

Association of the Chemical Profession of British Columbia

Minutes

6th ANNUAL GENERAL MEETING

Thursday, August 29, 2013

5:30 pm – 7:00 pm

**Simon Fraser University Harbourside Centre
515 West Hastings Street, Vancouver BC**

Attendance: Nona Akhavanmoghaddam, Rajinder Kaur Aujla, Rajinder Singh Aujla, David Berg, Douglas Bickley, Alexander Briggs, Alexander Brown, Mark Carey, Jim Chramosta, Travis Ciofani, Sofia Devota, Thomas Fyles, Christopher Gill, Kimberly Harvey, Troy Hasanen, Scott Hoekstra, David Hope, Rodney Hughes, Neale Hunt, Katherine Jones, Blair King, Erik Krogh, Danylo Kryzhanovsky, Barry Loescher, Claire Moccock, Matthew Norman, Patrick Novak, Caroline Preston, Julie Saxton, Jennifer Steele, Kevin Taylor, Dennis Wester, Todd Whitcombe, Zheng Zheng

INTRODUCTION Paul West said:	Chair of the Board of Directors takes the chair. I WOULD LIKE TO WELCOME YOU TO THE SIXTH ANNUAL GENERAL MEETING OF THE ASSOCIATION OF THE CHEMICAL PROFESSION OF BRITISH COLUMBIA. MY NAME IS PAUL WEST, I AM THE CHAIR OF THE ACPBC BOARD AND I WILL CHAIR THE MEETING. ITEMS OF BUSINESS INCLUDE: 1. ANNOUNCEMENT OF THE ELECTION OF DIRECTORS AND OFFICERS 2. APPROVAL OF THE FINANCIAL STATEMENTS 3. REPORT OF THE AUDITING COMMITTEE 4. BY-LAW AMENDMENTS ONLY MEMBERS ARE ENTITLED TO TAKE PART IN AND VOTE . I WELCOME INVITED GUESTS
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<p>APPOINTMENT OF SECRETARY</p> <p>Paul West said:</p>	<p>THE MEETING WILL NOW COME TO ORDER. I WOULD LIKE TO ASK ERIK KROGH, OUR SECRETARY TO ACT AS SECRETARY OF THIS MEETING.</p>
<p>EMAILED NOTICE</p> <p>Paul West said:</p>	<p>A MEETING NOTICE WAS EMAILED TO MEMBERS ON JULY 8, 2013. I WOULD ASK THAT THE SECRETARY READ AND TABLE THIS NOTICE (See attachment #1)</p>
<p>READING OF THE NOTICE</p> <p>Erik Krogh (Secretary) read the notice:</p>	<p>On behalf of the Board of Directors of the ACPBC, I am pleased to invite you to the Annual General Meeting of the Association of the Chemical Profession of British Columbia. The AGM will be held on Thursday, August 29, 2013 at 5:30 PM Simon Fraser University Harbour Center 515 West Hastings Street Vancouver BC V6B 3K3 Room 2270</p>
<p>QUORUM (Quorum is 25+% or 10 members whichever is the lesser)</p> <p>Paul West said:</p>	<p>AS A QUORUM IS PRESENT, I WILL PROCEED WITH THE BUSINESS OF THE MEETING.</p> <p>I PROPOSE TO CONDUCT THE VOTE ON EACH MATTER BY A SHOW OF HANDS, AND PROXY CARDS AS REQUIRED.THOSE PARTICIPATING ELECTRONICALLY WILL ALSO BE POLLED.</p>
<p>MEETING REGULARLY CALLED AND DULY CONSTITUTED</p> <p>Paul West said:</p>	<p>I NOW DECLARE THE MEETING IS REGULARLY CALLED AND PROPERLY CONSTITUTED FOR THE TRANSACTION OF BUSINESS.</p>

<p>MINUTES OF THE LAST MEETING</p> <p>Paul West said:</p> <p>Erik Krogh said:</p> <p>Sandy Briggs said:</p>	<p>I WOULD ASK THE SECRETARY TO TABLE THE MINUTES OF THE AGM HELD AUGUST 30, 2012.</p> <p>ARE THERE ANY ERRORS OR OMISSIONS?</p> <p>MOTION: I MOVE THE ADOPTION OF THE MINUTES.</p> <p>I SECOND THAT MOTION</p> <p>CARRIED (none opposed)</p>
<p>ANNOUNCEMENT OF ELECTION OF DIRECTORS</p> <p>Paul West said:</p> <p>Erik Krogh said:</p>	<p>THE BY-LAWS PROVIDE FOR NINE DIRECTORS WHO ARE PROFESSIONAL MEMBERS, AND A DIRECTOR WHO IS AN ASSOCIATE MEMBER AND A DIRECTOR WHO IS A STUDENT MEMBER TO A TOTAL OF ELEVEN.</p> <p>I WILL NOW CALL ON THE SECRETARY TO REPORT ON THE ELECTION OF DIRECTORS</p> <p>AT THE AGM IN 2012 JULIE SAXTON, TARA SIEMANS KENNEDY AND BARRY LOESCHER WERE ELECTED TO THREE YEAR TERMS ENDING IN 2015.</p> <p>IN 2011 TODD WHITCOMBE, ERIK KROGH AND DOUG BICKLEY WERE ELECTED TO THREE YEAR TERMS ENDING IN 2014. THE TERMS OF THREE DIRECTORS EXPIRE AT THIS MEETING SCOTT HOEKSTRA, KEVIN TAYLOR AND PAUL WEST.</p> <p>A CALL FOR NOMINATIONS WAS DULY MADE, AND A REPORT SUBMITTED BY THE NOMINATING COMMITTEE, CIRCULATED TO THE MEMBERSHIP AND TABLED AT THIS MEETING. NO FURTHER NOMINATIONS WERE RECEIVED SO THE NOMINEES DENNIS WESTER, CAROLINE PRESTON, AND SANDY BRIGGS, ARE ELECTED BY ACCLAMATION.</p> <p>I THEREFORE DECLARE THAT DIRECTORS ELECTED TO HOLD OFFICE UNTIL THE CLOSE OF THE 2016 ANNUAL GENERAL MEETING OR UNTIL THEIR SUCCESSORS ARE DULY ELECTED</p>

	<p>OR APPOINTED ARE; DENNIS WESTER, CAROLINE PRESTON, AND SANDY BRIGGS.</p> <p>NO NOMINATIONS HAVE BEEN RECEIVED FOR THE STUDENT MEMBER OF THE BOARD OF DIRECTORS SO AS PROVIDED BY THE BYLAWS, THE STUDENT MEMBER WILL BE APPOINTED BY THE BOARD.</p> <p>AS THERE WERE NO NOMINATIONS FOR ASSOCIATE MEMBER THIS POSITION WILL ALSO REMAIN VACANT UNTIL APPOINTED BY THE BOARD OF DIRECTORS.</p> <p>THE REGISTRAR TOM FYLES IS AN OFFICER OF THE ACPBC APPOINTED BY THE BOARD.</p> <p>THE ACPBC THANKS ROSE LOERKE FOR HER SERVICE AS STUDENT MEMBER IN 2013.</p>
<p>ANNOUNCEMENT OF THE ELECTION OF THE OFFICERS</p> <p>Paul West said:</p> <p>Erik Krogh said:</p>	<p>WE WILL NOW PROCEED WITH THE ANNOUNCEMENT OF THE ELECTION OF THE OFFICERS. THE PRESIDENT OF THE SOCIETY PAUL WEST WAS ELECTED FOR A TWO YEAR TERM IN 2012, EXPIRING AT THE AGM IN 2014. AS PROVIDED FOR IN THE BYLAWS HE WILL ALSO SERVE AS A DIRECTOR IN THE 2013-2014 YEAR</p> <p>I WILL NOW CALL ON THE SECRETARY TO ANNOUNCE THE RESULTS OF THE ELECTION OF OFFICERS:</p> <p>OFFICER POSITIONS TO BE FILLED AT THIS MEETING ARE:</p> <ul style="list-style-type: none"> • THE VICE PRESIDENT & VICE CHAIR OF THE BOARD, THE SECRETARY AND THE TREASURER ALL FOR TERMS OF ONE YEAR. <p>IN THE CALL FOR NOMINATIONS TO THESE OFFICER POSITIONS, IN EACH CASE ONLY ONE NOMINATION WAS RECEIVED FOR EACH POSITION, THOSE PROPOSED IN THE REPORT OF THE NOMINATING COMMITTEE.</p> <p>THEREFORE IT IS MY PLEASURE TO ANNOUNCE THAT THE FOLLOWING HAVE BEEN ELECTED BY ACCLAMATION:</p> <p>BARRY LOESCHAR, VICE PRESIDENT AND VICE CHAIR OF THE</p>

	<p>BOARD; ERIK KROGH, SECRETARY; SANDY BRIGGS, TREASURER. TO HOLD OFFICE UNTIL THE CLOSE OF THE 2014 ANNUAL GENERAL MEETING OR UNTIL HIS SUCCESSOR IS DULY ELECTED OR APPOINTED.</p>
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<p>APPROVAL OF THE FINANCIAL STATEMENTS</p> <p>Paul West said:</p> <p>Sandy Briggs (Treasurer) said:</p> <p>Kevin Taylor said:</p> <p>Paul West said:</p>	<p>WE WILL NOW PROCEED WITH THE APPROVAL OF THE FINANCIAL STATEMENT FOR THE SOCIETY DATED AUGUST 29 2013. I BELIEVE SANDY BRIGGS, TREASURER OF THE ACPBC HAS A MOTION IN CONNECTION WITH THIS MATTER.</p> <p>MOTION: I MOVE THAT THE FINANCIAL STATEMENT, AS DISTRIBUTED, BE ACCEPTED.</p> <p>I SECOND THE MOTION.</p> <p>ARE THERE ANY QUESTIONS OR COMMENTS?</p> <p>CARRIED (none opposed)</p>
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<p>Announcement of the Nominating Committee, the Discipline Committee, and the Membership Committee</p> <p>Paul West said:</p> <p>Tom Fyles said:</p>	<p>I WILL NOW ASK TOM FYLES THE REGISTRAR TO ANNOUNCE THE NAMES OF THE NOMINATING COMMITTEE, THE DISCIPLINE COMMITTEE AND THE MEMBERSHIP AND REGISTRATION COMMITTEE FOR 2013-2014 (REPORT ATTACHED).</p> <p>[TOM FYLES TABLES THE REPORT]</p> <p>NOMINATING COMMITTEE BLAIR KING (2014) TOM FYLES (2016) CHRIS GILL (2016) DANIEL GORSIC (2016)</p>
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<p>Paul West said:</p>	<p>KANDIS POHL (2014)</p> <p>DISCIPLINE COMMITTEE GRANT BRUCE (CHAIR) (2014) DIANE LUSZNAK (2014) RAJ AUJLA (2015) BRIAN COLLISTER (2016) CHRIS GILL (2016)</p> <p>MEMBERSHIP AND REGISTRATION COMMITTEE ANDY PICKARD (CHAIR) (2014) DAVE HOPE (2015) SIMONE MOL (2015) ON LEAVE TO JULY 2014 PATRICK NOVAK (2014) CHRIS ORVIG (2016) ON LEAVE TO JANUARY 2014 TODD WHITCOMBE (2016)</p> <p>THE COMMITTEE MEMBERSHIP WILL BE POSTED ON THE ACPBC WEBSITE. THE ASSOCIATION WOULD LIKE TO FORMALLY RECOGNIZE MEMBERS FOR THEIR SERVICE BY CONTRIBUTING TO THESE COMMITTEES.</p>
<p>Report of the auditing Committee</p> <p>Appointment of the Auditing Committee</p> <p>Paul West said:</p> <p>Erik Krogh said:</p>	<p>WE WILL NOW PROCEED TO THE AUDITING COMMITTEE REPORT FOR THE 2012 FINANCIAL YEAR. THE REPORT HAS BEEN TABLED AS REQUIRED BY THE BY LAWS.</p> <p>ARE THERE ANY QUESTIONS OR COMMENTS ON THE REPORT?</p> <p>DEANNA COTTRELL AND DAVE HOPE HAVE AGREED TO SERVE ON THE AUDITING COMMITTEE FOR 2013-2014 I PROPOSE THE FOLLOWING EXECUTIVE MOTION</p> <p>MOTION: THAT THE BOARD APPOINT THE AUDITING COMMITTEE OF TWO MEMBERS IN GOOD STANDING: DEANNA COTTRELL AND DAVE HOPE TO AUDIT THE FINANCIAL STATEMENTS OF THE ASSOCIATION FOR THE 2013 YEAR AND REPORT TO THE ANNUAL MEETING OF THE MEMBERS IN 2014.</p>

	<p>IS THERE ANY DISCUSSION?</p> <p>ALL THOSE IN FAVOUR? OPPOSED?</p> <p>CARRIED (none opposed)</p>
<p>Recognition of Retiring members</p> <p>Paul West said:</p>	<p>IN EACH YEAR AS THE ROTATION OF DIRECTORS HAS REACHED FULL IMPLEMENTATION, WE HAVE DIRECTORS WHO WILL HAVE REACHED SIX YEARS OF SERVICE OR WOULD EXCEED SIX YEARS IF ELECTED TO A FURTHER THREE YEAR TERM.THEY ARE ELIGIBLE FOR REELECTION AFTER ONE YEAR.</p> <p>EACH RETIREMENT MEANS THAT PEOPLE WHO HAVE GIVEN DISTINGUISHED SERVICE LEAVE THE BOARD,.AND THE ACPBC WISHES TO ANNUALLY RECOGNIZE THEIR SERVICE WITH A COMMEMORATIVE CERTIFICATE.</p> <p>I WOULD LIKE TO CALL ON KEVIN TAYLOR AND SCOTT HOEKSTRA TO COME FORWARD TO RECEIVE CERTIFICATES OF APPRECIATION.</p>
<p>Annual report of the Directors</p> <p>Paul West said:</p>	<p>THE ANNUAL REPORT OF THE SOCIETY IS BEING DISTRIBUTED TO THE MEMBERS AND IS TABLED AT THIS MEETING. A DISCUSSION SESSION IS SCHEDULED AFTER THIS MEETING.</p>
<p>Amendments to the Bylaws of the society</p> <p>Paul West said:</p>	<p>WE WILL NOW PROCEED TO CONSIDERATION OF AMENDMENTS TO THE BYLAWS.THE AMENDMENTS WERE DISTRIBUTED TO THE MEMBERSHIP OF THE ACPBC BY EMAIL ATTACHMENT.</p> <p>I PROPOSE TO PROCEED AS FOLLOWS. THE AMENDMENTS WILL BE PRESENTED IN THREE EXECUTIVE MOTIONS. IN EACH CASE THE REGISTRAR WILL OUTLINE THE AMENDMENT AND ITS RATIONALE AND RESPOND TO QUESTIONS, AND I</p>

Tom Fyles
(Registrar) said:

WILL THEN CALL FOR A VOTE.

MOTION 1: THAT THE BYLAWS OF THE ACPBC BE AMENDED AS FOLLOWS:

Section 1.01 Definitions

“Registered Member” means a member who is a Professional Chemist, or a Chemist in Training, a Professional Technologist in Chemistry, or a Registered Technologist in Chemistry;

Section 13.01 Categories of Membership

The category of Member of the Association is reserved for those persons otherwise in good standing who by reason of their education and ~~for~~ experience are deemed by the Membership and Registration committee to be eligible for registration as a Professional Chemist, or professional Chemist in Training, a Professional Technologist in Chemistry, or a Registered Technologist in Chemistry. Registered members and are subject to the further rights and obligations specified by these By-Laws.

Section 13.04 (new)

13.04 Professional Technologist in Chemistry - Upon registration as a Professional Technologist in Chemistry in British Columbia, a member shall have the right to the title Professional Technologist Chemistry, P.T.Chem.

Section 13.05 (new)

13.05 Registered Technologist in Chemistry - Upon registration as a Registered Technologist in Chemistry in British Columbia, a member shall have the right to the title Registered Technologist Chemistry, R.T.Chem.

Section 13.04 (old) revised numbering to 13.06

13.046 Criteria for Categories of Membership - The Board on recommendation of the Membership and Registration committee and in consultation with the membership shall establish criteria for the classes of membership of the association, ~~and for~~

13.06a... text follows from the current section 13.04

13.06b For registration as Professional Technologist in Chemistry and Registered Technologist in Chemistry, such criteria shall include as a minimum a two-year program in chemical technology accredited by the Canadian Technology Accreditation Board (CTAB) or equivalent. Additionally, the

	<p><u>criteria shall include a period of work in a chemistry-related field, for a company, academic institution, non-governmental organization, government body, or other organization. The criteria for registration as a Registered Technologist in Chemistry shall require a minimum period of two years of post-diploma work experience. The criteria for registration as Professional Technologist in Chemistry shall require a minimum period of seven years of post-diploma work experience, and shall additionally require documented demonstration of competency in chemistry.</u></p> <p>Sections now numbered 13.05 and 13.06 require renumbering to 13.07 and 13.08 respectively.</p>
Paul West said:	<p>IS THERE FURTHER DISCUSSION?</p> <p>ALL IN FAVOUR? OPPOSED?</p> <p>CARRIED (none opposed)</p>
Tom Fyles said:	<p>MOTION 2: THAT THE BYLAWS OF THE ACPBC BE AMENDED AS FOLLOWS:</p> <p>13.02 <u>Professional Chemist</u> - Upon registration as a Professional Chemist in British Columbia, a member shall have the right to the title Professional Chemist, PChem <u>P.Chem.</u></p> <p>13.03 <u>Chemist in Training</u> - Upon registration as a professional Chemist in Training in British Columbia, a member shall have the right to the title Chemist in Training, CHTC.I.T.</p> <p><u>13.06a</u> <u>For</u> registration as Professional Chemist and Chemist in Training- such criteria shall include as a minimum a four-year undergraduate chemistry degree (B.Sc. level), normally consisting of at least eight courses of two-term duration each (lectures plus associated laboratory work). Additionally, the criteria shall include a period of post graduate work in a chemistry-related field, for a company, academic institution (including post-graduate study beyond the B.Sc), non-governmental organization, government body, or other organization. The criteria for registration as a Professional Chemist shall require a minimum period of two <u>four</u> years of post-graduate work experience. The criteria for registration as a Chemist in Training shall require commencement of post-graduate work experience, and a period of less than years at the time of application.</p>

Paul West said:	<p>IS THERE FURTHER DISCUSSION?</p> <p>Dave Hope asked at what point this change take effect. It was stated to take effect as of Jan 1, 2014.</p> <p>ALL IN FAVOUR? OPPOSED? CARRIED (none opposed)</p>
Tom Fyles said:	<p>MOTION 3: THAT THE BYLAWS OF THE ACPBC BE AMENDED AS FOLLOWS:</p> <p>Section 13.09 (new)</p> <p><u>13.09 Deemed equivalence - The Board may at its sole discretion deem that the scope and extent of an applicant's working experience in chemistry in conjunction with the applicant's educational background is equivalent to the requirements for registration of the applicant as Professional Chemist given in section 13.06a.</u></p> <p>Subsequent sections now numbered from 13.07 (Regulated members) to the end of section 13 require renumbering.</p>
Paul West said:	<p>IS THERE FURTHER DISCUSSION?</p> <p>There was brief discussion of how this will impact non-BSc Chemist applicants and whether or not the Board could recommend additional chemistry coursework. The changes in Motion 3 would take effect immediately.</p> <p>ALL IN FAVOUR? OPPOSED? CARRIED (none opposed)</p>
<p>OTHER BUSINESS</p> <p>Paul West said:</p>	<p>IS THERE ANY OTHER BUSINESS?</p>
<p>TERMINATION OF THE MEETING</p> <p>Paul West said:</p> <p>Dave Hope said:</p>	<p>IF THERE IS NO FURTHER BUSINESS TO BE BROUGHT BEFORE THE MEETING, I SHALL ASK FOR A MOTION TO TERMINATE THE MEETING.</p> <p>I MOVE THAT THE MEETING TERMINATE.</p>

Doug Bickley said:	I SECOND THE MOTION.
Paul West said:	YOU HAVE HEARD THE MOTION. ALL IN FAVOUR? CONTRARY, CARRIED (none opposed)
Paul West said:	I NOW DECLARE THE MEETING TERMINATED