

*We respectfully acknowledge that we are on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis, peoples.*

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**Attendees:**

**Board of Governors Members:**

Don Scott (Chair), Public Member  
Kim Farwell (1<sup>st</sup> Vice Chair), Public Member  
Adele Thomson (2<sup>nd</sup> Vice Chair), Public Member  
Chief Raymond Powder, Public Member  
Steven Auty, Public Member  
Melanie Antoine, Public Member (Regrets)  
Wes Jickling, Public Member  
Kelly Keus, Faculty Representative  
Chioma Igbokei, Student Representative  
Christine Tenebro, Student Representative (Regrets)  
Sandra Efu, Interim President & CEO

**Administration:**

Tanya Poulin, Acting VP Corporate Services  
Chantal Beaver, AVP Public Engagement  
Sarah Schmidt, Acting VP Academic & Student Experience  
Deni Ruiz, Director People & Culture  
Terri Turner, Recording Secretary

**Guests**

Tim Mitchell, McLennan Ross

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- 1. Call to Order** (D. Scott, Chair)  
D. Scott called the meeting to order at 4:05 p.m.
- 2. Declaration** (All)
  - Declaration of Conflict of Interest
    - No Declaration of Conflict of Interest
  - Declaration of Fraud & Irregularities
    - No Declaration of Fraud & Irregularities
- 3. Adoption of Consent Agenda** (D. Scott)
  - 1. Executive Reports**
    - Academic & Student Experience
    - Corporate Services & CFO
    - People & Culture

- Public Engagement
2. Public Board of Governors Meeting Minutes of October 22, 2025
  3. Governance & HR Committee Meeting Minutes – N/A
  4. Finance & Audit Meeting Minutes of October 8, 2025
  5. Board Executive Committee Minutes September 10, 2025, October 2, 2025

**Motion:** “THAT, the Consent Agenda for the November 26, 2025, meeting of the Board of Governors be approved as presented/amended.”

**Moved by K. Farwell** and seconded by A. Thomson “**that**, the Consent Agenda for the November 26, 2025, meeting of the Board of Governors be approved as presented.”

**Carried Unanimously**

**4. Adoption of Regular Agenda (D. Scott)**

**Motion:** “THAT, the Regular Agenda for the November 26, 2025, meeting of the Board of Governors be approved as presented/amended.”

**Moved by K. Farwell** and seconded by A. Thomson “**that**, the Regular Agenda for the November 26, 2025, meeting of the Board of Governors be approved as amended.”

**Carried Unanimously**

**5. Board Executive Committee (D. Scott)**

5.1 BEC Update - Moved to Item 9.1

**6. Governance & HR (A. Thomson)**

**6.1 Update**

- A. Thomson noted that the past two meetings were cancelled due to quorum
- A. Thomson noted that the subcommittee is continuing to look for new board members, as there is a period of waiting from recommendation to order an official order in council
- A. Thomson noted that the CUPE representative has resigned due to a conflict of interest with her new role as CUPE president
- A. Thomson noted that the government had provided us with a new Matrix format, and this will need to be completed by all public members again; T. Turner will send it out via email
- A. Thomson noted that the 2-day governance training has been scheduled for March 17 and 18, 2026
- A. Thomson noted that she will review the Board Evaluation with M. Antone to determine next steps and update the survey as needed

**7. Finance & Audit (K. Farwell)**

**7.1 Update**

- Internal Controls review
  - K. Farwell noted the college had an internal control review and discussed the findings, noting that the conclusions were all operational
- Cybersecurity Update

- K. Farwell referred to the BN, noting that the college system caught the cybersecurity attack and closed the accounts within 9 minutes
- T. Poulin noted the tabletop exercise was done, with the timeline of completing the OAG recommendations by mid-December
- 1<sup>st</sup> Quarter Investment Report
  - K. Farwell noted this report ensures we are following the guidance provided, and we are currently making a good return

#### 7.2 1<sup>st</sup> Quarter Forecast & Enrollment Update (T. Poulin)

- T. Poulin noted this is affected by the recent IRCC announcements, the unknowns such as the CUPE agreement, TEE grant re-purposing, sale of property and the enrollment and hoping for a more concrete report by the 2<sup>nd</sup> Quarter
- T. Poulin noted that the college will be prepared to report a deficit, and we will need to be strategic about how this moves forward

#### 7.3 Major Properties update (K. Farwell)

- Home Hardware
  - K. Farwell provided a background on this property; the college was supposed to use it as a parking lot; as we researched further, we determined that we would return the land; the RMWB agreed to remove the site assessment, and the next step is government approval
  - T. Poulin noted this is in progress
- Riedel
  - K. Farwell referred to the BN, noting the college is working through the steps as required by the Government
  - W. Jickling asked if the property was still being used
  - K. Farwell clarified that this refers to the parcel of land with the unoccupied housing
- ATCO Site Expansion
  - K. Farwell referred to the BN, noting that Atco has a small corner of SEIC that they rent from the college, and they have requested a bit more land; this was reviewed at the Finance & Audit meeting, and it was determined that it is very low risk

**Motion:** “THAT the Board of Governors approve the temporary working space agreement with ATCO, with the condition that Keyano College can continue internal review and evaluation of potential long-term land disposition options.”

Moved by S. Auty and seconded by W. Jickling “that, the Board of Governors approve the temporary working space agreement with ATCO, with the condition that Keyano College can continue internal review and evaluation of potential long-term land disposition options.”

**Carried Unanimously**

#### 7.4 Annual Report (C. Beaver)

- K. Farwell reviewed the Annual Report requirements
- K. Farwell noted this will move to in-camera

**Motion:** THAT the Board of Governors accepts the 2024-2025 Annual Report as presented.”

#### 7.5 Nominations for Finance & Audit Committee

- K. Farwell opened the floor for nomination
- K. Farwell nominated W. Jickling

- W. Jickling accepted the nomination
- W. Jickling abstained from the vote

**Motion:** “THAT the Board of Governors accepts the nomination for the Finance & Audit Committee.”

**Moved by S. Auty** and seconded by K. Farwell “**that**, the Board of Governors accepts the nomination for the Finance & Audit Committee.”

**Carried Unanimously**

## 8. Academic & Student Services Update (S. Schmidt)

### 8.1 Primary Care Paramedic (PCP) Diploma

- S. Schmidt noted that the program has undergone a revision process for PCP and ACP, which was required by the regulatory body; the PCP will feed into the ACP, which leads to the bachelor's program
- S. Schmidt noted that the college wanted to ensure the program was aligned with the government mandate, which will replace the suspended program
- W. Jickling asked about any extra required facilities for the program needs
- S. Schmidt noted there is a limited number of seats; we will need to hire more instructors, but with the new health centre area, the college can accommodate

**Motion:** “THAT the Board of Governors approves the new Primary Care Paramedic two-year diploma exit in the Paramedicine Degree Program as proposed, pending any additional reporting requirements for PAPRS.”

**Moved by S. Auty** and seconded by W. Jickling “**that**, the Board of Governors approves the new Primary Care Paramedic two-year diploma exit in the Paramedicine Degree Program as proposed, pending any additional reporting requirements for PAPRS.”

**Carried Unanimously**

### 8.2 Advanced Care Paramedic (ACP) Diploma

- D. Scott opened the floor for further questions

**Motion:** “THAT the Board of Governors approves the new one-year post-diploma program, in the Paramedicine Degree Program, as proposed, pending any additional reporting requirements for PAPRS.”

**Moved by S. Auty** and seconded by W. Jickling “**that**, THAT the Board of Governors approves the new one-year post-diploma program, in the Paramedicine Degree Program, as proposed, pending any additional reporting requirements for PAPRS.”

**Carried Unanimously**

- C. Igbokei joined the meeting at 5:15 p.m.
- D. Scott left the meeting at 5:16 p.m. and passed the Chair to K. Farwell

## 9. In-Camera

**Motion:** “THAT, the Board of Governors move in-camera.”

**Moved by A. Thomson** and Seconded by K. Farwell “**that**, the Board of Governors move in-camera.”  
**Carried Unanimously**

The college Administration Staff and Faculty representative left the meeting at 5:15 p.m.

- R. Powder joined the meeting at 5:30 p.m.

#### **9.1 BEC Update (T. Mitchell)**

**Motion:** “THAT the Public Members of the Keyano College Board of Governors move to come out of camera.”

**Moved by W. Jickling** and seconded by S. Auty “**that**, the Public Members of the Keyano College Board of Governors move to come out of camera.”

**Carried Unanimously**

**Motion:** “THAT the Public Members of the Keyano College Board of Governors rescind the delegation to the Public Board Executive Committee.”

**Moved by W. Jickling** and seconded by R. Powder “**that**, the Public Members of the Keyano College Board of Governors rescind the delegation to the Public Board Executive Committee.”

**Carried Unanimously**

- The Administration Staff and Faculty representative joined the meeting at 5:53 p.m.

**Motion:** “THAT the Board of Governors move in-camera.”

**Moved by S. Auty** and seconded by W. Jickling “**that**, the Board of Governors move in-camera.”

**Carried Unanimously**

#### **9.2 Annual Report**

**Motion:** “THAT, the Board of Governors conclude the in-camera discussion.”

**Moved by W. Jickling** and seconded by A. Thomson “**that**, the Board of Governors conclude the in-camera discussion.”

**Carried Unanimously**

- K. Fawell noted that the amended report will be sent to the Board Executive Committee for final review
- The Board of Governors agreed

**Motion:** “THAT the Board of Governors of Keyano College approves the 2024 - 2025 Annual Report as presented to the board, amended to include the annual report declaration 2025: The Board of Governors of Keyano College (the “**Board**”) was alerted to allegations of wrongdoing by the President & CEO of Keyano College (the “**College**”) in 2024. These allegations were first disclosed by a whistleblower to the Public Interest Commissioner (“**PIC**”), who opened an investigation into the potential gross mismanagement of the delivery of a public service; the gross mismanagement of public funds; the gross mismanagement of employees; and contraventions of privacy legislation (the

“**Disclosures**”). In response to the Disclosures, the Board engaged independent and impartial investigators to conduct a thorough investigation (the “**Investigation**”). The Board agreed to undertake its Investigation under the parameters of the *Public Interest Disclosure (Whistleblower Protection) Act*, thereby affording whistleblower protection to the employees involved. The PIC provided advice when needed and reviewed the outcome of the Investigation, ultimately concluding that it did not require further investigation by the PIC. This allowed the Board to ensure the work was complete and free of perceptions of bias. The Investigation was completed in spring 2025.

The Investigation concluded that the former President & CEO had grossly mismanaged the delivery of a public service, incurred travel expenses that resulted in a gross mismanagement of public funds, harassed an employee in a manner that constituted a gross mismanagement of employees, and contravened privacy legislation, Trade Agreements and College policies. The Board has reported the breaches of privacy legislation as required under the law.

The investigators and PIC provided a series of recommendations that were accepted by the Board. These included:

1. Regular, impartial evaluations of the President and CEO position;
2. Amending procurement policies and/or procedures to include safeguards that would prevent staff and leadership from engaging in non-compliant practices;
3. Ensuring more regular or further training of procurement policies and/or procedures of staff and leadership is undertaken for consistency and ongoing compliance;
4. Undertaking further training of staff and leadership with respect to the Respect in the Workplace Policy and Occupational Health and Safety requirements for responding to harassment complaints;
5. Reporting breaches of privacy legislation to the Information and Privacy Commissioner and Minister of Justice, in accordance with the organization’s Safe Disclosure Policy; and
6. Amending the College’s Safe Disclosure Policy to direct whistleblower complaints to either the school’s designated officer or the Commissioner.”

**Moved by A. Thomson** and seconded by K. Keus “**that**, the Board of Governors of Keyano College approves the 2024 - 2025 Annual Report a presented to the board, amended to include the annual report declaration 2025: The Board of Governors of Keyano College (the “**Board**”) was alerted to allegations of wrongdoing by the President & CEO of Keyano College (the “**College**”) in 2024. These allegations were first disclosed by a whistleblower to the Public Interest Commissioner (“**PIC**”), who opened an investigation into the potential gross mismanagement of the delivery of a public service; the gross mismanagement of public funds; the gross mismanagement of employees; and contraventions of privacy legislation (the “**Disclosures**”). In response to the Disclosures, the Board engaged independent and impartial investigators to conduct a thorough investigation (the “**Investigation**”). The Board agreed to undertake its Investigation under the parameters of the *Public Interest Disclosure (Whistleblower Protection) Act*, thereby affording whistleblower protection to the employees involved. The PIC provided advice when needed and reviewed the outcome of the Investigation, ultimately concluding that it did not require further investigation by the PIC. This allowed the Board to ensure the work was complete and free of perceptions of bias. The Investigation was completed in spring 2025.

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5. Reporting breaches of privacy legislation to the Information and Privacy Commissioner and Minister of Justice, in accordance with the organization's Safe Disclosure Policy; and
6. Amending the College's Safe Disclosure Policy to direct whistleblower complaints to either the school's designated officer or the Commissioner."

**Carried Unanimously**

## **10. Adjournment**

There being no further business, **motion:** "that the meeting of the Board of Governors be adjourned."

**Moved by K. Keus** and seconded by A. Thomson "that, the meeting of the Board of Governors be adjourned at 6:56 p.m.

**Carried Unanimously**