

Minutes of a meeting of the Council of Engineers Geoscientists Manitoba held on Thursday, December 6, 2018 in the Association premises at 870 Pembina Hwy, Winnipeg, Manitoba, R3M 2M7.

PRESENT: Ruth Eden, presiding; Vaibhav Banthia; Doug Bell; Jonathan Epp; Neil Klassen; Florence Lee; Andrew MacSkimming; Jason Mann; Jitendra Paliwal; Ian Smallwood; Efrem Teklemariam

ALSO PRESENT: Grant Koropatnick; Fiona Hillier; Kathryn Atamanchuk; Ganpat Lodha; Dawn Nedohin-Macek

REGRETS: Carolyn Geddert; John Guenther; Jacqueline Jasinski

OBSERVERS: Mike Gregoire; Angela Moore; Sharon Sankar; Scott Sarna; Dave Ennis

18.08.1 CALL TO ORDER

President Eden called the meeting to order at 12:28 p.m.

18.08.2 TRADITIONAL TERRITORIES ACKNOWLEDGEMENT

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

18.08.3 INTRODUCTIONS

President Eden welcomed everyone to the first meeting of the Council year and introduced the guests who had items on the agenda; Kathryn Atamanchuk, Dawn-Nedohin-Macek and Ganpat Lodha.

18.08.4 ADOPTION OF AGENDA

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

It was requested that item C3 be removed from consent agenda. President Eden noted that C3 would become G14 and that the current G14 would become G15.

President Eden asked if there were any further changes to the agenda. Hearing none, the agenda was approved as amended.

18.08.5 CONFLICT OF INTEREST DECLARATION

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

18.08.6 MINUTES OF THE COUNCIL MEETING SEPTEMBER 20, 2018

President Eden asked if there were any corrections to the minutes of the meeting of September 20, 2018. Hearing none, the minutes were adopted as circulated.

18.08.7 MINUTES OF THE COUNCIL VOTE OCTOBER 11, 2018

President Eden asked if there were any corrections to the minutes of the Council vote of October 11, 2018. Hearing none, the minutes were adopted as circulated

OWNERSHIP LINKAGE

18.08.8 O1. OWNERSHIP LINKAGE PRESENTATION; KATHRYN ATAMANCHUK, P.ENG., MBA, PMP, FEC

At 12:33 p.m. President Eden introduced Kathryn Atamanchuk.

Kathryn thanked Engineers Geoscientists Manitoba for the opportunity to present and delivered her presentation; Women in Engineering: Understanding the “Leaky Pipeline”.

Kathryn’s presentation included the case for women in Engineering, the 30 by 30 goal and the Leaky Pipeline Project. This project is studying careers of women in engineering, to determine why they stay and why they leave. Going forward the project intends to focus on a Manitoba perspective through a Career Persistence Study in which former members and graduates are interviewed to determine why they did not pursue or maintain their professional designation.

The floor was opened up to questions and comments from Council. Topics included discussion on statistics and requirements for women wanting to come back to the profession and the broader retention question on a possible “leak in the pipeline” for men or internationally educated engineers.

At 1:11 p.m. President Eden thanked Kathryn for her presentation.

REPORTS TO COUNCIL

18.08.9 B1. MOMENT OF SILENCE – NATIONAL DAY OF REMEMBRANCE

A moment of silence was observed for the National Day of Remembrance and Action on Violence Against Women, in memory of the fourteen women that were murdered at Ecole Polytechnique on December 6, 1989.

18.08.10 B2. CHAIR'S REPORT - PRESIDENT RUTH EDEN, P.ENG.

President Eden spoke to the events she attended since becoming president, which included the New Council Member Orientation, ACEC’s Young Professionals Gala, the Engineering Changes Lives event in November, the Iron Ring Ceremony and the Filipino Members Chapter Christmas party.

18.08.11 B3. ENGINEERS CANADA ANNUAL REPORT
Dawn provided a summary on her report, highlights included; review and consultation on a national position statement on public interest, an accreditation site visit to the Royal Military College and the September Board meeting summary.

18.08.12 B4. GEOSCIENTISTS CANADA DIRECTOR'S REPORT
Ganpat provided a summary on his report, highlights included; work on the AST – Admissions Support Tools project for reviewing internationally-trained applicants, review of the GKE – Geoscience Knowledge and Experience requirements for registration in Canada, and request for input to the “implementation table” for ongoing initiatives for the coming years.

President Eden acknowledged Council’s receipt of the reports and thanked the directors for their efforts.

CONSENT AGENDA

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

C1. APPLICATIONS APPROVED BY THE REGISTRATION COMMITTEE

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

C2. MANUAL OF ADMISSIONS UPDATE DECEMBER 6, 2018

Council referred to a Background memo from Grant Koropatnick dated December 6, 2018 which reported that the following changes were made to the Manual of Admissions:

1. Section 5.3.3 – Degrees from the UK: This section has been modified to show that B.Eng. and B.Sc. degrees in the UK are both recognized by the ECUK – Engineering Council United Kingdom.
2. Section 9.2 – Reinstatements and Reversions: Table 3 has been revised; making it consistent with the Return to Active Practice Guideline approved by Council March 15, 2018.

COUNCIL EDUCATION

18.08.14 D1. EVALUATION OF THE PREVIOUS COUNCIL MEETING

President Eden noted that Council was nearly unanimous in their evaluation of the last meeting and reminded councillors that comments received are reported “verbatim” so be respectful with all comments and adhere to the Code of Conduct at all times.

- 18.08.15 D2. SCHEDULE OF MEETINGS 2018-2019**
President Eden referred to the schedule of meetings for the upcoming council year and noted that there would be a mid-winter council dinner scheduled in February.
- 18.08.16 D3. GP-10 COUNCILLOR CODE OF CONDUCT - SIGNATURE REQUESTED**
Councillors were asked to read and sign the Code of Conduct form that was distributed at the meeting.
- 18.08.17 D4. COUNCILLOR PRIVACY DECLARATION - SIGNATURE REQUESTED**
Councillors were asked to read and sign the Privacy Declaration form that was distributed at the meeting.
- 18.08.18 D5. ROBERT'S RULES OF ORDER**
Council was asked to read the abridged version of Robert's Rules of Order.
- 18.08.19 D6. HOW TO DO A GOOD MONITORING REPORT**
Council was asked to read the guideline for writing a monitoring report.
- 18.08.20 D7. KIM ALLEN'S COUNCIL RETREAT SLIDE PRESENTATION**
- 18.08.21 D8. 2018 COUNCIL RETREAT - SURVEY RESULTS**
President Eden commented that councillors were unified in their evaluation of the retreat and noted some suggestions for next year.

ENDS

None

GOVERNANCE

- 18.08.22 G1. ELECTION OF VICE-PRESIDENT AND EXECUTIVE COMMITTEE MEMBER**
Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

President Eden invited Grant Koropatnick to read the procedure for nomination and election of the Vice-President and the Executive Committee Member.

Councillor MacSkimming agreed to collect and witness the counting of the ballots.

President Eden called for nominations for the position of Vice-President.

President Eden read the names of the nominees aloud in alphabetical order and asked whether each nominee would allow their name to stand:

- Doug Bell (accepted)
- Jason Mann (declined)
- Jitendra Paliwal (accepted)
- Efrem Teklemariam (accepted)

Each candidate was asked to speak to their nomination.

Council voted by paper ballot.

Ballots were counted and Jitendra Paliwal was elected Vice-President.

It was MOVED by Jonathan Epp and SECONDED by Neil Klassen that all the ballots and nomination forms be destroyed immediately.

CARRIED

President Eden then called for nominations for the position of Executive Committee Member.

President Eden read the names of the nominees aloud in alphabetical order and asked whether each nominee would allow their name to stand:

- Doug Bell (accepted)
- Carolyn Geddert (accepted)
- Neil Klassen (accepted)
- Florence Lee (accepted)
- Efrem Teklemariam (accepted)

Council voted by paper ballot.

Ballots were counted and Neil Klassen was elected Executive Committee member.

It was MOVED by Florence Lee and SECONDED by Vaibhav Banthia that all the ballots and nomination forms be destroyed immediately.

CARRIED

18.08.23

G2. BY-LAW RE-WRITE TASK GROUP

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Jitendra Paliwal and SECONDED by Neil Klassen that Councillor Jonathan Epp, Ian Smallwood and Vaibhav Banthia form the By-Law Re-write Task Group to work with staff and legal counsel to fulfill the by-law review function in By-law 17.4 and to provide help in completing the By-law Re-write Project.

CARRIED

It was MOVED by Neil Klassen and SECONDED by Florence Lee that Council appoints Jonathan Epp as Chair of the By-Law Re-write Task Group

CARRIED

18.08.24

G3. OWNERSHIP LINKAGE COMMITTEE MEMBERS

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Neil Klassen and SECONDED by Jason Mann that Council appoints Vaibhav Banthia, Andrew MacSkimming and Doug Bell to the Ownership Linkage Committee for 2018-2019

CARRIED

18.08.25

G4. CONTINUING COMPETENCY COMMITTEE - COUNCIL LIAISON

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Jonathan Epp and SECONDED by Doug Bell that Council appoints Jitendra Paliwal as the council liaison to the Continuing Competency Committee for 2018-2019.

CARRIED

18.08.26

G5. FINANCE COMMITTEE

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Neil Klassen and SECONDED by Jitendra Paliwal that Council appoints councillor Efreem Teklemariam to the Finance Committee for 2018-2019

CARRIED

It was MOVED by Jonathan Epp and SECONDED by Neil Klassen that Council appoints Jason Mann as Chair of the Finance Committee for 2018-2019

CARRIED

18.08.27 G6. AUDIT COMMITTEE MEMBERS

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Jonathan Epp and SECONDED by Efrem Teklemariam that Council changes policy GP-8.11 clause 4.1.1. to read Two Council members who are not on the Finance Committee; each with a one year renewable term.

CARRIED

It was Moved by Neil Klassen and SECONDED by Doug Bell that Council appoints councillors Jitendra Paliwal and Florence Lee to the Audit Committee for 2018-2019.

CARRIED

It was MOVED by Neil Klassen and SECONDED by Jonathan Epp that Council appoints Alastair Fogg to the Audit Committee for a three-year term beginning December 2018.

CARRIED

It was MOVED by Jonathan Epp and SECONDED by Florence Lee that Council asks the Audit Committee to recommend a chair to Council for its January meeting.

CARRIED

18.08.28 G7. NOMINATING COMMITTEE MEMBERS

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Efrem Teklemariam and SECONDED by Neil Klassen that Council appoints Carolyn Geddert (councillor in the first year of their term) to the Nominating Committee for 2018-2019.

CARRIED

It was MOVED by Jonathan Epp and SECONDED by Doug Bell that Council asks the volunteer coordinator to provide a list of suitable candidates for the Nominating Committee for Council's consideration at its March meeting.

CARRIED

18.08.29 G8. EGAIAR JOINT BOARD MEMBER - COUNCIL LIAISON

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Doug Bell and SECONDED by Ian Smallwood that Council appoints John Guenther as the Council liaison to the EGAIAR Joint Board for 2018-2019.

CARRIED

18.08.30 G9. UMES - COUNCIL LIAISON

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Jitendra Paliwal and SECONDED by Ian Smallwood that Council appoints Florence Lee, Intern Councillor, as the Council liaison to the UMES for 2018-2019.

CARRIED

18.08.31 G10. GEOLOGY STUDENTS - COUNCIL LIAISON

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Neil Klassen and SECONDED by Vaibhav Banthia that Council appoints Doug Bell as the council liaison to the University of Manitoba Geology Club for 2018-2019.

CARRIED

It was MOVED by Neil Klassen and SECONDED by Andrew MacSkimming that Council appoints Jason Mann as the council liaison to the Brandon University Geology Club for 2018-2019.

CARRIED

18.08.32

G11. AFI FOUNDATION LIAISON

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Jonathan Epp and SECONDED by Vaibhav Banthia that Council appoints Jitendra Paliwal as the council liaison to the APEGM Foundation for 2018-2019.

CARRIED

18.08.33

G12. POLICY TO SUPPORT NEW BY-LAW 15.8.2.2

Council referred to a Decision Background memo from Grant Koropatnick dated December 6, 2018.

It was MOVED by Jonathan Epp and SECONDED by Doug Bell that Council approves the posting of discipline hearings in the format given to fulfill by-law 15.8.2.2

Council had a round table discussion on the motion. Items discussed included where the posting would be on the website, how long the posting would be available and how much notice should be given for all discipline hearings.

President Eden called the question on the motion

CARRIED

Council suggested that the soon to be established Discipline Procedures Task Group consider these items as part of the Discipline Procedures Manual.

18.08.34

G13. DISCIPLINE PROCEDURES TASK GROUP

Council referred to a Decision Background memo from Jonathan Epp dated December 6, 2018.

It was MOVED by Neil Klassen and SECONDED by Florence Lee that Council creates a Task Group consisting of Jonathan Epp (chair), Councillor Ian Smallwood, Councillor Jason Mann and Councillor Andrew MacSkimming, for the purpose of proposing a Discipline Procedures Manual to Council for approval.

CARRIED

18.08.35

G14. GP-8.5 INVESTIGATION COMMITTEE T-O-R UPDATES

Council referred to a Background memo from Jonathan Epp dated December 6, 2018.

Jonathan Epp noted that this agenda item was too complex not to be discussed, which is why he requested that it be pulled from the Consent Agenda.

Jonathan provided some background information on the motions.

President Eden noted that she received Allan Ball’s resignation as IC Chair and that there could be more information about the committee composition forthcoming.

It was suggested that the motions be deferred to the January Council meeting.

It was MOVED by Doug Bell and SECONDED by Ian Smallwood that Council table this item to the January Council meeting.

CARRIED

18.08.36

It was noted by Grant Koropatnick, that after review of the by-laws, the Executive Committee member “shall be an elected member of Council.” not appointed. Neil Klassen is not eligible to sit on this committee.

It was MOVED by Efrem Teklemariam and SECONDED by Jitendra Paliwal to appoint the nominee who was ranked next highest in the election results for the Executive Committee member.

CARRIED

The ballots were verified by Grant Koropatnick and Councillor MacSkimming and Florence Lee was elected Executive Committee member.

18.08.37

G15. PLANNING AGENDA FOR THE NEXT MEETING

Council considered a memo from Ruth Eden dated December 6, 2018 and the proposed agenda for the next Council meeting on January 17, 2019.

President Eden indicated that monitoring reports will be assigned prior to the January 17th Council meeting and councillors would be notified by email before Christmas.

Monitoring reports will be prepared for:

E-4	Stakeholders understand and value the contribution of the professions	Grant Koropatnick
EL-1	Global Executive Constraint	Grant Koropatnick
EL-4	Asset Protection & Risk Management	Grant Koropatnick

President Eden 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 3:57 p.m. Council went In Camera

At 4:40 p.m. Council came out of Camera

EXECUTIVE LIMITATIONS AND ENDS

18.08.41 M1. EL-3.1 FINANCIAL CONDITION - KOROPATNICK
Review of Monitoring Report by Grant Koropatnick dated December 6, 2018
Grant spoke to his report and noted that this report is done quarterly

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

CARRIED

18.08.42 M2. EL-9 EMERGENCY EXECUTIVE SUCCESSION - KOROPATNICK
Review of Monitoring Report by Grant Koropatnick dated December 6, 2018.
Grant spoke to his report.

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

CARRIED

18.08.43 M3. E-0 GLOBAL END - KOROPATNICK
Review of Monitoring Report by Grant Koropatnick dated December 6, 2018.
Grant spoke to his report.

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

CARRIED

COUNCIL PERFORMANCE

18.08.44 P1. GP-13 COUNCIL MEMBER ORIENTATION - TBA
Monitoring report was assigned to new councillors Carolyn Geddert, Ian Smallwood and Efreem Teklemariam to be reported on at the January 17th Council meeting.

- 18.08.45 P2. GP-14 PRIMARY COUNCIL LINKAGES - EPP**
Monitoring Report by Past President Epp dated December 6, 2018 as presented, however, the motion proposed in the report was withdrawn. Hearing no objections, Council approved this report by unanimous consent.
- 18.08.46 P3. GP-16 COUNCIL PLANNING CYCLE & AGENDA CONTROL - EDEN**
Monitoring Report by President Eden dated December 6, 2018
Hearing no objections, Council approved this report by unanimous consent
- 18.08.47 P4. CE-1 GLOBAL COUNCIL-CEO RELATIONSHIP - EDEN**
Monitoring Report by President Eden dated December 6, 2018
Hearing no objections, Council approved this report by unanimous consent
- 18.08.48 P5. CE-5 MONITORING EXECUTIVE PERFORMANCE - EPP**
Monitoring Report by Past President Epp dated December 6, 2018.
Hearing no objections, Council approved this report by unanimous consent

EXECUTIVE LIMITATIONS

None

COUNCIL-CEO RELATIONSHIP

None

INFORMATION ITEMS

- 18.08.49 Council received the following information items from the CEO:**
- N1. MEMBERSHIP STATISTICS AS AT NOVEMBER 30, 2018**
 - N2. FINANCIAL STATEMENT AS AT OCTOBER 31, 2018**
 - N3. 2018 ANNUAL GENERAL MEETING**
 - **AGM 2018 MINUTES - DRAFT**
 - **AGM 2018 MEMBER PROFILE**
 - **INGENIUM 2018 - ATTENDEE SURVEY**
 - N4. COMMUNICATIONS STRATEGY**
 - N5. ROLE OF THE PAST PRESIDENT 2018**
 - N6. STAFF NEWS**
 - N7. ADVERTISING DOLLARS**
 - N8. ALLOCATION OF RESOURCES BY END**
 - N9. LIMITATION PERIOD ACT CHANGE**
 - N10. DASHBOARD OF PROGRESS DECEMBER 1, 2018**
 - N11. COUNCIL ONE-PAGER - OCTOBER**

**N12. COUNCIL ONE PAGER - NOVEMBER
N13. 2017 NORTHERN MEMBERS (THOMPSON) CHAPTER REPORT
N14. INDIA MEMBERS CHAPTER - SEPTEMBER 27, 2018 MEETING MINUTES**

SELF-EVALUATION

18.08.50 President Eden asked for councillors to fill out the evaluation form for today's meeting.

FYI 'NICE TO KNOW' INFORMATION

18.08.51 **F1. MACDON THANK YOU FOR THE AWARDS GALA
F2. FILIPINO MEMBERS CHAPTER - CHRISTMAS PARTY
F3. DIGVIR JAYAS INTERIM PRESIDENT NSERC
F4. MERRY CHRISTMAS - ENGINEER STYLE**

ADJOURNMENT

18.08.52 The meeting adjourned at 4:57 p.m.

The next meeting of Council will be Thursday, January 17, 2019.

Ruth Eden, P.Eng.
President

Grant Koropatnick, P.Eng. FEC
CEO & Registrar