

**MINUTES  
COUNCIL MEETING  
ALBERTA COLLEGE OF PHARMACY  
Thursday April 23, 2026  
Edmonton, Alberta**

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**PART A – Opening Remarks and Constituting Council Meeting**

**1.1 Call to Order**

President Patrick Zachar called the business meeting of council to order at 8:20 a.m. He welcomed Council and ACP administration. He welcomed public member Karen Stone, appointed to Council February 6, 2026. President Zachar recognized the territorial and ancestral lands of the indigenous people of Alberta. He noted that Ravine Basahti and Rubani Singh from KPMG would join Council in the afternoon to present the 2025 audited financial statements.

President Zachar asked Council Members to reflect on governance policy GP-8 Code of Conduct and consider any potential conflicts of interest they may need to disclose. No conflicts were disclosed.

**1.2 Roll Call**

Registrar Willsey called the roll and identified the following individuals in attendance. A quorum of council was declared.

- Pharmacist Councillor 1 - Asad Kashani
- Pharmacist Councillor 2 - Patrick Zachar (President)
- Pharmacist Councillor 4 - Paul Gustafson
- Pharmacy Technician Councillor 7 - Nina Dueck
- Public Member - Jason West
- Public Member - Nicola von Hoensbroech
- Public Member - Stephen Mandel
- Public Member - Karen Stone

Absent

- Pharmacist Councillor 3 - Murtaza Hassanali (President Elect)
- Public Member - Carmen Wyton
- Public Member - Larry Loven

Also in attendance

- Brad Willsey - Registrar
- Kaye Moran - Deputy Registrar
- Jeff Whissell - Deputy Registrar
- Rob Vandervelde - Senior Operations and Finance Director
- Leslie Ainslie - Executive Assistant
- Barry Strader - Communications Director
- Ravine Basahti - Partner, Private Enterprise Audit-KPMG(1:00-1:20pm)
- Rubani Singh - Lead Auditor Engagement Partner-KPMG(1:00-1:20pm)

**1.3 Invocation**

Councillor Paul Gustafson read the council invocation.

## **1.4 Adoption of the Agenda**

### **1.4.1 Consent Agenda**

Registrar Willsey provided reports under agenda item 1.4.1.1 Policy Report and 1.4.1.2 Consent Agenda Update Report.

#### **1.4.1.1 Policy Report**

**MOTION:** To approve the consent agenda policy report presented by Registrar Willsey.  
Moved by **Jason West**/Seconded by **Asad Kashani**/CARRIED

#### **1.4.1.2 Information Update Report**

**MOTION:** To accept the consent agenda information report presented by Registrar Willsey.  
Moved by **Jason West**/Seconded by **Nina Dueck**/CARRIED

## **1.4.2 Additions to the Agenda**

### **1.4.2.1 Appointment of Ex-Officio Member of Council**

**MOTION:** To appoint Patrick Zachar as an Ex-Officio Member of Council in the capacity of Past-President for the council term 2026-2027, effective July 1, 2026 and ending June 30, 2026.

Moved by **Stephen Mandel**/Seconded by **Nicola von Hoensbroech**/CARRIED

**MOTION:** To adopt the agenda with amendments.

Moved by **Nina Dueck**/Seconded by **Nicola von Hoensbroech**/CARRIED

## **1.5 Minutes from Previous Meetings**

### **1.5.1 Minutes – April 2, 2026**

**MOTION:** To approve the minutes of the April 2, 2026 council meeting.

Moved by **Paul Gustafson**/Seconded by **Jason West**/CARRIED

### **1.5.2 Minutes – February 5, 2026**

**MOTION:** To approve the minutes of the February 5, 2026 council meeting.

Moved by **Jason West**/Seconded by **Nicola von Hoensbroech**/CARRIED

### **1.5.3 Minutes – December 12, 2024**

**MOTION:** To amend the December 12, 2024 council motion made under “Agenda Item 3.4-DRAFT Standards for Continuing Competence”, regarding the Standards of Practice for Continuing Competence and the Continuing Competence Program manual for pharmacists and pharmacy technicians, to accurately reflect the coming into effect dates as June 2025 for pharmacists and December 2025 for pharmacy technicians.

Moved by **Nina Dueck**/Seconded by **Paul Gustafson**/CARRIED

## **1.6 In Camera - NIL**

## **Part B – Council Development, Open Forum and Generative Discussions**

### **2.1 Council Development – NIL**

## 2.2 Generative Discussions

At the December 2025 council meeting, Council prioritized three Council Issue Sheets submitted by Councillor Paul Gustafson for the purpose of generative discussions at future council meetings. Council engaged in a generative discussion about pharmacy practice pressures. ACP's mandate is to serve, support, and protect the public's health and well-being through the setting and enforcement of standards of competence and ethical conduct. As the governing body of ACP, it is prudent for Council to fully understand the complexities and pressures of pharmacy practice to respond appropriately and effectively to mitigate the impacts of these pressures on the delivery of safe and effective patient care.

## 2.3 Council Open Forum - NIL

### Part C - Strategic and Fiduciary

#### 3.1 2026-2028 Strategic Plan Update

Rob Vandervelde, Senior Director of Operation and Finance, provided Council with an update on the implementation of the 2026-2028 Strategic Plan.

The strategic vision of the plan states "ACP envisions a modern, high-performing, and future-ready pharmacy sector where pharmacists and pharmacy technicians are fully integrated into Alberta's primary and preventative healthcare system. ACP will enable an agile, innovation-minded regulatory framework that supports pharmacy professionals to consistently deliver quality person-centred care." The strategic plan has three goals:

- Goal 1: Elevate pharmacy's role within Alberta's healthcare system.
- Goal 2: Enable quality care in pharmacy practice.
- Goal 3: Anticipate and support the future of pharmacy practice.

The ACP Operations Leadership Team has been actively engaged with team members in preparation for the launch of strategic priorities. Planning sessions are underway to establish the work planned for 2026, and work developing ongoing monitoring and reporting tools will be brought to Council in June through the Council Dashboard. Council will also receive an update on the strategic projects, any updates to the 2026 priorities.

#### 3.2 Bill 29 – Health Statutes Amendment Act

Registrar Willsey provided Council with a briefing on *Bill 29, the Health Statutes Amendment Act, 2026*, introduced by the Honourable Adriana LaGrange, Minister of Primary and Preventative Health Services, on April 13, 2026. The purpose of the Bill is to "introduce patient choice and self-referral for preventative health testing services, improve access to life saving medications, reduce barriers for patients and providers, and support Alberta's refocused health system".

The Bill includes ACP's request for regulatory amendment to the *Pharmacy and Drug Act (PDA)*, to improve access to Opioid Agonist Therapy (OAT) therapy for Albertans. Currently, OAT medications are only available by prescription for a named patient. The amendment to the *Pharmacy and Drug Act* is an important milestone in the road to supporting and improving the timely access to medications, particularly in rural, remote and indigenous communities, and for those living with addiction in those communities, when time matters the most. To support the amendments to the PDA, Council will consider amendments to the Standards in June or September for the purpose of consultation.

### **3.3 ACP Connect Council Briefing**

President Zachar, President-elect Hassanali, and Registrar Willsey shared insights from the spring ACP Connects. The April 7<sup>th</sup> ACP Connect in Edmonton provided the opportunity to attend virtually or in-person. The April 8<sup>th</sup> ACP Connect in Calgary was in-person. The agenda was a presentation of the Strategic Plan and sharing information from the registrant surveys. The panel discussion brought forth interesting questions and comments. Both were well attended.

## **4. Compliance Monitoring and Reports**

### **4.1 ENDS and Executive Limitation Policies and Reports**

A report from the Registrar was provided for the following Executive Limitation policy. The report under Agenda Item 4.1.2 was made by external experts.

#### **4.1.1 Policy E-Mega End – 2025-26 Annual Report**

ACP's Annual Report reflects the business undertaken by the College in 2025 and the first quarter of 2026. The annual report summarizes achievements including the reporting required through the *Health Professions Act* and ACP's governance policy E Mega-End. The annual report is Council's report to the public, its morale owners; and to registrants, stakeholders, partners, and government.

The report recognizes pharmacy's contributions to serve and protect the health and wellbeing of Albertans. Copies of the annual report must be presented to the Minister of Health and tabled in the Legislature.

Council reviewed the annual report and commended the excellence of the report and recommended minor editorial amendments.

**MOTION:** to approve the 2025-2026 Annual Report upon amendment.  
Moved by **Nina Dueck**/Seconded by **Paul Gustafson**/CARRIED

#### **4.1.2 EL-4 Financial Condition, External**

Council reviewed the audited financial report from ACP's external auditors KPMG, for the year ending December 31, 2025. Ravine Basahti and Rubani Singh from KPMG presented the external financial report to Council and responded to questions from Council Members. Administrative team members excused themselves from part of this discussion to allow Council opportunity to engage with the auditors as required.

**MOTION:** to accept the external audited financial report for the fiscal year ending December 31, 2025.  
Moved by **Karen Stone**/Seconded by **Asad Kashani**/CARRIED

#### **4.1.3 EL-4 Financial Condition, Internal**

Council received an internal financial analysis for the 2025 fiscal year including a statement of variances and ending balances, in alignment with the audited financial statements.

**MOTION:** to approve the Registrar's internal report for compliance with Executive Limitations policy EL-4 Financial Condition (Internal).  
Moved by **Stephen Mandel**/Seconded by **Jason West**/CARRIED

#### **4.1.4 Governance Policies (GP)**

Governance policies (GP policies) define how Council conducts itself. Council reviewed the following GP policies and reflected on its compliance with each policy. Council considered if there were any indicators that any of the policy statements are not being complied with, and consensus was reached that Council is in compliance with the governance policies noted below with the exception of policy GP-9 Investment in Governance. The Governance Committee will prioritize the compliance with policy GP-9 Investment in Governance.

##### **4.1.4.1 GP-1 Global Governance Process**

Council is in compliance with governance policy GP-1 Global Governance Process.

##### **4.1.4.2 GP-2 Serving the Public Interest**

Council is in compliance with governance policy GP-2 Serving the Public Interest.

##### **4.1.4.3 GP-3 Council Responsibilities and Governing Style**

Council is in compliance with governance policy GP-3 Council Responsibilities and Governing Style.

##### **4.1.4.4 GP-9 Investment in Governance**

Council directed the Governance Committee to reflect on opportunities to strengthen orientation and governance training of council members.

##### **4.1.4.5 GP-10 Council Linkage with Other Organizations**

Council is in compliance with governance policy GP-10 Council Linkage with Other Organizations.

##### **4.1.4.6 GP-11 Council Planning Cycle and Agenda Control**

Council is in compliance with governance policy GP-11 Council Planning Cycle and Agenda Control.

##### **4.1.4.7 GP-12 Handling of Operational Complaints**

Council is in compliance with governance policy GP-12 Handling of Operational Complaints.

##### **4.1.4.8 GP-13 Alleged Policy Violations**

Council is in compliance with governance policy GP-13 Alleged Policy Violations.

##### **4.1.4.9 GP-14 Recognizing Excellence**

Council is in compliance with governance policy GP-14 Recognizing Excellence.

**OMNIBUS MOTION:** that Council is in compliance with governance polices GP-1 Global Governance Process , GP-2 Serving the Public Interest, GP-3 Council Responsibilities and Governing Style, GP-10 Council Linkage with Other Organizations, GP-11 Council Planning Cycle and Agenda Control, GP-12 Handling of Operational Complaints, GP-13 Alleged Policy Violations and GP-14 Recognizing Excellence.

Moved by **Jason West**/Seconded by **Paul Gustafson**/CARRIED

## **4.2 Business of Council**

### **4.2.1 Report from the Nominating Committee**

President Elect Murtaza Hassanali, Chair of the Nominating Committee presented a report on behalf of the Committee.

A special election is required for the following council positions.

- Pharmacist Councillor 5
  - This term is for 3-years effective August 20, 2026-June 30, 2029
- Pharmacy Technician Councillor 6
  - This term is for 10-months effective August 20, 2026-June 30, 2027

A call for applications for nomination will be issued to eligible regulated members on May 5, 2026 with a deadline to receive applications closing June 1, 2026. The Nominating Committee will review applications and will recommend for Council's approval, a slate of candidates for the 2026 Special Election. The Special Election will open July 23, 2026 and close August 20, 2026.

The current election for the Pharmacist Councillor 2 and Pharmacy Technician Councillor 7 positions closes May 7, 2026. Candidates not elected for these council positions will be asked if they wish to let their names stand as candidates in the special election.

**MOTION:** to accept the report of the Nominating Committee.

Moved **Asad Kashani**/Seconded by **Stephen Mandel**/CARRIED

#### **4.2.1.1 ACP Leadership Development Award**

Council identified leadership as a critical attribute to the success of pharmacy practice, and the college. In the interest of inspiring and nurturing aspiring pharmacist student leaders, the ACP Leadership Development Award was established. The award provides the successful candidate up to \$5,000 to attend a learning experience or international conference of their choice, that will expand their horizons as a leader.

The Nominating Committee received two applications for the 2026 Leadership Development Award, and having considered the merits and supporting documentation with the application, the Committee recommended that Yan Chiu be the recipient of the 2026 ACP Leadership Development Award. The award will be presented at the Celebration of Leadership reception to be held June 10, 2026, in Calgary.

**MOTION:** to approve the recommendation of the Nominating Committee that Yan Chiu be awarded the 2026 ACP Leadership Development Award.

Moved by **Murtaza Hassanali**/Seconded by **Jason West**/CARRIED

## **5. Evaluation of Meeting and Adjournment**

### **5.1 Meeting Evaluation - For Discussion**

President Zachar asked Council to reflect on their personal and collective performance during the board development sessions and business meeting of council. He thanked all those that supported the preparation of the meeting, and those that participated. Council shared the following observations and comments from the April 23, 2026 council meeting:

- Council expressed thanks to everyone for listening, participating and taking feedback in the spirit given, acknowledging a healthy Council that was demonstrated by the robust discussions.
- Council appreciated the well-balanced meeting agenda, and more importantly the opportunity to create a space for reflection and for everyone's voice to be heard.

- Council appreciated the detailed information provided to support the generative discussions and would like, where applicable, more robust background materials. Council appreciated the detailed financial reporting.
- Council thanked President Zachar for keeping the meeting discussions moving along without limiting the freedom for council members to address any issues that were top of mind.
- Council thanked ACP administration for their support with preparing the meeting materials and for the valued feedback and input at the meeting.

## **5.2 Forthcoming Events and Council Meeting Dates**

### **2026**

- May 1 - ACP Welcome Event, Bow Valley College, Calgary
- May 4 - ACP Welcome Event, NorQuest College, Edmonton
- June 9-10 - Council Meeting
- June 10 - Celebration of Leadership
- June 10-12 - ACP Leadership Forum
- June 23 - ACP Welcome Event, Certificate to Canadian Pharmacy Practice, UofA
- September 23-25 - Council Meeting and Board Development
- December 2-3 - Council Meeting

## **5.3 Adjournment**

**MOTION:** to adjourn the meeting of council circa 3:10 p.m. on April 23, 2026.

Moved by **Karen Stone**