
PIBC BOARD MEETING – SUMMARY NOTES

October 27th, 2023

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 October 27th, 2023, the PIBC Board of Directors met in Vancouver.

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 2024, as well as membership fees for the coming year. A number of adjustments were made to the draft budget.

Delegation

Sarah Atkinson RPP, MCIP, Chair of the Institute's Planning Practice & Reconciliation Committee, provided update on the work of the Committee, including presenting a recommendation for the Board's consideration regarding funding support for a research project. The Board approved the recommended research funding proposal as presented.

Committee Reports & Business

Professional Standards & Certification: The Board approved the admission of a number of new members, and also approved or acknowledged a number of membership transfers and other membership changes. The Board also approved the extension of membership time limits for a Candidate member.

Administration & Finance

The Board reviewed the 2023 unaudited financial statements to September 30, 2023, for information. It was noted that the Institute's finances continued to remain very healthy and stable.

National Affairs

The Board received an update report from the representative on the Board of Directors of the national Professional Standards Board (PSB) for information. The Board also received a brief update on the ongoing work at the national level to transition and change the structures and processes for the development and maintenance of national professional membership and accreditation standards for the profession under the national Professional Standards Board (PSB).

President

Emilie K. Adin RPP, MCIP provided an update on various activities. There was brief discussion of next steps regarding the planned peer learning network initiative.

Board & Governance

The Board discussed the outcomes from the recent Board strategic planning retreat and sessions. There was agreement to develop a one-page summary plan based on the work and identified priority areas.

Administration & Finance

The Board approved the schedule of membership fees for 2024, with no substantial change 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. There was further discussion and direction to the Member Engagement Committee regarding potential changes to membership fee policies for Candidate members.

The Board also approved and adopted the Institute's 2024 operating budget as developed, discussed and revised at an in-depth budget workshop held earlier in the day, prior to the regular Board meeting. The budget as approved reflected anticipated revenues of about \$1,016,000 (including provincial government funds) and expected costs and expenditures of around \$1,121,000 (reflecting allocations for key special projects and initiatives, and an expected modest deficit for 2024).

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

The Board further discussed next steps regarding the planned peer learning network, in terms of planning and developing the initiative. It was agreed to hold a roundtable session of the Board in early November to discuss options and ideas for moving the initiative forward, and to help determine next steps.

Institute Representative Reports & Business

The Student member representatives from VIU, SFU, UBC, and UNBC each provided a brief update to the Board on activities at their respective university planning programs.

Other Business

The Board discussed reaching out to the Association of Regional District Planning Managers as part of the development and implementation of the planned peer learning network initiative. The Board also discussed and agreed to explore potential member discounts for the purchase of copies of and updates to the BC Planning Law and Practice publication.

Next Meeting(S)

It was noted that the next Board meeting would be held in person in Nanaimo on December 1st, along with a VIU student social event.

Contact Us:

The Planning Institute of British Columbia
#1750 – 355 Burrard Street
Vancouver, B.C. V6C 2G8
Canada
Tel: 604.696.5031
Toll-free: 1.866.696.5031
Fax: 604.696.5032
Email: info@pibc.bc.ca
