



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS  
OF MANITOBA**

245 Lilac Street  
Winnipeg, MB R3M 2S2  
www.cmltm.ca

Phone: 204-231-0311  
Fax: 204-489-7300  
Toll Free: 877-331-0311  
E-mail: cmltm@cmltm.ca

**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA  
COUNCIL MEETING**

**Friday September 22<sup>nd</sup>, 2023, 1730 hrs**

**CMLTM Boardroom/Zoom Room - 245 Lilac Street, Winnipeg, MB**

**Present:** Matthew Bueno de Mesquita, Jesziel LaForrest (online), Kevin Simonetto (online), Amina Khizar (online)

**Public Representatives (Online):** Steven Wu, Cynthia Rempel Patrick

**Guests:** Adam Chrobak, Tricia VanDenakker, Natalie Chaput (online)

**Regrets:** Kristy Peadson, Prashant John, Rajinder Pal Bhullar, Maria Bobiles

1. Call to Order and Land Acknowledgement Statement *Matthew Bueno de Mesquita*
- Meeting called to order by Matthew Bueno de Mesquita at 1738hrs. Quorum met.
  - Land Acknowledgement Statement was read.

2. Approval of June 14, 2023 Minutes *Matthew Bueno de Mesquita*
- Corrections: None

**MOTION 23:30** Cynthia Rempel-Patrick/Steven Wu

Be it moved to approve the June 14, 2023 Minutes as presented.

**CARRIED**

3. Approval of Agenda *Matthew Bueno de Mesquita*
- Corrections/Additions: None

**MOTION 23:31** Steven Wu/Cynthia Rempel-Patrick

Be it moved to approve the September 22, 2023 agenda as presented.

**CARRIED**

4. Consent Agenda Items:
- 4.1. Financial report (Q2) *Kevin Simonetto*
  - 4.2. Registrar's report (previously circulated) *Adam Chrobak*

*Kevin Simonetto joined the meeting at 1746hrs. Quorum met.*

- 4.3. Board of Assessors report (no report) *Prashant John*
- 4.4. Continuing Competency Committee (previously circulated) *Natalie Chaput*



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- 4.5. Complaints Committee report (no report)
- 4.6. Inquiry Committee report (no report)
- 4.7. Nomination Committee Report (previously circulated)
- 4.8. Executive Committee report (previously circulated)

*Maria Bobiles*  
*Amina Khizar*  
*Sajjid Janjua*  
*Matthew Bueno de Mesquita*

**MOTION 23:32 Cynthia Rempel-Patrick/Jesziel LaForrest**

Approve the Consent Agenda Items as presented.

**CARRIED**

5. Business Requiring Action

5.1. Policies for review, EL-6

*Matthew Bueno de Mesquita*

- During the audit process it was identified that the asset mix within the CMLTM investment policy is not in-line with the asset mix developed by the investment portfolio manager (Nesbitt Burns). The Auditor suggested to update the policy to match our investment portfolio.

**MOTION 23:33 Cynthia Rempel-Patrick/Steven Wu**

Be it moved to approve policy EL-6 as presented.

**CARRIED**

5.2. Council Appointments

*Matthew Bueno de Mesquita*

- Two interested registrants were identified: Jesziel LaForrest and Jackie Tower
- Could not be acclaimed to Council due to the proper nomination process was not followed for both.

**MOTION 23:34 Cynthia Rempel-Patrick/Kevin Simonetto**

Be it moved to appoint Jesziel LaForrest and Jackie Tower to the open three-year positions on Council.

**CARRIED**

**Abstained: 1**

5.3. Council Audit Recommendation for AGM

*Matthew Bueno de Mesquita*

**MOTION 23:35 Jesziel LaForrest/Kevin Simonetto**

Be it moved to bring forward F.H. Black to the Annual General Meeting as Council's recommendation for the Auditor for the 2023 financial statements.

**CARRIED**

5.4. Council Annual Evaluation

*Matthew Bueno de Mesquita*



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- Former Council Chair, Brad Collignon, took a course through Crown Corp for Public Representative. One of the documents he received was a Self-Assessment tool that he thought would work well for CMLTM Council.

## **MOTION 23:36** Kevin Simonetto/Jesziel LaForrest

Be it moved to adopt the Council Self-Assessment and Chair Evaluation tools for the 2023 Council Evaluations as presented.

### **CARRIED**

#### 5.5. Strategic Plan Review, October Meeting

*Matthew Bueno de Mesquita*

- Discussion regarding expectations for the Strategic Planning meeting on October 21<sup>st</sup>, 2023.
  - Continuing Competency requirements. Comparing between MB and other regulatory bodies in Canada and labour mobility. The Deputy Registrar, Tricia VanDenakker, has a chart of what they require but does not have their policies.
  - Council Officers (Executive Committee) will be appointed during the Strategic Planning meeting.
  - Financial literacy expectations. An accountant from FH Black is willing to attend the Strategic Planning meeting to speak on that.
  - Discuss annual evaluations (CEO, Council, and Chair).
  - Council/Committee Recruitment.
  - Review progress on the current Strategic Plan.

#### 5.6. CMLTM 2024-2028 Proposed Budget

*Matthew Bueno de Mesquita*

- Council requested comparison of registration fees across Canada. Spreadsheet was provided to Council today for review.
- Kevin Simonetto to review budget with Registrar
- Deferred.

*Amina Khizar joined the meeting at 1832hrs. Quorum met.*

## 6. Informational Items/Updates

### 6.1. CMLTM Reserved Act Submission

*Adam Chrobak*

- Continue to work with Manitoba Health Legislative Unit. A final draft is expected to be ready in November.

### 6.2. TRC Committee and MICST

*Tricia VanDenakker*

- Manitoba Indigenous Cultural Safety Training (MICST). Seven (7) Council/Committee members have completed the training. A survey was circulated to participants to evaluate their experience with the course. Results were positive.



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- Three new members have been recruited to the TRC Committee: Cristal Cizik, Daria Richardson, and Felicia Fermin.
- Review and revise the land acknowledgement statement.

7. Future Priorities

7.1. Nomination Committee, Recruitment Plan

7.2. Newsletter

- Delayed. AGM Q&A will be included in the newsletter.
- If any Council members have any articles or ideas for the newsletter should reach out ASAP to include them.

7.3. 2023 Annual General Meeting

8. Meeting Review (Board Effect Survey)

9. Adjournment

- The meeting was adjourned at 1911hrs by Council Chair, Matthew Bueno de Mesquita.

**MOTION 23:37** Kevin Simonetto

Be it moved to adjourn the meeting.

**CARRIED**

Approved on October 21, 2023 by COUNCIL