

SEPTEMBER 2026 BOARD MEETING

As recorded at the Board of Directors' regularly scheduled meetings held on September 28th and 29th, 2026. This meeting was hosted in-person at the College and virtually via MS Teams.

NEW BOARD DIRECTORS WELCOMED

The Chair welcomed the two newest elected directors, Megan Peck and Danielle Garceau. Megan is a former Board director with extensive governance, regulatory, and adjudicative experience. Danielle has been actively involved in College governance since joining the Registration Committee in 2021 and has served as Chair of the Registration Committee since September 2024.

Kelly Grindrod, Acting Dean at the University of Waterloo School of Pharmacy, was also welcomed to the Board. Kelly is stepping in during Andrea Edginton's six-month sabbatical which ends on December 31, 2026.

BOARD DECISIONS

CHAIR, VICE-CHAIR AND BOARD DIRECTORS CHOSEN TO SERVE ON EXECUTIVE COMMITTEE

The Board appointed Siva Sivapalan as Chair and Adrienne Katz as Vice-Chair. The Executive Committee, which comprises the Board's Chair and Vice-Chair as well as three more Board Directors—such that the committee includes at least two elected directors and two Public Directors—was also elected. Cindy Wagg was appointed as a Public Director, and Doug Brown and Simon Boulis were chosen as Elected Directors following a Board vote.

A briefing note on the Executive Committee election, along with candidate election statements, can be found starting on page 149 of the [Board materials package](#).

POLICY REVISIONS APPROVED TO ALIGN WITH NEW CONTROLLED SUBSTANCES REGULATIONS

To reflect changes to **Health Canada's Controlled Substances Regulations** that take effect on October 1, 2026, the Board approved updates to several relevant policies and guidance documents. These changes revise references and wording to align with the new regulations but do not create any new requirements or expectations for registrants. The revisions apply to the Centralized Prescription Processing (Central Fill) Policy, the Distribution of Medical Samples Policy, the Time-Delayed Safes Policy, the Designated Manager: Medication Procurement and Inventory Management Policy, and the Pharmacist Prescribing: Initiating, Adapting and Renewing Prescriptions Guideline, and other policy tools. Further details are available starting on page 206 of the [Board materials package](#).

REVISED GUIDANCE FOR LEARNING EXPECTATIONS AND DECLARATION STATEMENTS APPROVED FOR ANTICIPATED EXPANDED SCOPE ACTIVITIES

Following a review of feedback received during a recent public consultation, the Board approved updates to the **Guidance for Engaging in Specified Expanded Scope Activities** and the proposed changes to the annual declaration statements for Part A pharmacists. The guidance outlines specified learning expectations related to three expanded scope activities that are still awaiting government approval: Sore Throat (acute pharyngitis), Swimmer's Ear (otitis externa), and the administration of Buprenorphine. The amended declaration

statements build on an existing mechanism for registrants to attest to their competence in a way that considers the ongoing evolution of the scope of practice of the profession. The guidance is intended as a temporary measure to provide clear and consistent expectations for the knowledge and competencies required to perform these activities. The Board will review the guidance in two years as these activities become part of standard pharmacy practice. These changes will take effect when the government approves the three expanded scope activities that were originally included in the regulation submission to the government in late 2025. The College will bring a reasonable and thoughtful implementation plan for discussion and approval at the December 2026 Board meeting. Further details are available starting on page 253 of the [Board materials package](#).

BOARD SUPPORTS OCP'S EFFORTS TO STRENGTHEN PHARMACY PRACTICE RELATED TO OPIOID DISPENSING FOR SAFER SUPPLY

The Board passed a motion prioritizing OCP's ongoing work to strengthen pharmacy practices for safer supply opioid dispensing. This includes accelerated efforts to help pharmacists and pharmacies prepare for [possible changes to prescribing requirements recently proposed by the College of Physicians and Surgeons \(CPSO\)](#). The motion emphasized the importance of a coordinated and comprehensive system-wide approach together with government, other regulators, and system partners that promotes access and safety for communities, patients, and pharmacy professionals.

The College has been focusing on pharmacy practice related to opioid dispensing for safer supply for several months after hearing concerns from some municipalities and members of the public about issues outside pharmacies that treat substance use disorders. This work has included a review of policies and guidance relevant to opioid dispensing practices and safer supply to determine necessary updates to be brought forward for consideration by the Board as soon as possible, conducting additional assessments of pharmacies that have a high volume of

patients receiving treatment for substance use disorders, and engaging with local communities, government, other regulators and system partners and to collect evidence and data to better understand the scope of the issue and to inform potential regulatory responses.

In addition to this continued work, the CPSO's proposed policy direction and timelines require OCP to evaluate any potential impacts on pharmacies and pharmacy professionals, as well as on communication to patients who may be seeking or currently receiving treatment for substance use disorders. For this reason, the Board's motion prioritizes the College's work to ensure pharmacies and pharmacy professionals are adequately informed and prepared to safely implement any changes to safer supply prescribing by physicians.

PHARMACY TECHNICIAN FEES AND CPI-BASED FEE ADJUSTMENT TO REMAIN UNCHANGED

The Board discussed a detailed review of pharmacy technician fees that looked at financial impacts, affordability, how fees compare with those of other regulators, and the College's long-term financial sustainability. The review was conducted in response to feedback from pharmacy technicians about current fee levels and payment timelines. After considering the potential effects that fee changes could have on College revenues, reserve funds, and long-term financial stability, the Board made a decision to maintain pharmacy technician fees unchanged. In doing so, the Board also determined that a broader review of fee levels and fee structures should take place after the College develops its next strategic plan and updated multi-year financial forecasts. As part of that future planning process, staff will seek the Board's direction on the scope and approach of that review. Further details are available starting on page 275 of the [Board materials package](#).

BOARD EDUCATION AND DEVELOPMENT PLAN APPROVED FOR 2026-27

A Board Education and Development Plan that establishes the Board's annual approach to education, development, governance

culture, and continuous improvement was approved, fulfilling a key recommendation from the Institute on Governance's report and aligning with the College's existing education, leadership development, and training evaluation policies. The plan is intended to strengthen the effectiveness of Board Directors, committee chairs, and future governance leaders while supporting the College's public protection mandate. It will also guide Board orientation, education, leadership development, and evaluation activities during the 2026-2027 Board year. Progress and learning outcomes will be monitored through existing reporting and evaluation processes, with updates provided to the Governance Committee and Board as appropriate. As part of ongoing implementation, staff will continue to identify opportunities to incorporate emerging governance, public health, regulatory, and strategic topics into Board education programming and will explore additional governance and leadership development resources to support directors throughout their Board tenure. Further details are available starting on page 287 of the [Board materials package](#).

STATEMENT OF PRINCIPLES ON COLLECTIVE BOARD GOVERNANCE AND EXPECTED NORMS APPROVED

The Board approved a proposed *Statement of Principles on Collective Board Governance and Expected Norms* that supports the Board's commitment to governance excellence, accountability, and public confidence. By articulating shared expectations for Board conduct and decision-making, it promotes consistent governance practices, constructive deliberation, and disciplined oversight of the College's regulatory responsibilities. The statement will be incorporated into Board and committee orientation/education, included in annual Board reaffirmation processes, and reinforced through ongoing governance education and leadership practices by the Board Chair, Vice-Chairs, and committee Chairs. Further details are available starting on page 296 of the [Board materials package](#).

REVISED BOARD POLICIES APPROVED AS PART OF A WIDER GOVERNANCE REFORM IMPLEMENTATION INITIATIVE

Updates to the Confidentiality and Privacy Policy (Policy 3.8) and the Conflicts of Interest Policy (Policy 3.9) were approved as part of wider governance reform implementation initiative conducted in coordination with the Institute on Governance.

The revised Confidentiality and Privacy Policy is the governance foundation for the confidentiality and privacy obligations of Board Directors and committee Appointees, and the base on which related requirements – in-camera proceedings, annual attestations, orientation, and the College's operational privacy framework – are built out. It is a substantial rewrite that gives Board Directors and committee Appointees a clearer, more practical, and more complete statement of their confidentiality and privacy obligations. It strengthens accountability, aligns the governance policy with the College's operational privacy program, addresses contemporary information-handling risks, and adopts a proportionate approach that protects information by encouraging reporting rather than discouraging it. Further details on the revised Confidentiality and Privacy Policy are available starting on page 304 of the [Board materials package](#).

The revised Conflicts of Interest Policy provides Board Directors and committee Appointees a clear definition of a conflict of interest, a practical framework for deciding whether one exists, a single pathway for advice and disclosure, and safeguards for those who raise concerns. It aligns the conflict of interest framework with the College's other governance policies and closes the loop between experience, training, and policy review. Further details on the revised Conflicts of Interest Policy are available starting on page 321 of the [Board materials package](#).

COMMITTEE SLATE APPROVED FOR 2026-2027

The Board reviewed and approved the Governance Committee's proposed slate of candidates for all statutory and standing committees, drawn from a list of individuals who have served previously and have been

recommended for reappointment, and from a list of individuals who have applied and been assessed as qualified by the Screening Committee. The full list of approved committee members, each of whom will serve for a term that expires at the first regular meeting of the Board following the next regular election, are listed on the College [website](#).

AUDITOR APPOINTED FOR 2026

Following a recommendation from the Finance and Audit Committee, the Board approved the reappointment of Tinkham LLP Chartered Professional Accountants as auditor for 2026. Further details are available starting on page 273 of the [Board materials package](#).

OTHER BOARD UPDATES

STRATEGIC PLAN REFRESH UPDATE SHARED WITH THE BOARD

Progress on work to refresh OCP's Strategic Plan was shared with the Board, and the revised goals and commitments were confirmed as sufficiently complete to guide the development of an operational plan to advance the College's strategic priorities through 2028. The revised plan includes a shift from issue-specific goals to broader outcome statements, greater emphasis on trust, engagement and accountability, increased focus on organizational effectiveness and readiness, expanded emphasis on leadership and influence, and preservation of key strategic priorities. A Board session to consider the development of proposed outcomes and associated performance indicators is planned prior to the December Board meeting, at which time the Board will receive the three established outputs (articulation of the strategic priorities/goals, concise strategic plan summary, operational outline supporting the strategic priorities) and consider approval of the finalized plan. Further details are available starting on page 71 of the [Board materials package](#).

UPDATE FOLLOWING PUBLIC CONSULTATION ON PROPOSED AMENDMENTS TO STANDARDS OF OPERATION FOR PHARMACIES

A brief progress update was shared with the Board following a recent 60-day public consultation on proposed amendments to the Standards of Operation for Pharmacies that would support safe and effective implementation of expanded scope of practice. A preliminary assessment of feedback reinforces the importance of conducting a thorough and thoughtful review of all perspectives received through the consultation before comprehensive findings, and any impacts on the proposed amendments, can be presented to the Board. System partner feedback was particularly robust and must be thoroughly reviewed and considered to ensure that final amendments presented to the Board are consistently achievable. The College will complete a comprehensive analysis and summary of the consultation findings, determine appropriate options to present to the Board that respond to the findings, and bring a thoughtful and reasonable implementation plan for discussion and approval at the December 2026 Board of Directors meeting. Further details are available starting on page 236 of the [Board materials package](#).

COMMITTEES REPORT ON PAST YEAR'S ACTIVITIES

Each of the statutory and standing committees provided the Board with a report on their work over the past year, including highlights, training, challenges and trends. Copies of the committee reports are available in the [Board materials package](#) on pages 31-70.

REGISTRAR'S REPORT

The Registrar provided an update to the Board on recent operational activities at the College, part of a standing agenda item that helps the Board fulfil its oversight role. Highlights included updates on progress towards the AIMS Program transition, narcotic dispensing practices, an update on the government's anticipated Any Willing Provider consultation, next steps around expanded scope of practice, and an update on the Registrant Records System implementation.

Following a Board request in June 2026 for further information about growing volumes of new complaints and reports and the approach to addressing the associated risks, a report was shared that included a summary of the key governance and operational implications, as well as enterprise risk considerations. The report concluded that recent increases in new Intake volumes has also increased the numbers of Complaints and Reports being processed – with a disproportionate impact on Complaints. This has caused increased pressure on ICRC pre-meeting listing times and post-meeting decision timelines. Management has developed a draft action plan to address these pressures through improvements, technology and automation initiatives, enhanced resolution approaches, targeted staffing adjustments, and longer-term legislative considerations. Management will monitor

progress and provide the Board with an update on implementation outcomes and key performance indicators in 2027.

In addition, the Board received a quarterly update on the College Performance Dashboard which measures how the College is tracking towards its 2026 targets, the Q2 Financial Report, and registrant engagement insights from the 2026 Spring Regional Meetings. Further information is available starting on page 77 of the [Board materials package](#).

NEXT BOARD MEETING

Board meetings are open to the public, and the next regularly scheduled meeting will be held on December 7, 2026. Special Board meetings may be called at any time. Please see our website for information on [upcoming Board meetings](#).