



A P E G S

*Association of Professional Engineers
& Geoscientists of Saskatchewan*

**Regulating the
professions.
Protecting the
public.**

Typical Duties of an APEGGS Councillor

Attend and participate in New Councillor Orientation

Newly elected councillors will be provided with an orientation session shortly after the annual meeting to provide background to a variety of APEGGS information and current council activities. APEGGS staff will work with councillor(s) to ensure that the session occurs at a time that is convenient.

Attend and participate at Council Meetings

Council meets five times per year. The meetings are held quarterly in June, September, November, and March, with a special virtual meeting in early April. The first meeting of the newly elected council is in June and runs for two full days on a Thursday and Friday, at a location other than Regina or Saskatoon, and includes an annual strategic planning session. The meetings in September, November, and March alternate between Regina and Saskatoon and are typically Thursday afternoon and Friday morning.

Accommodations will be pre-arranged by APEGGS with payment to be made by the council member. Hotel accommodations, travel and meal expenses (if any) will be reimbursed by APEGGS in accordance with the Expense Reimbursement Policy.

Serve as a Committee Liaison Councillor

This requires attendance at and participation in committee meetings during the year. The committees meet at least quarterly but may meet more often depending upon their workload. Committee meetings are usually less than 3 hours in length and can generally be attended through Microsoft Teams. Committees may choose to meet in person at least once per year.

The Liaison Councillors are required to fully participate in the activities of the committee, and to facilitate communication between council and the committee for which they are responsible. As a Liaison Councillor, you are a full participating member of the committee(s) to which you are assigned. Your attendance counts towards quorum.

Meeting Preparation

As part of attendance at the council and committee meetings, a councillor is expected to review agenda material prior to the meetings to be able to participate fully in discussion. Agendas are usually available to meeting participants one week in advance of a scheduled meeting.

Annual Meeting

Attend the Annual Meeting and Professional Development Conference of the Association which is typically the first weekend of May (Friday-Saturday). Locations alternate between Regina and Saskatoon. The annual meeting takes place on Saturday morning and is delivered in person with a virtual option to participate for APEGGS members and guests. Please visit the APEGGS website at www.apegs.ca for additional information regarding the Annual Meeting.

APEGS Representatives

Councillors may be asked on occasion to represent the Association at a wide variety of business and social functions which might include meetings with university students, government officials, or other organizations in the engineering/geoscience field.

Other

Councillors may, at their discretion or at the request of the President, become involved in task groups or specific projects undertaken by the Association.