

# Minutes

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## Legacy Council Meeting

December 4 – 5, 2024

2-71 Hanlon Creek Blvd.

In-Person Meeting

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Presiding Officer: Dr. Wade Wright

Members present:

- Dr. Patricia Alderson
- Dr. Claire Beauchamp
- Dr. Kathleen Day Dunbar
- Ms. Cathy Hecimovich
- Dr. Louise Kelly
- Ms. Catherine Knipe
- Dr. Lena Levison
- Dr. Clayton MacKay
- Dr. Sean Marshall
- Dr. Alana Parisi
- Dr. Sami Qureshi
- Dr. Jessica Retterath
- Mr. Douglas Reynolds
- Ms. Rena Spevack
- Dr. Yashvir Varma
- Dr. Michael Zigler

Appointed Officer: Jan Robinson, Registrar and CEO

Staff attending:

- Ms. Kim Huson, Director, Communications & Engagement
- Ms. Sarah Kirby, Director, Policy
- Dr. Kim Lambert, Associate Registrar, Regulatory Programs
- Ms. Kali Pieters, Policy & Projects Coordinator
- Ms. Lesley Rankin, Director, People & Resources
- Ms. Shilo Tooze, Deputy Registrar
- Ms. Alice Couto, Executive Assistant

### 1. Call to Order

A Land Acknowledgement was read aloud by the President.

Dr. Wright called the meeting to order at 9:00 am and welcomed Councillors.

### 2. Roll Call

A roll call was conducted.

### 3. Approval of Agenda

**MOTION:** It was moved and seconded,  
“That the agenda be adopted as circulated.”

CARRIED

### 4. Conflict of Interest

No conflicts were declared.

### 5. Consent Agenda

Councillors reviewed the consent agenda, and it was requested that

5.3 Registrar’s Report be discussed separately.

All the following consent agenda items were approved as presented:

- 5.1. Approval of Minutes
  - September 23, 2024
- 5.2. President’s Report
- 5.4. Committee Reports
  - 5.4.1. Accreditation
  - 5.4.2. Registration
  - 5.4.3. Complaints
  - 5.4.4. Discipline
  - 5.4.5. Executive
  - 5.4.6. Quality Assurance
  - 5.4.7. Governance, Audit and Risk

**MOTION:** It was moved and seconded,  
“That the Consent Agenda be approved with item 5.3 to be discussed separately.”

CARRIED

Ms. Jan Robinson, Registrar noted that CNAR published a report citing our work in innovation, as well Deloitte recently released a document on regulators and influence where the College of Veterinarians of Ontario received mention.

The Registrar informed Council that she had been invited to be an advisor to the Professional Standards Authority in the United Kingdom in relation to modernizing its seminal document Right Touch Regulation.

### 6. Strategic Alignment

#### 6.1 Evaluation

Dr. Alana Parisi introduced this agenda item.

Council reviewed the meeting evaluation from its meeting held in September 2024.

## **6.2 Strategic Plan**

### **6.2.1 Strategy 2026 – Year 2 Tactics**

Councillors were provided with the Summary from Year 2 Tactics.

The Registrar answered questions from Council members.

## **6.3 Policy Review and Project Priorities Update**

The Policy and Project Tracking Chart was provided for information.

## **6.4 Performance Measurement**

### **6.4.1 Key Performance Indicators**

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.

## **6.5 Outcomes Focused Regulation**

### **6.5.1 Update**

The outcomes focused regulation updates were provided for information.

## **Finance**

### **7.1 Financial Statement ending October 31, 2024**

The Registrar introduced this topic. Council reviewed the Variance Report, Balance Sheet, and Revenue and Expenses Statement ending October 31, 2024.

The documents are presented as information only.

### **7.2 Minimum Balance for Reserve Funds**

Ms. Shilo Tooze, Deputy Registrar and Ms. Lesley Rankin, Director, People and Resources joined the table. Ms. Tooze noted that each year with the College's budget, Council reviews proposed spending, including special projects funded from the College's reserves. Ms. Tooze outlined the proposed unrestricted reserve targets for 2024/2025. Council, at budget time will be asked to confirm the level of unrestricted reserves that are needed for the upcoming year and determine if the College's revenue is sufficient to meet the needs in the future or if fee amounts need to be reviewed.

A discussion ensued and Ms. Tooze answered questions posed by Council.

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

“That the Council of the College of Veterinarians of Ontario approve the process to set annual minimum reserve targets as proposed.”

CARRIED

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

“That the Council of the College of Veterinarians of Ontario approve the Unrestricted Reserve Target for 2024/2025 as presented.”

CARRIED

## **8. Registrar’s Performance Review**

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

“That the Council of the College of Veterinarians of Ontario move to go in-camera to discuss the Registrars performance review.”

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

“That the Council of the College of Veterinarians of Ontario move to go out of in-camera and confirm acceptance of the Registrar’s performance review.”

CARRIED

### **9.1 After-Hours Veterinary Care**

Dr. Claire Beauchamp, Chair of the After-Hours Care Task Force, introduced this agenda item and Ms. Sarah Kirby, Director, Policy and Ms. Kali Pieters, Policy & Projects Coordinator joined the table to answer any questions.

Dr. Beauchamp provided an update on the progress of the After-Hours Care Task Force. A fulsome discussion ensued, and Dr. Beauchamp and the Registrar answered questions posed by Council.

Council directed that the Taskforce recommendations be approved as presented.

Council directed that the Taskforce recommendations be forwarded to Transition Council for its use in regulation development.

Council thanked the Task Force, Dr. Beauchamp and Ms. Pieters for their work on this project.

## **9.2 Guideline – Use of Medical Devices Enabled by Artificial Intelligence**

Ms. Shilo Tooze, Deputy Registrar joined the table. Dr. Jessica Retterath introduced the topic. She noted that the Legacy Council adopted the Position Statement, “Embracing Innovation and the Digital Age in Veterinary Medicine,” in March 2024. After the approval of the Position Statement, the College’s Ontario Veterinary Regulatory Innovation Panel (OVRIP) has been providing advice to assist in formulating a guidance document to support the use of tools enabled by artificial intelligence by veterinarians.

Dr. Retterath noted that Legacy Council is not generally involved in the approval of guidance documents, however, College staff wanted to ensure that the Legacy Council was aware of the information provided to veterinarians in this risk area.

A fulsome discussion ensued with Councillors providing positive feedback. The document will be published and posted to the College’s website.

### **Organization Policy**

#### **10.1 By-Law Proposed Amendment – Non Councillor Committee Member Terms and Sunsetting the Governance, Audit and Risk Committee**

Ms. Shilo Tooze, Deputy registrar joined the table. She noted that at its last meeting in September 2024 Council discussed its need to maintain stability and focus on member related matters during the transition period as the College moves toward implementation of the new Veterinary Professionals Act. Two By-law changes were approved for consultation, including non-council committee member terms and sunsetting the Governance, Audit and Risk (GAR) Committee. These proposed By-law changes were circulated for 60 days and feedback was provided to inform Legacy Council in its decision making.

A discussion ensued and the Registrar answered questions posed by Council.

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

“That the Council of the College of Veterinarians of Ontario approve the By-law changes as presented.”

CARRIED

## **11. Council Roundtable**

### **Media Trends, Regulatory, Legal and Public**

Councillors were provided with the top trends relating to media, regulation, recent legal cases, and public feedback.

Councillors reviewed the trends that were brought forward.

## **General Trends**

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

Recent case of rabies in the US:

<https://www.cbsnews.com/news/california-teacher-dies-bitten-bat-classroom/>

AVMA – Avian Flu:

<https://www.avma.org/resources-tools/animal-health-and-welfare/animal-health/avian-influenza>

The Registrar recently attended the CCVR conference and provided an update on the College's provincial counterparts.

The Registrar noted the AAVSB is working on a policy statement for regulators regarding innovation and technology. The Registrar is participating in this working group.

The Competition Bureau is showing interest in prescription medicine in veterinary medicine. CBC Marketplace is also showing interest on this topic. The Registrar noted that the CVMA will be key contributors to the Marketplace segment. She reminded Council that should they be contacted by media to refer them to Ms. Kim Huson, Director, Communications.

## **12. Notice of Motion**

A Notice of Motion is the way in which a Councillor can request Council take action on an issue, as per Robert's Rules.

No notice of motion was made by any Councillor.

## **13. 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.

## **14. 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.

## **15. Date of Next Meeting**

The next regular meeting of Council will be held on March 17, 2025.

**16. Adjourn**

**MOTION:** It was moved,

“That the meeting of Council be adjourned.”

CARRIED

The meeting adjourned at 11:27 am.

**The Annual Council meeting began at 1:04 pm and adjourned at 1:40 pm.**

Council resumed its regular meeting.

## **2025 Executive Committee Election**

**At this time the Election of the Executive Committee for 2024 – 2025 took place.**

Ms. Shilo Tooze, Deputy Registrar, chaired the Election of the Executive Committee, and Dr. Kim Lambert, Associate Registrar, Regulatory Programs, and Ms. Sarah Kirby, Director, Policy, acted as scrutineers.

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

“That the Council of the College of Veterinarians of Ontario appoint Ms. Shilo Tooze, Deputy Registrar, as Chair, and Dr. Kim Lambert, Associate Registrar, Regulatory Programs, and Ms. Sarah Kirby, Director, Policy, as scrutineers, for the 2024 – 2025 election of the Executive Committee.”

CARRIED

Ms. Shilo Tooze explained the election process and rules of election. The voting was held by paper ballot. She then opened the floor for nominations.

Dr. Jessica Retterath was nominated for the position of President. The chair called for nominations three times and, there being no further nominations, declared Dr. Jessica Retterath elected by acclamation to the office of President.

Dr. Louise Kelly, Dr. Lena Levison and Ms. Catherine Knipe were nominated for the position of 1<sup>st</sup> Vice President. The chair called for nominations three times and hearing none, nominations were closed. Dr. Louise Kelly, Dr. Lena Levison and Ms. Catherine Knipe provided brief comments on the reasons for running for a position on the Executive Committee. After the vote, the Chair reported that Dr. Lena Levison was removed from the ballot and that there would be a second vote between Dr. Louise Kelly and Ms. Catherine Knipe. After the second vote, Dr. Louise Kelly was elected to the office of 1<sup>st</sup> Vice President.

Dr. Lena Levison was nominated for the position of 2<sup>nd</sup> Vice President. The chair called for nominations three times and there being no further nominations, declared Dr. Lena Levison elected to the office of 2<sup>nd</sup> Vice President.

Dr. Wade Wright was declared elected as Past President.

Ms. Cathy Hecimovich was nominated for the position of Member at Large. The chair called for nominations three times and, there being no further nominations, declared Ms. Cathy Hecimovich elected by acclamation to the office of Member at Large.

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

“That the Council of the College of Veterinarians of Ontario appoint Dr. Jessica Retterath, President, Dr. Louise Kelly, 1<sup>st</sup> Vice President, Dr. Lena Levison, 2<sup>nd</sup> Vice President, Dr. Wade Wright, Past President, and Ms. Cathy Hecimovich, Member at Large, to the Executive Committee for 2024-2025.”

CARRIED



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

“That all ballots for the election be destroyed.”

CARRIED

At this time the meeting adjourned for the day.

Dr. Jessica Retterath called the meeting to order at 8:32 a.m. on December 5, 2024

A roll call was conducted.

### **Confirmation of 2025 Committee Slates**

The 2025 slate of nominees, assembled by the Executive Committee was called out by 1<sup>st</sup> Vice-President, Dr. Louise Kelly.

#### Executive Committee

Dr. Jessica Retterath, President  
Dr. Louise Kelly, 1<sup>st</sup> Vice President  
Dr. Lena Levison, 2<sup>nd</sup> Vice President  
Dr. Wade Wright, Past President  
Ms. Cathy Hecimovich, Member at Large

#### Registration Committee

Dr. Alana Parisi  
Dr. Kathleen Day Dunbar  
Dr. Michael Zigler  
Dr. Chiemi Ogawa  
Mr. Douglas Reynolds

#### Accreditation Committee

Ms. Cathy Hecimovich  
Dr. Clayton MacKay  
Dr. Wade Wright  
Dr. Yashvir Varma  
Dr. Meghan Waller

#### Complaints Committee

Ms. Rena Spevack /  
Mr. Douglas Reynolds  
Dr. Sami Qureshi  
Dr. Tyrrel de Langley  
Dr. Ehab Hanna  
Dr. Susan Warren  
Dr. Roselyn Allen  
Dr. Naomi Scromeda  
Dr. Lisa Schwarz  
Dr. Helen Waters  
Dr. Anne Watson

Discipline Committee

Dr. Paula Menzies  
Dr. Patricia Alderson  
Dr. Claire Beauchamp  
Dr. Kathleen Day Dunbar  
Dr. Louise Kelly  
Dr. Clayton MacKay  
Dr. Sean Marshall  
Dr. Sami Qureshi  
Dr. Wade Wright  
Dr. Yashvir Varma  
Dr. Michael Zigler  
Dr. Alana Parisi  
Dr. Lena Levison  
Ms. Catherine Knipe  
Ms. Cathy Hecimovich  
Mr. Douglas Reynolds  
Ms. Rena Spevack  
Dr. Danielle Anderson  
Dr. Scott Arnold  
Dr. Davinder Jassal  
Dr. Shannah Kavonic  
Dr. Kerry Lissemore  
Dr. Arif Memon  
Dr. Paula Menzies  
Dr. Atul Pakhawala  
Dr. Ravi Sankar  
Dr. Sarah Thompson  
Dr. Ines Walther  
Dr. Steve Watts  
Dr. Ellen Williamson

Pre-Hearing Chairs

Dr. Patricia Klymas  
Dr. Patricia Lechten  
Dr. Darren Stinson

Quality Assurance Committee

Dr. Patricia Alderson  
Dr. Claire Beauchamp  
Dr. Sean Marshall  
Dr. Kristen Reynolds  
Dr. Jessica Peatling

National Examining Board Representative

Dr. Suminder Sawhney

Registrar's Performance Review Panel

Dr. Jessica Retterath  
Dr. Louise Kelly  
Dr. Wade Wright  
Dr. Lena Levison  
Ms. Cathy Hecimovich

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

"That the Council of the College of Veterinarians of Ontario accept the 2025 Committee slates."

CARRIED

Dr. Wade Wright presented the new President, Dr. Jessica Retterath with a CVO President lapel pin.

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

"That the meeting of Council be adjourned."

CARRIED

The meeting adjourned at 8:39 am.



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Dr. Jessica Retterath  
President 2025



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Dr. Wade Wright  
President 2024



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Jan Robinson  
Registrar and CEO



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Alice Couto  
Recording Secretary