

**APPROVED**

**COUNCIL MEETING**  
**Thursday, September 16, 2004**  
**D.A. Lindberg Conference Centre**  
**Edmonton, Alberta**

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**MINUTES**

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**PRESENT**

<b>President</b>	Linda Van Gastel, P.Eng.
<b>President Elect</b>	Larry Staples, P.Eng.
<b>Vice President</b>	Dave Chalcroft, P.Eng.
<b>Past President</b>	Mike Smyth, P.Eng.
<b>Councillors</b>	Julie Aitken, P.Geoph. Chrys. Dmytruk, P.Eng. Kim Farwell, P.Eng. Darcie Greggs, P.Geol. Jack Hole, P.Eng. Barbara Howes, P.Eng. Ian McIlreath, P.Geol. John Moldon, P.Eng. John Peirce, P.Eng. Jane Tink, P.Eng. Nick Trovato, P.Eng.
<b>Public Members</b>	Hugh Planche
<b>CCPE Director</b>	Dale Miller, P.Eng.
<b>CCPG Director</b>	Brenda Wright, P.Geol.
<b>Branch Observers</b>	Andrew Poole, P.Eng. Roy Roth, E.I.T. Vic Saari, P.Eng. Ian Squires, P.Eng. Sheldon Stark, P.Eng.

**Staff**

Neil Windsor, P.Eng.  
Ray Chopiuk, P.Eng.  
Penny Colton, P.Geoph.  
George Lee  
Lianne Lefsrud, P.Eng.  
Ross Plecash, P.Eng.  
Al Schuld, P.Eng.  
Len Shrimpton, P.Eng.  
Philip Mulder, APR  
Milt Petruk, P.Eng.  
Dave Todd, P.Eng.  
Nancy Toth, MA  
Trish Williams  
Sue Roberts-Jewell

**ABSENT**

**Councillors**

Wim Veldman, P.Eng.

**Public Members**

Larry Ohlhauser  
Norm Wagner

**CCPE Director**

Darrel Danyluk, P.Eng.

**CCPG Director**

Gordon Williams, P.Geol.

**1. CALL TO ORDER**

The meeting was called to order at 8:30 a.m. The President, Linda Van Gastel, P.Eng. Chaired the meeting and the Executive Assistant, Trish Williams recorded the minutes.

**2. APPROVAL OF AGENDA**

*MOVED AND SECONDED* *04-56*

*That Council approve the agenda with the recommended added items.*

*Carried*

**3. CONSENT AGENDA**

*MOVED AND SECONDED* *04-57*

*THAT the consent agenda be approved as presented.*

*Carried*

**4. BUSINESS ARISING FROM THE MINUTES**

**4.1 CCPE Licensure Uptake Report**

Len Shrimpton, P.Eng. presented this information report to Council clarifying the differences between the uptake rates quoted by CCPE in its survey initially released in December 2003 and the uptake rates quoted by APEGGA.

**4.2 Electronic Voting**

Al Schuld, P.Eng. presented his report to Council. As requested at the June Council meeting, this matter has been placed on the Act, Regulations and Bylaws Committee agenda and advice has been sought from legal counsel. The committee will progress under the assumption that members can choose how they participate in the election, with either paper or electronics, and further updates will be brought to Council.

**Mr. Schuld with the aid of the Act, Regulations and Bylaws Committee, will continue to work on the proposed amendments to the Bylaws which will permit election voting to take place via the internet and to explore the technology that will enable this to work.**

**Mr. Schuld, with the aid of the Act, Regulations and Bylaws Committee, will also look at Bylaw 37 regarding membership voting by mail as to whether this Bylaw needs to be amended in order to enable the voting to be done via the internet.**

Council agreed that governance issues were involved in this matter **and the Governance Committee was asked to identify these issues and bring recommendations back to Council.**

The Executive Committee was asked to consider the possibility of twinning the Annual General Meeting each year electronically between Edmonton and Calgary, or possibly three or four cities.

## **5. EXECUTIVE COMMITTEE REPORT**

### 5.1 September 15, 2004 meeting of the Executive Committee

The Executive Director reported on the June 23, 2004 Executive Committee meeting.

Council was informed that the 2005 Strategic Retreat would be held at a modest venue with a smaller group of attendants than usual, using a more focused approach on strategy.

## **6. COUNCIL COMMITTEE/TASK FORCE REPORTS**

### 6.1 Insurance Review Task Force

In April, Council approved the recommendations from the task force and asked staff to prepare an implementation plan for approval at the September Council meeting. The Insurance Review Task Force agreed to provide advice during the plan's preparation. The Vice President, Chair of the Insurance Review Task Force presented this implementation plan and recommended its adoption.

**MOVED AND SECONDED**

**04-58**

***That Council approve and adopt the implementation plan as presented.***

***Carried***

**The Insurance Review Task Force will communicate with stakeholders over the next few months and bring back at an appropriate time, the feedback and recommendation from the task force on this issue to Council.**

## 6.2 Strategic Planning Task Force

The President Elect, Chair of the Strategic Planning Task Force presented his report to Council.

Ideas and statements are being progressively compiled into a working draft of the strategic plan. **A consultation plan will be brought to Council in November for approval. There will then be a progress report in April, 2005 which will be used as a platform for the Strategic Retreat in May, 2005, with the goal of bringing the final document to Council in June 2005 for approval.**

There will be Council briefings in October and November, 2004. **The dates of the meetings will be emailed to Council by the Executive Director.**

## 6.3 Regulatory Task Force

The Regulatory Task Force terms of reference were circulated to Council. A draft report indicating how APEGGA functions in a regulatory manner will be presented to Council at the November Council meeting.

The Regulatory Task Force members are as follows:

Kim Farwell, P.Eng., Chair, John Moldon, P.Eng., Al Schuld, P.Eng., Mike Smyth, P.Eng., Jane Tink, P.Eng., Linda Van Gastel, P.Eng., Wim Veldman, P.Eng., and Darrel Danyluk, P.Eng., National Consultant.

## 6.4 Working Groups One and Two

Linda Van Gastel updated Council on the emerging two core issues in respect to inclusivity as follows:

- It is a difficult issue to implement.
- The compelling case for change has not been made.

Two working groups have been formed to deal with these issues as follows:

- Working Group One to deal with implementation
- Working Group Two to deal with the compelling case for change.

The Working Group One has met once over the summer with members of the Board of Examiners on this issue and the group is comprised as follows:

Linda Van Gastel, P.Eng., Larry Staples, P.Eng., Neil Windsor, P.Eng., Al Schuld, P.Eng., Mark Tokarik, P.Eng., Neil O'Donnell, P.Eng., P.Geol., Philippe Erdmer, P.Geol., Carol Moen, P.Eng. and Roger Toogood, P.Eng.

The Working Group Two met twice over summer and the group is comprised as follows:

Linda Van Gastel, P.Eng., Dave Chalcroft, P.Eng., Darcie Greggs, P.Geol., John Moldon, P.Eng., Larry Ohlhauser, Mike Smyth, P.Eng., Wim Veldman, P.Eng. and Neil Windsor.

The Vice President, as Chair of Group Two recommended that **Group Two develop a progress report and invite feedback from members.** Working Group Two would be the conduit for putting forward ideas and receiving feedback from the members without Council stepping into an entrenched position on any idea. It was agreed that discussion would be preferable to endorsement on this issue at this time.

**MOVED AND SECONDED**

**04-59**

***That Group Two be authorized to consult with the members on the consultation proposal as suggested by the Chair.***

***Carried***

## 6.5 Finance Committee

Copies of the APEGGA statement of operations were circulated to Council.

Every year members of Council are invited to join the Finance Committee to review the budget and other issues. **The President invited those Councillors interested to put forward their names.** A report on the functioning of the Finance Committee and on the

state of the management of finances with APEGGA by Bruce Childs, CA will be brought to Council at the November 25 meeting.

## **7. EXECUTIVE DIRECTOR REPORTS**

### **7.1 Branding**

The Executive Director presented a status update on the brand strategy including the visual identity of the logo and tag lines.

**MOVED AND SECONDED**

**04-60**

***That Council approve the recommended procedure for developing proposed logos and tag lines and for receiving member input on the proposed and existing logo and taglines.***

***Carried***

### **7.2 Business Plan**

The Executive Director presented the draft Business Plan. Council was requested to confirm that the Business Plan was a reflection of Council policies and advised that the Business Plan drives the Budget.

**MOVED AND SECONDED**

**04-61**

***That Council approve in principle the business plan as presented.***

***Carried***

**The Business Plan will be brought back to Council in November with the Budget to be approved.**

**Council requested that the Executive Director include in his annual report to Council how the Business Plan was implemented through the year.**

**The six performance measures that Council requested at the June Council meeting are presently being worked on.**

### **7.3 Board of Examiners**

### 7.3.1 Dates of Upcoming Board of Examiners Meetings

The President encouraged Council members to attend the Board of Examiners' meetings and requested them to **inform the Director Registration which meetings they would be attending.**

### 7.3.2 Board of Examiners Appointments and Re-appointments

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

**MOVED AND SECONDED** **04-62**

***That Council approve the proposed appointments and re-appointments of the named individuals as members of the APEGGA Board of Examiners for the terms indicated.***

***Carried Unanimously***

## 7.4 Council & Committee Roster

The draft 2004-2005 Council and Committee Roster was circulated to Council.

**MOVED AND SECONDED** **04-63**

***That Council approve the committee chairs as presented in the roster.***

**CARRIED**

## 7.5 Member Services – Fuel Discount Program

Ross Plecash, P.Eng. presented his report to Council recommending the acceptance of Imperial Oil's Fleet Card Fuel Discount Program as a new member service.

**MOVED AND SECONDED** **04-64**

*That APEGGA accept Imperial Oil's Fleet Card Fuel Discount Program as a new Member Service and to use appropriate means to make APEGGA members aware of the plan that is subsequently available.*

**CARRIED**

7.6 Practice Standards Committee  
7.6.1 Concepts of Professionalism

Lianne Lefsrud, P.Eng. presented the further revised document to Council.

**MOVED AND SECONDED**

**04-65**

*That Council approve the Concepts of Professionalism for publication, subject to editorial changes.*

**CARRIED**

7.7 Alberta Recycling Management Authority Appointment

Al Schulz, P.Eng. is currently serving as the APEGGA representative to the Alberta Recycling Management Authority. The term of his appointment expires at the ARMA Annual General Meeting of Members on November 3, 2004.

**MOVED AND SECONDED**

**04-66**

*That Council approve the reappointment of Al Schulz, P.Eng. as the APEGGA representative as Director to the Alberta Recycling Management Authority Board for a three-year term.*

**CARRIED UNANIMOUSLY**

7.8 Edmonton Lease

Presented to Council for information. After reviewing other potential leasing options, lease negotiations with Scotia Place landlords have been concluded successfully and the Leasing Proposal document has been signed by the Executive Director

7.9 Canadian EMF Engineer Register

The Engineering Mobility Forum (EMF) Engineer Register is an initiative to facilitate the mobility of engineers within the Washington Accord signatory economies and within a number of other economies.

**MOVED AND SECONDED**

**04-67**

*That access to the EMF Engineer Register be made available to APEGGA members in a manner parallel to the APEC Engineer Register.*

**CARRIED UNANIMOUSLY**

#### 7.10 PNWER Signed Resolution For Licensing of Engineers

A Resolution entitled "A Resolution Concerning Licensing of Engineers in the Pacific Northwest Economic Region" was signed on July 14, 2004, during the PNWER Conference held in Victoria, B.C. The resolution enhances the possibility that mutual recognition of professional engineers within the region will someday become a reality. It encourages the jurisdictions involved to gain unto themselves the legislated authority to make certain decisions regarding reciprocity of professions.

**MOVED AND SECONDED**

**04-68**

*That the report concerning the signing of the Resolution Regarding Licensing of Engineers in the Northwest Economic Region be received for information.*

**CARRIED**

The President and President Elect commented that the Executive Director is greatly respected as a leader amongst the organizations involved with PNWER.

### **8. BRANCH REPORT**

Andrew Poole, P.Eng., Chair of the Central Alberta Branch presented the Branch report to Council.

### **9. OTHER BUSINESS**

#### 9.1 Items from Consent Agenda

There were no items to discuss from the consent agenda.

#### 9.2 CCPE 2006-2008 Strategic Stakeholder Survey

This document was circulated to Council. In preparing for the CCPE Strategic Planning session to be held at the October Board meeting, the CCPE Board of Directors has requested that comments be forwarded on the existing strategic plan and on the strategic issues that need to be addressed in the future.

**Council members were requested to email their comments to the President within the next two weeks and the feedback would be provided to CCPE.**

## **IN CAMERA MEETING**

### **10. IN-CAMERA REPORTS**

#### 10.1 Investigative Committee Information Report

Al Schuld, P.Eng. presented the Investigative Committee information report.

Council was informed that Stewart McIntosh, P.Eng., formally the Director in charge of the Investigative Committee had now retired, and that until a replacement Director has been employed, the Deputy Registrar and the Director Professional Practice, would oversee this department.

Council was also informed that Public Member, Phil Lulman has stepped down due to health reasons and that a new public member would be reappointed.

#### 10.2 Practice Review Board Information Report

Ray Chopiuk, P.Eng. presented the Practice Review Board information report.

#### 10.3 Letters to the Editor

Council discussed the issue of letters forwarded to the Editor of *The PEGG*.

### **11. REPORT FROM IN-CAMERA MEETING**

There was no report from the in-camera meeting.

### **12. STRATEGIC ISSUES**

#### 12.1 Technologists Strategy

The Past President and then the President led Council in discussion on this issue, incorporating the power point presentation employed at the 2004 Strategic Retreat.

The Strategic Planning Task Force will consider strategy and goals on this topic at their meetings and further discussions will be held.

**13. ADJOURNMENT**

The meeting adjourned at 3:35 p.m.

**14. COUNCIL CAUCUS**

A Council Caucus was held at the conclusion of the Council meeting.