



# Minutes

## ADVISORY COMMITTEE ON VOLUNTEERS (ACV)

**Date:** Thursday, May 25, 2017

**Location:** PEO Offices, Room 1C

**Time:** 5:00pm – 8:00pm

<b>Attendance:</b>	<p>Chris Kan, P.Eng. – Chair Sean McCann, P.Eng. – Vice Chair Michael Chan, P.Eng. Denis Dixon, P.Eng. Márta Ecsedi, P.Eng. Lisa Lovery, P.Eng.</p> <p><b>Via teleconference:</b> Christian Bellini, P.Eng. – Council Liaison</p> <p><b>Regrets:</b> Doug Hatfield, P.Eng. Nick Colucci, P.Eng. Vic Pakalnis, P.Eng.</p> <p><b>Staff:</b> Fern Gonçalves – Director, People Development (Committee Advisor) Viktoria Aleksandrova – Committee Coordinator (Staff Support)</p>
<b>AGENDA ITEMS</b>	ROUTINE BUSINESS
<b>1.1 Welcome and Introduction</b>	The Chair welcomed everyone and called the meeting to order at 5:54pm.
<b>1.2 Approval of Agenda</b>	<p>Moved by Sean McCann, seconded by Márta Ecsedi:</p> <p><b>That the Agenda be approved as presented. MOTION CARRIED.</b></p>
<b>1.3 Approval of Minutes (March 2, 2017)</b>	<p>Moved by Sean McCann, seconded by Michael Chan:</p> <p><b>That the Minutes of the ACV meeting held on March 2, 2017 be approved as amended. MOTION CARRIED.</b></p>
<b>1.4 Council Update</b>	<p>A brief update on the Council meeting on April 22, 2017 was provided as follows:</p> <ul style="list-style-type: none"> <li>- Appointment of Council meeting Chair – Bob Dony, P.Eng.</li> </ul>



	<ul style="list-style-type: none"> <li>- Appointment of RCC Chair – Warren Turnbull, P.Eng.</li> <li>- Appointment of Vice President – Marilyn Spink, P.Eng.</li> <li>- Appointments to Board Committees, as outlined in the Roster.</li> </ul>
<b>2. COMMITTEE AND TASK FORCE TERMS OF REFERENCE</b>	
The ACV reviewed and discussed various committee terms of reference presented for ACV's review prior to presentation to Council.	
<b>2.1 Consulting Engineer Designation Committee (CEDC)</b>	Moved by Márta Ecsedi, seconded by Lisa Lovery. <b>That no recommendations/feedback be provided. CARRIED.</b>
<b>2.2 Education Committee (EDU)</b>	Moved by Sean McCann, seconded by Denis Dixon. <b>That no recommendations/feedback be provided. CARRIED.</b>
<b>2.3 Equity and Diversity Committee (EDC)</b>	Moved by Sean McCann, seconded by Denis Dixon. <b>That no recommendations/feedback be provided. CARRIED.</b>
<b>2.4 Enforcement Committee (ENF)</b>	Moved by Márta Ecsedi, seconded by Lisa Lovery. <b>That the following recommendations / feedback are provided to the committee:</b>  <p style="text-align: center;"><b>The proposed term limit for members is not in keeping with intent of Council's directive as it allows for a maximum of 20 years. The ACV is recommending that the Enforcement Committee (ENF) re-consider their proposed language, which reads:</b></p> <p style="text-align: center;"><b><i>'Members have the option to remain on the committee for a maximum of ten (10) terms. A member may be renewed for an additional ten (10) years or less subject to approval by the committee and final approval by Council.'</i> CARRIED.</b></p>
<b>2.5 Experience Requirements Committee (ERC)</b>	Moved by Michael Chan, seconded by Sean McCann. <b>That the following recommendations / feedback are provided to the committee:</b>  <p style="text-align: center;"><b>The committee provides additional explanation of why there are no term limits for members. CARRIED. 5 in favour, one against.</b></p>



<p><b>2.6 Professional Standards Committee (PSC)</b></p>	<p>Moved by Márta Ecsedi, seconded by Denis Dixon. <b>That no recommendations/feedback be provided. CARRIED.</b></p>
<p><b>2.7 Registration Committee (REC)</b></p>	<p>Moved by Michael Chan, seconded by Lisa Lovery. <b>That no recommendations/feedback be provided. CARRIED.</b></p>
<p><b>2.8 Term Limits Gap Analysis</b></p>	<p>Moved by Sean McCann, seconded by Márta Ecsedi. <b>That the ACV strongly recommend that:</b></p> <ol style="list-style-type: none"> <li><b>1. The Complaints Committee (COC) and Discipline Committee (DIC) comply with the Council’s directive to establish term limits for the role of chair, vice chair and members.</b></li> <li><b>2. The Academic Requirements Committee (ARC) provides additional explanation of why there are no term limits for members on the committee. CARRIED.</b></li> </ol>
<p><b>3. BUSINESS ARISING FROM PREVIOUS MINUTES AND ACTION ITEMS</b></p>	
<p><b>3.1 ACV Terms of Reference Revision</b></p>	<p>The Committee approved the revised Terms of Reference, as amended.</p>
<p><b>3.2 2017 Committee Chairs Workshop - Update</b></p>	<p>The Chair provided an update, as follows:</p> <ol style="list-style-type: none"> <li>1. The 2017 Committee Chairs Workshop Theme is <i>Volunteer Committee Challenges and Resolutions</i>.</li> <li>2. The shortlisted 2 potential facilitators are Gregg Brown and David Irvine. The subcommittee will be interviewing them in June.</li> <li>3. Canvas participants for submission of top 3 challenges.</li> </ol> <p>The ACV identified their challenges, as follows:</p> <ul style="list-style-type: none"> <li>- Attendance management;</li> <li>- Tasked with influencing without authority;</li> <li>- ACV not utilized as a n advisory resource by other committees;</li> <li>- Passing on and sharing learnings as part of succession planning and growth for committee;</li> <li>- Implementaion and follow through on good ideas;</li> <li>- Breaking down silo, more sharing and collaboration between committees.</li> </ul>



<b>3.3 Vital Signs Survey - Update</b>	Márta Ecsedi provided an update on the 2017 Vital Signs Survey.
<b>4. OTHER BUSINESS</b>	
<b>4.1 ACV representatives on VLCPC</b>	Márta Ecsedi expressed her interest in continuing to serve on the VLCPC for the second-term.  The second representative to be determined.
<b>5. MEETING EVALUATION [by all]</b>	
<b>6. SCHEDULE OF NEXT MEETINGS – AND – ADJOURNMENT</b>	
<b>Future Meetings and Adjournment</b>	The next ACV meeting/event dates are: <ul style="list-style-type: none"><li>• Thursday, August 10, 2017</li><li>• Thursday, September 28, 2017</li><li>• <i>Friday, November 3, 2017 – Committee Chairs Workshop</i></li><li>• Thursday, December 7, 2017</li></ul> The meeting was adjourned at 7:53pm.