



**Professional Engineers**  
Ontario

## **2016 Committee and Task Force Reports**

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## Introduction

From the association's beginning in 1922, committees have aided in accomplishing much of PEO's work. Several hundred members are active participants on PEO's standing committees, while others are active on additional PEO task forces. These committee reports cover the period January 2016 to December 2016.

PEO committees can be legislated, regulated or appointed. Legislated and regulated committees are set out, along with their missions, in the *Professional Engineers Act*, R.S.O. 1990, Chapter P.28, or Regulation 941/90. Under the act, PEO Council is also permitted to appoint committees to address specific needs. These standing committees are mandated for an indefinite term, but their membership is appointed periodically by Council. Council also creates task forces to undertake specific tasks. Task forces exist only as long as necessary to finish their task.

Several of PEO's committees have also been designated as PEO board committees. These committees have a fiduciary and/or oversight role; operate on a Council-year basis from annual general meeting to the next annual general meeting; and have the majority of their members as sitting members of Council, selected either by position, election or appointment at the Council meeting immediately following the AGM.

The following are committee and task force reports submitted for 2016.

## Board Committees

### Legislation Committee

(LEC)

#### Mandate

The Legislation Committee's mandate is to provide oversight and guidance on matters pertaining to PEO's act, regulation and by-laws. This includes: (i) acting as custodian for PEO's legislation, identifying PEO policies, rules and operational issues that touch on or affect PEO's legislation and providing guidance as to which of these should be put into legislation; (ii) overseeing draft changes to PEO's legislation; (iii) keeping Council apprised of relevant external legislative initiatives and changes that may affect PEO's legislation; iv) in accordance with the Council-approved Regulatory Policy Protocol, reviewing all referred policy proposals that involve authority from the act, regulation and by-laws and providing regulatory impact analysis and recommendations to Council; and v) reviewing Ontario legislation that conflicts with the authority or provisions of the *Professional Engineers Act* or its regulations and making recommendations for corrective actions.

#### Activities

The Legislation Committee, a board committee comprising five councillors, met 11 times this past year. As a board committee, its term matches the Council year, from the first Council meeting following the Annual General Meeting to the next Annual General Meeting. This report covers the period between January and December 2016.

Its first priority, which the committee has met, was to complete its work on the requests for act changes from the 2014 Elliot Lake Commission of Inquiry's recommendations, leading to recommendations to be made to Council. The proposed policy intents for eight changes were presented to, and approved by, Council on February 5, 2016, then forwarded to the Attorney General for review. The results of that review are still pending.

The committee's second priority was to continue to review all previous Council motions that approved act changes, but that have yet to be implemented. The committee requested policy intent clarifications from the Licensing Policy Committee, Complaints Committee and Registration Committee on some outstanding act change motions. In reviewing a previous Council motion originating with the Complaints and Discipline Task Force to remove councillors from their requirement to sit on discipline hearing panels, the Legislation Committee sought clarification from Council on the scope. Council approved a policy intent that elected councillors would still be members of the Discipline Committee, but would be exempted from discipline hearing panel composition in June 2016, and these policy intents were forwarded to the Attorney General to add to its Bélanger Commission Act Change package.

In August 2016, the committee received a presentation from the chair of the Registration Committee on their proposal to amend the act to remove the 30-day deadline to schedule hearings. The Legislation Committee discussed the proposal, but ultimately did not recommend an act change based on the evidence presented.

In September 2016, the Legislation Committee received a presentation by the Regulatory Compliance Department on its proposal for an act change to explicitly give continued jurisdiction (for Registrar's Investigations, complaints and discipline) on suspended and revoked members and holders of Certificates of Authorization, as a follow-up to the *PEO v. Wood* case. The Legislation Committee subsequently concluded that it did not object to the proposal *per se*, and agreed that it could be forwarded to Council, but felt that it was not appropriate to make a recommendation at this time. The proposed policy intent on continued jurisdiction was approved by Council in September 2016. The Legislation Committee also passed this on to the Attorney General for review and drafting as part of the Bélanger Commission Act Change package.

The committee's third priority was to address previous Council motions requiring amendments to Regulation 941 or 260/08. The committee brought a motion to Council to rescind a previous Council motion to amend Regulation 941 to create an "Engineer of Record", which was not legally possible. The motion to rescind was passed by Council in February 2016.

With respect to regulations, the committee also prepared a motion to seek Council's approval of a new seal design for the Limited Engineering Licensee and Limited Engineering Technologist class of limited licence in support of amendments to Regulation 941 made in July 2015. The new seal designs were approved by Council in March 2016.

The committee also followed-up on an earlier Council motion to amend Regulation 941 to define "member in good standing" as it relates to outstanding fines to PEO and, based on its legal analysis, concluded that Council did not have regulation-making powers for this purpose. The committee then brought a motion to Council to rescind the original motion, which was approved by Council in September 2016.

The committee's fourth priority was to update a list of other Ontario statutes and regulations that included references to activities involving an "engineer" or "engineering" to determine if they conflicted with the exclusive authority of the *Professional Engineers Act* or its regulations to regulate the practice of professional engineering in Ontario. This will assist practitioners in identifying their responsibilities and rules relating to their work found in statutes and regulations other than the *Professional Engineers Act*.

To that end, 94 individual acts and regulations were identified (and posted on the PEO website), and the committee then undertook to categorize those references in terms of the degree of regulatory conflict. That work, including protocols for action by the Registrar and prioritization of those efforts, is expected to be brought to Council for approval early in 2017.

The committee also began the process of drafting by-law changes to move all fee references from regulation to By-Law No. 1 to support proclamation of sections 7(1)(25) and 8(1)16 of the act. Completion of drafting and presentation to Council for approval is expected in the first half of 2017.

#### **Committee members for the 2015-2016 year**

Roydon Fraser, P.Eng. (Chair); Bob Dony, P.Eng. (Vice-Chair); Bill Kossta; Ewald Kuczera, P.Eng.; Sharon Reid, C.Tech.; Thomas Chong, P.Eng. (President, Ex-Officio Member); and George Comrie, P.Eng. (President-Elect, Ex-Officio Member).

**Committee members for the 2016-2017 year**

Ewald Kuczera, P. Eng. (Chair); Bob Dony, P.Eng. (Vice-Chair/President-Elect, Ex-Officio Member); Christian Bellini, P.Eng.; Roydon Fraser, P.Eng.; Gary Houghton, P.Eng.; and George Comrie, P.Eng. (President, Ex-Officio Member).

**Staff advisor:** Johnny Zuccon, P.Eng.

**Staff support:** Jordan Max

**Regional Councillors Committee (RCC)**

The Regional Councillors Committee (RCC) comprises 10 elected regional councillors (two-year terms each) of each of the five regions. In 2016, the members of the RCC were:

Region	Senior Regional Councillor (term expires at 2017 AGM)	Junior Regional Councillor (term expires at 2018 AGM)
Northern	Dan Preley, P.Eng.	Michael Wesa, P.Eng.
Eastern	David Brown, P.Eng.	Guy Boone, P.Eng.
Western	Ewald Kuczera, P.Eng.	Gary Houghton, P.Eng.
West Central	Warren Turnbull, P.Eng.	Danny Chui, P.Eng.
East Central	Changiz Sadr, P.Eng.	Noubar Takessian, P.Eng.

The mandate of the RCC is to act on behalf of Council in relation to all matters of concern to PEO’s 36 chapters dispersed in the five regions. The RCC has the authority from PEO Council to respond to all matters pertaining to the mandate of the association in the context of chapters and its volunteers.

The following generally summarizes the responsibilities and business of the RCC:

- meet as a committee on a regular basis to discuss/resolve relevant chapter issues;
- recommend budget allocations for activities of the RCC and the chapter system;
- host regional congresses and meet with chapters on a regular basis; and
- facilitate reports and studies related to regional and chapter business.

In 2016, regional councillors participated in numerous events organized by chapters in their own regions and, in some cases, attended chapter events in other regions to gain broader insight to the profession throughout Ontario.

Total chapter allotment for 2016 was \$561,000 for the 36 chapters in five regions.

The RCC continued the Chapter Scholarship Program through which chapters can award up to \$1,000 in any denominations to one, or a number of, deserving student(s) entering an engineering program in Ontario.

### Election of 2016-2017 RCC Chair

The RCC elects its chair annually from amongst the 10 elected regional councillors. For 2016, councillor Changiz Sadr, P.Eng., was elected as chair of the RCC during the April 30, 2016 Special RCC meeting. Councillor Danny Chui, P.Eng., was elected as vice chair of the RCC at the same meeting.

### 2016 Regional Congresses

Regional congresses are business meetings of the chapter volunteers and regional councillors. They are scheduled to take place during the months of February, June and September each year.

The RCC continued to run February congresses for the Western, Eastern and Northern regions as teleconference meetings. PEO and its chapters continued to reap the benefits of this idea as it avoided unnecessary volunteer travel in inclement weather conditions; saved on costs of holding a round of congresses; and allowed broader chapter participation. Our chapter volunteers continued to respond positively to this idea.

Adobe Connect is still an indispensable tool to allow chapter office staff to display the meeting package and make chapter volunteer participation easier via teleconference.

The February regional congresses for the East and West Central regions were organized as hybrid meetings (face-to-face meeting with an option to call in) to cater for both preferences.

Chaired by the senior regional councillor of the region, the meetings are intended to facilitate effective two-way communications between PEO Council, chapter staff and volunteers in our chapter system.

Fifteen regional congresses took place in 2016. A total of 241 volunteers attended the meetings. Attendees at each congress include two delegates for each chapter in a region, two regional councillors, chapter office staff and some invited guests.

The RCC wanted to encourage succession planning at chapters and, in 2016, continued to allow one engineering intern (EIT) to attend regional congresses with all out-of-pocket expenses paid.

### 2016 Regional Congress schedule

	Northern	Eastern	Western	East Central	West Central
<b>Feb.</b>	February 10 11 attended teleconference	February 17 15 attended teleconference	February 9 12 attended teleconference	February 26 13 attended PEO offices	February 3 19 attended Toronto
<b>June</b>	June 18 13 attended Sault Ste. Marie	May 28 20 attended Belleville	June 11 20 attended Port Dover	June 8 20 attended PEO offices	June 14 18 attended Toronto
<b>Sept.</b>	September 17 15 attended Thunder Bay	September 10 19 attended Ottawa	October 1 19 attended Guelph	September 14 13 attended Barrie	September 13 14 attended Toronto



## 2016 RCC Meetings

The RCC meets when necessary to resolve pertinent chapter-related issues, such as reviewing regional congress open issues; setting budgets; establishing allotments; evaluating special project requests for chapters, etc.

In 2016, the RCC met five times. The table below shows the meeting schedule. Although face-to-face meetings are preferred, technology (in particular using Adobe Connect to share documents, and Momentum as teleconference technology provider) is fully leveraged to help regional councillors connect to carry out the RCC's mandate and maintain quorum.

Date	Location	Details
March 12	PEO Offices, Toronto, ON	Face-to-face meeting
April 3	Royal York Hotel, Toronto, ON	Election meeting
May 19	Teleconference meeting	Nominations of RCC representatives on various committees
July 23	PEO Offices, Toronto, ON	Face-to-face meeting
November 6	Delta Armouries Hotel, London, ON	Face-to-face meeting

## 2016 PEO AGM Training (April 30, 2016)

One in-person training session was organized by the RCC to leverage the attendance of chapter volunteers at the AGM. Chapter office staff provided the training to volunteers after the 2016 PEO AGM Luncheon and the RCC election meeting, and concurrent to the first Council meeting of the new Council. The training session held was Chapter Executive Training.

- Chapter Executive Training
  - 27 chapter volunteers signed on to this popular interactive training session to learn about the details of chapter operations and the responsibilities of a chapter executive.
  - 35 chapter volunteers actually participated.
  - The two-and-half-hour training session was provided by Matthew Ng, P.Eng., Manager, Chapters, and Sharon Gillam, Chapter Admin Support.

## 2016 Chapter Leaders Conference (November 19, 2016)

- The RCC nominated Warren Turnbull, P.Eng., to lead the organization of the 2016 Chapter Leaders Conference (CLC). Gary Houghton, P.Eng., was nominated as vice chair to assist Warren.
- The conference successfully took place at the Hilton Hotel and Suite at 5875 Airport Road, Mississauga.
- The theme for the 2016 CLC was "Revitalizing the Brand...Making Connections".
- The 2016 CLC opened with greetings from President George Comrie, P.Eng., and RCC Chair Councillor Changiz Sadr, P.Eng., and closed with remarks from President-elect Bob Dony, P.Eng. This added significant prestige to the event.

- The CLC program consisted of the following:
  - Registrar Gerard McDonald, P.Eng., solicited input from chapter leaders to assist in the development of PEO's 2018-2020 Strategic Plan. He also spoke to delegates about the new Practice Evaluation and Knowledge (PEAK) program and discussed how can chapters help PEO with its implementation.
  - No CLC would be complete without our annual Chapter Story Contest—the People's Choice. Congratulations to the Windsor-Essex Chapter for winning the contest two years in a row!
  - New this year, the committee decided to forgo the lunchtime keynote speaker and, instead, chose to hire renowned digital marketing expert, Erin Bury, to assist with the CLC. Ms. Bury presented "Five Ways Start-up Thinking Can Make You A Better Marketer" and then led our volunteers through a "Branding Chapter Challenge." This great session resulted in some incredible ideas to help chapters think outside the box and build our brand at the same time.
  - Overall feedback scores from conference delegates were a respectable 84 per cent for appropriateness and 82 per cent for quality of execution.
  - The RCC would like to thank everyone on the 2016 CLC organizing committee for their hard work in organizing such an excellent conference.

### **RCC 2016 Achievements**

- Special Project funding
  - Provided funding to the East Toronto Chapter for their PCC Streetcar tour, the Scarborough Chapter for their Balsa Wood Glider project and Peterborough Chapter for their technical talk series.
  - Provided seed money towards the purchase of web cameras for chapters to use with Lifesize Cloud (new teleconferencing technology). This technology is scheduled to be deployed to all 36 chapters in 2017.
  - The RCC decided to lower the 2017 budget for the special project fund from \$20,000 to \$15,000 so the budget better aligns with the level of fund subscriptions.
- RCC Entrance Scholarship amount increased
  - The RCC unanimously agreed to increase the entrance scholarship amount from \$1,000 to \$1,500 per chapter for 2017. This was a direct result of a Northern Region open issue raised during the Northern Region Congress.

### **2017 Chapter Budget Planning**

- The RCC reviewed the 36 proposed 2017 chapter business plans in accordance with the business plan and expense guideline.
- The total allotment budget proposal made by the RCC for 2017 was \$599,000. It was approved by PEO Council during the November 2016 Council meeting.
- The RCC continued to use the mathematical model developed in 2015 to divide out the total allotment into regional portions for 2017.
- The regional allotment model used is based on the summation of three factors:
  - total average net core costs as calculated for each region;
  - per capita amount based on the population of members within each region; and
  - area adjustment amount based on the surface area of the region. The intent of this is to balance the great differences between the East Central or West Central regions and the Northern Region.
- As for individual chapter allotments, it is up to the regional councillors of the region to determine how much each chapter receives based on their bank balances and business plans submitted to the chapter office.

- The West Central Region has joined the East Central Region in employing the “Patrick Model” to assist in the determination of the chapter allotment.
- The “Patrick Model” is based on an average on the following five factors:
  - the number of members for the chapter as a portion of total number of members for the region;
  - the number of events held in 2015 as a portion of total number of events held in the region in 2015;
  - the chapter allotment received in 2016 as a portion of total chapter allotment for the region in 2016;
  - the number of chapter events planned in 2017 as a portion of total number of chapter events planned in the region in 2017; and
  - the chapter allotment ask in 2017 as a portion of total chapter allotment asks in the region in 2017.

**Chapter open issues**

- The RCC dealt with all the issues formally raised by chapter leaders in the regional congresses during the year.

**Committee Chair:** Changiz Sadr, P.Eng.

**Committee Advisor:** Matthew Ng, P.Eng., Manager, Chapters

## Legislated Committees

### Academic Requirements Committee

(ARC)

#### Mandate

To **assess** the academic qualifications of applicants referred to the Academic Requirements Committee (ARC) by the Registrar or who have requested the ARC to review their qualifications, **advise** Professional Engineers Ontario (PEO) on academic matters relating to PEO admission procedures and policies, and **oversee** the Professional Practice Examination.

#### Regulatory

In 2016, approximately 3120 new applications for applicants graduating from Canadian Engineering Accreditation Board (CEAB)-accredited programs and approximately 2182 new applications for non-CEAB applicants were received. A total of about 2740 academic assessments were completed for non-CEAB applicants. Of the academic assessments completed for non-CEAB applicants, 719 applicants were deemed to have met PEO's academic requirements for licensure, and about 1697 applicants were assigned an examination program. Of the 738 interviews conducted by the Experience Requirements Committee (ERC) on behalf of the ARC, 385 applicants had their examination programs waived by the ARC. The ARC also reviewed the examination performance of 279 applicants who sat for technical examinations prepared by PEO examiners. In 2016, about 3925 Professional Practice Examinations were written by applicants, of whom 3319 passed.

The ARC continues to accommodate emerging engineering disciplines in order to recognize the diversity of academic credentials of internationally-trained applicants. The ARC continues to work in collaboration with Ryerson University on its initiative to integrate international engineering graduates (IEGs) into Ontario's engineering workforce. The Internationally Educated Engineers Qualification Bridging (IEEQB) program is a bridging program that provides IEGs with an alternative path to licensure by taking a combination of engineering courses to fulfill their academic requirements for licensure. In 2016-2017, the ARC's role has been to improve existing procedures, review the academic results of graduates from the program and determine new course equivalencies with respect to PEO's revised syllabi of examinations.

Throughout the year, the ARC has been responsive in refining various procedures and policies through a process of continuous improvement. The ARC continues to formulate, with the ERC and staff, the process for admitting applicants for limited licences (limited engineering licensee and licensed engineering technologist) issued under new and revised sections of Regulation 941/90 that was implemented on July 1, 2015. The ARC has much more involvement than in the previous process and has been advising the ERC on interview areas related to the proposed scope of practice.

The ARC continued the pilot project concerning the assessment of international applicants whose degrees are named engineering degrees but for which the ARC has no information on the depth of their delivery. The ARC will wait until a larger number of applicants are assessed to analyze the results of the pilot.

Minor revisions of the ARC Procedure Manual (referred to as the “Red Book”), which was updated in 2015, continued in 2016. Restrictions for all directed confirmatory exams were updated (some were removed).

The 2016 revised syllabi of the Canadian Engineering Qualifications Board (CEQB) were reviewed by the ARC and adopted as the PEO Board sheets (aka Board Sheet of the Academic Requirement Committee) with some revisions. The committee also updated the basic studies requirements for each syllabus.

The non-CEAB Program Information Document, which was first produced in 2011 by a subcommittee of the ARC, was updated by a new subcommittee and approved by the ARC. The focus of this report is PEO’s technical examinations in regards to BTech programs.

The ARC discussed its 2017 workplan. The committee approved that ARC chair and vice chair appointments be a two-year term with the expectation that the vice chair would become chair after two years, under normal circumstances. The ARC believes that it should not have term limits on volunteers due to the expertise that is required on the ARC.

The ARC was pleased to recommend the 2016 V. G. Smith Award for the best average of the top three technical examinations to Isabelle Hemmings. As in 2015, there were no qualified applicants for the S. E. Wolfe Award for the best engineering report.

The ARC closely follows the discussion on the future of Canadian engineering accreditation and the pertinent communications and developments with regards to Engineers Canada, the Canadian Engineering Accreditation Board (CEAB) and the National Council of Deans of Engineering and Applied Science (NCDEAS).

Several ARC members continue to serve on various national engineering boards, such as the Canadian Engineering Qualifications Board (CEQB), which is responsible for recommending nation-wide, standardized syllabi of examinations for all engineering disciplines (or one of its discipline subcommittees), and the CEAB, which is responsible for the national accreditation of all engineering programs in Canadian universities. In summary, ARC members continue to play a very active and enthusiastic volunteer role in the profession.

**Committee chair:** Leila Notash, PhD, P.Eng., FEC

**Staff advisor:** Michael R. Price, MBA, P.Eng., FEC, Deputy Registrar, Licensing and Registration

**Mandate and Operations**

The Complaints Committee (COC) is mandated under section 24(1) of the *Professional Engineers Act* to investigate and consider complaints made by members of the public or members of the association regarding the conduct or actions of licence holders and Certificate of Authorization holders. On behalf of the committee, PEO staff investigates the complaints and gathers relevant information and documentation for the committee’s consideration. The committee must consider all complaints that have been filed with the Registrar and must make every reasonable effort to examine all records and other documents relating to the complaint prior to taking any action allowed under section 24(2) of the act. Neither PEO staff nor the committee have the authority to prevent a person from filing a complaint, and the committee does not have the discretion to refuse to consider any complaint that has been duly filed.

**Introduction**

The committee, which in 2016 comprised 14 members including the chair, met eight times during the year and formally disposed of 75 complaints that had been filed and investigated. The disposition of the complaints and the statistics from the previous five years are as follows:

	2012	2013	2014	2015	2016
<b>Complaints disposed of by COC</b>	70	74	91	81	75
<b>Matters referred to Discipline</b>	6	3	6	7	6
<b>Matters not referred with no further action</b>	59	47	62	56	48
<b>Matters not referred, decision to send letter of advice or hold interview</b>	4	20	21	10	20
<b>Matters not referred, voluntary undertaking signed/accepted</b>	1	4	2	8	1

**Other Activities**

As part of the committee’s annual general meeting held in July 2016, the Complaints Committee held a workshop and training session led by Andrew Faith of PolleyFaith LLP. The session focused on voluntary undertakings and the detailed process supporting them, as a file disposition option for the Complaints Committee. In addition, a legal review and discussion regarding complaints filed anonymously was facilitated by Andrew.

In addition to the ongoing training undertaken by committee, the committee and PEO staff make a continuing effort to improve the efficiency and effectiveness of the committee and the complaints process. Examples of work undertaken and changes initiated/made in 2016 include:

- continued to significantly reduce the complaint file backlog that had existed since 2012. Active complaint files pending at 2016 year-end has now been reduced to a manageable 75, down from year-end 2015, and down from a high of 135 at the end of 2012. A total of 75 complaint files were fully reviewed, considered and disposed of by way of written decision by the Complaints Committee in 2016;
- considered 10 prosecutorial viability opinions relating to 10 specific complaint files, and developed detailed statement of allegations for six referred matters;
- reviewed, refined and issued as final, the Lead Reviewer File Presentation template and the COC written non-referral decision template, both of which were adopted and put into use by the committee in 2015;
- carried out a review and assessment of the current voluntary undertaking process used by the committee, by receiving and considering legal input regarding the current process. Recommendations arising from the legal review were identified, evaluated and adopted by the committee. The new process results in additional options and, ultimately, a more effective VU process in the public interest, and clearer communications with respondents;
- in response to a request from the Legislation Committee, carried out a detailed review and assessment of the act changes pertaining to the complaints process recommended in the Complaints and Discipline Process Task Force (CDPTF) Report of 2011. Recommended to the Legislation Committee that the legislative amendments not be pursued as the policy rationales behind the proposed recommendations have been achieved as a direct result of changes/improvements made to COC processes in the five years since the approval of the CDPTF Report;
- Carried out an assessment of the functionality of the newly revised Complaint Form, after having considered 70 complaints filed with the new form, and identified a number of further improvements to the form;
- The chair and vice chair of the committee participated in a meeting with the chair and vice chair of discipline to review processes and best practices affecting the work of both committees;
- The chair provided a presentation to the Discipline Committee regarding the work of the COC, intended to enhance the DIC's understanding of the work and processes of the Complaints Committee; and
- identified the specific qualifications for three new required committee members, addressing identified gaps on the committee and arranged for the committee vacancy posting by year end.

The committee understands how important its role is to the regulatory function of PEO, to the confidence that the public has in our ability to self-regulate and to the members' confidence in a fair complaints process. Success of the committee is largely achieved through the dedicated work of staff, and the committee would like to express its appreciation to the deputy registrar, manager, investigators and administrative staff within the Regulatory Compliance department. Staff has demonstrated a sincere appreciation and understanding for the importance of this regulatory committee, and a commitment to high quality and performance.

**Committee chair:** Tony Cecutti, P.Eng.

**Staff advisor:** Linda Latham, P.Eng., Deputy Registrar, Regulatory Compliance

The Complaints Review Councillor (CRC) is an administrative tribunal, but does not conduct hearings. Therefore, CRCs draw their jurisdictional powers under the *Professional Engineers Act*. The *Statutory Powers Procedure Act* does not apply to the CRC. The Tribunals Office provides administrative support to the CRC.

**Mandate—Reviews the treatment of a complaint**

The decision of the Complaints Committee to refer, or not to refer, a complaint to the Discipline Committee is final. No statutory appeal lies from the decisions of the Complaints Committee.

However, section 26 of the *Professional Engineers Act* provides that a complainant may apply to the CRC for a review of the treatment of the complaint after a decision has been made by the Complaints Committee. In addition, the act allows a complainant to apply for a CRC review should a complaint not be disposed of by the Complaints Committee within 90 days after the complaint is filed with the Registrar.

The procedure to request a CRC review is by way of application. It should be noted that the CRC is not under any statutory obligation to undertake such a review and may, in certain circumstances, issue a decision not to make a review or a decision not to continue a review.

It is therefore only, in some cases, that the CRC will actually issue a notice informing of his/her intention to commence a review. A report is the outcome of a completed CRC review. The CRC is prohibited under section 26(4) of the act from inquiring into the actual merits of any particular complaint. As such, a review of the treatment of a complaint is a review of the procedures followed from the receipt of a complaint, to the disposition of the complaint by the Complaints Committee, and to the ultimate notification of this decision to the complainant.

**CRC Activity**

<b>Activity</b>	<b>2015</b>	<b>2016</b>
Applications for review	8	2
Dismissals without a review	3	2
Notices to conduct a review	9	1
CRC reports issued	2	5
Caseload	9	6

**Committee chair:** Mary Long-Irwin

**Complaints review councillor:** Evelyn Spence, LLB



**Mandate**

The Discipline Committee is a statutory committee established under the *Professional Engineers Act*. Its mandate is to hear and determine allegations of professional misconduct or incompetence that are referred to it concerning the actions of a member of the association and/or a holder of a Certificate of Authorization. Referrals are normally made by the Complaints Committee but can be made by Council or the Executive Committee. The Discipline Committee also hears and decides applications for the removal of a suspension order, or for the reinstatement of a licence that was revoked by the committee. Applications for reinstatement of membership are referred to the Discipline Committee by the Registrar.

The committee is an independent, quasi-judicial tribunal, which means that it acts and conducts its hearings like a court. The committee's responsibilities and decision-making powers are set out in *Professional Engineers Act* and regulations. In addition, it complies with and exercises powers set out under the *Statutory Powers Procedure Act*. Matters and applications are determined on the evidence admitted by a panel acting on behalf of the whole committee. Quorum for a panel is four members, one from each of the categories set out in the *Professional Engineers Act*. Most panels are composed of five members to ensure there are no split decisions. Hearing panels are normally provided with an independent legal counsel.

**Developments and activities during the year**

In addition to attending to its statutory duties, the committee met twice to deal with general administrative matters, and to discuss committee performance. The committee approved and posted on its web page, a practice direction regarding approximate timelines for release of decisions by its panel to parties, committing to timely releases of decisions.

The committee provided its Terms of Reference, annual Work Plan and Human Resources Plan to Council.

There were some changes to the membership roster in 2016. Council appointed a new Attorney General-approved appointees' category for the Discipline Committee roster.

Several committee members attended a SOAR conference for professional development and some also have attended other courses for training purposes.

In addition, the Discipline Handbook Subcommittee continues to review and update the handbook, which serves as a guide for policy and procedures during hearings and related matters.

Although the Discipline Committee acts independently of PEO Council, any motions or operational improvements recommended by PEO Council are undertaken by task forces assigned by Council. Recommendations of the Council are considered by the Discipline Committee and implemented as deemed appropriate. Progress of Discipline Committee activities are reported by the chair of the Discipline Committee as requested by Council.

The Discipline Committee intervened and obtained clarification as to the scope of its duty to provide a record of proceedings in judicial review applications. Specifically, the Divisional Court agreed that the Discipline Committee is not obliged to provide complete transcripts of its proceedings if these were not filed by the parties in the proceeding whose decision is being

reviewed. Also, the court agreed that the parties are responsible for paying for costs of transcripts citing the *Professional Engineers Act*, not the Tribunals.

**Caseload activity**

The table that follows shows that the committee received six matters, and completed six as of December 31, 2016.

The number of matters pending is 17. At the request of prosecution staff and its legal counsel, the committee chair uses pre-hearing conferences to reduce the workload associated with most matters. Pre-hearing conferences assist parties to identify issues to be decided and to select hearing dates.

Activity	2015	2016
Matters referred to discipline	8	6
Pre-hearing conferences held	6	5
Matters pending (caseload)	17	17
Hearings completed	5	6
Written final decisions issued	5	8

**Membership**

There are currently 47 members on the committee, comprising eight elected members of PEO Council, four Lieutenant Governor-In-Council Appointees who are members of the association, two Lieutenant Governor-In-Council Appointees who are not members of the association, six Attorney General Appointees who are members of the public, and 24 members appointed by Council from the general membership. Three members of the profession were approved by the Attorney General and appointed this year by Council to the Discipline Committee. From this roster of available committee members, the chair of the Discipline Committee sets hearing dates and assigns panels to hear motions and hearings related to matters that are of the jurisdiction of the committee. Administrative and operational support is provided by administrative staff from the Tribunals Office in the department of Standards and Tribunals.

**Committee chair:** Ravi Gupta, PhD, P.Eng., FEC

**Mandate**

The Experience Requirements Committee (ERC) assists the Registrar, as necessary, in determining if an applicant's work experience is acceptable for licensure purposes, leading to a regular P.Eng. licence, a limited licence or a provisional licence or for the purpose of reinstatement under section 51.1.4 of Regulation 941/90. The ERC also advises on whether the experientially gained knowledge of an applicant who has not graduated from an engineering program accredited by the Canadian Engineering Accreditation Board (CEAB) provides sufficient basis to recommend that the Academic Requirements Committee (ARC) waives the applicant's assigned technical examination program.

**Activities**

The ERC had a very busy year conducting interviews to assess the experience of 1045 applicants for licensure (a decrease of only one per cent from the previous year). The ERC interviewed 636 applicants for a Confirmatory Examination Program resulting in approximately 56 per cent of the candidates having their exam programs waived. This percentage is consistent with previous years' findings. The ERC also conducted 260 staff referral interviews (for assessment of work experience for licensure purposes) with approximately 45 per cent of the applicants requiring additional experience.

There were 32 interviews for the purpose of granting a limited licence during 2016 (about the same as the previous year), with 21 applicants demonstrating sufficient experience in their identified limited scopes of practice.

The efforts of the ERC facilitated PEO in issuing P.Eng. licences to 1880 applicants in 2016, of which 1284 were from CEAB programs.

In addition, the ERC diligently participated in the following activities:

- Representatives of the ERC participated in the Licensing Committee.
- ERC members were involved in registration hearings as witnesses and expert witnesses as required by PEO counsel.
- During the latter part of 2015, an external consultant was hired to review the interview process as carried out by the ERC interview panels and managed by PEO staff. The consultant prepared the final report in January 2016. The ERC agreed to proceed with some of the recommendations and created a working group to develop a plan. The plan was finalized in August and was approved by the ERC subcommittee at their September meeting. It was also decided that the ERC subcommittee would oversee the implementation of the plan.
- *ERC Manual*: The ERC Manual Task Force released the ERC Operating Policies and Procedures Manual revision 0 on October 26, 2016.

**Committee chair:** Santosh Gupta, PhD, P.Eng., FEC

**Committee vice chair:** David Kiguel, P.Eng., FEC

**Staff advisor:** Michael Price, P.Eng., MBA, FEC, Deputy Registrar, Licensing and Registration

The Fees Mediation Committee (FMC) is a statutory committee established under section 32 of the *Professional Engineers Act*. It is an independent tribunal with powers under various provisions of the act as well as the *Commercial Mediation Act, 2010*, S.O. 2010, chapter 16, to the extent that these provisions do not conflict with the act.

There are currently three members on the committee (one member resigned in June 2016). Committee members are designated by Council. The Complaints Review Councillor and members of Complaints or Discipline committees are not eligible for membership on the FMC. From this roster of committee members, the chair of the committee assigns members to conduct mediations and arbitrations of fee disputes that are within the jurisdiction of the committee. Administrative and operational support is provided by staff from the Tribunals Office in the department of Tribunals and Regulatory Affairs.

**Mandate of the Committee**

The FMC reviews and mediates or arbitrates fee disputes between engineers, engineering companies and their clients in accordance with the act and regulations. The fees mediation and arbitration processes are available to clients of engineering companies who wish to dispute fees charged for professional engineering services. The FMC may either mediate or arbitrate fee disputes between professional engineering companies and their clients, as an alternative to legal action taken through the court system.

Information about the committee is available on the PEO website at:

[http://www.peo.on.ca/index.php/ci\\_id/2260/la\\_id/1.htm](http://www.peo.on.ca/index.php/ci_id/2260/la_id/1.htm).

Application forms for mediation and arbitration can also be found on the website, in order to assist the parties who voluntarily choose to participate in the process.

Since there were no applications filed in 2016, the FMC did not meet as a whole in 2016. The committee is considering whether a broader mediation or arbitration service to resolve disputes would be of value to professional engineers.

## Caseload activity

Activity	2015	2016
Applications for mediation received	0	0
Applications for arbitration received	0	0
Mediations conducted	0	0
Arbitrations conducted	0	0
Files pending (caseload)	0	0
Requests for mediation/incomplete applications	0	0

**Committee chair:** Kathryn G. Sutherland, P.Eng.

**Committee members:** Gordon Danson, P.Eng. and Peter F. Scott, P.Eng.

**Staff support:** Svitlana (Lana) Tereshchenko, Tribunals Coordinator

## Registration Committee

(REC)

### Message from the Chair

The Registration Committee is a statutory committee established under section 19 of the *Professional Engineers Act*. It is an independent tribunal with powers under various provisions of the *Professional Engineers Act* and the *Statutory Powers Procedure Act* (SPPA).

Virendra Sahni and Chee Lee were elected chair and vice chair, respectively, on February 12, 2016 for a one-year term. They were re-elected again on October 24, 2016 for a two-year term.

For chair and vice chair, a two-year term was approved with a maximum of three consecutive terms. The committee further approved that there be no term limit for its members due to the committee's mandate as a tribunal, as well as the extensive professional development undertaken to develop the expertise required to sit as a tribunal member.

There are currently 10 members on the committee, comprising no elected members of PEO Council: one Lieutenant Governor-In-Council Appointee (LGA), one Attorney General (AG) LLB appointee and eight members appointed by Council from the general membership. There is one vacancy (non-P.Eng. lay member).

From this roster of committee members, the chair of the Registration Committee assigns panels to hear motions and conduct hearings related to matters that are within the jurisdiction of the committee. Administrative and operational support is provided by staff from the Tribunals Office in the department of Tribunals and Regulatory Affairs.

### **Mandate of the Committee**

The Registration Committee's mandate is to conduct hearings at the request of an applicant, in respect of Registrar's proposals under section 19 of the act. The committee has powers to make orders directing the Registrar to grant or refuse licenses. The committee conducts hearings under the provisions of the *Professional Engineers Act* and the *Statutory Powers Procedure Act*. The applicant and the Registrar are both parties to proceedings before the Registration Committee. A party to proceedings before the Registration Committee may appeal to the Divisional Court from a decision or order of the committee.

The committee's mandate to hold hearings is triggered only after a Registrar's "notice of proposal to refuse a licence" (NOP) is issued to an applicant and the applicant has filed a request for a hearing within the time limits set out under the act. The number of hearings by the committee varies in a given year according to the number of applicants who, in response to the Registrar's proposal, request a hearing.

The hearings of the Registration Committee provide applicants an opportunity to demonstrate before this independent tribunal that the applicant meets the licensing requirements, or to seek exemptions from any requirements under the act or regulations made under the act.

In order to promote greater public awareness of its role, the Registration Committee has a web page on the PEO website at: [http://www.peo.on.ca/index.php/ci\\_id/2261/la\\_id/1.htm](http://www.peo.on.ca/index.php/ci_id/2261/la_id/1.htm)

### **Developments during the year**

The committee updated its Terms of Reference, annual Work Plan and Human Resources Plan.

The Registration Handbook Subcommittee completed updating the Registration Committee Handbook. The new handbook is in electronic format and replaces the version issued in 2005. The subcommittee included volunteer members of the Registration Committee and Tribunal staff.

The Registration Committee approved a new Rule 11—Delayed and Inactive Matters—to expedite processing of transition case files, some of which have been on the docket of the Registration Committee since 2007.

The Registration Committee approved not to accept any requests for hearings from applicants for which a "notice of proposal to refuse a licence" has not been issued by the Registrar. Such cases are outside the approved mandate of the Registration Committee. These are deemed to be premature applications in the table that follows.

At end of 2016, the mandates of three members were not renewed. These included two P.Eng. members and one LGA. Three new members (two P.Eng. and one AG (LL.B) appointee) have been approved by PEO Council to join the committee in 2017.

The term of one LGA will be expiring at the end of April 2017. At the present time, there is no designated Liaison Councillor from PEO Council to the committee.

### Committee activity

The table below shows the committee received one request for a hearing; completed two hearings; and issued two written decisions as of December 31, 2016. The number of matters pending is eight.

Activity	2015	2016
Requests for hearings	4 including two premature applications	1
Pre-hearing conferences held	3	0
Matters pending (caseload)	10 plus seven premature applications	8
Hearings completed	2	2
Written final decisions issued	2	2

### Meetings

The Registration Committee as a whole met three times in 2016. One of the meetings included a training session at which David Jacobs, LLB, from Watson Jacobs McCreary law firm, was invited to make a presentation on “cutting edge issues in registration of professionals, the charter and decision writing.” Three members attended external training workshops on decision writing and assessing credibility. The knowledge gained was shared and discussed at a Registration Committee meeting.

**Committee chair:** Virendra Sahni, P.Eng.

## Regulated Committees

### Central Election and Search Committee

(CESC)

The Central Election and Search Committee (CESC) is a committee whose membership and mandate are set out in section 12 of Ontario Regulation 941/90.

The CESC is responsible for encouraging professional engineers to seek nomination for election to Council for the three at-large positions on Council (President-elect, Vice President and Councillor-at-Large) for which all PEO members are eligible to vote. At the close of nominations on December 2, 2016 at 4:00 p.m., there were four nominations received for the position of President-elect, three for Vice President, nine for Councillor-at-Large, three for Eastern Region Councillor, five for East Central Region Councillor, one for Northern Region Councillor, one for West Central Region Councillor and one for Western Region Councillor.

Under section 12(3) of the regulation, the CESC is also responsible for assisting the Chief Elections Officer as may be required, and for receiving and responding to complaints regarding the procedures for nominating, electing and voting for members to Council in accordance with the regulation.

The duties and responsibilities of the Chief Elections Officer were again outsourced to a third party so as not to place staff in any untenable position during the election period. For the 2016-2017 Council elections, Allison Elliott was appointed by Council to act in this capacity.

The 2016-2017 Council elections continued to be conducted completely by electronic voting.

Chairs of the Regional Election and Search Committees (RESC) were invited to attend the CESC meetings and worked well with the committee in coordinating candidate searches. There were two acclamations in this Council election, which was the same number of acclamations in the previous year.

#### **2016-2017 Membership**

Dave Adams, P.Eng., Chair (Penultimate Past President); Thomas Chong, P.Eng., (Past President) [Resigned from the committee on October 29, 2016]; George Comrie, P.Eng., (President); Nigel Fung, P.Eng.; Juwairia Obaid, P.Eng.; and Helen Wojcinski, P. Eng.

**Committee chair:** Dave Adams, P.Eng.

**Staff advisor:** Scott W. Clark, LLB, Chief Administrative Officer

**Committee Support:** Ralph Martin, Manager, Secretariat



**Mandate**

The Consulting Engineer Designation Committee (CEDC) reviews applications for designation or redesignation as a consulting engineer, provides peer review of the candidates with respect to the regulations and makes recommendations to Council with respect to acceptance of the applications. CEDC also reviews requests for permission to use the phrase “Consulting Engineers” in a company’s corporate name and makes recommendations to Council as to the appropriateness of the usage.

**Activity**

The committee met four times in 2016. From those meetings, 23 candidates were recommended for designation and 194 candidates were recommended for redesignation.

The committee also recommended that an additional 21 companies be given permission to use “Consulting Engineers” in their title.

**2016 Committee Membership**

Eric Nejat, P.Eng., Doug Barker, P.Eng., Denis Dixon, P.Eng., Shawn Gibbons, P.Eng., Rick Patterson, P.Eng., Larry Pond, P.Eng., Chris Redmond, P.Eng., Steve van der Woerd, P.Eng., Santosh Gupta, P.Eng. (Council Liaison), and Rob Kivi, P.Eng. (Consulting Engineers of Ontario representative).

**2016 Additional Members of the Regional Subcommittees**

Levente Diosady, P.Eng.; Ross Eddie, P.Eng.; Richard Kamo, P.Eng.; Andrew Lawton, P.Eng.; Adrian Pierorazio, P.Eng.; Donald Plenderleith, P.Eng.; Robert Pula, P.Eng.; Andy Robinson, P.Eng.; John Rosenthal, P.Eng.; and Tom Woolhouse, P.Eng.

**Committee chair:** Eric Nejat, P.Eng.

**Staff advisor:** Faris Georgis, P.Eng., Manager, Registration

There were five Regional Election and Search Committees (RESC) formed in 2016. These were:

- Northern Regional Election and Search Committee;
- Eastern Regional Election and Search Committee;
- Western Regional Election and Search Committee;
- East Central Regional Election and Search Committee; and
- West Central Regional Election and Search Committee.

The mandate of each of the Regional Election and Search Committees is the same: to encourage members residing in each region to seek election to PEO Council as regional councillors for the 2017 PEO elections.

The committees comprise the chapter chairs (or designate) from each chapter in each region, and are chaired by the respective Junior Regional Councillor of that region. Although there were no formal meetings organized, the committees met during the breaks of the regional congresses in September, at separate physical meetings and on teleconference where needed, and via email discussions.

The chairs of the respective Regional Election and Search Committees and the committee advisor attended the Central Election and Search Committee (CESC) meetings during the latter part of the year. This practice was put in place in 2015. The intent is to allow for communications between the RESC and the CESC with the goal of having more than one candidate vying for each position in the 2017 PEO Council election.

The end result was encouragingly positive: significant increase in the number of candidates showing interest and a healthy number of candidates running. For the 2017 election, there were competitions in three of the five regions. With these great results, the recommendation going forward will be to continue this practice and see how the RESC can continue to work with the CESC and once again outdo themselves for the 2018 PEO Council election.

The following table shows the chairs of the 2016 RESC from each region, and the number of candidates who put their names forward to stand for election in their respective region.

<b>Region</b>	<b>Regional Election and Search Committee Chair</b>	<b>Regional Election and Search Committee meeting held?</b>	<b>Number of candidate(s) submitted nominations by the close of nomination</b>
Eastern	Guy Boone, P.Eng.	Yes, during regional congress and subsequent one-on-one meetings	Incumbent not running, three candidates in competition
East Central	Noubar Takessian, P.Eng.	Yes, during regional congress and subsequent email discussions	Incumbent not running, five candidates in competition
Northern	Michael Wesa, P.Eng.	Yes, during regional congress and subsequent email discussions	Incumbent is the sole candidate, position acclaimed
West Central	Danny Chui, P.Eng.	Yes, during regional congress and subsequent teleconference meeting	Incumbent is the sole candidate, position acclaimed
Western	Gary Houghton, P.Eng.	Yes, during regional congress and subsequent email and phone discussions	Incumbent not running, three candidates in competition

**Committee advisor:** Matthew Ng, P.Eng., Manager, Chapters

## Appointed Committees

### Advisory Committee on Volunteers

(ACV)

#### Mandate

The mandate of the Advisory Committee on Volunteers (ACV) is to assist and advise committees in fulfilling their operational requirements under the Committees and Task Forces Policy, as well as to assist Council by reviewing proposed revisions to committees' and task forces' Mandates, Terms of Reference, Work Plans and Human Resources Plans.

#### Annual Committee Chairs Workshop

The ACV facilitated the eighth annual Committee Chairs Workshop, held on October 28, 2016 at the PEO offices, which was attended by 16 Councillors, 25 committee representatives and 17 staff. The workshop theme, "Volunteer Engagement", was facilitated by Bobby Umar, P.Eng. Bobby has a background in brand marketing, engineering and the performing arts, and is one of *Inc. Magazine's* Top 100 leadership speakers.

#### Changes to the policy

At the request of the Human Resources Committee (HRC), the ACV reviewed the Committees and Task Forces Policy, specifically in relation to succession planning and term limits for chairs, vice chairs and members. A report was sent to the HRC on the issue. Council subsequently passed a motion to direct all committees to include term limits for chairs, vice chairs and members in their respective Terms of Reference document by March 31, 2017.

Hereafter, a gap analysis of committee volunteer membership will be generated annually by ACV as directed by Council.

#### Other projects and subcommittee tasks

Much of the committee project tasks are accomplished through various subcommittees. A working group reviews and recommends updates to the Committees and Task Forces Policy and Reference Guide. The Vital Signs Subcommittee reviews previous survey results and initiates the development of future surveys. Preparation for the 2017 Vital Signs Survey was initiated in 2016.

#### Committee operations

Each member of the committee has taken on one or more projects that contribute towards the overall program plan of the ACV. One ACV member is appointed to the Government Liaison Committee and two ACV members are appointed to Volunteer Leadership Conference Planning Committee.

To accomplish its work, the committee met six times during 2016 (January 14, March 3, May 26, August 11, September 15, and December 1).

## 2016 Committee Membership

Christian Bellini, P.Eng. (Vice Chair, Council Liaison); Michael Chan, P.Eng. (Past Chair); Nick Colucci, P.Eng.; Denis Dixon, P.Eng.; Márta Ecsedi, P.Eng.; Doug Hatfield, P. Eng.; Sean McCann, P.Eng., and Vic Pakalnis, P.Eng.

**Committee chair:** Chris Kan, P.Eng.

**Committee advisor:** Fern Goncalves, Director, People Development

**Staff support:** Viktoria Aleksandrova, Committee Coordinator

## Education Committee

(EDU)

### Mandate

Whereas, there has been a recent declining interest among students in STEM-related careers, and whereas, identified root causes for this decline include image of science, perception of careers, curriculum, teacher experience and gender-based perceptions, therefore, the Education Committee (EDU) commits:

- to be a leader and value-added influence in the development of education policy, curriculum, and outreach such that high school graduates will have the necessary knowledge, skill, and motivation to succeed in an engineering program.
- to support PEO's Envisioned Future (Source: "PEO Envisioned Future", C-459-6.6, Appendix A, approved by Council Sept. 2009) as it relates to "Public awareness of the role of the Association" (PEA Sect 2 (4)4 – Additional Object).
- to "support and encourage public information and interest in the past and present role of professional engineering in society" in PEA Sect 8(20).

### Key duties and responsibilities

The key duties and responsibilities of the EDU are to support the PEO Envisioned Future and are an important portion of the EDU Terms of Reference. The EDU addresses science, math and technology literacy, and other educational issues of relevance to PEO leading up to (but not including) the university/college educational level. The key duties of the Education Committee are:

- 1.0 **Chapters:** Provide support for PEO chapters to achieve their education outreach goals. The Education Committee plans and helps PEO chapters implement valuable learning activities for aspiring engineers, which aids the long-term health of the profession.
- 2.0 **Equity and Diversity:** Ensure that principles of equity and diversity are reflected in key activities (i.e. French translations of booklets and brochures) supported by the committee.
- 3.0 **Guidance to PEO Council** on education-related policy: Research and articulate proposed positions on elementary and secondary school education—mathematics, sciences and technology, in particular—and recommend same to Council. In addition, research and articulate proposed positions on continuing competence training for professional engineers.
- 4.0 **Strategic Relationships:** Establish productive relationships with other organizations whose objects are complementary.
- 5.0 **Program Development:**
  - To increase public awareness of the engineering profession by educating Ontarians on the important roles and valuable contributions of professional engineers and of the self-regulating engineering profession in society.
    - One key input to the overall PEO "regulatory" process is elementary and secondary education (with particular emphasis on STEM education in the academic preparation for aspiring engineers).

- To encourage STEM education from an early age as a matter of sound public policy.
  - Elementary and secondary engineering education is very important to PEO in the overall context of public safety and protecting the public interest.
- To encourage and assist young people in making informed career choices related to science, technology, and engineering.
  - PEO needs to be certain that there remains a steady flow of talented and skilled individuals into the regulatory framework for engineers in order to keep society safe and are necessary conditions for the continued existence of a self-regulating engineering profession which promotes a viable economy in Ontario.
- To advise government and the public on educational requirements (e.g. curriculum) for the knowledge economy in general and for engineering in particular.

This may include (but is not limited to) the following:

- 5.1 **Reaching out to the public** - Support holding public events that promote awareness of and the importance of science, technology, engineering and math education (STEM)
- 5.2 **Reaching out to the teachers** - Support holding information sessions for teachers (as required).
- 5.3 **Hard skills development** – Focus on “Thinking Skills” and “Lifelong Learning” as the key essential skills for our future engineers.
- 5.4 **Soft skills development** - Focus on Integrity, Work Ethic, Teamwork and Accountability as crucial work habits for our future engineers.

### **Committee operations**

As of December 2016, the committee had 10 members, each volunteering to take on one or more projects that contribute toward the overall program plan of the Education Committee, plus one vacant Council Liaison position.

The committee continues to oversee the administration of the widely successful and ever growing Engineer-in-Residence program through our service provider Engineers Without Borders Canada (EWB).

The committee continues to financially support the Engineering Innovations Forum.

The committee held numerous meetings with the Ontario Society of Professional Engineers (OSPE) to finalize a position statement on math education in Ontario. This is expected to be finalized in 2017.

The committee organized and hosted the 2016 Education Conference which was held on May 13-14 at PEO headquarters. The theme of the conference was “Cracking the Code—Communicating our Objectives to provide better Direction in Education”. This successful event was well attended by chapter delegates. The aim was to provide the chapters with resources and information to develop innovative education outreach programs and to provide funding based on criteria established by the committee. The committee also provided support for the chapter system as generally requested by Council.

The committee has reviewed the need for additional publications/pamphlets that can be distributed at student outreach events and has made recommendations to produce several postcards that focus on certain disciplines of engineering with the hope to increase interest among students entering the STEM fields. These will be ready for distribution in 2017.

Finally, committee members through their work, continue to ensure that principles of equity and diversity are reflected in all the key activities.

### **2016 Education Committee Members**

Samer Inchasi, P.Eng., Chair in 2016 (since 2010)  
Michael Arthur, P.Eng., Vice Chair in 2016 (since 2012)  
[Council Liaison – vacant]  
Ravi Peri, P.Eng. (since 2010)  
Priscilla Williams, EIT (since 2014)  
Hao Li (since 2015)  
Karen Cain, P.Eng. (since 2015)  
Gordon Griffiths, P.Eng. (since 2015)  
Radomir Grigorov, P.Eng. (since 2015)  
John Hazel, P.Eng. (since 2016)  
Paymon Sani, P.Eng. (since 2016)

The committee met eight times in 2016.

## **Enforcement Committee**

**(ENF)**

The Enforcement Committee was established to advise Council on matters relating to the enforcement of the provisions of the *Professional Engineers Act* dealing with unlicensed and unauthorized practice and illegal use of engineering titles. Its key duties and responsibilities are:

- to prepare and present policy proposals to Council on issues relating to PEO's enforcement activity;
- to act as an advisory body to the Registrar, Council and PEO committees and task forces on policy matters relating to enforcement.

### **Highlights**

The committee met six times in 2016 to review issues with a view to improving PEO's ability to enforce the act. The committee:

- Examined the impact of counterfeit and copied seals and the feasibility of making technical changes to the seal or sealing procedures to make it tamper-proof. The subcommittee prepared a proposal for adoption of encrypted digital seals for staff to refer for consideration by PEO.
- Reviewed PEO's efforts to control the use of engineering terms in business and corporate names and whether resources should be directed at basic enforcement or proposing changes to the relevant statutes and regulations.
- Provided input on a draft guide for enforcement reporting. Finalization of the guide is to be completed by staff.
- Completed a report on whether certain changes should be made to the *Professional Engineers Act* to enhance PEO's enforcement powers.
- Discontinued efforts to define "the practice of professional engineering" within the context of industrial settings.
- Discontinued efforts to gather evidence into safety gaps in the regulation of engineering practice.

The committee's 2017 work plan will primarily be focused on:

- providing guidance on content and target audiences for enforcement outreach presentations; and
- identification of activities to achieve enhanced enforcement within manufacturing and industry in general.

**Committee chair:** Peter Broad, P.Eng.

**Committee vice chair:** Roger Barker, P.Eng.

**Council liaison:** Gary Houghton, P.Eng.

**Staff advisor:** Linda Latham, P.Eng., Deputy Registrar, Regulatory Compliance

## Equity and Diversity Committee

(EDC)

### Mandate

The mandate of the Equity and Diversity Committee (EDC) is to recommend an action plan to integrate equity and diversity values and principles into the general policy and business operations of PEO.

### Equity and Diversity Policy

One of the EDC's roles is to create ways to ensure there is equity and diversity training for PEO members and staff. For the last three years, EDC members have been using a PowerPoint presentation to engage PEO members (Council, committees, task forces and chapters) in considering equity and diversity concerns in their actions and activities. As a result of collaboration with the Advisory Committee on Volunteers (ACV), a committee Work Plan template integrating equity and diversity issues is being used by more than half of the committees.

In 2016, PEO mandated that all new volunteers are required to complete the online *Equity & Diversity Awareness* module before they are approved by PEO Council for appointment on committees and task forces. This online learning module was originally introduced by the EDC in October 2013 and, to-date, a total of 877 chapter and committee volunteers have completed the module.

### 2016 Committee Membership:

Márta Ecsedi, P.Eng. (Chair); Greg Allen, P.Eng.; Mervin Dewasha, P.Eng. (until May 2016); Nima Eslaminasab, P.Eng.; Rishi Kumar, P.Eng.; Simone Larcher, P.Eng.; Sharon Reid, C.Tech.; Vera Straka, P.Eng.; Rakesh Shreewastav, P.Eng. (Council Liaison); and Bob White, P.Eng.

**Committee chair:** Márta Ecsedi, P.Eng.

**Staff advisor:** Fern Gonçalves, Director, People Development

**Staff support:** Rob Dmochewicz, Recognition Coordinator



**Mandate**

The Government Liaison Committee (GLC) provides oversight and guidance for PEO's Government Liaison Program (GLP). Key duties and responsibilities are outlined in the Terms of Reference.

**Activities and 2016 highlights**

In 2016, the GLP continued to engage provincial legislators through its many initiatives. Three new major items that occurred in 2016 were the government's proposed cancellation of the repeal of the industrial exception in the *Burden Reduction Act*, the audit of the GLP and the first joint PEO/OSPE Government Relations Conference.

MPPs regularly attend PEO licence presentation ceremonies, one-on-one meetings and other PEO events, including the joint PEO-OSPE Government Liaison Conference and Queen's Park Day.

PEO leadership and GLP representatives regularly meet with MPPs and key ministers dealing with PEO issues. The GLP plays an important role in ensuring the voice of the professional engineer related to regulatory issues is heard in government.

**Repeal of the industrial exception**

PEO's efforts to repeal the industrial exception took on intensity in 2016 with the government's decision to cancel it through Bill 27, the *Burden Reduction Act, 2016*. The repeal was discussed at many formal and informal meetings with MPPs throughout the year as PEO sought to have the bill amended. PEO presented its case to the Standing Committee on General Government in February 2017 but, unfortunately, the bill was passed in March 2017, cancelling the repeal.

**GLP Audit Report**

Another major undertaking this year was a full review/audit of the GLP in order to determine whether the program is operating as designed and whether it is achieving the expected results.

The audit was conducted by a third-party consultant, Don Dickson of D & B Dickson Management Solutions Inc., and a comprehensive report produced.

The findings were that the GLP is indeed achieving its objective of raising the profile of PEO at Queen's Park. A number of recommendations were made to further improve the program and an implementation program will be presented to Council in 2017.

PEO is focused on its mandate to regulate the profession in the public interest, which requires a strong relationship with government.

**PEO and OSPE host first joint Government Relations Conference**

On October 26, 2016, PEO held a very successful first joint Government Relations Conference in Toronto with the Ontario Society of Professional Engineers (OSPE). The conference focused on how engineers can improve their government relations work and how regulatory and advocacy bodies can work together effectively.

Canadian journalist, author, broadcaster and former federal NDP candidate Noah Richler delivered the opening keynote address.

NDP Leader Andrea Horwath, MPP (Hamilton Centre) delivered the afternoon keynote speech. She congratulated PEO and OSPE on their high standards and for the hard work they carry out in the province.

Arthur Potts, MPP (Beaches-East York); Jim McDonnell, P.Eng., MPP (Stormont-Dundas-South Glengarry); and Catherine Fife, MPP (Kitchener-Waterloo), participated on an MPP panel. They discussed the industrial exception, why some groups fail and others succeed, and the importance of having engineers at the decision making table.

A panel consisting of other regulators and advocacy bodies offered advice on their experiences, best practices and how regulatory and advocacy bodies can work together effectively to build strong relationships. Panelists included Chris Cheung, P.Eng., Director of Policy and Public Affairs for the Ontario Bar Association; Chris May, Director of Government Affairs for the Chartered Professional Accountants of Ontario; and Sheena Weir, Director of Public Affairs for the Law Society of Upper Canada.

A workshop on working collaboratively was held with several good suggestions and feedback received.

### **PEO hosts six Take Your MPP To Work Days**

Introduced in 2013, the Take Your MPP to Work Day program continued to be of great interest amongst MPPs. The initiative allows PEO chapters to invite local MPPs to visit local engineering companies. Through facility tours and discussions, the MPP learns more about the work professional engineers do in their communities and PEO's regulatory role. PEO chapters hosted six events in 2016, including the first ever joint-chapter event and the first with multiple MPPs.

- January 25—PEO London Chapter and 3M hosted Peggy Sattler, MPP (London West), NDP Critic for Women's Issues, Training, Colleges, Universities, and Research and Innovation; and Teresa Armstrong, MPP (London-Fanshawe), NDP Citizenship, Immigration and International Trade and Seniors' Affairs Critic.
- May 25—PEO Windsor Chapter and Stantec Consulting hosted Lisa Gretzky, MPP (Windsor West), NDP Education Critic.
- July 20—Labour Minister Kevin Flynn, MPP (Oakville); Associate Finance Minister Indira Naidoo-Harris, MPP (Halton); and Amrit Mangat, MPP (Mississauga-Brampton South), Parliamentary Assistant to the Minister Responsible for Women's Issues and to the Minister Responsible for Accessibility, visited Credit Valley Conservation Authority with PEO Oakville and Mississauga chapters.
- August 9—Gila Martow, MPP (Thornhill), PC Francophone Affairs, Anti-Racism Secretariat and GTA Issues Critic, visited the Bill Fisch Forest Stewardship and Education Centre in Whitchurch-Stouffville, with PEO York and Willowdale-Thornhill chapters.
- August 23—PEO London Chapter and Presstran Industries hosted Jeff Yurek, MPP (Elgin-Middlesex-London), PC Health and Long-Term Care Critic.
- September 16—Bill Walker, MPP (Bruce-Grey-Owen Sound), PC Associate Health Critic for Long-Term Care, visited Tenneco's Owen Sound Operation with PEO Georgian Bay Chapter.

### **PEO hosts Premier and MPPs at 2016 Queen's Park Day**

The 10th PEO Queen's Park Day reception was held on October 26, 2016 and continued its success as one of the best attended MPP receptions at Queen's Park. The reception strengthens the relationships between engineers and MPPs and the 2016 event built on the success of previous years, hosting 44 MPPs and almost 200 attendees. Premier Kathleen Wynne, MPP (Don Valley West), attended the reception and addressed the crowd.

The second Engineering Games were featured at the reception. Three teams of MPPs, students and professional engineers built a minimum 12-inch resilient structure within a 20-minute time limit using only the supplied materials. Peggy Sattler, MPP (London West), NDP Critic for Women's Issues, Training, Colleges, Universities, and Research and Innovation, along with her teammates PEO Oakville Chapter GLP Chair Jeffrey Lee, P.Eng., and engineering student Melissa Buckley, were the winners.

The recipients of the 2016 PEO GLP MPP Certificates of Appreciation were Women's Issues, Early Years and Child Care Minister Indira Naidoo-Harris, MPP (Halton); Jeff Yurek, MPP (Elgin-Middlesex-London), PC Health and Long-Term Care Critic; and NDP Deputy Leader Jagmeet Singh, MPP (Bramalea-Gore-Malton). Recipients are chosen based on their help raising the profile of professional engineering and for their involvement in local professional engineering activities.

PEO's Oakville Chapter received the 2016 PEO Chapter Certificate of Appreciation for building relationships with their MPPs and taking an active interest in GLP activities. The Mississauga Chapter received honourable mention.

### **Committee meetings**

To accomplish its work, the committee met 12 times during 2016 (face to face: January 19, April 19, August 16, September 20, December 13; via teleconference February 16, March 22, May 31, June 21, July 26, October 18, November 15).

### **2016 Committee Membership**

**Chair:** Darla Campbell, P.Eng., active in a riding association

**Vice chair:** Gabe Tse, P.Eng., Chapter GLP Chair

**Council liaison:** Ishwar Bhatia, P.Eng., PEO Councillor

#### **Members:**

Michael Chan, P.Eng., Advisory Committee on Volunteers

Hafiz Bashir, P.Eng./began Nov 2016 - Daniel Liao, P.Eng., Chapter GLP Chair

Rakesh Shreewastav, P.Eng., Engineers Canada's Bridging Government and Engineers

Bill Allison, P.Eng., Consulting Engineers of Ontario (CEO)

Rick Hilton, P.Eng., PEO LGA Councillor

Jonathan Hack, P.Eng., /began June 2016 - Matthew Jelavic, P.Eng., Ontario Society of Professional Engineers (OSPE)

Daniel King, EIT, EIT representative

Angel Serah, student representative

Charles Kidd, P.Eng./began May 2016- Warren Turnbull, P.Eng. Regional Councillors Committee

#### **Ex-officio:**

Thomas Chong, P.Eng. (President until April 2016)

George Comrie, P.Eng. (President from April 2016)

Gerard McDonald, P.Eng., Registrar

Howard Brown, PEO Government Relations Consultant, Brown & Cohen

**Advisor:** Jeannette Chau, P.Eng., PEO Manager, Government Liaison Programs

## 2017 Membership

The following is the Council-approved GLC roster for 2017: Darla Campbell, P.Eng. (Chair); Gabe Tse, P.Eng. (Vice-Chair); Warren Turnbull, P.Eng. (Council Liaison); Nick Colluci, P.Eng.; Rakesh Shreewastav, P.Eng.; Daniel Liao, P.Eng.; Matthew Jelavic, P.Eng.; Bill Allison, P.Eng.; Angel Serah; Daniel King, EIT; Ex-officio: George Comrie, P.Eng. (to April 2017); Bob Dony, P.Eng. (incoming president effective April 2017); Gerard McDonald, P.Eng.; Howard Brown; and Jeannette Chau, P.Eng. (staff advisor)

**Committee chair:** Darla Campbell, P.Eng.

**Staff advisor:** Jeannette Chau, P.Eng.

## Professional Engineers Awards Committee

(AWC)

The mandate of the Awards Committee (AWC) is to coordinate, manage, promote and monitor the Professional Engineers Ontario (PEO) Ontario Professional Engineers Awards (OPEA) Program, the Order of Honour (OH) Program, and external honours activities to support achievement of one of the objects of the act, which states, "Promote awareness of the profession's contribution to society and the role of the association."

### Internal Honours

#### *Order of Honour ceremony, 2016*

The following six exceptional professional engineers and one non-engineer were selected and recommended by the AWC, and approved without modification by Council for investiture into the Order of Honour on Friday, April 29, 2016. The Order of Honour ceremony was held during PEO's Annual General Meeting weekend at the Fairmont Royal York Hotel, Toronto.

**Officer:** Paul Charles DiNovo, BAsC, MBA, P.Eng., FEC and Stephen G. Jack, P.Eng.

**Member:** Raymond S. Hong, P.Eng., FEC; Angela R. Scott, P.Eng., FEC; Syd Van Geel, P.Eng., FEC; Dennis Woo, PhD, P.Eng.

**Honorary Member:** Martha Stauch, BA, MEd.

#### *Ontario Professional Engineers Awards (OPEA), 2016*

The OPEA are jointly awarded by PEO and the Ontario Society of Professional Engineers (OSPE). From the 30 nominations received by the deadline date, the following exceptional professional engineers were selected and recommended by the AWC, and approved without modification by Council and the OSPE Board. The OPEA gala was held on Saturday, November 19, 2016 at The International Centre, Toronto.

**Gold Medal:** Larry Seeley, MAsC, PhD, P.Eng.

**Engineering Medal:** J. Stewart Aitchison, PhD, P.Eng.; George Anders, PhD, P.Eng.; Ebrahim Bagheri, PhD, P.Eng.; Vaughn Betz, PhD, P.Eng.; Lin Tan, PhD, P.Eng.; Susan L. Tighe, PhD, P.Eng.; and John T.W. Yeow, PhD, P.Eng.

**Citizenship Award:** Valerie Davidson, PhD, P.Eng. and Eduardo (Ted) Maulucci, MBA, P.Eng.

#### *G. Gordon M. Sterling Engineering Intern Award, 2016*

This award recognizes exemplary leadership by a PEO applicant currently enrolled in the association's Engineering Intern program and is named for G. Gordon M. Sterling, P.Eng. (deceased) who was a past president of PEO, a Companion of the Order of Honour and a long-time volunteer. From the seven self-nominations received, the Sterling Subcommittee selected George G. R. Crouch, B.E.Sc., EIT, AMCSCE, CAPM, who was subsequently recommended by the AWC and approved by Council. The award was presented during the Order of Honour ceremony held on April 29, 2016 during PEO's Annual General Meeting weekend.

### **External Honours**

#### *Engineering Fellowship Award (FEC), 2016*

Engineers Canada recognized 36 Ontario volunteers who were recommended by PEO for having completed 10 years of noteworthy volunteer service to the engineering profession. Engineers upon whom this honour is bestowed are awarded the privilege of the use of the designation "Fellow of Engineers Canada", or FEC.

#### *Ontario Volunteer Service Awards*

In 2016, 35 successful nominations were submitted for the Ontario Volunteer Service Awards (OVSA), representing 16 PEO chapters and seven PEO Council/Committee/Task Forces.

#### *The Leading Women, Building Communities Award*

The Ontario Women's Directorate recognized four female engineers in 2016 for their leadership and promotion of women in engineering. The nominations were submitted jointly through PEO's External Honours Subcommittee and OSPE's Women in Engineering Advocacy Committee (WEAC).

### **Committee activity**

In 2016, the Awards Committee introduced various process improvements. A new form was introduced to facilitate nomination of Order of Honour upgrades and the OPEA nomination instructions and forms were revised to be more user-friendly. The Awards Committee Communications Plan was also updated to increase the activity and efforts to promote awareness of PEO's awards programs.

### **2016 Committee Membership**

Nancy E. Hill, P.Eng. (Chair); John Severino, P.Eng. (Vice Chair); Helen Wojcinski, P.Eng. (Past Chair); Rakesh Shreewastav (Council Liaison); Michael Ball, P.Eng.; Daniel Couture, P.Eng. (appointed by OSPE); Clare Morris, P.Eng. (appointed by OSPE); G. Ross Gillett, P.Eng.; Argyrios (Gerry) Margaritis, P.Eng.; and Stephen Tsui, P.Eng.

**Committee chair:** Nancy E. Hill, P.Eng.

**Staff advisor:** Fern Gonçalves, Director People Development

**Staff support:** Rob Dmochewicz, Recognition Coordinator

The Professional Standards Committee (PSC) met 10 times in 2016. Currently, the committee has 10 members.

**Practice guidelines**

*Structural Condition Assessments of Existing Buildings and Designated Structures*—Council approved this guideline on November 18, 2016.

*Structural Engineering Design Services in Buildings*—Council approved this guideline on June 24, 2016.

*Performance Audits and Reserve Fund Studies in Condominiums Guideline*—The subcommittee is finalizing this guideline for Council approval.

*Record Documents (formerly Review of Completed Works) Guideline*—The subcommittee is finalizing this guideline for Council approval.

*Solid Waste Management*—The subcommittee is finalizing this guideline for Council approval.

*Design Evaluations of Demountable Event Structures*—The subcommittee is developing a first draft of this guideline.

*Environmental Site Assessment, Remediation and Management*—Council approved forming a subcommittee to develop this guideline on November 18, 2016.

*Providing Reports on Mineral Projects*—Council approved forming a subcommittee to develop this guideline on November 18, 2016.

*Coordinating Licensed Professional*—Council approved forming a joint subcommittee with the OAA to develop this guideline on November 18, 2016.

*Emission Summary and Dispersion Model (ESDM)*—Council approved forming a subcommittee to develop this guideline and performance standard on September 23, 2016.

**Committee chair:** Nick Pfeiffer, P.Eng., PhD

**Staff advisor:** José Vera, P.Eng., Manager, Standards and Practice

## Task Forces

### Continuing Professional Competence Program Task Force

(CP)<sup>2</sup>

The task force held 11 meetings between February 2016 and January 2017. The task force had eight members, five Councillors and three members of the previous task force, as described in the Terms of Reference. Several senior staff members involved in implementation of the program were also present at the meetings. Annette Bergeron, P.Eng. was the chair.

The task force developed a detailed practice evaluation questionnaire, established many of the program's rules and procedures, and defined the specifications for the ethics refresher module. In order to refine the questionnaire, the task force held two focus group sessions and directed the implementation of a beta site that was made available to Council and then to all licence holders. Feedback from these consultations was used to revise the questionnaire that will be implemented in the program, which comes into effect on March 31, 2017.

The final report presented to Council on November 5, 2016, described in detail the proposed program.

**Committee chair:** Annette Bergeron, P.Eng., FEC

**Committee advisor:** Bernard Ennis, P.Eng., Director, Policy and Professional Affairs

### Council Composition Task Force

(CCTF)

The Council Composition Task Force was established by PEO Council at the September 23, 2016 meeting. The key duties and responsibilities of the Task Force were outlined in the Terms of Reference.

1. Examine the issue of Council size and composition including an analysis of board sizes and compositions at other self-regulating associations in Ontario and other engineering associations across the country.
2. Provide a report to Council no later than at its September 2017 meeting, detailing pros and cons, principles and recommendations regarding Council size and composition.
3. Circulate the draft report to the Human Resources Committee (HRC) and Advisory Committee on Volunteers (ACV) for peer review prior to submission to Council.

The Terms of Reference directed that the task force shall consist of six members, with at least three being current or former PEO councillors, including a lay LGA and up to three being current PEO members at large.

The task force held its first meeting on October 20, 2016. Reports related to Council/board size and best practices, governance principles employed by constituent associations and not-for-profit organizations and board responsibilities/evaluation were compiled and reviewed. The task force also developed a Gantt chart to outline the steps required to produce their final report. A draft

report will be completed in May 2017 and will be peer reviewed by the HRC and ACV prior to the task force making its report to Council at the September 22, 2017 meeting.

### **2016 Membership**

Wayne Kershaw, P.Eng. (Chair); Roger Jones, P.Eng., (Vice Chair); Annette Bergeron, P.Eng.; Sabrina Dias, P.Eng.; Tim Kirkby, P.Eng.; and Lew Lederman, QC

**Committee chair:** Wayne Kershaw, P.Eng.

**Staff advisor:** Scott W. Clark, LLB, Chief Administrative Officer

**Committee support:** Ralph Martin, Manager, Secretariat and Dale Power, Secretariat Administrator.

## **Council Term Limits Task Force**

**(CTLTF)**

The Council Term Limits Task Force was established by PEO Council at the February 5, 2016 meeting. The key duties and responsibilities of the Task Force were outlined in the Terms of Reference.

1. Examine the issue of term limits for all Council positions including an analysis of practices at other self-regulating associations in Ontario and other engineering associations across the country.
2. Examine the issue of succession planning for all Council positions.

The Terms of Reference directed that the task force shall consist of six members, all of whom shall be either current or former PEO Councillors.

The task force held its first meeting on March 17, 2016 and has subsequently held 15 meetings, both teleconference and face to face, ending in February 2017. During its research phase, the task force, with the help of PEO staff, conducted six studies including a detailed look at PEO Councillors' terms of service and term limits employed by constituent associations and other not-for-profit organizations. A total of 30 articles and publications on term limits and succession planning were used to provide an understanding of best practices. Two consultants in the field of board/committee governance made presentations to the task force at its May 2016 meeting to obtain the latest information on good governance. The task force also reviewed the roles and responsibilities of PEO Council, nomination and governance committees along with succession planning employed by constituent associations and not-for-profit organizations. PEO staff conducted an if-then exercise to more clearly define its problem statement.

Starting in September 2016, the task force prepared its draft report, starting with developing a conclusions matrix. The report was then prepared to express these conclusions in text and provide the background and rationales for them. Recommendations for how PEO should proceed with term limits and succession planning were included. A number of review meetings have honed the draft materials and resulted in a 26-page report with a 30-item bibliography and 81 pages of additional information compiled into six appendices. The draft report was issued for peer review on December 15, 2016.

Peer reviews of the task force draft report were completed by the CESC, HRC and LEC in January, 2017. Comments from the peer reviews were individually responded to and incorporated as



appropriate into the final report during February. A plenary presentation to Council took place on February 2, 2017, including a lively feedback session and discussion. The task force's final report to Council was submitted at the end of February for inclusion in the Council package for the March 24, 2017 meeting.

Following this meeting, the task force was stood down with thanks from Council.

### **Task Force Membership**

Rob Willson, P.Eng. (Chair); Nancy Hill, P.Eng. (Vice-Chair); Paul Ballantyne, P.Eng.; Len King, P.Eng. (Resigned); Martha Stauch, MEd; and Michael Wesa, P.Eng.

**Committee chair:** Rob Willson, P.Eng.

**Staff advisor:** Scott W. Clark, LLB, Chief Administrative Officer

**Committee support:** Ralph Martin, Manager, Secretariat and Dale Power, Secretariat Administrator.

## **National Framework Task Force**

**(NFTF)**

The Framework for Regulation (formerly the Canadian Framework for Licensure (CFL)) was initiated by agreement of the presidents at the meeting of members in Montreal on May 23, 2009 to “continue to explore, under the auspices of Engineers Canada, a national framework for licensure by requesting the CEO Group to develop a guideline for licensure, consistent with the requirements of the Agreement on Internal Trade.”

In late 2014, Engineers Canada reconstituted the CFL as the Framework for Regulation, which is to be a set of aspirational elements that form the baseline for engineering regulators. On June 29, 2016, the Registrar received e-mail correspondence from Engineers Canada, indicating that 13 new elements have been posted on their website with an open invitation to regulators to comment. In order to respond to the work of the original Canadian Framework for Licensure, PEO had formed the National Framework Task Force (NFTF). The purpose of the NFTF was to explore the potential value to the public and profession of a national framework and participate in the development of PEO's position on a national framework. Given the inactivity on this matter, the NFTF has been dormant for the last two years.

In July 2016, PEO's Executive Committee agreed that the NFTF, chaired by Diane Freeman, was the best vehicle to provide comment on the 13 new elements on PEO's behalf. Members of the task force met on Tuesday, October 11, to review their terms of reference and membership. This was done in view of how best to assist PEO Council with providing input to the 13 consultation documents issued in draft by the Engineers Canada Framework for Regulation group. NFTF members also established a methodology and process for providing PEO Council with recommendations on the elements, as well as other forthcoming elements. Staff began preparing a summary chart that lists each element, identifies the problem definition and the policy intent, and any PEO positions or Council directions on matters related to the elements. The task force will continue meeting early in 2017, with a goal of proposing recommendations for review by Council sometime that year.

**Committee chair:** Diane Freeman, P.Eng.

**Committee advisor:** Johnny Zuccon, P.Eng., Deputy Registrar, Tribunals and Regulatory Affairs

**Notes**

## **Mission**

Regulate and advance the practice of engineering to protect the public interest

## **Vision**

The trusted leader in professional self-regulation

## **PEO Core Values**

Accountability

Respect

Integrity

Professionalism

Teamwork



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