



College of Pharmacists of Manitoba

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MINUTES

Meeting of Council
Thursday 8th September 2022
11:00 a.m. to 1:00 p.m.

COUNCILORS

Jane Lamont, President
Ryan Buffie, Vice-President
Wendy Clark, Past President
Amanda Andreas, Public Representative
Don Himbeault, Public Representative
Donna Forbes, Public Representative
Liz Reimer, Public Representative
Alanna Doell, Pharmacist
Brendon Mitchell, Pharmacist
Kristine Petrasko, Pharmacist

COLLEGE STAFF

Susan Lessard-Friesen, Registrar
Rani Chatterjee-Mehta, Deputy Registrar
Lori McKietiuik, Director of Operations
Lindsay Henderson, Executive Assistant

REGRETS

Tory Crawford, Public Representative
Sonal Purohit, Pharmacist
Jennifer Ludwig, Executive Treasurer
Dr. Lalitha Raman-Wilms, Dean, College of Pharmacy

1. Call to Order

a. Welcome & Introductions

J. Lamont convened the meeting at 11:01 a.m. and welcomed everyone.

b. Acknowledging First Peoples and Traditional Territory

J. Lamont acknowledged the treaty and traditional lands of First Peoples and the Metis Nation and pledged a commitment to reconciliation and collaboration with Indigenous communities.

c. Quorum Achieved

J. Lamont confirmed that quorum is achieved.

d. College Mission

Council acknowledged the College Mandate and Mission, 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.

2. Approve Agenda

MOTION 124/22 (D. Himbeault/B. Mitchell)

To approve the agenda as circulated

CARRIED

3. Approve 2023 Budget

The following documents were circulated in advance of the meeting:

- i. Briefing Note: 2023 Budget for Approval
- ii. 2023 Budget Draft (in excel format)

J. Lamont, President, provided a summary of the Budget Preparation Process.

The 2023 Budget draft has been developed according to the Budget Preparation Process and has gone through several reviews, including by Finance Risk Management Committee, Council and Executive Committee.

At its first review on July 27, 2022, Council was in favour of a deficit budget that would:

- Maintain registrant fees at the 2022 rate (0% increase)
- Increase pharmacy licence fees at a rate of 2%
- Budget for a deficit position in 2023
- Draw down Retained Earnings (surpluses realized in previous years) to cover any cash deficit incurred in 2023

Throughout the review process, there were no suggestions to amend any of the budget data. The projections remain the same as originally presented to Council on July 27, 2022.

At its meeting on August 26, 2022, Executive Committee affirmed its support of the draft without change and recommended the 2023 Budget draft be approved as presented.

MOTION 125/22 (B. Mitchell/R. Buffie)

That the 2023 Budget be approved as presented.

Abstentions: 1 (K. Petrasko)

CARRIED

President J. Lamont turned the Chair over to Vice-President R. Buffie.

J. Lamont left the meeting at 11:30 a.m.

4. Approval of Forms

MOTION 126/22 (D. Forbes/A. Andreas)

To approve the following 2023 Pharmacist application forms with content changes:

- Pharmacist – Academic Register Application 2023
- Pharmacist – Conditional Register Application 2023
- Pharmacist – Extended Practice Pharmacist Initial Application 2023
- Pharmacist – Extended Practice Pharmacist Initial Application 2023 APPENDIX A Pharmacist – IPG Application 2023
- Pharmacist – Mobility Agreement Application 2023
- Pharmacist – New UofM Pharmacy Graduate Application 2023
- Pharmacist – UofM Pharmacy Inter Application 2023
- Pharmacist – Practicing Application 2023

CARRIED

MOTION 127/22 (K. Petrasko/L. Reimer)

To approve the following 2023 Pharmacist application forms with minor edits and date changes:

- Mailing Notice Subscriber Application 2023
- Pharmacist – Extended Practice Pharmacist Renewal Application 2023
- Pharmacist – Non-Practicing Application
- Pharmacist – Pharmacy Student Application 2023
- Pharmacist – Temporary Registration and Licensure 2023

CARRIED

MOTION 128/22 (W. Clark/D. Himbeault)

To approve the following 2023 Pharmacist application forms with no changes:

- Pharmacist – Injection Authorization Application 2023
- Pharmacist – Preceptor Application 2023
- Pharmacist – Self Limiting Conditions Application 2023
- Pharmacist – Smoking Cessation Application 2023
- Intern Application for Certificate of Authorization – COVID-19 Vaccine Administration 2023
- Notarized Statement (for use by IPG and Labour Mobility Applicants)
- Pharmacist – Uncomplicated Cystitis Application 2023

CARRIED

MOTION 129/22 (A. Andreas/D. Himbeault)

To approve the 2023 Pharmacy application forms with date and content changes:

- Pharmacy – Clinical Practice Application 2023
- Pharmacy – Community, Existing, Application 2023
- Pharmacy – Community, New, Application 2023
- Pharmacy – External Dispensing Pharmacy Component Application 2023
- Pharmacy – Hospital, Existing, Application 2023

- Pharmacy – Hospital, New, Application 2023
- Pharmacy – Lock and Leave Component Application 2023
- Pharmacy - Satellite Pharmacy Component Application 2023

CARRIED

MOTION 130/22 (D. Forbes/K. Petrasko)

To approve the 2023 Licences with date and content changes:

- Lock and Leave Permit, Side One, 2023
- Pharmacy Licence, all types, Side Two, 2023
- Pharmacy Licence, Clinical Practice, Side One, 2023
- Pharmacy Licence, Community Practice, Side One, 2023
- Pharmacy Licence, Hospital Practice, Side One, 2023
- Pharmacy Technician, Listing Certificate, 2023
- Pharmacist, Practicing Licence, EPPH, 2023
- Pharmacist, Practicing Licence, 2023
- Pharmacy Licence, Satellite Community, Side One, 2023

CARRIED

MOTION 131/22 (B. Mitchell/D. Himbeault)

To approve the 2023 Pharmacy Technician application forms with date and content changes:

- Pharmacy Technician – In Training Application 2023
- Pharmacy Technician – Structured Practical Training Notification Form 2023
- Pharmacy Technician – Initial Listing Application 2023
- Pharmacy Technician – Renewal Listing Application 2023
- Pharmacy Technician – Labour Mobility Listing Application 2023

CARRIED

5. Meeting Adjournment

MOTION 132/22 (A. Andreas)

To adjourn the meeting at 11:49 a.m.