



MINUTES

Meeting of Council
Friday, December 5, 2025
9:00 a.m. to 4:00 p.m.

COUNCILORS

Kathy Hunter, Chair
David Mullins, Vice Chair
Amanda Jenkyns, Public Representative
Don Himbeault, Public Representative
Donna Forbes, Public Representative
Elizabeth Reimer, Public Representative
Brendon Mitchell, Pharmacist
Todd Derendorf, Pharmacist (*joined at 9:58 am*)
Alanna Doell, Pharmacist
Teryl Moore, Pharmacist
Chantal MacDonald, Pharmacy Technician

COLLEGE STAFF

Kevin Hamilton, Registrar & Chief Executive Officer
Rani Chatterjee-Mehta, Deputy Registrar
Lori McKietruk, 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

REGRETS

Hope Anderson, Dean, College of Pharmacy, University of Manitoba

GUESTS

Nancy Winslade, Winslade Consulting (*joined at 9:30 am*)
Individual to Present Update on Exemption to Sterile Compounding Deadline & Request (*joined at 11:53 am*)

1.0. Call to Order

1.1.a. Welcome & Introductions

Chair K. Hunter convened the meeting at 9:06 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, Anishinewak, 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:

2.6.e. Exemption Request for Secondary Hospital Component to Include an Urban Hospital Pharmacy Site – B. Mitchell

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

1.2. Chair's Address

K. Hunter provided opening remarks, thanking Council members for their responses on the evaluations from the Council meeting on October 3, 2025, and encouraging Council members to continue to participate in meeting evaluations. K. Hunter reminded Council members of the presentation on the CPhM Continuing Competency Program Project and highlighted its importance within the current strategic plan.

1.3. Regulatory Trends & Readings

This item is tabled

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. October 3, 2025

2.3. Operations Report

2.4. Committee Reports

a. Executive Committee

b. Finance Committee

c. Quality Assurance Committee

e. Appointments Committee

- f. Board of Examiners
- 2.5. Correspondence
 - a. Letter from Minister of Health, Seniors and Long-Term Care, October 2, 2025
- 2.6. For Information
 - a. Consultation Requirements for Revised Joint Practice Direction: Electronic Transmission of Prescriptions
 - b. CPhM Fee Schedule – Terminology Update
 - c. Communications Report Q3 2025
 - d. Governance Manual
 - e. Exemption Request for Secondary Hospital Component to Include an Urban Hospital Pharmacy Sites
 - f. Requests for a Pharmacist to Manage More than One Pharmacy

3.0. Items for Discussion

No items from the consent portion of the agenda were identified for discussion.

4.0. Standing Items

4.1. Results of Council Evaluations from Oct 3, 2025

Council member evaluations from the meeting on October 3, 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 October 3, 2025, was circulated in advance of the meeting for information. A verbal update was provided on the consultation on the Joint Practice Direction: Electronic Transmission of Prescriptions and related meeting with signatories.

b. National Association of Pharmacy Regulatory Authorities (NAPRA)

An update following NAPRA's last Board meeting on November 5, 2025, was circulated in advance of the meeting for information. A verbal update was provided on continued development of a National Practice Registry and development and review processes for regulatory and practice documents.

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 efforts to strengthen the CPhM's current Complaints and Discipline processes.

N. Winslade joined the meeting at 9:30 am.

- 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 Continuing Competency Program (CCP) best practices, facilitated by Dr. Nancy Winslade, Winslade Consulting. Council was provided information and resources to facilitate preparation for CCP related decision-making, scheduled for May 2026 and February 2027.

T. Derendorf joined the meeting at 9:58 am.

N. Winslade left the meeting at 10:40 am.

Council moved to agenda item 6.0. Closed Session of Council

6.0. In-Camera/Closed Session of Council

6.1. Motion to Adopt Agenda for Closed Session

MOTION 23/25 (C. MacDonald/D. Mullins)

To move to closed session with the following agenda:

- a. Update on Exemption to Sterile Compounding Deadline & Request
- b. Requests for a Reduction/Elimination in Late Fee for License Renewal

CARRIED

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

MOTION 24/25 (D. Himbeault/C. MacDonald)

To move to a closed session at 11:53 am.

CARRIED

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

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

6.1.b. – K. Hamilton, R. Chatterjee-Mehta, L. McKietruk, L. Henderson

B. Mitchell, K. McIntosh, B. Booker, M. Pozdirca and J. Eblie left the meeting at 11:53 am.

Guest joined the meeting at 11:53 am.

Guest left the meeting at 12:14 pm.

C. Louizos, K. Chaboyer, A. Andrushak left the meeting at 12:26 pm.

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

Consensus of Council is to reconvene in the general meeting of Council.

B. Mitchell, C. Louizos, K. Chaboyer, A. Andrushak, K. McIntosh, M. Pozdirca and J. Eblie joined the meeting at 12:35 pm.

D. Himbeault left the meeting at 12:35 pm.

6.4. Report Decisions from Closed Session

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

Consensus of Council is to:

- Approve the request for an exemption to the NAPRA Model Standards for Pharmacy Compounding of Hazardous and Non-Hazardous Sterile Preparations (Compounding Standards) regarding the use of dedicated, low shedding apparel or clean room scrubs for the sites listed in the proposal, until January 6, 2026.
- Require that representatives of the organization requesting the exemption attend the Council meeting on February 26, 2026, to provide an updated plan for genus testing implementation to comply with the Compounding Standards.
- Approve the request for an exemption to the Compounding Standards regarding the labelling of compounded sterile preparations for select pharmacies involved in preparation of specific compounds, until January 1, 2028, unless implementation of the expanded IV workflow software is available sooner. A process must be developed, in cooperation with CPhM Field Operations, and Council be provided an update once this process is established.

6.1.b. Requests for a Reduction/Elimination in Late Fee for License Renewal

Consensus of Council is to deny the requests.

Council returned to agenda item 4.2.i. CPhM Continuing Competency Program

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

Council debriefed on the session facilitated by Dr. Nancy Winslade.

d. Risk Register

An updated Risk Register summary was circulated in advance of the meeting for information and a verbal update was provided on operational risks.

B. Booker joined the meeting at 1:16 pm.

e. Government Update

Information on government related issues and initiatives was circulated in advance of the meeting and a verbal update was provided on meetings with the new Deputy Minister of Health, Silvester Komlodi, focused on the regulation of pharmacy technicians, RHPA transition and new pharmacy license categories.

4.3. Council Oversight and Monitoring Committees Presentation

a. Council Monitoring Project

Following the presentation to Council on October 3, 2025, Cathi Mietkiewicz, Mietkiewicz Law, was engaged to draft a framework for Council Monitoring that Council may adopt as part of its governance processes. An update on C. Mietkiewicz's work with Executive Committee on development of the draft framework was circulated in advance of the meeting for information.

b. Council Monitoring Pilot: Professional Practice Committee

As part of the Council Monitoring Project, each Council standing committee will receive orientation and training regarding Council's roles and responsibilities in oversight. An update

on C. Mietkiewicz's orientation and work with the Professional Practice Committee, as a pilot to this project, was circulated in advance of the meeting for information. Council was provided the opportunity to provide feedback on the orientation and training framework.

5.0. Business Arising/New Business

5.1. Policy Review & Development

- a. AP:09 Streamlined Registration and Licensure for Pharmacist Applicants from Eligible International Jurisdictions

A draft policy AP:09 Streamlined Registration and Licensure for Pharmacist Applicants from Eligible International Jurisdictions, as reviewed and recommended for approval by the Board of Examiners and Executive Committee, and supporting information, including relevant legislation and trends in streamlined licensing pathways by other regulators, was circulated in advance of the meeting for consideration.

Consensus of Council is to approve AP09: Streamlined Registration and Licensure for Pharmacist Applicants from Eligible International Jurisdictions, as circulated.

- b. GP:07 Registrar/CEO Performance Evaluation

A revised policy GP 07: Registrar/CEO Performance Evaluation, as recommended by Executive Committee to better reflect the sequence of events during the annual Registrar/CEO performance evaluation, was circulated in advance of the meeting for consideration.

Consensus of Council is to approve revisions to the GP 07: Registrar/CEO Performance Evaluation Policy, as circulated.

- c. M3P Safety and Innovation Committee Terms of Reference

A draft Terms of Reference and Process Document for the Medication Prescribing Practices Program (M3P) Safety and Innovation Committee was circulated in advance of the meeting for consideration. The M3P Safety and Innovation Committee would have authority to approve funding for one or more research projects within each M3P annual funding cycle, with M3P Service Purchase Agreement funds reallocated from the phasing out of printed paper prescription pads.

Consensus of Council is to approve the M3P Safety and Innovation Committee Terms of Reference, with amendments to include tasking the committee with establishing and defining selection criteria.

5.2. Committee Appointments

- a. Discipline Committee

MOTION 25/25 (D. Forbes/A. Jenkyns)

That the following individuals be appointed to the Discipline Committee, each for a two-year term, until June 2027:

- i. Ryan Buffie, Pharmacist

- ii. Joanna Ayotte, Pharmacist

CARRIED

- b. M3P Safety and Innovation Committee

MOTION 26/25 (B. Mitchell/C. MacDonald)

That the following individuals be appointed to the M3P Safety and Innovation Committee, each for a two-year term, until June 2027:

- i. Christopher Louizos, Chair, College of Pharmacists of Manitoba
- ii. Dr. Marina Reinecke, College of Physicians and Surgeons of Manitoba
- iii. Rhonda Cairns, College of Registered Nurses of Manitoba
- iv. Dr. Blair Dalgleish, Manitoba Dental Association
- v. Vanessa Pinto, CPhM Citizens' Roster

CARRIED

MOTION 27/25 (B. Mitchell/C. MacDonald)

That Chris Louizos, Assistant Registrar, Quality Assurance and Field Operations, CPhM, be appointed as Chair of the M3P Safety and Innovation Committee.

CARRIED

- c. Ad hoc Committee: Regulatory Reform

MOTION 28/25 (B. Mitchell/T. Derendorf)

That the following individuals be appointed to the Ad hoc Committee: Regulatory Reform, each for a term of service no less than one year and shall not extend beyond the completion of the work of the submission to government to become regulated under the RHPA:

- i. Jane Lamont, Pharmacist
- ii. Solmaz Nafez, Pharmacist
- iii. Elaine Maloney, Pharmacy Technician
- iv. Stephanie Rozmus, Pharmacy Technician
- v. Christie Atkinson, Pharmacy Technician

CARRIED

- d. Citizen's Roster Applications

MOTION 29/25 (D. Forbes/T. Moore)

That Vanessa Pinto, of the Citizen's Roster, be appointed to the Professional Practice Committee and Finance Committee, for each a two-year term, until June 2027.

CARRIED

5.3. NAPRA Sterile Compounding Exemption for Palliative Care Patients

The current Council approved exemption permitting pharmacies in Manitoba to draw up comfort care medications for palliative care patients in a setting that does not meet the

NAPRA Model Standards for Hazardous and Non-Hazardous Sterile Compounding expires January 1, 2026. Information regarding the history of the exemption, approval and extensions by Council, environmental scan and survey to registrants to understand how community pharmacies in Manitoba are utilizing the exemption was circulated in advance of the meeting for consideration.

T. Moore declared a conflict with this agenda item.

T. Moore left the meeting at 2:18 pm.

K. McIntosh, B. Booker, M. Pozdirca, C. Louizos, K. Chaboyer, A. Andrushak and J. Eblie left the meeting at 2:20 pm.

Consensus of Council is to maintain the current guiding principles and exemption to the NAPRA Model Standards for Hazardous and Non-Hazardous Sterile Compounding as written and extend the duration until January 1, 2028. Council directed staff to look into options for a permanent exemption, to be considered by Council at a future meeting.

T. Moore joined the meeting at 2:34 pm.

5.4. Presentation: *Public Voice in Regulation – Turning Insights into Action* (CNAR 2025 Conference)

D. Forbes and three CPhM staff members attended the 2025 Canadian Network of Agencies for Regulation (CNAR) conference, the only national conference dedicated to all forms of regulation that provides a valuable opportunity to learn from other organizations with the same goals. D. Forbes shared learnings from the session *Public Voice in Regulation – Turning Insights into Action*, providing insight into how these practices could inform CPhM regulatory strategies.

5.5. Proposed Changes to the Council & Executive 2026 Meeting Schedule

Council considered changes to two approved Executive Committee and Council meeting dates in 2026. Consensus of Council is to approve the proposed changes to the 2026 meeting schedule.

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, February 26, 2026

TIME: 9:00 am. to 4:00 pm.

7.2. Adjourn

MOTION 30/25 (C. MacDonald)

To adjourn the meeting at 2:47 pm.

CARRIED