



MEMBERSHIP PACKAGE 2015 - 2016

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ASSOCIATION OF CONSULTING ENGINEERING COMPANIES-MANITOBA

Formed in 1978 under the Corporations Act of Manitoba, formerly the Consulting Engineers of Manitoba Inc. (ACEC-MB), is a non-profit organization dedicated to improving the business environment for consulting engineering firms in the province, and providing society with the highest standards of engineering and safety.

Today, ACEC-MB is a vibrant association, active on issues vital to the industry and responsive to the community at large. Manitoba firms represent an industry of over \$120 million, including \$25M in foreign revenue. The association has 30 principal members employing over 1,600 individuals.

ACEC-MB recognizes the value of gaining participation from related interest groups who do not meet basic membership criteria, leading to the establishment of the Associate and Affiliate Membership categories. The association liaises with other organizations and associations touching on the consulting engineering industry, including:

- Association of Professional Engineers and Geoscientists of the Province of Manitoba (APEGM)
- Manitoba Association of Architects (MAA)
- Certified Technicians and Technologists Association of Manitoba (CTTAM)
- Advisory Committee for CentrePort Canada
- Association of Manitoba Land Surveyors/Association of Professional Engineers & Geoscientists of the Province of Manitoba Joint Committee (AMLS/APEGM)
- Winnipeg Chamber of Commerce
- City of Winnipeg Industry Advisory Group
- Infrastructure Innovations Council (IIC)

The ACEC-MB and its member firms are also members of the national Association of Consulting Engineering Companies – Canada (ACEC-Canada), and therefore, affiliated to the International Federation of Consulting Engineers (FIDIC).



MISSION and GOALS:

Mission

To promote the business interests of the Consulting Engineers of Manitoba; and to promote the application of engineering for the benefit of Society.

Goals

#1 Increase Public awareness of the pivotal role that consulting engineers play in the application of technology, safety and protection of society.

#2 Ensure Government recognition of consulting engineers' leading role in the management and application of technology , and of its benefit to Manitobans.

#3 Continuously strengthen and increase Association membership

#4 Become the definitive voice on critical issues facing the consulting engineering industry.

#5 Strengthen and increase the working relationships with organizations and associations closely affiliated with Manitoba's consulting engineering industry.

#6 Promote the engagement of consulting engineering firms using the industry recognized process of Quality Based Selection (QGS).



MEMBER BENEFITS:

The strategic functions of ACEC-MB to provide commercial value to the membership can be summarized into the following categories: Image, Remuneration, Member Services and ACEC-MB Office Administration/Operations.

Image:

- ACEC-MB Awards of Excellence in Consulting Engineering, which highlights the talent, expertise and innovation of ACEC-MB member firms.
- Keystone Award is awarded to the overall winning project at the ACEC-MB Awards of Excellence in Consulting Engineering.
- ACEC-MB Charter – displayed at member premises.
- Participation in the annual national engineering week, to build awareness and educate the public about the consulting engineering industry in Manitoba.
- Participation in display opportunities for Awards of Excellence project winners.
- ACEC-MB Directory of Member Firms is shown on our website and contains listings of ACEC-MB member firms in their fields of specialization, member firm corporate profiles and contacts.
- Promotion of ACEC-MB through feature articles in various media.
- Distribution of the Annual Publication “Consulting Engineer”

Remuneration:

- Promotion of Best Practices InfraGuide and fair compensation to members for services provided.
- ACEC-MB member firm representatives were active in developing the Recommended Schedule of Fees for Consulting Engineers.
- ACEC-MB member firms participate in various surveys (i.e. national client survey conducted by ACEC and Western Compensation Survey).



Member Services:

- Full Membership and Affiliate Membership offered to firms and individuals who meet the necessary qualifications.
- Industry Liaison – ACEC-MB represents the business interests of the consulting engineering firms at various levels of government, and provides a coordinated business network within other organizations, and the public, speaking on behalf of the consulting engineering industry in Manitoba.
- Business promotion of ACEC-MB and member firms through various venues.
- Annual General Meeting, Annual Golf Tournament and Annual ACEC-MB Awards of Excellence in Consulting Engineering.
- Identification of potential business opportunities for ACEC-MB member firms.
- Young Professionals networking events.
- Student and Young Professional Mentorship.
- Technical Women in Consulting Engineering Mentorship.
- Opportunity to participate on ACEC-MB Committees.
- Task Groups are formed to address specific issues/concerns, i.e., Limitations of Liability, Guidelines for the Selection of a Consulting Engineer, Fee Guidelines, New West Partnership Trade Agreement (NWPTA), Qualifications Based Selection (QBS) etc.
- Participate in an active government relations program, which represents our industry with all levels of government.
- Better understand the opportunities and concerns, which confront our industry.
- Professional Development workshops and sessions are provided for members.
- ACEC – Canada Affiliation Benefits (also see ACEC – Canada section):
 - ACEC-MB, as a member organization of the Association of Consulting Engineers Companies-Canada provides related membership in an organization that speaks for the consulting engineering industry on national issues.
 - ACEC-MB has representation at the ACEC-Canada Board Table and on National ACEC-Canada Committees.
 - ACEC-MB representative(s) participate at the annual ACEC-Canada National Summit.
 - ACEC-MB member firms have access to ACEC/CCDC documents at member prices (i.e. some provided free of charge to ACEC-MB member firms).



ACEC-MB Office Administration & Operation in a Professional Manner:

- Member communication on a regular basis
- ACEC-Canada and member organization communications
- Government departments/agencies' communications
- Preparation of media and promotional materials
- Database and Website management
- Financial records – Quick Books
- Organization (scheduling, coordination, etc.) of meetings and preparation of pertinent materials, i.e., Board of Directors and various Committees – agenda, reports, meeting materials, minutes, etc.
- Preparation of Annual Report and organization of Annual General Meeting events
- Coordination of events including client receptions, the annual golf tournament and Awards of Excellence Gala.
- Delivery of Professional Development seminars.



CHARTER

A Consulting Engineer is a professional advisor who provides engineering and other technology-based services. The role of the Consulting Engineer is to put expert knowledge at the disposal of the Client and serve the Client interests as if they were their own. The relationship between the Client and the Consulting Engineer is based on mutual trust and co-operation.

The Association of Consulting Engineering Companies – Manitoba (ACEC-MB) provides the consulting engineering industry with leadership to build a positive business environment and serves society by promoting the engineering industry as a catalyst for the application of technology, improved quality of life, economic growth and wealth generation.

ACEC-MB's vision is to build a strong consulting engineering industry providing value and quality to society. To achieve this vision, ACEC-MB must be the united voice that speaks for the industry and must foster a high level of trust among its Member Firms.

In recognition of this goal, we, the undersigned as Senior Officers of the Member Firms of ACEC-MB, acknowledge the need to respect our relationships with each other. By affixing our signatures to this Charter, we affirm that membership in ACEC-MB is important to us and that our companies will uphold the following principles:

- Relate to other Members of ACEC-MB with integrity and in a manner that will enhance the stature of consulting engineering and the profession in general.
- Respect the majority view of ACEC-MB as expressed by its Board of Directors for the greater good of the industry.
- Not impugn the reputation or business of other members.
- Actively encourage the selection of consultants based on qualifications.
- Our company will offer its services at a price that reflects the value of the service, taking guidance from the ACEC-MB Fee Guidelines for Engineering Services.
- Respect the clientele of other members of ACEC-MB and not attempt to supplant them when definite steps have been taken for their engagement.
- Respect the ACEC-MB Protocols as developed by the membership.
- When partnering for projects, our company will endeavour to select from other qualified ACEC-MB firms, and will follow the principles of qualification based selection and value based fees.

By upholding these principles, we will create a strong consulting engineering industry better able to service the needs of our clients.



ACEC-MB G.S.T. Registration #106733959
ASSOCIATION OF CONSULTING ENGINEERING COMPANIES - MANITOBA

NOTICE OF ANNUAL DUES FOR AFFILIATE MEMBERS

Fiscal Year April 1, 2015 to March 31, 2016

NAME OF FIRM: _____

MEMBERSHIP TYPE:

Affiliate Members, complete part "B"

"A" Associate Members

Annual Fee	1 to 10 employees	\$325 = _____
	11 to 50 employees	\$650 = _____
	51 or more	\$800 = _____
		5% GST = _____
		TOTAL = _____

Applications to be mailed to ACEC-MB, P.O. Box 1547, Station Main, Winnipeg, MB R3C 2Z4
or scan and email to: shirley@acec-mb.ca



G.S.T. Registration #10673 3959 RP
ASSOCIATION OF CONSULTING ENGINEERING COMPANIES – MANITOBA (ACEC-Manitoba)
AND
ASSOCIATION OF CONSULTING ENGINEERING COMPANIES – CANADA (ACEC-Canada)
NOTICE OF ANNUAL DUES

Fiscal Year April 1, 2015 - to March 31, 2016

NAME OF FIRM: _____

Firms wholly in Manitoba, part "A"

Firms with head offices IN Manitoba and branch offices elsewhere, part "B"

Firms with head offices OUTSIDE Manitoba and branch office in Manitoba, part "C"

"A"	<i>Annual Fee for ACEC-MB</i>	$\$264.69 n^{0.67}$	=	\$ _____
		5% G.S.T.	=	_____
	<i>Annual Fee for ACEC-Canada</i>	$\$310.00 + 22.85 (n)$	=	\$ _____
		5% G.S.T.	=	_____
			<i>Total</i>	= \$ _____
	<i>n = Total average personnel in Manitoba during the 2014 Calendar year</i>			= _____
	<i>Average number of Professional Engineers included in "n" above</i>			= _____
"B"	<i>Annual Fee for ACEC-MB</i>	$\$264.69 n^{0.67}$	=	\$ _____
		5% G.S.T.	=	_____
	<i>Annual Fee for ACEC-Canada</i>	$\$310.00 + 22.85 (N)$	=	\$ _____
		5% G.S.T.	=	_____
			<i>Total</i>	= \$ _____
	<i>N = Total average personnel in 2014 of the entire company, less those in a province with an ACEC member organization, i.e. B.C., Alta, Sask., Ont., Que., Nova Scotia, New Brunswick & Yukon.</i>			= _____
	<i>n = Average number of personnel in Manitoba during the 2014 Calendar year</i>			= _____
	<i>Average number of Professional Engineers included in "n" above</i>			= _____
"C"	<i>Annual Fee for ACEC-MB</i>	$\$264.69 n^{0.67}$	=	\$ _____
		5% G.S.T.	=	_____
	<i>Annual Fee for ACEC-Canada</i>	22.85 (n)	=	\$ _____
		5% G.S.T.	=	_____
			<i>Total</i>	= \$ _____
	<i>n = Average number of personnel in Manitoba during the 2014 Calendar year</i>			= _____
	<i>Average number of Professional Engineers included in "n" above</i>			= _____

Total invoice payable: \$ _____

Both "N" and "n" shall include personnel from Manitoba office working abroad and subject to Canadian Federal Income Tax.

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or scan and email to: shirley@acec-mb.ca



The following is an excerpt from Article 1 of the Bylaws of the Association.

CRITERIA FOR MEMBERSHIP

1.2.1 Member

A Member applicant shall be limited to sole practitioners, partnership, or a corporation in which:

- (a) The applicant must offer to the public, consulting engineering services and must maintain at least one office in Manitoba for that purpose.
- (b) The applicant may be a sole practitioner, partnership, or corporation.
- (c) If the applicant is a sole practitioner, the practitioner shall be a registered Professional Engineer in the Province of Manitoba maintaining a permanent office in Manitoba.
- (d) The applicant holds a current “Certificate of Authorization” from the regulating body.
- (e) The applicant is entitled to use the title “Consulting Engineer”.
- (f) The applicant shall be at least 51% owned within the private sector, and provide services to the public or a third party, but shall not include crown corporations or in-house engineering departments of manufacturing or resource companies.
- (g) When it is material, the applicant shall make full disclosure of any conflict or potential conflict of interest.

1.2.2 Affiliate

Affiliates shall be a sole practitioner, a partnership or a corporation that is not eligible for member status, which provides services that are complementary to the business interests of the consulting engineering industry.

- Affiliates will be eligible to serve on committees, except as Chair.
- They will not be entitled to appoint voting delegates, and they will not be eligible for election to the Board.
- Commencing April, 2016, an annual fee of \$400.00 will be set.
- Commencing April 2017, until such time is determined by the Board, an annual fee of \$500.00 will be set.



1.2.3 **Retired**

This category of membership has been established for previous members of ACEC-MB who no longer qualify for membership in the ACEC-MB because they are retired, or are no longer working for Member firms as an employee.

- (a) Membership Fee - \$50.00 per year, to be reviewed on an annual basis.
- (b) They may participate in all committees and task forces and can be appointed as a Chair.
- (c) They will have no voting rights.
- (d) They will receive all ACEC-MB material sent to regular members.
- (e) They will not be listed in the Directory, or have a profile page.
- (f) They cannot be elected to the Board.

The following is an excerpt from Article 6 of the Bylaws of the Association.

6.1.1 **Voting Representatives**

The number of Voting Representatives each Member or Associate Member is entitled to appoint each year shall be based on the average number of total personnel of the Member or Associate Member, used by the Organization for the purpose of calculating dues payable by the Member or Associate Member in such year, as follows:

<u>Average Total Number of Personnel Resident in Manitoba</u>	<u>Number of Voting Representatives</u>
Up to 4	1
5 to 20	2
21 to 50	3
51 to 100	4
101 to 200	5
201 to 300	6
301 to 400	7
Over 400	8

All Voting Representatives for Members must be registered professional engineers licensed to practice in Manitoba. All Voting Representatives for Associate Members shall either be registered professionals licensed to practice in Manitoba, or managing principals from the represented firm. Affiliate Members will not have any voting privileges. It is intended that each member shall choose the majority of its Voting Representatives, preferably from its senior management personnel.



MATRIX OF MEMBER SERVICES

The information provided to us below will be used in Member Services Guide of ACEC Manitoba's next "Consulting Engineer" Annual Publication as well as the ACEC-MB website.

Please provide your company's information as you would like it to appear in the publication:

Company Name <i>(Your Company Inc.)</i>	
Primary Contact <i>(J. Doe, Senior Engineer)</i>	
Suite # - Street <i>(400 - 123 Portage Ave E)</i>	
City	
Province	
Postal Code	
Telephone <i>(204-123-4567)</i>	
Email <i>(info@yourcompany.com)</i>	
Website <i>(www.yourcompany.com)</i>	

Check off which categories you would like to be listed under:

<input type="checkbox"/> Aerospace	<input type="checkbox"/> Fisheries	<input type="checkbox"/> Planning
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Forestry	<input type="checkbox"/> Project Management
<input type="checkbox"/> Building Science	<input type="checkbox"/> Geotechnical	<input type="checkbox"/> Structural - Buildings
<input type="checkbox"/> Chemical Engineering	<input type="checkbox"/> Industrial	<input type="checkbox"/> Structural - Other
<input type="checkbox"/> Communications/ Telecommunications	<input type="checkbox"/> Marine & Costal	<input type="checkbox"/> Surveying
<input type="checkbox"/> Computer Science	<input type="checkbox"/> Materials	<input type="checkbox"/> Temporary Works
<input type="checkbox"/> Electrical	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Transportation
<input type="checkbox"/> Energy	<input type="checkbox"/> Mining	<input type="checkbox"/> Water Resources
<input type="checkbox"/> Environmental	<input type="checkbox"/> Municipal	



COMMITTEES

1.1 Awards Committee

Common Purpose:

1. Promote consulting engineers & their excellence of services to the general public and society at large, through
 - o Organizing Annual Awards of Excellence Gala Dinner
 - o Recognizing individual consulting engineers for the annual Life Time Achievement Award, Engineering Action Award and the Rising Star Award
2. Enhance relationship between consulting engineering firms and client base, through partnership as sponsors to the annual ACEC-MB Awards event
3. Enhance ACEC-MB member firms relationship with suppliers and contractors through their support in the Awards event
4. Enhance ACEC-MB relationship with Government decision-makers, APEGM, Faculties of Engineering and Science of the Universities of Manitoba
5. Cultivate relationship with other industries/disciplines e.g. insurance, architecture, construction and government organizations, etc.
6. Create profile of event in local news media

1.2 Buildings & Institutional Committee

Common Purpose - Buildings:

The purpose of this committee is to promote the business interests of the building engineering industry to the Manitoba Office of the Fire Commissioner, Municipal Permit Offices and other government regulators and enforcement agencies, by working directly with the Authorities having jurisdiction to modify and create policies for a favourable business climate in which the engineering industry can help Manitoba grow and improve the quality of life for its citizens.

Objectives:

- Monitor government and municipal initiatives affecting the business of building engineering firms.
- Communicate positions and actions to the board of directors and the membership of ACEC-Manitoba.
- Join regulatory body committees and advisory groups that influence the building engineering community.
- Work directly with the Manitoba Association of Architects (MAA), Interior Designers, Building Owners and Managers Association (BOMA), Certified Technologists and Technicians Association of Manitoba (CTTAM), Winnipeg Construction Association (WCA) and other associations that contribute to the design and construction of buildings.
- Help to build strong relationships with regulatory officials which are critical to the success of member firms.
- Promote committee members to become trusted advisors to regulatory bodies.
- Participate in task forces to work on assignments affecting building engineering.



Common Purpose Institutional:

To advance ACEC-Manitoba objectives within the Institutional Sectors by promoting the use of consultants within the institution's operations and enhancing business relations through more transparent and efficient business practices.

Sector

It is the intent of this committee to focus attention of the ACEC-MB Board on the Institutional sector of consulting engineering interests. Most of these are governmental and typically involve other design professionals. A preliminary list of potential contact points includes:

- Manitoba Health and associated Regional Health Authorities
- Public Works and Government Services
- Manitoba Transportation and Government Services (non-transportation)
- Post-Secondary Institutions (U of M, U of W, Brandon University, RRC)
- Department of National Defense
- Municipal and Civic School Boards and School Divisions (Public Schools Finance Board)
- City of Winnipeg Planning and Property Department (non-transportation)

1.3 *Contracts Committee*

Common Purpose:

The ACEC-MB contracts committee is formed to assist in identifying the importance of favorable contract terms with select clients who the majority of member firms do business with.

Goals and Objectives:

- Meet with select clients to discuss the importance of various contract terms and the implications on consulting assignments and project costs
- As required, negotiate improved terms with select clients, as identified by the Board, and for use by member firms as they deem appropriate

Conclusion of Ad Hoc Committee:

Contracts committee would function on as required basis, as directed by the Board. Therefore would remain active only when required and therefore would conclude when the board no longer feels there is value in continued negotiations with clients.



1.4 Energy, Science and Technology Committee

Background

The adoption of the name “Energy, Science and Technology” is intended to link this Committee to the responsibilities of the Provincial Government Ministry of Innovation Energy and Mines.

As determined by the ACEC-MB board, there is one area of the Ministry of Innovation Energy and Mines (MIEM) that does not fall under the EST Committee’s mandate, namely the biotechnology sector which includes biomedical devices, nutraceuticals, agri-bioproducts and pharmaceutical manufacturing. This market sector comes under the scope of the Private Sector Committee.

Vision/Goals

The EST committee vision is aligned with the vision of the ACEC-MB board including:

- a) Public Awareness
- b) Government Recognition
- c) Strengthen/Increase Membership
- d) Collective Voice for Consulting Engineering Firms
- e) Strengthen Relationships with other organizations
- f) Promote Qualifications-based Selection

Of the visions/goals listed above b), d) and f) are most relevant to the activities undertaken within the EST committee.

Mandate and Objectives

The EST Committee Mandate:

- a) Improve the image of Consulting Engineers in Manitoba
- b) Create business opportunities for Consulting Engineers through promotion of ACEC-MB member firms in the market sectors listed below
- c) Track technological advancements and potential market opportunities
- d) Promote the expertise and utilization of ACEC-MB member firms in these opportunities

This mandate will be implemented in a manner consistent with guidance provided by the Association of Professional Engineers and Geoscientists of the Province of Manitoba.

The primary promotional activity organized by the committee is the annual Energy Reception for Manitoba Hydro and other energy related industries, such as oil and gas and sustainable technologies. Other presentations related to the committee’s mandate are organized throughout the year, to which other interested parties are invited.

The market sectors identified to date that fall within the mandate of the EST Committee are:

A. Manitoba Hydro

Manitoba Hydro is a significant client for a large number of ACEC-MB’s member firms, with services in all categories, and it continues to exist as a singular sector within the mandate of the EST Committee. In the past, the importance of Manitoba Hydro to the consulting industry was recognized by the annual reception with Manitoba Hydro which was organized and carried out by the EST Committee, with the assistance of



the Executive Director and the Board. This event has now been expanded into the Energy Reception in order to be inclusive of other players in the energy sector, including oil and gas and sustainable technologies.

B. Oil and Gas

Significant and recent exploration and development of oil resources in Manitoba's south west are of interest to this committee. Despite recent growth in this sector, opportunities for local consulting firms have not been developed. Target clients and associations need to be identified in this sector.

C. Mining

Numerous corporate clients are represented in this sector. The Prospectors and Developers Association of Canada, The Mining Association of Manitoba, The Canadian Institute of Mining (Winnipeg Branch) and The Geological Survey Group of Manitoba are associations that present liaison opportunities. The mining area clearly requires relationship development, as little has been done to date between ACEC-MB and any of the target entities in this area. One venue for potential business opportunities is the Mining and Mineral Convention, held annually in Winnipeg each November.

D. Sustainable Technologies

The following areas present potential areas of interest for the committee:

- Ethanol and bio-diesel fuel (production).
- Hydrogen as the ultimate fuel of the future.
- Wind energy
- Bio-mass
- Landfill gas
- Solar Power
- Demand Side Management / Energy Conservation

Additional research into all of these market sector opportunities is required.

E. Communications & Information Technology

This sector includes information technology (computer systems, local area networks, building cabling systems and software), telecommunications, and the broadcasting sector. Organizations in Manitoba that are associated with this sector include the IT Association of Manitoba (ITAM) and the Telecommunication Users of Manitoba Inc. (TUMI). Although this area is currently inactive as far as EST Committee focus, several ACEC-MB member firms address the telecommunications and broadcasting sector, while a number of ACEC-MB members may have an interest in information technology.

1.5 First Nations Committee

Common Purpose:

The Association of Consulting Engineering Companies - Manitoba (ACEC-MB) recognizes the significance and importance of Aboriginal Affairs and Northern Development Canada (AANDC) as well as other government agencies in the process where our members provide services to First Nations. ACEC-Manitoba wishes to explore with AANDC and AMC (Assembly of Manitoba Chiefs) ways in which our member firms can better provide services to the First Nations in Manitoba.



Objectives:

ACEC-Manitoba wishes to explore procedures currently practiced by AANDC and First Nations, to enhance fairness in the proposal and tendering systems and to better understand and define methods our member firms can provide services to these stakeholders.

1.6 Golf Committee

Common Purpose:

To provide an enjoyable and rewarding experience for ACEC-MB members and their clients by organizing an annual golf tournament.

1.7 Government Affairs Committee

Common Purpose:

The purpose of this committee is to promote the business interests of the engineering industry to the Manitoba Legislature, City of Winnipeg Council and other Municipal Elected Officials, by seeking the passage of legislation, regulations and policies that create a favorable business climate in which the engineering industry can help Manitoba grow and improve the quality of life for its citizens.

Objectives:

1. Monitor current legislative and regulatory initiatives affecting the business of engineering firms.
2. Communicate positions and actions to the board of directors and the membership of ACEC-Manitoba.
3. Assist in guiding the ACEC Manitoba president and lobbying efforts of the Association.
4. Help to build strong relationships with provincial and municipal elected officials which are critical to the success of member firms.
5. Develop and maintain a government advocacy section on the ACEC Manitoba website.
6. Develop position papers that are related to the business interests of the ACEC Manitoba

1.8 Image Committee

Common Purpose:

The Image Committee is charged with increasing the profile and enhancing the image of the business of Consulting Engineering as a key consulting profession that is integral to the prosperity and high quality of life enjoyed in Manitoba.

Primary goals:

- Increasing awareness and interest in university, technical college, and high school students for the possibility of a career in the consulting engineering field.
- Improving the image of the consulting engineering industry to the general public and demonstrating the importance and value provided by consulting engineers in society.
- Advocacy and promotion of our industry.



1.9 Past President's Alumni

Common Purpose:

The purpose of this committee is to assist the Board in the promotion of the business interests of the consulting engineering industry in Manitoba by providing the Board assistance and expertise to create a favourable business climate in which the consulting engineering industry can help Manitoba grow and improve the quality of life for its citizens.

The board liaison will be the current past president.

Objectives:

- Assist the Board with advice, expertise and opinions on an as-needed basis.
- Provide at least one member to serve on the Government Affairs Committee.
- Be available to the Board for special assignments.
- Foster government relations both personally and professionally and assist with promoting consulting engineering.
- Promote members to join a political party or attend political events to increase awareness and understanding of consulting engineering within the party.
- Act as the Board spokesperson or industry expert with the media when requested by the Board.
- Represent the Board on charities that promote consulting engineering.
- Be available to the Board to provide the history and reasoning of past Board decisions.
- Assist the Board in lobbying for change.
- Mentor Young Professionals
- Form and foster ties with Engineers Canada

1.10 Private Sector Committee

Common Purpose:

The purpose of the Private Sector Committee is to liaise and further relationships with client groups representing private sector clients and to facilitate their understanding of the role of consulting engineers and promote best practices in the selection of consultants, in keeping with the principles and guidelines of the InfraGuide document.

1.11 Professional Development Committee

Common Purpose:

To provide member firms and their employees with relevant and valuable opportunities to undertake professional development to fulfill personal needs and licensing requirements for professional development in our Province. Course offerings to be based on demonstrated need of the membership and evaluation of existing opportunities locally available.



1.12 Transportation Committee

Common Purpose:

To promote the expertise and professional services of Manitoba engineering firms to assist with transportation services and infrastructure.

1.13 Technical Women in Consulting Engineering (TWICE) Committee

Common Purpose:

To keep our professions relevant to the society which we serve – so it concerns all members, male and female.

Key Goals:

- To increase retention of all technical women in consulting engineering.
- To develop best practices and report on outcomes to our association.
- To provide opportunities for mentoring and peer support for our organization.

1.14 Water and Environment Committee

Common Purpose:

The Water & Environment committee acts on behalf of the Association of Consulting Engineering Companies-Manitoba to:

- Promote relations between member firms
- Promote relations with member clients
- Foster exchange of experience and information among member firms
- Promote ACEC-MB organization to clients
- Respond to problems and issues that affect our industry

Target Group / Client Groups:

- Manitoba Infrastructure and Transportation, Water Control Branch
- City of Winnipeg Water and Waste Department
- Manitoba Water Services Board (MWSB)
- Cities (Brandon, Portage la Prairie, Thompson, etc)
- Manitoba Conservation and Water Stewardship
- Manitoba Aboriginal & Northern Affairs (MANA)
- Conservation Districts
- PFRA / Agriculture
- Association of Manitoba Municipalities (AMM)



1.15 Young Professionals Committee

Common Purpose:

To enhance the growth and advancement of the consulting engineering industry by supporting the development of Young Professionals.

Key Goals:

- Provide Young Professionals with a greater understanding of the consulting engineering business and ACEC Manitoba's role in it.
- Provide Young Professionals with networking opportunities and venues to further develop their skills.
- Advocate on behalf of Young Professionals to promote their interests within the consulting engineering industry.
- Provide Young Professionals with opportunities to actively contribute to the consulting engineering industry and ACEC Manitoba.
- Facilitate the progression from post-secondary education to involvement in the consulting engineering industry and ACEC Manitoba.
- Communicate and coordinate with other organizations to exchange ideas and find mutually beneficial opportunities.



APPLICATION FOR MEMBERSHIP
(Voting privileges)

1. NAME OF FIRM

2. MANITOBA OFFICE ADDRESS

(Please indicate head office or branch office):

Tel: _____ Fax: _____ E- mail: _____

Year Established: _____ Any Int'l Experience: _____

Services Offered:

Form of Organization: Sole Proprietorship Partnership
 Private Company Public Company

Total personnel employed on average during the preceding calendar year: _____
of whom _____ are registered (professional) engineers.

3. Officers, Directors or Partners of the Firm

Name	Title	Province(s) of Registration As (Professional) Engineer
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4. Branch Office(s)

Name	Manager's Name	Province(s) of Registration As (Professional) Engineer
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5. Experience and Qualification of each person listed in 4 and 5 above

List on a separate sheet and attach herewith the following information: permanent address, university(s) attended, date(s) of graduation, and degree(s) attained with areas(s) of specialization, number of years with the firm, number of years as an office, membership(s) and professional societies.

6. References

Names and addresses of three references who are voting representatives of the ACEC-MB member firms in good standing.

1. _____
2. _____
3. _____

7. Qualifications for Membership

I/we have thoroughly read the summary of membership requirements appended to this application form, and by my/our signature(s) at the end of this application, I/we agree to be bound by the Charter and Bylaws of the Association.

8. Voting Representatives

If accepted as a member, I/we will appoint the following persons to be our voting representatives (see Bylaw 6.1.1):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____



9. Conflict of Interest

In submitting this application for membership I/we confirm that there is no conflict of interest or potential conflict of interest which affects, or might affect, my/our primary business of providing consulting engineering services to the public **EXCEPT AS FOLLOWS:**

10. Principal Company Contact:

Signature: _____
(Name)

E- mail: _____

Forward application form to: ACEC-MB, P.O. Box 1547, Station Main, Winnipeg, MB R3C 2Z4
or fax to 204-779-0788 or scan/email to shirley@acec-mb.ca



APPLICATION FOR AFFILIATE MEMBERSHIP
(no voting privileges)

1. NAME OF FIRM

2. MANITOBA OFFICE ADDRESS

(Please indicate head office or branch office)

Tel: _____ Fax: _____ E- mail: _____

Type of Business or Services Offered:

Form of Organization:

Sole Proprietorship

Partnership

Private Company

Public Company

3. Qualifications for Membership

I/we have thoroughly read the summary of membership requirements appended to this application form, and by my/our signature(s) at the end of this application, I/we agree to be bound by the Charter and Bylaws of the Association.

4. Principal Company Contact

Signature: _____

(Name)

E-Mail: _____

Forward application to: ACEC-MB, P.O. Box 1547, Station Main, Winnipeg, MB R3C 2Z4
or fax to 204-779-0788 or scan/email to shirley@acec-mb.ca