



APPROVED

COUNCIL MEETING
Friday, April 16, 2010
APEGGA Lindberg Conference Centre
Edmonton, Alberta

MINUTES

PRESENT

President	Jim Beckett, P.Eng.
President-Elect	Kim Farwell, P.Eng.
Vice-President	Dick Walters, P.Eng., FEC
Councillors	Mary Ann Byrd, P.Eng. Kevin Cumming, P.Eng. Jim Gilliland, P.Eng., Ph.D. Karen Henry, P.Eng. Leah Lawrence, P.Eng. Shawn Morrison, P.Eng. Ken Porteous, P.Eng., Ph.D., FEC Anne Simpson, P.Eng. John Van der Put, P.Eng. Colin Yeo, P.Geol.
Councillor & CCPG Director	John Hogg, P.Geol.
Public Members	Gary Campbell, Q.C. Arlene Strom, LLB
Incoming Council	Jim Smith, P.Eng., FEC Allin Folinsbee, P.Geoph., Ph.D., (Hon) FEC Suzanne Kresta, P.Eng., Ph.D. Craig McFarland, P.Eng. Chan Wirasinghe, P.Eng., Ph.D., FEC, FCAE
Engineers Canada President	Dan Motyka, P.Eng., FEC
Engineers Canada Director	Dave Chalcraft, P.Eng., FEC
Branch Observers	Joseph Amalraj, P.Eng., Fort McMurray Vincent Cheiw, P.Eng., Calgary

Stephen Huber, P.Eng., Central Alberta
Chris Ketchum, P.Eng., Vermilion River
Michael Lawal, P.Eng., Edmonton
Kenzie Liefso, P.Eng., Medicine Hat
Bill MacMillan, P.Eng., Lethbridge
Tanvir Sadiq, P.Eng., Peace Region

**Association
Guests**

Chantal Guay - Engineers Canada
Andrew McLeod - APEGNB
Dan MacDonald – Engineers Nova Scotia
Len White – Engineers Nova Scotia
Zaki Ghavitian – OIQ
Etienne Couture - Reseau des ingenieurs du Quebec
John Woods - APEGM
Grant Koropatnick - APEGM
Dennis Paddock – APEGS
Russ Kinghorn – APEGBC
Derek Doyle - APEGBC
David Curtis – Idaho Board of PE & PLS

Staff

Neil Windsor, P.Eng., FEC, FCAE, Executive Director & Registrar
Sharon Graham, Executive Assistant
Kate Handford, Calgary Office Supervisor
George Lee, Manager Editorial Services
Pat Lobregt, Manager Executive & External Liaison
Philip Mulder, APR, Manager Communications
Gerry O'Donnell, CGA, Director Finance & Administration
Frank Perich, P.Eng., Director Compliance
Ross Plecash, P.Eng., Director Corporate Affairs & Investigations
Al Schuld, P.Eng., FEC, Deputy Registrar
Len Shrimpton, P.Eng., FEC, Director Internal Affairs
Tom Sneddon, P.Geol., Manager Geoscience Affairs

REGRETS

Past-President Gordon Williams, P.Geol., Ph.D., (Hon) FEC
Councillor Ron Hinds, P.Geoph., Ph.D.
Public Member Al Scherbarth, C.M.A.
Branch Observers Wayne Manning, P.Eng., Lakeland

1. CALL TO ORDER AND APPROVAL OF THE MEETING AGENDA

The meeting was called to order at 8:30 a.m. The President chaired the meeting, and the Executive Assistant recorded the minutes. Special guests and new Council members were asked to introduce themselves.

MOVED BY KAREN HENRY AND SECONDED BY KEN PORTEOUS

10-20

THAT the Meeting Agenda be approved as presented.

CARRIED

2. CONSENT AGENDA

MOVED BY SHAWN MORRISON AND SECONDED BY MARY ANN BYRD

10-21

THAT the Consent Agenda be accepted as modified with item 2.1.1 lifted to item 3.1 and item 2.2.4 lifted to become item 3.2.

3. BUSINESS LIFTED FROM THE CONSENT AGENDA

A correction was noted for the Minutes of the February 25, 2010 Council Meeting. In item 5.2 of the meeting minutes it recorded that the Finance Committee presented the third quarter results, but it was actually the fourth quarter results. The recorder was asked to correct the minutes.

In discussion about Item 2.2.4, Practice Review Board Report, it was mentioned that most of the permit holders reviewed have a comment about stamping practices, and it raised the question of whether or not this is something APEGGA needed to focus on. It was suggested that it could be time to elevate this issue to more specific action, and it could be considered as an objective during the strategic planning session at the end of April. The Director, Corporate Affairs & Investigations also noted that there has been a great deal of concern about stamping requirements brought up in the Permit to Practice sessions. It was suggested that the Practice Review Board and/or Practice Standards Committee take a closer look into this, that the topic be brought into the discussion with permit holders in the coming year, and that Council give some thought as to what questions could be asked of permit holders so that progress can be made on this issue.

4. EXECUTIVE COMMITTEE REPORT

4.1 February 24, 2010 Executive Committee Meeting

The Executive Director reported that:

- The *One Act-Two Associations* model is moving forward slowly. A public member has yet to be assigned by the Government to give a full complement to the Board, and once that takes place there will be meetings with negotiating teams.
- The Executive Director recently met with the team leader from Abu Dhabi and a Memorandum of Understanding is to be drafted in order to move forward on a

- business basis. One of the rewards of the arrangement is the benefit of moving towards a more consistent model of licensure around the world.
- Dave Chalcraft will be retiring as APEGGA's Director on Engineers Canada. Past President Mike Smyth has accepted the appointment to that position beginning May 29, 2010.
 - PNWER will be hosted in Calgary July 16-20, 2010. APEGGA will sponsor a reception in conjunction with the Western Provinces. A joint Executive Committee meeting is to be held there as well.
 - A request for funding from Schulich School of Engineering - for expansion of the engineering faculty - was dealt with. The Executive Committee has approved funding of \$250k for a non-discipline specific laboratory in accordance with APEGGA's policy.
 - ASET announced in a news release that they and four other provinces have withdrawn from Canadian Council of Technicians and Technologists to form their own association.

In response to the question of what the CEO group has been doing relative to the homogenization of registration regulations across the country (in respect to recent changes), there was discussion about the standardization of national association requirements. It was also noted that an International database is being developed that will expedite foreign applications, but not necessarily bring quality of experience into question.

In response to the question of why selection and approval of Engineers Canada directors is no longer brought before Council, the Executive Director replied that a number of years ago when the Past President of the time, Linda van Gastel, did a thorough review of Council Governance policies, it was decided that all appointments - other than those to Council Committees - were to be made by the Executive Director. And while it has been the practice of the current Executive Director to consult the Executive Committee on these decisions, there has been no need to bring the matter before Council.

5. COUNCIL COMMITTEE REPORTS

5.1 Finance Committee

The Chair of the Finance Committee, Shawn Morrison, gave a summation of his report, including information on the Facilities Matrix. First quarter financial statements were not ready for the Committee to review, and will be brought to the June Council Meeting. The Finance Committee has had extensive discussions amongst themselves, and with the Pension Committee, regarding investment return and policies. The decision has been made to procure an outside consultant (API Asset Performance Inc.) to advise the Committees on how to better manage or improve returns on investments.

- Council was encouraged to review the Facilities Matrix charts in preparation for the decision regarding the location and circumstance of the Edmonton APEGGA office which will be made in the next year.
- Engineers Canada has advised the Constituent Associations that as of July 1, 2010 they will be charging a Harmonized Sales Tax on the assessment fees for

2010 and beyond. Staff members are currently looking into whether or not we would have to pay HST in Alberta or if we can avoid paying this tax.

- There is also the ongoing debate as to whether or not APEGGA should be charging GST on membership fees. The net benefit to APEGGA would be an estimated \$200,000, and the Finance Committee would like to open the door to discussion at future meetings regarding the merits of charging GST on future membership dues.

5.2 Geoscience Committee

The Chair of the Geoscience Committee, Colin Yeo, reviewed the written report.

MOVED BY COLIN YEO AND SECONDED BY KEVIN CUMMING

10-22

THAT APEGGA's representative on the Geoscientist Canada Board be empowered to propose a motion at the June 2010 Geoscientists Canada Board to strike a task force to review the mandate, governance and financial sustainability of Geoscientists Canada. The Constituent Associations must be involved in the development of the task force terms of reference.

CARRIED - WITH JOHN HOGG HAVING ABSTAINED

Essentially this would be a proposed Synergy Task Force for Geoscientists Canada. The intent of this motion is to be very positive. The important thing will be to get the motion on the table at the upcoming June meeting to open the way for discussion.

Other discussion included:

- licence jurisdiction – where a geoscientist is licenced compared with where the actual work is being done
- registration of professionals who have been practicing for thirty years or more - their perception that if they registered with APEGGA, they would be assigned exams (which may not be the case).

5.3 Governance Committee

Governance Committee member, Dr. Ken Porteous, gave an overview of this report.

5.4 Pension Committee

Pension Committee member, Kevin Cumming, gave details of this report, including a summary of the valuation done December 31, 2009, and subsequent recommendations.

MOVED BY KEVIN CUMMING AND SECONDED BY COLIN YEO

10-23

That Council approve:

- 1) increasing special contributions to the pension plan by \$102,290 to a total of \$130,754 annually***
- 2) considering a lump sum special payment later in the 2010 fiscal year of up to \$147,710***
- 3) budgeting \$250,000 annually for the next two years, until the next actuarial valuation, to enable consideration of lump sum payments in 2011 and 2012***

CARRIED

In answer to the question of whether or not APEGGA could choose to fund the corporate and the increased employee contributions to the Pension Plan, Kevin Cummings answered that there is nothing to prevent that, but the recommendation of the Pension Committee is suggesting that a prudent approach be taken until it can be determined if investments will improve. If there is no improvement then APEGGA can contribute the remainder of the funds required.

MOVED BY KEVIN CUMMING AND SECONDED BY KEN PORTEOUS

10-24

That Council approve increasing staff contributions to the pension plan from five to six percent of pay effective July 1, 2010.

CARRIED

In answer to the question of whether or not staff had been consulted on a pension contribution increase, the Chief Operating Officer replied that although there had been no dialogue, staff had been alerted through two newsletters regarding the potential possibility of an increase.

It was requested that the Pension Committee report to Council more frequently on the status of the pension funds as long as the situation with the unfunded liability continues.

6. EXECUTIVE DIRECTOR REPORTS

6.1 2009 Annual Report

Executive Director & Registrar, Neil Windsor, presented his Annual Report.

6.2 2010 Business Plan Priorities Update

Executive Director & Registrar, Neil Windsor, gave an overview of this report.

6.3 Capital Sponsorship Policy

Executive Director & Registrar, Neil Windsor, presented this report.

MOVED BY KIM FARWELL AND SECONDED BY JOHN VAN DER PUT

10-25

Council approve the Capital Sponsorships Policy as presented.

CARRIED

The wording of the policy was discussed and Council members were encouraged to contribute future suggestions for possible changes that would add clarity.

In response to a question regarding the process used to adjudicate requests, the Chair responded that the few requests we receive are evaluated by the Communications Manager who also deals with any negotiations before the request reaches Council.

6.4 U.S. State Boards Report

Executive Director & Registrar, Neil Windsor, summarized information contained in his report, including the Matrix of State Board Requirements.

In response to the suggestion that an enquiry be sent to the State Boards annually asking for updated information, the Executive Director replied that progress is slow therefore not much would probably change on an annual basis, but an enquiry could still be sent out to that effect in an attempt to keep the information up to date.

6.5 Appointments to the Nominating Committee

Executive Director & Registrar, Neil Windsor, reviewed the Nominating Committee appointments and asked Council if there were any other names to be added to the list.

MOVED BY DICK WALTERS AND SECONDED BY COLIN YEO

10-26

That the list of members to be invited to sit on the 2010-11 Nominating Committee be approved as modified consisting of all of last year's members plus the following new members: Gary Bunio, Campbell Chow, Brian Doucette, Larry Dublenko, Jonathon Greggs, Kevin Harrison, Peter Hatcher, Tanvir Sadiq, Anne Simpson, Art Washuta, Gordon Williams and Emily Zhang.

CARRIED

6.6 Transfer of APEGGA Files to Provincial Archives

Executive Director & Registrar, Neil Windsor, outlined this report.

MOVED BY GARY CAMPBELL AND SECONDED BY JOHN VAN DER PUT

10-27

That Council authorize the donation of records documenting the history and administration of The Association of Professional Engineers, Geologists and Geophysicists of Alberta to Her Majesty the Queen in the right of Alberta, said records having been transferred to the Provincial Archives of Alberta in July 2008.

CARRIED

MOVED BY KAREN HENRY AND SECONDED BY COLIN YEO

10-28

That Council delegate authority to the Executive Committee to authorize subsequent donations and transfer of APEGGA records to Her Majesty the Queen in the right of Alberta.

CARRIED

6.7 Ballot Counting Committee

Executive Director & Registrar, Neil Windsor, remarked on voter data.

7. REPORT FROM ENGINEERS CANADA

7.1 Engineers Canada President, Dan Motyka, gave a summary of his report.

Having attended an Aboriginal Business Gala in Toronto recently, Mr. Motyka suggested that we need to continue to encourage aboriginals in entering our professions. Mr. Motyka gave an explanation of Engineers Canada's Corporate Sponsorship Policy and fielded questions on its projected operation.

7.2 Letter to APEGGA re Synergy Report March 2010

Engineers Canada Director, Dave Chalcroft gave an update of this report.

Jim Beckett summarized the suggestions made in a letter that APEGGA sent to Engineers Canada in response to the Synergy Task Force Report, and the subsequent reply from Engineers Canada. There was discussion regarding various elements of the proposed changes in the report.

8. REPORT FROM GEOSCIENTISTS CANADA

Geoscientists Canada Director, John Hogg, P.Geol., summarized his report, and noted that the Canadian Council of Professional Geoscientists is now operating under the name of Geoscientists Canada.

9. BRANCH CHAIRS' REPORT

Steve Huber, Chair of the Central Alberta Branch, provided highlights of the April 15, 2010 Branch Chairs' Meeting including:

- In support of the benefits experienced this year, the branches will become more involved in facilitating the President's visits to the permit holders
- An Orientation Session for the Branch Executive members has been planned for June 11 and 12 in Edmonton
- All Branch-held Science Olympics and Science Nights are growing well with special mention of the Vermilion Branch for their success.
- Most Branches have held their AGMs – the one remaining is scheduled for June

10. COMPLETION OF SELF-ASSESSMENT FORM

Everyone was asked to fill out the Self-Assessment Form before leaving.

11. NEXT MEETING

The next meeting of Council will be Thursday, June 17, 2010 in Calgary.

12. IN CAMERA SESSION

Deputy Registrar, Al Schuld, presented the Ballot Counting Committee Report including results of the election.

13. REPORT FROM IN CAMERA SESSION

Election results will be announced at the 2010 Annual General Meeting.

14. ADJOURNMENT

Gifts were presented by the Executive Director to outgoing members of Council, the President, and Director of Engineers Canada.

AGREED BY GENERAL CONSENSUS

10-29

That the meeting be adjourned at 1:25 p.m.

Signed by President, Kim Farwell, P.Eng.



Signed by Executive Director & Registrar, H. Neil Windsor, P.Eng.

