



ACPA Annual General Meeting Minutes

When: Saturday May 6, 2017

Where: Acclaim Hotel
Calgary, AB

Attendees:

Raymond Abry*	Blakney Hopkins	Prem Pal
Mohammed Atia	Cedric Huang*	Trent Parks
Stan Backs	Elaine Hung	Dean Parson
Suzanne Belliveau	Kathy Janzen	Amy Phinney
Dwayne Bennett*	Patrick Kamau	Mark Poirier
Colby Bingham*	Atosa Kavousian	Wally Qiu
Paolo Bomben	Rashid Khan	Jennifer Reid
Ron Brockbank	Abdel Kharrat	Kerry Roberston-Baldwin
Emy Chan	Matthew Kowalchuk	Ian Rubinstein
John Crabtree	Adina LaPerle	George Ruddock
Eugene Dakin	Lenn Liwanag	Ken Schmidt
Ken Davies	Clint Lovell	Maurice Shevalier
Kevin Dunn	Mary Mayes	Sarah Stilson
Catherine Evans	Edahlia McNeil	Myra Sumague
Dean Falkenberg	Tamara Meyer	Brian Tsang
Mike Gao	Andrea Millen	Maung Tun
Oleksiy Golovchenko	Melissa Mitchell	Jian Wang
Wendy Graden	Amelia Nechka	Andrew Warren
Jessica Hersey	Ngozi Ogoke	Don White
Gisoo Heydari	Ebenezer Owusu-Ansah	Kenneth Yap
		Shiva Zohrehvand

*denotes proxy

MINUTES

<i>No.</i>	<i>Item</i>	<i>Action</i>
1.0	Call to Order	
	The President, Don White, called the meeting to order at 1:42 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	
	Steve Jakeway, Patrick Kamau, Ngozi Ogoke and Jennifer Reid were elected. Motion to declare the new members of the Board elected and to destroy the ballots from the election. Moved: Trent Parks Second: John Crabtree	CARRIED
4.0	Review of 2016 AGM Minutes	
	Motion to accept the minutes from the 2016 AGM as presented. Moved: Lenn Liwanag Second: Patrick Kamau	CARRIED
5.0	President's Report	
	Don White reported on the following; <ul style="list-style-type: none"> - Professional Development Courses; <ul style="list-style-type: none"> o Landfill and Lagoon Leachate Liabilities <ul style="list-style-type: none"> ▪ Calgary, November 19, 2016. ▪ 19 registrants with \$400.00 profit. o Introduction to Greenhouse Gases <ul style="list-style-type: none"> ▪ Calgary, May 12, 2017 ▪ Registration is encouraged. ▪ Possibility to be held in Edmonton in the fall. - Canadian Society for Chemistry Conference <ul style="list-style-type: none"> o Edmonton - May 2018 o Good opportunity to meet with fellow chemists from across Canada. o Board is looking at ways to work with the CSC to increase awareness of chemistry. - Professional Ethics of Chemists; <ul style="list-style-type: none"> o Mandatory for all P.Chem members. o 49 members have not taken the course including new members and CITs. o Membership cards are not issued unless the member has taken or is registered for the course. o Long term members who have not completed the course by Dec 31, 2017 will be struck from the ACPA's membership register. 	

	<ul style="list-style-type: none"> ○ CIT's must complete the course prior to reclassification to P.Chem status. - Online Jurisprudence Course; <ul style="list-style-type: none"> ○ Partially funded under Alberta's Foreign Qualification Recognition Plan ○ Course has been completed. Delivery presentation to Alberta Labour scheduled for May 16, 2017. ○ Development was led by the ACPA Legislative Committee. - Regulatory Activities; <ul style="list-style-type: none"> ○ Professional Practice Standard for Alberta Wetland Policy has been implemented by Alberta Environment and Parks. ○ Any updates to the Professional Chemists Regulation, proposed Environmental Profession Act or exclusive scope of practice/mandatory registration are not likely in immediate future. ○ Decision by Alberta Labour on legality of ACPA bylaws; <ul style="list-style-type: none"> ▪ Board was notified in November 2016 that the Professional Chemist Regulation only allowed the ACPA to have two categories of membership. ▪ All categories of membership other than Professional Chemist and Chemist-in-Training were to be removed from our website and from the bylaws. ▪ ACPA did receive confirmation from legal counsel on the interpretation. ▪ ACPA's request for an exemption for Retired and Student members was denied. ▪ Proposed bylaw amendments were developed by the Legislative Committee, President and Executive Director with input from the Registration Committee. - Outreach Activities <ul style="list-style-type: none"> ○ Due to membership issue, student outreach activities were not as active as previous years; <ul style="list-style-type: none"> ▪ University of Alberta - careers night. ▪ University of Calgary - graduate student event. ▪ Presentation at Innotech (Alberta Innovates/Alberta Research Council) 	
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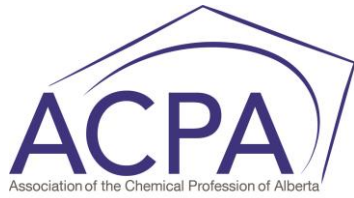
	<ul style="list-style-type: none"> ▪ Sponsor/exhibitor at Western Canada Undergraduate Chemistry Conference. ▪ Science fair judges and awards in Calgary, Edmonton and Lethbridge. <ul style="list-style-type: none"> - Member Benefits; <ul style="list-style-type: none"> ○ Errors & Omissions Insurance – changed 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>Mike Gao reported on the 2016 finances. Items of note include;</p> <ul style="list-style-type: none"> - Income from membership, short courses, and investments. - A large thank you to James LeBlanc and Darren Crichton for auditing the 2016 ACPA financial statements. <p>Motion to accept the 2016 financial statements. Moved: John Crabtree Second: Maurice Shevalier</p> <ul style="list-style-type: none"> - 2017 budget was presented. <ul style="list-style-type: none"> ○ \$34,000.00 deficit is projected. ○ Alberta economy is a large influencer on membership numbers and seminar registration. ○ Income from Jurisprudence course will be used for future course updates. ○ Membership drive required. 	CARRIED
7.0	Registrar’s Report	
	<ul style="list-style-type: none"> - Maurice Shevalier provided the Registrar’s report. <ul style="list-style-type: none"> ○ 614 current members comprised of; <ul style="list-style-type: none"> ▪ 449 P.Chem ▪ 14 Registered Chemists ▪ 58 Chemists in Training ▪ 6 Registered CITs ▪ 8 Registered Technologists ▪ 13 Retired Members ▪ 1 Associate Member ▪ 65 Student Members ○ 173 current unpaid members comprised of; <ul style="list-style-type: none"> ▪ 111 P.Chem ▪ 13 Registered Chemists ▪ 30 Chemists in Training ▪ 8 Registered Technologists ▪ 11 Retired Members 	

	<ul style="list-style-type: none"> ▪ This is almost double compared to 2016. Only P.Chem and CIT members received membership renewals due to the membership changes as other members did not have a clear category any longer. - Registration process requires tweaking due to membership changes. <p>Motion to approve the Registrar's report as presented. Moved: Kevin Dunn Second: Jennifer Reid</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"> ○ Ordre des Chimistes du Quebec (OCQ) ○ Association of the Chemistry Profession of Alberta (ACPA) ○ Association of the Chemistry Profession of British Columbia (ACPBC) ○ Association of the Chemistry Profession of Saskatchewan (ACPS) ○ Association of the Chemistry Profession on Ontario (ACPO) ○ Nova Scotia Chemists' Society (NSCS) ○ Association of the Chemistry Profession of Manitoba (ACPM). ○ Association of the Chemistry Profession of Manitoba ○ Association of the Chemistry Profession of New Brunswick. ○ Canadian Society for Chemistry (CSC) – Ex-Officio representatives. - Professional chemist organizations signed formal MOU to facilitate mobility of professional chemists between provinces. - FCPC AGM held on April 27, 2017 in Saskatoon. - New Executive: Chair, Kathy Janzen (ACPA); Vice-Chair, Terry Obal (ACPO); Treasurer, Jim Frazee (NCSC). - Priorities for 2017-2018; <ul style="list-style-type: none"> ○ Building a repository of documents, presentations and information including letters to governments, marketing initiatives, job descriptions for Board positions, bylaws, ethics, etc. ○ Organizing professional development activities for Board members. 	

	<ul style="list-style-type: none"> ○ Developing communication strategies for group specific target markets (government, industry, human resources etc.) <p>Motion to continue to support ACPA membership in the FCPC. Moved: John Crabtree Second: Don White</p> <p>Questions from the floor:</p> <p>As Quebec has such strong membership, have they been asked regarding their practices? <i>Quebec has practice legislation that dictates in order to work as chemist in Quebec you must be a member of the Association. This is the main reason for their large membership numbers.</i></p> <p>Is there interest in Newfoundland Association? <i>Very minimal.</i></p> <p>How do the small provinces manage if they wish to create an association? <i>FCPC has been looking at combining administration or amalgamating provincial associations in some way. Issue with regulation of the profession as it falls under provincial jurisdictions. Each province must have its own legislation, board, bylaws etc. which makes cost savings and efficiency an issue.</i></p>	CARRIED
9.0	New Business	
	<p>a. Update to Bylaws to Comply with Alberta Labour Dictate and Other Minor Changes</p> <ul style="list-style-type: none"> - All references to membership categories other than Professional Chemist or Chemist-in-Training removed. - Several clauses referencing membership were amended to reflect this change. - Section 14 amended to ‘Non-Practicing Leave of Absence’ <ul style="list-style-type: none"> ○ Allows Registered members to apply for ‘non-practicing’ status and to renew that status annually. ○ Non-practicing members retain registration with the ACPA, right to use their registered title, the right to vote and to serve as a Registered member. ○ They are governed by POARA, the Professional Chemists Regulation, ACPA bylaws and ACPA code of ethics. 	

	<ul style="list-style-type: none"> ○ Exempt from completing PDCs. ○ Cannot engage in the practice of chemistry, exercise any sign-off privileges and use their professional stamp. ○ Members wishing to be re-instated as practicing members must comply with any conditions set by the Registrar and the Practice Review Committee. <p>Questions/Comments from the floor;</p> <p>Did the biologists run into the same legislative membership issue? <i>The biologists have a clause in their regulations that allow them to create new unregulated membership categories. Of the 14 groups under POARA, eight groups had this clause while the other six did not. The ACPA was one of the six.</i></p> <p>What will happen to Student members? <i>As Alberta Labour would not make an exemption for student members, they will now be called guests and will be maintained in a guest register.</i></p> <p><i>Suggestions to call the Ministry of Labour as well as encourage members to write letters.</i></p> <p>Is it possible to work with Government to update the regulations? <i>Not with the current Government, the professions are not on the current legislative schedule. When the next legislative review occurs, mandatory registration and membership categories to be included.</i></p> <p>Motion to approve proposed by-law changes. Moved: Jennifer Reid Second: Stan Backs</p>	CARRIED
	<p>b. Introduction of Jurisprudence Course</p> <ul style="list-style-type: none"> - Replaces the current requirement for one year of Canadian work experience. - Mandatory for all registered members. - CIT's must complete this course prior to reclassification to P.Chem status. - Course to be taken online with module quizzes and final exam on which the writer must score at least 80%. - 3 modules; <ul style="list-style-type: none"> ○ Registration of Chemistry Profession 	

	<ul style="list-style-type: none"> ○ Continuing Competence and Professional Scope of Practice ○ Due Diligence in Business, Employment, and Labour Matters. <ul style="list-style-type: none"> - One-time fee of \$75.00 will be charged to cover future updates. - Course to be online by the end of May. - Members will earn 5 PDC's for taking the course. <p>Questions/Comments from the floor;</p> <p>When does the course need to be completed by? <i>Current members will have until the end of 2018 to complete the course.</i></p> <p>Originally the reason for the one-year Canadian experience requirement was to stop people from joining the ACPA with no intention of working in Alberta. Will this now become an issue again? <i>ACPA has the option of not approving members if they don't live in Alberta/Canada.</i></p> <p>Does this course open liability for the ACPA? <i>There is always the possibility of this. Great care has been taken to reference all course material. A disclaimer can be added if deemed necessary. ACPA does have Directors and Officers insurance; errors and omissions insurance can be investigated.</i></p>	
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"> - Ebenezer Owusu-Ansah (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"> - Daniel Rubinstein (University of Alberta) was awarded the ACPA Undergraduate Scholarship in Chemistry. 	
11.0	Frank Bachelor Award	
	Patrick Kalita was awarded the Frank Bachelor Award for Service to the Chemical Profession.	
12.0	Chemist's Ring Ceremony	
	Chemist rings were presented to Iulia Olaru. Iulia was not	



	present at the meeting.	
13.0	Introduction of Incoming President	
	Abdel Kharrat was introduced as the incoming President of the ACPA. Abdel greeted the membership and thanked Don White for his work over the last year. Goals to improve the budget, increase membership, and continue work with the Government. Members encouraged to join the Marketing Committee.	
14.0	Adjournment	
	Don White adjourned the meeting at 3:53 p.m.	Adjourned

Prepared by Tamara Meyer
ACPA Office