

**APPROVED**

**COUNCIL MEETING**  
**Thursday, November 28, 2002**  
**D.A. Lindberg Conference Centre**  
**APEGGA Office**  
**Edmonton, Alberta**

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## **MINUTES**

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### **PRESENT**

<b>President</b>	Ron Tenove, P.Eng.
<b>1<sup>st</sup> Vice President</b>	Mike. Smyth, P.Eng.
<b>2nd Vice President</b>	Andy Gilliland, P.Eng.
<b>Past President</b>	Dale Miller, P.Eng.
<b>Councillors</b>	Nima Dorjee, P.Eng. Shawn Morrison, P.Eng Dr. Peter Putnam, P.Geol. Paula Harding, P.Eng. Mike Koziol, P.Eng. Nick Trovato, P.Eng. Julie Aitken, P.Geoph. Jack Hole, P.Eng. Dr. Ian McIlreath, P.Geol. Dr. John Moldon, P.Eng.
<b>Public Members</b>	Hugh Planche Dr. Norman Wagner Judy Williams
<b>CCPE Directors</b>	Dr. Fred Otto, P.Eng. Darrel Danyluk, P.Eng.
<b>CCPG Director</b>	Bob Comer, P.Geoph.
<b>CCPG Executive</b>	Dr. Gordon Williams, P.Geol.

**Branch Observers**

Steve Wyton, P.Eng.  
Peter Stevens, P.Eng.  
Kim Farwell, P.Eng.  
Andrew Wright, P.Eng.  
Adam McDonald, E.I.T.  
Mary Ann Byrd, P.Eng.  
Lisa Hall, P.Eng.  
Trent Cherry, P.Eng.

**Staff**

Neil Windsor, P.Eng.  
Al Schuld, P.Eng.  
Ray Chopiuk, P.Eng.  
Stewart McIntosh, P.Eng.  
Ross Plecash, P.Eng.  
Len Shrimpton, P.Eng.  
Dave Todd, P.Eng.  
Mark Tokarik, P.Eng.  
George Lee  
Ginny Nicholson  
Carolyn Deets  
Trish Williams

**Presenters**

Dave Rumbold, P.Eng.  
Al Schulz, P.Eng.

**ABSENT**

**Councillors**

Ron Triffo, P.Eng.  
Rob Stewart, P.Geoph.

## **1. CALL TO ORDER**

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

## **2. ADOPTION OF AGENDA**

The agenda was adopted as presented with the addition of the following items:

- 3.4 Honours & Awards Committee Report
  - Summit Awards Recommendations
- 6.1 AEDA Appointment – Ron Triffo, P.Eng.
- 7.3 Naming of the Calgary Conference Centre
- 8.6 MOU on Discipline and Enforcement
- 9.6 Geoscience Liaison Group Meeting
- 10.2.1 Presidents' Meeting at CCPE
- 10.2.2 Staff Officers' Meeting
- 13.3 PNWER
- 13.4 Information Registry

## **IN CAMERA MEETING**

## **3. IN CAMERA REPORTS**

### **3.1 Investigative Committee Information Report**

Stewart McIntosh, P.Eng. presented the Investigative Committee information report.

### **3.2 Practice Review Board Information Report**

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

### **3.3 Appeal Board – A.J. Rensaa**

Al Schuld, P.Eng. presented the Appeal Board report to Council. This appeal hearing will most likely take place in spring 2003. The outcome will be published at the conclusion of the appeal.

### **3.4 Honours and Awards Committee Report**

The report was discussed in-camera due to the presence of one of the nominees and a recommendation subsequently brought to full Council.

## **PUBLIC MEETING**

### **4. COUNCIL MINUTES SEPTEMBER 13, 2002**

**MOVED AND SECONDED**

**02-047**

***THAT the Minutes of September 13, 2002 be approved as presented.***

**CARRIED**

### **5. BUSINESS ARISING**

#### **5.1 Microsoft MCSE Issue – Public Members report**

##### **5.1.1 Letter from Hon. C. Dunford**

A letter was received from Minister Dunford in response to a letter sent to him by the Public Members on Council indicating their concern that some compliance cases are not being decided in our favour. The Minister supported APEGGA's actions in bringing such cases to the Courts and of appealing a particular case to the Alberta Court of Appeal.

##### **5.1.2 Meeting with Hon. C. Dunford**

The public members reported on their meeting with the Minister of Human Resources and Employment. The main points of discussion during the meeting were:

- Concern about the issue of non-professionals using the term “engineer” in their title and companies using the term illegally in company names.
- Suggested another meeting after the appeal is heard.
- The Minister predicted that we will see more areas where specialization or certification is requested
- Pressure to integrate foreign trained persons into the workforce

- Would appreciate any support APEGGA can offer regarding ways of meeting the predicted skills shortage and expediting certifications required, the possibility of a “green paper” was discussed
- Strongly supports APEGGA’s mobility initiatives
- APEGGA should be pro-active and could assist the Minister in his efforts to deal with professional associations

At the conclusion of the meeting, the Hon. Clint Dunford attended Council briefly, brought greetings from Government and reaffirmed his support of APEGGA issues.

**The Licensure Task Force will discuss the recommendation by the Minister of a Green Paper and report to Council in due course.**

## **6. PLANNING & POLICY**

### **6.1 AEDA Appointment – Ron Triffo**

Ron Triffo, P.Eng. has been appointed as Co-Chair for AEDA and will be invited to report on his responsibilities at the next Council meeting.

### **6.2 Communications’ Reports**

#### **6.2.1 Communications’ Planning Committee**

Dave Rumbold, P.Eng. presented the report to Council.

**MOVED AND SECONDED**

**02-048**

***THAT the recommendations in this report be received and implemented, subject to the availability of budget and resources necessary.***

**CARRIED**

#### **6.2.2 Three-Year Communications Plan**

This plan was circulated to Council for information and review, in preparation for the February 6, 2003 Council meeting when it will be presented for debate.

### 6.3 2003 Budget

Council discussed the budget and increasing annual dues. The following points warranted an increase in annual dues:

- Relocation and expansion of the APEGGA Calgary offices.
- Depleted reserves in the staff pension plan.
- Introduction of a mandatory secondary professional liability through CCPE.
- Loss of income from immigration assessments by CCPE and increased assessment as a result.
- Growth and expansion of APEGGA activities.

It was noted that APEGGA dues remain the lowest of the four western provinces.

**MOVED AND SECONDED**

**02-049**

***THAT the 2003 budget be approved as recommended with a \$30 increase in annual dues.***

**CARRIED**

## **7. EXECUTIVE COMMITTEE REPORT**

### 7.1 Executive Committee Meeting, November 27, 2002

The Executive Director gave a verbal report of this meeting.

### 7.2 Discipline & Investigation Task Force – Terms of Reference

The terms of reference are currently being developed. This item was deferred to the February 6, 2003 Council meeting.

### 7.3. Naming of the Calgary Conference Centre

The question of appropriate names for the new conference centre and boardrooms at the Calgary office was discussed.

**MOVED AND SECONDED**

**02-041**

*THAT the decision to rename the Calgary Conference Centre be deferred for further input and that it will be known as "The Calgary Conference Centre" until further notice.*

**CARRIED**

## **8. EXECUTIVE DIRECTOR REPORT**

### **8.1 Management Restructuring**

The Executive Director presented the new staff restructuring plan.

The following recommendations will be implemented:

- Two Senior Director positions will be created:
  - Regulatory
  - Corporate & Member ServicesOperational units will be consolidated under them.
- Public Relations will be attached to the Executive Director
- Some Communications' functions will be placed under the Senior Director of Corporate & Member Services.
- The new Manager of Geoscience Affairs will be placed under Senior Director, Corporate & Member Services.
- Corporate Affairs and Member Services will be consolidated into one directorship.
- Administration will be placed under Senior Director, Corporate & Member Services.
- Manager of Publications to include PEGG and website

### **8.2 Education Foundation Membership**

Council reviewed the following nominees for membership in the APEGGA Foundation:

- Connie Parenteau, P.Eng.
- Alice Payne, P. Geol.
- Dr. Dave Devenny, P.Eng., P.Geol.

*THAT the individuals identified be recommended by Council to the Education Foundation for membership.*

**CARRIED**

**8.3 Honours & Awards Committee Report - Summit Awards Recommendations**

**MOVED AND SECONDED** **02-043**

*THAT the recommendations of the Honours and Awards Committee for the 2003 recipients of the APEGGA Summit Awards® as listed under Recommendations 1 be approved.*

**CARRIED**

**MOVED AND SECONDED** **02-044**

*THAT the recommendation of the Honours and Awards Committee for the APEGGA Honorary Membership Award be approved.*

**CARRIED**

**MOVED AND SECONDED** **02-045**

*THAT the recommendations of the Honours and Awards Committee for the 2003 nominees for the CCPE Awards be approved*

**CARRIED**

**8.4 Board of Examiners' Appointment**

**MOVED AND SECONDED** **02-046**

*THAT Council approve the appointment of Dr. Mark Loewen, P.Eng. to the Board of Examiners for the term indicated.*

**CARRIED**

**8.5 Status Report of Regulatory Amendments**

Status report provided to Council. A "certificate of approval" required for SPC and Cabinet approval of the package of amendments has been issued.



8.6 Memorandum of Understanding on Discipline and Enforcement

A revised copy of this MOU was circulated to Council for approval. The twelve constituent Associations/Ordre of CCPE have been requested to sign this MOU. The agreement asks for cooperation on discipline and enforcement regulatory activities in the light of the Inter-Association Mobility Agreement (signed in 1999), which addresses a recognized need for improved inter-association mobility of licensed engineers in Canada.

**MOVED AND SECONDED**

**02-047**

***THAT the revised MOU on Discipline and Enforcement be approved.***

**CARRIED**

**9. COMMITTEE REPORTS**

9.1 Discipline Committee Information Report

Ray Chopiuk, P.Eng. presented this information report

Time lines were questioned regarding cases going to hearing. The Discipline Committee will be taking a sterner view regarding hearing scheduling, although they will still be subject to applications for adjournment.

9.2 Environment Committee Water Quality Position Paper

Al Schulz, P.Eng. presented the report to Council

**MOVED AND SECONDED**

**02-048**

***THAT Council adopt the position paper prepared by the Environment Committee as APEGGA's position on drinking water quality subject to one refinement that was requested of the committee.***

**CARRIED**

The objective of the position paper is to provide the Executive Committee with a basis on which to initiate discussions with the Alberta government's ministers, in particular the Minister of Environment.

### 9.3 Staff Benefits Committee – Pension Plan

A revised report, presented by Al Schuld, P.Eng., was circulated to Council.

The following recommendations were made:

1. That Council authorize the filing of the current actuary's report with CCRA prior to the end of 2002.
2. That Council approve the payment of \$110,000 out of the Association reserve to be paid into the pension fund, once the actuary's report is filed with the CCRA.
3. That the Council take the necessary steps to make provision for the 2003 funding requirements of \$359,000 by using the balance of the 2002 appropriated reserve (\$190,000), by making a further \$149,000 cash payment from 2003 operating results and by raising the employee contributions to fund the \$20,000 shortfall.
4. That the Council fund the remaining pension contribution requirements of \$20,000 for 2003 by raising employee contributions from 2% of salary to 3% of salary.

**MOVED AND SECONDED**

**02-049**

***THAT Council approve the proposed funding arrangements in accordance with recommendations 1 and 2 for the year 2002 for the Pension Plan for Employees of APEGGA.***

**CARRIED**

**MOVED AND SECONDED**

**02-050**

***THAT Council approve recommendations 3 and 4 as the proposed funding arrangements for the year 2003 for the Pension Plan for Employees of APEGGA.***

**CARRIED**

### 9.4 Governance Committee Report

There were no recommendations from the Governance Committee. A survey will be circulated to Council in April, 2003 for feedback on governance issues.

## 9.5 Advocacy Task Force

Shawn Morrison, P.Eng. presented the report to Council and reviewed the recommendations. It was recommended that because other groups are performing advocacy roles, that the task force stand down.

**MOVED AND SECONDED**

**02-051**

***THAT the first nine recommendations be accepted as information and that the task force stand down.***

**CARRIED**

The President circulated, as information, a short summary of events subsequent to Council's directive to issue a statement on Kyoto Protocol.

A form was also circulated upon which Council and Branch Chairs were requested to indicate any topic their audiences would like APEGGA to address. **This form will be circulated at each Council meeting for topics and comments.** When there is a majority consensus on a topic, the Executive Committee will proceed appropriately.

## 9.6 Geoscience Liaison Group Meeting

Julie Aitken, P. Geoph. gave a verbal report of the last Geoscience Liaison Group meeting held on September 19 in Calgary.

The main points of discussion were:

- The Master Licence Agreement and the Quality Inspection of Seismic Data, to which APEGGA pledged \$15,000. CSEG formally thanked APEGGA for the funding and moral support. The Practice Standards Committee will be dialoguing with CSEG to determine what should be extracted as practice guidelines. Possible articles were discussed for *The Pegg*, *The Reservoir* and *The Recorder*.
- CSPG and CSEG would like the APEGGA President to speak at luncheons about what has been done for geoscientists over the last three years and the impact of having a Director of Geoscience Affairs in the APEGGA Calgary office.

- Developing a question and answer pamphlet on why geoscientists should register with APEGGA to encourage the registration of geoscientists.
- The desire to have CSPG to be more involved at the table. It was noted that there was more CSEG representation.
- Involving other geoscience groups in the GLG.
- Registration of RPT Geols. and RPT Geophs.
- The desire to see more geoscience related questions in the Professional Practice Exam.
- The possibility of changing the titles of P.Geol. and P.Geoph. to P.Geo.
- Increasing the geological and geophysical content in *The Pegg*. It was suggested that the Council geoscientists compile articles for this purpose.

The President encouraged the **Council geoscientists to determine which of these topics need an action plan and bring suggestions to the February Council meeting.**

The President will meet with the GLG to discuss APEGGA's opportunities with government regarding oil and gas reserves.

## **10. CCPE**

### **10.1 Report from CCPE Director**

A written report was circulated, which Darrel Danyluk, P.Eng. presented. Dr. Fred Otto, P.Eng. expanded on the report.

### **10.2 Meetings in Ottawa**

#### **10.2.1 Presidents' Meeting at CCPE**

The President reported on this meeting in Ottawa.

Main points discussed during the meeting were:

- Status and review of budget considering the loss of initial assessment fees. The Presidents will take a leadership role in assisting CCPE's strategic planning activities.
- OIQ is the only association to not yet approve the fee increase in 2004 and has asked for further discussion on other options.

- National Registration and how to handle the funding and foreign-skilled applications.
- The Executive Committee meeting with the Prairie Chapter of Chartered Engineers in September. There is a desire to look for further reciprocity arrangements between chartered engineers, UK and professional engineers in Canada.
- Status of the CCPE Technologists Task Force (Report circulated).

#### 10.2.2 Staff Officers' Meeting

The Executive Director reported that the officers agreed that APEGGA should continue to provide the services of the National Practice Exam to the nine associations which are presently being serviced, with the possible addition of three more. Working together with the other associations, the PPX exam will be further developed and study reference materials will be developed. There will likely be a fee increase of \$25 to facilitate these improvements.

### 11. **CCPG**

#### 11.1 Report from CCPG Director

A written report was circulated, which Bob Comer, P.Geoph. presented as the CCPG Director.

Gordon Williams, P.Geol. expressed appreciation for the moral and financial support and leadership that APEGGA has provided and for the President and Executive Director attending the CCPG meetings.

### 12. **BRANCH REPORT**

Peter Stevens, P.Eng., Branch Chair of the Central Alberta Branch, presented the report to council

### 13. **OTHER BUSINESS**

#### 13.1 2003 Public Members' Appointments

Al Schuld, P.Eng. presented the report to Council and recommended that Council and Executive staff give

consideration additional recommendations for public members. These nominations will be referred to the February 2003 meeting of Council for approval and submission to the Minister of Human Resources and Employment such that these vacancies will be filled by 1 April, 2003.

**Trish Williams will forward an email requesting recommendations by Friday, January 10.**

#### 13.2 Letter From The Prime Minister

Information provided to Council.

#### 13.3 PNWER

The President and the Executive Director are working with PNWER to facilitate a meeting on February 11 and 12, 2003 in Seattle between the five state boards and three provincial associations involved in the western zone to talk about bi-lateral agreements. The Canadian Consul General's office in Seattle will also be supporting this initiative.

#### 13.4 Information Registry

Concern has been expressed by several members that their personal information is listed on the APEGGA website registry. The only essentials needed are as follows:

- Whether or not a member is registered.
- Professional designation

Details insisted upon will be the name and professional designation of each member. Permission can be requested to display further details. Staff will direct further complaints to the Executive committee.

### **14. COUNCIL FORUM**

Items for the Strategy Session will be discussed at the next Executive Committee meeting. **Suggestions from Council are to be forwarded to the Executive Director before January 11.**

It was reported that Chris Kumar, Past Chair of the Fort McMurray Branch passed away of a heart attack. It was acknowledged that he was

very active with APEGGA within his Branch. Donations can be sent the Heart and Stroke Foundation.

**15. INFORMATION ITEMS**

Information provided to Council.

**16. NEXT MEETING**

The next meeting will be held on February 6, in the Calgary Conference Centre, Calgary.

**17. ADJOURNMENT**

The meeting adjourned at 3:00 p.m.

**18. COUNCIL CAUCUS**

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