



APPROVED

**COUNCIL MEETING**  
February 22, 2007  
APEGGA Office  
Edmonton, Alberta

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## **MINUTES**

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### **PRESENT**

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

<b>Councillors</b>	Jim Beckett, P.Eng. Chrys. Dmytruk, P.Eng. Dr. Judith Lentin, P.Geol. John Hogg, P.Geol. Marc Sabourin, P.Eng. Jim Smith, P.Eng. Kim Sturgess, P.Eng. Nick Trovato, P.Eng. Dick Walters, P.Eng. Wim Veldman, P.Eng.
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<b>Public Members</b>	Dr. Larry Ohlhauser
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<b>CCPE Executive</b>	Dan Motyka, P.Eng.
<b>CCPE Director</b>	Linda Van Gastel, P.Eng.

<b>CCPG Director</b>	Julie Aitken, P.Geoph.
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<b>Branch Observers</b>	Natalie Adam, P.Eng. Ed Fredeen, P.Eng. Shiraz Kanji, P.Eng. Len Ring, P.Eng. Dylan Miles, P.Eng. Kim Ng, P.Eng. Dr. Hassan Rizvi, P.Eng.
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<b>Staff</b>	Neil Windsor, P.Eng.
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Tim Cartmell, P.Eng.  
Ray Chopiuk, P.Eng.  
George Lee  
Lianne Lefsrud, P.Eng.  
Pat Lobregt  
Philip Mulder, APR  
Dr. Milt Petruk, P.Eng.  
Ross Plecash, P.Eng.  
Gary Reavie, CMA  
Sandy Roth  
Bill Santo, P.Eng.  
Al Schuld, P.Eng.  
Len Shrimpton, P.Eng.  
Dave Todd, P.Eng.  
Mark Tokarik, P.Eng.  
Trish Williams

**Special Guests**

Dave Wismer, Assistant Deputy Minister  
Labour Standards & Workplace Safety Division

Sheela Das, Senior Research Manager  
Ipsos Reid

**ABSENT**

**President-Elect**

John McLeod, P.Eng.

**Councillors**

Dr. John Peirce, P.Geoph.  
Jane Tink, P.Eng.

**Public Members**

Gary Campbell, Q.C.  
Bill Grace, FCA

**CCPG President**

Brenda Wright, P.Geol.

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

The meeting was called to order at 8:35 a.m. The President, Dave Chalcraft, P.Eng. chaired the meeting and the Executive Assistant, Trish Williams recorded the minutes.

***MOVED BY C. DMYTRUK AND SECONDED BY W. VELDMAN***

***07-01***

***THAT the Council agenda be approved as presented with the addition of Item 6.6 and Item 6.7.***

***CARRIED UNANIMOUSLY***

**2. CONSENT AGENDA**

The following items were removed from the consent agenda for discussion:

- Item 2.1
- Item 2.4.2
- Item 2.4.9

***MOVED BY N. TROVATO AND SECONDED BY D. WALTERS***

***07-02***

***THAT the consent agenda be approved as modified.***

***CARRIED UNANIMOUSLY***

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

**3.1 Council Assessment Results**

Council reviewed the assessment results of the December 7, 2006 Council meeting.

**The Governance Committee will present suggestions at the next meeting on how to improve Council performance (and thus improve the self assessment scores).**

**3.2 TILMA Task Force**

The Trade, Investment and Labour Mobility Agreement (TILMA) agreement was signed between the B.C. and Alberta governments in April 2006. The implementation of this agreement will begin in April 2007 and will be completed in April 2009.

APEGGA has struck a joint task force with APEGBC to review the agreement to determine how it may affect the professions of APEGGA. This task force met on January 16 to identify the issues involved. The issues fall under two categories – 1. Mobility and 2. Procurement Policies.

The joint task force has drafted a letter to the Alberta/BC governments addressing the issues and which was distributed to Council for information. The President requested that any comments on the letter be directed to him.

### **3.3 December 7, 2006 Council Minutes**

It was reported that the Executive Assistant had reviewed her files and had determined that the former Premier Peter Lougheed spoke at the 2004 APEGGA AGM Luncheon, but that no information on his speech had been retained. It was observed that he had spoken from “speaking points” only.

The terms of reference for the “Business Plan (Public Policy Issues?) Task Force” were not available.

### **3.4 December 5/06, January 19/07 Executive Committee Minutes**

Council reviewed the Executive Committee minutes for December 5, 2006 and January 19, 2007.

### **3.5 Member Benefit Program - Telus**

Council reviewed the criteria for this member benefit program. Ethical caution was advised when applying for a new program.

*MOVED BY W. VELDMAN AND SECONDED BY L. OHLHAUSER*

*07-03*

*THAT the three reports removed from the consent agenda be approved as presented.*

*CARRIED UNANIMOUSLY*

## **4. EXECUTIVE COMMITTEE REPORT**

### **4.1 February 21, 2007 Executive Committee Meeting**

The following items were discussed:

- One Act Two Association model.
- Governance Committee report on elections and whether MITs should be allowed to vote. It is being considered whether issues such as this should be placed on the regular ballot for input by the membership.
- Annual General Meeting agenda.
- Improvement of Finance Committee timelines.
- Alberta Society of Professional Engineers.
- CCPE Name Change.
- Nomination of Dan Motyka, P.Eng. for President of CCPE.
- Memorandum of Understanding from the SLG pertaining to a national database. APEGGA will not sign the MOU until geoscientists are part of the agreement or there is a partner agreement.

- Education Foundation – The Executive Committee recommended that five additional persons be appointed to the Education Foundation:

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

**07-04**

***THAT Dan Motyka, P.Eng., Darrel Danyluk, P.Eng., Dr. Elizabeth Cannon, P.Eng. Ralph Young, P.Eng., and Ron Triffo, P.Eng. be nominated to the Education Foundation.***

**CARRIED UNANIMOUSLY**

The Education Foundation will also have to approve these appointments.

Ways of fundraising for the Education Foundation are presently being considered and the membership is being encouraged to donate.

It was noted that the Roberts Rules of Order states that a mover and seconder is not necessary for a motion brought forward by a committee.

## **5. COUNCIL COMMITTEE REPORTS**

### **5.1 APEGGA/ASET Discussion Team – Town Hall Meeting Report**

A report was circulated to Council pertaining to the APEGGA/ASET Joint Town Hall Meeting held on February 6, 2007.

There were 314 participants in this meeting which was held by videoconference. 220 participants attended at the live event in Edmonton or by videoconference at locations around the province. 94 people attended by web cast.

A question and answer session followed the joint presentation by the two Presidents of APEGGA and ASET. Approximately 60 questions were asked and responded to.

David Wismer, Assistant Deputy Minister, Labour Standards & Workplace Safety Division was invited to brief Council on the joint APEGGA/ASET discussions

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

**07-05**

***THAT the meeting go “In-Camera” for the next portion of the agenda.***

**CARRIED UNANIMOUSLY**

After discussions “In-Camera” it was

**MOVED BY J. HOGG AND SECONDED BY J. SMITH**

**07-06**

***THAT the meeting come out of “In-Camera”.***

**CARRIED UNANIMOUSLY**

A proposed special ballot on the APEGGA/ASET issue, which has been approved by both APEGGA and ASET and will be forwarded to both of the memberships, was presented to Council.

**MOVED BY L. STAPLES AND SECONDED BY M. SABOURIN**

**07-07**

***THAT the special ballot preamble paragraph and question be approved as presented.***

**CARRIED UNANIMOUSLY**

The identical ballot and motion will be presented to ASET's Council for approval.

**The wording of the ballot will include mention of geoscientists as well as engineers and technologists. Two misprints will also be corrected.**

**The MOU which was unanimously endorsed by the APEGGA Council and the ASET Council on January 25, 2007 will be published in the February edition of *The PEGG* and placed on the website along with the ballot wording.**

It was then recommended to Council that the ballot be forwarded along with the 2007 election ballot because of the following reasons:

- Both Associations are ready to move ahead.
- Expenses will be saved by including both ballots in one envelope.
- The response rate will be improved.
- The feedback from the membership indicates that members are ready to vote.

**MOVED BY L. STAPLES AND SECONDED BY K. STURGESS**

**07-08**

***THAT the special ballot be mailed together with the 2007 Council election ballot, to be returned to APEGGA by April 8 being the poll closing date for the election ballot. That the ballots be counted by the Ballot Counting Committee on April 11 and the results relayed to the Members as expeditiously as possible.***

**CARRIED UNANIMOUSLY**

The results of this motion will be published in the E-PEGG on February 23, 2007. It will also be on the front of March edition of *The PEGG*.

Both APEGGA and ASET will know the results of their elections by April 11, 2007.

An ASET/APEGGA Frequently Asked Questions #2 sheet which was prepared by the ASET/APEGGA Discussion Teams following the Town Hall Meeting on February 6 was circulated to Council.

**MOVED BY L. STAPLES AND SECONDED BY JOHN HOGG**

**07-09**

***THAT the Frequently Asked Questions #2 be approved as recommended by the Discussion Team and communicated to the membership.***

**CARRIED UNANIMOUSLY**

If the outcome of both APEGGA and ASET elections is favourable, then a joint letter will be presented to the Minister by the two Presidents requesting that the appropriate amendments to the legislation be prepared and introduced to the House.

The Executive Director and Discussion Team was commended for a job well done.

## **5.2 Finance Committee**

### **5.2.1 4th Quarter Financial Report**

The Director Administration presented the 4<sup>th</sup> quarter financial report.

**MOVED BY K. STURGESS AND SECONDED BY M. SABOURIN**

**07-10**

***THAT the 4<sup>TH</sup> quarter financial report be approved as presented.***

**CARRIED UNANIMOUSLY**

## **5.3 Audit Committee**

### **5.3.1 Audited Financial Statements**

In the Chair's absence, Dick Walters, P.Eng. presented the financial statements to Council.

**The Director Administration will indicate in the Annual report that the actuarial report will be completed a year early after this has been approved by the Audit Committee.**

**Management was requested to bring the principles and procedures of disaster recovery to the April Council meeting.**

**MOVED BY D. WALTERS AND SECONDED BY K. STURGESS**

**07-11**

***THAT Council approve the 2006 audited financial statements as presented for publication in the 2006 Annual Report and for presentation at the 2007 Annual General Meeting.***

**CARRIED UNANIMOUSLY**

**MOVED AND SECONDED BY THE AUDIT COMMITTEE**

**07-12**

***THAT Council recommend to the membership at the 2007 Annual General Meeting that Kingston Ross Pasnak be appointed as auditors for the 2007 fiscal year.***

**CARRIED UNANIMOUSLY**

The Audit Committee was commended for a job well done.

## **5.4 Geoscience Task Force**

### **5.4.1 Standing Committee and Terms of Reference**

John Hogg, P.Geol. presented this report to Council. The task force met in December and recommended to Council that a standing committee be struck with its own terms of reference.

**MOVED AND SECONDED BY THE GEOSCIENCE TASK FORCE**

**07-13**

***THAT Council approve the creation of a standing committee, the Geoscience Committee, to make ongoing recommendations to Council on Geoscience matters.***

**CARRIED UNANIMOUSLY**

A friendly amendment was applied to Ill 4) in the terms of reference and this item will now read:

“Recommend to the Honours and Awards Committee for consideration geoscience candidates for Association and National CCPG awards.”

**MOVED AND SECONDED BY THE GEOSCIENCE TASK FORCE**

**07-14**

***THAT Council approve the terms of reference for the Geoscience Committee subject to final review and agreement of the Governance Committee.***

**CARRIED UNANIMOUSLY**

## **5.5 Insurance Review Task Force II Terms of Reference**

### **5.5.1 Terms of Reference**

In December 2006 Council approved the reformation of the Insurance Review Task Force to consider the issues of professional liability insurance and mandatory secondary professional liability insurance.

**MOVED AND SECONDED BY THE INSURANCE REVIEW TASK FORCE II**

**07-15**

***THAT Council approve the terms of reference for the Insurance Review Task Force II.***

**CARRIED UNANIMOUSLY**

## **5.6 Governance Committee**

The committee is considering the following topics:

- Record of Council Policy Decisions
- “Whistleblower” Policy
- Dedicated Council Seats for Geoscience Members
- Surveys and Ballots
- Leadership by the Executive Committee
- Ballot Counting Committee
- Councillor Orientation Briefing

The following revised policy was recommended by the Governance Committee to be approved and moved out of the old Governance Manual into the new Record of Council Policy Decisions.

**MOVED AND SECONDED BY THE GOVERNANCE COMMITTEE**

**07-16**

***THAT the following policy statement on election of geoscience Councillors be approved and be included in the Record of Council Policy Decisions:***

***If a situation arises where a professional geoscientist is required as a member of Council (pursuant to section 14(1) of the Act), but one is not elected in the annual election, then Council will use the authority of Regulation 27(1) to appoint a professional geoscientist for a one year term. The required appointment will normally be made from among the candidates nominated but who did not secure sufficient votes to be elected. This will have the effect of temporarily increasing Council size by one member, until the next annual election.***

**CARRIED UNANIMOUSLY**

A concern was raised within the Committee that it is not clear to all Councillors how the President should vote, in the infrequent cases when he or she is called upon to cast a deciding vote. If there is a tie, a deciding vote may be cast to cause the motion to pass or to fail. If there is a close vote, a deciding vote may be cast to cause a tie - causing the motion to fail – or it may be withheld – letting the close vote carry the motion.

There are two approaches to this situation. The first approach is for the President to exercise his or her best judgement, as would any Councillor, then vote according to their judgement and conscience. This first approach is in accordance with Robert’s Rules of Order. The second approach is to fetter the discretion of the President, by tradition or by policy, such that his or her vote would be necessarily cast in such a way as to maintain the *status quo* after tie votes or close votes.

**MOVED BY D. WALTERS AND SECONDED BY JOHN HOGG**

**07-17**

***THAT the following policy statement on deciding votes by the President be approved and be included in the Governance Manual:***

***If a tie vote occurs in Council, the President, acting as Chair, is eligible to cast a deciding vote subject to the EGGP Act, Regulations and By-Laws. APEGGA Council uses Robert's Rules of Order, which indicates that the Chair should use his or her best judgement about the issue at hand then vote according to his or her conscience. To assist the Chair in exercising their judgement, the following points may be considered:***

- ***the impartiality of the Chair is often more important than the issue at hand: it is normally recommended that the Chair not cast a vote; thereby causing the Motion to fail.***
- ***if the motion fails, and the issue needs to be addressed, it can be reintroduced at a subsequent meeting***
- ***It is ultimately the decision of the President whether and how to cast his or her vote.***

**CARRIED UNANIMOUSLY**

## **6. EXECUTIVE DIRECTOR REPORTS**

### **6.1 Business Plan Progress Report**

Council reviewed the Business Plan Progress Report.

### **6.2 Public Member Recommendations**

Council was requested to make a recommendation to the Minister of Employment, Immigration and Industry to select from the following proposed public members, appointments to APEGGA Boards and Committees for 1 April, 2007 in the case of Mr. Poplett, and 1 July, 2007 in the case of Mr. Stewart.

<b><u>NAME</u></b>	<b><u>COMMITTEE/BOARD</u></b>	<b><u>APPOINTMENT DATES</u></b>
One of:		
<b>Mr. Fred Stewart</b>	<b>Board of Examiners</b>	<b>July 07 to June 2010</b>
Ms. Muriel Dunnigan	Board of Examiners	July 07 to June 2010
Dr. Sam Shaw	Board of Examiners	July 07 to June 2010
<b>Mr. Michael Poplett</b>	<b>Appeal Board</b>	<b>April 07 to March 2010</b>
Ms. Muriel Dunnigan	Appeal Board	April 07 to March 2010
Mr. Fred Stewart	Appeal Board	April 07 to March 2010

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

***07-18***

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

**CARRIED UNANIMOUSLY**

***(K. STURGESS ABSTAINED DUE TO CONFLICT OF INTEREST)***

### **6.3 Labour Market White Paper**

One of Council's priorities for 2007 is to produce a White Paper outlining the labour market picture for our members for the next 10 years. This White Paper is to be presented and approved at the April Council meeting, with further consideration possibly at the Strategic Retreat.

A consultant, Western Management Consultants (WMC), has been retained to research the supply-demand picture for our members, to make recommendations on how to reduce the gap and to write the report. The Director, Internal Affairs will lead the project with the support of APEGGA's Research Assistant who will work closely with WMC to provide existing market information and to develop additional information where gaps are identified.

Alberta Employment, Immigration and Industry's Labour Market Model will be used as the basis for the report.

#### 6.4 CCPE Revised Model Definition of Engineering

CCPE's constituent members have been requested to review and approve the proposed revision to its model definition of "the practice of professional engineering".

A staff discussion paper comparing the current APEGGA definition with the proposed CCPE definition was provided to Council. After discussion at the Council meeting it was determined that the discussion paper has been vetted by both APEGGA's Enforcement Review Committee and APEGGA's legal counsel. Both believed that the new definition would not improve our ability to enforce the right to title.

APEGGA has reviewed the prior (1996) definition, but has no initiative in place to alter it to more closely resemble that which is proposed.

**MOVED BY J. SMITH AND SECONDED BY D. WALTERS**

**07-19**

***THAT Council approve the inclusion of the proposed revision to the CCPE Model Definition of Engineering in its Guideline on Professional Engineering Practice in Canada, and provide to CCPE the staff and committee commentary on that paper for the review and consideration of the CEQB Practice Committee.***

**CARRIED UNANIMOUSLY**

#### 6.5 Compliance Application

Council reviewed a successful case that went before the Court of Queen's Bench of Alberta.

#### 6.6 AGM Agenda

**MOVED BY N. TROVATO AND SECONDED BY J. SMITH**

**07-20**

***THAT Council approve the AGM agenda as presented.***

**CARRIED UNANIMOUSLY**

**6.7 Spring Advertising Campaign**

The Executive Director presented to Council advertisements that will be appear in the spring advertising campaign.

**7. REPORT FROM CCPE EXECUTIVE/DIRECTOR**

Dan Motyka, P.Eng. presented the CCPE report to Council.

**Dan Motyka will forward copies of the National Roundtable on Sustainable Infrastructure to the President to be forwarded to AUMA which has shown interest in this document.**

Dan Motyka, P.Eng. and Linda Van Gastel P.Eng. presented each of their views for voting in favour of the recommended name change for CCPE which is "Engineers Canada".

Council discussed this issue and consensus was that the new name was inappropriate and could not be supported. Council especially was not in favour of the word "professional" being dropped from the name.

**The Executive Committee will draft a letter to this effect and it will be forwarded to CCPE, APEGGA Council, and the Executive Directors and Presidents of the constituent associations.**

**MOVED BY J. HOGG AND SECONDED BY D. WALTERS**

**07-21**

***THAT Council rejects the proposal of CCPE to change its name to "Engineers Canada".***

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

**8. REPORT FROM CCPG PRESIDENT/DIRECTOR**

There was no report from the CCPG President and Director since there had not been a Board meeting since our last Council meeting..

**9. IN CAMERA SESSION**

**9.1 Investigative Committee**

Tim Cartmell, P.Eng. presented the information report to Council.

9.2 Practice Review Board

Ray Chopiuk, P.Eng. presented the information report to Council.

9.3 Discipline Matter

Al Schuld, P.Eng. presented this report to Council.

**10. REPORT FROM *IN CAMERA* SESSION (1:00 PM)**

There was no report from the *In-Camera* session.

**11. STRATEGIC PLAN PRIORITIES**

None discussed.

**12. STRATEGIC & POLICY ISSUES**

12.1 Ipsos Reid – Research

Ipsos Reid was hired to undertake a significant research project. In November there was a telephone poll with 800 members of the public as well as an on-line APEGGA member survey. Edmonton and Calgary Focus Groups were also held with permit holders and other employers.

Sheela Das, Ipsos Reid's Senior Research Manager presented the key findings from the Public Survey, Member Survey and the Permit Holder/Employer Focus Groups.

12.2 IIDDD Phase 2 Information Package Presentation

Jim Smith, P.Eng. gave a power point presentation highlighting the features of a mock-up of the international institutions degrees database with the objective of providing to Council insight to the type of national collaboration underway to improve licensure processes.

The presentation reviewed the status of the IIDDD project and presented example of IIDDD team's work.

12.3 Electronic Council Agenda Presentation

The Council agenda and reports are now being posted, as they become available, on to the APEGGA website in a "Council only" section for Council members to view before each meeting. **Council internal committee information will also be posted on this section of the website along with the minutes.**

Eventually, laptops could be provided at Council meetings for those Council members who do not have one enabling them to view the agenda electronically. Until then, hard copies of the agenda will still be couriered

to Council members, unless the Executive Assistant is requested otherwise by each member.

Access to the internet at meetings outside of the Edmonton and Calgary offices may be requested.

Barbara Jensen, APEGGA's web developer was commended for a job well done.

#### 12.4 Public Safety Issues – Where Do We Go?

There was no discussion on this issue.

#### 12.5 Bluesky Discussion – Issues On The Horizon

Lianne Lefsrud, P.Eng., Assistant Director Professional Practice, gave a power point presentation on personal and corporate professionalism and how it makes a difference in corporate environmental responsibility. Ms. Lefsrud wrote this paper for her PhD strategy class.

### **13. BRANCH REPORT**

Shiraz Kanji, P.Eng., Chair of the Edmonton Branch, presented this report to Council on behalf of the Branch Chairs.

### **14. ADJOURNMENT**

The meeting adjourned at 4:30 p.m.