

**CCPA Board Meeting  
March 31, 2011  
Teleconference  
12:00-13:30 (Ottawa time)**

**Present:** Ron Lehr (Chair), Lorna Martin, Linda Wheeldon, Michel Lefebvre, Louis Cournoyer (arrived at 12:30), Miriam Duff, Madeleine Lelievre (until 1320), Lilli Janzen, Serge Hall, Barbara MacCallum (Secretary)

**Regrets:** Maria De Cicco, Ardele Gorman, Heather White, Robin Cameron, Deborah Wood Salter, Blythe Shepard

**Welcome**

- Ron welcomed everyone and thanked them for attending the meeting.

**Agenda**

1. Approval of Agenda
2. Approval of the February 22, 2011 Minutes
3. Conflict of Interest
4. Directors Reports
5. Committee Reports
6. Directors Expense Policy
7. Vance Peavy Award
8. Directors
9. Final Words
10. Next Meeting
11. Adjournment

**1. Approval of the Agenda**

**Motion:** To approve the agenda.

**Moved by Linda Wheeldon. Seconded by Serge Hall.  
CARRIED**

**2. Acceptance of Minutes**

**Motion:** To accept the minutes of the February 22, 2011 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Michel Lefebvre. Seconded by Linda Wheeldon.  
CARRIED**

**3. Conflict of Interest**

All attendees confirmed that they did not have a conflict of interest with regard to any of the agenda items.

**4. Directors' Reports**

- Directors were invited to report on the hot topics/issues in their region.

### **Nova Scotia – Linda Wheeldon**

- Nova Scotia continues to await proclamation of the Counselling Therapists Act.
- The Nova Scotia Chapter has formed.
- There was no difficulty in collecting 25 names to form the Chapter.
- Ron Lehr thanked Linda Wheeldon for her efforts in forming the Nova Scotia Chapter.

### **New Brunswick – Madeleine Lelievre and Serge Hall**

- Work continues on moving forward legislation in New Brunswick.
- Madeleine thanked CCPA on behalf of the Federation of Personal and Vocational Counsellors of New Brunswick for the contribution from the CCPA Legislative Support Fund.
- The Federation is currently conducting its public relations campaign.
- It is hoped that the new bill will be tabled at the spring legislative session.
- Madeleine also noted that the Aboriginal Circle Chapter is without leadership.
- There was also an expression of discontent because there were not enough aboriginal papers accepted for the 2011 Conference.
- Michel Lefebvre who was a member of the program committee for the conference noted that it was impossible to determine which papers were from the Aboriginal Circle Chapter and also that he cannot recall any that had been submitted.
- It was noted that someone has come forward to be the President of the Chapter.
- This person will be discussed at the April 5, 2011 Executive Committee Meeting.

### **Quebec Anglophone – Lilli Janzen**

- QCA has provided a great platform to generate interest in CCPA.
- A presentation of Bill 21 will be made at the QCA AGM.
- There has been an increase in educational workshops.
- Lorna indicated that she would create a summary sheet for the rules and regulations in each province.

### **Quebec Francophone – Louis Cournoyer**

- Louis indicated that work is progressing on the Counsellor Educators project.

### **Ontario Francophone – Michel Lefebvre**

- There will be a presentation by the Transitional Council of the Ontario College of Registered Psychotherapists and Registered Mental Health Therapists on April 1, 2011.
- This will be an opportunity to ask clarifying questions regarding the draft regulations for Ontario.
- Michel will also be acting as the interpreter for the session.
- Michel has also been involved in the Ottawa Conference.
- He has organized a trip to La Cité Collégiale for conference attendees.
- Michel also presented to students at OISE (Ontario Institute for Studies in Education) in Toronto.

## **Manitoba – Miriam Duff**

- There has been no movement on provincial lobbying.
- The correspondence between National Office and the University of Manitoba regarding courses eligible for CCC has been very helpful.

## **5. Committee Reports**

- The Certification Committee under the leadership of Blythe Shepard has been very active and there will be changes submitted to the Board in May 2011.

## **6. Directors' Expenses**

- A new expense policy was circulated to the Board.
- This policy was a result of research that Blythe Shepard conducted.
- Additional research was conducted by the National Office.
- The draft policy was provided to the Executive and then circulated to the Board of Directors.

**Motion:** To accept the new Director's Expense Policy as circulated to the Board of Directors on March 24, 2011.

**Moved by Miriam Duff. Seconded by Serge Hall.  
CARRIED**

## **7. Vance Peavy Memorial Award**

- A motion was passed by the CCPA Board of Directors that indicated the willingness to manage the Vance Peavy Award.
- The Vance Peavy Committee has developed a set of guidelines for the Board to consider.
- A discussion was held regarding the Award guidelines.
- Issues related to the nomination process were clarified.
- It was noted that if CCPA assumes this award the CCPA website would be updated with a comprehensive description of the award and Vance's contribution to counselling.
- The results of this motion will be taken back to the Vance Peavy Committee and CCDF (The Canadian Career Development Foundation).

- **Motion:** To accept the guidelines of the Vance Peavy Award as circulated to the Board of Directors on March 24, 2011.

**Moved by Louis Cournoyer. Seconded by Linda Wheeldon.  
CARRIED**

## **8. Directors**

- A notice has been sent to BC members after consultation with the BC Chapter regarding the need to fill the BC Directors position.
- There are no nominations at this time.

## **9. Final Words**

- Ron thanked the outgoing directors for their contributions, support and collegial attitude.
- He noted that it has been an interesting journey and will continue to be so for those who are remaining on the Board.
- Ron wished Lorna Martin well as she assumes the President's role.
- Lorna thanked Ron for his gentle and kind leadership.

**10. Next meeting**

- The next scheduled meeting of the Board of Directors is at the Marriott Hotel, Ottawa Ontario on May 15-16, 2011.

**11. Adjournment**

**Motion:** To adjourn the meeting.

**Moved by Lorna Martin. Seconded by Linda Wheeldon.  
CARRIED**

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President

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Date

## SUMMARY OF MOTIONS

**Motion:** To approve the agenda.

**Moved by Linda Wheeldon. Seconded by Serge Hall.  
CARRIED**

**Motion:** To accept the minutes of the February 22, 2011 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Michel Lefebvre. Seconded by Linda Wheeldon.  
CARRIED**

**Motion:** To accept the new Director's Expense Policy as circulated to the Board of Directors on March 24, 2011.

**Moved by Miriam Duff. Seconded by Serge Hall.  
CARRIED**

**Motion:** To accept the guidelines of the Vance Peavy Award as circulated to the Board of Directors on March 24, 2011.

**Moved by Louis Cournoyer. Seconded by Linda Wheeldon.**

**Motion:** To adjourn the meeting.

**Moved by Lorna Martin. Seconded by Linda Wheeldon.  
CARRIED**

### SUMMARY OF TASKS

<b>Task No.</b>	<b>Reference No.</b>	<b>Task</b>	<b>Date</b>	<b>Responsibility</b>
1	4	Create a summary sheet for the rules and regulations in each province.	ASAP	Lorna Martin