



## **COUNCIL MEETING**

December 13, 2023

8:00 a.m. - 2:00 p.m.

Lindberg Boardroom, APEGA Office

Edmonton, AB

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## **MINUTES**

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### **Council Executive:**

Manon Plante, CD1, P.Eng., MDS – President

Tracey Stock, KC, FEC, PEng, PhD – President Elect

Margaret Allan, FGC, FEC, P.Eng., P.Geo., MEng – Vice President

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

### **Councillors:**

Mihaela Ciulei, P.Eng. PMP, MEng

Claudia Gomez-Villeneuve, FEC, FGC (Hon), P.Eng. PMP, DTM, MEng

Ken Hawrelko, FEC, P.Eng., MEng

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

Wally Kozak, P.Eng.

Seema Makwana, P. Eng.

Dean Mullin, P.Eng., PhD

Jeffrey Priest, P.Eng., PhD

Wendy Shier, P.Geo., MSc

Devarsh Sood, P.Eng., PMP

Jason Vanderzwaag, FEC, P.Eng., LEED AP, PMP, MASc

### **Public Member**

Mary Phillips-Rickey, FCPA, FCA

### **Directors:**

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

Natasha Avila, P.Eng., Engineers Canada Director

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

### **Regrets:**

Lorna Harron, P.Eng., MEng, MBA

Heather Kennedy, FCAE, P.Eng., Engineers Canada Director

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

### **Staff:**

Jay Nagendran, FCAE, FEC, FGC (Hon.), P.Eng., ICD.D, Registrar & CEO

John Corriveau, P.Eng., Deputy Registrar & Chief Regulatory Officer

Nancy Biamonte, ABC, Chief Professional Sustainability Officer  
Krista Nelson-Marciano, MBA, Director, Business Performance  
Yvan Boutin, Chief Financial & Corporate Officer  
Zac Parsons, BCom, Senior Advisor & Director, Council Relations  
Colette Fernandes, Council Relations Manager  
P. H. A., MA, Executive Assistant to Council  
Dianne Johnstone, Senior Advisor & Director, Legislation & Government Relations  
Andy Smith, Deputy Chief Regulatory Officer  
Gisela Hippolt-Squair, Director, Member Engagement & Communications  
Allan Ng, Director, Professional Practice (Joined for item 8.1)

### **Speakers & Guests:**

Ruth McHugh, Consultant  
Mahendra Samaroo, Chair, Practice Review Board (Joined for item 8.1)  
Christina Clark, Chair, Appeal Board (Joined for item 8.2)  
Abdalbast Ahmied, Chair, Fort McMurray Branch

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## **1.0 CALL TO ORDER**

The Chair called the meeting to order at 8:34 a.m.

The Chair conducted a Land Acknowledgement and made opening remarks, reviewed the meeting agenda, Robert's Rules of Order, and document management.

## **2.0 COUNCIL MEETING CONDUCT**

### 2.1 Council Code of Conduct

The Code of Conduct was included in the meeting package.

### 2.2 Code of Ethics

The Code of Ethics 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 23-51](#)

**Moved by Geoffrey Kneller and seconded by Seema Makwana, THAT** the agenda of the December 13, 2023, Council Meeting be adopted as presented.

Adopted unanimously.

## **4.0 CONSENT AGENDA**

The following items were adopted as presented in the December 13, 2023, meeting package:

- 4.1 Statutory Board Appointments ([Motion 23-52](#))
- 4.2 Conditional Reinstatement Recommendations ([Motion 23-53](#))
- 4.3 Special Council Meeting Minutes, September 29, 2023 ([Motion 23-54](#))
- 4.4 Special Council Meeting Minutes, October 5, 2023 ([Motion 23-55](#))
- 4.5 Council Meeting Minutes, October 11 & 12, 2023 ([Motion 23-56](#))
- 4.6 Special Council Meeting Minutes, November 20, 2023 ([Motion 23-57](#))

## 5.0 REPORTS

The following reports were included in the meeting package as information:

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

## 6.0 COUNCIL DEVELOPMENT

- 6.1 Understanding the Role of Council vis-a-vis the Role of Management  
Consultant Ruth McHugh led a conversation on governance best practices. The discussion included the role of Council and the role of Management and developments on governance of professional regulation in Canada.

## 7.0 RCEO ORAL & WRITTEN REPORT

The RCEO answered questions submitted in advance by Councillors and delivered his report, which included the following highlights:

- Relationship with government following the Software Engineering process.
- Hiring of External Relations Manager.
- Engineers Canada (EC) Board Meeting which included conversations on APEGA's appeal of the Court of King's Bench decision on the Alberta (Council of the Association of Professional Engineers and Geoscientists) v Getty Images Inc., 2023 ABKB 635 (CanLII) case.
- Introduction of Bill 203 on foreign credentials recognition by the Government of Alberta.
- Preparations for work that will be required for the Professional Governance Act (PGA).
- Conversations with the Board of Examiners about the removal of one-year Canadian experience requirement by some provinces.
- Findings of the Deloitte report and compliance with the Fair Registration Practices Act.
- Conversations with other Constituent Associations on Continuing Professional Development (CPD) harmonization for members who have multiple jurisdictional registrations.
- Jobber/Getty court case and the EGP Act.
- RCEO and President's attendance to the Engineers and Geoscientists BC (EGBC) conference and Annual General Meeting (AGM).

- Retirement of Nancy Biamonte, Chief Professional Sustainability Officer.

## **8.0 STATUTORY BOARD UPDATES**

### **8.1 Practice Review Board**

The Chair of the Practice Review Board (PRB) and the Director, Professional Practice presented an update on the work of the Board, including the following highlights:

- Risk Management Process
- Registrant Engagement Highlights
- Graduated Risk Assessment of Permit Holders (GRAPH) optimization
- Priorities for education of Licensed Professionals, including CPD modernization.

### **8.2 Appeal Board**

The chair of the Appeal Board and the Deputy Chief Regulatory Officer presented an update on the work of the Board, including the following highlights:

- Mandate and authority of the Appeal Board
- Types of appeals
- Structure of the Appeal Board
- 2023 updates, including case activity, processing times, decision outcomes and learnings.
- 2024 priorities

## **9.0 CPD UPDATE**

The Deputy Registrar & Chief Regulatory Officer, the Chief Professional Sustainability Officer, and the Director, Business Performance presented an update on CPD modernization, which included the following highlights:

- Self-regulation and responsibilities of licensed professionals
- CPD Modernization Status Update
- CPD Modernization 2024-2025 Roadmap

## **10.0 EMERGING RISK**

### **10.1 Software Engineering**

The Deputy Registrar & Chief Regulatory Officer presented an overview of the developments of Bill 7 and the Getty court case and enforcement of title protection.

Council discussed the implications of self-regulation and title protection.

## **11.0 ITEMS FROM CONSENT AGENDA AND REPORTS THAT REQUIRE DISCUSSION**

None.

## **12.0 ADJOURNMENT**

The meeting was adjourned at 2:31 p.m.



## **COUNCIL MEETING**

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8:00 a.m. - 4:30 p.m.

Lindberg Boardroom, APEGA Office

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Colette Fernandes, Council Relations Manager  
P. H. A., MA, Executive Assistant to Council  
Dianne Johnstone, Senior Advisor & Director, Legislation & Government Relations  
Andy Smith, Deputy Chief Regulatory Officer  
Gisela Hippolt-Squair, Director, Member Engagement & Communications  
Shirley Layne, Event Planning & Member Recognition Manager (Joined for item 6.1)  
Mohamed El Daly, Director, Outreach & Product Services (Joined for items 7.1 and 7.2)

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## 1.0 CALL TO ORDER

The Chair called the meeting to order at 8:31 a.m.

The Chair conducted a Land Acknowledgement and made opening remarks, reviewed the meeting agenda, Robert's Rules of Order, and document management.

## 2.0 COUNCIL MEETING CONDUCT

### 2.1 Council Code of Conduct

The Code of Conduct was included in the meeting package.

### 2.2 Code of Ethics

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### 2.3 Declaration of Conflict of Interest

No conflicts of interest were declared.

## 3.0 ADOPTION OF THE MEETING AGENDA

### [Motion 23-58](#)

**Moved by Claudia Gomez-Villeneuve and seconded by Ken Hawrelko, THAT** the agenda of the December 14, 2023, Council Meeting be adopted as presented.

Adopted unanimously.

## 4.0 PROFESSIONAL GOVERNANCE ACT (PGA) UPDATE

The Senior Advisor & Director, Legislation & Government Relations presented an update on the Modernized Legislation Program (MLP), which included the following highlights:

- Legislative Review Detailed Process
- Engagement with Council Process
- Legislative Review Site
- Modernized Legislation Program Update and Engagement Process
- MLP Operational Implementation

## 5.0 ROUTINE BUSINESS OF COUNCIL

### 5.1 Executive Committee Report

The Chair of the Executive Committee provided a summary of the November 20, 2023, meeting.

#### 5.1.1 President's Visits Update

The President presented an update of the President's Visits that have occurred up to date, which included feedback from membership received during the visits.

### 5.2 Governance Committee Report

The Chair of the Governance Committee provided a summary of the October 30, 2023, meeting.

#### 5.2.1 Governance Committee Terms of Reference

The Governance Committee Terms of Reference were reviewed to adjust scope and remove items that no longer belong to the Governance Committee, the following motion was presented:

##### [Motion 23-59](#)

**Moved by Lisa Doig and seconded by Geoffrey Kneller, THAT Council approves the Governance Committee Terms of Reference as presented by the Governance Committee.**

Adopted.

### 5.3 Policy and Standards Committee Report

The Chair of the Policy and Standards Committee provided a summary of the October 20, 2023, meeting and presented the following motions:

##### [Motion 23-60](#)

**Moved by Claudia Gomez-Villeneuve and seconded by Wendy Shier, THAT Council approves the reinstatement application lists presented, as recommended by the Practice Review Board, and endorsed by the Policy & Standards Committee.**

Adopted unanimously.

##### [Motion 23-61](#)

**Moved by Claudia Gomez-Villeneuve and seconded by Wendy Shier, THAT Council approves V2.10 of the Practice Standards, Guidelines, and Bulletins Development Policy presented, as recommended by the Practice Review Board and the Policy & Standards Committee.**

Adopted unanimously.

#### 5.4 Strategy & risk Committee Report

The Chair of the Strategy & Risk Committee provided a summary of the November 9, 2023, meeting, which included an update on the planning of the 2024 Council Retreat.

#### 5.5 Audit Committee Report

The Chair of the Audit Committee provided a summary of the November 15, 2023, meeting.

##### 5.5.1 Q3 Financial Report and 2023 Forecast

The Chair of the Audit Committee presented an overview of the Q3 Financial Report and 2023 Forecast.

##### 5.5.2 Business Plan and Annual Budget Approval

The chair for the Audit Committee presented the business plan and 2024 Budget. The Chief Financial & Corporate Officer answered questions from Council about the budget.

##### [Motion 23-62](#)

**Moved by Wally Kozak and seconded by Lisa Doig THAT**, Council approves the 2024 Operating and Capital Budget as presented.

Adopted.

##### 5.5.3 Legislative Review Reserve for PGA

The Chair of the Audit Committee presented the following motion for decision:

##### [Motion 23-63](#)

**Moved by Wally Kozak and seconded by Jeffrey Priest THAT**, Council approves the preliminary budget of \$1,000,000 from the Legislative Review Reserve for implementation of the Professional Governance Act.

Adopted unanimously.

#### 5.6 Nominating Committee Report

##### 5.6.1 Election Ballot

The Past President, on behalf of the Chair of the Nominating Committee presented an update on the nominations process for the 2024 Council Election, which included the following highlights:

- Twenty-seven applications were received for Council.
- Nine candidates satisfied the interview threshold and will be placed in the ballot for Council.
- Three applications were received for Executive.
- Two candidates satisfied the interview threshold and will be placed in the ballot for Executive.



## 6.0 SUMMIT AWARDS

### 6.1 Recipient Recommendations

The Event Planning & Member Recognition Manager presented the candidates for Honours and Awards and provided an overview for the process of nomination and selection of awards recipients.

#### Motion 23-64

**Moved by Seema Makwana and seconded by Geoff Kneller THAT**, Council approves the recommendations of the Honours and Awards Committee for the 2024 recipients of the APEGA Summit Awards.

Adopted unanimously.

The President and Council Chair recused from the meeting per conflict-of-interest procedures at 11:43 a.m. The President Elect Chaired the meeting.

#### Motion 23-65

**Moved by Lisa Doig and seconded by Margaret Allan THAT**, Council approves the recommendation of the Honours and Awards Committee for the 2024 recipient for Honorary Life membership.

Adopted unanimously.

The President returned to the meeting at 11:48 a.m. and resumed chairing the meeting.

#### Motion 23-66

**Moved by Ken Hawrelko and seconded by Jeffrey Priest THAT**, Council approves the recommendations of the Honours and Awards Committee for the 2025 nominees of the Engineers Canada Awards.

Adopted unanimously.

### 6.2 Summit Awards Future State Recommendation

The Director, Member Engagement & Communications presented the recommendations for the future of the Summit Awards. Council discussed the Summit Awards program and the recommendations.

## 7.0 EDI

### 7.1 EDI Training

The Director, Outreach & Product Services provided Equity, Diversity and Inclusion (EDI) training to Council.

### 7.2 WAGE Grant and 30 by 30 Update

The Director, Outreach & Product Services presented an update on the 30 by 30 program which included the following highlights:

- History of the 30 by 30 goals and strategic plan
- APEGA initiatives

**8.0 EXECUTIVE SESSION** (In-camera) (Council + Staff)

Council met in-camera with staff.

**9.0 EXECUTIVE SESSION** (In-camera) (Council + RCEO)

Council met in-camera with the RCEO.

**10.0 EXECUTIVE SESSION** (In-camera) (Council only)

Council met in-camera.

**11.0 EXECUTIVE SESSION SUMMARY**

No summary was provided.

**12.0 ADJOURNMENT**

The meeting was adjourned at 5:57 p.m.