



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

# 2025 Proposed Bylaw Amendments Chart

**Note:** Proposed amendments are shown in **red font**.

*Strikeout indicates wording proposed for removal.*

Proposed Amendment	Comments/Rationale
<b>2.0 GOVERNANCE BYLAWS</b>	
<b>Election Nomination Procedures</b>  2.54 The Nominee List must:  2.54.1 include only names of Architects nominated by the Nomination Committee to <b>stand for election</b> ; 2.54.2 be signed by the chair of the Nominations Committee; 2.54.3 include confirmation by written consent that each nominee is willing to stand for election; and 2.54.4 be Published in accordance with the General Regulation.	Amendment for clarity.
2.57 To qualify for election, <b>including by acclamation or for a temporary appointment</b> as a Registrant Board Member, an Individual Registrant must:  2.57.1 be an Architect;	Amendment for clarity around acclamation.

Proposed Amendment	Comments/Rationale
<p>2.57.2 be in Good Standing as of the date the Registrar Publishes the required election information as set out in Bylaw 2.63; and</p> <p>2.57.3 be nominated by the Nominations Committee.</p>	
<p><b>Election Procedures</b></p> <p>2.63 Unless all Registrant Board Member positions in an election have been filled by acclamation under Bylaw 2.81, the Registrar must provide Eligible Voters with a Vote Notification on the date set for the Board.</p>	Amendment for clarity in the event of election by acclamation.
<p><b>Registrar and Deputy Registrar</b></p> <p>2.92 The Registrar is authorized to:</p> <p>2.92.1 establish Forms for the purpose of these Bylaws, including electronic Forms and documents; and</p> <p>2.92.2 require the use of Forms, including electronic forms by Registrants or Applicants.</p>	Amendment to provide clarity and authority for the acceptance of electronic Forms and documents.
<p><b>General Meetings</b></p> <p>2.117 The Board must take reasonable steps to ensure that all Architects in Good Standing Registrants are able to participate at General Meetings, including:</p> <p>2.117.1 the ability to hear presentations and review documentation shown at the meeting;</p>	<p>The rationale for the changes to Bylaws 2.117, 2.123, 2.124 include:</p> <ul style="list-style-type: none"> <li>• There are no PGA or Board Policy requirements for the AGM attendees to vote on 1) meeting agenda 2) meeting protocols 3) adjournment 4) auditor, 5) audited statements, 6) reports.</li> <li>• We recommend removing these legacy procedures for better experience for attendees and more efficient meeting (the voting was always problematic and time-consuming).</li> </ul>

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<p>2.117.2 the ability to cast a vote when required; and</p> <p>2.117.3<del>2</del> the ability to speak and/or ask questions in writing, as permitted by the meeting protocols and</p> <p>2.117.3 the ability of Architects in Good Standing to vote on any Advisory Resolutions.</p>	<ul style="list-style-type: none"> <li>• If the future plan is to eliminate AGMs altogether, this step moves the needle towards that end;</li> <li>• Unless we amend the bylaws to remove Advisory Resolutions, there must still be voting on these resolutions. The amended bylaws restrict references to voting at GMs to Advisory Resolutions only.</li> <li>• Protocols can be approved by the Board instead of meeting attendees (if they are required at all). Again, this is a legacy procedure that dates back to in-person AGMs, and that we recommend eliminating.</li> </ul>
<p>2.118 The Registrar must, at least 30 days prior to a General Meeting, forward to each Individual Registrant of the AIBC:</p> <p>2.118.1 a notice of the meeting, which notice must include the date, time and location of the meeting;</p> <p>2.118.2 a meeting agenda;</p> <p>2.118.3 the Board-approved meeting minutes of the previous Annual General Meeting; and</p> <p>2.118.4 subject to Bylaw 2.130, any Advisory Resolutions.</p>	<p>Amendment to ensure bylaws are consistent with Board policy; minutes no longer presented for voting at AGM, but reviewed/approved by Board prior to next meeting and shared with Registrants.</p>
<p>2.123 Each Architect in Good Standing present at a General Meeting of the AIBC has one vote on each <del>any</del> <ins>Advisory</ins> Resolution put to a vote. No <del>Architect Registrant</del> may be counted as present by proxy, or vote by proxy, at a General Meeting.</p>	<p>Amendment to limit voting to only Advisory Resolutions rather than any resolution, and clarifying that only Architects are eligible to vote.</p>
<p>2.124 To facilitate orderly and effective General Meetings, protocols or rules of order <del>must</del> <ins>may</ins> be approved by the Board prior to the <del>day</del></p>	<p>Amendment to further facilitate more streamlined General Meetings and constrain voting to Advisory Resolutions rather than procedural matters better addressed by Board.</p>

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<p><del>set for the General Meeting those eligible to vote at the meeting, following the meeting call to order.</del></p>	
<p>2.125 The following items must be presented at an Annual General Meeting, and Published within 14 days after the meeting:</p> <p>2.125.1 the annual report of the AIBC;</p> <p>2.125.2 the audited financial statements; <b>and</b></p> <p>2.125.3 any approved Advisory Resolutions; <b>and</b></p> <p><del>2.125.4 the minutes of the previous Annual General Meeting.</del></p>	<p>Amended to reflect proposed changes to Bylaw 2.118 (minutes approved before AGM).</p>
<h3>3.0 COMMITTEES BYLAWS</h3>	
<p>3.25 Any Committee established by the Board under section 32 (3) of the Act <i>[additional committees]</i> is considered a Committee established in these Bylaws, including in relation to all requirements for committee appointments and process, panels, and quorum and meetings.</p>	<p>New Bylaw added to clarify that all Committees established by the Board under section 32(3) of the Act is also considered a Committee established under the Bylaws. This helps ensure consistency across AIBC committees and greater certainty of process expectations when considering establishing additional committees.</p>
<h3>4.0 REGISTRATION AND LICENSING BYLAWS</h3>	
<p><b>Reinstatement of Former Registrants – Specific Requirements</b></p> <p>4.25 Except for CES Participants seeking reinstatement after suspension for CES non-compliance under these Bylaws, a Former Registrant who is an Individual Registrant may be</p>	<p>Amendment to broaden acceptable architectural experience since Regulated Practice is limited to the prescribed scope of practice of architecture carried on by AIBC Registrants.</p>

Proposed Amendment	Comments/Rationale
<p>reinstated as a Registrant within the applicable category or subcategory of Registrants by making application to the Credentials Committee and:</p> <p>...</p> <p>4.25.3 for Former Registrants seeking reinstatement as Architects who have not engaged in the Regulated Practice, <b>or equivalent architectural practice in a jurisdiction that has Mutual Recognition Agreement with Canada or AIBC at the time the experience was obtained</b>, for three or more years <b>prior to application</b>, completing a reinstatement interview in accordance with guideline established by the Credentials Committee;</p>	
<p><b>Admission of Firm Registrants</b></p> <p>4.29 Application Forms may include different requirements specific to the Firm Registrant category, including but not limited to:</p> <p>...</p> <p>4.29.6 information related to any prior registrations, cancellations, suspensions, <b>unauthorized practice or illegal practice matters</b>, or professional conduct or disciplinary actions in any jurisdiction related to the Applicant or predecessor Firms or businesses;</p> <p>...</p> <p>4.29.11 confirmation that the Applicant is in Good Standing;</p>	<p>Amendments to specify additional elements that may be required in these Forms.</p>

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<p><b>Certificate of Practice</b></p> <p>4.37 A Certificate of Practice expires without notice in any of the following circumstances:</p> <ul style="list-style-type: none"> <li>4.37.1 on February 1 of each calendar year, unless it has been renewed;</li> <li>4.37.2 on the cancellation or suspension for any reason of the registration of the Firm Registrant holding the Certificate of Practice; <b>or</b></li> <li>4.37.3 on the expiration, termination, cancellation, or voiding of the Professional Liability Insurance required under these Bylaws.; <b>or</b></li> <li>4.37.4 except as authorized by the Registrar, in the event that no Architect AIBC is able and permitted to practise architecture through the Certificate of Practice.</li> </ul>	<p>New sub-paragraph proposed to address situations where an Architect owner's registration has been cancelled and they are the only practising Architect at the Firm.</p> <p>The proposed amendment could also apply to the sole/majority owner of a Firm registered with BC Registry that has passed away. It would provide the AIBC with the authority to change the Firm to Inactive.</p> <p>This provides the Registrar with discretion to consider allowing the Certificate of Practice to continue if, for example, a 'transition plan' has been submitted and adhered to, to ensure continuity/sufficient architectural coverage or other terms to protect clients/the public. Future bylaw development in relation to such 'transition plans' may follow next year.</p>
<p><b>Firm Names and Public Disclosure</b></p> <p>4.69 A corporation that is a Firm Registrant must have and use as part of and at the end of its name, the corporate designation "Limited", "Limitée", "Incorporated", "Incorporee"<b> or</b> "Corporation", "Unlimited Liability Corporation", Professional Service Corporation", or "Professional Corporation", and may use in the Firm name the abbreviations of these words "Ltd.", "Ltee.", "Inc." <b>or</b> "Corp.", "ULC", "PS" or "PC" respectively.</p>	<p>Amendment to allow for the use of ULC (Unlimited Liability Corporation), PS (Professional Service Corporation) or PC (Professional Corporation) as a suffix for a Firm name. Similar amendment made to Schedule O: Board Rules for Architectural Firm Names.</p>

Proposed Amendment	Comments/Rationale
<b>5.0 PROFESSIONAL PRACTICE AND SERVICES BYLAWS</b>	
<b>Non-Compliance with CES</b> <p>5.19 A CES Participant who remains suspended for CES non-compliance for more than <del>90</del> <ins>60</ins> days must have their registration cancelled.</p>	<p>Propose reducing the 90 days to 60 days before cancelling a suspended CES Participant's AIBC registration. Non-compliant CES Participants are already provided 90 days to become compliant after the June 30 deadline, another 60 days is sufficient. During the last reporting period, only one CES Participant was administratively reinstated after 60 days.</p> <p>Changing this to 60 days means that any cancelled registrations will take place prior to January 1, this will better align with annual renewal cycle. Changing to 60 days means that the 90-day deadline will not fall during the week after Christmas when the AIBC is closed, better support and resources will be available for suspended CES Participants.</p>
<b>6.0 COMPLAINTS AND INVESTIGATIONS BYLAWS</b>	
<b>Intake Process</b> <p>6.4 The Registrar must provide a copy of the Complaint, or a summary describing the <del>concerns</del> <ins>information, assertions</ins> or allegations, to the Respondent.</p>	<p>Minor amendments so that wording is consistent with the definition of Complaint.</p> <p>Definition: “<b>Complaint</b>” means <ins>information, assertion or allegation</ins> provided by a Complainant about a Registrant or Former Registrant, who may have committed a Discipline Violation; (emphasis added)</p>
<b>Investigation Committee Action</b> <p>6.12 Within 45 days of receiving the Intake Report from the Registrar pursuant to Bylaw 6.8, the Investigation Committee must:</p>	<p>Amendment to remove “any” as there is only one action to be taken under Bylaw 6.14.1 [Extraordinary Action to Protect the Public].</p>

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<p>6.12.1 initiate an investigation;</p> <p>6.12.2 decline to investigate the Complaint, having regard to the grounds in Bylaws 6.9.1-6.9.3 or to another public interest basis for not investigating;</p> <p>6.12.3 decline to investigate the Complaint under Bylaw 6.12.2 and provide a letter of recommendation to the Respondent on how to improve their practice or conduct;</p> <p>6.12.4 forgo an investigation and direct a Citation be issued pursuant to Section 66(1)(d) of the PGA; or</p> <p>6.12.5 take <del>any</del> action under <del>in</del> Bylaw 6.14.1 [<i>Extraordinary Action to Protect the Public</i>].</p>	
<p>6.14 Upon receiving a Final Investigation Report, Supplementary Report, if requested, and any submissions from the Respondent, the Investigation Committee must do one or more of the following:</p> <p>6.14.1 initiate an extraordinary action to protect the public in accordance with Section 67 of the PGA;</p> <p>6.14.2 proceed by way of Sections 72, 73, 74, or 66(1)(d) of the PGA; or</p> <p>6.14.3 close the Complaint file if it determines any of the following apply:</p> <p>6.14.3.1 the Complaint is frivolous, vexatious, or made in bad faith;</p>	Amendment for consistent use of language. At this stage in the investigation process the threshold for 'charges' has not been met.

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<p>6.14.3.2 the <del>information, assertions, or allegations, charges</del>, if proved, would not amount to a Discipline Violation;</p> <p>6.14.3.3 the <del>information, assertions, or allegations, charges</del> relate to a private dispute between the Registrant and a third party and there is no public interest in authorizing an investigation; or</p> <p>6.14.3.4 the <del>information, assertions, or allegations, charges</del> would be better addressed through a letter of recommendation to the Respondent on how to improve their practice or conduct.</p>	
<p><b>Notice of Investigation</b></p> <p>6.20 Any new information, <del>assertions or allegations</del> that is discovered <del>or raised</del> during the Intake Process or during the investigation of a Complaint <del>that raises new concerns will</del> become part of the original Complaint or may be opened as a new Complaint at the Investigation Committee's discretion.</p>	Amendment for consistent use of language.
<p><b>7.0 DISCIPLINE BYLAWS</b></p>	
<p><b>Decision and Reasons</b></p> <p>7.39 The written reasons must be delivered to the Complainant within 15 days of the publication date.</p>	New Bylaw to ensure notification to the Complainant of the outcome of a Discipline Hearing.

Proposed Amendment	Comments/Rationale
<b>8.0 PUBLIC DISCLOSURE BYLAWS</b>	
<p><b>Register</b></p> <p>8.5 The following information about Individual Registrants must be included in the register:</p> <p>8.5.1 the individual's name and current registration category;</p> <p>8.5.2 business contact information for the individual, if applicable, consisting of:</p> <p>8.5.2.1 a business email address;</p> <p>8.5.2.2 a business telephone number;</p> <p>8.5.2.3 one or more Firm names, <b>with business mailing address(es)</b>, connected to the person if the Individual Registrant is engaged in the Regulated Practice as <b>an employee</b>, corporate owner, sole proprietor, or partner with one or more Firm Registrants; and</p> <p><del>8.5.2.4 a business mailing address which information may consist of Firm Registrant contact information for which the Individual Registrant is employed;</del></p> <p>except that the Registrar may waive the business mailing address requirement upon request of the Individual Registrant, if the Registrar reasonably believes that disclosure of such information could put the safety of the Individual Registrant or another person at risk</p>	<p>Amendment to clarify that a business mailing address is to be related to a Firm Registrant.</p>

Proposed Amendment	Comments/Rationale
<p>8.5 The following information about Individual Registrants must be included in the register:</p> <p>...</p> <p>8.5.2.4 If the Individual Registrant is a Temporary Licensee (Architect),</p> <p>8.5.2.4.1 the name of the Local Collaborating Architect AIBC and their Architectural Firm; and</p> <p>8.5.2.4.2 a business mailing address, which information may consist of business contact information for the architectural business or entity connected to the Temporary Licensee and Project.</p>	Amendment to include information about Temporary Licensee (Architects) on the register.
<p>8.6 The following information about Firm Registrants must be included in the register:</p> <p>...</p> <p>8.6.3.1 a business mailing address</p> <p><i>“except that the Registrar may waive the business mailing address requirement upon request of the Firm Registrant, if the Registrar reasonably believes that disclosure of such information could put the safety of a Registrant or another person at risk.”</i></p>	Amendment to add the ability for the Registrar to waive the requirement to publish business mailing address for Firm Registrants. This is similar to the waiver for Individual Registrants.

Proposed Amendment	Comments/Rationale
<b>SCHEDULE A: CODE OF ETHICS AND PROFESSIONAL CONDUCT</b>	
<p><b>Professional Standard 3.2</b></p> <p>3.2 Non-Architect Registrants must act with reasonable care and competence and must apply the knowledge, skill and judgment ordinarily applied by Registrants in their Registrant category.</p> <p><i>These standards reflect the baseline expectation that Architects/Temporary Licensees provide competent services measured against the standards ordinarily applied to Architects, while non-Architect Registrants must demonstrate competency to the level required by their Registrant category.</i></p> <p><i>It is a Registrant's responsibility to recognize personal impairment to the ability to function competently and, when so impaired, to withdraw from practising until competence is restored. This includes impairment arising from physical or mental health issues, financial difficulties and personal or family matters serious enough to cause Registrants to be unable to satisfy professional standards.</i></p> <p>3.3 Registrants must practice only in those fields where training and ability make them professionally competent.</p>	Minor amendment to move yellow highlighted commentary paragraph from Professional Standard 3.2 to Professional Standard 3.3. Previous location was in error.
<p><b>5.0 Architectural Services: Engagement and Communication</b></p> <p>5.1 Registrants are not permitted to provide architectural services to a Client until the following conditions are satisfied:</p>	Minor amendment to Professional Standard 5.1(b)(i) to allow for the fact that non-Architect Registrants may not have a certificate of insurance but still be providing services outside the Reserved Practice.

Proposed Amendment	Comments/Rationale
<ul style="list-style-type: none"> <li>(a) An executed Client-Architect Contract is in place in compliance with Professional Standard 5.2; and</li> <li>(b) The Client has been advised in writing: <ul style="list-style-type: none"> <li>(i) whether professional liability insurance is in place in relation to the architectural services to be provided for the commission; and</li> <li>(ii) that <del>the a</del> certificate of insurance for the professional liability insurance in (i) is available for review by the Client upon request, or has been provided.</li> </ul> </li> </ul>	
<p>5.2 The Client-Architect Contract must be a standard form contract approved by the Board, or be substantially conforming in all material respects to such standard contract in relation to services, responsibilities and general conditions.</p> <p><i>Those standard form contracts approved by the AIBC Board are listed and discussed in Practice Guidelines: Standard Form Contracts and available on the AIBC website or by contacting the AIBC's Practice Advisors. Registrants are reminded that PS 7.6 requires Registrants <del>Architects</del> to have regard for the Schedules of Architectural Services prior to entering into a Client-Architect Contract.</i></p> <p><i>Architects not using an approved standard form contract are reminded that the document used must conform to approved contracts in the manner stipulated in the Professional Standard.</i></p>	<p>Minor amendment to the first paragraph in the commentary of Professional Standard 5.2.</p>

Proposed Amendment	Comments/Rationale
<b>SCHEDULES</b>	
<p><b><u>Schedule E: Board Rules for Board Meetings</u></b></p> <p>Voting for Electronic Resolution</p> <p>6.11 If all votes have been cast before the close of the voting period, the voting period is deemed closed.</p>	<p>New Board Rule added to Schedule E: Board Rules for Board Meetings to allow for the vote to close if every Board Member has voted before the close of the voting period.</p>
<p><b><u>Schedule F: Board Rules for Board Election and Temporary Appointments</u></b></p> <p><b>1.0 Authority</b></p> <p>1.1 These Board Rules describe the specific requirements for procedural matters related to:</p> <p>1.1.1 Board and Board officer elections as authorized under Bylaw 2.59; <b>and</b></p> <p>1.1.2 <b>temporary appointments as authorized under Bylaw 2.12.</b></p> <p><b>6.0 Temporary Appointments to the Board</b></p> <p>6.1 Consistent with section 26(4) and (5) of the Act, the term of any appointment(s) to be made by the Board in the event no Registrant Board Member(s) was elected is the same three-year term, or portion of it, that would have applied to the Board position had an election for the position occurred.</p>	<p>Amendment to Schedules F: Board Rules for Board Election to include rules for Registrant Board Member(s) temporary appointment. The changes include:</p> <ul style="list-style-type: none"> <li>• addition of “and Temporary Appointments” to the Schedule title;</li> <li>• amendment to paragraph 1.1 setting out these rules are related to temporary appointments as authorized by Bylaw 2.12; and</li> <li>• a new heading 6.0, and accompanying rules for temporary appointments.</li> </ul> <p>These amendments are proposed to provide clarity on the term length of temporary appointments, as the PGA’s language is not as specific as it could be. The term length is proposed to be the length of the Board position to be filled, in compliance with Bylaw 2.48 (election cycle).</p>

Proposed Amendment	Comments/Rationale
<p>6.2 The Nomination Committee must qualify any Registrants for temporary appointment by the Board according to the merit-based criteria and principles described in the Act and <i>Professional Governance General Regulation</i>.</p> <p>6.3 Prior to making a temporary appointment, the Board must consider the report from the Nomination Committee provided under section 6(4) of the <i>Professional Governance General Regulation</i>.</p> <p>6.4 The Board Chair or Vice Chair must notify any individual appointed as a temporary Registrant Board Member, including advising of the term length of the appointment.</p>	
<p><b><u>Schedule G: Administrative Guidelines for Conditional Registration</u></b></p> <p>2.1 Subject to paragraph 1.4 in this Schedule, the Credentials Committee is authorized to impose one or more Conditions on an Individual Registrant's registration where, in the Committee's opinion, sufficient grounds exist:</p> <p>2.1.1 to indicate the Applicant's health, including physical and mental health and addiction, may adversely affect the Applicant's ability to maintain Professional Standards; <del>or</del></p> <p>2.1.2 of a demonstrated history or pattern of behaviour, including but not limited to known Discipline Violations, that may adversely affect the Applicant's ability to maintain Professional Standards; <del>or</del></p>	<p>Amendment to Schedule G: Administrative Guidelines for Conditional Registration to address registration of some interns who are issued <u>provisional</u> Canadian Architectural Certification Board certificates (volume is very low). By conditionally registering them, the intern can start internship, but once the provisional certificate expires, (usually 18 months), they no longer meet the education standard for interns, and the condition could be cancellation. See following amendment for further context.</p>

Proposed Amendment	Comments/Rationale
<p>2.1.3 in relation to Intern Architect AIBC registration, confirming that a provisional certificate was issued by the Canadian Architectural Certification Board.</p>	
<p><b><u>Schedule G: Administrative Guidelines for Conditional Registration</u></b></p> <p><b>Condition Examples</b></p> <p><b><u>Individual Registrant Conditions</u></b></p> <p>4.1 Without limiting the ability of the Credentials Committee to determine an appropriate, calibrated Condition for an Individual Registrant, the following general Conditions are permitted:</p> <p>4.1.1 requirements to provide documentation or reports to the Committee from a health care professional in relation to the Registrant's ability to maintain Professional Standards; <b>and</b></p> <p>4.1.2 requirements to attend one or more interviews with the Committee or Panel of the Committee to satisfy the Committee that the Registrant is complying with the Condition(s) and is otherwise maintaining Professional Standards; <b>or</b></p> <p>4.1.3 requirement to submit evidence of full academic certification by the Canadian Architectural Certification Board prior to expiry of a provisional certificate.</p>	<p>As noted above, an amendment to Schedule G to provide the Credentials Committee with the authority to conditionally register an intern architect who has been issued a provisional Canadian Architectural Certification Board certificates.</p>

Proposed Amendment	Comments/Rationale
<p><u><b>Schedule J: Broadly Experienced Foreign Architect Program Requirements</b></u></p> <p>2.4.2 – <del>written self-a</del>ssessment</p>	<p>Minor word substitution.</p>
<p><u><b>Schedule K: Broadly Experienced Applicant Program Requirements</b></u></p> <p><b>Registration Requirements</b></p> <p>2.1 Applicants must submit <del>at least two nomination letters up to five project record forms signed by</del> <del>from</del> Architects <del>who provided Direct Supervision to the applicant that describe the level of supervision provided and work supervised demonstrating competencies</del> based on the Canadian Standard of Competency for Architects. <del>There must be at least two Architects who provided Direct Supervision. Project records</del> <del>Letters</del> must be submitted using the AIBC Form. <del>Exceptions may be considered on the number of Architects who provided Direct Supervision, if this requirement presents a hardship for applicants.</del></p> <p>2.2 Applicants must submit at least two nominations, <del>in the Form required, letters</del> from Architects <del>who provided</del> Direct Supervision indicating how the nominating architect knows the Applicant and for how long, an understanding of the Applicant's work experience and knowledge of the practice of architecture, and a recommendation that the Applicant be considered for registration as an Architect.</p>	<p>Some BEAs who have only been employed under one Architectural Firm may have hard time seeking signatures from two Architects. With the review of the BEA program, requirements under paragraph 2.1 will be closely aligned with the national competencies and the high number of letters is being replaced with stricter competency-based requirements.</p> <p>Amendments to paragraph 2.2 provide clarify that nominations provided should come from Architects who provided Direct Supervision.</p> <p>Paragraph 2.6.1 is removed as content is now in amended paragraph 2.1 above.</p> <p>Paragraph 2.6.2 amended to replace 'self-assessment' with written assessment.</p>

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<p>...</p> <p><u>Examination</u></p> <p>2.6 Completion of an outcomes-based assessment against the Canadian Standard of Competency for Architects, consisting of the following components on the Forms provided by the AIBC:</p> <p>2.6.1 <del>Project résumé, providing an overview of architectural career, highlighting major projects with direct involvement and linked to the required competency areas;</del></p> <p>2.6.2 <del>Written</del> Self-Assessment and supporting portfolio of architectural work experience;</p>	
<p><b><u>Schedule K: Broadly Experienced Applicant Program Requirements</u></b></p> <p><b><u>Application</u></b></p> <p>3.1 An individual must first satisfy the eligibility criteria to enroll in the BEA Program indicated in paragraphs 2.1, 2.2, and 2.3 of this Schedule and submit the completed AIBC Application Form and Fees. Once enrolled in the BEA Program, an individual must complete the remaining <del>registration program</del> requirements <del>within a three-year period from date of enrolment, with possibility of a one-year extension based on extenuating situations. Following this period, BEAs must re-apply and will be assessed against the current eligibility standards.</del></p>	<p>The purpose of the BEA program is to assess those individuals who have the architectural competencies gained through years of experience. The proposed amendment to paragraph 3.1 will discourage BEAs languishing in the program. BEAs should be ready at the time of enrolment and should not be obtaining experience while on the BEA program, otherwise, it becomes similar to the Internship in Architecture Program.</p> <p>BEAs who joined the program under the <i>Professional Governance Act</i> meet the current eligibility requirements, but do not have the same application forms (project record form), exit requirements, or deadline under these new bylaws. The grace period noted in new paragraph 3.4 aligns with the grace period provided to the applicants under the <i>Architects Act</i>. This puts an end date to BEAs' applicant status if program is not completed. There will be no legacy applicants after 2031.</p>

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<p>...</p> <p>3.3 Applicants whose eligibility was reviewed under the requirements of the <i>Architects Act</i> and who are currently enrolled in the BEA program will have five years from the Transition Date to complete the BEA program requirements. After this five-year period, these applicants will be required to reapply if they wish to continue enrolment in the BEA program. Their eligibility will be evaluated based on the standards set out in these Bylaws as they apply after the Transition Date.</p> <p>3.4 Applicants who enrolled in the BEA program after the Transition Date, and prior to January 1, 2026 [<i>or whenever this new bylaw takes effect</i>], have until January 1, 2031, to complete the BEA program requirements. After this period, these applicants will be required to reapply if they wish to continue enrolment in the BEA program. Their eligibility will be evaluated based on the standards set out in these Bylaws and they will be required to complete the BEA program requirements enforced at that time.</p>	
<p><b><u>Schedule M: Board Rules for Professional Liability Insurance (PLI)</u></b></p> <p><b>Notice of Requirements</b></p> <p>4.2 Registrants are responsible to comply with these Bylaws and Board Rules at all times. If the AIBC discovers non-compliance, <del>In the event of non-compliance by a Registrant with these Bylaws or Board Rules</del>, the Director of Registration and Licensing must notify the Registrant in writing. This notice must include reference to the requirements of Bylaw 4.36 that no Registrant may engage</p>	<p>Minor amendment to clarify and emphasize that the onus for compliance is on Firm Registrants.</p>

Proposed Amendment	Comments/Rationale
<p>in the Reserved Practice of Architecture except through a Certificate of Practice. Notification of such noncompliance may also be provided to the AIBC's Director of Professional Conduct for review and investigation if appropriate.</p>	
<p><b><u>Schedule N: Administrative Guidelines for Fee Waivers</u></b></p> <p><b>General Process</b></p> <p>3.8 Registrants must be in Good Standing at the time of application to be considered for any waiver application.</p>	<p>Add Good Standing requirement to eligibility criteria for fee waiver application. The amendment would be to add a new paragraph 3.8 as well as to the chart under paragraph 1.1.</p>
<p><b><u>Schedule O: Board Rules for Architectural Firm Names</u></b></p> <p><b>Description</b></p> <p>3.1 The Firm Registrant's name must comply with the following description requirements:</p> <p>...</p> <p>3.1.3 Any <del>Architectural Firm</del> Firm Registrant that is a corporation must use as part of and at the end of its name, the corporate designation "Limited", "Limitee", "Incorporated", "Incorporee", <del>or</del> "Corporation", "Unlimited Liability Corporation", Professional Service Corporation", or "Professional Corporation" and may use in the Firm name the abbreviations of these words "Ltd.", "Ltee.", "Inc." <del>or</del> "Corp.", "ULC", "PS" or "PC", respectively, as permitted by Bylaw 4.69.</p>	<p>As with the amendment to Bylaw 4.69, this update allows for the use of ULC (Unlimited Liability Corporation), PS (Professional Service Corporation) or PC (Professional Corporation) as a suffix for a Firm name.</p>

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<p><b><u>Schedule O: Board Rules for Architectural Firm Names</u></b></p> <p><b>Identity</b></p> <p>4.1 In order to present its identity clearly; while ensuring that the public is not misled and the profession is represented with dignity, the Firm name must not:</p> <ul style="list-style-type: none"> <li>• be identical or similar to that of an existing Firm name; • be a “numbered company” name;</li> <li>• be scandalous, obscene or immoral;</li> <li>• be self-laudatory;</li> <li>• imply geographic exclusivity by use of a BC regional or municipal name;</li> <li>• <del>contain words in a language other than English or French</del> <del>contain words in a language other than English or French that would be contrary to the other name limitations, such as a word that is offensive in a foreign language; or</del></li> <li>• be otherwise misleading.</li> </ul>	Amendment to allow additional words to be accepted in Firm names (e.g., a recent Firm applicant requested use of a Cree word).
<p><b><u>Schedule P: Board Rules for the Continuing Education System (CES)</u></b></p> <p><b>Backdating of Learning Units</b></p> <p>3.10 Newly registered CES Participants can begin earning and <del>reportsing</del> LUs as of their date of registration with the AIBC. LUs</p>	Minor grammatical change

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<p>earned prior to a Registrant's date of registration as a CES Participant are not eligible to be reported.</p>	
<p><b><u>Schedule P: Board Rules for the Continuing Education System (CES)</u></b></p> <p><b>Canadian Reciprocity Option</b></p> <p>5.5 Architects who elect to complete CES requirements via the Canadian reciprocity option must also fulfill the AIBC Indigenous Peoples Learning requirement and report completion directly to their AIBC <b>transcript</b> by the end of each CES Reporting Period.</p>	<p>Minor grammatical change</p>
<p><b><u>Schedule P: Board Rules for the Continuing Education System (CES)</u></b></p> <p><b>Voluntary Resignation and Cancellation for Non-Payment of Annual Fees</b></p> <p>8.2 CES Participants who resigned voluntarily or whose registration was cancelled for non-payment of Fees may apply for reinstatement by making application to the Credentials Committee and completing any outstanding CES requirements (LUs, payment of any outstanding CES fines, <b>CES audit requirements</b> and any LUs that had to have been earned in the reporting period at the time of resignation or cancellation) determined by the time away from the AIBC, such that:</p> <p>...</p>	<p>Amendment to add CES audit requirements.</p>

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<p><b><u>Schedule Q: Board Rules for Extraordinary Action to Protect the Public</u></b></p> <p><b>Procedures</b></p> <p>3.1 An extraordinary action to protect public must be initiated on the application of the Investigation Committee, the Discipline Committee, or the Registrar when considered necessary in the public interest to take action <del>in relation to</del> <del>from immediate</del> risks to <del>safety, health, and welfare of the public, including protection of the environment and promotion of health and safety in the workplace.</del> <del>or safety.</del></p>	<p>Amendments to align with the language in the PGA and to add fuller grounds for this action.</p>
<p><b><u>Schedule S: Administrative Guidelines for Costs</u></b></p> <p><b>Additional Cost Factors</b></p> <p>2.6 In determining whether a proposal made under paragraphs 2.1 and 2.2 in this Schedule is promptly accepted, or readily-resolved within a reasonable period of time, as well as the level of complexity and increase to the base cost amounts, AIBC will have regard to the following principles:</p> <p>2.6.1 the number of infractions at issue in the negotiation;</p> <p>2.6.2 <del>the degree of importance of the section(s) in the PGA, the Bylaw(s), or the AIBC Code of Ethics and Professional Conduct that were infringed (i.e., the seriousness of the violation);</del></p>	<p>Sub-paragraph 2.6.2 is removed as it is not in keeping with a recent Alberta Court of Appeal decision holding that the seriousness of the charges is relevant to the penalty sanction, not to awarding costs. The case addresses an anomalous line of cases previously issued in the province, and has influence across the country as a clarification.</p>

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<p>2.6.3<del>2</del> the role of the Respondent or the AIBC in conserving or increasing the costs, including admissions of fact and the timing of admissions, inordinate delays and unreasonable negotiating positions;</p> <p>2.6.4<del>3</del> the Costs imposed in other reasonably similar circumstances; and</p> <p>2.6.5<del>4</del> any other reasonable considerations relevant, including financial circumstances of the Respondent and total effect of any sanctions imposed.</p>	
<p><b><u>Schedule T: Board Rules for Firm Continuing Education</u></b></p> <p><b>Changes in Firm Ownership, Partnership and Directorship</b></p> <p>4.1 Any Individual Registrant who joins a Firm Registrant as an owner, partner, or director is required to complete the Firm Course within 90 days of taking an ownership, partnership, or directorship position. For the purpose of determining the 90-day deadline, the starting date of ownership/partnership/directorship will be the <del>AIBC approval date</del> <del>date of submission</del> of the Form, “Application for Architectural Firm Changes” in which the owner, partner, and / or director <del>is added</del><del>is submitted</del>”</p>	<p>Amendment to change ‘date of submission’ with ‘AIBC approval date’. It is easier to track the AIBC approval date (Credential Committee approval date). A few Architectural Firm changes do not need approval from the Credentials Committee – these are just change of owners, and no other changes are applied for, i.e. Firm name, Firm type, etc. These changes are approved by staff, and we can reference the 90-day deadline in our approval letter. Also, Firms may submit owner changes in stages, which would require tracking of multiple deadlines.</p>
<p><b><u>Schedule T: Board Rules for Firm Continuing Education</u></b></p> <p><b>Consequences for Non-Compliance with Rules – Firm Registrants</b></p>	<p>There is no deadline attached to the second non-compliance fine. Propose the deadline be 30 days.</p>

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<p>5.2 Second Non-Compliance: A Firm Registrant that remains non-compliant with a deadline for Firm Course completion under Paragraph 5.1 will be fined an additional \$500.00 <b>and be given 30 days to make payment and come into compliance.</b></p>	
<p><b><u>Schedule T: Board Rules for Firm Continuing Education</u></b></p> <p><b>Extension and Waiver Requests</b></p> <p>5.6 A Firm Registrant <del>that is</del> unable to complete the Firm Course by the deadline <del>required</del> may apply for an extension or waiver by submitting the <del>completed</del> <b>required</b> Form <b>and any supporting documentation</b> <del>required</del> requested by the Registrar, at least 30 days prior to the deadline.</p>	<p>Amendment to provide the Registrar with authority to request supporting documentation to support the extension request to complete the Firm Course. Similar authority is in place for extension requests for Individual Registrant CES deadlines.</p>