



**Board of Directors Meeting Minutes  
May 12, 2021  
MS Teams/Conference Call Meeting**

The Board Chair began the meeting with a territorial acknowledgement on the lands from which we were calling-in from, introduced the Board and Management, and then explained the format of CLBC Board meeting.

**Question and Answer Period**

In order to improve communication, transparency, and accessibility to the public, the Board of CLBC provides opportunities for the public to schedule presentations and to ask questions from the Board prior to the beginning of every Board meeting.

The Board received no questions from the public in advance and no members of the public were in attendance.

**Public Presentations**

There were no public presentations.

**Attendees:**

Michael Prince – Board Chair  
Kathy Bright – Board Member  
Patti Sullivan – Board Member  
Julia Payson – Board Member  
Marnie Larson – Board Member

Barbara Carle-Thiesson – Board Member  
Nelson Chan – Board Member  
Simon Philp – Board Member  
Jake Anthony – Board Member  
Joely Viveiros – Board Member

**Guests:**

Jonathan Dube – Assistant Deputy Minister, SDPR  
Debbie Moore – Chair, PAC

**CLBC Staff:**

Ross Chilton - CEO  
John Stinson - Vice President, Regional Operations  
Henry Chen – Vice President, Finance and Chief Financial Officer  
Jack Styan – Vice President, Strategic Initiatives  
Sara Miller – Vice President, Corporate Services  
Megan Tardif – Executive Director, Quality Assurance  
Randy Schmidt – Executive Director, Communications and Stakeholder Relations  
Joanne Mills – Executive Director, Indigenous Relations  
Karen Mackay - Director, People Services & Organization Development



Alex Afanasev – Manager, Internal Audit  
Rebecca Lim – Executive Assistant to the CEO  
Donna Nordmann – Board Liaison (Recorder)

### **Call to Order**

Michael Prince, Board Chair, called the Public Board Meeting of May 12, 2021 to order at 9:02 a.m. and welcomed members of the Board, executives, and guests.

The Chair reminded attendees that CLBC Directors and Officers are public office holders and thus subject to the provisions of the Conflict of Interest Act. He asked Directors and Officers to declare any conflicts of interest, real or perceived they may have. None were declared.

### **1. Consent Agenda**

- Agenda of the May 12, 2021 meeting of the Board of Directors was reviewed.
- The minutes of the March 10, 2021 meeting of the Board of Directors was reviewed.

### **Motion**

It was **MOVED** and **SECONDED** that the Board approves the agenda and minutes as presented.

**CARRIED**

### **2. Other Business:**

#### **2.1 PAC Report by PAC Chair**

Debbie Moore, Chair of Provincial Advisory Committee (PAC) gave a report on PAC. Debbie responded to comments and questions from the Board.

#### **2.2 CEO Report**

Ross Chilton presented and discussed highlights of his CEO Report as of May 2021 and responded to comments and questions from the Board.

### **3. Board Education:**

#### **3.1 Housing Update**

Jack Styan, Ross Chilton, Sara Miller and Joanne Mills presented the PowerPoint presentation and interacted with the board.

*Break from 10:51 a.m. to 10:56 a.m.*



### **3.2 and 3.3 Interim Report and DRIPA (Declaration on the Rights of Indigenous People)**

Joanne presented her report and answered questions raised by the Board.

### **4. Board Committee Reports:**

#### **4.1 Finance & Audit Committee Report**

Barbara Carle-Thiesson reported that the F&A committee reviewed the Financial and Operating Report for the Year Ended March 31, 2021, the committee met with the auditors PwC and discussed the year end communication report, reviewed the draft auditor's report and reviewed the management recommendations letter prepared by PwC, the committee then met in camera with PwC. The committee also reviewed the Audited Financial Statements as of March 31, 2021 and sought board approval for the Audited Financial Statements as of March 31, 2021 as presented.

#### **Motion**

It was **MOVED and SECONDED** that, as recommended by the F&A Committee, the Board of Directors approves the Audited Financial Statements as of March 31, 2021 as presented.

**CARRIED**

#### **4.2 Governance & HR Committee Report**

Kathy Bright reported that the G&HR committee reviewed and approved the Briefing Note template which will be rolled out at the committee's next meeting, discussed the virtual open board meetings and Randy Schmidt is working on technical and process-based solutions and will bring it back to the September meeting for finalizing, the committee also discussed the order of the open and closed meetings and moved strategic issues to the beginning of the meeting ahead of compliance items, the committee will do a test run at its September meeting. The committee also reviewed in detail sections D-G of the board manual and will meet again to finalize these sections and bring it to the board for approval in September.

#### **4.3 Quality and Service Committee Report**

Patti Sullivan reported that the Q&S committee reviewed and approved the draft Annual Joint PAC/Board/IAC agenda for May 29, 2021, with the understanding that it may be modified with input from PAC and the Director of Indigenous Services. The committee also approved the committee's draft Terms of Reference that put forward by the sub-committee who in consultation with Kathy McLaughlin made changes to the committee's TORs. The approved draft TORs will be sent to the G&HR committee for review and final approval by the board.

### **5. Directors' Reports on Community Interactions/ External Events**

#### **5.1 PAC Report**

Jake Anthony and Simon Philp reported on the PAC meeting of April 17, 2021. Key issues continue because of the pandemic including recruitment/retention, technology barriers and interpersonal/connection challenges. The resiliency of the sector can be seen in innovations by Council



members that include virtual dance parties and other activities. Discussed components of the GSA tool. PAC provided positive feedback to CLBC for supporting self-advocates and persons with diverse abilities to consider applying for appointment to the CLBC Board.

Michael Prince thanked Jonathan Dube for his support and professionalism to CLBC as Jonathan was moving on into another department. Jonathan said he was always impressed and humbled by CLBC staffs' dedication to improve services and the board being a very perceptible board.

### **9. Adjournment**

There being no further business to discuss, the Chair asked for a motion to adjourn the meeting.

#### **Motion:**

It was **MOVED** and **SECONDED** that the Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 12:01 p.m. The next open Board meeting is scheduled for September 22, 2021 via MS Teams.