



COUNCIL MEETING

DATE: May 29 & 30, 2025

CLPNA Office 13163 146 Street, Edmonton

Open Session Council Meeting Minutes

Items are related to Regulatory Governance and Council Administration

Council Members Present: K Kooiker, A Cesar, L Osinchuk, K Mansbridge, M Noel, K Reynolds, I Pfeiffer, L Stebbins, D Welke, T Kent (virtual); W Gaudette (May 30, 2025)

Regrets: W Gaudette (May 29, 2025)

Staff Present: J Weis, C Waggett, K Haymond, T Richter, L Schneider, D Lemermeyer, M Malenfant

Staff Presenters: S Rossman

External Presenters: P McLoughlin; S Sutton; G Nanayakkara, C Bruce, G Lemermeyer

Observers: L Moore; Alycia Lobay; H Aujla

1.	Call to Order – Round table introductions <i>Thursday, May 29 @0854hrs</i> <i>Friday, May 30 @0908hrs</i>		
2.	Adoption of the May Agenda	<i>The Agenda was adopted as distributed</i>	
3.	Declaration <ul style="list-style-type: none">Conflict of Interest<ul style="list-style-type: none">A Cesar declared a conflict of Interest		
4.	Approval of Minutes <ul style="list-style-type: none">March 2025 minutes (motion was approved via email)May 14th email motion minutes	<i>Motion: to approve the May 14th email motion minutes as attached in the meeting package.</i>	<i>L Osinchuk/I Pfeiffer Carried</i>
5.	Ownership Linkage <ul style="list-style-type: none">Political Analyst – P McLouglin presentedGovernment of Alberta Workforce planning presented <i>The Analysis Guide to Ends Template was completed for the Political Analyst and Government of Alberta Workforce planning presentations.</i>		
6.	Governance Process items		
6.1.	Council Membership and Officers		
6.1.1.	President Election	<i>The Council of the College of Licensed Practical Nurses of Alberta:</i> <i>1. APPROVES that Ashley Cesar is:</i> <i>a. REAPPOINTED as a regulated member of council for a term from September 1, 2025, to August 31, 2028. and</i> <i>b. APPOINTED as President of council for a term from September 1, 2025 to August 31, 2028.</i>	<i>L Stebbins/M Noel Carried</i>
6.1.2.	Vice President Election	<i>The Council of the College of Licensed Practical Nurses of Alberta:</i> <i>APPOINTS Kristan Reynolds as Vice-President of council for a term from September 1, 2025 to August 31, 2027.</i>	<i>K Mansbridge/M Noel Carried</i>

6.1.3.	Appointment(s) and Re-appointment of Council Members	<p><i>The Council of the College of Licensed Practical Nurses of Alberta:</i></p> <p><i>REAPPOINTS Maydie Noel as a regulated member of council for a term from September 1, 2025, to August 31, 2028.</i></p> <p><i>APPOINTS Candace Frey as a regulated member of council for a term from September 1, 2025 to August 31, 2028.</i></p> <p>A Cesar recused herself from the appointment of C Frey as a regulated member of the CLPNA Council</p>	<p><i>L Osinchuk/K Reynolds Carried</i></p> <p><i>T Kent/I Pfeiffer Carried</i></p>
6.2.	Bylaws Update and approval	<p><i>Motion:</i></p> <p><i>The Council of the College of Licensed Practical Nurses of Alberta:</i></p> <ol style="list-style-type: none"> <i>1. RESCINDS the College of Licensed Practical Nurses of Alberta CLPNA Bylaws</i> <i>2. ADOPTS the College of Licensed Practical Nurses and Health Care Aids of Alberta (CLHA) Bylaws</i> <i>3. DECIDES that the CLPNA Bylaws will be rescinded and that the CLHA Bylaws will be effective on the same date that the amendments to Schedule 10 of the HPA and the Licensed Practical Nurses and Health Care Aides Profession Regulation comes into force.</i> 	<i>T Kent/A Cesar Carried</i>
6.3.	GP 4 – Council and Committee Principles – Committee Appointments		
6.3.1.	Council Registration Review Committee	<p><i>Council Appoints</i></p> <ol style="list-style-type: none"> <i>a. The President (A Cesar), an ex officio of Council</i> <i>b. D Welke, a public member of council</i> <i>c. L Osinchuk, a public member of council</i> <i>d. K Mansbridge, a regulated member of council</i> <p><i>To the Council Registration Review Committee for a term of September 1, 2025 to August 31, 2026; or until the CLHA bylaws come into force</i></p>	<i>I Pfeiffer/M Noel Carried</i>
6.3.2.	Council Appeals Committee	<p><i>Council Appoints:</i></p> <ol style="list-style-type: none"> <i>a. The President (A Cesar), an ex officio of Council</i> <i>b. I Pfeiffer, a public member of council</i> <i>c. L Osinchuk, a public member of council</i> <i>d. M Noel, a regulated member of council</i> <p><i>To the Council Registration Review Committee for a term of September 1, 2025 to August 31, 2026; or until the CLHA bylaws come into force</i></p>	<i>A Cesar/K Mansbridge Carried</i>
6.3.3.	Council Appointment Committee	<p><i>Council Appoints:</i></p> <ol style="list-style-type: none"> <i>a. The President (A Cesar), an ex officio of Council</i> <i>b. W Gaudette, a public member of council</i> <i>c. M Noel, a regulated member of council</i> <i>d. The CEO (Jeanne Weis) is, ex officio</i> <p><i>To the Council Appointment Committee for a term from September 1, 2025 to August 31, 2026</i></p>	<i>K Reynolds/D Welke Carried</i>

[illegible]

		<p><i>b. Permit Fee of \$90</i></p> <p>2. <i>DECIDES that changes to the application and permit fees for the Courtesy Register take effect August 1, 2025.</i></p>	
8.2.	Medicine Hat College program review	<p><i>Motion:</i></p> <p>1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i></p> <p><i>a. Entity: Medicine Hat College</i></p> <p><i>b. Type of Program: Practical Nurse Diploma.</i></p> <p>2. <i>DECIDES that the program of study is approved in full until May 31, 2030.</i></p>	<i>L Stebbins/L Osinchuk Carried</i>
8.3.	Red Deer Polytechnic program review	<p><i>Motion:</i></p> <p>1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i></p> <p><i>a. Entity: Red Deer Polytechnic</i></p> <p><i>b. Type of Program: Brokered Practical Nurse Diploma at Prairie College.</i></p> <p>2. <i>DECIDES that the program of study is approved in full until May 31, 2030.</i></p>	<i>L Stebbins/W Gaudette Carried</i>
9.	Required Approvals Agenda		
9.1.	HCA Continuing Competency Standards	<p><i>Motion</i></p> <p><i>The Council of the College of Licensed Practical Nurses of Alberta:</i></p> <p>1. <i>APPROVES the Standard of Practice for HCAs on the Continuing Competence Program for the purpose of consultation with registrants, the Minister, and any other persons deemed necessary.</i></p> <p>2. <i>DECIDES that the Standards of Practice for HCAs on the Continuing Competence Program will go for consultation according to the timelines specified by the proclamation of Health Care Aide Regulation.</i></p>	<i>M Noel/I Pfeiffer Carried</i>
10.	Worksheets for Self-monitoring		
10.1.	CMD - Council Management Delegation		
10.2.	CMD 1 - Unity of Control		
10.3.	CMD 2 - Accountability of The Chief Executive Officer		
10.4.	CMD 3 - Delegation to the Chief Executive Officer		
10.5.	CMD 4 - Monitoring Chief Executive Officer Performance		
	<i>The Council completed the above worksheets for self-monitoring</i>		
	Motion: to go into Closed Session May 30th @1120hrs		I Pfeiffer/L Stebbins Carried

10.6.	<p><i>In-Camera</i></p> <p><i>Motion: to move In-Camera May 30th @00900hrs</i></p> <p><i>Motion: to come out of In-Camera @1023hrs</i></p>	<p><i>I Pfeiffer/A Cesar Carried</i></p> <p><i>M Noel/L Stebbins Carried</i></p>
11.	Adjournment Friday, May 30 th @1622hrs	