



# Minutes

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## **2022/2023 AFC Meeting No. 1 on March 8, 2022**

### **Meeting Minutes issued:**

Minutes of a meeting of the AFC held via Zoom on March 8, 2022 commencing at 5:02 pm.

### **In attendance:**

#### **AFC Members:**

**Chair:** Lorne Cutler, P.Eng., MBA, (Lieutenant Governor-in-Council Appointee)

#### **Committee Members:**

Nick Colucci, P.Eng., B.A.Sc., MBA, FEC, President-elect (ex-officio)  
Marilyn Spink, P.Eng., CSR-P, Vice President (elected)  
Randy Walker, P.Eng., FEC (Eastern Region Councillor)  
Robert Brunet, P.Eng., B.E.Sc., M.E.Sc., (Lieutenant Governor-in-Council Appointee)  
Sherlock Sung, B.A.Sc., (Lieutenant Governor-in-Council Appointee)

#### **Staff:**

Chetan Mehta, MS, MBA, Director, Finance  
Peter Cowherd, CPA, CMA, Manager, Financial Services & Procurement  
Lucy Capriotti, Administrative Assistant

#### **Guests:**

Rob DeRooy, GSI (Observer)  
Trevor Ferguson, CPA, CA, Partner - Deloitte

**Regrets:** Johnny Zuccon, P.Eng., CEO/Registrar  
Christian Bellini, P.Eng., FEC, President (ex-officio)

## **AFC Items**

### **1.0 Call to order/Confirmation of quorum**

The meeting was called to order by the Committee Chair at 5:02 pm and the agenda was presented to the members for feedback.

### **1.1 Conflicts of Interest**

There were no conflicts of interest declared.

### **1.2 Approval of Agenda**

The members unanimously agreed that the agenda be approved as revised and to include Signatories under item 10.0 Other Business and a motion was passed to that effect.

#### **MOTION**

That the agenda for the March 8, 2022 meeting be approved as revised.

Moved by M. Spink and seconded by S. Sung

**MOTION CARRIED**

### **2.0 Approval of the Minutes held November 17, 2021**

The members unanimously agreed that the revised draft minutes be approved as presented.

#### **MOTION**

That the minutes for the November 17, 2021 meeting be approved as presented.

Moved by M. Spink and seconded by S. Sung

**MOTION CARRIED**

### **3.0 Report to the AFC on the 2021 Audit by Trevor Ferguson from Deloitte**

T. Ferguson commenced with his presentation to the committee members on Deloitte's report on the audit findings for the 2021 year-end audit. He began by clarifying that as PEO's auditor, Deloitte's job is to perform an audit on the financial statements of the Association and report on the audit findings to the AFC. He pointed out that the preparation of the financial statements audited by Deloitte were the responsibility of PEO management. He stated that these statements were prepared in accordance with the accounting standards for NPOs (Not-for-Profit Organizations) for the year ending December 31, 2021 and audited in accordance with Canadian Generally Accepted Auditing Standards (GAAS) which remained unchanged from the last year. T. Ferguson confirmed that Deloitte would be issuing an unmodified audit opinion for 2021 and then went on to answer various questions the committee members had.

### **4.0 Review of 2021 Draft Audited Financial Statements & Recommendation to Council for Approval for 2021 Draft Audited Financial Statements**

The AFC members unanimously agreed to approve and recommend to Council the approval of the draft 2021 Audited Financial Statements and passed a motion to that effect.

#### **MOTION**

The AFC recommends to Council that the draft Audited Financial Statements for the year ended December 31, 2021 and the auditor's report be approved.

Moved by S. Sung and seconded by R. Walker

**MOTION CARRIED**

### **5.0 IN CAMERA SESSION**

The Committee Chair asked that the meeting be moved to an in-camera session without the presence of management and staff to enable the committee members

to interact and ask questions to the auditor T. Ferguson. A motion was passed to this effect and all staff were requested to exit the Zoom meeting.

**MOTION**

That the committee be moved to an in-camera session.

Moved by S. Sung and seconded by R. Brunet

**MOTION CARRIED**

After concluding the in-camera session with the auditor, Mr. Ferguson, staff were requested to join the meeting.

**6.0 Approval of Auditor for FY 2022**

The AFC members agreed to recommend to Council the appointment of Deloitte as PEO's auditor for FY 2022 and passed a motion to the effect.

**MOTION**

The AFC recommends that Council approve that Deloitte LLP be appointed as PEO's auditor at the upcoming annual meeting and that such appointment remain in effect into the next annual meeting thereafter or until a successor is appointed.

Moved by R. Walker and seconded by R. Brunet

**MOTION CARRIED**

**7.0 Procurement Policy (Sole-Sourcing)**

The Committee Chair asked to have this item added to the agenda after the last Council meeting to seek clarification on sole-sourcing practices. Management clarified while the tendering process was followed in most cases, there were times when sole-sourcing was done but only after establishing a robust and valid business rationale. Staff also confirmed and clarified that sole sourcing was not a

violation of the policy and that the Exceptions section on Page 4 of the policy allows for exceptions and provided some examples. A member of the AFC actually checked the procurement policy posted online and confirmed that this was indeed the case.

A committee member discussed the date of the Procurement Policy and that it needs to be updated and included to our Work Plan. Management discussed that the Procurement Policy will be updated and shared with the AFC before sending to Council for approval.

## **8.0 Insurance Risks**

The committee members had a discussion on the some of the risks the organization typically faces and after deliberation, the AFC passed a motion to include the following statement in the AFC meeting minutes:

### **MOTION**

That the following statement be included as part of the AFC minutes.

That the AFC considered the content of the letter dated January 24, 2022 from Marsh, which highlighted certain potentially insurable risks relating to Chapter and volunteer governance. Upon deliberation, the AFC felt that the potential risks highlighted in the letter were issues that should be considered and addressed by Council as part of its review of Chapter and volunteer activities, per the Governance Roadmap. AFC will then consider whether to ask staff to review whether the remaining risks rise to the level of materiality from an insurance perspective.

Moved by M. Spink and seconded by R. Walker

**MOTION CARRIED**

## **9.0 Update on Pension Committee**

There will be an update available at our next AFC meeting.

## **10.0 Other Business**

Management pointed out some of the shortcomings with the rules governing signatories in for contracts and deeds binding the association in By-law 1, some of which are obsolete dollar limits, current signatories not reflecting the titles of senior managers in the new organizational structure, etc. and requested the AFC for input on the proposed changes.

Staff pointed out that these proposed changes had been put together after reviewing practices from other regulatory bodies and input from the auditor. The committee members agreed to approve the proposed changes as indicated in Appendix A. The Chair requested that a draft of the briefing note be shared with the AFC before it is presented to Council for approval. Staff confirmed that they would do this.

### **MOTION**

AFC recommends that the proposed changes to the approval levels and signatories for contracts as presented at the meeting (see Appendix A) be incorporated into the By-law to replace the older requirements and these changes to the By-law for signatories for contracts be presented to Council for approval.

Moved by R. Brunet and seconded by R. Walker

**MOTION CARRIED**

## **11.0 Next Meeting Date**

The next meeting date will take place before April 30<sup>th</sup>, and a Doodle Poll will be sent to confirm a mutually convenient date.

### AFC Action Items – as of March 8, 2022

No	Action Item	Responsible Staff	Status Update
1	Review SIPP (Statement of Investment Policy & Purpose) with a recommendation at next AFC meeting	AFC	Work in progress
2	A draft of the briefing note on signatories to be shared with the AFC before the next April 8th Council meeting	Chetan Mehta	Work in progress

### AFC Action Items – as of November 17, 2021

No	Action Item	Responsible Staff	Status Update
1	Chair of Pension Committee to provide written report on their meeting with pension advisor and to attend the next AFC meeting in person.	HR	Work in progress
2	Review SIPP at next meeting	AFC	Work in progress

### AFC Action Items – as of October 26, 2021

No	Action Item	Responsible Staff	Status Update
1	Confirming with bank required authority for borrowing and credit card.	Chetan Mehta	Completed
2	Seek inputs from Legal Department on the financial and other impact, if any, on PEO by the passing of the recent ONCA legislation	Legal Department	Completed



# Minutes

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## **2022/2023 AFC Meeting No. 2 on April 26, 2022**

### **Meeting Minutes issued:**

Minutes of a meeting of the AFC held via Zoom on April 26, 2022, commencing at 5:00 pm.

### **In attendance:**

#### **AFC Members:**

**Chair:** Lorne Cutler, P.Eng., MBA, (Lieutenant Governor-in-Council Appointee)

#### **Committee Members:**

Marilyn Spink, P.Eng., CSR-P, Vice President (elected)

Randy Walker, P.Eng., FEC (Eastern Region Councillor)

Robert Brunet, P.Eng., B.A.Sc., M.E.Sc., (Lieutenant Governor-in-Council Appointee)

Sherlock Sung, B.A.Sc., (Lieutenant Governor-in-Council Appointee)

**Staff:** Johnny Zuccon, P.Eng., CEO/Registrar

Pauline Gavilanez, Acting Director, HR

Chetan Mehta, MS, MBA, Director, Finance

Meilisa Soepiter, CPA, CGA, Controller, Finance

Peter Cowherd, CPA, CMA, Manager, Financial Services & Procurement

Lucy Capriotti, Administrative Assistant

**Guests:** David Brown, GSI (Observer)

Trevor Ferguson, CPA, CA, Partner - Deloitte



**Regrets:** Nick Colucci, P.Eng., B.A.Sc., MBA, FEC, President-elect (ex-officio)  
Christian Bellini, P.Eng., FEC, President (ex-officio)  
Rob DeRooy, GSI

## **AFC Items**

### **1.0 Call to order/Confirmation of quorum**

The meeting was called to order by the Committee Chair at 5:04 pm and the agenda was presented to the members for feedback.

### **1.1 Conflicts of Interest**

There were no conflicts of interest declared.

### **1.2 Approval of Agenda**

The members unanimously agreed that the agenda be approved, and a motion was passed to that effect.

## **MOTION**

That the agenda for the April 26, 2022, meeting be approved.

Moved by Sherlock Sung and seconded by Randy Walker

**MOTION CARRIED**

### **2.0 Approval of the Minutes held March 8, 2022**

The members unanimously agreed that the draft minutes be approved as presented.

## **MOTION**

That the minutes for the March 8, 2022, meeting be approved as presented.

Moved by M. Spink and seconded by R. Brunet

**MOTION CARRIED**

### **3.0 Update from Pension Committee**

With the permission of the Acting HR Director, Management provided an update on the Pension Committee meeting that was held on April 14, 2022.

Management reported that: The actuary and the auditor from Deloitte had attended the meeting for the review and approval of the 2021 Pension Fund Statements and it was a clean audit. These statements were then approved by the Pension Committee and a copy of these have been shared with the AFC.

The Pension Fund Manager from Mackenzie Investments provided an update on the pension fund performance and had advised that they would be investing up to 2 percent of the portfolio into an EFT with investments in Bitcoin as this would provide a good diversification option. He confirmed that this investment would fall within ambit of the board approved investment policy for the pension fund.

The actuarial valuation for funding purposes as of January 1, 2022, was completed and the solvency ratio had improved to 90.6 percent. As a result, the next valuation would be due January 1, 2025. Due to the improvement in the solvency ratio, the mandatory minimum top-up payments had decreased to around \$205k per annum as opposed the previously estimated amount of approx. \$311k. However, until the next funding valuation, staff would look into contributing additional funds by way of top-up payments in the interests of prudent financial management.

### **4.0 Role of AFC With Regards to Non-Financial Audits**

The Chair inquired if the AFC had any role for audits that were non-financial in nature. The governance expert from GSI responded that the Regulatory policy and Legislation Committee would be responsible for audits related to non-financial areas.

## **5.0 Financial Risk Associated with PEO Acting on Behalf of Third Parties**

The committee inquired whether PEO was providing insurance coverage under our policies for organizations outside of PEO. Management reported that staff do currently collect monies from four entities: OSPE, EWB, Canadian Engineering Memorial Foundation and FFE and that there are always risks when handling somebody else's monies. The Registrar suggested that to mitigate such risks, PEO could look into ways to facilitate the collection of such monies instead of actually being directly involved in the financial transaction.

## **6.0 Review of Q1 2022 Financials**

Management provided an overview and key highlights for the Q1 2022 Financials and answered questions from the committee members.

## **7.0 Review of The CEO's Expenses - IN CAMERA SESSION**

The Chair asked that the meeting be moved to an in-camera session with the presence of management and staff to enable the committee members to interact and ask questions with regards to the CEO's expenses. A motion was passed to this effect.

### **MOTION**

That the committee be moved to an in-camera session.

Moved by S. Sung and seconded by R. Brunet

**MOTION CARRIED**

## **8.0 Other Business**

Management shared with the committee the proposed changes of PEO Investment Policy provided by the investment manager from JFL (Jarislowsky Fraser Ltd.) JFL proposed changes to the asset mix in the SIPP in order to deal with the likelihood of increasing interest rates in the foreseeable future and its impact on the portfolio. This matter was a continued discussion from the prior AFC meeting.

Staff pointed out that given the interest rate increases which were likely in the medium to short term, it would be prudent to adopt the recommendations made by the investment manager without any further delay. After extensive discussion, the committee passed the following motion.

## **MOTION**

The Audit and Finance Committee authorizes the Director of Finance to instruct the Investment Counsel to implement its recommended changes to the Asset Mix and Benchmarks section of the PEO Investment Policy, in order to mitigate credit risk by permitting the fund manager to invest in the Scotia Institutional Credit Absolute Return Fund.

Moved by R. Brunet and seconded by S. Sung

**MOTION CARRIED**

## **9.0 Next Meeting Date**

The next meeting date to take place in May or early June and a Doodle Poll will be sent to confirm a mutually convenient date.

## **AFC Action Items – as of April 26, 2022**

No	Action Item	Responsible Staff	Status Update
1	Review SIPP (Statement of Investment Policy & Purpose)	AFC	Completed
2	A draft of the briefing note on signatories to be shared with the AFC before the next Council meeting	Staff	Work in progress
3	Chair of Pension Committee to provide written report on their meeting with pension advisor and to attend the next AFC meeting in person.	HR	Completed



## Minutes

# Minutes

The 10<sup>th</sup> Meeting of the GOVERNANCE AND NOMINATING COMMITTEE of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Thursday, March 24, 2022 at 1:00 p.m.

**Present:** A. Arenja, P.Eng., Chair and Lieutenant Governor-in-Council Appointee  
C. Bellini, P.Eng., President  
M. Chan, P.Eng., Councillor-At-Large  
N. Colucci, P.Eng., President-elect (ex officio)  
L. Cutler, P.Eng., Lieutenant Governor-in-Council Appointee  
S. MacFarlane, P. Eng., Western Region Councillor  
L. Roberge, P.Eng., Northern Region Councillor

**Regrets:** R. Subramanian, P.Eng., Northern Region Councillor

**Staff:** J. Zuccon, P.Eng., CEO/Registrar  
D. Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
L. Maier, VP, Organizational Effectiveness  
M. Feres, Supervisor, Council Operations

**Guests:** David Brown, Governance Solutions Inc. (GSI)  
Debra Brown, GSI

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## Call to Order

Notice having been given and a quorum being present, the Chair called the meeting to order.

## Approval of Agenda

The Chair suggested two changes to the agenda:

- Re-naming the item *“Northern Regional Councillor: Process for Filling Anticipated Vacancy”* to *“Process for Filling Anticipated Vacancies on Council”*
- Adding the item *“Governance Committees’ Appointments for 2022-23”*

Moved by Councillor Roberge, seconded by Councillor Cutler:

**That the agenda for the March 24, 2022 meeting be approved as amended.**

**CARRIED**

## Conflicts of Interest

Councillor Roberge declared a potential conflict regarding *“Process for Filling Anticipated Councillor Vacancies”* and will recuse himself from the meeting during discussion of that item.

## Consent Agenda: Previous Minutes

Moved by President Bellini, seconded by Councillor Roberge:

**That the minutes of the 9<sup>th</sup> open session meeting of the Governance and Nominating Committee, held on March 7, 2022, accurately reflect the business transacted at that meeting.**

**CARRIED**

[Councillor Roberge recused himself from the meeting at 1:10 p.m.]

### **Process for Filling Anticipated Vacancies on Council**

From time to time between elections, a vacancy may arise in an elected Council position, because of a Councillor's resignation or for any other reason. In order to establish a consistent and transparent process for appointing candidates to vacant positions, the GNC reviewed a proposed process to be applied in respect of those who stood for election to the applicable position in the most recent Council election.

There was a further discussion about making the process permanent rather than case-by-case as vacancies arise; and the GNC discussed a recommendation to Council that the process be enshrined in regulation or by-law.

Moved by Councillor Cutler, seconded by President-elect Colucci:

**That the Governance and Nominating Committee (GNC) recommends that the following motion be presented to Council at its meeting on April 8, 2022:**

**That Council instruct the Governance and Nominating Committee to adopt the following process for recruiting potential candidates for vacant elected positions:**

- **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.**

**and**

**That Council further instruct the Regulatory Policy and Legislation Committee to consider and make appropriate recommendations to Council with respect to setting out the above process in a regulation or by-law.**

### **Governance Committees' Appointments for 2022-23**

[Councillor Roberge re-joined the meeting at 1:20 p.m.]

The GNC was updated on the process that will be used to obtain expressions of interest from Councillors for 2022-23 appointments to governance committees. Current Councillors will be invited to either remain in their current Committee role or express interest in one of the other three committees. Incoming Councillors will be asked to submit their first and second choices.

The appointments will be made by Council at its May 4 meeting. It was noted that when making recommendations to Council, the factors to be considered regarding fit will include relevant competencies, skills, and previous experience.

#### **Governance Roadmap - Phase 4: Risk Assessment Process**

Continuing its stewardship of Phase 4 of the governance roadmap from previous meetings, the GNC was updated that the Regional Councillors Committee (RCC) has agreed to assist the GNC with the risk assessment process. The RCC has formed a working group from among its members to lead this process.

The working group held its inaugural meeting on March 22 and agreed on a work plan to review the activities in the “neither” category of the Activity Filter. It was noted specific work steps are being developed, beginning with the consultation plan and associated scheduling/timelines over the next several months. An immediate priority of the consultation will be a survey of Chapters, and it is anticipated that a summary report with initial recommendations and potential mitigation strategies will be available by the end of the Council term as one of the “work in progress” items to be transitioned to the 2022-23 GNC.

It is anticipated that final recommendations resulting from the risk assessment process will be brought to Council for decision by February 2023.

#### **Discipline Committee Appointment: Process Update**

The GNC was updated on the requirement for Council to appoint an elected Councillor to the Discipline Committee to comply with the Professional Engineers Act, as well as the skills and attributes Council should consider in making its choice for appointment to this adjudicative body. In particular, it was noted that an aptitude and willingness to learn about the fundamental principles of administrative law, such as procedural fairness, is an important factor.

The Committee reviewed the recruitment process leading up to May 4, when Council will make the appointment.

#### **Onboarding/Orientation Modules**

The GNC was updated on the development of the onboarding/orientation program, consisting of an online module designed to inform both new and existing Councillors about the role and responsibilities of Council. These are presented in the context of PEO’s vision and mission in fulfilling its statutory mandate, including the governance committee structure established in 2021. A Councillor Handbook will be available to supplement and summarize the online modules.

It is anticipated that the GNC will be able to preview the modules before the program is made available to all Councillors during the third week of April.

#### **Governance Committee Transition Reports**

The GNC was updated that GSI is currently preparing a draft Transition Report for each governance committee in anticipation of the start of the 2022-23 term. Each report will include meeting frequency and attendance data, accomplishments and completed issues in 2021-22, outstanding “works-in progress”, and other topics of focus for 2022-23. Committee Chairs will have an opportunity to review before the reports are included in Council’s package of material for its April 8 meeting.

In addition, the Committee was advised that GSI is preparing a report to summarize the status of the governance roadmap over the last two years, to be presented at Council’s April 8<sup>th</sup> meeting. The 2022-23 Council and/or

Councils in subsequent years will be responsible for addressing the work steps classified as “in progress” or “on hold/postponed” and may direct the GNC to revisit these matters and make recommendations.

On behalf of the Committee, the Chair expressed his thanks and appreciation to GSI for their expertise, advice, and support related to PEO’s governance renewal project.

### **Actions Summary**

1. Governance Roadmap – Phase 4: Staff will work with the RCC to develop the Chapter consultation schedule and associated timelines.
2. Process for Filling Anticipated Vacancies on Council: Recommendation to Council at its April 8, 2022 meeting.

### **Next Meeting**

The Committee’s next meeting is anticipated to be during the week of April 25, primarily to make recommendations for Committee appointments and for filling vacant seats on Council.

### **Motion to Move In-Camera**

The guests from GSI left the meeting at 2:20 p.m.

Moved by Councillor Roberge, seconded by Councillor Chan:

**That the Committee move in-camera.**

**CARRIED**

### **In-Camera**

The Committee met in camera.

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There being no further business, the meeting concluded at 3:00 p.m.

These minutes consist of 4 pages.

“Arjan Arenja”

A. Arenja, P.Eng., Committee Chair





## Minutes

# Minutes

The 11<sup>th</sup> Meeting of the GOVERNANCE AND NOMINATING COMMITTEE of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Monday, April 25, 2022 at 12:30 p.m.

**Present:** A. Arenja, P.Eng., Chair and Lieutenant Governor-in-Council Appointee  
C. Bellini, P.Eng., President  
M. Chan, P.Eng., Councillor-At-Large  
N. Colucci, P.Eng., President-elect (ex officio)  
L. Cutler, P.Eng., Lieutenant Governor-in-Council Appointee  
S. MacFarlane, P. Eng., Western Region Councillor  
L. Roberge, P.Eng., Northern Region Councillor  
R. Subramanian, P.Eng., Northern Region Councillor

**Regrets:** None

**Staff:** D. Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
L. Maier, VP, Organizational Effectiveness  
M. Solakhyan, Director, Governance  
V. Aleksandrova, Committee Coordinator  
M. Feres, Supervisor, Council Operations

**Guests:** David Brown, Governance Solutions Inc. (GSI)

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## Call to Order

Notice having been given and a quorum being present, the Chair called the meeting to order.

The Committee was introduced to Marina Solakhyan, who joined PEO on April 11, 2022 in the role of Director, Governance.

## Approval of Agenda

The Chair reviewed the agenda.

Moved by Councillor Subramanian, seconded by Councillor Chan:

**That the agenda for the April 25, 2022 meeting be approved as presented.**

**CARRIED**

## Conflicts of Interest

Councillor Roberge declared a potential conflict regarding "*Process for Filling Anticipated Councillor Vacancies*". The Chair noted that the matter will be taken up when the item is addressed.

## **Consent Agenda: Previous Minutes**

Moved by President-elect Colucci, seconded by Councillor Roberge:

**That the minutes of the 10<sup>th</sup> open session meeting of the Governance and Nominating Committee, held on March 24, 2022, accurately reflect the business transacted at that meeting.**

**CARRIED**

## **By-law Amendment – Procedural Enhancements**

The Committee reviewed a proposed Briefing Note for Council to amend By-Law Number 1 in order to replace the current practice of passing new Special Rules each year with permanent by-law amendments. These enhancements would incorporate the key components of the 2021-22 Special Rules and related procedures that have emerged as a result of the governance roadmap (2020-22).

It was noted that the proposed amendments will also be reviewed by the Regulatory Policy and Legislation Committee (RPLC) at its meeting on April 26. The item will be placed on Council's May 4 agenda only on the recommendation of both the GNC and the RPLC.

Moved by President-elect Colucci, seconded by Councillor Cutler:

**That the Governance and Nominating Committee recommends that the proposed amendments to By-Law No. 1 set out in the appendices, be presented to Council for approval at its meeting on May 4, 2022, subject to the same recommendation by the Regulatory Policy and Legislation Committee on April 26, 2022.**

**CARRIED**

## **Recommended Appointments to Council to Fill Vacancies**

[Councillor Roberge recused himself from discussion and voting on this item]

In accordance with the approach adopted by Council on April 8, 2022, the GNC discussed recommendations to fill two vacancies on Council following resignations which will take effect following the Annual General Meeting on April 30, 2022. Both candidates have expressed interest in serving the unexpired portion of the respective terms.

Moved by President-elect Colucci, seconded by President Bellini:

**That the Governance and Nominating Committee (GNC) recommends that the following motion be presented to Council at its meeting on May 4, 2022:**

**WHEREAS on April 8, 2022 Council passed a motion instructing the Governance and Nominating Committee (GNC) to adopt a process for recruiting potential candidates for vacant Council positions; and**

**WHEREAS Pat Quinn, serving as a Councillor-at-Large, and Ramesh Subramanian, serving as a Northern Region Councillor, resigned from Council effective at the 2022 PEO Annual General meeting on April 30, 2022;**

**THEREFORE, BE IT RESOLVED:**

**That Council appoint Chantal Chiddle as a Councillor-at-Large and Luc Roberge as a Northern Region Councillor, each to serve the remaining time in the offices vacated by Pat Quinn and Ramesh Subramanian, that is, to the end of the 2023 Annual General Meeting.**

**CARRIED**

[Councillor Roberge abstained from voting on this item]

## **Recommendations for Appointments to 4 Governance Committees**

The GNC reviewed the results of a process to obtain expressions of interest from Councillors for 2022-23 appointments to governance committees. Current Councillors were invited to either remain in their current Committee role or express interest in one of the other three committees; and incoming Councillors were asked to submit their first and second choices.

Guided by principles which included considerations for continuity, optimal size, and accommodation of first choice to the extent possible, the Committee reviewed proposed slates of candidates for each of the governance committees and agreed to make recommendations to Council as outlined below:

- **Audit and Finance:** Lorne Cutler, Robert Brunet, Paul Mandel, Pappur Shankar, Sherlock Sung, and Randy Walker
- **Governance and Nominating:** Arjan Arenja, Christian Bellini, Tim Kirkby, Susan MacFarlane, George Nikolov, and Greg Wowchuk
- **Human Resources and Compensation:** Vaj Banday, Christian Bellini, Andy Dryland, Luc Roberge, and Scott Schelske
- **Regulatory Policy and Legislation:** Christopher Chahine, Chantal Chiddle, Jim Chisholm, Vicki Hilborn, David Kiguel, Dana Montgomery, and Leila Notash

It was noted that:

- President Colucci and President-elect Fraser are ex officio members on all four governance committees;
- Councillors may request changes to the recommended appointments from the floor at the May 4 Council meeting; and
- the recommendations related to Chantal Chiddle and Luc Roberge are pending their appointments to Council.

The GNC agreed that it would make no recommendations to Council as to Committee Chair appointments. These appointments will be made via secret vote at the May 4 Council meeting.

## **Recommendation for Appointment to Executive Committee (LGA Councillor)**

The Committee agreed to make recommendations to Council for the appointments of Lorne Cutler and Scott Schelske to the Executive Committee.

It was noted that the GNC's recommendation to Council is subject to Council's determination of the size of the Executive Committee and its appointment of a member or members to serve. Specifically, pursuant to s.28(1.1), if only one additional member of Executive Committee is appointed, that person must be a member of Council appointed by the Lieutenant Governor in Council (LGA). That person may be either a member or a non-member of the Association. If more than one member is to be appointed, at least one must be an LGA.

## **Recommendation for Appointment to Discipline Committee**

The GNC noted the expressions of interest received from five Councillors and that additional nominations may be received from the floor at the May 4 Council meeting. It was agreed that the Committee would make no recommendations to Council as to the Discipline Committee appointment. This appointment will be made via secret vote at the May 4 Council meeting.

## **Other Positions – Council Chair and Vice President (Appointed)**

The Committee noted that there was one expression of interest received for the Council Chair position and one received for the Vice President position. It was also noted that additional nominations may be received from the floor at the May 4 Council meeting. It was agreed that the GNC would make no recommendations to Council related to these positions. The appointments will be made via secret vote at the May 4 Council meeting.

## **Risk Assessment for Non-Chapter “Neither” Activities**

Continuing its stewardship of Phase 4 of the governance roadmap from previous meetings, the GNC agreed that the risk assessment for non-Chapter activities categorized as “neither regulatory nor governance” in the Activity Filter will be undertaken by staff. It will follow the same workplan and timeline as the Regional Councillors Committee (RCC), which is assisting the GNC with the risk assessment process concerning Chapter activities.

It is anticipated that final recommendations resulting from the risk assessment process will be brought to Council for decision by February 2023.

## **In-Camera**

The Committee met in camera.

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There being no further business, the meeting concluded at 2:42 p.m.

These minutes consist of 4 pages.

“Arjan Arenja”

A. Arenja, P.Eng., Committee Chair

“Marina Solakhyan”

M. Solakhyan, Director, Governance

# Minutes

**C-548-Reports**

The 7<sup>th</sup> (special) Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE of PROFESSIONAL ENGINEERS ONTARIO was held on Monday, March 7, 2022 at 5:00pm.

Present: L. MacCumber, P.Eng., Chair and West Central Region Councillor  
C. Bellini, P.Eng., President (ex officio)  
P. Broad, P.Eng., Western Region Councillor  
C. Chiddle, P.Eng., Vice President (appointed) and West Central Region Councillor  
J. Chisholm, P.Eng., West Central Region Councillor  
N. Colucci, P.Eng., President-elect  
L. Notash, P.Eng., Councillor-at-Large  
M. Sterling, P.Eng., Past President

Regrets: C. Chahine, P.Eng., East Central Region Councillor

Staff: J. Zuccon, P.Eng., CEO/Registrar  
D. Abrahams, B.A., LL.B, Vice President, Legislation and Policy  
J. Max, Manager, Policy  
C. Knox, Division Manager, Licensing  
J. Vera, Manager, Standards and Practice  
R. Pereira-Alvares, Regulatory Policy Research Analyst  
A. Tapp, Policy Analyst  
V. Aleksandrova, Committee Coordinator

Consultant: R. DeRooy, Governance Solutions Inc. (GSI)

Guests/  
observers: J. Adams, Chair, Enforcement Committee  
A. Cornel, Chair, Experience Requirements Committee  
D. Kiguel, Chair, Licensing Committee  
M. Grover, Vice Chair, Licensing Committee  
W. ElMaraghy, Chair, Academic Requirements Committee  
L. Ryan, Vice Chair, Experience Requirements Committee

<b>1.0 CHAIR'S REMARKS</b>	Notice having been given and a quorum being present, L. MacCumber, acting as Chair, called the meeting to order at 5:08 p.m. and welcomed everyone.
<b>2.0 APPROVAL OF AGENDA</b>	Moved by C. Chiddle, seconded by M. Sterling: <b>That the agenda for the March 7<sup>th</sup> meeting be approved as presented. CARRIED</b>  No conflicts were declared.
<b>3.0 APPROVAL OF FEBRUARY 10<sup>th</sup>, 2022 MEETING MINUTES</b>	Moved by C. Chiddle, seconded by C. Bellini: <b>That the Minutes of the February 10<sup>th</sup>, 2022 meeting be approved as presented. CARRIED</b> (1 abstention)

<b>4.0 ACTION ITEMS FROM THE FEBRUARY 10<sup>th</sup>, 2022 MINUTES</b>	The Chair reminded that the RPLC members were to send to the Registrar examples of safety impacts from the lack of Canadian experience.
<b>5.0 PROFESSIONAL STANDARDS PRACTICE - PRE-START HEALTH &amp; SAFETY REVIEW</b>	Moved by P. Broad, seconded by C. Chiddle: <b>That RPLC recommends to Council that it:</b> <b>1. Approve the publication of the Pre-Start Health and Safety Review guideline as presented to the meeting,</b> <b>2. Direct the Registrar to publish the guideline and notify members and the public of its publication through usual PEO communications, and</b> <b>3. Stand down the subcommittee which prepared the Pre-Start Health and Safety Review guideline. CARRIED</b>
<b>6.0 REPORTS ON COMMITTEES' REGULATORY POLICY PROJECTS STATUS</b>	The Chair noted that in February 2022, the RPLC staff advisor followed up with the staff advisors asking for project status reports and briefing notes if an RPLC decision was required. The project status reports for PSC, ENF, ERC, and LIC were reviewed; ARC was given an extension to the next meeting. The chairs of ARC, ERC, ENF and LIC provided their feedback and concerns about communication between RPLC and their committees on their projects and the process. Discussion followed.  <b>Action:</b> - Staff to update 30/30 TF's <i>Current Status</i> and send the consolidated list of projects and proposed RPLC directions back to the respective committees for further input.
<b>7.0 OUTSTANDING COUNCIL REGULATORY POLICY MOTIONS – REPORT BACK</b>	The Chair noted that the report back on the <i>Outstanding Council Regulatory Policy Motions</i> was provided in the revised document presented to the meeting.
<b>8.0 2021-2022 WORK PLAN PRIORITIES (STANDING ITEM)</b>	<b>Action:</b> - Staff to consider developing a filter to assess regulatory policy projects proposed for the RPLC's review.
<b>FUTURE MEETING DATES</b>	April – date/time to be confirmed

There being no further business, the meeting concluded at 6:53 p.m.

These Minutes consist of 2 pages.

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L. MacCumber, P.Eng., Committee Chair

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R. Martin, Corporate Secretary

# Minutes

**C-548-Reports**

The 9<sup>th</sup> Meeting of the **REGULATORY POLICY AND LEGISLATION COMMITTEE** of **PROFESSIONAL ENGINEERS ONTARIO** was held on **Tuesday, April 26, 2022 at 5:00pm.**

**Present:**

- L. MacCumber, P.Eng., Chair and West Central Region Councillor
- C. Bellini, P.Eng., President (ex officio)
- P. Broad, P.Eng., Western Region Councillor
- C. Chahine, P.Eng., East Central Region Councillor
- C. Chiddle, P.Eng., Vice President (appointed) and West Central Region Councillor
- J. Chisholm, P.Eng., West Central Region Councillor
- N. Colucci, P.Eng., President-elect
- L. Notash, P.Eng., Councillor-at-Large
- M. Sterling, P.Eng., Past President

**Staff:**

- J. Zuccon, P.Eng., CEO/Registrar
- D. Abrahams, B.A., LL.B, Vice President, Legislation and Policy
- M. Solakhyan, LLM, Director, Governance
- J. Max, Manager, Policy
- C. Knox, Division Manager, Licensing
- R. Pereira-Alvares, Regulatory Policy Research Analyst
- A. Tapp, Policy Analyst
- V. Aleksandrova, Committee Coordinator

**Consultant:** R. DeRooy, Governance Solutions Inc. (GSI)

**Guests/observers:**

- J. Adams, Chair, Enforcement Committee
- A. Cornel, Chair, Experience Requirements Committee
- N. Kennedy, Chair, Professional Standards Committee
- D. Kiguel, Chair, Licensing Committee
- W. ElMaraghy, Chair, Academic Requirements Committee
- L. Ryan, Vice Chair, Experience Requirements Committee

<b>1.0 CHAIR'S REMARKS</b>	Notice having been given and a quorum being present, L. MacCumber, acting as Chair, called the meeting to order at 5:06 p.m. and welcomed everyone.										
<b>2.0 APPROVAL OF AGENDA</b>	<p>Moved by P. Broad, seconded by C. Chahine:  <b>That the agenda for the April 26<sup>th</sup> meeting be amended to remove Item 5.0. DEFEATED.</b></p> <p><b>Recorded vote:</b></p> <table> <tr> <td><b>In favor:</b></td><td><b>Opposed:</b></td></tr> <tr> <td>P. Broad</td><td>C. Bellini</td></tr> <tr> <td>C. Chahine</td><td>C. Chiddle</td></tr> <tr> <td>L. Notash</td><td>N. Colucci</td></tr> <tr> <td></td><td>M. Sterling</td></tr> </table>	<b>In favor:</b>	<b>Opposed:</b>	P. Broad	C. Bellini	C. Chahine	C. Chiddle	L. Notash	N. Colucci		M. Sterling
<b>In favor:</b>	<b>Opposed:</b>										
P. Broad	C. Bellini										
C. Chahine	C. Chiddle										
L. Notash	N. Colucci										
	M. Sterling										

	<p>Moved by N. Colucci, seconded by C. Chiddle:  <b>That the agenda for the April 26<sup>th</sup> meeting be approved as presented. CARRIED</b></p> <p>No conflicts were declared.</p>																								
<b>3.0 APPROVAL OF MARCH 7<sup>th</sup>, 2022 MEETING MINUTES</b>	<p>Moved by C. Chiddle, seconded by N. Colucci:  <b>That the Minutes of the March 7<sup>th</sup>, 2022 meeting be approved as amended. CARRIED</b> (3 abstentions)</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- Staff to remove T. Bruyere from “Regrets” following Todd’s resignation from Council as of Feb 13, 2022.</li> </ul>																								
<b>4.0 ACTION ITEMS FROM THE MARCH 7<sup>th</sup>, 2022 MINUTES</b>	<p>The Chair noted that the action items from the previous meeting were incorporated in the April 26<sup>th</sup> meeting agenda.</p>																								
<b>5.0 BY-LAW CHANGES – SPECIAL RULES</b>	<p>Moved by L. Notash, seconded by C. Chahine:  <b>That Item 5.0 be deferred to the 2022-2023 Council and RPLC. DEFEATED.</b></p> <p><b><u>Recorded vote:</u></b></p> <table> <tr> <td><b>In favor:</b></td><td><b>Opposed:</b></td></tr> <tr> <td>P.Broad</td><td>C. Bellini</td></tr> <tr> <td>C. Chahine</td><td>C. Chiddle</td></tr> <tr> <td>J. Chisholm</td><td>N. Colucci</td></tr> <tr> <td>L. Notash</td><td>L. MacCumber</td></tr> <tr> <td></td><td>M. Sterling</td></tr> </table> <p>Moved by M. Sterling, seconded by P. Broad:  <b>That the main motion be amended to strike out S. 25 from the proposed changes to By-Law No.1. CARRIED.</b></p> <p><b><u>Recorded vote:</u></b></p> <table> <tr> <td><b>In favor:</b></td><td><b>Opposed:</b></td></tr> <tr> <td>P.Broad</td><td>C. Chiddle</td></tr> <tr> <td>C. Bellini</td><td>N. Colucci</td></tr> <tr> <td>C. Chahine</td><td>L. Notash</td></tr> <tr> <td>J. Chisholm</td><td></td></tr> <tr> <td>M. Sterling</td><td></td></tr> </table> <p>D. Abrahams pointed out that as RPLC had amended the by-law package from what was already presented to GNC, it would not be prudent to bring this by-law change to Council at this time.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- Staff to amend the main motion to strike out S. 25 from the proposed changes to By-Law No. 1.</li> <li>- Staff to present the amended motion to the GNC.</li> </ul>	<b>In favor:</b>	<b>Opposed:</b>	P.Broad	C. Bellini	C. Chahine	C. Chiddle	J. Chisholm	N. Colucci	L. Notash	L. MacCumber		M. Sterling	<b>In favor:</b>	<b>Opposed:</b>	P.Broad	C. Chiddle	C. Bellini	N. Colucci	C. Chahine	L. Notash	J. Chisholm		M. Sterling	
<b>In favor:</b>	<b>Opposed:</b>																								
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C. Chahine	L. Notash																								
J. Chisholm																									
M. Sterling																									



<b>6.0 REPORT ON REGULATORY PROJECTS STATUS - CONTINUED</b>	<p>The Chair invited PSC, LIC, ARC, ERC and ENF chairs to provide status updates on their projects and answer questions. N. Kennedy, PSC Chair noted that the dates in the document submitted to the RPLC were to be corrected to 2022. D. Kiguel, LIC Chair, A. Cornel, ERC Chair and J. Adams, ENF Chair provided updates on the current status of the projects listed in the portfolio. W. ElMaraghy, ARC Chair noted that the update on the project list was deferred to such time when the committee had a chance to review it. Discussion followed.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- Staff to update the project list with the correct dates for PSC's projects #4 and 5.</li> <li>- Staff to confirm with the committee chairs what to include in the final project list.</li> </ul>
<b>7.0 2021-2022 WORK PLAN PRIORITIES (STANDING ITEM)</b>	<p>There were no comments/questions regarding this item.</p>
<b>8.0 APPROVAL OF MINUTES OF IN-CAMERA RPLC MARCH 31 MEETING</b>	<p>Moved by C. Chiddle, seconded by N. Colucci:  <b>That the Minutes of the in-camera March 31<sup>th</sup>, 2022 meeting be approved as presented. CARRIED.</b> (1 abstention, 1 opposed)</p>
<b>FUTURE MEETING DATES</b>	<p>Date/time to be confirmed</p>

There being no further business, the meeting concluded at 7:16 p.m.

These Minutes consist of 3 pages.

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L. MacCumber, P.Eng., Committee Chair

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R. Martin, Corporate Secretary

## COMPLAINTS &amp; INVESTIGATION STATISTICS

	2020	2021	2022 (May 31)
<b>COC's Caseload</b>			
Filed Complaints <sup>1</sup> not disposed of by COC at previous year-end	101	103	105
Complaints Filed ( <i>PEAct s. 24. 1(a)</i> ) during the Year	60	72	39
Total Caseload in the Year	161	175	144
Total Filed Complaints Disposed of by COC in the Year (for details see <i>COC's Disposition of Complaints</i> below)	58	70	32
<b>Total Filed Complaints Pending for COC Disposition</b> (for details see <i>Status of Active Filed Complaints</i> below)	<b>103</b>	<b>105</b>	<b>112</b>
<b>COC's Disposition of Complaints</b>			
Direct that the matter be referred, in whole or in part, to the Discipline Committee. ( <i>PEAct s. 24. 2(a)</i> )	7	7	7
Direct that the matter not be referred. ( <i>PEAct s. 24. 2(b)</i> )	66	36	8
Take such action as COC considers appropriate in the circumstances and that is not inconsistent with this Act or the regulations or by-laws. ( <i>PEAct s. 24. 2(c)</i> )	17	15	17
<b>COC's Timeliness Regarding the Disposition of the Complaint<sup>2</sup></b>			
Complaint disposed of within 90 days of filing	1	1	0
Complaint disposed of between 91-180 days of filing	7	5	0
Complaint disposed of after more than 180 days of filing	82	52	32
<b>COC Processing Time – Days from Complaint Filed to COC Disposition (12 mo. rolling avg.)</b>			
Average # Days	330	505	547
Minimum # Days	41	80	252
Median # Days	210	401	441
Maximum # Days	1023	1981	1322

<sup>1</sup> Signed Complaint Form filed with the Registrar.

<sup>2</sup> Days from Complaint Filed to date COC Decision is signed by COC Chair.

## Status of Active Filed Complaints

<b>Active Filed Complaints - Total</b>		<b>112</b>
<b><i>Complaints filed more than 180 days ago</i></b>	<b>64</b>	<b>64</b>
Pending Approval and Reason regarding COC Decision	34	
Complaints under active consideration by COC	12	
Completed Investigation ready for COC consideration	3	
Regulatory Compliance Investigation	15	
<b><i>Complaints filed between 91-180 days ago</i></b>	<b>28</b>	<b>28</b>
Pending Approval and Reason regarding COC Decision	4	
Complaints under active consideration by COC	0	
Completed Investigation ready for COC consideration	5	
Regulatory Compliance Investigation	19	
<b><i>Complaints filed within the past 90 days</i></b>	<b>20</b>	<b>20</b>
Pending Approval and Reason regarding COC Decision	0	
Complaints under active consideration by COC	0	
Completed Investigation ready for COC consideration	1	
Regulatory Compliance Investigation	19	

Note:

### **Review by Complaints Review Councillor (PEAct s. 26. (s))**

Where a complaint respecting a member of the Association or a holder of a certificate of authorization, a temporary licence, a provisional licence or a limited licence has not been disposed of by the Complaints Committee **within ninety days** after the complaint is filed with the Registrar, upon application by the complainant or on his or her own initiative the Complaints Review Councillor may review the treatment of the complaint by the Complaints Committee.

### **Glossary of Terms:**

Complaint Filed – Signed Complaint Form filed with the Registrar.

Investigation Complete – Investigation Summary document prepared and complaint file ready for COC consideration

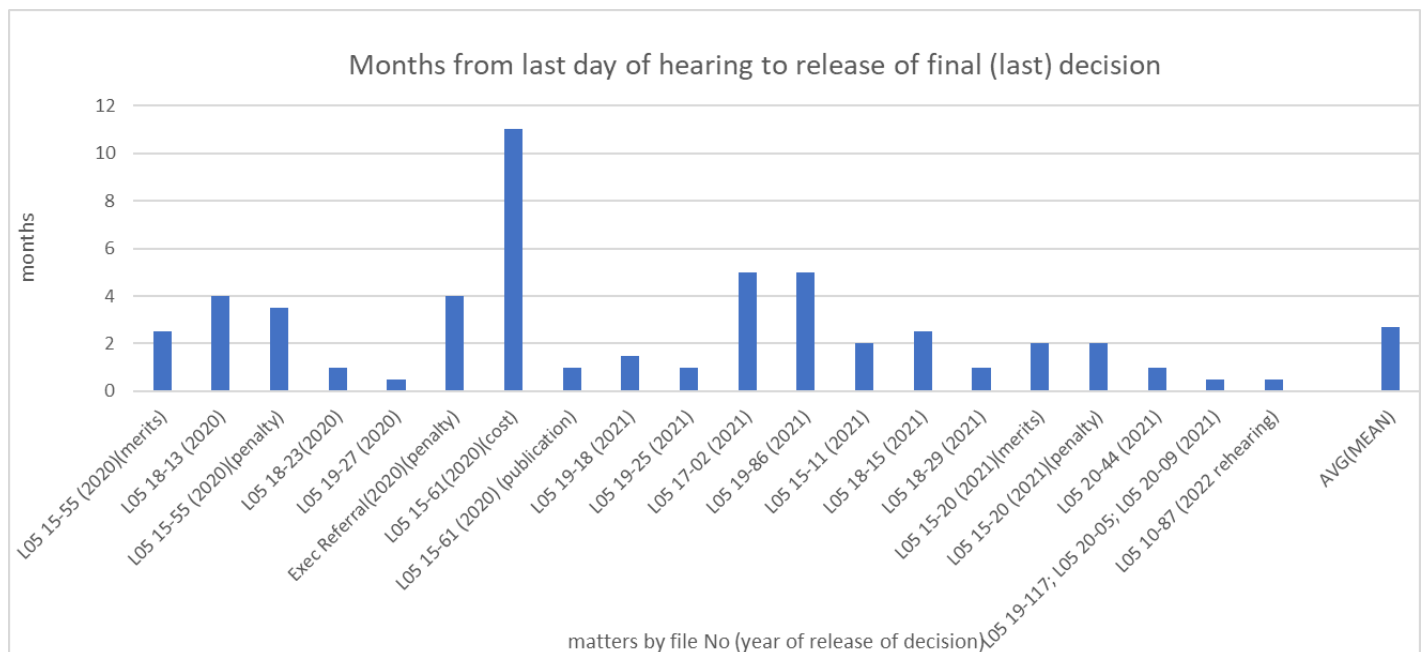
## DISCIPLINE STATISTICS – June 2022 Council Meeting Report

### Discipline Phase

	2020	2021	2022 (as of June 7)
Matters Referred to Discipline	7	5**	7
Matters Pending (Caseload)	9*	5	11
Written Decisions Issued	8	11	1
<b><i>DIC Activity</i></b>			
Pre-Hearing Conferences Held	10	8	3
Hearings Phase commenced (but not completed)	0	0	0
Hearings Phase completed (but no D&R issued)	1	0	1

\*Two or three referrals were combined into 1 and were counted as 1.

\*\* One (1) reinstatement application (s.37 of the Act) was received in late 2021.



**REGISTRATION STATISTICS – June 2022 Council Meeting Report**Registration Phase

	<b>2020</b>	<b>2021</b>	<b>2022</b> (as of June 7)
Requests for Hearing	0	0	2
Premature Applications (No Notice of Proposal)	0	0	0
Matters Pending (Caseload)	5*	3*	5
Written Final Decisions Issued	0	1	0
Appeals to the Divisional Court	0	0	0
<b><i>REC Activity</i></b>			
Pre-Hearing Conferences Held	2	1	1
Hearings Phase completed, but no D&R issued	0	0	0

\* Withdrawals by applicants: 2 withdrawals in 2020 and 2021.

C-548-Reports

[illegible]

**PROFESSIONAL ENGINEERS ONTARIO  
ENGINEER IN TRAINING - STATISTICS  
2022**

[illegible]

**PROFESSIONAL ENGINEERS ONTARIO  
CERTIFICATE OF AUTHORIZATION - STATISTICS  
2022**

[illegible]



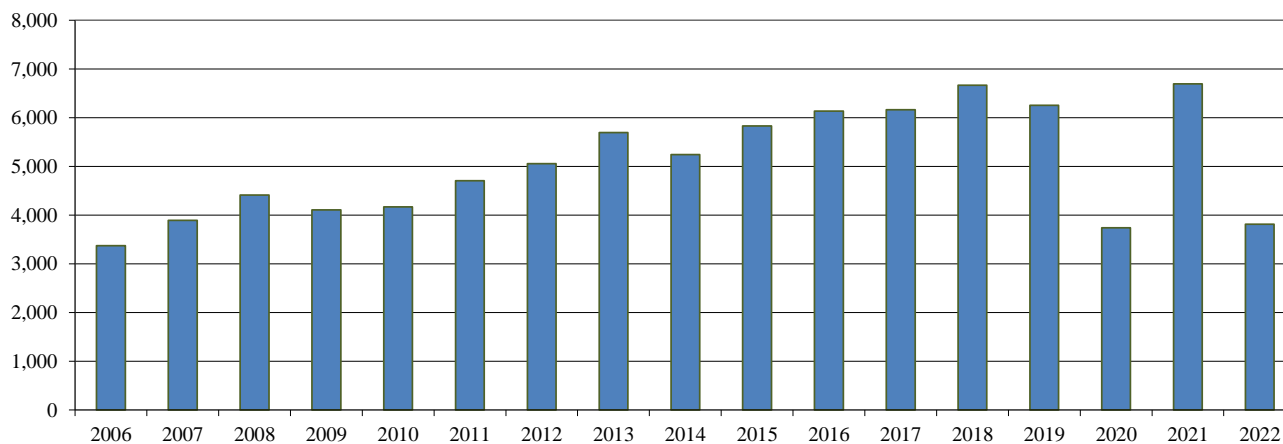
**PROFESSIONAL ENGINEERS ONTARIO  
CONSULTANTS - STATISTICS  
2022**

[illegible]

**PROFESSIONAL ENGINEERS ONTARIO  
APPLICATIONS APPROVED  
2006 - 2022**

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
JANUARY	316	308	372	336	393	414	397	440	530	561	453	565	599	611	0	582	766
FEBRUARY	319	257	234	338	276	278	384	422	380	422	460	403	422	432	0	534	867
MARCH	316	272	345	379	373	453	398	428	395	368	265	435	436	504	0	594	830
APRIL	291	280	381	294	239	338	297	414	361	356	484	383	472	556	0	691	646
MAY	298	293	278	279	303	314	353	394	324	292	450	415	451	645	0	560	705
JUNE	273	279	332	320	306	322	374	388	356	472	421	485	482	399	0	254	
JULY	254	355	460	395	332	398	482	529	486	555	554	513	603	624	0	372	
AUGUST	285	367	413	326	358	493	508	505	495	547	638	601	661	495	836	480	
SEPTEMBER	251	333	415	402	383	451	388	512	542	466	567	586	557	452	838	628	
OCTOBER	282	396	419	428	372	469	540	646	568	648	566	664	672	603	889	620	
NOVEMBER	226	505	430	340	497	481	503	525	416	565	754	651	802	499	730	564	
DECEMBER	260	248	334	270	336	295	432	491	392	576	525	460	510	436	446	815	
<b>TOTAL</b>	<b>3,371</b>	<b>3,893</b>	<b>4,413</b>	<b>4,107</b>	<b>4,168</b>	<b>4,706</b>	<b>5,056</b>	<b>5,694</b>	<b>5,245</b>	<b>5,828</b>	<b>6,137</b>	<b>6,161</b>	<b>6,667</b>	<b>6,256</b>	<b>3,739</b>	<b>6,694</b>	<b>3,814</b>
<b>MONTHLY AVERAGE</b>	<b>281</b>	<b>324</b>	<b>368</b>	<b>342</b>	<b>347</b>	<b>392</b>	<b>421</b>	<b>475</b>	<b>437</b>	<b>486</b>	<b>511</b>	<b>513</b>	<b>556</b>	<b>521</b>	<b>312</b>	<b>558</b>	<b>763</b>
<b>YEAR TO DATE</b>	<b>3,371</b>	<b>3,893</b>	<b>4,413</b>	<b>4,107</b>	<b>4,168</b>	<b>4,706</b>	<b>5,056</b>	<b>5,694</b>	<b>5,245</b>	<b>5,828</b>	<b>6,137</b>	<b>6,161</b>	<b>6,667</b>	<b>6,256</b>	<b>3,739</b>	<b>6,694</b>	<b>3,814</b>

**Applications Approved - Year To Date**



Mtg	Date	Title	Motion	Status
547-4	04-May-22	Special Rules of Order	<p>That the proposed Special Rules of Order, as presented to the meeting at C-547-4, Appendix A, be approved effective immediately and remain in effect until the close of business at the 2022 Annual General Meeting.</p> <p>2/3 majority of votes cast required to carry</p> <p>That the Special Rules be amended to include the following:</p> <p>7. MEETING DETAILS AND AGENDAS</p> <p>7.1 Details of meeting format, location, and time shall be finalized and sent to members of Council not later than two weeks before the meeting. These meeting details may be amended only in case of emergency.</p> <p>7.2 The agenda--along with supporting materials and appendices-- shall be finalized and sent to members of Council not later than one week before the meeting. During the week prior to the meeting, only amendments or additions either of a very minor nature or which are the result of an emergency, may be added, and the members shall be notified.</p> <p>7.3 For the purposes of this section, an emergency is defined as an event or sequence of events which: (i) Was unexpected, (ii) Will result in harm to the organization or to the public if not acted on, or will get worse, and (iii) Cannot wait to be addressed at a subsequent meeting of Council.</p> <p>7.4 A member of Council may add an item to the meeting agenda by submitting it to the Secretariat not later than two weeks prior to the meeting. CARRIED</p>	Complete
547-5	04-May-22	Appointment of Council Meeting Chair	<p>That Nick Colucci, P.Eng., be appointed the Council Meeting Chair for the 2022-2023 Council year or until his successor is appointed. CARRIED</p>	Complete

547-6	04-May-22	In-person Council Meeting Protocol	<p>That Council approve the safety measures, as outlined in Appendix A to C-547-6, in support of the resumption of in-person Council meetings at PEO's premises at 40 Sheppard Avenue West, Toronto. Motion that the safety measures be amended to remove point 1: "Council visiting the PEO office will be required to provide proof of vaccination prior to entering the premises, proof must be sent via email to hr@peo.on.ca" DEFEATED</p> <p>THE ORIGINAL MOTION WAS THEN VOTED ON AND CARRIED</p>	Complete
547-7	04-May-22	Recommended Appointments to Council to Fill Vacancies	<p>That Council appoint Chantal Chiddle, P.Eng., as a Councillor-at- Large and Luc Roberge, P.Eng., as a Northern Region Councillor, each to serve the remaining time in the offices vacated by Pat Quinn and Ramesh Subramanian, that is, to the end of the 2023 Annual General Meeting. CARRIED</p>	Complete
547-8	04-May-22	Appointment of Chair of Regional Councillors Committee	<p>That Christopher Chahine, P.Eng., be appointed as Chair of the Regional Councillors Committee, effective immediately and to hold office until the close of business at the 2023 Annual General meeting. CARRIED</p>	Complete
547-9	04-May-22	Appointment of Vice President	<p>That Lorne Cutler, P.Eng., be appointed as Vice President for the 2022-2023 Council year. CARRIED</p>	Complete

547-10	04-May-22	Appointment of Councillors to Governance Committees for 2022-2023	<p>1. That the Audit and Finance Committee be composed of Council members Vajahat Bandy, P.Eng., Robert Brunet, P.Eng., Nick Colucci, P.Eng., Lorne Cutler, P.Eng., Roydon Fraser, P.Eng., Paul Mandel, P.Eng., Pappur Shankar, P.Eng., Sherlock Sung, and Randy Walker, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>2. That the Governance and Nominating Committee be composed of Council members Arjan Arenja, P.Eng., Christian Bellini, P.Eng., Nick Colucci, P.Eng., Roydon Fraser, P.Eng., Tim Kirkby, P.Eng., Susan MacFarlane, P.Eng., George Nikolov, P.Eng., and Gregory Wowchuk, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>3. That the Human Resources and Compensation Committee be composed of Council members Christian Bellini, P.Eng., Nick Colucci, P.Eng., Andy Dryland, Roydon Fraser, P.Eng., Luc Roberge, P.Eng., and Scott Schelske, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>4. That the Regulatory Policy and Legislation Committee be composed of Council members Christopher Chahine, P.Eng., Chantal Chiddle, P.Eng., James Chisholm, P.Eng., Nick Colucci, P. Eng., Roydon Fraser, P.Eng., Vicki Hilborn, P.Eng., David Kiguel, P.Eng., Dana Montgomery, P.Eng., and Leila Notash, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p>	Complete
547-11	04-May-22	Appointment of Governance Committee Chairs	<p>1. That Lorne Cutler, P.Eng., be appointed the Audit and Finance Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> <p>2. That Arjan Arenja, P.Eng., be appointed the Governance and Nominating Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> <p>3. That Luc Roberge, P.Eng., be appointed the Human Resources and Compensation Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> <p>4. That Chantal Chiddle, P.Eng., be appointed the Regulatory Policy and Legislation Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p>	Complete

547-12	04-May-22	Appointment of Councillors to Executive Committee	<p>1. That the number of Executive positions to be appointed from amongst the members of Council under s.28(1)(e) of Regulation 941 be fixed at one (1), who for greater clarity must be a member of Council appointed by the Lieutenant Governor in Council. CARRIED</p> <p>2. That Scott Schelske, P.Eng., be appointed as a member of the Executive Committee for the 2022-2023 Council year, in accordance with ss.28(1)(e) and 28(1.1) of Regulation 941. CARRIED</p>	Complete
547-13	04-May-22	Appointment of Elected Councillor to the Discipline Committee	<p>That the number of positions to be appointed from amongst the members of Council to the Discipline Committee be fixed at two (2). DEFEATED</p> <p>Recorded Vote  <b>For: 7</b>  V. Banday, C. Chahine, J. Chisholm, R. Fraser, D. Kiguel, L. Notash, G. Wowchuk  <b>Against: 12</b>  C. Bellini, C. Chiddle, L. Cutler, S. MacFarlane, P. Mandel, D. Montgomery, G. Nikolov, L. Roberge, S. Schelske, P. Sankar, S. Sung, R. Walker  <b>Abstain: 1</b>  A. Arenja</p> <p>That Nick Colucci, P.Eng., be appointed as a member of the Discipline Committee for the 2022-2023 Council year, in accordance with s.27(1)1 of the Professional Engineers Act. CARRIED</p> <p>Recorded Vote  <b>For: 12</b>  A. Arenja, V. Banday, C. Chahine, C. Chiddle, J. Chisholm, L. Cutler, D. Kiguel, S. MacFarlane, D. Montgomery, G. Nikolov, L. Roberge, S. Schelske, P. Shankar, S. Sung, R. Walker  <b>Against: 0</b>  <b>Abstain: 3</b>  P. Mandel, L. Notash, G. Wowchuk</p>	Complete

546-2.5	08-Apr-22	2021 Audited Financial Statements	That Council: a) approve the audited financial statements for the year ended December 31, 2021, and the auditor's report thereon, as presented to the meeting at C-546-2.5, Appendix A; and b) authorize the President and President-elect to sign the audited financial statements on Council's behalf. CARRIED	Complete
546-2.6	08-Apr-22	Recommendation of the Appointment of Auditors for 2022	That Council recommend to members at the April 2022 Annual General Meeting that Deloitte LLP be appointed as PEO's auditor for 2022 and hold office until the next annual general meeting or until a successor is appointed. CARRIED	Complete
546-2.8	08-Apr-22	Engineers Canada AMM: Direction to PEO Member Representative	1. That Council direct PEO's Member Representative at the 2022 Engineers Canada Annual Meeting of Members to support the approval of the Engineers Canada Bylaw amendment, as outlined in C-546-2.8, Appendix A and approved by the Engineers Canada Board on February 25, 2022.  2. That Council direct PEO's Member Representative at the 2022 Engineers Canada Annual Meeting of Members to support the approval of the 2024 Per Capita Assessment Fee reduction, as outlined in C-546-2.8, Appendix B and approved by the Engineers Canada Board on December 13, 2021.  3. That Council direct PEO's Member Representative to vote against the motion "THAT the Engineers Canada Board of Directors be reduced in size to 16 members, in the manner proposed in the Governance Committee's May 2020 Report on Board Size, with the reduction taking effect by May 2025" as outlined in C-546-2.8, Appendix C. CARRIED	Complete
546-2.9	08-Apr-22	Engineers Canada – Candidate for President-elect	That Council agrees to re-nominate Nancy Hill, P.Eng., to serve a further two-year term as an Engineers Canada director from Ontario commencing at the 2023 Engineers Canada Annual Meeting of Members, conditional on her being chosen as President-Elect at the May 2022 EC Board Meeting held in conjunction with the EC AMM. CARRIED	Complete
546-2.10	08-Apr-22	Guideline – Pre-Start Health and Safety Review	That Council: 1. Approve the publication of the Pre-Start Health and Safety Review guideline as presented to the meeting at C-546-2.10; and 2. Direct the Registrar to publish the guideline and notify members and the public of its publication through usual PEO communications; and 3. Stand down the subcommittee which prepared the Pre-Start Health and Safety Review guideline. CARRIED	In progress

546-2.11	08-Apr-22	Anti-racism and Anti-discrimination Exploratory Working Group (AREWG) Update	<p>1. That Council approves the Anti-racism &amp; Equity (ARE) Code v.1.1. – included in the Council package –and commits PEO to abide by it and ensure that: (i) its final form is prominently posted as an official PEO policy on PEO’s website, and easily accessible by the public and PEO’s licence holders; and (ii) PEO prominently announces to the public before the 2022 AGM that Council has approved the ARE Code.</p> <p>2. That Council tasks the AREWG to: (i) collaborate with PEO’s staff, committees, initiatives, and/or people resources to deal appropriately with the supplementary feedback obtained in the February-March 2022 consultations; and (ii) ensure that it focuses on public policy in Ontario, with a prioritized focus on viewing policy through racial context lenses, and a subsequent focus on viewing policy through gender lenses.</p> <p>3. That Council tasks the AREWG, with the allocation of appropriate people and financial resources, to complete the remaining AREWG Phase 3 steps that Council approved in November 2021 and report the related progress and any recommendations to Council.</p> <p>4. That Council – recognizing Indigenous Peoples’ constitutionally protected right of self-determination – tasks the AREWG with the allocation of appropriate people, finances, resources and time to evaluate PEO’s role in Truth and Reconciliation and accountabilities to answer the Calls to Action through meaningful engagement with Indigenous Peoples, members, and Communities in Ontario; to work towards developing policy approaches led by Indigenous Peoples; and to regularly provide updates to Council throughout the year and to the membership at every AGM.</p> <p>CARRIED</p>	In progress
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546-2.12	08-Apr-22	Process for Filling Councillor Vacancies	<p>That the process for filling Councillor vacancies be deferred to the next meeting of Council in order to provide a more detailed briefing note that would include issues related to the amount of time remaining in a term. DEFEATED</p> <p>That Council instruct the Governance and Nominating Committee to adopt the following process for recruiting potential candidates for vacant elected positions:</p> <ul style="list-style-type: none"> <li>- 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</li> <li>- 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</li> <li>- 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. and</li> </ul> <p>That Council further instruct the Regulatory Policy and Legislation Committee to consider and make appropriate recommendations to Council with respect to setting out the above process in a regulation or by-law. CARRIED</p>	In progress
546	08-Apr-22	Gender Neutral Language and Gender Pronouns	<p>That Council directs the CEO/Registrar to develop – for Council's approval – a policy regarding gender-neutral and gender inclusive language, in alignment with current best practices in the public interest, and directs the RPLC to help ensure the most current gender-neutral language is used in all PEO documents. CARRIED</p>	In progress

546-3.2	08-Apr-22	Consulting Engineer Designation Applications	<p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-546-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-546-3.2, Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as set out in C- 546-3.2 Appendix A, Section 3. CARRIED</p>	Complete
546-3.3	08-Apr-22	Changes to the 2022 Statutory and Regulatory Committees’ Membership Lists	<p>That Council appoint members to the Academic Requirements Committee (ARC), Consulting Engineer Designation Committee (CEDC) and Complaints Committee (COC) as presented to the meeting at C-546-3.3, Appendix A, and a chair and vice chair to the Consulting Engineer Designation Committee (CEDC) as presented to the meeting at C-546-3.3, Appendix B. CARRIED</p>	Complete