

# APPENDIX B



## Chartered Engineers Pacific (CEP)

a.k.a. Western Canada Group of Chartered Engineers

[www.charteredengineerspacific.ca](http://www.charteredengineerspacific.ca) and [www.wcgce.org](http://www.wcgce.org)

### Minutes of the 4<sup>th</sup> Virtual Committee Meeting

Held on May 26, 2021 Wednesday at 7:00 pm PDT via MS Teams

Item	Description	Action by
1	<p><b>Opening &amp; Welcome</b> The meeting was started at 19:10, PDT, with up to thirteen members online; exceeding a quorum is six.</p> <p>The Chair extended his warm welcome to the committee and shared the news about the demise of (a) father of ZK and (b) Aunt of LJ during May 2021. He tabled a motion of condolences to ZK and LJ.</p>	
2	<p><b>Attendants (Online)</b></p> <ol style="list-style-type: none"> <li>1) Ms. Mandeep Arora (MA), <i>BTech, ME, CEng MICE, CEng AMIE.</i></li> <li>2) Mr. Russell Davison (RD), <i>M.Eng, CEng FIET.</i></li> <li>3) Mr. George De Ridder (GDR). <i>B.Sc, B.Sc, M.Sc, PEng (BC&amp;AB), CEng FIStructE, FSAICE, Past Chair, Past Secretary.</i></li> <li>4) Mr. Tom Duggan (TD), <i>CEng MIET, PEng.</i></li> <li>5) Dr. Martin Fandrich (MF), <i>B.ASc, Ph.D, CEng FIMechE, PEng, FEC, Ex-Officio representative for IMechE.</i></li> <li>6) Mr. Michael Immaraju (MI), <i>CEng MIET, PEng.</i></li> <li>7) Mr. Lewis Judd (LJ), <i>CEng MIMechE, MIET, PEng.</i></li> <li>8) Mr. Zeeshan Khan (ZK), <i>B.Eng.(Hons), MBA, CEM CEng MIET, PEng.</i></li> <li>9) Mr. Chris Richardson (CR), <i>CEng MIET.</i></li> <li>10) Mr. Suresh Vishwakarma (SV), <i>MBA, Ph.D, PEng, CEng MIET, MIE, MSPE, MISTD, Chair and Ex-Officio Representative for IET.</i></li> <li>11) Mr. David Woo (DW), <i>MBA C.Eng., P.E., P.Eng. MIStructE.</i></li> <li>12) Mr. Alan Wood (AW), <i>CEng MIET, PEng.</i></li> <li>13) Mr. Douglas Yee (DY), <i>M.Sc, CEng MICE, PEng (retd).</i></li> </ol> <p><b>Absent</b></p> <ol style="list-style-type: none"> <li>14) Mr. Prafulla Chavan (PC), <i>CEng MICE, PEng.</i></li> <li>15) Mr. David Harvey (DH), <i>M.Sc, CEng FIStructE, FICE, F.ASCE, PEng Struct Eng, Ex-Officio Representative for IStructE. [Regrets received with thanks].</i></li> <li>16) Ms. Arlene McConnell (AMcC), <i>BEng, CEng MIET, PEng.</i></li> </ol>	DY

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3	<p><b>Setting the Agenda</b> The Agenda for the 5<sup>th</sup> virtual Committee Meeting dated June 23, 2021 was previously circulated, reviewed and adopted after addition of three items 10.1, 10.2 and 10.3. Moved to adopt by: GDR, seconded by: DW. <b>CARRIED.</b></p>	
4	<p><b>Approval of Previous Minutes</b> The Minutes of the 4<sup>th</sup> virtual meeting dated May 26 was previously circulated for review and approved. Moved by DW, seconded by: MA. <b>CARRIED.</b></p>	
5	<p><b>Matters Arising from Previous Minutes</b></p> <p>5.1 IET(CEP)/IET(Ont.) proposed event entitled “Sustainability”. No action and would be removed from agenda.</p> <p>5.2 IET@150 celebration. It would be unlikely that this event would take place by Sept 30, 2021 and an extension to Sept 30 2022 has been requested. Awaiting new directions from IET, refer to item 10.2.</p> <p>5.3 Letters of appreciation were sent to Walton Lu (MIStructE) and Matthew Walton-Knight (MICE). SV would obtain the email address for Karen Rose from CR and deliver the appreciation letter about Alan Kay (MICE) to Karen.</p>	<p style="text-align: center;">DY</p> <p style="text-align: center;">SV</p> <p style="text-align: center;">SV</p>
6	<p><b>Technical Program</b></p> <p>6.1 Positive responses were received from IET, IStructE and ICE. IMechE indicated they do forward notices but whether members receive them also depend on individual preference settings. Responses are still being awaited from CIBSE.</p> <p>6.2 2021 Schedule of Events, <b>APPENDIX A</b>, has remained largely unchanged with June presentation confirmed and notifications sent out to the five institutions. A traditional break in activities was allocated for July and August, although the IET@150 and SOfE events scheduled for August 14 and 21, respectively, are on hold pending parental institutional instructions. June technical meeting will be a webinar.</p> <p>6.3 September 2021. With the lifting of distancing restrictions, CEP looks forward to a return to traditional in-house technical presentations and meetings as a “one Night” event. Contact with Accents Inn will be reestablished and rooms with light catering would be arranged for the months of September, October and November of 2021.</p>	<p style="text-align: center;">SV/MF /DW</p> <p style="text-align: center;">SV</p> <p style="text-align: center;">DW/GDR</p>

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	<p>6.4 In the 2022 schedule, technical presentation and committee, ENCL A, are combined to occur in one evening. Presently, only one presenter has been secured and no response has been received from others yet. The call for search of presenters continues.</p> <p>DY wrote an introduction on email, a philatelic expert who would be a suitable presenter on a topic relating to human interest and not strictly technical. Chair requested that his biography be submitted so that members can have the opportunity to evaluate and agree and have him as speaker.</p> <p><b>[Post meeting note:</b> It is common practice that presenters were accepted at face value in the past, during this writer's tenure as program coordinator, and presently; based on trust and good judgment of the sponsor. Evaluation is unnecessary because it exposes risks of rejection which is insulting to the expert; not to mention a possible loss of friendship between potential speaker and sponsor. To avoid these risks, invitation is deferred subject to clarification.]</p>	<p style="text-align: center;">ALL</p> <p style="text-align: center;">DY</p> <p style="text-align: center;">DY</p>
8	<p><b>Finances</b></p> <p>7.1 Overview</p> <p style="padding-left: 20px;">7.11 Current account balance = \$12,746.80</p> <p style="padding-left: 20px;">7.12 Cashable lockout account (reserve) = \$ 5,000</p> <p style="padding-left: 20px;">7.13 Membership = \$135.89</p> <p>7.2 Approval of expense claims:</p> <p style="padding-left: 20px;">7.21 Pre-approved by email: N/A</p> <p style="padding-left: 20px;">7.22 Provisional meetings: N/A</p> <p style="padding-left: 20px;">7.23 Provisional for travel expense claim by: N/A</p> <p style="padding-left: 20px;">7.24 New Submissions. N/A</p> <p>7.3 APPENDIX D moved to minutes. Closed.</p> <p>7.4 Budgets. The 2020 and 2021 budgets have been approved by IMechE but funds have not been received yet. Details of tranche payments are also expected from IMechE soon. The 2022 budget will be based on a non-pandemic setting.</p> <p>7.5 Approved Expenses. Outstanding debts owed to LJ &amp; DY will be confirmed and remitted.</p> <p>7.6 A proposal to engage paid auditors should be submitted</p>	<p style="text-align: center;">ZK</p> <p style="text-align: center;">DY</p> <p style="text-align: center;">ZK/MF</p> <p style="text-align: center;">ZK</p> <p style="text-align: center;">SV</p>

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8	<p><b>Newsletter</b> The editors were discouraged due to a lack of local response, but they also received encouragement that it should continue because it is valuable and good thing to pursue. It should continue; perhaps with new contents, format and focusing more on local news.</p>	GDR/AW
9	<p><b>Website</b> Up to date with uploading of the latest approved MOM.</p>	GDR
10	<p><b>New Business</b></p> <p>10.1 MA has applied to be ICE Ex-Officio representative on the CEP committee and requires one proposer and one seconder who are ICE members of good standing. DY and DH have agreed to support the proposal.</p> <p>10.2 In a local network synchronizing committee meeting for all IET networks that are operating in the American region, the Chair mentioned that Western Canada is the most active network. He is most appreciative of this network and thanked everyone for the wonderful job being done. SV also requested the postponement of the IET@150 celebration event by another year; to September 30, 2022.</p> <p>10.3. Pitch 200. Competition. This is a 200 secs video competition that is open to ICE members outside of the UK for the first time. It challenges ICE members to explain a civil engineering concept or project within the given time for the video. Request for further details have been forwarded to ICE, UK.</p>	<p>MA</p> <p>ALL/SV</p> <p>DY</p>
11	<p><b>Next Meeting</b></p> <p>11.1 Technical Presentation: Wednesday June 16, 2021, at 19:00 hrs. PDT. Dr. Anuradha D. Thakare Sami Khan will present a topic entitled “<i>Evolutionary Computing for Multi-objective Optimization</i>”.</p> <p>11.2 Committee Meeting: Wednesday June 23, 2021, at 19:00 hrs. PDT.</p> <p>11.3 Web link is available from LJ for viryual events</p>	
12	<p><b>Adjournment</b> Proposed by DY seconded by MF. <b>CARRIED.</b> adjourned at 20:27 hrs. PDT.</p>	