



# Council Meeting

March 6, 2025

8:30 am to 2:30 pm

Council Meeting Serial #: 2025-01-March

## MINUTES

### Council Members Present:

Kenneth Molloy, Public Representative, Chair  
Cynthia Taylor RN, Chair-Elect  
Brenda Janz, RN  
Cheryl Link, Public Representative  
Kristen McGregor, RN  
Jason Powell, Public Representative (*Virtual*)  
Joanna Knowlton, Public Representative  
Martha Ross RN(NP) (*Virtual from 9:30 am – 2:30 pm*)  
Naomi Nickerson RN(NP)  
Oluwatosin Daso, RN (*Virtual*)  
Deb Elias RN, CEO/Registrar, Ex-Officio Council Member, non-voting

### Council Member Regrets:

None

### College Staff Present:

#### Leadership Team:

Bryan Buss, Chief Financial Officer  
Lori Darragh, Chief of Policy and Strategy  
Rhonda Cairns RN, Chief of Quality Practice/Deputy Registrar  
Suzanne Wowchuk RN, Chief of Regulatory Practices/Deputy Registrar

#### Staff:

Anna Adamiec, Policy Analyst  
Birgit Dotzlaw, Executive Assistant  
Bridget Whipple, Policy Strategist  
Diana Heywood RN, Quality Practice Consultant  
Jacek Murawski, Quality Practice Consultant  
Liz Wong, Coordinator, Policy & Public Initiatives  
Martin Lussier, Manager of Communications  
Michael Sokolyk, Quality Practice Consultant  
Miranda Noel RN, Registration Advisor  
Tammy Murdoch RN, Manager of Registration Services

### Consultants/Guests Present:

Jeff Hirsch, TDS Law, College General Counsel  
Peter Wright, The Planning Group, Consultant (*Virtual from 8:30 am – 10:30 pm*)

### Recorder:

Birgit Dotzlaw, Executive Assistant



AGENDA ITEM #	AGENDA TOPIC	DESCRIPTION / OVERVIEW	DISCUSSION / COUNCIL DECISION / MOTION	ACTIONS REQUIRED
<b>1.0 CALL TO ORDER</b>				
	Welcome & Roll Call	Ken Molloy, Chair, called the March 6, 2025, Council meeting to order at 8:32 am and advised that quorum is present.  # Council members present: 10  # Voting members: 10		
1.1	Land Acknowledgement Statement	Kristen McGregor, read her personalized land acknowledgement statement.		
1.2	Adoption of Agenda		The March 6, 2025 agenda was approved by consensus as presented.	
1.3	Declarations Regarding Conflict of Interest		There were no conflicts of interest brought forward.	
<b>2.0 CONSENT AGENDA</b>				
	There were no items pulled from the Consent Agenda for further discussion.			
2.1	December 5, 2024 Council Meeting Minutes	The minutes were circulated to Council for review and approval.	<b>MOTION # 2025-03-06-01</b>  Moved by Naomi Nickerson Seconded Brenda Janz  That the CRNM Council approve the Consent Agenda as presented.  All in favour CARRIED	
2.2	Chair's Report	The Chair's Report was circulated for information purposes.	The Chair's Report is filed	
2.3	CEO/Registrar's Report	The CEO/Registrar's Report was circulated for information purposes.	The CEO/Registrar's Report is filed.	
2.4	Media Report	The Media Report was circulated for information purposes.		
2.5	Strategic Imperatives Updates	The update reports were circulated to Council for information purposes: <ul style="list-style-type: none"> <li>• SI #1 Data Strategy</li> <li>• SI #2 CICO</li> <li>• SI #3 Human Health Resources</li> <li>• SI #4 Reconciliation</li> </ul>		

2.6	Q4 2024 Council Dashboard Highlights	The briefing report <i>Q4 2024 Council Dashboard Highlights</i> was circulated to the Council for information purposes.		
2.7	Finance Committee Report	The briefing report <i>Finance Committee Report – Feb 18, 2025</i> , was circulated to the Council for information purposes.	The Finance Committee Report is filed.	
2.8	Governance Committee Report	The briefing report <i>Governance Committee Report</i> was circulated to the Council for information purposes.	The Governance Committee Report is filed.	
<b>3.0 STRATEGY</b>				
3.1	Strategy Update	<p>Deb Elias and Peter Wright provided a verbal update and presentation on <i>Strategy Planning Readiness</i></p> <p>Members of the Leadership Team also provided verbal overviews on the various strategic directions, proposed building blocks and strategic imperatives.</p>	The Council held discussion.	
<b>4.0 REGULATORY UPDATES</b>				
4.1	Practice Direction: Self Disclosure	<p>The briefing report <i>Revision to Self-Disclosure Practice Direction</i> was circulated to the Council for review and approval.</p> <p>Suzanne Wowchuk, Chief of Regulatory Practices/ Deputy Registrar, provided a brief overview of the report.</p>	<p><b>MOTION # 2025-03-06-02</b></p> <p>Moved by Cheryl Link Seconded by Joanna Knowlton</p> <p>That the CRNM Council approve the updated the Self-Disclosure Practice Direction as presented.</p> <p>All in favour CARRIED</p>	
4.2	Practice Direction: Registered Nursing Agency Practice	<p>The briefing report <i>Practice Direction: Registered Nursing Agency Practice</i> was circulated to the Council for review and approval.</p> <p>Rhonda Cairns, Chief of Quality Practice/ Deputy Registrar, provided a brief overview of the report.</p>	<p><b>MOTION # 2025-03-06-03</b></p> <p>Moved by Naomi Nickerson Seconded by Kristen McGregor</p> <p>That CRNM Council approve the Practice Direction: Registered Nursing Agency Practice as presented.</p> <p>All in favour CARRIED</p>	

<b>5.0 COMMITTEE RECOMMENDATIONS</b>				
<b>5.1</b>	<b>GOVERNANCE COMMITTEE REPORT</b>			
5.11	Proposed Amendments to By-Laws	The briefing report <i>Proposed Amendments to By-Laws</i> was circulated to the Council for review and approval.	<b>MOTION # 2025-03-06-04</b>  Moved by Cynthia Taylor on behalf of the Governance Committee  That the CRNM Council provide approval to amend the College bylaws as presented.  All in favour CARRIED	
5.12	Council Education: RHPA Education Module	The briefing report <i>Education Module Outline – The Regulated Health Professions Act (RHPA)</i> was circulated to the Council for review and approval.	<b>MOTION # 2025-03-06-05</b>  Moved by Cynthia Taylor on behalf of the Governance Committee  That the CRNM Council approve the CRNM Council Education Module Outline on the RHPA and approve the College to proceed in developing a full learning module for Council’s approval before the end of 2025.  All in favour CARRIED	
<b>5.2</b>	<b>APPOINTMENTS COMMITTEE REPORT</b>			
5.21	Appointments Committee Terms of Reference	The briefing report <i>Appointments Committee Terms of Reference</i> was circulated to the Council for review and approval.  Cheryl Link, Appointments Committee Chair, provided a brief overview of the revisions.	<b>MOTION # 2025-03-06-06</b>  Moved by Cheryl Link on behalf of the Appointments Committee  That the CRNM Council approve the revisions to the Appointments Committee Terms of Reference as presented.  All in favour CARRIED	
5.22	Appointments to Appointments Committee and Complaints Investigation Committee.	The briefing report <i>Appointment to Appointments Committee and Complaints Investigation Committee</i> was circulated to the Council for review and approval.  The proposed appointments are:	Council held discussion.  <b>MOTION # 2024-12-05-07</b>  Moved by Cheryl Link on behalf of the Appointments Committee  That the CRNM Council approve the appointments as presented.	

		<p><u>Appointments Committee</u></p> <ol style="list-style-type: none"> <li>Gary Hamilton, Non-Council, public representative <ul style="list-style-type: none"> <li>New appointment (March 7, 2025 – March 6, 2028)</li> </ul> </li> </ol> <p><u>Complaints Investigation Committee</u></p> <ol style="list-style-type: none"> <li>Laurel Flaming Demler, RN <ul style="list-style-type: none"> <li>New appointment (March 7, 2025 – March 6, 2028)</li> </ul> </li> <li>Rupinder Sandhu, RN <ul style="list-style-type: none"> <li>New appointment (March 7, 2025 – March 6, 2028)</li> </ul> </li> </ol>	All in favour CARRIED	
<b>5-3</b>	<b>FINANCE COMMITTEE REPORT</b>			
5-31	Financial Condition Report	Bryan Buss, CFO, provided a presentation on <i>Q4 2024 – Financial Condition Update</i>	Council held discussion.	
5-32	EE-3 Quarterly Monitoring Report (Q4 Dec 31, 2024)	<p>The briefing report <i>EE-3 Financial Planning/Execution/Condition Quarterly (Q4) Monitoring Report for the period ended December 31, 2024</i> was circulated to the Council for review and approval.</p> <p>Bryan Buss, CFO, provided a brief overview of the report.</p>	<p><b>MOTION # 2025-03-06-08</b></p> <p>Moved by Kristen McGregor on behalf of the Finance Committee</p> <p>That the CRNM Council approve the quarterly EE-3 Financial Planning/Execution/Condition Monitoring Report for the period ended December 31, 2024, as presented.</p> <p>All in favour CARRIED</p>	
5-33	EE-3 Annual Monitoring Report for 2024	<p>The briefing report <i>EE-3 Financial Planning/Execution / Condition Annual Monitoring Report for 2024</i> was circulated to the Council for review and approval.</p> <p>Bryan Buss, CFO, provided a brief overview of the report.</p>	<p><b>MOTION # 2025-03-06-09</b></p> <p>Moved by Kristen McGregor on behalf of the Finance Committee</p> <p>That the CRNM Council approve the Annual EE-3 Financial Planning/Execution/Condition Monitoring Report for the year ended December 31, 2024 as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy EE-3.</p>	

			All in favour CARRIED	
5-34	2024 Audited Financial Statements	The <i>Audited Financial Statements for the year ended December 31, 2024</i> were circulated to the Council for review and approval.  Bryan Buss, CFO, provided an overview of the audited financial statements.	Council held discussion.  <b>MOTION # 2025-03-06-10</b>  Moved by Kristen McGregor on behalf of the Finance Committee  That the CRNM Council approve the Audited Financial Statements for the period ended December 31, 2024, as presented.  All in favour CARRIED	
5-35	2024 Auditor Management Letter	The briefing report <i>Final Audit Communication Letter</i> from Fort Group Chartered Professional Accountants was circulated to the Council for information purposes.	There was no discussion held on this item.	
5-36	Auditor Recommendation for 2025	The briefing report <i>Auditor Recommendation for 2025</i> was circulated to the Council for review and approval.  Bryan Buss, CFO, and Kristen McGregor provided a brief overview of the report.	Council held discussion.  <b>MOTION # 2025-03-06-11</b>  Moved by Kristen McGregor on behalf of the Finance Committee  That the CRNM Council appoint Fort Group, Chartered Professional Accountants as the College's auditors for the fiscal year ending December 31, 2025.  All in favour CARRIED	
5-37	Proposed changes to College's Governance Policy Manual (Financial Policies)	The briefing report <i>Proposed Finance Governance Policy Changes</i> was circulated to the Council for review and approval.  Bryan Buss, CFO, provided an overview of the report and the proposed policy changes related to finance.	Council held discussion.  <b>MOTION # 2025-03-06-12</b>  Moved by Kristen McGregor on behalf of the Finance Committee  That the CRNM Council approve the financial governance policies contained within the attached Governance & Policy Manual as presented.  All in favour CARRIED	

<b>6.0 IN-CAMERA SESSION</b>				
		<p>Council held an In-Camera Session from 11:32 – 12:17 pm in order to discuss the following topics:</p> <ul style="list-style-type: none"> <li>• Legal Updates</li> <li>• Government Relations</li> </ul>	<p><b>MOTION # 2025-03-06-13</b></p> <p>Moved by Cheryl Link Seconded by Kristen McGregor</p> <p>That the CRNM Council move into the In-Camera Session.</p> <p>All in favour CARRIED</p>	
<b>DECISIONS TO BE BROUGHT FORWARD FROM THE IN-CAMERA SESSION</b>				
			<p>There were no decisions from the In-Camera Session to be brought forward to the public minutes</p>	
<b>7.0 RESTRICTED IN-CAMERA SESSION</b>				
		<p>Council held a Restricted In-Camera Session from 1:00 – 2:30 pm in order to discuss the following topic:</p> <ul style="list-style-type: none"> <li>• CEO/Registrar Performance Evaluation</li> </ul>		
<b>DECISIONS TO BE BROUGHT FORWARD FROM THE RESTRICTED IN-CAMERA SESSION</b>				
			<p>There were no decisions from the Restricted In-Camera Session to be brought forward to the public minutes.</p>	
<b>8.0 ADJOURNMENT</b>				
			<p>Ken Molloy, Council Chair, adjourned the March 6, 2025 Council meeting at 2:30 pm.</p>	
<b>APPROVAL OF THE MARCH 6, 2025, COUNCIL MEETING MINUTES</b>				
		<p>Approved by Council on May 29, 2025</p>	 <hr/> <p>Kenneth Molloy, Council Chair</p>  <hr/> <p>Deb Elias, CEO/Registrar</p>	