



The Association of Professional  
Engineers and Geoscientists of Alberta

# **MEMBER VIEWS ON THE CLARITY OF DRAFT BYLAW AMENDMENTS RE: COUNCIL NOMINATION PROCESS**

**SEPTEMBER 2021**

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## 1. Introduction

In June 2021, Council accepted the four recommendations of the Special Committee of Council on Nominations. APEGA bylaw amendments are required in order to implement two of the recommendations pertaining to the nomination process for candidates to serve on Council. Therefore, APEGA consulted with legal counsel and drafted the necessary amendments, and licensed professionals were invited to become informed about these draft amendments.

This report presents member views on how clear it is to them that the draft bylaw amendments will achieve outcomes that ensure Council consistently has the competencies required to govern effectively in an ever-changing and complex regulatory environment and that also ensure there is a clear and transparent nomination process in place. The information is organized into themes and subsequently described in detail, with every comment and question made by members included in the appendices.

Members were informed about and encouraged to engage with the draft bylaw amendments between early August to September 10, 2021.

## 2. Executive Summary

As a regulator, Council's mandate is to protect the public by providing strategic leadership, financial oversight, and sound governance in accordance with the *Engineering and Geoscience Professions Act*. The identification and recruitment of qualified candidates to run for Council election is key to Council's ability to deliver on its mandate.

In response to a motion passed at the 2019 annual general meeting, APEGA Council established a Special Committee of Council on Nominations in June 2019. The Special Committee's mandate was to review the process for nominating candidates for election to APEGA Council to ensure these candidates have the competencies required to fulfil Council's mandate and to foster diversity.

The final report of the Special Committee was received by Council in June 2020. The report recommended that APEGA rewrite its nominations-related bylaws to provide clearer and more consistent direction and to clearly outline the authority of the Nominating Committee, which would be responsible for developing procedural activities. [Read the full report by the Special Committee of Council on Nominations.](#)

In spring 2021, all APEGA members were invited to provide feedback on the six key findings and four recommendations of the Special Committee through virtual engagement sessions and a survey. Most participants agreed with the four recommendations.

1. Move to a simplified, transparent nomination approach using a formal, structured assessment based on needed skills, knowledge, and attributes: 93% agreement.
2. Implement an ongoing education and communication strategy to communicate the nomination process to licensed professionals: 89% agreement.
3. Update the Nominating Committee composition, authority, and process: 78% agreement.
4. Create a nomination approach that is inviting and easily accessible for licensed professionals and actively works to attract a more diverse pool of qualified nominees for Council, and other volunteer roles, as a means of succession development: 91% agreement.

In June 2021, Council reviewed member input and approved the four recommendations of the Special Committee of Council on Nominations. [Read the full member input report.](#)

APEGA's bylaws must be amended to implement recommendations one and three.

On August 4, 2021, APEGA began the process of informing licensed professionals about the draft bylaw amendments to the nomination process for candidates to serve on Council and provided members with opportunities to comment and ask questions. Six virtual information sessions were attended by 435 members (out of 726 who registered), 655 members completed an online survey, and thousands of members accessed information materials and videos online. Detailed survey results and all comments and questions provided by members can be found in Appendices II and III of this report.

The following are the overall themes that emerged from all engagement efforts.

- A significant majority of survey respondents indicated that it was clear to them that the draft bylaw amendments will support the achievement of the seven outcome statements listed in the survey, which aim to ensure Council consistently has the competencies required to govern effectively and has a clear and transparent nomination process in place.

	Clear	Somewhat Clear	Not Clear
Continue to enable all licensed professionals to enter the nomination process.	83.9%	13.6%	2.5%
Ensure all nominees are assessed to determine their competency to serve on Council.	87.2%	10.7%	2.1%
Ensure candidates for election have the competencies required by Council.	81.7%	15.8%	2.5%
Ensure the Nominating Committee is competent to assess nominees and identify candidates for election.	71.2%	22.3%	6.5%
Make clear the authority of the Nominating Committee to deliver on its mandate.	80.5%	17.9%	1.6%
Clarify the nomination process for members.	80.8%	17.3%	1.9%
Ensure the nomination process is fully transparent to members.	76.5%	18.1%	5.4%

- At least 20% of survey respondents indicated that it was not fully clear to them how the draft bylaw amendments would help achieve the following three desired outcomes:
  - ensure the Nominating Committee is competent to assess nominees and identify candidates for election—29% somewhat clear or not clear
  - ensure the nomination process is fully transparent to members—24% somewhat clear or not clear
  - make clear the authority of the Nominating Committee to deliver on its mandate—20% somewhat clear or not clear
- The composition of the Nominating Committee, the criteria and process for its selection, the competencies required to be a member of the committee, and who determines those competencies are matters that require greater clarity for some members. The question “How will the composition of the Nominating Committee be determined?” was opened 107 times on the website.
- Draft bylaw amendments that give future Councils the responsibility to select the committee responsible for assessing candidates for election to Council are a concern for some members. How the draft bylaw amendments will “ensure the Nominating Committee is competent to assess nominees and identify candidates for election” was the least clear to survey respondents.
- The authority of the Nominating Committee, as described in the draft bylaw amendments, is seen by some members as too broad (i.e., creating its own policies and procedures without input or approval

by Council and/or members, deciding which nominees will become candidates for election, and having a perceived lack of accountability).

- There are questions by some members about what diversity means and how seeking diversity on Council will determine who is assessed to become a candidate. The question “What does APEGA mean by diversity?” was opened 129 times on the website, and the question “How will diversity considerations impact the nomination of Council members?” was opened 110 times.
- An above average number of members opened the emails pertaining to the draft bylaw amendments and information sessions, with 48% of members (33,348) opening the first email and 42% (28,656) opening the second. Members also spent much longer than the average amount of time on the website, suggesting they were reviewing the information. Website and newsletter analytics can be found in Appendix IV of this report.
- All four primary communications vehicles used to inform members about the draft bylaw amendments were considered effective. The two most effective vehicles were the virtual information sessions, which were rated by 80% of respondents as effective and by 17% as somewhat effective, and the videos, which were rated by 78% of respondents as effective and by 21% as somewhat effective.

Council will review member comments, questions, and survey responses in October. If Council approves the bylaw amendments, they will be presented to licensed professionals for an electronic vote in November 2021. If approved by APEGA members, the bylaw amendments will be in effect for the 2022 nomination process to identify candidates for the 2023 Council election.

### 3. Background Information

APEGA is, first and foremost, a regulator of the engineering and geoscience professions in Alberta, with its primary goal to protect the public. Self-regulation is a unique and increasingly complex governance model that requires Council to possess a mix of competencies and experience over and above the professional and technical competencies of engineering and geoscience.

As a regulator, Council’s mandate is to provide strategic leadership, financial oversight, and sound governance in accordance with the *Engineering and Geoscience Professions Act*. Recruitment and identification of qualified candidates to run for Council are therefore key to Council’s ability to deliver on its mandate.

Over the last few years, some APEGA members have expressed confusion about how the nomination process works and concern that the process was not transparent and may be too dependent on the networks of Nominating Committee members who identify qualified nominees.

APEGA is committed to effective governance that considers emerging trends, expectations, and best practices. In March 2021, Council approved a new, fully transparent governance framework that provides greater consistency with current legislation, clear and detailed principles of APEGA’s governance, and an interconnected framework for robust governance of APEGA.

The draft bylaw changes pertaining to the nomination process are designed to address member concerns and are aligned with the new governance framework.

In response to a motion passed at the 2019 annual general meeting, APEGA Council established a Special Committee of Council on Nominations in June 2019. The Special Committee’s mandate was to review the process for the nomination of candidates for election to APEGA Council to ensure they have the competencies required to fulfil Council’s mandate and to foster diversity.

The final report of the Special Committee was received by Council in June 2020. The report recommended that APEGA rewrite its bylaws related to nominations to provide clearer and more consistent direction, as well as to clearly outline the authority of the Nominating Committee, leaving any procedural activities to be developed on the authority of the Nominating Committee. [Read the full report by the Special Committee of Council on Nominations.](#)

In spring 2021, all APEGA members were invited to provide feedback on the six key findings and four recommendations of the Special Committee through virtual engagement sessions and a survey. Most participants agreed with the four recommendations.

1. Move to a simplified, transparent nomination approach using a formal, structured assessment based on needed skills, knowledge, and attributes: 93% agreement.
2. Implement an ongoing education and communication strategy to communicate the nomination process to licensed professionals: 89% agreement.
3. Update the Nominating Committee composition, authority, and process: 78% agreement.
4. Create a nomination approach that is inviting and easily accessible for licensed professionals and actively works to attract a more diverse pool of qualified nominees for Council, and other volunteer roles, as a means of succession development: 91% agreement.

In June 2021, Council reviewed member input and approved the four recommendations of the Special Committee of Council on Nominations. [Read the full member input report.](#)

Recommendations one and three require amendments to APEGA's bylaws. While implementation of recommendations two and four do not require bylaw amendments, the four recommendations of the Special Committee are designed to work together to create a nomination process that addresses Council's need to consistently attract nominees with the competencies and experience required to fulfil its mandate as the regulator of the engineering and geoscience professions in Alberta. The implementation of recommendations two and four will help ensure the full transparency of the nomination process, proactively attract a diverse pool of potential nominees, and fully support individuals interested in running for Council.

The draft bylaw amendments are consistent with best practices and trends in professional regulation, which emphasize that the role of a professional organization regulator is to carry out its activities and govern its regulated members in a manner that protects and serves the public interest.

Council will decide whether to approve the bylaw amendments in October. If Council approves the bylaw amendments, an electronic vote for members will be held in November 2021. If approved by APEGA members, the bylaw amendments will be in effect for the 2022 nomination process to identify candidates for the 2023 Council election.

## 4. Process to Inform Members

On August 4, 2021, APEGA began the process of informing licensed professionals about the draft bylaw amendments to the nomination process for Council candidates and provided members with opportunities to share their perspectives and ask questions. The process included:

- a report sent to all APEGA members by email providing relevant background, an overview of the draft bylaw amendments, and a redline version of the bylaw comparing current and drafted wording
- a dedicated webpage on the APEGA website that included videos explaining and detailing the draft bylaw amendments, a redlined draft of the bylaw amendments, a survey, the report of the Special Committee of Council on Nominations, questions and answers, and other relevant background materials and reports

- a series of emails to all licensed professionals inviting them to inform themselves about the draft bylaw amendments, with links to information session registration and the webpage
- articles and advertisements published in the ePEG newsletter about the draft bylaw amendments and opportunities to become informed
- social media posts to further inform members and encourage participation
- a series of six virtual information sessions conducted between August 30 and September 9. A total of 726 members registered to attend an engagement session, and 435 attended a session (60%). All comments and questions provided by members during the virtual sessions can be found in Appendix III of this report
- an online survey, open from August 30 to September 10, 2021, asking members how clear it was to them that the draft bylaw amendments would enable Council to achieve a series of desired outcomes. A total of 655 people completed the survey, resulting in a confidence level of 95%, with a margin of error of plus/minus 4%. All comments and questions provided by members in the survey can be found in Appendix II of this report
- an email link to APEGA was provided for additional comments and questions from members. Four individuals provided input through this link

## 5. Overall Themes from Member Engagement

The following are the overall themes that emerged through all engagement efforts—virtual information sessions, the online survey, and direct responses to APEGA. More detailed survey results are provided later in this report, and all comments and questions received from members can be found in Appendices II and III of this report.

- A significant majority of survey respondents indicated that it was clear to them that the draft bylaw amendments will support the achievement of each of the seven outcome statements listed in the survey, which will help ensure Council consistently has the competencies required to govern effectively and has in place a clear and transparent nomination process.

	Clear	Somewhat Clear	Not Clear
Continue to enable all licensed professionals to enter the nomination process.	83.9%	13.6%	2.5%
Ensure all nominees are assessed to determine their competency to serve on Council.	87.2%	10.7%	2.1%
Ensure candidates for election have the competencies required by Council.	81.7%	15.8%	2.5%
Ensure the Nominating Committee is competent to assess nominees and identify candidates for election.	71.2%	22.3%	6.5%
Make clear the authority of the Nominating Committee to deliver on its mandate.	80.5%	17.9%	1.6%
Clarify the nomination process for members.	80.8%	17.3%	1.9%
Ensure the nomination process is fully transparent to members.	76.5%	18.1%	5.4%

- 20% or more of survey respondents indicated that it was not fully clear to them how the draft bylaw amendments would help achieve the following three desired outcomes:
  - ensure the Nominating Committee is competent to assess nominees and identify candidates for election—29% somewhat clear or not clear
  - ensure the nomination process is fully transparent to members—24% somewhat clear or not clear

- make clear the authority of the Nominating Committee to deliver on its mandate—20% somewhat clear or not clear
- The composition of the Nominating Committee, the criteria and process for its selection, the competencies required to be a member of the committee, and who determines those competencies, are matters that require greater clarity for some members.
- Draft bylaw amendments that give future Councils the responsibility to select the committee responsible for assessing candidates for election to Council are a concern for some members. How the draft bylaw amendments will “ensure the Nominating Committee is competent to assess nominees and identify candidates for election” was the least clear to survey respondents.
- The authority of the Nominating Committee, as described in the draft bylaw amendments, is seen by some members as too broad (i.e., creating its own policies and procedures without input or approval by Council and/or members, deciding which nominees will become candidates for election, and having a perceived lack of accountability).
- There are questions by some members about what diversity means and how seeking diversity on Council will determine who is assessed to become a candidate for election to Council. The question “What does APEGA mean by diversity?” was opened 129 times on the website, and the question “How will diversity considerations impact the nomination of Council members?” was opened 110 times.
- Some members would like more detail about how the draft bylaw amendments will be finalized and voted on and what happens if they do not proceed.
- An above average number of members opened the emails pertaining to the draft bylaw amendments, with 48% of members (33,348) opening the first email and 42% (28,656) opening the second. Members also spent much longer than the average amount of time on the website, suggesting they were reviewing the information. Website and newsletter analytics can be found in Appendix IV of this report.
- All four primary communications vehicles used to inform members about the draft bylaw amendments were considered effective, receiving combined effective and somewhat effective ratings of between 94% and 99%.
- The two most effective vehicles were the virtual information sessions, which were rated by 80% of respondents as effective and by 17% as somewhat effective, and the videos, which were rated by 78% of respondents as effective and by 21% as somewhat effective.
- Numerous survey respondents indicated their satisfaction with the communications efforts.

## 6. Online Survey Results

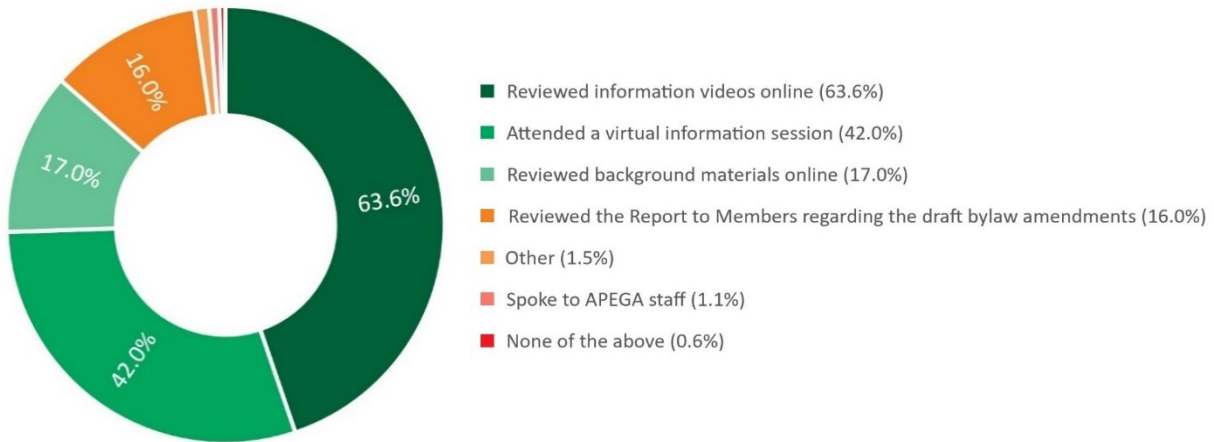
The following survey results were captured between August 30 and September 10, 2021, from 655 respondents, resulting in a confidence level of 95%, with a margin of error of plus/minus 4%. **Please note:** all percentages have been rounded and may not always add up to 100%.

Results were overall consistent between respondent groups. The few instances where there are variations in ratings between respondent groups have been noted. Full verbatim comments can be found in Appendix II of this report. To review the survey questions, see the full survey in Appendix I.

### Q1: Sources of Information on the Draft Bylaw Amendments

Survey participants were asked to indicate the ways in which they had informed themselves about the draft bylaw amendments. More than one response could be provided.





64% of survey respondents reviewed the information videos online, 42% attended a virtual information session, 17% reviewed materials online, and 16% reviewed the report to members regarding the draft bylaw amendments.

## Q2: Clarity of Draft Bylaw Amendments

Survey respondents were asked to indicate how clear it is to them that the draft bylaw amendments will achieve seven outcomes important for ensuring Council consistently has the competencies required to fulfil its mandate as a regulator and for creating a nomination process that is clear and transparent for members.

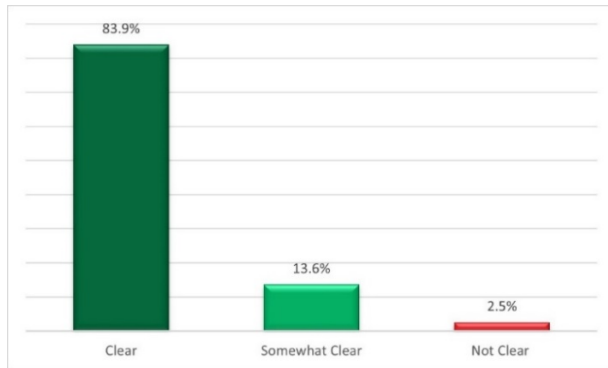
	Clear	Somewhat Clear	Not Clear
Continue to enable all licensed professionals to enter the nomination process.	83.9%	13.6%	2.5%
Ensure all nominees are assessed to determine their competency to serve on Council.	87.2%	10.7%	2.1%
Ensure candidates for election have the competencies required by Council.	81.7%	15.8%	2.5%
Ensure the Nominating Committee is competent to assess nominees and identify candidates for election.	71.2%	22.3%	6.5%
Make clear the authority of the Nominating Committee to deliver on its mandate.	80.5%	17.9%	1.6%
Clarify the nomination process for members.	80.8%	17.3%	1.9%
Ensure the nomination process is fully transparent to members.	76.5%	18.1%	5.4%

- 87% of survey respondents indicated it is clear to them that the draft bylaw amendments will “ensure all nominees are assessed to determine their competency to serve on Council.” Highest level of clarity.
- More than 80% of survey respondents indicated that it was clear to them that the draft bylaw amendments will “ensure all licensed professionals can enter the nomination process,” that “candidates for election have the competencies required by Council,” that the “authority of the Nominating Committee to deliver on its mandate” is clear, and that the nomination process is clear for members.

- 77% of survey respondents indicated that it was clear to them that the draft bylaw amendments will “ensure the nomination process is fully transparent to members.” 18% indicated it was somewhat clear and 5% indicated it was not clear. Combined, 24% of respondents felt it was less than clear to them.
- 71% of survey respondents indicated that it was clear to them that the draft bylaw amendments will “ensure the Nominating Committee is competent to assess nominees and identify candidates for election.” 22% indicated it was somewhat clear and 7% indicated it was not clear. Combined, 29% of respondents felt it was less than clear to them. Lowest level of clarity.
- While only a few APEGA volunteers responded to the survey, they were less likely to indicate that it was less clear to them that the bylaw amendments, as drafted, would achieve the outcomes listed in the survey.

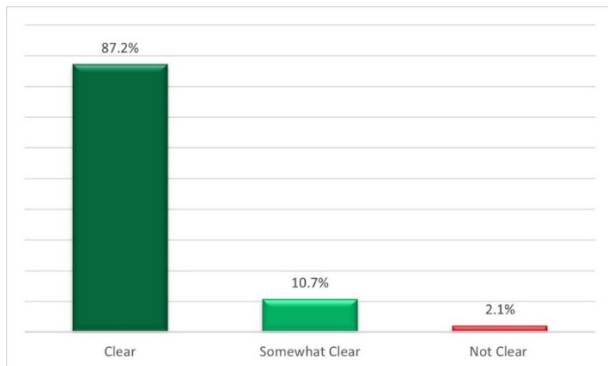
The following graphs depict survey respondents’ assessments of how clear it is to them that the draft bylaw amendments will support the achievement of the seven outcome statements listed in the survey.

**Outcome Statement:** Continue to enable all licensed professionals to enter the nomination process.



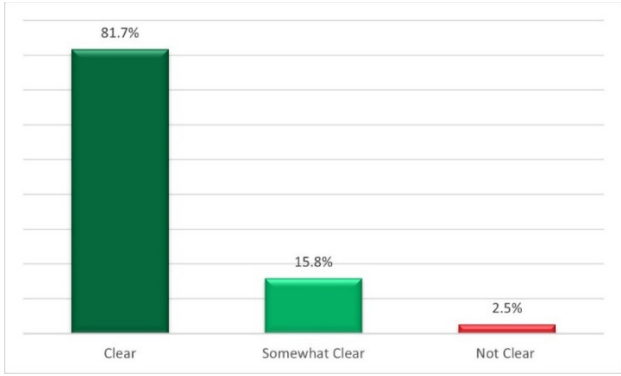
84% of survey respondents indicated that it was clear to them that the draft bylaw amendments will continue to enable all licensed professionals to enter the nomination process. 14% indicated it was somewhat clear and 3% indicated it was not clear. 85% of professional engineers indicated it was clear to them, compared to 76% or 77% for professional geoscientists, professional licensees, and members-in-training.

**Outcome Statement:** Ensure all nominees are assessed to determine their competency to serve on Council.



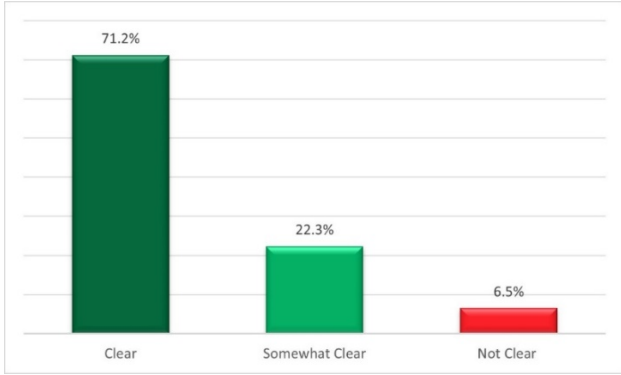
87% of survey respondents indicated that it was clear to them that the draft bylaw amendments will ensure all nominees are assessed to determine their competency to serve on Council. 11% indicated it was somewhat clear and 2% indicated it was not clear. Highest level of clarity.

**Outcome Statement:** Ensure candidates for election have the competencies required by Council.



82% of survey respondents indicated that it was clear to them that the draft bylaw amendments will ensure candidates for election have the competencies required by Council. 16% indicated it was somewhat clear and 3% indicated it was not clear.

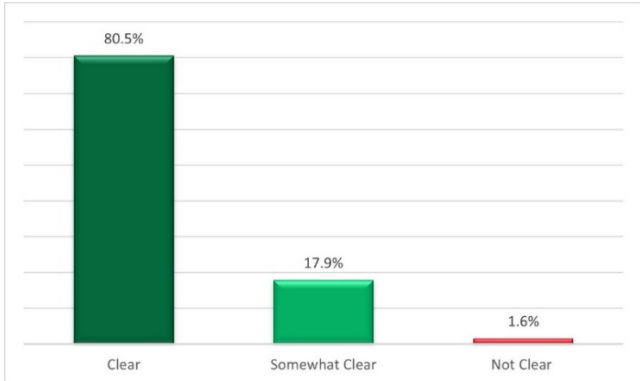
**Outcome Statement:** Ensure the Nominating Committee is competent to assess nominees and identify candidates for election.



71% of survey respondents indicated that it was clear to them that the draft bylaw amendments will ensure the Nominating Committee is competent to assess nominees and identify candidates for election. 22% indicated it was somewhat clear and 7% indicated it was not clear. Combined, 29% of respondents felt it was less than clear to them. Lowest level of clarity.

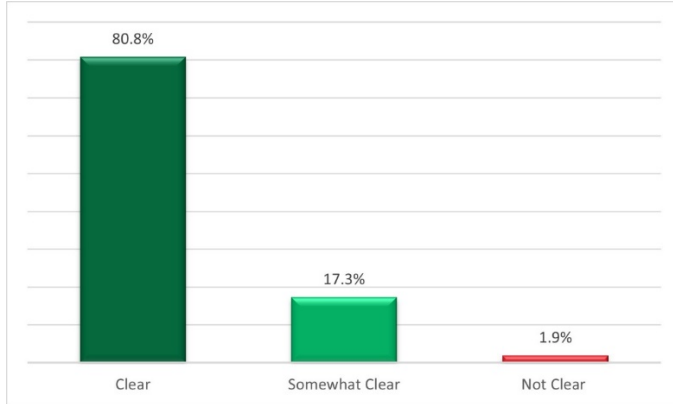
Responsible Members were less likely to indicate it was clear to them (66%) and members-in-training were more likely to indicate it was clear to them (77%).

**Outcome Statement:** Make clear the authority of the Nominating Committee to deliver on its mandate.



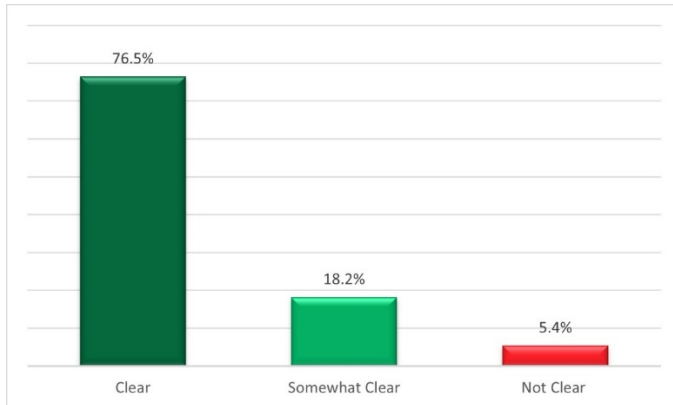
81% of survey respondents indicated that it was clear to them that the draft bylaw amendments will make clear the authority of the Nominating Committee to deliver on its mandate. 18% indicated it was somewhat clear and 2% indicated it was not clear. Combined, 20% of respondents felt it was less than clear to them.

**Outcome Statement:** Clarify the nomination process for members.



81% of survey respondents indicated that it was clear to them that the draft bylaw amendments will clarify the nomination process for members. 17% indicated it was somewhat clear and 2% indicated it was not clear. Professional geoscientists were more likely to indicate it was clear to them (88%). Members-in-training (77%) and professional licensees (76%) were less likely to indicate it was clear to them.

**Outcome Statement:** Ensure the nomination process is fully transparent to members.



77% of survey respondents indicated that it was clear to them that the draft bylaw amendments will ensure the nomination process is fully transparent to members. 18% indicated it was somewhat clear and 5% indicated it was not clear. Combined, 23% of respondents felt it was less than clear to them.

Responsible Members were less likely to indicate it was clear to them (69%) and members-in-training were more likely to indicate it was clear to them (87%).

### Q3: Member Questions and Comments Re: Draft Bylaw Amendments

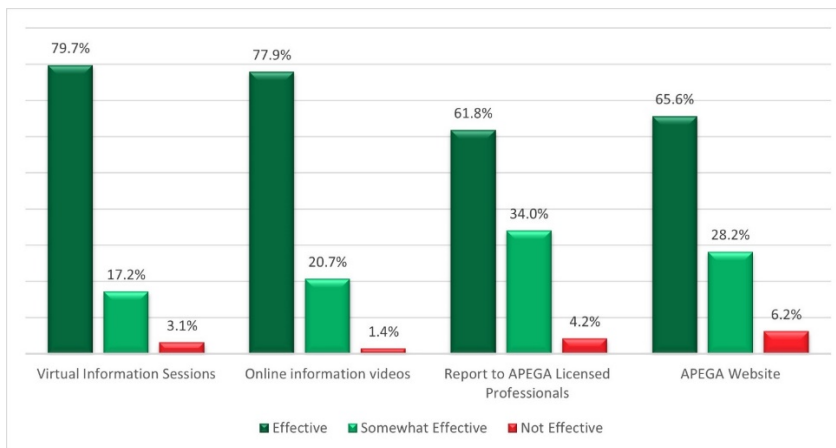
Survey respondents were asked to outline any remaining questions or comments they had about the draft bylaw amendments. Of the survey respondents, 11% (58 members) provided a comment or question, with some covering more than one topic. The most commonly mentioned comments and questions are summarized below, and a full list of comments and questions is provided in Appendix II.

- The composition of the Nominating Committee, the criteria and process for its selection, the competencies required to be a member of the committee, and who determines those competencies, are matters that require greater clarity for some members.
- Draft bylaw amendments that give future Councils the responsibility to select the committee responsible for assessing candidates for election to Council are a concern for some members. Some members believe that these amendments would create a closed loop.
- As described in the draft bylaw amendments, the authority of the Nominating Committee is seen by some members as too broad (i.e., creating its own policies and procedures without input or approval by Council and/or members, deciding which nominees will become candidates for election, and having a perceived lack of accountability).
- Members need to know the criteria and competencies against which they will be assessed to become a candidate for election, how those criteria and competencies are developed, and the details of the process for assessing nominees.

#### Q4: Effectiveness of Communications Methods

Respondents were asked to rate the effectiveness of the communications methods used to inform members about the draft bylaw amendments—virtual information sessions, online videos, a report sent to APEGA licensed professionals, and the APEGA website.

All four primary communications vehicles used were considered effective by those who used them, receiving combined effective and somewhat effective ratings of between 94% and 99%. The two most effective vehicles were the virtual information sessions, which were rated by 80% of respondents as effective and by 17% as somewhat effective, and the videos, which were rated by 78% of respondents as effective and by 21% as somewhat effective.



#### Q5: Comments on Communications Methods

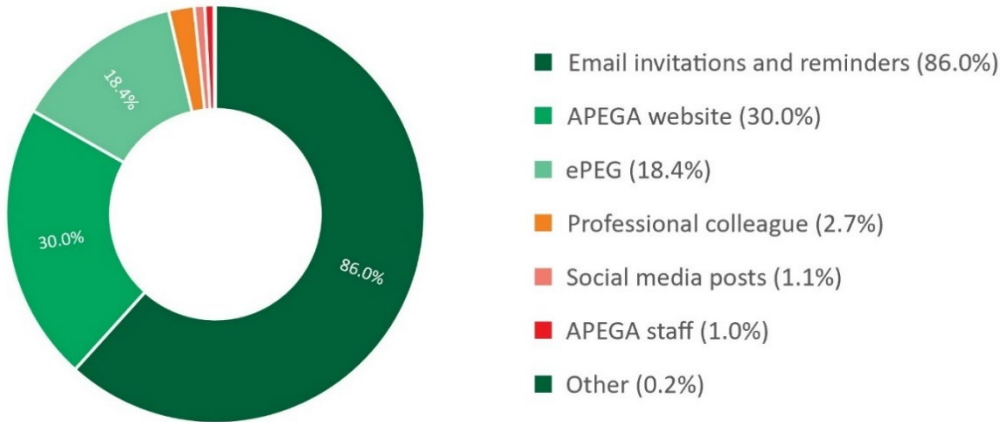
Survey respondents were asked to provide any comments they had about the communications methods used to inform members about the draft bylaw amendments. The most commonly mentioned comments are listed below, and a full list of comments is provided in Appendix II.

- Good combination of effective communications methods that provide convenient access for members—virtual information sessions, report emailed to members, and easy access to online videos and background materials.
- Videos were very well done and helpful.

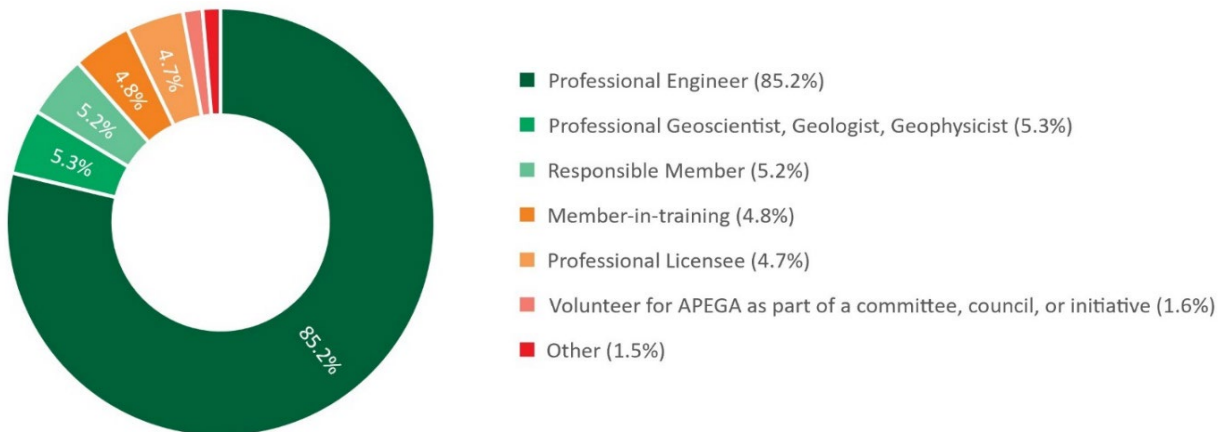
- Email is a good way to reach members.

### Q6: Learning About the Opportunity to Become Informed

Respondents were asked to indicate how they learned about the opportunities to inform themselves about the draft bylaw amendments: email invitations and reminders, APEGA website, ePEG, social media posts, APEGA staff, professional colleagues, or other. More than one answer was allowed.



### Q7: Respondents' Associations with APEGA



## 7. Next Steps

Council will review member comments, questions, and survey responses in October. If Council approves the bylaw amendments, they will be presented to licensed professionals for an electronic vote in November 2021. If approved by APEGA members, the bylaw amendments will be in effect for the 2022 nomination process to identify candidates for the 2023 Council election.

## APPENDIX I—SURVEY

### APEGA Member Survey Draft Bylaw Amendments—Council Nomination Process

In June 2021, Council accepted the four recommendations of the Special Committee of Council on Nominations. Implementation of two of the recommendations requires amendments to APEGA bylaws pertaining to the nomination process for candidates to serve on Council. At this time, APEGA is sharing the draft bylaw changes with members via virtual information sessions, the Report to Members, and detailed information and videos available on the APEGA website. Council will decide in October on the bylaw amendments, with the potential for a member vote in November. If the amendments are approved by licensed professionals, bylaw amendments will be in effect for the 2022 nomination process to identify candidates for the 2023 Council election.

APEGA would like to know whether the draft bylaw amendments are clear and understood by members, and to seek your thoughts on the effectiveness of the methods used to inform licensed professionals on the draft bylaw changes.

You are invited to share your views by completing this four-minute survey by September 10, 2021. The survey assumes you have taken the time to inform yourself about the bylaw amendments prior to completing it.

Thank you for your participation.

1. How did you inform yourself about the draft bylaw amendments? Please check all boxes that apply.

- Attended a virtual information session.
- Reviewed information videos online.
- Reviewed the Report to Members regarding the draft bylaw amendments.
- Reviewed background materials online.
- Spoke to APEGA staff.
- Other (please specify)

- None of the above

**APEGA Member Survey**  
**Draft Bylaw Amendments—Council Nomination Process**

The draft bylaw amendments are intended to enable implementation of two recommendations of the Special Committee of Council on Nominations:

Move to a simplified, transparent nomination approach using a formal structured assessment based on needed skills, knowledge, and attributes.

Update the Nominating Committee composition, authority, and process.

2. Please indicate how clear it is to you that the draft bylaw amendments pertaining to the nomination process, as drafted, will:

	Clear	Somewhat Clear	Not clear
Continue to enable all licensed professionals to enter the nomination process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensure all nominees are assessed to determine their competency to serve on Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensure candidates for election have the competencies required by Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensure the nominating committee is competent to assess nominees and identify candidates for election.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Make clear the authority of the nominating committee to deliver on its mandate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Clarify the nomination process for members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensure the nomination process is fully transparent to members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. If you have any unanswered questions or comments about the draft bylaws, please outline them here.



APEGA Member Survey  
Draft Bylaw Amendments—Council Nomination Process

**Member Communication and Informing**

Below are questions about the effectiveness of the methods used to inform licensed professionals about the draft bylaw amendments to the nomination process for candidates to serve on Council.

4. Please indicate how effective each communication method was in informing you about the draft bylaw amendments.

	Effective	Somewhat Effective	Not Effective	N/A
Virtual Information Sessions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Online information videos.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Report to APEGA Licensed Professionals re draft bylaw amendments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
APEGA Website.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. Please share any comments you might have about the communications methods used to inform members about the draft bylaw amendments.

6. How did you learn about the opportunity to inform yourself about the draft bylaw amendments? Check all that apply.

- Email invitations and reminders
- APEGA website
- ePEG
- Social media posts
- APEGA staff
- Professional colleague
- Other (please specify)

7. I am a: (select all that apply)

- Professional Engineer
- Professional Geoscientist, Geologist, Geophysicist
- Professional Licensee
- Member-in-training
- Responsible Member
- Volunteer for APEGA as part of a committee, council, or initiative
- Other (please specify)

Thanks for your participation.

## APPENDIX II—Member Comments & Questions from Online Survey

The following individual comments and questions were provided by APEGA members through an online survey regarding the draft bylaw changes. Comments and questions are listed as they were written in each of the two open-ended questions in the survey and have not been edited. The survey was open to members from August 30 to September 10, 2021. There were 655 survey responses.

### Survey Question #3

Survey respondents were asked to outline any remaining unanswered questions or comments they had about the draft bylaw amendments. Of the survey respondents, 11% (58 members) provided a comment or question, with some covering more than one topic.

- This system assumes the benevolent intent. It is circular in authority and seems primed for a takeover by a small group that cannot be removed by the membership at large.
- I see this as an attempt to exclude the general membership from the Council nominating process which will ultimately lead to the destruction of APEGA.
- Still not clear exactly the problem these changes are solving. Specifically, not clear about 1) what and how the competencies for the Nom Comm and Council candidates are determined 2) who and the process related to selecting the proposed more powerful nominating committee members.
- I support the changes to the nominating process to assess competencies in a transparent manner and even the way the nomination committee will be formed with a similar competency-based assessment. However, there should be a clear transparent process by which a person rejected by the nominating committee can appeal to some other body for a 2nd review and they are given the opportunity to provide evidence that they meet the requirements. The detailed results of the competency assessments for nominee must be made available to the membership as well so that we can ensure that the nominating committee is acting fairly and in the public and members best interests. I also think there has to be a way that a person who wants to run for council can bypass the need for approval from the nominating committee. I would like to see something in the form of an individual needing get a reasonably high threshold of other professional members of the association to endorse their candidacy. For example, if you can get 50 other professional members to endorse your candidacy for council, I don't see a reason why your name shouldn't appear on the ballot (along with some sort of designation that you were not endorsed by council). In my mind that is quite an endorsement if you can find 50 highly ethical people who believe you are qualified to run. The proposed set-up essentially creates a closed loop where council (who determines the competencies required for the nominating committee) could ensure that the nominating committee membership is such that the competencies they are looking for only closely align with the current views of council on how things should be done and essentially box out anybody with differing views. Essentially you are assuming that council always knows best what the required competencies needed are, probably true most of the time but not always. Caution must always be exercised when leaving the fox to supervise the henhouse... Can you imagine if a municipal, provincial or federal election were conducted with such a scheme where the incumbent MPs, MLAs, or city council essentially got a veto on who could appear on the ballot? There has to be a mechanism by which if a minimum threshold of the population endorses your candidacy you are put up for election just like if you are not selected as a candidate by a political party nominating committee you can still run as an independent. This is the only way to maintain faith in the system.
- The required competencies need to be detailed somewhere and there should be a process to challenge the competencies requirements.
- I am unsure if a person who is not deemed to have the required competencies by the committee can run (just with an asterisk beside their name), or are they barred from running if they don't have the required competencies.
- Glad to see these draft bylaws happening, it will improve the nominations process. In the virtual session I attended there seemed to be a couple of people upset with the idea of the nominations committee. This was surprising as it is helpful to know whether council candidates have the necessary qualifications. As the majority of membership have zero council experience why not have a specific, qualified committee figure this out and let the general

membership know. Members are free to vote for whoever they want but they should also be asking themselves why they're voting for a council candidate who doesn't have the necessary competencies.

- It appears that the Nominating Committee will have a tremendous influence on the makeup of Council, and will only report to Council, and is appointed by Council. Has the potential to be a very incestuous relationship.
- I am concerned that the Nominating Committee is being given more authority with few boundaries. I do not agree with this. As a minority member I strongly believe that there should be a focus ONLY on technical and managerial competence rather than who you are gender, race, colour, etc. There is no need for this. A minority, I have been welcomed and evenly assessed in work on the basis of my competence and experience. It is a horrifying notion that identity descriptors might be used in candidate assessment which would truly open the door to real segregation. Injecting personal descriptors or 'special groups' into the nominating criteria is a knee jerk reaction to a social/political agenda and is, in my experience, unnecessary. I believe it would actually be damaging. We should all be blind to these descriptors, true equality....and not affirm and select for them. If someone is qualified with proven competence that is the important criteria and no other. Likewise, I am in complete disagreement with the idea of numbers of candidates to reflect the 'composition' of the professional members by personal identity attributes. Again, personal gender, ethnicity, race, sexual preference or colour are not the criteria - technical competence is paramount. Representative Candidate number for membership number is simply wrongheaded. There is then a real danger of creating the very discriminatory result(s) that the changes espouse to prevent. Designating a 'seat' to specific specialty groups by number will erode a Council based on technical experience and competence. No to this idea, emphatically no!
- I agree with sentiment during the 8-Sep-2021 webinar, although the intent of required competencies under heading 3(5) is to set things more clearly, the inclusion of item 3(5)d on diversity leaves the perception that the Nominating Committee has the ability to discriminate against a 'nominee' by not selecting them as a 'candidate' under the 'diversity' factor. Further uncertainty arises around this because although the Council itself is elected, as described in the webinar, under the draft Bylaws the Nominating Committee is selected by the Council. This therefore leaves an opening for general Members to have the perception that the Council and/or the Nominating Committee, via the draft authority under heading 2(2), could manipulate to act in a discriminatory manner when selecting 'candidates' from 'nominees'
- This appears to be a massive power grab by council. Through their directly appointed nominating committee, council will now control who can run for election and re-election. At a minimum, this creates significant appearance of bias in the nomination and election process, and almost certainly creates actual bias. A nominating committee member will very likely be biased (consciously or unconsciously) in favour of current council members (who selected them to the nominating committee). This is contrary to two of the key findings of the special committee.
- The competency of the nomination committee has been left up to the council but the criteria that the council uses to create the nominating committee is not clear. This is purposefully not in the bylaws which is fine but the changes do not meet the goal of clarifying the process for members. The new nomination process has increased clarity from the current process. However full clarity will not be gained unless the nomination committee divulges the process it uses to approve candidates and shares this with all members. This is why I selected somewhat clear for this question.
- Part of the transparency of the overall process will be in the selection of the Nominating Committee members. In the webinar, it was noted that Council will tell the members what criteria it is using for selecting Nominating Committee members. Will members have input to, or vote on, those criteria?
- I think it may help to explain how the committee will be built also by competency not simple appointment by friend etc.
- Who ensures the competencies of the nominating committee and that the nominating committee doesn't go rogue and taint the process unbeknownst to council?
- It would help if there were examples of how specific criteria is selected.
- I do not understand how the council has control over itself, and whom is nominated, this sounds like too much control and inside manipulation will occur. Also, diversity and inclusion are not needed, the most qualified and competent people are needed.

- Not clear how the Council was going to select the members of this Selection Committee: a) are member of the committee to be from the council? b) are member of the committee to be volunteers? c) how these members of the committee are going to be vetted to ensure they do not have conflict of interest.
- More details about the candidates' assessment. What would be the criteria to select candidates?
- I'm still having trouble to understand how the committee select a candidate at the first place.
- I don't see an appeal process for members wishing to be candidates but subsequently not chosen by the nomination committee. Why isn't there one outlined in the bylaws?
- Has the criteria and competency for nomination changed?
- Can the nominating committee access personal member files to determine if there have been any activities pertaining to a lack of competency, and also third-party files (e.g., police or court documents) regarding illegal activities of nominees?
- Not particularly comfortable with the only way to make the final ballot being through the nominating committee. Seems like an old boy's club.
- How do you know that the Nominating Committee will not set requirements that meet their personal objectives? Who decides what competencies are required by Council? This is kind of subjective. If someone wants to serve on Council, but is deemed to not have the required competencies, whether true or not, they will not be able to run. How will personal prejudices for lack of a better term not be allowed to affect decisions?
- It appears to be a closed shop where the existing council and staff control the future make up of the council
- It is better than before, but still leave questions on some processes, i.e., the nominating committee can create policies and procedures ... should say "... related to the .... of the nominating committee".
- The screening criteria that the nominating committee uses to "ascertain the competency of nominees" is not clear. It's fine to give them the power to filter, but if we don't know what the filters are then we could be agreeing to giving the nominating committee the power to stack the deck with only nominees who meet particular traits, and that could take away from the inclusiveness and diversity that is desired. i.e., the nominating committee could "determine" that only nominees over 40 years age who do (or do not) come from a particular ethnic background and who have been practising in more than one province. So, while I agree in principle with putting the filters in place, we need to see what the filters are to ensure that they are fair and equitable.
- Can the criteria and process for the composition and selection of Nominating Committee members be approved by APEGA Members and then included in the amended Bylaws?
- What are the requirements for the competence of the of the persons assessing the candidates?
- My opinion is that the policies and procedures developed by the nominating committee should be reviewed and approved by council.
- There is no clear mention about the numbers in Nominating committee.
- The proposed draft bylaw amendments for the pre-screening candidates by the Nominating Committee appear to be clear and straight forward. However, the details on the specific mechanisms and process(es) to be applied for competencies, skills, experience etc. for candidacy selection were unclear.
- I will suggest that nomination process will completely eliminate the candidates which used drugs in the past unless it was for medical reasons.
- I didn't feel that the competencies of the nominating committee were clearly identified, just that they would be selected. Using what criteria?
- I am concerned that the nominating committee has the responsibility and authority to develop its own policies and procedures. This in turn would diminish the transparency of the nominating committee and the nomination process.
- There should be a provision for candidate nominations from the membership. The proposed bylaw changes assume the current council and nominating committee know what competencies are need better than the professional membership. This may not be correct.
- When using singular pronouns use, he, him and his, not they, them or their which are plural pronouns. He, him and his are common pronouns (either masculine or feminine) unless the context requires masculine pronouns. Then

She, her and hers are used to distinguish female from male. Of course, in English, there are also neutral pronouns, it and its, that also use they related pronouns for plural. APEGA is a professional organization and should use proper English, even if journalists have forgotten what that is.

- I disagree with a number of the key points: - Council should create and approve the policies and procedures for the Nominating Committee - The Nominating Committee should not have the ability to reject nominees as election candidates. The Nominating Committee should have a recruitment, assessment, and recommendation role not an "exclusion" role. - By transparency - the members need to understand the process and methodology for assessing candidates against specific competency benchmarks - these should be published before the beginning of the nomination process.
- What are the standards required of the nomination committee? Should these not be written and understood, or is that too rigid for the desired purpose?
- None - you did a great job presenting the proposed changes and engaging members about them!
- Council appoints the Nominating Committee and provides the Nominating Committee with the criteria by which it should assess nominees. Only those meeting Council's idea of what a Councillor should be, then, can become candidates. How is this consistent with the recommendations made regarding the process? How does this "encourage diversity" among candidates?
- Are there quotas in place to ensure P.Eng AND P.Geog are included in the process?
- All the criteria for what determine competence to serve on Council or on the nominating committee has not been made clear. Some criteria are clear, those on Council are to try and encourage more membership and fulfil self-governance. But what makes someone competent at that is not clear. Are there other competencies that would better serve APEGA?
- In the past an applicant for nomination required 25 endorsements from professional members but now only 1 is required. In the past the nominating committee was made up of professional members appointed by professional members and now no professional members are required for either.
- The Nominating Committee develops its own policies and procedures but I don't see any reference to the approval of those policies and procedures.
- Draft bylaws are clearly outlined in online videos.
- The authority of committee to disqualify a nominee due to lack of compliance with policies, procedures, processes during election is looking a little unclear from my understanding. I just wonder, how this point will be monitored for avoiding any less likely self misunderstanding of committee members in different cases?
- It is important to define specifics around the criteria and parameters to establish competency. In order to determine competency levels, a model needs to be developed, including the parameters, criteria for acceptability or rejection. It is important to avoid in this stage subjective views from the nominating Committee.
- It's unclear what competencies will be required of the individuals that will make up the nominating committee.
- I am good with the draft changes & recommendations.
- It is not clear what competencies are required - and restricting the process to only those candidates deemed worthy by the ctte makes it more insular to the current APEGA-active members - and less representative of the broader membership.
- It is always a stretch to think that the nominating committee will have the competencies themselves to be able to choose the right candidates.
- Will the membership be presented with statistics regarding how many nominations are made vs. how many candidates the Nominating Committee approves? How will the required competencies be advertised to the membership? What forum will be made available for the membership to provide feedback on the competencies required for both the Nominating Committee and Council candidates?
- The draft bylaws do not currently (as far as I can tell) speak to the criteria the nominating committee will use determine the competency of a candidate. it was mentioned in the session that it would be up to the committee to determine the criteria but this could result in criteria being set specifically to allow only certain nominees be chosen as candidates. It is stated multiple times that the nomination process would be fully transparent to

members but no explanation was given about how this would be achieved or how transparent the candidate selection process would be.

- Insufficient information provided on how to retrieve professional development credit for the session.
- 2(2) The Nominating Committee has the authority and is responsible for: a) developing its own policies and procedures; (This statement seems quite broad and somewhat undefined. Perhaps modifying slightly to read: a) developing its own policies and procedures "for the duration of their appointment;" would help.)
- It is not fully clear how the required skills will be evaluated/'measured' and which are the minimum requirements.

## Survey Question #5

Survey respondents were asked to share any comments they had about the communication methods used to inform members about the draft bylaw amendments. Of the survey respondents, 17% (114 members) provided a comment or question.

- I believe the online information videos are very effective in communicating bylaw amendments and I would recommend it to others going forward.
- good information in video format
- Include some hypothetical examples to illustrate the need for the changes.
- The reasons for eliminating general nominations of members in good standing has not been adequately explained. As a life member and active volunteer, I do not believe that recent councils have adequately represented the majority of Practising professionals
- I liked it because it was convenient to access
- The video and Q&A sessions were helpful. Perhaps providing FAQs in advance would better facilitate questions.
- Using email is a good way.
- If a member does not receive regular email updates from APEGA, or regularly check their website, they not be aware of these amendments.
- Very good informative session about the possible amendments.
- I was registered for a virtual session. But I never received the Webinar link for the session I was registered for. So, I needed to watch the videos instead.
- I've found the virtual informational sessions and online information videos being very effective.
- Virtual information sessions and videos are the very good methods to inform members about the changes.
- Extremely thorough communication for draft bylaw amendments. The virtual sessions allowed lots of time for questions. Unfortunately, although convenient to attend virtual sessions don't give the ability for conversations the way in-person sessions do.
- IT'S GOOD ENOUGH
- The videos are great, but I don't think I fully grasp the full legal meaning/implications.
- Email is very effective for me
- Thank you very much for hosting the webinar information sessions and giving members the opportunity to ask questions. The session was very helpful and informative
- I like the format used to communicate to the membership and the opportunity to ask clarifying questions.
- I do not believe the 'in text' definitions are sufficient to clearly identify the specific proposed bylaws changes and how specifically how they would be applied. I think the wording of proposed changes are word smithed and are not specific enough on Nominating Committee proposed authority.
- Despite marking my questions as anonymous, the moderator said my name multiple times, including my first and last name at least once. This is unacceptable. Do not claim that you will accept anonymous questions and then repeatedly state the questioner's name.

- The videos shown during the online training session were very professional. Parts 2 and 3 which were essentially an oral delivery of the bylaw changes were very painful to watch and so I muted them and read the proposed bylaws instead. The question and answer period during the virtual session was definitely worthwhile.
- Having APEGA staff take questions in the webinar was helpful, but without also reading the full report I don't think the webinar would have been enough.
- All good.
- Well done at explaining a complicated process in simple terms!
- Excellent communications from the APEGA
- Will be glad to move back to in-person events for these as we lose a lot of dialogue using these means.
- I think the communication regarding the recommended changes is clear and the changes themselves make the nomination process much clearer than it used to be.
- Email communication is best approach.
- videos are very helpful
- very dry...
- Good Combination Video and draft bylaw amendments.
- it would be good to have a cheat sheet at the end of videos or on the website with the key messages about this change
- Email
- I enjoyed the virtual videos
- Information is not very clear, likely as it is very legally oriented. I'd suggest a layman's version be made available
- Great comms via email and website
- Communication method is good, I am glad there are multi channels for the information to reach members.
- Very clear and easy to follow
- Multiple communication techniques were good.
- Providing some examples may help to make more clarifications.
- The videos provided a good summary. I wonder if it should have covered how the nomination committee would be selected going forward. I will review some of the other documentation to see if it is covered there.
- The communication method of the amendments is fine but too much information for me to digest. It would be better to slow down the presentation.
- The online information video worked well
- The video sessions were well done.
- I was happy to have the video option as attending the virtual sessions was problematic given other commitments.
- Appreciated the virtual info session.
- If can use the podcast to hold the certain numbers of members for video talk may be more effective.
- good
- Limited space for information sessions
- I got emails with the video showing the information about draft bylaw amendments. This is good way.
- The communications over the past several months, including this change, had been excellent!
- All the methods mentioned above are very effective.
- More information sessions times would be appreciated.



- I trust that the four different media were used to allow members to choose their favourite method, and not to deliver different messages. I did not (and will not) look at all four to hear the same message four times just to ensure that all four are delivering the same message.
- I reviewed the draft bylaw amendments by watching the 3-part online information videos and they were very effective in passing across the required information / changes.
- Online Information videos are well done and effective
- It works
- Email is still the most effective tool to inform about issues like this...I rarely visit the APEGA site.
- Thanks
- Online video is good at this time
- Through email and group chat.
- Using electronic delivery measurement is a good way.
- good
- The videos were very clear and well presented.
- I have watched only online information VDO. Other methods are also effective to inform licensed professionals.
- Virtual Information sessions can cause some scheduling conflicts depending on the day and time they are held. Online information videos are more accessible to all as it allows the information to be reviewed at any time without needing to make arrangements to attend the session
- If the information sessions filled up so fast more should have been put in place.
- recorded video is effective as it provides flexibility of timing for busy professionals.
- the avenues applied to communicate the proposed bylaw amendments and the next steps by Council are clearly explained - good and appropriate manner of communicating to members
- Videos were convenient to view on my own time and easy to find online for further reference.
- Prefer the video slide presentation
- I watched the videos to get informed about the changes
- Any significant vote, and one to change how elections are to be run can certainly be considered significant, should be open to a simultaneous debate by members. A mail or electronic vote provides no opportunity for such a debate. Communications certainly can prepare members to debate, but is no substitute for debate.
- Virtual information session
- Reminder email to encourage other members to complete survey
- There was no link in the virtual info share session. I went to the website and there was nothing there either. Very poor design and not intuitive.
- It seems that the presentations were done with a computer-generated voice. Unfortunately, this is not conducive to maintaining interest. A live person doing the recording would be much better.
- The communications methods were effective.
- Thank you for providing the virtual information sessions.
- It was great video and session
- Virtual sessions were all booked up.
- Our elected professional members and thus the membership have had no authority in the running of APEGA since ex president Dan Motyka brought in the Carver Management Method in the 1990s. These communications further confirm that the professional membership haven't had a voice since then. It's also insulting to have to keep pressing "OK" to proceed to the next question instead of "NEXT". I do not think these changes are "OK".
- The online provided sufficient information to understand why the change is necessary.

- Given that the information sessions are virtual, don't understand why access was limited. Seems counterintuitive and it should have been made very clear at the beginning of the process that space would be limited, i.e., on the August 4th email to members.
- We can read the details without going word by word through the materials. Need to specify the overarching theme and articulate the additional motivations that are suggested but not specifically articulated e.g., LGBTQ considerations.
- Allowed more flexibility for members unable to attend during the normal hours of work
- Satisfactory
- Several forms of communication are required for the diverse types of people that are members of APEGA
- Email is the best way to communicate and ensure all members are informed.
- The online information videos could inform me well about the amendments and I am pleased with this communication method.
- It looks maximum effort is made to communicate draft bylaw amendments to the members.
- Good information
- The online videos are excellent.
- Very well structured and concise
- I thought the videos were well laid out.
- Communications method works well
- Should include identification of problems that previous system generated - my experience is recommended members in the past did not have skills required for the organization/membership while members who were not recommended had more skills/competencies - not sure why they did not receive endorsement - seems highly impacted by APEGA volunteer politics
- The information videos were a great idea and the email directing us to them was effective
- Got what I needed off the videos.
- It is pleasing to note that while I missed the virtual session, I am able to watch the online information videos at my own convenience.
- The various communication methods were effectively used
- Presenters in virtual information sessions did not appear prepared to address the why's around filtering of nominees by the Nominating Committee. The justifications for this need to be better explained.
- it's all good by using any social media as communication methods
- The information method is good, and needs a more structural way to communicate the amendments as a whole.
- Videos/presentation was very poor. People can read the exact wording changes being made--don't need a video to show us what exact words are being changed. The videos should have been an "executive summary" of what was changing, and why, and HOW THESE CHANGES WILL MAKE THINGS BETTER AND WHAT CURRENT PROBLEMS ARE BEING SOLVED. We don't need 5 minutes telling us every place where "until the close of polls" is being added.
- An email to the member is also effective
- Information sessions online in this format are excellent
- Insufficient information provided on how to retrieve professional development credit for the session. APEGA is slow to update the website with new guidance documents on PPMP, Risk, etc.
- APEGA appears to be slow in providing update examples of various technical guidelines: PPMP, risk management, etc.
- I could attend the session successfully today - but if I had missed it then would APEGA (based on the fact that I registered for the session & if I missed attending due to any reason) had any plan to send the link of the virtual session's recording available to watch later?
- Great variety and method to get properly informed.

- I'm not going to lie to you, it's hard to pay attention when it doesn't affect me in any way.
- Virtual sessions are effective.
- Email is acceptable and effective.

## APPENDIX III—Member Comments & Questions

### Virtual Information Sessions and Email

The following individual comments and questions about the draft bylaw amendments pertaining to the nomination process for candidates to serve on Council were provided by APEGA members during six virtual information sessions held from August 30 to September 9, 2021, and in emails from members to APEGA.

Comments and questions are listed by engagement session and have not been edited. Comments and questions from each session have been loosely clustered under general headings for ease of access, though not all comments and questions fit under a specific heading. A total of 720 members registered for the sessions and 436 APEGA members attended a virtual information session.

The following comments and questions were provided directly to APEGA via email and are reported as provided, also without editing.

#### Information Session: August 30, 2021—65 Participants

##### **Nomination requirements.**

- Is there a residency requirement for nomination to the council, and/or to serve?

##### **Competence requirements for nominees.**

- Is there a list of required competencies that members should have in order to be able to prepare a proper nomination?

##### **Diversity.**

- What do you mean by diversity pool?
- As it relates to the "diversity", would we be able to get a direct link to the location of this definition?

##### **Appreciation for presentation and information.**

- Thanks!
- Thank you.

#### Information Session: August 31, 2021—81 Participants

##### **Nominating Committee/Nomination requirements.**

- The revision will provide the Nominating Committee with too much power with no course to appeal.
- Why is there a need to have the Nominating Committee filter candidates rather than having the voters decide whether they agree with the nominating committee's assessments?
- Why not continue to provide the opportunity for members to approve the Nominating Committee roster at the AGM?
- Why is the number of the Nominating Committee 11?
- If the Nominating Committee sets its own rules and procedures, how are they held accountable to either council or the membership?
- Council appoints Nomination committee, who, in turn, decides who can be nominated for council? How do we address biases?
- About number of the Nominating Committee, don't you think if they are less, the committee would be more effective and productive?
- Think there should be an independent person to validate the Nomination Committee.

##### **Competence requirements for nominees.**

- May competencies required for nominees or candidates, by any chance, change in each election? If yes, please elaborate. If no, why?
- Who oversees this "assessment" of competencies, to ensure it isn't biased or to create an "old boys club"? Also, lots of talk about "competencies": what are examples? How are they determined?

**Diversity and member representation.**

- Will the diversity allocation be a proportional representation based on the percentage of members in that category?

**Additional questions and comments.**

- Please clarify what 'between nomination and closing of polls' means.
- Could you please revisit the continuing education certificate information? If I don't have a link, is there another way to get a certificate?

**Other questions.**

- Good day. Looks like both attachments are the same - draft bylaws and report to
- Freeze?

**Appreciation for presentation and information.**

Thank you (five participants).

**Information Session: September 1, 2021–70 Participants****Role of Council in the nomination process.**

- As I understood from the slides the President is exempt from the nomination process; could you please explain why and provide a bit of clarification on how the President is appointed?
- A recommendation of the report was to decrease the connection between Council and the Nominating Committee, making them arm's length apart. This makes the Nomination Committee dependent on Council entirely. Why was the recommendation not followed?
- It appears there is no oversight to the development of the policies and procedures. I would expect the policies and procedures should be the responsibility of the Council or members, which the Nominating Committee should adopt.

**Nominating Committee/Nomination requirements.**

- The current bylaws do not allow the Nominating Committee to recommend nominees to the membership, only the Council. Will this be changed?
- I repeat, the current bylaws indicate that the Nominating Committee can ONLY recommend nominees to Council, not to the membership. Why is this the case?
- It is clearly steeped in the bylaws. The Nominating Committee shall submit information for a list of nominees.
- Does 3(6) mean that the Nominating Committee can now disallow any nominee simply by not including them on the ballot?
- Will there be a fixed number of candidates for the nominated pool?
- What happens in the event the President-elect is unable to continue on Council at the time of election? I.e., They no longer meet the eligibility criteria, health reasoning, etc.
- The considerations regarding criminal or professional violations, which will affect qualification of the nominees, end at the close of polls. What happens if any of those violations occur post polls closure or while in service in the role?

**Diversity and member representation.**

- With the Nominating Committee being appointed by the Council, and thus not independent from the Council, how does this ensure that the "candidates" will be "diverse" from the Council?

**Transparency and fairness.**

- Will the EGBC (Engineers and Geoscientists of British Columbia) practice of sending redacted (to hide names, ethnicity, etc.) applications for nomination be followed?
- Please explain how the creation of two categories for nominees makes the election process fair and open.

**Additional questions and comments.**

- Will there be a debate, open to members, prior to the online vote to adopt these changes?
- Will there be an open debate with respect to these and other bylaw changes?
- This does not constitute a debate.

**Other comments.**

- It is on the EGBC website. (*Reference to the first bullet under Transparency and Fairness.*)
- Mark cited EGBC in his explanation, which is why I mentioned it.

**Appreciation for presentation and information.**

- Thank you (two participants).

## Information Session: September 7, 2021–66 Participants

### Voting process.

- Is there any circumstance where an electronic vote will not be required?
- For the voting process, how much percentage of the vote before the Council decides to amend the bylaws?

### Additional questions and comments.

- I'm satisfied with the draft. No questions.
- Not sure on how to claim credits using Certification?

### Appreciation for presentation and information.

- Thanks (two participants).
- Thank you for the insightful presentation, kind regards.

## Information Session: September 8, 2021–76 Participants

### Nominating Committee/Process/Requirements.

- Are the definitions in Section 2 of the special committee of Council to review the APEGA nomination process the applicable definitions for the Bylaws?
- The video skipped the proposed changes to section 2 that give Council (rather than APEGA membership at the annual meeting) authority to appoint the Nominating Committee. Have these proposed changes been dropped?
- What are the thoughts on changing the requirements only to the end of the polls? Is it because if they become elected then there is a different set of rules that would remove them from Council?
- Is it removal of nominees who are not qualified and who do not have the competencies required?
- Does APEGA think that its members are not competent to themselves judge candidates' qualifications?
- Just a comment on the previous question regarding whether APEGA thinks that members aren't competent to figure out candidates on their own: I don't think the Nominating Committee's efforts has any reflection on an individual member's ability to determine who to vote for. Frankly, if a candidate doesn't get the approval of the Nominating Committee there is missing criteria that every member should take into consideration when casting their vote.
- Why have an election at all if the members aren't competent to judge candidates?
- So, we are removing the 25-person requirement for the nomination form? What is the rationale?
- The Nominating Committee has the authority under the EGP Act as a statutory committee to act on behalf of the members.
- So, the draft bylaw seems to be silent on the makeup of the committee in terms of being made up of Professional Members. Should also ensure that at least one P. Eng. and one P. Geo. is part of the Nominating Committee.
- What specifically does 'considering the composition of Council' mean? What criteria?

### Bias/Conflict of interest.

- The proposed bylaw changes give Council (not APEGA membership at the annual meeting) authority to appoint the Nominating Committee and give the Nominating Committee the authority to allow and disallow candidates. This essentially gives Council the ability to choose who else is allowed to join Council (through their directly appointed Nominating Committee) and to greatly improve chances of re-election for current Council members. The Nominating Committee has an unsolvable conflict of interest and bias when required to determine if a current Council member may run for re-election.
- These proposed changes will greatly increase both perceived and real bias of the Nominating Committee in favour of current Council members and others within established APEGA networks. Why is APEGA suggesting bylaw changes that increase conflicts of interest and biases in favour of current Council members?
- Any member can put their name forward, but Nominating Committee members are chosen by Council. They then evaluate if Council members can run for re-election. How is this not a conflict of interest?

### Competence requirements for nominees.

- Can you give examples of the required competencies? Or why someone wouldn't get approval?
- How will 3(5)d be applied? Will the race and/or gender and/or other immutable characteristics be a factor in their selection or rejection as candidates?
- Gender and race are not competencies. "Diversity" is not a competency. How will "the diversity that exists within the profession" be assessed as nominee competencies per 3(5)d?

- Not sure if it's fair to read this from me, but the special committee recognized that competency was within our diversity but we weren't able to connect that diverse quality candidate with the nominations process.

#### **Diversity and member representation.**

- Did I understand correctly that this proposal potentially allows the reviewing committee to remove nominees from the ballot because a diversity balance?
- It sounds like a concern (which seems reasonable to me) is that the Nominating Committee can discriminate under the "diversity" item. Perhaps it might help to give example of why a nominee of a particular 'protected status' might be excluded as a candidate for reason of that 'protected status'?

#### **Voting process.**

- If council approves the motion and the bylaw amendments are put forward for a vote in November, would APEGA members be able to vote on the four recommendations from the Special Committee separately, or would they all be combined for a single vote on the bylaw amendments as a whole?
- What is the required passing rate; 75%?
- 505 plus one or 51%?
- I assumed that a bylaw change is a special resolution, of which 75% passing vote is required of eligible members in good standing.
- What happens if this proposal is not approved?
- If that is the case then Council members should be explicitly excluded.
- Supposing that the draft bylaw amendments do not pass the member vote in November 2021, would APEGA consider putting forward a modified version of the bylaw amendments for a subsequent vote in the future? For example, suppose APEGA members were supportive of Recommendations 1, 2 and 4, but were not comfortable with the heightened authority of the Nominations Council to prevent nominees from becoming candidates for the ballot - would APEGA still consider proceeding with the remaining portions about increasing transparency and reducing barriers to entry in the nominations process?

#### **Additional questions and comments.**

- I'm excited to be joining this key piece of work as a member! You did a great job with the videos!!!
- Absolutely. This is key for APEGA to effectively govern the professions for protecting the public.
- Are these videos available for re-watching? I see the sessions are full and some people may not be able to attend.
- Could you please repeat where we can find the recorded videos of the three chapters?
- The Council election is every two years or three years?
- There is a third university – MRU – that graduates Geoscientists.

#### **Appreciation for presentation and information.**

- Thanks.
- Thanks to you all so much for this session.
- Thank you for this; very clearly presented.
- Thank you for hosting this session. This was very helpful and informative.

## **Information Session: September 9, 2021–78 Participants**

#### **Rationale for changing the nomination process.**

- What deficiencies in the current process were identified that prompted the change?

#### **Nominating Committee/Process/Requirements.**

- What is the purpose of limiting the candidates on the ballot to those endorsed by the Nominating Committee? Proposed amendment section 3(6). This feels anti-democratic in having a small select group (the Nominating Committee) limit the choices the broader membership has as to who to elect. If the candidate has enough profession members willing to support them to run to meet a nomination threshold, it seems to me, they should be allowed on the ballot.
- A response to the question about Nominating Committee recommendations on the ballot. I see it as the Nominating Committee considering the skill and experience gaps in Council when assessing nominees, and communicating that assessment through ballot recommendations. I would be putting my trust in the Nominating Committee to assess a body that I am not closely familiar with and providing recommendations to ensure that body is balanced and capable of good governance.
- How are the members of nominating committee selected?
- Who decides who is on the nominating committee?

**Bias/Conflict of interest.**

- What protection is there in the proposal for a closed group from controlling the group from which to choose the nominees? Without open nominations there is no protection.
- So, we are creating a closed circle where the Council nominees are decided by the Nominating Committee and the Council decides who is on the Nominating Committee?

**Competence requirements for nominees.**

- Are members going to be able to see the list of competencies that Council is looking for?
- Will nominees get feedback on which competencies they were missing if they weren't selected to be candidates?

**Diversity and member representation.**

- What does it mean 'the diversity that exists within the profession'?

**Voting process.**

- Did I understand correctly that this may not go forward if there is material pushback at the current stage?
- In what circumstances would this not go for a vote?
- Is there a possibility that some proposed amendments are adopted and others are not?

**Additional questions and comments.**

- I noticed that both documents attached are the same.
- I downloaded both Reference Materials and they are still the same. Is that correct?

**Appreciation for presentation and information.**

- Thank you.

**Questions and Comments Sent by Email to APEGA**

Members were invited to send emails directly to APEGA using a dedicated email address. Three comments were received.

1. I sent you an email yesterday to encourage you to remove the notion of "diverse" in the nomination process for members on APEGA's boards or volunteer positions.

Now today, the following announcement arrives to request the nomination of appropriate people and projects for a Summit Award. Your ill-conceived concept of "diverse" does not appear in the request for nominations for Summit Awards – nor should it!

Since it is obvious that "diverse" doesn't belong in the request for nominations for Summit Awards, it should also be obvious that "diverse" doesn't belong in the request for nominations for individuals to serve on APEGA boards or volunteer positions.

2. I have a question about the nominations draft bylaws. For the purpose of this document what is the difference between a "Professional Licenses" and a "professional member". Regards,
3. A comment regarding one of the questions where the participant challenged the apparent circularity of Council appointing the Nominating Committee and the latter then selecting the slate for the council. It occurred to me a portion of the answer is the check of having the independent 3<sup>rd</sup> party vet the selection of Nomination Committee appointees.



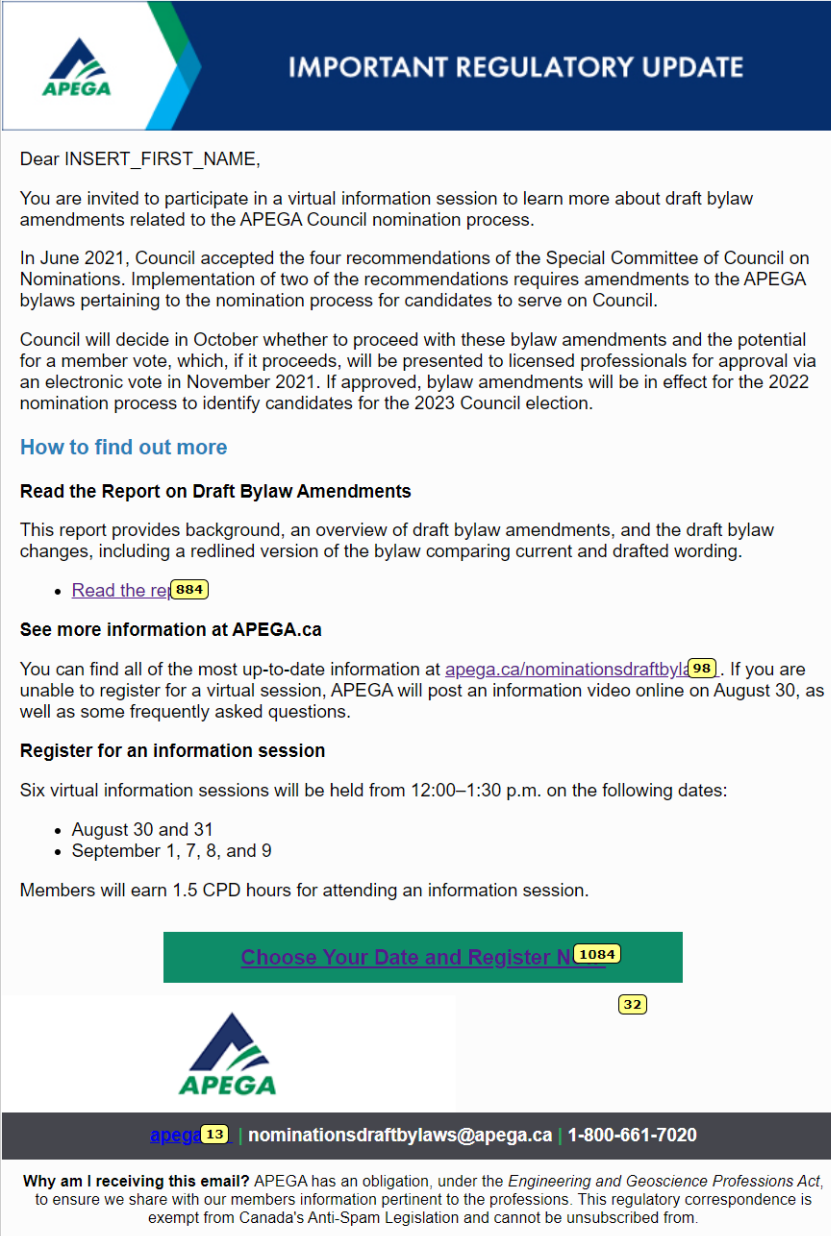
## APPENDIX IV—Website and Newsletter Analytics

### Phase 2—Draft Bylaw Amendments Campaign

#### August 4 to August 31

On August 4, we sent a launch email for Phase 2 to all APEGA members.

- Delivered to 68,395 email addresses
- Opened by 33,348 (48.8%)—above average for regulatory emails (30–40%)
- Clicked by 1948 (2.8%)—within average for regulatory emails (2–3%)



The screenshot shows an email from APEGA with the subject "IMPORTANT REGULATORY UPDATE". The email content includes a personalized greeting, an invitation to a virtual information session, background information on Council decisions from June 2021, and details about upcoming sessions in August and September. It also provides links to a report on draft bylaw amendments and a registration page. The footer contains contact information and a disclaimer about the email's purpose under the Engineering and Geoscience Professions Act.

**IMPORTANT REGULATORY UPDATE**

Dear INSERT\_FIRST\_NAME,

You are invited to participate in a virtual information session to learn more about draft bylaw amendments related to the APEGA Council nomination process.

In June 2021, Council accepted the four recommendations of the Special Committee of Council on Nominations. Implementation of two of the recommendations requires amendments to the APEGA bylaws pertaining to the nomination process for candidates to serve on Council.

Council will decide in October whether to proceed with these bylaw amendments and the potential for a member vote, which, if it proceeds, will be presented to licensed professionals for approval via an electronic vote in November 2021. If approved, bylaw amendments will be in effect for the 2022 nomination process to identify candidates for the 2023 Council election.

**How to find out more**

**Read the Report on Draft Bylaw Amendments**

This report provides background, an overview of draft bylaw amendments, and the draft bylaw changes, including a redlined version of the bylaw comparing current and drafted wording.

- [Read the report](#) 884

**See more information at APEGA.ca**

You can find all of the most up-to-date information at [apega.ca/nominationsdraftbylaws](https://apega.ca/nominationsdraftbylaws) 98. If you are unable to register for a virtual session, APEGA will post an information video online on August 30, as well as some frequently asked questions.

**Register for an information session**

Six virtual information sessions will be held from 12:00–1:30 p.m. on the following dates:

- August 30 and 31
- September 1, 7, 8, and 9

Members will earn 1.5 CPD hours for attending an information session.

**Choose Your Date and Register Now** 1084

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**APEGA**

[apega.ca](https://apega.ca) 13 | [nominationsdraftbylaws@apega.ca](mailto:nominationsdraftbylaws@apega.ca) | 1-800-661-7020

**Why am I receiving this email?** APEGA has an obligation, under the *Engineering and Geoscience Professions Act*, to ensure we share with our members information pertinent to the professions. This regulatory correspondence is exempt from Canada's Anti-Spam Legislation and cannot be unsubscribed from.

**Between August 4 and August 31** (start of the first info session), we charted the following statistics ([apega.ca/nominationsdraftbylaws](http://apega.ca/nominationsdraftbylaws)):

- Page views: 1704 (1463 unique)
- Average time on page: 4:05, which suggests the material was read and engaged with

**Between August 4 and August 31**, we saw the following traffic to register for the information sessions ([www.apega.ca/members/events?eventformats=regulatory](http://www.apega.ca/members/events?eventformats=regulatory)):

- Page views: 1349 (1035 unique)
- Most viewed: August 30 session (534 views) and August 31 session (369 views)

**On the landing page**, most visitors clicked on the following buttons or links (“events”):


- Total interactions: 1599 clicks
- Most clicked:
  - Read the Report on Draft Bylaw Amendments: 892
  - Register for a session (from landing page, not events page): 104
  - Read the Report on Special Committee of Council: 50
- In the Q&A section, 126 accordions were clicked to expand, showing the most read questions below:

<input type="checkbox"/>	Event Label <sup>?</sup>	Total Events <sup>?</sup>	Unique Events <sup>?</sup>
		126 <small>% of Total: 0.01% (1,020,013)</small>	122 <small>% of Total: 0.03% (356,887)</small>
<input type="checkbox"/>	1. Six key findings of the Special Committee	33 (26.19%)	32 (26.23%)
<input type="checkbox"/>	2. Four recommendations by the Special Committee	27 (21.43%)	26 (21.31%)
<input type="checkbox"/>	3. What is the Special Committee of Council on Nominations?	25 (19.84%)	25 (20.49%)
<input type="checkbox"/>	4. Special Committee of Council Report	18 (14.29%)	17 (13.93%)
<input type="checkbox"/>	5. What does APEGA mean by diversity?	6 (4.76%)	6 (4.92%)
<input type="checkbox"/>	6. How will the composition of the Nominating Committee be determined?	5 (3.97%)	4 (3.28%)
<input type="checkbox"/>	7. What are the bylaw changes being recommended?	5 (3.97%)	5 (4.10%)
<input type="checkbox"/>	8. Will all four recommendations of the Special Committee be implemented?	4 (3.17%)	4 (3.28%)
<input type="checkbox"/>	9. How will diversity considerations impact the nomination of Council members?	3 (2.38%)	3 (2.46%)

## September 1 to September 9

On September 1, we sent a follow-up email to announce that the information videos and survey had been added to the webpage.

- Delivered to 68,466 email addresses
- Opened by 28,656 (41.9%)—above average for regulatory emails (30–40%)
- Clicked by 1020 (1.5%)—within average for regulatory emails (2–3%)




### IMPORTANT REGULATORY UPDATE

Dear INSERT\_FIRST\_NAME,


In June 2021, Council accepted the four recommendations of the Special Committee of Council on Nominations. Implementation of two of the recommendations requires amendments to the APEGA bylaws pertaining to the nomination process for candidates to serve on Council.

On August 4, 2021, we sent an email inviting you to register for virtual information sessions regarding these draft bylaw amendments. These sessions are currently running and have all been fully booked—if you've already attended or are registered to attend an upcoming session, thank you for taking the time to get informed on this important topic.

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### Get informed on draft bylaw amendments for Council nominations.



#### Still Time to Get Informed

If you weren't able to register for an information session, we have published three information videos and a survey at [apega.ca/nominationsdraftbylaws](https://apega.ca/nominationsdraftbylaws) that are intended to provide important information and context regarding the draft bylaw amendments and how they will inform changes to the APEGA Council nomination process and the Nominating Committee.

Please watch all three videos and complete the survey—it should take you about 30 minutes. The videos will remain available for viewing, but the **survey must be submitted by September 10**.

If you have any questions or comments about the videos, we encourage you to email us at [nominationsdraftbylaws@apega.ca](mailto:nominationsdraftbylaws@apega.ca).


**Watch the Videos Now** **684**

#### Why Participate?

This is an important topic for all licensed professionals. APEGA has the authority and responsibility to regulate the engineering and geoscience professions, as delegated by the Government of Alberta. As such, Council must ensure its governance practices continue to reflect emerging expectations and best practices, and that it consistently has the competencies and diversity required to govern effectively in an ever-changing environment. A transparent and robust nomination process is fundamental to accomplishing this.

For more information on the Special Committee of Council on Nominations and the draft bylaw amendments, please visit [www.apega.ca/nominationsdraftbylaws](https://www.apega.ca/nominationsdraftbylaws).

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[apega.ca](https://apega.ca) | [nominationsdraftbylaws@apega.ca](mailto:nominationsdraftbylaws@apega.ca) | 1-800-661-7020

**Between September 1 and September 9** (while the information sessions were fully booked and running), we charted the following statistics (apega.ca/nominationsdraftbylaws):

- Page views: 1905 (1550 unique)
- Average time on page: 24:03 (this is a very high average, which suggests they're sitting and watching most of the videos after arriving)
- Events (buttons and links): 10,595 (8,653 unique)
  - Video events (not views, but engagements such as play, pause, seek, complete): 8,720
  - Survey clicks: 377
  - Read the Report on Draft Bylaw Amendments: 172

**According to YouTube analytics**, we have the following statistics on the information video views:

- **Chapter 1** (length 6:43): 606 views
  - Average view duration: 5:06
  - Average % of video completed: 75.8%
- **Chapter 2** (length 13:09): 458 views
  - Average view duration: 8:58
  - Average % of video completed: 68.2%
- **Chapter 3** (length 6:46): 351 views
  - Average view duration: 5:22
  - Average % of video completed: 78.9%

**New Q&As** were also published at the same time as the videos, and produced the following analytics: 678 accordion expands.

Event Label <span>?</span>	Total Events <span>?</span> <span>↓</span>
	<b>678</b> % of Total: 0.17% (399,651)
1. What are the bylaw changes being recommended?	<b>168</b> (24.78%)
2. What does APEGA mean by diversity?	<b>123</b> (18.14%)
3. Will all four recommendations of the Special Committee be implemented?	<b>119</b> (17.55%)
4. How will diversity considerations impact the nomination of Council members?	<b>107</b> (15.78%)
5. How will the composition of the Nominating Committee be determined?	<b>102</b> (15.04%)
6. Six key findings of the Special Committee	<b>17</b> (2.51%)
7. What is the Special Committee of Council on Nominations?	<b>15</b> (2.21%)
8. Four recommendations by the Special Committee	<b>13</b> (1.92%)
9. Special Committee of Council Report	<b>13</b> (1.92%)
10. Qu'est-ce que le Comité spécial du Conseil des nominations?	<b>1</b> (0.15%)