

MINUTES OF THE OPEN SESSION OF THE FIFTH MEETING OF THE 2014/2015 COUNCIL of  
the Association of Professional Engineers and Geoscientists of British Columbia,  
held on JUNE 19, 2015 in the WHISTLER ROOM, APEGBC OFFICES, BURNABY, BC

**Present**

<b>Council</b>	
Dr. John Clague, P.Geo., FGC	President (Chair)
Dr. Mike Wrinch, P.Eng., FEC	Vice President
Michael Bapty, P.Eng., FEC	Past President
Herb Hawson, P.Eng., FEC	Councillor
Kathy Tarnai-Lokhorst P.Eng.	Councillor
David Harvey, P.Eng., Struct.Eng., FEC	Councillor
Harlan Kelly, P.Eng.	Councillor
Ken Laloge, CPA, CA, TEP	Councillor
Dr. Sheila Wynn	Councillor
Ana Fernandes, CIM, FCSI	Councillor
Tajdin Mitha, LLB	Councillor
Caroline Andrewes, P.Eng.	Councillor
Donna Howes, P.Eng., FEC	Councillor
Bob Stewart, P.Eng.	Councillor
Carol Park, P.Eng.	Councillor
<b>Guests</b>	
Russ Kinghorn, P.Eng., FEC, FGC (Hon.)	APEGBC Director to Engineers Canada
Emily Cheung, MAsC, P.Eng., FEC	APEGBC Director to Engineers Canada
Jeff Holm, P.Eng., FEC, FGC (Hon.)	Past President
Trent Reid, CTech	ASTTBC Vice President
Karen Savage, P.Eng., FEC	
Dr. Sheryl Staub-French, P.Eng.	
<b>Staff</b>	
Ann English, P.Eng.	Chief Executive Officer & Registrar
Tony Chong, P.Eng.	Chief Regulatory Officer & Deputy Registrar
Jennifer Cho, CGA	Director - Finance & Administration
Gillian Pichler, P.Eng., FEC, FGC (Hon.)	Director - Registration
Efrem Swartz	Director - Legislation, Ethics & Compliance
Peter Mitchell	Director – Professional Practice, Standards & Development
Megan Archibald	Director – Communications & Stakeholders Engagement
Deesh Olychick	Director – Member Services
Mark Rigolo, P.Eng.	Associate Director – Engineering Admissions
Gilbert Larocque	Associate Director – Professional Practice & Ethics
Sarah Wray	Executive Assistant to Council and to the CEO & Registrar
Nicole Salvian	Administrative Assistant
<b>Regrets</b>	
Dan Campbell, P.Eng.	Councillor
Dr. Lyn Anglin, P.Geo.	Councillor

**OPEN SESSION – CALL TO ORDER**

Dr. John Clague, President and Chair, called the meeting to order at 10:30 am. Michael Wrinch acted as the Parliamentarian and Carol Park acted as the Membership Engagement Champion.

Guests: The Chair advised the following guests would be welcomed over the course of the meeting: Russ Kinghorn and Emily Cheung of Engineers Canada, Garth Kirkham of Geoscientists Canada, Jeff Holm who is a Past President, and Trent Reid, CTech, ASTTBC Vice President.

CO-15-69 OPEN CONSENT AGENDA

**MOTION** It was moved and seconded that Items 6.1 to 6.5 on the Open Consent Agenda be approved.  
**CARRIED**

*Motions carried by approval of the above Consent Agenda motion*

- 6.1 **MOTION** that the April 17, 2015 Open Meeting minutes be approved as circulated.
- 6.2 **MOTION** that Council approve the recommended appointments and reappointments to APEGBC Volunteer Groups and to outside Organizations, as applicable.

Individual, Designation	Position	APEGBC Volunteer Group/Outside Organization	Staff Contact	Start Date	Expiry Date	New/Returning * Over 6 Years
<b>Re-appointments (under six years)</b>						
Stella Chiu, P.Eng.	Member	Editorial Board	Megan Archibald	June 19, 2015	June 19, 2017	Returning
Rishi Gupta, P.Eng.	Member	Editorial Board	Megan Archibald	June 19, 2015	June 19, 2017	Returning
Jeff Wilson, P.Geo.	Member	Geoscience Committee	Gillian Pichler	May 3, 2015	May 3, 2017	Returning
Eric Lalli, P.Eng.	Member	Registration Committee	Gillian Pichler	April 17, 2015	April 17, 2017	Returning
Sean Dingley, P.Eng.	Chair	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning
Norm Webster, P.Eng.	Member	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning
Raveen Singh, P.Eng.	Member	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning
Desimir Begovic, P.Eng.	Member	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning
Sally Mitry, P.Eng., FEC	Member	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning
Semi Eidnani, P.Eng.	Member	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning

Li Ma, P.Eng.	Member	Temporary Works Committee	Gilbert Larocque	September 13, 2015	September 12, 2017	Returning
<b>New Appointments and Re-Appointments (over six years)</b>						
Jeff Holm, P.Eng., FEC	APEGBC Director	Engineers Canada	Ann English	June 20, 2015	June 20, 2018	New
Matthew Munn, P.Eng.	Member	Investigation Committee	Efrem Swartz	June 19, 2015	June 19, 2017	New
Paul Blanchard, P.Eng., FEC, FGC(Hon.)	Scrutineer	2015/16 Council Election & Bylaw Vote	Deesh Olychick	June 19, 2015	October 17, 2015	New
John Watson, P.Eng., FEC, FGC(Hon.)	Scrutineer	2015/16 Council Election & Bylaw Vote	Deesh Olychick	June 19, 2015	October 17, 2015	New
William Gilmartin, P.Eng., FEC, FGC(Hon.)	Scrutineer	2015/16 Council Election & Bylaw Vote	Deesh Olychick	June 19, 2015	October 17, 2015	New
Colin Smith, P.Eng., FEC, FGC(Hon.)	APEGBC Rep	PNWER	Janet Sinclair	June 19, 2015	June 19, 2017	Returning*
Karen Chan, P.Eng., CPA, CMA	Member	Editorial Board	Megan Archibald	June 19, 2015	June 19, 2017	New
Doug Falkins, Eng.L.	Member	Editorial Board	Megan Archibald	June 19, 2015	June 19, 2017	New
Thomas George, P.Eng.	Member	Editorial Board	Megan Archibald	June 19, 2015	June 19, 2017	New
Kourosh Hadavi, M.Sc., P.Geo.	Member	Consulting Practice	Gilbert Larocque	September 16, 2015	September 15, 2017	New
Isabella Li, MAsC, P.Eng., CP	Member	Building Codes	Gilbert Larocque	September 15, 2015	September 14, 2017	New
Alex Riftin, M.Eng., P.Eng., PE, LEED-Aps	Member	Building Codes	Gilbert Larocque	September 15, 2015	September 14, 2017	New
Valentin Varga, MEng, PEng, CCCa	Member	Temporary Works Committee	Gilbert Larocque	September 15, 2015	September 14, 2017	New
Suresh Shreesta, M.Eng., P.Eng.	Member	Temporary Works Committee	Gilbert Larocque	September 15, 2015	September 14, 2017	New
Alex McGowan, P.Eng., LEED-AP	Member	Building Enclosure Committee	Gilbert Larocque	September 15, 2015	September 14, 2017	New

Kevin Pickwick, P.Eng., ASCT, CCCA, LEED-Aps	Member	Building Enclosure Committee	Gilbert Larocque	September 15, 2015	September 14, 2017	New
Kari Tyler, M.A.	Member	Climate Change Advisory Group	Harshan Radhakrishnan	June 19, 2015	June 19, 2017	New

- 6.3 **MOTION** that APEGBC-AME BC Memorandum of Understanding be approved.
- 6.4.1 **MOTION** that Council approves the revised Executive Committee Terms of Reference attached as Appendix B to this report.
- 6.4.2 **MOTION** that the Terms of Reference for the Governance Committee be revised as recommended.
- 6.4.3 **MOTION** that the revisions to the Fairness Panel’s Terms of Reference be approved.
- 6.5 **MOTION** to approve the Professional Practice Guidelines – Expert Witness, Draft 5 dated June 5, 2015, pending further editorial amendments; and to approve the cancellation of Bulletin L: The Engineer as an Expert Witness and Bulletin L-1: The Role of the Expert Witness.

*End of motions approved under the Consent Agenda.*

CO-15-70 OPEN REGULAR AGENDA

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

CO-15-71 CPD BYLAW APPROVAL

**MOTION** It was moved and seconded that Council approve the revised CPD bylaw as circulated for ratification by the membership in the Fall of 2015  
**CARRIED**

CO-15-72 CPD COMPLIANCE PROCESS APPROVAL

**MOTION** It was moved and seconded that Council approve the CPD compliance process as follows:

1. Initial notification would be sent to members in the fall reminding members that they need to complete and report their hours by January 31.
2. A second notification would be sent in early January reminding members of the January 31 deadline.
3. Those members that fail to report or comply by January 31 would receive a third notification in February indicating that APEGBC has not received their report and that APEGBC must receive their report within 30 days.
4. A final notification would be sent in March to those members who still have failed to report or comply stating the consequences and next steps in the process if not submitted by the end of March

**CARRIED**

CO-15-73 REPORT ON LEGISLATIVE AMENDMENTS CONSULTATION

**MOTION 1** It was moved and seconded that the proposed legislative amendment with respect to automatically suspending or cancelling the registration of a member or licensee who fails to comply with the mandatory CPD Bylaw proceed.

**CARRIED**

**MOTION 2** It was moved and seconded that the proposed legislative amendment with respect to granting the Investigation Committee the power to enter into early alternative dispute resolution proceed.

**CARRIED**

**MOTION 3** It was moved and seconded that the proposed legislative amendment with respect to permitting the removal of Council members proceed.

**CARRIED**

**MOTION 4** It was moved and seconded that the proposed legislative amendment with respect to ensuring that limited licensees are recognized within their full scope as approved by APEGBC proceed.

**CARRIED**

**MOTION 5** It was moved and seconded that the proposed legislative amendment with respect to implementing a fitness to practice requirement proceed.

**CARRIED**

**MOTION 6** It was moved and seconded that the proposed legislative amendment with respect to granting the Investigation Committee the power to issue an interim suspension or to impose conditions proceed.

**CARRIED**

**MOTION 7** It was moved and seconded that the proposed legislative amendment with respect to the removal of the Board of Examiners from the Act proceed.

**CARRIED**

**MOTION 8** It was moved and seconded that the proposed legislative amendment with respect to removing the requirement to send AGM notices “by prepaid post” proceed.

**CARRIED**

CO-15-74 RETENTION OF WOMEN IN ENGINEERING AND GEOSCIENCE

**MOTION 1** It was moved and seconded that Council take the actions listed in this report in support of:

- Recruiting and retaining more women in engineering and geoscience, and
- Creating respectful and diverse workplaces.

**DEFEATED**

**MOTION 2** It was moved and seconded that Council receive this report on – Fostering Diversity and Inclusiveness – a Call to Action.

**CARRIED**

**MOTION 3** It was moved and seconded that Council endorse the four priority items in the report and ask staff to report back in September to Council with a draft plan for same.  
**CARRIED**

**MOTION 4** It was moved and seconded that the issue of enhancing diversity be discussed at the next strategic planning session.  
**CARRIED**

CO-15-75 UPDATE ON REVIEW AND CONSOLIDATION OF APEGBC COMMITTEES

**MOTION 1** It was moved and seconded that Council approve the following recommendations based on the Governance Review of Committee Structure Report (June 2015) as attached to the agenda:

1. Consider “cleaning up” Act & By-laws (definitions, Clause 5d in by-laws, etc).
2. Initiate actions to reference the Standing Committees in the By-laws.
3. Use suggested definitions as criteria for any future naming of groups.
4. Clarify 2 categories of committees - Statutory and Standing:
  - Statutory: Conduct Review, Practice Review, Nominating, Discipline, Investigation, Registration
  - Standing: Executive, Governance, Audit, Standing Awards, Geoscience, Registration Fairness, Professional Practice
5. Under the Professional Practice Committee, establish the following Sub-committees:
  - Building Codes
  - Consulting Practice
  - Organizational Quality Management
  - Seismic Peer Review
  - Seismic Technical Review
  - Temporary Structures
  - Building Enclosures
6. Under the Building Codes Sub-committee establish a Sub-committee named:
  - Elevating Devices
7. Remove reference to Task Forces from the organizational chart.
8. Create list of Task Forces showing mandate, reporting relationship, date of creation and anticipated end date and Council reviews it annually.
9. Terms of Reference for Task Forces to be simplified with less detail than Standing Committee ones.

10. **Develop standard volunteer orientation and training package with modules for various assignments but common overview of APEGBC. Insist all volunteers must take orientation before assuming duties.**
  11. **Develop and implement simpler process for recruiting volunteers for Task Forces.**
  12. **Implement the reports recommendations re volunteer recognition.**
  13. **Decide criteria for appointing Councilors onto Committees, not based on elevating role of Committee but sound rationale for their involvement.**
  14. **Consider restructured organizational framework to include Committees who legitimately should report to the CEO.**
  15. **Implement recommendations in staged fashion to secure buy-in.**
- CARRIED**

**MOTION 2** It was moved and seconded that Council defer the following recommendations to the Governance Committee for further review and report back to Council:

1. **Consider making Registration Committee statutory, but not the Sub-Committees that report to it.**
2. **Agree on definitions of Board, Committees (statutory, standing, advisory, Sub-Committees, Task Forces).**
3. **Delete terms “panel” and “working groups”.**
4. **Apply term “management committees” to those non-statutory Committees reporting to the CEO.**
5. **Clarify 1 category of Committee - Advisory**
  - **Advisory: ASTTBC, AIBC, ABCFP, Past Presidents and the non-statutory reporting to the CEO- Editorial Committee and all the branches.**
6. **Phase out Mentoring Committee and move awards component to Awards Committee.**
7. **Decide which option Council prefers relative to governance and reporting relationship of branches and divisions. Branches to Council or CEO? Divisions directly to Council or standalone entities with dotted line to Council?**

**CARRIED**

**MOTION 3** It was moved and seconded that Staff take the necessary actions at the appropriate time on the following recommendations:

1. **Proceed with request to amend Act (at appropriate timing) to eliminate Board of Examiners & 2 sub-groups reporting to it.**
2. **Re-assess allocation of senior staff to committees to determine optimal level.**

3. **Redefine role of senior management staff as one of Advisor & develop terms of reference showing role of chair & members versus role of staff.**
4. **Provide additional admin staff and training for admin staff to increase capacity for support.**

**CARRIED**

CO-15-76 INFORMATION ONLY REPORTS – OPEN

- **CEO & Registrar Report**
- **Engineers Canada Director’s Report**
- **Recognition of Outgoing APEGBC Director to Engineers Canada**  
Emily Cheung, MAsC, P.Eng., FEC, was recognized for her hard work and dedication in her position as APEGBC Director to Engineers Canada. Emily was presented with a plaque and was formally thanked.
- **Geoscientists Canada Director’s Report**
- **Branch Engagement Report**
- **CCAG Annual Report**
- **APEGBC Road Map for 2014-2015 - Update**

**END OF OPEN SESSION**

The Open Session ended at 2:30 pm.