



# Minutes

## LEGISLATION COMMITTEE MEETING

Monday, May 9, 2016 - 11:00 a.m.

PEO Offices - Room 1C

### Members:

Christian Bellini, P. Eng.

Bob Dony, P. Eng. (Vice-Chair / President-Elect, Ex-Officio Member)

Roydon Fraser, P. Eng. *[via teleconference]*

Gary Houghton, P. Eng.

Bill Kossta

Ewald Kuczera, P. Eng. (Chair)

### Regrets:

George Comrie, P. Eng. (President-Elect, Ex-Officio Member)

### Staff:

Jordan Max, Manager, Policy

Gerard McDonald, P. Eng., Registrar

Andrew Tapp, Policy Analyst

Johnny Zuccon, P. Eng., Deputy Registrar, Tribunals and Regulatory Affairs

## 1. PROCEDURAL

### 1.1 Past Chair's Remarks and Orientation for Members

Pending the election of a new Chair, Vice-Chair R. Dony offered to chair the meeting, which was accepted by the members.

The meeting was called to order at 11:06 a.m., and the acting Chair welcomed and thanked everyone for attending.

J. Max provided an orientation on the following topics and documents, which had been posted in the Committee's SharePoint folder for this meeting:

- (a) Legislation Committee Terms of Reference
- (b) Regulation-Making Process
- (c) Legislative Process
- (d) Act Change Protocol
- (e) Regulatory Policy Protocol
- (f) Regulatory Conflict Criteria
- (g) Bill 68 Proclamations List
- (h) Policy Log (Regulation Amendment Requests)
- (i) Future Act Changes Log

In reviewing item (h), G. McDonald questioned the status of the By-Law revision by the Finance Committee. Staff replied that a memo was sent back to the Finance Committee in July 2014, but that no response had been received and that follow-up is required.

It was also noted by staff that item (h) needs to be updated as of the last year's meetings, and merge Act change requests.

**Action:** Staff to follow up with Finance Committee on the status of the draft By-Law revisions to move fees from the Regulation into the By-Law. Staff to update the Policy Log and to merge future Act changes for the next Legislation Committee meeting.

## 1.2 Appointment of Chair and Vice-Chair

The Acting Chair called for nominations for the position of Chair for 2016-17. He nominated E. Kuczera, who accepted the nomination. There were no other nominations.

A motion was made to appoint E. Kuczera as Chair of the Legislation Committee for its 2016-17 term.

**Moved by: B. Dony**                      **Seconded by: B. Kossta**                      **CARRIED**

The new Chair then called for nominations for the position of Vice-Chair of the Legislation Committee for 2016-17. B. Dony was nominated as Vice-Chair and accepted the nomination. There were no other nominations.

A motion was made to appoint B. Dony as Vice-Chair of the Legislation Committee for its 2016-17 term.

**Moved by: B. Kossta**

**Seconded by: C. Bellini**

**CARRIED**

1.3 Approval of Agenda

The members were asked if there were any additions or changes to the agenda. No additions or changes were provided.

A motion was made to approve the agenda as written.

**Moved by: B. Dony**

**Seconded by: B. Kossta**

**CARRIED**

1.4 Approval of Minutes of April 8, 2016 Meeting

The members were advised that, as per the Committee's practice, the previous year's Committee members had been asked to approve the draft minutes, and their replies indicated there were no additions or changes to the Minutes as drafted.

1.5 Action Items Update from April 8, 2016 Meeting

The members were referred to the Actions Items Update document included in the agenda package. J. Max updated the Committee as noted in the "Status" column of the table.

With respect to the Supervising and Delegating Standard, staff had presented the Legislation Committee's position to the Professional Standards Committee, who would be making a decision at its next meeting.

With respect to the Discipline Committee panel composition Briefing Note, previous Chair R. Fraser noted that he had modified the draft Briefing Note sent to him by staff to highlight that the reason for deleting the substitution of previous Councillors on the Discipline Committee was unnecessary if Discipline Committee Councillors would still be members of the Discipline Committee. His revised Briefing Note was received by the Committee during this meeting, reviewed and agreed to by all that it should be forwarded to the PEO Secretariat so that it could be put on the June 23-24, 2016 Council meeting agenda.

**Action:** Staff to forward the version of the Briefing Note on Discipline Committee panel composition to the PEO Secretariat to include on the June 2016 Council agenda.

## 2. FOR DECISION

### 2.1 Monthly Meeting Schedule for Committee Year 2016-2017

The Committee members discussed the schedule for the rest of the year and agreed that, generally speaking, meetings should take place monthly on the first Friday of the month, from 11:00 a.m. to 2:00 p.m., except in June 2016 (Tuesday June 7, 2016 was selected as the meeting date), and that there should not be a meeting in July 2016. Staff were requested to draft a schedule and circulate to the Committee members, including automatic reminders using the Outlook calendar.

**Action:** Staff to draft the Legislation Committee meeting schedule for 2016-2017, as noted, and send to the members, using Outlook for recurring meeting dates and reminders.

## 3. FOR DISCUSSION

### 3.1 Legislation Committee Work Plan 2015-2016

J. Max referred to the Work Plan, as found in this meeting's orientation, and asked whether the Committee members would like staff to draft an updated version based on the Committee's current and expected projects. The Committee members affirmed this.

The Chair also noted that he would appreciate receiving all materials at least one week in advance of each meeting.

**Action:** Staff to draft the 2016-2017 Legislation Committee Work Plan for the next meeting and, in general, to provide all meeting materials one week in advance of each meeting.

### 3.2 Registration Committee Proposal for Act Change

J. Max referred to the memo received from the Chair of the Registration Committee proposing changes to remove the 30-day scheduling requirement, and addressing the role of the Registration Committee Chair and Vice-Chair. The Committee briefly discussed the proposal, and G. McDonald suggested that the matter be better understood at a staff level first before the Chair would write a memo to the Chair of the Registration Committee asking for answers to the three initial questions contained in the Act Change Protocol. Staff should conduct a historical review of the changes made in 2010 under the *Open for Business Act*, including any rationales or evidence provided at the time, and report back to the Committee at its next meeting.

E. Kuczera also suggested that, in future, there should be a staff presentation to each committee on the policy development role of the other committees and how this relates to the Legislation Committee's function.

**Action:** Staff to meet with the staff advisor of the Registration Committee to clarify the problem and gather any evidence, and to conduct historical research into the 2010 changes in Sections 19(5) and 19.1(3) and (5), and report back to the Legislation Committee at its next meeting.

#### **4. NEXT MEETING AND ADJOURNMENT**

The meeting was adjourned at 2:00 p.m.

The next meeting is scheduled for Tuesday, June 7, 2016 at 11:00 a.m.