



*APPROVED*

**COUNCIL MEETING**  
September 21, 2006  
D.A. Lindberg Conference Centre  
Edmonton, Alberta

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## **MINUTES**

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### **PRESENT**

<b>President</b>	Dave Chalcroft, 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. Judith Lentin, P.Geol. Dr. John Peirce, P.Geoph. Marc Sabourin, P.Eng. Jim Smith, P.Eng. Kim Sturgess, P.Eng. Jane Tink, P.Eng. Wim Veldman, P.Eng. Dick Walters, P.Eng.
<b>Public Members</b>	Bill Grace, FCA
<b>CCPE Directors</b>	Dan Motyka, P.Eng. Linda Van Gastel, P.Eng.
<b>CCPG President</b>	Brenda Wright, P. Geol.
<b>CCPG Director</b>	Julie Aitken, P.Geoph.
<b>Branch Observers</b>	Sloane Dieken, P.Eng. Anil Gupta, P.Eng. Brad Howe, P.Eng. Cal Koskovich, P.Eng. Michael Lawal, P.Eng. Dylan Miles, P.Eng.
<b>Staff</b>	Neil Windsor, P.Eng. Tim Cartmell, P.Eng.

Ray Chopiuk, P.Eng.  
George Lee  
Lianne Lefsrud, P.Eng.  
Pat Lobregt  
Philip Mulder, APR  
Milt Petruk, P.Eng.  
Ross Plecash, P.Eng.  
Gary Reavie, CMA  
Al Schuld, P.Eng.  
Len Shrimpton, P.Eng.  
Dave Todd, P.Eng.  
Trish Williams

**Observers**

Darshan Dhillon, E.I.T.  
Connie Parenteau, P.Eng.

**REGRETS**

**Councillors**

Nick Trovato, P.Eng.

**Public Members**

Gary Campbell, QC  
Dr. Larry Ohlhauser

**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 Council and introduced Darshan Dhillon, E.I.T. as an observer for the meeting.

The President congratulated Dylan Miles, P.Eng., Chair, Fort McMurray Branch for recently receiving his professional engineer designation. An induction ceremony for Mr. Miles will be conducted during the President's Visit in the near future.

The President also thanked staff for organizing the dinner at the Royal Mayfair Golf and Country Club on the evening of June 20.

The following items were added to the agenda:

- 3.2 Geoscience Award
- 7.3 Discipline Committee Information Report

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

***06-52***

***THAT Council approve the agenda as amended.***

***CARRIED UNANIMOUSLY***

**2. CONSENT AGENDA**

Items 2.1 and 2.2.4 were moved from the consent agenda to item 3.

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

***06-53***

***THAT the Council consent agenda be approved with the removal of items 2.1 and 2.2.4 for further discussion.***

***CARRIED UNANIMOUSLY***

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

**3.1 Executive Committee Recommendations Re: Proposal from the Education Foundation**

The APEGGA Education Foundation presented its 5 year business plan to Council in June. It requested contributions from APEGGA of \$207,000 (plus \$35,000 from the Summit Awards) annually for each of the next 5 years to support existing scholarships and to build the endowment base to enable it become self-sufficient thereafter. This represents an increase

of \$150,000 per year. The Executive Committee agreed to consider the request.

The Executive Committee feels that the Education Foundation business plan does not sufficiently acknowledge the need to raise more funds on its own and recommends that this be rectified, allowing the Education Foundation to become self-sufficient within a period of time. The Executive Committee proposes that the Association fund the Foundation with approximately \$92,000 for each of the next four years, and then phase it out over the following four years. There would be no contributions from Summit Award sales.

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

**06-54**

***THAT Council financially support the Education Foundation with contributions of \$92,000 for the years 2007 to 2010, \$73,600 in 2011, \$55,200 in 2012, \$36,800 in 2013, \$18,400 in 2014 and zero thereafter.***

The following amendment was ruled out of order due to being too complex.

***THAT Council financially support the Education Foundation with contributions for the next two years only of \$92,000 and that the Education Foundation work with a Council foundation task force in developing a Business Plan.***

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

**06-55**

***THAT this issue be referred to a Council task force which would report to Council in December with recommendations on how to proceed in the future.***

**DEFEATED (7 IN FAVOUR – 8 OPPOSED)**

The following amendment was

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

**06-56**

***THAT Council financially support the Education Foundation with contributions of \$92,000 for the years 2007 and 2008 only.***

**DEAFEATED (4 IN FAVOUR – 9 OPPOSED)**

Motion 06-54 was then voted upon and was

**CARRIED (9 IN FAVOUR – 4 OPPOSED – 1 ABSTENTION)**

### **3.2 Geoscience Award**

This item will be on the agenda of the new Geoscience Committee which is still to be named and will hold its inaugural meeting in the near future.

### **3.3 Honours And Awards Committee**

Clarification was provided in areas of this report.

**MOVED BY M. SABOURIN AND SECONDED BY C. DMYTRUK** **06-57**

***THAT the Honours and Awards Committee report be approved as presented.***

**CARRIED UNANIMOUSLY**

Councillors were encouraged to forward nominations for the Summit Awards to the Honours and Awards Committee and a list of previous winners was circulated.

### **3.4 June 22, 2006 Council Minutes**

**MOVED BY D. WALTERS AND SECONDED BY J.BECKETT** **06-58**

***THAT the June 22, 2006 Council minutes be approved as presented with one minor change.***

**CARRIED UNANIMOUSLY**

## **4. EXECUTIVE COMMITTEE REPORT**

### **4.1 September 20, 2006 Executive Committee Meeting**

The Executive Director highlighted the following items from this meeting.

- Concerns were raised regarding secondary professional liability insurance. More information is needed before a formal recommendation is made. Representatives from CCPE will attend the Executive Committee meeting in December to provide more detailed information. A formal recommendation will be brought to Council at the February 22 Council meeting.
- A thorough discussion on the ASET issue took place. It was determined that instead of adding a half day on to the December Council meeting for Council to discuss this issue the Committee would suggest that Council meet on November 21, 2006 for a full day discussion.
- A proposal from the proposed Alberta Society of Professional Engineers was reviewed.
- An update on Bill 10 which is an amendment to the Act which allows full membership rights for registered professional technologists was provided. This Bill has been proclaimed by government, however, changes to the Regulations are presently still being processed and will require approval by Cabinet before Bill 10 becomes effective.
- Discussions on the RPT stamp were deferred until a future date to be determined.

- The proposals of NAIT and SAIT to develop bachelor degrees were discussed. The Executive Director has met with the Presidents of both institutions to clarify the intentions and express concern. A meeting with the President of Mount Royal College will also be requested as the college is developing a degree in geology.
- The President, Executive Director and Past President, Darrell Danyluk, P.Eng. attended the annual meeting of the National Council of Examiners for Engineers and Surveyors (NCEES) in Alaska and progress is being made on mobility issues.

## **5. COUNCIL COMMITTEE REPORTS**

### **5.1 Finance Committee**

#### **5.1.1 Investment Policy**

At the June Council meeting, a new investment policy was approved. The Finance Committee would like to amend that policy by moving the sections on the reserve to a separate policy. The reserve policy is what determines, at least in part, the size of our investment portfolio and the investment policy then flows from the reserve policy.

**MOVED BY K. STURGESS AND SECONDED BY K. PORTEOUS**

**06-59**

***THAT the revised investment policy be approved as presented.***

**CARRIED UNANIMOUSLY**

**It was requested that changes contained in future documents would be marked in red.**

#### **5.1.2 Reserve Policy**

Concern was expressed regarding the wording and reserve allocation using the "Monte Carlo" method of establishing probabilities and it was recommended that the Finance Committee reword the policy to offer a higher level of comfort in its approval.

**MOVED BY K. STURGESS AND SECONDED BY J. PEIRCE**

**06-60**

***THAT the reserve policy be approved as presented.***

**DEFEATED (4 IN FAVOUR – 8 OPPOSED)**

#### **5.1.3 2<sup>nd</sup> Quarter Financial Report**

This report was presented for review.

#### **5.1.4 Audit Committee**

- The firm of Kingston Ross Pasnak has been reapproved as auditors for 2006.
- The causes of the cost overrun which occurred this past year have been identified. These difficulties have been overcome for the coming year and there will be stabilization of the costs involved.
- Meetings have been scheduled for the rest of 2006 to ensure the financial statements are audited in time for the Annual Report.

## **5.2 Strategic Planning Committee – Strategic Plan 2007-2016**

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

*06-61*

*THAT the Strategic Plan 2007 – 2016 be approved as presented.*

*CARRIED UNANIMOUSLY*

## **5.3 Board of Examiners Policy Review Task Force**

- At the June 2006 APEGGA Full Board of Examiners meeting, the Full Board considered the recommendations contained in the Final Report of the Board of Examiners Policy Review Task Force. The report to Council advised of the changes to Board of Examiners policies and practices arising from the June 2006 meeting.
- On December 8 the Full Board of Examiners will review the remaining recommendations of the Policy Review Task Force along with recommendations from the Experience Examiners Committee and the Academic Examiners Committee.
- In October ten people are will be writing the FE Exam as a confirmatory exam for the Board showing this option to be well received.
- Staff and Board procedures and timelines have been reviewed and changes have been implemented to more streamline the process.
- An ad was placed in the September issue of *The PEGG* requesting more volunteer board members.

## **6. EXECUTIVE DIRECTOR REPORTS**

### **6.1 2006 Business Plan Indicators**

This document updated Council on the progression of the Business Plan indicators.

### **6.2 2007 Business Plan**

The Business Plan was presented to Council.

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

*06-62*

*THAT the Business Plan be received as presented.*

**CARRIED (11 IN FAVOUR – 2 OPPOSED)**

The Business Plan will be approved when the 2007 budget has been finalized.

### **6.3 Practice Standards Committee**

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

The purpose of this guideline is to introduce professional members to the assessment and management of the risks specific to their professional practice. Whether the professional member is a consultant and his or her practice is a sole proprietorship or if the member is a vice-president of operations for a mid-sized oil and gas company – the risk management principles are the same.

**MOVED BY W. VELDMAN AND SECONDED BY J. PEIRCE**

**06-63**

*THAT Council approve the “Guideline for Management Risk in Professional Practice” subject to editorial changes.*

**CARRIED UNANIMOUSLY**

#### **6.3.2 Guideline for Selecting Engineering, Geological and Geophysical Consultants**

This guideline presents a recommended process to assess and select a consultant. The consultant selection process described within the guideline can be adapted to any type or scope of assignment.

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

**06-64**

*THAT Council approve the “Guideline for Selecting Engineering, Geological and Geophysical Consultants” subject to editorial changes.*

**CARRIED UNANIMOUSLY**

### **6.4 Environment Committee**

#### **6.4.1 Regulatory Changes for Reclamation & Remediation Certificates**

Effective, October 1, 2005, Alberta Environment changed their regulations to include the concept of professional sign-off for Reclamation and Remediation Certificates. Since that time, Alberta Environment established two advisory committees. The

first committee defined the competencies required to do reclamation and remediation work. The second committee recommended who should sign-off on that work.

Over the last several years a subcommittee of the APEGGA Environment Committee has been reviewing this issue. In June recommendations were forwarded to the Deputy Minister of Alberta Environment regarding sign-off requirements and a response is being awaited.

**MOVED BY L. STAPLES AND SECONDED BY K. PORTEOUS**

**06-65**

***THAT Council endorse the regulatory and policy changes to include Professional Sign-off on Reclamation and Remediation Certificates and communicate these initiatives to our members and permit holders.***

**CARRIED UNANIMOUSLY**

**6.4.2 Draft Joint Practice Standard “Professional Responsibilities in Completion and Assurance of Reclamation and Remediation Work in Alberta”**

This is a new practice standard - intended to define the professional and ethical responsibilities of professional members in the completion and assurance of reclamation and remediation work in Alberta.

Recognizing the interdisciplinary nature of remediation and reclamation work, this practice standard has been jointly developed by the Alberta Institute of Agrologists; Alberta Society of Professional Biologists; Association of the Chemical Profession of Alberta; Association of Professional Engineers, Geologists and Geophysicists of Alberta; College of Alberta Professional Foresters; and the College of Alberta Professional Forest Technologists.

**At the December 7 Council meeting Council will address specifically that it is the task force’s position that Alberta Environment staff who review and audit the work of professional members should be professional members themselves, or at least be competent practitioners who are supervised by professional members. That is currently not the case.**

**MOVED BY J. LENTIN AND SECONDED BY M. SABOURIN**

**06-66**

*THAT Council receive the "Professional Responsibilities in Completion and Assurance of Reclamation and Remediation Work in Alberta – Joint Practice Standard" for review.*

**CARRIED UNANIMOUSLY**

**This report will be brought to Council once more in December for approval after being circulated to stakeholders and being placed on the website for review.**

#### **6.4.3 Memorandum of Understanding to Establish a Joint Environmental Professional Practice Board.**

The Remediation and Reclamation Sign-Off Advisory Committee recommended to the Deputy Minister of Alberta Environment that a Joint Mediation Board be established to provide a shared accountability mechanism to meet public accountability requirements.

The Memorandum of Understanding provides the mechanism by which this Board would be created.

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

**06-67**

*THAT Council approve the "Memorandum of Understanding to Establish the Joint Environmental Professional Practice Board" subject to minor editorial changes.*

**CARRIED UNANIMOUSLY**

#### **6.5 Council & Committee Roster**

**Chrys. Dmytruk's name will be added to the Governance Committee.**

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

**06-68**

*THAT Council approve the appointments and reappointment for the terms specified in the 2006-2007 Council and Committees Roster for all proposed members of the*

- *Appeal Board*
- *Board of Examiners*
- *Discipline Committee*
- *Investigative Committee*
- *Practice Review Board*

**CARRIED UNANIMOUSLY**

### **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 Discipline Committee Information Report**

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

**7.4 August 22, 2006 *In-Camera* Council Meeting Minutes**

Council reviewed these minutes.

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

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

06-69

*THAT Council approve the August 22, 2006 "In-Camera" Council meeting minutes.*

*CARRIED UNANIMOUSLY*

**9. STRATEGIC PLAN PRIORITIES**

No strategic plan priorities were discussed.

**10. STRATEGIC & POLICY ISSUES**

**10.1 ASET Discussion**

This discussion was held *In-Camera*.

**10.2 Public Safety Issues – Where Do We Go?**

In 2005 there were accidents on the Deerfoot Trail in Calgary due to lack of median divides in certain sections. Council was asked whether APEGGA should have a role in assessing this and similar problems when it was believed that a public safety issue is involved in an engineering or geoscience design.

Councillor, Wim Veldman, P.Eng., provided the following to Council for review:

- Consideration memo.
- Flow chart to determine whether a Public Safety Issue exists.

- A sample letter/follow-up to an apparent design shortfall which has resulted in a recognized public safety issue on Calgary's Deerfoot Trail.

Council discussed this issue on how this matter should be best addressed.

It was noted that within the APEGGA investigative process a mechanism may already exist as complaints can be lodged and experts hired to deal with problems such as this.

**The Executive Committee will create a task force and report to Council with recommendations on how to address professional issues identification and response per 2007 Business Plan (Page 5, Item 5).**

### **10.3 Bluesky Discussion – Issues On The Horizon**

#### **10.3.1 Geoscientists' Issues**

The new APEGGA Geoscience Committee will be holding its inaugural meeting on September 25 when a "draft terms of reference" will be presented.

John Peirce, P.Geoph., Chair of this committee presented a power point presentation on statistics and recommendations from the APEGGA Geoscience Liaison Group in 2000.

Suggested issues for the future committee to deal with are:

- Registration – Have we made progress in the last five years? and in which demographic groups?
- Communications – More still needed.
- Mobility – Multi-jurisdictional registration.
- Technical Societies – More contact.

Council expanded on these issues to give direction to the task force.

### **11. REPORT FROM CCPE EXECUTIVE/DIRECTOR**

Dan Motyka, P.Eng. presented a verbal report to Council.

### **12. REPORT FROM CCPG PRESIDENT/DIRECTOR**

Julie Aitken, P.Geoph. presented this report to Council.

The CCPG President and APEGGA CCPG Director are invited to attend the inaugural meeting of the newly formed APEGGA Geoscience Committee.

**13. BRANCH REPORT**

Dr. H. Hasan Rizvi, P.Eng. presented the Branch report to Council.

**14. ADJOURNMENT**

The meeting adjourned at 2:30 p.m.