

## **COUNCIL MEETING MINUTES**

CDHO Office

175 Bloor Street East, North Tower, Suite 601

Toronto, Ontario M4W 3R8

**Friday, March 22, 2019**

9:00 a.m. – 4:30 p.m.

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### **COUNCIL MEMBERS PRESENT:**

Catherine Ranson, Academic Member, President  
Caroline Lotz, Professional Member, Vice-President  
Erin Betts, Public Member  
Chris Bonnett, Public Member  
Michael C. Connor, Public Member  
Roma Czech, Professional Member  
Trudi Enstrom, Academic Member  
Kathleen Feres Patry, Professional Member  
Jenny Gibson, Professional Member  
Vinay Jain, Public Member  
Evie Jesin, Professional Member  
Maria Lee, Public Member  
Pauline Leroux, Professional Member  
Julius Nathoo, Public Member  
Ilga St. Onge, Professional Member  
Terri Strawn, Professional Member  
Yvonne Winkle, Public Member

### **REGRETS:**

Jillian Eles, Professional Member  
Amit Vig, Public Member

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### **ADMINISTRATION:**

Lisa Taylor, Registrar  
Jane Keir, Deputy Registrar/Director, Prof. Practice  
Suzanne Fox, Director, Corporate Services  
Andrea Lowes, Director, Professional Conduct  
Lisa Kikuchi, Executive Assistant  
Nadine Yacoub, Coordinator, Communications  
Robert Farinaccia, Manager, Quality Assurance

### **GUESTS:**

Julie Maciura, CDHO Legal Counsel

## **1.0 CALL TO ORDER**

### **1.1 Roll Call**

The Registrar, Lisa Taylor, called the meeting to order at 9:00 a.m., welcomed the council members and asked that the records show 16 members were in attendance. (Yvonne Winkle not present during roll call)

## **1.2 Opening Remarks**

The Registrar stated that with the appointment of Public Member Chris Bonnett, this is the first constituted Council Meeting since June 2018. As Council was not able to elect the 2019 Executive Committee in January, the first part of the agenda will be dedicated to the election.

The Registrar also announced that the election of the 2019 Executive Committee would be conducted in accordance with CDHO Bylaw 5, Schedule II.

## **1.3 Declaration of Conflict of Interest**

No conflicts of interests were declared

## **1.4 Council Code of Conduct**

The Registrar reminded the Council Members that the Council Code of Conduct is on TAB 2 of the Agenda.

## **2.0 ELECTION OF 2019 EXECUTIVE COMMITTEE**

The elections were presided over by the Registrar, and an overview of the nominations and voting process for all eligible positions on the 2019 Executive Committee was provided.

### **2.1 Appointment of Scrutineers**

As provided under Schedule II of Bylaw 5, the Registrar appointed Jane Keir, CDHO Deputy Registrar and Andrea Lowes, CDHO Director of Professional Conduct, as Scrutineers for the 2019 Executive Committee elections.

### **2.2 Nominations and Election of President**

The floor was opened for the position of Council President. The term for President shall commence on March 22, 2019 and end at the first meeting in 2020 when a new election for president is held.

The following nominations were made:

<b>Nominated:</b>	<b>Nominator:</b>
Catherine Ranson	Trudi Enstrom

Ms. Ranson accepted the nomination. There were no further nominations for the role of President after a second and a third call.

Catherine Ranson was elected to the position of President.

### **2.3 Nominations and Election of Vice-President**

The Registrar called for nominations for the position of Vice-President. The term for Vice-President shall commence on March 22, 2019 and end at the first meeting in 2020 where a new election for Vice-President is held.

The following nominations were made:

<b>Nominated:</b>	<b>Nominator:</b>
Caroline Lotz	Catherine Ranson
Evie Jesin	Maria Lee

There were no other nominations for the position of Vice-President after a second and third call. Both nominees indicated they were willing to stand, and were invited by the Registrar to provide a brief address to Council. Both nominees addressed Council, stating their interests in serving as Vice-President.

The Registrar asked the Scrutineers to pass out the ballots. Ballots were distributed, collected and counted by the Scrutineers.

Caroline Lotz received the majority of votes and was elected to the position of Vice-President.

### **2.4 Nominations and Election of Three Remaining Executive Members**

#### Third (3<sup>rd</sup>) Executive Position – Professional Member

The floor was opened for nominations for the third Executive Committee position. The following nominations were made:

<b>Nominated:</b>	<b>Nominator:</b>
Roma Czech	Terri Strawn
Pauline Leroux	Jenny Gibson
Evie Jesin (declined)	Maria Lee
Kathleen Feres Patry (declined)	Caroline Lotz
Terri Strawn (declined)	Julius Nathoo

There were no additional nominees from the floor for the third Executive position after a second and third call by the Registrar. The nominees accepted the opportunity to address Council briefly. Ballots were distributed, collected and counted by the Scrutineers

Pauline Leroux was elected to the third Executive Committee Position

#### Fourth (4<sup>th</sup>) Executive Position – Public Member

The floor was opened for nominations for the fourth Executive Committee position. The following nominations were made:

<b>Nominated:</b>	<b>Nominator:</b>
Maria Lee	Mike Connor
Yvonne Winkle	Terri Strawn
Erin Betts (declined)	Maria Lee
Mike Connor (declined)	Evie Jesin

There were no additional nominees from the floor for the fourth Executive position after a second and third call by the Registrar. The nominees accepted the opportunity to address Council briefly. Ballots were distributed, collected and counted by the Scrutineers

Maria Lee was elected to the fourth Executive Committee Position

#### Fifth (5<sup>th</sup>) Executive Position – Public Member

The floor was opened for nominations for the fifth Executive Committee position. The following nominations were made:

<b>Nominated:</b>	<b>Nominator:</b>
Yvonne Winkle	Kathleen Feres Patry
Amit Vig	Maria Lee

Ms. Winkle accepted the nomination. Mr. Vig was not present to accept the nomination. Ms. Lee withdrew the nomination of Mr. Vig. There were no further nominations for the role for the 5<sup>th</sup> Executive Committee Member after a second and a third call.

Ms. Winkle was acclaimed as the final Executive Committee member.

The 2019 Executive Committee was established as follows:

<b>Member:</b>	<b>Position:</b>
Catherine Ranson, RDH	Academic Member, <i>President</i>
Caroline Lotz, RDH	Professional Member, <i>Vice-President</i>
Pauline Leroux, RDH	Professional Member
Maria Lee	Public Member
Yvonne Winkle	Public Member

#### **2.5 Motion for Destruction of Ballots**

**MOTION:** THAT the 2019 Executive Committee election ballots be destroyed in accordance with Schedule II of CDHO Bylaw 5.

Moved:	Chris Bonnett
Seconded:	Trudi Enstrom
Vote:	

**CARRIED**

The Registrar closed the elections and asked for a refreshment break. The remainder of the meeting was chaired by the new President, Catherine Ranson.

**1.5 Council Policy Manual Update**

The Chair reported that there have been no changes to the Council Policy Manual

**3.0 APPROVAL OF AGENDA**

**3.1 Review and Approval of Agenda**

The Chair indicated a few changes to the Council Agenda to be made. Agenda item 5.2 should read EL 2.4 Financial Conditions and that no changes were made at the workshop and thus no approval is needed. Agenda item 6.1.1 (Council Planning and Agenda Control) is to be removed as this is not due to be monitored. Agenda item 6.1.2 GP 4.7 (Executive Committee) is deferred to the upcoming June Council Meeting. Agenda item 6.2.4 should read 1.0-1.4 Ends. The election for a Discipline Committee Chair is scheduled before the lunch break. Agenda item 7.5 Policy Governance Conference has now been added.

**MOTION: THAT** Council moves to approve the March 22, 2019 Council meeting agenda as amended.

Moved: Terri Strawn  
Seconded: Roma Czech  
VOTE:

**CARRIED**

**4.0 CONSENT AGENDA ITEMS**

**4.0 Consent Agenda Items – 4.1 – 4.3.2**

**MOTION: THAT** Council moves to approve the consent agenda 4.1. – 4.3.2 as presented.

Moved: Julius Nathoo  
Seconded: Mike Connor  
VOTE:

**CARRIED**

**6.0 MONITORING REPORTS**

**MOTION TO MOVE IN CAMERA**

**MOTION: THAT** Council moves in Camera as per RHPA, *Schedule 2*,

Section 7(2)(d) at 10:30 a.m. for agenda items 6.2.1 – 6.2.4.

Moved: Jenny Gibson  
Seconded: Trudi Enstrom  
VOTE:

**CARRIED**

**6.2 Monitoring Registrar/CEO Performance**

**6.2.1 EL 2.4.1 Financial Conditions and Activities**

**MOTION:** THAT the Council has assessed the report and determined sufficient verifiable evidence of reasonable interpretation that the registrar was in compliance.

Moved: Evie Jesin  
Seconded: Yvonne Winkle  
VOTE:

**CARRIED**

**6.2.2 EL 2.7 Compensation and Benefits**

Evie Jesin requested that the minutes reflect that congratulations are in order for the Registrar for staying within budget after moving offices from 69 Bloor Street East.

**MOTION:** THAT the Council has assessed the report and determined sufficient verifiable evidence of reasonable interpretation that the registrar was in compliance.

Moved: Roma Czech  
Seconded: Jenny Gibson  
VOTE:

**CARRIED**

**6.2.3 EL 2.8 Communication and Support to Council**

**MOTION:** THAT the Council has assessed the report and determined sufficient verifiable evidence of reasonable interpretation that the registrar was in compliance.

Moved: Julius Nathoo  
Seconded: Terri Strawn  
VOTE:

**CARRIED**

**6.2.4 1.0-1.4 Ends**

**MOTION:** THAT the Council has assessed the report and determined sufficient verifiable evidence of reasonable interpretation that the registrar was in compliance.

Moved: Trudi Enstrom  
Seconded: Erin Betts  
VOTE:

**CARRIED**

**MOTION TO MOVE OUT OF CAMERA**

**MOTION:** THAT Council moves out Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 10:43 a.m.

Moved: Kathleen Feres Patry  
Seconded: Roma Czech  
VOTE:

**CARRIED**

**7.0 GOVERNANCE**

**7.4 Composition of the Examination Committee**

**MOTION 1:** THAT Bylaw 5.8.3 that describes the composition of Non-Statutory Committees be changed to read “Committees are composed of a minimum of 3 *persons*”

Moved: Evie Jesin  
Seconded: Kathleen Feres Patry  
VOTE:

**CARRIED**

**MOTION 2:** THAT the Examinations Committee be composed of at least 3 persons who are not members of Council.

Moved: Kathleen Feres Patry  
Seconded: Evie Jesin  
VOTE:

**CARRIED**

**7.5 Policy Governance Conference**

Two members of Council, a public and professional member, will be funded to attend the 2019 IPGA conference in Quebec City, QC in June.

**7.1 Appointment of Ownership Linkage Committee**

**MOTION:** THAT the following three (3) Council members be appointed to the Ownership Linkage Committee for a term ending on January 17, 2020:

**Public Members:** Chris Bonnett

**Professional Members:** Evie Jesin, Roma Czech

Moved: Terri Strawn

Seconded: Mike Connor

VOTE:

**CARRIED**

7.2 **Bylaw 5 Proposed Amendments: Code of Conduct**

Terri Strawn informed Council that the third paragraph of the Briefing Note be removed.

A straw poll with a majority vote was conducted to take out:

Section 3.1 Eligibility Criteria for Council and Non-Council Members

*(r) The Registrant has not, within the last three years, been a bankrupt as defined in the Bankruptcy and Insolvency Act.*

7.3 **Proposed National Performance Based Exam**

MOTION: THAT The motion for the Performance-Based Competency Exam for Entry to Practice be tabled to the June Council Meeting

Moved: Jenny Gibson

Seconded: Yvonne Winkle

VOTE:

**CARRIED**

**8.0 COUNCIL EVALUATION**

An electronic meeting evaluation survey was conducted and Council was invited to provide feedback on the meeting.

**9.0 NEXT MEETING DATE**

The Chair announced that the next meeting of Council would be Friday June 7, 2019.

**10.0 ADJOURNMENT**

MOTION: THAT the Council meeting be adjourned at 4:30 p.m.



Moved: Kathleen Feres Patry  
Seconded: Roma Czech  
VOTE:

**CARRIED**

**Approved by:**



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**Signature of Chair, Catherine Ranson**

June 7, 2019

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**Date**