



The College of Naturopaths of Ontario

**Council Meeting
July 27, 2022**

**Video Conference
APPROVED MINUTES**

Council		
Present		Regrets
Ms. Asifa Baig (1:2)		Dr. Jonathan Beatty, ND (0:2)
Dr. Shelley Burns, ND (2:2)		Dr. Anna Graczyk, ND (1:2)
Mr. Dean Catherwood (2:2)		Ms. Tiffany Lloyd (1:2)
Mr. Brook Dyson (2:2)		Dr. George Tardik, ND (1:2)
Ms. Lisa Fenton (2:2)		
Ms. Sarah Griffiths-Savolaine (2:2)		
Dr. Denis Marier, ND (2:2)		
Mr. Paul Phillion (2:2)		
Dr. Jacob Scheer, ND (2:2)		
Dr. Jordan Sokoloski, ND (2:2)		
Staff Support		
Mr. Andrew Parr, CAE, CEO		
Ms. Agnes Kupny, Director of Operations		
Ms. Erica Laugalys, Director, Registration & Examinations		
Ms. Monika Zingaro, Administration Coordinator		
Guests		
Ms. Rebecca Durcan, Legal Counsel		
Mr. Thomas Kriens, Auditor		
Dr. Elena Rossi, ND, Chair, Audit Committee		
Dr. Danielle O'Connor, ND, Chair Registration Committee		

1. Call to Order and Welcome

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:18 a.m. He welcomed everyone to the meeting.

The Chair also noted that the meeting was being live streamed via YouTube to the College's website.

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:	Paul Phillion
SECOND:	Jacob Scheer
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:	Dean Catherwood
SECOND:	Lisa Fenton
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. He welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair as presented.
MOVED:	Jacob Scheer
SECOND:	Shelley Burns
CARRIED.	

4.02 Report on Regulatory Operations from the Chief Executive Officer (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:	Paul Phillion
SECOND:	Dean Catherwood
CARRIED.	

5. Council Governance Policy Confirmation

5.01 Review/Issues Arising

5.01(i) Council-CEO Linkage Policies

Council members were 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) Ends Policies

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

5.02 Detailed Review (as per GP08) – Executive Limitations Policies (Part 1)

Council members were asked if there were any members who wished to discuss the Executive Limitations Policies (Part 1). The Chair 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.

MOTION:	To accept the recommendations of the Governance Policy Review Committee.
MOVED:	Jacob Scheer
SECOND:	Lisa Fenton
CARRIED.	

5.03 GP06 – Committee Terms of Reference – Amendments

Council members were asked if there were any members who wished to discuss proposed amendments to the Committee Terms of Reference. The Chair 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.

MOTION:	To accept the recommendations of the Governance Policy Review Committee.
MOVED:	Paul Phillion
SECOND:	Dean Catherwood
CARRIED.	

In addition, the Chair brought forward that currently College volunteers have a nine-year term limit as to how long they may volunteer on a given Committee. Council was invited to provide feedback on whether they would like to remove the term limit, increase the term limit, or maintain the term limit. After a thorough discussion, the Council requested to have the Governance Policy Review Committee complete additional research on best practices and provide their recommendations to Council.

6. Business

6.01 Audit Committee Report on the 2021-2022 Audit

A copy of the Audit Committee Report on the audit for the fiscal year April 1, 2021, to March 31, 2022, was circulated in advance of the meeting. Dr. Elena Rossi, ND, Audit Committee Chair, reviewed the report with the Council members and responded to any questions that arose during the discussion.

MOTION:	To accept the Audit Committee Report as presented.
MOVED:	Lisa Fenton
SECOND:	Shelley Burns
CARRIED.	

6.02 Auditor's Report and Audited Statements – Fiscal Year 2021-2022

The Chair invited Mr. Thomas Kriens, Partner at Kriens~LaRose, LLP and Auditor, to present the Auditor's Report and the Audited Financial Statements to Council. Mr. Kriens presented his report and responded to questions that were brought forward from Council members.

MOTION:	To accept the Auditor's Report and approve the Audited Financial Statements for the period April 1, 2021, to March 31, 2022, as presented.
MOVED:	Paul Phillion
SECOND:	Jacob Scheer
CARRIED.	

The Chair thanked Mr. Kriens and Dr. Elena Rossi, ND, for presenting their reports to Council.

6.03 Annual Statutory Committee Reports

The annual Committee Reports submitted by each statutory Committee Chair were distributed in advance of the meeting. The Chair presented the Reports and Mr. Parr responded to any questions that arose during the discussion.

MOTION:	To accept the annual Committee Reports as presented.
MOVED:	Dean Catherwood
SECOND:	Brook Dyson
CARRIED.	

6.04 Examinations Policy – Proposed Amendments

A Briefing Note and corresponding documentation highlighting the proposed changes to the Examinations Policy were circulated in advance of the meeting. Dr. Danielle O'Connor, ND, Chair, Registration Committee, 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 Examination Policy as presented.
MOVED:	Shelley Burns
SECOND:	Jacob Scheer
CARRIED.	

6.05 Clinical Examinations Policy – Proposed Amendments

A Briefing Note and corresponding documentation highlighting the proposed changes to the Clinical Examinations Policy were circulated in advance of the meeting. Dr. Danielle O'Connor, ND, Chair, Registration Committee, 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 Clinical Examination Policy as presented.
MOVED:	Paul Phillion
SECOND:	Lisa Fenton
CARRIED.	

6.06 Head Office Relocation

A Briefing Note highlighting the steps taken by College staff when in the process of looking for a new office location was circulated in advance of the meeting. Mr. Parr provided a detailed overview of the process and responded to any questions that arose during the discussion.

7. Council Education

7.01 Council & Committee Evaluations – Update

Ms. Sandi Verrecchia of Satori Consulting Inc. provided the Council with a detailed summary of the Council’s evaluation and highlighted the changes from the previous year’s results and responded to any questions that arose during the discussion.

8. In-camera Session (Pursuant to paragraph (d) of section 7(2) of the HPPC)

8.01 Motion to Begin In-camera Session

The Chair called the meeting to move to an in-camera session at 11:52 a.m.

MOTION:	To move to an in-camera session pursuant to paragraph (d) of section 7(2) of the Health Professions Procedural Code as the Council will be discussing personnel matters.
MOVED:	Dean Catherwood
SECOND:	Shelley Burns
CARRIED.	

9. Other Business

The Chair asked if there was any other business to be brought before the meeting ended. There was none.

10. Meeting Evaluation and Next Meeting

10.01 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.

10.02 Next Meeting

The Chair noted for the Council that the next regularly scheduled meeting is set for September 28, 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.

11. Adjournment

11.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 12:14 p.m.

MOTION:	To adjourn the meeting.
MOVED:	Dean Catherwood
SECOND:	Brook Dyson

Recorded by: Monika Zingaro

Administration Coordinator
July 27, 2022

Approved: September 28, 2022