

MINUTES
VIDEOCONFERENCE MEETINGS OF COUNCIL
ALBERTA COLLEGE OF PHARMACY
December 10-11, 2020

1. Introduction

1.1 Call to Order

President Lyons called the meeting to order at 8:04 a.m. She advised Council that the following individuals will join Council in the morning: Scott Ponich, ACP Investment Counsel with TD Waterhouse, will present the external compliance report for EL-6 Investments; and, Loren Voice, Chair of ACP Competence Committee and Pam Timanson, ACP's Competence Director, will present the semi-annual report from ACP's Competence Committee. In the afternoon, Laura Edgar, with the Institute on Governance, will join Council for a discussion about phase 1 of ACP's Operational Plan. President Lyons asked Council Members to reflect on governance policy GP-8 Code of Conduct and requested that any conflicts of interest be disclosed. No conflicts of interest were disclosed.

MOTION: to recess the business meeting of Council until 8:00 a.m. on Friday, December 11, 2020 to facilitate an "In Camera" session of voting members of Council.

Moved by **Christine Maligec**

1.2 Roll Call

Registrar Eberhart called the roll and identified the following individuals in attendance:

- District 1 - Peter Macek (President-Elect)
- District 2 - Patrick Zachar
- District 3 - Fayaz Rajabali (Past-President)
- District 3 - Craig MacAlpine
- District 4 - Stan Dyjur
- District 5 - Judi Parrott
- District 5 - Shereen Elsayad
- District A - Don Ridley
- District B - Dana Lyons (President)
- Public Member - Irene Pfeiffer (Executive-Member-at-Large)
- Public Member - Christine Maligec
- Public Member - Carmen Wyton
- Ex-Officio Member - Neal Davies, Dean-Faculty of Pharmacy and Pharmaceutical Sciences
- Ex-Officio Member - Terra Young, Representative-Accredited Pharmacy Technician Colleges in Alberta

Absent

- Ex-Officio Member - Navjot Singh, APSA Student Representative-Faculty of Pharmacy and Pharmaceutical Sciences

Also in attendance:

- Greg Eberhart - Registrar
- Kaye Moran - Deputy Registrar
- Jeff Whissell - Deputy Registrar
- Rob Vandervelde - Senior Operations and Finance Director
- Lynn Paulitsch - Operations and Finance Director

- Leslie Ainslie - Executive Assistant
- Barry Strader - Communications Director
- Scott Ponich - TD Waterhouse (December 11th 9:45-10:15am)
- Loren Voice - ACP Competence Committee Chair (December 11th 11:35am-12:15 pm)
- Pam Timanson - ACP Competence Director (December 11th 11:35am-12:15pm)
- Laura Edgar - Institute on Governance (December 11th 2:00-5:00pm)

1.3 Invocation

Councillor Christine Maligec read the invocation.

1.4 Adoption of the Agenda

1.4.1 Consent Agenda

1.4.1.1 Policy Report

There was no policy report for Agenda Item 1.4.1 Consent Agenda Policy Report.

1.4.1.2 Updates

MOTION: to approve the Consent Agenda Report as presented by Registrar Eberhart.

Moved by **Christine Maligec**/Seconded by **Judi Parrott**/CARRIED

1.4.2 Additions to the Agenda

There were no additions to the council agenda.

MOTION: to adopt the agenda as circulated.

Moved by **Irene Pfeiffer**/Seconded by **Christine Maligec**/CARRIED

1.5 Minutes from Previous Meetings

1.5.1 Minutes – November 13, 2020

Council reviewed the minutes of the November 13, 2020 meeting.

MOTION: to approve minutes of the November 13, 2020 council meeting.

Moved by **Craig MacAlpine**/Seconded by **Peter Macek**/CARRIED

1.6 Disposition of Directives

The Disposition of Directives was provided for information. President Lyons invited questions from Council. Council considered using the “Chat” function in council meetings and agreed to begin try using the function for discussions of “council as a whole”.

MOTION: to accept the Disposition of Directives as information.

Moved by **Carmen Wyton**/Seconded by **Don Ridley**/CARRIED

1.7 In Camera

The voting members of Council reconvened for an “In Camera” session on the morning of December 11, 2020 at 8:06 a.m.

MOTION: that Council move “In Camera” at 8:06 a.m.

Moved by **Fayaz Rajabali**/Seconded by **Judi Parrott**/CARRIED

MOTION: that Council move “Out of Camera at 8:15 a.m.
Moved by **Stan Djur**/Seconded by **Craig MacAlpine**/CARRIED

MOTION: that President Dana Lyons co-sign the letter presented by Registrar Eberhart.
Moved by **Don Ridley**/Seconded by **Peter Macek**/CARRIED

2. Generative

2.1 Board Development - Facilitated by Brian Woodward

Council met the morning of Friday, December 11, 2020 to continued its discussions to develop a modernized and legal framework that can effectively regulate a diversity of practices and practice models. In the first workshop, Council brainstormed potential practice models that are emerging or could emerge in the future. In conjunction, Council described key features of each model. In this, the second workshop, Council explored patterns that were apparent across the various models.

When events recur, they become patterns. Patterns ultimately determine outcomes. Patterns are observable and potentially measurable. Some outcomes are:

- Expected and desired,
- Expected and undesired,
- Unexpected, yet desired, or
- Unexpected and undesired.

Council’s goal is to better understand these patterns, so as to create structures to encourage and realize the first two of these potential outcomes in a manner that prepares the system for the possibility of the last two.

3. Strategic

3.1 Ownership Linkage

3.1.1 Engagement with Albertans Since Last Meeting

- Concern was raised about the increase of armed robberies and burglaries in pharmacies; what if any support mechanisms are in place to support pharmacy teams that go through these traumatic events. In the past, Council has had extensive discussions about ways to prevent or minimize robberies, and the college website had resources readily available. ACP will begin trending these incidents by speaking with those impacted, and contacting those in government and law enforcement that may be a valuable resource to support trending and development of educational tools and support. It was suggested that ACP contact the Minister of Justice and Alberta’s Public Security Officer. It was observed that some policing agencies may have developed some trending information by tracking robberies.
- The public continues to express their appreciation for the support of pharmacy teams during the pandemic.
- Dr. Ross Tsuyuki has a trial underway that promotes pharmacists’ role in monitoring blood pressure, and those enrolled have benefitted substantively and appreciate the pharmacist’s role to support the management. Virtual care has resulted in diminished opportunity for physical assessment, and therefore, increased opportunity for pharmacists and pharmacy technicians’ contribution to care.

- Observation was made that pharmacists and pharmacy technicians are going above and beyond to care for patients; however more time often needs to be taken with patient's to assess their needs even during the busiest of times. Personal experience was shared where the engagement of the pharmacist to support non-prescription care was superficial at best.
- Patients are inquiring about lab results posted on My.Health.Alberta. Pharmacists welcome the opportunity to engage with their patients and are able provide support in areas where they have expertise however will refer to the physician where appropriate.
- Concern was raised about an emerging gap with respect to clinical support available for bioidentical hormone replacement therapy versus traditional hormone replacement therapy, and that perhaps pharmacists can play a role to fill this gap. To what extent are pharmacists trained and comfortable in having discussions important to women's health?
- Concern was expressed that a small number of pharmacists may be contributing to conspiracy theory related to COVID.
- Patients requiring biologic drugs are concerned about the efficacy of biosimilars. Concern has been echoed by some pharmacists, that outcomes are not equivalent.

3.2 DRAFT Amendments for the Structured Practical Training Program Rules for Pharmacy Technicians

At the September 20, 2020 meeting, Council directed that policies for the eligibility of preceptors for provisional pharmacy technicians, be modeled after that approved for preceptors of provisional pharmacists. Amendments address all participants of the SPT program for pharmacy technicians. Some rules are more significant for internationally educated provisional pharmacy technicians (IEPT). In these cases, the goal is to support their understanding of the role and scope of practice of pharmacy technicians in Alberta.

- Effective January 6, 2021, IEPTs must secure a pharmacy technician or an experienced preceptor for the SPT program who will provide standardized opportunities to learn, observe, experience, practice, and demonstrate the knowledge, skills, judgement, and attitudes important to pharmacy technician practice in Alberta.
- Preceptors for internationally education provisional pharmacy technicians, must either be
 - a pharmacy technician, or
 - a pharmacist who has precepted at least two pharmacy technician students in a CCAPP accredited pharmacy technician program within the last three years (experienced preceptor).
- Each rotation for all participants in the SPT program for pharmacy technicians, must be supervised by a pharmacy technician registered on the pharmacy technician register or a pharmacist registered on the clinical pharmacist register who meet the following requirements:
 - has been registered on the ACP pharmacy technician register or ACP clinical pharmacist register for a minimum of two years,
 - has no restrictions on their practice permit that will impact their ability to provide a good learning experience,
 - has no outstanding complaints that have been referred to a Hearing Tribunal, and
 - is not in a close personal relationship with the provisional pharmacy technician being precepted.

MOTION: to approve the rules for the Structured Practical Training program for pharmacy technicians as presented.

Moved by **Stan Dyjur**/Seconded by **Craig MacAlpine**/CARRIED

Opposed: Dana Lyons, Don Ridley

3.3 Accommodation for Temporary Conditional Registration During COVID

During spring 2020, Council approved temporary provision for conditional registration in the event that COVID negatively impacted the availability of pharmacy teams. This policy expired in August 2020. With the second wave of the pandemic continuing to disrupt the health care system in Alberta, Council agreed to resume a conditional temporary registration provision to increase access to pharmacy services. The need is particularly apparent in rural communities where regulated members have tested positive for COVID-19. The temporary registration provision allows for pharmacists and pharmacy technicians from Alberta who have been inactive for less than three years, to again be eligible to apply for conditional temporary registration for the sole purpose of providing pharmacy services during the pandemic. Temporary practice permits will be available for 45 days from date of issue, and will state that pharmacists with conditional registration may not be authorized to serve as a licensee. The conditional registration extends to accommodate admitting any pharmacy professional who would be eligible for ACP's courtesy register, again for the sole purpose of assisting during the COVID-19 pandemic. The temporary provision for conditional registration will remain in effect until June 30, 2021.

MOTION: to resume the temporary provision for conditional registration of pharmacists and pharmacy technicians for the sole purpose of providing pharmacy services during the COVID-19 pandemic, to remain in effect until June 30, 2021.

Moved by **Stan Dyjur**/Seconded by **Christine Maligec**/CARRIED

3.4 DRAFT Guidelines for Virtual Care

As we move into the second and possible third wave of the pandemic, there continues to be circumstances when access to pharmacy care for Albertans is only available virtually. Healthcare professionals have taken appropriate measures to effectively and safely use virtual care alternatives during COVID-19. As a result, virtual care will play an important role in the future of pharmacy practice. Guidelines that were approved to accommodate patient needs during COVID-19 have been reviewed and enhanced, with the intent that they have a more permanent status until such time that amended Standards of Practice are approved by Council. An important consideration is whether virtual solutions should be limited as an adjuvant measure to be used only when it is not possible to see the patient in person. Council reviewed DRAFT guidelines for virtual care and have approved the document for the purpose of a 60-day consultation with registrants.

Some perspectives shared during the discussion include:

- the guidelines may be technology driven, rather than respecting patient choice;
- guidance from regulators is different than what is being advocated by some professional groups. ACP's guidelines address what a pharmacist and pharmacy technicians must do; not how to do it;
- how do we differentiate between the use of technologies when enabling virtual care? Historic solutions have included telephone. Does advent of new visual technologies like Zoom create new and different opportunities?
- under the general section of the DRAFT guidelines, subsection 4 should recognize the limitations of some portals;
- should documentation requirements change for a virtual interaction?
- virtual care should be considered a way to the future.

MOTION: to approve the DRAFT guidelines for virtual care for the purpose of a 60-day consultation with registrants.

Moved by **Stan Dyjur**/Seconded by **Fayaz Rajabali**/CARRIED

Opposed: Peter Macek, Craig MacAlpine

3.5 Ministerial Order 645/2020 – Authorization to Perform Nasopharyngeal Swabs

This agenda item was tabled to the February 25, 2021 meeting of Council.

MOTION: to table Agenda Item 3.5 Ministerial Order 645/2020-Authorization to Perform Nasopharyngeal Swabs.

Moved by **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

4. Fiduciary

4.1 ENDS and Executive Limitation Policies and Reports

4.1.1 EL- 3 Financial Planning - DRAFT 3-Year Business Plan and Budget 2021

Registrar Eberhart presented the final budget for 2021 and estimates for 2022 and 2023, and reviewed the following priorities for 2021 approved at the September council meeting.

Priorities for 2021

- Implement new governance structure, including on-boarding of new council members, orientation, and board development.
- Implement a government affairs strategy that engages Council and other key leaders with key elected members of government.
- Complete implementation of Standards for Compounding Non-Hazardous and Hazardous Sterile Preparations, and Standards for Pharmacy Compounding of Non-sterile Preparations as per the compliance deadline for each priority set by Council.
- Complete initial development of IPG bridging program in partnership with Faculty of Pharmacy and Pharmaceutical Sciences.
- Begin implementation of the practice improvement program including referral criteria, rules, and other structures within the continuing competence program. The program will be developed iteratively through learning achieved in each case and evolution of the overall continuing competence program.
- Implement changes arising from amendments to the *Health Professions Act*.
- Implement changes arising from Fair Registration Practices Legislation and Labour mobility Legislation.
- Pursue government approval of legislative and regulatory amendments not approved in 2020.
- Conduct analysis on policies that Council identifies as being important to a relevant and modern practice framework.
- The Merlin Reignited project will complete all development, data migration, integrations and testing activity in 2021. The project will be 90% complete in 2021.
- Complete an environmental scan of mandatory centralized reporting (anonymous) of medication errors and develop a plan for reporting to support quality improvement in pharmacy practices.
- Implement plan to restructure and redevelop the Standards for Pharmacist and Pharmacy Technician Practice and the Standards for Operating Licensed

Pharmacies. Draft version of the SPPPT and the SOLP will be prepared for Council's approval for consultation by December 2021.

Following are changes to the 2021 budget since Council's review in September.

Revenues

- Revised the fee schedule for all three years based on an update on cost of living increases (COLA) from the Conference Board of Canada. 2021- 1.3%, 2022 - 2.4%, 2023 - 2.1%.
- Applied an additional 5.7% to all registrant related fees in 2021 with the exception of the technician permit fees which were adjusted by the additional 5.7% effective 2022. Note: the 2021 technician permit fees were approved in December 2019, therefore, the increase will apply to 2022.
- Fee increases are effective January 1 as per bylaw change.
- Revised revenue projections (e.g., number of registrants, pharmacies, additional prescribing applications).
- Included administrative fee income from licensee education courses provided through Queen's University.
- Reduced investment income to reflect current rates for GICs and investment savings accounts.

Expenses

- Reduced investment income to reflect current rates for GICs and investment savings accounts.
- Revised cost of living (COLA) rates for all three years based on an update from the Conference Board of Canada. 2021- 1.3%, 2022 - 2.4%, 2023 - 2.1%.
- Increased the daily maximum meal allowance rate to \$93.50 a per the Canadian government's public service employee travel directive of October 1, 2020.
- Registration Department - Reduced jurisprudence exam fee to new rate for online proctored exams.
- Competence Department - Reduced additional prescribing application assessment costs due to a reduced forecast for applications.
- Governance Department - Increased director's and officer's insurance premium.
- Communications Department – In the external affairs category, we eliminated APEX award expenditures in 2022 and 2023. The budget allocation for awards was retained in 2021 but did not specifically allocate the funds to the APEX award program.
- Operations Department - Eliminated the Customer Service Administrator position (1 FTE) and replaced it with an 0.5 FTE Office Assistant position in a lower salary range. Upon completion of the recruitment process, updated the salary for the Senior Operations and Finance Director.

Reserves

- Updated the projected surplus/deficit for the 2020 fiscal year.

Council proceeded to approve an increase to all registrant related fees in 2021 with the exception of the pharmacy technician permit fees which were adjusted by the additional 5.7% effective 2022. The 2021 pharmacy technician permit fees were approved in December 2019, therefore, the increase will only apply to the 2022 permit fees.

NOTE: ACP benchmarked ACP's annual permit fees with those assessed in other provinces. The fees after these increases, will place Alberta just below the median in other jurisdictions.

MOTION: to approve the 2021 budget, estimates for 2022 and 2023, and the 3 year business plan as per governance policy EL-3 Financial Planning.

Moved by **Christine Maligec**/Seconded by **Carmen Wyton**/CARRIED

Council reviewed and approved amendments to governance policy EL-4 Financial Condition to remove “section 2.5 Unexpected Expenses” in the amount of \$300,000. It was observed that ACP maintains an adequate residual through its policy on the unappropriated reserves that must be maintained.

MOTION: to amend governance policy EL-4 Financial Condition, by deleting the requirement of a \$300,000 reserve for “Unexpected Expenses”.

Moved by **Peter Macek**/Seconded by **Carmen Wyton**/CARRIED

4.1.2 E-2 Resource Allocation

This was addressed concurrently with Agenda Item 4.1.1.

MOTION: to approve the Schedule of Fees for the 2021-22 fiscal year, with the exception of the new annual permit fee for pharmacy technicians which will take effect January 1, 2022.

Moved by **Christine Maligec**/Seconded by **Stan/Dyjur**/CARRIED

4.1.3 GP-7 Council and Committee Expenses

This was addressed concurrently with Agenda Item 4.1.1.

MOTION: to approve amendments to governance policy GP-7 Council and Committee Expenses for the 2021 fiscal year.

Moved by **Don Ridley**/Seconded by **Christine Maligec**/CARRIED

4.2 Compliance Monitoring and Reports

4.2.1 Executive Limitations (EL) – Compliance Reports

Reports from the Registrar have been provided for each of the following Executive Limitation policies.

4.2.1.1 EL-6 Investments

Scott Ponich with TD Waterhouse; and ACP’s appointed investment counsel, Council about the status of the College’s investment portfolio, and how ACP has complied with its investment policy.

MOTION: to approve the External Report from ACP’s investment counsel for compliance with governance policy EL-6 Investments.

Moved by **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

4.3 Update on ACP Operational Plan – Facilitated by Laura Edgar

Laura Edgar, with the Institute on Governance, facilitated a discussion with Council about phase 1 of ACP administration’s operational plan to support the strategic plan. The operational plan is an administrative tool. The purpose of engagement with Council was to achieve commonality in interpretation and expectations between the Registrar and Council, prior to investing substantively in development and implementation of draft performance indicators. The plan anticipates significant investment in development; therefore, measurement of many KPI’s will not be feasible until later or at the end of the plan. This will provide time to develop context important to making the indicators more specific, anticipate benchmarks, and to include quantifiable measures.

4.4 Business of Council

4.4.1 Review and Approval of Bylaw Amendments

In September 2020, Council approved bylaws for the purpose of consultation with registrants and stakeholders. The bylaws must be amended to provide a governance structure that meets the new requirements of the *Health Professions Act* that come into effect April 1, 2021. Council reviewed and deliberated feedback received, and considered additional comments from Council Members at the council table. Concern was raised about the increase in the number of public members required on Council, however most registrants supported the bylaw amendments.

Council approved the amendments to ACP's bylaws; therefore effective April 1, 2021, Council will consist of five elected pharmacists, two elected pharmacy technicians, and seven public members appointed by the Minister of Health. The bylaw amendments also impact existing elected pharmacist positions on council for District 3 (Edmonton) and District 5 (Calgary). Positions that are up for election in the spring of 2021, will be rescinded effective April 1, 2021.

The bylaw amendments expand the role of ACP's Nominating Committee to assist Council by identifying a slate of candidates to be considered as potential nominees for election to Council.

MOTION: to approve the amendments to ACP's bylaws effective January 1, 2021.

Moved by **Stan Dyjur**/Seconded by **Fayaz Rajabali**/CARRIED

Opposed: Craig MacAlpine, Judi Parrott

On Friday, December 11, 2020, Registrar Eberhart sought consent from the movers of the above motion, and subject to Council approval, to amend the chart in "Section 5.1 Representation – Pharmacy Technicians" for District A, that currently reads "Election to be held every third year after 2021" to read "Election to be held in 2021 and every third year thereafter". The purpose of the amendment is to bring clarity that an election will be held in 2021. Acceptance of the amendments to the bylaws was reached by consensus of Council.

Registrar Eberhart also sought approval from Council to amend the coming into effect dates, so as to differentiate that for Section 60 of the bylaws coming into effect will be January 1, 2021, and the remaining sections of the bylaws to come into effect on February 1, 2021.

MOTION: to bring amendments to Section 60 of ACP's bylaws into effect January 1, 2021.

Moved by **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

MOTION: to bring amendments for the remaining sections of ACP's bylaws into effect February 1, 2021.

Moved by **Christine Maligec**/Seconded by **Peter Macek**/CARRIED

4.4.2 DRAFT Review and Approval of Nominating Committee Terms of Reference

The approved amendments to ACP's bylaws expands the roles and responsibilities of the Nominating Committee. At the direction of Council, the Executive Committee proposed amendments to the Terms of Reference for the Nominating Committee in context with amendments to the bylaws. Council reviewed and approved the amended Terms of Reference for ACP's Nominating Committee. Council will meet prior to February 1, 2021 to consider

criteria and processes for the selection and nomination of council members. Core to Council's deliberations will be ACP's values of integrity, respect, transparency and accountability

MOTION: to approve the amended Terms of Reference for ACP's Nominating Committee. Moved by **Peter Macek**/Seconded by **Don Ridley**/CARRIED

4.4.3 Report from the Competence Committee

Loren Voice, Competence Committee Chairperson and Pamela Timanson, ACP's Competence Director, provided a semi-annual report to Council, providing review of the Committee's activities and trends observed. They observed that some regulated members' practices that are currently under review by the Committee indicate:

- a struggle to meet the standards of the Continuing Competence Program,
- a lack of understanding about and demonstration of professional behaviours, and/or
- practice deficiencies exacerbated by isolated practices.

Other observations made in their presentation and through the discussion of Council include:

- trending amongst pharmacists and pharmacy technicians are showing similar patterns;
- some individuals are part of the program for long periods of time. While it was observed that some registrants struggle with engagement, and consequentially commitment; this was observed as being unacceptable;
 - what policies must Council consider to narrow the period that individuals are being monitored, mentored, and evaluated within the program;
- can ACP use its resources more effectively by identifying vulnerable registrants through alternate means, rather than random selection from annual permit renewal processes;
- Council would like to have a discussion about how we determine prescribed learning. It was suggested that this be placed on the March council agenda. Council felt that they need to provide leadership by changing the discussion:
 - are we identifying the right people?
 - are we making a difference?
 - are we addressing the right number of people?
 - how do we decrease the amount of time that a registrant is permitted within the program?

Over the next five years, enhancements will be made to the Continuing Competence Program (CCP) that will include a new Practice Improvement Program to support regulated members whose practices expose vulnerability to patients and themselves. Enhancements to the CCP will be guided by ACP's "Tenets of Professionalism".

5. Evaluation of Meeting

Council reflected on their personal and collective performance at each meeting.

5.1 Evaluation of Council Member Performance

Council members reviewed their personal performance using the evaluation tool from the Governance Centre of Excellence. Council encourages a variety of viewpoints and the purpose of the evaluation is to continuously improve the effectiveness of Council as a whole and, as value insight to support improvement with its orientation program and board development sessions.

Council discussed one and another's comments, and agreed that its discussions are future focused; and that Council is only reactive when current issues dictate. President Lyons thanked Council for including their written comments supporting their evaluations and encouraged them to continue to do so. Council expressed interest to obtain trending of Council's performance evaluations to ascertain the merit of continuing to use this tool or to consider other opportunities and tools to evaluate council member's personal performance. Trending will be reviewed after the new council comes into effect and has the opportunity to submit several evaluations.

5.2 Summary of Results for the November 13, 2020 Council Meeting

A summary of the November 13, 2020 council meeting evaluation was circulated with the agenda for information. President Lyons thanked Council for contributing their reflections and insights in the survey; emphasizing the value of their specific comments which provide important context for their responses.

Administration was asked to try graphing/trending data received from Council over a period of time as it is the trends that can be more informative than responses received at individual meetings. If particular indicators are consistently rating high, or performance is not changing, this may provide an opportunity to have discussion about why this is occurring, and maybe whether the indicator needs changing.

5.3 Self-Evaluation of Council Performance at this Meeting

President Lyons reminded Council Members to complete the electronic meeting survey for collation and review at its next council meeting. Council will receive an email from Leslie Ainslie immediately following the meeting providing access to the electronic meeting evaluation form.

6. Adjournment

6.1 Forthcoming Events and Council Meeting Dates

- January 28, 2021 - Videoconference Meeting of Council (morning)
- February 25, 2021 – Board Development (morning via videoconference)
- February 25, 2021 - Videoconference Meeting of Council (afternoon)
- March 25-26, 2021 - Videoconference Meeting of Council
- May 2021 - Videoconference Meeting of Council (date to be determined)
- June 8-9, 2021 - Council Meeting, Edmonton (1.5 days)
- June 9, 2021 - Celebration of Leadership and Installation of President, (evening)
- June 9-11, 2021 - Leadership Forum, Edmonton

6.2 Adjournment

The business meeting of Council adjourned on December 11, 2020 at circa 9:18 a.m.

Moved by **Irene Pfeiffer**/Seconded by **Christine Maligec**