College of Pharmacists of Manitoba
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MINUTES

Meeting of Council
Thursday, February 26, 2026
9:00 a.m. to 4:00 p.m.

COUNCILORS
Kathy Hunter, Chair
David Mullins, Vice Chair
Don Himbeault, Public Representative
Donna Forbes, Public Representative
Brendon Mitchell, Pharmacist
Alanna Doell, Pharmacist
Teryl Moore, Pharmacist
Chantal MacDonald, Pharmacy Technician

COLLEGE STAFF
Kevin Hamilton, Registrar & Chief Executive Officer
Rani Chatterjee-Mehta, Deputy Registrar
Lori McKietiuk, Director of Operations
Lindsay Henderson, Executive Assistant
Kim McIntosh, Assistant Registrar, Qualifications & Practice Development
Chris Louizos, Assistant Registrar, Quality Assurance & Field Operations
Brent Booker, Assistant Registrar, Review & Resolution
Kevin Chaboyer, Quality Assurance & Field Officer
Arleigh Andrushak, Quality Assurance & Field Officer
Marianna Pozdirca, Practice Consultant
Jessica Eblie, Communications Specialist
Neely Hammerberg, Communications Coordinator
Maria Arquiza, Data Coordinator

REGRETS
Amanda Jenkyns, Public Representative
Elizabeth Reimer, Public Representative
Todd Derendorf, Pharmacist
Hope Anderson, Dean, College of Pharmacy, University of Manitoba

GUESTS
Nancy Winslade, Winslade Consulting (*joined at 9:21 am*)
Leanne Matthes, Consultant *(joined at 12:40 pm)*
Individual to Present Update on Exemption to Sterile Compounding Deadline & Request (*joined at 3:17 pm*)

1.0. Call to Order

1.1.a. Welcome & Introductions

Chair K. Hunter convened the meeting at 9:08 a.m. and welcomed attendees.

b. Acknowledging First Peoples and Traditional Territory

K. Hunter acknowledged that we gather on Treaty 1 territory, the home and traditional lands of the Anishinaabe, Ininewak, Anishininewak, Dakota Oyate, and Denesuline Nations, as well as in the National Homeland of the Red River Métis, and pledged a commitment to cultural humility within our regulatory practices.

c. Quorum Achieved

K. Hunter confirmed that quorum is achieved.

d. College Mandate, Statement of Purpose, and Guiding Principles

Council acknowledged the College Mandate, Statement of Purpose, and Guiding Principles, and its responsibility to make decisions in the public interest.

e. Declaration of Conflict-of-Interest

Council members were invited to declare any conflict-of-interest. The following conflicts-of-interest were declared:

6.1.a. Update on Exemption to Sterile Compounding Deadline & Request – B. Mitchell

1.2. Chair's Address

K. Hunter provided opening remarks, reminding Council to participate in the meeting evaluations which provide important feedback to Executive Committee and the Chair and encourage continuous improvement in Council functioning.

1.3. Regulatory Trends & Readings

Council was provided information on the importance of effective communication, particularly dialogue, to strengthen board decision-making.

N. Winslade joined the meeting at 9:21 am.
Council moved to Agenda Item 4.2.c.i.

4.2.c.i. CPhM Continuing Competency Project – Presentation from Dr. Nancy Winslade, Winslade Consulting

Council participated in a session, both in small groups and as full Council, on ongoing work to revise CPhM's Continuing Competency Program (CCP), facilitated by Dr. Nancy Winslade, Winslade Consulting. Council was provided an update on the work of the Quality Assurance Committee and information on continuous quality improvement, maintenance of competency, knowledge assessments and patient-reported experience measures. A detailed work schedule outlining key dates in the CCP roll-out was provided.

Consensus of Council is to approve the Continuing Competency Program Pilot Project outline as presented, focusing on knowledge assessment. Council will be provided with a follow-up survey and additional, virtual meetings of Council may be scheduled to address questions.

N. Winslade left the meeting at 11:40 am.

2.0. Consent Agenda Items

The following items are accepted by consensus of Council:

2.1. Approve Agenda
2.2. Approve Meeting Minutes & Motions
  a. December 5, 2025
  b. Ratify Email Motions
2.3. Operations Report
2.4. Committee Reports
  a. Executive Committee
  b. Finance Committee
  c. Quality Assurance Committee
  d. Professional Practice Committee
  g. Complaints Committee
  h. Discipline Committee
  i. Extended Practice Advisory Committee
  j. Medication Prescribing Practices Program Safety & Innovation Committee
2.6. For Information
  a. External Working Groups Report
  b. Request for a Pharmacist to Manage More than One Pharmacy
  c. Application of Joint Practice Direction: Electronic Transmission of Prescriptions on PCHs
  d. Communications Report Q4 2025
  e. CCAPP Newsletter Jan 2026

3.0. Items for Discussion

The following items from the consent portion of the agenda were identified for discussion:

2.4.b. Finance Committee Report
2.4.c. Complaints Committee Report

3.1. Finance Committee Report

Council reviewed the recommendation from the Finance Committee that no changes be made to the existing approach to renewal fees to maintain an Extended Practice Pharmacist (EPPh) designation.

Consensus of Council is to offset the administrative and operational expenses related to the regulatory oversight specific to the EPPh designation, that a designation – specific fee continue to be applied in addition to the annual renewal fee.

3.2. Complaints Committee Report

Council reviewed the recommendation from the Complaints Committee to consider tasking a standing committee of Council to review options to address the identified disproportionate

representation of International Pharmacy Graduates (IPGs) in complaint matters.

Consensus of Council is to table this decision to the next meeting in April 2026.

M. Pozdirca left the meeting at 12:40 pm.
L. Matthes joined the meeting at 12:40 pm.
Council moved to Agenda Item 4.2.c.ii.

4.2.c.ii. RHPA Regulatory Reform – Presentation from Leanne Matthes, Consultant

Council received a presentation from Leanne Matthes, Consultant engaged by CPhM to lead the work required to transition the regulation of pharmacy professionals and pharmacies under the Regulated Health Professions Act (RHPA), which provided a general overview of

- The RHPA
- The Ad Hoc Committee role and responsibilities to achieve regulation under the RHPA
- Council role and responsibilities to achieve regulation under the RHPA

L. Matthes left the meeting at 1:22 pm.

4.0. Standing Items

4.1. Results of Council Evaluations from Dec 5, 2025

Council member evaluations from the meeting on December 5, 2025, were circulated in advance and reviewed by Council, following detailed and in-depth review of the results by Executive Committee at its last meeting.

4.2. Registrar & Chief Executive Officer's Report

a. Action Items Arising from Last Meeting

A summary of action items arising from the minutes of the meeting on December 4, 2025, was circulated in advance of the meeting for information.

b. National Association of Pharmacy Regulatory Authorities (NAPRA)

An update following NAPRA's last Board meeting on January 27, 2026, was circulated in advance of the meeting for information. A verbal update was provided on continued development and implementation of a National Practice Registry.

c. 2025-2027 Strategic Plan Update

The 2025-2027 Strategic Plan Council reporting dashboard was circulated in advance of the meeting for information and a verbal update was provided on work that supports the strategic initiatives, including:

- Continued development of the Continuing Competency Program
- Work of the Professional Practice Committee to standardize processes related to Standards of Practice
- Administrative support to Review & Resolution to allow for an expanded strategic role in the department
- Continued work on the RHPA transition project
- Plans to establish an ad hoc committee to address workplace wellness

- Continued work on the Digital Strategy Roadmap and optimization of resources following the move to the Centre for Professional Regulatory Collaboration

d. Risk Register

An updated Risk Register summary was circulated in advance of the meeting for information and a verbal update was provided on risks related to the use of Artificial Intelligence (AI). Continuous review and establishment of risk tolerances by Council will help guide staff in escalation of issues.

Council was asked to reflect on the most significant risk they see in their primary occupation (whether professional or not) and consider whether it merits attention by CPhM. Consensus of Council is to table this discussion to the next meeting in April 2026.

c.iii. Pharmacy Manager Training Program

Information regarding implementation of the Mandatory Pharmacy Manager Training Program (MPMTP) and compliance following the one-year deadline for current pharmacy managers to complete, by February 1, 2026, was circulated in advance of the meeting. A draft *Mandatory Pharmacy Manager Training Program – Failure to Complete by Time ordered Fee* policy as a means to address and manage non-compliance in a consistent and transparent manner was included for consideration.

Consensus of Council is to approve the *Mandatory Pharmacy Manager Training Program – Failure to Complete by Time ordered Fee* policy with amendments to the remove the note and add an email address where questions can be directed.

e. Government Update

Information on government related issues and initiatives was circulated in advance of the meeting and a verbal update was provided on the most recent meeting with the Deputy Minister of Health on January 20, 2026, focused on regulatory amendments, International Prescription Services pharmacies and inducement ban.

4.3. Council Monitoring

a. Council Monitoring Project

An update on Executive Committee's work to develop a draft Council Monitoring Framework was circulated in advance of the meeting for information. Executive Committee will continue development, addressing Council competencies and evaluating Council performance as next steps. A draft framework will be presented to Council for consideration at a future meeting.

5.0. Business Arising/New Business

5.1. Policy Review & Development

This item is tabled.

5.2. Committee Appointments

a. Extended Practice Advisory Committee

MOTION 1/26 (D. Mullins/B. Mitchell)
That Dr. Marina Reinecke be appointed to the Extended Practice Advisory Committee for a two-year term, until June 2027.

CARRIED

M. Pozdirca joined the meeting at 2:25 pm.

5.3. Consultation Responses on Revisions to the Joint Practice Direction: Electronic Transmission of Prescriptions

A summary of consultation responses on revisions to the *Joint Practice Direction: Electronic Transmission of Prescriptions,* following Council approval of the document for public consultation, was circulated in advance of the meeting.

Consensus of Council is to approve revised *Joint Practice Direction: Electronic Transmission of Prescriptions* and *Appendix A*. Council recommends that clarification regarding clinical and therapeutic indications be included in communications and/or a FAQ document.

5.4. Regulatory Amendments to Allow Pharmacy Students to Administer Drugs and Vaccines and to Allow Pharmacist Prescribing of Contraception

Draft proposed amendments to the Pharmaceutical Regulation to allow pharmacy student administration of drugs and vaccines (outside of their formal education rotations or Shared Health/regional health authority employment) and pharmacist prescribing of contraception were circulated in advance of the meeting for consideration. Information regarding development of the draft amendments, with the Department of Health, Seniors and Long-Term Care, Legislative Unit and Non-Insured Benefits Branch, and impact was included.

Consensus of Council is to approve the proposed amendments to the Pharmaceutical Regulation for a 30-day consultation with registrants, the public, and other system partners. Staff will seek Council's approval prior to consultation if there are any significant changes to the final wording received by the Legislative Unit.

5.5. Training Program for Pharmacist Prescribing of Hormonal Contraception

A draft training program, *Hormonal Contraception Independent Study Program for Manitoba Pharmacists,* for pharmacists who want authorization to prescribe a contraceptive drug, as outlined in the proposed regulatory amendments, was circulated in advance of the meeting for consideration.

Consensus of Council is the *Hormonal Contraception Independent Study Program for Manitoba Pharmacists* be approved in principle as the required training program for pharmacists who want to prescribe a contraceptive drug for conception control, and that the program be offered free of charge to Manitoba pharmacy professionals. The program should reference the need to notify the family prescriber and the need for follow-up and ongoing care.

B. Mitchell, K. McIntosh, B. Booker, K. Chaboyer, M. Pozdirca, J. Eblie, M. Arquiza and N. Hammerberg left the meeting at 3:05 pm.

5.6. Schedule of Council Meetings

Council considered the current format of meetings and the option for short, standalone meetings to address key strategic areas, including the Continuing Competency Program, Risk Register, Digital Strategy Roadmap and Regulatory Reform Project.

Consensus of Council is to pursue additional meetings to address Strategic Plan related tactics and change the date of the regular meeting of Council on December 9, 2026, to December 7, 2026.

6.0. In-Camera/Closed Session of Council

6.1. Motion to Adopt Agenda for Closed Session

MOTION 2/26 (D. Forbes/A. Doell)
To move to closed session with the following agenda:
a. Update on Exemption to Sterile Compounding Deadline & Request

CARRIED

6.2. Motion to Rise from General Meeting and Move to Closed Session of Council

MOTION 3/26 (D. Himbeault/D. Mullins)
To move to a closed session at 3:16 pm.

CARRIED

Council determined the following individuals shall participate in the closed session agenda item:

6.1.a – K. Hamilton, R. Chatterjee-Mehta, L. Henderson, C. Louizos, A. Andrushak

L. McKietiuk left the meeting at 3:17 pm.
Guest joined the meeting at 3:17 pm.
Guest left the meeting at 3:24 pm.
C. Louizos and A. Andrushak left the meeting at 3:27 pm.

6.3. Motion to Rise from Closed Session and Move to General Meeting of Council

MOTION 4/26 (D. Himbeault/D. Mullins)
To reconvene in a general session at 3:27 pm.

CARRIED

6.4. Report Decisions from Closed Session

6.1.a. Update on Exemption to Sterile Compounding Deadline & Request

Consensus of Council is to:
- Request an updated plan for genus testing implementation for the next Council meeting on April 30, 2026.
- That biannual updates on the implementation of the IV workflow software and infrastructure compliance are required.

7.0. Meeting Adjournment

7.1. Council Member Evaluation

Council members were asked to complete an on-line evaluation following the meeting. The link to the on-line survey has been circulated to Council by email and printed copies were provided to those attending in-person.

The next regular meeting of Council is scheduled for:

DATE: Thursday, April 30, 2026
TIME: 9:00 am. to 4:00 pm.

7.2. Adjourn

MOTION 5/26 (D. Forbes)
To adjourn the meeting at 3:28 pm.

CARRIED