

CPD
Participation:

2 PDH



BRANCH EXECUTIVE MEETING

October 10, 2006
FMHS Room 130
Fort McMurray, Alberta

Present: Dylan Miles, Christine Hernani, Paul Hagar, Jeya Kumar, Christian West, Mustafa Malik, Samir Rashid, Mike Sneath, Sanil Sivarajan, Jacob Oommachan, Joseph Amalraj, Jim Adam, Al Majdzadeh, Darshan Dhillon

Regrets: Joneson Chiang, Wayne Kosik, Vic Saari, Mitch Azmier, Jason Kachur, Ken Nwosu

Absent: Aldous Walters, Rattan Garcha, John Huntley

(Minutes recorded by Christine Hernani)

MINUTES

Meeting was called to order by Branch Chair, Dylan Miles at 7:35pm.

1. Introduction

2. Review agenda

Additions: Induction of new Member-at-Large, Info Night, Awards Distribution, Centennial Awards, and Trade Show.

3. Review and approve minutes of last meeting

Changes on September 2006 meeting minutes were amended. Motion to accept the amended minutes was moved by Paul and seconded by Joseph. Motion was carried.

4. Review Action Log

See attached Action Log.

5. Reports

a. Chair – In September, our most visible activity within the branch was our hosting of the APEGGA booth at the Oilsands Trade Show, held on September 12-13 at MacDonald Island. Although I wasn't able to attend the booth personally, I have heard a lot of positive feedback that it ran quite smoothly this year. I had the opportunity to attend the Branch Chairs' meeting in Edmonton on September 20, where we discussed the advertisement/promotion in the public eye of APEGGA as well as creation of a brochure that can be distributed on the branch level to encourage volunteering within the local branch. I brought copies of the draft version of the brochure which was passed around at the meeting for comments. Also, we discussed the idea of a mentorship program (possibly through outreach) to Keyano University-transfer Engineering students.

b. Treasurer – by Mustafa Malik
See attached Treasurer's Report



c. Outreach Coordinator – by Christian West

On September 12/13 volunteers from the branch worked the APEGGA booth at the Oil Sands trade show. The booth saw a number of visitors and inquiries from both members, and those with questions about registration. The door prize was won by a fellow from Albion Sands; Dylan is delivering the prize. The booth was a success.

On September 26 a planning session was held with representatives from the Oil Sands Discovery Centre. The main focus of the evening was the November 26th Lego Challenge. On Saturday, October 14, there will be a "practice" session to build the projects that the kids will attempt on the 26th of November. All are invited.

On Tuesday October 17 I will be contacting Westwood High School to arrange a dinner for the recipient of last year's Teacher's Award. I will also be contacting schools at that time to arrange school visits for the fall, and contacting the school in Fort Chipecwan to arrange a visit for late fall.

6. Review or Update on Upcoming Events

- a. **Wine and Cheese Night** – Paul, John, Rattan. Tentatively scheduled for November 3, 2006.
- b. **Info Night** – Christian, Christine, Samir, and Joseph. Scheduled for November 29, 2006.

7. New Business:

- a. **Induction to Member-At-Large**
Motion to bring Al Majdzadeh and Darshan Dhillon to be included in the Member-At-Large was moved by Dylan seconded by Mike. Motion was carried.
- b. **Info Night** – See Upcoming Events
- c. **Centennial Award**
These awards will be distributed to the following High Schools by:
 - i. Composite – Oct 19 by Mustafa
 - ii. Westwood – Nov 25 by Mike and/or Mitch
 - iii. Father Mercredi – November by Mike and/or Christine
- d. **Awards Distribution**
Jeya Kumar presented to the various Branch Exec Members who successfully completed the Parliamentary Procedure in Action Program, part of Success Communication and Success Leadership Series provided by Wood Buffalo Toastmasters Club.
- e. **Trade Show** – See Outreach Report

7. Around the Table

All organizations with APEGGA Permit to Practice stamp are required to reserve the use of "Engineer" title for registered APEGGA Professional Members only. Everyone else must use the title "Specialized".

8. Next Meeting Date

Next meeting will be held at Fr. Merc HS Room 130 on November 9, 2006 7:30pm.



9. Adjournment

Dylan adjourned the meeting at 8:30pm.



Fort McMurray Branch Action Log

October 10, 2006

NO.	DESCRIPTION	ACTION REQUIRED	ACTION BY	STATUS/COMPLETION DATE
1.	January 2007 PEGG Issue	Submit Fort McMurray Branch write-up	Dylan	November 15, 2006. Suggestions include citing the highest ratio of engineers in the province and the infrastructure challenges in Fort McMurray,
2.	Fort McMurray Infrastructure Presentation	Request a copy of the ppt slides	Dylan	November 9
3.	Teacher's Award	Arrange for dinner with Teacher, Principal, Outreach Coordinator and Chair/Vice-chair.	Christian	November 9
4.	Presenting APEGGA to High Schools	Arrange for APEGGA Rep to visit local high school to promote APEGGA	Christian	November 9
5	Fort Chipewyan	Follow-up on promoting APEGGA at Ft Chipewyan	Christian	November 9
6	APEGGA Pins	Distribute to Branch Exec Members	Mitch	November 9
7	APEGGA badges	Order badges for all Executives.	Dylan	November 9
8	Executive Orientation	Investigate the cost and feasibility of inviting an HO Rep to present APEGGA's functions, purpose, etc	Dylan	No definite date. Various options are being considered at Branch Chairs Meeting.
9	APEGGA Manual Supplementary	Modify the supplementary section as per the June minutes Item 3c.	Dylan	November 9
10	RPT Voting Rights	Investigate RPT voting rights and membership to Provincial Council	Dylan	November 9
11	Branch Business Plan	Submit plan to H.O.	Dylan	November 9