ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

# **Minutes** | AIBC Council

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| **Date/Time:** | March 12, 2019 / 11:02 a.m. – 1:30 p.m. |
| **Location:** | AIBC Large Boardroom |
| **Presiding:** | Djurkovic (items 1.0-4.2) / McDonald (items 5.1-7.2) |
| **In Attendance:** | Bass, Brink, Condon, Fenton, Haden, Hancock, Laquinte Francis, McDonald, Nickerson, Rettie, Richards, Rothnie, Rupp, Ruthen |
| **Regrets:** | Amodio, Maleki, Rodrigues |
| **Staff:** | Cavouras, Chilton, Gatensby, Manuel, MacQueen, Morris, Neilson, Torres, Tough, Vernon |

Item # Detail

**1.0 Welcome and Call to Order**

President Djurkovic called the meeting to order at 11:02 a.m.

**2.0 Acceptance of the Agenda**

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

**Djurkovic / Ruthen** **CARRIED**

**3.0 Consent**

***For council receipt:***

3.1 Council's Committees; Task Forces; Working Groups; President; CEO
- 3.1.1 President's report
- 3.1.2 Governance
- 3.1.3 Finance
- 3.1.4 Human Resources
- 3.1.5 CEO
  - 3.1.5.1 Risk Register Status Report
  - 3.1.5.2 Strategic Plan Status Report

3.2 Policy Compliance: Financial Management/Statements 1.11
Council Policy 1.22, 1.23, 1.25, 1.27, 1.28, 1.29, 1.30, 1.31, 1.32, 1.34, 1.35, 1.36, 1.37, 1.38

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

**Djurkovic / Ruthen** **CARRIED**

***For council motion to approve:***

3.3 Recording of electronic motions passed

3.3.1 Registration Board Report to Council, Jan 18, 2019
3.3.2 Council Nominations: Bylaw 21.0 Compliance, Feb 7, 2019
3.3.3 Registration Board Report to Council, Feb 14, 2019
3.3.4 Registration Board Report to Council, Feb 20, 2019
3.3.5 Governance Committee Submission, Feb 21, 2019

**MOTION: That council approve the consent items submitted under 3.3 above.**

**Djurkovic / Rupp** **CARRIED**
**ABSTAINED (Fenton)**

3.4 January 14, 2019 Council Meeting Minutes

**MOTION: That council approve the consent item submitted under 3.4 above.**

**Djurkovic / Rothnie** **CARRIED**

3.5 Annual Meeting Resolution: Appointment of the Auditor

**MOTION:**

**That council approves the following resolution to be brought to the members for their vote at the Annual Meeting in 2019:**

**WHEREAS the accounting firm of Baker Tilly WM LLP has performed all assignments to the satisfaction of Council,**

**BE IT RESOLVED THAT Baker Tilly WM LLP be appointed auditor for the Architectural Institute of British Columbia for the fiscal year 2019.**

**Djurkovic / Ruthen** **CARRIED**

3.6 Registration Board Report to Council, March 2019

**MOTION: That council approve the consent item submitted under 3.6 above.**

**Djurkovic / Bass** **CARRIED**

3.7 Registration Board Terms of Reference

**MOTION: That council approve the consent item submitted under 3.7 above.**

**Brink / Rettie** **CARRIED**

## 4.0 Policy

4.1 Council Rules 5: Continuing Education System
Council Rules 6: Designation and Admission Qualifications for AIBC Associates
AIBC Bulletin 80

Vernon reviewed the feedback received during the required notification period for Council Rules 5 and Council Rules 6, which included support for the proposed changes as well as some opposition and potential misunderstanding of the CES changes proposed. The feedback revealed the requirement for clear communication going forward on how CES does and does not impact Intern Architects. Council

reiterated the importance of supporting Intern Architects and addressing barriers wherever possible. No changes to Council Rules 5 or Rules 6 were made as a result of the feedback.

**MOTION 1:**

**That council approve the revised Bulletin 80: Mandatory Continuing Education System (CES) as presented.**

**MOTION 2:**

**That council approve the revised Council Rules 5: Continuing Education System (CES) as presented.**

**MOTION 3:**

**That council approve the revised Council Rules 6: Designation and Admission Qualifications for AIBC Associates as presented.**

**MOTION 4:**

**That the CEO has authority to make non-substantive changes to Bulletin 80, Council Rules 5 and Council Rules 6, prior to publication if required, and that the CEO be requested to take the necessary procedural steps to publish the Rules.**

**McDonald / Ruthen** **CARRIED**

4.2 Council Rules 9: Formation and Administration of Chapters

Vernon reviewed the feedback received during the required notification period for Council Rules 9, which are largely based on the Chapter Guidelines in place since early 2017, and the previous chapter bylaws. The majority of feedback was supportive of the Rules. Council discussed the concerns expressed in one response regarding a perceived lack of support for chapters, which will be further reviewed. One change was made to the Rules as a result of the feedback, which is to clarify the geographic location of the AIBC.

**MOTION 1:**

**That council approve Council Rules 9: Formation and Administration of Chapters as presented.**

**MOTION 2:**

**That the CEO has authority to make non-substantive changes to Council Rules 9: Formation and Administration of Chapters, prior to publication if required, and that the CEO be requested to take the necessary procedural steps to publish the Rules.**

**Djurkovic / Ruthen** **CARRIED**

## 5.0 Non-Policy

5.1 Consensual Resolution Review Panel Terms of Reference

**MOTION:**

**That council appoint Calvin Meiklejohn Architect AIBC for a second term to the AIBC's Consensual Resolution Review Panel with an appointment for a three-year term.**

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

5.2 Finance Committee Report

Ruthen (Finance Committee Chair) reported that following a meeting with the auditors to review the 2018 draft audited statements, the committee is recommending their approval by council. An electronic approval process will take place in order to provide council with the necessary time to review the statements.

**7.0 <u>In Camera</u>**

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

**Nickerson / Fenton** **CARRIED**

7.1 Construction Project Update

7.2 Honorary Membership Nominations

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

**McDonald / Laquinte Francis** **CARRIED**

7.1 Construction Project Update

**MOTION:**

**That Council approves the allocation of an additional $100,000 to complete the final phases of the planned renovations.**

**Rothnie / Ruthen** **CARRIED**

7.2 Honorary Membership Nominations

**MOTION:**

**That council endorses the nominations of Ms. Susan Morris and Mr. James Starck for AIBC Honorary Membership.**

**Laquinte Francis / Nickerson** **CARRIED**

**8.0 <u>Adjournment</u>**

**MOTION: to adjourn. (1:30 p.m.)**

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