



THE COLLEGE OF
VETERINARIANS
OF ONTARIO

Council Meeting
September 29 and 30, 2020
Go-To-Meeting – Video Teleconference Call

MINUTES

Presiding Officer: Dr. Susan Warren

Members present: Dr. Patricia Alderson
Dr. Peter Borgs
Dr. Tyrrel de Langley
Ms. Gayle Ecker
Dr. Lorie Gold
Dr. Christine Hickman
Dr. Shannah Kavonic
Ms. Catherine Knipe
Dr. Patricia Lechten
Ms. Joy Levison
Dr. Kerry Lissemore
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. 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
Mr. Jim O'Reilly, Lennard Commercial Realty

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 video teleconference call.

Dr. Warren called the meeting to order at 9:00 a.m. and welcomed Councillors, guests and observers who were attending via the teleconference call.

Dr. Warren welcomed Ms. Catherine Knipe, a new public member appointed by the Lieutenant Governor of Ontario.

Dr. Warren read a note that was received from Mr. Don Mayne, a public member, whose term ended in September. Council extended appreciation to Don for his commitment with the College.

2. Adoption of Agenda

MOTION: It was moved and seconded,

“That the agenda be adopted as circulated.”

CARRIED

3. Conflict of Interest

No conflicts were declared.

4. Consent Agenda

Councillors reviewed the consent agenda and it was requested that

- 4.3 Registrar’s Report
- 4.4.1 Accreditation Committee 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 June 24, 2020 meeting
- 4.2 President’s Report
- 4.4 Committee Reports
 - 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 National Examining Board Report
- 4.6 Ratify Executive Committee Motions

MOTION: It was moved and seconded,

“That the Consent Agenda be approved with item 4.3 and 4.4.1 to be discussed separately.”

4.3 Registrar's Report

The Registrar provided clarification on veterinary care in research facilities. The College has been considering the accountability of licensed veterinarians to College set standards in areas of animal research. College staff are continuing to have conversations with the research community. An information bulletin is due for release shortly.

The Registrar reported on the status of the College election. She indicated that there will be an election in all three electoral districts and that there has been a great response in voting.

The Registrar reported that the College of Nurses of Ontario suffered a ransomware cyber-attack causing most services to be temporarily unavailable. The Registrar indicated that the College has a robust cyber security plan in place, however, vigilance is key. An audit of the security practices of Councillors and Committee members will occur this fall to assure compliance with College policy.

The Registrar provided an update on the national position statement on surgery. The Canadian Veterinary Medical Association continues to review its statement. The College is monitoring this work given its importance to provincial regulation.

MOTION: It was moved and seconded,

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

CARRIED

4.4.1 Accreditation Committee Report

Dr. Kim Lambert, Associate Registrar, Quality Practice provided an update on the job posting for Accreditation Inspectors.

The Registrar provided clarification on personal use accounts. Veterinarians treating their own animals must do so through an accredited facility.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the Accreditation Committee Report as presented.”

CARRIED

5. Strategic Alignment

5.1 Evaluation

- June 24, 2020

Dr. Patricia Lechten introduced this agenda item.

Council reviewed the meeting evaluation from its meeting held on June 24, 2020.

It was reported that the Governance, Audit and Risk Committee reviewed the evaluation form and commented on the positive feedback received.

Councillors are encouraged to complete the evaluation form and provide any comments.

5.2 Strategic Plan

5.2.1 Strategy 2023 – Year 1 Tactics

Dr. Patricia Lechten introduced this agenda item.

The document was provided to Council for information.

5.3 Policy Priorities

The Project Priorities Chart was provided for information.

5.4 Performance Measurement

5.4.1 Key Performance Indicators

Ms. Shilo Tooze, Associate Registrar, Licensure, introduced this agenda item.

The performance indicators are intended to assist Council to focus on the risks to the organization and within the practice of veterinary medicine.

Council is provided with a Dashboard on a quarterly basis.

5.4.2 Strategic Risks

Ms. Shilo Tooze, Associate Registrar, Licensure, introduced this agenda item.

The Governance, Audit and Risk Committee (GAR), as part of its mandate, reviews leading risks and strategic risks. At its meeting in August, the Committee reviewed both leading and strategic risks identified by staff in the last quarter to determine those which are of highest priority and in need of elevation to Council.

One leading risk and two strategic risks were brought forward to Council's attention.

The leading risk that the GAR Committee brought forward is that members of Committees have not been responding to emails from staff. The two strategic risks that were brought forward were concerns related to animals being kept overnight in veterinary facilities where limited or no monitoring is occurring overnight; and one identified by the Complaints Committee and Peer Advisory Conversation regarding a concern about inappropriate antimicrobial use in small animal medicine.

Council considered each risk that was brought forward. The leading risk is operational in nature and Councillors have been notified of the expectation to respond regardless of availability. It was a decision of Council that further research is warranted in order to consider how to mitigate the two strategic risks. Further background information will be brought forward to Council at a future meeting.

5.5 Outcomes Focused Regulation

In December 2019, Council approved the application of a new framework to assist in guiding the College's policy work, particularly at the point of implementation. This Framework was named Outcomes Focused Regulation and serves to guide staff in developing strategy for introducing new rules and policies to the profession as well as measuring their impact. An Impact Strategy Unit has been formed at the staff level to consider policy implementation post Council approval.

As part of its responsibility the Impact Strategy Unit is to regularly report on its activities and progress to Council. Council reviewed the reports on two strategic risks currently under review by the Impact Strategy Unit. Feedback on the format and content of these reports was positive.

5.5.1 Designated Facility Director – Report

Council reviewed and provided its feedback on the report provided relating to designated facility director. The report indicated goals, activity to date and next steps.

5.5.2 Disposal of Drugs - Report

Council reviewed and provided its feedback on the report provided relating to appropriate disposal of drugs. The report indicated goals, activity to date and next steps.

5.6 Council Roundtable

Trends – Media, Regulatory, Legal, and Public

Councillors were provided by staff with the top trends relating to media, regulation, recent legal cases, and public. Councillors reviewed each category and provided comments.

General Trends

Councillors were given the opportunity to raise any matter that they believe is relevant to the College. Comments included:

- Veterinarians and mental health – exhaustion – burn out – compassion fatigue
- the chronic shortage of veterinarians and its implications
- practices in the United States having clients pay in advance – some are apparently increasing fees in order to discourage new patients
- mobile veterinary nursing care – provides full range of pet services – what is the boundary with the practice of veterinary medicine
- recent article – teams of researchers are training dogs to sniff out Covid-19
- Ordre des médecins vétérinaires du Québec – rescinded statement on veterinarians and limitation on performing cosmetic surgery

- article relating to an expert who quit Canada's Vaccine Task Force indicating more transparency needed to ensure public trust
- preliminary results suggest that a substantial proportion of pets in households of persons with COVID become infected

6. Finance

6.1 Financial Statements ending August 31, 2020

Council reviewed the Variance Report, Balance Sheet, and Revenue and Expenses Statement ending August 31, 2020.

These documents are presented as information only.

6.2 Budget 2021

The Registrar provided an overview on the key areas of importance in formulating the proposed 2021 budget. The Registrar responded to questions of Councillors regarding a more detailed explanation of certain lines.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the proposed Operating Budget for the year 2021 as presented.”

CARRIED

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the proposed Capital Budget for the year 2021 as presented.”

CARRIED

At this time the President announced that Council will be going in-camera. All staff, except the Registrar and Executive Partner, Corporate Services, guests and observers exited the teleconference call for the duration of the discussion.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario move to go in-camera to discuss future space acquisition.”

CARRIED

6.3 Future Space Acquisition

The Registrar reported that Mr. Jim O'Reilly from Lennard Commercial Realty was joining the video call to assist with any questions posed by Council.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the College move forward to lease property by 2022.”

CARRIED

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario move out of in-camera.”

CARRIED

7. Public Policy

7.1 Policy Statement – Dispensing from an Accredited Facility Through a Satellite Location

The Registrar introduced this agenda item and Ms. Sarah Kirby, Policy and Project Specialist, was available to answer any questions.

In March 2020, Council reviewed the possibility of expanding its current policy statement. This discussion was focused on risk analysis and considered the associated benefits and potential harms of expanding the College’s approach. Council directed that the current policy statement be revised to allow for the dispensing of all pharmaceuticals and biologics, excluding controlled substances, for all species.

In June 2020, the Executive Committee reviewed an updated draft Policy Statement: Dispensing from an Accredited Facility through a Satellite Location along with an accompanying briefing note developed to help frame the discussion. The Executive Committee directed that the draft policy statement and associated briefing note be presented to Council for its consideration.

Council robustly discussed and provided its feedback on a Briefing Note and draft Policy Statement on Dispensing from an Accredited Facility through a Satellite Location.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the draft Policy Statement on Dispensing from an Accredited Facility through a Satellite Location be posted in January 2021 as presented and to annually review the Statement related to its effectiveness.”

CARRIED

7.2 Professional Practice Standard – Euthanasia

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

Council last reviewed the Professional Practice Standard: Veterinary Euthanasia in June 2019. Amendments were approved related to increased clarity surrounding informed client consent exemptions that exist in legislation outside of the *Veterinarians Act* pertaining to euthanasia.

In January 2020, the Provincial Animal Welfares Services Act (PAWS) came into effect. This resulted in the review of all College policies and resources to ensure uniformity with the new provincial legislation.

The review of the Professional Practice Standard: Veterinary Euthanasia flagged several areas that required potential revision. In particular, the standard showed potential for a strengthening of messaging related to its applicability to all species as well as proper procedure when dealing with potential rabies exposure.

Council considered and provided its feedback on an amended Professional Practice Standard on Euthanasia. A decision was made to title the document Veterinary Euthanasia.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the draft amended professional Practice Standard on Veterinary Euthanasia be circulated for public consultation as amended.”

CARRIED

7.3 Professional Practice Standard – Telemedicine

The Registrar introduced this agenda item.

In December 2019, Council reviewed a briefing note related to telemedicine and jurisdiction. Council directed that the Professional Practice Standard: Telemedicine remain unaltered and the College collaborate with the Canadian Council of Veterinary Registrars (“CCVR”) in terms of a national policy statement on telemedicine and jurisdictional issues related to telemedicine. In July 2020, the CCVR approved a National Policy Statement on Telemedicine.

In response to the needs and demands of the Covid-19 pandemic, the College relaxed its rules related to prescribing via telemedicine alone. This allows a veterinarian to prescribe non-controlled drugs and/or substances within a veterinarian-client-patient relationship (“VCPR”) but without performing an in-person physical examination or premise visit in order to obtain recent and sufficient knowledge.

These developments presented Council with the opportunity to reconsider its current standard.

In August 2020, the Executive Committee reviewed early suggestions related to the potential revision of the Professional Practice Standard: Telemedicine. The Executive Committee directed that the discussion be brought forward to Council for its consideration.

Council robustly discussed and provided its feedback on a Briefing Note on Jurisdictional and Prescribing Questions in Telemedicine and a proposed updated draft Professional Practice Standard on Telemedicine.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the proposed updated draft Professional Practice Standard be returned to staff for further review and for reconsideration of Council in the spring of 2021.”

2 Opposed

CARRIED

7.4 Legislative Reform

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

Since 2019, Council has been reviewing proposed regulatory language related to the modernization of the *Veterinarians Act*. To date, Council has approved language related to registration, accreditation, delegation, quality assurance, professional misconduct and advertising.

Two items were brought forward for Council's consideration: section 50 and Quality Assurance and the Medical Records section of Regulation 1093.

7.4.1 Section 50 and Quality Assurance

In December 2019, Council reviewed and approved proposed regulatory language related to a mandatory quality assurance program. This language was developed based on proposed corollary changes to the *Veterinarians Act*, inclusive of the establishment of the Quality Assurance Committee as a statutory committee.

The shift in legislative reform strategy from a legislation to a regulation focus has resulted in the need to reconsider this approach. The College's legal counsel was consulted to determine whether a mandatory quality assurance program could be established through regulation amendment alone.

The College's legal counsel suggested that a mandatory quality assurance program could be implemented through amendments to Section 50 of Regulation 1093. This section permits the Registrar to order the inspection of veterinary facilities and their records. Currently, this section is used to administer the Peer Review of Medical Records (PRMR) program through the Quality Assurance Committee.

In August 2020, the proposed changes were presented to the Quality Assurance Committee for its review and comment. The members of the Committee indicated their support for presentation to Council.

Council considered and provided its feedback on proposed regulation language.

MOTION: It was moved and seconded,

"That the Council of the College of Veterinarians of Ontario direct that the College proceed with the proposed language in the development of a revised regulation."

CARRIED

7.4.2 Medical Records

It was noted that Regulation 1093 has two main sections related to medical recordkeeping outside those directly connected to drug management. The first is Section 17 – Professional Misconduct. The second is Section 22. The College has received ongoing feedback related to these provisions, in particular Section 22.

In March 2020, Council approved proposed amended regulatory wording related to its potential professional misconduct provisions. This proposed transition has created the opportunity for Council to consider whether there is a need to have medical

recordkeeping regulatory provisions outside of those connected to professional misconduct and/or drug management. In particular, this wording has presented the opportunity for Council to consider whether it is more prudent to move forward with a policy-focused approach to medical recordkeeping that relies on practice expectations and guidance that are more adaptable and amendable.

Council considered an analysis on oversight of medical recordkeeping requirements.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the College proceed with a policy-focused approach to the proposed oversight of medical recordkeeping.”

CARRIED

7.5 Position Statement – Use of Non-Conventional Therapies in the Practice of Veterinary Medicine

The Registrar introduced this agenda item and Ms. Sarah Kirby, Policy and Project Specialist was available to answer any questions.

The College’s Position Statement: The Practice of Complementary and Alternative Veterinary Medicine is currently listed as under review. It was published in 2009 and has not been revised since then.

The College has been conducting research and analysis on this topic for several months. In August 2020, the proposed draft Position Statement: Use of Non-Conventional Therapies in the Practice of Veterinary Medicine was presented to the

Executive Committee for its review and consideration. The Executive Committee directed that the draft position statement be presented to Council for its consideration.

Council considered and provided its feedback on a proposed draft Position Statement on Use of Non-Conventional Therapies in the Practice of Veterinary Medicine.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct that the draft Position Statement on Use of Non-Conventional Therapies in the Practice of Veterinary Medicine be circulated for public consultation as presented.”

CARRIED

7.6 Use of Forms of Energy in the Treatment and/or Care of Animals – Update

The Registrar provided an update on this item.

In June 2020, Council reviewed and approved both a position and policy statement on the use of forms of energy in the treatment and/or care of animals. These documents classified the use of different forms of energy on animals into three categories of regulatory oversight based on the level of associated risk, ranging from Category 1 – High Risk (use on animals limited to veterinarians or those working under their direct or immediate supervision) to Category 3 – Low Risk (use on animals in the public domain).

Since Council's approval of the documents in June, conversations have occurred relating to the use of transabdominal diagnostic ultrasound for the purpose of pregnancy diagnosis in food-producing animals, in particular sheep and goats, and the use of forms of energy by certified paraprofessionals offering animal rehabilitation.

Several meetings have occurred resulting in other areas to further consider for example, laser therapy and shockwave therapy.

The Registrar reported that conversations are ongoing and a more in-depth review and summary of the research and work completed will be presented to Council at a future meeting.

8. Organizational Policy

8.1 Governance Policy – Code of Conduct

Dr. Patricia Lechten introduced this agenda item.

In 2019 the Governance, Audit and Risk (GAR) Committee determined it would be appropriate to review its Code of Conduct for Councillors and ensure its continuing relevance.

College staff researched and considered the current work of Canadian regulators who have undergone recent governance, or bylaw review. A first draft of a revised Code of Conduct was provided to the GAR Committee for its consideration. The proposed Code is clearer in its obligations and consistent with Council's recently adopted revised governance principles.

A draft, revised governance policy on Code of Conduct was provided to Council for its consideration.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the draft governance policy on Code of Conduct as presented.”

CARRIED

8.2 Governance Policy – Code of Conduct Sanctions Process

Dr. Patricia Lechten introduced this agenda item.

In reviewing the Code of Conduct governance policy, it was noted that revisions would also have to be made to the Code of Conduct Sanctions Process policy.

The Governance, Audit and Risk Committee reviewed a draft, revised policy at its meeting in August. The proposed policy changes better reflect Council's desire to mentor and coach wherever possible, prior to utilizing more formal measures of resolution.

A draft, revised governance policy on Code of Conduct Sanctions Process was provided to Council for its consideration.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the draft governance policy on Code of Conduct Sanctions Process as presented.”

CARRIED

9. Other Business

9.1 Annual General Meeting / Members’ Forum

The College has held its annual general meeting (AGM) of members in conjunction with the Ontario Veterinary Medical Association’s (OVMA) annual conference. The meeting consists of the AGM and a Members’ Forum. Due to the pandemic this year, the OVMA has postponed their conference. The College must consider a different format for the AGM.

This matter was discussed at the Executive Committee meeting in July. As the College is required to hold an annual general meeting it was suggested to hold the AGM in January 2021. Instead of holding a Members’ Forum it was suggested to hold topic-based town halls. The town halls would be held at a different time than the AGM.

Council considered the suggested options and were in agreement to hold the annual general meeting in January 2021. Council was in support of holding town halls as a replacement for the Members’ Forum.

10. Notice of Motion

No notice of motion was brought forward.

11. 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.

12. 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.

13. Date of Next Meeting

The next regular meeting of Council will be held on December 9 and 10, 2020.

14. Adjourn

MOTION: It was moved,

“That the meeting of Council be adjourned.”

CARRIED

The meeting adjourned at 3:50 pm.

Dr. Susan Warren
President

Jan Robinson
Registrar and CEO

Beth Ready
Recording Secretary