

COUNCIL MEETING MINUTES

Hampton Inn & Suites
St. Albert Room

DATE: September 24 & 25, 2026

OPEN SESSION COUNCIL MEETING	
<i>Items are related to Regulatory Governance and Council Administration</i>	
ATTENDEES: Council Members Present: A Cesar, M Noel, L Osinchuk, D Welke, T Kent, C Frey, H Barker, J Corriveau, K Mansbridge, K Reynolds, W Gaudette (regrets September 24, 2026, and attended September 25, 2026) Council Member Regrets: I Pfeiffer Staff Present: J Weis, T Richter, L Schneider, D Lemermeyer, C Waggott, M Malenfant Staff Presenters: S MacGregor (CLHA Staff) External Presenters: K Precht (Field Law)	

1.	Call to Order September 24, 2026 @0955hrs September 24, 2026 @0912hrs
	<i>With gratitude, the CLHA acknowledges the traditional territories where we work and learn. The CLHA regulates the practice of Licensed Practical Nurses and Health Care Aides 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>
2.	Acceptance of the September Agenda <i>The Council accepts by Consensus with no objections the September 2026 Agenda</i>
3.	Administration Process • Conflict of Interest declaration • Council Member Annual Disclosure and Confidentiality Declaration • Emergency Contact information <i>One member disclosed a potential conflict of interest</i> Declarations are now uploaded into Nextcloud – <u>Council Conflict of Interest and Declarations</u>
4.	Council Minutes • May 28 & 29, 2026 minutes (resolution was approved via email)

	• June 15, 2026 minutes (resolution was approved via email)
5.	Monitoring CEO Performance
5.1.	EL 3 – Financial Condition
5.2.	EL 7 – Communication and Support to Council
5.3.	EL 10 - Fees
<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: EL 3 - Financial Condition; EL 7 – Communication and Support to Council; EL 10 Fees.</i>	
6.	Regulatory Items
6.1.	For Information – Health Professions Restricted Activity Regulation (HPRAR) – Presentation – Primary and Preventative Health Services (PPHS) proposal on LPN Regulation – <i>C Waggott presented</i>
6.2.	For Information – LPN Standards of Practice – Restricted Activities, Advanced Practice and Supervision
6.3.	For Information - LPN/HCA Program Approval Standards and Indicators clarification
6.4.	For Information - Council BN- HCA Program Approval background
6.4.1.	Approval - HCA Medicine Hat (Satellite) Program status change request <i>The Council of the CLHA, by Consensus with no objections:</i> 1. <i>RESCINDS full program approval status for the MHC satellite HCA program in Brooks.</i> 2. <i>DECIDES that this resolution is effective immediately.</i>
6.4.2.	Approval - HCA Red Deer Polytechnic (Main) Program Review <i>The Council of the CLHA, by Consensus with no objections:</i> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> a. <i>Entity: Red Deer Polytechnic - Main</i> b. <i>Type of Program: HCA Program</i> 2. <i>DECIDES that the program of study is approved in full until June 30, 2029.</i>
6.4.3.	Approval - HCA Red Deer Polytechnic (Satellite) Program Review <i>The Council of the CLHA, by Consensus with no objections:</i> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> a. <i>Entity: Red Deer Polytechnic -Satellite Campus Alberta Central</i> b. <i>Type of Program: HCA Program</i>

	2. <i>DECIDES that the program of study is conditionally approved until June 30, 2028.</i>
6.4.4.	Approval – HCA Training Inc. (Main) Program Review <i>The Council of the CLHA, by Consensus with no objections:</i> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> a. <i>Entity: Training Inc.</i> b. <i>Type of Program: HCA Program</i> 2. <i>DECIDES that the program of study is conditionally approved for one year to September 25, 2027 with direction to CEO for quarterly monitoring.</i>
6.4.5.	Approval – HCA Northern Lakes College (Main) Program Review <i>The Council of the CLHA, by Consensus with no objections:</i> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> a. <i>Entity: Northern Lakes College – Slave Lake (main)</i> b. <i>Type of Program: HCA Program</i> 2. <i>DECIDES that the program of study is conditionally approved for one year to September 25, 2027, with direction to the CEO for quarterly monitoring.</i>
6.4.6.	Approval – HCA Northern Lakes College (Satellite) Program Review <i>The Council of the CLHA, by Consensus with no objections:</i> 1. <i>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</i> a. <i>Entity: Northern Lakes College – Peace River (Satellite)</i> b. <i>Type of Program: HCA Program</i> 2. <i>DECIDES that the program of study is conditionally approved for one year to September 25, 2027 with direction to CEO for quarterly monitoring.</i>
7.	Governance Process items
7.1.	Council Committees
7.1.1.	Governance Committee Update and Approval – K Reynolds • GP 6 – Code of Conduct • GP 8 – Council Linkage with other Ownership • GP 9 – Council Linkage with other Organizations • GP 10 – Council Planning Cycle and Agenda Control

	- GP 11 – Governance Succession Planning <i>The Council of the CLHA, by Consensus with no objections:</i> <i>APPROVES updates to Governance Policies as follows:</i> <i>GP 8 name to "GP 8 – Council Engagement with Ownership"</i> <i>GP 9 name to "GP 9 – Council Engagement with Other Organizations"</i> <i>In GP 10, add delegation of authority for Vice President for meeting content as below:</i> <i>Based on the outline of the annual schedule, the Council delegates to the President the authority to fill in the details of the meeting content.</i> <i>To</i> <i>Based on the outline of the annual schedule, the Council delegates to the President and Vice President the authority to fill in the details of the meeting content.</i> <i>DEFERS completion of review on GP 6 – Code of Conduct until November 2026 Council Meeting</i>
7.1.2.	Investment Committee update – C Frey <i>A policy governance expert will be invited to join the next meeting.</i> <i>The committee will be examining a comparison of different regulators' investment policies.</i> <i>Then the committee will consult with an investment expert.</i>
7.2.	Bylaws – Approval <i>The Council of the CLHA, by Consensus with no objections:</i> <i>AMEND name of "Voting" section of Bylaws to "Council Decision-Making"</i> <i>RESCIND CLHA Bylaws 2.32 and 2.33 and REPLACE with the following:</i> <i>2.32 Decisions on resolutions by Council may be made:</i> <i>at a meeting of Council; or</i> <i>with the authorization of the President by mail, email, during a teleconference, or by any other means.</i> <i>2.33 Subject to Bylaw 2.34 resolutions are decided by Council by consensus which is reached when:</i> <i>The resolution has been introduced;</i> <i>The President has provided Council with an opportunity to discuss the resolution;</i> <i>No Council Member has expressed a desire for further discussion; and</i> <i>No Council Member objects to the proposed resolution.</i>

	2.34 Council must decide a resolution by a formal vote in the following circumstances: (a) When consensus cannot be reached; (b) When any member of Council requests that the resolution be determined by voting instead of by consensus; or (c) Where the Bylaws otherwise specify the requirement that a Council decision must be made by voting. 2.35 Where a formal vote on a resolution is required: (a) A Council Member who is eligible to vote must make a motion; and (b) A Council Member who is eligible to vote must second the motion. 2.36 Decisions may be made by Council by consensus or a vote as long as the Council Members participating constitutes quorum. 3. REVISE numbering for the remainder of Part 2 – Governance within the Bylaws. 4. AMEND the minimum number of registrant members required for quorum from one to two for: a. A Complaint Review Committee – Bylaw 5.8; b. A Hearing Tribunal – Bylaw 5.13; and, c. A Panel of Council – Bylaw 6.3. 5. AMEND these committees’ Terms of Reference as required to reflect the changes in #4 above. 6. DECIDES that this resolution is effective immediately.
7.3.	Council Annual Competency Survey <i>The council completed the online survey, and the results were discussed during the meeting. The results will be used for further Council education planning in Governance and Nursing Practice. Additional individual training will be assessed.</i>
7.4.	Worksheets for Self-Monitoring • CMD - Council Management Delegation • CMD 1 - Unity of Control • CMD 2 - Accountability of The Chief Executive Officer • CMD 3 - Delegation to the Chief Executive Officer • CMD 4 - Monitoring Chief Executive Officer Performance <i>The council completed the online survey, and the results were discussed during the meeting. The Governance committee will use the results as feedback when doing the policy reviews.</i> <i>The worksheets for the assignments will be available at the next meeting, along with a Briefing Note describing the process and expectations.</i>

8.	In Camera – September 24, 2026 <i>The Council accepts by Consensus with no objections In Camera @1505hrs</i> <i>The Council accepts by Consensus with no objections In Camera @1615hrs</i> Restricted In Camera – September 25, 2026 <i>The Council accepts by Consensus with no objections to go into Restricted In Camera at 1511hrs</i> <i>The Council accepts by Consensus with no objections to come out of Restricted In Camera to an open Session at Time 1607hrs</i>
9.	Adjournment <i>September 25th @1607hrs</i>