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**MINUTES OF THE COLLEGE OF CHIROPRACTORS OF ONTARIO'S
COUNCIL MEETING
HELD THURSDAY, NOVEMBER 23, 2023
59 HAYDEN ST, SUITE 800, TORONTO, ONTARIO AND VIRTUALLY BY TEAMS**

PRESENT:

Dr. Sarah Green, President and Meeting Chair
 Dr. Dennis Mizel, Vice President
 Mr. Shawn Southern, Treasurer, effective 10:00 a.m./elected during the meeting
 Ms Anuli Ausbeth-Ajagu (attended via Teams)
 Mr. Robert Chopowick
 Mr. Gagandeep Dhanda
 Dr. Michael Gauthier
 Dr. Jarrod Goldin
 Dr. Colin Goudreau
 Dr. Kyle Grice
 Dr. Paul Groulx
 Ms Zoe Kariunas
 Dr. Angelo Santin
 Mr. Scott Stewart (attended via Teams)
 Dr. Julia Viscomi

REGRETS:

None

ABSENT:

None

STAFF:

Mr. Joel Friedman, Deputy Registrar
 Ms Jo-Ann Willson, Registrar and General Counsel

MINUTE-TAKER:

Mrs. Beth Ann Kenny, Recording Secretary

CALL TO ORDER AND WELCOME

Dr. Green called the meeting to order at 8:31 a.m. EDT, noting the meeting was hybrid in nature with the majority of Council members attending in person.

Council members who were attending virtually were asked to keep their cameras on and to ensure they could be heard and seen and to alert Mr. Friedman and Mrs. Kenny if they needed to leave the meeting or if they had technical issues. Additionally, those Council members could be asked to declare votes verbally if needed.

Dr. Green confirmed that Council meetings are open to the public unless Council moves in camera pursuant to the provisions of the *RHPA*.

Council members were reminded that they are to be familiar with and comply with CCO's rules of order, serving as their own parliamentarian. If needed, Dr. Green would serve in that role.

Dr. Green also shared that Dr. Mizel would assist the Chair as needed with maintaining a speakers list.

LAND ACKNOWLEDGEMENT

Ms Kariunas offered the Land Acknowledgement, recognizing the lands on which the College was situated.

1. CONSENT AGENDA

The consent agenda was presented for approval.

MOTION moved by Dr. Goudreau/seconded by Mr. Dhanda

To approve the consent agenda as circulated:

- 1.1 Fitness to Practise Committee Report**
- 1.2 Inquiries, Complaints, and Reports Committee (ICRC) Report**
 - 1.2.1 HPARB decision dated September 19, 2023 re. DC and JM, DC**
- 1.3 Patient Relations Committee Report**
- 1.4 Registration Committee Report**
 - 1.4.1 Memo dated October 16, 2023 re: Update on the OFC's Risk-Informed compliance Framework**
 - 1.4.2 OFC Newsletter dated October 2023**
 - 1.4.3 Memo dated November 6, 2023 re: Launch of the OFC's Updated Risk-informed Compliance Framework**
- 1.5 Advertising Committee Report**
- 1.6 Discipline Committee Report**
 - 1.6.1 Resolution Agreement re: Dr. Gary Schoutsen dated November 2, 2023 (decision pending)**
 - 1.6.2 CCO v Dr. Samira Ramy decision received November 10, 2023**
 - 1.6.3 CCO v Dr. Brian Moore decision received November 9, 2023**
 - 1.6.4 Information re: HPRO discipline training**

CARRIED UNANIMOUSLY.

2. MAIN AND SUPPLEMENTARY AGENDA

The meeting's agenda and supplementary agendas were presented for approval.

MOTION moved by Dr. Santin/seconded by Dr. Viscomi

To approve the main agenda and supplementary agenda package #1, distributed Friday, November 17th and supplementary agenda #2, distributed Wednesday, November 22nd, as circulated

CARRIED UNANIMOUSLY.

2.1 Conflicts of Interest

As noted on the agenda, Council members were advised that any real or perceived conflicts of interest could be raised during the meeting as the agenda item arises and that any standing conflicts of interest did not need to be declared at every meeting. Council members would need to leave the room and not participate in discussion when they were in real or perceived conflict on any item, including during the discussion on whether there is a conflict of interest.

No conflicts were declared.

3. ADOPTION OF MINUTES

Council members were reminded that they should only make motions or vote to approve meeting minutes for those meetings in which they were in attendance. A call was made for motions to approve the most recent Council meeting minutes.

3.1 Council Minutes of September 8, 2023 (draft)

MOTION moved by Dr. Goldin/seconded by Ms Kariunas
To approve the September 8, 2023, Council Meeting Minutes as circulated
CARRIED UNANIMOUSLY.

3.2 Council Minutes (In Camera) of September 8, 2023 (draft)

MOTION moved by Dr. Gauthier/ seconded by Dr. Mizel
To approve September 8, 2023, In Camera Council Meeting Minutes as circulated
CARRIED UNANIMOUSLY.

3.3 Council Strategic Planning/Topic Specific Council Meeting Summary Notes (in camera) of September 9 & 10, 2023

MOTION moved by Dr. Southern/ seconded by Dr. Viscomi
To approve the Strategic Planning/Topic Specific Council Meeting Summary Notes (in camera) of September 9 & 10, 2023, as circulated
CARRIED UNANIMOUSLY.

4. COMMITTEE REPORTS

4.1 Executive Committee Report

4.1.1 Confidential Minutes of October 27, 2023 (draft, subject to approval)

It was shared that the Executive Committee met twice since the last Council meeting, on October 27 and November 21, 2023, and it was confirmed that the minutes from the November 21st meeting would be included in the next confidential Council meeting material.

4.1.2 Order in Council dated September 7, 2023 re: Robert Chopowick + confidential information re: background

4.1.3 Correspondence dated September 18, 2023 to Mr. Chopowick from Ms Willson

4.1.4 Memo dated October 30, 2023 to Council re: revocation of Mr. de Domenico

4.1.5 Memo dated November 6, 2023 re: filling committee vacancies on an interim basis

Mr. Robert Chopowick, the most recently appointed public member was welcomed to Council. Introductions were made.

It was shared that, at its November 21st meeting, the Executive Committee confirmed new appointments for Committee positions that needed to be filled due to the departure of public member Mr. De Domenico in October. These included the following:

- Mr. Stewart appointed to the Executive Committee
- Mr. Chopowick appointed to the Discipline and Registration Committees

The need for a replacement for the role of Treasurer was raised.

MOTION moved by Dr. Mizel/seconded by Dr. Groulx
To nominate Mr. Shawn Southern for the position of Treasurer
CARRIED.

Mr. Southern accepted the nomination and Ms Willson conducted the election process, calling three times for any additional nominations.

MOTION moved by Dr. Goldin/seconded by Dr. Mizel
To close nominations for the position of Treasurer
CARRIED.

Mr. Southern was acclaimed as CCO's new Treasurer and was thanked for his willingness to serve in that position. He is in the process of obtaining a criminal records check.

Move In Camera

MOTION moved by Mr. Groulx/seconded by Dr. Gauthier
To move in camera
CARRIED UNANIMOUSLY.

Move Out of Camera and Ratify Decisions Made In Camera

MOTION moved by Mr. Southern/seconded by Ms Ausbeth-Ajagu
To move out of the in camera session and ratify all decisions made during the in camera session
CARRIED UNANIMOUSLY.

Review of By-laws and Feedback

By-laws

4.1.39 President's Message dated September 19, 2023 with draft by-laws attached

4.1.40 Statistics from Constant Contact

4.1.41 Summary feedback charts as of October 25, 2023

4.1.42 Further feedback from individual members

- 4.1.43 Other by-law amendments - Discipline Committee**
- 4.1.44 Comprehensive List of By-laws to be approved**
- 4.1.45 Extract from RHPA re: by-laws requiring circulation**
- 4.1.46 E-mail dated September 14, 2023 from Doug Ford, Premier re: 2022 Annual Report**

Council members were reminded that the deadline for feedback on by-laws, which were circulated with the President's message on September 19, 2023, was November 19, 2023. The Executive Committee met on November 21st to consider that feedback and recommendations were sent to Council on November 22, 2023.

Motions were requested to approve those recommendations.

MOTION moved by Dr. Mizel/seconded by Ms Kariunas

That Council approve the amendments to the by-laws relating to ensuring gender neutral language

CARRIED UNANIMOUSLY.

MOTION moved by Dr. Groulx/seconded by Mr. Southern

That Council approve the amendments to the by-laws correcting minor inconsistencies and improving clarity consistent with legal advice

CARRIED UNANIMOUSLY.

MOTION moved by Dr. Santin/seconded by Dr. Grice

That Council approve amendments to By-law 11.12 to make it clear that Council can appoint individuals to all committees with the exception of the Executive Committee, i.e., removing Discipline Committee from the By-law

CARRIED UNANIMOUSLY.

MOTION moved by Dr. Mizel/seconded by Dr. Goudreau

That Council approve amendments to By-law 13: Fees identifying the fee for an application for an emergency certificate of registration and specified continuing education or remediation program (SCERP)

CARRIED UNANIMOUSLY.

Council was advised that the Executive Committee had agreed to defer any further recommendations for decisions relating to the remainder of proposed by-law changes to allow the Executive Committee to thoroughly review the feedback from the by-law circulation process.

March 2024 Elections

- 4.1.47 2024 Notice of Election and Nomination Guide for Elections to Districts 1, 4 and 5**
- 4.1.48 Election Nomination Paper dated January 2024**
- 4.1.49 Undertaking to the CCO Registrar from Candidate dated January 2024**
- 4.1.50 Undertaking to the CCO Registrar from Candidate dated January 2023**

Dr. Mizel, Dr. Santin, and Dr. Viscomi declared conflicts of interest and they left the room.

The draft election documents were reviewed, and it was noted that these are distributed to CCO members in January of each year.

MOTION moved by Dr. Goldin/seconded by Dr. Gauthier

That Council approve the 2024 Notice of Election and Nomination Guide for Elections to Districts 1, 4 and 5, as circulated

CARRIED UNANIMOUSLY.

MOTION moved by Mr. Southern/seconded by Mr. Stewart

That Council approve the Election Nomination Paper dated January 2024, as circulated
CARRIED UNANIMOUSLY.

MOTION moved by Dr. Grice/seconded by Dr. Goldin

That Council approve the Undertaking to CCO Registrar from Candidate dated January 2024, as circulated

CARRIED UNANIMOUSLY.

Dr. Mizel, Dr. Santin, and Dr. Viscomi returned to the meeting.

Ministry of Health

College Performance Measurement Framework (CPMF)

It was shared that the Ministry's list of the commendable practices identified from the most recent CPMF reports was due for release (not yet received).

Additionally, it was noted that Council is encouraged to raise any issues they might have related to CCO's DEI plan, which is reported on each year in the CPMF. The DEI Officers' work to progress the plan was recognized.

Received for information:

4.1.51 CCO's Updated CPMF Report – 2023

4.1.52 CPMF Action Plan - 2023

4.1.53 Key Performance Indicators (approved November 25, 2021)

4.1.54 Progress Report re: DEI Plan dated June 12, 2023

4.1.55 DEI Audit and Recommendations (approved April 20, 2022)

Follow Up from Strategic Planning/Topic Specific Meetings September 9, 10, 2023

It was confirmed that Council would be further addressing issues from the September strategic planning session at its meeting on November 24th.

It was noted that CCO's mission, vision and objectives are published on its website and those could be considered for reevaluation at the 2024 strategic planning session.

Received for information:

4.1.56 Slide deck of Ms Deanna Williams presented September 9, 2023 entitled "Evaluating Council Performance and Effectiveness"

- 4.1.57 Slide deck of Ms Rebecca Durcan presented September 9, 2023 entitled “Commendable Practices and Moving the CPMF forward”
- 4.1.58 Slide deck of Mr. Boyd Neil and Mr. Chris Winsor presented September 10, 2023 entitled “Communications Review Summary/Discussion”
- 4.1.59 Draft Communications Review Report dated September 10, 2023

Other Chiropractic/Health Related Stakeholders

Ontario Chiropractic Association (OCA)

Received for information:

- 4.1.60 Simplifying Access to Care for chiropractic Patients – 2023 Pre- Budget Submission (February 14, 2023)
- 4.1.61 Correspondence dated March 6, 2023 re: OCA Scope of Practice Proposal
- 4.1.62 Information dated November 4, 2023 re: voting for OCA’s Board of Directors

Federation of Canadian Chiropractic (FCC)

Received for information:

- 4.1.63 Competency Profile for Chiropractic Specialists in Canada dated October 5, 2023
- 4.1.64 Information re: CCEC Revised Standards dated October 10, 2023

Canadian Memorial Chiropractic College (CMCC)

Received for information:

- 4.1.65 Communication dated September 14, 2023 to Ms Willson from Dr. Starmer re: Presentation on August 25, 2023

Canadian Chiropractic Examining Board

Received for information:

- 4.1.66 Communication dated October 25, 2023 re: CCEB website facelift and exam changes

Canadian Chiropractic Guideline Initiative (CCGI)

Received for information:

- 4.1.67 CCGI Update Report for May to September 2023

Canadian Chiropractic Association

Received for information:

- 4.1.68 Information re: CCA National Convention and Tradeshow April 19 – 20, 2024
- 4.1.69 Exchange of communication dated October 2024 re: Special Authorization

Canadian Chiropractic Protective Association

Received for information:

4.1.70 Correspondence dated November 3, 2024 to Dr. Wright from Ms Willson

National Board of Chiropractic Examiners

Received for information:

4.1.71 Update dated September 19, 2023

Health Profession Regulators of Ontario (HPRO)

HPRO's discipline orientation and governance training sessions were raised as recommended for all Council members.

Mrs. Kenny provided a brief update on HPRO's identification of government relations as a strategic priority for the organization.

Received for information:

4.1.72 "As of Right" Guidance Document dated September 1, 2023

4.1.73 Announcement re: Discipline Orientation Workshops – Basic (November 3) and Advanced (November 20)

4.1.74 Meeting agenda for October 5, 2023

4.1.75 Legislative Updates for August, September and October 2023

4.1.76 Legislative Update for September 2023

4.1.77 Legislative Update for October 2023

Animal Chiropractic

It was shared that a joint meeting of CCO, the College of Veterinarians of Ontario, Ontario Veterinary Association and OCA is being planned related to the provision of animal chiropractic care. CCO's involvement includes the sharing of information related to CCO's standards as well as data as consented to be released by CCO members who are providing chiropractic care to animals.

Received for information:

4.1.78 Communication dated October 16, 2023 between Ms Willson and Mr. Robert Blenkinsop from the Ontario Ministry of Agriculture, Food and Rural Affairs

4.1.79 Correspondence, Survey and Links dated October 19, 2023 from CCO to Members who Provide Chiropractic Care of Animals

4.1.80 Results of Survey from distribution

4.1.81 Communication exchange with Mr. Blenkinsop dated October 26, 2023 re: survey results

4.1.82 Information request dated October 11, 2023 from OCA

Additional work of the Executive Committee was raised related to the Advertising Committee, ensuring there is no duplication of efforts between the Advertising Committee and the Quality Assurance Committee.

Thanks were extended to all Council members and staff for their commitment and enthusiasm as they work to regulate chiropractors in the public interest.

MOTION moved by Dr. Gauthier/seconded by Dr. Goldin
 To accept the Executive Committee Report as presented
 CARRIED UNANIMOUSLY.

4.2 Quality Assurance Committee Report

Dr. Groulx, Chair of the Quality Assurance Committee, presented his report.

4.2.1 G-015: Virtual Care (draft)

4.2.2 G-014: Delegation, Assignment and Referral of Care (draft)

4.2.3 G-014: Delegation, Assignment and Referral of Care (current)

4.2.4 S-006: Ordering, Taking and Interpreting Radiographs (draft)

4.2.5 S-006: Ordering, Taking and Interpreting Radiographs (current)

Recommendations on guidelines and standards were brought forward for approval.

MOTION moved by Dr. Groulx/seconded by Mr. Southern
 To approve Guideline G-015: Virtual Care
 CARRIED UNANIMOUSLY.

MOTION moved by Dr. Groulx/seconded by Dr. Grice
 To approve amendments to G-014: Delegation, Assignment and Referral of Care
 CARRIED.

It was shared that it would be the chiropractor's responsibility to confirm that a task that falls into G-014 is being carried out at the same level of proficiency as the chiropractor would provide and that other standards are in place to further support the implementation of this guideline.

MOTION moved by Dr. Groulx/seconded by Mr. Dhanda
 To approve minor changes to S-006: Ordering, Taking and Interpreting Radiographs
 CARRIED UNANIMOUSLY.

It was confirmed that the changes approved by Council do not prohibit chiropractors from asking relevant questions about age or gender but that the collection of that information is not required.

MOTION moved by Dr. Groulx/seconded by Ms Kariunas
 That Council accept the Quality Assurance Committee Report as presented
 CARRIED UNANIMOUSLY.

5. NEW BUSINESS

No new business was raised.

6. FYI

Chiropractic Related Information

Received for information:

- 6.1 **CBC article dated October 1, 2023 entitled “Canada stopped checking kids’ spines years ago. Why experts say screening should come back”**
- 6.2 **Secretary Immunoglobulin A and Upper Cervical Chiropractic: A Preliminary Prospective, Multicenter, Observational Study (2021)**

College of Dental Hygienists of Ontario

Received for information:

- 6.3 **Notification dated September 26, 2023 entitled “CDHO Council rescinds Standard of Authorization to Self- Initiate”**

College of Physicians and Surgeons of Ontario

Received for information:

- 6.4 **Reasonable and Probable Grounds Test in Appointing Investigators in the Regulatory Context – Kustka v CPSO**

College of Psychologists of Ontario

Received for information:

- 6.5 **ABA Regulation: Notice of Upcoming Information Sessions for Stakeholders**
- 6.6 **Notice of Motion for Leave to Appeal – Peterson v College of Psychologist of Ontario**

College of Nurses of Ontario

Received for information:

- 6.7 **Paul Hirtle and CNO (February 23, 2022) 24**

College of Registered Nurses of Alberta

Received for information:

- 6.8 **Social Media and e-Professionalism: Guidelines for Nurses (March 2021)**
- 6.9 **Globe and Mail article dated October 31, 2023 entitled CPA Ontario imposes \$1.59 million in penalties on Deloitte after firm admits audit work was backdated**
- 6.10 **Communication from Ashley Myers re: AODA Reporting deadline – December 31, 2023**
- 6.11 **Grey Areas (September/October/November 2023)**
- 6.12 **Council Members Terms (dated November 9, 2023)**

DATE AND TIME OF MEETINGS

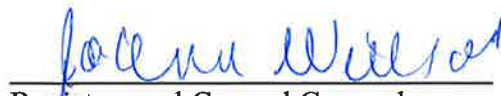
See Appendix A for Executive Committee and Council meeting dates.

ADJOURNMENT

With the agenda completed, the meeting was adjourned at the call of the Chair at 11:05 a.m.



President



Registrar and General Counsel

APPENDIX A – DATE AND TIME OF MEETINGS
Executive Committee Meeting Dates to December 2024

Year	Date	Time	Event	Location
2024	Friday, January 26	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Friday, March 22	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Friday, May 24	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Friday, August 16	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Friday, October 25	8:30 a.m. – 1:00 p.m.	Meeting	CCO

Council Meeting Dates to December 2024

Year	Date	Time	Event	Location
2023	Friday, November 24	8:30 a.m. – 11:30 a.m.	Training/Topic Specific Meeting	
	Friday, November 24	6:00 p.m. – 9:00 p.m.	Holiday Party	Stratus Restaurant ¹
	Tuesday, December 12	Noon – 2:00 p.m.	President/Staff Luncheon	Auberge de Pommier ²
2024	Friday, February 23	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Tuesday, April 16	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Wednesday, April 17	8:30 a.m. – 1:00 p.m.	Meeting (Elections)	CCO
	Thursday, June 20	6:00 p.m.	Presidents' Dinner ³	Mortons ⁴

¹ Stratus Restaurant, Penthouse Level, TD South Tower, 79 Wellington Street West, Toronto ON M5K 1B1
www.stratusrestaurant.com

² Auberge du Pommier-4150 Yonge Street, North York ON M2P 2C6
www.aubergedupommier.com

³ For current and former BDC and CCO Presidents.

⁴ Morton's Steakhouse, 4 Avenue Road, Toronto ON M5R 2E8
www.mortons.com

Year	Date	Time	Event	Location
	Friday, June 14	8:30 a.m. – 1:00 p.m.	Meeting	CCO
	Friday, June 14	6:00 p.m. – 9:00 p.m.	AGM	The Royal Sonesta, Toronto, Yorkville ⁵
	Friday, September 13	1:00 p.m. – 4:30 p.m.	Meeting	Millcroft Inn and Spa ⁶
	Saturday, September 14	8:30 a.m. – 4:30 p.m.	Strategic Planning/Topic Specific Meeting	Millcroft Inn and Spa
	Sunday, September 15	8:30 a.m. – 11:30 a.m.	Strategic Planning/Topic Specific Meeting	Millcroft Inn and Spa
	Thursday, November 28	8:30 a.m. – 1:00 p.m.	Meeting (budget)	CCO
	Friday, November 29	8:30 a.m. – 11:30 a.m.	Training/Topic Specific Meeting	CCO
	Friday, November 29	6:00 p.m. – 9:00 p.m.	Holiday Party	TBD

⁵ The Royal Sonesta, Toronto, Yorkville, 220 Bloor Street West, Toronto, Ontario M5S 1T8
https://www.sonesta.com/royal-sonesta/on/toronto/yorkville-royal-sonesta-hotel-toronto?utm_source=GMB&utm_medium=Organic&utm_campaign=Organic_GMB&utm_id=GMB

⁶ Millcroft Inn and Spa, 55 John Street, Alton, Ontario, L7K 0C4
519-941-8111
1-800-383-3976

[Millcroft Inn & Spa | Spa Retreat in the Hills of Caledon, ON \(vintage-hotels.com\)](https://www.millcroftinn.com/)