ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Council

Date/Time: November 5, 2019 / 11:05 a.m. – 1:15 p.m.

Location: AIBC Large Boardroom

Presiding: McDonald

In Attendance: Abri, Bass, Brink, Djurkovic, Hancock, Kasaei, Laquinte Francis, Maleki (*as of item 7.1*), Nickerson, Rodrigues, Rothnie, Rettie, Rupp, Scott

Regrets: Condon, Deal, Fenton

Staff: Battiston, Cavouras, Chilton, Lutes, Gatensby, MacQueen, Morris, Tough, Vernon

Item #	Detail

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

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

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

MOTION: That council accepts the agenda as presented.

Rothnie / Laquinte Francis **CARRIED**

3.0 <u>Consent</u>

<u>For council receipt:</u>

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 Committee
- 3.1.4 Human Resources (*deferred to In Camera item 7.3*)
- 3.1.5 CEO

MOTION: That council receive the reports submitted under 3.1.

Rettie / Rodrigues **CARRIED**

3.2 Policy Compliance: Financial Management/Statements 1.11
Council Policy: 3.0 Governance General, 4.0 Council – CEO Relationship

MOTION: That council receive the policy compliance reports submitted under 3.2.

Rodrigues / Abri **CARRIED**

For council motion to approve:

3.3 Recording of electronic motions passed Sept/Oct 2019

3.3.1 Registration Board Report to Council, Sept 30

3.3.2 Council Task Force Terms of Reference and Code of Ethics Rulings and Code of Ethics Bylaws, Oct 25

3.3.3 Council Recruitment Task Force Terms of Reference, Oct 25

MOTION: That council approve the electronic motions passed in September/October 2019 as submitted under 3.3.

Laquinte Francis / Nickerson **CARRIED**

3.4 September 10, 2019 Council Meeting Minutes

MOTION: That council approve the September 10, 2019 Council meeting minutes submitted under 3.4.

Laquinte Francis / Abri **CARRIED**

3.5 CACB Board Nominees

MOTION #1:

That Council approves the CACB Standing Committee's nominee Jeanna South for appointment to the CACB Board of Directors as a CALA Representative for a three-year term (November 2019 to November 2022).

MOTION #2:

That Council approves the CACB Standing Committee's nominee Nathalie Dion for appointment to the CACB Board of Directors as a joint CALA/CCUSA Representative for a three-year term (November 2019 to November 2022).

Rodrigues / Scott **CARRIED**

3.6 CALA Committee Membership Renewal

MOTION:

That council approve the appointment of Ron Kato Architect AIBC to the Committee for Canadian Examination of Architects (CExAC) for an additional three-year term.

Abri / Laquinte Francis **CARRIED**

3.7 Register Board Report to Council, October 2019

Laquinte Francis / Kasaei **CARRIED**

4.0 Policy

4.1 Council Policy Review: Categories 3.0 and 4.0

Vernon indicated that minor revisions were made to the council policies in category 3.0 for added clarity and updates. Council policy 4.2 is recommended for appeal, as much of the content is repeated in council policy 4.5.

MOTION #1:

That Council approves the following amended Policies as proposed:

- **3.2 Professional Practice: Canadian Handbook of Practice;**
- **3.3 Professional Practice: Specialist Designations;**
- **3.4 Professional Practice: Contractors and Certificates of Practice;**
- **3.5 Professional Practice: Building Code Letters of Assurance;**
- **3.8 Professional Development: National Continuing Education Framework;**
- **3.9 Legislation and Bylaws: Bylaw Amendments Consultation; and,**
- **4.5 Communication Reporting – Chief Executive Officer to the Council**

MOTION #2:

That Council approves repeal of Policy 4.2 Chief Executive Officer – Council Reporting.

Rodrigues / Laquinte Francis **CARRIED**

5.0 Non-Policy

5.1 Annual Budget (Operating and Capital) and Bulletin 01: Fees, Fines and Charges

Vernon reported that following council's review at its October 2019 planning session, minor changes to the 2020 Operating and Capital Budgets were made, including reflection of the CPI rate increase from 2.0 to 2.4 percent.

MOTION: That Council approves…

1) **The Annual Operating & Capital Budgets for 2020; and**
2) **The amended Bulletin 01: Fees, Fines and Charges 2020, as per the above-noted operating budget.**

Rodrigues / Abri **CARRIED**

5.2 Council Rules 4: Council Elections

Vernon summarized the recommended changes to the Council Rules 4, which are in response to the recently amended bylaw 22.0, and which include a title change, the addition of rules for mail ballot voting, and the addition of a dispute resolution. The revised Rules will be published for member notification as per council policy 3.10.

MOTION #1:

That council approve, in principle, revised *Council Rules 4: Council Elections* as proposed for registrant notification as described in the attached document.

MOTION #2:

That the CEO be requested to trigger the 30-day notification process for *Council Rules 4: Council Elections* as required by council policy 3.10.

Ross / Rupp **CARRIED**

5.3 Professional Recognition Committee Terms of Reference

Vernon summarized the recommended changes to the committee terms of reference, including committee member renewal, removal of fixed dates for added flexibility, and removing the specific assignment of encouraging nominations.

MOTION: That council approve the Professional Recognition Committee Terms of Reference as attached.

Laquinte Francis / Rodrigues **CARRIED**

5.4 Truth and Reconciliation Task Force Terms of Reference

Vernon briefly reviewed the task force terms of reference.

MOTION: That council approve the Truth and Reconciliation Task Force Terms of Reference as attached.

Laquinte Francis / Abri **CARRIED**

7.0 <u>In Camera</u>

MOTION: to go *in camera.*

Brink / Abri **CARRIED**

(*Note:* Councilors Rupp, Rothnie, and Scott departed from the meeting room prior to discussion on item 7.1 commencing.)

7.1 Notice of Disciplinary Inquiry

MOTION: to come out of *in camera.*

Rodrigues / Brink **CARRIED**

MOTIONS: That Council approves the motions below:

1. **Pursuant to its authority under Section 46 of the *Architects Act*, council hereby orders a disciplinary inquiry into a complaint against Mr. Marque Curzon-Thompson Architectural Technologist AIBC.**

2. **A notice of inquiry is approved, consistent with the corresponding 'draft' notice of inquiry as distributed to council. The AIBC CEO is directed to sign the notice of inquiry and ensure**

that it is delivered to the Respondent as required under the *Act*. The CEO is also authorized to amend the notice of inquiry solely to revise the dates.

3. **Pursuant to its authority under Section 46 of the *Architects Act*, council hereby selects the following members of council as the disciplinary committee for the purposes of the inquiry:**

   Stuart Rothnie Architect AIBC;

   John Scott Architect AIBC; and

   Michelle Rupp, Lieutenant Governor Appointee

Rodrigues / Brink **CARRIED**

Abstained: Rettie

(*Note:* Councilors Rupp, Rothnie, and Scott returned to the meeting room following the conclusion of the vote on item 7.1.)

MOTION: to go *in camera.*

Laquinte Francis / Nickerson **CARRIED**

7.2 Council Competency Matrix

7.3 CEO Performance Planning Process 2019

MOTION: to come out of *in camera*.

Laquinte Francis / McDonald **CARRIED**

8.0 __Adjournment__

MOTION: to adjourn. (1:15 p.m.)

McDonald / Rodrigues **CARRIED**