

MINUTES OF THE OPEN SESSION OF THE FIFTH MEETING OF THE 2012/2013 COUNCIL of the Association of Professional Engineers and Geoscientists of British Columbia, held on MAY 3, 2013, in the WHISTLER ROOM, APEGBC Offices, BURNABY, BC.

Present

Council	Michael Isaacson P.Eng. PhD FEC	- President (Chair)
	Jeff Holm P.Eng. FEC	- Past President
	Michael Bapty P.Eng. FEC	- Vice President
	Arnold Badke P.Eng.	- Councillor
	Shiloh Carlson P.Eng.	- Councillor
	John Clague P.Geo. PhD	- Councillor
	Ana Fernandes CIM FCSI	- Councillor
	Donna Howes P.Eng. FEC	- Councillor
	Harlan Kelly P.Eng.	- Councillor
	Garth Kirkham P.Geo.	- Councillor (left at 12:00 noon)
	Joe Martignago BA MBA	- Councillor
	Karen Savage P.Eng. FEC	- Councillor
	Mike Waberski BCLS	- Councillor
	Mike Wrinch P.Eng. PhD FEC	- Councillor
	Sheila Wynn PhD	- Councillor
Guests	Dave Rutherford, ASCT BCLS CLS	- Vice President, Applied Science Technologists & Technicians of BC (ASTTBC)
	Russ Kinghorn P.Eng. FEC	- APEGBC Director to Engineers Canada
	Martin Fandrich P.Eng.	- APEGBC Branch Representatives Chair
	Oliver Bonham P.Geo.	- CEO, Geoscientists Canada
	<u>Landslide Risk Advisory Group:</u>	
	- Mike Currie P.Eng. FEC	- President, Kerr Wood Leidal Associates Ltd
	- Matthias Jakob P.Geo. PhD	- Senior Geoscientist, BGC Engineering Inc.
	- Mike Church P.Geo. PhD	- Professor Emeritus, UBC
	<u>Registration Fairness Panel:</u>	
	- Paul Blanchard P.Eng. FEC	- Co-Chair
	- Phil Sunderland P.Eng. FEC	- Co-Chair
	- John Watson P.Eng. FEC	- Co-Chair
Staff	Ann English P.Eng.	- CEO & Registrar
	Tony Chong P.Eng.	- Chief Regulatory Officer & Deputy Registrar
	Janet Sinclair FEC (Hon.)	- Chief Operating Officer
	Jennifer Cho CGA	- Director, Finance & Administration
	Gill Pichler P.Eng. FEC	- Director, Registration & Admissions
	Megan Archibald	- Director, Communications & Stakeholder Engagement
	Joanne Williamson	- Council Administrator (Recorder)
Staff attending as required	Peter Mitchell P.Eng. FEC	- Director, Professional Practice, Standards & Development
	Geoff Thiele LLB FEC (Hon.)	- Director, Legislation, Ethics & Compliance
	Don Gamble	- Director, Information Technology
	Ailene Lim	- Acting Director, Member Services

Ray Filiipiak P.Eng.	- Associate Director, Admissions
Gilbert Larocque P.Eng. CD LLB	- Associate Director, Professional Practice
Vincent Lai CGA	- Associate Director, Finance & Administration
Chelsea Smith	- Communications Coordinator
Sim Manhas	- Administrative Assistant
Corinne Baerg	- Summer Law Student, Registration
Stephen Shields	- Summer Law Student, Registration

Regrets

Herb Hawson P.Eng. FEC	- Councillor
Andy Mill P.Eng./Struct.Eng. FEC	- Councillor

OPEN SESSION

CALL TO ORDER

Dr. Michael Isaacson, President and Chair, called the meeting to order at 10:50 am. Vice President Mike Bapty acted as the Parliamentarian and Arnold Badke was the Membership Engagement Champion for this meeting. The Chair noted that Councillors Herb Hawson and Andy Mill had provided regrets in advance of the meeting and that Councillor Garth Kirkham had provided notice that he would leave after the lunch break.

Guests: The Chair advised the following guests would be welcomed over the course of the meeting: Dave Rutherford, ASCT BCLS CLS; Vice President, Applied Science Technologists & Technicians of BC (ASTTBC); Russ Kinghorn P.Eng. FEC, APEGBC Director to Engineers Canada; Martin Fandrich P.Eng., APEGBC Branch Representatives Chair; Oliver Bonham P.Geo., CEO, Geoscientists Canada. For the report on Landslide Risk, Mike Currie P.Eng. FEC, Matthias Jakob P.Geo. PhD and Mike Church P.Geo. PhD. For the report of the Registration Fairness Panel, Co-Chairs Paul Blanchard P.Eng. FEC, Phil Sunderland P.Eng. FEC, and John Watson P.Eng. FEC.

President Remarks: Isaacson provided an update on various presidential activities since the last meeting that included the Association of Consulting Engineering Companies - BC awards gala, the APEGBC Branch Reps meeting, iron ring ceremonies in Vancouver and Kelowna, the UBC-Okanagan graduation ceremony, and the Association of Professional Engineers and Geoscientists of Alberta AGM and conference. A highlight was the May 2 Induction Ceremony for newly registered engineers and geoscientists, also attended by many Councillors. In addition to Executive Committee and other meetings to prepare for today's budget presentation, President Isaacson also met with staff planning the upcoming Relevance workshops and focus groups.

CO-13-69 OPEN CONSENT AGENDA

**MOTION It was moved and seconded that Items 6.1 to 6.10 on the Open Consent Agenda be approved.
CARRIED**

Motions carried by approval of the above Consent Agenda motion:

- 6.1. **MOTION** that the March 8, 2013 Open Meeting minutes be approved.
- 6.2. **MOTION** that Council approve the recommended appointments and reappointments to APEGBC Committees, and Task Forces as follows:

Individual	APEGBC Committee or Task Force	Staff Contact	Start Date	Expiry Date
Neil. A. Cumming FACI, P.Eng.	Discipline Committee	G. Thiele	May 3, 2013	May 3, 2015
John Pao P. Eng./Struct.Eng.	Investigation Committee	G. Thiele	May 3, 2013	May 3, 2015
Michael Bapty P.Eng.	Chair, Value for Money Review Steering Committee	J. Cho	May 3, 2013	May 3, 2014
Jeff Wilson P.Geo.	Geoscience Committee	R. Filipiak	May 3, 2013	May 3, 2015
Dr. Jim McEwen P.Eng.	Standing Awards Committee	M. Archibald	May 3, 2013	May 3, 2015
Russ Kinghorn P.Eng. FEC	APEGBC Director to Engineers Canada	A. English	June 2013	June 2015

- 6.3 Seismic Retrofit Guidelines for Midrise University Buildings: **MOTION** that Council endorse the revisions to the Manual Volumes 2, 4, 5 and 12 of the Seismic Retrofit Guidelines and the Seismic Performance Analyzer (Version HP1.0) for final editorial review by the APEGBC Seismic Peer Review Committee and the External Peer Review Committee.
- 6.4 Professional Practice Guidelines for Legislated Dam Safety Reviews: **MOTION** that Council endorse the Professional Practice Guidelines – Legislated Dam Safety Reviews in BC (March, 2013 Draft No.3) for final editorial and legal review.
- 6.5 Professional Practice Guidelines - Designing Guards for Buildings: **MOTION** that the APEGBC Council endorse the APEGBC Professional Practice Guidelines – Designing Guards for Buildings as per the attached draft dated June 2012, pending final legal and editorial review.
- 6.6 GOVERNANCE COMMITTEE: Council Meeting Schedule to December of 2015: **MOTION** that the scheduled March 7, 2014 meeting be changed to March 14, 2014; and that the proposed schedule for 2015 be approved as circulated.
- 6.7 GOVERNANCE COMMITTEE: Process for Appointment of Representative to Pacific NorthWest Economic Region: **MOTION** that Council approves the Appointment of Representative to Pacific NorthWest Economic Region (PNWER) policy as circulated.
- 6.8 GOVERNANCE COMMITTEE: Appointment and Election of Councillors to Council Committees: **MOTION** that the process to appoint and elect Councillors to Council committees at the Inaugural meeting be approved.
- 6.9 GOVERNANCE COMMITTEE: 2013 AGM Meeting Rules: **MOTION** that no changes be made to the AGM rules for 2013.
- 6.10 GOVERNANCE COMMITTEE: Motions Made in Advance of the AGM: **MOTION** that the cut-off deadline for proposed motions made in advance of the AGM be amended from 30 days to 10 days in advance of the AGM and that paper copies of those motions be provided with AGM registration materials handed out at the door.

End of motions approved under the Consent Agenda.

CO-13-70 OPEN REGULAR AGENDA

MOTION **It was moved and seconded that the Open Meeting Regular Agenda be approved as circulated, and that Item 8.5 will be brought forward to an earlier time in the agenda if time allows.**
CARRIED

CO-13-71 EXECUTIVE COMMITTEE: PRESENTATION OF 2013/2014 BUDGET
(SCHEDULED WORK PLAN ITEM)

President Isaacson transferred the Chair to Vice President Mike Bapty in order to provide a presentation on the proposed 2013/2014 budget.

MOTION 1 **It was moved and seconded that Council receive the draft 2013/2014 APEGBC operating and capital budget as presented.**
CARRIED

Council reviewed and discussed the details of the proposed budgets.

MOTION 2 **It was moved and seconded that Council approve the 2013/2014 APEGBC operating and capital budget.**
CARRIED

At this point, Vice President Bapty returned the Chair to President Isaacson.

MOTION TO RECONSIDER MOTION 2
It was moved and seconded that Council reconsider Motion 2.
CARRIED (with 2/3 majority)

Motion 2 was clarified to indicate that approval indicated acceptance of the option containing no fee increase. There was a lengthy debate regarding the philosophy of having yearly small increases - for example, at the rate of inflation - versus having no fee increase with the possibility of a larger increase in future years. The proposed 2013/2014 budget runs a deficit of \$114,000 and a balanced budget would indicate a \$7 fee increase. However, the Association will end the 2012/2013 in a surplus position.

MOTION 2 **It was moved and seconded that Council approve the 2013/2014 APEGBC operating and capital budget (as presented with no fee increase).**
CARRIED

Council discussed the following motion to approve a new target for the General Operating Fund reserves to be increased to 12-weeks of operating expenses. The norm for most organizations and companies is for reserves to be between 12 and 52 weeks of operating expenses and over the next year the Executive Committee will discuss the optimum target for presentation with the 2014/2015 proposed budget.

MOTION 3 **It was moved and seconded that Council approve the new target to be held in the General Operating Fund be \$2.4M or 12 weeks operating**

expenses, and the Executive Committee develop a rational for reserve levels for the FY2014/2015 budget process.
CARRIED

Following the lunch break, Councillor Garth Kirkham left the meeting as previously arranged.

CO-13-72 BUDGET /STRATEGIC PLANNING ALIGNMENT

Council reviewed a proposal to better align the budget process with other processes such as the 3-year planning cycle. This would allow coordination of multiple year projects with staff performance targets and provide improved opportunities for costing and fully evaluating proposed initiatives.

MOTION It was moved and seconded that Council support staff's continued investigation of a 3 year budget aligned to a 3 year strategic plan.
CARRIED

With Council's approval to investigate the alignment concept, more information will come forward to a future meeting.

CO-13-73 BRANCH PRESENTATION

Martin Fandrich P.Eng, Branch Representatives Chair, was introduced and welcomed to the meeting. Council interaction with branches is strongly encouraged and appreciated, particularly Branch-Council pairings that include Councillors connecting with a Branch Chair and attending meetings. At their bi-yearly Branch Reps event in April, goals were reviewed for the next year: 1) to promote the mentoring program and 2) each Branch to hold an informal event targeting a group underserved in the Branch (such as Engineers or Geoscientists in Training), and 3) put forward one nomination for the APEGBC President's Awards. It was suggested the Branches express appreciation to firms who support their employees doing volunteer work as has been done in the past.

Martin Fandrich was applauded and then left the meeting.

CO-13-74 REPORT OF APEGBC DIRECTORS TO ENGINEERS CANADA

MOTION It was moved and seconded that APEGBC Council endorse Russ Kinghorn P.Eng. FEC to seek membership on the Engineers Canada Executive.
CARRIED

Russ Kinghorn reviewed items going forward to the Engineers Canada AGM in early June and received comments and feedback from Council. Due to timelines, the discussion will be summarized and communicated to Council via email for their further comments so that Mr. Kinghorn may pass along the information directly to the Engineers Canada Board.

MOTION It was moved and seconded that APEGBC Council endorses the Ends Policies as presented by Engineers Canada in their April 15, 2013 letter with exceptions as discussed.
CARRIED

The exceptions discussed were as follows:

- Board Policy E-2, #1 needs clarification as to whether implementation will require approval of all Constituent Association public communications by Engineers Canada
- Board Policy E-2, #4 might be amended to add “autonomous” so that it reads “Constituent associations maintain the autonomous right of self-regulation”. The word is added to imply that governments are not dictating specifics of self-regulation i.e. the Constituent Associations will determine how they self-regulate.
- Board Policy E-2 should have a point added to say that Engineers Canada will advocate for policies to deal with (or help prevent) issues such as have been uncovered by the Charboneau Commission given that such issues are not just a Quebec problem.
- Board Policy E-3, #3 should have the word “social” eliminated because it does not seem to fit into the requirements for regulation of the profession. Note that the present wording comes from the Letters Patent for Engineers Canada (soon to become Articles of Incorporation) so this implies that this change should also be made to the Letters Patent.

At this point in the meeting, it was agreed by consensus to move Item 7.8 Government Assessment of Risks for Landslide Safety forward on the agenda. Mike Church P.Geo., Mike Currie P.Eng., and Matthias Jakob P.Geo. were welcomed into the meeting.

CO-13-75 GOVERNMENT ASSESSMENT OF RISKS FOR LANDSLIDE SAFETY (2012 AGM MOTION)

MOTION It was moved and seconded that APEGBC Council approve the three recommendations developed in response to the motion passed at APEGBC’s October 2012 AGM “that Council consider working with the provincial government to establish a level of acceptable landslide risk”.

CARRIED

The three recommendations approved are as follows:

1. Establish a high level government advisory body on natural hazard issues with multi-ministry involvement and broad representation from industry and the professions. The mandate of this advisory body should include reviewing relevant government legislation, regulation and precedents, and advising government on development of natural hazard policy and regulations.
2. Develop a more robust inventory of land subject to natural hazards. This should extend to standardizing approaches for natural hazard and risk mapping.
3. Develop additional tools to assist in the implementation of a risk-based approach in dealing with natural hazards and establish thresholds for natural hazard risk tolerance and acceptability.

To follow on this initiative, a letter will be submitted from APEGBC to the BC Government. Senior government officials will be requested to meet with an APEGBC delegation to discuss APEGBC’s concerns and recommendations.

Mike Currie, Matthias Jakob and Mike Church were thanked and left the meeting. Oliver Bonham P.Geo. entered the meeting.

CO-13-76 ANNUAL REPORT OF GEOSCIENTISTS CANADA (SCHEDULED WORK PLAN ITEM)

Councillor John Clague introduced Oliver Bonham P.Geo., CEO of Geoscientists Canada who provided a presentation on the activities of Geoscientists Canada over the past year along with upcoming plans for the future.

CO-13-77 GEOSCIENTISTS WITHOUT BORDERS

A Geoscientists Without Borders organization has recently emerged in the USA. A letter from the President of Geoscientists Canada dated February 27, 2013 encouraged Canadian constituent associations to indicate their interest in the creation of a Geoscientists Without Borders organization and requested initial feedback on the concept.

**MOTION 1 It was moved and seconded that APEGBC informs Geoscientists Canada of its interest to explore the feasibility of creating a Geoscientists Without Borders organization in Canada similar in concept to the Engineers Without Borders (Canada) organization.
CARRIED**

**MOTION 2 It was moved and seconded that staff be authorized to participate in discussions with Geoscientists Canada to determine the feasibility of forming a Geoscientists Without Borders organization in Canada.
CARRIED**

Oliver Bonham was thanked and left the meeting.

CO-13-78 ENFORCEMENT STRATEGY

Council received a report on the progress and success of the 2011-2013 Enforcement Strategy. The 2013-2016 Enforcement Strategy will continue to pursue the goals of the 2011-2013 Enforcement Strategy with the addition new initiatives.

MOTION It was moved and seconded that Council approves the Enforcement Strategy for July 2013 to June 2016 as follows:

APEGBC's 2013-2016 Enforcement Strategy will continue to pursue the goals of the 2011-2013 Enforcement Strategy with the addition of the following new initiatives:

- 1. Examine the value of and disincentives to professional registration for individuals, employers and the public;**
- 2. Explore opportunities to engage members, other stakeholders and the public to assist with enforcement activities, including identification of low-registration sectors;**
- 3. Use the findings from items 1 and 2, above, to inform continued outreach work with previously identified sectors and to engage newly identified sectors; and**

4. Support negotiation of an Incidental Practice Agreement for P.Geos. and, if the Agreement is approved by Council, its implementation.

CARRIED

CO-13-79 BYLAWS FOR FALL 2013 RATIFICATION VOTE (SCHEDULED WORK PLAN ITEM)
Council reviewed amendments to bylaws 3(j) – Ballot, 10(c1) – Life membership or licensure, and 10(c2) – Honorary life membership or licensure. These bylaws have gone through a consultation process and were presented in their final wording format.

MOTION 1 It was moved and seconded that Council approves the amendments to bylaws 3(j) and 10(c.1) and (c.2) shown below as the final wording of these bylaws.

CARRIED

Bylaw	New Bylaw Wording
3 – Ballot	3(j) Ballots shall be counted at least 10 days prior to the annual meeting under the supervision of 3 members <u>or limited licensees</u> appointed by council.
10(c.1) – Life membership <u>or licensure</u>	10(c.1) Council, in its discretion, may upon application, confer life membership <u>or licensure</u> in the association upon any member <u>or limited licensee</u> <ul style="list-style-type: none"> (i) Who is at least 70 years of age and has been practising as a professional engineering or professional geoscience geoscientist for 35 or more years, with an unblemished record, and (ii) Who has been a member <u>or limited licensee</u> in good standing of the association for 20 or more years, or in the case of a professional geoscientists, has practiced in British Columbia for 20 or more years, and (iii) Who has retired from all gainful employment, who shall, without further payment of fees, have use of title and voting privileges but no practice rights. Life members whose status had vested in accordance with the bylaws before December 31, 1997 shall retain all their rights and privileges of membership in the association.
10(c.2) – Honorary life membership <u>or licensure</u>	10(c.2) Council, in its discretion, may confer honorary life membership <u>or licensure</u> in the association upon any member <u>or limited licensee</u> <ul style="list-style-type: none"> (i) Who has served as president of the association, or (ii) Who council deems worthy by virtue of outstanding contributions to the professions of engineering or geoscience who shall be entitled to enjoy the rights and privileges of membership <u>or licensure</u> in the association without further payment of fees.

The Alternative Complaint Resolution bylaw and the amended bylaw 11(c) – referred to as the EIT/GIT bylaw amendment to remove the 8-year time limit - were previously approved by Council at the meetings of March 8, 2013 and January 25, 2013, respectively. Council considered all of the approved bylaws for membership ratification voting at the 2013 election and the following motion was made.

MOTION 2 It was moved and seconded that Council directs staff to submit the Alternative Complaint Resolution bylaw and the amended bylaws 11(c), 3(j) and 10(c.1) and (c.2) to members and limited licensees for ratification votes to be held concurrently with the 2013 Council election.

CARRIED

CO-13-80 INFORMATION ONLY REPORTS (OPEN)

- **Financial Report:** Council was advised of a forecast of a \$350,000 surplus over plan in the 2012/2013 budget.
- **Member Satisfaction Survey:** in general there are modest to significant increases in member satisfaction in comparison with a similar survey administered in 2010. 3,031 responses were received (versus 1,894 in 2010) and overall 76% of members indicated that they were either satisfied or very satisfied with various association processes, procedures and programs. This is a 9% overall improvement from 2010 and exceeds the target set by the Governance Committee of 75% satisfaction rating. A presentation was provided and Council reviewed the results in detail.

Paul Blanchard P.Eng. FEC, Phil Sunderland P.Eng. FEC, and John Watson P.Eng. FEC, entered the meeting and were introduced by Ray Filipiak.

- **Registration Fairness Panel Annual Report:** Paul Blanchard P.Eng. FEC, Phil Sunderland P.Eng. FEC, John Watson P.Eng. FEC, Co-Chairs of the Registration Fairness Panel, provided the annual report of the Panel. 20 appeals were referred to the Panel by the Registration Committee between March 2012 and February 2013. In 14 of the appeals, the Panel agreed with the Registration Committee's original decision and in 6 of the appeals, the Panel made further recommendations. It was clarified for Council that these recommendations may pertain to, for example, the recommendation that an applicant undergo further testing, have an additional interview or attain further qualifications.

A Councillor suggested that the list of expert reviewers be updated with an eye to providing diversity.

Paul Blanchard, Phil Sunderland and John Watson were thanked and left the meeting.

- **APEGBC/ASTTBC Joint Board Status Update:** Jeff Holm P.Eng. FEC, Co-Chair, APEGBC/ASTTBC Joint Board provided an annual report from the joint board that will also be presented to the ASTTBC Council. The work of the Joint Board is ongoing and reports will come forward on a periodic basis.
- **Climate Change and Adaptation Advisory Group Annual Report (Scheduled Work Plan Item):** The policy paper developed by the Advisory Group is out for consultation to APEGBC committees and other internal stakeholders. The consultation period may delay presentation to Council as the Advisory Group reviews and incorporates very detailed feedback.

A Councillor suggested that the Terms of Reference be reviewed by the Governance Committee and placed into standard format for consistency and clarification.

- **Branch Engagement Report:** received with no further discussion.
- **CEO & Registrar Report:** In addition to the written report, the CEO and Registrar advised she had recently attended the Association of Professional Engineers and Geoscientists of Alberta (APEGA) and the Professional Engineers of Ontario (PEO) AGMs and conferences. It was noted that the rate of participation in the APEGA election was 13.6% and for PEO it was 8.5%. In comparison, APEGBC's rate of participation in 2012 was 21.1%.

- **National Engineering & Geoscience Month:** due to time constraints, the short informational presentation on National Engineering & Geoscience Month could not be viewed and will be sent via email.

END OF OPEN SESSION

The Open session ended at 3:20 pm.

Minutes approved as circulated at the meeting of June 14, 2013. (CO-13-88)