

LAMBTON COLLEGE OPEN BOARD MEETING
Thursday, January 26, 2023
4:30 p.m.
Lambton College Boardroom, C1-211(Teams option available)
AGENDA

4:30 1. **CALL TO ORDER** B. Hogan

2. **INDIGENOUS TRUTH AND RECONCILIATION** B. Hogan
LAND ACKNOWLEDGEMENT
Mike Denomme

At Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on.

It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

3. **CONSENT AGENDA (attachments)** B. Hogan **approval**

1. January 26, 2023 Agenda
2. December 8, 2022 Open Minutes
3. December 8, 2022 In-Camera Meeting Report
4. Chair's Report
5. Open Governance Report
6. Conflict of Interest Declaration

Recommendation: That the Board of Governors approves the minutes of the Open Meeting of December 8, 2022 and the entire contents of the consent agenda. 2023-1

- 4:35 4. **CELEBRATING OUR STUDENTS** K. Gray information
Sierra Cottrelle, 2nd year, Child and Youth Care Program
- 4:45 5. **HEALTH AND SAFETY ANNUAL REPORT (attachment)** S. Dickson **approval**
Brent Thomas, Director, Facilities Management
Tracey Arnold, Manager, Occupational Health & Safety and
Emergency Planning
Jessica Iacobelli, Health, Safety, & Environment Coordinator
Recommendation: That the Lambton College Board of
Governors accepts the 2022 Health and Safety Report.
2023-2
- 5:00 6. **STUDENT ADMINISTRATIVE COUNCIL ANNUAL** K. Gray information
REPORT (attachment)
Eric Steeves, President, Student Administrative Council
James Grant, General Manager & Student Administrative
Council President
- 5:20 7. **PRESIDENT'S REPORT (attachment)** R. Kardas information
- 5:30 8. **OTHER BUSINESS** B. Hogan information
1. PAC Meeting Reports
- 5:35 9. **ADJOURNMENT**

Members

Barry Hogan, Chair	Jason McMichael
Susan Ferguson, 1 st Vice-Chair	Dave Mitton
Shannon Landry, 2 nd Vice-Chair	Christian Russi
Brian Lucas	Jarvis Nahdee
Mike Denomme	Dave Park
Shawn Fowler	Dean Pearson
Rob Kardas	Kelly Provost
Tania Lee	Carly Vandenende
Rob Dawson	

Resource

Mehdi Sheikhzadeh
Mary Vaughan
Kurtis Gray

Ex.Officio

Spencer Dickson

Board E.A.

Lianne Birkbeck

Open Board Meeting – December 8, 2022 – 4:30 p.m. Western Sarnia-Lambton Research Park, Rm 1010

Membership

Barry Hogan, Chair
Susan Ferguson, 1st Vice-Chair

Jason McMichael
Dave Mitton

Shannon Landry, 2nd Vice-Chair
Christian Russi
Shawn Fowler
Rob Kardas
Tania Lee
Brian Lucas

Rob Dawson
Jarvis Nahdee
Dave Park
Dean Pearson
Carly Vandenende -regrets
Kelly Provost
Mike Denomme

Resource

Mehdi Sheikhzadeh
Mary Vaughan
Kurtis Gray

Ex.Officio

Spencer Dickson

E.A. to the Board

Lianne Birkbeck

1. **CALL TO ORDER**

Barry Hogan, Chair, called the meeting to order.

2. **INDIGENOUS TRUTH AND RECONCILIATION LAND ACKNOWLEDGEMENT**

The Chair invited Dave Mitton to make the Indigenous Land Acknowledgement that at Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on. It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

3. **CONSENT AGENDA (attachments)**

1. December 8, 2022 Agenda
2. October 27, 2022 Open Minutes
3. October 27, 2022 In-Camera Meeting Report
4. Conflict of Interest Declaration
5. Chair's Report

IT WAS MOVED BY: Susan Ferguson
SECONDED BY: Jason McMichael

THAT: the Board of Governors approves the minutes of the Open Meeting of October 27, 2022 and the entire contents of the consent agenda. 2022-31. **CARRIED**

4. **CELEBRATING OUR STUDENTS**

Dr. Mehdi Sheikhzadeh, VP Research and Innovation introduced Sebastian Jimenez, Environmental Technician Program student. Mr. Jimenez highlighted his work in the research department expressing his gratitude for their support and mentorship. He expressed how much he likes living in Sarnia-Lambton and has enjoyed his time within the community.

The Chair and the President thanked Mr. Jimenez for his presentation and wished him well in all future endeavours.

5. **FINANCIAL STATEMENTS FOR THE PERIOD ENDING SEPTEMBER 30, 2022 AND 2022/2023 FALL FINANCIAL FORECAST UPDATE**

The Chair invited Julie Carlton, Director Finance, to present the financial statements for the period ended September 30, 2022 and the Fall Financial Forecast update. Ms. Carlton overviewed variances noting International Education enrolment for the period as well an increase in the interest rate contributed to the projected surplus. Domestic enrolment continues to be a challenge and all efforts are focused on its rebound.

The Chair and the President thanked the Finance Department for their continued dedicated work.

IT WAS MOVED BY: Brian Lucas

SECONDED BY: Dave Park

THAT: The Board of Governors approves the Finance and Property Committee recommendation to approve the Financial Statements for the period ended September 30, 2022 and the Fall Forecast update of financial performance for the 2022-23 budget year as presented. 2022-32. **CARRIED**

6. **RENEWAL OF CONTRACT FOR AUDIT SERVICES**

Spencer Dickson, Senior VP Strategy and Corporate Services indicated that the BDO contract requires renewal for one additional year noting that in June 2023 an RFP will be issued.

IT WAS MOVED BY: Dave Mitton

SECONDED BY: Kelly Provost

THAT: the Board of Governors approves the Finance and Property Committee recommendation to approve the year two

extension of the contract for audit services with BDO Canada LLP to March 2024.

CARRIED. 2022-33

7. **PRESIDENT'S REPORT**

The President presented his report as written.

8. **GOVERNANCE REPORT**

The Chair overviewed the report and invited Mary Vaughan, Senior VP Academic and Student Success to overview the Programs and Service Committee recommendations. Questions were invited and the report presented for approval.

IT WAS MOVED BY: Tania Lee

SECONDED BY Kelly Provost

THAT: the Board of Governors approves the Governance Report and all decisions and motions therein, as presented.

CARRIED. 2022-34

9. **OTHER BUSINESS**

A. **Higher Education Summit:** The Governors who attended provided updates highlighting the excellent opportunity to network, deepen knowledge regarding governance, and the breadth of speakers was outstanding.

B. **PAC Committee Reports:** Reports were heard from Governors who attended the following Program Advisory Committees:

- Paramedic
- Chemical Production and Power Engineering
- Power Technology Engineering
- Welding
- Quality Engineering Management
- Practical Nursing
- Gerontology

10. **RESEARCH & INNOVATION**

The Chair invited Dr. Sheikhzadeh to provide the College's Research and Innovation update. Dr. Sheikhzadeh highlighted the capacity of the department detailing the research centres, the active partnerships, and the research rankings. The number of students involved with research continues to grow. The Board toured the College research labs at the Research to learn further information regarding the college's research projects.

11. **ADJOURNMENT**

The meeting adjourned.

MINUTES APPROVED BY:

Barry Hogan, Chair

AT MEETING OF: January 26, 2023
Lianne Birkbeck, Recording Secretary

Report From: Barry Hogan, Chair

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date	<u>January 23, 2023</u>
<input checked="" type="checkbox"/> Agenda Item No.	<u>3</u>

Subject: Report on Items from In-Camera Session December 8, 2022

Signature on file

Barry Hogan, Chair

The following took place at the December 8, 2022 In-Camera meeting:

- The In-Camera Minutes of October 27, 2022 were reviewed and approved.
 - The 2021-2022 Board Self Evaluation Results were discussed.
 - A Property Update was presented.
 - Presentations were heard regarding partnership opportunities being explored.
 - The President's 2021-22 Evaluation was presented and approved.
-

Report From: B. Hogan, Chair

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date <u>January 26, 2023</u>	
<input checked="" type="checkbox"/> Agenda Item No. <u>3</u>	

Subject: Chair's Report

1. **Committee Meetings:** The Chair will attend and chair the January 24th Executive of the Board meeting.

Report From: B. Hogan

<input checked="" type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input type="checkbox"/> Meeting Date <u>January 26, 2023</u>	
<input type="checkbox"/> Agenda Item No. <u>#3</u>	

Subject: GOVERNANCE

Recommendation: That the Board of Governors approves the Governance Report and all decisions and motions therein, as presented.

Signature on File
Barry Hogan, Chair

Programs and Services Committee

The Programs and Services Committee met on January 19th to discuss a new partnership opportunity.

M. Vaughan information

Nomination Committee

B. Hogan information

Lieutenant Governor Order in Council (LGIC) Appointments and Board Appointment Update

Rob Thompson, VP Manufacturing East, NOVA Chemicals would be the recommended 2023 LGIC candidate. The Committee will meet again in early February to determine the 2023 Board appointed candidate.

Executive Committee

B. Hogan information

The Executive Committee will meet on January 24th to review the 2023-2024 President and Board Goals and the six-month 2022-2023 President and Board Goal report.

Correspondence (attachments)

B. Hogan Information

1. January 11, 2023 Ministry of Colleges and Universities Memo to Executive Heads and Presidents regarding Ontario Human Rights Code
 - The correspondence was reviewed. The College is compliant with existing policies and procedures in place.
2. December 20, 2022 Notice of Scheduled Public Meeting Committee of Adjustment regarding a variance application

- The variance approval or denial will have no impact on the College as the owners are seeking relief from the bylaw to have reduced parking aisle widths on their site.
- No action was recommended by staff.

Ministry of Colleges and Universities

Office of the Minister

438 University Avenue, 5th floor
Toronto ON M7A 0B8

Tel.: 416 326-1600

Ministère des Collèges et Universités

Bureau de la ministre

438, avenue University, 5e étage
Toronto ON M7A 0B8

Tél. : 416 326-1600



MEMORANDUM TO: Presidents, Colleges of Applied Arts and Technology
Executive Heads, Publicly-Assisted Universities

FROM: The Honourable Jill Dunlop
Minister of Colleges and Universities

DATE: January 11, 2023

SUBJECT: **Ontario *Human Rights Code***

I am writing you today about a matter relating to your campuses and communities and your role in supporting safe and respectful places of learning.

As you know, the Ontario *Human Rights Code* (the “Code”) prohibits discrimination because of race, colour, ethnic origin, creed (e.g., religious beliefs) and other grounds in certain contexts, including the provision of services, which includes postsecondary institutions.

The Code provides that “every person has a right to equal treatment with respect to services, goods and facilities, without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability.”

Under the Code, the Ontario Human Rights Commission (OHRC) has functions to promote and advance respect for human rights in Ontario, to protect human rights in Ontario, and to identify and promote the elimination of discriminatory practices.

In December 2020, the OHRC wrote to the heads of publicly-assisted colleges and universities with concerns about reports of racism and other human rights issues. The OHRC:

- Recommended that institutions ensure that they institute transparent, accessible and formal structures to promote compliance with human rights law and principles, including comprehensive complaint mechanisms.
- Highlighted the duty for institutions to investigate reports of racism or systemic discrimination and ensure prompt steps are taken, especially where repeated allegations are raised.

- Identified several policies/products on its website that provide guidance to organizations on how to understand and fulfill human rights obligations.
- Urged institutions to take meaningful steps to better understand the experiences of students calling for more respectful, equitable and inclusive academic environments.

In April 2021, the OHRC sent a follow-up letter to colleges and universities that:

- Highlighted that it is critical for institutions to foster learning environments that are welcoming, inclusive and free of all forms of discrimination and harassment.
- Asked institutions to identify what actions they are taking to provide equitable and inclusive learning environments, including efforts to investigate discrimination and harassment in a timely and effective way.

As I know you would undoubtedly agree, all students in Ontario deserve to learn in a healthy, safe and respectful environment. That includes not having to worry about discrimination, harassment or hate while accessing education at a postsecondary institution. As we begin a new year, I am encouraging you to reflect on these issues and what steps your institution is taking to support healthy, safe and respectful environments.

If you wish to discuss this matter further, I encourage you to engage Deputy Minister Shannon Fuller. I look forward to supporting you in your ongoing work on this matter.

Sincerely,

[Original signed by]

The Honourable Jill Dunlop
Minister of Colleges and Universities

CC: Chairs, Boards of Governors, Publicly-Assisted Universities and Colleges of Applied Arts and Technology
Linda Franklin, President and Chief Executive Officer, Colleges Ontario
Steve Orsini, President and Chief Executive Officer, Council of Ontario Universities
Doug Brewer, Chief of Staff, Minister's Office, Ministry of Colleges and Universities
Shannon Fuller, Deputy Minister, Ministry of Colleges and Universities
Kelly Shields, Assistant Deputy Minister, Postsecondary Education Division, Ministry of Colleges and Universities



COLLEGE OF APPLIED ARTS A BOARD OF GOVENORS OF
THE
TECHNOLOGY
1457 LONDON RD
SARNIA ON N7S6K4

December 20, 2022
File Number(s)
A61/2022

**NOTICE OF SCHEDULED PUBLIC MEETING
COMMITTEE OF ADJUSTMENT**

Please be advised that the Public Hearing of the Committee of Adjustment for the City of Sarnia pertaining to this Variance Application(s) will be held on Tuesday, January 17th, 2023, in the Council Chambers at Sarnia City Hall, 255 Christina Street North. If you wish to participate in the public meeting virtually, please visit <https://www.virtualsarnia.ca>.

Submitting Correspondences

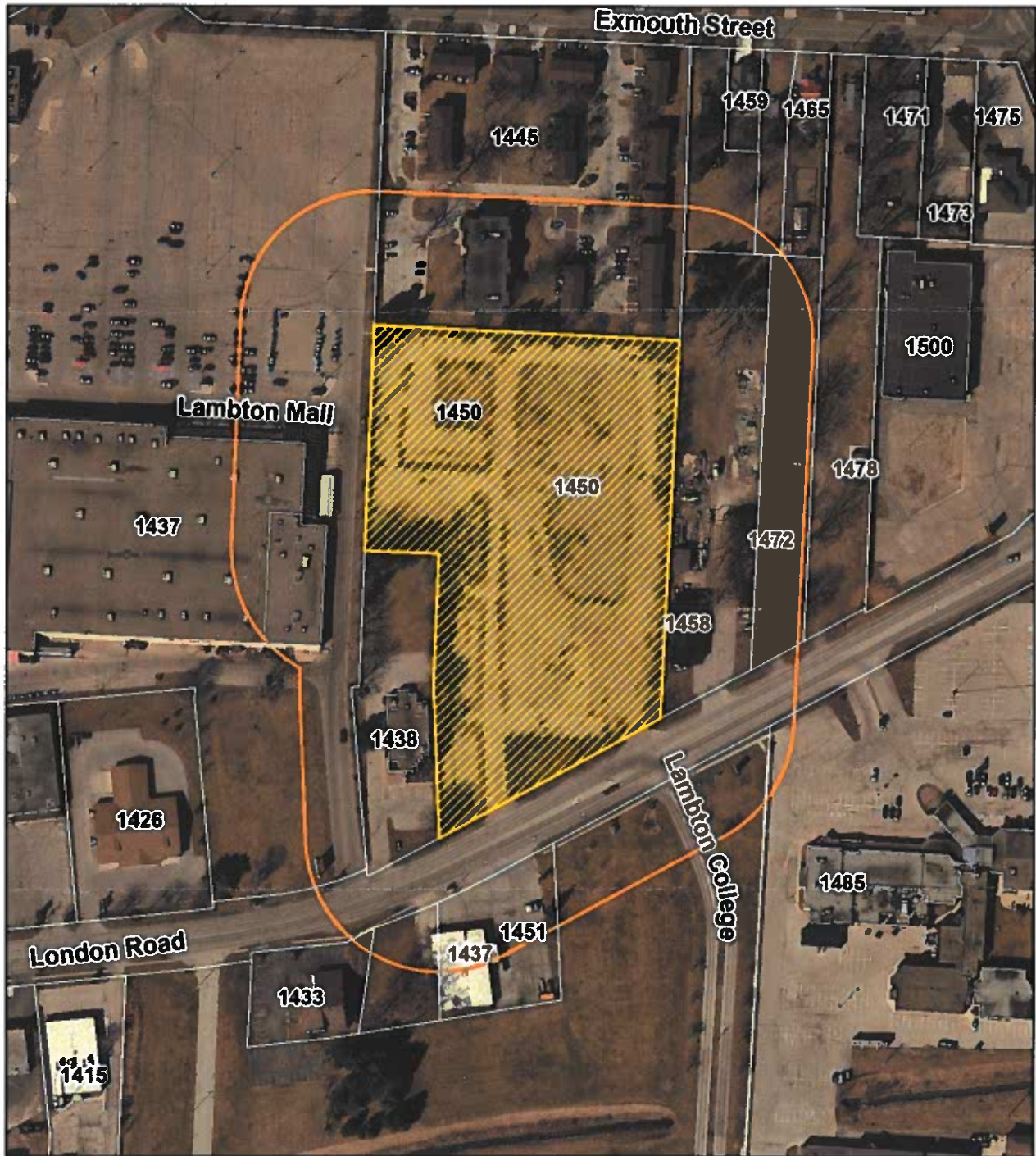
You may submit written correspondences by:

- **Email** to the Planning Department, Community Services Division at planning@sarnia.ca
- **Mail** to City of Sarnia, Attn: Planning Department P.O. Box 3018, 255 Christina Street North, Sarnia ON, N7T 7N2
- **Dropping Off** your comments at City Hall, either in the in the mailbox on the right-hand side of the Christina Street or to Customer Service.

Although written correspondence is encouraged, you may also speak at the public meeting, persons who would like to address the application during the meeting, may do so in person or virtually by registering online at <https://www.virtualsarnia.ca>.

AREA MAP

Committee of Adjustment A61/2022
1450 London Road



-  Subject Property
-  Notification Area



Prepared by the City of Samia,
Community Services Division,
Dated - December 19, 2022.

Aerial Photography Dated April 2021

Health & Safety Report

January 1 – December 31, 2022

Agenda

- Health & Safety Functions
- Prevention Initiatives
- Ministry of Labour, Immigration, Training & Skills Development Notices & Field Visits
- Workplace Safety & Insurance Board Accident Review
- Employee & Student Accident Summary
- Moving Forward

Health & Safety Functions

Functions:

- Health and Safety Compliance
- Policy & Procedure Development
- Security & Parking Operations
- Emergency Management
- Environmental Management

Prevention Initiatives

- Health & Safety Training
- Technologist and Departmental Meetings
- Student and Employee Orientations
- Lambton Safe App (12,407 Subscribers)
- Emergency Response Team Training & Fire Drill
- Awareness Communications
- JIRA work order system for workplace inspections and hazard reporting

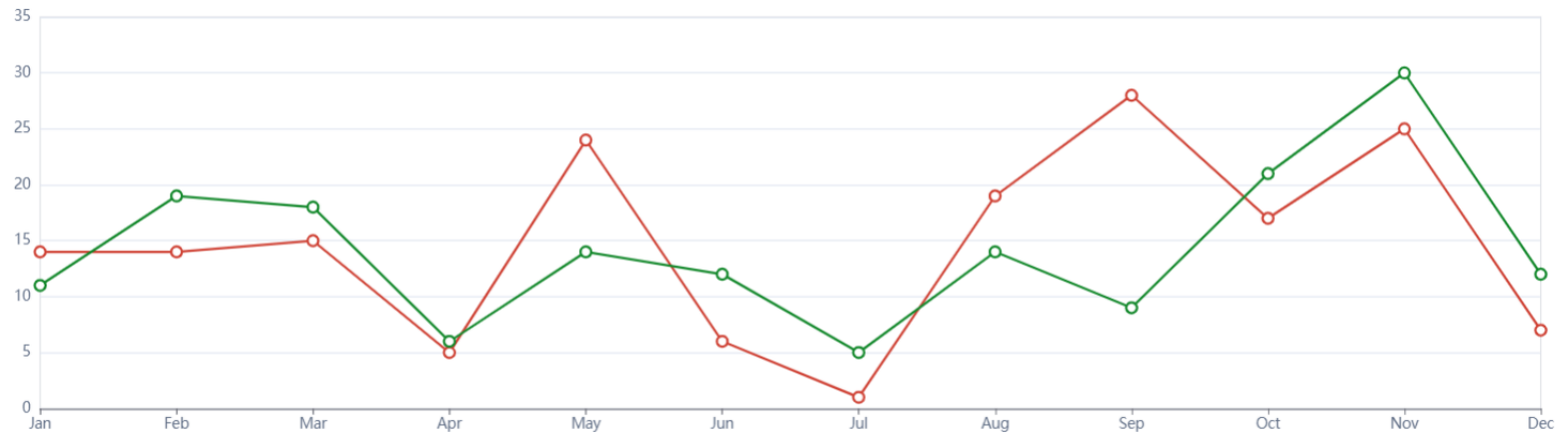
Reported & Controlled Safety Hazards

175

Created (Health & Safety)

171

Resolved (Health & Safety)



Ministry of Labour, Immigration, Training & Skills Development – Notices and Field Visits

- Occupational Illnesses
 - Notices for claims filed with WSIB
 - Field Visit – Reviewed Hearing Conservation & Noise Prevention Program
 - No orders issued
- Critical Injury
 - Notice for employee injury
 - Reviewed circumstances of the incident (occurred while working off campus)
 - No orders issued

Workplace Safety Insurance Board Accident Review

Year	Allowed Lost Time Injury	Allowed No Lost Time Injury	Denied Claims	Total Claims Registered	Total Days Lost
2021	0	4	2	6	0
2022	1	2	1	4	1

Employee Accident Summary

2021 Total Accidents Reported = 19

- 5 = WSIB No Lost Time Injury
- 1 = WSIB Lost Time Injuries (claim denied)

2022 Total Accidents Reported = 22

- 3 = WSIB No Lost Time Injuries
(1 employee critical injury)
- 1 = WSIB Lost Time Injury

Student Accident Synopsis

Top Injury Locations

- Lab/Shop

Factors: Lack of Skill, Hands on practical applications

Top Injury Types

- Cut/Lacerations & Burns

Examples: Welding slag, snipped finger with scissors, cut finger when breaking open glass ampoule

Moving Forward

- Continue to effectively communicate and maintain transparency with leadership and the JOHSC
- Utilize leading indicators to measure safety prevention efforts through compliance, improvement and continuous learning
- Develop programs based on findings or legislative requirements

Questions

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PRESIDENT'S REPORT TO THE BOARD OF GOVERNORS

January 26, 2023

RESEARCH & INNOVATION

- Research & Innovation (R&I) has a number of applications and proposals in progress. This includes:
 - An application for the renewal of the Lambton Manufacturing Innovation Centre Technology Access Centre grant from the Natural Sciences and Engineering Research Council of Canada (NSERC).
 - A \$500,000 proposal to the Ontario Vehicle Innovation Network (OVIN) for a project that would leverage the Lambton College eBit platform to increase awareness around vehicle electrification.
 - A proposal to OVIN for funding to build a demonstration zone for the demonstration of different electric vehicle technologies, predominantly for the testing and validation of technologies in support of commercialization. This proposal is for \$1 M over two years.
- R&I is also collaborating on a submission to the Skills Development Fund for accelerated and flexible Developmental Services Worker (DSW) programming. The submission is led by tricounty agencies, and Lambton College would serve as the educating contractor for the project. The proposal is for \$650,000 per year for three years.

OUR STUDENTS

- On December 14, Lambton College hosted a Parent & Application Night to help equip parents to support their children through their post-secondary journey. The event was well-attended.
- The Lambton College Massage Therapy Clinic was honoured with a 2022 Accessibility Award from the City of Sarnia. The Clinic received the Going Above and Beyond Award for forward-thinking when serving and assisting people with disabilities. The award was announced in December.
- Lambton College suspended all operations on December 23 as a result of inclement weather. This was communicated to students, employees, partners and the community on December 22 following a winter storm warning advisory.
- The College reopened on January 2 following the holiday break. Winter Term began on January 9 after a week of orientation and welcome back activities.

- Students were greeted by a new Lambton Lions mural on the back wall of the Cestar Group Athletics & Fitness complex gymnasium.
- The Lambton College Invitational basketball tournament took place on January 6 and 7. The tournament included men's and women's varsity games against Durham and Georgian Colleges, and a game between the Men's Basketball Team and a Lambton College Alumni team.
- The Student Administrative Council (SAC) hosted a financial planning information session with representatives from RBC on January 19.

OUR PEOPLE

- Throughout the month of December, Lambton College employees took part in a Holiday Decorating Contest. Enthusiasm for the contest was high and the winners were announced at the Employee Recognition Event.
- The annual Employee Recognition Event returned to an in-person celebration for the first time since 2019. On December 16, more than 200 employees gathered in the Event Centre to celebrate colleagues' achievements and enjoy a turkey luncheon.

OUR LOCAL AND GLOBAL COMMUNITY

- On December 15 and January 18, members of the Executive Management Team and College Management Team hosted City and City-County Councillors for introductory meetings on the important partnership between Lambton College and the City of Sarnia and Lambton County.
- On December 16, the President and members of CMT took Dave Hill, Vice President, LamSar Inc., on a tour of the Centre of Excellence.
- On December 20, the President met with Mayor Mike Bradley and Chief Administrative Officer Chris Carter.
- Cestar Group was included on the 2022 Mayor's Honour List. The strong partnership between Lambton College and the Cestar Group has resulted in significant support for the City of Sarnia's wide-load corridor, the Sarnia Sting, and the Inn of the Good Shepherd.
- The President joined Member of Provincial Parliament Bob Bailey's Virtual Town Hall on January 12.
- The President and other members of EMT and CMT took part in the President's Immigration Steering Committee and Action Groups meeting on January 16 at the Dante Club. The purpose of this meeting was to begin developing action plans for the implementation of the Sarnia-Lambton Immigration Framework.



Lambton
College

Office of
the President

- Lambton College provided a temporary emergency shelter for residents displaced by the Fairwinds Lodge retirement residence fire. More than 60 of the residence's 120 residents spent the night in the Cestar Group Athletics & Fitness Complex.