



**MEDICINE HAT BRANCH  
EXECUTIVE MEETING**

**2010.03.11.1900**

**Sunwise Engineering Boardroom**

Attendance:

Regrets:

Sheldon Dattenberger  
Kenzie Liefso  
John Bulmer  
John Penrose  
Sandra Plank  
Craig Maunder  
Spencer Torrie

Clayton Bos  
Bob Arthur  
Gerard Klotz  
Chandra Acharya

| ITEM | TOPIC                                 | DISCUSSION / RESOLUTION   | ACTION BY     |
|------|---------------------------------------|---|---------------|
| 1.0  | CALL TO ORDER                         | KL called the meeting to order at 1901<br><br>A warm welcome was given to our newest Branch Executive<br><br><b>SPENCER TORRIE</b>  | INFO          |
| 2.0  | ADOPTION OF AGENDA                    | Motion to adopt the Agenda as presented<br><br>Moved: SP. Seconded: JP <b>APPROVED</b>  | INFO          |
| 3.0  | ADOPTION OF MINUTES FROM LAST MEETING | Motion to adopt the 2010.01.06 Executive meeting minutes.<br><br>Moved: KL. Seconded: SP <b>APPROVED</b>  | INFO          |
| 4.0  | BRANCH CHAIRS MEETING UPDATE          | <b>KL provided a written and verbal update on the 20100224 Branch Chairs Meeting</b><br><br><b>4.1 Branch Executive Orientation</b><br><br>HO is planning on a Branch Executive Orientation seminar in Edmonton. Date and time TBD.<br><br>KL inquired as to whether any executive in attendance would be interested in attending the seminar. <b>JB and CM</b> said yes.<br><br><b>If any executive are interested in attending please contact KL.</b><br><br><b>4.2 PEG MAGAZINE</b><br><br>Our monthly publication is now a magazine format named the PEG. | KL<br><br>ALL |
|      |                                       | There was great discussion about a Branch article for the PEG. Discussion centred around what do we do well. Some of the comments included: Golf tournament, President's Visit and Science Olympics.  | BA            |

As Media Relations Coordinator, BA was volunteered to write an article following the 2010 Science Olympics.

INFO

#### 4.3 APEGGA STRATEGIC PLAN

There was discussion about the lack of 'engagement / participation' by members at most levels within APEGGA. What can the Branch do to improve uptake by the membership? SP suggested that we should be referencing the CPD credit / requirements on all our event notices. This was agreed by all to be a good starting point.

INFO

#### 4.4 Other Items

KL also provided updates on the new Manager of Member Affairs and Peace Region Branch name change.

**SECRETARY'S NOTE: As a former Executive Member and Treasurer of the Peace River Branch its sad to see the old name gone – but that is progress (and a better reflection of the Branch).**

#### 5.0 COUNCIL MEETING UPDATE

**KL provided a written and verbal update on the 20100225 Council Meeting**

Items covered included:

- Finances
- Staff
- Computers for Schools programme
- CCPG
- Engineers Canada
- President's Visit followup

INFO

Details on all of these are included in the written update

#### 6.0 FINANCIAL UPDATE

##### 6.1 Audited Financial Statement

KL

JP submitted the unaudited 2009 Financial Statement. The statement is as of 20091231.

SD

The Audit Committee was elected at the Branch AGM. KL and SD were elected and will review the statements.

##### 6.2 Current Financial Statement

INFO

As of 20100307 the Branch has \$ xxxxxx on deposit.

#### 7.0 BUSINESS ARISING FROM LAST MEETING

##### 7.1 APEGGA SCIENCE OLYMPICS

Science Olympics are scheduled for 2010.03.27 at Medicine Hat College. As always, volunteers are appreciated. Venue for the Olympics will likely be different than previous years due to the construction activities at the College.

ALL

This year's project is the construction of a Newspaper Skyscraper. Perhaps our local students can rival Dubai's Burg, but without the electrical gremlins.

#### **7.1.1 Lunch Organizer**

**SD**

It was agreed that the Branch will provide lunch to those members volunteering at the Science Olympics. Considerations included vouchers at the College Cafeteria or tying in with the Science Fair Judges lunch.

SD to co-ordinate.

**SP**

#### **7.1.2 Tape Purchase**

KL advised that an additional 8 rolls of Staples Masking Tape was required.

SP volunteered to pick up the additional tape.

#### **7.1.3 Newspapers**

**ALL**

KL reminded all to bring their old copies of the Medicine Hat News. It would be greatly appreciated if the flyers and the 'single pages' could be removed in advance.

#### **7.1.4 Plaques for Science Fair**

**KL**

KL has ordered the plaques for the Science Fair winners.

#### **7.1.5 Gift Certificates for Science Fair**

**JP**

JP has the gift certificates for the Science Fair winners.

#### **7.1.6 Measurement of Towers**

**GK / KL**

KL will contact GK in regard to how to measure the height of the skyscraper and whether additional tools are required (e.g. survey rod)

#### **7.1.7 Prizes for Science Olympics**

**GK**

GK has ordered the necessary APEGGA swag as prizes for the Science Olympics.

#### **7.1.8 Event Notice**

**GK / KL**

KL will contact GK about sending out the event notice for this event. CPD reminder to be included.

**BA**

### **7.2 TEACHER AWARDS**

**GK**

KL provided a brief update in regard to this. The Branch is still attempting to make first contact with the respective school divisions in regard to the 2010 Teacher Awards

**KL**

### **7.3 MEDICINE HAT COLLEGE STUDENT MIXER**

At the 2010.01.06 Executive Meeting, it was agreed to provide a \$ 500 donation to fund the purchase of a load cell for the Bridge Building Competition (REF Item 4.2.1). Still awaiting word whether the load cell has been purchased – CB is coordinating this item.

CB

There was also the reminder to discuss at a future meeting how to monitor the age of attendees at this event as alcohol is being served.

**8.0 NEW BUSINESS**

**8.1 CaGBC LEED Canada Core Concepts and Strategies Workshop**

JB provided details in regard to the City of Medicine Hat's efforts in attracting the CaGBC to Medicine Hat to present a workshop on LEED. The workshop is scheduled for April 14 and will present an introduction to the LEED system. Further details on the workshop will be provided as the event gets closer.

INFO

**8.1.1 Sponsorship of Lunch and Snacks**

JB inquired as to whether the Branch would consider sponsoring the lunch and snacks associated with the event. There was discussion in regard to ensuring that APEGGA's contribution is recognized at the event. JB advised that APEGGA would be well recognized.

JB

**Motion that the APEGGA Medicine Hat Branch donate up to \$ 500 for the provision of lunch and snacks for the LEED Canada Core Concepts and Strategies Workshop to be held in Medicine Hat.**

Moved: SP Seconded: JP **APPROVED**

**8.1.2 Announcement**

Once the event details are finalized, JB will issue an Event Notice for the workshop. CPD reminder to be included.

JB

**8.2 Medicine Hat Branch AGM Review**

KL initiated a review of the Branch AGM that was held on 2010.03.05. It was noted that the AGM was quick and that although quorum was met, the turnout was low. The turnout for the wine tasting after the AGM was even less.

JB

Discussion ensued about how to improve attendance at future AGMs. It was decided to try and hold the AGM during the lunch hour and tie it in with a technical presentation (ABSA, Pipeline Corrosion, etc.). As Professional Development Coordinator, JB will research this further.

**8.3 Branch Succession Planning**

KL advised that there is the potential that the Vice Chair may not be able to undertake the role of Chair in 2011 due to work commitments. CM was discussed as a possible replacement.

CB

KL

KL will follow up with the Vice Chair to discuss this further.

## 8.4 Future Events

### 8.4.1 Current Schedule

March: 27 – APEGGA Science Olympics

**ALL**

April: 14 – LEED Canada Workshop

15-16: APEGGA AGM

May: Need an event

June: Family BBQ

July: Need an event

### 8.4.2 May Event

JB will inquire as to the availability to hold a lunch hour Low Impact Development presentation in Medicine Hat.

**JB**

### 8.4.2 July Event

ST will make the research about having an APEGGA float in the Medicine Hat Stampede Parade. This was well received with various concepts being discussed – U of A solar car, the big A, etc.. SD and JB offered assistance.

**ST**

ST will also become the Branch's new Parade Coordinator.

**9.0 NEXT MEETING** Date: 04 April 2010 (Note: This is a Thursday)  
Time: 1900  
Location: Sunwise Engineering

**INFO**

**10.0 ADJOURNMENT** Meeting adjourned at 2041.

**INFO**

Moved: SP Seconded: JP **APPROVED**

**Minutes prepared by:**

**John Bulmer, P. Eng.**

**20100313.1845**