

Minutes of a meeting of the Council of Engineers Geoscientists Manitoba held on Thursday, May 17, 2018 at the Manitoba Hydro Building at 360 Portage Ave, Winnipeg, Manitoba, R3C 0G8.

PRESENT: Jonathan Epp, presiding; Doug Bell; James Blatz; Jay Doering; Ruth Eden; John Guenther; Janet Gauthier; Jacqueline Jasinski; Neil Klassen; Jason Mann; Lindsay Melvin; Jitendra Paliwal

ALSO PRESENT: Grant Koropatnick; Fiona Hillier; Meghan Lavallee; Ganpat Lodha; Digvir Jayas

REGRETS: Florence Lee

OBSERVERS: Mike Gregoire; Dave Ennis; David Grant

18.03.1 CALL TO ORDER

President Epp called the meeting to order at 12:30 p.m.

18.03.2 TRADITIONAL TERRITORIES ACKNOWLEDGEMENT

President Epp read the statement acknowledging the traditional lands on which the Manitoba Hydro Building sits and to recognize Engineers Geoscientists Manitoba's commitment to Indigenous peoples and communities.

18.03.3 INTRODUCTIONS

President Epp welcomed guests and observers, in particular Meghan Lavallee (Career Trek), Digvir Jayas (Manitoba Director, Engineers Canada) and Ganpat Lodha (Manitoba Director, Geoscientists Canada).

18.03.4 ADOPTION OF AGENDA

President Epp asked if there were any additions or changes to the agenda.

It was requested that item N3 "Finance Committee Report to Council" be discussed during the meeting. The President noted that time will be allowed for discussion on this item.

He further indicated that the proposed order for the Governance items would be as follows; G1, G5, transfer the role of chair to Vice-President Eden for G2, G3, G4 and G8. Transfer the role of chair back to President Epp for G6 and G7.

He finished by asking if there were any further changes to the agenda. Hearing none, the agenda was approved as circulated.

18.03.5 CONFLICT OF INTEREST DECLARATION

President Epp asked Council if anyone had a conflict of interest to declare. Hearing none, he reminded Council that a conflict of interest could be declared at any time, for any item, on the agenda.

18.03.6

MINUTES OF THE COUNCIL MEETING OF MARCH 15, 2018

President Epp asked if there were any corrections to the minutes of the meeting of March 15, 2018.

Hearing none, the minutes were adopted as circulated.

18.03.7

MINUTES OF THE SPECIAL MEETING OF APRIL 25, 2018

President Epp asked if there were any corrections to the minutes of the Special meeting of April 25, 2018.

It was MOVED by Lindsay Melvin and SECONDED by Ruth Eden to change the term "IC" to "Investigation Committee" and "DC" to "Discipline Committee"

CARRIED

Hearing no further changes, the minutes were adopted as corrected.

OWNERSHIP LINKAGE

18.03.8

O1. OWNERSHIP LINKAGE PRESENTATION; MEGHAN LAVALLEE, VICE-PRESIDENT OF STRATEGIC DEVELOPMENT, CAREER TREK

At 12:40 p.m. President Epp introduced and welcomed Meghan Lavallee

Meghan provided a brief history of Career Trek; it began in 1996 as part of the Winnipeg poverty reduction strategy. Now serving over 1000 young people across the province, they endeavor to connect students to their career aspirations.

Career Trek offers a 20 week program that provides students with a career path by aligning their interests with active hands-on experiences. Students struggling with barriers (i.e. race, behavioural challenges, learning disabilities, etc) are identified and nominated by their schools to attend the program.

Meghan concluded her presentation by saying that there needs to be a better understanding of the various challenges that people face coming into a particular profession. There is opportunity for Career Trek and Engineers Geoscientists Manitoba to work together on this common goal.

At 12:59 p.m. President Epp thanked Meghan for her presentation.

REPORTS TO COUNCIL

President Epp asked if Council had any questions on the reports within this section. Hearing none, he reviewed the reports in order.

18.03.9 B1. CHAIR'S REPORT - PRESIDENT JONATHAN EPP, PENG, FEC

18.03.10 B2. ENGINEERS CANADA DIRECTOR'S REPORT

President Epp noted that this was Digvir's last meeting as Council's representative to Engineers Canada and invited him to present his report.

Digvir thanked Council for allowing him to serve as Manitoba Director of Engineers Canada. His report included updates in the following areas:

- Review of governance model, development of the strategic plan and a process for consultations with regulators and stakeholders.
- Accreditation Board's changes to criteria and procedures.
- Qualifications Board's updates to guidelines and syllabi.
- Adoption of BC's online competency-based assessment framework.
- Government relations
- Climate resilient infrastructure
- Diversity and outreach programs
- Member services (insurance plans & financial services)
- Research services

On behalf of Council, President Epp thanked Digvir for his many years of service.

18.03.11 B3. GEOSCIENTISTS CANADA DIRECTOR'S REPORT

18.03.12 B4. APEGM FOUNDATION INC AGM REPORT

President Epp acknowledged Council's receipt of these reports and expressed thanks to those who submitted them.

CONSENT AGENDA

18.03.13 Council approved the Consent Agenda items with the adoption of the agenda.

C1. APPLICATIONS APPROVED BY THE REGISTRATION COMMITTEE (REQUIRED APPROVALS AGENDA ITEM)

Council received a list of applications approved by the Registration Committee between March 1, 2018 and April 30, 2018.

C2. CHAPTER CONSTITUTION UPDATES

Council approves the updated Northern Manitoba Member Chapter Constitution as proposed.

APPROVED VIA CONSENT

Council approves the updated India Member Chapter Constitution as proposed.

APPROVED VIA CONSENT

C3. ENGINEERS CANADA - MANITOBA DIRECTOR APPOINTMENT

Council appoints Dawn Nedohin-Macek, P.Eng., FEC to the position of Engineers Canada Manitoba Director effective until June 1, 2020.

APPROVED VIA CONSENT

C4. PIRC APPOINTMENT

Council appoints Adam Pawlikewich, P.Eng., FEC as chair of the Public Interest Review Committee as per By-law 4.5.4.2 (I).

APPROVED VIA CONSENT

COUNCIL EDUCATION

18.03.14 D1. CEO MONITORING

President Epp asked if there were any questions regarding the document. Hearing none, he moved onto the next agenda item.

18.03.15 D2. EVALUATION OF THE PREVIOUS COUNCIL MEETING

President Epp noted that Council was nearly unanimous in their evaluation of the March meeting. He asked if there were any further suggestions or comments. Hearing none, he moved onto the next agenda item.

ENDS

None

GOVERNANCE

18.03.16 G1. AMENDMENT TO GP-6 COUNCILLOR ROLE & JOB DESCRIPTION

Council referred to a Decision Background memo from James Blatz, Jay Doering, Lindsay Melvin and Jitendra Paliwal dated May 17, 2018.

It was MOVED by James Blatz and SECONDED by Janet Gauthier that Council approves an amended policy for GP 6, as presented.

Friendly Amendment:

Change Item 2.8 in the policy to, "Volunteer for and participate in Council task groups and act as Council liaisons with various committees and groups." and add a vertical bar between the last two columns of the table on page 3.

President Epp called the question on the amended motion and Council voted.

CARRIED

18.03.17 G5. EXTRA PURCHASING OF ADVERTISING

Council referred to a Decision Background memo from Grant Koropatnick dated May 17, 2018.

It was MOVED by Lindsay Melvin and SECONDED by James Blatz that Council approves the additional purchase of media which was above the threshold limit specified in policy EL-3.1(9).

President Epp called the question on the motion and Council voted.

CARRIED

President Epp transferred the role of Chair to Vice-President Eden.

18.03.18 G2. GP-8.7 RELATED MOTIONS

Council referred to a Decision Background memo from Jonathan Epp dated May 17, 2018.

It was MOVED by Jonathan Epp and SECONDED by Neil Klassen that Council changes GP-8.7 Clause 3.1 from:

President, Past President, New Council member, one each of public/lay Council member and geoscientists member plus invitees and volunteers (to a maximum of 9 members)

to:

Vice President, President, New Council member, one each of public/lay Council member and geoscientists member plus invitees and volunteers (to a maximum of 9 members)

CARRIED

It was MOVED by Lindsay Melvin and SECONDED by Doug Bell that Council changes GP-8.7 Clause 3.2 from:

Committee members will self-select the Chair

to:

The committee shall be chaired by the Vice President.

CARRIED

It was MOVED by Jonathan Epp and SECONDED by John Guenther that Council changes the name of the committee under GP-8.7 from:

Ownership Linkage Committee

to:

Council Linkage Committee

It was noted that Ownership Linkage and strategic Association Linkages were very distinct and had different objectives. Council discussed other names for the committee and the option of creating two separate committees. It was recommended that the policy be reviewed further and that other options be considered to address the gap in linkages.

Hearing no further discussion, Vice-President Eden called the question on the motion and Council voted.

In Favor – 4
Opposed – 5
DEFEATED

It was MOVED by Jonathan Epp and SECONDED by Jason Mann that Council changes GP-8.7 Clause 1 from:

1.1 For council consideration, to plan and prioritize for the council year, ownership linkage opportunities by November 30th annually.

1.2 List of contacts and methodologies for each target group (as per GP-15). Reviewed on an annual basis.

1.3 Delivery of the Ownership Linkage content for that particular agenda segment of each Council meeting.

1.4 Annual consideration of the merits of membership in other organizations. This consideration shall include, but not be limited to:

1.4.1 The degree to which participation in the organization will further the mission and ends of the Association.

1.4.2 The benefits to the Association of membership compared to the cost of membership.

1.4.3 The ability of the Association to influence the direction of the organization in a manner commensurate with the Association's contribution.

to:

1.1 Ownership Linkage:

1.1.1 For council consideration, to plan and prioritize for the council year, ownership linkage opportunities by November 30th annually.

1.1.2 Delivery of the Ownership Linkage content for that particular agenda segment of each Council meeting.

1.2 Strategic Linkage:

1.2.1 List of contacts and methodologies for each target group (as per GP-15). Reviewed on an annual basis.

1.2.2 Annual consideration of the merits of membership in other organizations. This consideration shall include, but not be limited to:

1.2.2.1 The degree to which participation in the organization will further the mission and ends of the Association.

1.2.2.2 The benefits to the Association of membership compared to the cost of membership.

1.2.2.3 The ability of the Association to influence the direction of the organization in a manner commensurate with the Association's contribution

Hearing no further discussion, Vice-President Eden called the question on the motion and Council voted.

In Favor – 4
Opposed – 6
DEFEATED

18.03.19 G3. BY-LAW 5.1 POLICY FOR DISTANCE CONFERENCING

Council referred to a Decision Background memo from Jonathan Epp dated May 17, 2018.

President Epp withdrew the motion. He noted that while there isn't a written policy, the practice followed by Council constitutes a policy.

18.03.20 G4. 2017 AGM RESOLUTION #1 RESPONSE MOTION

Council referred to a Decision Background memo from Jonathan Epp dated May 17, 2018.

It was MOVED by Jonathan Epp and SECONDED by James Blatz that Council adopts the proposed response as its official response to Resolution #1 from the 2017 Annual General Meeting, and asks that it be made available on the Association website in advance of the 2018 Annual General Meeting

Friendly Amendment:

Remove everything after "Council supports this resolution, as it aligns with Council's own desire to see effective participation at the AGMs" be deleted up to the last paragraph starting with "Although meeting quorum is within Council's direct control..."

Further discussion on the proposed wording took place. A recommendation was made for Jonathan Epp and James Blatz to work on the wording together and bring revised wording as a new motion to a future meeting of Council.

Hearing no further discussion, Vice-President Eden called the question on the amended motion and Council voted.

DEFEATED

18.03.21 G8. SPECIAL MEETING FOLLOW UP ACTION ITEMS

Council referred to a Decision Background memo from Jonathan Epp dated May 17, 2018.

President Epp withdrew motions 1 through 6. Motion 7 was presented:

It was MOVED by Jonathan Epp and SECONDED by James Blatz that Council publish an outline of the upcoming agenda to the Association website in advance of the meeting.

Friendly Amendment:
To remove the words “an outline of”

Hearing no further discussion, Vice-President Eden called the question on the amended motion and Council voted.

CARRIED

Vice-President Eden transferred the role of Chair back to President Epp.

18.03.22 G6. REVIEW OF OUTSTANDING ACTION ITEMS LIST

Council considered a memo from Grant Koropatnick dated May 17, 2018 and the cumulative outstanding action list from Council meetings after March 15, 2018.

- 16.01 Appeal Panel – In progress
- GP-7 Council Committee Principles – In progress
- 16.20 Appeal Panel – In progress
- By-law Task Group – In progress
- GP-6 Revision – In progress
- Definition for Restricted Funds – In progress

President Epp announced that an appeal panel had been formed and would be added to the list. Councillors Doering, Jasinski and Mann comprised the panel with Doering serving as chair.

It was recommended that the Ownership Linkage Committee be added to the Action Item List.

18.03.23 G7. PLANNING AGENDA FOR THE NEXT MEETING

Council considered a memo from Jonathan Epp dated May 17, 2018 and the proposed agenda for the next Council meeting on June 14, 2018.

Monitoring reports will be prepared for:

GP-8.1	Nominating Committee	Melvin
GP-8.9	Registration Committee	Paliwal & committee chair
GP-8.11	Audit Committee	Blatz & committee chair
E-1	Individuals who are practicing engineering and geoscience are registered and licensed	Grant Koropatnick
EL-3	Financial Planning & Budgeting	Grant Koropatnick
EL-3.1	Financial Condition	Grant Koropatnick

Any deferred monitoring reports will be added to the June agenda.

At 2:23 p.m. President Epp announced that Council will take a break and resume at 2:40 p.m.

At 2:40 p.m. President Epp moved that the meeting go in camera for the purposes of discussing private and confidential matters about an individual, labour relations, investigations, discipline, appeals, litigation or potential litigation.

At 3:00 p.m. Council came out of Camera

EXECUTIVE LIMITATIONS AND ENDS

18.03.25 M1. EL-2 TREATMENT OF STAFF

Review of Monitoring Report by Jonathan Epp dated May 17, 2018.

It was MOVED by Jonathan Epp and SECONDED by Doug Bell that Council accepts the reasonable interpretation of the policy statements and approves this report.

CARRIED

18.03.26 M2. EL-5 INTERACTIONS WITH MEMBERS

Review of Monitoring Report by Grant Koropatnick dated May 17, 2018.

There was discussion with regards to the reasonable interpretation of Clause 5.1. It was recommended that future monitoring reports capture how Members are informed of the CEO's policy for handling comments, questions, and complaints.

It was MOVED by Neil Klassen and SECONDED by John Guenther that Council accepts the reasonable interpretation of the policy statements and approves this report.

CARRIED

18.03.27 M3. E-3 UNQUALIFIED PERSONS DO NOT PRACTICE

Review of Monitoring Report by Grant Koropatnick dated May 17, 2018.

It was MOVED by Ruth Eden and SECONDED by James Blatz that Council accepts the reasonable interpretation of the policy statements and approves this report.

CARRIED

COUNCIL PERFORMANCE

- 18.03.28 P1. GP-3 COUNCIL ROLE AND JOB DESCRIPTION**
Monitoring Report by Councillor Blatz dated May 17, 2018.
Hearing no objections, Council approved this report by unanimous consent.
- 18.03.29 P2. GP-6 GOVERNANCE SUCCESSION**
Monitoring Report by Councillor Doering dated May 17, 2018.
Hearing no objections, Council approved this report by unanimous consent.
- 18.03.30 P3. GP-8 COUNCIL COMMITTEE STRUCTURE**
Monitoring Report by Councillor Jasinski (deferred).
- 18.03.31 P4. GP-8.2 PAST PRESIDENTS COMMITTEE**
Monitoring Report by President Epp (deferred).
- 18.03.32 P5. GP-8.4 DISCIPLINE COMMITTEE**
Monitoring Report by Councillor Doering and committee chair dated May 17, 2018.
Hearing no objections, Council approved this report by unanimous consent.
- 18.03.33 P6. GP-8.5 INVESTIGATION COMMITTEE**
Monitoring Report by Councillor Gauthier and the committee chair (deferred)
- 18.03.34 P7. GP-8.7 OWNERSHIP LINKAGE COMMITTEE**
Monitoring Report by Councillor Mann and the committee chair (deferred)
- 18.03.35 P8. GP-8.10 CONTINUING COMPETENCY COMMITTEE**
Monitoring Report by Councillor Eden and the committee chair (deferred)
- 18.03.36 P9. GP-12 COST OF GOVERNANCE**
Monitoring Report by Councillor Mann and the committee chair (deferred)

EXECUTIVE LIMITATIONS

None

COUNCIL-CEO RELATIONSHIP

None

INFORMATION ITEMS

18.03.37 Council received the following information items from the CEO:

- N1. MEMBERSHIP STATISTICS AS AT APRIL 30, 2018**
- N2. FINANCIAL STATEMENT AS AT MARCH 31, 2018**
- N3. FINANCE COMMITTEE REPORT TO COUNCIL**
- N4. THE COUNCIL ONE PAGER APRIL 2018**
- N5. THE COUNCIL ONE PAGER MAY 2018**
- N6. NURSING COLLEGE REPORTS \$1M DEFICIT**
- N7. EMAIL RECEIVED ON THE AD CAMPAIGN**
- N8. TECHNOLOGISTS AND TECHNICIANS DISCUSSION PAPER**
- N9. REPORTING POLICY FOR INTERNS**
- N10. CHAPTER MEMBER REPORT OF NUMBERS**
- N11. BIKER FOR ENGINEERING**
- N12. VOLUNTEER APPRECIATION INVITATION**

Councillor Melvin spoke to item N3 Finance Committee Report. It was stated that as the Association has grown, the need and demand for more detailed financial planning was evident. It was recommended that Council formalize the Finance Committee in by-law.

President Epp called for volunteers and a task group was formed. Councillors Bell, Blatz, Mann, Melvin and the CEO were asked to work on a by-law and terms of reference for policy proposal for Council.

President Epp spoke to item N9 Reporting Policy for Interns and the competency base model from Engineers Canada.

FURTHER INFORMATION ITEMS

18.03.38 Council received the following information items:

- Q1. SPECIAL MEETING APRIL 25, 2018 PRESENTATION SLIDES**
- Q2. BY-LAW TASK GROUP RELATED DOCUMENTS**
 - ENGINEERS GEOSCIENTISTS MANITOBA BY-LAWS FOCUS GROUP REPORT**
 - CODE OF ETHICS – INTRODUCTION**
 - CODE OF EHTICS – DRAFT**
 - 2018 BY-LAW 13 AND 15 – DRAFT**
- Q3. ENGINEERS CANADA 2019-2021 STRATEGIC PLAN**

SELF-EVALUATION

18.03.39 President Epp asked for councillors to fill out the evaluation form for today's meeting.

A round table evaluation of the meeting took place. Each councillor was given the opportunity to comment.

18.03.40 ADJOURNMENT

The meeting adjourned at 4:04 p.m.

The next meeting of Council will be held at 12:30 p.m., Thursday, June 14, 2018.

Jonathan Epp, P.Eng., FEC
President

Grant Koropatnick, P.Eng. FEC
CEO & Registrar