



College of Veterinarians of British Columbia

COUNCIL MEETING

CVBC Boardroom
#107 – 828 Harbourside Drive
North Vancouver, BC V7P 3R9

Saturday, January 24, 2015
9:00 am

MINUTES

Council Members:	Dr. Nick Shaw, President	Dr. Pamela Barker, Vice- President	Dr. Barry McGillivray, Secretary-Treasurer
	Mr. David Dewhirst, Council Member	Dr. Maarten Hart, Council Member	Dr. Brendan Matthews, Council Member
	Mr. Jeremy Pierce, Council Member	Regrets: Ms. Linda Wong, Council Member	
CVBC Staff:	Mr. Larry Odegard, Registrar & CEO	Dr. John Brocklebank, Deputy Registrar	Ms. Louise Crowe, Manager of Office & Communications
	Ms. Gae Sellstedt, Executive Assistant		
Guests – VSABC	Dr. Lawrence Brown, President	Dr. Tatjana Mirkovic, Liaison to CVBC	
Guests – BCVTA	Ms. Lindsay Ramage, President	Ms. Kirsten Wilson, Liaison to CVBC	

1. CALL TO ORDER

The meeting was called to order at 9:10 am.

Welcome and Introductions

President Shaw welcomed new Council Member, Jeremy Pierce.

2. ROUTINE PRELIMINARY BUSINESS

2.1 Approval of the Agenda

The following was added to the agenda:

Item 3.1.7 – Facility name approval for Harbourview Animal Hospital

Item 4.2.4 – Reporting Infectious Diseases

Item 4.4 – December 31, 2014 Financial Statements

MOTION R150101: THAT the agenda be approved as amended with the power to add.

Moved/Seconded Carried

2.2 Approval of the Minutes of November 7, 2014.

2.2.1 **MOTION R150102: THAT** the Minutes of the November 7, 2014 meeting be approved as circulated.

Moved/Seconded Carried

2.2.2 **MOTION R150103: THAT** the Minutes of the November 17, 2014 e-vote be approved as circulated.

Moved/Seconded Carried

2.2.3 **MOTION R150104: THAT** the Minutes of the November 27, 2014 e-vote be approved as circulated.

Moved/Seconded Carried

2.2.4 **MOTION R150105: THAT** the Minutes of the January 2, 2015 e-vote for the facility name approval of Point Grey Veterinary Hospital be approved as circulated.

Moved/Seconded Carried

2.2.5 **MOTION R150106: THAT** the Minutes of the January 2, 2015 e-vote for the facility name approval of Yorkson Creek Veterinary Hospital be approved as circulated.

Moved/seconded Carried

2.3 Task List Review

The following items were completed:

- The President responded to Dr. Armstrong regarding her bylaw concerns
- The meeting with Blue Shore Financial took place on November 20, 2014. Blue Shore advised that the CVBC has a better mortgage interest rate than other like-rated organizations and, therefore, no adjustment can be made.
- The Manager reported that the name BC Veterinarians Medical Association (BCVMA) has not as yet been reserved, however, the task is in progress.

3. BUSINESS REQUIRING COUNCIL ACTION/DECISION

3.1 Facility Name Approvals

3.1.1 Beaver Point Veterinary Acupuncture Services

Discussion took place with respect to the use of the word “acupuncture” in the name. After some debate, Council passed the following motion:

MOTION R150107: THAT the name Beaver Point Veterinary Acupuncture Services be approved as a practice or practice facility name effective January 24, 2015 in accordance with s. 37 of the CVBC Bylaws.

Moved/Seconded Carried

3.1.2 - 3.1.6

Omnibus Motion

MOTION R150107: THAT the following names be approved as a practice or practice facility name effective January 24, 2015 in accordance with s. 37 of the CVBC Bylaws:

- Gentle Pet Clinic Ltd.
- Home Comfort Veterinary Housecalls
- Small Blessings Veterinary Services Ltd.
- The Cat Hospital of Kamloops
- Gladys Pet Hospital Ltd.

Moved/Seconded Carried

3.1.7 Harbourview Animal Hospital

Council discussed the possible conflict with Harbourside Veterinary Housecall Services, a veterinary practice also located in North Vancouver.

MOTION R150108: THAT the name Harbourview Animal Hospital be approved as a practice or practice facility name effective January 24, 2015 in accordance with s. 37 of the CVBC Bylaws.

Moved/Seconded Carried

3.2 AAVSB 2015 Annual Meeting – Topics for Discussion

The American Association of Veterinary State Boards is holding its annual meeting and conference September 17 to 19, 2015 and has asked for input into the agenda. Council members agreed to put forward the following topic for consideration:

- Certified Technologists' role in various jurisdictions and professional registration relationships

3.3 Registrant Dues – Requests for Waiver

Eight registrants requested waivers for late payment of 2015 dues. Council reviewed each request with the following results:

MOTION R150109: THAT the late fees for 2015 annual registrant dues be waived for Dr. Samardeep Bassi.

Moved/Seconded Defeated

MOTION R150110: THAT the late fees for 2015 annual registrant dues be waived for Dr. Allan Berrington pending receipt of confirmation of delivery.

Moved/Seconded Carried

Subsequent to the meeting, the Manager found the Canada Post envelope post marked December 1, 2014, therefore, the late fee will not be waived.

MOTION R150111: THAT the late fees for 2015 annual registrant dues be waived for Dr. Jay Bridges.

Moved/Seconded Defeated

MOTION R150112: THAT the late fees for 2015 annual registrant dues be waived for Dr. Cindy Duff.

Moved/Seconded Defeated

MOTION R150113: THAT the late fees for 2015 annual registrant dues be waived for Dr. Jagvinder Kaur Pannu.

Moved/Seconded Carried

MOTION R150114: THAT the late fees for 2015 annual registrant dues be waived for Dr. Sarah Begbie.

Moved/Seconded Defeated

MOTION R150115: THAT the late fees for 2015 annual registrant dues be waived for Dr. Rikke Danoe.

Moved/Seconded Defeated

MOTION R150116: THAT the late fees for 2015 annual registrant dues be waived for Dr. Sukhvinder Singh Dhillon

Moved/Seconded Defeated

Motions that were defeated will be considered by Council as direction to the Registrar to write to each affected Registrant advising him/her that payment in full must be provided on or before Monday, February 16, 2015 or the registrar is directed to suspend the affected registrant's registration.

It was noted that some of the requests for waiver were made without the late fee being paid. A Council member commented that in other organizations, requests for waivers are not heard without the late fee being paid.

3.4 Registrant Dues Unpaid – Suspension

MOTION R150116: THAT Dr. Lip Tet Ng, registrant licence #01292, be suspended for non-payment of annual dues and late fees if not received on or before Monday, February 16, 2015. The total outstanding is \$453.38.

Moved/Seconded Carried

3.5 Late self assessments

The Manager of Office and Communications advised there are two clinics that have not submitted self-assessments. The Practice Inspection Committee will review the files to determine if the facilities will undergo a practice inspection.

4. **REPORTS RECEIVED FOR INFORMATION**

4.1 President's Report

President Shaw reported that his main focus has been the review and final draft of the bylaws.

4.2 Operational Report

The Registrar gave an overview of his report included in the agenda package. Further information reported:

- February 7, 2015 is the deadline for voting regarding the election; as of January 24, 2015, approximately 298 ballots have been received, 10 of which are potentially spoiled ballots

- Linda Wong was appointed to Council for a 1-year term in October, 2014 and Barry McGillivray's term expires in November, 2015, therefore, it would be prudent for the CVBC to contact the Board Resourcing and Development Office for reappointments and/or requesting additional Public Council Member(s)
- The Animal Welfare Committee is completing the Euthanasia Guidelines and intend on presenting them at the March 7, 2015 Council meeting for approval.

4.2.1 Plans for April 11, 2015 Meeting (facilitation, governance, planning, orientation)

Council members reviewed the needs for such a meeting and suggested that Eli Mina return to provide governance training to the new Council. As of this writing, it has been determined that Eli Mina is not available in March.

4.2.2 Meeting Schedule

Council members reviewed the proposed 2015/16 meeting schedule and suggested:

- An additional day be added to the March 7 Council Meeting for training purposes (March 8)
- The April 11 meeting be moved to May 2 as two Council members are unavailable
- The June 6 meeting be moved to June 13

As of this writing, CVBC Management met and reviewed the proposed changes. It was suggested that the March 8 meeting will not be required and that the March 7 Council meeting can take place from 8:30 am to 10:30 am followed by a training and governance session. Eli Mina is not available in May; the Registrar is seeking an alternate to facilitate the governance session.

The 2015/16 meetings will not be set until the March 7, 2015 meeting when new council members will be in place.

4.2.3 Letters from Dr. Sarjit Grewal

The letters from Dr. Grewal were included in the Council package as information to Council.

4.3 Manager's Report

The Manager of Office and Communications reported the following:

- The new web site has been completed.

- There will be additional staff training in February.
- iMIS installation is complete.
- The Manager of Office and Communications, the Program Assistant and the Receptions received training on a new program 'Informz' that will allow iMIS to use data to send out e-mails that can be targeted to specific registrants. Monthly e-news and on-line voting can also be facilitated from Informz.
- An invitation was received to attend the BC Technologist trade show in April in Kamloops April 17-19.
- The CFMA and BC Chapter of the CVMA Fall Conference takes place November 6 – 8. The CVBC Council meeting is taking place on Friday, November 6 at the Renaissance Vancouver Harbourside Hotel and there is consideration being given to holding some continuing education on Friday afternoon.
- The CVBC has been invited to participate in UBC's Science Fair being held on March 12 and Sarah Armstrong will attend as the representative. Dr. Armstrong is a registrant and the Vice-President of the BC Chapter.
- The deadline for the Winter Issue of the Newsletter is February 9.
- The Vancouver Humane Society has written to the CVBC with its opinions on rodeos which will be forwarded to the Animal Welfare Committee.
- The CVBC property assessment has increased by more than \$1,000.

4.4 Financial Report

The Registrar and the Manager of Office and Communications commented on the financial statements for the months ending October, November and December, 2014.

The November 30, 2014 financial statements indicate higher computer costs than anticipated.

The following were contributing factors to the increased costs:

- the web site development cost was more than anticipated;
- SSL security certificates required renewal;
- Some hard drives were required to be increased for back-up purposes
- The last of the computer updates to new Windows software was completed

Legal costs are under budget, however, it is expected there will be significant invoices received for the registration hearing.

Jeremy Pierce inquired about the current property assessment and was advised it had gone up significantly since the property was purchased and is currently at \$1,112,000. Mr. Pierce also inquired as to how revenues are recorded. CVBC Accountant, Chris Ray, will develop a paper to be distributed to Council.

Mr. Ray spoke with VanCity on how best to invest the dues revenue that was received in November and December and was advised to deposit ¾ of the \$1.8 million in a 1 year cashable term deposit which will leave \$460,000 in the operating account. VanCity confirmed the interest rate will be 1.6% rather than the usual 1.3%.

4.5 IC Report

The IC Report was received for information.

The Registrar requested a report on possible conflict of interest wherein Advise A Vet Services reviewed medical records and then recommended that the Registrant take a medical record course with them.

4.6 PIC Report

The PIC Report was received for information.

4.7 Report on New Registrants

The Report on New Registrants was received for information.

4.8 Report on Change of Registration Class

The Report on Change of Registration Class was received for information.

4.9 Report on Registrant Name Changes

The Report on Registrant Name Changes was received for information.

4.10 CVBC Certification of Diplomate Status

The CVBC Certification of Diplomate Status was received for information.

11:45 am

5. GUEST PRESENTATION

5.1 President Shaw introduced Drs. Brown, Cruz and Mirkovic as members of the Veterinary Specialists Association of BC (VSABC).

Dr. Brown and Mirkovic attended the CVBC Council meeting to introduce their association to the CVBC. The VSABC objectives are:

- Raise awareness
- Provide continuing education
- Improve and promote the standard of veterinary care
- Establish a working relationship with the CVBC, the BC Society and the CVMA
- Foster social and professional relationships
- Develop mutually beneficial relationships with veterinary industry representatives

Council members suggested:

- The BEEP Seminar may be an ideal place to present their association to incoming veterinarians
- They may wish to provide a report for the next CVBC Newsletter

6. STRATEGIC PLANNING

6.1 Bylaw Recommendations

Lindsay Ramage, President and Kirsten Wilson, Liaison to the CVBC from the BC Veterinary Technicians Association attended this portion of the meeting.

The Registrar advised that the bylaw feedback received by the CVBC office included:

- 21 submissions from registrants
- 1,950 submissions regarding ear cropping
- 500 submissions regarding division 4.7 “Delegations and Supervision” in reference to certified technicians

MOTION: THAT the CVBC Council approves the draft bylaws as presented and directs the CVBC Registrar to proceed with advising CVBC registrants that the draft bylaws are posted on the CVBC website for registrant review and voting on acceptance or rejection. Registrant voting is to take place February 1 to February 27 inclusive.

Moved/Seconded

Council reviewed the “errata” document presented by Dr. Brocklebank and agreed to the following changes:

Part 1 Governance

26(2) Vacancies on Council. The last sentence to be amended to read:

“The members elected under this subsection *should* hold office through the next election.”

91(1) Prescribing fees and assessments

Include "Change in registration class fee" as referred to in Schedule "C" #14.

Part 2 – Registration/Bylaws

113(3) General Rules

Modify this section so that all new applications AND all applications in progress have 6 months to complete their applications. Previously, applicants had up to 24 months to complete applications.

115(2)(c) Criteria for private practice registration

The last sentence should be modified to read from "...write in English" to "write in English through the use of objective guidelines"

118(4) Temporary registration for an external licensed veterinarian – reinstate this section:

"the registration committee may:

- (a) Set the maximum temporary registration period for an external licensed veterinarian, and
- (b) impose a limit or condition on the practice of the temporary active registrant as the registration committee determines is necessary in the circumstances."

Part 3 Accreditation and Naming

164 Definitions

Reinstate the definition of locum

"Locum means a registrant who provides veterinary services on a contract basis to another registrant, from or within an accredited practice facility."

168 Designated registrant's duties ie. Include a requirement for malpractice and liability insurance per the reference in the Act under s. 17 (h)

Council members agreed to omit this suggested change from the original motion and discuss separately.

177(2)(f) Philanthropic accreditation

The word "duraction" is a typographical error and should read "duration".

187(5) Review of practice facility accreditation committee decisions

Council discussed whether or not to leave 187(5) as written in order to have the ability to revoke a decision and provide a different outcome after the decision had already been reviewed by the

Accreditation Committee and reaffirmed. Council agreed section 187(5) should remain in the bylaws as written.

Part 4 Ethics & Standards

215(3)(c) After hours care

Council members discussed whether there should be a provision for transferring care back to the owner. After discussion, it was agreed to add 215(3)(d):

“In the case where after hours monitoring is not provided, the client shall be so informed and given the opportunity to transfer the pet to another facility or take the pet home for home care as appropriate.”

246(1) Retention of medical records

It was agreed that the section should be amended to read:

“The designated registrant of a facility must retain an **original** medical record for a period of at least 7 years after the last service provided to the patient, unless the original record has been transferred to another facility on closure of the original facility.

255(1) Mandatory continuing education

Council discussed the suggestion to add to 255(1) ‘...each two-year cycle and which is relevant to their scope of practice’ and agreed that it is unnecessary; no changes required.

Part 5 Complaints, Resolution and Discipline

305(1) Consequences of failing to pay a fine or costs – this section refers to the Investigation Committee, however section 304(2) references to the Discipline Committee. Council agreed that “Investigation Committee” should be replaced with “Discipline Committee”. David Martin is to verify the proposed change.

The original motion moved and seconded by Barry McGillivray and David Dewhirst was amended:

MOTION: THAT Council approves the changes in Parts 1 through Part 5 of the draft bylaws as amended and directs the CVBC Registrar to proceed with advising CVBC registrants that the draft bylaws are posted on the CVBC website for registrant review and voting on acceptance or rejection. Registrant voting is to take place February 1 to February 27 inclusive. Section 168 Designated registrant’s duties was removed and dealt with separately from the other changes.”

Carried

Section 168 Designated Registrant’s duties:

Council discussed whether to include an additional requirement for malpractice and liability insurance per the Act, 2. 17(h).

MOTION THAT: Section 168 'Designated Registrant's Duties' include the requirement for malpractice and liability insurance per the Act, s. 17(h).

Moved/Seconded Defeated

Bylaw Development Ballot

The Registrar reviewed voting document.

Council members questioned whether there should be a 'comment' section on the voting ballot and agreed that it should be separate if the CVBC office deems it necessary.

The regular meeting of the CVBC Council adjourned at 3:15 pm.

6. IN-CAMERA MEETING

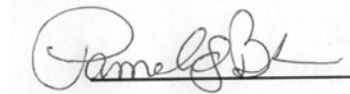
CVBC staff members, Larry Odegard, John Brocklebank, Louise Crowe and Gae Sellstedt were asked to attend the in-camera portion of the meeting.

7. ADJOURNMENT

The in-camera portion of the CVBC council meeting adjourned at 3:45 pm.



Dr. Nick Shaw, President



Dr. Pam Barker, Vice-President