



The College of Naturopaths of Ontario

**Council Meeting
November 30, 2022**

**Video Conference
APPROVED MINUTES**

Council	
Present	Regrets
Dr. Jonathan Beatty, ND (2:4)	Ms. Asifa Baig (1:4)
Dr. Shelley Burns, ND (4:4)	
Mr. Dean Catherwood (4:4)	
Mr. Brook Dyson (4:4)	
Ms. Lisa Fenton (4:4)	
Dr. Anna Graczyk, ND (3:4)	
Ms. Sarah Griffiths-Savolaine (4:4)	
Ms. Tiffany Lloyd (3:4)	
Dr. Denis Marier, ND (4:4)	
Mr. Paul Phillion (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	
Mr. Joseph Quao, Administrative Assistant, Regulatory Programs	

Guests		
Ms. Rebecca Durcan, Legal Counsel		
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 9:21 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:	Tiffany Lloyd
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:	Tiffany Lloyd
SECOND:	Denis Marier
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:	Shelley Burns
SECOND:	Paul Phillion
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:	Dean Catherwood
SECOND:	George Tardik
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:	George Tardik
SECOND:	Denis Marier
CARRIED.	

4.04 Variance Report and Unaudited Financial Statements for Q2

A Variance Report and the Unaudited Financial statements ending September 30, 2022 (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 first quarter as presented.
MOVED:	Dean Catherwood
SECOND:	Denis Marier
CARRIED.	

5. Council Governance Policy Confirmation

5.01 Review/Issues Arising

5.01(i) 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.

5.01(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.

5.02 Detailed Review (as per GP08) – Council-CEO Linkage and Ends Policies

Council members were asked if there were any members who wished to discuss the Council-CEO Linkage and Ends Policies. The Chair provided a detailed overview of the amendments being presented on behalf of the Governance Policy Review Committee 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:	Jacob Scheer
CARRIED.	

5.03(i) Proposed New Governance Policy - GP33 – Equity, Diversity, Inclusion and Belonging

The Chair provided a detailed overview of the proposed new Governance Policy being presented on behalf of the Governance Policy Review Committee as outlined in the Memorandum included within the Council's package and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed new policy GP33 – Equity, Diversity, Inclusion and Belonging as recommended from the Governance Policy Review Committee as presented.
MOVED:	Tiffany Lloyd
SECOND:	George Tardik
CARRIED.	

5.03(ii) Proposed Amendments to EL10 – Workplace Harassment

The Chair provided a detailed overview of the proposed amendments to the Workplace Harassment Policy 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 approve the proposed amendments to policy EL10 – Workplace Harassment as recommended from the Governance Policy Review Committee as presented.
MOVED:	Paul Phillion
SECOND:	Lisa Fenton
CARRIED.	

6. Business

6.01 EDIB Statement for Council

A Briefing Note and corresponding documentation highlighting the proposed Equity, Diversity, Inclusion and Belonging (EDIB) statement for Council to consider and accept was circulated in advance of the meeting. Dr. Shelley Burns, ND, Co-Chair, Equity, Diversity and Inclusion Committee, provided a detailed overview of the amendments and responded to any questions that arose during the discussion.

MOTION:	To accept the proposed Equity, Diversity, Inclusion and Belonging (EDIB) statement as presented.
MOVED:	Dean Catherwood
SECOND:	Tiffany Lloyd
CARRIED.	

6.02 Ministry of Health Decision – General Regulation Changes

A Briefing Note and corresponding documentation highlighting the changes in general regulation made by the Ministry of Health for Council to consider and decide on how they wish to proceed was circulated in advance of the meeting. Dr. George Tardik, ND, Chair, Scheduled Substances Review Committee, provided a detailed overview of the amendments and responded to any questions that arose during the discussion.

MOTION:	To approve the amendments of the tables in the general regulation that the Ministry of Health is prepared to move forward with.
MOVED:	Shelley Burns
SECOND:	Jonathan Beatty
CARRIED.	

6.03 Briefing on Lease Agreement

Mr. Parr provided the Council with a detailed update the College's finalized lease agreement for the new office location at 10 King Street East. He responded to questions and concerns that arose during the discussion.

6.04 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. Ms. Kupny shared with the Council that the Brook Dyson was on the Review Panel last year and expressed interest on participating on the Review Panel for the upcoming year.

MOTION:	To approve the appointment of Dr. Jordan Sokoloski, ND, Council Chair, Sarah Griffiths-Savolaine, Council Vice-Chair, Brook Dyson and Dean Catherwood to the CEO Review Panel.
MOVED:	Tiffany Lloyd
SECOND:	Jacob Scheer
CARRIED.	

6.05 IVIT Program & Exam Policy – Proposed Amendments

A Briefing Note and corresponding documentation highlighting the proposed changes to the IVIT Program and 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 IVIT Program and Examinations Policy as presented.
MOVED:	Paul Phillion
SECOND:	Denis Marier
CARRIED.	

6.06 Prescribing and Therapeutics Program & Exam Policy – Proposed Amendments

A Briefing Note and corresponding documentation highlighting the proposed changes to the Prescribing and Therapeutics Program & Exam 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 Prescribing and Therapeutics Program & Exam Policy as presented.
MOVED:	Shelley Burns
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 that 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. Other Business

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

9. Meeting Evaluation and Next Meeting

9.01 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.

9.02 Next Meeting

The Chair noted for the Council that the next regularly scheduled meeting is set for January 25, 2023.

10. Adjournment

10.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:34 a.m.

MOTION:	To adjourn the meeting.
MOVED:	George Tardik
SECOND:	Sarah Griffiths-Savolaine
CARRIED.	

Recorded by: Joseph Quao
Administrative Assistant, Regulatory Programs
November 30, 2022

Approved: January 25, 2023