



The College of Naturopaths of Ontario

**Council Meeting  
March 26, 2025**

**Video Conference  
APPROVED MINUTES**

<b>Council</b>		
<b>Present</b>		<b>Regrets</b>
Dr. Felicia Assenza, ND (6:6)		Dr. Brenda Lessard-Rhead, ND (Inactive) (2:6)
Dr. Amy Armstrong, ND (6:6)		
Mr. Dean Catherwood (5:6)		
Ms. Lisa Fenton (6:6)		
Ms. Sarah Griffiths-Savolaine (6:6)*		
Dr. Denis Marier, ND (6:6)		
Ms. Marjia Pajdakowska (2:2)		
Mr. Paul Phillion (6:6)		
Dr. Jacob Scheer, ND (4:6)		
Dr. Jordan Sokoloski, ND (6:6)		
Dr. Erin Walsh (Psota), ND (6:6)		
<b>Staff Support</b>		
Mr. Andrew Parr, CAE, CEO		
Ms. Agnes Kupny, Director, Operations		
Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services		
Mr. Jeremy Quesnelle, Deputy CEO, Regulation		
Ms. Monika Zingaro, Human Resources Coordinator		
<b>Guests</b>		
Ms. Rebecca Durcan, Legal Counsel		

\*Left meeting at 10:15 a.m.

## **1. Call to Order and Welcome**

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:17 a.m. and welcomed everyone to the meeting. He noted that due to Mr. Andrew Parr's, CEO, illness, Mr. Jeremy Quesnelle, Deputy CEO, Regulation, and Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services, will be speaking on his behalf throughout 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:	Erin Psota
SECOND:	Denis Marier
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 changes to the agenda. There were none.

MOTION:	To approve the Main Agenda as presented.
MOVED:	Lisa Fenton
SECOND:	Sarah Griffiths-Savolaine
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 were 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:	Erin Psota
SECOND:	Amy Armstrong
CARRIED.	

#### **4.02 Report on Regulatory Operations from the Chief Executive Officer (CEO)**

The Report on Regulatory Operations at February 28, 2025, from the CEO was circulated in advance of the meeting. Mr. Quesnelle provided highlights of the report and responded to questions that arose during the discussion that followed.

MOTION:	To accept the Report on Regulatory Operations at February 28, 2025, from the Deputy CEO, Regulation on behalf of the CEO.
MOVED:	Paul Phillion
SECOND:	Dean Catherwood
CARRIED.	

#### **4.03 Variance Report and Unaudited Financial Statements for Q3**

The Variance Report and the Unaudited Financial statements ending December 31, 2024 (Q3) were included in the materials circulated in advance of the meeting. Ms. Agnes Kupny, Director, 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 third quarter ending at December 31, 2024, as presented.
MOVED:	Denis Marier
SECOND:	Dean Catherwood
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) 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(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) – Governance Process Policies (Part 2 - GP18-GP33)**

The Chair, Dr. Jordan Sokoloski, ND, a member of the Governance Policy Review Committee (GPRC), gave a presentation regarding GPRC's survey results that were completed by Council members regarding GP18-GP33 in advance of the meeting and supporting information to clarify submitted questions in relation to a given policy. For instance, explaining that 'determine by lot' means that should there be a tie in the election of an officer position, someone will be chosen by random (i.e. shortest straw wins) in reference to GP23.04 - Process for Election of Officers. In addition, he provided a summary of the information within each of the policies and responded to any questions throughout the presentation.

### **5.03 Revised Committee Structure**

The Chair, Dr. Jordan Sokoloski, ND, member of GPRC, provided a detailed overview of the proposal to consolidate and reduce the number of Committees of the Council on behalf of the GPRC as outlined in the Briefing Note, and highlighted the amendments to the related Terms of Reference which were included within the Council's package and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed changes to consolidate and reduce the number of Committees of the Council and the corresponding amendments to the related Terms of Reference as presented.
MOVED:	Dean Catherwood
SECOND:	Denis Marier
CARRIED.	

## **6. Business**

### **6.01 Annual Operational Plan**

A comprehensive Briefing Note and the updated Operational Plan 2025-2028 were circulated to the Council members before the meeting. Ms. Laugalys provided a review of the operational plan and highlighted some projects and activities continuing into the coming fiscal year 2025-2026. She also responded to any questions or concerns that arose during the discussion that followed.

MOTION:	To approve the updated Annual Operational Plan 2025-2028 as presented.
MOVED:	Jacob Scheer
SECOND:	Paul Phillion
CARRIED.	

## **6.02 Annual Capital and Operating Budgets 2025-2026 Fiscal Year**

A detailed Briefing Note and the draft Capital and Operating budgets were included in the Council materials circulated before the meeting. Ms. Laugalys and Ms. Kupny highlighted the main components within each program area, i.e., Operations, Volunteer Program and Examinations, during a detailed presentation and responded to any questions or concerns that arose during the discussion that followed.

The Council noted its concerns about the deficit in the budget for all three years and the impact on the College. It recognized that detailed discussions as they relate to discipline could not yet be entertained; however, the Council expressed its views that the College should consider the impact of the deficits on the long-term sustainability of the College.

MOTION:	To accept the Capital and Operating budgets for fiscal year 2025-2026 as presented.
MOVED:	Jacob Scheer
SECOND:	Erin Psota
CARRIED.	

## **6.03 College Performance Measure Framework Report (CPMF)**

Mr. Quesnelle reviewed in detail the CPMF Report for 2024 distributed to Council in advance of the meeting. He informed the Council that once approved, the report will be submitted to the Ministry of Health and uploaded to the College's website for the public's viewing. In addition, he responded to any questions or concerns that arose during the discussion that followed.

MOTION:	To accept the College Performance Measure Framework Report for 2024 as presented.
MOVED:	Denis Marier
SECOND:	Lisa Fenton
CARRIED.	

## **6.04 Officer/Executive Committee Election Process**

A thorough Briefing Note, Governance Process Policy (GP23.04 – Process for Election of Officers) and a document highlighting the roles of the Executive Committee and Officers were circulated to the Council members before the meeting. Ms. Laugalys provided a detailed review of the upcoming election taking place at the May 2025 Council meeting and the required processes to seek nomination to be elected as an Officer/Executive Committee member.

In addition, she congratulated Dr. Denis Marier, ND (District 1) and Dr. Jacob Scheer, ND (District 3) for their re-election to the Council for another three-year term. She also responded to any questions or concerns that arose during the discussion that followed.

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

### **7.01 Motion to Begin In-camera Session**

The Chair called the meeting to move to an in-camera session at 10:40 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:	Paul Phillion
SECOND:	Dean Catherwood
CARRIED.	

## **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 the newly adopted method to complete the meeting evaluation via a Zoom survey will take place again and that the survey will appear on each Council member's screen.

The Chair asked each Council member to take a few moments to complete the survey. The Chair reviewed the results of the survey, and no areas of concern were raised.

### **9.02 Next Meeting**

The Chair noted for Council that the next regularly scheduled meeting will be held in-person over two days beginning on Tuesday, May 27th, 2025, for a full day and ending on Wednesday, May 28th, 2025, around noon. More information will be provided shortly as the College staff is currently reviewing proposals from potential vendors in the downtown area to host the meeting.

## **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:	Denis Marier
SECOND:	Erin Psota

Recorded by: Monika Zingaro  
Human Resources Coordinator  
March 26, 2025

Approved: May 28, 2025