

MINUTES OF THE OPEN SESSION OF THE THIRD MEETING OF THE 2009/2010 COUNCIL of the Association of Professional Engineers and Geoscientists of British Columbia, held on FEBRUARY 5, 2010 in the LARGE BOARDROOM, APEGBC OFFICES, 4010 REGENT STREET, BURNABY, BC

Present

Council	Russ Kinghorn, PEng MBA	- President (Chair)
	Margaret Li, Ph.D, PEng	- Past President
	Frank Denton, PEng.	- Vice-President
	Emily Cheung, PEng	- Councillor
	John Clague, PGeo PhD	- Councillor
	Joan Hansen, OD	- Councillor
	Jeff Holm, PEng	- Councillor
	Michael Isaacson, .PEng PhD	- Councillor
	Harlan Kelly, PEng	- Councillor
	Bob Patrick, PEng	- Councillor
	Marilyn Pattison, PhD	- Councillor
	Ross Rettie, PEng	- Councillor
	Mike Wrinch, PhD PEng.	- Councillor
Guests	Dick Fletcher, PEng	- APEGBC Director to Engineers Canada
	Robert Ito, PhD PEng	- APEGBC Director to Engineers Canada
	Dave Rutherford, ASCT BCLS CLS	- Secretary Treasurer, ASTTBC Council
	Tim Smith, PGeo EngL	- Chair, APEGBC Climate Change Task Force
Staff	Derek Doyle, PEng MBA	- Executive Director & Registrar
	Megan Archibald	- Acting Assoc. Dir. Member Svcs & Communications
	Peter Mitchell, PEng	- Director, Professional Standards & Development
	Gillian Pichler, PEng	- Director, Registration & Licensing
	Janet Sinclair	- Director, Communications & Engagement
	Peter So, CMA	- Assoc. Director, Finance & IT
	Geoff Thiele, LLB	- Director, Investigation & Discipline
Joanne Williamson, BBA	- Executive Assistant to Council (Recorder)	
<u>Regrets</u>	Claudia Ng, PEng	- Councillor
	Joe Martignago	- Councillor
	Kevin Turner, PEng	- Councillor
	Mike Waberski, BCLS	- Councillor

OPEN SESSION

CALL TO ORDER, OPENING REMARKS, INTRODUCTIONS

Russ Kinghorn PEng, President and Chair, called the meeting to order. He advised that Vice President Frank Denton PEng would act as parliamentarian for the meeting and Councillor Mike Wrinch PEng would fill the role of Member Engagement Champion.

The following guests were welcomed: Tim Smith PGeo, Chair of the Climate Change Task Force and Dave Rutherford AScT BCLS CLS, Secretary Treasurer, Applied Science Technologists and Technicians of BC. Margaret Li PEng, Past President, was excused from the meeting for the Open Consent Agenda items.

CO-10-47 OPEN CONSENT AGENDA

MOTION It was moved and seconded that all items (7.1 to 7.3) on the Open Consent Agenda be approved.
CARRIED

Motions approved via the Open Consent Agenda:

- MOTION to approve the December 11, 2009 Open Minutes.
- MOTION that Council approve the recommended appointments and reappointments to APEGBC Committees and the nominations/appointments to external boards as follows:

Individual	APEGBC Committee or Task Force	Staff Contact	Start Date	Expiry Date
Barry David Azevedo PEng	Environment Committee	Geoff Thiele	Feb 5, 2010	Feb 5, 2012
Mark Adamson PGeo	Environment Committee	Geoff Thiele	Feb 5, 2010	Feb 5, 2012
Kgosi Stobbs EIT	Environment Committee	Geoff Thiele	Feb 5, 2010	Feb 5, 2012
Bruce Thompson PGeo	Editorial Board	Janet Sinclair	Feb 5, 2010	Feb 5, 2012
Ivo Kokan PEng	Editorial Board	Janet Sinclair	Feb 5, 2010	Feb 5, 2012
Cassandra Hall PGeo	Editorial Board	Janet Sinclair	Feb 5, 2010	Feb 5, 2012

Individual	Outside Board or Committee	Term of Appointment
Margaret Li PEng	Director to Engineers Canada	May 1, 2010 to April 30, 2012
Richard Fletcher PEng	Director to Engineers Canada	June 1, 2010 to April 30, 2011
Jeff Corbett, P.Eng.	City of Vancouver Urban Design Panel	Feb 5, 2010 to Feb 4, 2012
Phil Parker, P.Eng.	City of Vancouver Gastown Historic Area Planning Committee	Feb 5, 2010 to Feb 4, 2012

- MOTION from Registration Committee:
 - 1: that the discipline of Geochemistry be amalgamated as an option within the disciplines of Geology (Geochemistry) and Environmental Geoscience (Geochemistry);
 2. that the Environmental Geoscience and Geology syllabi be configured to:
 - (i) align with CCPG’s Geoscience Knowledge and Experience Requirements for Professional Registration in Canada; and

- (ii) include a Geochemistry stream or option; and
3. that current members registered through the Geochemistry discipline be grandfathered within that discipline; and
4. that current applicants in the process be allowed to select Geochemistry or one of the new options within Geology or Environmental Geoscience as their discipline of registration.

Margaret Li PEng rejoined the meeting.

CO-10-48 OPEN REGULAR AGENDA

**MOTION It was moved and seconded that the Open Regular Agenda be approved as circulated with addition of Item 7.4 from the Consent Agenda.
CARRIED**

CO-10-49 LETTER TO BCIT IN SUPPORT OF THEIR MASTERS PROGRAM IN BUILDING ENVELOPE AND BUILDING SCIENCE

Council received background on the current status of accreditation of BCIT undergraduate programs in engineering disciplines. The letter of support is a recommendation of the APEGBC Building Envelope Committee.

**MOTION It was moved and seconded that APEGBC Council approves that a letter be sent to BCIT in support of their Masters Program in building envelope and building science.
CARRIED**

CO-10-50 REGISTRATION COMMITTEE – ASIA PACIFIC GATEWAY SKILLS TABLE, INTERNATIONALLY TRAINED ENGINEERS

The Asia Pacific Gateway Skills Table (APGST) is a regional partnership between labour, business and education/training institutions. The objective of their Building Engineering Capacity Project is to mitigate barriers to internationally trained professionals and to streamline and enhance registration and qualification processes. To support this project, APGST has developed a funding proposal to Human Resources and Skills Development Canada (HRSDC). The Registration Committee reviewed the proposal and recommended approval in principal of Activity B, the Competency-Based Assessment and Evaluation Tools.

**MOTION It was moved and seconded that Council approve in principle proceeding with Activity B: Competency-based Assessment and Evaluation Tools as part of the Building Engineering Capacity Project through the Asia Pacific Gateway Skills Table.
CARRIED**

The Registration Committee expressed concerns regarding Activity A of the project, Conducting a Feasibility Study of Universal Examinations for Engineering Qualifications (the NCEES – U.S. licensing exams). Of concern was the potential interpretation that adding alternate mechanisms for evaluation might be construed

as an additional barrier to the recognition process for internationally trained engineers. In addition, there were concerns regarding usage of member time and expertise to evaluate results of the feasibility study. During Council's discussion it was noted that there would be no cost for the feasibility study and that the overall project is aligned with Council goals. It was agreed that the feasibility study recommendations can come directly to Council to minimize impact on volunteer and staff resources. On this understanding, the following motion was made:

MOTION **It was moved and seconded that Council approve in principle conducting a feasibility study on the use of standardized examinations as one tool for evaluation of applicants for registration as part of the Building Engineering Capacity Project through the Asia Pacific Gateway Skills Table (Activity A).
CARRIED**

CO-10-51 GOVERNANCE COMMITTEE – COUNCIL GOVERNANCE POLICIES CG1-CG5
Council Governance Policies CG1-CG5 were reviewed in red-lined format, showing all proposed changes recommended by the Governance Committee.

MOTION **It was moved and seconded that the revisions to Council Governance Policies CG1-CG5 be approved as amended and that a further amendment be made to CG3, Item 6, under job responsibilities for the President, stating that part of the President job duties will be an annual review of councillor job performance where requested.
CARRIED**

CO-10-52 CLIMATE CHANGE TASK FORCE REPORT
Tim Smith PGeo, Chair of the Climate Change Task Force, provided an overview presentation of the Climate Change Task Force Strategic Plan circulated with the agenda. A lengthy discussion followed. Highlights of the commentary are as follows:

- dialogue with the Canada Engineering Accreditation Board could be encouraged to ensure criteria for climate change is included for undergraduate studies, similar to the inclusion of sustainability and safety.
- provincial guidelines are important, however federal guidelines would have more impact. Tim Smith noted that liaising with federal, provincial and local governments, including advising on building codes, is an important part of the strategy.
- Councillors expressed support for the concept of a Climate Change Advisory Group, while noting that staff support is not currently available and that strategic priorities would need to be realigned through the strategic planning process.
- impacts on the existing Sustainability and Environment Committees need further assessment when considering establishing another advisory group. Due diligence and process is necessary to coordinate effort and resources.
- concern was expressed that sending the report for review and comment to appropriate committees and divisions might diffuse momentum to address

emergent issues; however, it was agreed that this is a necessary part of the process to ensure alignment and receive advice for Council.

MOTION 1 It was moved and seconded that Council stand down the Climate Change Task Force and thanks the members for their efforts.
CARRIED

MOTION 2 It was moved and seconded that Council directs staff to send for review and comment a copy of the Climate Change Task Force report to the Professional Practice Committee, Registration Committee, Practice Review Committee, Geoscience Committee, Environment Committee, Sustainability Committee, Municipal Engineers Division, Division of Environmental Professionals, Division of Engineers and Geoscientists in the Resource Sector, and the APEGBC/ABCFP Joint Practice Board.
CARRIED

MOTION 3 It was moved and seconded that Council directs staff to bring an implementation plan to Council for the June 18, 2010 Council meeting.
CARRIED

Council requested the following items to be included in the implementation plan:

- what kind of external funding might be available and how much,
- government relations considerations, and
- the plan to be presented in a format that sets out recommendations along with projected costs so that Council can review them item by item.

CO-10-53 CRITERIA AND GROUND RULES TO GUIDE DEVELOPMENT OF POSITION PAPERS

MOTION 1 It was moved and seconded that Council approve the proposed Criteria and Ground Rules to guide the development of position papers.
CARRIED

MOTION 2 It was moved and seconded that it be the responsibility of the Immediate Past President to receive and bring forward for Council approval a topic idea(s) for a position paper as well as a suggestion for the appropriate committee or working group to draft the paper.
CARRIED

CO-10-54 ELECTRONIC SEALS AND DIGITAL CERTIFICATES, MINIMUM LEGAL REQUIREMENTS AND BEST PRACTICES

MOTION It was moved and seconded that APEGBC Council approve the Best Practices regarding the use of electronically applied seals and digital signatures on engineering/geoscience documents as identified in the “Discussion” section of this Council Report dated January 26, 2010.
CARRIED

Best Practices from Discussion section of Council Report, dated January 26, 2010:
“The following best practices are recommended for the use of electronically applied seals and digital signatures:

- 1) APEGBC members/licensees should apply an APEGBC approved digital signature to engineering/geosciences documents which have been sealed using a digital version of the member’s/licensee’s seal.
- 2) The digital signature technology service provider should meet the following:
 - a) they are experienced in providing this technology to members/licensees of other professional associations.
 - b) they have the resources, technical support and systems in place so as to provide continuity of service for years to come.
 - c) the protocols set up by the service provider are consistent with APEGBC’s authority to regulate the use of the member’s/licensee’s seal by allowing APEGBC to revoke or suspend the member’s/licensee’s ability to use their seal.
 - d) the protocols set up by the service provider are consistent with APEGBC’s need to ensure that only a P.Eng., P.Geo. or licensee is granted the authority to own and use an electronically applied seal with their personalized digital signature.
 - e) the service providers platform offers flexibility and ease of use for a wide range of purposes and applications (e.g. compatible with different file formats, ability to seal, sign and date multiple sets of engineering/geoscience documents with the stroke of one key).
 - f) the digital signature technology is compatible with that used by members of the Architectural Institute of BC.
 - g) the technology service provider uses a Public Key Infrastructure which is a combination of hardware, software, people, policies and procedures needed to create, manage, distribute, use, store, and revoke digital signatures.
 - h) the digital signature is compliant with the International Telecommunications Union X509v3 standard.
 - i) as in the case for the ink seal, the digital signature remains under the sole control and possession of the member/licensee and for application purposes can be stored on the media of the member’s/licensee’s choice (i.e. hard drive, memory stick).
 - j) Interfaces are provided between the technology and the software used by members/licensees so the image of the member’s seal with signature and date appears when printing the document.”

It was noted that the initial investment made by APEGBC in electronic seal technology will be offset by recruitment into the program and full cost recovery is expected.

CO-10-55 FOUNDATION AND BENEVOLENT FUND SCOPING

MOTION 1 It was moved and seconded that a task force be established to do a review of the activities and operations of the Foundation and the Benevolent Fund, and that the task force provide a report containing specific recommendations to Council and to the Foundation and Benevolent Fund Boards of Trustees by June 18, 2010.
CARRIED

MOTION 2 It was moved and seconded that the Terms of Reference for the Benevolent Fund and Foundation Review Task Force be approved.
CARRIED

MOTION 3 It was moved and seconded that the terms of reference for the Benevolent Fund and Foundation Review Task Force be amended to indicate that the Chair be chosen by council.
CARRIED

MOTION 4 It was moved and seconded that Michael Isaacson PEng and Jeff Holm PEng be appointed as the Council representatives to the Benevolent Fund and Foundation Review Task Force and that Michael Isaacson PEng be appointed as Chair of the Task Force.
CARRIED

CO-10-56 SUPPORT FOR MEMBERS RUNNING FOR PUBLIC OFFICE

MOTION It was moved and seconded that Council continue to support the current policy of political neutrality for APEGBC by abstaining from activities that could indicate candidate endorsement, including the publication of members running for political office.
CARRIED

CO-10-57 INFORMATION REPORTS

The following reports were received:

- **Financial Report** for the six months ended December 31, 2009 and **Cash Flow Projections** to June 2010.
- **Canadian Council of Professional Geoscientists Director's Report**
- **Engineers Canada Directors' Report:** Dick Fletcher PEng, APEGBC Director to Engineers Canada, provided the report and circulated for information a summary of the Engineers Canada draft strategic plan and business plan under development.

CO-10-58 COMMENTS OF MEETING MEMBERSHIP ENGAGEMENT CHAMPION
Mike Wrinch PEng observed that the meeting was run with a focus on member engagement and public interest in keeping with regulatory responsibilities. The Council echoed a concern for both member input and public safety throughout the meeting.

END OF OPEN SESSION

Minutes approved as circulated at Council meeting of 23 April 2010. Minute #CO-10-66.