



Professional Engineers
Ontario

2017 Committee and Task Force Reports

April 2018

Published by
Association of Professional Engineers of Ontario

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Introduction

From the association's beginning in 1922, committees have aided in accomplishing much of PEO's work. Several hundred members are active participants on PEO's standing committees, while others are active on additional PEO task forces. These reports cover the period January 2017 to December 2017.

PEO committees can be legislated, regulated or appointed. Legislated and regulated committees are set out, along with their missions, in the *Professional Engineers Act*, R.S.O. 1990, Chapter P.28, or Regulation 941/90. Under the act, PEO Council is also permitted to appoint committees to address specific needs. These standing committees are mandated for an indefinite term, but their membership is appointed periodically by Council. Council also creates task forces to undertake specific tasks. Task forces exist only as long as necessary to finish their task.

Several of PEO's committees have also been designated as PEO board committees. These committees have a fiduciary and/or oversight role; operate on a Council-year basis from annual general meeting to the next annual general meeting; and have the majority of their members as sitting members of Council, selected either by position, election or appointment at the Council meeting immediately following the annual general meeting.

The following are committee and task force reports submitted for 2017.

Board Committees

Legislation Committee

(LEC)

Mandate

The Legislation Committee's mandate is to provide oversight and guidance on matters pertaining to PEO's act, regulation and bylaws. This includes: (i) acting as custodian for PEO's legislation, identifying PEO policies, rules and operational issues that touch on or affect PEO's legislation and providing guidance as to which of these should be put into legislation; (ii) overseeing draft changes to PEO's legislation; (iii) keeping Council apprised of relevant external legislative initiatives and changes that may affect PEO's legislation; iv) in accordance with the Council-approved Regulatory Policy Protocol, reviewing all referred policy proposals that involve authority from the act, regulation and bylaws and providing regulatory impact analysis and recommendations to Council; and v) reviewing Ontario legislation that conflicts with the authority or provisions of the *Professional Engineers Act* or its regulations and making recommendations for corrective actions.

Activities

The Legislation Committee, a board committee comprising five councillors, met 11 times this past year. As a board committee, its term matches the Council year, from the first Council meeting following the Annual General Meeting to the Annual General Meeting. This report covers the period between January and December 2017. The year proved to be a busy and productive one for the Legislation Committee.

Act changes

Eight of nine *Professional Engineers Act* changes proposed and passed by Council in 2016 were accepted by the government and were included in Schedule 34 of Bill 177, *The Stronger, Fairer Ontario Act (Budget Measures) 2017*, which was passed by the Ontario Legislature and received royal assent on December 14, 2017. The changes became effective on that date. The Legislation Committee was able to review the act change wording before the bill was introduced in the legislature to ensure that it met Council's policy intent. A summary of the changes was published in the January/February 2018 edition of *Engineering Dimensions*, and more details were published in the subsequent March/April edition. The ninth proposal, to add limited licence holders' ability to design certain buildings under sections 12(6) and (7) of the *Professional Engineers Act*, was postponed by the government due to opposition from the Ontario Association of Architects.

Bylaw changes

The committee continued its work to support the proclamation of act changes made in 2010 to move the authority for Council to make fee changes from Regulation 941 to By-Law No. 1. The work involved changes to the bylaw to establish fees at the same current levels. The committee finalized the bylaw changes to be presented to Council early in 2018.

Regulation changes

The committee also worked on four sets of changes to Regulation 941 in various stages. First, they reviewed drafts prepared by the Ministry of the Attorney General to complement the bylaw changes on fees by removing fees and making minor housekeeping changes to the regulation.

Second, the committee reviewed drafts to implement Council term limits approved by Council in June 2017. Both sets of regulation changes are to be presented to Council early in 2018. The committee also prepared and approved accompanying preliminary regulatory impact assessments for both regulation changes.

Third, the committee reviewed the motions passed by Council in March 2017 pertaining to changes to academic requirements and examinations originally proposed by the Licensing Policy Committee, and drafted a preliminary regulatory impact assessment to instruct the Ministry of the Attorney General.

Finally, at the Ministry's request, in November, the committee asked and received Council approval of French versions of Regulation 941 from this point on to meet government expectations for bilingual legislation. This would not create any operational expectations for French language service delivery. The committee is awaiting a French version of Regulation 941 from the Ministry in the new year.

Regulatory conflicts

The committee was also updated on staff efforts to reduce conflicts between the *Professional Engineers Act* and other external statutes.

Committee membership

Christian Bellini, P.Eng. (Chair), David Brown, P.Eng. (President-elect, ex-officio member), George Comrie, P.Eng. (Past President), Bob Dony, P.Eng. (President, ex-officio member), Gary Houghton, P.Eng., Lola Hidalgo, P.Eng., and Qadira Jackson Kouakou (Vice Chair).

Staff advisor: Johnny Zuccon, P.Eng., FEC, Deputy Registrar, Tribunals and Regulatory Affairs

Staff support: Jordan Max, MSc. Pl., Manager, Policy

Mandate

The mandate of the Regional Councillors Committee (RCC) is to act on behalf of Council in matters concerning PEO's 36 chapters in the five regions. The RCC has the authority from PEO Council to respond to matters pertaining to the mandate of the association in the context of chapters and chapter volunteers.

The following summarizes the responsibilities and business of the RCC:

- Meet as a committee on a regular basis to discuss/resolve relevant chapter issues;
- Recommend budget allocations for activities of the RCC and the chapter system;
- Host regional congresses and meet with chapters on a regular basis; and
- Facilitate reports and studies related to regional and chapter business.

Membership

The RCC comprises 10 elected regional councillors (two-year terms each) of each of the five regions. As at PEO's 2017 AGM, members of the 2017-2018 RCC were:

Region	Senior Regional Councillor (term expires at 2018 AGM)	Junior Regional Councillor (term expires at 2019 AGM)
East Central	Noubar Takessian, P.Eng.	Thomas Chong, P.Eng.
Eastern	Guy Boone, P.Eng.	Ishwar Bhatia, P.Eng.
Northern	Michael Wesa, P.Eng.	Dan Preley, P.Eng.
West Central	Danny Chui, P.Eng.	Warren Turnbull, P.Eng.
Western	Gary Houghton, P.Eng.	Lola Hidalgo, P.Eng.

The chair and vice chair of the RCC are elected annually. On April 22, 2017, at a special RCC meeting following the AGM, Councillor Warren Turnbull, P.Eng., was elected as RCC chair and Councillor Noubar Takessian, P.Eng., was elected as RCC vice chair.

Terms of reference

In 2017, following direction from Council, the RCC updated its terms of reference. Specifically, the committee agreed that the RCC chair and vice chair may be re-elected to serve a maximum of two consecutive years, subject to election results, and that the chair and vice chair may not be from the same region.

Meetings

RCC face-to-face meetings generally take place following a set of regional congresses in order to address newly raised chapter-related issues, including congress open issues, budgets, allotments, special project requests and policy issues. When necessary, the RCC also meets via teleconference to resolve issues of a timelier nature.

2017 Regional Councillors Committee meeting schedule:

Date	Location	Details
April 1, 2017	Kingston	Face-to-face meeting
April 22, 2017	Thunder Bay (AGM)	Chair election meeting
July 29, 2017	Oakville	Face-to-face meeting
October 28, 2017	Niagara Falls	Face-to-face meeting
November 29, 2017	N/A	Teleconference

Financial

The RCC continues to offer the Chapter Scholarship Program, which allows chapters to award up to \$1,500 to one or more deserving student(s) entering engineering programs in Canada. This program was formerly restricted to students entering a university engineering program in Ontario however, in 2017, the RCC expanded program eligibility to include any Canadian Engineering Accreditation Board-accredited engineering program in Canada. Chapters and the RCC awarded \$42,250 in scholarship funds in 2017, with 33 of 36 chapters participating in the program.

The RCC also continues to offer the Special Project Program, which is used to provide funding for new and innovative chapter events that meet the eligibility criteria. In 2017, funding was awarded to the Thousand Islands Chapter for hosting a “cluster event” for four Eastern Region chapters. The event was a Comedy Night at the Aquatarium in Brockville. Funding was also approved for the Scarborough Chapter for a technical workshop on unmanned aerial vehicles, and to the Algonquin Chapter for a visit to the newly re-opened Science and Technology Museum in Ottawa.

Chapter business plans inform RCC decisions and support the committee’s financial approvals. In 2017, the total annual chapter allotment for 36 chapters was \$599,000. The RCC requires monthly reporting of chapter bank balances and has spending parameters in place for chapter executives. In 2017, because of the forecasted 2018 PEO deficit budget, RCC proactively offered Council a savings of \$100,000 in the 2018 allotment distribution. This was realized by not increasing the allotment budget from 2017, and by addressing chapter bank balances that were not in compliance with existing parameters.

Other projects and subcommittee tasks

The RCC approved the *Standardized Chapter Election Guide* to provide chapters with guidance for running executive elections. The committee also approved the *Regional Congress Organization Protocol* and accompanying *RACI Chart* to provide outer region chapters (Eastern, Northern and Western) guidance for hosting regional congress events. Following direction from the Human Resources Committee, the RCC made available to all chapter executives the online leadership modules *Our Mandate* and *Equity & Diversity Awareness*, and for chapter chairs and vice chairs, the *Chairing Effective Meetings* module.

At the June 2017 Council meeting, the RCC and the Chapter Office were tasked with developing new Regional All Candidates Meetings for the 2018 Council Elections. The RCC supported the Chapter Office in forming a Regional All Candidates Meeting action team to explore and trial live-streaming technologies to be used at the 2018 meetings.

Also in 2017, the RCC submitted a briefing note to Council suggesting changes to PEO By-Law No. 1 to alleviate existing conflicts with the subordinate chapter bylaws. The RCC prepared a policy intent document for this request. Finally, a subcommittee on chapter reform was initiated to discuss possible organizational and structural efficiencies.

Throughout the year, many open issues and business arising items at RCC meetings and regional congresses were directly related to the licensing delays experienced by PEO in 2017. A briefing note was prepared for Council on this subject. The RCC engaged Michael Price, P.Eng., deputy registrar, licensing and registration, who attended the October 2017 RCC meeting and made himself available to address councillors' concerns regarding the lengthy delays. Following the meeting, the committee established a working group dedicated to learning more about PEO's (and other regulatory bodies') licensing processes, and about the future online platform.

Canada's Anti-Spam Legislation (CASL)

In May 2017, Registrar Gerard McDonald, P.Eng., issued a memo to chapters regarding CASL compliance that outlined a new PEO policy for chapter email campaigns. At the September regional congresses, the RCC heard from chapter delegates that the new policy was negatively impacting chapter operations. In response, the Chapter Office surveyed the chapters to collect data on the effects of the new policy. Survey results were compiled into a report that also included recommendations from chapter executives and the Chapter Office.

2017 Chapter Leader Conference (November 18, 2017)

The theme for the 2017 CLC was "PEO 4.0 Moving to the Future." The chair of the organizing committee was Lola Hidalgo, P.Eng., Junior Western Region Councillor and the vice chair was Ishwar Bhatia, P.Eng., Junior Eastern Region Councillor. Registrar Gerard McDonald presented the 2018-2020 Strategic Plan and engaged chapter delegates with a brainstorming session on ways chapters can perform regulatory functions.

Delegates also discussed lean principles, concepts of change, industry disruptors and engagement. Guest speaker Mike Dover explored how technology has changed the ways we interact with others and how we can make it work for us. Feedback scores from delegates indicated overall satisfaction with the program, with an 85 per cent score for appropriateness and an 86 per cent score for quality of execution. These figures represent increases to those of 2016.

Chapters

PEO's five regions are further divided into 36 chapters. PEO has over 500 volunteers in the chapter system and thousands of members that connect with their regulatory body through their local chapter.

There are five essential purposes of a PEO chapter:

- **Presence:** Enhance public awareness for the engineering profession in the local community;
- **Communication:** Facilitate two-way communication between licence holders and PEO Council, and report non-compliance issues;
- **Grassroots Participation:** Promote participation of licence holders in chapter and other PEO activities, encourage licence holders to take an interest and participate in PEO Governance;
- **Recognition:** Recognition of individuals for their support of chapters and the profession, of firms for their support of the profession, and of chapters for exceptional leadership and programming; and
- **Governance:** Encourage professional engineers to participate in regulatory roles, and in enforcement and discipline activities at PEO.

Region and Chapter	P.Engs	EITs	Total
East Central—East Toronto	3661	771	4432
East Central—Lake Ontario	2838	549	3387
East Central—Scarborough	2295	843	3138
East Central—Simcoe-Muskoka	1556	246	1802
East Central—Willowdale-Thornhill	3753	956	4709
East Central—York	7830	1266	9096
Eastern—Algonquin	392	70	462
Eastern—Kingston	1215	158	1373
Eastern—Ottawa	7837	1101	8938
Eastern—Peterborough	1039	105	1144
Eastern—Quinte	463	53	516
Eastern—Thousand Islands	431	41	472
Eastern—Upper Canada	248	31	279
Northern—Algoma	231	29	260
Northern—Lake of the Woods	97	18	115
Northern—Lakehead	600	169	769
Northern—North Bay District	407	49	456
Northern—Porcupine/Kapuskasing	191	32	223
Northern—Sudbury	1077	191	1268
Northern—Temiskaming	93	17	110
West Central—Brampton Area	2860	826	3686
West Central—Etobicoke	1086	156	1242
West Central—Kingsway	935	109	1044
West Central—Mississauga	5532	1238	6770
West Central—Oakville Area	3470	431	3901
West Central—Toronto-Humber	1231	367	1598
West Central—West Toronto	3120	744	3864
Western—Brantford	620	92	712
Western—Chatham Kent	275	36	311
Western—Georgian Bay	812	130	942
Western—Grand River	4376	788	5164
Western—Hamilton-Burlington	3922	583	4505
Western—Lambton	922	101	1023
Western—London	2336	528	2864
Western—Niagara	1572	168	1740
Western—Windsor-Essex	1419	320	1739

Chapter executives send two delegates and one EIT (if so desired, for succession planning) to regional congresses in February, June and September. The intent of these meetings is to facilitate effective two-way communications between PEO Council, the Chapter Office and chapter volunteers. Congresses are chaired by each senior regional councillor.

2017 Regional Congress schedule:

	Northern	Eastern	Western	East Central	West Central
Feb.	Feb. 8, 2017 17 attended Teleconference	Feb. 22, 2017 20 attended Teleconference	Feb. 9, 2017 17 attended Teleconference	Feb. 7, 2017 14 attended PEO Offices	Feb. 15, 2017 16 attended Toronto
June	June 17, 2017 12 attended Timmins	May 27, 2017 21 attended Pembroke	June 24, 2017 19 attended London	June 10, 2017 14 attended PEO Offices	June 14, 2017 15 attended Toronto
Sept.	Sept. 9, 2017 15 attended Sioux Narrows	Sept. 23, 2017 17 attended Cornwall	Sept. 16, 2017 15 attended Chatham	Sept. 30, 2017 17 attended PEO Offices	Sept. 13, 2017 10 attended Toronto

Committee Chair: Warren Turnbull, P.Eng.

Committee Advisor: Matthew Ng, P.Eng., Manager, Chapters

Legislated Committees

Academic Requirements Committee

(ARC)

Mandate

To assess the academic qualifications of applicants referred to the Academic Requirements Committee (ARC) by the registrar or who have requested the ARC to review their qualifications, advise Professional Engineers Ontario (PEO) on academic matters relating to PEO admission procedures and policies, and oversee the Professional Practice Examination.

Regulatory activities

In 2017, approximately 3247 new applications for applicants graduating from Canadian Engineering Accreditation Board (CEAB)-accredited programs and approximately 2098 new applications for non-CEAB applicants were received. Approximately 2419 academic assessments were completed for non-CEAB applicants. Of the academic assessments completed for non-CEAB applicants, 676 applicants were deemed to have met PEO's academic requirements for licensure, and about 1438 applicants were assigned an examination program. Of the 773 interviews conducted by the Experience Requirements Committee (ERC) on behalf of the ARC, 348 applicants (45 per cent) had their examination programs waived by the ARC. The ARC also reviewed the examination performance of 288 applicants who sat for technical examinations prepared by PEO examiners. In 2017, approximately 4211 Professional Practice Examinations were written by applicants, of which 3631 passed.

The ARC continues to accommodate emerging engineering disciplines to recognize the diversity of academic credentials of internationally trained applicants. The ARC continues to work in collaboration with Ryerson University on its initiative to integrate international engineering graduates (IEGs) into Ontario's engineering workforce. The Internationally Educated Engineers Qualification Bridging (IEEQB) program is a bridging program that provides IEGs an alternative path to licensure by taking a combination of engineering courses to fulfill their academic requirements for licensure. In 2017, the ARC's role has been to improve existing procedures, review the academic results of graduates from the program and determine new course equivalencies with respect to PEO's revised syllabi of examinations.

Throughout the year, the ARC has been responsive in refining various procedures and policies through a process of continuous improvement. The ARC continues to formulate, with the Experience Requirements Committee (ERC) and staff, the process that was implemented on July 1, 2015 resulting from the new regulations for admitting applicants for limited licences (LEL and LET). The ARC has much more involvement than in the previous process and has been advising the ERC on interview areas related to the proposed scope of practice.

The revised Engineering Report Guidelines, Engineering Report Preparation and Engineering Report Appraisal Form were approved by the ARC. These PEO documents were updated by an ARC subcommittee. For candidates seeking registration with PEO through the examination route, the presentation of a report involving an engineering problem is normally the final academic requirement.

The ARC approved its Policy on Bias and Conflict of Interest. The policy was prepared by a member of the ARC in response to a recommendation by the Ontario Fairness Commissioner and in consultation with the committee. This policy is intended to protect against conflict of interest and/or bias within the context of the ARC environment or culture.

The ARC reviewed the data and summary report that was provided by PEO staff pertinent to the pilot project on the Special Confirmatory Examination and Special Directed Confirmatory Examination Programs (SCEP/SDCEP). The ARC decided to discontinue assignment of these programs effective August 25, 2017. These examination programs were for the assessment of foreign applicants whose degrees were named engineering degrees, but for which the ARC had no information on the depth of their delivery. The ARC concluded that the existing Confirmatory Examination Programs are adequate for these applicants. The ARC also made a decision on the already assigned SCEP/SDCEP applicants with an open file.

Minor revisions to the ARC Procedure Manual (referred to as the “Red Book”), which was updated in 2015, continued in 2017.

The 2017 revised syllabi of the Canadian Engineering Qualifications Board (CEQB) were reviewed by the ARC and adopted as the PEO Board sheets (aka Board Sheet of the Academic Requirement Committee) with some revisions.

The ARC was pleased to recommend the 2017 V. G. Smith Award for the best average of the top three technical examinations to Dr. Lawrence William Green, P.Eng., and the S.E. Wolfe Award for the best engineering report to Mr. Abner Ocampo, P.Eng.

The ARC closely follows the discussion on the future of the Canadian engineering accreditation and the pertinent communications and developments with regards to Engineers Canada, the CEAB, the National Council of Deans of Engineering and Applied Science (NCDEAS) and the Council of Ontario Deans of Engineering (CODE).

Following PEO Council’s motion regarding committee volunteer term limits and election of committee chairs and vice chairs for a one-year term (from January to December), the terms of reference of the ARC was revised. The chair and vice chair may be re-elected to their positions to serve a maximum of three (3) consecutive years. To ensure continuity, it is desirable that the vice chair moves to the chair’s position once the chair’s term of service has expired. Given the statutory mandate of the ARC as well as the reliance on the expertise and experience of their members to carry out their legislated mandates, there is no term limit imposed on the general membership of the ARC.

The ERC chair and vice chair continue to participate/report at the ARC discussions/meetings. The ARC and the ERC have had a close collaboration on pertinent issues.

Several ARC members continue to serve on various national engineering boards, such as the CEQB, which is responsible for recommending nation-wide, standardized syllabi of examinations for all engineering disciplines (or one of its discipline subcommittees), and the CEAB, which is responsible for the national accreditation of all engineering programs in Canadian universities. The 2017-2018 president of PEO and one of the current councillors-at-large are members of the ARC. Several ARC members are actively involved in PEO committees and/or at the chapter level.

In summary, ARC members continue to play a very active and enthusiastic volunteer role in the profession.

Committee chair: Leila Notash, PhD, P.Eng., FEC

Staff advisor: Michael R. Price, MBA, P.Eng., FEC, Deputy Registrar, Licensing and Registration

Complaints Committee

(COC)

Mandate and operations

The Complaints Committee (COC) is mandated under section 24(1) of the *Professional Engineers Act* to investigate and consider complaints made by members of the public or members of the association regarding the conduct or actions of licence holders and certificate of authorization holders. On behalf of the committee, PEO staff investigate the complaints and gather relevant information and documentation for the committee's consideration. The committee must consider all complaints that have been filed with the registrar and must make every reasonable effort to examine all records and other documents relating to the complaint prior to taking any action allowed under section 24(2) of the act. Neither PEO staff nor the committee have the authority to prevent a person from filing a complaint, and the committee does not have the discretion to refuse to consider any complaint that has been duly filed.

Introduction

The committee, which in 2017 comprised 13 members including the chair, met eight times during the year and formally disposed of 73 complaints that had been filed and investigated. The disposition of the complaints and the statistics from the previous five years are as follows:

Activity	2013	2014	2015	2016	2017
Complaints examined and decisions rendered by COC	74	91	81	75	73
Matters referred to discipline	3	6	7	6	8
Matters not referred with no further action	47	62	56	48	44
Matters not referred, decision to send letter of advice or hold interview	20	21	10	20	16
Matters not referred, voluntary undertaking signed/accepted	4	2	8	1	5

Other activities

As part of the committee's annual general meeting in July 2017, the COC held a workshop and training session led by Andrew Faith of PolleyFaith LLP. The session focused on when and how it would be appropriate to involve complainants in complaint investigations, and an examination of strengthening certain powers of investigation under the *Professional Engineers Act*.

In addition to the ongoing training undertaken by the committee, the COC and PEO staff make a continuing effort to improve the efficiency and effectiveness of the committee and the complaints process. Work undertaken and changes initiated/made in 2017 included:

- Continued to investigate and close files as expeditiously as possible. Despite the number of new complaints filed each year remaining consistent, active complaint files at 2017 year-end was 65, down from 2016 year-end, and down from a high of 135 active files at the end of 2012. A total of 73 complaint files were fully reviewed, considered and disposed of by way of written decision by the committee in 2017;
- Considered nine prosecutorial viability opinions relating to nine specific complaint files, and developed detailed statements of allegations for eight referred matters;
- Reviewed proposed PEO Appeals Policy and provided comments. The COC strongly supports the authority of the registrar to appeal decisions of the Discipline Committee in appropriate circumstances in the public interest;
- Interviewed candidates for three committee vacancies. Selected and began on-boarding and training of three new committee members who were appointed to the committee in late 2017; and
- The chair of the committee provided a presentation to PEO Council in November 2017 regarding the core regulatory and public interest role of the COC, its work and challenges, and highlighting the need for PEO to maintain an adaptive, resilient staff organization able to respond to increasing and/or changing regulatory demands.

The committee understands how important it is to the core regulatory function of PEO, to the confidence the public has in our ability to self-regulate, and to the members' confidence in a fair complaints process. Success of the committee is largely achieved through the dedicated work of staff, and the committee would like to express its appreciation to the deputy registrar, manager, investigators and administrative staff within the Regulatory Compliance department. Staff has demonstrated a sincere appreciation and understanding for the importance of this regulatory committee, and a commitment to high quality and performance.

Committee chair: Tony Cecutti, P.Eng.

Staff advisor: Linda Latham, P.Eng., Deputy Registrar, Regulatory Compliance

Complaints Review Councillor

(CRC)

The Complaints Review Councillor (CRC) is an administrative tribunal, but does not conduct hearings. Therefore, CRCs draw their jurisdictional powers under the *Professional Engineers Act*. The *Statutory Powers Procedure Act* does not apply to the CRC. The Tribunals Office provides administrative support to the Complaints Review Councillor.

Mandate—Reviews the treatment of a complaint

The decision of the Complaints Committee to refer, or not to refer, a complaint to the Discipline Committee is final. No statutory appeal lies from the decisions of the Complaints Committee.

However, section 26 of the *Professional Engineers Act* provides that a complainant may apply to the CRC for a review of the treatment of the complaint after a decision has been made by the Complaints Committee. In addition, the act allows a complainant to apply for a CRC review should a complaint not be disposed of by the Complaints Committee within 90 days after the complaint is filed with the registrar.

The procedure to request a CRC review is by way of application. It should be noted that the CRC is not under any statutory obligation to undertake such a review and may, in certain circumstances, issue a decision not to make a review or a decision not to continue a review of a particular complaint.

Beyond the handling of individual complainant applications, the CRC has separate powers under section 26(1) of the act and the CRC may, on her or his initiative, undertake examinations of the procedures for the treatments of complaints by the Complaints Committee. The CRC may send a copy of a report of such examinations directly to the Minister of the Attorney General.

CRC activity

Activity	2016	2017
Applications for review	2	3
Dismissals without a review	2	2
Notices to conduct a review	1	5
CRC reports issued	5	1
Caseload	6	6
Examinations under section 26(1)	0	0

Complaints review councillor: Evelyn Spence, LLB

Discipline Committee	(DIC)
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Mandate

The Discipline Committee is a statutory committee established under the *Professional Engineers Act*. Its mandate is to hear and determine allegations of professional misconduct or incompetence that are referred to it concerning the actions of a member of the association and/or a holder of a certificate of authorization. Referrals are normally made by the Complaints Committee but can be made by Council or the Executive Committee. The Discipline Committee also hears and decides applications for the removal of a suspension order, or for the reinstatement of a licence that was revoked by the committee. Applications for reinstatement of membership are referred to the Discipline Committee by the registrar.

The committee is an independent, quasi-judicial tribunal, which means that it acts and conducts its hearings like a court. The committee's responsibilities and decision-making powers are set out in the *Professional Engineers Act* and regulations. In addition, it complies with and exercises powers set out under the *Statutory Powers Procedure Act*. Matters and applications are determined on the evidence admitted by panel acting on behalf of the whole committee. Quorum for a panel is four members, one from each of the categories set out in the *Professional Engineers Act*. Most panels are composed of five members to ensure there are no split decisions. Hearing panels are normally provided with an independent legal counsel.

Developments and activities during the year

In addition to attending to its statutory duties, the committee met twice to deal with general administrative matters, and to discuss committee performance.

A new chair and a vice chair were elected by the committee in 2017. The vice chair accepted the nomination for election to chair. A nominating sub-committee was appointed to seek two members of the committee with leadership qualities and willing to accept the nomination for vice chair. The new chair and vice chair are eligible for re-election in 2018 for one additional year.

During the June 21 meeting, Aaron Dantowitz, Stockwoods LLP, was invited to provide training on the topic of “Administrative Law and the Discipline Process.”

During the November 27 meeting, the Discipline Committee had the honour of hearing from a special guest speaker, the Honourable Yasir Naqvi, Attorney General, Government House Leader and MPP for Ottawa Centre. A training session was also provided by D. Jacobs, Watson Jacobs McCreary LLP, on the topic of “Tribunals intervention on Appeals and Judicial Reviews.”

The Discipline Handbook Subcommittee continued its review and revisions of the handbook, which serves as a procedural guide for DIC members serving on panels. Also, two task groups were created: the Discipline Committee Training Task Group—to review and develop updated formal training regimen for Committee members hearing and deciding matters; and the Discipline Committee Evaluation Task Group—to develop a system to evaluate members’ performance serving on panels.

The committee provided its terms of reference, annual work plan and human resources plan to Council.

There were some changes to the membership roster in 2017 approved by Council.

Caseload activity

The table below shows the committee received eight matters and completed eight as of December 31, 2017.

The number of matters pending is 14. At the request of prosecution staff and its legal counsel, the committee chair uses pre-hearing conferences to reduce the workload associated with most matters. Pre-hearing conferences assist parties to identify issues to be decided and to select hearing dates.

Activity	2016	2017
Matters referred to discipline	6	8
Pre-hearing conferences held	5	8
Matters pending (caseload)	17	14
Hearings completed	6	8
Written final decisions issued	8	10

Membership

As of January 1, 2018, there are 38 members on the committee, comprising five elected members to PEO Council, five lieutenant governor-in-Council appointees who are members of the association, three lieutenant governor-in-Council appointees who are members of the public, five Attorney General appointees who are members of the public, and 20 members appointed by Council from the general membership. From this roster of available committee members, the chair of the Discipline Committee sets hearing dates and assigns panels to hear motions and hearings related to matters that are of the jurisdiction of the committee. Administrative and operational support is provided by administrative staff from the Tribunals Office in the department of Standards and Tribunals.

Committee chair: John Vieth, P.Eng.

Experience Requirements Committee

(ERC)

Mandate

The Experience Requirements Committee (ERC) assists the registrar, as necessary, in determining if an applicant's work experience is acceptable for licensure purposes, leading to a P.Eng. licence, a limited licence or a provisional licence, or for the purpose of reinstatement under section 51.1.4 of Regulation 941/90. The ERC also advises on whether the experientially gained knowledge of an applicant who has not graduated from engineering program accredited by the Canadian Engineering Accreditation Board (CEAB) provides sufficient basis to recommend that the Academic Requirements Committee (ARC) waives the applicant's assigned technical examination program.

Activities

The ERC had a very busy year, conducting 1028 interviews to assess the experience of applicants for licensure (a decrease of only 1.6 per cent from the previous year). The ERC interviewed 727 applicants for Confirmatory (and Directed Confirmatory) Examination Programs resulting in approximately 47 per cent of candidates having their exam programs waived.

The ERC also conducted 186 staff referral interviews (for assessment of work experience for licensure purposes) with approximately 50 per cent of the applicants demonstrating the requirements for licensure. The number of staff referral interviews decreased by 28 per cent from the previous year.

There were 41 interviews for the purpose of granting a limited licence during 2017 (up from 32 the previous year), with 30 applicants demonstrating sufficient experience in their limited scopes of practice.

Interviews were also conducted for Specific Examination Programs (46), licence reinstatements (22) and provisional licences (6).

The efforts of the ERC facilitated PEO in issuing P.Eng. licences to 2220 applicants in 2017, of which 1496 were from CEAB programs. This represents an increase of 18 per cent in total P.Eng. licences and 16.5 per cent in licences to CEAB program graduates.

In addition, the ERC diligently participated in the following activities:

- Representatives of the ERC participated as members of the Licensing Committee. The chair and vice chair of the ERC regularly attended the Academic Requirements Committee business meetings with a standing agenda item to report on ERC activities.
- ERC members were involved in registration hearings as witnesses and expert witnesses as required by PEO counsel.
- The ERC subcommittee is responsible for the implementation of recommendations from the Interview Improvement Plan. In 2017, the recommendations involving the development and approval of the draft engineering competencies, and the improvement of communications to applicants awaiting interviews for confirmatory exam programs, were completed. These new communications and requirements will be implemented on a trial basis in 2018. Work will continue on the remaining recommendations.

Committee chair: Santosh Gupta, PhD, P.Eng., FEC

Committee vice chair: David Kiguel, P.Eng., FEC

Staff advisors: Michael Price, P.Eng., MBA, FEC Deputy Registrar, Licensing and Registration; Pauline Lebel, P.Eng., Manager, Licensure

Fees Mediation Committee

(FMC)

Message from the Chair

The Fees Mediation Committee (FMC) is a statutory committee established under section 32 of the *Professional Engineers Act*. It is an independent tribunal with powers under various provisions of the act as well as the *Commercial Mediation Act, 2010*, S.O. 2010, chapter 16, to the extent that these provisions do not conflict with the act.

There are currently three members on the committee. Committee members are designated by Council. The Complaints Review Councilor and members of the Complaints or Discipline committees are not eligible for membership on the FMC. From this roster of committee members, the chair of the committee assigns members to conduct mediations and arbitrations of fee disputes that are within the jurisdiction of the committee. Administrative and operational support is provided by staff from the Tribunals Office in the department of Tribunals and Regulatory Affairs.

Mandate

The FMC reviews and mediates or arbitrates fee disputes between engineers, engineering companies and their clients in accordance with the act and regulations. The fees mediation and arbitration processes are available to clients of engineering companies who wish to dispute fees charged for professional engineering services. The committee may either mediate or arbitrate fee disputes between professional engineering companies and their clients as an alternative to legal action taken through the court system.

Information about the FMC is available on the PEO website at:

http://www.peo.on.ca/index.php/ci_id/2260/la_id/1.htm.

Application forms for mediation and arbitration can also be found on the website to assist the parties who voluntarily choose to participate in the process. In 2017, the committee chair undertook a review of the FMC rules of procedure and model arbitration agreement.

The Fees Mediation Committee did not meet as a whole in 2017. However, the committee retained legal counsel to prepare arbitration rules and model agreements.

Caseload activity

Activity	2016	2017
Applications for mediation received	0	2
Applications for arbitration received	0	1
Mediations conducted	0	2
Arbitrations conducted	0	0
Files pending (caseload)	0	1
Requests for mediation/incomplete applications	0	0

Committee chair: Kathryn G. Sutherland, P.Eng.

Committee membership: Gordon Danson, P.Eng. and Peter F. Scott, P.Eng.

Staff support: Salvatore Guerriero, P.Eng., LL.M., Manager, Tribunals; Svitlana (Lana) Tereshchenko, Tribunals Coordinator

Registration Committee

(REC)

Message from the Chair

The Registration Committee is a statutory committee established under section 19 of the *Professional Engineers Act*. It is an independent tribunal with powers under various provisions of the *Professional Engineers Act* and the *Statutory Powers Procedure Act* ("SPPA").

Virendra Sahni and Chee Lee continue to serve as chair and vice chair, respectively, as they were re-elected on October 24, 2016 for a two-year term.

There are currently 10 members on the committee, comprising no elected members to PEO Council, one lieutenant governor-in-Council appointee (LGA), one Attorney General (AG) LLB appointee and seven members appointed by Council from the general membership. There is one vacancy (non-P.Eng. lay member).

From this roster of committee members, the chair of the Registration Committee assigns panels to hear motions and conduct hearings related to matters that are within the jurisdiction of the committee. Administrative and operational support is provided by staff from the Tribunals Office in the department of Tribunals and Regulatory Affairs.

Mandate

The Registration Committee's mandate is to conduct hearings at the request of an applicant, in respect of registrar's proposals under section 19 of the act. The committee has powers to make orders directing the registrar to grant or refuse licences. The committee conducts hearings under the provisions of the *Professional Engineers Act* and the *Statutory Powers Procedure Act*. The applicant and the registrar are both parties to proceedings before the Registration Committee. A

party to proceedings before the Registration Committee may appeal to the Divisional Court from a decision or order of the committee.

The committee's mandate to hold hearings is triggered only after a registrar's "Notice of Proposal to refuse a Licence" (NOP) is issued to an applicant and the applicant has filed a request for a hearing within the time limits set out under the act. The number of hearings by the committee varies in a given year according to the number of applicants who, in response to the registrar's proposal, request a hearing.

The hearings of the Registration Committee provide applicants an opportunity to demonstrate before this independent tribunal that the applicant meets the licensing requirements, or to seek exemptions from any requirements under the act or regulations made under the act.

To promote greater public awareness of its role, the Registration Committee has a web page on the PEO website at:

http://www.peo.on.ca/index.php/ci_id/2261/la_id/1.htm.

Developments during the year

The committee updated its terms of reference, annual work plan and human resources plan, which were approved by Council.

The Registration Handbook Subcommittee continued its review of the handbook, especially in view of recent changes to *Professional Engineers Act*. These changes expanded the mandate of the Registration Committee to include hearings pursuant to Notice of Proposals from the registrar to revoke or suspend licences of a member.

Three new members (two P.Engs and one AG (LLB) appointee) were approved by PEO Council to join the committee in 2017. In addition, one LGA member was appointed as Council liaison.

Committee activity

The table below shows the committee received three requests for hearings; completed three hearings and issued five written decisions as of December 31, 2017. The number of matters pending is six.

Activity	2016	2017
Requests for hearings	1	3
Pre-hearing conferences held	0	2
Matters pending (caseload)	8	6
Hearings completed	2	3
Written final decisions issued	2	5

Meetings

The Registration Committee as a whole met twice in 2017. David Jacobs, LLB, from Watson Jacobs McCreary LLP, was invited to conduct training sessions at both meetings. The topic of one of his sessions was “Elements of Controlling the Hearing Process.” The October meeting included a presentation on the Human Rights Code and Canadian Charter by Steven Bosnick of Watson, Jacobs and McCreary LLP.

Five members attended external training workshops offered by “SOAR.” The knowledge attained was shared and discussed at a subsequent Registration Committee meeting.

Committee chair: Virendra Sahni, P.Eng.

Regulated Committees

Central Election and Search Committee

(CESC)

The Central Election and Search Committee (CESC) is a committee whose membership and mandate are set out in section 12 of Ontario Regulation 941/90.

The CESC is responsible for encouraging professional engineers to seek nomination for election to Council for the three at-large positions on Council (president-elect, vice president and councillor-at-large) for which all PEO members are eligible to vote. At the close of nominations on December 1, 2017 at 4:00 p.m., there were two nominations received for the position of president-elect, four for vice president, eight for councillor-at-large, three for Eastern Region councillor, four for East Central Region councillor, three for Northern Region councillor, three for West Central Region councillor and three for Western Region councillor.

Under section 12(3) of the regulation, the CESC is also responsible for assisting the Chief Elections Officer as may be required, and for receiving and responding to complaints regarding the procedures for nominating, electing and voting for members to Council in accordance with the regulation.

The duties and responsibilities of the Chief Elections Officer were again outsourced to a third party so as not to place staff in any untenable position during the election period. For the 2017-2018 Council elections, Allison Elliott was appointed by Council to act in this capacity.

The chairs of the Regional Election and Search Committees were invited to attend the CESC meetings and worked well with the committee in coordinating candidate searches and encouraging voter participation. The 2018 Council election had contests for all eight positions compared to two acclamations the previous year. A total of 30 candidates put their names forward for the 2018 elections. The CESC will present an Issues Report to Council at the June 2018 meeting.

Committee membership: Thomas Chong, P.Eng., Chair (Penultimate Past President), George Comrie, P.Eng., (Past President), Bob Dony, P.Eng., (President), Nigel Fung, P.Eng., Juwairia Obaid, P.Eng., and Helen Wojcinski, P.Eng.

Committee chair: Thomas Chong, P.Eng., Chair (Penultimate Past President)

Staff advisor: Scott W. Clark, LLB, Chief Administrative Officer

Staff support: Ralph Martin, Manager, Secretariat; Dale Power, Secretariat Administrator

Mandate

The Consulting Engineer Designation Committee (CEDC) reviews applications for designation or redesignation as a consulting engineer, provides peer review of the candidates with respect to the regulations and makes recommendations to Council with respect to acceptance of the applications. The CEDC also reviews requests for permission to use the phrase “Consulting Engineers” in a company’s corporate name and makes recommendations to Council as to the appropriateness of the usage.

Activity

The committee met four times in 2017. From those meetings, 32 candidates were recommended for designation and 132 candidates were recommended for redesignation.

The committee also recommended that an additional 34 companies be given permission to use “Consulting Engineers” in their title.

The CEDC made a presentation to the September 2017 plenary session of Council to outline its function, activities and qualification of members. The CEDC also outlined its compatibility with the Practice Evaluation and Knowledge (PEAK) program and its intent to seek appropriate recognition in the program for its members.

Committee membership

Eric Nejat, P.Eng., Doug Barker, P.Eng., Denis Dixon, P.Eng., Shawn Gibbons, P.Eng., Rick Patterson, P.Eng., Larry Pond, P.Eng. (retired 2017), Chris Redmond, P.Eng., Steve van der Woerd, P.Eng., Christian Bellini, P.Eng. (Council Liaison), and Bruce Potter, P.Eng. (CEO representative).

Additional members of the regional subcommittees

Levente Diosady, P.Eng., Ross Eddie, P.Eng., Richard Kamo, P.Eng. (new member of main committee 2018), Andrew Lawton, P.Eng., George Matsis, P.Eng., Adrian Pierorazio, P.Eng., Donald Plenderleith, P.Eng., Robert Pula, P.Eng., Andy Robinson, P.Eng., John Rosenthal, P.Eng., and Tom Woolhouse, P.Eng.

Committee chair: Eric Nejat, P.Eng. (Doug Barker, P.Eng., elected Feb. 2018)

Staff advisor: Faris Georgis, P.Eng., Manager, Registration

Appointed Committees

Advisory Committee on Volunteers

(ACV)

Mandate

The mandate of the Advisory Committee on Volunteers (ACV) is to assist and advise committees in fulfilling their operational requirements under the Committees and Task Forces Policy as well as to assist Council by reviewing proposed revisions to committees' and task forces' mandates, terms of reference, work plans and human resources plans.

Annual Committee Chairs Workshop

The ACV facilitated the 9th annual Committee Chairs Workshop, held on November 3, 2017 at the PEO offices, which was attended by 17 councillors, 21 committee representatives and 17 staff. The workshop theme, "Volunteer Committee Challenges and Resolutions," was facilitated by Gregg Brown, MSc, CTDP, PMP, a change management specialist. A high-energy speaker, Gregg shared ways to break out of status quo thinking and discover people-centric approaches that work.

2017 Vital Signs Survey

In early 2017, the ACV coordinated an online survey of PEO committee and task force volunteers. Similar surveys were previously conducted in 2011 and 2013, and were intended to provide the ACV with a means to evaluate the standing of their support of and from PEO volunteers. There were 177 responses to the 2017 survey, which was sent to approximately 420 volunteers serving in various roles on PEO committees, task forces and Council.

The response rate of 36.12 per cent is higher than in 2013 (30.6 per cent) and 2011 (27.5 per cent). The ACV is encouraged to see an increasing number of PEO volunteers consider it important to provide their input to help committees understand volunteer concerns and celebrate successes.

Committee term limits

At the request of the Human Resources Committee, the ACV reviewed an updated terms of reference template specifically in relation to succession planning and term limits for chairs, vice chairs and members. The template was subsequently approved by Council and all committees were directed to update their terms of reference documents to incorporate the term limits requirement. Accordingly, the ACV provided guidance on the term limits to those committees requesting assistance.

Other projects and subcommittee tasks

Many of the committee project tasks are accomplished through various subcommittees. A working group was tasked to review the self-evaluation form in the Committees and Task Forces Policy—Reference Guide. The Succession Planning Subcommittee was formed to identify the committee's volunteer needs and prepare its succession plan.

Committee operations

Each member of the committee has taken on one or more projects that contribute towards the overall program plan of the Advisory Committee. One ACV member is appointed to Government Liaison Committee and two members are appointed to Volunteer Leadership Conference Planning Committee. To accomplish its work, the committee met six times in 2017 (January 12, March 2, May 25, August 10, October 5, and December 7).

Committee membership

Members of the committee were: Chris Kan, P.Eng. (Chair), Sean McCann, P.Eng. (Vice Chair), Christian Bellini, P.Eng. (Council Liaison), Michael Chan, P.Eng., Nick Colucci, P.Eng., Denis Dixon, P.Eng., Márta Ecsedi, P.Eng., Doug Hatfield, P.Eng., Lisa Lovery, P.Eng., and Vic Pakalnis, P.Eng.

Committee advisor: Fern Gonçalves, Director, People Development

Staff support: Viktoria Aleksandrova, Committee Coordinator

Education Committee

(EDU)

Mandate

“Whereas, there has been a recent declining interest among students in STEM-related careers, and whereas, identified root causes for this decline include image of science, perception of careers, curriculum, teacher experience and gender-based perceptions, therefore, the Education Committee (EDU) commits:

- To be a leader and value-added influence in the development of education policy, curriculum, and outreach such that high school graduates will have the necessary knowledge, skill, and motivation to succeed in an engineering program.
- To support PEO’s Envisioned Future (Source: “PEO Envisioned Future”, C-459-6.6, Appendix A, approved by Council Sept. 2009) as it relates to “Public awareness of the role of the Association” (PEA Sect 2 (4)4 – Additional Object).
- To ‘support and encourage public information and interest in the past and present role of professional engineering in society’ in PEA Sect 8(20).”

Key duties and responsibilities

The EDU’s key duties and responsibilities are to support the PEO Envisioned Future and are an important portion of the EDU terms of reference. The EDU addresses science, math and technology literacy and other educational issues of relevance to PEO leading up to (but not including) the university/college educational level. The key duties of the Education Committee are:

- 1.0 **Chapters:** Provide support for PEO chapters to achieve their education outreach goals. The PEO Education Committee plans and helps PEO chapters implement valuable learning activities for aspiring engineers, which aids the long-term health of the profession.
- 2.0 **Equity and diversity:** Ensure that principles of equity and diversity are reflected in key activities (i.e. French translations of booklets and brochures) supported by the committee.
- 3.0 **Guidance to PEO Council** on education-related policy: Research and articulate proposed positions on elementary and secondary school education—mathematics, sciences and technology, in particular—and recommend same to Council. In addition, research and articulate proposed positions on continuing competence training for professional engineers.
- 4.0 **Strategic relationships:** Establish productive relationships with other organizations whose objects are complementary.

5.0 Program development:

- To increase public awareness of the engineering profession by educating Ontarians on the important roles and valuable contributions of professional engineers and of the self-regulating engineering profession in society.
 - One key input to the overall PEO “regulatory” process is elementary and secondary education (with particular emphasis on STEM education in the academic preparation for aspiring engineers).
- To encourage STEM education from an early age as a matter of sound public policy.
 - Elementary and secondary engineering education is very important to PEO in the overall context of public safety and protecting the public interest.
- To encourage and assist young people in making informed career choices related to science, technology and engineering.
 - PEO needs to be certain that there remains a steady flow of talented and skilled individuals into the regulatory framework for engineers in order to keep society safe and as necessary conditions for the continued existence of a self-regulating engineering profession that promotes a viable economy in Ontario.
- To advise government and the public on educational requirements (e.g. curriculum) for the knowledge economy in general and for engineering in particular.

This may include (but is not limited to) the following:

- 5.1 **Reaching out to the public**—Support holding public events that promote awareness of the importance of science, technology, engineering and math education (STEM).
- 5.2 **Reaching out to the teachers**—Support holding information sessions for teachers (as required).
- 5.3 **Hard skills development**—Focus on “thinking skills” and “lifelong learning” as the key essential skills for our future engineers.
- 5.4 **Soft skills development**—Focus on integrity, work ethic, teamwork and accountability as crucial work habits for our future engineers.

Committee operations

As of December 2017, the committee had 10 members, each volunteering to take on one or more projects that contribute toward the overall program plan of the Education Committee. The Council Liaison position was filled by Tomiwa Olukiyesi, P.Eng.

The committee continues to oversee the administration of the widely successful and ever-growing Engineer-in-Residence program through our service provider Engineers Without Borders Canada.

The committee continues to financially support the Engineering Innovations Forum.

The committee held numerous meetings with the Ontario Society of Professional Engineers to finalize a position statement on math education in Ontario. This was finalized in Q4 2017 and is expected to be jointly issued by Q2 2018.

The committee organized and hosted the 2017 Education Conference, which was held on June 9 and 10 at PEO headquarters. The theme of the conference was “The province-wide educational challenge: Taking our great events to the next level.” This successful event was well attended by chapter delegates. The aim was to provide chapters with the resources and information to develop innovative and successful education outreach programs, and to provide funding based on criteria established by the committee. The Education Conference also attempted to lay the groundwork for organizing a successful province-wide challenge in the near future.

The committee provided support for the chapter system as generally requested by Council. The committee also reviewed the need for an ‘Education Forum’ to be hosted by the committee to allow for resource sharing amongst all the chapters. An EDU outreach website was established in 2017 for this requirement.

The committee continues to review the need for new publications/pamphlets that can be distributed at student outreach events to increase interest among students entering the STEM fields.

Finally, committee members through their work, continue to ensure that principles of equity and diversity are reflected in all key activities.

Committee membership

The Education Committee members for 2017 were:

Samer Inchasi, P.Eng., Chair in 2017 (since 2010)
John Hazel, P.Eng., Vice Chair in 2017 (since 2016)
Tomiwa Olukiyesi, P.Eng., Council Liaison
Ravi Peri, P.Eng. (since 2010)
Priscilla Williams, EIT (since 2014)
Karen Cain, P.Eng. (since 2015)
Radomir Grigorov, P.Eng. (since 2015)
Hao Li (since 2015)
Paymon Sani, P.Eng. (since 2016)
Richard Hui, P.Eng. (since 2017)
David Steeves, P.Eng. (since 2017)

The committee met eight times in 2017.

Mandate

The Enforcement Committee was established to advise Council on matters relating to the enforcement of the provisions of the *Professional Engineers Act* dealing with unlicensed and unauthorized practice and illegal use of engineering titles. Its key duties and responsibilities are:

- To prepare and present policy proposals to Council on issues relating to PEO's enforcement activity; and
- To act as an advisory body to the registrar, Council and PEO committees and task forces on policy matters relating to enforcement.

Highlights

The chair of the committee made a presentation to Council in March. This informed Council about the committee's role, and included an overview of its activity since being established in 2000. It is hoped that regular communication with Council will improve its understanding of the committee's role in regulatory compliance.

The committee also updated its terms of reference in accordance with the Council directive for committee term limits. This resulted in three long-serving members stepping down from the committee. The retiring members were all presented with certificates of appreciation for their years of service to the committee. The resulting vacancies were advertised on PEO's volunteer website with the intent of bringing new members onto the committee in the early part of 2018.

The committee met five times in 2017 to conduct its ongoing business, along with meetings of the respective subcommittees assigned to specific work plan items. The specific activities included:

- Reviewed the final draft of a new Enforcement Reporting Guide to be made available to all stakeholders in 2018.
- Discussed options for improving PEO's process to prevent the unauthorized use of engineering terms in business and corporate names. It was concluded the issue be referred to staff to take appropriate action with the Ministry of Government and Consumer Services.
- Formed a new subcommittee to provide guidance on the content and target audience for enforcement outreach activities. The subcommittee chose to look at outreach to students and engineering interns as an initial stakeholder group, and provided input on the key messages to deliver as part of ongoing outreach.
- Formed a new subcommittee to identify potential activities to achieve enhanced enforcement within manufacturing and industry. The subcommittee discussed some suggestions from staff and the possibility of using subscriber lists from technical trade publications to generate enforcement leads.
- Formed a new subcommittee to request a new performance standard for pre-start health and safety reviews. This was based on a recommendation from the Repeal of the Industrial Exception Research Report. The subcommittee reviewed a draft memo to the Professional Standards Committee to propose the need for a standard.
- Formed an ad hoc subcommittee to look at ways to improve the committee's overall effectiveness. The subcommittee considered comments from its self-evaluation for 2016 and feedback from the chair's presentation to PEO Council. The result was a resolution to change the format and frequency of meetings, improve communication with Council and assign work plan items based on their potential to meet PEO's regulatory and operational needs.

- Reviewed proposed updates to PEO’s Enforcement Policy to be submitted to Council for approval.
- Reviewed a proposed monthly enforcement statistics report developed by staff.

The committee’s 2018 work plan will primarily focus on:

- Continuing the ongoing work of the subcommittees for outreach to key stakeholders, the proposed standard for pre-start health and safety reviews, and enforcement in the manufacturing sector; and
- Development and implementation of measurable strategies to “heighten delivery and awareness of PEO’s enforcement efforts” as outlined in PEO’s 2018-2020 Strategic Plan.

Chair: Roger Barker, P.Eng.

Vice chair: Stephen Georgas, P.Eng.

Council liaison: Gary Houghton, P.Eng.

Staff advisor: Cliff Knox, P.Eng., Manager Enforcement, Regulatory Compliance

Equity and Diversity Committee

(EDC)

Mandate

The mandate of the Equity and Diversity Committee (EDC) is to recommend an action plan to integrate equity and diversity values and principles into the general policy and business operations of PEO.

Equity and Diversity Policy

One of the EDC’s roles is to create ways to ensure there is equity and diversity training for PEO members and staff. For the last four years, EDC members have been using a PowerPoint presentation to engage PEO members (Council, committees, task forces and chapters) in considering equity and diversity concerns in their actions and activities. As a result of collaboration with the Advisory Committee on Volunteers (ACV), a committee work plan template integrating equity and diversity issues is being adopted by other PEO committees. A survey of committee chairs to assess the impact and use of this revised work plan template was conducted and, as an outcome, the E&D version became recognized as an official PEO work plan template.

The new policy requiring new volunteers to complete the online Equity & Diversity Awareness module, which was implemented in January 2017, resulted in 98 per cent compliance. Introduced by the EDC in October 2013, the online learning module has been completed by a total of 952 chapter and committee volunteers to-date.

Committee membership: Márta Ecsedi, P.Eng. (Chair), Greg Allen, P.Eng. (Vice Chair), Nima Eslaminasab, P.Eng., Rishi Kumar, P.Eng., Vera Straka, P.Eng., Rakesh Shreewastav, P.Eng., and Bob White, P.Eng.

Committee chair: Márta Ecsedi, P.Eng.

Staff advisor: Fern Gonçalves, Director, People Development

Staff support: Rob Dmochewicz, Recognition Coordinator

Mandate

The Government Liaison Committee (GLC) provides oversight and guidance for the PEO Government Liaison Program (GLP). Key duties and responsibilities are outlined in the terms of reference.

Activities and 2017 highlights

The year was a successful one for PEO's Government Liaison Program (GLP). Efforts to enhance the *Professional Engineers Act* came to fruition in December with the passage of Bill 177, and work began on enhancing the GLP based on the GLP 2.0 Implementation Plan as approved by Council.

The GLP plays an important role in ensuring the voice of the professional engineer related to regulatory issues is heard in government. PEO leadership and GLP representatives regularly meet with MPPs and key ministers, and MPPs regularly attend PEO licence presentation ceremonies, one-on-one meetings and other PEO events, including the joint PEO-OSPE Government Relations Conference and Queen's Park Day.

GLP Implementation Plan 2.0

A major undertaking this year was the development of the GLP 2.0 Implementation Plan, which is based on the recommendations from the GLP audit conducted by third-party consultant Don Dickson of D & B Dickson Management Solutions Inc.

The GLP 2.0 Implementation Plan was presented to and approved by PEO Council. Adjustments to the plan were made after receiving feedback from the Ontario Society of Professional Engineers and Consulting Engineers of Ontario.

More than 40 MPPs celebrated PEO's 95th anniversary

The 11th PEO Queen's Park Day reception was held on October 4 and continued its reputation as being one of the best attended MPP receptions at Queen's Park. The event strengthens relationships between engineers and MPPs and the 2017 reception built on the success of those held in previous years. More than 40 MPPs and almost 200 attendees participated, including Premier Kathleen Wynne, MPP (Don Valley West). This year also marked the celebration of PEO's 95th anniversary.

In his welcome address, PEO President Bob Dony, P.Eng., spoke about the importance of the GLP and chapter involvement in MPP meetings.

Representatives from all three political parties spoke at the event: Attorney General Yasir Naqvi, MPP (Ottawa Centre), addressed participants on behalf of the Liberal caucus; Gila Martow, MPP (Thornhill), spoke on behalf of the PCs; and Gilles Bisson, MPP (Timmins-James Bay), brought greetings from the NDP caucus.

The reception also featured the third Engineering Games competition. Three teams, each consisting of an MPP, an engineering student and a professional engineer, were challenged to build a bridge that could support a predetermined weight using only the simple household materials provided.

The recipients of the 2017 PEO GLP MPP Certificates of Appreciation were MPPs Soo Wong (Liberal), Gila Martow (PC) and Catherine Fife (NDP). Recipients are chosen based on their efforts to raise the profile of professional engineering and for their involvement in local professional engineering activities.

The recipient of the 2017 PEO GLP Chapter Certificate of Appreciation was the York Chapter.

Four informative GLP Academy and Congress training days

Chapter GLP members participated in government relations training and shared best practices on how to engage with MPPs at four regional GLP Academy and Congress events across Ontario.

Members gathered from the Northern Region in Thunder Bay on April 23, the Eastern Region in Ottawa on June 10, the Western Region in Goderich on October 20, and the East Central and West Central regions in Toronto on December 2.

All three political parties were represented over the course of the sessions. Guest speakers included:

- Attorney General and Government House Leader Yasir Naqvi, MPP (Ottawa Centre), Liberal;
- Soo Wong, MPP (Scarborough-Agincourt), Liberal;
- Gila Martow, MPP (Thornhill), PC;
- Lisa Thompson, MPP (Huron-Bruce), PC; and
- Jennifer French, MPP (Oshawa), NDP.

Agendas at these events included an overview of the GLP, new political fundraising rules, the Practice Evaluation and Knowledge program, election boundary changes, a written communications workshop, training for MPP engagement and instruction on how to maximize the value of GLP events.

PEO hosts seven Take Your MPP to Work Days

Introduced in 2013, the Take Your MPP to Work Day program continues to generate a lot of interest amongst MPPs. Under the program, PEO chapters invite local MPPs to visit engineering companies in their local communities. Through facility tours and discussions, the MPP learns more about the work of professional engineers and PEO's role as a regulator. Chapters hosted seven events in 2017:

February 3—John Fraser, MPP (Ottawa South), Parliamentary Secretary to the Minister of Health and Long-Term Care visited, the Chaudière Falls Expansion Site with the Ottawa Chapter.

February 5—Lisa Thompson, MPP (Huron-Bruce), PC Critic for International Trade, Indigenous Relations and Reconciliation, visited Price Schonstrom Inc. in Walkerton with the Georgian Bay Chapter.

April 19—Soo Wong, MPP (Scarborough-Agincourt) and Parliamentary Assistant to the Minister of Community Safety and Correctional Services, visited Bell Canada with the Scarborough Chapter.

July 28—Lisa Thompson, MPP (Huron-Bruce), made her second visit of the year with the Georgian Bay Chapter, this time to Greenfield Global in Tiverton.

August 9—John Yakabuski, MPP (Renfrew-Nipissing-Pembroke), PC Critic for Labour and Training, visited CNL Engineering at the JL Grey Centre in Deep River.

November 9—Labour Minister Kevin Flynn, MPP (Oakville), participated in his third Take Your MPP to Work Day. He visited Promotion with members of the Oakville and Hamilton-Burlington chapters.

November 17—Housing Minister Peter Milczyn, MPP (Etobicoke-Lakeshore), visited Star Navigation with members of the Kingsway and Mississauga chapters.

Committee meetings

To accomplish its work, the committee met 10 times during 2017 (face to face: January 17, March 21, May 16, September 19, December 12; via teleconference: February 21, April 18, June 20, October 17, November 21).

Committee membership

Chair: Darla Campbell, P.Eng., active in a riding association

Vice Chair: Gabe Tse, P.Eng., Chapter GLP Chair

Council Liaison: Warren Turnbull, P.Eng., PEO Councillor, Regional Councillors Committee

Members: Nick Colucci, P.Eng., Advisory Committee on Volunteers

Daniel Liao, P.Eng., Chapter GLP Chair

Rakesh Shreewastav, P.Eng., Engineers Canada's Bridging Government and Engineers

Jeremy Carkner, P.Eng., Consulting Engineers of Ontario (CEO)

Tim Kirkby, P.Eng., PEO LGA Councillor

Jim Chisholm, P.Eng., Ontario Society of Professional Engineers (OSPE) to September 2017 (vacant to December 2017)

Daniel King, EIT, EIT representative

Angel Serah, Student representative

Ex-officio: George Comrie, P.Eng. (President until April 2017)

Bob Dony, P.Eng. (President from April 2017)

Gerard McDonald, P.Eng., Registrar

Howard Brown, PEO Government Relations Consultant, Brown & Cohen

Advisor: Jeannette Chau, P.Eng., PEO Manager, Government Liaison Programs

2018 membership

The following is the Council-approved GLC roster for 2018: Warren Turnbull, P.Eng. (Chair), Gabe Tse, P.Eng. (Vice Chair), Warren Turnbull, P.Eng. (Council Liaison), Nick Colucci, P.Eng., Rakesh Shreewastav, P.Eng., [OSPE vacant], Jeremy Carkner, P.Eng., Angel Serah, and Daniel King, EIT. Ex-officio: Bob Dony, P.Eng. (to April 2018); Dave Brown, P.Eng. (incoming President effective April 2018); Interim Registrar Johnny Zuccon, P.Eng.; Howard Brown; and Jeannette Chau, P.Eng. (staff advisor).

Committee chair: Darla Campbell, P.Eng.

Staff advisor: Jeannette Chau, P.Eng.

The mandate of the Awards Committee (AWC) is to coordinate, manage, promote and monitor the Professional Engineers Ontario (PEO) Ontario Professional Engineers Awards (OPEA) program, the Order of Honour (OH) program, and external honours activities to support achievement of one of the objects of the act, which states, "Promote awareness of the profession's contribution to society and the role of the association."

Internal honours

Order of Honour Ceremony, 2017

The following 10 exceptional professional engineers were selected and recommended by the AWC, and approved without modification by Council for investiture into the Order of Honour on Friday, April 21, 2017. The Order of Honour ceremony was held during PEO's Annual General Meeting weekend at the Valhalla Inn Hotel, Thunder Bay.

Companion: Denis Dixon, P.Eng. FEC and Catherine Karakatsanis, P.Eng., FEC, FCAE.

Member: Stephen Favell, P.Eng., FEC, David Grant, P.Eng., FEC, Mohinder Singh Grover, PhD, P.Eng., FEC, Douglas Luckett, P.Eng., FEC, Gregory Robert Merrill, P.Eng., FEC, Thamir (Tom) Murad, PhD, P.Eng., FEC, Julien Gilbert Samson, P.Eng., FEC, and Andrea Winter, P.Eng., FEC.

Ontario Professional Engineers Awards (OPEA), 2017

The OPEA are jointly awarded by PEO and the Ontario Society of Professional Engineers (OSPE). From the 39 nominations received by the deadline date, the following exceptional professional engineers and project were selected and recommended by the AWC, and approved without modification by Council and the OSPE Board. The OPEA gala was held on Saturday, November 18, 2017 at the Toronto Congress Centre.

Gold Medal: Catherine Karakatsanis, P.Eng., FEC, FCAE

Engineering Medal: Jan Andrysek, PhD, P.Eng., Endre (Andrew) Bakos, P.Eng., C.E.T., PMP, Samantha Jane Espley, MAsc., P.Eng., FCAE, Maximilian Albert Thomas Mantha, MBA, P.Eng., J. Paul Santerre, PhD, P.Eng., FBSE, FAIMBE, FAAAS, FCAHS, Craig Alexander Simmons, PhD, P.Eng., FCSME, and Nicholas Stark, P.Eng., CED, LEED AP, ICD.D

Citizenship Awards: Margaret Kende, P.Eng. and Benny Pang, P.Eng.

Engineering Project

or Achievement: Dual Education Program (Siemens Canada)

G. Gordon M. Sterling Engineering Intern Award, 2017

This award recognizes exemplary leadership by a PEO applicant currently enrolled in the association's Engineering Intern program and is named for G. Gordon M. Sterling, P.Eng. (deceased) who was a past president of PEO, a Companion of the Order of Honour and a long-time volunteer. From the six self-nominations received, the Sterling Subcommittee selected Lorena Tere, EIT and Rana Tehrani Yekta, EIT, who were subsequently recommended by the AWC and

approved by Council. The awards were presented during the Order of Honour ceremony held on April 21, 2017 during PEO's Annual General Meeting weekend.

External honours

Engineering Fellowship Award (FEC), 2017

Engineers Canada recognized 27 Ontario volunteers who were recommended by PEO for having completed 10 years of noteworthy volunteer service to the engineering profession as well as four non-volunteers who were recipients of Engineers Canada awards. Engineers upon whom this honour is bestowed are awarded the privilege of using the designation "Fellow of Engineers Canada" or FEC.

Ontario Volunteer Service Awards

In 2017, 170 successful nominations were submitted for the Ontario Volunteer Service Awards, representing 31 PEO chapters and 19 PEO Council/committee/task forces.

The Leading Women, Building Communities Award

The Ontario Women's Directorate recognized three female engineers in 2017 for their leadership and promotion of women in engineering. The nominations were submitted jointly through PEO's External Honours Subcommittee and OSPE's Women in Engineering Advocacy Committee (WEAC).

Committee activity

This year marked the 70th (platinum) anniversary of the OPEA program as well as the 150th anniversary of the Confederation of Canada. As a tribute to engineering achievements over the past 70 years, an additional vignette was produced and shared at the awards gala.

The AWC also introduced various process improvements. The OPEA nomination process was streamlined and new and improved nomination forms for each OPEA category were launched. The Awards Committee communications plans for each award program—OH, Sterling Award and OPEA—were also updated to increase the activities and efforts to promote and broaden awareness of PEO's awards programs. An online OPEA gala feedback survey was also introduced to assist in improving future events.

The committee would like to recognize the significant support from PEO staff and their efforts to complete these initiatives.

Committee membership: John Severino, P.Eng. (Chair); Nancy E. Hill, P.Eng. (Past Chair); Michael A. Ball, P.Eng.; Ron Clifton, P.Eng. (appointed by OSPE); G. Ross Gillett, P.Eng.; Lola Mireya Hidalgo (Council Liaison); Kiran Hirpara, P.Eng., PMP; Argyrios (Gerry) Margaritis, P.Eng.; Clare Morris, P.Eng. (appointed by OSPE); Stephen Tsui, P.Eng.; and Helen Wojcinski, P.Eng.

Committee chair: John Severino, P.Eng.

Staff advisor: Fern Gonçalves, Director People Development

Staff support: Rob Dmochewicz, Recognition Coordinator

The Professional Standards Committee (PSC) met 10 times in 2017. Currently, the committee has 11 members.

Practice guidelines and performance standards

Structural Condition Assessments of Existing Buildings and Designated Structures—The subcommittee is waiting for the changes to the associated *Building Code Act* regulations, which spell out the details of how mandatory assessments are conducted, to be made available before finalizing the performance standard for Council approval.

Performance Audits and Reserve Fund Studies in Condominiums Guideline—The subcommittee is waiting for the changes to the associated *Condominium Act* regulations, which spell out the details of how performance audits and reserve fund studies are conducted, to be made available before finalizing the guideline for Council approval.

Record Documents (formerly Review of Completed Works) Guideline—The subcommittee is finalizing this guideline for Council approval.

Solid Waste Management—Council approved this guideline in February 2017.

Environmental Site Assessment, Remediation and Management—The subcommittee is finalizing this guideline for PSC approval.

Providing Reports on Mineral Projects—The subcommittee is finalizing this guideline for PSC approval.

Coordinating Licensed Professional—The subcommittee is finalizing this guideline for PSC approval.

Emission Summary and Dispersion Model (ESDM) and Acoustic Assessment Reports (AAR)—The subcommittee is finalizing this guideline for PSC approval.

Design Evaluations of Demountable Event Structures—The subcommittee is finalizing this guideline for public consultation.

Use of Seal—Council approved forming a subcommittee to develop this guideline and performance standard in September 2017.

Committee chair: Fanny Wong, P.Eng.

Staff advisor: José Vera, P.Eng., Manager, Standards and Practice

Task Forces

Emerging Disciplines Task Force

(EDTF)

In March 2008, PEO Council passed a resolution to establish an Emerging Disciplines Task Force (EDTF) with two sub-groups to examine (i) nanotechnology and molecular engineering (NME) and communications infrastructure and networking engineering (originally CIN, later changed to CIE) to identify issues associated with regulating the practice of professional engineering in these new areas. Their Phase 1 reports to establish their respective Core Body of Knowledge and Scope of Practice were presented to Council in April (NME) and September (CIE) 2010.

The NME Group had finalized its Phase 2 report and submitted it to Council in November 2013. The CIE Group had submitted its Phase 2 Executive Summary and recommendations to Council also in November 2013. Council directed that stakeholder consultations for both reports take place over the next six months and report back to it. Comments were received in 2014 from PEO's Academic Requirements, Experience Requirements, Professional Standards, Enforcement and Legislation committees.

Our NME has progressed as hoped in that our first graduates from a Canadian Engineering Accreditation Board-approved program are now obtaining their experience and qualifying to become P.Engs. In this discipline, we do not have the same academic issues as with CIE given the pre-approved program of academics. As well, many current practitioners in this field are likely to have PhD experience in the workplace that can be close enough to existing disciplines (e.g. chemical) and have worked with existing P.Engs, so they can get through our PEO requirements. To date, we have received 74 P.Eng. applications from graduates of the University of Waterloo's nanotechnology program: nine of whom are fully licensed, 44 of whom are in the process of licensure and the files for 21 of these applicants were closed for not pursuing licensure (did not write the PPE or did not provide requested documents). Even so, the fundamentals beyond entry of the first cohort remain the same as in CIE.

We will need peers in NME to help with future assessments of new applicants, and we will need a discipline specific committee of these engineers to advise Council on the legislations that need enhancing to ensure the public is served and protected in these practices.

A potential issue for these graduates revolves around job prospects. It is likely that this discipline is so advanced that very few Canadian companies can make use of this talent. It is perhaps a good example of where the profession needs government assistance to fund leading edge R&D. As well, here is another opportunity for Canada to take world leadership driven by Canadian engineering.

The dual degree programs (BASc + MBA) that some faculties of engineering have introduced may be another enhancement for the NME programs. The profession will need to create the entrepreneurs of the future that lead to the new companies that will drive the Canadian economy.

We know the issues. Now what can the profession do about them?

In the CIE area, the EDTF initiated outreach activities with Bell Canada in 2015, which have continued. These activities have led to interest in PEO licences and limited licences from 43 Bell Canada staff working in this area and have contributed to Bell Canada corporate support for

licensing and credentialing for the next few years. The first P.Eng. licence in CIE was granted to Daksha Bhasker on May 12, 2017. In another effort to reach out to P.Engs currently practising in the CIE field, the CIE Group also received 120 positive responses to its call for a CIE Consultation Group to review the draft CIE scope of practice and to advise PEO on outreach and implementation issues. A series of discussions were conducted in four critical infrastructure sectors (communications/technology, energy/utilities, government and water). The comments will be considered as the CIE Group finalizes its Phase 2 Report to Council early in 2018.

PEO's work in establishing a new discipline of practice is not complete until such new practices have a proper 'licence'. This means that PEO's blessings are required to practice in the new field.

A licence is, by definition, an exclusive right to practise an occupation. PEO's core mandate informs us that we are to govern and licence the practice of engineering in order that the public interest is served and protected. Without a proper licence, PEO cannot execute its primary mandate.

Both CIE and NME are heading towards the establishment of proper and full licences. These practices will require mandatory membership in PEO just like other engineering practices that require the P.Eng. or LEL to do the work PEO has defined and governs.

Task force chair: Peter DeVita, P.Eng.
Argyrios Margaritis, P.Eng. (Chair, EDTF-NME Group)
George Comrie, P.Eng. (Chair, EDTF-CIE Group)

National Framework Task Force

(NFTF)

The NFTF was formed by Council in May 2009 "to explore, under the auspices of Engineers Canada, a national framework for licensure". In late 2014, Engineers Canada reconstituted the Canadian Framework for Licensure as the aspirational, non-licensing specific "Framework for Regulation", and in June 2016, Engineers Canada requested feedback on 13 additional elements. In July 2016, PEO's Executive Committee agreed that the National Framework Task Force (NFTF), chaired by Diane Freeman, was the best vehicle to provide comment on the 13 new elements on PEO's behalf.

The task force met three times between October 2016 and February 2017 to assist PEO Council with providing input to the 13 consultation documents issued in draft by Engineers Canada's Framework for Regulation group. Engineers Canada also posted four more elements in October 2016. The task force's recommendations were presented to and approved by Council in March 2017, and subsequently forwarded to Engineers Canada.

In November 2017, Engineers Canada made several changes to the Framework for Regulation program. They will not be researching new elements to include, and will depend on regulatory staff and Officials Groups (groups consisting of officials from the provincial engineering regulators with similar functions) to introduce issues that require new elements. Second, they no longer require member organizations to endorse and implement new elements, as elements are now meant to "promote discussion and consideration of key regulatory issues and serve as an information resource" rather than be implemented as policy themselves.

Based on this information, the task force chair proposed to Council that the task force be stood down. At the February 2018 Council meeting, Council voted to stand down the National Framework Task Force, with thanks.

Committee chair: Diane Freeman, P.Eng.

Committee advisor: Johnny Zuccon, P.Eng., Deputy Registrar, Tribunals and Regulatory Affairs

Public Information Campaign Task Force

(PICTF)

In September 2016, PEO Council directed the registrar to develop terms of reference and proposed members for a task force to investigate initiating a marketing campaign related to protecting and expanding licence holders' rights to practise. This directive evolved from discussions at Council's June 2016 workshop.

In February 2017, Council approved the terms of reference and proposed nominees for the task force.

The mandate of the task force is "To examine a potential public information campaign based on a value proposition of professional engineering that promotes public awareness of the role of PEO."

The key duties and responsibilities of the task force were outlined in the terms of reference and include:

- 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.
- Provide a report to Council no later than at its April 2018 meeting, with campaign concepts and options, including:
 - proposed messaging;
 - key audiences;
 - communications channels;
 - costs and other required resources;
 - measurables; and
 - suggested course of action.
- Circulate the draft report to the EXE for peer review prior to submission to Council.

The task force held its first meeting on April 5, 2017 and has subsequently held 7 meetings, both teleconference and face-to-face, as of January 2018.

To begin, the task force developed a work plan and a request for proposal (RFP) to engage strategic communications expertise for the development of a variety of potential marketing campaigns to enhance PEO's public image and communicate how the public interest is protected by the regulator of engineering in Ontario. The RFP was issued in May.

In June, the task force reviewed the 10 proposals received in response to the RFP and narrowed the list of candidates to three. A formal interview process with these selected candidates was conducted at PEO headquarters. An evaluation process followed during which task force members considered each agency's success in implementing province-wide campaigns, overall track record, experience working with volunteers, knowledge of the profession and cost of proposal. Ultimately, Premise Design Communications was selected as the successful candidate.

With guidance from Premise, the task force then moved into the discovery phase of the project, which included interviews with executives and stakeholder focus groups to explore the key messaging that differentiate the qualities of P.Eng. licence holders and PEO.

In August, Premise conducted one-hour telephone interviews with 20 external stakeholders who represented a cross section of the engineering community, including: students; unlicensed engineering graduates; firms that hire engineers; employers of engineers; engineers; and regulators. Several interviews with internal executives were conducted as well.

Premise also led six, two-hour focus groups at PEO headquarters. The groups included representation from: engineering students; engineering interns; engineers with five or more years of experience who are not in supervisory roles; engineers in mid-management roles; and engineers in supervisory roles. Approximately 50 participants attended the sessions—in-person or via video conference—and care was taken to ensure participant diversity (gender, culture, geographic location, engineering discipline).

Based on the findings of these consultations, several positioning platforms and key messages were developed.

In October, Premise reviewed its discovery report of the project's first phase of research at the Executive Committee (EXE) meeting. The EXE agreed with the recommendation by Premise and the task force that employers of engineers, PEO licence holders and engineering graduates should be the target audience in the first phase of a proposed campaign.

Opinion polling of professional engineers, business executives and the public was then conducted through three surveys by Premise from late November to early December to test three alternative approaches to communicating the value proposition of licence holders. Based on the survey findings, creative concept development and message strategy is now being prepared that includes key recommendations on how to position PEO's goals and change initiatives, and which key messages are most persuasive with the range of key audiences.

The task force is scheduled to provide its final report to Council at its April 2018 meeting.

Task Force Membership

Marilyn Spink, P.Eng. (chair), Karen Chan (vice chair), LGA Councillor Tim Kirkby, P.Eng., Valerie Davidson, P.Eng., Sean Ferenci, P.Eng., Roger Jones, P.Eng., and Nancy Schepers, P.Eng.

Task force chair: Marilyn Spink, P.Eng.

Staff advisor: David Smith, Director, Communications

Notes

Mission

Regulate and advance the practice of engineering to protect the public interest

Vision

The trusted leader in professional self-regulation

PEO Core Values

Accountability

Respect

Integrity

Professionalism

Teamwork



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