

2017 Regional Councillors Committee (RCC) Report

Regional Councillors Committee Chair: Warren Turnbull, P.Eng.

Regional Councillors Committee Advisor: Matthew Ng, P.Eng., Manager, Chapters

Mandate

The mandate of the Regional Councillors Committee (RCC) is to act on behalf of Council in matters concerning PEO's 36 chapters in the five regions. The RCC has the authority from PEO Council to respond to matters pertaining to the mandate of the association in the context of chapters and chapter volunteers.

The following summarizes the responsibilities and business of the RCC:

- Meet as a committee on a regular basis to discuss/resolve relevant chapter issues;
- Recommend budget allocations for activities of the RCC, and the chapter system;
- Host Regional Congresses and meet with chapters on a regular basis; and
- Facilitate reports and studies related to regional and chapter business.

Membership

RCC consists of 10 P.Engs, all current members of PEO Council and elected as Regional Councillors (two-year terms) to the five regions. As at the 2017 AGM, members of the 2017-18 RCC were as follows:

Region	Senior Regional Councillor (term expires at 2018 AGM)	Junior Regional Councillor (term expires at 2019 AGM)
East Central	Noubar Takessian, P.Eng.	Thomas Chong, P.Eng
Eastern	Guy Boone, P.Eng.	Ishwar Bhatia, P.Eng
Northern	Michael Wesa, P.Eng.	Dan Preley, P.Eng.
West Central	Danny Chui, P.Eng.	Warren Turnbull, P.Eng.
Western	Gary Houghton, P.Eng.	Lola Hidalgo, P.Eng

The Chair and Vice-Chair of the RCC are elected annually. On April 22nd, 2017, at a special RCC meeting following the AGM, Councillor Warren Turnbull, P.Eng was elected as RCC Chair and Councillor Noubar Takessian, P.Eng was elected as RCC Vice-Chair.

Terms of Reference

In 2017, following direction from Council, the RCC updated the RCC Terms of Reference. Specifically, the committee agreed that the RCC Chair and Vice-Chair may be re-elected to serve a maximum of two consecutive years, subject to election results, and that the Chair and Vice-Chair may not be from the same region.

Meetings

RCC face-to-face meetings generally take place following a set of regional congresses in order to address newly raised chapter related issues including congress open issues, budgets, allotments, special project requests, and policy issues. When necessary RCC also meets via teleconference to resolve issues of a more timely nature.

2017 Regional Councillor Committee meeting schedule:

Date	Location	Details
April 1, 2017	Kingston	Face-to-face meeting
April 22, 2017	Thunder Bay (AGM)	Chair election meeting
July 29, 2017	Oakville	Face-to-face meeting
October 28, 2017	Niagara Falls	Face-to-face meeting
November 29, 2017	N/A	Teleconference

Financial

The RCC continues to offer the Chapter Scholarship Program so that Chapters can award up to \$1500 to one or more deserving student(s) entering into engineering programs in Canada. This program was formerly restricted to students entering a University engineering program in Ontario however in 2017 the RCC expanded program eligibility to include any Canadian Engineering Accreditation Board-accredited engineering program in all of Canada. Chapters and RCC awarded \$42,250 in scholarship funds for 2017, with 33 out of 36 chapters participating in the program.

RCC also continues to offer the Special Project Program which is used to provide funding for new and innovative chapter events that meet the eligibility criteria. In 2017 funding was awarded to the Thousand Islands Chapter for hosting a “cluster event” for four Eastern Region chapters. This was a Comedy Night at the Aquatarium in Brockville. Funding was also approved for the Scarborough Chapter for an Unmanned Aerial Vehicles technical workshop, and to the Algonquin Chapter for a visit to the newly re-opened Science and Technology Museum in Ottawa.

Chapter business plans inform RCC decisions and support the committee’s financial approvals. In 2017 the total annual chapter allotment for 36 chapters was \$599,000. The RCC requires monthly reporting of chapter bank balances and has spending parameters in place for chapter executives. In 2017, because of the forecasted 2018 PEO deficit budget, RCC proactively offered Council a savings of \$100,000 in the 2018 allotment distribution. This was realized by not increasing the allotment budget from 2017, and by addressing chapter bank balances that were not in compliance with existing parameters.

Other Projects and Subcommittee Tasks

The RCC approved the *Standardized Chapter Election Guide* to provide chapters with guidance for running executive elections. The committee also approved the *Regional*

Congress Organization Protocol and accompanying *RACI Chart* to provide outer region chapters (Eastern, Northern and Western) guidance for hosting regional congress events. Following direction from the Human Resources Committee, the RCC made available to all chapter executives the online leadership modules *Our Mandate* and *Equity & Diversity Awareness*, and for chapter chairs and vice-chairs, the *Chairing Effective Meetings* module.

At the June 2017 Council meeting, RCC and the Chapter Office were tasked with developing new Regional All Candidates meetings for the 2018 Council elections. RCC supported the Chapter Office in forming a Regional All Candidates Meeting action team to explore and trial live-streaming technologies to be used at the 2018 meetings.

Also in 2017 RCC submitted a briefing note to Council suggesting changes to PEO By-Law No. 1 so that existing conflicts with the subordinate chapter by-laws can be alleviated. RCC prepared a Policy Intent document for this request. Finally, a subcommittee on Chapter Reform was initiated to discuss possible organizational and structural efficiencies.

Throughout the year many Open Issues and Business Arising items at RCC meetings and regional congresses were directly related to the licensing delays experienced by PEO in 2017. A briefing note was prepared for Council on this subject. RCC engaged Michael Price, P.Eng, Deputy Registrar, who attended the October 2017 RCC meeting and made himself available to address councillors' concerns regarding the lengthy delays. Following the October RCC meeting RCC established a working group dedicated to learning more about PEO's (and other regulatory bodies') licensing processes, and about the future online platform.

Canada's Anti-Spam Legislation (CASL)

In May 2017 Registrar Gerard McDonald, P.Eng issued a memo to chapters regarding CASL compliance, outlining a new PEO policy for chapter email campaigns. At the September regional congresses the RCC heard from chapter delegates that the new policy was negatively impacting chapter operations. In response, the Chapter Office surveyed the chapters to collect data on the effects of the new policy. Survey results were compiled into a report that also included recommendations from chapter executives and the Chapter Office.

2017 Chapter Leader Conference (November 18, 2017)

The theme for CLC 2017 was *PEO 4.0 Moving to the Future*. The Chair of the organizing committee was Lola Hidalgo, P.Eng, Junior Western Regional Councillor and the Vice-Chair was Ishwar Bhatia, P.Eng, Junior Eastern Regional Councillor. Registrar Gerard McDonald presented the Strategic Plan 2018-2020 and also engaged chapter delegates with a brainstorming session on ways chapters can perform regulatory functions.

Delegates also discussed Lean principles, concepts of change, industry disruptors, and engagement. Guest speaker Mike Dover explored how technology has changed the ways we interact with others, and how we can make it work for us. Feedback scores from delegates indicated overall satisfaction with the program, with 85% score for appropriateness and 86% score for quality of execution. These figures represent increases to those of 2016.

The Chapters

PEO's five regions are further divided into 36 chapters. PEO has over 500 volunteers in the chapter system and thousands of members that connect with their regulatory body through their local chapter.

There are five essential purposes of a PEO chapter:

- Presence: Enhance public awareness for the engineering profession in the local community;
- Communication: Facilitate two-way communication with the licence holders and PEO Council, and report non-compliance issues;
- Grassroots Participation: Promote participation of licence holders in chapter and other PEO activities, encourage licence holders to take an interest and participate in PEO Governance;
- Recognition: Recognition of, individuals for their support of chapters and the profession, of firms for their support of the profession, and of chapters for exceptional leadership and programming;
- Governance: Encourage professional engineers to participate in regulatory roles, and in enforcement and discipline activities at PEO.

PEO membership: 36 chapters

Region and Chapter	PENG	EIT	Total
East Central - East Toronto	3661	771	4432
East Central - Lake Ontario	2838	549	3387
East Central - Scarborough	2295	843	3138
East Central - Simcoe-Muskoka	1556	246	1802
East Central - Willowdale-Thornhill	3753	956	4709
East Central - York	7830	1266	9096
Eastern - Algonquin	392	70	462
Eastern - Kingston	1215	158	1373
Eastern - Ottawa	7837	1101	8938
Eastern - Peterborough	1039	105	1144
Eastern - Quinte	463	53	516
Eastern - Thousand Islands	431	41	472
Eastern - Upper Canada	248	31	279
Northern - Algoma	231	29	260
Northern - Lake of the Woods	97	18	115
Northern - Lakehead	600	169	769
Northern - North Bay District	407	49	456
Northern - Porcupine/Kapuskasing	191	32	223
Northern - Sudbury	1077	191	1268
Northern - Temiskaming	93	17	110
West Central - Brampton Area	2860	826	3686
West Central - Etobicoke	1086	156	1242
West Central - Kingsway	935	109	1044
West Central - Mississauga	5532	1238	6770
West Central - Oakville Area	3470	431	3901
West Central - Toronto-Humber	1231	367	1598
West Central - West Toronto	3120	744	3864
Western - Brantford	620	92	712
Western - Chatham Kent	275	36	311
Western - Georgian Bay	812	130	942
Western - Grand River	4376	788	5164
Western - Hamilton-Burlington	3922	583	4505
Western - Lambton	922	101	1023
Western - London	2336	528	2864
Western - Niagara	1572	168	1740
Western - Windsor-Essex	1419	320	1739

Chapter executives send two delegates + one EIT (if so desired, for succession planning) to regional congresses in February, June and September. The intent of these meetings is to facilitate effective two-way communications between PEO Council, the Chapter Office and chapter volunteers. Congresses are chaired by each Senior Regional Councillor.

2017 Regional Congress Schedule:

	Northern	Eastern	Western	East Central	West Central
Feb	Feb 8, 2017 17 attended Teleconference	Feb 22, 2017 20 attended Teleconference	Feb 9, 2017 17 attended Teleconference	Feb 7, 2017 14 attended PEO Offices	Feb 15, 2017 16 attended Toronto
Jun	Jun 17, 2017 12 attended Timmins	May 27, 2017 21 attended Pembroke	Jun 24, 2017 19 attended London	Jun 10, 2017 14 attended PEO Offices	Jun 14, 2017 15 attended Toronto
Sep	Sept 9, 2017 15 attended Sioux Narrows	Sept 23, 2017 17 attended Cornwall	Sept 16, 2017 15 attended Chatham	Sept 30, 2017 17 attended PEO Offices	Sept 13, 2017 10 attended Toronto