



The College of Naturopaths of Ontario

**Council Meeting
November 27, 2024**

**Video Conference
APPROVED MINUTES**

Council	
Present	Regrets
Dr. Felicia Assenza, ND (4:4)	
Dr. Amy Armstrong ¹ , ND (4:4) ²	
Mr. Dean Catherwood (3:4)	
Mr. Brook Dyson (4:4) ³	
Ms. Lisa Fenton (4:4)	
Ms. Sarah Griffiths-Savolaine (4:4) ²	
Dr. Brenda Lessard-Rhead, ND (Inactive) (2:4)	
Dr. Denis Marier, ND (4:4)	
Mr. Paul Phillion (4:4)	
Dr. Jacob Scheer, ND (2:4)	
Dr. Jordan Sokoloski, ND (4:4)	
Dr. Erin Walsh (Psota), ND (3:4)	
Staff Support	
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	

¹ Formerly Dr. Amy Dobbie, ND

² Arrived at 9:24 a.m.

³ Arrived at 9:47 a.m.

Guests	
Ms. Rebecca Durcan, Legal Counsel	

1. Call to Order and Welcome

The Chair, Dr. Jordan Sokoloski, ND, called the meeting to order at 9:17 a.m. He welcomed everyone to the meeting.

The Chair 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:	Jacob Scheer
SECOND:	Paul Phillion
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.

MOTION:	To approve the Main Agenda as presented.
MOVED:	Dean Catherwood
SECOND:	Lisa Fenton
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 have been 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. He welcomed and responded to questions from the Council.

MOTION:	To accept the Report of the Council Chair as presented.
MOVED:	Erin Walsh (Psota)
SECOND:	Paul Phillion
CARRIED.	

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

The Report on Regulatory Operations at October 31, 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 at October 31, 2024 from the CEO.
MOVED:	Sarah Griffiths-Savolaine
SECOND:	Denis Marier
CARRIED.	

4.03 Report on Operations – Mid-Year Report

The Report on Operations – Mid Year-Report at September 30, 2024 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 Operations – Mid-Year Report.
MOVED:	Amy Armstrong
SECOND:	Paul Phillion
CARRIED.	

4.04 Unaudited Financial Statements for Q2

A copy of the Unaudited Financial statements ending September 30, 2024 (Q2) were included in the materials circulated in advance of the meeting. Ms. Agnes Kupny, Director, Operations, provided a detailed review of the Statements and highlighted 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 the Unaudited Financial Statements for the second quarter as presented.
MOVED:	Dean Catherwood
SECOND:	Denis Marier
CARRIED.	

5. Council Governance Policy Confirmation

5.01 Review/Issues Arising

5.01(i) Executive Limitation 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) 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 In-depth Review of Ends Policies and Council-CEO Linkage Policies

The Chair facilitated an educational presentation on the various policies and provided clarification to questions posed in advance of the meeting submitted by Council members. He also responded to any questions that arose during the presentation.

5.03 The Working Group on the Identification and Mitigation of Patient Harm (WGIMPH) Terms of Reference/GP06-Committee Principles

The Chair presented the proposed changes to GP 06 – Committee Principles highlighting the addition of the WGIMPH which has been designated as an Ad Hoc Committee of the Council. In addition, he reviewed the newly developed corresponding Terms of Reference and responded to any questions that arose during the discussion.

MOTION:	To approve the proposed amendments to GP06 – Committee Principles and the draft Terms of Reference for the working group as amended.
MOVED:	Sarah Griffiths-Savolaine
SECOND:	Amy Armstrong
CARRIED.	

6. Business

6.01 Appointment of the CEO Review Panel

The Chair advised Council members that according to GP19.05 – CEO Annual Performance and Compensation Review, each year the Council at its November meeting, needs to appoint members to the CEO Performance Review Panel (“Review Panel”) with a minimum of three and maximum of four members, that is comprised of the Council Chair and Council Vice-Chair and up to two additional Council members.

MOTION:	To appoint Dr. Jordan Sokoloski, ND, Council Chair, Dean Catherwood, Council Vice-Chair, Dr. Denis Marier, ND, and Dr. Jacob Scheer, ND, to the CEO Performance Review Panel.
MOVED:	Paul Philion
SECOND:	Lisa Fenton
CARRIED.	

6.02 The Working Group on the Identification and Mitigation of Patient Harm (WGIMPH) – Appointment

The Chair informed Council members that according to the Terms of Reference the College of Naturopaths of Ontario is required to appoint two representatives to the WGIMPH and advised that he has spoken to two Council members who expressed their interest and willingness to become the representatives for the College and asked if anyone else would be interested in putting their name forward.

MOTION:	To appoint Dr. Brenda Lessard-Rhead, ND (Inactive) and Dr. Denis Marier, ND to the Working Group in the Identification and Mitigation of Patient Harm (WGIMPH).
MOVED:	Dean Catherwood
SECOND:	Jacob Scheer
CARRIED.	

7. Council Education

7.01 Program Briefing – Inspection Program

A Briefing Note highlighting the Inspection Program was circulated in advance of the meeting. Mr. Jeremy Quesnelle, Deputy CEO, Regulation, responded to any questions posed by Council.

7.02 Health Regulated Professions Act, 1991

The Council received a supplementary educational presentation by General Legal Counsel Ms. Rebecca Durcan which highlighted the *Regulated Health Professions Act (RHPA), 1991*. The presentation focused on key terminology associated with the RHPA, for example the difference between Acts and Regulations. In addition, focused on how the RHPA is applied across all 26 Regulators and identified some differences as they relate to the College. Ms. Durcan responded to any questions that arose at the conclusion of the presentation.

8. Other Business

8.01 Meeting Evaluation

The Chair advised Council members that a link will be provided via email for each member to copy and paste into a web browser to complete an evaluation form immediately following the end of the meeting.

The Chair took the opportunity to thank Council member Mr. Brook Dyson for his years of service to the Council and the College, as his term will expire at the end of November 2024.

8.02 Next Meeting

The Chair noted for Council that the next regularly scheduled meeting is set for January 29, 2025. This meeting will be held virtually via video conference.

9. Adjournment

9.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:22 a.m.

MOTION:	To adjourn the meeting.
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MOVED:	Paul Phillion
SECOND:	Sarah Griffiths-Savolaine

Recorded by: Monika Zingaro
Human Resources Coordinator
November 27, 2024

Approved: January 29, 2025