



COUNCIL MEETING
December 10, 2019
Edmonton (APEGA Office)
10:00 am – 2:00 pm

MINUTES

PRESENT

Council Executive:

George Eynon, P.Geo., FGC, FEC (Hon.) – President
John Van der Put, P.Eng., FEC, FGC (Hon.) – President Elect
Tim Joseph, P.Eng., PhD, FCIM – Vice-President
Nima Dorjee, P.Eng., FEC, FGC (Hon.) – Past President

Councillors:

Jennifer Enns, P.Eng.
Darren Hardy, P.Eng.
Tim Hohm, P. Eng.
David Johnson, P.Geo.,
Wally Kozak, P.Eng.
RaeAnne Leach, P.Eng., PMP, FEC, FGC (Hon.)
Manon Plante, P.Eng., MDS
Melanie Popp, P.Eng.,
Bob Rundle, P.Eng., PMP
Jason Vanderzwaag, MASC, P.Eng., LEED AP, PMP
Claudia Villeneuve, P.Eng., M.Eng., PMP, ACG
Emily Zhang, P.Eng., PMP

Public Members:

Mary Phillips-Rickey, FCA
Georgeann Wilkin RN, LI.B

Engineers Canada Directors:

Lisa Doig, P. Eng., MBA, FEC, FGC (Hon.)
Gary Faulkner, PhD, P.Eng.
David Lynch, FCAE, FEIC, FCIC, FEC, FGC (Hon.), PhD, P.Eng.
Jane Tink, P.Eng., FEC, FGC (Hon.)

Staff:

Jay Nagendran, P.Eng., FCAE, ICD.D, FEC, FGC (Hon.), Registrar & CEO (RCEO)
Jill Arbuthnott, Executive Assistant to Council
Nancy Biamonte, ABC, Director of Communications
John Corriveau, P.Eng.
Sloan d'Entremont, P.Eng., CPCC, Senior Advisor & Director, Council Relations
Colette Fernandes, Council Relations Coordinator
Sharilee Fossum, MBA, CPA, CMA, ICD.D, Chief Financial & Corporate Officer (CFCO)
Dianne Johnstone, CPP, Director of Legislative Review & Government Relations
Matthew Oliver, CD, P.Eng., Deputy Registrar & Chief Regulatory Officer (CRO)
Mark Tokarik, P.Eng., LL.B., FEC, Senior Advisor, Legislation & Regulatory Affairs

Special Guests:

Victor Benz, P.Eng., P.Eng., FEC, FGC (Hon.), Chair, Appeal Board (item #4.1)
Kjersti Powell MA, Governance Consultant (item 6.0)

Regrets:

Colin Yeo, P.Geo., FGC, FEC (Hon.) – Geoscientists Canada Director

1.0 CALL TO ORDER

The Chair called the meeting to order at 10:00 am.

2.0 COUNCIL MEETING CONDUCT

- 2.1 Council Code of Conduct
- 2.2 Code of Ethics
- 2.3 Declaration of Conflict of Interest

There were no conflicts of interest declared.

3.0 ADOPTION OF MEETING AGENDA

MOTION 19-53

MOVED by Darren Hardy and seconded by Emily Zhang, THAT the December 10, 2019, Council agenda be adopted as presented.

Number of votes in favour: 15/15
Necessary for adoption: 8/15
Motion unanimously adopted.

Note: The number of voting members increased to seventeen (17) after item 3.0, due to late arrivals.

4.0 STAT. BOARD UPDATES

4.1 Appeal Board

The Appeal Board (the Board) is one of the five APEGA statutory committees and is defined in the EGP Act. The Board deals with the appeals of decisions made by the other four APEGA statutory committees. The Board is currently comprised of one public member, and sixteen professional members. Three new members were added in 2019.

The Chair of the Board spoke to the report provided and indicated that the two (2) key challenges that the Board faces are that appellants defend themselves, and that the appellants attempt to bring new evidence to the appeal hearing, which results in a new case having to be started.

5.0 GENERATIVE DISCUSSIONS

5.1 Length of Council Meetings

Council discussed whether meetings should be one or two days, in length. Staff, working with the President, will continue to be as effective as possible to keep meetings to one day, and push into a second day only when necessary. It was noted that two day meetings allows for more meaningful conversations and generative discussions, that cannot be had in a one day meeting.

5.2 AGM's Fridays or Saturdays

The discussion focused on the potential of moving AGM's from Friday afternoons to Saturdays. A decision was made to keep the AGM on Fridays. Further conversation focussed on the quality of the programming provided at the AGM and Conference; and how to improve attendance at future AGM's.

Staff were asked to research the steps that would be needed to make electronic voting, for the Membership, not able to attend in person, a possibility at AGM's

5.3 Mandatory Ethics & CPD

Council discussed how to implement periodic mandatory ethics training and mandatory annual CPD reporting with dues renewal. One suggestion was to have members take intensive on-line mandatory courses on an periodic basis; as it is important to help members understand their regulatory responsibilities. It was noted that APEGA staff are reviewing several options and will bring this forward to Council for review at a later date.

6.0 GOVERNANCE FRAMEWORK REVIEW

The Chair of the Governance Committee provided an introduction to the Governance Framework Review report provided. Ms. Plante, the Chair of the Governance Review Subcommittee (the Subcommittee), and Ms. Powell, who is the governance consultant to the project, provided a comprehensive presentation on why the Subcommittee should become the Governance Framework Review Task Force, reporting directly to Council.

The discussion focused on why a framework review is necessary now and that the work of the Subcommittee is to assess the current system against benchmark governance.

The following two motions were proposed and voted on:

Motion 19-54

MOVED by Nima Dorjee and seconded by Emily Zhang, THAT Council approve the formation of a Governance Framework Review Task Force.

Number of votes in favour: 14/17

Necessary for adoption: 9/17

Motion adopted.

MOTION 19-55

MOVED by Manon Plante and seconded by Emily Zhang, THAT Council approve the Terms of Reference (ToR) for the Governance Framework Review Task Force, as presented on December 10, 2019.

Number of votes in favour: 15/16

Necessary for adoption: 9/16

Motion adopted.

Note: The number of voting members decreased to sixteen (16) for this vote as a Councillor had left the table before the vote was tabled and voted on.

7.0 ADJOURNMENT

The meeting adjourned at 2:00 pm



COUNCIL MEETING
December 11, 2019
Edmonton (APEGA Office)
8:30 am – 3:00 pm

MINUTES

PRESENT

Council Executive:

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John Van der Put, P.Eng., FEC, FGC (Hon.) – President Elect
Tim Joseph, P.Eng., PhD, FCIM – Vice-President
Nima Dorjee, P.Eng., FEC, FGC (Hon.) – Past President

Councillors:

Jennifer Enns, P.Eng.
Darren Hardy, P.Eng.
Tim Hohm, P. Eng.
David Johnson, P.Geo.,
Wally Kozak, P.Eng.
RaeAnne Leach, P.Eng., PMP, FEC, FGC (Hon.)
Manon Plante, P.Eng., MDS
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Bob Rundle, P.Eng., PMP
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Jane Tink, P.Eng., FEC, FGC (Hon.)

Staff:

Jay Nagendran, P.Eng., FCAE, ICD.D, FEC, FGC (Hon.), Registrar & CEO (RCEO)
Jill Arbuthnott, Executive Assistant to Council
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Sloan d'Entremont, P.Eng., CPCC, Senior Advisor & Director, Council Relations
Colette Fernandes, Council Relations Coordinator
Sharilee Fossum, MBA, CPA, CMA, ICD.D, Chief Financial & Corporate Officer (CFCO)
Dianne Johnstone, CPP, Director of Legislative Review & Government Relations
Zac Parsons, B.Comm, Senior Advisor, Business Planning (item #8.4)
Matthew Oliver, CD, P.Eng., Deputy Registrar & Chief Regulatory Officer (CRO)
Jason Schembri, Finance Director (for item 8.4)
Mark Tokarik, P.Eng., LL.B., FEC, Senior Advisor, Legislation & Regulatory Affairs
Heather Yewchuk, CPHR CCP BCom, Director of HR (for items 1.0 through 7.0)

Regrets:

Mary Phillips-Rickey, FCA
Colin Yeo, P.Geo., FGC, FEC (Hon.) – Geoscientists Canada Director

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:30 am.

2.0 COUNCIL MEETING CONDUCT

- 2.1 Council Code of Conduct
- 2.2 Code of Ethics
- 2.3 Declaration of Conflict of Interest

There were no conflicts of interest declared.

3.0 ADOPTION OF MEETING AGENDA

MOTION 19-56

MOVED by Jennifer Enns and seconded by Darren Hardy, THAT the December 11, 2019, Council agenda be adopted as presented.

Number of votes in favour: 16/16
Necessary for adoption: 9/16
Motion unanimously adopted.

4.0 COUNCIL MINUTES APPROVAL – OCTOBER 9-10, 2019

MOTION 19-57

MOVED by Tim Hohm and seconded by Emily Zhang, THAT the minutes of the October 9-10, 2019, Council meetings be approved, by Council.

Number of votes in favour: 16/16

Necessary for adoption: 9/16

Motion unanimously adopted.

5.0 CONSENT AGENDA

The following Consent Agenda item was approved as presented in the December 11th Council package.

5.1 Statutory Board Appointments

6.0 REPORTS

The following reports were presented for information purposes.

- 6.1 Registrar & CEO's Report
- 6.2 President's Report
- 6.3 Special Committee of Council Update
- 6.4 Engineers Canada Report
- 6.5 Geoscientists Canada Report
- 6.6 Consulting Engineers of Alberta Report
- 6.7 C2020 Update
- 6.8 Council & Committee 3-Year Schedule
- 6.9 Council Attendance

7.0 REGISTRAR & CEO'S ORAL UPDATE

The Registrar & CEO (RCEO) provided Council an update of the following items:

- Meeting with Labour Minister Copping (the Minister) and Deputy Minister McLeod – the meeting took place on November 19, 2019, and the Minister was clear on the fact that APEGA's legislation renewal will not be looked at in the Spring 2020 session, but it may be looked at in the Fall 2020 session.

The Minister agreed to a meeting in early 2020 with the CEO's of the Pro 7 Group (The Alberta Association of Architects, the College of Physicians and Surgeons of Alberta, the Law Society of Alberta, the Alberta Dental Association and College, the Alberta Veterinary Medical Association, the Chartered Professional Accountants of Alberta, and APEGA). APEGA agreed to coordinate the logistics of the meeting.

- Rural UCP Caucus Meeting – the meeting took place on November 26, 2019. There were about 20 MLA's in attendance, they were engaged and interested in the information that was shared about APEGA's desire to modernize the legislation in 2020.

- Employee Engagement Survey (EES) – the EES ran for the last two weeks of November 2019, and the participation rate was an impressive 96%. Results will be received in early 2020.
- Competency Based Assessment (CBA) – Council was very engaged in this topic and a lengthy discussion ensued. The CBA process focusses on reviewing academic and work experience. A total of 24 examiners were added in 2019, with the hopes of having that many added again, over the next few years.

8.0 ROUTINE BUSINESS OF COUNCIL

8.1 Executive Committee Report

The Chair of the Executive Committee spoke to the report provided. The following motions were proposed and voted on:

MOTION 19-58

MOVED by Tim Joseph and seconded by Bob Rundle, THAT Council approve the recommendation of the Executive Committee to create a new membership category for retired registrants. For example: P.Eng./P.Geo., retired or P.L. (Eng./Geo.), retired.

There was discussion as to whether the members who are assigned the new category will be listed in the membership directory, as life members are. Staff assured Council that they will be, to provide consistency across the different member categories.

Number of votes in favour: 16/16
Necessary for adoption: 9/16
Motion unanimously adopted.

MOTION 19-59

MOVED by Manon Plante and seconded by Wally Kozak, THAT Council approve the recommendation of the Executive Committee to set fees for the newly created membership category for retired registrants to be 25% of the professional fee.

Number of votes in favour: 16/16
Necessary for adoption: 9/16
Motion unanimously adopted.

8.2 Governance Committee Report

The Chair of the Governance Committee spoke to the report provided. There was no discussion.

8.3 Nominating Committee Report

The Chair of the Nominating Committee spoke to the report provided.

8.4 Audit Committee Report

The Chair of the Audit Committee spoke to the reports provided. It was noted that the revenue and expense forecasts are below budget and that \$400,000 of reserves will be used. On the Capital side, additional money was spent, at Council's request, to increase the speed of the important IT projects, including the MEx project.

8.4.1 2019 Q3 Year to Date Management Financial Statements and Analysis

8.4.2 2019 Q3 Forecast of Year-End Operating Results

8.4.3 2020-2022 Business Plan & Budget

8.4.3.1 Business Plan 2020-2022

8.4.3.2 Operating and Capital Budgets

The operating and capital budgets were presented.

MOTION 19-60

MOVED by Darren Hardy and seconded by Manon Plante, THAT The Audit Committee recommends Council approve the 2020 Operating & Capital Budget as presented.

There was discussion on the number of practice reviews that are being done annually and if it is possible to do more of them. Staff will continue to inform Council of their plans to increase impact with additional practice reviews.

Council was supportive and willing to approve the resources necessary to sustain our growth in becoming a better regulator to protect the public welfare.

Number of votes in favour: 16/16

Necessary for adoption: 9/16

Motion unanimously adopted.

8.4.3.3 Revised Examination Fee Schedule

The revised examination fee schedule was presented and the following motion was presented. The revised fee schedule will bring APEGA in line with other associations across Canada.

MOTION 19-61

MOVED by Darren Hardy and seconded by Tim Joseph, THAT the revised fee schedule for examinations be recommended to Council for implementation January 1, 2020.

Number of votes in favour: 16/16

Necessary for adoption: 9/16

Motion unanimously adopted.

8.5 Policy Standards Task Force Report

The Chair of the Policy Standards Task Force presented the following motions for approval.

Note: The number of voting members decreased to fourteen (14) for these two (2) votes as two (2) members of Council had stepped out of the room.

MOTION 19-62

MOVED by Tim Joseph and seconded by Jennifer Enns, THAT Council approve the Process 1 and 2 Reinstatement list presented, as recommended by the Practice Review Board and endorsed by the PSTF.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

MOTION 19-63

MOVED by Tim Joseph and seconded by Jennifer Enns, THAT Council approve the five Process 3 cases presented, to be reinstated with conditions as recommended by the Practice Review Board and endorsed by the PSTF.

Number of votes in favour: 14/14
Necessary for adoption: 8/14
Motion unanimously adopted.

Note: The number of voting members increased to fifteen (15) for the below motion as one (1) member of Council had stepped out of the room.

MOTION 19-64

MOVED by Tim Joseph and seconded by Claudia Villeneuve, THAT Council approve the practice bulletin "CSA A283:19 - SUPERVISING PROFESSIONAL for CONCRETE TESTING LABORATORIES".

Number of votes in favour: 14/15
Necessary for adoption: 8/15
Motion adopted.

9.0 HONOURS & AWARDS REPORT

A member of the Honours & Awards Committee and the Event Planning & Member Recognition Manager provided background on the process of recommending recipients for the APEGA Summit Awards and the Engineers Canada Gold Awards, which includes using social media, word of mouth, ePEG blasts to the membership, as well as other resources.

It was noted that the geoscientist nominations are low and that the community needs to more engaged. There was a suggestion that the APEGA.ca website should provide access to the public and members a listing of all the recipients of the Summit awards.

MOTION 19-65

MOVED by Melanie Popp and seconded by Jennifer Enns, THAT Council approve the recommendations of the Honours & Awards Committee for the 2020 recipients of the APEGA Summit Awards.

Number of votes in favour: 16/16
Necessary for adoption: 9/16
Motion unanimously adopted.

MOTION 19-66

MOVED by Manon Plante and seconded by Wally Kozak, THAT Council approve the recommendations of the Honours & Awards Committee for the 2021 nominees of the Engineers Canada Awards.

Number of votes in favour: 16/16
Necessary for adoption: 9/16
Motion unanimously adopted.

MOTION 19-67

MOVED by Jennifer Enns and seconded by RaeAnne Leach, THAT Council approve the recommendation of the Honours & Awards Committee to nominate Dr. Nigel Shrive and Mr. Jim Beckett as nominees of the Engineers Canada Gold Medal Award for 2020.

Number of votes in favour: 16/16
Necessary for adoption: 9/16
Motion unanimously adopted.

10.0 EXECUTIVE SESSION

An executive session was held.

11.0 EXECUTIVE SESSION SUMMARY

A summary was not provided.

12.0 ADJOURNMENT

The meeting adjourned at 3:10 pm