



## Minutes

# Minutes

C-558-Reports

**13<sup>th</sup> Meeting of the AUDIT AND FINANCE COMMITTEE (AFC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Thursday, April 20, 2023, 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)  
Paul Mandel, MBA, CPA, CA, CBV, CFF, Lieutenant Governor-in-Council Appointee  
Pappur N. Shankar, P.Eng., FEC, West Central Region Councillor  
Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee  
Randy Walker, P.Eng., FEC, Eastern Region Councillor

**Regrets:** Vajahat H. Banday, P.Eng., MSEE, MSCE, PE (Michigan), FEC, Councillor-at-Large  
Roydon A. Fraser, Ph.D., P.Eng., FEC, President-Elect (ex-officio)  
Christian Bellini, P.Eng., Past-President (ex officio)

**Guests:** Tommy Trinh, Investment Manager, Jarislowsky Fraser

**Staff:** Arun Dixit, Vice-President, Corporate Operations & Digital Transformation  
Chetan Mehta, MS, MBA, Director, Finance  
Peter Cowherd, CPA, CMA, Manager, Financial Services & Procurement  
Meg Feres, Supervisor, Council Operations  
Antora Anowar, Council & Committee Coordinator

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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.

Moved by Councillor Sung, seconded by Councillor Mandel:

**That the agenda for the April 20, 2023, meeting be approved as presented.**

**CARRIED**

### Conflicts of Interest

No conflicts were declared.

### Consent Agenda: Previous Minutes

No revision or errors were noted.

Moved by Councillor Mandel, seconded by Councillor Shankar:

**That the open session minutes of the Audit and Finance Committee, held on Thursday, March 16, 2023, accurately reflect the business transacted at the meeting.**

**CARRIED**  
**Councillor Sung abstained**

[N. Colucci joined at 5.18p.m.]

### **Presentation on Investment Portfolio by fund manager from JFL followed by Q&A Session**

The Committee received a presentation on the first quarter portfolio by fund manager, T. Trinh from Jarislowki Fraser, PEO's investment manager. The presentation included an overview of market returns and portfolio performance in Q1 2023 and information on key economic trends.

Furthermore, an overview of asset allocation was reviewed and the committee was informed that while PEO did have a small portion of its portfolio invested in Canadian, US and international equities, overall, it had a conservative portfolio with a majority of its investment in fixed income instruments.

T. Trinh also provided an overview of the framework used by Jarilowki Fraser for integrating environmental, social and governance (ESG) factors when making investment decisions.

The committee inquired about several items in the presentation and acknowledged that the market had performed much better in the first three months in comparison to the last financial year.

On being asked whether any changes to the asset mix outlined in the SIPP (Statement of Investment Policy and Procedures) were necessary to mitigate/manage risks to PEO's investment portfolio, given the current and expected trends in the economy, T. Trinh confirmed that no further changes to the SIPP were necessary since the risk/return expectations of the committee remain unchanged.

[R. Walker joined at 5.40 p.m.]

[T. Trinh left at 6:05 p.m.]

### **Update on Meeting with RCC**

An update was provided by staff on the RCC meeting in March 2023. Staff had been requested to attend the meeting to answer committee members' questions and to receive feedback on some of the concerns and priorities at the Chapters level. Three main requests were discussed:

1. Detailed financial reports: Staff advised that this request was completed and detailed statements are being provided to each of the 36 Chapters.
2. Addition of the Chapter treasurer as an approver in the Certify expense platform: Staff confirmed that this request will be operationalized this year.
3. Issue credit cards: Further discussion needs to take place amongst committee members regarding the Chapters' expectation regarding credit cards, credit limits, and terms of usage. Staff informed the AFC that finance staff will present the feedback/inputs provided from RCC (through the Chapters office) for further discussion.

A committee member inquired if a review of the expense reimbursement policy is required in follow up to a discussion at the September 2022 Council meeting regarding the reimbursement of expenses for significant others.

The chair and the staff advised that the existing policy adequately addresses the matter, and no further action is required.

## **Review of Financial Statements for the Three Months Ended March 31, 2023**

Staff provided an overview of the financial statements of the first three months of 2023. The total revenue is \$8.7 million versus the budget projection of \$7.8 million due largely to the higher investment income. Expenses incurred from January – March 2023 was \$6.3 million dollars, roughly \$200k under budget. Staff further presented the expenses and revenues pertaining to the PEO building and in the first quarter the revenues exceeded expenses.

Staff answered various queries regarding unfilled salaried positions, funds for councillor training, projected variances, and projected expenditure in the upcoming financial quarters.

[N. Colucci left at 6.40 p.m.]

## **Update on Pension Plan**

Staff reported that the Pension Committee has not met since the AFC received its last update in March 2023 but a meeting will be held after the AGM. In addition, the various standard regulatory filings will be made as scheduled in the project plan.

Staff answered queries regarding the pension plan investments in the first quarter of the year.

## **Update on Financial Risks**

Staff informed the committee that there are no significant or extraordinary matters that they were aware of and had to report.

## **Motion to Move In Camera**

Moved by Councillor Walker, seconded by Councillor Mandel:

**That the Committee move in camera.**

**CARRIED**

## **In Camera**

The Committee met in camera at 7:00 p.m.

## **Return to Open Session**

The Committee returned to open session.

## **Next Meeting Date**

To be determined (for the 2023-2024 term)

There being no further business, the meeting concluded at 7:15 p.m.

These minutes consist of 3 pages.

“Lorne Cutler”

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L. Cutler, P.Eng., Committee Chair

“Marina Solakhyan”

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M. Solakhyan, Director, Governance



## Minutes

# Minutes

C-558-Reports

**12<sup>th</sup> Meeting of the AUDIT AND FINANCE COMMITTEE (AFC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Thursday, March 16, 2023, at 5:00 p.m.**

- Present:** Lorne Cutler, P.Eng., MBA, Chair, Vice President, and Lieutenant Governor-in-Council Appointee  
Vajahat H. Banday, P.Eng., MSEE, MSCE, PE (Michigan), FEC, Councillor-at-Large  
Paul Mandel, MBA, CPA, CA, CBV, CFF, Lieutenant Governor-in-Council Appointee  
Pappur N. Shankar, P.Eng., FEC, West Central Region Councillor  
Randy Walker, P.Eng., FEC, Eastern Region Councillor
- Regrets:** Nick Colucci, P.Eng., B.A.Sc., MBA, FEC, President (ex-officio)  
Roydon A. Fraser, Ph.D., P.Eng., FEC, President-Elect (ex-officio)  
Christian Bellini, P.Eng., Past-President (ex officio)  
Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee
- Staff:** Patricia Buffone, Director, Human Resources  
Chetan Mehta, MS, MBA, Director, Finance  
Meilisa Soepiter, CPA, CGA, Controller, Finance  
Peter Cowherd, CPA, CMA, Manager, Financial Services & Procurement  
Meg Feres, Supervisor, Council Operations  
Antora Anowar, Council & Committee Coordinator
- Guests:** Steve Stewart, Partner and Auditor, Deloitte

## Call to Order

The meeting was called to order by the Chair at 5:14 pm and the agenda was presented to the members for feedback.

## Approval of Agenda

Moved by Councillor Walker, seconded by Councillor Mandel:

**That the agenda for the March 16, 2023, meeting be approved as presented.**

**CARRIED**  
**(V. Banday abstained)**

## Conflicts of Interest

No conflicts were declared.

## Consent Agenda: Previous Minutes

No revisions or errors were noted.

Moved by Councillor Mandel, seconded by Councillor Walker:

**That the open session minutes of the Audit and Finance Committee, held on Thursday, October 18, 2022, accurately reflect the business transacted at the meeting.**

**CARRIED**  
**(V. Banday voted against)**

[P. Shankar joined at 5:21 p.m.]

### **Presentation of 2022 Audit Report and 2022 Audited Financial Statements**

The Committee received a presentation of the 2022 Audit Report from S. Stewart including an overview of the audit scope and terms of engagement; significant audit risks; other audit risks and significant events; significant accounting practices, judgements, and estimates; and communication requirements and other reportable matters. It was noted that the financial statements were prepared in accordance with the accounting standards for NPO's (Not-for-Profit Organizations) for the year ending December 31, 2022 and audited in accordance with Canadian Generally Accepted Auditing Standards (GAAS)

S. Stewart confirmed that Deloitte have reported no material issues or concerns would be issuing an unmodified audit opinion for 2022.

Staff reviewed aspects of the draft financial statements related to revenues and expenses, including an overview of key variance analyses on the 2022 financial statements.

[P. Buffone signed off at 6:05 p.m.]

For the year ended December 31, 2022, Professional Engineers Ontario ("PEO") generated an excess of revenue over expenses of \$5.5m before Council discretionary reserve expenses as compared to \$8.1m in 2021. The surplus was reduced by Council discretionary spend of \$3.5m in 2022 as compared to \$1.6m in 2021 resulting in a net excess of revenues over expenses of \$2.1m as compared to \$6.5m in 2021. There was discussion related to the 2022 Council discretionary expenses, including Centennial Events, HR related matters, governance related matters, FARPACTA, IDDC project, and contractors for IT initiatives. There was a suggestion to reclassify some items to provide more specific descriptions.

Staff answered various queries relating to the Financial Statement related to expenses, revenues, assets, and liabilities.

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

Moved by Councillor Mandel, seconded by Councillor Walker:

**That the Committee meet in camera with Steve Stewart.**

**CARRIED**  
**(V. Banday abstained)**

[Staff left the meeting at 6:37 p.m.]

### **In Camera Meeting**

The Committee met in camera with Steve Stewart.

[S. Stewart signed off at 6:50 p.m.]

## Return to Open Session

The Committee returned to open session.

[Staff re-joined the meeting at 7:00 p.m.]

## Approval of 2022 Draft Audited Financial Statements

Moved by Councillor Mandel, seconded by Councillor Shankar:

**That the Audit and Finance Committee recommends that Council approve the draft audited financial statements for the year ended December 31, 2022.**

**CARRIED**

## Approval of Auditor for Fiscal Year 2023

Staff informed the committee that PEO is under contract with Deloitte for five years. Every year the contract needs to be renewed and this was the third year into the five-year contract with Deloitte.

In response to a query, staff noted its satisfaction with the service of the auditor and recommended to renewal of the contract.

Moved by Councillor Shankar, seconded by Councillor Mandel:

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

**CARRIED**

## Update on Pension Plan and 2022 Pension Fund Audit

Staff reported that the Pension Committee meeting held recently. No issues were identified.

Staff answered various queries regarding valuation and the rates of return on investments.

## Update on Financial Risks

Staff informed the committee that there are no significant or material risks to report. The existing risks are continuously being monitored. The committee recognized that revenues and the performance of PEO's investments need to be monitored closely to measure the impact of Compulsory Professional Development (CPD) program and to better understand how PEO's financial resources would be accessed should it be required due to a negative effect on cash flow due to declining revenues.

## AFC Action Items – as of March 16, 2023

No	Action Item	Responsible	Status/Due Date
1	Approval of 2022 Draft Audited Financial Statements	Staff	March 31 Council meeting
2	Approval of Auditor for Fiscal Year 2023	Staff	March 31 Council meeting

## Motion to Move In Camera

Moved by Councillor Mandel, seconded by Councillor Shankar:

**That the Committee move in camera.**

**CARRIED**

### **In Camera**

The Committee met in camera at 7:30 p.m.

### **In Camera Meeting**

The Committee held an in camera meeting.

### **Return to Open Session**

Moved by Councillor Mandel, seconded by Councillor Walker:

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

**CARRIED**

### **Adjournment**

Moved by Councillor Walker, seconded by Councillor Shankar:

**That the meeting adjourn at 8.00 p.m.**

**CARRIED**

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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 20<sup>th</sup> Meeting of the GOVERNANCE AND NOMINATING COMMITTEE (GNC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Tuesday, April 18, 2023, at 9:00 a.m.

**Present:** Arjan Arenja, P.Eng., Chair and Lieutenant Governor-in-Council Appointee  
Christian Bellini, P.Eng., Past-President  
Nick Colucci, P.Eng., President (ex officio)  
Roydon Fraser, P.Eng., President-Elect  
Tim Kirkby, P.Eng., Eastern Regional Councillor  
Susan MacFarlane, P. Eng., Western Region Councillor  
George Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee (in person)

**Regrets:** Greg Wowchuk, P.Eng., Vice President (elected)

**Staff:** Jennifer Quaglietta, CEO/Registrar  
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
Arun Dixit, VP, Corporate Operations & Digital Transformation  
Marina Solakhyan, Director, Governance  
Sheetal Rawal, Research and Policy Analyst - Special Projects  
Rob Dmochewicz, Recognition Coordinator  
Meg Feres, Supervisor, Council Operations  
Antora Anowar, Council & Committee Coordinator

**Guests:** Vicki Hilborn, P.Eng., Western Regional Councillor  
David Kiguel, P.Eng., Eastern Central Regional Councillor  
Marisa Sterling, P.Eng., Central Election and Search Committee (CESC) Chair

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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, staff, and guests.

## Approval of Agenda

The Chair reviewed the draft agenda and requested that item 7.0, "CESC's 2023 Election Issues Report" be discussed before Item 6.0 and that item 5.0 be included as a part of the consent agenda.

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

**That the agenda for the April 20, 2023, meeting be approved as amended.**

**CARRIED**

## Conflicts of Interest

No conflicts were declared.



## **Consent Agenda: Previous Minutes**

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

**That the minutes from the 19<sup>th</sup> open session meeting of the Governance and Nominating Committee, held on March 13, 2023, accurately reflect the business transacted at that meeting.**

**CARRIED**

## **Consent Agenda: Action Items from Previous Meetings**

The action items from previous meetings were reviewed. No discussion of these items took place.

## **CESC's 2023 Election Issues Report**

The CESC Chair reviewed the CESC's 2023 Election Issues Report, comprised of eight issues and their associated recommendations and rationales.

The committee members discussed aspects of the Issues Report, including the scope of CESC Mandate. In response to a question regarding technical and operational issues being absent from the report, the CESC Chair noted that the issues in the report address matters that are within the scope of the CESC according to Regulation 941 and the Terms of Reference, and do not address operational matters. It was also noted that it is the Chief Elections Officer who must address operational issues that arise during the course of an election and report these to Council.

*[V. Hilborn joined the meeting at 9:31 a.m.]*

There was general agreement among members of the GNC the issues raised in the CESC's report can be considered in the context of the broader election review process that is underway and being overseen by the GNC. These issues include, for example:

- Conflict of interest vis-à-vis CESC composition and its dual mandate to encourage nominations and also adjudicate complaints;
- Role of the Chief Elections Officer; and
- Clarifying the structures and roles of applicable committees, including the GNC, the CESC, and the Regional Elections and Search Committee (RESC).

The Chair thanked the CESC Chair for attending the meeting and presenting the CESC's 2023 Election Issues Report.

*[M. Sterling left at 9:44 a.m.]*

## **Recommendations for Appointments to Committee and Other Board Positions for the 2023/2024 Term**

*[N. Colucci joined the meeting at 9:46 a.m.]*

During the period March 16 to March 30, 2023, Councillors were invited to respond to an Expressions of Interest Survey to specify preferences for serving on governance committees, Executive Committee (EXE), Discipline Committee (DIC), and to indicate interest in being appointed Council Chair and Vice President for the 2023-2024 term. They received the four Governance Committee Charters and information regarding criteria for the other positions. Respondents were given opportunities to review their answers prior to completion, and to change their answers following completion before the survey deadline. The purpose of this agenda item is to make appointment recommendations to Council for 2023-2024 governance committees; and to consider whether to make recommendations with respect to appointments to Board committees and other positions.

Staff informed the committee members that in accordance with the existing governance direction from Council, each member of Council must serve on at least one committee. Committee members agreed that recommendations be based on each councillor's first choice and that any councillor that wishes to be a member of more than one committee can present their rationale to the Council for decision at the May 5, 2023 meeting. It was noted that

Councillor Kiguel's indication of interest is for appointment to both the RPLC and the GNC. Notwithstanding, the GNC agreed to recommend him for appointment to the RPLC with the understanding that at the Council meeting on May 5, Councillor Kiguel may request an appointment to the GNC, as well.

The GNC agreed that it would make no recommendations to Council as to the following appointments:

- 4 Governance Committee Chairs;
- Executive Committee Member(s);
- Discipline Committee Member;
- Council Meeting Chair; and
- Vice President

These appointments will be made via secret vote at the May 5 Council meeting.

Moved by President Colucci (ex-officio), seconded by Past President Bellini.

**1. That the Audit and Finance Committee be composed of Council members appointed for the 2023-2024 Council year.**

- Lorne Cutler, P.Eng., MBA, Chair, Vice President, and Lieutenant Governor-in-Council Appointee
- Tim Kirkby, P.Eng., Eastern Region Councillor
- Paul Mandel, MBA, CPA, CA, CBV, CFF, Lieutenant Governor-in-Council Appointee
- George Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee
- Ravinder Panesar, P.Eng., West Central Region Councillor
- Pappur N. Shankar, P.Eng., FEC, West Central Region Councillor
- Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee

**2. That the Governance and Nominating Committee be composed of Council members, appointed for the 2023-2024 Council year.**

- Arjan Arenja, P.Eng., Lieutenant Governor-in-Council Appointee
- Vaj Banday, P.Eng., Councillor-at-Large
- Christopher Chahine, P.Eng., Vice President (elected)
- Nanda Lwin, P.Eng., East Central Region Councillor
- Susan MacFarlane, P.Eng., Western Region Councillor
- Glen Schjerning, P.Eng., Councillor-at-Large

**3. That the Human Resources and Compensation Committee be composed of Council members, appointed for the 2023-2024 Council year.**

- Andy Dryland, CET, Lieutenant Governor-in-Council Appointee
- Dana Montgomery, P.Eng., Northern Region Councillor
- Luc Roberge, P.Eng., Northern Region Councillor
- Scott Schelske, P.Eng., Lieutenant Governor-in-Council Appointee

**4. That the Regulatory Policy and Legislation Committee be composed of Council members,] appointed for the 2023-2024 Council year.**

- Vicki Hilborn, P.Eng., Western Region Councillor
- David Kiguel, P.Eng., East Central Region Councillor
- Michelle Liu, P.Eng., Eastern Region Councillor
- Leila Notash P.Eng., Councillor-at-Large
- Uditha Senaratne, P.Eng., Lieutenant Governor-in-Council Appointee

**CARRIED**

## **Election Process Review**

Staff reported that Governance and Nominating Committee's review of PEO's election process is continuing. Council was recently updated on the GNC's ongoing work to review PEO's elections and make recommendations aimed at reforming and modernizing them. The update included information regarding Elections Canada's Electoral Integrity Framework principles (accessibility, security, transparency, reliability, independence, and fairness), as well as 11 recommendations.

Staff informed the committee that any item/issues that does not require a regulatory change will be brought forward to the Council's attention in the next term.

With respect to the recommendation regarding role clarification and appointment of a CEO for the 2024 election, there was discussion related to the composition of the sub-committee overseeing the process and if it should be limited to members of the GNC. In terms of the four recommendations overall, there was discussion regarding the importance of quality assurance and continuous improvement, particularly in this case where there is a relatively short timeline in which to make significant changes to processes and procedures.

By general consensus, the GNC agreed that:

1. Staff should proceed with the activities necessary to bring recommendations forward to Council at its June and September 2023 meetings to prepare for the 2024 election on the following:
  - i. Chief Elections Officer (CEO): role clarification and appointment of CEO for 2024 election;
  - ii. Official Elections Agent (OEA): security information and designation of OEA for 2024 election;
  - iii. Guidelines for staff, Council member, and volunteer actions and conduct during elections; and
  - iv. Review and update of election procedural documents.
2. With respect to point 1i above, the sub-committee overseeing the work, including development of the Request for Proposal, should be comprised of Council members, not limited to the GNC.
3. Changes to the 2024 approved by Council will be proposed as a trial to be reviewed before the rules are decided for 2025.

## **Closing Remarks and Priorities for 2023-2024**

The Chair reviewed GNC's priorities for the next Council term based on work begun or carried over from the 2022/2023 term. The 2023/2024 proposed work plan will be provided to the GNC at its first meeting of the new term.

The following items are in progress and will be carried forward in the next term:

### *Council Election Process Review*

Implementation of GNC directions. On Feb 24, 2023, Council received an update on the Governance and Nominating Committee's ongoing work to review PEO's elections and make recommendations aimed at reforming and modernizing them. Council expressed general satisfaction with the proposed approach and next steps. GNC will oversee the required work.

### *Council Remuneration Framework*

Motion approved at February 24, 2023 Council Meeting:

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.

*Development of one or more Advisory Groups to replace the Licensing, Enforcement and Professional Standards Committees*

Motion approved at March 31, 2023 Council Meeting

*Governance Controls and Options vis-à-vis Expectations for Director Conduct, Forms of Misconduct*

Added to GNC workplan based on outcome of Nov 3, 2022, HRCC meeting. Research findings will be presented to the GNC. This proposal will be brought to GNC before it goes to Council for approval.

The following items are still pending start and are included in the workplan for 2023/24 GNC work plan:

*2022-23 Strategic Plan Goal #3: Establishing Metrics for Governance Performance*

Including principles of equity, diversity and inclusion.

*Review Nomination Processes for PEO Appointments to External Organizations*

For example, Engineers Canada Board, Canadian Engineers Qualification Board (CEQB). Recommend improvements to Council.

*Risk Management Plan*

Review and monitor PEO's risks related to governance, the nomination and election process and the steps taken by management to mitigate those risks.

*GNC Mandate/Charter*

Review the sufficiency of mandate and recommend changes to Council.

**Review of This Meeting's Actions**

Responsible	Action	Date Assigned	Status/Due Date
Staff	Election process review <ul style="list-style-type: none"><li>Staff to proceed with work on the four areas proposed</li></ul>	April 18, 2023	GNC Meeting: May 2023
Staff	Appointments to committee and other board positions for the 2023/2024 term: <ul style="list-style-type: none"><li>4 Governance Committees</li><li>Governance Committee Chairs</li><li>Executive Committee</li><li>Discipline Committee</li><li>Council Chair</li><li>Vice President (Appointed)</li></ul>	April 18, 2023	Council Meeting: May 5, 2023

*[R. Dmochewicz joined the meeting at 11:23 a.m.]*

**Motion to Move In Camera**

Before moving in camera, Committee members and staff expressed their thanks and appreciation to each other and to the Committee Chair as the work of the GNC concludes for the 2022-2023 Council term.

Moved by Past President Bellini, seconded by Councillor Nikolov:

**That the Committee move in camera.**

**CARRIED**

[V. Hilborn and D. Kiguel signed off at 11:25 am]

### **In Camera**

The Committee met in camera to discuss agenda item 12.1.

### **Return to Open Session**

The Committee returned to open session at 11:37 am.

### **Other Business**

#### **In Camera Eligibility**

There was a discussion regarding the governance policy regarding attendance at the in camera portion of committee meetings. Staff responded that all Councillors are eligible to attend an in camera session of committee meetings even when they are not members of a particular committee.

#### **Sterling Award Review**

This item was addressed in camera. The GNC agreed to move the approved motion into open session.

**Moved by President-Elect Fraser, seconded by President Colucci:**

**That the following recommendations be made to Council:**

- **Suspend the G. Gordon M. Sterling Engineering Intern Award for a year, until further review. This would be consistent with Council's decision from February 24, to suspend the V.G. Smith Award and S.E. Wolfe Thesis Award programs, which are also affected by the upcoming changes to PEO licensing application process.**
- **Sterling Award Subcommittee: Review and redesign the criteria to address the changes to PEO licensing process and the EIT program, and to assist PEO licence applicants after May 15, 2023.**
- **Report back to GNC and Council after a period of one year, to verify if a revised Sterling Award program is aligned with PEO governance model and PEO's focus on its regulatory mandate.**

### **Next Meeting**

TBD (May 2023 – part of 2023-24 Council term)

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There being no further business, the meeting concluded at 11:40 a.m.

These minutes consist of 6 pages.

“Arjan Arenja”

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A. Arenja, P.Eng., Committee Chair

“Marina Solakhyan”

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M. Solakhyan, Director, Governance



# Minutes

The 19<sup>th</sup> Meeting of the **GOVERNANCE AND NOMINATING COMMITTEE (GNC)** of **PROFESSIONAL ENGINEERS ONTARIO** was held via **ZOOM** Videoconference on **Friday, March 13, 2023, at 1:00 p.m.**

- Present:** Arjan Arenja, P.Eng., Chair and Lieutenant Governor-in-Council Appointee  
Roydon Fraser, P.Eng., President-Elect  
Tim Kirkby, P.Eng., Eastern Regional Councillor  
Susan MacFarlane, P. Eng., Western Region Councillor  
George Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee  
Greg Wowchuk, P.Eng., Vice President (elected)
- Regrets:** Nick Colucci, P.Eng., President (ex officio)  
Christian Bellini, P.Eng., Past-President
- Staff** Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
Marina Solakhyan, Director, Governance  
Rob Dmochewicz, Recognition Coordinator  
Meg Feres, Supervisor, Council Operations
- Guests:** Andrew Cornel, Chair, Experience Requirements Committee (ERC)  
Mohinder Grover, Member, Licensing Committee  
Santosh Gupta, Chair, Licensing Committee  
Vicki Hilborn, P.Eng., Western Regional Councillor  
David Kiguel, P.Eng., Eastern Central Regional Council

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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, staff, and guests.

## Approval of Agenda

The Chair reviewed the agenda.

Moved by Councillor Nikolov, seconded by Councillor MacFarlane:

**That the agenda for the March 13, 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 Councillor MacFarlane, seconded by Councillor Nikolov:

**That the minutes of the 18<sup>th</sup> open session meeting of the Governance and Nominating Committee, held on February 6, 2023 accurately reflect the business transacted at that meeting.**

**CARRIED**

## Action Items from Previous Meeting

Staff updated the committee on several items. The first item is related to the *“Governance Roadmap - Phase 4 Update: Risk Assessment Process – Non-Chapter Activities in the “Neither” Category”*. This item was approved by Council on at its February 24, 2023 meeting and therefore the action item is complete. Staff highlighted several other items that are still in progress:

- Governance Roadmap - Phase 4 Update: Risk Assessment Process: Order of Honour
- Governance Roadmap - Phase 4 Update: Risk Assessment Process: Chapter Activities in the “Neither” Category (pending feedback from Chapter representatives at a series of regional congresses being held Feb 1-22)
- Council Election Process Review: Implementation of GNC directions
- Council Remuneration Framework

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

The Committee reviewed a proposal which considers making changes to the structure of non-statutory non-governance committees to fully implement Council’s decisions made in March 2021. The proposed changes include amendments to the existing terms of reference (ToR) of the Academic Requirements Committee (ARC) and the Experience Requirements Committee (ERC) as proposed by these committees; and ensuring that more effective, meaningful, and relevant stakeholder engagement with licence holders can be achieved.

Staff informed the committee that in terms of accountabilities and reporting, the proposed ToR states that the group will function under the oversight of Council. The proposal further states that the group’s membership will be approved by Council based on the expression of interest process that will be developed post-March 2023 Council meeting. Staff noted that certain committees were impacted by the decision to centralize all regulatory policy within the RPLC made by Council in 2021. The three committees that were impacted engaged in an online survey for their input and feedback and their suggestions were incorporated into the proposed ToR.

Staff answered various queries pertaining to the size and scope of the proposed advisory group that will be replacing the three committees, noting that there is flexibility in the model being proposed and that continuous improvement is anticipated once the advisory committee is approved and begins to address its mandate.

The committee discussed aspects of the proposal, including:

- Size: Concerns were expressed regarding the size of membership (up to 20 licence holders). Comments noted the potential for a generalist committee to reduce the impact of expertise.
- Scope: Concerns were expressed with limiting the proposed committee’s role to advisory only. Though it is primarily a responsibility of the RPLC at the direction of Council, comments noted that this function is best exercised cooperatively and collaboratively and thus there ought to be acknowledgement of a policy role for the proposed committee.

Moved by Councillor MacFarlane, seconded by Councillor Nikolov:

- **That Council approves the revised Terms of Reference of the Academic Requirements Committee and the Experience Requirements Committee, as proposed.**
- **That, effective as of the 2023 AGM, the Licensing Committee, Enforcement Committee and Professional Standards Committee be stood down, with Council's thanks and appreciation to all current and previous members.**
- **That Council commits to establishing, as soon as practicable but no later than September 30, 2023, an Advisory Group as described in proposed Terms of Reference appended to this Briefing Note.**

**DEFEATED**

The committee agreed that this matter will be presented as an information item at the March 31 Council meeting to confirm and clarify the existing governance direction or receive new direction on implementing Council's decision.

[A. Cornel and M. Grover signed off at 2:20 p.m.]

### **Governance Manual: Incorporating Charters/Protocols and Making Other Changes**

Staff reviewed the draft Governance Manual which has been comprehensively updated, including integration of the Charters, Protocols, and other directions approved by Council as part of the governance roadmap. Staff apprised the committee of the following new topics covered in the revised Governance Manual, which were not addressed in the 2011 manual or PEO's existing approved governance documents:

- Outline of the purposes of the manual
- Glossary of key terms and acronyms
- Outline of PEO's decision-making process and the process for making and amending regulations
- Statement permitting the President and Chair to delegate their functions to other Councillors as appropriate.
- Discussion of the relationship between Council and PEO management/staff

Furthermore, staff informed that there is a conflict between the Councillor Submissions Protocol and Special Rule 7.4 which allows a Councillor to add any item to a meeting agenda with two weeks' notice. This conflict is discussed in section 2.3.2 of the revised Governance Manual. It would be beneficial to resolve this conflict before publishing this new manual. The Governance Manual's design, formatting, and graphics will all be finalized prior to publication, once the content has been approved.

Committee members suggested adding references to stakeholder engagement; equity, diversity, and inclusion (EDI) elements; emerging discipline; and future appointments. Staff noted suggestions to include additional steps in the manual to clarify and explain items that need to be directed by Council. Staff was also advised to revise the documents to have consistent wording regarding the directions of the Council.

The committee noted that the manual is a reference document and other documents of a higher order, including the Professional Engineers Act, regulations made under the Act, the by-law, or the special rules would take precedence if a conflict arose. As a result, staff suggested adding a paragraph on the hierarchy of documents that take precedence into the manual so that it is clear and transparent.



Moved by Councillor MacFarlane, seconded by Councillor Nikolov:

**That GNC recommends:**

**Council approval of the updated Governance Manual, subject to clarifying language, which integrates the Charters, Protocols, and other directions approved by Council as part of the 2020/2022 governance roadmap.**

**CARRIED**

[R. Dmochewicz joined the meeting at 3:00 p.m.]

**Governance Roadmap, Phase 4 - Non-Chapter Activities in “Neither” Category: Order of Honor Review**

Staff presented the committee with changes to the proposal by incorporating the feedback received from the Council meeting held on February 24, 2023. The following changes were made:

- The scoring system has been revised to be more uniform (re: service on PEO chapters, committees, and Council). Points for committee service include all PEO committees: governance, board, statutory, other committees reporting to Council, and task forces and working groups.
- The EDI section was changed to JEDI: Justice, Equity, Diversity, and Inclusion. This category now includes additional points not only for EDI-related activities in the engineering profession but also justice and social impact issues such as climate change.
- Descriptions of typical JEDI activities are included under the scoring.

The committee discussed the revised proposal and made suggestions for further revisions, including:

- Changing Section C to be more generic, to include a variety of societal and social impacts.
- Undertaking a process performance review every two years with a report presented to Council as a part of the mandate.
- Specifying references to regulatory or governance committees.

Staff informed the committee that they will work with the communications department to refine and update the text where needed; and answered various questions regarding the process and how inclusion is captured in new nominations.

Moved by President-Elect Fraser, seconded by Councillor MacFarlane:

**That GNC recommends:**

**Council approval of the revised nomination and selection criteria for the Order of Honour, as proposed by AWC and as presented at Appendix A to the Briefing Note titled “Governance Roadmap – Phase 4: Order of Honour Review”, to come into effect immediately after Council approval; and**

**Council approval of the change of the AWC name to the Order of Honour Selection Committee (OSC), as proposed by AWC.**

**CARRIED**

## Review of This Meeting's Actions

Responsible	Action	Date Assigned	Status/Due Date
Staff	Implementing Governance Directions Previously Approved by Council: Non governance committees: <ul style="list-style-type: none"><li>Information item in the Council package to seek confirmation of the governance direction.</li></ul>	March 13, 2023	Council Meeting: March 31, 2023
Staff	Governance Manual: <ul style="list-style-type: none"><li>Committee recommended for approval at the next Council meeting, subject to clarifying language based on the discussion and suggestions at this meeting.</li></ul>	March 13, 2023	Council Meeting: March 31, 2023
Staff	Governance Roadmap: Non-Chapter Activities in "Neither" Category - Order of Honor Review <ul style="list-style-type: none"><li>Recommended for approval at the next Council meeting, subject to amendments as proposed.</li></ul>	March 13, 2023	Council Meeting: March 31, 2023

## Next Meeting

The Chair informed the Committee that staff will be initiating the expression of interest process related to committee and other appointments for the 2023-2024 Council. Related recommendations will be on the agenda for the next GNC meeting. To accommodate the process that must be followed, the GNC's next meeting will need to occur roughly one week later than April 10 as currently scheduled. Staff will conduct a poll regarding the new date and time.

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There being no further business, the meeting concluded at 3:50 p.m.

These minutes consist of 5 pages.

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A. Arenja, P.Eng., Committee Chair

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M. Solakhyan, Director, Governance



# Minutes

C-558-Reports

The 19<sup>th</sup> Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Friday, April 14, 2023 at 1:00 p.m.

- Present:** Chantal Chiddle, P.Eng., Chair and Councillor-at-Large  
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:** Christian Bellini, P.Eng., Past-President (ex officio)  
Leila Notash, P.Eng., Councillor-at-Large
- Staff:** Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
Arun Dixit, Vice President (VP), Corporate Operations & Digital Transformation  
Marina Solakhyan, Director, Governance  
Jose Vera, Director, Licensing  
Jordan Max, Manager, Policy  
Meg Feres, Supervisor, Council Operations  
Antora Anowar, Council & Committees Coordinator
- Guests:** 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.

Moved by Councillor Chahine, seconded by Councillor Kiguel:

**That the agenda for the April 14, 2023 meeting be approved as presented.**

**CARRIED**

## Conflicts of Interest

No conflicts were declared.

## Consent Agenda: Previous Minutes

Moved by Councillor Chahine, seconded by Councillor Hilborn:

**That the minutes of the 18<sup>th</sup> open session meeting of the Regulatory Policy and Legislation Committee, held on March 10, 2023, accurately reflects the business transacted at that meeting.**

**CARRIED**

## Action Items from Previous Meeting

Staff provided a brief update on the three action items captured in the previous meeting. The first item relates to the Canadian Experience Requirement has been marked completed as it was presented and approved by Council on March 31, 2023. The second item is related to competency-based assessment question, is also completed, and the staff responses are attached as an appendix in the meeting package. The third item, Policy Development Framework, is marked in progress as it on this meeting's agenda.

## Policy Development Framework

Staff presented the amendments incorporated in the proposed Policy Development Framework based on the feedback provided by the RPLC meeting at its March meeting to make recommendations to the Council to adopt the framework. Staff also asked the committee to review the Policy Impact Analysis template and to recommend that it be piloted for one year. Staff informed the committee that the document does not prevent anyone from bringing any issue to PEO's attention, rather the framework focuses on what happens if an issue is raised.

Staff answered various queries from the committee members relating to the five principles underpinning the framework. There was a discussion related to data analysis and how feedback will be received and reported to the decision-makers at the governance level. It was noted that the principle of *Transparency and Accountability* addresses the need for decision-makers to receive accurate and comprehensive information.

Moved by President-Elect Fraser, seconded by Hilborn:

**That Council adopts the Policy Development Framework as presented.**

**CARRIED**

## Policy Priorities 2023-2024

The Committee reviewed and discussed some of the items that likely will be considered by the RPLC in the 2023-2024 term. These policy priorities are based on work either not started or not completed during the 2022-23 term. The 2023-2024 proposed work plan will be provided to the RPLC at its first meeting of the new term and presented for Council's approval. The committee noted that this is just the first iteration that will be presented to the new committee and many iterations can be expected moving forward.

The policy priorities include:

- Propose regulation changes to remove the Canadian experience requirement and initiate a further study to explore and address any unintended consequences of this change
- Initiate a further study to consider expanding the list of acceptable academic requirements, including reviewing all B. Tech. programs to consider if they may potentially be deemed equivalent to a B.Eng.
- Determine if any categories of non-CEAB program graduates should be exempted from the examination program (e.g., non-CEAB accredited programs, such as the Washington accord)
- Consider valid alternatives to the EIT program and propose legislative/regulatory change(s)
- Update/develop standards & professional guidelines
- Risk Management Program (in relation to regulatory risks)
- Review considerations that will come forward from the "visioning" exercise
- Operationalize the ARE Code

With respect to the item *"Initiate a further study to consider expanding the list of acceptable academic requirements, including reviewing all B. Tech. programs to consider if they may potentially be deemed equivalent to a B.Eng."*, there was a discussion regarding the need to refine the wording in the 2023-2024 workplan to reflect a broader focus than the B.Tech. programs specifically.

## Competency Based Assessment (CBA) Questions/Concerns

There was a discussion related to the responses provided to the CBA questions and concerns raised at and after the March 10, 2023 RPLC meeting. There were questions regarding supervision and the CBA impact on prospective applicants who work as entrepreneurs. Staff noted that there would be no difference between the current state and the future state in that a P.Eng. is a requirement in the Professional Engineers Act for a referee (currently) and a validator (future-state). There was also a discussion regarding prospective applicants whose entire experience and practice work takes place in non-Canadian jurisdictions. It was noted that the challenges in this area exist in the current state; and, though the CBA model will address them to some degree, more work needs to be done to fully address the issues for this cohort.

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

Before moving in camera, Committee members and staff expressed their thanks and appreciation to each other and to the Committee Chair as the work of the RPLC concludes for the 2022-2023 Council term.

Moved by Councillor Chisholm, seconded by Councillor Chahine:

**That the Committee move in camera.**

**CARRIED**

### **In Camera Meeting**

The Committee met in camera.

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There being no further business, the meeting concluded at 2:15 p.m. These minutes consist of 3 pages.

“Chantal Chiddle”

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C. Chiddle, P.Eng., Committee Chair

“Marina Solakhyan”

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M. Solakhyan, Director, Governance



# Minutes

C-558-Reports

The 18<sup>th</sup> Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Friday, March 10, 2023 at 9:00 a.m.

- Present:** Chantal Chiddle, P.Eng., Chair and Councillor-at-Large  
Christopher Chahine, P.Eng., East Central Region Councillor  
Jim Chisholm, P. Eng., West Central Region Councillor  
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:** Christian Bellini, P.Eng., Past-President (ex officio)  
Nick Colucci, P.Eng., President (ex officio)  
Leila Notash, P.Eng., Councillor-at-Large
- Staff:** Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer  
Stephanie Rose, Director, Program Management  
Marina Solakhyan, Director, Governance  
Jose Vera, Director, Licensing  
Jordan Max, Manager, Policy  
Adeilton Ribeiro, Manager, Experience Assessment, Licensing  
Nickesha Ayoade, Research Analyst  
Melissa Dean, Policy Analyst  
Adam Waiser, Policy Analyst  
Meg Feres, Supervisor, Council Operations
- Guests:** 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.

Moved by Councillor Chahine, seconded by Councillor Montgomery:

**That the agenda for the March 10, 2023, meeting be approved as presented.**

**CARRIED**

## Conflicts of Interest

No conflicts were declared.

## **Previous Minutes**

Moved by Councillor Kiguel, seconded by Councillor Hilborn:

**That the minutes of the 17<sup>th</sup> open session meeting of the Regulatory Policy and Legislation Committee, held on February 10, 2023, accurately reflects the business transacted at that meeting.**

**CARRIED**

## **Action Items from Previous Meeting**

There were no action items for follow up or discussion.

## **Competency Based Assessment Program**

Staff gave a presentation on a Competency Based Assessment (CBA) program that will be used starting May 15, 2023, in accordance with the motion passed by Council on November 25, 2022 which in part stated that Council supports 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.

Staff explained the definition of CBA and that it is a process/methodology for assessing engineering work experience through specific key competencies and categories. Staff explained the competency rating system and scale in detail. The committee was also apprised of the potential impact of decisions in both the scenarios if experience requirements are met and when experience requirements are not met. The staff also provided an overview of the average category competency and minimum Canadian environment competencies.

Staff answered several queries from committee members regarding the inclusion of ethical components in the 34 key competencies grouped into the 7 categories in the recommended Pan-Canadian CBA Model. There was discussion regarding the level of quality control in the CBA approach, including that the psychometric focus is adequate for measuring knowledge but is not adequate with respect to ethics. Staff took these points under advisement and noted that there will be continued involvement of the ERC in this regard as well as in other areas as needed.

There was discussion regarding risk, including those related to validators. There were questions regarding the requirements for validators to be accepted; if there are any alternative processes if the validator or assessor is unable to fulfill their requirements; and if there are plans to provide validator training besides providing them with guidebooks. Staff informed that there are no alternative procedures at the moment, however there is assistance available from staff to support bilingual applicants and the need for additional resources will be monitored.

Committee members also discussed the importance of meeting the FARPACTA deadline of July 1, 2023. It was noted that, while it appears that adopting the CBA will allow PEO to achieve compliance, system improvement and evolution must continue to mitigate risks and overcome barriers that may exist currently.

## **Elimination of Canadian Experience Requirement**

The Committee reviewed information outlining a request to obtain Council's direction to staff to begin working on amendments to Regulation 941 to remove Canadian Experience from licensing requirements to comply with FARPACTA. There is a need for action that is required from PEO as a result of FARPACTA-driven changes. The current PEO Canadian experience requirement (i.e., for professional engineers, 12 months' engineering experience in Canada under the supervision of a Canadian professional engineer), as set out in various parts of Regulation 941 under the Professional Engineers Act, will become null and void as of December 2, 2023. This change will take effect unless a "health and safety" exemption is sought and granted by the Minister of Labour, Training and Skills Development, on the recommendation of the Fairness Commissioner. In the absence of such an exemption, it will be necessary to amend the current regulation so that it is aligned with the FARPACTA-driven changes, including those approved by Council in November 2022 and scheduled to take effect in the next few months.

Committee members discussed issues related to the elimination of the Canadian experience requirement, including:

- Timing: There were concerns expressed that the removal of the requirement may be premature, as the effectiveness of the CBA model cannot be assessed as it is not yet in use.
- Transparency: Committee members commented that the “need for transparency” referenced in the material may overstate what is needed, and that it would be more accurate to note that this change would achieve a “clean-up” of the regulation legislation.
- Further Research and Study: Committee members noted that it would be beneficial to engage in further research and study to identify and mitigate any unintended consequences resulting from this change, such as gathering evidence to determine if there are legitimate health and safety concerns that would warrant a regulatory exemption.

Staff answered various queries regarding the time frame and implications of the experience requirement after December 2, 2023. Staff informed committee members that, though it is incumbent upon PEO to remove the experience requirement, this change need not preclude further research and study to ensure the health and safety of the public is not put at risk. However, based on efforts to date, there is difficulty in identifying a cogent health and safety exemption across every engineering discipline in every context.

There was also a discussion related to reputational risk. The committee was advised that, notwithstanding that as of December 2, 2023 the Canadian experience requirement will be null and void, it would benefit PEO to take the lead to remove the requirement. This would signal to the public that the requirement in its present form is not part of the application for licensure.

Moved by President-Elect Fraser, seconded by Councillor Kiguel:

**That Council directs the CEO/Registrar to begin work with the Ministry of the Attorney General on the necessary amendments to Regulation 941 to remove the Canadian Experience requirement for licensure in its present form in order to comply with the provisions of section 10.2 of the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) with the intent of initiating a further study to explore and address any unintended consequences of this change.**

**CARRIED**

Councillor Hilborn abstained

[N. Ayode and M. Dean left the meeting at 11:00 a.m.]

### **Policy Development Framework**

Staff presented a review of the draft Policy Development Framework that was amended to incorporate the feedback provided by the RPLC at its February meeting. Recognizing that policy development is core to PEO’s mandate and operations, and that regulatory policy is inherent in everything PEO does, it is essential to establish a consistent, coherent, integrated policy framework to be able to develop, implement, monitor, and evaluate policies driven by the priorities of PEO and its various regulatory functions.

Suggestions from the committee included:

- Development of a process by which legislative and regulatory committees could make recommendations regarding regulatory policy changes; and
- Clarifying the process by outlining detailed steps and providing more information about why this is the preferred process.

Discussions also revolved around the policy process and if there are any guidelines to follow when the policy process needs to be shortened due to demands outside of control, for example, a government-led initiative.



It was noted that this framework is an evolving procedure and the discussions on the topic will be continued before a final product is proposed for Council approval.

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

Moved by Councillor Hilborn, seconded by Councillor Chahine:

**That the Committee move in camera.**

**CARRIED**

[All staff left the meeting at 11:30 a.m. except D. Abrahams]

### **In Camera Meeting**

The Committee met in camera.

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There being no further business, the meeting concluded at 11:50 a.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

## COMPLAINTS &amp; INVESTIGATION STATISTICS

	2021	2022	2023 (May 31)
<b>COC's Caseload</b>			
Filed Complaints <sup>1</sup> not disposed of by COC at previous year-end	103	105	120
Complaints Filed ( <i>PEAct s. 24. 1(a)</i> ) during the Year	72	96	32
Total Caseload in the Year	175	201	152
Total Filed Complaints Disposed of by COC in the Year (for details see <i>COC's Disposition of Complaints</i> below)	70	81	27
<b>Total Filed Complaints Pending for COC Disposition</b> (for details see <i>Status of Active Filed Complaints</i> below)	<b>105</b>	<b>120</b>	<b>125</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> )	4	13	4
Direct that the matter not be referred. ( <i>PEAct s. 24. 2(b)</i> )	38	35	20
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> )	28	33	3
<b>COC's Timeliness Regarding the Disposition of the Complaint<sup>2</sup></b>			
Complaint disposed of within 90 days of filing	0	0	0
Complaint disposed of between 91-180 days of filing	0	3	0
Complaint disposed of after more than 180 days of filing	70	78	27
<b>COC Processing Time – Days from Complaint Filed to COC Disposition (12 mo. rolling avg.)</b>			
Average # Days	535	554	519
Minimum # Days	251	154	154
Median # Days	446	414	417
Maximum # Days	1245	1766	1766

<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>125</b>
<b><i>Complaints filed more than 180 days ago</i></b>	<b>86</b>	<b>86</b>
Pending Approval and Reason regarding COC Decision	44	
Complaints under active consideration by COC	11	
Completed Investigation ready for COC consideration	0	
Regulatory Compliance Investigation	31	
<b><i>Complaints filed between 91-180 days ago</i></b>	<b>25</b>	<b>25</b>
Pending Approval and Reason regarding COC Decision	4	
Complaints under active consideration by COC	0	
Completed Investigation ready for COC consideration	0	
Regulatory Compliance Investigation	21	
<b><i>Complaints filed within the past 90 days</i></b>	<b>14</b>	<b>14</b>
Pending Approval and Reason regarding COC Decision	0	
Complaints under active consideration by COC	0	
Completed Investigation ready for COC consideration	0	
Regulatory Compliance Investigation	14	

Note:

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

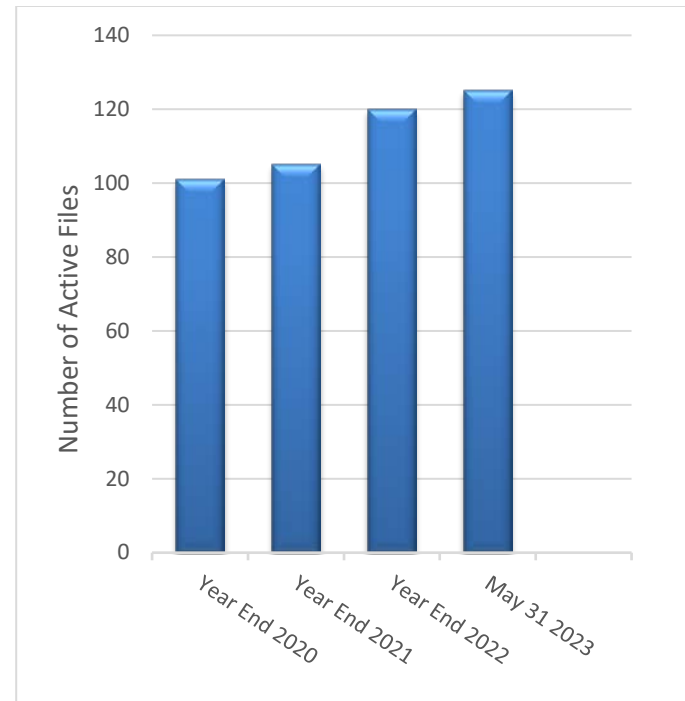
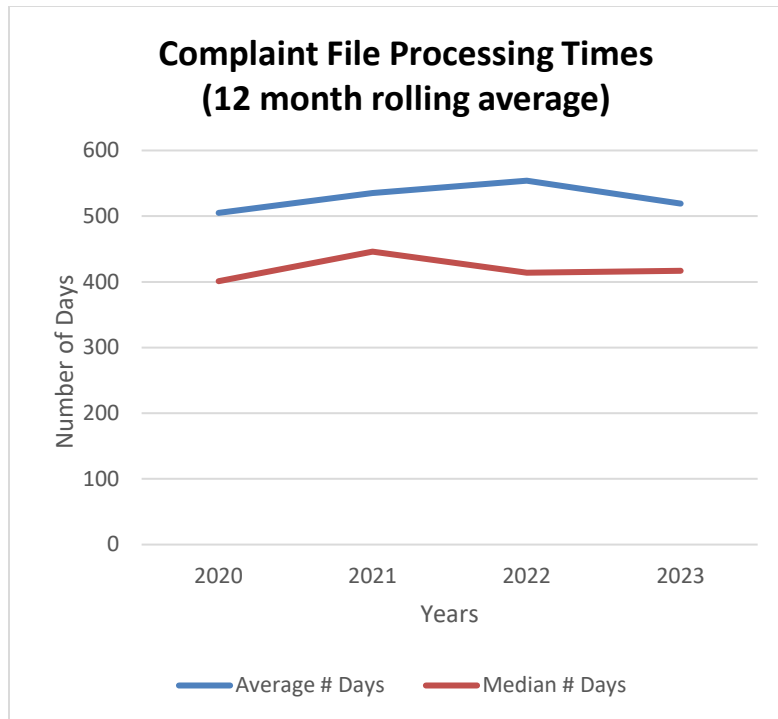
Where a complaint respecting a member of the Association or a holder of a certificate of authorization, a temporary licence, a provisional licence or a limited licence has not been disposed of by the Complaints Committee **within ninety days** after the complaint is filed with the Registrar, upon application 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

## Complaints and Investigation Statistics (As at May 31, 2023)

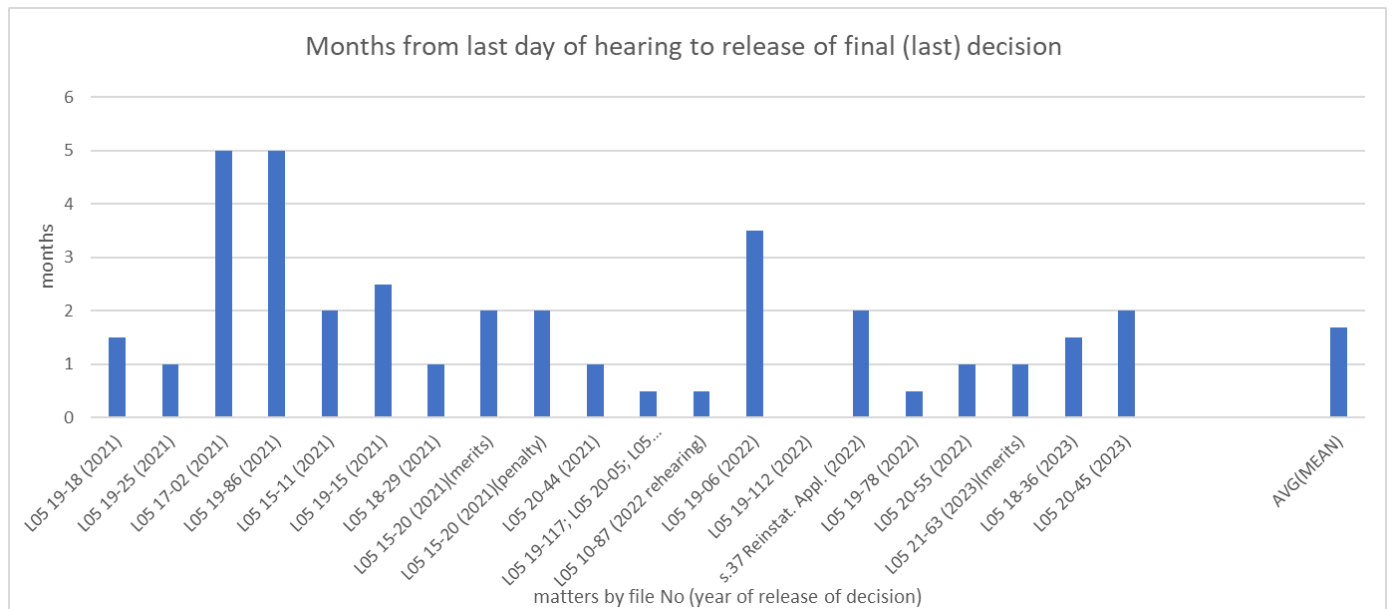


## DISCIPLINE STATISTICS – June 2023 Council Meeting Report

### Discipline Phase

	2021	2022	2023
			(as of June 6)
Matters Referred to Discipline	5*	13	2
Matters Pending (Caseload)	5	12	11
Written Decisions Issued	11	6	3
<b><i>DIC Activity</i></b>			
Pre-Hearing Conferences Held	8	17	4
Hearings Phase commenced (but not completed)	0	0	1
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.



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

	<b>2021</b>	<b>2022</b>	<b>2023</b> (as of June 6)
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	4
Hearings Phase completed, but no D&R issued	0	0	0

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

2023 STATS REPORT  
P.ENG

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Members on Register												
Beginning	87,856	87,105	87,197	87,489	87,626	87,601	87,601	87,601	87,601	87,601	87,601	87,601
New Members	327	288	454	385	331							
Reinstatements	161	47	35	24	124							
Resignations - Regular	(190)	(136)	(113)	(143)	(95)							
- Retirees	(170)	(90)	(68)	(112)	(85)							
Deceased	(22)	(14)	(16)	(17)	(17)							
Deletion, lapsed, withdrew and other - Regular	(483)	(3)	0	0	(253)							
- Retirees	(374)	0	0	0	(30)							
Total Ending	87,105	87,197	87,489	87,626	87,601	87,601	87,601	87,601	87,601	87,601	87,601	87,601
Members on Register Summary												
Full Fee Members	73,658	73,840	74,137	74,298	74,236							
Partial Fee Remission - Retired	11,606	11,517	11,529	11,472	11,491							
Partial Fee Remission - Health	395	392	395	397	401							
Maternity and/or Parental Leave, Unemployment, Postgraduate remissions & Others	1,446	1,444	1,428	1,459	1,473							
Total Membership	87,105	87,193	87,489	87,626	87,601	0	0	0	0	0	0	0
Membership Licence												
Applications Approved	570	690	974	731	951							
Female Members on Register												
Beginning	11,403	11,383	11,482	11,543	11,555							
New Female Engineers	(20)	99	61	12	12							
Total Female Engineers	11,383	11,482	11,543	11,555	11,567	0	0	0	0	0	0	0

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## 2023 STATS REPORT

## EIT

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2023 STATS REPORT  
CofA and TCofA

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>C of A Holders - Beginning</b>												
Regular	5,993	6,026	6,030	6,047	6,054							
Temporary	23	24	25	26	26							
Sub Total	6,016	6,050	6,055	6,073	6,080	0	0	0	0	0	0	0
<b>New Certificates Issued</b>												
Regular	60	39	43	54	50							
Temporary	2	1	1	0	0							
Sub Total	62	40	44	54	50	0	0	0	0	0	0	0
<b>Reinstatements</b>												
Regular	1	4	3	2	5							
Temporary	0	1	0	0	0							
Sub Total	1	5	3	2	5	0	0	0	0	0	0	0
<b>Deletions</b>												
Closed	(28)	(39)	(29)	(49)	(20)							
Suspended, Revoked and other	0	0	0	0	(1)							
Temporary	(1)	(1)	0	0	(1)							
Sub Total	(29)	(40)	(29)	(49)	(22)	0	0	0	0	0	0	0
<b>Total Ending</b>												
Regular	6,026	6,030	6,047	6,054	6,089	0	0	0	0	0	0	0
Temporary	24	25	26	26	25	0	0	0	0	0	0	0
	6,050	6,055	6,073	6,080	6,114	0	0	0	0	0	0	0

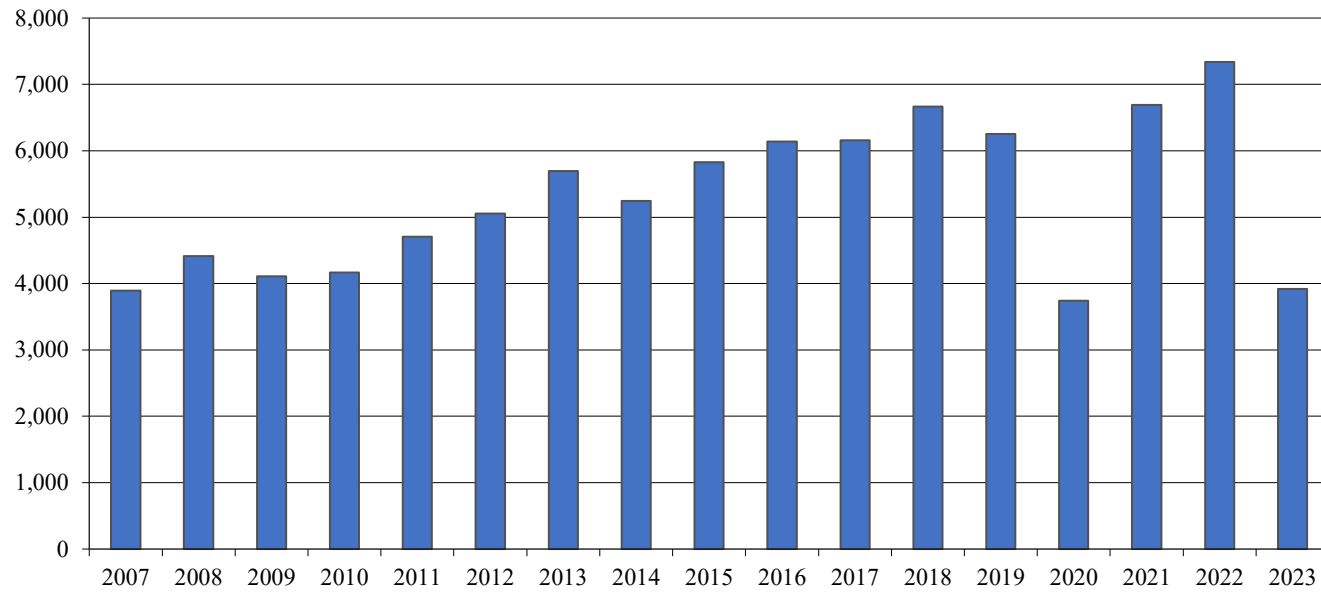
2023 STATS REPORT  
CONSULTING

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2023 STATS REPORT  
APPLICATIONS

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	372	336	393	414	397	440	530	561	453	565	599	611	0	582	766	570
FEBRUARY	234	338	276	278	384	422	380	422	460	403	422	432	0	534	867	690
MARCH	345	379	373	453	398	428	395	368	265	435	436	504	0	594	830	974
APRIL	381	294	239	338	297	414	361	356	484	383	472	556	0	691	646	731
MAY	278	279	303	314	353	394	324	292	450	415	451	645	0	560	705	951
JUNE	332	320	306	322	374	388	356	472	421	485	482	399	0	254	720	
JULY	460	395	332	398	482	529	486	555	554	513	603	624	0	372	346	
AUGUST	413	326	358	493	508	505	495	547	638	601	661	495	836	480	404	
SEPTEMBER	415	402	383	451	388	512	542	466	567	586	557	452	838	628	607	
OCTOBER	419	428	372	469	540	646	568	648	566	664	672	603	889	620	501	
NOVEMBER	430	340	497	481	503	525	416	565	754	651	802	499	730	564	508	
DECEMBER	334	270	336	295	432	491	392	576	525	460	510	436	446	815	440	
TOTAL	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	3,916
MONTHLY AVERAGE	368	342	347	392	421	475	437	486	511	513	556	521	312	558	612	783
YEAR TO DATE	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	3,916

Applications Approved - Year To Date



891 410.76  
 Applic 4002 3111 0.286  
 PPE 2066.8 1656.1 0.248  
 236.92

Mtg	Date	Title	Motion	Status
557	5-May-23	15. Appointment of Interim Deputy Registrar	That Arun Dixit, P.Eng. be appointed Interim Deputy Registrar, effective May 5, 2023, until such time as Council appoints a permanent Deputy Registrar, and  That, if Mr. Dixit is appointed, this decision be moved out of in-camera into open session in order to permit a public announcement. CARRIED	Complete
557	5-May-23	12. 2023 – 2024 Performance Goals for the CEO/Registrar	That Council approve the CEO/Registrar goals as presented at C-557-12, Appendix A ("CEO/Registrar 2023-2024 Goals Review Form"). CARRIED	Complete
557	5-May-23	11. Appointment of Elected Councillor to the Discipline Committee	That Roydon Fraser, P.Eng., be appointed as a member of the Discipline Committee for the 2023-2024 Council year, in accordance with s.27(1)1 of the Professional Engineers Act. CARRIED	Complete
557	5-May-23	10. Appointments to the Executive Committee	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 more than (1), and in this circumstance, at least one position must be filled by a member of Council appointed by the Lieutenant Governor in Council;  2. That Lieutenant Governor Appointee Lorne Cutler, P.Eng., and Michelle Liu, P.Eng., be appointed as members of the Executive Committee for the 2023-2024 Council year, in accordance with ss.28(1)(e) and 28(1.1) of Regulation 941.	Complete

557	5-May-23	9. Appointment of Governance Committee Chairs	<p>1. That Tim Kirkby, P.Eng., be appointed Chair of the Audit and Finance Committee for the 2023-2024 Council year or until his successor is appointed.</p> <p>2. That Susan MacFarlane, P.Eng., be appointed Chair of the Governance and Nominating Committee for the 2023-2024 Council year or until her successor is appointed.</p> <p>3. That Luc Roberge, P.Eng., be appointed Chair of the Human Resources and Compensation Committee for the 2023-2024 Council year or until his successor is appointed.</p> <p>4. That Vicki Hilborn, P.Eng., be appointed Chair of the Regulatory Policy and Legislation Committee for the 2023-2024 Council year or until her successor is appointed.</p>	Complete
557	5-May-23	8. Appointment of Councillors to Governance Committees for 2023-24	<p>1. That the Audit and Finance Committee be composed of Council members Lorne Cutler, P.Eng., Tim Kirkby, P.Eng., Paul Mandel, George Nikolov, P.Eng., Ravinder Panesar, P.Eng., and Sherlock Sung, appointed for the 2023-2024 Council year.</p> <p>2. That the Governance and Nominating Committee be composed of Council members Arjan Arenja, P.Eng., Vajahat Banday, P.Eng., Christopher Chahine, P.Eng., Nanda Lwin, P.Eng., Susan MacFarlane, P.Eng., and Glen Schjerning, P.Eng., appointed for the 2023-2024 Council year.</p> <p>3. That the Human Resources and Compensation Committee be composed of Council members Andy Dryland, Dana Montgomery, P.Eng., Luc Roberge, P.Eng., Scott Schelske, P.Eng., and Pappur Shankar, P.Eng., appointed for the 2023-2024 Council year.</p> <p>4. That the Regulatory Policy and Legislation Committee be composed of Council members Vicki Hilborn, P.Eng., David Kiguel, P.Eng., Michelle Liu, P.Eng., Leila Notash, P.Eng., and Uditha Senaratne, P.Eng., appointed for the 2023-2024 Council year.</p> <p>That David Kiguel, P.Eng., be added to the approved Governance and Nominating Committee roster.</p>	Complete

557	5-May-23	7. Appointment of Vice-President	That Leila Notash, P.Eng., be appointed as Vice President for the 2023-2024 Council year. CARRIED	Complete
557	5-May-23	6. Appointment of Chair of Regional Councillors Committee	That Pappur Shankar, P.Eng., be appointed as Chair of the Regional Councillors Committee, effective immediately and to hold office until the close of business at the 2024 Annual General meeting.	Complete
557	5-May-23	5. Appointment of Council Meeting Chair	That Roydon Fraser, P.Eng., be appointed the Council Meeting Chair for the 2023-2024 Council year or until his successor is appointed.	Complete
557	5-May-23	4. Special Rules of Order	That the proposed Special Rules of Order, as presented to the meeting at C-557-4, Appendix A, be approved effective immediately, and  That the Special Rules be referred to the Governance and Nominating Committee for review, and to report back to Council before the end of 2023.	Complete
556	31-Mar-23	3.9 IMPLEMENTATION OF GOVERNANCE DIRECTIONS RE: NON-GOVERNANCE COMMITTEES	New Motion #1 That Council direct staff to develop one or more Advisory Groups to replace the Licensing, Enforcement, and Professional Standards Committees, as described in the proposed Terms of Reference in C-556-3.9, Appendix C.  New Motion #2 That Council approves the revised Terms of Reference of the Academic Requirements Committee and of the Experience Requirements Committee, as proposed in C-556-3.9, Appendices A & B.	In progress
556	31-Mar-23	3.8 GOVERNANCE MANUAL: INCORPORATING CHARTERS/PROTOCOLS & MAKING OTHER CHANGES	That Council approve the updated Governance Manual, which integrates the Charters, Protocols, and other directions approved by Council as part of the 2020/2022 governance roadmap. CARRIED	Complete

556	31-Mar-23	3.7 ELIMINATION OF CANADIAN EXPERIENCE REQUIREMENT	<p>That Council directs the CEO/Registrar to begin work with the Ministry of the Attorney General on the necessary amendments to Regulation 941 to remove the Canadian experience requirement for licensure in its present form in order to comply with the provisions of section 10.2 of the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) with the intent of initiating a further study to explore and address any unintended consequences of this change.</p> <p>CARRIED</p>	
556	31-Mar-23	3.6b CHAPTER ACTIVITIES IN "NEITHER" CATEGORY	<p>That:</p> <p>Council approves to support the following types of chapter activities:</p> <ul style="list-style-type: none"> <li>•Chapter AGMs</li> <li>•Technical seminars/tours</li> <li>•Networking events</li> <li>•30x30 events</li> <li>•Scholarships</li> </ul> <p>Council approves to support with modifications the following types of chapter activities:</p> <ul style="list-style-type: none"> <li>•Licence certificate presentations</li> <li>•Education/school outreach activities</li> <li>•Licensure Assistance Program</li> <li>•Chapter social media</li> <li>•GLP chapter activities</li> <li>•Chapter support of community organizations</li> </ul> <p>Council approves to re-assign the following types of chapter activities:</p> <ul style="list-style-type: none"> <li>•Regulatory seminars</li> <li>•Chapter websites</li> </ul> <p>and</p> <p>Council approves to suspend the following type of chapter activity:</p> <ul style="list-style-type: none"> <li>•Chapter event sponsorship from external sources</li> </ul> <p>CARRIED</p>	Complete

556	31-Mar-23	3.6a ORDER OF HONOUR REVIEW	<p>That:</p> <p>Effective immediately, Council hereby approves the revised nomination and selection criteria for the Order of Honour, as proposed by AWC and as presented, Appendix A.</p> <p>Effective immediately, Council hereby approves the change of the AWC name to the Order of Honour Selection Committee (OSC), as proposed by AWC.</p>	
556	31-Mar-23	3.5 RECOMMENDATION OF THE APPOINTMENT OF AUDITORS FOR 2023	<p>That Council recommend to members at the April 2023 Annual General Meeting that Deloitte LLP be appointed as PEO's auditor for 2023 and hold office until the next annual general meeting or until a successor is appointed.</p> <p>CARRIED</p>	Complete
556	31-Mar-23	3.4 2022 AUDITED FINANCIAL STATEMENTS	<p>That Council:</p> <p>a) Approve the audited financial statements for the year ended December 31, 2022, and the auditor's report thereon, as presented to the meeting in C-556-3.4, Appendix A; and</p> <p>b) Authorize the President and President-elect to sign the audited financial statements on Council's behalf.</p>	Complete



556	31-Mar-23	3.3 ENGINEERS CANADA ANNUAL MEETING OF MEMBERS: DIRECTION TO PEO MEMBER REPRESENTATIVE	<p>1. That Council direct PEO's Member Representative or their proxy, to vote against the motion as outlined in C-556-3.3, Appendix A:</p> <p>(a) THAT the term and definition of "2/3-60% Majority" in Section 1.1 of the Engineers Canada Bylaw be deleted and replaced with the following: "3/4 Majority" means a resolution passed by a minimum of three-quarters of the Members voting."</p> <p>(b) AND THAT the references to "2/3-60% Majority" in Articles 2.1(m) and 3.4(2) of the Engineers Canada Bylaw be replaced with the term "3/4 Majority".</p> <p>Amendment</p> <p>2. That Council appoint <b>Nick Colucci, P.Eng., Past President</b>, as proxy holder to vote for and on behalf of the PEO President at the Engineers Canada Annual Meeting of Members on May 27, 2023, and at any and all adjournments thereof, with full power of substitution in the premises.</p>	Complete
556	31-Mar-23	2.2 CONSULTING ENGINEER DESIGNATION APPLICATIONS	<p>That:</p> <p>Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-556-2.2, Appendix A, Section 1.</p> <p>Council approve the applications for redesignation as Consulting Engineer as set out in C-556-2.2, Appendix A, Section 2.</p> <p>Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as set out in C-556-2.2, Appendix A, Section 3.</p> <p>CARRIED</p>	Complete
556	31-Mar-23	2.1 OPEN SESSION MINUTES – 555th Council Meeting	<p>That:</p> <p>a) 555th meeting of Council, held February 24, 2023, as amended at C-556-2.1, Appendix A, accurately reflect the business transacted at that meeting.</p>	Complete
556	31-Mar-23	2.0 Consent Agenda	<p>That the Consent Agenda be approved as amended, consisting of:</p> <p>2.2 Consulting Engineer Designation Applications</p>	Complete

555-3.11b	24-Feb-23	Supporting Evolutionary Improvements to FARPACTA Admissions	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. New Motion: That the original motion be deferred to the March 2023 Council meeting. CARRIED	In progress
555-3.11a	24-Feb-23	PEO Support for the "Retool the Iron Ring Ritual" Initiative	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. CARRIED	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	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. CARRIED	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 Canadian engineering program that is accredited to the Council's satisfaction.</p> <p>DEFEATED</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. 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>  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>  <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. Shankar</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> <p>CARRIED</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> <li>•Reviewing and improving communication and business processes, including ensuring they reflect the values of equity, diversity and inclusion</li> </ul>	Complete
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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	4-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> <p>AMENDMENT CARRIED</p> <p>That the proposed Special Rules of Order, as presented to the meeting at C-547-</p>	Complete
547-5	4-May-22	Appointment of Council Meeting Chair	<p>That the proposed Special Rules of Order, as presented to the meeting at C-547-</p> <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	4-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	4-May-22	Recommended Appointments to Council to Fill Vacancies	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	Complete
547-8	4-May-22	Appointment of Chair of Regional Councillors Committee	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	Complete
547-9	4-May-22	Appointment of Vice President	That Lorne Cutler, P.Eng., be appointed as Vice President for the 2022-2023 Council year. CARRIED	Complete

547-10	4-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
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547-11	4-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	4-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	4-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	8-Apr-22	2021 Audited Financial Statements	<p>That Council:</p> <p>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</p> <p>b) authorize the President and President-elect to sign the audited financial statements on Council's behalf. CARRIED</p>	Complete
546-2.6	8-Apr-22	Recommendation of the Appointment of Auditors for 2022	<p>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</p>	Complete

546-2.8	8-Apr-22	Engineers Canada AMM: Direction to PEO Member Representative	<p>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.</p> <p>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.</p> <p>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</p>	Complete
546-2.9	8-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	8-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	8-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. CARRIED</p>	In progress
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546-2.12	8-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	8-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	8-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.</p> <p>CARRIED</p>	Complete
546-3.3	8-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