COUNCIL MEETING
March 18, 2026
8:00 a.m. – 4:45 p.m.
Platform Innovation Centre
Calgary, AB

MINUTES

Council Executive:
Terri Steeves, FEC, FGC (Hon.), P.Eng., ICD.D – President and Council Chair
Dean Mullin, PhD, FEC, FGC (Hon.), P.Eng. – President Elect
Jason Vanderzwaag, MASc, FEC, FGC (Hon.), P.Eng., LEED AP, PMP – Vice President
Tracey Stock, KC, P.Eng., PhD, FEC, FGC (Hon) – Past President

Councillors:
Kari Anderson, FEC, FGC (Hon.), P.Eng.
James Ferguson, P.Eng.
Alex Haluszka, MSc., P.Geo.
Ken Hawrelko, MEng, FEC, FGC (Hon.), P.Eng.
Clodia Kanna-Laurent, MBA, P.Eng.
Bill King, P.Eng.
Geoffrey Kneller, CD, MBA, FEC, P.Eng.
Seema Makwana, P.Eng.
Eric Potter, P.Eng., CEC, ACC
Wendy Shier, MSc, P.Geo.

Public Members:
Ashley Andrade, CPA, CFCS – Public Member
Grace Brittain, RN – Public Member
Afshan Mahmood, MA, PMP – Public Member

Directors:
Darcie Greggs, PhD, FGC, FEC (Hon.), P.Geol. - Geoscientists Canada Director
Lisa Doig, MBA, FEC, FGC (Hon.), P.Eng. – Engineers Canada Director
Anjum Mullick, M.Sc., P.Eng. – Engineers Canada Director
John Van der Put, FEC, FGC (Hon.), P.Eng. - Engineers Canada Director

Regrets:
Doak Horne, LL.B., P.Eng.
Jeffrey Priest, PhD, P.Eng.
Tim Joseph, PhD, FCIM, P.Eng. - Engineers Canada Director

Staff:
Paul Wynnyk, CMM, MSM, CD, P.Eng. – Registrar & CEO
Yvan Boutin, CPA, CA – Chief Financial & Corporate Officer
Robert Katzell, BA(Hons), LL.B. – Chief Legal Officer
Andy Smith, P.Eng. – Deputy Registrar & Chief Regulatory Officer
Carole Stevenson-Roy, MBA, APR – Chief Professional Sustainability Office
Carol Kallio – Special Advisor to the Registrar & Chief Executive Officer
Krista Nelson-Marciano, MBA – Director, Business Performance
Zac Parsons, BCom – Senior Advisor & Director, Council Relations
Lisa Stanley – Director, People Experience
Shar Anderson, P.Geo. – Acting Director, Conduct & Legislation
Colette Fernandes – Council Relations Manager
P.H.A., MA, GPC.D – Executive Assistant to Council
Jakia Afruz, MSc, PMP - Advisor, Regulatory (Joined for item 10.0 and 12.0)
Terry DeMarco, B.A.Sc., LL.B., P.Eng. - Legislation Review Consultant (Joined for item 10.0 and 12.0)
Mathew Fasullo, CVA – People Experience Business Partner (Joined for item 13.0)
Gisela Hippolt-Squair, BA, FGC (Hon.), FEC (Hon.) - Director, Member Engagement and Communications (Joined for items 9.0 and 10.0)
Allan Ng, P.Eng. – Director, Professional Practice (Joined for item 10.0, 12.0 and 13.0)
Sanjay Rikhi, PMP – Senior Advisor & Director, Business Planning (Joined for item 9.0 and 10.0)
Elizabeth Wightman - Senior Policy Advisor (Joined for item 10.0 and 12.0)

Speakers & Guests
Natasha Avila, P.Eng. – Incoming Vice President
Johanne Poirier Mouallem, P.Eng. – Vice Chair, Discipline Committee (Joined for item 8.0)
Javier Garcianni P.Eng. – Calgary Branch Chair
David Lario, P.Eng. – Branch Chair, Peace Region
Phillip Rizcallah, P.Eng. – Engineers Canada CEO
Christian Bellini - Engineers Canada Staff (Joined for item 6.0)

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:37 a.m.

The Chair conducted a Land Acknowledgement and made opening remarks.

The Chair reviewed the meeting agenda, Robert's Rules of Order, corporate best practices, 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 26-01
Moved by Ashley Andrade and seconded by Eric Potter **THAT** Council approves the agenda of the March 18, 2026, Council Meeting as presented.
Adopted unanimously.

4.0 CONSENT AGENDA

The following motions were adopted in the Consent Agenda:

4.1 Statutory Board Appointments
Motion 26-02
Moved and seconded THAT Council approves the Statutory Board Appointments as presented and recommended by the Governance Committee.

4.2 Conditional Reinstatement Recommendations
Motion 26-03
Moved and seconded THAT Council approves the low-risk reinstatement applications lists presented, as recommended by the Practice Review Board and conditionally approved by the Registrar & CEO.

4.3 Council Meeting Minutes, December 10 & 11, 2025
Motion 26-04
Moved and seconded THAT Council approves the minutes of the December 10 & 11, 2025, Council Meeting as presented.

4.4 AGM Agenda
Motion 26-05
Moved and seconded THAT Council approves the 2026 Annual General Meeting Agenda.

4.5 AGM Special Rules
Motion 26-06
Moved and seconded THAT Council approves the 2026 Annual General Meeting Special Rules.

4.6 Appointment of Engineers Canada Directors
Motion 26-07
Moved and seconded THAT Council appoints Anjum Mullick, P.Eng., and Jay Nagendran, P.Eng., as Engineers Canada Directors for the term 2026-2029 as recommended by the Executive Committee.

4.7 Engineers Canada 2028 Per Capita Assessment Fee

Motion 26-08

Moved and seconded THAT Council supports a 2028 Per Capita Assessment Fee at $12 per Registrant and directs the APEGA President to vote in favour of the motion to approve it at the Engineers Canada Annual Meeting of Members.

5.0 REPORTS

The following reports were included in the meeting package for 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 eVotes Conducted Since the Last Council Meeting

- Summit Awards Change

  Motion 26-E01

  Moved by Jason Vanderzwaag and seconded by Dean Mullin That Council rescinds motion 25-69 which reads "Moved by Ken Hawrelko and seconded by James Ferguson THAT Council approves the recommendations of the Honours & Awards Committee for the 2026 recipients of the APEGA Summit Awards."

  Motion 26-E02

  Moved by Jason Vanderzwaag and seconded by Dean Mullin That Council approves the amended recommendations of the Honours & Awards Committee for the 2026 recipients of the APEGA Summit Awards.

- Engineers Canada Meritorious Service Award to Professional Service

  Motion 26-E03

  Moved by Jeffrey Priest and seconded by James Ferguson That Council recommends Nannette Ho-Coverton, FEC, FGC (Hon.), P.Eng. for the Engineers Canada Meritorious Service Award for Professional Service.

5.6 Council & Committees 3-year Schedule
5.7 Council Attendance

6.0 COUNCIL DEVELOPMENT

6.1 Engineers Canada Overview and Governance Review Update

The President and the CEO of Engineers Canada presented an overview of the organization, an update on the governance review being conducted, and background on the increase of the Per Capita Assessment Fee.

7.0 RCEO REPORT

The Registrar and CEO (RCEO) presented his report and answered questions from Council. The report included updates on the Council election, the Strategic Planning in progress, leadership visits to Fort McMurray and Lethbridge, Government of Alberta (GoA) legislative agenda for the spring session, response from Government to the APEGA-ASET Memorandum of understanding (MOU), conversations with government about the changes to the Labour Relations Code, government meeting with Professional Regulatory Organizations (PROs), and Engineers Canada meetings attended by the RCEO.

8.0 STATUTORY BOARD UPDATE

8.1 Discipline Committee

The Vice Chair of the Discipline Committee and the Director, Conduct and Legislation presented an update on the work of the Discipline Committee, which included the committee's mandate and authority, structure of the committee, an overview of hearings, an overview of recommended discipline orders, 2025 statistics and trends, and update on the legislative transition to the Professional Governance Act (PGA).

9.0 2026-2030 STRATEGIC PLANNING

The RCEO presented an update on the ongoing process for the 2026-2030 strategic Plan, which included the mission and vision statements, strategic themes identified in the cross-jurisdictional scan, and the proposed APEGA priorities and lines of operation.

David Lario joined the meeting at 1:00 p.m.

10.0 PROFESSIONAL GOVERNANCE ACT (PGA)

10.1 PGA Update

The Deputy Registrar & Chief Regulatory Officer presented an update on the status of implementation of the *Professional Governance Act* (PGA) which included updates on the status of the PGA implementation, the General Regulation, likelihood of success for the asks submitted to the GoA, bylaw development process, and independent legal memorandum.

Grace Brittain and Geoff Kneller left the meeting at 2:00 p.m.

10.2 Competence Requirements for Registration

The Deputy Registrar & Chief Regulatory Officer presented the proposed framework for setting competence and licensure requirements for APEGA registrants under the PGA.

The proposed approach is tiered: regulations provide broad authority, bylaws set high-level requirements, and detailed criteria and processed are managed by the Registration Committee through policy. There are differences in competency frameworks for engineers and geoscientists due to alignment with national standards for each profession.

10.3 2027 Council Election and Transition to the PGA

The Deputy Registrar & Chief Regulatory Officer presented a proposed framework for the 2027 Council Election, which will take place during the transition from the EGPA to the PGA, expected to be completed in March 2027.

Key recommendations include shifting the election time earlier to be completed before the transition to the PGA. The approach is to ensure compliance with transition requirements in the PGA and aims to adapt to the new governance structure once the transition is completed.

10.4 Council Role and Structure Under the PGA

The Deputy Registrar & Chief Regulatory Officer presented a proposed framework for the role of Council and its structure under the PGA, in which Council's core powers are setting strategic direction, establishing and approving bylaws, appointing and overseeing decision-making bodies, and ensuring public interest and accountability. Materials provided include briefing notes on best practices, council size, and comparators with other regulators. This topic will be discussed in more depth at the Strategic Retreat in April 2026. Council members are encouraged to request additional information on best practice examples to support informed discussion at the retreat.

Tracey Stock left the meeting at 3:30 p.m.

11.0 GEOSCIENTISTS CANADA CANADIAN PROFESSIONAL GEOSCIENTISTS AWARD

Council selected the recipient for the Geoscientists Canada Professional Geoscientists Award.

Motion 26-09

Moved by Afshan Mahmood and seconded by James Ferguson **THAT** Council recommends Amanda Hall, P.Geo. for the Geoscientists Canada Canadian Professional Geoscientist Award.

Adopted with one opposition by Wendy Shier.

Items 5.0 and 7.0 from the March 19 agenda were moved for discussion to March 18.

12.0 FULLY RETIRED MEMBERSHIP TYPE & SURVEY RESULTS

The Deputy Registrar & Chief Regulatory Officer presented the results of the survey conducted with members about fully retired membership. The concept of a "fully retired" or non-regulated member type was explored to address members who wish to retain their designation after ceasing practice. Based on the results, four options were presented to government, who is considering between two options. The presentation outlined the options submitted to government, comparison with other regulators, and the results of the survey. The perspective of the Practice Review Board will be presented to Council before a final decision. Implementation will depend on government's approval.

13.0 2025 VOLUNTEER SURVEY

The Director, People Experience and the People Experience Business Partner presented the result of the survey conducted with APEGA volunteers in 2025. The presentation included insights on areas of volunteer participation, demographics, motivations for volunteerism, volunteer satisfaction, and main challenges and opportunities for volunteer engagement.

14.0 ITEMS FROM CONSENT AGENDA THAT REQUIRE DISCUSSION

No items required discussion.

15.0 ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

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Jason Vanderzwaag, MASc, FEC, FGC (Hon.), P.Eng., LEED AP, PMP – Vice President
Tracey Stock, KC, P.Eng., PhD, FEC, FGC (Hon) – Past President

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Bill King, P.Eng.
Geoffrey Kneller, CD, MBA, FEC, P.Eng.
Seema Makwana, P.Eng.
Eric Potter, P.Eng., CEC, ACC
Wendy Shier, MSc, P.Geo.

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Grace Brittain, RN – Public Member
Afshan Mahmood, MA, PMP – Public Member

Directors:
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Lisa Doig, MBA, FEC, FGC (Hon.), P.Eng. – Engineers Canada Director
Anjum Mullick, M.Sc., P.Eng. – Engineers Canada Director
John Van der Put, FEC, FGC (Hon.), P.Eng. - Engineers Canada Director

Regrets:
Doak Horne, LL.B., P.Eng.
Jeffrey Priest, PhD, P.Eng.
Tim Joseph, PhD, FCIM, P.Eng. - Engineers Canada Director

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Robert Katzell, BA(Hons), LL.B. – Chief Legal Officer
Andy Smith, P.Eng. – Deputy Registrar & Chief Regulatory Officer
Carole Stevenson-Roy, MBA, APR – Chief Professional Sustainability Office
Carol Kallio – Special Advisor to the Registrar & Chief Executive Officer
Krista Nelson-Marciano, MBA – Director, Business Performance
Zac Parsons, BCom – Senior Advisor & Director, Council Relations
Lisa Stanley – Director, People Experience
Shar Anderson, P.Geo. – Acting Director, Conduct & Legislation
Colette Fernandes – Council Relations Manager
P.H.A., MA, GPC.D – Executive Assistant to Council
Jakia Afruz, MSc, PMP - Advisor, Regulatory (Joined for item 4.3.1)
Terry DeMarco, B.A.Sc., LL.B., P.Eng. - Legislation Review Consultant (Joined for item 4.3.1)
Elizabeth Wightman - Senior Policy Advisor (Joined for item 4.3.1)

Speakers & Guests
Natasha Avila, P.Eng. – Incoming Vice President
Christina Clarke, P.Eng., - Chair, Appeal Board (Joined for item 6.0)
Javier Garcianni P.Eng. – Calgary Branch Chair
David Lario, P.Eng. – Branch Chair, Peace Region
Phillip Rizcallah, P.Eng. – Engineers Canada CEO

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.

The Chair reviewed the meeting agenda, Robert's Rules of Order, corporate governance best practices, 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

Items 5.0 and 7.0 were removed from the agenda as those were discussed on March 18.

Motion 26-10

Moved by Afshan Mahmood and seconded by Wendy Shier **THAT** Council approves the agenda of the March 19, 2026, Council Meeting as amended.
Adopted unanimously.

4.0 ROUTINE BUSINESS OF COUNCIL

4.1 Executive Committee Report Discussion

The Chair of the Executive Committee presented the report of the February 20, 2026, meeting. The highlights are included in the meeting package.

4.1.1 Council Committee Assignments

The President Elect presented the committee assignments for 2026-2027.

4.2 Governance Committee Report Discussion

The Chair of the Governance Committee presented the report of the February 11, 2026, Governance Committee meeting. The highlights are included in the meeting package.

4.2.1 2027 Council Election and Transition to the PGA

Council continued the discussion started on item 10.3 of the March 18 meeting. The following motions were presented by the Governance Committee:

Motion 26-11

Moved by Alex Haluszka and seconded by Geoff Kneller **THAT** Council endorses, in principle, the proposed plan for the 2027 Council elections and 2027-2028 board term, including:

- shifting the election dates so the election is completed by the end of February 2027;
- having the vice-presidents and councillors who are elected under the EGP Act in February 2027 all become board members at the 2027 AGM after APEGA has moved under the PGA; and
- having the board elect a registrant board member as vice-chair at the first meeting of the board after the 2027 AGM.

Adopted unanimously.

4.2.2 Amending the Expiry Date for EGP General Regulation

Motion 26-12

Moved by James Ferguson and seconded by Geoff Kneller **THAT** The Engineering and Geoscience Professions General Regulation section 79.1 be amended to strike out “September 30, 2026” and substitute “September 30, 2029”, so it reads:

> “For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on September 30, 2029.”

Adopted unanimously.

4.2.3 Amending Expiry Date for P.Tech. Regulation

Motion 26-13

Moved by Wendy Shier and seconded by Ken Hawrelko **THAT** The Professional Technologists Regulation Section 37 be amended to strike out "September 30, 2026" and substitute "September 30, 2029", so it reads:

> "For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on September 30, 2029."

Adopted unanimously.

4.2.4 AI Task Force Terms of Reference and Membership

Motion 26-14

Moved by Clodia Kanna-Laurent and seconded by Seema Makwana **THAT** Council approves the Artificial Intelligence Task Force (AI Task Force) Terms of Reference as presented.
Adopted unanimously.

Natasha Avila, James Ferguson, Seema Makwana, Wendy Shier, Jason Vanderzwaag, and Dean Mullin (Ex-officio) volunteered to form the Artificial Intelligence Task Force (AI Task Force).

4.2.5 Council Travel and Business Expense Policy and Guideline

Motion 26-15

Moved by Geoff Kneller and seconded by Seema Makwana **THAT** Council approves the revised Council Travel & Business Expense Policy and Council Travel & Expense Guideline as presented.
Adopted unanimously.

4.2.6 Strategy Formation Guideline

Motion 26-16

Moved by James Ferguson and seconded by Alex Haluszka **THAT** Council approves the Strategy Formation Guideline as presented.
Adopted unanimously.

4.2.7 Indemnification Policy

Motion 26-17

Moved by Geoff Kneller and seconded by Seema Makwana **THAT** Council approves the Indemnification Policy as presented.
Adopted unanimously.

4.3 Policy and Standards Committee Report Discussion

The Chair of the Policy and Standards Committee (PSC) presented the report of the February 2, 2026, meeting. The following motions were presented by the PSC:

Motion 26-18

Moved by Seema Makwana and seconded by Geoff Kneller **THAT** Council approves the reinstatement application lists presented, as recommended by the Practice Review Board, and endorsed by the Policy & Standards Committee.
Adopted unanimously.

Continuing the conversation on item 10.2 of the March 18 meeting, the PSC presented the following motion:

Motion 26-19

Moved by Geoff Kneller and seconded by Seema Makwana **THAT** Council approves in principle the proposed competence requirements by class for APEGA registrants under the Professional Governance Act, for incorporation into bylaws.
Adopted with one opposition by Tracey Stock.

4.4 Strategy & Risk Committee Report Discussion

The Chair of the Strategy & Risk Committee (SRC) presented the report of the November 5, 2025, meeting. The highlights are included in the meeting package.

4.4.1 Update on ERM and Mitigation Strategies – Review of ERM Dashboard

The Chief Financial & Corporate Officer provided an update on the Risk Register, which has been updated to a more readable and shareable format. Feedback from Council is welcomed.

4.5 Audit Committee Report Discussion

The Chair of the Audit Committee presented the report of the March 5, 2026, meeting. The highlights are included in the meeting package.

4.5.1 Q3 Financial Report and Forecast for the Year

The 2025 Financial Report and Variance Analysis was included in the meeting package.

4.5.2 Approval of 2025 Financial Statements

The Chair of the Audit Committee presented the 2025 financial statements. The Audit Committee presented the following motions:

Motion 26-20

Moved by Wendy Shier and seconded by Geoff Kneller **THAT** Council approves the 2025 Draft Audited Financial Statements as presented and that any two members of Council be authorized to sign the Statement of Financial Position on behalf of Council.
Adopted unanimously.

Motion 26-21

Moved by Alex Haluszka and seconded by Eric Potter **THAT** Council approves that the Legislative Review Reserve be retained at a balance of $1 million and the Regulatory Risk Management Reserve be retained at a balance of $8 million as at December 31, 2025.
Adopted unanimously.

Motion 26-22

Moved by Geoff Kneller and seconded by Ken Hawrelko **THAT** Council approves the 2025 Draft Audited Summary Financial Statements as presented and that the 2025 Audited Summary Financial Statements be included in the 2025 Annual Report.
Adopted unanimously.

Motion 26-23

Moved by Wendy Shier and seconded by Geoff Kneller **THAT** Council recommends to Membership at the 2026 Annual General Meeting the re-appointment of BDO Canada LLP as external auditor for the year ended December 31, 2026.
Adopted unanimously.

Kari Anderson joined the meeting at 9:48 a.m.

5.0 STATUTORY BOARD UPDATE

5.1 Appeal Board

The Chair of the Appeal Board and the Director, Professional Practice, presented an update on the work of the board, which included information on the board's mandate and authority, types of appeals, structure of the board, update on cases taking steps beyond APEGA Appeal Board, overview of the volume of cases and decision outcomes in 2025, cases processing times, learnings from cases, and legislative transition to the PGA.

6.0 EXECUTIVE SESSION (Council + RCEO)

Council met in camera with the RCEO.

7.0 EXECUTIVE SESSION (Council only)

Council met in camera.

8.0 EXECUTIVE SESSION SUMMARY

No summary was provided.

9.0 ADJOURNMENT

The meeting was adjourned at 12:28 p.m.