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## 110<sup>th</sup> Council Meeting Teleconference

Held via Zoom

Friday, December 9, 2022 – 10:00 a.m. to 2:00 p.m.

### MINUTES

Members Present:

Lileath Claire	➤ President
Kristine Bailey	➤ Vice President
Abdelatif Azzouz	
Norbert Gieger	
Elizabeth Gorham-Matthews	
Aisha Hasan	
Paul Karolidis	
Garnett A. D. Pryce	
Christopher Reis	
Gaganjot Singh	
Joseph Whang	

Regrets:

Avneet Bhatia  
Adam-Christian Mazzuca

Absent:

Michael Bakshy

Guests:

Geoffrey Clute, Hilborn LLP  
Ahmad Mozaffari, Steinecke, Maciura and LeBlanc

Legal Counsel:

Rebecca Durcan, Steinecke, Maciura and LeBlanc

Staff:

Roderick Tom-Ying, Registrar and CEO  
Megan Callaway, Manager, Council and Corporate Services  
Tera Goldblatt, Manager, Quality Assurance & 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 10:02 a.m.

The President acknowledged 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. It was also acknowledged that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

## **2. Approval of Agenda**

**MOTION:** To approve the agenda as presented.

**MOVED:** A. Azzouz

**SECONDED:** K. Bailey

**CARRIED**

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

Comments on conflict of interest were made by Ms. Rebecca Durcan, College Counsel. No conflicts of interest were declared.

## **4. College Mandate**

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

## **5. In Camera Meeting of Council**

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

**MOVED:** N. Gieger

**SECONDED:** G. Singh

**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 moved in camera at 10:07 a.m. and ex camera at 10:20 a.m.

**MOTION:** That the Council of the College of Denturists of Ontario hereby appoints Roderick Tom-Ying as Registrar and CEO of the College pursuant to section 9(2) of the *Health Professions Procedural Code*, being Schedule 2 to the *Regulated Health Professions Act, 1991*, effective December 9, 2022.

**MOVED:** N. Gieger

**SECONDED:** G. Singh

**CARRIED**

## 6. Consent Agenda

It was requested that the Registrar's Report and all financial reports be removed from the Consent Agenda for this meeting and going forward.

**MOTION:** To approve the Consent Agenda except for items 6.13-6.16.

**MOVED:** E. Gorham-Matthews

**SECONDED:** A. Azzouz

**CARRIED**

The Registrar presented item 6.13: Registrar's Report. A suggestion was raised that, in light of Ms. Tera Goldblatt's new role as Manager of Quality Assurance and the Sexual Abuse Liaison, incorporating Patient Relations into the Quality Assurance Committee be considered. It was reported that the Patient Relations Committee is a Statutory Committee under the *Health Professions Procedural Code*, and that it must exist. Ms. Rebecca Durcan provided comments on the mandate and role of the Patient Relations Committee.

The Registrar presented items 6.14-6.16: Financial Report, Statement of Operations, and Strategic Initiatives Budget for April 1, 2022 to October 31, 2022.

**MOTION:** To approve Items 6.13-6.16.

**MOVED:** K. Bailey

**SECONDED:** A. Azzouz

**CARRIED**

## 7. Draft Audited Financial Statements

Mr. Geoffrey Clute, Hilborn LLP presented the 2021-2022 draft audited financial statements and audit findings communication. A recommendation to align the Registration Year with the Fiscal Year was noted.

**MOTION:** To approve the 2021-2022 draft audited financial statements.

**MOVED:** N. Gieger

**SECONDED:** G. Pryce

**CARRIED**

**MOTION:** To appoint Hilborn LLP as the Auditor for 2022-2023.

**MOVED:** E. Gorham-Matthews

**SECONDED:** J. Whang

**CARRIED**

**8. Overview of the Discipline Process Guidelines**

Mr. Ahmad Mozaffari, Steinecke, Maciura and LeBlanc presented the draft Overview of the Discipline Hearings Process Guidelines, which were developed to supplement the Discipline Hearings Rules of Procedure and provide members with further clarity on the hearings process in plain language.

A suggestion to provide this document in other languages as the need may arise was noted. It was also proposed that the Guidelines be sent to the associations as part of the communications plan and provided to members early in the discipline process.

**MOTION:** To approve the draft guidelines as presented.

**MOVED:** A. Azzouz

**SECONDED:** J. Whang

**CARRIED**

**9. 2022-2023 Renewal Fees**

The Registrar presented a summary of the renewal fees set by Council over the past several years alongside the College's net income amount, as well as budget assumptions and analysis for 2023-2024. It was noted that the option to pay the Registration renewal fee in two installments would be provided again for 2023-2024.

A scheduled 30-minute break for lunch was held from 12:00 to 12:30 p.m.

Possible temporary and permanent fee reductions were discussed and deliberated. Council members were polled, and the majority were in support of a fee reduction in the amount of \$200, and of the fee reduction being temporary.

**MOTION:** To approve a fee reduction of \$200 for the 2023-2024 renewal year.

**MOVED:** J. Whang

**SECONDED:** P. Karolidis

**CARRIED**

**10. Annual Report**

The Manager, Council & Corporate Services introduced the draft Annual Report for 2021-2022, and the Past President provided comments on the reporting period.

**MOTION:** To approve the draft Annual Report for 2021-2022 as presented.

**MOVED:** N. Gieger

**SECONDED:** E. Gorham-Matthews

**CARRIED****11. Timely Registration Decision**

The Registrar presented registration requirements that will come into force on January 1, 2023 as a result of Bill 106, the *Pandemic and Emergency Preparedness Act*, 2022, including specific prescribed timelines for the College's Registrar when reviewing completed Certificate of Registration (licensure) applications. This item was presented for information, and it was noted that the College currently meets or exceeds the prescribed timelines.

**12. Language Proficiency Requirements Revised Policy**

The Registrar presented proposed amendments to the College's current Language Proficiency Requirements Policy to include two new language proficiency tests that are approved and used by Immigration, Refugees and Citizenship Canada (IRCC). These amendments are necessitated by the registration requirements that will come into force on January 1, 2023 as a result of Bill 106, the *Pandemic and Emergency Preparedness Act*, 2022, and were considered and approved by the Registration Committee on November 10, 2022.

**MOTION:** To adopt the proposed amendments to the Language Proficiency Requirements Policy as brought forward by the Registration Committee.

**MOVED:** N. Gieger

**SECONDED:** G. Singh

**CARRIED****13. Personal Information Privacy Policy**

Ms. Rebecca Durcan, College Counsel introduced the draft Personal Information Privacy Policy and provided background on the Policy's purpose and development. It was noted that it is within the Registrar's role to determine who will serve as the Information Officer.

**MOTION:** To approve the Personal Information Privacy Policy as presented.

**MOVED:** A. Hasan

**SECONDED:** G. Pryce

**CARRIED****14. Other Business**

No other business was raised.

**15. Next Meeting Dates**

The following proposed meeting dates for 2023 were provided:

- 111<sup>th</sup> Council Meeting – March 10, 2023
- 112<sup>th</sup> Council Meeting – June 9, 2023
- 113<sup>th</sup> Council Meeting – September 22, 2023

- 114<sup>th</sup> Council Meeting – December 8, 2023

## 16. *In Camera* Meeting of Council

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

**MOVED:** P. Karolidis

**SECONDED:** A. Azzouz

**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 moved in camera at 1:41 p.m. and ex camera at 3:04 p.m. The YouTube livestream ended at 1:40 p.m.

## 17. Adjournment

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

**MOVED:** A. Azzouz

**SECONDED:** A. Hasan

**CARRIED**

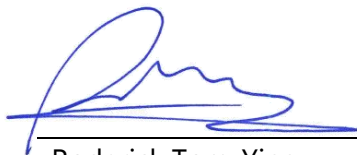
The meeting was adjourned at 3:05 p.m.



Lileath Claire  
President

March 13, 2023

Date



Roderick Tom-Ying  
Registrar and CEO

March 13, 2023

Date