
PIBC BOARD MEETING – SUMMARY NOTES

November 29, 2024

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 November 29, 2024, the PIBC Board of Directors met in Kelowna, BC.

Previous Meetings & Minutes

The Board approved the minutes of the previous meeting held on October 4th, 2024. The Board also confirmed prior electronic resolutions appointing new members to the Governance & Nominating Committee, nominating a volunteer member to the City of Vancouver Chinatown Historic Area Planning Committee, and approving the admission of a number of new members including 3 Certified, 3 Candidate, 2 Pre-Candidate and 10 Students.

President

Emilie K. Adin RPP, MCIP provided an update on various activities as President, including engagement with local Chapter Chairs, and work as chair of the Governance and Nominating including work on upcoming Board election nominations.

Board & Governance

It was noted that Sawngjai (Dear) Bhokanandh was stepping down from the Board as of December 31st. The Board thanked Dear for her contributions as a Board member. The Board directed the Executive to identify a member to fill the upcoming vacancy on the Board and gave direction regarding designating a new Co-Chair of the Justice, Equity, Diversity, Decolonization and Inclusion (JEDDI) working group.

The Board reviewed, discussed, and approved updated administrative policies regarding Volunteer Member Recognition & Honoraria, and Expenses & Reimbursement. Additionally, the Board provided feedback on updated administrative policies regarding Sponsorship and Board Meetings. There was discussion regarding meeting records and it was agreed to continue the current practice of publishing and posting summary notes from Board meetings.

Administration & Finance

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

The Board reviewed the 2024 unaudited financial statements to October 31, 2024, for information. Additionally, a copy of the final 2025 operating budget, as previously approved, was circulated for information.

Member Programs and Services

The Board discussed an endorsed holding a joint national conference with the Canadian Institute of Planners (CIP) in 2027. There was also brief discussion regarding potential support for member professional development. It was agreed that this could be considered by the next Board as a potential new member service.

National Affairs

The Board received and noted an update on CIP's ongoing Reconciliation Action Plan work, as circulated.

Institute Representative Reports & Business

A brief update on the activities of the university planning program at UNBC was provided by the Student member representative from the program.

Committee Reports & Business

Policy & Public Affairs: The Board received and discussed an update from the RPP Regulation Subcommittee of the Policy & Public Affairs Committee, including the professional governance research and engagement workplan. The Board received the report and endorsed the workplan and allocated resources as proposed. The Board also received an update on the activities of the Peer Learning Network.

JEDDI Working Group: The Board received and discussed an update on the work of the Justice Equity Diversity & Decolonization (JEDDI) working group. It was agreed that President-Elect K. Jonkman RPP, MCIP would join the working group as of January 1st, 2025.

Professional Conduct review Committee: The Board discussed and approved the new PCRC Policy & Procedures Manual with some minor revisions as discussed. It was noted that the final version would be circulated for information.

Communications: The Board received and discussed an update from the Communications Committee regarding work on a revised media outreach strategy, as circulated.

Professional Standards & Certification: The Board approved the admission of a number of new members including 33 Certified, 19 Candidate, 5 Pre-Candidate, 2 Retired and 46 Students. The Board also noted a number of membership transfers and other changes.

The Board also discussed and endorsed sending a letter to the new Professional Standards Board (PSB) Standards Advisory Committee relating to membership and certification processes, including reinstatement and recertification of previous RPPs.

Next Meeting(s)

It was noted that the next regular meeting would take place on January 31st, 2025, in Victoria, BC, in conjunction with meetings with representatives of the Province of BC.

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