



# College of Veterinarians of British Columbia

**COUNCIL MEETING**  
Video Conference  
Friday, September 17, 2021

## **Minutes of the Open Meeting**

**Council Members:** Dr. Josh Waddington (President), Mr. Chris Finding (Treasurer), Ms. Lori Charvat, Mr. Gian Sihota, Dr. Doris Leung and Dr. Jane Mancell

**Regrets:** Dr. Michele Martin (Vice President)

**Staff:** Dr. Megan Bergman (Registrar & CEO), Dr. Stacey Thomas (Deputy Registrar) and Ms. Rosalee Magcalas (Executive Assistant)

### **1. CALL TO ORDER**

The meeting was called to order by Dr. Waddington at 10:04 a.m.

*Council would like to respectfully acknowledge that we work and live on the traditional ancestral and unceded lands of the Coast Salish, Squamish, Sechelt, Musqueam and Tsleil-Waututh nations and we acknowledge all other first nations in British Columbia.*

### **2. ROUTINE PRELIMINARY BUSINESS**

#### **2.1. Approval of the Open Agenda**

**MOTION: THAT** the Open Agenda be approved, with the power to add.

**MOVED/SECONDED CARRIED**

Council Vice President suggested moving items 3.7, 3.8 and 3.9 from the Closed Agenda to the Open Agenda. Council discussed this and decided to leave item 3.8 on the Closed Agenda but move the other 2.

#### **2.2. Discussion of Consent Agenda**

Council requested that item 3.5 be removed from the Consent Agenda and placed on the Open Agenda.

**MOTION: THAT** the Open Consent Agenda be approved with items 3.2, 3.3, 3.6, 4.1, 4.2, 4.3, 4.4 and 4.5.

**MOVED/SECONDED CARRIED**

#### **2.3. Minutes of the July 23<sup>rd</sup>, 2021 Open Meeting**

210917 Open Minutes – APPROVED

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The Registrar discussed providing a more concise form of meeting minutes and provided a long and short form version of the July 23, 2021 minutes. Council does not have to approve one or the other today, but they are being opened for discussion. While Council agrees that it is sometimes helpful to read through the long minutes if they have missed a meeting, the shorter ones make more sense as they provide an overview of the discussions that have taken place.

After further discussion, Council concluded that it would be best to produce notes in their original long form and use the concise version for Minutes of the Meeting. The Notes would be retained by the office for a period of 3 weeks until the meeting minutes are approved and the approved Minutes would be retained and posted as required.

**MOTION: THAT** the Minutes of the July 23<sup>rd</sup>, 2021 Open Council meeting be approved as per the Agenda.

**MOVED/SECONDED**

**CARRIED**

**Direction:** For the office to publish the approved July 23<sup>rd</sup>, 2021 minutes to the website.

### **3. ITEMS REQUIRING COUNCIL ACTION/DECISION/DISCUSSION**

#### **3.1. Equity, Diversity & Inclusion Training Options**

The Registrar is moving Council forward as directed at the July Council meeting and has selected the Canadian Council for Equity and Diversity to provide EDI training, and also to provide additional tools through an employer partnership.

In addition to being able to provide training sessions for Council, Committees, staff, and inspectors, they offer an Employer Partner Program that would provide the CVBC with a discount on EDI training and as offer unlimited access to live and interactive webinars for anyone with a CVBC email address as well as a multitude of documents, reports, toolkits and templates for our use. The cost of CCDI providing sessions falls below that of the average at \$9,000 to \$10,000 with the Employer Partner Program having a yearly fee of \$3,000. This addition could always be revisited to see if we are utilizing it enough to make it worthwhile in the future.

The Council was also advised that CCDI suggested to Dr. Bergman that the CVBC strike up an EDI Committee going forward to discuss which topics and what direction an EDI plan for Council should take. Going with CCDI shows the registrants that the CVBC is on a path of growth and is working towards change

**Direction:** To finalize the contract with CCDI, set up training times for Council, Committees and Executive Staff in addition to a separate training time for staff and inspectors, via doodle polls.

#### **3.2. Volunteers for Working Groups**

Accepted and not discussed as per the Consent Agenda.

#### **3.3. Potential Dates for In-Person Meetings**

Accepted and not discussed as per the Consent Agenda.

#### **3.4. Registrar / Council Check-In Process**

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The Registrar is looking for clarification and direction to ensure that she is striking the right balance as to what is being sent out with and without Council's input. Eblast messaging is generally sent out under time constraints, and they are usually coming from the Office of the Registrar. Dr. Bergman, while not wanting to have to run everything by Council and thereby bogging them down, also wants to ensure that Council members are kept informed as to what is going out. The Registrar has provided Council with a proposed list of what requires Council or Council Executive approval for consideration.

Council agrees with the list of items requiring input but would like to ensure that human resource issues be brought to their attention before they escalate.

It is a request of Council to have a standing agenda item, an HR report, which could be included with the Registrar's report, speaking to staffing changes, to keep them apprised of how office staff is dealing with the day to day workload.

The Registrar would also like to investigate developing a Respect in the Workplace. These will be looked at more closely after the completion of the EDI training and Council Member Ms. Charvat suggested that Work Safe BC has a template that can be used so it does not have to be created from scratch.

**Direction:** To put the suggestions put forward into everyday use. Develop a Respect in the Workplace Policy after the completion of the EDI training.

### 3.5. Annual General Meeting Agenda

The Registrar presented a draft AGM agenda to Council for input. While it covered all areas to be spoken on, last year's agenda had multiple people speaking on the financial reports, and it was suggested one financial report would be sufficient. Council agreed that the representative from BDO should be the primary person to address the financials, with the Treasurer and Registrar supporting them.

The Committee chairs will also be invited to present their reports, but at the last AGM, only 1 Chair was in attendance and presented his report.

Council suggested and Dr. Bergman agreed that she should speak on the operational side of the CVBC with the possibility of bringing up the BCAOA and the College's discussions with them, provide an update on where the government is at regarding seats at the WCVM, as well as update on the Captive and be prepared to speak to COVID-19.

Questions may arise when speaking on budgeting and as a result, it was recommended that the President's Report be presented before the Financial Report, so that potential budgeted items will be spoken on first and then the finances will be presented after.

To keep the AGM 'fun and informative' suggestions were made to put up fun facts and did-you-knows throughout the meeting. Dr. Leung also suggested showing the interview that will be done by Dr. Martin of Dr. Bergman and possibly the IC chair, time permitting. A further suggestion to make the Council seem approachable, would be to have little bios and photos of each member to scroll on the screen while registrants are waiting for the meeting to start and throughout. Dr. Leung has agreed to assist the Registrar in putting these together.

### 3.6 RVT Bylaw Development (moved from the Closed Agenda)

The Registrar advised Council that she has set up a meeting next week with representatives from the BCVTA to introduce herself and hear what their expectations are with respect to RVT bylaw development.

Council was advised of her intentions to strike a working group which will include Registrants, RVTs, and other involved stakeholders. Both she and Dr. Thomas have been collecting legislation and lessons learned from other provinces to help provide a starting point. The Deputy Registrar mentioned that when the RVTs come under the CVBC's umbrella, they will be referred to as CVTs which was dictated by the Ministry as RVT is a title owned by the BCVTA and when the government drafted the *Veterinarians Act* they referred to them as Certified Technicians, which is a protected title for a type of engineer, so when our Bylaws are redrafted, they will be referred to as Certified Veterinary Technicians and the government will update the language, when the *Act* is next opened.

Council agreed that the conversation on the working group should start with the representatives who will be at the BCVTA meeting with Dr. Bergman next week for an initial conversation and then the College as well as the RVTs could send out an Eblast for volunteers to populate the working group.

**3.7. Euthanasia Guidelines (moved from the Closed Agenda)**

Dr. Martin raised the possibility of revising the CVBC's Euthanasia Guidelines at the Animal Welfare Committee meeting, but she did not go into detail surrounding the amendment request, but to refresh Council's memory, noted that it was around remote euthanasia where there is no veterinarian available. Dr. Martin gave them an example of a veterinarian writing a prescription with a human doctor administering the drug to a patient and they were mortified as it is not appropriate, and a human doctor should not be doing such a thing. The conversation came around to basically the only solution available is firearms and will reference the CVMA guidelines on acceptable methods of euthanasia.

**4. REPORTS RECEIVED FOR INFORMATION**

- 4.1. Report on New Registrants – Accepted and not discussed as per the Consent Agenda.
- 4.2. Change of Registration Class Report – Accepted and not discussed as per the Consent Agenda.
- 4.3. Name Approvals – Accepted and not discussed as per the Consent Agenda.
- 4.4. Report on Facilities, Closed, New & Reaccredited – Accepted and not discussed as per the Consent Agenda.
- 4.5. Task List – Accepted and not discussed as per the Consent Agenda.

**5. ADJOURNMENT**

**5.1. Next Meeting Date**

The next meeting is scheduled for Friday October 29<sup>th</sup>, 2021 at 10:00 a.m.

**MOTION: THAT** the Open meeting be closed at 11:14 a.m.

**MOVED/SECONDED**

**CARRIED**