



**COUNCIL MEETING MINUTES**  
**December 13, 2019 (9:30 a.m.–4:00 p.m.)**  
5775 Yonge Street, Main Floor Conference Room

Council Attachment

**Present**

Lesia Kicak RD-Chair  
Ann Watt RD  
Denis Tsang RD  
Donna Hennyey RD  
John Regan  
Kerri Labrecque RD  
Laila Kanji  
Marie-Louise Chartrand  
Pavel Tomilin  
Soliman A.F. Soliman  
Teresa Taillefer RD  
Trina Pearson RD

**Regrets**

Diana Balicsak RD  
Shelagh Kerr

**Guests**

Thomas Custers, Ministry of Health and Long-Term Care

**Staff**

Melisse Willems-Registrar & Executive Director  
Barbara McIntyre-Quality Assurance Manager  
Carole Chatalalsingh-Practice Advisor & Policy Analyst  
Deborah Cohen-Registration Program Manager  
Diane Candiotta-Practice Advisor & Policy Analyst  
Heena Vyas-Registration Coordinator  
Jada Pierre-Executive & General Office Administrative Assistant-Minute Taker  
Josna Aykkara-Administrative Assistant-Accounting & Quality Assurance Program  
Lisa Dalicandro-Manager, Governance & Operations  
Monique Poirier-Communications Manager  
Sarah Ahmed-Controller (Finance & HR)

ITEM & DISCUSSION	ACTION
1.0 Call to Order	The meeting was called to order at 9:32 a.m. by L. Kicak RD – President and Chair
2.0 Approval of Agenda	MOTION to approve the agenda, as amended.  Moved by: M. Chartrand Seconded by: K. Labrecque  Carried
3.0 Declaration of Conflict of Interest No conflict of interest was declared	
4.0 Declaration of Bias No bias was declared	

ITEM & DISCUSSION	ACTION
<p><b>5.0 Preparation for Budgeting Presentation</b> S. Ahmed presented to Council a summary of the Zero-Based Budget approach practiced by the College. The presentation explained the various steps the College follows to prepare the annual budget.</p>	
<p><b>6.0 Follow-up from Governance &amp; Strategic Planning Sessions</b> Council discussed the recent governance workshop and strategic planning session and provided their feedback on the way the meetings were structured and carried out.</p> <p>Council agreed to add an <i>in camera</i> item to further discuss the Strategic Planning session that was held on December 12, 2019, since that session was not a public session.</p>	
<p><b>7.0 CPMF – College Performance Measurement Framework</b> T. Custers from the Ministry of Health presented on the College Performance Measurement Framework currently under development, and explained how it aims to address accountability, public trust, performance improvement and modernization of the workforce by standardizing data reporting and practices, where feasible, across regulatory colleges.</p>	
<p><b>8.0 Council Meeting Evaluation</b> Council completed a mid-meeting performance evaluation.</p>	
<p><b>9.0 Council Meeting Evaluation Results</b> Council discussed the results of the mid-meeting performance evaluation, as well as the results of the September 27 and June 21 Council meeting evaluations. Council agreed that completing the evaluation and discussing the results mid-meeting helped improve the quality of the meeting and want to continue with this process moving forward.</p>	
<p><b>10.0 Management Report</b> M. Willems reviewed the Management Report and it was discussed by Council.</p>	

ITEM & DISCUSSION	ACTION
<p><b>11.0 Risk Register Review</b>  M. Willems reviewed the changes made to the Risk Register. Council recommended that staff revise the format of the document so it is easier to read, update the language so it is consistent with terms used to describe other College processes and add “inadequate succession planning for College President” as a risk.</p>	
<p><b>12.0 Council Member Discussion</b></p> <p><i>In camera session pursuant to s. 7(2)(b) of the Health Professions Procedural Code, being Schedule 2 to the Regulated Health Professions Act, 1991</i></p>	<p>This item was added to discuss the strategic planning session from the day before. The discussion was held <i>in camera</i> as the session the day before was not a public session.</p> <p>MOTION that Council move <i>in Camera</i> at 2:17 p.m.</p> <p><b>Moved by: J. Regan</b>  <b>Seconded by: L. Kanji</b></p>
<p><b>13.0 Auditor Request for Proposals</b></p> <p><i>In camera session pursuant to s. 7(2)(b) of the Health Professions Procedural Code, being Schedule 2 to the Regulated Health Professions Act, 1991</i></p>	<p>MOTION to appoint Tinkham LLP as the auditors for the fiscal year 2019-2020</p> <p>MOTION that Council move out of <i>in Camera</i> session at 3:20 p.m.</p> <p><b>Moved by: M. Chartrand</b>  <b>Seconded by: D. Hennyey</b></p> <p><b>Carried</b></p>
<p><b>13.0 Information Items (Consent Agenda)</b>  September 27 2019 Council Meeting Minutes  Executive Committee Report</p>	<p>MOTION to approve the Consent Agenda.</p> <p><b>Moved by: A. Watt</b>  <b>Seconded by: K. Labrecque</b></p> <p><b>Carried</b></p>
<p><b>14.0 Council Sharing</b>  L. Kicak shared with Council her experiences from the Canadian Network for Agencies for Regulation (CNAR) conference and Courageous Governance workshop she recently attended. She noted the value of these conferences in better understanding College matters, particularly governance, and recommended that the College invite Fay Booker, one of the speakers from the governance workshop, to deliver an education session to Council if financially feasible.</p>	

ITEM & DISCUSSION	ACTION
<b>15.0 Reminders/Standing Items</b> Council was asked to delete College items from their tablets/other devices, including any that may be in a trash/recycle folder.	
<b>16.0 Adjournment</b>	Motion to adjourn at 3:30 p.m. was moved by P. Tomlin.  <b>Carried</b>

<original signed by>

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Lesia Kicak RD, President

April 21, 2020

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Date

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Jada Pierre, Recorder

April 21, 2020

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Date