



THE COLLEGE OF  
VETERINARIANS  
OF ONTARIO

## Council Meeting

Scheduled for March 24<sup>th</sup> and 25<sup>th</sup>, 2020

Meeting held only on March 24<sup>th</sup>

Teleconference Call

## MINUTES

Presiding Officer:	Dr. Susan Warren
Members present:	Dr. Patricia Alderson Dr. Peter Borgs Dr. Tyrrel de Langley Ms. Gayle Ecker Mr. Andrew Glenny Dr. Lorie Gold Dr. Christine Hickman Dr. Shannah Kavonic Dr. Patricia Lechten Ms. Joy Levison Dr. Kerry Lissemore Mr. Donald Mayne Dr. Paula Menzies Dr. Alana Parisi Dr. Jessica Retterath Ms. Rena Spevack Dr. Wade Wright
Appointed Officer:	Ms. Jan Robinson, Registrar and CEO
Staff attended the call:	Ms. Kim Huson, Executive Partner, Communications Ms. Sarah Kirby, Policy and Project Specialist Dr. Kim Lambert, Associate Registrar, Quality Practice Ms. Anita Lovrich, Executive Partner, Policy Ms. Beth Ready, Executive Partner, Corporate Services Ms. Shilo Tooze, Associate Registrar, Licensure
Guests attended the call:	Ms. Brandi Deimling, OVMA Representative Ms. Agnes Pawelek, OMAFRA Representative
Observers attended the call:	Ms. Aneeta Bharij Ms. Emily Ewles Mr. Martin Fischer Dr. Colette Larocque Ms. Rose Robinson Dr. Susan Sabatini Ms. Lindsay Sproule

**1. Call to order**

Due to the COVID-19 pandemic the Council meeting was held via a teleconference call.

Dr. Warren called the meeting to order at 9:10 a.m. and welcomed Councillors, observers and guests who were attending via the teleconference call.

Dr. Warren welcomed Ms. Gayle Ecker, a newly appointed public member to the College.

Dr. Warren informed Councillors, and others joining the call, that the agenda has been modified and some items were deferred or cancelled.

**2. Adoption of Agenda**

**MOTION:** It was moved and seconded,

“That the agenda be adopted as modified and amended.”

CARRIED

**3. Conflict of Interest**

No conflicts were declared.

**4. Consent Agenda**

It was noted that an additional item was added to the consent agenda (4.5 Ratify Executive Committee Motion).

Councillors reviewed the consent agenda and it was requested that

- 4.3 Registrar’s Report

be removed from the consent agenda to be discussed separately.

All of the following consent agenda items were approved as presented:

- 4.1 Minutes from the December 5 and 6, 2019 meeting and December 5 (Annual Council Meeting)
- 4.2 President’s Report
- 4.4 Committee Reports
  - 4.4.1 Accreditation
  - 4.4.2 Registration
  - 4.4.3 Complaints
  - 4.4.4 Discipline
  - 4.4.5 Executive
  - 4.4.6 Quality Assurance
  - 4.4.7 Governance, Audit and Risk
- 4.5 Ratify Executive Committee Motion

**MOTION:** It was moved and seconded,

“That the Consent Agenda be approved with item 4.3 to be discussed separately.”

CARRIED

#### **4.3 Registrar’s Report**

The Registrar informed Councillors that College staff have put into place its Pandemic Plan due to the COVID-19 pandemic. A response team meets daily to focus on any communication pieces to be circulated to staff, Council and members of the profession. Messages are sent out on a daily basis.

The Registrar provided an update relating to the future office space requirements.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the Registrar’s Report as presented.”

CARRIED

#### **5. Strategic Alignment**

##### **5.1 Evaluation**

- December 5 and 6, 2019

Dr. Warren reported that the evaluation was provided for information.

##### **5.2 Strategic Plan**

###### **5.2.1 Strategy 2020 – Year 3 Tactics**

The document was provided to Council for information.

###### **5.2.2 Strategy 2023**

The Registrar introduced this agenda item.

Council was provided with a draft Strategic Plan - Strategy 2023. Five strategic objectives were developed based on Council and staff input from both the September and December strategic planning sessions. The proposed tactics reflect the ongoing strategic work of the Council and proposed opportunities to leverage new ideas that enhance and strengthen the College mandate.

Council reviewed each strategic objective and provided its feedback.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the draft Strategy 2023 Strategic Plan as presented and clarified.”

CARRIED

### **5.3 Policy Priorities**

The Project Priorities Chart was provided for information.

### **5.4 Performance Measurement**

#### **5.4.1 Risk Framework Review**

This agenda item was deferred to Council's meeting to be held in June.

#### **5.4.2 Key Performance Indicators**

The Key Performance Indicators Dashboard was provided as information.

#### **5.4.3 Strategic Risks**

This agenda item was provided as information.

### **5.5 Veterinary Practice Advisory Panel**

Dr. Warren reported that this agenda item was cancelled.

### **5.6 Council Roundtable**

Dr. Warren reported that Council will not be reviewing the trends. It was noted that Councillors can submit any new trends they might have to the Registrar.

## **6. Registrar's Performance Review**

It was noted that the Registrar's Performance Review will be held at the end of the Council meeting.

## **7. Finance**

### **7.1 Financial Statements ending January 31, 2020**

These documents are presented as information only.

## **8. Public Policy**

### **8.1 Animal Welfare Agenda**

The Registrar introduced this agenda item.

In 2017 Council decided to adopt its first ever animal welfare agenda. As Council approaches approval of its next strategic plan, a refreshed animal welfare agenda is in order.

The Executive Committee, at its last meeting, reviewed the proposed agenda.

Council reviewed and provided its feedback on a draft Animal Welfare Agenda for 2020-2023.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the draft Animal Welfare Agenda for 2020-2023 as presented.”

CARRIED

## **8.2 Forms of Energy – Risk Report**

The Registrar and Ms. Sarah Kirby, Policy and Project Specialist, introduced this agenda item.

In September 2019, Council reviewed the first risk analysis from staff related to forms of energy. The report contained a brief overview of a variety of different modalities and their associated benefits and risks. The report also contained a jurisdictional scan that outlined the level of oversight that each identified form had in the different provinces. Following review of this report, Council directed that staff continue to gather research and information related to the use of forms of energy in the treatment of animals.

Council considered and discussed the Forms of Energy – A Summary Report.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct staff to proceed with the development of proposed policy and regulatory wording, with a focus on delegation, that would allow for the classification of the use of forms of energy on animals as presented.”

CARRIED

## **8.3 Policy Statement and Guide – Non-Drug Veterinary Products**

The Registrar introduced this agenda item.

In December 2019, Council reviewed the feedback from the consultation process. The feedback received during the consultation included a number of helpful suggestions, comments, and questions.

Following this review, Council directed that the draft Policy Statement on the Sale of Non-Drug Veterinary Products be returned to staff for revisions based on consultation feedback and to allow for the development of an associated guide to aid in overall reader comprehension.

Council reviewed and provided its feedback on a revised draft Policy Statement and Guide to the Policy Statement on Sale of Non-Drug Veterinary Products.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the draft policy statement, as amended, be circulated for public consultation.”

CARRIED

#### **8.4 Own Use Accounts Revisited**

The Registrar introduced this agenda item.

Since the release of the Council position on own use accounts, College staff have been in contact with and have had discussions with a number of veterinarians working in non-traditional capacities. There is an apparent lack of knowledge of the law relating to the purchase of drugs for veterinarians' use outside of an accredited facility.

A group of veterinarians approached the College to consider an alternative solution to purchase pharmaceuticals to treat their own animals.

The Executive Committee was provided with this concept and then suggested that Council have an opportunity to consider its current interpretation of section 33.(2) (e) of Ontario Regulation 1093 and the public purpose of existing accredited facilities.

Council robustly discussed and referred to its public policy decision tree to assist in its decision making.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario confirm its existing position relating to own use accounts.”

CARRIED

The Registrar reported that she will inform the group of veterinarians of Council's decision.

#### **8.5 Remote Dispensing**

The Registrar introduced this agenda item.

In 2018, prompted by Health Canada's direction on antimicrobial stewardship and veterinary oversight of the prescribing of any antimicrobial drug, Council released a policy permitting dispensing from a satellite location connected to an existing accredited facility for farmed or large animal veterinary medicine. Over 2019 the College received requests seeking an opportunity to expand the remote dispensing model.

Council reviewed and provided its feedback on expanding access to all pharmaceuticals and all species through a remote dispensing model.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct staff to revise and expand the Policy Statement on Satellite Location – Remote Dispensing Options for Farmed and Large Animal Anti-Microbial Drugs and return to Council for its review.”

CARRIED

#### **8.6 Legislative Reform**

The Registrar introduced this agenda item.

As a result of the recommended amendments to the *Veterinarians Act* which were sent to the Ministry of Agriculture, Food and Rural Affairs, it became clear that new regulations would have to be drafted. College staff were tasked to help shape the proposed regulations and draft suggested regulation language for various sections of Ontario Regulation 1093.

It was noted that Council will receive, over the next several meetings, proposed language on a number of different areas of Regulation 1093 to assist College staff with research and crafting language and to provide direction.

Five topics were presented for Council's attention.

### **8.6.1 Overarching Framework & Terminology**

Ms. Anita Lovrich, Executive Partner, Policy and Ms. Sarah Kirby, Policy & Project Specialist, introduced this agenda item.

In 2018, the College submitted a concept paper to the Ministry of Agriculture, Food and Rural Affairs which outlined its proposed recommendations for a modernized *Veterinarians Act*. Council has previously discussed the proposed model which would intend to register both veterinarians and veterinary technicians to practice veterinary medicine under one piece of legislation, with clear terms, conditions, and limitations set out as to which professional may practice which aspects of the profession.

This would create a regulatory body that is tasked with overseeing the practice of one profession with two professionals.

In January 2020, the Legislative Reform Implementation Advisory Group met to discuss and consider what the potential name of the Act could be and also the potential name of the College. Following discussion, the Advisory Group suggested the following names be presented to Council: the proposed new Act be called the Regulated Veterinary Professional Act and the proposed new regulatory body be called the College of Veterinary Professionals of Ontario.

The Advisory Group also suggested that the terms "member" and "licence" be replaced instead with "registrant" and "certificate of registration."

Council considered the suggestions posed by the Advisory Group and provided its feedback.

**MOTION:** It was moved and seconded,

"That the Council of the College of Veterinarians of Ontario direct that the College include the proposed names and terms in its recommendations to the Ministry as presented."

CARRIED

### **8.6.2 Registration**

Ms. Sarah Kirby, Policy & Project Specialist introduced this agenda item.

Council was provided with suggested language to ensure alignment with legislative amendments already proposed for the Act regarding the inclusion of veterinary technicians within the College’s regulatory oversight framework.

Council considered the proposed regulation language and provided its feedback.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the College proceed with the proposed regulation language for registration, as much as can be completed at this time.”

CARRIED

### **8.6.3 Accreditation**

Ms. Anita Lovrich, Executive Partner, Policy introduced this agenda item.

Council considered proposed annotated accreditation language and provided its feedback.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the College proceed with the proposed regulation language for accreditation.”

CARRIED

### **8.6.4 Professional Misconduct**

The Registrar and Ms. Anita Lovrich, Executive Partner, Policy, introduced this agenda item.

Council considered proposed annotated professional misconduct language and provided its feedback.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the College proceed with the proposed regulation language for professional misconduct with consideration of its comments.”

CARRIED

### **8.6.5 Delegation**

Ms. Anita Lovrich, Executive Partner, Policy, introduced this agenda item.

Council considered proposed annotated delegation language and provided its feedback.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the College proceed with the proposed regulation language for delegation.”

CARRIED



## 8.7 Registration – Two Part Register

Dr. Paula Menzies, Chair of the Registration Committee, and Ms. Shilo Tooze, Associate Registrar, Licensure, introduced this agenda item.

Since June 2019, the Registration Committee has continued with oversight of conducting a formal review of the College's licence categories including a study of licensure pathways. The Registration Committee decided to support the addition of a two-part register structure into the proposed licensure category model.

Council considered, and robustly discussed a Briefing Note on Two-Part Register.

**MOTION:** It was moved and seconded,

"That the Council of the College of Veterinarians of Ontario support the addition of a two-part register structure into the proposed licensure category."

16 Yea  
1 Nay  
CARRIED

## 8.8 Peer Advisory Conversation

Dr. Kim Lambert, Associate Registrar, Quality Practice, introduced this agenda item.

Council previously approved the development of the Peer Advisory Conversation to become the core of the Quality Assurance Program. The Peer Advisory Conversation reviews a veterinarian's practice through conversation with a trained Peer Advisor and provides support in their efforts to deliver quality care and service. The conversation includes tips for managing risk areas; insight into practice standards and regulatory requirements; and gives suggestions for continuing professional development.

An evaluation report on Pilot Phase 4 and final recommendations were presented to the Quality Assurance Committee in August 2019. Recommendations on improvements to the process were suggested prior to a full-scale launch of the Peer Advisory Conversation as a voluntary Quality Assurance Program.

Council reviewed the revised Peer Advisory Conversation Discussion Tools and considered the Quality Assurance Committee's recommendation to launch the Peer Advisory Conversation as a quality assurance measure in 2020.

**MOTION:** It was moved and seconded,

"That the Council of the College of Veterinarians of Ontario approve the revised Peer Advisory Conversation Discussion Tools as presented and approve the launch of the Peer Advisory Conversation."

CARRIED

## **9. Organizational Policy**

### **9.1 Draft Governance Principles**

Mr. Don Mayne, Chair of the Governance, Audit and Risk Committee, introduced this agenda item.

The Governance, Audit and Risk Committee reviewed proposed revisions to the Governance Principles policy and recommended adoption by Council.

Council reviewed the revised Governance Principles and provided its feedback.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the draft revised Governance Principles as amended.”

CARRIED

### **9.2 Terms of Reference – Diversity Task Force**

The Registrar introduced this agenda item.

College staff have been discussing the need to step back and reflect on its administrative processes in relation to assuring equitable and fair access for diverse groups of customers. A significant trigger to this conversation is the College’s need to advance its approach to respectful gender representation and related communication.

The Executive Committee was asked to consider forming a Customer Diversity Task Force and suggested forwarding this item to Council for its consideration.

Council considered a draft Terms of Reference for striking a short-term Customer Diversity Task Force.

**MOTION:** It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the draft Terms of Reference for a Customer Diversity Task Force.”

CARRIED

## **10. Other Business**

No other business was brought forward.

## **11. Notice of Motion**

No notice of motion was brought forward.

## **12. Confidentiality**

Councillors were reminded that Council meetings are public meetings.

Information discussed in in-camera sessions must be kept confidential by all in attendance. All budget/financial/strategic alignment documents are not to be shared outside of the meeting as these documents are working documents of Council and not public material. Any inquiries regarding the package can be directed to the website where the public package is posted.

Minutes of the Council meeting are not approved until its next meeting.

**13. Evaluation Form**

The Council meeting evaluation form will be forwarded for completion electronically via Survey Monkey. Councillors are encouraged to complete the evaluation which is helpful in continually improving future Council meetings.

At this time, Dr. Warren acknowledged Mr. Andrew Glenny, Public Member of Council, as this was his last Council meeting. Mr. Glenny's term expires on April 16<sup>th</sup>. Mr. Glenny thanked Council and staff and stated that he has enjoyed his time as a public member at the College.

**14. Date of Next Meeting**

The next regular meeting of Council will be held on June 24, 2020.

**15. Adjourn**

**MOTION:** It was moved,

"That the meeting of Council be adjourned."

CARRIED

The meeting adjourned at 4:10 p.m.

At this time all Councillors, staff, guests and observers exited the teleconference call.

**6. Registrar's Performance Review (in camera session)**

Councillors were asked to call in after they exited the Council teleconference meeting to discuss agenda item 6. Registrar's Performance Review. This was an in camera session and only Councillors were in attendance.

**MOTION:** It was moved and seconded,

"That the Council of the College of Veterinarians of Ontario receive the Registrar's Performance Review report as presented."

CARRIED

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Dr. Susan Warren  
President

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Jan Robinson  
Registrar and CEO

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Beth Ready  
Recording Secretary