Adopted

ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes of:	AIBC Council
Date:	11:05 am to 2:45 pm 10 June 2014
Location:	AIBC Boardroom
Presiding:	Kemp
In Attendance:	Condon, Currie, Djurkovic, Dove, Etcher, Gustavson, Jahedi, Leung, Macdonald, Nickerson, Rettie, Richards, Ruthen, Simons, Toole, Toy, Yustin, Zacharias
Staff:	Battiston, Charman (*for item 5.2*), Ernest, Hendriks, Lutes, O'Neill, Tough
Guest:	Stephen Bruyneel, Principal, SB Communications & Public Affairs Ltd. (*Item 5.1*)
Regrets:	None

Item # Detail

1.0 Welcome and Call to Order

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

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda with the addition of item 6.1 Council Retreat, under New Business.

Kemp/Condon **CARRIED**

3.0 Consent

For council receipt: Reports

3.1 Council's Committees; Task Forces; Working Groups; Registration Board; ED

3.1.1 President's Report (*oral*)

President Kemp welcomed those in attendance to the first full meeting of the new council. The President acknowledged the recent passing of Bonnie Maples, who is a past president of the AIBC. A service is being held on June 14th in North Vancouver, which the President and Executive Director will be attending.

3.1.2 Governance
3.1.3 Finance
3.1.4 Operational Constraints
3.1.5 Act Review (*oral*)

Chair Richards indicated that in order to continue to pursue *Act* changes, deciding on an approach to stakeholder engagement is necessary. The working group will be providing council with information with regard to Section 60 so council is well informed.

3.1.6 Strategic Engagement (*see item 5.1*)
3.1.7 Associates *(none)*
3.1.8 Diverse Membership
3.1.9 Registration Board

3.1.10 Executive Director
3.1.10.1 Letter to IDIBC with Backgrounder
3.2 Internal Policy Compliance Monitoring *(None reported)*

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

Kemp/Etcher **CARRIED**

For council motion to approve:
3.3 Recording of Electronic motions passed:
3.3.1 Minutes of 08 April 2014 Council meeting
3.3.2 Minutes of 03 May 2014 Council meeting
3.3.3 Register Amendments for May 2014
3.3.4 NCARB Exam Results for April 2014
3.3.5 *(Consent to Receipt)* 2.3 Financial Management and Statements (to 31 March 2014)
3.4 Updated Board/Cmt/Task Force Membership
3.5 Register Amendments June 2014
3.6 NCARB Exam Results for May 2014
3.7 Governance Committee Terms of Reference
3.8 Finance Committee Terms of Reference
3.9 Operational Constraints Committee Terms of Reference
3.10 CACB Board Appointment

MOTION: That council approve items 3.3 through 3.10 above.

Kemp/Richards **CARRIED**

4.0 Policy

4.1 Invitation to IDIBC Liaison to Council

MOTION: That the AIBC Council extend an invitation to the IDIBC to continue its appointment of a non-voting liaison to council, representing the Interior Designers Institute of BC.

Kemp/Yustin **CARRIED**

4.2 New Council Policies (12.1, 12.2)

Condon indicated that the submission is the first two policies of a new policy suite, which have come through the Governance Committee for council discussion. Ernest indicated that the policies provide for appropriate notifications and consultations requirements, which benefits members and council.

MOTION: That Council:

1) **Approves new council policy heading 12.0 entitled "Legislation and Bylaw Review";**
2) **Approves new council policy 12.1 entitled "Bylaw Amendments: Consultation", as attached;**
3) **Approves new council policy 12.2 entitled "Rules and Rulings: Notification"; and**

4) Directs the Executive Director to update the Policy Governance Manual consistent with motions approved above and to inform members and associates of these new policies.

Condon/Toole **CARRIED**

5.0 Non-Policy

5.1 Strategic Engagement Steering Committee Submission

Condon introduced Stephen Bruyneel to the meeting, who summarized the report submitted to council for phase 1 of the stakeholder engagement initiative. Condon indicated that approval from council was being sought to continue with phase 2 of the engagement initiative.

MOTION: That Council:

a) Endorse the Preliminary Recommendations contained within the attached Final Report;
b) Direct the Executive Director to negotiate a contract for services for the next stage of this engagement process with the consultant utilized during the first stage of this engagement, consistent with the Preliminary Recommendations; and,
c) Direct the Strategic Engagement Steering Committee to finalize and approve for public release the AIBC Stakeholder Engagement Final Report.

Condon/Richards **CARRIED**

5.2 APEC Mutual Recognition Program Submission

Kemp provided background information including, that a Memorandum of Understanding was signed by Australia, Canada and New Zealand in October 2012, and since this date, the International Relations Committee (IRC) on behalf of CALA, has been completing research and due diligence, and continues to negotiate with Australia and New Zealand to work towards the signing of an APEC MRA in Vancouver in October 2014. Ernest presented to council the presentation that had been provided to Canadian jurisdictions at a CALA workshop in April 2014.

MOTION: That Council approve in principle the draft APEC Architect Project Mutual Recognition Agreement between Australia, Canada and New Zealand.

Kemp/Richards **CARRIED**

5.3 Bylaw Review Committee Submission

Lutes provided a summary of the current focus of the Bylaw Review Committee, which includes review of the 2012 ‘housekeeping’ bylaws that did not obtain member approval at that annual meeting for possible return to the members; and continuing to draft proposed investigations and disciplinary resolution bylaws. Council requested that an updated Bylaw Review Committee ‘roadmap’ be provided for review and consideration by council of the associated resource allocation.

5.4 Council Committees/Task Force/Working Group membership

Council reviewed and finalized the table provided which details the council member and liaison participation on council committees/task forces/working groups for 2014-15.

5.5 CAPEX Request

Ernest provided a summary of the submission to council, which seeks approval for an additional capital expenditure of up to $150K to complete the improvements to suite 210. Council requested that more information be provided about the project scope since the original budget approval of $50K in November 2013.

MOTION: That Council authorize capital expenditure (additional to the 2014 budget) of up to $150,000 for the suite 210 improvement project.

Kemp/Rettie **CARRIED**
(Opposed: Toole)

6.0 New Business

6.1 Council Retreat

Condon reported that retreat planning is underway, and requested council's participation on two planning items. First, council chairs are requested to complete the work plan template to assist in council's annual work plan discussion. Second, volunteers for a subcommittee to review the institute's mission/vision/values are requested. Steve Simons, Scott Kemp, Karl Gustavson, John Etcher, and Gordon Richards volunteered for the subcommittee.

7.0 *In Camera*

MOTION: to go *in camera.*

Kemp/Etcher **CARRIED**

MOTION: to come out of *in camera*.

Kemp/Simons **CARRIED**

9.0 Adjournment

MOTION to adjourn. (2:45 p.m.)

Kemp/Simons **CARRIED**