ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes of:	AIBC Council
Date:	12:40 am to 2:00 pm 08 March 2016
Location:	AIBC Large Boardroom
Presiding:	Condon
In Attendance:	Bass, Currie, Djurkovic, Gustavson, Kasaei, Kemp, Lovgreen, Nickerson, Rettie, Richards, Rupp, Ruthen, Toole, Yustin
Staff:	Battiston, Gatensby, Hendriks, Laher, Lutes, Tough, Vernon
Regrets:	Dove, Etcher

Item # Detail

1.0 <u>Welcome and Call to Order</u>

President Condon called the meeting to order at 12:40 p.m.

2.0 <u>Acceptance of the Agenda</u>

MOTION: That council accepts the agenda as presented.

Richards / Gustavson **CARRIED**

3.0 <u>Consent</u>

For council receipt: Reports

- 3.1 Council's Committees; Task Forces; Working Groups; Registration Board; CEO
  - 3.1.1 President's report
  - 3.1.2 Governance
  - 3.1.3 Finance
  - 3.1.4 Human Resources
  - 3.1.5 Act Review
  - 3.1.6 Public Outreach
  - 3.1.7 Registration Board
  - 3.1.8 CEO
    - 3.1.8.1 Audited Financial Statements
- 3.2 Policy Compliance: 1.11 Financial Management/Statements

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

Lovgreen / Ruthen **CARRIED**

For council motion to approve:

3.3 Recording of electronic motions passed:

Register Amendments for January 2016

NCARB ARE Results for January 2016

January 12 2016 Council Meeting Minutes

3.4 Registration Board Report to Council

Register Amendments for February 2016

NCARB ARE Results for February 2016
Oral Assessment Results for February 2016
Examination for Architects in Canada Results for 2015
Register Tally as of February 25 2016

3.5 Annual Meeting Resolution: Appointment of the Auditor

3.6 Committee Membership Changes

3.7 Updated Motion Review Committee TOR

MOTION: That council approves items 3.3 through 3.7 above.

Ruthen / Yustin **CARRIED**

4.0 <u>Policy</u>

4.1 Council Policy Revisions

Djurkovic summarized that the council submission requests that council approve changing all occurrences of Executive Director / ED in the council policies to Chief Executive Officer / CEO, in keeping with recent Bylaw amendments of same.

MOTION: That Council approves that all occurrences of the title "Executive Director" or "ED" in Council Policies and Protocols be amended to replace that title with "Chief Executive Officer" or "CEO", as appropriate.

Toole / Nickerson **CARRIED**

4.2 Council Policy 1.13 /2.5 Reserve Funds

Gustavson summarized that the council submission is in response to council's request for the Finance Committee to review the Reserve Funds policies 2.5 and 1.13, specifically in regards to establishing a maximum for the "target" amount of the Operating Reserve Fund, rather than the current target of a proportion of the total budget.

MOTION #1: That Council approves the Finance Committee's and staff's mutually recommended amendments to the existing Reserve Funds policies 2.5.7 and 1.13.7, as attached.

Gustavson / Rettie **CARRIED**

MOTION #2: That Council approves the transfer of funds from the operating fund to the Operating Reserve Fund in the amount of $51,692.

Gustavson / Rettie **CARRIED**

5.0 Non-Policy

5.1 Consensual Resolution Review Panel Appointment

MOTION: That Council appoint Calvin Bruce Meiklejohn Architect AIBC to the AIBC's consensual resolution review panel.

Richards / Ruthen **CARRIED**

5.2 Bylaw Amendments: Investigations and Discipline

Vernon and Lutes provided council with an update and recommended minor changes to the Investigations and Discipline Bylaw amendments previously submitted to council, following member feedback sessions which were initiated in October 2015. Council indicated support for the recommended changes and continued member feedback processes.

5.3 Registration & Licensing: Removal of Associates

Vernon and Hendriks summarized that the council submission is pursuant to Section 76 of the *Architects Act*, whereby council may direct that all individuals currently registered as associates cease to be associates and are removed from the register of the AIBC for non-payment of annual renewal fees.

MOTION: That Council approves the removal of the submitted list of individuals, registered as associates, from the register of the AIBC for non-payment of their annual fees.

Rettie / Lovgreen **CARRIED**

5.4 Registration & Licensing: Discontinued Classes of Associates

Vernon and Hendriks summarized the council submission, which requests council to approve the removal of associates in discontinued classes from the register for non-payment of annual renewal fees. By this motion the discontinued classes of associates will cease to have registrants, and the classes can be considered to be fully closed.

MOTION: That Council approves the removal of the submitted list of individuals, registered as associates, from the register of the AIBC for non-payment of their annual fees.

Toole / Djurkovic **CARRIED**

5.5 Registration & Licensing: BEA Program

Vernon and Hendriks summarized the council submission, which requests that council approve a six month moratorium on new applicants to the Broadly Experienced Applicant (BEA) program in order to permit a review of the program to ensure alignment and consistency with national standards for the architecture profession. Council indicated support of the review within the stated timeline.

MOTION: That Council approves the placement of a six (6) month moratorium on the BEA program effective from the date of this Council meeting until September 6, 2016.

Richards / Djurkovic **CARRIED**

5.6 Attendance of Council Member

MOTION: That council excuses J. Etcher's absences from the previous three council meetings, as of March 8 2016.

Toole / Rettie **CARRIED**

6.0 *In Camera*

MOTION: to go *in camera.*

Yustin / Rettie **CARRIED**

6.1 Council Competency Matrix

MOTION: to come out of *in camera*.

Toole / Richards **CARRIED**

7.0 Adjournment

MOTION to adjourn. (2:00 p.m.)

Rettie / Lovgreen **CARRIED**