



COUNCIL MEETING

October 15, 2025

8:00 a.m. – 5:10 p.m.

Lindberg Boardroom, APEGA Office
Edmonton, AB

MINUTES

Council Executive:

Terri Steeves, P.Eng., ICD.D, FEC, FGC (Hon) – President and Council Chair

Dean Mullin, P.Eng., PhD, MBA, FEC, FGC(Hon) – President Elect

Jason Vanderzwaag, P.Eng., LEED AP, PMP, MASc, FEC – Vice President

Tracey Stock, KC, P.Eng., PhD, FEC, FGC (Hon) – Past President

Councillors:

Kari Anderson, P.Eng., FEC, FGC(Hon)

James Ferguson, P.Eng.

Alex Haluszka, P.Geo., MSc.

Ken Hawrelko, P.Eng., MEng, FEC

Doak Horne, P.Eng., LLB

Clodia Kanna-Laurent, P.Eng.

Bill King, P.Eng.

Geoffrey Kneller, CD, P.Eng., MBA, FEC

Seema Makwana, P.Eng.

Eric Potter, P.Eng., CEC, ACC

Jeffrey Priest, P.Eng., PhD

Wendy Shier, P.Geo., MSc

Public Members:

Grace Brittain, RN – Public Member

Directors:

Darcie Greggs, P.Geol., PhD, FGC, FEC (Hon) - Geoscientists Canada Director

Lisa Doig, P.Eng., MBA, FEC, FGC (Hon.) – Engineers Canada Director

Tim Joseph, P.Eng., PhD, FCIM - Engineers Canada Director

Anjum Mullick, P.Eng. – Engineers Canada Director

John Van der Put, P.Eng., FEC, FGC (Hon) - Engineers Canada Director

Regrets:

Ashley Andrade, CPA – Public Member

Afshan Mahmood – Public Member

Staff:

Paul Wynnyk, CMM, MSM, CD, P.Eng. – Registrar & CEO
Yvan Boutin, CPA, CA – Chief Financial & Corporate Officer
Carol Kallio – Special Advisor to the Registrar & Chief Executive Officer
Krista Nelson-Marciano – Director, Business Performance
Zac Parsons, BCom – Senior Advisor & Director, Council Relations
Andy Smith, P.Eng. – Deputy Registrar & Chief Regulatory Officer
Lisa Stanley – Director, People Experience
Carole Stevenson-Roy, MBA, APR – Chief Professional Sustainability Officer
Shar Anderson, P.Geo. – Acting Director, Conduct & Legislation
Colette Fernandes – Council Relations Manager
Jill Arbuthnott – Executive Assistant to the Registrar & CEO
Jakia Afruz, Advisor, Regulatory (Joined for item 7.0)
Amit Banerjee, Director, Registration (Joined for item 6.1)
Gisela Hippolt-Squair – Director, Member Engagement and Communications (Joined for items 7.0 and 8.1)
Kyle Marcotte, Admissions Manager (Joined for item 6.1)
Sanjay Rikhi, PMP – Senior Advisor & Director, Business Planning (Joined for item 7.0)
Elizabeth Wightman, Senior Policy Advisor (Joined for item 7.0)

Speakers & Guests

Frank George, P.Eng., FEC, FGC (Hon) - Chair, Board of Examiners (Joined for item 6.1)
Dr. Seiran Heshami, P.Eng., PhD, MBA - University of Calgary Assistant Professor, Sustainable Systems Engineering (Joined for item 4.1)
Dr. Mohammad Keyhani, PhD - University of Calgary Associate Professor, Entrepreneurship & Innovation (Joined for item 4.1)
Cheryl Trent - Executive Director, Data Services at WSP Canada (Joined for item 4.1)

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:45 a.m.

The Chair conducted a Land Acknowledgement and made opening remarks.

The Chair reviewed the meeting agenda, Robert's Rules of Order, and document management.

2.0 COUNCIL MEETING CONDUCT**2.1 Members of APEGA Council Code of Conduct and Ethics Policy**

The Members of APEGA Council Code of Conduct and Ethics Policy was included in the meeting package.

2.2 APEGA Council Guiding Principles for Effective Board Conduct

The APEGA Council Guiding Principles for Effective Board Conduct was included in the meeting package.

2.3 Declaration of Conflict of Interest

No conflicts of interest were declared.

3.0 ADOPTION OF THE MEETING AGENDA

[Motion 25-40](#)

Moved by Ken Hawrelko and seconded by Jeff Priest THAT the agenda of the October 15, 2025, Council Meeting be adopted as presented.

Adopted unanimously.

4.0 EMERGING RISK

4.1 AI Panel – Regulating AI as an Agent

Dr. Stock led a panel with Dr. Heshami, Dr. Keyhani, and Ms. Trent providing subject matter expertise on AI as an agent. The conversation focused on AI capabilities and agency, accountabilities and oversight, governance and policy, and APEGA's role in AI governance and regulation. Following the panel discussion, Council discussed the creation of an interdisciplinary Task Force to further review the emerging risk.

The panel recommended the creation of an interdisciplinary AI task force that can provide a single source of truth, establish implementation frameworks, and provide education to members.

5.0 RCEO ORAL AND WRITTEN REPORT

The Registrar and CEO (RCEO) answered questions submitted in advance by Councillors and presented his report. The written RCEO report is included in the meeting package.

6.0 STATUTORY BOARD UPDATE

6.1 Board of Examiners

The Chair of the Board of Examiners, the Director, Registration, and the Admissions Manager presented an update on the work of the Board of Examiners (BoE), which included information on application volume trends, registration process timelines and approach to the Fair Registration Practices Act (FRPA), Canadian work environment competencies, and achievements and challenges.

Council discussed the use of AI to support applications assessment, CBA in substitution of Canadian experience, potential of removing the Canadian experience requirement, needs for IT systems for assessing applications, and the impact of a potential increase in applications if APEGA regulates P.Techs.

7.0 PGA INFORMATION

7.1 PGA Update

The Deputy Registrar & Chief Regulatory Officer presented an update on the status of implementation of the *Professional Governance Act* (PGA) which included the following highlights:

- Government timelines.
- Conversations with government.
- PGA implementation guiding principles.
- PGA implementation planning and workplan.
- Bylaw development: Received the template from the GoA.
- Overview and approach to technical and non-technical changes.

7.2 Policy Development Document (PDD) Items in Bylaw

The Deputy Registrar & Chief Regulatory Officer presented the Policy Development Document (PDD) for an overview of what will be included in the bylaws.

7.3 Continuing Registration Non-Compliance Consequence

The Deputy Registrar & Chief Regulatory Officer presented a proposed framework to guide APEGA's response when a registrant fails to meet the continuing registration requirements at the time of renewal under the PGA. If approved, the framework will be established in the bylaws.

7.4 Publishing Practice Review Directions

The Deputy Registrar & Chief Regulatory Officer presented a proposal to amend a previous Council decision on publishing practice review directions. Revoking the motion would allow APEGA to establish in bylaws when a practice review or practice review report is private or public. The recommendation is to assess publication of practice reviews on a case-by-case basis.

7.5 Service Recognition

The Director, Member Engagement and Communications presented a proposed framework for member recognition to modernize APEGA's service recognition under the PGA. The details are included in the meeting package.

8.0 2025 COUNCIL RETREAT FOLLOW UP

8.1 Erosion of Regulated Titles Update

The Chief Professional Sustainability Officer provided an update on the action item from the Council Retreat on what would it mean to focus on the "professional" element of P.Eng. and P.Geo. The update included results of a survey conducted in 2024 on public perception of the regulated titles, and a proposal for a 5-year strategic communication effort to reinforce the value of professional licensure to increase public awareness and trust in the professions.

8.2 Permit Holders Update – Legislative Review – Sole Proprietors

The Deputy Registrar & Chief Regulatory Officer presented an update on the conversation initiated at the June Council meeting on Sole Proprietors. With a previous decision, Council intended to require sole practitioners to obtain a permit to practice, which is not consistent with the Right Touch Regulation approach that APEGA is implementing now. This decision may be reconsidered if there is interest by Council in revisiting the direction.

9.0 AGM FOLLOW UP

9.1 MITs and Labour Relations Code

The Deputy Registrar & Chief Regulatory Officer presented an update on the conversation initiated at the June Council meeting on Members in Training (MITs) and the *Labour Relations Code*.

[Motion 25-41](#)

Moved by Ken Hawrelko and seconded by Geoff Kneller THAT Council endorses the recommendation for consideration by the Government of Alberta to

pursue a targeted amendment to the *Labour Relations Code* to explicitly exempt Engineer-In-Training from the definition of "employee".

Approved Unanimously.

10.0 ADJOURNMENT

The meeting was adjourned at 5:40 p.m.



COUNCIL MEETING

October 16, 2025

8:00 a.m. – 3:30 p.m.

Lindberg Boardroom, APEGA Office
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MINUTES

Council Executive:

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Eric Potter, P.Eng., CEC, ACC

Jeffrey Priest, P.Eng., PhD

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Lisa Doig, P.Eng., MBA, FEC, FGC (Hon.) – Engineers Canada Director

Tim Joseph, P.Eng., PhD, FCIM - Engineers Canada Director

Anjum Mullick, P.Eng. – Engineers Canada Director

John Van der Put, P.Eng., FEC, FGC (Hon) - Engineers Canada Director

Regrets:

Afshan Mahmood – Public Member

Ashley Andrade, CPA – Public Member

Staff:

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Yvan Boutin, CPA, CA – Chief Financial & Corporate Officer
Carol Kallio – Special Advisor to the Registrar & Chief Executive Officer
Krista Nelson-Marciano – Director, Business Performance
Zac Parsons, BCom – Senior Advisor & Director, Council Relations
Andy Smith, P.Eng. – Deputy Registrar & Chief Regulatory Officer
Lisa Stanley – Director, People Experience
Carole Stevenson-Roy, MBA, APR – Chief Professional Sustainability Officer
Shar Anderson, P.Geo. – Acting Director, Conduct & Legislation
Colette Fernandes – Council Relations Manager
Jill Arbuthnott – Executive Assistant to the Registrar & CEO
Jakia Afruz, Advisor, Regulatory (Joined for item 7.0)
Gisela Hippolt-Squair – Director Member Engagement and Communications (Joined for item 7.2)
Elizabeth Wightman, Senior Policy Advisor (Joined for item 7.0)

Speakers & Guests

Daisy Wei, P.Eng. – Chair, Calgary Branch

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:33 a.m.

The Chair conducted a Land Acknowledgement and made opening remarks.

The Chair reviewed the meeting agenda, Robert's Rules of Order, and document management.

2.0 COUNCIL MEETING CONDUCT**2.1 Members of APEGA Council Code of Conduct and Ethics Policy**

The Members of APEGA Council Code of Conduct and Ethics Policy was included in the meeting package.

2.2 APEGA Council Guiding Principles for Effective Board Conduct

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2.3 Declaration of Conflict of Interest

No conflicts of interest were declared.

3.0 ADOPTION OF THE MEETING AGENDA

Sole Proprietors was added to the agenda as item 7.3

Motion 25-42

Moved by Wendy Shier and seconded by Ken Hawrelko THAT the agenda of the October 16, 2025, Council Meeting be adopted as amended.

Approved unanimously.

4.0 CONSENT AGENDA

- 4.1 Statutory Board Appointments ([Motion 25-43](#))
- 4.2 Conditional Reinstatement Recommendations ([Motion 25-44](#))
- 4.3 Council Meeting Minutes, June 18 & 19, 2025 ([Motion 25-45](#))

5.0 REPORTS

- 5.1 President's Activity Report
- 5.2 Nominating Committee Update
- 5.3 Engineers Canada Report
- 5.4 Geoscientists Canada Report
- 5.5 Consulting Engineers of Alberta Report
- 5.6 Council & Committees 3-Year Schedule
- 5.7 Council Attendance

6.0 ROUTINE BUSINESS OF COUNCIL

6.1 Executive Committee Report Discussion

The Chair of the Executive Committee presented the report of the September 17, 2025, Executive Committee meeting; the details are included in the meeting package.

6.1.1 Professional Technologists Regulation MOU

The Chair of the Executive Committee presented the *A Memorandum of Understanding Concerning the Future Regulation of Professional Technologists*.

[Motion 25-46](#)

Moved by James Ferguson and seconded by Seema Makwana THAT
APEGA approve and sign the Memorandum of Understanding (MOU) between APEGA and ASET *Concerning the Future of Regulation of Professional Technologists*, as presented.

Approved with one abstained.

6.2 Governance Committee Report Discussion

The Chair of the Governance Committee presented the report of the September 8, 2025, Governance Committee meeting; the details are included in the meeting package.

6.3 Policy and Standards Committee Report Discussion

The Chair of the Policy and Standards Committee (PSC) presented the report of the August 27, 2025, meeting. Three motions were recommended by the PSC to Council for consideration.

[Motion 25-47](#)

Moved by Ken Hawrelko and seconded by Bill King THAT Council approves the reinstatement application lists presented, as recommended by the Practice Review Board, and endorsed by the Policy & Standards Committee.

Approved unanimously.

[Motion 25-48](#)

Moved by Geoff Kneller and seconded by Kari Anderson THAT Council ratifies the RCEO's interim decision directing APEGA's legal counsel to seek an injunction against Alpha Traffic Ltd. with the Alberta Court of King's Bench, enjoining Alpha Traffic Ltd. from contravening Part 1 of the EGP Act.

Approved unanimously.

Continuing the conversation on item 7.4 of the October 15 meeting, the PSC presented the following motion:

[Motion 25-49](#)

Moved by Geoff Kneller and seconded by Seema Makwana THAT Council amends Motion 16-02 by striking out:

2.1 to expressly authorize the Registrar to inform the public that APEGA is conducting an investigation, inquiry, or practice review into a Member's or Permit Holder's practice;

Approved with two opposed.

6.4 Strategy & Risk Committee Report Discussion

The Chair of the Strategy & Risk Committee (SRC) presented the report of the September 10, 2025; the details are included in the meeting package.

6.5 Audit Committee Report Discussion

The Chair of the Audit Committee presented the report of the September 11, 2025, meeting; the details are included in the meeting package.

6.5.1 Q2 Financial Report and Forecast for the Year

The financial report is included in the meeting package.

6.5.2 Annual Budget Assumptions

The Chair of the Audit Committee presented the annual budget assumptions; the details are included in the meeting package.

6.5.3 Ivan Finlay Award Funding

The Chair of the Audit Committee presented a report on the Ivan Finley Award with a proposal to make a one-time financial contribution to fully fund the Ivan Finley Award for perpetuity.

[Motion 25-50](#)

Moved by Eric Potter and seconded by Geoff Kneller THAT Council approves a one-time and final contribution of \$200,000 out of the 2025 operating budget to the Ivan Finlay Scholarship Fund held by the Edmonton Community Foundation.

Approved with one opposed.

7.0 PGA DECISIONS

7.1 Continuing Registration Non-Compliance Consequence

The Deputy Registrar & Chief Regulatory Officer shared data on cancellations for failure to complete annual declaration and other reasons such as resignations, non-compliance with Continuing Professional Development (CPD), and non-payment.

Council continued discussion initiated in item 7.3 of the October 15 meeting.

[Motion 25-51](#)

Moved by Jeff Priest and seconded by Geoff Kneller THAT Council endorses the recommended consequences for failure to complete continuing registration requirements as modified, to be incorporated into bylaws under the PGA.

Approved with one opposed.

7.2 Service Recognition

Continuing the discussion on item 7.5 at the October 15 meeting. Council discussed the following motions:

[Motion 25-52](#)

Moved by Jeff Priest and seconded by James Ferguson THAT Council Rescinds motion 19-58, which reads:

MOVED by Tim Joseph and seconded by Bob Rundle, THAT Council approve the recommendation of the Executive Committee to create a new membership category for retired registrants. For example: P.Eng./P.Geo., retired or P.L. (Eng/Geo), retired.

Approved with one opposed and one abstained.

Council discussed whether there are options to have a membership category for retired registrants to maintain a relationship with APEGA. It was clarified that a non-regulated member category can be established through bylaws, however, those members would not be able to use the title P.Eng or P.Geo and would not be eligible to volunteer in statutory boards or Council. The motion under discussion was intended to create a regulated category for retired members under the PGA. Staff will explore options for a non-regulated retired member category.

[Motion 25-53](#)

Moved by Jeff Priest and seconded by Ken Hawrelko THAT Council amends motion 19-59, which reads:

MOVED by Manon Plante and seconded by Wally Kozak, THAT Council approve the recommendation of the Executive Committee to set fees for the newly created membership category for retired registrants to be 25% of the professional fee.

By striking “*for the for the newly created membership category*”.

Approved unanimously.

[Motion 25-54](#)

Moved by Jeffrey Priest and seconded by Ken Hawrelko THAT Council Rescinds motion 22-22, which reads:

Moved by Brian Pearse and seconded by RaeAnne Leach THAT Council endorses the guiding principles presented for service categories and use of designations, and that the new bylaws reflect these.

Approved unanimously.

Council requested staff to consult with members on how they value the Life Member designation to better inform the framework for service recognition that was presented at the October 15 meeting. The request includes ensuring that the consulted members be made aware that the CPD 2.0 provides an opportunity to reinstate some of the currently non-practicing life members into the registered status. Follow up for service recognition will come back to Council in March 2026.

7.3 Permit Holders Update – Legislative Review - Sole Proprietors

Council continued the conversation initiated on item 8.2 at the October 15 meeting and discussed the following motions:

[Motion 25-55](#)

Moved by Ken Hawrelko and seconded by Dean Mullin THAT Council amends Motion 17-05 by striking out “require a sole practitioner to obtain a Permit to Practice”.

Approved with one abstained.

[Motion 25-56](#)

Moved by Jason Vanderzwaag and seconded by Wendy Shier THAT Council requests the Practice Review Board to create a requirement for individual registrants that all practice of engineering and geoscience must occur under a professional practice management plan.

Approved with two abstained.

[Motion 25-57](#)

Moved by Wendy Shier seconded by Doak Horne THAT Council endorses in principle creating a bylaw that requires sole proprietors advertising their trade name for the provision of engineering and geoscience services to also include their own name and professional designation, if it's different from the trade name.

Defeated with eight opposed, four in favour, and one abstained.

8.0 GENERATIVE DISCUSSION

8.1 2026-2030 Strategic Plan

The Chair of the SRC and the RCEO presented an update on the Strategy Development process in preparation for the update of the APEGA Strategic Plan. The update included the following:

- End state, constraints, and assumptions.
- Timeline
- Key Interim Deliverables
- Jurisdictional Scan of Mission and Vision Statements
- Strategic Alignment

8.1.1 APEGA Mission and Vision Statements

The Chair of the SRC and the RCEO presented the draft of the APEGA mission and vision statements. Council provided feedback.

8.1.2 SWOT Analysis

The Chair of the SCR and the RCEO presented a SWOT analysis that will inform strategic development.

9.0 ITEMS FROM CONSENT AGENDA AND REPORTS THAT REQUIRE DISCUSSION (if required)

No items from the consent agenda and reports required discussion.

10.0 EXECUTIVE SESSION (Council + RCEO)

Council met in camera with the RCEO.

11.0 EXECUTIVE SESSION (Council only)

Council met in camera.

12.0 EXECUTIVE SESSION SUMMARY

No summary was provided.

13.0 ADJOURNMENT

The meeting was adjourned at 5:40 p.m.