



## ACPA Annual General Meeting Minutes

**When:** Saturday June 15, 2013

**Where:** Acclaim Hotel Calgary Airport  
123 Freeport Blvd. NE  
Calgary, AB

**Present:**

Aquinde, Maria  
Atia, Mohammed  
Backs, Stan  
Bassore, Soloman  
Bedwin, Christa  
Blumhagen, Jenny  
Burke, Don  
Coker, Prescious  
\*Crighton, Doug  
Dougherty, Sarah  
Dunn, Kevin  
Eshghabadi, Sarah  
Evans, Catherine  
Hanearin, Sally  
Harnish, Shane  
James, David  
Janzen, Kathy  
Johnson, Kevin  
Kamar, Amida  
Kamau, Patrick

Kamenz, Breanne  
Karim, Nishma  
Kavousian, Atosa  
Kim, Si Rim  
Kirji, Aminmohamed  
Kowalchuk, Matthew  
LaPerle, Adina  
Larter, Steve  
Li, Yong  
Palafox, Maria  
Meints, Jesse  
Millen, Andrea  
Munter, Karoliina  
NG, Sean  
Ogoke, Ngozi  
Oladepo, Sulayman  
Olaru, Iulia  
Oparah, Luke  
Parks, Trent  
Platts, Nick

Pretorius, Julius  
Rasekh, Reta  
Rice, Mark  
Rubinstein, Ian  
Saffa, Alfred  
Schmidt, Ken  
Schwass, David  
Shevalier, Maurice  
Shoute, Liam  
Sumague, Myra  
Sutherland, Francis  
Swyngedouw, Chris  
Taylor, Robert  
Tsang, Brian  
Tsang, Josephine  
Wong, Jodi  
Yang, Bill  
Zohrehvand, Shiva

\*denotes representation by proxy

## MINUTES

<i>No.</i>	<i>Item</i>	<i>Action</i>
<b>1.0</b>	<b>Call to Order</b>	
	The President, Chris Swyngedouw, called the meeting to order at 2:12 p.m.	
<b>2.0</b>	<b>Adoption of the Agenda</b>	
	Agenda accepted as presented.	
	<b>Moved. Seconded.</b>	<b>CARRIED</b>
<b>3.0</b>	<b>Introduction of the Board of Directors and ACPA Committees</b>	
	- The Board of Directors and ACPA Committee members were introduced.	
<b>4.0</b>	<b>Adoption of the Minutes from Annual General Meeting on June 9, 2012</b>	
	Minutes approved as presented.	



	<b>Moved:</b> Chris Swyngedouw <b>Second:</b> Stan Backs	<b>CARRIED</b>
<b>5.0</b>	<p><b>The President's Address</b></p> <ul style="list-style-type: none"> <li>- Chris Swyngedouw reported on two main aspects of ACPA's strategic goals; membership growth and becoming better recognized.</li> <li>- Membership growth includes;             <ul style="list-style-type: none"> <li>o Ease of registration</li> <li>o Facilitation;                 <ul style="list-style-type: none"> <li>- Executive Director acquired and has provided many benefits.</li> <li>- Improved presidential cycle with addition of a President-Elect position.</li> <li>- ManageWise assists with events, registration and minute taking. This allows the Board to focus on important issues.</li> <li>- Budget adjusted to increase advertising.</li> </ul> </li> <li>o New membership categories</li> <li>o Cooperation;                 <ul style="list-style-type: none"> <li>- Cooperation with other professional organization such as the Biologists, Foresters, JEPP, CPC and ASET.</li> <li>- Cooperation with the Government regarding legislation and sign-off authority.</li> </ul> </li> <li>o Relevance                 <ul style="list-style-type: none"> <li>- Provide courses and seminars.</li> <li>- Explore the potential of providing lunch and learn events.</li> </ul> </li> </ul> </li> <li>- Becoming better recognized includes:             <ul style="list-style-type: none"> <li>o Public Awareness                 <ul style="list-style-type: none"> <li>- Increased involvement in science fairs.</li> </ul> </li> <li>o Student Outreach                 <ul style="list-style-type: none"> <li>- Presentations at Universities.</li> <li>- Provide information for new students and new graduates.</li> <li>- Increased cooperation with Universities.</li> </ul> </li> <li>o Membership Involvement                 <ul style="list-style-type: none"> <li>- Increased membership involvement in committees and outreach efforts.</li> <li>- Nominations for new Board Members are needed.</li> <li>- Help from membership regarding recruitment and membership renewal reminders.</li> </ul> </li> </ul> </li> </ul>	
<b>6.0</b>	<b>Annual Reports</b>	
	<p><b>a. Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>- Sally Hanearin reported on the 2012 finances.</li> </ul>	



	<p><b>i. Resolution to Retain Auditor</b> Independent Auditors were retained to audit 2012 financial statement and transactions.</p> <p><b>ii. Resolution to Approve 2012 Audited Financial Statements</b> <b>Moved</b> to accept the 2012 Audited Financial Statements <b>Moved:</b> Sally Hanearin <b>Second:</b> Christa Bedwin</p>	<b>CARRIED</b>
	<p><b>b. Registrar's Report</b></p> <ul style="list-style-type: none"> <li>- Patrick Kalita provided the Registrar's report. <ul style="list-style-type: none"> <li>o 492 current members comprised of: <ul style="list-style-type: none"> <li>▪ 398 P.Chem</li> <li>▪ 7 Provisional P.Chem</li> <li>▪ 3 Registered Chemists</li> <li>▪ 30 CIT</li> <li>▪ 2 Registered Technologists</li> <li>▪ 13 Retired Members</li> <li>▪ 4 Associate Members</li> <li>▪ 35 Student Members</li> </ul> </li> <li>o 54 new members have been gained since last year.</li> <li>o Registration committee meets every 6 to 8 weeks.</li> </ul> </li> </ul> <p>Question: Are all unpaid members being struck? Answer: Several reminder letters are sent as well as follow up phone calls are performed before an unpaid member is struck. <b>Motion</b> to accept the Registrar's Report as presented at the 2013 annual general meeting. Motion: Patrick Kalita Second: Ken Schmidt</p>	<b>CARRIED</b>
<b>7.0</b>	<b>New Business</b>	
	<p><b>a. Resolution to Revise Bylaws with Respect to Membership Categories</b></p> <ul style="list-style-type: none"> <li>- Kathy Janzen met with Adrian Pritchard, Wayne Williams and a legislative administrator from POARA regarding the new membership categories that were approved last year. Roles and sign off authorization were analyzed. Concerns were raised about the Registered Chemist category.</li> <li>- Adrian Pritchard explained that there cannot be a membership category where some members have sign off authorization and some do not. Limited sign off for the Chemical Technologists requires a separate category. A Professional Technologist in Chemistry category was recommended by Adrian Pritchard.</li> <li>- Proposed new category descriptions are as follows:</li> <li>- Professional Technologist in Chemistry (P.Tech.Chem.) <ul style="list-style-type: none"> <li>o Must be an R.Chem or an R.T. Chem to apply.</li> <li>o Application to Practice Review Committee for approval for limited scope of practice based on</li> </ul> </li> </ul>	

	<p>education and experience.</p> <ul style="list-style-type: none"> <li>○ Limited sign-off privileges and P.Tech.Chem stamps</li> <li>- Registered Chemist (R.Chem) <ul style="list-style-type: none"> <li>○ Minimum of BSc degree in chemistry <ul style="list-style-type: none"> <li>▪ 12 single semesters of chemistry coursework.</li> <li>▪ 4 semesters at senior level.</li> <li>▪ 1 semester in each of the 4 major disciplines.</li> </ul> </li> <li>○ Minimum four year full-time work experience.</li> </ul> </li> <li>- Registered Chemist in Training (R.C.I.T.) <ul style="list-style-type: none"> <li>○ University BSc degree in chemistry.</li> <li>○ No full-time work experience yet.</li> </ul> </li> <li>- Registered Technologist in Chemistry (R.T.Chem.) <ul style="list-style-type: none"> <li>○ Minimum of 2 year CTAB accredited technical college diploma in chemistry.</li> <li>○ Minimum of 2 years of full-time work in chemistry.</li> </ul> </li> <li>- Chemical Technologist in Training (C.T.T.) <ul style="list-style-type: none"> <li>○ Minimum of 2 year CTAB accredited technical college diploma in chemistry.</li> <li>○ No full-time work experience yet.</li> </ul> </li> <li>- This structure has been approved by Adrian Pritchard.</li> <li>- Proposed amendments to bylaws are to include the new membership categories and small housekeeping items which were posted on the website and emailed.</li> <li>- Large amount of chemists fall into the R.Chem category area, if mandatory registration becomes a reality, this membership category/stream is a necessity.</li> <li>- ACPA is better off including the new categories as the new members will be bound by the ACPA code of ethics, which in turn helps protect the public.</li> </ul> <p><b>Moved</b> to accept the new membership categories as proposed.  <b>Moved:</b> Maurice Shevalier <b>Second:</b> Chris Swyngedouw  Abstained: Francis Sutherland, Doug Crighton, Catherine Evans, Julius Pretorius, Shane Harnish, Atosa Kavousian  <b>Moved</b> that the bylaw amendments be accepted as presented and published.  <b>Moved:</b> Dave Schwass <b>Second:</b> Sally Hanearin  Abstained: Francis Sutherland, Julius Pretorius, Doug Crighton, Atosa Kavousian</p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p>
	<p><b>b. Alberta Update – Adrian Pritchard</b></p> <ul style="list-style-type: none"> <li>- Adrian Pritchard was unable to attend. Kathy Janzen reported on the Alberta updates.</li> <li>- ACPA has been working with the Biologists and the Foresters regarding increased cooperation to improve efficiency and increase political clout.</li> <li>- Adrian Pritchard is encouraging the groups to join</li> </ul>	



	<p>under one legislative umbrella act.</p> <ul style="list-style-type: none"> <li>- A major benefit to ACPA from this act would be mandatory registration. All people who qualify as a professional chemist would be required to become a member of the ACPA.</li> <li>- meeting of 22 professional associations to discuss common concerns (e.g., slow appointment of public members)</li> </ul> <p><b>Question:</b> Mandatory registration is included in the Forestry Act? Would that put limitations on the ACPA?</p> <p><b>Answer:</b> The Forestry Act is currently the act that has mandatory registration included. If the Biologists, Chemists, and Foresters align under an umbrella act, then the Forestry Act will be amended to cover all three professions.</p> <p><b>Question:</b> Why out of the 22 professional organizations in Alberta are the Biologists and Foresters the only two groups that ACPA wants to explore joint legislation with?</p> <p><b>Answer:</b> These groups are interested in working together and are in similar situations. ASPB and ACPA are currently under POARA which only gives right to title, not right to practice. Individual acts regarding mandatory registration for both associations would be very challenging to attain, it is easier to achieve mandatory registration under an umbrella act.</p> <p><b>Question:</b> Why are the Agrologists not included?</p> <p><b>Answer:</b> The Agrologists already have their own act and therefore have no incentive to join.</p>	
	<p><b>c. Canada's Professional Chemists (CPC) Update - Dave Schwass</b></p> <ul style="list-style-type: none"> <li>- David Schwass reported on the history and purpose of the CPC.</li> <li>- Alignment of membership criteria, ethics and discipline should be occurring nationally.</li> <li>- Professional and financial responsibility regarding mandatory insurance coverage is a large topic. Alberta and British Columbia already have a model for this. National E &amp; O insurance plan for professional chemists will be launched in the near future.</li> <li>- ACPA is aligning itself with the other provinces.</li> </ul>	
<b>8.0</b>	<b>ACPA Scholarships and Awards</b>	
	<p><b>a. Science Fair Awards</b></p> <ul style="list-style-type: none"> <li>- Two awards, the ACPA Alberta Chemist Award and the ACPA Rick Dillen Memorial Award, were given out in each of the Calgary and Edmonton Science Fairs.</li> <li>- The Canada Wide Science Fair took place in Lethbridge at which ACPA had an informational booth, organized by Breanne Kamenz.</li> </ul>	



	<b>b. Arthur Bollo-Kamara Graduate Scholarship</b> - Breanne Kamenz (U of Lethbridge) was presented with the ACPA Arthur Bollo-Kamara Graduate Scholarship.	
	<b>c. Frank Bachelor Award for Service to the Chemical Profession</b> - Robert Taylor was awarded the Frank Bachelor Award for Service to Chemical Profession.	
<b>9.0</b>	<b>Chemist's Ring Ceremony</b> - Chemist rings were presented to Robert Taylor, Rezo Rasekh, Sara Eshghabadi, Allan San Juan and Gay Renouf.	
<b>10.0</b>	<b>Adjournment</b>	
	Chris Swyngedouw adjourned the meeting at 4:14 p.m.	<b>Adjourned</b>

Prepared by Tamara Meyer  
ACPA Office