

**MINUTES**  
**ALBERTA COLLEGE OF PHARMACY**  
**Extraordinary Meeting of Council**  
**Tuesday, February 6, 2024**  
**Facilitated by ZOOM**

---

---

**1. Call to Order**

President Zachar called the meeting to order at 7:01 p.m. He recognized the territorial and ancestral lands of indigenous people in Alberta.

**2. Roll Call**

Registrar Eberhart called the roll call and confirmed the attendance of the following council members. A quorum of council was declared.

- District 2 - Patrick Zachar (President)
- District 3 - Murtaza Hassanali
- District 4 - James Frobb (Executive Member-At-Large)
- District 5 - Patrick Thomson
- District A - Laura Miskimins
- District B - Nina Dueck
- Public Member - Irene Pfeiffer (Past-President)
- Public Member - Deb Manz (President-Elect)
- Public Member - Christine Maligec
- Public Member - Jason West

Absent:

- District 1 - Peter Macek
- Public Member - Carmen Wyton

Also in attendance:

- Greg Eberhart - Registrar
- Leslie Ainslie - Executive Assistant

**3. Recommendation from the Succession Planning Committee**

Council considered a recommendation of ACP's Succession Committee to amend ACP bylaw 37(3) that states that the Registrar must be a voting member in good standing with the ACP. It is the view of the Committee that the bylaw restricts the eligibility of qualified candidates to pharmacists or pharmacy technicians only. Amendment to Bylaw 37(3) will enable the facilitation of a broader search strategy for the role of the Registrar of the Alberta College of Pharmacy.

The Committee stated the following:

- Individuals eligible to register with ACP will continue to be a target market for our search.
- It opens the possibility to consider all potential leaders who have the leadership capacity and character to lead ACP forward.
- In today's complex and constantly evolving regulatory environment, having extensive expertise in the field of pharmacy may not be the essential requirement it once was.
- To ensure the success of our recruitment and the future of ACP, we must recognize the potential significance of a diverse range of contextually relevant backgrounds and experiences."

Council approved the following amendment to ACP’s bylaws for the purpose of 60-day consultation:

The redline for the existing bylaw being:

37(3) The Registrar ~~must be a voting member in good standing of the College but~~ must not be a member of Council.

The proposed bylaw will read, “*The Registrar must not be a member of Council.*”

**MOTION:** to approve the proposed amendment to Bylaw 37(3) for the purpose of a 60 day consultation with regulated members.

Moved by **Deb Manz**/Seconded by **Laura Miskimins**/CARRIED

#### **4. Recommendation from the Governance Committee and the Executive Committee to initiate a Governance Review**

The Governance Committee began its work to review the bylaws. During the early stages of developing the workplan for the Committee, Registrar Eberhart recommended that a review of bylaws relating to governance would be better supported by a review of ACP’s governance structure, policies and processes. The review and subsequent recommendations arising from the review would support the Committee to make more informed recommendations about governance and the potential need for bylaw amendments.

Registrar Eberhart presented a DRAFT “Request For Proposal” (RFP) seeking an organization to begin this review. The review will provide a framework to governance training for Council Members that will be foundational to support informed future governance discussions, and potential bylaw amendments that support the governance of ACP. The review would also serve as an opportunity to support the registrar-elect to participate in any discussions arising from the review. The RFP will seek an organization that is able to undertake a governance review, provide governance board training, and support any ancillary work subsequent to the governance review. Council approved the Request for Proposal.

**MOTION:** to approve the Request for Proposal as presented to seek an organization to initiate a governance review.

Moved by **Christine Maligec**/Seconded by **James Frobb**/CARRIED

#### **5. Adjournment**

**MOTION:** that the Extraordinary Meeting of Council be adjourned at 7:51 p.m.

Moved by **Christine Maligec**