



**Minutes of the Council Meeting  
Thursday, October 9, at 9:00 a.m.  
180 Dundas St. W., 19<sup>th</sup> Floor Conference Room**

**Council Members in Attendance**

- Itraf Ahmad, Public Appointee
- Chad Bezaire, Professional Member
- Ed Chung, Professional Member
- Jinyu Gu, Professional Member
- Allan Katz, Public Appointee
- Mary Ellen Kennedy-Mitchell, Professional Member
- Andrew Klayman, Professional Member
- Tobi Mark, Selected Member
- Sue McArthur, Public Appointee
- Murtuza Najmudin, Professional Member
- Reshad Nazeer, Public Appointee
- Jannel Somerville, Professional Member
- Peter Stavropoulos, Professional Member (Chair)
- Jessica Tsung, Professional Member

**Regrets:**

- Sukhwinder Pal Singh, Public Appointee

**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)

**Guests:**

- Sandra Matushenko, Legal Counsel, Steinecke Maciura LeBlanc
- Shannan Kallidass, Senior Policy Analyst, Ministry of Health
- Dr. Anthony Marini, Martek (Virtual Presentation: Item 3.8)

**1. Call to Order**

**1.1 Call to Order, Appointment of Secretary, Land Acknowledgement, Approval of Professional Member Prep Time**

N. Zwiers called the meeting to order at 9:00 a.m., noting that notice of the meeting was given, and the meeting was properly constituted with a quorum present, and welcomed Council members and guests.

S. Tantry was appointed as Secretary.

N. Zwiers delivered a land acknowledgement to honour and remember the original inhabitants of the land, in which we are privileged to live and work. September 30<sup>th</sup> is recognized as the National Day for Truth and Reconciliation, which is a reminder about our duty and responsibilities to reflect on and address the historical and ongoing inequities and injustices faced by Indigenous populations.

She spoke about the impact and consequences of anti-Indigenous discrimination, systemic racism and violence on Indigenous communities' health outcomes and wellbeing. Disproportionately high rates of diabetes in Indigenous populations leading to triple the rates of lower limb amputations is a key indicator of this. N. Zwiers acknowledged the College's role in addressing the Truth and Reconciliation Commission's Calls to Action, and the College's attempts to advocate for the Full Scope Podiatry Model, which is part of the College's Strategic Plan, which will help increase access to footcare services for Ontarians, especially vulnerable First Nations populations in remote communities that are more susceptible to lower limb amputations. She also noted that the Council of the Chiefs of Ontario supports the move to the Full Scope Podiatry Model.

N. Zwiers proposed two hours of preparation time for professional members of Council.

*It was moved by C. Bezaire and seconded by M. Kennedy-Mitchell to approve two hours of preparation for professional members. – Motion CARRIED.*

## **1.2 Approval of Agenda**

*It was moved by A. Katz and seconded by J. Somerville to approve the agenda. – Motion CARRIED.*

## **1.3 Declaration of Conflict of Interest**

T. Mark submitted a conflict of interest in relation to an in-camera item 7.2.1. No other conflicts were declared.

## **1.4 Approval of Minutes of May 29, 2025 Council Meeting**

*It was moved by A. Katz and seconded by J. Tsung to approve the minutes of the May 31, 2024 Council meeting. – Motion CARRIED.*

## **1.5 Welcome Guests**

N. Zwiers welcomed Council, staff and guests and online observers to the session.

## **1.6. Thanking Councillors who are leaving after this meeting.**

N. Zwiers welcomed and introduced the newly elected and appointed Councillors to the College: Jessica Tsung (Professional Member) was acclaimed in District 1 and Chad Bezaire (Professional Member) in District 2, and Sue McArthur (Public Member). She also thanked Professional Member Matthew Andrade and Public Member Guransh Brar for their service to Council.

## **2. Consent Agenda Items**

*It was moved by M. Najmudin and seconded by R. Nazeer to approve consent agenda items 2.1, 2.2. and 2.3. – Motion CARRIED.*

## **2.1 Council Survey Results**

N. Zwiers thanked all those who took the time to complete the survey and reminded Council. College staff work hard to ensure the meetings go seamlessly to ensure openness and transparency with respect to sharing the Council's decisions and discussions.

## **3. Decision Items**

### **3.1 Council Appointments**

*It was moved by I. Ahmad and seconded by A. Klayman that Council to appoint Peter Stavropoulos as the Podiatrist representative in District 1 (Combined Districts 1 and 2) to Council. – Motion CARRIED.*

### **3.2 Election of Executive Committee Members**

N. Zwiers reported that there are five positions for election to the Executive Committee that would be cast by secret ballot, if necessary. The five positions are President, Vice-President, Professional Member, first Public Member and second Public Member. She added that there would be five separate elections, one for each position, if necessary.

#### (a) Election of President

N. Zwiers requested nominations for President of the Executive Committee. C. Bezaire nominated P. Stavropoulos and P. Stavropoulos accepted the nomination. There were no further nominations. P. Stavropoulos was acclaimed as President.

#### (b) Election of Vice-President

N. Zwiers requested nominations for Vice-President of the Executive Committee. P. Stavropoulos nominated C. Bezaire as Vice-President, and C. Bezaire accepted the nomination. There were no further nominations. C. Bezaire was acclaimed as Vice-President.

#### (c) Election of Professional Member

N. Zwiers requested nominations for the professional member on the Executive Committee. E. Chung nominated J. Somerville as the professional member and J. Somerville accepted. There were no further nominations. J. Somerville was acclaimed as the professional member.

#### (d) Election of Public Member – First Position

N. Zwiers requested nominations for the first public member on the Executive Committee. P. Stavropoulos nominated A. Katz and A. Katz accepted. There were no further nominations. A. Katz was acclaimed as the first public member.

#### (e) Election of Public Member – Second Position

N. Zwiers requested nominations for the second public member on the Executive Committee. J. Somerville nominated R. Nazeer and R. Nazeer accepted. There were no further nominations. R. Nazeer was acclaimed as the second public member.

Following the Executive Committee election process, P. Stavropoulos took over as Chair of the meeting.

### **3.3 Revisions to the By-laws Regarding Budgeting and Financial Authority**

*It was moved by I. Ahmad and seconded by R. Nazeer that Council approve the removal of references from the By-laws as indicated and approve the policy that replaces these By-law provisions. – Motion CARRIED*

### **3.4 Approval of the Newly Proposed Key Performance Indicators (KPIs)**

*It was moved by E. Chung and seconded by J. Gu that Council approve the proposed new KPIs for the College's initiatives. – Motion CARRIED*

N. Zwiers added that this is in keeping with other regulators' practices.

### **3.5 Approval of the Revisions to By-Law 1: General re: prior discipline findings**

*It was moved by A. Katz and seconded by J. Somerville that Council approve the revisions to the By-Law 1: General regarding prior discipline findings. – Motion CARRIED*

### **3.6 Code of Ethics – Updated**

*It was moved by C. Bezaire and seconded by R. Nazeer to approve the updated Code of Ethics for registrants. – Motion CARRIED*

### **3.7 Patient Relations Standard – Updated**

*It was moved by I. Ahmad and seconded by E. Chung that Council approve the updated Patient Relations standard, in principle, and direct that the proposed amendments be circulated to registrants, public and system partners for comment for 60 days before the matter is returned to Council. – Motion CARRIED*

N. Zwiers added this will be shared with the public and registrants inviting feedback, and at the next meeting, Council will have to vote on approving the proposed standard upon review of the feedback gathered in the consultation period.

### **3.8 Revisions to By-law 2 (Fees) re: Registration Examination Costs**

*It was moved by M. Najmudin and seconded by M. Kennedy-Mitchell that Council approve the proposed changes to By-law 2 Fees regarding the registration examination costs, in principle, and direct that the proposed amendments be circulated to registrants and system partners for comment for 60 days before the matter is returned to Council. – Motion CARRIED*

N. Zwiers added that the public and registrants, including students, will be able to provide feedback, for consideration by Council at the January Council meeting when they will vote to approve the proposed amendments to the by-law.

M. Kennedy-Mitchell suggested sharing the details of cost-neutrality, fees, costs associated with developing, administering and running exams. To help public/registrar get an idea of why the fees are affected and what it means to be cost neutral.

N. Zwiers shared that exam writing, setting exam procedures, and ensuring fairness and accuracy in the exams are some of the aspects associated with conducting registration exams. As a smaller college working with psychometricians, where the number of exam writers fluctuates every year, the costs associated with conducting registration exams twice a year also vary every year. However, N. Zwiers reminded Council that the invitation for feedback is not intended to invite a review of the College’s operations. Rather, the invitation for feedback is essentially to indicate support for either the cost of the exams being neutral to the College or support for the College subsidizing the cost of exams in whole or in part.

C. Bezaire added that it’s helpful to highlight that the College must be financially stable in order to be able to protect the public and conduct operations in a sustainable and practical way.

### 3.9 QAC Policies and Procedures

*It was moved by R. Nazeer and seconded by E. Chung that Council approve the updated Quality Assurance Program Policies and Procedures, which include the implementation of a risk-based practice assessment model for registrants. – Motion CARRIED*

In response to a question related to the process for assessments of registrants working in an academic clinical setting, N. Zwiers clarified that any practice site is open to assessment, including The Michener Institute’s Chiropody clinic. In the past, random assessments were conducted, and over time, risk-based assessments were considered to be the most effective way to conduct assessments.

### 3.10 Executive Committee’s recommendations for Committee Chairs and Committee Composition

*It was moved by C. Bezaire and seconded by E. Chung that Council approve the Executive Committee’s recommendations for Committee Chairs and Committee Composition – Motion CARRIED*

Committee Name	Committee Chair	Professional Members	Public Appointees	Selected Members	Non-Council Appointees
<b>Executive</b>	Peter Stavropoulos	Chad Bezaire Jannel Somerville	Allan Katz Reshad Nazeer		
<b>Inquiries, Complaints and Reports</b>	Cesar Mendez	Edward Chung Jannel Somerville Chad Bezaire Jinyu Gu Mary Ellen Kennedy-Mitchell Murtuza Najmudin Peter Stavropoulos Jessica Tsung	Allan Katz Reshad Nazeer Itraf Ahmad Sue McArthur	Tobi Mark	Brooke Mitchell Cesar Mendez Ruth Thompson Stephanie Shlemkevich Allen Frankel Eliot To Shael Weinberg Melanie Atkinson Matthew Andrade
<b>Discipline (Ontario Chiropody and Podiatrist Discipline Tribunal)</b>	David Wright (Chair)  Cesar Mendez (Vice Chair)	Edward Chung Jannel Somerville Peter Stavropoulos Chad Bezaire Jinyu Gu Mary Ellen Kennedy-Mitchell Murtuza Najmudin Jessica Tsung	Allan Katz Reshad Nazeer Itraf Ahmad Sue McArthur	Tobi Mark	Brooke Mitchell Shael Weinberg Eliot To Melanie Atkinson Stephanie Shlemkevich Ruth Thompson Matthew Andrade  <b>Experienced Adjudicators:</b> Raj Anand Sherry Liang Sophie Martel Jennifer Scott Jay Sengupta

<b>Fitness to Practise</b>	Brooke Mitchell		Reshad Nazeer	Tobi Mark	Cesar Mendez Kimberley Resmer Pauline Looi Eliot To Matthew Doyle Deepka Duggal
<b>Patient Relations</b>	Peter Stavropoulos		Allan Katz Reshad Nazeer		Brooke Mitchell Pauline Looi Matthew Doyle
<b>Quality Assurance</b>	Millicent Vorkapich-Hill	Andrew Klayman	Reshad Nazeer		Brooke Mitchell Julie Fraser Tina Rainville Lisa Balkarran Ruth Thompson Matthew Doyle Melanie Atkinson Andrea Di Croce
<b>Sedation</b>	Millicent Vorkapich-Hill	Andrew Klayman			Andrew Klayman Brooke Mitchell Julie Fraser Matthew Doyle Melanie Atkinson
<b>Registration</b>	Matthew Doyle	Peter Stavropoulos	Allan Katz Reshad Nazeer		Matthew Andrade Deepka Duggal Tejinder Sahota Ruth Thompson Melanie Atkinson Julie Fraser
<b>Ad Hoc OR Standing Committees</b>	<b>Chair</b>	<b>Professional Members</b>	<b>Public Appointees</b>	<b>Selected Members</b>	<b>Non-Council Appointees</b>
<b>Audit</b>	Chad Bezaire	Edward Chung	Reshad Nazeer Sue McArthur		
<b>Standards and Guidelines</b>	Brooke Mitchell	Edward Chung Chad Bezaire Peter Stavropoulos Jannel Somerville	Reshad Nazeer	Tobi Mark	Julie Fraser
<b>Registration Examination</b>	Stephanie Shlemkevich	Jinyu Gu Murtuza Najmudin			Brooke Mitchell Julie Fraser Lisa Balkarran Andrea di Croce
<b>*Registration Exam Writers</b>	Mary Ellen Kennedy-Mitchell Danielle Bannerman Tina Rainville Deepka Duggal Julie Fraser Andrea di Croce James (Jim) Hill Jaffar Shaikh				
<b>Drug</b>	Peter Stavropoulos	Jannel Somerville	Allan Katz		Cesar Mendez
<b>Technical</b>	Edward Chung	Chad Bezaire			John Lanthier Matthew Doyle
<b>Elections</b>	Allan Katz		Allan Katz Reshad Nazeer		Matthew Doyle
<b>Strategic Planning</b>	Millicent Vorkapich-Hill	Peter Stavropoulos Edward Chung Jannel Somerville	Allan Katz Reshad Nazeer		Matthew Doyle
<b>Registrar's Performance and Compensation</b>	Allan Katz	Peter Stavropoulos Edward Chung	Allan Katz		

#### **4. Presentation: Ensuring Sustainability and Alignment - Examination Fees & Outcomes**

Nawaz Pirani, Director, Registration and Regulatory Programs, shared the proposed update to Registration Examination fees to ensure sustainability and greater alignment for the College.

Dr. Anthony Marini, President at Martek Assessments, shared his insights from his work as a psychometrician who works with regulatory Colleges, conducting examinations. Some of the aspects include the process of exam setting, determining the quality and validity of questions, identifying any errors or technical flaws in questions, identifying if any question is outdated or referring to procedures or practices that no longer apply. Additionally, there are reviews to make sure questions are well constructed and usable for the exams, as well as relevant to the registration of footcare professionals in the province.

#### **5. Presentation: As of Right Legislative Amendments**

Nicole Zwiers, Registrar and CEO, provided an update to the group on the Ministry of Health's request for feedback on its proposed amendments to the As of Right legislation. She shared slides provided by the Ministry of Health to the Health Profession Regulators of Ontario (HPRO) management committee, of which, N. Zwiers is a member. The MOH's proposal is based on a First in Canada approach that expedites the process for healthcare professionals registered in other jurisdictions to being practise in Ontario.

#### **6. Discussion Items**

##### **6.1 Registrar's Report**

The Registrar's report is provided in the meeting materials. N. Zwiers added that she was invited by the College of Audiologists and Speech-Language Pathologists of Ontario to share her experiences and key learnings from the College's outreach to the Chiefs of Ontario Council and garnering their support for the Full Scope Podiatry Model, proposed by the College.

N. Zwiers also talked about the College's focus on meaningful outreach with The Michener Institute's chiropody students, which she finds valuable in dispelling any myths about the College and regulatory processes. These interactions also provide an excellent opportunity to introduce students to the College's work and welcome them to the profession.

##### **6.2 Draft Financial Statements**

M. Najmudin suggested adding a glossary of terms to help understand the acronyms used for institutions.

##### **6.3 President's Report (verbal)**

P. Stavropoulos thanked staff members and the Registrar for their behind-the-scenes work and efforts to coordinate Council meetings and thanked Councillors for their time on important College work. He also thanked Councillors for their time and enthusiasm for tackling the wide range of regulatory topics and issues presented at the meetings.

##### **6.4 Key Performance Indicators (KPIs) Update & Dashboard**

The dashboard (included in materials) provides a sense of where the College stands in terms of functions and programs and will accompany Council materials going forward to keep Council informed.

N. Zwiers clarified that the KPIs have been updated and approved by Council. She also clarified that the old dashboard now has all items that are marked green, to indicate completion of the task and progress. N. Zwiers has spoken to diverse healthcare, governmental and regulatory audiences regarding the College's priorities in addressing gaps in access to foot care through the proposed implementation of the Model. The newly approved KPI dashboard will be presented at the next Council meeting.

## **7. In Camera**

*It was moved by M. Najmudin and seconded by J. Gu at 12:45pm 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 seconded by M. Najmudin at 4:00 pm. – Motion CARRIED.*

## **8. Next Meeting**

### **8.1 Council Meeting Dates for 2026**

- Thursday, January 29, 2026
- Thursday, June 4, 2026
- Thursday, October 1, 2026

### **8.2 Council Survey Reminder**

### **8.3 Proposed Agenda Items for Next Meeting**

- M. Kennedy-Mitchell suggested: As of Right Legislation updates and Full Scope Podiatry Model.

## **9. Adjournment**

*It was moved by P. Stavropoulos and seconded by M. Najmudin that the meeting be adjourned. – Motion CARRIED.*

The meeting was adjourned at 4:04 p.m.