



COUNCIL MEETING MINUTES
December 4, 2020 (9:00 a.m.–4:00p.m.)
Videoconference

Present

Lesia Kicak RD-Chair
Ann Watt RD
Denis Tsang RD
Donna Hennyey RD
John Regan
Kerri LaBrecque RD
Pavel Tomilin
Ray D'Sa
Santhikumar Chandrasekharan
Teresa Taillefer RD
Trina Pearson RD

Guests

Jeff Leibel, BA, LLB, Vice President & Director,
Investment Advisor, RBC Dominion Securities
Jodi Zigelstein-Yip – Enliven HR Consulting

Staff

Melisse Willems-Registrar & Executive Director
Bev Nopra-Quality Assurance Program Coordinator
Carole Chatalalsingh- Director of Professional Practice
Deborah Cohen-Director of Registration
Diane Candiotta-Practice Advisor & Policy Analyst
Heena Vyas-Registration Coordinator & Project Lead
Ivy Marzan, Registration Administrator
Jada Pierre-Executive & General Office Administrative
Assistant-Minute Taker
Josna Aykkara-Accounting & Quality Assurance
Administrator
Lisa Dalicandro-Manager, Governance & Operations
Monique Poirier-Communications Manager
Sarah Ahmed-Director of Finance

ITEM & DISCUSSION	ACTION
<p>1.0 Call to Order Tribute to Outgoing Council Members</p> <ul style="list-style-type: none"> • Marie-Louise Chartrand • Diana Balicsak <p>L. Kicak thanked M. Chartrand and D. Balicsak for their service on Council and Committees.</p>	<p>The meeting was called to order at 9:02 a.m. by L. Kicak, President and Chair.</p>
<p>2.0 Council Meeting Survey Results: December 3, 2020 Council discussed the results of the December 3 Council meeting evaluations. It was noted that some of the discussions at the December 3, 2020 meeting extended beyond the amount of time required to address the agenda item.</p>	
<p>3.0 Review of the College's Investment Strategy-Jeff Leibel, Investment Advisor J. Leibel reviewed with Council the College's investment portfolio and strategy.</p>	

ITEM & DISCUSSION	ACTION
<p>4.0 Preparation for Budgeting Presentation S. Ahmed presented to Council a summary of the Zero-Based Budget approach practiced by CDO. The presentation consisted of various steps CDO follows to prepare the budget.</p>	
<p>5.0 The Many Roles of an RD – Presentation by College Staff D. Candiotta presented on the roles and responsibilities of Registered Dietitians, which included information about the educational background required for RDs and the different work settings that are common in the profession. It was noted that this presentation will be included in the orientation of public members going forward. The presentation was well-received by Council and they agreed that it will be an excellent addition to the orientation of public members.</p>	
<p>6.0 Consideration of Consultation Results of Draft By-law Revisions Council reviewed the consultation results from draft By-laws 1 and 2 and discussed draft revisions incorporated by staff in response to earlier Council feedback. Council identified a potential conflict of interest in overlap of the composition of the Audit Committee and the Executive Committee and decided to restructure the composition of the Audit committee so that the President and Vice-President of Council will no longer form part of the committee. Council also reduced the membership of the Audit Committee to four such that the revised composition will be: two professional and two public members of Council, with two of the members also members of the Executive Committee but not the President or Vice-President.</p>	<p>MOTION to approve By-law 1 as amended. Moved by: T. Taillefer Seconded by: D. Tsang Carried</p> <p>MOTION to approve By-law 2. Moved by: P. Tomilin Seconded by: J. Regan Carried</p>
<p>7.0 Governance Manual Revisions Council reviewed the revisions to the Governance Manual and identified further work that needed to be completed prior to final approval. Staff were directed to add the items identified as “to be completed” in the draft Governance Manual and identify which of the executive limitations should be converted into policies.</p>	

ITEM & DISCUSSION	ACTION
<p>8.0 Delegation Standard C. Chatalalsingh presented the consultation feedback on the draft Professional Practice Standard on Practising through Delegation of Controlled Acts and the proposed revisions to the standard based on the feedback.</p>	<p>MOTION to approve the proposed Professional Practice Standard: Practising through Delegation of Controlled Acts.</p> <p>Moved by: J. Regan Seconded by: T. Taillefer</p> <p>Carried</p>
<p>9.0 Report to Council on the Registrar Performance and Evaluation Process – Presentation by Jodi Zigelstein-Yip</p> <p><i>In camera session pursuant to s. 7(2)(d) of the Health Professions Procedural Code, being Schedule 2 to the Regulated Health Professions Act, 1991</i></p>	<p>MOTION that Council move <i>in Camera</i> at 1:48 pm.</p> <p>Moved by: D. Tsang Seconded by: P. Tomilin</p> <p>Carried</p> <p>MOTION to approve the report on the Registrar’s Performance and Evaluation Process.</p> <p>Moved by: P. Tomilin Seconded by: A. Watt</p> <p>Carried</p> <p>The Registrar & Executive Director then left the meeting.</p> <p>MOTION to accept the recommendation of the Registrar Performance and Compensation Review Committee on salary for the Registrar for 2020-21.</p> <p>Moved by: K. LaBrecque Seconded by: D. Tsang</p> <p>Carried</p>

ITEM & DISCUSSION	ACTION
<p>10.0 In camera Minutes from September 18, 2020</p> <p><i>In camera Minutes from September 18, 2020</i> <i>In camera session pursuant to s. 7(2)(e) of the Health Professions Procedural Code, being Schedule 2 to the Regulated Health Professions Act, 1991</i></p>	<p>MOTION to approve the <i>in camera</i> minutes of September 18, 2020.</p> <p>Moved by: D. Tsang Seconded by: K. LaBrecque</p> <p>Carried</p> <p>MOTION that Council move out of <i>in camera</i> session at 3:03 pm.</p> <p>Moved by: D. Hennyey Seconded by: A Watt</p> <p>Carried</p>
<p>11.0 Reminders/Standing Items:</p> <ul style="list-style-type: none"> • Update your tablet • Council meeting evaluation 	
<p>12.0 Adjournment</p>	<p>Motion to adjourn at 3:05 p.m. was moved by D. Hennyey.</p> <p>Carried</p>

<original signed by>

Lesia Kicak RD, President

Date

<original signed by>

Jada Pierre, Recorder

Date