



The College of Naturopaths of Ontario

**Council Meeting
January 29, 2025**

**Video Conference
APPROVED MINUTES**

| Council | |
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| Present | Regrets |
| Dr. Felicia Assenza, ND (5:5) | Dr. Brenda Lessard-Rhead, ND (Inactive) (2:5) |
| Dr. Amy Armstrong, ND (5:5) | |
| Mr. Dean Catherwood (4:5) | |
| Ms. Lisa Fenton (5:5) | |
| Ms. Sarah Griffiths-Savolaine (5:5) | |
| Dr. Denis Marier, ND (5:5) | |
| Ms. Marjia Pajdakovska (1:1) | |
| Mr. Paul Phillion (5:5) | |
| Dr. Jacob Scheer, ND (3:5) | |
| Dr. Jordan Sokoloski, ND (5:5) | |
| Dr. Erin Walsh (Psota) ¹ , ND (4:5) | |
| 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 | |
| Dr. Sean Armstrong, ND, Co-Chair, Inspection Committee | |

¹ Arrived at 9:24 a.m.

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| Dr. Jennifer DelBelBelluz, ND, Acting Chair, Governance Policy Review Committee | | |
| Ms. Rebecca Durcan, Legal Counsel | | |
| Dr. Mary-Ellen McKenna, ND (Retired) Manager, Inspections & Quality Assurance | | |
| Mr. Barry Sullivan, Governance Policy Review Committee member | | |

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 and recognized newly appointed Public Member Ms. Marjia Pajdakovska to the Council.

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 sent to Council members before the meeting. The Chair asked if there were any items to move to the main agenda for discussion. There were none.

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| 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

The Main Agenda was sent to Council members before the meeting. The Chair asked if there were any items to be added to the agenda. There were none.

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| MOTION: | To approve the Main Agenda as presented. |
| MOVED: | Denis Marier |
| SECOND: | Dean Catherwood |
| 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 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 Council Chair Report was circulated before the meeting. The Chair reviewed the report with Council. He welcomed and responded to questions from the Council.

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| MOTION: | To accept the Report of the Council Chair as presented. |
| MOVED: | Paul Phillion |
| SECOND: | Amy Armstrong |
| CARRIED. | |

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

The Report on Regulatory Operations at December 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.

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| MOTION: | To accept the Report on Regulatory Operations at December 31, 2024, from the CEO. |
| MOVED: | Dean Catherwood |
| SECOND: | Jacob Scheer |
| 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.

5.01(ii) 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.

5.01(iii) 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.

5.02 In-dept Review of Governance Process Policies (Part 1 – GP01-GP17)

Dr. Jennifer DelBelBelluz, ND, Acting Chair, Governance Policy Review Committee (GPRC) and Mr. Barry Sullivan, GPRC member, gave a presentation about the GPRC's survey to Council members regarding GP01-GP17 and provided supporting information to clarify submitted questions in relation to a given policy. For example, providing a detailed response to how a Council or Committee member should manage situations where personal values conflict with collective decisions, as highlighted in GP03 – Code of Conduct.

The Chair thanked Dr. DelBelBelluz, ND, Acting Chair, GPRC and Mr. Sullivan, GPRC member for their presentation.

6. Business

6.01 Inspection Program Policies

A Briefing Note and corresponding program policies were circulated before the meeting. Dr. Sean Armstrong, ND, Co-Chair of the Inspection Committee and Dr. Mary-Ellen McKenna, ND (Retired), Manager of Inspections and Quality Assurance, presented proposed amendments to the Inspection Program Policies, intended to add clarity and ensure alignment with current by-laws, College policies, and practices, and responded to questions that arose during the discussion that followed.

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| MOTION: | To approve the proposed amendments to the Inspection Program Policies as presented. |
| MOVED: | Dean Catherwood |
| SECOND: | Paul Phillion |
| CARRIED. | |

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

7.01 Motion to Begin In-camera Session

The Chair called the meeting to move to an in-camera session at 10:03 a.m.

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| MOTION: | That the Council moves to an in-camera session pursuant to paragraph (d) of section 7(2) of the Health Professions Procedural Code in order to discuss operational and personnel matters. |
| MOVED: | Amy Armstrong |
| SECOND: | Denis Marier |
| CARRIED. | |

8. Council Education

8.01 Program Briefing – Registration Program

Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services, gave a presentation on the Registration Program of College which highlighted key functions within the program for ensuring NDs practising the profession have and maintain the requisite knowledge, skills, and judgement to practise safely, competently, and ethically.

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 Meeting Evaluation

The Chair advised the Council members that a new method to complete the meeting evaluation will take place in hopes of having a greater number of results, thus the evaluation will be conducted via the Zoom survey function. The Chair noted that the survey will appear on each Council member's screen and asked each Council member to take a few moments to complete

the survey. The Chair reviewed the results of the survey and there were no areas of concern raised.

10.02 Next Meeting

The Chair noted for Council that the next regularly scheduled meeting is set for Wednesday, March 26, 2025. This meeting will be held via video conference, as well as the succeeding meeting in May 2025 which will be held in-person over two days beginning on Tuesday, May 27th, 2025, for a full day and ending on shortly after noon on Wednesday, May 28th, 2025, with more information to follow shortly.

11. Adjournment

11.01 Motion to Adjourn

The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 10:53 a.m.

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

Recorded by: Monika Zingaro
Human Resources Coordinator
January 29, 2025

Approved: March 26, 2025