



The College of Naturopaths of Ontario

**Council Meeting
September 27, 2023**

**Video Conference
APPROVED MINUTES**

Council		
Present		Regrets
Dr. Jonathan Beatty, ND (1:3)		Ms. Sarah Griffiths-Savolaine (2:3)
Dr. Shelley Burns, ND (3:3)		
Mr. Dean Catherwood (3:3)		
Mr. Brook Dyson (2:3)		
Ms. Lisa Fenton (3:3)		
Dr. Anna Graczyk, ND (3:3)		
Ms. Tiffany Lloyd (2:3)		
Dr. Denis Marier, ND (3:3)		
Mr. Paul Phillion (2:3)		
Dr. Jacob Scheer, ND (3:3)		
Dr. Jordan Sokoloski, ND (3:3)		
Staff Support		
Mr. Andrew Parr, CAE, CEO		
Ms. Agnes Kupny, Director of Operations		
Mr. Jeremy Quesnelle, Deputy CEO		
Ms. Dilyara Madeira, Executive Liaison		
Guests		
Ms. Rebecca Durcan, Legal Counsel		
Mr. Barry Sullivan, Governance Policy Review Committee		
Ms. Tiffany Mak, Ministry of Health		

1. Call to Order and Welcome

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:07 a.m. He welcomed everyone to the meeting.

The Chair noted that the meeting was not being live streamed via YouTube to the College's website, however, there were observers in attendance.

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:	Paul Phillion
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.

MOTION:	To approve the Main Agenda as presented.
MOVED:	Jacob Scheer
SECOND:	Tiffany Lloyd
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 have been included in the Council package 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 with Council. He welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair as presented.
MOVED:	Jonathan Beatty

SECOND:	Amy Dobbie
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. Parr 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 as presented
MOVED:	Shelley Burns
SECOND:	Brook Dyson
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 - Executive Limitations Policies (Part 2)

Council members were asked if there were any members who wished to discuss the Executive Limitations Policies (Part 2). 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. Ms. Rebecca Durcan, Legal Counsel, noted an error in EL13.01. Council reviewed the error and approved the proposed amendment to the policy.

MOTION:	To accept the recommendations of the Governance Policy Review Committee as amended.
MOVED:	Lisa Fenton
SECOND:	Paul Phillion
CARRIED.	

6. Business

6.01 Appointment of Auditors of next fiscal year

Mr. Brook Dyson, presented on behalf of the Audit Committee. He advised Council that the College's current Auditor's term had ended at the conclusion of the fiscal year 2022-2023 and that the Auditor would need to be appointed for a new term. He sought the approval of Council to have the existing auditor of Kriens-LaRose LLP be appointed as the Auditors for the next fiscal year 2023-2024.

MOTION:	To accept the Appointment of Auditors of next fiscal year 2023-2024.
MOVED:	Paul Phillion
SECOND:	Dean Catherwood
CARRIED.	

6.02 Unaudited Financial Statement at Q1

A copy of the Unaudited Financial Statement at Q1, was circulated in advance of the meeting. Ms. Agnes Kupny, Director of Operations, reviewed the report with the Council members and responded to any questions that arose during the discussion.

MOTION:	To accept the unaudited financial statement at Q1 as presented
MOVED:	Paul Phillion
SECOND:	Tiffany Lloyd
CARRIED.	

6.03 Committee Appointment

Ms. Tiffany Lloyd presented the memorandum as presented by the Governance Committee that was circulated in advance of the meeting regarding a new appointee to the Inspection Committee. She welcomed any questions from Council. Ms. Tiffany Lloyd sought the approval of Council to have the new appointee appointed to the Inspection Committee.

MOTION:	To approve the Committee appointment as presented.
MOVED:	Jacob Scheer
SECOND:	Jonathan Beatty
CARRIED.	

7. Council Education

7.01 Council Governance Model

The Chair and Mr. Barry Sullivan, member of the Governance Policy Review Committee (GPRC) presented on Council's Policy Governance Model. They discussed the new model the committee will be following, and how they will be presenting policies in different formats starting at the November 2023 meeting. They also discussed the new process of how the GPRC will be engaging Council in policy reviews.

7.02 Council Process

Mr. Parr went over Council's processes and procedures.

9. Other Business

9.01 Meeting Evaluation

The Chair advised the Council members that a link will be provided via email for each member to copy and paste into a web browser to complete an evaluation form immediately following the end of the meeting. The Council advised that they enjoyed the in-person training and meeting and inquired on the pricing of the event. They discussed that if the costs were reasonable maybe more in-person events could be done in the future. The cost of the in-person event will be provided at the next Council meeting.

10.9.02 Next Meeting

The Chair noted for the Council that the next regularly scheduled meeting is set for November 29, 2023. This meeting will be held virtually via video conference.

11. Adjournment

11.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:26 a.m.

MOTION:	To adjourn the meeting.
MOVED:	Denis Marier
SECOND:	Jonathan Beatty

Recorded by: Dilyara Madeira
Executive Liaison
September 27, 2023

Approved: November 29, 2023