

Briefing Note – Confirmation

C-552-1.1

CONFIRMATION OF NOTICE AND QUORUM

Purpose: Secretariat to confirm notice and quorum of the meeting.

Prepared by: Dale Power, Secretariat Administrator

Briefing Note - Decision

APPROVAL OF AGENDA

Purpose: To approve the agenda for the meeting.

Motion(s) to consider: (requires a simple majority of votes cast to carry)

That:

- a) the agenda, as presented to the meeting at C-552-1.2, Appendix A be approved; and*
- b) the Chair be authorized to suspend the regular order of business.*

Prepared by: Dale Power – Secretariat Administrator

Appendices:

- Appendix A – 552nd Council meeting agenda

**C-552-1.2
Appendix A**

Draft AGENDA

552nd Meeting of the Council of Professional Engineers Ontario
Friday, November 25, 2022 / 10:15 am – 4:30 pm / Lunch 1:00 – 1:45 pm
Virtual Delivery:

Join Zoom Meeting

<https://us02web.zoom.us/j/82148841916?pwd=M01nUThRcjQ0QTQwUFJESU9UUHBCdz09>

Meeting ID: 821 4884 1916

Passcode: 000372

Friday, November 25 – 10:15 am to 4:30 pm				
10:15 am	CALL TO ORDER – Formal Public Meeting Begins – Council Chambers			
	ACKNOWLEDGEMENT OF ATTENDEES (COUNCIL, STAFF AND GUESTS)			
1. <u>OPENING</u>		Spokesperson/ Moved by	Type	Time
1.1	CONFIRMATION OF NOTICE AND QUORUM	Secretariat	Confirmation	10:15
1.2	APPROVAL OF AGENDA	Chair	Confirmation	10:17
1.3	DECLARATION OF CONFLICTS OF INTEREST: Do any Councillors have a conflict to disclose	Chair	Exception	10:22
2. <u>EXECUTIVE REPORTS</u>		Spokesperson/ Moved by	Type	Time
2.1	PRESIDENT'S REPORT	Chair	Information	10:25
2.2	CEO/REGISTRAR'S REPORT	CEO/Registrar Zuccon	Information	10:35
<u>STANDING ITEMS</u>		Spokesperson/ Moved by	Type	Time
2.3	COMPLIANCE WITH FARPACTA: ACADEMIC EQUIVALENT QUALIFICATIONS AND EXPERIENCE ASSESSMENTS Council to approve the recommendations proposed by the RPLC	Councillor Chiddle (RPLC Chair)	Decision	10:55
BREAK: (11:55 – 12:05)				

2.4	2023 OPERATING BUDGET - Council to approve 2023 Operating Budget	Councillor Cutler (AFC Chair)	Decision	12:05
2.5	2023 CAPITAL BUDGET - Council to approve 2023 Capital Budget	Councillor Cutler (AFC Chair)	Decision	12:30
2.6	BORROWING RESOLUTION - Council to approve 2022 Borrowing Resolution	Councillor Cutler (AFC Chair)	Decision	12:40
2.7	SAFE DISCLOSURE (“WHISTLEBLOWER”) POLICY Council to approve the Safe Disclosure Policy	Councillor Roberge (HRCC Chair)	Decision	12:45
LUNCH (1:00 – 1:45)				
<u>REGULATORY AND GOVERNANCE ITEMS</u>		Spokesperson/ Moved by	Type	Time
2.8	DATA PROTECTION POLICY	President Colucci	Information	1:45
2.9	30 BY 30 METRICS	Past President Bellini	Information	2:00
2.10	NOTICE OF MOTION/COUNCILLOR ITEMS PROPOSED PURSUANT TO S.7.4 OF THE 2022-2023 SPECIAL RULES Members’ Referendum PEAK	Councillor Wowchuk	Discussion Decision	2:15
3. <u>CONSENT AGENDA</u>		Spokesperson/ Moved by	Type	Time
	Council members may request that an item be removed from the consent agenda for discussion.			2:35
3.1	MINUTES – 549 COUNCIL MEETING	Chair	Decision	
Regulatory Items				
3.2	CONSULTING ENGINEER DESIGNATION APPLICATIONS	Past President Bellini	Decision	
Governance Items				
3.3	ENGINEERS CANADA DIRECTORS REPORT	EC Directors	Information	
3.4	GOVERNANCE COMMITTEE REPORTS AND 2022-2023 WORKPLANS • Audit and Finance Committee (AFC) • Governance and Nominating Committee (GNC)	Committee Chairs	Information	

	<ul style="list-style-type: none"> Human Resources and Compensation Committee (HRCC) Regulatory Policy and Legislation Committee (RPLC) 			
3.5	CHANGES TO THE 2022 STATUTORY AND REGULATORY COMMITTEES' MEMBERSHIP LISTS	Past President Bellini	Decision	
Formal Public Meeting Ends BREAK (2:20 – 2:30)				
4.	<u>IN-CAMERA</u>	Spokesperson/ Moved by	Type	Time
4.1	DECLARATION OF CONFLICTS OF INTEREST	Chair	Exception	2:45
Consent Agenda				
4.2	IN-CAMERA MINUTES – 549 COUNCIL MEETING	Chair	Decision	2:50
4.3	HRCC IN-CAMERA REPORT	Councillor Roberge	Information	2:55
Regulatory Items				
4.4	DECISIONS AND REASONS	L. Latham - VP Regulatory Operations/ Deputy Registrar	Information	3:00
4.5	LEGAL UPDATE	L. Latham - VP Regulatory Operations/ Deputy Registrar	Information	3:05
Governance Items				
4.6	AWARDS COMMITTEE – ORDER OF HONOUR NOMINEES	Councillor Kirkby	Decision	3:10
4.7	2023 STERLING INTERN AWARD RECIPIENT	Councillor Kirkby	Decision	3:20
4.8	COUNCILLOR ITEMS Generative discussion		Discussion	3:25
BREAK: (3:30-3:40)				
4.9.	PEO'S ANTI-WORKPLACE VIOLENCE AND HARASSMENT POLICY: Council to receive violations, if any	Chair	Exception	3:40
4.10	In-Camera Dialogue with CEO/Registrar		Discussion	4:00
4.11	In-Camera Dialogue without CEO/Registrar		Discussion	4:15
4:30 pm	ADJOURNMENT - Formal Council Meeting Ends			

5.	NEXT MEETINGS
	<ul style="list-style-type: none"> • Board Meetings <ul style="list-style-type: none"> ○ February 24, 2023 ○ March 31, 2023 • Plenaries <ul style="list-style-type: none"> ○ January 27, 2023
	2022-2023 Committee meetings
	<ul style="list-style-type: none"> ○ AFC <ul style="list-style-type: none"> ▪ March 16, 2023 ○ GNC <ul style="list-style-type: none"> ▪ January 16, 2023 ○ HRCC <ul style="list-style-type: none"> ▪ December 9, 2022 ▪ February 2, 2023 ○ RPLC <ul style="list-style-type: none"> ▪ January 20, 2023
<p>Please note that in order to streamline the agenda, additional material for each Council meeting is provided in the Resource Centre area of Diligent Boards (navigate to the folder “Reports” and the sub-folders therein for the applicable year and Council meeting). The additional material includes committee reports, statistics, governance committee minutes, and the Council Decision Log; and can be discussed at the meeting if a Councillor asks to address a specific item. Material submitted/anticipated as of November 18th are as follows:</p> <ul style="list-style-type: none"> • Audit and Finance Committee (AFC) Approved minutes <ul style="list-style-type: none"> ○ September 8, 2022 • Governance and Nominating Committee (GNC) Approved minutes <ul style="list-style-type: none"> ○ September 9, 2022 ○ October 17, 2022 • Regulatory Policy and Legislation Committee (RPLC) Approved minutes <ul style="list-style-type: none"> ○ August 12, 2022 ○ September 9, 2022 ○ September 28, 2022 ○ October 14, 2022 • RCC • Stats • Council Decision Log 	

Councillors Code of Conduct

Council expects of itself and its members ethical, business-like and lawful conduct. This includes fiduciary responsibility, proper use of authority and appropriate decorum when acting as Council members or as external representatives of the association. Council expects its members to treat one another and staff members with respect, cooperation and a willingness to deal openly on all matters.

PEO is committed that its operations and business will be conducted in an ethical and legal manner. Each participant (volunteer) is expected to be familiar with, and to adhere to, this code as a condition of their involvement in PEO business. Each participant shall conduct PEO business with honesty, integrity and fairness and in accordance with the applicable laws. The Code of Conduct is intended to provide the terms and/or spirit upon which acceptable/unacceptable conduct is determined and addressed.

At its September 2006 meeting, Council determined that PEO volunteers should meet the same obligations and standards regarding conduct when engaged in PEO activities as they are when engaged in business activities as professional engineers.

[s. 2.4 of the Council Manual]

Briefing Note – Exception

C-552-1.3

CONFLICTS OF INTEREST

Purpose: Councillors are required to identify any real or perceived conflicts of interest that exist or may exist related to the open Council agenda.

No motion required

Prepared by: Dale Power, Secretariat Administrator

Councillors are to declare and refrain from participating in any Council matters where they might have a real or perceived conflict of interest

The Council Chair is responsible for ruling on whether a conflict exists if there is a dispute.

The Councillor with a conflict of interest will be required to leave the Council meeting for the duration of the agenda item, including for any respective votes.

If a Councillor wishes guidance on how to identify any conflicts of interest, the following 9-minute video can be referred to:

https://www.youtube.com/watch?v=fjebnky_j6M

Attached is the link to the “Eliminating Bias in the Registration Process Policy” which references Conflict of Interest.

<https://www.peo.on.ca/sites/default/files/2021-03/policy-eliminating-bias.pdf>

Briefing Note – Discussion

C-552-2.1

PRESIDENT'S REPORT

Purpose: To inform Council of the recent activities of the President.

Motion(s) to consider:

none required

President Colucci will provide a report on his recent PEO activities, followed by discussion.

Briefing Note – Discussion

C-552-2.2

CEO/REGISTRAR'S REPORT

Purpose: To present the CEO/Registrar's Report.

No motion required.

Prepared by: Dale Power, Secretariat Administrator

The CEO/Registrar's report is attached.

Appendix A – CEO/Registrar's Report

CEO/Registrar Update

Johnny Zuccon, P.Eng., FEC, CEO/Registrar
Prepared for PEO Council, November 25, 2022

Action Plan

Mandatory Continuing Professional Development Update (PEAK Program)

Overview

Council is aware that section 51.2 of Regulation 941—which describes new continuing education and professional development requirements for licence holders—will take effect on January 1, 2023. Council is also aware that PEO is preparing to launch a mandatory version of the Practice Evaluation and Knowledge (PEAK) program on January 1, 2023, to administer the requirements of this new regulation section.

Incremental Roll-out

Phase 1 of the program involves the introduction of the mandatory program with these three elements on January 1, 2023:

1. Practice Evaluation to evaluate the licence holder's practice activities and determine their target CPD hours for the calendar year;
2. Professional Practice Module to learn about professional practices and regulatory processes; and
3. Continuing Professional Development Report to declare to PEO the CPD activities completed by the licence holder.

All licence holders are required to log into the portal and complete the first element by the end of January 2023.

An individual who self-declares as "practising" professional engineering must complete all three elements of the program, whereas an individual who either self-declares as "not practising" professional engineering or is not practising for other reasons must complete two elements of the program.

Phase 2, starting in 2024, will introduce enforcement measures for non-compliance with the mandatory program. Measures will include administrative suspensions and audits.

Admissible CPD

Under the PEAK program, hours spent practising or working as an engineer do not meet CPD criteria. Acceptable CPD activity must satisfy the following criteria:

- Help the licence holder maintain—or enhance—their competence to practise professional engineering;

- Have engineering learning content that is directly related to their engineering practice areas; and
- Address technical or regulatory knowledge about acts of professional engineering;

The program will accept a variety of learning formats. Admissible activities may be free or paid. Likewise, activities can be self-paced or instructor led.

Communication and Outreach

Last month, PEO updated the PEAK program webpage and circulated to licence holders a new video that introduces the program. Presentations on the PEAK program were delivered to Council, chapter and government liaison volunteers, as well as engineering advocacy groups. PEO will also be hosting a PEAK webinar for licence holders later this year. Additionally, a regulatory notice will be mailed to licence holders in December 2022 to inform them of the roll out of the mandatory program. Additional information is available on the PEAK webpage (www.peopeak.ca). Individuals can also direct questions and feedback to peopeak@peo.on.ca.

Operations

Licensing

FARPACTA project

As previously reported, amendments to the *Fair Access to Regulated Professions and Compulsory Trades Act, 2010* (FARPACTA) by the *Working for Workers Act, 2021* and the *Working for Workers Act, 2022* will require significant changes to how we process applications for licensure within the scope of our existing *Professional Engineers Act* and regulations. In particular, the amended FARPACTA legislation obliges us to:

- Define what constitutes a completed application;
- Confirm receipt of a completed application within 10 days; and
- Deliver a “registration decision” (that is, the registrar’s decision to either issue a licence or a notice of proposal to refuse to issue a licence) within six months.

In addition, FARPACTA has eliminated the Canadian experience requirement for licensure by PEO. Unless an exception is granted by the government by December 2023, on the basis of “health and safety,” the Canadian experience requirement in the regulation is deemed to have no force and effect. A policy-based review of whether PEO might fit within such an exception remains ongoing and will be reported to the Regulatory Policy and Legislation Committee (RPLC) and Council as it progresses. For now, the working assumption is that the Canadian experience component of licensure, in the form described in our regulation, cannot be justified.

Working with RPLC, operational changes to comply with FARPACTA have focused on front-ending the requirements for what constitutes a complete application. Subject to Council’s approval of recommendations from RPLC, staff will implement the requisite changes at an operational level.

Implementing the new operational requirements will include enhanced automation of our existing processes. We have engaged the services of external project management specialists and IT vendors to facilitate the rollout of a refined end-to-end digital processing system. We anticipate signing off on functional requirements for the new system by year end.

We are also developing and deploying a significant stakeholder engagement initiative. Time is of the essence. Regardless, we want to be sure that PEO stakeholders and especially those contemplating licensure, are at least aware of the changes we are required to make and are adequately prepared for the impact that they might have.

In addition to mandating operational changes, FARPACTA will require us to address consequential changes to our existing regulations. The major impact on the *Professional Engineers Act* will be in respect of the Engineering Internship

(EIT) program. Currently, the EIT program is only available to those who apply for licensure. Because applicants will be required to have four years of experience at the time of application, the EIT program is effectively inoperable. However, support will continue to be provided to those who are in the EIT program as of July 1, 2023, the date on which the FARPACTA changes must take effect. Further review of PEO's approach to licensing, independent of the FARPACTA-driven initiatives, will need to consider the most effective way of ensuring that experience gained prior to licensure is meaningful for the applicant and, above all, serves public health and safety. Broad stakeholder engagement in this type of review will, of course, be crucial.

Information Discovery and Digitization Capacity Project

As the beginning of November 2022, more than 19,000 of the 21,000 paper-based in-process P.Eng. licence application files have been fully digitized. As workflow balancing associated with paper file quality assurance and destruction and training for the launch of a new higher-speed scanner occurred in October, the target for completion of digitization of the 21,000 application files is now estimated to be at the end of December 2022. Other paper-based application inventory (e.g., certificate of authorization application files) will be digitized following completion of the P.Eng. file digitization and is expected to be completed during the first quarter of 2023.

Application Processing

The volume of licence applications received to date in 2022 is almost double the volume received over the same period in 2021. See Figure 1. Licence approvals are also up. See Figure 2.

Figure 1. Breakdown of P.Eng. licence applications received, January–October 2021 versus January–October 2022

Applications Received Jan–Oct 2021								
Gender	Female		Male		Unspecified		Totals	
CEAB	452	20%	1845	80%	4	0.2%	2301	
Non-CEAB	708	18%	3320	82%	11	0.3%	4039	
Totals	1160	18%	5165	81%	15	0.2%	6340	
Applications Received Jan–Oct 2022x`								% change
Gender	Female		Male		Unspecified		Totals	
CEAB	1033	23%	3530	77%	21	0.5%	4584	99%
Non-CEAB	1180	16%	6232	84%	18	0.2%	7430	84%
Totals	2213	18%	9762	81%	39	0.3%	12014	89%

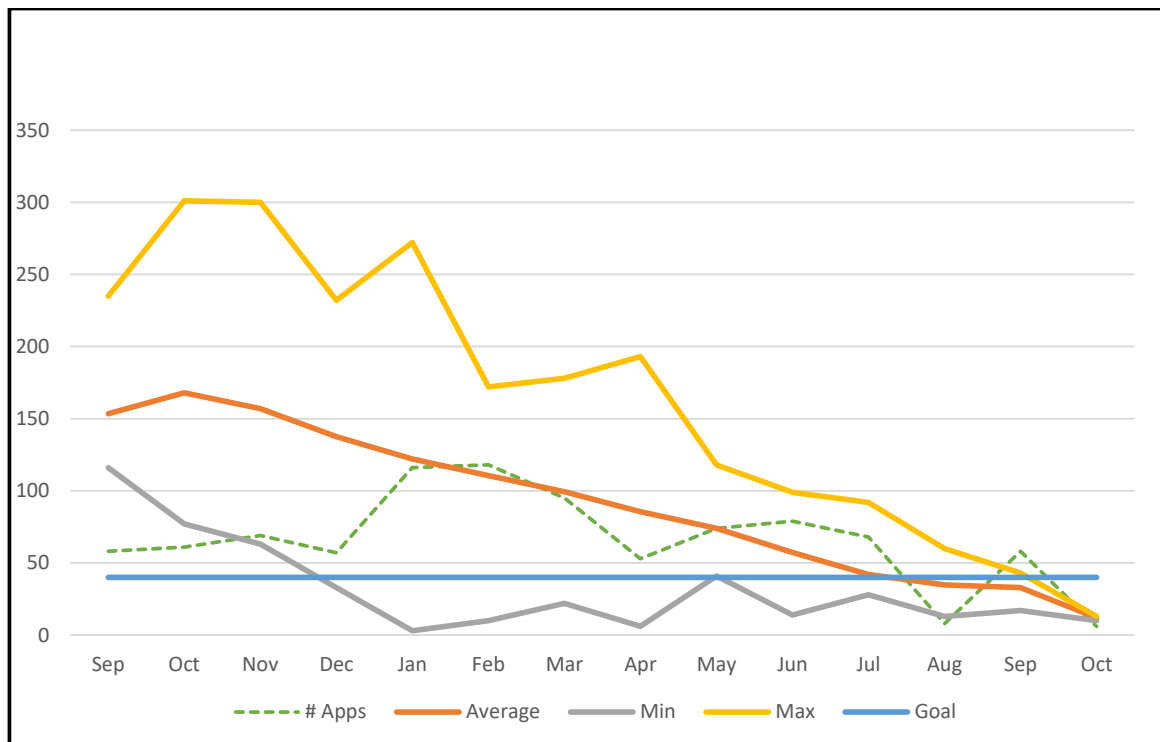
Figure 2. Breakdown of P.Eng. licence applications approved, January–October 2021 versus January–October 2022

P.Eng. Licences Approved Jan–Oct 2021								
Gender	Female		Male		Unspecified		Totals	
CEAB	478	20%	1867	80%	1	0.0%	2346	
Non-CEAB	182	16%	968	84%	0	0.0%	1150	
Totals	660	19%	2835	81%	1	0.0%	3496	
P.Eng. Licences Approved Jan–Oct 2022								% change
Gender	Female		Male		Unspecified		Totals	
CEAB	536	19%	2245	81%	5	0.2%	2786	19%

Non-CEAB	205	16%	1038	84%	0	0.0%	1243	8%
Totals	741	18%	3496	81%	5	0.1%	4029	15%

Figure 3 shows that processing times for interprovincial transfers has improved significantly during 2022. The average processing times met the goal for FARPACTA compliance as of August, and PEO will likely achieve full compliance for a majority of transfer applications by the end of 2022.

Figure 3 – Interprovincial Transfer Application Processing Days 09/21 to 10/22



ERC Reviews

An average of 52 interviews per month were held between May and October 2022. In August, staff introduced paper-based assessments as another method of assessing applicants (as an alternative to interviews). Since then, the average of ERC recommendations per month has increased to 66. At this juncture, the time to clear the anticipated backlog for ERC matters is estimated to be between seven and 10 months.

ARC Reviews

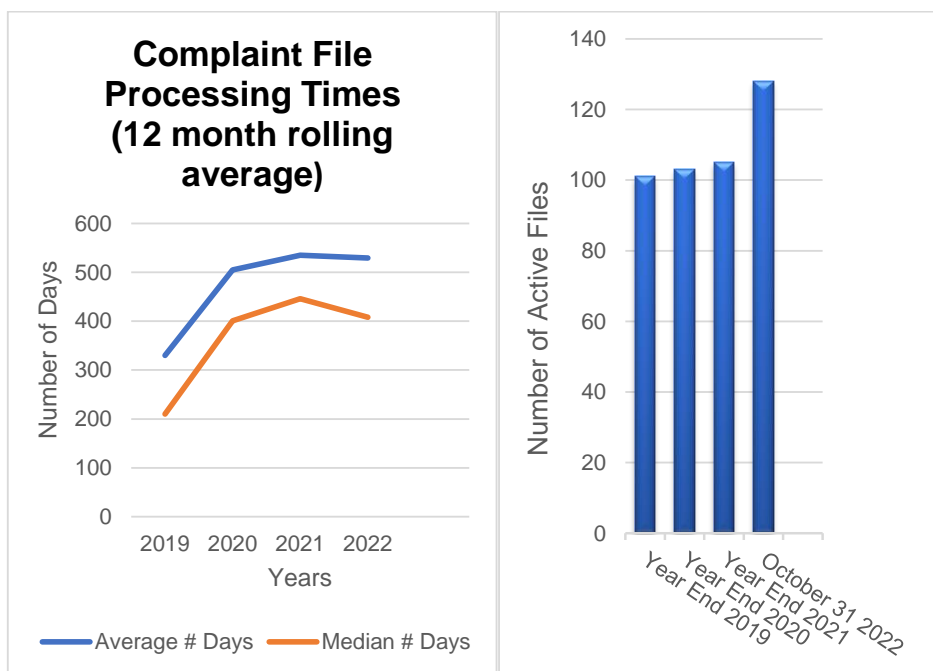
Staff have been working closely with the chairs of ARC to manage the surge in new application files. The accumulated inventory of ARC matters as of early November is over 1000 files, in part because of the need for discipline-specific assessments.

Regulatory Compliance

Complaints

The number of open active complaint files has increased as compared to the last three years, with this point in 2022 seeing an approximate 30 per cent increase in the number of open active complaints. Processing times have also been impacted. See Figure 4.

Figure 4 Complaint File Processing Times and Active Files, 2019 to date



Enforcement

The enforcement case load has experienced minimal change overall in comparison to the same period for 2021. Currently there are 435 files, compared to 437 at the same point last year. A total of 281 files have been opened in the year to date and 264 were closed. This compares to 224 opened and 246 closed in the same period in 2021.

Finance

For the nine months ending September 30, 2022, revenues earned were \$22.6 million, and expenses incurred were \$21.1 million, resulting in an excess of revenue over expenses of approximately \$1.5 million, as shown in Figure 5. The decrease in revenues in comparison to the prior year actuals for the same period by approximately \$1.1 million is largely attributable to lower-than-expected investment income due to unfavourable market conditions. This reduction in revenue was partially offset by an increase in P.Eng. application revenue, EIT fees and other revenues.

On the expense side, there were approximately \$21.1 million in total expenses for the nine months ending September 30, 2022, versus a spend of just over \$18.6 million during the same period in the prior year. Special project spending has increased due to various initiatives primarily related to IT.

Figure 6 shows cash reserves of approximately \$7.4 million and an investment portfolio of \$26.4 million as of September 30, 2022, in comparison to cash reserves of \$9.6 million and an investment portfolio of \$19.5 million, respectively as of September 30, 2021.

Figure 5 Revenues and expenses as of September 30, 2022

	2022 Actual	2021 Actual	Variance (Fav / Unfav)
TOTAL REVENUES	\$22,600,746	\$23,696,135	-\$1,095,389
Operations expenses	\$18,953,075	\$17,981,445	-\$971,630
Special project exp.	\$2,180,667	\$661,326	-\$1,519,341
TOTAL EXPENSES	\$21,133,742	\$18,642,771	-\$2,490,971
Excess of Rev. over Exp.	\$1,467,004	\$5,053,364	-\$3,586,360

Figure 6 Assets and liabilities as of September 30, 2022

	2022 Actual	2021 Actual	Variance (Fav / Unfav)
Cash	\$7,422,511	\$9,623,384	-\$2,200,873
Other current assets	\$664,440	\$1,062,719	-\$398,279
Marketable securities	\$26,438,839	\$19,549,577	\$6,889,262
Capital assets	\$28,705,007	\$29,959,348	-\$1,254,341
Total assets	\$63,230,797	\$60,195,028	\$3,035,769
Current liabilities	\$15,390,720	\$14,048,083	-\$1,342,637
Long term debt	\$635,103	\$1,723,899	\$1,088,796
Employee future benefits	\$11,250,250	\$13,788,822	\$2,538,572
Net assets	\$35,954,724	\$30,634,224	\$5,320,500
Total liabilities & net assets	\$63,230,797	\$60,195,028	\$3,035,769

Remissions and Resignations

The data in Figures 7 and 8 show the monthly breakdown of the number of members seeking fee remission in 2022 and 2021, respectively. In 2022, the average monthly number of members seeking remission as of September 30, 2022, is 233 in comparison to 245 for 2021. The number of P.Engs as of September 30, 2022, increased by 1,690 to 87,655 members in comparison to 85,965 members as of September 30, 2021.

Figure 7 Remission and resignation stats for 2022

Remission Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Monthly Ave.
Parental leave	14	10	20	13	21	13	8	17	15				131	15
Postgraduate	7	8	5	12	14	4	6	2	8				66	7
Unemployment	161	106	146	142	113	107	104	129	109				1117	124
Temporary health	7	4	3	5	5	7	4	0	2				37	4
Permanent health	2	1	9	4	3	1	2	9	3				34	4
Retired	84	99	88	51	80	76	47	93	90				708	79
Total	275	228	271	227	236	208	171	250	227				2093	233
Cumm. Total	275	503	774	1001	1237	1445	1616	1866	2093					

Resignations		890	99
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Figure 8 Remission and resignation stats for 2021

Remission Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Monthly Ave.
Parental leave	18	20	19	11	11	14	15	19	18	16	25	13	199	17
Postgraduate	9	10	10	8	4	5	3	5	7	8	6	4	79	7
Unemployment	220	135	158	140	144	106	124	130	140	125	127	94	1643	137
Temporary health	3	4	6	4	4	3	4	3	1	2	4	1	39	3
Permanent health	4	4	3	3	6	2	4	3	2	2	7	3	43	4
Retired	105	99	74	73	95	64	53	79	68	77	96	53	936	78
Total	359	272	270	239	264	194	203	239	236	230	265	168	2939	245
Cumm. Total	359	631	901	1140	1404	1598	1801	2040	2276	2506	2771	2939		
Resignations													876	73

Human Resources

While we continue to plan for future growth and modernize PEO, it is critical that we continue to build and support a motivated, satisfied and skilled workforce ready and willing to help PEO thrive and succeed in the years ahead. We are moving to fill vacancies in a number of key areas, principally IT, Communications, Investigations and at the executive leadership team level.

HR plans to support training and staff development to enable staff to deal with the technical requirements that will result from FARPACTA and ongoing digitization and automation of our work.

HR has embarked on other vital initiatives connected to our commitment to being an employer of choice, including:

- Creating a pulse survey to measure employee engagement;
- Continuing to promote flexible work environment;
- Focusing on employee recognition via our internal newsletter;
- Promoting professional development; and
- Increasing communication and transparency around workflow processes

Briefing Note – Decision

C-552-2.3

FARPACTA COMPLIANCE – LICENSING PROCESS – ACADEMIC EQUIVALENT QUALIFICATIONS AND EXPERIENCE ASSESSMENTS

Purpose: For Council to decide on academic equivalent qualifications and the experience assessment method with respect to compliance of PEO's Licensing Process with FARPACTA.

Motion(s) to consider: (requires a majority of votes cast to carry)

1. That Council recognize that obtaining a bachelor's degree in an engineering program that is included in the International Institutions and Degrees Database (IIDD) administered by Engineers Canada, subject to successful completion of a confirmatory examination program, is the engineering educational qualification equivalent to a bachelor's degree in a Canadian engineering program that is accredited to the Council's satisfaction.
2. That Council support the use of a competency-based assessment model including ethics indicators to confirm that an applicant for a licence has sufficient experience to enable them to meet the generally accepted standards of practical skill required to engage in the practice of professional engineering.
3. These motions are effective as soon as adequate notice of any change in requirements is given to prospective applicants but in any case will apply to new applicants not later than July 1, 2023.

[Regulation 941, s. 33(1) paras. 1, 4]

Prepared by: J. Max, Manager, Policy, Policy & Governance Division

Moved by: C. Chiddle, P.Eng., Chair, Regulatory Policy and Legislation Committee

1. Need for PEO Action

- As of July 1, 2023, complying with the new FARPACTA requirements for a Registrar's decision on a complete application (within ten days) and a registration decision in all aspects of licensing requirements (within six months), through transparent, objective, impartial and fair assessment methods require PEO to redesign the academic assessments component in its licensing process. The December 2, 2023 FARPACTA prohibition of a Canadian experience requirement also requires Council to decide on the future of this requirement.
- Most of the necessary licensing process redesign changes fall within the Registrar's exclusive operational authority, however there are two elements that require Council to exercise its Direction authority on regulatory decisions; academic qualification equivalency as well as experience assessment and the Canadian experience requirement.

Academic Assessment and Equivalency

- At its September 28, 2022 meeting, the Regulatory Policy and Legislation Committee (RPLC) recommended that Council recognize that a Bachelor of Engineering degree, subject to legitimacy confirmation (i.e., must be included in the IIDD list and subject to successful completion of a confirmatory examination program), is the minimum

academic requirement for those not applying from programs accredited to Council's satisfaction.

- Since the Academic Requirements Committee (ARC) currently assesses engineering educational equivalent qualifications by exempting from or assigning a PEO technical examination program to be completed, modifications to examinations are required. On average, those assigned exams take 30 months to complete. To meet FARPACTA's six-month registration decision timeframe, it is necessary to standardize "equivalent qualifications" and to move academic assessment to the "front end" (pre-application) stage, as well as to standardize and reduce the number of confirmatory exams.
- Regulation 941 states that an applicant for a P.Eng. licence must have "a bachelor's degree in a Canadian engineering program that is accredited to the Council's satisfaction" (s. 33(1)1i) or "equivalent engineering educational qualifications recognized by the Council" (s.33(1)1ii.) The inference is that "equivalent" in this context means equivalent to the CEAB-accredited academic qualifications for licensure. Council is being asked for direction using its authority to recognize a four-year (bachelor) degree in engineering from an engineering program as "equivalent engineering educational qualifications" to standardize the Registrar's determination of whether an international applicant has met the academic requirements specified in the regulations.
- If the motion passes, PEO will stipulate as academic requirements for the filing of an application for a P.Eng. licence the following:
 - Evidence that the applicant has, as a minimum, a four-year (bachelor of) engineering degree from an engineering program, relying on the Engineers Canada's International Institutes and Degrees Database (IIDD) as the standard means for determining whether in fact a degree can be considered a Bachelor of Engineering; (see Appendix A for a fact sheet on IIDD); and
 - Successful completion of a confirmatory examination program, in a manner and form to be determined, based on the ARC's experience in developing exams.

Experience Assessment and Canadian Experience Requirement

- At its November 14, 2022 meeting, RPLC recommended that PEO Council adopt a competency-based assessment model to confirm that an applicant for a licence has sufficient experience to enable them to meet the generally accepted standards of practical skill required to engage in the practice of professional engineering.
- Applicants for an Ontario professional engineering license must have 48 months of "sufficient" engineering experience. The current regulation specifies that this must include 12 months of supervised Canadian engineering experience [ss. 33(1) paras 2 and 4 of Regulation 941]. Canadian experience can also be obtained while working overseas for a Canadian-headquartered company (ss. 33(2)).
- While the Regulation only specifies that 12 months of experience acquired in a Canadian jurisdiction as "under the supervision of one or more persons legally authorized to engage in the practice of professional engineering in that jurisdiction"¹, since 2009, PEO has sought references

¹ PEO's other licence types also require Canadian Experience, as specified in Regulation 941, respectively, the Temporary Licence (12 months) (s. 44) and the Limited Licence (4 years) (s. 46)).

from supervisors or referees (including monitors) who provide information on the applicant's oral and written communication, teamwork, and professional judgment, good character, honesty and integrity (despite the fact that none of this is referenced in the regulation).

- If the motion passes, the *method* for experience assessment of 48 months of work experience (but not the requirement itself) will be shifted to a Competency-based Assessment (CBA) method, which uses a scoring rubric for applicant self-assessment and validators (applicants' supervisors) and an evaluative comparison of the two.
- Recent FARPACTA amendments also prohibit regulated professions from having a registration qualification for a person's Canadian experience unless an exemption for the purposes of health and safety is granted by the Minister in accordance with the regulations. Pursuant to the amended legislation and new regulations, the Office of the Fairness Commissioner (OFC) has effectively given all regulators who still have a Canadian experience requirement three options to explore and ultimately reach decision on:
 - Seek an exemption for the purposes of public health and safety
 - Pair it with an alternative for international applicants acceptable to the Fairness Commissioner, or
 - See it removed entirely (the default option, which is how the legislation would operate if no exemption were granted and no new regulation is enacted under the PEA) by December 2, 2023
- Staff research has revealed that only some components of "Canadian experience" are unique to Canada for some applicants (specific provincial codes, standards, and regulations, and climate, mostly for civil, environmental and mechanical engineering, and work environment).
- Risks related to knowing and applying Ontario codes, standards, and regulations (which themselves are dynamic) can be mitigated through normal employer supervision, liability insurance, government permit/report reviews, as well as PEO's professional misconduct grounds and its new mandatory CPD requirement. Climate considerations (such as cold weather and snow loads) can be learned in advance or through experience where applicable to a licence holder's area of practice.

2. Proposed Action/Recommendation

- The following chart illustrates the statutory authority for the above recommendations.

Requirement	Statutory Authority	Operational consequence
Engineering educational qualifications	s.33(1)1ii "equivalent engineering educational qualifications recognized by the Council" (measured against a bachelor's degree in a Canadian engineering program that is accredited to the Council's satisfaction).	Prior to application, require that an applicant hold a 4-year bachelor's degree in an engineering program, included in the IIDD database.
Completion of a confirmatory exam prior to applying	s. 14(1)(c) of the Act: "The Registrar shall issue a licence to a natural person who... has complied with the academic requirements specified in the regulations for the issuance of the licence, <i>including passing such examinations as the Council sets or</i>	Prior to application, require that non-CEAB applicants with bachelor's degrees in engineering programs (confirmed by IIDD) pass a confirmatory examination program, whether set or approved (or, as present with ARC, deemed

	<i>approves in accordance with the regulations"</i>	to be approved) by Council, in a selected engineering Discipline
Redefining sufficiency of assessment in the practice of professional engineering	s.33(1)2: The applicant shall demonstrate that he or she has had 48 months of experience in the practice of professional engineering that, in the Council's opinion, provides sufficient experience to enable him or her to meet the generally accepted standards of practical skill required to engage in the practice of professional engineering.	Adopt a competency-based assessment model, including ethics indicators, to confirm sufficient experience in the practice of professional engineering over 48 months, by July 1, 2023. Method(s) to verify experience to be determined by Registrar.
Canadian experience requirement	s.33(1)4. At least 12 months [of experience] shall be acquired in a Canadian jurisdiction, under the supervision of one or more persons legally authorized to engage in the practice of professional engineering in that jurisdiction.	Will be automatically eliminated in December 2023 or earlier by July 1, 2023.

3. Next Steps (if motion approved)

- Staff will develop operational plans for pre-application academic examination(s) and competency-based assessment to be implemented by July 1, 2023
- Currently, the EIT program is only available to those who apply for licensure. Because applicants will be required to have four years of experience at time of application, the EIT program is effectively inoperable. However, support will continue to be provided to those who are in the EIT program as of July 1, 2023, the date on which the FARPACTA changes must take effect. Further review of PEO's approach to licensing, independent of the FARPACTA-driven initiatives, will need to consider the most effective way of ensuring that experience gained prior to licensure is meaningful for the applicant and, above all, serves public health and safety. Broad stakeholder engagement in this type of review will, of course, be crucial.
- Staff will be engaging with the stakeholders to improve implementation and ensure that all collateral issues are identified and addressed. The list of key stakeholders includes, but is not limited to:
 - Current applicants
 - Prospective applicants/public
 - EITs
 - Licence holders
 - Chapter chairs
 - Engineering firms
 - Employers of engineers
 - Settlement/newcomer Agencies
 - Provisional licence holders
 - Ontario Association of Certified Engineering Technicians and Technologists
 - Professional Geoscientists Ontario
 - Advocacy groups (such as OSPE and ACEC)
 - Engineers Canada and provincial & territorial engineering regulators
 - Corporation of the Seven Wardens

- Engineering Deans Ontario
 - Engineering Student Societies' Council of Ontario
 - Student Membership Program participants
 - Institutions offering an Internationally Educated Engineers Qualification Bridging (IEEQB) Program
 - Institutions offering a prescribed program (McMaster University, Ontario Tech University)
- RPLC and Council will continue to be given operational planning updates by the CEO/Registrar.

4. Financial Impact on PEO Budgets (for five years)

	Operating	Capital	Explanation
Current to Year End	\$	\$	Funded from Surplus Fund (Council discretionary funds)
2 nd (2023)	Projected revenue loss of \$516,149 (FARPACTA implementation budget in the 2023 Operating Budget)	\$N/A	<ul style="list-style-type: none"> • Likely deferral of most Licence applications from CEAB graduates due to 48-month experience requirement for a completed application • Likely (25%) decrease in applications from individuals without minimum academic qualifications, but offset somewhat by increase in Limited Licence applications • Net cost in exam administration and revenue
3 rd (2024)	\$TBD	\$N/A	<ul style="list-style-type: none"> • At this stage, the full impact of FARPACTA is yet to be seen, and it is difficult to project for budget purposes.
4 th (2025)	\$TBD	\$N/A	<ul style="list-style-type: none"> • At this stage, the full impact of FARPACTA is yet to be seen, and it is difficult to project for budget purposes.
5 th (2026)	\$TBD	\$N/A	<ul style="list-style-type: none"> • Likely steady state as fully experienced CEAB graduates can apply.

If a program is not designated as ending in less than five years (such as creating a Task Force), subsequent years will be assumed to be similar to the fifth year of funding.

5. Peer Review & Process Followed

Process Followed	<p>Outline the Policy Development Process followed.</p> <ul style="list-style-type: none"> • To implement Recommendation #5 of the 2019 Action Plan (responding to the External Regulatory Performance Review), working with the Licensing & Registration department, Policy has conducted a thorough review of PEO's Licensing Process subcomponents, legal requirements in the Act and Regulation, current business practices, and system data, to identify process bottlenecks and variations between policy and operations. Staff also conducted comparative analysis of licensing requirements in other regulators, identifying alternative methods for consideration. • With the passage of the <i>Working for Workers Act 2021</i> changes to FARPACTA, the departments worked together to analyze PEO's historical database of ARC
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	<p>decisions on non-CEAB applications to identify when, where, and how applicants are exempted from or are assigned technical examinations to determine if they meet PEO's academic qualifications.</p> <ul style="list-style-type: none"> At its August 12th meeting, RPLC discussed the staff report and presentation, including the fact that that PEO's licensing system as currently structured will not allow the organization to achieve compliance with FARPACTA. Continuing to accept all applications (status quo) will result in an unacceptably high volume of issued Notice of Proposal to Refuse to Issue a Licence (NOPs) or possible reputational loss for PEO if it cannot achieve 90 percent of decisions within the six-month timeframe. Hence, this option was rejected by RPLC. Another option identified by the RPLC was for Council to set examination(s) as an academic requirement that will apply to all non-CEAB applicants, such that persons will have to pass those examination(s) to be <i>eligible to apply</i> for a licence. The RPLC agreed that ARC should be consulted on how technical exams could be completed by applicants prior to applying to meet the FARPACTA completed application requirement. This includes both how many exams might be required, and to who would write them. Following the August 12th RPLC meeting, the Chair of RPLC asked ARC to answer the following questions and to provide answers by August 31st on the option to modify the requirements by adding a Licensing exam(s) set by Council to confirm the educational qualifications for certain applicants as an academic requirement to apply: <ol style="list-style-type: none"> If Council decides to require completion of some type of examination program, specified in the regulation, as a precursor for application by a non-CEAB applicant, who in your opinion must be eligible to complete such examination program(s)? What kind of examination program(s) in your opinion should be set as a precursor for application by a non-CEAB applicant? Would it be beneficial to identify categories of non-CEAB applicants who may be exempt from examinations? Given that PEO has a process to assign limited licenses, would the ARC recommend/agree that applicants who completed non-engineering programs (e.g., engineering technology or science programs) would be better and more fairly served to apply under the LL process? Do you have any other views on this topic that you would like to share? A presentation was given to ARC's FARPACTA Compliance and Equivalencies Working Group on August 22nd and on August 31st, ARC's Working Group replied with recommendations. (See Appendix B) At the August 24th Council Plenary, Council discussed the RPLC Update on this issue, including whether eligibility for a P.Eng. licence should be restricted to applicants holding at least a bachelor's degree in
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	<p>engineering (and its political implications in rejecting applications from those who do not have that credential), as well as other automated methods of filtering applications.</p> <ul style="list-style-type: none"> At the RPLC's September 9th meeting, the RPLC received a presentation from the ARC FACE Working Group on its responses to the questions posed by the RPLC. The FACE Working Group also submitted and presented a "Proposed PEO Licensing Model under FARPACTA" to RPLC, and RPLC discussed their proposed solutions. At the RPLC's September 28th meeting, staff presented information related to operationalizing academics to suit FARPACTA, including the recommended approach that: <ul style="list-style-type: none"> all academic requirements must be satisfied prior to application; non-CEAB graduates will have a bachelor's degree in engineering that has been recognized using the International Institutions and Degrees Database (IIDD) list as the standard; and non-CEAB graduates also will have passed confirmatory exams to be determined in consultation with subject matter experts. At the same meeting, staff provided additional information on the IIDD, a tool developed by Engineers Canada which provides information on an educational institution, the degrees and disciplines that are offered, as well as the country's education, quality assurance, registration, and licensure systems. It was noted that the approach outlined above is achievable by July 1, 2023, the date FARPACTA requirements take effect. Other pathways and approaches to licensure were discussed and there were suggestions that there should be consideration of additional or new academic requirements to include applicants without a Bachelor of Engineering degree after July 1, 2023, as part of continuous system improvement. RPLC passed the following motion: <p style="text-align: center;">That RPLC recommend that Council recognize that a Bachelor of Engineering degree, subject to legitimacy confirmation, is the minimum academic requirement for those not applying from programs accredited to Council's satisfaction. CARRIED</p> Staff surveyed ERC and LIC members, and recent internationally trained licence holders and supervisors/referees on their opinions on the Canadian Experience requirement and provided the results to RPLC. At its November 14th meeting, the RPLC passed the following motions to provide further detail on Academic Assessment and Equivalencies and with respect to competency-based experience assessment, that are included in this briefing note for Council's final review and approval.
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6. Appendices

- Appendix A: International Institutes and Degrees Database Fact Sheet
- Appendix B: Proposed FACE-WG PEO Licensing Model

Appendix A: IIDD Fact Sheet

<p>C-552-2.3 Appendix A</p>

What is the IIDD?

- The International Institutions and Degree Database (IIDD) is a repository of information created by Engineers Canada.
- The IIDD provides information on an educational institution, the degrees and programs that are offered by that institution, as well as information pertaining to a country's education systems, quality assurance systems, and registration and licensure systems.
- The IIDD obtains its information from world university handbooks and webpages hosted by the specific institutions, competent authorities, licensure, registration, and quality assurance organizations of each country.

What is the purpose of the IIDD?

- The IIDD is a tool which provides information to the Canadian engineering regulators to support that individual regulator's academic assessment processes for licensure.
 - The IIDD verifies the following:
 - Whether an institution exists and can grant degrees
 - Whether the education programs at that institution exist
 - Whether the education programs at that institution meet professional engineering licensing requirements in the home country
 - The IIDD provides information on a country's professional engineering programs, such as whether they are normally 4 or 5 years in length.
 - The IIDD also provides information on mutual recognition agreements which a country's component authority has signed, such as ABET and Washington Accord.
- The IIDD is not intended to be a substitute for directly assessing the quality of an institution, degree, or the education level of an engineering graduate.
- The IIDD cannot confirm whether an education program is equivalent to a Canadian engineering program accredited by the Canadian Engineering Accreditation Board (CEAB).

What is the history of the IIDD?

- The IIDD was first implemented in 2010. It underwent a significant overhaul in 2021, and this current version (2021) is actively used by PEO staff.
- The Canadian Engineering Qualifications Board (CEQB) did not provide any input or direction to the IIDD. Their involvement ended on September 7, 2017 when the IEAQC was stood down.
- The International Engineering Academic Qualifications Committee (IEAQC) does not provide any input or direction to the IIDD. This group, which was made up of all regulator staff and was chaired by one QB volunteer, had been in charge of determining the "level" for the programs listed in the IIDD. When the IIDD transitioned to being a product that only provides data, allowing regulators to make their own assessments and determinations about each program, they were no longer needed.
- Currently, the IIDD has an advisory committee with the National Admissions Officials Group (NAOG), the IIDD Advisory Group. This advisory group was formed to help guide the project to develop the new IIDD. This has transitioned into a group that will provide feedback on how the tool is working, and to help us identify future improvements and prioritize future enhancements to support the Canadian engineering regulators.

How will PEO operationalize the IIDD?

- The IIDD database would be published externally as the IIDD list, so prospective applicants can review this information and determine their eligibility to apply for licensure with PEO.
 - o In essence, the IIDD list would state which education programs classify as a B.Eng. or non-B.Eng. degree. This reaffirms PEO's minimum academic requirements as a B.Eng. degree to apply.
 - o Graduates of an education program which does not meet professional engineering requirements in their home country would not be eligible to apply.
- All academic requirements must be satisfied prior to an application.
 - o CEAB graduates will meet the academic requirements to apply.
 - o Non-CEAB graduates with a bachelor's degree in engineering recognized by using the IIDD list as the standard will be eligible to apply.
 - o Non-CEAB graduates will also have to pass confirmatory examinations to confirm Canadian B.Eng. equivalence.
- For education programs which are not on the IIDD list, PEO will submit a verification request on behalf of the non-CEAB graduate to IIDD to investigate those programs.
 - o Usually, it takes about two weeks for the IIDD to complete a verification request.
 - o Non-CEAB graduates would be informed of the result when it becomes available (B.Eng. or non-B.Eng. classifying degree).

If you have any questions about the contents of this document, please contact Halley Schaub by email at hschaub@peo.on.ca.



Proposed FACE-WG PEO Licensing Model

C-522-2.3-App B

FARPACTA Compliance & Equivalencies Working Group (FACE-WG)

The Academic Requirements Committee (ARC), 31 August 2022

- Prepared by ARC “FACE” Working Group and submitted to the RPLC with copy to other Stakeholders, including the ARC and the ERC and the PEO Licensing Staff.
- The solutions and answers provided in this ARC report do not contemplate changes to the FARPACTA 180 days time limit, or changes to the Professional Engineers Act. Possibly minimal change in Reg. 941.
- The FACE-WG proposed solution is designed to meet the FARPACTA constraint, without sacrificing the rigour of the ARC quality control process. The proposed solution is robust and adaptable, and minimizes new barriers to licensure.
- It is anticipated that ARC will work on the resulting changes to the ARC Procedures Manual, for Council’s approval.
- Other considerations complementary to academic knowledge such as professional skills (e.g. communications, team-work, laboratory and practical experience, environmental impact, and familiarity with codes and standards would be assessed under “Experience” by ERC, supported by Staff & ARC, in parallel as needed.

1



INTRODUCTION

- We have approached RPLC questions in a rational and structured way, we engaged in extensive brainstorming sessions, and compared all available options.
- The FACE-WG came up with a model that addresses all criticisms of the existing admissions process while being the only model that meets all the major admissions criteria, constraints, and requirements. These are from the Professional Engineers Act and Regs, the PEO Guiding Principles, the Office of the Fairness Commissioner (OFC), and FARPACTA.
- The proposed model is **Adaptable**. Can consider all types of Applicants, or just B.Eng. Graduates.
- The proposed model is the **Most Fair**. It also protects the **Public Interest** the most.
- Finally, it is understood that many details would need to be worked out.

2



RPLC Questions

(Please provide answers by 31 August 2022)

1. If Council decides to require completion of some type of examination program, specified in the regulation, as a precursor for application by a non-CEAB applicant, who in your opinion must be eligible to complete such examination program(s)?
2. What kind of examination program(s) in your opinion should be set as a precursor for application by a non-CEAB applicant? Would it be beneficial to identify categories of non-CEAB applicants who may be exempt from examinations?
3. Given that PEO has a process to assign limited licences, would the ARC recommend/agree that applicants who completed non-engineering programs (e.g., engineering technology or science programs) would be better and more fairly served to apply under the LL process?
4. Do you have any other views on this topic that you would like to share?

Source: Jose Vera, RPLC request for ARC input, 22August 2022



RPLC Questions

ARC Answers

1. If Council decides to require completion of some type of examination program, specified in the regulation, as a precursor for application by a non-CEAB applicant, who in your opinion must be eligible to complete such examination program(s)?

- No exam program need be specified in regulations as there should be no exam programs any longer. **There should only be a standard of equivalence to CEAB to Council's satisfaction identified.**
- In short, a CEAB equivalent (1) **assesses the individual**, (2) **assesses academic breadth**, (3) **assesses academic depth**, and (4) **establish the veracity of the assessment metrics/tools**.
- The process for individual assessment for Breadth and Depth should remain based on Council approved Syllabi (the "Boardsheets").
- The ARC FACE-WG reached a consensus that **the exams, before receiving a Complete Application, is an option for the applicant to write or not**. Please review the detailed explanation and illustration of the recommended licensing model herein. Details would be clearly communicated to applicants in a transparent way, when this licensing model is approved by Council.
- **Should consider PPE as part of "complete" application for CEAB applicants too.**
- Those with B.Eng., Degrees, and Technologist should all remain eligible to demonstrate/confirm knowledge. **The Model is Flexible and Adaptable in this regard.**



RPLC Questions

ARC Answers

2. What kind of examination program(s) in your opinion should be set as a precursor for application by a non-CEAB applicant? Would it be beneficial to identify categories of non-CEAB applicants who may be exempt from examinations?

See also answer to question # 1. In short, there should no longer be any exam program, only “confirming” CEAB equivalence.

In addition to the mandatory requirement of passing the PPE Exam, all applicant’s may (optional) take PEO exams based on self-assessment. More details would be provided, in a transparent way, to all applicants about the Body of Knowledge (BoK) that is relevant to confirm their undergraduate degree, compared against Council approved PEO syllabi. Relevant graduate degrees that confirm individual engineering knowledge will also assist in this regard. In the near term experience gained academics measured by interviews do not appear resource feasible, but should be reconsidered in the future.

It is understood that:

- 1) the BoK will change from time to time as new areas of knowledge, disciplines, and methodologies emerge.
- 2) No “database” can be relied upon for a quality assessment, not even the PEO history database, for many reasons that we can discuss if needed. In short, databases cannot be used to exempt.
- 3) Academic program review organizations such as WES cannot be used to exempt as they do not confirm CEAB equivalence.



RPLC Questions

ARC Answers

3. Given that PEO has a process to assign limited licenses, would the ARC recommend/agree that applicants who completed non-engineering programs (e.g., engineering technology or science programs) would be better and more fairly served to apply under the LL process?

No, not necessarily better or more fairly served.

Limited license can be an option, but full P.Eng. must also remain an option. Applicants should have a choice.



RPLC Questions ARC Answers

4. Do you have any other views on this topic that you would like to share?

Yes. We look forward to continuing to work with RPLC, ERC and Staff on many important complex details.

Sample of issues that need to be discussed in details were given in the full FACE-WG Report.

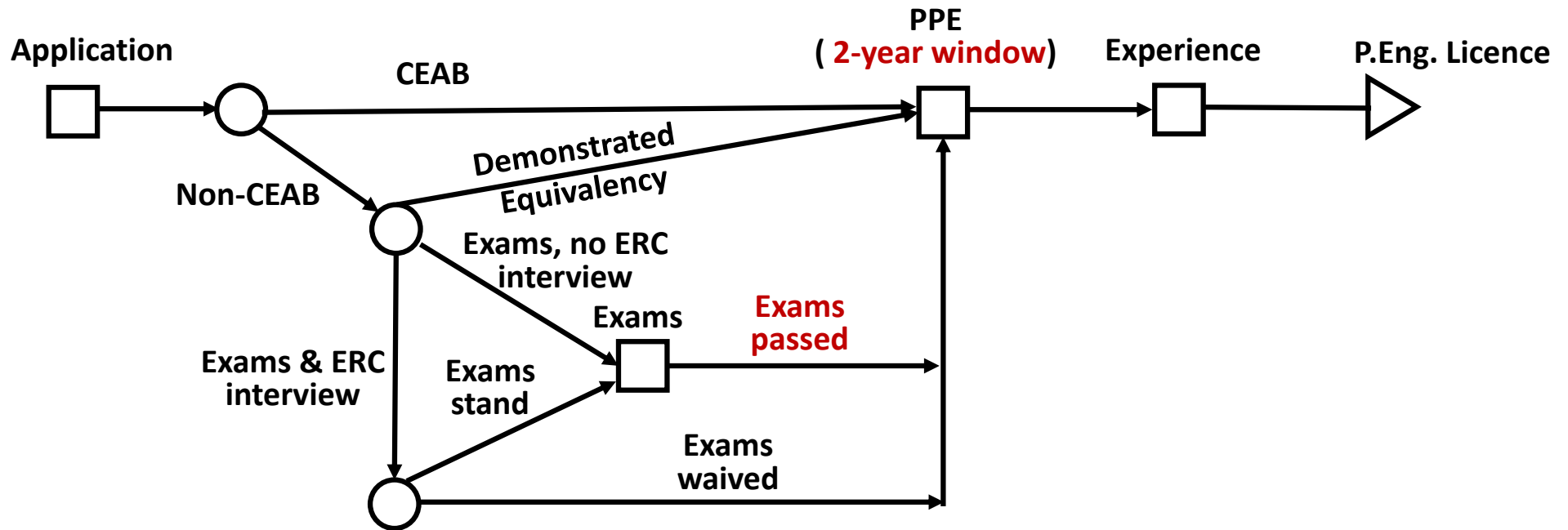
See also: “Where do we go from here? And What is Next?”



Analysis of Admissions Models Concluding with a Recommended FARPACTA Model



The current PEO licensing process



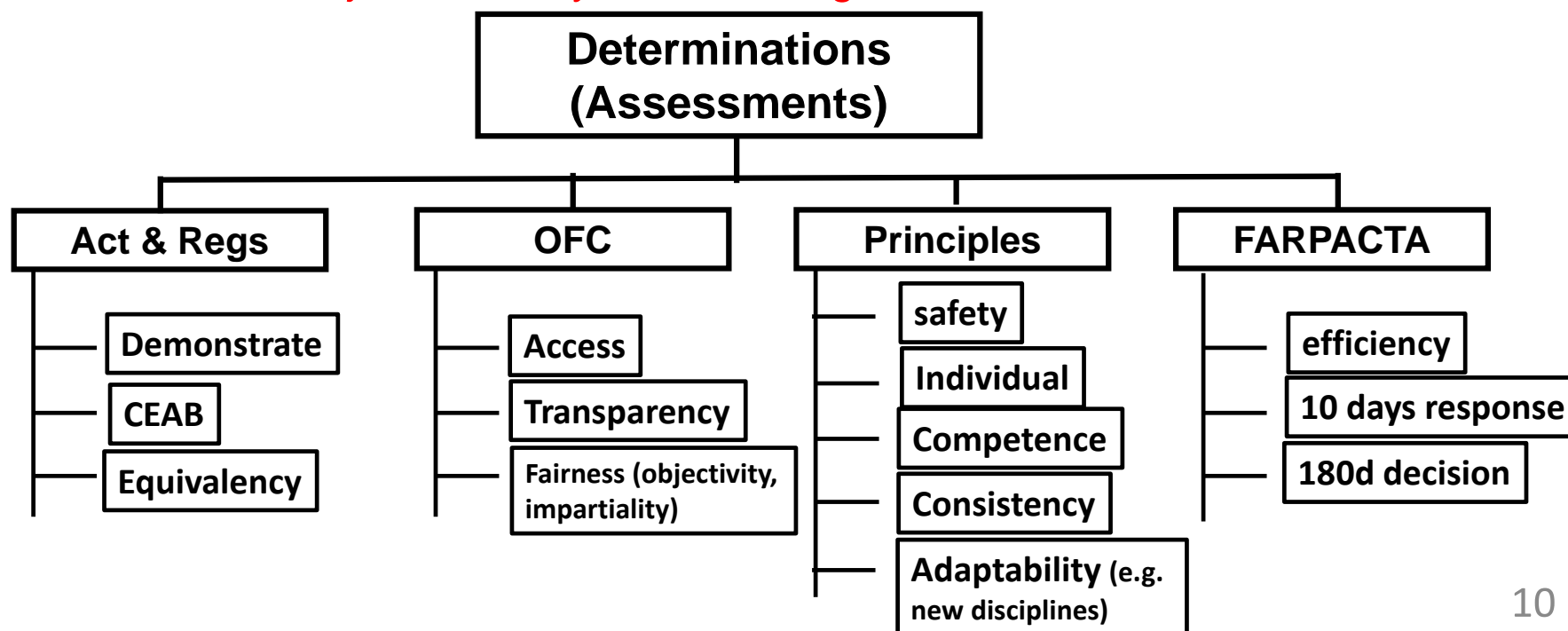
**Average duration in months:
20 (CEP); 28 (DCEP); 31 (SEP)**



Developing **Objectives** and Measures **Requirements & Constraints**

Most important decisions involve multiple objectives, decisions are difficult (Complex) because they include numerous stakeholders, multiple competing objectives, substantial uncertainty, and significant consequences.

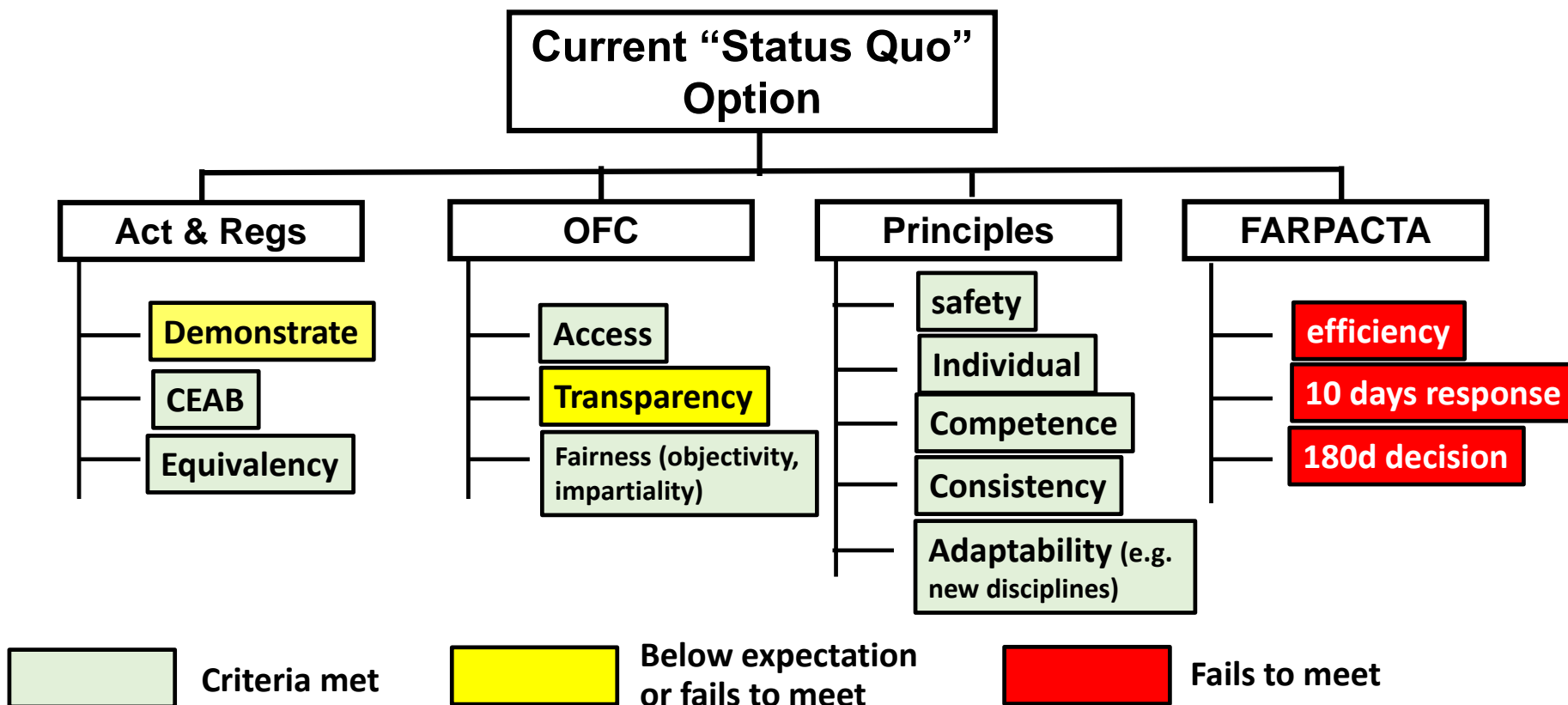
Need to use objective analysis and design methods and criteria





Objectives and Measures

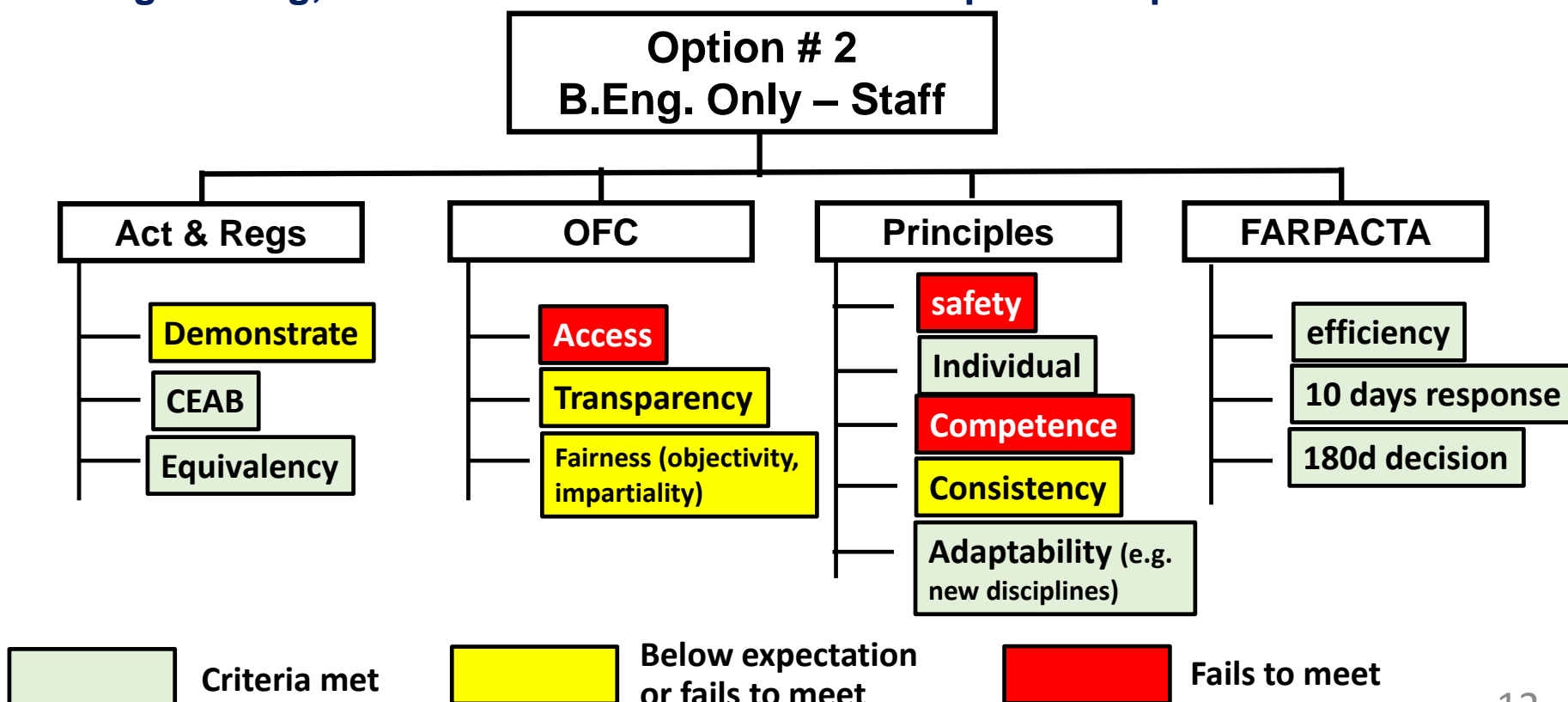
Option 1: Continue to accept all applications irrespective of academic credentials (status quo)





Objectives and Measures

Option 2: Accept only applications from persons with a bachelor's degree in engineering, but continue determinations of equivalent qualification

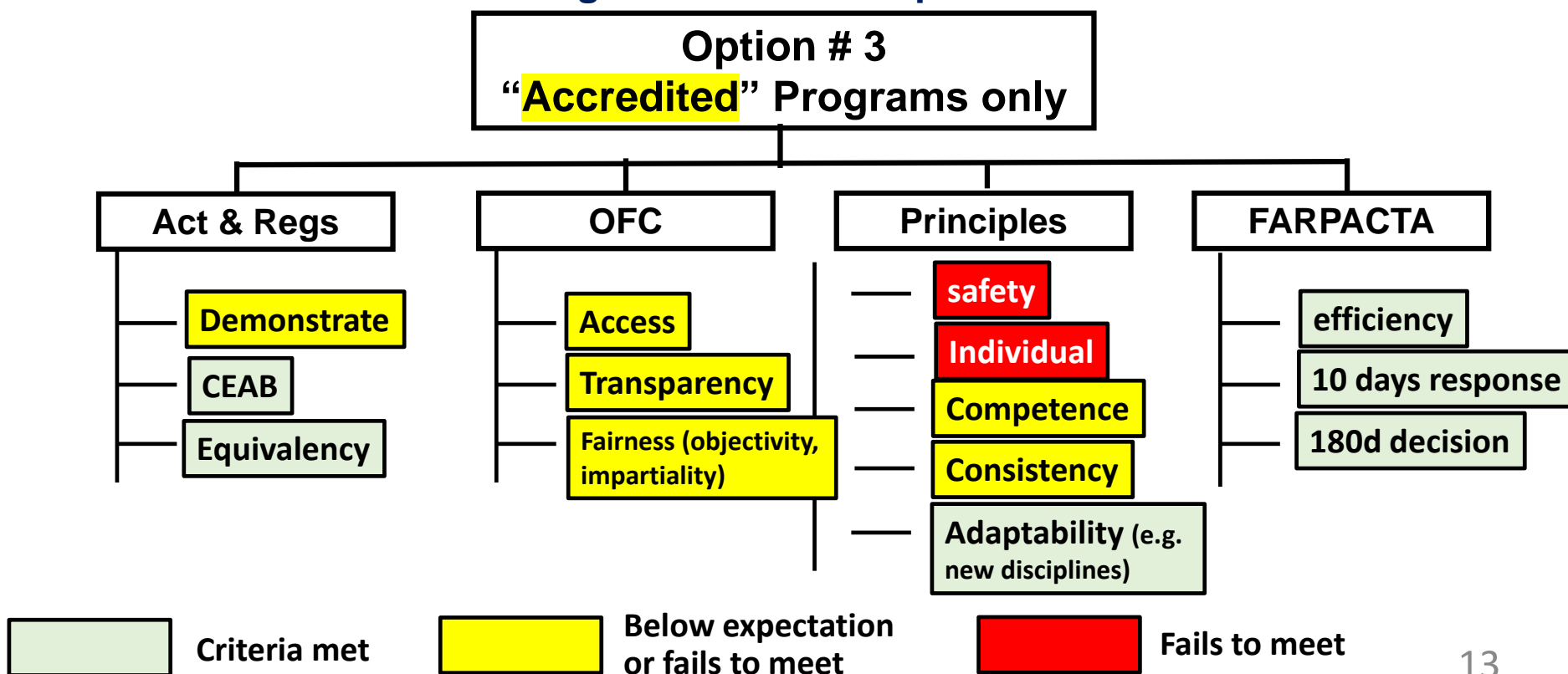




Objectives and Measures

What is an “accredited Program”? Accredited by whom?

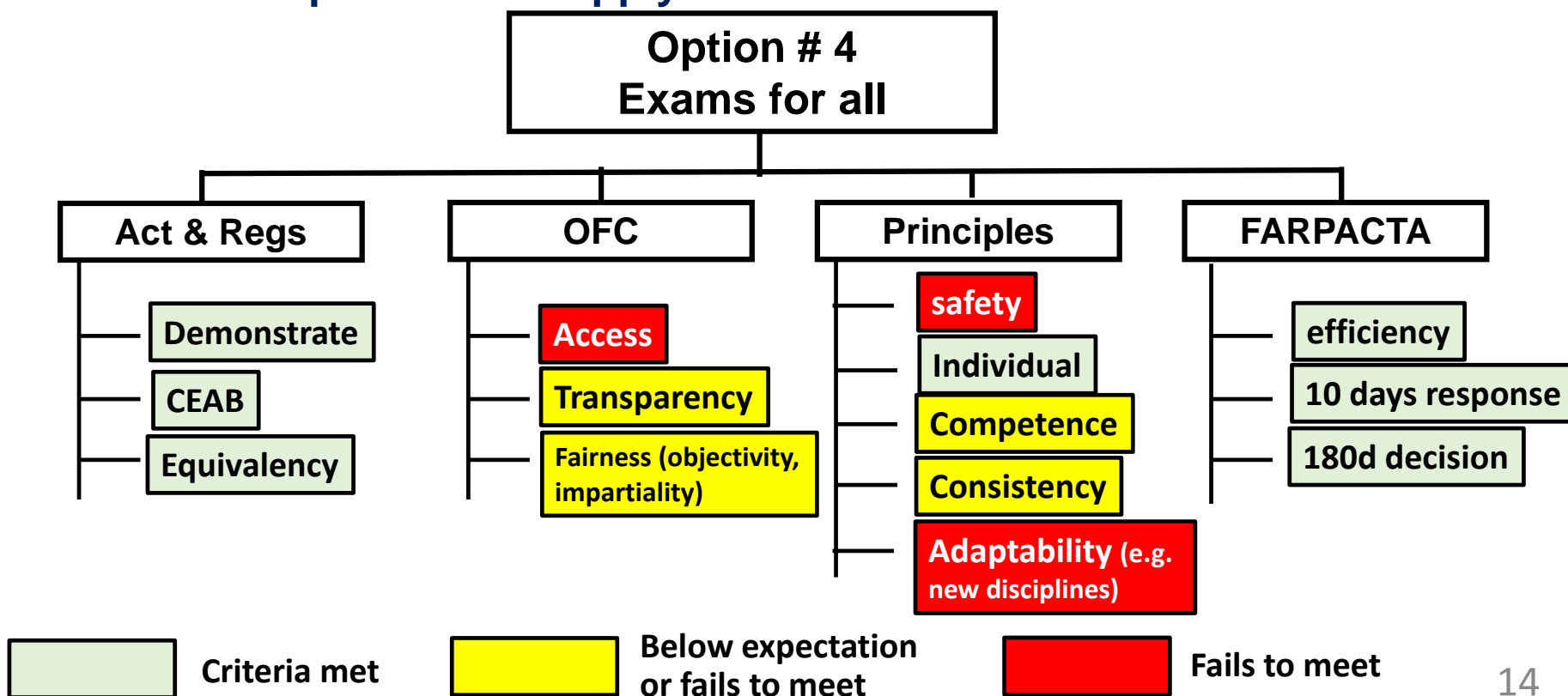
Option 3: Modify the assessment process to accept **accredited programs as equivalent and to reduce the number of assigned exams to be passed within six months**





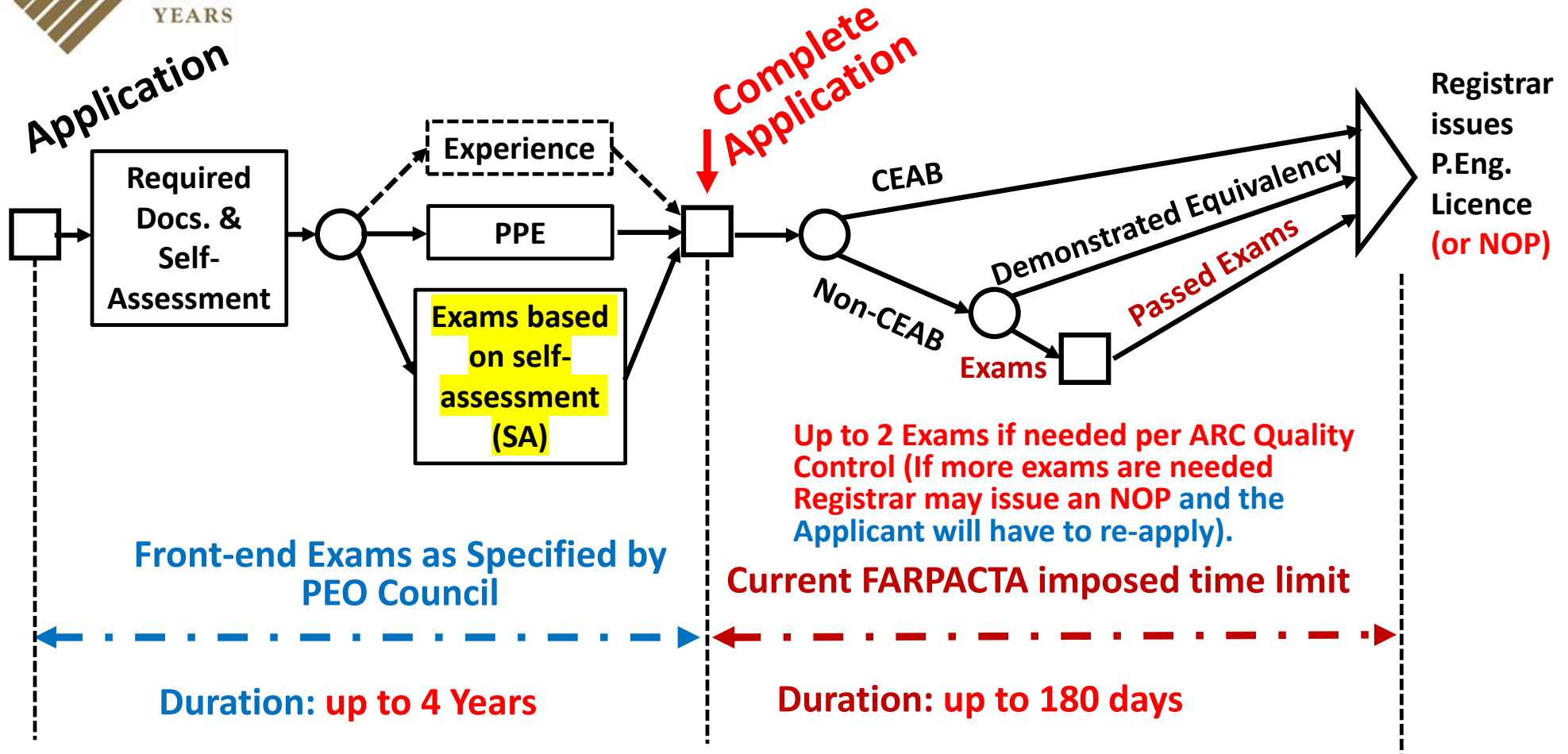
Objectives and Measures

Option 4: Modify the requirements by adding a Licensing exam(s) set by Council to the educational qualifications for certain applicants as an academic requirement to apply

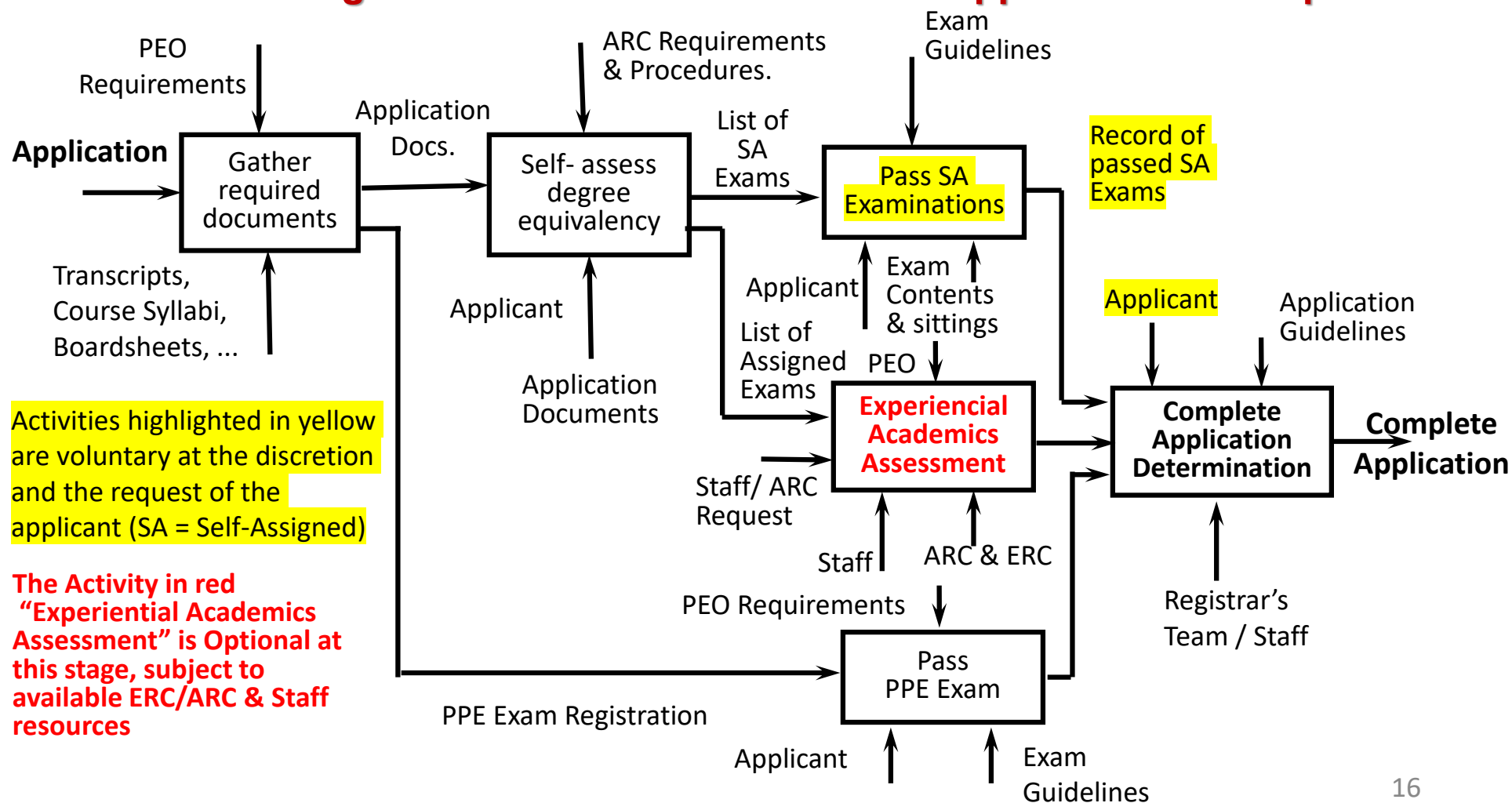




Proposed PEO Licensing Model under FARPACTA



“Front-ending” PPE and other Exams before Application is Complete

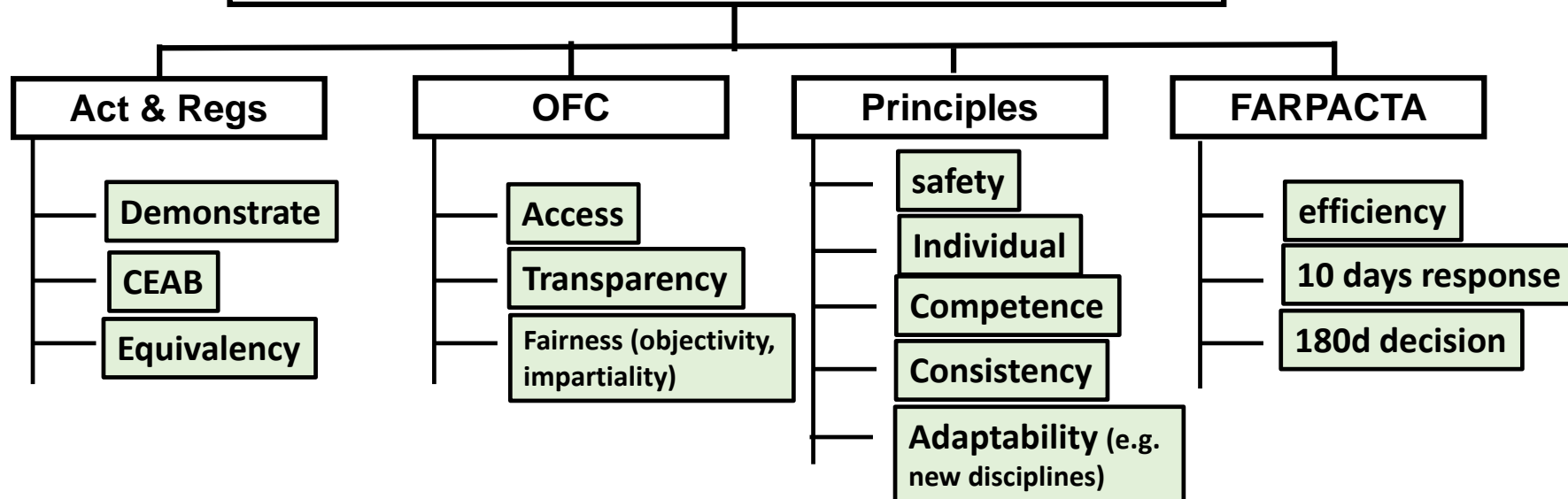




Objectives and Measures

Option 5: Front End Self-Assessment Approach & PEO Exams

Option # 5 Front end Self-Assessment + ARC QA Review when Application is complete



Criteria met



Below expectation
or fails to meet



Fails to meet



Where do we go from here? And What is Next?

- ❑ It is understood that details would need to be worked out, and ARC will continue to work with RPLC and ERC and Licensing Staff to develop the details.
- ❑ ARC to make the necessary changes to the ARC Procedures Manual resulting from Council approved licensing model. The revised Manual to be approved by the CEO/Registrar and PEO Council.



Proposed FACE-WG PEO Licensing Model

FARPACTA Compliance & Equivalencies Working Group (FACE-WG)

The Academic Requirements Committee (ARC), 31 August 2022

- Prepared by ARC “FACE” Working Group and submitted to the RPLC with copy to other Stakeholders, including the ARC and the ERC and the PEO Licensing Staff.
- The solutions and answers provided in this ARC report do not contemplate changes to the FARPACTA 180 days time limit, or changes to the Professional Engineers Act. Possibly minimal change in Reg. 941.
- The FACE-WG proposed solution is designed to meet the FARPACTA constraint, without sacrificing the rigour of the ARC quality control process. The proposed solution is robust and adaptable, and minimizes new barriers to licensing.
- It is anticipated that ARC will work on the resulting changes to the ARC Procedures Manual, for Council’s approval.
- Other considerations complementary to academic knowledge such as professional skills (e.g. communications, team-work, laboratory and practical experience, environmental impact, and familiarity with codes and standards would be assessed under “Experience” by ERC, supported by Staff & ARC, in parallel as needed.

Briefing Note – Decision

C-552-2.4

2023 OPERATING BUDGET

Purpose: To review and approve the draft 2023 operating budget.

Motion(s) to consider: (requires a simple majority of votes cast to carry)

That Council approve the draft 2023 operating budget reviewed by the Audit and Finance Committee and as presented to the meeting at C-552-2.4, Appendix A.

Prepared by Chetan Mehta – Director, Finance

Moved by Lorne Cutler, P.Eng. – Chair, Finance Committee

1. Need for PEO Action

The Audit and Finance Committee (AFC) completed its second review of the draft 2023 operating and capital budgets (“2023 budgets”) on October 18, 2022 and recommended that these be presented to Council for approval. As the next step in the business planning cycle, Council needs to approve the draft 2023 operating budget as presented.

The key highlights of the 2023 draft operating budget are summarized in Table 1 below and compared to the 2022 forecast. Total revenues in 2023 are budgeted at \$32.0m and total expenses for sustaining regular day to day or core operations are budgeted at \$30.5m, resulting in an excess of revenues over expenses of \$1.5m. In addition to these expenses, an additional spend of \$5.1m is budgeted for various projects and Council initiatives resulting in a deficit of \$3.6m. The details of special projects and Council initiatives may be seen in Page 7 of Appendix A.

Table 1 – Summary of key financials

	2023 Budget	2022 Forecast	2022 Budget
Revenue	\$32,043,319	\$33,109,286	\$34,829,267
Expenses - core operations	\$30,521,660	\$26,671,901	\$30,539,764
Excess of revenue over expenses	\$1,521,659	\$6,437,385	\$4,289,503
Spend on projects and Council initiatives	\$5,083,048	\$3,423,873	\$3,637,000
Excess of revenue over expenses	(\$3,561,389)	\$3,013,512	\$652,503
Cash Reserve	\$30,709,674	\$34,450,529	\$29,912,028

Revenue

The 2023 budgeted revenue is planned to be \$32.0m representing a decrease of \$1.1m or 3.2% below the 2022 forecasted revenue of \$33.1m. The main factor contributing to the fall in revenues is a decrease of \$1.4M or 14.5% in application, registration and other fees

resulting from an expected fall of over 50% in the number of applications in 2023 (4,500 in 2023 vs 9,500 in 2022).

This is due to the FARPACTA (Fair Access to Regulated Professions and Compulsory Trades Act) legislation, which will require PEO to make changes to its licensure process, whereby effective July 1, 2023, applications will need to meet certain experience and academic criteria (such as having 48 months of engineering experience; passing the NPPE, etc) before these can be accepted for further processing.

This fall in revenue is partially offset primarily by:

- An increase of \$223.8k or 1.1% in P.Eng revenues due to the expected growth in membership. In 2023, PEO is expected to have 92,500 vs 88,750 members in 2022.
- An increase of \$161.7k or 6.6% in 40 Sheppard revenues due to recovery of higher operating costs.

Expenses

The 2023 budgeted expenses for regular operations are planned to be \$30.5m which represents an increase of \$3.8m or 14.4% over 2022 forecasted expenses. Some of the reasons contributing to this increase are:

- An increase in employee salaries and benefits and retiree and staff future benefits of \$2.2m or 15.5% over the 2022 forecast. This is due to an increase in headcount and a merit increase of 5% in 2023, vs an increase of 2.5% for 2022. These merit increases are per the recommendations of an external consultant. The FT headcount in 2023 is expected be 136 vs 120 in 2022.
- An increase of \$633.3k or 104% for Chapter operations due to expected increase in allotments and Chapter activities.
- An increase in Purchased services of \$305k or 18.6% largely due to costs for event meals, accommodation, audio visual equipment, and travel related expenses for various in-person events such as the OOH (Order of Honours); VLC (Volunteer Leaders Conference); Council Workshop, etc.
- An increase of \$285k or 153% in the spend for Professional development in 2023 due to operations are expected to stabilize and with the gradual lifting of Covid related restrictions, attendance at in-person training sessions is expected to pick-up.
- An increase of \$163k or 11.7% for Computers and Telephone due to higher spend on leasing IT equipment and costs for various IT service maintenance contracts for software support, network security, etc.

The above increases are partially offset by:

- Reduction of \$211k or 19.8% in Legal (Corporate, Prosecution & Tribunal) largely due to a reduction in costs for independent legal counsel for discipline, complaints investigations and PVOs (Prosecutorial Viability Opinions). These costs are expected to be partially offset by an increase in prosecution costs for various other regulatory matters.
- Reduction of \$102k or 17.7% in amortization due to reduced spend on new capital projects and the continued amortization of spend on capital items such as furniture, IT and telecon equipment, etc. which were purchased in prior years.

2. Proposed Action / Recommendation

That Council approve the draft 2023 operating budget as presented.

3. Next Steps (if motion approved)

On receiving Council approval, the 2023 operating budget will be used for supporting PEO operations in 2023.

4. Peer Review & Process Followed

Process Followed	<p>The senior management team and staff began work on the 2023 operating and capital budgets in June. A draft copy of the 2023 operating and capital budgets along with the 2022 forecast was completed in August and distributed to the AFC prior to its meeting on Sept 8, 2022.</p> <p>During this meeting, the AFC met with the Director of Finance and the CEO/Registrar to review the first draft of the 2023 operating and capital budgets. Key highlights of the budgets were reviewed, and questions put forward by the AFC members were answered by staff.</p> <p>After discussion and inputs from staff, the AFC concurred that the draft version of the 2023 operating and capital budgets be presented to Council for information and feedback at the Council meeting on September 23, 2022.</p> <p>The AFC met again on Oct 18, 2022 to review the draft 2023 operating and capital budgets for revisions or updates. After extensive discussion and questions to staff, the committee agreed that the draft 2023 operating and capital budgets be presented to Council for approval at its Nov 25, 2022 meeting.</p>
Council Identified Review	Council approve the 2023 budgets as presented.

5. Appendices

- **Appendix A**
 - 2023 Draft Operating Budget & Projected Financial Statements from 2023 to 2027
- **Appendix B**
 - 2023 Budget Assumptions

Professional Engineers Ontario - DRAFT 2023 OPERATING BUDGET

Variance Analysis - 2023 Budget Vs 2022 Forecast

DRAFT - reviewed by AFC on Oct 18, 2022

C-552-2.4
Appendix A

REF. NO	DESCRIPTION	2023 Bud	2022 Fcst	2022 Bud	2021 Act	Favourable (Unfavorable) / Variances			
						2023 Bud Vs 2022 Fcst		2022 Fcst Vs 2022 Bud	
		\$	\$	\$	\$	\$	%	\$	%
		(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
1	P. Eng Revenue	20,571,765	20,347,938	20,718,085	19,825,037	223,827	1.1%	(370,147)	(1.8)%
2	Appln, regn, exam and other fees	8,456,221	9,887,486	10,502,680	9,161,653	(1,431,265)	(14.5)%	(615,194)	(5.9)%
3	40 Sheppard Revenue	2,620,583	2,458,862	2,623,502	2,477,426	161,721	6.6%	(164,640)	(6.3)%
4	Investment income	210,000	200,000	825,000	891,416	10,000	5.0%	(625,000)	(75.8)%
5	Advertising income	99,750	95,000	125,000	101,060	4,750	5.0%	(30,000)	(24.0)%
6	Chapter revenues	85,000	120,000	35,000	16,747	(35,000)	(29.2)%	85,000	242.9%
7	TOTAL REVENUE	32,043,319	33,109,286	34,829,267	32,473,339	(1,065,967)	(3.2)%	(1,719,981)	(4.9)%
8	EXPENSES - CORE OPERATIONS								
9	Salaries and benefits / Retiree and staff future benefits	16,669,269	14,437,826	17,166,877	12,924,820	(2,231,443)	(15.5)%	2,729,051	15.9%
10	40 Sheppard expenses	2,132,732	2,105,968	2,091,642	2,285,937	(26,764)	(1.3)%	(14,326)	(0.7)%
11	Purchased services	1,946,942	1,641,988	1,566,704	1,455,090	(304,954)	(18.6)%	(75,284)	(4.8)%
12	Computers and telephone	1,550,042	1,387,123	1,416,939	1,118,498	(162,919)	(11.7)%	29,816	2.1%
13	Chapters	1,242,000	608,629	1,604,474	343,301	(633,371)	(104.1)%	995,845	62.1%
14	Engineers Canada	1,086,750	1,035,000	1,035,000	1,005,563	(51,750)	(5.0)%	0	0.0%
15	Occupancy costs	913,896	788,427	967,321	773,577	(125,469)	(15.9)%	178,894	18.5%
16	Legal (Corporate, Prosecution & Tribunal)	855,308	1,066,582	848,130	951,635	211,274	19.8%	(218,452)	(25.8)%
17	Transaction fees	838,990	750,790	806,300	728,732	(88,200)	(11.7)%	55,510	6.9%
18	Contract staff	796,836	644,152	566,713	773,533	(152,684)	(23.7)%	(77,439)	(13.7)%
19	Amortization	473,047	574,549	573,490	779,837	101,502	17.7%	(1,059)	(0.2)%
20	Professional development	471,564	186,448	268,700	131,785	(285,116)	(152.9)%	82,252	30.6%
21	Volunteer expenses	435,350	313,239	428,336	31,786	(122,111)	(39.0)%	115,097	26.9%
22	Consultants	413,432	507,611	263,000	489,435	(55,821)	(15.6)%	(94,611)	(36.0)%
23	Insurance	176,650	167,175	156,077	148,165	(9,474)	(5.7)%	(11,098)	(7.1)%
24	Postage and courier	132,595	148,275	238,707	214,354	15,680	10.6%	90,432	37.9%
25	Recognition, grants and awards	121,776	121,500	159,795	78,566	(276)	(0.2)%	38,295	24.0%
26	Staff expenses	85,250	41,020	87,759	7,470	(44,230)	(107.8)%	46,739	53.3%
27	Office supplies	66,032	41,863	133,550	72,508	(24,169)	(57.7)%	91,687	68.7%
28	Advertising	58,200	60,737	90,250	27,550	2,537	4.2%	29,513	32.7%
29	Printing & photocopying	55,000	43,000	70,000	48,721	(12,000)	(27.9)%	27,000	38.6%
30	TOTAL EXPENSES - CORE OPERATIONS	30,521,660	26,671,901	30,539,764	24,390,863	(3,849,759)	(14.4)%	3,867,863	12.7%
31	EXCESS OF REVENUE OVER EXPENSES BEFORE UNDERNOTED	1,521,659	6,437,385	4,289,503	8,082,476	(4,915,726)	(76.4)%	2,147,882	50.1%
32	EXPENSES - NON CORE OPERATIONS								
33	Projects and Council initiatives (1)	5,083,048	3,423,873	3,637,000	1,623,341	(1,659,175)	(48.5)%	213,127	5.9%
34	EXCESS OF REVENUE OVER EXPENSES	(3,561,389)	3,013,512	652,503	6,459,135	(6,574,901)	(218.2)%	2,361,009	361.8%

Notes:

(1) Break-down on special projects and council initiatives are shown on Page 7

(2) Spend data on strategic plan projects will be made presented when available

Professional Engineers Ontario - DRAFT 2023 OPERATING BUDGET

Variance Analysis - 2023 Budget Vs 2022 Forecast

DRAFT - reviewed by AFC on Oct 18, 2022

Ref. No.	Variance Explanation
1	Increase of 1.1% in P.Eng revenues due to the expected growth in membership. In 2023, PEO is expected to have 92,500 vs 88,750 members in 2022.
2	Decrease is largely due to the expected fall in applications due to FARPACTA (Fair Access to Regulated Professions and Compulsory Trades Act), which will become effective July 1, 2023. FARPACTA requires PEO to make changes to its licensure process, where unlike in the past, effective July 1, 2023, all applicants will need to meet certain experience and academic criteria (such as having 48 months of engg.. experience; passing the NPPE, etc.) before their applications can be accepted for further processing. As a result, the number of applications which can be accepted for subsequent processing is expected to fall by over 50% from 9,500 in 2022 to 4,500 applications in 2023. This fall in applications revenue is expected to be partially offset by monies from other licences and exams revenues.
3	Increase in 40 Sheppard revenues due to recovery of higher operating costs.
4	Investment revenue expected to increase although fluctuations in market conditions could lead to lower yields.
5	A slight increase in advertising revenue is expected due to an expected improvement in market conditions.
6	Expected revenues from Chapters operations.
9	Increase in Salaries and benefits due to the recruitment of additional FT staff and a 5% merit increase in 2023 (vs a 2.5% merit increase in 2022). These merit increases are based on the recommendations of an external consultant. The total expected FT staff in 2023 is 136 vs 120 in 2022.
10	Increase in 40 Sheppard expenses due to higher spend on janitorial costs; costs for repairs and maintenance and utilities; which are partially offset by lower spend for mortgage interest.
11	Higher spend on Purchased services largely due to higher costs for travel, catering, accommodation, audio visual expenses, etc. for various in-person events such as VLC (Volunteers Leaders Conference), OOH (Order of Honour), Council workshop, etc. In addition, an increase is expected in the costs for exams.
12	Higher costs for Computers and telephones due to increase in spend on IT equipment and hardware, costs for secure online platform, costs for various service maintenance contracts for software support, network security, etc.
13	Higher spend for Chapters in 2023 due to expected increase in allotments and Chapter activities.
14	This amount represents the allocation to Engineers Canada. The rate of \$10.21 paid per member remains unchanged.
15	Higher Occupancy costs due to an increase in operating costs and also because PEO is expected to occupy additional vacant space on the 5th and 8th floors, totalling approx.4,400 sq ft. This would be in addition to the 39,100 sq ft it currently occupies.
16	Lower Legal (corporate, prosecution and tribunal) expenses largely due to a reduction in costs for independent legal counsel for discipline, complaints investigations and PVOs (Prosecutorial Viability Opinions). These costs are expected to be partially offset by an increase in prosecution costs for various other regulatory matters.
17	Transaction fees are higher due to an increase in the volume of online payments resulting in higher credit card commissions and related transaction costs. Currently over 88% payments are via credit card and this trend is expected to continue. In addition, transaction costs for the payroll system are expected to increase along with slightly higher costs for bank service fees.
18	Higher spend on Contract staff in 2023 to support Licensing and ITS department needs. The total expected contract staff in 2023 is 19 vs 13 in 2022.
19	A decrease in Amortization costs due to reduced spend on new capital projects and the continued amortization of spend on capital items such as furniture, IT and telecon equipment, etc. which were purchased in prior years.
20	Increase in spend on Professional development in 2023 as operations are expected to stabilize and with the gradual lifting of Covid related restrictions, attendance at in-person training sessions is expected to pick-up.
21	Higher Volunteer expenses for travel, accommodation, mileage, and air/train fare, registrations etc. for in-person attendance at various committee meetings and events, which are expected to increase as the situation with the pandemic improves.
22	Expenses for Consultants include spend on consultants for Council workshop, govt. liaison program, investment management, IT initiatives such as security consultant to sustain and support operations, etc.
23	Increase in Insurance costs due to higher premiums for property, errors & omissions/directors & officers, and cyber liability insurance.
24	Lower Postage and courier costs in 2023 due to expected reduction in the mailing of licences and various other paper based correspondence
25	Slight higher spend on Recognition, grants and awards in 2023 for events and PR items for staff and volunteers.
26	Increased spend on Staff business expenses related to travel for in-person attendance at various events, meetings.
27	Increased Office supplies spend on files, folders, binders and other office supplies including consumables as more staff are expected to return to the office.
28	Slight lower on advertising due to expected lower recruitment advertisement in 2023 compare to 2022.
29	Printing and photocopying costs in 2023 are expected to increase as more staff resume work at the office.

Professional Engineers Ontario
Statement of Projected revenues and expenses
for the years ending December 31 - DRAFT

DRAFT - reviewed by AFC on Oct 18, 2022

	2022 FORECAST	2023 BUDGET	2024 PROJECTION	2025 PROJECTION	2026 PROJECTION	2027 PROJECTION
REVENUE						
P. Eng Revenue	\$20,347,938	\$20,571,765	\$20,983,200	\$21,402,864	\$21,830,922	\$22,267,540
Appln, regn, exam and other fees	9,887,486	8,456,221	8,879,032	9,322,984	9,789,133	10,278,589
40 Sheppard Revenue	2,458,862	2,620,583	2,697,749	2,742,456	2,800,122	2,853,336
Investment income	200,000	210,000	214,200	218,484	222,854	227,311
Advertising income	95,000	99,750	100,498	101,252	102,011	102,776
Chapter revenues	120,000	85,000	86,700	88,434	90,203	92,007
	\$33,109,286	\$32,043,319	\$32,961,379	\$33,876,474	\$34,835,244	\$35,821,559
EXPENSES						
Salaries and benefits / Retiree and staff future benefits	14,437,826	16,669,269	17,002,654	17,342,707	17,689,562	18,043,353
40 Sheppard expenses	2,105,968	2,132,732	2,118,640	2,103,119	2,141,845	2,180,764
Purchased services	1,641,988	1,946,942	2,044,290	2,146,504	2,253,829	2,366,521
Amortization	574,549	473,047	496,699	521,534	547,611	574,992
Engineers Canada	1,035,000	1,086,750	1,141,088	1,198,142	1,258,049	1,320,951
Computers and telephone	1,387,123	1,550,042	1,627,544	1,708,921	1,794,367	1,884,086
Chapters	608,629	1,242,000	1,304,100	1,369,305	1,437,770	1,509,659
Occupancy costs	788,427	913,896	932,174	950,817	969,833	989,230
Legal (Corporate, Prosecution & Tribunal)	1,066,582	855,308	872,414	889,863	907,660	925,813
Transaction fees	750,790	838,990	880,939	924,986	971,236	1,019,797
Volunteer expenses	313,239	435,350	444,057	452,938	461,997	471,237
Contract staff	644,152	796,836	836,677	878,511	922,437	968,559
Postage and courier	148,275	132,595	139,225	146,186	153,496	161,170
Consultants	507,611	413,432	434,104	455,809	478,600	502,529
Recognition, grants and awards	121,500	121,776	127,865	134,258	140,971	148,019
Professional development	186,448	471,564	495,142	519,899	545,894	573,189
Office supplies	41,863	66,032	69,334	72,800	76,440	80,262
Insurance	167,175	176,650	185,482	194,756	204,494	214,719
Printing & photocopying	43,000	55,000	57,750	60,638	63,669	66,853
Staff expenses	41,020	85,250	89,512	93,988	98,687	103,621
Advertising	60,737	58,200	61,110	64,165	67,373	70,742
	26,671,901	30,521,660	31,360,800	32,229,848	33,185,820	34,176,067
EXCESS OF REVENUE OVER EXPENDITURE before undernoted	\$6,437,385	\$1,521,659	\$1,600,580	\$1,646,626	\$1,649,424	\$1,645,493
EXPENSES - NON CORE OPERATIONS	3,423,873	5,083,048	771,250	82,688	86,822	500,000
EXCESS OF REVENUE OVER EXPENDITURE	\$3,013,512	(\$3,561,389)	\$829,330	\$1,563,939	\$1,562,602	\$1,145,493

Note: (1) Revenue projections based on 2% growth, with the exception of 40 Sheppard revenues which are based on a 3% growth; and Ad revenue which is projected to grow by 0.75%

(2) Operational Cost projections are based on 5% growth, with the exception of FT salaries and benefits which are projected to grow by 2%

Professional Engineers Ontario
Statement of financial position projection
for the years ending December 31 - DRAFT

DRAFT - reviewed by AFC on Oct 18, 2022

	2022 FORECAST	2023 BUDGET	2024 PROJECTION	2025 PROJECTION	2026 PROJECTION	2027 PROJECTION
ASSETS						
CURRENT						
Cash	14,565,297	14,565,297	14,565,297	14,565,297	14,565,297	14,565,297
Marketable securities at fair value	19,885,232	16,144,376	15,799,837	16,292,988	16,827,920	16,989,921
Cash & marketable securities	34,450,529	30,709,674	30,365,134	30,858,285	31,393,217	31,555,219
Accounts receivable	700,544	700,544	700,544	700,544	700,544	700,544
Prepaid expenses and deposits	464,030	464,030	464,030	464,030	464,030	464,030
Other assets	101,167	31,112	(35,634)	(48,490)	(58,249)	(63,633)
Prepaid expenses, deposits & other assets	565,197	495,142	428,396	415,540	405,781	400,397
	35,716,270	31,905,360	31,494,074	31,974,369	32,499,542	32,656,160
Capital assets	28,438,678	27,599,404	28,477,115	29,560,787	30,598,216	31,587,091
	64,154,948	59,504,764	59,971,190	61,535,156	63,097,758	64,243,251
LIABILITIES						
CURRENT						
Accounts payable and accrued liabilities	2,511,125	2,511,125	2,511,125	2,511,125	2,511,125	2,511,125
Fees in advance and deposits	11,730,592	11,730,592	11,730,592	11,730,592	11,730,592	11,730,592
Current portion of long term debt	1,088,796	362,904	-	-	-	-
	15,330,513	14,604,621	14,241,717	14,241,717	14,241,717	14,241,717
LONG TERM						
Long term debt	362,904	-	-	-	-	-
Employee future benefits	10,960,300	10,960,300	10,960,300	10,960,300	10,960,300	10,960,300
	11,323,204	10,960,300	10,960,300	10,960,300	10,960,300	10,960,300
Net Assets	37,501,231	33,939,843	34,769,173	36,333,139	37,895,741	39,041,234
	64,154,948	59,504,764	59,971,190	61,535,156	63,097,758	64,243,251

Professional Engineers Ontario
Statement of projected cash flows
for the years ending December 31 - DRAFT

DRAFT - reviewed by AFC on Oct 18, 2022

	2022	2023	2024	2025	2026	2027
<u>Operating</u>	FORECAST	BUDGET	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Excess of revenue over expenses - operations	3,013,512	-3,561,389	829,330	1,563,939	1,562,602	1,145,493
Add (deduct) items not affecting cash						
Amortization	1,409,971	1,323,699	1,372,288	1,416,328	1,462,571	1,511,125
Amortization - other assets (leasing)	70,152	70,055	66,746	12,884	9,759	5,384
Total Operating	4,493,635	-2,167,635	2,268,364	2,993,151	3,034,932	2,662,002
<u>Financing</u>						
Repayment of mortgage	-1,088,796	-1,088,796	-362,904	-	-	-
Total Financing	-1,088,796	-1,088,796	-362,904	-	-	-
<u>Investing</u>						
<u>Additions to Capital Assets:</u>						
Additions to Building (Recoverable)	-143,052	-404,425	-500,000	-500,000	-500,000	-500,000
Additions to other Capital Assets (F&F, IT, Phone, AV, etc.)	-15,823	-80,000	-1,750,000	-2,000,000	-2,000,000	-2,000,000
Total Investing	-158,875	-484,425	-2,250,000	-2,500,000	-2,500,000	-2,500,000
Net Cash Increase/(Decrease) during the year	3,245,964	-3,740,856	-344,540	493,151	534,932	162,002
Cash, beginning of year	11,319,333	14,565,297	10,824,442	10,479,902	10,973,053	11,507,985
Cash, end of year	14,565,297	10,824,442	10,479,902	10,973,053	11,507,985	11,669,987
Cash/Investments, end of year	34,450,529	30,709,674	30,365,134	30,858,285	31,393,217	31,555,219
Comprised of:						
Cash	14,565,297	14,565,297	14,565,297	14,565,297	14,565,297	14,565,297
Investments	19,885,232	16,144,376	15,799,837	16,292,988	16,827,920	16,989,921
	34,450,529	30,709,674	30,365,134	30,858,285	31,393,217	31,555,219

Professional Engineers Ontario
40 Sheppard Ave. - Statement of projected revenues and expenses
for the years ending December 31 - DRAFT

DRAFT - reviewed by AFC on Oct 18, 2022

Description	2022 FORECAST	2023 BUDGET	2024 PROJECTION	2025 PROJECTION	2026 PROJECTION	2027 PROJECTION
Rental income	829,138	885,390	918,899	942,325	963,828	979,812
Operating cost	1,683,206	1,914,833	1,920,564	1,953,751	1,999,038	2,045,575
Property tax	395,303	384,003	439,251	444,817	453,713	462,787
Parking income	158,250	162,000	162,000	162,000	162,000	162,000
Other space rent	144,587	140,381	140,381	140,576	140,576	140,576
TOTAL REVENUE	3,210,484	3,486,607	3,581,095	3,643,469	3,719,155	3,790,750
Less PEO Share of CAM & Tax	751,622	866,025	883,346	901,013	919,033	937,414
TOTAL REVENUE excluding PEO share of CAM & Tax	2,458,862	2,620,582	2,697,749	2,742,456	2,800,122	2,853,336
Utilities	474,805	513,367	523,634	534,107	544,789	555,685
Property taxes	431,295	439,921	448,720	457,694	466,848	476,185
Amortization	355,904	359,169	384,106	403,311	423,477	444,650
Payroll	265,963	279,261	284,846	290,543	296,354	302,281
Janitorial	206,979	245,748	249,102	254,084	259,166	264,349
Repairs and maintenance	260,775	296,129	286,936	292,675	298,528	304,499
Property management and advisory fees	50,000	60,000	60,000	60,000	60,000	60,000
Road and ground	22,423	30,647	17,462	17,811	18,167	18,531
Administration	29,318	35,830	36,547	37,278	38,023	38,784
Security	69,187	59,058	60,239	61,444	62,673	63,927
Insurance	39,375	38,099	38,861	39,638	40,431	41,240
TOTAL RECOVERABLE EXPENSES	2,206,024	2,357,229	2,390,453	2,448,585	2,508,456	2,570,131
Interest expense on note and loan payable	68,174	28,810	2,124	-	-	-
Amortization of building	388,293	388,293	388,293	388,293	388,293	388,293
Amortization of leasing costs	70,152	70,055	66,746	12,884	9,759	5,384
Amortization of non-recov cap	91,225	103,190	103,190	103,190	103,190	103,190
Other non-recoverable expenses	33,721	51,180	51,180	51,180	51,180	51,180
TOTAL OTHER EXPENSES	651,565	641,528	611,533	555,547	552,422	548,047
TOTAL EXPENSES	2,857,589	2,998,757	3,001,986	3,004,132	3,060,878	3,118,178
Less PEO Share of CAM & Tax	751,622	866,025	883,346	901,013	919,033	937,414
TOTAL EXPENSES excluding PEO share of CAM	2,105,967	2,132,732	2,118,640	2,103,119	2,141,845	2,180,764
NET INCOME	352,895	487,850	579,109	639,337	658,277	672,572

Professional Engineers Ontario**Council and Special Projects**

DRAFT - reviewed by AFC on Oct 18, 2022

S. No	Projects and Council initiatives	2022 Budget	2022 Forecast	2023 Budget	2024	2025	2026
1	HR governance & restructuring related expenses (Note 1)	\$1,356,000	\$850,000	\$900,000	-	-	-
2	Anti-Racism WG	-	\$200,000	\$210,000	-	-	-
3	IDDC Project	\$570,000	\$920,000	\$536,936	-	-	-
4	Human Resources Information System (Note 2)	-	\$17,820	\$33,612	-	-	-
5	Aptify Enhancements	\$63,000	-	\$50,000	-	-	-
6	Scoping of Portal Upgrade	\$75,000	-	\$25,000	-	-	-
7	Contractors for IT initiatives	\$698,000	-	-	-	-	-
8	Data quality and governance	\$62,000	-	-	-	-	-
9	Online application process	\$186,000	\$130,000	-	-	-	-
10	Records retention	\$72,000	-	-	-	-	-
11	Enhanced security	\$55,000	\$130,000	-	-	-	-
12	Transformation, Centennial gala (for 2022) and other initiatives	\$500,000	\$395,000	\$192,500	\$192,500	-	-
13	Policy development initiatives	-	-	\$60,000	-	-	-
14	Councillor Training	-	-	\$75,000	\$78,750	\$82,688	\$86,822
15	OPEA Sponsorship	-	\$8,000	-	-	-	-
16	FARPACTA (Note 3)	-	\$773,053	\$3,000,000	\$500,000	-	-
		\$3,637,000	\$3,423,873	\$5,083,048	\$771,250	\$82,688	\$86,822

Notes:

- 1 Spend includes costs for HR consultant and various other initiatives
- 2 Human Resources Information System enhancement
- 3 Spend on FARPACTA includes costs for software, IT vendor costs, advisory services, training costs, etc
- 4 Additional information on the strategic plan projects will be provided when available



Professional Engineers
Ontario

C-552-2.4

Appendix B

Professional Engineers Ontario

2023 Operating and Capital Budget Assumptions

2023 Budget Assumptions

This document presents key assumptions for revenues, operating expenses and capital expenses related to PEO's 2023 operating and capital budgets.

A. General Assumptions

It is assumed that in 2023, PEO will continue with a hybrid mode that allows for both working from home and the office. In line with previous years, Council-directed or special one-time projects will be funded from the cash surplus. Additional monies will be budgeted for the strategic plan as soon as additional information on specific projects becomes available.

B. Capital Expenditure Assumptions

PEO's capital expenditures in 2023 are expected to be as indicated below:

Technology Projects

PEO has shifted from Capex to operating expenditures by transitioning to a digital/cloud first subscription-based model for services. In line with previous years, a majority of computer hardware will be leased. Increased use of consultants, contract staff, and FT staff will provide for the existing and new business requirements. A move to a risk-based approach to technology will require increased expenditures in security software and services.

With the to move to a hybrid workforce, PEO will continue to look at all existing business services to determine the required technology to support this new working style. Necessary investments to replace incompatible, ageing analog AV technology will be critical to a successful transformation will continue to be made. For a more proactive budgeting model, a 5 per cent technology contingency will be added to the yearly technology budget to cover unexpected costs.

Building improvements – recoverable

Critical and key repairs and upgrades to common areas of the building, including environmental initiatives shall be undertaken in 2023 in accordance with the recommendations by PEO's property manager.

Facilities

Funding will be made available for workplace changes necessary to accommodate newly hired staff who prefer a return-to-work option.

C. Revenue Assumptions

Based on prior member statistics and current trends, the budget assumptions for the 2023 budget are:

1. Membership levels, fees, and dues

- All fees, including P.Eng. fees, EIT fees, application fees, registration fees, limited license fees and provisional license fees will continue to be billed per the current fee schedule in place.
- Net growth rate in the number of full-fee P.Eng. members is expected to be in the range of 0.5 to 2 per cent based on historical trends. The impact of various regulatory changes such as mandatory CPD and FARPACTA will be factored in when arriving at budget estimates. It is expected that FARPACTA will result in a significant decline in the number of new applications due to the fact that applicants will now need to apply after the four-year experience requirement is met.
- Net growth rate in the number of retirees and partial fee members is expected to be in the range of 1 per cent to 5 per cent based on historical trends. The impact of various regulatory changes such as mandatory CPD and FARPACTA will be factored in when arriving at budget

2023 Budget Assumptions

estimates.

- Miscellaneous revenue from enforcement-related activities, regulatory recoveries, and administrative fees will be factored in the 2023 budget.

2. Investment income

PEO's fund manager does not predict returns over a twelve-month cycle. Given the expected return to normality in 2023, returns of around 3 per cent can be expected.

3. Advertising income

Advertising revenue in 2023 is expected to be in the range of \$100k to \$120k. Ad revenue for the year ended December 31, 2021 was \$101k.

4. Rental income from 40 Sheppard

Rental income is expected to remain in line with total recoverable expenses. Appropriate adjustments shall be made depending on how the situation with the pandemic evolves.

D. Expense Assumptions

1. Salaries

Additional information on hiring and the compensation philosophy will be shared once available.

2. Benefits

Benefits include health, vision, life and dental benefits. For the budget, a premium increase of 7 per cent has been assumed based on the information received from the benefits provider.

3. PEO pension plan

The pension plan contribution for 2023 will be based on the three-year mandatory funding valuation conducted by PEO's actuary. Based on the inputs provided, employer costs are projected to be no more 27.8 per cent of gross salary. RRSP contributions will be up to a max 5 per cent of gross salary.

4. Statutory deductions

These include Canada Pension Plan (CPP), Employer Health Tax (EHT) and Employment Insurance (EI). For 2023, it is anticipated that CPP increases to 5.95 per cent. EHT remains unchanged at 1.95 per cent and EI is also expected to remain unchanged at 2.5 per cent.

5. Other assumptions

- The increase in spend for regular operations will be assumed to be at the forecasted inflation of 5 per cent and all programs will be subject to evaluation.
- Chapter spending may vary outside of the range of the forecasted inflation rate, depending on chapter business plans for 2023.
- The Engineers Canada assessment rate is expected to remain unchanged.
- It is expected that the nature and volume of complaint, discipline, and enforcement files, as well as claims against PEO will remain consistent with previous years.
- These assumptions may be revised as more information on the Covid-19 pandemic and data on various projects and spend items become available.

6. 40 Sheppard Expenses

Expenses include operating expenses (recoverable and non-recoverable) and financing expenses. Total recoverable tenant expenses are expected to increase by approximately 2.5 per cent to 3 per cent.

Briefing Note – Decision

C-552-2.5

2023 CAPITAL BUDGET

Purpose: To review and approve the draft 2023 capital budget.

Motion to consider: (requires a simple majority of votes cast to carry)

That Council approve the draft 2023 capital budget reviewed by the Audit and Finance Committee and presented to the meeting as C-552-2.5, Appendix A.

Prepared by Chetan Mehta – Director, Finance

Moved by Lorne Cutler, P.Eng. – Chair, Finance Committee

1. Need for PEO Action

The Audit and Finance Committee (AFC) completed its second review of the draft 2023 operating and capital budgets (“2023 budgets”) on October 18, 2022 and recommended that these be presented to Council for approval. As the next step in the business planning cycle, Council needs to approve the draft 2023 capital budget (Appendix A).

The key highlights of the draft 2023 capital budget are summarized below. The total capital budget for 2023 is \$484.4k, and is comprised of the following parts:

- 1) Capital Improvements to 40 Sheppard - \$404.4k;
- 2) Computer Hardware - \$40k; and
- 3) Office Furniture and miscellaneous contingencies - \$40k

1) Capital Improvements to 40 Sheppard

An amount \$344.6k has been budgeted for capital improvements that are part of Common Area Maintenance (CAM) costs which are recoverable from tenants and recommended by BGIS, PEO’s property manager. These planned improvements in 2023 include:

- \$200k for exterior wall sealant replacement
- \$75k for electrical distribution
- \$40k for waterproof transformer vault
- \$20k for window replacement; and
- \$9.6k for cooling tower bearing/drive belt

A total amount of \$59.8k has been budgeted for leasehold improvements (or inducements) for the vacant space on the 2nd floor. Leasehold inducements are incentives for renovations which are provided to potential tenants for signing leases.

2) Computer Hardware

The expenditure for 2023 is:

- \$40k server replacement

3) Facilities

The expenditures for 2023 are:

- \$40k for replacing old office furniture and for miscellaneous contingencies

2. Proposed Action / Recommendation

That Council approve the draft 2023 capital budget.

3. Next Steps (if motion approved)

On receiving Council approval, the 2023 capital budget will be used for supporting PEO operations in the coming year.

4. Peer Review & Process Followed

Process Followed	<p>The senior management team and staff began work on the operating and capital budgets for 2023 in June. A draft copy of the 2023 operating and capital budgets along with the 2022 forecast was completed in August and distributed to the AFC prior to its meeting on Sept 8, 2022.</p> <p>During this meeting, the AFC met with the Director of Finance and the CEO/Registrar to review the first draft of the 2023 operating and capital budgets. Key highlights of the budgets were reviewed, and questions put forward by the Committee members were answered.</p> <p>After discussion and inputs from staff, the Committee members unanimously concurred that the draft version of the 2023 operating and capital budgets be presented to Council for information and feedback at the Council meeting on September 23, 2022.</p> <p>The AFC met again on Oct 18, 2022 to review the draft 2023 operating and capital budgets. After discussion and extensive questions to staff, the Committee members agreed that the draft 2023 operating and capital budgets be presented to Council for approval at its meeting on Nov 25, 2022.</p>
Council Identified Review	Council approve the draft 2023 budgets as presented.
Actual Motion Review	The Audit and Finance Committee met on October 18 th , 2022 to review the draft 2023 operating and capital budgets and recommended that these be presented to Council for approval at its meeting in Nov.

5. Appendices

- Appendix A – 2023 Draft Capital Budget

Professional Engineers Ontario

2023 Capital Budget - DRAFT

DRAFT - reviewed by AFC on Oct 18, 2022

C-552-2.5
Appendix A

S. No	Project	2022		2023
		Budget	Forecast	Budget
	40 Sheppard Ave - Recoverable expenses			
1	Exterior Windows	66,958		
2	Planters Revamp	25,000		
3	Terminal Packing Units - Heat Pumps 4 @ 10K	40,000		
4	Common Area Wall Painting	80,000		
5	Garage repairs	350,000		
6	Control Systems		52,343	
7	Security Upgrade - Kantech replacement ISL		4,734	
8	LED Lighting Retrofit		85,975	
9	Cooling Tower Bearing/Drive Belt			9,600
10	Waterproof Transformer Vault - (North Planter)			40,000
11	Electrical Distribution			75,000
12	Window Replacement			20,000
13	Exterior Wall sealant Replacement			200,000
	TOTAL 40 Sheppard- Common Area	561,958	143,052	344,600
	40 Sheppard Ave - Non-Recoverable			
14	Tenant inducements for leasing space on 2nd Floor			59,825
	Total 40 Sheppard Ave - Non-Recoverable	-	-	59,825
	TOTAL 40 Sheppard recoverable expenses	561,958	143,052	404,425
	Hardware			
15	Server replacement	-	-	40,000
	Total Computer Hardware	-	-	40,000
	Facilities			
16	Office furniture and miscellaneous contingencies		15,823	40,000
	Total Facilities	-	15,823	40,000
	TOTAL Spend on Capital Assets	\$561,958	\$158,875	\$484,425

Briefing Note – Decision

C-552-2.6

BORROWING RESOLUTION POLICY

Purpose: To renew PEO's existing operating line of credit with Scotiabank until January 31, 2024.

Motions to consider: (requires a simple majority of votes cast to carry)

That Council:

- a) approve the borrowing of money upon the credit of the association by way of:
 - i) an operating overdraft up to an amount not to exceed CAD\$250,000; and
 - ii) use of corporate credit cards with an aggregate limit not to exceed CAD\$120,000.
- b) in compliance with PEO's Internal Control Banking Policy, hereby confirms that this Borrowing Resolution is to expire on January 31, 2024.

Prepared by: Chetan Mehta, Director - Finance

Moved by: L. Cutler, P.Eng. – Chair, Finance Committee

1. Need for PEO Action

PEO's By-Law #1 – Section 47 states that:

"Council may from time to time borrow money upon the credit of the Association by obtaining loans or advances or by way of overdraft or otherwise"

PEO's Internal Control Banking Policy requires that "the borrowing resolution shall be reviewed and approved by Council on an annual basis".

To help manage the working capital and provide convenience to senior volunteers and staff, Scotiabank provides PEO two credit facilities:

- a. an operating overdraft up to an amount not to exceed CAD \$250,000 at Prime rate; and
- b. use of corporate credit cards with an aggregate limit not to exceed CAD \$120,000.

These credit facilities expire on January 31, 2023, so this agenda item is being considered now. In order to renew the existing credit arrangement with the bank for another year, Council is asked to approve the borrowing resolution.

PEO has adequate cash flow to meet its business requirement on regular basis. The overdraft facility is only for contingency purposes. Corporate credit cards provide convenience to senior volunteers and senior staff for PEO business expenditures. The credit card balances are paid off every month.

2. Proposed Action / Recommendation

The Finance Committee recommends that Council:

- a) Approve the borrowing of money upon the credit of the association by way of:
 - 1) An operating overdraft up to an amount not to exceed CAD\$250,000; and
 - 2) Use of corporate credit cards with an aggregate limit not to exceed CAD\$120,000.

b) In compliance with PEO's Internal Control Banking Policy, confirm that this Borrowing Resolution is renewed to expire on January 31, 2024.

3. Next Steps (if motion approved)

If approved by Council, the President and the CEO/Registrar will sign the attached (Appendix A) Borrowing Resolution so that Scotiabank can renew the current credit facilities to January 31, 2024.

4. Peer Review & Process Followed

Process Followed	<ul style="list-style-type: none"> The borrowing resolution was developed by staff after considering PEO's working capital requirements.
Council Identified Review	N/A
Actual Motion Review	<ul style="list-style-type: none"> The borrowing resolution was approved by the Audit and Finance Committee at its meeting held on October 18, 2022.

5. Appendices

- Appendix A – Borrowing Resolution

ASSOCIATION OF PROFESSIONAL ENGINEERS OF ONTARIO (PEO)

BORROWING RESOLUTION

PEO's By-Law No. 1, section 47(a) states that:

The Council may from time to time: (a) borrow money upon the credit of the Association by obtaining loans or advances or by way of overdraft or otherwise;

Resolution

That Council:

- a) approve the borrowing of money upon the credit of the Association by way of:
 - i) establishing an operating overdraft up to an amount not to exceed CAD \$250,000;
and
 - ii) obtaining corporate Visa credit cards with an aggregate limit not to exceed CAD\$120,000.
- b) confirm that this Borrowing Resolution expires on January 31, 2024.

Certified this 25th day of November, 2022 to be a true, and a complete copy of section 47 of By-Law No. 1 of the Association and of a resolution passed by Council.

Signed by _____
Nick Colucci, P.Eng., FEC, President

Signed by _____
Johnny Zuccon, P. Eng., CEO/Registrar

Briefing Note – Decision

C-552-2.7

Safe Disclosure ("Whistleblower") Policy

Purpose: To establish the expectation and conditions for the reporting and handling of allegations of unethical, illegal, or fraudulent conduct.

Motion(s) to consider: (requires a majority of votes cast to carry)

Whereas it is one of the Human Resources and Compensation Committee's (HRCC) risk management Charter responsibilities to *"oversee the effective implementation and use of a Safe Disclosure ("Whistleblower") Protocol for staff members and others to safely report potential breaches of conduct of senior management to designated trusted third parties, protecting the anonymity of disclosers"*

Be it Resolved:

That Council approves the *Safe Disclosure ("Whistleblower") Policy* as recommended by the HRCC and presented to the meeting at C-552-2.7, Appendix A.

Prepared by: Pauline Gavilanez – HR Consultant and Meg Feres – Supervisor, Council Operations

1. Background

At its meeting of September 8, 2022, the HRCC reviewed a draft "Whistleblower" Policy and discussed its importance from a risk management perspective. It was agreed that the definitions of "Council" and "PEO" should be the same as used in the Professional Engineers Act; and that it must be clear that Council includes both those who are elected and those who are appointed by the Lieutenant Governor-in Council.

The Committee directed staff to make revisions as discussed and agreed to review the revised version at its next scheduled meeting before making a recommendation to Council for approval.

At its meeting of November 3, 2022, the HRCC reviewed the revised draft document and by consensus agreed to recommend it to Council for approval at its meeting scheduled for November 25, 2022.

2. Need for Action

Anyone associated with Professional Engineers Ontario ("PEO") is expected to demonstrate honesty and integrity in fulfilling their responsibilities and must comply with all applicable laws and regulations. In particular, PEO expects all employees, volunteers and council members to abide by the highest standards of business and personal ethics in the conduct of any work done on behalf of the organization or under its auspices.

This Policy sets out the duty of all employees, volunteers, and council members to report misconduct or suspected misconduct, including fraud and financial impropriety. It also guarantees that anyone who makes a report in good faith will be protected from retaliation.

3. Safe Disclosure ("Whistleblower") Policy

The *Safe Disclosure ("Whistleblower") Policy* (see Appendix A) includes the following sections:

1. Overview and Preface
2. Definitions of relevant individuals and groups
3. Policy Imperatives: Duty to Report Misconduct; Acting in Good Faith; and No Retaliation
4. Procedures: Reporting Misconduct; Reporting of Retaliation; and Appeal
5. Employee Acknowledgement

4. Next Steps

If Council passes the motion referenced in this Briefing Note, the policy will be communicated to employees, volunteers, and Council of PEO. It will also be posted on PEO's website.

Appendices

Appendix A: Safe Disclosure ("Whistleblower") Policy

C-552-2.7
Appendix A

Policy Name:	Whistle blower Policy		
Date Issued:	November 2022	Review date:	
Applies To:	All Employees, Volunteers, and Council of PEO		
Owner:	Council	Handler:	Operations

Overview and Preface

This Policy is intended to establish the expectation and conditions for the reporting and handling of allegations of unethical, illegal, or fraudulent conduct.

Anyone associated with Professional Engineers Ontario ("PEO") is expected to demonstrate honesty and integrity in fulfilling their responsibilities and must comply with all applicable laws and regulations. PEO expects all employees, volunteers, and council members to abide by the highest standards of business and personal ethics in the conduct of any work done on behalf of the organization or under its auspices.

This Policy sets out the duty of all employees, volunteers, and council members to report misconduct or suspected misconduct, including fraud and financial impropriety. It also guarantees that anyone who makes a report in good faith will be protected from retaliation.

Definitions

For the purpose of this policy:

"Council" includes both those who are elected and those who are appointed by the Lieutenant Governor-in Council to the Council of the Association of Professional Engineers of Ontario.

"PEO" refers to the Association of Professional Engineers of Ontario

"Volunteer" any individual who receives no remuneration for carrying out duties on behalf of PEO, including unpaid or receiving honorarium members of committees and task forces, chapter volunteers and individuals appointed by Council to external boards or agencies.

"ELT" Executive Leadership Team. The ELT includes the CEO/ Registrar, any Deputy Registrar(s) and any staff Vice Presidents, one of whom may also serve as Chief Legal Officer.

"Compliance Officer" for the purpose of this Policy would be the Chief Executive Officer (CEO/Registrar or designate).

"Employees" means anyone being paid through PEO's payroll.

POLICY

Duty to Report Misconduct

It is the duty of all Council members, employees, and volunteers to report any factual information or any reasonable belief regarding misconduct or suspected misconduct, including fraud and financial impropriety. This includes but is not limited to:

- Providing false or misleading information, or withholding material information on PEO's financial statements, tax returns or other public documents.
- Pursuit of material benefit or advantage in violation of any of PEO's Policies
- Misappropriation or misuse of PEO's resources such as funds or assets
- Unauthorized alteration or manipulation of electronic records.

Acting in Good Faith

Anyone filing a complaint alleging a type of misconduct covered by this policy must act in good faith and have reasonable grounds for believing the information disclosed indicates wrongdoing. Making allegations that cannot be substantiated and which are proven to have been made maliciously and/or with knowledge that they are false could result in disciplinary action up to and including termination or removal of responsibilities/position.

No Retaliation

No employee, volunteer, or council member who in good faith makes a report under this policy shall suffer retaliation. Retaliation means any direct or indirect detrimental action threatened or taken against an individual. Anyone who is found to have retaliated against someone who has made a report in good faith under this policy will be subject to discipline up to and including termination.

PROCEDURES

The CEO/Registrar is the Compliance Officer responsible for investigating and resolving all reports under this policy and is required to report to Council on all such reports. The Chair of Council (or alternatively, the Chief Legal Officer or such other person designated by the CEO/Registrar for this purpose) shall be the Compliance Officer for any reports where the CEO/Registrar is either the person making the report or the subject of such a report.

The role of the Compliance Officer with respect to protection against retaliation is to receive written reports of retaliation; to keep a confidential record of all reports received; to inform Council of the reports; and to conduct a review within 30 business days of receiving the report.

Reporting of Misconduct

In most cases, an employee is encouraged to share their questions, complaints or concerns with their manager, or applicable chapter or committee member. However, if the employee, volunteer, or committee member is not comfortable going this route, the individual is encouraged to speak with or they may approach the Compliance Officer, the Chief Legal Officer or such person designated by the CEO/Registrar for this purpose, or any member of the Executive Leadership Team (ELT) to report such cases.

C-552-2.7
Appendix A

Any ELT member or staff in a management role who uncovers suspected misconduct must report such misconduct in writing to the Compliance Officer. An employee with concerns or complaints may also submit their concerns in writing directly to the Compliance Officer.

Reports under this policy will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

The Compliance Officer will acknowledge receipt of any report under this policy in writing within ten business days. All reports will be investigated within 30 business days except for extenuating circumstances. Appropriate action will be taken at the completion of the investigation. Council will be informed of all such reports and their disposition.

Reporting of Retaliation

Individuals who believe that retaliatory action has been taken against them because they have made a report under this policy should forward all information and documentation to support their complaint to the Compliance Officer. Reports of retaliation will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

If the result of the investigation indicates there is a threat or credible case of retaliation, the Compliance Officer will refer the findings to HR and the appropriate manager(s) for staff and to Council itself for councillors and volunteers.

If the investigation reveals no threat or credible case of retaliation, the complainant will be advised of other informal mechanisms for conflict resolution. The complainant will be advised in writing the outcome of the investigation from the Compliance Officer. Council will be informed of the outcome.

Appeal Procedure

Should the complainant not be satisfied with the findings made by the Compliance Officer, the complainant may make a direct appeal to the Chief Legal Officer, or such other person designated by the CEO/Registrar for this purpose within 20 business days of the receipt of the written report. Ruling from the Chief Legal Officer or designated person will constitute the final disposition of the complaint.

Employee Acknowledgement

I have read the *Whistleblower Policy* set forth above. I understand its contents, agree to abide by it and acknowledge that the Policy forms part of my contract of employment. I also agree to seek clarification from my manager regarding any aspect of the Policy on which I am unclear.

Name:			
Signature:		Date:	

Briefing Note – Information

C-552-2.8

DATA PROTECTION POLICY

Prepared by: Dale Power, Secretariat Administrator

A verbal report will be provided at the meeting..

Briefing Note – Information

C-552-2.9

30 BY 30 METRICS

Purpose: to provide an annual report on the status and metrics for the 30 by 30 initiative to have 30% of newly licensed engineers be female by the year 2030

No motion required

Prepared by: Tracey Caruana, P.Eng., 30 by 30 Staff Advisor

Spokesperson: President, Christian Bellini, P.Eng., FEC, Vice Chair and Council Liaison, PEO 30 by 30 Task Force

1. Status Update

The 30 by 30 initiative is a commitment to raising the percentage of newly licensed engineers in Ontario who are women to 30 per cent by 2030. The third annual report of 30 by 30 Metrics, including the 2020 metrics, is shown in C-551 - Appendix A.

2. Background

The 30 by 30 Task Force was formed by PEO in 2018 to show visible leadership in addressing the underrepresentation of women licensed in the profession by formally endorsing the 30 by 30 initiative with Engineers Canada and committing to undertaking an action plan to resolve this inequity.

The 30 by 30 initiative is a commitment to raising the percentage of newly licensed engineers in Canada who are women to 30 per cent by 2030. In 2018, only 17.8 per cent of newly licensed engineers in Ontario were women.

The 30 by 30 Task Force was launched on June 2018 with a two-year term. An Action Plan was developed. A yearly check point was proposed to inform Council of the annual progress towards this goal. The first annual report was tabled at the November 15, 2019 Council meeting, using 2018 as the baseline year for metrics.

In March 2020, the Task Force was extended until the end of 2020 to facilitate PEO's inaugural 30 by 30 Annual Check-in with stakeholders. A further extension of the Task Force by one year to 31 December 2021 was approved at the September 2020 Council meeting, as well as additional funding, to compensate for delays in launching the 30 by 30 due to the pandemic and ensure the initiative's ongoing sustainability.

Appendices – Appendix A: 30 by 30 Metrics



**Professional Engineers
Ontario**

C-552-2.9
Appendix A



30 by 30 Metrics 2021 PEO Report

PEO's 30 by 30 Task Force

Regulating and advancing engineering practice to protect the public interest.



We are not just a regulator of the practice of professional engineering, we are a self-governing regulator. We have been granted that privilege by the people of the province because of the trust they have placed in us to regulate the profession on their behalf. Self-regulation is a privilege, and obligation, which we must take the utmost care to respect. There are many recent examples of where, when that trust breaks down, society, through its elected officials, alters the governance framework and imposes more direct control over the affairs of the regulator.

The 30 by 30 initiative speaks directly to this trust between society and regulator. If we, as a self-governing profession, are not reflective of the society on whose behalf we serve, society has every right to question our ability to equitably regulate. Society recognizes that gender equity is a goal that a just society should strive towards. The evidence is irrefutable that a more equitable society is a healthier society. Most other major professions have either achieved gender parity or made great strides towards it. With a current gender ratio of less than one female in five, engineering is an anomaly.

The 30 by 30 initiative is, admittedly, a stop-gap measure towards gender parity. But it allows us the opportunity for critical self-reflection, to examine the underlying reasons why our profession is not attracting “the best of the best” women in the same number as men. Society would expect no less.

Regulating and advancing engineering practice to protect the public interest.

2

30 by 30 PEO Metrics

- Data is based on year-end results for 2018, 2019 and 2020
- It is anticipated that this will be a yearly reporting to Council on the previous year's results
- 2021 data will be available in November 2022



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Ontario

LICENSING METRICS



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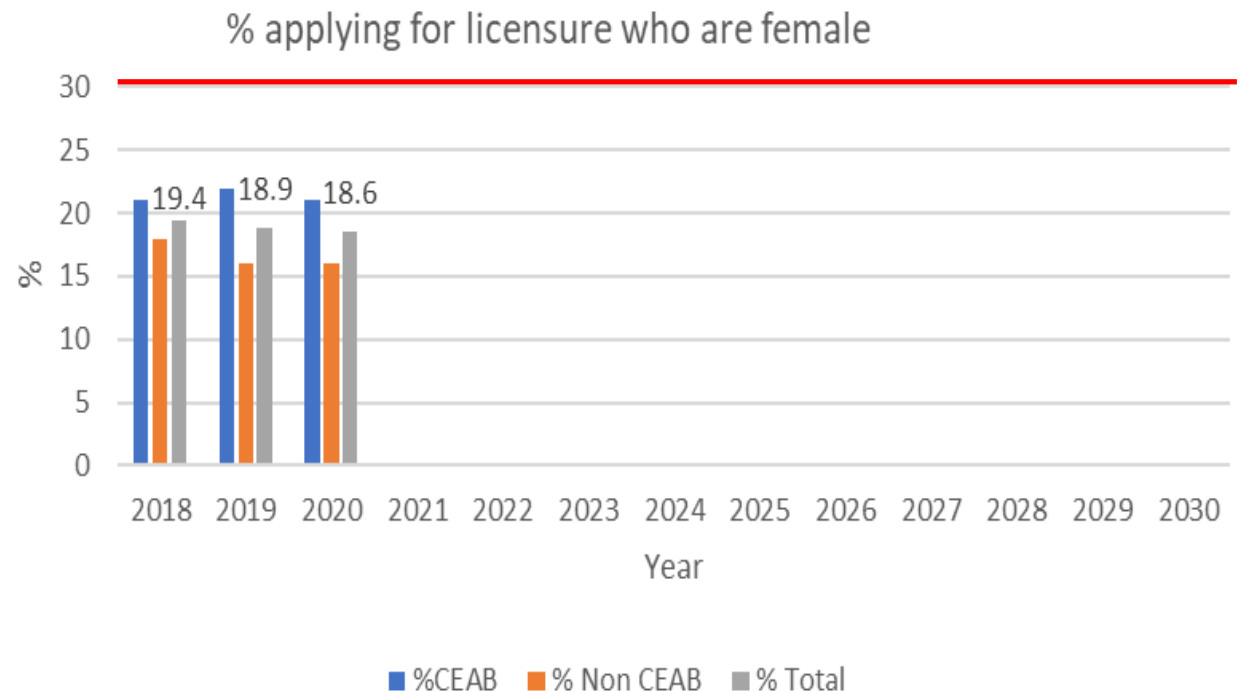


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Licensing Metrics

Percentage **applying**
for licensure who are
female

CEAB = Canadian
Engineering
Accreditation Board



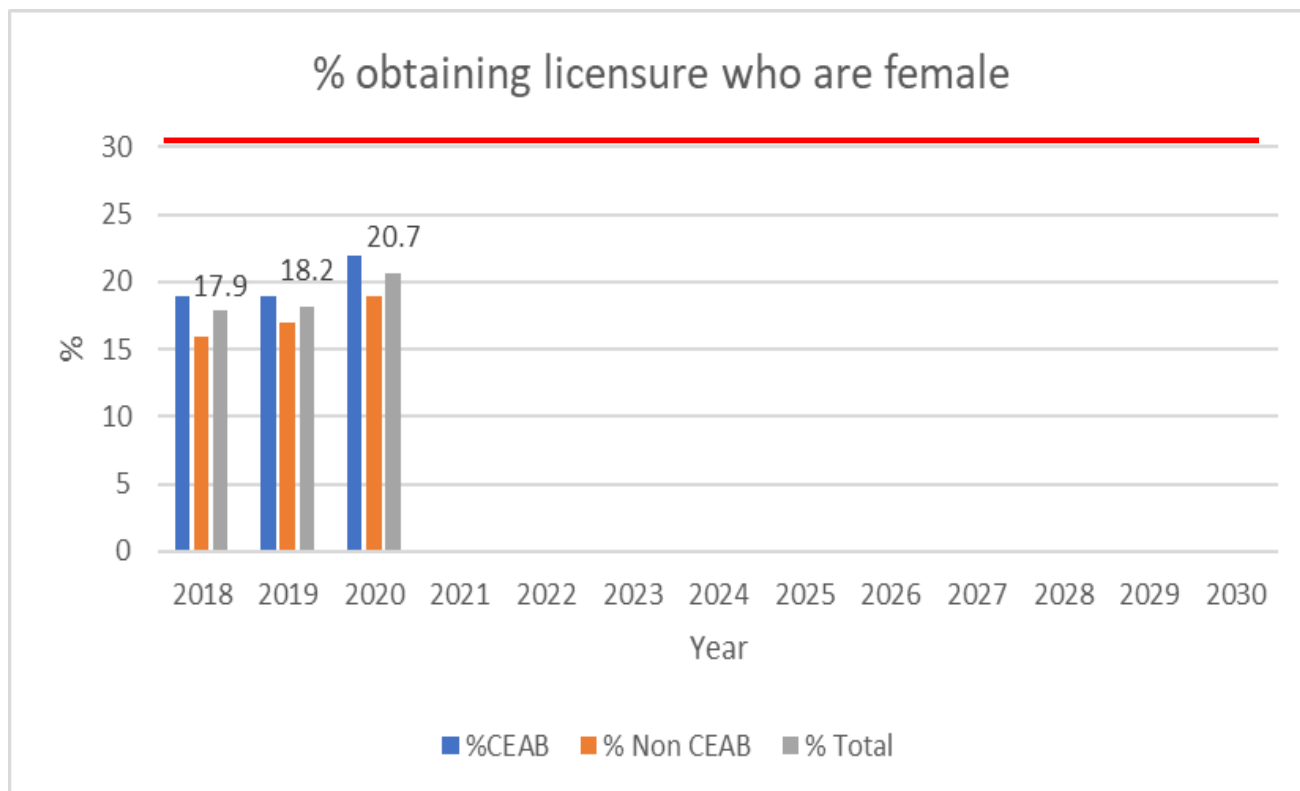
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5

Licensing Metrics

Percentage **obtaining**
licensure who are
female

CEAB = Canadian
Engineering
Accreditation Board



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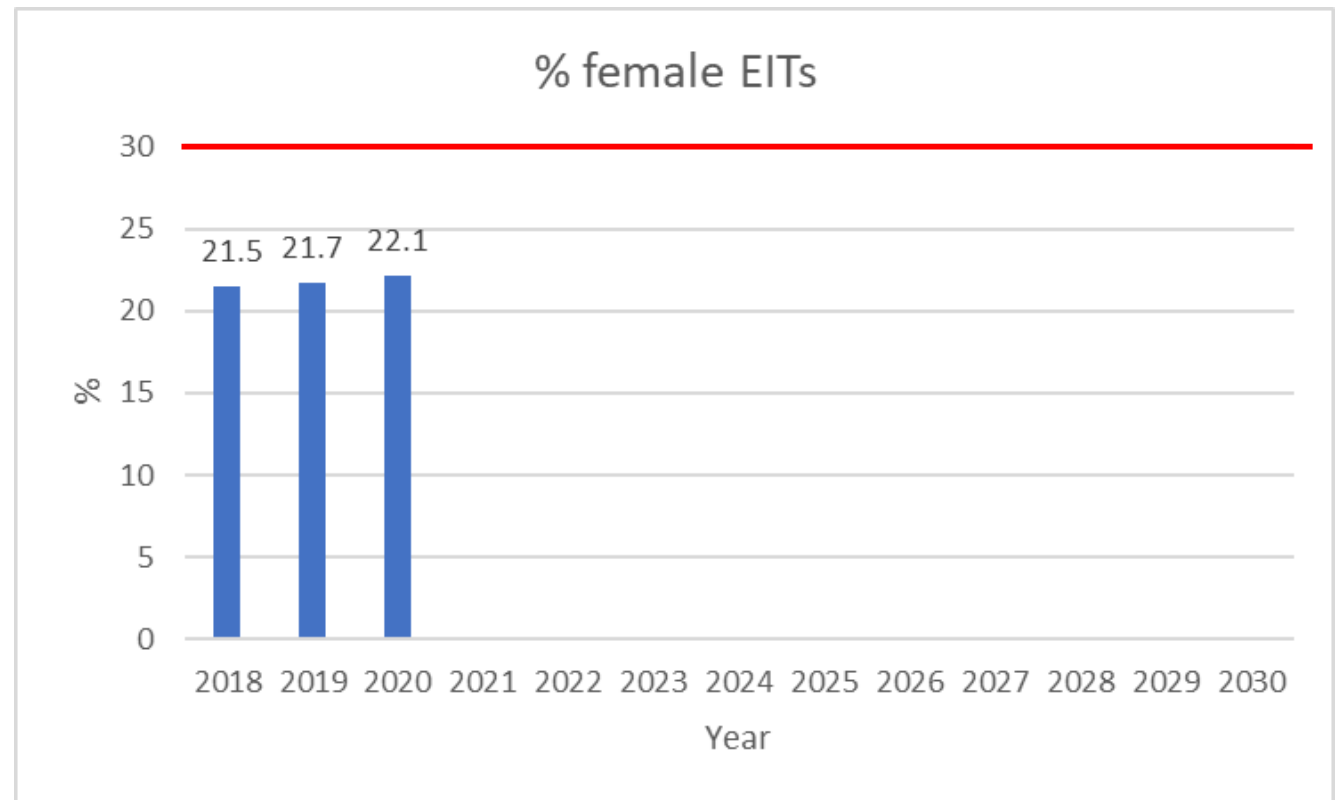
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EIT Metrics

Percentage

EITs

who are female



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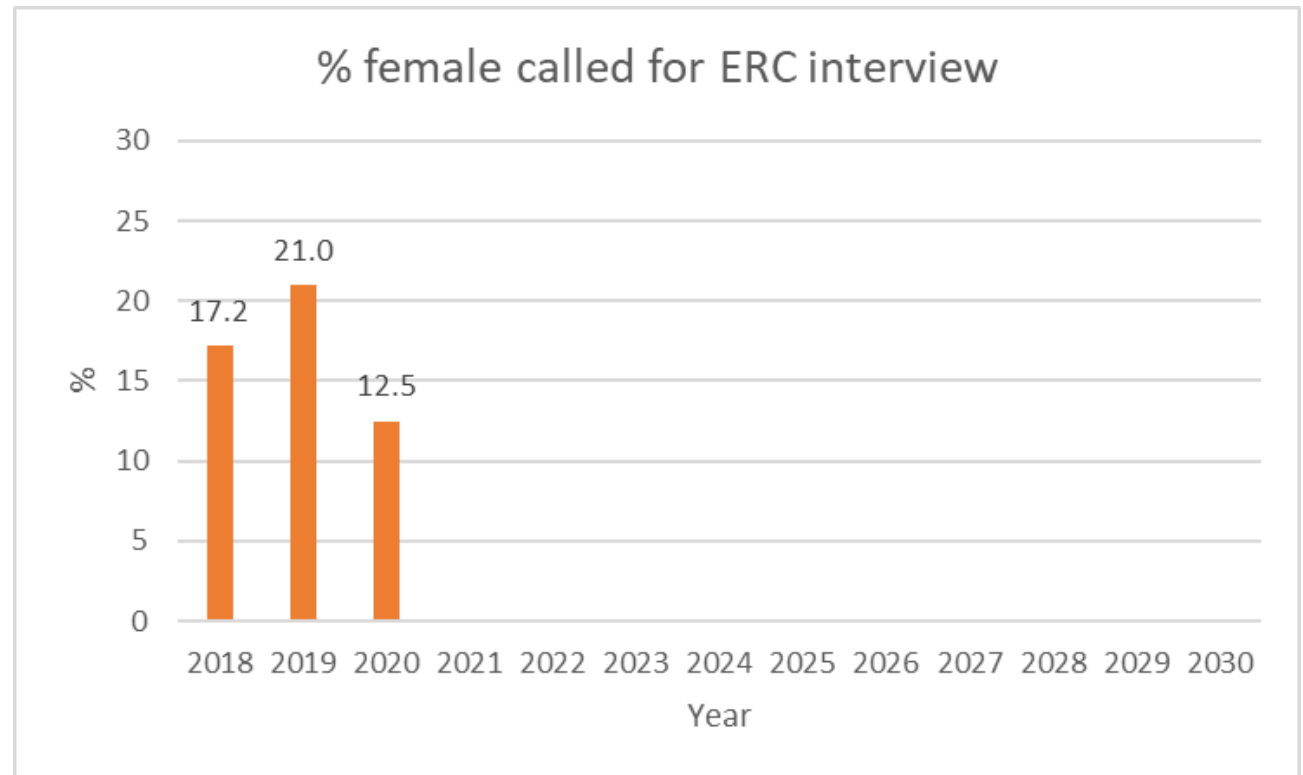
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ERC Interview Metrics

Percentage
being called for
ERC interviews
who are female



Note: 2020 had only 3 months of ERC interviews (January, February & March).

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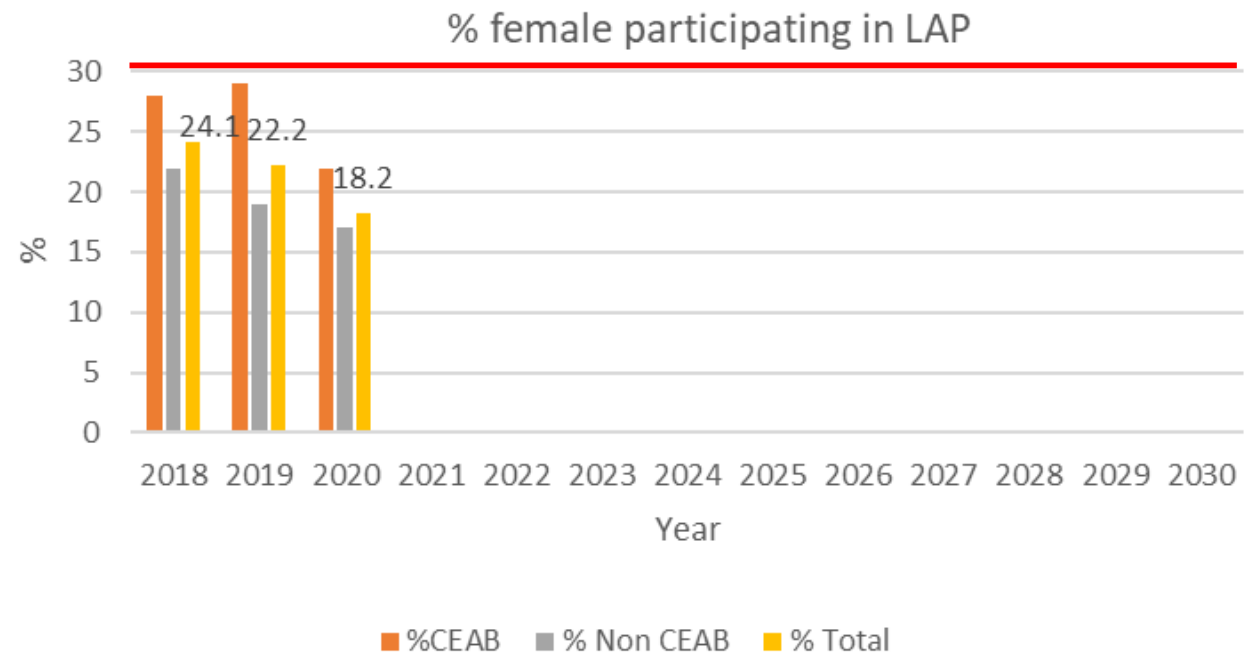


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LAP Metrics

Percentage EITs
participating in
Licensure Assistance
Program (LAP) who are
female

CEAB = Canadian
Engineering
Accreditation Board



Note: 2020 had less participants in LAP due to Covid-19 (4 chapters in 2020, 10 in 2019, 12 in 2018)

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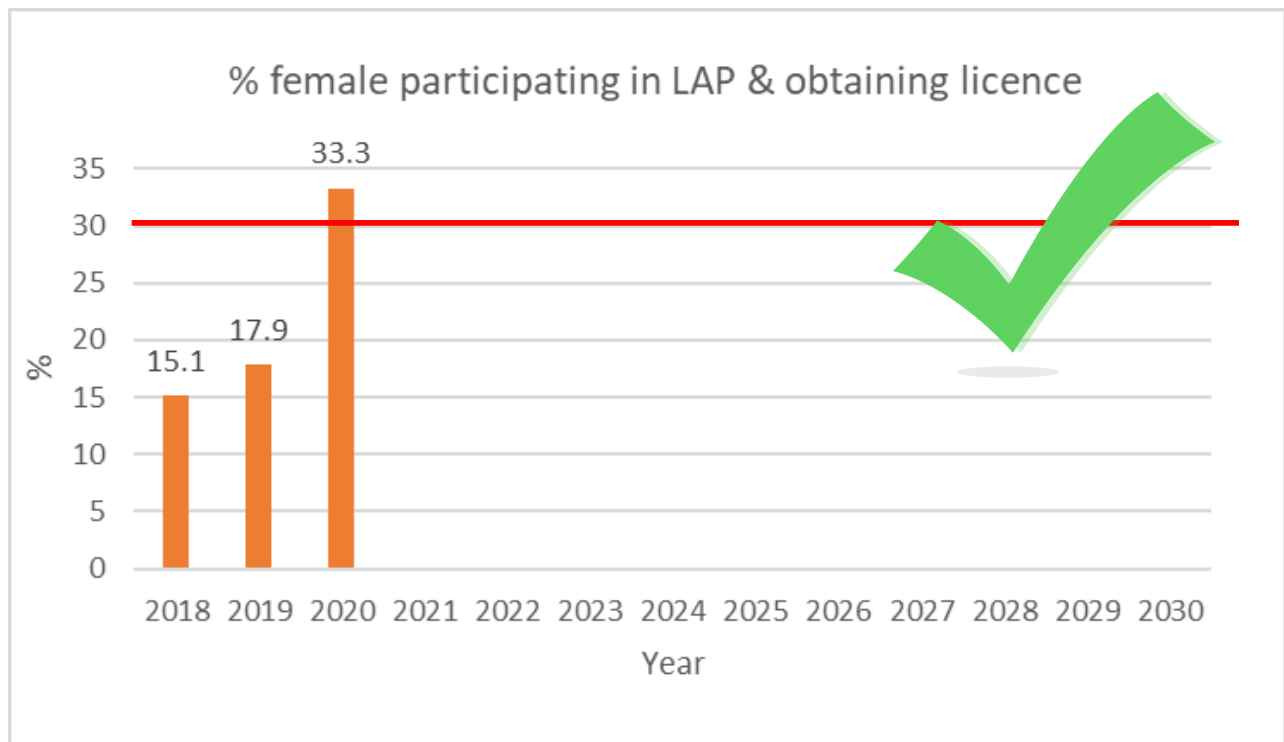
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LAP Metrics

Percentage EITs
participating in LAP
and obtaining licence
who are female



Note: this represents 1 female of 3 participants who obtained their P.Eng in 2020 and participated in LAP in previous years; in 2019, 5 females out of 28 obtained their P.Eng. since participating in the LAP; in 2018, 11 females out of 73 obtained their P.Eng. since participating in the LAP (metrics for each year are updated annually to reflect how many obtained licensure since the previous year).

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PEO INTERNAL METRICS



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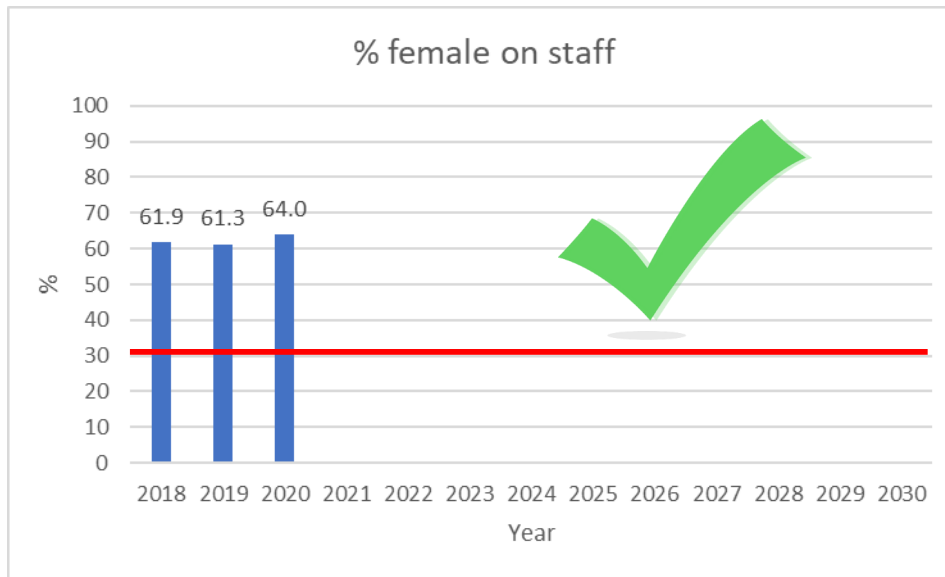
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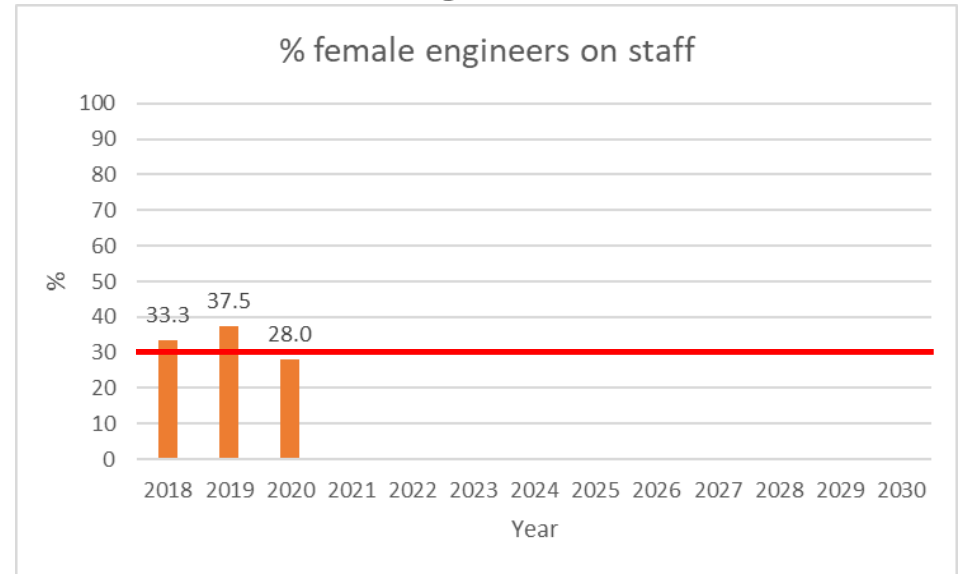
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PEO Staff Metrics

64% of total staff are female



28% of P.Eng. staff are female



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PEO LEADERSHIP METRICS



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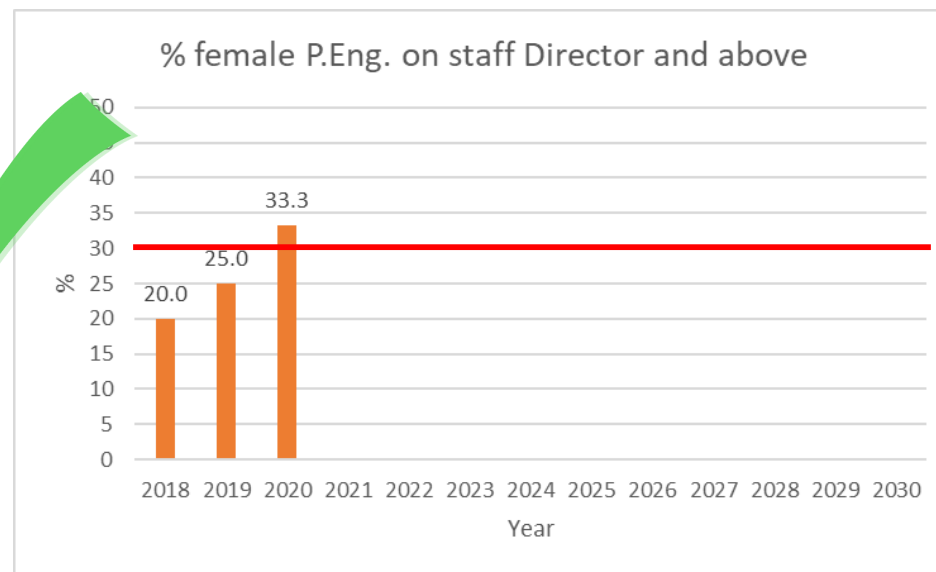
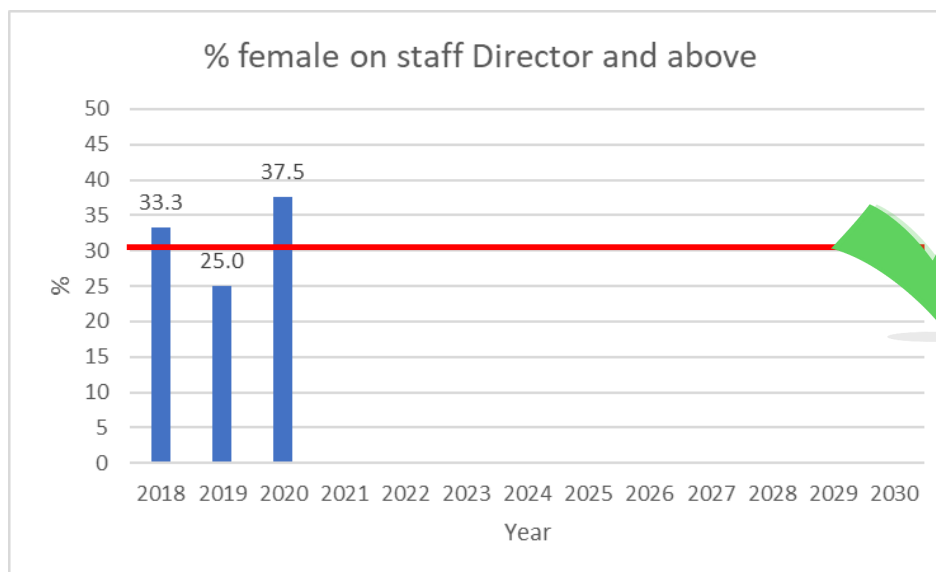
PEO Staff Leadership

37.5% female staff Director and above

(note: this represents 3 females out of 8 total in 2020 incl. P.Eng.)

33% female P.Eng. Director and above

(note: this represents 1 female P.Eng. out of 3 total in 2020)



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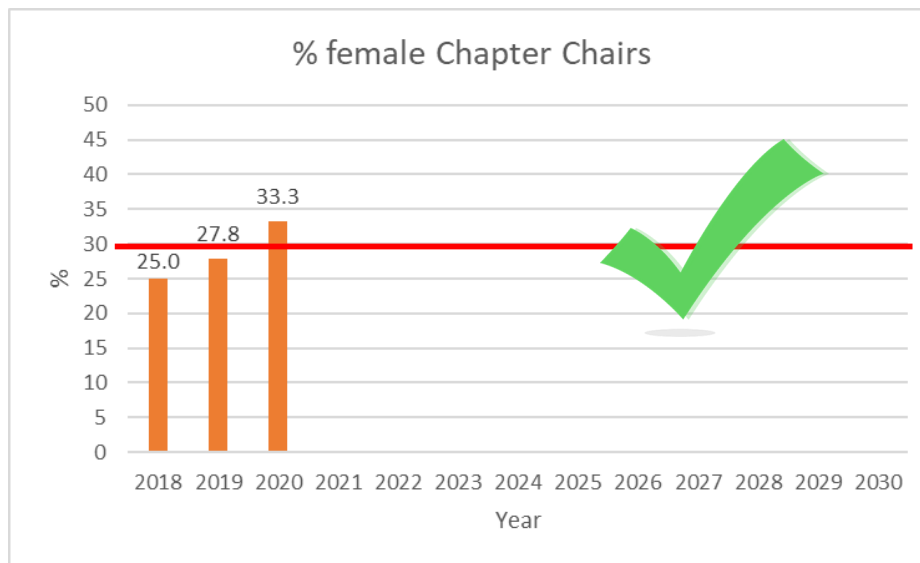
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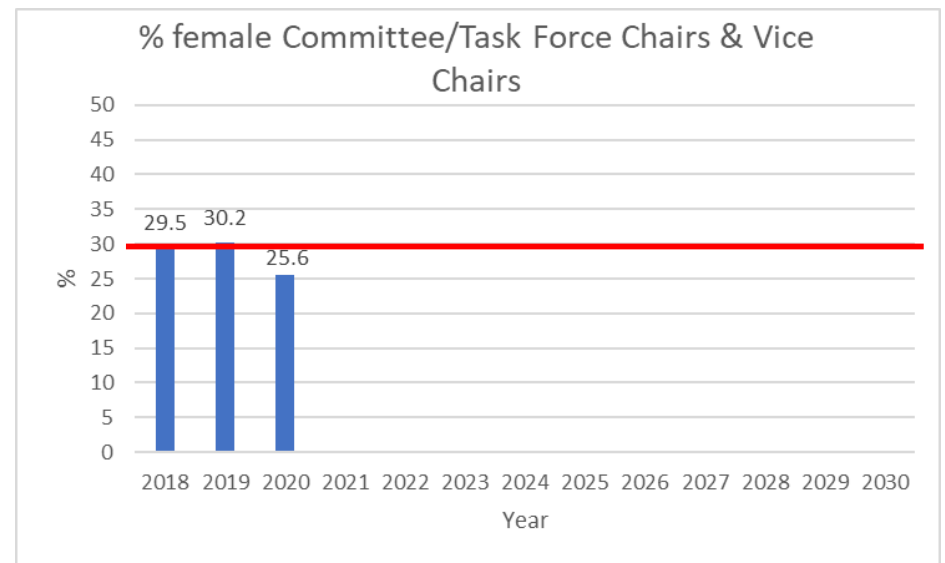
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PEO Volunteer Leadership

33% female Chapter Chairs



26% female Committee/Task Force Chairs & Vice chairs

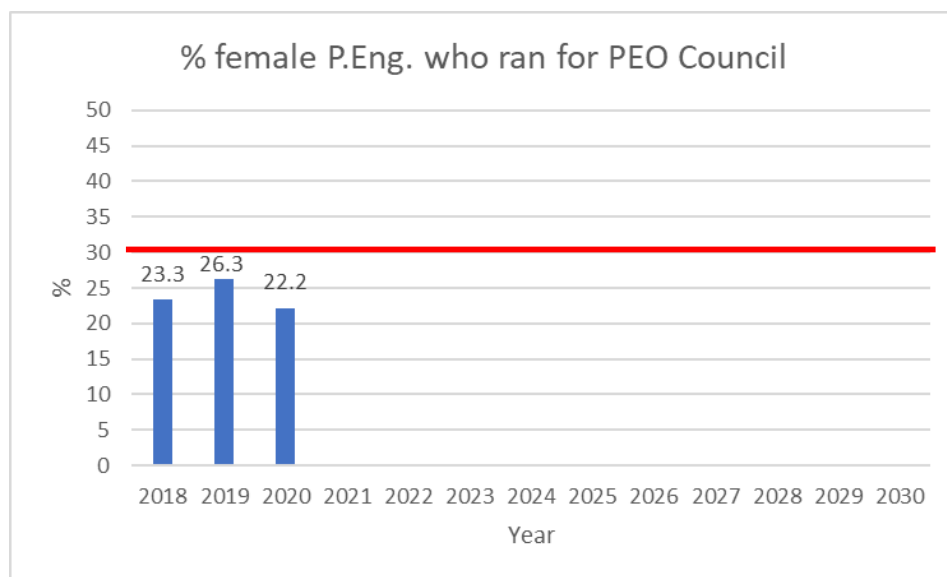


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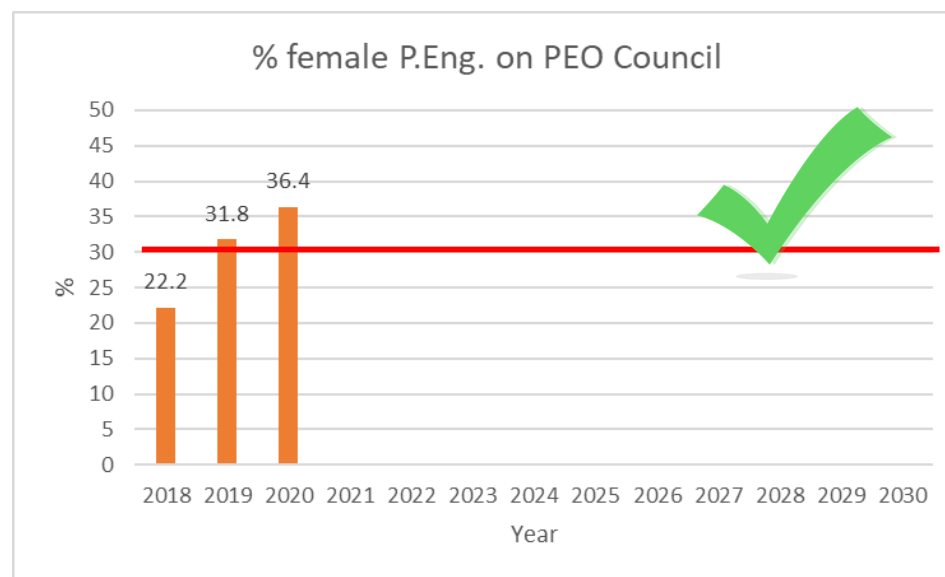
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PEO Council

22% female P.Eng. who ran for Council



36% female P.Eng. on PEO Council



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UNIVERSITY METRICS



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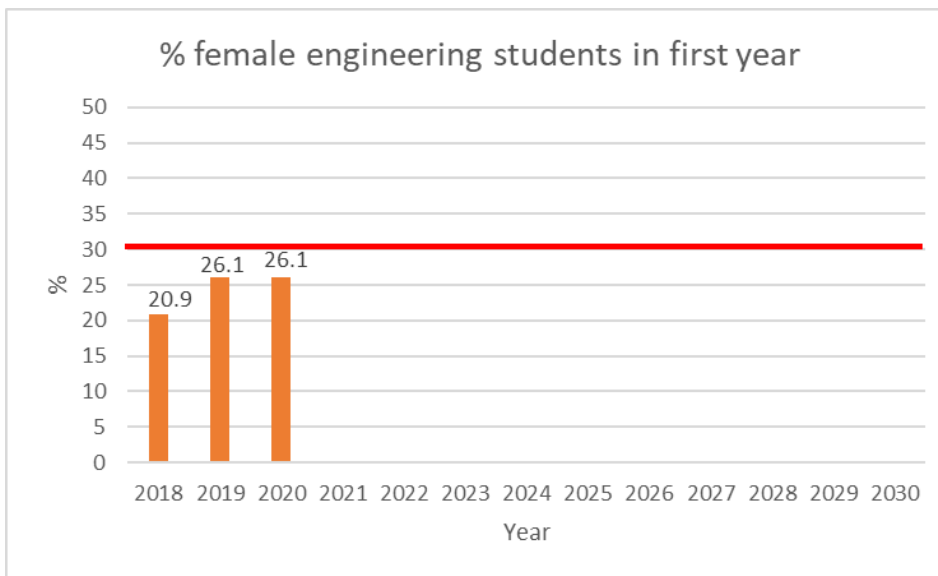
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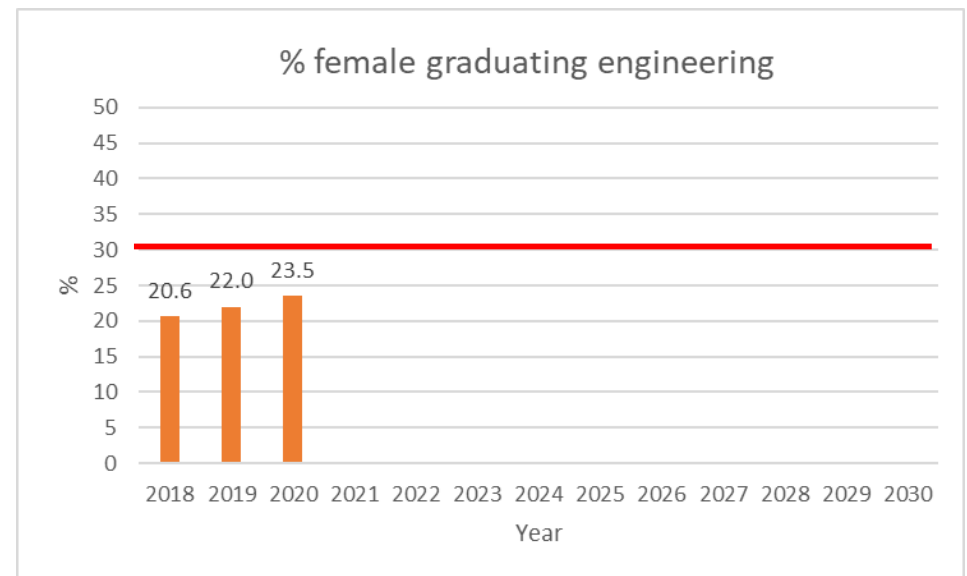
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Engineering students

26% female engineering students in first year



23.5% female engineering students graduating



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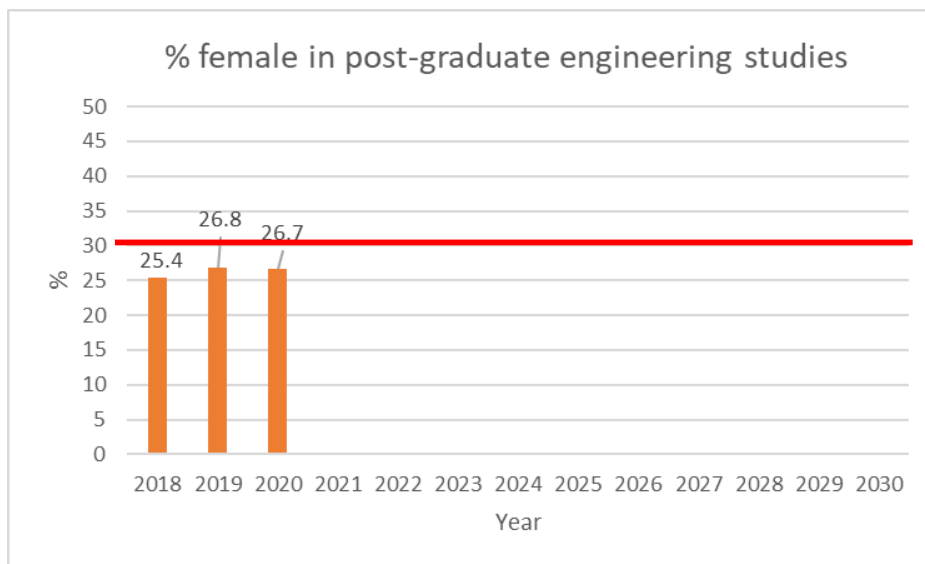
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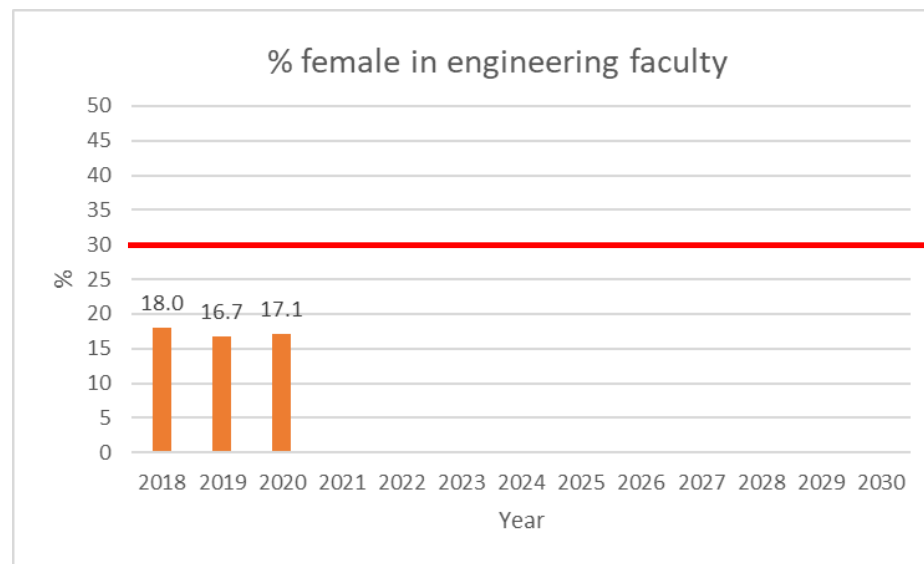
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Post-grad & Faculty

27% female in post-grad studies



17% female in engineering faculty



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EMPLOYER METRICS



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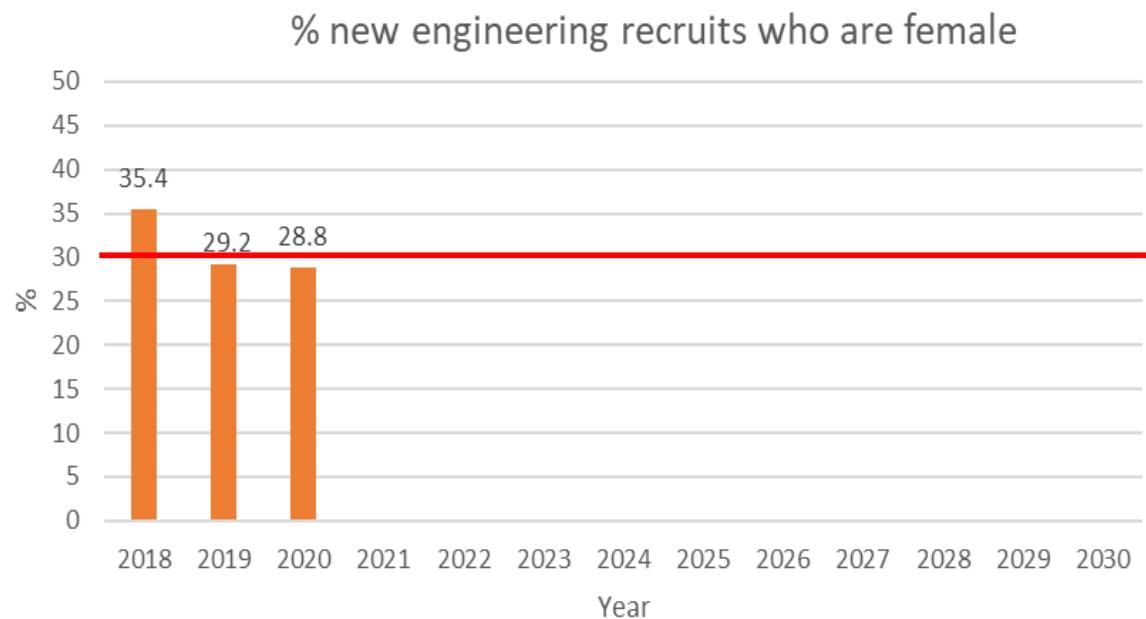
Employer Metrics

METRICS TO BE OBTAINED FROM EMPLOYERS WHO AGREE TO TRACK

- % new engineering recruits who are female
- % of female engineering recruits who obtain their licence
- % female engineers in leadership positions (C-suite; management)

Employer Metrics

Percentage
new engineering
recruits
who are female



Note: this percentage includes two employers as of 2021; another eight employers have expressed an interest in the 30 by 30 and considering becoming a champion in the future.

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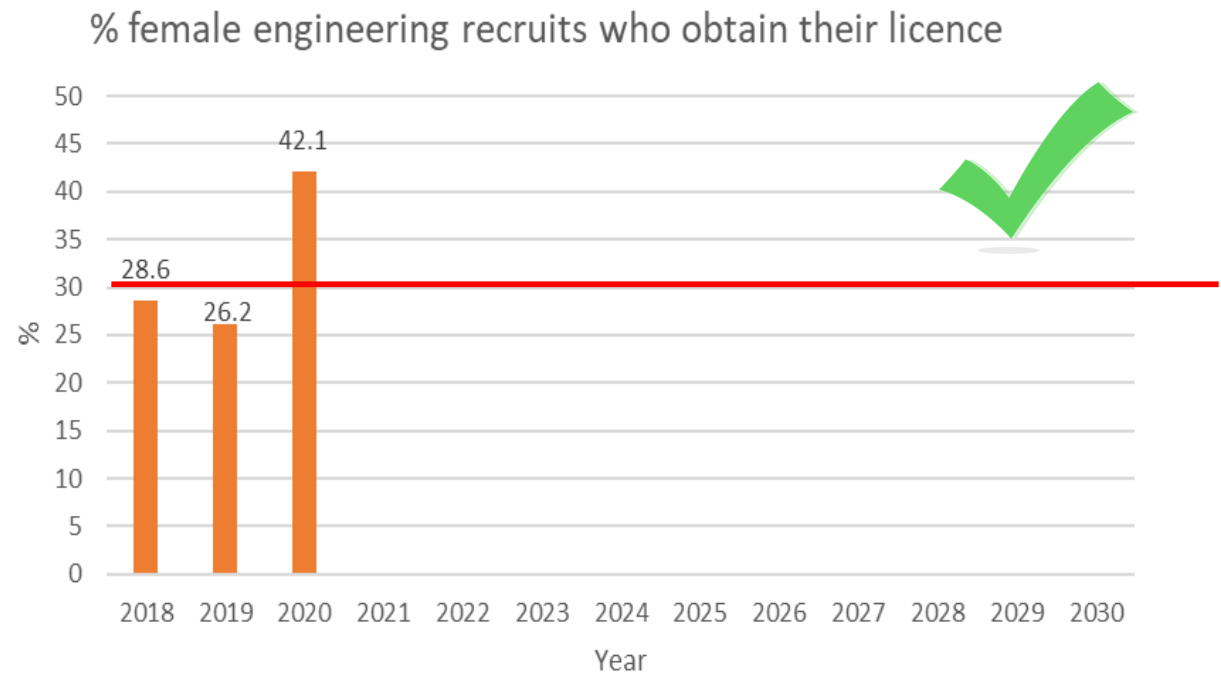
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Employer Metrics

Percentage
engineering recruits
obtaining licensure
who are female



Note: this percentage includes two employers as of 2021; another eight employers have expressed an interest in the 30 by 30 and considering becoming a champion in the future.

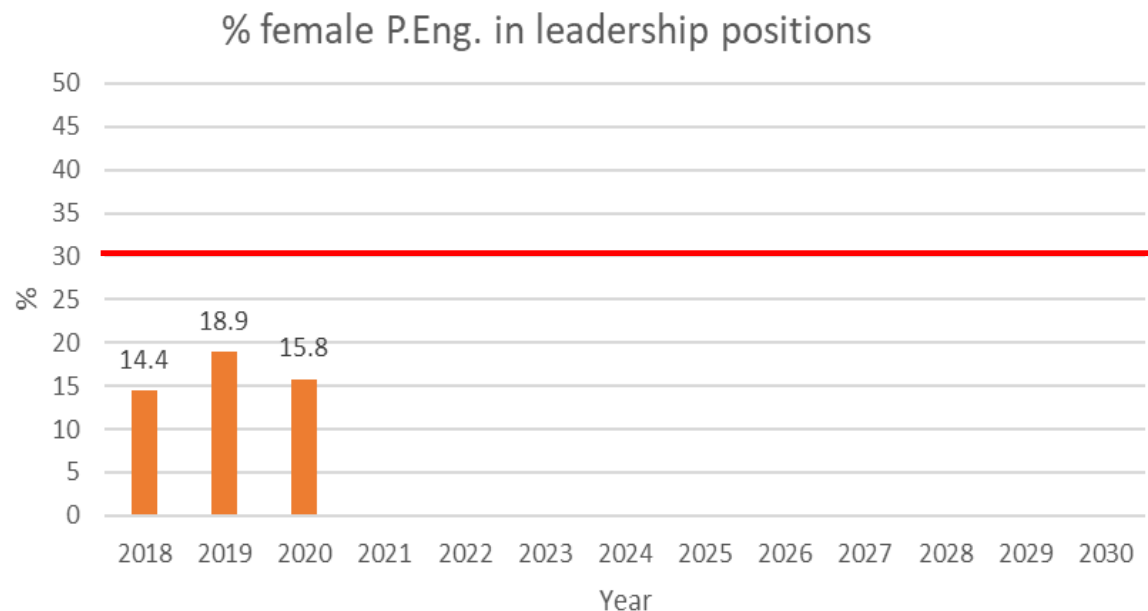
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23

Employer Metrics

Percentage

Engineers in
leadership positions
who are female



Note: this percentage includes two employers as of 2021; another eight employers have expressed an interest in the 30 by 30 and considering becoming a champion in the future.

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PEO 30 by 30 Task Force

ACTIVITIES SINCE PEO's 30 BY 30 ANNUAL CHECK-IN, SEPT. 2020

- ✓ PEO Chapter Hosted 30 by 30 Employer Awareness Sessions: Western Region and East Central Region
- ✓ Increased engagement with PEO Chapters
- ✓ Expanded reach with employers across Ontario
- ✓ Contract with U of T's Rotman School of Business to conduct a gender audit research study on PEO's licensing process and internal operations
- ✓ PEO's 30 by 30 Task Force Staff Advisor participated as a Guest speaker at Engineers Canada's 30 by 30 Virtual Conference (June 2021)
- ✓ Attendance at Engineers Canada's 30 by 30 Early Career and Industry Working Group Teleconference Meetings by PEO's 30 by 30 Task Force Staff Advisor
- ✓ Hosted PEO's inaugural 30 by 30 Annual Check-In on September 28th, 2021 with key stakeholder groups – approximately 50 in attendance representing universities, engineering employers and PEO leadership



PEO 30 by 30 Task Force & Staff

FUTURE ACTIVITIES FOR 2021 Q4 TO 2022 Q1/Q2

- ✓ Oversee the Rotman Gender Audit Research Study on PEO's licensing process and internal operations
- ✓ Continue Chapter Hosted 30 by 30 Employer Awareness Sessions: West Central Region, Eastern Region, Northern Region
- ✓ Chapter Hosted 30 by 30 Action Planning Sessions with Employers
- ✓ Participate in guest speaking engagements at Engineering Student and other 30 by 30 related events
- ✓ Identify and obtain formal endorsement from Employer 30 by 30 Champions
- ✓ Host annual check in/progress reporting in 2022



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Conclusion

30 by 30 PEO Metrics

- Still work in progress, but increase in 2020 of women graduating from undergraduate engineering programs and women obtaining licensure
- More work to be done, especially with engagement of employer stakeholder group and strengthening of the LAP program with chapters
- 10 year commitment and reporting

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Briefing Note - Decision

MEMBERSHIP REFERENDUM ON "PEAK"

Purpose: To determine the profession's will on the PEAK program via the promised referendum.

Motion to consider: (requires a simple majority of votes cast to carry)

(1) That the proposed launch of the mandatory "PEAK" program, scheduled for January 2023, be deferred until such time as a referendum of PEO members on the program is held, and that the will of the majority so polled be executed by Council. If timing of this referendum is not possible concurrent with the 2023 elections vote, the poll shall be conducted separately.

(2) An article outlining the "pro" and "con" positions shall be published in Engineering Dimensions, e-mailed to members, and posted on the PEO website prior to the referendum.

(3) The choices offered to members in the referendum shall be:
(a) Continuation of PEAK and enforcing member participation,
(b) Continuation of PEAK and making participation voluntary, and
(c) Setting aside PEAK and investigating effective alternatives to promote ongoing quality assurance in engineering practice.

Prepared and moved by: Gregory Wowchuk, Vice President

Seconded by: Roydon Fraser, President-Elect

1. Need for PEO Action

(a) Implementation of a mandatory "professional-development" program is scheduled for January 1, 2023. This issue is of the highest ("structural") significance and is time-critical, and must go directly to Council for consideration.

(b) A motion was placed on the agenda of a Council meeting in September 2019, essentially identical to the present motion, however, Past-President Brown objected even to its consideration, saying it was "premature" to do so. Consequently, Council did not even debate that item at that meeting. Today, however, such consideration is hardly "premature". In fact, it is timely and urgent.

(c) **Council has never seen the final "PEAK" design and approved it.** To implement it and make it mandatory constitutes neglect of due diligence and fiduciary duty. We are "buying a pig in a poke", *To proceed without resolving the following facts is irresponsible:*

(i) There has never been evidence that a competence problem exists presently with Ontario

engineers,

- (ii) No one has demonstrated how a bureaucratic and costly CPD program will solve any perceived competence problems,
- (iii) Viable alternatives such as practice standards were not considered,
- (iv) There was substantial and relevant dissent on the PEAK Task Force, summarized in a minority report by Roger Jones--which was ignored--and
- (v) The "PEAK" program has no metrics to demonstrate that it is improving competence. Nothing is being measured, and the "solution" is founded on assumptions. It therefore is impossible to assert that the public interest is being advanced by issuing questionnaires and having PEO bureaucrats determine suitable "homework" for licensees.

CPD work has been done essentially by PEO staff--not our peers--under the guise of the "Action Plan". Any major structural change to our licensing, however, requires consideration and approval of both Council and our 86,000 members prior to its implementation. Our membership comprises the primary stakeholder in this profession, and must be involved in the issue.

(d) To date, immense amounts of work have been performed and budget spent on advancing the PEAK program, notwithstanding the fact that Council has never secured the profession's approval to proceed with this colossal and fundamental change to the licensing regime. **63 pages** of the 528 Council agenda, *over 10 % of the whole agenda*, were consumed by a slick advertising package about the PEAK program. Council cannot claim a mandate for this program, as virtually no candidates have ever declared their support for it in election platforms at the time or since. (See Appendix 'B'.)

(e) In the early days of the CPD debate, the members were repeatedly and *explicitly assured that their approval would be obtained prior to such a program being implemented*. Indeed, Council, at its September 2015 meeting, passed a resolution (minutes #11564) affirming this:

"That Council affirms its intent to ask the membership to ratify in a referendum any mandatory requirement to participate in a continuing professional development competency and quality assurance program." (Comrie/Quinn) CARRIED

Notwithstanding this assertion and promise by Council, work on the program continued and "PEAK" became further entrenched. Not to be deterred by the referendum commitment, proponents of the program managed to get the following motion passed at Council's February 2021 meeting (minutes #12288), essentially resulting in Council reneging on its solemn promise:

"That Council formally rescind the following motion passed by Council at its September 2015 meeting:

That Council affirms its intent to ask the membership to ratify in a referendum any mandatory requirement to participate in a continuing professional development competency and quality assurance program."

(Turnbull/MacCumber) CARRIED

This motion was accompanied by a table stating that there would be zero effect on the operating and capital budgets for five years. In truth, however, an entire bureaucracy to support the program has been created and numerous staff hired. Council very well may have had a different view, had it been told the true budgetary effect of implementing the program. *This motion also did not explicitly grant approval to making the PEAK program compulsory.*

While Council technically has the right to rescind past motions, that rescinded motion was essentially a covenant with the membership to appease vocal concerns. The rescinding motion breaks the trust of the members, and calls into question how PEO runs its affairs. This 'bait-and-switch' action by Council cannot be permitted to stand. It is unethical.

(f) The extremely low participation rate in the voluntary PEAK program to date indicates that the members do not perceive value and utility in the program. A referendum is needed to determine the members' will on the issue. PEO's "capture rate" of engineering graduates already is perilously low. A bureaucratic and intrusive program such as PEAK may further dissuade applicants, and may result in a loss of current licensees. Despite some confusion in recent Councils, PEO is constituted as a self-regulating and self-governed profession, which means the members are the prime stakeholders whose profession benefits when the public interest is held paramount. We cannot continue to treat our membership with disdain. If the *membership* loses trust in its own profession, how can *the public* possibly have confidence in us?

(g) Reference to how other regulators govern themselves is irrelevant and inappropriate. Engineering is truly unique. How can a single homogeneous CPD program address continuing competence for the 30 to 100 practices which now comprise "engineering"? What does a structural engineer have in common with a cyber-systems-security engineer?

(h) *Council risks being labelled duplicitous and unprofessional. Member alienation will increase if PEO continues to advance this program without member endorsement.* There still is significant dissent about the program. The numerous presentations to members, chapters, congresses, employers, and others have not included proponents of *both* sides of the issue. (Propaganda is not befitting a senior profession like engineering.) There have been statements on Council and elsewhere that PEO has the power to implement the program *with no need for member ratification*. At worst, proceeding further without member endorsement risks creating a "constitutional crisis" at PEO.

2. Recommendation

That the proposed referendum be approved to run concurrent with the 2023 council elections. If this is not possible, the referendum should be scheduled as a separate vote.

3. Next Steps

If approved by Council, implementation of the mandatory program will be suspended, the issue of CPD and PEAK will be laid before the members, and then the issue will be put to the members in a

binding referendum.

4. Policy or Program contribution to the Strategic Plan

Objective #1 in the 2018-2020 Strategic Plan, “Refine the delivery of the PEAK program”, simply cannot be accomplished until the legitimacy of the program itself is confirmed by the profession's members. This objective has not been included in the 2023-2035 Strategic Plan.

Continuing on our current path conflicts with Objective #6 of the 2018-20 SP: “PEO will address any perceived barriers and friction points between itself and its applicants and licence holders, and build 'customer satisfaction' into all its regulatory processes and initiatives.” The 2023-2035 SP just states vaguely, "Refresh PEO's vision to ensure all stakeholders see relevance and value in PEO. We will do this by: Facilitating meaningful dialogue with members and other stakeholders. . ." Excluding members from debate and implementation of "PEAK", sadly, flies in the face of this objective.

5. Financial Impact on PEO Budgets (for five years)

Substantial savings will be realized as staff (present and projected) assigned to promoting the program, handling member enquiries and objections, implementing the program, modifying the website and membership database, and monitoring and enforcing member compliance, are not needed. **The final details and true costs to date of PEAK have never been broken out separately and disclosed to Council.** It is not possible, then, at this time, to quantify the budgetary savings.

Alternative methods of practice quality assurance—such as practice standards or value-added professional development—can be investigated by volunteers on the Professional Standards Committee or a task force at no incremental budget costs. Another alternative, requiring employers of engineers to provide job-specific training and upgrades, also would cost PEO nothing.

6. Peer Review & Process Followed

Process Followed	Nathan and Goldfarb: Any member may propose additions to the agenda and may make motions independently
Council-Identified Review	Council is the appropriate peer group, as the issue is of the highest order of significance to the Association.
Actual Motion Review	(none)

7. Appendices

- Appendix 'A': A history of PEAK/CPD and members' democratic rights
- Appendix 'B': Candidates'/councillors' platforms on PEAK
- Appendix 'C': Members' letters to Engineering Dimensions

Appendix 'A': Engineering Dimensions and Document Research— A History of CPD/PEAK and Members' Democratic Rights		
March/April 2011 to 2019		
DATE	PAGE	COMMENT
May '11	10	Town Hall opposition to Council choosing the President
July '11	30	President Adams: "I don't think we should take away a democratic right from constituents without their approval."
July '11	62	Council discusses election irregularities.
July '11	62	AGM motion requiring members' referendum of governance issues not discussed by Council; shunted off to Executive Committee
Sept '11	25	Patrick Quinn points out PEO was set up as a member-directed, self-regulating profession; criticizes attempts to neuter the President.
Nov '11	18	Report on PARN/PEO seminar: Consensus on CPD eludes us. Author Andy Friedman says "(CPD's) overall value in enhancing an individual's practice or competence is still uncertain." CPD's benefit is as "a demonstration of professionalism and a commitment to 'whole career learning' beyond what is imparted for initial licensing."
Nov '11	61	President Freeman reports that 2010 AGM motion requiring that the PEA include member ratification of any by-law change was passed, but a PEO survey of Oct 2010 showed members supported Council seeking ratification only when Council deemed it appropriate.
Jan '12	3	President Adams re-iterated that PEO is a member-directed, self-regulating profession, and that councillors are obligated to manage financial affairs prudently. His attempts to curtail profligate spending have been rebuffed by Council.
Jan '12	20, 21	Pro- and con- opinion pieces regarding election of the President.
Jan '12	26ff	A Short History of PEO's Beginnings by Peter DeVita.
Mar '12	3	President Adams: "The provision of new knowledge and training, on a continuing basis, for top performance, becomes an ever more necessary requirement."
Mar '12	17	Continuing Professional Development Now a Requirement in Manitoba. [A burdensome, bureaucratic CPD regime is imposed on Manitoba engineers.]
Jul '12	9	Report on 2012 AGM: George Comrie moved that Council rescind acceptance of Councillor Mike Hogan's resignation, and that Council "refrain from attempting to enact in any policy, regulation or bylaw, any provision that would empower PEO council to remove a councillor from council. . . without his or her formal resignation or consent in writing". The second part of this motion was shunted off for future

C-552-2.10

		debate by Council after inconclusive voting.
Jul '12	9	Report on 2012 AGM: Patrick Quinn's motion to affirm PEO's "historic member-centric model of self-governance" was not debated, but sent to Council for future consideration.
Jul '12	52	Article by Chris Roney, "The Role and History of PEO Council", emphasizing protection of the public and the role of LGAs.
Nov '12	66	Minutes of 2012 AGM report that EXE revised member's motion which called for member referenda on governance changes to "consider member approval". At the November 2012 meeting, Council reworded the motion to "that council shall research and perform due diligence on any governance issues requiring regulations and bylaw amendments; and obtain member approval by binding referendum". This motion was tabled.
Jan '13	3	President Dixon opines that "candidates may not always have a clear understanding of the laws that relate to the association and its staff", but this does not mean we should interfere with democracy; instead, we should try to inform our members better so they vote better.
May '13	3	President Bergeron questions "the lack of a mandatory requirement for continuing education. The question may arise as to how PEO ensures continuing competency, or competency in the area in which a P.Eng. practises."
May '13	3	Council asks RCC to investigate why voter participation rate has dropped to a mere 8 per cent in the 2013 council elections.
Nov '13	42	Council, at its Sept '13 meeting, "unanimously supported, in principle, the development of a PEO continuing professional development program and referred a report by the Ontario Society for Professional Engineers' Continuing Education Working Group to the Professional Standards Committee (PSC) for comment."
Nov '13	42	Report on 2013 AGM: Motion calling on Council "to refrain from attempting to enact in any policy, regulation or bylaw any provision that would empower it to remove any councillor from the council or from any office of the association without his or her formal resignation or consent in writing."
Mar '14	39	Council, at its Feb '14 meeting, discussed the CPD issue. PSC questioned OSPE's favourable report: (1) No evidence that the program is effective in reducing discipline cases or protecting the public interest, (2) Do senior engineers need more CPD than junior?, and (3) What level of CPD reporting protects the public interest? A membership survey revealed several serious objections to CPD. PSC was asked to prepare a problem-definition statement.

May '14	4	President Adams reports on AGM of Georgian Bay Chapter: “There was a general belief among the participants that it is an individual engineer's responsibility to maintain his or her competency. Further, it was thought each member should design their own training program in conjunction with the needs of their employer, by delineating the continuing education they require to adequately protect the public from engineering failures in their own practice. . . Moving on such a voluntary approach to achieving individual continuing competence would be a very positive route to member buy-in and to PEO's ability to assure government we are individually continuing to update our proficiency to protect the public.”
May '14	24ff	Two lengthy articles about CPD. One councillor warns that PEO may incur liability if the public assumes CPD ensures competence.
May '14	24ff	Report on Council's Mar '14 meeting: Terms of reference for Continuing Professional Development, Competency, and Quality Assurance Task Force. Council feels we must be “proactive” in regulating. Several councillors are requesting a members' referendum.
Jan '15	37	Past President Freeman feels “our institutions run more effectively and serve us better when voters are more engaged. . .strengthening the tradition of democracy that shapes how the profession is governed will enhance the profession's prospects and better reflect its contributions to society.”
May '15	4	Compulsory Continuing Professional Development Endangers the Public: Opinion piece by Abdul Mousa, P Eng (not published in Dimensions): "Imposing compulsory CPD on the members of professional societies corners them into becoming 'PDH collectors' rather than learners. That is not much different from being stamp collectors or comic book collectors!"
Jul '15	3	President Chong's message re 2015 AGM: Lawyer Peter Doody states “There is no mandatory continuing professional development (CPD) education requirement for professional engineers in Ontario, so engineers are not required to certify they are taking steps to stay current with new developments.” [This observation is true, but competence was not a cause of the Elliot Lake failure.] Chong states “A properly designed CPD and quality assurance program helps provide (such) assurance to the public, government and employers of the competence of our PEO licence holders.”
Jul '15	8	Report on 2015 AGM: President Chong strongly supports enhanced member participation in PEO governance. Nancy Hill's submission to limit council terms was passed. Patrick Quinn's submission, requiring “major policy changes, such as compulsory professional development, to be subject to two-thirds council approval and ratification by member referendum” was defeated.
Jul '15	19	Advertisement asking members to participate in a poll on CPD. Respondents are directed to an overview of the task force's findings, but no contrary points of view were provided.
Jul '15	22	CPDCQA Task Force report to Council contains six recommendations.

Jul '15	38ff	"The emphasis on self-regulation has shifted from a focus on protection of the profession, to a focus on protection of the public." (Yet later in this article is the admission this has never been a problem in engineering regulation: "Reviews of the recent literature on self-regulation as public policy make little reference to the engineering profession. The bulk of the criticism about self-regulation as an anti-competitive practice not fully in tune with the public interest seems to fall on the legal profession.")
Sep '15	3	President Chong's message was almost entirely about CPD and its "tailoring". The Legislation Committee has been instructed to work on Act changes which would allow Council to make CPD obligatory. Town halls called "You Talk, We Listen" will be convened in each of five regions. President Chong also attended a U.S. conference, where he trumpeted our "democratic self-governance. . . which sets policy, determines the direction of the engineering profession and oversees its operation."
Sep '15	8	Article entitled "Risk-Based Approach, Flexibility Central Principles of CPD Program Development". "Non-practising engineers will simply take a refresher course on ethics." [Since an estimated two-thirds of PEO members do not need their PEng to do their work, it seems they will be relied on in any plebiscite to impose their will on the one-third which does.]
Sep '15	3	Council 502 Recorded Votes: Motion 5.2: Referendum on Continuing Professional Development: "That Council affirms its intent to ask the membership to ratify in a referendum, any mandatory requirement to participate in a continuing professional development competency and quality assurance program. For: D. Adams, I. Bhatia, D. Chui, N. Colucci, G. Comrie, B. Dony, S. Gupta, L. King, B. Kossta, E. Kuczera, P. Quinn, R. Shreewastav; Against: D. Brown, C. Kidd, D. Preley, S. Reid, S. Robert, C. Sadr, M. Spink, W. Turnbull"
Nov '15	8	Article: "Lively Discussions a Feature of PEO Regional Town Hall Meetings". Registrar McDonald gave an overview of the Elliot Lake inquiry's recommendations, stating PEO is not required to abide by them, but that doing so would "move the engineering profession forward". A report from CPDCQATF chairman Annette Bergeron was presented. [No presentations from opponents of the scheme were presented to attendees.] It is reported that questions from attendees were "numerous, with members showing a keen interest in the CPD proposal and possible specialist designation". [Substantial contrary opinion was offered at these meetings, but was not reported in Engineering Dimensions.]
Nov '15	8	"Members to Have Final Say on PEO CPD Program". Article states that "at its September 25 meeting, PEO council approved a motion that affirmed its intent to ask membership to ratify any mandatory requirement to participate in CPD or quality assurance plans. . . Registrar Gerard McDonald, P.Eng., assured members they will be fully consulted on the CPD matter."
Nov '15	37	Report on Council's September meeting: "Council affirmed. . . its intent to ask the membership to ratify through referendum any mandatory requirement to participate in a PEO continuing professional development (CPD) program. . . Feedback from a

		series of town hall meetings. . . will be incorporated into the task force's final report."
Nov '15	49	Report on 2015 AGM: Nancy Hill's motion mandating term limits suggests it will address member apathy (particularly in younger members) and foster greater recruitment and new ideas. Peter DeVita's amendment to remove her proposed specific terms was defeated, and Hill's original motion was carried. Patrick Quinn's motion passed, stating that "future PEO budgets be based on PEO's needs as a regulator, rather than on raising spending to match projected income." His motions requiring a super-majority approval by Council on budget line items >100 k\$ and for major policy changes, including CPD (the latter requiring member ratification) was defeated.
Mar '16	7	The Continuing Professional Competence Program Task Force (CPCPTF) has taken the reins from the Continuing Professional Development, Competence and Quality Assurance Task Force, and will focus on risk assessment by practitioners. A program will be ready for "test drive" late in 2016. It will be voluntary, with members deciding by referendum about a mandatory version "at a date yet to be decided".
Mar '16	1	CPCPTF Work Plan: November 2016: "To Council for timing of referendum"
Mar '16	8	CPD Plans Move to Detail Design Phase: CPCPTF will design the actual plan, prepare budget estimates, propose implementation "strategy" and communications plan, and develop a proposed referendum question and "consultation plan".
Mar '16	38ff	Members to Have Final Say on CPD Program: "Continuing Professional Development (CPD) for its members is a thorny question that has beset PEO policy-makers for several decades." "PEO had long envisioned a voluntary annual reporting mechanism for members to list professional development activities, and, in fact, developed the means for members to do so on their annual licence renewal forms. The practice was never embraced by licence holders, or promoted by PEO, however. At town hall meetings. . . PEO reported that only about 15 practitioners out of a membership of more than 80,000 have voluntarily reported their CPD activity." Councillor David Brown states ". . . a voluntary program is all but useless in much the same manner as our current voluntary reporting program is useless. Apparently, only about 10 members report each year and, in truth, I'm not one of them. Therefore, the mountain before us is that the program must be mandatory if it is to be considered seriously by our licensees or, more importantly, the public at large." [A skeptic might say the concept of compulsory "professional development" is useless!]
May '16	9	CPD Task Force Looking to Implementation Options: CPCPTF is planning the timeline for online risk review and CPD reporting. "PEO has assured members that mandatory CPD requirements will not be implemented without approval through a member referendum."

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May '16	58	The 70 Per Cent Problem, the 30 Per Cent Solution: Senior structural engineer husband/wife team laments that the 30 per cent of engineers who require licensing have their democratic voice diluted by the larger group which does not. The Mattacchiones ask “Why would PEO be prepared to waive a CPD requirement for this group, if not to engage this majority of members not working in engineering to accept and adopt a CPD program that engineer Quinn quite correctly points out will be costly and lacks proof for its need?” We need to consider restricting PEO membership to the 30 per cent who actually need it.
Jul '16	9	Report on 2016 AGM: Motion by Ray Linseman that PEO's CPD program be renamed “continuing professional education” and ratified by board members of PEO's 36 chapters, rather than the general PEO membership. Motion defeated.
Jul '16	18	Innovative Elements of Proposed CPD Program Taking Shape: CPCPTF chair Annette Bergeron has returned from a CPD conference in Portugal, where other attendees were “intrigued” by PEO's proposed risk-based approach.
Jul '16	43	Council's June '16 meeting heard results of the Member Satisfaction Survey. Strong majorities approved of PEO's regulatory performance. [If we are doing such a good job, what is the need for CPD?]
Sep '16	2	Minutes of Eastern Regional Congress: “Action 6: Councillor Brown to provide the ERC with the referendum question once the final report is presented to Council.”
Sep '16	8	CPCPTF to Recommend Practice Profile for Licence Holders: The TF will recommend to Council that, beginning in 2017, members complete an online practice profile, as well as voluntarily reporting hours spent on CPD during the past year. This information would be posted on the members' online directory. This information is necessary before any mandatory CPD program is created.
Nov '16	8	Minutes of 509 Council: Registrar McDonald advised that the program that is being approved by Council would continue until June 2018 when the report on the PEAK Program comes back to Council. Council would then decide next steps. Should one of the next steps be to implement mandatory CPD, then based on the motion that Council has approved, Council would have to consider a referendum. If, however, Council decides to continue with the program as it is currently constituted, the program would continue in its present form.
Nov '16	x	Chapter Leaders Conference 2016, Presentation on PEAK: “Introduction in this manner. . . obviates the immediate need for a referendum on a mandatory CPD program.”

Nov '16	3	President's Message: Competence Assurance for Professional Engineers: President Comrie says "competence is an amalgam of three basic components: knowledge, practice skill and character. . . we're not doing this because someone in authority has directed us to." [Then why do CPD proponents keep referring to the Bélanger report and warning we must impose CPD or the government will?] "There also exists no evidence of widespread incompetence or negligence on the part of licensed professional engineers. Relative to members of other senior professions, PEO members attract relatively few complaints. And in those cases that are referred to discipline, the allegations are most often of professional misconduct, not incompetence. . . I am satisfied that most of you take your professional responsibilities seriously, including the responsibility to keep up to date in your technical knowledge and skills. . . So our problem is a credibility problem. PEO needs to be seen to be engaged in monitoring our licensees' ongoing competence assurance activities. . ." [Exactly! There is no competence problem, and CPD will not necessarily improve competence, but will look good to outsiders. It's pure window-dressing.]
Nov '16	11	Licence Holders Encouraged to Test Proposed Online Practice Evaluation Questionnaire: The CPD program has been given a catchy new name: "PEAK". The online tool will ask if members are practising or non-practising. Both will require taking an online "ethics refresher", but the latter will have to answer 23 questions, whose responses will be used to assess the number of CPD hours the member must collect.
Nov '16	6	Final Report of the CPCPTF, Executive Summary: "The Terms of Reference for (CP)2 TF directed it to prepare a referendum question. The Task Force has decided that Council should postpone a referendum because the program recommended here does not include mandatory continuing professional development."
Nov '16	54ff	Minutes of 2016 AGM: Report by CPCPTF chairman Annette Bergeron: in October 2015, then-Attorney-General Meilleur reported her ministry was "liaising" with PEO on development of a CPD program. PEO had tried to implement a CPD program in the past, but the idea was rejected by the membership. "Consultations" and an Ipsos-Reid poll were conducted to help shape the TF's work. [It is not stated specifically what influence those opinions had on the program. It seems to have changed little from the early design.] One of the themes in the consultations was that "a mandatory CPD program would not change their current practices". [Then why would we go through all this??] The program, however, might allow PEO to gather data on the nature of its members' work. Members attending the AGM commented: (1) "licensed engineers are already doing what is needed. . . PEO needs to address the few who are not". (2) "CPD is a solution in search of a problem." CPD is a response to the Elliot Lake mall failure, but would not have prevented it. (3) Only 30 % of PEO members need their licence for their work, so the remaining 70 % should not be forced to upgrade their skills. Practice restrictions are a better solution. (4) CPD could help re-address the repeal of the Industrial Exception. APEGBC CEO/Registrar Ann English reports that BC engineers rejected a proposed CPD program there.

Jan '17		David Brown E-Blast #2: "1. Council HAS NOT approved mandatory CPD for licensees. This requires a referendum and an Act change. 2. Council HAS approved a VOLUNTARY program of data gathering, practice declaration and an ethics module we hope everyone will take part in. We are hopeful our licensees will help us acquire this information by voluntarily taking part in the PEAK program so we can answer the simplest of questions, such as "how many engineers actually practice engineering"? Believe it or not, as a regulator we don't have a clue how many actually practice engineering. 3. Council HAS approved a motion that requires a full member referendum to enact mandatory CPD. Any candidate or interest group that is telling you that CPD is mandatory or a "done deal" is simply wrong and ill-informed."
May '17	7	President Dony's message: "The introduction of PEO's Practice Evaluation and Knowledge (PEAK) program is an excellent demonstration to the public at large of our desire to regulate the profession openly and transparently. I am fully in support of the program. . ."
May '17	9	PEO Beefing Up PEAK Outreach and Communication Efforts: A co-ordinator has been hired "to better help members come to terms with the requirements of its professional development initiative". This staffer will "develop and maintain program information, produce marketing materials and strategies, and participate in events to promote and explain the PEAK program". [The members already have seen what is being proposed. Why is this person needed.] "PEO is continuing with its communication and data-gathering efforts."
May '17	34A6	Annual Review 2016: "The program is designed to provide the association with an accurate and up-to-date regulatory profile of its licence holders to help ensure it has sufficient information to effectively carry out its role as regulator of the profession."
Sep '17	11	Court Ruling Advances Notion of Mandatory Continuing Professional Education: The Supreme Court of Canada, in a split decision, concluded Manitoba's law society had the power to impose CPD on its members. The appellant, who had been practising law since 1955, elected to quit rather than be forced to participate in CPD. "I can't think of a more honourable way to leave the profession than to resist this program." [However, the court concluded that the adoption of CPD was reasonable because the profession's members had democratic power over the benchers: "Many benchers of a law society are also elected by and accountable to members of the legal profession, and applying the reasonableness standard ensures that the courts will respect the benchers' responsibility to serve those members." The dissenting opinion stated: "In this case, the Law Society's rule that members who fail to complete 12 mandatory hours of continuing professional development activities in a calendar year are automatically suspended is unreasonable, because it is inconsistent with the Law Society's mandate to protect the public's confidence in the legal profession. When a lawyer is suspended, so is public confidence in him or her." In other words, automatically suspending an otherwise competent practitioner simply because of non-compliance with the CPD program is unreasonable.] "PEO. . . may eventually consider a mandatory CPD program by way of a member referendum."

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Mar '18	23	Continuous Learning Through PEAK. Article gives some examples of “recognized” and “not recognized” PEAK activities. [How these activities help protect the public—one of the prime justifications for the program—is painfully unclear.]
May '18	31f	PEAK Turns One: Almost all professional regulators impose mandatory CPD. Some even do practice audits at the practitioner's workplace! PEAK is not like most CPD programs, in that it is tailored to risk. It is valuable in collecting data on what members are doing. As of March 31st, 26170 members have completed at least the first element of PEAK, the practice declaration. 51 presentations to chapters, employers, and others have been made. A new “ethics module” has been introduced.
Jul '18	40	Raising the Regulatory Bar: PEAK declarations and credits could be referenced by the Complaints Committee in assessing a member's activities. “We should consider whether voluntary compliance with PEAK is adequate. . . [it would be beneficial] to rely on PEO for assurance that members are competent and practising within their scope of training.”
Jul '18	51	Council meeting, June '18 report on PEAK: 33 per cent of members completed the practice declaration, but only 7 per cent of members have reported continuing knowledge activities.
Apr '19	42	A review of the regulatory performance of Professional Engineers Ontario April 2019: “4.41 The Council has approved the PEAK program but because the engineering profession continues to widely indicate its disapproval of and lack of support for the program, Council has not proceeded to make participation mandatory.”

Appendix 'B': Engineering Dimensions Research— Candidates'/Councillors' Platforms			
March/April 2011 to 2018			
DATE	PAGE	PLATFORM	COMMENT
May '11	25	Denis Carlos	Pro-member; wants to represent diverse views of members
May '11	22	Denis Dixon	Favours more member involvement in PEO affairs
May '11	22	Patrick Quinn	Led court challenge against BRAGG
May '11	24	Paul Ballantyne	Wants increased communication and participation of volunteers
May '11	26	Wayne Kershaw	Served on RIE task force
Jan '12	50A14	Colin Moore	"I remain dedicated to preserving Engineering as a self-regulating profession. I will continue to support the 'self' part and the role of the members, who must collectively have the primary responsibility for the profession and the protection of the public under the Professional Engineers Act, and keeping members involved through a vigorous Chapter system."
Jan '12	50A2	Corneliu Chisu	Promises "respect for members"
Jan '12	50A14	Danny Chui	"We need a member-directed governance organization, because it is the soul of self-regulation."
Jan '12	50A11	Denis Carlos	Criticizes fiscal imprudence, removal of President as Chair, Council's sole control of by-laws. Self-regulation means control by the profession's members.
Jan '12	50A5	George Comrie	"I'm for approval of substantive governance and policy changes (e.g. election of President, annual fees) by member referendum. . . I'm against concentrating power in the hands of a few Councillors and staff (oligarchy)."
Jan '12	50A14	Jim Chisholm	"I believe that it is important to develop programs and policies that are member centred. Our 73,000 members have a wealth of knowledge, experience and wisdom that should serve as the foundation of strength for sustaining and building the PEO."
Jan '12	50A11	Nick Colucci	Council needs to be more accountable to the members. We need to facilitate bringing members' concerns to Council.
Jan '12	50A4	Patrick Quinn	Members are this profession, not the Council or the government. I have always fought for your rights.
Jan '12	50A12	Ramesh Subramanian	"Members must have a say in any substantive governance and policy decisions made. . ."

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Jan '12	50A10	Roger Toutant	Members' control of PEO is being eroded. Fiscal responsibility is urgently needed. PEO bureaucracy is out-of-control.
Jan '12	50A12	Sandra Ausma	"It's time to elect a council that will engage and represent the membership, and encourage pride in the profession."
Jan '13	50A12	Anthonios Partheniou	"It is important to increase PEO's focus on professional development. PEO is one of the few professional associations that does not require mandatory continuing professional development credits."
Jan '13	50A9	Changiz Sadr	"I strongly believe in a member-directed, self-governing profession. . . Any substantive change to (governance) must be put directly to the membership for their approval."
Jan '13	50A3	Corneliu Chisu	"Above all I listen to our members' voice".
Jan '13	50A2	David Adams	Adams "understands the real issues and speaks up for the members".
Jan '13	50A7	David Brown	"I am part of a member-directed, independent, self-regulating profession. . . We need to actually listen to our membership. . ."
Jan '13	50A12	Ewald Kuczera	"We are a member-directed, self-governed profession; we protect the public interest when we RESPECT THE MEMBERS."
Jan '13	50A3	George Comrie	Supports "democratic self-governance of PEO. Council should seek and heed the advice of the membership on substantive matters of policy and governance."
Jan '13	50A15	Gregory Wowchuk	"PEO is a member-directed, self-governing profession, PERIOD. The public interest is enhanced, not threatened, when we govern ourselves."
Jan '13	50A11	Michael Wesa	"PEO must remain an effective, self-regulated profession, and this is best accomplished with the input of PEO's greatest assets: its members".
Jan '13	50A6	Roger Jones	Favours "a proud, independent, self-governed profession" and "a member-directed, self-governing PEO, with a productive Council".
Jan '13	50A5	Roydon Fraser	"I am also motivated by strong desire to have members respected. . ."
Jan '13	50A4	Thomas Chong	Will work to "restore a democratic self-governing PEO".
Jan '15	10A11	Changiz Sadr	"Respect the Members." Favours a democratic PEO and accountable council.
Jan '15	10A10	David Brown	"I want to make sure members are not unduly burdened with a one size fits all solution."
Jan '15	10A8	Fred Saghezchi	"We have to guard and to appreciate the only treasure we have, 'members' opinions and advice'".

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Jan '15	10A13	Galal Ab-delmessih	"Transparency and push-pull communication to engage members in the decision making process are essentials for member driven self-governing profession like ours."
Jan '15	10A14	Gregory Wow-chuk	"PEO is a member-directed, self-governing profession, PERIOD. The public interest is enhanced, not threatened, when we govern ourselves. . . Council is accountable to the membership. . ."
Jan '15	10A4	Nancy Hill	"If elected I will. . . work to address the issue of Continuous Professional Development in a way that is efficient, effective and not mired in bureaucracy."
Jan '15	10A6	Patrick Quinn	Opposes fee increase or mandatory continuing education program.
Jan '15	10A6	Rob Willson	Supports CPDCQA Task Force recommendations.
Jan '15	10A7	Roger Jones	Will work to "maintain a member-directed PEO".
Jan '15	10A7	Roydon Fraser	Wants "members respected (e.g. control fees and expenditures), to defend our self-regulated profession (e.g. engage members in major decisions), and to battle ineffective, burdensome, or politically convenient, decisions."
May '15	28	Bob Dony	"Dony believes that to restore the relevance of self-regulation in engineering for all its member licensees, the profession must be responsive to the concerns of the cross-section of new and existing licence holders."
May '15	27	George Comrie	"A passionate advocate for our Canadian model of professional self-regulation, Comrie believes in PEO's accountability to its membership, and in strengthening its core regulatory functions."
May '15	30	Serge Robert	"A firm believer in continuing education and maximizing one's exposure to other trains of thought, he participates in and encourages others to participate in all forms of professional development. . ."
Jan '18	6A18	Agnes Krawczyk	"The PEAK program was initiated without a referendum. The majority of engineers keep up to date on their professional development, and do not require a formal program, and extra expense from the PEO to make sure that this is happening. In my opinion, the PEAK program, in its current format, is not helpful to anyone, and is completely unnecessary."
Jan '18	6A12	Amin Mali	<i>[Position on CPD not revealed.]</i>
Jan '18	6A9	Barna Szabados	"The new PEAK (Practice Evaluation and Knowledge) program although suffering from start-up hiccups is nevertheless a valuable start and should benefit mainly young engineers."
Jan '18	6A4	Christian Bellini	"If we do not act to modernize the way we evaluate education and work experience, we risk becoming an organization which only regulates the traditional fields. . ."

Jan '18	6A6	Darla Campbell	<i>[Position on CPD not revealed.]</i>
Jan '18	6A14	Edgar Fernandez	"Many engineers are facing nowadays is many of their employers have stopped paying training to develop them, therefore it will be difficult for some of them to comply with PEAK."
Jan '18	6A17	Fahad Rashid	"The majority of engineers keep up to date on their professional development, and do not require a formal program, and extra expense. PEAK program should be reviewed and justified before such a drastic measure is undertaken."
Jan '18	6A3	Faizul Mohee	"The PEAK program. . . should be revisited for further review in a newly formed 'PEAK review committee'; and then the committee's suggestions should be sent for a membership 'referendum' before implementation. I personally think that the PEAK program, in the current format, is NOT helpful to anyone, and is unnecessary."
Jan '18	6A8	Fred Saghezchi	"All Members Involvement in Council Decision Making Process"
Jan '18	6A15	Gary Houghton	"[PEO has] taken measures that will continue to demonstrate a mission of continuous learning."
Jan '18	6A12	Greg Merrill	<i>[Position on CPD not revealed.]</i>
Jan '18	6A9	Gregory Wowchuk	"'PEAK' and CPD are unnecessary, ineffective, bureaucratic, costly, and divisive. Their proponents have never identified the problem, demonstrated their effectiveness, or revealed the true cost. PEAK/CPD must be halted and the referendum we were promised called immediately. . . Council's recent moves taking away power from the members are unacceptable."
Jan '18	6A10	Guy Boone	CPD/PEAK programs should be co-ordinated with OSPE and other "Learnt Societies".
Jan '18	6A11	Jovica Riznic	"The true strength of PEO is in its members. . . Competency growth is a concern for every responsible professional. Thus, the PEAK and CPD must be revisited, redrafted and accepted by the true majority of membership."
Jan '18	6A6	Karen Chan	Supports CPD and PEAK as it supports PEO's mandate to regulate and strengthen the profession.
Jan '18	6A13	Keivan Torabi	"I believe imposing the PEAK/CPD (Continuing Professional Development) on us is a major diversion from the main PEO's mandate and mission, which is to protect the public. . . whether or not PEAK/CPD has any merits or not, we should be offended and alarmed by the lack of transparency, and the denial of our right to call a referendum, before [we] start spending and allocating budget to it." PEO needs to focus on enforcement, not PEAK/CPD.

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Jan '18	6A7	Leila Notash	"While having information on members and the present-day standards for practice and professional ethics are necessary for the regulatory bodies, if PEAK has no value for the members and PEO then it will become a very costly process to collect voluntary disclosure of self-declared data."
Jan '18	6A16	Lisa MacCumber	<i>[Position on CPD not revealed.]</i>
Jan '18	6A5	Marisa Sterling	<i>[Position on CPD not revealed.]</i>
Jan '18	6A3	Nancy Hill	<i>[Position on CPD not revealed.]</i>
Jan '18	6A4	Nick Colucci	<i>[Position on CPD not revealed.]</i>
Jan '18	6A8	Nick Pfeiffer	<i>[Position on CPD not revealed.]</i> "PEO has an extremely capable membership that can be engaged. . . so that public interest may be served and protected."
Jan '18	6A13	Noubar Takessian	<i>[Position on CPD not revealed.]</i>
Jan '18	6A10	Orjit Pandit	<i>[Position on CPD not revealed.]</i>
Jan '18	6A5	Peter Cushman	"PEAK. . . is not the right way (to) resolve the issue and we should look at other alternatives. At the current rate, PEAK doesn't seem effective or even necessary. The Peak program is a poorly conceived plan to encourage engineers to keep pace with changing technology."
Jan '18	6A19	Ramesh Subramanian	<i>[Position on CPD not revealed.]</i>
Jan '18	6A14	Salman Basit	<i>[Position on CPD not revealed.]</i>
Jan '18	6A18	Serge Robert	<i>[Position on CPD not revealed.]</i>
Jan '18	6A16	Sohail Naseer	<i>[Position on CPD not revealed.]</i>
Jan '18	6A7	Solomon Ko	<i>[Position on CPD not revealed.]</i>

Appendix 'C': Engineering Dimensions Research— Letters to the Editor regarding CPD			
March/April 2011 to 2018			
DATE	PAGE	WRITER	COMMENT
Sept '11	58	David Moffat	"Professional development is important, but we need to consider some other factors." Working engineers are creating new knowledge long before courses teaching that knowledge can be designed. "One-size-fits-all will not work."
Jan '12	57	Tom Hamilton	"I am shocked and appalled to hear that government representatives have infiltrated our organization and have subverted our established procedures and protocol to further their own agenda. . . Let's work together to take back our organization with all haste."
Jul '12	64	Roger Toutant	Letter critical of Manitoba's CPD program, which he considers "ineffective" and "which turns engineers into quasi-slaves to its bureaucratic feel-good ambitions".
Jul '12	66	Tatiana Lazdins	Believes [wrongly] that Council's sole purpose is to represent the public, and that "there should never be constraints of membership approval for any of council's actions, by AGM, referendum or otherwise".
Nov '12	66	Pierre Lapalme	Criticizes Roger Toutant's letter on CPD, saying Toutant could even have earned CPD credits just for writing that letter. Says CPD is mandatory in the other provinces and professions.
Jul '14	53	Patrick Quinn	"Professional development and quality assurance are window dressing brought in by regulators who cannot take the liability for continuing competence but wish to give the public the impression they are doing their jobs. Until proof is offered that compulsory professional development or quality control has any impact on continuing competency, the CPDCQATF's tasks are a solution in search of a problem."
Mar '16	48	Patrick Quinn	"Competency is learning by doing, not by filling out annual forms and logging professional development hours. . . PEO is vigorously promoting a compulsory professional development program that neither the members, the government, nor the public is demanding. These programs are window dressing for regulators that cannot take the liability for continuing competence but wish to give the public the impression that they are doing their jobs of ensuring their members are competent in practice. . . Before it is pushed further, it must be

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			shown that PEO's CPD proposal is an issue that solves some demonstrated need, provides a system that can be measured by results versus goals, and that it has been chosen by a rational analysis."
Mar '16	49	Steve Schillaci	Attended East Central town hall in November; disagrees with Annette Bergeron's assertion that "70 per cent of attendees came around to supporting our program and 30 per cent of attendees did not want to listen". Schillaci says, "I believe she mistook a polite response as acceptance and it was she who failed to listen to views that did not fit her narrative. . . Customers, employers and the marketplace are more than capable of policing engineering competence. . . I'm confident that our PEO members will reject CPD in a fair referendum that allows for that option."
May '16	76	Roy Fletcher	CPCPTF's "'risk assessment' reported so far does not include appraisal of the qualifications of a member both technically and conscientiously for providing services directly to the public".
May '16	75	William Este	Attended a town hall "where most attendees opposed the proposed CPD program. . . Any bureaucracy needed to 'herd' 80,000 professional engineers into risk slots and then mandate and supervise how they should be 'professionally developed' is unimaginable, to say the least."
May '16	75	Matthew Dudman, EIT	Favours CPD because he feels his university education did not provide sufficient practical experience. [He fails to explain how CPD, as opposed to on-the-job experience would fill this void.]
Nov '16	68	Brian Lechem	"Engineers in the 21st century have no option other than to maintain their professional competence and this means acting in a proactive manner. . ." [There is no evidence that PEO members are not already doing what is necessary to practise competently.]
May '17	66	Duncan Gibbons	"It is believed that engineers would be maintaining professional standards [by enrolling in PEAK] and be looked upon more favourably by the public. However, my experience has been that the public does not care how many courses a person takes. They only care that you are doing your job honestly and to the best of your abilities. . . This indicates a need for PEO to be able to reconcile on-the-job learning and satisfactory job performance against the artificial construct of CPD learning."

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Mar '18	70	Rahmat Ushaksaraei	<p>"I would remain totally opposed to PEAK and PEAK-like programs, proven to be a failure in other disciplines, and am disturbed that someone speaks falsely on my behalf. Additionally, the low level of participation in the PEAK program along with the continually low level of participation in the standard voting process are indicative symptoms of larger challenges that PEO has been facing for long time in convincing licence holders of its ability to introduce strategic visions and pragmatic approaches that truly represent the engineers and engineering profession in the modern era. So, although one would have hoped that PEO chose the wise path of putting the PEAK program to vote among all licence holders rather than blindly implementing it, it is my firm belief that, at the end, even though PEO may choose to impose it as a mandatory requirement, it will only further confirm the need for a major organizational overhaul of PEO to meet the demands of the 21st century."</p>
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Briefing Note – Decision

C-552-3.0

CONSENT AGENDA

Purpose: To approve the items contained in the consent agenda

Motion(s) to consider: (requires a simple majority of votes cast to carry)

That the consent agenda be approved.

Prepared by: Eric Chor, Research Analyst

Routine agenda items that may be approved without debate are included in a consent agenda and may be moved in a single motion. However, the minutes of the meeting will reflect each item as if it was dealt with separately. Including routine items on a consent agenda expedites the meeting.

Items included on the consent agenda may be removed and dealt with separately if they contain issues or matters that require review.

Please review the minutes ahead of time for errors or omissions and advise Dale Power (416-224-1100, extension 1130 or dpower@peo.on.ca) if there are any required revisions prior to the meeting so that the minutes, when presented, may be considered within the consent agenda.

The following items are contained in the consent agenda:

- 3.1 Minutes – 549th Council meeting – September 23, 2022
- 3.2 Consulting Engineer Designation Applications
- 3.3 Engineers Canada Directors Report
- 3.4 Governance Committee Reports and 2022-2023 Workplans
- 3.5 Changes to the 2022 Statutory and Regulatory Committees' Membership Lists

Briefing Note - Decision

C-552-3.1

OPEN SESSION MINUTES – 549th Council Meeting – September 23, 2022

Purpose: To record that the minutes of the open session of the 549th meeting of Council accurately reflects the business transacted at that meeting.

Motion to consider: (requires a simple majority of votes cast to carry)

That the minutes of the 549th meeting of Council, held September 23, 2022, as presented to the meeting at C-552-3.1, Appendix A, accurately reflect the business transacted at that meeting.

Prepared by: Dale Power, Secretariat Administrator

1. Need for PEO Action

In accordance with best business practices, Council should record that minutes of an open session of a meeting of Council accurately reflect the business transacted at a meeting.

2. Current Policy

Chapter X Minutes, Section 211 Approval of minutes of previous meeting, of Nathan and Goldfarb's Company Meetings states under Comment that, "There does not appear to be any obligation to have minutes signed to be valid or approved, but it is considered good practice. The motion does not by itself ratify or adopt the business transacted; it merely approves the minutes."

3. Appendices

- Appendix A - Minutes – 549th Council open session meeting – September 23, 2022

MINUTES

The 549th MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was a hybrid meeting held at 40 Sheppard Avenue West, Toronto on Friday, September 23, 2022, at 10:00 a.m.

- Present:**
- N. Colucci, P.Eng., President and Council Chair
 - C. Bellini, P.Eng., Past President
 - R. Fraser, P.Eng., President-elect
 - L. Cutler, P.Eng., Vice President Appointed/Lieutenant Governor-in-Council Appointee
 - A. Arenja, P.Eng., Lieutenant Governor-in-Council Appointee
 - V. Banday, P.Eng., Councillor-at-Large
 - R. Brunet, P.Eng., Lieutenant Governor-in-Council Appointee
 - C. Chahine, P.Eng., East Central Region Councillor
 - C. Chiddle, P.Eng. Councillor-at-Large
 - J. Chisholm, P.Eng., West Central Region Councillor
 - A. Dryland, CET, Lieutenant Governor-in-Council Appointee
 - V. Hilborn, P.Eng., Western Region Councillor
 - D. Kiguel, P.Eng., East Central Region Councillor
 - T. Kirkby, P.Eng., Eastern Region Councillor
 - S. MacFarlane, P.Eng., Western Region Councillor
 - P. Mandel, CPA, CBV, Lieutenant Governor-in-Council Appointee
 - D. Montgomery, P.Eng., Northern Region Councillor
 - G. Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee
 - L. Roberge, P.Eng., Northern Region Councillor
 - S. Schelske, P.Eng., Lieutenant Governor-in-Council Appointee
 - P. Shankar, P.Eng., West Central Region Councillor
 - S. Sung, Lieutenant Governor-in-Council Appointee
 - R. Walker, P.Eng., Eastern Region Councillor
- Regrets:**
- G. Wowchuk, P.Eng., Vice President Elected
 - L. Notash, P.Eng., Councillor-at-Large
- Staff:**
- J. Zuccon, CEO/Registrar
 - D. Abrahams, VP Legislation and Policy
 - L. Latham, VP Regulatory Operations/Deputy Registrar
 - L. Maier, VP Organizational Effectiveness
 - P. Buffone, Director, Human Resources
 - C. Mehta, Director, Finance
 - D. Smith, Director, External Relations
 - M. Solakhyan, Director, Governance
 - S. Rose, Director, Program Management
 - J. Vera, Manager Practice Advisory Services
 - R. Martin, Manager, Secretariat
 - J. Max, Manager, Policy
 - E. Chor, Research Analyst, Secretariat
 - M. Feres, Supervisor, Council Operations
 - D. Power, Secretariat Administrator
 - N. Axworthy, Editor, Engineering Dimensions

Guests: M. Barzallo, Compliance Analyst, Office of the Fairness Commissioner

D. Chui, PEO Director, Engineers Canada
I. Glasberg, Ontario Fairness Commissioner
N. Hill, P.Eng., PEO Director, Engineers Canada
A. Kapur, Parliamentary Services
M. Sterling, P.Eng., PEO Director, Engineers Canada

Council convened at 10:00 a.m. on Friday, September 23, 2022.

CALL TO ORDER

Notice having been given and a quorum being present, President Colucci called the meeting to order at 10:00 a.m. and made announcements applicable to the conduct of the meeting.

12471 – APPROVAL OF AGENDA

Requests were made to remove the following item from the consent agenda: 3.4 Governance Committee Reports, in particular the Human Resources and Compensation Committee (HRCC) which was moved to in-camera and the Regulatory Policy and Legislation Committee (RPLC) which was moved to open session for further discussion.

A request was made to have all votes recorded in the minutes. The Chair confirmed this would be done.

Moved by Councillor Chiddle, seconded by Councillor Roberge:

That:

- a) The agenda, as presented to the meeting at C-549-1.2, Appendix A be approved as amended; and**
- b) the Chair be authorized to suspend the regular order of business.**

CARRIED
Recorded Vote

For: 20

Against: 0

Abstain: 1

A. Arenja
C. Bellini
C. Chahine
C. Chiddle
J. Chisholm
L. Cutler
A. Dryland
R. Fraser
V. Hilborn
D. Kiguel
T. Kirkby
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske

V. Banday

P. Shankar
S. Sung
R. Walker

12472 – DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest declared.

12473 – PRESIDENT'S REPORT

President Colucci welcomed all those in attendance with a special welcome to Ontario's Fairness Commissioner, Irwin Glasberg, who was joining to provide an overview of recent amendments to the Fair Access to Regulated Professions and Compulsory Trades Act.

President Colucci advised that over the summer he attended HRCC, RPLC and GNC meetings.

Agenda items discussed at the August plenary included:

Governance committee updates

The Human Resources and Compensation Committee provided an update around PEO's Workplace Violence & Harassment Policy and proposed recommendations relating to Councillors, including that Council:

1. direct the HRCC to consider and make recommendations around prescribing disqualifying conditions for Council members.
2. direct the GNC to consider and make recommendations around prescribing minimum qualifications for Council election eligibility.
3. And, once the HRCC and GNC recommendations are reviewed and approved, Council to instruct the Regulatory Policy and Legislation Committee to review and recommend any regulatory amendments required to implement Council's direction.

The Regulatory Policy and Legislation Committee provided an update on the *Fair Access to Regulated Professions and Compulsory Trades Act* (FARPACTA).

At its August 12th meeting, the RPLC considered a staff report regarding academic assessments and equivalencies for PEO to comply with the July 1, 2023 FARPACTA changes, particularly the six-month timeframe from the time of a completed application for the Registrar to make a licensing decision on academic requirements. We will hear more about this in the CEO/Registrar report.

The Governance and Nominating Committee provided an update from its August meeting.

The Audit and Finance Committee provided a verbal update on budget preparations.

Engineers Canada affinity program and data sharing

During the plenary Council discussed the Engineers Canada affinity program and an associated draft position statement on data sharing.

As discussed, we must decide whether PEO will sign on as a member association and execute the Insurance Affinity Agreement with Engineers Canada.

To recap, in 2018 Engineers Canada partnered with TD Insurance to provide a home and auto insurance program to member engineering regulators.

If accepted, PEO would be expected to promote the insurance program and receive our share of the partnership's revenues.

To date, Council has deferred a decision on joining the program. However, President Colucci has committed to providing a definitive response this year.

At issue are concerns that joining this agreement may force PEO to share its license holders' data to help promote the program.

To address these concerns, a position statement on data privacy management was prepared by staff. The statement affirms that PEO will only disclose personal data to a third party for regulatory purposes or instances required by law. PEO will not disclose or seek consent to disclose personal data for commercial or non-regulatory use of any kind.

However, PEO may facilitate access for license holders to consider third-party opportunities via a secure portal, and any resulting financial benefits to PEO from third-party opportunities would be used to deliver activities directly aligning with the additional objects of the *Professional Engineers Act*.

This draft position statement will help us consider the Engineers Canada Affinity Insurance Agreement decision.

CEO/Registrar search update

During the plenary the Search Committee Chair provided an update on the CEO/Registrar search.

There were no questions or comments.

[Commissioner Irwin Glasberg joined the meeting at 10:15 am]

12474 – CEO/REGISTRAR'S REPORT

CEO/Registrar Zuccon advised that his report included greater detail on the mandatory Continuing Professional Development (CPD) Program and the *Fair Access to Regulated Professions and Compulsory Trades Act* (FARPACTA). He stated that the number of applications received as of the end of August are in excess of 9,800, many of which are from non-Canadian graduate applicants. He then responded to questions.

12475 – PRESENTATION BY THE FAIRNESS COMMISSIONER

President Colucci welcomed Commissioner Glasberg to the meeting.

Commissioner Glasberg provided a report which included the Office of the Fairness Commissioner (OFC) mandate, the Fair Access Registration Ecosystem the OFC's Modern Regulator Principles and an overview of the *Fair Access to Regulated Professions and Compulsory Trades Act* (FARPACTA) amendments. He then responded to questions. Councillors were invited to send any additional questions to staff who would forward them to Commissioner Glasberg for a response.

[R. Brunet joined the meeting at 11:40 am]

[Commissioner Glasberg left the meeting at 12:00 pm]

12476 – BUDGET REVIEW – OPERATING

Councillor Cutler, Audit and Finance Committee Chair, provided a high-level overview related to the proposed 2023 operating budget. Key highlights were also included in the briefing note. Councillor Cutler stated that there were no proposed fee increases. While there has been an operating surplus for the last several years, having a reserve will be helpful since investment income is down as well as potential expenditures related to the

strategic plan, including FARPACTA. Therefore, it was decided that the fees that are currently in place reflect PEO'S financial situation and requirements.

Councillor Cutler noted that a key expenditure area is salaries and that the budget figure reflects a significant increase in the number of employees and given the inflationary environment salaries will increase more than the standard two percent.

The draft budget included \$75,000.00 for Councillor training. It was noted that although this shows as a one-time expense, the intent is that Councillor training be included as an annual item in the budget.

Further to a query regarding PEO's cash reserves, council was advised that PEO's auditor, Deloitte, has indicated that as long as PEO continues to receive monies from core sources that fall with PEO's regulatory mandate there should be no issues.

There was discussion related to financial risks related to mandatory CPD, i.e., potential reduction in membership and the impact this would have on the budget. The Audit and Finance Committee will take this under advisement.

There was a suggestion that the sub office at Lakehead University be reinstated on a limited basis. This will be taken under advisement. The Regional Councillors Committee (RCC) Chair suggested that this could be a topic of discussion for that committee.

In response to a query regarding the increase related to Consultants Council was advised that this covers a number of items such as the Council workshop, Government Liaison Program, IT consultants for projects that are underway and expected in the years ahead as well as costs related to having an investment manager.

There was a query regarding the sustainability of PEO's defined benefit plan. Council was advised that the December 31, 2021 audited financial statements show that the total funded status of the pension plan had a modest surplus. As of January 1, 2022, based on the results of an actuarial evaluation, there is no necessity for PEO to undergo an evaluation every year because the solvency ratio has increased to 85%. This is a function of how the investment portfolio performs every year and as things currently stand, the risk is manageable. The pension plan is actively monitored through the Pension Committee that meets regularly with experts, including actuarial consultants.

12477 – BUDGET REVIEW – CAPITAL

Councillor Cutler, Audit and Finance Committee Chair, provided a high-level overview.

It was noted that some capital projects that may require substantial cash reserves scheduled for 2023 may be deferred until 2024. These projects will be revisited once the new property management company is in place and once the budget amounts required for FARPACTA and strategic plan projects have been established.

It was recommended that the heat pumps, scheduled for 2022 and the electrical distribution equipment and waterproof transformer vault, scheduled in 2023, be coordinated to happen at the same time in order to save some costs in the event that it is recommended that equipment be modified.

12478 – FARPACTA PART 1: ACADEMIC ASSESSMENTS AND EQUIVALENCIES

Councillor Chiddle, Chair, Regulatory Policy and Legislation Committee (RPLC), provided an update. She referred to Commissioner Glasberg's statement that the government was accepting a recommendation from the nursing group to institute provisional licensing for foreign trained nurses knowing that PEO has the ability within its own

Act and regulatory structure to have provisional licenses or limited licenses that should be further explored. She noted that over the last several months RPLC has been discussing the licensing system and some of the noted comments have been that PEO's current system will not likely allow PEO to meet the requirements imposed by the FARPACTA amendments, most notably the six-month turnaround time since it currently takes upwards of over 1,000 days. What needs to be determined is how PEO's non-CEAB applicants will meet the educational requirements set out in the statutory scheme. Council sets those requirements. RPLC needs to reconsider Council's previous decision on what it recognizes as equivalent engineering education qualifications. This could include how PEO limits the eligibility criteria to a minimum threshold for academics. There have been some communications with Academic Requirements Committee (ARC) members with regards to some of their thoughts and they have provided a number of recommendations that has been taken into consideration. One of the items discussed at the RPLC table is the idea of self-assessment.

12479 – BY-LAW AMENDMENTS: SIGNATORIES

At its June 2022 meeting, Council approved in principle recommendations from the Audit and Finance Committee to make certain changes to By-Law No. 1. The objective is to incorporate best practices for financial approvals. The proposed changes also reflect the current organizational structure. The draft changes were considered by the Audit and Finance Committee at their September 8, 2022 meeting, where it was moved, and passed, that these amendments be recommended to Council for formal approval.

Moved by Councillor Cutler, seconded by Councillor Nikolov:

That Council approves the amendments to By-Law No. 1 as presented to the meeting at C-549-2.7, Appendices A, B and C.

2/3 majority of votes cast required to carry

CARRIED
Recorded Vote

For: 20

A. Arenja
C. Bellini
R. Brunet
C. Chahine
C. Chiddle
J. Chisholm
L. Cutler
A. Dryland
V. Hilborn
D. Kiguel
T. Kirkby

Against: 2

V. Banday
R. Fraser

Abstain: 0



S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
P. Shankar
S. Sung
R. Walker

12480 – BY-LAW AMENDMENTS TO IMPLEMENT GOVERNANCE DIRECTIONS PREVIOUSLY APPROVED BY COUNCIL

1. As part of its work on the Governance Roadmap approved in March 2020, Council approved the following directions:
 - Governance committees: At its meeting held on April 30, 2021 Council directed the CEO/Registrar to develop by-law amendments for Council's future consideration to govern the roles and functions of these board governance committees.
 - Agendas and minutes: At its meeting held on November 19, 2021, Council formally adopted the approach to agendas and minutes as summarized in the document titled "Agendas and Minutes Approach (Including In-Camera Items)", as presented at C-544-2.11 and requested that a by-law amendment be prepared for its consideration, in order to apply this approach to all meetings to which the by-law applies. (The approach adopted in November 2021, which remains in effect, applies only to Council and its governance committees. A by-law amendment would apply across the board.)
 - Process for filling Councillor vacancies: At its meeting held on April 8, 2022: Council adopted a process for filling vacancies, and also requested recommendations on how to set out this process in a regulation or by-law:
 - Contact the first runner-up from the most recent Council election for the position where the vacancy has arisen to determine if they are interested in serving the unexpired portion of the Council member's term and if so recommend that Council appoint that person at the earliest opportunity; or, in the event the first runner-up for a position declines, contact the next runner-up in the most recent election and, if that person is willing, recommend them for appointment as above; and if that runner-up declines, continue this process in sequence with additional runners-up, as applicable; or
 - In the event that all runners-up decline, or where there were no runners-up because of an acclamation at the time of the last election, invite expressions of interest from those PEO Members eligible to fill the vacancy, consider candidates and make a recommendation to Council at an appropriate time.

(b) Specific recommendations

The following by-law changes, detailed in the appendices, were recommended for approval:

- A. To amend section 15 related to meeting transparency, in order incorporate the existing, Council-approved approach to agendas and minutes and apply this to all committees, etc., of the organization.
- B. To add a new section 29.1 that addresses elected councillor vacancies that occur unexpectedly.

- C. To amend section 30 to reflect the past-president's ex-officio role. (NB While not explicitly part of a governance direction, this change is consistent with discussions that occurred and a consensus that emerged as the new governance committees were being formed. It also matches other roles given to the past president, for instance signing authority.)
- D. To add a new section 30.1 to incorporate the governance committees established by council in 2021.

Moved by Councillor Arenja, seconded by Councillor Chiddle:

That Council be asked to approve the amendments to By-Law No. 1 as presented to the meeting at C-549-2.8, appendices A, B, C and D.

Discussion ensued. Several issues were raised regarding the process for filling Council vacancies. Vacancies should be filled as soon as possible when it is known in advance that a councillor(s) will not be completing their term. The other matter related to how a vacancy is filled when a councillor leaves mid-term. Those who ran during the same election as the vacating councillor should be contacted to fill the position rather than those who ran in the most recent election. It was also noted that by-law changes should seek stakeholder input.

Move by Councillor Chiddle, seconded by Councillor Schelske to close the debate and call the question.

**CARRIED
Recorded Vote**

For: 15

A. Arenja
C. Bellini
R. Brunet
C. Chiddle
L. Cutler
A. Dryland
V. Hilborn
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
P. Shankar
R. Walker

Against: 5

V. Banday
C. Chahine
R. Fraser
T. Kirkby
S. Sung

Abstain: 1

D. Kiguel

Council then voted on the motion that was presented.

2/3 majority of votes cast required to carry

**CARRIED
Recorded Vote**

For: 15

A. Arenja
C. Bellini
R. Brunet
C. Chiddle

Against: 5

V. Banday
C. Chahine
R. Fraser
D. Kiguel

Abstain: 1

P. Shankar

C. Cutler
A. Dryland
V. Hilborn
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
S. Sung
R. Walker

T. Kirkby

The Chair reminded Council that concerns can be brought forward to GNC at a later date for further discussion.

12481 – GUIDELINE ON ATTENDANCE AT COUNCIL AND GOVERNANCE COMMITTEE MEETINGS

Under By-law Number 1, all PEO committee meetings are open to the public unless the criteria set out in subsection 15(2) are met in which case the meeting or part of a meeting may be closed to the public.

In recent months there has been an increased number of requests to observe committee meetings, including by members of non-governance committees, and there is a need to develop a clear and consistent administrative process to manage such requests.

Addressing the Need for Councillors

Under subsection 30(5) of the by-law, all Councillors may attend meetings of committees appointed under the by-law as observers. To support their inclusion as observers at committee meetings, in July 2022 Councillors were provided with full access to every governance committee book in Diligent Boards as well as the annual schedule of governance committees. These actions enable non-committee Council members, if they wish, to know the dates and times of the Council term's governance committee meetings, reference the material published, and access meeting links in the "Conference Details" section of meeting books.

Addressing the Need for Non-Councillors

For non-Councillors, there remains the need for a written guideline to outline the processes and rules which support the inclusion of observers at PEO's Council and committee meetings.

At its meeting on August 15, 2022 the GNC reviewed information regarding the unwritten protocol currently used to manage the observation of Council and committee meetings by any person who is not a member of Council, the applicable governance committee, or designated staff assigned to provide support, including the process for making requests and receiving meeting agendas.

There was discussion regarding the role of observers in a meeting. It was noted that the purpose of committees such as GNC is to provide quality products to Council which requires informed decision making and input from experts. An example of this scenario occurred at the April 2022 Regulatory Policy and Legislation Committee (RPLC) meeting to which the Chairs and Vice-Chairs of several regulatory committees were invited to provide status updates on their regulatory policy projects. Thus, it was recommended that the term "experts" be included in the proposed written guideline. Further, it was recommended that terms such as "observer" and "expert" and a "guest speaker" be clearly and consistently defined.

In addition, the GNC was informed that at its August 12, 2022 meeting, the RPLC discussed matters related to the confidentiality of committee material. Questions and comments provided by the RPLC Chair were shared. In

summary, the RPLC's consensus view was that, subject to confidentiality considerations, subject matter experts or other stakeholders should receive all relevant, non-confidential material in advance of the meeting so that there is an opportunity to review and prepare questions and comments for the benefit of the committee to make evidence-based recommendations to Council.

The GNC directed staff to draft a written document for consideration at its next meeting.

GNC Meeting on September 9, 2022

At its meeting on September 9, 2022 the GNC reviewed and discussed the draft *Guideline on Attendance at Council and Governance Committee Meetings*. The Committee provided feedback and agreed that the agenda and non-confidential open session committee material should be shared with observers, experts, and guest speakers. It was also agreed that the following enhancements be incorporated in a revised version to be prepared by staff:

- Description of PEO's "direction and control" governance structure, including role definition of the Council and its governance committees.
- Stipulate examples of specific guidelines for Chairs to assist them in exercising their discretion as it relates to the parameters of observers' participation.

Guidelines on Attendance at Council and Governance Committee Meetings

The proposed *Guideline on Attendance at Council and Governance Committee Meetings* was provided as Appendix A. It has taken into consideration feedback and suggestions from the RPLC's August 12 discussion, and the GNC's on August 15 and September 9.

Moved by Councillor Arenja, seconded by Councillor Chiddle:

That Council approve the *Guideline on Attendance at Council and Governance Committee Meetings* as presented to the meeting at C-549-2.9, Appendix A.

Discussion ensued. There was input that discretion should rest with the Chairs in determining who can and cannot speak at Council and governance committee meetings. The guideline should also define the extent of participation given to councillors who are not regular members of the various committees, including in camera. Concern was expressed regarding the clause related to guest speakers, experts, etc., which gives the chair too much discretion if they do not like the content of the information that is being provided. A fourth definition was suggested where observers who are Council members and can contribute be given the opportunity to speak. Council was advised that the guideline was a tool for committee chairs to run the governance committee meetings as smoothly as possible, otherwise it is difficult to effectively manage these meetings if a number of councillors attend committee meetings they are not members of. The aim of the document is to guide behaviour and preserve the discretion of the chair, to encourage as much participation as is appropriate and timely and to establish a hierarchy, especially at governance committee meetings, where committee members have the power to make decisions and recommendations to council.

Moved by Past President Bellini, seconded by Councillor Chiddle to close the debate and call the question.

CARRIED
Recorded Vote

For: 14

A. Arenja
C. Bellini

Against: 7

V. Banday
C. Chahine

Abstain: 1

J. Chisholm



R. Brunet
C. Chiddle
A. Dryland
V. Hilborn
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
P. Shankar
R. Walker

L. Cutler
R. Fraser
D. Kiguel
T. Kirkby
S. Sung

Council then voted on the motion that was presented.

CARRIED
Recorded Vote

For: 14

A. Arenja
C. Bellini
R. Brunet
C. Chiddle
A. Dryland
V. Hilborn
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
S. Sung
R. Walker

Against: 6

V. Banday
C. Chahine
L. Cutler
R. Fraser
D. Kiguel
T. Kirkby

Abstain: 1

P. Shankar

12482 – WORKPLACE VIOLENCE AND HARASSMENT POLICY: UPDATE

In 2020, the HRCC which took on some of the responsibilities assigned to the former Human Resources Committee, was tasked with updating the existing Workplace Violence & Harassment Policy. This direction came from feedback from Council that there seemed to be a lack of clarity in the process as it related to an allegation against a Councillor, including the sanctioning process if a Councillor is found to be in violation of the policy.

At the August 2022 Council Plenary, it was suggested that, in lieu of a regulation to govern Councillor behaviour, issues of alleged Councillor misconduct under the Anti- Workplace Violence and Harassment policy might be referred to Regulatory Compliance for review and investigation and if necessary prosecuted before a panel of the Tribunal. Such a referral would be based on the Rules of Professional Conduct (s.72 of Regulation 941; see for example ss.72(1) and (2)(n), which define and prohibit harassment) and would be informed by the Code of Ethics (s.77). Indeed, the Rules of Professional Conduct and the Code do clearly touch on areas related to the Anti- Workplace Violence and Harassment policy. Hence this would be a valid approach, especially if the conduct in question was sufficiently egregious that another license or certificate holder not serving on Council would face a similar regulatory response.

At the same time, the use of complaints and discipline processes aimed at ensuring public protection seems to be fundamentally flawed if they are deployed as the primary way of dealing with Councillor misconduct. This is for a number of reasons as described in the briefing note that was provided. In light of this, referral to Regulatory Compliance is not an approach that can be recommended at this time.

Councillor Roberge thanked all those who provided feedback. He confirmed that the definition of a volunteer, to which there is currently some ambiguity, will be part of the policy to be developed.

A concern was raised regarding the omission of natural justice and the process of appeals. This will be taken under advisement.

Moved by Councillor Roberge, seconded by Councillor Dryland:

That Council direct staff to conduct a holistic review of best practices in governance controls vis-à-vis expectations for director behaviour and conduct, forms of director misconduct, and options available to a regulatory board to address director misconduct. This work will be conducted under the oversight of the

Human Resources and Compensation Committee (HRCC) and the Governance and Nominating Committee (GNC) in accordance with their respective mandates.

CARRIED
Recorded Vote

For: 21

A. Arenja
C. Bellini
R. Brunet
C. Chahine
C. Chiddle
J. Chisholm
L. Cutler
A. Dryland
R. Fraser
V. Hilborn
D. Kiguel
T. Kirkby
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
P. Shankar
S. Sung
R. Walker

Against: 1

V. Banday

Abstain: 0

12483 – DATA PROTECTION POLICY

Action on this item is driven by the need to ensure the data privacy of license holders and other stakeholders who engage with PEO is maintained and even strengthened. In its regulatory role, PEO collects confidential information from various stakeholders, including applicants, license holders, complainants and others. Therefore, PEO must take data privacy seriously and should not contract with any third-party groups that require providing

confidential information. To ensure PEO's stakeholder data is protected, it was recommended that Council adopt a formal data protection model.

It was noted that in addition to compliancy with Canada's *Personal Information Protection and Electronic Documents Act (PIPEDA)*, PEO's Data Protection Policy should also be compliant with the European Union's *General Data Protection Regulation (GDPR)*.

Moved by Past President Bellini, seconded by Councillor Walker:

1. That Council adopts the data protection policy as outlined in the Draft Position Statement presented at C-549, 2.11 Appendix A, to reduce PEO's risks and ensure PEO conforms with all applicable privacy obligations; and

2. That Council instructs the CEO/Registrar and/or President to work with impacted parties to examine existing data-sharing activities and ensure they comply with the new policy and provide an information report to Council at its November 2022 meeting.

CARRIED
Recorded Vote

For: 21

Against: 0

Abstain: 0

A. Arenja
C. Bellini
R. Brunet
C. Chahine
C. Chiddle
J. Chisholm
L. Cutler
A. Dryland
R. Fraser
V. Hilborn
D. Kiguel
T. Kirkby
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
P. Shankar
S. Sung
R. Walker

12484 – CENTRAL ELECTION AND SEARCH COMMITTEE

At the June 24, 2022 Council meeting, the following motion related to the Central Election and Search Committee was passed.

The following motion, approved in-camera, was moved into open session:

That:



- a) Michael Chan, P.Eng., and Dave Estrella, P.Eng. be appointed as the additional members to the 2022-2023 Central Election and Search Committee;
- b) that the 2021-2022 Central Election and Search Committee be stood down with thanks at the close of this Council meeting; and
- c) that the 2022-2023 Central Election and Search Committee be constituted at the close of this Council meeting
- d) Request the CESC to advise Council of decision-making criteria used to recommend the two candidates noted above.

Further to item d) request the CESC advise Council of the decision-making criteria used to recommend the two candidates, the following information was provided.

On May 30, 2022, the three members of the Central Election and Search Committee designated by Regulation 941, met to review the applications for the two additional members of 2022-2023 committee.

The rationale used to determine who should be brought to the PEO Council for appointment included:

- Potential to have someone who can tap into different professional networks outside of the regular or standard PEO networks
- Someone is experienced and will be able to “hit the ground running”
- Non-councillor, as there are already 2 current councillors on the CESC

There were no questions or comments.

12485 – RECOMMENDATIONS ON AGM SUBMISSIONS

At the 2021 PEO Annual General Meeting held on April 30, 2022, in accordance with Council policy, and as permitted by the by-laws, a number of members presented written submissions and made verbal presentations on issues related to governance, regulatory policy and other activities of the Association. All submissions were accepted for consideration by Council as presented, and members in attendance were invited to review and submit their comments and questions.

Immediately following AGM, the movers were notified that they would have the opportunity to review and address comments collected from the members until May 31, 2022. The responses were collated on June 13, 2022 and sent to the movers with two weeks to provide a written response or make additional comments. All submissions along with any comments and responses are provided to Council for its review and consideration.

Legal Context

As a matter of law (see especially section 3 of the *Professional Engineers Act*), PEO's Council is the “governing body and board of directors of the Association and shall manage and administer its affairs”. Council also has the statutory obligation under ss.3(8) and (8.1) of the *Act* to appoint a Registrar (currently the CEO/Registrar) who is responsible for the administration of the Association and has certain other powers conferred by the legislation.

It is important to note that the *Act* does not give either direct or delegated authority to license holders to manage or administer the affairs of PEO. License holder input is important to the work of a self-regulating body. However, motions made at the AGM, while informative, bind neither Council nor the CEO/Registrar. That said, the policy approved by Council in March 2020 does require staff to provide a report to Council following the AGM

with respect to the motions that have been passed, to assess lawfulness and feasibility in light of Council's current work and other declared priorities.

The briefing note included staff's analysis and proposed response to the twelve submissions made at the 2022 Annual General Meeting. Many of the issues raised by license holders are already being considered by the governance committees as part of their workplan for 2022/2023 Council term and by staff. Council or its governance committees may wish to consider the points raised in the submissions at the Council meeting or at appropriate committee's discretion.

Moved by Councillor Chisholm, seconded by Councillor Chahine:

That a regulatory impact assessment be conducted as per AGM 2022 Submission #3: Climate Change.

DEFEATED
Recorded Vote

For: 6

V. Banday
C. Chahine
J. Chisholm
R. Fraser
V. Hilborn
P. Shankar

Against: 13

A. Arenja
C. Bellini
R. Brunet
C. Chiddle
L. Cutler
A. Dryland
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Sung
R. Walker

Abstain: 3

D. Kiguel
T. Kirkby
S. Schelske

There was general agreement that an in-depth discussion on each of the 2022 AGM submissions at a future plenary would be worthwhile. It was suggested that chapter chairs be involved to ensure the submissions are discussed at the chapter level.

12486 – COUNCILLOR ITEMS – REIMBURSEMENT POLICY: CHAPTER VOLUNTEERS

In 2021, an updated Reimbursement Policy was approved by Council after a lengthy consultation period of four years. Chapter Specific Policies was in the draft circulated for peer review and consultation; it was removed in the final draft of the policy.

In May 2022 Regional Congresses returned to in-person and the Northern Congress motioned an Open Issue to the Regional Councillors Committee (RCC):

Northern Region Congress moves that in light of Council removing the Chapters' section of the PEO Reimbursement Policy, and the fact that this has led to a reduction in volunteer expense coverage; the region requests RCC's support; that they discuss this matter at the next RCC meeting and vote to bring this issue to Council. CARRIED

At the July 23, 2022 RCC meeting, the committee discussed the issue and made the following motion:

RCC requests that Council direct the Audit & Finance Committee to consider the inclusion of guest expense reimbursements when a volunteer attends a Regional Congress. CARRIED

It was proposed that chapter volunteer partner expenses be written into the Reimbursement Policy.

If the motion is passed the Audit & Finance Committee will be asked to compare the 2019 peer reviewed version of the Expense Reimbursement Policy with the 2021 Council approved document, and consider how best to include chapter volunteer expenses. If the current policy undergoes change, peer review by the chapter office is requested before a final draft of the amended policy is presented to Council for approval.

Moved by Councillor Roberge, seconded by Councillor Schelske:

That Council direct the Audit & Finance Committee to consider the inclusion of a chapter-specific appendix in the Reimbursement Policy, to include partner expense reimbursements when a volunteer attends a Regional Congress.

Moved by Councillor Kirkby, seconded by Councillor Shankar:

To refer the motion back to the Regional Congress Committee for further review.

DEFEATED
Recorded Vote

For: 2

T. Kirkby
P. Shankar

Against: 20

A. Arenja
V. Banday
C. Bellini
R. Brunet
C. Chahine
C. Chiddle
J. Chisholm
L. Cutler
A. Dryland
R. Fraser
V. Hilborn
D. Kiguel
S. MacFarlane
P. Mandel
D. Montgomery
G. Nikolov
L. Roberge
S. Schelske
S. Sung
R. Walker

Abstain: 0

Council then voted on the original motion.

CARRIED
Recorded Vote

For: 18

A. Arenja
V. Banday

Against: 2

R. Brunet
T. Kirkby

Abstain: 2

G. Nikolov
S. Sung

C. Bellini
 C. Chahine
 C. Chiddle
 J. Chisholm
 L. Cutler
 A. Dryland
 R. Fraser
 V. Hilborn
 D. Kiguel
 S. MacFarlane
 P. Mandel
 D. Montgomery
 L. Roberge
 S. Schelske
 P. Shankar
 R. Walker

12487 – CONSENT AGENDA

Moved by Councillor Schelske, seconded by Councillor Hilborn:

That the consent agenda be approved, consisting of:

- 3.1 Minutes – 548th Council meeting – June 24, 2022**
- 3.2 Consulting Engineer Designation Applications**
- 3.3 Engineers Canada Designation Applications**
- 3.4 Governance Committee Reports and 2022-2023 Workplans**

CARRIED

[V. Banday, R. Fraser, D. Chui, N. Hill, and M. Sterling left the meeting at 3:55 pm]

12488 – C-548 MEETING MINUTES

That the minutes of the 548th meeting of Council, held June 24, 2022, as presented to the meeting at C-549-3.1, Appendix A, accurately reflect the business transacted at that meeting.

CARRIED

12489 – CONSULTING ENGINEER DESIGNATION APPLICATIONS

- 1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-549-3.2, Appendix A, Section 1.**
- 2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-549-3.2, Appendix A, Section 2.**
- 3. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as set out in C-549-3.2, Appendix A, Section 3.**

CARRIED

There were no comments or questions related to consent agenda item 3.3 Engineers Canada Directors Report or 3.4 Governance Committee Reports and 2022-23 Workplans.

Moved by Councillor Chiddle, seconded by Councillor Hilborn:



That Council move in-camera.

CARRIED

There being no further business the meeting concluded.

These minutes consist of 18 pages and minutes 12471 to 12489 inclusive.

N. Colucci, P.Eng., Chair

M. Solakhyan, Director, Governance

Briefing Note – Decision

CONSULTING ENGINEER DESIGNATION APPLICATIONS

Purpose: Pursuant to subsection 61(2) of Regulation 941 under the *Professional Engineers Act*, the Consulting Engineer Designation Committee (CEDC) may make recommendations to Council in respect of all matters relating to application for designation as a consulting engineer. The CEDC makes the following recommendations.

Motion for Council to consider: (requires a simple majority of votes cast to carry)

1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-552-3.2, Appendix A, Section 1.
2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-552-3.2, Appendix A, Section 2.
3. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as set out in C-552-3.2, Appendix A, Section 3.

Prepared by: Ian Daniels, P.Eng., Registration Officer; and Imelda Suarez, Staff Support

Moved by: Christian Bellini, P.Eng., Past President

1. Need for PEO Action

Pursuant to subsection 61(2) of Regulation 941, the Consulting Engineer Designation Committee may make recommendations to Council on all matters related to the designation, as described in the Regulation. Decisions are made by Council itself.

Council is asked to accept the recommendations of the Consulting Engineer Designation Committee (CEDC) as set out above.

Examinations

With respect to initial applications for designation, clause 56(1)(d) of the Regulation refers to a requirement for applicants to pass examinations prescribed by Council or to have been exempted from such exams. There are currently no examinations set for this purpose. The request to exempt from examinations is hence a formality required by the wording of the Regulation.

The Regulation does not reference any examination requirement for redesignation as a consulting engineer.

Designation Requirements

Subsection 56(1) of the Regulation sets out the criteria for an applicant’s initial designation as a consulting engineer. Failure to meet one or more of these criteria are grounds for denying the application.

The designation or redesignation expires five years from the date it is issued and the criteria for redesignation are set out in subsection 57(2) of the Regulation. Failure to

meet one or more of the criteria are grounds for denying the application for redesignation.

Permission to Use the Title

Section 68 of the Regulation sets out the conditions for granting permission for a holder of a certificate of authorization to use the title “consulting engineer” or an approved variation in its business style. Failure to meet the conditions is a basis for denying a request for permission to use the title in connection with the applicant’s Certificate of Authorization.

2. Next Steps (if motion approved)

The applicants will be informed by the CEO/Registrar of Council's decision, in accordance with section 58 of the Regulation.

3. Peer Review & Process Followed

Process Followed	All applications were reviewed by PEO staff, the Regional Subcommittees of CEDC and later approved by CEDC on October 27, 2022.
Council Identified Review	Not applicable. Required by Regulation.
Actual Motion Review	As stated under above process.

4. Appendices

- Appendix A – Report of the Consulting Engineer Designation Committee
- Appendix B – Legal Implications

<p>C-552-3.2 Appendix A</p>

To the 550th Meeting of the Council of
Professional Engineers Ontario

REPORT OF THE CONSULTING ENGINEER DESIGNATION COMMITTEE

Chair: Steve van der Woerd, P.Eng.

- 1. The Committee has reviewed the following applications for DESIGNATION and recommends to Council that these 2 applicants be exempted from examinations pursuant to Section 56(2) of O.Reg.941 and that they be considered for DESIGNATION AS CONSULTING ENGINEER, having met the requirements pursuant to Section 56(1) of O.Reg.941:**

#	P.Eng.	Company Name	Address	Licence #
1.1	Di Carlo, Dario	The HIDI Group Inc	155 Gordon Baker Rd, Toronto ON, M2H 3N5	100164650
1.2	Morcos, Mena	Demico Engineering Inc.	300E - 2233 Argentia Rd, Mississauga ON, L5N 2X7	100102360

- 2. The Committee has reviewed the following applications for REDESIGNATION and recommends to Council that these 17 applicants be granted REDESIGNATION AS CONSULTING ENGINEER, having met the requirements pursuant to Section 57(2) of O.Reg.941:**

#	P.Eng.	Company Name	Address	Licence #
2.1	Ahmed, Helal	HLV2K Engineering Ltd.	4-2179 Dunwin Dr, Mississauga ON, L5L 1X2	90425745
2.2	Chan, Chung-Wai	MV Shore Associates (1993) Ltd	304-250 Ferrand Dr, Toronto ON, M3C 3G8	7446503
2.3	Della Ventura, Danny	G. L. Tiley & Associates Ltd.	46 Dundas St E, Flamborough ON, L9H 7K6	90412693
2.4	Dizon, Nicolas	Ellard Willson Engineering Ltd.	202-260 Town Centre Blvd, Markham ON, L3R 8H8	90290800
2.5	Dupuis, Claude	CDE Consulting 1998 Ltd.	818 Miriam Cres, Burlington ON, L7S 2B9	90364027
2.6	Gerow, Dylan	Dymaco Inc.	30 St. Paul St, Thunder Bay ON, P7A 4S5	100142391

2.7	Halpenny, Thomas	H. H. Angus & Associates Limited	1127 Leslie St, Toronto ON, M3C 2J6	17985508
2.8	Ibrahim, Shawky	CSC Group Ltd.	408-2522 Keele St, Toronto ON, M6L 0A2	90447145
2.9	Janota, Joseph	Jp2g Consultants Inc.	12 International Dr, Pembroke ON, K8A 6W5	21827019
2.10	Matei, Dinu	Origin & Cause Inc.	1336 Sandhill Dr, Ancaster ON, L9G 4V5	100111128
2.11	Milligan, Grant	Quinn Dressel Associates Ltd.	300-890 Yonge St, Toronto ON, M4W 3P4	31846207
2.12	Pitre, Pascal	Stantec Consulting Ltd	300-1331 Clyde Ave, Ottawa ON, K2C 3G4	100012758
2.13	Rochon, Michael	Roar Engineering Inc.	7565 Danbro Cres, Mississauga ON, L5N 6P9	90220195
2.14	Santia, Felicetto (Phil)	E-Lumen International Inc.	204 & 205 595 Cityview Blvd, Vaughan ON, L4H 3M7	90397563
2.15	Schorn, Gerald	Schorn Consultants Inc.	155 Lexington Crt, Waterloo ON, N2J 4R2	41082017
2.16	Sedore, Terry	Quasar Consulting Group Inc.	250 Rowntree Dairy Rd, Woodbridge ON, L4L 9J7	100008863
2.17	Song, Xiaoju (Gloria)	United Engineering Inc.	105 - 3645 Keele St, North York ON, M3J 1M6	100081411

3. The Committee recommends to Council that the following **1 FIRM** be granted **PERMISSION TO USE THE TITLE “CONSULTING ENGINEERS”** (or variations thereof), having met the requirements pursuant to Section 68 of O.Reg.941:

#	Company Name	Address	Designated Consulting Engineer(s)
3.1	E&M Consulting Engineers Inc.	6004 Osprey Blvd, Mississauga ON, L5N 8K1	Ganihi Appuhamy

C-552-3.2
Appendix B

CONSULTING ENGINEER DESIGNATION APPLICATIONS

Legal Implications/Authority

1. Pursuant to Section 56(2), Council has the authority to exempt an applicant from any of the examinations required by section 56(1) to be taken by an applicant for a Consulting Engineer Designation if Council is satisfied that the applicant has appropriate qualifications.

Pursuant to Section 56(1) Council **shall** designate as a Consulting Engineer every applicant for the Designation who meets the requirements set out in Section 56(1)(a-d). As a result, there does not appear to be any discretion for Council to refuse applicants who meet the requirements.

2. Pursuant to Section 57(2) Council **shall** redesignate as a consulting engineer every applicant who meets the requirements of section 57(2) (a-c). As a result, there does not appear to be any discretion for Council to refuse applicants who meet the requirements.

Briefing Note – Information

C-552-3.3

ENGINEERS CANADA DIRECTORS REPORT

Purpose: To provide an update on the activities of Engineers Canada.

An update on the Engineers Canada activities is provided in Appendices A and B.

Appendices:

Appendix A – November 2022 Update

Appendix B – Powerpoint Presentation – English and French



Engineers Canada director's update November 2022

Engineers Canada Board

In October, Engineers Canada held its fall meetings in Ottawa, which included the CEO Group meetings, the Presidents' Group meeting, the First Timers Session, a Director development session, and the Board meeting. The Board, at its meeting, made a number of decisions, including to approve (a) the committee and task force work plans; (b) the CEQB's Guideline on Workplace Equity for Women; (c) the CEAB and CEQB volunteer recruitment and succession plans; (d) Board policy updates; and (e) extending the length of Engineers Canada's next strategic plan, from a three-year plan to a five-year plan. The disposition of motions from the meeting have been added to the [meeting microsite](#).

Strategic Priority 1.1: Investigate and Validate the Purpose and Scope of Accreditation

The Academic Requirement Task Force for SP1.1 Investigate and validate the purpose and scope of accreditation has been meeting bi-weekly to discuss the scope of their work, a definition of their mandate, sources of information that could inform their work, and who else will need to be consulted and engaged in the development of an academic requirement for licensure.

The project design team supporting the development of the accreditation project's November strategic foresight event discussed signals of change that illustrate the changes in the engineering profession that will need to be understood in order to develop a resilient and future-focused accreditation system. The team explored the interconnections between multiple signals of change that we see in the

Canadian engineering profession and in Canadian society. These will be used as input to November's session which will ask participants to step outside of their current realities and consider the futures for which we might need to prepare.

Strategic Priority 1.2: Strengthen collaboration and harmonization

The Collaboration Task Force for SP1.2 continued their work on the position paper that will form the basis of next year's consultations with the regulators. The group also had the opportunity to meet our consultants, Hill+Knowlton and discuss the facilitation approach for those sessions.

Strategic Priority 1.3: Support regulation of emerging areas

We issued an RFP for a consultant to research the Energy Engineering paper, a topic that was selected by the CEO Group last year.

Strategic Priority 2.1: Accelerating 30 by 30

The date for the 2023 30 by 30 conference has been selected. It will take place in Halifax on May 24 and will be co-hosted by Engineers Nova Scotia.

In September, Engineers Canada participated in APEGA's virtual Emerging Professionals Summit. The Summit focused on EITs and post-secondary students.

Also in September, Engineers Canada attended the Professional Engineers Ontario (PEO) 30 by 30 Annual Check-In, presenting an update on national progress on 30 by 30.

To keep stakeholders up to date on our 30 by 30 network, our EDI work at Engineers Canada, and with resources and events by folks in the community, we developed a monthly 30 by 30 newsletter. [Subscribe](#) to stay in the know.

In October, Engineers Canada participated in the Electricity Human Resources Canada (EHRC) Advisory Committee meeting on Building a Sexual Harassment Free Workplace for Women in Electricity. Engineers Canada is a signatory to the EHRC Leadership Accord on Gender Diversity.

Engineers Canada is a participant of the Social Sciences and Humanities Research Council (SSHRC) funded project on engineering career paths, specifically for underrepresented people and those pursuing non-traditional paths, led by the University of Toronto (U of T) Troost Institute for Leadership Education in Engineering (ILead). The project focuses on tracking inequity in the workplace experiences of Canadian engineering graduates, including mobility patterns, the nature of workplace environments, and career stratification by gender or race. The work builds upon previous [ILead research](#). To better understand engineers' career trajectories, ILead [surveyed](#) individuals who completed their undergraduate engineering degrees on or before December 2013. The survey closed on October 14, 2022.

Strategic Priority 2.2: Reinforce Trust and the Value of Licensure

The project team for SP2.2 and the advisory group of regulator staff met with our consultant on October 14 to discuss results of the research component of the project, prioritize target audiences for the marketing campaign, and undertake a SWOT analysis for the graduate and EIT outreach component. The research work surveyed parents, purchasers and

employers of engineering services and engineers, and opinion leaders. The research team also conducted one-on-one interviews with influencers, performed a comparator audit against other similar professions, and held focus groups with engineering students, recent graduates, and EITs.

Accreditation Board

President Kathy Baig sent a letter to CEAB Chair Paula Klink regarding the issue of international student exchanges. In the letter, President Baig re-iterated the need for a timely resolution of this matter to meet regulator expectations. She also requested updates from the CEAB after their meeting with the Deans' Liaison Committee on October 23, at the December 12 Board meeting, and after their February 3-4 CEAB meeting. The CEAB Chair has committed to resolve this issue at their February meeting.

The CEAB is therefore hard at work resolving this issue. Their Executive and Policies & Procedures (P&P) committees established terms of reference and membership for a working group that will resolve the accreditation barriers to international student exchanges. Subsequently, the workshop group designed and hosted a workshop with Engineering Deans Canada's Deans' Liaison Committee (DLC) which was held on October 23rd in Waterloo. The workshop was a success and the working group expects to meet throughout November in order to present a recommendation to the P&P in December, which would then go to the CEAB at their February meeting.

At the same time, CEAB members are involved in their busiest visit season ever. Visits to 25 institutions with a total of 81 programs are now underway.

On October 13, Engineers Canada facilitated an online consultation with the CEAB on the environmental scan for the 2025-2029 strategic plan with a focus on three questions:

- Are there other documents we should consider including in the scan?
- Are there any other major trends that we should include?
- Are there any identified trends that we should not include?

The feedback received will inform future iterations of the scan as we progress towards the Engineers Canada Board's February foresight workshop.

Qualifications Board

The CEQB Practice Committee hosted a workshop on duty to report which took place on October 14. The workshop gathered perspectives that will inform the forthcoming CEQB guideline on this topic.

The CEQB is soliciting feedback on the revised Electrical engineering syllabus by November 26. Questions and feedback can be sent to Alison Peverley, Coordinator, Qualifications at alison.peverley@engineerscanada.ca.

The CEQB will also host an in-person consultation regarding the Draft Feasibility study on alternative methods of academic assessment for non-CEAB applicants in Toronto in late November. Both documents are available in the consultation section of the members-only site (log-in first required).

CEAB, CEQB and NAOG meetings

On September 16, the annual CEAB, CEQB and NAOG (National Admissions Officials Group) meetings took place in Vancouver.

The CEAB conducted their business meeting which included the approval of the Accountability in Accreditation report and the proposed 2023 work plan, as well as discussion regarding ongoing issues including:

- the CEAB 30 by 30 recommendations report and consultation
- international student exchanges
- the June Washington Accord meeting outcomes
- the interpretation and evaluation of dual discipline programs
- logistics regarding upcoming visits
- the documentation of roles, responsibilities and processes in the accreditation system.

Finally, the CEAB also voted to recommend Jeff Pieper as 2022-2023 vice-chair and received updates from key stakeholders including the Canadian Federation of Engineering Students (CFES), Engineering Deans Canada (EDC), and the CEQB.

Following this, the CEQB held their business meeting which included:

- the new CEQB Guideline on workplace equity for women was recommended for final Engineers Canada Board approval
- the draft Feasibility Study on alternative methods of academic assessment for non-CEAB applicants was approved for regulator consultation

The CEQB also voted to recommend Sam Inchasi as vice-chair for the term of 2023-2024, and received reports and updates from the CEAB, NAOG (Admissions), NDEOG (Discipline & Enforcement), and NPOG (Practice Officials).

The CEAB and CEQB underwent a joint training on equity, diversity and inclusion that

focused on developing a shared level of understanding and fostering inclusive volunteering practices.

NAOG met to share information, challenges and promising practices from across the country. They also stood up a new sub-group to study time-based experience requirements. Finally, the group thanked Jason Ong (EGBC) for his year of service as chair, and welcomed Amit Banerjee (APEGA) as chair, and Kate MacLachlan (APEGS) as vice-chair.

National Day for Truth and Reconciliation

On September 30, the National Day for Truth and Reconciliation, Engineers Canada staff walked to Parliament Hill to participate in [Remember Me](#), a national gathering to memorialize the children that never came home from school and to support Indigenous children and families affected by the Indian Residential Schools and all Indigenous child apprehension programs.

Equity, Diversity, and Inclusion

Engineers Canada and our Indigenous Advisory Committee Chair, Nicole MacDonald, attended the annual meetings of the American Indian Science and Engineering Society (AISES) in the US.

Government Relations

The Conservative Party of Canada selected Pierre Poilievre as their new leader. Poilievre won on the first ballot, with 68 per cent of the points needed to secure the party's leadership. As part of our work to advocate to the federal government, Engineers Canada sent a congratulatory letter to Mr. Poilievre outlining our priorities for this parliamentary session, which resumed on September 20.

Engineers Canada participated in Natural Resources Canada's Climate Change Adaptation

Plenary Virtual Session. This invitation to participate was a direct result of Engineers Canada's submission to the federal government on the National Adaptation Strategy, available [here](#).

Engineers Canada's comments to the House of Commons Standing Committee on Finance regarding the Pre-Budget Consultations in Advance of the 2023 Budget process have been submitted and posted on our public [website](#). A draft version of this submission was shared with regulators on July 26, 2022, with a deadline for comments of August 19, 2022. APEGS, PEO, EGBC, Engineers Nova Scotia and APEGA responded with comments that were incorporated in the submission.

Engineers Canada met with representatives from the Engineering Council of South Africa (ECSA). We provided them with information about our work with the federal government, membership numbers and trends in Canada, and the use of competencies and examinations in the licensure process. ECSA are conducting research on this topic with several engineering organizations worldwide, with an eye to improving their own processes, and have committed to share their final report with us.

National Membership Database

The new National Membership Database (NMDB) for regulators was officially launched. This tool is used to confirm the status of applicants for licensure who are already licensed by another Canadian engineering regulator. We hosted drop-in training sessions for any regulator staff with questions.

Affinity program

Victor Canada, the Professional Liability insurance provider endorsed by Engineers Canada, offered a complimentary webcast on Tuesday, October 18, 2022 for engineers and geoscientists entitled “Understanding and responding to cyber threats – the legal aspects”. This webcast included a panel of leading legal specialists who discussed various cyber threats common to the engineering industry and how to respond if a cyber incident occurs. The session also included a discussion on breach trends, privacy legislation, mitigation tips and best practices surrounding the handling of breach incidents.

Regulation in the news

With the release of the recent [signed statement](#) from regulators on the use of software engineering, there has been some press activity. One of which includes reporting on a large lobbying effort from the tech industry in Alberta who are asking the new Alberta Premier to “act and remove the unnecessary regulatory red tape” that APEGA is enforcing on the use of the software engineer title in Alberta. APEGA has published a [press release](#) in response to this activity.

International Mobility

Engineers Canada attended a workshop of the International Engineering Alliance (IEA) which touched on an array of topics including: the overall IEA Strategy, best practices in accreditation, implementation and interpretation of revised Graduate Attributes and Professional Competencies, the proposed IEA financial model, clarification of expectations regarding Accord rules and procedures, Agreement review process refinement, mobility case studies, Agreement reviewer training and development, and reflections and learnings from virtual reviews. A report on the workshop will be distributed shortly.

Special

Nominations for the 2022-2023 Engineers Canada Awards are now open. More information and nominations forms are [available on our website](#). Deadline for all nominations is Friday, January 13, 2023.

On September 9, Engineers Canada staff participated in the organization’s second annual employer-supported volunteer day, where we assisted the ‘Friends of the Pinhey Sands Dunes’ to restore the ecosystem to its original state before a forest of red pines were planted in the 1950s.

C-552-3.3
Appendix B

Director's update to Council

September-October 2022



Introduction

- This presentation features high-level updates of Engineers Canada's strategic priorities and departmental activities from September-October 2022.
- The presentation is a companion to the Director's update document.



Engineers Canada Board

- In October, Engineers Canada held its fall meetings.
- This included the CEO Group meetings, the Presidents' Group meeting, the First Timers Session, a Director development session, and the Board meeting.
- The Board approved:
 - committee and task force work plans;
 - the CEQB's Guideline on Workplace Equity for Women;
 - the CEAB and CEQB volunteer recruitment and succession plans;
 - Board policy updates;
 - extending the length of Engineers Canada's next strategic plan, from a three-year plan to a five-year plan.

Strategic Priorities

Strategic Priority 1.1: Investigate and Validate the Purpose and Scope of Accreditation

- The project design team explored changes in the engineering profession that will need to be understood in developing a future-focused accreditation system, and gathered signals of change which will be used at the November strategic foresight session, where we will ask participants to step outside of their current realities and consider the futures for which we might need to prepare.

Strategic Priority 1.2: Strengthen collaboration and harmonization

- The Collaboration Task Force finalized the position paper on regulatory harmonization and collaboration for next year's consultations with the regulators, and discussed the facilitation plan for our regional consultations with our consultants, Hill+Knowlton. The consultations will take place in Q1 and Q2 2023.

Strategic Priority 1.3: Support regulation of emerging areas

- An RFP was issued for a consultant who will write the Energy Engineering research paper, as requested by the CEO Group.

Strategic Priorities

Strategic Priority 2.1: Accelerating 30 by 30

- To keep stakeholders up to date on our 30 by 30 network and our EDI work at Engineers Canada, we developed a monthly 30 by 30 newsletter. [Subscribe](#) to stay in the know.
- The date for the 2023 30 by 30 conference has been selected. It will take place in Halifax on May 24 and will be co-hosted by Engineers Nova Scotia.
- Engineers Canada attended the Professional Engineers Ontario (PEO) 30 by 30 Annual Check-In, presenting an update on national progress on 30 by 30.

Strategic Priority 2.2: Reinforce Trust and the Value of Licensure

- The project team and the advisory group of regulator staff met with our consultant on October 14 to discuss results of the research component of the project, prioritize target audiences for the marketing campaign, and undertake a SWOT analysis for the graduate and EIT outreach component.
- The research work surveyed parents, purchasers and employers of engineering services and engineers, and opinion leaders.
- The research team also conducted one-on-one interviews with influencers, performed a comparator audit against other similar professions, and held focus groups with engineering students, recent graduates, and EITs.

Regulatory Affairs

Accreditation Board

- The consultation on the 30 by 30 report and recommendations closed and the CEAB is now considering the feedback.
- A working group was struck to assess how to remove accreditation barriers to international student exchanges, and the group held a workshop with Engineering Deans Canada's Deans Liaison Committee on this topic
- The CEAB is currently undertaking 25 visits to 81 programs – the largest number of visits in a single cycle ever

Qualifications Board

- The CEQB held a workshop to kick off the development of the new Guideline on duty to report with consultants Rosen Sunshine, QB members and Regulator staff. The guideline will provide direction and support for engineers who find themselves in this position.
- The CEQB is soliciting feedback on the revised Electrical engineering syllabus by November 26, and will host a summit in November to get feedback on the Draft feasibility study on alternative methods of assessment for non-CEAB applicants.

Regulatory Affairs

- In September, the annual combined CEAB, CEQB, and NAOG (National Admissions Officials Group) meetings took place in Vancouver.
- At the meetings:
 - The CEAB conducted their business meeting which included the approval of the Accountability in Accreditation report and the proposed 2023 work plan
 - The CEAB also voted to recommend Jeff Pieper as 2022-2023 vice-chair
 - The new CEQB Guideline on workplace equity for women was recommended for final Engineers Canada Board approval
 - The draft Feasibility Study on alternative methods of academic assessment for non-CEAB applicants was approved for regulator consultation
 - The CEQB voted to recommend Sam Inchasi as vice-chair for the term of 2023-2024
 - The CEAB and CEQB underwent a joint training on equity, diversity and inclusion that focused on developing a shared level of understanding and fostering inclusive volunteering practices.
 - NAOG stood up a new sub-group to study time-based experience requirements and the group thanked Jason Ong (EGBC) for his year of service as chair, and welcomed Amit Banerjee (APEGA) as chair, and Kate MacLachlan (APEGS) as vice-chair.

Regulatory Affairs

- With the release of the recent [signed statement](#) from regulators on the use of software engineering, there has been some press activity, one of which includes reporting on a large lobbying effort from the tech industry in Alberta who are asking the new Alberta Premier to “act and remove the unnecessary regulatory red tape” that APEGA is enforcing on the use of the software engineer title in Alberta. APEGA has published a [press release](#) in response to this activity.
- The new National Membership Database (NMDB) for regulators was officially launched. This tool is used to confirm the status of applicants for licensure who are already licensed by another Canadian engineering regulator. We hosted drop-in training sessions for any regulator staff with questions.

Corporate Affairs and Strategic Partnerships

- Engineers Canada participated in Natural Resources Canada's Climate Change Adaptation Plenary Virtual Session. This invitation to participate was a direct result of Engineers Canada's submission to the federal government on the National Adaptation Strategy, available [here](#).
- Engineers Canada's comments to the House of Commons Standing Committee on Finance regarding the Pre-Budget Consultations in Advance of the 2023 Budget process have been submitted and posted on our public [website](#).
- Engineers Canada met with representatives from the Engineering Council of South Africa (ECSA) and provided them with information about our work with the federal government, membership numbers and trends in Canada, and the use of competencies and examinations in the licensure process.
- ECSA are conducting research on this topic with several engineering organizations worldwide, with an eye to improving their own processes, and have committed to share their final report with us.

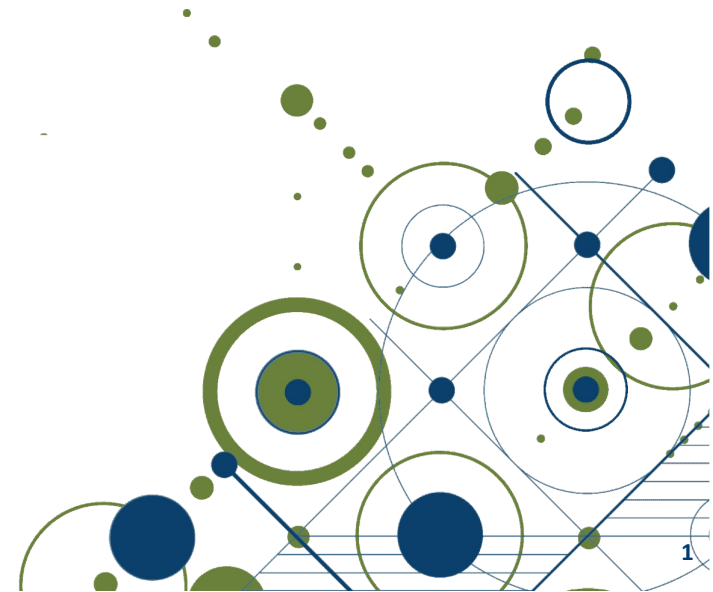
Corporate Affairs and Strategic Partnerships

- Engineers Canada and our Indigenous Advisory Committee Chair attended the annual meetings of the American Indian Science and Engineering Society (AISES) in the US.
- Also in October, Engineers Canada participated in the Electricity Human Resources Canada (EHRC) Advisory Committee meeting on Building a Sexual Harassment Free Workplace for Women in Electricity. Engineers Canada is a signatory to the EHRC Leadership Accord on Gender Diversity.
- Nominations for the 2022-2023 Engineers Canada Awards are now open. More information and nominations forms are [available on our website](#). Deadline for all nominations is Friday, January 13, 2023.
- Victor Canada, the Professional Liability insurance provider endorsed by Engineers Canada, offered a complimentary webcast on Tuesday, October 18, 2022 for engineers and geoscientists entitled “Understanding and responding to cyber threats – the legal aspects”.

Compte rendu à l'intention des administrateurs et administratrices d'Ingénieurs Canada

C-552-3.3
Appendix B

Septembre-octobre 2022



Introduction

- Cette présentation fait état des informations les plus récentes sur les priorités stratégiques et les activités de chaque secteur d'Ingénieurs Canada en septembre et en octobre 2022.
- La présentation accompagne le compte rendu à l'intention des administrateurs et administratrices d'Ingénieurs Canada.

Conseil Ingénieurs Canada

- En octobre, Ingénieurs Canada a tenu ses réunions d'automne.
- Ces réunions comprenaient : les réunions du Groupe des chefs de direction, la réunion du Groupe des présidents, la séance des nouveaux venus, la séance de développement des administrateurs et administratrices et la réunion du conseil.
- Le conseil a approuvé :
 - Les plans de travail des comités et groupes de travail;
 - Le Guide sur l'équité pour les femmes dans les milieux de travail du BCCAG;
 - Les plans de recrutement et de relève des bénévoles du BCAPG et du BCCAG;
 - La révision des politiques du conseil;
 - La prolongation de la durée du prochain plan stratégique d'Ingénieurs Canada de trois à cinq ans.

Priorités stratégiques

Priorité stratégique 1.1 Examiner et valider le but et la portée de l'agrément

- L'équipe de conception a exploré les indices des changements survenant dans la profession d'ingénieur qu'il faudra comprendre afin de structurer un système d'agrément résilient et tourné vers l'avenir. Elle a recueilli des indices de changement qui seront utilisés à la séance de novembre où les participants seront invités à sortir de leurs réalités actuelles pour envisager l'avenir auquel nous pourrions devoir nous préparer.

Priorité stratégique 1.2 : Renforcer la collaboration et l'harmonisation

- Le Groupe de travail sur la collaboration a finalisé l'énoncé de position sur l'harmonisation réglementaire et la collaboration qui servira de fondement pour les consultations avec les organismes de réglementation l'année prochaine, et a discuté du plan pour faciliter ces séances avec nos consultants, Hill+Knowlton. Les consultations auront lieu pendant le premier et le deuxième trimestre de 2023.

Priorité stratégique 1.3 : Soutenir la réglementation des nouveaux domaines d'exercice du génie

- Une demande de propositions (DP) a été publiée pour retenir les services d'un consultant qui sera chargé de rédiger un document de recherche sur le génie énergétique, à la demande du Groupe des chefs de la direction.

Priorités stratégiques

Priorité stratégique 2.1 : Accélérer l'initiative 30 en 30

- Afin de tenir les parties au courant des activités de notre réseau 30 en 30 et de nos travaux dans le cadre de l'EDI à Ingénieurs Canada, nous avons créé un bulletin mensuel 30 en 30. [Abonnez-vous](#) pour vous ne rien manquer!
- La date de la conférence 30 en 30 de 2023 a été choisie : elle aura lieu à Halifax le 24 mai et sera organisée en collaboration avec Engineers Nova Scotia.
- Ingénieurs Canada a participé à la réunion annuelle de bilan 30 en 30 de Professional Engineers Ontario (PEO) et y a notamment présenté un compte rendu des progrès réalisés à l'échelle nationale dans le cadre du programme 30 en 30.

Priorité stratégique 2.2 : Renforcer la confiance et la valeur du permis d'exercice

- L'équipe de projet et le groupe consultatif composé de membres du personnel des organismes de réglementation ont rencontré notre consultant le 14 octobre pour discuter des résultats du volet recherche du projet, déterminer les publics cibles prioritaires de la campagne de marketing et entreprendre une analyse FFPM (forces, faiblesses, possibilités et menaces) du volet rayonnement auprès des diplômés et des ingénieurs stagiaires.
- Le travail de recherche comprenait des sondages auprès des parents, des acheteurs de services d'ingénierie et des employeurs d'ingénieurs, ainsi que des leaders d'opinion.
- L'équipe de recherche a également mené des entretiens individuels avec des influenceurs, réalisé un audit comparatif avec d'autres professions semblables et organisé des groupes de discussion avec des étudiants en génie, des diplômés récents et des ingénieurs stagiaires.

Affaires réglementaires

Bureau d'agrément

- Les consultations sur le rapport 30 en 30 et les recommandations sont terminées et le BCAPG examine les commentaires reçus.
- Un groupe de travail a été mis sur pied afin d'évaluer des façons de supprimer les obstacles d'agrément pour les étudiants participant aux programmes d'échanges internationaux. Le groupe a organisé un atelier avec le Comité de liaison des doyens de Doyennes et doyens d'ingénierie Canada sur ce sujet.
- Le BCAPG effectue actuellement 25 visites à 81 programmes, ce qui représente le plus grand nombre de visites lors d'un seul cycle de visites jamais réalisé.

Bureau des conditions d'admission

- Le BCCAG a organisé un atelier pour lancer l'élaboration d'un nouveau Guide sur le devoir de dénoncer avec l'entreprise de consultants Rosen Sunshine, des membres du BCCAG et des membres du personnel d'organismes de réglementation. Le guide offrira une orientation et un soutien aux ingénieurs qui se trouvent dans la position où ils doivent dénoncer des actes répréhensibles.
- Le BCCAG sollicite des commentaires sur la version révisée du programme d'examens de génie électrique d'ici le 26 novembre et organisera un sommet en novembre pour obtenir des commentaires sur la version préliminaire de l'Étude de faisabilité d'autres méthodes d'évaluation de la formation en génie des candidats issus de programmes non agréés par le BCAPG.

Affaires réglementaires

- En septembre, la réunion annuelle conjointe du BCAPG, du BCCAG et du GNRA (Groupe national des responsables de l'admission) a eu lieu à Vancouver.
- Voici les événements clés de ces réunions :
 - Le BCAPG a tenu sa réunion d'affaires, qui comprenait notamment l'approbation du rapport sur la Responsabilité en matière d'agrément et du plan de travail proposé pour 2023.
 - Le BCAPG a également voté pour recommander Jeff Pieper comme vice-président pour 2022-2023.
 - Le nouveau Guide sur l'équité pour les femmes dans les milieux de travail du BCCAG a été recommandé pour l'approbation finale du conseil d'Ingénieurs Canada.
 - L'ébauche de l'étude de faisabilité d'autres méthodes d'évaluation de la formation en génie dans le cas des candidats titulaires d'un diplôme non agréé par le BCAPG a été approuvée pour consultation par les organismes de réglementation.
 - Le BCCAG a voté pour recommander Sam Inchasi comme vice-président pour le mandat de 2023-2024.
 - Le BCAPG et le BCCAG ont suivi une formation conjointe sur l'équité, la diversité et l'inclusion qui visait à établir un niveau de compréhension commun et à encourager des pratiques de bénévolat inclusives.
 - Le GNRA a créé un nouveau sous-groupe chargé d'étudier les exigences en matière d'expérience basée sur la durée et le groupe a remercié Jason Ong (EGBC) pour son année de service en tant que président, et a accueilli Amit Banerjee (APEGA) en tant que président, et Kate MacLachlan (APEGS) en tant que vice-présidente.

Affaires réglementaires

- La publication de la récente [déclaration signée](#) par les organismes de réglementation sur l'utilisation du titre d'ingénieur en logiciel a donné lieu à certains articles de presse sur la question. L'un d'eux fait état d'un important effort de lobbying de la part de l'industrie technologique de l'Alberta, qui demande au nouveau premier ministre albertain d'« agir et de supprimer la paperasserie réglementaire inutile » que l'APEGA impose en ce qui concerne l'utilisation du titre d'ingénieur logiciel en Alberta. L'APEGA a réagi à cet article en publiant un [communiqué de presse](#).
- La nouvelle Base de données nationale sur les effectifs (BDNE) pour les organismes de réglementation a été officiellement lancée. Cet outil est utilisé pour confirmer le statut des candidats au permis d'exercice qui détiennent déjà un permis délivré par un autre organisme de réglementation canadien. Nous avons organisé des séances de formation pour répondre aux questions du personnel des organismes de réglementation.



Affaires générales et Partenariats stratégiques

- Ingénieurs Canada a participé à la séance plénière virtuelle de Ressources naturelles Canada sur l'adaptation aux changements climatiques. L'invitation à participer à cet événement était une conséquence directe des commentaires d'Ingénieurs Canada soumis au gouvernement fédéral concernant le document de travail sur la stratégie nationale d'adaptation du Canada, que vous pouvez consulter [ici](#).
- Les commentaires d'Ingénieurs Canada au Comité permanent des finances concernant les consultations prébudgétaires en vue du budget de 2023 ont été soumis et publiés sur notre [site Web](#) public.
- Ingénieurs Canada a rencontré des représentants de l'Engineering Council of South Africa (ECSA) et leur a fourni des informations sur notre travail auprès du gouvernement fédéral, sur les effectifs de la profession au Canada et ses tendances, et sur l'utilisation des compétences et des examens dans le processus d'obtention d'un permis.
- L'ECSA mène des recherches sur ce sujet auprès de plusieurs organisations d'ingénieurs du monde entier dans le but d'améliorer ses propres processus et s'est engagé à nous communiquer son rapport final.

Affaires générales et Partenariats stratégiques

- Ingénieurs Canada et la présidente de notre Comité consultatif autochtone, Nicole MacDonald, ont assisté aux réunions annuelles de l'American Indian Science and Engineering Society (AISES) aux États-Unis.
- En octobre également, Ingénieurs Canada a participé à la réunion du Comité consultatif de Ressources humaines, industrie électrique du Canada (RHIEC) sur l'établissement de milieux de travail exempts de harcèlement pour les femmes dans le secteur de l'électricité. Rappelons qu'Ingénieurs Canada est signataire de l'Accord de leadership sur la diversité des genres de RHIEC.
- La période de mise en candidature pour les prix 2022-2023 est maintenant ouverte. De plus amples renseignements ainsi que les formulaires de candidature sont [disponibles sur notre site Web](#). La date limite de réception des candidatures est le vendredi 13 janvier 2023.
- La société Victor Canada, fournisseur d'assurance responsabilité professionnelle retenu par Ingénieurs Canada, a offert une webdiffusion gratuite à l'intention des ingénieurs et des géoscientifiques intitulée « Understanding and responding to cyber threats – the legal aspects (Comprendre les cybermenaces et y répondre – les aspects juridiques) ».

Briefing Note – Information

C-552-3.4

GOVERNANCE COMMITTEE REPORTS AND 2022–2023 WORKPLANS

Purpose: To inform Council of the recent activities of the four governance committees.

Motion(s) to consider:

none required

The reports submitted by the governance committees chairs are included as appendices to this briefing note.

Appendices:

App A – Chair’s Report - Audit and Finance Committee (AFC) – attached

App B – Chair’s Report - Governance and Nominating Committee (GNC) – attached

App C – Chair’s Report - Human Resources and Compensation Committee (HRCC) – attached

App D – Chair’s Report - Regulatory Policy and Legislation Committee (RPLC) – attached

C-552-3.4 – Appendix A

Committee Name: Audit and Finance Committee (AFC)	AFC Summary Report to Council – November 25, 2022					
	#	WHAT	Items discussed	WHO (Assigned to)	WHEN (Next Steps)	Status ¹
	1	2023 Draft Operating and Capital Budgets	Final review of draft operating and capital budgets for recommendation to Council.	PEO Staff	Recommendation to Council for approval at 11/25/2022 meeting	Continue
	2	2023 Borrowing Resolution	Review of Borrowing Resolution for recommendation to Council.	PEO Staff	Recommendation to Council for approval at 11/25/2022 meeting	Continue
	3	2022 Audit Plan	Committee met with Deloitte who presented their 2022 Audit Plan for review.	PEO Staff	March 2023: Review of 2022 Draft Audited Financial Statements	Continue
	4	Investment Update	Committee received an update from the Investment Fund manager	PEO Staff	Ongoing activity (annually)	Continue
	5	Review of Financial Statements for the 9 Months Ending 09/30/2022	Review of Statements: Financial Position Projection, Projected Cash Flows, Revenues & Expenses, Balance Sheet, and Income Statement Variance Analysis.	Staff	Ongoing activity (each meeting)	Continue
	6	Review of Minimum Cash Balance Requirement Policy	Committee reviewed and discussed the Minimum Cash Balance Requirement Policy.	Staff	Ongoing activity (annually)	Continue
WHEN: 10/18/2022	7	Update on Financial Risks	Committee received an update on and discussed financial risks.	Staff	Ongoing activity (each meeting)	Continue
	8	Update on Pension Plan	Committee received an update on and discussed the pension plan.	Staff	Ongoing activity (each meeting)	Continue
NEXT MEETING: 03/16/2022						

¹ Green = Complete; Blue = Continue; Yellow = Modify; Red = Discontinue

GNC Summary Report to Council – November 25, 2022						
<div>Committee Name: Governance & Nominating (GNC)</div> <div>WHEN: 10/17/2022; 11/09/2022</div> <div>WHAT:</div> <div>1. Governance Roadmap (Phase 4): Risk Assessment – Non-Chapter “Neither” Activities</div> <div>2. Council Elections Review</div> <div>3. Committee Minutes</div> <div>4. Council Manual Review</div> <div>5. Councillor Training Protocol</div> <div>6. AGM: Structure and Format</div> <div>NEXT MEETINGS: 01/16/2023; 02/06/2023</div>	#	WHAT	Items discussed	WHO (Assigned to)	WHEN (Next Steps)	Status ¹
	1	Governance Roadmap (Phase 4): Update on Risk Assessment for Non-Chapter “Neither” Activities	Committee received information outlining recommendations related to several committees and sub-committees. Committee passed a motion that recommendations for PEO Committee and Task Force Activities which are neither governance nor regulatory be presented to Council for approval, subject to further consultation with affected committee stakeholders.	PEO Staff	01/16/2023 GNC meeting	Continue
	2	Council Elections Review: Approach and Issues	Committee received information related to the proposed approach and timelines for reviewing and making recommendations aimed at reforming and modernizing PEO’s elections. Agreed that this should be addressed and prioritized in two categories: i) election process, specifically; ii) governance issues, generally. General agreement that candidates must complete a “board basics” type of training/orientation before a nomination is accepted.	PEO Staff	Status update at 01/16/2023 GNC meeting	Continue
	3	Committee Minutes	Discussed and agreed on the importance of expediting the issuance of minutes within a reasonable period. Staff will report back to the GNC at a future meeting with respect to a proposed standard of delivering draft minutes to committee members.	PEO Staff	Status update at 01/16/2023 GNC meeting	Continue
	4	Council Manual Review: Charters and Other Changes	Committee advised that PEO’s Council Manual has not been updated since 2011 and requires an update to reflect changes made in the past decade. Agreement to proceed based on the proposed table of contents.	PEO Staff	Status update at 01/16/2023 GNC meeting	Continue
	5	Councillor Training Protocol	Committee approved a <i>Councillor Training Protocol</i> to set out the administrative process to manage Councillors’ requests. Funds, finalization of operational processes, and communication to Councillors are pending the outcome of Council’s consideration of the 2023 operating budget at its Nov 25 meeting.	PEO Staff	Pending budget approval at 11/25/2022 Council meeting	Continue
	6	Annual General Meeting: Structure and Format	Committee discussed an outline of alternative approaches to the current practice of AGM member submissions to elicit meaningful member input and feedback and to ensure that member concerns and issues of interest are understood and considered in the decision-making process.	PEO Staff	Research and evidence-gathering. Update GNC at regular intervals.	Continue

¹ Green = Complete; Blue = Continue; Yellow = Modify; Red = Discontinue

C-552-3.4-Appendix C

Committee
Name: Human
Resources &
Compensation
(HRCC)

HRCC Summary Report to Council – November 25, 2022

#	WHAT	Items discussed	WHO (Assigned to)	WHEN (Next Steps)	Status ¹
1	Workplace Anti-Violence and Harassment Policy	<p>Committee reviewed a proposed an approach to implement Council's motion passed at its September 2022 meeting regarding establishing governance controls related to expectations for Director conduct.</p> <p>HRCC Oversight: Continue its work on the Anti-Violence and Harassment Policy as it relates to volunteers, who are not Council members.</p> <p>GNC Oversight: Holistic review of best practices related to appropriate governance controls.</p>	PEO Staff	<p>WVH Policy: 12/09/2022 HRCC meeting</p> <p>Holistic Review of Best Practices: 03/13/2023 GNC meeting</p>	Continue
2	Safe Disclosure ("Whistleblower") Policy	Committee reviewed a final draft policy intended to establish the expectation and conditions for the reporting and handling of allegations of unethical, illegal, conduct.	PEO Staff	Recommendation to Council for approval at 11/25/2022 meeting	Continue

WHEN:
11/03/2022

WHAT:

1. WVHP
2. Whistle-blower Policy

NEXT 2
MEETINGS:
12/09/2022;
02/02/2023

¹ Green = Complete; Blue = Continue; Yellow = Modify; Red = Discontinue

RPLC Summary Report to Council – November 25, 2022

Committee Name:
Regulatory Policy and Legislation Committee (RPLC)

WHEN:

09/28/2022;
10/14/2022; and
11/14/2022

WHAT:

1. FARPACTA: Operational Update
2. FARPACTA: Parts 1 & 2

NEXT MEETINGS:

01/20/2023;
02/08/2023

#	WHAT	Items discussed	WHO (Assigned to)	WHEN (Next Steps)	Status ¹
1	FARPACTA Compliance Project Plan – Operational Update	<ul style="list-style-type: none"> - Fair Access to Regulated Professions and Compulsory Trades Act ("FARPACTA") - Current status of steps that will enable PEO to meet key requirements set out in FARPACTA and its regulations. - Updates on internal and external communications; consultation, collaboration; process for securing stakeholder engagement; project design; and training/continuous improvement. 	PEO Staff	Update to be provided at 01/20/2023 RPLC meeting	Continue
2	FARPACTA Parts 1 & 2: Equivalent Academic Qualifications and Canadian Experience Requirement	<ul style="list-style-type: none"> - Sep 28: presentation related to operationalizing academics to suit FARPACTA, including the recommended approach that: <ul style="list-style-type: none"> o all academic requirements must be satisfied prior to application; o non-CEAB graduates will have a bachelor's degree in an engineering program that is included in the International Institutions and Degrees Database (IIDD); and o non-CEAB graduates also will have passed a confirmatory examination program to be specified by PEO and determined in consultation with subject matter experts. -presentation on the IIDD, a which provides information on educational institutions, degrees and disciplines, quality assurance, registration, and licensure systems. Motion passed regarding minimum academic requirement subsequently updated with motion passed at Nov 14 meeting (see below). -Oct 14: Provided a report on PEO's legislative framework for assessing experience with the prescribed six-month limit for a registration decision as well as various change options and planned approaches. Reviewed the results of a recent and planned surveys on which elements of Canadian experience are uniquely Canadian, defensible in the public interest, and potential alternative mechanisms that would be supported. -Nov 14: Committee passed a 3-part motion concerning recommendations to Council regarding: i) equivalent academic qualifications; ii) experience requirements supported by a competency-based assessment model; and iii) adequate notice of any change in requirements to prospective and new applicants. 	PEO Staff; RPLC	Council to consider RPLC recommendations for approval at meeting on 11/25/2022	Continue

¹ Green = Complete; Blue = Continue; Yellow = Modify; Red = Discontinue
pg. 1

Briefing Note – Decision

C-552-3.5

STATUTORY AND REGULATORY COMMITTEE MEMBERSHIP LISTS

Purpose: To re-appoint members to PEO's statutory and regulatory committees.

Motion(s) to consider: (requires a simple majority of votes cast to carry)

That Council approve re-appointment of members to PEO's statutory and regulatory committees as presented at C-552-3.5, Appendix A for a one-year term effective January 1, 2023.

Prepared by: Karen Tull – Coordinator, Volunteer Relations

Moved by: Past President Bellini, P.Eng.

1. Need for PEO Action

Subsections 23(1) of the *Professional Engineers Act* and 12(1), 40(1), 41(1), 62(1) of the *Regulations 941/90* of the Act require that the appointment of members to the following committees respectively is approved by Council:

- Complaints Committee
- Central Election and Search Committee
- Academic Requirements Committee
- Experience Requirements Committee; and
- Consulting Engineer Designation Committee.

In accordance with the *Committees and Task Forces Policy*, the appointment of members to regulatory and other committees is for a one-year term and their re-appointment is to be annually approved by Council.

2. Proposed action

All members of the above committees (listed alphabetically in Schedule A) are recommended for re-appointment for a one-year term effective January 1, 2023.

3. Next Steps

The names of the approved members will be posted on the respective committee websites. Those resigned will receive *Thank you* certificates in accordance with the protocol.

Appendix A – Statutory and Regulatory Committees Membership Lists

Statutory and Regulatory Committee Membership Lists

Committee/ membership category	PEO# (if applicable)	Start/End date
Academic Requirements Committee (ARC)		
Waguih H. ElMaraghy (Chair)	13015011	1989-94, 1998 - Dec 31, 2023
Yehoudith (Judith) Dimitriu (Vice Chair)	11624608	1992 – Dec 31, 2023
Sanjiwan D. Bhole	100010404	2004 – Dec 31, 2023
Bob Dony	90242579	1998 – Dec 31, 2023
Amir Fam	90498650	2010 – Dec 31, 2023
Michael Hulley	90335084	2017 – Dec 31, 2023
Ross L. Judd	22645014	Pre-1984 – Dec 31, 2023
Meilan Liu	90534199	2010 – Dec 31, 2023
Joseph (Joe) Lostracco	27410505	2014 – Dec 31, 2023
Ian Marsland	100046501	2016 – Dec 31, 2023
Magdi Emile Mohareb	100106510	2010 – Dec 31, 2023
Girgis (George) Nakhla	90476540	2003 – Dec 31, 2023
Remon Pop-Iliev	90462789	2005 – Dec 31, 2023
Amin S. Rizkalla	100064899	2010 – Dec 31, 2023
Medhat Shehata	90457193	2014 – Dec 31, 2023
Shamim A. Sheikh	41959016	2002 – Dec 31, 2023
Juri Silmberg	42373019	Pre-1984 – Dec 31, 2023
Ramesh Subramanian	100111514	2013 – AGM 2023
Tze-Wei (John) Yeow	100051638	2010 – Dec 31, 2023
Seimer Tsang	47090014	1999/2020, 2022 – Dec 31, 2023
Malgorzata S. Zywno	52089406	1993 - Dec 31, 2023
Central Election and Search Committee (CESC)		
1. Penultimate Past President Sterling (chair)	90376419	2020 - June 2023
2. Past President Bellini	90417239	2021 - June 2024
3. Michael Chan	7494016	2022 - June 2023
4. Nicholas Colucci	9040700	2022 - June 2025
5. Avelino Estrella	100109768	2022 - June 2023
Complaints Committee (COC)		
1. Peter Frise (Chair) <i>[appointed per s.23(1)2]</i>	15099500	1997 - Dec 31, 2023

C-552-3.5 Appendix A

Committee/ membership category	PEO# (if applicable)	Start/End date
2. Nicholas Sylvestre-Williams (Vice Chair) <i>[appointed per s.23(1)2]</i>	100075118	2017 - Dec 31, 2023
<i>Members appointed per s.23(1)1.ii</i>		
3. Bryce Chandler, LL.B, LL.M	N/a	Feb 19, 2021 - Feb 18, 2024
4. Albert Conforzi, LL.B	N/a	May 4, 2021 - May 3, 2024
<i>Members appointed per s.23(1)2.</i>		
5. Storer Boone	90559733	2020 - Dec 31, 2023
6. Tony Cecutti	7249501	2000 - Dec 31, 2023
7. Karen Dennison	11210010	2020 - Dec 31, 2023
8. Stephen Georgas	15812019	2021 - Dec 31, 2023
9. Marianne Lee	100055836	2021 - Dec 31, 2023
10. Lisa MacCumber	90535840	2018 – Dec 31, 2023
11. David Moncur	32325011	2002 – Dec 31, 2023
12. M. Jane Phillips	36584019	1986/93, 1995 - Dec 31, 2023
13. Chris Roney	90305111	1998 - Dec 31, 2023
14. Robert Shirer	42151506	2021 - Dec 31, 2023
15. Keith Stephen	100076869	2017 - Dec 31, 2023
16. David Uren	90529868	2017 - Dec 31, 2023
17. Alex Voronov	100021770	2020 - Dec 31, 2023
18. Mark Winterton	50603307	2021 - Dec 31, 2023
19. Wai-Man (Fanny) Wong	90444357	2021 - Dec 31, 2023

Consulting Engineer Designation Committee (CEDC)

1. Steven van der Woerd (Southern) (Chair)	47705090	2015 - Dec 31, 2023
2. Michael Rosenblitt (Toronto) (Vice Chair)	39681507	2021 – Dec 31, 2023
3. Gordon Debbert	90258534	2019 – Dec 31, 2023
4. Dalila Guisti	16267304	2022 – Dec 31, 2023
5. Santosh Gupta	17604018	2020 - Dec 31, 2023
6. Andrew Lawton	22834014	2019 – Dec 31, 2023
7. Adrian Pierorazio	90468281	2019 – Dec 31, 2023
8. Donald Plenderleith	90382706	2019 – Dec 31, 2023
9. Matt Weaver	100123955	2021 – Dec 31, 2023

Eastern subcommittee

**C-552-3.5
Appendix A**

Committee/ membership category	PEO# (if applicable)	Start/End date
Andrew Lawton (Chair)	25914508	2012 – Dec 31, 2023
Brian Hein	90368333	2022 – Dec 31, 2023
Donald Plenderleith	90382706	2016 - Dec 31, 2023
Andrew John Robinson	39304019	1991 - Dec 31, 2023
<i>Northern subcommittee</i>		
Donald Christopher Redmond (Chair)	90269283	2001 - Dec 31, 2023
Matt Weaver	100123955	2019 - Dec 31, 2023
<i>Southern subcommittee</i>		
Steven van der Woerd (Chair)	47705090	2015 - Dec 31, 2023
Adrian Pierorazio	90468281	2015 - Dec 31, 2023
<i>Toronto subcommittee</i>		
Michael Rosenblitt (Chair)	39681507	2019 - Dec 31, 2023
Douglas Barker	2383016	1994 - Dec 31, 2023
Levente Laszlo Diosady	11660016	2007 - Dec 31, 2023
Dalila Guisti	16267304	2022 – Dec 31, 2023
Santosh Gupta	17604018	2016 - Dec 31, 2023
Eric Nejat	33717505	1995 - Dec 31, 2023
Edward Poon	37092012	2019 - Dec 31, 2023
Terry Sedore	100008863	2019 - Dec 31, 2023
Joseph Yeremian	51505014	2019 - Dec 31, 2023
<i>Western subcommittee</i>		
Gordon Debbert (Chair)	90258534	2017 - Dec 31, 2023
H. Richard Patterson	35851500	1995 - Dec 31, 2023
Robert Brian Pula	37643012	<2003 - Dec 31, 2023

Experience Requirements Committee (ERC)

1. Andrew Cornel (Chair)	90273657	2015 - Dec 31, 2023
2. Lionel Ryan (Vice Chair)	40213506	2018 - Dec 31, 2023
3. Samuel Abd el Malek	100049934	2007 - Dec 31, 2023
4. Ali Afshar	100047488	2006 - Dec 31, 2023
5. Shah Alamgir	100101530	2012 - Dec 31, 2023
6. Obrad Aleksic	100217114	2019 - Dec 31, 2023
7. Hisham Alkabie	100079422	2018 - Dec 31, 2023

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Committee/ membership category	PEO# (if applicable)	Start/End date
8. Ilir Angjeli	100135645	2018 - Dec 31, 2023
9. George Apostol	90269911	2000 - Dec 31, 2023
10. Nanjappan Ardhanarisamy	100044998	2014 - Dec 31, 2023
11. Behrouz (Bruce) Atrie	90425893	2004 - Dec 31, 2023
12. Magdy Milad Attia	90455031	2009 - Dec 31, 2023
13. Arshad Azhar	100060931	2005 - Dec 31, 2023
14. Naeim Azizi Tavakkoli	100150911	2013 - Dec 31, 2023
15. Devinder Bahra	1868017	2004 - Dec 31, 2023
16. Steven Bailey	100152637	2013 - Dec 31, 2023
17. Mark Bendix	90190539	2003 - Dec 31, 2023
18. Mohamed Boutazakhti	100113285	2008 - Dec 31, 2023
19. Albeno Bukurova	100159235	2016 - Dec 31, 2023
20. Ruben Burga	6067508	2012 - Dec 31, 2023
21. Betty Anne Butcher	6288500	1996 - Dec 31, 2023
22. Jeremy Carkner	100070842	2012 - Dec 31, 2023
23. Raju Chander	90527862	2006 - Dec 31, 2023
24. Dan Cosmin	100050483	2006 - Dec 31, 2023
25. Michael Dang	100024660	2000 - Dec 31, 2023
26. Farid Danial	90324724	2005 - Dec 31, 2023
27. Charles De la Riviere	10935013	2002 - Dec 31, 2023
28. Savio DeSouza	90443466	2015 - Dec 31, 2023
29. Milorad Dimitrijevic	90535170	2006 - Dec 31, 2023
30. Afshin Ebtekar	100052319	2004 - Dec 31, 2023
31. S. Jalal Emami	90555715	2005 - Dec 31, 2023
32. Hassan Erfanirad	100050648	2005 - Dec 31, 2023
33. Reda Fayek	90458761	2006 - Dec 31, 2023
34. Rabiz Foda	90424862	2000 - Dec 31, 2023
35. Shaun Gao	100224657	2018 - Dec 31, 2023
36. Dalila Giusti	16267304	2001 - Dec 31, 2023
37. Branislav Gojkovic	90533639	2004 - Dec 31, 2023
38. Mohinder Grover	17429010	1999 - Dec 31, 2023
39. Liang Guo	100082800	2014 - Dec 31, 2023
40. Ravi Gupta	17602012	1992 - Dec 31, 2023
41. Santosh Gupta	17604018	2000 - Dec 31, 2023
42. Mohamed Hamed	90441585	2016 - Dec 31, 2023
43. Faiz Hammadi	100065051	2005 - Dec 31, 2023
44. Md Akhtar Hossain	100090939	2013 - Dec 31, 2023

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Committee/ membership category	PEO# (if applicable)	Start/End date
45. Magued Ibrahim	90443029	2004 - Dec 31, 2023
46. Shawky Ibrahim	90447145	2004 - Dec 31, 2023
47. Gordon Ip	90430513	2016 - Dec 31, 2023
48. William Jackson	21604012	1996 - Dec 31, 2023
49. Ayvun E. Jeganathan	100054499	2005 - Dec 31, 2023
50. Jega Jeganathan	100123302	2014 - Dec 31, 2023
51. Torben Jensen	90286881	2016 - Dec 31, 2023
52. Vyjayanthi Keshavamurthy	100158715	2014 - Dec 31, 2023
53. Mohammad Khalid	100046549	2013 - Dec 31, 2023
54. Nazli Khan	100060718	2014 - Dec 31, 2023
55. Saleemullah Khan	100050749	2006 - Dec 31, 2023
56. Vitali Kovaltchouk	100180156	2015 - Dec 31, 2023
57. Berta Krichker	24730806	1998 - Dec 31, 2023
58. Rishi Kumar	24963001	2004 - Dec 31, 2023
59. C. LeRoy Lees	26302018	1999 - Dec 31, 2023
60. Kam Leong	90185166	2019 - Dec 31, 2023
61. Dexter Lestage	100040070	2005 - Dec 31, 2023
62. John Lill	90268962	2010 - Dec 31, 2023
63. Wayne Mac Culloch	100157196	2018 - Dec 31, 2023
64. Bosko Madic	90415431	2005 - Dec 31, 2023
65. Yogaranee (Ranee) Mahalingam	28596302	2006 - Dec 31, 2023
66. Nazmy Markos	100089117	2007 - Dec 31, 2023
67. Alexei Martchenko	100049632	2005 - Dec 31, 2023
68. Daniel Martis	100078613	2016 - Dec 31, 2023
69. James McConnach	30058010	2001 - Dec 31, 2023
70. Florin Merauta	100074904	2014 - Dec 31, 2023
71. Huirong Min	100026189	2013 - Dec 31, 2023
72. Jiteshkumar Modi	100055556	2004 - Dec 31, 2023
73. Gerald Monforton	90240185	2018 - Dec 31, 2023
74. Zoran Mrdja	90553165	2005 - Dec 31, 2023
75. Muhammad Mudassar	100055238	2008 - Dec 31, 2023
76. Anis Muhammad	100043867	2005 - Dec 31, 2023
77. Mirsad Mulaosmanovic	90422320	2019 - Dec 31, 2023
78. Thamir (Tom) Murad	90515453	2004 - Dec 31, 2023
79. Mohamed Mushantat	1100223837	2019 - Dec 31, 2023
80. Eric Nejat	33717505	2016 - Dec 31, 2023
81. Franz Newland	100182182	2015 - Dec 31, 2023

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82. Catalin Gabriel Onea	100057841	2005 - Dec 31, 2023
83. Mario A. Orbegozo	100037650	2004 - Dec 31, 2023
84. Daniel R. Ospina	100132513	2013 - Dec 31, 2023
85. Tibor Palinko	35208305	2002 - Dec 31, 2023
86. Efeng (Michael) Pan	100145089	2013 - Dec 31, 2023
87. Anthony Paz	35975010	1998 - Dec 31, 2023
88. Edward Poon	37092012	2019 - Dec 31, 2023
89. Saverio Pota	37187408	2015 - Dec 31, 2023
90. Eugene J. Puritch	100014010	2007 - Dec 31, 2023
91. Majid Rahimi-Chatr	100085295	2008 - Dec 31, 2023
92. Touraj Rahnamoun	90521055	2015 - Dec 31, 2023
93. Venkatasubramanian Raman	90442369	2006 - Dec 31, 2023
94. Mario R. Ramirez-Roldan	38045506	2010 - Dec 31, 2023
95. Comondore (Ravi) Ravindran	90336926	2001 - Dec 31, 2023
96. Farzad Rayegani	100047142	2002 - Dec 31, 2023
97. Shiraz Yusuf Rehmani	90416744	2013 - Dec 31, 2023
98. Amin Rizkalla	100064899	2005 - Dec 31, 2023
99. Ghaus M. Rizvi	100054588	2013 - Dec 31, 2023
100. Titus Rusu	100051157	2013 - Dec 31, 2023
101. Saeid Safadel	100054542	2004 - Dec 31, 2023
102. William S. Sanabria Nunez	100118239	2010 - Dec 31, 2023
103. George S. Semaan	90303454	2005 - Dec 31, 2023
104. Tahir Shafiq	90327636	1995 - Dec 31, 2023
105. Urmish Shah	100054393	2008 - Dec 31, 2023
106. Abdul Waheed Shaikh	100055080	2012 - Dec 31, 2023
107. Duncan Sidey	100078959	2006 - Dec 31, 2023
108. Frank Sigouin-Allan	100045347	2001 - Dec 31, 2023
109. Ferdo Simov	100013442	2004 - Dec 31, 2023
110. John M. Smith	100144264	2005 - Dec 31, 2023
111. Zeljko Sucevic	100016118	2018 - Dec 31, 2023
112. Saleh Tadros	45415502	2000 - Dec 31, 2023
113. Sasa (Sasha) Tasic	100058898	2005 - Dec 31, 2023
114. Mihir Thakkar	100074450	2009 - Dec 31, 2023
115. Uthayakaren Thurairajah	90503442	2015 - Dec 31, 2023
116. Cathy Wang	100168896	2018 - Dec 31, 2023
117. Jianguo Wang	100103150	2010 - Dec 31, 2023
118. Mingchun (David) Wang	100026333	2008 - Dec 31, 2023

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119.	Michael Wong	50752609	2018 - Dec 31, 2023
120.	Yu Song (Matthew) Xie	90390923	2000 - Dec 31, 2023
121.	Shigong (George) Yin	100061845	2004 - Dec 31, 2023
122.	Sufang (Sarah) Zhang	100057102	2005 - Dec 31, 2023