

**APPROVED**

**COUNCIL MEETING**  
**Thursday, September 11, 2003**  
**Calgary APEGGA Office**  
**Calgary, Alberta**

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**MINUTES**

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**PRESENT**

<b>President</b>	Mike Smyth, P.Eng.
<b>President Elect</b>	Linda Van Gastel, P.Eng.
<b>Vice President</b>	Andy Gilliland, P.Eng.
<b>Past President</b>	Ron Tenove, P.Eng.
<b>Councillors</b>	Julie Aitken, P.Geoph. David Chalcroft, P.Eng. Kim Farwell, P.Eng. Darcie Greggs, P.Geol. Barbara Howes, P.Eng. Mike Koziol, P.Eng. Ian McIlreath, P.Geol. John Moldon, P.Eng. Rob Stewart, P.Geoph. Nick Trovato, P.Eng.
<b>Public Members</b>	Larry Ohlhauser
<b>CCPE Directors</b>	Darrel Danyluk, P.Eng. Dale Miller, P.Eng.
<b>CCPG Directors</b>	Brenda Wright, P.Geol. Dr. Gordon Williams, P.Geol.

**Branch Observers**

Cheri Berns, E.I.T.  
Jared Paddock, E.I.T.  
Anne Simpson, P.Eng.  
Peter Stevens, P.Eng.

**Staff**

Neil Windsor, P.Eng.  
Ray Chopiuk, P.Eng.  
Penny Colton, P.Geoph.  
Lianne Lefsrud, P.Eng.  
Stewart McIntosh, P.Eng.  
Ross Plecash, P.Eng.  
Al Schuld, P.Eng.  
Len Shrimpton, P.Eng.  
Dave Todd, P.Eng.  
Mark Tokarik, P.Eng.  
George Lee  
Philip Mulder, APR  
Ginny Nicholson  
Trish Williams  
Marie Locke

**Guest**

Ed Wilson, P.Eng.

**ABSENT**

**Councillors**

Paula Harding, P.Eng.  
Jack Hole, P.Eng.

**Public Members**

Hugh Planche  
Dr. Norman Wagner

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

The agenda was adopted as presented.

**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 ASET Discussions**

Tony Vandermeer, MLA has been designated by government to observe the meetings between APEGGA and ASET. The Executive Director presented Council with the five models which had been presented to ASET for discussion. ASET Council has rejected all models except the one proposed by them which would give ASET the right to license certain technologists to practice “technology” and accept responsibility for their work. It would also create ASET as a self-governing professional body.

A draft letter to the Minister outlining APEGGA’s position on this matter will be discussed at the next Council meeting and the Minister will be contacted to determine if a meeting will be held on October 1.

**PUBLIC MEETING**

**4. REPORT FROM IN-CAMERA MEETING**

There were no matters to report from the in-camera meeting.

**5. COUNCIL MINUTES JUNE 12, 2003**

**MOVED AND SECONDED**

**03-034**

*THAT the Minutes of June 12, 2003 be approved as presented with minor revisions.*

**CARRIED**

**6. BUSINESS ARISING**

There was no business arising from the minutes.

**7. PLANNING & POLICY**

**7.1 Provisional Licence**

The Director Registration presented his report to Council. Council discussed the development of a provisional licence for internationally trained engineers, geologists and geophysicists who need one year equivalent North American experience in order to obtain full licensure.

Council addressed a description of mechanisms developed by other jurisdictions and agreed on the following issues:

- Right to practice only under supervision and control of a registered professional member.
  - No right to independently stamp documents and take responsibility.
  - The Provisional Licence would be valid for a maximum of two years.
  - Director Registration will be responsible for determining the title for the new designation.
  - Not eligible to obtain a stamp.
  - Eligible to obtain a certificate.
  - No right to vote or run for APEGGA Council.
  - Right to receive member benefits.
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- The Provisional Licence would be available to Canadian citizens and landed immigrants and also to non-Canadian

citizens and non-landed immigrants as long as they are legally entitled to work in Canada.

**MOVED AND SECONDED**

**03-035**

***THAT Council approve in principle the APEGBC model limit of two years to be a provisional licensee.***

**CARRIED**

## **7.2 Business Plan**

Council reviewed the business plan and preliminary financial projections.

**The Executive Director will demonstrate to Council at the April 2004 Council meeting how the Business Plan has been implemented.**

**MOVED AND SECONDED**

**03-036**

***THAT Council accept the Business Plan for 2003/04 as presented.***

**CARRIED**

## **7.3 Reserve Policy**

The reserve policy report was received as information and was deferred for consideration for one more year.

# **8. EXECUTIVE COMMITTEE REPORT**

## **8.1 September 10 meeting of the Executive Committee**

The Executive Director reported on the September 10 meeting of the Executive Committee.

A Finance Committee meeting will be held on October 21 in Edmonton to have preliminary discussions on the budget. Councillors, Nick Trovato, P.Eng. and Ian McIlreath, P.Geol. will be invited to attend.

# **9. EXECUTIVE DIRECTOR REPORT**

9.1 Member Services-Cellular Phones

Concern was expressed that there may be a conflict of interest due to members being involved in various phone companies.

**MOVED AND SECONDED** 03-037

***THAT this issue be tabled until the November Council meeting.***

**CARRIED**

9.2 Mentoring Handbook

Ed Wilson, P.Eng., Chair of the Mentoring Committee presented the report and handbook to Council.

**MOVED AND SECONDED** 03-038

***THAT Council receive Strategies for Success in Mentoring: A Handbook for Mentors and Proteges for review.***

**CARRIED**

**This item will be brought back to the November Council meeting for consideration.**

If accepted, this guideline will be made available to members and placed on the APEGGA website.

It was noted that the handbook was copyrighted by the author and acknowledged that APEGGA should hold the copyrights to all of its own documents. **Len Shrimpton, P.Eng. will contact the author to remove the copyright and report back to Council at the November Council meeting.**

9.3 Board of Examiners-Member Appointments and Re-Appointments

**MOVED AND SECONDED** 03-039

***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**

9.4 Council Roster

**MOVED AND SECONDED** 03-040

*THAT Council accept the roster and approve the committee chairs as presented.*

**CARRIED**

## **10. COMMITTEE REPORTS**

### **10.1 Discipline Committee Information Report**

Ray Chopiuk, P.Eng. presented the Discipline Committee information report.

### **10.2 Governance Committee**

The next meeting of the Governance Committee will be held on September 18 when the committee will review the governance model and compare the APEGGA model with the original Carver model. **A report will be brought to the November 27 Council meeting.**

### **10.3 Practice Standards Committee**

#### **10.3.1 Guideline for Professional Practice Management Plans**

**MOVED AND SECONDED**

**03-041**

*THAT Council approve the "Guideline for Professional Practice Management Plans" for publication subject to editorial changes.*

**CARRIED**

#### **10.3.2 Guideline for the Professional Member as Witness**

The guideline was forwarded to members of the P7 Group and favourable feedback has been received. The guideline has also been placed on the website since June. Comments have been received from members and suggested changes have been incorporated into the guideline.

**MOVED AND SECONDED**

**03-042**

*THAT Council approve the "Guideline for Professional Member as Witness for publication subject to editorial changes"*

**CARRIED**

### **10.4 Inclusivity Task Force Terms of Reference and Status**

The President Elect presented the terms of reference, initial conceptual framework and organizational chart to Council.

**MOVED AND SECONDED**

**03-043**

***THAT Council approve the Inclusivity Task Force Terms of Reference.***

**CARRIED**

**There will be detailed discussion of the conceptual framework at the November Council meeting and approval will be sought.**

#### **10.5 Insurance Review Task Force Terms of Reference**

A task force has been struck to review and make recommendations to Council on the state of Professional Liability Insurance coverage available to APEGGA members and permit holders, in order to ensure that APEGGA's regulatory objectives for safeguarding the public can be met and that the risks inherent in professional practice can be appropriately managed.

Dave Chalcroft, P.Eng., Chair of the Insurance Review Task Force presented the report to Council. The task force will work cooperatively with CCPE's national task force and with other stakeholders. To date meetings have been held with CCPE, APEGBC, APEGM and the Alberta Association of Architects.

**MOVED AND SECONDED**

**03-044**

***THAT Council approve the creation of the Insurance Review Task Force and the terms of reference as presented.***

**CARRIED**

**At the suggestion of Council, a geoscientist will be located and added to the committee.**

### **11. CCPE**

#### **11.1 Report from CCPE Directors**

Dale Miller, P.Eng. gave a verbal report on CCPE affairs.

### **12. CCPG**



12.1 Report from CCPG Directors

Brenda Wright, P.Geol. and Gordon Williams, P.Geol. presented the report to Council.

**13. BRANCH REPORT**

Peter Stevens, P.Eng. presented the Branch report to Council. As his term as Branch Chair for Central Alberta would soon end, he commended Council and encouraged Councilors to continue with their good work. The President thanked and commended Peter for his efforts as Branch Chair.

**14. OTHER BUSINESS**

There was no other business.

**15. COUNCIL FORUM**

- Council showed interest in exploring the concept of foreign trained professionals sitting APEGGA exams and pre-qualifying before arriving in Canada. **Rob Stewart, P.Geoph. will provide a paper to be taken to the Consideration to Integration meeting being held in Ottawa later in September.**
- Due to University of Calgary constraints, the Gallagher Library is in danger of being closed and there is a possibility it might be merged with a larger facility. The foundation is endeavouring to raise \$100,000 to stay open. **Rob Stewart, P.Geoph. will arrange for a formal request for funding to be forwarded to the Executive Director.**
- Further concern has been expressed regarding personal information on the APEGGA website. When new federal legislation has been established in January 2004 APEGGA will revisit this issue.
- It was recognized that APEGGA has now almost 40,000 members.
- **In future, The Director Corporate and Member Affairs will provide an information paper at each Council meeting presenting statistics on permit to practice holders.**

**16. INFORMATION ITEMS**

Information provided to Council.

**17. NEXT MEETING**

The next Council meeting has been tentatively scheduled as a videoconference meeting in the Edmonton and Calgary APEGGA offices on Tuesday, September 30 to discuss current information concerning the discussions with ASET and Government.

**18. ADJOURNMENT**

The meeting adjourned at 4:00 p.m.

**19. COUNCIL CAUCUS**

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