

Terms of Reference Council Term Limits Task Force (CTL)

Issue Date: February 5, 2016
Approved by: Council

Review Date: N/A
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<p>Legislated and other Mandate approved by Council</p>	<ol style="list-style-type: none"> 1. Respecting two 2015 Member AGM Motions, Council affirms in principle that term limits and succession planning should be established for all Council positions. 2. That Council direct the Registrar to develop the draft terms of reference and proposed list of members for a task force to examine the issues of term limits and succession planning for Council positions for approval by Council at its February 2016 meeting. 3. That the terms of reference require the task force to provide a report with recommendations for approval by Council before the 2017 Annual General Meeting. <p><i>[APPROVED BY COUNCIL – November 20, 2015]</i></p>
<p>Key Duties and Responsibilities</p>	<ol style="list-style-type: none"> 1. Examine the issue of term limits for all Council positions including an analysis of practices at other self-regulating associations in Ontario and other engineering associations across the country. 2. Examine the issue of succession planning for all Council positions. 3. Provide a report to Council no later than at its February 2017 meeting, detailing pro's, con's, principles and recommendations regarding terms limits and succession planning for all Council positions. 4. Circulate the draft report to the CESC, HRC and LEC for peer review prior to submission to Council.
<p>Constituency, Number & Qualifications of Committee/Task Force Members</p>	<p>The task force shall consist of six (6) members, all of whom shall be either current or former PEO Councillors.</p>
<p>Qualifications and election of the Chair</p>	<p>The Chair is to be elected from among the members of the task force in accordance with Wainberg's Society Meetings and By-Law No. 1, section 25(4).</p>
<p>Qualifications</p>	<p>The Vice Chair is to be elected from among the members of the task force</p>

and election of the Vice Chair(s)	in accordance with Wainberg's Society Meetings and By-Law No. 1, section 25(4).
Duties of Vice Chair(s)	To act in the absence of the Chair.
Term Limits for Committee members	The task force is to be stood down following the submission of its final report to Council.
Quorum	In accordance with Wainberg's Society Meetings and By-Law No. 1, section 25(1), quorum for the purpose of having the meeting's decisions be considered binding is at least 50 per cent of the task force's membership present at the meeting.
Meeting Frequency & Time Commitment	The task force will meet at the call of the Chair.
Operational year time frame	The task force will commence its work upon approval of its Terms of Reference and is to be stood down following the submission of its final report to Council.
Committee advisor	Scott W. Clark, LL.B., Chief Administrative Officer
Committee support	Ralph Martin, Manager, Secretariat