

ALBERTA ASSOCIATION, CANADIAN INSTITUTE OF PLANNERS (AACIP)

PROPOSED FINAL DRAFT REGISTERED PROFESSIONAL PLANNER (RPP) REGULATION AND THE NEW ALBERTA PROFESSIONAL PLANNERS INSTITUTE (APPI) BYLAWS

BACKGROUND, VOTING INSTRUCTIONS, QUESTIONS AND ANSWERS

Background

On October 19, 1989 the Alberta Association, Canadian Institute of Planners (AACIP) was granted regulatory authority for the Alberta Community Planner Regulation, established under *Professional and Occupational Associations Registration Act (POARA)*. *POARA* is an "umbrella" act designed to regulate professional associations not regulated under other Alberta statutes. Its purpose is to protect the public by ensuring members of registered professional associations meet acceptable standards. After an association is registered, under the *Act*, its members are governed by the regulations under that *Act*. Members are entitled to exclusively use titles and abbreviations reserved for them. *POARA* does not restrict practice rights or "right to work" in any way.

Currently only members, who are registered with AACIP, in accordance with the regulation, are permitted to use the title "Alberta Community Planner" and the abbreviations "A.C.P." or "ACP". Alberta Community Planners have a high degree of accountability. They must meet the regulated requirements in order to obtain registration and use of the protected title. As well, they are subject to discipline and practice review procedures under *POARA*.

In 2006, the AACIP membership voted in favour of changing the Association's name from the Alberta Association, Canadian Institute of Planners (AACIP) to the Alberta Professional Planners Institute (APPI) and to changing the designation used by Full members from Alberta Community Planner (ACP) to Registered Professional Planner (RPP). The new name and designation have been incorporated into the proposed final draft of the new Professional Planners Regulation under *POARA*. In accordance with the *Act*, consultation with external stakeholders has been conducted. In addition, the AACIP membership must also be consulted on the proposed changes in the form of a membership vote. If approved by a majority of the members, the proposed final draft new regulation will then be submitted to the Minister for review by the Government and approval by the Lt. Governor in Council. At that point in time the name of the Association and the professional designation will be legally changed.

Simultaneously, the AACIP Bylaws have been rewritten to reflect changes necessitated by the proposed final draft new regulation and to update governance procedures and practices. The proposed new APPI Bylaws must also be approved by a majority of the members and will come into effect upon approval by the Province of the new Professional Planners Regulation. Once the Regulation and Bylaws are adopted, the Association's website, logo, stationary, etc. will be updated accordingly.

The existing Alberta Community Planner Regulation and the proposed final draft of the new Professional Planner Regulation, as well as the current AACIP Bylaws and the proposed new APPI Bylaws are posted on the current AACIP website for viewing at www.aacip.com, please look under the section tabbed Public/MemberRequirements/MemberServices. If you have any questions or would like a copy of any of the documents referenced mailed to you in hard copy, you may do so by email request, aacip@aacip.com or by calling the AACIP office at 780-435-8716, or toll free at 1-888-286-8716.

Materials Enclosed for the Vote on the proposed final draft regulation and proposed new APPI Bylaws

Included in this package are the following materials:

- One BALLOT
- One BALLOT envelope
- One RETURN envelope pre-addressed to the AACIP Office

Instructions for Voting

Failure to abide by the following procedures will result in a “spoiled ballot” that will be considered void.

1. On the ballot vote either “YES” or “NO”, by placing an “X” in the appropriate box.
2. Enclose the ballot in the envelope marked “BALLOT” and seal this envelope.
3. Insert the sealed “BALLOT” envelope into the pre-addressed and pre-stamped Return envelope provided. Please note that the return envelope has already been personalized with your name and address in the upper left hand corner of the envelope. **It is essential that this return address sticker not be removed from the envelope in which you return your sealed ballot, as it is used to confirm your eligibility to vote.**
4. Return the sealed pre-addressed Return envelope, by mail to the Returning Officer, c/o the AACIP office **prior to 5:00 p.m. of December 31, 2009.**

Questions and Answers

How do the changes to the Regulation and Bylaws impact the registration process?

The Regulation and Bylaws do not impact the Registration process as they have been drafted to ensure consistency with current practices but still be open and flexible enough to encompass new policies and procedures which have been proposed as a result of the National Membership Continuous Improvement Project (Planning for the Future, Raising the Bar). These changes are proposed to ensure that candidate members have appropriate preparation for membership, are appropriately mentored about the transition to professional membership, and demonstrate that they understand and appreciate the professional codes and practices of planning.

How do the new Regulation and Bylaws impact the classes of membership, in particular what happens to the Student members, Non-practicing members and Associates?

The Regulation is put in place to regulate professional practicing planners. Students, Non-practicing members and Associates are not professional practicing planners, and are therefore not Regulated members under the Act or within the Bylaws, however, these individuals may retain non regulated membership and may be incorporated as “members” under policy.

Why are the new name, designation and Regulation better?

With the increasing prominence of planning in Alberta, the Northwest Territories and Nunavut, many members have expressed that the Association needs a new and stronger name and a professional designation that would better suit our members regardless of where they practise. Based on input received from the membership, in 2005 Council endorsed the principle of changing the Association’s name to the Alberta Professional Planners Institute (APPI) AND the professional designation to Registered Professional Planner (RPP).

Why has the Legislative Review Committee been removed from the Bylaws?

Any reference to a Committee that was not deemed as mandatory in the regulation has been removed from the Bylaws and will be incorporated into the policy manual.

If I am a graduate of a CIP Recognized planning program, do I have to write an exam?

Under the current registration process and the proposed final draft Regulation, graduates of CIP Recognized Planning programs are not required to write the CIP Written Exam. This will not change with the adoption of the new Regulation, however, the proposed final draft Regulation is flexible enough to encompass new policies and procedures which may be adopted as a result of the National Membership Continuous Improvement Project (Planning for the Future, Raising the Bar). These changes are proposed to ensure that candidate members have appropriate preparation for membership, are appropriately mentored about the transition to professional membership, and demonstrate that they understand and appreciate the professional codes and practices of planning.

Do I still need a degree to become a member of the Association?

The existing Regulation does not include a “Special Admissions” clause whereby a candidate who did not have a university degree could become a Regulated member of the Association. The proposed final draft Regulation does provide for an individual who does not have a university degree to achieve regulated member status via a “combination of education, training, experience, examinations of other qualifications that demonstrate the competence required for registration”.

Does RPP give me a right to title or a right to practice?

Those who are registered with the Institute, in accordance with the proposed final draft Regulation, will be permitted to use the title Registered Professional Planner (RPP). Under the Regulation, registered members of the Institute have a high degree of accountability. They must meet the regulated requirements in order to obtain registration and use of the protected title. As well, they are subject to discipline and practice review procedures under *POARA*. The Regulation does not give Registered Professional Planners a restricted right to practice.

Section 7.05 a) of the new Bylaws uses the term “provide proof of good character and reputation”, can you provide clarification on the meaning/intent of that statement.

The wording “proof of good character and reputation” is legal language that is mandatory in the regulation which has been carried over into the Bylaws for consistency. The process whereby a candidate member is sponsored by a Registered Professional Planner for the duration of his work experience period, is usually sufficient proof of good character and reputation.

Do the new Regulation and Bylaws address Continuous Professional Learning?

The proposed final draft Regulation does not specifically address Continuous Professional Learning, however, the Institute is established under the “umbrella” act of the *Professional and Occupational Associations Registration Act (POARA)*. This act is designed to regulate professional associations not regulated under other Alberta statutes. It is anticipated that this act will be re-written at some time in the near future to incorporate mandatory professional learning for all professions regulated within the act. In addition, regulated members in the Province are currently committed to voluntary continuous professional learning, by virtue of the CIP Statement of Values and Code of Professional Practice which states in Section 3.1 under the Planner’s Responsibility to the Professional and Other Members that CIP members shall “take all reasonable steps to maintain their professional competence throughout their working lives and shall comply with CIP’s continuing professional learning requirements as amended from time to time”.

Why has this voting on this ballot not been undertaken via an electronic voting system?

Under the Province’s *Professional and Occupational Associations Registration Act (POARA)*, the Alberta Community Planner Regulation may not be amended by any other means than voting at a general meeting or by mail. However, it is generally accepted that conducting voting electronically in this day and age is both fiscally prudent and efficient, providing members who wish to vote via mail are given that opportunity. It is highly anticipated that *POARA* will be re-written at some time in the near future to allow for electronic voting. As there is currently an opportunity to incorporate electronic balloting in the Institute bylaws at this time, the proposed new APPI Bylaws allow for electronic balloting on Council elections and other resolutions.