



**Minutes of the Executive Committee Meeting  
Wednesday, January 14, 2026**

**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 2:40 pm.

S. Tantry was appointed as Secretary.

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

Two items were proposed to be added to the agenda, based on discussions from the Audit Committee's recent meeting in January:

- Discussion item: 2.2 Reserve Fund Amount
- Decision Item: 3.3 To determine a Line of Credit.

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

**1.2 Declaration of Conflict of Interest**

No conflict of interest was declared.

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

*It was moved by J. Somerville and seconded by C. Bezaire to approve the minutes of the December 17, 2025 Executive Meeting. – Motion CARRIED.*

## **2.0 Discussion Items**

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

Registrar N. Zwiers provided a verbal update on the College's recent activities and initiatives.

As part of the College's student outreach initiative, N. Zwiers and N. Pirani met with 2<sup>nd</sup> year chiropody program students at The Michener Institute. 52 students attended and engaged in great discussions and Q&A. N. Zwiers spoke to them about the College's recent consultation on By-law 2 (Fees) updates as well as the Full Scope Podiatry Model. Megan Brittain (Academic Chair, Foot Care Programs), Deborah Loundes (Faculty and past COCOO Selected Council member), and Tobi Mark (Faculty and current Selected Council member) were excellent hosts.

The Registrar plans to meet with the 3<sup>rd</sup> year students to discuss regulatory processes and what it means to be a governable regulated health professional in Ontario in the coming months. She noted that these meetings with students, as part of the College's student outreach initiative, are a great way to introduce future registrants and footcare practitioners to the professional regulation and help them learn about the College's role early on.

N. Zwiers engaged with various system partners over the last few weeks to promote awareness regarding Ontario's footcare landscape and the need for the lift of the ban on registering podiatrists in Ontario.

Regarding the new As of Right Legislation, which came into force on January 1, 2026, N. Zwiers shared that the College has received inquiries although we have not received any applications under this regulation. She will share updates over the next few months as and when more information is available.

### **2.2. Reserve Fund Amount**

The matter was referred by the Audit Committee based on their discussions on the College's reserve fund allocation, and whether it needs to be increased to suit our needs better and support the College for six to 12 months in case of any adverse event. A. Katz asked if there's a benchmark amount or calculation followed by other Colleges to ensure we are in alignment with what other regulators are doing.

N. Zwiers noted that the purpose of the reserve fund is for unexplained or sudden costs, and it should be an amount that we could use to reasonably cover unknown or unforeseen costs, without having to raise registrant's annual dues or other fee increases. She added that the only time the College has made use of the fund so far is for the database EMS upgrade (Cloud migration) project.

R. Nazeer joined the meeting at 3:00pm due to a prior scheduling conflict.

A. Katz had to leave the meeting at 3:03pm due to a prior scheduling conflict.

## **3.0. Decision Items**

### **3.1 Updated proposed 2026 Draft Budget\*\***

*It was moved by C. Bezaire and seconded by R. Nazeer to approve updated proposed 2026 Draft Budget. – Motion CARRIED.*

N. Zwiers shared that she is pleased with the budget and the surplus.

### **3.2 Surgical Standard Referral to S&G Committee**

*It was moved by R. Nazeer and seconded by J. Somerville to refer the Surgical Standard to the Standards and Guidelines Committee for review. – Motion CARRIED.*

N. Zwiers added that revisions would speak to the use of the surgical suite, which will be helpful in providing direction to registrants who provide such services. IPAC standards for infection control will be carefully considered. Additionally, whether or not virtual care can be provided as part of non-surgical aspects or perioperative care will also be part of the considerations for these updates.

### **3.3. To determine a Line of Credit**

*It was moved by J. Somerville and C. Bezaire to approve the creation of a line of credit for the College. – Motion CARRIED.*

The Audit Committee suggested getting a line of credit for the College for emergency circumstances. N. Zwiers shared that she appreciates the suggestion and that this may also help offset the need to increase the reserve fund every few years. The group agreed to this suggestion as it might be a simpler solution to tackle costs that are not planned for within the budget.

### **4.0 Next Meeting**

The next Executive Committee meeting will take place on February 18, 2026.

### **4.1 Proposed agenda items for next meeting – February 18, 2026.**

No items proposed at this time.

### **5.0 In Camera**

The Committee moved in-camera at 3:16pm.

*It was moved by P. Stavropoulos and seconded by J. Somerville 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 to move out of in-camera by P. Stavropoulos and seconded by R. Nazeer at 3:45pm. – Motion CARRIED.*

### **5.1 Adjournment**

Meeting adjourned at 3:45pm.