



ANNUAL REPORT 2001/2002



THE ASSOCIATION OF
PROFESSIONAL
ENGINEERS,
GEOLOGISTS AND
GEOPHYSICISTS
OF ALBERTA

A SUMMARY



APEGGA

The Association of
Professional Engineers, Geologists
and Geophysicists of Alberta

President's Report



Dale Miller, P.Eng.

When I started my term as your president last April, I indicated in my inaugural remarks that the Association was strong and that there was no "one big issue" that would dominate my term. I am pleased to report that as I pass the leadership role to Ron Tenove, P.Eng., I believe that, if anything, the Association is even stronger and there remains no dominate local issue the Association must address.

In spite of this, it was an extremely busy year. APEGGA continued its efforts of the last several years to raise the profiles of our professions and to communicate the value we provide to a wide range of society. As I attended meetings, social events, branch visits and numerous other functions as your President, I enjoyed meeting members of our professions.

What was soon evident is that our professions impact society like no other profession. We have always known that we are the technology leaders. But I soon realized that we are also at the helm of major companies, directors on boards and business leaders; that we serve as advisers to government and industry; that we are innovators of change, leaders in our communities, volunteers for major organizations – the

list goes on. Our contributions are great, but we still often remain unknown to the public.

Mobility Agreements

Significant to business are APEGGA's efforts to improve mobility. In May, we signed an inter-association mobility agreement for geoscientists, mirroring the agreement signed two years earlier for engineers. We are working hard to obtain bilateral mobility agreements with US states that we frequently do business with.

Greater Compliance Sought

Our guiding principal has been to protect the public and it still remains our central focus. Our responsibility is to regulate the professions and Council has indicated that we must strive for 100 per cent compliance for licensure. Over the last year, we have added resources to help achieve this target.

APEGGA continues to enforce the mandatory Continuing Professional Development Program, and I am pleased to note that an overwhelming majority of members reported that they have maintained a program that exceeded our minimum criteria by an average of 50 per cent. However, some members have not responded and will be the attention of our practice review people.

On April 1, all members became covered by a mandatory secondary professional liability insurance program that is also designed to protect the public but offers considerable protection to members as well.

We are working hard in providing member services to our members. Programs such as the Continuing Professional Development Program have been part of the services provided by the Association for some time. New programs that will offer on-line learning opportunities and structured mentoring for new members are being developed. In addition, we continue to look for other programs that would benefit our members.

Thank You All

In closing, I must thank you the membership for giving me the opportunity to represent you over the past year. I am very appreciative of your support.

I must also thank Council for the hard work and dedication to the professions and for making my role so enjoyable; to the staff for tireless efforts in implementing the many programs and responsibilities; my employer, UMA Engineering Ltd., who supported me and the Association these past years; and finally, my wife Rose and our family, who also made many personal sacrifices to support my role as president.

APEGGA 2001-2002 Council



(Back row, from left) Coun. Ian Williamson, P.Eng.; CCPG Director Bob Comer, P.Geoph.; Coun. Bill Roggensack, P.Eng., PhD; Coun. Ron Triffo, P.Eng.; Coun. Shawn Morrison, P.Eng.; Public Representative Hugh Planche; Coun. Nick Trovato, P.Eng.; Coun. Ken Porteous, P.Eng., PhD; CCPE Executive Member Noel Cleland, P.Eng.

(Centre row) Coun. Paula Harding, P.Eng.; Coun. Rob Stewart, P.Geoph., PhD; Coun. Brenda Wright, P.Geol.; Coun. Peter Putnam, P.Geol., PhD; Public Representative Judy Williams; Public Representative Norman Wagner, PhD; CCPE Director Fred Otto, P.Eng., PhD.

(Front) Second Vice-President Mike Smyth, P.Eng.; Past President Sue Evison, P.Eng.; President Dale Miller, P.Eng.; First Vice-President Ron Tenove, P.Eng.; Executive Director and Registrar Neil Windsor, P.Eng.

Missing From Photo: Coun. Nima Dorjee, P.Eng.; Coun. Andy Gilliland, P.Eng.

Executive Director's Report

H. Neil Windsor, P.Eng., Executive Director and Registrar



The past year has been one of reflection, review and reassessment. Driven largely by the Governance Committee and the desire of Council as a whole for greater clarity in the accountability process, considerable effort was expended on identifying key performance indicators that could be used to demonstrate the success or otherwise of various programs and policies. This was very evident in the new format used for the Business Plan, The Next Steps, which outlined in point form the priorities, strategies and measurements that could be applied to the many APEGGA activities.

Nationally, CCPE has been seized with the difficult problem of responding to a considerable loss of revenue due to changes in federal government immigration policies concerning the assessment of foreign applicants. This significant shortfall has necessitated serious revision of the CCPE budget for 2002 and will require a significant increase in the assessment to the constituent associations/Ordre if national programs are to be maintained at their current level. Any increase resulting from this must, of necessity, be reflected in the annual fees to members in future years.

Governance Model's Record

Governance of APEGGA itself was a major consideration and one that will continue into the coming year as the model adopted in 1996 is reviewed to confirm that it is still effective and appropriate. The model has served well its intended purpose of providing proper guidance to staff while allowing Council to focus on "the big picture" and development of policies that will serve us well into the future. Staff, on the other hand, have been provided the mandate to run the affairs of the association within the policies and limitations as pre-determined by Council and reflected in the business plan and budget.

What About Advocacy?

Several important questions have been addressed by Council and by committees established for specific purposes. The Advocacy Committee has been consumed with questions concerning how APEGGA should promote the professions, how the Association should represent the membership on matters of public concern and interest, and should the professions be more vocal in the public arena. Simply put, should APEGGA play a greater advocacy role on behalf of members and what form might that take?

These are questions that run deep into the very roots of our association and the mandate that has been given to us by government. Perhaps some of these answers will be provided by the member/stakeholder opinion survey that is being currently conducted by the Communications Department. This survey will build on data collected by previous surveys and will demonstrate areas of growth and strength as well as challenges for the future.

Coupled with this is a communications audit

currently being carried out to determine the effectiveness and efficiency of the wide range of communications programs being delivered and to determine the need for new ways in which the awareness of the professions may be enhanced.

Relevancy and Awareness

These important activities seek to address the issue of relevancy and awareness that has been the subject of much discussion during the past several years. When all of the debate that has taken place and all of the reports that have been written are considered in their totality, the conclusion appears to be quite clear. That is, APEGGA and the professions we represent are indeed very relevant to members, to clients, to government, to business and industry, and to society in general.

Our professions are highly regarded and valued, our professionals among the most competent and accomplished in the world, and our association well respected by all. If there is a weakness, it perhaps lies in the view we hold of ourselves and the value we place on what we do. The answer to that can only be found from within.

Goal of Total Compliance

Perhaps the greatest concern continues to be the number of persons and firms engaged in the practice of engineering, geology and geophysics that do not hold a valid license to practice as required by the EGGP Act. Council has confirmed the policy that 100 per cent compliance as required by the Act should be vigorously pursued.

Public safety dictates that persons and firms not qualified to practice the professions must be prohibited from doing so — unless and until they become qualified and licensed. Resolution of these cases remains a priority. Similarly, persons and firms that may well be qualified for licensure will be approached to determine their eligibility and ensure compliance. Additional resources have been provided to assist with this huge task.

Mobility Successes Continue

Increasingly we find that members are working in a global marketplace and that mobility is an important concern that members want the association to address. Internationally, CCPE continues its excellent work in seeking international agreements for mutual recognition of professionals. This has reduced the difficulties faced by members who seek to become licensed in foreign countries but true reciprocity will be difficult to achieve due to widely varying standards and practices.

Nationally, the inter-association mobility agreement for engineers signed in 1999 was mirrored in an agreement for geoscientists signed in May 2001 during the CCPG Annual General Meeting. This effectively provides virtually automatic qualification for licensure in most provinces and territories for engi-

neers and geoscientists. In addition, efforts are being made to seek a means to provide some sort of national licensure for those who regularly find the need to practice in multiple jurisdictions.

To facilitate ease of movement to and from neighbouring jurisdictions in the United States, APEGGA has embarked on an ambitious program of seeking bilateral agreements with our most active trading partners. Working together with government agencies and state licensing boards, we have been successful in demonstrating to many of our neighbours the equivalency of professionals in our two countries. This project will require time and patience to complete, but much progress has been made in recent years and we are confident that several such agreements are within reach.

Working Cooperatively with Government

Efforts to work cooperatively with government have met with much success. Our caucus dinner was well attended and provided an excellent opportunity to inform legislators about the key issues facing the professions and how we serve society on their behalf. The excellent relationship we enjoy with government is evidenced by the frequency in which we are consulted on various issues and invited to participate on government boards and agencies or to attend government functions.

Many Goals Reached

Overall this has been very successful year with much progress being made in achieving the objectives outlined in the business plan. Many short-term goals have been achieved and progress made towards long-term objectives. Principally responsible for this is the exceptional working relationship that continues between Council and staff and clearly defined policies and priorities.

We are grateful to Council for the measure of confidence placed in the administration throughout the year and for the continued support and encouragement provided. The wise counsel has resulted in policies and guidelines that serve the membership well for the present while providing for the uncertainties of the future.

On a personal note, I wish to extend a word of sincere thanks to President Dale Miller, P.Eng., for his dedication and cooperation throughout his term of office, and to the Executive Committee and Council for their continued support. APEGGA is fortunate to have a highly dedicated and motivated group of professionals and support staff and I greatly appreciate the support they have provided to me personally throughout they year.

In conclusion I wish to express a word of thanks to all members who have volunteered their time and talents to fulfill the various responsibilities of our Association. Without them it would not be possible.

Report by Public Members of Council

Norm Wagner, PhD



Hugh Planche



Judy Williams



During the year, we were pleased to welcome distinguished business and community leader, Dr. Norman Wagner, as a new public representative, replacing Dr. Stan Souch, who productively completed his three-year term on Council.

In our capacity to provide an "outside" perspective, we can attest that the protection and safety of the public continues to be of the utmost importance in all matters relating to Council and its management team. Through the efforts of the Practice Review and Investigative committees, rigorous attention is paid to ensure the highest standards are upheld and the organization remains responsive to complaints. Of particular note, there is a more vigilant effort to thoroughly deal

with any member who receives multiple complaints.

While the primary role of APEGGA is to regulate its membership, Council also affirmed its desire to take on an advocacy role. To explore this more fully, a task force was established to look at ways to better communicate with members, governments, business and the general public. Given the need for greater transparency and accountability in today's business environment, this is a timely strategic initiative but one that is proceeding with due caution given the potential for blurring the lines between self regulation and self promotion.

Alberta's economy continues to grow, increasing the demand for skilled professionals in a variety of disci-

plines. Throughout the year, Council focused on key strategic issues including increased mobility and professional licensure with the objective of attracting new professionals, all the while encouraging high standards from those professional engineers, geologists and geophysicists currently working throughout the province.

The organization, with its dedicated managers and staff, comprehensive business plans and budgets, and highly committed volunteers, operates in an efficient and effective manner. Therefore, as public representatives, we reaffirm that the self-governance model continues to serve the public, the government and the membership well.

Financial Statements

Year ended December 31, 2001

AUDITOR'S REPORT

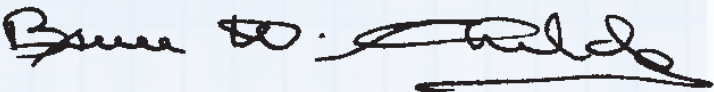
To the Members of
The Association of Professional Engineers,
Geologists and Geophysicists of Alberta

I have audited the statement of financial position of The Association of Professional Engineers, Geologists and Geophysicists of Alberta as at December 31, 2001, and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2001, and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information included in the Summary of Group Operations is provided for the purposes of additional analysis and is not a required part of the basic financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statements, and in my opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.



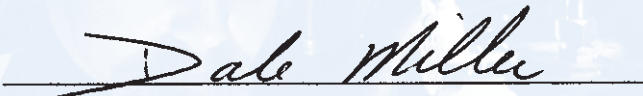
Bruce H. Childs, Professional Corporation
Chartered Accountant
Edmonton, Alberta, Canada
January 31, 2001

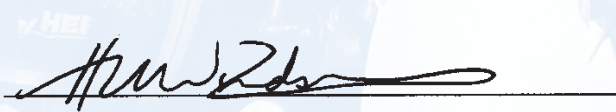
Statement of Financial Position
December 31, 2001 with comparative figures for 2000

	2001	2000
ASSETS		
CURRENT ASSETS:		
Cash	\$ 542,125	\$ 692,775
Accounts receivable	635,952	498,091
Prepaid expenses	41,997	13,525
	<u>\$1,220,074</u>	<u>\$1,204,391</u>
CAPITAL ASSETS (note 1)		
	588,125	499,330
INVESTMENTS - at cost (note 2)		
(market value \$4,456,546; 2000 -\$3,876,940)	<u>4,279,536</u>	<u>3,824,146</u>
	<u>\$6,087,735</u>	<u>\$5,527,867</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 105,294	\$ 125,525
Prepaid revenue	<u>3,115,361</u>	<u>2,719,158</u>
	3,220,655	2,844,683
NET ASSETS		
	<u>2,867,080</u>	<u>2,683,184</u>
	<u>\$6,087,735</u>	<u>\$5,527,867</u>

LEASE OBLIGATIONS AND COMMITMENT (Note 4)

Approved on behalf of the Council:


President


Executive Director

Statement of Operations
Year ended December 31, 2001
(with comparative figures for 2000)

	2001 Actual	2001 Budget (unaudited)	2000 Actual
REVENUES			
Dues	\$4,650,203	\$4,699,000	\$4,248,648
Permit fees	550,533	572,000	510,986
Registration fees	300,849	239,000	224,190
Examination fees	273,299	276,900	90,872
General revenue	<u>782,330</u>	<u>678,750</u>	<u>804,121</u>
	6,557,214	6,465,650	5,878,817
EXPENSES			
(schedule)	<u>\$6,373,317</u>	<u>\$6,424,427</u>	<u>\$5,686,172</u>
EXCESS OF REVENUE OVER EXPENSES			
	<u>\$183,897</u>	<u>\$ 41,223</u>	<u>\$192,645</u>

STATEMENT OF CHANGES IN NET ASSETS
Year ended December 31, 2001 (with comparative figures for 2000)

	Invested in Capital Assets	Unrestricted	2001 Total	2000 Total
Net assets				
Balance, beginning of year	\$ 499,330	\$ 2,183,854	\$ 2,683,184	\$ 2,490,539
Excess of revenues over expenses	<164,946>	348,843	183,897	192,645
Investment in capital assets	<u>253,741</u>	<u><253,741></u>	-	-
Balance at end of year	<u>\$ 588,125</u>	<u>\$ 2,278,956</u>	<u>\$ 2,867,081</u>	<u>\$ 2,683,184</u>

STATEMENT OF CASH FLOWS
Year ended December 31, 2001
(with comparative figures for 2000)

	2001	2000
Cash flows from operations		
Cash received from members	\$6,042,711	\$5,122,100
Cash received from general revenue	760,709	795,350
Cash paid for salaries and benefits	<2,104,221>	<2,027,125>
Cash paid for materials and services	<4,140,719>	<3,678,896>
Net cash generated through operations	558,480	211,429
Cash flows used in investing activities		
Purchase of capital assets	253,741	164,580
Purchase of investments	<u>455,389</u>	<u>191,262</u>
Net cash used in investing activities	709,130	355,842
Net decrease in cash		
	<150,650>	<144,413>
Cash at beginning of year	<u>692,775</u>	<u>837,188</u>
Cash at end of year	<u>\$ 542,125</u>	<u>\$ 692,775</u>

NOTES TO FINANCIAL STATEMENTS
Year ended December 31, 2001

The Association is incorporated under the Engineering, Geological and Geophysical Professions Act of Alberta. As a not-for-profit organization under the Income Tax Act, APEGGA is not subject to either federal or provincial income taxes.

Mission Statement

To serve society and protect the public by regulating, enhancing and providing leadership in the practice of the professions of engineering, geology and geophysics.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with generally accepted accounting principles in Canada.

Revenue Recognition

Revenue is recorded on the accrual basis, reduced by unpaid dues of members struck from the register.

Investments

Investments are reported at cost. When there has been a decline in the value of the investments which is other than temporary, the carrying value is reduced accordingly.

Capital Assets

Capital assets are stated at cost. Amortization is recorded on the following bases and annual rates:

Asset	Rate	Basis
Audio/Visual Equipment	20%	straight-line
Furniture and equipment	10%	straight-line
Leasehold improvements	20%	straight-line
Computer	30%	declining balance

Pension Costs and Obligations

Current service costs are charged to operations as they accrue based on services rendered by employees during the year. Adjustments arising from plan amendments, changes in assumptions, experience gains and losses and the difference between the actuarial present value of accrued benefits and the value of pension fund assets at January 1, 1993 are amortized over the expected average remaining service life of the employee group. As there are restrictions on the ability of the Association to access surplus balances, these adjustments are recognized only to the extent of current service costs.

Unrestricted Net Assets

During 2001, Council approved a policy of maintaining unrestricted net assets within a range of 25% to 35% of its normalized operating costs. From time to time the Council may review the reserve if special risks or capital expenditure plans warrant it. If it is required, APEGGA has a transition period of three years in which to meet the range.

SUMMARY OF GROUP OPERATIONS
Year ended December 31, 2001

	2001	2001	2000
	Actual	Budget (Unaudited)	Actual
Administration	\$1,683,184	\$1,506,607	\$1,654,278
Council & Executive	750,454	538,168	361,333
CCPE	295,458	296,375	294,023
Registration	775,828	794,538	668,327
Compliance	300,189	320,772	246,842
Deputy Registrar	237,138	276,534	228,109
Special Projects	219,595	230,867	200,350
Professional Practice	176,682	223,726	162,935
Professional Development	569,907	626,871	531,045
Communications	1,364,882	1,609,969	1,338,930
	<u>\$6,373,317</u>	<u>\$6,424,427</u>	<u>\$5,686,172</u>

1. CAPITAL ASSETS

			2001	2000
	Cost	Accumulated amortization	Net book value	Net book Value
Audio Visual Equipment	\$ 151,825	\$ 75,983	\$ 75,842	\$ 97,843
Furniture and Equipment	347,365	93,577	253,788	111,746
Leasehold Improvements	241,511	78,016	163,495	139,359
Computer Equipment	326,756	231,756	95,000	150,382
	<u>\$1,067,457</u>	<u>\$479,332</u>	<u>\$588,125</u>	<u>\$499,330</u>

2. INVESTMENTS

Investments consist of term deposits and bonds, which are recorded at cost plus accrued interest. Interest rates vary from 1.6% to 7.75%. These investments mature at various dates from February 2002 to February 2009.

3. PENSION PLAN

The Association maintains a defined benefit pension plan which covers its full time employees. The most recent actuarial valuation, as at January 1, 2000, indicated that the present value of accrued pension benefits was \$3,414,000. At September 30, 2001 this accrued benefit was estimated to be at \$3,812,000. The value of pension fund assets, determined from market values, as at December 31, 2001 was \$4,347,000.

4. LEASE OBLIGATIONS AND COMMITMENT

The Association leases office premises and equipment under agreements expiring on various dates. The minimum lease payments including estimated operating costs and GST, for each of the next five years, are as follows:

2002	\$ 630,000
2003	\$ 575,000
2004	\$ 445,000
2005	\$ 68,000
2006	\$ 35,000
<u>TOTAL</u>	<u>\$ 1,753,000</u>

SCHEDULE OF EXPENSES
Year Ended December 31, 2001

	2001	2001	2000
	Actual	Budget (Unaudited)	Actual
Meeting	\$1,086,041	\$1,067,944	\$ 926,068
General	1,073,879	1,071,238	951,534
Exam Administration	183,809	168,400	138,601
Printing and Stationery	375,326	421,246	353,015
Office Rent and Parking	481,671	418,000	413,729
Insurance	17,899	14,700	13,446
Salaries and Benefits	2,104,388	2,165,299	2,027,723
Personnel Administration	44,862	22,500	13,307
Office Equipment	134,654	137,000	146,628
Consultants	705,583	827,100	549,707
Depreciation and Amortization	164,947	96,500	143,614
Other Expenses	258	14,500	8,800
	<u>\$6,373,317</u>	<u>\$6,424,427</u>	<u>\$5,686,172</u>

Registration Report 2001



Mark Tokarik, LL.B., P.Eng., Director Registration

The Registration Department is responsible for the processing of new applications, reactivation of old applications, and the maintenance and cancellation of existing memberships and permits to practice. In 2001, APEGGA received 4,738 individual applications. The overall total membership increased 7.6 per cent to 36,495.

Board of Examiners

The Board of Examiners' purpose is to ensure that individuals approved for registration meet the standards for admission as defined in the EGGP Act and Regulations. An applicant's academics and experience are the board's primary focus, but character, English language competency, and knowledge of professional practice, law and ethics are other qualifications that must also be met. During 2001, the board's executive committee met 11 times to consider 2,574 individual applications. The full board met twice in 2001 to consider policy issues, examination results and one appeal from decisions of the executive committee.

Inter-Association Mobility Agreements

In June 1999 the 12 engineering associations signed a revised Inter-Association Mobility Agreement (IAMA) to improve the inter-provincial mobility of engineers throughout Canada. In 2001, APEGGA received 356 transfer applications under the IAMA from engineers registered elsewhere in Canada. In May 2001 the eight geoscience associations signed an Agreement on Mobility of Professional Geoscientists Within Canada to improve inter-provincial mobility of geoscientists throughout Canada. In 2001, APEGGA received 10 transfer applications under the mobility agreement from geoscientists registered elsewhere in Canada.

Registered Professional Technologists (Engineering)

The EGGP Act and Regulations were amended in 1999 to allow for the registration of Registered Professional Technologists (Engineering), also known as R.P.T.(Eng.), to practice engineering within a defined scope of practice as specified by the Board of Examiners. As of Dec. 31, 2001, APEGGA had registered 55 individuals as Registered Professional Technologists (Engineering).

Permits to Practice

Corporations, partnerships, and like entities that are engaged in the practice of engineering, geology, and/or geophysics are registered with APEGGA through the issuing of permits to practice. In 2001, there was an increase in the number of active permits to 2,740.

REPORT OF THE PUBLIC MEMBERS OF THE BOARD OF EXAMINERS

*Terry Gunderson
John Railton, PhD
Wayne Pettapiece, PhD, P.Ag.*

Public members of professional boards are appointed by the minister of Human Resources and Employment in Alberta. They are full members of the boards with the particular responsibility of ensuring that the business and standards of the professions in Alberta meet the public's expectations. In the case of the Board of Examiners, it is to ensure that only candidates who meet the high professional standards, as defined in the Engineering, Geological and Geophysical Professions Act, are accepted for registration in APEGGA.

It is our considered opinion that the board has indeed given a thorough review of all applications for membership in APEGGA. This has not always been easy, as applicants come from a great variety of academic and experience backgrounds, some of which are quite difficult to evaluate. In the past year, most applications were from Alberta but others were from

every province in Canada, many of the States in the U.S. and more than 20 other countries representing all the continents. Experience ranged from recent graduates to those with more than 40 years in their respective fields and countries.

The blended academic and experience expertise of the board and commitment to their professions and the task at hand give us complete confidence in the evaluation of applicants. This includes the assessment of special situations that occasionally arise and the need to allow or disallow specific variations from the strict and very detailed operations manual.

We have also been impressed with the board's openness to consider new realities in an ever-changing professional world. The incorporation of the Registered Professional Technologist, the recognition of new, non-traditional streams and the Interprovincial Mobility Agreement requirements are examples. All cases have been thoroughly debated and the basic integrity of the profession has been maintained. The excellent staff support is crucial in the effective operation of this board that handled over 2000 applications in the past year.



Youngsters spell out the name of the APEGGA Bridge at the Odysium (formerly the Edmonton Space & Science Centre). APEGGA donated \$50,000 to the bridge project.

Special Projects Department

D.S. McIntosh, P.Eng. Director, Special Projects



The primary activities of the department include the investigative process and procedures under Part 5 of the Engineering, Geological and Geophysical Professions Act, Discipline, and the Joint Board of Practice under the Government Organization Act.

Although the activities of the more than 36,000 members of the Association generate filed complaints in the order of only a tenth of one per cent, actually 36 in number in 2001, the process and procedures of investigation require substantial time from the volunteer members of the Investigative Committee and of the department staff (two) in the handling and administration in accordance with the requirements of the act.

Upon receipt of a written and signed complaint, the matter is addressed at the next regularly scheduled monthly meeting of the 24 member Investigative Committee. A notice of Investigation is issued, along with a copy of the complaint, and a response requested. A 3-person panel of the Investigative Committee is appointed to conduct the investigation of the complaint and to report their findings and conclusions to the full meeting of the Investigative committee.

If the conclusion suggests there is no violation of the Code of Ethics, the committee will entertain a motion to dismiss. If fault is determined, the matter is recommended for forwarding to an arms-length Discipline

Committee for formal open public hearing, at which the Investigative Committee acts as prosecutor of the case. In the event an agreed statement of facts is consented to by the member under investigation, a Stipulated Order may be offered by the Investigative Committee, signed off by the member, and forwarded to the Discipline Committee for approval.

This process of signing off by a Case Manager of the Discipline Committee ensures that due process is followed, there is no coercion and that the member understands both process and indicated sanction. The Stipulated Order avoids the lengthy and perhaps

adversarial process of formal hearing when facts can readily be identified and agreed to.

The combination of monthly meetings and separate continuing panel investigations concluding with detailed reports on findings, taxes the time frame of the 24 committee members, though recognizes this very important activity in the maintenance of professional practice and self-governance.

INVESTIGATIVE COMMITTEE MEMBERS		
Richard Feilden, P.Eng., Chair	Paul Kavanagh, P.Geol.	Brian Somerville, P.Eng.
Thomas Anthony, P.Eng.	Catherine Kingdon, P.Eng.	Cameron Sterling, P.Eng.
Henry Bosman, P.Eng.	Paul Ledi, P.Eng.	Mike Strong, P.Eng.
Paul Elliott, P.Eng.	Earl Lipsett, P.Geoph	Nagula Suthaker, P.Eng.
Robert Faulder, P.Eng.	Graham Lock, P.Eng.	Phil Lulman, P.Biol., Public Member
Leo Flaman, P.Eng.	Gary Maxwell, P.Eng.	Barry Massing, LL.B., Legal Counsel
Upali Hippo, P.Eng.	John McInerney, P.Eng.	APEGGA STAFF
Barbara Howes, P.Eng.	Nina Novak, P.Eng., P.Biol.	Stewart McIntosh, P.Eng., Director, Special Projects
Doug Jamieson, P.Eng.	Chris Ollenberger, P.Eng.	
Raj Kaliandasani, P.Eng.	Paul Preville, P.Eng.	

The Joint Board of Practice is established in Schedule 8 of the Government Organization Act to include 4 members each from Alberta Association of architects (AAA) and APEGGA, to liaise on building structures and in association with the Alberta Building Code (ABC).

In addition to the vehicle for assessment of applications for restricted engineering or architectural licensure, the Board acts as an independent vehicle for mediation of disputes and develops and publishes guidelines, standards and criteria in the field of building design and construction.

Of the four APEGGA members to the Joint Board, two are selected through the Consulting Engineers of Alberta.

JOINT BOARD MEMBERS	
Chris Wade, P.Eng., Co-Chair	APEGGA STAFF Stewart McIntosh, P.Eng.
John Rockliff, MAAA, Co-Chair	
James Dykes, MAAA	The department at this time is also providing administrative support to Council's Advocacy Task Force.
David Roth, MAAA	
Gordon Thorkelsson, MAAA	
Joe Vaitkunas, AAA	
Ian Kermack, P.Eng.	
Herb Kuehne, P.Eng.	
Ken Maskell, P.Eng.	



Public Council Representative Hugh Planche, left, speaks with Coun. Ken Porteous, P.Eng., PhD, and Coun. Rob Stewart, P.Geoph., PhD, during a strategic planning session in Jasper, last May.

Professional Practice Report



Ray Chopiuk, P.Eng., Director, Professional Practice

The Professional Practice Department coordinates and administers activities associated with establishing, reviewing, enforcing and advising on standards of practice for the professions. Through direct contact with members and indirectly through the Practice Standards, Environment and Discipline committees and the Practice Review Board, the department encourages members to practice in an ethical and professional manner.

Members most commonly seek advice on fulfilling their professional responsibilities, complying with regulatory requirements and clarifying their ethical obligations in their day-to-day practices. Inquiries from the public generally centre on understanding the professional responsibilities of engineers, geologists and geophysicists.

Practice Standards

Through the Practice Standards Committee, APEGGA establishes guidelines and standards of practice to enhance the quality and value of professional services. Guidelines on ethical practices for quality inspections of geophysical data and engineering services for building projects were in near-final approval stage, along with a revised manual to complement the revised Code of Ethics, itself in the stakeholder comment stage in Alberta's legislative process. In the same vein, the committee provided consultation on the production of ethics seminars and an ethics video. Discussions surrounding the use of professional stamps will continue into next year.

APEGGA also participates in the development and revision of numerous codes, standards and regulations that involve the practice of the professions but emanate from external regulatory authorities. This is achieved through ongoing Committee representation on each of the Safety Codes Council's nine technical councils and by less formal input and feedback, as well. In the past year, issues have included exterior building cladding, grade beam and pile foundations, structural support columns and electrical codes for industrial installations.

Environment

The Environment Committee's role is to enhance APEGGA's awareness of environmental issues that impact the practice of the professions, as well as to provide input on related matters, much as the Practice Standards Committee does for all other areas of practice. During the past year, the committee continued its on-going efforts on climate change by publishing articles in The PEGG and by exploring the development of a student competition/project on environmental achievement.

Recognizing professional members' responsibility for public safety, the committee began exploring the issue of drinking water quality. During the year, it provided input to the Canadian Council of Professional Engineers national position on the issue, while at the same time preparing APEGGA's own position state-

ment for Council's consideration. Meetings with officials from Alberta Environment helped foster a cooperative approach between government and the engineering, geological and geophysical professions in dealing with the issue.

Practice Review

The Practice Review Board's primary area of concern is to see that the professions of engineering, geology and geophysics continue to be practiced in a competent and acceptable manner. It carries out that responsibility both proactively and responsively.

The board completed proactive practice reviews of 21 randomly selected permit holders ranging in size from one to 100-plus registered professionals. The selections included engineering and geoscience firms from both the consulting and operating sectors. Other than some instances of professionals failing to apply their professional stamps to professional documents, the firms were found to be practicing in accordance with accepted standards.

During the latter part of the year, the board began an inquiry into oil and gas reserve evaluation and reporting. The initiative stemmed from concerns surrounding the reliability and treatment of reports being issued primarily by reservoir evaluation engineers. At yearend, almost 200 responses had been received to a questionnaire developed by a subcommittee of the Board to assess the situation. The board's report, encompassing its findings, conclusions and recommendations, is expected to be presented to Council by mid-2002.

The board also dealt with five requests for reinstate-

ment of professional registration and for resumption of practice in the past year. These concern members or former members who apply within seven years of the date their registration or right to practice ceased. The Board of Examiners considers applications where more than seven years have elapsed.

Members' non-compliance with the Association's mandatory continuing professional development program is presenting a challenge. The board recommended that an addition be made to the General Regulation that would result in cancellation of professional registration for anyone failing to submit a CPD report. The proposal received approval of the members at the April 2001 Annual General Meeting and is currently undergoing stakeholder consultation by the Alberta government.

Discipline

The Discipline Committee decides cases brought before it by the Investigative Committee, arising from complaints of unskilled practice and unprofessional conduct. In an instance where a member admits to such conduct, there is no need to hold a formal hearing, and the case proceeds by way of a stipulated order. In the past year, three cases were concluded -- one through a discipline hearing and the other two by means of stipulated orders.

Two of the cases concerned provision of engineering services for building projects. The other was related to providing geophysical services that were beyond the capability of the member involved. Discipline Committee decisions are now being published in The PEGG, in keeping with APEGGA Council's policy.

PRACTICE STANDARDS COMMITTEE		
Committee Members Gerry Carson, P.Eng., Chair Barry Colledge, P.Eng. Harry Dowhan, P.Eng. Jim Henderson, P.Geoph. Ron Kozak, P.Eng. Herb Kuehne, P.Eng. Fred Marlett, P.Eng. Kevin Moodie, P.Eng. Andrew Reif, P.Eng. Grant Smith, P.Geol. Dick Walters, P.Eng. Charlie Weir, P.Eng. Denis Wiart, P.Eng.	 Frank Scheibli, P.Geol. David Reid, P.Biol. Cindy Shepel, E.I.T. Mike Styczen, P.Eng. APEGGA Staff Ray Chopiuk, P.Eng., Director, Professional Practice Practice Review Board Committee Members David Pollock, P.Geol., Chair John Nicoll, P.Eng., Past Chair Bruce Alexander, P.Eng. Frank Brooks, P.Eng. Doug Cox, P.Eng. Michael Day, Public Member Hans den Boer, P.Geol., P.Geoph. Alf Hartling, P.Geol. Wenona Irving, P.Eng. Howard Leung, P.Eng. Ted Lord, P.Eng. Valerie Nielsen, P.Geoph. Naser Rabbani, P.Eng. Tanya Schulz, P.Eng. David Watt, P.Eng.	APEGGA Staff: Ray Chopiuk, P.Eng. Director, Professional Practice Discipline Committee Committee Members Allin Follinsbee, P.Geoph., Chair Bruce Alexander, P.Eng., Past Chair Mike Berezowski, P.Eng. Eugene Collins, P.Eng. Gerry DeSorcy, P.Eng. Allan Doell, P.Eng. Curtis Feeg, P.Eng. Bill Hibbard, P.Eng. Rick Imai, P.Eng. Norm Mattson, Public Member Diana Purdy, P.Geol. Larry Staples, P.Eng. David Woodall, P.Eng. Legal Counsel Dwayne Chomyn, LL.B. APEGGA Staff Ray Chopiuk, P.Eng., Director, Professional Practice

AGENDA — 82nd Annual General Meeting

H.D. Miller, P.Eng., Chair
Shaw Conference Centre, Edmonton
Saturday, April 27, 2002

AGENDA

1. PAYMENT OF RESPECT TO MEMBERS DECEASED SINCE 2001 ANNUAL MEETING
2. ANNOUNCEMENT OF ELECTION RESULTS
3. OBJECTION TO ELECTION RESULTS
4. MINUTES OF THE 2001ANNUAL GENERAL MEETING
5. BUSINESS ARISING FROM THE MINUTES
6. AUITOR'S REPORT (Auditor will be in attendance)
7. APPOINTMENT OF AUDITORS FOR 2002
8. PRESIDENT'S REPORT

9. REPORTS OF BOARDS, COMMITTEES AND BRANCHES
10. CANADIAN COUNCIL OF PROFESSIONAL ENGINEERS
 - 10.1 President of the Board
11. CANADIAN COUNCIL OF PROFESSIONAL GEOSCIENTISTS
 - 11.1 Chair of the Board
12. NEW BUSINESS
 - 12.1 Revisions to the Act, Regulations and Bylaws
 - 12.2 Resolutions
 - 12.3 Other Business
13. APPOINTMENT OF NOMINATING COMMITTEE FOR 2002/2003
14. DATES FOR 2003, 2004 AND 2005 ANNUAL GENERAL MEETINGS
15. PROVINCIAL REPORTS
16. INDUCTION OF PRESIDENT
17. ADJOURNMENT