

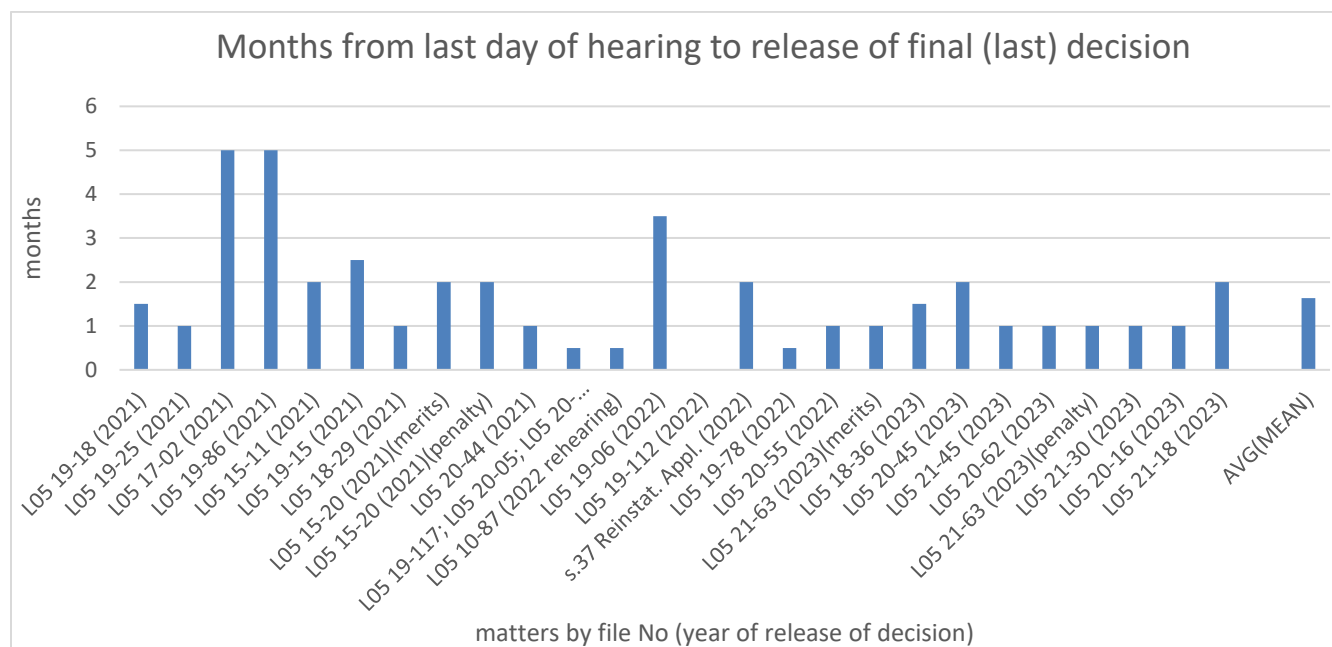
DISCIPLINE STATISTICS – October 2023 Council Meeting Report

Discipline Phase

2021 2022 2023
(as of Oct 31)

Matters Referred to Discipline	5*	13	4
Matters Pending (Caseload)	5	12	8
Written Decisions Issued	11	6	9
<i>DIC Activity</i>			
Pre-Hearing Conferences Held	8	17	5
Hearings Phase commenced (but not completed)	0	0	0
Hearings Phase completed (but no D&R issued)	0	0	1

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



REGISTRATION STATISTICS – October 2023 Council Meeting ReportRegistration Phase

	2021	2022	2023 (as of Oct 31)
Requests for Hearing	0	5**	14
Premature Applications (No Notice of Proposal)	0	0	0
Matters Pending (Caseload)	3*	5	14
Written Final Decisions Issued	1	1	2
Appeals to the Divisional Court	0	0	1
Complaints to the Human Rights Tribunal of Ontario			1
<i>REC Activity</i>			
Pre-Hearing Conferences Held	1	5	7
Hearings Phase completed, but no D&R issued	0	0	0

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

** Parties resolved the issue – the Applicants have met the requirements for licensure (no REC hearing required): 1 in 2023 (request for hearing filed in 2022)

COMPLAINTS & INVESTIGATION STATISTICS

	2021	2022	2023 (Oct. 31)
COC's Caseload			
Filed Complaints ¹ 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	75
Total Caseload in the Year	175	201	195
Total Filed Complaints Disposed of by COC in the Year (for details see <i>COC's Disposition of Complaints</i> below)	70	81	41
Total Filed Complaints Pending for COC Disposition (for details see <i>Status of Active Filed Complaints</i> below)	105	120	154
COC's Disposition of Complaints			
Direct that the matter be referred, in whole or in part, to the Discipline Committee. (<i>PEAct s. 24. 2(a)</i>)	4	13	6
Direct that the matter not be referred. (<i>PEAct s. 24. 2(b)</i>)	38	35	30
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	5
COC's Timeliness Regarding the Disposition of the Complaint²			
Complaint disposed of within 90 days of filing	0	0	0
Complaint disposed of between 91-180 days of filing	0	3	1
Complaint disposed of after more than 180 days of filing	70	78	40
COC Processing Time – Days from Complaint Filed to COC Disposition (12 mo. rolling avg.)			
Average # Days	535	554	539
Minimum # Days	251	154	176
Median # Days	446	414	425
Maximum # Days	1245	1766	1761

¹ Signed Complaint Form filed with the Registrar.

² Days from Complaint Filed to date COC Decision is signed by COC Chair.

Status of Active Filed Complaints

Active Filed Complaints - Total		154
<i>Complaints filed more than 180 days ago</i>	103	103
Pending Approval and Reason regarding COC Decision	53	
Complaints under active consideration by COC	14	
Completed Investigation ready for COC consideration	10	
Regulatory Compliance Investigation	26	
<i>Complaints filed between 91-180 days ago</i>	29	29
Pending Approval and Reason regarding COC Decision	0	
Complaints under active consideration by COC	0	
Completed Investigation ready for COC consideration	2	
Regulatory Compliance Investigation	27	
<i>Complaints filed within the past 90 days</i>	22	22
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	22	

Note:

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

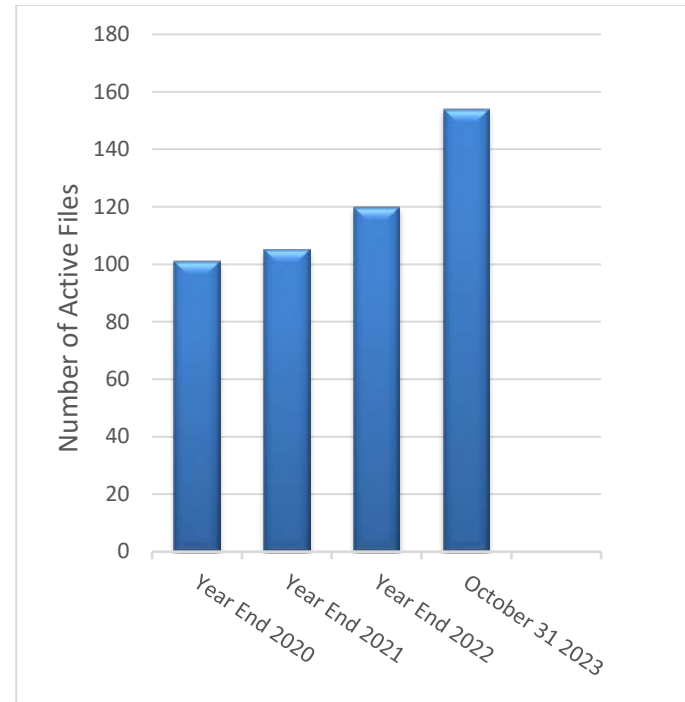
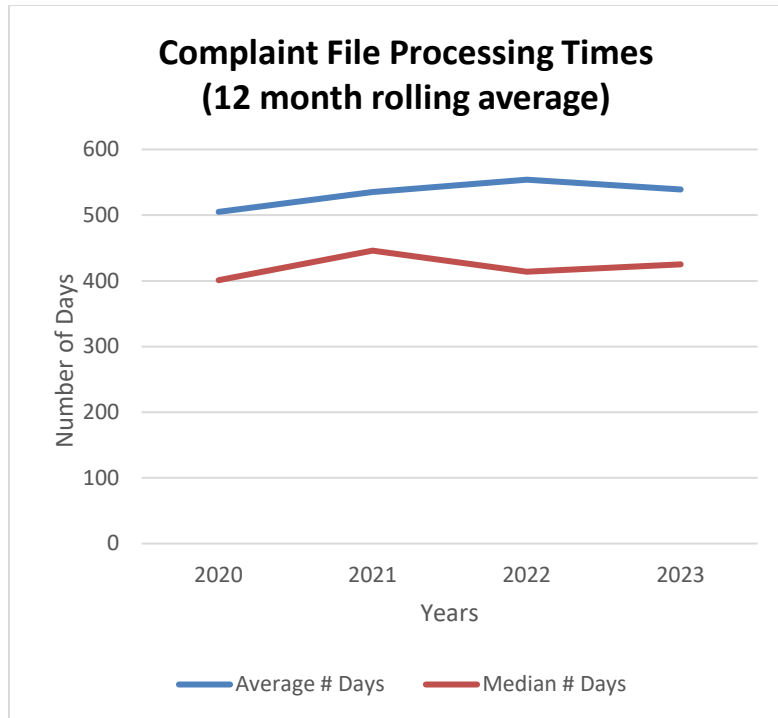
Where a complaint respecting a member of the Association or a holder of a certificate of authorization, a temporary licence, a provisional licence or a limited licence has not been disposed of by the Complaints Committee **within ninety days** after the complaint is filed with the Registrar, upon application 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 October 31, 2023)





Minutes

C-560-Reports

15th Meeting of the AUDIT AND FINANCE COMMITTEE (AFC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Wednesday August 23, 2023, at 9:00 a.m.

Present: Tim Kirkby, P.Eng., Committee Chair and Eastern Region Councillor
Roydon A. Fraser, Ph.D., P.Eng., FEC, President (ex officio)
Greg Wowchuk, P.Eng., President-elect (ex officio)
Nick Colucci, P.Eng., B.A.Sc., MBA, FEC, President (ex-officio)
Lorne Cutler, P.Eng., MBA, Lieutenant Governor-in-Council Appointee
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
Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee

Guest: Vicki Hilborn, P. Eng., Western Regional Councillor, RPLC Chair

Staff: Jennifer Quaglietta, CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Chetan Mehta, Director, Finance
Marina Solakhyan, Director, Governance
Peter Cowherd, CPA, CMA, Manager, Financial Services & Procurement
Meilisa Soepiter, Controller, Finance
Antora Anowar, Council & Committee Coordinator

Call to Order

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

Approval of Agenda

The Chair reviewed the draft agenda.

Moved by President elect Wowchuk, seconded by Councillor Mandel:

That the agenda for the June 13, 2023 Audit and Finance meeting be approved.

There was a request to amend the agenda.

Moved by President Fraser, seconded by President elect Wowchuk:

That a new item be added to the agenda for discussion after item 10.

CARRIED

The original motion was voted on, as amended:

That the agenda for the June 13, 2023 Audit and Finance meeting be approved, as amended.

CARRIED

Conflicts of Interest

No conflicts were declared.

Consent Agenda: Previous Minutes

No revision or errors were noted.

The chair noted that an update on item *Improvements to Chapter Centralized Banking* which was on the previous meeting's agenda should have been reflected on the current agenda. Staff responded that they are prepared to apprise the committee with the recent update and informed the committee that the RCC committee recently met and discussed three items from the chapters. The first two items are approved and include issuing a detailed report to chapters introducing a chapter treasurer as an approver on the Certify platform. Chapter treasurer training session will begin in September. The third item relates to the use of credit cards as a form of payment. Chapters have been asked to provide a report on expectations from a credit card. Staff noted that there are several risks with credit card and that other options can be explored to mitigate the risks. Discussions on this topic will continue, however there are no immediate plans to issue credit cards.

Moved by Councillor Nikolov, seconded by Councillor Cutler:

That the open session minutes of the Audit and Finance Committee, held on Tuesday, June 13, 2023, accurately reflect the business transacted at the meeting.

CARRIED

G. Wowchuk abstained

Review of 2024 Draft Operating and Capital Budgets

Staff presented the proposed operating and capital budget reporting the variance of 2024 budget with respect to the 2023 forecast. Staff began the presentation with the 2024 budget in terms of the total expected revenue and noted that there is \$35.6 million expected revenue. Taking into account operating expenses, there will be a modest operating surplus of \$183,000. However, it is important to note that this excess of revenue is before the expenditure on various special projects or strategic plan projects. It was noted that the Council special projects are budgeted to be around \$746,000 and the 2024 strategic plan budget is currently undetermined as it is still in the information gathering stage. With just the projected cost for special projects, it is anticipated that there will be a deficit of approximately \$563,000.

In addition, staff identified variance contributing factors in Revenues in the profit and loss statement. The first unfavorable variance is that the revenue collected from application registration is expected to experience an overall 50% decrease, resulting into \$1.6 million lower revenue than the past year. This is due to the impact of the FARPACTA compliant licensing process which took effect as of July 1, 2023. The second unfavorable variance relates to rental income of approximately \$446,000, which is dependent upon a lease renewal. However, it is also important to note that a positive variance is also noticeable as revenues are being absorbed from PEO's participation in the Affinity program.

Staff further explained the identified variance contributing factor in Expenses in the profit and loss statement. Staff salaries indicate \$3 million in unfavorable variance as PEO is expecting 142 full time staff in 2024 in comparison to 133

in 2023. The merit-based 4% increase for all employees is also factored in the budgeting for salaries. It was noted that computer and telephone expenses are other factors contributing to unfavorable variance as almost \$505,000 is going to be spent on various applications, updates, and licensing of products.

The following discussions took place:

- Staff answered various questions regarding computers and telephones and informed the committee that these items are leased and not owned, as is standard practice. Staff also informed that the expenses reflected all the digital licensing for software and the hardware costs to facilitate new positions.
- Committee members noted that credit card transaction bank services were higher, and staff informed that this is because credit card is the most preferred mode of payment for renewals and application fees and is safer than other modes of payment. Staff noted that the transaction fee of 2.5% or 3% is not absorbed by the licence holders. The committee members agreed that this is the cost of doing business and a proposal for the fees to be absorbed by licence holders could be considered by Council in the future.
- Staff responded to various queries regarding tools and internal controls that are in place to monitor charter expenses. Staff also responded to queries regarding in person Annual General Meeting (AGM) budget and explained the issue will be presented to GNC committee in the upcoming weeks for review.
- Committee members expressed their concerns regarding several line items. Staff responded that similar concerns were expressed by the senior members of the staff and several measures have been put in place to control expenses, such as reducing the number of contractors and temporary hires. Staff reminded the committee that every line item on the budget is adjusted and forecasted by inflation.
- Staff noted that most provincial associations introduced a de facto fee increase that is linked to inflation by default either every or every other year but PEO has not increased fees since 2019. Staff further stated that any increase in fees must be approved by Council and should be done in alignment with the bylaws and the consumer price index.
- AFC members asked staff if they can prepare data that shows historic cost analysis on Council decisions identified by motions to get a better understanding of how licensing, complaints, discipline, and enforcement operations changed over time.
- Committee members requested information on the inflationary effects on median salary in the past several years.
- Staff answered inquiries regarding reserves of the organization and noted that a minimum amount is earmarked to cover at least six months of staff salaries, pension funds, service days, legacy days, and vacation days.

The committee requested that staff report back after reviewing the budget along with providing historical data to understand past motions and decisions made by Council.

Review of Financial Statements for the Six Months Ended June 30, 2023

Staff provided an overview of the financial statements of the first six months of 2023. The total revenue was \$18.4 million versus a budget \$16.6 million which gives a \$1.8 million-dollar favorable variance. Staff noted that the investment income from investment portfolio, affinity program and application, registration, examinations, and other fees are the driving force of the favorable variance in the financial statement for the six months ended June 30, 2023.

Staff informed the committee that the total expenses for the first six months of 2023 are \$14.2 million versus budget \$14.6 million, with a \$600,000 favorable variance.

Staff asked the committee to note that this balance sheet indicates lower purchase services than planned. Chapters' expenditures are also lower than predicted and special project spending so far is \$1.2 million versus budgeted \$1.6 million. Excess revenue over expenses shows a positive variance of \$3 million dollars. Staff further pointed out that the balance sheet shows cash position of over \$9 million dollars.

Staff informed the committee that the excess revenue over expenses for the building for the first six months of the year was \$350K versus budgeted \$252K ending in a favorable variance of approximately \$100K.

Staff answered various questions regarding the start date of the affinity program, AREWG project, and councillor training line items.

Update of Financial Risks

Staff informed the committee that there are no significant or material risks to report. The existing risks are continuously being monitored.

Update of Investments

Staff informed that the investment portfolio is performing well as it is conservative portfolio. Discussions with the portfolio manager to address any potential risks and expected exposures occur regularly. The current trend is expected to continue but economic stability depends on decisions made by the federal government.

Update on Pension Plan

Staff reported that the Pension Committee will meet in the near future. This committee is now supported by the Human Resources department. Staff will update and notify the committee if any issues are identified.

Approach to Expense Reimbursement Policy Re: Travel

The chair provided information for discussion to research/explore examples of expense categories and allowances from two organizations (PIPSC and OACETT).

Staff answered various questions regarding budgeting for chapter events, plenaries, and in AGM.

Motion to Move In Camera

Moved by Councillor Sung, seconded by Councillor Mandel:

That the Committee move in camera.

CARRIED

Return to Open Session

The committee returned to open session at 11:28 a.m.

[P. Mandel left at 11:29 a.m. G. Nikolov left at 11:32 a.m.]

General Discussions

Committee members discussed various items to consider in the budgeting process. Items included expenses for attending chapter events; plenaries; additional Council meetings; in-person, virtual, and hybrid options for the AGM; and independent advice for council.

Next Meeting Date

The next AFC meeting is scheduled for October 16, 2023.

There being no further business, the meeting concluded at 11:45 a.m.

These minutes consist of 5 pages.

“Tim Kirkby”

T. Kirkby, P.Eng., Committee Chair

“Marina Solakhyan”

M. Solakhyan, Director, Governance



Minutes

C-560-Reports

The 22nd Meeting of the **GOVERNANCE AND NOMINATING COMMITTEE (GNC)** of **PROFESSIONAL ENGINEERS ONTARIO** was held via **ZOOM** Videoconference on **Tuesday, August 29, 2023, at 1:00 p.m.**

Present: Susan MacFarlane, P. Eng., Committee Chair and Western Region Councillor
Roydon Fraser, P.Eng., President
Greg Wowchuk, P.Eng., President-elect
Arjan Arenja, P.Eng., Lieutenant Governor-in-Council Appointee
Vajahat H. Bandy, P.Eng., MSEE, MSCE, PE (Michigan), FEC, Councillor-at-Large
Christopher Chahine, P.Eng., Vice President (elected)
David Kiguel, P.Eng., East Central Region Councillor
Nanda Lwin, P.Eng., East Central Region Councillor
Glen Schjerning, P.Eng., Councillor-at-Large

Regrets: Nick Colucci, P.Eng., Past President (ex officio)

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

Guest: Vicki Hilborn, P.Eng., Western Regional Councillor and RPLC Chair

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; and made procedural announcements related to the conduct of the meeting.

Approval of Agenda

- Item 5, "Election Officials Subcommittee Report – Chief Elections Officer and Official Elections Agent" will be moved in camera.
- Item 12, "Strategic Initiative 3.2: Ensure Governance Performance and Oversight" is re-named "PEO Council Governance Scorecard" and is changed from an Information item to one that is a Recommendation to Council.

Moved by Vice President Chahine and seconded by President-elect Wowchuk:

That the agenda for the August 29, 2023, meeting be approved as amended.

CARRIED

Conflicts of Interest

No conflicts were declared.

Consent Agenda: Previous Minutes

Moved by President-elect Wowchuk and seconded by Councillor Kiguel.

That the minutes of the 21st open session meeting of the Governance and Nominating Committee, held on June 9, 2023 accurately reflect the business transacted at that meeting.

CARRIED

2024 AGM Delivery Format

The committee reviewed information in consideration of the format for delivering the 2024 Annual General Meeting (AGM), including an overview of an environmental scan of the AGM approach taken by other Canadian regulatory bodies; eight years of financial information related to PEO's experience with conducting AGM's in both in-person and virtual formats; and information about other PEO initiatives, including plans for a Volunteer Symposium in 2024, which may be factors in the decision-making process.

Staff recommendation is to deliver the 2024 AGM in a virtual format. The rationale for this recommendation include significantly lower cost; increased attendance, accessibility, and inclusivity; opportunity to allocate funds to support and achieve the benefits of the in-person format for the Volunteer Symposium, including the Order of Honour Awards celebration; and opportunity for a webinar forum which will accommodate live member participation and engagement.

The key discussion points and themes from the Committee's discussion are outlined below:

- GNC members expressed that, in addition to the in-person and virtual formats, a hybrid model should be explored as this will provide the benefits of both in-person and virtual participation.
- Staff answered various questions regarding the legally required content of the AGM as well as those that are optional/discretionary.
- Members of the committee agreed that to determine the delivery format, factors other than cost should be considered, including the policy purpose and the opportunity for networking, engagement, and meaningful ways to connect with members.

The committee agreed by consensus to request that staff research costs related to a hybrid option so that it may be included in Council's consideration for deciding the format of the 2024 AGM, at its September 22, 2023 meeting.

2024 AGM: Guide for Member Submission

The committee agreed to defer this item to a later date as this agenda item affected by the decision on the format of AGM.

Director Conduct: Good Practices Report

Staff presented a report on a holistic review that has been conducted of good practices in governance controls vis-à-vis expectations for director conduct, forms of misconduct and options available to a regulatory board to address director misconduct upon Council's direction. The report considers each of the governance controls topics approved by Council, and includes: a literature review of current research, commentary, and trends; an environmental scan reviewing the current practices of each province's professional engineering regulator as well as leading regulators of other professions in Ontario and Canada; and a report outlining good practices for governance controls.

The research findings indicate that Canadian regulators now operate in an environment characterized by (a) increasing public scrutiny, (b) increasing government oversight, and (c) evolving expectations for boards of directors.

Committee members expressed support for the report to be received by Council and noted that a decision to accept will need to be discussed by Council. The committee agreed by consensus to present the report to Council for receipt only. Committee members acknowledged that any further discussion or next steps will depend on directions from Council.

Budget for Professional Development for Councillors

Staff reported that in 2023, four Councillors have taken or will be taking training courses and utilized some of the funds allocated for the year. It was noted that during informal discussions and communications with and among Councillors, interest has been expressed to explore group training opportunities. It is anticipated that the Audit and Finance Committee (AFC) will be reviewing a draft operating budget this Fall that includes funds for Councillor training in 2024. Therefore, the members of GNC were invited to discuss and recommend how to apportion the proposed funds between individual and group Councillor training, on a percentage basis.

Committee members discussed and noted both the importance of allotting sufficient funds for individual training and for directing funds towards group training but declined to provide feedback to the AFC regarding specific allocation of funds between the two types.

Staff also informed the committee that, pending approval of funds in the 2024 budget, more information will follow regarding opportunities for group training sessions.

Nomination Process for PEO Representatives on Engineers Canada Board

Staff presented a revised document with tracked changes outlining the process of information related to ~~for~~ nominating PEO representatives for appointment to the Engineers Canada Board of Directors. Staff informed these recommended changes were a result of discussion at the February 2023 Council meeting to revise the process. The item is included on the GNC's 2023-2024 work plan, approved by Council.

The key discussion points and themes from the Committee's discussion are outlined below:

- Staff answered various queries regarding the relationship between PEO and Engineers Canada (EC), including that there are five Ontario representatives on EC's board who are nominated by PEO Council.

- Council discussions in February were primarily focused on: (i) the potential to change the threshold for a successful candidate from the current plurality to a majority of the votes; and (ii) feedback that the Engineers Canada Board competency profile should be highlighted in the nomination process.
- It was noted that the document is revised to show those processes that are prescribed/managed by EC, and those that are prescribed/managed by PEO in separate sections. Committee members asked staff to more clearly distinguish in the document the EC prescribed areas, including those related to their Board Competency Profile.
- Committee members inquired if Engineers Canada provided feedback on the proposed changes. Staff noted that earlier iterations of the document were reviewed by Engineers Canada and indicated that they will be invited to provide feedback on the changes being proposed.

The committee agreed by consensus to present a revised nominations process to Council, subject to any relevant feedback received from Engineers Canada.

Development of an Advisory Group to Replace the Licensing, Enforcement, and Professional Standards Committees

Staff sought input from the GNC on a proposed Strategic Stakeholder Advisory Group to fulfil the March 2023 Council motion that directed staff to “develop one or more Advisory Groups to replace the Licensing, Enforcement, and Professional Standards Committees”; and to recommend to Council that the Licensing, Enforcement, and Professional Standards Committees be stood down. Staff informed the committee that the mandate of the advisory group will be to provide guidance and recommendations to staff as required on potential strategies and activities related to PEO’s regulatory mandate. The advisory group will also help to ensure that a diversity of stakeholders’ perspective are taken into consideration when positions or initiatives are being considered.

With respect to the rationale for the recommendation to establish one advisory group, staff noted that this is to allow for PEO to have a primary and centralized resource for all regulatory related issues that require engagement from stakeholders and also be able to support and facilitate dialogues with other key stakeholders and external subject matters as needed. The responsibilities for the group will be primarily managed by the External relations department. This approach aligns with Council’s commitment to enhancing PEO’s strategic capabilities to increase engagement with stakeholders.

The key discussion points and themes from the Committee’s discussion are outlined below:

- Committee members inquired about discussions and recommendations for 3 advisory groups instead of one.
- Committee members also sought clarity from staff regarding the composition of the group and asked if engineering interns (“EITs”) can be considered for membership. Staff responded that there is flexibility within the composition structure to include EITs and other non-engineers involved in the profession.
- Staff noted that in 2021 Council adopted some governance directions, including the establishment of governance committees and committing to being a high-level governing board that would make high level policy decisions and give directions to staff to carry out those decisions. These decisions would rely on the best possible inputs from professional staff and also from people who have contributed their insights and inputs to this organization in the past and also from future members. This structure was designed to best

capture and learn from past experiences, the perspectives of external stakeholders, and input from as broad a range of sources as possible, recognizing that ultimately Council has control.

There was a consensus agreement to recommend this item to Council for its decision.

Strategic Initiative 3.2: Ensure Governance Performance and Oversight (PEO Council Governance Scorecard)

Staff presented the committee a draft scorecard of quantitative indicators which is in alignment with PEO's 2023-2025 Strategy. The adoption of a Governance Scorecard aligns with PEO's strategic goals of implementing a continuous governance improvement program. The proposed scorecard promotes the adoption of specific indicators to support Council's use of evidence-based information in its decision-making processes. Staff emphasized that the purpose of this scorecard is to establish a mechanism for supporting accountability such that Council can reasonably be assured that PEO is performing its regulatory functions in an effective manner. The draft scorecard includes a very focused set of indicators that are intended to provide a survey of organization operational health.

[S. Rawal joined at 3:05 p.m. N. Lwin joined at 3:13 p.m.]

The key discussion points and themes from the Committee's discussion are outlined below:

- Committee members expressed positive feedback on the draft scorecard of quantitative indicators as it will help Council assess metrics and increase accountability. It was noted that internally staff monitors 39 indicators, but it was narrowed down to 12 to see how PEO is performing as a regulatory body.
- Staff answered various queries of the committee members including those related to financial indicators, financial resilience, and a possible placeholder for and equity, diversity, and inclusion (EDI) indicator.
- Staff and committee members agreed that there should also be a provision to add and improve measurable indicators in the future and staff informed the committee indicators will be reviewed on a yearly basis.
- Responding to an inquiry related to metrics around complaints, discipline, and enforcement matters and protecting the public interest, staff informed that this will be explored in future iterations of the scorecard. It was noted that the metrics exist internally, however additional refinements are needed before making the scorecard public.

Special Rules Review

Staff presented a brief overview that at its May 2023 meeting, Council referred the Special Rules of Order to the GNC for review. The motion approved by Council specified that GNC must report back before the end of 2023. Therefore, the work on the review has commenced and it is focused on two areas: structure and content.

It was noted that the matter at hand for the committee relates to the first part of the review, structure – focused on identifying how the current process can be improved. The committee reviewed an assessment of three options available to Council:

- Option 1: Incorporate the Special Rules into By-law No. 1
- Option 2: Create a separate meeting rules by-law that incorporates the Special Rules.

- Option 3: Amend the provisions of By-Law No. 1 dealing with the Special Rules to allow for them to remain effective until duly rescinded or amended by Council.

Staff recommendation is to proceed with option 3.

By consensus the committee recommended that option 3 be presented to Council at its November 17, 2023 meeting. It was noted that the review of the second area of the Special Rules, content, is underway and will be presented to GNC at its meeting scheduled for October 23, 2023.

Council Election Process Review

Guidelines and Principles for Ethical Conduct

Staff informed the committee about guidelines that have been developed for staff conduct during Council elections. As the Guideline for staff is operational and feedback is welcome, no further action by GNC is required.

Staff answered various questions regarding maintaining confidentiality and various staff roles in the election process. It was noted that these guidelines have been developed to assist staff in ensuring that their conduct reflects professional and principled standards for PEO Council elections. Electoral integrity at PEO requires fairness and independence. It also requires that stakeholders, including election participants and the public, perceive that PEO elections are fair and independent. To that end, these guidelines aim to:

- Enhance public trust and confidence in PEO elections;
- Provide that PEO elections can bear scrutiny; and
- Safeguard the integrity with which PEO elections are conducted.

There was a discussion regarding the applicability of the “Caretaker Convention”. Staff noted the legal opinion that it does not apply in this situation.

Regarding Council member and volunteer conduct during elections, the committee was asked to consider whether guidelines similar to those prepared for staff are necessary; and if so, indicate the parameters that should be placed on the conduct of Council members or other volunteers during elections. The committee expressed the view that no similar document be considered at this time.

Other Election Matters: Voter Turnout Data Analysis and Elections Communication Strategy

The GNC reviewed and discussed data regarding voter turnout in PEO elections. In addition, the committee discussed PEO’s 2024 Elections Communications Plan. No further action by GNC is required, however feedback from the committee is welcomed in the lead up to the launch of the election cycle.

Briefing Note Template

Staff informed and sought feedback from the committee on efforts to modernize briefing notes at PEO to ensure that briefing materials support transparent and evidence-based decision-making. It was agreed by both staff and committee members to put the new template into practice and make improvements and changes as needed.

Other Discussions

In response to a query regarding the status of the election reform process, staff noted the initiative is proceeding according to a prioritized schedule.

Motion to Move In Camera

Moved by Councillor Arenja, seconded by President Fraser:

That the Committee move in camera.

CARRIED

In Camera

The Committee met in camera at 3:55 p.m. to discuss agenda items 5.0 and 17.1.

Return to Open Session

The Committee returned to open session.

[A. Arenja left at 4:00 p.m. during the in camera session]

There being no further business, the meeting concluded at 4:07 p.m.

These minutes consist of 7 pages.

“Susan MacFarlane”

S. MacFarlane, P.Eng., Committee Chair

“Marina Solakhyan”

M. Solakhyan, Director, Governance



Minutes

C-560-Reports

The 20th Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Friday, June 9, 2023, at 9:30 a.m.

- Present:** Vicki Hilborn, P.Eng., Committee Chair and Western Regional Councillor
Roydon Fraser, P.Eng., President (ex officio)
Greg Wowchuk, P.Eng., President-elect (ex officio)
David Kiguel, P.Eng., East Central Region Councillor
Michelle Liu, P. Eng., Eastern Region Councillor
Leila Notash, P.Eng., Vice President (appointed) and Councillor-at-Large
Uditha Senaratne, P.Eng., Lieutenant Governor-in-Council Appointee
- Regrets:** Nick Colucci, P.Eng., Past President (ex officio)
- Staff:** Jennifer Quaglietta, P.Eng., CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Arun Dixit, P. Eng., VP, Corporate Operations and Digital Transformation
Marina Solakhyan, Director, Governance
Jordan Max, Manager, Policy
Meg Feres, Supervisor, Council Operations
Antora Anowar, Committee and Council Coordinator
- Observers:** Vajahat H. Banday, P.Eng., MSEE, MSCE, PE (Michigan), FEC, Councillor-at-Large
Andrew Cornel, P.Eng., Chair, Experience Requirements Committee (ERC)
Santosh Gupta, Chair, Licensing Committee
Michael D. Justason, McMaster University
Derek Rayside, University of Waterloo

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 Senaratne, seconded by Councillor Kiguel:

That the agenda for the June 9, 2023, meeting be approved as presented.

CARRIED

Conflicts of Interest

No conflicts were declared but Councillor Hilborn stated she is an employee of the government but present at the meeting as a citizen.

Previous Minutes

There was a discussion related to the section of minutes titled "*Policy Priorities for 2023-2024*". It was agreed that the following point should be added to the list of priorities:

- Beyond non-CEAB accredited programs (such as the Washington Accord), consider and explore other routes of entry for PEO's international applicants, particularly those with degrees from Canadian universities, to determine who should be exempted from the examination program.

There was also a discussion regarding the process followed in previous years to identify priorities. It was noted that, going forward, it is important for the committee to establish a systematic and comprehensive approach.

Moved by President Fraser, seconded by Councillor Kiguel:

That the minutes of the 19th open session meeting of the Regulatory Policy and Legislation Committee, held on April 14, 2023 and as amended, accurately reflects the business transacted at that meeting.

CARRIED

[M. Liu joined the meeting at 9:40 a.m.]

Draft RPLC Work Plan 2023-2024

Staff presented the proposed 2023-2024 RPLC work plan, including an overview of priority items and topics organized by committee meeting and the associated Council meeting dates.

The key discussion points and themes from the Committee's discussion are outlined below.

Flexibility: There were comments that highlighted that a work plan should be flexible so that items can be added, removed, or re-prioritized according to changing or unforeseen circumstances.

Admissions Guiding Principles: There were comments regarding the omission of an item related to guiding principles for admissions, including the need for holistic evolutionary improvements and the identification of unintended consequences.

Canadian Experience Requirement: The proposed discussion regarding the Canadian Experience Requirement and consequences of its removal from the regulation should state in the description area that staff are working with the Ministry of the Attorney General to remove this requirement from the regulation, as directed by Council.

Stakeholder Engagement: Committee members stressed the importance of stakeholder engagement in terms of not only soliciting and receiving information and feedback, but also in terms of making a commitment to inform stakeholders regarding the outcome of their feedback in any final recommendations to Council. It was noted that the policy development framework being developed contains a principle related to stakeholder engagement and participation.

It was agreed that staff would make the following revisions to the work plan:

- Replace the mandate description with an introductory phrase to outline and explain that the work plan is a living and flexible document intended to be a framework and provide guidance for the committee's activities. Throughout the year, there may be occasions where the Council chooses to or must add, remove, or re-prioritize items and shift business focus based on changing priorities or unforeseen circumstances.

- Add a new item related to the Guiding Principles for PEO admissions in light of recent changes to the admissions process implemented to meet the requirements imposed by the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA).
- Move the discussion of the “Current Experience Requirement” from meeting 2 to meeting 3.

[M. D. Justason joined the meeting at 9:56 am]

It was agreed that staff would revise the work plan accordingly and circulate it to the committee by email for a vote to advance to Council for approval. The draft work plan will either be presented to Council for approval at the June meeting or re-visited at the next Committee meeting, pending the outcome of the vote.

Review of RPLC Charter

The Committee discussed its Charter and reviewed the contents therein including the mandate, composition, and duties and responsibilities. It was noted that any recommendations for changes would be forwarded to the Governance and Nominating Committee which is responsible for making recommendations to Council regarding the Charters of all four governance committees.

A motion to amend the Charter was proposed and discussed.

Moved by Councillor Notash, seconded by President-elect Wowchuk:

That the RPLC Charter should include “*Ensure adequate stakeholder engagement*” as one of the duties and responsibilities.

CARRIED

A summary of the Committee’s continued discussions is outlined below.

- It was suggested that the work of RPLC should not be limited to reviewing policy proposals but, more broadly, all regulatory issues and their impacts.
- The importance of elaborating on what is meant by “Regulatory Impact Analysis” and the suggestion that it references the analysis of internal activities as well as those that are external, such as environmental scans.
- The need to specify, in any given Council year, the areas of expertise required to successfully deliver the committee’s commitments as outlined on the approved work plan.
- The need to specifically define the Committee’s mandated role to “...enable effective regulatory policy and legislation...”. It was suggested that principles of evidence-based decision making, proportionality, participation and engagement, equity and inclusion, and transparency and accountability which are defined in the proposed Policy Development Framework, could be considered to define “effective” in the context of this area of the Charter.

It was agreed the discussion points related to broadening the regulatory mandate, specifying areas of expertise, and specifying the definitions of “effective” and “Regulatory Impact Analysis” would be re-visited and considered at the next opportunity for the Committee to review its Charter.

Moved by Councillor Kiguel, seconded by Councillor Wowchuk:

That the Governance and Nominating Committee review and recommend the RPLC Charter for Council approval, including the recommendation to add “*Ensure adequate stakeholder engagement*” as one of the duties and responsibilities.

CARRIED

Regulatory Process-Ontario

Staff provided a presentation on regulations and how they fit in the structure of understanding the regulatory framework. All activities of a regulatory body like PEO are governed first and foremost by the Act which outlines the responsibilities and decision-making authority. It was noted that the statute of a regulatory body such as PEO must comply and be in alignment with other pieces of legislation that supersede the Act, including FARPACTA and the Human Rights Code. Any regulatory changes recommended by PEO are ultimately decisions to be made by the government as matters of law.

The presentation also included an overview of current regulations governing PEO including Regulation 941 (General) and Regulation 260/08 (Performance Standards), as well as the sequence of steps and overview of roles in the regulation change process. It was noted that discussions at the committee or Council level related to policy directions occur in open session, however once regulations are sealed they are subject to Cabinet confidentiality, and any further discussions must take place in camera.

Committee members thanked staff for the presentation of the provincial regulatory process.

[U. Senaratne signed off at 11:00 am]

[Observers signed off at 11:03 am]

Motion to Move In Camera

Moved by President-elect Wowchuk, seconded by Councillor Notash:

That the Committee move in camera.

CARRIED

In Camera Meeting

The Committee met in camera.

There being no further business, the meeting concluded at 11:05 a.m. These minutes consist of 4 pages.

“Vicki Hilborn”

V. Hilborn, P.Eng., Committee Chair

“Marina Solakhyan”

M. Solakhyan, Director, Governance



Minutes

C-560-Reports

The 21st Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Friday, August 25, 2023, at 9:00 a.m.

- Present:** Vicki Hilborn, P.Eng., Committee Chair and Western Regional Councillor
Roydon Fraser, P.Eng., President (ex officio)
David Kiguel, P.Eng., East Central Region Councillor
Uditha Senaratne, P.Eng., Lieutenant Governor-in-Council Appointee
- Regrets:** Nick Colucci, P.Eng., Past President (ex officio)
Greg Wowchuk, P.Eng., President-elect (ex officio)
Michelle Liu, P. Eng., Eastern Region Councillor
Leila Notash, P.Eng., Vice President (appointed) and Councillor-at-Large
- Staff:** Jennifer Quaglietta, P.Eng., CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Marina Solakhyan, Director, Governance
Jose Vera, Director, Licensing
Jordan Max, Manager, Policy
Tom Granat, Policy Analyst
Arden Heerah, Professional Development Lead, Tribunals and Regulatory Affairs
Meg Feres, Manager, Council Operations
Antora Anowar, Committee and Council Coordinator

Call to Order

Notice having been given, the meeting was called to order. It was noted that a quorum was not present and that the meeting would proceed with discussion amongst the committee members and staff present.

Approval of Agenda

The agenda was not reviewed.

Conflicts of Interest

No conflicts were declared.

Removal of the Canadian Experience Requirement from the Regulation

This item was discussed in camera.

The Committee returned to open session at 9:45 a.m.

PEAK 2.0 Changes-Exemptions, Etc

Staff presented a proposal to implement an exemption for all 13,000 fee remission enrollees (97% of whom are retired) from the entire PEAK program starting in 2024. It was noted that this is the next step in implementing the

PEAK program incrementally by strategically introducing adjustments and refinements. Staff informed the committee that a policy impact analysis has been conducted to crystalize discussions and reach the recommendations.

The key discussion points and themes from the Committee's discussion are outlined below:

- Committee members commented that retirees who have participated and completed the modules have found them to be beneficial and enjoyable and inquired if the exemption is implemented, will there be any scope for them to access the modules in PEAK on a volunteer/ optional basis. Staff responded that it may be a possibility for the ethics module to be accessed in the suggested manner, perhaps in a later phase after other operational PEAK priorities have been completed.
- Committee members inquired about a timeline for a broader review of PEAK involving members. Staff responded that a licence holders survey is currently underway and is one element of the process for continuous improvement to ensure a more meaningful program that has direct correlation to PEO's mandate of public protection.
- Committee members suggested that that it would be beneficial to add information to the Council briefing note that explains the PEAK process to individuals after ending their participation in fee remission and returning to practice.
- Committee members inquired about enforcement efforts as it relates to fee remission, noting that this cohort has minimal or no PEAK obligations. The committee requested that the information related to enforcement efforts be included in the briefing note for Council.
- RPLC members inquired about eligibility for fee remission in circumstances of temporary financial difficulty. Staff responded the current PEAK remission requires individuals to meet one out of five criteria and that they must declare and sign that they do not intend to practice.
- Committee members expressed concern that if non practising engineers are not required to participate in the PEAK program, there is a potential for the P.Eng. designation to be misconstrued as "right to title" licence rather than a "right to practice" licence. Staff acknowledged that there are no defined categories of licensure with commensurate obligations. This issue is part of the plan for continuous improvement of the PEAK program.

With respect to next steps, there was general agreement among the committee to include this matter as a decision item on the agenda for Council's September 22, 2023 meeting.

[T. Granat joined at 10:05 a.m.]

[A. Heerah left at 10:18 a.m.]

Acoustical Engineering Service in Land Use Planning Guideline

Staff presented a proposal recommending the approval of an updated guideline for "Professional Engineers Providing Acoustical Engineering Services in the Land-Use Planning Process". It was noted that in November 2020, the Professional Standards Committee (PSC) was authorized by Council to revise the 1998 guideline and a subcommittee was formed to carry out the revisions and oversee a public consultation process. Since the publication of the last guideline, there have been several changes to legislation and the standards of practice of Acoustical Engineering Services in Land-Use Planning. In the new proposed document, several references in this guideline related to acoustics have been updated and expanded. In addition, significant comments that were received as part of the public consultation has been taken into account reflecting essential practices that are required for this type of work.

The committee suggested that in addition to the complete, unfiltered consultation data, the creation of a summary document containing the general comments would be beneficial to assist the review process for the committee and ultimately, Council.

There was consensus agreement that this item can be deferred to the next RPLC meeting when a summary document will be available as part of the material.

Strategic Initiative 2.1: Professional Standards and Practice Guideline - Guideline Review Schedule

The committee reviewed a prioritized schedule for ensuring that all PEO practice guidelines and standards are up to date through review and/or update. Staff also provided an explanation of the two-stage process followed in prioritizing items and timeline for reviews.

The key discussion points and themes from the Committee's discussion are outlined below:

- Committee members inquired how documents are prioritized for review in the calendar year. It was noted that factors such as the age of the document, the last time it was reviewed, and the potential audience size, and other risk-based approaches are taken into consideration. Issues are often identified by PEO's Practice Advisory Services, which encompass staff functions such as issuing guidelines and standards, bulletins, Engineering Dimensions articles, and practice inquiries (email, web, and voice) responses.
- Committee members asked about the process used to identify new guidelines, particularly those in niche areas of practice. The main channels of information and guidance were noted, including practice advisory Services as well as complaints and discipline cases. These sources provide an indication of the kinds of issues and risks that are being identified by practitioners in day-to-day situations. Additionally, licence holders will be invited to complete a substantive professional practice survey that will inquire about practice issues on risks-and how they can be mitigated.
- Staff answered various queries regarding the steps that are followed for the guideline workplan, the process of developing new guidelines, and the roles of the practice advisory functions in the process.

[T. Granat left the meeting at 11:13 a.m.]

RPLC Work Plan For 2023-2024

The committee reviewed an updated draft RPLC work plan for 2023-2024 which incorporates changes discussed at the committee's August meeting. It was noted that a preamble was added to all the committee work plans indicating that they are flexible documents and that there may be occasions where Council chooses to or must add, remove, or re-prioritize items and shift business focus based on changing priorities or unforeseen circumstances.

There was consensus agreement that the work plan can be recommended to Council for approval.

Future Direction of the Engineering Intern Program (EIT)

Staff provided an update on policy development work for identifying and addressing issues resulting from the suspension of EIT program for new applicants, due to the new FARPACTA-compliant licensing process. It was noted that there is an ongoing survey involving major stakeholder groups and work has already begun using the new policy impact assessment form. Staff further informed that they are in the information gathering stage, including an environmental scan of other jurisdictions.

Committee members commented on the importance of consistent messaging and the need for regular and meaningful information updates to stakeholders on the status of changes to the EIT program. It was noted that staff is working to develop a comprehensive communications plan for that purpose.

PEO Admissions: Guiding Principles

The committee reviewed background information on PEO's admissions guiding principles in relation to FARPACTA.

The committee discussed the recently approved licensing admissions process developed this year to comply with FARPACTA requirements and noted the importance of operating by guiding principles; addressing risks and consequences of the new licensing admissions process and prioritizing how to address them; and reflecting on a system for continuous improvement and development of solutions.

There being no further business, the meeting concluded at 12:10 p.m. These minutes consist of 4 pages.

“Vicki Hilborn”

V. Hilborn, P.Eng., Committee Chair

“Marina Solakhyan”

M. Solakhyan, Director, Governance

Mtg	Date	Title	Motion	Status
559	22-Sep-23	8.4a) Reducing the Engineering Experience 4-year Time Requirement	<p>That RPLC provide Council with a plan at the November 2023 meeting of Council, that includes a timeline and a plan for involving ERC experience requirement experts, to</p> <p>(a) consider introducing an apprentice/intern pathway to engineering experience as an alternative to CBA; and</p> <p>(b) consider reducing the 4-year experience requirement for all experience pathways to licensure.</p> <p>CARRIED</p>	In progress
559	22-Sep-23	Motion to Defer	<p>Move to defer all items in Section 7 and all items in Section 8 except:</p> <p>8.3 (Eng Can Director Report, delivered earlier in meeting)</p> <p>8.4a) Reducing 4-year Eng. Experience Time Requirement</p> <p>to the next Council meeting.</p> <p>CARRIED</p>	Complete
559	22-Sep-23	6.5 Appointment of Deputy Registrar	<p>That Americo Viola, P.Eng., be appointed Deputy Registrar, effective September 25, 2023, until such time as Council appoints a successor, and that the temporary appointment of Arun Dixit, P.Eng. as Interim Deputy Registrar be ended, with PEO's gratitude for his additional service, effective the same date.</p> <p>CARRIED UNANIMOUSLY</p>	Complete
559	22-Sep-23	5.1 Report from Tribunals	<p>That Council adopt the appointments as set out in C-559-5.1, Appendix C - the Report on Tribunal Appointments, provided in the September 22, 2023 Briefing Note from Tribunals.</p> <p>CARRIED</p>	Complete
559	22-Sep-23	4.4 Mandatory CPD (PEAK): Proposed Policy Change	<p>That Council approve exempting all Licence and Limited Licence holders who qualify for fee remission from all annual continuing professional development requirements, effective January 2024.</p> <p>CARRIED</p>	Complete
559	22-Sep-23	4.3 RPLC Work Plan for 2023-2024	<p>That the Work Plan for the Regulatory Policy and Legislation Committee, as submitted to the meeting at C-559-4.3, Appendix A, be approved.</p> <p>CARRIED WITH CONSENT AGENDA</p>	Complete

559	22-Sep-23	4.2 2024 AGM	<p>Original Motion That Council endorse a [] format for PEO's 2024 Annual General Meeting.</p> <p>Vote #1 That "in-person" be inserted as the choice of format for PEO's 2024 Annual General Meeting. DEFEATED</p> <p>Vote #2 That "hybrid" be inserted as the choice of format for PEO's 2024 Annual General Meeting.</p> <p>Final Motion That Council endorse a hybrid format for PEO's 2024 Annual General Meeting. CARRIED</p>	Complete
559	22-Sep-23	2.2 Consulting Engineer Designation Applications	<p>That:</p> <p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as presented to the meeting at C-558, Appendix A, Section 5. CARRIED WITH CONSENT AGENDA</p>	Complete
559	22-Sep-23	2.1 OPEN SESSION MINUTES – 558th Council Meeting – June 23, 2023	<p>That the minutes of the 558th meeting of Council, held June 23, 2023, as presented to the meeting at C-559-2.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED WITH CONSENT AGENDA</p>	Complete

558	23-Jun-23	3.10 Policy Development Framework	<p>Original Motion That Council adopts the Policy Development Framework as presented.</p> <p>Amendment That the Policy Development Framework be amended to reflect that both policy impact analysis and the Policy Impact Analysis Tool will be expected, but not required, of all PEO regulatory policy initiatives. CARRIED</p>	Complete
558	23-Jun-23	3.9 Selection and Recommendation of Election Officials	<p>That: 1. Council approve the Chief Elections Officer role description and Oath of Office, as presented to the meeting at C-558-3.9, Appendix A and Appendix B;</p> <p>2. That Council approve the Official Elections Agent security requirements, as presented to the meeting at C-558-3.9, Appendix C;</p> <p>3. That the Governance and Nominating Committee's Election Officials Subcommittee be composed of Council members Vajahat Banday, Vicki Hilborn, Nanda Lwin, Luc Roberge, and Glen Schjerning, appointed in accordance with the terms and procedures presented to the meeting at C-558-3.9, Appendices D. CARRIED</p>	Complete
558	23-Jun-23	3.8 CESC Appointments and Transitions	<p>That: a) Isidro Buquiron, P.Eng., Giuseppe (Joseph) Facca, P.Eng., Suresh Khanal, P.Eng., and Mostafa Khosravyelhossaini, P.Eng. be appointed as the additional members to the 2023-2024 Central Election and Search Committee;</p> <p>b) the 2022-2023 Central Election and Search Committee be stood down with thanks at the close of this Council meeting; and</p> <p>c) the 2023-2024 Central Election and Search Committee be constituted at the close of this Council meeting. CARRIED</p>	Complete

558	23-Jun-23	3.7 2024 Council Election Matters	<p>Original Motion</p> <p>That Council, with respect to the 2024 Council election:</p> <p>a) approve the 2024 Nomination and Voting Procedures, as presented to the meeting at C-558-3.7, Appendix A;</p> <p>b) approve the 2024 Election Publicity Procedures, as presented to the meeting at C-558-3.7, Appendix B;</p> <p>c) approve the 2024 Nomination Form as presented to the meeting at C-558-3.7, Appendix C;</p> <p>d) approve the 2024 Nomination Acceptance Forms for President-Elect, Vice President, Councillor-at-Large, and Regional Councillor as presented to the meeting at C-558-3.7, 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 (Nanda Lwin, P.Eng., Michelle Liu, P.Eng., Luc Roberge, P.Eng., Ravinder Panesar, P.Eng., Susan MacFarlane, P.Eng.) as Chair of the RESC for their Region.</p> <p>Friendly Amendment</p> <p>To remove the strike-out of section 26 on Election Publicity Procedures at C-558-3.7, Appendix B, and include it in the approved document.</p>	
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558	23-Jun-23	3.7 2024 Council Election Matters	<p>New Motion</p> <p>That all Nomination Acceptance Forms at C-558-3.7 Appendix D, be amended to read:</p> <p>I declare that I have read and understand the Code of Conduct for Councillors located at section 3.1.8 of the PEO Governance Manual and agree to act in accordance with it if elected.</p> <p>I declare that I will complete the PEO mandatory compliance training if elected.</p> <p>I have completed or will complete the “Board Basics” orientation by December 31, 2023.</p> <p>CARRIED</p> <p>Friendly Amendment</p> <p>That changes to the Nomination Form be reflected in Procedures 11 and 12 of the Nomination and Voting Procedures in C-558-3.7, App A. These changes will be made by the CEO/Registrar.</p>	Complete
558	23-Jun-23	3.5 Approval of GNC Work Plan for 2023-2024	That the Work Plan for the Governance and Nominating Committee, as submitted to the meeting at C-558-3.5, Appendix A, be approved. CARRIED	Complete
558	23-Jun-23	3.4 Approval of AFC Work Plan for 2023-2024	That the Work Plan for the Audit and Finance Committee, as submitted to the meeting at C-558-3.4, Appendix A, be approved. CARRIED	Complete
558	23-Jun-23	3.3 Approval of HRCC Work Plan for 2023-2024	That the Work Plan for the Human Resources and Compensation Committee, as submitted to the meeting at C-558-3.3, Appendix A, be approved. CARRIED	Complete
558	23-Jun-23	2.3 Changes to the 2023 Committees Membership Lists	That Council re-appoint the chair of the Experience Requirements Committee (ERC) as presented to the meeting at C-558-2.3, Appendix A. CARRIED	Complete

558	23-Jun-23	2.2- Consulting Engineer Designation Applications	<p>Original Motion</p> <p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.</p> <p>3. That Council decline the application for designation as a Consulting Engineer as presented to the meeting at C-558, Appendix A, Section 3.</p> <p>4. That Council decline the application for redesignation as a Consulting Engineer as presented to the meeting at C-558, Appendix A, Section 4.</p> <p>5. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as presented to the meeting at C-558, Appendix A, Section 5.</p> <p>New Motion: That the applicants to be declined in parts 3 and 4 of the motion have no decision made, pending further clarification. Parts 1, 2, and 5 of the motion are sustained. CARRIED</p>	Complete
557	5-May-23	15. Appointment of Interim Deputy Registrar	<p>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</p> <p>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</p>	Complete
557	5-May-23	12. 2023 – 2024 Performance Goals for the CEO/Registrar	<p>That Council approve the CEO/Registrar goals as presented at C-557-12, Appendix A (“CEO/Registrar 2023-2024 Goals Review Form”). CARRIED</p>	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	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. 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. 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. 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.	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	<p>That Leila Notash, P.Eng., be appointed as Vice President for the 2023-2024 Council year.</p> <p>CARRIED</p>	Complete
557	5-May-23	6. Appointment of Chair of Regional Councillors Committee	<p>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.</p>	Complete
557	5-May-23	5. Appointment of Council Meeting Chair	<p>That Roydon Fraser, P.Eng., be appointed the Council Meeting Chair for the 2023-2024 Council year or until his successor is appointed.</p>	Complete

557	5-May-23	4. Special Rules of Order	<p>That the proposed Special Rules of Order, as presented to the meeting at C-557-4, Appendix A, be approved effective immediately, and</p> <p>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.</p>	Complete
556	31-Mar-23	3.9 IMPLEMENTATION OF GOVERNANCE DIRECTIONS RE: NON-GOVERNANCE COMMITTEES	<p>New Motion #1</p> <p>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.</p> <p>New Motion #2</p> <p>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.</p>	In progress
556	31-Mar-23	3.8 GOVERNANCE MANUAL: INCORPORATING CHARTERS/PROTOCOLS & MAKING OTHER CHANGES	<p>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.</p> <p>CARRIED</p>	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"> •Chapter AGMs •Technical seminars/tours •Networking events •30x30 events •Scholarships <p>Council approves to support with modifications the following types of chapter activities:</p> <ul style="list-style-type: none"> •Licence certificate presentations •Education/school outreach activities •Licensure Assistance Program •Chapter social media •GLP chapter activities •Chapter support of community organizations <p>Council approves to re-assign the following types of chapter activities:</p> <ul style="list-style-type: none"> •Regulatory seminars •Chapter websites <p>and</p> <p>Council approves to suspend the following type of chapter activity:</p> <ul style="list-style-type: none"> •Chapter event sponsorship from external sources <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 Nick Colucci, P.Eng., Past President, 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	That: 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.	Complete
556	31-Mar-23	2.0 Consent Agenda	That the Consent Agenda be approved as amended, consisting of: 2.2 Consulting Engineer Designation Applications	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: That, effective immediately, Council hereby stands down the following committees and subcommittees:</p> <ul style="list-style-type: none"> • Advisory Committee on Volunteers (ACV), • Education Committee (EDU) and Education Conference Planning Subcommittee, • Equity and Diversity Committee (EDC), • External Honours Subcommittee (of the Awards Committee), • Gala Advisory Committee (subcommittee of the Awards Committee), • PEO-OAA Joint Liaison Committee (PEO-OAA JLC), • PEO-OSPE Joint Relations Committee (PEO-OSPE JRC), • Volunteer Leadership Conference Planning Committee (VLCPC). <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: 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"> • Audit and Finance Committee (AFC) • Governance and Nominating Committee (GNC) • Human Resources and Compensation Committee (HRCC) • Regulatory Policy and Legislation Committee (RPLC) <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>For: 19 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>Against: 0 Abstain: 0</p>	Complete

549-2.14	23-Sep-22	Reimbursement Policy: Chapter Volunteers	<p>That Council direct the Audit & Finance Committee to consider the inclusion of a chapter-specific appendix in the Reimbursement Policy, to include partner expense reimbursements when a volunteer attends a Regional Congress.</p> <p>Move to refer the motion back to the Regional Congress Committee for further review. DEFEATED</p> <p>For: 2 T. Kirkby P. Shankar</p> <p>Against: 21 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>Against: 0</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>For: 6 V. Banday C. Chahine J. Chisholm R. Fraser V. Hilborn P. Shankar</p> <p>Against: 13 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>Abstain: 3 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>For: 21 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>Against: 0 Abstain: 0</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>For: 21 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>Against: 1 V. Banday</p> <p>Abstain: 0</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>CARRIED</p> <p>For: 14 A. Arenja C. Bellini R. Brunet C. Chiddle A. Dryland V. Hilborn S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske S. Sung R. Walker</p> <p>Against: 6 V. Banday C. Chahine C. Cutler R. Fraser D. Kiguel T. Kirkby</p> <p>Abstain: 1 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>CARRIED</p> <p>For: 15 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>Against: 5 V. Banday C. Chahine R. Fraser D. Kiguel T. Kirkby</p> <p>Abstain: 1 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 CARRIED</p> <p>For: 19 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>Against: 3 V. Banday J. Chisholm R. Fraser</p> <p>Abstain: 0</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>CARRIED</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>DEFEATED</p> <p>Recorded Vote</p> <p>For: 7 V. Banday R. Fraser D. Kiguel T. Kirkby L. Notash S. Sung G. Wowchuk</p> <p>Against: 15 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</p> <p>Abstain: 1 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"> •Creating a fair, transparent, accessible and efficient application process that maintains competency and complies with FARPACTA by July 1, 2023 •Reviewing licensing business processes and implementing changes to improve efficiency without sacrificing public safety or information security by January 1, 2025 •Ensuring all licensing activities reflect the values of equity, diversity and inclusion <p>Goal 2: Optimize organizational performance. We will initiate this by:</p> <ul style="list-style-type: none"> •Updating and developing standards and practice guidelines •Ensuring adequate IT infrastructure, improving our capacity to collect and manage data •Reviewing and improving communication and business processes, including ensuring they reflect the values of equity, diversity and inclusion 	Complete
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			<p>Goal 3: Implement a continuous governance improvement program. We will do this by:</p> <ul style="list-style-type: none"> •Ensuring orientation for Councillors and PEO's Executive Leadership Team •Ensuring Committees and Council have the necessary evidence to support quality decision-making •Establishing metrics for governance performance, which include principles of equity, diversity and inclusion by spring 2023 and implementing an annual review <p>Goal 4: Refresh PEO's vision to ensure all stakeholders see relevance and value in PEO. We will do this by:</p> <ul style="list-style-type: none"> •facilitating meaningful dialogue with members and other stakeholders •undertaking required research •developing a proposed vision for consultation <p>CARRIED Recorded Vote</p> <p>For: 19 C. Bellini R. Brunet C. Chahine C. Chiddle L. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Notash L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p>Against: 3 V. Banday T. Kirkby G. Wowchuk</p> <p>Abstain: 1 J. Chisholm</p>	Complete
548-2.6	24-Jun-22	CEO/Registrar Goals For 2022-2023 – Recommendation From Human Resources And Compensation Committee (HRCC)	That Council approve the CEO/Registrar goals as presented at C-548-2.6, Appendix A (Performance Review Form). CARRIED	Complete

548-3.2	24-Jun-22	Consulting Engineer Designation Applications	<p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-548-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-548-3.2, Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as set out in C-548-3.2, Appendix A, Section 3.</p> <p>CARRIED</p>	Complete
548-3.3	24-Jun-22	Statutory Committees – Re-appointments Subject To Approval By The Attorney General	<p>To re-appoint members, who are not members of the Council nor members of the Association, as specified in C-548-3.4, Appendix A, to their respective committees for three (3) year terms subject to and effective as of the date of approval by the Attorney-General as required pursuant to sections 19.1(1)1ii, 25.(1)(b) and 27(1)3ii of the Professional Engineers Act.</p> <p>CARRIED</p>	Complete
548-3.4	24-Jun-22	Central Election And Search Committee	<p>The following motion, approved in-camera, was moved into open session.</p> <p>That:</p> <p>a) Michael Chan, P.Eng., and Dave Estrella, P.Eng. be appointed as the 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>	Complete
547-5	4-May-22	Appointment of Council Meeting Chair	<p>That Nick Colucci, P.Eng., be appointed the Council Meeting Chair for the 2022-2023 Council year or until his successor is appointed. CARRIED</p>	Complete

547-6	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 Bandy, P.Eng., Robert Brunet, P.Eng., Nick Colucci, P.Eng., Lorne Cutler, P.Eng., Roydon Fraser, P.Eng., Paul Mandel, P.Eng., Pappur Shankar, P.Eng., Sherlock Sung, and Randy Walker, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>2. That the Governance and Nominating Committee be composed of Council members Arjan Arenja, P.Eng., Christian Bellini, P.Eng., Nick Colucci, P.Eng., Roydon Fraser, P.Eng., Tim Kirkby, P.Eng., Susan MacFarlane, P.Eng., George Nikolov, P.Eng., and Gregory Wowchuk, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>3. That the Human Resources and Compensation Committee be composed of Council members Christian Bellini, P.Eng., Nick Colucci, P.Eng., Andy Dryland, Roydon Fraser, P.Eng., Luc Roberge, P.Eng., and Scott Schelske, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>4. That the Regulatory Policy and Legislation Committee be composed of Council members Christopher Chahine, P.Eng., Chantal Chiddle, P.Eng., James Chisholm, P.Eng., Nick Colucci, P. Eng., Roydon Fraser, P.Eng., Vicki Hilborn, P.Eng., David Kiguel, P.Eng., Dana Montgomery, P.Eng., and Leila Notash, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p>	Complete
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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 For: 7 V. Banday, C. Chahine, J. Chisholm, R. Fraser, D. Kiguel, L. Notash, G. Wowchuk Against: 12 C. Bellini, C. Chiddle, L. Cutler, S. MacFarlane, P. Mandel, D. Montgomery, G. Nikolov, L. Roberge, S. Schelske, P. Sankar, S. Sung, R. Walker Abstain: 1 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 For: 12 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 Against: 0 Abstain: 3 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 & 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"> - Contact the first runner-up from the most recent Council election for the position where the vacancy has arisen to determine if they are interested in serving the unexpired portion of the Council member's term and if so recommend that Council appoint that person at the earliest opportunity; or - In the event the first runner-up for a position declines, contact the next runner-up in the most recent election and, if that person is willing, recommend them for appointment as above; and if that runner-up declines, continue this process in sequence with additional runners-up, as applicable; or - In the event that all runners-up decline, or where there were no runners-up because of an acclamation at the time of the last election, invite expressions of interest from those PEO Members eligible to fill the vacancy, consider candidates and make a recommendation to Council at an appropriate time. and <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. 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