

Minutes of a meeting of the Council of Engineers Geoscientists Manitoba held on Thursday, June 14, 2018 in the Association premises at 870 Pembina Hwy, Winnipeg, Manitoba, R3M 2M7.

PRESENT: Jonathan Epp, presiding; James Blatz; Jay Doering; Ruth Eden; John Guenther; Neil Klassen; Florence Lee; Jason Mann; Lindsay Melvin

ALSO PRESENT: Grant Koropatnick; Fiona Hillier; Ganpat Lodha; Dawn Nedohin-Macek; James Gunning; Gregory Page; Linda Murphy; Dave Ennis;

REGRETS: Doug Bell; Janet Gauthier; Jacqueline Jasinski; Jitendra Paliwal

OBSERVERS: Mike Gregoire; Angela Moore; Sharon Sankar; Scott Sarna; Ian Wiebe; David Grant

18.04.1 CALL TO ORDER

President Epp called the meeting to order at 12:25 p.m.

18.04.2 TRADITIONAL TERRITORIES ACKNOWLEDGEMENT

President Epp 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.

18.04.3 INTRODUCTIONS

President Epp welcomed the gallery of observers and introduced guests, which included Engineers Canada and Geoscientists Canada directors, members of the Indigenous Professionals Initiative Committee and the chair of the Continuing Competency Committee.

18.04.4 ADOPTION OF AGENDA

President Epp announced that there would be no Ownership Linkage presentation this meeting.

He asked if there were any additions or changes to the agenda. It was requested that item C2 be removed from the Consent Agenda and discussed In Camera. Item C2 was moved to the In Camera session after item I3.

Hearing no further changes, the agenda was approved as amended.

18.04.5 CONFLICT OF INTEREST DECLARATION

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

18.04.6 MINUTES OF THE COUNCIL MEETING MAY 17, 2018

President Epp asked if there were any corrections to the minutes of the meeting of May 17, 2018.

It was MOVED by Lindsay Melvin and SECONDED by James Blatz that on Pg. 11, 18.03.37 "Councillors Bell, Blatz, Mann, Melvin and the CEO were asked to work on a by-law proposal to Council." Be revised to "Councillors Bell, Blatz, Mann, Melvin and the CEO were asked to work on a by-law proposal and terms of reference in policy for Council."

CARRIED

Hearing no further changes, the minutes were approved as amended.

OWNERSHIP LINKAGE

None

REPORTS TO COUNCIL

President Epp asked if Council had any questions on the reports within this section. He reviewed the reports in order.

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

President Epp noted

B2. Building Standards Board report was not available for the meeting.

18.04.8 B3. GP-7 COUNCIL COMMITTEE PRINCIPLES REPORT

18.04.9 B4. CONTINUING COMPETENCY COMMITTEE REPORT

18.04.10 B5. INDIGENOUS MEMBERS CHAPTER

Council referred to a Background memo from the Indigenous Professionals Initiative Committee dated June 14, 2018.

It was MOVED by John Guenther and SECONDED by James Blatz that Council approves the constitution and by-laws of the Indigenous Members Chapter; thereby establishing it as a chapter under By-law 16.

CARRIED

President Epp and Gregory Page, Chair of the newly formed Indigenous Members Chapter signed the Indigenous Members Chapter Constitution.

18.04.11 B7. GEOSCIENTISTS CANADA DIRECTOR'S REPORT

President Epp asked if there were any questions on the reports. Hearing none, he acknowledged Council's receipt of the reports and thanked the authors.

CONSENT AGENDA

18.04.12 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 May 1, 2018 and May 31, 2018.

**C3. ENGINEERS CANADA MANITOBA DIRECTOR APPOINTMENT - TERM
EXTENSION**

Council extends the term of the Engineers Canada Manitoba Director, Dawn Nedohin-Macek, P.Eng., FEC to a three year term ending June 1, 2021.

APPROVED VIA CONSENT

COUNCIL EDUCATION

18.04.13 D1. EVALUATION OF THE PREVIOUS COUNCIL MEETING

President Epp highlighted two recommendations from last meeting's evaluations; to hear from quiet councillors and for more control over the order of speaking.

ENDS

None

GOVERNANCE

18.04.14 G1. 2018-19 OPERATING BUDGET

Council referred to a Decision Background memo from Grant Koropatnick dated June 14, 2018.

It was MOVED by Neil Klassen and SECONDED by Ruth Eden that Council approves the 2018-19 operating budget at the level of \$420 member fee.

Grant presented the 2018-2019 draft operating budget to Council. He noted that the Finance Committee provided input for setting the budget planning goals and to ensure best practices for business and accounting were followed.

It was explained that the proposed \$420 member fee would cover the Association's regulatory mandate, the essentials for operating and three projects: (1) one cycle of the ad campaign, (2) an ethics module for ProDev, and (3) an ERP (enterprise resource planning) system consulting report. A list of options for more projects was presented in three funding levels. Individual options could be added for a corresponding increase to the member fee.

Council reviewed the projects and discussed the impact of setting a higher member fee.

Motion to Amend:

It was MOVED by Jay Doering and SECONDED by James Blatz that the motion be amended to state, "Council approves the 2018-19 operating budget at the level of \$436 member fee to add two options: Indigenous Awareness Staff Member and Increasing Indigenous Outreach."

President Epp called the question to amend the motion and Council voted.

CARRIED

President Epp called the question on the amended motion

CARRIED

18.04.15 G2. DESIGNATED FUND CLEAN-UP

Council referred to a Decision Background memo from Grant Koropatnick dated June 14, 2018.

It was MOVED by Ruth Eden and SECONDED by Lindsay Melvin that as per the previously carried motion of December 7, 2017, Council designates the amount \$785,000 from unrestricted reserves to a designated (or restricted) fund called "Engineering Changes Lives."

CARRIED

It was MOVED by James Blatz and SECONDED by Neil Klassen that Council deletes the restricted fund called "Continuing Professional Education" and moves the amount of \$10,000 back to unrestricted reserves.

CARRIED

It was MOVED by Neil Klassen and SECONDED by Ruth Eden that Council updates the restricted fund called Appeal Hearings by increasing the amount from \$10,000 to \$25,000 (to show the current cost).

CARRIED

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

18.04.16 G3. 2018 BY-LAW PROPOSALS

Council referred to a Decision Background memo from the By-law Review Committee (Bell, Epp, Guenther, Lee) dated June 14, 2018.

It was MOVED by Jonathan Epp and SECONDED by Florence Lee that Council approve Appendix H Proposed Wording for By-law 13: Code of Ethics.

CARRIED

It was MOVED by Jonathan Epp and SECONDED by Jay Doering to approve the Code of Ethics proposed in appendix H.

CARRIED

It was MOVED by Jonathan Epp and SECONDED by Neil Klassen that Council approve Appendix I Proposed Wording for By-law 15: Complaints and Discipline without sections 15.3.1.1, 15.3.1.2, 15.5.1.1 and 15.5.1.2.

Vice-President Eden called the question on the motion and Council voted.

CARRIED

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

18.04.17 G4. FINANCE COMMITTEE BY-LAW TASK GROUP

Council referred to a Decision Background memo from Council Task Group – Finance Committee (Bell, Blatz, Mann, Melvin, Koropatnick) dated June 14, 2018.

It was MOVED by Lindsay Melvin and SECONDED by James Blatz that Council approves the Finance Committee Terms of Reference as presented; to become policy GP-8.13 Finance Committee.

CARRIED

It was MOVED by Lindsay Melvin and SECONDED by Neil Klassen that Council approves the proposed by-law establishing a Finance Committee as presented and adds it to the set of by-law proposals to be voted-on at the 2018 AGM.

CARRIED

18.04.18 G5. FEE POLICY TASK GROUP

Council referred to a Decision Background memo from President Epp dated June 14, 2018.

It was MOVED by James Blatz and SECONDED by Ruth Eden that Council establish a task group of John Guenther, Neil Klassen, and Florence Lee for the purpose of recommending a policy to Council that will address By-law 9.2.4.1 and approval of fees in general.

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

CARRIED

The CEO to provide staff support to the task group.

At 1:40 p.m. J. Mann joined the meeting

18.04.19 G6. AUDIT OF THE ELECTRONIC VOTING SYSTEM POLICY TASK GROUP

Council referred to a Decision Background memo from Jonathan Epp dated June 14, 2018.

It was MOVED by Ruth Eden and SECONDED by Neil Klassen that Council establish a task group of James Blatz, Jay Doering, and Lindsay Melvin for the purpose of recommending a policy to Council that will address By-laws 3.1.6, 3.1.7, 17.6.7, and 17.6.10 for the frequency and method by which an audit of the electronic voting system will be done.

CARRIED

The CEO to provide staff support to the task group.

18.04.20 G7. LIMITATIONS OF ACTIONS ACT EXEMPTION - RESOLUTION TO GOVERNMENT

Council referred to a Decision Background memo from Grant Koropatnick dated June 14, 2018.

It was MOVED by James Blatz and SECONDED by John Guenther that Council approves the notice paper as presented; allowing the draft pertaining to the Limitations of Actions Act exemption for Engineers Geoscientists Manitoba to be presented in the Manitoba legislature.

CARRIED

R. Eden abstained citing potential conflict of interest

18.04.21

G8. REVIEW OF OUTSTANDING ACTION ITEMS LIST

Council considered a memo from Grant Koropatnick dated June 14, 2018 and the cumulative outstanding action list from Council meetings after May 17, 2018.

- 16.01 Appeal Panel – in progress
- GP-7 Council Committee Principles – completed this meeting
- 16.20 Appeal Panel – in progress
- By-law Task Group – in progress
- GP-6 Revision – completed May 17, 2018
- Definition for Restricted Funds – in progress
- 2017 AGM Resolution #1 Response – in progress
- 17.19 Appeal Panel – in progress
- Ownership Linkage Committee – in progress
- Finance Committee Task Group – completed this meeting

Finance Committee composition (Lindsay and Grant) to be added to the Action Item List.

18.04.22

G9. PLANNING AGENDA FOR THE NEXT MEETING

Council considered a memo from President Epp dated June 14, 2018 and the proposed agenda for the next Council meeting on September 13, 2018.

It was MOVED by Lindsay Melvin and SECONDED by Ruth Eden that Council change the date for the next council meeting to Thursday, September 20, 2018.

CARRIED

Monitoring reports will be prepared for:

GP-4	President’s Role and Job Description	Eden
GP-5	Vice-President’s Role and Job Description	Epp
GP-8.3	Executive Committee	Bell
GP-8.6	National Liaison Committee	Jasinski & Committee Chair
GP-8.8	Recruitment Committee	Melvin
GP-10	Code of Conduct	Klassen
GP-11	Conflict of Interest	Lee
CE-2	Unity of Control	Bell
CE-3	Accountability of the CEO	Bell
CE-4	Delegation to CEO	Eden
E-6	Consumers have access to a reasonable supply of practitioners’ services	Grant Koropatnick
EL-3.1	Financial Condition	Grant Koropatnick
EL-7	Compensation and Benefits	Grant Koropatnick
EL-8	Communication and Support to Council	Grant Koropatnick

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 1:58 p.m. Council went In Camera

At 3:08 p.m. Council came out of Camera

EXECUTIVE LIMITATIONS AND ENDS

18.04.27 M1. EL-3 FINANCIAL PLANNING & BUDGETTING

Review of monitoring report by Grant Koropatnick dated June 14, 2018

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

CARRIED

18.04.28 M2. EL-3.1 FINANCIAL CONDITION

Review of monitoring report by Grant Koropatnick dated June 14, 2018.

It was MOVED by Jay Doering and SECONDED by Jason Mann that Council accepts the reasonable interpretation of the policy statements and approves this report.

CARRIED

18.04.29 M3. E-1 INDIVIDUALS WHO ARE PRACTISING ARE REGISTERED AND LICENSED

Review of monitoring report by Grant Koropatnick dated June 14, 2018.

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

CARRIED

COUNCIL PERFORMANCE

18.04.30 P2. GP-8.1 NOMINATING COMMITTEE

Monitoring report by Past President Melvin dated June 14, 2018.

Hearing no objections, Council approved the report by unanimous consent.

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

18.04.31 P3. GP-8.2 PAST PRESIDENTS COMMITTEE

Monitoring report by President Epp dated June 14, 2018.

It was MOVED by Jonathan Epp and SECONDED by James Blatz that Council change the wording of GP-8.2 (1.1) to read: "Advice, based on the wisdom and historical knowledge of the Past Presidents, for Council consideration."

Vice-President Eden called the question on the motion and Council voted.

CARRIED

Hearing no objections, Council approved the report by unanimous consent.

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

18.04.32 P4. GP-8.5 INVESTIGATION COMMITTEE

Monitoring report by Councillor Gauthier and the committee chair dated June 14, 2018.

Hearing no objections, Council approved the report by unanimous consent.

18.04.33 P5. GP-8.7 OWNERSHIP LINKAGE COMMITTEE

Monitoring report by Councillor Mann and the committee chair dated June 14, 2018.

Hearing no objections, Council approved the report by unanimous consent.

18.04.34 P6. GP-8.9 REGISTRATION COMMITTEE

Monitoring report by Councillor Paliwal and the committee chair dated June 14, 2018.

Hearing no objections, Council approved this report by unanimous consent.

18.04.35

P7. GP-8.10 CONTINUING COMPETENCY COMMITTEE

Monitoring report by Councillor Eden and the committee chair dated June 14, 2018.

It was MOVED by Ruth Eden and SECONDED by Lindsay Melvin that Council renew the current chair, James Gunning, for another one-year term.

CARRIED

Hearing no objections, Council approved the report by unanimous consent.

EXECUTIVE LIMITATIONS

None

COUNCIL-CEO RELATIONSHIP

None

INFORMATION ITEMS

18.04.36

Council received the following information items from the CEO:

N1. MEMBERSHIP STATISTICS AS AT May 31, 2018

N2. FINANCIAL STATEMENT AS AT APRIL 30, 2018

N3. FEES BY PROFESSION IN MANITOBA 2018

N4. 2018 ENGINEERS GEOSCIENTISTS MANITOBA AWARDS

N5. VOLUNTEER APPRECIATION INVITATION TO COUNCILLORS

FURTHER INFORMATION ITEMS

18.04.37

Council received the following information items:

Q1. 30 BY 30 GLOBE AND MAIL FEATURE

It was MOVED by James Blatz and SECONDED by Lindsay Melvin to go In Camera for the purpose of discussing an information item.

CARRIED

At 3:43 p.m. Council went In Camera

At 3:55 p.m. Council came out of Camera

SELF-EVALUATION

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

18.04.39 ADJOURNMENT

The meeting adjourned at 4:00 p.m.

The next meeting of Council will be held at 12:30 p.m., Thursday, September 20, 2018.

Jonathan Epp, P.Eng., FEC
President

Grant Koropatnick, P.Eng. FEC
CEO & Registrar