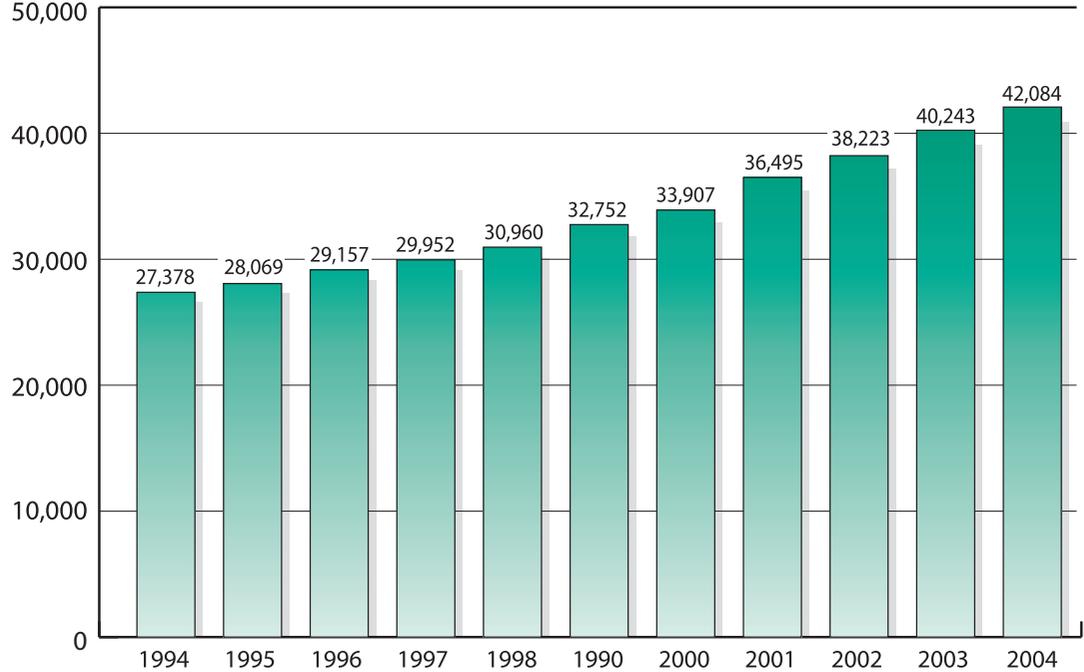




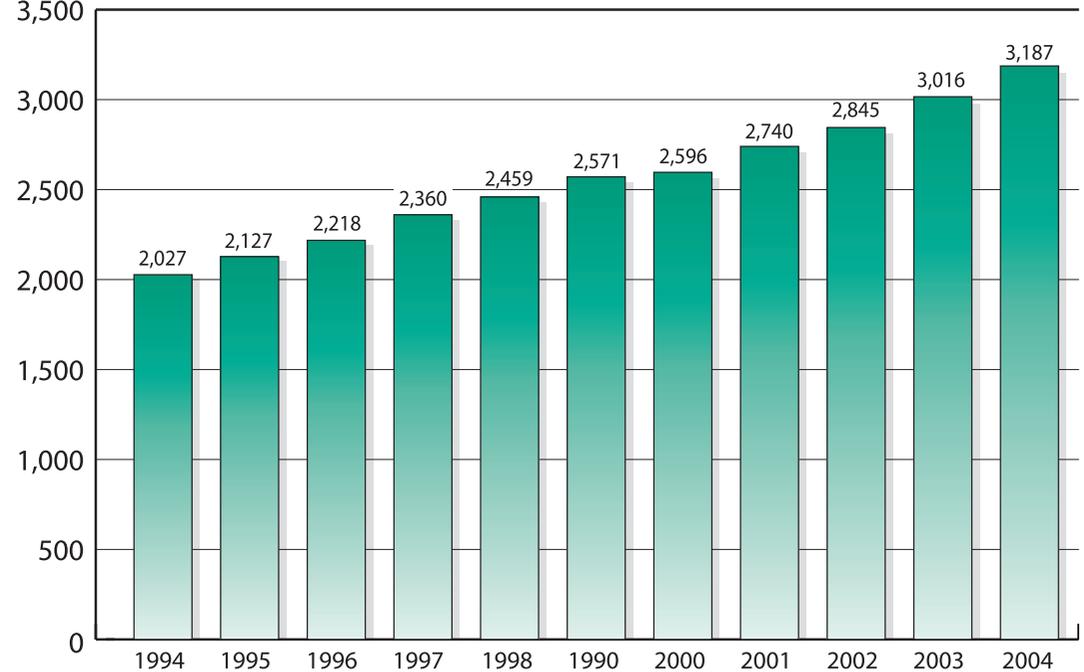
NEW FACE *NEW FOCUS*



Membership Growth



Permit Register Growth



NEW FACE, NEW FOCUS

The Alberta economy continued to perform in 2004, and APEGGA members were important players in this growth and prosperity. The Association continued to register large volumes of new members without sacrificing the high standards demanded by our self-regulating legislation, the *Engineering, Geological and Geophysical Professions Act*.

At the same time, APEGGA continued to offer and improve regulatory and non-regulatory services for the benefit of members and the public, while upholding the high professional standards that engineers, geologists and geophysicists expect and enjoy.

As important as this work is, it's really business as usual for APEGGA. It is exactly what the Association is supposed to do, year in and year out. Yet 2004 was more than a business-as-usual year.

Council decided that improved communication and consultation would be touchstones for 2004 and beyond. Members wanted to be more involved in shaping APEGGA's initiatives, they told Council. APEGGA responded with an unprecedented emphasis on member input.

This was also the year for major developments in branding APEGGA. A visual identity, one piece of the new brand, was set to emerge early in 2005, and is displayed in the new logo and colour palette of the 2004 APEGGA Annual Report.

To give the new brand value, APEGGA must accompany it with changes in the way we operate. The branding process reached the same conclusion that Council did: the Association needs to work harder at engaging members.

This combination of *New Face, New Focus* is the theme for the 2004 APEGGA Annual Report. Wherever possible, the report connects the Association's accomplishments and directions with the consultation and communication process. We think it shows how members have helped shape the Association — and will continue to shape the Association in the years to come. ◆



APEGGA's Annual Report 2004

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PRESIDENT'S REPORT

By Linda Van Gastel, P.Eng.
APEGGA President



APEGGA is changing — evolving to meet the changing needs of the public, other stakeholders and our members. The past year has been one of renewing our focus on the issues that will be key to our future success, three of which I will highlight.

Communication and Consultation

APEGGA Council and staff have focused on improving communication and consultation with members and stakeholders. We're doing this to foster better understanding of the issues facing our professions and more participation in finding the best solutions.

One important initiative is the use of consultation drafts, or white papers, which summarize the issues and possible steps to resolution. We take the consultation draft to our members and other stakeholders for comment, and the feedback is considered in preparing a revised draft for Council action.

This revised process invites engagement earlier in the process and has already proven to be a valuable addition to Council decisions.

Inclusivity

As our professions evolve, we must be proactive in ensuring that we continue to fulfill our mandate through effective regulation of our professions.

The landscape is changing. Our education systems provide a variety of routes to skill development, and we have become net importers of talented practitioners of our professions.

It is our duty to implement standards for licensure that provide assurance of the quality of full professional members, and we have done so. Our professionals are in demand worldwide.

We have a parallel duty to ensure that all who are

capable have a reasonable opportunity to become licensed to practice our professions to the limit of their skills. Alternatives are being considered, including extending the privilege of licensure within a limited scope to a broader group of competent practitioners. A task force of Council is now finalizing a consultation draft for further consideration by members and stakeholders.

Strategic Plan

Council has also been actively involved in updating our strategic plan and preparing a document intended to capture a consensus vision for the future and identify top priorities for action. Consultation with stakeholders will be complete in April 2005, and the document is expected to be finalized soon thereafter.

Thank You

I wish to thank everyone — Council, APEGGA staff and the many members and stakeholders who have taken the time to become engaged in our professions. An organization such as ours is only as strong as our supporters. You have demonstrated the commitment we need to continue to be successful.

Farewell to Three Friends

I must mention three friends and valued contributors to APEGGA governance and operations who passed away in recent months. We lost Public Council Member Norman Wagner, O.C., PhD, LL.D., Investigative Committee Public Member Phil Lulman, P.Biol., and APEGGA Director of Special Projects Stewart McIntosh, P.Eng.

APEGGA misses their professionalism and wise counsel. However, our heavy hearts aside, we will always carry with us the important lessons they taught us. Their contributions live on. ◆

EXECUTIVE DIRECTOR'S REPORT

By H. Neil Windsor, P.Eng.
Executive Director & Registrar



Another year has quickly passed us by but not without new challenges and opportunities to better serve the public and support the professional practice of our members. Restructuring within the administration of APEGGA is showing significant results in terms of effectiveness and efficiency, and has allowed staff to widen the horizons of what we are able to pursue.

National and international mobility. Workforce development. Internationally educated graduates. Involvement with economic development agencies and government on matters related to our professions. Leadership amongst our sister professions and sister associations across Canada. On these and many other fronts we've made great progress.

Efforts to raise awareness of our professions and the valuable contribution that professional members make have shown real returns. This is evidenced by the constant interaction with government and public agencies.

We were saddened by the passing of Stewart McIntosh, P.Eng., and the loss to the Association is most significant. For 18 years he served APEGGA faithfully and well in a variety of positions but, perhaps more importantly, he brought a large measure of respect and dignity to APEGGA. He will be missed by all who had the privilege of knowing and working with him.

But we must move forward, and a replacement for

Stewart has been found in the person of Rob Schappert, P.Eng., who has taken the position of Manager of Investigations.

The Registration Department, meanwhile, has been strengthened through the addition of an Assistant Director, Bill Santo, P.Eng., who will greatly assist with the processing of some 3,500 applications

that we receive each year — a number that grows steadily.

The return to my own office staff of a former APEGGA employee, Pat Lobregt, has added a new dimension. This has allowed the office to broaden our scope for external interaction and to better respond to the many demands from Council, our members and the public.

Several valued members of our staff have moved on to new challenges and highly skilled people have been recruited to fill that void, bringing new energy and enthusiasm.

The environment we live and work in is changing. Our professions are changing. New areas of practice and emerging disciplines are changing how we must respond.

So too must APEGGA change. We must recognize that change will be the rule rather than the exception, and we must be prepared to take advantage of these opportunities if we are to continue to serve the public of Alberta to the best of our ability. ◆

DEPUTY REGISTRAR'S REPORT

By A.J. Schuld, P.Eng.
Deputy Registrar



The Deputy Registrar's Office is responsible for all regulatory matters of the Association. The functions of professional practice, investigations, discipline, compliance, registration and examination are detailed in the coming pages of this Annual Report. They show the substantial efforts made to fulfill the regulatory obligations of APEGGA under the *Engineering, Geological and Geophysical Professions Act*.

Our regulatory directors and managers support the arm's-length standing committees and boards that make regulatory decisions for the Association.

The Deputy Registrar's Office provides direct staff support to:

- The Appeal Board
- The Act, Regulations and Bylaws Committee
- The Ballot Counting Committee.

The Deputy Registrar's office also provides secretariat support services to:

- The Canadian Council of Professional Geoscientists
- The Canadian Geoscience Standards Board.

The Appeal Board serves as an internal appeal body for decisions of many boards and committees within the regulatory function. In 2004, the Appeal Board heard two appeals of a decision of the Investigative Committee to dismiss a complaint about member conduct. An Appeal Board 2003 decision, this one on an appeal of a member who was sanctioned by the Discipline Committee for his conduct, was further appealed to the Alberta Court of Appeal.

The Act, Regulations and Bylaws Committee continues to be active. Currently, four issues are under active review:

- Provisional licences for internationally trained professionals – referred to government
- Granting voting rights to registered professional technologists

- Enabling electronic voting in APEGGA elections and other matters, and electronic service of notice to members
- The appropriateness of current definitions of the professions and scopes of practice.

To go before the 2005 AGM are proposed regulatory amendments for two matters: voting rights for registered professional technologists, and electronic voting.

The Ballot Counting Committee is annually constituted under election procedures bylaws. This committee functions as scrutineer for the mail ballot process used to elect new members to Council and the Executive Committee. Essentially, all of the work of the committee is done in a single day.

This committee determines which ballots are spoiled or damaged, and ensures that the optical scan/computer count of ballots is accurate and fair.

The Deputy Registrar has been named the Privacy Officer of APEGGA. Effective Jan. 1, 2004, the requirements of the federal *Personal Information Protection and Electronic Documents Act* and Alberta's *Personal Information Protection Act* apply to all of APEGGA's operations and activities. Accordingly, APEGGA developed and implemented a corporate privacy policy and a website privacy policy. Monitoring performance in 2004 has raised awareness and 2005 updates are planned.

Key Statistics

- The Appeal Board held two appeal hearings
- The Act, Regulations and Bylaws Committee considered three substantive matters referred by Council, and prepared proposed amendments for members to consider at the Annual General Meeting
- The Ballot Counting Committee supervised the counting of 4,917 ballots, consisting of 16 per cent of over 30,000 ballots issued to professional members. ◆

COMPLIANCE

Members of the public expect professional, ethical work when they read or hear the words “engineer,” “geologist” and “geophysicist.” But sometimes, by mistake or design, companies or people without the proper training, education or licensure misuse APEGGA’s titles and designations. Our governing legislation, the *Engineering, Geological and Geophysical Professions Act*, demands that we investigate and take action when this comes to our attention.

Accomplishments

Over the last 10 years Compliance efforts have been responsible for 75 per cent of net permit growth and a major contributor in achieving the record total to Dec. 31, 2004, of 3,187 permits.

In addition to resolving 49 title violations in 2004, Compliance efforts accounted for 194 new permit-to-practice applications and 74 individual registrations.

We continue to monitor and refine our software to make case follow-up more effective and enable us to produce meaningful performance indicators.

And we continue to increase our focus on, and resolution of, enforcement cases in the advanced technology industry.

Communication and Consultation

The 17 volunteer members of the Enforcement Review Committee play a critical role in supporting the Compliance Department. About 15 per cent of the 567 Compliance cases opened in 2004 would have been extremely difficult to resolve without the ERC’s assistance.

We also count on all members to be extra sets of eyes and ears, reporting suspected misuse of the APEGGA titles.

What to Watch For

With emphasis on mediation, we will keep striving for Council’s goal of 100 per cent compliance of non-registered and non-qualified individuals and corporations, with the reserved practice and reserved title provisions of the *EGGP Act*.

We’ll keep building awareness through our traditional reactive and proactive letter writing.

Compliance articles in our member newspaper, *The PEGG*, will continue explaining and recording our work for the membership.

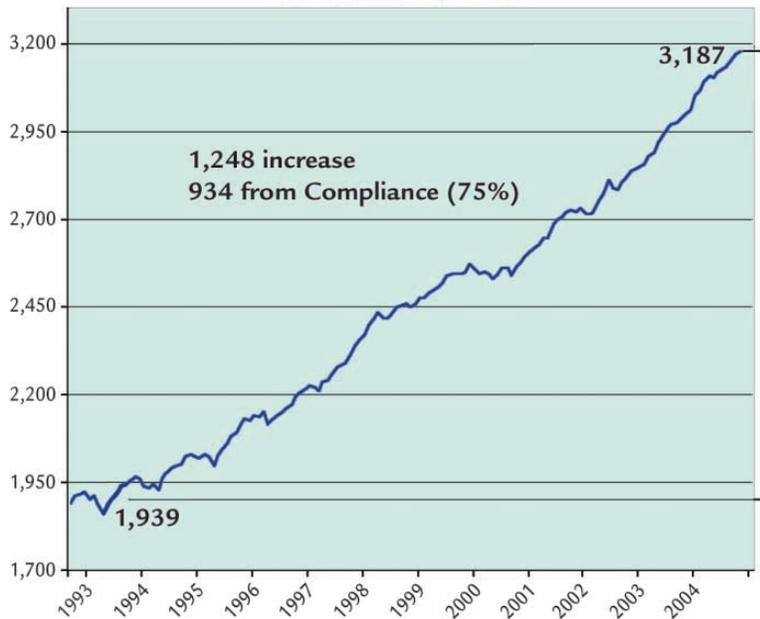
Upgrading of the Compliance area of the APEGGA website will carry on.

And we’ll add more personal contact with a focus on human resources departments of major corporations.

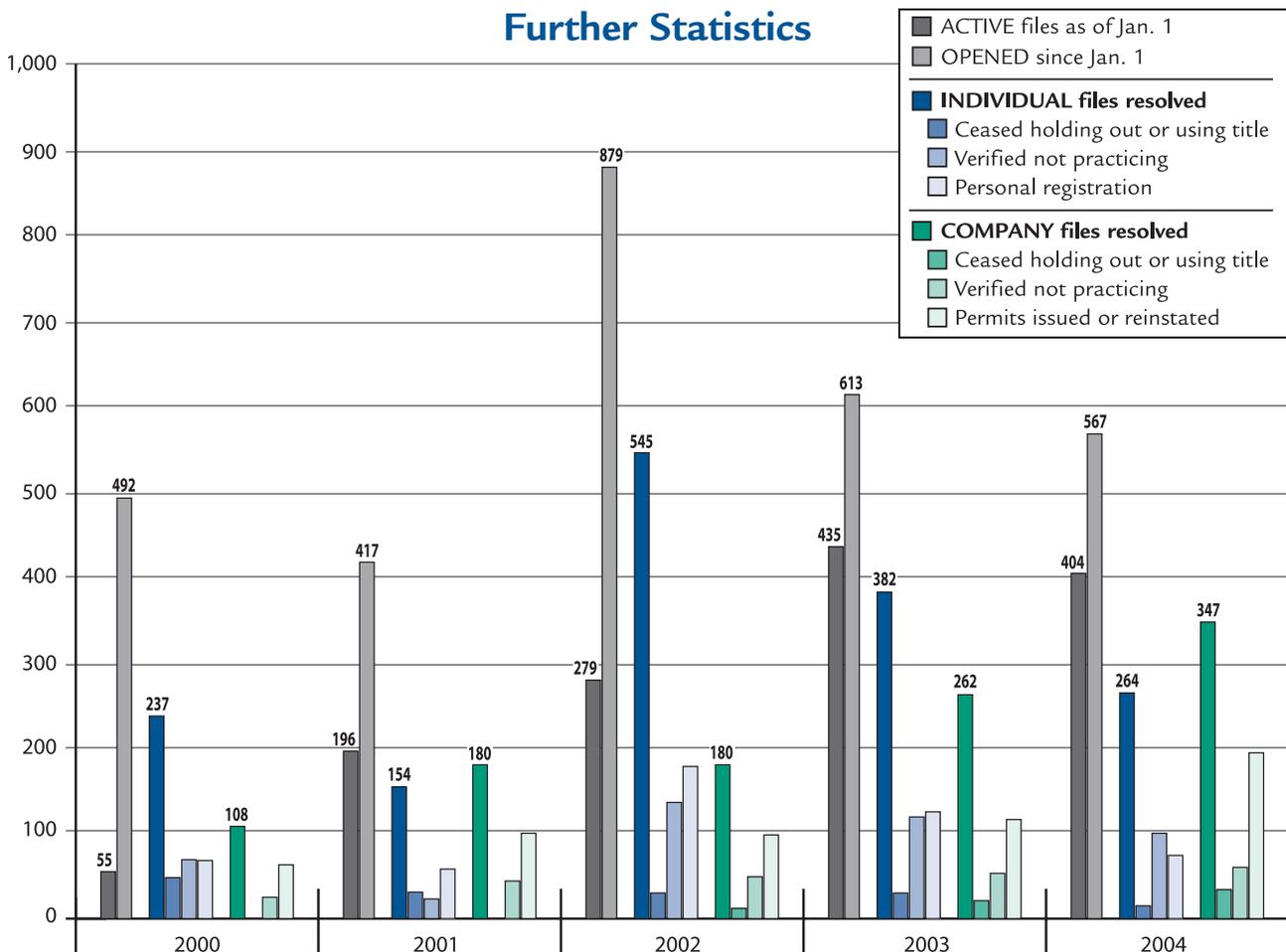
Director: Dave Todd, P.Eng. ◆

COMPLIANCE

**Total Permits
To Dec. 31, 2004**



Further Statistics



Note: Compliance files not mentioned above were resolved for various other reasons, such as confirmation that an individual or company is already registered with APEGGA, verification that an individual contacted is not living or working in Alberta, and clarification that a company is actually a member trade name.

EXAMINATIONS

Our Mission Statement calls on us to be leaders. Nowhere is this more apparent than in the Examinations Department, which plays a lead role in maintaining the standard for sister associations across the country.

Accomplishments

The National Professional Practice Examination, developed and administered by APEGGA, continues to serve as the standard for APEGGA and nine other associations in Canada.

APEGGA continues to offer the Fundamentals of Engineering Exam twice a year in both Calgary and Edmonton to those members who wish to qualify to practice engineering in the United States.

Communication and Consultation

In 2003, a National Professional Practice Examination Advisory Committee representing the participating associations was formed. This committee, which oversees the National Professional Practice Examination process and makes recommendations for improvements, met twice in 2004.

APEGGA is committed to working closely with this group to ensure that the professional practice exam continues to be of high quality, based on consistent standards, and meeting the needs of APEGGA and the other participating associations.

The APEGGA Professional Practice Examination Committee meets regularly to review quarterly examination results, review and revise examination questions, and monitor the appropriateness of examination questions to other participating associations.

Four other participating associations also have their own professional practice examination committees, which review examination questions from their perspective and help develop new examination questions for use in the national exam.

What to Watch For

Adequacy and appropriateness of study materials for the National Professional Practice Exam continue to be a significant concern to the committees.

Work on a website containing supplementary professional practice exam study materials is ongoing.

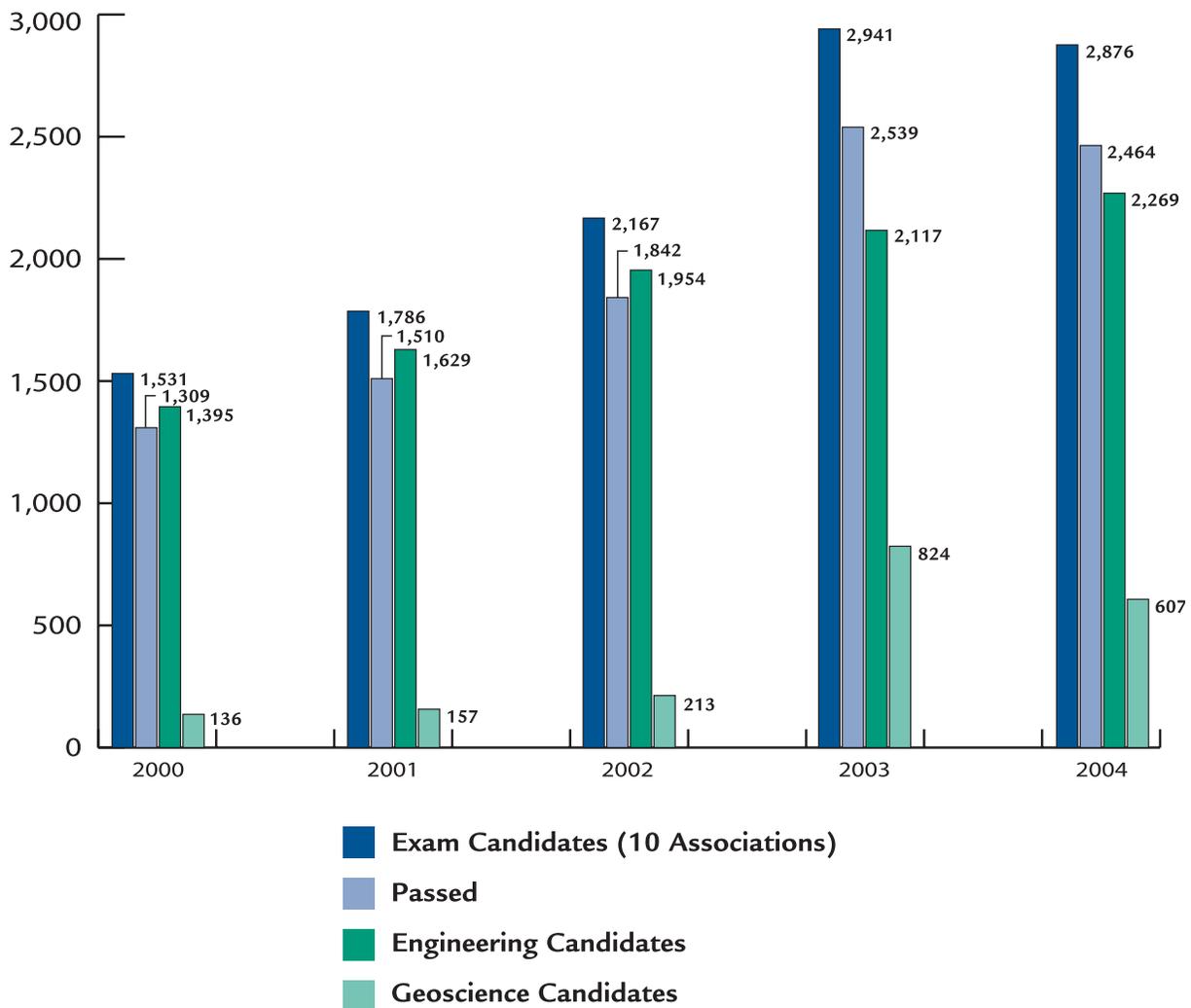
Manager: Dr. Milt Petruk, P.Eng. ◆

EXAMINATIONS

2004 Highlights and Statistics

- 2,876 candidates from 10 associations wrote the National Professional Practice Examination in 2004, a decrease of 2.2 per cent over 2003.
- 85.7 per cent of the candidates passed.
- 1,669 of the 2,876 candidates (58 per cent) were seeking registration in Alberta, an increase of 4.5 per cent over 2003.
- 1,207 or 42 per cent were seeking registration in one of nine other associations in Canada. This decrease of 10.2 per cent over 2003 is primarily due to a decrease in the number of candidates registering with the Association of Professional Geoscientists of Ontario.
- 78.9 per cent of the candidates were from engineering.
- 21.1 per cent of candidates were from the geosciences.

National Professional Practice Exam



• Pass rates have been consistent for the past five years, at between 84 and 86 per cent

I N V E S T I G A T I O N S

For self-regulation and the entire discipline process to work, we must investigate members with timely, thorough and complete responses to complaints. The Investigations Department also administers activities of the Joint Board of Practice between engineers and architects. The board addresses matters of mutual interest and liaison to ensure compliance and operation within the Alberta Building Code. As well, this board looks after assessment and approval for registration of joint firms to be licensed for the practice of both engineering and architecture.

Accomplishments

The department managed 33 new complaints, up from 18 the previous year. This increase and on-going complaint matters, combined with personnel changes in the latter half of 2004, kept staff and Investigative Committee volunteers very busy.

An initiative to minimize the complaint period from receipt to resolution continued. This process must, however, keep the full picture in mind – Investigations must continue to ensure thoroughness, the rights of complainants and members, and a complete review of the facts.

Communication and Consultation

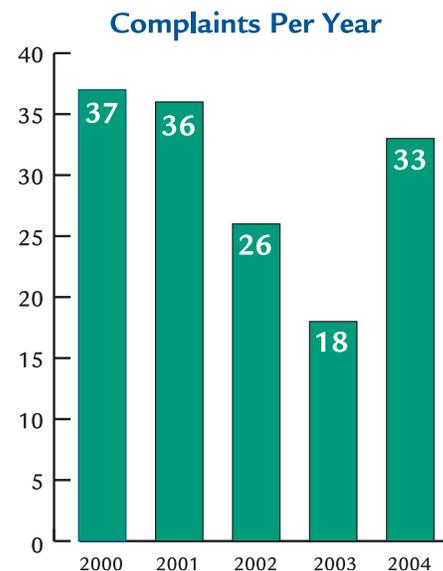
The 22 members of the Investigative Committee have had a very busy schedule and workload. Monthly meetings were held to accept and discuss cases, appoint three-member panels to new cases, and deliberate on the reports and presentations of committee panels.

What to Watch For

Challenges facing the Investigative Department will be to follow through on complaints, maintain consistency in the investigative process and implement improvements in timeliness.

We must also focus on obtaining and training new volunteer committee members, including a new public member.

Manager: Rob Schappert, P.Eng. ◆



The Professional Practice Department encourages members to practice in an ethical and professional manner. The department coordinates and administers establishing, reviewing, enforcing and advising on standards of practice for the professions.

Accomplishments

Discipline Committee

Complaints that result in charges of unskilled practice or unprofessional conduct are heard and decided by the Discipline Committee. In the past year, 12 cases were concluded as follows:

- seven through discipline hearings, one of which resulted in no findings against the member
- five by means of consent, which means members admitted to unprofessional conduct or unskilled practice.

One case resulted in suspension of a member's registration. All discipline decisions are published in *The PEGG*, in accordance with Council policy.

Practice Review Board

The Practice Review Board strives to ensure that the professions of engineering, geology and geophysics are practiced in a competent and acceptable manner.

During the past year, the board's activities included:

- 44 practice reviews of permit holders and one investigation
- 380 requests for reinstatement of professional registration and resumption of practice
- 728 cases with respect to the Continuing Professional Development program.

Also, 164 members were struck from the register for failing to submit detailed records of their Continuing Professional Development activities.

As in previous years, initial proactive practice reviews found that permit holders were generally practicing in accordance with accepted standards. Just one instance warranted further investigation.

Practice Standards Committee

Through the Practice Standards Committee, APEGGA establishes guidelines and standards of practice to enhance the quality and value of professional services. In the past year, the committee issued a revision of the publication, *Concepts of Professionalism*.

APEGGA also participates in the development and revision of numerous codes, standards and regulations that involve the practice of the professions. This process includes our representation on the Safety Codes Council's nine technical councils, as well as less formal input and feedback.

Environment Committee

The Environment Committee's role is to enhance APEGGA and member awareness of environmental issues that impact the practice of the professions and to provide input on related matters. The committee revised the *Environmental Practice Guideline* in 2003, and it's now being used nationally as a template for others' environmental guidelines.

The committee is supporting climate change and sustainability initiatives with professional development sessions at APEGGA's

PROFESSIONAL PRACTICE

Annual Conference, branch presentations, PEGG articles, and the development of an enhanced environment area of the APEGGA website. It is also furthering partnership opportunities with other professional regulatory organizations, Alberta Environment, the Canadian Council of Professional Engineers, and other agencies and government departments.

For upstream oil and gas reclamation and remediation, as well as other applications, the Environment Committee continues to discuss the concept of “specialist sign-off” with Alberta Environment, and Alberta Human Resources and Employment.

Communication and Consultation

Communication and consultation is ongoing in Professional Practice, through direct contact with members and indirectly through the department’s committees.

Revisions of *Concepts of Professionalism* involved significant consultation. In fact member comment is always part of the process when standards and guidelines are developed or revised.

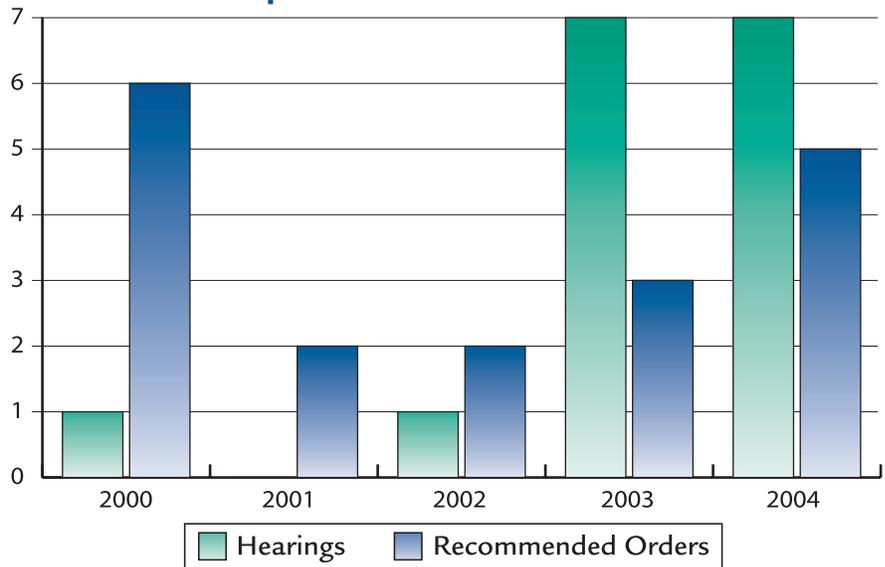
What to Watch For

We made a significant effort consulting with members in revising and consolidating several guidelines related to consulting fees and contracts. The final document will be published early in 2005.

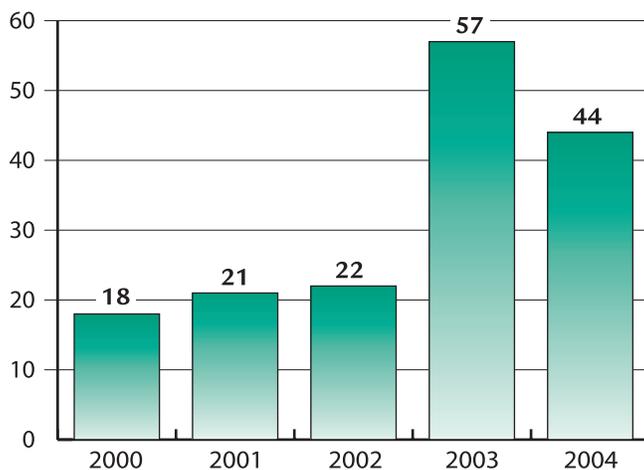
Director: Ray Chopiuk, P.Eng.

Assistant Director: Lianne Lefsrud, P.Eng. ◆

Discipline Committee Decisions



Proactive Reviews by Practice Review Board



REGISTRATION

Through the Board of Examiners, the Registration Department ensures that people approved for registration in APEGGA meet the standards for admission defined in the *EGGP Act* and its regulations. An applicant's academics and experience are the board's primary focus, but other qualifications must also be met. These are character, English language competency, and knowledge of professional practice, law and ethics.

Accomplishments

The number of overall applications for registration continued to increase. This was particularly evident in the numbers of internationally educated graduates who applied in 2004.

We enhanced our outreach efforts to the immigrant community. We did this through increased liaison with agencies serving immigrants and through an increased number of presentations to immigrant professionals. Our presentations centred on APEGGA, the Alberta engineering and geoscience licensing system, and the Alberta licensing process.

We worked on developing new Registration areas of the APEGGA website. Our work has created a more user-friendly site.

Communication and Consultation

We have been making presentations to agencies serving immigrants and to immigrant professionals for a number of years. Through our continued consultation and contact with these agencies and professionals, combined with an increase in the number of skilled immigrants entering Alberta, we determined there was a need to enhance and increase our outreach efforts to this population.

What to Watch For

The overall number of applications and the number from internationally educated graduates will likely continue to increase. We'll keep increasing our outreach efforts to the immigrant community.

APEGGA will introduce a new category, called the Provisional License, for qualified internationally educated graduates who need their one year of Canadian experience. This assumes the provincial government will enact the legislative changes.

The new APEGGA website is easier to navigate and contains a new section specifically geared to internationally educated graduates. We'll continue improving our online presence.

Director: Mark Tokarik, LL.B., P.Eng. ◆

REGISTRATION

Applications Approved By Board

	Members		MITs		Foreign Licensees		RPTs		Exam Candidates		Students		TOTAL	
	2003	2004	2003	2004	2003	2004	2003	2004	2003	2004	2003	2004	2003	2004
From MIT	568	583											568	583
From Exam/Student	111	135	45	39									156	174
New	356	332	1,448	1,435	50	36	29	29	395	422	35	38	2,313	2,292
Transfers	371	356											371	356
Dual	3	6											3	6
TOTAL	1,409	1,412	1,493	1,474	50	36	29	29	395	422	35	38	3,411	3,411
By Staff/Council														
Reinstatements	182	232	60	48	1				16	28	3	4	262	312
Resignations	410	359	116	157	16	13		1					542	530
Cancellations	25	191											25	191
Struck/Expired	248	244	300	274	4	14							552	532
Deceased	62	98	2	3									64	101
Withdrawn									138	237	19	38	157	275
From Foreign Licensee to Professional Member	7	6				6							7	12
TOTAL	934	1,130	478	482	21	33	0	1	154	265	22	42	1,609	1,953

Membership Detail

	As of Dec. 31, 2004	Net Change 2004
Life Members		
P.Eng.	2,974	119
P.Geol.	458	1
P.Geoph.	90	-3
Dual Registration	25	0
TOTAL	3,547	117
Honorary Life Members	43	0
Honorary Members	19	0
Professional Members		
P.Eng.	24,332	624
P.Geol.	2,444	35
P.Geoph.	829	-7
Dual Registration	79	2
TOTAL	27,684	654
Licensees (Foreign)		
P.Eng.	257	5
P.Geol.	9	1
P.Geoph.	5	0
Dual Registration	0	0
TOTAL	271	6
RPT(Eng.)	135	25
RPT(Geol.)	1	1
RPT(Geoph.)	0	0
TOTAL	136	26
Members-In-Training		
E.I.T.	5,262	446
Geol.I.T.	426	44
Geoph.I.T.	134	26
TOTAL	5,822	516
ASAP*	3,867	515
Exam Candidates	617	11
Students	78	-4
TOTAL MEMBERSHIP	42,084	1,841

*APEGGA Student Advantage Program

Membership Summary

	2003	2004
Life/Honorary Member	3,492	3,609
Professional Member	27,030	27,684
Licensee	265	271
Member-In-Training	5,306	5,822
ASAP*	3,352	3,867
Exam Candidate/Student	688	695
RPT	110	136
TOTAL	40,243	42,084

*APEGGA Student Advantage Program

Applications Received

For APEGGA

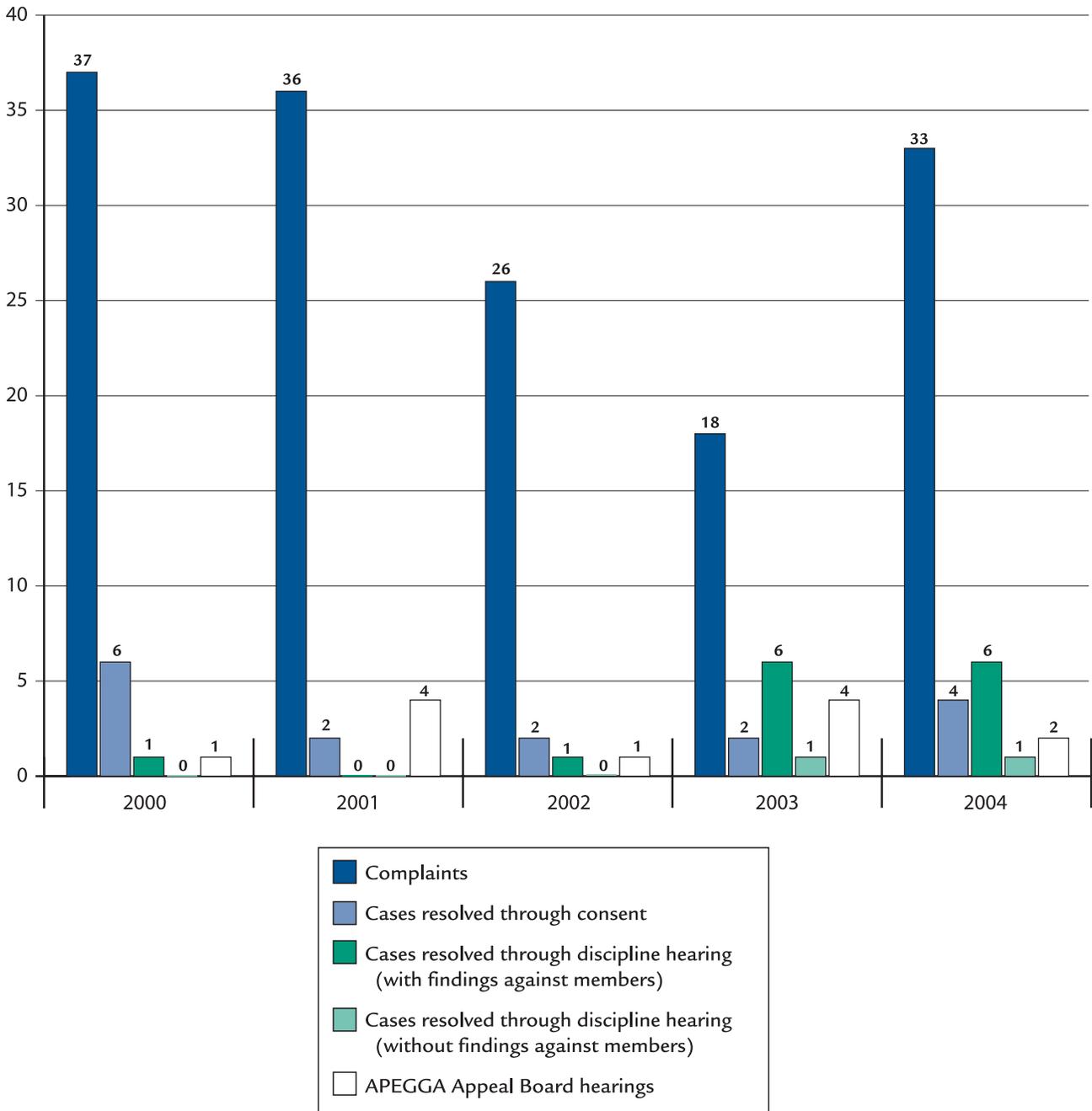
	2003	2004
Professional Member	1,636	1,868
Licensee	65	74
Member-In-Training	1,536	1,568
Student	20	22
RPT	27	16
Other	6	9
TOTAL for APEGGA	3,290	3,557
ASAP*	1178	1375
For APEYT & NAPEGG**	27	39
GRAND TOTAL	4,495	4,971

*APEGGA Student Advantage Program

**The Association of Professional Engineers of the Yukon Territory, and the Association of Professional Engineers, Geologists & Geophysicists of the N.W.T. & Nunavut

COMPLAINT AND DISCIPLINE PROCESS

APEGGA uses a thorough, fair and objective process for investigating complaints and determining when disciplinary action is necessary. This process helps earn us the privilege of self-government and the trust of the public. The following graph shows the progression of complaints to, when necessary, the APEGGA Appeal Board.



Note: Not all complaints require disciplinary action. Cases Resolved Through Consent means the members investigated agreed to facts and penalty.

COMMUNICATIONS

By Philip Mulder, APR
Manager, Communications



The Communications Department continued to provide support to Council, committees, boards and staff as we engaged members in a myriad of ongoing communication and consultation activities. Not the least of these was the continued focus on developing APEGGA's new brand strategy, an initiative begun in response to member input.

Working with Council, the Communications Planning Committee, consultant Brown Communications, staff and members, we conducted research regarding member perceptions of the proposed new visual identity program – a key element of the proposed brand strategy. Focus groups with randomly selected members were conducted in July and August, and all members were invited in December to provide feedback on the proposed new logos and tag lines, both online and through *The PEGG*.

Communications worked closely with the Internal Affairs Department and the consultant to apply the brand strategy principles to the redesigned website, launched in early 2005. The new site reflects the member-oriented approach championed in the brand strategy. Upon the approval of Council, we look forward to the opportunity to continue implementation of the brand strategy – especially the strategy's new visual identity component.

The Communications team also worked with the Strategic Planning Task Force and the Inclusivity Work Group to support their consultations and communications with members and will continue to do so in 2005.

Plans are well underway for our Centennial project, *Innovations 2005: Celebrating Albertans' Innovative Spirit*, and we continue to participate in the SciQ science information initiative. SciQ has created the *Rock 'N' Fossil Road Show*, based on APEGGA's Rock and Fossil Clinics in Edmonton and Canmore, for broadcast in early 2005.

Communications also facilitates members' sponsorship of activities that support APEGGA's goals

to raise awareness of the professions, promote engineering, geology and geophysics as challenging and rewarding careers, and promote an interest in science, math and technology. In 2004 these sponsorships included student projects at the universities of Alberta and Calgary, summer science camps, high school math

contests and various engineering and geoscience-related conferences and events.

Highlights of Outreach Activities

- Over 600 members volunteered in the Outreach Program, an increase of 100 over 2003.
- Over 500 science, math and technology events were held province-wide.
- Approximately 50,000 students, teachers and general public were involved in these events, about 10,000 more than in 2003.
- Participation in the Teacher Awards program increased from 2003 with approximately 25 per cent more students, parents and colleagues nominating almost 30 per cent more teachers for an award.
- New in 2004, five elementary-level family science nights were successfully launched in Edmonton and Calgary during National Engineering & Geoscience Week, with attendance ranging from 150 to 400 people per event.
- A proposal was submitted to the APEGGA Education Foundation to fund the expansion of APEGGA Science Olympics events into other communities throughout the province in 2005, 2006 and 2007.
- New in 2004, an APEGGA Rock and Fossil Clinic was introduced at the Canmore Museum and Geoscience Centre.
- New in 2004, APEGGA collaborated with SciQ, Calgary Science Network, the Odysseyium and the Canmore Museum and Geoscience Centre on the video production of the *Rock 'N' Fossil Road Show*, which aired on ACCESS television during National Engineering & Geoscience Week in March 2005. ◆

INTERNAL AFFAIRS

By Len Shrimpton, P.Eng.
Director, Internal Affairs



Internal Affairs' responsibilities are divided among regulating the professions in the public interest, serving members and administering the organization. The five other managers in this department – whose reports appear in the following pages – regularly seek member input to ensure that we offer the kinds of support and service our members want.

Input in early 2004 and previous years led to changes in our communications tools and the introduction of a new mentoring program. In 2004 input was also received on the Permit to Practice Seminars, and in 2005 we will conduct a professional development survey.

Regulate the Professions

Permits showed an increase of 5.7 per cent to 3,188, reflecting the buoyant Alberta economy and the work of the Compliance regulatory group. By the end of 2004, 3,143 responsible members had attended Permit to Practice Seminars, run under the Internal Affairs banner.

Although we're very pleased with the attendance and feedback to date, there remain another 2,500 individuals to attend the seminars in the first five-year cycle.

APEGGA's profile continued to grow in the geoscience community and there is some evidence that more non-licensed practitioners are now applying for registration. More attention will be paid to direct one-on-one encouragement and in-house company presentations.

Serve Members

There were improvements on several fronts in the services we provide members.

A year-long effort to redesign the website resulted in a February 2005 launch with rave reviews.

Two versions of the e-PEGG were launched in September – one that addresses all APEGGA members

and the second that is specific to each branch. Introduced to reduce the number of mass e-mails, the combination of events/volunteer opportunities into one e-mail has caused some members to file the e-mail rather than respond to it. We are evaluating how to keep the number of e-mails down while improving their

effectiveness.

The Annual Report continues to evolve into a more readable document with less text and more graphs. With members as the primary audience and with more performance indicators being gathered on key aspects of the business, we hope that it will turn into a report card members want to read and use as a resource.

Online matching software for mentoring was launched in March and expanded in September. It involves 300 members. We're building partnerships with immigrant services agencies to help add participants to one of the mentoring pools.

PEGGasus, the online learning marketplace, ran throughout the year but was shut down at year-end because it didn't look like it would ever become self-sustaining.

Participation by companies was up 50 per cent in our salary survey. This allowed us to evaluate other aspects of compensation that members had been asking for. For the first time we included total cash compensation as a separate section.

Improving the online presence of our resumé referral service has increased job postings to 1,000 and member resumé to 400. There has been some preliminary work to enhance this service to better serve new and internationally educated graduates. Firmer plans will be laid in 2005.

We added two new product discount services to our list of APEGGA-endorsed Member Services. More will be added in the coming year as the opportunities arise.

The Insurance Review Task Force made several recommendations that are now being implemented. The task force suggested not setting up a self-insurance scheme, but it did recommend that APEGGA increase training in loss and risk management, and meet with government to discuss our concerns about insurance legislation unfairly exposing our members to risk.

Considerable headway is being made on training and there is interest nationally in our development of a loss and risk management seminar. This work should be complete in 2005.

Aboriginal peoples represent an increasing percentage of the Canadian population, particularly on the Prairies. Yet they are largely absent from the professions. In 2005, APEGGA will evaluate its role in encouraging more Aboriginal Canadians into the professions.

Administer the Organization

The framework for the APEGGA Business Plan was improved and a commitment made to measure more indicators that will enable better management of the departments and the Association as a whole. Through the 2005 Strategic Planning process, a maximum of six key performance indicators will be chosen that reflect the health of the professions and performance of the Association. Council will monitor these.

The staff pension plan management firm was changed mid-year as per the recommendation of the

Staff Benefits Committee. A year-end actuarial analysis indicated that the plan has no unfunded liabilities – good news after three years of soft market performance and the Association having to increase its contribution significantly.

The pension plan will be enhanced in 2005 with optional ancillary benefits if there is sufficient interest. There is no additional cost to APEGGA.

A financial management audit resulted in 13 recommendations. Staff and Council are implementing the recommendations that were accepted. Many operational improvements were already in process before the audit.

APEGGA signed another 10-year lease in Edmonton at Scotia Place. Options to move or even buy our own facility were not as attractive as staying where we are.

The development of the specification for a new accounting software package is complete. Selection will be completed in early 2005 for implementation soon after. Spec development for the member management software continues, for implementation later in 2005. Both will significantly improve our ability to manage the organization.

Changes to our human resources policy will culminate in a new HR manual in 2005, which will enhance our ability to attract and retain staff. With about 10 per cent turnover, we believe we have created an attractive workplace, but we continue to identify soft spots and the need to articulate policy. ◆

The Administration Department provides cost-effective administrative and facility support so APEGGA departments are free to focus on their regulatory and member services goals. We're responsible for financial accounting and reporting, human resources, information technology and general services.

Accomplishments

With the APEGGA lease at Edmonton Scotia Place up for renewal in 2004, we were able to negotiate a favourable 10-year renewal with our current landlords. The lease rate is one of the more attractive among similar downtown buildings in Edmonton.

APEGGA distributed to employees results of an extensive survey of their opinions from the year before, on the performance and salary evaluation processes. Changes made to the process include the updating of job descriptions, meshing the descriptions into the goals and expectations of our performance review form, and improvements to the performance review form itself. These were refinements of major enhancements to the system made in 2001.

The Administration Department was a key player in the implementation of privacy legislation, effective Jan. 1, 2004. This job required departments from across the Association to work together. APEGGA achieved a seamless integration of the new policies.

Communication and Consultation

We consulted with management, Council and the Executive Committee during lease negotiations. A number of options – including relocation downtown or even to the suburbs – were considered. Administration received a clear signal to secure the most economical lease, and when the lease came through, Council congratulated the department.

More than 50 per cent of APEGGA's employees responded to a 2003 survey on performance and salary reviews. Administration distributed the results in 2004, consulted with the executive and management, and held a company-wide staff meeting to discuss the results and receive more feedback, before improving the system.

The survey showed wide support for 2001's major overhaul of performance and salary reviews. However, further improvements came out of the consultation process.

Our Information Technology Steering Committee on the Member and Financial Information Systems is another example of consultation. The committee met throughout 2004 to consider the high-level design specifications for these two important APEGGA systems, which haven't been keeping up with technological and business advancements. Steering committee members represent a cross-section of APEGGA management staff.

ADMINISTRATION

What to Watch For

A new Staff Human Resources Manual will be distributed in the new year – another result of consultation with staff about performance and salary reviews. Also, a team of four is reviewing best practices in employee training and career development, and will make its recommendations in 2005.

Also watch for changes to the member and financial information systems. The steering committee working on this project has made recommendations, which

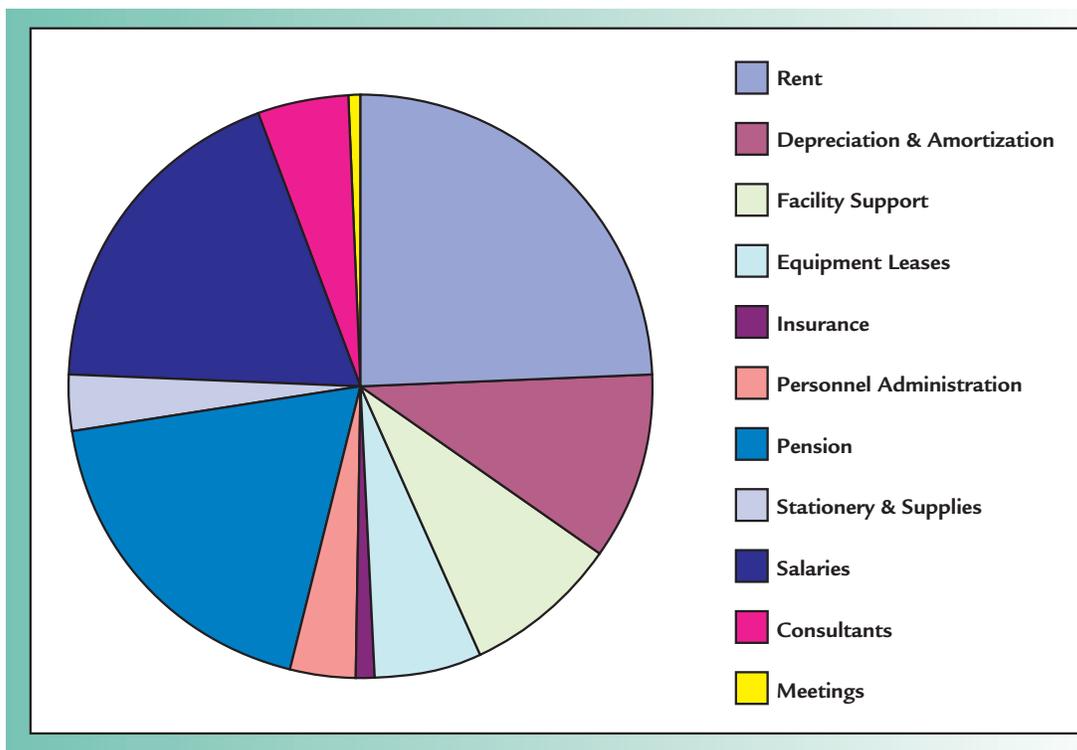
are being reviewed by APEGGA's external auditor and the Executive Committee.

We'll implement a goal review project piloted in Calgary, look for cost-sharing and synergy opportunities with sister associations, and put into play a performance reporting system for all business units, which will tie into the 2006 business plan.

Manager: Ginny Nicholson, CMA ◆

Full-Time Equivalent Staff				
2000	2001	2002	2003	2004
46.0	45.6	48.6	55.8	57.0

Administration Department Cost Breakdown



Corporate and Member Services works directly with members and companies in a number of areas. The annual Salary Survey and our Resumé Referral Service are non-regulatory, but we do regulatory work through the mandatory Permit to Practice Seminars and by issuing permits to practice.

Accomplishments

The overall number of active permits to practice increased by 171 to 3,188 in 2004. This number doesn't tell the entire story, however, because that net increase was the result of 426 new permits and reinstatements, and 255 cancellations.

Participation in the annual APEGGA Salary Survey increased by 50 per cent to 137. The number of individual member salaries reported climbing to 9,156 – better than one in four of our working members. With this increase also came an expanded analysis of the salary information provided, looking for the first time at gender, age and total cash compensation.

APEGGA Member Services expanded in 2004, adding discount programs for cellular phones and airtime packages, and an automotive fuel discount program, along with increasing the number of hotels we've identified that offer members professional discounts.

Resumé Referral had a fantastic year as well, with approximately 1,000 job openings from our permit holders and over 400 member resumé's being posted.

Communication and Consultation

APEGGA's communication and consultation with members increased significantly as a result of our Permit to Practice Seminar series. Introduced in 2003, the series shifted into high gear in 2004, delivering our message about professional responsibilities and the APEGGA permit to an additional 2,183 responsible members and chief operating officers.

What to Watch For

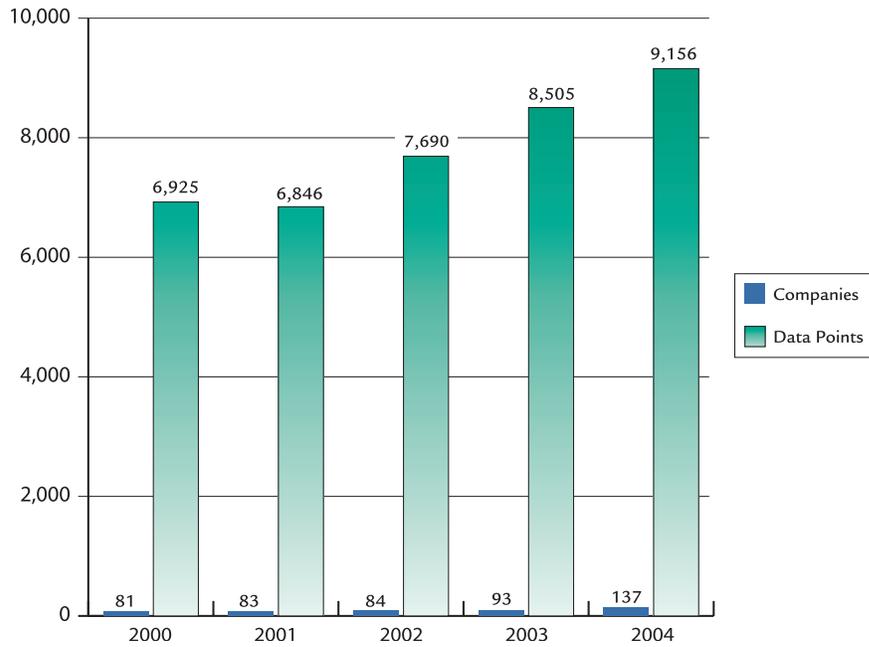
Based on feedback we've received from our Permit to Practice Seminars, we will shift our seminar focus from the preparation of the Professional Practice Management Plan to the management of risk in a professional practice.

In addition, a fully electronic version of the Permit to Practice Seminar was developed for distribution by CD-ROM for members outside of the major centres in Alberta to allow them to get credit for "attending" the seminar without travel. We distributed 34 of these CDs in 2004.

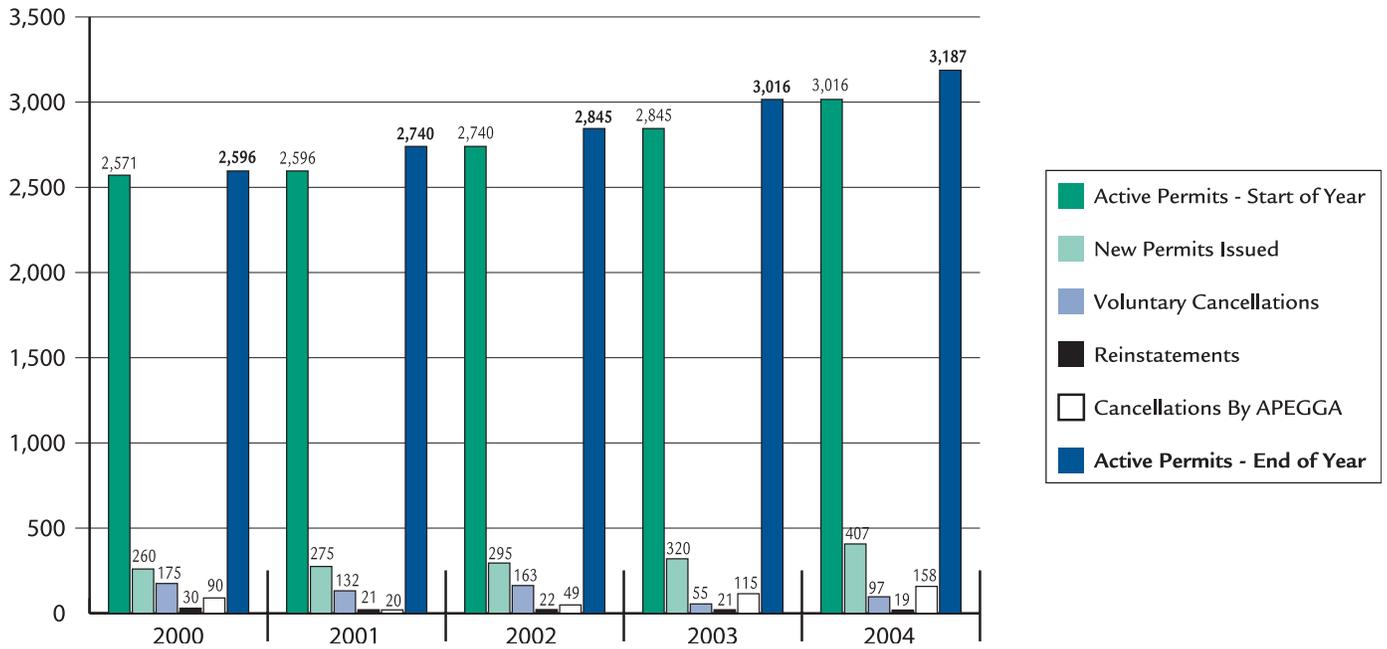
Director: Ross Plecash, P.Eng. ◆

CORPORATE AND MEMBER AFFAIRS

Salary Survey



Permit Number Growth



Permit to Practice Seminars

Year	2003	2004
Attendees	960	2,183

EDITORIAL SERVICES

Five publications — two hardcopy and three virtual — fall under the Editorial Services banner. These are *The PEGG*, the PEGG Online, the e-PEGG, the Annual Report and the website. Our primary target is members, although the website and the Annual Report are also for other audiences, including the general public and the provincial government.

Accomplishments

In September Editorial Services successfully launched the e-PEGG, APEGGA's first-ever electronic newsletter. Sent to all members who want it, the e-PEGG completes the suite of integrated member communications tools envisioned in 2003.

Staff and consultants completed the groundwork for a fully made-over, more dynamic and more user-friendly website, launched in early 2005. The new site includes an attractive and approachable design to fit a new APEGGA visual identity, and represents a rethinking of how our website material is organized.

Editorial Services played a critical role in Council's renewed emphasis on communication and consultation. When Council needed to reach members for their feedback, our publications were there. And for those members who like to debate professional and Association issues online, we created the APEGGA Forum on the website.

Communication and Consultation

The last four years have seen continual change in Editorial Services. All of it comes as a direct result of consultation within and beyond the membership.

Five consultation projects since 2002 have guided us. A 2002 opinion survey of members and other stakeholders, an independent communications audit the same year, as well as two readership and one advertiser survey in 2004 — all of these have shaped the information products our members receive. Also, the department consulted regularly with the Communications Planning Committee.

The department's most visible response to member opinion was to create the e-PEGG. Our surveys suggest nearly 80 per cent of the membership wanted an e-PEGG, so we delivered.

What to Watch For

Editorial Services continues to pore over data collected in 2004 to chart the future of our member communications tools. We'll be adjusting content, adding features that members want to see, and eliminating features that have run their course.

We will also look closely at the implications of switching to a magazine format for *The PEGG* from the current, 10-times-a-year, tabloid newspaper. Almost 40 per cent of members favour a switch if the costs are comparable, our surveys indicate.

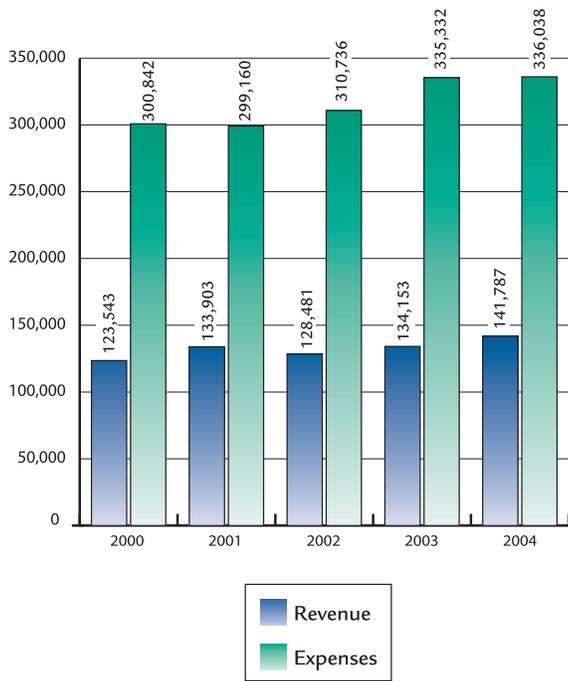
We'll be looking at the possibility of adding other, advertising-supported special publications to recognize member achievements.

Manager: George Lee ◆

EDITORIAL SERVICES

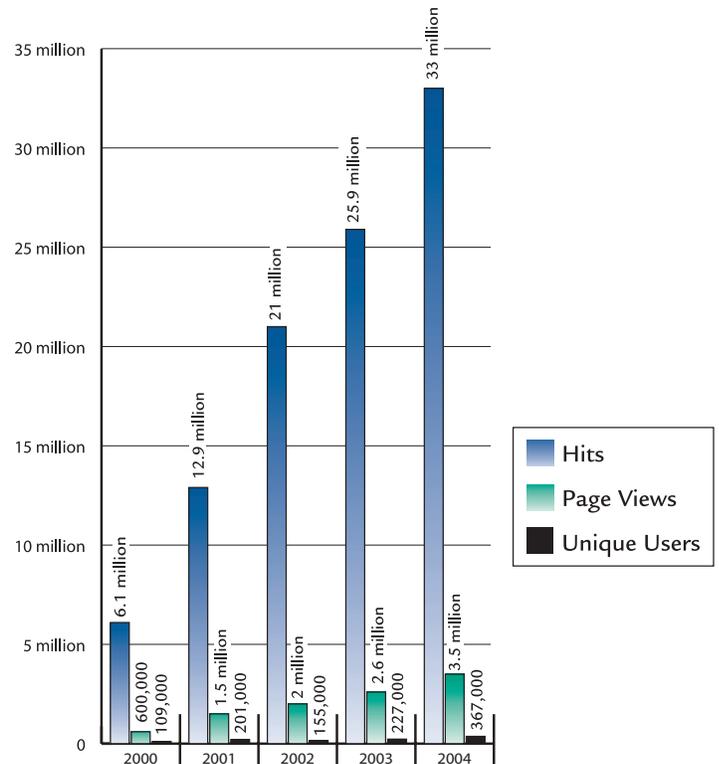
PEGG Advertising Revenue/Expenses

Staff expenses not included



Website Use

Because of variations on how data was gathered, all figures are approximate

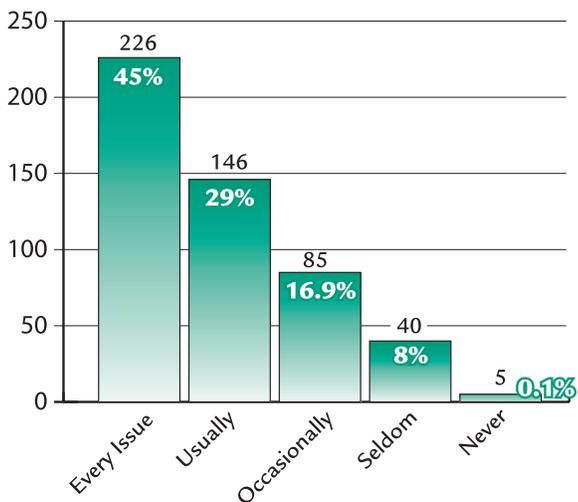


Readership Survey Information

In mid-2004, 421 members in a random e-mail sample and 85 members online participated in a PEGG readership survey. The graphs below are derived from the survey.

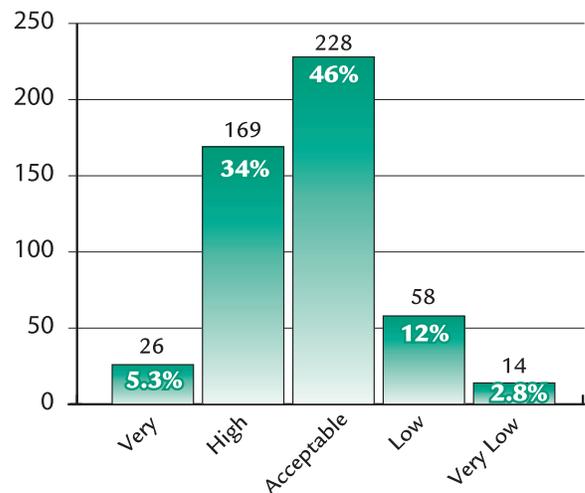
How often do you read *The PEGG*?

Respondents: 502



How relevant is the information in *The PEGG*?

Respondents: 495



Note: Due to rounding, percentages do not add up to 100.

GEOSCIENCE AFFAIRS

The major role of Geoscience Affairs is to help ensure that the professional practice of geology and geophysics takes place. We do this by supporting the requirements of geoscience members within the Association and by encouraging recognition of their responsibilities to the public. The role recognizes that it is the members themselves who assure the professional practice of geoscience, who uphold the dignity of their professions, who maintain public and investor trust, and who need to create the guidelines and standards appropriate for their profession.

The position of Manager of Geoscience Affairs started in 2003, and has been strengthening connections with the geoscience community. We do this through participation in geoscience activities and by encouraging member participation on APEGGA committees and in related regulatory roles. Geoscience Affairs also helps connect geoscience members to the services of all the other APEGGA departments.

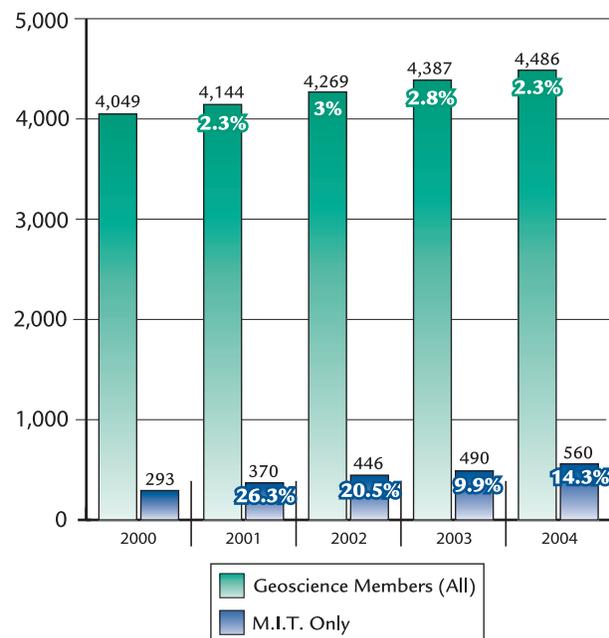
Geoscience Affairs sponsors several technical society programs to help geoscientists maintain their technical competency. Also, because the future of the professions requires encouragement and mentoring of younger generations, Geoscience Affairs supports Outreach and programs for university students.

The department participated in the 2004 Honorary Address – *Deep Sea Volcanoes*, given by Emory Kristof of *National Geographic*, in association with the Canadian Society of Petroleum Geologists and the Canadian Society of Exploration Geophysicists. The program attracted 2,300 students to an afternoon presentation, and 1,900 from the general public to an evening presentation.

Manager: Penny Colton, P.Geoph. ◆

Geoscience Membership Growth

The following totals include those professional members, members-in-training, life members, registered professional technologists and dual-registered members with geoscience designations.



Note: Geoscience M.I.T. membership is represented in both bars.

PROFESSIONAL DEVELOPMENT

APEGGA values the importance of continuing professional development, and in fact members are required to maintain their own CPD programs. To assist members in remaining current within a rapidly changing technological world, we offer frequent and varied opportunities through the Professional Development Department.

Accomplishments

APEGGA's Mentoring Program, launched in the spring of 2004, focuses on the transfer of work-related soft skills from more experienced members to less experienced members. It has nearly 100 matched pairs and a pool of other registrants awaiting matches or in other stages of the process. A second pool launched in the summer focuses on development of employment skills and career advice, for locally and internationally educated grads without jobs in their fields.

The traditional November PD Day, with several seminar choices, was supplemented in 2004 by a September PD Day, also with several seminar choices. This boosted fall PD participant numbers by almost 50 per cent over 2003. In addition, evening seminars on basic interviewing skills and on new health and safety legislation were offered in Calgary and Edmonton.

Overall attendance at the annual April Conference PD Days, and at the spring and fall member-in-training seminars, did not significantly increase over 2003. We reviewed the roster of traditional member-in-training seminars and presenters, and refreshed the program with updated topics and some new presenters.

APEGGA's commitment to the Health and Safety Partnership Program of the Alberta Human Resources and Employment was renewed in 2004. We published material from the department's health and safety website, and also gave the department a commitment to offer health and safety seminars. We also built partnerships with several other organizations.

Increased promotion of the APEGGA Student Advantage Program led to a 20 per cent increase in the capture rate of eligible university students in engineering and geoscience.

Although existing statistics do not allow for comparison with prior years, the PD department provided service to close to 4,000 professional members, members-in-training and university students in 2004.

The department partners with universities, and ring wardens and stewards to celebrate graduation and remind graduates of the obligations of being a professional.

PROFESSIONAL DEVELOPMENT

The Professional Development Department helps professional members maintain their competence. We provide members-in-training with opportunities to acquire the non-technical skills necessary to become professional members. And we support the activities of engineering and geoscience university students, while making them aware of professional responsibilities and the role of APEGGA.

Communication and Consultation

The department has been identifying other initiatives to assist internationally educated graduates, sometimes in conjunction with initiatives for locally educated grads.

We have partnered with the Indo-Canadian Engineers of Edmonton, Edmonton's Mennonite Centre for Newcomers, the Calgary Immigrants Education Society, and immigrant service agencies within Calgary's Bow Valley College and Edmonton's Bredin Institute.

What to Watch For

Professional Development will seek partnerships with the other immigrant service agencies in planning our first Job Find at the end of June, as well as subsequent ones. Job Find will offer internationally educated graduates in Edmonton and Calgary a day of employment-related seminars, followed by a pizza-and-pop mixer with professionals and immediate access to several actively hiring companies.

Manager: Nancy Toth, M.A. ◆

Professional Development Events

Event	2003	2004
Students		
Seminars – Soft Skills	325	382
Mixers	657	432
Seminars – Practice of Profession – Geos	60*	60*
Ring Workshop	1,026	1,057
MITs		
Seminars	859	812
Professional Member Induction Ceremony	206	173
Internationally Educated Graduates		
Seminars	0	109
MITs/Professional Members		
PD Days	332	482
PD Conference	420	423
TOTAL	3,885	3,930

* approximate

PUBLIC MEMBER REPORTS

APEGGA's ultimate responsibility is to the public. To help ensure we meet the obligations this requires of us, we have a public presence on Council, and on several boards and committees. These representatives play a critical role in self-governance.

Council

Hugh Planche

Dr. Norm Wagner, O.C.

Dr. Larry Ohlhauser, M.D.

The role of the public members of APEGGA is to take the lay perspective in providing opinions to Council on the policy issues they face. One of us is no longer providing that insight, as the year changes.

The public members have lost a colleague and APEGGA Council has lost the valuable wisdom of Dr. Norman Wagner, O.C., due to his passing Dec. 10. Norm's knowledge, skills and the wonderful attitude he displayed while discharging his obligations as a public member will be sorely missed.

We applaud Council for its determined effort to engage with members, particularly by seeking input on two task force issues in 2004. We are pleased to see the interest of Council in continually reviewing its governance processes. The theme of this report, *New Face, New Focus*, aptly reflects this renewed commitment to communication and consultation.

We welcome our new public member William Grace, FCA. His professional expertise and experience on other boards complements our ability to meet our mandate as public members. ◆

Appeal Board

Michael Poplett

My experience on the APEGGA Appeal Board is limited to the one hearing that was held in 2004.

I can say that, based on six years of past experience as a public council representative with the Alberta Association of Architects, I observed the highest standards in professional and ethical conduct at the hearing. The review was thorough and fair and the public interest was well served.

I look forward to working with the Appeal Board on future hearings on behalf of the Alberta public. ◆

PUBLIC MEMBER REPORTS

Discipline Committee

Dr. Reg Pridham

My first year as a public member on the APEGGA Discipline Committee has been interesting and very educational. I have found, while sitting on the discipline panels for hearings for unskilled practice and unprofessional conduct, that these hearings have been carried out in a fair and professional manner.

I consider it a privilege to serve on the committee and look forward to serving the public interest in this way for a second year. ◆

Board of Examiners

Terry Gunderson

Wayne Pettapiece

Dr. John Railton

The public members on the Board of Examiners are charged with ensuring that APEGGA conducts its membership process in a manner that meets the public's expectations of high professional standards. In addition, the public members are to ensure that the process is open, clear and equitable, and addresses the principal concern of public safety.

In our opinion, the board (and therefore APEGGA) has clearly met all expectations in this regard. The dedication and conduct shown by board members gives us complete confidence in the decisions made regarding acceptance of membership into the professions of engineering, geology and geophysics. The ability to effectively manage more than 3,400 applications, about one fifth of which are from foreign jurisdictions, speaks to the capability of the board and the effectiveness of the support staff.

Dealing with the breadth of education and experience expressed in applications for membership requires a good deal of flexibility. It is critical, in this milieu, to be aware of the broader professional community. We have been pleased with the commitment to national and international coordination and cooperation through bodies such as the Canadian Engineering Qualifications Board, the Canadian Geoscience Standards Board and the Canadian engineering and geoscience councils.

We have also been impressed with the board's willingness to consider change while being mindful that the integrity of APEGGA standards cannot be compromised. We have been particularly pleased with the proactive, professional response to the inclusivity debate. ◆

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The accompanying financial statements of the Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA) and all the information in this annual report are the responsibility of management and have been reviewed by the Finance Committee on behalf of Council.

The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles. Financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate under the circumstances to ensure that the financial statements are presented fairly in all material respects. Management has prepared the financial information presented elsewhere in the annual report and has ensured that it is consistent with that in the financial statements.

APEGGA maintains systems of internal accounting and administrative controls of high quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate, and that the Association's assets are appropriately accounted for and adequately safeguarded.

Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for the financial statements. Council carries out this responsibility principally through its Finance Committee.

The Finance Committee, which is composed of the President, the immediate Past President, the two Vice-Presidents, and the Executive Director of the Association, approves the financial statements. The committee meets with management and periodically with the external auditors to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues to satisfy itself that each party is discharging its responsibilities properly and to review the financial statements and the external auditor's report. The committee also recommends the engagement of the external auditors, which is reviewed by Council and approved by the members.

The financial statements have been audited by Bruce H. Childs Professional Corporation, Chartered Accountant, in accordance with Canadian generally accepted auditing standards, on behalf of the members. Bruce H. Childs Professional Corporation has full and free access to the Finance Committee. ◆



Neil Windsor, P.Eng.
Executive Director & Registrar



Al Schuld, P.Eng.
Deputy Registrar

FINANCIAL STATEMENTS

Year Ended December 31, 2004

AUDITOR'S REPORT

To the members of
The Association of Professional Engineers,
Geologists and Geophysicists of Alberta

I have audited the statement of financial position of The Association of Professional Engineers, Geologists and Geophysicists of Alberta as at December 31, 2004, and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2004, and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. ◆



Bruce H. Childs Professional Corporation
Chartered Accountant

Edmonton, Alberta, Canada

January 31, 2005

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL POSITION

December 31, 2004 (with comparative figures for 2003)

	2004	2003
ASSETS		
CURRENT ASSETS:		
Cash	\$1,270,787	\$ 935,865
Accounts receivable	812,004	888,183
Prepaid expenses	94,081	60,076
	<u>\$2,176,872</u>	<u>\$1,884,124</u>
PROPERTY AND EQUIPMENT (note 1)	1,156,026	1,346,469
INVESTMENTS - at cost (note 2)	<u>4,549,285</u>	<u>4,400,625</u>
(market value \$4,664,838; 2003 - \$4,520,122)		
	<u>\$7,882,183</u>	<u>\$7,631,218</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:		
Accounts payable and accrued liabilities	\$ 160,379	\$ 255,139
Prepaid member dues and fees	4,311,373	4,180,328
	<u>4,471,752</u>	<u>4,435,467</u>
Accrued pension liability (note 3)	325,000	277,000
Deferred lease inducement	226,025	254,278
	<u>5,022,777</u>	<u>4,966,745</u>
NET ASSETS	<u>2,859,406</u>	<u>2,664,473</u>
	<u>\$7,882,183</u>	<u>\$7,631,218</u>

LEASE OBLIGATIONS (note 4)

Approved on behalf of the Council:



President Linda Van Gastel, P.Eng.



Executive Director H. Neil Windsor, P.Eng.

FINANCIAL STATEMENTS

STATEMENT OF OPERATIONS

Year ended December 31, 2004 (with comparative figures for 2003)

	2004 Actual	2004 Budget (unaudited)	2003 Actual
REVENUES			
Dues	\$6,858,453	\$6,828,800	\$6,228,675
Permit fees	731,462	738,500	670,994
Registration fees	583,709	535,400	494,865
Examination fees	516,022	523,500	522,942
General revenue	945,085	1,016,300	869,300
	<u>9,634,731</u>	<u>9,642,500</u>	<u>8,786,776</u>
EXPENSES			
Salaries and Benefits	\$3,110,693	\$3,159,160	\$2,810,961
General	1,795,448	1,879,586	1,599,867
Meeting	1,221,795	1,194,050	1,071,002
Consultants	778,030	1,058,540	871,827
Office Rent & Parking	813,522	784,890	747,085
Depreciation & Amortization	328,556	307,000	299,665
Office Equipment	192,485	192,200	192,456
Printing & Stationery	398,489	417,695	384,905
Exam Administration	206,328	181,500	170,441
Personnel Administration	73,090	60,150	148,642
Insurance	48,699	30,250	27,358
Pension	472,663	375,000	559,530
	<u>\$9,439,798</u>	<u>\$9,640,021</u>	<u>\$8,883,739</u>
EXCESS OF REVENUE OVER EXPENSES	<u>\$ 194,933</u>	<u>\$ 2,479</u>	<u>\$ <96,963></u>

STATEMENT OF CHANGES IN NET ASSETS

Year ended December 31, 2004 (with comparative figures for 2003)

	Invested in Capital Assets	Unrestricted	2004 Total	2003 Total
Net assets				
Balance, beginning of year	\$1,346,468	\$1,318,005	\$2,664,473	\$2,761,436
Excess of revenues over expenses	(328,556)	523,489	194,933	<96,963>
Investment in capital assets	138,114	(138,114)	-	-
Balance at end of year	<u>\$1,156,026</u>	<u>\$1,703,380</u>	<u>\$2,859,406</u>	<u>\$2,664,473</u>

STATEMENT OF CASH FLOWS

Year ended December 31, 2004 (with comparative figures for 2003)

	2004	2003
Cash flows from operations		
Cash received from members	\$8,856,957	\$8,393,841
Cash received from general revenue	984,998	835,999
Cash paid for salaries and benefits	<3,064,286>	<3,180,071>
Cash paid for materials and services	<6,155,975>	<5,363,258>
Net cash generated through operations	<u>621,694</u>	<u>686,511</u>
Cash flows used in investing activities		
Purchase of capital assets	138,112	319,960
Purchase <redemption> of investments, net	148,660	<85,005>
Net cash used in investing activities	<u>286,772</u>	<u>234,955</u>
Net increase in cash	334,922	451,556
Cash at beginning of year	<u>935,865</u>	<u>484,309</u>
Cash at end of year	<u>\$1,270,787</u>	<u>\$ 935,865</u>

FINANCIAL STATEMENTS

Notes to Financial Statements

Year ended December 31, 2004

The Association is incorporated under the *Engineering, Geological and Geophysical Professions Act* of Alberta. As a not-for-profit organization under the *Income Tax Act*, APEGGA is not subject to either federal or provincial income taxes.

Mission Statement

To serve society and protect the public by regulating, enhancing and providing leadership in the practice of the professions of engineering, geology and geophysics.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with generally accepted accounting principles in Canada.

Investments

Investments are reported at cost. When there has been a decline in the value of the investments which is other than temporary, the carrying value is reduced accordingly.

Property and Equipment

Property and equipment are stated at cost. Amortization is recorded on the following bases and annual rates:

Asset	Rate	Basis
Audio/Visual Equipment	20%	straight-line
Furniture and Equipment	10%	straight-line
Computer	25%	straight-line

Leasehold improvements are amortized over the remaining life of the lease.

Pension Costs and Obligations

The Association accrues its obligations under its pension plan and the related costs, net of plan assets. The cost of the pension benefits earned by employees is actuarially determined using the projected benefit method prorated on service, and management's best estimates of expected plan investment performance, salary escalation and retirement age of employees. For the purpose of calculating the expected return on plan assets, those assets are valued at fair market value.

Unrestricted Net Assets

During 2001, Council approved a policy of maintaining unrestricted net assets within a range of 25% to 35% of its normalized operating costs. From time to time the Council may review the reserve if special risks or capital expenditure plans warrant it. If it is required, APEGGA has a transition period of three years in which to meet the range.

Donated Services

The work of the Association is dependent on the voluntary services of many members. The value of donated services is not recognized in these statements.

Deferred Lease Inducement

Tenant lease inducements are amortized on the straight-line basis over the term of the lease.

Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

1. PROPERTY AND EQUIPMENT

			2004	2003
	Cost	Accumulated amortization	Net book value	Net book value
Audio Visual Equipment	\$ 204,176	\$ 112,868	\$ 91,308	\$ 118,640
Furniture and Equipment	625,956	227,254	398,702	411,945
Leasehold Improvements	907,672	281,290	626,382	698,393
Computer Equipment	623,197	583,563	39,634	117,491
	<u>\$2,361,001</u>	<u>\$1,204,975</u>	<u>\$1,156,026</u>	<u>\$1,346,469</u>

2. FINANCIAL INSTRUMENTS

For cash, accounts receivable, and accounts payable and accrued liabilities, the carrying amounts of these financial instruments approximate their fair value due to their short term maturity. Investments consist of term deposits and bonds, which are recorded at cost plus accrued interest. Interest rates vary from 3.55% to 5.25%. These investments mature at various dates from January 2005 to June 2013.

3. PENSION PLAN

The Association maintains a defined benefit pension plan which covers its full-time employees. At December 31, 2004, the estimated accrued pension obligation was \$5,975,000 and the fair value of plan assets was \$5,370,000. The next actuarial valuation of the plan will be prepared in 2005. The pension expense for the year was \$472,663 and accrued pension liability is \$325,000.

4. LEASE OBLIGATIONS

The Association leases office premises and equipment under agreements expiring on various dates.

The lease of the Edmonton office expired September 30, 2004. At December 31, 2004, a new lease was being negotiated and the figures included in this note are based on the draft lease proposal. The minimum lease payments including estimated operating costs and GST for each of the next five years are as follows:

2005	\$ 935,000
2006	\$ 940,000
2007	\$ 950,000
2008	\$ 940,000
2009	\$ 900,000
TOTAL	<u>\$4,665,000</u>

APEGGA EDUCATION FOUNDATION

The foundation enjoyed an excellent year. Scholarship numbers and amounts were each increased to reflect the contributions by APEGGA members who have consistently, year after year, increased the amount put towards education. Life members contributed a sum approaching \$30,000. This level of support confirms the respect that these members have for their profession and for education.

The Millennium Scholarship Program, directed to any child or grandchild of an APEGGA member, continues to flourish with the granting in 2004 of the regular two scholarships and an additional three to applicants with outstanding qualifications. The board of the foundation agreed to the granting of up to six Millennium Scholarships of \$2,000 each on application from qualified persons.

The foundation supports 72 scholarships or recognitions in the forms of university entrance, undergraduate, Gold Medal, transfer and the Millennium scholarships.

During 2004 an affinity card program was negotiated with Bank of Montreal Mosaik MasterCard. This program, with the support of the general membership of APEGGA, should bring in enough money that the foundation will be able to fund new and progressive educational initiatives not previously possible. The initial meeting with the Bank of Montreal, attended by a foundation past president, Dennis Brooks, P.Eng, P.Geoph., and current President Norman Orr, P.Eng., outlined Mosaik's benefits.

The foundation continues to function well with the able assistance of APEGGA staff and with APEGGA providing much of the administrative work. This results in a low administration cost.

The foundation is registered as a charitable society and is so recognized by Revenue Canada.

The foundation recognizes the untiring effort of its members, especially that of Mr. Brooks, who provides the APEGGA member newspaper, *The PEGG*, with a regular column on our work. ♦

The 2004 APEGGA Education Foundation

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THE APEGGA EDUCATION FOUNDATION

Statement of Operations and Net Assets (Year ended December 31, 2004)

REVENUES	UNRESTRICTED		RESTRICTED	
	2004	2003	2004	2003
Contributions				
APEGGA	\$ 56,645	\$ 58,750		
Summit Awards	36,450	33,600		
Voluntary	88,913	59,907		
Interest	11,690	12,673	\$ 2,625	\$ 2,625
Total	\$ 193,698	\$ 164,930	\$ 2,625	\$ 2,625
EXPENDITURES				
Grants and Scholarships				
Universities and Colleges	\$ 65,243	\$ 52,000	\$ 4,000	\$ 4,000
Meetings	263	319		
Office	2,377	162		
Professional Fees	1,338	1,386		
Total	\$ 69,221	\$ 53,867	\$ 4,000	\$ 4,000
EXCESS OF REVENUES OVER EXPENDITURES	\$ 124,477	\$ 111,063	\$ (1,375)	\$ (1,375)
Net Assets at BEGINNING of YEAR	\$ 474,484	\$ 363,421	\$ 51,895	\$ 53,270
Net Assets at END of YEAR	\$ 598,961	\$ 474,484	\$ 50,520	\$ 51,895

NATIONAL REPORTS

APEGGA maintains a national presence through two groups representing sister associations across the country – the Canadian Council of Professional Geoscientists, and the Canadian Council of Professional Engineers. Following are their reports.

Canadian Council of Professional Geoscientists

*Brenda M. Wright, P.Geol., Alberta Director
Dr. Gordon Williams, P.Geol., Past-President*

The Canadian Council of Professional Geoscientists was established in 1998 to assist and represent, nationally and internationally, the provincial and territorial associations that license professional geoscientists and regulate geoscience practice in Canada. At this time, nine provinces and two territories (all jurisdictions except Prince Edward Island and Yukon) have legislation in place regulating the geoscience professions.

In 2004, approximately 7,900 individual Canadian geoscientists were licensed in the 11 jurisdictions.

In May of 2004, CCPG and the provincial and territorial associations sent out a survey to selected geoscience professionals as an international task analysis of the geoscience profession. This survey was done in cooperation with the National Association of State

Boards of Geology in the United States. ASBOG uses the survey to ensure that the questions on their national licensing examinations represent the important tasks performed in the practice of geology. CCPG will use it to assist the Canadian Geoscience Standards Board in establishing recommended national academic guidelines and to determine whether there are significant differences in the way geoscience is practiced in the different provinces and territories.

CCPG's Strategic Plan is currently being enhanced to include a tactical plan to help the standards board move forward on its long- and short-term initiatives. There will be continued focus on how we may better improve mobility of our members between the provinces.

Together with its constituent associations, the mission of CCPG is to develop consistent high standards for licensure and practice of geoscience, facilitate national and international mobility, and promote the recognition of Canadian professional geoscientists. ◆

Canadian Council of Professional Engineers

*Darrel Danyluk, P.Eng., President
Dale Miller, P.Eng., Alberta Director*

Over the past year, the Canadian Council of Professional Engineers continued to promote high standards of excellence in the engineering profession.

CCPE and our constituent members worked on renewing the CCPE strategic plan; identifying a common vision for members; solidifying our government relations strategy; taking initiative on long-term infrastructure renewal; developing a climate change action plan; and making progress on the international assessment front.

To achieve these objectives, CCPE promoted the profession as an invaluable resource for stakeholders such as industry experts and the federal government, while reaffirming the profession's relevance.

CCPE continued to liaise with ministers and other high-level government officials, and held a successful parliamentary reception that attracted over 100 parliamentarians. We hope to further increase our influence through the *Bridging Government and Engineers* pilot project, designed to increase the government's

awareness of CCPE and our initiatives.

Through our active participation in Engineers for a Safer Canada and the National Roundtable on Sustainable Infrastructure, we are working with other engineering organizations to harmonize resources to ensure our voice on infrastructure is heard.

To assess the vulnerability of Canada's public infrastructure due to climate change, CCPE is developing a Public Infrastructure Engineering Vulnerability Committee.

On the international front, substantial progress was made on the From Consideration to Integration, or FC2I, project, including the approval of 17 recommendations for enhancing the facilitation of international engineering graduates. CCPE is currently preparing to implement the recommendations through 10 separate projects and will be seeking funding from a variety of sources. More information is available at www.ccpe.ca/fc2i/.

As our terms draw to a close, we would like to extend a gracious thank you to all of APEGGA's members for their ongoing support. ◆

2004 SUMMIT AWARDS

Each year, APEGGA honours the best and the brightest of our membership in the annual Summit Awards. The program, which acknowledges accomplishments, projects and individuals, encourages excellence in the professions and gives peer recognition to those who go beyond the call of duty.

Following are the 2004 winners, who were honoured at the Summit Awards Gala last spring in Edmonton.

The APEGGA Honorary Life Membership

Michael W. Smyth, P. Eng.

The APEGGA Ingenuity Fund Research Excellence Award

Les W. Benum

Dr. C. Michael Oballa, P.Eng.

William L. Wong, P.Eng.

Chi M. Wong, P.Eng.

Nova Research & Technology Centre

The L.C. Charlesworth Professional Service Award

John D. Boyd, P.Geoph.

The Frank Spragins Technical Award

Dr. Elizabeth Cannon, P.Eng.

The Excellence in Education Award

Dr. Michael J. Brett, P. Eng.

Dr. Ronald J. Hugo, P.Eng.

The Early Accomplishment Award

Dr. Jocelyn L. H. Grozic, P.Eng.

The Community Service Award

Kathleen E. Sendall, P.Eng.

The Environmental Excellence Award

Stuart M. Torr, E.I.T.

Christina M. Dingman, E.I.T.

Komex Renewable Energy Group

The Project Achievement Award

TELUS Next Generation Network Project

The Centennial Leadership Award

Ronald Triffo, P.Eng.

COMMITTEES AND BOARDS

Hundreds of volunteers make APEGGA and self-regulation work effectively and efficiently. Listed here are the major committees and boards of 2004. Other than staff and other hired committee members, the people named are volunteers. This is only part of the volunteer story, however. The list does not include those who work with Outreach, or have other duties in the field. Please note that the list is the most accurate available to the end of 2004.

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Rory Belanger, P.Eng.

Boilers and Pressure Vessels

Denis Wiart, P.Eng.

Building

Dick Walters, P.Eng.

Electrical

Harry Dowhan, P.Eng.

Elevators

Daniel Shannon, P.Eng.

Fire

Barry Colledge, P.Eng.

Gas

Bryan Ryder, P.Eng.

Plumbing

Kevin Moodie, P.Eng.

Ski Lift/Passenger Ropeway

John Ogilvy, P.Eng.

THE BRANCHES

APEGGA reaches out to members at the grassroots through the branches. In 2004, there were nine branches and one district (which changed in 2005 to 10 branches, with the switch-over of the Edmonton District). Branches hold lunches, meetings and other social and professional events to improve the value of membership. We salute the 2004 branch executive members, listed below.

CALGARY BRANCH

Chair Ian Squires, P.Eng.
Past Chair Dr. Judith Lentin, P.Geol.
Vice-Chair Dr. Ronald Hinds, P.Geoph.
Treasurer Tibor Kaldor, P.Eng.
Secretary Terry Cooper, P.Eng.

Members at Large

Francis Chan, P.Eng.
Anil Gupta, P.Eng.
John Pastega, P.Eng.
Ali Esmail, P.Eng.
Chad Singh, E.I.T.
Steve Wyton, P.Eng.
Estela Zavala, P.Eng.

CENTRAL ALBERTA BRANCH

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College Liaison Dr. Arun Mishra, P.Eng.

Members at Large

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Rick Granberg, P.Eng.
Brad Howe, P.Eng.
Wade Keller, E.I.T.
Beverley Oginski, E.I.T.
Peter Ott, P.Eng.
Niki Phillips, E.I.T.
Gerry Pyper, P.Eng.
Fola Soboyejo, P.Eng.
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EDMONTON DISTRICT

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Past-Chair Rawya Selby, P.Eng.

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Dr. Ahmed Idriss, P.Eng.
Brian Kennedy, P.Eng.
Ed Kozinski, P.Eng.
Kenneth Wong, E.I.T.
Mary Cowling, P.Eng.
Bong Estoque, P.Eng.
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John Huntley, P.Eng.
JASON KACHUR, E.I.T.
Mustafa Malik, P.Eng.
Prakash Mullick, P.Eng.
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Vice-Chair Roy Roth, E.I.T.
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YELLOWHEAD BRANCH

Chair Roger Schaub, E.I.T.
Secretary Eddie Young, E.I.T.
Whitecourt Rep Michael Suchocki, P.Eng.
Edson Rep Hercules Georgiadis, P.Eng.
Outreach JoAnn Volk, P.Eng.

2004 - 2005 EXECUTIVE COMMITTEE AND COUNCIL

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President	L.C. (Linda) Van Gastel, P.Eng.
Past President	M.W. (Mike) Smyth, P.Eng.*
President-Elect	L.B. (Larry) Staples, P.Eng.
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Darcie Greggs, P.Geol.
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Ian McIlreath, P.Geol., PhD
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CCPE Representatives

Director Dale Miller, P.Eng.
President Darrel Danyluk, P.Eng.

CCPG Representatives

Director Brenda Wright, P.Geol.
President Gordon Williams, P.Geol.

**Resigned before year's end.*

***Passed away Dec. 10, 2004.*

APEGGA's Vision

To be the focal organization which is the recognized leader of the engineering, geology and geophysics professions involved in the application of science and technology for the benefit of society within Alberta.

APEGGA's Mission

To serve society and protect the public by regulating, enhancing and providing leadership in the practice of the professions of engineering, geology and geophysics.

NEW FACE *NEW FOCUS*



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