

**College of Massage Therapists of Ontario
Board Meeting Minutes**

Tuesday, June 9, 2026

In-person and Videoconference via Microsoft Teams

Public Member Attendees:

R. Cesario
J. DaSilva
M. Gordon
B. Highgate
J. Mathers
J. Patel (Virtual)
H. Shears, Vice Chair
C. Watt

Professional Member Attendees:

S. Adderley, Chair
L. Carnegie
T. Contois
J. Da Ponte
C. Gollob
R. Libby
D. Oehring
S. Wu

Guests:

B. MacKenzie, Managing Partner, Hilborn LLP
U. Paracha, Associate Partner, Hilborn LLP
C. Johnson, Manager, Hilborn LLP
E. Mathers, Chair, Registration Committee
K. Orr, Acting Director and CEO of the Registered Massage Therapists
Association of Ontario (RMTAO)
A. Kidd, Board Chair, RMTAO
S. Shipton, Board Vice Chair, RMTAO
C. Vulpe, Canadian Massage Therapy Council for Accreditation

Staff Attendees:

M. Boon, Registrar & CEO
V. Browne, Director, Registration Services
B. Sumpton, Director, Professional Practice
A. Tannenbaum, Director, Professional Conduct
R. MacArthur, Interim Director, Finance
A. Prabakaran, Manager, IT
M. Channapatna, Manager, Finance
C. Eakins, Data Analyst

S. Harris, Interim Director, Policy & Communications
S. Summerhill, Executive Assistant to the Registrar & CEO

Recorder: V. Patterson, Manager, Governance

The Board Meeting was Livestreamed.

1. Call to Order

The Chair called the meeting to order at 9:00 AM and B. Highgate offered a personal Land Acknowledgement.

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 9, 2026 Agenda

2026 June 9 – MOTION 1: T. Contois / J. Da Ponte

THAT the agenda of June 9, 2026, be adopted and approved by the Board as presented.

CARRIED

4. Approval of the Consent Agenda

R. Libby requested that the minutes be removed from the consent agenda for discussion.

2026 June 9 – MOTION 2: R. Libby / R. Van Vliet

THAT the Consent Agenda of June 9, 2026 be adopted by the Board as presented.

CARRIED

R. Libby requested an update to the minutes to clarify that approval was given for an exploration of the rebrand and not the rebrand itself.

2026 June 9 – MOTION 3: C. Watt / L Carnegie

THAT the minutes of December 2, 2025 be approved as amended.

CARRIED

5. Proposal to Increase the Digital Strategy and Complaints and Discipline Restricted Funds

R. MacArthur, Interim Director of Finance requested the Board approve an increase to internally restricted funds by the following amounts: Digital Strategy Fund - \$1,000,000 and the Complaints and Discipline Fund - \$500,000.

The Board discussed the need for additional funding to support:

- Ongoing digital transformation initiatives, including a new Learning Management System, case management system, data infrastructure and cybersecurity enhancements.
- Increased complexity and cost associated with Complaints and Discipline proceedings.

Questions focused on future technology costs, cybersecurity planning and reserve fund management.

2026 June 9 – MOTION 4: T. Contois / D. Oehring

THAT the Board approve an additional \$1,000,000 to the internally restricted Digital Strategy Fund, and that the scope of the fund be expanded to include cybersecurity. Further, the Board approve an additional \$500,000 to the internally restricted Complaints and Discipline Fund.

CARRIED

6. Draft 2025 Audited Financial Statements

B. MacKenzie, U. Paracha and C. Johnston of Hilborn LLP presented the 2025 audited financial statements and summarized the audit process.

The auditors confirmed that CMTO was compliant with accounting standards for not-for-profit organizations, consistently applied accounting policies and that the audit opinion was clean.

The Board reviewed financial performance including:

- An operating surplus.
- Growth in registration revenue due to an increase in registration numbers.
- Increased complaints and discipline expenses resulting from more complex cases.
- Stable investment strategy.

Discussion included reserve funds, credit risk, future lease obligations and the unpredictability of discipline-related costs.

2026 June 9 – MOTION 5: M. Gordon / R. Cesario

THAT the Board approve the 2025 Audited Financial Statements as presented.

CARRIED

137 7. 2026 Q1 Financial Statements

138
139 M. Channapatna, Manager, Finance provided the Board with an overview of the Q1 2026
140 Financial Statements which highlighted a strong overall financial position with assets
141 continuing to exceed liabilities.
142

143 **2026 June 9 – MOTION 6: M. Gordon / H. Shears**

144
145 THAT the Board approve the 2025 Audited Financial Statements as presented.
146

147 **CARRIED**

148 8. 2027 Annual Fee Review – Multi-Year Plan

149
150 R. MacArthur presented an overview of the process staff underwent to develop the options
151 provided to the Executive Committee.
152

153 M. Boon, Registrar and CEO, presented the annual fee review and three-year financial
154 projection.
155

156 Discussion focused on financial sustainability, reserve levels, registrant affordability,
157 inflationary pressures, future staffing needs and the impact of maintaining stable fees.
158

159 **2026 June 9 – MOTION 7: J. Mathers / C. Gollob**

160
161 THAT the Board approve
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- 163
- 164 • No change to the General Certificate fee.
 - 165 • Reduction of the Inactive Certificate fee from \$457.50 to \$223.75 (25% of GC fee).
 - 166 • Reduction of the application fee from \$225 to \$150.
 - 167 • Elimination of the workshop fee (\$225 to \$0).
 - 168 • No change to compliance-related fees (late fees, reinstatement) remain unchanged

169 for circulation to registrants and other interested parties for consultation for 60
170 days.
171

172 **CARRIED**

173
174 9. By-Law No. 8: The Register and Registrant Information – Proposed Amendments for
175 Approval
176

177 V. Browne, Director of Registration, presented the results of consultation on two proposed
178 amendments to By-Law No. 8.
179

180 This included the Insurance Verification Amendment which would permit CMTO staff to
181 provide registration certificate numbers to health insurers for verification purposes received
182 strong support from registrants.

The proposal to remove Massage Therapy education information and graduation year from the public register received some support from registrants. After discussing public interest considerations, transparency, consumer choice, accreditation, practitioner experience and voluntary disclosure, the Board referred this proposal back to staff for further review.

2026 June 9 – MOTION 8: R. Libby / M. Gordon

THAT the Board approves amending *By-law No. 8: The Register and Registrant Information* to add a provision that permits CMTO staff to share a registrant's certificate of registration number with health insurance providers for the purpose of verifying an individual registrant's registration status, effective October 1, 2026.

CARRIED

2026 June 9 – MOTION 9

THAT the Board approves amending *By-law No. 8: The Register and Registrant Information* to remove Massage Therapy education and year of graduation from CMTO's public register, effective October 1, 2026.

WITHDRAWN

10. Acupuncture Education and Authorization – Proposed Policy Revision

E. Mathers, Chair, Registration Committee asked the Board to consider approving proposed revisions to the Acupuncture Education and Authorization Policy.

Revisions were intended to align with policy with the 2026-2030 Strategic Plan, improve clarity, accessibility and equity and ensure they remain fit for purpose.

The Board discussed program attestation requirements and review processes for approved education programs.

2026 June 9 – MOTION 10: C. Watt / L. Carnegie

THAT the Board approves the amended Acupuncture Education and Authorization Policy to take effect June 12, 2026

CARRIED

229 11. Exam Candidates Returning after three Previous Failures – Proposed Policy Revision

230
231 E. Mathers presented revisions to the policy governing examinations candidates returning
232 after three previous failures.

233
234 The revisions clarify requirements for obtaining a new Massage Therapy diploma, including
235 completion through a different educational institution and guidance regarding advanced
236 standing.

237
238 The Board discussed the rationale for requiring a second diploma from a new institution.

239
240 **2026 June 9 – MOTION 11: J. Mathers / T. Contois**

241
242 THAT the Board approves removing reference to Ministry-approved education
243 programs from the Examination Candidates Returning after Three Previous
244 Failures policy effective January 1, 2027.

245
246 **CARRIED**

247
248
249 12. Registered Massage Therapists Association of Ontario (RMTAO) Joint Provincial Project
250 Proposal

251
252 Kat Orr, Acting Director and CEO of the Registered Massage Therapists Association, along
253 with Board Chair Alex Kidd and Board Vice-Chair Susan Shipton presented a joint provincial
254 project proposal aimed at integrating Registered Massage Therapists into primary care
255 settings.

256
257 Discussion focused on evidence-based practice, public access to care, research outcomes,
258 governance, funding requirements, EDI considerations and alignment with provincial
259 healthcare priorities.

260
261 Board members asked questions regarding project governance, funding, statistical validity,
262 public protection and long-term sustainability.

263
264 The presentation was received for discussion.

265
266 13. Registrar's Report

267
268 M. Boon provided the Board with an overview of activities in the first quarter of 2026.

269
270 13.1 Risk Register

271 In compliance with the Management and Organizational Risk Policy, M. Boon provided the
272 Board with a Risk Register detailing current and emerging risks along with risk mitigation
273 measures.

275 14. Strategic and Operational Reporting

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277 B. Sumpton, Director, Professional Practice, presented the strategic and operational report
278 to the Board for informational purposes.
279

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281 15. Quality Assurance Committee Chair Report

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283 B. Highgate, Chair of the Quality Assurance Committee presented the quarterly committee
284 report.
285

286 Highlights included approval of the 2027 risk-based assessment blueprint, updates on the
287 STRIVE Practice Profile, and planning for future Learning Management System
288 requirements.
289

290 The Board noted that 95% compliance rate for Practice Profile completion among eligible
291 registrants.
292

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294 16. Accreditation Update

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296 Along with B. Sumpton, C. Vulpe, Executive Director of the Canadian Massage Therapy
297 Council for Accreditation provided the Board with an update on the transition of Massage
298 Therapy programs to mandatory accreditation by January 1, 2027.
299

300 The Board received updates on accreditation progress, program participation, site visits and
301 national accreditation activities.
302

303 Discussion included impacts on students, labour mobility, and implications for programs not
304 accredited by the deadline.
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307 17. New Business

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309 There was no new business brought forward for discussion.
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312 18. Items for Information

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314 The Board received a number of items for information including:

- 315 • Proposed changes to the Quality Assurance section of the general regulation
- 316 • Governance Policy Updates
- 317 • March Board Meeting Evaluation Survey.

318 Minor revisions to the Anti-Harassment Policy were suggested and supported.
319
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321 19. Adjournment

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323 There being no further business, the meeting was adjourned at 2:58 pm.
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330

331 S. Adderley, RMT

Board Chair

M. Boon

Registrar & CEO