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## 113<sup>th</sup> Council Meeting Hybrid

**Held at HUB 601 and via Zoom/YouTube Live Stream**  
175 Bloor Street East, North Tower, Suite 601, Toronto, ON M4W 3R8  
**Friday, December 8, 2023 – 2:30 p.m. to 4:00 p.m.**

### **MINUTES**

**Members Present:**

Lileath Claire, Public Appointee	➤ President
Garnett A. D. Pryce, Denturist	➤ Vice President
Majid Ahangaran, Denturist	
Abdelatif (Latif) Azzouz, Denturist	
Kristine Bailey, Public Appointee	
Michael Bakshy, Public Appointee	
Avneet Bhatia, Public Appointee	
Annie Chu, Denturist	
Norbert Gieger, Denturist	
Elizabeth (Beth) Gorham-Matthews, Denturist	
Aisha Hasan, Public Appointee	
Franklin Parada, Denturist	
Gaganjot Singh, Public Appointee	

**Legal Counsel:**

Rebecca Durcan, Steinecke, Maciura and LeBlanc

**Guest:**

Geoffrey Clute, Principal, Hilborn LLP

**Staff:**

Roderick Tom-Ying, Registrar and CEO  
Catherine Antrobus, Coordinator, Council and Corporate Services  
Megan Callaway, Manager, Council and Corporate Services  
Tera Goldblatt, Manager, Quality Assurance and Sexual Abuse Liaison  
Elaine Lew, Manager, Registration and Qualifying Examinations  
Catherine Mackowski, Manager, Professional Conduct

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### **1. Call to Order**

The President called the meeting to order at 2:59 p.m.

## **2. In-Camera Meeting of Council**

**MOTION:** To move the meeting in camera.

**MOVED:** N. Gieger

**SECONDED:** A. Hasan

**CARRIED**

Pursuant to section 7(2)(d) of the Health Professions Procedural Code, being Schedule 2 to the Regulated Health Professions Act, 1991, the meeting was moved in camera at 3:00 p.m. and ex camera at 3:29 p.m.

## **3. Land Acknowledgement**

We acknowledge that the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

## **4. Approval of Agenda**

**MOTION:** That the Agenda be approved as presented.

**MOVED:** G. Singh

**SECONDED:** K. Bailey

**CARRIED**

## **5. Declaration of Conflict(s)**

Comments on conflict of interest were made by Ms. Lileath Claire, Council President. The Conflict-of-Interest Register was provided and no conflicts of interest specific to the agenda were declared.

## **6. College Mission and Mandate**

The President drew Council members' attention to the College Mandate and the College Mission, which were provided.

## **7. Consent Agenda**

**MOTION:** To approve the Consent Agenda.

**MOVED:** A. Azzouz

**SECONDED:** M. Ahangaran

**CARRIED**

**8. Registrar's Report**

The Registrar provided an update on operational activities of the College which occurred since the last meeting of Council, and the Financial Report for the period of April 1 to November 15, 2023.

**9. Draft Audited Financial Statements-Year ending March 31, 2023**

Mr. Geoffrey Clute, Hilborn LLP presented the 2022-2023 draft audited financial statements and audit findings communication. Mr. Geoffrey Clute stated that they will be issuing a clean audit with no proposed corrections. No issues of note were identified during the audit. Questions were asked and addressed about certain line items, notable expenditures, reserve funds, and tax returns.

**MOTION:** To approve the 2022-2023 draft audited financial statements.

**MOVED:** K. Bailey

**SECONDED:** F. Parada

**CARRIED**

**MOTION:** To appoint Hilborn LLP as the Auditor for 2023-2024.

**MOVED:** N. Gieger

**SECONDED:** M. Ahangaran

**CARRIED**

**10. Annual Report**

The Registrar introduced the draft Annual Report for 2022-2023.

**MOTION:** To approve the draft annual report for 2022-2023.

**MOVED:** G. Pryce

**SECONDED:** G. Singh

**CARRIED**

**11. Fees for Inactive & Emergency Class of Registration**

The Registrar presented the proposed fees for the new emergency class of registration. A consultation period was conducted with one item of feedback. The emergency class of registration is required via regulation. Background information on the details of the class were shared. The proposed application fee is \$150 with a renewal fee of \$0. These fees were chosen because they are believed to be equitable relative to the clinical supervision policy pathway and the chance of an emergency lasting two years or longer to be very low. Fees for 26 other health regulators were researched and CDO's proposed fees are in line with the majority of the other regulators.

The topic was opened for discussion. Questions were raised and answered regarding revenue impact and the potential for future changes in the event of an emergency situation.

**MOTION:** To approve the by-law amendments as presented for updating schedule 7 - Fee Schedule.

**MOVED:** N. Gieger

**SECONDED:** A. Bhatia

**CARRIED**

## **12. 2024-2025 Renewal Fees**

The Registrar introduced potential 2024-2025 renewal fee options and budget scenarios. A draft budget was used to estimate the fees to cover budgeted items appropriately. Some key parts of the budget, including interest rate impact, leases, vendor costs, and professional development, were discussed.

The current fees as set in the by-laws are \$1,900/year. Net income was projected for proposed fees of \$1,700, \$1,800, and \$1,900/year for 2024-2025. The discussion was opened for commentary. Several members expressed support for the \$200/year reduction in fees. It was noted that this is not a permanent fee reduction but there is potential to change the fees permanently in the future.

**MOTION:** To adopt a one-time fee reduction of \$200.00 for the 2024-2025 renewal year.

**MOVED:** N. Gieger

**SECONDED:** A. Chu

**CARRIED**

## **13. Chief Examiner Selection**

The Chair of the Chief Examiner Selection Committee presented information on the selection process and their proposed candidate for appointment. The committee recommended appointing Mr. Robert Velensky as the Chief Examiner for a three-year term.

The role of Deputy Chief Examiner was discussed by the committee and a formal recommendation was made to Council to explore the creation of this new role.

**MOTION:** To approve and appoint the selection committee's chosen candidate, Mr. Robert Velensky, as Chief Examiner for a 3-year term ending February 2027.

**MOVED:** N. Gieger

**SECONDED:** M. Ahangaran

**CARRIED**

## **14. Other Business**

No other business was raised.

**15. Next Meeting Date(s)**

The following proposed meeting dates for 2024 were provided and it was noted that the 114<sup>th</sup> Council Meeting will be held virtually (via Zoom/YouTube Live Stream):

- 114<sup>th</sup> Council Meeting – Friday, March 8, 2024
- 115<sup>th</sup> Council Meeting – Friday, June 14, 2024
- 116<sup>th</sup> Council Meeting – Friday, September 27, 2024
- CNAR 2024 Conference (Ottawa) – October 7-9, 2024
- 117<sup>th</sup> Council Meeting – Friday, December 13, 2024

**16. Adjournment**

**MOTION:** That the meeting be adjourned.

**MOVED:** N. Gieger

**SECONDED:** F. Parada

**CARRIED**

The meeting was adjourned at 5:47 p.m.



Lileath Claire  
President

June 27, 2024

Date



Roderick Tom-Ying  
Registrar and CEO

June 17, 2024

Date