



<u>Minutes</u>					
Attendees - Council Members					
	<u>Name</u>	<u>Role</u>		<u>Name</u>	<u>Role</u>
✓	Jodi Sperber	Chair	✓	Beth Blair	Councillor
✓	Lindsay Ord	Vice Chair	✓	Kathy Sauze	Councillor
X	Teanne MacCallum	Councillor	✓	Samantha Heron	Councillor
✓	Louise Mosier	Public Member	X	Carol Gibbons Kroeker	Public Member
✓	John Jossa	Public Member	✓	Erhard Poggemiller	Public Member
✓	Judy Hansen	Public Member			
Attendees – Guests and Observers					
	<u>Name</u>	<u>Role</u>		<u>Name</u>	<u>Role</u>
✓	Amie Dowell	Registrar & CEO	✓	Holly Durdle	Recorder
✓	Keith Vansevenandt	Auditor			

1. Call to Order

1.1 - Introductions: Guests / Observers

The Chair, J. Sperber, called the meeting to order at 4:01p.m. on August 8th, 2022, and welcomed the Council members.

J. Sperber welcomed and introduced new Council members Judy Hansen and Erhard Poggemiller to the meeting. She also welcomed Keith Vansevenandt, auditor from KPMG, as an invited guest to the meeting.

Council did round table introductions.

J. Sperber acknowledged that the Council was gathered on Treaty 6, 7, and 8 Territories. She offered this acknowledgement in the spirit of reconciliation and to respect the histories, languages, and cultures of the First Nations, Inuit, and Metis people of Alberta.

1.2 - Housekeeping

J. Sperber advised that should anyone have a conflict of interest with any agenda item, at the time that agenda item is introduced, the individual will need to declare their conflict and either abstain from voting or recuse themselves from the meeting, as appropriate, until that agenda item has been concluded.

Approved by Council on: September 30, 2022



1.3 Adoption of the Agenda

J. Sperber asked there were any changes required to the agenda. She advised that the previous meeting minutes from the June 25th meeting and today's meeting will be approved at the September 30 & October 1 meeting.

MOTION: To approve the Agenda of August 8, 2022, as presented.

Moved by: L. Ord, Seconded by: B. Blair

CARRIED

2. Financial Statements *Guest: Keith Vansevenandt, Auditor, Yaremchuk & Annicchiarico LLP*

K. Vansevenandt presented the Draft Audited Financial Statements for the year ended March 31, 2021, to Council for approval.

2.1 Auditors Report for approval

2.2 CRDHA – CW21 for review/approval

2.3 Managers Report

The Internally Restricted Net Assets was discussed. A. Dowell advised that these funds were discussed during the Audit, Finance and Risk Committee meeting on January 11, 2022, and will be further discussed at the September 30 and October 1, Council Strategic Planning session.

J. Jossa enquired about which fund would be utilized in the instance of a lawsuit. K. Vansevenandt advised that the investigations and discipline fund would be utilized and if a larger sum it would go to the restricted funds.

K. Vansevenandt informed that the audit found the December 2021 payroll report was not initialed to indicate approval. This recommendation is captured in the Management Letter. Operational improvements have been made and going forward a check list will be kept for reference by the Registrar and Director and reviewed monthly to ensure compliance.

J. Sperber thanked K. Vansevenandt and called for a motion to approve the Draft Audited Financial Statements for the year ended March 31, 2021.

MOTION: To approve the Financial Statements as presented.

Moved by: K. Sauze, Seconded by: S. Heron

CARRIED



3. In Camera Session

An in-camera session with the External Auditor was held.

MOTION: To move in-camera at 4:47 p.m.

Moved by: B. Blair, Seconded by: K. Sauze

CARRIED

MOTION: To move out-of-camera at 4:58 p.m.

Moved by: K. Sauze, Seconded by: B. Blair

CARRIED

K. Vansevendt left the meeting at 5:01pm.

4. Committee Appointments

J. Sperber asked each Council member to identify their preference for which committee they would like to join.

3.1 Governance Committee Overview

3.2 Executive Committee Overview

3.3 Audit, Finance & Risk Committee Overview

MOTION: To approve J. Hansen, S. Heron, and L. Mosier to the Governance Committee; to approve E. Poggemiller, L. Ord and J. Sperber to the Executive Committee; and to approve J. Jossa, B. Blair, and K. Sauze to the Audit, Finance and Risk Committee

Moved by: S. Heron, Seconded by: B. Sauze

J. Sperber will reach out to the absent council members to find out their preference. An e-motion will be sent to approve these council members to their preferred committees.

MOTION: To approve S. Heron as the Chair of the Governance Chair

Moved by: J. Hansen, Seconded by: B. Blair

CARRIED

MOTION: To approve J. Jossa as the Chair of the Audit, Finance and Risk Committee

Moved by: E. Poggemiller, Seconded by: K. Sauze

CARRIED

J. Jossa was not available to vote for the committee chairs.



E-MOTION: To appoint T. MacCallum to the Audit, Finance and Risk Committee; to appoint C. Gibbons Kroecker to the Governance Committee; and to remove K. Sauze from the Audit, Finance and Risk Committee and appoint her to the Governance Committee.

Moved by: J. Sperber, Seconded by: E. Poggemiller

CARRIED (Sunday, August 14, 2022 by email)

5. Dates of Next Meetings

The next scheduled Council meeting dates are:

- Sept 30 & Oct 1, 2022
- Nov 18 & 19, 2022

A. Dowell advised that the next Council meeting will be held in person, details to be finalized soon.

J. Sperber reminded Council members to submit expense forms for the meeting noting that the duration of the meeting was 1 hour and 15 minutes.

Adjournment

J. Sperber called for a motion to adjourn.

MOTION: Moved that the meeting adjourn at 5:17p.m.

Moved by: S. Heron, Seconded by: K. Sauze

CARRIED