



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes of: AIBC Council
Date: 11:05 am to 12:20 pm 10 November 2015
Location: AIBC Large Boardroom
Presiding: Condon
In Attendance: Currie, Dove, Djurkovic, Gustavson, Kasaei, Kemp, Lovgreen, Macdonald, Nickerson, Rettie, Richards, Toole, Yustin
Staff: Battiston, Becker, Gatensby, Hendriks, Lutes, Morris, Sands, Tough, Vernon
Regrets: Etcher, Ruthen

Item #	Detail
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1.0 Welcome and Call to Order

President Condon called the meeting to order at 11:05 a.m.

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda as presented.

Richards/Rettie

CARRIED

3.0 Consent

For council receipt: Reports

- 3.1 Council's Committees; Task Forces; Working Groups; Registration Board; CEO/ED
 - 3.1.1 President's report
 - 3.1.2 Governance
 - 3.1.3 Finance
 - 3.1.4 Human Resources
 - 3.1.5 Act Review
 - 3.1.6 Public Outreach
 - 3.1.7 Diverse Membership
 - 3.1.8 Registration Board
 - 3.1.9 CEO (Executive Director)
- 3.2 Internal Policy Compliance Monitoring:
 - 3.2.1 2.3 Financial Management and Statements

MOTION: That council receive the reports submitted under 3.1 and 3.2 above.

Toole/Rettie

CARRIED

For council motion to approve:

- 3.3 Recording of electronic motions passed:
 - 3.3.1 Register Amendments for September 2015
 - 3.3.2 NCARB ARE Results September 2015
 - 3.3.3 Minutes of 8 September 2015 Council meeting
 - 3.3.4 Minutes of 20 October 2015 Council meeting
- 3.4 Minutes of 22 September 2015 Council meeting

- 3.5 Updated Board/Cmt/Task Force Membership
- 3.6 Register Amendments for October 2015
- 3.7 Oral Review Results for October 2015
- 3.8 NCARB ARE 4.0 Results for October 2015
- 3.9 NEW Road to Registration Task Force Terms of Reference

MOTION: That council approves items 3.3 through 3.9 above.

Rettie / Djurkovic

CARRIED

4.0 Non-Policy

4.1 Bylaw Amendments: Administrative Bylaws

Vernon and Lutes briefed council on the recent member consultation that took place for the current administrative bylaw amendments. The member feedback resulted in a few changes to the bylaw amendments, which add clarity to the bylaw.

MOTION 1: That the following bylaw amendments be proposed for an electronic vote by members on a date(s) to be determined by the CEO/Executive Director:

- a) All current bylaws in which the title “Executive Director” is used be amended to replace that title with “Chief Executive Officer (CEO)”. The 16 affected bylaws are: 2.0, 3.4, 3.5, 3.6, 11.1, 11.2, 17.1, 21.0, 23.2, 23.3, 23.4, 24.1, 35.1, 35.2, 36.4 and 36.18.
- b) Current Bylaw 19.1 (shown in strikethrough) to be repealed and replaced with the language below in bold:

~~19.1 Five percent of the voting membership of the Institute shall form a quorum at any general meeting of the Institute.~~

19.1 At any meeting of the institute, a quorum shall consist of any combination of 40 members in good standing and honorary members.
- c) Two new bylaws related to the AIBC’s Code of Ethics and Professional Conduct be proposed as follows (changes from original draft reviewed by council shown in highlighting and strikethrough):

38.0 The Institute shall establish a Code of Ethics and Professional Conduct for members, architectural firms, licensees and associates.

38.1 The Code of Ethics and Professional Conduct shall include:

- i. those bylaws **identified** by council ~~that~~ establish the standards, values and principles relating to competency and ~~professional~~ conduct **of architects, firms, licensees and associates** and the dignity and honour of the profession;
- ii. any council rulings associated with such bylaws; and
- iii. **non-binding** preamble and **explanatory** commentary. ~~to enhance the understanding of and appreciation for the document’s importance to the profession of architecture and the public interest.~~

MOTION 2: That the CEO/Executive Director be requested to take the necessary procedural steps to allow this e-vote to proceed as soon as reasonably possible, in keeping with the *Council Rules for E-voting for Bylaw Amendments* and statutory requirements for bylaw change.

Richards / Lovgreen

CARRIED

5.0 Non-Policy

5.1 Qualifications for Recognition of Long-standing Registration

Vernon and Hendriks summarized the initiative which establishes qualifications for eligible retired architects, permitting the AIBC to recognize their long standing registration, and to waive payment of their annual renewal fee.

MOTION: That council approve the following qualifications to be required for those retired architects to be recognized for their long standing registration:

- formerly registered as an Architect AIBC
- annual confirmation of retired status, contact information, and interest in maintaining association with the AIBC annual renewal fee waived with cumulative 40 years of registration as Architect AIBC and Retired Architect AIBC, and annual confirmation of status and interest.

Lovgreen / Djurkovic

CARRIED

5.2 Qualifications for Associates and Affiliates Status

Vernon and Hendriks summarized the initiative which is intended to facilitate the transfer of remaining student associates to the affiliate category, and to clear the register of this discontinued associate class.

MOTION: That council approve the following qualifications for the Student Associate and Student Affiliate classes.

Student Associate Qualifications (*discontinued category of associates*)

- confirmation of student status, contact information, and interest in maintaining association with the AIBC
- payment of annual renewal fee, not waived

Student Affiliate Qualifications (*realignment of discontinued Student Associate class*)

- annual confirmation of student status, contact information, and interest in maintaining affiliation with the AIBC
- annual renewal fees are waived with annual confirmation of full-time status at a recognized degree program (CACB, NAAB or equivalent, for schools of architecture, BCIT or equivalent for architectural technologists, RAIC Syllabus Program)

Rettie / Richards

CARRIED

5.3 Bulletin 02: Reinstatement of Registration; Bulletin 05: Resignation of Registration

Vernon and Hendriks summarized that these bulletins are provided to council for their information and awareness of the various options and processes regarding member reinstatement and resignation, and which are relevant to members during the annual renewal process.

5.4 Bulletin 03: Waiver or Reduction of Annual Fee

Vernon and Hendriks summarized that this bulletin has been updated, including a simplified application process, and the removal of a defined dollar amount for annual thresholds and instead a reference to Bulletin 01 has been added.

MOTION: That council approve the revised Bulletin 03: Waiver or Reduction of Annual Renewal Fee, dated November 2015.

Djurkovic / Toole

CARRIED

5.5 Annual Budget (Operating & Capital) and Annual Fees & Fines for Architects and Other Registrants for 2016

The Treasurer reviewed the summary points provided in the submission remarks. Discussion included consideration of the member fee increase, as well as long range budget projections.

MOTION: That AIBC Council approve:

(a) The Annual Operating & Capital Budgets for 2016; and

(b) The 2016 Annual Fees & Fines for architects and other registrants, as per the above-noted operating budget and the draft amended Bulletin 01.

Gustavson / Rettie

CARRIED

6.0 Adjournment

MOTION to adjourn. (12:20 p.m.)

Richards / Djurkovic

CARRIED