

Council Term Limits Task Force (CTLTF) Revised Recommendations for Succession Planning and Term Limits

SUCCESSION PLANNING

1. Council must identify the skills and experience that the best Councillors would exhibit.
2. Council undertakes a gap analysis on an annual basis to identify weaknesses in the current Council make-up, and identifies appropriate criteria for strengthening the team
3. The search committee employs the defined skills list to find suitable candidates in the engineering community and the PEO volunteer community.
4. PEO must develop a leadership program and provide training opportunities for interested candidates to upgrade their skill sets in the areas that are deemed of value.
5. A Future Leaders Symposium should be held yearly or bi-annually to introduce PEO, the organization and leadership possibilities within the organization, to young and new volunteers.
6. The electorate must be educated on the necessary skills and competencies to look for in Council candidates.
7. The engineering public must be educated on the importance of Council's role in regulating the profession. This may increase interest of suitable candidates to aspire for service to their profession.
8. PEO must work with engineering employers to encourage ways to facilitate their employees to consider service to the profession.
9. A determination must be made if it is possible to remove barriers that impede certain volunteers of a specific demographic (specifically age and family status) from serving on Council
10. PEO must set aside money for training and possibly employer compensation.
11. The Council Manual should be updated and be more complete so that it can be used for information and training on the expected roles, responsibilities and time commitments as a councillor.
12. A mentorship program should be set up for new Councillors.
13. HRC must share our skills competencies guideline with the Public Appointments Secretariat. It is hoped that the Lieutenant-Governor Appointed Councillors (if staggered in time) may help fill skills gaps.
14. A new six (6) member Succession Planning Task Force (SPTF) be created to develop a detailed implementation plan to implement the recommendations for

the Succession Planning program to search, train and educate the members. It is too important to assign to an existing committee.

15. The SPTF will develop a comprehensive implementation plan with schedule, future operating expenses of search and training modules, candidate targets, media programme to educate members etc.
16. Upon completion of it's work, the SPTF will be replaced by a Succession Planning Committee (SPC) to maintain the programme and manage its evolution in future years.
17. The composition of the SPTF will include a member who has served as President in the past (and has had experience on the Central Election and Search Committee and the Human Resources Committee), a member of the CTLTF and a member who has served on Advisory Committee on Volunteers. Three additional members with previous Council experience are also recommended.
18. The SPTF will convene monthly meetings and prepare a final report within 18 months of being formed.
19. Upset budget for the SPTF is at least \$60,000: including money for consultants \$25k, travel \$10k, meetings, \$10k, other \$5k, the SPTF is tasked with providing a work plan and detailed budget for the first Council meeting after forming, for Council's review and consideration.
20. Staff support expenses are external to this budget figure.
21. Succession Planning is to be an ongoing programme for PEO to develop Council leadership from this time forward. An annual budget for various components of the Succession Planning strategy is required.

TERM LIMITS

22. A Member in good standing is eligible to serve one term only in the positions of President-Elect, President and Past President. When a member has finished their service as President-elect, President and Past President, they are not eligible to serve in any capacity on Council until the member has not been on Council for at least 6 years.
23. A member is eligible to serve as Vice- President once in any 10-year period subject to the above restriction if the member has also served as President.
24. A general member of Council (Regional Councillor and Councillor at Large) is limited to six years on Council, or seven years if elected in an interim capacity to finish another member's partial term. This limit applies whether the member serves as Regional Councillor, Councillor at Large or Lieutenant Governor Appointee (LGA). Thus, someone may serve for three 2-year terms as a Regional Councillor; or three 2-year terms as a Councillor at Large or six years as an LGA (whether that be two 3-year terms or three 2 year terms) or a

combination thereof. Once a member has reached these limits, whether the service is as a Regional Councillor, Councillor at Large or LGA or combination thereof, the member is not eligible to run for Council as a general member (Regional Councillor or Councillor at Large) until the member has not been on Council for at least 6 years. However, the member is still eligible to serve as Vice President or President in accordance with recommendations 22 and 23.

- 25.** If the member has served for less than the above maximum term limits and has not been on Council for 6 years, the member is eligible to run thereafter for any position on Council subject to the above term limits.
- 26.** For the next election cycle, include in the election material, information on recommended term limits for each position and provide information on all candidates' service on Council to date.
- 27.** Entrench in our governing legislation the recommended term limits as specified above.