ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Council

Date/Time:	January 20, 2020 / 11:10 a.m. – 1:25 p.m.
Location:	AIBC Large Boardroom
Presiding:	McDonald
In Attendance:	Abri, Bass, Brink, Djurkovic (*as of item 4.1*), Fenton, Hancock, Kasaei, Laquinte Francis, Maleki (*as of item 4.2*), Rodrigues, Rothnie, Rettie, Rupp, Scott (*remote*)
Regrets:	Condon, Deal, Nickerson
Staff:	Chilton, Lutes, MacQueen, Morris, Neilson, Sands, Torres, Tough, Vernon

Item # Detail

1.0 Welcome and Call to Order

President McDonald called the meeting to order at 11:10 a.m.

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda with the addition of item 3.7.

Laquinte Francis /Rodrigues **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 Human Resources
- 3.1.4 CEO

MOTION: That council receive the reports submitted under 3.1.

Laquinte Francis / Rothnie **CARRIED**

3.2 Policy Compliance: Financial Management/Statements 1.11

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

Rodrigues / Fenton **CARRIED**

For council motion to approve:

3.3 Recording of electronic motions passed Nov/Dec 2019

3.3.1 Registration Board Report to Council, November
3.3.2 Registration Board Report to Council, December

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

Rodrigues / Fenton **CARRIED**

3.4 November 5, 2019 Council Meeting Minutes

MOTION: That council approve the November 5, 2019 Council meeting minutes as amended.

Rettie / Laquinte Francis **CARRIED**

3.5 Council Rules 9: Formation and Administration of Chapters

MOTION: That council approve the Chapter Annual Report submission deadline, as required in Council Rule 2.16.1, as March 31st of each year. If March 31st lands on a weekend, the deadline shall be the next business day.

Abri / Kasaei **CARRIED**

3.6 Committee Terms of Reference Amendments

MOTION: That council approves the amendments to the committee terms of reference as indicated.

Rettie / Kasaei **CARRIED**

3.7 Register Board Report to Council, January 2020

MOTION: That council approves the register amendments as submitted.

Rettie / Rupp **CARRIED**
Abstained: Laquinte Francis

4.0 Policy

4.1 AIBC Bylaws: Code of Ethics Amendments

Vernon indicated that the next set of AIBC Code of Ethics Bylaws are before council for approval for registrant consultation. The specific AIBC bylaw headings affected by the proposed amendments are: Basic/Partial Services; Advertising (Promotional Activities); Harassment/Discrimination; Supervision of Interns; and Client Confidentiality.

MOTION # 1: That council support, in principle, the draft bylaws pertaining to the Code of Ethics as proposed for consultation by the Bylaw Review Committee and described in the attached Memorandum; and

MOTION # 2: That the CEO trigger the consultation process, the timing of which is to be determined operationally, for the draft bylaws relating to the Code of Ethics as required by council policy 3.10.

Rothnie / Rettie **CARRIED**

4.2 Council Policy 1.6 Amendment

Vernon summarized the policy amendment, which formalizes the requirement for a publication guideline. The AIBC's current publication guidelines for professional conduct and illegal practice matters were last updated in 2012.

MOTION: That council approve the revised Council Policy 1.6 Retention, Disclosure, and Publication of Records, as attached.

Rettie / Rodrigues **CARRIED**

4.3 Council Policy 1.37 Amendment

Vernon indicated that the policy amendment is a housekeeping item to embed in council policy a date for submission of the annual firm update, as required as per AIBC Bylaw 15.3, as well as other minor amendments.

MOTION: That council approve the revised Council Policy 1.37 Registration and Licensing: Registration of Firms and Certificates of Practice, as attached.

Rodrigues / Rupp **CARRIED**

5.0 Non-Policy

5.1 Council Rules 4: Council Elections

Vernon indicated that no feedback was provided to the amended Council Rules 4 during the recent registrant feedback period. Council discussed the recommended additional amendment to the Rules of allowing for additional information on the ballot, as directed by council.

MOTION #1: That council approve Council Rules 4: Council Elections as attached, to take immediate effect.

MOTION #2: That the CEO be requested to take the necessary procedural steps to publish the Rules.

Laquinte Francis / Rettie **CARRIED**

5.2 Council Rules 8: Terms and Conditions for Mandatory Professional Liability Insurance ("PLI")

Vernon summarized the recommended amendments to Council Rules 8 for registrant feedback. The amendments are informed by compliance results in the initial year of professional liability insurance requirements, and the various questions received from certificate of practice holders.

MOTION #1: That council approve, in principle, revised *Council Rules 8: Terms and Conditions for Mandatory Professional Liability Insurance ("PLI")* 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 8: Terms and Conditions for Mandatory Professional Liability Insurance ("PLI")* as required by council policy 3.10.

Rettie / Laquinte Francis **CARRIED**

5.3 Intern Architect Program (IAP) Changes

Vernon briefly reviewed the proposed changes to the Internship in Architecture Program (IAP), the Canadian Education Standard, and the Canadian Standard of Competency for Architects, which council reviewed at its December planning session.

MOTION #1: That council approve that students be permitted to log up to 760 hours, gained after completion of 60 credit hours in courses that contribute to the Student Performance Criteria for accreditation and prior to graduation;

That such pre-graduation hours count towards the required 2800 hours to be eligible to write the Examination for Architects in Canada (ExAC); and

That the recognition of the 760 hours pre-graduation will count towards the 17 practice categories per the Internship in Architecture Program manual.

Rodrigues / Laquinte Francis **CARRIED**

MOTION #2: That council approve *The Canadian Education Standard for Architects in Canada* dated October 4, 2019.

Laquinte Francis / Kasaei **CARRIED**

MOTION #3: That council approve the *Canadian Standard of Competency for Architects – Full Version* dated October 2019.

Djurkovic / Abri **CARRIED**

5.4 Investigations Committee Appointments

MOTION: That council appoint John Davidson Retired Architect AIBC and Natalka Lubiw Architect AIBC to the AIBC's Investigations Committee.

Laquinte Francis / Djurkovic **CARRIED**

7.0 <u>In Camera</u>

MOTION: to go *in camera.*

Fenton / Laquinte Francis **CARRIED**

7.1 *Architects Act* / Health Professional Regulation

7.2 Langford Judicial Review Update

7.3 CEO 2019 Performance Plan

MOTION: to come out of *in camera.*

Rettie / Rodrigues **CARRIED**

8.0 <u>Adjournment</u>

MOTION: to adjourn. (1:25 p.m.)

Rettie / Rothnie **CARRIED**