



COUNCIL MEETING

June 13, 2019

Edmonton (APEGA Office)

Lindberg Conference Centre (15th floor)

8:30 a.m. – 4:15 p.m.

MINUTES

PRESENT

Council Executive:

George Eynon, P.Geo., FGC, FEC (Hon.) – President

John Van der Put, P.Eng., FEC, FGC (Hon.) – President Elect

Tim Joseph, P.Eng., PhD, FCIM – Vice-President

Councillors:

Darren Hardy, P.Eng.

Tim Hohm, P. Eng.

David Johnson, P.Geo.,

Wally Kozak, P.Eng.

RaeAnne Leach, P.Eng., PMP, FEC, FGC (Hon.)

Manon Plante, P.Eng., MDS

Melanie Popp, P.Eng.,

Bob Rundle, P.Eng., PMP

Jason Vanderzwaag, MASC, P.Eng., LEED AP, PMP

Claudia Villeneuve, P.Eng., M.Eng., PMP, ACG

Emily Zhang, P.Eng., PMP

Public Members:

Georgeann Wilkin RN, LI.B

Engineers Canada Directors:

Lisa Doig, P. Eng., MBA, FEC, FGC (Hon.)

Staff:

Jay Nagendran, M.Sc., P.Eng., QEP, BCEE, FEC, FGC (Hon.), Registrar & CEO (RCEO)

Jill Arbuthnott, Executive Assistant to Council

Nancy Biamonte, ABC, Director of Communications

Alissa Boyle, Outreach Manager (item #14.1)

Scott Clarke, P.Eng., Director of Information Technology (item #11.1)

Sloan d'Entremont, P.Eng., CPCC, Senior Advisor & Director of Council Relations

Mohamed El Daly, Director, Outreach & Product Services (item #14.1)

Colette Fernandes, Council Relations Coordinator
Sharilee Fossum, MBA, CPA, CMA, ICD.D, Chief Financial & Corporate Officer (CFCO)
Dianne Johnstone, CPP, Director of Legislative Review & Government Relations
Pal Mann, P.Eng., Director, Professional Practice (item #9.1, #11.1 to 11.5)
Matt Oliver, CD, P.Eng., Deputy Registrar & Chief Regulatory Officer (CRO)
Zac Parsons, B.Comm, Senior Advisor, Business Planning (item #7.0)
Mark Tokarik, P.Eng., LL.B., FEC, Senior Advisor, Legislation & Regulatory Affairs
Heidi Yang, P.Eng., FEC, FGC (Hon.), Chief Membership Services Officer (CMSO)

Special Guests:

Kjersti Powell MA, Strategic Retreat Facilitator (item #7.0)
Jim Gilliland, Ph.D., P.Eng., LEED AP, President, APEGA Foundation (item #10.0)
Alan Ng, P.Eng., Chair, Practice Review Board (item #9.1)
Anjum Mullick, P.Eng., Chair, Women in APEGA Advisory Group (item #14.1)

Regrets:

Nima Dorjee, P.Eng., FEC., FGC (Hon.) – Past-President
Jennifer Enns, P.Eng.
Gary Faulkner, PhD, P.Eng.
David Lynch, FCAE, FEIC, FCIC, FEC, FGC (Hon.), PhD, P.Eng.
Mary Phillips-Rickey, FCA
Jane Tink, P.Eng., FEC, FGC (Hon.)
Colin Yeo, P.Geo., FGC, FEC (Hon.)

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:30 a.m.

2.0 COUNCIL MEETING CONDUCT

- 2.1 Council Code of Conduct
- 2.2 Code of Ethics
- 2.3 Declaration of Conflict of Interest

There were no conflicts of interest declared.

3.0 ADOPTION OF MEETING AGENDA

MOTION 19-32

MOVED by RaeAnne Leach and seconded by Darren Hardy, THAT the June 13, 2019, Council agenda be adopted as presented.

Number of votes in favour: 12/12
Necessary for adoption: 7/12
Motion unanimously adopted.

4.0 COUNCIL MINUTES APPROVAL – MARCH 20-21, 2019

MOTION 19-33

MOVED by Claudia Villeneuve and seconded by Bob Rundle, THAT the minutes of the March 20-21, 2019, Council meetings be approved, by Council.

Number of votes in favour: 12/12

Necessary for adoption: 7/12

Motion unanimously adopted.

5.0 CONSENT AGENDA

The following Consent Agenda items were approved as presented.

5.1 Statutory Board Appointments

The Statutory Board Appointments item was moved to item 15.0 (Items from Consent Agenda and Reports that Require Discussion), to allow for discussion.

5.2 Council Minutes Review Committee

Moved and Seconded That

Council approve Jennifer Enns, Tim Hohm, and John Van der Put be appointed to and form the Council Minutes Review Committee for the 2019-20 term.

6.0 REPORTS

The following reports were presented for information purposes; item 6.5 (Consulting Engineers of Alberta Report) was moved to item 15.0 (Items from Consent Agenda and Reports that Require Discussion) to allow for discussion.

6.1 Registrar & CEO's Report

6.2 President's Report

6.3 Engineers Canada Report

6.4 Geoscientists Canada Report

6.5 Consulting Engineers of Alberta Report

6.6 Council Attendance

7.0 STRATEGIC PLAN UPDATE & APPROVAL

The Strategic Plan (the Plan) is the culmination of work that was started in January 2019 with the final version presented for Council approval, at this meeting. The Plan has three pillars – Regulatory Excellence, Trust and Relevance, and Performance Culture. The motion below approves the Plan with amendments as presented at the table.

MOTION 19-34

MOVED by Jason Vanderzwaag and seconded by David Johnson, THAT Council approve APEGA's new Strategic Plan as presented on June 13th, 2019, with the following amendments.

Page 1:

- Second last bullet – Change “APEGA’s” to “APEGA”
- Last bullet – Change “APEGA” to “APEGA’s”

Page 2:

- First bullet - Change “...the diversity of our members are in the field.” to “...the diversity of our members in the field.”
- Third bullet – Change “APEGA must continue to seek ways to improve the regulation of off-shored work, given the prominent role it plays in engineering and geoscience” to “ APEGA must continue to seek ways to improve the regulation of work outsourced to other jurisdictions, given the prominent role it plays in engineering and geoscience in our province.”

Page 3:

- Third paragraph – Change “...and many of them came to us via APEGA’s review...” to “...and many of them resulted from APEGA’s review...”
- Fifth paragraph – Change “...entrusting us to self-regulate in service to the public interest.” to “...entrusting us to self-regulate in service of the public interest.”
- Sixth paragraph – Change “...which means we must accept and evolve with the times. All of that and more are reflected in APEGA Strategic Plan 2020: Building a Safe and Resilient Alberta.” to “...which also means we must adapt and evolve with the times. All that and more is reflected in APEGA Strategic Plan: Building a Safe and Resilient Alberta.”

Page 4:

- In the NEW TECHNOLOGIES section change “...emerging and disruptive technologies. Artificial...” to “...emerging and disruptive technologies, such as artificial...”
- In the GLOBALIZATION section change “More and more all design work...” to “Increasingly, design work...”
- Change the “TRUST AND RELEVANCE” section heading to “RELEVANCE”
- In the TRUST AND RELEVANCE section change “Are we a self-regulator, an association, or...” to “Are we a self-regulator, a member association, or...”

Page 6:

- Highlight each core value word to stand-out more.

Page 7

- On the fifth line in the Current Pulse section replace the word “countries” with “jurisdictions.”

Page 8:

- Replace the first sentence of the CURRENT PULSE with “We must deliver regulatory excellence for the protection of the public interest while maintaining the trust with our stakeholders.

Page 9:

- Add “Organizational” to the first sentence. “Organizational sustainability requires...”

Page 12:

- First paragraph - Remove “Prosperous” for the strategic plan name. “...APEGA Strategic Plan: Building a Safe and Resilient Alberta.”
- Third paragraph – Change the sentence “...strategies are a detailed roadmap to...” to “...strategies are a roadmap to...”

Number of votes in favour: 13/13

Necessary for adoption: 7/13

Motion unanimously adopted.

8.0 REGISTRAR & CEO’s ORAL REPORT

The Registrar & CEO (RCEO) provided Council with a brief update on the work being done within the organization. The following items were highlighted:

- People and Culture initiative has been ongoing for 18 months; there is still work to be done, one of which is the competency matrix for different job classifications.
- APEGA has embarked on a steady effort to become a better regulator and in the process educate our membership. The approach to Practice Reviews and the Profession Practice Management Plan (PPMP) has been one of education and cooperation. This approach is tracking very well with many of our Permit Holders.
- APEGA staff are preparing for a special chambers hearing on a court case between ASET, and one of their P.Tech’s vs. CCIL and the Canadian Standards Association. P.Tech’s are jointly regulated between APEGA and ASET, but APEGA was never informed of the situation. A written submission to the Special Hearing Chamber has been presented, requesting that APEGA be added as a full party to the action.
- The MEx Project timeline has been accelerated with a planned delivery for 2020, instead of 2021. The vendor, American Eagle, has been selected to build the system.

9.0 STAT. BOARD UPDATE

9.1 Practice Review Board (PRB)

The Chair of the PRB provided information on the work that the PRB empowered to conduct. They review the practice of a professional member, licensee, permit holder or certificate holder in accordance with the EGP Act and the General Regulations. They focus on:

- Educational and experience requirements required to obtain or retain licensure
- General standards of competence for licensed professionals and permit holders
- Practice of licensed professionals and permit holders
- Any matter Council considers necessary, the PRB will investigate to ensure the competent practice of the professions

Since Q1 2018 , 41 permit holder reviews have been completed.

10.0 APEGA FOUNDATION

The President of the APEGA Foundation (the Foundation) provided Council with an overview of the document provided. The Council Chair advised the Foundation that Council will discuss the information provided and inform the Foundation of their feedback and position regarding the Foundation's strategy.

11.0 ROUTINE BUSINESS OF COUNCIL

11.1 Audit Committee Report

The Chair of the Audit Committee spoke to the report provided in the Council package.

11.1.1 Appendix A – IT Overview

APEGA staff provided an overview of the document provided in the Council package. It was noted that the MEx (Membership Experience) project is a top priority. An update will be provided through the RCEO's oral report.

11.1.2 March 31, 2019 Management Financial Statements and Variance Analysis

11.1.3 2019 Q1 Forecast of Year End Operating Results

11.2 Governance Committee Report

The Council Chair spoke to the report provided. Of note, the Council Governance Manual and governance framework is to be reviewed during the 2019-20 Council cycle. A sub-committee has been formed and will be bringing their recommendations to Council to the March 2020 Council meeting.

11.3 Nominating Committee Report

The Council Chair spoke to the report that was provided.

11.4 Executive Committee Report

The Chair of the Executive Committee spoke to the report that was provided.

11.5 Policy Standards Task Force (PSTF)

The Chair of the PSTF presented the following motions for approval:

MOTION 19-35 *(CPD Reporting Non-Compliance)*

MOVED by Tim Joseph and seconded by Claudia Villeneuve, THAT Council approve the Members listed in the CPD Non-Compliance Reporting List – May 2019, be struck from the register for CPD reporting noncompliance.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

MOTION 19-36 (*Reinstatements of Individuals*)

MOVED by Tim Joseph and seconded by Claudia Villeneuve, THAT Council approve the eight Process 3 cases presented, be reinstated with conditions as recommended by the Practice Review Board and endorsed by the PSTF.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

MOTION 19-37 (*Practice Standard for Authenticating Professional Work Products*)

MOVED by Tim Joseph and seconded by John Van der Put, THAT Council take from the table the proposed motion:

Council approve the Practice Standard for Authenticating Professional Work Products as presented for June 2020 enforcement, per the practice standard development timeline.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

MOTION 19-38

MOVED by Tim Joseph and seconded by RaeAnne Leach THAT Council approve the Practice Standard for Authenticating Professional Work Products as presented for June 2020 enforcement, per the practice standard development timeline.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

12.0 SPECIAL COMMITTEE OF COUNCIL FOR REVIEWING THE NOMINATING PROCESS

At the April 26, 2019 AGM a motion was passed, by the Membership in attendance, encouraging Council to create a Special Committee of Council to review the current process and provisions for the nomination of candidates for election to Council, and for that Special Committee to report their findings and recommendations to Council for consideration. The following motions were raised to create the Special Committee and approve the Terms of Reference that have been created.

MOTION 19-39

MOVED by Emily Zhang and seconded by Claudia Villeneuve THAT Council approve that the Special Committee of Council for the Nominating Process be formed as recommended by the Executive Committee, as presented on June 13, 2019.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

MOTION 19-40

MOVED by Manon Plante and seconded by Emily Zhang THAT Council approve the Terms of Reference (ToR) for the Special Committee of Council for the Nominating Process, as recommended by the Executive Committee, as presented on June 13, 2019, as amended, by Council.

Council asked that an amendment be made to the ToR to add a public member or a member of the Government of Alberta, from the Ministry of Labour & Immigration to the roster of the Special Committee of Council.

MOTION 19-41

MOVED by John Van der Put and seconded by Melanie Popp THAT Council approve that an additional member be added to the roster (either a public member or a member of the Government of Alberta, from the Ministry of Labour & Immigration) to the Terms of Reference (ToR) for the Special Committee of Council for the Nominating Process.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

13.0 GENERATIVE DISCUSSION

13.1 Explore the Name of APEGA

Council discussed the name of APEGA, and the impacts that should be taken into account when exploring the possibility of changing APEGA's name. This was in response to whether the name "APEGA" properly reflects the role of APEGA as a regulatory body. Staff were asked to research the timing, costs, and legalities this change would incur.

14.0 PROGRESS UPDATE

14.1 APEGA's 30x30 Strategy and Update on the WAGE Grant

A comprehensive presentation and discussion were had on the ongoing work of the 30x30 strategy and the WAGE (Women and Gender Equality) grant. Consultations, both in-person and virtually, were held across Alberta and were well received in each of the communities visited.

A workplace culture survey was conducted in late 2018; there were over 900 responses in the first 24 hours, and a total of 2,765 respondents over two months.

15.0 ITEMS FROM CONSENT AGENDA AND REPORTS THAT REQUIRE DISCUSSION

15.1 Statutory Board Report

This item was pulled from the Consent Agenda (item 5.1) to amend the motion to read as follows:

MOTION 19-42

MOVED by Tim Joseph and seconded by Manon Plante THAT Council approve the Statutory Board Appointments, as recommended by the Governance Committee, on May 14, 2019, with the following amendments:

- Remove Don Raboud, P.Eng., as the Chair of the Board of Examiners, and;
- Appoint Brian Marcotte, P.Eng., as the Chair of the Board of Examiners, and;
- Appoint Don Raboud, P.Eng. as a member of the Board of Examiners

Number of votes in favour: 14/14

Necessary for adoption: 8/14

Motion unanimously adopted.

15.2 Consulting Engineers of Alberta (CEA) Report

This item was pulled from the Reports section of the agenda (item 6.5) for further discussion. The discussion focussed on the value of placing the report received from CEA into the Council package; the decision was to continue the practice until further notice.

16.0 EXECUTIVE SESSION (in-camera) (Council Only)

Council held an Executive (in-camera) Session. A summary was not provided.

17.0 EXECUTIVE SESSION (in-camera) (Council & RCEO Only)

Council held an Executive (in-camera) Session. A summary was not provided.

18.0 EXECUTIVE SESSION SUMMARY

A summary was not provided.

19.0 ADJOURNMENT

The meeting adjourned at 4:15 p.m.