



APPROVED

COUNCIL MEETING
December 7, 2006
Calgary, Alberta

MINUTES

PRESENT

President	Dave Chalcraft, P.Eng.
President-Elect	John McLeod, P.Eng.
Past-President	Larry Staples, P.Eng.
Vice-President	Dr. Ken Porteous, P.Eng.
Councillors	Jim Beckett, P.Eng. Chrys. Dmytruk, P.Eng. Dr. Judith Lentin, P.Geol. Marc Sabourin, P.Eng. Jim Smith, P.Eng. Kim Sturgess, P.Eng. Jane Tink, P.Eng. Nick Trovato, P.Eng. Dick Walters, P.Eng. Wim Veldman, P.Eng.
Public Members	Gary Campbell, Q.C. Bill Grace, FCA Dr. Larry Ohlhauser
CCPE Executive	Dan Motyka, P.Eng.
CCPE Director	Linda Van Gastel, P.Eng.
CCPG Director	Julie Aitken, P.Geoph.
Branch Observers	Lisa Brouillard, P.Eng. Anil Gupta, P.Eng. Shiraz Kanji, P.Eng. (Left before 10:00 a.m.) Dylan Miles, P.Eng. James Mmbando, P.Eng. Dr. Hassan Rizvi, P.Eng. Raul Zalazar, P.Eng.
Staff	Neil Windsor, P.Eng.

Tim Cartmell, P.Eng.
Ray Chopiuk, P.Eng.
George Lee
Lianne Lefsrud, P.Eng.
Pat Lobregt
Philip Mulder, APR
Elizabeth Muir
Ross Plecash, P.Eng.
Gary Reavie, CMA
Bill Santo, P.Eng.
Frank Scheibli, P.Geol.
Al Schuld, P.Eng.
Len Shrimpton, P.Eng.
Dave Todd, P.Eng.
Mark Tokarik, P.Eng.
Trish Williams

REGRETS

Councillors

John Hogg, P.Geol.
Dr. John Peirce, P.Geoph.
Jane Tink, P.Eng.

CCPG President

Brenda Wright, P.Geol.

1. CALL TO ORDER AND APPROVAL OF THE MEETING AGENDA

The meeting was called to order at 8:35 a.m. The President, Dave Chalcraft, P.Eng. chaired the meeting and the Executive Assistant, Trish Williams recorded the minutes.

The President extended thanks to staff for organizing the two Christmas receptions in Edmonton and Calgary.

Two Past Presidents' meetings were held over the last two days with 18 Past Presidents attending.

Item 10 was moved to the last item of the day and the CCPE report would be presented before noon.

MOVED BY J. SMITH AND SECONDED BY W. VELDMAN

06-70

THAT the Council agenda be approved as modified.

CARRIED UNANIMOUSLY

2. CONSENT AGENDA

Items 2.2.1, 2.4.7 and 2.4.8 were moved from the consent agenda to item 3.

3. BUSINESS ARISING FROM THE MINUTES & BUSINESS LIFTED FROM THE CONSENT AGENDA

3.1 Council Assessment Results

Council reviewed the assessment results of the September 21, 2006 Council meeting.

3.2 Discipline Committee

Ray Chopiuk, P.Eng. presented the process times of completed cases.

The Deputy Registrar has been meeting with the Regulatory Affairs Managers on the matter of process timeliness and it will be on the agenda of the Managers' retreat scheduled on January 9, 2007. A thorough analysis of each step will be reviewed and a report will be presented to Council with recommendations on how to improve the procedures.

3.3 Permit to Practice Seminars

Council reviewed the ranking by seminar participants of the priority items from the Strategic Plan.

A risk management presentation is included in the seminars containing information on insurance. The Insurance Review Task Force is being reactivated to look at secondary liability insurance and will review the

comments from the seminar participants on risk management. The Guideline for Risk Management in Professional Practice was approved by Council in September and is now being referred to.

3.4 Joint Board of Practice

A joint working group consisting of counterparts from the Executive Committees of both APEGBC and APEGGA along with members from the APEGGA Joint Board of Practice is being formed to discuss TILMA issues and to remain aware of TILMA activities which promote the mobility of professionals between the two provinces. A fee guideline will be developed and published internally within APEGGA.

MOVED BY G. CAMPBELL AND SECONDED BY J. LENTIN

06-71

THAT the items on the Consent Agenda be approved.

CARRIED UNANIMOUSLY

4. EXECUTIVE COMMITTEE REPORT

4.1 December 5, 2006 Executive Committee Meeting

Staff and a consultant will prepare a White Paper on the supply-demand picture for the professions over the next ten years by April 2007.

The Executive Committee had requested a report from the Practice Review Board to determine whether more rigorous practice reviews are required. A report has been received and the Executive Committee has concluded that due diligence has taken place and that when the need arises for a more rigorous practice review this is pursued. **The Director Professional Practice will prepare an article for *The PEGG* on this matter.**

Council reviewed the Executive Committee minutes for November 8 and 21 which were distributed at the meeting.

5. COUNCIL COMMITTEE REPORTS

5.1 Staff Benefits Committee

5.1.1 2007 Contributions to Pension Plan

Notwithstanding the potential that the actuarial evaluation may change the funding formula for 2007 and because the results will not be known until April 2007, the committee recommended that staff increase their contributions from 5% to 6% of pensionable earnings and that APEGGA contribute \$468,000.

MOVED BY J. BECKETT AND SECONDED BY K. PORTEOUS

06-72

THAT Council approve that, for 2007, staff increase their contributions from 5% to 6% of pensionable earnings effective February 1 and that APEGGA contribute \$468,000.

There was consensus that the committee needs more time to consider whether the 1% increase in staff contribution is necessary.

MOVED BY G. CAMPBELL AND SECONDED BY K. STURGESS ***06-73***

THAT motion 06-72 be tabled until the June 2007 Council meeting when the actuarial report will be available.

CARRIED UNANIMOUSLY

5.1.2 Terms of Reference

It was recommended that Nancy Toth, Manager, Human Resources & Professional Development be added to the committee. This would increase staff representation on the committee to three, but that only two be given the right to vote.

MOVED BY J. LENTIN AND SECONDED BY K. STURGESS ***06-74***

THAT Council approve the revised terms of reference for the Staff Benefits Committee.

CARRIED (12 IN FAVOUR - 3 OPPOSED)

5.2 Finance Committee

5.2.1 3rd Quarter Financial Report

Council reviewed the 3rd quarter financial report. Staff was commended for implementing the new accounting software program on budget and on time.

MOVED BY K. STURGESS AND SECONDED BY K. PORTEOUS ***06-75***

THAT Council receive the 3rd quarter financial report.

CARRIED UNANIMOUSLY

5.2.2 Reserve Policy

At September Council a Reserve Policy was presented. It was deemed to be too complicated because the risk component was tied to a Monte Carlo analysis. The Finance Committee has reviewed those comments and modified the Reserve Policy to reflect the unrestricted assets relationship to the normal operating expenses as a simple range of percentages. It is proposed that our unrestricted assets be maintained at 15 to 20% of normal operating costs.

MOVED BY K. STURGESS AND SECONDED BY B. GRACE

06-76

THAT Council approve the reserve policy as presented.

CARRIED UNANIMOUSLY

5.2.3 2007 Budget

Council reviewed the 2007 budget with commendations for a job well done.

Over the past year the heated Alberta economy has greatly affected APEGGA. Staff has been added and more staff is proposed, primarily to address registration and compliance needs, and the salaries have increased beyond inflation in order to be competitive. To accommodate more staff, additional space in Edmonton must be leased and the space improved. To manage APEGGA business effectively and to provide a more professional interface with members, improvements in both the accounting and member management systems have had to be undertaken. Superimposed on these administrative imperatives, are Council's strategic priorities.

MOVED BY K. STURGESS AND SECONDED BY M. SABOURIN

06-77

THAT Council approve the 2007 budget as presented.

The following amendment was

MOVED BY L. STAPLES AND SECONDED BY D. WALTERS

06-78

THAT the membership fees be increased from the proposed \$245 to \$250.

CARRIED (8 IN FAVOUR – 6 OPPOSED - WITH 1 ABSTENTION)

Motion 06-77 was then voted upon and was

CARRIED (14 IN FAVOUR – 1 OPPOSED).

5.3 Geoscience Task Force Terms of Reference

Since being formed the task force has met twice to consider how APEGGA should address strategic issues in the regulation of the geoscience community in the long term. The terms of reference will enable the task force to consider whether a standing committee is required. **The task force proposes to return to Council with final recommendations regarding such a standing committee and its terms of reference, if appropriate, in February 2007.**

MOVED BY J. LENTIN AND SECONDED BY J. MCLEOD

06-79

THAT Council approve the Geoscience Task Force's terms of reference.

CARRIED UNANIMOUSLY

5.4 Nominating Committee Report

The Nominating Committee raised the question of whether first year Councillors are eligible for nomination for President Elect or Vice President during their first year on Council. Legal Counsel was sought and the committee was informed that according to the wording of Bylaw 3(2) it is not sufficient for a Councillor to have served the year by the time he or she assumes the office of President Elect or Vice President. To be qualified, a nominee must have completed one year at the time of nomination.

For comparison other sister associations have been contacted regarding their requirements which are wide-ranging.

In support of the recommendation by the Nominating Committee, the following motion was:

MOVED BY L. STAPLES AND SECONDED BY D. WALTERS

06-80

THAT the current wording in the Bylaw 3(2) be retained and that the present interpretation of the wording be maintained.

CARRIED (TEN IN FAVOUR – THREE OPPOSED)

It was questioned whether there should be a sunset clause on the year of experience on Council for nominees. The consensus was that the decision would be made by the voters.

5.5 Public Policy Issues Task Force

At the September 21, 2006 Council Meeting, Council approved the 2007-16 Strategic Plan, and later in the Strategic & Policy Issues session, delegated to Executive Committee the establishment of a "Business Plan (Public Policy Issues?) Task Force". The Task Force would examine whether APEGGA should have a role in assessing issues of public safety, and if so, what the process should be to address these issues.

Terms of reference for this task force will be presented to Council in February.

The Executive Assistant will review her files for information on a speech given by former Premier Peter Lougheed at an APEGGA function on this topic.

6. EXECUTIVE DIRECTOR REPORTS

6.1 2006 Business Plan

6.1.1 Business Plan Progress Report

This is an ongoing chart that will be presented to Council at each meeting to indicate the progress being made under various items.

Tom Sneddon, P.Geol. has joined staff for two days a week as a geoscience compliance consultant in the Calgary office.

6.1.2 Processing Times for Applications for Registration

There has been a very slight improvement in the processing times for new applications since the June 2006 Full Board of Examiners meeting took place. Prior to the June 2006 meeting, files were couriered to the Academic and Experience Examiners once a month. After the June meeting, office staff began couriering files once a week. The Examiners improved on their turnaround times and are returning files faster; however, the files are waiting longer times to be reviewed at the next available monthly Board meeting.

6.2 2007 Business Plan

MOVED BY J. LENTIN AND SECONDED BY J. MCLEOD

06-81

THAT the 2007 Business Plan be approved as presented.

CARRIED UNANIMOUSLY

6.3 Environment Committee

6.3.1 Draft Joint Practice Standard “Professional Responsibilities in Completion and Assurance of Reclamation and Remediation Work in Alberta.

Given the tight timeline for Council versus the extended deadline for submissions, the due consideration required for comments, and awaiting comments from Alberta Environment– **the revised Joint Practice Standard will be brought forward for approval at the February 2007 Council meeting.**

6.4 Public Member Recommendations

Council and Executive staff were asked to provide additional suggestions for public members to the Executive Director. **These recommendations will be considered at the February 2007 Council meeting.** Upon Council approval, the list of recommended public members will be referred to the Minister of Employment, Immigration and Industry for final selection in order to fill the vacancies by 1 April 2007.

6.5 US Mobility Policy

At the international mobility forum held during APEGGA's 2006 Annual Meeting in Edmonton participants focused on the concept of "reciprocity" rather than on comity as had been pursued for some time. There was a consensus that, in order to avoid conflict with U.S. legislation that defines specific meaning for comity, the concept of mutual recognition of professionals through reciprocity based on recognition of substantially equivalent professional standards of licensure would be a better approach. Consequently, it was generally agreed that future discussions with state licensing boards and NCEES would advocate mutual recognition of professionals with eight years of acceptable experience following professional licensure. This is much in line with the NAFTA Sub-Agreement signed in 1995.

It was recommended that Council ratify the position that has been developed through discussions with sister Associations and representatives of state licensing boards.

MOVED BY L. STAPLES AND SECONDED BY J. MCLEOD

06-82

THAT the concept of reciprocity for professionals with eight years of experience following licensure be the basis of future discussions with state boards of licensure.

CARRIED UNANIMOUSLY

At a CCPE meeting in February 2007 constituent associations will report whether similar motions have been approved across Canada.

7. IN CAMERA SESSION

7.1 Investigative Committee Information Report

Tim Cartmell, P.Eng. presented the information report to Council.

7.2 Practice Review Board Information Report

Ray Chopiuk, P.Eng. presented the information report to Council.

7.3 Summit Awards' Winners

Ross Plecash, P.Eng. presented this report to Council.

7.4 Geoscience Summit Award

Judith Lentin, P.Geol. presented this report to Council.

8. REPORT FROM IN CAMERA SESSION

MOVED BY J. LENTIN AND SECONDED BY W. VELDMAN

06-83

THAT the recommendations of the Honours and Awards Committee for the 2007 recipients of the APEGGA Summit Awards be approved.

CARRIED UNANIMOUSLY

MOVED BY J. SMITH AND SECONDED BY C. DMYTRUK

06-84

THAT the recommendations of the Honours and Awards Committee for the 2007 nominees for the CCPE Awards be approved.

CARRIED UNANIMOUSLY

There was consensus that a separate Geoscience Award need not be created and that the Geoscience Task Force will forward appropriate geoscience nominations to the Honours and Awards Committee.

9. STRATEGIC PLAN PRIORITIES

No discussion.

10. STRATEGIC & POLICY ISSUES

Strategic and policy issues were discussed *In Caucus* after adjournment.

11. REPORT FROM CCPE EXECUTIVE/DIRECTOR

Linda Van Gastel, P.Eng. and Dan Motyka, P.Eng. presented the CCPE report to Council.

The Executive Committee acknowledges that more in depth dialogue is recommended with APEGGA's CCPE Board representatives prior to national meetings. The committee will be meeting with the CCPE representatives on January 19. The President encouraged the delegates to regularly comment on the key issues and urged the Editor of *The PEGG* to print regular articles on CCPE issues prepared by APEGGA's representatives with the goal of informing members of activities on a national level.

12. REPORT FROM CCPG PRESIDENT/DIRECTOR

Julie Aitken, P.Geoph. presented the CCPG report to Council.

See the comment under item 11.

13. BRANCH REPORT

Dylan Miles, P.Eng., Chair of the Fort McMurray Branch, presented this report to Council on behalf of the Branch Chairs.

The Branches were encouraged to contact Pat Lobregt to finalize the upcoming President's Visits.

14. ADJOURNMENT

The meeting adjourned at 1:15 p.m.