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News from the CNPBC



April 6, 2022

Annual General Meeting and Election Reminder

This is a reminder that Annual General Meeting (the “AGM”) of the College of Naturopathic Physicians of British Columbia (the “College”) is scheduled to take place from 9:00 -10:00 a.m. on Wednesday, May 4, 2022, online via Zoom webcast. Registration will begin at 8:30 a.m.

The AGM will be followed by an education session from 10:15 a.m. to 12:00 p.m. The education session will feature Kelly Fujibayashi, Board Chair; Michelle Payne, Regulatory Practice Consultant; and Carina Herman, Registrar/CEO. They will be presenting new Standards of Practice for Naturopathic Physicians and how to apply them to practice.

Here is the Agenda for the AGM: [AGM Agenda](#)

Continuing Education

Attendees will be eligible for 3 hours of continuing education credits for attending both the AGM and the education session. These credits can be applied towards Category A - AGM or Category G – Ethics, Professionals and Cultural Safety. Registrants are able to use their discretion as to how to allocate the hours. Please note that the College will **not** be issuing certificates of attendance but will maintain a list of registrants who attended the AGM for its own record keeping purposes.

Information About the College's Election Procedures

Information about the Board

The College Board is a governance body that receives its authority from the Health Professions Act (the "Act"). The Board provides leadership to ensure the College has the resources, leadership and strategy to meet its legislated mandate as laid out in the duties and objects in the Act.

The College Board consists of seven members. Four members are naturopathic physicians (ND) who are elected by registrants. The other three are public members appointed by government. The Board needs to be composed of individuals who are focused on public safety. ND Board members represent the public, rather than those who elected them. Likewise, they are not accountable to NDs, but are accountable to public safety.

Pursuant to the College's Bylaws, the term of office for an elected Board member expires on the date of the second AGM following the date that their term of office began.

Two ND Board members have terms expiring this year:

- Dr. Alison Vandekerkhove, ND
- Dr. Cathy Carlson-Rink, ND

Eligibility for election to the Board

A registrant is only eligible for election to the Board if:

1. They are a full registrant in good standing;
2. in the six-year period prior to the date of the election,
 - a. their registration has not at any time been suspended or cancelled for any reason other than non-payment of fees;
 - b. their authorization to practice naturopathic medicine has not at any time been otherwise restricted or limited by:

- terms, limits, or conditions of a consent or undertaking given by the registrant under section 36 of the Act, an order under section 35 or section 39 of the Act, or a deemed order under section 37.1 of the Act; and/or
 - any terms, limits, or conditions attached to the registrant's registration under section 20(2.1) of the Act; and
3. they have not served as an elected Board member for four (4) consecutive terms ending within the previous two (2) year term.

Eligibility for voting in election

Only a full (practising) or non-practising registrant in good standing is eligible to vote in an election.

Nomination procedure

Only a full registrant in good standing may nominate a person for an elected position on the Board of the College. S/he must do so by completing [Section A of the Nomination Form](#), which may be found on the College's website. The nominator must then have the nominee complete Sections B and C of the Nomination Form, and return the form to the College on or before 11:59 p.m. on Monday April 19, 2022 by way of mail or email to office@cnpbc.bc.ca.

Nomination Forms received after 11:59 p.m., Monday, April 19, 2022 will be disregarded.

If the number of Board positions to be filled in an election is greater than the number of qualified nominations existing immediately prior to the election, a full registrant in good standing may nominate a person from the floor, with that nominee's consent, for a Board position to be filled in the election.

Each nominee must, prior to the election, declare in writing that they will comply with the Act, the *Naturopathic Physicians Regulation* (the "Regulation") and Bylaws and the election procedures established by the Registrar. The Registrar must disqualify any nominee whose nomination contravenes the Act, the Regulation, or the College's Bylaws.

Election procedures

An election under section 17(3)(a) of the Act must be held at each AGM to fill the elected Board member positions that are vacant. Only a full (practising) or non-practising registrant in good standing is eligible to vote in the election. A registrant who is eligible to vote in an election is entitled to one (1) ballot and may vote for one (1) candidate for each Board position to be filled in the election. Voting is by secret ballot.

The candidates receiving the most votes on the return of the ballots are elected. In the case of an equality of votes during an election, the Registrar must select the successful candidate, or candidates, by random draw. The Registrar must supervise and administer all elections and may establish procedures, consistent with the College's Bylaws, for that purpose. The Registrar may determine any dispute or irregularity with nomination, ballot or election.

If, at the close of nominations for an election, the number of qualified nominations is less than or equal to the number of Board positions to be filled in the election, the nominee is, or the nominees are, elected by acclamation. If any elected Board member position remains or becomes vacant immediately following the election, the Board may, by special resolution, appoint a full registrant who meets the eligibility criteria for nomination to fill the resulting vacant Board position under the College's Bylaws.

The registrar must use Form 1, Certificate of Election, of the College's Bylaws to certify newly elected Board members.

Key procedures

Please note the following:

1. government-issued photo identification will be required at check-in in order to obtain a ballot (or ballots, if the registrant has been assigned a proxy);
2. excepting valid proxy-holders, only one ballot will be provided to each registrant (i.e. lost or stolen ballots will not be replaced);
3. each candidate has two minutes to speak;

4. voting occurs following the final candidate's speech; and
5. excepting valid proxy-holders, each registrant may put only one ballot in the ballot box (i.e. a registrant may not give his/her ballot to another registrant to place in the ballot box).

Voting by proxy

A registrant who is eligible to vote in the election may appoint in writing another registrant as his or her proxy holder to vote in the election or attend and act at the AGM in the manner, to the extent, and with the power conferred by the proxy. A valid proxy-holder has the same rights as the registrant who appointed him or her to vote in the election or speak at the general meeting.

To appoint a proxy holder, complete the [Proxy Appointment Form](#) available on the College's website and ensure that your proxy-holder holds no more than one other registrant's proxy. A registrant may hold a maximum of two proxies for any election or general meeting. The proxy-holder will receive one ballot per proxy at the AGM (to a maximum of two proxies), as long as the Proxy Appointment Form is received by the College before the below-noted deadline.

Proxy Appointment Forms must be received by the College at least twenty-four (24) hours before the date of the election or general meeting for which it is executed. **Please submit your proxy form by email to office@cnpbc.bc.ca before 11:59 p.m. on Monday May 4th, 2022.**

Proxy Appointment Forms received after the deadline will be disregarded.

The College's election procedures are outlined in the document entitled [AGM Election Procedures](#).

No absentee ballots

The College's Bylaws allow voting by proxy but do not allow for voting by mail. If a registrant who is unable to attend the AGM wishes to vote in the election, s/he must follow the voting by proxy procedure set out above to designate a registrant who will be attending

the meeting to vote on his/her behalf.

Election validation

Pursuant to section 17(1) of the Act, immediately after an election the Registrar must certify the person(s) elected and specify in the certificate the dates the member's term of office begins and ends. The certificate issued by the Registrar is conclusive evidence that the person named in the certificate has been elected a member of the Board. However, a registrant may question a certificate issued by the Registrar by petition to the Supreme Court within 30 days of the certificate being issued by the Registrar, setting out the grounds on which the registrant questions the certificate. Such a petition must be served on the Registrar and on the person certified to be elected and heard in a summary way.

Resolutions proposed by registrants

- (1) Any ten (10) registrants may deliver a written notice to the registrar requesting the introduction of a resolution at least twenty-one (21) days prior to the date of an annual or extraordinary general meeting.
 - (2) On receipt of a notice specified in subsection (1) and at least fourteen (14) days prior to the date of that meeting, the registrar must deliver a notice and a copy of the resolution to each registrant.
 - (3) A registrant may propose a resolution at a general meeting from the floor and any such resolution will be noted by the chair of the meeting and placed at the end of the agenda to be debated if time permits.
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Our mailing address is:

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You are receiving this email because you are either a registrant of CNPBC or you signed up to receive emails from us. CNPBC is legally required to deliver notices about naturopathic practice and professional regulation to its registrants. If you are a retired naturopathic doctor or if you are not a registrant and no longer wish to receive emails from us, you may [unsubscribe from this list](#).