APPROVED
BY ELECTRONIC MOTION
AS OF 2011 JANUARY 27

ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes of:	Council
Date:	11:30 am, Tuesday, January 11, 2011
Location:	AIBC Boardroom
Presiding:	Gallant
In Attendance:	Belsheim, Boswell, Grossman, Hendriks, Kemp, Levar, Meiklejohn, Nacionales, Pawson, Peddie, Richards, Seeton, Spiegel, Van Duzer, Weih, Werker, Wilkinson
Staff:	Bounds, Ernest, Gatensby, Lutes, Marburg, Rau, Wiebe
Regrets:	Currie, Gillies

Item # Detail

1.0 Welcome and Call to Order

The Meeting was called to order at 11: 40 am.

2.0 Acceptance of the Agenda

The agenda was accepted with the addition of item 6.5 Correspondence to BD and RD Associates.

Spiegel/Kemp **Carried**

3.0 Adoption of the Minutes

That council approves the following amendment to the previously adopted minutes of November 8, 2010:

6.1.1 2011 Operational Budget including fees and fines

That council accepts the operational budget for 2011 as presented (attached) including (under Bylaw 25) the annual fees and fines.

Spiegel/Hendriks **Carried**
Opposed: Grossman

Levar/Weih **Carried**
Opposed: Werker

4.0 Consent Items

4.1. Recording of items approved by email

4.1.1. Disciplinary Inquiry

Motion 1: Pursuant to its authority under Section 46 of the *Architects Act,* council hereby orders a Disciplinary Inquiry into a complaint against Mr. Clive McKenzie MAIBC consistent with the corresponding 'draft' Notice of Inquiry as distributed to council. (The specific date and time in the Notice may be adjusted as required for scheduling the Inquiry among the member, legal counsel for all parties and Disciplinary Inquiry members).

Motion 2: Pursuant to its authority under Section 46 of the *Architects Act,* council hereby establishes a Disciplinary Committee to consider the charges in the Notice of Inquiry for AIBC File No. 10.07 (as distributed to council) comprised of the following council members or alternates as may be necessary given potential conflicts of interest or scheduling realities:

Carried
Abstention: Meiklejohn

4.1.2. Register Amendments for December, 2010
4.1.3. NCARB Exam Results for December, 2010
4.1.4. AT Exam Results for December, 2010
4.2. Assessments of the council meeting November 9, 2010
4.3. Internal Monitoring Reports
4.3.1. Financial Compliance Monitoring and Summary
4.3.2. Compliance Monitoring 5.0 Communications
4.4. Committee Changes
4.5. Register Amendments for January, 2011
4.6. NCARB Exam results for January, 2011
4.7. Annual Meeting resolution: appointment of the auditor

Motion: Adoption of the consent items.

Weih/Pawson **Carried**

5.0 Policy Discussion Issues

5.1. Volunteer Recognition

That council:

(i) Accepts policy 5.4 Volunteer Recognition as revised;

(ii) Accepts the Volunteer Recognition Committee Terms of Reference as revised; and

(iii) Endorses the revised nomination forms for Honourary Membership, Special Certificate of Recognition, and the Barbara Dalrymple Memorial Award.

Grossman/Werker **Carried**
Opposed: Werker

5.0:	**POLICY CATEGORY:**	**COMMUNICATIONS**
5.4:	**POLICY FOCUS:**	**VOLUNTEER RECOGNITION**

5.4.1 The Council of the Institute wishes to recognize both registrants and non-registrants who have demonstrated sustained and significant contributions to the profession or architecture through their advocacy and volunteer activities and to celebrate their achievements with and contributions to both registrants and the public.

Accordingly, the Executive Director will ensure that:

5.4.2 Recognition of sustained and significant contributions made on behalf of the profession at many levels through development and maintenance of a volunteer recognition program.

5.4.3 Formation of a Volunteer Recognition Committee that will provide advice and assistance to a program with terms of reference and transparent policies and procedures that are clear and available to all registrants.

5.4.4 Communication of the Volunteer Recognition program so that registrants will value and support it.

5.4.5 The program promotes the importance of volunteerism and volunteer values within the profession and to the public.

5.4.6 Awards are given annually to successful nominees as tangible symbols of recognition appropriate to clear criteria and eligibility established for various awards:

Honorary Membership (non-registrants)
Barbara Dalrymple Memorial Award for Community Service (registrants)
Special Certificate of Recognition (registrants)
Certificate of Recognition (AIBC Council members upon retirement from Council)

5.4.7 Volunteer recognition program is complementary to, and not in conflict with, other recognitions within the Institute (e.g. AIBC Architectural Awards).

5.4.8 The following system characteristics:

5.4.8.1 Uniform and consistent application
5.4.8.2 Easily managed, maintained and tracked
5.4.8.3 Affordable
5.4.8.4 Ensure fair and accountable adjudication

5.2. Identity, designations and competency presentation

On behalf of the Registration Board and its Associates Committee, Vice President Gord Richards and Registrar Scott Kemp made a presentation and distributed hand-outs. Questions were fielded pending a more detailed review and discussion by council at the extraordinary strategic planning session scheduled in February, 2011.

5.3. Council Working Group Reports

5.3.1. Advocacy and Regulation – Chair: Cal Meiklejohn: Terms of Reference will shortly be circulated for council's electronic vote. The WG's meetings have included discussion on the definition of "in the public interest" which could subsequently be used as a filter for the work of AIBC boards and committees.

5.3.2. Engagement and Communications – Chair: Keath Seeton: a report with recommendations (expected to address engagement with government; members and external stakeholders including APEGBC and IDIBC) will be tabled for discussion at council's strategic planning session in February.

5.3.3. Legislative Renewal – Chair: Scott Kemp: Terms of Reference will shortly be circulated for council's electronic vote. A report with recommendations (expected to address five key points) will be tabled for discussion at council's strategic planning session in February.

5.3.4. New and Diverse Members – Chair: Nacionales: work continues on developing anecdotal profiles ('avatars') representative of various paths towards registration.

5.3.5. Coordination and Terms of Reference

The President reported on a helpful meeting of all working group chairs and plans for a second to be held in advance of council's strategic planning session in February. All working groups are to present final recommendations or reports to council for discussion at or before the February session.

5.3.6. Development of council's Annual Conference sessions (on Tuesday, May 24, prior to Annual Meeting): discussion included desirable characteristics and the development/publication schedule.

6.0 Non-policy Discussion Issues

6.1. Contingency Reserve Fund

The following motion was made to adjust the extent of Contingency Fund money to match the target set by Council at its meeting of November 13, 2010.

That council approves the transfer of $243,585 from the Contingency Reserve Fund (leaving a balance there of $350,000) to the institute's operating account.

Spiegel/Hendriks **Carried**

In further discussion on financial reporting, the following was moved:

That council requests the Financial Health Task Force to report annually on outside benchmarks used for salary and benefit administration in order to ensure that the AIBC remains both competitive and fiscally responsible.

Belsheim/Werker **Carried.**

6.2. Bulletin 42 Bankruptcy

That council approves the submitted rules, further to its authority under Section 5 of the *Architects Act,* to be published in a revised Bulletin 42 (Updated January 2011).

Meiklejohn/Kemp **Carried**

6.3. Council elections: nomination process

The President reviewed the five members of council whose terms expire in 2011: Paula Grossman, Scott Kemp, Peter Levar, Cal Meiklejohn and Barry Weih, of whom two (Levar and Weih) have announced they will not accept nomination for re-election.

6.4. Council *in camera* meetings and disclosure of briefing materials

At council's request, protocols addressing *in camera* meetings and appropriate distribution/publication of its briefing materials have been developed by staff and were presented for information.

In further discussion about council meetings, the following was moved:

That council directs the last thirty minutes of each meeting be reserved for an informal council forum to include only voting council members.

Meiklejohn/Werker **Defeated**

Motion to amend the above by removing the exclusion of non-voting liaisons to council.

Peddie/Belsheim **Defeated**

6.5. Correspondence to BD and RD associates

A recent letter to Building Designer and Residential Designer associates, sent under the signature of the BD/RD Liaison to Council David Boswell, was discussed. The differences in roles, rights and responsibilities with respect to non-voting liaisons vs. voting members of council were reviewed.

7.0 *In Camera*

7.1. Review of Executive Director: the annually required review was successfully conducted.

8.0 Adjournment

Belsheim/Richards **Carried**