



Minutes

The 501st MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was held at PEO Offices, 40 Sheppard Avenue West, Toronto, Ontario on Friday, May 29, 2015 at 9:00 a.m.

Present: T. Chong, P.Eng., President and Chair
J. D. Adams, P.Eng., Past President
G. Comrie, P.Eng., President-elect
B.Dony, P.Eng., Vice President (Appointed) – [via teleconference]
I. Bhatia, P.Eng.
D. Brown, P.Eng.
N. Colucci, P.Eng. [Plenary session only]
B. Dony, P.Eng.
S. K. Gupta, P.Eng.
R. J. Hilton, P.Eng. [via teleconference – minutes 115528 – 1154 only]
R. Huang, LL.B.
R. Jones, P.Eng.
C.M. Kidd, P.Eng.
L. King, P.Eng.
B. Kossta
E. Kuczera, P.Eng.
D. Preley, P.Eng.
S. Reid, C.Tech.
S. Robert, P.Eng.
C. Sadr, P.Eng.
R.K. Shreewastav, P.Eng.
M. Spink, P.Eng.
W. Turnbull, P.Eng.

Regrets: D. Chui, P.Eng.
R. A. Fraser, P.Eng.
M. Long-Irwin
P. J. Quinn, P.Eng.
G. McDonald, P.Eng., Registrar

Staff: S.W. Clark, LL.B.
M. Cellucci
C. Mucklestone
L. Latham, P.Eng.
M. Price, P.Eng.
A. Zimmerman
J. Zuccon, P.Eng.
R. Martin
D. Power

- Guests:
- A. Bergeron, P.Eng., PEO Director, Engineers Canada [minutes 11535 – 11541 only]
 - K. Chan, P.Eng., President & Chair OSPE [Plenary session only]
 - D.L. Freeman, P.Eng., PEO Director, Engineers Canada [minutes 11522 – 11541, except minute 11534]
[via teleconference, minutes 11522 – 11541, except 11534]
 - C.D. Roney, P.Eng., PEO Director, Engineers Canada [via teleconference minutes 11522 – 11541, except minute 11534]
 - S. Cornish, Attorney General’s Office [11528 – 11541, except minute 11534]
 - A. Lewis, Attorney General’s Office [11526 – 11541, except minute 11534]

On Thursday evening, Council held a plenary session to discuss the OSPE Strategic Plan and the Continuing Professional Development, Competency and Quality Assurance Task Force (CPDCQA TF) Update.

Council convened at 9:00 a.m. Friday, May 29, 2015.

CALL TO ORDER

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

11522

WAIVER OF NOTICE – ITEM 3.4 – REPRESENTATIVE TO ENGINEERS CANADA AUDIT COMMITTEE

Moved by Councillor Gupta, seconded by Councillor Bhatia:

That Council waive notice for item 3.4 – Nomination of PEO representative to the Engineers Canada Audit Committee.

[Secretariat Note: Subsequent to the 501 Council meeting unanimous consent was obtained.]

11523

APPROVAL OF AGENDA

Moved by Councillor Kuczera, seconded by Councillor Kossta:

That:

- a. the agenda, as presented to the meeting at C-501-1.1, Appendix A be approved, and**
- b. the Chair be authorized to suspend the regular order of business.**

CARRIED

11524

PRESIDENT’S REPORT

President Chong reported that:

- Further to the presentation by Karen Chan at the May 29, 2015 Council Plenary session which resulted in fruitful discussion, President Chong expressed commitment to work with OSPE to strengthen the engineering profession for productive and continuous discussions through the Joint OSPE Relations Committee;
- The first joint OSPE/PEO Big Bike Ride corporate challenge event will be held on June 4, 2015 to raise money for heart and stroke.
- On behalf of Council, congratulated former LGA Councillor Chris Roney on his successful election as President Elect of Engineers Canada at their Annual General Meeting held May 23, 2015. As agreed by Council, Chris Roney will continue on as one of PEO’s

Engineers Canada Directors until 2018;

- On behalf of Council congratulated Councillors Preley and Shreewastav on receiving the Ontario Amethyst Award at a ceremony at the Sony Centre for the Performing Arts in Toronto on May 28, 2015;
- The newest members of PEO's Senior Management Team (Maria Cellucci, Connie Mucklestone and Alan Zimmermann) were welcomed.

**11525
REGISTRAR'S REPORT**

There was no report.

**11526
2016 BUDGET ASSUMPTIONS**

Moved by Councillor Gupta, seconded by Councillor Kidd:

That the 2016 Budget Assumptions, as presented at C-501-2.1, Appendix A and as recommended by the Finance Committee be approved.

That the Registrar be directed to initiate the budgeting process, per PEO's Budgeting Cycle, and provide the 2016 operating budget and capital budgets at the September 2015 meeting based on the approved assumptions.

Moved by Councillor Jones, seconded by Councillor Gupta:

That the main motion be amended by replacing "approved" with "received".

AMENDMENT CARRIED

That the 2016 Budget Assumptions, as presented at C-501-2.1, Appendix A and as recommended by the Finance Committee be received.

That the Registrar be directed to initiate the budgeting process, per PEO's Budgeting Cycle, and provide the 2016 operating budget and capital budgets at the September 2015 meeting based on the approved assumptions.

MAIN MOTION AS AMENDED CARRIED

**11527
CONTINUING PROFESSIONAL
DEVELOPMENT, COMPETENCY AND
QUALITY ASSURANCE TASK FORCE
(CPDCQA TF) TERMS OF REFERENCE**

At its March 2014 meeting, Council approved the Terms of Reference for the Continuing Professional Development, Competency and Quality Assurance Task Force (the Task Force) and its initial membership structure.

Included in the Terms of Reference is a requirement for a member of the Executive Committee to assume the role of Chair of the Task Force. The Executive Committee member appointed as Chair was Past President

Bergeron. In order not to disrupt the work of the Task Force and given that the Task Force's work is expected to be completed by the end of 2015, Council was asked to consider amendments to the Terms of Reference of the Task Force that would provide the Task Force with membership continuity.

Moved by Councillor Brown, seconded by Councillor Kossta:

That Council approve the amendments to the Continuing Professional Development, Competency and Quality Assurance Task Force Terms of Reference as presented at C-501-2.2, Appendix A.

CARRIED

**11528
PROCESS FOR PRESIDENT'S AWARD**

At its March 2015 meeting Council recommended that staff develop and present a process regarding the selection of an award recipient for the President's Award for approval at the May Council meeting to ensure that, in future, appropriate consultation with the President and Council take place.

Moved by Councillor Brown, seconded by Councillor Sadr:

That Council approve the process for the selection and approval of the President's Award, as presented to the meeting at C-501-2.3, Appendix A.

CARRIED

**11529
CONSENT AGENDA**

Moved by Councillor Kossta, seconded by Councillor Sadr:

That the Consent Agenda be approved.

CARRIED

Included on the consent agenda:

- 3.1 Minutes – 499th Council Meeting – March 27, 2015
- 3.2 Minutes – 500th Council Meeting – April 25, 2015
- 3.3 Changes to Committees/Task Forces Roster
- 3.4 Nomination of PEO Representative to Engineers Canada Audit Committee

[Note: minutes 11530 to 11533 reflect the motions provided in the briefing notes presented to the meeting.]

**11530
MINUTES – 499TH COUNCIL MEETING –
MARCH 26-27, 2015**

That the minutes of the open session of the 499th meeting of Council, held on March 27, 2015 as presented to the meeting at C-501-5.1, Appendix A accurately reflect the business transacted at that meeting.

CARRIED

**11531
MINUTES – 500TH COUNCIL MEETING –
APRIL 25, 2015**

That the minutes of the open session of the 500th meeting of Council, held on April 25, 2015 as presented to the meeting at C-501-5.2, Appendix A accurately reflect the business transacted at that meeting.

CARRIED

**11532
CHANGES TO COMMITTEES/TASK FORCES
ROSTER**

That Sections 1 (Board Committees) and 2 (Other Committees Reporting to Council) of the 2015 PEO Committees and Task Forces Membership Roster be approved as presented at C-501-3.3, Appendices A and B.

CARRIED

**11533
NOMINATION OF PEO REPRESENTATIVE
TO ENGINEERS CANADA AUDIT
COMMITTEE**

On May 24, 2015 PEO received a request from Kim Allen, Chief Executive Officer, sent on behalf of the Engineers Canada Executive Committee, who are responsible for developing a slate of candidates for appointment to Board committees.

That Maria Cellucci, CPA, CA, be nominated for a one year term to the Engineers Canada Audit Committee, from June 2015 to June 2016.

CARRIED

**11534
IN-CAMERA SESSION**

Moved by Councillor Jones, seconded by Councillor Gupta:

That Council move in camera.

CARRIED

While in-camera, Council:

- a) verified the in-camera minutes from the 499th meeting of Council held March 27, 2015;
- b) received decisions and reasons of the Discipline Committee;
- c) received a legal update on legal actions in which PEO is involved;
- d) there were no issues reported regarding PEO's Anti-Workplace Violence and Harassment Policy.

Moved by Councillor Sadr, seconded by Councillor Jones:

That Council return to open session.

CARRIED

**11535
APTIFY UPDATE**

An update was provided to inform Council of the Aptify management strategy, how updates will be provided going forward and to provide a current project status update including a Gantt Chart reflecting timelines. The "Go Live" date has been delayed to mid January 2016 due to the upcoming departure of a Senior IT Business Analyst who was working on the Aptify project.

**11536
MEMBERSHIP SATISFACTION SURVEY**

An update was provided to Council on a strategic plan initiative that PEO conduct a member survey. Suggestions were provided on how to obtain optimum feedback from members such as reducing the time commitment to complete the survey by reducing the number of questions, engaging a survey expert to provide strategies or working with Ipsos Reid to phone members to illicit responses.

**11537
LEGISLATION COMMITTEE**

Councillor Dony, Vice Chair of the Legislation Committee, advised that the committee is looking forward to a productive year.

**11538
COUNCILLOR ITEMS**

Notice of Items – Councillor Spink advised that she would like to put forward notice of items for the following:

- a) No person should issue letters to outside organizations or bodies on PEO letterhead without prior screening by the Registrar in order to provide oversight when speaking on behalf of PEO.
- b) Direct the Professional Standards Committee to review the standards of practice and prioritize those requiring an update.

**11539
ENGINEERS CANADA UPDATE**

President-elect Comrie provided the Engineers Canada update. Highlights included:

- An overview of the May Annual General Meeting in Calgary;
- The proposed Educational Assessment Program;
- Engineers Canada’s Governance structure including the creation of new Executive Limitations;
- The Engineers Canada retreat planned for June 6 to 10, 2015 in Winnipeg.

Engineers Canada Director Roney provided further insights regarding Engineers Canada’s governance structure.

Councillor Shreewastav provided a brief report on the Accreditation Workshop held on May 6, 2015.

**11540
REGIONAL CONGRESS ISSUES REPORT**

There were no items brought forward for discussion or consideration.

**11541
STATISTICS - COMPLAINTS, DISCIPLINE,
LICENSING AND REGISTRATION**

There were no comments or queries regarding the complaints, discipline licensing and registration statistics.

There being no further business, the meeting concluded.

These minutes consist of five pages and minutes 11522 to 11541 inclusive.

T. Chong, M.Sc., P.Eng., FEC, PMP, Chair

G. McDonald, P.Eng., Registrar