



The College of Naturopaths of Ontario

**Council Meeting
May 29, 2024**

**Video Conference
APPROVED MINUTES**

Council		
Present		Regrets
Dr. Felicia Assenza, ND (1:1)		Tiffany Lloyd (0:1)
Mr. Dean Catherwood (1:1)		Dr. Jacob Scheer, ND (0:1)
Dr. Amy Dobbie, ND (1:1)*		
Mr. Brook Dyson (1:1)		
Ms. Lisa Fenton (1:1)		
Ms. Sarah Griffiths-Savolaine (1:1)		
Dr. Brenda Lessard-Rhead, ND (Inactive) (1:1)		
Dr. Denis Marier, ND (1:1)		
Mr. Paul Phillion (1:1)		
Dr. Jordan Sokoloski, ND (1:1)		
Dr. Erin Walsh (Psota), ND (1:1)		
Staff Support		
Mr. Andrew Parr, CAE, CEO		
Ms. Agnes Kupny, Director of Operations		
Mr. Jeremy Quesnelle, Deputy CEO		
Ms. Monika Zingaro, Administration Coordinator		
Guests		
Ms. Rebecca Durcan, Legal Counsel		

1. Call to Order and Welcome

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:16 a.m. He welcomed everyone to the meeting and recognized newly elected Council members Dr. Felicia Assenza, ND of Hamilton, District 2, Dr. Erin Walsh (Psota), ND of Toronto, District 4, and Dr. Brenda

*Arrived at 9:30 a.m.

Lessard-Rhead, ND (Inactive) of Aurora, District 6. As well as, the re-appointment of Public Member Mr. Paul Philion of Sudbury, Ontario to the Council for a second three-year term beginning on July 8, 2024.

The Chair also noted that the meeting was being live streamed via YouTube to the College's website.

2. Executive Committee Elections

2.01 Council Chair

Upon the submission deadline for nominations, only one nomination was received, Dr. Jordan Sokoloski, ND. Therefore, by acclamation he has been elected to the position of Council Chair.

2.02 Council Vice-Chair

Upon the submission deadline for nominations, only one nomination was received, Mr. Dean Catherwood. Therefore, by acclamation he has been elected to the position of Council Vice-Chair.

2.03 Officer-at-Large Public member

Upon the submission deadline for nominations, only one nomination was received, Mr. Paul Philion. Therefore, by acclamation he has been elected to the position of Officer-at-Large Public member.

2.04 Officers-at-Large Professional members

Upon the submission deadline for nominations, only two nominations were received, Dr. Amy Dobbie, ND, and Dr. Denis Marier, ND. Therefore, by acclamation they have been elected to the positions of Officer-at-Large Professional members.

3. Consent Agenda

3.01 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:	Denis Marier
SECOND:	Dean Catherwood
CARRIED.	

4. Main Agenda

4.01 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 or any amendments. Mr. Andrew Parr, CEO, advised the Council that line items (i) and (ii) within Item 6.01 be struck from the agenda.

MOTION:	To approve the Main Agenda as amended.
MOVED:	Paul Philion
SECOND:	Lisa Fenton
CARRIED.	

4.02 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 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.

5. Monitoring Reports

5.01 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:	Dean Catherwood
SECOND:	Paul Philion
CARRIED.	

5.02 Report on Regulatory Operations for March 2024 from the Chief Executive Officer (CEO)

The Report on Regulatory Operations from the CEO and corresponding Briefing Note were circulated in advance of the meeting. Mr. Andrew Parr, CEO, presented the highlights from the report and responded to questions that arose during the discussion that followed.

5.03 Report on Regulatory Operations for April 2024 from the Chief Executive Officer (CEO)

The Report on Regulatory Operations from the CEO and corresponding Briefing Note were circulated in advance of the meeting. Mr. Andrew Parr, CEO, presented the highlights from the report and responded to questions that arose during the discussion that followed.

MOTION:	To accept the reports on Regulatory Operations for March and April 2024 from the CEO.
MOVED:	Brenda Lessard-Rhead
SECOND:	Paul Philion
CARRIED.	

5.04 Variance Report and Unaudited Financial Statements for Q4

A Variance Report and the Unaudited Financial statements ending March 31, 2024 (Q4) were included in the materials circulated in advance of the meeting. Ms. Agnes Kupny, Director of Operations, provided a review of the Variance Report and the Unaudited Statements and highlighted the changes in the report from the previous quarters. She responded to questions that arose during the discussion that followed.

MOTION:	To accept the Variance Report and Unaudited Financial statements for the fourth quarter as presented.
MOVED:	Amy Dobbie
SECOND:	Brenda Lessard-Rhead
CARRIED.	

6. Council Governance Policy Confirmation

6.01 Review/Issues Arising

Council members were asked if they had any questions or matters to note with respect to the policies based on the reports received. No issues were noted at this time.

6.02 Detailed Review (as per GP08) – Committee Terms of Reference

The members of the Council were placed into three separate breakout rooms to discuss scenarios based on the Terms of Reference for the Discipline Committee, Quality Assurance Committee and the Inquiries, Complaints and Reports Committee. Afterwards, the Council members shared their results with one another based on the exercise.

Afterwards, Council members were asked if there were any members who wished to discuss the Committee Terms of Reference. Dr. Brenda Lessard-Rhead, ND (Inactive), Governance Policy Review Committee (GPRC) Chair, provided a detailed overview of the amendments being presented as outlined in the Memorandum included within the Council's package and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed changes to the Committee Terms of Reference as presented.
MOVED:	Denis Marier
SECOND:	Amy Dobbie
CARRIED.	

6.03 Policy Review - Governance Policies GP13 to GP19

Council members were asked if there were any members who wished to discuss the Governance Policies GP13 to GP19. Dr. Lessard-Rhead, ND (Inactive), GPRC Chair, provided a detailed overview of the amendments being presented as outlined in the Memorandum included within the Council's package and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed changes to GP13-19 inclusive as presented.
MOVED:	Erin Psota
SECOND:	Dean Catherwood
CARRIED.	

6.04 College of Dental Hygienists of Ontario (CDHO) Report on Governance

The Chair noted for Council that the CDHO had recently received a report on its governance by Sir Harry Cayton and Deanna Williams, and because they use a Policy Governance model for its Council, it was important that our Council consider any implications for its approach based on the recommendations in the report. Therefore, asked Mr. Parr, CEO, to send the report to the GPRC for their review and to present findings to Council at the meeting today.

Dr. Lessard-Rhead, ND (Inactive), GPRC Chair, provided a detailed overview of the two main issues that arose from the report and presented the recommendations relating to the Policy Governance Model and the Standards of Good Governance, and responded to any questions that arose during the discussion.

After an in depth discussion, the Council agreed with the GPRC's recommendation that further action on the College governance model is not required at this time

MOTION:	To accept the GPRC findings that no further action is required by the Council relating to the recommendations in the CDHO Report.
MOVED:	Denis Marier
SECOND:	Dean Catherwood
CARRIED.	

7. Business

7.01 Proposed by-law Amendments

A briefing note and corresponding document providing the proposed by-law amendments were included in the materials circulated in advance of the meeting. Mr. Parr provided a detailed overview of the proposed changes and responded to any questions that arose.

MOTION:	To authorize that no consultation is required on the proposed by-laws changes and that the Council approves the proposed by-law amendments as presented.
MOVED:	Denis Marier
SECOND:	Dean Catherwood
CARRIED.	

7.02 Committee Appointments

A briefing note and corresponding document providing the proposed 2024-2025 fiscal year Committee appointments were included in the materials circulated in advance of the meeting.

The committee composition for the Exams Appeals Committee was amended to have only one Council Member who is also a professional member. Mr. Parr responded to any questions that arose.

MOTION:	To approve the proposed Committee appointments as amended.
MOVED:	Brenda Lessard-Rhead
SECOND:	Denis Marier
CARRIED.	

8. Council Education

8.01 Program Briefing – Discipline

A Briefing Note highlighting the Discipline Processes was circulated in advance of the meeting. Mr. Jeremy Quesnelle, Deputy CEO, attended the meeting to responded to any questions asked by Council.

8.02 Program Briefing – ICRC

A Briefing Note highlighting the Complaints and Reports Processes was circulated in advance of the meeting. Mr. Jeremy Quesnelle, Deputy CEO, attended the meeting to responded to any questions asked by Council.

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 a link will be provided within the chat feature via Zoom for each member to copy and paste into a web browser to complete an evaluation form immediately following the end of the meeting.

10.02 Next Meeting

The Chair noted for the Council that the next regularly scheduled meeting is set for July 31, 2024. In addition, the Chair noted the informal networking held prior to the meeting commencing will take place again, as the Council members appreciated being able to speak to one another.

11. Adjournment

11.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 12:10 p.m.

MOTION:	To adjourn the meeting.
MOVED:	Brenda Lessard-Rhead
SECOND:	Erin Psota

Recorded by: Monika Zingaro
Human Resources & Administration Coordinator
May 29, 2024

Approved: July 31, 2024