

Minutes of the Strategic Plan Task Force
 June 11, 2020 | 12:00-1:00pm ET via webinar

| Task Force Members in attendance | |
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| Jean Boudreau, Chair, President, APEGNB Kathy Baig, OIQ Jeff Card, PEGNL | Danny Chui, President-Elect, PEO David Lynch, Past-President, APEGA Mike Wrinch, Engineers & Geoscientists BC |
| Regrets | |
| None | |
| Observers in attendance | |
| None | |
| Staff | |
| Christina Mash Gerard McDonald Emily McParland Mélanie Ouellette | Stephanie Price Evelyn Spence Heidi Theelen |

1. Call to order and approval of agenda

J. Boudreau, Task Force Chair, opened the meeting at 12:03pm (ET).

Moved by D. Lynch, seconded by J. Card

THAT the agenda be approved.

Carried

2. Approval of the minutes of the meeting of April 3, 2020

The minutes were reviewed.

Moved by M. Wrinch, seconded by K. Baig

THAT the April 3, 2020 minutes be approved.

Carried

3. Review of the options for the strategic planning workshop

G. McDonald presented the options prepared by staff. The task force agreed that delaying the work is not preferable, and that they recommend the strategic workshop be delivered on the contingency dates, August 13 and 14, so that progress can continue as per the original timelines.

With the government mandated travel and gathering rules shifting daily to control the Covid-19 pandemic, the group discussed the feasibility of hosting a hybrid attendance to suit people's preferences, where those who are comfortable and able to travel could convene in one of the provinces currently allowing visitors with no mandated self-isolation upon arrival. These provinces currently include Alberta, British Columbia, Ontario, and Quebec.

G. McDonald agreed to reach out to remote properties within Alberta and near Ottawa, with proximity to the airport, but not within city centres, to determine their availability and restrictions in place.

Task force members considered the Board's appetite for travel, that regardless of support for an in-person delivery, it may be impractical and could create an imbalance of those who will be attending in-person based on the provinces where directors reside and their provincial rules for self-isolation.

One other consideration discussed was that a hybrid delivery would require the workshop be delivered in one day, and the virtual-only delivery would allow for the workshop to be delivered over more than one day.

ACTION: Staff to revise the options for the Board to consider on June 15, as follows:

- i. **Hybrid meeting on August 13-14, 2020**
Face to face and virtual; location options will be presented on Monday
- ii. **Virtual-only workshop in mid-late August, held over a few days**
- iii. **Face-to-face workshop on October 3, 2020**
- iv. **Face-to-face workshop on December 6, 2020**
- v. **Option 5 is to be removed**

ACTION: Staff will explore locations in Alberta and Ontario for in-person delivery of the workshop, and to ensure staff resources would be willing to travel and run the meeting logistics, to be incorporated into the presentation for the Board on June 15.

4. Next meeting

The next task force meeting will be called during the week of July 13, to review the plans for the August session.

5. Other business

No other business was brought forward.

6. Closing

With no further business to discuss, the meeting adjourned at 12:50pm.