



Minutes

The 499TH MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was held at PEO Offices, 40 Sheppard Avenue West, Toronto, Ontario on Friday, March 27, 2015 at 9:00 a.m.

Present:

- J. D. Adams, P.Eng., President
- A. Bergeron, P.Eng., Past President
- T. Chong, P.Eng., President Elect
- G. Comrie, P.Eng., Vice President (Elected)
- M. Wesa, P.Eng., Vice President (Appointed) – [via teleconference]
- R. Huang, LL.B., Council Chair
- I. Bhatia, P.Eng.
- D. Brown, P.Eng.
- D. Chui, P.Eng.
- N. Colucci, P.Eng.
- B. Dony, P.Eng.
- R. A. Fraser, P.Eng.
- S. K. Gupta, P.Eng. [minutes 11485 – 11496]
- R. Jones, P.Eng.
- C.M. Kidd, P.Eng.
- L. King, P.Eng.
- B. Kossta
- E. Kuczera, P.Eng.
- M. Long-Irwin [minutes 11485 – 11495]
- S. Reid, C.Tech.
- S. Robert, P.Eng.
- C.D. Roney, P.Eng. [minutes 11485 – 11490]
- C. Sadr, P.Eng. [minutes 11485 – 11495]
- R.K. Shreewastav, P.Eng.
- M. Spink, P.Eng. [minutes 11488 – 11508]
- R. Willson, P.Eng.

Regrets: R. J. Hilton, P.Eng.

Staff:

- G. McDonald, P.Eng., Registrar
- S.W. Clark, LL.B.
- L. Latham, P.Eng.
- M. Price, P.Eng.
- J. Zuccon, P.Eng.
- R. Martin
- D. Power

- Guests:
- H. Brown, Brown & Cohen Communications-Public Affairs
[minutes 11489 - 11508]
 - L. Buchholz, Brown & Cohen Communications-Public Affairs
[Plenary only]
 - D.L. Freeman, P.Eng., PEO Director, Engineers Canada
[Plenary only]
 - D. Preley, Incoming Councillor
[minutes 11489 – 11508]

On Thursday evening, Council held a plenary session to discuss Engineers Canada Ends.

Council convened at 9:00 a.m. Friday, March 27, 2015.

CALL TO ORDER

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

**11485
APPROVAL OF AGENDA**

Moved by Past President Bergeron, seconded by Councillor Shreewastav:

That:

- a) **the agenda, as presented to the meeting at C-499-1.1, Appendix A be approved, with the following amendments:**
 - i. **the addition of the following items under item 4.8 – Councillors Items:**
 - a. **Discipline Committee/GLC Committee Reports**
 - b. **Council Representative for the Enforcement Committee and OCEPP Advisory Board**
 - ii. **withdrawal of item 3.2 Principles Underlying Accredited Program P.Eng. Expectations**
- b) **the Chair be authorized to suspend the regular order of business.**

CARRIED

**11486
PRESIDENT’S REPORT**

The President reported that:

- the Program Review Sub-committee of the Finance Committee has proposed the development of two financial statements, one for the operation of PEO business and one for the ownership of the building
- he has been involved with the Linkages Task Force at Engineers Canada to discuss ways of working with constituent associations and Engineers Canada
- he had written an open letter dated February 27, 2015 to the Right Honorable Stephen Harper, Premier Kathleen Wynne and Mayor John Tory regarding aging infrastructure in the province, copy of which was provided to all Council members.

**11487
REGISTRAR’S REPORT**

Registrar McDonald advised that he had nothing further to report beyond his regular written update to Council.

11488

Moved by Councillor Kossta, seconded by Councillor Brown:

IN-CAMERA SESSION

That Council move in camera.

CARRIED

While in-camera, Council:

- a) ratified the in-camera minutes from the 237th Executive Committee held on October 21, 2014;
- b) ratified the in-camera minutes – Registrar’s investigation – from the 237th Executive Committee held on October 21, 2014;
- c) verified the in-camera minutes from the 498th meeting of Council held February 2015 as amended;
- d) approved the nominees for the Ontario Professional Engineers Award;
- e) approved the nominee for the President’s Award;
- f) received a report from HRC
- g) received decisions and reasons of the Discipline Committee;
- h) received a legal update on legal actions in which PEO is involved;
- i) there were no issues reported regarding PEO’s Anti-Workplace Violence and Harassment Policy.

**11489
FUNDAMENTAL ACADEMIC ADMISSION
PRINCIPLES**

Councillor Fraser brought forward to Council the fundamental academic admission principles to assist PEO Engineers Canada Directors in their discussions on Education Credential Assessment (ECA) by articulating clearly PEO’s fundamental principles concerning the academic assessment of applicants for P.Eng. licensure.

Moved by Councillor Gupta, seconded by Councillor Fraser:

That Council:

- 1. **Affirms the fundamental principle that individuals, not programs or institutions, are to be assessed for the purposes of determining P.Eng. licence qualifications.**
- 2. **Affirms that the fundamental principle that all P.Eng. licensees must meet PEO’s standards for academic depth and breadth.**
- 3. **Affirms the fundamental principle that all P.Eng. licensees must pass PEO approved examinations to confirm their academics; this principle is also referred to as “exams for all”.**
- 4. **Recognizes the minimum path requirement of accreditation as essential to meeting the PEO approved examinations assessment of the individual applicant.**

**CARRIED
Recorded Vote**

For
A. Bergeron
D. Brown

Against
J. D. Adams

Abstain
I. Bhatia

T. Chong
D. Chui
N. Colucci
G. Comrie
B. Dony
R. Fraser
S. Gupta
R. Jones
C. Kidd
L. King
B. Kossta
E. Kuczera
M. Long-Irwin
S. Reid
C. Roney
C. Sadr
R. Shreewastav
M. Spink
M. Wesa
R. Willson

11490
PRINCIPLES UNDERLYING ACCREDITED
PROGRAM P.ENG. EXPECTATIONS

This item was withdrawn pending further peer review.

11491
LEGISLATION COMMITTEE

Councillor Dony reported on Council's request that the Legislation Committee look at the possibility of adding a definition for "Member in Good Standing" to the Regulations. Since definitions are there to provide clarity for further regulatory language, policy directives should first be created so that the Legislation Committee can then turn these directives into the appropriate regulatory language.

11492
STATISTICS - COMPLAINTS, DISCIPLINE
AND LICENSING

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

11493
2014 AUDITED FINANCIAL STATEMENTS

PEO's governing legislation and its by-laws require that Council approve the audited financial statements of the Association for presentation to members at PEO's Annual General Meeting and that the statements be published on PEO's website for access to all members.

Steve Stewart, Auditor, Deloitte LLP, was welcomed to the meeting to answer questions regarding the audited financial statements.

President-elect Chong thanked PEO's financial services staff for the efficient and effective way of presenting information to PEO's independent auditors. He also thanked Councillor Bhatia, Past Chair of the Audit Committee, for his guidance and assistance during the audit

process.

Deputy Registrar Price provided highlights of the audited financial statements.

The Auditor explained a revision to *Note 2- Change in accounting policy* that was required due to a change in the auditing standards that apply to not-for-profit accounting.

Moved by President-elect Chong, seconded by Councillor Kossta:

That Council:

- a) **approve the Audited Financial Statements for the year ended December 31, 2014, and the Auditor's report thereon, as presented in Appendix A and as amended; and**
- b) **authorize the President and President-elect to sign the statements on Council's behalf.**

CARRIED

A request was made to present a business case at an upcoming Council meeting regarding digital vs. hard copy advertising revenue for Engineering Dimensions to determine impact to PEO's advertising revenue.

**11494
RECOMMENDATION FOR AN AUDITOR
FOR 2015**

Council is required to recommend the appointment of an auditor for 2015 to members at the upcoming Annual General Meeting for their approval.

Moved by President-elect Chong, seconded by Councillor Bhatia:

That Council recommend to members, at the April 2015 Annual General Meeting, the appointment of Deloitte LLP as PEO's auditor for 2015 to hold office until the next annual meeting or until their successor is appointed.

CARRIED

**11495
APTIFY UPDATE**

Registrar McDonald explained that under the Extraordinary Expenditure Policy, the Finance Committee, on March 11, 2015, agreed to re-allocate funds from the capital budget that had been earmarked for Phase 2 of Aptify as well as the Sharepoint re-launch, to the Aptify Phase 1 budget to allow the undertaking of the necessary steps to bring the Aptify project forward. Budget details were provided.

Alan Zimmermann, Director, Information Technology, provided a status update regarding functional processes that have been implemented for Aptify and answered questions.

Council asked for regular updates regarding the progress of Aptify over the next six months, including a timeline schedule for substantial items. It was noted that the next phase should include on line licensing.

Moved by Councillor Kuczera, seconded by Past President Bergeron:

That Council endorses the March 11, 2015 decision of the Finance Committee approving an increase in the Aptify budget of \$618,388 and the deferral of \$625,000 from the 2015 Capital Budget (\$350,000 for Aptify Phase 2 and \$275,000 from the re-launch of Sharepoint) and that staff provide Council with the appropriate management strategy by the May 2015 Council meeting.

CARRIED UNANIMOUSLY

Council directed the Registrar to prepare a policy change to ensure that significant budget increases for items are presented to Council for approval.

**11496
REPORTING OF SAFETY CONCERNS**

Council, at its February 6, 2015 meeting, asked that the Registrar identify steps to be taken by the Registrar to communicate to the appropriate regulatory authorities when PEO has public safety concerns arising from the conduct of a licence or C of A holder.

Moved by Councillor Brown, seconded by Councillor Colucci:

That Council:

- 1. Approve the reporting steps to be taken by the Registrar when information in the public domain suggesting a concern for public safety arising from the conduct of a licence or C of A holder comes to PEO's attention, as presented to the meeting in Briefing Note section 2(i).**

- 2. Approve seeking an external legal opinion as to whether a report of information that comes to PEO in confidence (through the course of an investigation of a complaint or Registrar's Investigation) can be disclosed to a third party regulatory authority, without resulting in a contravention of s. 38 of the PEA and offence under the PEA, as presented to the meeting in Briefing Note section 2(ii).**

CARRIED

**11497
FRAMEWORK FOR THE ENGAGEMENT OF
INTERIOR DESIGN PROFESSIONAL
SERVICES**

Moved by Councillor Jones, seconded by Councillor Brown:

That Council approves the following framework for engagement of interior design professional services for future projects:

- a) Prior to the engagement of any person or firm for interior**

design professional services, PEO will undertake a Request for Proposal with a minimum of three (3) bids or proposals for the selection of such services based on PEO's Quality Based Selection Criteria

- b) Any supplier recommendations by the selected interior design professional shall be subject to review and competitive bid selection based on PEO's Quality Based Selection Criteria**
- c) No equipment, materials, furniture or other sub-contract services shall be purchased through the selected interior design professional acting as an agent for PEO.**

MOTION WITHDRAWN

The motion was withdrawn pending a review of PEO's procurement procedures.

**11498
STRATEGIC PLAN UPDATE**

Registrar McDonald provided a progress report on the Strategic Plan advising that updates would be provided to Council at its March, June and September meetings.

Councillor Shreewastav congratulated Registrar McDonald and his team noting that the Strategic Plan format provides clear progress of the organizational strategies. He suggested that going forward high level updates be shared with PEO committee leaders. Registrar McDonald suggested to Council that once approved, strategies be posted online.

Past President Bergeron suggested that a high level Strategic Plan update be included as part of the Annual General meeting agenda.

As requested by President-elect Chong, Marisa Sterling provided an interim report on the Industrial Exception. She advised that PEO has entered into a contract with McMaster University, Public Policy Department within the Faculty of Engineering. Data is being collected. Of the forty or so cases where workers were injured or died and the Ministry of Labour successfully prosecuted the cases against either the supervisor or employer in provincial court, two have come to light that may provide some evidence to support the repeal but further research is required to determine if there is a causal link between the engineering work and the actual accident. She provided information on these two cases, cited in 2009. Other components of data collection include a survey of voluntary compliance companies in industry. Stats are being collected outside of Ontario, however, since the industrial exception is unique to Ontario only, causal links are being pursued in Ontario only. A further update will be provided at the November Council meeting.

**11499
ENGINEERS CANADA UPDATE**

The Engineers Canada February 2015 Board meeting summary as well as information regarding the Express Entry Immigration system was

provided in the meeting package. There were no questions or comments.

**11500
REGIONAL CONGRESS OPEN ISSUES
REPORT**

A written report was provided.

**11501
COUNCILLOR ITEMS**

- a) Discipline Committee Update
Councillor Bhatia, as Council liaison, provided an update including the composition of the Discipline Committee. Training sessions were conducted at the November 7, 2014 Discipline Committee meeting including topics of fairness and bias and appeals.
- b) GLC Committee Update
Councillor Bhatia, as Council liaison, provided an update of the committee's activities. He thanked staff members Jeannette Chau and Gonzalo Pineros as well as Howard Brown, Brown & Cohen Communications-Public Affairs, for their contributions to the committee.
- c) Council Representative for the Enforcement Committee
Councillor Willson advised that this is a very active committee that will require a new Council liaison as of the Annual General meeting and asked that interested Councillors contact People Development.
- d) Council Representative for the OCEPP Advisory Board
Councillor Willson advised that the original mandate of this advisory board was on societal issues; however, PEO would like to see a focus on regulatory issues. This advisory board will require a Council liaison as of the Annual General meeting.
- e) Social Media Posting
Past President Bergeron read out a social media posting from a young female engineer who attended a PEO luncheon event pointing out that less than ten percent of the attendees were women and her disappointment that there were no women at the head table and that the only speakers were men.
- f) Outgoing Councillors
Past President Bergeron thanked outgoing Councillors Willson, Roney, Wesa and herself for service to PEO.

**11502
CONSENT AGENDA**

Moved by Councillor Colucci, seconded by Councillor Bhatia:

That the Consent Agenda be approved with the removal of item 5.4 - Committees/Task Forces Annual Work Plans, to be dealt with separately.

CARRIED

Included on the consent agenda:

- 5.1 Minutes of 237th Executive meeting – October 21, 2014
- 5.2 Minutes – 498th Council Meeting – February 6, 2015
- 5.3 Approval of CEDC Applications
- 5.4 Committees/Task Forces Annual Work Plans (removed from consent agenda)
- 5.5 Changes to Committees/Task Forces Roster
- 5.6 Social Media Policy and PEO Privacy Policy

[Note: minutes 11503 to 11508 reflect the motions provided in the briefing notes presented to the meeting.]

**11503
MINUTES – 237TH EXECUTIVE MEETING –
October 21, 2014**

That the minutes of the 237th meeting of the Executive Committee, held on October 21, 2014, as presented to the meeting at C-499-5.1, Appendix A, be ratified.

CARRIED

**11504
MINUTES – 497TH COUNCIL MEETING –
FEBRUARY 6, 2015**

That the minutes of the open session of the 498th meeting of Council, held on February 6, 2015 as presented to the meeting at C-499-5.2, Appendix A accurately reflect the business transacted at that meeting.

CARRIED

**11505
APPROVAL OF CONSULTING ENGINEER
DESIGNATION APPLICATIONS**

That Council:

- 1. Approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in Section 1 of Appendix A of Briefing Note C-499-5.3 presented to the meeting.**
- 2. Approve the applications for re-designation as Consulting Engineer as set out in Section 2 of Appendix A of Briefing Note C-499-5.3 presented to the meeting.**
- 3. Decline the application for designation as Consulting Engineer as set out in Section 3 of Appendix A of Briefing Note C-499-5.3 presented to the meeting.**
- 4. Grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms set out in Section 4 of Appendix A of Briefing Note C-499-5.3 presented to the meeting.**

CARRIED

**11506
CHANGES TO COMMITTEES/TASK FORCES
ROSTER**

That the recommended changes to the 2015 PEO Committees and Task Forces Membership Roster be approved as presented at C-499-5.5 Appendix A.

CARRIED

**11507
SOCIAL MEDIA POLICY AND PEO PRIVACY**

That Council approve the revisions to PEO’s Corporate Social Media Policy and Privacy Policy as presented at C-499-5.6, Appendix A.

POLICY

CARRIED

**11508
COMMITTEES/TASK FORCES ANNUAL
WORK PLANS**

Councillor Willson referred to task one in the Continuing Professional Development, Competence and Quality Assurance Task Force (CPDCQATF) work plan noting that one workshop, probably in the GTA, would not satisfy the outreach requirement to give members a sense that they are being consulted on various issues. Past President Bergeron, as Chair of the CPDCQATF, advised that this would be taken under advisement. She noted that existing Chapter events across the province to reach out to members could be considered as an outreach strategy.

Moved by Councillor Colucci, seconded by Councillor Kossta:

That the committee/task force work plans and human resources plans as presented at C-499-5.4 Appendices Ai) and ii) and B inclusive be approved.

CARRIED

[Secretariat Note: This item was removed from the Consent Agenda]

Vice-President Comrie, on behalf of Council, expressed appreciation to Councillor Huang for her good work as Council Chair over the past year.

There being no further business, the meeting concluded.

These minutes consist of ten pages and minutes 11485 to 11508 inclusive.

R. Huang, LL.B, Chair

G. McDonald, P.Eng., Registrar