



APPROVED

**COUNCIL MEETING**  
Thursday, February 23, 2006  
APEGGA Calgary Office  
Calgary, Alberta

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## **MINUTES**

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### **PRESENT**

<b>President</b>	Larry Staples, P.Eng.
<b>President-Elect</b>	Dave Chalcraft, P.Eng.
<b>Vice-President</b>	Dr. Ken Porteous, P.Eng.
<b>Past President</b>	Linda Van Gastel, P.Eng.

<b>Councillors</b>	Jim Beckett, P.Eng. Chrys. Dmytruk, P.Eng. Darcie Greggs, P.Geol. Barbara Howes, P.Eng. John Peirce, P.Geoph. Marc Sabourin, P.Eng. Kim Sturgess, P.Eng. Jane Tink, P.Eng. Wim Veldman, P.Eng.
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<b>CCPE Director</b>	Darrel Danyluk, P.Eng.
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<b>CCPG Director</b>	Julie Aitken, P.Geoph.
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<b>Branch Observers</b>	Bob Arthur, P.Eng. Brad Howe, P.Eng. Anil Gupta, P.Eng. Jason Kachur, E.I.T. Shiraz Kanji, P.Eng. James Mmbando, P.Eng. Dr. Hassan Rizvi, P.Eng. Doug Wilkins, E.I.T.
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**Staff**

Neil Windsor, P.Eng.  
Tim Cartmell, P.Eng.  
Ray Chopiuk, P.Eng.  
George Lee  
Lianne Lefsrud, P.Eng.  
Pat Lobregt  
Philip Mulder, APR  
Elizabeth Muir  
Ross Plecash, P.Eng.  
Gary Reavie, CMA  
Bill Santo, P.Eng.  
Al Schuld, P.Eng.  
Len Shrimpton, P.Eng.  
Mark Tokarik, P.Eng.  
Trish Williams

**Education Foundation (Present only during the Education Foundation Presentation)**

Andy Gilliland, P.Eng.  
Dr. Ronald Lawson, P.Eng.  
Alice Payne, P.Geol.  
Connie Parenteau, P.Eng.  
Dave Stelck  
John Wood, P.Eng.

**REGRETS**

**Councillors**

Kim Farwell, P.Eng.  
Dr. Judith Lentin, P.Geol.  
Nick Trovato, P.Eng.

**Public Members**

Hugh Planche  
Dr. Larry Ohlhauser  
Bill Grace, FCA

**CCPE Director**

Dan Motyka, P.Eng.

**CCPG Director**

Brenda Wright, P.Geol.

**1. CALL TO ORDER AND APPROVAL OF MEETING AGENDA**

The meeting was called to order at 8:30 a.m. The President, Larry Staples, P.Eng. chaired the meeting and the Executive Assistant, Trish Williams recorded the minutes.

The President welcomed the Branch Chairs and reminded them that their insight was valued during the meeting and encouraged their comments and perspectives during discussions.

The President also welcomed once more, Ross Plecash, P.Eng. who would continue to act as the Parliamentary Resource Person for correct procedure during the meeting.

**It was requested that power points be installed in the Calgary Conference Centre to accommodate laptops. The President confirmed that these will be provided in the near future.**

The following items were added to the agenda:

- 4.2 APEGGA/CEA Memo of Understanding
- 11.2.1 Finance Committee Quarterly Report

Item 12.3 was moved to 11.5 and renamed as follows:

- 11.5 Board of Examiners Policy Review Task Force

Items 5.1, 5.2, 6.2 and 6.3 were deferred until a future meeting to be determined.

**MOVED BY W. VELDMAN AND SECONDED BY J. PEIRCE**

**06-01**

***THAT the Council agenda be approved as revised.***

**CARRIED UNANIMOUSLY**

**2. CONSENT AGENDA**

Items 2.1 and 2.2.3 were lifted from the consent agenda and moved to Item 3.

**MOVED BY M. SABOURIN AND SECONDED BY D. GREGGS**

**06-02**

***THAT the Consent Agenda be approved as revised.***

**CARRIED UNANIMOUSLY**

**3. BUSINESS ARISING FROM THE MINUTES AND BUSINESS LIFTED FROM THE CONSENT AGENDA**

3.1 Council Minutes – December 8, 2005

The minutes were slightly modified.

**MOVED BY D. CHALCROFT AND SECONDED BY B. HOWES** 06-03

*THAT the December 8, 2005 Council minutes be approved as revised.*

**CARRIED UNANIMOUSLY**

It was questioned whether the numbers indicated in table two of the Affinity Payment report to Council on December 8, 2005 were incorrect.

**MOVED BY C. DMYTRUK AND SECONDED BY B.HOWES** 06-04

*THAT the staff be asked to review the information that was presented in table two of the report and discuss the findings with the Finance and Audit Committee and if those committees deem it appropriate, to bring it back to Council.*

**DEFEATED (4 IN FAVOUR – 7 OPPOSED)**

3.2 Environment Committee

It was clarified that ASET is interested in attending the specialist signoff discussions.

**MOVED BY M. SABOURIN AND SECONDED BY W. VELDMAN** 06-05

*THAT the Environment Committee report be accepted for information.*

**CARRIED UNANIMOUSLY**

**4. EXECUTIVE COMMITTEE REPORT**

**4.1 Strategy – 2006 AGM**

The Executive Director informed Council that the 2006 Annual Conference will be very important as many people across Canada and the United States will be attending due to the International Mobility Forum being held on April 21. The Council meeting on April 20 will be held in the Shaw Conference Centre to accommodate the observers who will attend and the meeting will be scheduled for the morning only to allow Council members and guests to attend the professional development seminars in the afternoon after having lunch with the professional development group. Scott Taylor who was a news reporter and taken captive in Iran will be the special speaker during the lunch.

On April 19 there will be a special professional development seminar for CEOs when a presentation will be given on management.

Council members were encouraged to support the President at the AGM during the various issues that may arise.

Nine locations around the province will be connected to the AGM by videoconference so members can participate from those locations. They will also be able to vote as adjudicators will be present to tally the votes and report to the AGM meeting. Also, up to 100 people will be able to log on at home from their computers, although will not be able to vote.

#### **4.2 APEGGA/CEA Memo of Understanding**

This MOU outlines the ways in which APEGGA cooperates with the Consulting Engineers of Alberta and is presently being updated. The documents contain the new mission and vision statements for both APEGGA and CEA. There are no other changes and CEA is in agreement to sign this updated document.

***MOVED BY D. CHALCROFT AND SECONDED BY C. DMYTRUK***

***06-06***

***THAT Council approve the APEGGA/CEA Memo of Understanding as presented.***

***CARRIED UNANIMOUSLY***

### **5. STRATEGIC PLAN PRIORITIES**

#### **5.1 Understand and Address Member Needs (Business Plan Priority "C")**

Deferred to a future meeting.

#### **5.2 Engineering and Geology Work Done Outside of Canada (Business Plan Priority "D")**

Deferred to a future meeting.

### **6. STRATEGIC ISSUES AND POLICY ISSUES**

#### **6.1 ASET**

***MOVED BY D. GREGGS AND SECONDED BY M. SABOURIN***

***06-07***

***THAT the discussion of ASET issues be moved in-camera.***

***CARRIED (10 IN FAVOUR - ONE OPPOSED)***

After a very thorough discussion the meeting was brought out of in-camera into a public meeting and motion 05-62 was brought back to the table from the December 8, 2005 Council meeting.

**MOVED BY L. STAPLES AND SECONDED BY J. PEIRCE 05-62**

***THAT the Council of APEGGA work with the Council of ASET to propose changes to the Engineering, Geological and Geophysical Professions Act, where there would exist under this one Act two associations dealing with the practice of engineering, geology and geophysics, as well as engineering and geoscience technology, and that joint liaison committees be developed to deal with regulatory areas of mutual involvement and concern.***

The following amendment was:

**MOVED BY J. BECKETT AND SECONDED BY B. HOWES 06-08**

***“THAT APEGGA proposes to the Government of Alberta” that the Council of APEGGA work with the Council of ASET to propose changes to the Engineering, Geological and Geophysical Professions Act.....***

**CARRIED UNANIMOUSLY**

The further following amendment was:

**MOVED BY B. HOWES AND SECONDED BY J. PEIRCE 06-09**

***.....”and that except for independent practice, licensure should be voluntary” and that joint liaison committees be developed.....***

**CARRIED (11 IN FAVOUR – ONE OPPOSED)**

**MOVED BY L. STAPLES AND SECONDED BY J. PEIRCE 06-10**

***THAT APEGGA proposes to the Government of Alberta that the Council of APEGGA work with the Council of ASET to propose changes to the Engineering, Geological and Geophysical Professions Act, where there would exist under this one Act, two associations dealing with the practice of engineering, geology and geophysics, as well as engineering and geoscience technology, that except for independent practice, licensure should be voluntary, and that joint liaison committees be developed to deal with regulatory areas of mutual involvement and concern.***

**CARRIED UNANIMOUSLY**

## **6.2 Public Safety – Are We Doing Enough?**

Deferred to a future meeting.

**6.3 Bluesky Discussion – Issues On The Horizon**

**6.3.1 Geoscientists' Issues**

Deferred to a future meeting.

**7. IN-CAMERA SESSION**

**7.1 Investigative Committee Information Report**

Tim Cartmell, P.Eng. presented the Investigative Committee Information report to Council

**7.2 Practice Review Board Information Report**

Ray Chopiuk, P.Eng. presented the Practice Review Board Information Report to Council.

**7.3 Nomination for Canadian Professional Geoscientist Award**

Council discussed a nomination for this award.

**8. REPORT FROM IN-CAMERA SESSION**

***MOVED BY K. STURGESS AND SECONDED BY W. VELDMAN 06-11***

***THAT Council accept the Investigative Committee Information Report as presented.***

***CARRIED UNANIMOUSLY***

***MOVED BY B. HOWES AND SECONDED BY M.SABOURIN 06-12***

***THAT Council accept the Practice Review Information Report as presented.***

***CARRIED UNANIMOUSLY***

***MOVED BY D. CHALCROFT AND SECONDED BY L. VAN GASTEL 06-13***

***THAT APEGGA nominate the recommended candidate for the Canadian Council of Professional Geoscientists' Canadian Professional Geoscientist Award.***

***CARRIED UNANIMOUSLY***

**9. EDUCATION FOUNDATION**

The APEGGA Foundation was established in 1996 as a registered charitable organization to support those activities of APEGGA which are

aimed at enhancing the education and development of members and potential members, and in support of APEGGA efforts to encourage, through teacher awards, teachers throughout the province who demonstrate exceptional abilities in teaching science and mathematics.

Funding for Foundation initiatives is currently provided by APEGGA and its members to the value of approximately \$137,000. The 2006 Draft Business Plan contemplates a continuation and enhancement of APEGGA support to partially assist the Foundation to grow its capital base from the current \$900,000 to \$2million by 2009. The Foundation award and scholarship activities will be continued and enhanced.

Connie Parenteau, P.Eng. Chair of the Education Foundation highlighted the following points to Council:

- The mission of the Education Foundation
- The objectives of the Education Foundation
- Background of the Education Foundation
- Provision of Scholarships and Awards
- Financial side of the Education Foundation

The priorities of the Education Foundation are as follows:

- To maintain its charitable foundation status with the CCRA
- To focus its activities on individual scholarships for the short term
- To increase its financial asset to a target of approximately \$2million by 2009 in order to be self sufficient.
- Continue to enhance its partnership with APEGGA in the foundation's activities.

The draft Business Plan for the Education Foundation was then presented and discussed by Council. Consensus was that Council would like to see a more definitive plan evolving, fleshing out some of the issues, bringing back to Council some concrete ideas and suggestions on how APEGGA can assist the Education Foundation in reaching its goals.

**MOVED BY J. PEIRCE AND SECONDED BY K. STURGESS**

**06-14**

***THAT Council concurs in principle with the content of the APEGGA Foundation Draft Business Plan for 2006, and agrees to provide strategic advice to the Foundation as it finalizes the Business Plan for 2006***

**CARRIED UNANIMOUSLY**

It was suggested that the award winners be invited each year to a Council dinner.

**10. BRANCH REPORT**

**10.1 February 22, 2006 Meeting of the Branch Chairs**

James Mmbando, P.Eng. presented the Branch Report to Council

**11. COUNCIL COMMITTEES' REPORTS**

**11.1 Audit Committee**

Barbara Howes, P.Eng. presented this report to Council. The auditors were concerned about the level of financial controls and the computer software; this is presently being corrected. There were difficulties meeting the year end deadline due to extra work for the auditors which had not been anticipated.

The auditors noted that large cash balances in the APEGGA account have not been gathering interest and this is being pursued with the bank to improve the situation.

Bill Grace recommended that the Chair of the Audit Committee not be a Public Member and this issue is being handed to the Governance Committee for consideration. Having a regular Council member in this position may encourage better communication.

One meeting during the past year was held without a quorum so it was suggested that five people next year be appointed to the committee instead of four people.

***MOVED BY B. HOWES AND SECONDED BY J. TINK***

**06-15**

***THAT Council recommend to the membership at the 2006 Annual General Meeting that Kingston Ross Pashak be appointed as auditors for the 2006 fiscal year.***

***CARRIED UNANIMOUSLY***

**11.2 2005 Audited Financial Statement**

Gary Reavie, CMA thanked the Audit Committee and Chair, Bill Grace for their guidance and assistance in finalizing the financial statements.

***MOVED BY B. HOWES AND SECONDED BY J. PEIRCE***

**06-16**

***THAT Council approve the 2005 financial statements as presented for publication in the 2005 Annual Report and for presentation at the 2006 Annual General Meeting.***

***CARRIED UNANIMOUSLY***

Gary Reavie, CMA presented the quarterly financial report to Council for information.

The Finance Committee will seek Council approval for policies surrounding APEGGA's non-pension investments at the June 22 meeting.

### **11.3 Staff Benefits Committee**

The Director Internal Affairs presented the Statement of Investment Policy and Goals (SIP&G) – Staff Pension Plan which has been developed by Linda McNeil, APEGGA's pension consultant.

After 3 years of hard work the committee is presenting its final report on the restructuring of the staff pension plan. During this period there have been eight reports to Council and several things have happened as a result of the analysis:

The outstanding item is the Statement of Investment Policy and Goals that drives APEGGA's plan manager's investment decisions. It in turn must be consistent with the asset mix that was chosen as a result of an AON study. Notwithstanding the need to review the Statement annually, the committee feels that this Statement will provide the direction that is needed to effectively manage the assets of the pension plan for the foreseeable future.

***MOVED BY W. VELDMAN AND SECONDED BY K. STURGESS***

***06-17***

***THAT Council approve the Statement of Investment Policy and Goals for the staff pension plan.***

***CARRIED UNANIMOUSLY***

### **11.4 Aboriginal Affairs Committee**

At the December meeting Council approved the initiation of the aboriginal initiative and the expenditure of \$15,000 in 2006. Outstanding was a terms of reference for the committee whose objectives have changed from making recommendations to implementing the recommendations from that report. All members of the Aboriginal Affairs Committee have agreed to continue but the committee has been augmented with staff who are responsible for specific sections of the plan – specifically communications, professional development and member & corporate affairs.

The following amendment to the terms of reference was:

**MOVED BY C. DMYTRUK AND SECONDED BY B. HOWES** 06-18

*THAT the words "in conjunction with other stake holders" be placed under the title "Specific Goals" in the terms of reference.*

**CARRIED UNANIMOUSLY**

**MOVED BY J. TINK AND SECONDED BY D. CHALCROFT** 06-19

*THAT Council approve the terms of reference including the amendment 06-18.*

**CARRIED UNANIMOUSLY**

### **11.5 Board of Examiners Policy Review Task Force**

Dr. Ken Porteous updated Council on this task force. The task force has been meeting monthly since October. Wim Veldman, P.Eng. and Ken Porteous, P.Eng. both sit on this task force with the Director of Registration as the staff representative. The rest of the task force comprise members of the Board of Examiners, including one public member. Any recommendations are to be approved by the full Board of Examiners. The board is kept informed on items being reviewed and will be presented with a final report in June.

The following items are presently being reviewed:

- Examinations
- Numbers of exams
- U.S. Fundamentals of Engineering Exam
- Number of Board Members

A communications plan has been developed around the activities of the Board of Examiners which has been forwarded to the Board and there will be an ongoing series of articles in The PEGG with the first one being published in April.

## **12. EXECUTIVE DIRECTOR REPORTS**

### **12.1 Pandemic**

Given the serious and possibly imminent nature of a global pandemic of the Avian Bird Flu, APEGGA has developed a comprehensive plan with a preparation phase and a response phase. In keeping with estimations that the pandemic will likely last about a year coming in waves lasting weeks or months, the plan is one year in scope. The preparation phase has begun already and the response phase will be triggered, as will the

plans in health regions, by the identification of a case of human to human transmission of the Avian flu virus in Alberta.

## **12.2 Practice Standards Committee**

### **12.2.1 A Guideline of Responsibilities in Developing Software**

This item was tabled at the December 8 Council meeting for comment from Council and it was also publicized for further comment from the membership. Comments were received and incorporated into the document and the guideline will be an item of discussion at APEGGA's professional development conferences.

**MOVED BY L. VAN GASTEL AND SECONDED BY K. PORTEOUS 06-20**

***THAT Council approve the "Guideline for Professional Responsibilities in Developing Software" for publication, subject to editorial changes.***

**CARRIED UNANIMOUSLY**

The Executive Director and President commended The Assistant Director Professional Practice for an outstanding document.

## **12.3 Public Members**

Under various sections of the Engineering, Geological and Geophysical Professions Act, provision is made for the Minister to appoint public members to the Council, and other statutory committees of APEGGA.

It was recommended that Council makes a recommendation to the Minister of Human Resources and Employment to select from the following proposed public members, appointments to APEGGA Boards and Committees for 1 April, 2006.

<u>NAME</u>	<u>COMMITTEE/BOARD</u>	<u>APPOINTMENT DATES</u>
Two of:		
<b>Mr. Gary Campbell, QC</b>	<b>Council</b>	<b>Apr 06 to Mar 2009</b>
<b>Dr. Larry Ohlhauser</b>	<b>Council</b>	<b>Apr 03 to Mar 2009</b>
Mr. Fred Stewart, Q.C.	Council	Apr 06 to Mar 2009
Dr. Paul Byrne	Council	Apr 06 to Mar 2009
Mr. Larry Shabin	Council	Apr 06 to Mar 2009
Mr. Al Duerr	Council	Apr 06 to Mar 2009
Ms. Muriel Dunnigan	Council	Apr 06 to Mar 2009

Dr. Ohlhauser would be a reappointment for a second three-year, if selected.

One of:

<b>Ron Weisenburger, P.Ag.</b>	<b>Board of Examiners</b>	<b>Apr 06 to Mar 2009</b>
Dr. Sam Shaw	Board of Examiners	“ “ “
Dr. John Bachynsky	Board of Examiners	“ “ “

One of:

<b>Dr. Hakan Gnarp</b>	<b>Practice Review Bd.</b>	“ “ “
Fred Stewart, Q.C.	Practice Review Bd.	“ “ “
Dr. Eldon Smith	Practice Review Bd.	“ “ “

One of:

<b>Dr. Reg Pridham</b>	<b>Discipline Committee</b>	<b>Apr 03 to Mar 2009</b>
Mr. Gary Campbell, Q.C.	Discipline Committee	Apr 03 to Mar 2009
Dr. John Bachynsky	Discipline Committee	Apr 03 to Mar 2009

**MOVED BY J. BECKETT AND SECONDED BY C. DMYTRUK**

**06-21**

*THAT Council approve the nomination to the Minister of the above individuals for potential appointment/reappointment as public members on the Council, the Board of Examiners, the Practice Review Board and the Discipline Committee.*

**CARRIED (11 IN FAVOUR – ONE ABSTENSION)**

## **12.5 Annual General Meeting**

### **12.5.1 AGM Agenda**

After discussion pertaining to the procedures of the AGM the following amendment was proposed”

**MOVED BY D. CHALCROFT AND SECONDED BY J. PEIRCE**

**06-22**

*THAT Item 3 of the AGM agenda be titled “Rules For The Meeting”.*

**CARRIED (10 IN FAVOUR – ONE OPPOSED)**

**MOVED BY B. HOWES AND SECONDED BY W. VELDMAN**

**06-23**

*THAT the agenda for the 2006 APEGGA Annual General Meeting be approved including amendment 06-22.*

**CARRIED UNANIMOUSLY**

### **12.5.2 Video Conference Options**

The feasibility of utilizing the Internet to broaden the attendance by the APEGGA membership at the Annual General Meeting was investigated. Two mutually compatible options were examined – a multi-point videoconference between various meeting centres around the province and a webcast that would allow members to

“attend” the AGM from their homes or offices. APEGGA’s current bylaws would not permit votes to be received from participants of a webcast meeting, but attendees of a videoconference meeting would be permitted to vote. Within these limitations, it is feasible to hold an AGM in a manner that engages a larger portion of the APEGGA membership.

## **12.6 Innovation 2005 Final Report**

A report was provided to Council which outlined everything that was accomplished for the Innovation 2005 project

In addition to APEGGA and the Science Alberta Foundation, the sponsors of Innovation 2005 included:

- Alberta Innovation and Science
- Western Economic Diversification Canada
- The Alberta Lottery Fund
- TELUS
- Alberta Research Council
- Alberta Ingenuity
- Global Television

While no formal research has been undertaken, anecdotal feedback from sponsors, members, educators, staff and others indicates success was achieved in reaching Albertans of all ages during our centennial year to raise their awareness of the importance of innovation to the Alberta Advantage and the role that engineers and geoscientists, among others, have played in Alberta’s success. Innovation 2005 is also forward-looking and in addition to impressing upon youth and others the need for innovation in science and technology, Innovation 2005 materials are in the hands of teachers and students across Alberta, and through the website, around the world. In addition to the tremendous support of the sponsors, including APEGGA, Innovation 2005 benefited from the in-kind donation of air time from Global TV, CKUA radio and others.

## **12.7 Revised Inter-Association Mobility Agreement**

At the February 2006 Staff Liaison Group (SLG) meeting, the SLG proposed that certain changes be made to the existing Agreement on Mobility of Professional Engineers Within Canada. These changes involve a redefinition of what is meant by “good standing” with a home association and a revision to require the applicant to meet all requirements of the new association including any insurance requirements. The intent is that the revised agreement will be signed by the Presidents and Executive Directors of the provincial associations at a future CCPE Board of Directors Annual General Meeting.

**MOVED BY D. CHALCROFT AND SECONDED BY M. SABOURIN**

**06-24**

*THAT Council agrees in principle with the proposed changes to the Agreement on Mobility of Professional Engineers Within Canada, and refers it to the APEGGA Board of Examiners for their review and advice prior to signing the revised agreement.*

**CARRIED (11 IN FAVOUR – 1 OPPOSED)**

**13. ADJOURNMENT**

**MOVED BY W. VELDMAN AND SECONDED BY M. SABOURIN**

**06-25**

*THAT Council adjourns at 3:50 p.m.*

**CARRIED UNANIMOUSLY**

A Council caucus was held after the adjournment of the Council meeting.