



APPROVED

COUNCIL MEETING
Friday, April 15, 2011
APEGGA Conference Centre
Calgary, Alberta

MINUTES

PRESENT

President	Kim Farwell, P.Eng., FEC
Past-President	Jim Beckett, P.Eng., FEC
President-Elect	Jim Smith, P.Eng., FEC
Vice-President	Dick Walters, P.Eng., FEC
Councillors	Mary Ann Byrd, P.Eng. Allin Folinsbee, P.Geoph., PhD, Hon. FEC Jim Gilliland, P.Eng., PhD Karen Henry, P.Eng. Suzanne Kresta, P.Eng., PhD Craig McFarland, P.Eng. Shawn Morrison, P.Eng. Ken Porteous, P.Eng., PhD, FEC Chan Wirasinghe, P.Eng., PhD, FEC, FCAE Colin Yeo, P.Geol.
Councillor & Geoscientists Canada Director	John Hogg, P.Geol.
Public Members	Gary Campbell, Q.C. Fred Stewart, QC
Engineers Canada Past President	Dan Motyka, P.Eng., FEC
Engineers Canada Director	Mike Smyth, P.Eng., FEC
Observers	Leah Lawrence, P.Eng. Hartley Harris, P.Eng. George Jergeas, P.Eng., PhD Chris Ketchum, P.Eng. Ginger Rogers, P.Geol. Heidi Yang, P.Eng., FEC

Branch Observers

Manfred Czerwinski, P.Eng., Calgary
Phyllis Obst, P.Eng., Central Alberta
Brad Smid, P.Eng., Edmonton
Sanil Sivarajan, P.Geol, Ph.D., Fort McMurray
Ahmed Ali, P.Eng., Lethbridge
Craig Maunder, E.I.T., Medicine Hat
Ron Zylla, P.Eng., Peace Region
Justin McCrea, E.I.T., Vermillion River

Staff

Sharon Graham, Executive Assistant
Kate Handford, Calgary Office Manager
James Hunting, P.Eng., Compliance Officer
George Lee, Manager Editorial Services
Pat Lobregt, Manager Executive & External Liaison
Shelley Magnusson, B.Ed., MA, Manager Member Affairs
Philip Mulder, APR, Manager Communications
Gerry O'Donnell, CGA, Director Finance & Administration
Ross Plecash, P.Eng., FEC, Director Corporate Affairs & Investigations
Al Schuld, P.Eng., FEC, Registrar
Len Shrimpton, P.Eng., FEC, Chief Operating Officer
Tom Sneddon, P.Geol., Manager Geoscience Affairs
Mark Tokarik, P.Eng., LLB, FEC,

REGRETS

Councillor Kevin Cumming, P.Eng.

Public Member Mary Phillips-Rickey, CA

Branch Observers Mitch Cardno, E.I.T., Lakeland

Staff Neil Windsor, P.Eng., FEC, FCAE, Chief Executive Officer

1. CALL TO ORDER AND APPROVAL OF THE MEETING AGENDA

The meeting was called to order at 8:30 a.m. The President chaired the meeting, and the Executive Assistant recorded the minutes.

Amendments to the agenda: the addition of Item 1.1, Introductions of those in attendance; Item 5.6 was changed to Item 7.3; the In Camera Session was removed because introductions would reveal the election results.

MOVED BY COLIN YEO AND SECONDED BY KEN PORTEOUS ***11-22***
THAT the Meeting Agenda be approved as modified.
CARRIED

2. CONSENT AGENDA

MOVED BY MARY ANN BYRD AND SECONDED BY SHAWN MORRISON ***11-23***
THAT the Consent Agenda be accepted as presented.
CARRIED

3. BUSINESS LIFTED FROM THE CONSENT AGENDA

No business was lifted from the Consent Agenda.

4. EXECUTIVE COMMITTEE REPORT

4.1 April 14, 2011 Executive Committee Meeting

Registrar, Al Schuld, P.Eng., FEC, gave a verbal report from the Executive Committee Meeting which included the following highlights:

- 1 Act 2 Associations: The Joint Board is getting well on track. All applicants have been re-contacted, several have met all requirements and are now waiting to write exams in order to become PTechs.
- Proposed joint letter: proposed revisions have been contributed by APEGGA, APEGBC & APEGS to the proposed joint letter being sent to respective governments regarding the New West Partnership Trade Agreement. Many of APEGGA's permit holders raised concerns about this agreement and how it handled procurement of services. The Executive Committee has asked for another redraft of the joint letter, taking into account the comments that have been received.
- Engineers Canada Synergy Task Force: discussion will be brought forward during Item 7 on the agenda.
- A request was received from Consulting Engineers Alberta and Consulting Architects of Alberta to endorse a scope of services document. Since it is a fee guideline APEGGA will politely decline to endorse this revised guideline.
- A report from an In Camera session held earlier in the day concluded that, in view of a longer than anticipated absence of APEGGA's Chief Executive Officer, the Executive Committee is actively making plans to arrange management of the association in the interim.

- A letter from the Association of Professional Engineers and Geoscientists of Saskatchewan regarding transfer information was reviewed, and a reply will be forthcoming.
- Capital and operating sponsorship opportunities were reviewed within the context of guidelines and budgets approved by Council.
- Time was spent reviewing a report from the Public Issues Committee regarding concerns about a Fort McMurray condominium project that continues to be under an evacuation order due to safety concerns.
- Information items reviewed included:
 - Engineers without borders and relationship with them
 - Newly released Engineers Canada engineering and technology labor market study
 - Calendar of events to ensure an APEGGA presence at upcoming functions

Discussion:

In answer to a concern regarding the length of time it could take for courts to determine accountability in the Fort McMurray condo issue, the President replied that both the Investigative Committee and the Practice Review Board will be consulted before any other action is taken. She also pointed out that the Registrar can make a complaint without waiting for any other complainant to come forward; action is definitely required, but the most effective way to proceed must be determined so that we don't impede our own progress.

In response to the request for reasons why the Investigative Committee would put this case into abeyance, Mike Smyth, P.Eng., FEC, Chair of the Investigative Committee, replied that when there is no immediate public safety concern, and with legal action ongoing, generally a case is put into abeyance while awaiting the outcome of the legal action because in such situations it is difficult for APEGGA to obtain the information it needs to conduct its investigation.

5. COUNCIL COMMITTEE REPORTS

5.1 Audit Committee

Dr. Ken Porteous, P.Eng., FEC, a member of the Audit Committee, summarized the written report.

5.2 Finance Committee

The Chair of the Finance Committee, Shawn Morrison, P.Eng., FEC, gave a summation of his report.

5.3 Geoscience Committee

The Chair of the Geoscience Committee, Colin Yeo, P.Geol., gave an outline of the submitted report.

5.4 Pension Committee

The Chief Operating Officer, Len Shrimpton, P.Eng., FEC, gave the details of this report.

MOVED BY SHAWN MORRISON AND SECONDED BY CRAIG MCFARLAND **11-24**
THAT Council approve the 2010 APEGGA Pension Fund audited financial statements as presented.
CARRIED

5.5 Strategic Planning Committee

The Chair of the Strategic Planning Committee, Jim Smith, P.Eng., FEC, summarized this report.

5.6 Governance Committee

The Chair of the Governance Committee, Jim Beckett, P.Eng., FEC, gave an overview of this report.

The Governance Committee discussed how email ballots should be conducted in the future, and asked staff to do research on the matter. The conclusion was that any time a situation is more than a straight forward “black and white” scenario, an email vote of Council should not take place.

The Governance Committee agreed that:

1. The Executive Committee should be encouraged to exercise its authority on issues that require action or decisions between meetings
2. Electronic meetings should not be held (debate through email).
3. More work needs to be done on defining when an electronic vote of Council may be appropriate.

Further it was suggested that if a matter is sensitive or important enough that the Executive Committee declines to act on behalf of Council, then a special meeting can be held via teleconference or videoconference.

6. CHIEF EXECUTIVE OFFICER’S REPORTS

6.1 2010 Annual Report

Registrar, Al Schuld, P.Eng., FEC, provided highlights on information contained in the Annual Report which included:

- Membership growth, permit applications, and staff growth
- Financial position, statement of operations, and major decisions
- Operational priorities, legislative revisions, and strategic priorities

In answer to a question regarding feedback from outreach volunteers, in particular concerning the Alberta Science Literacy Association, the Chief Operating Officer responded that the joint system with ASLA has only been operational since September, but that getting feedback is important, and should be done over the next year.

In answer to the question of how the pass rate for the old confirmatory exams compares to the Fundamentals of Engineering exams, regarding internationally trained graduates, the Director Registration replied that the most recent rates were 48% for the FE and 65% for the APEGGA technical exams. He added that due to various factors these figures do not represent a precise parallel, but that a more detailed assessment is available if required. Comments were added that there are more study aids available for the FE exams.

In light of more senior professionals retiring, leaving more Members in Training to fill the ranks in the Branches, the question of assistance was raised: whether or not APEGGA plans to help branches in presenting Professional Development Seminars through various means. The Chief Operating Officer replied that the branches would be more involved in an on-going basis with use of technology to increase numbers in the smaller branches.

6.2 2011 Business Plan Priorities Update

Chief Operating Officer, Len Shrimpton, P.Eng., FEC, presented this report.

6.3 APEGGA Education Foundation

Chief Operating Officer, Len Shrimpton, P.Eng., FEC, summarized this report.

MOVED BY JIM SMITH AND SECONDED BY JIM GILLILAND **11-25**
THAT Council approve the appointment of Bob Bowhay, P.Eng., Helder Afonso, P.Eng., and Dr. Doug Dale, P.Eng. as members of the APEGGA Education Foundation.
CARRIED

In answer to a question about scholarships for the new undergraduate geoscience program at Mount Royal University, the Chief Operating Officer replied that an annual \$2,500 bursary and \$2,500 scholarship have been approved by the Foundation.

In response to a question about possible restrictions from Revenue Canada regarding services provided to a charitable organization and charged for by APEGGA, the Chief Operating Officer replied that Revenue Canada considers the APEGGA Education Foundation as arms length from APEGGA, so expense payments between the two organizations should be acceptable, but research is being done to confirm that.

In answer to the question of whether endowment monies to the Universities will be matched, the Chief Operating Officer replied that an agreement is in place with the University of Alberta, and the expectation is there with the University of Calgary as well.

It was questioned why APEGGA is charging the Education Foundation for staff support, and the Chief Operating Officer replied that the Foundation expects the same level of support from APEGGA staff as any of the APEGGA projects, and in order to recognize that the Foundation would want to provide some compensation to APEGGA for that support level.

6.4 Government Relations

Chief Operating Officer, Len Shrimpton, P.Eng., FEC, gave a verbal report which included the following:

- The third reading of the amendment act was approved.
- APEGGA's Aboriginal & Women's programs received support of \$190,000 from Employment and Immigration.
- Several APEGGA staff attended the Wild Rose Party fundraising dinner in Edmonton.
- Al Schuld and other staff hosted a delegation from Abu Dhabi as part of the agreement in assisting Abu Dhabi set up its own regulatory system.

- APEGGA was represented at the Premiers dinner in Edmonton, and conversation with the Deputy Minister of Aboriginal Relations led to a subsequent meeting with APEGGA's Aboriginal Affairs Committee.
- For the May Strategic Retreat, both Employment and Immigration and Advanced Education and Technology representatives have been invited to attend in order to give expert advice on areas such as legislative change and labour market issues.
- Intergovernmental Relations has made enquiries about labour market issues and whether it should be put back on the agenda of the next meeting of the Pacific Northwest Economic Region. The issue has been off the table for a year or two and the hope is that it will be back on the agenda in July.
- Addressing concerns of how many APEGGA Councillors are listed as lobbyists on the Alberta Lobbyist Register, it was confirmed that only the President, Chief Executive Officer, Registrar and Chief Operating Officer are registered as lobbyists. However, Councillors must be listed in their roles as directors of the association but not as lobbyists because they receive no remuneration.

6.5 Appointments to the Nominating Committee

Kim Farwell, P.Eng., FEC, Chair of the Nominating Committee introduced this report. A few minor corrections need to be made to employers before the report is to be presented at the Annual General Meeting.

MOVED BY JIM BECKETT AND SECONDED BY CHAN WIRASINGHE 11-26
THAT the list of members to be invited to sit on the 2011-12 Nominating Committee be approved as presented.
CARRIED

6.6 Ballot Counting Committee

Registrar, Al Schuld, P.Eng., FEC, gave an outline of the written report on voter data.

7. REPORT FROM ENGINEERS CANADA

Engineers Canada Past President, Dan Motyka, P.Eng., FEC, and Director, Mike Smyth, P.Eng., FEC, summarized the reports.

- 1) The most significant improvement to the Synergy Task Force Final Report on Financial Sustainability is the recognition of the need to better understand the contribution that geoscientists make to the Affinity Program. There is a recommendation from the Synergy Task Force to the CEO of Engineers Canada to meet with the Executive Director of Geoscientists Canada so that the financial contributions from the geoscientist community are recognized and the equivalent "in-kind" services are provided by EC to GC as determined by the Engineers Canada CEO and Geoscientists Canada's Executive Director.
- 2) In response to the question of why it was decided that no Canadian candidate would run for President Elect of the WFEO, Dan Motyka, P.Eng., FEC, replied that the majority of the directors of Engineers Canada believed that the cost of \$750,000 over a six year period was excessive, and that those funds could be better employed here in Canada.

- 3) In answer to dissatisfaction expressed with the revenue diversification of Engineers Canada, it was pointed out that even if the Report is passed at the Board Meeting in May, this can remain an open topic to be re-visited during future budget preparations.
- 4) In response to the suggestion that another step needs to be added to the beginning of the Planning Cycle (page 19 of the report) to ensure that the Board members are to consult their Councils before any item is brought to an Engineers Canada meeting, Dan Motyka, P.Eng., FEC, replied that it would be a basic necessity for success of future activities of Engineers Canada that all Board representatives be fully aware of the position of their Councils.
- 5) Dan Motyka, P.Eng., FEC, pointed out that APEGGA now has three representatives of Engineers Canada's Board. He encouraged Council to consider three year terms, rather than the current two, to facilitate the change out of new directors.
- 6) Dan Motyka, P.Eng., FEC, in his capacity as Chair for the Indigenous Peoples Outreach Task Force at Engineers Canada, thanked APEGGA, and in particular the leadership of Chief Operating Officer, Len Shrimpton, P.Eng., FEC, for the significant progress that was made over the past year.

7.3 Affinity Payments Task Force

The Chair of the Affinity Payments Task Force, Jim Smith, P.Eng., FEC, gave the highlights of this report.

MOVED BY JIM SMITH AND SECONDED BY SUZANNE KRESTA **11-27**
THAT Council approve the five action items identified in the section entitled "Recommendations" in the Affinity Payments Task Force Report to Council, April 15, 2011, agenda item 5.6.
CARRIED with Jim Beckett abstaining

8. REPORT FROM GEOSCIENTISTS CANADA

Geoscientists Canada Director, John Hogg, P.Geol., gave an overview of his report.

9. BRANCH CHAIRS' REPORT

Dr. Sanil Sivarajan, P.Eng., Chair of the Fort McMurray Branch, provided highlights of the April 14, 2011 Branch Chairs' Meeting that included:

- Most of the branches have held their AGMs and new Executive are in place
- Recent video-conferencing between Edmonton and Peace River Region Branch was successful, and other branches are planning to use similar technology. This information will be taken back to the branches and Council will be further advised on additional uptake.
- Head office and branches initiated plans to organize the President's visits

In answer to the question of whether there would be uptake from the branches should Professional Development sessions taking place in Edmonton and Calgary be made available, Dr. Sivarajan replied that this information would be taken back to the Branches for discussion and then Council would be updated.

10. COMPLETION OF SELF-ASSESSMENT FORM

Everyone was asked to fill out the Self-Assessment forms, and hand them in to President Farwell as the incoming Chair of the Governance Committee.

11. NEXT MEETING

The next meeting of Council will be Thursday, June 16 in Edmonton.

The President thanked outgoing council members and reminded them that tokens of appreciation would be distributed at the AGM Luncheon the next day.

14. ADJOURNMENT

MOVED BY COLIN YEO AND SECONDED BY JIM BECKETT
That the meeting be adjourned at 11:31 a.m.
CARRIED

11-28

Signed by President, Jim Smith, P.Eng., FEC



Signed by Interim Chief Executive Officer, Al Schuld, P.Eng., MBA, FEC

