



**Council Meeting
July 29, 2026**

**Video conference
APPROVED MINUTES**

Council		
Present		Regrets
Dr. Amy Armstrong, ND (2:2)		Ms. Marjia Pajdakovska (0:2)
Dr. Felicia Assenza, ND (2:2)*		Mr. Paul Phillion (1:2)
Ms. Naomi Bussin (2:2)		Dr. Jacob Scheer, ND (1:2)
Mr. Dean Catherwood (2:2)		
Ms. Lisa Fenton (2:2)		
Dr. Brenda Lessard-Rhead, ND (Inactive) (2:2)		
Dr. Denis Marier, ND (2:2)		
Dr. Erin Walsh, ND (2:2)		
Dr. Kathy Van Zeyl, ND (2:2)		
Staff support		
Ms. Agnes Kupny, Director, Operations		
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		
Dr. Shelley Burns, ND, Finance, Audit & Risk Committee Chair		
Ms. Rebecca Durcan, Legal Counsel		
Ms. Kris Gaetano, BFL Canada		
Mr. Thomas Kriens, Auditor		

*arrived at 9:55 a.m.

1. Call to order and welcome

1.01 Call to order

The Chair, Dr. Brenda Lessard-Rhead, ND (Inactive), called the meeting to order at 9:25 a.m. and welcomed all attendees. The Chair also welcomed Ms. Rebecca Durcan, Legal Counsel, to the meeting.

The Chair then advised Council that the Order-in-Council revoking the appointment of Ms. Sarah Griffiths-Savolaine was signed by the Lieutenant Governor in Council on July 16, 2026.

The Chair noted the attendance of several guest presenters throughout the meeting, including Dr. Shelley Burns, ND, Chair of the Finance, Audit & Risk Committee (Items 6.01 and 6.03), Ms. Kris Gaetano of BFL Canada (Item 7.02), Mr. Thomas Kriens, CPA, Auditor (Item 6.02), and Ms. Sandi Verrecchia of Satori Consulting (Item 7.01).

The Chair further noted that the meeting was being livestreamed on the College's website via YouTube and welcomed those who had registered to observe.

1.02 Land acknowledgement

The Chair reviewed the College's land acknowledgement, developed by the Governance Committee, and encouraged Council members to review it as an affirmation of the College Council's commitment to peace, friendship, and respect for Indigenous peoples.

1.03 Meeting norms

The Chair reviewed the meeting norms with the Council members which was included in their meeting package and invited questions or concerns. There were none

1.04 "High-five" – process for consensus

The Chair reviewed the "High five" process adopted by Council to indicate consensus on a proposed direction, whereby a show of five fingers indicates strong support, and one finger indicates strong opposition

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:	Amy Armstrong
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 items to be added or amended to the agenda. The Chair noted that for item 5.02 the detailed review should be referring to the Executive Limitations Part 1 (EL01-08) not the Terms of Reference.

MOTION:	To approve the main agenda as amended.
MOVED:	Lisa Fenton
SECOND:	Dean Catherwood
CARRIED.	

3.02 Declarations of conflicts of interest

The Chair reminded Council members of the updated process for declaring conflicts of interest. A summary of the Annual Conflict of Interest Questionnaires completed by Council members has been included to increase transparency and accountability initiatives, and to align with the College Performance Measure Framework Report (CPMF) launched by the Ministry of Health.

In addition, the Chair asked whether anyone present had a conflict of interest to declare. Mr. Andrew Parr, CEO, declared a conflict with respect to Item 8.02, as he serves on the Board of Directors and as Treasurer of CANRA. He indicated that he would not participate in the discussion of this item and that Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services, would speak on his behalf. Dr. Denis Marier, ND, also declared a conflict, noting that he serves as the Ontario Representative on CANRA, and advised that he would not participate in the discussion of Item 8.02.

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. She welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair as presented.
MOVED:	Amy Armstrong
SECOND:	Erin Walsh
CARRIED.	

4.02 Report on Regulatory Operations at June 30, 2026, from the Chief Executive Officer (CEO)

The Report on Regulatory Operations at June 30, 2026, 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 reports on Regulatory Operations at June 30, 2026, from the CEO.
MOVED:	Denis Marier
SECOND:	Kathy Van Zeyl
CARRIED.	

4.03 Annual Report on Operational Performance for 2025-26

The Report on Operations – Year End Report was included within the materials distributed in advance of the meeting. Mr. Parr provided a thorough review of the report and explained the information contained within the report, highlighting the key performance indicators and whether the strategic objectives were met. He responded to questions that arose during the discussion that followed.

MOTION:	To accept the Report on Operational Performance for the period April 1, 2025, to March 31, 2026.
MOVED:	Kathy Van Zeyl
SECOND:	Lisa Fenton
CARRIED.	

5. Council Governance Policy confirmation

5.01 Review/issues arising

5.01(i) 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(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) 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 Detailed review (as per GP08) – Executive Limitations Policies (Part 1)

The Chair invited Dr. Amy Armstrong, ND, Governance Committee Chair, to provide the Council with a detailed presentation reviewing the responses and comments submitted by Council and Governance Committee members in relation to the Executive Limitations Policies (Part 1 – EL01 through EL08) review and highlighted their directive.

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

MOTION:	To adopt the recommended changes to EL04 – Treatment of Staff as presented.
MOVED:	Naomi Bussin
SECOND:	Erin Walsh
CARRIED.	

Dr. Armstrong, ND, also noted that although feedback was received regarding the financial-related policies, the Council Chair and CEO are recommending that the Executive Limitations Policies pertaining to financial matters be referred to the Finance, Audit & Risk Committee for review and recommendations. Any proposed changes will subsequently be considered by the Governance Committee before being brought forward to Council for approval.

MOTION:	To refer EL05, EL06, EL07, EL08, as well as EL17 to the Finance, Audit and Risk Committee for review and any recommendations for changes to the Governance Committee.
MOVED:	Naomi Bussin
SECOND:	Kathy Van Zeyl
CARRIED.	

6. Business

6.01 Finance, Audit & Risk Committee Report on the 2025-2026 Audit

A copy of the Finance, Audit & Risk Committee Report on the audit for the fiscal year April 1, 2025, to March 31, 2026, was circulated in advance of the meeting. Dr. Shelley Burns, ND, the Finance, Audit & Risk Committee Chair, reviewed the report with the Council members and responded to any questions that arose during the discussion.

MOTION:	To accept the Finance, Audit & Risk Committee Report on the draft Audited Financial Statements for 2025-2026.
MOVED:	Kathy Van Zeyl
SECOND:	Amy Armstrong
CARRIED.	

6.02 Auditor's Report and Draft Audited Statements – Fiscal Year 2025-2026

The Chair invited Mr. Thomas Kriens, Partner at Kriens~LaRose, LLP and Auditor, to present the Auditor's Report and the Draft Audited Financial Statements to Council. Mr. Kriens presented his report and responded to questions that were brought forward from Council members.

MOTION:	To accept the Auditor's Report and approve the Draft Audited Financial Statements for the period April 1, 2025, to March 31, 2026, as presented.
MOVED:	Dean Catherwood
SECOND:	Naomi Bussin
CARRIED.	

The Chair thanked Mr. Kriens for presenting the reports to Council.

6.03 Appointment of the Auditor for the 2026-27 Fiscal Year

Dr. Burns, ND, the Audit, Finance & Risk Committee Chair, advised Council that the College's current Auditor's term had ended at the conclusion of the audit for the fiscal year 2025-2026 and that an Auditor would need to be appointed for a new term. She sought the approval of Council to have the existing auditor of Kriens~LaRose, LLP, be re-appointed as the Auditor for the fiscal year of 2026-2027.

MOTION:	To re-appoint Kriens~LaRose, LLP, as the Auditor for the fiscal year of 2026-2027.
MOVED:	Denis Marier
SECOND:	Lisa Fenton
CARRIED.	

6.04 2025-26 annual Committee reports

The annual Committee reports submitted by each Committee Chair were distributed in advance of the meeting. The Chair presented the reports and Mr. Parr responded to any questions that arose during the discussion.

MOTION:	To accept the annual Committee reports for the period April 1, 2025, to March 31, 2026.
MOVED:	Kathy Van Zeyl
SECOND:	Erin Walsh
CARRIED.	

7. Council education

7.01 Council effectiveness evaluations – Update

The Chair invited Ms. Sandi Verrecchia, of Satori Consulting Inc., to provide the Council with a detailed summary of Council's evaluation and highlighted the changes from the previous year's results and responded to any questions that arose during the discussion.

MOTION:	To accept the Council Effectiveness Evaluation Report for the year 2025-2026 as presented.
MOVED:	Kathy Van Zeyl
SECOND:	Erin Walsh
CARRIED.	

The Chair thanked Ms. Verrecchia for her presentation to the Council.

7.02 Insurance coverages overview

The Chair invited Ms. Kris Gaetano of BFL Canada to provide Council with an overview of insurance coverages generally and those currently in place for the College. Due to technical difficulties, Ms. Gaetano was unable to deliver her presentation. The College will arrange for her to present on this topic at the September 2026 meeting.

8. In-camera session (Pursuant to paragraph (d) of section 7(2) of the HPPC)

8.01 Motion to begin in-camera session

The Chair called the meeting to move to an in-camera session at 11:40 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:	Amy Armstrong
SECOND:	Erin Walsh
CARRIED.	

9. Other business

The Chair asked if there was any other business to be brought before the meeting ended. There was none.

10. Meeting evaluation and next meeting

10.01 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 an area of concern was raised. The Chair asked if the people are comfortable in doing so, to reach out to her and provide more details.

10.02 Next meeting

The Chair noted for the Council that the next regularly scheduled meeting is set for September 30, 2026, and that 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 12:21 p.m.

MOTION:	To adjourn the meeting.
MOVED:	Denis Marier
SECOND:	Kathy Van Zeyl

Recorded by: Monika Zingaro
Human Resources Coordinator
July 29, 2026

Approved: September 30, 2026