



The College of Naturopaths of Ontario

**Council Meeting
November 29, 2023**

**Video Conference
APPROVED MINUTES**

Council		
Present		Regrets
Dr. Jonathan Beatty, ND (2:4)		Ms. Tiffany Lloyd (2:4)
Dr. Shelley Burns, ND (4:4)		Dr. Jordan Sokoloski (3:4)
Mr. Dean Catherwood (4:4)		
Dr. Amy Dobbie, ND (4:4)		
Mr. Brook Dyson (3:4)		
Ms. Lisa Fenton (4:4)		
Dr. Anna Graczyk, ND (4:4)		
Ms. Sarah Griffiths-Savolaine (3:4)		
Dr. Denis Marier, ND (4:4)		
Mr. Paul Phillion (3:4)		
Dr. Jacob Scheer, ND (4:4)		
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		
Dr. Brenda Lessard-Rhead, ND (Inactive), Chair, Governance Policy Review Committee		

1. Call to Order and Welcome

The Vice-Chair, Ms. Sarah Griffiths-Savolaine, called the meeting to order at 9:17 a.m. She welcomed everyone to the meeting.

The Vice-Chair 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 Vice-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 Vice-Chair asked if there were any items to be added to the agenda.

MOTION:	To approve the Main Agenda as presented.
MOVED:	Denis Marier
SECOND:	Lisa Fenton
CARRIED.	

3.02 Declarations of Conflicts of Interest

The Vice-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 Vice-Chair reviewed the report with Council. She welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair as presented.
MOVED:	Paul Phillion

SECOND:	Dean Catherwood
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.
MOVED:	Denis Marier
SECOND:	Amy Dobbie
CARRIED.	

4.03 Report on Operations – Mid-Year Report

The Report on Operations – Mid Year-Report 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 Operations – Mid-Year Report.
MOVED:	Shelley Burns
SECOND:	Jacob Scheer
CARRIED.	

4.04 Unaudited Financial Statements for Q2

A copy of the Unaudited Financial Statements and Variance Report at Q2, 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 Statements and Variance Report at the end of the second quarter as presented.
MOVED:	Jonathan Beatty
SECOND:	Paul Phillion
CARRIED.	

5. Council Governance Policy Confirmation

5.01 Review/Issues Arising

5.01(i) Executive Limitation 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(i) In-depth Review of Council-CEO Linkage Policies

Dr. Brenda Lessard-Rhead, ND (Inactive), Chair of the Governance Policy Review Committee presented the survey results that were circulated to Council prior to the meeting and reviewed the Council-CEO Linkage Policies in-depth. She responded to any questions that arose during the presentation.

5.02(ii) In-dept Review of Ends Policies

Dr. Lessard-Rhead, ND (Inactive), presented proposed changes to the Ends Priority Policy (E02.07) as requested by Council and responded to any questions that arose during the presentation.

5.03 Approval of the Revised Ends Priority Policy (E02.07)

MOTION:	To accept the changes made to the Ends Priority Policy by the Governance Policy Review Committee as presented.
MOVED:	Denis Marier
SECOND:	Dean Catherwood
CARRIED.	

6. Business

6.01 Proposed By-law Changes

Mr. Parr reviewed in detail the Proposed By-Law Changes distributed to Council in advance of the meeting. He responded to any questions or concerns that arose during the discussion that followed.

MOTION:	To accept the proposed By-Law Changes.
MOVED:	Paul Phillion
SECOND:	Denis Marier
CARRIED.	

6.02 Funding for Canadian Alliance of Naturopathic Regulatory Authorities (CANRA) National Practical Examination

Mr. Jeremy Quesnelle, Deputy CEO, reviewed in detail the work that is underway by CANRA to develop a national practical exam and the funding requirements to conduct this work. Mr. Quesnelle reviewed highlights of the Loan Agreement distributed to Council in advance of the meeting and then he responded to any questions or concerns that arose during the discussion that followed.

MOTION:	To approve the loan agreement with the Canadian Alliance of Naturopathic Regulatory Authorities.
MOVED:	Shelley Burns
SECOND:	Dean Catherwood
CARRIED.	

6.03 Appointment of CEO Review Panel

Ms. Kupny advised the Council members that according to GP19.03 – CEO Performance Review, each year the Council at its November meeting, needs to appoint members to the CEO Performance Review Panel (“Review Panel”) with a minimum of three and maximum of four members, that is comprised of the Council Chair and Council Vice-Chair and up to two Council members.

MOTION:	To approve the appointment of Dr. Jordan Sokoloski, ND, Council Chair, Sarah Griffiths-Savolaine, Council Vice-Chair, Dr. Denis Marier, ND, and Dean Catherwood to the CEO Review Panel.
MOVED:	Paul Phillion
SECOND:	Amy Dobbie
CARRIED.	

6.04 In-Person Meeting Cost

At the end of the September 2023 Council meeting, Council inquired about the cost of the two day in-person meeting. Ms. Kupny, reviewed in detail the In-Person meeting cost memorandum distributed to Council in advance of the meeting. She responded to questions that arose during the discussion that followed.

8. Other Business

8.01 Meeting Evaluation

The Vice-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.

8.02 Next Meeting

The Vice-Chair noted for the Council that the next regularly scheduled meeting is set for January 31, 2024. This meeting will be held virtually via video conference.

9. Adjournment

9.01 Motion to Adjourn

The Vice-Chair asked for a motion to adjourn the meeting. The meeting adjourned at 10:59 a.m.

MOTION:	To adjourn the meeting.
MOVED:	Dean Catherwood

SECOND:	Anna Graczyk
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Recorded by: Dilyara Madeira
Executive Liaison
November 29, 2023

Approved: January 31, 2024