



Council Meeting #120
March 17, 2023
Westin Edmonton Downtown

IN ATTENDANCE

Kim Maximchuk, DD (Chair)
Michael Galye, DD
Tim Kohlen, DD
Karen Smith, DD
Joe Gagliardi, Public Member
Lora Mattie, Public Member (pm)

Dacia Richmond, Executive Director & Registrar
Andrea Thorrougood, Regulatory and Corporate
Services Coordinator

Guest:
Preet Sandhu, Gallo LLP

Regrets:
Ian McCormack, Strategic Steps, Inc.
Andrea Snow, Complaints Director

1 Call to Order

Kim Maximchuk, Council Chair, called the meeting to order at 8:42 a.m.

1.1 Approval of the agenda

Motion: To approve the agenda.

Moved by: Mike Gayle
Seconded by: Joe Gagliardi
Carried

1.2 Approval of #119 - November 18, 2022, meeting minutes

Motion: Moved to approve the November 18, 2022, meeting minutes.

Moved by: Tim Kohlen
Seconded by: Joe Gagliardi
Carried

1.3 Conflict of interest

No conflicts of interest were declared.

2 New Business

2.1 Strategic Plan

The final draft of the Strategic Plan, initialized in May 2022, was to be presented to Council by Strategic Steps Inc. Unfortunately, they were unable to attend the meeting due to unforeseen circumstances. Council discussed some amendments and decided to table the decision to approve the strategic plan until it can be reviewed with Strategic Steps Inc.

Tabled

2.2 Email Vote Ratifications

Two email votes were completed in January 2023 due to timing and the inability to find a time that all Council members could attend a meeting.

1. **Motion:** to approve the 2023 College of Alberta Denturists budget, as presented.
Moved by: Lora Mattie
Seconded by: Mike Galye
Carried with one against (Tim Kohlen)
2. **Motion:** to approve the amended CCP Rules as presented with an implementation date of March 31, 2023.
Moved by: Lora Mattie
Seconded by: Mike Galye
Carried

Motion: To ratify the approval of the 2023 budget and amended CCP Rules.

Moved by: Karen Smith
Seconded by: Joe Gagliardi
Carried

2.3 Land acknowledgment

Council discussed the use of land acknowledgement at College meetings/events. This included conversation about what type of meetings are being conducted.

Motion: to not use the land acknowledgment outside Council and committee meetings.

Moved by: Mike Galye
Seconded by: Tim Kohlen
Motion Defeated

Motion: to use the land acknowledgment in public facing meetings, but for council and committee meetings it will not be used.

Moved by: Lora Mattie
Seconded by: Karen Smith
Carried with two against (Mike Galye and Tim Kohlen)

2.4 CRA Audit

In December 2022, the College received a Notice of Audit from the Canada Revenue Agency (CRA). The subject of this audit was income tax returns for the periods from January 1, 2018 to December 31, 2018, and January 1, 2019 to December 31, 2019.

Upon communication with CRA from Gallo LLP and management, confirmation was received in February that College of Alberta Denturists is exempt from such audit and the file was closed.

2.5 Financial Reporting

Management presented reporting to Council on the first two months of 2023.

2.6 Financial Audit 2022

Preet Sandhu, Gallo LLP, presented the Independent Auditor's Report.

Council had some formatting requests to better illustrate the College's cash flow. The document is to be amended and distributed to Council via email for vote.

Motion: to move \$225,000 from the unrestricted fund to the restricted operational reserve fund.

Moved by: Joe Gagliardi

Seconded by: Karen Smith

Carried

2.7 Professional Conduct Reporting

Council reviewed the Complaint Director's briefing note for 2022 as well as an update on the 2023 year to date. Council appreciated this information and ask for the Complaints Director's attendance at meetings to discuss this (she was unavailable for this meeting) and for a bit more detail with respect to the number of complaints per person (anonymized) when there are more than one complaint within a calendar year.

2.8 Fee Schedule

The presented fee schedule reflects the changes per Bill 46 and overall updates. Council would like to review the fee policy before approving the fee schedule.

Tabled

2.9 Policy Work

Council reviewed the policies presented as per the review schedule. Two new policies were also presented for discussion (GP-32, GP-33). Because of time constraints, Council was able to approve some, but not all, as they would like to discuss these. Council tabled review/approval of GP-32, GP-33, a new governance compensation (GOV) policy and GP-08.

Motion: to table the compensation policy, GP08, GP32, GP33 until next meeting and approve all other policies as amended.

Moved by: Karen Smith

Seconded by: Joe Gagliardi

Carried

2.10 Committees

Council regularly reviews the Terms of Reference of standing College committees.

The Registration Committee and Hearing Tribunal/Complaint Review Committee Roster Terms of Reference were presented.

Each year, Council also appoints the committee Chairs based on the recommendation of the Executive Director and/or committee.

Council must also appoint new members of the Hearing Tribunal/Complaint Review Committee.

Motion: To approve the terms of reference for the Registration Committee and the Hearings Tribunal/Complaint Review Committee Roster

Moved by: Mike Galye

Seconded by: Tim Kohlen

Carried

Motion: To reappoint Tony Ivcevic as Chair of the Examination Committee and Jatinder Sharma as Registration Committee Chair.

Moved by: Karen Smith

Seconded by: Mike Gayle

Carried

Motion: To appoint Gabriela Alvarado Torres and Shalvindra Nath as members of the Hearing Tribunal/Complaint Review Committee Roster.

Moved by: Karen Smith

Seconded by: Tim Kohlen

Carried

2.11 OSCE Blueprint

In order to shift the College to alignment with current best practice, the Examination Committee recommended that the number of OSCE stations be reduced from the current 18 to 16 stations.

Council reviewed the OSCE blueprint and information presented by Dr. Anthony Marini of Martek Assessments Inc.

Motion: To accept the OSCE blueprint, as presented

Moved by: Karen Smith

Seconded by: Tim Kohlen

Carried

2.12 Endowment Fund

In 1986 the Society of Alberta Denturists instituted an endowment fund at NAIT for program graduates. Council has been evaluating the appropriateness of this fund with a lens to Bill 46. Following the receipt of additional information and an environmental scan of regulators in Alberta, Council determined that awards and bursaries are not appropriate for a regulatory College to administer or hold control of.

Motion: for the College to dissociate from the NAIT endowment fund.

Moved by: Karen Smith

Seconded by: Joe Gagliardi

Carried

2.13 Labour Mobility

At the September 2022 Council meeting, Council requested that management start communication with government with regards to a legitimate objective which reflects the differences in the “scope of practice” of denturists across the country. As there are considerable differences between the provinces when comparing consistent authorization of restricted activities. This raised concern for public safety in Alberta.

Management presented a letter that was sent to government (January 13, 2023) requesting the consideration of placing a legitimate objective with respect to this that would allow the College to better assess the applicants through labour mobility and manage their application and registration.

We are currently waiting a substantive response from government.

2.14 Annual Report

Articles are presented to Council with the financial statement to reflect the achievements and work done by the College in 2022.

Motion: To approve the articles as presented.

Moved by: Kim Smith
Seconded by: Mike Galye
Carried

2.15 Bylaws

Council reviewed revisions to the Bylaws to clarify legislative discrepancies in Bill 46.

Amendments would be made to distinguish the roles of regulated members who volunteer in committees and on panels, and clarification on denturist information collected by the College.

Motion: Approve the changes to the Bylaws, as amended.

Moved by: Joe Gagliardi
Seconded by: Tim Kohlen
Carried

2.16 Submitted Motions

Council reviewed the submitted motions pertaining to the function of the College of Alberta Denturists and whether or not it presents political views while fulfilling its mandate.

Motion: The organization to adopt an official apolitical, agnostic, and focused stance.

Moved by: Tim Kohlen
Seconded by: -
Motion defeated
Carried

3 Next meetings

3.1 Next Council Meeting

3.1.1 June 9, 2023 at the College office.

Council went in camera at 4:19 p.m.

Meeting resumed at 4:33 p.m.

4 ADJOURNMENT

There being no further business, the meeting was adjourned at 4:33 p.m.



Kim Maximchuk, DD
Chair