



Briefing Report to Board of Directors

Date : September 1, 2026
From : John Tzountzouris, Registrar & CEO
Subject : Proposed Amendments to the CMLTO By-Law, Article 10 regarding Fees

Report Purpose:

- | | |
|---|---|
| ☐ Board Policy Development/Enhancement | ☐ Monitoring Report |
| ☐ Regular Policy Review | ☐ Ends |
| ☒ Policy Approval | ☐ Executive Limitations |
| ☐ Ends Policy | ☐ Statutory Committee |
| ☐ Executive Limitations Policy | ☐ Ownership Linkage Report |
| ☐ Board-CEO Relationship Policy | ☐ Incidental Report |
| ☒ Governance Process | ☐ Registrar & CEO |
| ☐ Board Implementation of Policy | ☐ Board Chair |
| ☐ Board-CEO Relationship Policy | ☐ Other: |
| ☐ Governance Process | |

PUBLIC INTEREST RATIONALE:

CMLTO requires sufficient and sustainable financial resources to fulfill its statutory mandate and protect the public interest. Allowing revenues to remain structurally below the cost of regulation could progressively reduce CMLTO's financial capacity and its ability to respond to future regulatory, operational and strategic needs.

At the same time, because registration is mandatory to practise as an MLT in Ontario, the Board has a responsibility to ensure that fees are reasonable and supported by a clear financial rationale. Addressing the fee issue therefore requires balancing prudent stewardship of registrant funds with ensuring that CMLTO has the financial capacity necessary to effectively carry out its regulatory responsibilities. Ensuring that CMLTO is appropriately and sustainably resourced to fulfill its regulatory mandate, while avoiding the collection of fees beyond what is reasonably required, is in the public interest.

Recommended Motion:

Be it resolved that;

1. The Board moves to approve the proposed amendments to the CMLTO By-Law, Article 10 regarding Fees as presented in Appendix 1, in principle, and
2. That the revisions to the CMLTO By-Law regarding Article 10 - Fees be circulated to registrants for a minimum of sixty (60) days and any input received be considered prior to the approval of the revised CMLTO By-Law.

BACKGROUND

CMLTO registration fees have remained unchanged for approximately 15 years, although their adequacy has been reviewed annually through the budget process. While CMLTO has historically maintained a healthy financial position, increasing operating costs and recent deficits have resulted in the gradual erosion of the operating fund, creating a need to consider the longer-term sustainability of the current fee structure.

To inform this consideration, CMLTO engaged external consultants to undertake multi-year financial modelling based on projected registrant numbers, operating costs and reserve requirements. Following consideration of the modelling, its underlying assumptions and associated risks, a staged increase in the Practising Class fee from \$340 to \$400 in 2027, \$425 in 2028 and \$450 in 2029, in the Non-Practising and Emergency Classes fee from \$170 to \$200 in 2027, \$212.50 in 2028 and \$225 in 2029, as well as an increase to the Application Assessment Fee from \$150 to \$200 beginning in 2027, was identified as an appropriate approach to strengthening CMLTO's financial sustainability. Fees will continue to be reviewed annually through the budget process, with a more comprehensive reassessment of the fee structure and underlying assumptions proposed after three years.

Ensuring that CMLTO is appropriately and sustainably resourced to fulfill its regulatory mandate, while avoiding the collection of fees beyond what is reasonably required, is in the public interest.

The proposed amendments to the CMLTO By-Law, Article 10, are presented in Appendix 1, are intended to ensure that CMLTO is appropriately and sustainably resourced to fulfill its regulatory mandate.

NEXT STEPS:

Pursuant to section 94 (2) Health Professions Procedural Code set out in schedule 2 to the *Regulated Health Professions Act, 1991*, the proposed amendments to the

CMLTO By-Law will be circulated to the registrants for a minimum of sixty (60) days upon Board's approval.

The proposed amendments will be circulated to Registrants and key partners through a specific e-blast, included on the CMLTO website, and published in FOCUS. In addition to the proposed fee increase and explanatory notes, information on how College fees are determined and set will be presented to Registrants and key partners.

All information received during the consultation process will be presented to the Board of Directors for consideration at the December 2026 Board meetings.

APPENDICES:

Appendix 1 – Proposed Amendments to the CMLTO By-Law, Article 10 regarding Fees

Appendix 2 – Explanatory Notes: Proposed Amendments to the CMLTO By-Law, Article 10 regarding Fees