



Minutes - *approved*

ADVISORY COMMITTEE ON VOLUNTEERS (ACV)

Date: Thursday, March 2, 2017

Location: PEO Offices, Room 1C

Time: 5:00pm – 8:00pm

<p>Attendance:</p>	<p>Chris Kan, P.Eng. – Chair Sean McCann, P.Eng. – Vice Chair Michael Chan, P.Eng. Denis Dixon, P.Eng. Doug Hatfield, P.Eng. Lisa Lovery, P.Eng.</p> <p>Via teleconference: Christian Bellini, P.Eng. – Council Liaison Nick Colucci, P.Eng. Vic Pakalnis, P.Eng.</p> <p>Regrets: Márta Ecsedi, P.Eng.</p> <p>Staff: Gerard McDonald – Registrar Fern Gonçalves – Director, People Development (Committee Advisor) Viktoria Aleksandrova – Committee Coordinator (Staff Support)</p>
<p>AGENDA ITEMS</p>	<p>ROUTINE BUSINESS</p>
<p>1.1 Welcome and Introduction</p>	<p>The Chair welcomed everyone and called the meeting to order at 5:45pm.</p>
<p>1.2 Approval of Agenda</p>	<p>Moved by Sean McCann, seconded by Doug Hatfield:</p> <p>That the Agenda be approved as presented. MOTION CARRIED.</p>
<p>1.3 Presentation by Gerard McDonald on Strategic Plan 2018-2020</p>	<p>The Registrar, Gerard McDonald, presented an overview of the 2015-2017 Strategic Plan and facilitated a discussion to identify suggested strategic objectives for the 2018-2020 Strategic Plan. The Plan is available online at: www.peostratplan.ca .</p>
<p>1.4 Approval of Minutes (January 12, 2017)</p>	<p>Moved by Denis Dixon, seconded by Doug Hatfield:</p>



	That the Minutes of the ACV meeting held on January 12, 2017 be approved as presented. MOTION CARRIED.
1.5 Council Update	It was agreed that the update be provided under Item 3.1 ACV Terms of Reference.
2. COMMITTEE AND TASK FORCE CONSULTATIONS/REQUESTS	
2.1 Equity and Diversity Committee (EDC) Terms of Reference	It was agreed to defer the revised EDC Terms of Reference due to inconsistencies.
2.2. Licensing Committee (LIC) Terms of Reference	It was agreed to accept the LIC Terms of Reference as presented.
2.3 Legislation Committee (LEC) Terms of Reference	It was noted that, as a Board Committee, the LEC Terms of Reference do not require review by the ACV.
3. BUSINESS ARISING FROM PREVIOUS MINUTES AND ACTION ITEMS	
3.1 ACV Terms of Reference	<p>The Chair reported that Council had not approved ACV's proposed revised Terms of Reference that had been submitted for approval at the February 3rd meeting. Instead, Council referred the document back to the committee, with the following comments:</p> <ul style="list-style-type: none"> • A maximum term of 4 years for the role of Chair is too long; • A maximum of 12 years for committee members is too long; • Amend the duties of Vice Chair to conform with the Committees and Task Forces Policy – Reference Guide. <p>The Committee discussed and considered the following rationale: 2-year learning curve as a new member; followed by 2 years as an active volunteer; followed by succession to a leadership role - 2 years as a Vice Chair; 2 years as a Chair and 2 years as a Past Chair.</p> <p>Further discussion and decision regarding this item was deferred to the next meeting.</p>
3.2 Committee Chairs Workshop	<p>The Chair advised that the Workshop subcommittee has tentatively approved the 2017 Committee Charis Workshop theme as follows:</p> <ul style="list-style-type: none"> • Volunteer Committee Challenges and Resolutions
3.3 Vital Signs Survey	<p>No update was provided. The discussion of this item was deferred to the next meeting.</p>
4. OTHER BUSINESS	



5. MEETING EVALUATION [by Vic Pakalnis]

6. SCHEDULE OF NEXT MEETINGS – AND – ADJOURNMENT

**Future Meetings and
Adjournment**

The next ACV meeting/event dates are:

- *Friday, April 21-22, 2017 – Volunteer Leadership Conference*
- Thursday, May 25, 2017
- Thursday, August 10, 2017
- Thursday, September 28, 2017
- *Friday, November 3, 2017 – Committee Chairs Workshop*
- Thursday, December 7, 2017

The meeting was adjourned at 7:45pm.