

# 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 5<sup>th</sup> Virtual Committee Meeting

Held on June 23, 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. George De Ridder (GDR). <i>B.Sc, B.Sc, M.Sc, PEng (BC&amp;AB), CEng FStructE, FSAICE, Past Chair, Past Secretary.</i></li> <li>3) Mr. Tom Duggan (TD), <i>CEng MIET, PEng.</i></li> <li>4) Dr. Martin Fandrich (MF), <i>B,ASc, Ph.D, CEng FIMechE, PEng, FEC, Ex-Officio representative for IMEchE.</i></li> <li>5) Mr. Michael Immaraju (MI), <i>CEng MIET, PEng.</i></li> <li>6) Mr. Lewis Judd (LJ), <i>CEng MIMechE, MIET. PEng.</i></li> <li>7) Mr. Zeeshan Khan (ZK), <i>B.Eng.(Hons), MBA, CEM CEng MIET, PEng.</i></li> <li>8) Mr. Chris Richardson (CR), <i>CEng MIET.</i></li> <li>9) Mr. Suresh Vishwakarma (SV), <i>MBA, Ph.D, PEng, CEng MIET, MIE, MSPE, MISTD, Chair and Ex-Officio Representative for IET.</i></li> <li>10) Mr. Alan Wood (AW), <i>CEng MIET, PEng.</i></li> <li>11) Mr. Douglas Yee (DY), <i>M.Sc, CEng MICE, PEng (retd).</i></li> <li>12) Mr. David Harvey (DH), <i>M.Sc, CEng FStructE, FICE, F.ASCE, PEng Struct Eng, Ex-Officio Representative for IStructE.</i></li> </ol> <p><b>Regrets</b></p> <ol style="list-style-type: none"> <li>13) Ms. Arlene McConnell (AMcC), <i>BEng, CEng MIET, PEng.</i></li> <li>14) Mr. Russell Davison (RD), <i>M.Eng, CEng FIET.</i></li> <li>15) Mr. David Woo (DW), <i>MBA C.Eng., P.E., P.Eng. MStructE.</i></li> </ol> <p><b>Absent</b></p> <ol style="list-style-type: none"> <li>16) Mr. Prafulla Chavan (PC), <i>CEng MICE, PEng.</i></li> </ol>	DY

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Item	Description	Action by
3	<b>Setting the Agenda</b> The agenda for the 4 <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>	
4	<b>Approval of Previous Minutes</b> The Minutes of the 4 <sup>th</sup> virtual meeting dated May 26 was previously circulated, has been reviewed and approval. Moved by GDR, seconded by: DH. <b>CARRIED.</b>	FLOOR
5	<b>Matters Arising from Previous Minutes</b> 5.1 IET@150 celebration. Tentatively set for 30 <sup>th</sup> of September depending on isolation restrictions at that time. No feedback from IET. No change. 5.2 Letters of appreciation were sent and responses received. Closed 5.3 MA's application to be ICE's representative on CEP committee, being supported by DH and DY is under consideration by ICE in London. Responses are being awaited. 5.4 ICE's Pitch 200 competition, previously opened only to UK members, is now available to overseas members. CEP sees this as opportunities for cooperation with ICE to broaden its overseas influence; whether using this existing Pitch 200 platform or other venues. CEP has written an email to propose this idea contained herein as <b>ENCL: C</b>	SV   MA  DY
6	<b>Technical Program</b> 6.1 Letter regarding waning CIBSE membership participation has been sent to their institution and no response has been received. Another letter to remind them would follow soon. Recently, a CEP member has encountered a CIBSE member. A welcoming letter to inform him about CEP and to invite him to participate in CEP activities will be sent. 6.2 IET@150 celebration. Submitted request to postpone event by another year; to September 30, 2022.	SV/ZK  SV

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6.3	Dr. Solange Kelly, the presenter to speak in October 20 <sup>th</sup> has not submitted the title of her presentation yet and an urgent reminder will soon be sent.	DW/ SV
6.4	Updated 2021 Schedule of Events is shown as <b>APPENDIX A</b> . This confirms the technical program will be as follows; <ul style="list-style-type: none"> <li>a) There will be a SOfE competition, organized jointly with IMechE to take place on August 21<sup>st</sup>. Organizer would decide whether the competition be physical or online.</li> <li>b) The presentation on September 18<sup>th</sup>, by RD entitled “Designing and Building Polar Class Vessels.”</li> <li>c) A presentation by Dr Solange Kelly, as yet untitled, on September 20<sup>th</sup>.</li> <li>d) A presentation by Ryan Lider entitled “Phytoremediation Through Genetic Engineering, will be held on November 17<sup>th</sup>.</li> </ul>	LJ/MF  DW/RD  SV/DW  DW
6.5	With the lifting of distancing restrictions, in July 21, a return to traditional in-house gathering is allowed by the Provincial Government. However, some members may still be uncomfortable meeting physically and it was an overwhelming decision that CEP presentations and committee meetings this year (2021) be continued online. Closed.	
6.6	The proposed Keynote speaker, an eminent philatelist, Mr. R. G. Toombs has submitted his introductory profile, see <b>ENCL: B</b> , and committee has confirmed an invitation to him as CEP’s Annual Dinner speaker in January 19 2022.	DY/DW
6.7	The Schedule for 2022 is included as <b>ENCL: A</b> with three confirmed speakers.	
7	<p>Finances</p> <p>7.1 Overview</p> <p style="padding-left: 20px;">7.11 Current account balance = \$12,695.26</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: 40px;">Pre-approved by email: N/A</p> <p style="padding-left: 20px;">7.21 Provisional meetings: N/A</p> <p style="padding-left: 20px;">7.22 Provisional for travel expense claim by: N/A</p> <p style="padding-left: 20px;">7.23 New Submissions. N/A</p>	ZK

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	<p>7.3 Budgets. CEP has not received any funds that has been approved since last year. Follow up needed.</p> <p>7.4 Approved Expenses. DY has received his reimbursement but LJ's expenses are still outstanding. Need for more signed cheques have been exhausted.</p> <p>7.5 A proposal to engage paid auditors. New ideas will be put forward for discussions and members will discuss this matter further.</p>	<p>ZK/MF</p> <p>SV/GDR/ LJ</p> <p>GDR/SV/ DY</p>
8	<p><b>Newsletter</b> New edition started. Nothing to add.</p>	GDR/AW
9	<p><b>Website</b> Nothing to add</p>	
10	<p><b>New Business</b></p> <p>10.1 Pandemic restrictions partially lifted. Modify existing programs? Issues are addressed in paragraph 6.5 above</p> <p>10.2 "Pitch 200" - a 200 secs video competition that is open to ICE members outside of the UK for the first time. See paragraph 5.4 above. CEP sees this as an opportunity to be involved and participate in such activities and has since written a proposal to hold CEP/ICE joint events.</p> <p>10.3 Request has been submitted to IET for postponement of the IET@150 celebration event by another year; to September 30, 2022.</p> <p>10.4 Announcement: SV has been involved with a post-doctoral research project relating to Energy conservation with the University of Trinidad and Tobago. IET has awarded him a travel grant amounting to £1,500. Closed.</p>	<p>DW</p> <p>DY</p> <p>SV</p>

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Item	Description	Action by
11	<p><b>Next Meeting</b></p> <p>11.1 Technical Presentation: Wednesday September 15, 2021, at 19:00 hrs. PDT. Mr. Russell Davison, PEng will speak on a topic entitled “<i>Designing and Building Polar Class Vessels</i>”.</p> <p>11.2 Committee Meeting: Wednesday September 22, 2021, at 19:00 hrs. PDT.</p> <p>[Internet links for above will be provided nearer the dates of the events].</p>	<p style="text-align: center;">All</p> <p style="text-align: center;">Committee Members</p> <p style="text-align: center;">LJ</p>
12	<p><b>Adjournment</b></p> <p>Proposed by DY seconded by CR. <b>CARRIED.</b> adjourned at 20:09 hrs. PDT.</p>	