

Minutes of a meeting of the council of Engineers Geoscientists Manitoba held on Thursday, December 10, 2015 in the Association premises at 870 Pembina Hwy, Winnipeg, Manitoba, R3M 2M7.

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**PRESENT:** Lesley McFarlane, presiding; Fred Cross; Ruth Eden; Jonathan Epp; Marcia Friesen; Pamela Fulton-Regula; John Guenther; Sarantos Mattheos; Lindsay Melvin; Dave Owens; Howard Procyshyn; Sheryl Rosenberg; Don Spangelo; Steven Vieweg

**ALSO PRESENT:** Grant Koropatnick; Lorraine Dupas

**REGRETS:** Digvir Jayas; Ganpat Lodha; Christopher Trenholm; Brett Todd

**OBSERVERS:** Sharon Sankar; Mike Gregoire; Scott Sarna; Roger Rempel; David Grant; Dennis Smerchanski; Chris Lock

#### **15.06.1 CALL TO ORDER AND INTRODUCTIONS**

President McFarlane called the meeting to order at 12:31 p.m.

It was **MOVED** by Howard Procyshyn and **SECONDED** by Ruth Eden that Council go ~~to~~ Camera+

**CARRIED**

Don Spangelo and Marcia Friesen left the meeting.  
All of the observers also left the meeting.

12:32 p.m. Council went ~~to~~ Camera+

1:15 p.m. Council came ~~out~~ of Camera+

President McFarlane stated that Council acknowledged the resignation of David Grant. She announced that Council has voted to allow the three observers who were not able to give the 24 hours notice of intention as observers to remain in the meeting.

She advised that the Executive Committee invited Don Spangelo and Marcia Friesen to be present at this meeting and noted that they will step out of the meeting when the agenda item regarding their appointment to Council is being discussed.

**15.06.2 HEALTH AND SAFETY MOMENT**

- There are people who are still riding their bikes at this time of year . be cautious.

**15.06.3 EVALUATION OF THE PREVIOUS COUNCIL MEETING**

Council was encouraged to have a look at the evaluation from the previous meeting, but it would not be discussed at this meeting.

Councillors were asked to complete the evaluation forms that were placed at each seat. The evaluation forms will be collected, compiled and reviewed at the beginning of the next Council meeting.

**15.06.4 ADOPTION OF AGENDA**

It was MOVED by Pamela Fulton-Regula and SECONDED by Dave Owens that the agenda be approved after removing item C2 Policy on No Documents Affidavit+from the consent agenda.

CARRIED

**15.05.5 MINUTES OF THE COUNCIL MEETING OF 17 September 2015**

It was MOVED by Howard Procyshyn and SECONDED by Ruth Eden that the minutes of the council meeting of 17 September 2015 be approved as circulated.

CARRIED

**15.06.6 MINUTES OF THE In Camera COUNCIL Meeting 8 October 2015**

It was MOVED by Fred Cross and SECONDED by Jonathan Epp that the minutes of the In Camera Council meeting of 8 October 2015 be approved as circulated.

CARRIED

**15.06.7 MINUTES OF THE In Camera COUNCIL Meeting 15 October 2015**

It was MOVED by Pamela Fulton-Regula and SECONDED by Dave Owens that the minutes of the In Camera Council meeting of 15 October 2015 be approved as circulated.

CARRIED

**15.06.8 01. CHAIR'S REPORT - President Lesley McFarlane, P.Eng.**

President McFarlane reported on some of the meetings and events that she has recently attended:

- CTTAM Annual General Meeting.
- CTTAM 50<sup>th</sup> anniversary dinner at the Aviation Museum. President McFarlane brought greetings on behalf of the Association.
- Council retreat November 13<sup>th</sup> and 14<sup>th</sup>. President McFarlane noted that Richard Stringham will be attending Council's January meeting and will provide training on ownership linkage and reasonable interpretation.
- The Iron Ring Ceremony on November 24, 2015 about 400 people attended.
- Robert's Rules of Order workshop November 24, 2015.
- Panelist on the CIPWIE panel November 26, 2015. Over 30 mentees and their mentors were present.

**15.06.9 CONSENT AGENDA**

Council approved the Consent Agenda item 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, 2015 and November 30, 2015.

*COUNCIL EDUCATION*

**15.06.10 D1. SCHEDULE OF MEETINGS 2016**

Council considered a memo from Grant Koropatnick dated 10 December 2015 listing the proposed Council meetings for 2016.

Council approved the following schedule of meetings for 2016: January 14, March 17, May 12, June, 9 and September 15. The Annual General Meeting is scheduled for October 28, 2016.

**15.06.11 D2. ROBERT'S RULES OF ORDER**

A copy of Basic Roberts Rules of Order was made available for councillors to view on-line. Council accepted this as information.

**15.06.12 D3. GP-10 COUNCILLOR CODE OF CONDUCT  
D4. COUNCILLOR PRIVACY DECLARATION**

Councillors were asked to read and sign the Code of Conduct/Conflict of Interest and Performance Declaration forms that were distributed at the meeting. Councillors were also asked to sign the Privacy Declaration form.

**15.06.13 D5. HOW TO DO A GOOD MONITORING REPORT**

Council referred to a Council Education Item memo from Grant Koropatnick dated 10 December 2015. The memo offered some basic steps for composing a good monitoring report including: (a) critique the policy and (b) seek opinions and information from other councillors, committee chairs and the President when composing a monitoring report.

Council was encouraged to report non-compliance when a policy clause or statement is unfulfilled or non-compliant. The monitoring report might include a recommendation for improvement. Another option is for council to discuss a remedy for its own non-compliance.

*ENDS*

**15.06.14 E1. REPORTING ON THE ENDS**

Council considered a monitoring report on E-6 from Grant Koropatnick dated 17 September 2015.

Grant spoke to his monitoring report. He advised that the Engineering Education Task Group's first meeting is scheduled for next week.

Council discussed the monitoring report.

It was **MOVED** by Jonathan Epp and **SECONDED** by Ruth Eden that the monitoring report be re-done to be more results oriented.

**CARRIED**

It was MOVED by Jonathan Epp and SECONDED by Pamela Fulton-Regula that Council create a task group of council to review the E6 End.

CARRIED  
S. Mattheos Abstained

Populating the task group will be included on the January Council agenda.

2:00 p.m. Don Spangelo and Marcia Friesen left the meeting.

## GOVERNANCE

### 15.06.15 G1. FILLING COUNCIL VACANCIES

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by Howard Procyshyn and SECONDED by Pamela Fulton-Regula that Council replaces the two vacancies as per the recommendation of the Executive Committee and for greater clarity Marcia Friesen for one year and Don Spangelo for two years.

CARRIED

2:12 p.m. Council took a break.

2:25 p.m. Council reconvened.

Don Spangelo and Marcia Friesen returned to the meeting.

### 15.06.16 G1(b) – Manual of Admissions Policy on no documents affidavit

Director of Admissions, Sharon Sankar explained that normally, when an internationally-educated applicant applies they are asked to ensure transcripts are forwarded directly from their home university. Most applicants are able to have their transcripts sent, however some applicants have found it impossible to have the transcripts sent directly from their university for various reasons.

In the case where an applicant is unable to have their transcripts forwarded directly from their home university, they will be asked to sign an affidavit attesting to the fact that they have made every reasonable effort to have this documentation forwarded directly from the university to the Association but were unable to do so. The affidavit has been vetted by the Association's legal counsel.

She stated that the applicant will still go through the normal assessment process where their degree is assessed and an examination program is assigned.

It was MOVED by John Guenther and SECONDED by Jonathan Epp to accept the C2 Manual of Admissions ~~No Documents Affidavit.~~  
CARRIED

**15.06.17 G2. ELECTION OF VICE-PRESIDENT AND EXECUTIVE COMMITTEE MEMBER**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

A copy of the procedures adopted for conducting the election for Vice-President and Executive Committee member was provided to Council.

Nominations for the position of Vice-President were made in accordance with the Nominating and Voting Procedures adopted for conducting this election.

Council Vieweg agreed to help count the ballots with the CEO.

Those nominated were:

Ruth Eden  
Jonathan Epp  
Pamela Fulton-Regula  
Lindsay Melvin  
Don Spangelo

President McFarlane asked each nominee whether they would allow their name to stand.

Ruth Eden declined the nomination.  
Jonathan Epp declined the nomination.  
Pamela Fulton-Regula declined the nomination.  
Lindsay Melvin accepted the nomination.  
Don Spangelo declined the nomination.

Lindsay Melvin was declared vice-president.

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

Those nominated for the position of Executive Committee member in accordance with the nominating and voting Procedures were:

Fred Cross  
Jonathan Epp  
Pamela Fulton-Regula  
Don Spangelo

President McFarlane asked each nominee whether they would allow their name to stand.

Fred Cross accepted the nomination.  
Jonathan Epp accepted the nomination.  
Pamela Fulton-Regula accepted the nomination.  
Don Spangelo declined the nomination.

Council voted by secret ballot.

Ballots were counted and Jonathan Epp was elected Executive Committee member for the one-year-term.

Councillor Vieweg shredded the ballots.

**15.06.18 G3. OWNERSHIP LINKAGE COMMITTEE MEMBERS**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by Pamela Fulton Regula and SECONDED by John Guenther that Council appoints Dave Owens, Pamela Fulton-Regula, Sheryl Rosenberg, and Lindsay Melvin to the Ownership Linkage Committee and that we ask Council to bring names forward to the January meeting to fill the 3 remaining invitee positions.

CARRIED

**15.06.19 G4. CONTINUING COMPETENCY COMMITTEE -COUNCIL LIAISON**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by Marcia Friesen and SECONDED by Jonathan Epp that Don Spangelo and Ruth Eden be appointed as Council Liaison on the Continuing Competency Committee for 2015-2016.

CARRIED

**15.06.20 G5. EGAIAR JOINT BOARD MEMBER**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by Don Spangelo and SECONDED by Lindsay Melvin that councillor John Guenther be appointed as Council Liaison to the EGAIAR Joint Board for 2015-2016.

CARRIED

**15.06.21 G6. APEGM FOUNDATION- COUNCIL LIAISON**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by Ruth Eden and SECONDED by Lindsay Melvin that councillor Fred Cross be appointed as Council Liaison to the AFI . APEGM Foundation Inc. for 2015-2016.

CARRIED

**15.06.22 G7. UMES – COUNCIL LIAISON**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by John Guenther and SECONDED by Fred Cross that councillor Chris Trenholm be appointed as Council Liaison to UMES for 2015-2016.

CARRIED

**15.06.23 G7 b) GEOLOGY STUDENTS COUNCIL LIAISON**

It was MOVED by Pamela Fulton-Regula and SECONDED by Lindsay Melvin that councillor Dave Owens be appointed as Council Liaison to the geology students Councils for 2015-2016.

CARRIED

**15.06.24 G8. NOMINATING COMMITTEE MEMBERS**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

It was MOVED by Don Spangelo and SECONDED by Howard Procyshyn that Council appoint Jonathan Epp to the 2016 Nominating Committee.

CARRIED

**15.06.25 G9.APPOINTMENT DISCIPLINE COMMITTEE CHAIR**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.



Council was informed that due to an urgent personal matter, the current chair of the Discipline Committee resigned as of November 30, 2015. With two new files being referred to the DC, it is important to fill the Chair's position quickly.

Alan Pollard, P.Eng, FEC has served the Association in various capacities; most recently as Vice-Chair of the Investigation Committee.

It was MOVED by Don Spangelo and SECONDED by Ruth Eden that Mr. Alan Pollard, P.Eng, FEC be appointed as the Chair of the Discipline Committee.

CARRIED

**15.06.26 G10. RESOLUTIONS FROM THE ANNUAL GENERAL MEETING**

Council referred to a Decision Background memo from Grant Koropatnick dated 10 December 2015.

Council was presented with resolution #1 from members Garland Laliberte, P.Eng and Doug Chapman, P.Eng, at the Annual General Meeting. The resolution calls for amending the governance policy GP-10 Code of Conduct.

Council was presented with resolution #2 from members Alan Pollard, P. Eng and Garland Laliberte, P.Eng at the Annual General Meeting. The resolution calls for the creation of an audit committee.

**Resolution #1 Task Group of Council**

It was MOVED by Fred Cross and SECONDED by John Guenther that Howard Procyshyn, Jonathan Epp, Pamela Fulton-Regula, Don Spangelo, and Sarantos Mattheos form a task group to make recommendations and report back to Council on Resolution #1.

CARRIED

**Resolution #2 Task Group of Council**

It was MOVED by Pamela Fulton-Regula and SECONDED by Dave Owens that Ruth Eden, John Guenther, Fred Cross, and Steven Vieweg form a task group to make recommendations and report back to Council on Resolution #2.

CARRIED

**15.06.27 G11. REVIEW OF OUTSTANDING ACTION ITEMS LIST**

Council considered a memo from Grant Koropatnick dated 10 December 2015 and the cumulative outstanding action list from Council meetings after 15 October 2015:

*Council reviewed the list.*

- *Appeal Panel – (Dube/██████████) – in progress*
- *Ownership Linkage Committee – in progress.*

**15.06.28 G12. Planning the Agenda for the Next Meeting and Assignment of GP Monitoring Responsibilities.**

Council considered a memo from Grant Koropatnick dated 10 December 2015 and the proposed agenda for the next Council meeting on 10 December 2015.

Monitoring reports will be prepared for:

E-4 Government Relations End - Grant Koropatnick  
EL-4 Asset Protection and Risk Management - Grant Koropatnick  
EL-7 Compensation and Benefits - Grant Koropatnick

GP-6 Governance Succession - Melvin  
GP-7 Council Committee Principles . Friesen  
GP-8.1 Nominating Committee Councillor - Epp  
GP-13 Council Member Orientation (hold over to next meeting) . Eden

*MONITORING - EXECUTIVE LIMITATIONS AND ENDS*

**15.06.29 M1. EL-3.1 FINANCIAL CONDITION**

Council considered a Monitoring Report from Grant Koropatnick, dated 10 December 2015.

It was MOVED by Jonathan Epp and SECONDED by Pamela Fulton-Regula that Council accepts the reasonable interpretation of the policy statements in this executive limitation monitoring report and approves the report. Council further requests that for future monitoring reports wording to confirm that evidence exists and has been reviewed+be used.

CARRIED

*COUNCIL PERFORMANCE*

**15.06.30** Monitoring Report, GP-14 Primary Council Linkages by Pamela Fulton Regula, dated 10 December 2015.

It was MOVED by Howard Procyshyn and SECONDED by Jonathan Epp to accept the monitoring report prepared by Pamela Fulton-Regula.

CARRIED

Monitoring Report, GP-15 Council Linkage with Other Organizations by Brett Todd, dated 10 December 2015.

It was MOVED by Don Spangelo and SECONDED by Ruth Eden to defer discussion of this monitoring report to the January meeting.

CARRIED

It was MOVED by Dave Owens and SECONDED by Ruth Eden to request that the UMES liaison councillor renew the MOU with UMES.

CARRIED

### *INFORMATION ITEMS*

**15.06.31** Council received the following information items:

- N1. Membership statistics as at December 1, 2015
- N2. Financial Statement November 30, 2015
- N3. Waldman Appeal Decision
- N4. Government Relations Update
  - Letter from Minister Braun
- N5. Council Retreat Evaluation Summary
- N6. Role of the Past President
- N7. Tessier vs APEGM & Registrar
- N8. Industrial Exemption . PEO Condemns Ontario Government
- N9. Engineers Canada Directors Report
- N10. Geoscientists Canada Directors Report
- N11. FYI . Expense Claim Denied
- N12. Visit with a Member

### *NICE TO KNOW ITEMS*

- 15.06.32**
- F1. Street Named in Honour of Les Wardrop, P.Eng.
  - F2. Heads Up Coming Events
  - F3. Nikhil Handa wins Engineers Geoscientists Manitoba Award

**15.06.33**     **ADJOURNMENT**

The meeting adjourned at 4:39 p.m.

The next regular meeting of Council will be held at 12:00 noon on 14 January 2016.

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Lesley McFarlane, P.Eng.  
President

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Grant Koropatnick, P.Eng. FEC  
CEO & Registrar

Ld/ 01000/01100/2015 December 10 minutes