

NORTHWESTERN POLYTECHNIC  
BOARD OF GOVERNORS

**Board Meeting**

Thursday, December 14<sup>th</sup>



### 8.3. Governance & Development

#### 8.3.1. Chair Summary

Presented by Lorne Radbourne.

#### 9.3.2 Board Code of Conduct

*Moved by Lorne Radbourne, seconded by Cody Beairsto, that the Board of Governors approve the Board Code of Conduct as presented*

**Carried**  
**6093 / 2023**

#### 9.3.3 Academic Programs

##### **New programs**

University Science Diploma – 2-Year Diploma

University Arts Diploma – 2-Year Diploma

Exceptionalities in the Classroom for Education Assistants Certificate –  
Certificate (<1 Year)

Literacy in the Classroom for Education Assistants Certificate - Certificate  
(New programs University Science Diploma

**9.3.5** 2024-2025 Academic Calendar Dates

*Moved by Lorne Radbourne, seconded by Lydell Torgerson, that the Board of Governors approve the 2024-2025 Academic Calendar Dates.*

**Carried**  
**6096 / 2023**

**9.4 Finance Committee**

**9.4.1** Chair Summary

Presented by Lydell Torgerson

**9.4.2** Q2 Financial Monitoring Report

Presented by administration.

**9.4.3** Signing Authorities

Compliance with financial institutions requires that each signing officer confirms that they have the power and authority to sign an Agreement on behalf of the Customer (NWP) and to legally bind the customer. For example: RBC E-Form 60002 (2014/10)

***ROYAL BANK OF CANADA***

Recent changes in the position of President & CEO and Vice President, Corporate Services Northwestern Polytechnic (NWP) have resulted in a required update of records of signing authority with the Royal Bank of Canada (RBC).

- *Chair, BoZ, resident,*

## **Corporate Trading Resolution**

- a) *One or more accounts in the name of the Account Holder be open and maintained with RBC Dominion Securities Inc. and/or any of its affiliated companies ("RBC DS") for the purpose of dealing in securities, commodities, financial or index future contracts and/or options on securities, commodities or financial or index future contracts, on a cash settlement or margin basis and may include short sales or uncovered writings: AND THAT*
- b) *The Trading Officers set out below by name and their respective signatures ("the Trading Officers ") be and each is authorized to give orders or trading instructions to RBC DS, whether in writing or not, in respect of account dealings for, or on behalf of and in the name of the Account Holder, provided that, for greater certainty, any person who is designated as a Trading Officer, unless also designated as a Signing Officer (as defined below), shall not be authorized to give instructions in respect of matters referred to in c) below; AND THAT*
- c) *Two (2) of the Signing Officers set out below by name and their respective signatures (the "Signing Officers") are hereby authorized to: (i) execute and deliver for, on behalf of, and in the name of the Account Holder any and all agreements, consent letters of instruction or other documents as required by RBC DS for the establishment, reclassification or operation of any account; and (ii) withdraw for, on behalf of, and in the name of the Account Holder from any of its accounts any monies or securities contained in such accounts; AND THAT*
- d) *RBC DS shall be entitled to act and rely upon the actions and instructions of the Trading Officers and the Signing Officers taken or given in accordance with this resolution without making or continuing any investigations or inquiries into the propriety of such actions, orders, and instructions; AND THAT*
- e) *This resolution shall remain in full force and effect until written notice of revocation thereof has been filed by an authorized party of the Account Holder [the Secretary in the case of a corporation, the partners in the case of a partnership, members in*

**Signing Officers**

Mr. Thomas Watts, Acting Vice President, Corporate Services

Dr. Vanessa Sheane, President & CEO

Ms. Danielle Strilaeff, Acting Director, Financial Services

Ms. Shawna Miller, Board Chair

*Moved by Lydell Torgerson, seconded by Andrew Pietsch that the NWP Board of Governors approve the above amendments to the NWP Corporate Trading Signing Authority, effective November 14, 2023, for the President & CEO and Vice President, Corporate Services.*

**Carried**  
**6098 / 2023**

**9.4.4**

## **9.6 External Relations**

### **9.6.1 Chair Summary**

Presented by Lorne Radbourne.

### **9.6.2 Terms of Reference**

*Moved by Lorne Radbourne, seconded by Dominique Fjeld, that the Board of Governors approve the revised External Relations Committee Terms of Reference as presented.*

**Carried  
6101 / 2023**

## **9.7 NWP Foundation Updates**

### **9.7.1 Chair Summary**

Presented by Lorne Radbourne.

## **10. Advocacy Priorities**

The advocacy priorities were presented for review and feedback was provided by the board.

ACTION: Administration will revise.

## **11. In-Camera Session**

*Moved by Melanie Pack, seconded by Dominique Fjeld that the Board of Governors move in-camera.*

*Moved by Dominique Fjeld, seconded by Brent Cage that the Board of Governors exit in-camera session.*

## **12. Adjournment**

*Meeting adjourned at 6:29pm.*