



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

## Minutes | AIBC Council

**Date/Time:** February 14, 2023 / 11:02 a.m. to 1:00 p.m.  
**Location:** Videoconference  
**Presiding:** Rothnie  
**In Attendance:** Azizi, Crawford (*as of 11:15am*), Deal, Guiry, Halverson, Laquinte Francis, McDonald (*until 12:00pm*), McLean, Racich, Rodrigues, Scott, Wilson  
**Regrets:** Abri, Foit  
**Staff:** Chilton, Gatensby, Lutes, MacQueen, Sands, Sheina, Torres, Tough, Vernon, Woff

---

Item #	Detail
--------	--------

---

### 1.0 Welcome and Call to Order

President Rothnie called the meeting to order at 11:02 a.m. Rothnie welcomed attendees and introduced the new Lieutenant Governor appointees to AIBC Council in attendance.

### 2.0 Acceptance of the Agenda

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

Deal / Halverson

**CARRIED**

### 3.0 Administration of the Oath of Office

The taking of the Oath of Office by councillors is required under section 28 of the PGA, and Bylaws 2.96 and 2.97. Under section 28(2) of the PGA, it is the Registrar who administers the Oath. The Registrar read the Oath aloud, with all councillors in attendance ‘solemnly affirming’ the same.

### 4.0 Consent

#### *For council receipt:*

4.1 Council’s Committees; Task Forces; Working Groups; CEO Reports

4.1.1 President

4.1.2 Governance

4.1.3 Finance

4.1.5 CEO

**MOTION:** That council receive the reports submitted under 4.1.

**Laquinte Francis / Scott**

**CARRIED**

4.2 Policy Compliance: 1.11 Financial Management/Statements

4.2.1 Financial Management/Statements

**MOTION: That Council receives the financial management compliance report and statements in accordance with Council Policy 1.11.**

**Halverson / Azizi**

**CARRIED**

**For council to approve:**

4.3 Adoption of Electronic Council Resolutions passed

4.3.1 AIBC Bylaws, In Force Effective February 10, 2023

**MOTION: That Council adopts the motion below which has been approved by electronic council resolution in keeping with Section 5 of Schedule E: Council Rules for Council Meetings.**

**Whereas:**

- A. Council has exclusive authority to make Bylaws upon transition to the PGA;**
- B. Approval in principle of proposed Bylaws under the PGA was required by the OSPG in order to bring them into force; and**
- C. Approval in principle of proposed Bylaws took place on February 8, 2023.**

**That Council...**

- a) Approves the AIBC Bylaws as set out in Attachment A, subject to notification from the Office of the Superintendent of Professional Governance of the AIBC's transition to the *Professional Governance Act* by Order in Council, on the Transition Date; and**
- b) Authorizes the Registrar or designate to forward the proposed Bylaws with a cover submission to the Office of the Superintendent of Professional Governance for filing with the Minister of Post-Secondary Education and Future Skills pursuant to section 37 of the *Professional Governance Act*.**

**Laquinte Francis / Scott**

**CARRIED**

4.4 Council Meeting Minutes (November 8, 2022/ January 31, 2023)

**MOTION: That council approve the Council Meeting Minutes of November 8, 2022 and January 31, 2023 as attached.**

**Guiry / Azizi**

**CARRIED**

**5.0 Non-Policy**

*No items*

## 6.0 Policy

### 6.1 *Professional Governance Act* Transition

#### 6.1.1 Statutory Committee Terms of Reference

**MOTION:** That Council...

a) Establish the following Statutory Committees: Nomination Committee; Credentials Committee; Investigation Committee; and Discipline Committee; and approve the associated committee Terms of Reference including memberships, in accordance with Section 32(3) of the *Professional Governance Act* and AIBC Bylaws; and

b) Instructs the Registrar to publish the Terms of Reference approved in motion (a), in accordance with AIBC Bylaw 3.13.

**Guiry / Deal**

**CARRIED**

#### 6.1.2 Council Policy: Councillor Duties and Responsibilities

**MOTION:** That Council approves revised Council Policy 2.10 (Attachment A), which describes Councillor duties and responsibilities in accordance with AIBC Bylaw 2.7.2.

**Scott / Halverson**

**CARRIED**

#### 6.1.3 Council Policy: Role of the Council Treasurer

**MOTION:** That Council approve Council Policy 2.26, as attached, which describes the term and duties of the Treasurer in accordance with AIBC Bylaw 2.27.

**Guiry / Halverson**

**CARRIED**

#### 6.1.4 Appointment of Deputy Registrar

**MOTION:** That Council approves the appointment of Jenelyn Torres, Director of Registration & Licensing, as Deputy Registrar effective immediately.

**Scott / Laquinte Francis**

**CARRIED**

### 6.2 Council Advisory Group Terms of Reference

**MOTION:** That Council...

a) Approves amendments to the Terms of Reference for the following Council Advisory Groups: Human Resources; Governance; and Finance and Audit, as attached, and in accordance with AIBC Bylaw 2.99; and

b) Instructs the Registrar to publish the Terms of Reference approved in motion (a), in accordance with AIBC Bylaw 2.100.

**Rodrigues / Laquinte Francis**

**CARRIED**

**7.0 New Business**

No new business.

**8.0 *In Camera***

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

**Rodrigues / Deal**

**CARRIED**

8.1 2024-2028 Strategic Plan

8.2 HR Committee: CEO Performance Planning

**MOTION: to go *ex camera*.**

**Halverson / Scott**

**CARRIED**

**MOTION: That Council approves the CEO performance evaluation and compensation review as recommended by the Human Resources Advisory Group.**

**Rodrigues / Azizi**

**CARRIED**

**9.0 Adjournment**

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

**Laquinte Francis / Halverson**

**CARRIED**