



ACPA Annual General Meeting Minutes

When: Saturday May 7, 2016

Where: Executive Royal Inn
Leduc, AB

Attendees:

Mohammed Atia	Sally Hanearin	Noor Saleh
Stan Backs	Jessica Hersey	Ken Schmidt
Barry Bennett	Fiona Hess	Sanjay Sharma
Dwayne Bennett*	Kathy Janzen	Maurice Shevalier
Radley Brown	Patrick Kalita	Cindy Slupsky
Don Burke	Patrick Kamau	Sean Stewart
Emy Chan	Abdel Kharrat	Sarah Stilson
Steven Chaulk	Lenn Liwanag	Myra Sumague
Marissa Clapson	Duncan Mathers	Josephine Tsang
Jean Cooley	Tom McCartney	Stephen Twa
John Crabtree	Tamara Meyer	Don White
Darren Crichton	Melissa Mitchell	Jodi Wong
Natsuko Cyr	Sean Ng	Kenneth Yap
Ken Davies	George Njuacha	
Nada Djokic	Mark Poirier	
Kevin Dunn	Julius Pretorius	
Catherine Evans	Adrian Pritchard	*denotes proxy
Mike Gao	Wally Qiu	
Norman Gee	Mark Rice	

MINUTES

<i>No.</i>	<i>Item</i>	<i>Action</i>
1.0	Call to Order	
	The President, Kevin Dunn, called the meeting to order at 2:17 p.m.	
2.0	Introductions	
	The AGM guests; Board of Directors; Board of Director nominees; and ACPA Committee members were introduced.	
3.0	Election of Directors	
	Court Sandau resigned from the Board after the election was called, leaving a 5 th Board position vacant. John Crabtree, Mike Zhi Gao, Abdel Kharrat, Samuel Odemuyiwa and Sarah Stilson were elected. Motion to declare the new members of the Board elected and to destroy the ballots from the election. Moved: Patrick Kalita Second: Ken Schmidt	CARRIED
4.0	Review of 2015 AGM Minutes	
	Motion to accept the minutes from the 2015 AGM as presented. Moved: John Crabtree Second: Sally Hanearin	CARRIED
	Kevin Dunn reported on the following; <ul style="list-style-type: none"> - Professional Development Courses; <ul style="list-style-type: none"> o Landfill & Lagoon Leachate Liabilities <ul style="list-style-type: none"> ▪ Held in Lloydminster on April 8, 2016 in conjunction with ACPS. ▪ 30 registrants with \$3000.00 profit shared between ACPA and ACPS. o PAH Short Course <ul style="list-style-type: none"> ▪ Course had to be cancelled due to circumstances beyond ACPA's control. o Industrial Chemistry and Engineering Conference (ICE 2016) <ul style="list-style-type: none"> ▪ Due to the current economic situation, the CSC decided not hold this conference. - Professional Ethics for Chemists; <ul style="list-style-type: none"> o Mandatory that current registered professional members complete course by December 31, 2016. o 337 have completed the course to date. o C.I.T.'s and P.Chem (Prov) must complete the course prior to reclassification to P.Chem status. o Newly registered professional members must 	

	<p>complete course before they are issued a stamp.</p> <ul style="list-style-type: none"> ○ Timeline: <ul style="list-style-type: none"> ▪ December 2016: Deadline for all current professional members to complete ethics training. ▪ January 2017: Noncompliant members must register for ethics course before 2017 membership card is issued. ▪ December 2017: Members who have not completed ethics course will be struck from the register. - Online Jurisprudence Course; <ul style="list-style-type: none"> ○ Funded under the Alberta Government's Foreign Qualification Recognition Plan for Alberta. ○ Intent is to replace the current requirement for one year of Canadian experience. ○ Will be mandatory for all registered professional members. ○ Development is underway, led by the ACPA's Legislative Committee. ○ Course Content; <ul style="list-style-type: none"> ▪ Module 1: Regulation of the Chemistry Profession ▪ Module 2: Continuing Competence and Professional Scope of Practice ▪ Module 3: Due Diligence in Business, Employment, and Labour Matters - Regulatory Activities; <ul style="list-style-type: none"> ○ New Professional Practice Standard for Alberta Wetland Policy. ○ Update to Regulations to add new membership categories for Technologists. ○ Environmental Professions Act. ○ Exclusive scope of practice/mandatory registration. ○ Overview of regulatory sign-off, professional scope of practice, and professional development credits were reviewed in relation to current and future regulations. <p>Adrian Pritchard was introduced and gave greetings from the Government. Overview of Government departments and current work was given. Labour legislature is the main focus; professional legislature is going through a slow phase. The Environmental Professions Act is still ongoing.</p> <ul style="list-style-type: none"> - Student Outreach Activities; <ul style="list-style-type: none"> ○ Kings University - Presentations 	
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	<ul style="list-style-type: none"> ○ University of Alberta - Careers Day ○ University of Calgary - Student Events ○ University of Lethbridge - Meetings with Faculty and student seminar ○ Concordia University of Edmonton Career Fair ○ Science fair judges ○ USB keys given to chemistry graduates (212) - Member Benefits; <ul style="list-style-type: none"> ○ Errors & Omissions Insurance – changing insurers to HUB International ○ Park N Fly Airport Parking discount ○ TD Meloche Monnex home & auto insurance ○ ARTA Retiree Benefits Plan ○ Ongoing improvements to our website 	
6.0	Treasurer's Report	
	<p>Sally Hanearin reported on the 2015 finances. Items of note include;</p> <ul style="list-style-type: none"> - Income from membership, short courses, investments and website postings. - Expense increase due to Executive Director costs and website expenditures. - A large thank you to James LeBlanc and Daren Crichton for auditing the 2015 ACPA finances. <p>Questions/Comments from the floor:</p> <p>Are the increased website fees constant or one-time costs? <i>Membership database and online application system were the main expenses.</i></p> <p>What is the projected loss for the 2016 budget? <i>The budgeted loss for 2016 is approximately \$30,000.00</i></p> <p>What is the plan to manage costs? <i>An Executive Committee was formed to look at this issue. ACPA feels membership growth is eventually going to cover the deficit. Unfortunately the financial situation is slightly worse than expected due to several short courses that were unable to proceed. New regulations will have a large effect on ACPA's membership numbers.</i></p> <p>Have member donations to the association been considered? <i>It may be an option but has not been explored. Some sponsorship currently exists for the short courses but could be used for other events such as the AGM. Suggestion was given to make courses accessible for students.</i></p>	

	<p>Motion to accept the 2015 financial statements. Moved: Melissa Mitchell Second: John Crabtree</p>	CARRIED
7.0	Registrar's Report	
	<ul style="list-style-type: none"> - Patrick Kalita provided the Registrar's report. <ul style="list-style-type: none"> o 636 current members comprised of; <ul style="list-style-type: none"> ▪ 441 P.Chem ▪ 19 Provisional P.Chem ▪ 13 Registered Chemists ▪ 49 Chemists in Training ▪ 5 Registered Chemists in Training ▪ 6 Registered Technologists ▪ 16 Retired Members ▪ 1 Associate Members ▪ 86 Student Members o 94 current unpaid members comprised of; <ul style="list-style-type: none"> ▪ 69 P.Chem ▪ 6 Provisional P.Chem ▪ 1 Registered Chemist ▪ 14 Chemists in Training ▪ 1 Registered Technologist ▪ 3 Retired Members o If not paid by end of summer 2016, members will be struck. o Membership trends; <ul style="list-style-type: none"> ▪ Positive growth trend through 2014 - 2016. ▪ There are approximately 12 member applications in the queue; 25 student members about to be approved. <p>Motion to approve the Registrar's report as presented. Moved: Stan Backs Second: Maurice Shevalier</p>	CARRIED
8.0	Federation of Canada's Professional Chemists (FCPC)	
	<ul style="list-style-type: none"> - Federation of Canada's Professional Chemists was formed in June 2014. - Provincially Incorporated Members include; <ul style="list-style-type: none"> o Ordre des Chimistes du Quebec (OCQ) o Association of the Chemistry Profession of Alberta (ACPA) o Association of the Chemistry Profession of British Columbia (ACPBC) o Association of the Chemistry Profession of Saskatchewan (ACPS) o Association of the Chemistry Profession on Ontario (ACPO) o Nova Scotia Chemists' Society (NSCS) - Two new provincial regulatory bodies being formed: 	

	<ul style="list-style-type: none"> ○ Association of the Chemistry Profession of Manitoba ○ Association of the Chemistry Profession of New Brunswick. <p>In addition, three members of the Canadian Society for Chemistry (CSC) sit as Ex-Officio representatives.</p> <ul style="list-style-type: none"> - Priorities for 2016-2017; <ul style="list-style-type: none"> ○ Share best practices for professional chemists. ○ Establish Regulatory Bodies for professional chemists in all provinces. ○ Work to elevate the profile of Professional Chemists. ○ Maintain liaison with CSC and membership in the Canadian Network of Agencies for Regulation (CNAR). - Minimum Education Standard for P.Chem. <ul style="list-style-type: none"> ○ Program accredited by the Canadian Society for Chemistry (CSC), or the OCQ / Quebec provincial accreditation, or equivalent. ○ University degree in a program with at least 1000 hours of instruction in the study of the chemical sciences ('molecular entities'). ○ Allows for specialization in area of practice. ○ Basis for transfer of chemists between provincial regulatory bodies. ○ Develop framework of procedures and application form to assure mobility of professional chemists (adopted by all through MOU). <p>Questions/Comments from the floor;</p> <p>When you graduate, you may specialize in one area but are still applicable to be hired in other areas; how can the ACPA say a member cannot practice in that area even though they have been deemed qualified for the position?</p> <p><i>Members can have more than one area of practice but you have you be able to demonstrate a competency in each area. If you have a traditional chemistry degree covering all the courses this will not be an issue. If you specialize in your senior courses then you should only practice in the area you are competent/specialized in.</i></p> <p>How will this take foreign trained chemists into account? <i>They will be treated the same as Canadian-trained chemists.</i></p>	
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	<p><i>They will be held to the same standards and self-declare their scope the same as others. They will be required to complete the ethics and jurisprudence courses as well.</i></p> <p>How will the changes in careers/training be tracked? <i>Members will self-declare their areas of expertise and scope. Members will be expected to substantiate their competencies. If a member changes their field and are audited, they will be asked to provide proof of training.</i></p> <p>Will ACPA sponsor any of this training? <i>It is not ACPA's responsibility to sponsor training; it is the member's responsibility to have the proper education/professional development.</i></p> <p>What time frame of experience in a practice area will make a member competent in this area? <i>Members must declare the areas they are competent in. If you change categories, you must inform the ACPA and keep track of any records of courses or training. It is not meant to restrict members; it is a legal obligation to the government for sign off purposes and to protect the profession as a whole.</i></p> <p>Motion to continue to support ACPA membership in the FCPC. Moved: Patrick Kamau Second: Patrick Kalita</p>	CARRIED
9.0	New Business	
	<p>a. Motion Respecting the Definition of the 'Practice of Chemistry'</p> <ul style="list-style-type: none"> - Proposed updated definition of the 'practice of chemistry' was reviewed. - Members were requested to provide input. - Definition must be approved by the Government in consultation with the ACPA. <p>Questions/Comments from the floor;</p> <p>Suggestion to send email to members for suggestions and help with the definition.</p> <p>Motion to approve in principle, an update to the definition of the practice of chemistry. Moved: Lenn Liwanag Second: Sally Hanearin 1 opposed.</p>	CARRIED
	<p>b. Update to Bylaws – Temporary Leave of Absence</p> <ul style="list-style-type: none"> - Six months to maximum of two years. - Shall not practice, use title, or stamp while on 	

	<p>TLA.</p> <ul style="list-style-type: none"> - Exception – can use title with written permission of Registrar only for purpose of obtaining employment. - Annual dues and PDCs prorated while on TLA. - Must notify Registrar and pay maintenance fee (\$50). - Request reinstatement by Registrar at least two weeks prior to resuming professional activities. - Section 14 added to Bylaws for TLA. <p>Questions/Comments from the floor;</p> <p>If the Registrar will always say yes to use of the title to obtain work, then there may not be a need to request permission.</p> <p>Motion to approve the proposed new ByLaw (Section 14) for Temporary Leave of Absence as circulated. Moved: Norman Gee Second: Melissa Mitchell</p>	CARRIED
10.0	ACPA Scholarships and Awards	
	<p>Science Fair Awards</p> <ul style="list-style-type: none"> - Two awards, the ACPA Alberta Chemist Award and the ACPA Rick Dillen Memorial Award, were presented at each of the Lethbridge, Calgary, and Edmonton Science Fairs. <p>Arthur Bollo-Kamara Graduate Scholarship</p> <ul style="list-style-type: none"> - Connie Ye (University of Calgary) was presented with the ACPA Arthur Bollo-Kamara Graduate Scholarship. <p>ACPA Undergraduate Scholarship in Chemistry</p> <ul style="list-style-type: none"> - Marissa Clapson (University of Alberta) was awarded the ACPA Undergraduate Scholarship in Chemistry. 	
11.0	Frank Bachelor Award	
	J.H. (Joe) Schulz was awarded the Frank Bachelor Award for Service to the Chemical Profession.	
12.0	Chemist's Ring Ceremony	
	Chemist rings were presented to Jodi Wong and Hamida Jaffer. Hamida was not present at the meeting.	
13.0	Introduction of Incoming President	
	Don White was introduced as the incoming President of the ACPA. Don White addressed the members to thank them for their attendance. He is looking forward to his term as President.	
14.0	Adjournment	
	Kevin Dunn adjourned the meeting at 4:19 p.m.	Adjourned