



MINUTES

Transition Council

November 7, 2024

Virtual Meeting

Presiding Officer: Ms. Catherine Knipe

Members present: Dr. Patricia Alderson
Dr. Claire Beauchamp
Dr. Kathleen Day Dunbar
Ms. Cathy Hecimovich
Ms. Lisa Langton, RVT
Dr. Lena Levison
Dr. Clayton MacKay
Dr. Sean Marshall
Mr. Phil Nichols, RVT
Dr. Sami Qureshi
Dr. Jessica Retterath
Mr. Douglas Reynolds
Ms. Rena Spevack
Dr. Yashvir Varma
Dr. Wade Wright
Dr. Michael Zigler

Regrets: Dr. Louise Kelly
Ms. Kirsti Clarida, RVT
Dr. Alana Parisi

Appointed Officer: Ms. Jan Robinson, Registrar and CEO

Staff attending:
Ms. Sarah Kirby, Director, Policy
Dr. Kim Lambert, Associate Registrar, Regulatory Programs
Ms. Kali Pieters, Policy & Projects Coordinator
Ms. Shilo Tooze, Deputy Registrar
Ms. Alice Couto, Executive Assistant

1. Call to Order

Ms. Catherine Knipe, Chair, called the meeting to order at 8:34 am and welcomed Councillors.

2. Roll Call

A roll call was conducted.

3. Conflict of Interest

No conflicts were declared.

4. Approval of Minutes

MOTION: It was moved and seconded,

“That the minutes of the meeting held on October 16 2024, be accepted as circulated.”

CARRIED

5. Concept Work Related to the Authorized Activity Model

Ms. Jan Robinson, Registrar introduced the topic noting that Transition Council is tasked with reviewing each of the regulatory concepts and providing direction to College staff on whether the draft concept can be approved for public consultation as presented or amended or whether it requires further review or development. Ms. Robinson noted that the authorized activity model is one of the most complex and multi-faceted aspects of the Transition Council's work. Given this, College staff developed a two-part approach to its presentation with part one focussing on the authorized activity model as it relates to the scope of practice for both veterinarians and veterinary technicians and part two focuses on the authorized activity model as it relates to the development of regulatory exemptions for other non-veterinary animal care providers and/or activities.

5.1. Overarching Framework for Veterinarians and Veterinary Technicians in Relation to the Authorized Activities Model

Ms. Sarah Kirby, Director, Policy provided an overview of the general framework for veterinarians and veterinary technicians related to the authorized activities model. Ms. Kirby outlined the three overarching recommendations proposed for inclusion in the regulatory concept; including the proposal that the practice of authorized activities be required to occur from an accredited facility unless otherwise specifically stated. Secondly, that the practice of authorized activities be required to occur in accordance with the facility policies established by the Facility Director and thirdly, it is proposed that all members be required to only perform authorized activities that are within their sphere of competence and in accordance with any terms, conditions, and limitations on their license.

A fulsome discussion ensued, and the Registrar answered questions posed by Council. A general consensus was received by Council on the proposed recommendations for this concept.

5.2. Delegation/Non-Delegable Activities

Ms. Sarah Kirby outlined the proposed recommendations pertaining to delegation, including a list of non-delegable activities. The discussion focused an explanation of how the veterinarian member is permitted to delegate authorized activities, that a veterinary technician member be professionally responsible for only accepting the delegation of authorized activities that they are competent to perform and that veterinary technician members are not permitted to sub-delegate the performance of authorized activities.

A fulsome discussion ensued, and the Registrar and Ms. Kirby answered questions posed by Council. A general consensus was received by Council on the proposed recommendations for this concept. Staff were asked to review the issue of dental extractions and whether it fits in delegable or non-delegable category.

5.3 Initiation

Ms. Sarah Kirby provided Council with the suggested definition of initiation to help illustrate the process and its intended outcomes. Ms. Kirby outlined the proposed recommendations related to initiation, including the ability to initiate both within and outside of a veterinarian-client-patient relationship (VCPR), ongoing expectations for informed client consent and further parameters around when veterinary technician members are permitted to perform authorized activities through initiation.

A fulsome discussion ensued. A general consensus was received by Council on the proposed recommendations for this concept.

5.4. Order

Ms. Sarah Kirby provided Council with the suggested definition of Order to help illustrate the process and its intended outcomes. Ms. Kirby outlined the proposed recommendations related to order, including the ability to order both within and outside of a veterinarian-client-patient relationship (VCPR), the ongoing expectations for informed client consent and further parameters around when orders can be developed and utilized and finally, authorized activities permitted to be performed by veterinary technician members pursuant to the order of a veterinary member.

Ms. Kirby provided further detail on veterinary members ability to prescribe pursuant to an order, orders and supervision requirements and clinical assessments.

Further details and examples related to how orders would work were provided and included in the package material.

A fulsome discussion ensued. A general consensus was received by Council on the proposed recommendations for this concept.

5.5 Presentation of Related Concept Language

This item is being deferred to the next Transition Council meeting taking place on November 12, 2024.

6. Terms of Reference

The Registrar introduced this topic. She noted that at its September 23, 2024 meeting, the Transition Council considered components for a Terms of Reference document that will guide governance until a set of By-laws are in place. The discussion was led by The Regulators Practice. Direction from Council was for a draft Terms of Reference document be developed for Council's consideration in November.

The Registrar suggested that the 2/3 majority vote previously discussed for decision making, be focussed on regulations and By-laws as suggested by the Transition Council at the time, but not translated to all decisions that may be required during the Council's tenure.

A discussion ensued.

MOTION: It was moved and seconded,

“That Council direct that the proposed Terms of Reference be approved as presented.”

CARRIED

7. 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.

8. Date of Next Meeting

- November 12, 2024, 9:00 am – 11:30 am (Virtual)

9. Adjourn

MOTION: It was moved,
“That the meeting of Council be adjourned.”

CARRIED

The meeting adjourned at 11:01 am.



Ms. Catherine Knipe
Chair



Jan Robinson
Registrar & CEO



Alice Couto
Recording Secretary