

**Manitoba Naturopathic Association
March 26, 2026 Annual General Meeting Agenda
&
2025 Annual Report**

Date: Thursday March 26, 2026 at 7:00PM

Voting Procedures/Voting by Consensus Instructions:

- The Chair will ask members to use the chat function to “move” and “second” a motion
- Once a motion is seconded discussion may proceed
- Members **please** use the “raise hand” icon to speak
- After discussion, the Chair will say if no one is opposed the motion is passed. Those who are opposed are asked to state “opposed” in the chat function

AGENDA

1.0	Call to order	G.Sims
2.0	Welcome/Housekeeping	G.Sims
3.0	Approval of the Agenda	G.Sims
4.0	Approval of the Minutes of February 27, 2025	G.Sims
5.0	Summary of Reports- President, Treasurer, Registrar, Complaints	G. Sims
6.0	Introduction of 2026-2028 Board & Board Recognition	G.Sims
7.0	New Business	G.Sims
8.0	CAND Report	J. Bachewich
9.0	Adjournment	G.Sims

**Manitoba Naturopathic Association
Annual General Meeting Minutes
Thursday February 27, 2025 7:00PM by Zoom Conference**

Attendance: 44 members, one guest. Recorder: MNA Administrator

1. **Call to order:** The meeting was called to order by MNA President, Gord Sims, ND at 7:05 pm
2. **Welcome:** Gord Sims welcomed attendees and provided instructions regarding the logistics and voting procedures for the virtual meeting
3. **Approval of the February 27, 2025 Agenda**

Motion to approve the February 27, 2025 AGM Agenda

Moved: A. Bryk Seconded: S. Korsunsky All in Favour: Carried

4. **Approval of AGM minutes of February 29, 2024**

Motion to approve the February 29, 2024 AGM Minutes

Moved: D. Jasper Seconded: J. Graydon Fyfe All in Favour: Carried

5. **President's Report-G.Sims, ND**

The President's Report was published in the MNA 2024 Annual Report. Gord Sims asked if there were any questions regarding the report. Gord Sims thanked the board for their time and attendance at meetings and in responding to emails this past year. He also thanked Kelly Brown and Lesley Phimister in their administration functions.

There were no questions from attendees.

6. **Treasurer's Report -Dr. Lauren Cottom, ND**

The Treasurer's Report was published in the MNA 2024 Annual Report. Lauren Cottom asked if there were any questions regarding the report. Lauren Cottom thanked MNA members Sara Korsunsky and Jessica Flamand for their assistance with the year-end review

There were no questions from attendees.

7. **Registrar's Report -K. Brown, ND**

The Registrar's Report was published in the MNA 2024 Annual Report. Kelly Brown asked if there were any questions regarding the report. There were no questions from attendees.

8. **Complaint Committee Report-Dr. Erin Wiebe, ND**

The Complaint Committee Report was published in the MNA 2024 Annual Report. Erin Wiebe asked if there were any questions regarding the report. There were no questions from attendees.

Motion to accept the Council, Committee and Registrar Reports

Moved: M. Campbell Seconded: M. Leppelmann All in Favour: Carried

9. **New Business**

none

10. Election of Board Members (K. Brown, Registrar)

Kelly explained the election and voting procedures as outlined in the Regulations as follows:
The registrar must conduct the election and must declare elected as members of the board the full registrant(s) and public representative(s) who have received the greatest number of votes. In the event of a tie between any two or more candidates necessary to complete the membership of the board, the member or members to be elected must be decided from among such names by a drawing to be conducted under the supervision of the registrar.

Kelly explained that there are two board positions that have reached the end of their terms. Kelly has received a total of three nominations for the two positions and so members must vote for nominees by ballot.

The following nominations were received by the February 24, 2025 deadline

Janice Fyfe
Jasmine Bray-Mak
Sean Ceaser

Kelly asked for the ballot poll to be launched and for members to complete the poll

Results of Position Poll #1 Janice Fyfe
Results of Position Poll #2 Jasmine Bray-Mak

Janice Fyfe and Jasmine Bray-Mak have been elected to the 2025-2027 term of office.

Gord Sims acknowledged the outgoing council member Sean Ceaser.

11. Adjournment.

Motion to adjourn the meeting

Moved: J. Fyfe Seconded: L. Janzen All in favour: Carried

Meeting adjourned at 7:37 pm

GOVERNANCE

The Board of the Manitoba Naturopathic Association governs and administers the affairs of the Association in accordance with the *Naturopathic Act*. It is composed of five directors elected from the membership. Four are practicing members of the Association and one is a public member (nonmember) as required by legislation.

The Manitoba Naturopathic Association is one of 22 self-regulated health professions in Manitoba. The regulation of naturopathy in Manitoba is governed by Manitoba Health and the Naturopathic Act at the discretion of the Minister of Health. The Board is responsible for supporting the Ministry of Health's directive for a health regulatory which is the protection of the public. As a courtesy, the Ministry allows a handful of *associations* to maintain that title until they are under the umbrella legislation of the Regulated Health Professions Act. The success of this dual-trusteeship is accomplished when the public is protected, which, in turn, benefits the profession as a whole.

President

Dr. Gord Sims, ND

Vice-President

Dr. Janice Fyfe, ND

Treasurer

Dr. Lauren Cottom, ND

Public Member

Mary-Pat McNaught Osteopathic Manual Therapist

Member at Large

Dr. Jasmine Bray-Mak, ND

Ex-Officio Officers

Dr. Kelly Brown, ND, Registrar

Complaint Committee

Dr. Erin Wiebe, ND, Chair

Examination Committee

Dr. Leanne Florence, ND Chair

President's Report

2025 Board Initiatives:

The MNA board met 3 times in the past year as well as frequent communication by email and considered topics relating to creation of new standards, continuing education, directives from the Ministry of Health and interim legislative changes for regulators not yet under the RHPA. In between board meetings, the board and staff regularly communicated by email to share and consider information and topics received from Shared Health, the Canadian Alliance of Naturopathic Regulatory Authorities (CANRA) as well as frequent information distributed by the Manitoba Alliance of Health Regulatory Colleges (MAHRC).

Kelly Brown and Lesley Phimister represent the MNA at meetings of the MAHRC and the Fair Practices Office.

Self-Regulation and Volunteerism = Essential Service

I would like to thank my naturopathic colleagues for their time and commitment to the MNA board, our membership and the public. We are all busy professionals who volunteer our time to meet regulatory requirements and I would like to thank the following members who gave their time this past year. I hope you will join me in thanking the following:

MNA Board Members: Drs. Janice Fyfe, (Vice President) ND, Lauren Cottom, ND (Treasurer), Jasmine Bray-Mak, ND (Member at Large), Mary Pat McNaught, Osteopathic Manual Therapist (public member).

Board Examiners: Drs. Leanne Florence, ND, Nicole Pander, ND, Jessica Flamand, ND,

Complaint Committee: Drs. Erin Wiebe ND, Melanie Leppelmann, ND, David Langtry (public member)

Volunteer Auditors: Drs. Sara Korsunsky, ND, Jessica Flamand, ND

This AGM marks the end of the term for the board's public member Mary Pat McNaught. Mary Pat has served the maximum number of terms on the board.

For ten years Mary Pat has been a steady, reliable and thoughtful presence on the board. Her role as public member is to ensure the board makes decisions in the best interest of the public and she has taken that role seriously.

On behalf of the board, members and staff I would like to thank Mary Pat for her many years of service and commitment. The board will be honoring Mary Pat during their April meeting. We will miss you!

Finally, I would like to thank Dr. Kelly Brown, ND and Lesley Phimister for their commitment to the regulatory function of the Association and their abilities to communicate effectively and professionally with stakeholders. Both Lesley and Kelly field queries from the public, are the first point of contact for complainants, navigate and interpret health policy, relay government directives to members, collaborate with regulatory colleagues and field many queries from our members and applicants.

Respectfully submitted,
Dr. Gord Sims, ND
MNA President

Treasurer's Report

Results of the Year End Review-November 1, 2024 - October 31, 2025

Surplus and Contribution to Reserve Fund:

The year-end review shows a modest surplus of \$15,105 for the year ending December 31, 2025.

Regulatory bodies should have a two-year reserve fund that can cover operating expenses in the event of unprecedented legal and hearing costs. We continue to contribute a modest amount to our reserve fund.

Finally, I would like to thank our volunteer auditors, Drs. Sara Korsunsky, ND and Jessica Flamand, ND for giving their time again this year to assist with the year end financial review.

Respectfully submitted,
Dr. Lauren Cottom, ND
MNA Treasurer

March 1, 2026

Lay Auditor's Report
Manitoba Naturopathic Association (MNA)

We have reviewed the statement of the financial position of the Manitoba Naturopathic Association (MNA) as of October 31, 2025 including the statements of operations and net assets. The responsibility of lay auditors is to express an opinion on these financial statements based on our review.

In conducting the review, we reviewed the financial statements prepared by the MNA Bookkeeper, Grant Tarr of Solutions Bookkeeping. We examined the amounts and disclosures in the financial statements considering the documents on file used for bookkeeping. When necessary, we review the minutes of the Board of Directors that relate to important financial decisions as well as relevant Treasurer's Reports as required.

In our opinion the Association's financial documentation, minutes and reports suggest a prudent use of Association funds and careful attention to financial decisions. In our opinion, these financial statements accurately present the financial position of the organization as at October 31, 2025.

Sincerely,

Dr. Jessica Flamand, ND



Dr. Sara Korsunsky, ND



Manitoba Naturopathic Association

Comparative Balance Sheet

ASSET	As at 31/10/25	As at 31/10/24	Percent
CURRENT ASSETS			
ACU Chequing Account	236,181.01	224,782.33	5.07
ACU Savings Account	66,627.37	65,952.07	1.02
Accounts Receivable	0.00	37,750.00	-100.00
Prepaid Insurance	1,740.98	0.00	0.00
TOTAL CURRENT ASSETS	<u>304,549.36</u>	<u>328,484.40</u>	-7.29
TOTAL ASSET	<u>304,549.36</u>	<u>328,484.40</u>	-7.29
LIABILITY			
CURRENT ASSETS			
Accounts Payable	6,014.00	7,404.20	-18.78
Unearned or Deferred Revenue	51,450.00	89,100.00	-42.26
TOTAL CURRENT ASSETS	<u>57,464.00</u>	<u>96,504.20</u>	-40.45
TOTAL LIABILITY	<u>57,464.00</u>	<u>96,504.20</u>	-40.45
EQUITY			
EQUITY			
Unrestricted Net Assets	231,980.20	201,372.48	15.20
Current Earnings	15,105.16	30,607.72	-50.65
TOTAL SHAREHOLDER'S EQU...	<u>247,085.36</u>	<u>231,980.20</u>	6.51
TOTAL EQUITY	<u>247,085.36</u>	<u>231,980.20</u>	6.51
LIABILITIES AND EQUITY	<u>304,549.36</u>	<u>328,484.40</u>	-7.29

Manitoba Naturopathic Association Comparative Income Statement

	Actual 01/11/24 to 31/10/25	Actual 01/11/23 to 31/10/24	Percent
REVENUE			
REVENUE FROM SALES			
Application Fee	3,800.00	3,450.00	10.14
Exam Fee	100.00	0.00	0.00
Practicing Fee - First Year	2,400.00	6,200.00	-61.29
Practicing Fee - Renewing	90,950.00	86,650.00	4.96
Late Renewal Fee - Practicing	0.00	200.00	-100.00
TOTAL SALES REVENUE	<u>97,250.00</u>	<u>96,500.00</u>	0.78
OTHER REVENUE			
Interest income	1,141.04	2,061.26	-44.64
Miscellaneous income	0.00	203.46	-100.00
TOTAL OTHER REVENUE	<u>1,141.04</u>	<u>2,264.72</u>	-49.62
TOTAL REVENUE	<u>98,391.04</u>	<u>98,764.72</u>	-0.38
EXPENSE			
OPERATING COSTS			
Executive Director	57,548.40	50,498.48	13.96
Advertising and Website	854.88	854.88	0.00
Bookkeeping	672.00	604.80	11.11
Business taxes & licences	40.00	40.00	0.00
Computer supplies	312.27	396.91	-21.32
Honorarium	250.00	1,250.00	-80.00
Insurance	2,095.50	1,351.41	55.06
Investigation of Complaints	0.00	11.36	-100.00
Gifts	150.00	200.00	-25.00
Legal to council	1,055.25	0.00	0.00
Meals	0.00	438.44	-100.00
Memberships & subscriptions	2,976.35	1,963.10	51.61
Office supplies	114.22	0.00	0.00
Printing and Copying	0.00	38.07	-100.00
Registrar Services	11,500.00	6,200.00	85.48
Rent	4,300.00	2,400.00	79.17
Telephone, Telecommunications	1,417.01	1,909.55	-25.79
TOTAL OPERATING COSTS	<u>83,285.88</u>	<u>68,157.00</u>	22.20
TOTAL EXPENSE	<u>83,285.88</u>	<u>68,157.00</u>	22.20
NET INCOME	<u>15,105.16</u>	<u>30,607.72</u>	-50.65

Registrar Highlights for 2025

Registration and Licensure:

Please join me in welcoming the following new members:

- Dr. Sarah Boulet, ND
- Dr. Salma Ladhani, ND
- Dr. Emily Burt, ND
- Dr. Miranda Ball, ND
- Dr. Ariana Buccini, ND

The Regulated Health Professions Act:

In the fall of 2025 Shared Health provided an update to regulators and provided their list for the order of regulators they are working with to come under a new Act. Shared Health determines the order. The MNA is in a group with several other regulatory bodies and our application will not be reviewed for at least five years. Shared Health is prioritizing organizations where the risk to the public is high or their legislation limits their ability to process complaints or discipline members.

Manitoba Alliance of Health Regulatory Colleges (MAHRC):

The MNA continues to attend and participate as an active member of the MAHRC. In 2025 Lesley and myself attended quarterly meetings. Some topics of discussion included: Indigenous Cultural Safety Training, EDI opportunities, interprofessional collaboration, complaint investigations as well as representatives from Shared Health regarding legislative and program changes affecting health regulators.

Continuing Education

A reminder that the current CE cycle is November 1, 2025-October 31, 2027.

Respectfully submitted,

Dr. Kelly Brown, BSc, ND, MPH
MNA Registrar

Complaint Committee Report

Dr. Erin Wiebe, ND
MNA Complaint Committee Chair