



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

## Notice of the 93<sup>rd</sup> Annual Meeting

In accordance with Bylaw 17 of the Architectural Institute of British Columbia (AIBC) you are hereby notified that the

**93<sup>rd</sup> Annual Meeting of the AIBC will be held at the BCIT Downtown Campus, 555 Seymour Street in Vancouver, BC, on 12 May 2012**

**Registration begins at 12:30 pm.**

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## 93<sup>rd</sup> Annual Meeting Agenda

<b>1:00 pm</b>	<b>1.0</b>	<b>Welcome</b>	<b>G. Richards MAIBC</b>
	1.1	Quorum	
	1.2	Introductions	
		1.2.1 Council	
		1.2.2 Staff	
		1.2.3 Guests	
		1.2.4 Motions Review Committee	
		1.2.5 Parliamentarian: Eli Mina M.Sc., P.R.P.	
	1.3	Protocols for the Annual Meeting <i>Refer to Attachment (i)</i>	
	<b>2.0</b>	<b>Call to Order</b>	<b>G. Richards MAIBC</b>
	2.1	Close of Elections	
	2.2	Scrutineers Appointment per Bylaw 24.1	
	2.3	Approval of the Agenda	
<b>1:30 pm</b>	<b>3.0</b>	<b>Adoption of the Minutes of the 92<sup>nd</sup> Annual Meeting</b> <i>Refer to Attachment (ii)</i>	<b>G. Richards MAIBC</b>
<b>1:35 pm</b>	<b>4.0</b>	<b>Recognition</b>	<b>G. Richards MAIBC</b>
	4.1	Remembrance of those deceased in 2011/12	

**1:40 pm 5.0 Honourary Membership** P. Grossman MAIBC  
*Refer to Attachment (iii)*

5.1 Robert (Bob) Williams

**1:50 pm 6.0 President's Report** G. Richards MAIBC  
*Refer to Attachment (iv)*

5.2 Discussion

**2:20 pm 7.0 Financial Report**  
*Refer to Attachments (v and vi)*

7.1 Filing of Auditor's Report  
7.2 Financial Health Task Force Report  
7.3 Discussion  
7.4 Appointment of Auditor

G. Richards MAIBC  
T. Spiegel B.Sc. (QS) PQS,  
G. Richards MAIBC  
T. Spiegel B.Sc. (QS) PQS

**2:30 pm 8.0 Bylaws**  
*Refer to Attachment (vii)*

8.1 Bylaw Review Committee

J. Lutz MAIBC

Resolutions:

G. Richards MAIBC

Bylaw 3.2  
Bylaw 3.3  
Bylaw 12.2  
Bylaw 18.2  
Bylaws 26.0 and 26.1  
Bylaws 26.2 and 26.3  
Bylaw 12.1  
Bylaw 13.2  
Bylaw 19.1  
Bylaw 19.2  
Bylaw 20.0  
Bylaw 10.0  
Bylaw 36.0  
Bylaw 36.1  
Bylaws 8.2 through 8.5  
Bylaw 13.3  
Bylaw 8.1

- 3:40 pm 9.0 Announcement of Election Results** G. Richards MAIBC
- 9.1 Members of Council
  - 9.2 Intern Architect Liaison to Council
  - 9.3 Architectural Technologist Liaison to Council
  - 9.4 Building Designer and Residential Designer Liaison to Council
- 3:50 pm 10.0 Members Forum** (time permitting) G. Richards MAIBC
- 10.1 Protocols  
*Refer to Attachment (viii)*
  - 10.2 Advisory Members Motions G. Richards MAIBC
- 4:30 pm 11.0 Adjournment**



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

## AIBC Annual Meeting Protocols

The following protocols are designed to facilitate an orderly and effective annual meeting in which the business of the institute can be concluded in a timely, inclusive and respectful manner:

1. The meeting will be run in accordance with the *Architects Act* and AIBC Bylaws. Where the *Act* and Bylaws are silent, Robert's Rules of Order shall apply.
2. In accordance with the *Act*, only AIBC members in good standing and honorary members may vote on any matter requiring a vote.
3. Associates, while not entitled to vote, may speak to any matter on the floor of the meeting and may ask questions arising from reports tabled at the meeting.
4. Any person wishing to speak shall approach one of the microphones and shall wait to be recognized by the chair. Once recognized, the person shall start by stating his/her name and whether he or she is a member or an associate.
5. On each debatable motion, each member may speak up to two times, each time no longer than three (3) minutes. A member who wishes to speak for the second time on the same issue shall wait until all first time speakers have spoken. Up to one follow-up question shall be permitted each time, as long as time limits are respected. As per Robert's Rules of Order, speakers must focus their comments to the issues at hand, maintain civility, respect and decorum, and avoid personal attacks. A person who is interrupted by the Chair in order to enforce the rules of order shall stop speaking while the Chair explains the procedural concern.
6. **Member Motions** are advisory to Council and framed as follows: "*Moved That the AIBC Council be requested to \_\_\_\_.*" Pursuant to Robert's Rules of Order, such motions must be concise, complete and unambiguous, and be submitted in writing.
7. Although it is recommended that Member Motions be submitted by one week prior to the Annual Meeting (2012 deadline: 4 May), the latest time for submitting Member Motions is thirty minutes after the call to order of the Annual General Meeting.

[These protocols have been reviewed by E. Mina M.Sc., P.R.P., Registered Parliamentarian.]



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

## 92<sup>nd</sup> ANNUAL MEETING OF ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

**DATE:** Tuesday 24 May 2011  
**TIME:** 1:45 p.m.  
**LOCATION:** Vancouver Convention and Exhibition Centre  
Vancouver, British Columbia  
**PRESIDING:** Pierre Gallant MAIBC, AAA, FIRAC, President

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### 1.0 Welcome

Pierre Gallant MAIBC, AAA, FIRAC and President welcomed attendees to the meeting.

### 1.1 Quorum

The President reported that more than sufficient members were present to meet quorum requirements; therefore the meeting was called to order at 2:05 pm.

### 1.2 Introductions

#### 1.2.1 Council

The President introduced the members of the 2010/2011 AIBC Council:

Vice-President – Gordon Richards MAIBC

Registrar – Scott Kemp MAIBC

Treasurer – Tim Spiegel B.Sc. (QS) PQS, a Lieutenant Governor's Appointee to Council

Veronica Gillies MAIBC

Paula Grossman MAIBC

Joan Hendriks MAIBC

Peter Levar MAIBC

Cal Meiklejohn MAIBC

Leslie Van Duzer B.A., M.Arch, Director of UBC SALA

Barry Weih MAIBC

Lynne Werker MAIBC

James Belsheim B.A.Sc, MBA, ICD.D, a Lieutenant Governor's Appointee to Council

Owen Pawson B.Arch, LL.B., a Lieutenant Governor's Appointee to Council

Richard Peddie Ph.D., a Lieutenant Governor's Appointee to Council

#### LIAISONS TO COUNCIL:

Dave Boswell BD, ASCT, Building and Residential Designers (*not present*)

Michael Currie AT, Architectural Technologists

Nathaniel Nacionales IA, Intern Architects



Jim Toy BA, BArch, RID LEED AP, Interior Designers Institute of BC, successor to Keath Seeton RID (Fellow) who served in this position from 2007 until March of 2011.

Immediate Past President – David Wilkinson

#### 1.2.2 Staff

The President introduced members of the AIBC Staff who were present:

Michael Ernest MAIBC	Executive Director
Maura Gatensby MAIBC	Director of Professional Services
Thom Lutes LL.B.	Director of Professional Conduct and Illegal Practice
Jerome Marburg LL.B. MBA	Deputy Executive Director and General Counsel
David Wiebe	Director of Communications
Karen Morris CGA	Manager of Finance and Administration
Roísín O'Neill	Manager of Registration and Licensing
Katherine Rau	Executive Assistant
Jackie Buchan	Illegal Practice and Professional Conduct Coordinator

#### 1.2.3 Guests

The President thanked and welcomed industry stakeholders and guests present at the meeting, who included APEGBC Director of Legislation, Ethics and Compliance Geoff Thiele; ASTTBC Executive Director John Leech; CEBC Executive Director Glenn Martin; Royal Bank of Canada Senior Account Manager Elaine Fleury; and QSSBC President Mark Russell.

### 1.3 **Protocols**

The President called the attention of the assembly to the protocols previously distributed and posted on the AIBC website.

#### 1.3.1 Parliamentarian: The president introduced Eli Mina M.Sc., P.R.P.

Eli Mina briefed the assembly on the purpose of a parliamentarian (to offer advice to President and through him to the assembly on Parliamentary procedure) and reviewed core guidelines for a respectful and efficient meeting.

### 2.0 **Call to Order**

#### 2.1 **Close of Election**

The President declared the election closed.

The President introduced and thanked each of the nominated candidates for member of council:

Elisa Brandts MAIBC  
Robert G. Chester MAIBC  
Winston Chong MAIBC  
Eszter Csutkai MAIBC



Gary Fields MAIBC  
Paula Grossman MAIBC  
Scott Kemp MAIBC  
Christine Lintott MAIBC  
Cal Meiklejohn MAIBC  
David Yustin MAIBC

The President introduced and thanked each of the nominated candidates for Intern Architect Liaison to Council:

Derek DeLand IA  
David Zeibin IA

## 2.2 Scrutineers Appointment per Bylaw 24.1

The President appointed the following individuals as scrutineers to the counting of the ballots: Marguerite Wood; Aleta Cho; and Kim Underwood, to be assisted by additional members of AIBC staff.

## 2.3 Approval of the Agenda

The President confirmed the agenda had been provided to all members.

A Point of Order was raised by Ian Bazley MAIBC:

**That the agenda is illegal under Roberts' Rules of Order (item 25 lines 3 through 5) as it does not allow new business or motions from the floor which are mandatory elements for an annual general meeting.**

**The chair ruled the Point of Order inappropriate.**

**Motion put to the assembly: to appeal and overturn the ruling of the chair.**

Moved: Ian Bazley MAIBC  
Seconded: Eszter Csutkai MAIBC

**Defeated**

**Motion: to add to the agenda, after 6.0 President's Report, discussion of and voting upon a motion submitted by Ronald Bain MAIBC and Jonathan Yardley MAIBC titled "A process for the reform of the Architects Act and Bylaws".**

Moved: Ronald Bain MAIBC  
Seconded: Ian Bazley MAIBC

**Carried**

**Motion: that the times on the agenda be advisory rather than formal.**

Moved: Ian Bazley MAIBC  
Seconded: Eszter Csutkai MAIBC

**Carried**



**Motion: to approve the agenda as amended:**

Moved: Gary Fields MAIBC  
Seconded: J. Robert Thibodeau MAIBC

**Carried**

### **3.0 Adoption of the Minutes of the 91<sup>st</sup> Annual Meeting**

The President called for any corrections to the circulated draft minutes:

**Request: to amend section 1.2 Rules of Order to indicate that the motion was not a “challenge” but a request for clarification.**

Moved: Irvin H. Kew MAIBC  
Seconded: Ian Bazley MAIBC

**Defeated**

**Request: to add to section 8.2 Motions from the Floor the full text of two motions submitted by Eszter Csutkai which were not debated or voted upon by the assembly due to time constraints.**

Moved: Eszter Csutkai MAIBC  
Seconded: none

The President clarified that minutes are intended to be a record of the actions taken during the meeting and reminded the assembly that all three of the submitted Motions from the Floor, which did not receive debate or vote during the meeting itself, were duly reviewed by Council and published in full with accompanying Council responses.

(No vote)

**Motion: Be it resolved that the members of the Institute adopt the minutes of the 91<sup>st</sup> Annual Meeting as distributed.**

Moved: H. Bruce Knapp MAIBC  
Seconded: J. Brian Sim MAIBC

**Carried**

## 4.0 Recognition

### 4.1 Remembrance of those deceased in 2010/2011

The President recognized former members who passed away during the past year. A moment of silence was observed.

Richard B. Archambault (Retired Architect)  
Ronald Howard (Previously Registered Member)  
Douglas B.L. Johnston  
Roy W. Meiklejohn (Retired Architect)  
Eric Nicol (Honourary Member, 1971)  
Daine M. Sarter

## 5.0 Election of Honorary Member

**Motion: WHEREAS George R. Humphrey B.Arch has been nominated as an Honorary Member of the Institute by five members in good standing of the Architectural Institute of British Columbia, in recognition of his outstanding contribution to the built environment and the profession of architecture,**

**BE IT RESOLVED THAT the members of the Institute elect George R. Humphrey as an Honorary Member of the Architectural Institute of British Columbia.**

Moved: Paula Grossman MAIBC  
Seconded: J. Brian Sim MAIBC

**Carried  
None opposed**

## 6.0 President's Report

The President read highlights from his report (as distributed and published) and opened the floor to questions.

**Motion: A process for the reform of the *Architects Act* and Bylaws**

**We move that the members of AIBC endorse for Council's consideration the following plan for reform of the *Architects Act* and Bylaws:**

**Based upon clearly stated objectives for legislative renewal that will serve the future needs of the public and the profession of architecture, the institute prepares new bylaws that would govern the profession of architecture for submission to the government in a process where the institute members, the School of Architecture and Landscape Architecture, allied professions and government are fully and continuously informed participants and that:**



1. Where new bylaws are permissible under the existing authority of the *Architects Act*, the institute would submit these bylaws to government following approval by the members; and
2. Where new bylaws would require revision(s) to the existing *Architects Act*, the institute would submit to government (following approval of the members) proposals for bylaw changes that inform the Ministry of the intent of the changes and where they would require revision to the existing *Architects Act*, together with a request to revise the *Architects Act* to enable their approval.

Moved: Ronald Bain MAIBC

Seconded: Jonathan Yardley MAIBC

Carried

**Motion: that Council is requested to consider establishing, with sufficient resources, a code and Act synchronization committee with the sole purpose of pursuing changes to BC Building Code including a requirement for the involvement of an architect for all structures, not just those exceeding section 60.**

Mr. Bazley referenced Ontario Building Code 1.2.1 sentence 1.2.1.1(1)

Moved: Ian Bazley MAIBC

Seconded: none

The President consulted with the Parliamentarian and suggested that the Members' Forum would be the appropriate time to raise such a motion.

**The Chair ruled against inclusion of the motion as it was neither part of the adopted agenda nor related to the President's Report.**

**Motion put to the assembly: to appeal and overturn the ruling of the chair.**

Moved: Ian Bazley MAIBC

Seconded: Richard Balfour MAIBC

Defeated

## 7.0 Financial Report

### 7.1 Filing of Auditor's Report

In accordance with the *Architects Act*, the 2010 audited statements dated the 5<sup>th</sup> day of April 2010 (as distributed by mail to the membership and published on the website) were filed by the President.



## 7.2 Financial Health Task Force Report

The President introduced Treasurer Tim Spiegel B.Sc. (QS), PQS, MRICS and member of Council's Financial Health Task Force Joan Hendriks MAIBC,

The Treasurer presented highlights from the Treasurer's and Auditor's Reports (as distributed and published.) The President invited questions from the assembly. The subjects included:

- The Contingency Reserve Fund's sufficiency to protect the institute if the revenues from various service centres were to decrease
- Clarification of costs associated with the Practice Consultation Service and projections of its long-term financial viability
- The purpose and advisability of the institute holding non-liquid assets (i.e. real estate)

## 7.3 Appointment of the Auditor

**Motion: that as a condition of their appointment the auditors shall conduct an analysis and/or accounting of all the monies and resources expended by the institute on all aspects of legislative renewal, the competency matrix, the complexity ladder or complexity level analysis, and all matters involving the 'associates' for the period January 15, 2010 up to and including April 31, 2012. As a component of this work the auditors shall present a separate written report on their work and findings to the members at the 2012 Annual General Meeting.**

**Further, the analysis or accounting noted above shall be governed by the intent of this amendment which is to present to the members of the institute with a 'full' and 'clear' understanding of 'all of the resources' being expended by the institute, Council and the institute staff in the noted areas of work and policy development.**

Moved: Ian Bazley MAIBC  
Seconded: none

The President consulted with the Parliamentarian and suggested that the Members' Forum would be the appropriate time to raise such a motion.

**The Chair ruled against inclusion of the motion as the appointment of an auditor is only for the purposes of auditing financial statements in accordance with generally accepted accounting principles.**

**Motion put to the assembly: to appeal and overturn the ruling of the chair.**

Moved: Ian Bazley MAIBC  
Seconded: Richard Balfour MAIBC

**Defeated**



**WHEREAS the accounting firm of Wolrige Mahon Chartered Accountants have performed all assignments to the satisfaction of Council,**

**BE IT RESOLVED THAT Wolrige Mahon Chartered Accountants be appointed auditor for the Architectural Institute of British Columbia for the fiscal year 2011.**

Moved: Tim Spiegel B.Sc. (QS), PQS, MRICS

Seconded: Joan Hendriks MAIBC

**Carried**

## **8.0 Reports:**

### **8.1 UBC School of Architecture and Landscape Architecture**

**Leslie Van Duzer B.A., M.Arch, Director**, delivered a report from UBC SALA, reporting on: the expanding and increasingly complex training of architects; an initiative by the advisory board to match students with mentors; and students' perceived lack of incentives for registration (including expansion of the AIBC to include registration non-architects.)

### **8.2 Intern Architects**

**Nathaniel Nacionales IA, Liaison to Council**, delivered a report on behalf of Intern Architects, including highlights from the report and annual conference session developed by Council's New and Diverse Members Working Group, which he chaired. His report also included: transition to NCARB ARE series 4.0; outreach events for UBC architectural students; and addition of student representatives to the Intern Architect Committee.

### **8.3 BCIT**

**Peter Levar MAIBC, MRAIC, Program Head**, reported on BCIT: the architectural science program which has now been in place for ten years; development of a five-year bachelor of architecture program; and consideration of a master of applied science program in building science. He highlighted faculty and student exchanges and announced his sabbatical for one year.

### **8.4 Architectural Technologists**

**Michael Currie AT, Liaison to Council**, reported on behalf of Architectural Technologists, an associate category which has existed at the AIBC for over twelve years; and on behalf of the Associates Committee which has been involved in the initiative to review and establish levels of competency.

## 8.5 Building and Residential Designers

The President expressed the regrets of David E. Boswell BD, ASCT, the BD and RD Liaison to Council, who was unable to attend the annual meeting, and invited Michael Giroux BD to present a report.

**Michael Giroux BD** summarized the history of building designers in BC from the 1979 founding of a non-profit association of professional builders (exams and scrutinization of examples of work were overseen by the American Institute of Building Design) with a mandate to advance the education and certification of building designers and promote building research in the interest of the public; through the association's incorporation into ASTTBC as the Building Designers Institute of BC (BDIBC), to the transfer of its members to the AIBC as associates in 2008.

## 8.6 Lieutenant Governor Appointees to Council

**Richard Peddie Ph.D., LG Appointee to Council** briefed the assembly on the mandate of the LG Appointees to: oversee the manner in which the AIBC conducts its duties in the public interest; ensure transparent, accountable conduct of business; and contribute to governance, financial management, and engagement decisions. His report highlighted recent years' positive results in the institute's fiscal base and Council's efforts to inform and listen to the concerns of members.

## 8.7 Discussion

The floor was opened to questions on the forgoing six reports. None were raised.

## 9.0 Announcement of Election Results

President Pierre Gallant MAIBC, AAA, FIRAC announced and congratulated the Intern Architect elected as the Intern Architect Liaison to Council for 2011/2012:

- I. David Zeibin IA

and the five architects who have been elected to fill five vacancies for the 2011/2013 AIBC Council:

- I. Robert Chester MAIBC
- II. Eszter Csutkai MAIBC
- III. Paula Grossman MAIBC
- IV. Scott Kemp MAIBC
- V. David Yustin MAIBC

Certificates of Recognition were presented, with grateful thanks, to outgoing council members and liaisons by the President with the assistance of the Vice President Gordon Richards MAIBC, MRAIC, CP:

- Peter Levar MAIBC
- Cal Meiklejohn MAIBC
- Nathaniel Nacionales IA.AIBC
- Keath Seeton RID (Fellow)
- Barry Weih MAIBC



## 10.0 2011 Festival: Architecture On The Edge

The President welcomed all to the joint AIBC and Architecture Canada | RAIC festival “Architecture on the Edge” set to open at 7:30 the same evening with a keynote address by Bing Thom MAIBC.

## 11.0 Adjournment

The President thanked the assembly for a well-run meeting.

**Motion: to adjourn the 92<sup>nd</sup> Annual Meeting of the AIBC.**

Moved: Brian Sim MAIBC

Seconded: Irvin Kew MAIBC

**Carried  
None opposed**

The meeting adjourned at 4:14 p.m.

### Nomination Form: AIBC Honorary Membership

We the undersigned, as architects or associates in good standing in the Architectural Institute of British Columbia, hereby nominate **Robert Williams**.  
(AIBC status - not applicable) for Honorary Membership in the AIBC.

**Nominators (please print):**

1. Name Richard Balfour maibc AIBC Status Member Architect Tel:604 731 0206

Signature  E-mail: balfourarch@telus.net

2. Name Bing Thom maibc AIBC Status Member Architect Tel: 604 682 1881

Signature  E-mail hritts@bingthomarchitects.com

3. Name Michael Heeney maibc AIBC Status Member Architect Tel:604 682 1881

Signature  E-mail hritts@bingthomarchitects.com

4. Name Oberto Oberti maibc AIBC Status Member Architect Tel: (604) 662-7796

Signature  E-mail [ooberti@obertiarchitecture.com](mailto:ooberti@obertiarchitecture.com)

5. Name Nick Mickovich maibc AIBC Status Member Architect Tel:(604) 737-6061

Signature  E-mail nma@milkovicharchitects.com

**Disclosure:**

Please note: any personal/business/organizational relationships between nominator(s) and nominee must be disclosed. If applicable, please describe below.

*Richard Balfour was on the Vancouver City Planning Commission with Bob Williams 2004-2007.*

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*The article below illustrates what great supporter of the Architectural Profession Bob Williams is.*

RECEIVED

FEB 24 2012

ARCHITECTURAL INSTITUTE  
OF BRITISH COLUMBIA

# Bob Williams Biography

Born in Vancouver

University of British Columbia (M.Sc.) • Community Regional Planning  
Businessman

## VanCity

2008 to Current; member of:

- Finance Committee
- Human Resources Committee
- Social Finance Committee
- Governance Committee
- Lane Housing Committee

Earlier years:

- 15 years on the Vancity Board
- Chair, Vancity
- Chair, Vancity Capital Corporation
- Chair, Vancity Enterprises
- Senior Research Fellow

Successes:

- establishing Vancity Community Foundation,
- \$40 million endowment for the benefit of the community and non-profit organizations the Visa Environment Fund: \$3 million for
- environmental programs social housing • better business lending and subordinated debt lending The Power of the Arts in Vancouver: • Creating a Great City (“The Sacco Report”)
- Establishing the Vancity Bologna Tour in Co-operative Economics

Civic

Chair, Vancouver City Planning Commission • under Mayor Larry Campbell; worked for lane housing and improving False Creek Flats

Private Business

created the modern Railway Club in • downtown Vancouver, a significant music centre for the past 25 years  
rebuilt Sistos Neighbourhood Pub in • Mission, with garden and waterfalls

Other Relevant activities

Chair, Insurance Corporation of BC, Glen

- Clark government; responsible for Central City project, North Surrey Town Centre, with Simon Fraser University
- Deputy Minister, Crown Corporations, Michael Harcourt government Minister of Lands, Forests & Water Resources,
- Dave Barrett government; responsible for doubling provincial parks, Integrated Resource Management, saving Blackcomb, creating Whistler Town Centre, creating Robson Square, and the Agriculture Land Reserve legislation City Councillor, Vancouver; responsible for changing the City Charter allowing tenants to run for local office.

# Bob Williams Biography

Born in Vancouver

University of British Columbia (M.Sc.) • Community Regional Planning  
Businessman

## VanCity

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- Finance Committee
- Human Resources Committee
- Social Finance Committee
- Governance Committee
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- Dave Barrett government; responsible for doubling provincial parks, Integrated Resource Management, saving Blackcomb, creating Whistler Town Centre, creating Robson Square, and the Agriculture Land Reserve legislation City Councillor, Vancouver; responsible for changing the City Charter allowing tenants to run for local office.

# Bob Williams **Biography Continued**

Bob Williams has degrees in Economics and City and Regional Planning from UBC. He is currently the Director, Vancity Board of Directors. Mr. Williams has carved a well-deserved reputation for being a responsive social planner with his sights on the long-term impacts on the local community and environment. He has been associated with Vancity in the role of the Chair (1988-91), Vice-Chair (1985-87 & 91), Board Member (1983-95).

In the capacity as a Senior Research Fellow, he collaborated on the socio-cultural vision paper “The Power of the Arts in Vancouver: Creating a Great City” with Professor Pier Luigi Sacco, from the University of Bologna, and Elvy Del Bianco.

He was instrumental in the development of : Vancity Community Foundation, a \$40 million endowment in 1989, (with David Driscoll) that provides grants to charitable organizations, with a focus on affordable housing and homelessness.

Vancity Capital Corporation, which provides mezzanine financing to small and medium-sized business. Vancity Enterprises, which works in partnership with local groups and societies to undertake socially responsible real estate developments. Vancity Enviro Visa, where 5 percent of annual profits from Visa card products are donated to sustainable agriculture, ecosystem preservation and restoration and consumption/waste reduction programs.

Bob is credited with saving Blackcomb Mountain from logging and in establishing and protecting millions of acres of wilderness parks in the province - including the third largest park in BC – the Spatsizi Plateau Wilderness Park regarded as BC’s Serengeti, which as a result has been protected since 1975.

## Other activities

Deputy Minister for Crown Corporations;  
Chair of the Insurance Corporation of BC (ICBC); Vancouver city councilor (1965/6) (responsible for changing the City Charter to allow tenants to run for local office);  
B.C. MLA Vancouver East (1966-1984);

Minister of Resources (1972 and 1975); Chair, Insurance Corporation of BC; Deputy Minister, Crown Corporations, Mike Harcourt government; Minister of Lands, Forests and Water Resources, Dave Barrett government; (responsible for doubling provincial parks, Integrated Resource Management, saving blackcomb, creating Whistler Town Centre, Robson Square, and ALR legislation; Establishing the Vancity Bologna Tour in Co-operative Economics, and Owner, Railway Club in downtown Vancouver.

## **Bob Williams – British Columbia’s Olympian Social Entrepreneur**

By Al Etmanski

Many British Columbians, myself included, believe Bob Williams is our greatest social entrepreneur. His accomplishments are Olympian. The fruits of many of them are on display during the 2010 Vancouver Games. While a Provincial Cabinet Minister he oversaw the creation of the Agricultural Land Reserve (this was in the early 1970’s decades away from our awareness of 100 mile diets and food security).

Robson Square, so prevalent as a gathering place during the 2010 Games, would have been simply high-rise office towers if Bob had not rejected the initial design and brought in renowned architect Arthur Erickson. The go-ahead to save Blackcomb Mountain and create the Whistler Town Centre – Bob once again.

One recent example of his brilliance was investing the capital reserves of ICBC in Surrey Central City. Its centerpiece, Central City Tower has won global awards for its architectural splendor. This has revitalized North Surrey and coincidentally is the focal point of Surrey’s celebration of the Games. A final example of his Olympics influence – guess whose home KD Lang, who sang in front of billions at the Games opening ceremony, stayed in decades ago when she was starting out playing at Bob’s Railway Club?

Bob has also played an instrumental role since 1983 in restoring Vancity’s control and direction to its grassroots members and guiding its growth as the largest Credit Union in North America..

As with all giants there is a back - story to his public accomplishments. Bob has also been a long time champion of people with disabilities and their families.

I was reminded of this other side of Bob during PLAN’s 20th Anniversary celebrations. He attended a Saturday morning dialogue on Belonging we hosted with Vancity and John Ralston Saul. (<http://tyze.com/home/audio>)

My relationship with Bob began when he asked me to introduce him to John McKnight creator of the Asset Based Community Development Institute ([www.abcdinstitute.org](http://www.abcdinstitute.org)). We invited him to see the fruits of John’s work in Prince George – Project Friendship. (I have written about this on previous occasions - <http://www.planinstitute.ca/node/266>)

We had arrived the previous evening and Bob planned to fly up in the morning and back the same day. Alas he encountered foggy weather and spent most of the day flying back and forth circling Prince George and back to Vancouver. By then Bob was Deputy Minister for Crown Corporations in the Mike Harcourt government and we fully expected him to cancel after the first try. On the 4th try he made it! With no supper and an aggravating and non-productive day in the air (this is before blackberries and laptops) Bob asked to see the slide show presentation immediately.

When the lights came back on Bob sat silently for the longest time, tears in his eyes. I still remember his promise. ‘I get it. Let me know how I can help.’

Since that time Bob has championed the inclusion and participation of people with disabilities. He assisted us present several proposals to end the loneliness of people with disabilities to various Deputy Ministers and heads of Crowns.

When Bob became Chair of the Insurance Corporation of BC he encouraged his staff to use PLAN's expertise to develop social networks for people with brain injuries – a program PLAN proudly maintains today. As Chair of Vancity Enterprises he helped move our relationship with Vancity from grantee to partner. PLAN's financial sustainability can be directly linked to Bob which is why he is an honoured member of our Circle of Friends.

I consider Bob a friend and mentor. I want to be like him when I grow up - curious, intense, passionate, and creatively implementing big ideas ...constantly. For the social entrepreneurs among us we can find no better role model than Bob Williams – the modest giant who is still churning out change at a rate that would put most of us to shame at any age.

## **Bob Williams is a living legend at Vancity.**

The former Vancouver city councilor and BC government cabinet minister is best known at the credit union for his twelve years on the Vancity Board (1983-1995), as Chair for three years (1988 to 1991) and as Vice-Chair for three years (1985-1987 and 1991). His passion for community leadership, economic development and progressive change has left an indelible mark on the Vancity Group, and he brings this experience and vision back to the Vancity Board today.

In B.C., Bob Williams is perhaps best known for his distinguished career in politics – first as a Vancouver city councilor (1965-66) and then as a B.C. MLA for the constituency of Vancouver East (1966-1984). Between 1972 and 1975, Bob was Minister of Resources in the government of former Premier Dave Barrett, and is most proud of his role in saving Blackcomb Mountain from logging and creating Whistler Town Centre; his efforts with renowned architect Arthur Erickson to create Robson Square in downtown Vancouver; and, his role in establishing three million acres of wilderness parks in B.C., including Kalamalka Lake, Spatsizi and Naikoon, among many others.

As Vancity Chair and as a board director, Bob was instrumental in the founding of two subsidiaries – Vancity Capital Corporation, which provides mezzanine financing to small- and medium-sized businesses, and Vancity Enterprises, which works in partnership with local groups and societies to undertake socially responsible real estate developments. He also worked with David Driscoll to create the Vancity Community Foundation in 1989.

In the 1990s, Bob returned to public service as Deputy Minister for Crown Corporations and then as Chair of the Insurance Corporation of BC (ICBC). Bob is also owner of a number of businesses, including the Railway Club in downtown Vancouver. Bob has degrees in Economics and City and Regional Planning from UBC, and is a former volunteer Senior Research Fellow with Vancity.

Bob believes that when it comes to community leadership, no credit union even comes close to Vancity. It's this commitment to community leadership that remains his top priority as a director, including supporting the development of co-operative economic opportunities and working with the local arts community to provide them with financial services, sponsorships and grants.

Williams has three grown children and makes his home on Vancouver's East side. In addition to his basic banking (personal and business accounts), Bob also has a mortgage with Vancity.

# President's Report 2012

## **Institute Matters**

Our 2011 Annual Meeting was conducted successfully by my predecessor Pierre Gallant, with the considerable support of the membership. The 2011/2012 Council term has been intensive and sometimes dramatic, but Council has done good work and it has been a productive year. I am most grateful to all Council members for their hard work. At Council's June 2011 planning session, three initiatives were chosen for Council's primary attention over the coming year.

- **New & Diverse Members** – This continues the work done in the previous Council year. A presentation was made at the 2011 AIBC Annual Conference called “The Elephant in the Room” and which included statistics on membership, internship and registration patterns. The statistics revealed, among other things, that the average length of internship in B.C. is seven years, and while women account for 50% of students of architecture, they represent only 11 % of registered architects (the details of this report can be found on the AIBC web site). A number of initiatives have arisen in part from this work.
  - In December of 2011, the AIBC contacted the provincial regulating bodies (OAQ, OAA, and AAA) that founded the ExAC exam to explore terms and conditions whereby the AIBC might join that program. Negotiations for AIBC entry have not been conclusive to date, but it is hoped that we will be able to offer the ExAC exam in BC as early as 2013.
  - A Council interpretation has been added to Bulletin 61: Seal of an Architect outlining the circumstances whereby an architect employed by an architectural firm can apply his or her own seal to documents that he or she has prepared or supervised. This is in conformance with section 77(1)(c) of the *Architects Act*. Principals are to have control of who in the firm is authorized to use their seal, and they can sign an agreement with specific employees (if they agree) authorizing such use. It would be appropriate for the employee to receive a significant increase in compensation for this increased level of responsibility. More information and explanation of this issue will be in the amended Bulletin 61 when it is published.
- **Public Interest/Private Interest** – The mandate of this Council working group is to articulate what advocacy means as an activity in the context of the AIBC mandate of “serving the public interest” as a regulatory body and to explore both concepts and their relationship to each other. The working group has produced an interim paper examining a prototypical AIBC initiative (in this case the Broadly Experienced Foreign Architect project) and reconstructing the decision-making process followed by the AIBC in reaching a significant policy decision. The analysis tracked the internal and external processes, the consultation process, and the member and stakeholder feedback processes followed. This investigation will inform further involvement by the working group as it tests the

relationship between advocacy and protecting the public interest, which may guide future advocacy initiatives by the AIBC.

- **Resolution of Issues related to Associates** – The presence of Architectural Technologists, Building Designers and Residential Designers within the institute has been the topic of much debate within the membership and on Council. A working group of Council has strived throughout the present Council term to find ways of resolving these issues fairly and in an open manner. There have been information sessions and engagement sessions with members, but beyond those who are passionately vocal on each side of the issue, no one really knows what the majority of MAIBCs understand and think. Council recently engaged the services of an independent consultant to conduct a survey of the membership in order to get objective feedback on this and other issues. The objective is to contact more of the membership than typically respond to internal AIBC polls. The results will be available to the 2012/2013 Council to inform future action and initiatives.

The 2011 Council retreat also identified several initiatives that were assigned to AIBC staff for implementation.

- **Bylaw Renewal** – The Bylaw Review Committee studied the existing Bylaws and has made recommendations to Council for amendments. These involve repeal of outdated and unnecessary bylaws, several minor amendments reflecting consistency with the *Architects Act*, new consensual resolution process bylaws following statutory authorization (more about that below) and amended Bylaw 10 (use of “architect” and “AIBC” by members). With some adjustments, benefitting from membership feedback, Council has authorized these to come forward to the membership for a vote under the terms authorized by the *Architects Act*.
- **Engagement, Communications & Government Relations**
  - AIBC Council and staff worked closely with the provincial government to bring about a minor amendment to the *Architects Act* to enable consensual resolution of conduct matters. With official passage of Bill 18 now in hand, the AIBC may re-introduce this effective process that has worked very well in the past for everyone involved, is not as expensive as the full disciplinary process, and requires less volunteer time. The AIBC had to suspend this process due to a ruling in the Salway case involving APEGBC, but we are now in a position to reinstate it. An AIBC by-law amendment will be required to complete the process, and we expect this to come forward for membership vote in the near future.
  - **Meetings with the Ministry of Advanced Education** – In the past 12 months we have had several meetings with Minister Yamamoto and her staff. We have found the Minister and her staff to be attentive, intelligent and responsive. We have discussed the proposed changes to the statute of limitations, Bill 18 consensual resolution issues, the BEFA program, the BC Government Modern Building Regulatory System White Paper as well as the proposed changes to the *Engineers and Geoscientists Act*. These meetings have been productive and focussed, and we intend to maintain this most valuable connection.

- **Engagement sessions in Vancouver, the interior and on the island** – There have been a number of engagement sessions in the past 12 months including a session each in Victoria and Kelowna, several sessions in Vancouver including the presentation by the Bylaw Review Committee, and a session in Toronto for MAIBCs resident there. I, along with council member Pierre Gallant and Director of Professional Conduct and Illegal Practice Thom Lutes, met with representatives of the *Building and Planning Departments in Kelowna* to promote adherence with the *Architects Act* by building permit applicants and to discuss issues relevant to architects working in that jurisdiction. AIBC Vice President Scott Kemp met with staff at Vancouver City Hall to discuss relevant issues related to the Planning and Building Departments there. Engagement continues to be one of our most important initiatives and is at the top of my list of priorities.
- **Meetings with other associations** – Executive Director Michael Ernest, Deputy Executive Director Jerome Marburg, Director of Professional Practice Paul Becker and I have met with three other associations in the past 12 months. We met with the ED, President and Past President of the Association of Professional Engineers and Geoscientists of B.C. (APEGBC) on matters of mutual interest including proposed changes to the *Engineers and Geoscientists Act*, The Statute of Limitations the Modern Building Regulatory System white paper, and the AIBC / APEGBC Joint Practice Board. We met with the ED, President and Vice President of the Consulting Engineers of British Columbia association (CEBC), to discuss Quality-Based Selection (QBS), RFPs, productive joint efforts related to delivery of Health Care projects & schools, and promoting the use of AIBC documents 6C & 8C (client/consultant agreements). We have also met with representatives from the Interior Designers Institute of BC (IDIBC).
- **Other Initiatives**
  - Council has established rules for electronic voting on consent items such as meeting minutes' approval, and for electronic meetings on single issues.
  - Council voted to “un-bundle” (over the next two years) the Annual Meeting, Induction and Retirement Ceremony, volunteer recognition event and possibly the awards dinner from the Annual Conference. This will give greater flexibility to co-ordinate future awards celebrations with Architecture Canada | RAIC or its local chapter, and with organizations such as the AIA with whom we are planning to collaborate in 2013. Unbundling will also spread events out to provide a richer AIBC calendar year.
- **Special (General) Meeting** – On January 20<sup>th</sup> 2012, the AIBC received a petition signed by 15 members requesting a Special (General) Meeting of the members under section 21(2) of the *Architects Act*. There are several bylaw revisions and additions proposed by the petitioners as well as advisory motions and questions raised. At its next scheduled meeting, which was February 14 2012, Council discussed several possible dates for the meeting, and chose the morning of May 12, 2012, as this would be on the same day as the Annual Meeting and would be more convenient for the majority of our members. Notice of this meeting has been sent and is posted on the AIBC web site.

## **National Issues**

- **Revisions to IAP** – AIBC Council approved the proposed revisions to the national Internship in Architecture Program (IAP). The minimum length of the IAP has been *reduced from 3 years to 2*, but the minimum required hours are all core experience. Intern Architects wishing to meet the inter-recognition agreement with NCARB would still log 3 years of experience of which 2 years are core. This national initiative aligns nicely with our own New & Diverse Membership initiative.
- **CES** - The Continuing Education System reporting period for MAIBCs will be extended to 24 months from the current 12 months as of July 2012. MAIBCs will report this June as always, but the next reporting period will cover July 2012 to June 2014. In addition, for MAIBCs who are resident in other provinces, the AIBC will require only that the individual has met the CES requirement of their home jurisdiction. The intent is to harmonise with the 24 month reporting period elsewhere in Canada and to simplify the protocol for architects who are registered in multiple jurisdictions.
- **National BEFA Program** – The national Broadly Experienced Foreign Architect (BEFA) pilot project is nearing completion. 4 candidates were assessed in Vancouver in February of 2011, another 4 in January of 2012, and a further 8 candidates will be assessed in Montreal in April 2012. This means that of an initial pool of nearly 40 potential candidates, 16 will have been interviewed. Of these, perhaps 3 so far have met the exacting standards and been recommended for licensure (the results of the April interviews will of course not be known until later). By the completion of the pilot project additional candidates will have received information related to required additional experience or assignments, and an unknown number will have been informed whether or not they have demonstrated the required competency for licensure. A report on the final figures will be presented to the regulating authorities at the RAIC Roundtable in Newfoundland in June 2012. Refinements to the assessor training program, the assessment protocol, the interview protocol, and uniform standards are continuing, and will be finalized for formal establishment at the Canadian Architectural Certification Board (CACB) in June. Approval for amendment of the CACB bylaws to accommodate the BEFA program has been secured by the regulators (including the AIBC) and CCUSA. At this point it appears that the pilot will be a success.
- **AIBC / Architecture Canada | RAIC Joint Festival & Awards** – The AIBC and the RAIC jointly hosted the 2011 Festival of Architecture in May. The conference was very well received by participants, and was an opportunity for the AIBC to collaborate with Architecture Canada | RAIC for the benefit of architects across the country. The experience gained will help to inform our participation in a joint conference with the AIA in the fall of 2013.
- **Council of Architectural Legislative Authorities** – Michael Ernest, Jerome Marburg and I have attended 3 CALA meetings (hosting one) in the past 12 months, and can report that the relationship between the provincial regulators is very collegial and productive. The discussions relating to the IAP, CES and BEFA programs have been detailed, co-operative and informative. As mentioned earlier, discussions related to AIBC entry into the ExAC professional exam program have not reached resolution but we remain hopeful that outstanding issues can be resolved.

### **International Issues**

Deputy Executive Director Jerome Marburg and Past President Pierre Gallant are the AIBC representatives on the International Relations Committee (IRC) and have been active on many fronts in the past year.

- **AIBC – NCARB** – The IRC has been involved with continued negotiations with NCARB related to a renewed Inter-Recognition Agreement. Changes to the IAP, and the movement to the ExAC exam by many Canadian intern architects have raised concerns related to the conditions of the agreement. The Canadian position is that the new version of the IAP, and the ExAC exam together with the accreditation and certification programs of the CACB, deliver the same quality of architect as that produced by the old version of the IAP and NCARB exams. These issues are still being discussed with NCARB, and the AIBC supports these efforts.
- **Tri-National Agreement** – The IAP continues to meet with representatives of NCARB and the FCARM (Mexico) to develop the Tri-National Agreement program. Jerome Marburg attended a meeting with both organizations in Guadalajara earlier this year, and representatives from NCARB met with the IRC at the AIBC offices in Vancouver.
- **Asia Pacific Economic Co-operative (APEC)** – 14 economies are represented in this initiative. The Architects' sector of APEC is concerned with inter-recognition of professional and regulatory requirements, and the mobility of architects within the economies involved. Canada will be hosting the Secretariat of APEC for the 2013/2014 year, and BC has the lead on this file.

### **Related Reports**


I am pleased to report that the AIBC continues to be in a sound financial position. The independent auditor's report for 2011 and the audited financial statements, with our related 04 April 2012 memorandum (attached) will be complemented by the Treasurer's Report, forthcoming along with the Executive Director's report on our successful operation. The 2011 Registrar's Report provides, inter alia, a 5-year comparative chart of registry statistics.

**Summary**

Council meetings have been eventful and intense, but good work has been done. I think all of Council can be proud of achievements this year. Many issues are works in progress, and much remains to be done. We will pass to the 2012/2013 Council the results of the member survey, the actions and policy arising from that input, and continued engagement and communication with the membership and other stakeholders. I hope that we can resolve issues around associates in the coming term, and that the dialogue with all players and in all venues in the coming term will be collegial, respectful, and clear. My wish for myself and others is that we can keep our ears and minds open, and where necessary, to agree to disagree with grace, and move constructively to resolution and healing.

My year as AIBC President has been a very rewarding challenge, and I am most grateful to the membership and to Council for this opportunity to serve the AIBC. Thanks are due to all Council members for their hard work and commitment to the profession. I must also thank the staff at the AIBC for their support and continuing hard work on behalf of the institute. Special thanks are due to Executive Director Michael Ernest and Deputy Executive Director Jerome Marburg and to others more numerous than I can acknowledge here, for their tireless (and sometimes thankless) efforts on behalf of us all.

Most respectfully:



Gordon C. Richards, Architect MAIBC FRAIC

AIBC Council President



04 April 2012

RE: 2011 AUDITOR'S REPORT AND AUDITED FINANCIAL STATEMENTS

Attached for your information is the Auditor's Report for 2011 including audited financial statements, prepared independently by Wolrige Mahon, duly appointed as the Institute's auditors at our 2011 Annual Meeting by vote of the membership as called for in the *Architects Act*. In accordance with the statute, the auditor's report will be filed formally by the President at the Annual Meeting on 12 May 2012.

The Treasurer's Report (including financial analysis for 2011 and Council's approved 2012 budget) will be posted on our web site and presented at the upcoming Annual Meeting with opportunity for discussion.

The audited financial statements for our 2011 fiscal year (which matches the calendar year) show the AIBC in a sound financial position. The following are some of the highlights:

1. Contingency Reserve Fund: A motion was passed at the November 9, 2010 council meeting to clarify the purpose of the AIBC's contingency reserve fund and set a target value of \$350,000. (See council policy 2.12.) A second motion was passed at the January 2011 council meeting to transfer the excess balance in the contingency reserve fund to the operating fund. The accrued interest on this account brings the balance to \$359,032.
2. Schedules 1 and 2, General Revenue: After adjusting for fee increases, we saw an increase in MAIBC, Firm & Temporary License revenues. All other categories decreased slightly. We continue to see significant increases in our document sales and interest earned. Other revenue was reduced by 2010 firm fee adjustments in 2011.
3. Schedule 3, Administration: 2011 reflects the first complete year after staffing changes from a Director to a Manager of Finance. No staff recruiting or severance costs were incurred in 2011. Walking tours are now included with communications (schedule 7), 2010 figures have been adjusted to reflect this.
4. Schedule 4, Premises: Slight increase in rental revenue relates to short term tenant and film crew revenues. Mortgage loan was paid off in October 2010.
5. Schedule 5, Council: 2011 expenses reflect additional engagement efforts.
6. Schedule 6, National Meetings: 2011 reflects addition of a full time employee for a portion of the year – fully reimbursed by BEFA program, as was related travel cost.



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7. Schedule 7, Communications: Salaries increased with an additional walking tour guide this summer and increased responsibilities within the department. Unfortunately, the increased tour staff did not correspond with an increase in tour revenues. The Architecture BC Journal – while well received – did not attract the advertising revenues expected. Overall expenses increased only 4% in spite of the additional services provided.
8. Schedule 8, Annual Conference: Festival 2011 (held in conjunction with Architecture Canada/RAIC) was very successfully delivered, attracting higher revenues than our typical annual conference and despite much higher expenses, we were able to essentially break even on the event.
9. Schedule 9, Annual Meeting: In spite of an additional election (Intern Architect) expenses remained consistent with prior year.
10. Schedule 10, Registration & Licensing: Salaries increased in part due to reallocation of staff. Program expenses rose to reflect continued OBA (Outcomes-based assessment) effort in 2011 – provincial funding was advanced in 2010.
11. Schedule 11, Practice: increased salaries & benefits arise from additional Practice Advisor service providing more extensive resources to membership and in order to respond to government initiatives.
12. Schedule 12, Professional Development: course delivery finances remained stable; an increased reliance on Member Management System allowed more accurate assessment of CES compliance and fines, significantly increasing revenues.
13. Schedule 13, Conduct and Illegal Practice: legal fees remained low due to Director's management of files in-house and relatively inexpensive disciplinary inquiries.

As a matter of added interest, our 'Service Centres' which typically run at some net expenditure, actually have embedded within their operations about \$1,284,000 in revenue to enable their programmes and benefits beyond the general revenue which comes largely from architects' and other registrants' fees, helping to keep those fees down. As a result, general revenue was approximately 65% of total revenue.

Questions are welcome. Review and response will follow and will be posted on our web site.

Trusting the foregoing and the attached auditor's report to be informative and useful;

Gordon Richards, MAIBC  
AIBC President

Timothy J. Spiegel, PQS, MRICS  
AIBC Treasurer

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*The Architectural Institute of British Columbia is a self-governing regulatory body dedicated to excellence in the profession of architecture for the benefit of the public, its membership and the environment.*

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

Vancouver, B.C.

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FINANCIAL STATEMENTS

December 31, 2011

## **INDEPENDENT AUDITOR'S REPORT**

To the Members and Associates of the Architectural Institute of British Columbia:

We have audited the accompanying financial statements of the Architectural Institute of British Columbia, which comprise the statement of financial position as at December 31, 2011, the statement of operating fund operations and changes in fund balances, statement of contingency reserve fund operations and changes in fund balances and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Architectural Institute of British Columbia as at December 31, 2011, and its financial performance and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

***"Wolrige Mahon LLP"***

CHARTERED ACCOUNTANTS

Vancouver, B.C.  
March 20, 2012

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## STATEMENT OF FINANCIAL POSITION

December 31, 2011

	2011	2010
	\$	\$
<b>Assets</b>		
<b>Current</b>		
Cash and short-term investments	1,234,439	1,173,180
Restricted cash - Contingency Reserve Fund	359,032	-
Receivables	106,109	76,820
Supplies, at cost	33,051	26,868
Prepaid expenses	51,403	51,168
	<u>1,784,034</u>	<u>1,328,036</u>
Deferred charges (Note 5)	6,213	9,500
Property and equipment (Note 6)	2,706,965	2,701,386
	<u>4,497,212</u>	<u>4,038,922</u>
<b>Liabilities</b>		
<b>Current</b>		
Payables and accruals	145,631	89,489
Deferred revenue	439,976	372,320
	<u>585,607</u>	<u>461,809</u>
<b>Fund Balances</b>		
Operating Fund	3,552,573	2,983,528
Contingency Reserve Fund	359,032	593,585
	<u>3,911,605</u>	<u>3,577,113</u>
	<u>4,497,212</u>	<u>4,038,922</u>

Approved on behalf of the Council:




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 Gordon Richards, MAIBC  
 President




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 Tim Spiegel, PQS, MRICS  
 Treasurer

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## STATEMENT OF OPERATING FUND OPERATIONS AND CHANGES IN FUND BALANCES

For the year ended December 31, 2011

	SCHEDULE	2011 \$	2010 \$
<b>General revenues</b>			
Fees	1	2,301,703	2,152,670
Interest and other	2	37,938	39,700
		<u>2,339,641</u>	<u>2,192,370</u>
<b>Service centres (expenditures, net where noted)</b>			
Administration (net)	3	664,202	741,479
Premises (net)	4	182,715	206,132
Council	5	68,166	59,785
National meetings (net)	6	48,316	53,491
Communications (net)	7	250,578	227,306
Annual conference (net)	8	5,276	(35,157)
Annual meeting	9	16,234	16,460
Registration & licensing (net)	10	308,396	213,556
Practice (net)	11	237,409	167,740
Professional development (net)	12	(62,303)	55,020
Conduct & Illegal practice (net)	13	295,192	270,385
		<u>2,014,181</u>	<u>1,976,197</u>
<b>Excess revenues over expenditures</b>		<b>325,460</b>	216,173
Fund Balance, Beginning		2,983,528	2,767,355
Transferred from Contingency Reserve Fund		243,585	-
<b>Fund Balance, Ending</b>		<b>3,552,573</b>	2,983,528

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## STATEMENT OF CONTINGENCY RESERVE FUND OPERATIONS AND CHANGES IN FUND BALANCES

For the year ended December 31, 2011

	2011	2010
	\$	\$
<b>Fund Balance, Beginning</b>	<b>593,585</b>	593,585
Interest	9,032	-
Transferred to Operating Fund	(243,585)	-
<b>Fund Balance, Ending</b>	<b>359,032</b>	593,585

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## STATEMENT OF CASH FLOWS

For the year ended December 31, 2011

	2011	2010
	\$	\$
<b>Cash flows related to operating activities</b>		
Cash receipts from members	3,490,123	3,214,407
Cash receipts from tenants	156,627	111,916
Cash paid to suppliers and employees	(3,120,149)	(2,765,876)
Interest received	24,635	9,522
Interest paid	-	(1,304)
	<u>551,236</u>	<u>568,665</u>
<b>Cash flows related to investing activities</b>		
Investment in property and equipment	(130,945)	(22,902)
<b>Cash flows related to financing activities</b>		
Repayment of fixed rate business term loan	-	(133,943)
<b>Net increase in cash</b>	420,291	411,820
Cash, beginning	1,173,180	761,360
<b>Cash, ending</b>	<u>1,593,471</u>	<u>1,173,180</u>
Cash represented by:		
Cash on hand and balances with banks	376,136	326,654
Restricted cash on hand and balances with banks	359,032	-
Term deposits	858,303	846,526
	<u>1,593,471</u>	<u>1,173,180</u>

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## NOTES

For the year ended December 31, 2011

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**Note 1 General**

The Architectural Institute of British Columbia is a self-governing professional body. The Institute was incorporated under the Friendly Societies Act in 1914 and continued under the Architects Act of British Columbia in 1920. The Institute provides regulation, education and other services to the public, its members and other registrants. The Institute is exempt from income tax under Section 149 of the *Income Tax Act*.

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**Note 2 Significant Accounting Policies****Fund Accounting**

The Institute follows fund accounting procedures, thus giving recognition to Council's restrictions on the use of resources. The fund classifications are as follows:

Operating Fund	- used for general revenues and expenditures
Contingency Reserve Fund	- used to provide for unanticipated and emergency financial requirements.

**Financial Assets and Financial Liabilities**

The Institute accounts for its financial instruments in accordance with Section 3855 of the Canadian Institute of Chartered Accountants ("CICA") Handbook, Financial Instruments - Recognition and Measurement. This section requires all financial instruments to be classified into one of the following five categories: held for trading, held-to-maturity investments, loans and receivables, available-for-sale financial assets or other financial liabilities. All financial instruments are measured at fair value except for loans and receivables, held-to-maturity investments and other financial liabilities, which are measured at amortized cost. This section also specifies how financial instrument gains and losses arising from changes in fair value are to be recognized. Depending on the financial instrument's classification, changes in fair value are either recognized in the excess of revenues over expenditures or directly in fund balances.

The Institute has chosen to continue to apply CICA Section 3861, Financial Instruments Disclosure and Presentation rather than apply Section 3862, Financial Instruments Disclosure, and Section 3863, Financial Instruments Presentation, as allowed by Canadian generally accepted accounting standards for not-for-profit organizations.

The Institute has designated its financial instruments as follows:

Cash and short-term investments are designated as held for trading and are measured at fair value.

Receivables are classified as loans and receivables. After their initial recognition at fair value these instruments are measured at amortized cost, which for the Institute generally corresponds to cost.

Payables and accruals are classified as other financial liabilities. After their initial recognition at fair value these instruments are measured at amortized cost, which for the Institute generally corresponds to cost.

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## NOTES

For the year ended December 31, 2011

**Note 2 Significant Accounting Policies (continued)****Property and Equipment**

Property and equipment is recorded at cost and amortized using the straight-line method over the following estimated useful lives of the assets:

Building	-	40 years
Office furniture	-	10 years
Office equipment	-	5 years
Computer equipment	-	3 years
Computer software	-	3 years

**Deferred Charges**

Deferred charges consist of lease commissions, which are being amortized on a straight-line basis over the terms of the related lease.

**Donated Goods and Services**

The Institute and its members benefit from donated goods and services. Donated goods and services are not recognized in these financial statements.

**Revenue Recognition**

Revenue from course and examination fees and from other programs where revenue is identified with delivery of services is recognized when the courses, examinations and other services are presented. Course and examination fees invoiced but not yet presented are recorded as deferred revenue.

Other amounts charged for member, associate and firm fees are recognized as revenue in the year to which they apply. Fees collected in advance that relate to the next fiscal year are recorded as deferred revenue.

Settlement payments and fines are recognized when their collection is assured and all of the Institute's internal processes and any known external appeals are complete.

Rental, interest and other revenue are recorded when earned.

**Use of Estimates**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## NOTES

For the year ended December 31, 2011

**Note 3 Financial Instruments****Financial Instruments**

The Institute's financial instruments include cash and short-term investments, receivables and payables and accruals. The fair values of these financial instruments approximate their carrying values. It is management's opinion that the Institute is not exposed to significant currency risk or interest rate risk arising from its financial instruments.

**Credit Risk**

The Institute is exposed to credit risk with respect to its receivables. Management regularly monitors the credit worthiness of its debtors and believes it has adequately provided for any exposure to potential credit loss.

**Note 4 Capital Disclosures**

The Institute considers its capital structure to consist of operating and contingency reserve fund capital totaling \$3,911,605, as detailed in the statement of financial position.

The Institute's objectives when managing its capital are to safeguard the Institute's ability to continue as a financially viable organization and to serve the needs of the public and the Institute's registrants.

In order to facilitate management of its capital requirements, the Institute prepares annual budgets which are approved by the Institute's Council.

**Note 5 Deferred Charges**

	2011	2010
	\$	\$
Deferred lease commissions	16,073	16,073
Accumulated amortization	(9,860)	(6,573)
	<u>6,213</u>	<u>9,500</u>

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## NOTES

For the year ended December 31, 2011

**Note 6 Property & Equipment**

	2011		2010
	Cost	Accumulated Amortization	Net
	\$	\$	\$
	<u>          </u>	<u>          </u>	<u>          </u>
Land	815,720	-	815,720
Building	2,650,356	878,212	1,772,144
Office furniture	128,425	105,325	23,100
Office equipment	65,427	39,878	25,549
Computer equipment	209,015	155,970	53,045
Computer software	120,995	103,588	17,407
	<u>3,989,938</u>	<u>1,282,973</u>	<u>2,706,965</u>
			<u>2,701,386</u>

**Note 7 Line of Credit**

The Institute has a demand operating line of credit of \$450,000 available to it, which bears interest at Royal Bank prime plus 1% per annum. As at December 31, 2011, no amounts are drawn on this line of credit.

The line of credit is secured by:

- General Security Agreement having a first charge on all the Institute's assets.
- Collateral first mortgage including an assignment of rent in the amount of \$700,000 covering Strata Lots 17 and 18, 440 Cambie Street, Vancouver, B.C.

**Note 8 Comparative Figures**

Certain 2010 comparative figures have been reclassified to conform with the financial statement presentation adopted for 2011.

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## SCHEDULE OF REVENUE AND EXPENDITURES

For the year ended December 31, 2011

	2011 \$	2010 \$
<b>Schedule 1</b>		
<b>FEES REVENUE</b>		
Members	1,533,914	1,447,043
Associates	132,358	131,009
Affiliates	3,996	4,024
Architectural technologists/IATs	20,214	19,954
Firms	412,131	362,848
Temporary licences	117,526	104,263
Registration and reinstatement	68,604	69,797
Building and residential designers	12,960	13,732
	<u>2,301,703</u>	<u>2,152,670</u>
<b>Schedule 2</b>		
<b>INTEREST AND OTHER REVENUE</b>		
Documents, signs and seals	27,077	18,713
Interest	15,604	9,522
Other	(4,743)	11,465
	<u>37,938</u>	<u>39,700</u>
<b>Schedule 3</b>		
<b>ADMINISTRATION (NET)</b>		
Salaries, contracts, and benefits	431,701	461,827
Severance	-	1,774
Operating costs	210,647	253,038
Accounting and audit	23,000	25,542
	<u>665,348</u>	<u>742,181</u>
Less: revenue	(1,146)	(702)
	<u>664,202</u>	<u>741,479</u>
<b>Schedule 4</b>		
<b>PREMISES (NET)</b>		
Premises	213,976	197,581
Amortization	125,366	120,467
	<u>339,342</u>	<u>318,048</u>
Less: revenue	(156,627)	(111,916)
	<u>182,715</u>	<u>206,132</u>

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## SCHEDULE OF REVENUE AND EXPENDITURES

For the year ended December 31, 2011

	2011 \$	2010 \$
<b>Schedule 5 COUNCIL</b>		
Council and president	23,074	17,956
Other	45,092	41,829
	<u>68,166</u>	<u>59,785</u>
<b>Schedule 6 NATIONAL MEETINGS (NET)</b>		
Annual assessment	50,964	43,134
Salaries, contracts, and benefits	28,549	3,207
Travel and administration	35,101	26,699
	<u>114,614</u>	<u>73,040</u>
Less: revenue	<u>(66,298)</u>	<u>(19,549)</u>
	<u>48,316</u>	<u>53,491</u>
<b>Schedule 7 COMMUNICATIONS (NET)</b>		
Communications programs, committees, events, administration	22,929	26,582
Publications, multimedia, newsletters	48,889	60,748
Salaries, contracts, and benefits	236,178	207,488
	<u>307,996</u>	<u>294,818</u>
Less: revenue	<u>(57,418)</u>	<u>(67,512)</u>
	<u>250,578</u>	<u>227,306</u>
<b>Schedule 8 ANNUAL CONFERENCE (NET)</b>		
Annual conference	639,246	286,204
	<u>639,246</u>	<u>286,204</u>
Less: revenue	<u>(633,970)</u>	<u>(321,361)</u>
	<u>5,276</u>	<u>(35,157)</u>

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## SCHEDULE OF REVENUE AND EXPENDITURES

For the year ended December 31, 2011

	2011	2010
	\$	\$
<b>Schedule 9</b>		
<b>ANNUAL MEETING</b>		
Annual meeting	<u>16,234</u>	<u>16,460</u>
<b>Schedule 10</b>		
<b>REGISTRATION &amp; LICENSING (NET)</b>		
Salaries, contracts, and benefits	311,829	284,762
Legal	-	468
Program, committees, administration	<u>59,187</u>	<u>46,633</u>
	<b>371,016</b>	<b>331,863</b>
Less: revenue	<u>(62,620)</u>	<u>(118,307)</u>
	<u><b>308,396</b></u>	<u><b>213,556</b></u>
<b>Schedule 11</b>		
<b>PRACTICE (NET)</b>		
Salaries, contracts, and benefits	223,760	157,923
Programs, committees, administration	<u>19,644</u>	<u>9,817</u>
	<b>243,404</b>	<b>167,740</b>
Less: revenue	<u>(5,995)</u>	<u>-</u>
	<u><b>237,409</b></u>	<u><b>167,740</b></u>
<b>Schedule 12</b>		
<b>PROFESSIONAL DEVELOPMENT (NET)</b>		
PD course expenses	39,083	47,379
Salaries, contracts, and benefits	166,519	170,200
Severance	-	1,647
Programs, committees, administration	<u>17,566</u>	<u>7,104</u>
	<b>223,168</b>	<b>226,330</b>
Less: revenue	<u>(285,471)</u>	<u>(171,310)</u>
	<u><b>(62,303)</b></u>	<u><b>55,020</b></u>

**ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA**

## SCHEDULE OF REVENUE AND EXPENDITURES

For the year ended December 31, 2011

	<b>2011</b>	2010
	\$	\$
<b>Schedule 13</b>		
<b>CONDUCT &amp; ILLEGAL PRACTICE (NET)</b>		
Salaries, contracts, and benefits	<b>272,769</b>	257,112
Legal (Discipline)	<b>6,208</b>	10
Programs, committees, administration	<b>31,015</b>	30,763
	<u><b>309,992</b></u>	<u>287,885</u>
Less: revenue	<b>(14,800)</b>	(17,500)
	<u><b>295,192</b></u>	<u>270,385</u>



**2012 Annual Meeting Resolution:**  
(ref. Architects Act s.23)

7.4 Appointment of the Auditor

**WHEREAS** the accounting firm of Wolrige Mahon Chartered Accountants has performed all assignments to the satisfaction of Council,

**BE IT RESOLVED THAT Wolrige Mahon Chartered Accountants be appointed auditor for the Architectural Institute of British Columbia for the fiscal year 2012.**

**Moved:** Tim Spiegel BSc (QS) PQS  
Treasurer, Lieutenant Governor Appointee to Council

**Seconded:** Veronica Gillies Architect MAIBC, MRAIC  
Financial Health Task Force

## 2012 Proposed Amendments to AIBC Bylaws

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### Background

In September 2011, the AIBC's Bylaw Review Committee (BRC) began its review of the institute's bylaws and made its first recommendations to Council in February 2012. Council has asked the BRC to continue its analysis and consultation efforts on the balance of AIBC bylaws. This is the first wholesale review of the institute's bylaws since 2001.

After considering the committee's work and member feedback on proposed amendments, AIBC Council determined that a number of bylaws should be repealed, amended or added. Some of the bylaws are outdated while others repeat provisions or address matters already found within the *Architects Act* which takes precedence. In that sense, they are 'housekeeping' bylaws. Other proposed amendments relate to the use by architects of their title, to the procedural rules for AIBC chapters and to formalizing the AIBC's *Code of Ethics and Professional Conduct*.

AIBC Council recommends these amendments to the membership for approval. Supporting rationale and explanation are included where applicable.

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### 2012 Annual Meeting Bylaw Amendment Resolution

#### WHEREAS:

- A. Section 24 of the *Architects Act* provides authority for the AIBC to make bylaws considered necessary for the regulation of the institute, its members, firms, licensees and associates; and
- B. AIBC Bylaw 35.1 allows for amendment of institute bylaws at a general meeting by a 2/3 vote of members present;

**BE IT RESOLVED** that the bylaws of the Architectural Institute of British Columbia be amended as follows:

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 3.2, as set out in full below, be repealed:**

**Bylaw 3.2:**

- 3.2 It shall be the duty of the President to preside and chair all meetings of Council and any other Institute meetings deemed appropriate. In the event of the absence of the President from any meeting, the Vice-President(s), or in that person's absence some person to be chosen from the Members present, shall act as Chair.
- 

***Repeal Rationale:***

This bylaw repeats the language found in Section 21(4) and (5) of the *Architects Act*, which reads:

**Institute meetings**

**21 ...**

(4) The president or, in the president's absence, the vice president must preside at all business meetings of the institute.

(5) In the absence of the president and vice president a chair must be elected by the meeting.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 3.3, as set out in full below, be repealed:**

**Bylaw 3.3:**

- 3.3 It shall be the duty of the Registrar to keep the register required under the *Act* and to perform such other duties as may be required of that person by the *Act* or delegated to that person by the Council.
- 

***Repeal Rationale:***

This bylaw essentially repeats the language found in Section 33(1) of the *Architects Act*, copied below. The *Act* provides for other duties for the Registrar, such as addressing non-payment by members of annual fees (Section 73(2)). Duties may be assigned to the Registrar in keeping with Council's ability to delegate from time to time without bylaw reference.

**Register**

33 (1) The registrar must keep the register of the institute in which must be entered, on application or on direction of the council, the name, the residence or business address and other particulars directed by the council respecting

- (a) each person registered under section 36, 37, 39 or 40,
- (b) each architectural firm registered under section 26, and
- (c) each member, architectural firm or licensee holding a current certificate of practice.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 12.2, as set out in full below, be repealed:**

**Bylaw 12.2:**

12.2 Honorary Members shall pay no fees or dues.

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***Repeal Rationale:***

This bylaw repeats the “no fees” for honorary members principle confirmed in Section 39(2) of the Act: “Honorary membership confers all the rights of ordinary membership, but no fees are payable and an honorary member may not, by reason only of membership under this section, practise architecture unless he or she has actively practiced in the profession.”

In addition, the bylaw adds the word “dues”, a term that is not used in the legislation, bylaws or operationally and which is potentially confusing.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 18.2, as set out in full below, be repealed:**

**Bylaw 18.2:**

- 18.2 Special Meetings of the Council may be called by the President, the Executive Director giving notice thereof to every member of the Council by telegram or otherwise at least forty-eight hours previous to the time of meeting.
- 

***Repeal Rationale:***

Council meetings are properly the subject for the *Architects Act* and Council's own rule-making authority under that legislation. Council meetings are addressed by way of Section 14(1) of the *Act*, which states that "Subject to this Act, the Council may make rules regulating Council meetings". Sections 15 ("Quorum"); 16 ("Votes at Council"); 17 ("Resolution of Council members"); 19 ("Officers" – election of them after every Council election); and 69 ("Registration Board" – appointing the board after annual election) are the other statutory provisions touching in some way on Council meetings.

No bylaw authorization in Section 24 of the *Act* specifically raises "Council meetings" as a subject for bylaws, whereas "institute meetings" (i.e., annual or 'special' meetings called by Council or members) are specifically identified in Section 24 (1). The only references in the bylaw-authorization subsections of Section 24 to Council are those relating to Council's authority, by bylaw, to set fees or fines on various matters.

Under basic principles of statutory interpretation and logic, Council is expected, under the statute, to regulate and govern its own meetings, subject only to those provisions identified above in the *Act* itself.

**To reflect this rationale and preserve the bylaw's intent, Council specifically adopted, as a rule regulating Council meetings, the language found in Bylaw 18.2 at its meeting on April 2, 2012.**

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAWS 26.0 and 26.1, as set out in full below, be repealed:**

**Bylaws 26.0 and 26.1:**

26.0 The Council may establish a special levy to be applied to retire the Institute's accumulated deficit projected for 1999. The Council may establish different levies for different classes of members and architectural firms but this levy may not exceed:

- (a) In 1999,
  - (i) \$125.00 for each member, and
  - (ii) \$50.00 for each complement of 1 to 5 personnel,  
including principals, of each architectural firm holding a Certificate of Practice using information as recorded in the Institute's register as at February 1, and

when established, the levy must be calculated to raise not more than a total amount of \$240,000 in 1999 and must be paid on September 1, 1999.

26.1 If a member or architectural firm fails to pay the levy established under Bylaw 26.0 by September 1, 1999, as required:

- (a) the member or firm ceases to be in good standing under the *Act*, and
- (b) section 73(2) and (3) of the *Act* applies, with all the changes required in the circumstances, as if the levy were an annual fee.

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**Repeal Rationale:**

These bylaws relating to a 1999 deficit matter are no longer relevant and should be repealed.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAWS 26.2 and 26.3, as set out in full below, be repealed:**

**Bylaws 26.2 and 26.3:**

- 26.2 The Council may establish a special levy to be applied to contribute to the research and education functions of the Homeowner Protection Office. The Council may establish different levies for different classes of members and architectural firms but this levy must not exceed:
- (a) \$75.00 for each member, and
  - (b) \$100.00 for each complement of 1 to 5 personnel, including principals, of each architectural firm holding a Certificate of Practice using information as recorded in the Institute's register as at February 1, 1999, and
  - (c) when established, the levy must be calculated to raise not more than \$250,000 and must be paid on September 1, 1999.
- 26.3 If a member or architectural firm fails to pay the special levy established under Bylaw 26.2 by September 1, 1999, as required:
- (a) the member or firm ceases to be in good standing under the *Act* and
  - (b) section 73(2) and (3) of the *Act* applies, with all the changes required in the circumstances, as it [*sic*] the levy were an annual fee.

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**Repeal Rationale:**

These bylaws relating to a Homeowner Protection Office levy of 1999 are no longer relevant.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 12.1, first set out in full below, be amended as indicated by the Proposed Amendment:**

### **Bylaw 12.1**

12.1 Honorary Members shall be nominated by the Council and elected by a four-fifths vote of members present at the Annual Meeting.

***Proposed Amendment (with deletion shown in strikethrough and insertion shown in bold):***

12.1 Honorary Members shall be nominated by the Council and ~~elected~~ **conferred** by a four-fifths vote of members present at the Annual Meeting.

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### ***Amendment Rationale:***

The sole change proposed is to replace “elected” with “conferred” to align with Section 39 of the Act, which states that “the institute may confer honorary membership on a person ....”

Removing ‘elected’ also distinguishes the member vote for this honor from the true election held at the annual meeting – for Council.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 13.2, first set out in full below, be amended as indicated by the Proposed Amendment:**

### **Bylaw 13.2**

- 13.2 Associates shall not be members of the Institute or entitled to registration or have any interest in or claim against the property of the Institute. They will, however, be permitted to attend all general meetings of the Institute unless the Council shall otherwise direct in respect to any particular meeting or part thereof but shall have no right to vote. Further they will be eligible to sit on committees of the Institute and to receive publications and bulletins of the Institute.

### ***Proposed Amendment (with deletion shown in strikethrough):***

- 13.2 Associates shall not be members of the Institute ~~or entitled to registration~~ or have any interest in or claim against the property of the Institute. They will, however, be permitted to attend all general meetings of the Institute unless the Council shall otherwise direct in respect to any particular meeting or part thereof but shall have no right to vote. Further they will be eligible to sit on committees of the Institute and to receive publications and bulletins of the Institute.

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### ***Amendment Rationale:***

The deleted bylaw language runs counter to Section 33(1) of the *Act*, which states that the registrar must enter the name and other information of each person “registered under section 36, 37, 39 or 40.” Section 40 of the *Act* allows for the admission of associates by Council. Council recognizes that the phrase “registrants” and entitlement to “registration” has been a contentious issue. However, the *Architects Act* is explicit. The amendment removes Bylaw language that is contrary to the *Act*.

The Bylaw Review Committee considered an amendment using the phrase “or entitled to registration as an architect”, but this variation would run counter to the “entitlement” of interns, who are associates, to becoming registered as architects. The proposed amendment is the simplest, clearest amendment the Committee could determine.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 19.1, first set out in full below, be amended as indicated by the Proposed Amendment:**

### **Bylaw 19.1**

19.1 Five percent of the voting membership of the Institute shall form a quorum at any general meeting of the Institute and a majority of the members of Council shall form a quorum at any Council meeting.

### ***Proposed Amendment (with deletion shown in strikethrough):***

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

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### ***Amendment Rationale:***

The last phrase in the bylaw should be deleted; Section 15 of the *Architects Act* already specifies that “A majority of Council members is a quorum”.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 19.2, first set out in full below, be amended as indicated by the Proposed Amendment:**

### **Bylaw 19.2**

- 19.2 At any meeting of the Institute or of the Council at which there is no quorum within half an hour after the time called for the meeting, the meeting shall stand adjourned for one week at the same time, and if at such adjourned meeting a quorum is not present, it shall stand adjourned “sine die”.

***Proposed Amendment (with deletions shown in strikethrough and addition in bold):***

- 19.2 At any meeting of the Institute ~~or of the Council~~ at which there is no quorum within half an hour after the time called for the meeting, the meeting shall stand adjourned ~~for one week at the same time, and if at such adjourned meeting a quorum is not present, it shall stand adjourned “sine die”.~~ **until it can be re-scheduled, which re-scheduled date must be set no later than 90 days from the adjourned meeting.**

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### ***Amendment Rationale:***

The BRC identified two concerns with this bylaw. The first is that it addresses adjournment and quorum issues relating to Council meetings. Council’s meetings are governed by the *Act* in the first instance, and then by Council itself by virtue of the rule-making authority found in Section 14(1). Regardless, from the perspective of scheduling 15 Council members, invited guests, staff and the material required for such meetings, a mandatory one-week adjournment is impractical.

While the bylaws can and should address ‘institute meetings’, a term for a mandatory one-week adjournment poses the same scheduling issues noted above, on a grander scale. Institute meetings that fall short of quorum should be adjourned until such time (within 90 days) as they can be reasonably re-scheduled to ensure a quorum, to satisfy basic notice provisions and booking suitable meeting space in a cost-effective manner.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 20.0, first set out in full below, be amended as indicated by the Proposed Amendment:**

### **Bylaw 20.0**

20.0 For all Council Meetings, Annual Meetings and Special (General) Meetings, “Robert’s Rules of Order” shall take precedence and govern. For all other internal meetings within the AIBC the Internal Rules of Governance shall prevail.

***Proposed Amendment (with deletions shown in strikethrough and new language in bold):***

20.0 For all ~~Council Meetings~~, Annual Meetings and Special (General) Meetings, “Robert’s Rules of Order” shall ~~take precedence and~~ govern. **“Robert’s Rules” shall govern all Council meetings unless Council expressly passes other rules of order for its meetings, in which case those rules shall govern all Council meetings.** ~~For all other internal meetings within the AIBC the Internal Rules of Governance shall prevail.~~ Council may adopt or pass rules for the conduct of AIBC board and committee meeting matters not otherwise addressed by the *Architects Act* or bylaw.

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### ***Amendment Rationale:***

Consistent with the advice and recommendations with respect to Bylaw 18.2’s recommended repeal, Council has authority to pass rules with respect to its own meetings. This proposed amendment deletes reference to Council meetings and to “Internal Rules of Governance”, a term or document that has not been adopted by the Institute. Instead, Council should refer to its general rule-making power for its own meetings and for governance of the institute. Council should pass its own meeting rules as it sees fit – whether adopting *Robert’s Rules* or otherwise.

The reference in the amendment to other internal meetings relates to several issues of internal consistency and legislative hierarchy. The registration board is created by the *Architects Act*, and to the extent its meetings may be affected by the statute’s provisions, such provisions would prevail. Secondly, there are four “Boards, Task Forces and Committees” bylaws (4.0, 4.1, 5.1 and 5.2) that must be recognized. Finally, any future consensual resolution amendments to the Act, and the bylaws to follow, may make reference to how the consensual resolution review panel conducts its meetings. This amendment provides consistency and flexibility.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 10.0, first set out in full below, be amended as indicated by the Proposed Amendment:**

**Bylaw 10.0:**

- 10.0 A registered member shall use after the registered member's name the initials MAIBC.

***Proposed Amendment:***

- 10.0 A registered member shall use the title "Architect AIBC" after the member's name. No associate or other registrant is entitled to use the title "Architect AIBC" or any variation thereof that implies registration as an architect with the AIBC.

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**Amendment Rationale:**

In July 2010, Council passed a motion recommending that an amendment be made to Bylaw 10 to require use of the title "architect" by members. That motion encouraged members to use the title "architect" in promotional material, correspondence and when identifying themselves professionally.

Council considered various options for use of title and considered title and designation use across other Canadian jurisdictions. In the end, Council moved to retain the requirement that members use their title, rather than use 'entitlement' language only, but recommended that in keeping with the pattern across Canada, the title architect include the provincial indication. Member consultation supported the notion that "AIBC" was better understood by the public and across Canadian regulators than "MAIBC".

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT NEW BYLAWS**, to be numbered 36.0 and 36.1, be established pursuant to the specific authority found in Section 24 (2) of the *Architects Act*, by which the AIBC may establish bylaws for “a code of ethics and professional conduct for members, architectural firms, licenses and associates, and the maintenance of the dignity and honour of the profession”:

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

36.1 The *Code of Ethics and Professional Conduct* shall include:

- i. those bylaws deemed by Council to establish the standards, values and principles relating to competency, professional conduct and the dignity and honour of the profession;
- ii. any Council rulings associated with such bylaws that reinforce and clarify the bylaws; and
- iii. preamble and commentary to enhance the understanding of, and appreciation for, the document’s importance to the profession of architecture and the public interest.

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### New Bylaw Rationale

The AIBC’s *Code of Ethics* is a compilation of the key bylaws relating to the essential practice, conduct and ethical standards for architects, associates, firms and temporary licensees. The *Act*’s bylaw-authorizing section specifically authorized the Institute to pass such bylaws, as well as a ‘code of ethics’ (emphasis added):

Formally passing ‘code of ethics’ bylaws will reinforce the importance of the Code and its component pieces – bylaws, Council rulings and commentary. Such bylaws would also strengthen the ‘Council ruling’ portion of the professional conduct bylaws, which rulings have become in many ways the most contemporary statement of ethical and conduct expectation by the Institute.

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAWS 8.2, 8.3, 8.4 and 8.5, as set out in full below, be repealed:**

**Bylaws 8.2-8.5:**

- 8.2 (a) Any five Members of the Institute may apply to the Council for permission to form a Chapter, with headquarters in any city or town which they may select, and such permission shall be granted by the Council if it is found that the Territory proposed to be covered by the new Chapter does not encroach upon that of any existing Chapter.
- (b) If any question of encroachment shall arise, it shall be determined by the Council at their discretion.
- 8.3 Members of the Chapters must be Members, Honorary Members or Associates of the Institute, but no obligation shall rest upon any Member, Honorary Member, or Associate of the Institute to become a member of a Chapter.
- 8.4 Each Chapter shall have the power to fix its own dues and make such Bylaws as it may think necessary and desirable so long as they do not conflict with the Act and Bylaws of the Institute of which matters the Council shall be the judge, and for this purpose the Bylaws proposed to be adopted by any Chapter must first be submitted to the Council for approval.
- 8.5 Each Chapter shall report to the Institute the number of members on its roll, and if at any time the number shall fall below five, the Council of the Institute may declare such Chapter no longer in existence.

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***Repeal Rationale:***

These bylaws detail AIBC chapter requirements. It is recommended that Bylaw 8.1, dealt with separately, be amended but retained, to ensure that the creation of chapters remains in the AIBC's bylaws.

While the creation of chapters should have some bylaw authority, so that 'rogue' organizations are less likely to purport to represent the profession or confuse the public, the administrative details of such chapters are better left to Council's rule-making power. Removing 8.2 through 8.5 allows great flexibility in chapter administration and Council oversight. To the extent that 'regulation' of chapters is a matter of institute regulation or touches on public interest protection, it can be adequately addressed by way of a single bylaw (8.1) and council's rule-making authority.

**To ensure that there is no 'vacuum' with respect to AIBC Chapter administration, at its meeting on April 2, 2012, Council specifically adopted as rules all of the language currently found in Bylaws 8.2 through 8.5.**

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 13.3, as set out in full below, be repealed:**

**Bylaw 13.3:**

- 13.3 Associates shall be eligible to become members of Chapters as set forth in Section 8 of these Bylaws, with equal rights within the Chapter with other members except the right to vote and hold office.
- 

***Repeal Rationale:***

This bylaw relates to the AIBC “Chapter” requirements and, in keeping with the repeal rationale for bylaws 8.2-8.5, should also be repealed.

**Council, at its meeting on April 2, 2012, specifically adopted as a rule all of the language currently found in Bylaws 13.3.**

## 2012 Proposed Amendments to AIBC Bylaws

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**THAT BYLAW 8.1, first set out in full below, be amended as indicated by the Proposed Amendment:**

**Bylaw 8.1:**

8.1 The Institute shall encourage the formation of local associations, to be known as chapters of the Architectural Institute of British Columbia.

***Proposed Amendment (with deletions shown in strikethrough and new language in bold):***

8.1 The Institute shall ~~encourage~~ **allow** the formation of local ~~associations, to be known as~~ “chapters” of the Architectural Institute of British Columbia **in accordance with the rules for such chapters established by Council.**

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***Amendment Rationale:***

This amendment would retain the bylaw ‘status’ of chapters, with confirmation (as explained under the repeal rationale for Bylaws 8.2-8.5 and 13.3) that Council has now adopted all of the previous administrative bylaws (8.2 through 8.5 and 13.3) as Council rules.



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

## AIBC Members' Forum Protocols

### Background

The members' forum is a civil, collegial discussion among architects and Council members. The intention of the members' forum is to provide an opportunity, outside the limitations of an annual meeting, for members to raise, discuss and debate issues of concern and interest.

In February 2012, AIBC Council amended its policies relating to annual meetings, the members' forum and advisory members' motions to better reflect the intent and purpose of these activities. The council policies provide that:

3.8.12 A members' forum is held during the annual meeting, after the time allocated for the institute's business, for discussion of, and voting upon, advisory "members' motions" regarding matters and issues of import to the membership.

...

3.8.15 A process for receiving advisory "members' motions" for possible later consideration by Council is established, including a designated time period for receipt of such motions.

In 2012, the members' forum is scheduled at or near the end of the annual meeting, time permitting.

### Members' Motions Protocols

The "members' motions" segment is intended to provide an opportunity for members to advance and debate advice and direction to AIBC Council on a wide range of matters. **Such motions are advisory and do not bind Council given the governance requirements in the *Architects Act and Bylaws*. However, Council gives active consideration to all motions that are supported by the attending membership and provides responses to such motions to the membership at large.**

Given the time commitment on the part of drafters of motions and by Council and staff in responding to often substantive matters, there is some degree of formality expected in this process. The following protocols reflect many of the past traditions of the process:

1. A Motions Review Committee (the "Committee") will be appointed consisting of MAIBCs who will review motions received; clear acceptable motions in keeping with these protocols; and otherwise manage the members' motions segment.
2. Members' motions may be submitted in writing, either in paper or electronic format, to the AIBC Executive Director or to a member of the Committee.

3. All members' motions received by the submission deadline will be reviewed by the Committee to help ensure they are legible; comprehensible; consistent with the *Act*, Bylaws and Code of Ethics; and not inflammatory, insulting, defamatory or otherwise unprofessional. The Committee can and should consult with the mover to bring a motion within acceptable standards.
4. In order to facilitate timely review of motions, they should be submitted **before 1 May 2012**.
5. Any motions received before 1 May 2012 and cleared by the Committee will be posted on the AIBC's web site for members to view and brought to the members' motion segment for consideration.
6. Motions received on or after 1 May 2012 will be considered only if time permits.
7. The submission period for Members' Motions for the Annual Meeting on 12 May 2012 closes thirty minutes past the Call to Order of that meeting.
8. The Committee will manage the order of motions and time of the session in an effort to balance the number of motions to be reviewed with an appropriate amount of time to discuss and debate them. There is no guarantee that all motions will be heard. Motions that are not heard and voted upon may still be considered by Council, at its discretion.
9. Council members may respond to a motion to provide information or advice.
10. The Committee will record the vote and communicate a record of all motions that receive support to AIBC Council for its requested consideration.

## Making a Motion:

Motions should be clear and concise, have a specific purpose and be able to form a basis for Council action. Therefore, they should conform to the *Architects Act* and Bylaws and the limitations on Council's authority as provided in those founding documents.

- It is recommended that you have a written version of your proposed motion in hand, and are prepared to speak to it, with a seconder already identified.
- A motion must be prefaced with the words: **"I move that Council be requested to consider...."** (See template attached).
- After the motion has been seconded, it may be broken down into smaller increments should it make sense to do so to enable debate without derailing the main motion.
- If one wishes to present the rationale for a motion, it may be written in the form of a resolution, such as "Whereas the AIBC depends on volunteers, therefore ....."



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

## Members' Motions 2012

Saturday 12 May 2012 during the AIBC Annual Meeting Vancouver Convention & Exhibition Centre  
999 Canada Place  
Vancouver, British Columbia

### Members' Motion:

*I move that Council be requested to consider:*

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Moved by: \_\_\_\_\_ MAIBC  
*(Please print)*

\_\_\_\_\_  
*(Signature)*

Seconded by: \_\_\_\_\_ MAIBC  
*(Please print)*

\_\_\_\_\_  
*(Signature)*

## Registrar's Report: 2011

The number of **MAIBCs** (1716) has increased modestly by 1.1% during 2011, from 1698 in 2010. There were 97 new MAIBCs in 2011, more than 50% of whom became registered through reciprocity or inter-recognition agreements with Canadian and U.S. jurisdictions. The remainder became registered architects for the first time. The number of MAIBC registrations coming from the Intern Architect pool was 27 this year, down from years previous. The Registration Board and the Registration & Licensing Department continue to work diligently to assist our intern architects along the path towards full registration and look forward to ever-increasing numbers of newly minted architects from the intern architect program.

### Detailed figures for newly-registered MAIBCs are as follows:

- 27 through the Intern Architect Program
- 33 through reciprocity (Canadian)
- 24 through inter-recognition (U.S.A.)
- 13 through alternative qualifications

The number of **Intern Architects** (497) has increased by 2.1% from 2010. However, as you can see from the statistics following, it has remained fairly steady over the past five years. This shows a healthy number of new intern architects are beginning the Intern Architect Program to balance the number getting registered as architects.

The pass rate of the **NCARB exams** continues to increase and we have seen an increased number of exams being written compared to the past couple of years. The AIBC is actively seeking entry to the Examination for Architects in Canada (ExAC). Council and the Registration Board are strong supporters of the reciprocity agreements in place among Canadian provinces as well as between Canada and the USA and will continue to work to ensure the broadest range of options for BC intern architects.

The number of **Architectural Technologists** has decreased slightly. We have however, seen a significant increase (110%) in the number of Intern Architectural Technologists.

In the **Building Designer** and **Residential Designer** categories of associates, significant decreases were experienced (16.7% and 32.4% respectively) and new registration remains frozen pending approval of registration requirements as has been recommended by the Registration Board.

2011 experienced significant reductions in other student-associate categories. The number of architectural practices (firms) is fairly stable.



Joan Hendriks, Architect MAIBC  
Registrar

The following is a detailed representation of the AIBC register as of year-end:

<b>AIBC Register</b>	<b>31- Dec 2007</b>	<b>31- Dec 2008</b>	<b>31- Dec 2009</b>	<b>15- Dec 2010</b>	<b>31- Dec 2011</b>	<b>Difference 2010 - 2011</b>
<b>MEMBERS</b>						
Architects	1471	1553	1624	1698	1716	1.1%
Honourary Members	27	26	26	26	25	-3.8%
<b>ASSOCIATES</b>						
Previously Registered Members	74	74	64	60	61	1.7%
Retired Architects	128	132	134	141	146	3.5%
Intern Architects	492	494	487	487	497	2.1%
Intern Technologists	34	36	42	40	47	17.5%
Architectural Technologists	64	78	82	80	75	-6.3%
Architectural Graduates	20	23	25	20	18	-10.0%
Building Designers	-	40	37	30	25	-16.7%
Residential Designers	-	37	35	34	23	-32.4%
<b>Total of above Categories</b>	<b>2310</b>	<b>2493</b>	<b>2556</b>	<b>2,616</b>	<b>2,633</b>	<b>0.6%</b>
<b>STUDENTS</b>						
Student Associates - (Technologists)	151	133	243	113	237	109.7%
Student Associates - (Architectural)	74	101	120	154	129	-16.2%
Student Associates - (Syllabus Program)	48	55	54	53	26	-50.9%
<b>Total students</b>	<b>273</b>	<b>289</b>	<b>417</b>	<b>320</b>	<b>392</b>	<b>22.5%</b>
<b>AFFILIATES</b>	<b>23</b>	<b>26</b>	<b>28</b>	<b>29</b>	<b>26</b>	<b>-10.3%</b>
<b>FIRMS</b>						
Certificate of Practice - Corporations	328	352	375	406	429	5.7%
Certificate of Practice - Partnerships	50	56	53	56	55	-1.8%
Certificate of Practice - Sole Proprietorships	357	342	345	348	339	-2.6%
Certificate of Joint Practice	4	4	4	4	4	0.0%
Inactive Firms	159	168	151	164	174	6.1%
<b>TOTAL FIRMS</b>	<b>898</b>	<b>922</b>	<b>928</b>	<b>978</b>	<b>1001</b>	<b>2.4%</b>
<b>TEMPORARY LICENCES</b>	<b>55</b>	<b>67</b>	<b>51</b>	<b>37</b>	<b>34</b>	<b>-8.1%</b>
<b>TOTAL REGISTER ENTRIES</b>	<b>3,559</b>	<b>3,797</b>	<b>3,980</b>	<b>3,980</b>	<b>4,086</b>	<b>2.7%</b>

