



COUNCIL MINUTES

Date: June 21, 2024

Time: 6:00 p.m. – 9:00 p.m.

Location: COA Office

Attendance:	Margaret Cayenne	Raegan Cerisano	Laura Lazenby-Pashko
	Olatunde Olatona	Scott Smith	Lana Bentley
	Chinedu Ogbonna	Tammy Kohut	Carrie Gronau
	Cheryl Seaborn	Kayla Walsh	Oziren Ogbimi

1. CALL TO ORDER AND RELATED BUSINESS

1.1 Pillars and Land Acknowledgement

The meeting was called to order at 6:03 p.m.

1.2 Approval of Agenda

Motion 1.0: That the agenda for the June 21, 2024, Council meeting agenda be approved. Moved by: Laura Lazenby-Pashko. Seconded by: Scott Smith. Carried.

1.3 Approval of Minutes

Motion 2.0: That the minutes for the March 24, 2024, Council meeting be approved. Moved by: Margaret Cayenne. Seconded by: Laura Lazenby-Pashko. Carried.

1.4 Conflict of Interest

No conflicts were declared.

2. GOVERNANCE AND AUDIT

2.1 Council Elections 2024

The President opened the floor for nominations for the position of President and Vice-President of the College.

Lana Bentley noted that she was willing to allow her name to stand for President should no one else put their name forward. Laura Lazenby-Pashko put her name forward for the position of President.

Motion 3.0: That Laura Lazenby-Pashko be appointed as President of the COA for a one-year term. Moved by: Margaret Cayenne. Seconded by: Raegan Cerisano. Carried.

Motion 4.0: That Lana Bentley be appointed as Vice-President of the COA for a one-year term. Moved by: Scott Smith. Seconded by: Margaret Cayenne. Carried.

Motion 5.0: That the COA Council accept Christina Logee’s resignation from the Council. Moved by: Laura Lazenby-Pashko. Seconded by: Scott Smith. Carried.

2.2 Committee Positions 2024/2025

The Council was asked to establish which committee each member would like to participate on and select a Chair. Council members put their names forward for their interested committees and it was agreed that the selection process would be completed via Basecamp.

2.3 Roundtable Discussion

The vacancy left by Assad Choudhry was discussed. It was the preference of the Council not to leave the position vacant.

- **Action Item:** Staff to approach the nominee with the second highest score from the blind review, to fill the position and conduct an e-vote on Basecamp for the appointment.

2.4 President’s Report

The Council President’s report was provided to Council. No questions were posed.

2.5 Governance and Audit Report

The Governance and Audit Committee gave an update on the work of the committee for the previous quarter. The Accounting Manager reviewed the draft 2025 COA Budget. No questions were posed.

Motion 6.0: That the COA’s 2025 draft budget be approved as presented. Moved by: Scott Smith. Seconded by: Laura Lazenby-Pashko. Carried.

- **Action Item:** Staff to investigate Carbon Tax exemptions for the College.

3. REGISTRATION AND COMPETENCE

3.1 Registration and Competence Committee Report

The Chair of the Registration and Competence Committee reviewed the committee's work over the last quarter. No questions were posed.

- **Action Item:** Staff to canvas what other optician regulatory colleges in the other provinces are doing and bring it back to the Council for further discussion.
- **Action Item:** Staff to make recommendation for the Courtesy Permit fee and canvas other colleges and include a minimum/maximum on the time limit.

4. OPERATIONS UPDATE

4.1Q2 Operational Report

The CEO and Registrar provided an update to the Council on the operations of the College for Q2 of 2024.

- **Action Item:** Staff to include the full version of the Risk Register on Basecamp and include only high-level items in the operational report.

Motion 7.0: That the Q2 Operational Report be approved as presented. Moved by: Kayla Walsh.
Seconded by: Laura Lazenby-Pashko. Carried.

4.1 NACOR Update

The CEO and Registrar provided an update on the NACOR meetings held in April.

4.2 Equipment Donation

The CEO and Registrar provided an update on the equipment in the office which was used as part of the remediation process while the college was still performing association duties. It was suggested that the COA give equipment to a stakeholder such as a school or the association. An update was provided to the Council on the equipment that was borrowed by a regulated member and not returned.

- **Action Item:** Staff to follow up on the donation of the equipment at the office and the levy for the lost vision screener and provide an update at the next Council meeting in October.

Adjournment

The meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Kristie Murray
Recording Secretary