

Minutes

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**REGIONAL COUNCILLORS COMMITTEE of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM
Videoconference on March 9, 2022 at 6:00 pm.**

Present:	Lisa MacCumber, P.Eng..	West Central Senior Regional Councillor (Chair)
	Luc Roberge, P.Eng.	Northern Senior Regional Councillor (Vice-Chair)
	Peter Broad, P.Eng.	Western Senior Regional Councillor
	Christopher Chahine, P.Eng.	East Central Junior Regional Councillor
	Chantal Chiddle, P.Eng.	Eastern Senior Regional Councillor
	Jim Chisholm, P.Eng.	West Central Junior Regional Councillor
	Ramesh Subramanian, P.Eng.	Northern Junior Regional Councillor
	Randy Walker, P.Eng.	Eastern Junior Regional Councillor
Staff:	Julie Hamilton	Coordinator, Chapters
	Sharon Gillam	Administrator, Chapters
Guests:	Vicki Hilborn, P.Eng.	Incoming Junior Regional Councillor – Western Region
	David Kiguel, P.Eng.	Incoming Junior Regional Councillor – East Central Region
	Pappur Shankar, P.Eng.	Incoming Junior Regional Councillor – West Central Region
	Tim Kirkby, P.Eng.	Incoming Junior Regional Councillor – Eastern Region
	Dana Montgomery, P.Eng.	Incoming Junior Regional Councillor – Northern Region
	Vaj Bandy, P.Eng.	Incoming Councillor-at-Large

Call to Order

The meeting was called to order at 6:03 pm. Guests were requested to have cameras off and microphones on mute, and to refrain from using the chat as this is a Council committee meeting.

Approval of Agenda

An item was added to the agenda under Other Business, “5.1 GNC and Chapters”.

RCC moves to approve the meeting agenda as amended.

Moved by: R. Walker. Seconded by: C. Chiddle

CARRIED

Previous Minutes

RCC moves to approve the Minutes from October 13, 2021

Moved by: R. Subramanian. Seconded by: L. Roberge

CARRIED

Business arising from previous Minutes

J. Hamilton provided background on previous actions, all of which have been marked as Complete.

On behalf of RCC, Chair L. MacCumber reached out to Registrar Johnny Zuccon regarding the recent Open Issues from Western Region. The licensing item will be addressed by Linda Latham and the IT issue by Liz Maier, both of whom will update RCC when there is progress.

Hybrid February Congresses were not possible due to the pandemic; they were instead held via Zoom.

Open Issues

East Central

No Open Issues

Eastern

Open Issue #134 - ERC moves that the monthly account balance currently provided by PEO Finance is not enough for maintaining and appropriate reporting of financial records and therefore requests that PEO prepare a more detailed monthly statements for chapters.

RCC Update: RCC understands that RCC recommended Close but the Region requested it Remain Open at least until Phase 4 is complete. Recently Councillor Kirkby raised this as a concern and the Chapter Office has since met with the Director of Finance to re-visit this discussion. An updated statement will be available soon.

Open Issue #135 – ERC moves that whereas PEO HQ has adopted a centralized banking system in 2019 that is fully administered under the PEO CFO such that Chapters no longer manage accounts, process payments or issue payments; whereas financial reporting to Chapters is in the form of a summary that contains deductions from Chapter accounts outside Chapter Business Plan activity; whereas PEO HQ receives claims, processes claims, makes payment directly to individuals/companies/providers, records payments, and provides monthly statements; that the position and past by-law role of Treasurer should be removed from Chapter constitutions/by-laws as it is redundant and causes double tabulation and reporting with inherent errors; that this issue will be deferred until such time that Council has confirmed the role of chapters with regard to the future of PEO.

RCC Update: No further update. Presented as a deferred motion until Phase 4 decisions are made. Final GNC recommendation on chapters is due to Council February 2023.

Northern

No Open Issues

West Central

No Open Issues

Western

Open Issue #81 - The Western Region moves to request RCC investigate the future direction of the Education Committee and on the Region's behalf, request that it be reinstated.

RCC Update: No further update. RCC understands that RCC recommended Close but the Region has kept it Open until Phase 4 is complete.

Open Issue #83 - WRC moves that RCC investigate the licensing process of closing applications 90 days after the NPPE pass letter, specifically with regard to applications belonging to those who have paid for EIT status and are in good standing order, such that that these applications and EIT statuses should remain active and not closed; and also to ensure communications are improved such that EITs are contacted about their application prior to closure.

RCC Update: Remain Open. Awaiting update from Linda Latham.

Open Issue #84 - WRC moves that RCC pursue the Registrar for investigating and reinstating the EIT Member status (and funds), where appropriate, for those whose applications were cancelled despite having active (paid) EIT status.

RCC Update: Remain Open. Awaiting update from Linda Latham.

Open Issue #85 - WRC moves that RCC address concerns regarding PEO communications and failures due to existing issues with some servers identifying PEO's emails as SPAM, and not providing receiver notification for failed email communications.

RCC Update: Remain Open. Awaiting update from Liz Maier.

Open Nature of Chapter Events

J. Hamilton explained that this item came up during recent East Central AGM events. Councillor Chahine has requested that clarification be provided to chapters regarding who is invited/can attend chapter events.

L. MacCumber noted that committees are open to the public and that there is a new operationalized procedure for meeting requests. The public should not speak or use the chat feature during online meetings. This also includes chapter meetings as they are a committee of Council. Only chapter executives should speak during a meeting, and the general public cannot speak or vote. S. MacFarlane shared the Governance and Nominating Committee (GNC) perspective that meetings are by invitation only.

Action: Chapter Office to share memo with chapters regarding nature of open/closed meetings.

Council and Licensure Concerns

L. MacCumber noted that the Registrar is in charge of licensing decisions and Council is not involved in such decisions. Because some chapters are contacting councillors with licensing concerns, staff will send an email to chapters to clarify the role of RCC and provide the email address where communications should be directed.

Action: Chapter Office to remind chapters of role of licensing representatives, Regional Councillors and Registrar for licensing concerns and assistance.

Other Business

GNC and Chapters: L. Roberge added this item to the agenda.

At the recent GNC meeting committee members were unclear about chapter operations. L. Roberge posed two questions to RCC:

- Can a working group of Regional Councillors from different parts of the province work on looking at event categories and provide insight and recommendations into chapter outputs, to assist GNC with their final recommendation to Council?
and
- If RCC agrees, can the new working group then develop a timeline to respond to the GNC before they present to Council in June?

L. Roberge also stated that it was important for Regional Councillors to be involved in this activity because other volunteers and even staff, often do not have a full understanding of chapter operations.

RCC discussed the requests from L. Roberge and agreed that a working group should be formed to look at the risk assessment for chapter outputs.

Working group volunteers:

- Chantal Chiddle
- Christopher Chahine
- Jim Chisholm
- Chaired by Luc Roberge (GNC)

L. Roberge will work with staff to launch this project.

L. Roberge also presented a related point from GNC about PEO conferences, specifically the Chapter Leaders Conference, the Volunteer Leadership Conference and the Committee Chairs Workshop.

GNC is considering a recommendation that proposes to combine the three conferences into one. It is understood that the information coming from PEO staff is the same, so this will eliminate a lot of repetitive work for staff and volunteers. Does RCC support this recommendation?

Councillors discussed this possibility and raised some concerns:

- Recent conferences have had the same content because of the ongoing transformation however that will not always be the case.
- Is it feasible in terms of physical spacing, to combine three events into a single one?

- It is likely easier to combine into two conferences and still provide chapters an opportunity twice a year to network.

L. Roberge will bring this feedback to staff and GNC.

Next Meetings

L. MacCumber noted that following the AGM, the new Council will have an administrative meeting on May 4th, and that the Chapter Office staff will be arranging a brief RCC Zoom meeting prior to May 4, in order to elect the new RCC Chair and Vice Chair.

A Doodle Poll will be sent to members of the 2022-2023 RCC to select their preference for the July meeting.

The Chair wished all the best to the councillors who are stepping down from Council, or away from the RCC. She thanked everyone and also wished good luck to the incoming councillors.

The meeting adjourned at 7:03 pm