

Minutes

Attendees - Council Members					
	Name	Role		Name	Role
√	Kathy Sauze	President	√	Denise Kokaram	Councillor
√	Jodi Sperber	Vice President	√	Lindsay Ord	Councillor
√	Louise Mosier	Public Member	√	Beth Blair	Councillor
			√	Teanne MacCallum	Councillor
Attendees – Guests and Observers					
√	Amie Dowell	Registrar & CEO	√	Salima Thawer	Director of Regulatory Affairs, CRDHA Staff
√	Jane Halford	Halford Consulting	√	Samantha Heron	Chair, Registration Committee
√	Brittany Fandrick	Chair, Competence Committee			

Business Meeting				
#	Agenda Item	Lead	Desired Outcome	Time
1	Call to Order	K. Sauze		3:15 pm.
	1.1 Introductions: Guests / Observers			
<p>The President, K. Sauze, called the meeting to order at 3:15 p.m. and welcomed the council members, and welcomed Teanne MacCallum as the newly appointed councillor. She also welcomed Amie Dowell, Jane Halford, Brittany Fandrick, Samantha Heron, and Salima Thawer as invited guests to the meeting, as they had also participated in the Council Strategy Session that occurred during the day.</p> <p>K. Sauze offered a land acknowledgment in the spirit of reconciliation and to respect the histories, languages, and cultures of the First Nations, Inuit, and Metis people of Alberta.</p> <p>K. Sauze explained that the agenda for this meeting is slightly different than normal council meetings as the day was planned for strategic planning, but that there were a few council business items to discuss and approve with council. The normal agenda with committee reports, consent agenda and stakeholder presentations will be planned for the December meeting.</p>				
	1.2 Housekeeping			
<p>K. Sauze requested that should anyone need to take a phone call or other interruption during the business meeting, they can step out of the room to lessen distraction for the participants.</p> <p>The President asked if anyone had any questions before moving to the first agenda item.</p>				

She advised that should anyone have a conflict of interest with any agenda item, at the time that agenda item is introduced, the individual will need to declare their conflict and either abstain from voting or recuse themselves from the meeting, as appropriate, until that agenda item has been concluded.

2	Adoption of Agenda	K. Sauze	For Approval
----------	---------------------------	----------	--------------

K. Sauze asked if there were any additions or revisions to the Agenda and asked for a motion to approve. No edits or changes to the agenda were suggested.

MOTION: To approve the Agenda of October 29, 2021 as presented.

Moved by: D. Kokaram, Seconded by: L. Ord

CARRIED

3	Approval of Minutes	K. Sauze	For Approval
----------	----------------------------	----------	--------------

K. Sauze called for a motion to approve the draft September 24, 2021 council minutes as presented. No edits or changes were required.

MOTION: To approve the September 24, 2021 council meeting minutes as presented.

Moved by: L. Ord, Seconded by: B. Blair

CARRIED

4	Auditor Appointment (attachment)		
----------	---	--	--

K. Sauze asked if everyone had a chance to review the briefing note regarding the auditor appointment and if there were any questions or concerns for discussion. A. Dowell explained the timeline of events leading to a later approval date of the 2020-21 audited financial statements, and that the process for an effective RFP process is scheduled to start in August-September 2022. L. Ord expressed that the Audit, Finance, and Risk Committee was comfortable with appointing Y&A for another audit year.

MOTION: To appoint Y&A LLP Chartered Professional Accountants to perform the CRDHA 2021-2022 financial audit.

Moved by: B. Blair, Seconded by: D. Kokaram

CARRIED

5	Bylaws Committee (attachment)	A. Dowell	Information / Discussion
----------	--------------------------------------	-----------	--------------------------

A. Dowell provided a brief update as to the purpose of the Bylaws Committee and why it is important for the Bill 46 implementation. K. Sauze asked if there were any suggestion or revisions that Council had to the Committee Terms of Reference as presented. A discussion occurred as to how the committee members were to be chosen and the suggestion was to reach out to former council members or members of the public who are experts on Bylaws to fill the Committee. The Committee would be set up as an ad-hoc committee that would only be required until Bill 46 was fully implemented.

MOTION: To approve the Bylaw Committee Terms of Reference as presented.

Moved by: B. Blair, Seconded by: T. MacCallum

CARRIED

6	Public Member Advisors (<i>attachments</i>)	K. Sauze	For Approval	
<p>K. Sauze asked J. Halford and A. Dowell to give Council a brief review of the public member advisor options. K. Sauze then opened the floor for discussion and encouraged the invited guests to participate in the discussion as a public member advisory committee could help support College operations as well. Council was in support of creating a public member advisory committee, especially in the absence of five government appointed public members.</p> <p>ACTION: Administration to create terms of reference for a Public Advisory Panel</p>				
7	Observers at Council Meetings (<i>attachment</i>)	K. Sauze	For Approval	
<p>A. Dowell presented the findings of the environmental scan of observers at Council meetings. K. Sauze opened the floor to discussion on what direction Council should consider for the amended Bylaws. She reminded Council of its values (Accountable, Transparent, Collaborative, Integrity) and she asked Council for a discussion about the pros and cons of having observers at Council meetings.</p> <p>Council recognized that having a hybrid meeting model doesn't work well and it would prefer to have all Council Members attend either virtually or in-person. Council asked for administration to look for meeting room options that would support in-person council meetings and virtual observers. Council also agreed that it would be more transparent to post Council Meeting Minutes on the CRDHA website after they have been approved rather than requiring registrants or members of the public to request them.</p> <p>ACTION: Administration to look for partnerships with other colleges or businesses that have meeting rooms set up to support in-person meetings with appropriate audio-visual capabilities for observers, including members of the public.</p> <p>S. Heron left the meeting at 4:00 p.m.</p>				
8	Association RFP and Communications Plan (<i>attachment</i>)			
<p>K. Sauze asked J. Sperber and A. Dowell to give an update from the Association Separation Committee. A. Dowell explained that the registrant survey results indicated enough support in the College providing funding to a professional association that the Committee is willing to move forward with the RFP process. The draft RFP has undergone legal review and requires Council approval before it can be sent to the registrants.</p> <p>MOTION: To approve the Association RFP as presented. Moved by: B. Blair, Seconded by: L. Ord CARRIED</p>				
9	Dates of Next Meetings <ul style="list-style-type: none"> • December 10 & 11, 2021 • February 4 & 5, 2022 • June 24 & 25, 2022 	K. Sauze	For Information	
10	In-Camera	K. Sauze	Discussion	4:30pm-5:00pm
<p>K. Sauze advised that Council was going in-camera after which time the meeting would adjourn.</p> <p>All invited guests and observers left the meeting at 4:30 p.m.</p> <p>MOTION: To move in-camera at 4:30 p.m. Moved by: J. Sperber, Seconded by: B. Blair CARRIED</p>				

MOTION: To move out-of-camera at 4:55 p.m.
Moved by: B. Blair, Seconded by: T. MacCallum
CARRIED

A discussion was held in-camera regarding a perceived conflict of interest with a regulated council member being both a CRDHA councillor and a board member of the Canadian Association of Public Health Dentistry. Council members discussed the implications of adherence to Bill 46 and the following Resolution was made and presented in-camera:

After consideration of this matter, including review of the Council Conflict of Interest Policy, information provided by Denise Kokaram, and information provided by the Executive Committee, Council hereby resolves that should Denise Kokaram accept an appointment to the Board of Directors of CAPHD, she will be required to resign from the CRDHA Council due to the determination by Council that Ms. Kokaram holding a position on both Council and the CAPHD board would create a perceived conflict of interest. Should Ms. Kokaram choose not to resign, CRDHA may take the appropriate steps to remove her from Council.

Adjourn			
----------------	--	--	--

The meeting adjourned at 4:56 p.m.

CRDHA Council E-Motions
October – December 2021

MOTION: To appoint Teanne MacCallum to fill the vacant council position, commencing October 25, 2021 through June 30, 2023.

Moved: K. Sauze, **Seconded:** L. Mosier
CARRIED October 23, 2021

MOTION: To remove Samantha Heron from the Registration Committee and appoint her as a regulated member on the CRDHA Council to her first term expiring June 30, 2024, effective November 23, 2021.

Moved: K. Sauze, **Seconded:** J. Sperber
CARRIED November 27, 2021