



APPROVED

**COUNCIL MEETING**  
**June 22, 2006**  
**APEGGA Conference Centre**  
**Calgary, Alberta**

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## **MINUTES**

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### **PRESENT**

<b>President</b>	Dave Chalcraft, P.Eng.
<b>Past President</b>	Larry Staples, P.Eng.
<b>President-Elect</b>	John McLeod, P.Eng.
<b>Vice-President</b>	Dr. Ken Porteous, P.Eng.

<b>Councillors</b>	Jim Beckett, P.Eng. Chrys. Dmytruk, P.Eng. John Hogg, P.Geol. Dr. John Peirce, P.Geoph. Jim Smith, P.Eng. Jane Tink, P.Eng. Nick Trovato, P.Eng. Wim Veldman, P.Eng. Dick Walters, P.Eng.
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<b>Public Members</b>	Bill Grace, FCA Dr. Larry Ohlhauser
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<b>CCPE Directors</b>	Dan Motyka, P.Eng.
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<b>CCPG President</b>	Brenda Wright, P. Geol.
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<b>Branch Observers</b>	Anil Gupta, P.Eng. Brad Howe, P.Eng. Shiraz Kanji, P.Eng. Cal Koskovich, P.Eng. Kenzie Liefso, P.Eng. Dylan Miles, E.I.T. Doug Wilkins, E.I.T.
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<b>Staff</b>	Neil Windsor, P.Eng.
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Tim Cartmell, P.Eng.  
Ray Chopiuk, P.Eng.  
George Lee  
Lianne Lefsrud, P.Eng.  
Pat Lobregt  
Marie Locke  
Philip Mulder, APR  
Ross Plecash, P.Eng.  
Gary Reavie, CMA  
Al Schuld, P.Eng.  
Len Shrimpton, P.Eng.  
Dave Todd, P.Eng.  
Mark Tokarik, P.Eng.  
Trish Williams

**Presenters**

**APEGGA Education Foundation**

Andy Gilliland, P.Eng., President  
Dr. Dave Devenny, P.Eng., P.Geol.

**REGRETS**

**Councillors**

Dr. Judith Lentin, P.Geol.  
Marc Sabourin, P.Eng.  
Kim Sturgess, P.Eng.

**Public Members**

Gary Campbell, QC

**CCPE Director**

Linda Van Gastel, P.Eng.

**CCPG Director**

Julie Aitken, P.Geoph

**1. CALL TO ORDER AND APPROVAL OF THE MEETING AGENDA**

The meeting was called to order at 8:30 a.m. The President, Dave Chalcraft, P.Eng. chaired the meeting and the Executive Assistant, Trish Williams recorded the minutes.

The president welcomed the following new Council members:

John McLeod, P.Eng. (President-Elect)  
Chrys. Dmytruk, P.Eng. (Re-elected)  
John Hogg, P.Geol.  
Jim Smith, P.Eng.  
Dick Walters, P.Eng.

The following item was added to the agenda:

6.4 Geoscience Summit Award

Item 7.2.2 was removed from *In Camera* to Item 14.

***MOVED BY C. DMYTRUK AND SECONDED BY J. SMITH***

**06-33**

***THAT the Council agenda be approved as revised.***

***CARRIED UNANIMOUSLY***

**2. CONSENT AGENDA**

Item 2.4.7 was removed from the consent agenda to item 3.4.

***MOVED BY K. PORTEOUS AND SECONDED BY D. WALTERS***

**06-34**

***THAT the Council consent agenda be approved with the removal of item # 2.4.7 for further discussion.***

***CARRIED UNANIMOUSLY***

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

**3.1 Report from CCPE Directors**

Dan Motyka, P.Eng. presented this report to Council and highlighted the meeting of the CCPE Board of Directors on June 2, 2006 and the CCPE Annual Meeting of Members on June 3, 2006.

The President Congratulated Dan Motyka, P.Eng. on being elected to the CCPE executive.

### **3.2 Report from CCPG Directors**

Brenda Wright, P.Geol., President of CCPG presented this report to Council in the absence of Julie Aitken, P.Geoph.

- Oliver Bonham, P.Geo is the new CEO of CCPG and is operating out of an office in Burnaby, BC
- Dr. Hamid Mumin, P.Geo, the Director from Manitoba is the new President-Elect.
- Dr. Gordon Williams, P.Geol. has been chosen as the first recipient of the CCPG'S 2006 Canadian Professional Geoscience Award.

The President congratulated Brenda Wright, P.Geol. on becoming the new CCPG President during the coming year. He also thanked the Deputy Registrar, Al Schuld, P.Eng. and Administrative Assistant, Carolyn Deets as staff support to CCPG in the past before the hiring of Oliver Bonham, P.Geo.

### **3.3 President's Report**

The President presented his report to Council and highlighted the following items:

- Progress was made in terms of reciprocity at the Mobility Forum held on April 21, 2006.
- A PNWER conference will be held in Edmonton in July 2006.
- A fourth province has signed the full mobility agreement.
- Laura Wall, recipient of the CCPE Canadian Engineering Memorial Award attended the Council Dinner on June 21, 2006.
- The President, Dan Motyka, P.Eng. and Noel Cleland, P.Eng, have been inducted into the Canadian Academy of Engineers.

### **3.4 Joint Board of Practice**

Council discussed issues pertaining to the Joint Board of Practice.

**The Executive Committee will consider the issues and determine whether to conduct a review of the Joint Board of Practice.**

## **4. EXECUTIVE COMMITTEE REPORT**

### **4.1 June 21, 2006 Executive Committee Meeting**

The Executive Director highlighted the following items from this meeting:

- The Executive Committee concluded that there would be no need to take the ASET draft agreement to an Annual General Meeting after a mail ballot to the whole membership, although a report will be presented at the Annual General Meeting.
- Advertising for volunteers was discussed and is endorsed by the Executive Committee.
- The Labour Mobility Agreement between Alberta and British Columbia was discussed. It has been made clear to government that APEGGA supports mobility, but that engineers should be licensed in both jurisdictions so that all possible impediments may be removed.
- Plans for the PNWER Conference being held in Edmonton in July are ongoing. Reciprocity is now a key factor and a resolution is being drafted across borders.
- The Board of Examiners has decided that in addition to using confirmatory exams as it presently does to confirm academic credentials, examination candidates will also have the option of writing the U.S. FE exam.
- Issues regarding engineering concerns in Fort McMurray have been discussed with Government.

**MOVED BY C. DMYTRUK AND SECONDED BY J. PEIRCE**

**06-35**

***THAT the results of the mail ballot on the ASET agreement will be final and that the issue will not be submitted to an Annual General Meeting for a vote.***

**CARRIED UNANIMOUSLY**

## **5. STRATEGIC PLAN PRIORITIES**

### **5.1 Strategic Plan 2007-2016 and Priorities for 2007**

The President-Elect presented the revisions for the 2007-16 Strategic Plan as agreed at the Strategic Retreat and as subsequently proposed by the Executive Committee. There was some concern that some of the priorities were not captured.

**Trish Williams will forward the results of the priority setting exercise at the retreat.**

**The 2007 Strategic Plan will be finalized for the September meeting and once Council gives final approval will be placed on the APEGGA website.**

**MOVED BY N. TROVATO AND SECONDED BY D. WALTERS**

**06-36**

***THAT the recommendations be approved and incorporated into the revised Strategic Plan for approval at the September 22, 2006 Council meeting.***

**CARRIED UNANIMOUSLY**

## **5.2 2006 Strategic Plan Priorities and Business Plan Progress Report**

This will be a regular item on the Council agenda. The Executive Director presented a summary of the progress since the Strategic Retreat.

## **5.3 December Council Meeting**

This item was moved to the Council Caucus meeting.

# **6. STRATEGIC ISSUES & POLICY ISSUES**

## **6.1 ASET**

The Past-President, as Chair of the ASET negotiating team gave a verbal report to council.

Further to the Minister's letter on April 6, 2006 an initial meeting with ASET was held on May 11, 2006 to agree on how to proceed. It was agreed that a mediator be requested to facilitate the discussions and a joint APEGGA/ASET letter was forwarded to the Minister formally making this request. The appointment of the mediator, Mr. David Jones of the Edmonton law firm, De Villars Jones, was confirmed in June and the inaugural meeting of APEGGA, ASET and Mr. Jones will take place on Monday, June 26 with the second meeting taking place on August 23 and further meetings will be held in September.

It was also agreed that only joint communiqués would be released summarizing the progress being made.

## **6.2 Public Safety Issues – Where Do We Go**

This issue of highway safety originally raised by Councillor, Wim Veldman, P.Eng. at the December 8, 2005 Council meeting, was discussed at the Strategic Retreat.

Council agreed to set up a task force to develop the policy framework for the process and criteria for determining the public safety issues that should be addressed.

**Wim Veldman, P.Eng. will develop a flow chart on how to handle these issues for the September 21 Council meeting.**

**The Advocacy Task Force Reports and Council motions will be reviewed.**

## **6.3 Bluesky Discussion – Issues on The Horizon**

#### 6.3.1 Geoscientists' Issues

A Geoscience Liaison Committee has been formed with Dr. Peirce as Chair.

**The Practice Standards Committee was asked to review the Act, Regulations and By-laws with regard to stamping engineering and geoscience documents to determine whether they need to be updated to better reflect the reality of the workplace and bring recommendations back to Council.**

**The Executive Committee will consider the geoscientists' issues and bring comments back to Council at the September 21, 2006 meeting on how these issues may be addressed.**

**Dr. Peirce will revise his note based on the discussion and forward it to the Executive Committee for consideration and return it to the September Council meeting.**

It was noted that the geoscience community is trying to defragment itself by reformulating the Canadian Geoscience Council as the Canadian Geoscience Institute. It wants to be the voice of the geoscience community in Ottawa while CCPG has the same vision for itself.

#### 6.4 Geoscience Summit Award

Council was asked to consider a Summit Award for geoscientists in recognition of the geoscience community. It was noted that geoscientists can be nominated for the present awards. Staff is already working on some initiative to increase Summit nominations that include better promotion to the geoscience community.

**This matter will be forwarded to the Geoscience Liaison Committee for consideration. The committee will be responsible for procuring statistics on the present awards in relation to geoscientists and discuss with the Honours and Awards Committee what might be done to attain the appropriate representation of the geoscience community in the Summit Awards program. Recommendations will be brought back to council.**

### 7. *IN CAMERA SESSION*

#### 7.1 Investigative Committee Information Report

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

## **7.2 Practice Review Board**

### **7.2.1 Statistics and Continuing Professional Development Program**

Ray Chopiuk, P.Eng. presented this report to Council.

## **7.3 Compliance Information Report**

Dave Todd, P.Eng. presented this information report to Council.

## **8. REPORT FROM *IN CAMERA* SESSION**

There was no report from the *In-Camera* session.

## **9. APEGGA EDUCATION FOUNDATION PRESENTATION**

Andy Gilliland, P.Eng. President of the APEGGA Education Foundation and Dr. Dave Devenny, board member of the APEGGA Education Foundation presented the Foundation's five year Business Plan

The Foundation finds itself at an important milestone. From a very small flow-through fund in the past the plan calls for it to grow into a self sufficient organization capable of maintaining its activities in support of the education and development of future generations of APEGGA members. To do so required that the fund increase from its present capital base of \$900,000 to \$2,000,000 within five years. In order to do so APEGGA was requested to contribute an additional \$150,000 per year for each of the next five years.

***MOVED BY L. STAPLES AND SECONDED BY W. VELDMAN***

***06-37***

***THAT Council approve in principle the concept and direction displayed by the report from the APEGGA Education Foundation and refer the review of it to the Finance Committee to bring back to Council in September.***

After discussion this motion was then amended as follows:

***MOVED BY L. STAPLES AND SECONDED BY W. VELDMAN***

***06-38***

***THAT Council agree with the concept of exploring higher payments during certain periods of time such that the Education Foundation would become independent and that we would refer the document which was submitted today to the Finance Committee for comment and advice.***

After further discussion the Mover and Seconder for both the motion and amendment withdrew the motion and amendment.

***MOVED BY L. STAPLES AND SECONDED BY W. VELDMAN***

***06-39***

*THAT the report from the APEGGA Education Foundation be received for study.*

**CARRIED UNANIMOUSLY**

## **10. BRANCH REPORT**

Shiraz Kanji, P.Eng., Chair of the Edmonton Branch presented the Branch report to Council.

It was requested that the Branches report on “cool activities” that have occurred in the Branches between Council meetings.

## **11. COUNCIL COMMITTEE REPORTS**

### **11.1 Finance Committee**

#### **11.1.1 First Quarter Financial Report**

The Director Internal Affairs presented the three reports to Council.

**MOVED BY K. PORTEOUS AND SECONDED BY J. BECKETT**

**06-40**

*THAT the first quarter financial report be received as presented.*

**CARRIED UNANIMOUSLY**

#### **11.1.2 Investment Policy**

The key changes to the policy were highlighted, i.e. using a line of credit for emergency purchases, investing in higher risk, yet prudent equity investments to secure higher returns and a change in the way the reserve needs will be covered on the balance sheet.

**MOVED BY J. PEIRCE AND SECONDED BY C. DMYTRUK**

**06-41**

*THAT the investment policy be approved as presented.*

**CARRIED UNANIMOUSLY**

#### **11.1.3 Banking & Investment Services' Provider**

The five large chartered banks were asked for proposals. Four responded and were interviewed. Based on service and price it was recommended that APEGGA stay with RBC for both banking and non-pension investment services.

**MOVED BY J. PEIRCE AND SECONDED BY C.DMYTRUK**

**06-42**

*THAT the Royal Bank of Canada remain as APEGGA's provider of banking and non-pension investment services.*

**CARRIED UNANIMOUSLY**

## **11.2 Council Committee Assignments**

**MOVED BY J. PEIRCE AND SECONDED BY J. MCLEOD**

**06-43**

**THAT the Council committee assignments proposed by the President be accepted as presented.**

**CARRIED UNANIMOUSLY**

## **12. EXECUTIVE DIRECTOR REPORTS**

### **12.1 Practice Standards Committee**

#### **12.1.1 Guideline for the Management of Risk in Professional Practice**

This guideline is an update and replacement of the APEGGA document *Management of Risk in Professional Practice - A Guideline*, first published in 1989, to give a more thorough and up to date summary of the identification, assessment, and management of risks associated with the practice of engineering, geology, and geophysics.

**MOVED BY N. TROVATO AND SECONDED BY W. VELDMAN**

**06-44**

**THAT Council receive the "Guideline for Management of Risk in Professional Practice" for review.**

**CARRIED UNANIMOUSLY**

Comments on the guideline are to be forwarded to staff by August 15. It has been placed on the APEGGA website and also in the July issue of *The PEGG*.

#### **12.1.2 Guideline for the Selection of Engineering, Geological and Geophysical Consultants**

This document is an update and replacement of the APEGGA document *Selecting Engineering, Geological and Geophysical Firms - A Guideline*, November 1997. It was originally published in 1985, revised in 1989, and revised and expanded in 1997. This version updates the tone, format, language, and references and recognizes the direction given in other companion guidelines and practice standards.

**MOVED BY N. TROVATO AND SECONDED BY J. BECKETT**

**06-45**

**THAT Council receive the "Guideline for Selecting Engineering, Geological and Geophysical Consultants" for review.**

**CARRIED UNANIMOUSLY**

**Dr. John Peirce, P.Geoph. will procure feedback from the geoscience community on the guideline.**

### **12.2 CCPG IAMA Renewal Agreement**

This Agreement was initiated on May 27, 2001 for a five-year period.

The CCPG Board of Directors proposed that the signatories agree to a two-year extension of the existing Agreement. The proposal was brought to the May 2006 meeting of the CCPG Board of Directors, and the Meeting of Members in Saskatoon on May 27, 2006.

The agreement was signed by APEGGA's President and Executive Director.

**MOVED BY J. BECKETT AND SECONDED BY J. HOGG**

**06-46**

***THAT Council ratify the signing of the Extension Agreement on Mobility of Professional Geoscientists within Canada.***

**CARRIED UNANIMOUSLY**

### **12.3 Board of Examiners' Member Re-Appointments**

Under Section 15 of the EGGP Regulations, APEGGA Council appoints members to the Board of Examiners. Council was requested to approve the proposed appointment and re-appointments to the Board of Examiners for the terms included.

**MOVED BY N. TROVATO AND SECONDED BY W. VELDMAN**

**06-47**

***THAT Council approve the proposed appointment and reappointments of the named individuals to the Board of Examiners for the terms indicated.***

**CARRIED UNANIMOUSLY**

## **13. BOARD OF EXAMINERS' TASK FORCE**

The Vice-President who sat on this task force presented this report to Council.

Other members of this task force were Wim Veldman, P.Eng., Dr. Roger Toogood, P.Eng., Dr. Philippe Erdmer, P.Geol., Carol Moen, P.Eng., Harry Helwerda, P.Eng. and Terry Gunderson. Mark Tokarik, P.Eng. was the staff representative.

The final report included 56 recommendations relative to Board processes and policies. The recommendations fell into a number of categories.

Academic Assessment and proving qualifications were reviewed. It was recommended by the Task Force and accepted by the Board of Examiners that the Fundamentals of Engineering exam (FE Exam) be used as an alternative for internationally educated graduates writing confirmatory exams. This exam can now be written as many times as a person wishes until the person passes the exam. In addition, the Board of Examiners will no longer assign additional exams for failed confirmatory exams.

The issue of experience was also considered. One area the Board reviewed was whether to reduce the length of experience needed to waive confirmatory exams from ten years to six years, but the board determined the ten year requirement should be retained. A working group has been convened to modify the application materials candidates supply to provide better information regarding the work experience applicants have.

Process efficiency was also reviewed. A flow chart has been developed which identifies the time required at every step of the process. The Board will be implementing a number of changes to its processes to reduce the length of time taken to process applications for registration.

**The Director of Registration will develop an implementation plan.**

The professional practice exam will be waived for those people transferring to Alberta who were originally grandfathered in their home association without having to write the professional practice exam and who have been practicing as a licensed professional for ten years with a clean record.

***MOVED BY L. STAPLES AND SECONDED BY J. PEIRCE***

***06-48***

***THAT Council express formal thanks to the Board of Examiners' Task Force for a job well done.***

***CARRIED UNANIMOUSLY***

**14. ENGINEERING IN MAJOR PROJECTS INQUIRY**

APEGGA's Practice Review Board appointed a subcommittee to conduct an inquiry into engineering design practices in major projects in Alberta,

focusing on engineering not performed under the supervision and control of an Alberta-registered professional engineer. The report presented to Council outlined the scope of the inquiry, identified the procedures the subcommittee undertook to conduct the inquiry, presented the observations and conclusions of the inquiry and listed the recommendations stemming from those conclusions.

At its May 16, 2006 meeting, the Practice Review Board considered the report of its subcommittee. The Board agreed with the recommendations contained in the report and commended the subcommittee for its work.

Council had already received a PowerPoint presentation on the subject at its May 19, 2006 strategy meeting. As required by the *Engineering, Geological and Geophysical Professions Act*, the Board presented its formal report to Council with respect to the inquiry.

**MOVED BY D. WALTERS AND SECONDED BY J. BECKETT**

**06-49**

***THAT Council accept the Practice Review Board on Outsourced Engineering in Major Alberta Projects.***

**CARRIED UNANIMOUSLY**

Implementation of the Practice Review Board's recommendations was left with the Director of Professional Practice to take up with the Practice Standards Committee and others as required.

**15. ADJOURNMENT**

The meeting was adjourned at 4:05 p.m.