



---

# MINUTES

## Transition Council

**March 16, 2026, 1:00 – 4:00 pm and**

**March 17, 2026, 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  
Mr. Ted Arnott  
Ms. Kirsti Clarida, RVT  
Dr. Kathleen Day Dunbar  
Mr. John de Bruyn  
Ms. Cathy Hecimovich  
Dr. Lena Levison  
Dr. Louise Kelly  
Dr. Clayton MacKay  
Mr. Phil Nichols, RVT  
Dr. Jessica Retterath  
Dr. Sami Qureshi  
Dr. Yashvir Varma  
Dr. Wade Wright  
Dr. Michael Zigler

Regrets: Ms. Lisa Langton, RVT  
Dr. Sean Marshall  
Dr. Alana Parisi  
Mr. Douglas Reynolds

Appointed Officer: Ms. Jan Robinson, Registrar and CEO

Staff attending: Mr. Michael Aube, Principal, Licensure  
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



Transition Council

## 1. Call to Order

Ms. Catherine Knipe called the meeting to order at 2:01 pm and welcomed Councillors and guests to the meeting.

## 2. Roll Call

A roll call was conducted.

## 3. Approval of Agenda

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

“That the agenda be adopted as presented.”

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 November 26-27, 2025 be accepted as circulated.”

CARRIED

## 6. Chair’s Report

Ms. Catherine Knipe, Chair provided an update as follows:

The agenda for the Transition Council meetings have been amended to provide more structure. New sections include official documents, governance, implementation planning and an “In Conversation” session at each meeting. The council evaluation form has been modified with some new questions to allow Council to provide more specific feedback. This new evaluation form will be used at every other Council meeting.

With the proclamation date quickly approaching, the Transition Council Chair, the Legacy Council President and the Registrar have been in discussions regarding the hand off and sharing from the Legacy Council to the Transition Council.

The Chair noted that a Town Hall with by-law focus took place and was well received.

## 7. Registrar’s Report

Ms. Jan Robinson, Registrar and CEO provided an update as follows:

Finance: With additional salaries, IT work, consultant and legal fees, the College remains within the approved budget.

Database: The College is experiencing challenges with the current provider. The RFP process has commenced to source a new provider. This will be included in the 2027 budget.

Public Members: Mr. Ted Arnott was welcomed to the Transition Council as a new public member. Mr. Doug Reynolds term has ended, and he was re-appointed. Ms. Cathy Hecimovich's term is coming due in June 2026.

Minister's Office: The Registrar and College staff continue to meet with the Minister's office regarding regulation concepts.

## **8. Official Documents**

### **8.1. Update on the By-Laws Consultation**

Ms. Shilo Tooze, Deputy Registrar joined the table noting that the CVPO By-Laws are open for consultation from January 19-March 20, 2026. A Town Hall was held in February to answer any questions related to the by-laws. A summary of results to date was put together by Acer Consulting and provided to Council for feedback. The responses were generally positive except for Article 15 – Professional Corporations and the Fee Schedule. The final report from ACER Consulting will be presented at the June Council meeting. Transition Council expressed an interest in seeing detailed feedback from the consultation.

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

### **8.2. Standard – Interprofessional Collaboration**

Ms. Kali Pieters, Policy & Projects Coordinator joined the table. She noted that at its November 2025 meeting, Transition Council reviewed proposed concepts to be included in a Professional Practice Standard related to interprofessional collaboration and directed College staff to begin work on developing a standard based on these concepts. College staff compiled the background information and discussion that informed the development of the standard related to interprofessional collaboration and provided it to Council in the form of a Briefing Note, along with a copy of the draft *Professional Practice Standard: Interprofessional Collaboration* for its review and discussion.

A fulsome discussion ensued and Council provided its feedback. The Registrar and Ms. Pieters answered questions posed by Council. Council directed that the proposed draft be returned to staff for further review and consideration at the September Council meeting.

### **8.3. Standard – Medical Records**

Ms. Pieters introduced this agenda item. She provided Council with a number of concepts for inclusion in a revised standard related to medical records. The standard will be relevant to both types of members and include the transfer of existing regulation requirements to policy.

The Transition Council directed staff to continue developing a new Medical Records Standard using the proposed policy concepts as presented.

#### **8.4. Standard – Humane Animal Handling and Restraint**

Ms. Pieters introduced this agenda item. She noted that at its August 2025 meeting, Transition Council reviewed a list of potential policies for development. One of the policies identified as needing minor changes was the existing College Professional Practice Standard: Humane Animal Handling and Restraint. Since both types of members will be expected to meet expectations related to humane animal handling and restraint, some language within the existing Standard requires revision.

A discussion related to the proposed concept of humane animal handling and restraint took place.

The Transition Council directed that staff continue to develop a revised policy as presented.

#### **8.5. Standard – After-Hours Veterinary Care**

Ms. Pieters introduced this agenda item. She noted that at its August 2025 meeting, Transition Council requested that a full review and development of the *Policy Statement: After-Hours Veterinary Care* be done. In March 2023, Legacy Council approved the formation of the After-Hours Veterinary Taskforce and they provided recommendations that were presented to the Legacy Council in December 2024. Using the Taskforce Recommendations, proposed revisions to the existing College *Policy Statement: After Hours Veterinary Care* was provided, including the transformation from Policy Statement to Professional Practice Standard, clarifying the responsibility for providing After-Hours veterinary care, clarifying the role of Facility Director, clarifying the regulatory requirements and professional judgment and clarifying returning care to the referring veterinary member.

A discussion ensued and the Transition Council directed staff to continue developing a new After-Hours Veterinary Care standard using the proposed concepts as presented.

#### **8.6. Omnibus Approval of Standards and Policy**

Ms. Pieters introduced this agenda item. She noted that at the August 2025 Transition Council meeting a list to support College staff in further developing materials on each policy requiring minor changes to be included in an omnibus motion was confirmed.

Following the review of agenda item #8.4 *Professional Practice Standard: Humane Animal Handling and Restraint*, Transition Council was asked to consider applying the same approach to revisions to the full list of policies requiring minor changes.

A discussion ensued and Council provided its feedback. The Transition Council agreed with the suggested approach to revisions to the full list of policies requiring minor changes.

## **8.7. Policy Tracking Chart**

The Registrar introduced this item. Transition Council was provided with a policy tracking chart and a list of policies for its review and discussion.

## **9. Governance**

### **9.1. Transition Council Evaluation**

The Transition Council reviewed the evaluation from the November 26-27, 2025, Transition Council meeting. The Chair noted that a modified evaluation would be sent out after the meeting. She encouraged Councillors to be as specific as possible when completing it.

### **9.2. Building Governance Readiness – Part 1 – Presentation**

The Chair introduced this item, noting that a governance presentation will be on the agenda for each quarterly Transition Council meeting. The next governance topic will be Finance. The Registrar provided a presentation to Transition Council regarding building governance readiness and answered questions posed by Council.

### **9.3. Right Touch Regulation – Presentation**

The Registrar provided a presentation to Transition Council regarding right touch regulation.

### **9.4. Risk Factors Policy Discussion**

Ms. Tooze introduced this agenda item, noting that the College's existing risk program has not been discussed at the Transition Council and staff wanted to ensure that the Transition Council understood the program and support its move over to the College of Veterinary Professionals of Ontario. Ms. Tooze provided an overview of the College's internal Risk Analysis and Mitigation (RAM) Unit. She also provided an outline of the risk management process, including risk identification, analysis of risk, mitigation of the risk if needed, risk evaluation and monitoring, and reporting on risks.

College staff led Council through a risk exercise.

A discussion ensued and feedback was provided by Council. Transition Council supported the current risk management program continuing as part of the College of Veterinary Professionals of Ontario.

### **9.5. Nominations and Election Process for new Council**

Ms. Tooze introduced this agenda item. She noted that at its last meeting in November 2025, Transition Council was seeking to better understand how the nominations and election process would work. Ms. Tooze outlined the role of the Nominations Committee as

outlined in the by-laws, the proposed additional responsibilities and the proposed election process. Transition Council was provided with a detailed briefing note, references and appendices to remind Council of the evolution of thinking in this area.

A robust discussion took place, and feedback was provided. The Registrar and Ms. Tooze answered questions posed by Council. Transition Council affirmed its comfort with the proposed role of the Nominations Committee and the election process.

## **10. Implementation Planning**

### **10.1. Licensure Pathways**

Mr. Michael Aube, Principal, Licensure joined the table. Transition Council was provided with an overview of where College staff are at in establishing licensure pathways in the *Veterinary Professionals Act (VPA)*, licensure requirements that are currently proposed in the regulation under the VPA and the work that Transition Council will be involved in related to licensure pathways in 2026.

A fulsome discussion ensued. The Registrar and Mr. Aube answered questions posed by Council. Transition Council directed staff to review the regulatory concept to determine if a provisional licence should allow either a veterinarian or veterinary technician member as a supervisor while an applicant completes the requirements for a general licence. The disadvantages and advantages and risks involved should be considered and brought back to Council for further review.

### **10.2. Committee Transition**

The Registrar introduced this item. Transition Council was provided with a proposed Committee timeline that outlined the needs in the first phase of the work of the new College and a phase 2 that would begin under a newly elected Council. The timeline was provided to assist Council with understanding where the needs might be and to begin exploring what the first appointment process would look like.

The Registrar walked Council through the proposed timeline and led a discussion on the preferences for appointment in phase 1 so that processes may be developed.

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

### 10.3. Discipline Tribunal

Ms. Tooze introduced this agenda item. She noted that at its September 2025 meeting, the Transition Council directed staff to further explore the option of moving to an independent discipline tribunal external to the College. College staff explored the option of partnering with the Health Professions Discipline Tribunal (HPDT). Council was provided with an update on the considerations of this partnership and a report on the pilot project of the work thus far.

Key features of the HPDT model were provided by Ms. Tooze, including the model, efficiencies, appeals, costs, independence of the Tribunal and education.

A fulsome discussion ensued and Council provided its feedback. Ms. Tooze answered questions posed by Council.

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

“That the Transition Council direct the completion of a thorough legal review related to partnering with the Health Professional Discipline Tribunal.”

CARRIED

### 11. Strategic Communications

Ms. Kim Huson, Director Communication and Engagement provided a presentation on strategic communications.

### 12. In Conversation – Licensure Experience with Internationally Educated Veterinarians

Ms. Krithika Jeyaraman, Community Engagement Strategic and Mr. Michael Aube, Principal, Licensure joined the table.

The Registrar introduced this agenda item. In Conversation is a new series that brings diverse voices from the veterinary community into dialogue with the Transition Council. Mr. Aube outlined the regular licensure pathway to obtain licensure in Ontario. Ms. Jeyaraman introduced the four panelists. The panel was made up of four internationally educated veterinarians that discussed their experiences with both regular and limited licensure assessment pathways, highlighting what worked, the challenges they encountered and provided insights to inform the College’s efforts toward continuous improvement in licensure pathways.

Transition Council was given the opportunity to ask questions of the panel.

### 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**

- June 4, 2026 (Virtual)
- June 17, 2026 (In-Person)

**15. Adjourn**

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

“That the meeting of Transition Council be adjourned.”

CARRIED

The meeting adjourned at 1:32 pm.



---

Ms. Catherine Knipe  
Chair



---

Jan Robinson  
Registrar & CEO



---

Alice Couto  
Recording Secretary