

MINUTES OF THE OPEN SESSION OF THE FIFTH MEETING OF THE 2009/2010 COUNCIL of the Association of Professional Engineers and Geoscientists of British Columbia, held on JUNE 18, 2010 in the LARGE BOARDROOM, APEGBC OFFICES, 4010 REGENT STREET, BURNABY, BC.

Present

Council	Russ Kinghorn, PEng MBA	- President (Chair)
	Margaret Li, PhD, PEng	- Past President
	Frank Denton, PEng.	- Vice-President
	Emily Cheung, PEng	- Councillor
	John Clague, PGeo PhD	- Councillor
	Joan Hansen, OD	- Councillor – via teleconference to 2:47 pm
	Jeff Holm, PEng	- Councillor
	Michael Isaacson, .PEng PhD	- Councillor
	Harlan Kelly, PEng	- Councillor
	Joe Martignago	- Councillor
	Claudia Ng, PEng	- Councillor
	Marilyn Pattison, PhD	- Councillor
	Bob Patrick, PEng	- Councillor – left meeting at 1:50 pm
	Ross Rettie, PEng	- Councillor
	Kevin Turner, PEng	- Councillor – via teleconference to 2:05 pm
	Mike Waberski, BCLS	- Councillor
Mike Wrinch, PhD PEng.	- Councillor	
Guests	Dick Fletcher, PEng	- APEGBC Director to Engineers Canada
	Bob Ito, PEng PhD	- Former APEGBC Director to Engineers Canada
	Bill MacPherson AScT	- ASTTBC Council Vice President
	Michael Blackman PEng and James Grant PEng	- APEGBC Sustainability Committee
	Eli Mina PRP	- Registered Parliamentarian
	APEGBC Summer Law Students	
Staff	Derek Doyle, PEng MBA	- Executive Director & Registrar
	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
	Fred Wylie, CGA CMA CHRP	- Director, Internal Affairs
	Megan Archibald	- Acting Assoc. Dir. Member Svces & Communications
	Joanne Williamson, BBA	- Executive Assistant to Council (Recorder)

Regrets

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 Michael Isaacson PEng would fill the role of Member Engagement Champion.

The following guests were welcomed: Dick Fletcher PEng, APEGBC Director to Engineers Canada, and Bill MacPherson ASCT, ASTTBC Council Vice President, Bob Ito PEng, former APEGBC Director to Engineers Canada, and Eli Mina, Registered Parliamentarian. APEGBC summer students were introduced.

President Kinghorn recognized the service of Dr. Robert Ito PEng, who recently ended his term as APEGBC Director to Engineers Canada, and the service of Dr. Marilyn Pattison, who will be ending her third term as a government appointee to Council on July 21, 2010 for a total of six years of participation. Council applauded and voiced appreciation for their commitment and dedication over the years.

The Chair verified that Joan Hansen OD and Kevin Turner PEng were participating in the meeting via teleconference.

CO-10-99 OPEN CONSENT AGENDA

The Chair advised that Item 6.1.3 had been removed from the agenda.

MOTION It was moved and seconded that Items 6.1.1, 6.1.2 and 6.1.4 on the Open Consent Agenda be approved. CARRIED

Motions approved via the Open Consent Agenda:

- (Item 6.1.1) MOTION to approve the April 23, 2010 Open Minutes.
- (Item 6.1.2) MOTION that Council approve the recommended appointments and reappointments to APEGBC committees and the nominations and appointments to external boards as follows:

Individual	APEGBC Committee or Task Force	Staff Contact	Start Date	Expiry Date
SK Lai, P.Eng.	Consulting Practice Committee	P.Mitchell	06/18/10	06/30/12
Ed Lin, P.Eng.	Building Codes Committee	P.Mitchell	02/01/10	02/01/12
Alan Postolka, P.Eng.	Building Codes Committee City of Richmond Representative	P.Mitchell	06/18/10	06/30/12
Susan Hayes, EIT	Editorial Board	J.Sinclair	06/18/10	06/30/12
Thomas Leung, P.Eng., Struct.Eng.	Investigation Committee	G.Thiele	06/26/10	06/26/12
Oliver Bonham, P.Geo.	Discipline Committee	G.Thiele	06/26/10	06/26/12

Dave Ricketts, P.Eng.	AIBC/APEGBC Enhanced Building Envelope Services (EBES) Specialist Designation Working Group	G.Thiele	07/01/10	07/01/12
Mark Lawton, P.Eng.	AIBC/APEGBC Enhanced Building Envelope Services (EBES) Specialist Designation Working Group	G.Thiele	07/01/10	07/01/12
Joel Schwartz, P.Eng.	AIBC/APEGBC Enhanced Building Envelope Services (EBES) Specialist Designation Working Group	G.Thiele	07/01/10	07/01/12
Greg Miller P.Eng.	Discipline Committee	G.Thiele	05/12/10	05/12/12

Individual	Outside Board or Committee	Term of Appointment
Ken W. Newbert, P.Eng.	City of Surrey – Advisory Design Panel	2 year
John A. Makepeace, P.Eng.	City of Surrey – Advisory Design Panel	2 year
Tim M. Smith, P.Geo., Eng.L.	District of Squamish Bylaw Working Group	1 year
Michael Blackman, P.Eng.	City of Vancouver – Greenest City 2020 External Advisory Committee	1 year
Geoff G. Dyer, P.Eng.	District of Squamish – Advisory Design Panel	1 year

- ((Item 6.1.4) MOTION – Guidelines for Fire Protection Engineering Services for Building Projects: approval of the draft APEGBC Guidelines for Fire Protection Engineering Services for Building Projects, revised June 1, 2010, for final editorial and legal review.

CO-10-100 OPEN REGULAR AGENDA

MOTION **It was moved and seconded that the Open Regular Agenda be approved as circulated.**
CARRIED

CO-10-101 2010/2011 OPERATING BUDGET

Frank Denton PEng, Vice President, presented the details of the 2010/2011 budget. Key points presented to and discussed with Council included:

- compliance with the Sustainable Financial Policy and presentation of a balanced budget.
- review of the budget by the Executive Committee which acts as the APEGBC Council Finance Committee.
- financial benchmarking with similar-sized Canadian provinces.
- process refinements due to legislative amendments granting Council the right to set fees by a two-thirds vote of Council.
- a fee increase that will restore funding to core regulatory programs to 91% from the current 74%.

Bob Patrick left the meeting at 1:55 pm.

MOTION It was moved and seconded that Council approve the 2010/2011 Operating Budget with total revenue of \$11,154,699 and total expenditures of \$10,954,699 and a Contribution Before Appropriations of \$200,000.
CARRIED

CO-10-102 FEE INCREASE

MOTION It was moved and seconded that Council approve an annual professional member fee of \$335, an increase of \$56 effective January 1, 2011.
CARRIED BY MORE THAN 2/3 VOTE

CO-10-103 2010/2011 CAPITAL BUDGET

MOTION It was moved and seconded that Council approve a 2010/2011 capital budget of \$200,000 consisting of \$85,000 for Computer Systems, \$40,000 for Systems Disaster Recovery, and \$75,000 for Property & Building Enhancements.
CARRIED

Kevin Turner left the meeting (via teleconference) at 2:05 pm.

Discussion ensued regarding communications to the membership regarding the fee increase. The draft communication will be circulated to Council for review prior to publication.

CO-10-104 2010 COMPETENCY FRAMEWORK APPROVAL IN PRINCIPLE -
REGISTRATION COMMITTEE ITEM

MOTION It was moved and seconded that the 2010 APEGBC Competency Framework for assessment of experience towards professional engineer registration be approved in principle.
CARRIED

CO-10-105 TERMS OF REFERENCE FOR THE INVESTIGATION COMMITTEE -
GOVERNANCE COMMITTEE ITEM

MOTION It was moved and seconded that the revised Investigation Committee Terms of Reference be approved.
CARRIED

CO-10-106 TERMS OF REFERENCE FOR THE DISCIPLINE COMMITTEE -
GOVERNANCE COMMITTEE ITEM

MOTION It was moved and seconded that the revised Discipline Committee Terms of Reference be approved.
CARRIED

Prior to the next item, the Chair was passed to Margaret Li PEng. Russ Kinghorn and Frank Denton left the meeting.

CO-10-107 TRAVEL AND RELATED EXPENSES REIMBURSEMENT POLICY - GOVERNANCE COMMITTEE ITEM

The policy and procedure were reviewed as recommended by the Governance Committee. It was agreed to revise the wording to indicate “designated Councillors” for the case of the President delegating another Councillor to represent APEGBC at an event.

**MOTION It was moved and seconded that the revised Travel and Related Expenses Reimbursement Policy be approved as amended.
CARRIED**

Russ Kinghorn and Frank Denton were called back into the meeting and Russ Kinghorn resumed the role of Chair.

CO-10-108 MANAGEMENT OF MOTIONS AT AGM - GOVERNANCE COMMITTEE ITEM

Under a new process members would be given the opportunity to submit motions for the AGM in advance of the meeting as well as from the floor at the meeting. The new process will be advertised to members via APEGBC publications. All motions will be reviewed to ensure they are in the appropriate format and correspond with the Association mandate to protect the public interest in the practice of the engineering and geoscience professions.

**MOTION It was moved and seconded that the process for managing motions at the AGM be approved as recommended by the Governance Committee.
CARRIED**

CO-10-109- RENEWAL STRATEGY: PROFESSIONAL RENEWAL PROGRAM PROGRESS REPORT

**MOTION It was moved and seconded that Council accepts the Professional Renewal Progress Report and approves its publication.
CARRIED**

CO-10-110 QUALITY MANAGEMENT BYLAW

**MOTION It was moved and seconded that Council approve the attached draft revised Quality Management Bylaws for final editorial and legal review for inclusion in a bylaw amendment package which will be issued to the membership as a packaged bylaw vote.
CARRIED**

CO-10-111 BUILDING THE ENGINEERING & GEOSCIENCE COMMUNITY: TASK FORCE STATUS REPORT

A short verbal report was provided. The Task Force will become active as soon as the selected members confirm their availability.

CO-10-112 APEGBC BRANCH REPRESENTATIVES: FEEDBACK FROM THEIR MEETING OF MAY 14, 2010

MOTION It was moved and seconded that the President send a letter of thanks to employers to recognize their contribution when requested to do so by the branch chair or member involved.

CARRIED

MOTION It was moved and seconded that recognition be given in Innovation magazine when a company contributes in an exceptional way.

CARRIED

It was agreed that the determination of “exceptional way” will be at the discretion of staff.

Joan Hansen left the meeting (via teleconference) at 2:47 pm.

CO-10-113 INFORMATION REPORTS

The following reports were received:

- **Financial Report** for the 10 months ended April 30, 2010, and **Cash Flow Projections** to June 30, 2010.
- **Geoscientists Canada (Canadian Council of Professional Geoscientists) Director’s Report:** The Geoscientist Canada AGM was attended by APEGBC members James Moors PGeo, GC President elect, Lindsay Bottomer PGeo, APEGBC Director to GC, and John Clague PGeo, APEGBC Councillor.
- **Engineers Canada Directors’ Report:** Dick Fletcher PEng, APEGBC Director to Engineers Canada provided an update on the recent EC AGM held in Vancouver which was attended by several members of Council.
- **Member Engagement Report:** the yearly member engagement strategy report was presented. Council members noted this was an excellent program for stakeholder engagement, with kudos given for the induction ceremonies welcoming new members.

Michael Blackman PEng, Chair of the Sustainability Committee and James Grant PEng, also of the Sustainability Committee, entered the meeting and were introduced.

- **Sustainability Committee Report:** the report was reviewed and a short discussion ensued. It was noted that the Sustainability Committee looks to the longer view of how engineering impacts the public, while the Environment Committee focuses on responding to current and emergent situations with focus on government issues.

- **Climate Change Task Force Report:** status report on the process of the consultation that will be reported at future meetings along with information and analysis requested at an earlier meeting.

Michael Blackman and James Grant left the meeting.

- **Continuing Professional Development Committee Report (added item to agenda):** Frank Denton provided a short verbal report on the work of the CPD Committee which met on June 17 to review the results of a recent survey of members regarding CPD issues. Two responses of interest:
 - 1) over 60% respondents indicated that harmonization with the CPD provisions of other provinces is desirable or very desirable.
 - 2) over 50% of respondents indicated that work should be included or could be included as part of professional practice.A more detailed report will be coming forward to Council at a future meeting.
- **Act Amendments (Scheduled Work Plan Item): Update - Changes to Stakeholder Consultation Process:** the timing of the consultation surveys has been changed due to the number of member surveys currently circulating. A package of legislative amendments will be considered by Council at a future meeting.
- **Recent Policies Posted to APEGBC Website:** Council-approved policies recently posted to the APEGBC website:
 - Oversight of the Investigation and Discipline Committees
 - Council Correspondence Management Policy

- CO-10-114 COMMENTS OF MEETING MEMBERSHIP ENGAGEMENT CHAMPION
Highlights of the Member Engagement Champion observations were as follows:
- a long debate on the budget issues indicated Council was mindful of the diversity of opinions among members in bringing the issues forward.
 - the Branch representatives report and feedback was helpful.
 - the Member Engagement report outlined many of the different features incorporated into that process.

END OF OPEN SESSION

Minutes approved as circulated at August 9, 2010 Council meeting. (CO-10-122)