



Structural Engineers Association of British Columbia

ANNUAL GENERAL MEETING
Monday, March 6, 2023 – 5.30 pm
Electronic Meeting

Business Agenda

- | | | |
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| 1. | Call to Order | David Harvey |
| 2. | Approval of Annual General Meeting Minutes, March 7, 2022 | David Harvey |
| 3. | President's Report | David Harvey |
| 4. | Approval of Financial Report for 2022 | David Harvey |
| 5. | YMG Report | David Harvey |
| 6. | Membership | David Harvey |
| 7. | Other Business | David Harvey |
| 8. | <i>Acclamation of Directors for 2023:</i>
Perry Adebar, Ph.D., P.Eng.
Robert Bourdages, P.Eng., SE
Stanley Chan, P.Eng.
Tim Dunne, P.Eng.
Gregory Gislason, P.Eng.
Tejas Goshalia, P.Eng., SE
David Harvey, P.Eng., Struct.Eng.
Cameron Kemp, P.Eng.
Kitty Leung, P.Eng., Struct.Eng.
Colin MacLeod, P.Eng.
Surinder Parmar, P.Eng., PMP
Kevin Preston, P.Eng.
Kevin Riederer, P.Eng.
Calvin Schmitke, P.Eng., Struct.Eng.
Andrew Seeton, P.Eng.
John Sherstobitoff, P.Eng. | David Harvey |
| 9. | Adjournment of the Business Session | |

ANNUAL GENERAL MEETING MINUTES
Monday, March 7, 2022

Time: 5:30 p.m.

Venue: Virtual Meeting

Present: **President:** David Harvey
 Treasurer: Surinder Parmar, P.Eng, PMP
 Director and Past President: Cameron Kemp, P.Eng.
 Directors:
 Perry Adebar, Ph.D., P.Eng.
 Stanley Chan, P.Eng,
 Adrian Gygax, P.Eng., Struct.Eng.
 Kitty Leung, P.Eng., Struct.Eng.
 Calvin Schmitke, P.Eng., Struct.Eng.
 Andrew Seeton, P.Eng.
 John Sherstobitoff, P.Eng.
 SEABC members

Regrets Robert Bourdages, P.Eng., SE
 Tejas Goshalia, P.Eng., SE
 Kevin Riederer, P.Eng.

Total Attendees: 35

1. Call to Order

David Harvey welcomed all members and guests to the 2022 virtual Annual General Meeting of SEABC. The meeting started at 5:35 p.m.

2. Acknowledgement of Sponsors

Stanley Chan thanked Xradar for its continued sponsorship of SEABC's Young Members' Annual Presentation Competition. Xradar has been SEABC's platinum sponsor for the past three years.

3. Approval of Annual General Meeting Minutes, March 8, 2021

There were errors in the AGM package distributed. The corrected package will be reposted at the website.

Post Meeting Note: Errors in the dates of reports in the package have been corrected; the 2022 AGM package has been reposted at the website.

Motion to adopt the minutes of March 8, 2021: Moved, seconded. Motion carried.

4. President's Report

Highlights of the President's Report for 2021, included in the package sent to all members:

After 14 years of representing BC's structural engineers, SEABC continues to prosper.

As for everyone, 2021 was a challenging year for SEABC. Fortunately, much of our Association business is conducted remotely and was not greatly affected by the physical distancing requirements which were brought in to combat the pandemic. The monthly meetings of the Board of Directors, educational events and the SEABC courses continued to be held as virtual activities. As a result, SEABC continued operations throughout the year.

Membership is holding steady at approximately 800 members with a roughly even demographic distribution. Our financial position remains strong with a healthy 2021 balance. In spite of a turbulent year, SEABC's investment account stands at over \$450,000. Our financial strength allows us to underwrite our many activities, including educational events and SEABC's website – the primary avenues for interaction with our members. We also introduced the Legacy Awards program in 2021.

The following is a brief update on each of the main areas of activity within SEABC:

*** Website Update**

Our website upgrade is now fully operational. There is still some outstanding work to implement which will streamline management of the site. The SEABC Webmaster introduced assistant webmasters to aid day-to-day site operation and was looking for a successor.

*** IStructE**

SEABC maintains a close relationship with the London, UK-headquartered Institution of Structural Engineers (IStructE) representing structural engineers around the world. As Regional Group Chair, I attended IStructE Council briefing and AGM in February and July, which were held as virtual events.

*** Education Committee**

Our Education Committee remains our most active committee with an offering of courses and seminars. Most of our events are recorded and which allows online attendance if time and/or distance don't allow attendance in person. The plans for the coming year include a similar number of events and the reintroduction of in-person meetings which we are sure you will find interesting and informative. Please scan our newsletters and visit our website for notices of upcoming events.

*** Disaster Response Committee**

Starting up in 2014, the Disaster Response Committee was given the mandate of providing liaison and technical guidance to APEGBC as well as provincial and municipal organizations charged with improving our overall disaster response readiness. Since then, this committee has been active attending several meetings and conferences aimed at improving our post-earthquake response systems and procedures. These meetings involve our Association, APEGBC, local and provincial government agencies as well as sister agencies in other jurisdictions such as California who are working on similar initiatives.

*** Structural Practice and Technical Committees**

Our Structural Practice and Technical Committees continue to provide valuable input to and liaison with EGBC and other organizations that the SEABC interacts with. These two committees have been active

providing technical input to bulletins issued by EGBC as well as providing professional practice input to other business-related issues within our own association and EGBC.

*** Young Members Group**

Our Young Members Group (YMG) is a key success story for SEABC. The YMG is very active with many activities and seminars planned that are relevant to young (and older) engineers. We encourage our younger members to all join the YMG and to become involved in their activities.

*** Vancouver Island and Okanagan Branches**

Our Vancouver Island and Okanagan branches remain active. In-person events and seminars have been impacted by the pandemic restrictions and will not be re-implemented until later this year. In the meantime, branch members are encouraged to participate in on-line SEABC events. Thank you to Daniel Gao for stepping forward to chair the Vancouver Island Branch; as well as to Meagan Harvey, who continues to chair the Okanagan Branch, despite juggling her SEABC responsibilities with the challenges of raising a young family.

In conclusion, I'm pleased to report that the SEABC is an active association providing relevant information and support to our members. A volunteer organization such as ours is only as good as our volunteers. I would like to thank the many volunteers that make up our Board, our committees, as well as those that participate in our activities. Their efforts and your involvement continue to make the SEABC the dynamic, vibrant and relevant organization that it has become. As always, we welcome your suggestions as to how to make our association better.

5. Approval of Financial Report for 2021

Motion to adopt the Financial Report: Moved, seconded. Motion carried.

6. Committee Reports

Committee reports, and branch activities were included in the package sent to all members. Reports of the following were included in the AGM Package: Communications Committee, Education Committee, Structural Practice Committee, Technical Committee, Young Members Committee, Webmaster, Vancouver Island/Victoria Branch and the Okanagan Branch.

7. Membership

As of March 7, 2022, SEABC has 663 members.

8. Other Business

Ralph Brade from the Kootenays asked what was SEABC doing to serve the interests of members that are remote from the Lower Mainland and cannot attend in-person SEABC's in-person meetings and events. David Harvey replied that SEABC was established with the intention of serving anyone who cannot attend an event by recording it and archiving the event on the website for later access by any member. David suggested that Ralph explore the already archived recordings which represent the vast majority of past SEABC events. David expressed hope of mix-mode live events in future, blending in-person and remote participation, noting that the research into this has not yet been done.

Tim Dunne had a similar message, noting that while he is based in the Lower Mainland, his business services the BC Interior, where Tim sees great opportunities for practitioners who commit to serving the region. David was glad to hear that some practitioners were prepared to commit to serving Interior BC clients, and that SEABC was serving their needs as well as possible.

9. Acclamation of Directors for 2021

By acclamation, the following were elected to the SEABC Board for the 2021-2022 session:

President: *David Harvey, P.Eng. Struct.Eng.*

Past President: *Cameron Kemp, P.Eng.*

Treasurer: *Surinder Parmar, P.Eng., PMP*

Perry Adebar, Ph.D., P.Eng.

Robert Bourdages, P.Eng., SE

Stanley Chan, P.Eng.

Allison DenToom, P.Eng.

Tim Dunne, P.Eng.

Gregory Gislason, P.Eng.

Tejas Goshalia, P.Eng., SE

Adrian Gygax, P.Eng., Struct.Eng.

Kitty Leung, P.Eng., Struct.Eng.

Kevin Preston, P.Eng.

Kevin Riederer, P.Eng.

Calvin Schmitke, P.Eng., Struct.Eng.

Andrew Seeton, P.Eng.

John Sherstobitoff, P.Eng.

10. Adjournment of Business Session

Meeting adjourned at 6:13 p.m.

Minute Taker:

Cecilia Bernabe

SEABC Administrative Assistant



Structural Engineers Association of British Columbia

President's Report

After 15 years of representing BC's structural engineers, SEABC continues to prosper.

As for everyone, 2022 was a challenging year for SEABC. Fortunately, much of our Association business is conducted remotely and was not greatly affected by the physical distancing requirements, brought in to combat the pandemic. The monthly meetings of the Board of Directors, educational events and the SEABC courses continued to be held as virtual activities. As a result, SEABC continued operations throughout the year.

Membership is holding steady at approximately 700 members with a roughly even demographic distribution. Our financial position remains strong with a healthy 2022 balance. In spite of a turbulent year, SEABC's investment account stands at about \$500,000. Our financial strength allows us to underwrite our many activities, including educational events, the Legacy Awards and SEABC's website – the primary avenues for interaction with our members. As of March 2nd, there are 674 SEABC members.

The following is a brief update on each of the main areas of activity within SEABC:

- **Website Update**

Our website upgrade is fully operational. Our longstanding webmaster, Steven Pienaar stood down, and new webmaster, Ricardo Ruiz took over. Happily, Ricardo quickly adapted to SEABC's requirements

- **IStructE**

SEABC maintains a close relationship with the London, UK-headquartered Institution of Structural Engineers (IStructE) representing structural engineers around the world. As Regional Group Chair, I was able to attend the IStructE Council meeting and AGM, held in-person last July.

- **Education Committee**

Our Education Committee remains our most active committee with an offering of courses and seminars. Most of our events are recorded and which allows online attendance if time and/or distance don't allow attendance in person. The plans for the coming year include similar events and the reintroduction of in-person meetings which we are sure you will find interesting and informative. Please scan our newsletters and visit our website for notices of upcoming events.

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- **Structural Practice and Technical Committees**

Our Structural Practice and Technical Committees provides valuable input to and liaison with EGBC and other organizations that SEABC interacts with on an as-needed basis. These two committees have been active providing technical input to bulletins issued by EGBC as well as providing professional practice input to other business-related issues within our own association and EGBC.

- **Young Members Group**

Our Young Members Group (YMG) is a key success story for SEABC. The YMG is very active with many activities and seminars planned that are relevant to young (and older) engineers. Last year, long-standing Chair Stanley Chan stood down and new Chair Greg Gislason stepped into the role. We encourage our younger members to all join the YMG and to become involved in their activities.

- **Vancouver Island and Okanagan Branches**

Our Vancouver Island and Okanagan branches remain active. In-person events and seminars have been impacted by the pandemic restrictions and will shortly be re-implemented. In the meantime, branch members are encouraged to participate in on-line SEABC events. Thank you to Daniel Gao for stepping chairing the Vancouver Island Branch; as well as to Meagan Harvey, who continues to chair the Okanagan Branch, despite juggling her SEABC responsibilities with the challenges of raising a young family.

In conclusion, I'm pleased to report that the SEABC is an active association providing relevant information and support to our members. A volunteer organization such as ours is only as good as our volunteers. I would like to thank the many volunteers that make up our Board, our Committees, as well as those that participate in our activities. Their efforts and your involvement continue to make the SEABC the dynamic, vibrant and relevant organization that it has become. As always, we welcome your suggestions as to how to make our association better.

David Harvey, P.Eng., Struct.Eng.
President, SEABC

Committee Reports

1. Communications Committee Report

During 2022, the Communications Committee was busy. Our activities included:

- *Website development*
- *Broadcast email notifications of events*
- *Four newsletters (February 2022, May 2022, August 2022 and November 2022)*
- *Membership support*
- *Responding to enquiries.*

We continue to receive favourable comments about the website and our newsletter. In addition, our broadcast email service is proving to be popular with the membership.

The newsletter includes regular reports from the committee chairs outlining news of SEABC activities, but to enhance readability and interest, relies heavily on articles contributed by the members. Thank you to all who send us interesting articles over the past year and for the strong support we receive. Please keep sending us your comments, as well as photographs and newsletter articles, so that we can continue to improve our products and keep you better informed.

The Communications Committee is also responsible for maintaining the membership list. We distribute membership renewal reminders, ensure that members can access their area of the website, and facilitate on-line event registration. Almost all of SEABC's members have provided us with an email address which greatly simplifies communication. We urge members to ensure that their contact information is up to date. To attend SEABC's excellent CPD events and access the recorded seminars on the web site, kindly also ensure that you renew your membership annually. Our on-line material is being continually expanded so that all our members can benefit from access to past events.

David Harvey, P.Eng., Struct.Eng.
Chair, Communications Committee

2. Young Members Committee Report

The Young Members Group (YMG) Committee's mission is to promote the interest of our young members through Professional Development, Networking, Registration Assistance, Communications, and Outreach initiatives. The YMG committee is served by a team of passionate, enthusiastic, and dedicated volunteers. Through monthly meetings and the use of a new online communication platform to streamline the event planning processes, the YMG committee has been able to host virtual events, combined with the return of delivering in-person events and initiatives throughout this year.

The YMG annual Young Engineer Presentation Competition in February 2022 featured six outstanding presentations by our young members in an online format over the span of two days. Since the inception of YMG's annual flagship event in 2012, the YMG has featured over 50 young members' presentations. The YMG continues to put on new and recurring events geared toward young professionals. This year, the YMG also held two project site tours for professional development. To promote networking amongst members, bowling night and trivia night social events were hosted. The YMG also continues to partner with young professional groups of other associations in hosting events for professional development and networking opportunities.

The committee is also responsible for allocating funding from SEABC to UBC and BCIT to support student activities such as student design teams, seminars, project tours, and industry nights. The YMG benefits from the student perspectives from both UBC and BCIT student representatives on the YMG committee.

The YMG committee continues to grow and works closely with our Okanagan YMG Representatives. The YMG's programs and services to our young members is only possible with the dedication and commitment of YMG committee volunteers.

Gregory Gislason, P.Eng.
Chair, Young Members Group

Financial Statements (unaudited)

SEABC

Comparative Income Statement

	Actual 01/01/2022 to 12/31/2022	Actual 01/01/2021 to 12/31/2021
REVENUE		
Revenue		
Individual Member Dues	61,739.99	54,945.50
IStructE rebate	0.00	2,691.25
Interest revenue	0.00	73.25
Capital gain/Loss	2,440.46	5,435.68
Capital gain/Loss US\$	12,033.19	8,746.83
Dividends CAN \$	9,347.25	7,575.77
Dividends US \$	10,554.86	0.00
Non-Res-Tax withheld	-1,109.95	-821.85
Foreign exchange	21,105.89	6,384.29
Managment fees-Investment	-9,584.49	-8,394.34
Foreign income	0.00	8,773.03
Total Revenue	<u>106,527.20</u>	<u>85,409.41</u>
TOTAL REVENUE	106,527.20	85,409.41
EXPENSE		
General and Administration		
Administrative secretary	5,850.00	5,980.00
Office expenses	82.76	0.00
Bank charges	159.50	186.79
Non-deductible penalties & interest	0.00	185.97
AGM expenses	168.13	897.15
Accounting/legal	8,460.00	7,630.00
Total General and Administration	<u>14,720.39</u>	<u>14,879.91</u>
Education		
Secretarial & Event Planner	0.00	1,500.00
BCIT Student scholarships	1,000.00	0.00
SEABC - UBC Scholarship	2,000.00	0.00
UBC CSCE	0.00	6,000.00
GVR Science Fair Award Sponsorship	766.27	0.00
Total Education	<u>3,766.27</u>	<u>7,500.00</u>
Structural Practice		
Miscellaneous	133.49	178.40
Total Structural Practice	<u>133.49</u>	<u>178.40</u>
Communications and member services		
Newsletter editing and publishing	5,345.00	3,440.00
Website maintenance	874.36	1,917.44
Web Master Cost	17,130.00	0.00
YMG meeting expense	343.65	0.00
Social networking	380.53	0.00
Communication	0.00	500.00
Engineering Competition	2,122.82	2,062.77
Total communications & member srvs	<u>26,196.36</u>	<u>7,920.21</u>
Corporate Members Services		
Project Peter Taylor Grant (SFRS)	0.00	5,000.00
Total Corporate Member services Com	<u>0.00</u>	<u>5,000.00</u>
Special Events		
IOMAC 2022 Sponsorship	5,000.00	0.00
YMMAA 2022 Travel Grant	3,500.00	0.00
EERI-BC 32022 Sponsorship	1,000.00	4,000.00
Total Special Events	<u>9,500.00</u>	<u>4,000.00</u>
TOTAL EXPENSE	54,316.51	39,478.52

Printed On: 01/31/2023

SEABC

Comparative Income Statement

	Actual 01/01/2022 to 12/31/2022	Actual 01/01/2021 to 12/31/2021
NET INCOME	52,210.69	45,930.89

SEABC

Comparative Balance Sheet

	As at 12/31/2022	As at 12/31/2021
ASSET		
Current Assets		
Royal Bank 108 795 6	31,713.97	68,823.62
RBC 108 980 4-Stripe	52,275.92	74,739.72
Petty Cash	48.62	131.38
Total Cash	84,038.51	143,694.72
RBC CAN 370- 81503-1-7	274,868.59	246,456.15
RBC U.S. Dollar 370-81503-1-7	235,134.00	181,697.00
RBC US \$ exchange 370-81503...	83,321.49	50,383.72
Total Investments	593,324.08	478,536.87
Total Current Assets	677,362.59	622,231.59
TOTAL ASSET	677,362.59	622,231.59
LIABILITY		
Current Liabilities		
Owe to IABSE	20,296.38	20,296.38
Accrued Liabilities	2,050.00	2,050.00
Unearned Revenue	35,146.00	34,169.80
GST Payable (Refund)	0.00	-0.36
GST on Revenue	3,087.01	2,747.07
GST on Purchases	-1,333.60	-699.51
GST instalment	-9,972.10	-12,210.00
HST/GST Owing (Refund)	-8,218.69	-10,162.44
Total Current liabilities	49,273.69	46,353.38
TOTAL LIABILITY	49,273.69	46,353.38
EQUITY		
Equity Contributions		
DSE-Contributions	38,759.68	38,759.68
VSEGS Contributions	42,551.55	42,551.55
SEABC Contributions	19,000.00	19,000.00
IABSE-Contributions	244,536.05	244,536.05
Total Equity Contributions	344,847.28	344,847.28
Owners Equity		
Surplus Contributions	231,030.93	185,100.04
Current Earnings	52,210.69	45,930.89
Total Owners Equity	283,241.62	231,030.93
TOTAL EQUITY	628,088.90	575,878.21
LIABILITIES AND EQUITY	677,362.59	622,231.59

Surinder Parmar, P.Eng.
Treasurer