



**Minutes of the Executive Committee Meeting  
Wednesday, November 19, 2025**

**Peter Stavropoulos, Chair**

**Committee Members in Attendance:**

Jannel Somerville  
Allan Katz  
Chad Bezaire  
Reshad Nazeer

**Staff in Attendance:**

Nicole Zwiers, Registrar and CEO  
Meghan Clarke, Deputy Registrar and Director, Professional Conduct  
Nawaz Pirani, Director, Registration and Regulatory Programs  
Shruti Tantry, Manager, Communications and Engagement (recorder)

**Regrets:** none.

**1.1 Call to Order, Appointment of Secretary, Approval of the Agenda, Approval of preparation time for professional members**

The Chair opened the meeting noting that notice of the meeting was given, and the meeting was properly constituted with a quorum present. The meeting began at 2:32pm.

S. Tantry was appointed as Secretary.

*It was moved by A. Katz and seconded by R. Nazeer to approve the agenda, as amended. – Motion CARRIED.*

N. Zwiers proposed two items to be added to the agenda:

- Approval of newly appointed public member Chad McCleave to ICRC and the OCPDT.
- Removal of Tina Rainville from the Quality Assurance Committee.

A. Katz proposed two more topics for Discussion:

- Practice Ownership
- The Ontario Society of Chiropodists' (OSC) new interim President and opportunity for connection.

*C. Bezaire put forward 60 minutes of preparation time for this meeting and the Committee agreed. – Motion CARRIED.*

**1.2 Declaration of Conflict of Interest**

No conflict of interest was declared.

### **1.3 Approval of Minutes from the September 17, 2025 Executive Committee Meeting**

*It was moved by C. Bezaire and seconded by R. Nazeer to approve the minutes of the September 17, 2025 Executive Meeting. – Motion CARRIED.*

## **2.0 Discussion Items**

### **2.1 Registrar's Report**

In her verbal report, Registrar N. Zwiers provided updates from the past few months.

The College hosted its first educational conference for other regulators, a plain language workshop led by Mr. Paul Aterman, a former Chair of the Social Security Tribunal of Canada and experienced tribunal adjudicator/decision writer. Over the two days, 27 attendees from across seven regulators participated in training and exercises. The feedback from the event will be shared at the next meeting. This initiative positions the College as a leader in regulatory education and collaboration.

N. Zwiers provided an update on the CNAR conference, held October 20-22, attended by herself and staff. She was a plenary session speaker alongside Amy Block and Nova Scotia regulatory professionals, discussing labour mobility challenges and opportunities for healthcare professionals across provinces.

The latest issue of Footprint was released November 11. It includes practical information for registrants and learners on regulatory updates and changes.

The College is prioritizing meaningful engagement with students. N. Zwiers and N. Pirani met with first-year chiropody students on November 18, 2025, to discuss: professional obligations and the Code of Ethics; recent OCPDT decisions; and current consultation on proposed By-law updates. Principal Dr. Michael O'Leary expressed his appreciation for the College's attendance and welcomed the College, noting the long-term value of early interaction with the regulator.

Chad McCleave was appointed to College Council on November 14, 2025. He previously served on the Council of the College of Kinesiologists of Ontario and has a background in finance. N. Zwiers will meet with him to introduce the College's work and learn more about his professional experience.

N. Zwiers participated in HPRO's meeting with regulators regarding the new "As of Right" legislation, which will come into effect in the new year. The College is preparing a robust implementation plan, including an attestation form and website updates.

Finally, N. Zwiers is scheduled to meet tomorrow with Sasha Kozera-Faye, the interim President of the Ontario Society of Chiropodists, to discuss shared goals and opportunities to collaborate. N. Zwiers reached out to Sasha upon learning that she is the interim president.

### **2.2 Draft Financial Statements\*\***

N. Zwiers clarified that \$14,210.10 from the IMIS support budget will be allocated and drawn from the Reserve Fund to cover the EMS Upgrade (migration to the Cloud version).

There were also discussions around monies owed to the College from cost orders and other Discipline matters as indicated by the dated accounts receivables. N. Zwiers explained that we typically agree to payment plans in respect of monies ordered to be paid to the College by a registrant following a Discipline Tribunal outcome. This increases the likelihood that the College will be paid rather than insisting on a one-time payment, although that would be the College's preferences since it is administratively easier. N. Zwiers also explained that the Ontario Court has been clear that College's should not expect to fully recover its legal costs when successful on a discipline matter and may even have cost orders reduced further if the costs appear overly burdensome.

### **2.3 Practice Ownership**

A. Katz asked how the College can track clinic ownership to determine whether a site is registrant-owned or not. This would be for awareness purposes and to help address issues related to fraud, which often involve clinics that are not owned by registrants but working with them.

N. Zwiers suggested that this information could be tracked and extracted from iMIS through data provided by registrants during annual renewal or other reporting periods. P. Stavropoulos recommended adding a question about clinic ownership to the 2026 Annual Renewal questionnaire. C. Bezaire added that this data could be cross-checked with the data provided during registrants' annual corporation renewal.

N. Zwiers added that assessments are being refreshed using a risk-based approach, one of which is multiple practice sites. Registrants with three or more practice sites may pose a higher risk of being non-compliant, making ownership data valuable. The new QAC policy, approved at the October 2025 Council meeting, includes criteria for risk-based assessments. More data will be available next year to support this program.

### **2.4 The College's relationship with the Ontario Society of Chiropractors (OSC)**

N. Zwiers reached out to the new OSC President Sasha Kozera-Faye and will meet later this month to discuss regulatory matters pertaining to the chiropractic profession.

## **3.0. Decision Items**

### **3.1 Removal of Melanie Atkinson from Sedation Committee**

*It was moved by J. Somerville and seconded by R. Nazeer to approve the removal of Melanie Atkinson from the Sedation Committee – Motion CARRIED.*

### **3.2 Review of the new Consent Standard \*\***

*It was moved by A. Katz and seconded by J. Somerville to approve the new Consent Standard, in principle, and forward it to Council for final approval – Motion CARRIED.*

### **3.3. Approval of the 2026 Executive Meeting dates**

*It was moved by R. Nazeer and seconded by P. Stavropoulos to approve the proposed 2026 Executive Committee meeting dates. – Motion CARRIED.*

### **3.4 Removal of Tina Rainville from QAC**

*It was moved by A. Katz and seconded by R. Nazeer to remove Tina Rainville from the Quality Assurance Committee.*

### **3.5 Adding of Chad McCleave to ICRC and OCPDT**

*It was moved by C. Bezaire and seconded by A. Katz to add Chad McCleave to the ICRC and OCPDT. – Motion CARRIED.*

### **4.0 Next Meeting**

The next Executive Committee meeting will take place on December 17, 2025.

### **4.1 Proposed agenda items for next meeting – December 17, 2025.**

No items proposed at this time.

### **5.0 In Camera**

The Committee moved in-camera at 3:24pm.

*It was moved by J. Somerville and seconded by R. Nazeer to move in-camera pursuant to section 7(2)(b) of the Health Professions Procedural Code on the basis that financial or personal or other matters may be disclosed of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public. – Motion CARRIED.*

*A motion was made by to move out of in-camera by A. Katz and seconded by C. Bezaire at 3.37pm. – Motion CARRIED.*

### **5.1 Adjournment**

*A motion was made to adjourn the meeting by C. Bezaire and seconded by R. Nazeer. – Motion CARRIED.*

Meeting adjourned at 3:37pm.