

CP Advisory Committee Minutes of Meeting

Date: June 22, 2005	Attendees: Dave Jackson, City of Vancouver Jeff Mitchell, City of Vancouver Peter Toneguzzo, City of Vancouver Soren Agren, BOABC Eddie Ho, BOABC Patrick Shek, BOABC David Graham, APEGBC Murray Johnston, APEGBC Alan Brown, AIBC Martin Bruckner, AIBC Wally Ewert, UDI Karen Martin, UDI Rick Cheung, City of Surrey (Observer)
Time: 9:00am to 10:00am	
Location: City Hall, East Wing - Yukon Room	

Items Discussed:

Item:	Action:
1. Introductions and Welcome - Dave Jackson welcomed the committee members back and gave some history on the long break since the last Advisory Committee meeting. He then discussed the history of the Committee and its role in the past. Patrick Shek was introduced as a new member. The revised scope of the Advisory Committee was detailed along with the City of Vancouver's role. The scope of the indemnification letters were discussed and it was emphasized that committee members would have no protection if they provided advice outside the scope of their indemnification letters. From the discussion it was noted that many of the members did not have their letters. Jeff Mitchell stated that he will follow up and make sure the letters get out.	JM to follow up with CoV Law Dept. re: original copies of indemnification letters
2. Scope of the Advisory Committee - Dave Jackson introduced more specifics regarding the scope of the Advisory Committee, stating that the indemnification letter clearly spells out the limits of each member. Scope of the committee includes: organizing CP education program, advising the CBO on questions related to the practice standards of CPs, providing comments to CBO on CP program documents and processes. Dave Jackson expressed that he felt the scope extends to the disciplining of CPs and noted that this has been something under-utilized in the past. Eddie Ho noted that in terms of education, the Justice Institute was responsible for the exam in the 2003 course. Some discussion then ensued about the providers of exam questions. Soren Agren noted that the BOABC was not invited to participate in the exam creation process for the 2003 course.	No action required

<p>3. Update on the Current CP Process - Peter Toneguzzo noted that the process had changed slightly since the last workshop. A reminder handout was given to the Advisory Committee with the most current procedure. It was noted that not all CPs follow the appropriate steps and some still seem unsure about the overall process. Soren Agren asked about the status of the Vancouver Insert to the CP Manual. Dave Jackson noted that the Vancouver Insert is not yet up to date and will be edited once the CP Manual review process is complete. Rick Cheung noted that the Surrey Insert is being used and is relatively complete.</p>	No Action Required
<p>4. Timing of the Objective Based Code - The 2005 National Building Code will be objective based and the release date is still uncertain. The BC Building Code will also be objective based and will theoretically be available in the Spring of 2006. The BC Building Code will be adopted by Vancouver with a separate document containing Vancouver specific amendments. Dave Jackson noted that the City is about to begin a "bottom-up analysis" of the current Vancouver only Code requirements in order to convert them to the objective-based format. Discussion turned to the matter of an update course for existing CPs. Recertification would be handled separately from a new CP course. The recertification exam would be based on an update session for the new Code requirements. This issue should be dealt with over the next year. Alan Brown noted that with the likely time lag between printing of the new Code(s) and their adoption, it would be difficult to run a course in the summer of 2006. Dave Jackson noted that the City is looking for a Code Deveopment Engineer to help with the Code change process. The City will do its best to work closely with the Province and minimize delays. Dave added that the recertification exam may not happen until Fall 2006 or early 2007 and there are no plans for an interim CP course until the Code changes have taken place. Dave Jackson noted that there are no conclusions yet on training for the new Code. Patrick Shek noted that NRC has hired Morrison Herschfield to do Canada wide training of the 2005 National Building Code, possibly to happen in January 2006.</p>	No Action Required
<p>5. Status of the CP Manual - Jeff Mitchell gave an overview of the current status of the CP Manual of Practice. Murray Johnson asked if the manual will incorporate the objective based content of the Building Codes. Dave Jackson responded by stating that the manual is very generic and does not have references to any specific Code. It was also noted that objective based designs will be handled in a fashion similar to the current equivalency review process.</p>	No Action Required
<p>6. Chair of CP Advisory Committee - Dave Jackson noted that a chair is required for the Committee and will be put on the agenda for discussion at the next meeting. Murray Johnson noted that the position of chair alternated between engineers and architects. The "term" of the chair position was 1 year.</p>	No Action Required
<p>7. Frequency of CP Advisory Committee - Dave Graham noted that in the past, meetings were held monthly. It was suggested that meetings be held on similar days to the old schedule, which was the 3rd Wednesday of every month. It was agree that the next meeting be held on Wednesday, September 21st at 8:00am.</p>	No Action Required
<p>8. Minutes of Meeting - Dave Jackson noted that for future meetings, Farida Shariff will attend to take minutes. The minutes will then be distributed to the Committee via email and posted to the CP website.</p>	No Action Required
<p>9. Other Business - Jeff Mitchell is to send out an updated list of City Staff contact information.</p>	Jeff Mitchell to follow up

Date of Next Meeting: Wednesday, September 21st, 2005 at 8:00am