



COUNCIL MEETING

Friday, November 28, 2025

Virtual Meeting

Attendance:

ACSW Council: Samuel Mammen, Peter Baylis, Ashley Baxter, Liz Goldie, Allen Billy, Brad Pickering, Geraldine Smith, Trevor Liskowich

ACSW Staff: Jody-Lee Farrah, Keslin Park, Debra Samek, Audrey Kent, Toni Harrison, Noreen Majek,

Invited Guests: Aderemi Adelugba, Jacquie Lesperance, Dale Cooney

Regrets: Lateef Habib, Musa Keita

Samuel Mammen, Chair, called the meeting to order at 9:26 a.m. Quorum was confirmed.

Ashley Baxter provided the land acknowledgement.

Conflict of Interest declaration for all council members was discussed and will be done at the beginning of each meeting moving forward. There were no conflicts of interest identified.

1.0 Welcome

Samuel Mammen welcomed all Council members, ACSW staff and invited guests.

2.0 Agenda Approval

Motion It is moved that the ACSW Council approve the Agenda for November 28, 2025, as presented.

Motion Approval: Trevor Liskowich

Second: Allen Billy

CARRIED (unanimous)

2.1 Approval of Minutes – September 19, 2025

Motion: It is moved that the ACSW Council approve the minutes of September 19, 2025, as presented.

Motion Approval: Brad Pickering

Second: Liz Goldie

CARRIED (1 abstention)



3. Governance Business

3.1 President's Report

The President's report for November 2025 was presented by Samuel Mammen.

Motion: It is moved that the ACSW Council approve the President's report for November 2025 as presented.

Motion Approval: Brad Pickering
Second: Peter Baylis

CARRIED (unanimous)

3.2 Treasurer Report

Ashley Baxter presented the Treasurer report for November 2025. It was noted that one edit was required in the second sentence changing "August 31, 2025" to October 31, 2025.

Motion: It is moved that the ACSW Council approve the Treasurer's report for November 2025 as presented with one edit.

Motion Approval: Brad Pickering
Second: Peter Baylis

CARRIED (unanimous)

3.2.1 Financial Statement and Capital Budget Statement – October 2025

Motion: It is moved that the ACSW Council approve the October 2025 financial statement and October 2025 capital budget statement as presented.

Motion Approval: Trevor Liskowich
Second: Brad Pickering

CARRIED (Unanimous)

3.2.2 DRAFT Budget 2026

Motion: It is moved that the ACSW Council approve the 2026 ACSW Operating Budget as proposed.



Motion Approval: Liz Goldie
Second: Peter Baylis

CARRIED (unanimous)

Motion: It is moved that the ACSW Council approve the 2026 ACSW Capital Budget as proposed.

Motion Approval: Brad Pickering
Second: Allen Billy

CARRIED (unanimous)

3.2.3 ACSW Fee Schedule Amendment

Motion: It is moved that the ACSW Council approve the fee schedule amendments as proposed.

Motion Approval: Liz Goldie
Second: Peter Baylis

CARRIED (unanimous)

3.3 Executive Director & Registrar Report

Jody-Lee Farrah, Executive Director & Registrar, provided the Executive Director & Registrar report for November 2025. A briefing note on Bill 13 introduced by the Government of Alberta was provided to ACSW Council for their information. A change to the council schedule in June 2026 due to a schedule conflict with national meetings was also shared.

Motion: It is moved that the ACSW Council approve the Executive Director & Registrar report for November 2025 as presented.

Motion Approval: Brad Pickering
Second: Geraldine Smith

CARRIED (unanimous)

3.4 ACSW Bylaw Revision

Motion: It is moved that the Alberta College of Social Workers Council approve the amendment that removes section 3(3)(b) Hearing



**Tribunal and section 3(3)(c) Complaints Review Committee from
ACSW Bylaws dated September 19, 2025.**

Motion Approval: Brad Pickering
Second: Geraldine Smith

CARRIED (unanimous)

3.5 Governance Policies

ACSW Council approved the Governance Revision Project in September 2024. One of the recommendations was to develop and implement a Risk Management Framework. Jacquie Lesperance and Jody-Lee Farrah presented a proposed Risk Management Framework to ACSW Council. It was noted that a slight adjustment would be made to Appendix B of GOV.07 to change “Within approved annual budget” to “Within approved total annual budget” for both Operating Expenditure and Capital Expenditure items.

Motion: It is moved that the Alberta College of Social Workers Council approve the following draft Governance Policies:

- GP 04 – Safe Disclosure
- GP 07 – Finance & Risk Management (with edit as noted)
- COM.01 – Governance & People Committee
- COM.02 – Finance & Audit Committee
- COM.03 – Appeals Committee
- COM.04 – Registration Committee

Motion Approval: Geraldine Smith
Second: Brad Pickering

CARRIED (unanimous)

3.6 Risk Management Framework

Motion: It is moved that the ACSW Council approve the proposed Risk Management Framework.

Motion Approval: Geraldine Smith
Second: Brad Pickering

CARRIED (unanimous)



3.7 Council Terms of Reference

Motion: It is moved that the ACSW Council approve the amended GOV.05 Council Terms of Reference.

Motion Approval: Brad Pickering

Second: Geraldine Smith

CARRIED (unanimous)

3.8 Governance Review Project Update

Jacque Lesperance and Jody-Lee Farrah provided an update on the Governance Review Project to ACSW Council.

3.9 DRAFT Strategic Plan 2025 – 2028

Motion: It is moved that the ACSW Council approve the ACSW Strategic Plan 2026 –2028 as presented.

Motion Approval: Peter Baylis

Second: Brad Pickering

CARRIED (unanimous)

3.10 ACSW Signing Authority

Motion: It is moved that the ACSW Council approve signing authority designation for the Director Professional Conduct, Keslin Park and the Director Professional Practice, Debra Samek.

TABLED

Follow Up:

1. Clarify signing authority requirements of the bank



4.0 Regulatory Business

4.1 Professional Conduct Report

Keslin Park, Director, Professional Conduct presented the Professional Conduct Report for November 2025.

Motion: It is moved that ACSW Council approve the Professional Conduct report for November 2025 as presented.

Motion Approval: Geraldine Smith
Second: Ashley Baxter

CARRIED (unanimous)

4.2 Professional Practice Report

Debra Samek, Director, Professional Practice presented the Professional Practice report for November 2025.

Motion: It is moved that ACSW Council approve the Professional Practice Report for November 2025 as presented.

Motion Approval: Brad Pickering
Second: Peter Baylis

CARRIED (unanimous)

4.3 Registration Report

Jody-Lee Farrah presented the Registration report for November 2025.

Motion: It is moved that the ACSW Council approve the Registration report for November 2025 as presented.

Motion Approval: Liz Goldie
Second: Ashley Baxter

CARRIED (unanimous)

4.4 Education Report

Jody-Lee Farrah presented the Education Report for November 2025.



Motion: It is moved that the ACSW Council approve the Education report for November 2025 as presented.

Motion Approval: Geraldine Smith
Second: Allen Billy

CARRIED (unanimous)

Motion to adjourn at 2:25 p.m.

Signed by:



Sammuel Mammen (Chair)

Liz Goldie, Secretary