

**LAMBTON COLLEGE OPEN BOARD MEETING**  
**Thursday, June 8, 2023**  
**4:30-6:00 p.m.**  
**Lambton College Fire School, 459 LaSalle Line**  
**AGENDA**

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4:30 1. **CALL TO ORDER** B. Hogan

2. **INDIGENOUS TRUTH AND RECONCILIATION** B. Hogan  
**LAND ACKNOWLEDGEMENT**  
**Rob Dawson**

At Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on.

It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

3. **CONSENT AGENDA (attachments)** B. Hogan **approval**

1. June 8, 2023 Agenda
2. March 2, 2023 Open Minutes
3. Conflict of Interest Declaration
5. Chair's Report

Recommendation: That the Board of Governors approves the minutes of the Open Meeting of April 6, 2023 and the entire contents of the consent agenda. 2023-20

- 4:35 4. **CELEBRATING OUR STUDENTS** R. Kardas information  
Chance Cooper, Fire Sciences Program
- 4:45 5. **DRAFT AUDITED FINANCIAL STATEMENTS FOR YEAR ENDED MARCH 31, 2023 (attachment)** S. Dickson **approval**  
Silvana Slavic, Partner, BDO Canada  
Recommendation: That the Board of Governors approves the Finance and Property Committee recommendation to approve the Transfer to Capital Reserves for:
- Campus Renewal – \$26,121,233
  - IT & Learning Infrastructure - \$500,000
  - Insurance Retention - \$500,000
  - Fireschool Equipment Renewal - \$104,047
  - Athletic & Fitness Centre Reserve - \$23,503
- AND THAT** the Board of Governors approves the Finance and Property Committee recommendation to approve the audited financial statements as at March 31, 2023. 2023-21
- 5:05 6. **2022 SEXUAL ASSAULT AND SEXUAL VIOLENCE ANNUAL REPORT (attachment)** K. Gray **approval**  
Patrick Bennett, Director Institutional Intelligence and Registrar  
Recommendation: That the Board of Governors approves the 2022 Sexual Assault and Sexual Violence Annual Report. 2023-22
- 5:20 7. **AUDIT SERVICES RFP** S. Dickson information
- 5:25 8. **2025-2030 STRATEGIC PLAN DEVELOPMENT** S. Dickson information
- 5:30 9. **2023-2024 ANNUAL CALENDAR (attachments)** S. Dickson **approval**  
Recommendation: The Board of Governors approves the 2023-2024 Annual Board Calendar as presented. 2023-23
- 5:35 10. **BOARD OFFICER ELECTION (attachments)** S. Dickson information  
Election Chair, 1st Vice-Chair and 2nd Vice-Chair
- 5:40 11. **PRESIDENT’S REPORT (attachment)** R. Kardas information

- 5:45 12. **GOVERNANCE REPORT (attachment)** B. Hogan **approval**  
Recommendation: That the Board of Governors approves the Governance Report and all decisions and motions therein, as presented. 2023-24
- 5:55 13. **RETIRING GOVERNOR RECOGNITION** B. Hogan information
- 6:05 14. **OTHER BUSINESS** B. Hogan Information
- 6:10 15. **ADJOURNMENT**
- Tour offered at 3:30-4:15 p.m.
  - Dinner immediately following the Open Meeting
  - In-Camera Meeting to follow Dinner

**Members**

Barry Hogan, Chair	Jason McMichael
Susan Ferguson, 1 <sup>st</sup> Vice-Chair	Dave Mitton
Shannon Landry, 2 <sup>nd</sup> Vice-Chair	Christian Russi
Brian Lucas	Jarvis Nahdee
Mike Denomme -regrets	Dave Park
Shawn Fowler	Dean Pearson
Rob Kardas	Kelly Provost
Tania Lee	Carly Vandenende
Rob Dawson	

**Resource**

Mehdi Sheikhzadeh  
Mary Vaughan  
Kurtis Gray

**Ex.Officio**

Spencer Dickson

**Board E.A.**

Lianne Birkbeck

## Open Board Meeting – Thursday, April 6, 2023 – 4:30 p.m. Lambton College Boardroom

### Membership

Barry Hogan, Chair  
Susan Ferguson, 1<sup>st</sup> Vice- Chair  
Shannon Landry, 2nd Vice-Chair  
Christian Russi -regrets

Shawn Fowler  
Rob Kardas  
Tania Lee  
Brian Lucas

Jason McMichael  
Dave Mitton  
Rob Dawson  
Jarvis Nahdee - regrets  
Dave Park  
Dean Pearson  
Carly Vandenende  
Kelly Provost  
Mike Denomme

### Resource

Mehdi Sheikhzadeh  
Mary Vaughan  
Kurtis Gray

### Ex.Officio

Spencer Dickson

### E.A. to the Board

Lianne Birkbeck

#### 1. **CALL TO ORDER**

Barry Hogan, Chair, called the meeting to order at 4:30 p.m. and welcomed the Office Administration Students who attended the meeting as part of a class assignment.

#### 2. **INDIGENOUS TRUTH AND RECONCILIATION LAND ACKNOWLEDGEMENT**

The Chair invited Jason McMichael to make the Indigenous Land Acknowledgement that at Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on. It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

#### 3. **CONSENT AGENDA**

1. April 6, 2023 Agenda
2. March 2, 2023 Open Minutes
3. March 2, 2023 In-Camera Meeting Report
4. Governance Report
5. Conflict of Interest Declaration
6. Chair's Report

The agenda was amended to add Tuition Fee Anomaly to Other Business.

**IT WAS MOVED BY:** Dave Park

**SECONDED BY:** Dean Pearson  
**THAT:** the Board of Governors approves the minutes of the Open Meeting of March 2, 2023 and the entire contents of the consent agenda as amended. 2023-14. **CARRIED**.

4. **CELEBRATING OUR STUDENTS**

Spencer Dickson, Senior Vice President Strategy and Corporate Services introduced Lisa Veenendaal, Employment Placement Coordinator and Regan Knowles, Cooperative Education Through Cooperative Education (CICE), Culinary student. Regan is an accomplished student, on the Dean's honour list, and a student ambassador. As well, Regan supported the Woman's Basketball team during the 2022/23 season joining them at the championship game in which they won a silver medal.

Regan overviewed the many activities and student life events she has had the opportunity to participate in, which served to create a sense of inclusion and belonging at the College. As well, Regan noted how important her field placements were providing a chance to practice skills and to make important connects with employers in the community.

The Chair and the President congratulated Regan on all her accomplishments and thanked her for her significant contribution to student life at Lambton College wishing her all the best in her future endeavors.

5. **QUALITY ASSURANCE REPORT**

Spencer Dickson introduced Patrick Bennett, Registrar and Director Institutional Research to overview the 2022 Quality Assurance Report. The Board were reminded that in 2020 the College Quality Assurance Audit Service completed the college's quality assurance audit, which occurs every five years. The college received a mature effort rating, which is the highest rating achievable. In 2022, there were seven triennial reports, five comprehensive program reports and six implementation reports received by the Lambton College Quality Assurance (QA) Council. Over 80% of the recommendations within the comprehensive reports have been completed, with 13% partially completed, 4% incomplete, and 3% rejected. It was noted the Public College Private Partnerships are included in the College's QA processes and these processes will be further enhanced in response to new provincial quality assurance standards.

**IT WAS MOVED BY:** Kelly Provost  
**SECONDED BY:** Mike Denomme  
**THAT:** the Board of Governors approves the 2022 Quality Assurance Report. 2023-15. **CARRIED**

6. **BUSINESS PLAN AND BUDGET 2023-2024**

Julie Carlton, Director Financial Planning and Rob Kardas, President and CEO introduced the 2023-2024 Budget and Business Plan entitled Building on our Success. Ms. Carlton detailed the planned expenditures and revenue noting an operating surplus of \$16M is projected while maintaining a \$1M contingency. International enrolment is projected to meet the approved enrolment plan; however, the new Minister's Binding Directive sets a new enrolment cap of 7500 for all Public College Private Partnership (PCPP) partnerships with no ratio requirement. As well the new Directive speaks to the College consulting with the home community in which the PCPP resides and additional quality assurance measures. Domestic enrolment is projected to be slightly higher than in 2022/2023.

Spencer Dickson overviewed the major capital projects in progress and the proposed 2023/24 planned capital projects contained within the budget that would result in the planned campus renewal spending.

The Board asked clarifying questions and discussed the proposed Budget and Business Plan, and the Chair thanked the Finance staff for hard their work in preparing the budget and business plan.

**IT WAS MOVED BY:** Brian Lucas  
**SECONDED BY:** Rob Dawson  
**THAT:** the Board of Governors approves the Finance and Property Committee recommendation to approve the Business Plan and Budget for 2023-24. 2023-16  
**CARRIED**

#### 7. **MILITARY CONNECTED COLLEGE**

Mary Vaughan, Senior Vice President Academic and Student Success presented the initiative indicating that military connected learners are defined as adult learners who have significant ties to the military. The College will implement a framework to address the challenges that have been found with military connected learners to ensure the supports and stakeholders are interconnected. A Memorandum of Understanding to collaborate ensuring barrier-free access to program completion will be signed. This initiative is a commitment to holistic education, accessibility, equity diversity inclusion (EDI) and fulfils the mission of student and community success. It was noted that allowing students stop out and recognition of prior learning is not entirely new; however, more counselling and a shift in focus will occur.

#### 8. **PRESIDENT'S REPORT**

The President presented his report as written highlighting key areas and events. The President informed the Board that a convocation speaker has been engaged, Bill Boyes, Fire Chief of Brampton. An electronic motion will be sent to approve conferring Dr. Boyes an honorary diploma in Fire Science.

9. **OTHER BUSINESS**

- A. **PAC Meeting Reports:** Governors who attended the Quality Assurance, Chemical Production and Power Engineering and Power Engineering, Welding, Recreational Therapy, Registered Practical Nurse, Gerontology, and Bachelor of Science Nursing Program Advisory Committee meetings provided brief reports regarding the meeting highlighting items learned, participation of students, and future plans.
- B. **Tuition Fees Anomaly:** The President informed the Board that the Ministry released a tuition and fees anomaly policy that allows colleges to submit application to request a tuition increase in a specific program based on criteria outlined. Application will be made to the Ministry for an eligible program and if approved the Board will be asked for approval via electronic vote.

10. **ADJOURNMENT**

The meeting adjourned 6:08 p.m.

MINUTES APPROVED BY:

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Barry Hogan, Chair

AT MEETING OF: June 8, 2023  
Lianne Birkbeck, Recording Secretary

**Report From: B. Hogan, Chair**

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date <u>June 8, 2023</u>	
<input checked="" type="checkbox"/> Agenda Item No. <u>3</u>	

**Subject: Chair's Report**

1. **Committee Meetings:** Attended the Programs and Services Committee meeting and the Finance and Property Committee meeting. As well, Chaired the Executive Committee meeting on May 25, 2023.
2. **Board Self Evaluation Survey:** The Annual Board Self-Evaluation Survey will be open on June 12th. The survey provides an opportunity for the Governors to reflect on the past year. The survey will be open until June 30<sup>th</sup> and all are encouraged to take the time to submit a response.



*Financial Statements of*

**THE LAMBTON COLLEGE OF APPLIED  
ARTS AND TECHNOLOGY**

*March 31, 2023*



## **Management's Responsibility for Financial Reporting**

The accompanying financial statements of The Lambton College of Applied Arts and Technology are the responsibility of the Board's management and have been prepared in accordance with Canadian public sector accounting standards including the 4200 series of standards applicable to government not for profit organizations, as described in Note 2 to the financial statements.

The preparation of financial statements involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Board management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management. The Board meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The Finance and Property Committee of the Board meets with the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to the board's approval of the financial statements.

The financial statements have been audited by BDO Canada LLP; independent external auditors appointed by the Board. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Board's financial statements.

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Rob Kardas  
President & CEO

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Spencer Dickson  
Senior Vice President of Strategy and  
Corporate Services

**June 8, 2023**



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250 Christina Street North  
Sarnia, ON N7T 7J7 Canada

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## Independent Auditor's Report

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### To the Board of Governors of The Lambton College of Applied Arts and Technology

#### Opinion

We have audited the financial statements of The Lambton College of Applied Arts and Technology (the College), which comprise the statement of financial position as at March 31, 2023, and the statements of operations, changes in net assets, cash flows and remeasurement losses for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at March 31, 2023, and results of operations, its measurement gains and losses and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Sarnia, Ontario

June 8, 2023 (upon approval from the Board of Governors)

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

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For the year ended March 31, 2023

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**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Statement of Financial Position**

As at March 31, 2023

	<u>2023</u>	<u>2022</u> Restated (Note 3)
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 175,170,527	\$ 200,512,302
Short-term investments (Note 5)	37,160,501	10,598,857
Grants receivable (Note 4)	6,082,999	1,599,700
Accounts receivable (Note 4)	16,286,437	20,814,182
Current portion of long-term receivable (Note 6)	214,411	389,086
Inventories	441,291	351,282
Prepaid expenses	666,056	656,889
	<b>236,022,222</b>	<b>234,922,298</b>
LONG-TERM RECEIVABLE (Note 6)	4,973,542	5,054,205
LONG-TERM INVESTMENTS (Note 5)	47,930,843	38,782,874
CAPITAL (Note 7)	126,821,163	118,686,907
	<b>\$ 415,747,770</b>	<b>\$ 397,446,284</b>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued charges	\$ 109,654,130	\$ 116,006,511
Accrued payroll and employee deductions	4,836,278	4,827,450
Deferred revenue	74,312,763	75,115,073
Funds held in trust (Note 8)	3,339,126	3,204,002
Current portion of long-term obligations (Note 9)	-	521,114
	<b>192,142,297</b>	<b>199,674,150</b>
LONG-TERM OBLIGATIONS (Note 9)	-	3,548,130
ASSET RETIREMENT OBLIGATION (Note 10)	3,722,100	3,722,100
POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES (Note 11)	1,938,000	1,884,000
DEFERRED CAPITAL CONTRIBUTIONS (Note 12)	63,994,555	63,933,836
	<b>261,796,952</b>	<b>272,762,216</b>
CONTINGENT LIABILITY (Note 18)		
<b>NET ASSETS</b>		
Unrestricted		
Operating	12,173,039	12,049,996
Post-employment benefits and compensated absences	(1,938,000)	(1,884,000)
Vacation pay	(2,159,025)	(2,266,448)
	<b>8,076,014</b>	<b>7,899,548</b>
Invested in capital assets (Note 13)	64,292,461	52,405,018
Internally restricted (Note 14)	77,840,308	60,948,604
Externally restricted (Note 15)	2,026,364	1,639,434
Endowment funds (Note 16)	3,722,156	3,595,927
	<b>147,881,289</b>	<b>118,588,983</b>
Accumulated Remeasurement Losses	(2,006,485)	(1,804,463)
	<b>153,950,818</b>	<b>124,684,068</b>
	<b>\$ 415,747,770</b>	<b>\$ 397,446,284</b>

APPROVED ON BEHALF OF THE BOARD OF GOVERNORS

\_\_\_\_\_ Chair

\_\_\_\_\_ President

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Statement of Revenue and Expenditure

For the year ended March 31, 2023

	<u>2023</u>	<u>2022</u> Restated (Note 3)
REVENUE - Schedule 1		
Grants and reimbursements	\$ 34,987,097	\$ 32,621,013
Student tuition	95,932,558	89,722,224
Ancillary operations	3,804,466	2,365,806
Other income	8,408,509	3,562,383
Amortization of deferred capital contributions (Note 12)	4,595,014	4,901,432
	<b>147,727,644</b>	<b>133,172,858</b>
EXPENDITURE		
Salaries and benefits	60,298,275	56,113,706
Academic	35,341,256	36,983,029
Student services	2,244,554	1,305,567
Administrative	4,390,398	4,336,032
Physical resources	4,878,305	4,694,561
Ancillary	2,820,195	2,588,137
Depreciation	8,799,048	8,860,009
	<b>118,772,031</b>	<b>114,881,041</b>
EXCESS OF REVENUE OVER EXPENDITURE	<b>\$ 28,955,613</b>	<b>\$ 18,291,817</b>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Statement of Changes in Net Assets**

**For the year ended March 31, 2023**

	<b>Unrestricted</b>	<b>Invested in Capital Assets (Note 13)</b>	<b>Internally Restricted (Note 14)</b>	<b>Externally Restricted (Note 15)</b>	<b>Endowment Funds (Note 16)</b>	<b>2023 Total</b>	<b>2022 Total</b>
						Restated (Note 3)	
BALANCE, BEGINNING OF YEAR (Note 3)	\$ 7,899,548	\$ 52,405,018	\$ 60,948,604	\$ 1,639,434	\$ 3,595,927	\$ 126,488,531	\$ 110,448,889
CHANGE IN ACCOUNTING POLICY (Note 3)	-	-	-	-	-	-	(2,628,381)
EXCESS OF REVENUE OVER EXPENDITURE (EXPENDITURE OVER REVENUE)	33,159,647	(4,204,034)	-	-	-	28,955,613	18,291,817
INVESTED IN CAPITAL ASSETS	(16,091,477)	16,091,477	-	-	-	-	-
APPROPRIATION	(16,891,704)	-	16,891,704	-	-	-	-
CHANGE IN EXTERNALLY RESTRICTED NET ASSETS	-	-	-	386,930	-	386,930	356,757
CHANGE IN ENDOWMENT FUNDS	-	-	-	-	126,229	126,229	19,449
<b>BALANCE, END OF YEAR</b>	<b>\$ 8,076,014</b>	<b>\$ 64,292,461</b>	<b>\$ 77,840,308</b>	<b>\$ 2,026,364</b>	<b>\$ 3,722,156</b>	<b>\$ 155,957,303</b>	<b>\$ 126,488,531</b>



# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Statement of Cash Flows

For the year ended March 31, 2023

	<u>2023</u>	<u>2022</u> Restated (Note 3)
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenditure	\$ 28,955,613	\$ 18,291,817
Items not involving cash		
Depreciation	8,799,048	8,860,009
Amortization of deferred capital contributions	(4,595,014)	(4,901,432)
Post-employment benefits and compensated absences	54,000	(4,000)
	<b>33,213,647</b>	<b>22,246,394</b>
Changes in non-cash operating working capital items (Note 17)	<b>(7,065,469)</b>	<b>33,117,943</b>
	<b>26,148,178</b>	<b>55,364,337</b>
<b>FINANCING ACTIVITIES</b>		
Repayment of long-term obligations	<b>(4,069,244)</b>	<b>(3,098,402)</b>
<b>CAPITAL</b>		
Deferred capital contributions	4,655,733	5,242,700
Acquisition of capital assets	(16,933,305)	(12,275,874)
Loss on disposal of capital assets	-	697,295
	<b>(12,277,572)</b>	<b>(6,335,879)</b>
<b>INVESTING ACTIVITIES</b>		
Collection of long-term receivable	255,340	371,875
Investments	(35,911,636)	(1,028,643)
Net cash provided from externally restricted funds	386,930	356,757
Net cash provided from endowment funds	126,229	19,449
	<b>(35,143,137)</b>	<b>(280,562)</b>
<b>NET CHANGE IN CASH POSITION</b>	<b>(25,341,775)</b>	<b>45,649,494</b>
Cash position, beginning of year	<b>200,512,302</b>	<b>154,862,808</b>
<b>CASH POSITION, END OF YEAR</b>	<b>\$ 175,170,527</b>	<b>\$ 200,512,302</b>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Statement of Remeasurement Losses**

For the year ended March 31, 2023

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	<u>2023</u>	<u>2022</u>
		Restated (Note 3)
BALANCE, BEGINNING OF YEAR	\$ (1,804,463)	\$ (265,570)
UNREALIZED LOSSES ATTRIBUTABLE TO: INVESTMENTS	(202,022)	(1,538,893)
BALANCE, END OF YEAR	<u>\$ (2,006,485)</u>	<u>\$ (1,804,463)</u>

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 1. STATUTES OF INCORPORATION AND NATURE OF ACTIVITIES

The Lambton College of Applied Arts and Technology (“Lambton College”) was incorporated as a college in 1966 under the laws of the Province of Ontario. Lambton College is dedicated to providing high quality education and training as well as contributing to the social and economic well being of the community.

Lambton College is exempt from income taxes under Section 149 of the Income Tax Act.

Lambton College has an economic interest in The Lambton College Foundation. The Foundation was incorporated without share capital on March 29, 1994 under the Ontario Corporations Act. The operations of the Foundation are not included in these financial statements. The objectives of the Foundation are to promote interest in and awareness of Lambton College and to establish and administer funds for the support of students, research and development in the areas of curriculum and instruction, facilities and equipment and new initiatives.

### 2. ACCOUNTING POLICIES

The financial statements of Lambton College have been prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations, including the 4200 series of standards, as issued by the Public Sector Accounting Board (“PSAB for Government NPOs”) and include the following significant accounting policies:

#### *Revenue recognition*

Lambton College follows the deferral method of accounting for contributions, which includes donations and government grants. Deferred contributions are recognized as revenue in the year in which the related expenses are recognized. Other contributions are recognized as revenue when received or receivable.

Donations of assets are recorded at fair value when a fair value can be reasonably estimated. Endowment contributions are recognized as direct increases in net assets.

Revenue from student fees, overseas and in-country licensing and servicing agreements and from the sale of services and products is recognized at the time the products are delivered or the services provided.

Investment income earned on endowment funds is recognized as a direct increase in net assets. Restricted investment income is recognized as revenue in the year in which the related expenses are recognized. Unrestricted investment income is recognized as revenue when earned.

#### *Accrual accounting*

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 2. ACCOUNTING POLICIES - continued

#### *Vacation pay*

Lambton College recognizes vacation pay as an expense on the accrual basis.

#### *Retirement and post-employment benefits and compensated absences*

Lambton College provides defined retirement and post-employment benefits and compensated absences to certain employee groups. These benefits include pension, health and dental, vesting sick leave and non-vesting sick leave. Lambton College has adopted the following policies with respect to accounting for these employee benefits:

The costs of post-employment future benefits are actuarially determined using management's best estimate of health care costs, disability recovery rates and discount rates. Adjustments to these costs arising from changes in estimates and experience gains and losses are amortized to income over the estimated average remaining service life of the employee groups on a straight-line basis.

The costs of the multi-employer defined benefit pension are the employer's contributions due to the plan in the period.

The costs of vesting and non-vesting sick leave benefits are actuarially determined using management's best estimate of salary escalation, employees' use of entitlement and discount rates. Adjustments to these costs arising from changes in actuarial assumption and/or experience are recognized over the estimated average remaining service life of the employees.

The discount rate used in the determination of the above-mentioned liabilities is equal to Lambton College's internal rate of borrowing.

#### *Inventories*

Inventories are valued at the lower of cost and net realizable value. Cost is determined on the first-in-first-out basis.

#### *Capital assets*

Capital assets are recorded at cost with the exception of donated assets which are recorded at their fair market value at the date of acquisition. Construction in progress is not amortized until the asset is placed into service. When a capital asset no longer contributes to Lambton College's ability to provide services, its carrying value is written down to its residual value. Depreciation is provided on a straight-line basis over the following periods:

Buildings	30 - 40 years
Asset Retirement Obligation - Buildings	55 years
Site improvements	10 years
Leasehold improvements	5 years
Major equipment	10 years
Equipment and vehicles	5 years
Computer hardware	3 years

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 2. ACCOUNTING POLICIES - continued

#### *Deferred capital contributions*

Contributions received to fund capital asset acquisitions are deferred and amortized over the same term and on the same basis as the related capital asset.

#### *Endowment funds*

The endowment funds receive all revenue designated by the benefactors to be held in trust to generate income. Funds received from the Province of Ontario and private donors are held in Lambton College's bank account. Interest earned from these funds is to be used to fund projects meeting the guidelines provided by the funding body. As the funds are held in a high interest bank account, the funds are not subject to market rate fluctuations.

#### *Management estimates*

The preparation of financial statements in conformity with PSAB for Government NPOs requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Actual results could differ from these estimates. Areas of key estimation include determination of fair value for deferred revenues, allowance for doubtful accounts, amortization of capital assets, amortization of deferred capital contributions, vacation pay and actuarial estimation of post-employment benefits and compensated absences liabilities.

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 2. ACCOUNTING POLICIES - continued

#### *Asset retirement obligations*

A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revisions to the timing, amount required to settle the obligation or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

### 3. CHANGE IN ACCOUNTING POLICY

Effective April 1, 2022 the College adopted new Public Sector Accounting Handbook Standard, Section PS 3280, Asset Retirement Obligations. As a result of the adoption, the presentation of the financial statements changed from the prior year.

This change in accounting policy has been applied retroactively with restatement of prior periods, using the modified retrospective approach. The opening adjustment was made against the invested in capital assets in line with the purpose of this fund. The impact of the adoption of this standard was as follows:

	<u>2022</u>
<u>Statement of Operations</u>	
Increase in depreciation expense	\$ 68,357
Decrease in excess of revenue over expenditures for the year	(68,357)
<u>Statement of Financial Position</u>	
Increase in capital assets (cost net of accumulated depreciation)	1,025,362
Increase in asset retirement obligations	3,722,100
Decrease in invested in capital assets	(2,696,738)
<u>Statement of Changes in Net Assets</u>	
Decrease in invested in capital assets (as at April 1, 2021)	(2,628,381)
Decrease in invested in capital assets	(68,357)
Decrease in excess of revenue over expenditures for the year	(68,357)

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 4. FINANCIAL INSTRUMENTS

Lambton College classifies its financial instruments as either fair value or amortized cost. Lambton College's accounting policy for each category is as follows:

#### *Fair value*

This category includes derivatives, GICs, bonds and equity instruments quoted in an active market. Lambton College has designated that cash is classified as fair value.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

#### *Amortized cost*

This category includes all accounts receivable, accounts payable and accrued charges, accrued payroll, vacation pay and employee deductions, funds held in trust, and long-term obligations. They are initially recognized at cost and subsequently carried at amortized cost using the effective interest rate method, less any impairment losses on financial assets.

Transaction costs related to financial instruments in the amortized cost category are added to the carrying value of the instrument.

Write-downs on financial assets in the amortized cost category are recognized when the amount of a loss is known with sufficient precision, and there is no realistic prospect of recovery. Financial assets are then written down to net recoverable value with the write-down being recognized in the statement of operations.

#### *Credit risk*

Credit risk is the risk of financial loss to Lambton College if a debtor fails to make payments of interest and principal when due. Lambton College is exposed to this risk relating to its cash and accounts receivable. Lambton College holds its cash accounts with federally regulated chartered banks who are insured by the Canadian Deposit Insurance Corporation. In the event of default, Lambton College's cash accounts are insured up to \$100,000 (2022 - \$100,000).

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 4. FINANCIAL INSTRUMENTS - continued

Credit risk of student receivables is mitigated by financial approval processes before a student is enrolled.

Lambton College measures its exposure to credit risk based on how long the amounts have been outstanding. An impairment allowance is set up based on Lambton College's historical experience regarding collections. The amounts outstanding at year end were as follows:

	Total	Current	Past Due		
			60 days	61-90 days	91+days
Government receivables	\$ 7,981,576	\$ 7,981,576	\$ -	\$ -	\$ -
Student receivables	10,672,570	9,761,898	100,148	71,379	739,145
Other receivables	4,029,423	2,690,124	190,822	60,399	1,088,078
Gross receivables	22,683,569	20,433,598	290,970	131,778	1,827,223
Less: impairment allowance	(314,133)	-	-	-	(314,133)
Net receivables	\$ 22,369,436	\$ 20,433,598	\$ 290,970	\$ 131,778	\$1,513,090

Student receivables are impacted by increased enrolment through existing licensing agreements.

#### *Market Risk*

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate as a result of market factors. Market factors include three types of risk: currency risk, interest rate risk and other price risk.

There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

#### *Currency risk*

Currency risk relates to Lambton College operating in foreign currencies and converting non-Canadian earnings at different points in time at different foreign exchange rates when adverse changes in foreign currency exchange rates occur. Lambton College does not have any material transactions or financial instruments denominated in foreign currencies.

#### *Interest rate risk*

Interest rate risk is the potential for financial loss caused by fluctuations in fair value or future cash flows of financial instruments because of changes in market interest rates.

Lambton College is exposed to this risk through its interest-bearing investments.



# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 4. FINANCIAL INSTRUMENTS - continued

#### *Other price risk*

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The organization is exposed to other price risk through the fair value of financial instruments and how they are affected by changes in the market price of equity instruments.

The organization manages its other price risk by limiting their investment in instruments that have fluctuating fair values.

#### *Liquidity risk*

Liquidity risk is the risk that Lambton College will not be able to meet all cash outflow obligations as they come due. Lambton College mitigates this risk by monitoring cash activities and expected outflows through extensive budgeting.

There have been no significant changes from the previous year in the exposure to risks or policies, procedures and methods used to measure these risks.

### 5. INVESTMENTS

Investments consist of cash and equivalents of \$309,897 (2022 - \$96,669), Guaranteed Investment Certificates of \$35,861,933 (2022 - \$10,000,000) due within 12 months and \$5,209,762 (2022 - \$10,526,534) between 2 to 5 years, equity instruments in public companies of \$2,440,356 (2022 - \$2,754,849), and bonds \$41,269,394 (2022 - \$26,003,679). Investments include \$4,059,831 (2022 - \$4,293,347) of investments externally restricted for endowment purposes (see Note 14).

Maturity profile of bonds held is as follows:

	<b>2023</b>				
	Within 1 year	2 to 5 years	6 to 10 years	Over 10 years	Total
Carrying value	\$ 1,036,473	\$16,786,351	\$23,143,359	\$ 303,211	\$ 41,269,394
Percentage of Total	2.5%	40.7%	56.1%	0.7%	100%

	<b>2022</b>				
	Within 1 year	2 to 5 years	6 to 10 years	Over 10 years	Total
Carrying value	\$ 520,238	\$4,817,618	\$20,397,523	\$268,300	\$26,003,679
Percentage of Total	1%	18%	80%	1%	100%

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 5. INVESTMENTS - continued

The following table provides an analysis of investments that are measured subsequent to initial recognition at fair value, grouped into Levels 1 to 3 based on the degree to which the fair value is observable:

Level 1 – Quoted prices (unadjusted) in active markets for identical assets or liabilities

Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset or liability either directly (i.e. as prices) or indirectly (i.e. derived from prices)

Level 3 – Inputs for the asset or liability that are not based on observable market data (unobservable inputs)

	2023			
	Level 1	Level 2	Level 3	Total
Portfolio cash	\$ 309,897	\$ -	\$ -	\$ 309,897
Investments	43,512,051	41,269,396	-	84,781,447
	\$ 43,821,948	\$ 41,269,396	\$ -	\$ 85,091,344
Current portion				37,160,501
				\$ 47,930,843

	2022			
	Level 1	Level 2	Level 3	Total
Portfolio cash	\$ 96,669	\$ -	\$ -	\$ 96,669
Investments	23,281,383	26,003,679	-	49,285,062
	\$ 23,378,052	\$ 26,003,679	\$ -	\$ 49,381,731
Current portion				10,598,857
				\$ 38,782,874

There were no investments classified as Level 3 for the year ended March 31, 2023.

### 6. LONG-TERM RECEIVABLE

	2023	2022
Long-term receivable, variable rate, due in equal, consecutive, blended, monthly instalments of \$34,837, due in Aug 2043	\$ 5,187,953	\$ 5,443,291
Current portion	214,411	389,086
	\$ 4,973,542	\$ 5,054,205

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 6. LONG-TERM RECEIVABLE - continued

Principal amounts receivable in the next five years are as follows:

2024	\$ 214,411
2025	\$ 223,146
2026	\$ 232,237
2027	\$ 241,699
2028	\$ 251,546

By way of agreement, the Students Association of Lambton College (SAC) agreed to fund \$6.6 million of the capital cost of the Athletics & Fitness Complex through an increase in the compulsory student building fee over a term not to exceed 30 years. The interest rate charged on the balance receivable is equal to the College's bank deposit rate or 4%, whichever is less.

### 7. CAPITAL

	2023			2022
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Land	\$ 4,099,658	\$ -	\$ 4,099,658	\$ 4,099,658
Buildings	131,766,053	46,585,751	85,180,302	84,659,220
Buildings – Asset Retirement Obligation (Note 10)	3,722,100	2,765,095	957,005	1,025,362
Site and leasehold improvements	22,468,703	8,749,559	13,719,144	13,518,308
Major equipment, equipment and vehicles	22,325,109	14,716,432	7,608,677	7,901,952
Computer hardware	1,660,013	1,048,194	611,819	467,217
Construction in progress	14,644,558	-	14,644,558	7,015,190
	<b>\$200,686,194</b>	<b>\$ 73,865,031</b>	<b>\$126,821,163</b>	<b>\$118,686,907</b>

Certain prior year comparatives have been restated. See Note 3 for details.

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 8. FUNDS HELD IN TRUST

The funds held in trust are unsecured, due on demand, bear interest at the applicable bank rate plus 0.03% with an average rate in 2023 of 3.4 (2022 – average rate of 1.0%) and consist of the following:

	<u>2023</u>	<u>2022</u>
Due to The Lambton College Foundation	\$ 1,423,553	\$ 1,459,707
Due to The Students Association of Lambton College	1,915,573	1,744,295
	<u>\$ 3,339,126</u>	<u>\$ 3,204,002</u>

The Lambton College Foundation was created for the purpose of raising funds for capital and other purposes to assist the College to provide outstanding applied education. The Lambton College Foundation has transferred to Lambton College gift-in-kind equipment at fair market value of \$43,807 and cash of \$782,454 during the year (2022 – equipment of \$74,745 and cash of \$2,343,508). All transactions are recorded at fair value. The College provides office space, computer and other equipment, services of certain College departments and accounting and financial systems processes. The Foundation is not controlled and therefore is not consolidated in these financial statements.

During the year the student fees and building fees are collected on behalf of the Students Association and the balance of those fees are held by the College and payable to the Students Association.

### 9. LONG-TERM OBLIGATIONS

	<u>2023</u>	<u>2022</u>
Demand loan, 6.20%, due in equal, consecutive, blended, monthly instalments of \$61,283, secured by land and building	\$ -	\$ 3,740,595
Demand loan, prime, due in equal, consecutive, monthly instalments of \$2,414 plus interest	-	190,728
Demand loan, prime, due in equal, consecutive, monthly instalments of \$1,022 plus interest	-	137,921
	-	4,069,244
Current portion	-	521,114
	<u>\$ -</u>	<u>\$ 3,548,130</u>

Lambton College has an operating line of credit with its bankers which is due on demand and bears interest at prime less 1.0%. As at March 31, 2023 the balance was \$nil.

Interest expense incurred on long-term obligations has been recorded as an expense in Academic and Ancillary operations expenditure. These payments amounted to \$356,697 (2022 - \$824,475).

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 10. ASSET RETIREMENT OBLIGATIONS

The College's financial statements include an asset retirement obligation for the remediation of asbestos contained within campus buildings. The related asset retirement costs are being amortized on a straight-line basis. The estimated total undiscounted future expenditures are \$3,722,100 (2022 - \$3,722,100), which are to be incurred over the remaining productive useful life of the buildings. The liability is expected to be settled at the end of the buildings' productive useful life.

Note that the total amount of the liability may change due to changes in estimates noted above, such as the discount rate, estimated total undiscounted future expenditures, and expected remediation date.

### 11. POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES LIABILITY

The following tables outline the components of Lambton College's post-employment benefits and compensated absences liabilities and related expenditure.

	2023			
	Post-employment benefits	Non-vesting sick leave	Vesting sick leave	Total liability
Accrued employee future benefits obligations	\$ 535,000	\$ 1,523,000	\$ -	\$ 2,058,000
Value of plan assets	(120,000)	-	-	(120,000)
	<b>\$ 415,000</b>	<b>\$ 1,523,000</b>	<b>\$ -</b>	<b>\$ 1,938,000</b>

	2022			
	Post-employment benefits	Non-vesting sick leave	Vesting sick leave	Total liability
Accrued employee future benefits obligations	\$ 511,000	\$ 1,483,000	\$ 18,000	\$ 2,012,000
Value of plan assets	(128,000)	-	-	(128,000)
	<b>\$ 383,000</b>	<b>\$ 1,483,000</b>	<b>\$ 18,000</b>	<b>\$ 1,884,000</b>

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 11. POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES LIABILITY – continued

	2023			
	Post-employment benefits	Non-vesting sick leave	Vesting sick leave	Total expenditure
Current year benefits cost	\$ 33,000	\$ 40,000	\$ (18,000)	\$ 55,000
Interest on accrued benefits obligation	1,000	-	-	1,000
Amortized actuarial losses	(2,000)	-	-	(2,000)
	<b>\$ 32,000</b>	<b>\$ 40,000</b>	<b>\$ (18,000)</b>	<b>\$ 54,000</b>

	2022			
	Post-employment benefits	Non-vesting sick leave	Vesting sick leave	Total expenditure
Current year benefits cost	\$ (27,000)	\$ 31,000	\$ (7,000)	\$ (3,000)
Interest on accrued benefits obligation	1,000	-	-	1,000
Amortized actuarial losses	(2,000)	-	-	(2,000)
	<b>\$ (28,000)</b>	<b>\$ 31,000</b>	<b>\$ (7,000)</b>	<b>\$ (4,000)</b>

These amounts exclude pension contributions to the Colleges of Applied Arts and Technology Pension Plan, a multi-employer plan, described below.

#### *Retirement benefits*

##### CAAT Pension Plan

All full-time employees of Lambton College, and any part-time employees who opt to participate, are members of the Colleges of Applied Arts and Technology Pension Plan (the “Plan”), a multi-employer jointly-sponsored defined benefit plan for public colleges in Ontario and other employers across Canada. The College makes contributions to the Plan equal to those of employees. Contribution rates are set by the Plan’s governors to ensure the long-term viability of the Plan. Since the Plan is a multi-employer plan, the College’s contributions are accounted for as if the Plan were a defined contribution plan with the College’s contributions being expensed in the period, they come due.

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 11. POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES LIABILITY

#### – continued

Any pension surplus or deficit is a joint responsibility of the members and employers and may affect future contribution rates related to full-time members. Lambton College does not recognize any share of the Plan's pension surplus or deficit as insufficient information is available to identify Lambton College's share of the underlying pension assets and liabilities. The most recent actuarial valuation filed with pension regulators as at January 1, 2023 indicated an actuarial surplus on a going concern basis of \$4.7 billion. Lambton College made contributions to the Plan and its associated retirement compensation arrangement of \$4,583,544 (2022 - \$4,402,800), which has been included in the statement of revenue and expenditure.

#### *Post-employment benefits*

Lambton College extends post-employment life insurance, health and dental benefits to certain employee groups subsequent to their retirement. Lambton College recognizes these benefits as they are earned during the employees' tenure of service. The related benefit liability was determined by an actuarial valuation study commissioned by the College Employer Council.

The major actuarial assumptions employed for the valuations are as follows:

a) Discount rate

The present value as at March 31, 2023 of the future benefits was determined using a discount rate of 3.40% (2022 – 2.90%).

b) Drug costs

Drug costs were assumed to increase at 6.16% (2022 – 6.29%) and decrease proportionately thereafter to an ultimate rate of 4% in 2040.

c) Medical costs

Medical premiums were assumed to increase at 6.16% per annum (2022 – 6.29%) and decrease proportionately thereafter to an ultimate rate of 4% in 2040.

d) Dental costs

Dental costs were assumed to increase at 4% per annum (2022 - 4%).

#### *Compensated absences*

#### Vesting sick leave

Lambton College has provided for vesting sick leave benefits during the year. Eligible employees, after 10 years of service, are entitled to receive 50% of their accumulated sick leave credit on termination or retirement to a maximum of 6 months' salary. The program to accumulate sick leave credits ceased for employees hired after March 31, 1991. The related benefit liability was determined by an actuarial valuation study commissioned by the College Employer Council.

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 11. POST-EMPLOYMENT BENEFITS AND COMPENSATED ABSENCES LIABILITY – continued

#### Non-vesting sick leave

Lambton College allocates to certain employee groups a specified number of days each year for use as paid absences in the event of illness or injury. These days do not vest and are available immediately. Employees are permitted to accumulate their unused allocation each year, up to the allowable maximum provided in their employment agreements. Accumulated days may be used in future years to the extent that the employees' illness or injury exceeds the current year's allocation of days. Sick days are paid out at the salary in effect at the time of usage. The related benefit liability was determined by an actuarial valuation study commissioned by the College Employer Council.

The assumptions used in the valuation of vesting and non-vesting sick leave are actuarial best estimates of expected rates of:

	<u>2023</u>	<u>2022</u>
Wage and salary escalation	1.0 – 1.25%	1.0 – 1.25%
Discount rate	3.4%	2.9%

The probability that an employee will use more sick days than the annual accrual and the excess number of sick days used are within ranges of 0% to 26.2% and 0 to 51 days respectively for age groups ranging from 20 and under to 65 and over in bands of 5 years.

### 12. DEFERRED CAPITAL CONTRIBUTIONS

Deferred capital contributions represent the unamortized amount of donations and grants received to fund the purchase of capital assets. The amortization of the deferred capital contributions is recorded as revenue in the statement of revenue and expenditure. Changes in the deferred capital contributions balance are as follows:

	<u>2023</u>	<u>2022</u>
Balance, beginning of year	\$ 63,933,836	\$ 63,592,568
Contributions received or receivable for capital purposes	4,655,733	5,242,700
Amortization of deferred capital contributions	(4,595,014)	(4,901,432)
Balance, end of year	<u>\$ 63,994,555</u>	<u>\$ 63,933,836</u>



# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 13. INVESTED IN CAPITAL ASSETS

a. Change in net assets invested in capital assets is calculated as follows:

	<u>2023</u>	<u>2022</u> Restated
Excess of expenditure over revenue		
Amortization of deferred contributions related to capital assets	\$ 4,595,014	\$ 4,901,432
Depreciation of capital assets (Note 3)	(8,799,048)	(8,860,009)
	<u>\$ (4,204,034)</u>	<u>\$ (3,958,577)</u>

b. Net investment in capital assets:

Capital assets acquired	\$ 16,933,305	\$ 12,275,874
Capital assets disposition	-	(697,295)
Repayment of long-term obligations related to capital assets	4,069,244	3,098,402
Long-term receivable payment received	(255,338)	(371,875)
Amounts funded by deferred capital contributions	(4,655,733)	(5,242,700)
	<u>\$ 16,091,478</u>	<u>\$ 9,062,406</u>

c. Net assets invested in capital assets are represented by:

Capital assets, net book value (Note 3)	\$126,821,163	\$ 118,686,907
Less:		
Deferred capital contributions	63,994,555	63,933,836
Asset retirement obligation (Note 3)	3,722,100	3,722,100
Long-term receivable	(5,187,953)	(5,443,291)
Long-term obligations related to capital assets	-	4,069,244
	<u>62,528,702</u>	<u>66,281,889</u>
Net assets invested in capital assets (Note 3)	<u>\$ 64,292,461</u>	<u>\$ 52,405,018</u>

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 14. NET ASSETS INTERNALLY RESTRICTED

Internally restricted net assets are funds committed for specific purposes which represent allocations primarily related to major capital additions and other campus renewal projects intended to be completed in future years.

	<u>Balance, Beginning of Year</u>	<u>Additions</u>	<u>Transfers, Adjustments, Disbursements</u>	<u>Balance, End of Year</u>
Appropriations	\$ 60,948,604	\$ 27,248,783	\$ 10,357,079	\$ 77,840,308

### 15. NET ASSETS EXTERNALLY RESTRICTED

Externally restricted net assets are funds committed for specific purposes as follows:

	<u>Balance, Beginning of Year</u>	<u>Additions</u>	<u>Transfers, Adjustments, Disbursements</u>	<u>Balance, End of Year</u>
Bursaries and awards	\$ 730,434	\$ 364,076	\$ (226,921)	\$ 867,589
Financial assistance fund	462,615	950,000	(766,775)	645,840
Employment Stability Fund	75,902	2,622	-	78,524
Conferences and external projects	370,483	1,395,617	(1,331,689)	434,411
	<u>\$ 1,639,434</u>	<u>\$ 2,712,315</u>	<u>\$ (2,325,385)</u>	<u>\$ 2,026,364</u>

### 16. NET ASSETS ENDOWMENT FUNDS

Endowment funds are restricted donations received by the College where the endowment principal is required to be maintained. The investment income generated from these endowments must be used in accordance with various purposes established by donors. The College ensures, as part of its fiduciary responsibilities, that all funds received and transferred to the Foundation with a restricted purpose are expended for the purpose for which they were provided.

The endowment funds are funds committed for specific purposes as follows:

	<u>Balance, Beginning of Year</u>	<u>Additions</u>	<u>Transfers, Adjustments, Disbursements</u>	<u>Balance, End of Year</u>
OSOTF and OTSS	\$ 3,499,130	\$ 247,436	\$ (122,526)	\$ 3,624,040
Other scholarships and bursaries	96,797	3,969	(2,650)	98,116
	<u>\$ 3,595,927</u>	<u>\$ 251,405</u>	<u>\$ (125,176)</u>	<u>\$ 3,722,156</u>

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

### 16. NET ASSETS ENDOWMENT FUNDS - continued

Endowment funds include grants provided by the Government of Ontario from the Ontario Student Opportunity Trust Fund (OSOTF) and the Ontario Trust for Student Success (OTSS). Under these programs, the government matched funds raised by Lambton College to be maintained as endowment principal. The purpose of these programs is to assist academically qualified individuals who, for financial reasons, would not otherwise be able to attend a post-secondary institution.

	<u>OSOTF</u>	<u>OSOTF II</u>	<u>OTSS</u>	<u>Other</u>	<u>Total</u>
<i>Changes in Endowment Fund Balances</i>					
Fund balances, beginning of year	\$ 1,071,656	\$ 139,544	\$ 1,904,787	\$ 57,500	\$ 3,173,487
Cash donations	-	-	-	-	-
Fund balances, end of year	<u>1,071,656</u>	<u>139,544</u>	<u>1,904,787</u>	<u>57,500</u>	<u>3,173,487</u>

#### *Changes in Expendable Funds Available for Awards*

Fund balances, beginning of year	79,181	11,889	292,074	39,296	422,440
Expendable donations	-	-	-	-	-
Investment income	80,797	10,754	155,885	3,969	251,405
Bursaries awarded	(25,692)	(4,200)	(92,634)	(2,650)	(125,176)
Fund balances, end of year	<u>134,286</u>	<u>18,443</u>	<u>355,325</u>	<u>40,615</u>	<u>548,669</u>

Total endowment fund balances and market value	\$ 1,205,942	\$ 157,987	\$ 2,260,111	\$ 98,115	\$ 3,722,156
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Awards issued in 2023	<u>25</u>	<u>4</u>	<u>52</u>	<u>7</u>	<u>88</u>
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### 17. CHANGES IN NON-CASH OPERATING WORKING CAPITAL ITEMS

	<u>2023</u>	<u>2022</u>
Grants receivable	\$ (4,483,299)	\$ 262,717
Accounts receivable	4,527,745	(5,295,610)
Inventories	(90,009)	(29,264)
Prepaid expenses	(9,167)	(158,318)
Accounts payable and accrued charges	(6,343,553)	17,456,134
Deferred revenue	(802,310)	20,630,054
Funds held in trust	135,124	252,230
	<u>\$ (7,065,469)</u>	<u>\$ 33,117,943</u>

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Notes to the Financial Statements

For the year ended March 31, 2023

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### 18. CONTINGENT LIABILITY

Effective June 2019, the Province of Ontario enacted Bill 124 “Protecting a Sustainable Public Sector for Future Generations Act, 2019”. This legislation limited compensation increases to 1.0% per year for a three-year moderation period for both unionized and non-unionized employees in the Ontario public sector. The starting dates of the moderation period varied across entities and employee groups. On November 29, 2022, the Ontario Superior Court of Justice struck down Bill 124, finding it unconstitutional and declaring it to be “void and of no effect”. On December 29, 2022, the Ontario government filed a Notice of Appeal with the Ontario Court of Appeal. The impact, if any, to the organization as a result of the Ontario Superior Court decision is not determinable at this time. As such, no provision has been made in the financial statements.

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Analysis of Operating Revenue

For the year ended March 31, 2023

Schedule 1

	<u>2023</u>	<u>2022</u> Restated (Note 3)
<b>GRANTS AND REIMBURSEMENTS</b>		
Basic operating and supplemental grants	\$ 22,461,402	\$ 21,140,087
Apprentice training	1,017,700	735,446
Municipal taxes	141,975	160,800
Capital support grants	122,683	190,443
Employment Services	2,179,725	2,154,449
Literacy and Basic Skills	537,890	531,411
Bursaries	175,463	65,803
Other provincial grants	3,571,880	2,725,541
Federal grants	3,814,564	3,989,529
Municipal grants	963,815	927,504
	<b>34,987,097</b>	<b>32,621,013</b>
<b>STUDENT TUITION</b>		
Full-time	6,470,349	6,801,997
Part-time	1,365,092	1,610,708
Contract education	5,361,700	4,173,596
International education	31,479,447	25,069,408
International education - license and service agreements	45,285,232	47,827,546
Sundry fees	5,970,738	4,238,969
	<b>95,932,558</b>	<b>89,722,224</b>
<b>ANCILLARY OPERATIONS</b>		
Campus Shop	1,520,921	1,202,211
Parking	527,801	262,442
Residence and event centre	1,755,744	901,153
	<b>3,804,466</b>	<b>2,365,806</b>
<b>OTHER INCOME</b>		
Other sources	8,163,193	2,787,346
Donations from The Lambton College Foundation	245,316	775,037
	<b>8,408,509</b>	<b>3,562,383</b>
<b>AMORTIZATION OF DEFERRED CAPITAL CONTRIBUTIONS</b>		
	4,595,014	4,901,432
	<b>\$ 147,727,644</b>	<b>\$ 133,172,858</b>



# Sexual Violence Prevention on Campus

2022 Annual Report



## Background & Context

Sexual violence is defined as “any act targeting a person’s sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person’s consent, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation” (*Ministry of Training, Colleges and Universities Act*, R.S.O. 1990, c. M.19).

In March 2015, the Government of Ontario announced, “It’s Never Okay: An Action Plan to Stop Sexual Violence and Harassment”. This Action Plan set out the government’s commitment to stopping sexual violence and harassment across the province. As a result of this Action Plan, the Sexual Violence and Harassment Action Plan Act (or Bill 132) came into force in September 2016. Bill 132 introduced new legislation that required all Ontario colleges and universities to work with students to create campus-wide sexual violence and harassment policies. This annual report addresses and reports on several matters related to the experiences of and supports offered to students who are affected by sexual assault.

## Sexual Assault & Sexual Violence Policy & Protocol

The Lambton College Sexual Assault & Sexual Violence Policy & Protocol (herein referred to as the “Policy”) addresses sexual violence and describes the process of how the College will respond to and address incidents and complaints of sexual violence involving students enrolled at the College. The Policy also provides recommendations on additional steps to ensure a safe environment for all. At least once every three years the Policy must be reviewed and amended as needed. When developing the Policy, student input was considered and is considered each time the policy is reviewed or amended.

The Policy was first established in 2016 and was last updated in June 2021 to address student concerns around potential repercussions and stigma. The update ensures that a complainant who discloses or reports sexual violence will not be subject to actions for violations of policies related to drug or alcohol use at the time the sexual violence took place. As well, a student who shares their experience of sexual violence will not be questioned about past sexual history or sexual expression. The Policy balances survivors’ needs and respondents’ rights, while ensuring that the individual who has been affected by sexual assault will be believed, supported, and appropriately accommodated. We ensure that all Lambton College employees are knowledgeable on the Policy through the completion of a mandatory training module. This module is reviewed periodically to ensure that the information is current and accurate.

## A Community Response

At Lambton College, we are committed to creating a campus atmosphere that is free from sexual violence. Sexual violence is a broad societal issue that is rooted in gender inequality, power, and oppression. As such, measures to address sexual violence on campus must consider an approach that is developmental, responsive, and supportive. Lambton College commits to a community response that seeks to build and develop an environment that is safe and supportive for its members through education, prevention, incident response, survivor support, and community development.



## Sexual Assault Advisory Task Force

The Government of Ontario announced that every publicly assisted college and university is required to have a task force devoted to tackling sexual violence on campus. The Lambton College Sexual Assault Advisory Task Force (herein referred to as the “Task Force”) established in 2016 is responsible for providing thoughtful, objective, and strategic leadership to the implementation of sexual violence prevention, awareness, and education initiatives, including policy development and supports.

The Task Force representation consists of students, faculty, staff, administration, and representatives from local community services. In 2022, the Task Force was made up of the following members:

Kurtis Gray	Associate Vice President, Student Success (Chair)
Tracey Arnold	Manager, Occupational Health & Safety and Emergency Planning, Lambton College
James Grant	Manager, Athletics & Student Life, Lambton College
Patrick Bennett	Director, Institutional Intelligence & College Registrar
Lori Brush	Manager, Counselling, Accessibility & Testing Services, Lambton College
Leslie Lapier	Sexual Assault Coordinator, Bluewater Health Sexual Assault /Domestic Violence Treatment Centre
Jane Manning	Manager, Indigenous Education, Lambton College
Kristen Carter	Executive Director, Victim Services of Sarnia-Lambton
Francis Haight	Campus Nurse, Lambton College
Carolyn Fracalanza	Administrative Assistant, Student Success, Lambton College
Jennifer Vansteenkiste	Executive Director, Women’s Interval Home of Sarnia-Lambton
Trish Vanoosterom	Counsellor and Public Education Coordinator, Sexual Assault Survivors' Centre Sarnia-Lambton
Grusha Kaur Sawhney	Sexual Assault Prevention Ambassador, Lambton College
Summer Catt	President of the Indigenous Student Council, Lambton College

Figure 1.1 – Sexual Violence Task Force Membership

During 2022, the Task Force met in April and November. Key priorities and objectives were discussed and include the following:

1. To ensure that the College complies with the legislative requirements outlined by the MCU and Ontario Human Rights Code.
2. Work collaboratively to implement sexual violence prevention initiatives, training, education and response efforts.
3. Participate in the community roundtable to identify issues, trends, insights and best practices.

In 2019, a subcommittee was created to develop a detailed action plan designed to track and monitor the work of the Sexual Assault and Sexual Violence Advisory Task Force. It assesses the effectiveness of Lambton College’s current programs and services to combat sexual violence on campus and provides recommendations on additional steps that the College may take to ensure a safe campus environment. In December 2019, the sub-committee met to create a 2020-2022 Sexual Assault and Sexual Violence Prevention and Education Plan. This detailed action plan included 20 objectives with associated actions and timelines. The sub-committee met again on May 3, 2021, to review the current objectives. In November 2021, the action plan objectives were completed and reviewed by Task Force members. To build on the work done in the initial plan, a second iteration with updated objectives will be established in 2023 to address new areas of focus/goals.



## Reporting Obligations to Board of Governors and Ministry

The *Ministry of Training, Colleges, and Universities Act, 1990* requires that every post-secondary institution collect data and other information relating to the following:

1. The number of times supports, services and accommodations relating to sexual violence are requested and obtained by students and information about the supports, services and accommodations.
2. Any initiatives and programs established by the college to promote awareness of the supports and services available to students.
3. The number of incidents and complaints of sexual violence reported by students and information about such incidents and complaints.
4. The implementation and effectiveness of the policy

## Reporting Metric Definitions

- Sexual Assault is defined as the non-consensual contact or activity, including the threat of such activity, done by one person or a group of persons to another. Can range from unwanted sexual touching, kissing, or fondling to forced sexual intercourse.
- Stalking is defined as behaviours that occur on more than one occasion and which collectively instill fear in the person or threaten the person's safety or mental health, or that of their family or friends. Includes face to face, phone, email, social media, surveillance and pursuit, and sending unsolicited gifts.
- Sexual Harassment is defined as a course of vexatious comment, conduct and/or communication based on sex, sexual orientation, gender, gender identity, or gender expression or orientation that is known or should be known to be unwelcome.
- Indecent Exposure is defined as the exposure of the private or intimate parts of the body in a lewd or sexual manner, in public place when the perpetrator may be readily observed. Includes exhibitionism.
- Voyeurism is defined as the surreptitious observing of a person without their consent and in circumstances where they could reasonably expect privacy. Includes direct observation, observation by mechanical means, or visual recordings.
- Sexual Exploitation is defined as taking advantage of another person through non-consensual or abusive sexual control. May include digital or electronic broadcasting, distributing, recording and photographing of people involved in sexual acts without their consent.

## Reports

A formal report of sexual violence can be made through the Office of the Registrar. Individuals who report an incident of sexual violence are supported through Safety & Security and the Wellness Centre. Formal reports are investigated by the Registrar and the investigation may be terminated at any time if the survivor no longer wishes to continue as long as the nature of the incident does not endanger public safety.

In 2022, there was 1 report of sexual violence on the Sarnia campus. Lambton College's partnership colleges, CESTAR and Queen's reporting metrics are also included in this report. CESTAR had 0 reports of sexual violence and Queen's had 4 reports. Lambton College held meetings with CESTAR and Queen's to align prevention efforts on sexual violence reporting, action, planning and support services for our students.

## Sarnia Campus – Complaints of Sexual Violence

Number of Formal Complaints					
	2018	2019	2020	2021	2022
Sexual Violence	5	1	0	3	0
Sexual Assault	2	1	0	3	1
Sexual Harassment	1	1	0	1	0
Stalking	3	0	0	0	0
Indecent Exposure	0	0	0	0	0
Voyeurism	0	0	0	0	0
Sexual Exploitation	0	1	0	0	0

Figure 1.2 - Formal Complaints of Sexual Violence \* A complaint of sexual violence may include more than one reporting metric

## Student Supports and Services Requested and Obtained-Sarnia

Number of Times Student Supports and Services Requested and Obtained in 2022	
Supports	1
Services	0
Accommodations	0

Figure 1.3 – Student Supports and Services Requested and Obtained at Sarnia Campus

## Cestar College – Complaints of Sexual Violence

Number of Formal Complaints					
	2018	2019	2020	2021	2022
Sexual Violence	1	2	1	1	0
Sexual Assault	0	0	0	0	0
Sexual Harassment	1	2	0	0	0
Stalking	0	0	0	0	0
Indecent Exposure	0	0	1	1	0
Voyeurism	0	0	0	0	0
Sexual Exploitation	0	0	0	0	0

Figure 1.4 - Formal Complaints of Sexual Violence at Cestar College \* A complaint of sexual violence may include more than one reporting metrics

## Cestar College - Student Supports and Services Requested and Obtained

Number of Times Student Supports and Services Requested and Obtained in 2022	
Supports	0
Services	0
Accommodations	0

Figure 1.5. - Student Supports and Services Requested and Obtained at Cestar Campus

## Queen's College - Complaints of Sexual Violence

Number of Formal Complaints					
	2018	2019	2020	2021	2022
Sexual Violence	1	2	0	0	4
Sexual Assault	0	0	0	0	0
Sexual Harassment	1	2	0	0	2
Stalking	0	0	0	0	2
Indecent Exposure	0	0	0	0	0
Voyeurism	0	0	0	0	0
Sexual Exploitation	0	0	0	0	0

Figure 1.6 - Formal Complaints of Sexual Violence at Queen's College \* A complaint of sexual violence may include more than one reporting metric

## Queens College - Student Supports and Services Requested and Obtained

Number of Times Student Supports and Services Requested and Obtained in 2022	
Supports	4
Services	0
Accommodations	0

Figure 1.7 - Student Supports and Services Requested and Obtained at Queen's Campus

## Statistics

When reviewing the statics with respect to reports of sexual violence, it is important to note that there are distinctions between disclosures and reports. A disclosure is informal, can occur in any space within the College and can be made to any member of community without filing a formal report. A survivor who chooses to disclose is offered connection to several resources and advised on the many pathways that they can opt to pursue

## Training and Awareness

The Task Force has identified the continued affects that COVID-19 has had on survivors of sexual violence. As COVID-19 regulations and Government guidelines have regularly changed, many external services have adapted a hybrid model where services are offered both online and in-person. Lambton College will continue to work together with our community partners to best support survivors. We continue to offer both virtual and in-person sexual violence education and awareness workshops. As well, a variety of different posters are displayed around our campus to convey the College's commitment to believing and supporting survivors of sexual violence.

## On and Off Campus Supports

Support and accommodations are available to survivors through various services and departments on-campus. A number of community supports and resources are also available to students. Lambton College students who require support and/or accommodations can go to the Wellness Centre and speak with a counsellor. A counsellor can help connect a student with the on and off campus supports and accommodations they need.

## Campus Initiatives

A student Sexual Assault Prevention Ambassador was hired in January 2022 to assist in coordinating sexual violence education and prevention initiatives at Lambton College. A focus was placed on educating our college community on sexual assault and sexual violence through various workshops and trainings. 318 students attended in person and virtual Bystander Intervention Training workshops provided by the Sexual Assault Survivors Centre Sarnia-Lambton. Bystander Intervention Training is a sexual violence prevention workshop that provides students with the knowledge and tools that will help them to recognize, de-escalate and safely intervene in situations where there might be a risk of sexual violence. Sexual Harassment in the Workplace education sessions were offered to both students and employees. These sessions provided information about what workplace sexual harassment is, how to recognize it, and the rights and protections you are entitled to at your workplace.

In February a Valentine's Day campaign was created to promote consent and healthy relationships. Heart shaped stress balls were distributed to students at building entrances that communicated a message about consent in relationships. To continue the conversation about consent at our college, vouchers were distributed to students to encourage them to join us in "spilling the tea" on consent. These vouchers allowed students to save \$2.00 on a beverage of their choice in the Marketplace Café located on our main campus.



A Sexual Violence Prevention Instagram page was created to provide Instagram users with general sexual violence information. To encourage Lambton College students to follow the Sexual Violence Prevention Instagram page we did a gift card giveaway. In addition to sharing sexual violence information, having an Instagram account allows us to promote the training and education opportunities that are happening on and off campus.

To help raise awareness about male stereotyping, a campaign was created that encouraged a campus environment free of

male stereotyping. Although we know that sexual violence is most often committed against women by men, we acknowledge that people of all genders can experience sexual violence. In Canada, 1 in 8 men experience sexual violence; however, they are less likely to report. This campaign raised awareness about men experiencing sexual violence and that they should be able to share their experience without feeling shame or self-doubt.

A virtual sexual violence education session was held for international students. This session allowed us to better understand what our international students understand about sexual violence in Ontario / Canada. Those who registered for this workshop were asked to answer a few questions about sexual violence before attending the session. By knowing what our international students understand about sexual violence in Ontario we can better educate them and create a safer campus experience for all students. Lambton College developed a new online course designed to help international students stay safe while studying in Canada. The course, titled "Staying Safe in Canada" includes a 2-hour module dedicated to consent and sexual assault. The module explores consent and sexual violence and provides information as to where they can seek help, assistance and support, both on and off campus. International students enrolled at Lambton College will be required to complete this course prior to starting their courses.

## Summary

Lambton College  
is here for you.

We believe you.



If you or someone you  
know is a victim or  
witness of sexual  
violence, support  
is available.

Lambton College is committed to confronting and preventing sexual violence and creating a safe space for anyone in our College community who has been affected by sexual violence. The College strives to provide a safe and positive space where members of our community feel able to work, learn and express themselves in an environment free from sexual violence. Lambton does this by engaging in public education, prevention activities and providing appropriate education and training to the College community about sexual violence and assault. Lambton College uses social media platforms and the myLambton.ca Sexual Violence Support & Education page to share important sexual violence related information and promote the College's values for a respectful and supportive survivor-centered response.

Lambton ensures that those who disclose that they have experienced sexual violence are believed, and that their right to dignity and respect is protected throughout the process of disclosure, investigation and adjudication. Students are strongly encouraged to report incidents of sexual violence, but do not need to file a report or formal complaint to obtain supports, services, or accommodation from the College. Lambton College will continue to update and monitor our Sexual Assault and Sexual Violence Policy & Protocol to ensure that it remains effective and in line with our other existing policies and best practices. Lambton College is always working towards the creation of a campus atmosphere in which sexual violence is not tolerated and where College community members feel comfortable coming forward and reporting incidents of sexual violence. The College stands with and believes survivors of sexual violence.

## BOARD OF GOVERNORS 2023-2024 ANNUAL PLAN AND CALENDAR OF EVENTS

<b>MONTH</b>	<b>AT BOARD MEETING</b> <i>Board Mandated Reports / Board P.D.</i>	<b>OTHER ACTIVITY /</b> <b>Finance &amp; Property / Programs &amp; Services/Executive Committee</b>	<b>RESPONSIBILITY</b>
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(R) = Required

<b>September 28, 2023</b> <b>9:30-2:00 p.m.</b>	<b>New Governor Orientation</b>		President, Secretary-Treasurer, EA to the Board, and Chair
<b>Thursday, October 26, 2023</b> <b>Board Meeting</b> <b>9:30 a.m.</b>	<b>OPEN Board Meeting</b> <ul style="list-style-type: none"> <li>• Celebrating our Students</li> <li>• July 2023 Financial Statement Review (R)</li> <li>• Appointment to Board Standing Committees and Program Advisory Committees (PACs)</li> <li>• Mentor Assignments (R)</li> </ul> <p><b>IN-CAMERA</b> TBD *President's Evaluation October 2023</p> <p><b>Board Planning and Development Retreat</b></p> <p><b>Retreat Potential Topics</b></p> <ul style="list-style-type: none"> <li>• 2025-2030 Strategic Plan Development</li> <li>• Board and Self-Evaluation Review (survey completed in June)</li> <li>• 2022-23 Lambton College Report &amp; 2023-24 Future Directions (R)</li> </ul>	Executive Committee – October 12, 2023 Programs and Services – October 12, 2023 Finance & Property – October 19, 2023	Board Chair, President, Secretary-Treasurer EA to the Board
<b>October 26, 2023</b> <b>Retreat</b> <b>10:30 a.m. to 4:00 p.m.</b>			
<b>November 25-27, 2023</b>	<b>Higher Education Summit</b>	Colleges Ontario Fall Governors' Orientation Program Part 1 & 2	<b>Attending:</b> New Governors Executive Committee Governors who have not had the opportunity Board Executive Assistant to coordinate
<b>December 7, 2023</b> <b>4:30 p.m.</b>	<b>OPEN Board Meeting</b> <ul style="list-style-type: none"> <li>• Celebrating our Students</li> <li>• September 2023 Statements (R)</li> </ul>	Executive Committee- November 23, 2023 Programs & Services Committee –Nov. 23, 2023	Chair, President Chair, Programs & Services

	<ul style="list-style-type: none"> <li>• Fall Financial Forecast (R)</li> <li>• Tuition &amp; Compulsory Fees Approval (R)</li> </ul>	Finance & Property – November 30, 2023  Tri-Board Appreciation Lunches – December 7 and December 8	Senior V.P Academic and Student Success Chair, Finance and Property Sr. V.P. Strategy and Corporate Services
<b>January 25, 2024</b> <b>4:30 p.m.</b>	<b>OPEN Board Meeting</b> <ul style="list-style-type: none"> <li>• Celebrating our Students</li> <li>• SAC Annual Report (R)</li> <li>• Health &amp; Safety Annual Report (R)</li> <li>• Insurance, Risk Management and Cybersecurity Report (R –information only)</li> </ul> <b>IN-CAMERA</b> <ul style="list-style-type: none"> <li>• Approval of President and Board's Performance Goals 2023-2024 (R)</li> <li>• President 2022-2022 Six-Month Goal Report (R)</li> </ul>	Executive Committee – January 18, 2024	Chair, President
<b>Feb 29, 2024</b> <b>4:30 p.m.</b>	<b>OPEN Board Meeting</b> <ul style="list-style-type: none"> <li>• Celebrating our Students</li> <li>• December 2024 Statements (R)</li> <li>• Financial Update</li> <li>• Research Ethics Board Annual Report (R)</li> <li>• Commercialization Report (R)</li> </ul> <b>IN-CAMERA</b> TBD	Executive Committee- February 15, 2024 Programs & Services – February 15, 2024  Finance & Property – February 22, 2024	Chair, President Chair, Programs & Services Senior V.P Academic and Student Success Chair, Finance & Property Senior V.P. Strategy and Corporate Services
<b>April 4, 2024</b> <b>4:30 p.m.</b>	<b>OPEN Board Meeting</b> <ul style="list-style-type: none"> <li>• Celebrating our Students</li> <li>• Budget and Business Plan 2024-2025(R)</li> <li>• 2023 Quality Assurance Presentation (R)</li> <li>• Approval of Honorary Diploma for Convocation Speaker if needed (R)</li> </ul> <b>IN- CAMERA Meeting</b>	Begin internal election process if required Begin President's Evaluation Process Board Officer Nomination forms to Board Executive Committee – March 21, 2024 Programs & Services – March 21, 2024 Finance & Property – March 28, 2024	Board Chair Executive Performance and Compensation Committee Chair, Programs & Services Senior V.P Academic and Student Success Chair, Finance & Property Senior V.P. Strategy and Corporate Services

<p><b>June 6, 2024</b> <b>4:30 p.m.</b></p>	<p><b>OPEN Board Meeting</b></p> <ul style="list-style-type: none"> <li>• Celebrating our Students (R)</li> <li>• Indigenous Education Presentation</li> <li>• 2023 Sexual Assault and Violence Annual Report (R)</li> <li>• Auditors' Presentation of Audited Financial Statements (R)</li> <li>• Annual Plan and Calendar of Events Reviewed and Approved (R)</li> <li>• Approve Nominations for new Governors (R)</li> <li>• Election Chair, 1<sup>st</sup> Vice-Chair and 2<sup>nd</sup> Vice-Chair (R)</li> <li>• Recognition of Retiring Governors</li> </ul> <p><b>IN-CAMERA</b></p> <ul style="list-style-type: none"> <li>• President's Final Goal Report (R)</li> </ul>	<p>Notification of Governors' Award winner for Convocation Electronic Board and Self-Evaluation survey opens Executive Committee – May 23, 2024 Programs &amp; Services – May 23, 2024 Finance &amp; Property – May 30, 2024</p> <p>Presentation to Retiring Governors</p> <p>Convocation Ceremony – Wednesday, June 5, 2024</p>	<p><b>Board Secretary</b> Board Chair Board Members</p>
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OFFICE OF THE BOARD OF GOVERNORS  
2023 NOMINATION FORM - ELECTION OF OFFICERS

Please use a separate nomination form for each nomination.

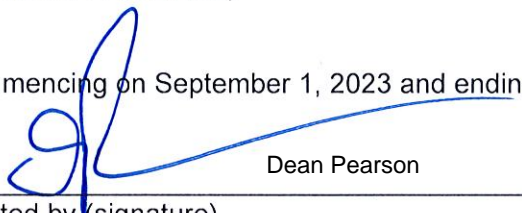
We, the undersigned, nominate

\_\_\_\_\_ for the position of Chair, OR

Tania Lee for the position of 1<sup>st</sup> Vice Chair, OR

\_\_\_\_\_ for the position of 2<sup>nd</sup> Vice Chair,  
(Please PRINT name of Nominee)

For a term commencing on September 1, 2023 and ending on August 31, 2024.

1.  \_\_\_\_\_  
Nominated by (signature) Dean Pearson

2. Brian Lucas  
\_\_\_\_\_  
Seconded by (signature)

**NOTE:**

1. The definition and duties for Board officers can be found on Page 6 & 7 of Operating By Law No. 1, 11.0 - 11.4.4, of the Board of Governors.
2. These positions must be filled from among the external Board members.
3. A person may nominate more than one person for the same position.
4. Each nominee must be nominated by two (2) Board members. (Internal governors can be nominators.)
5. It would be appreciated if you could submit and or email the form to the Board Office. Nominations will also be called from the floor.

S.Dickson  
Secretary-Treasurer





OFFICE OF THE BOARD OF GOVERNORS  
2023 NOMINATION FORM - ELECTION OF OFFICERS

Please use a separate nomination form for each nomination.

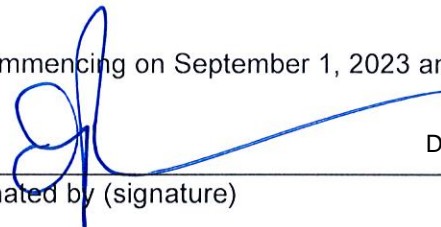
We, the undersigned, nominate

\_\_\_\_\_ for the position of Chair, **OR**

\_\_\_\_\_ for the position of 1<sup>st</sup> Vice Chair, **OR**

**Jason McMichael** \_\_\_\_\_ for the position of 2<sup>nd</sup> Vice Chair,  
(Please PRINT name of Nominee)

For a term commencing on September 1, 2023 and ending on August 31, 2024.

1.  \_\_\_\_\_  
Nominated by (signature) Dean Pearson

2. \_\_\_\_\_  
Seconded by (signature) Brian Lucas

**NOTE:**

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S.Dickson  
Secretary-Treasurer



OFFICE OF THE BOARD OF GOVERNORS  
2023 NOMINATION FORM - ELECTION OF OFFICERS

Please use a separate nomination form for each nomination.

We, the undersigned, nominate

**Brian Lucas**

\_\_\_\_\_ for the position of Chair, **OR**

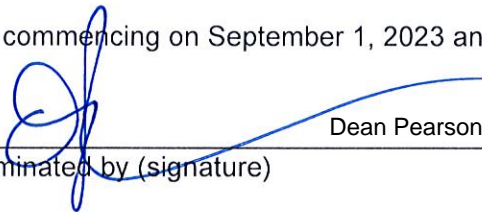
\_\_\_\_\_ for the position of 1<sup>st</sup> Vice Chair, **OR**

\_\_\_\_\_ for the position of 2<sup>nd</sup> Vice Chair,

(Please PRINT name of Nominee)

For a term commencing on September 1, 2023 and ending on August 31, 2024.

1.

  
\_\_\_\_\_ Dean Pearson

Nominated by (signature)

2.

Barry Hogan

\_\_\_\_\_  
Seconded by (signature)

**NOTE:**

1. The definition and duties for Board officers can be found on Page 6 & 7 of Operating By Law No. 1, 11.0 - 11.4.4, of the Board of Governors.
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S.Dickson  
Secretary-Treasurer

## PRESIDENT'S REPORT TO THE BOARD OF GOVERNORS

June 8, 2023

### RESEARCH & INNOVATION

- Lambton College was announced as the Gold recipient of the Colleges and Institutes Canada (CICan) Applied Research & Innovation Award of Excellence at the annual CICan Connect Conference in Montreal. This marks the second year in a row Lambton College has won the Gold in this category. Mehdi Sheikhzadeh, Vice President, Research & Innovation, and Andrea Hands, Manager, Partnership, Strategic Initiatives and Communication, Research & Innovation, presented at the conference on the College's strategic approach to applied research.
- Lambton College has received news of the biggest research infrastructure grant funding in College history. The Ontario Research Fund has approved \$2.65M for research infrastructure, matching the \$2.65M previously approved by the Canada Foundation for Innovation.
- Lambton College will be collaborators in two national consortiums that were officially funded in May:
  - Acceleration Consortium: "Self-driving labs" that combine artificial intelligence, robotics and advanced computing to discover new materials and molecules. Led by University of Toronto with funding of \$200M. Lambton College is the only college collaborator in this consortium.
  - DNA to RNA: An Inclusive Canadian Approach to Genomic-based RNA Therapeutics (D2R), Led by McGill University with funding of \$160M.
- Research & Innovation's Long-Term Care Cooperative micro-credential based training model is gaining an increased profile. Representatives from R&I have been invited to present at the Ontario Long Term Care Association (OLTCA) Annual Meeting, and the training model is a feature story in the OLTCA quarterly magazine distributed to all long-term care homes in Ontario. R&I also participated in a webinar for AdvantAge, a stakeholder group for the province's municipal long-term care and retirement homes.
- R&I has created an Equity, Diversity and Inclusion (EDI) guide to support researchers, staff and students in incorporating EDI practices into their work and the research process. This includes an overview of EDI considerations in the research process, and for building a research team. Going forward, every research project will follow these guidelines.
- In the 2022-2023 fiscal year, R&I applied for \$43.81M in funding. At this time, 66% of those proposals have been successful, 19% are pending and 15% have been rejected.



## OUR STUDENTS

- The President and other members of EMT and the College Management Team (CMT) visited Cestar and Queen's Colleges on April 3 and 4. Queen's College held a media event announcing 14,000 additional square feet of student-centered space on campus.
- Lambton College's Student Administrative Council (SAC) held its Student Appreciation Week from April 10-14.
- Lambton College signed a memorandum of understanding with Fanshawe, Georgian, Humber and Loyalist Colleges on a framework to offer military-connected students barrier-free and local access to program completion. This partnership, which designates Lambton College a military-connected college, was announced on April 11.
- Lambton College held its annual Athletics Banquet on April 13 to celebrate the achievements of our student athletes. Basketball players Journee Joseph and Breanna Pretty were named the Male and Female Athletes of the year.
- On April 14, the President attended a Community Integration through Cooperative Education (CICE) celebration to recognize this year's CIBC scholarship recipients, all of whom are graduating this year.
- The President attended the Photography program's year end gala at the International Symphony Orchestra building on April 14.
- On April 19, the Executive Management Team (EMT) hosted a luncheon attended by representatives from SAC to discuss upcoming collaboration opportunities.
- From April 23-26, EMT and other representatives from the College attended the CICan conference in Montreal. In addition to Research & Innovation's presence at the Conference, Mental Health Project Lead Jenna Strydonck presented on the College's work on the National Standard of Canada for Mental Health and Wellbeing for Post-Secondary Students.
- President Mark Frison of Assiniboine Community College in Brandon, Manitoba came to the College for a meeting with the President and a tour on April 27.
- Enactus Lambton reached the semi-finals of the Enactus Nationals in Montreal at the beginning of May with a presentation on the progress of Project One Circle.
- The School of Applied Science, Engineering Technology and Trades held a Program Advisory Committee appreciation event on May 3. The President attended and spoke.
- On May 8, it was decided that based on record RSVPs, the 2022-23 Lambton College Convocation would be divided into two ceremonies, both taking place on June 7.

- The Lambton College School of Nursing was officially launched on May 9 during National Nursing Week with an event held in the Lambton College nursing labs. The event included speeches from Shannon Landry, Vice President Clinical Support Services and Chief Nursing Executive, Bluewater Health, and Vice Chair of the Lambton College Board of Governors, and Heather Martin, Administrator/CEO, Vision Nursing Home.
- On May 24, Lambton College officially launched its Centre for Graduate Studies, or Lambton Ottawa, with a press conference in Ottawa. The President represented Lambton College alongside Mary Vaughan, Senior Vice President, Academic and Student Success, Chris Slade, Senior Dean, International Education, and Diana Forbes, Senior Director, Community Engagement.

## OUR PEOPLE

- The College held a virtual Town Hall on May 4 where updates were provided on upcoming events, enrolment, and the 2023-24 budget. Equity Diversity and Inclusion spotlight presentations also took place, as did student success celebrations. A total of 358 employees attended.
- On May 9, a celebration for the 2022 Research Awards of Excellence winners took place. The President presented awards to Teri Vanos, Researcher of the Year, Marcela Nathali Lozada Orquera, Student Researcher of the Year, and Lambton Public Health, Partner of the Year.

## OUR LOCAL AND GLOBAL COMMUNITY

- On April 5, the President visited Great Lakes Secondary School for a tour with Principal John Howlitt.
- The 28<sup>th</sup> annual Pow Wow at Lambton College was held on April 6. This vibrant cultural event enjoyed a significant turnout from local First Nations, the Sarnia-Lambton community, and area elementary and secondary schools.
- Representatives from RBC visited Lambton College on April 12 for a tour and presentations on the future direction of the College and the work of Enactus Lambton and their upcoming plans.
- On April 14, the President hosted Michelle Holbrook, Executive Director, Sarnia-Lambton Rebound.
- The Sarnia-Lambton Immigration Task Force announced a five-year framework for growing and strengthening Sarnia-Lambton through a strategic approach to immigration. The Task Force is chaired by former Lambton College President & CEO Judith Morris, and the President and other representatives from the College play integral roles on the Task Force and its Action Groups.

- The President hosted Julie Craddock, Deputy Chief, Sarnia Police Services, for a meeting and tour of the College on May 15.
- On May 16, the President made a presentation on the College to the Kiwanis Club of Sarnia-Lambton Golden K at the Kiwanis Centre.
- Member of Parliament Peter Fragiskatos attended a meeting at the College to discuss federal funding opportunities for the Indigenous Outdoor Gathering Space. The President as well as Kurtis Gray, Associate Vice President, Jane Manning, Director, Indigenous Education, and Lianne Birkbeck, Executive Assistant and Government Relations Advisor to the President/CEO and Board of Governors, represented Lambton College.

**Report From: B. Hogan, Chair**

<input checked="" type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input type="checkbox"/> Meeting Date <u>June 8, 2023</u>	
<input type="checkbox"/> Agenda Item No. <u>#12</u>	

**Subject: OPEN GOVERNANCE**

**Recommendation: That the Board of Governors approves the Governance Report and all decisions and motions therein, as presented.**

Signature on File  
B. Hogan, Chair

**1 Programs and Services Committee**

M. Vaughan

**approval**

The Program and Services Committee heard a presentation regarding accessibility services from Lori Brush, Manager, Counselling, Accessibility & Testing Services, Denise Richards, Counsellor & Coordinator, Accessibility, and Shauna Core, Accessibility & Learning Skills Advisor.

As well, the Committee reviewed the Program Advisory Scorecards that report metrics regarding meeting frequency, membership composition, and activity levels. It was reported all Program Advisory Committees are operating well.

**Program Proposals**

**Recommendation:** That the Board of Governors approves the Programs and Services Committee recommendation to approve the following new program proposals:

- Computer Networking and Support Technician
- Business – Sustainable Agriculture
- Agricultural Automation Technician Greenhouse System Controls

**Recommendation:** The Board of Governors approves the Programs and Services Committee recommendation to approve the Global Business Management Program Proposal and the Board of Governors approves the Programs and Services Committee recommendation to approve the recommended fees for the Global Business Management program Management for the 23/24 academic year.

**Triennial Reports**

**Recommendation:** That the Board of Governors approves the Programs and Services Committee recommendation to approve the Advanced Teaching – eLearning & Instructional Design triennial report.

**2 Finance and Property Committee (attachment)**

**CENTRE FOR GRADUATE STUDIES – STAFFING**

M. Vaughan

**approval**

(attachment) Recommendation: That the Board of Governors approves the Finance and Property

Committee recommendation to approve the addition to staffing complement outline the memo attached for the Centre for Graduate Studies in Ottawa. 2023-29

**2022-23 Section 28 Exemption Attestation**: The Committee were informed the Chair will sign the 2021 Section 28 Board Attestation confirming the College followed all Section 28<sup>th</sup> requirements.

S. Dickson

information

**3 Nomination Committee**

B. Hogan

**approval**

**Internal Governors**

An election will be initiated in June for a support staff governor as Shawn Fowler's first term ends August 31, 2023. The election for student governor will be held in the fall with the SAC election.

**External Governors**

The Nomination Committee interviewed two candidates to join the board from the health sector and from the education sector. The recommended candidates were Jane Mathews, Director, Professional Practice & Patient Experience Spiritual Care & Student Relations, Bluewater Health and Daniella Mancusi, Principal, Gregory Hogan Elementary School

Recommendation: That the Board of Governors approves the Nomination Committee recommendation to appoint Jane Mathews for a term beginning September 1<sup>st</sup>, 2023 ending August 31<sup>st</sup>, 2026.

Recommendation: That the Board of Governors approves the Nomination Committee recommendation to appoint Daniella Mancusi for a term beginning September 1<sup>st</sup>, 2023 ending August 31<sup>st</sup>, 2026.

**Lieutenant Governor Order in Council (LGIC) Appointment**

Rob Thompson's application was submitted for approval in January 2023 for a term to begin September 1, 2023.

**4 Executive Committee**

B. Hogan

information

The Executive Committee met on May 25 to discuss the 2022/23 Executive Election, 2022-23 President and Board Final Goal Report, 2023/24 Board Annual Calendar and Schedule of Meetings and reviewed capital projects.

**5 Program Advisory Committee Reports**

B. Hogan

Information

At this time, the Chair will provide Governors an opportunity to provide a brief informal report from any Program Advisory Committee meeting attended since the last meeting.



## LAMBTON COLLEGE CENTRE FOR GRADUATE STUDIES

Lambton College is moving forward with an innovative and entrepreneurial opportunity to diversify and grow the College through the Centre for Graduate Studies, or Lambton Ottawa, a public-public collaboration with Saint Paul University (SPU). To effectively manage and operate Lambton Ottawa with a focus on student success and wellness, Lambton College is seeking approval of an addition to staffing complement of four employees for the Centre for Graduate Studies in Ottawa.

### BACKGROUND

- In this public-public collaboration, Lambton College is leasing space on the SPU campus to deliver Lambton's two-year graduate certificate programs with a co-op component.
- The Centre for Graduate Studies will be managed and operated by Lambton College.
- To support student persistence, success and wellness, a combination of on-campus and virtual services will be available to students.

### OPPORTUNITY

- The Centre for Graduate Studies represents a valuable opportunity to diversify the College and increase its financial sustainability.
- Through Lambton Ottawa, Lambton College also has the opportunity to build on its post-graduate portfolio and further strengthen its brand internationally through the delivery of its leading graduate certificates with exemplary student services and supports in place.
- To help deliver on these important priorities, Lambton College is seeking to hire four employees for the Centre for Graduate Studies.
- This staffing complement consists of three Support Staff positions, and one Administration.

### NEXT STEPS

- Pending approval from the Lambton College Board of Governors, Lambton College is eager to move forward with the hiring process for the Centre for Graduate Studies.
- The goal is for these new positions to be hired in the Fall 2023 semester in preparation for the first intake at the Centre for Graduate Studies in January 2024.

### RECOMMENDATION

The Board of Governors approves the Finance and Property recommendation to approve the addition to the staffing complement for the Centre for Graduate Studies in Ottawa.

## Board Chair Annual Section 28 Attestation

### Briefing Note – For information only

#### Issue

The Chair of the Board of Governors is required to attest that the College was compliant with Section 28 of the *Financial Administration Act (FAA)* and the related processes set out in the Banking, Investment and Borrowing Binding Policy Directive of the Ministry of Colleges and Universities during the 2022/23 fiscal year.

#### Background

The attestation is an annual process and the College demonstrates through adherence to the following responsibilities:

- A. For transactions that are exempted from the application of Subsection 28(1) of the FAA under O. Reg. 376/18 and are above the threshold value as set out in the Banking, Investment and Borrowing Binding Operating Procedure, the college had fully assessed, before entering into the agreement:
  - The amount of the contingent liabilities;
  - The risk of the contingent liabilities occurring; and
  - Any justification for agreeing to the contingent liabilities.
- B. The college had ensured appropriate governance was in place to manage the contingent liabilities in all contracts;
- C. The college had limited the liabilities of the Crown and capping the college exposure as a provision of all contracts where possible;
- D. The college had sought appropriate legal advice before entering into the contracts;
- E. The college had provided the annual total values of its financing, operating and capital contracts; and
- F. The college had been in compliance with Subsection 28(1) of the FAA.

## Annual Section 28 Attestation

**Date:** June 8, 2023

**To:** Minister of Colleges and Universities

**From:** Barry Hogan, Chair of Board of Governors of Lambton College

**Subject:** 2022-23 Attestation of Section 28 Process

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This Memo provides our assurance that in 2022-2023, Lambton College was in compliance with Section 28 of the *Financial Administration Act (FAA)* and the related processes set out in the Banking, Investment and Borrowing Binding Policy Directive of the Ministry of Colleges and Universities.

Listed below are the Key Statements of Responsibility that evidence our assurance:

### **Key Statements of Responsibility**

- A. For transactions that are exempted from the application of Subsection 28(1) of the FAA under O. Reg. 376/18 and are above the threshold value as set out in the Banking, Investment and Borrowing Binding Operating Procedure, the college had fully assessed, before entering into the agreement:
  - The amount of the contingent liabilities;
  - The risk of the contingent liabilities occurring; and
  - Any justification for agreeing to the contingent liabilities.
- B. The college had ensured appropriate governance was in place to manage the contingent liabilities in all contracts;
- C. The college had limited the liabilities of the Crown and capping the college exposure as a provision of all contracts where possible;
- D. The college had sought appropriate legal advice before entering into the contracts;
- E. The college had provided the annual total values of its financing, operating and capital contracts; and
- F. The college had been in compliance with Subsection 28(1) of the FAA.

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Barry Hogan  
Chair of Board of Governors

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Date

## Lambton College

### Section 28 - Exemption Attestation 2022-23

#### Appendix E: Operating and Capital Contract Values

Agreement/ Contract Type	Description	Total Estimated Agreement / Contract Value	Annualized Agreement / Contract Value 2022-23	Notes
Construction	Capital Renovaton	\$ 4,700,000	\$ 3,669,000	Biology Lab
Construction	Capital Renovaton	\$ 4,900,000	\$ 1,100,000	Campus Road Entrance and Landscape Enhancement Project
Operating	Cleaning Contract	\$ 6,900,000	\$ 900,000	Cleaning contract -5 year operating contract



**Board of Governor**  
**Candidate**

**Nominating Committee:** Susan Ferguson, Tania Lee, and Barry Hogan

**Recommendation:**

That the nominating committee recommends to the Board of Governors the approval of the appointment of Daniela Mancusi to a three-year term, September 1, 2023 - August 31, 2026.

Yes  No

**Comments:**

Genuine; her love & passion for students is evident; strong involvement in community.

Please sign or initial and date:  
(On behalf of the committee)

Barry  
April 13/23



Board of Governor  
Candidate

Nominating Committee: Susan Ferguson, Tania Lee, and Barry Hogan

Recommendation:

That the nominating committee recommends to the Board of Governors the approval of the appointment of Jane Mathews to a three-year term, September 1, 2023 - August 31, 2026.

Yes  No

Comments:

The excitement is palpable!  
So much experience & connection to the college

Please sign or initial and date:  
(On behalf of the committee)

Heey April 13/23