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## **PIBC BOARD MEETING – SUMMARY NOTES**

**January 25, 2019**

*The following is a summary of the meeting of the Board of Directors of the Planning Institute of British Columbia (PIBC), held on the date noted above, and is provided for the information of members. A copy of this summary was also published and circulated in PIBC's quarterly magazine Planning West.*

### **January 2019**

On January 25, 2019 the PIBC Board of Directors met in Vancouver.

#### **President**

Andrew Ramlö MCIP, RPP provided an update on various activities including: translation work by the Professional Standards Board (PSB) for the Professional Examination; discussions with counterparts across the country to develop and implement a joint national compensation and benefits survey; and his recent attendance at meetings with local federal Members of Parliament. There also was discussion regarding member feedback from a recent Chapter event, and follow-up work undertaken. There also was discussion about Institute support for new PIBC Presidents attending national meetings at the annual CIP conference during the transition to new Board terms.

#### **Board & Governance**

The Board reviewed the work to-date on the various goals and tasks from the 2017-2019 Strategic Plan and discussed opportunities and requirements to complete ongoing and remaining tasks.

The Chairs of the Institute's Governance & Nominating and Professional Conduct Review Committees provided brief updates on recent activities for their respective committees. Director of Finance & Member Services, Ryan Noakes, also provided a brief update on recent activities of the Awards & Recognition Committee.

The Board reviewed and approved the adoption of a revised Administrative Policy 2.1 (Governance & Nominating Committee). The Board also directed staff to explore further potential revisions to the policy.

The Board reviewed the potential 2019-2021 Board meeting schedule, including discussion options to hold more Board meetings in locations outside Vancouver, and for opportunities for the Board to connect with government officials.

The Board approved and confirmed that the Institute's 2019 Annual General Meeting shall be held on Wednesday, May 8, 2019, at The Westin Bayshore, Vancouver hotel.

#### **Administration & Finance**

Executive Director, Dave Crossley, reported on ongoing and key activities at the PIBC Office.

The Board reviewed the Institute's unaudited 2018 year-to-date finances, for information. The Institute continues to maintain a healthy financial position, with operations largely keeping within overall budget objectives. It was noted that the audit of the 2018 fiscal year would begin in February.

The Board approved confirming the allocation and amounts of the Institute's various internally restricted reserves funds as of the end of the 2018 fiscal year, in keeping with Institute policies on financial reserves.

### **Member Programs & Services**

The Board approved amending the Institute's 2019 operating budget to reallocate funding for Student members, to support the opportunity for more Student members to attend the 2019 BC Land Summit conference in Vancouver.

### **National Affairs**

The Board confirmed an earlier approval of an email resolution of November 21, 2018, regarding the revised national Standards for the Certification of Academics as circulated by the Professional Standards Committee (PSC).

The Board also confirmed the re-appointment of Kerry Pateman MCIP, RPP as the Institute's representative on the Professional Standards Committee for the Planning Profession in Canada (PSC), and directed staff to explore revisions to any applicable Institute policies or practices to provide for the PSC representative to report back to the Board on a regular basis.

### **Committee Reports & Business**

**Professional Standards & Certification:** The Board approved the admission of a number of new members, and a number of membership transfers and changes, as well as approving the extension of membership eligibility for a number of Candidate members, in order for them to complete the certification process and become Certified members (Registered Professional Planners). The Board further approved the revocation of memberships for Student members who had exceeded the time limits on membership prescribed in the bylaws, effective as of the end of 2018.

**Member Engagement:** The Board reviewed the report of recent activities of the Member Engagement Committee. It was noted that recent dialogue was held with the Association of Regional District Planning Managers, many of whom are PIBC members, regarding possible future collaboration.

**Continuous Professional Learning:** The Board reviewed the report of recent activities of the Continuous Professional Learning Committee. It was noted the Institute's CPL webinars have expanded substantially (in terms of registration numbers, topics, and revenue) in the four years since the Institute's first piloted them.

**Policy & Public Affairs:** The Board reviewed the report of recent activities of the Policy & Public Affairs Committee. The Board approved the final proposed terms of reference for a Climate Action Subcommittee, and endorsed a call for expressions of interest be undertaken to populate the subcommittee as required.

### **Local Chapters**

**Central-North:** The Board approved the appointment of Hillary Morgan MCIP, RPP (Chair); Maria Sandberg MCIP, RPP; and Ashley Murphy (Candidate) to the Chapter Committee for the current term.

**Sunshine Coast:** The Chapter's 2017 and 2018 annual reports were reviewed. The Board approved receipt of the reports and the release of the Chapter's 2019 annual seed funding. There was discussion regarding the challenges the Chapter faces in organizing events for local members, and follow-up work with the Chapter to assist in overcoming those challenges.

### **Other Business & Correspondence**

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The Board endorsed the nomination of Leslie Shieh MCIP, RPP as the Institute's representative on the City of Vancouver's Chinatown Historic Area Planning Committee for a term of up to four years.

The Student member representatives from each of the accredited university planning programs provided brief update reports regarding activities at their respective programs.

**Next Meeting(s)**

It was noted that the next meeting would be held Friday, March 15, 2019 in Prince George (and via telephone teleconference).

**Contact Us:**

The Planning Institute of British Columbia  
#1750 – 355 Burrard Street  
Vancouver, B.C. V6C 2G8  
Canada  
Tel: 604.696.5031  
Toll-free: 1.866.696.5031  
Fax: 604.696.5032  
Email: [info@pibc.bc.ca](mailto:info@pibc.bc.ca)