



Minutes

The 510th MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was held at PEO Offices, 40 Sheppard Avenue West, Toronto, Ontario on Friday, February 3, 2017 at 9:00 a.m.

- Present:
- G. Comrie, P.Eng., President and Chair
 - T. Chong, P.Eng., Past President
 - B. Dony, P.Eng., President-elect
 - D. Brown, P.Eng., Vice President (Appointed)
 - P. J. Quinn, P.Eng., Vice President (Elected) [via teleconference]
 - C. Bellini, P.Eng.
 - G. Boone, P.Eng.
 - M. Chan, P.Eng.
 - D. Chui, P.Eng.
 - G. Houghton, P.Eng. [via teleconference]
 - Q. C. Jackson Kouakou [via teleconference part of the meeting]
 - R. Jones, P.Eng.
 - T. Kirkby, P.Eng.
 - E. Kuczera, P.Eng.
 - L. Lederman, Q.C.
 - D. Preley, P.Eng.
 - N. Rush, C.E.T.
 - C. Sadr, P.Eng.
 - R.K. Shreewastav, P.Eng. [via teleconference]
 - M. Spink, P.Eng.
 - N. Takessian, P.Eng.
 - W. Turnbull, P.Eng.
 - M. Wesa, P.Eng.
- Regrets:
- R. A. Fraser, P.Eng.
 - R. Hilton, P.Eng.
 - M. Long-Irwin
- Staff:
- G. McDonald, P.Eng., Registrar
 - S.W. Clark, LL.B.
 - L. Latham, P.Eng.
 - C. Mehta
 - M. Price, P.Eng.
 - D. Smith
 - M. Wehrle
 - R. Martin
 - D. Power

Guests: A. Bergeron, PEO Director, Engineers Canada [minutes 11746 - 11762]
H. Brown, Brown & Cohen [minutes 11746 - 11762]
D. Campbell, Chair, Government Liaison Committee [minute 11763 d] only]

On Thursday evening, Council held a plenary session to discuss the Council Term Limits Task Force Report.

Council convened at 9:00 a.m. Friday, February 3, 2017.

CALL TO ORDER

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

**11746
APPROVAL OF AGENDA**

Moved by Councillor Takessian, seconded by Councillor Jones:

That:

- a. the agenda, as presented to the meeting at C-510-1.1, Appendix A be approved as amended, and**
- b. the Chair be authorized to suspend the regular order of business.**

CARRIED

**11747
PRESIDENT/REGISTRAR'S REPORT**

President Comrie provided highlights of his recent activities as follows:

- Attended a gala hosted by the Women's Executive Network on November 24, 2016 to honour former PEO President Catherine Karakatsanis who was inducted into the WXT Hall of Fame. Other attendees included Registrar McDonald and Past Presidents Bergeron and Freeman.
- Attended a symposium on Smart Infrastructure on November 25, 2016 hosted by the Oakville Chapter and the Oakville Chamber of Commerce. This symposium was also attended by Ministry Kevin Flynn (MOL) which provided an opportunity for President Comrie, Past President Chong and J. Chau to discuss the Industrial Exception.
- President Comrie had the opportunity to speak to a number of caucus members at a fund raiser hosted by Toby Barrett on November 26, 2016.
- Attended a Volunteer Appreciation dinner and Licensing Ceremony, along with President-elect Dony and Councillor Sadr, in Port Elgin organized by the Georgian Bay Chapter on December 9, 2016.
- Discussed National Engineering month. President Comrie is a member of the National Engineering Month Ontario Steering Committee which is a joint committee of PEO, OACETT, OSPE and Engineers without Borders who are the organizers for National Engineering Month in Ontario.
- PEO's semi-annual staff luncheon and awards was held at Graydon Hall Manor on December 16, 2016
- Upcoming events that President Comrie will be attending include Engineers New Brunswick AGM scheduled February 9

and 10, 2017 and Engineers Canada meetings February 26 – March 1, 2017.

Registrar McDonald advised that his most recent Registrar's Update had been sent to Council and that he had nothing additional to add.

11748
TERMS OF REFERENCE – PUBLIC
INFORMATION CAMPAIGN TASK FORCE

A motion was passed at the September 23, 2016 Council meeting that Council direct the Registrar to develop terms of reference and propose members for a task force to examine a potential public information campaign based on a value proposition of professional engineering that promotes public awareness of the role of the PEO.

If approved the Public Information Campaign Task Force will develop a request for proposal to engage a vendor to assist with message development and compile a list of the most relevant communications vehicles and their associated costs. The task force will provide a report to Council no later than at its April 2018 meeting with campaign concepts and options.

Moved by Vice-President Brown, seconded by President-elect Dony:

That Council approve the Terms of Reference and proposed nominees for the Public Information Campaign Task Force as presented at C-510-2.1, Appendix A.

CARRIED

Registrar McDonald advised that \$100,000 was allocated in the 2017 budget approved by Council for the task force to work with a vendor to assist with message development regarding a potential public information campaign.

11749
SOLID WASTE MANAGEMENT GUIDELINE
– FINAL APPROVAL

The Professional Standards Committee (PSC) was instructed by Council at its March 21–22, 2013 meeting to proceed with revising the current guideline Solid Waste Management which was not revised since 1993.

Councillor Kuczera suggested that in future, Municipal Engineers Association (MEA) be invited to participate in future consultations of this nature.

In response to a question regarding legal risks on guidelines J. Vera advised that an information Briefing Note regarding the legal opinion on this would be provided to Council at a future meeting.

Moved by Councillor Jones, seconded by Councillor Sadr:

That Council:

- 1. Approve the practice guideline for Solid Waste Management that is presented in Appendix A;**

2. **Direct the Registrar to publish the guideline and notify members and the public of its publication through usual PEO communications; and**
3. **Stand down the PSC subcommittee which prepared the guideline for Solid Waste Management with thanks.**

CARRIED

**11750
FUNDS ALLOCATION FOR PEAK ETHICS
MODULE**

On November 18, 2016 Council passed the following motion:

That Council direct the Registrar to implement the communications plan and continue development of the program elements and operational activities required to roll-out on March 31, 2017 the PEAK program described in the Report.

CARRIED

One of the PEAK program elements is an on-line multimedia ethics module. As reported in the report from the CP2 Task Force, this course is necessary in order to ensure that all licence holders, including those who are not practising, are aware of their ethical obligations and how they must govern themselves in compliance with the Professional Engineers Act and its regulations.

Staff are developing the content of the ethics module. An external vendor will provide the implementation platform, server hosting and user support. Staff recommended the lowest cost user support package.

Staff did not send out an RFP for this project since time is of the essence. Instead, PEO will lever the existing relationship with PEO's current online educational service provider. This will reduce development time and effort since both parties are already familiar with the other's requirements. However, during the development of the CP² Task Force's proposal staff did make preliminary inquiries of other online educational service providers and were given cost estimates consistent with those provided by ScholarLabs.

Council will be provided with an update on the content of the module.

Moved by Councillor Turnbull, seconded by Councillor Takessian:

That Council approve the allocation of up to \$300,000 from the reserve fund for the 2017 cost of development, hosting and user support of the PEAK Ethics Module by ScholarLabs.

Moved by Vice-President Quinn, seconded by Councillor Chan:

That the main motion be amended to read:

That Council approve the allocation of up to \$300,000 from the reserve

fund for the 2017 cost of development, hosting and user support of the PEAK Ethics Module by ScholarLabs and that this be used for a ten percent sampling of members.

AMENDMENT DEFEATED

That Council approve the allocation of up to \$300,000 from the reserve fund for the 2017 cost of development, hosting and user support of the PEAK Ethics Module by ScholarLabs.

CARRIED
Recorded Vote

<u>For</u>	<u>Against</u>
C. Bellini	M. Chan
G. Boone	T. Chong
D. Brown	R. Jones
D. Chui	E. Kuczera
B. Dony	P. Quinn
G. Houghton	
Q. Jackson	
T. Kirkby	
L. Lederman	
D. Preley	
N. Rush	
C. Sadr	
R. Shreewastav	
M. Spink	
N. Takessian	
W. Turnbull	
M. Wesa	

Council recessed for break.

Upon reconvening, President Comrie presented Councillor Boone with a ten-year service pin and Fellows of Engineers Canada Award (FEC) in appreciation of his volunteer service to the engineering profession.

President-elect Dony presented President Comrie with a 25 year plus service pin and certificate in appreciation of his volunteer service to the engineering profession.

**11751
ENGINEERING DIMENSIONS
DISTRIBUTION – PRESENTATION ON ONE
YEAR UPDATE ON PRINT EDITION AS THE
DEFAULT**

At its 503rd meeting, Council approved conducting a one-year review of its decision taken at the 502nd meeting to resume sending the print edition of *Engineering Dimensions* to all licence holders and engineering interns, unless the digital edition is requested. As part of the review, Council requested updated statistics to help determine whether the return to print had achieved the intended result.

Results from *Engineering Dimensions*' 2016 Mini Reader Survey were provided to Council in the agenda package. Additional information included a compilation of relevant findings from reader surveys in 2013, 2015 and 2016 as well as the log of the open rate and average time spent with each digital edition in 2015 and 2016. An overview of the subscription statistics and associated costs and revenues for *Engineering Dimensions* was also provided.

D. Smith presented the results of the 2016 reader survey which was conducted in November/December in which 11,500 participated which is a 16 percent response rate. It was noted that sending the print edition of *Engineering Dimensions* to all license holders and engineering interns as the default option may become revenue neutral with increased marketing revenue.

Moved by Councillor Bellini, seconded by Councillor Kirkby:

1. That Council approve the Advisory Committee on Volunteers (ACV), Awards Committee (AWC) and Central Election and Search Committee (CESC) Terms of Reference as presented at C-510-2.5, Appendices A to C.
2. That Council approve the Advisory Committee on Volunteers (ACV) and Complaints Committee (COC) 2017 Human Resources Plans as presented at C-510-2.5, Appendices D and E.

Moved by Vice-President Brown, seconded by Councillor Sadr:

That the terms of reference for the Awards Committee (AWC) and the Advisory Committee on Volunteers (ACV) as presented at C-510-2.5, Appendix A and B, and human resources plan for the Advisory Committee on Volunteers (ACV) as presented at C-510-2.5, Appendix D, be referred back to their respective committees for reconsideration regarding term limits and that the main motion be amended accordingly.

CARRIED

Council then voted on the main motion as amended.

That Council approve Central Election and Search Committee (CESC) Terms of Reference as presented at C-510-2.5, Appendix C and the Complaints Committee (COC) 2017 Human Resources Plan as presented at C-510-2.5, Appendix E.

MAIN MOTION AS AMENDED CARRIED

The Act as referenced in the Awards Committee Terms of Reference is misquoted. This will be taken back to the committee for rewording.

Moved by Councillor Kuczera, seconded by Past President Chong:

**11752
COMMITTEES/TASK FORCES TERMS OF
REFERENCE, HR AND WORK PLANS**

11753

CONSENT AGENDA

Included on the consent agenda:

- 3.1 Minutes – 246th EXE Committee meeting – October 18, 2016
- 3.2 Minutes – 509th Council meeting – November 18, 2016
- 3.3 Changes to the 2017 Committees and Task Forces Annual Membership Roster

[Note: minutes 11754 to 11756 reflect the motions provided in the briefing notes presented to the meeting.]

**11754
MINUTES – 246th EXECUTIVE COMMITTEE
MEETING – OCTOBER 18, 2016**

That the minutes of the open session of the 246TH meeting of the Executive Committee, held on October 18, 2016 as presented to the meeting at C-510-3.1, Appendix A be ratified.

CARRIED

**11755
MINUTES – 509th COUNCIL MEETING –
NOVEMBER 18, 2016**

That the minutes of the open session of the 509th meeting of Council, held on November 18, 2016 as presented to the meeting at C-510-3.2, Appendix A, accurately reflect the business transacted at that meeting.

CARRIED

**11756
CHANGES TO THE 2017 COMMITTEES/
TASK FORCES ANNUAL MEMBERSHIP
ROSTER**

That Council approve changes to the 2017 PEO Committees and Task Forces Membership Roster as presented at C-510-3.3, Appendix A.

CARRIED

**11757
LEGISLATION COMMITTEE UPDATE**

Councillor Kuczera provided an update. He advised that the Legislation Committee has met twice since the last Council meeting. The committee spent considerable time at both meetings reviewing a long list of references to engineers and engineering and to the various pieces of legislation outside of the Professional Engineers Act (PEA).

At the December 2nd meeting staff was asked to draft a Regulatory Conflict Protocol that was considered at the January 6th meeting and will be brought before Council on March 24th. The January 6th meeting also included a review of prioritization criteria for proceeding with potential changes to various pieces of legislation. The transfer of fees from the regulation to the bylaw which is being proposed as an amendment to Bylaw 1 was reviewed. Legal Counsel has been instructed to draft using the existing provisions in the regulations. This will be presented to Council for passage, however, it will not take effect until the province repeals the relevant sections in the regulation. Staff have pointed out some inconsistencies within the PEA as it relates to terms that are used for licensed professionals, for example, the limited and temporary license holders need to be included so an umbrella definition is being considered by the committee.

The committee received a presentation from the Chair of the Council Term Limits Task Force (CTLTF) Rob Willson and provided advice on how

legislative changes could proceed with the changes that are contemplated in the CTLTF draft report.

**11758
REGIONAL COUNCILLORS COMMITTEE
UPDATE**

Councillor Sadr advised that the RCC has not met since the November Council meeting. The next RCC meeting is scheduled on April 1, 2017 in Kingston.

The RCC will work with the Legislation Committee regarding amendments to the Chapter Bylaws

**11759
ENGINEERS CANADA UPDATE**

A. Bergeron reported that the Engineers Canada Board has not met since September 2016. The next meeting is February 27 to March 1, 2017 in Ottawa.

Chris Roney is Acting CEO following the departure of Engineers Canada's CEO on January 30, 2017.

A. Bergeron discussed accreditation. She advised that a meeting of the National Council of Deans of Engineering and Applied Scientists (NCDAS) was held in late November. The Executive Committee of Engineers Canada met prior to that to discuss that meeting since accreditation is front and centre for the Engineers Canada Board. It was decided that in order to be proactive, a full day meeting would be scheduled with the Executive Committee and the Accreditation Board Policies and Procedures Committee. This meeting was held on January 9, 2017 and was attended by Vice-President Brown who was representing the Accreditation Board Committee and A. Bergeron who is a member of the Engineers Canada Executive Committee. She advised that it was a very productive meeting. She referenced the January 12, 2017 letter from Chris Zinck, President of Engineers Nova Scotia expressing concern with the Engineers Canada accreditation process and Chris Roney's response dated January 17, 2017, both of which were included in the agenda package. A special Engineers Canada Board workshop to be held specifically to deal with accreditation has been scheduled for Monday, February 27 2017.

A Memorandum of Understanding was struck recently with the State Board of Nevada which permits a Canadian engineer to practice in Nevada without having to write an exam to be certified. In response to a query, A. Bergeron advised that she is not aware of any reciprocal agreement.

A. Bergeron will be making a PEAK presentation at the February Engineers Canada Board open forum session.

In response to a query regarding Engineers Canada involvement with other countries A. Bergeron advised that Engineers Canada is a member of the World Federation of Engineering Organizations and that she would provide a report on Engineers Canada's participation in

international activities.

President-elect Dony noted that Ontario graduates approximately half of the engineering graduates in the country with seventeen accredited institutions. There is opportunity for regional discussion on how to move forward with accreditation. He proposed a one-day workshop for the deans and PEO representatives in order to clear up some of the misconceptions. This workshop would be hosted at McMaster University. There was general consensus by Council that this would be a worthwhile venture.

**11760
CP² REPORT**

At the November 2016 meeting of Council, the Continuing Professional Competence Program Task Force (CP²TF) was directed to bring its recommended constraints and guiding principles to the February Council meeting. Councillor Turnbull reviewed the Final Report of the Continuing Professional Competence Program Implementation Task Force which was distributed at the meeting. This handout included Engineering Professional Principles submitted by Councillor Lederman and feedback on PEO's CPD Principles and Need to Add Constraints submitted by Councillor Fraser.

Councillor Turnbull then discussed the Communications Program. PEO's Communications team is aggressively promoting the PEAK Program on all of PEO's social media channels. In addition, the January/February edition of Engineering Dimensions includes a news item on the program as well as a full page and half page ad promoting the March 31, 2017 implementation date. The PEAK Program will be the theme of the March/April edition of Engineering Dimensions and will include two related features, one of which will outline the difference between practicing and non-practicing engineers. Communications has also prepared a ready to be published 300 word article on the PEAK Program which has been pitched to various trade magazines. To date eleven of the publications have confirmed their intent to publish the piece with four already having done so. News of the program is being shared on social media by the engineering alumni groups from McMaster and Queen's Universities. A one-page synopsis of the program is being prepared as well as a six-fold brochure to be made available at PEAK Presentations and PEO events as well as being available on the website. Hosting a live chat on Twitter is being investigated to help reach out directly to PEO's licence holders.

**11761
STATISTICS – COMPLAINTS, DISCIPLINE,
LICENSING AND REGISTRATION UPDATE**

There were no questions or comments.

**11762
COUNCILLOR ITEMS**

MOE Regulation Consultation

Councillor Boone sought direction on how to organize PEO events and work with established Chapter Budgets. President Comrie advised that Councillors must work in conjunction with their Chapter Executive to

ensure that any spending falls under the Chapter's approved budget.

Celebrating Canada's 150th Birthday

In response to a query regarding plans to celebrate with OSPE, Registrar McDonald advised that discussions have taken place with the Joint Relations Committee (JRC). OSPE has not yet come forward with a formal request.

Moved by Councillor Kirkby, seconded by Councillor Turnbull:

That Council move in-camera.

CARRIED

**11763
IN-CAMERA SESSION**

While in-camera, Council:

- a) ratified the in-camera minutes from the 246th Executive Committee meeting – October 18, 2016;
- b) verified the in-camera minutes from the 509TH meeting of Council held November 18, 2016 as presented;
- c) approved recipient of the V.G. Smith Award;
- d) received an update on the Industrial Exception Strategy;
- e) received an HRC Update
- f) received decisions and reasons of the Discipline Committee;
- g) received a legal update on legal actions in which PEO is involved;
- h) noted there were no issues reported regarding PEO's Anti-Workplace Violence and Harassment Policy.

There being no further business, the meeting concluded.

These minutes consist of ten pages and minutes 11746 to 11763 inclusive.

G. Comrie, P.Eng., CMC, Chair

G. McDonald, P.Eng., Registrar