



The College of Naturopaths of Ontario

**Council Meeting
November 24, 2021**

**Video Conference
APPROVED MINUTES**

Council	
Present	Regrets
Dr. Jonathan Beatty, ND (3:4)	Ms. Asifa Baig (2:4)
Dr. Shelley Burns, ND (4:4)	Dr. Kim Bretz, ND (3:4)
Mr. Dean Catherwood (4:4)	
Mr. Brook Dyson (4:4)	
Ms. Lisa Fenton (4:4)	
Dr. Brenda Lessard-Rhead, ND (Inactive) (4:4)	
Mr. Paul Phillion (3:3)	
Ms. Sarah Griffiths-Savolaine (4:4)	
Dr. Jacob Scheer, ND (4:4)	
Dr. Jordan Sokoloski, ND (4:4)	
Dr. George Tardik, ND (3:4)	
Staff Support	
Mr. Andrew Parr, CAE, CEO	
Ms. Agnes Kupny, Director of Operations	
Ms. Erica Laugalys, Director, Registration & Examinations	
Dr. Mary-Ellen McKenna, ND (Inactive), Manager Professional Practice	
Mr. Jeremy Quesnelle, Deputy CEO	
Ms. Monika Zingaro, Administration Coordinator	
Guests	
Ms. Rebecca Durcan, Legal Counsel	

Dr. Danielle O'Connor, ND, Registration Committee Chair	
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1. Call to Order and Welcome

Council Vice-Chair, Sarah Griffiths-Savolaine, called the meeting to order at 9:18 a.m. She welcomed everyone to the meeting and noted that Council Chair Dr. Kim Bretz, ND, was unable to attend. Pursuant to the by-laws, she would assume the role of meeting Chair for today. She also reminded Council members that the meeting was being live streamed via YouTube.

2. Consent Agenda

2.01 Review of Consent Agenda

The Consent Agenda was circulated to members of Council in advance of the meeting. The Chair asked if there were any items to move to the main agenda for discussion. There were none.

MOTION:	To approve the Consent Agenda as presented.
MOVED:	Shelley Burns
SECOND:	Dean Catherwood
CARRIED.	

3. Main Agenda

3.01 Review of the Main Agenda

A draft of the Main Agenda, along with the documentation in support of the meeting had been circulated in advance of the meeting. The Chair asked if there were any items to be added to the Agenda. There were none.

MOTION:	To approve the Main Agenda as presented.
MOVED:	George Tardik
SECOND:	Jonathan Beatty
CARRIED.	

3.02 Declarations of Conflicts of Interest

The Chair reminded the Council members of the updated Declarations of Conflict-of-Interest process. A summary of the Annual Conflict of Interest Questionnaires completed by Council members has been included to increase transparency and accountability initiatives, and to align with the College Performance Measure Framework Report (CPMF) launched by the Ministry of Health.

4. Monitoring Reports

4.01 Report of the Council Chair

The Report of the Council Chair was circulated in advance of the meeting. The Chair reviewed the report briefly with Council on behalf of the Council Chair, Dr. Kim Bretz, ND. She welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair.
MOVED:	Jordan Sokoloski
SECOND:	Paul Phillion
CARRIED.	

4.02 Report on Regulatory Operations from the CEO

The Report on Regulatory Operations from the CEO was circulated in advance of the meeting. Mr. Andrew Parr, CEO, provided highlights of the report and responded to questions that arose during the discussion that followed.

MOTION:	To accept the Report on Regulatory Operations from the CEO.
MOVED:	Jacob Scheer
SECOND:	Brook Dyson
CARRIED.	

4.03 Operating Report – Mid-year Report

The Operating Report – Mid-year from the CEO was distributed in advance of the meeting. Mr. Parr provided highlights of the report and responded to questions that arose during the discussion that followed.

MOTION:	To accept the Operating Report – Mid-year from the CEO.
MOVED:	Brenda Lessard-Rhead
SECOND:	Shelley Burns
CARRIED.	

4.04 Variance Report and Unaudited Financial Statements for Q2

A Variance Report and the Unaudited Financial statements ending September 30, 2021 (Q2) were included in the materials circulated in advance of the meeting. Ms. Agnes Kupny, Director of Operations, provided a review of the Variance Report and the Unaudited Statements and highlighted the changes in the report from the previous quarter. She responded to questions that arose during the discussion that followed.

MOTION:	To accept the Variance Report and Unaudited Financial statements for the second quarter as presented.
MOVED:	Dean Catherwood
SECOND:	Paul Phillion
CARRIED.	

5. Council Governance Policy Confirmation

5.01 Review/Issues Arising

5.01(i) Detailed Review – Council-CEO Linkage Policies

The Chair invited Dr. Brenda Lessard-Rhead, ND (Inactive), Chair of the Governance Policy Review Committee (GPRC) to guide the Council through the policy confirmation process. Dr. Lessard-Rhead, ND (Inactive), asked if they had any questions or matters to note with respect to the Council-CEO Linkage policies based on the reports received. No issues were noted at this time.

5.01(ii) Governance Process Policies

Council members were asked if they had any questions or matters to note with respect to the Governance Process policies based on the reports received. No issues were noted at this time.

5.01(iii) Executive Limitations Policies

Council members were asked if they had any questions or matters to note with respect to the Executive Limitations policies based on the reports received. No issues were noted at this time.

5.02 Detailed Review (as per GP08) – Ends Policies

Dr. Lessard-Rhead, ND (Inactive), noted that the detailed policy review for this meeting was focused on the Ends Policies. She noted that staff had invited Council members to provide any feedback to the GPRC and that all of the feedback received focused on the Ends Priorities policy. She provided a detailed overview of the amendments being presented as outlined in the Memorandum included within the Council’s package and responded to any questions that arose during the discussion.

Dr. Lessard-Rhead, ND (Inactive), also noted the GPRC recommendation that the Council engage in a Strategic Planning Cycle in the next calendar, year given that the existing Ends policies were now nearly five years old. The Council expressed their willingness to proceed with the recommendation of conducting a Strategic Planning session to be completed by the Fall of 2022 and to be included within the College’s budget for review and discussion during their January 2022 meeting.

MOTION:	To accept the recommendations of the Governance Policy Review Committee as presented.
MOVED:	Lisa Fenton
SECOND:	Dean Catherwood

CARRIED.	
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5.03 Proposed New/Amended Policies from GPRC

5.03a GP16.02 – Governance Evaluation

Dr. Lessard-Rhead, ND (Inactive), provided a detailed overview of the proposed amendments to the policy included within the Council’s package and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed amendments to GP16.02 as presented.
MOVED:	Jonathan Beatty
SECOND:	George Tardik
CARRIED.	

6. Business

6.01 Appointment of CEO Review Panel

Ms. Kupny advised the Council members that according to GP 19.03 – CEO Performance Review, each year the Council at its November meeting, will need to appoint the members to the CEO Performance Review Panel (the Review Panel) with a minimum of three members and up to a maximum of four members, that is comprised of the Council Chair and Council Vice-Chair and one or two Council members.

MOTION:	To approve the appointment of Dr. Kim Bretz, ND, Council Chair, Sarah Griffiths-Savolaine, Council Vice-Chair, Dr. Jordan Sokoloski, ND, and Brook Dyson to the CEO Review Panel.
MOVED:	Brenda Lessard-Rhead
SECOND:	Paul Phillion
CARRIED.	

6.02 Registration Policy Amendments

A Briefing Note and corresponding documentation highlighting the proposed changes to the Registration Policy were circulated in advance of the meeting. Dr. Danielle O’Connor, ND, Registration Committee Chair, provided a detailed overview of the amendments and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed changes to the Registration Policy as presented.
MOVED:	Brenda Lessard-Rhead
SECOND:	Jacob Scheer

CARRIED.	
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The Chair thanked Dr. O'Connor, ND, for presenting the proposed changes to Council.

6.03 Vaccination Statement to the Profession

A Briefing Note and corresponding documentation providing a detailed outline of the proposed Vaccination Statement to the profession on behalf of the College Council was included within the Council's package. Mr. Parr explained in detail the statement and responded to any questions and concerns that arose during the discussion.

The Council had a fulsome discussion about the need for the statement and its intent. There was a general consensus that it was an appropriate statement for the Council to make.

MOTION:	To accept the Vaccination Statement to the Profession as presented/amended.			
MOVED:	Dean Catherwood			
SECOND:	Brenda Lessard-Rhead			
VOTE:	In favour:	10	Opposed:	1 (Dr. Jonathan Beatty, ND)
CARRIED.				

6.04 Committee Appointments

A Memorandum informing Council of recent resignations of a committee member and Council member, along with appointments to consider ensuring the affected Committees remain properly constituted was included within the Council's package. Mr. Parr highlighted the recommendations for appointment and responded to any questions and concerns that arose during the discussion.

MOTION:	To approve the recommendation to appoint Dr. Jacob Scheer, ND, to the Inspection Committee, Dr. Enrique (Rick) Olazabal, ND, as Chair of the Examination Appeals Committee, and Ms. Andrea Szametz and Mr. Hanno Weinberger, as Public Representatives to the Examination Appeals Committee.			
MOVED:	Brenda Lessard-Rhead			
SECOND:	Jordan Sokoloski			
CARRIED.				

6.05 Proposed By-law Changes

A Briefing Note highlighting the proposed changes to two areas of the by-laws including the provisions setting out the process for election to the Council and second, the provisions governing the payment plan was circulated as a supplemental document from the meeting package to align with the by-law consultation end date of November 22, 2021.

Mr. Parr provided a detailed overview of the proposed amendments and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed amendments to the College's by-laws as presented.
MOVED:	Brenda Lessard-Rhead
SECOND:	Paul Phillion
CARRIED.	

7. Council Education

7.01 Program Briefing – Inspection Program

A Briefing Note highlighting the Inspection Program was circulated in advance of the meeting. Dr. Mary-Ellen McKenna, ND (Inactive), Manager of Professional Practice, provided a detailed overview of the program and the processes within the program the College follows and responded to any questions that arose during the discussion.

The Chair thanked Dr. McKenna, ND (Inactive), for presenting the Program to Council.

8. Meeting Evaluation and Next Meeting

8.01 Evaluation

The Chair advised the Council members that a link will be provided within the chat feature via Zoom for each member to copy and paste into a web browser to complete an evaluation form immediately following the end of the meeting.

8.02 Next Meeting

The Chair noted for the Council that the next regularly scheduled meeting is set for January 26, 2022. In addition, the Chair noted the informal networking held prior to the meeting commencing will take place again, as the Council members appreciated being able to speak to one another.

9. Adjournment

9.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:35 a.m.

MOTION:	To adjourn the meeting.
MOVED:	George Tardik
SECOND:	Shelley Burns

Recorded by: Monika Zingaro
Administration Coordinator
November 24, 2021

Approved: January 26, 2022