



College of Massage Therapists of Ontario
Meeting of the Council

Agenda

Date: July 27, 2020

Location: Videoconference – MS Teams

Time: 9:00 AM – 12:00 PM

Item No.	Item	Item Lead	Approx. Time
1.	Call to Order	Westfall-Connor	10 min
2.	Declaration of Conflicts of Interest	Westfall-Connor	
3.	Approval of the Agenda of July 27, 2020	Westfall-Connor	
4.	<u>Items for Decision</u> 4.1 BN - 2021 Renewal Fees	Molnar/Wilcox	60 min
5.	<u>Items for Information</u> 5.1 CMTO Exam Update 5.2 Re-opening the Office	Browne Flitton	15 min 15 min
6.	New Business		
7.	Adjournment	Westfall-Connor	2 min



BRIEFING NOTE TO COUNCIL

Date: July 20, 2020

From: Executive Committee

Re: 2021 Renewal Fees and COVID-19 Update

Purpose:

To obtain Council approval of registration fees for the 2021 renewal period, as well as special relief measures to be offered to registrants in response to economic challenges presented by COVID-19.

Background:

On May 11, 2020, Council was presented with a briefing note detailing a shortlist of registration fee options (in consideration of the impact of COVID-19 on registrants) for the 2021 renewal period. After careful consideration of a range of scenarios and the potential impact on College finances, management's final recommendation to Council for the 2021 renewal period was to:

- Hold 2021 registration fees consistent with 2020
 - No fee increases.
 - No credit/fee reduction.
- Allow the 2021 General Certificate (GC) registration fee payments to be paid in two installments (Inactive Certificate (IN) fees will be paid in full by November 1st).
 - First payment due November 1st, 2020; and
 - Final payment due within four months of the renewal period, by March 1st, 2021.

However, given the uncertainty presented by COVID-19, it was agreed Council's final approval of the approach to the 2021 renewal cycle would be deferred until July/August. For further details on the analysis conducted, please refer to the briefing note and related materials provided to Council on May 11, 2020.

For Consideration:

CMTO has received feedback from RMTs since the restrictions put in place due to COVID-19. The feedback sends a clear message of the significant financial challenges faced by RMTs because of COVID-19. Of the 81 registrants that submitted their feedback between March 1st and June 1st, 2020 more than half requested a refund for 2020 fees paid and/or a reduction or credit for 2021 renewal.

Since the May 11, 2020 Council meeting, RMTs have been permitted to return to practice. While CMTO is sympathetic and recognizes the significant challenges faced by registrants, there continues to be unprecedented uncertainty with respect to the overall financial impact of COVID-19 on CMTO. In parallel, CMTO continues to experience growth in the volume of practice concerns received as well as enhanced requirements for communications and practice guidance activities. Based on the information currently available, preliminary financial projections do not preclude a potential deficit in 2020. Management will provide a comprehensive financial update in September. In consideration of these factors, there is no change to management's recommended approach to the 2021 renewal fees. In addition, management recommends launching renewal on October 1, 2020, approximately two weeks later than usual, to ensure the significant operational updates needed to implement the proposed split payment for GC holders can be completed.

Draft Motion:

THAT Council approve the following in relation to fees for 2021 registration renewal to balance the significant financial uncertainty facing CMTO due to COVID-19, with the financial pressures faced by RMTs:

1. 2021 renewal period launch on October 1, 2020 instead of September 15, 2020.
2. No fee increases for 2021. The fees will remain unchanged for a General Certificate (GC) of Registration (\$785) and an Inactive (IN) Certificate of Registration (\$200).
3. GC renewal fee will be paid in two equal installments:
 - a. The first payment and completed renewal form are due November 1st, 2020; and
 - b. The final payment due by March 1st, 2021.
4. IN renewal fees must be paid in full by November 1st, 2020.
5. The Notice of Intent to Suspend for Non-payment process will be initiated after each installment deadline date.