ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Council

Date/Time:	November 8, 2022 / 11:05 a.m. to 1:00 p.m.
Location:	Videoconference
Presiding:	Rothnie
In Attendance:	Abri *(as of 11:50 a.m.),* Azizi, Brink, Deal, Foit *(as of 12:05 p.m.)*, Guiry, Halverson, Laquinte Francis, McLean, Rettie, Rodrigues, Scott
Regrets:	Bass, McDonald, Rupp
Staff:	Lutes, Morris, Sands, Sheina, Sutherland, Tough, Vernon, Woff

Item #	Detail

1.0 Welcome and Call to Order

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

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda.

Rodrigues / Deal **CARRIED**

3.0 Consent
For council receipt:

3.1 Council's Committees; Task Forces; Working Groups; CEO Reports
- 3.1.1 President
- 3.1.2 Governance
- 3.1.3 Finance
- 3.1.4 Human Resources
- 3.1.5 CEO
- 3.1.6 Equity, Diversity, and Inclusion (EDI) Task Force

Laquinte Francis indicated that the task force had recently met and plans to meet monthly to develop a council EDI policy and action plan, as well as support related work being undertaken at the AFBC.

MOTION: That council receive the reports submitted under 3.1.

Rettie / Azizi **CARRIED**

3.2 Policy Compliance: 1.11 Financial Management/Statements

3.2.1 Financial Management/Statements

MOTION: That council receives the financial management compliance report and statements in accordance with council policy 1.11.

Rodrigues/ Laquinte Francis **CARRIED**

3.2.2 Council Policy: 3.1 3.2, 3.3, 3.4, 3.5, 3.8, 3.9, 3.10, 4.1, 4.3, 4.4, 4.5

MOTION: That council receives the policy compliance report for Governance General, and Council – CEO Relationship policies in accordance with council policy 2.2.5.

Brink / Halverson **CARRIED**

For council motion to approve:

3.3 Recording of electronic motions passed

MOTION: That Council adopts the motions below which have been approved by electronic consent in keeping with Council Rules for Electronic Voting and Council Meetings, section 4.6.

3.3.1 Registration Board Report to Council, September 2022

That council approve the AIBC Register Amendments and Examination results for September 2022, as attached.

3.3.2 Registration Board Report to Council, October 2022

That council approve the AIBC Register Amendments and Examination results for October 2022, as attached.

3.3.3 Appointment of New Auditor, October 2022

WHEREAS following the appointment of Baker Tilly WM LLP as auditor for the fiscal year 2022 at the May 2022 Annual Meeting, Baker Tilly WM LLP was duly notified of the intention to replace them for best practice purposes,

BE IT RESOLVED THAT
1) Baker Tilly WM LLP be removed as auditor for the Architectural Institute of British Columbia for the fiscal year 2022; and
2) MNP LLP be appointed auditor for the Architectural Institute of British Columbia for the fiscal year 2022.

Guiry / McLean **CARRIED**

3.4 September 13, 2022 Council Meeting Minutes

MOTION: That council approve the Council Meeting Minutes of September 13, 2022, as attached.

Rettie / Scott **CARRIED**

3.5 Nominations to CACB Board

MOTIONS:

That Council approves the CACB Standing Committee's nominee Shane Laptiste for appointment to the CACB Board of Directors as a joint ROAC/CCUSA Representative for a three-year term.

That Council approves the CACB Standing Committee's nominee George Cotaras for appointment to the CACB Board of Directors as a joint ROAC/CCUSA Representative for a two-year term.

McLean / Deal **CARRIED**

4.0 Policy

4.1 Council Policy Review: Governance General, Council – CEO Relationship

Vernon indicated that as per policy 2.2.7 all policies are reviewed tri-annually (3-year cycle) and where warranted policies are recommended for revision or repeal. Although all policies will, in time, be reviewed for compliance with the *Professional Governance Act*, no amendments were recommended to the policies listed.

- 3.1 Professional Practice: Request for Proposals (RFPs)
- 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
- 3.10 Legislation and Bylaws: Rules and Rulings Notification
- 4.1 Authority and Responsibilities of the Chief Executive Officer
- 4.3 Monitoring and Chief Executive Officer Performance Review
- 4.4 Chief Executive Officer Recruitment, Selection, Termination and Compensation
- 4.5 Communication Reporting – Chief Executive Officer to the Council

4.2 Revised Council Rules 5: Continuing Education System

Vernon indicated that the revised Council Rules are in response to learning related to Indigenous Peoples becoming a mandatory once transitioned to the *Professional Governance Act*, and therefore part of CES for AIBC registrants in the 2022-2024 CES Reporting Period. Council discussed the registrant feedback received during the required notification period, which closed on October 15, 2022.

MOTION #1: That council approve the revised Council Rules 5: Continuing Education System (CES) as presented.

***Opposed*: Laquinte Francis, Rodrigues, Abri**

MOTION #2: That council approve the revised Bulletin 80: Mandatory Continuing Education System (CES) as presented.

MOTION #3:
That council approve the revised Bulletin 81: Mandatory Continuing Education System (CES) Canadian Reciprocity Option, as presented.

MOTION #4:
That the CEO has authority to make non-substantive changes to Bulletin 80, Bulletin 81, and Council Rules 5, prior to publication if required, and that the CEO be requested to take the necessary procedural steps to publish the Rules.

Laquinte Francis / Brink **CARRIED**

5.0 Non-Policy

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

MOTION: That Council approves …
1) The Annual Operating & Capital Budgets for 2023; and
2) The amended Bulletin 01: Fees, Fines and Charges 2023, as per the above-noted operating budget.

Rodrigues / Scott **CARRIED**

6.0 *In Camera*

MOTION: to go *in camera*.

Rodrigues / Rettie **CARRIED**

6.1 *Professional Governance Act* Transition

6.2 HR Committee: CEO Performance Planning

MOTION: to go *ex camera*.

Rodrigues / Brink **CARRIED**

7.0 New Business

No new business.

8.0 Adjournment

MOTION to adjourn. (1:00 p.m.)

Halverson / Foit **CARRIED**