



# NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY BOARD OF GOVERNORS

## DRAFT BOARD MEETING MINUTES

Wednesday, July 24, 2024

3:30 to 5 p.m.

MS Office Teams/T727 President's Boardroom

Attendance		
<b>Board Members</b>	Paul Verhesen Dan Brown Laura Jo Gunter Andy Neigel Kris Mauthe Don Cameron Yasmin Jivraj Lorraine Royer PS Sidhu Linda Palladino Rachel Smith Ruth Mulholland Don Cameron Maya Daniel Marina Bruno	Campus Development Committee Chair Public Member President and CEO Governance Committee Chair Finance Committee Chair Don Cameron Board Chair (ex-officio) Public Member Public Member Human Resources Committee Chair Public Member AUPE Representative Public Member NASA Representative NAITSA Representative
<b>Regrets</b>	Kristina Williams Solomon Lacoursiere	Board Vice Chair (ex-officio) NAITSA Rep
<b>Resources</b>	Jean-François Bouffard Shawn McMillan Peter LeClaire Jodi Edmunds	Chief of Staff and Director of Strategy Interim CFO and VP Administration VP Academic Director, Employee and Labour Relations
<b>Guests</b>	Andy Weiler Gail Kelly Natasha Thathiah Matthew Lindberg	Director Director, Government Relations Communications Strategist Dean, School of Construction and Building Science

## Board of Governors Meeting July 24, 2024

### 1 IN-CAMERA SESSION WITH BOARD MEMBERS ONLY PRIOR TO CALLING THE MEETING TO ORDER

Moved by Lorraine Royer that the Board move to an in-camera session.

Seconded, Carried

Moved by Dan Brown that the Board exit the in-camera session.

Seconded, Carried

### 2 CALL TO ORDER AND APPROVAL OF AGENDA

Moved by Lorraine Royer that the agenda be approved as presented.

Seconded, Carried

Declaration of Conflict(s) of Interest for Board Members for agenda items.

Laura Jo Gunter indicated her conflict in relation to item **5.1 Management and Excluded Salaries**.

### 3 CONSENT AGENDA

#### 3.1 Accepting Minutes and Receiving Committee Reports:

These are the draft Human Resources Committee and Joint Governance, Campus Development, and Finance Committee meeting minutes. The motions from these committees will be discussed under New Business.

**3.1.1** Human Resources Committee Meeting Minutes from July 11, 2024

**3.1.2** Joint Governance, Campus Development, and Finance Committee Meeting Minutes from July 12, 2024

Moved by Dan Brown that the Consent Agenda items be approved as presented.

Seconded, Carried

### 4 BUSINESS ARISING FROM PREVIOUS MEETING

#### 4.1 Advanced Skills Centre Key Messages for Board of Governors

NAIT provided comprehensive key messages about the Advanced Skills Centre for the Board.

### 5 NEW BUSINESS

#### 5.1 Management and Excluded (MAE) Salaries

## Board of Governors Meeting July 24, 2024

Laura Jo Gunter left the meeting.

Jodi Edmunds provided an overview of provincial government's interim salary relief for the 2024/25 fiscal year for non-bargaining unit staff who work at public agencies, boards, commissions, and post-secondary institutes.

The interim salary relief allows for public sector employers to grant a 3% increase to their salary ranges, effective April 1, 2024.

For further information, Jodi Edmunds also shared that the interim salary relief allows employers to grant in-range increments, based on the employer's policies and procedures. This means that NAIT can grant a 4% increment for eligible MAE staff.

Salary adjustments were projected in the 2024/2024 budget and in range increment impacts are projected to be minimal as most eligible staff are at top of grid.

**Moved by Linda Palladino that the Board of Governors of the Northern Alberta Institute of Technology approve the cost-of-living adjustments for non-bargaining unit employees as presented.**

**Seconded, Carried**

**14 in favour  
1 abstain**

Laura Jo Gunter Returned to the Meeting

### **5.2 Advanced Skills Centre (ASC)**

#### **5.2.1 Governance Model**

A presentation on the proposed governance model was shared by NAIT Management. The Board discussed challenges associated with continuity of membership during the project lifespan, particularly with three key members reaching end of term during the summer of 2025. Committee appointment process was discussed and will follow established process through the Governance Committee. Committee composition changes over time were recognized as a natural evolution of the project. Procurement authority will be founded on established NAIT procedures and purchase authority matrices but may be adjusted as project progresses.

The Board expressed some concerns on the workload on NAIT Management and Executive.

A request for access to the National Growth Partners governance report and current project risk registry was made.

Selection of ASC Board Members will proceed through established process via the governance committee by asynchronous vote, prior to approval by the Board of Governors.

**Moved by Andy Neigel that the Board of Governors of the Northern Alberta Institute of Technology proceed with the creation of an Ad Hoc committee of the Board for the Advanced Skill Centre, using the proposed terms of reference.**

**Seconded, Carried**

**15 in favour**

### **5.2.2 Accelerated Funding**

The Board discussed construction timelines and considerations behind an accelerated funding request.

**Moved by Paul Verhesen that the Board of Governors of the Northern Alberta Institute of Technology for NAIT to target full construction funding for the ASC from the Government of Alberta for fiscal 2026/2027.**

**Seconded, Carried**

**15 in favour**

**Moved by Paul Verhesen that Campus Development Committee and Finance Committee recommend to the Board of Governors of the Northern Alberta Institute of Technology that NAIT pursue an accelerated construction timeline after confirmed funding by negotiated construction model.**

**Seconded, Carried**

**15 in favour**

### **5.3 NAIT Residence**

Paul Verhesen declared a conflict of interest and will abstain from voting on resolutions concerning Maclab.

A proposal from Maclab for a student residence was discussed. The proposal is for a lease of space on NAIT Blatchford lands to be operated by Maclab under a long-term agreement. The agreement would provide some revenue and would be a critical factor in obtaining Designated Learning Institute (DLI) status under an upcoming Immigration Refugees and Citizenship Canada framework — allowing NAIT to maintain its critical international student population.

The site location was modified from the originally proposed location in the Campus Development Plan due to the slower than anticipated development of Blatchford lands and better access to critical services such as transit.

Maclab was the sole bidder, with four other interested parties not submitting proposals. The Maclab bid fulfilled all the parameters set out in the request for proposal (RFP) process.

## Board of Governors Meeting July 24, 2024

Lease length and comparisons with other institutes was discussed. The Board resolution will allow for NAIT to enter negotiations with Maclab and finalize lease details.

Construction is expected to proceed quickly, with the developer wishing to move forward as soon as possible.

**Moved by Paul Verhesen that the Board of Governors of the Northern Alberta Institute of Technology to approve the location of the NAIT residence as proposed.**

**Seconded, Carried**

**15 in favour**

**Moved by Dan Brown that the Board of Governors of the Northern Alberta Institute of Technology that NAIT enter negotiations with Maclab regarding final terms and conditions for the construction of the proposed residence.**

**Seconded, Carried**

**14 in favour**

**1 Abstain**

**Moved by Paul Verhesen that the Board of Governors of the Northern Alberta Institute of Technology that NAIT engage the Government of Alberta to approve the lease of land to Maclab for the purpose of construction of the proposed residence.**

**Seconded, Carried**

**15 in favour**

### **5.4 Sale of Property**

NAIT Management is proposing the sale of three unutilized buildings (PE, PEB and WHE) located on Princess Elizabeth Avenue. Currently, the operation of these buildings costs NAIT over \$150,000 annually. Funds from the sale could be directed to the ASC or other capital projects as required. The sale would also offer an opportunity to test the impacts of the *Real Property Governance Act*.

**Moved by Paul Verhesen that the Board of Governors of the Northern Alberta Institute of Technology in relation to Lot 15B, Block 5C, Plan 8122142; Lot 14, Block 5C, Plan 5426KS; and Lot 15A, Block 5C, Plan 8122142 that the Board of Governors authorizes and approves:**

- (a) That, subject to the prior approval of the Minister of Infrastructure under section 67 of the *Post-Secondary Learning Act*, the Board of Governors of the Northern Alberta Institute of Technology authorizes and approves the sale of its interest in the PE, PEB, and WHE buildings which are surplus to the needs of Northern Alberta Institute of Technology, and which are contained within the parcels legally described as Lot 15B,**

## Board of Governors Meeting July 24, 2024

Block 5C, Plan 8122142; Lot 14, Block 5C, Plan 5426KS; and Lot 15A, Block 5C, Plan 8122142, containing a total of approximately 1.0 acre of land.

(b) That the approval of the Minister of Infrastructure be sought.

Seconded, Carried

15 in Favour

### 6 NEXT BOARD MEETING

The next Board Meeting will be Tuesday, September 24, at 4 p.m. to be held in the Governor's Boardroom, T811, unless otherwise notified.

### 7 IN-CAMERA SESSION WITH BOARD OF GOVERNORS

Moved by Lorraine Royer that the Board move to an in-camera session.

Seconded, Carried

Declaration of Conflict of Interest for Board Members for in-camera items

Moved by Lorraine Royer that the Board exit the in-camera session.

Seconded, Carried

### 8 ADJOURNMENT

Moved by Andy Neigel that the Board of Governors meeting be adjourned at 5:19 p.m.

Seconded, Carried