



College of Veterinarians of British Columbia

ANNUAL REPORT



2020

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President's Report

Dr. Josh Waddington



CHANGE....a word that is often used in Presidents messages, and I would have to say that as I consider this past year of the CVBC, it is a word that seems particularly and uniquely appropriate. Change and Challenge.

As I reflect on the last year and a half on Council, and 7 months of my term as President, the CVBC has faced and overcome some major challenges and obstacles to what it is that we do, who we do it with, and how we do it. From losing our CEO/Registrar and CFO on March 2, to the installation of new councillors and executive on March 6th (our last in-person Council meeting), to Coronavirus and COVID-19 changing the world as most of us know it on March 13th, it would be a bit of an understatement to say that March came in like a Lion..... (we are still waiting for the Lamb part!).

In adversity, it can be easier to see where strengths lie. We as an organization have been so fortunate over the last 7 months to have had our Deputy Registrar Dr. Stacey Thomas as a constant, steady influence on all things CVBC. Stacey took over as Acting Registrar in early March and steered Council and staff during those critical weeks of unprecedented change. We could not have done it without her.... thank you, Stacey.

Dr. Jane Pritchard, the Chief Veterinarian of BC, and the Executive Director of the Plant and Animal Health Branch of the BC Ministry of Agriculture until her retirement this last March, has so graciously and seamlessly stepped into the role of Interim Registrar, and helped to guide the College and our profession through the ever-shifting landscape of COVID-19, among the many other challenges of the past 6 months. Thank you, Jane.

Our CVBC office staff has so ably weathered the challenges as well. They have remarkably continued the core functions of our self-governance mandate through the transition of a significant portion of the management staff, while at the same time adapting to a 'remote and distance' model of their workplace. From managing new registrations, to virtual and creative facilities inspections, to addressing complaints and hearings, to all of the management of committee involvement and functions....we are fortunate to have their skill and dedication, and thank you to all!

On behalf of the CVBC I want to sincerely thank all of our dedicated registrants, and public members who work so diligently through their involvement on Committees (Registration, Continuing Competency, Investigations, Discipline, and Practice Facilities Accreditation). These are the people who keep this College relevant. Without this involvement, and continued renewal, the College cannot fulfill our core mandate of ensuring and supporting the qualifications and competence of our registrants and the facilities they practice out of, and therefore the protection of the public that is the core of what we do. Lastly, as the President of the Council these last 7 months, I feel so fortunate to have such an engaged and talented Council to work with. Individually and collectively, Council has met the challenges faced with enthusiasm, energy, and consummate skill. I am privileged to be a part of such an incredible group!

It would be easy during this tumultuous time to shrink our focus, but Council and the College continues to look ahead, and to plan for 2021 and beyond. As we look ahead, there are a number of initiatives that the College is undertaking to continue our work to improve our organization and its ability to carry out our self-governance mandate.

- We are in the early stages of our executive search for a permanent Registrar and CEO. Dr. Pritchard is contracted with us into next spring, and in the interim period we would hope to have found and secured a permanent Registrar to help this organization move forward. To that end the CVBC has engaged the executive recruitment firm of Watson Inc. to help us navigate this process. <https://www.watsoninc.ca/>.

President's Report continued...

- We have begun the process of a Strategic Plan for the College, in order to provide direction and continuity as we look forward to the next years of delivery of our mandate. This process is being aided and guided by Vantage Point, who is facilitating stakeholder engagement and process development, with a plan to have a guiding document in place early in 2021. Your input on the Strategic Plan would be greatly appreciated through the Registrant Survey which is running from November 4th through November 15th. Check your inbox for an invitation and the link to participate.
- We were in the process of changing the software platform that the CVBC uses to manage the disparate functions of the College when all of the changes of March occurred. With some slight pauses and hiccups, our staff have continued this difficult transition, which we are thankfully close to finalizing this change. Our new website and online payment system should be functional for this coming year-end.
- We continue to foster positive relationships with our sister organizations, the Society of BC Veterinarians (SBCV) and the Canadian Veterinary Medicine Association (CVMA), where we coordinate and communication important issues such as COVID-19 news and guidance documents, animal welfare issues and functions, veterinary student engagement, and veterinary recruitment and provincial quotas, among others.
- In order to address the chronic shortage of veterinarians, we are looking toward some novel changes to assess how internationally trained veterinarians are welcomed into our College, and profession. Stay tuned...

Lastly, it would not be a President's message without an entreaty for involvement. It is natural and understandable for us as veterinarians to focus on our patients, our clients, our practices, our families. However, this last year and half has made me realize how vital it is that we as registrants are involved in the delivery of our mandate, and the more talented and dedicated people we involve, the better we function as an organization, and professional collective. So please, consider how you can be involved.... and then do it! We will find a place for your time and talents!

Treasurer's Report

Mr. Christopher Finding

Overall, the financial position of the College remains solid. The June 30, 2020 consolidated statements reflect prudent financial management by the College. This year, there was a large focus on developing and improving our registrant database and registration system and an expenditure of \$207,000 was made relating to these efforts. Going forward, excess funds will be dedicated to improving policies, developing a strategic plan, and ensuring we have sufficient reserves for uninsured claims. Compared to last year, total revenue increased this year by \$192,000 or 7.4%, of which 6.6% was due to an increase in registration numbers. Expenses increased as well, by \$204,000 or 9.1%. Salaries and benefits costs were up this year, due to transitions and changes in staffing levels. Meetings and inspection costs have decreased from the prior year largely due to COVID-19 and are anticipated to increase in the future.



Cash on hand has increased from the prior year as the funds previously held in term deposits matured before year-end. Subsequent to year-end, funds have been re-invested in GICs, however, the return on investment is expected to be decreased from the prior years due to the lower interest rates. As at year-end, we had approximately \$3M in conservative, cashable term deposits. As of June 30, 2020, the College had net assets of \$3,282,841, an increase of \$306,302 over last year. I am confident that the College is currently in a financially stable position and appreciate the diligence that the Registrar and her team apply to running the College efficiently to serve the public interest.

Registrar's Report

Dr. Jane Pritchard, BA, DVM, MVetSc



2020 has been a year of considerable change for everyone, including the CVBC:

New Council and Staff Members

Since the 2019 Annual General Meeting, new Council elections were conducted to fill 3 veterinarian member vacancies. CVBC registrants elected Drs. Maarten Hart (returning Council member), Michele Martin and Jane Mancell to Council, though Dr. Hart subsequently found it necessary to resign his position.

The first meeting with of the year occurred on March 6, 2020. The current Council membership is:

- Dr. Josh Waddington, President
- Dr. Doris Leung, Vice-President
- Mr. Chris Finding, Treasurer
- Ms. Lori Charvat
- Mr. Gian Sihota
- Dr. Michele Martin
- Dr. Jane Mancell
- Mr. Gary Kobayashi (appointed by the Ministry of Agriculture in June 2020)

The Registrar's Office also experienced change early in 2020 with the departure of the CVBC's Registrar & CEO, General Legal Counsel, and its Chief Financial Officer. Consequently, in Spring 2020 we welcomed several new members to our team:

- Ms. Irina Sear CPA, CA as Financial Controller, CFO
- Ms. Camille Karlicki LLB as CVBC General Counsel and Head of Complaints
- Dr. Jane Pritchard BA, DVM, MVetSc as Interim Registrar

Financial Update

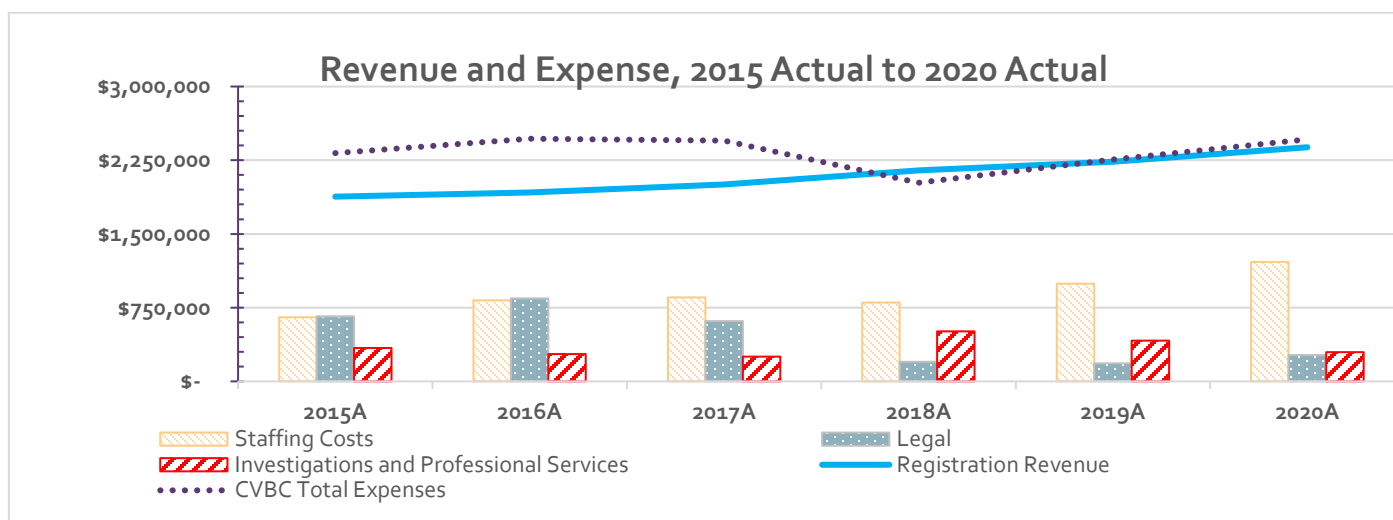
At this time fees will remain unchanged.

The College has introduced some financial and staffing efficiencies; however, the impact of the pandemic in March resulted in challenges that could not have been anticipated. Some of the impacts have been cost saving, such as moving to virtual meetings and avoiding travel costs, but at the same time some of the challenges of COVID-19 required more frequent meetings which partially countered the savings. Some of the pandemic challenges have introduced additional unanticipated costs including moving to virtual invigilated by-law exams. Some challenges have not been solved and at this point costs have only been deferred until accommodations can be made. This is the case with the costs of in-person practice facility renewal inspections. With work from home options in place, the footprint of the office has been supportive of physical distancing. When we come out of the pandemic and staff increasingly returns to the worksite, we are aware that we do not have workspace for all employees. At this time, we are waiting to see how much a transition away from work at home options will be occur moving forward.

Registrar's Report continued...

I am happy to share that despite the considerable upheaval this year, the annual audit in August 2020 was uneventful thanks to the supreme effort in preparing by our new Financial Controller and Bookkeeper. The College is moving to developing and consistently applying stronger written policies around financial processes with more stringent and frequent oversight and tracking of expenses. Membership revenue is the major source of income for the operation of the College and this is and will continue to be a challenge to pin down for the audit due to the constant and daily flux in membership categories of our more than 2000 registrants. The auditors have recommended some policy changes that we feel are helpful and will be adopted as part of the process of improvement. The auditors agreed that the Strategic Planning process the Council is going through will also help inform financial policy development.

Below is a table of major expenses and registration revenues over the past since 2015.



Regulatory Issues

The mandated focus of the College is on self-regulation and at the core of this is protection of the public through appropriate oversight as laid out in the Veterinarians Act, the CVBC Bylaws and our Standards and Guidelines. Last year the in-person CVBC meeting presented information on the Harry Cayton Report which has been applied widely and accepted by the BC Legislature. This report clarifies that the professional Colleges do not belong to the professions but to the public and must be relentless in their protection of patients and the public and to demonstrate transparent accountability at all times.

In August of 2020 the BC Ministry of Health released recommendations following a consultative process over the Harry Cayton Report. <https://www2.gov.bc.ca/assets/gov/health/practitioner-pro/professional-regulation/recommendations-to-modernize-regulatory-framework.pdf>

Additionally, the Ministry released a diagram of the recommended model for professional self-regulation. This depicts the social contract under which the government delegates regulation and governance to professions while maintaining oversight. <https://www2.gov.bc.ca/assets/gov/health/practitioner-pro/professional-regulation/modern-regulatory-framework-diagram.pdf>

These recommendations and the model will help all registrants understand the role the College must play in insuring the process of self-regulation of veterinarians in BC. Practising a profession is considered a privilege, not an entitlement in BC, and self-governance is a professional privilege that we as veterinarians must value and protect.

Registrar's Report continued...

Collaboration with the Society of BC Veterinarians

Despite the change in our mandate, removing previous roles in continuing education and support for the registrants, it is recognized that the College remains in a unique position with respect to these roles. Strategic planning will help clarify how to action this. The College is committed to continually promoting a collegial and helpful relationship with the Society of BC Veterinarians (SBCV) as this is seen to be beneficial for the registrants and the public.

In 2020, the CVBC and the SBCV collaborated on insuring timely and appropriate sharing of information and guidance material on the impact of COVID-19 on practice facilities with all registrants. We have also supported the SBCV in providing CE targeted to priority issues for registrants and in providing the SBCV access to all registrants through the CVBC newsletters.

The College also liaises with other organizations, such as the British Columbia Veterinary Technologists Association (BCVTA), the Canadian Council of Veterinary Registrars (CCVR), the American Association of Veterinary State Boards (AAVSB) and other regulators within the province as we strive for continual improvements in our processes. Lastly and importantly, our Ministry provides oversight and is a sounding board for issues facing the College and the veterinary community.

In Conclusion

Despite what felt like the worst of times in 2020, the CVBC staff has served the registrants with tireless dedication, innovation, and responsiveness. They have been supported by the Council and Committee members that are motivated to move forward in the protection of the public by licensing and regulating our profession in a transparent and sustainable manner. At the core of this organization is the wish to stimulate public trust and to foster ethical profession standards, while working within the resources we hold.

We wish to thank all the registrants who contribute to the CVBC, who share their ideas, and who remind us of the importance of our work and who inspire us to improve. We especially want to thank those registrants that find the time and patience to step forward and participate in the self-governance of veterinarians in BC in support of our mandate.

Complaints Report

Report from the Chair of the Investigation Committee, Dr. John Bratty:

Like everyone else at the CVBC, in our profession, and society at large, the Investigation Committee has been buffeted by Covid-19 and by the inevitable ebbs and flows of people coming and going from the organization. Nevertheless, we are not just surviving, but thriving. I can hardly express how impressed I am by the dedicated team of inspectors and staff in the CVBC office who toil to organize our activities and investigate the complaints we receive from the public. This is a core function and a large task at the CVBC.

There is plenty of challenge. The Investigation Committee meets generally 8 times a year and considers the reports prepared by staff for 10-15 unrelated cases at each meeting. Options for the IC are to dismiss the complaint (some of these will be dismissed with a letter of advice to the registrant), to negotiate an agreement with the registrant to acknowledge deficiencies and make some improvements ("remedial action by consent, RAC"), or refer the case to the Discipline Committee for a formal hearing that could lead to sanctions ("citation"). The IC itself does not impose any non-consensual sanctions. Generally, citation is only considered if agreement on a RAC cannot be reached, or in special circumstances where RAC would not be appropriate.

Complaints Report continued...

The CVBC has been receiving roughly 110-120 complaints from the public annually in recent years. Perhaps 10 percent of these are not in need of investigation as judged by an assessment at intake based on criteria specified in the Veterinarians Act. The remainder require meticulous investigation, a task carried out by the CVBC staff of veterinary and lay inspectors. Some cases involve multiple veterinarians, so there is a boost to the number of complaint files when they are counted at the level of the veterinarians involved (as presented in the accompanying summary).

Primary challenges are keeping up with the volume of work required to move the cases forward without undue delay and working out what to do with the more complex cases. Our process is primarily remedial, not punitive, and we generally seek to use CE to remediate identified deficiencies in practice. Outgoing IC chair, Dr. Cathy Wilkie, reported to you last year about our struggles to improve the practice of registrants who we may suspect have more broad-based weaknesses by exploring mentorship models of skill improvement. This remains a work in progress, but we are feeling our way with some cases moving in this direction. There will need to be a more formal and better organized scheme if this approach is to mature into a robust tool, as there is currently no mechanism for this in the Veterinarians Act.

As the new chair of the IC, I am committed to building on the dedication of those who have come before and the staff in the CVBC. I am interested also in the efficiency and effectiveness of the IC and I hope to see our work evaluated against appropriate yardsticks with a view to seeing us achieve continuous improvement in the execution of our mandate of public protection.

I would like to thank Dr. Wilkie and our two other retired members, Dr. Geoff Gaunt and Mr. Gian Sihota for their stints with the IC that ended this year.

Investigation Committee Members (Current): Dr. John Bratty (Chair), Dr. Clare Tompkins, Dr. Joanne Weetman, Dr. Saman Moaveni, Dr. Parmjit Dhillon, Dr. Janet MacLean, Dr. Terry Chatton, Dr. Janet Sunstrum, Ms. Alison Paine, Dr. Rosamund Harrison (public member) and Dr. Shawn Llewellyn.

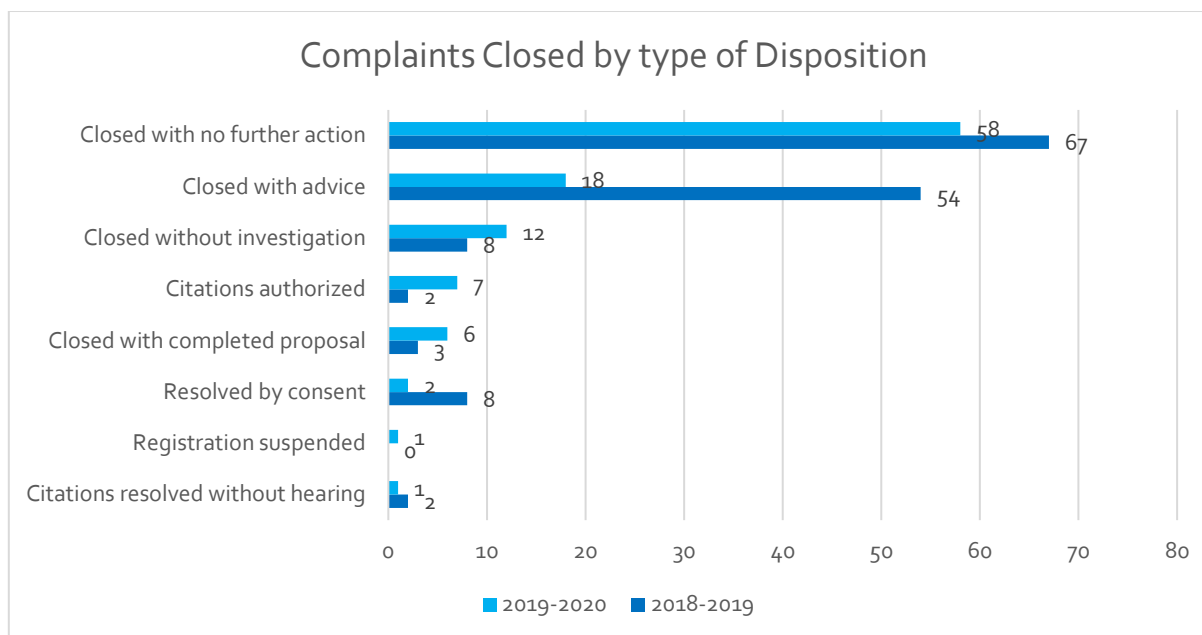
Investigation Committee Meetings: The Committee held 5 in person meetings in the 2019/2020 year, as well 4 held by teleconference / videoconference.

Complaint Resolution: The Investigation Committee received 129 new complaints* and closed 105 as follows:

- Pursuant to s.57(2) of the *Veterinarians Act*:
 - 57 complaints were closed with no further action (conduct or competency satisfactory pursuant to s. 57(2)(c)).
 - 1 complaint was closed with no further action (dealt with in another proceeding pursuant to s. 57(2)(b)).
 - 18 complaints were closed with a letter of advice for the registrant.
 - 6 complaints were closed upon receipt of an acceptable proposal from the registrant.
- Pursuant to s. 57(1)(c) of the *Veterinarians Act*:
 - 2 complaints were resolved by negotiated consent agreement
- 12 complaints were dismissed without investigation pursuant to s. 51 of the *Veterinarians Act*.
- 7 citations were authorized.
- 1 prior citation was resolved without a hearing.
- 1 registration was suspended pursuant to s. 65(2)(b).

*Complaints made against 2 or more registrants are counted as multiple files.

Complaints Report continued...



Continuing Competence Committee

Report from the Deputy Registrar, on behalf of the Continuing Competence Committee which was temporarily without a Chair at the time of the report:

Highlights for the last year:

1. The Committee's CE Approval Criteria policy was approved by Council and has been implemented since January 1, 2020.
 - Using the policy as a guide, the office has received and processed 18 applications for CE approval since the policy was published in October 2019; applications have been submitted by both session hosts/providers and by interested attendees.
2. In response to changes in CE availability resulting from the pandemic, the Committee undertook to revise the policy in August, to expand the eligibility criteria for online CE sessions. This revision was present to and approved by Council on October 23, 2020 and has been published on the website.
3. The Committee is in the midst of developing a randomized CE auditing process.

Continuing Competence Committee continued...

Focus for the Future:

1. The development of an auditing process is expected to be finalized in the next few months
 - Initial audits will focus on those registrants who fail to document a full 30 CE hours in their online registrant account for the 2019-2020 Cycle
 - After the completion of the next 2-year cycle (2021-2022), the Committee will implement randomized audits
2. Beginning with the end of the next 2-year cycle (2021-2022), if a registrant has not reported the required 30 CE hours for that cycle, registration renewal will not be possible, as intended by the CVBC bylaws (s. 2.28)

Continuing Competence Committee Members (Current): Dr. Nick Kleider (Chair), Dr. Emma Turner, Dr. Lisa Yee, Mr. Christopher Finding (public member), Dr. Theresa Burns, Dr. Laura Sitter and Dr. Roey Kestelman.

Continuing Competence Committee Meetings: As needed, by teleconference / videoconference.

Discipline Report

Report from the Chair of the Discipline Committee, Dr. Ian Welch:

The role of the Discipline Committee is to consider citations authorized by the Investigation Committee. The committee acts in accordance with the [terms of reference](#).

COMMITTEE MEMBERS

Retirements

Ms. Maureen Baird resigned from her position, effective December 20, 2019. **Dr. Al Runnells**, former chair of Discipline Committee, retired effective June 30, 2020 after reaching his maximum term. **Dr. Alan Hoey** retired from Discipline Committee effective September 11, 2020, after reaching his maximum term.

We would like to thank these members for their years of service on the committee and wish them well.

Appointments

Dr. Ian Welch has been appointed as chair of the Discipline Committee, effective June 30, 2020.

New Members

Dr. Tatjana Mirkovic has been appointed to the Discipline Committee effective December 6, 2019. Dr. Mirkovic attended Brandon University in Manitoba and received DVM from Western College of Veterinary Medicine in 2000. In 2004, Dr. Mirkovic is a Diplomate of the American College of Veterinary Internal Medicine. Dr. Mirkovic returned to Canada in 2004 and worked as a specialist in small animal internal medicine in private practice. In 2011, she launched her own mobile consulting practice.

Dr. Teresa Cook has been appointed to the Discipline Committee effective June 30, 2020. Dr. Cook graduated from WCVI in 2005 and is the current Regional Manager of BC SPCA in Northern BC. Currently, Dr. Cook is working to obtain her special provincial constable status. Furthermore, Dr. Cook has personal knowledge of the complaints process from being a registrant at the SVMA.

Discipline Report continued...

Mr. Brad Kielmann joined the Discipline Committee effective July 17, 2020. Mr. Kielmann has over a decade of trial experience. Furthermore, Mr. Kielmann has experience conducting summary conviction appeals with the Mental Health Review board and adjudicating disputes, on a discipline and ethics committee, as a risk manager conducting disciplinary hearings.

Dr. Geoff Gaunt moved from the Investigation Committee to Discipline Committee effective June 30, 2020. Dr. Gaunt graduated with his DVM from WCVB in 1979. He practiced for one year in Ontario, and practised in BC from 1980 to 2016 in a mixed practice.

When a citation is directed by the Investigation Committee, the Discipline Committee will appoint a 3-member panel to preside over the discipline hearing. Each panel is comprised of 1 public member and 2 registrant members.

Over the last year, three active discipline matters had some of their scheduled hearing and/or pre-hearing motions deferred in response to the COVID pandemic. Seven new citations were issued by the Investigation Committee in the last year, some of which are awaiting hearing dates, and/or pre-hearing conferences.

Discipline Committee Members: Dr. Ian Welch (Chair), Dr. Carsten Bandt, Dr. Dalwinder Toor, Dr. Paul Kennedy, Mr. Herman Van Ommen, Q.C. (public member), Mr. Keith Bracken (public member), Dr. Ruth Kennedy, Dr. Tatjana Mirkovic, Dr. Geoff Gaunt, Dr. Teresa Cook and Mr. Brad Kielmann (public member).

Practice Facility Report

Report from the Chair of the Practice Facility Accreditation Committee, Ms. Kim Holbrow:

The role of the Committee is to assess existing, new, philanthropic, and renovated Veterinary Practice Facilities to ensure all Facilities meet the current minimum standards for operations as set out in the current CVBC bylaws. The PFAC has met exclusively by teleconference, but is trialing videoconferencing.

Covid Update:

- In light of the global pandemic, in person facility inspections were suspended in March to ensure the health of both our inspectors and our registrants. In April the College approved the use of virtual inspections to grant provisional approval for new facilities to operate until in-person inspections can resume.
- The College and Committee have recently approved temporary and limited use of virtual inspections for existing facilities with the power to grant full accreditation in place of in-person inspections. This will alleviate the backlog of facilities that are due for routine inspections until such time that in-person inspections are deemed safe.

Issues:

- PFAC has dealt with a number of compliance issues with several practices over the last year. Most have been met with cooperation by the Designated Registrants.
- There is a growing number of new facilities on extended provisional approval to operate until in-person inspections can continue.
- One practice had its provisional approval to operate revoked for failure to correct outstanding deficiencies and to respond to repeated communications from the College. The Designated Registrant has appealed the decision to Council.
- One practice remains on Limited Accreditation.

Practice Facility Report continued...

Accomplishments:

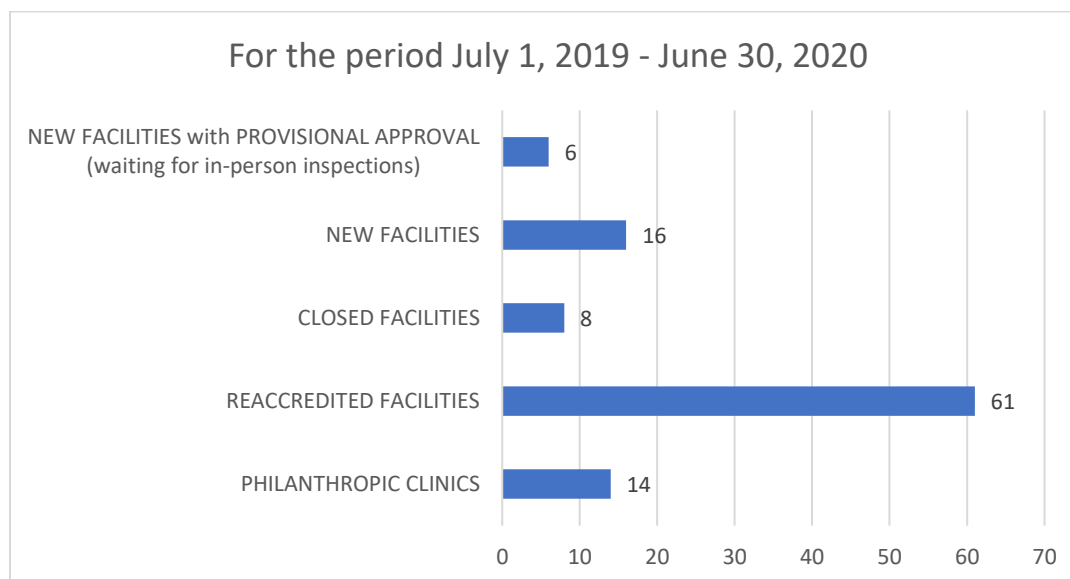
- The majority of practices inspected have minor discrepancies that are quickly remedied by the Designated Registrant. The most common issues pertain to controlled drug monitoring, medical record standards, anesthetic monitoring/recording, medical refrigeration temperature monitoring, and public access to prescription medication storage areas.
- Practice Standards continue to be routinely met and PFAC has seen improvement in the number of discrepancies on our inspection reports.
- With appropriate delegation to both the Panel and the Registrar, PFAC is comfortable decreasing meeting frequency to every 5-6 weeks rather than every 4 weeks.

Focus for the Future:

- We will continue to work through COVID safety guidelines to maintain our Practice Facility Standards.
- We will continue working through the inspection cycle for existing practices, as well as assessing new and philanthropic practices as needs arise.
- We will work with the CVBC in the role of regulating the profession

Practice Facility Accreditation Committee Members: Ms. Kim Holbrow (Chair), Dr. Ian Welch, Dr. Josh Waddington, Dr. Megan Broschak, Dr. Elizabeth Davis and Dr. Gurmeet Bhullar.

Practice Facility Accreditation Committee Meetings: The Committee held 12 meetings via teleconference or videoconference in the 2019/2020 year.



Registration Report

Report from the Chair of the Registration Committee, Dr. Carsten Bandt:

Registration Committee Role: To consider applications for registration referred by the Registrar and to oversee the Bylaw and Ethics Exam process.

Issues:

- Developing policies for applications who do not qualify for full registration.
- Due to the Covid-19 crisis a variety of issues have appeared starting in early spring. The cancellation of the bylaw exam, the inability of some candidates to get University documents in a timely manner and due to travel restrictions the Registration Committee had to come up with some short term and long term solutions this year.
- With impending graduation of new veterinarians, the Registration Committee was faced with a larger cohort of stalled applications in a time when communities may find themselves even more in need of an influx of new registrants.
- The Committee discussed a variety of short-term solutions this spring and we decided to grant provisional registration to candidates with pending bylaw exams.
- The Registration Committee will consider applicant requests for *Provisional Active Registration* (pursuant to Bylaw s. 2.8) until it is deemed safe to resume in-person exam sessions or an alternate acceptable method of administering the exam is established.
- Eligibility for Committee consideration for a Provisional Registration decision requires that:
 - The application must be otherwise complete (all application requirements established in the bylaws and the CVBC's Application for Registration form must be satisfied).
 - The applicant has independently reviewed the *Veterinarians Act* and the CVBC's bylaws and standards.
 - This temporary Registration Committee Policy was approved by Council on April 14th, 2020.
- Some candidates for registration had problems receiving their diplomas due to University shutdowns, we discussed to instead accept a University letter for "Confirmation of Degree".
- A Registration Committee Panel was discussed and approved to handle some of the registration applications in a faster way. The members are recruited out of the Registration Committee and vote by e-mail on pending applications.

Highlights (or Decisions):

- The Committee met 9 times during this year by telephone or video conference.
- The Committee reviewed, discussed and granted 47 provisional registration applications which the Registrar referred to the Registration Committee.
- The subpanel 'Registration Committee Panel' granted 11 provisional registrations since the Panel was formed in August.
- The Registration Committee made 10 registration decisions during the last year.

Focus for the Future:

- Aligning registration decisions with national trends.
- Improving exam accessibility.
- Working on long term solutions (both to help us get examinations completed expediently once we have a long-term solution – eg. if provisional registration is decided to be the best short-term solution and just moving us into the future):
 - Working on moving the bylaw exam to remote invigilation of exams via testing centers (eg. Sylvan, or others) like the NAVLE is administered.
 - Developing an online testing process.

Registration Report continued...

Registration Committee Members (Current): Dr. Carsten Bandt (Chair), Dr. Ricardo Bonafine, Dr. Denise Phipps, Dr. Trevor Reeves, Dr. Doris Leung, Dr. Tejpal Bhatia, Dr. Talwinder Dhanjal and Ms. Katherine Crosbie (public member).

Registration Committee Meetings: As needed, by teleconference/videoconference.

	New (as of Oct. 15, 2020)	Total	New (2019)
Private Practice	102	1,701	142
Specialty Private Practice	3	25	0
Public Sector	1	25	1
Non-Practicing	0	32	0
Temporary	4	6	6
Retired		296	
Life		4	
Total number of Registrants	110	2,089	149
Class Changes			
From Inactive to Active	24		
From Active to Inactive	58		
Total number of class changes	82		

Financial Statements

**College of Veterinarians of
British Columbia**
Consolidated Financial Statements
For the year ended June 30, 2020

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Independent Auditor's Report

To the Council of the College of Veterinarians of British Columbia

Opinion

We have audited the accompanying consolidated financial statements of the College of Veterinarians of British Columbia (the Entity), which comprise the Consolidated Statement of Financial Position as at June 30, 2020 and the Consolidated Statements of Operations, Changes in Net Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the College of Veterinarians of British Columbia as at June 30, 2020 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.



As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia

October 23 2020

College of Veterinarians of British Columbia
Consolidated Statement of Financial Position

As at June 30 **2020** **2019**

Assets

Current

Cash (Note 2)	\$ 1,431,672	\$ 299,455
Accounts receivable	5,591	7,545
Losses recoverable (Note 6)	47,507	10,257
Prepaid expenses	13,123	26,310
Income taxes recoverable	-	899
GST receivable	-	8,612

1,497,893 **353,078**

Portfolio investments (Note 3)	3,009,926	3,923,337
Property and equipment (Note 4)	280,203	138,209
Recoveries on provision for unpaid losses (Note 6)	96,802	228,308

\$ 4,884,824 **\$ 4,642,932**

Liabilities and Net Assets

Liabilities

Current

Accounts payable and accrued liabilities	\$ 254,149	\$ 282,196
GST payable	66,430	-
Deferred registration fees	1,171,566	1,135,194
Provision for unpaid and future claims (Note 6)	109,838	249,003

1,601,983 **1,666,393**

Net assets

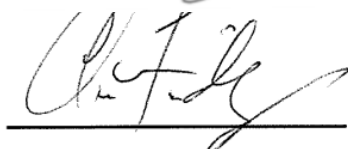
Unrestricted	3,014,498	2,849,233
Invested in property and equipment	280,203	138,209
Deficit of Captive Insurance fund	(11,860)	(10,903)

3,282,841 **2,976,539**

\$ 4,884,824 **\$ 4,642,932**

Approved on behalf of the Council:

 Signature Council President Title

 Signature Treasurer Title

The accompanying notes form an integral part of these consolidated financial statements.

College of Veterinarians of British Columbia
Consolidated Statement of Operations

For the year ended June 30	2020	2019
Revenue		
Registration fees	\$ 2,382,225	\$ 2,235,589
Registration	96,170	107,100
Inspections	121,743	80,879
Interest	118,166	62,468
Examinations	35,700	54,950
Fines and penalties	13,476	30,696
Other	936	4,829
	2,768,416	2,576,511
Expenses		
Salaries and benefits	1,215,687	994,383
Office and other	244,388	268,335
Professional consulting services	170,926	265,823
Legal services	269,394	182,709
Regulatory investigations	126,434	149,772
Meetings	117,253	145,914
Computer services	157,942	129,810
Amortization	80,958	57,483
Insurance	49,678	46,789
Staff development	23,134	15,735
Captive management fees	13,789	13,387
Interest on long-term debt and capital lease	11	1,811
Paid claims and provision (recovery) for unpaid and future claims	(7,480)	(14,243)
	2,462,114	2,257,708
Excess of revenues over expenses before income taxes	306,302	318,803
Income tax recovery (expense) (Note 5)	-	(19)
Excess of revenues over expenses	\$ 306,302	\$ 318,784

College of Veterinarians of British Columbia
Consolidated Statement of Changes in Net Assets

	Unrestricted	Invested in Property and Equipment	Captive Insurance Fund	2020	2019
Balance, June 30, 2019	\$ 2,849,233	\$ 138,209	\$ (10,903)	\$ 2,976,539	\$ 2,657,755
Excess (deficiency) of revenues over expenses	388,217	(80,958)	(957)	306,302	318,784
Interfund transfers	(222,952)	222,952	-	-	-
Balance, June 30, 2020	\$ 3,014,498	\$ 280,203	\$ (11,860)	\$ 3,282,841	\$ 2,976,539

The accompanying notes form an integral part of these consolidated financial statements.

College of Veterinarians of British Columbia
Consolidated Statement of Cash Flows

For the year ended	2020	2019
Cash provided by (used in)		
Operating activities		
Excess of revenues over expenses	\$ 306,302	\$ 318,784
Items not involving cash		
Amortization	80,958	57,483
Provision for unpaid and future claims	(7,659)	(14,862)
	<u>379,601</u>	<u>361,405</u>
Changes in non-cash working capital balances		
Portfolio investments - accrued income	(65,789)	(29,876)
Accounts receivable	1,954	6,386
Claims recoverable	(37,250)	38,901
Prepaid expenses	13,187	9,324
Accounts payable and accrued liabilities	(28,047)	(105,027)
GST payable	75,042	-
Income taxes recoverable	899	8,414
Deferred registration fees	36,372	56,481
	<u>375,969</u>	<u>346,008</u>
Investing activities		
Purchase of property and equipment	(222,952)	(121,895)
Proceeds on disposal of short-term investments	1,079,200	350,000
Purchase of short-term investments	(100,000)	(1,200,000)
	<u>756,248</u>	<u>(971,895)</u>
Increase (decrease) in cash during the year	1,132,217	(625,887)
Cash, beginning of year	299,455	925,342
Cash, end of year	\$ 1,431,672	\$ 299,455

College of Veterinarians of British Columbia

Notes to the Consolidated Financial Statements

June 30, 2020

1. Nature of Operations and Summary of Significant Accounting Policies

Purpose of the College

The College of Veterinarians of British Columbia (the "College") is a statutory self-governing professional regulatory body created and empowered by the Veterinarians Act SBC 2010 c.15 (the "Act") of the Province of British Columbia. Its statutory mandate is to serve the public interest by regulating and upholding the standard of the practice of veterinary medicine in B.C. It does so by setting and enforcing standards of ethical and competent behaviour on the part of its registrants.

The Act and College By-laws including the Code of Ethics are the means by which the registrants of the College are licensed and regulated. The Act clarifies the public interest mandate and registration, complaint and discipline processes.

The College is a tax-exempt body under Section 149(1)(l) of the Income Tax Act.

The BC Veterinary Captive Insurance Co. Ltd. (the "Captive") is a subsidiary of the College. The College holds 10,266 (100%) of the common shares of the Captive. The Captive has historically issued a directors' and officers' liability insurance policy covering the College and the Captive directors and officers and a comprehensive general liability policy covering the College's general operations up until June 30, 2018. The Captive is incorporated under the Insurance (Captive Company) Act of British Columbia and is governed by the provisions of that Act and related Regulations which require the Captive to maintain a minimum shareholders equity of \$300,000. The Captive was in compliance with the \$300,000 requirement throughout the year ended June 30, 2020.

The College and Captive directors and officers were provided with liability insurance while providing their services.

The College's general operations were provided with liability insurance with respect to bodily injury and property damage liability, products and completed operations liability, personal and advertising injury liability, employee benefits, tenants legal liability, and medical payments.

College of Veterinarians of British Columbia

Notes to the Consolidated Financial Statements

June 30, 2020

1. Nature of Operations and Summary of Significant Accounting Policies (Continued)

Basis of Accounting These consolidated financial statements have been prepared using Canadian accounting standards for not-for-profit organizations ("ASNPO").

The consolidated financial statements include the accounts of the College and the Captive. The Captive is wholly owned subsidiary of the College and intercompany balances and transactions have been eliminated upon consolidation. The results of the Captive are consolidated using figures audited at April 30, 2020 and updated to June 30, 2020 for any material items.

Property and Equipment

Property and equipment are carried at cost less accumulated amortization. Amortization is calculated using the following annual rates:

Furniture and fixtures	- 20% declining balance basis
Computer hardware	- 20% declining balance basis
Computer software	- 20% declining balance basis
Office equipment	- 20% declining balance basis

Revenue

The College follows the deferral method of accounting for contributions. Registration fees are deferred and recognized over the registration year of January 1 to December 31.

Special levies are recognized as revenue when approved by Council and collectability is reasonably assured.

Advertising revenues are recognized upon publication.

Examination, registration and inspection revenues are recognized when earned.

Interest and other revenue is recognized in the year when earned.

Income Taxes

The Captive is a taxable entity and accounts for income taxes using the taxes payable method. The taxes payable basis is a method of accounting under which the Captive reports as an expense (income) of the year only the cost (benefit) of current income taxes for that year, determined in accordance with the rules established by the taxation authorities.

Provision for Unpaid and Future Claims

The College records a provision for claims incurred during a particular fiscal year but not reported (unpaid claims) and any future claims based on amounts determined in accordance with accepted actuarial standards in Canada by qualified, independent actuaries. This reserve consists of discounted unpaid claims and loss adjustment expenses, estimated Provision for Adverse Deviation and policy liabilities in connection with unearned premiums.

College of Veterinarians of British Columbia
Notes to the Consolidated Financial Statements

June 30, 2020

1. Nature of Operations and Summary of Significant Accounting Policies (Continued)

Financial Instruments

Financial instruments acquired or issued in an arms-length transaction are recorded at fair value upon initial recognition. Any equity instruments quoted in an active market are subsequently measured at fair value, with all other financial assets being subsequently measured at amortized cost less any impairment. All financial liabilities are subsequently measured at amortized cost. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired.

Transaction costs on the acquisition, sale or issue of financial instruments are expensed, except in the case of financial instruments measured at amortized cost where they are charged to the financial instrument.

Donated Services

The College and its members benefit greatly from donated services in the form of volunteer time for various committees in excess of per dimes. The value of donated services is not recognized in these consolidated financial statements.

Discipline Matters

The College records legal fees related to disciplinary actions as they are incurred. Recoveries of fines and costs are recognized as revenue when all matters relating to their realization have been resolved, the fine or penalty has been levied and the amounts are deemed to be collectible.

Use of Estimates

The consolidated financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations. The preparation of consolidated financial statements in conformity with these standards requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates. The most significant areas for estimates relate to legal contingencies, the provision for claims and collectability of fines and penalties for disciplinary matters provisions and recovery of legal costs from third parties.

Employee Future Benefits Policy

The College has an RRSP contribution plan. The plan is a defined contribution plan and contributions are expensed as entitlement occurs. All individuals who have been employed by the College for a term longer than six months are entitled to a contribution by the College to their RRSP in the amount of 4% of their annual earnings.

College of Veterinarians of British Columbia
Notes to the Consolidated Financial Statements

June 30, 2020

2. Cash

The College and Captive's cash accounts are held at a credit union within British Columbia and bear interest at market rates.

3. Portfolio Investments

	<u>2020</u>	<u>2019</u>
Operating term deposit - Vancity		
- Matures on December 11, 2020 at 3.15% (2.25% for 2019)	\$ 1,100,000	\$ 1,100,000
Operating term deposit - Vancity		
- Matures on October 10, 2020 at 3.15% (1.50% for 2019)	1,200,000	1,400,000
Operating term deposits - Vancity		
- Matures on July 30, 2020 at 3.00%	500,000	500,000
Operating term deposits - Vancity		
- Matures on October 30, 2020 at 1.90%	100,000	-
Operating term deposit - Vancity		
- Matures on December 11, 2019 at 1.90%	-	154,200
Operating term deposit - Vancity		
Matures on January 30, 2020 at 2.20%	-	225,000
Operating term deposits - Vancity		
- Matures on January 30, 2020 at 2.60%	-	500,000
Accrued Interest	103,053	37,264
Vancity shares	6,873	6,873
	<u>\$ 3,009,926</u>	<u>\$ 3,923,337</u>

The College's investment policy is to invest conservatively with highly-rated counter-parties with the objective of preserving capital while earning a reasonable rate of return.

College of Veterinarians of British Columbia
Notes to the Consolidated Financial Statements

June 30, 2020

4. Property and Equipment

	2020		2019	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Furniture and fixtures	\$ 25,910	\$ 12,156	\$ 13,754	\$ 17,191
Computer hardware	156,503	121,026	35,477	33,836
Computer software	-	-	-	60,992
Office equipment	47,909	40,557	7,352	9,190
Member registration system	223,620	-	223,620	17,000
	\$ 453,942	\$ 173,739	\$ 280,203	\$ 138,209

During the year, the IMIS software with an opening net book value of \$60,992 was fully written off as it is no longer in use.

A new member registration system is currently under development and not yet ready for use. As a result, no amortization has been recorded on this asset. The amortization will start in fiscal year 2021.

5. Income Taxes

	2020		2019	
Excess of revenues over expenses before income taxes	\$ 306,302	\$	318,803	
Adjusted for tax differences:				
College amounts not subject to tax	(307,259)		(322,174)	
Temporary differences	(493)		3,517	
Excess (Deficit) of revenues over expenses for tax purpose	(1,450)		146	
Statutory rate	13.00%		13.00%	
Expected income tax expenses (recovery)	(189)		19	
Loss carry-forwards not recorded	189		-	
Income tax expense	\$ -	\$	19	

College of Veterinarians of British Columbia
Notes to the Consolidated Financial Statements

June 30, 2020

6. Provision for Unpaid and Future Claims

	<u>2020</u>	<u>2019</u>
Net liability for unpaid losses (a)	\$ 13,036	\$ 20,695
Unpaid claims - recoverable (b)	<u>96,802</u>	<u>228,308</u>
	<u>\$ 109,838</u>	<u>\$ 249,003</u>

- (a) An actuarial valuation of the claim liabilities of the Captive, relating to unfilled claims, was performed by an independent actuary as of April 30 2020 and 2019. There are no changes to the valuation up to June 30, 2020.
- (b) The Captive has a confidential binding arrangement which indemnifies the Captive against all losses in excess of \$50,000 per policy year pursuant to the policies issued to the College.
- (c) Losses recoverable related to the Indemnity Agreement for loss payments are \$47,507 (2019 - \$10,257) and recoveries related to the provision for unpaid losses are \$96,802 (2019 - \$228,308) as recorded on the statement of financial position.

The College as sole shareholder of the Captive relies on section 76 of the *Veterinarians Act* and section 1.33(1) of its Bylaws to discuss details of the arrangement only in closed meetings of the College's Council in order to maintain confidentiality conferred by its enabling statute.

7. Credit Facilities

The College has a business operating line of credit with a limit of \$50,000, due on demand and bearing an interest rate of prime plus 1.50%. As at June 30, 2020 and 2019, the College has not drawn upon these funds.

8. Employee Future Benefits

During the year, the College contributed \$29,009 (2019 - \$21,439) to employees' RRSPs.

Depending on their position, an employee is entitled to at least two weeks of annual paid vacation leave which increases depending on the position, length of employment and management discretion. These paid vacation days are accrued on a calendar year basis and are available for use in the following fiscal year. A maximum of ten unused vacation days are permitted to be carried forward to the next calendar year. As at June 30, 2020, the College accrued \$34,911 (2019 - \$108,788) for unused vacation and these amounts are included in accounts payable and accrued liabilities.

College of Veterinarians of British Columbia
Notes to the Consolidated Financial Statements

June 30, 2020

9. Commitments

The College previously entered into a premises lease for 7 years commencing November 1, 2017 and expiring on October 31, 2024. In addition, the College has entered into an equipment lease for 5 years commencing July 27, 2017 and expiring on July 26, 2022. The minimum annual payments relating to these contracts are as follows:

	<u>2020</u>
2021	\$ 71,029
2022	73,186
2023	67,631
2024	71,440
2025	24,532
	<hr/>
	\$ 307,818

10. Financial Instruments Risks

The College, through its financial assets and liabilities, is exposed to various risks. The following analysis provides a measurement of those risks as at June 30, 2020. There has been no changes to these risks from the prior year.

(a) Credit Risk

Credit risk is the risk that the College will incur a loss due to the failure by its debtors to meet their contractual obligations. Financial instruments that potentially subject the College to significant concentrations of credit risk consist primarily of cash, portfolio investments and accounts receivable. The College limits its exposure to credit risk by placing its cash and portfolio investments with high quality financial institutions, in accordance with investment policies adopted by Council. Additionally, the College mitigates credit risk related to accounts receivable by billing in advance of services, aggressive penalties on overdue accounts, and a review of overdue accounts on a regular basis.

(b) Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The College is not exposed to significant interest rate risk as all rates on cash, and portfolio investments are fixed.

(c) Capital Risk Management

As required by the Insurance (Captive Company) Act of British Columbia, the Captive must maintain a minimum shareholder's equity of \$300,000. During the year ended June 30, 2020, the Captive complied with this requirement.

College of Veterinarians of British Columbia

Notes to the Consolidated Financial Statements

June 30, 2020

11. Comparative Figures

Certain comparative figures have been restated in order to conform with the current year's presentation.

12. Subsequent Event

The global pandemic COVID-19 has disrupted economic activities. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of business disruption and the related financial impact cannot be reasonably estimated at this time. The College's ability to continue to deliver regulatory services and meet obligations as they come due is dependent on the continued ability to collect registrations, manage cash flows and deliver regulatory services virtually or within the revised health care requirements. Due to receiving the majority of revenues in advance, the College's ability to meet obligations is fairly secure.

The College expects the pandemic to have limited financial impact upon operations, as Veterinary clinics have been declared essential services during the COVID-19 pandemic. The College has a telemedicine policy and registrants who continue their practice via telemedicine during the pandemic must maintain their full registration. There are provisions for potential refunds for registrants who chose to be non-practicing for a portion of the year, but thus far it is not expected to have a significant impact.