

**DRAFT BOARD MEETING MINUTES**  
**January 12, 2026**  
**9:00 AM to 10:00 AM**  
**by zoom**

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**Attendees:** Derick Summers, RO, Chair, Board Professional Member  
Kevin Cloutier, RO, Board Professional Member  
Omar Farouk, Board Public Member  
Paul Imola, RO, Board Professional  
Mark Priddle, Board Public Member  
Greg Chitilian, Board Public Member  
Stephen Kinsella, Board Public Member  
Alicia Munian, Board Public Member  
John Battaglia, RO, Board Professional Member  
Johanna Whalen, RO, Board Professional Member  
Parminder Kalsi, RO, Board Professional Member  
Carlo Sicoli, RO, Board Public Member

**Administration:** Fazal Khan, RO, Registrar, CEO  
Ms. Amy Stein, Deputy Registrar and General Counsel  
Ms. Carolyn Robertson, Manager, Communications and Executive Office  
Ms. Emma Brooks, Senior Coordinator, Registration

**Regrets:** Carlos Pacheco, RO, Board Professional Member

### **Introduction**

F. Khan introduced himself, the board members, and the administration, and then opened the meeting with a land acknowledgment.

F. Khan reminded the board that the purpose of this meeting was to ratify the decisions made by the Board at its December 1-2 2025 meeting. The board was not constituted when those decisions were made, due to the resignation of a professional board member which left the board below the minimum number required by the Opticianry Act.

The board became constituted again effective January 1, 2026, when the terms of three newly elected professional members began.

### **Conflict of Interest Declaration**

No conflicts of interest were declared.

### Adoption of the Agenda

MOTION: TO APPROVE THE AGENDA.

MOVED: D. SUMMERS

SECONDED: S. KINSELLA

FOR: 12

AGAINST: 0

ABSTAINED: 0

**VOTE: CARRIED**

### 2.0 Ratification of Board Decisions from December 1 and 2, 2025

A. Stein reviewed the briefing note and noted that the board was being asked to ratify the following motions made by the unconstituted board on December 1 and 2, 2025:

Agenda Item	Motion	Initial Vote
<b>2.1 Minutes of September 22, 2025</b>	Motion: to approve the minutes of September 22, 2025	Moved: O. Farouk Seconded: S. Kinsella  For: 9 Against: 0 Abstained: 2 (K. Cloutier and G. Chitilian abstained as they were not present at the September 22 meeting.) Vote: Carried
<b>3.0 Appointment of Appointed Members</b>	Motion: to reappoint the following appointed members for 2026 community appointees: Elliot Borins, David Milne, Panos Petrides; professional appointees: Melissa Campbell, Elisabeth Roche, Lindsay Beriault, Parneet Dhillon.	Moved: S. Kinsella Seconded: C. Sicoli  For: 11 Against: 0 Vote: Carried
	Motion: to approve the following new Professional Appointees for 2026: Audric Beauchesne, Patricia Raymond, Maximilian Savorani	Moved: C. Pacheco Seconded: M. Priddle  For: 11

		Against: 0  Vote: Carried
<b>4.0 Executive Elections</b>	Motion: to approve the appointment of the 2026 executive committee as elected: Kevin Cloutier, Chair, Derick Summers, Vice Chair, Stephen Kinsella, Public Member, Omar Farouk, Public Member, Paul Imola, Professional Member.	Moved: A. Munian Seconded: C. Pacheco  For: 11 Against: 0  Vote: Carried
<b>5.0 Election of the NEC Representative</b>	Motion: to appoint Stephanie Kelly to the position of national examinations committee representative for 2026, as elected.	Moved: C. Sicoli Seconded: C. Pacheco  For: 11 Against: 0  Vote: Carried
<b>7.1 Year-to-date Financial Variance Report</b>	Motion: to approve the financial variance report to October 31, 2025.	Moved: C. Pacheco  Seconded: P. Imola  For: 11 Against: 0  Vote: Carried
<b>7.2 2026 Draft Budget</b>	Motion: to approve the 2026 budget.	Moved: P. Imola Seconded: M. Priddle  For: 11 Against: 0  Vote: Carried
<b>8.0 Governance Policy Updates</b>	Motion 1: To approve the proposed changes to the Director Job Description Policy, Board Meeting Process Policy, and Board Policy Development Policy.	Motion 1 Moved: T. Nahmabin Seconded: S. Kinsella  For: 11 Against: 0  Vote: Carried

	Motion 2: That the board approve no changes to the Pre-Election/Pre-Appointment Screening Policy.	Motion 2 Moved: O. Farouk Seconded: M. Priddle  For: 11 Against: 0  Vote: Carried
<b>8.1 Financial Condition Policy</b>	Motion: to approve the proposed amendment to the Financial Condition Policy.	Moved: C. Pacheco Seconded: M. Priddle  For: 11 Against: 0  Vote: Carried
<b>8.2 COO Skills and Diversity Matrix</b>	Motion: To approve the proposed updated Skills and Diversity Matrix for elected board members & appointed committee members.	Moved: K. Cloutier Seconded: O. Farouk  For: 11 Against: 0  Vote: Carried
<b>8.3 By-Law updates Re: election districts</b>	Motion: that the board approve the proposed by-law amendments.	Moved: C. Sicoli Seconded: C. Pacheco  For: 11 Against: 0  Vote: Carried
<b>9.0 Approval of the 2026 Committee Slate</b>	Motion: to approve the committee slate as presented.	Moved: A. Munian Seconded: K. Cloutier  For: 11 Against: 0  Vote: Carried
<b>13.0 Annual Workplan 2026 Review and Development</b>	Motion: to approve the 2026 annual work plan as presented.	Moved: T. Nahmabin Seconded: O. Farouk  For: 11 Against: 0

		Vote: Carried
<b>14.0 COO Premises</b>	Motion: to approve seeking a renewal of the COO's lease at the current address.	Moved: O. Farouk Seconded: S. Kinsella  For: 11 Against: 0  Vote: Carried
<b>17.1 Reserves Policy Monitoring Report</b>	Motion 1: that the board approve that the Registrar's interpretation of the Reserves Policy was reasonable.	Motion 1 Moved: C. Sicoli Seconded: P. Imola  For: 9 Against: 0  Vote: Carried:
	Motion 2: that the board agrees that the Registrar, CEO complied with the Reserves Policy.	Motion 2: Moved: S. Kinsella Seconded: M. Priddle  For: 9 Against: 0  Vote: Carried
<b>17.2 Investment Policy Monitoring Report</b>	Motion 1: that the board approve that the Registrar's interpretation of the Investment Policy was reasonable.	Motion 1 Moved: S. Kinsella Seconded: O. Farouk  For: 9 Against: 0  Vote: Carried

	Motion 2: that the board agrees that the Registrar, CEO complied with the Investment Policy.	Motion 2 Moved: C. Sicoli Seconded: P. Imola  For: 9 Against: 0  Vote: Carried
<b>17.3 Registrant Relations Policy Monitoring Report</b>	Motion 1: that the board approve that the registrar's interpretation of the Registrant Relations Policy was reasonable.	Motion 1 Moved: P. Imola Seconded: T. Nahmabin  For: 9 Against: 0  Vote: Carried
	Motion 2: that the board agrees that the Registrar, CEO complied with the Registrant Relations Policy.	Motion 2 Moved: M. Priddle Seconded: K. Cloutier  For: 9 Against: 0  Vote: Carried
<b>18.0 Standards of Practice</b>	Motion: that the board approve the Standards of Practice as presented.	Moved: C. Sicoli Seconded: G. Chitilian  For: 9 Against: 0  Vote: Carried
<b>19.0 Strategic Plan</b>	Motion: that the board approve the 2026-2028 Strategic Plan as presented.	Moved: D. Summers Seconded: P. Imola  For: 9 Against: 0  Vote: Carried
<b>20.1 Registration Appeal Panel Policy</b>	Motion: that the board approve the proposed changes to the Registration Appeals Panel Policy.	Moved: S. Kinsella Seconded: O. Farouk

		For: 9 Against: 0  Vote: Carried
<b>20.2 Photography Requirements Policy</b>	Motion: to approve the proposed changes to the Photograph Submission Requirements Policy.	Moved: K. Cloutier Seconded: C. Sicoli  For: 9 Against: 0  Vote: Carried
<b>20.3 Reinstatement and Changing from Inactive to Active Status Policy</b>	Motion: to approve the proposed changes to the Reinstatement and Changing From Inactive to Active Status Policy.	Moved: T. Nahmabin Seconded: P. Imola  For: 9 Against: 0  Vote: Carried
<b>20.4 Vulnerable Sector Check and Changes or Findings Policy</b>	Motion: to approve the proposed changes to the Vulnerable Sector Check and Applicants with Charges or Findings Policy.	Moved: S. Kinsella Seconded: M. Priddle  For: 9 Against: 0  Vote: Carried
<b>22.1-22.3 Registrar's Report, Committee Reports, and Communications Report</b>	Motion: to approve the Registrar's Report, Committee Reports and Communications Report as presented.	Moved: O. Farouk Seconded: C. Sicoli  For: 9 Against: 0  Vote: Carried

The board was asked to ratify all of the decisions made at the December meeting in one motion.

MOTION: TO RATIFY THE DECISION MADE BY THE BOARD ON December 1 AND 2, 2025 AS LISTED IN THE MOTION RECORD.

MOVED: D. SUMMER  
SECONDED: S. KINSELLA

FOR: 12

AGAINST: 0

ABSTAINED: 0

**VOTE: CARRIED**

## **2.0 Appointment of the Registrar's Review Subcommittee**

A. Stein reviewed with the board what had taken place at the December 1, 2025, meeting, noting that the board elected Paul Imola to the subcommittee. On the following day, the Vice-Chair, Derick Summers, advised that, in the interest of ensuring public representation on the subcommittee, he would be withdrawing, and the board was asked to consider nominating a public member of the Executive Committee to the Performance Evaluation/Compensation Subcommittee. Both O. Farouk and S. Kinsella were nominated. S. Kinsella declined the nomination. O. Farouk was acclaimed.

The board is now being asked to appoint the 2026 Registrar Review Subcommittee, as elected by the board.

MOTION: TO APPOINT KEVIN CLOUTIER, PAUL IMOLA, AND OMAR FAROUK TO THE PERFORMANCE EVALUATION SUBCOMMITTEE AS ELECTED.

MOVED: M. PRIDDLE

SECONDED: C. SICOLI

FOR: 12

AGAINST: 0

ABSTAINED: 0

**VOTE: CARRIED**

### **Adjournment**

MOTION: TO ADJOURN THE MEETING

MOVED: C. SICOLI

SECONDED: P. IMOLA

FOR: 12

AGAINST: 0

ABSTAINED: 0

**VOTE: CARRIED**

The meeting ended at 9:17

