

MINUTES OF THE OPEN SESSION OF THE FOURTH MEETING OF THE 2011/2012 COUNCIL of the Association of Professional Engineers and Geoscientists of British Columbia, held on MARCH 16, 2012, in the LARGE BOARDROOM, APEGBC OFFICES, BURNABY, BC.

Present

Council	Jeff Holm PEng FEC	- President (Chair)
	Frank Denton PEng FEC	- Past President
	Michael Isaacson PEng PhD	- Vice President
	Vic Baker PEng FEC	- Councillor
	Matt Cameron PEng FEC	- Councillor
	Emily Cheung PEng FEC	- Councillor
	Ana Fernandes CIM FCSI	- Councillor
	Donna Howes PEng	- Councillor
	Harlan Kelly PEng	- Councillor
	Joe Martignago BA MBA	- Councillor
	Andy Mill PEng/StructEng FEC	- Councillor
	Mark Porter PEng/StructEng	- Councillor
	Mike Waberski BCLS	- Councillor
	Mike Wrinch PEng PhD	- Councillor
	Sheila Wynn PhD	- Councillor
Guests	Bill MacPherson ASCT	- President, Applied Science Technologists & Technicians of BC (ASTTBC)
	Margaret Li PEng PhD FEC	- APEGBC Director to Engineers Canada
	Russ Kinghorn PEng FEC	- APEGBC Director to Engineers Canada and Chair, Value for Money Steering Committee
	John Watson PEng FEC	- Expert Reviewer, Registration Fairness Panel
	Fariborz Ordubadi PEng	- Past Chair, Iranian Engineers of BC Assoc.
	Mahmoud Mahmoud PEng	- APEGBC Liaison, Iranian Engineers of BC Assoc.
Staff	Derek Doyle PEng	- CEO & Registrar
	Gill Pichler PEng FEC	- Director, Registration & Admissions (to 2 pm)
	Megan Archibald	- Assoc. Dir. Comm. & Stakeholder Engagement
	Joanne Williamson	- Executive Assistant to Council (Recorder)
Staff Attending As Required	Peter Mitchell PEng FEC	- Director, Prof. Practice, Standards & Devel.
	Geoff Thiele LLB Hon FEC	- Director, Legislation, Ethics & Compliance
	Jennifer Cho CGA	- Director, Finance & Administration
	Ray Filipak PEng	- Assoc. Dir. Admissions
	Gilbert Larocque PEng LLB	- Assoc. Dir. Professional Practice
	Vincent Lai CGA	- Manager, Accounting
<u>Regrets</u>	John Clague PGeo PhD	- Councillor
	Herb Hawson PEng FEC	- Councillor

OPEN SESSION

CALL TO ORDER

Jeff Holm PEng, President and Chair, called the meeting to order at 10:20 am. He advised that Mike Wrinch PEng would act as the Membership Engagement Champion and Michael Isaacson PEng PhD, Vice President, would be the meeting Parliamentarian.

Council was advised the following guests would be welcomed over the course of the meeting: Bill MacPherson ASCT, President, Applied Science Technologists & Technicians of BC (ASTTBC); Margaret Li PEng and Russ Kinghorn PEng, APEGBC Directors to Engineers Canada; John Watson PEng, representing the Registration Fairness Panel, Fariborz Ordubadi PEng, Past Chair, Iranian Engineers of BC Association (IEBCA), and Mahmoud Mahmoud PEng, IEBCA member.

CO-12-56 OPEN CONSENT AGENDA

MOTION **It was moved and seconded that Items 6.1 to 6.3 on the Open Consent Agenda be approved.**
CARRIED

The following items were approved under the above motion:

6.1. MOTION that the January 27, 2012 Open Meeting minutes be approved.

6.2. APPOINTMENTS/NOMINATIONS: MOTION that Council approve the recommended appointments and reappointments to APEGBC Committees, the nominations/appointments to external boards and appointments to Council committees.

Individual	APEGBC Committee or Task Force	Staff Contact	Start Date	Expiry Date
Neil Nyberg PEng FEC	Investigation Committee	G.Thiele	03/16/2012	03/16/2014
Erin Moxon PEng	Sustainability Committee	M. Archibald	03/16/2012	03/16/2014
Jody Rechenmacher PEng	Sustainability Committee	M. Archibald	03/16/2012	03/16/2014
Gord Tycho EIT	Sustainability Committee	M. Archibald	03/16/2012	03/16/2014
Ann English PEng	Standing Awards Committee	M. Archibald	03/16/2012	03/16/2014
Alexander Rosemann PEng	Continuing Professional Development Committee	D. Olychick	04/23/2012	04/23/2014
Mahmoud Mahmoud PEng	Continuing Professional Development Committee	D. Olychick	04/23/2012	04/23/2014
Tejas Goshalia PEng	Continuing Professional Development Committee	D. Olychick	04/23/2012	04/23/2014
Paul Blanchard PEng FEC	Chief Scrutineer for Member Petition Ballot	D. Olychick	03/16/2012	06/30/2012
Bill Gilmartin PEng FEC	Scrutineer for Member Petition Ballot	D. Olychick	03/16/2012	06/30/2012
John Watson PEng FEC	Scrutineer for Member Petition Ballot	D. Olychick	03/16/2012	06/30/2012
Conor Reynolds PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Craig Sutherland PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014

Individual	APEGBC Committee or Task Force	Staff Contact	Start Date	Expiry Date
David Campbell PGeo	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Robert Stupka PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Pascal Poudenx PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Brent Burton PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Jennifer Pouliotte BC Ministry of Environment	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Malcolm Shield EIT	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Kevin Hydes PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Mark Porter PEng	Climate Change and Adaptation Advisory Group	P. Mitchell	03/16/2012	03/16/2014
Individual	Outside Board, Committee or Task Force	Staff Contact	Start Date	Expiry Date
R.S. (Steve) Black PEng	University Endowment Lands Advisory Design Panel	P. Mitchell	March 16, 2012	March 16, 20115

6.3. REGISTRATION COMMITTEE:

MOTION that the policy on Minimum Academic Requirements for Registration for engineering applicants be modified to allow postgraduate degrees from Non-Accredited Reputable International Programs to be treated similarly to postgraduate degrees from Accredited Programs.

End of motions carried under approval of Consent Agenda.

CO-12-57 OPEN REGULAR AGENDA

MOTION **It was moved and seconded that the open meeting regular agenda be approved with addition of Item 7.8 Engineers Canada guidelines.**
CARRIED

CO-12-58 GOVERNANCE COMMITTEE REPORT – VIDEO ELECTION STATEMENTS AND COUNCIL PEER REVIEW

Consideration was given to adding video statements to the election process to engage and increase voter participation. The Governance Committee decided to defer any decision until there is more information on the voting results for other associations using this format. Consequently no funding request will be made in the 2012/2012 budget for the costs of providing video statements.

The Governance Committee reviewed various peer review surveys formats but concluded that these kinds of reviews are better suited to groups with low turnover and would be of limited benefit to APEGBC Council.

CO-12-59 GOVERNANCE COMMITTEE: COUNCIL OATH OF OFFICE AND CONFIDENTIALITY UNDERTAKING

At the December 2, 2011 meeting, Council requested that the Governance Committee review the Council Oath of Office. Upon the advice of a registered

parliamentarian, the Committee brought forward recommendations to provide more information on the Oath of Office to nominees and write-in candidates.

MOTION **It was moved and seconded that the amended Prospective Nominee Profile and Declaration Form and the amended 25 Member Signature Nomination Form be approved as circulated.**
CARRIED

The Governance Committee made recommendations for a process to minimize risks if a Councillor declines to take the Oath of Office.

MOTION **It was moved and seconded that when a Council member declines to sign the Oath of Office that:**
a) **he or she be requested to sign a Confidentiality Agreement, similar to that signed by some APEGBC committee members, for the Closed Agenda and Mandate Sections of Council meetings;**
b) **if the Council member declines to sign a Confidentiality Agreement, he or she would be asked before the Closed and Mandate Sections of any Council meeting to confirm that he or she will maintain confidentiality and that would be recorded in the minutes; and**
c) **if the Council member declines to confirm his or her duty of confidentiality on the record, Council will consider its right and duty to exclude that person from those portions of the meeting.**
CARRIED

CO-12-60 GOVERNANCE COMMITTEE: AMENDMENTS TO COUNCIL GOVERNANCE POLICY CG#8
At its December 2, 2011 meeting, Council requested that the Governance Committee review the issue of “speaking with one voice” as related to decisions made by Council. The recommendations provide the expectation that Councillors accept majority collective decisions. Amendments were proposed to the Council Code of Conduct – Governance Policy CG#8 to incorporate the recommendations.

MOTION **It was moved and seconded that the amended Council Governance Policy CG#8 be approved as circulated.**
CARRIED

CO-12-61 GOVERNANCE COMMITTEE: NOTICE OF MOTION
Recommended amendments to the Council agenda development process documents incorporated notice of motion as provided under Robert’s Rules of Order.

MOTION **It was moved and seconded that Council approve amendments to 1) the APEGBC Council Process for Councillors to Bring Forward Items to Council Agendas, and 2) the APEGBC Council Agenda Development Process as circulated.**
CARRIED

CO-12-62 BUILDING THE ENGINEERING AND GEOSCIENCE COMMUNITY TASK FORCE
REPORT (SCHEDULED WORK PLAN ITEM)

Emily Cheung PEng, Chair of the Building the Engineering and Geoscience Community Task Force, presented the final report of the Task Force.

The purpose of the Task Force was to develop a strategy to engage and earn the respect of current and potential members outside of the five core disciplines of civil, structural, mechanical, electrical and chemical engineering so that the public interest is best served with respect to assuring public safety in the practice of engineering and geosciences. Seven target groups were studied:

- 1) those in research and development fields,
- 2) public sector non-member engineers and geoscientists,
- 3) industrial non-member engineers,
- 4) emerging disciplines,
- 5) electrical, software, and information and communication technology engineers,
- 6) project management engineers and
- 7) geoscience educators.

A number of go-forward options were outlined along with their funding ramifications for future discussion at the Council Planning Session in September.

**MOTION It was moved and seconded that Council accept the Final Report of the Building the Engineering and Geoscience Community Task Force.
CARRIED**

**MOTION It was moved and seconded that the Building the Engineering and Geoscience Community Task Force be formally stood down with an expression of thanks to its members.
CARRIED**

**MOTION It was moved and seconded that Council identify the report as a priority item for examination at the 2012 Planning Session.
CARRIED**

CO-12-63 ANNUAL REPORT OF THE REGISTRATION FAIRNESS PANEL

The Registration Fairness Panel is an independent, non-statutory body that examines the fairness of the process of an application when an appeal of a registration decision made by the applicant has been rejected by the Registration Committee. John Watson PEng, one of the three Expert Panel Reviewers, advised that the Registration Committee agreed with all determinations of the Fairness Panel between March 2011 and February 2012. Council members expressed appreciation for the work of the Fairness Panel and noted it is an effective tool to deal with some very complicated issues in the registration process.

**MOTION It was moved and seconded that Council accepts the report of the Registration Fairness Panel.
CARRIED**

Minor refinements to the Registration Policy on the Fairness Panel were brought forward and reviewed.

MOTION **It was moved and seconded that the amendments to the *Policy on The Fairness Panel and Review of Reassessment Requests (Appeals)* be approved.**
CARRIED

CO-12-64 IRANIAN ENGINEERS OF BC ASSOCIATION (IEBCA) PRESENTATION (SCHEDULED WORK PLAN ITEM)
Fariborz Ordubadi PEng, Past Chair IEBCA, and Mahmoud Mahmoud PEng, IEBCA member and APEGBC Liaison, were introduced and welcomed. They outlined the primary purposes of the IEBCA organization to help their members integrate into BC engineering society, educate members about APEGBC and help them succeed in registration and promote their general professional interests and career development.

Council expressed thanks for the presentation and suggested that 1) an IEABC link be added to the APEGBC Internationally Trained Engineers resource website, 2) a card be developed to mail to applicants from Iran providing IEABC information and 3) that information on the APEGBC mentoring program be shared with IEABC and participation encouraged.

CO-12-65 VALUE FOR MONEY STEERING COMMITTEE REPORT
Russ Kinghorn PEng, Chair of the Value for Money Steering Committee, presented Council with recommendations for improvements to the Terms of Reference and the Review Plan for the Steering Committee.

There was discussion regarding initiating the next Value for Money Review leading to a suggestion that a deferment of one year be considered before beginning the next process due to the following points:

- 1) There are a number of recommendations contained in this year's consultant's report that require significant time to review and plan for improvements,
- 2) Many of the recommended improvements in this year's report are contingent upon improved IT infrastructure that is in a building phase. Development of this infrastructure will affect the departments scheduled for future review and perhaps make their immediate review less effective.
- 3) Workload considerations for the new CEO when that person comes on board.
- 4) A deferment of one year would provide time to establish and clarify deliverables.

After this discussion, the Terms of Reference and Review Plan were reviewed and received. As the next leader for the Value for Money Review process, Past President Frank Denton was requested to finalize revisions to the wording of the Terms of Reference, for example, to change "annually" to "periodically."

MOTION **It was moved and seconded that the amendments to the Value for Money Steering Committee Terms of Reference & Process be received.**
CARRIED

CO-12-66 BRANCH DEVELOPMENT OPTIONS REPORT - ROUND TWO

Council reviewed implementation options proposed to provide additional support for Branches. After discussion, the options were ranked as follows:

- 1) Option 3: Speaker Support – increase attendance at Branch events by encouraging use of high-impact speakers and subsidizing their associated travel and honoraria.
- 2) Option 2: Town Hall Meetings – organize events that host discussion panels on important Association issues to increase engagement and understanding of Association issues.
- 3) Option 1: EIT/GIT Outreach – increase value and benefits of maintaining EIT/GIT membership through outreach events.
- 4) Option 4: Corporate Engagement – build a corporate engagement strategy and program to align/partner with engineering and geoscience companies.

MOTION **It was moved and seconded that Council approve Branch Development Options in the order of 3-2-1-4, subject to final approval in the 2012/2013 budget.**

CARRIED

CO-12-67 ENGINEERS CANADA GUIDELINES

Engineers Canada has approved five guidelines recently revised, consolidated or modernized through the efforts of the Canadian Engineering Qualifications Board (CEQB). The guidelines are of wide application for all engineering associations.

- Guidelines on the Code of Ethics
- Guidelines on the Practice of Professional Engineering
- Guidelines on the Admission to Practice of Engineers in Canada
- Guidelines for Engineers in Training Programs
- Guidelines for the Professional Practice Exam

MOTION **It was moved and seconded that the guidelines be circulated to appropriate committees and staff for information, reference and to provide feedback on any that are suitable for APEGBC to accept and adopt.**

CARRIED

CO-12-68 INFORMATION ONLY REPORTS (OPEN)

- **Financial Report:** the financial report for the months ended January 31, 2012 indicates total revenues are above budget and total expenditures are below budget. The year-end forecast will be presented at the next Council meeting and a surplus is expected. In answer to a query about provision for legal fees, Jennifer Cho CGA, advised there have been considerable overall savings in legal costs.
- **Bylaw Consultation Process for Alternative Complaint Resolution**
Bylaw: an online member survey has started and a full report on the consultation results is expected at the May 4, 2012 Council meeting.

- **Report on Implementation of Limited Licence Renewal Task Force Recommendations:** 14 of 20 recommendations have been implemented, 5 more have been initiated and 1 is pending. A review of website terminology is on hold pending other website initiatives.
- **Engineers Canada (EC) Report:** Margaret Li PEng and Russ Kinghorn PEng, APEGBC Directors to EC provided a brief report. Engineers Canada has started recruitment for a new CEO. Concerns previously expressed regarding EC strategic directions are being reviewed with positive impacts expected.
- **Geoscientists Canada (GC) Report:** no report for this meeting. Geoscientists Canada is scheduled for an annual overview report at the May 4, 2012 meeting.
- **Branch Engagement Report:** Megan Archibald, Associate Director, Communications & Stakeholder Engagement, reminded Councillors of the Branch Reps Spring Meeting April 26 and 27, with emphasis on the dinner meeting and speaker on Thursday, April 26. There was a short discussion regarding the expectations for Council Pairings with Branches which is primarily a communication and liaison/interface role.
- **President's and Vice President's Reports:** Vice President Isaacson highlighted the Induction ceremony on March 15 as an encouraging and heartwarming experience to welcome newly registered engineers and geoscientists. Several Council members also attended.

END OF OPEN SESSION

The meeting ended at 2:00 pm.

Minutes approved as circulated at the May 4, 2012 Council Meeting – CO-12-75