College of Massage Therapists of Ontario

College of Massage Therapists of Ontario
Board Meeting Minutes

Tuesday, June 10, 2025
In-person and Videoconference via Microsoft Teams

Public Member Attendees:
M. Gordon
B. Highgate
J. Mathers
J. Patel
H. Shears, Vice Chair (virtual)
C. Watt

Professional Member Attendees:
S. Adderley, Board Chair
L. Carnegie
T. Contois
C. Gollob
R. Libby
J. McGill
D. Oehring
R. Van Vliet
A. Van Zelst

Guests:
A. Dewar Gully, Tidal Equality
Dr. K. Liesch, Tidal Equality
T. Fearon, Chair Equity Diversity and Inclusion Committee
U. Paracha, Hilborn LLP
C. Roxborough, Registrar and CEO, College of Physiotherapists of Ontario
K. Schulz, Chair, College of Physiotherapists of Ontario

Staff Attendees:
M. Boon, Registrar & CEO
V. Browne, Director, Registration Services
B. Sumpton, Director, Professional Practice
A. Tannenbaum, Director, Professional Conduct
R. Ahluwalia, Director, Policy & Communications
M. Channapatna, Manager, Finance
A. Prabakaran, Manager, IT Applications
C. Eakins, Data Analyst
W. Mughal, IT Applications Support Specialist
F. Ng, Coordinator, Corporate Services

Recorder: V. Patterson, Manager, Governance

The Board Meeting was Livestreamed.

1. Call to Order

S. Adderley, Board Chair, called the Board Meeting to order at 9:00 AM and welcomed Livestream observers.

A roll call was conducted.

J. McGill provided the Land Acknowledgement to demonstrate recognition and respect for Indigenous Peoples.

2. Declaration of Conflicts of Interest

Board members were asked to declare any conflicts of interest regarding any agenda items.

No conflicts of interest were declared.

3. Approval of the June 10, 2025 Agenda

2025 June 10 - MOTION 1: J. Mathers / C. Gollob

THAT the agenda of June 10, 2025 be adopted and approved by the Board as presented.

CARRIED

4. Approval of the Consent Agenda

2025 June 10 - MOTION 2: C. Watt / R. Van Vliet

THAT the Consent Agenda of June 10, 2025 be adopted by the Board as presented.

CARRIED

5. Draft 2024 Audited Financial Statements

M. Channapatna, Manager, Finance, presented on the internally restricted digital strategy fund and the 2024 audited financial statements.

6. Draft Digital Strategy – Restricted Funds

2025 June 10 – MOTION 3: L. Carnegie / A. Van Zelst

THAT the Board approve the internally restricted digital strategy fund in the amount of $1 million.

CARRIED

2025 June 10 – MOTION 4: T. Contois / C. Gollob

THAT the Board approve the draft 2024 audited Financial Statements.

CARRIED

7. 2025 Q1 Financial Report

M. Channapatna, Manager, Finance presented the unaudited 2025 Q1 Statement of Operations and Statement of Financial Position.

2025 June 10 - MOTION 5: R. Libby / C. Watt

THAT the Board approve the unaudited 2025 Q1 Statement of Operations and Statement of Financial Position.

CARRIED

8. 2026 Annual Fee Review

M. Boon, Registrar & CEO, presented the Annual Fee Review for Board consideration.

2025 June 10 - MOTION 6: L. Carnegie / A. Van Zelst

THAT the Board approve holding fees unchanged for the 2026 fee renewal period.

CARRIED

The Board recessed at 10:26 AM and reconvened at 10:45 AM.

9. Space Planning Options - Update

M. Boon provided an update on the space planning options being considered.

10. Registrar’s Report

10.1 M. Boon provided the registrar’s report and the Organizational Risk Register.

10.2 C. Eakins, Data Analyst, provided a project summary update on the work plan and key performance indicators.

2025 June 10 - MOTION 7: M. Gordon / D. Oehring

THAT the Board approve the Q1 2025 Workplan Project Summary, KPI and Strategic Goals Dashboard.

CARRIED

11. Registration Committee Report

J. Mathers, Registration Committee Chair, presented the committee’s Q1 report to the Board.

There was a lunch break at 12:00 PM during which H. Shears and J. Patel departed. The Board reconvened at 1:00 PM.

12. Regulatory College Speaker Series #1

To increase understanding of other professions and learn about the strategic priorities of other regulatory colleges, Craig Roxborough, Registrar & CEO, College of Physiotherapists of Ontario and Katie Schulz, PT and Board Chair presented to the Board.

T. Fearon, Dr. K. Liesch and A. Dewar Gully of Tidal Equality joined the meeting at 1:40 PM and departed at 2:40 PM.

13. EDI Strategy

T. Fearon, Chair of the Equality, Diversity, and Inclusion (EDI) Committee presented a draft EDI Strategy for Board approval.

2025 June 10 - MOTION 8: C. Gollob / J. McGill

THAT the Board approves the EDI Strategy as presented at the Board meeting of June 10, 2025.

CARRIED

14. Accreditation Update

B. Sumpton, Director, Professional Practice, presented an update on the accreditation of massage therapy schools.

15. Education Requirement for Exam Eligibility and Initial Registration Policy

J. Mathers asked the Board to approve the Education Requirement for exam eligibility and initial registration policy.

2025 June 10 - MOTION 9: R. Libby / R. Van Vliet

THAT the Board approves amendments to the Education Requirement for Exam Eligibility and Initial Registration Policy, as presented at the Board meeting of June 10, 2025, to take effect June 12, 2025.

CARRIED

2025 June 10 - MOTION 10: C. Watt / L. Carnegie

THAT the Board delegates the authority to approve any future updates or amendments to the Educational Requirement for Exam Eligibility and Initial Registration Policy to the Registration Committee.

CARRIED

16. Town Hall and College Tour Update

R. Ahluwalia, Director, Policy and Communications presented the Board with an update from the CMTO 2025 Town Halls and College Tours.

17. New Business

No new business was before the Board.

18. Items of Information

The following items were before the Board:

- Bill 2 Proposed Regulations
- March 25, 2025 Board Meeting Evaluation Results
- Board Members Conflicts of Interest Declaration Forms

C. Watt departed at 2:20 PM.

19. Adjournment

2025 June 10 - MOTION 11: B. Highgate / R. Van Vliet

THAT the June 10, 2025 Board Meeting be adjourned.

CARRIED

The Board meeting was adjourned at 3:32 PM.

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S. Adderley, RMT	M. Boon
Board Chair	Registrar & CEO