

**COUNCIL MEETING September 8, 2008**

Holiday Inn Airport West, 2520 Portage Avenue, WINNIPEG, MANITOBA

Present: **Adam Chrobak – Chair**, Earl Slimmon, Harvey Suski, Gerald Besyk and Jocelyne Mabon

Public Representatives: Robert Harvey, Kelly Moist and Robert Young

Guests: Linda Schroeder, Gloria Mactavish, Dave Fotheringham and Helmut Friesen

Regrets: Noelle Cater

**1. CALL TO ORDER:**

Adam Chrobak called the Council meeting to order at 1742 hours.  
Due to absence of Noelle Cater, Secretary, Chair requested E. Slimmon to act as recorder.

**2. APPROVAL OF PREVIOUS MINUTES**

2.1 Meeting Minutes June 25, 2008

- **Amendments:**
  - Under 7.1 Board of Assessors Report second bullet should read “We now have only 1 application for reentry to practice.”
- The minutes were accepted as amended.

**3. APPROVAL OF AGENDA**

3.1 Agenda September 9, 2008

- Agenda Item #7 should read “Proposed Budget 2009”
- Two items added to Agenda Item #10 New Business
  - 10.1 Approval for new member to Continuing Competency Committee
  - 10.2 Approval of Terms of Reference for Board of Assessors
- Agenda accepted as amended.

**4. REVIEW OF PAST ACTIONS**

4.1 Deferred to next meeting

**5. FINANCE REPORT/ BANK UPDATE:**

5.1 Financial Report including the unaudited statements for the periods ending May 31, 2008, June 30, 2008 and July 31, 2008 presented and reviewed.

**MOTION 08-032**

**Gerald Besyk/ Harvey Suski**

That the Council accept the Financial Report and statements as presented.

**CARRIED**

5.2. Gerald Besyk provided Bank Update

- Three financial institutions (CIBC, Scotia Bank, & Steinbach Credit Union) asked to respond to a request for proposals
- Responses received from Scotia Bank and SCU
- CIBC, current bank, to be contacted for a reply
- Gerald Besyk and Robert Young to review responses and provide recommendation at next meeting.

**6. AUDITORS REPORT/RECOMMENDATIONS :**

6.1 The Report from the Auditor, PKBW Group Chartered Accountants and Business Advisors, Inc. on the Colleges Finances for 2007 presented by Gerald Besyk, Treasurer.

**MOTION 08-033**

**Gerald Besyk/ Robert Young**

That the Council accept the Auditors Report as presented.

**CARRIED**

6.2 The Auditor as part of the review of financial activities for 2007 put forward a number of recommendations as follows:

- Apply and obtain a Business Number from Canadian Revenue Agency  
- Treasurer will submit
- Provide a Non Profit Organization Income Tax Return to CRA  
- Auditor will prepare and submit
- Place Registrars position on a salaried basis

**MOTION 08-034**

**Gerald Besyk/ Robert Young**

That the existing Registrar be hired as staff in a salaried position retroactive to January 1, 2008.

**CARRIED**

**7. PROPOSED BUDGET, 2009 :**

7.1 Gerald Besyk presented and reviewed the proposed 2009 Budget to be presented at the CMLTM Annual General Meeting

- Consensus from discussion is that Treasurer will provide general information to the membership at the AGM regarding the fee schedule and the need to review.

**MOTION 08-035**

**Gerald Besyk/ Kelly Moist**

That the proposed Budget for 2009 be accepted as circulated and be recommended to the membership at the Annual General Meeting for approval.

**CARRIED**

**8. CONSENT AGENDA ITEMS:**

8.1 Registrars' Report previously circulated by Helmut Friesen

8.2 Board of Assessors Report previously circulated by Dave Fotheringham

8.3 Continuing Competency Committee Report previously circulated by Linda Schroeder

8.4 CIHI Report previously circulated by Gloria Mactavish

8.5 Nomination Committee Report presented previously circulated by Harvey Suski

- Reports accepted as circulated

**9. CONTINUING EDUCATION SELF ASSESSMENT**

9.1 CE Self Assessment

- Chair of Continuing Competency Committee presented Council with Self Assessment Tool for Approval
- The Council indicated that specific approval of the tool not required at the Council level and provided information for the committee as follows:
  - Council governs on the Carver Model which provides broad guidelines and policies for the Colleges operations and approves Committee Terms of Reference
  - Council appoints Committee chairpersons
  - Chair persons appoint committee members and provide names to Council for approval
  - Committee establishes programs based on the broad guidelines and terms of reference.

**10. NEW BUSINESS**

10.1 Approval for new member to Continuing Competency Committee

- Linda Schroeder recommended Cori Warkentin as a member of the Continuing Competency Committee

**MOTION 08-036**

**Harvey Suski/ Jocelyn Mabon**

That the Council approve Cori Warkentin as a member of the Continuing Competency Committee.

**CARRIED**

10.2 Terms of Reference for the Board of Assessors

- Dave Fotheringham recommended the revised Terms of Reference as circulated with the Board of Assessors Report be approved.

**MOTION 08-037**

**Gerald Besyk/ Earl Slimmon**

That the Council approve the revised Terms of Reference for the Board of Assessors.

**CARRIED**

**11. ADJOURNMENT**

The meeting was adjourned at 2004 hours

**NEXT COUNCIL MEETING – WEDNESDAY NOVEMBER 5, 2008 AT 1730 HOURS  
LOCATION – HOLIDAY INN AIRPORT WEST**