

COUNCIL MEETING MINUTES

The Saskatchewan Professional Planners Institute
PROVINCIAL COUNCIL MEETING NO. 1-2017
Community Planning Branch, Ministry of Government Relations
9th Floor Boardroom, 122 – 3rd Avenue North, Saskatoon
February 3rd, 2017

Attendees

Jenna Schroeder	President
Alan Wallace	President-Elect
Marilyn Steranka	Executive Director
Bonnie Gorelitz	
Ian Gores	
Michael Ruus	
Ty Czerniak	
Eric MacDougall	
Simon Bosson	Student Rep

Regrets: Danny Roy

1.0 CALL TO ORDER

President Jenna Schroeder called the meeting to order at 10:10A.M.

2.0 ADOPTION OF MEETING AND CONSENT AGENDA

Amend February 3, 2017 Agenda to include the following point:

1. 9.1 Oral Exam Update

Amend the minutes to correct the spelling of MacDougall throughout.

Wallace/MacDougall "That the Consent Agenda is adopted and Minutes of the November 25th, 2016 Council Meeting as amended be approved".

CARRIED

3.0 BUSINESS ARISING FROM THE MINUTES

The business arising list was updated. Items 4, 5, 7, 8, 10, 12, and 13 were moved to the completed column. Item 6 is now an ongoing item and will also be moved to the completed column. Strategic Plan 2016-2020 will be added to the list as a new item.

10:20 Michael Ruus entered the meeting.

4.0 PRESIDENT'S REPORT

4.1 ROLE OF PRESIDENT'S MEETINGS (CIP & PTIA)

PTIA's Presidents will continue to meet as a non-decision making body within the new CIP structure to discuss strategic topics pertinent to planning at a national level.

4.2 PSC Scope of Practice – Admin and Governance to prepare the formal response to the Professional Standards Committee (PCS) with a copy of the motion outcome.

MacDougall/Gores "That SPPI endorses the PSC scope of practice and definition of planning."

4.3 MCIP Seal – CIP has provided all members information regarding the purchase of the MCIP seal. Section 43 of the *Community Planning Act, 2013* requires planners in Saskatchewan to use an RPP seal on plans and bylaws. The MCIP seal is OK to use by members but it can't be used interchangeably with the required RPP seal to submit formal documents to the province for approval. Information will be prepared for members. It should be added to the Regulatory Bylaw requirements for the return of a member's seal in the event of disciplinary actions.

5.0 EXECUTIVE DIRECTOR REPORT

5.1 2016 CPD Program – there are four members noted as non-compliant. These include Brad Toth, Denton Yeo, Andrew Gehl and Nicholas Fraser. All have applied for and received an extension until March 15th, 2017.

5.2 Accreditation Program Committee Representative – two applications were received for this position. Based on past experience with the University of Saskatchewan accreditation in 2016, the Committee selected Doug Daniels to this position.

Gores/Ruus "That SPPI appoint Doug Daniels to the APC committee."

5.3 Plan NW Journal - Currently, the Plan NW Journal Committee does not have an SPPI representative. In the past, this position was filled by a member of the Promotions and Public Relations Committee. Michael Ruus volunteered to sit on this committee.

MacDougall/Czerniak "That SPPI appoint Michael Ruus to be the Plan NW Journal Committee representative on behalf of SPPI."

5.4 Council member terms – Danny Roy, Bonnie Gorelitz and Eric MacDougall terms will expire in 2017.

6.0 BUDGET

A summary of the 2017 budget was presented to Council. Current budget is a break even budget. This includes projected workshop and conference revenues. As these are necessary to balance the budget annually, it is suggested that this may not be sustainable in the long term. Auditor recommends one year operating to be kept in reserves. A review of membership fees should occur. Bring back for further review once research has been completed.

Ruus/MacDougall "That the 2017 budget be approved as presented."

7.0 COMMITTEE UPDATES/REPORTS

7.1 ADMIN AND GOVERNANCE COMMITTEE

The Regulatory and Admin Bylaws were sent to the lawyer to review the sections regarding disciplinary procedures. The comments are now back from the lawyer. Review Regulatory and Admin Bylaws to include suggestions from lawyer. The purpose of SPPI is to regulate members and as such requires a discipline procedure and penalties outlined. Should the outstanding section be written by SPPI members or the lawyer? Admin and Governance Committee to continue working on this.

7.2 PROFESSIONAL DEVELOPMENT COMMITTEE

The province will be providing 10 Planning 101 workshops around the province in March and April. SPPI will again partner with them. Members will assist at each location with registration and set up. There needs to be at least 25 people registered at each location to break even.

Development Appeals Board workshops – again this year there have been several workshops requested. There must be a guaranteed number of participants prior to confirming the event will be scheduled.

RUP PLAN 413 spring session. 13 students placed with 9 employers. Only two of these employers are in Saskatoon this time.

Talks on Tap – another Talks on Tap will occur in Regina this spring. Topics include Fire Safety and Infill & Redevelopment. Another one will be scheduled in Saskatoon for November.

7.3 PROMOTIONS AND PUBLIC RELATIONS COMMITTEE

2017 SPPI Conference will be in Regina this year. The Committee is now looking for keynote speakers and the call for proposals/abstracts will be sent out in April.

8.0 OTHER BUSINESS

8.1 ORAL EXAM UPDATE

Previous discussion around the similarity between questions 9 & 11 was presented to Oral Exam Examiners. At this time, the questions will be left as is. If necessary, the second question can be used to engage member to bring further clarity to a particular topic. Question #7 was amended to differentiate between the role of a planner and a developer. There are about 20 members remaining to go through the SPPI system of accreditation.

9.2 STUDENT REPORT

Momentum 2017 – March 10, 2017- Speakers are in place and advertising has begun. LU's are available to members attending the event. The December Silent Auction fundraiser went well. Momentum Committee wants to thank SPPI for their support for Momentum 2017.

PSA Beer Night at the House and Hydrant – Feb 4, 2017

Career Fair – Feb 27th, 2017

PSA elections have now been moved to March. This will provide a better transition between incoming and outgoing members prior to finals.

9.0 STRATEGIC PLAN 2017 - 2020

Council continued to draft the Strategic Plan. It was decided the plan would span 2017 – 2020. Discussions included member engagement with students, between members, and bridging experience between new and experienced members through mentorships. The number of current SPPI PSB mentors to be brought back to the next SPPI meeting. The Admin and Governance Committee to refine Strategic Plan discussions. Goal is to ratify at the AGM in September.

10.0 DATE OF NEXT MEETINGS

April 21, 2017 at 10 am in Saskatoon

August 11th, 2017 at 10am in Saskatoon.

September 20th, 2017 at the Conference after the AGM and elections.

11.0 ADJOURNMENT

Gores "That the meeting is adjourned."

CARRIED

Meeting Adjourned at 2:12 P.M.