College of Pharmacists of Manitoba
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MINUTES

Meeting of Council
Thursday, April 30, 2026
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 *(joined at 9:13 am)*
Brendon Mitchell, Pharmacist
Alanna Doell, Pharmacist (*virtual*)
Todd Derendorf, Pharmacist
Teryl Moore, Pharmacist
Chantal MacDonald, Pharmacy Technician
Hope Anderson, Dean, College of Pharmacy, University of Manitoba (*virtual*)

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 (*virtual*)
Chris Louizos, Assistant Registrar, Quality Assurance & Field Operations (*virtual*)
Brent Booker, Assistant Registrar, Review & Resolution (*virtual*)
Kevin Chaboyer, Quality Assurance & Field Officer (*virtual*)
Arleigh Andrushak, Quality Assurance & Field Officer (*virtual*)
Jessica Eblie, Communications Specialist (*virtual*)
Neely Hammerberg, Communications Coordinator (*virtual*)
Maria Arquiza, Data Coordinator (*virtual*)

GUESTS
Suraj Sandil, Observer
Bhupendrasinh Chauhan, Observer (*virtual*)
Individual to Present Update on Exemption to Sterile Compounding Deadline & Request (*joined at 11:18 am*)

1.0. Call to Order

1.1.a. Welcome & Introductions

Chair K. Hunter convened the meeting at 9:01 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. None were declared.

1.2. Chair's Address

K. Hunter provided opening remarks in her last meeting as Chair for the current Council term, thanking Council for their involvement and dedication.

L. Reimer joined the meeting at 9:13 am.

1.3. Recognitions

K. Hamilton acknowledged and thanked K. Hunter for her service and contributions as Chair.

1.4. Recommendations from Appointments Committee

Consensus of Council is to move to a closed session for this agenda item.
Council determined K. Hamilton, L. McKietiuk, R. Chatterjee-Mehta and L. Henderson shall participate in the closed session.

B. Booker, K. McIntosh, K. Chaboyer, C. Louizos, A. Andrushak, N. Hammerberg, J. Eblie, M. Arquiza, B. Chauhan and S. Sandil left the meeting at 9:17 a.m.

MOTION 8/26 (C. MacDonald/D. Mullins)
To reconvene in the general meeting of Council.

CARRIED

B. Booker, K. McIntosh, K. Chaboyer, C. Louizos, A. Andrushak, N. Hammerberg, J. Eblie, M. Arquiza, B. Chauhan and S. Sandil joined the meeting at 9:28 a.m.

MOTION 9/26 (C. MacDonald/D. Mullins)

To appoint the following slate of candidates to Council, for a term of service as indicated:

- Bhupendrashihn Chauhan, Pharmacist, for the 3-Year Council term 2026 through 2029
- Suraj Sandil, Pharmacist, for the 3-Year Council term 2026 through 2029

CARRIED

1.5. Regulatory Trends & Readings

The Council on Licensure, Enforcement & Regulation (CLEAR) hosts regular podcasts on a variety of topics related to professional and occupational regulation. A link to the 100th episode of the CLEAR podcast, "Looking Back, Adapting for the Future" and transcript were circulated in advance of the meeting for information.

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. February 26, 2026
  b. March 26, 2026
2.3. Operations Report
2.4. Committee Reports
  a. Executive Committee
  c. Quality Assurance Committee
  d. Professional Practice Committee
  e. Appointments Committee
  f. Board of Examiners
2.6. For Information
  a. External Working Groups Report
  b. Communications Report Q1 2026
  c. Extended Practice Advisory Committee
  d. Annual General Meeting
  e. Special Meeting of Council & Council Succession Planning
  f. Field Operations Annual Report

Consensus of Council is to approve an addition to the agenda:

5.6. Mandatory Communication Learning Activity for Pharmacy Professionals, 2026 & 2027

3.0. Items for Discussion

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

2.5.e. Special Meeting of Council & Council Succession Planning
2.5.f. Field Operations Annual Report

3.1. Field Operations Annual Report

Council discussed the report and received further verbal information on the increase in loss

and theft reports, Safety IQ data and inspection follow-up procedures.

3.2. Special Meeting of Council & Council Succession Planning

Council reviewed the process of electing officers and Executive Committee members that will be conducted at the Special Meeting of Council on May 12, 2026, following the Annual General Meeting, and eligibility of Council members to serve in the upcoming term.

4.0. Standing Items

4.1. Results of Council Evaluations from Feb 26, 2026

Council member evaluations from the meeting on February 26, 2026, 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 February 26, 2026, was circulated in advance of the meeting for information.

b. National Association of Pharmacy Regulatory Authorities (NAPRA)

A memorandum from NAPRA providing an overview of the National Practice Registry for Pharmacy Professionals was circulated in advance of the meeting for information.

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
- Changes to the current Complaints and Discipline process to improve accessibility
- Continued work on the RHPA transition project
- Development of the Digital Strategy Roadmap

d. Risk Register

At the Council meeting on February 26, 2026, Council was asked to reflect on the most significant risk they see in their primary occupation and consider whether it merits attention by CPhM. Consensus of Council was to table this discussion to the next meeting. In follow-up, an updated Risk Register summary was circulated in advance of the meeting for information.

Council discussed the following items and risks:

- Artificial Intelligence and its use within CPhM
- Cross-jurisdictional trends and issues
- Confidentiality and processes for physical and digital documents

Staff will review the current Confidentiality Agreement and document transmission processes. Council may consider changes at a future meeting.

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 upcoming meeting with the Deputy Minister of Health, scheduled for May 19, 2026, and consultation on the amendment for pharmacist prescribing of hormonal contraception.

i. Ban on Pharmacy Inducements: Targeted Survey Responses and Next Steps

Following renewed government interest in banning pharmacy inducements in Manitoba, CPhM conducted a targeted survey. Survey results and draft letter to the Minister of Health, Seniors and Long-Term Care outlining these responses and potential next steps were circulated in advance of the meeting. Consensus of Council is to approve the letter for submission, with amendments.

4.3. Council Monitoring

a. Council Monitoring Project

An update on Executive Committee's work to develop a draft Council Monitoring Framework and pilot project with the Professional Practice Committee was circulated in advance of the meeting for information. A draft framework will be presented to Council for consideration at a future meeting.

Council moved to agenda item 6.0.

6.0. In-Camera/Closed Session of Council

B. Mitchell declared a conflict-of-interest with this agenda item.

B. Mitchell left the meeting at 11:11 am

Council determined K. Hamilton, L. McKietiuk, R. Chatterjee-Mehta, C. Louizos, A. Andrushak, K. Chaboyer and L. Henderson shall participate in the closed session.

B. Booker, K. McIntosh, N. Hammerberg, J. Eblie, M. Arquiza, L. McKietiuk, B. Chauhan and S. Sandil left the meeting at 11:13 a.m.

6.1. Motion to Adopt Agenda for Closed Session and Move to Closed Session of Council

MOTION 10/26 (C. MacDonald/D. Mullins)
To move to closed session with the following agenda:
a. Update on Exemption to Sterile Compounding Deadline & Request

CARRIED

Guest joined the meeting at 11:18 a.m.
Guest left the meeting at 11:25 a.m.

L. Reimer left the meeting at 11:39 am.

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

MOTION 11/26 (D. Forbes/C. MacDonald)
To reconvene in the general meeting of Council.

CARRIED

B. Mitchell, B. Booker, K. McIntosh, N. Hammerberg, J. Eblie, M. Arquiza, L. McKietiuk B. Chauhan and S. Sandil joined the meeting at 11:43 a.m.

6.4. Report Decisions from Closed Session

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

Consensus of Council is to request further reporting from the party and send correspondence outlining outstanding deficiencies.

5.0. Business Arising/New Business

5.1. Policy Review & Development

a. Virtual Care Practice Direction

A draft Virtual Care Practice Direction and amendments to the Prescribing Practice Direction, as recommended by the Professional Practice Committee, and environmental scan of virtual care in other jurisdictions and professions were circulated in advance of the meeting for consideration.

A. Doell left the meeting at 11:47 am.
H. Anderson left the meeting at 11:51 am.

Consensus of Council is to approve the Virtual Care Practice Direction and amendments to the Prescribing Practice Direction for consultation.

L. Reimer joined the meeting at 12:02 pm.

5.2. Committee Appointments

This item is tabled.

5.3. Council Succession Planning – Public Representatives

Of eleven public representatives appointed by the Minister of Health, Seniors and Long-Term Care, who currently serve on CPhM Council or committees, all terms of service will have expired or are set to expire by June 2026. Information on the risks posed to the CPhM and precedents of other health regulators under *The Regulated Health Professions Act* (RHPA) who are permitted, by the Minister, to self-appoint some public members to their Council, was circulated in advance of the meeting.

Consensus of Council is to:

- Direct staff to prepare a letter to the Minister of Health, Seniors and Long-Term Care requesting permission to appoint 50% of the public members on Council.
- Direct staff to draft policy and process documents that establish criteria for appointing public representatives to Council, based on the processes and tools already established within its governance framework, including the Citizens' Roster application and selection processes.

5.4. Council Training Opportunities

Information regarding upcoming virtual training opportunities offered by the Manitoba Alliance of Health Regulatory Colleges (MAHRC) on understanding financial reports and regulation of Artificial Intelligence was circulated in advance of the meeting. Council members are encouraged, by Executive Committee, to attend these events. Information on how to register was provided.

5.5. International Pharmacy Graduate Frequency at Complaints

In follow-up to the Complaints Committee Annual Summary Report for 2025, provided to Council at the meeting on February 26, 2026, Council continued to consider the apparent disproportionate representation of internationally trained pharmacy graduates involved in complaint matters, relative to the overall proportional number of total internationally trained pharmacy graduate registrants.

Consensus of Council is to:

- Task staff to review the existing mandatory Pharmacy Manager Training Program, NAPRA modules and any other current resources that include relevant education that would apply to all pharmacists, and consider for required learnings as part of the CPhM Internship.
- Continue to monitor complaint data and assess results, including statistics specific to the number and nature of complaints.
- Continue to monitor the success of mandatory continuing professional development, learning programs and their anticipated effect to reduce complaint matters in target areas.

5.6. Mandatory Communication Learning Activity for Pharmacy Professionals, 2026 & 2027

Information regarding the development of a Manitoba-specific communications learning activity, that addresses the main trends and issues related to communication that were identified by the Complaints Committee, was circulated in advance of the meeting. Council was asked to consider amending its original decision, from May 12, 2025, to align with the module that has been developed.

Consensus of Council is the next mandatory learning for pharmacy professionals will be "Effective Communication in Pharmacy Practice". The module will be available to pharmacy professionals no later than June 1, 2026, and pharmacy professionals will have from June 1, 2026 to October 31, 2027 to complete the module. Continuing education units will apply in the year the individual completes the module.

6.0. In-Camera/Closed Session of Council

Council determined K. Hamilton shall participate in the closed session.

6.1. Motion to Adopt Agenda for Closed Session and Move to Closed Session of Council

MOTION 12/26 (D. Mullins/T. Derendorf)
To move to closed session with the following agenda:

b. Organizational Chart Changes

CARRIED

B. Booker, K. McIntosh, K. Chaboyer, C. Louizos, A. Andrushak, N. Hammerberg, J. Eblie, M. Arquiza, L. Henderson, R. Chatterjee-Mehta, L. McKietiuk, B. Chauhan and S. Sandil left the meeting at 9:17 a.m.

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

MOTION 13/26 (D. Mullins/C. MacDonald)
To reconvene in the general meeting of Council.

CARRIED

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, June 25, 2026
TIME: 9:00 am. to 4:00 pm.

7.2. Adjourn

MOTION 14/26 (C. MacDonald)
To adjourn the meeting at 2:13 pm.

CARRIED