



**Executive Council Agenda**  
**April 17, 2023**  
**4:00PM-6:00PM**  
**TEAMS Meeting**

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**Attendees:** Nicole Fowler, Paula Murray, Francisca Morneault-Rouleau, Laura Garland, Lucie Boucher, Dianne Silliphant, Angela Kaiser-Hansen, Valerie Caron

Meeting started at 4:03 pm.

### **1. Approval**

- Agenda – Nicole would like to add Bill 118. Motion to approve by Dianne, seconded by Francisca.
- Minutes from March 20, 2023: motion to approve by Paula, seconded by Lucie.

### **2. Business Arising**

- Review Executive Council Action Items Spreadsheet (**Angela**)
  - Nicole said lawyer recommended to wait for Act passed in Legislature / Bylaws written, then begin Standards of Practice.
  - Legal fees for decoupling deferred to December 31<sup>st</sup>. Interest start accruing at the end of January. All other legal fees will be continued to be paid.
- TTF Fund (**Angela**)
  - According to the lawyer, it belongs to the NBASLPA, as have spent money given by government. Funds should be used, as a College should not have funds for education. Registrar spoke with SAC, who would prefer not to manage the TTF due to disparity between NBASLPA and other regulators, and ability to keep it going.
  - **Action:** Nicole to prepare business plan re increased fees with or without TTF (3 versions – full, partial, none)

**3. Registrar/Interim Executive Director Report** – reviewed by Nicole. Motion to accept by Paula, seconded by Lucie.

### **4. New Business**

- Cttee Member Approvals (**Nicole**) Motion to approve committee members who have met the criteria and submitted their forms; motion by Paula, seconded by Dianne. Suggestion by Paula to send a document of thanks when term finishes.
- Registrant voting (Bylaws)/AGM - Scan (**Nicole**) Registrar recommends an Annual Report and a Confidence vote. Postpone decision until registrar meets with lawyer to discuss which bylaws membership can vote on. Dianne suggested a Town Hall meeting in lieu of an AGM.

- Audit and Risk Management Committee / Finance Committee – Scan **(Nicole)** Rewrote Terms of Reference; pan-Canadian scan – all provinces except ACSLPA have Finance Committees. ARM too much work for current EC. **Action:** Nicole will do landscape scan how other provinces oversee cybersecurity. Motion to accept TOR as written and call it Finance Committee: motioned by Paula, seconded by Laura, motion carried. Lucie accepted to join the committee.
- Public Rep **(Nicole)** Invitation accepted from a retired finance person willing to sit on the Committee. **Action:** Nicole to see if public member needs to be approved by government; preference by EC that FC PM does not serve on the EC. Lucie recommended ensuring we have cyber security addressed.
- NBCASLP Logo Proposal **(Nicole)** **Action:** Valerie to research cost if we change acronym to CASLPNB. Angela requested shape of province with logo.
- Microsoft Office Tutoring **(Valerie)** Powerpoint presentation.
- Bill 118: Provincial Education Training and Labour **(Nicole)**: fair registration processes. Mtg on May 5<sup>th</sup> with NB Health Professions.

**5. Financials (Nicole)** Operation manual directions are not in the bylaws. **Action:** Nicole to research reason we need 200% in reserves.

**6. Network & Committee Updates (Nicole)**

**7. Date & Time of Next Meeting** - May 15, 2023 4 pm.

Meeting adjourned at 6:02 pm, motioned by Paula, seconded by Lucie.