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**ACSLPA COUNCIL MINUTES**  
**Saturday, March 8, 2025**  
*Hybrid via Microsoft Teams & In Person at Courtyard Marriott Calgary Airport*  
**9:10am**

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**PRESENT:**     **Council**  
                  **In person-** Nancy Bassendowski, Ajay Mysore Narasimha, Alyssa Fex, Kerry Campbell, Nicole Baumbach, Brad Walls, Mike Devuyt, Muhammad Rasheed  
                  **Virtually-** Sumari Erasmus

**Staff**  
                  **In person-** Melanie Sicotte, Mckenzie Henze  
                  **Virtually-** Renae Phillips

**At time of presentation**  
                  **Virtually-** Benji Waser, Kim Precht

**REGRETS:**     Alex Wright

**MINUTES**

**1.0 Welcome and Call to Order** (N. Bassendowski)

- 1.1 President's Remarks**
- 1.2 Introductions**

**2.0 Approval of Agenda – March 8, 2025** (N. Bassendowski)

The agenda was approved by unanimous consent.

**APPROVED**

**3.0 Declaration of Conflict of Interest** (N. Bassendowski; circulated with agenda)

No conflicts of interest were declared.

**4.0 Approval of Minutes from prior meetings** (N. Bassendowski)

- 4.1 November 29, 2024 Minutes**

**APPROVED**

**5.0 Consent Agenda** (circulated with agenda)

- 5.1 Financial Update and Management Report - ACCEPTED**

- 5.2 2025 Annual Plan Status Update - ACCEPTED**

- 5.3 Professional Conduct Report - ACCEPTED**

- 5.4 Risk Register Report - ACCEPTED**

- 5.5 Final 2024 Annual Plan Status Update - ACCEPTED**

- 5.6 2025 Work Plan – Governance Committee – APPROVED**

*Recommended motion: That Council approves the Governance Committee Work Plan 2025 as presented.*

- 5.7 2024 Work Plan – Governance Committee**

- 5.8 2025 Chair – Governance Committee**

- 5.9 2025 Council KSE Information – APPROVED**

*Recommended motion: That the Council approves the Governance Committee: 1) Notifying the Nominations Committee that Council would welcome additional audiologists on Council; and 2) Asking the Nominations Committee to communicate this message to registrants when seeking nominations and when the polls open in 2025.*

- 5.10 Update Council Norms – APPROVED**

*Recommended motion: That Council approves the enclosed proposed revised Council Member Norms as presented.*

- 5.11 2025 Work Plan – Executive Committee – APPROVED**

*Recommended motion: That Council approves the Executive Committee's 2025 Work Plan as presented.*

- 5.12 2024 Work Plan – Executive Committee**

- 5.13 2025 Chair – Executive Committee**

- 5.14 2025 Work Plan – ARM Committee – APPROVED**

*Recommended motion: That Council approves the ARM Committee Work Plan 2025 as presented.*

- 5.15 2024 Work Plan – ARM Committee**

**5.16 2025 Chair – ARM Committee**

**5.17 Review of 2024 Council Honorariums & Registrar/CEO PD & Travel Expenses – ACCEPTED & APPROVED**  
*Recommended motion: That Council accepts the results of the ARM Committee’s review of 2024 regulated member of council’s honorarium claims and the Registrar/CEO’s travel expenses, and approve the inclusion of public members of council’s honorarium claims in the ARM Committee’s future annual reviews.*

**5.18 2025 Work Plan – IDEA Committee – REMOVED for separate vote**

*Recommended motion: That Council approves the IDEA Committee Work Plan 2025 as presented.*

**5.19 2024 Work Plan – IDEA Committee**

**5.20 2025 Chair – IDEA Committee – REMOVED for separate vote**

*Recommended motion: That Council approve the appointment of Ajay Mysore Narasimha as Chair of the IDEA Committee for 2025.*

**5.21 2024 Registration Committee Report – ACCEPTED**

**5.22 Approved Programs of Study – APPROVED**

*Recommended motion: That Council approves Registration Policy 6.032 Approved Programs of Study with an adoption date of March 8, 2025.*

**5.23 Appointments to Membership List – APPROVED**

*Recommended motion: That Council approve the above-named individuals to ACSLPA’s Membership List for a three-year term, commencing June 4, 2025 and ending on June 30, 2028.*

**5.18 & 20 2025 Work Plan & 2025 Chair – IDEA Committee**

*(for approval)*

There was no general discussion for either 5.18 or 5.20 and Council proceeded directly to a vote.

<b>MOTION:</b>	That Council approves the 2025 IDEA committee work plan and the appointment of Ajay Mysore Narasimha as the chair of the IDEA committee for 2025.  M. Devuyst voted against the motion and requested that the following be noted in the minutes: he finds no issue with the individuals being appointed.	<b>MOTION seconded &amp; CARRIED</b>
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**7.0 Auditor’s Report (M. Sicotte & B. Waser)**

*(for approval & acceptance)*

Melanie Sicotte gave a brief introduction to Benji Waser’s presentation. Benji Waser then gave a verbal presentation reviewing the auditor’s report. There was an opportunity for Council to ask questions of Benji Waser.

Benji Waser left the meeting.

Council then had an opportunity to discuss and ask questions of ACSLPA staff. There was a short discussion which included discourse around the process by which council and council committees review the audit reports.

<b>MOTION:</b>	That Council accepts the December 31, 2024 Audit Findings Report and approves the Financial Statements for the Year Ended December 31, 2024 as presented.	<b>MOTION seconded &amp; CARRIED unanimously</b>
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**ACTION:** Melanie will distribute the audit pages for Nancy and Ajay to sign during the next break.

**ACTION:** Melanie will pass on congratulations to staff from Council for all the hard work they’ve done to facilitate a clean audit report.

**6.0 Annual Form Signing (M. Sicotte)**

*(for information)*

Forms were handed out for in-person attendees to sign. Melanie gave a brief presentation outlining some key features of the confidentiality agreement as part of the annual review of the confidentiality, conduct, and norms document signing.

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**9.0 Terms for 2025 Regulated Member of Council Election (M. Sicotte)**

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*(for decision)*

Melanie gave a presentation covering key information from the provided briefing. Council discussed the possible options before tabling the discussion, to be continued after agenda item 8.0.

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**8.0 Bias Training for Council (M. Sicotte & K. Precht)**

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*(for information)*

Melanie introduced Kim Precht, who then delivered her session covering Bias Training.

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**9.0 Terms for 2025 Regulated Member of Council Election (M. Sicotte)**

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*(for decision)*

Council returned to discussing the possible options for modulating the terms for the election. Staff drafted a motion based on the Council's discussion for their consideration.

<b>MOTION:</b>	Given: 1) Council's understanding of the intent of section 8(4) of ACSLPA's bylaws and desire to achieve a more balanced term rotation; and 2) that Council wants to ensure new members of council have a multi-year term to be effective in their role;  Council is waiving sections 8(1) and 8(4)(a) of ACSLPA's bylaws and directing that there be 2 vacancies with 3-year terms and 2 vacancies with 4-year terms for the 2025 council elections.	<b>MOTION seconded &amp; CARRIED unanimously</b>
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**ACTION:** The CEO will pursue a Bylaw change to give the Council the option to extend terms by 1 year in addition to the option to shorten terms by 1 or 2 years. The CEO will also pursue a review of sections pertaining to the appointment of council members outside of elections.

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**8.0 Bias Training for Council cont'd discussion (M. Sicotte)**

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*(for information)*

Melanie made further comments regarding ACSLPA procedures to mitigate bias in conduct and registration proceedings, including use of independent legal counsel and ongoing staff training efforts.

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**10.0 Updates from Registrar/CEO (M. Sicotte)**

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*(for information)*

Melanie gave a presentation on current significant events for the College including the recent COVID report, the latest developments from the Ministry of Health, the planned voice of the public survey, and the latest updates from the regulatory and operation departments.

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**11.0 2024 Year in Review (M. Sicotte)**

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*(for information)*

Melanie gave a presentation on highlights from 2024 and discussed the same with Council.

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**12.0 In Camera Session**

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See in camera minutes.

**Meeting was adjourned at 2:36pm.**