

COUNCIL MEETING MINUTES

The Saskatchewan Professional Planners Institute
PROVINCIAL COUNCIL MEETING NO. 3 2018-2019
Community Planning Branch, Ministry of Government Relations
9th Floor Boardroom, 122 – 3rd Avenue North, Saskatoon
May 10, 2019

Attendees

Alan Wallace	President
Ian Goeres	President-Elect
Samantha Mark	Secretary/Treasurer
Marilyn Steranka	Executive Director
Abby Besharah	
Eric MacDougall	
Maggie Schwab	
Adam Toth	
Tony Wood	
Josh Campbell	

1.0 CALL TO ORDER

President Alan Wallace called the meeting to order at 9:37 a.m.

2.0 ADOPTION OF MEETING AND CONSENT AGENDA

2.1 ADOPTION OF MINUTES OF THE FEBRUARY 8, 2019

- There was one change to the February meeting minutes that was noted: 8.0.3 “God” to be changed to “good”

MacDougall/Toth: *“That the Minutes of the February 8, 2019 is adopted”.*

CARRIED

2.2 MEMBERSHIP STATUS REPORT

- Discussion:
 - There was an increase in student memberships
 - This may be due to the waived fee
 - The Planning Students Association heavily promoted membership
 - There was clarification on what a public subscriber is

2.3 LIVESTOCK DEVELOPMENT STEERING COMMITTEE REPORT

2.4 STANDARDS COMMITTEE REPRESENTATIVE REPORT

2.5 SPPI POSITION PAPER NO 3 RECONCILIATION

Action: SPPI Position Paper No 3 Reconciliation to be sent out to the membership, PTIAs, and CIP.

Schwab/Besharah: *“That the Consent Agenda is adopted”.*

CARRIED

3.0 BUSINESS ARISING FROM THE MINUTES

Council reviewed the Business Arising and updates were provided on each item.

4.0 PRESIDENT'S REPORT

4.1 REPORT UPDATE

Alan provided an update on the following:

- President-Elect Vacancy;
- Planning Alliance Forum;
- RPP/MCIP Brand Working Group;
- Compensation Study for Planners;
- Advocacy Role
- Regina CIP Bid – 2021; and
- Others:
 - SPPI Reps on Committees – Dedicated Lands Regulations and ILO Consultation
 - Samantha represented SPPI on April and provided a verbal update.
 - Job Placement Program
 - Creation of Lapel Pin
 - Conference or Timing of Abstracts
 - CIP Climate Change Survey
 - PlanNW Volunteers
 - State of Planning Survey 19-20

Action: Marilyn to share with AI information about Michael's length of term and AI to draft a letter and send to Michael recognizing his contribution to SPPI.

MacDougall/Besharah: *"That, in order to be consistent with other PTIAs and promote the RPP brand, members be encouraged to list their title as RPP, MCIP".*

CARRIED

Action: To add RPP, MCIP information to AGM report.

5. PRESIDENT-ELECT REPORT

Ian provided an update on the following:

- RPP pin
 - Other PTIAs are using the pin e.g. APPI.
 - Special thanks to Mary Jane for sending the pins.

Schwab/Goeres: *"That SPPI purchase RPP pins and that they are provided to all full members, and purchase SPPI pins and provide to all members by the AGM".*

CARRIED

- CIP Conference 2021
 - Ian has had conversations with Conventions Regina.

- Discussion included around capacity, potential mobile tours, and space.

Wallace/MacDougall: “That as an Institute, we support the bid for the 2021 Canadian Institute of Planners conference in Regina”.

CARRIED

6. EXECUTIVE DIRECTOR/REGISTRAR REPORT

Marilyn provided an updated on the CIP centenary.

Actions: Tony to contact mayor’s office to request picture.

Eric to provide the SPPI banner.

Ian to review timeline and pick the top ten. Council to provide any suggestions to Ian.

6.1 UNIVERSITY OF REGINA SENATE REPRESENTATIVE

- Current representative’s term has expired. He is willing to continue.

Goeres/Wallace: “That Charlie Toman be appointed as the University of Regina Senate Representative”.

CARRIED

6.2 SPPI MEMBER COMPLAINT

Marilyn provided an overview of the discipline committee’s report.

- Awaiting legal guidance from lawyer.

Actions: Marilyn to share lawyer’s advice and AI to reach out to one of the effected parties.

6.3 CONTRACT AND SUCCESSION PLAN

This was discussed by Council in further detail before closing the meeting. Marilyn recused herself.

Action: AI to follow up with Marilyn about contract renewal.

7. COMMITTEE UPDATES/REPORTS

7.1 PROFESSIONAL DEVELOPMENT

Eric, Ian, and Adam provided an update on the following:

- 2019 events/webinars
- Rup top 50 books
- Development Appeals Board training
- Jane’s Walk
- Meewasin Valley Authority (MVA) – 40th anniversary
 - Movie in the park tied to the 40th anniversary.
- RUP Program (internship and University of Saskatchewan meeting)
 - University of Saskatchewan meeting to follow after SPPI Council meeting.
- University of Regina visit
- Planning Talks on Tap
 - Rural Planning hosted in Regina on June 12.
 - One to be planned for Saskatoon third week of June.

- Duty to Consult Workshop
- SPPI Website – Learning Centre

Action: Eric to follow up with Mike Velonas from MVA about 40th anniversary and any related events.

Action: Eric and Ian to report on University of Regina visit at the August meeting.

Action: Tony to ask if there is City of Saskatoon space that may be utilized for DTC workshop.

7.2 PROMOTIONS & PUBLIC RELATIONS

A) UPDATE REPORT

Abby, Maggie, and Tony provided an update on the following:

- 2019 SPPI Conference
- Branding
- Promotion of the Profession

Besharah /Schwab: *“That SPPI adopt a policy to use a consistent approach annually to the conference branding and any other branding related to SPPI as per the SPPI Branding Guidelines”.*

CARRIED

B) ADVOCACY TERMS OF REFERENCE

- An overview was provided of the draft Terms of Reference
- Key discussion points included:
 - President and president elect to be added to this.
 - Admin Bylaw to be amendment to reflect addition of Advocacy Committee.
 - Remove complaints.
 - Committee is an advisory role to Council.

Action: Abby to share the draft Terms of Reference with SPPI member who made initial request for advocacy role/committee.

8. FINANCE

8.1 SPONSORSHIP REQUESTS/OPPORTUNITIES

Creative Cities Network has made the request for sponsorship.

Wallace/Campbell: *“That a \$500.00 sponsorship be provided to the creative cities network”.*

CARRIED

9. STRATEGIC PLAN REVIEW

- Council reviewed and discussed the last strategic plan.
- Council reviewed the membership input survey.
- Results from the survey and other feedback will be included in an updated 2019-2022 Strategic Plan.

10. OTHER BUSINESS

11. NEXT MEETING – August 23, 2019

12.0 ADJOURMENT

Besharah/Goeres: *"That the meeting is adjourned."*

CARRIED

Meeting Adjourned at 2:00 P.M.