
PIBC BOARD MEETING – SUMMARY NOTES

September 26, 2025

The following is a summary of the meeting of the Board of Directors of the Planning Institute of British Columbia (PIBC), held on the date noted above, and is provided for the information of members. A copy of this summary was also published and circulated in PIBC's quarterly magazine Planning West.

On September 26th, 2025, the PIBC Board of Directors met in Vancouver, BC.

Budget Workshop

Prior to the regular Board meeting, the Board met for a workshop session to review, discuss, and finalize the proposed operating budget for 2026, as well as membership fees for the coming year. A number of adjustments were made to the draft budget.

Delegation

Dr. Christopher Lamb, Planning Practice and Reconciliation Committee Member, provided an overview and update on the UBC-PPRC-Mitacs Research Project and additional funding request.

Meeting Minutes

The Board approved the minutes of the previous meetings held on July 11th, 2025, and July 29th, 2025.

President

Kenna Jonkman RPP, MCIP provided an update on various activities as President.

Board & Governance

The Board discussed and noted the outcomes of the Board strategic planning session held in July 2025. A workshop was held to review and finalize the draft revised strategic plan held the day prior to the regular Board meeting, and a number of identified revisions to the draft were agreed. The Board then adopted the revised strategic plan as presented, with the agreed revisions.

Further to discussion of committee appointments and roles, it was agreed and noted that C. Corbett will support Institute committees on various projects and initiatives, as required.

Administration & Finance

The Board reviewed the 2025 unaudited financial statements to August 31, 2025, for information.

The Board approved the schedule of membership fees for 2026, with a modest increase to PIBC fees for the coming year. The Board reviewed and approved the continued collection and remittance of applicable CIP membership fees and insurance premiums for members, in accordance with existing agreements with CIP.

The Board also approved and adopted the Institute's 2026 operating budget as developed, discussed and revised at an in-depth budget workshop, prior to the regular Board meeting. The budget as approved reflected anticipated gross revenues of about \$1.24M (including provincial government funds) and expected costs and expenditures of around \$1.42M (reflecting allocations for key special projects and initiatives, and an expected deficit for 2026).

The Board also directed staff to work with the Secretary-Treasurer to review reserves policies and current reserve funds, develop a new long-term financial plan, to explore potential operating budget expenditure revisions, and provide information and recommendations to the Board at an upcoming meeting.

Executive Director Dave Crossley reported on the ongoing and key projects, initiatives, and activities at the PIBC office.

National Affairs

The Board received an update bulletin from the national Professional Standards Board (PSB) for information, providing information on ongoing national professional standards and accreditation activities.

The Board reviewed and discussed the CIP 2025-2026 Pre-Budget Submission memo and noted the importance of proactive engagement with CIP and other allied partners. It was agreed that the Institute memo be distributed to all of PIBC's standing and operational committees for information.

Institute Representative Reports & Business

Brief updates on the activities of the university planning programs at UNBC, UBC and SFU were provided by the student member representatives from these programs.

Committee Reports & Business

Governance and Nominating Committee: The Board reviewed and approved revised terms of reference for the following committees: Continuous Professional Learning Committee; Planning Practice and Reconciliation Committee; and Local Chapter Committees, as circulated.

Professional Conduct Review Committee: The Board received an overview of the PIBC review process of the Draft PSB - National Code of Ethics Standards. It was agreed that the PCRC would further review the draft and provide the Board with feedback for endorsement and submission as the Institute's input to the PSB.

JEDDI Working Group: The Board received a brief update on the work of the JEDDI working group noting that the equity audit work is underway with the consultants engaged for the work. It was noted that members and non-members are being engaged as part of the work.

Member Engagement Committee: An update on the work of the State of the Profession Study was provided and it was noted that RFP submissions were now under review.

Policy & Public Affairs: The Board reviewed and discussed an update report from the Housing Task Force on the Peer Learning Network (PLN) noting recent PLN activities including ongoing PLN webinars and the in-person PLN session held at the annual PIBC conference.

The Board also discussed and approved potential new PLN activities including proposed further research topics, and potential collaboration with external third-parties and local chapters on PLN events. The Board and also discussed and endorsed extending the PLN timeline to wrap up the remaining activities for the PLN initiative.

The Board also received an update from the RPP Regulation Subcommittee of the Policy & Public Affairs Committee on the implementation of the Professional Governance Research and Engagement Project, noting ongoing work, with consultant support, on analysis of the Professional Governance Act and member engagement on the topic of professional regulation for the planning profession.

Planning Practice and Reconciliation Committee: The Board discussed the proposed UBC-PPRC-Mitacs Research Project funding request and proposed Phase III consultant supported work by the Committee.

The Board approved convening a joint learning session with the Board, the Committee and consultants to provide and update and further explore the ongoing work of the Committee.

Professional Standards & Certification: The Board approved the admission of a number of new members including 4 Certified, 22 Candidate, 4 Pre-Candidate, and 27 Students. The Board also approved and or noted a number of membership transfers, resignations, and other changes.

Next Meeting(s)

It was noted that the next regular meeting would take place online on November 28th, 2025.

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