



**2018 CASV-ACVP Annual General Meeting
AASV Conference, San Diego, California**

**Sunday, March 4, 2018
8:00 a.m. to 10:37 a.m. Pacific time**

Meeting Minutes

Participants in person: Blaine Tully (Chair), Ryan Tenbergen, Trevor Lank, Kurt Preugschas, Karine Talbot, Josée Daigneault, Sylvie D'Allaire, Jim Fairles, Sylvain Messier, George Charbonneau, Kevin Vilaca, Tim Blackwell, Sylvain Drapeau, Jean-François Doyon, Susan Detmer, Peter Provis, Francisco de Grau

Participant via webinar: Susan Fitzgerald.

1. Call to Order

Chair, Blaine Tully called the meeting to order at 8:07 a.m. He confirmed there were sufficient members in attendance to meet the required quorum of 12.

2. Agreement on Agenda

Blaine asked for agreement on the agenda or additions.

Motion was moved by Susan Detmer seconded by Karine Talbot to accept the agenda as presented. MOTION CARRIED

3. Approval of Minutes

Blaine asked for approval of the minutes from the 2017 AGM or any errors noted.

Motion to approve the 2017 AGM minutes as circulated was moved by Josée Daigneault and seconded by Susan Detmer. MOTION CARRIED

4. President's Report - Blaine Tully

Blaine reviewed the background, mission and goals of the organization. The 2017 membership by region was:

WCASV - 51
OASV - 45
AVIA - 69
Eastern Canada – 3
Students – 6 – 2 Quebec, 4 Saskatchewan
Total - 174

It was noted that AVIA has 10 student members which are not all captured in the CASV-ACVP numbers.

The process for the development of position statements was reviewed.

Highlighted accomplishments in 2017 included:

- Retained Fitzgerald & Co. as the administration office.
- The Board has started to formalize policies and procedures and this is continuing
- Proposing to add another membership category for lifetime or honorary members – Special Resolution later on agenda
- Promoted option for student memberships via vet colleges – 6 received. It was noted that AVIA has 10 student members which are not all captured in the CASV-ACVP numbers.
- CASV-ACVP having more opportunity for input to CVMA issues
- Produced a membership directory which is a work in progress as contact information is updated.
- Joined Canadian Animal Health Surveillance System (CAHSS) as an associate member
- Agreed to financially support CSHIN through 2018. CASV-ACVP and CPC jointly fund CSHIN; each contributes up to \$12,500 annually. Currently in discussions with CPC regarding enhancing the value and delivery. Actively seeking a replacement for Chris Byra.
- Created a Terms of Reference for a Swine Health Committee to look at disease preparedness and surveillance. Blaine has some volunteers for the committee but no activity has begun. The committee will liaise with CPC Swine Health Committee.
- Position descriptions have been created for President, Vice President and Past President.
- Will be implementing a quarterly Board report back to members in 2018.

The CASV-ACVP Board conducted an internal SWOT analysis of the association. Blaine presented a summary of the results. Below are some of the discussion points and actions that resulted within the Board:

- Could we use the website more effectively?
- Advertising revenue from the newsletter? This may help support long-term funding.
- Developed a policy on director reimbursement to compensate volunteers when attending meetings on behalf of CASV-ACVP.
- Perhaps quarterly have a regional presidents’ conference call to engage them in CASV-ACVP and have a CASV-ACVP Board member participate in the regional calls.
- Will implement a quarterly Board report back to members as noted previously.
- Need to have an established succession plan – President, Vice President and Past President. It was decided to rotate the chair amongst the three regional groups. Next year, Blaine will be Past President (West), Ontario will provide the President (Jim Fairles), and the Vice-President will be from Quebec (Christian Klopfenstein).
- More defined roles for the Executive will help continuity.

5. Confirmation of 2018 Board of Directors and President

According to the by-laws, the Board shall consist of a minimum of 4 and a maximum of 15 Directors. Below is the proposed slate of directors for 2018.

	Director	Representing	
1	Dr. Blaine Tully	Director (WCASV)	Past President
2	Dr. Kurt Preugschas	Director (WCASV)	
3	Dr. Jim Fairles	Director (OASV)	President
4	Dr. Ryan Tenbergen	Director (OASV)	

5	Dr. Josée Daigneault	Director (AVIA)	
6	Dr. Christian Klopfenstein	Director (AVIA)	Vice President
7	Dr. Karine Talbot	Director at large	
8	Dr. Trevor Lank	Director at large	
9	Dr. Mike DeGroot	Director at large	
	Susan Fitzgerald and Sarah Lemieux, Fitzgerald & Co.	Administrative Support	

Blaine asked whether there were further nominations for directors from the floor. None were forthcoming.

Motion was moved by Tim Blackwell and seconded by Kevin Vilaca that the Board candidates be elected as presented. Motion carried.

The Executive of the CASV-ACVP will be appointed by the Board of Directors at the first Board meeting following the annual meeting.

Action Item: The Board will formalize a policy and procedure for electing Directors and the Board Executive before next year and will ensure there is an opportunity for nominations from the membership.

6. Special Resolution to Amend Membership Conditions

A Special Resolution creating a new membership class C for honorary or lifetime members was circulated to members with the meeting notice and is attached to these minutes as Appendix A. The resolution also amends the Class B membership criteria to strike out the requirement for two references from Class A members and only require one reference from an individual who can confirm the applicant's role in veterinary medicine. There is no fee for Class B or C members.

Motion to approve the Special Resolution to amend membership conditions to change the application criteria for Class B membership and provide for a new Class C honorary membership was moved by Josée Daigneault and seconded by Peter Provis. MOTION CARRIED.

The CASV-ACVP Board recommended to the CASV-ACVP membership, the approval of two Class C lifetime honorary members – Dr. Ernest Sanford and Dr. Michael Sheridan.

Motion was moved by Tim Blackwell and seconded by George Charbonneau to approve the Board's recommendation of Dr. Ernest Sanford and Dr. Michael Sheridan for a lifetime membership in CASV-ACVP. MOTION CARRIED.

Action Item: Jim Fairles will contact Ernie Sanford and Blaine will contact Mike Sheridan to inform them of their honorary membership.

7. Financial Report

- The 2017 year ending and 2018 budget were presented. In 2017, no funds were transferred from the invested legacy funds as there was sufficient in the bank account. For 2017, there was a \$23,835.94 deficit of expenses against revenues. In 2018, \$15,000 will be transferred from the invested funds to the bank account.
- In 2018, the membership revenue will increase as the annual fee is now \$100 up from \$50. A motion was passed prior to last year however it was not communicated to all regional associations in time for them to assess it to their members. For 2018 and going forward, CASC-ACVP now invoices the regional associations in November for the upcoming year's dues.
- The Board passed a Per Diem and Expenses Policy to partially compensate volunteers for their time and expenses attending meetings on behalf of CASV-ACVP.
- the part-time Executive Director (Susan Fitzgerald) began managing the affairs of the association as of March 2017 so not a full year.
- CASV-ACVP has provided annual financial support of \$1,200 to CgFARAD for the past three years (\$1,356 with HST). The Board agreed to commit to one more year but request more information back from CgFARAD regarding the types of swine requests received.
- The gains generated from the Endowment Fund provide grants to universities. In 2018, each university will receive \$5,000.
- As of December 31, 2017, the balance of the Endowment fund is \$304,784. The rate of return since inception is 9.9%. The Operating Fund is \$295,535 with a rate of return of 7.8% since inception. CASV-ACVP manages a U.S. dollar account on behalf of IPVS of \$94,244.76. These are not our funds but we "hold" them for IPVS.

A question was posed regarding the rationale of allocating essentially one-third of the CASV-ACVP operating budget to CSHIN. Blaine clarified that the Board has committed to that level for one more year but is working on reviewing the costs with CPC. The members in attendance discussed the value of CSHIN reports in relation to financial commitment. It was suggested that CASV-ACVP consider managing CSHIN and/or look at other ways of offsetting costs.

It was noted that there would be value in the veterinary associations jointly formalizing how they are going to fund CgFARAD rather than each organization having the same conversation. Kurt will be following up with Dr. Trisha Dowling, one of CgFARAD's co-directors, regarding getting a summary of usage by swine veterinarians.

Motion to approve the 2017 Financial Report and 2018 Budget as presented was moved by Tim Blackwell and seconded by George Charbonneau. MOTION CARRIED.

The financial audit is underway but not yet complete.

8. Communications Report

Blaine presented a summary of last year's communications activities.

- George Charbonneau prepares a weekly e-newsletter. He asked for suggestions how to get more people to open and read the newsletter.
- The CASV-ACVP office also has a membership email list for association business communications.
- Membership directory shared with members.
- The Board will be looking at ways to create more value from the website.
- CASV-ACVP is now accepting classified advertising (e.g. job postings) in the e-newsletter and on website.

- Looking at options for marketing and promotional type advertising in the newsletter and, in future, on the website.

9. Antimicrobial Committee Report – Karine Talbot

- The committee is in the process of developing rationale for the CASV-ACVP position statements on Antimicrobial Use (Own-Use, API and Class 1). Certain policies and regulations have changed since the Antimicrobial Committee developed the position statements.
- The committee is working on a new position statement regarding the use of antibiotics for growth promotion.
- Consultation regarding adding products to Own Use Importation List (List B). The Antimicrobial Committee is finalizing its official report but, currently, there is no need in the swine industry that could qualify for a new addition identified by the CASV-ACVP Antimicrobial Committee.
- The Antimicrobial Committee is currently working on a definition of antimicrobial usage classification (treatment, prevention, control, etc.) and will provide more on the subject in 2018-19.

10. Animal Welfare Committee Report – Karine Talbot

- Updated the CASV-ACVP Summary on Analgesic and Anesthetic Options for Use in Swine for pain mitigation during castration/tail docking. This document will be reviewed annually; the final version will be approved by the Board and posted on the website.
- At the 2017 CASV-ACVP AGM, there were discussions about the requirement in the Code of Practice for CO₂ Euthanasia and requirement for sedation. At this point, little can be done to change the current Code. The CASV-ACVP Welfare Committee is recommending that the CASV-ACVP be involved in the review and development of the next Code of Practice.
- At last year's AGM, there were also discussions about blunt force trauma as an acceptable technique for euthanizing piglets. The Welfare Committee agreed that, while it might not appear acceptable to the public, blunt force trauma is still a humane method of euthanasia for piglets. Proper education and training of the people performing euthanasia on-farm and timely euthanasia is critical.
- CFIA - Health of Animals Regulation: Transportation of Animals (Regulatory Amendment) - The Welfare Committee reviewed the proposed changes and had no concern regarding the impact on swine transportation.
- At the last AGM, there were discussions about the requirement to periodically exercise sows that are housed in stalls during gestation (requirements as of 2024 unless sows are housed in pens). In the absence of any plan or research currently available about exercising sows in gestation stalls, the Welfare Committee has not addressed this question. If information becomes available (ex: research project), the Welfare Committee will update the CASV-ACVP members.
- The Welfare Committee is working on the development of a position statement to address the concerns around certain production practices, such as RWA, that can potentially increase mortality and impact animal health and animal welfare.

11. Q & A and Open Discussion

- Blaine noted that the structure of the AGM was changed this year. There were no verbal updates from regions, CSHIN and AASV, just written reports sent via email and posted on the website.
- It was suggested that CASV-ACVP consider opportunities to apply for grant funding to support programs.
- There was support for increased communications with the regional associations and other national groups.
- Caution was urged in increasing CASV-ACVP fees as this, in turn, increases the amount the regional associations must collect and it may be detrimental to their membership levels.

- The option of, in future, scheduling a two-hour AGM business meeting followed by four 30-minute presentations was posed.
- Jim Fairles expressed appreciation to outgoing President Blaine Tully and the 2017 Board of Directors.

Motion to adjourn the meeting was made at 10:37 a.m. by Tim Blackwell and seconded by George Charbonneau.

Appendix A

Special Resolution to Amend Membership Conditions

WHEREAS the current By-law No. 1 of the Canadian Association of Swine Veterinarians-Association Canadienne de Vétérinaires Porcins (CASV-ACVP) provides for two classes of members namely, Class A members and Class B members;

AND WHEREAS Class A voting membership is only available to licensed veterinarians with a DVM degree or equivalent, who are active members of one of the regional swine related veterinary organizations or who are active in swine practice in a region of Canada not represented by one of the three regional associations;

AND WHEREAS Class B non-voting membership is available to individuals that work or study in veterinary medicine, including graduate students, and members of auxiliary professions who wish to affiliate themselves with the Association but who are not eligible for Class A membership;

AND WHEREAS Class B membership applicants are currently required to provide references from two Class A members;

AND WHEREAS the Canadian Association of Swine Veterinarians-Association Canadienne de Vétérinaires Porcins wishes to establish a non-voting lifetime and honorary membership category;

THEREFORE BE IT RESOLVED AS A SPECIAL RESOLUTION THAT the Class B membership criteria be amended to strike out the requirement for two references from Class A members and replace it with a requirement for one reference from an individual who can confirm their role in veterinary medicine;

AND BE IT FURTHER RESOLVED THAT a new Class C membership class be created with the following criteria:

1. Class C membership shall be available to individuals that were Class A or Class B members and have now retired from active practice. Class C membership shall also be available to individuals who do not qualify for membership under Class A or Class B criteria but who have made a significant contribution to the field of swine veterinary medicine.
2. To qualify for Class C membership, eligible candidates must be recommended in writing for this lifetime or honorary membership category by two current Class A members.
3. The CASV-ACVP Board will receive and review each application for Class C membership to ensure the candidate meets the requirements of the membership class. Approved candidates will be recommended by the Board for acceptance by the CASV-ACVP members at the Annual Meeting.
4. The term of membership of a Class C member shall be for their lifetime and is not subject to payment of an annual membership fee.
5. Class C members are entitled to attend all meetings of the members but are not entitled to vote.