

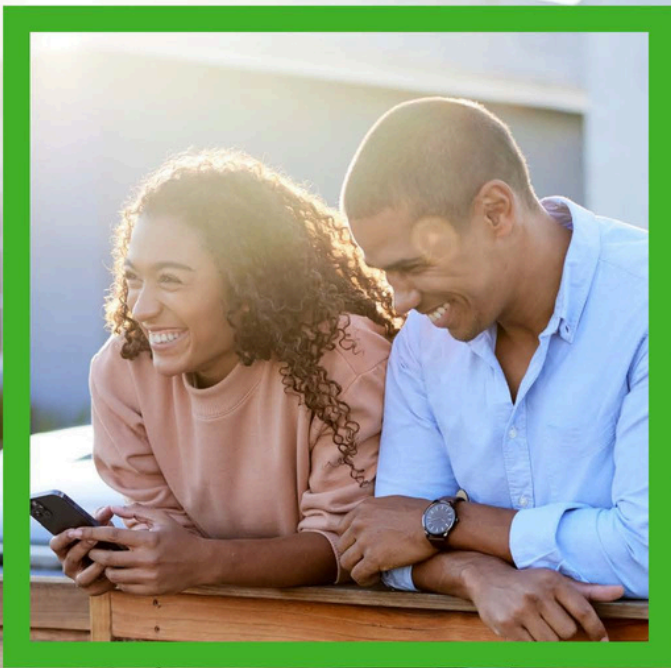
ENGINEERS
GEOLOGISTS
New Brunswick



INGÉNIEURS
GÉOSCIENTIFIQUES
Nouveau-Brunswick

ANNUAL REPORT 2024





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Our Mission

To protect the public interest by regulating practice and to maintain public confidence in the professions.

Our Vision

The Association of Professional Engineers and Geoscientists New Brunswick leads the professions as a trusted, integral resource in regulatory matters.

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Director of Communications
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Images courtesy of CANVA & APEGNB



A WORD FROM THE PRESIDENT

2024 was a year of significant advancements and collaborative efforts, each grounded in our enduring commitment to transparency, integrity, and professional excellence. Building upon the achievements of the past, I am privileged to have continued fostering APEGNB's values and to work alongside our dedicated volunteers, Council, and staff. Collectively, our tireless contributions make our association a powerful advocate for the engineering and geoscience professions.

This year we focused on advancing our 2023-2026 Strategic Plan – a guiding framework crafted to drive sustainable growth and meet the evolving needs of our professions. By embracing strategic opportunities and further understanding regulatory challenges, we have taken essential steps forward in key areas, including competency-based assessments, the introduction of limited licensure, and enhanced professional development. As well, a comprehensive review of the registration and licencing processes was initiated to provide clear and transparent registration requirements for applicants and to ensure the processes are effective and efficient.

Following the successful implementation of a harmonized CPD program across the Atlantic provinces in January, we have witnessed firsthand the benefits of a more unified approach to professional development. This initiative not only strengthens our commitment to lifelong learning but also reinforces our alignment with other regulatory bodies, supporting registrants in maintaining high standards across the Atlantic provincial boundaries.

Our Association also marked a major milestone this year with the introduction of the limited licence application, a designation designed to acknowledge specialized skillsets and meet New Brunswick's evolving workforce needs. This accomplishment is a testament to the dedicated work of the Limited Licence Task Force and the APEGNB Registration team, whose outreach and educational efforts have been instrumental in building awareness and understanding among members, employers, and stakeholders. To date, we have successfully licensed two members with an LEL designation (Limited Engineering Licence) with a few other applications underway.

In May, Canada's engineering regulators signed a National Statement of Collaboration to further expand our partnership with a renewed commitment to proactively work together to address national and international barriers to mobility for engineers and engineering entities, further advancing public safety and increasing regulatory efficiency.

Throughout the year, we also reaffirmed our commitment to enhancing relationships with educational institutions. Through our Foundation for Education, along with scholarships and mentorship programs, APEGNB

"I am encouraged by our continued progress and the commitment of our many volunteers that keep us relevant, respected and a trusted regulator. We are well positioned to lead into the future."

Holly Young, P.Eng., FEC
105th President, APEGNB

is helping to cultivate the next generation of engineers and geoscientists. In this spirit, we re-launched the APEGNB Connections Program (an initiative designed to bridge the gaps between seasoned professionals and new entrants to our field), which included upper-level university students as mentees. In addition, APEGNB participated in several career fairs, STEM based organizational initiatives and continued to grow partnership with key stakeholders in these areas all to enhance awareness among youth of the engineering and geoscience professions.

As we continue to navigate issues impacting public safety, environmental sustainability, and regulatory integrity, we are committed to being a trusted voice on matters that shape our province and beyond. Our professionals remain at the forefront of addressing critical challenges, from climate adaptation to digital transformation, with the expertise, creativity, and dedication that our communities expect and deserve.

I extend my deepest appreciation to our past president, Raphaël Roy, P.Eng., for his leadership and unwavering dedication.

I also wish to thank Shawn Amberman, P.Eng., whose support and insights as Vice-President have been invaluable throughout the year. Shawn, your commitment and vision will continue to guide our Association forward in 2025, and I have every confidence in your leadership.

I want to recognize the staff of APEGNB, whose dedication is central to our operations. Their work ensures the smooth execution of our programs and guides the realization of our strategic goals. Together, we are charting a path for APEGNB that honours our proud history and looks toward a bright and resilient future for the professions we serve.

I am encouraged by our continued progress and the commitment of our many volunteers that keep us relevant, respected and a trusted regulator. We are well positioned to lead into the future.

It has been an honour for me to serve as your 105th President.

Respectfully,



HOLLY YOUNG, P.ENG., FEC
PRESIDENT, APEGNB, 2024



In May 2024, engineering regulators from each jurisdiction came together to sign a National Statement of Collaboration, strengthening harmonization, innovation, and collaboration for engineers across Canada. Pictured (L-R): Marlo Rose, P.Eng., FEC, APEGNB Engineers Canada Director, Holly Young, P.Eng., FEC, APEGNB President, Lia Daborn, APEGNB CEO & Registrar.

GOVERNANCE

Council members are leaders who commit themselves to administering the *Engineering and Geoscience Professions Act* through the regulation of the professions, establishment of standards of knowledge and skill for the practice of the professions and establishing standards of professional ethics. This is all done in the public interest.

EXECUTIVE



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Holly Young,
P.Eng., FEC



Vice-President
Shawn Amberman, P.Eng.



**Director,
Engineers Canada**
Marlo Rose
P.Eng., FEC



**Director,
Geoscientists Canada**
Matt Alexander
P.Geo., FGC



Past-President
Raphaël Roy
ing., FIC



CEO and Registrar
Lia Daborn, CAE, ICD.D

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Northwestern Councillor
Karine Savoie, ing., FIC



Saint John Councillor
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Moncton Councillor
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Northeastern Councillor
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At-Large Councillor
André-Michel Léger, ing.



At-Large Councillor
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Geoscience Councillor
Adrian Davis, P.Geo.



Public Representative
Andrea Stierle-MacNeill



Public Representative
Marie-Claude Doucet
LLB, MBA

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CAE, ICD.D

Administrative Assistant

Jocelyne
LeGresley

Director of Finance and Administration

Jocelyn Durette,
CPA, CA

Director of Registration

Carolyn Lordon

Registration Manager

Natascha Toedter

Registration Assistants

Chantal Samson
Emily Shaw
Jackie Seeley

Director of Communications

Lauren Nicholson

Director of Professional Affairs

Stéphanie Doucet-Landry,
P.Eng., FEC

Organization Support Manager

Stamatia Baker, FEC (Hon.),
FGC (Hon.)

2025 Council Candidates

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VICE-PRESIDENT: Bernard Roy, P.Eng.

COUNCILLORS:

At-Large

André-Michel Léger, ing.
Anand Lila, EIT

Saint John

Michael Gray, P.Eng.
Scott Saunders, P.Eng.

Geoscience Representative

Adrian Davis, P.Geo.
Colin MacDonald, P.Geo.

Northeast

Elden Menezes, P.Eng.

The APEGNB Nominating Committee would like to thank all those who allowed their names to stand for election this year.

A MESSAGE FROM THE CEO AND REGISTRAR



Lia Daborn, CEO & Registrar

2023-24 was another busy year. A new Strategic plan meant increased focus in two areas in particular: Member Experience and Risk Management. Under those two pillars, one project rose to the top which was to address the timelines for processing applications for licensure.

REGISTRATION AND LICENSURE

As a result of many factors, APEGNB continues to see strong growth in applications, and timelines can be long for those from non-accredited programs. With an eye on the timelines for processing applications, Council agreed that a focus on this area was important in order to mitigate the risk that government could force our organization to meet specific registration deadlines that we are not equipped to handle. Working with a consultant, staff and volunteers identified several areas where improvements could be made with the goal of reducing wait times for a registration decision. More details on this process review can be found on page 18.

I am pleased to say that out of the recommendations, several opportunities have been captured including:

- Registration team responsibilities were re-aligned and two new staff hired.
- Staff began phasing out logbooks, transitioning to the national standard, competency-based assessments, to showcase and track experience.
- With an amendment to the By-Laws in February 2023, the removal of the one-year Canadian experience requirement, allowed applicants to use their international experience to demonstrate competency in their chosen field.
- The online application system is better integrated into the APEGNB member database to reduce the amount of manual data entry required for applications and nearly all files are now completed electronically, which our volunteer committees are trained to access for review.
- All member files are now digitized, which eliminated hundreds of paper files and folders stored on site.
- Registration staff are tracking registration application timelines.

Registration staff, along with the Board of Admissions and its committees are working to determine how to continue to improve the registration processes. These combined efforts will result in greater efficiency and a better overall experience for applicants.

2024 also saw the first permits issued for limited licenses in New Brunswick. Two applicants were approved, both of whom which were transfers from other jurisdictions (i.e. not new applicants).

CONTINUING PROFESSIONAL DEVELOPMENT

2024 marked the introduction of new CPD Guidelines which reduced the number of required hours to 30 annually, but includes two mandatory categories: Ethics (2 hours) and Regulatory Learning (1 hour).

Recognizing that the mandatory content may be more difficult to identify, APEGNB staff developed a list of resources with our Atlantic counterparts to jointly develop a module based on Engineers Canada's *Duty to Report Guideline*. The module was made available to all members in late November and other modules are in development.

The Atlantic engineering regulators also decided to share a common platform for professional development. This platform, hosted by PEGNL, will be accessible to all members in the Atlantic region. New Brunswick members will be able to link directly through the *myAPEGNB* portal. We are very proud of this collaborative effort and are recognized nationally for our efforts to work together.

In the spring, Engineers Canada presented a Memorandum of Understanding on accepting CPD files of registrants licensed in other jurisdictions. APEGNB was one of seven regulators who signed the agreement, but in reality this was already our process: non-resident licencees are required only to declare that they are compliant with their home jurisdiction's CPD requirements in order to be renewed to practice in New Brunswick.

GUIDELINES

The Architect-Engineer Joint Practice Committee was reconstituted and met in May after the updated guidelines were approved by the governing Councils of both the Architects' Association and APEGNB in Fall 2023.

The Committee reviewed several situations related to the improper use of the Joint Practice Guidelines and provided recommendations to both organizations for how those situations should be handled.

A notice was issued to all municipal Building Officials to clarify the requirements of the Joint Practice guidelines. This has resulted in province-wide enforcement of the Guidelines and the requirements for both engineers and architects to be involved in the design or modification of buildings in Part 3 of the *National Building Code*.

The Committee is composed of representatives from both organizations and is scheduled to meet twice per year at a minimum.

ENFORCEMENT

APEGNB members have no doubt been following the media coverage and developments related to a case examined by the Complaints Committee and forwarded to the Discipline Committee.

In order to support the undocumented information presented to the APEGNB Complaints Committee, APEGNB Council allocated funds from the Legal Reserve fund for an investigation. This work was completed in Fall 2024 and a hearing of the Discipline Committee is now being scheduled. APEGNB staff worked closely with government officials and municipalities to ensure the safety of the public.

The Association is serious in pursuing individuals for improper use of title and the statistics demonstrate the number of times staff have engaged on this issue. One situation involved an individual who acted as a supervisor for several applicants but was not an engineer, yet had led them to believe that he was. This caused significant delays in the individuals' applications as they were required to find new supervisors to validate their experience.

APEGNB investigated a public report by a firm and engineers who were not licensed in the province. The investigation resulted in a Complaints Committee decision indicating that registration should have occurred as the services would be considered engineering under the *Engineering and Geoscience Professions Act*. The individuals have been asked to update their registration with APEGNB.

You can read more about our complaints, discipline and enforcement activities on page 21.

STAKEHOLDER RELATIONS

We continue to seek ways to support the five branches, and were pleased to be invited to four annual meetings this year where we had the opportunity to connect with local members. A pilot project with the Saint John branch to support their communications efforts has meant seamless messaging to the local branch members and we are exploring ways to further support them and eliminate duplication of effort.

We met with UNBSJ faculty to tour their facilities and learn about their proposed programs in industrial and environmental engineering technology. We have been working to clarify the pathway for a limited license for potential future graduates from these programs.

APEGNB communicates regularly with government departments and have been consulted on several initiatives over the past year. With the new provincial government elected in the Fall, communication will continue and we will ensure to present our registrants as qualified persons who can assist with addressing the current priorities of New Brunswick.

SUSTAINABILITY AND OUTREACH

Over the past year APEGNB partnered with a number of organizations that offer STEM activities in the public school system. You can read more about our outreach efforts on page 18. The local efforts of our five branches also helped to build public awareness of both professions as important careers that contribute to the well-being of society.

FINANCES

Over the past year the organization has been impacted by various events that have required significant resources in terms of financial, staff and volunteer efforts. We are fortunate that past governing Councils understood the need to set up reserve funds to support any future support for legal activities or capital costs.

As is noted in the financial statements on page 28, this year required us to use those reserves to fund maintenance and development costs for the building at 183 Hanwell Road in Fredericton, and also to fund work related to a complaint file.

Without the benefit of those reserve funds, APEGNB would have been required to ask the members for a one-time increase in dues. Ensuring the long-term viability of the organization is one of Council's fiduciary responsibilities.

DIVERSITY, EQUITY, BELONGING AND INCLUSION

APEGNB remains deeply committed to advancing diversity, equity, inclusion, and belonging across the professions. Foundational goals—such as supporting underrepresented groups, fostering connections through mentorship, and engaging student groups—will continue to guide the Association's initiatives. APEGNB is embedding DEI principles across all aspects of our work, with opportunities for advisory groups or targeted initiatives as needed.

LOOKING AHEAD

As we look back on a year of progress and growth, we are reminded of the collective dedication that drives the professions forward. From enhancing member experiences and being acutely aware of risk management, APEGNB remains steadfast in its mission to uphold the highest standards of professionalism and public trust.

Guided by our strategic plan, we are committed to fostering innovation, sustainability, and accountability in all that we do.



Lia A. Daborn, CAE, ICD.D
Chief Executive Officer and Registrar, APEGNB

REGISTRAR'S REPORT

Statistics and visualizations within this report contain data on registrants who were approved to join APEGNB between October 1, 2023 and September 30, 2024 (inclusive).

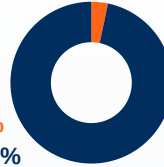
PROFESSIONALS

121

Professional Registrations Processed

Registration Category

Geoscience 3.3%
Engineering 96.7%



Gender Identity

Male 85%
Female 15%



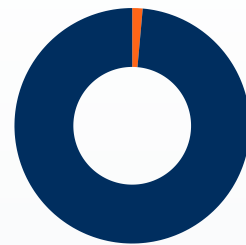
MEMBERS-IN-TRAINING

209

Member-in-Training Registrations Processed

Registration Category

Geoscience 1.4%
Engineering 98.6%



Gender Identity

Male 76%
Female 23%
Other Gender Identities 1%



FIRMS

119

New Firm Registrations Processed

22

Resident Firms

97

Non-Resident Firms

LICENCEES

282

New Licence Registrations Processed

Registration Category

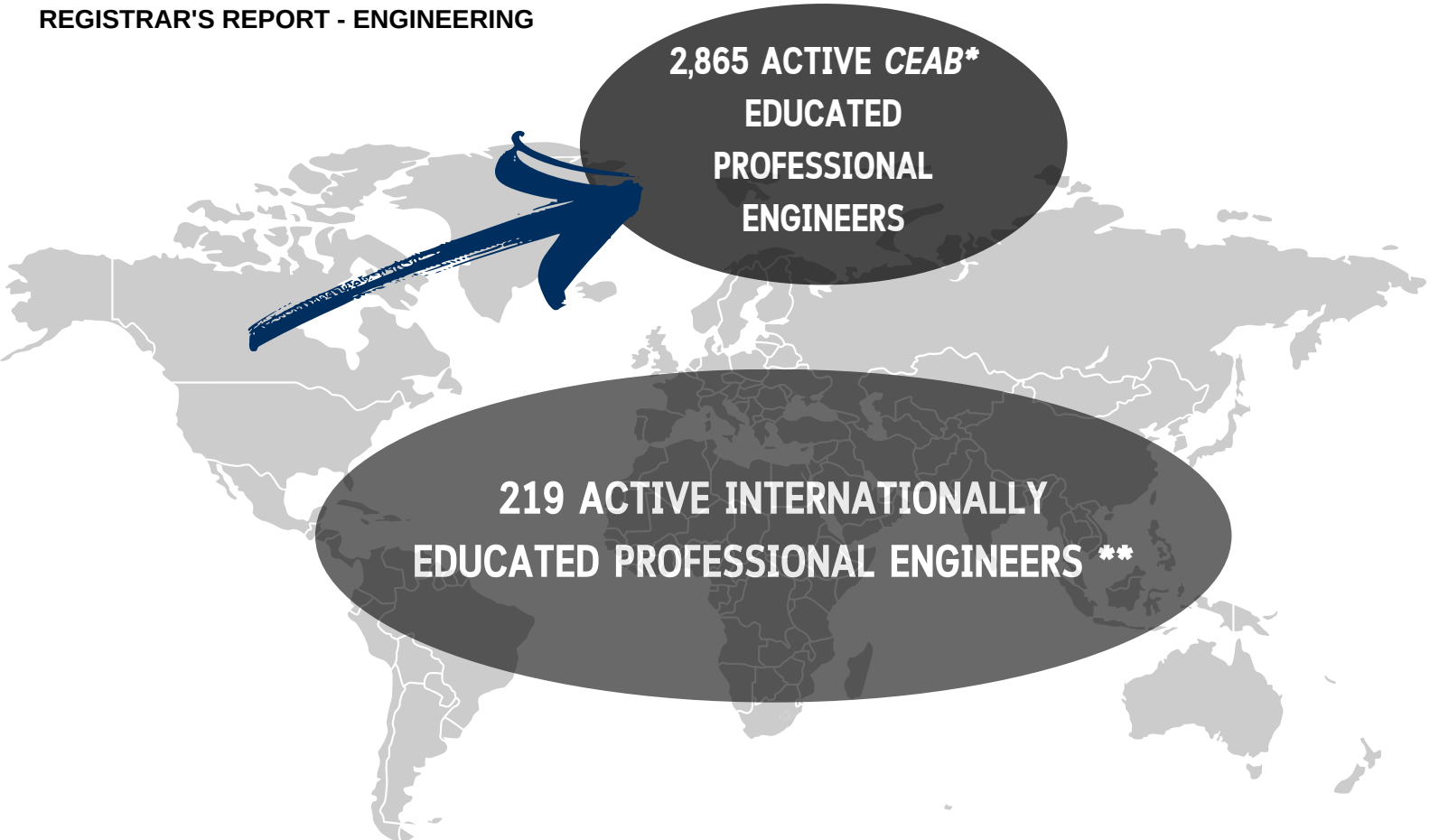
Geoscience 1.4%
Engineering 98.6%



LIMITED LICENCEES

2

Registration Category:
Engineering (LEL) Transfers



*CEAB=Canadian Engineering Accreditation Board
 ** Received Bachelor's Degree from outside of Canada

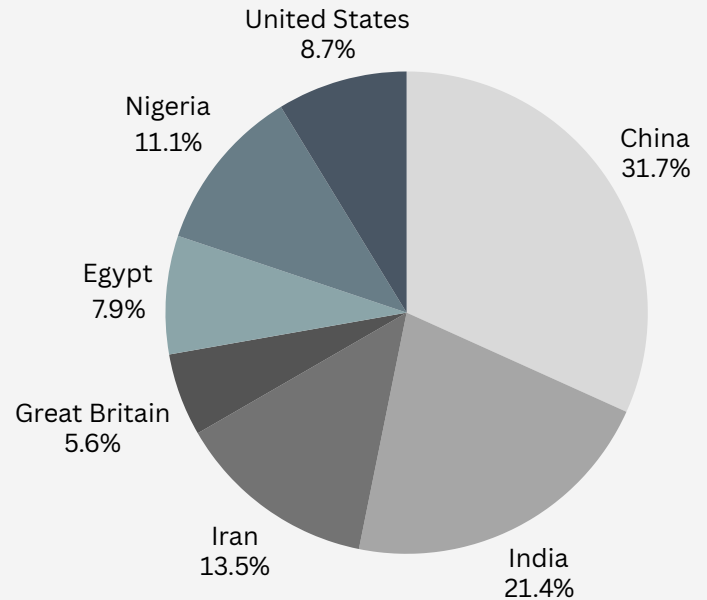
A GLOBAL REVIEW

The New Brunswick System

If a person's bachelor's degree in engineering was obtained outside of Canada, APEGNB must first assess their education to make sure it meets (or exceeds) our academic requirements. We do that by having the APEGNB Examinations Committee compare the education of the applicant to that of a "typical" Canadian Bachelor of Engineering degree. To determine this, the Committee references the CEAB and guideline information from Engineers Canada.

This means that even though a person may have a Bachelor's or advanced university degree in engineering or geoscience, and/or may have worked as an engineer or geoscientist in another country, they may not call themselves a professional engineer or professional geoscientist in New Brunswick until becoming registered with APEGNB. They may also not take responsibility for engineering or geoscience work until becoming licensed with APEGNB.

Top International countries where Registrants*** received their Bachelor Degree



***Based on Active professional engineering registrants

Geoscience in Canada*

People who practice geoscience in Canada are registered and regulated by legislation – or Acts – that govern their profession. This means Professional Geoscientists (P.Geo.'s) must be registered, adhere to a code of ethics, and be held individually accountable for their work. It also means it is illegal to practice geoscience without being registered.

Geoscience is a regulated profession in Canada. Eleven provincial and territorial governments in Canada have entrusted the profession of geoscience with the legal power to self-regulate itself. The power of self-regulation reflects the fact that the work of geoscientists – like that of other professions, such as engineering, medicine and accounting – is specialized, sophisticated and best-managed by the community of practicing professionals.

***Information from Geoscientists Canada**

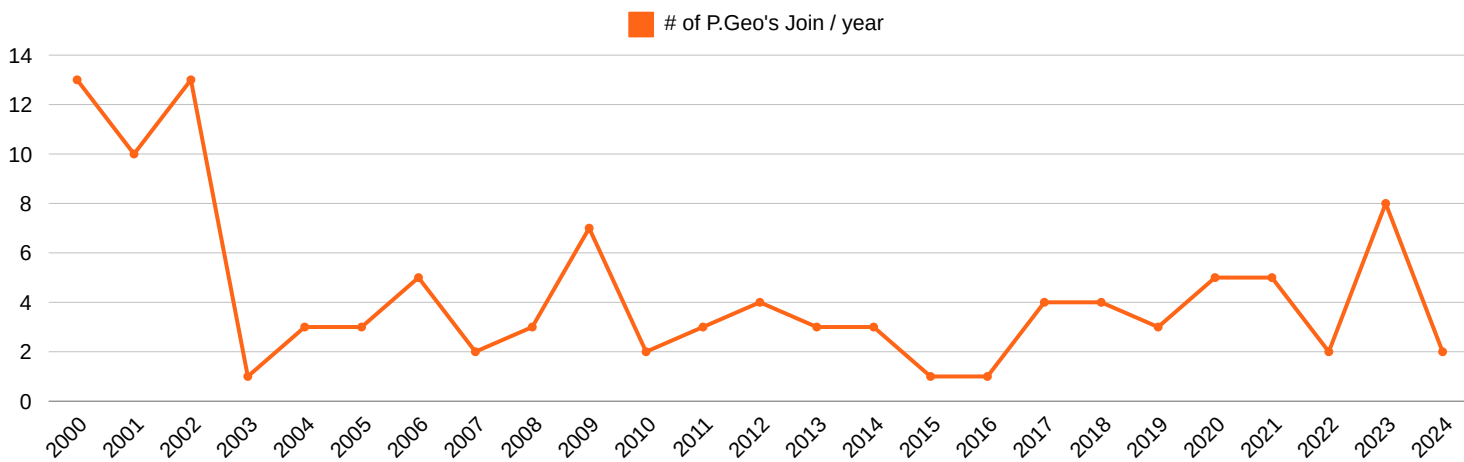
Geoscience in New Brunswick

In 1999, APEGNB assumed the regulation of the geoscience profession in addition to the regulation of the engineering profession.

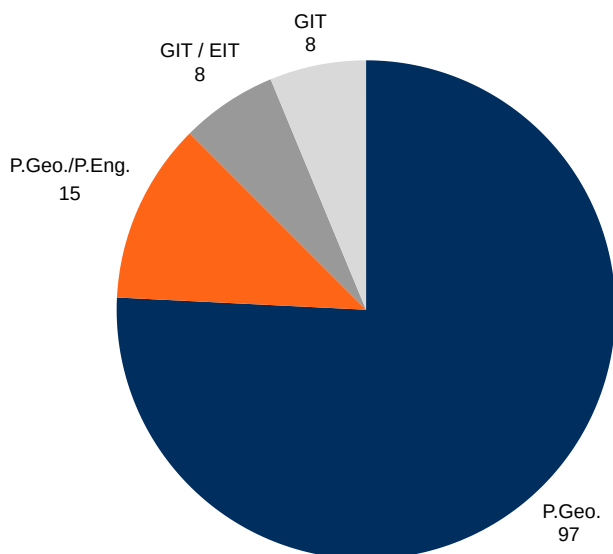
If an applicant completed an appropriate post-secondary program (typically bachelor's degree) in a geoscience or earth science program, to practice professionally or call themselves a Professional Geoscientist, they must become registered with APEGNB.

Each province in Canada conducts their own academic and competency assessment to determine eligibility and readiness for professional registration.

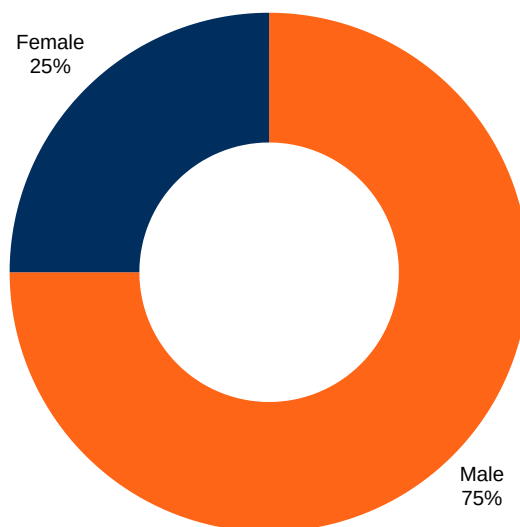
If an applicant holds a Bachelor of Science or Baccalaureate Degree (B.Sc.) in Geoscience from a Canadian university their education must be verified and assessed against the geoscience knowledge requirements (found through Geoscientists Canada).



TOTAL ACTIVE REGISTRANTS IN THE GEOSCIENCE PROFESSION



GENDER OF ACTIVE REGISTRANTS IN THE GEOSCIENCE PROFESSION



IN MEMORIAM

Hollis B. Cole, P.Eng., FEC, dedicated his career to advancing the engineering profession through remarkable leadership, mentorship, and service to APEGNB and Engineers Canada. After joining APEGNB in 1974, he contributed over five decades to the association. His service to APEGNB included numerous key roles: councillor, vice-president, and eventually president. He volunteered his expertise on many committees and initiatives, most notably the Continuing Education Task Force, the Government Liaison Committee, Legislation Committee, Awards Committee, and Finance Committee.

Hollis also served as President of Engineers Canada from 2002-2003, championing national standards for engineering practice. Widely recognized for his commitment and dedication to his profession, Hollis earned multiple honors, including the APEGNB Award of Merit for Technical Excellence (2004), an Engineers Canada Fellowship (2008), the Queen Elizabeth II Diamond Jubilee Medal (2012), and the C.C. Kirby Award (2010), to name a few.

His legacy of service to his profession left a lasting mark and inspired generations of engineers in New Brunswick and beyond.



*Hollis B. Cole, P.Eng., FEC
1950-2024*

The Association has been advised the following members passed away this past year:

- M. Luc Babin, ing.*
- Mr. Richard Alan Burpee, P.Eng.*
- Mr. Charles Harvey Fawcett, P.Eng.*
- Mr. Larry David Derrah, P.Eng.*
- Mr. Bruce Robert Mulholland, P.Eng.*
- Mr. Cyr Joseph Couturier, P.Eng.*
- Mr. Jean-Maurice Chevarie, P.Eng.*
- Mr. Ray Louis St-Laurent, P.Eng.*
- Ms. Kelly Lee Fraser, P.Eng.*
- Mr. Vittala A. Bittira, P.Eng.*
- M. Roch Claude Chiasson, ing.*
- Mr. Mark Philip Dawe, P.Eng.*
- Hon. Joseph Day, P.Eng.*
- Mr. Ian William Ernest Gilchrist, P.Eng.*
- Mr. John Robertson Gardner, P.Eng.*

COMMITTEE VOLUNTEERS 2023-2024

The work of Engineers and Geoscientists New Brunswick is supported by the participation of over 200 volunteers. It is through their dedicated efforts that we are able to carry out our regulatory role, making New Brunswick a more innovative, prosperous, and safer place to live, work, and play.

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Mathieu Doucet, P.Eng.
Derek Dunn, P.Eng.
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Marie-Josée Basque, P.Eng.
David Crandall, P.Eng., FEC
Michael Gray, P.Eng.
Cara Dawn Miller, P.Eng.

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Murray Amirault, P.Eng.
Jody Blakely, P.Eng.
Gary Bischof, P.Eng.
Ben Churchill, P.Eng./P.Geo.
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François Duguay, ing.
Daniel Doucet, P.Eng.
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Michael Parkhill, P.Geo., FGC
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Kirk Murray, P.Eng., FEC
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Christy Cunningham, P.Geo.
Michael Gray, P.Eng.
Joey Nowlan, P.Eng.

Foundation for Education Inc.

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Darryl Ford, P.Eng., FEC
Mica McTiernan, P.Eng.
Raphaël Roy, M.Sc.A., ing., P.Eng. (ex-officio)
Holly Young, P.Eng., FEC

Continuing Professional Development

Kevin O'Brien, P.Eng., Chair
Aaron Bustard, P.Geo.
Melissa Cummings, P.Eng.
Marilyn Fanjoy, P.Eng.
Tanya Horgan, P.Eng., P.Geo.
Jon Keizer, P.Eng.
Nicolas LeBlanc, ing.
Nicole McKenna, P.Eng.
Michelle Paul-Elias, P.Eng., FEC, FGC (Hon.)

Branch Volunteers

Per APEGNB By-Law 9.2.0, the province is divided into the following five districts – otherwise known as branches.

Northeast Branch

Kevin Gallant, P.Eng., FEC, Chair
Ray Ritchie, P.Eng., FEC, Vice-Chair
Joey Nowlan, P.Eng., Secretary
David Henderson, P.Eng., Treasurer
Maggie Stothart, P.Eng., FEC, Councillor Northumberland
Jocelyn Larocque, ing., Councillor Gloucester East
Kyle Girouard, P.Eng., Councillor Gloucester West
Michel Cotton, ing., Councillor Restigouche
Madison Mutch, MIT, MIT Representative
Mitchell Flaherty, MIT, Communications Director
Raphaël Roy, ing., FIC, Consulting Engineer Representative
Blaine Kyle, P.Eng., Manufacturing Representative
Elden Menezes, P.Eng., Renewable Energy Representative
Michelle Roy, ing., APEGNB Northeast Representative

Fredericton Branch

France Castonguay, ing., Chair
Bill Lamey, P.Eng., FEC, Vice-Chair
Kevin Beattie, P.Eng., P.Geo., Treasurer
Tracey Germon, P.Geo., Secretary
Phil Lamey, P.Eng., FEC, Past Chair
Coady Cameron, P.Eng., Communications
Diana Loomer, P.Geo., Councillor
Stephen Hartley, P.Eng., Councillor
Alain Cormier, P.Eng., Councillor
Melissa Steeves, P.Eng., Councillor
Jean-Frédéric Lalonde, ing., Councillor
Rachel Hogge, P.Eng., Councillor
Rory Pickard, P.Eng., APEGNB Fredericton Representative
Cpt. Pavlo Besedin, P.Eng., Base Gagetown MEAC Representative
Vince D'Entremont, UNB EUS Representative

Northwest Branch

Richard Daigle, ing., Chair
Justin Connely, P.Eng., Vice-Chair
Karine Savoie, ing., FIC Secretary; APEGNB Northwest Representative
Georges Roy, ing., FIC Past President
Kevin Kilfoil, P.Eng., At-Large Representative, APEGNB
Mireille Vautour, ing., Councillor
Martin Benoit, ing., Councillor
André Pelletier, P.Eng., Councillor

Saint John Branch

Catherine Lowe, P.Eng., Chair
Mike Gray, P.Eng., Past-Chair
George Thambi, P.Eng., Vice-Chair
Mark Reade, P.Eng., MCIP, RPP, Treasurer
Theresa Winslow P.Eng., Secretary
Bill Woodhouse, P.Eng., APEGNB Saint John Representative
Tamer Awad, P.Eng., Communications
Jason LeClerc, P.Eng., Councillor
John McKelvey, P.Eng., Councillor
Ande Mosher, P.Eng., Councillor
Jennifer Ross, P.Eng., Councillor
Jonathan Waye, P.Eng., Councillor
Jake Stienburg, P.Eng., Councillor
Idris Gadoura, P.Eng., UNBSJ Faculty Representative
Brayden Baird, UNBSJ Student Rep
Nicholas Robichaud, UNBSJ Student Rep
Shawn Daley, UNBSJ Student Rep

Moncton Branch

Thanh Ngo, EIT, Chair
Margot Allain-Bélanger, ing., Vice-Chair
Jacqueline Jordan, P.Eng., Secretary
Sigourney Stott, P.Eng., Treasurer
Richard LeBreton, P.Eng., Communications
Jérémy Aubé, ing., APEGNB Moncton Representative
Shawn Amberman, P.Eng., APEGNB Vice-President
André-Michel Léger, ing., APEGNB At-Large Representative
Tony Le, EIT & Ryan Rix, P.Eng., Social Committee
Morteza Aghilinia, EIT, Signature Event
Michel Barthelotte, P.Eng., Councillor
Nicholas Arseneau, P.Eng., Councillor

Report from the APEGNB Foundation for Education Inc.



Established in 1995, the APEGNB Foundation for Education provides scholarships and bursaries to engineering and geoscience students studying in New Brunswick. It aims to encourage excellence and dedication in these fields by reducing financial barriers faced by students.

APEGNB Foundation for Education provides scholarships for students in both undergraduate and post-graduate university programs, supported by the Foundation's endowment funds and annual fundraising. The Foundation is grateful for the continued generous support of our APEGNB members and friends, through their charitable giving, estate planning and life insurance management.

Currently, the Foundation's capital investments exceed \$1.8 million and are managed by BMO Nesbitt Burns and CIBC Wood Gundy. The investments have experienced solid returns over the year. Although the APEGNB fiscal year ends September 30, the Foundation's fiscal year is the calendar year. Financial statements reported are for the fiscal year ending December 2023 and have been reviewed by the Foundation's accountants Bringloe Feeney LLP.

The past year was the first in which scholarships were awarded from the new Ripley Fund. With the addition of this award, the APEGNB Foundation Board is pleased to be able to award \$80,000 in undergraduate scholarships at both UNB and the Université de Moncton. In addition, the Foundation supports three

graduate scholarships, the Advanced Studies Scholarship and the Otis I. Logue Graduate Scholarship, each at \$5000. The Board continues to be impressed by the high calibre of applicants for these awards and 16 applications were considered for awards in the fall of 2024.

Registrants are reminded that donations to the Foundation can be received at any time during the year through the APEGNB membership portal.

It has been my pleasure to Chair the Board of the Foundation over the past year and I am happy to announce our new Chair, Diana Loomer, P.Geo., and Vice-Chair, Usha Kuruganti, P.Eng.

*Bruce E. Broster, P.Geo., LEL, FGC, FEC (Hon)
Chair, APEGNB Foundation for Education Inc. (outgoing)*



To learn more about the Foundation or to make a donation, scan this QR code

APEGNB FOUNDATION FOR EDUCATION - ADVANCED STUDIES \$5,000

Samuel Richard, P.Eng.
Civil Engineering at U de Moncton
Andrene Mosher, P.Eng.
Electrical engineering, UNB

Ottis I. Logue Graduate Scholarship \$5,000

Emilie Pellerin, ing.
Civil Engineering at U de Moncton

APEGNB FOUNDATION FOR EDUCATION UNIVERSITÉ DE MONCTON

APEGNB Entrance Scholarship \$5,000

Patrick Castro
Miguel Godin

Graham MacDonald Memorial Scholarship \$3,000

Mathieu André Thibeault

APEGNB PRIZE \$2,000

Christian Kateba Nkombe

APEGNB FOUNDATION FOR EDUCATION UNIVERSITY OF NEW BRUNSWICK

APEGNB Entrance Scholarship \$5,000

Sienna Sterner
Logan W. Smith

D.O. Turnbull Memorial Scholarship \$3,000

Pascale M. Tasse

Grandy, Gibson, Holmes Memorial Scholarship \$3,000

Trevor W. Standen

APEGNB PRIZE \$2,000

Michael B. Naguib
Holden Cadden

BARRY RIPLEY APEGNB SCHOLARSHIP IN ENGINEERING \$5,000

UNB Fredericton / Saint John

Dawson S. Greer
Rajan G. Dalrymple
Sophia N. Maillet
Rebekah R. Kierstead

Université de Moncton

Jesse Lavalley
Shelby Nowlan

MESSAGE FROM THE PRESIDENT-ELECT

I am honored to address you as the president-elect of the Association of Professional Engineers and Geoscientists of New Brunswick. As we look toward the future, I am excited to be a part of the final year of our current strategic plan, which underlines our commitment to the sustainability of the engineering and geoscience professions.

As you know from other messages, the plan is focused on 4 pillars:

- Member Engagement
- Sustainability and Impact
- Stakeholder Awareness
- Risk Management

As such, I want to share what I am looking forward to the most as it relates to tackling the key priorities of our organization:

Value of the professions

The work of engineers and geoscientists not only drives progress but also improves the quality of life for people around the world. From developing sustainable energy solutions to advancing medical technologies, the contributions of engineers and geoscientists are indispensable. We must continue to advocate for the importance of our profession and inspire the next generation to carry this legacy forward.

Diversity and Inclusion

Diversity is not just a goal; it is a necessity. A diverse workforce brings a wealth of ideas and experiences that enhance creativity and problem-solving. By embracing diversity, we ensure that our solutions are comprehensive and reflective of the needs of all communities.

Integrating DEI (Diversity, Equity, and Inclusion) into our approach is essential to expanding our talent pool and fostering greater creativity within our processes. Embracing inclusivity through DEI will not only enhance compliance and risk management in our regulatory framework but also improve the overall experience for our members.

Collaboration and Partnerships

Collaborating with other regulatory bodies allows us to share best practices and successful strategies while standardizing certain regulations to ensure consistent requirements for practicing engineering or geoscience. Leveraging these partnerships will



enable us to optimize resources, share expertise, and facilitate valuable knowledge transfer.

Professional Development

We are committed to supporting your professional journey. Our organization will work to provide increasing opportunities for registrants to expand opportunities for professional development, by exploring further possibilities of Workshops and Seminars, Mentorship Initiatives, and Networking Events.

Engagement

As many of you are already aware, our success as a self-regulating body depends on our volunteers. I strongly believe our role extends beyond our professional duties. Volunteers not only help support the continuity of our Association but leadership in our community.

In Summary

I want to take this time to thank the outstanding efforts of our staff and volunteers. Without you, our momentum and achievements would not be possible, and I want to extend my heartfelt gratitude. Thank you for your invaluable contributions in driving our mission forward.

I look forward to working with each of you to achieve these goals.

Sincerely,

A handwritten signature in black ink that reads "Shawn Amberman". The signature is written in a cursive, flowing style.

Shawn Amberman, P.Eng.
106th President of APEGNB



2024 YEAR IN REVIEW

APEGNB operates under the authority of the *Engineering and Geoscience Professions Act* to serve and protect the public interest by setting and upholding high academic, experience and professional practice standards for the engineering and geoscience professions.

These are the four pillars of focus under the 2023-2026 Strategic Plan:

- Member Experience
- Sustainability
- Stakeholder Relationships
- Risk Management

The following pages summarize our most recent efforts during year 1 of the plan and activities striving toward our vision and our mission of maintaining public confidence in all that our registrants do.

MEMBER EXPERIENCE

By prioritizing member experience as a pillar of the strategic plan, APEGNB aims to enhance engagement, satisfaction, and value for its members. A positive member experience leads to increased member retention, active participation, and a stronger professional community overall.



Enhancing Member Support and Engagement

Upgraded resources and content on our website to better serve registrants and applicants, including content for licensing, competency-based assessments, and professional development tracking.



Strengthening Regulatory Processes for Members

Addressed challenges with legacy systems, such as logbooks, through a transition to competency-based assessment (CBA) which provides an improved process that aligns with modern regulatory practices.



Sharing Experience

APEGNB successfully launched the second year of the Connections Program which aims to connect MITs and students with professional mentors providing a virtual discussion platform to discuss real world experiences, challenges and successes.



Sharing Knowledge

APEGNB worked with employers and universities to present information about registration processes, and regulatory requirements. In addition, staff have presented at various Multicultural Associations answering questions about the application process for non-Canadian applicants.

International Credential Assessment Activities - *By the Numbers*

October 1, 2023 - September 30, 2024

The APEGNB Examinations Committee is responsible for investigating academic credentials of applicants who have obtained their education outside of Canada, or who do not hold Canadian accredited undergraduate degrees in engineering or geosciences. Qualified applicants who are assigned confirmatory exams, but who have significant engineering/geoscience work experience may be referred to the **Experience Review Committee (ERC)**. ERC Committee members assess the extent to which confirmatory examinations may be required prior to acceptance for membership.

110

TOTAL # OF FILES REVIEWED BY THE EXAMINATIONS COMMITTEE

69

OF ACADEMIC ASSESSMENT APPLICANTS ASSIGNED EXAMS

3

AVERAGE # OF EXAMS ASSIGNED PER APPLICANT

32

OF ERC INTERVIEWS COMPLETED

100%

SUCCESS RATE OF ERC INTERVIEWS

Registration and Licensure Review

APEGNB engaged a third-party consultant to thoroughly review all aspects of the application and registration processes. The goal of the project is to identify where systems and procedures could be streamlined or improved, never losing sight of the public protection mandate set out in the *Act*.

Beginning in March of 2024, the consultant reviewed governing documents, like the *Act* and By-Laws, and conducted interviews with staff and committee volunteers, including the Chairs of the Board of Admissions and its committees. Group workshops were also conducted to allow for deeper learning and to discuss recommendations.

To date, over 140 opportunities for improvement have been identified, ranging from minor adjustments in workflow to more significant changes which may require updates to policy, By-Laws, and IT infrastructure. As noted in the message from the CEO & Registrar, many adjustments have already been implemented. In the coming year, staff will continue to investigate and plan for implementation of the more significant changes, including administrative processes and changes to policies and processes governing the Board of Admissions and its Committees.

SUSTAINABILITY

Incorporating sustainability as a pillar in the strategic plan underscores APEGNB's commitment to responsible and ethical practices, emphasizing sustainable development, environmental stewardship, and social responsibility. By embedding these principles into its operations, regulations, and decision-making processes, APEGNB actively contributes to building a more resilient and sustainable future. This commitment is reflected not only in policy but also in action, as we supported several meaningful community events throughout the year. The photos below capture highlights from some of these engaging events, the sponsorship list below outlines notable expenditures over the last several months and finally we highlight the 2024/2025 recipients of the Jocelyn Roy-Vienneau and Grayden Nicholas scholarship award.



2024 Atlantic Engineering Competition career fair, UNB



Leo Hayes High School Career Fair, October 2024



Empowering Tomorrow, Youth Energy Summit May 2024



Women in Engineering Panel at Saint John High School, March 2024

Bailey Geological Society	\$250	Hale Committee fundraiser for educational trip to Iceland, 2025.
The Gaia Project (Year 2 of 3 year commitment) Climate Labs program sponsor	\$10,000	The Gaia Project's Climate Labs program connects hands-on Science, Technology, Engineering, and Mathematics (STEM) learning to environmental concepts. Delivered in middle schools across the province in francophone and anglophone communities, it supports students' understanding of problem-solving and scientific models. This past year, the program reached over 2,300 students in 38 schools across the province.
Atlantic Geoscience Society (AGS)	\$1,000	Supporting Professional Development activities as part of the annual AGS Colloquium
Canadian Engineering Leadership Conference (CELC)- Bronze sponsor	\$2,500	Conducted by the Canadian Federation of Engineering Students (CFES), the Canadian Engineering Leadership Conference is an annual, bilingual, student-run event. This seven day conference attracts between 150 and 200 delegates from over 40 engineering schools across the country.
Comp. Atlantique d'Ingénierie	\$1,000	Presented by the Atlantic Council of Engineering Students (ACES), the Atlantic Engineering Competition is an annual undergraduate-led competition that offers students from nine Maritime universities the opportunity to participate in a variety of challenges representing their school. The AEC attracts over 150 students in eight categories.
Exploration, Mining and Petroleum Conference	\$2,000	49th annual Exploration, Mining and Petroleum Conference hosted by the New Brunswick Department of Natural Resources and Energy Development.

JOCELYN ROY-VIENNEAU SCHOLARSHIP FOR WOMEN IN ENGINEERING \$3,000



Alexa Pelletier,
Chemical
Engineering
Student, UNB



Sara St. Pierre,
Electrical
Engineering
Student, U de M

GRAYDEN NICHOLAS INDIGENOUS SCHOLARSHIP IN ENGINEERING \$3,000



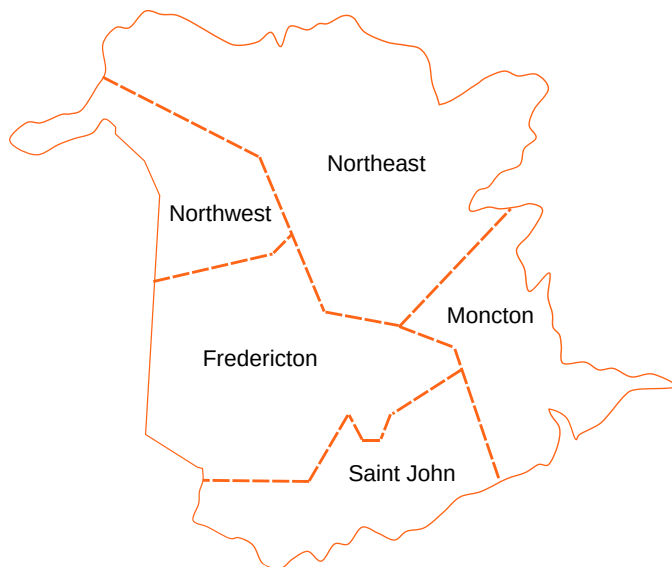
Brady Somerville,
Mechanical Engineering Student, UNB
Esgenoopetitj First Nation

STAKEHOLDER RELATIONSHIPS

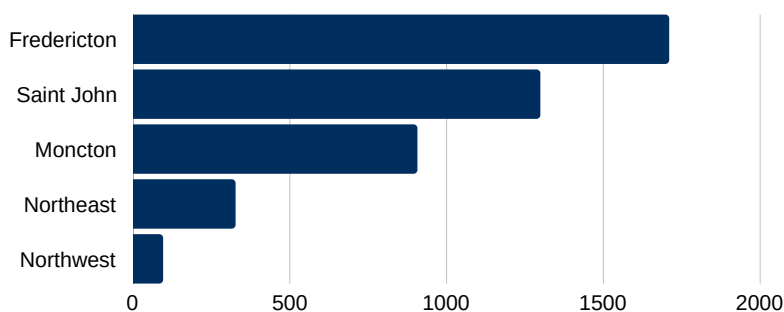
Actively engaging and communicating with our stakeholders, including registrants, industry partners, students, government bodies, and the public is key for effective regulation. By enhancing relationships and increasing awareness, APEGNB will better understand the needs, concerns, and expectations of various stakeholders, enabling the organization to make informed decisions and shape policies that align with the broader interests of the professions.

Branch Policy Development

Clarified financial policies for branches to minimize administrative and financial risks while promoting consistent management practices across the organization. Updated by-laws and a branch manual can now be referenced for each Branch to assist with governance and accountability.



Branch Membership Based on Active Registrants



Celebrating and Supporting Professional Growth

Partnered with academic institutions and industry leaders to offer members access to workshops, webinars, and other learning opportunities, such as a partnership with the UNB Department of Engineering promoting their Engineering Profession Lecture series and exploring opportunities to participate with Atlantic Regulatory bodies on joint PD modules.

Collaborating to Strengthen Professional Standards

Over the past year, APEGNB actively collaborated with provincial and national groups, institutions and government departments. These partnerships allowed us to provide valuable input on professional standards, regulatory practices, and collaborative efforts that ensure the safety, sustainability, and quality of engineering and architectural projects across New Brunswick. **Please note this is not an exhaustive list.**

Associations and Societies

- Architects' Association of New Brunswick (AANB)
- Association of Consulting Engineering Companies - *New Brunswick (ACEC-NB)*
- Construction Association of New Brunswick
- Engineers Canada
- Geoscientists Canada
- Fredericton Chamber of Commerce
- New Brunswick Building Officials Association

Educational Institutes and Organizations

- The Gaia Project
- Department of Education (GNB)
- Post Secondary Education Training and Labour (GNB)
- University of New Brunswick
- Université de Moncton
- NBCC
- Quartermain Earth Science Centre

Government Relations

- Executive Council, Premier and Chief Staff (*pre and post provincial election*)
- Transportation and Infrastructure (GNB)
- Aboriginal Affairs (GNB)
- Department of Natural Resources (GNB)
- Department of Environment (GNB)
- New Brunswick Municipalities
- Opportunities New Brunswick
- The Green Party of NB

RISK MANAGEMENT

Risk management is a critical pillar for any organization, particularly a regulatory body. It involves identifying potential risks, assessing their impacts, and implementing strategies to mitigate and manage those risks effectively. By proactively addressing risks, APEGNB can protect the interests of its members, the public, and the professions.

Identifying and Addressing Emerging Risks

Proactively investigated trends and innovations in engineering and geoscience to assess their regulatory impact, ensuring that standards reflect modern challenges, such as sustainability and digitalization.

Internal Organizational Resilience

Conducted internal evaluations to identify potential risks to APEGNB's operations, ensuring the organization can respond effectively to challenges such as changing legislation, technological advancements, or shifts in public expectations.

Response Preparedness

Strengthened protocols to respond to complaints, inquiries, or incidents involving registrants, ensuring swift and effective action to protect public interest.

Revised CPD Guidelines

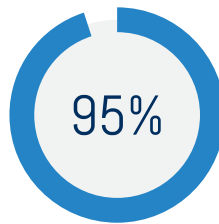
Updated CPD guidelines and program to align with Atlantic Regulatory bodies (Engineers PEI, Engineers Nova Scotia, PEGNL) as well as included MANDATORY annual ethics and regulatory learning.

Continuing Professional Development Audit

The CPD audit is a critical component of APEGNB's regulatory framework, ensuring that registrants continue to enhance their knowledge and skills throughout their careers.

This year, 173 files were audited, with 95% (165 files) found to be compliant. While 7 files were deemed non-compliant, corrective actions are underway to address deficiencies.

Additionally, 1 exemption was granted based on established criteria, demonstrating APEGNB's commitment to balancing regulatory rigor with fairness and individual circumstances.



11 COMPLAINTS REVIEWED IN 2024

Complaints and Discipline

APEGNB remains steadfast in its duty to protect the public by addressing concerns related to professional conduct and practice. In 2024, 11 complaints were reviewed:

- 4 complaints were closed or resolved, reflecting effective investigation and resolution processes.
- 4 complaints remain under review, demonstrating our thorough and methodical approach to due process.
- 3 complaints were referred to the Discipline Committee, highlighting our readiness to take decisive action when necessary to uphold the public interest and professional accountability.

Protecting the Integrity of Professional Titles

In 2024, APEGNB continued its vigilant enforcement efforts to address the unauthorized use of protected titles within the engineering and geoscience professions. The use of these titles is not only a marker of professional qualification but also a safeguard for public trust, ensuring that individuals and organizations represent their expertise accurately and comply with legislative requirements under the *Engineering and Geoscience Professions Act*.



APEGNB identified and contacted 15 individuals who were using protected titles without authorization. Each case was addressed with a focus on education and compliance, ensuring that these individuals understood the importance of proper credentialing and licensing.



Enforcement efforts extended to 8 firms and organizations that misused protected titles in job advertisements or employee titles. APEGNB engaged these entities to ensure their practices aligned with the Act, emphasizing the importance of ethical representation in professional and public communications.

Moving forward, APEGNB will continue to monitor and address unauthorized use of titles, leveraging enforcement, education, and collaboration to maintain the highest standards of professionalism and accountability.

2023 ANNUAL MEETING MINUTES

*Delta Beausejour Hotel, Moncton and online via Encore Technology
Friday, February 16 from 1:30 p.m.- 4 p.m.*

AM 24/1.0 Call to Order

President
Raphaël Roy, P.Eng.

President-Elect
Holly Young, P.Eng.

CEO and Secretary-Treasurer
Lia A. Daborn

Members, Members-in-training in attendance at the Annual Meeting totaled 81 in person, and 54 on-line with 8 guests.

There being quorum present, the 104th Annual Meeting of the Association of Professional Engineers and Geoscientists of New Brunswick was called to order by President Raphaël Roy, P.Eng. at 1:45 pm.

The President was in the chair, joined by Holly Young, P.Eng., President-Elect and Lia Daborn, Secretary-Treasurer and Association CEO and Registrar.

The Chair began with a land acknowledgement to the Mi'kmaq traditional territory. He asked all to observe a moment of silence in memory of APEGNB members and members-in-training who had passed away since the last annual meeting.

AM 24/2.0 Approval of Agenda

It was m/s (Marlo Rose/Tanya Horgan) that the agenda be approved with the Chair having the authority to change the order to accommodate the needs of the meeting.

MOTION CARRIED

Invited guests and past presidents were also recognized.

AM 24/3.0 Minutes – Annual Meeting February 17, 2023

It was m/s (Maggie Stothart/Matt Alexander) that the minutes of the February 17, 2023 Annual Meeting be approved as printed in the 2023 Annual Report.

MOTION CARRIED

AM 24/4.0 Business Arising from the Minutes

The President noted that there were no items arising from the 2023 meeting.

AM 24/5.0 President's Report

President Raphaël Roy, P.Eng. referred to his report on page 4 of the 2023 Annual Report and thanked the membership for their commitment and dedication during the year.

It was m/s (Shawn Amberman/Michelle Paul-Elias) that the President's report be accepted.

MOTION CARRIED

AM 24/6.0 Chief Executive Officer's Report

CEO Lia Daborn provided a brief overview of the activities of 2023 and thanked staff, volunteers and members.

It was m/s (Serge Dupuis/Jérémie Aubé) that the Chief Executive Officer's report be accepted.

MOTION CARRIED;

AM 24/7.0 Registrar's Report

The President referred the meeting to the Registrar's Report on page 8 of the 2023 Annual Report.

It was m/s (Marlo Rose/Marc Bellefleur) that the Registrar's report be accepted.

A member asked a question about trends in licensing and another member asked about the numbers of registrants in the province. The CEO responded to both questions.

MOTION CARRIED

AM 24/8.0 Secretary Treasurer's Report/Audited Financial Statements

Shannon Dion, of Bringloe Feeney, reviewed the audited statements beginning on page 30 of the 2023 Annual Report.

It was m/s (David Crandall/Brent Smith) that the audited Financial Statements be accepted.

Members asked questions on the following:

There is a very wide variation of the actual expenses from the budget. Is the budget process accurate? S. Dion described the budgeting process and indicated the auditor's confidence that all major decisions are considered by Council and documented in the minutes.

MOTION CARRIED

National President of Engineers Canada, Nancy Hill, P.Eng., FEC was invited to speak. She provided an overview of the efforts of the national organization and the on-going work on the accreditation system, increasing the Trust and Value in the profession, and also the 30x30 initiative. She awarded the 2024 Fellowship designations to Karine Savoie, ing., Kevin Gallant, P.Eng., Jeffrey Earle, P.Eng., Dr. Robin Chaplin, P.Eng. (absent), and Raphaël Roy, ing.

Doug Bell, P.Geo., FGC, President of Geoscientists Canada provided comments to the members. He updated the delegates on recent activities of the organization including competency assessment, a new Securities Short course for practicing professionals reporting under NI43-101 and NI51-101, and the geoscientists in-training program guide. He recognized the contributions of APEGNB staff and volunteers. An FGC was awarded to Christy Cunningham, P.Geo. (absent).

AM 24/10.0 Reports

The President referenced the reports and update on the strategic plan found in the Annual Report. He thanked all of the volunteers on the APEGNB committees for their work during the year to advance the work of the Association.

Members asked questions about the following:

- B. Smith: 15 members were deemed non-compliant under the CPD program and will be audited again. What is the process? The CEO responded to the question and described the process.
- B. Smith: Have we considered a Joint Practice with NBSCETT? The CEO indicated that this has not been considered but that APEGNB and NBSCETT have met and relations are cordial.
- B. Smith: Is 11% member voting on bylaw amendments a good rate? Have we benchmarked across Canada and New Brunswick with other Associations? The CEO responded that the rate is similar across the country and within other professions.
- B. Smith: Do we consider Environment Dept as a Stakeholder? The CEO responded in the affirmative.
- M. Stothart: We seem to have spent a lot on computer maintenance over the last two years but the budget hasn't increased. Is this also expected for 2024? The CEO outlined the costs related to software licenses.
- B. Smith: Under the Strategic Plan, Pillar1 Goal 4, could you describe "equity seeking groups"? What does this look like? The Director of Communications provided a definition.

AM 24/11.0 Ratification of the Actions of Council

It was m/s (Brent Smith/Denis Gallant) that the Actions of Council for the past year be ratified.

MOTION CARRIED

Hollis Cole, P.Eng, FEC, Chair of the Legislation Committee, presented the proposed bylaw amendments.

1.Bylaw 5.2.1: Requirement for one year of Canadian experience for licensure: APEGNB's Board of Admissions and Council have recognized that applicants coming from another jurisdiction may no longer have twelve months of Canadian experience. Due to the Interprovincial Mobility requirements, APEGNB would not be able to deny licensure to such an individual. The Association has also adopted the use of Competency Based Assessment, making the time-based requirement no longer as useful or required.

It was m/s (Hollis Cole/Maggie Stothart) that the amendments to Bylaw 5.2.1 be approved.

- A. Johnson: Has there been any discussion with the insurance companies to ensure that they are safe to practice? R. Roy indicated that there would be no change as the committee would be evaluating the competencies. H. Cole supported by indicating that the change is one for the better.
- E. Persaud: Amendment removes the one-year Canadian experience but there is still competency-based Assessment which requires Canadian environment experience. It is not a removal of the Canadian experience.

MOTION CARRIED

2.By-law 11.1.0: Voting on Bylaw Changes: APEGNB has been advised by legal counsel that the two-step process for approving bylaw changes is contrary to the *Act*; and different from that used in other jurisdictions or professions. The current process is not a best practice and as the Association provides access to a hybrid Annual Meeting, the secondary vote is not necessary.

The Legislation Committee recommends removing the secondary balloting process for any votes that can now be effectively managed through the hybrid environment at an Annual or Special Meeting.

It was m/s (Hollis Cole/Brent Smith) that the amendment to By-law 11.1.0 be approved.

The Chair called for questions.

- S. Johnson: She is concerned that not everyone can participate in the Annual Meeting, and therefore the members who cannot make themselves available, do not have the opportunity to vote on by-law amendments. H. Cole responded that there is an opportunity to bring questions forward in advance of the meeting.
- J. Russell: Indicated similar concerns as S. Johnson but feels it is odd to decide something in a meeting and not know what the final decision will be after the fact.
- B. Churchill: If we are currently at 11% participation rate, what do we expect the new rate to be if passed?
- B. Broster: Can members vote by proxy ballot? The Chair responded that they cannot.

MOTION CARRIED

The Chair advised that the by-laws will be distributed to the full membership for a vote in the days following the Annual Meeting.

H. Cole asked to address the audience. He indicated that he has been a Member of Association for 50 years. He noted that all members have access to the *Act* and by-laws. The Legislation committee is mandated to respond to requests from Council to review portions of the *Act* and by-laws from time to time but they are also mandated to bring forward items that need attention. He suggested that members must bring questions forward to Council, and that members have a responsibility to stay actively ahead and govern ourselves in the way that we think should be done.

The President thanked him for his comments.

AM 24/13.0 Secretary's Report (Election of Council)

CEO and Secretary Lia Daborn presented the results of the 2023 election as prepared by *ClearPicture*. There were 193 ballots submitted for the Fredericton District Councillor, giving an overall participation percentage of 14%.

The Fredericton District Councillor elected is Rory Pickard, P.Eng.

President	Holly Young, P.Eng., FEC
Vice President	Shawn Amberman, P.Eng.

Joining Council by appointment will be:

- Moncton Representative
 - Jérémie Aubé, P.Eng.
- Northwest Representative
 - Karine Savoie, P.Eng., FEC
- At-Large Representative
 - Kevin Kilfoil, P.Eng.
- At-Large Representative to complete the position vacated by Shawn Amberman, André-Michel Léger, P.Eng.

It was m/s (David Crandall/Marlo Rose) that the Secretary's report be accepted.

MOTION CARRIED

President Raphaël Roy, P.Eng. congratulated the new 2024 Council and took time to recognize the outgoing councillors:

- Tammy Lamey, P.Eng.
- Michelle Paul-Elias, P.Eng., FEC

AM 24/14.0 Disposal of Ballots

It was m/s (Maggie Stothart/Matt Alexander) that the ballots from the 2024 election be destroyed.

MOTION CARRIED

AM 24/15.0 Installation of New Officers

The Chain of Office was passed to Holly Young, P.Eng., FEC and she recited the Oath of Office.

AM 24/16.0 President-Elect Policy Statement

President-Elect Holly Young, P.Eng., FEC expressed her appreciation for the opportunity to serve for the coming year and referred the meeting to her statement as printed on page 21 in the Annual Report.

She recognized Raphaël Roy, P.Eng., FEC, with a past president's pin and replica of the chain of office.

It was m/s (Maggie Stothart/Kevin Gallant) that the President-Elect Statement be accepted.

MOTION CARRIED

AM 24/17.0 Presentation of 2024 Budget

CEO Lia Daborn presented the 2024 budget to the Members for information.

- B. Smith asked why the budgeted amount for Government Relations and Communications are lower. The CEO explained that the Government Relations budget was reduced for two reasons, one of which was related to the *Engineering Technology Act*, and the elimination of the MLA Night. For Communications, activities are being modified and past costs for development of campaigns have been spent but the campaigns continue to be used.
- M. Bellefleur asked about the increase in Staff Professional Development and the Travel costs. The CEO advised that the Staff PD was a one-time increase to cover her Professional Development for the year. Travel costs are higher as a result of increased fees.
- M. Stothart asked about the elimination of the STEM Teacher awards. The Director of Communications advised that the awards were not receiving many submissions and therefore there would be a new approach to encouraging STEM in the school system.
- D. Crandall advised the members about building maintenance fund and noted that the APEGNB office building will soon be in need of a heat pump. He asked Council and members to be prepared to spend the funds.

AM 24/18.0 Appointment of Auditors – 2024

It was m/s (Michelle Paul-Elias/Brent Smith) that Bringloe Feeney LLP be appointed as Auditors for 2024.

MOTION CARRIED

President Elect, Holly Young, P.Eng., FEC returned the chair to Raphaël Roy, P.Eng., FEC. He reflected on his year as President.

AM 24/19.0 New Business

- A. Johnson commented that he believed Members were being obstructed in the meeting and were being prevented from providing feedback or engaging in the event. The President asked for further clarification. The Director of Communications advised that all questions are seen and that Members in the room were asked to speak through the microphone.
- A. Johnson asked how to maintain the purview of the association while it is being eroded by elements outside of the ecosystem? He further asked how APEGNB could address the affordable housing situation. The President suggested that the member bring the question to the local Branch and Councillor.
- P. Chouinard thanked the committees, Council, staff and volunteers for their efforts.

- B. MacCallum: Will the STEM fund be renamed? The CEO indicated it would not be at this time.
- B. MacCallum: How do we verify 'one' year experience on incoming engineers for their licencing procedure to make sure it is valid and not counterfeit? The CEO responded that there are several mechanisms in place to verify to the best of our ability the information provided by applicants.
- K. Gallant: Have the branch by-laws and branch manuals finalized? The CEO responded in the affirmative.

AM 24/20.0 Adjournment

It was m/s (Maggie Stothart/Tanya Horgan) that the Annual Meeting adjourn at 3:54 pm.



Manulife

“ Good price and *better* value than my employer plan. It covers my spouse too. ”

Hannah, P.Eng.
★★★★★

*Photograph shown is for illustrative purposes only.

PAST PRESIDENTS

- 1920 Charles C. Kirby, P.Eng., CCPE President 1936-1939
1921 Charles C. Kirby, P.Eng.
1922 Geoffrey Stead, P.Eng.
1923 Burton M. Hill, P.Eng.
1924 Gilbert G. Murdock P.Eng.
1925 Frederick O. Condon, P.Eng.
1926 Alexander Gray, P.Eng.
1927 John D. McBeath, P.Eng.
1928 Samuel R. Weston, P.Eng.
1929 Harold W. McKiel, P.Eng.
1930 Frank P. Vaughan, P.Eng.
1931 John Stephens, P.Eng.
1932 Allan R. Crookshank, P.Eng.
1933 Grover C. Torrens, P.Eng.
1934 John D. Garey, P.Eng.
1935 A. Foster Baird, P.Eng.
1936 Geoffrey Stead, P.Eng.
1937 Harry J. Crudge, P.Eng.
1938 David R. Smith, P.Eng.
1939 Charles H.B. Croasdale, P.Eng.
1940 Gerald A. Vandervoort, P.Eng.
1941 George L. Dickson, P.Eng.
1942 Aubrey A. Turnbull, P.Eng.
1943 Earle O. Turner, P.Eng.
1944 James T. Turnbull, P.Eng.
1945 Angus S. Gunn, P.Eng.
1946 G.M. Brown, P.Eng.
1947 John H. T. Morrison, P.Eng.
1948 R.M. Richardson, P.Eng., CCPE President 1953
1949 A. Foster Baird, P.Eng.
1950 John P. Mooney, P.Eng.
1951 J. Harry Moore, P.Eng.
1952 Donald O. Turnbull, P.Eng., CCPE President 1960
1953 John D. MacKay, P.Eng.
1954 John M.M. Lamb, P.Eng.
1955 Douglas J. Brewer, P.Eng.
1956 David R. Webb, P.Eng.
1957 W. Donald.G. Stratton, P.Eng.
1958 Donald O. Turnbull, P.Eng.
1959 Stanley B. Cassidy, P.Eng.
1960 Kenneth V. Cox, P.Eng.
1961 M.F. Keith Leighton, P.Eng.
1962 William R. Godfrey, P.Eng.
1963 William L. Barrett, P.Eng.
1964 Joseph J. Donahue, P.Eng.
1965 Robert M. Wickwire, P.Eng.
1966 Edward D. Manchul, P.Eng.
1967 Albert M. Stevens, P.Eng.
1968 Eldon D. Thompson, P.Eng.
1969 Robert S. Myles, P.Eng.
1970 Robert D. Neill, P.Eng.
1971 William L. McNamara, P.Eng.
1972 Eric C. Garland, P.Eng., CCPE President 1976
1973 Edward D. Stephenson, P.Eng.
1974 Lawrence A. Pearson, P.Eng.
1975 Donald S. Mackay, P.Eng.
1976 Lyle W. Smith, P.Eng.
1977 R. Edward Haggerty, P.Eng.
1978 Ira M. Beattie, P.Eng.
1979 Donald S. Smith, P.Eng.
1980 E. John Bliss, P.Eng., APEGNB Registrar 1981-2015
1981 John B. Wheatley, P.Eng.
1982 William G. Paterson, P.Eng.
1983 Boyd A. Touchie, P.Eng.
1984 Robert E. Burridge, P.Eng., CCPE President 1994
1985 Eloi Duguay, ing.
1986 P. Lee Fraser, P.Eng.
1987 Douglas F. Colwell, P.Eng.
1988 Kirk A. Bavis, P.Eng.
1989 Frank R. Wilson, P.Eng.
1990 Arthur W. Gunn, P.Eng.
1991 George J. Flanagan, P.Eng.
1992 Donald C. Good, P.Eng.
1993 Wayne B. Chambers, P.Eng.
1994 Paul S. Belyea, P.Eng.
1995 Euan S. Strachan, P.Eng.
1996 Edward H. Smith, P.Eng.
1997 Hollis B. Cole, P.Eng., CCPE President 2003
1998 Patricia M. Dineen, P.Eng.
1999 J. Michael MacDonald, P.Eng.
2000 Wolfgang Faig, P.Eng.
2001 Sherry E. Trenholm, P.Eng.
2002 J. Allan Giberson, P.Eng.
2003 Roger Cormier, ing.
2004 Brian B. Barnes, P.Eng.
2005 Brent E. Smith, P.Eng., Engineers Canada President 2011
2006 Iris Auclair-Bernard, ing.
2007 David D. Crandall, P.Eng.
2008 Tanya D. Horgan, P.Eng./P.Geo.
2009 Eldo E. Hildebrand, P.Eng.
2010 Bruce E. Broster, P.Geo., Geoscientists Canada President 2008
2011 Darryl G. Ford, P.Eng.
2012 Jean A. Boudreau, P.Eng., Engineers Canada President 2020
2013 Mark J. Bellefleur, P.Eng.
2014 Christine E.A. Plourde, P.Eng.
2015 Paul C. Campbell, P.Eng.
2016 Annie E. Dietrich, P.Eng. / P.Geo.
2017 Matthew T. Hayes, P.Eng., LLB
2018 Jeffrey A. Underhill, P.Eng.
2019 Serge T. Dupuis, ing.
2020 Marlo Rose, P.Eng.
2021 Maggie Stothart, P.Eng.
2022 Michelle Paul-Elias, P.Eng.
2023 Raphaël Roy, ing.
2024 Holly Young, P.Eng.

APEGNB BUDGET 2025

	2024/2025 BUDGET	2023/2024 BUDGET	
R E V E N U E	Affinity	115,000	100,000
	Annual Meeting	45,000	20,000
	Certificates of Authorization	288,069	260,100
	Exams and CBA	65,000	40,400
	Licencees	401,667	374,544
	Limited Licencees	6,000	12,960
	Membership	1,190,159	1,170,450
	Registration	227,833	130,000
	CPD	1,500	750
	Sundry	79,137	75,750
	Reassessments	2,000	--
	Total Revenue	\$2,421,364	\$2,184,954
	E X P E N S E S	Operating	
Building - Maintenance		40,000	30,000
Computer / Furniture		2,000	2,000
Computer Infrastructure		140,000	90,000
Insurance		23,000	20,000
Office		30,000	30,000
Postage		5,000	8,000
Printing		4,000	5,000
Professional Fees		15,000	20,000
Property Taxes		46,000	46,000
Salaries & Benefits		1,100,000	915,000
Database / Technology Advisory Services		10,000	20,000
Service Fees		65,000	65,000
Telephone		15,000	9,000
Communications			
Communications		50,000	39,600
Website and Electronic Communication		8,000	12,200
Government Relations		25,000	35,000
Outreach Coordinator		35,000	35,000
Outreach and Sponsorship		45,000	50,000
D&I scholarships		12,000	12,000
Marketing		65,000	60,000
Member Services			
Annual Meeting		110,000	85,000
Awards		500	500
Branch Funding		70,000	52,500
Certificates & Seals		45,000	50,000
Professional Development (registrants)		---	7,500
Exams and CBA		25,000	22,000
Translation		15,000	15,000
Travel		80,000	80,000
CPD Modules		15,000	25,000
Governance			
Act & By-Law Revision	2,500	2,500	
Committees	7,500	10,000	
Council	40,000	35,000	
Professional development (staff, volunteers)	15,000	35,000	
Other			
EC/GC Assessment	105,000	100,000	
Legal & Act Enforcement	100,000	23,000	
Secondary Liability Insurance	25,000	35,000	
Miscellaneous	30,000	20,000	
Outsourced Registration Services	---	74,000	
Total Expenses	\$2,420,500	\$2,175,800	
NET INCOME (DEFICIT)	\$864	\$9,154	



APEGNB

FINANCIAL STATEMENTS 2024

SEPTEMBER 30, 2024 / PREPARED BY BRINGLOE FEENEY



Independent Auditor's Report

To: The members of Association of Professional Engineers and Geoscientists of New Brunswick

Opinion

We have audited the financial statements of Association of Professional Engineers and Geoscientists of New Brunswick, which comprise the statement of financial position as at September 30, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Association of Professional Engineers and Geoscientists of New Brunswick as at September 30, 2024 and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Independent Auditor's Report, continued

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ♦ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ♦ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- ♦ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ♦ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- ♦ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Fredericton, New Brunswick
December 16, 2024


Chartered Professional Accountants



**Association of Professional Engineers and
Geoscientists of New Brunswick**

Statement of Financial Position
As at September 30, 2024

	2024	2023
ASSETS		
Current		
Cash (note 3)	\$ 179,295	\$ 217,304
Short term investments (note 4)	926,873	746,736
Prepaid expenses	74,200	76,161
Government remittances receivable	59,942	31,604
Internally restricted assets (note 5)	<u>886,698</u>	<u>894,863</u>
	2,127,008	1,966,668
Capital assets (note 6)	852,698	847,779
Intangible assets (note 7)	<u>235,250</u>	<u>225,350</u>
	<u>\$ 3,214,956</u>	<u>\$ 3,039,797</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 125,947	\$ 80,936
Deferred revenue (note 8)	444,697	436,798
Government remittances payable	<u>21,615</u>	<u>17,040</u>
	<u>592,259</u>	<u>534,774</u>
NET ASSETS		
Unrestricted	1,735,999	1,610,160
Internally restricted- Operating	400,000	400,000
Internally restricted- Capital	226,698	244,863
Internally restricted- Legal	<u>260,000</u>	<u>250,000</u>
	<u>2,622,697</u>	<u>2,505,023</u>
	<u>\$ 3,214,956</u>	<u>\$ 3,039,797</u>

Approved

President

Holly Young

Secretary - Treasurer

W. Bahn



**Association of Professional Engineers and
Geoscientists of New Brunswick**

Statement of Changes in Net Assets
Year ended September 30, 2024

	<u>Unrestricted</u>	<u>Internally restricted- Operating</u>	<u>Internally restricted- Capital</u>	<u>Internally restricted- Legal</u>	<u>Total 2024</u>	<u>Total 2023</u>
Net assets, opening	\$ 1,610,160	\$ 400,000	\$ 244,863	\$ 250,000	\$ 2,505,023	\$ 2,237,523
Excess of revenues over expenditures	117,674	-	-	-	117,674	267,500
Transfer to unrestricted	43,165	-	(18,165)	(25,000)	-	-
Transfer to internally restricted	(35,000)	-	-	35,000	-	-
Net assets, closing	<u>\$ 1,735,999</u>	<u>\$ 400,000</u>	<u>\$ 226,698</u>	<u>\$ 260,000</u>	<u>\$ 2,622,697</u>	<u>\$ 2,505,023</u>



Association of Professional Engineers and Geoscientists of New Brunswick

Statement of Operations
Year ended September 30, 2024

	2024 Actual	2024 Budget	2023 Actual
Revenues			
Membership dues	\$ 1,129,501	\$ 1,170,450	\$ 1,150,870
Licences	377,218	387,504	352,877
Certificate of Authorization fees	264,170	260,100	247,713
Registration fees	172,760	130,750	214,673
Affinity revenue	108,421	100,000	112,947
Sundry	87,174	75,750	99,020
Exam fees	66,135	40,400	65,830
Annual meeting	38,065	20,000	16,509
	<u>2,243,444</u>	<u>2,184,954</u>	<u>2,260,439</u>
Expenditures			
Operating (Schedule 1)	1,424,403	1,240,000	1,230,852
Member services (Schedule 2)	430,414	467,000	445,530
Other (Schedule 3)	314,849	297,000	254,665
Communication (Schedule 4)	150,160	171,800	168,094
	<u>2,319,826</u>	<u>2,175,800</u>	<u>2,099,141</u>
Excess (deficiency) of revenues over expenditures from operations	<u>(76,382)</u>	<u>9,154</u>	<u>161,298</u>
Other income (expense)			
Investment income	91,633	-	78,580
Unrealized gain on investments	74,784	-	23,089
Gain on sale of marketable securities	38,782	-	13,940
Investment management fees	(11,143)	-	(9,407)
	<u>194,056</u>	<u>-</u>	<u>106,202</u>
Excess of revenues over expenditures	<u>\$ 117,674</u>	<u>\$ 9,154</u>	<u>\$ 267,500</u>

Association of Professional Engineers and Geoscientists of New Brunswick

Statement of Cash Flows
Year ended September 30, 2024

	2024	2023
Operating activities		
Received from members	\$ 1,137,400	\$ 1,115,983
Received from licencees, registrations and other	1,005,522	996,621
Received from affinity programs	108,421	112,947
Received from investments	35,428	27,126
Payments to suppliers and employees	<u>(2,209,454)</u>	<u>(2,107,818)</u>
	<u>77,317</u>	<u>144,859</u>
Investing activities		
Purchase of capital assets	(40,903)	(46,563)
Purchase of investments	(879,842)	(832,888)
Proceeds from sale of investments	866,497	800,659
Purchase of intangible assets	<u>(61,078)</u>	<u>-</u>
	<u>(115,326)</u>	<u>(78,792)</u>
Change in cash position	(38,009)	66,067
Cash, opening	<u>217,304</u>	<u>151,237</u>
Cash, closing	<u>\$ 179,295</u>	<u>\$ 217,304</u>

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements
September 30, 2024

1. Nature of operations

Association of Professional Engineers and Geoscientists of New Brunswick is continued as a not-for-profit corporation without share capital under the New Brunswick Engineering and Geoscience Professions Act (2015) and is exempt from tax under section 149(1)(I) of the Income Tax Act.

The objectives of the Association are to:

- (a) regulate and govern the Professions in accordance with the Act, by-laws and rules;
 - (b) establish and maintain standards of knowledge and skill for the practice of the Professions; and
 - (c) establish and maintain standards of professional ethics for the practice of the Professions;
- in order that the public interest may be served and protected.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) Cash and cash equivalents

Cash and cash equivalents consist of cash held at a chartered bank as well as cash held within investment accounts.

(b) Revenue recognition

Membership dues, licensee fees, certificates of authorization and registration fees are paid annually and are recognized in the year which they are earned. Fees received that relate to a future period are deferred and recognized in the subsequent period.

Investment income is recognized as revenue on an accrual basis.

Revenues from advertising, annual meeting, and other are recognized when the services are provided.

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements
September 30, 2024

2. Significant accounting policies, continued

(c) Investments

Investments are reported at fair value using quoted market prices. Changes in the fair market value of investments are recognized as Unrealized gains or losses.

(d) Internally restricted assets

Internally restricted funds for operating, legal and capital projects were established in December 2020 for the purpose of supporting the strategic business practices and enable APEGNB to: manage cash flow fluctuations; minimize the need to borrow working capital; meet commitments, obligations or other contingencies; and operate in a fiscally responsible manner. These funds will be available for use with approval from the finance and audit committee. These funds will grow similar to the regular risk evaluation as outlined with the short-term investments.

(e) Capital assets

Capital assets are recorded at cost. The Association provides for amortization using the following methods at rates designed to amortize the cost of the capital assets over their estimated useful lives. One half of the year's amortization is recorded in the year of acquisition. No amortization is recorded in the year of disposal. The annual amortization rates and methods are as follows:

Buildings	4% Declining balance
Solar panels	30 years Straight-line
Office equipment	20% Declining balance
Computer equipment	50% Declining balance
Website	50% Declining balance

(f) Intangible assets

Intangible assets are recorded at cost. The Association provides for amortization using the straight-line method at rates designed to amortize the cost of the intangible assets over their estimated useful lives. The annual amortization rate is as follows:

Membership database	5 years straight line
---------------------	-----------------------

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements
September 30, 2024

2. Significant accounting policies, continued

(g) Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the statement of financial position date and the reported amounts of revenues and expenditures during the year. Actual results could differ from those estimates.

(h) Financial instruments

The Association initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions. The Association subsequently measures its financial assets and financial liabilities at amortized cost, except for securities quoted in an active market, which are subsequently measured at fair value.

Financial assets measured at amortized cost include cash, accounts receivable and government remittances receivable. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Financial assets measured at fair value include short term investments.

3. Cash

	2024	2023
General account	\$ 136,181	\$ 195,250
Cash held in investment accounts	42,964	21,904
Petty cash	150	150
	\$ 179,295	\$ 217,304

4. Short term investments

	2024	2023
Common and preferred shares	\$ 791,886	\$ 688,764
Money market funds	677,630	632,568
Corporate bonds and savings	344,055	320,267
Funds transferred to internally restricted funds	(886,698)	(894,863)
	\$ 926,873	\$ 746,736

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements

September 30, 2024

5. Internally restricted assets

	2024	2023
Internally restricted - operating	\$ 400,000	\$ 400,000
Internally restricted - capital	226,698	244,863
Internally restricted - legal	260,000	250,000
	\$ 886,698	\$ 894,863

The Association established internally restricted funds on December 3, 2020 with the goal of supporting strategic business practices and enable APEGNB to:

- Manage cash flow fluctuation
- Minimize the need to borrow working capital
- Meet commitments, obligations or other contingencies
- Operate in a fiscally responsible manner

The internally restricted funds are intended to serve a dynamic role and are available to be utilized as needed.

On April 19th, 2024, Council approved up to \$25,000 from the internally restricted legal account for Phase 1 of the investigation related to a complaint in progress.

On June 26th, 2024, Audit and Finance Committee approved up to \$25,000 from the internally restricted capital account for the purchase of a new heat pump with the replacement and addition of ducting. \$18,165 of this was used for a new heat pump.

Subsequent to year end but effective at September 30, 2024, the Audit and Finance Committee approved a transfer of \$35,000 from the unrestricted fund to the Internally restricted - legal Fund.

**Association of Professional Engineers and
Geoscientists of New Brunswick**

Notes to Financial Statements
September 30, 2024

6. Capital assets

	2024		2023	
	Cost	Accumulated amortization	Net	Net
Land	\$ 175,146	\$ -	\$ 175,146	\$ 175,146
Buildings	1,189,045	565,160	623,885	617,295
Solar panels	49,305	15,618	33,687	35,331
Office equipment	116,940	105,168	11,772	7,652
Computer equipment	302,755	296,303	6,452	8,843
Website	113,185	111,429	1,756	3,512
	\$ 1,946,376	\$ 1,093,678	\$ 852,698	\$ 847,779

7. Intangible assets

	2024		2023	
Membership database	\$ 400,745	\$ 339,667		
Accumulated amortization	(165,495)	(114,317)		
	\$ 235,250	\$ 225,350		

During the year \$51,178 (2023- \$52,271) was depreciated.

The membership database was included in capital assets on the financial statements for September 30, 2023.

8. Deferred revenue

	2024		2023	
Membership dues	\$ 282,033	\$ 283,401		
Licencee fees	96,014	89,177		
Certificate of authorization fees	66,650	64,220		
	\$ 444,697	\$ 436,798		

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements

September 30, 2024

9. Branch Funding

During the year, APEGNB provided funding to the district branches in the amount of \$52,500 (2023 - \$52,500). This funding allows each branch to carry out its activities during the year. Each branch reports directly to its own council.

10. Related party transactions

The APEGNB Foundation for Education Inc. was established in 1994 and is a registered charity under the Income Tax Act. The Foundation's terms of reference are established by a by-law of the Foundation and its purpose is to promote the education and training of professional engineers, engineering students, professional geoscientists and geoscience students.

During the year ended September 30, 2024, the Association collected \$14,389 (September 2023 - \$12,373) in donation revenue on behalf of the Foundation from its members, which are subsequently transferred for use by the Foundation.

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements
September 30, 2024

11. APEGNB Foundation for Education Inc.

The assets, liabilities and results of operations of the APEGNB Foundation for Education Inc. have not been consolidated in the financial statements of the Association. The year end of the Foundation is December 31. Financial summaries of this unconsolidated, unaudited entity are as follows:

	Financial position	
	December 31, 2023	December 31, 2022
Cash on deposit	\$ 33,515	\$ 23,406
Interest receivable	-	760
Short term investments	1,772,049	1,030,985
Due from APEGNB	9,396	12,373
Accounts payable	(10,000)	(5,000)
	\$ 1,804,960	\$ 1,062,524
	Year ending	
	December 31, 2023	December 31, 2022
Revenue - donations	\$ 706,349	\$ 22,308
Revenue (loss) - investments	109,373	(67,908)
	815,722	(45,600)
Expenditures - scholarships	(60,000)	(50,000)
Expenditures - other	(13,287)	(10,031)
	\$ 742,435	\$ (105,631)

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements
September 30, 2024

12. Commitments

Operating leases and IT support

The Association is committed to the following contracts::

- Office equipment under operating leases
- Bulletproof Solutions for IT support

Future minimum payments, in aggregate and including tax, are expected to be as follows:

2025	\$	31,347
2026		31,347
2027		19,889
2028		3,847
2029		<u>3,143</u>
	\$	<u>89,573</u>

Outreach Coordinator

The Association entered into an agreement with Université de Moncton to provide funding for a full-time Outreach Coordinator. The agreement expires in 2025 unless revoked with 6 months notice in writing. Future minimum payments are expected to be as follows:

2025	\$	<u>35,000</u>
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iMIS Usage

The Association entered into an agreement with Advanced Solutions International for the use of the iMIS software until March 2026 and ongoing implementation support until August 2025. Future minimum payments are expected to be as follows:

2025	\$	25,755
2026		<u>4,189</u>
	\$	<u>29,944</u>

Association of Professional Engineers and Geoscientists of New Brunswick

Notes to Financial Statements
September 30, 2024

12. Commitments, continued

The Gaia Project - Climate Labs

The Association entered into an agreement with The Gaia Project to provide STEM education programs to middle school students across New Brunswick. The agreement states APEGNB will provide financial support of \$35,000 over three years. The first payment of \$15,000 was made in September 2023 and the remaining amount will be paid out as follows:

2025	\$	10,000
2026		<u>10,000</u>
	\$	<u>20,000</u>

13. Financial instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

(a) Market risk

Market risk is the risk that the value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Association is exposed to market risk as a significant portion of its investments balance is held in publicly traded securities.

14. Comparative figures

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year.

Association of Professional Engineers and Geoscientists of New Brunswick

Schedules to Financial Statements
Year ended September 30, 2024

Schedule of operating	Schedule 1		
	2024 <u>Actual</u>	2024 <u>Budget</u>	2023 <u>Actual</u>
Salaries and benefits	\$ 928,636	\$ 915,000	\$ 822,680
Computer maintenance	134,084	90,000	107,326
Service fees	61,981	65,000	57,780
Depreciation of intangible assets	51,178	-	52,271
Professional fees	46,902	20,000	12,850
Property tax	45,471	46,000	43,754
Building maintenance	37,715	30,000	29,568
Depreciation	35,985	-	37,849
Office	31,064	30,000	24,998
Insurance	20,931	20,000	20,238
Telephone	14,308	9,000	11,609
Printing - office	7,433	5,000	4,104
Postage	5,627	8,000	5,825
Computers and equipment	3,088	2,000	-
	<u>\$ 1,424,403</u>	<u>\$ 1,240,000</u>	<u>\$ 1,230,852</u>

Schedule of member services	Schedule 2		
	2024 <u>Actual</u>	2024 <u>Budget</u>	2023 <u>Actual</u>
Annual meeting	\$ 108,238	\$ 85,000	\$ 77,798
Travel	80,144	80,000	84,626
Marketing Campaign	61,742	60,000	73,131
Branch funding (note 9)	52,500	52,500	52,500
Certificates and seals	37,520	50,000	46,347
Exam expenses and CBA	37,390	22,000	35,751
Council meetings	31,730	35,000	31,637
Scholarships & Awards	9,000	12,000	14,000
Translation	7,387	15,000	16,936
Committee meetings	4,493	10,000	12,804
Awards	270	500	-
CPD Module	-	25,000	-
Database / Technology Advisory Services	-	20,000	-
	<u>\$ 430,414</u>	<u>\$ 467,000</u>	<u>\$ 445,530</u>

**Association of Professional Engineers and
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Schedules to Financial Statements
Year ended September 30, 2024

Schedule of other	Schedule 3		
	2024 <u>Actual</u>	2024 <u>Budget</u>	2023 <u>Actual</u>
Outsourced Registration Services	\$ 85,334	\$ 74,000	\$ -
Legal and act enforcement	80,134	23,000	42,220
EC / GC assessment	56,920	100,000	74,541
Miscellaneous	43,931	20,000	94,803
Professional development	25,636	35,000	17,708
Secondary liability insurance	22,894	35,000	25,393
Professional Development for Registrants	-	7,500	-
Act & By Law revision	-	2,500	-
	<u>\$ 314,849</u>	<u>\$ 297,000</u>	<u>\$ 254,665</u>

Included in miscellaneous for 2024 are expense related to the registration department review and for 2023 are expenses for other professional consulting services costs related to strategic planning, human resources and registration management.

Schedule of communication	Schedule 4		
	2024 <u>Actual</u>	2024 <u>Budget</u>	2023 <u>Actual</u>
Communications	\$ 69,805	\$ 39,600	\$ 50,220
Outreach coordinators	35,000	35,000	35,000
Outreach funding	29,943	50,000	51,294
Government relations	12,700	35,000	27,862
Website and electronic communication	2,712	12,200	3,718
	<u>\$ 150,160</u>	<u>\$ 171,800</u>	<u>\$ 168,094</u>

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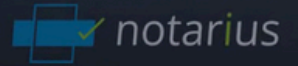
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