The College of Naturopaths of Ontario

Council Meeting
September 24, 2025

Video Conference
APPROVED MINUTES

Council		
Present		**Regrets**
Dr. Felicia Assenza, ND (3:3)		Ms. Sarah Griffiths-Savolaine (0:3)
Dr. Amy Armstrong, ND (3:3)		Ms. Amy Twydell (0:2)
Mr. Dean Catherwood (3:3)		
Ms. Lisa Fenton (3:3)		
Dr. Brenda Lessard-Rhead, ND (Inactive) (3:3)		
Dr. Denis Marier, ND (3:3)		
Ms. Marjia Pajdakovska (2:3)		
Mr. Paul Philion (3:3)		
Dr. Erin Psota (3:3)		
Dr. Jacob Scheer, ND (3:3)		
Staff Support		
Mr. Andrew Parr, CAE, CEO		
Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services		
Mr. Jeremy Quesnelle, Deputy CEO, Regulation		
Ms. Monika Zingaro, Human Resources Coordinator		
Guests		
Ms. Rebecca Durcan, Legal Counsel		
Mr. Barry Sullivan, Governance Committee, Vice-Chair		
Ms. Doha Melham, Pivotal Research		
Ms. Hafsah Ali, Pivotal Research		

1. Call to Order and Welcome
The Chair, Dr. Brenda Lessard-Rhead, ND (Inactive), called the meeting to order at 9:15 a.m. and she 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. The Chair requested Item 2.01 (iv) be moved out of the Consent Agenda and into the Main Agenda for discussion as Item 8.01 Management Disclosures.

MOTION:	To approve the Consent Agenda as amended.
MOVED:	Erin Psota
SECOND:	Paul Philion
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. The Chair noted the newly added Item 8.01 Management Disclosures.

MOTION:	To approve the Main Agenda as amended.
MOVED:	Jacob Scheer
SECOND:	Erin Psota
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 was 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. She welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair as presented.
MOVED:	Amy Armstrong

SECOND:	Paul Philion
CARRIED.	

4.02 Report on Regulatory Operations from the Chief Executive Officer (CEO)
The Report on Regulatory Operations at August 31, 2025, 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 at August 31, 2025, from the CEO.
MOVED:	Erin Psota
SECOND:	Dean Catherwood
CARRIED.	

4.03 Unaudited Financial Statements at Q1
A copy of the Variance Report and Unaudited Financial statements ending June 30, 2025 (Q1) were included in the materials circulated in advance of the meeting. Ms. Erica Laugalys, Deputy CEO, Registrant & Corporate Services, provided highlights of the Variance Report of the Statements and responded to questions that arose during the discussion that followed.

MOTION:	To accept the Variance Report and the Unaudited Financial Statements at June 30, 2025, as presented.
MOVED:	Paul Philion
SECOND:	Dean Catherwood
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 (as per GP08) – Executive Limitations Policies (Part 2)
Mr. Barry Sullivan, Governance Committee Vice-Chair, provided the Council with a detailed presentation reviewing the survey responses and comments submitted by Council members in

relation to the Executive Limitations Policies (Part 2 – EL09 through EL17) review, and highlighted each policies directive.

Council members were also asked if there were any members who wished to discuss the grouping of policies, and Mr. Sullivan and Mr. Parr responded to questions that arose during the discussion.

The Chair thanked Mr. Sullivan for his presentation to Council.

5.03 Proposed Policy Amendments
Mr. Sullivan, Governance Committee Vice-Chair, highlighted proposed amendments to various Executive Limitations (EL) Policies as provided in a memorandum circulated in advance of the meeting. Mr. Sullivan and Mr. Parr responded to questions that arose during the discussion.

MOTION:	To adopt the recommended policy changes as presented.
MOVED:	Jacob Scheer
SECOND:	Amy Armstrong
CARRIED.	

6. Business
6.01 Framework for Evaluation of Laboratory Test Submissions
A Briefing Note explaining the purpose of creating a framework for the evaluation of laboratory test submissions was circulated to the Council in advance of the meeting. Mr. Parr highlighted that the framework was developed to ensure transparency in the evaluation process, have a clear understanding as to which tests are approved, as well as to support the mandate of the Council and the College.

Mr. Parr responded to questions that arose during the discussion.

MOTION:	To adopt the Framework for the Evaluation of Laboratory Test Submissions, in principle, to allow the CEO to initiate a consultation process.
MOVED:	Denis Marier
SECOND:	Jacob Scheer
CARRIED.	

6.02 Canadian Alliance of Naturopathic Regulatory Authorities (CANRA) – Strategic Considerations
A Briefing Note that mentioned CANRA's next strategic discussions are being held in November 2025 and requested feedback from its members on various topic areas was provided to Council in advance of the meeting.

The Chair requested the input from the Council members, to be shared with CANRA during their November 2025 meeting. Discussion was elicited by the Chair and Council members provided feedback on the questions posed.

6.03 Financial Sustainability Report
A Briefing Note and accompanying Financial Sustainability Report presenting findings and recommendations related to budgeting deficits, prepared at the request of Council, was circulated to the Council in advance of the meeting.

After a fulsome discussion, the Council agreed to adopt the Financial Sustainability Report, in principle. By doing so, the College can proceed with a consultation on the proposed by-law amendments, including those related to Schedule 3 (Fees).

Mr. Parr responded to any questions that arose during the discussion.

MOTION:	To adopt the Financial Sustainability Report and to approve the proposed by-law amendments, in principle, to allow the CEO to initiate a mandatory 60-day consultation period.
MOVED:	Paul Philion
SECOND:	Dean Catherwood
CARRIED.	

6.04 Discipline Committee Chair/CANRA Representative
The Chair advised the Council that as of August 29, 2025, Dr. Jordan Sokoloski, ND, elected professional member for District 8 resigned from the Council and all Committees to which he had been appointed. Dr. Sokoloski's, ND's, resignation was mandated pursuant to section 16.11 Employment Positions of the by-laws. Therefore, a new Chair is required for the Discipline Committee and Fitness to Practise Committee. A Briefing Note providing information of those who expressed their interest in becoming Chair was circulated in advance of the meeting.

The Chair, as well as Mr. Parr responded to any questions that arose during the discussion.

MOTION:	To appoint Dean Catherwood as Chair and Dr. Denis Marier, ND, as Vice-Chair of the Discipline and Fitness to Practice Committees.
MOVED:	Paul Philion
SECOND:	Lisa Fenton
CARRIED.	

In addition, Dr. Denis Marier, ND, will now be the CANRA Representative, Mr. Parr advised him he will reach out to him with further information about the role and responsibilities.

6.05 Filling Vacancy in District 8 (by-laws s.10.33)
Mr. Parr informed the Council that considering the resignation of Dr. Sokoloski, ND, the Council now has a vacancy for the representative from District 8. As per section 10.33 of the by-laws, there are some options for the filling of this position; (i) leave the seat vacant, (ii) appoint a Registrant who meets the criteria for eligibility for election set out in article 10.05; or (iii) direct the CEO to hold a by-election in accordance with these by-laws.

After a fulsome discussion, the Council agreed to leave the position for District 8 vacant until the March 2026 election and to approve the by-law changes relating to the election of Council members in principle, which will allow the CEO to initiate a consultation process.

MOTION:	To adopt the recommendation to leave the District 8 position vacant until the next election and to approve, in principle, the proposed by-law amendments to allow the CEO to initiate a mandatory 60-day consultation period.
MOVED:	Dean Catherwood
SECOND:	Erin Psota
CARRIED.	

7. Council Education

7.01 Voice of the Patient Report

Ms. Doha Melhem and Ms. Hafsah Ali from Pivotal Research Inc., provided a presentation to the Council on the commissioned Ontario-wide public opinion polling research project conducted by their organization which collected data and information on the perceptions of the general public in Ontario regarding their experiences with naturopaths, and awareness and understanding of naturopathy and the regulation thereof.

Ms. Melham and Ms. Ali highlighted key research findings and responded to questions that arose following the presentation.

7.02 Program Briefing – Quality Assurance Program

The Council members asked to have this Agenda Item deferred to the next Council meeting to ensure adequate time would be available to fully understand the education being presented.

8. Other Business

8.01 Management Disclosures

The Chair thanked the College staff for including this information in the meeting materials and asked why there is no reference to WSIB remittances, Mr. Parr advised the Council the College is not required to be enrolled in WSIB due to the nature of the work, and that if something should happen, staff would be covered by their College benefits provided through Canada Life.

9. Meeting Evaluation and Next Meeting

9.01 Meeting 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 an area of concern was raised. The Chair spoke to this and asked, if the people are comfortable in doing so, to reach out to her and provide more detail.

9.02 Next Meeting
The Chair noted for the Council that the next regularly scheduled meeting is set for December 10, 2025, to accommodate the consultations. This meeting will be a full-day meeting 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 12:49 p.m.

MOTION:	To adjourn the meeting.
MOVED:	Jacob Scheer
SECOND:	Dean Catherwood

Recorded by: Monika Zingaro
Human Resources Coordinator
September 24, 2025

Approved: December 10, 2025