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# MINUTES

## Transition Council

June 13, 2025

1:00 – 4:00 pm

Virtual Meeting

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Presiding Officer: Ms. Catherine Knipe

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

Regrets: Dr. Lena Levison  
Dr. Alana Parisi  
Dr. Wade Wright

Appointed Officer: Ms. 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. Shilo Tooze, Deputy Registrar  
Ms. Alice Couto, Executive Assistant

## 1. Call to Order

Ms. Catherine Knipe called the meeting to order at 1:01 pm and welcomed Councillors 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 May 14, 2025, be accepted as circulated.”

CARRIED

## 6. Transition Council Evaluation

Council reviewed the evaluation from the May 14, 2025 Council meeting.

## 7. Review of Proposed Approach to Practice Standards Transition

Ms. Kali Pieters, Policy and Project Coordinator joined the table. Ms. Pieters provided Council with a proposed approach for streamlining the policy development process under the *Veterinary Professionals Act, 2024 (VPA)*. The approach divides policy work into three main streams: changes to overall approach or direction, minor changes, and rescinding. The current process and a flowchart illustrating the proposed future approach was provided.

A discussion ensued and the Registrar answered questions posed by Council members. Council provided feedback and a general consensus on the proposed process for streamlining the policy development process was provided.

## 8. By-Laws

### 8.1. Introduction of By-Law Concepts

Ms. Shilo Tooze, Deputy Registrar introduced this agenda item and noted that at its March 18<sup>th</sup> Retreat, Council started the By-Law process by exploring many different concepts and provided staff with information on how best to approach some of the concepts. Concepts and proposed language will be considered by Transition Council and will culminate in final By-Law language that will be proposed for review at the September 2025 meeting.

### 8.2. Qualifications for Elections & Appointments

Ms. Tooze introduced this agenda item and provided Council with proposed areas of qualification for election and appointment inclusions in the by-laws. The areas proposed were based on legal advice and review of other regulators' by-laws and included: good character, remediation, impairment, conflict of interest considerations and conduct that nominees should not have.

A discussion ensued and the Registrar and Ms. Tooze answered questions posed by Council. Council provided its feedback and gave general consensus to the proposed areas of qualification for election and appointment inclusion in the by-laws.

Ms. Tooze suggested that legal revisit adding bankruptcy as a qualification and Council agreed that this should be included as a qualification for elections and appointments.

### 8.3. Nominations Committee

Ms. Tooze introduced this agenda item and outlined the purpose of a Nominations or Nominating Committee and the current process for reviewing potential Council election candidates. Ms. Tooze noted that a centralized process would allow for more transparency and a more formalized process to manage Council and Committee nominations. Organizations that have a Nominations Committee and their defined purpose was included.

A discussion ensued and Transition Council gave general consensus to include the concept of a non-statutory Nominations Committee in the By-Laws.

### 8.4. Professional Liability Insurance

Ms. Tooze introduced this agenda item noting that professional liability insurance offers coverage for errors, omissions, and neglected acts that are committed by a professional. *The Veterinary Professionals Act* provides the authority to make By-Laws to establish requirements for maintaining professional liability insurance. Ms. Tooze noted that currently there are not any requirements for veterinarians to hold professional liability insurance in the existing By-Laws. Ms. Tooze provided Council with data on liability

coverage, insurance coverage provided by OVMA and OAVT and examples of regulatory liability coverage requirements for other professions.

A discussion ensued and Transition Council gave general consensus to include a new requirement for licensed members to hold professional liability in the By-Laws. Discussion on the specific requirements that the liability insurance must meet will be brought to Transition Council's next meeting for further discussion.

### **8.5. Professional Corporations**

Ms. Tooze introduced this agenda item and outlined two areas where College staff recommended changes be made and reflected in the By-Laws related to professional corporations. The first area being Naming Requirements and the second being the Renewal Process. Details and reasoning for the changes in both areas was provided.

A discussion ensued and for the Naming Requirements, Council provided general consensus and support for the proposed naming requirements for a Professional Corporation, support for the requirement to have a veterinarian be required to change the name of their professional corporation if it no longer matches their legal name on the register due to a name change and support that allows existing professional corporations that do not meet new naming rules to continue under their existing names.

For the Renewal Process, Council provided general consensus and support to move to an annual process for Certificates of Authorization issued by the College.

### **8.6. Conflict of Interest**

Ms. Tooze introduced this agenda item noting that conflict of interest is an area of significant risk for the College and as such, it is important to ensure that it is clearly defined in the new set of By-Laws. Ms. Tooze provided Council with the proposed definition for conflict of interest and listed examples of what a conflict of interest would include.

A discussion ensued and Transition Council provided feedback and support for the proposed definition of Conflict of Interest.

Transition Council provided support for the implementation of a government policy that provides examples of conflict of interest for Council and Committee members.

Transition Council provided support for the implementation of a requirement that Council and Committee members must raise all conflicts of interest, including if they believe another Council or Committee member is conflicted.

## 8.7. Miscellaneous Sections

Ms. Tooze introduced this agenda item noting that there are a number of miscellaneous sections of the By-Laws that generally do not require a review of concepts prior to Transition Council's consideration. For these areas, legal council drafted the proposed language for Councils consideration. The miscellaneous areas included: vacancies, conflict of interest, remuneration and indemnification for Council and Committee Members, banking, finance and administration and The Registrar.

A discussion on each miscellaneous area ensued and Transition Council provided feedback. Transition Council provided general consensus for the proposed language for all the miscellaneous areas.

## 9. Discipline Tribunals – Exploring Different Models

Ms. Tooze introduced this agenda item noting that there have been new and emerging frameworks in the area of discipline tribunals. Mr. Douglas Jack completed research on different models of disciplinary tribunals available to the College. Ms. Tooze presented the findings of Mr. Jack's research, and the formal report of the research was provided to Council.

A fulsome discussion ensued, and Transition Council directed that staff provide comparators for the September Transition Council meeting to assist Council with their decision on moving forward with a change to the current discipline tribunals system.

## 10. Legal Advice – Regulatory Concepts (in-camera)

At this time Ms. Sarah Kirby, Ms. Kali Pieters and legal counsel, Julie Maciura, joined the table.

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

“That the Transition Council, the Registrar, Ms. Maciura, Ms. Kirby and Ms. Pieters move to go in-camera to discuss Regulatory Concepts.”

CARRIED

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

“That the Transition Council, the Registrar, Ms. Maciura, Ms. Kirby and Ms. Pieters move to go out of in-camera.”

CARRIED

## 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. Next Meeting

- August 11, 2025 - Virtual

## 13. Adjourn

**MOTION:** It was moved,

“That the meeting of Transition Council be adjourned.”

CARRIED

The meeting adjourned at 4:05 pm.



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Ms. Catherine Knipe  
Chair



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Jan Robinson  
Registrar & CEO



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Alice Couto  
Recording Secretary