

Minutes

Date: June 26, 2025 7-9 pm
(Teams link in Outlook Calendar)

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Meeting ID: 281 565 071 175

Passcode: BY6sP6V7

In Attendance: Kenny Zhan (Chair), Lisa Bonin (Vice-Chair), Edmond Kodua (Secretary), Hammad Mohiy Ud Din, Paulette Anderson, Karren Fader (ED/R), Bob Jenkins (RFO)

Late:

Regrets: Jason Sheppard, Rebecca Jessome, John-David Brown

Absent:

Session Purpose: *To commit to defining and maintaining the standards of excellence required for high quality, evidence-informed care by competent MIRTPs.*

Session Outcomes: By the end of this meeting, we will have ...

1. Approved 3 sets of minutes
2. Reviewed ED Report
3. Discussed Q1 Financials

Item	Time	Summary	Supp Docs	Discussion	Action
1. Call to order	1900	WELCOME			
1.1 Quorum	1902			Quorum	Quorum met Yes
1.2 Conflict of Interest	1906				Any conflicts declared: No

Land Acknowledgement	1907			NSCMIRTP acknowledges that we are in Mi'kma'mi, the ancestral and unceded territory of the Mi'kmaq. We are all Treaty people.	
1.3 AGENDA	1905	AGENDA			
1.3.1 Agenda		Approval of Agenda	*	Motion to approve the Agenda.	Moved: P. Anderson Second: L. Bonin Motion Carried
1.3.2 Minutes		a Minutes from Meeting May 13, 2025 b Minutes from Meeting March 18, 2025 c Minutes from Board Finance Meeting April 22, 2025	*	Motion to approve the Board meeting minutes for May 13, 2025. Motion to approve the Board meeting minutes for March 18, 2025. Motion to approve the Board meeting minutes for April 22, 2025	Motions en mass Moved: L. Bonin Second: P. Anderson Motion: Carried
1.3.3 ED Report	1915	Executive Director Report	*	See document provided The annual audit was completed in May 2025, and the next audit will be May 2026. RRSP matching was initiated but funds need to be transferred. Bank signing authority is in the process of getting updated to reflect current executive members. A former registrant has voluntarily signed an undertaking not to practice and is currently not practicing in relation to criminal charges in court. Further decisions will be made after the appeals process. A lead investigator has been engaged for a March professional misconduct complaint received. A competency complaint was received in June, and a lead investigator has been engaged. The new fee schedule has been approved, and changes are being implemented.	For information
1.3.4 Policy				Expense policy is out of date on the website.	Action: To be updated
1.3.5 Finance Update	1925	Review of Q1	*	See Q1 Folder The Operational reserve Fund is at its maximum of \$150,000.00 (per the previous policy) from \$132,337.38 in the previous year. The contingency fund has increased from \$361,503.00 from the previous year to \$405,378.56. Total Cash and Cash Equivalents has increased from \$312,707.62 the previous year to \$479,331.32. The Special Project Fund has stayed the same at \$50,000.00, the maximum, as the previous year.	For discussion Moved: P. Anderson Second: E. Kodua Motion Carried

				Total profit was \$247,483.42 in March 2024 and this year March 2025, it was \$277,046.71. Total Assets last year was \$859, 206.86 and as of March 2025 it was \$935,564.89. The college is \$63000.00 in the surplus comparing total income and expense.	
1.3.6 Electronic Business					
Audit 2024		Audit and report to the Board to be reviewed by Monita Taylor of MNP.		The Audit has been reviewed by the Finance Committee with a recommendation for acceptance to the Board. Motion to accept the 2024 Audit.	Moved: L. Bonin Second: J. Sheppard Motion Carried
Financial Policies		Policies reflecting fees need to be updated.		The financial policies relating to the new fee schedule were reviewed at the meeting (with an e-vote to follow?). Motion: To approve the updated policies relating to fees.	Moved: J. Sheppard Second: R. Jessome Motion Carried
Dues Increase		Dues increase to be reviewed one more time after additional information is provided.		There were no concerns, discussion or motions to amend the existing motion to approve the \$120 increase for 2026 and 2.5% annual increase to start 2027.	No action is required.
2.0 Business Arising	1940				
2.1 Refresher Program		Update	*	See briefing note Contract signed and the content almost entirely loaded. Contract has been signed for Radiation Therapy program. The Radiation therapy program tentative date to be up and running on 31st December 2025. An extension for completion may be required as it did not start until May. The cohort of five sponsored by NSH taking the IEMRT refresher program is complete.	For information
3.0 New Business	1945	GOVERNANCE			
3.1 Board Education	1950	Two opportunities for Board education.	*	See briefing note The board education session is on 27th September 2025.	For information
3.2 Alinity	1955	Update on transition	*	See briefing note Guild was notified and an extension requested. Alinity has adjusted their timeline to avoid renegotiations of contracts with Guild. Alinity is going live at the end of August.	For information/discussion

3.3 AGM 2025 Debrief	20:00	Points raised from AGM		No major pushback on dues but the numbers at the AGM were a small percentage of the registrants. Response in regard to CPD was handled appropriately. Technical issues and planning need to be ahead of the day before to enhance the experience.	For discussion
4.0		STRATEGIC DISCUSSION			
4.1 Initiatives 2025		Initiatives identified		Deferred	
5.0 Other Business					
5.1 In Camera					
6.0 Next Meeting		September 23 rd , 2025 September 27 th , 2025		See Calendar Education Day	
7.0 Adjournment	Meeting adjourned				
	Respectively submitted by E. Kodua				