

Enriching lives, communities and industry in Northern BC and the world through accessible, applied, and academic learning.

<p>Present:</p> <p>J. Moore, Board Chair A. Graff, Vice President Finance & Corporate Services B. Mackinnon, Faculty Board Member C. McCullough, Support Board Member J. Cruz, Student Board Member J. Drew, Vice President Comm. Rel. & Institutional Strategy M. Troyer, Board Member P. Berg, Board Vice Chair</p>	<p>R. Irwin, Board Member S. Canning, Board Member S. Clerk, Associate Vice President Educational Services S. Fraser, Education Council Chair S. Goudie, Board Member T. Best, Board Member T. Hyland-Russell, Vice President Academic & Research T. Bondaroff, President & CEO H. Larden, Executive Assistant to the President & Board (Recorder)</p>
<p>Absent:</p> <p>C. Brown, Board Member J. Singh, Student Board Member K. Ghostkeeper, Board Member M. Waldorf, Board Member</p>	<p>Guest(s):</p> <p>K. Bravo, Registrar</p>

1. **Call to Order, Territorial Acknowledgement, Welcome, and Oaths of Office – 9:02 am**
After welcoming everyone to the meeting, the protocols for online participation were reviewed. Board members are asked to have their cameras on and to declare they are in a private space. Student Board Member J. Cruz, who was elected in October 2025, was introduced and performed her oath of office. J. Cruz is enrolled in the Land and Resources program, attending the Fort St. John campus.

2. **Appointment of Board Evaluator**
C. McCullough was appointed as Board evaluator.

3. **Approval of Agenda**
2026/008 Best/Troyer
THAT the Northern Lights College Board approves the March 18, 2026, agenda with the prerogative of the Chair to adjust the agenda as needed. Carried

4. **Review of December Motion #2025/063 – J. Moore**
Motion 2025/062, which was passed at the December 10, 2025, Board meeting: was discussed.
2026/009 Troyer/Best
THAT the Northern Lights College Board rescinds motion number 2025/062 passed on December 10, 2025. Carried
The next step in the process will be for the Governance Committee to adjust an Executive Limitation.

5. **Consent Agenda**
 - 5.1. **Minutes from the December 10, 2025, Open Session Meeting**
 - 5.2. **Minutes from the March 2, 2026, Email Vote**
 - 5.3. **Quarterly Board Expense Report** (Q3: October – December 2025)
 - 5.4. **Quarterly Review of the President’s Expenses** (Q3: October – December 2025)
 - 5.5. **Monitoring Report: B-EL-4** (Financial Condition)
 - 5.6. **Monitoring Report: B-EL-10** (Land Use)
 - 5.7. **Monitoring Report: B-EL-7** (Communication and Support to the Board)

2026/010 Berg/Canning

THAT the Northern Lights College Board approves the following items on the consent agenda:

- Minutes from the December 10, 2025, Open Session Meeting;
- Minutes from the March 2, 2026, Email Vote
- Q3 Board Expense Report;
- Q3 Review of the President's Expenses; and
- The Monitoring Reports for B-EL-4, B-EL-10, and B-EL-7 as demonstrating compliance with reasonable interpretations of the policies. Carried

6. Planned Linkage with Owners

6.1. Ownership Linkage Committee Report, B-GP-3 & 4 –J. Moore

Two written reports are available on D2L.

S. Goudie joined the meeting.

7. Board Education and Communication

7.1. President's Report to the Board, B-EL-7 – T. Bondaroff

President Bondaroff presented an update on the strategic plan's implementation, highlighting key initiatives and progress. He spoke to the following items in his written report (available on D2L), providing additional details and answering questions:

- Strategic Pillar: Responsive Programming
 - Goal 2.1: Leverage provincial and regional priorities to inform NLC programming and portfolio decisions.
 - Objective 1: Develop an Allied Health Strategy.
 - New healthcare lab officially opened on March 17
- Public Post-Secondary Review
 - Update provided
- BC Colleges Council of Presidents meetings and activities
 - Budget week
 - BC Colleges day
 - Armed forces
 - Training opportunities
- Tumber Ridge update
 - Students being supported remotely
 - Steps taken to ensure no negative impact (records, financial, etc.) for students impacted by tragedy
 - Short-term location
 - Smaller space; to be operated as an access centre
 - Funding, transition, and timelines
 - Former site locked down (impact on assets, records, etc.)
 - Discussion on future space
 - Safety and security systems and practices being reviewed
- Alumni program update
 - Transition to advancement model
 - Outreach to alumni, social media spotlights, etc.
- New employee survey being developed
 - Impact of move to in-house survey vs. third party
 - Cost, limitations in linking data, continuity, focused rather than generic template
- Skilled Trades BC update

7.2. Board Chair Report – J. Moore

Board members are encouraged to add the following events in their calendars:

- April 15 – NLC Rodeo Team Send Off / Year End Awards at 5 pm– Dawson Creek Campus
 - Invitation has been sent out
- May 7 - Annual Northern Lights College Service Awards Gala at 6 pm – Ovintiv Centre
 - Email invitation was sent out today
- Convocation Ceremonies
 - May 28 - Dawson Creek Convocation at 2pm - Ovintiv Centre
 - June 4 - Fort St John Convocation at 2pm – FSJ Curling Club
 - June 17 - Fort Nelson Convocation at 2pm – Phoenix Theatre
 - Email invitation was sent out today

The importance of committee meeting attendance and regularly checking NLC email addresses was discussed. An email will be forthcoming regarding the annual Board assessment / self-evaluation. The results of the assessment will be reviewed at the May 20, 2026, Board meeting.

A short break was taken from 10:13 – 10:28 am.

7.3. Finance, Risk and Audit Committee Report – P. Berg

An overview of the February and March committee reports was provided, including details of the audit plan and the 2026-2027 NLC operational budget.

7.4. Governance Committee Report – J. Moore

S. Canning has agreed to step into role of Chair of this committee.

7.5. Education Council Chair Report – S. Fraser

An update on Education Council activities was provided (written reports available on D2L). S. Fraser participated in a presentation on governance in January, which she recommends as valuable and informative. The Education Council has adjusted their agenda layout (exclusive authority, joint authority, advise items, etc.) based on this training, which the Chair's Report to Board now utilizes, too. Including this session in the October Board retreat was discussed.

7.6. NLC Foundation Representative Report(s) – S. Canning

An update on recent Foundation activities was provided including:

- Last awards cycle
 - Over \$116,000 in funds dispersed
 - Donors being reached out to with thanks for supporting NLC students
- Upcoming Astra workshops
- Upcoming events (including 50-50 opportunities)
 - Trades shows
 - Fort St. John triathlon in June
 - Bannister charity golf tournament in July
 - Dawson Creek Fall Fair
 - Race Against Hunger
 - Barn-build grand opening
 - AGM in September
 - NLC Rodeo in September
 - Giving Day in December
- Models of Foundations
 - Advancement model structures
 - Importance of both the NLC Board of Governors and Foundation Board understanding the structure, roles, etc.

J. Drew joined the meeting.

- 7.7. Promotion of the College: Board Member Connections, Discussions, and Activities** – J. Moore / All
Board members shared information on connections and conversations they've had regarding post-secondary education and the College.

8. Decision Items

8.1. NLC Operating Budget for 2026-2027 – A. Graff

An overview of the 2026-2027 budget was provided including details on:

- Assumptions
 - Drop in international student enrollment
 - Stable domestic enrollment and base grant funding
 - Tuition increases (2% domestic, 5% international)
 - ◆ Budget includes previously approved increases
- Pressures
 - Normal annual budget pressures (inflation, etc.)
 - Reduction in international student enrollment
 - Increased software licensing costs
- Revenue Developments
 - Funding model changes (Skilled Trades BC, Adult Basic Education)
- Strategic Plan Alignment
 - New programming
 - Institutional research
 - Reorganization of Academic division
 - Staffing changes
- Budget Reductions
 - 1% budget cut
 - Early retirement and voluntary severance
 - Review of low enrolment programs
 - Other budget cuts
- Overall revenue, salaries and benefits, expenses
 - Approach for wage increases
 - ◆ Excluded increases not built into budget
 - ◆ No increases unless funded
- Growth in Realignment
- Small Surplus

2026/011 Goudie/Irwin

THAT the Northern Lights College Board accepts and approves the 2026-2027 Budget as presented. Carried

8.2. 2027 Board Meeting Dates – J. Moore

The proposed 2027 Board meeting dates were reviewed, and it was decided that the February 2027 meeting would take place in Chetwynd. Board members are encouraged to add the 2027 Board meetings to their calendars. Hosting a community consultation in Fort Nelson in June 2026 is desired.

2026/012 Best/Troyer

THAT the Northern Lights College Board approves the 2027 Board Meeting Dates schedule as amended. Carried

8.3. Acquisition of Property by Lease: Tumbler Ridge – A. Graff

An overview of Tumbler Ridge operations, funding, and timelines was provided.

2026/013 Troyer/Canning

THAT the Board of Governors approves the acquisition by lease of the space known as the Tumbler Ridge Access Centre, legally described as 028-12-907 Strata Lot 5 District Lot 3164 Peace River Regional District Plan BCS3694 for a two year term commencing on March 1, 2026, and expiring on February 29, 2028. Carried

8.4. Partnership: Delivery of Mental Health and Substance Use Certificate – T. Hyland-Russell

The partnership, training, licensing requirements for workers (minimum education levels, etc.), community consultation (practicum placements, etc.), and program advisory committee development were discussed.

2026/014 Berg/Goudie

THAT the Board of Governors approves a partnership with Selkirk College to deliver the Mental Health and Substance Use Certificate. Carried

9. Board Activities**9.1. Review of the Board Calendar, B-GP-11** – J. Moore

The next regular Board meeting will take place on May 20, 2026, starting at 9 am. The meeting will be hosted at the Fort St. John campus, with distance participation available via Teams. Board members are asked to RSVP by May 8, indicating method of participation (in-person or Teams) in the response. Meeting documents to be uploaded on D2L are due May 8th. A tour of the Fort St. John campus will be available following the meeting.

The Annual NLC Staff Service Awards & Recognition Gala will take place on May 7 in Dawson Creek. The email invitation was sent out to Board members this morning. RSVPs are due April 3.

K. Bravo joined the meeting.

An email was sent out this morning regarding Board member participation in the 2026 Convocation ceremonies. RSVPs are due by May 11th. The ceremony dates are as follows:

- May 28 in Dawson Creek (Ovintiv Events Centre)
- June 4 in Fort St. John (Fort St. John Curling Rink)
- June 17 in Fort Nelson (Phoenix Theatre)

9.2. Notice of May 2026 Board Elections – K. Bravo

The Board Chair and Vice-Chair are elected annually. The election for the 2026-2027 Chair and Vice-Chair will take place at the May 20, 2026, Board meeting. Eligibility requirements, nomination process, and the voting process were outlined, including conditions outlined in the College and Institutes Act. The term for the Chair and Vice-Chair will be August 1, 2026 – July 31, 2027.

K. Bravo exited the meeting.

10. Roundtable and Information Items

NLC will be presenting at the 2026 [CiCan conference](#) in April (*A Case Study in Successful Collaboration: Co-Development of the Field Operators Technician, Hydrocarbon Resource Program*; April 22 at 4 pm ET). The College will also be participating in the NPSC presentation (*The Northern Post-Secondary Collaborative of BC: A dynamic Partnership Model*; April 22 at 2:30 pm ET).

11. Board Self-Evaluation Report of Meeting

C. McCullough reported on her observations of the meeting, noting no areas of concern.

A break was taken from 12 – 12:20 pm.

12. In-Camera Session

2026/015 Canning/Best

TO move the meeting in-camera. Carried

13. Adjournment – 1:08 pm

2026/020 Goudie

TO adjourn the meeting. Carried
