

Council Minutes	
Date/Time of Meeting	March 27, 2012 – 9:30 a.m.
Chair	Conny Glenn (CG)
Timekeeper	Stamatis Kefalianos
Notetaker	Stamatis Kefalianos
Present:	Conny Glenn (CG), Michelle Meghie (MM), Maureen Ralph (MR), Tony Bauer (TB), Rod Hare (RH), Doug Lafreniere (DL), Elizabeth Chapman (EC,) Denise Nadeau (DN)
Regrets	Neil McCartney (NM),
Staff in Attendance/ Guests	Brenda Kritzer, Sheryl Hobbs-Canning, Nancy Leris, Magda Reder, Stamatis Kefalianos
Constitution of the Meeting	As a notice of the meeting had been duly given in accordance with the by-laws of the Transitional Council for the College of Kinesiologists of Ontario and a quorum was present, the meeting was duly constituted for the transaction of business.
Conflict of Interest	Facilitator: CG None
Approval of Agenda	Facilitator: CG UPON A MOTION duly made by EC, it was resolved that the Agenda as circulated be approved. Carried
Business Arising	<p style="text-align: center;">Action Items from January 23, 2012 Meeting</p> <p style="text-align: center;"><u>Review of Action Items</u></p> <p>1. The financial policy on payment of per diems will be changed to include non-council members of committees, panels and those who are investigators of the College.</p> <p>Brenda Kritzer - Completed</p> <p>2. The Examination Oversight Committee framework will be changed to include:</p> <ul style="list-style-type: none"> • Examination Oversight Committee will report directly to Council, • The Executive Committee will present slate of candidates and report the roster to Council, and • Included in the membership of the Examination Oversight Committee will be at least 1 member who is French speaking. <p>Brenda Kritzer – Completed</p> <p>3. The TCKKO by-laws will be posted on the TCKKO website for consultation for a period of 60 days.</p> <p>Brenda Kritzer – Completed</p>
Committee Reports	<p style="text-align: center;"><u>1. Executive Committee</u></p> <p>Facilitator: CG</p> <p>I. President’s Report:</p> <ul style="list-style-type: none"> • Transfer Payment Agreement: The Ministry is working on a Transfer Payment Agreement (TPA) with each Transitional

Council (TC) which the TCKKO will be required to sign. An early draft was reviewed by the Registrars. The Ministry has proposed an addition to the draft to emphasize that the transfer payment is “up to \$1 million” and that should the TC be in receipt of other revenues that the TP may be correspondingly reduced. The Registrar has raised concerns with the Ministry noting that while fees may be collected, the Colleges are required by legislation to establish certain holding funds and that good business practice also requires an organization to maintain a contingency fund as well as certain capital improvement funds for new equipment, leasing, etc. The Ministry hopes to have the document signed before April 1 allowing for cash flow to the TCs. However, the Minister must sign first and then the Registrar and President are required to sign on behalf of the TC.

UPON A MOTION made by RH, Council approve the TPA and that the President and the Registrar will sign the approved TPA upon approval by the Minister of Health and Long-Term Care. Carried.

- **Budget Submission:**
 Ministry representatives advised that all TCs would receive only \$1 million in transfer payment for fiscal 2012-13. Previously, the Ministry had indicated that each TC would receive \$1.5 million. Fiscal restraint within the Ministry is the explanation provided. The TC will not be required to re-pay monies spent during the transitional period. Work is underway to re-align and make cuts to the budget to minimize costs over the \$1 million. A revised budget will be presented to Committee for review and recommendation to Council in April.
- **Examination Project:**
 A request for volunteers to join the Examination and Item Writing Committee was sent to Deans and program directors at the universities as well as to professional associations. The draft terms of reference for the Examination and Item Writing Committee were provided as part of the nominations package. These terms of reference require approval by Council to establish two Committees as Standing Committees of Council.

UPON A MOTION made by TB, Council approve the terms of reference for the Examination and Item Writing Committees. Carried.

- **Resolution to Dissolve Competency Development Steering Committee:**
 The terms and conditions of the Steering Committee Competency Development project had been completed to the satisfaction of Council and all payments have been made to the contractor.

UPON A MOTION made by EC, the Steering Committee appointed for the Competency Development Project be dissolved. Carried.

- The TCKKO has established a bank account at the Royal Bank of Canada. Two signatures are required on cheques on the College bank account according to our financial by-laws. It is practical to have three signing authorities to ensure that there are always two available signatories and those cheques to the Registrar as reimbursement for expenses are properly signed.

	<p>UPON A MOTION made by DL, Council appoint CG, BK, and RH as the role signatories to the College bank account. Carried.</p> <ul style="list-style-type: none"> • Proposed Benefits Plan for Staff: All of the TCs have been working towards establishing a proper benefits package for staff and three quotes have been received and are being evaluated. There are a number of considerations including whether staff members will be required to provide a health report to the provider, potential lapse in coverage, whether there are any advantages to be gained by selecting the same provider as the other TCs, and flexibility of providers relating to the timing of payment for coverage (given that the first deposit from the Ministry may not be on April 1st). <p>UPON A MOTION made by TB, the Registrar be approved to negotiate and put in place a benefits package and carrier for the staff of the College. Carried.</p> <ul style="list-style-type: none"> • Approve draft HR Policies A number of human resources policies were presented and discussed. <p>UPON A MOTION made by EC, the Human Resources Policies for staff be brought back to Council at its next regular meeting for further consideration and final approval. Carried.</p>
	<p><u>New Business</u></p> <p>Facilitator: CG</p> <p>None</p>
	<p><u>Review of Action Items</u></p> <p>1. A revised budget will be presented to Council Brenda Kritzer</p> <p>2. A benefits plan will be presented to Council Brenda Kritzer</p>
<p>Next Council Meeting Date</p>	<p>April 16, 2012</p>
<p>Motion to Terminate the Meeting</p>	<p>UPON A MOTION duly made by RH, the meeting was adjourned. 10:45</p>