



COUNCIL MEETING MINUTES

St. Albert Trail Place
13163 146 Street, Edmonton

DATE: February 26 & 27, 2026

OPEN SESSION COUNCIL MEETING <i>Items are related to Regulatory Governance and Council Administration</i>
<p>ATTENDEES:</p> <p>Council Members Present: A Cesar, L Osinchuk, K Mansbridge, M Noel, K Reynolds, I Pfeiffer, D Welke, W Gaudette, C Frey, H Barker, J Corriveau</p> <p>Council Member Virtual: T Kent</p> <p>Staff Present: J Weis, T Richter, L Schneider, D Lemermeyer, K Haymond, M Malenfant</p> <p>Staff Presenters: A Carlson</p> <p>External Presenters: C Douglas, KBH Chartered Professional Accountants</p>

1.	<p>Call to Order - introductions</p> <p><i>With gratitude, the CLPNA acknowledges the traditional territories where we work and learn. The CLPNA regulates the practice of practical nursing on Treaty 6, 7, and 8 territories, and the Metis homelands. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of what is now known as Canada, whose presence continues to enrich our community and whose ancestors have taken care of the land for centuries.</i></p>
2.	<p>Acceptance of the February Agenda</p> <p><i>The Board accepted by Consensus with no objections the February 2026 Agenda</i></p>
3.	<p>Administration Process</p> <ul style="list-style-type: none"> • Conflict of Interest declaration
4.	<p>Approval of Minutes</p> <ul style="list-style-type: none"> • November 20 & 21, 2025 minutes (resolution was approved via email) • January 21, 2026 minutes <p><i>The Board decided by Consensus with no objections, the January 21, 2026 minutes distributed in the February 2026 meeting package.</i></p>
5.	<p>Launch of CLHA (attached)</p>

6.	Monitoring CEO Performance
6.1.	END Policy
6.2.	EL 1 – Treatment of Staff
6.3.	EL 5 – Treatment of Members and Public
6.4.	EL 9 - Amendments to HPA, Regulations or Bylaws
6.5.	EL 11 – Ethical Conduct
6.6.	EL 3 – Financial Condition
<p><i>Council acknowledges that they have received the CEO Monitoring Reports and that Council is satisfied that there is sufficient evidence of compliance with a reasonable interpretation of the policy of all the Council governance policies addressed in the report, namely the following policies: END Policy; EL 1 – Treatment of Staff; EL 3 - Financial Condition; EL 5 – Treatment of Members and Public; EL 9 – Amendments to HPA, Regulations or Bylaws and EL 11 – Ethical Conduct</i></p>	
6.6	EL 3 – Financial Condition <ul style="list-style-type: none"> • Audited Financials were presented by KBH Chartered Professional Accountants
<p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the College of LPNs and HCAs of Alberta:</i></p> <ol style="list-style-type: none"> <i>1. APPROVES the 2025 financial audit as presented by KBH Chartered Professional Accountants and;</i> <i>2. DECIDES that \$1,403,172 be allocated towards the CLHA Unrestricted Fund</i> <i>3. DECIDES that \$500,000 be allocated from Unrestricted net assets towards the CLHA Future Capital Asset Replacement Fund.</i> <p><i>The Council of LPNs and HCAs of Alberta:</i></p> <ol style="list-style-type: none"> <i>1. AUTHORIZES the President to sign the Management Representation Letter on behalf of the Council</i> 	
7.	Ownership Linkage <ul style="list-style-type: none"> • Catherine Douglas - Health Advocate and Mental Health Advocate – Government of AB <ul style="list-style-type: none"> ○ The Analysis Guide to Ends Template was completed by the Council. Please see the attached
8.	Regulatory Items
8.1.	Licensed Practical Nurses
8.1.1.	Standards of Practice on Continuing Competence

	<p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the CLHA</i></p> <ol style="list-style-type: none"> 1. <i>ADOPTS the Standard of Practice for LPNs on Continuing Competence.</i> 2. <i>DECIDES that this resolution is effective February 26, 2026.</i>
<p>8.1.2.</p>	<p>Alberta Foot Care Academy Program Approval</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the CLHA:</i></p> <ol style="list-style-type: none"> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> <ol style="list-style-type: none"> a. <i>Entity: Alberta Foot Care Academy</i> b. <i>Type of Program: Advanced Foot Care Program</i> 2. <i>DECIDES that the program of study is granted full approval until October 31, 2027</i>
<p>8.1.3.</p>	<p>Bow Valley College Program Approval</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the CLHA:</i></p> <ol style="list-style-type: none"> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> <ol style="list-style-type: none"> a. <i>Entity: Bow Valley College</i> b. <i>Type of Program: PN diploma program</i> 2. <i>DECIDES that the program of study is approved in full until February 28, 2031.</i>
<p>8.1.4.</p>	<p>Bow Valley College (Yukon) Program Approval</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p>

	<p><i>The Council of the CLHA:</i></p> <ol style="list-style-type: none"> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> <ol style="list-style-type: none"> a. <i>Entity: Bow Valley College</i> b. <i>Type of Program: PN diploma program brokered to Yukon College</i> 2. <i>DECIDES that the program of study is approved in full until February 28, 2031.</i>
<p>8.1.5.</p>	<p>Northern Lakes College Program Approval</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the CLHA:</i></p> <ol style="list-style-type: none"> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> <ol style="list-style-type: none"> a. <i>Entity: Northern Lakes College</i> b. <i>Type of Program: PN diploma program</i> 2. <i>DECIDES that the program of study is approved in full until February 28, 2031.</i>
<p>8.2.</p>	<p>Health Care Aides</p>
<p>8.2.1.</p>	<p>Actively Engaged Requirements for Registration Policy</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the College of LPNs and HCAs of Alberta:</i></p> <ol style="list-style-type: none"> 1. <i>RESCINDS the October 14, 2025, version of the Actively Engaged Requirements for Registration policy.</i> 2. <i>APPROVES the new Actively Engaged Requirements for Registration policy for HCAs (attached).</i> 3. <i>DECIDES the changes are effective February 26, 2026.</i>
<p>9.</p>	<p>Governance Process items</p>

9.1.	<p>Governance Committee Policy Review – <i>Agenda item 9.1b</i></p> <ul style="list-style-type: none"> • EL 2 – Planning • EL 3 – Financial Condition • EL 4 - Asset Protection • EL 6 – Compensation and Benefits • EL 10 – Fees • EL 12 – Investments – <i>Agenda item 9.1a</i>
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Agenda item 9.1a

The Board decided by Consensus with no objections, the following Resolution:

The Council of the College of LPNs and HCAs of Alberta:

1. *ESTABLISHES an Investment Policy Review Working Group (ad hoc) to consider CLHA’s future investment approach*
2. *APPOINTS:*
 - a. *C Frey, a regulated member of council,*
 - b. *K Mansbridge, a regulated member of council,*
 - c. *D Welke, a public member of council*
 - d. *J Corriveau, a public member of council,*
 - e. *The CEO (or designate)*
3. *DIRECTS the Working Group to develop a Terms of Reference outlining the committee’s purpose, duties, resources required, outcomes, and end date for approval by Council at the May 2026 Council Meeting.*

Agenda item 9.1b

The Board decided by Consensus with no objections, the following Resolution:

The Council of the College of LPNs and HCAs of Alberta:

1. *APPROVES update to EL 4, #5, removing negative language from: (CEO shall not) Make purchases that do not result in appropriate level of quality, after-purchase service, value for dollar, or do not provide opportunity for fair competition.*

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(CEO shall not) Make purchases that result in an inappropriate level of quality, after-purchase service, value for dollar, or opportunity for fair competition.

2. *DEFERS completion of review on EL 10 - Fees until May 2026 Council Meeting*
3. *DEFERS completion of review on EL 12 – Investments until completion of work by the Investment Policy Working Group.*

<p>9.2.</p>	<p>GP 4 – Council Committee Principles and Structure</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the CLHA:</i></p> <ol style="list-style-type: none"> 1. <i>DIRECTS that composition for all Council Committees’ Terms of Reference be updated to reflect:</i> <ol style="list-style-type: none"> 1. <i>the President is an ex officio member, and;</i> 2. <i>Any member appointed to a Council Committee may serve as its chair.</i> 2. <i>DECIDES that this be updated and included for review of all Terms of Reference by Council at its May 2026 meeting.</i>
<p>9.3.</p>	<p>ESAC Terms of Reference</p> <p><i>The Board decided by Consensus with no objections, the following Resolution:</i></p> <p><i>The Council of the College of LPNs and HCAs of Alberta:</i></p> <ol style="list-style-type: none"> 1. <i>APPROVES the ESAC Terms of Reference.</i> 2. <i>DECIDES that the ESAC Terms of Reference are effective immediately.</i>
<p>9.4.</p>	<p>Environmental Scan</p> <ul style="list-style-type: none"> • A Carlson, CLHA’s Director of Performance and Measurement and Research, presentation
<p>10.</p>	<p>In Camera</p> <p><i>The Board decided by Consensus with no objections to go into Restricted In Camera at 1323hrs</i></p> <p><i>The Board decided by Consensus with no objections to come out of Restricted In Camera at Time 1412hrs</i></p>
<p>11.</p>	<p><i>Adjournment</i></p> <p><i>Friday, February 27 @1413hrs</i></p>