



COUNCIL MEETING
October 9, 2019
Calgary TELUS Convention Centre
10:45 am – 4:30 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.)
Melanie Popp, P.Eng.,
Bob Rundle, P.Eng., PMP
Jason Vanderzwaag, MASC, P.Eng., LEED AP, PMP
Emily Zhang, P.Eng., PMP

Public Members:

Mary Phillips-Rickey, FCA

Engineers Canada Directors:

Lisa Doig, P. Eng., MBA, FEC, FGC (Hon.) (departed at 11:30 am)
Gary Faulkner, PhD, P.Eng. (arrived at 11:30 am)
David Lynch, FCAE, FEIC, FCIC, FEC, FGC (Hon.), PhD, P.Eng.

Geoscientists Canada Director:

Colin Yeo, P.Geo., FGC, FEC (Hon.)

Staff:

Jay Nagendran, P.Eng., FCAE, ICD.D, FEC, FGC (Hon.), Registrar & CEO (RCEO)
Jill Arbuthnott, Executive Assistant to Council
Amit Bannerjee, P.Eng., Director, Registration Operations (item #7.0)
Nancy Biamonte, ABC, Director of Communications
Scott Clarke, P.Eng., Director of Information Technology
Sloan d'Entremont, P.Eng., CPCC, Senior Advisor & Director of 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)
Zac Parsons, B.Comm, Senior Advisor, Business Planning (item #10.0)
Kem Singh, P.Eng., Director, Registration (item #7.0)
Mark Tokarik, P.Eng., LL.B., FEC, Senior Advisor, Legislation & Regulatory Affairs

Special Guests:

Brian Marcotte, P.Eng., FEC, Chair, Board of Examiners (item #7.0)

Regrets:

Manon Plante, P.Eng., MDS
Jane Tink, P.Eng., FEC, FGC (Hon.)
Claudia Villeneuve, P.Eng., M.Eng., PMP, ACG
Georgeann Wilkin, RN, LI.B

1.0 CALL TO ORDER

The Chair called the meeting to order at 10:45 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 19-43

MOVED by Melanie Popp and seconded by Jason Vanderzwaag, THAT the October 9, 2019, Council agenda be adopted as presented.

Number of votes in favour: 11/11
Necessary for adoption: 6/11
Motion unanimously adopted.

4.0 COUNCIL MINUTES APPROVAL – JUNE 13, 2019

MOTION 19-44

MOVED by Emily Zhang and seconded by Bob Rundle, THAT the minutes of the June 13, 2019, Council meetings be approved, by Council.

Number of votes in favour: 11/11

Necessary for adoption: 6/11

Motion unanimously adopted.

Note: The number of voting members increased to fourteen (14) after item 4.0, due to late arrivals.

5.0 CONSENT AGENDA

The following Consent Agenda items were approved as presented in the October 9th Council package, after discussion in item 8.0 (Items from Consent Agenda and Reports That Require Discussion).

5.1 Statutory Board Appointments

The Statutory Board Appointments item was moved to item 8.0 (Items from Consent Agenda and Reports that Require Discussion), to allow for discussion.

6.0 REPORTS

The following reports were presented for information purposes.

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

The Registrar & CEO's Report item was moved to item 8.0 (Items from Consent Agenda and Reports that Require Discussion), to allow for discussion.

7.0 STAT. BOARD UPDATE (BoE)

The Chair of the Board of Examiners (BoE) provided information on the purpose of the BoE, which has been established as per Part 5 Section 30 of the EGP Act. The role of the BoE is to approve, defer, or refuse applications for registration.

The BoE is comprised of the Chair, the Registration Executive Committee (REC) (17 members which includes two public members), the Registration Committee which has approximately 90 Academic and Experience Examiners (which include the REC members), who review the applications and provide recommendations to the REC. The BoE is supported by 25 APEGA staff members, which includes eight professional members.

Council asked how they could better support the BoE; the BoE Chair expressed a need for more volunteers, including Academic Examiners.

8.0 ITEMS FROM CONSENT AGENDA AND REPORTS THAT REQUIRE DISCUSSION

Stat Board Appointments:

MOTION 19-45

MOVED by Melanie Popp and seconded by Jason Vanderzwaag, THAT Council approve the Statutory Board Appointments, as recommended by the Governance Committee, on October 9, 2019, as presented

Council discussed their concern with the appointment of a Past President to serve on the statutory Appeal Board. Staff clarified for Council that the appointment of the a Past President, to the Appeal Board, is a requirement of the Regulations (Reg. 40(1)), and that this requirement will be removed as part of the updated legislation submission.

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

RCEO's Report:

Council asked about the Pan Canadian Competency Based Assessment (CBA) tool and the decision that is required by the end of October 2019 to adopt the tool. The Registrar & CEO advised that APEGA is reviewing EGBC's platform. Technically it is a promising system, however there are security concerns that IT is looking into.

Council also asked about the processing times for licensure and why it was not provided in the RCEO's report, for the October 2019 meeting. (Staff advised that those are numbers that were removed for this report.) The charts that are normally provided show the number of backlogged cases, and that the backlogged charts have been discontinued with this report, as the information was not being calculated correctly for the data to be useful. Time based metric data charts will be added in to the RCEO report once that data is able to be collected and shared in an appropriate way.

9.0 LEGISLATIVE REVIEW OVERVIEW & UPDATE

This session was held in-camera. A summary was not provided.

10.0 GENERATIVE DISCUSSION

10.1 APEGA FOUNDATION

This session was held in-camera. A summary was not provided.

11.0 ADJOURNMENT

The meeting adjourned at 4:30 pm



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Mark Tokarik, P.Eng., LL.B., FEC, Senior Advisor, Legislation & Regulatory Affairs

Regrets:

Lisa Doig, P. Eng., MBA, FEC, FGC (Hon.)
Manon Plante, P.Eng., MDS
Jane Tink, P.Eng., FEC, FGC (Hon.)
Georgeann Wilkin, RN, LI.B

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

Ms. Villeneuve recused herself for a portion of item 4.0 (Registrar & CEO's Oral Report). There were no further conflicts of interest declared.

3.0 ADOPTION OF MEETING AGENDA

MOTION 19-46

MOVED by Claudia Villeneuve and seconded by Darren Hardy, THAT the October 10, 2019, Council agenda be adopted as presented.

Number of votes in favour: 12/12
Necessary for adoption: 7/12
Motion unanimously adopted.

Note: The number of voting members increased to fourteen (14) after item 3.0, due to late arrivals.

4.0 REGISTRAR & CEO's ORAL UPDATE

The Registrar & CEO (RCEO) responded to questions that Councillors asked after reviewing the Council meeting packages, and that were brought forward by the Executive Committee members at the Council Call-Out meeting held on October 7, 2019. All the questions asked during that meeting were also responded to through a subsequent email to all of Council.

Bill 11 – Fair Registration Practices Act

The Act has been tabled but not yet proclaimed. Once the Act has been proclaimed any decisions on applications for internationally trained graduates will need to be made within six (6) months, as this will be law. Competency Based Assessments (CBA) were implemented eighteen (18) months ago to increase registration rigour for the purpose of protecting the public, which has extended the registration timeline. With Council's approval, staff will hire three (3) FTE's to address the need to comply with the six (6) month decision requirement.

Professional Engineers Ontario (PEO)

PEO recently performed an audit, led by an external body. The audit covered three main areas: licensing and registration; complaints, discipline, compliance and enforcement; and professional standards and guidance. The final report looked at twenty-two (22) standards of good regulation covering these areas and PEO met nine (9) of these twenty-two (22) standards and partially met one other. There were a total of fifteen (15) recommendations.

PEO's Council tentatively agreed to adopt APEGA's National Professional Practice Exam (NPPE), this will increase the number of potential exams by 4,000 to 5,000 per year.

APEGA as an APEGA Permit Holder

An analysis, that was provided in the Council package, provided information on why APEGA should not be an APEGA permit holder. Being a permit holder would require APEGA to enforce itself. The RCEO confirmed with Council that they are aligned with this decision and a permit will no longer be issued to APEGA.

5.0 MOU's UPDATE

A thorough review of all the current Memoranda Of Understanding (MOU) has been completed by staff. The initial focus of the review was on the APEGA-CEA MOU. APEGA and CEA has agreed to terminate the MOU by the end of 2019 with biannual meetings between APEGA and CEA to replace the MOU going forward.

A total of fourteen MOU were found to be in effect between APEGA and other organizations (including CEA) the majority of which are in support of education.

MOTION 19-47

MOVED by Tim Joseph and seconded by Melanie Popp, THAT Council approve the termination of the memorandum of understanding between CEA and APEGA, effective December 31, 2019.

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

The following motion was required to rescind the Practice Standards Committee (PSC) Terms of Reference (ToR) from 2000, that is a sub-committee of the Practice Review Board (PRB). A new ToR was approved in 2015 which superceded the ToR from 2000. The motion below is a housekeeping item.

MOTION 19-48

MOVED by Tim Joseph and seconded by Bob Rundle, THAT Council rescind the Practice Standard Committee Terms of Reference from the year 2000.

Number of votes in favour: 14/14

Necessary for adoption: 8/14

Motion unanimously adopted.

6.0 ROUTINE BUSINESS OF COUNCIL

6.1 Audit Committee Report

The reports and statements provided by the Audit Committee were reviewed. It was noted that membership is down from last year; however with revenue and expenses below budget there is no need for concern. An ask of twenty (20) additional FTE's will be coming to Council for approval at the December 2019 meeting. Council gave staff the go-ahead to begin recruiting for three (3) positions before the December Council meeting, to address Bill 11 requirements.

6.1.1 2019 Q2 Year-to-Date Management Financial Statements and Analysis

6.1.2 2019 Q2 Forecast of Year-End Operating Results

6.1.3 Key Budget and Business Plan Assumptions

6.2 Governance Committee Report

The Chair of the Governance Committee spoke to the report provided, noting that the activity of the Governance Review Subcommittee (GRSC) will exceed the term of the current Council/Committee cycle; and that the GRSC should become a task force of Council.

6.2.1 Governance Review Subcommittee Report

On behalf of the Chair of the GRSC, who was absent, the Senior Advisor and Director of Council Relations spoke to the report provided and also offered additional information on why the GRSC should be a Task Force.

The scope of the GRSC is to assess the current governance framework, against recognized good governance standards, which is a much broader scope of the Governance Committees work plan item to review the Governance Manual. The GRSC, who are more appropriate as a task force of Council, have a distinct mandate, deliverables, and a timeline with a defined end date.

6.3 Nominating Committee Report

The Chair of the Nominating Committee spoke to the report provided. There are twenty (20) candidates, for Councillor, this year and three (3) executive candidates. The names of recommended candidates will be shared with Council before the next Council meeting.

6.4 Policy Standards Task Force Report

The Chair of the Policy Standards Task Force spoke to the report provided and presented the following motions for approval.

MOTION 19-49

MOVED by Melanie Popp 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: 15/15

Necessary for adoption: 9/15

Motion unanimously adopted.

MOTION 19-50

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

Number of votes in favour: 14/15

Necessary for adoption: 9/15

Motion adopted.

MOTION 19-51

MOVED by Tim Joseph and seconded by Tim Hohm, THAT Council approve Register Policy POL-REGL-EXT-8011, as endorsed by the Policy Standards Task Force, on October 10, 2019.

Number of votes in favour: 14/15

Necessary for adoption: 9/15

Motion adopted.

6.5 Executive Committee Report

The President and Chair of the Executive Committee spoke to the report provided and the importance of the President's Visits. The President's Visits provide APEGA the opportunity to connect with members all over the province and build two-way dialogue.

Council asked that metrics be provided to measure against the strategic plan. Staff informed Council that they are currently in the process of building these metrics and that they will be supplied to Council, at upcoming Council meetings.

7.0 PROGRESS UPDATES

The Chief Membership Services Officer & Director, Communications, presented Council with an update on Centennial 2020, the Member/Public/Municipal Survey Results, and the Brand Project Process Review.

7.1 Centennial 2020

There are currently forty-seven (47) events planned between November 2019 and December 2020, with more to be added, for Centennial 2020 (C2020). The photo contest received 170 submissions, and the microsite, which will showcase C2020 stories, will be up and running by mid-November 2019.

7.2 Member/Public/Municipal Survey Results

A survey ran from May – June 2019, and reached out to members, the public and municipalities. The last time any type of market research had been done was over five (5) years ago. The key objectives were to increase engagement, increase brand awareness with the public, and to reinforce APEGA's role as a regulator.

There were five (5) main insights that were realized from the survey results:

1. People think they know what engineers and geoscientists do – but they don't really.
2. We must convert trust into champions
3. If you trust an engineer or a geoscientist...you can trust APEGA.
4. Centennial celebrations need context.
5. Instilling pride in the profession can mean instilling pride in membership.

7.3 Brand Project Process Overview

The overview of the brand project process included information on the five (5) steps that happen for organizations looking to rebrand, they are:

1. Conduct research,
2. Clarify strategy,
3. Design identity,
4. Create touchpoints, and
5. Manage assets

8.0 APEGA FOUNDATION

The Chair presented the following motion for approval by Council, after a fulsome in-camera discussion at the October 9, 2019, Council meeting.

MOTION 19-52

MOVED by John Van der Put and seconded by David Johnson, THAT Council approve the removal of all support for and the APEGA name from the APEGA Foundation.

Number of votes in favour: 15/15

Necessary for adoption: 9/15

Motion unanimously adopted.

Communications will be prepared to be sent out to several different audiences, that will provide information on the decision made by Council.

9.0 EXECUTIVE SESSION

An executive session was held.

10.0 EXECUTIVE SESSION SUMMARY

Council directed staff to add "Mandatory Ethics and CPD" to the December 2019 agenda.

11.0 ADJOURNMENT

The meeting adjourned at 3:10 p.m.