ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes of: AIBC Council
Date: 11:10 am to 3:00 pm 21 January 2014
Location: AIBC Boardroom
Presiding: Kemp
In Attendance: Barrett, Condon, Currie, DeLand, Jahedi, Macdonald, Meiklejohn, Nickerson (6.0 onward), Rettie, Richards, Ruthen, Simons, Toole, Toy, Werker, Yustin, Zacharias

Staff: Becker, Christensen, Ernest, Hendriks, Lutes, O'Neill, Tough

Regrets: N/A

Item #	Detail

1.0 Welcome and Call to Order

1.1 President Kemp welcomed the new Lieutenant Governor appointee, Mr Ross Rettie to council.
Kemp called the meeting to order at 11:10 a.m.

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda with the addition of *in camera* item 6.1, and moving item 3.1.9 Fee Structure Committee Report to item 4.2.

Kemp/Toole **CARRIED**

3.0 Consent

3.1. Council's Committees; Task Forces; Working Groups; Registration Board; ED
- 3.1.1. President's report *(no report)*
- 3.1.2. Governance
- 3.1.3. Finance *(no report)*
- 3.1.4. Operational Constraints
- *3.1.5.* Act Review *(see 5.2)*
- 3.1.6. Strategic Engagement Steering Committee
- 3.1.7. Associates *(no report)*
- 3.1.8. Diverse Membership
- 3.1.9. Fee Structure *(see 4.2)*
- 3.1.10. Registration Board
- 3.1.11. Executive Director

3.2. Internal Policy Compliance Monitoring:
- 3.2.1. 2.3 Financial Management
- 3.2.2. 7.0 Professional Development
- 3.2.3. 11.0 Registration and Licensing

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

Kemp/Richards **CARRIED**

3.3. Recording of Electronic motions passed:
- 3.3.1. Minutes of 12 November Council meeting
- 3.3.2. Register Amendments for December 2013
- 3.3.3. NCARB Exam Results for November 2013
- 3.3.4. AT Exam Results for November 2013

3.4. Updated Board/Cmt/Task Force Membership January 2014
3.5. Register Amendments for January 2014
3.6. Oral Review Results for November 2013
3.7. NCARB Results for December 2013
3.8. Updated Diverse Membership Working Group T of R
3.9. Updated Strategic Engagement Steering Committee T of R
3.10. Updated Operational Constraints Committee T of R
3.11. New Continuing Education Advisory Committee T of R
3.12. New Professional Development Advisory Committee T of R

A discussion regarding the inclusion of disbanding two working groups (Fee Structure, and Strategic Planning) as part of submission 3.4 took place, resulting in an additional motion to remove a portion of the submission from the motion. As well, a discussion regarding the wording in the Strategic Engagement Steering Committee Terms of Reference submission under agenda item 3.9 took place, resulting in a further amendment to the council motion as below. Further review of the Strategic Engagement Steering Committee Terms of Reference was deferred to the governance committee.

MOTION 1): That 'Strategic Planning Working Group decommissioned as mandate complete' be removed from submission 3.4.

Toole/Barrett **CARRIED**

MOTION 2): That council approves items 3.3 through 3.12, with the exception of items 3.9 and 3.10.

Kemp/Condon **CARRIED**

4.0 Non-Policy

4.1. Submission: Operational Constraints Committee

The Committee Chair provided a summary of the activity being undertaken related to process of performance evaluation for the Executive Director role. The intent is for a more formal and rigorous process for future council's efficiency with this process. Once the current evaluation process, and related process documentation is through the final draft, the intention is for the Executive Director performance review to coincide with the annual budget approval cycle.

MOTION: That council accept the draft documents, a) Executive Director Performance Evaluation Process, and b) Role of the Executive Director, and that the Operational Constraints Committee considers Council feedback.

Kemp/Meiklejohn **CARRIED**

4.2 Fee Structure Committee Report

The final Fee Structure Committee report and recommendations were reviewed and discussed briefly by council. It was determined that the recommendations should be reviewed by the governance committee prior to further consideration by council.

MOTION: That the recommendations relating to report item 4.2 'Fee Structure Committee Report' be forwarded to the governance committee for their consideration and for bringing back to council.

Kemp/Toole **CARRIED**

5.0 Policy

5.1 Submission: Bylaw Review Committee: Electronic Voting

Ernest introduced the submission on electronic voting brought by the Bylaw Review Committee, and summarized the intent of the submission and accompanying motions. Current AIBC Bylaws and processes for council elections and amendments to institute Bylaws do not provide for an electronic voting process. The proposed next step would be to inform/consult with members as to e-voting and to consult with the Ministry about bylaw language. The Bylaw Review Committee would come back with another submission to council regarding this engagement and with 'final' language on any proposed bylaws.

MOTION 1): That council supports the principle of electronic voting for council elections and AIBC Bylaw amendments.

Condon/Toole **CARRIED**

MOTION 2): That the Bylaw Review Committee, with staff support, be asked to:
a) consult with and inform members and government about e-voting and gauge member support; and
b) return to council in March 2014 with a submission summarizing consultation and making final recommendations for e-voting bylaws, if any.

Kemp/Toole **CARRIED**

5.2 Submission: Act Review Working Group

Richards introduced the submission brought by the Act Review Working Group including its written report. Most immediate is the task of seeking simple amendments to the *Act* to reflect the reduction from three to two years of internship experience and to modernize foreign-trained architect registration to reflect BEFA (both initiatives have been previously analyzed and supported by AIBC Council and other Canadian jurisdictions).

MOTION: That council supports the Act Review Working Group's efforts to seek amendments to sections 36 and 37 of the *Architects Act* to reflect approved national-level changes to internship and foreign-trained architect registration requirements.

Richards/Barrett

CARRIED

6.0 *In Camera*

MOTION: to go *in camera.*

Kemp/Toole **CARRIED**

6.1 *In camera* item

MOTION: to come out of *in camera*.

Kemp/Condon **CARRIED**

7.0 Adjournment

MOTION to adjourn. (3:00 p.m.)

Kemp/Toole **CARRIED**
