



## Minutes

# Minutes

C-556-Reports

**11<sup>th</sup> Meeting of the AUDIT AND FINANCE COMMITTEE (AFC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Tuesday, October 18, 2022, at 5:00 p.m.**

**Present:** Lorne Cutler, P.Eng., MBA, Chair, Vice President and Lieutenant Governor-in-Council Appointee  
Nick Colucci, P.Eng., B.A.Sc., MBA, FEC, President (ex-officio)  
Vajahat H. Banday, P.Eng., MSEE, MSCE, PE (Michigan), FEC, Councillor-at-Large  
Robert A.H. Brunet, P.Eng., B.E.Sc., M.E.Sc., Lieutenant Governor-in-Council Appointee  
Paul Mandel, MBA, CPA, CA, CBV, CFF, Lieutenant Governor-in-Council Appointee  
Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee  
Randy Walker, P.Eng., FEC, Eastern Region Councillor

**Regrets:** Christian Bellini, P.Eng., Past-President (ex officio)  
Roydon A. Fraser, Ph.D., P.Eng., FEC, President-Elect (ex-officio)  
Pappur N. Shankar, P.Eng., FEC, West Central Region Councillor

**Guests:** Steve Stewart, Partner and Auditor, Deloitte  
Tommy Trinh, Investment Manager, Jarislowsky Fraser

**Staff:** Chetan Mehta, MS, MBA, Director, Finance  
Patricia Buffone, Human Resource Director  
Meilisa Soepiter, CPA, CGA, Controller, Finance  
Peter Cowherd, CPA, CMA, Manager, Financial Services & Procurement  
Meg Feres, Supervisor, Council Operations  
Dale Power, Secretariat Administrator

## Call to Order

The meeting was called to order by the Committee Chair at 5:04 pm and the agenda was presented to the members for feedback. It was noted that the main focus of the meeting is to review and recommend the operating and capital budget for Council approval.

## Approval of Agenda

Moved by Councillor Walker, seconded by Councillor Mandel:

**That the agenda for the October 18, 2022, meeting be approved as presented.**

**CARRIED**

## Conflicts of Interest

No conflicts were declared.

## **Consent Agenda: Previous Minutes**

### **Previous Minutes**

No revision or errors were noted.

Moved by Councillor Sung, seconded by Councillor Brunet:

**That the open session minutes of the Audit and Finance Committee, held on Thursday, September 8, 2022, accurately reflect the business transacted at the meeting.**

**CARRIED**

### **Presentation of 2022 Audit Plan**

The Committee received a presentation of the 2022 Audit Plan from S. Stewart including an overview of audit risks and approach; communication requirements; and new and revised accounting standards. It was noted that new technological tools are being used to conduct the financial audit this year.

There was an inquiry related to whether the reimbursement of expenses was working on a timely basis for all users. It was noted that this process would be considered in the development of the scope of work.

[T. Trinh joined at 5.50 p.m.]

[S. Stewart signed off at 6:00 p.m.]

[N. Colucci joined at 6:00 p.m.]

### **Presentation by Investment Manager**

Investment Manager T. Trinh provided an update of the overall investment climate and an update on PEO portfolio.

[N. Colucci, P. Buffone and T. Trinh signed off at 6:45pm]

### **2023 Operating and Capital Budgets**

Staff provided an update on the proposed 2023 operating and capital budgets. The Committee discussed the key areas of change after the previous draft was presented to Council for feedback on September 23, 2022.

[R. Brunet signed off at 7:05 p.m.]

In terms of revenue from application fees, the 2023 revised budgeted amount has been reduced to \$8,456,221 to reflect the anticipated reduction in applications, year over year, due to PEO's compliance with the Fair Access to Regulated Profession and Compulsory Trades Act (FARPACKTA) which will take effect on July 1, 2023.

In terms of expenditure, there was discussion related to factors impacting changes in budgeted amounts for areas including Salaries and Benefits; Contract Staff; Purchased Services; Chapters; Volunteer Expenses; and Professional Development. With respect to the line item "Projects and Council Initiatives", the Committee agreed that the "TBD" ("to be determined") amount of \$500,000 should be omitted.

Staff responded to several queries to committee member related to line items under expenses.

Moved by Councillor Sung, seconded by Councillor Mandel:

**That the Audit and Finance Committee recommends that Council approve the draft 2023 operating and capital Budgets as amended during discussion of this item.**

**CARRIED**

**Roll Call Vote:**

For: L. Cutler, P. Mandel, S. Sung, and R. Walker

Against: V. Banday

**2023 Borrowing Resolution**

The Committee reviewed the 2023 Borrowing Resolution. Staff responded to several queries to committee members and noted that this agenda item is an annual request by PEO's banking partner.

Moved by Councillor Mandel, seconded by Councillor Sung:

**The Audit and Finance Committee recommends 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.

**CARRIED**

Against: V. Banday

**Expense Reimbursement Policy Review: Chapter Events**

This item will be moved to a deferred date for discussion.

**Review of the Financial Statements for the Nine Months Ended September 30, 2022**

The financial statements for the period ending September 30, 2022, were presented. Staff responded to questions that arose.

**Review of Minimum Cash Balance Requirement Policy**

The Committee discussed the minimum cash balance requirement policy. Staff responded to questions that arose.

**Update on Pension Plan**

An update was provided of the Pension Committee meeting that was held September 26<sup>th</sup>.

**Update on Financial Risks and Investments**

Staff provided an update regarding Requests for Proposal that are being issued for various services.

**Motion to Move In Camera**

Moved by Councillor Sung, seconded by Councillor Banday:

**That the Committee move in camera.**

**CARRIED**

**In Camera**

The Committee met in camera at 8:20 p.m.

## Return to Open Session

Moved by Councillor Sung, seconded by Councillor Banday:

**That the Committee return to open session.**

**CARRIED**

## Next Meeting Date

March 16, 2022 - Virtual

## AFC Action Items – as of October 18, 2022

No	Action Item	Responsible	Status/Due Date
1	Remove line 17 “TBD” item from “Projects and Council Initiatives”	Staff	November 25 Council meeting
2	Add details to Variance 1 to indicate retiring members	Staff	November 25 Council meeting
3	Advise Committee of the AREWG membership	Staff	October 19

There being no further business, the meeting concluded at 8:50 p.m.

These minutes consist of 4 pages.

“Lorne Cutler”

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L. Cutler, P.Eng., Committee Chair

“Marina Solakhyan”

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M. Solakhyan, Director, Governance

# Minutes

The 18<sup>th</sup> Meeting of the **GOVERNANCE AND NOMINATING COMMITTEE (GNC)** of **PROFESSIONAL ENGINEERS ONTARIO** was held via **ZOOM Videoconference & In-Person** at **40 Sheppard Ave West, Ground Floor (Room 1C)** on **Friday, February 6, 2023, at 12:30 p.m.**

- Present (In-Person):** Arjan Arenja, P.Eng., Chair and Lieutenant Governor-in-Council Appointee  
Christian Bellini, P.Eng., Past-President  
Tim Kirkby, P.Eng., Eastern Regional Councillor
- Present (Virtual):** Roydon Fraser, P.Eng., President-Elect  
Susan MacFarlane, P. Eng., Western Region Councillor  
Greg Wowchuk, P.Eng., Vice President (elected)
- Regrets:** Nick Colucci, P.Eng., President (ex officio)  
George Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee
- Guests (Virtual):** Andrew Cornel, Chair, Experience Requirements Committee (ERC)  
Waguih ElMaraghy, Chair, Academic Requirements Committee (ARC)  
Wayne Kershaw, Vice-Chair Licensing Committee  
David Kiguel, P.Eng., Eastern Central Regional Councillor  
Leila Notash P.Eng., Councillor-at-Large  
Lionel Ryan, Vice-Chair, (ERC)
- Staff (In-Person):** Jennifer Quaglietta, CEO/Registrar  
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
Marina Solakhyan, Director, Governance  
Meg Feres, Supervisor, Council Operations  
Antora Anowar, Council and Committee Coordinator
- Staff (Virtual):** Rob Dmochewicz, Recognition Coordinator (Virtual)  
Sheetal Rawal, Research and Policy Analyst-Special Projects

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## Call to Order

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

## Approval of Agenda

The Chair reviewed the agenda.

Moved by Past-President Bellini, seconded by Councillor MacFarlane:

**That the agenda for the February 6, 2023, meeting be approved as presented.**

**CARRIED**

## **Conflicts of Interest**

No conflicts were declared.

## **Previous Minutes**

No changes were proposed to the draft minutes of the previous meeting.

Moved by Past-President Bellini, seconded by Vice President Wowchuk:

**That the minutes of the 17<sup>th</sup> open session meeting of the Governance and Nominating Committee, held on January 19, 2023 accurately reflect the business transacted at that meeting.**

**CARRIED**

## **Council Elections Process Review**

Staff continued discussions from the previous meeting held on January 19, 2023.

### **Principle 2: Security**

*Issue #5: Ensure that PEO effectively monitors and addresses threats to electoral integrity as they arise*

Staff informed the committee that according to Elections Canada, one safeguard that ensures the security of an election is that threats to electoral integrity are monitored and addressed. In the Central Election and Search Committee's (CESC) 2021 Election Issues Report, the committee recommended amending Regulation 941 to eliminate the requirement for Returning Officers. In 2022, the GNC agreed that this amendment should be incorporated with other regulatory changes being envisioned; however, it was noted that Council has neither deliberated nor made decisions on this matter.

### **Discussion**

The committee discussed several issues in relation to effectively monitoring and addressing threats, including:

- Comparison between paper and virtual ballot voting systems as it relates to risks and threats.
- Role of Returning Officers and the associated recommendation in the 2021 CESC Issues Report.

There was general agreement that more data and discussions are required regarding the voting system used in future elections and to determine the future of Returning Officer role and its potential elimination.

The GNC agreed with the following recommendations for further review by the committee:

- Direct staff to gather information and report back regarding what measures are in place to ensure that PEO elections are secure.
- As part of its mandate, GNC to ensure that there is effective oversight of the third-party vendor.

### **Principle 3: Transparency**

*Issue #6: Disqualification and sanctions*

Staff informed committee members that the CESC's 2022 Elections Issues Report raised the concern that candidates can disregard election rules and procedures, or flagrantly violate them, without sanction or consequence. PEO does not have an explicit procedure by which candidates can be disqualified during an election, including in cases where a candidate violates election rules or in which a candidate engages in egregious or criminal behavior (related to the election or outside of it).

### **Discussion**

The committee discussed how to enhance confidence in PEO's election process, including mechanisms by which candidates could be sanctioned or disqualified:

- It was noted that any policy that will be developed needs to be reasonable, practical and allow for due process.
- It was noted that a clear and unambiguous definition of the term "egregious behaviour" needs to be developed.

[W. ElMaraghy signed off at 1.36p.m]

The GNC agreed with the following recommendations for further review by the committee:

- Staff to develop a policy regarding candidate conduct during an election.
- Staff to conduct an environmental scan to see how other regulators deal with rule violation, sanction, and disqualification during an election. Determine whether regulatory change would be required for PEO to be able to act.
- Staff to develop procedures dealing with candidate sanction and disqualification based on best practices.

#### *Issue #7: Communication Strategy and Materials*

The committee was advised that informing stakeholders is a feature of transparent and reliable elections. The accessibility and security of information are also key elements of an elections process with integrity. PEO's elections communications strategy and materials, including the All-Candidates meetings, have not been reviewed from the perspective of electoral integrity, and specifically the principles of transparency, accessibility, security, and reliability.

#### **Discussion**

The committee discussed whether the status quo should remain in effect. The general view is that the status quo with respect to communication strategy and material is not acceptable and needs improvement.

The GNC agreed with the following recommendation for further review by the committee:

- Staff to review existing elections communication materials and to develop an elections communications strategy with a view to electoral integrity.

#### *Issue #8: Is the role of the Chief Elections Officer and the procedures they follow described in a transparent way?*

Staff informed the committee that, with respect to candidate materials, grey areas or unwritten processes raise issues of transparency, reliability, and independence; and thus, the role and procedures of the Chief Elections Officer could be clarified.

#### **Discussion**

The committee discussed the importance of ensuring consistent and principled decision-making by the Chief Elections Officer and how their role and decisions could be documented in a more fulsome way.

The GNC agreed with the following recommendations:

- Staff to gather information and report back on how to ensure:
  - Role of the Chief Elections Officer functions in accordance with the elections integrity framework, specifically: accessibility, security, transparency, reliability, independence, and fairness; and

- There is clear articulation of the responsibilities, service delivery standards, and quality measures and metrics of the Chief Elections Officer role, including the speed and effectiveness of responding to issues and complaints.

#### **Principle 4: Independence**

This principle highlights the importance of continuing to have an independent Chief Elections Officer, as well as safeguarding the independence of the role.

##### **Discussion**

Key discussion points included:

- Importance of an independent body to govern the election process.
- CESC in its present legislative status has potential conflict of interest during the exercise of its mandate.
- Former employees may not be perceived as fully independent and whether an individual from this cohort should be eligible to hold the position of Chief Elections Officer.

The committee recommended that staff gather information and report back on how to ensure the role of the Chief Elections Officer is transparent, while maintaining independence.

#### **Principle 5: Reliability**

*Issue #9: Consistency across documents governing the process*

There is at least one inconsistency between the *Professional Engineers Act*, Regulation 941, and the Election Process Guide's Nomination forms. This type of inconsistency across the rules governing the process affects the reliability with which an election is administered.

The committee recommended that staff engage in a global view of election process-related documents to ensure predictability, consistency, and reliability, and report back on the findings.

*Issue #10: Consistency and clarity with respect to committees related to the election process (GNC, CESC, Regional Election Search Committees).*

Staff informed the committee that the 2022 Elections Issues Report noted a conflict-of-interest concern involving CESC's dual role in recruiting candidates and advising regarding election matters. GNC recommended a review of CESC composition be incorporated with other regulatory changes being envisioned. As part of its mandate, the GNC will, "[o]n a transitional basis, coordinate and steward the work of the CESC and the RESC".

##### **Discussion**

There was discussion regarding the importance of clarifying roles and reviewing if changes in regulations are required.

The committee directed staff to review CESC, GNC, and RESC related documents so that roles and responsibilities can be clarified, and make recommendations to ensure predictability, consistency, and reliability.



### *Issue #11: Voting period length*

Staff informed the committee that the topic of shortening the voting period has been raised in both the 2021 and 2022 Elections Issues Reports and remains a live one.

#### **Discussion**

- Given that voting in PEO elections is now completely online, there was discussion regarding whether the voting window should be shortened.
- It was noted that this matter need not be a priority at this time, and that it is prudent to first address the other issues under consideration in the elections review.
- Further consideration of this issue can be suspended for the moment.

The committee agreed that the issue should not be considered at this time. The committee recommends that more research is needed, and data tracking trends need to be identified for future discussions when reviewing the length of the voting period and consider changing it based on best practices.

### **Principle 6: Fairness**

*Issue #12: The “Caretaker Convention” and avoiding improper influence or partiality by staff, Council members, or volunteers in the election process*

The committee reviewed information about a complaint made in January 2022 that raised an important concern about the protection of the election process from any improper influence by staff or Council members. This complaint suggested implementing the “Caretaker Convention” for staff. PEO sought advice from an external legal advisor with expertise in professional regulation. PEO received advice that the Convention has no application to the PEO. It was noted that PEO’s elections are a process for choosing the board of directors of a corporation, and not analogous to a political election. Further, as a regulator, PEO must fully continue its regulatory activities; there is no pause during an election.

#### **Discussion**

There was discussion regarding the general principles found in the election integrity framework and that these could assist in developing guidelines tailored to PEO’s unique context.

The committee recommended that staff undertake research regarding what currently guides staff, Council member, and volunteer actions during elections, and develop PEO’s own, tailor-made ‘convention’: “Guidelines for Principled and Ethical Conduct during an Election.”

[A. Cornel, W. Kershaw, and L. Ryan signed off at 2:30 p.m.]

### **Council Remuneration Framework: An Introduction**

The committee reviewed information regarding a remuneration framework at PEO for those exercising functions required by the *Professional Engineers Act*, beginning with Council members, followed by other types of volunteers.

This work has been initiated per direction from the GNC’s Workplan for 2022-2023 to research and set direction on a framework for Council remuneration; and includes initial research of best practices of other regulatory bodies to the committee members.

The committee discussed that the matter of remuneration is a cultural change in the profession and at PEO as a regulatory body and requires debate by the Council members. The committee discussed a variety of approaches and models with respect to remuneration. There was also discussion related to the implications of skills, responsibility and merit in the context of the framework and it was agreed that a deeper environmental scan is needed for information gathering.

Moved by Past-President Bellini, seconded by Councillor Kirkby:

**GNC recommends that Council direct staff to undertake further broad exploration and study, including a variety of options and models based on those used by other regulators, on the *Council Remuneration Framework* with a report back to the GNC and ultimately Council for further consideration.**

**CARRIED**

### **Implementing Governance Directions Previously Approved by Council: Non-Governance Committees**

Staff presented an overview of amendments to the terms of reference of the Academic Requirements Committee and the Experience Requirements Committee to consider making changes to the structure of non-statutory non-governance committees to fully implement Council's decisions made in March 2021.

Staff answered queries regarding mechanisms by which to gather credible stakeholder feedback. The committee recommends that staff can proceed with the next steps as outlined below:

- Bring the terms of reference of ARC and ERC as proposed by the committees to Council for final review and approval (April 2023)
- Considering Council's decision to centralize regulatory policy governance in the RPLC, convert the Enforcement Committee, Licensing Committee and the Professional Standards Committee into an advisory group and establish the required framework to support this change:
  - o In collaboration with Licensing, Enforcement and Professional Standards develop terms of reference for an advisory group that will set out the purpose, accountability, structure, membership, meeting structure, etc.
  - o Bring the terms of reference to GNC for review and recommendation to Council (March 13, 2023). Bring to Council for final review and approval (March 31, 2023)

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

#### Order of Honor Review

Staff presented the updated criteria for the Order of Honor review on behalf of the Awards Committee (AWC). The committee was informed that the new criteria system has been successfully tested by the Awards Committee with the most recent pool of order of honor nominations and the recent nominations received were assessed using both current and new proposed criteria. Staff answered several queries regarding the difference in changes and implemented the changes recommended by the committee meeting held on January 19, 2023.

Moved by Councillor Kirkby, seconded by Past President Bellini:

**That the Governance and Nominating Committee recommends that:**

- Council approve the revised nomination and selection criteria for the OOH program, as proposed by the Awards Committee (AWC); and
- Council approve the change of the AWC name to the Order of Honour Selection Committee (OSC), as proposed by AWC.

**CARRIED**

#### Non-Chapter Activities in “Neither” Category

Staff provided an update on recommendations related to PEO committees and task forces which are neither governance nor regulatory after implementing the changes recommended in the last meeting held on January 19, 2023.

Moved by Past-President Bellini, seconded by Vice President Wowchuk:

**That the Governance and Nominating Committee recommends that Council approve that the committees and subcommittees listed below be stood down, to take effect immediately after Council:**

**That, effective immediately, Council hereby stands down the following committees and subcommittees:**

- Advisory Committee on Volunteers (ACV),
- Education Committee (EDU) and Education Conference Planning Subcommittee,
- Equity and Diversity Committee (EDC),
- External Honours Subcommittee (of the Awards Committee),
- Gala Advisory Committee (subcommittee of the Awards Committee),
- PEO-OAA Joint Liaison Committee (PEO-OAA JLC),
- PEO-OSPE Joint Relations Committee (PEO-OSPE JRC),
- Volunteer Leadership Conference Planning Committee (VLCPC).

**That Council approves to transfer the President’s Award (for non-engineers) to OSPE, renamed as the Engineering Ally Award; That Council approves to suspend the following programs: V.G. Smith Award and S.E. Wolfe Thesis Award.**

**CARRIED**

#### Chapter Activities in “Neither” Category

The Chair provided an update that, based on feedback from Council at its January 27 plenary, the final report that RCC submitted to GNC on January 19 is an agenda item at the upcoming February regional congresses running from February 1 through 22. Recommendations in the report were satisfactory to the GNC; thus, feedback from the regional congresses will be provided directly to Council in a Decision briefing note for consideration at its March 31, 2023 meeting.

#### **Review of This Meeting’s Actions**

Responsible	Action	Date Assigned	Status/Due Date
Staff	Governance Roadmap - Phase 4 Update: Risk Assessment Process <ul style="list-style-type: none"><li>○ Order of Honour</li><li>○ Non-Chapter activities in the “Neither” category</li></ul>	January 19, 2023	Council Meeting: February 24, 2023

Responsible	Action	Date Assigned	Status/Due Date
RCC and Staff	Governance Roadmap - Phase 4 Update: Risk Assessment Process <ul style="list-style-type: none"> <li>Chapter Activities in the “Neither” category pending feedback from Chapter representatives at a series of regional congresses being held Feb 1-22.</li> </ul>	January 27, 2023 (at Council Plenary)	Council Meeting: March 31, 2023
Staff	Council Election Process Review: Implementation of GNC directions	January 19, 2023 & February 6, 2023	Council Meeting: February 24, 2023 (for endorsement)
Staff	Council Remuneration Framework: Undertake further broad exploration and study, including a variety of options, on the Council Remuneration Framework with a report back to the GNC and ultimately Council for further consideration	February 6, 2023	Council Meeting: February 24, 2023 (for approval)

### Motion to Move In Camera

Moved by Councillor MacFarlane, seconded by Vice President Wowchuk:

**That the Committee move in camera.**

**CARRIED**

### In Camera

The Committee met in camera at 4:38 p.m.

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There being no further business, the meeting concluded at 5.15 p.m.

These minutes consist of 8 pages.

“Arjan Arenja”

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A. Arenja, P.Eng., Committee Chair

“Marina Solakhyan”

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M. Solakhyan, Director, Governance



# Minutes

C-556-Reports

The 17<sup>th</sup> Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Friday, February 10, 2023 at 1:00 p.m.

**Present:** Chantal Chiddle, P.Eng., Chair and Councillor-at-Large  
Christian Bellini, P.Eng., Past-President (ex officio)  
Christopher Chahine, P.Eng., East Central Region Councillor  
Jim Chisholm, P. Eng., West Central Region Councillor  
Nick Colucci, P.Eng., President (ex officio)  
Roydon Fraser, P.Eng., President-Elect (ex officio)  
Vicki Hilborn, P.Eng., Western Regional Councillor  
David Kiguel, P.Eng., East Central Region Councillor  
Dana Montgomery, P.Eng., Northern Region Councillor

**Regrets:** Leila Notash, P.Eng., Councillor-at-Large

**Staff:** Jennifer Quaglietta, CEO/Registrar  
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
Stephanie Rose, Director, Program Management  
Marina Solakhyan, Director, Governance  
Jordan Max, Manager, Policy  
Meg Feres, Supervisor, Council Operations  
Antora Anowar, Council and Committee Coordinator

**Observers:** Andrew Cornel, P.Eng., Chair, Experience Requirements Committee (ERC)  
Lionel Ryan, P.Eng., Vice-Chair, ERC

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## Call to Order

Notice having been given and a quorum being present, the Chair called the meeting to order, welcomed the Committee, staff, and observers; and made procedural announcements related to the conduct of the meeting.

## Approval of Agenda

The Chair reviewed the agenda. There was a request to add an item related to the *Impacts of Council's FARPACTA Motion*. The Chair noted that, pending approval, this item could be addressed after item 8.0.

Moved by Councillor Chahine, seconded by Councillor Montgomery:

**That the agenda for the February 10, 2023 meeting be approved as amended.**

**CARRIED**

## Conflicts of Interest

No conflicts were declared.

## Previous Minutes

Moved by Past President Bellini, seconded by Councillor Hilborn:

**That the minutes of the 16<sup>th</sup> open session meeting of the Regulatory Policy and Legislation Committee, held on November 14, 2022, accurately reflects the business transacted at that meeting.**

**CARRIED**

## Action Items from Previous Meeting

There were no action items for follow up or discussion.

## Policy Development Framework

Staff presented a policy development framework and highlighted that policy making is core to PEO's mandate. It is essential to establish a consistent, coherent, integrated policy framework to be able to evaluate policies driven by PEO's various regulatory functions. Effective regulatory policy identifies risk of harm to the public interest mandate and regulatory outcomes and assess all potential costs and benefits, both direct and indirect. Effective policy is based on all available evidence and expertise and evaluate all potential alternative solutions. It is developed transparently in consultation with stakeholders. Effective policy has the results explained and is clearly communicated.

Principles of "good regulation" include: 1. Proportionate; 2. Evidence-informed; 3. Participatory and Dynamic; 4. Equitable and Inclusive and 5. Transparent and accountable.

The committee members discussed issues and provided feedback on the following:

- The policy framework should recognize bias and try and minimize bias when evidence is being selected.
- Evidence collected should represent diversity and inclusivity of all demographics.
- Suggestion to use the term "equity seeking communities" rather than identifying specific races or ethnicities. This is important because it demonstrates a level of integration versus just acknowledgement.
- Consider using another term for *Regulatory Impact Assessment*, as this relates to political governance language and may cause confusion.
- Importance of outlining the risks and impacts in detail.
- The stakeholder roles and engagement should encourage broad-based feedback, meaning it should take into account that there is a level of engagement even beyond license holders.
- Policies' effects may vary by region, therefore stakeholder demographics should be considered.
- Determining how each governance committee will be responsible for managing risks and developing a consultancy strategy would be beneficial.

Staff answered various questions related to the discussion items. Staff will present the second draft of the framework at the next meeting scheduled to take place on March 10, 2023.

## FARPACTA Compliance Project: Operational Update

Staff provided a progression chart of the FARPACTA Project since the Council passed the motion regarding academic and experience requirements in November 2022. In December 2022, the IT Vendor was onboarded, and the technical design was approved. In January 2023, the communication plan was approved, and stakeholder engagement is an ongoing process. Operational readiness will continue through from February - April 2023. From May - June 2023, decoupling operations from automation is scheduled to take place with launch application review, including new rules and rapid cycle improvement. There will be continuous monitoring to ensure that staff can manage with new rules as automation is finalized. A non-automated compliant application process is set to take

place in mid-May 2023. After the implementation, IT Phase II reporting metrics and implementing continuous improvement of model will be monitored.

Committee members discussed several issues and staff responded to questions and comments, including:

- Suggestion to color coordinate tasks for presenting the material to immediately identify different areas.
- Committee members inquired about staff capacity to handle customer care. It was noted that additional resources will be added in the customer service area, including consideration of a call centre focused on FARPACTA.
- Committee members requested to see more information on how applicants or prospective applicants' input will be considered in the system.
- A demo on how competency-based assessment will be implemented for experience, is forthcoming.
- Consideration of the overlay of a business intelligence tool to help make evidence-based decisions.
- Defining the term decoupling of operation of automation is important to understand the map progression.
- A detailed strategized plan on how different technologies are going to be integrated and how they will work needs to be part of the project plan.
- Experience requirement verification and audit remain outstanding; critical to develop mechanisms to ensure measures are trustworthy.
- Consider examining the impact of removal of the Canadian experience on legislative bodies from different countries to get a better sense of other policies and legislation.
- Importance of conducting user acceptance testing of the application before implementation.
- Risk management perspective vis-à-vis applicants outside of Canada should be taken into account; outline the potential risks in the process of implementation and its management.

### **Standards and Practice Guidelines: Update**

Committee received a status update on six (6) regulatory projects being undertaken by the Practice Standards Committee (PSC), including potential next steps that would involve RPLC's input and oversight.

There was discussion about the differences between guidelines and standards and the appropriate use of each; achieving the appropriate balance between compliance and flexibility; developing documents that are more user-friendly, consistent, and with national harmonization in mind; and timelines/calendarizing so that review and approvals occur without undue delay.

### **Impact of FARPACTA Decisions re: Academic and Experience Requirements to Apply for Licensure**

There was discussion of the risks associated with Council's November 2022 decisions regarding academic and experience requirements to apply for licensure, and the critical importance for PEO to develop short- and long-term strategies to address the negative impacts, including:

- suspension of Engineering Intern Program for new applicants;
- effect on emerging disciplines due to ineligibility of those graduating from university with non B.Eng degrees to apply for licensure;
- slowed progress of the 30x30 initiative; and
- effect on national harmonization due to potential misalignment with other Canadian jurisdictions.

Potential solutions were raised, including that PEO should consider expressing an interest in championing a legislative/regulatory change that would include the EIT cohort. This will demonstrate in a public way that the EIT program is valued. More research and discussion in this area is required.

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There being no further business, the meeting concluded at 3:50 p.m. These minutes consist of 4 pages.

“Chantal Chiddle”

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C. Chiddle, P.Eng., Committee Chair

“Marina Solakhyan”

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M. Solakhyan, Director, Governance

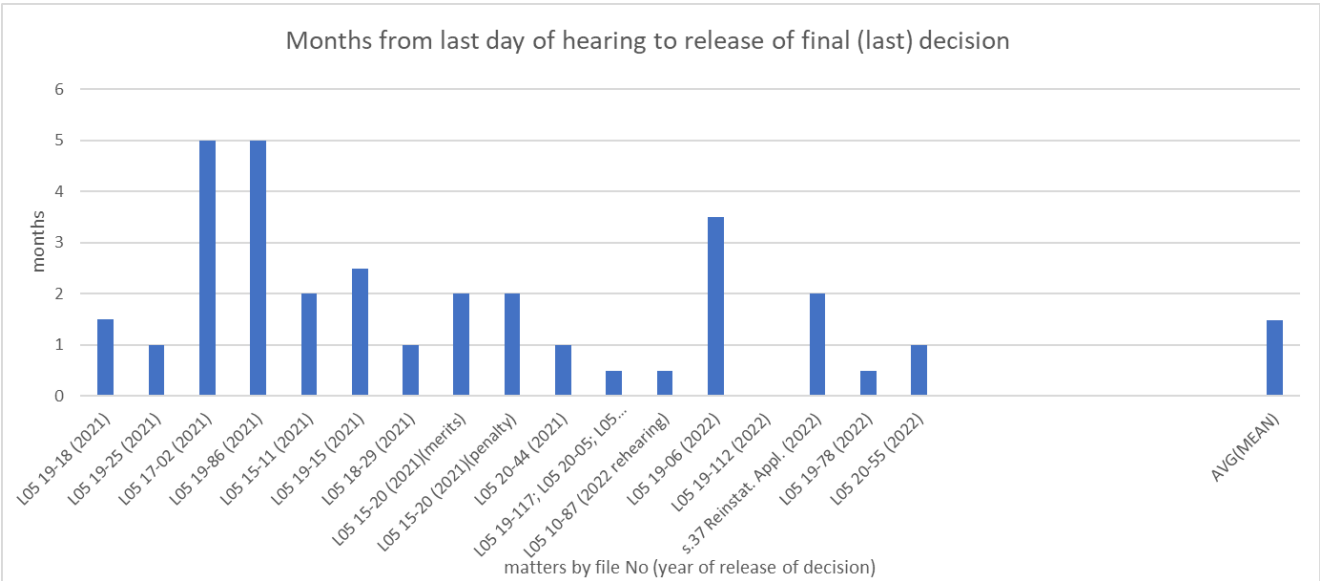


DISCIPLINE STATISTICS – March 2023 Council Meeting Report

Discipline Phase

	2021	2022	2023
			(as of March 10)
Matters Referred to Discipline	5*	13	1
Matters Pending (Caseload)	5	12	13
Written Decisions Issued	11	6	0
<i>DIC Activity</i>			
Pre-Hearing Conferences Held	8	17	2
Hearings Phase commenced (but not completed)	0	0	0
Hearings Phase completed (but no D&R issued)	0	0	1

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



## C-556-Reports

## C-556-Reports

2022 STATS REPORT  
EIT

[illegible]

2022 STATS REPORT  
CofA and TCofA[illegible]

## CONSULTING

[illegible]

2022 STATS REPORT  
APPLICATIONS

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	316	308	372	336	393	414	397	440	530	561	453	565	599	611	0	582	766	570
FEBRUARY	319	257	234	338	276	278	384	422	380	422	460	403	422	432	0	534	867	690
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	720	
JULY	254	355	460	395	332	398	482	529	486	555	554	513	603	624	0	372	346	
AUGUST	285	367	413	326	358	493	508	505	495	547	638	601	661	495	836	480	404	
SEPTEMBER	251	333	415	402	383	451	388	512	542	466	567	586	557	452	838	628	607	
OCTOBER	282	396	419	428	372	469	540	646	568	648	566	664	672	603	889	620	501	
NOVEMBER	226	505	430	340	497	481	503	525	416	565	754	651	802	499	730	564	508	
DECEMBER	260	248	334	270	336	295	432	491	392	576	525	460	510	436	446	815	440	
TOTAL	3,371	3,893	4,413	4,107	4,168	4,706	5,056	5,694	5,245	5,828	6,137	6,161	6,667	6,256	3,739	6,694	7,340	1,260
MONTHLY AVERAGE	281	324	368	342	347	392	421	475	437	486	511	513	556	521	312	558	612	630
YEAR TO DATE	3,371	3,893	4,413	4,107	4,168	4,706	5,056	5,694	5,245	5,828	6,137	6,161	6,667	6,256	3,739	6,694	7,340	1,260

**REGISTRATION STATISTICS – March 2023 Council Meeting Report**Registration Phase

	<b>2021</b>	<b>2022</b>	<b>2023</b> (as of March 10)
Requests for Hearing	0	5	1
Premature Applications (No Notice of Proposal)	0	0	0
Matters Pending (Caseload)	3*	5	6
Written Final Decisions Issued	1	1	0
Appeals to the Divisional Court	0	0	0
<b><i>REC Activity</i></b>			
Pre-Hearing Conferences Held	1	5	2
Hearings Phase completed, but no D&R issued	0	0	0

\* Withdrawals by applicants: 5 withdrawals in 2021 and 2022.

Mtg	Date	Title	Motion	Status
555-3.11b	24-Feb-23	Supporting Evolutionary Improvements to FARPACTA Admissions	<p>Original Motion: That ARC and ERC be asked to provide, capacity permitting, Council with demonstrations of, and principles and constraints behind, admissions models that maintain compliance with FARPACTA while removing barriers in the initial "P.Eng. only if you have B.Eng." admissions model.</p> <p>New Motion: That the original motion be deferred to the March 2023 Council meeting.</p> <p>CARRIED</p>	In progress
555-3.11a	24-Feb-23	PEO Support for the "Retool the Iron Ring Ritual" Initiative	<p>That Council formally acknowledges and publicly supports the "Retool the Iron Ring Ritual" initiative and requests for the Corporation of the Seven Wardens to implement meaningful changes to the Ritual of the Calling of an Engineer ceremony in ways that reflect contemporary engineering practice, values, and inclusion.</p> <p>CARRIED</p>	Complete
555-3.6	24-Feb-23	January to March 2023 Bridge Goals for the CEO/Registrar	That Council approve the CEO/Registrar goals as presented in C-555-3.6 Appendix A (Goals Review Form). CARRIED	Complete
555-3.5	24-Feb-23	Council Remuneration Framework Review	<p>That Council direct staff to undertake further broad exploration and study, including a variety of options, on the Council Remuneration Framework with a report back to the GNC and ultimately Council for further consideration.</p> <p>CARRIED</p>	In progress



555-3.4b	24-Feb-23	Governance Roadmap – Phase 4: Recommendations for PEO Committee and Task Force Activities Which Are Neither Governance Nor Regulatory	<p>Original Motion:</p> <p>That, effective immediately, Council hereby stands down the following committees and subcommittees:</p> <ul style="list-style-type: none"> <li>• Advisory Committee on Volunteers (ACV),</li> <li>• Education Committee (EDU) and Education Conference Planning Subcommittee,</li> <li>• Equity and Diversity Committee (EDC),</li> <li>• External Honours Subcommittee (of the Awards Committee),</li> <li>• Gala Advisory Committee (subcommittee of the Awards Committee),</li> <li>• PEO-OAA Joint Liaison Committee (PEO-OAA JLC),</li> <li>• PEO-OSPE Joint Relations Committee (PEO-OSPE JRC),</li> <li>• Volunteer Leadership Conference Planning Committee (VLCPC).</li> </ul> <p>That Council approves to transfer the President’s Award (for non-engineers) to OSPE, renamed as the Engineering Ally Award.</p> <p>That Council approves to suspend the following programs: V.G. Smith Award and S.E. Wolfe Thesis Award, until further review.</p> <p>New Motion:</p> <p>To refer the Governance Roadmap “Neither” Recommendations back to the Governance and Nominating Committee for further consultation and to report back at a future Council meeting.</p> <p>DEFEATED.</p> <p>ORIGINAL MOTION CARRIED</p>	Complete
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555-3.4a	24-Feb-23	3.4a Governance Roadmap – Phase 4: Order of Honour Review	<p>Original Motion: That, effective immediately, Council hereby approves the revised nomination and selection criteria for the Order of Honour, as proposed by AWC and as presented at C-555-3.4a, Appendix A.</p> <p>That, effective immediately, Council hereby approves the change of the AWC name to the Order of Honour Selection Committee (O SC), as proposed by AWC.</p> <p>New Motion: To refer the Order of Honour Review back to the Governance and Nominating Committee for further consideration and to report back to Council at the March 2023 meeting.</p> <p>CARRIED</p>	In progress
555-3.3	24-Feb-23	Nomination of PEO Director to Engineers' Canada Board	<p>That Tim Kirkby, P.Eng., be nominated as a PEO Director to the Engineers Canada Board of Directors, for a three-year term effective as of the 2023 Engineers Canada Annual General Meeting.</p> <p>CARRIED</p>	Complete
555-2.4	24-Feb-23	Changes to the 2023 Statutory and Regulatory Committees' Membership Lists	<p>That Council appoint chairs to the Academic Requirements Committee (ARC) and Consulting Engineers Designation Committee (CEDC) as presented to the meeting at C-553-2.4, Appendix A.</p> <p>CARRIED</p>	Complete
555-2.1	24-Feb-23	Open Session Minutes – 552nd Council Meeting	<p>That the minutes of the 552nd meeting of Council, held November 25, 2022, as presented to the meeting at C-555-2.1, Appendix A, accurately reflect the business transacted at that meeting.</p> <p>CARRIED</p>	Complete
555-2.0	24-Feb-23	Consent Agenda	<p>2.1 Minutes – 552nd Council Meeting – November 25, 2022</p> <p>2.2 Engineers Canada Directors Report</p> <p>2.3 Governance Committee Reports</p> <ul style="list-style-type: none"> <li>• Audit and Finance Committee (AFC)</li> <li>• Governance and Nominating Committee (GNC)</li> <li>• Human Resources and Compensation Committee (HRCC)</li> <li>• Regulatory Policy and Legislation Committee (RPLC)</li> </ul> <p>CARRIED</p>	Complete

552-3.5	25-Nov-22	Statutory And Regulatory Committee Membership Lists	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.	Complete
552-3.2	25-Nov-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-552-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-552-3.2, 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-552-3.2, Appendix A, Section 3.</p> <p>CARRIED</p>	Complete
552-3.1	25-Nov-22	Open Session Minutes – 549th Council Meeting	<p>That the minutes of the 549th meeting of Council, held September 23rd 2022, as presented to the meeting at C-552-3.1, Appendix A, accurately reflect the business transacted at that meeting.</p> <p>CARRIED</p>	Complete
552-3.0	25-Nov-22	Consent Agenda	<p>That the consent agenda be approved, consisting of:</p> <p>3.1 Minutes – 549th Council meeting – September 23, 2022</p> <p>3.2 Consulting Engineer Designation Applications</p> <p>3.3 Engineers Canada Directors Report</p> <p>3.4 Governance Committee Reports</p> <p>3.5 Changes to the 2022 Statutory and Regulatory Committees' Membership Lists</p> <p>CARRIED</p>	Complete

552-2.10	25-Nov-22	Membership Referendum on "PEAK"	<p>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 examined carefully by Council. If timing of this referendum is not possible concurrent with the 2023 elections vote, the poll shall be conducted separately.</p> <p>(2) An article outlining the "pro" and "con" positions shall be published in Engineering Dimensions, emailed to members, and posted on the PEO website prior to the referendum.</p> <p>(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. DEFEATED</p>	Complete
552-2.7	25-Nov-22	Safe Disclosure ("Whistleblower") Policy	<p>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"</p> <p>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. CARRIED</p>	Complete
552-2.6	25-Nov-22	Borrowing Resolution Policy	<p>That Council:</p> <p>a) approve the borrowing of money upon the credit of the association by way of:</p> <p>i) an operating overdraft up to an amount not to exceed CAD\$250,000; and</p> <p>ii) use of corporate credit cards with an aggregate limit not to exceed CAD\$120,000.</p> <p>b) in compliance with PEO's Internal Control Banking Policy, hereby confirms that this Borrowing Resolution is to expire on January 31, 2024.</p>	Complete

552-2.5	25-Nov-22	2023 Capital Budget	That Council approve the draft 2023 capital budget reviewed by the Audit and Finance Committee and as presented to the meeting at C-552-2.5, Appendix A CARRIED	Complete
552-2.4	25-Nov-22	2023 Operating Budget	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. CARRIED	Complete

552-2.3	25-Nov-22	Compliance with FARPACTA: Academic Equivalency and the Canadian Experience Requirement	<p>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.</p> <p>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.</p> <p>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.</p> <p>There was a friendly amendment to vote on part 1 separately, and to vote on parts 2 and 3 together.</p> <p>First proposed amendment to Part 1:</p> <p>1. That Council recognize that obtaining a bachelor's degree in an engineering program that is:</p> <p>(a) identified as legitimate in the International Institutions and Degrees Database (IIDD) administered by Engineers Canada, and</p> <p>(b) subject to successful completion of a confirmatory examination program to be specified by PEO in consultation with subject matter experts, is the engineering educational qualification equivalent to a bachelor's degree in a</p>	Complete
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549-3.2	23-Sep-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-549-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-549-3.2, 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-549-3.2, Appendix A, Section 3.</p> <p>CARRIED</p>	Complete
549-3.1	23-Sep-22	Open Session Minutes – 548th Council Meeting	That the minutes of the 548th meeting of Council, held June 24th 2022, as presented to the meeting at C-549-3.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED	Complete
549-3.0	23-Sep-22	Consent Agenda	<p>That the consent agenda be approved, consisting of:</p> <p>3.1 Minutes – 549th Council meeting – June 24, 2022</p> <p>3.2 Consulting Engineer Designation Applications</p> <p>3.3 Engineers Canada Directors Report</p> <p>3.4 Governance Committee Reports and 2022-2023 Workplans</p> <p>CARRIED</p> <p><b>For: 19</b></p> <p>V. Banday 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 L. Roberge S. Schelske P. Shankar R. Walker</p> <p><b>Against: 0</b></p> <p><b>Abstain: 0</b></p>	Complete

549-2.14	23-Sep-22	Reimbursement Policy: Chapter Volunteers	<p>That Council direct the Audit &amp; 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.</p> <p>Move to refer the motion back to the Regional Congress Committee for further review. DEFEATED</p> <p><b>For: 2</b> T. Kirkby P. Shankar</p> <p><b>Against: 21</b> 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</p> <p><b>Against: 0</b></p> <p>Council then voted on the original motion. CARRIED</p> <p>For: 18 A. Arenja V. Banday 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</p> <p>Against: 2 R. Brunet T. Kirkby</p> <p>Abstain: 2 G. Nikolov S. Sung</p>	In progress
549-2.13	23-Sep-22	Recommendations on AGM Submissions	<p>That a regulatory impact assessment be conducted as per AGM 2022 Submission #3: Climate Change. DEFEATED</p> <p><b>For: 6</b> V. Banday C. Chahine J. Chisholm R. Fraser V. Hilborn P. Shankar</p> <p><b>Against: 13</b> A. Arenja C. Bellini R. Brunet C. Chiddle C. Cutler A. Dryland S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Sung R. Walker</p> <p><b>Abstain: 3</b> D. Kiguel T. Kirkby S. Schelske</p>	Complete



549-2.11	23-Sep-22	Data Protection Policy	<p>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</p> <p>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</p> <p><b>For: 21</b>  A. Arenja C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm C. 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</p> <p><b>Against: 0</b>  <b>Abstain: 0</b></p>	In progress
549-2.10	23-Sep-22	Workplace Violence and Harassment Policy Update	<p>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</p> <p><b>For: 21</b>  A. Arenja C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm C. 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</p> <p><b>Against: 1</b>  V. Banday</p> <p><b>Abstain: 0</b></p>	In progress

549-2.9	23-Sep-22	Guideline on Attendance at Council and Governance Committee Meetings	<p>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.</p> <p><b>CARRIED</b></p> <p><b>For: 14</b>  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</p> <p><b>Against: 6</b>  V. Banday C. Chahine C. Cutler R. Fraser D. Kiguel T. Kirkby</p> <p><b>Abstain: 1</b></p>	Complete
549-2.8	23-Sep-22	By-law Amendments: Council Directions	<p>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.</p> <p>2/3 majority of votes cast required to carry</p> <p><b>CARRIED</b></p> <p><b>For: 15</b>  A. Arenja C. Bellini R. Brunet C. Chiddle C. Cutler A. Dryland V. Hilborn S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske S. Sung R. Walker</p> <p><b>Against: 5</b>  V. Banday C. Chahine R. Fraser D. Kiguel T. Kirkby</p> <p><b>Abstain: 1</b>  P. Shankar</p>	Complete

549-2.7	23-Sep-22	By-Law Amendments: Financial Approvals	<p>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.</p> <p>2/3 majority of votes cast required to carry <b>CARRIED</b></p> <p><b>For: 19</b> A. Arenja C. Bellini R. Brunet C. Chahine C. Chiddle L. Cutler A. Dryland V. Hilborn D. Kiguel T. Kirkby S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p><b>Against: 3</b> V. Banday J. Chisholm R. Fraser</p> <p><b>Abstain: 0</b></p>	Complete
548-2.3	24-Jun-22	Signing Authority: Policy Direction Regarding By-law Amendment – Recommendation From Audit And Finance Committee AFC	<p>That Council approves the recommendation by the Audit and Finance Committee to update the signing authority for deeds, transfers, contracts, and other instruments requiring the signature of the Association, and that Council directs that an appropriate by-law amendment be prepared for its consideration as soon as practicable.</p> <p><b>CARRIED</b></p>	Complete
548-2.4	24-Jun-22	2023 Elections – Recommendation From Governance And Nominating Committee (GNC)	<p>That Council defer the recommendations from the Governance and Nominating Committee (GNC) regarding the 2023 elections back to GNC.</p> <p><b>DEFEATED</b></p> <p>Recorded Vote <b>For: 7</b> V. Banday R. Fraser D. Kiguel T. Kirkby L. Notash S. Sung G. Wowchuk <b>Against: 15</b> C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm L. Cutler A. Dryland V. Hilborn S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske R. Walker <b>Abstain: 1</b> P. Shankar</p>	Complete

		<p>That item g) be added to the list of recommendations with respect to the 2023 Council election “include Equity, Diversity and Inclusion (EDI) improvement changes as defined at Council meeting C-548.”</p> <p>CARRIED</p> <p>Council then voted on the original motion as amended.</p> <p>That Council, with respect to the 2023 Council election:</p> <p>a)approve the 2023 Voting Procedures, as presented to the meeting at C-548-2.4, Appendix A;</p> <p>b)approve the 2023 Election Publicity Procedures, as presented to the meeting at C-548-2.4, Appendix B</p> <p>c)approve the 2023 Nomination Form as presented to the meeting at C-548-2.4, Appendix C;</p> <p>d)approve the 2023 Nomination Acceptance Forms for President-Elect, Vice President, Councillor-at-Large, and Regional Councillor as presented to the meeting at C-548-2.4, Appendix D;</p> <p>e)appoint the Regional Election and Search Committees (RESC) for each Region;</p> <p>f)appoint the Junior Regional Councillor in each Region (Dana Montgomery, P.Eng., Tim Kirkby, P.Eng., David Kiguel, P.Eng., Vicki Hilborn, P.Eng., Pappur Shankar P.Eng.) as Chair of the RESC for their Region.</p> <p>g)include Equity, Diversity and Inclusion (EDI) improvement changes as defined at Council meeting C-548.</p>	Complete
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548-2.5	24-Jun-22	Strategic Planning Goals	<p>That Council vote on each of the four strategic planning goals separately. DEFEATED</p> <p>Whereas Council, informed by the best available feedback and evidence from stakeholders, the public, and other jurisdictions, met on May 12-13 and agreed upon the key elements of a Strategic Plan; and Had the opportunity to confirm these elements by survey, Therefore, the following elements will form PEO's 2023-25 Strategic Plan:</p> <p>Goal 1: Improve PEO's licensing processes, without compromising public safety. We will do this by:</p> <ul style="list-style-type: none"> <li>•Creating a fair, transparent, accessible and efficient application process that maintains competency and complies with FARPACTA by July 1, 2023</li> <li>•Reviewing licensing business processes and implementing changes to improve efficiency without sacrificing public safety or information security by January 1, 2025</li> <li>•Ensuring all licensing activities reflect the values of equity, diversity and inclusion</li> </ul> <p>Goal 2: Optimize organizational performance. We will initiate this by:</p> <ul style="list-style-type: none"> <li>•Updating and developing standards and practice guidelines</li> <li>•Ensuring adequate IT infrastructure, improving our capacity to collect and manage data</li> </ul>	Complete
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			<p>Goal 3: Implement a continuous governance improvement program. We will do this by:</p> <ul style="list-style-type: none"> <li>•Ensuring orientation for Councillors and PEO's Executive Leadership Team</li> <li>•Ensuring Committees and Council have the necessary evidence to support quality decision-making</li> <li>•Establishing metrics for governance performance, which include principles of equity, diversity and inclusion by spring 2023 and implementing an annual review</li> </ul> <p>Goal 4: Refresh PEO's vision to ensure all stakeholders see relevance and value in PEO. We will do this by:</p> <ul style="list-style-type: none"> <li>•facilitating meaningful dialogue with members and other stakeholders</li> <li>•undertaking required research</li> <li>•developing a proposed vision for consultation</li> </ul> <p>CARRIED Recorded Vote</p> <p><b>For: 19</b> C. Bellini R. Brunet C. Chahine C. Chiddle L. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Notash L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p><b>Against: 3</b> V. Bandav T. Kirkbv G. Wowchuk</p>	Complete
548-2.6	24-Jun-22	CEO/Registrar Goals For 2022-2023 – Recommendation From Human Resources And Compensation Committee (HRCC)	That Council approve the CEO/Registrar goals as presented at C-548-2.6, Appendix A (Performance Review Form). CARRIED	Complete

548-3.2	24-Jun-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-548-3.2, Appendix A, Section 1.</p> <p>2.That Council approve the applications for redesignation as Consulting Engineer as set out in C-548-3.2, 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-548-3.2, Appendix A, Section 3.</p> <p>CARRIED</p>	Complete
548-3.3	24-Jun-22	Statutory Committees – Re-appointments Subject To Approval By The Attorney General	<p>To re-appoint members, who are not members of the Council nor members of the Association, as specified in C-548-3.4, Appendix A, to their respective committees for three (3) year terms subject to and effective as of the date of approval by the Attorney-General as required pursuant to sections 19.1(1)1ii, 25.(1)(b) and 27(1)3ii of the Professional Engineers Act.</p> <p>CARRIED</p>	Complete
548-3.4	24-Jun-22	Central Election And Search Committee	<p>The following motion, approved in-camera, was moved into open session.</p> <p>That:</p> <p>a)Michael Chan, P.Eng., and Dave Estrella, P.Eng. be appointed as the the additional members to the 2022-2023 Central Election and Search Committee;</p> <p>b)that the 2021-2022 Central Election and Search Committee be stood down with thanks at the close of this Council meeting; and</p> <p>c)that the 2022-2023 Central Election and Search Committee be constituted at the close of this Council meeting</p> <p>d)Request the CESC to advise Council of decision-making criteria used to recommend the two candidates noted above.</p> <p>CARRIED</p>	

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 Banday, 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.1.1.1. – 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. 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 <u>setting out the above process in a regulation or by-law</u>. 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