



The College of Naturopaths of Ontario

**Council Meeting
July 31, 2024**

**Video Conference
APPROVED MINUTES**

Council	
Present	Regrets
Dr. Felicia Assenza, ND (2:2)	Mr. Dean Catherwood (1:2)
Dr. Amy Dobbie, ND (2:2)	Dr. Brenda Lessard-Rhead, ND (Inactive) (1:2)
Mr. Brook Dyson (2:2)	Dr. Erin Walsh (Psota), ND (1:2)
Ms. Lisa Fenton (2:2)	
Ms. Sarah Griffiths-Savolaine (2:2)	
Dr. Denis Marier, ND (2:2)	
Mr. Paul Phillion (2:2)	
Dr. Jacob Scheer, ND (1:2)	
Dr. Jordan Sokoloski, ND (2:2)	
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 and Administration Coordinator	
Guests	
Ms. Rebecca Durcan, Legal Counsel	
Mr. Thomas Kriens, Auditor	
Mr. Barry Sullivan, GPRC, Acting Chair	
Ms. Sandi Verrecchia, Satori Consulting	

1. Call to Order and Welcome

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:18 a.m. He 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. Ms. Sarah Griffiths-Savolaine requested to have her contact number redacted on page 64 of the materials package. Mr. Andrew Parr, CEO, informed that a staff member will complete this task and reload the materials to the College website.

MOTION:	To approve the Consent Agenda as amended.
MOVED:	Paul Phillion
SECOND:	Jacob Scheer
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:	Amy Dobbie
SECOND:	Denis Marier
CARRIED.	

3.02 Declarations of Conflicts of Interest

The Chair reminded 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.

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.
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MOVED:	Paul Phillion
SECOND:	Lisa Fenton
CARRIED.	

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

The Report on Regulatory Operations for June 2024 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 for June 2024 from the CEO.
MOVED:	Sarah Griffiths-Savolaine
SECOND:	Denis Marier
CARRIED.	

4.03 Report on Operations – Year End

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. Mr. Parr focused on indicators that may not have started due to the timing of the initiative and indicators that have been started and are underway. He responded to questions that arose during the discussion that followed.

MOTION:	To approve the Report on Operations – Year End from the CEO.
MOVED:	Sarah Griffiths-Savolaine
SECOND:	Jacob Scheer
CARRIED.	

4.04 Annual Committee Reports 2023-2024

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 as presented.
MOVED:	Lisa Fenton
SECOND:	Paul Phillion
CARRIED.	

5. Council Governance Policy Confirmation

5.01 Review/Issues Arising

5.01(i) Ends Policies Policies

Council members were asked if they had any questions or matters to note with respect to the Ends policies 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)

Mr. Barry Sullivan, Governance Policy Review Committee, Acting Chair, provided the Council with a detailed presentation reviewing EL01 through EL08 and highlighted each policies directives and reviewed the results of the survey completed by Council in relation to the policies presented.

Council members were asked if there were any members who wished to discuss the Executive Limitations Policies (Part 1), and Mr. Sullivan and Mr. Parr responded to any questions that arose during the discussion.

6. Business

6.01 Audit Committee Report on the 2023-2024 Audit

A copy of the Audit Committee Report on the audit for the fiscal year April 1, 2023, to March 31, 2024, was circulated in advance of the meeting. Mr. Brook Dyson, Audit Committee Chair, reviewed the report with the Council members and responded to any questions that arose during the discussion.

MOTION:	To accept the Audit Committee Report as presented.
MOVED:	Brook Dyson
SECOND:	Paul Phillion
CARRIED.	

6.02 Auditor's Report and Draft Audited Statements – Fiscal Year 2023-2024

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, 2023, to March 31, 2024, as presented.
MOVED:	Brook Dyson

SECOND:	Sarah Griffiths-Savolaine
CARRIED.	

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

6.03 Appointment of the Auditor for 2024-25 Fiscal Year

Mr. Brook Dyson, Chair of the Audit Committee, advised Council that the College's current Auditor's term had ended at the conclusion of the audit for the fiscal year 2023-2024 and that an Auditor would need to be appointed for a new term. He 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 2024-2025.

MOTION:	To accept the re-appointment of the Auditor, Kriens~LaRose, LLP for the fiscal year of 2024-2025.
MOVED:	Brook Dyson
SECOND:	Paul Philion
CARRIED.	

6.04 Volunteer Committee Appointment

Mr. Parr presented a memorandum provided by the Senior Management Team that was circulated in advance of the meeting regarding a new appointee to the Inquires, Complaints and Reports Committee. He welcomed and responded to any questions then sought the approval of the volunteer's new appointment.

MOTION:	To approve the appointment of a volunteer to the Inquires, Complaints and Reports Committee.
MOVED:	Amy Dobbie
SECOND:	Denis Marier
CARRIED.	

7. Council Education

7.01 Council & Committee Evaluations – Update

The Chair invited Ms. Sandi Verrecchia, of Satori Consulting Inc., to provide the Council with a detailed summary of the 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 evaluation report as presented.
MOVED:	Paul Philion
SECOND:	Jacob Scheer

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

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 10:13 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 Philion
SECOND:	Sarah Griffiths-Savolaine
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 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 Council that the next regularly scheduled meeting is set for September 25, 2024. In addition, the Chair noted the meeting may be held in-person at the Sheraton Toronto Airport Hotel and canvassed everyone's thoughts about this.

He advised Council that there will be more information provided in the coming days.

11. Adjournment

11.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:44 a.m.

MOTION:	To adjourn the meeting.
MOVED:	Sarah Griffiths-Savolaine
SECOND:	Denis Marier

Recorded by: Monika Zingaro
Administration Coordinator
July 31, 2024

Approved: September 25, 2024