ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

# **Minutes** | AIBC Council

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| **Date:** | May 2, 2017: 11:05 a.m. to 1:10 p.m. |
| **Location:** | AIBC Large Boardroom |
| **Presiding:** | Condon |
| **In Attendance:** | Brink, Djurkovic, Dodd, Dove, Gagnon, Grauer, Kemp, Lovgreen, McDonald, Rettie, Rupp, Ruthen, Yustin |
| **Staff:** | Battiston, Gatensby, Hendriks, Kokol, Lutes, Tough, Vernon, Wale |
| **Regrets:** | Bass, Gustavson, Kasaei, Nickerson, van Dijk |

Item # Detail

**1.0 Welcome and Call to Order**

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

**2.0 Acceptance of the Agenda**

**MOTION: That council accepts the agenda as presented.**

**Yustin / Ruthen** **CARRIED**

**3.0 Consent**

*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
- 3.1.7 Public Outreach
- 3.1.8 CEO
  - 3.1.8.1 Vancouver Island Chapter Annual Report

3.2 Policy Compliance: 1.11 Financial Management/Statements
Council Policy 2.1, 2.2, 2.4, 2.6, 2.7, 2.9, 2.10, 2.11, 2.12, 2.13, 2.14, 2.15, 2.16, 2.23

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

**Rupp / Dove** **CARRIED**

*For council motion to approve:*

3.3 Recording of electronic motions passed Mar/April 2017:
- 3.3.1 Registration Board Report to Council, March 2017
- 3.3.2 Registration and Licensing: Removal of Associates
- 3.3.3 Disciplinary Inquiry: Composition of Inquiry Committee
- 3.3.4 Registration Board Report to Council, April 2017

3.4 March 14 2017 Council Meeting Minutes

**MOTION: That council approves item 3.3 and 3.4.**

**Ruthen / Yustin** **CARRIED**

## 4.0 Policy

4.1 New Council Policy: 2.24 AIBC Representation on CALA

The new council policy is intended to address a current gap in policy for succession planning and attendance of the council president or their designate at CALA meetings. The policy supports the *Terms of Reference for Cooperation between the Canadian Architectural Licensing Authorities (CALA)*, and the role of the President described therein.

**MOTION: That council approves the proposed council policy 2.24 AIBC Representation at CALA, as attached.**

**Rettie / Ruthen** **CARRIED**

4.2 Updated Council Policy: 1.31 Professional Conduct: Complaints and Investigations, 1.32 Professional Conduct: Consensual Resolution and Disciplinary Inquiry

The policies have been updated to reflect the new Investigations and Discipline bylaws, approved by the members in late 2016.

**MOTION: That council approve the updated Council Policies 1.31 Professional Conduct: Complaints and Investigations, and 1.32 Professional Conduct: Consensual Resolution and Disciplinary Inquiry.**

**Djurkovic/ Rettie** **CARRIED**

## 5.0 Non-Policy

5.1 Council Rules 7: Advisory Design Panels

Vernon advised that following the required notification period, no feedback to the new Council Rules 7 was received by members.

**MOTIONS:**

1) **That council approve Council Rules 7: Advisory Design Panels as provided to council February 20, 2017, to take immediate effect.**

2) **That the CEO be requested to take the necessary procedural steps to publish the Rules.**

**Rettie / Ruthen** **CARRIED**

5.2 CALA Terms of Reference

The *Terms of Reference for Cooperation between the Canadian Architectural Licensing Authorities (CALA)* has been revised to incorporate a budgeted CALA support position, along with minor editing.

**MOTION: That council approves the proposed *Terms of Reference for Cooperation among Canadian Architectural Licensing Authorities (CALA)*, dated May 2017, as attached.**

**Yustin / Rettie** **CARRIED**

5.3 CALA: International Relations Committee Terms of Reference

Vernon indicated that the revised Terms of Reference establishes and formalizes that the IRC will work within the approved mandate and authority given to it by the CALA.

**MOTION: That council approves the proposed CALA International Relations Committee Terms of Reference, dated May 2017, as attached.**

**Lovgreen / Ruthen** **CARRIED**

5.4 CALA: CACB Standing Committee

The Canadian Architectural Certification Board (CACB) Standing Committee is established by CALA. The Committee's mandate is to provide ongoing collaboration, cooperation and reporting between the members of CALA and the CACB (Canadian Architectural Certification Board). Condon indicated that the addition of M. Vernon on the CALA CACB Standing Committee is valuable for AIBC.

**MOTION: That Council approves the appointment of Mark Vernon, AIBC CEO to the CALA CACB Standing Committee for a three-year term (commencing May 2017).**

**Lovgreen / Yustin** **CARRIED**

5.5 CALA: Future of the Profession Report

Condon summarized the draft CALA Future of the Profession report, which strives to develop a national architecture policy, and which will be presented to CALA in May for approval.

**MOTIONS: That Council approves…**

1) **The CALA 'Future of the Profession' Steering Committee to commence work and develop a directed program for the advancement of a National Architectural Policy.**

2) **A budget expenditure of approximately $6,000 for costs associated with the CALA 'Future of the Profession' Steering Committee for 2017.**

**Rettie / Gagnon** **CARRIED**

5.6 Investigation Committee Appointment

Vernon summarized that the submission is in respect of bylaw 37.10 and in response to a role call for a new Investigations Committee member. The current committee reviewed the applicant's material and unanimously supports the appointment.

**MOTION:**

**That council appoint Scott Kemp Architect AIBC to the AIBC's Investigations Committee.**

**Ruthen / Dove** **CARRIED**

**7.0** ***In Camera***

**MOTION: to go *in camera.***

**Rettie / Djurkovic** **CARRIED**

7.1 Bylaw Committee Update: PLI Consultation

7.2 Award of the Michael A. Ernest Intern Architect Bursary

7.3 Council Annual Assessment Collated Results

**MOTION: to come out of *in camera*.**

**Yustin / Lovgreen** **CARRIED**

**8.0** **Adjournment**

**MOTION to adjourn. (1:10 p.m.)**

**Lovgreen / Yustin** **CARRIED**