



Minutes

PROFESSIONAL STANDARDS COMMITTEE MEETING

Tuesday, December 8, 2015

PEO Offices

Members:

Andy Bowers, P. Eng. (Chair)

Jamie Catania, P. Eng.

Denis Dixon, P. Eng.

Roger Jones, P. Eng.

Neil Kennedy, P. Eng.

Dale Kerr, P. Eng.

Les Mitelman, P. Eng.

Colin Moore, P. Eng.

Nicholas Pfeiffer, P. Eng.

Brian Ross, P. Eng.

Heather Swan, P. Eng.

Staff:

Sherin Khalil, P. Eng.

José Vera, P. Eng.

Regrets:

Fanny Wong, P. Eng. (Vice-Chair)

1. OPENING OF MEETING

The Chair called the meeting to order at 5:00 p.m., with 11 members of the Committee in attendance. Consequently, quorum was attained.

1.1 Approval of Agenda

A motion was made to approve the agenda as written.

Moved by: C. Moore Seconded by: D. Kerr CARRIED

1.2 Awards and Recognition

Several PSC members received awards and recognition for their service.

2. MINUTES OF PREVIOUS MEETING

2.1 Approval of Minutes of November 17, 2015 Meeting

A motion was made to approve the Minutes of the November 17, 2015 meeting as written.

Moved by: N. Kennedy Seconded by: C. Moore CARRIED

2.2 Action Items of October 20, 2015 Meeting

Staff reported on the status of the Action Items.

3. GUIDELINES

3.1 Guideline for Structural Engineering Design in Buildings

Staff advised that the subcommittee members met on December 1, 2015, and that some of the public consultation comments have been addressed and some sections of the guideline have been modified. The subcommittee members will meet sometime in late January/early February 2016 to complete addressing the public consultation comments.

Comments were received from the Ontario Association of Architects, the Ministry of Municipal Affairs and Housing, the Large Municipalities Chief Building Officials, and Consulting Engineers of Ontario.

3.2 Forensic Engineering Guideline

The Forensic Engineering Guideline was approved by Council on November 20, 2015.

The Communications Department will review the final draft of the guideline prior to release.

Action: Staff to write an article for “*Engineering Dimensions*” to advise practitioners of the Forensic Engineering Guideline.

3.3 Condo Reserve Studies Guideline

The subcommittee members are working on editing the guideline.

Previously, a member reported that municipalities are now required to have asset management plans in place to secure provincial funding, as outlined in the publication “*Building Together: Guide for Municipal Asset Management Plans*”. As a result, municipalities are increasingly sending out Requests for Proposals for Building Condition Assessments. The result has been that firms that have never before conducted this type of work, or who have minimal experience, are coming out of the woodwork and bidding on the work; often significantly underbidding as they do not fully understand the scope of the work. As a result, experienced firms who have been performing this work for a long time are no longer able to compete. Consequently, it is recommended to expand the scope of the guideline for conducting reserve fund studies and performance audits to include the Building Condition Assessment.

Action: Staff to send the Condo Reserve Studies Guideline to the PSC members for their feedback and comments.

3.4 Solid Waste Management Guideline

Follow-Up: Staff sent the draft guideline to the PSC members for final review prior to the public consultation.

The PSC Chair prepared a letter to the PEO Registrar, indicating that engineers have reported that the application process too often depends on the interpretation of the Ministry of the Environment and Climate Change inspectors, and not the regulations.

Action: Staff to send the letter regarding issues related to the waste approval applications to the PEO Registrar on behalf of the PSC Chair.

A motion was made to approve sending the Solid Waste Management Guideline for the public consultation.

Moved by: N. Pfeiffer

Seconded by: J. Catania

CARRIED

3.5 Guideline for Preparing As-Built and Record Documents

The subcommittee members met on November 24, 2015, and are working on editing the draft guideline.

Action: Staff to propose to the subcommittee that stakeholders may need to be invited as guests after the draft guideline is completed.

Action: The subcommittee will provide a draft guideline to the PSC in late 2015/early 2016.

3.6 Guideline for Structural Condition Assessments

The subcommittee members will meet on December 14, 2015 to complete addressing the public consultation comments that were received from the Ministry of Municipal Affairs and Housing, the Building Safety Technical Advisory Panel, the Ministry of Labour, and the PSC members.

The guideline will be ready for public consultation in early 2016.

3.7 Data Matrix Bulletin

Staff previously reported that they had prepared a first draft of the bulletin using similar wording from the Ontario Association of Architects' Regulatory Practice Bulletin and the Ministry of Municipal Affairs and Housing's Transit Supportive Land Use Planning Guide.

PEO staff has contacted the Ministry of Municipal Affairs and Housing and the Ontario Association of Architects to seek their permission to reference their respective documents.

3.8 Guideline for Design Evaluation of Demountable Event Structures

At its November 2015 meeting, Council approved the development of a practice guideline for Design Evaluation of Demountable Event Structures.

Staff advised that the Chair of the subcommittee should be a member of the PSC.

Currently, the Volunteer Management Group is inviting members to contribute to the Design Evaluation of Demountable Event Structures Subcommittee.

The Design Evaluation of Demountable Event Structures Subcommittee will commence development of the practice guideline in early 2016.

3.9 Use of Seal

Staff provided a PowerPoint presentation on the proposed Use of Seal Standard, and outlined the reasons and background behind the proposed standard. Furthermore, the presentation included the comments that were received on the Use of Seal Standard.

Action: Staff to verify how other regulators apply security tools.

3.10 Professional Engineers Providing Reports on Mineral Properties

Action: Staff to consult subject matter experts to determine if the Professional Engineers Providing Reports on Mineral Properties Guideline needs technical update.

Action: Staff to consult M. Spink as a subject matter expert to determine which sections of the Professional Engineers Providing Reports on Mineral Properties Guideline need update.

4. STANDARDS

4.1 Supervising and Delegating Standard

Staff previously advised that the Legislative Counsel indicated that the *Professional Engineers Act* does not provide PEO with authority to create regulations regarding many of the items in the standard, nor mention anything regarding supervision, except in the context of supervising the services provided by a Certificate of Authorization.

Currently, staff is working to determine if the *Professional Engineers Act* needs to be changed before implementing this standard.

5. OTHER BUSINESS

5.1 Status of PSC Projects

There was nothing new to report.

Action: Staff to provide additional information on the proposed Guideline Interpreting PEA for Regulators.

Action: Staff to review how many guidelines need to be updated due to the new Limited Licence regulations.

5.2 Elliot Lake Recommendations

Staff sent a Briefing Note on the Review of Recommendation 1.21 of the “Report of the Elliot Lake Commission of Inquiry”.

Council approved the the following motion:

- The Professional Standards Committee agrees with the rationale for Recommendation 1.21, but finds the implementation problematic for the reasons contained in this report.
- Therefore, the PSC recommends that the Registrar contact the Ministry of the Attorney General to explain that the *Professional Engineers Act* is not an appropriate route to implement the intent of Recommendation 1.21 since report owners are often not engineers. Consequently, it is recommended that the Ministry of the Attorney General consider how to best place obligations on report owners to achieve the objective of Recommendation 1.21.

5.3 Industrial Subcommittee

Follow-Up: Council approved the Industrial Subcommittee’s Final Report at its November 2015 meeting.

5.4 Climate Change and Engineering

Staff previously advised that the Engineers Canada model guide has changed to a national guideline, and is now available to the public.

Action: Staff to add a link to the Engineers Canada National Guideline in the Guideline section on the PEO website.

5.5 Practice Review Pilot Voluntary Program

Staff advised that PEO had a Practice Review program back in 1997. Staff will obtain more information regarding this program and will update the PSC members at the next meeting.

Action: Staff to contact the Discipline Committee to find out if they will use the new Practice Review Guideline.

Action: Staff to contact Consulting Engineers of Ontario for new volunteers to undertake through the pilot program.

Action: Staff to contact the Chair of the Complaints Committee to find out if the Practice Review Guideline could be used by the Committee.

Action: Staff to investigate if new Certificate of Authorization holders could self-certify themselves utilizing the Conducting Practice Review Guideline.

5.6 Dam Safety Review Guideline

Staff previously advised that the Ontario Ministry of Natural Resources has a Dam Safety Review Guideline. Furthermore, the Professional Engineers and Geoscientists of B.C. have Legislated Dam Safety Reviews.

The PSC members are requesting more information for the practice issues regarding dam reviews before taking further action.

Action: Staff to undertake an evidence-based study for dam review practice issues in Ontario.

Staff has contacted the Canadian Dam Association to obtain information on any industry practice issues.

5.7 Site Remediation

Engineers Canada has a model guide for *“Professional Engineers Providing Services in Environmental Site Assessment, Remediation and Management”*. When updating the Site Remediation Guideline, the Engineers Canada model guide should be considered.

Action: Staff to send PEO's Site Remediation Guideline and Engineers Canada model guide to the PSC members to verify if the Site Remediation Guideline needs to be updated.

Action: Staff to review PEO's Site Remediation Guideline and provide a PowerPoint presentation to verify whether the guideline needs update or not.

5.8 Council Update

Councillor R. Jones updated the PSC members on Council matters relating to the PSC, such as the Industrial Subcommittee's Final Report and the Forensic Engineering Guideline.

5.9 Practitioner-Centered Research Project

Staff advised that the Practitioner-Centered Research Project is a new policy tool and new methodology from the Policy Department to determine if a guideline or Act needs update or change.

Action: Staff to provide more information on the intent of this policy.

6. ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 6:30 p.m.

Below are the meeting dates for the 2016:

- January 12, 2016
- February 9, 2016
- March 8, 2016
- April 12, 2016
- May 10, 2016
- June 14, 2016
- September 13, 2016
- October 18, 2016
- November 8, 2016
- December 13, 2016