



Executive Council Meeting Minutes
April 22, 4:00PM-6:00PM
Virtual – Teams

- Present:** *Nicole Fowler (Registrar/Executive Director), Angela Kaiser-Hansen (Past President), Odette Comeau Lavoie (Public Representative), Francisca Morneault-Rouleau (Secretary), Laura Garland (President Elect), Dianne Silliphant (President), Paula Murray (Treasurer), Valerie Caron (Deputy Registrar).*
- Absent :** *Miguel Leblanc (Public Representative)*
- Invitees:** *Chantal LeBlanc (Office Manager)*
- Quorum:** *Quorum requirements met*
- Note Taker:** *Meeting Minutes taken by Chantal LeBlanc (Office Manager); reviewed and revised by Francisca Morneault-Rouleau as needed.*

The meeting was called to order at 4:01 pm.

1. Declarations of Conflict of Interest

- 1.1.1.No conflicts of interest to declare.

2. Approval

- 2.1.1.Agenda – **Motion** made by Laura to approve the agenda. Seconded by Paula. Motion carried.
- 2.1.2.Minutes from January 22, 2024, Executive Council meeting. **Motion** made by Francisca to approve the revised minutes. Seconded by Odette. “In favors” have it. Motion carried.
- 2.1.3.Minutes from February 11, 2024, Executive Council meeting with Lawyer. **Motion** made by Paula to approve the minutes. Seconded by Odette. “In favors” have it. Motion carried.

3. Registrar/Executive Director Council Report

3.1.1. Discussed charges associated with credit card and PAD (Pre-Authorized Debit) registration payment options through Alinity. Alinity does not currently have the option to charge an exclusive administrative fee to registrants who choose to use those payment options. NBASLPA will absorb the administrative fee for credit card and/or PAD payments.

4. Business Arising

4.1.1. Executive Council Action Items Spreadsheet – Spreadsheet will no longer be used to track action items from Executive Council meetings as action items are captured in the minutes.

4.1.2. Act Violation – Review of Lawyer Cease-and-Desist Draft letter - Discussed the next steps regarding the draft letter. If we proceed, the next action would be to seek an injunction with the courts if the recipient does not comply with the cease-and-desist request. Registrar/Executive Director will consult with the lawyer to clarify if NBASLPA can send a cease-and-desist or general letter directly to the Board. Motion made by Angela to send a cease-and-desist letter by our lawyer. Seconded by Dianne. Motion carried.

4.1.3. Branding/Logo - Logo submissions – Reviewed all logos submitted and narrowed down the selection to 3 preferred logos. **Action:** Registrar/ED collected feedback from everyone and will work on creating additional logo options based on the preferences identified.

4.1.4. Public Awareness poster campaign – Tabled.

5. New Business

5.1.1. Executive Council appointments required for the Discipline Committee. **Motion** made by Francisca to reappoint Evan and Leslie to the Discipline Committee for an additional 2-year term and as Leslie as the Chair. Seconded by Laura. “In favors” have it. Motion carried.

5.1.2. Proposed amendment to Table 1: Curriculum Components in the Rules - conflicts with Rule 14.9.1 (f)(i) - Substantial Equivalence. **Motion** made by Laura to accept proposed amendments to Table 1: Curriculum Components. Seconded by Paula. “In favors” have it. Motion carried.

5.1.3. Proposed wording amendment to Rule 14.9.1 (c), (d) for improved clarity – Mentorship - **Motion** made by Paula to accept the changes as presented to Rule 14.9.1 (c), (d). Seconded by Francisca. “In favors” have it. Motion carried.

5.1.4. Proposed Rule amendment 14.9.1 (viii) - Criminal Records Check - **Motion** made by Paula to accept changes as presented to Rule 14.9.1 (viii). Seconded by Odette. “In favors” have it. Motion carried.

5.1.5. Proposed Rule amendment 14.4 - Practising to Non-Practising Status - Alinity – **Motion** made by Angela to accept the changes proposed with amendments discussed to Rule 14.4. Seconded by Laura. “In favors” have it. Motion carried.

5.1.6. Recommendation to dissolve the NBASLPA Facebook page – The Facebook page is currently set up as an Association page. **Action:** Registrar/ED will conduct a comprehensive landscape scan to identify if other regulatory bodies have a Facebook page and the content posted. **Motion** made by Paula to dissolve the NBASLPA Facebook page. Seconded by Francisca. “In favors” have it. Motion carried.

5.1.7. CETP (Canadian Entry to Practice) Exam Policy document – Registrar/Executive Director presented the NBASLPA CETP Exam Policy.

6. Financials

6.1.1. Recommendation to move \$30,000.00 from Mutual Funds to Cash (4.3%) for Discipline case and \$30,000.00 from Mutual Funds to Cash (4.3%) for Decoupling to lower the risk. Our investments earned 7.81% last year. The cash position is presently paying 4.3%. **Motion** made by Paula move the \$30,000.00 from Mutual Funds to Cash for Discipline cases and \$30,000.00 from Mutual Funds to Cash for Decoupling, Seconded by Francisca. “In favors” have it. Motion carried.

6.1.2. Financial statements for 2024 reviewed.

7. Meeting Adjournment

7.1. Motion made by Francisca to adjourn the meeting. Seconded by Paula. “In favors” have it. Motion carried.

7.2. Meeting adjourned at 6:17 pm.

8. **Date & Time of Next Meeting:** July 15, 2024 (4 – 6 pm).

Meeting minutes reviewed and approved by Secretary (Francisca Morneault-Rouleau):



Francisca Morneault-Rouleau
NBASLPA Secretary

May 28, 2024

Date: _____