

ATTENDEES

Council Members: Voting

- Nicole Cardinal, MD, CCFP, Chair
- Rhonda Laboucan, Member-at-Large
- Garnet Clark, MBA, CPA, CMA
- Logan Day
- Patrick Etokudo, M.Sc, FSCMP
- Nahla Goma, MBBCH, MSc, MD PhD, SFHEA, FAcadMED

Council Members: Non-Voting

- Todd Anderson, MD, FRCP(C), FCAHS, Dean Cumming School of Medicine
- Brenda Hemmelgarn, MD, PhD, Dean FoMD
- Day 1 a.m. only / Regrets Day 2

CPSA Executive Leadership Team

- Scott McLeod, MD, CCFP, FCFP, Registrar
- Dawn Hartfield, BScMed, MPH, MD, FRCPC, Deputy Registrar & Hearings Director
- Jeremy Beach, MBBS, MD, FRCPC, Assistant Registrar, Accreditation
- Michael Caffaro, MD, CCFP FCFP, Assistant Registrar, Continuing Competence

CPSA/Council Support Team

- Jason MacDonald, Director, Office of the Registrar
- Kerry-Ann McPherson, MSc, CAPM, Program Manager, Governance
- Kimberley Murphy, ACEA, Senior Executive Assistant, Recording Secretary
- Nazrina Umarji, B.Ed, JD, Director, Legal Services & General Counsel

Regrets

- Richard Buckley, MD, FRCS
- Daisy Fung, BMSc, MD, CCFP, Vice Chair

Resources for Council Members:

- Council Culture Agreement
- CPSA Strategic Plan
- CPSA Council Reference Manual
- Principles to Guide Council Interactions
- Council Conflict of Interest Policy
- In-Camera Sessions Policy

- Maryana Kravtsenyuk, MD, MSc, FRCPC
- Hon. Robert Merrifield, PC
- Oluseyi Oladele, MD, CCFP, FCFP
- Laurie Steinbach, BSW, BEd
- Ian Walker, MD, MA
- Pan Zhang, MBA, BSc, BA

- Tamara Yee, MD, PhD, Past-President, PARA
- Virtual Day 1 & Day 2
- Jenna Salem, Student Observer

- Gordon Giddings, MD MBA FCFP, Assistant Registrar, Professional Conduct & Complaints Director
- Ed Jess, BA, Chief Innovation Officer
- Sayra Khandekar, MD, MD MBA FRCPC FACC, Assistant Registrar, Registration
- Michael Neth, PEng, Chief of Staff
- Tracy Simons, CPA, CA, Chief Financial Officer

CPSA Staff Presenters

- Phong Van, Director, Continuing Competence
- Sarah Stelmack, Director, Corporate Services
- Agatha McKechnie, Communications Advisor
- Rachael Gronberg, Communications Advisor

External Attendees

- Dr. Colleen Forestier

Public Attendees

- CPSA staff and members of the public are invited to attend the meeting virtually.

- Social Media Guidelines
- Council Member Code of Conduct Policy
- Councillor's Oath
- CPSA Values
- Commonly used Acronyms
- Council Decisions Terminology

Thursday, May 29, at CPSA Council Chambers

(Breakfast for Council, Executive Team Members and CPSA/Council Support Team available at 0730)

Time	Topic	Presenters
0730	Breakfast	All
0815	IC1 In-camera Session (Attendees: Council, Executive Leadership Team, CPSA/Council Support Team)	Council Chair
	IC1.1 Call to Order, Introductions & Meeting Logistics	Council Chair
	IC1.2 Reflection on the Council Culture Agreement & Coin	
	IC1.3 Adoption of In-camera agenda and approval of In-camera Minutes	
	IC1.3.1 Adoption of In-camera Agenda	
	IC1.3.2 Approval of In-camera Minutes from March meeting	
	IC1.3.3 Approval of In-camera Minutes from Special Council Meeting April 1, 2025	
	IC1.3.4 Council Meeting Feedback - March 2025 (for discussion)	
0840	Adjournment of In-camera session	
0840	1.0 Call to Order of Public Session	Council Chair
	1.1 Chair Opening Remarks & Introductions	
	1.2 Traditional Territory Acknowledgement	TBA
	1.3 Conflict of Interest Declaration (Real, Potential or Perceived)	
0850	2.0 Adoption of Public Agenda and Approval of Minutes	Council Chair
	2.1 Adoption of Agenda	
	2.2 Approval of Minutes	
	2.2.1 March 2025 CPSA Council Public Meeting Minutes	
	2.2.2 Decisions from In-Camera Meeting (March 2025)	
	2.2.3 Decisions from In-Camera Meeting (April 2025)	

0900	3.0	Consent Agenda	Council Chair
		<p><i>The Consent Agenda has been prepared by the Executive Committee using the consent agenda checklist and contains items that are proposed for unanimous consent and without debate. However, Council members may seek clarification or ask questions.</i></p> <p>Consent Agenda Process: To move a consent agenda item to the regular agenda, identify the agenda number and title to be moved via:</p> <ul style="list-style-type: none"> (1) An email to the Council Chair OR (2) A point of information to the Council Chair prior to the adoption of the agenda on the day of the Council meeting. 	
	3.1	Executive Committee Meeting Meeting Summary Report (for information)	
	3.2	Governance Committee	
		3.2.1 Meeting Summary Report (for information)	
		3.2.2 Committee Appointments (for approval)	
		3.2.3 Council Policies (for approval)	
		3.2.3.1 Registration Policies	
		3.2.3.2 Executive Elections	
		3.2.3.3 Council Policy Statement and Guidance on Prevention of Spread of COVID-19 in CPSA's Workplace	
		3.2.3.4 Delegation of Authority to Appoint Inspectors	
	3.3	Finance and Audit Committee Meeting Summary Report (for information)	
	3.4	Ad Hoc Bylaw Review Project Committee Update	
	4.0	Executive Reports	
0910	4.1	Chair's Report (for information/discussion)	Nicole Cardinal, Council Chair
0920	4.2	Registrar's Report (for information/discussion)	Scott McLeod CEO/Registrar
	5.0	Department Reports	
1020	5.1	Registration Department Update (For information)	Sayra Khandekar Assistant Registrar, Registration

1140	5.2	Office of the Registrar CPSA Partnership Agreement with G4 Health (for approval)	Michael Neth Chief of Staff Sondra Mackenzie-Plovie, Senior Advisor, Community Engagement
1215	LUNCH		
1300	5.3	Accreditation Diagnostic Imaging Accreditation Standards – Teleradiology Ultrasound (for approval)	Jeremy Beach Assistant Registrar, Accreditation
6.0	Council Committee Reports		
1330	6.1	Governance Committee 6.1.1 Committee Annual Reports (for approval) 6.1.2 Council Retreat 2026 (for approval) 6.1.3 Bylaw Revisions – Accreditation (for approval)	Laurie Steinbach Committee Co-Chair
1415	BREAK		
1430	6.2	Finance and Audit Committee 6.2.1 2024 Audited Financial Statements (for approval) 6.2.2 Waiving fees for physicians completing their residency and fellowship in Alberta (for approval) 6.2.3 Change the timing of the annual renewal for physicians, physician assistants and professional corporations (for approval)	Patrick Etokudo Committee Chair
1510	6.3	Executive Committee Council Cover Report (for approval)	Nicole Cardinal Committee Chair
1530	Adjournment of Public Session		
BREAK/Transition			
1545	IC2	In-camera Session	Council Chair
		IC2.1 Council Meet & Greet with Dr. Colleen Forestier (Attendees: Council, Registrar & CEO, Chief of Staff, Council Support Team)	Nicole Cardinal Committee Chair
		IC2.2 Council Executive Elections – Council Chair (Attendees: Council, Registrar & CEO, Chief of Staff, Council Support Team)	Governance Committee Chair

IC2.3 Medical Council of Canada (MCC) – Multisource Feedback
(Attendees: Council, Registrar & CEO, Chief of Staff, Chief
Financial Officer, Director Continuing Competence,
Director Corporate Services)

Scott McLeod
Registrar & CEO

1715

Adjournment of In-camera session

Friday, May 30, 2025, CPSA Council Chambers

(Breakfast for Council, Executive Team Members and CPSA/Council Support Team available at 0745)

Time		Topic	Presenters
0745		Breakfast	All
0815	1.0	Call to Order of Public Session	Council Chair
	1.1	Chair Opening Remarks & Introductions	
	1.2	Traditional Territory Acknowledgement	TBA
Continuation from Day 1 Public Session			
	6.0	Council Committee Reports – (Continuation from Day 1)	
0825	6.4	Anti-Racism Anti-Discrimination Action Advisory Committee (ARADAAAC) Meeting Summary Report (for information)	Michael Neth Chief of Staff Jason MacDonald Director, Office of the Registrar
0845	6.5	Indigenous Advisory Circle (CIRCLE) Meeting Summary Report (for information)	Nicole Cardinal Committee Co-Chair
0855	6.6	Ad-Hoc Registrar & CEO Selection Committee Closing Report (for approval)	Nicole Cardinal Committee Chair
	7.0	Standing Items	
0900	7.1	Key Performance Indicators (KPI) Dashboard (for information)	Ed Jess Chief Innovation Officer
	8.0	Business Arising	

0930 8.1 CPSA Annual Report 2024 (for approval)

Rachael Gronberg &
Agatha McKechnie
Communications
Advisors

0945	Adjournment of Public Session		
BREAK/Transition			
In-Camera Meeting Session			
1000	IC3	Call to Order of In-Camera session (Attendees: Council, Registrar & CEO, Chief of Staff)	Council Chair
1005	Council Learning Session <ul style="list-style-type: none">Due Diligence in Non-Expert Topics Part 2 <i>Panel discussion and co-development of resource exploring due diligence in decision making outside of Council members’ typical expertise.</i>Acknowledging Peoples and Lands <i>CPSA support and resources for delivering acknowledgements of peoples and lands.</i>		
1200	Adjournment		
1200	LUNCH		