



## COUNCIL MEETING MINUTES

Council Attachment 22.1

March 29, 2019 (9:30am–4:00 pm)

5775 Yonge Street, Main Floor Conference Room

### Present

Deion Weir RD-Chair  
Claudine Wilson  
Laila Kanji  
Lesia Kicak RD  
Marie-Louise Chartrand  
Shelagh Kerr  
Soliman A.F. Soliman  
Suzanne Obiorah RD  
Teresa Taillefer RD  
Trina Pearson RD  
William Franks RD

### Regrets

Diana Balicsak RD  
Roula Tzianetas RD

### Guests

Andrej Sikic – Ministry of Health and Long-Term Care  
Anne Coghlan – College of Nurses of Ontario  
Kevin McCarthy – College of Nurses of Ontario

### Staff

Melisse Willems-Registrar & Executive Director  
Barbara McIntyre-Quality Assurance Manager  
Bev Nopra-Quality Assurance Coordinator  
Carole Chatalalsingh-Practice Advisor & Policy Analyst  
Deborah Cohen – Registration Program Manager  
Diane Candiotta - Practice Advisor & Policy Analyst  
Heena Vyas-Registration Coordinator  
Ivy Marzan-Administrative Assistant, Accounting &  
Member Services  
Jada Pierre-Executive & General Office Administrative  
Assistant – Minute Taker  
Josna Aykkara - Administrative Assistant, Accounting &  
Quality Assurance Program  
Monique Poirier-Communications Manager  
Sarah Ahmed-Controller

Item & Discussion	ACTION
1.0 Call to Order	The meeting was called to order at 9:37 a.m. by D. Weir, RD – President and Chair
2.0 Approval of Agenda	MOTION to approve the agenda.  Moved by: C. Wilson Seconded by: L. Kanji  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 Draft 2019-20 Work Plans and Budget</b>  S. Ahmed presented the following to Council:</p> <ul style="list-style-type: none"> <li>• Proposed 2019-20 Budget</li> <li>• Proposed 2019-20 Work Plans</li> <li>• 2018-19 Accomplishments to date</li> </ul> <p>S. Ahmed presented the work plans and budget in a condensed format as requested by Council at the December 2018 meeting. The new format eliminates the individual program budgets and adds a column for the actual audited results from the prior fiscal year. The individual program budgets were reviewed by the Executive Committee. She also discussed the addition of \$8,500 to the budget for the cost of a legal review and reorganization of the Policy Governance Manual by a law firm. The budget was presented as recommended by the Executive Committee. The work plans were presented for information, to support Council’s decision regarding the proposed budget.</p>	<p>MOTION to approve the Draft Budget for Fiscal 2019-20.</p> <p><b>Moved by: M. Chartrand</b>  <b>Seconded by: W. Franks</b></p> <p><b>Carried</b></p>
<p><b>6.0 Presentation by the College of Nurses of Ontario on Vision 20/20 (11:00 am)</b>  A. Coghlan and K. McCarthy from the College of Nurses of Ontario presented their Governance Model Vision 20/20 to Council.</p>	
<p><b>7.0 Executive Committee Election Notice</b>  M. Willems explained the Executive Committee election process for the elections that will take place at the June Council meeting.</p>	

Item & Discussion	ACTION
<p><b>8.0 Executive Committee Vacancy Election</b>  M. Willems explained that there were two vacancies on the Executive Committee as a result of the resignation of the Vice-President, Dawn van Engelen from Council and the term expiry of public member Ruki Kondaj. Notice of these vacancies was circulated to Council prior to the meeting and the floor was opened for nominations for the following roles:</p> <ul style="list-style-type: none"> <li>• Vice-President</li> <li>• Fourth Member of the Executive Committee</li> </ul>	<p><b>Election of Vice-President</b>  D. Weir nominated L. Kicak for Vice-President. The nomination was seconded by C. Wilson, L. Kicak accepted the nomination.</p> <p>After three calls, no further nominations were received for Vice-President.</p> <p>L. Kicak was acclaimed as Vice-President of the College.</p> <p><b>Election of Fourth Member of the Executive Committee</b>  M. Chartrand nominated L. Kanji as the Fourth Member of the Executive Committee. The nomination was seconded by S. Soliman, L. Kanji accepted the nomination.</p> <p>A second call for nominations was made.</p> <p>L. Kanji nominated S. Soliman as the Fourth Member of the Executive Committee. The nomination was seconded by T. Taillefer. S. Soliman declined the nomination.</p> <p>A third call for nominations was made. No further nominations were received for the Fourth Member of the Executive Committee.</p> <p>L. Kanji was acclaimed as the Fourth Member of the Executive Committee</p>
<p><b>9.0 Reserve Fund Policy</b>  S. Ahmed explained the proposed amendments made to the draft of the Reserve Fund Policy, as requested by Council at the December 2018 meeting and reviewed by the Executive Committee. Staff are recommending that the Policy be reviewed every 3 years, unless an earlier review date is needed in the circumstances.</p>	<p>MOTION to approve the Draft Reserve Fund Policy.</p> <p><b>Moved by: T. Taillefer</b>  <b>Seconded by: M. Chartrand</b></p> <p><b>Carried</b></p>

Item & Discussion	ACTION
<p><b>10.0 Proposed By-Law Amendments</b>  Council discussed the recent term expiry of publicly-appointed Council, R. Kondaj and the impending term expiry of public member Claudine Wilson. Council also discussed that it was uncertain whether either or both of these public members would be reappointed to Council or whether any new public members would be appointed to Council in the coming months. As a result and in order to ensure that the operations of the College would be minimally impacted in the event that Council became unconstituted according to the <i>Dietetics Act, 1991</i>, Council discussed proposed amendments to By-Law 1 that would permit the Executive Committee to carry on the business of Council, save for the exceptions in the <i>Regulated Health Professions Act, 1991</i> and would allow for the incumbent Executive Committee to continue as such until Council was properly constituted and able to hold Executive Committee elections.</p>	<p>MOTION to approve to amendments to By-Law 1.</p> <p><b>Moved by: M. Chartrand</b>  <b>Seconded by: L. Kanji</b></p> <p><b>Carried</b></p>
<p><b>11.0 Proposed Registration Regulation Amendments</b>  D. Cohen reviewed the proposed amendments to the Registration Regulation based on the member and other stakeholder consultation results.</p>	<p>MOTION to approve the revised draft of the Registration Regulation as presented.</p> <p><b>Moved by: S. Soliman</b>  <b>Seconded by: C. Wilson</b></p> <p><b>Carried</b></p>
<p><b>12.0 Draft Inter-Jurisdictional Registration Requirement Position Statement</b>  D. Cohen presented the draft Position Statement: Interjurisdictional Registration Requirements which would set out the registration requirements for dietitians who are registered in a jurisdiction outside of Ontario and providing telepractice and/or in-person dietetic services to Ontario residents. The draft Position Statement reflects the previously-indicated direction of Council to require registration in those cases.</p>	<p>MOTION to approve the draft Position Statement: Interjurisdictional Registration Requirements as amended and discussed.</p> <p><b>Moved by: T. Taillefer</b>  <b>Seconded by: W. Franks</b></p> <p><b>Carried</b></p>
<p><b>13.0 Draft Code of Ethics</b>  C. Chatalalsingh presented the proposed amendments to the draft Code of Ethics based on the member consultation results.</p>	<p>MOTION to approve the proposed Code of Ethics.</p> <p><b>Moved by: W. Franks</b>  <b>Seconded by: S. Soliman</b></p> <p><b>Carried</b></p>

Item & Discussion	ACTION
<p><b>14.0 Management Report</b>  Council reviewed the Management Report. There was a request to ask the Office of the Fairness Commissioner for information on the results noted for the College in Appendix C.</p>	
<p><b>15.0 Revised Council Meeting Evaluation Form</b>  D. Weir presented the proposed new Council Meeting Evaluation Form and process for conducting the evaluation. The form will be turned into an online survey and distributed for each meeting. Council will be asked to complete the survey at the end of each Council meeting, the results will be compiled with staff and shared with the Executive Committee and Council.</p>	<p>MOTION to approve the revised Council Meeting Evaluation Form and proposed process.</p> <p><b>Moved by: S. Soliman</b>  <b>Seconded by: T. Pearson</b></p> <p><b>Carried</b></p>
<p><b>16.0 <i>In camera</i> Minutes from December 7, 2018</b>   <i>In camera</i> session pursuant to s. 7(2)(e) of the Health Professions Procedural Code, being Schedule 2 to the <i>Regulated Health Professions Act, 1991</i></p>	<p>MOTION to move <i>in camera</i> at 3:52pm.</p> <p><b>Moved by: S. Soliman</b>  <b>Seconded by: L. Kanji</b></p> <p><b>Carried</b></p>
<p><b>17.0 Registrar and Executive Director Performance Goals for 2018-19</b>   Next steps in Performance Evaluation Process   <i>In camera</i> session pursuant to s. 7(2)(d) of the Health Professions Procedural Code, being Schedule 2 to the <i>Regulated Health Professions Act, 1991</i></p>	<p>MOTION to move out of the <i>in camera</i> session at 4:21pm.</p> <p><b>Moved by: S. Kerr</b>  <b>Seconded by: L. Kanji</b></p> <p><b>Carried</b></p>
<p><b>Information Items (Consent Agenda)</b>  <b>18.0 March 29 Council Meeting Minutes</b>  <b>19.0 Executive Committee Report</b></p>	<p>MOTION to approve the Consent Agenda.</p> <p><b>Moved by: S. Kerr</b>  <b>Seconded by: S. Soliman</b></p> <p><b>Carried</b></p>
<p><b>20.0 Council Sharing</b></p>	<p>Deferred until next meeting.</p>
<p><b>21.0 Meeting Evaluators</b>  M. Chartrand  T. Taillefer</p>	<p>Deferred until next meeting.</p>
<p><b>22.0 Next Meeting Evaluators</b>  T. Pearson  L. Kanji</p>	

Item & Discussion	ACTION
23.0 Reminders/Standing Items	Deferred until next meeting.
24.0 Adjournment	Motion to adjourn at 4:22pm was moved by C. Wilson.  <b>Carried</b>

<original signed by>

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Deion Weir RD, President

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Date

<original signed by>

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Jada Pierre, Recorder

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Date