



The College of Naturopaths of Ontario

**Council Meeting
January 31, 2024**

**Video Conference
APPROVED MINUTES**

Council	
Present	Regrets
Dr. Jonathan Beatty, ND (3:5) *	Tiffany Lloyd
Dr. Shelley Burns, ND (5:5)	
Mr. Dean Catherwood (5:5)	
Dr. Amy Dobbie, ND (5:5)	
Mr. Brook Dyson (4:5)	
Ms. Lisa Fenton (5:5)	
Dr. Anna Graczyk, ND (5:5)	
Ms. Sarah Griffiths-Savolaine (4:5)	
Dr. Denis Marier, ND (5:5)	
Mr. Paul Phillion (4:5)	
Dr. Jacob Scheer, ND (5:5) **	
Dr. Jordan Sokoloski, ND (4:5)	
Staff Support	
Mr. Andrew Parr, CAE, CEO	
Ms. Agnes Kupny, Director of Operations	
Ms. Erica Laugalys, Director, Registration & Examinations	
Mr. Jeremy Quesnelle, Deputy CEO	
Ms. Monika Zingaro, Human Resources & Administration Coordinator	
Guests	
Ms. Rebecca Durcan, Legal Counsel	

* left meeting at 10:24 a.m.

** joined meeting at 10:10 a.m.

Dr. Brenda Lessard-Rhead, ND (Inactive), GPRC Chair	
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1. Call to Order and Welcome

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:17 a.m. He welcomed everyone to the meeting.

The 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 Chair asked if there were any items to move to the main agenda for discussion. Dr. Denis Marier, ND, noted a name spelling error within the motion for Agenda Item 3, this will be amended before the document is approved.

MOTION:	To approve the Consent Agenda as amended.
MOVED:	Dean Catherwood
SECOND:	Shelley Burns
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:	Lisa Fenton
SECOND:	Amy Dobbie
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:	Brook Dyson
SECOND:	Lisa Fenton
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:	Denis Marier
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) 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.

5.01(iii) 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.

5.02 In-dept Review of Governance Process Policies (Part 1 – GP01-GP16)

Dr. Brenda Lessard-Rhead, ND (Inactive), Governance Policy Review Committee (GPRC) Chair, presented the results of the GPRC's survey to Council members regarding GP01-GP16 and provided supporting information as to why which responses were appropriate. For example, referencing direct language found within a given policy corresponding to the survey question.

In addition, she provided a summary of the information within each of the policies and responded to any questions throughout her presentation. Lastly, the GPRC requested feedback from Council on ways they could make the policy reviews more interactive, for instance, case studies, scenario based and additional surveys.

The Chair thanked Dr. Lessard-Rhead, ND (Inactive), GPRC Chair, for her presentation.

5.03 Committee Terms of Reference Direction

Mr. Parr explained to the Council members that at this time the GPRC is seeking their feedback and insights on how they feel about GPRC making amendments to certain Terms of References, specifically for Committees with the requirement to have a Public member present at a Panel meeting. He provided the rationale as to why they are suggesting removing this requirement, for instance, it would impede the Panel from having the ability to make a decision(s) on the matter at hand, should the Public member not be available. He assured the Council members that Public members will still be appointed to a Panel where appropriate.

In addition, Mr. Parr and Dr. Lessard-Rhead, ND (Inactive), GPRC Chair, informed the Council that there would be no changes to requirements established in law, for instance, from the Code or Regulations, the changes would be to the previous requirements established by Council.

After a thorough discussion, the Council agreed to review suggested changes made by the GPRC at a subsequent meeting for changes to Terms of References for various Committees.

6. Business

6.01 Council Evaluation Process

Mr. Parr advised the Council members that the College's contract with Satori Consulting Inc. has expired and therefore is seeking direction from the Council for next steps. For example, if they wish to enter into another agreement with Satori Consulting Inc., or if not, the College will need to issue a Request for Quotation. During a detailed discussion, the Council determined it was best suited to enter into another agreement with Satori Consulting Inc. for an additional three-year term.

MOTION:	To direct the College CEO to enter a sole source contract with Satori Consulting Inc.
MOVED:	Denis Marier
SECOND:	Paul Phillion
CARRIED.	

Furthermore, Mr. Parr reviewed possible new formats to have the evaluations conducted, for example, having Council complete their assessment annually or bi-annually.

After a fulsome discussion, the Council agreed it would be beneficial to have only two types of assessments completed each year. Thus, in 2024 and every second year afterwards, Council members would assess themselves based on their overall performance against established measures, as well as complete a self-assessment and peer-assessment of each of their colleagues. In 2025 and every second year afterwards, Committee members would conduct an assessment of the Committees based on their overall performance against established measures, as well as conduct a self-assessment and peer-assessment of each of their colleagues on one of their assigned committee.

MOTION:	To accept the proposed amended approach to conducting Council and Committee Evaluations, and for GPRC to make the corresponding amendments to GP16 - Governance Evaluation Policy.
MOVED:	Dean Catherwood
SECOND:	Shelley Burns
CARRIED.	

7. Council Education

7.01 Program Briefing – Registration Program

A Briefing Note highlighting the Registration Program was circulated in advance of the meeting. Ms. Erica Laugalys, Director, Examinations & Registration, attended the meeting to responded to any questions asked by Council.

7.02 Program Briefing – Inspection Program Briefing

A Briefing Note highlighting the Inspection Program was circulated in advance of the meeting. Mr. Jeremy Quesnelle, Deputy CEO, attended the meeting to responded to any questions asked by 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 Meeting Evaluation

The Chair advised the Council members that a link will be provided via e-mail 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 Council that the next regularly scheduled meeting is set for Wednesday, March 27, 2024. This meeting will be held virtually via video conference.

10. Adjournment

10.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:36 a.m.

MOTION:	To adjourn the meeting.
MOVED:	Paul Phillion
SECOND:	Brook Dyson

Recorded by: Monika Zingaro
Human Resources & Administration Coordinator
January 31, 2024

Approved: March 27, 2024