



Board of Governors
Public Meeting
May 20, 2026
4:00 p.m. – 7:00 p.m.
Governors Boardroom/Teams
Minutes

We respectfully acknowledge that Keyano College is located on Treaty 8 territory, the traditional & contemporary meeting grounds and gathering places of the Denesuline, Cree and Métis Peoples of this region. Our name, Keyano (kiyânaw in nêhiyawêwin - Cree language), translates to “we, us, our” and speaks to the connection we have as a community and our commitment to being in right relationships with the First Peoples of these lands

Distribution

Board of Governors:

Don Scott (Chair) - Public Member
Adele Thomson - Public Member
Chief Raymond Powder - Public Member
Steven Auty - Public Member
Melanie Antoine - Public Member
Wes Jickling - Public Member
Kelly Keus – Faculty Representative (Regrets)
Rita Lockyer-Pocsai – CUPE Representative (Regrets)
Chioma Igbokei – Student Representative
Christine Tenebro - Student Representative (Regrets)
Scott MacPherson – President & CEO

Administration:

Sudip Roy - VP Administration & CFO
Chantal Beaver – AVP Public Engagement
Sarah Schmidt – Interim VP Academic & Student Experience
Deni Ruiz – Executive Director, People & Culture
Terri Turner (RS)

Guests

Lisa Turner, Learning & Development Specialist

1. **Call to Order** (D. Scott, Chair)
D. Scott called the meeting to order at 4:11 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. **My Keyano** (S. MacPherson)
 - My Keyano Campaign Presentation (L. Turner)
 - L. Turner provided the Board with the internal process for our program development and approval
4. **Adoption of Consent Agenda** (D. Scott)
 1. Executive Reports

- President & CEO
 - Academic & Student Experience
 - Administration & CFO
 - People & Culture
 - Public Engagement
2. Public Board of Governors Meeting Minutes of April 22, 2026
 3. Governance & HR Committee Meeting Minutes N/A
 4. Finance & Audit Meeting Minutes of April 8, 2026
 5. Board Executive Committee Minutes of April 9, 2026

Motion: “THAT the Consent Agenda for the May 20, 2026, meeting of the Board of Governors be approved as presented/amended.”

Moved by A. Thomson and seconded by S. Auty “**that**, the Consent Agenda for the May 20, 2026, meeting of the Board of Governors be approved as presented.”

Carried Unanimously

5. Adoption of Regular Agenda (D. Scott)

Motion: “THAT the Regular Agenda for the May 20, 2026, meeting of the Board of Governors be approved as presented/amended.”

Moved by A. Thomson and seconded by S. Auty “**that**, the Regular Agenda for the May 20, 2026, meeting of the Board of Governors be approved as amended.”

Carried Unanimously

S. Schmidt noted the removal of items 9.1 and 9.3

S. Roy will be adding item 8.6 Properties- Disposal of Property – 104 Paquette Street, Fort Chipewyan

6. Board Executive Committee (D. Scott)

6.1 Strategic Plan (D. Scott/S. MacPherson)

- S. MacPherson noted that part of college alignment starts with the Strategic Plan, the board aligns with the Strategic Plan, and then ELT aligns with the board
- S. MacPherson noted that we are looking to partner with a firm that will engage with the staff and community, and that outcome will help drive the Strategic Plan
- S. MacPherson referenced the BN

Motion: “THAT the Board of Governors accepts the Strategic Plan Request for Quotes as presented and authorizes college administration to proceed with the associated work.”

Moved by R. Powder and seconded by M. Antoine “**that**, the Board of Governors accepts the Strategic Plan Request for Quotes as presented and authorizes college administration to proceed with the associated work.”

Carried Unanimously

6.2 President & CEO Evaluation (D. Scott)

- A. Thomson noted that this is a request for approval of the evaluation as outlined in the BN, and the policy will be brought forward in the fall

Motion: “THAT the Board of Governors accepts the President & CEO Evaluation as presented.”

Moved by A. Thomson and seconded by S. Auty “**that**, the Board of Governors accepts the President & CEO Evaluation as presented.”

Carried Unanimously

7. Governance & HR (A. Thomson)

7.1 Update (A. Thomson)

- Board Evaluation
 - Policy Updates
 - Action Log
 - A. Thomson noted that the evaluation will be ready to roll out in the fall
 - A. Thomson noted that there were recommendations by the board, governance training and investigation. These will be rolled together, updated and presented through the Action Logs in the fall for follow-up

7.2 Governance & HR Chair Nomination (A. Thomson)

- A. Thomson nominated M. Antione
- M. Antoine accepted the nomination

Motion: “THAT the Board of Governors accepts the nomination of M. Antione for the Governance & HR Chair effective July 22, 2026.”

Moved by A. Thomson and seconded by W. Jickling “**that**, the Board of Governors accepts the nomination of M. Antione for the Governance & HR Chair effective July 22, 2026.”

Carried Unanimously

8. Finance & Audit (W. Jickling)

8.1 Update (W. Jickling)

- Internal Controls Review
 - W. Jickling noted that Risk Oversight presented a proposal for a review of internal controls; it was then reviewed by the Finance & Audit committee and determined that, given the change to the administration staff, the college will wait until the staff has settled, then proceed with looking at the process
- 3-Year Sustainability Plan
 - W. Jickling noted that this is a focus on budget sustainability and key principles, such as right-sizing, and the committee supported the direction; administration will provide bi-annual updates to the committee
- 3rd Quarter Forecast & Enrollment Update
 - W. Jickling referred to the pre-read
- Key Management Personnel Disclosure
 - W. Jickling noted that the forms included in the pre-reads are required to be completed after July 1 and cover the 2025- 2026 fiscal year; the auditors can request these forms
 - W. Jickling noted that T. Turner will send out a reminder to the board in July 2026
- Properties

- W. Jickling noted that the college recommends that the Land Trust remain dormant and thus wind down, and the subcommittee supports the recommendation
- A. Thomson inquired about risk
- S. Roy noted we do not anticipate any risk or tax implications
- Action Log
 - W. Jickling noted that in 2025, there was a procurement audit; the findings and recommendations have been incorporated into the action log with priorities indicated
 - A. Thomson asked about cybersecurity and whether the ransomware policy should be under the Finance & Audit Committee
 - W. Jickling noted he thought it may not be the proper space for the policy, but opened it to the board for discussion, as he is ok with continuing to have cyber security and ransomware as an item on F & A
 - The board agreed that it would remain with Finance & Audit

8.2 2026 -2027 Budget Submission Review (S. Roy)

- D. Scott opened the floor for questions or comments
- Discussion ensued
- S. Roy noted that the budget is balanced, identifying that the changes to IRCC that affected the budget, as a result, there had to be a significant reduction in salary and benefits, and there is a built-in contingency
- S. Roy noted that the college took the most current numbers and made a realistic prediction/appropriate prediction for both international and domestic students' enrollment

In Camera Session

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

Moved by A. Thomson and Seconded by S. Auty “**that**, the Board of Governors move in camera.”

Carried Unanimously

Motion: “THAT the Board of Governors concludes in-camera Session.”

Moved by M. Antoine and seconded by R. Powder “**that**, the Board of Governors concludes in-camera Session.”

Carried Unanimously

Motion: THAT the Board of Governors accepts the 2026-2027 Final Budget Briefing Note and related attachments as presented and the 2026 -27 Final Operating Budget as presented.”

Moved by W. Jickling and seconded by A. Thomson “**that**, the Board of Governors accepts the 2026-2027 Final Budget Briefing Note and related attachments as presented and the 2026 -27 Final Operating Budget as presented.”

Carried Unanimously

8.3 Capital Priorities and Business Cases (S. Roy)

- S. Roy noted that the projects included in the package are submitted to the government, and we are required to submit 3 Business cases

- C. Beaver reviewed the 3 Capital Projects and Business Cases, noting the KITT Planning Business Case is to increase the college's capacity to acquire investments and then, in the following years, put in a plan for a shovel-ready project
- C. Beaver noted that the KITT project was put forward in the past and not approved by the government; the administration came back together and re-envisioned this project based on the current needs of the college
- S. Auty noted that this creates a sense of community
- S. Roy noted that the Critical Information Technology Business Case is related to capital maintenance, as our current technology is outdated
- S. Roy noted that the HVAC Business Case is for the replacement of our current system; this is a bigger gap, while we have a CMR, which only offers 2 to 3 million, and this project will cost significantly more

Motion: “THAT the Board of Governors accepts the 2026-27 Capital Priorities Briefing Note, capital project summaries for information, and the business cases for the identified capital projects as presented.”

Moved by S. Auty and seconded by R. Powder “**that**, the Board of Governors accepts the 2026-27 Capital Priorities Briefing Note, capital project summaries for information, and the business cases for the identified capital projects as presented.”

Carried Unanimously

8.4 Keyano College Land Trust Corporation Administrative Close-Out (S. Roy)

- S. Roy noted that the corporation is dormant; the recommendation is that we do not file for the 3rd year, and then we will be automatically struck from the Alberta corporate register

Motion: “THAT the Board of Governors approve management’s recommendation to take no further action with respect to the Keyano College Land Trust Corporation, and to allow the dormant corporation to be struck from the Alberta corporate register for non-filing, as the Land Trust has been fully wound down and the corporation holds no assets or liabilities.”

Moved by M. Antoine and seconded by C. Igbokei “**that**, the Board of Governors approve management’s recommendation to take no further action with respect to the Keyano College Land Trust Corporation, and to allow the dormant corporation to be struck from the Alberta corporate register for non-filing, as the Land Trust has been fully wound down and the corporation holds no assets or liabilities.”

Carried Unanimously

8.5 Bill S-211 Report (S. Roy)

- S. Roy noted this is a requirement from the federal Government; this is a legislation compliance piece
- S. Roy noted that the risk is limited as we are not a manufacturing business, and we need to make sure vendors are aware of this for compliance

Motion: “THAT the Board of Governors approve Bill S-211 Report as presented.”

Moved by C. Igbokei and seconded by A. Thomson “**that**, the Board of Governors approve Bill S-211 Report as presented.”

Carried Unanimously

8.6 Properties- Disposal of Property – 104 Paquette Street, Fort Chipewyan

- S. Roy noted that we have a property in Fort Chipewyan that is currently leased; in 2024 the BOG approved moving forward with the disposal of the property, we also have approval from the RMWB, as they had a caveat for first right of refusal; this was presented at the May council meeting and the next step is a board resolution so we can go to the government for their approval as per Bill 13

Motion “That the Board of Governors approve the following Board Resolution declaring the property surplus to the needs of the College, authorize administration to submit an Offer to Transfer to the Minister of Infrastructure and proceed with disposition.”

Moved by A. Thomson and seconded by S. Auty “**that**, the Board of Governors approve the following Board Resolution declaring the property surplus to the needs of the College, authorize administration to submit an Offer to Transfer to the Minister of Infrastructure and proceed with disposition.”

Carried Unanimously

Board Resolution to Declare Surplus and Dispose of Property

Date: May 20, 2026

Subject: Approval to Declare Surplus and Dispose of Property – 104 Paquette Street, Fort Chipewyan

WHEREAS the Board of Governors of Keyano College holds certain real property located at 104 Paquette Street, Fort Chipewyan, Alberta, legally described as Lot 6, Block 2, Plan 2694RS (the “Property”), for the purposes of the College;

AND WHEREAS the Board has determined that the Property is no longer required to support the College’s current or future program and operational needs, and it is therefore appropriate to declare the Property surplus;

AND WHEREAS, pursuant to Section 7(1) of the Real Property Governance Act, Keyano College must offer the Property to the Minister of Infrastructure at its net book value prior to any disposition;

AND WHEREAS, pursuant to Section 67(1.1)(a) of the Post-secondary Learning Act, the sale or other disposition of any interest in land held by the College requires the prior approval of the Minister of Advanced Education, unless otherwise exempt;

AND WHEREAS the Property was originally transferred from the Regional Municipality of Wood Buffalo, and any disposition is subject to municipal approval and associated conditions, including but not limited to the registration of a right of first refusal and resolution of existing site uses;

AND WHEREAS the Board wishes to authorize administration to proceed with all required steps to enable a potential transfer of the Property, subject to all statutory, regulatory, and contractual requirements;

NOW, THEREFORE, BE IT RESOLVED THAT:

- The Board of Governors of Keyano College hereby declares the Property located at 104 Paquette Street, Fort Chipewyan, Alberta (Lot 6, Block 2, Plan 2694RS) to be surplus to the needs of the College;

- The Board authorizes administration to offer the Property to the Minister of Infrastructure in accordance with Section 7(1) of the Real Property Governance Act and to prepare and submit all required supporting documentation;
- The Board authorizes administration, subject to the Province declining the offer, to proceed with the disposition of the Property on such terms and conditions as may be determined appropriate, in alignment with institutional objectives;
- The Board directs administration to obtain all required approvals, including approval from the Minister of Advanced Education pursuant to the Post-secondary Learning Act, and to comply with all applicable legislation, including the Real Property Governance Act;
- The Board authorizes the Vice President, Administration & Chief Financial Officer to execute all necessary agreements and documents, and to take all actions required to give effect to this resolution;
- The Board confirms that the disposition of the Property is in the best interests of the College and is not restricted by any trust beyond applicable legislative and contractual requirements.

9. Academic & Student Services Update (S. Schmidt)

9.1 Child & Youth Care (CYC) Diploma program

- C. Igbokei asked if the college is looking at more community-friendly programs or leave it for suspension for the 3 years
- S. Schmidt noted the 3-year suspension allows the college time to determine the best approach for the program, such as to terminate, re-vamp it, or adjust and bring it back
- C. Igbokei asked what happens if a student is not successful in passing the pactum
- S. Schmidt noted that this is based on the circumstances, and if within the policy time frame, the college will support the students

Motion: “THAT the Board of Governors approve the suspension of the Child & Youth Care (CYC) Diploma Program, effective July 1, 2026 through June 30, 2029, to support program review, quality assurance, and assessment of labour market demand, noting applications are closed, a teach-out will continue through Fall 2027, and the suspension has minimal financial impact with no impact on FLE or FTE.”

Moved by M. Antoine and seconded by S. Auty “**that**, the Board of Governors approve the suspension of the Child & Youth Care (CYC) Diploma Program, effective July 1, 2026 through June 30, 2029, to support program review, quality assurance, and assessment of labour market demand, noting applications are closed, a teach-out will continue through Fall 2027, and the suspension has minimal financial impact with no impact on FLE or FTE.”

Carried Unanimously

10. In-Camera

C. Igbokei left the meeting at 5:40 p.m.

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

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

Carried Unanimously

10.1 Budget 2026/2027 Impact – Public Members & Administration Staff Only (S. MacPherson)

10.2 Legislature Update - Public Members & Administration Staff Only (D. Scott)

10.3 Bargaining Update - Public Members & Administration Staff Only (D. Ruiz)

10.4 Comprehensive Action Log - Public Members & Administration Staff Only (D. Scott)

10.5 PCBO Admin – Public Members Only (D. Scott)

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

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

Carried Unanimously

11. Adjournment

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

Moved by A. Thomson and seconded by S. Auty “**that**, the meeting of the Board of Governors be adjourned at 6:42 p.m.”

Carried Unanimously