



MINUTES

Transition Council

**November 26, 2025, 2:30 – 4:00 pm and
November 27, 2025, 9:00 am – 4:00 pm**

Council Chamber
2-71 Hanlon Creek Blvd.
Guelph, ON

Presiding Officer: Ms. Catherine Knipe

Members present: Dr. Patricia Alderson
Ms. Kirsti Clarida, RVT
Dr. Kathleen Day Dunbar
Mr. John de Bruyn
Ms. Cathy Hecimovich
Ms. Lisa Langton, RVT
Dr. Lena Levison
Dr. Louise Kelly
Dr. Clayton MacKay
Dr. Sean Marshall
Mr. Phil Nichols, RVT
Dr. Alana Parisi
Dr. Jessica Retterath
Mr. Douglas Reynolds
Dr. Sami Qureshi
Dr. Yashvir Varma
Dr. Wade Wright
Dr. Michael Zigler

Regrets: Dr. Lena Levison (November 26)

Appointed Officer: Ms. Jan Robinson, Registrar and CEO

Staff attending: Ms. Kim Huson, Director, Communications & Engagement
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 called the meeting to order at 9:01 am and welcomed Councillors and guests to the meeting.

2. Roll Call

A roll call was conducted.

3. Approval of Agenda

Agenda item #12 – In Conversation with Ontario Veterinary College (OVC) is being rescheduled to the June 2026 Transition Council meeting.

MOTION: It was moved and seconded,

“That the agenda be adopted as amended.”

CARRIED

4. Conflict of Interest

No conflicts were declared.

5. Approval of Minutes

MOTION: It was moved and seconded,

“That the minutes of the meeting held on September 25-26, 2025, be accepted as circulated.”

CARRIED

6. Transition Council Evaluation

Council reviewed the evaluation from the September 25-26, 2025, Transition Council meeting.

7. Recapping Work to Date and Considering Next Steps

Ms. Catherine Knipe, Chair introduced this item. She provided an overview of the Transition Councils accomplishments this year. A survey to Transition Council members was initiated to ensure that Council remains on track related to shared principles and collaboration. The results of the survey were provided to Council. An updated 2026 workplan was reviewed with Council.

8. Council Renumeration

Ms. Shilo Tooze introduced this item. At its September 2025 meeting, Council asked that staff consider the impact of increasing the proposed per diem amounts. The review was focused on the general per diem rates and not on the President's amount. College staff gathered information from other regulators on their current per diem amounts and the current expense policy was provided to Council.

Ms. Tooze provided an overview of the impact of different per diem rates on the projected fees of \$1200 for veterinarians and \$300 for veterinary technicians as well as the projected reserve amounts for each year. Ms. Tooze provided a summary of per diem options, along with the proposed licensure fee for veterinarians and proposed licensure fee for veterinary technicians.

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

MOTION: It was moved and seconded,

“That the Transition Council direct that no change to the per diem amount be made at this time with a recommendation that this item be reviewed by the new Council of the College of Veterinary Professionals of Ontario.”

CARRIED

9. Review and Approval of By-Laws

9.1. Introduction

Ms. Tooze introduced this agenda item, noting that Transition Council is being asked to review the complete version of the By-Laws to determine if the completed By-Laws are ready for public consultation. If approved the consultation will be open for sixty days, starting in mid-January. Consultation feedback will be analyzed by Acer Consulting.

9.2. Article 1 – Definitions and Interpretation

Ms. Tooze introduced this agenda item noting that this is a new section of the By-Laws and provides necessary definitions and interpretations to support the understanding of the By-Laws. Council was provided with Article 1 - Definitions and Interpretation.

A discussion ensued and the Registrar answered questions posed by Council. The Transition Council supported Article 1 – Definitions and Interpretation as presented.

9.3. Article 2 – Council

Ms. Tooze introduced this agenda item and noted that at its last meeting in September 2025, Transition Council provided feedback related to election to Council. Ms. Tooze outlined the revisions including a residency requirement, Council profile and nomination procedure, selection procedure, term of office, election procedure, new clause to manage insufficient nominations and disqualification and removal of a Council member. The College of Physicians and Surgeons (CPSO) and Ontario College of Pharmacists (OCP) Board profiles were provided to Council for their reference.

Council provided their feedback, and a fulsome discussion ensued. The Registrar and Ms. Tooze answered questions posed by Council.

Transition Council supported By-Laws Article 2 – Council as presented. Staff was asked to provide further information regarding the nominating committees and elections at the March 2026 Transition Council meeting

9.4. Article 4 - Meetings

Ms. Tooze introduced this agenda item, noting that upon final review of the draft By-Laws, legal counsel recommended that this section be enhanced. Some of the modifications included notice of meetings, business at meetings, meetings to be public and special meetings.

A discussion ensued and Transition Council supported By-Laws Article 4 – Meetings of Council as presented.

9.5. Article 6 – Committees

Ms. Tooze introduced this agenda item and highlighted the changes that were made since the item was last reviewed by the Transition Council at its September 2025 meeting. Some of the changes included, council transition period, committees during first council year, council member as chair of committees and nominations committee.

A fulsome discussion ensued and Council provided feedback.

Transition Council supported By-Laws Article 6 – Committees as presented.

9.6. Article 11 – Member Information to be Provided to the College

Ms. Tooze introduced this agenda item noting that this section requires members to file information returns to provide information to the College with their annual licence renewal each year and includes the ability to ask for confirmation that professional liability insurance is held. This section supports the Public Register by allowing the College to collect the information needed to post on the register and to collect other information needed to administer the *Act*.

A discussion ensued and Transition Council supported Article 11 – Member Information to be Provided to the College as presented.

9.7. Article 12 - Register

Ms. Tooze introduced this agenda item. She noted that at its August and September meetings, the Transition Council reviewed the public register concepts and provided direction to staff on the requirements to be included in the public register section of the By-Laws. This information was included for review by Council. Discussion on the removal of postings, criminal charges without findings and any current information was also reviewed.

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

Transition Council supported By-Law Article 12 – Register as presented.

9.8. Article 13 – Professional Liability Insurance Coverage

Ms. Tooze introduced this agenda item noting that at its June Council meeting, Transition Council provided direction to include a requirement in the By-Laws for licenced members to hold professional liability insurance. At its August and September meetings, Council provided direction on the requirements it wished to see included in the By-Laws. These requirements were drafted into the By-Laws as Article 13 and were provided for Councils review.

A fulsome discussion ensued, and Ms. Tooze and the Registrar answered questions posed by Council.

Transition Council supported By-Law 13 – Professional Liability Insurance Coverage as presented.

9.9. Schedule 1 - Fees

Ms. Tooze introduced this agenda item and outlined the area for consideration of revisions to the existing fees, including, certificate of standing, professional corporation fees, accreditation fees, short-term licence fee and first-time licence fee. Ms. Tooze noted that the application fee also applies to deemed certification requests under the new “As of Right.” The proposed fee schedule with noted changes was provided to Council.

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

Transition Council supported Schedule 1 – Fees as presented.

9.10. Complete By-Laws

Ms. Tooze introduced this agenda item and provided Council with a completed version of the By-Laws which incorporated feedback provided by Council at previous meetings. Ms. Tooze noted that a final review by legal council led to the addition of some needed clauses to ensure that the transition period is smooth. A By-Law review by section was done to allow Council to make any final changes.

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

The Registrar noted that next steps would include staff making the suggested amendments as recommended by Council. The amended By-Laws will be reviewed by the Transition Council Chair and Vice-Chair. In mid-January the documents would be sent for public consultation for a 60-day period. ACER Consulting will be assisting the College and providing a report of the consultation findings by the end of April 2026. The consultation findings will be presented at the June 2026 Council meeting.

MOTION: It was moved and seconded,

“That the Transition Council direct that the By-Laws be approved for public consultation as amended.”

CARRIED

10. Consideration of Future Jurisprudence Requirements

Dr. Kim Lambert and Mr. Michael Aube, Principal, Licensure joined the table. Mr. Aube noted that in order to proceed with development of new jurisprudence requirements, direction was needed from Transition Council related to the general format and method of delivery. The jurisprudence requirements under the existing *Veterinarians Act* and *Veterinary Professionals Act* were provided to Council.

College staff conducted an environmental scan of other regulators and the various approaches in administration of a jurisprudence requirement. Four different approaches were provided and grouped as follows: Regulators with a formal jurisprudence exam, Regulators with no jurisprudence exam, Regulators with a jurisprudence learning module, with knowledge testing questions and Regulators with a jurisprudence learning module, without knowledge testing questions.

After considering the various approaches, it was suggested that Transition Council provide direction that staff move forward with the development of jurisprudence requirements in the format of an online learning module, with knowledge testing questions. This suggestion is in consideration that this approach will address the proposed regulation requirements to assess jurisprudence knowledge, is proportionate to the associated level of risk, and is anticipated to be more cost effective in comparison to the current approach.

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

MOTION: It was moved and seconded,

“That the Transition Council direct that the jurisprudence requirements be developed as a learning module with knowledge testing questions.”

CARRIED

11. Standards Development

11.1. Interprofessional Collaboration

Ms. Pieters introduced this agenda item. She noted that at its August 2025 meeting, Transition Council directed that an additional policy be developed related to interprofessional collaboration.

The VPA introduces and encourages interprofessional collaboration in a number of ways, including inclusion of other named professions in the authorized activity model, allowance for the development of regulatory exemptions for non-members and inclusion of interprofessional collaboration within the Objects of the College.

Ms. Pieters noted that a jurisdictional scan of Regulated Health Professionals Act (RHPA) Colleges was conducted to gather a sense of what other regulators have available for their members on the topic. A full list of College’s who have standards or policies on interprofessional collaboration was provided. Key themes from the documents and the analysis of key themes were also provided to Council.

Four concepts were reviewed for Council’s consideration, including: aim of interprofessional collaboration, when to collaborate, communication and record keeping.

Council provided their feedback and a discussion ensued. The Registrar answered questions posed by Council.

Transition Council provided support to the inclusion of the proposed concepts in a Professional Practice Standard related to interprofessional collaboration.

11.2. Medical Records

This agenda item was moved to the March 2026 Transition Council Meeting.

11.3. Humane Handling and Restraint

This agenda item was moved to the March 2026 Transition Council Meeting.

12. In Conversation with Ontario Veterinary College (OVC)

This agenda item is being deferred to the June 2026 Transition Council meeting.

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. Next Meeting

- March 16-17, 2026

15. Adjourn

MOTION: It was moved,

“That the meeting of Transition Council be adjourned.”

CARRIED

The meeting adjourned at 11:25 am.



Ms. Catherine Knipe
Chair



Jan Robinson
Registrar & CEO



Alice Couto
Recording Secretary