



Minutes

The 530th MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was held at PEO Offices, 40 Sheppard Avenue West, Toronto, Ontario on Friday, November 15, 2019 at 9:00 a.m.

- Present:
- N. Hill, P.Eng., President and Council Chair
 - D. Brown, P.Eng., Past President
 - M. Sterling, P.Eng., President-elect
 - C. Bellini, P.Eng., Vice-President (Elected)
 - T. Olukiyesi, P.Eng., Vice-President (Appointed)
 - A. Arenja, P.Eng., Lieutenant Governor-In-Council Appointee
 - S. Ausma, P.Eng., Councillor at Large
 - G. Boone, P.Eng., Eastern Regional Councillor
 - L. Cutler, P.Eng., Lieutenant Governor-In-Council Appointee [recused for minute 12185 e]
 - G. Houghton, P.Eng., Western Regional Councillor
 - Q. C. Jackson, Barrister & Solicitor, Lieutenant Governor-In-Council Appointee
 - W. Kershaw, P.Eng., Western Regional Councillor
 - L. MacCumber, P.Eng., West Central Regional Councillor
 - L. Notash, P.Eng., Councillor at Large
 - N. Rush, C.E.T., Lieutenant Governor-In-Council Appointee [minutes 12184 to 12204 only]
 - A. Sinclair, P.Eng., East Central Regional Councillor
 - M. Spink, P.Eng., Lieutenant Governor-In-Council Appointee [recused for minute 12185 e]
 - R. Subramanian, P.Eng., Northern Regional Councillor
 - S. Sung, Lieutenant Governor-In-Council Appointee
 - K. Torabi, P.Eng., East Central Regional Councillor [via teleconference]
 - W. Turnbull, P.Eng., Western Regional Councillor
 - R. Walker, P.Eng., Eastern Regional Councillor
 - G. P. Wowchuk, P.Eng., Councillor at Large
- Regrets:
- V. Banday, P.Eng., Lieutenant Governor-In-Council Appointee
 - S. Robert, P.Eng., Northern Regional Councillor
- Staff:
- J. Zuccon, P.Eng., CEO/Registrar
 - L. Latham, P.Eng., Deputy Registrar, Regulatory Compliance [excluding minute 12185 a) to c)]
 - D. Smith, Director, Communications [excluding minute 12185 a) to c)]
 - M. Wehrle, Director, Information Technology [excluding minute 12185 a) to c)]
 - D. Abrahams, General Counsel [excluding minute 12185 c)]
 - B. Ennis, P.Eng., Director, Policy and Professional Affairs [excluding minute 12185 a) to c)]
 - J. Chau, P.Eng., Manager, Government Liaison Programs [excluding minute 12185]
 - J. Max, Manager, Policy [excluding minute 12185]
 - C. Knox, P.Eng., Manager, Enforcement, Regulatory Compliance [minutes 12184 to 12204, excluding 12185]
 - K. Slack, P.Eng., Manager, Complaints and Investigations [minutes 12184 to 12211, excluding 12185]
 - R. Martin, Manager, Secretariat [excluding minute 12185 a) to c)]
 - D. Power, Secretariat Administrator [excluding minute 12185 a) to c)]
 - E. Chor, Research Analyst, Secretariat [excluding minute 12185 a) to c)]

B. St. Jean, Senior Executive Assistant [excluding minute 12185 a) to c)]

Guests:

- A. Bergeron, PEO Director, Engineers Canada [minutes 12184 to 12211 only, excluding 12185]
- H. Brown, Brown & Cohen [minutes 12184 to 12211 only, excluding 12185]
- D. Chui, P.Eng., PEO Director, Engineers Canada [minutes 12184 to 12211 only, excluding 12185]
- K. Reid, P.Eng., PEO Director, Engineers Canada [minutes 12184 to 12211 only, excluding 12185]
- C. Sadr, P. Eng., PEO Director, Engineers Canada [minutes 12184 to 12211 only, excluding 12185]
- D. L. Brown, Governance Solutions Inc.
- D. A. Brown, Governance Solutions Inc.
- L. Lukinuk, Governance Solutions Inc.
- T. Tariq, Office of the Fairness Commissioner [minutes 12184 to 12211 only, excluding 12185]

On Thursday evening, Council received a presentation from David Brown, Governance Solutions Inc.

Council convened at 9:00 a.m. on Friday, November 15, 2019.

CALL TO ORDER

Notice having been given and a quorum being present, the Chair called the meeting to order at 9:00 a.m.

Council observed a minute of silence to remember Matthew Ng, former Manager, Chapters, who recently passed away.

12184 APPROVAL OF AGENDA

The Chair removed item “2.6 Acknowledgement of Europeans’ contribution to Ontario today” from the agenda under Rule 10.2 for the same reasons as stated at the September 20th Council meeting. The Chair added that whilst she recognized that there was a minor change to the motion, the spirit of the motion was the same in that it does not advance the public interest. The motion does not respect the multicultural community of Ontario generally and the engineering community specifically.

Moved by President-elect Sterling, seconded by Past President Brown:

That:

the agenda, as presented to the meeting at C-530-1.1, Appendix A be approved as amended; and

The Chair be authorized to suspend the regular order of business.

CARRIED

Moved by Councillor Notash, seconded by Councillor Turnbull:

That Council move in-camera.

CARRIED

12185 IN-CAMERA SESSION

While in-camera Council:

- a. received an HRC Report
- b. discussed PEO’s Anti-Workplace Harassment and Violence Policy

President Hill provided a summary of her recent activities on behalf of PEO.

**12186
ACTION PLAN UPDATE**

CEO/Registrar Zuccon provided an update on the progress of the Action Plan that was a result of the operational review on PEO's regulatory performance. He noted that in addition to this, PEO is currently involved with an organization review as well as enhanced governance.

**12187
ACTIVITY FILTER**

General Counsel Dan Abrahams presented the proposed Activity Filter which included examples of activities and what category these activities would fall into (regulatory, governance or neither.) The filtering process was explained. There will be three steps to the filtering process which are:

- Step 1 – What we do: activities and outputs
- Step 2 – Why we do it: determining the legal basis for the activity
- Step 3 – Is it regulatory, governance or neither

Staff will identify key high-level activities to determine if they are required or permitted under PEO's legislative framework, or either required or permitted as part of some other legal requirement. Once the legal basis for an activity is established, and once its core outputs are identified, the next step is for staff to characterize the activity as regulatory, related to governance or neither.

PEO is a creature of statute and is permitted to do whatever the statute and regulations, or other statutes or common law, allow. PEO performs a number of activities:

- Some relate to professional regulation
- Some relate to board governance; and
- Some relate to neither, but are permitted nonetheless.

Moved by Past President Brown, seconded by Councillor Jackson Kouakou:

That Council approves the activity filter as presented to the meeting at C-530-2.2, Appendix A, to assess the purpose of the activities of all PEO committees, chapters, subcommittees and working groups and determine which are regulatory, which are related to governance and which are neither.

CARRIED UNANIMOUSLY

**12188
2020 OPERATING BUDGET**

The Finance Committee completed its second review of the draft 2020 operating and capital budgets ("2020 budgets") on October 16, 2019 and recommended that these be presented to Council for approval.

On Oct 30, in a conference call with the President, CEO/Registrar, the

Chairs of the Finance and Audit Committees; and the Director of Finance, a decision was taken to restate the 2020 draft budgets with the cuts that were approved by Council for the 2019 budget. The rationale for this is that the spend for these activities can be put on hold until these have been passed through the activity filter, after which time both staff and Council would be in a better position to assess which of these activities are regulatory, non-regulatory, etc. and whether these need to be included as part of the core operating budget. It is expected that this exercise will be completed by no later than March 2020 at which time additional changes, if any, to the 2020 budget may be made.

The key highlights of the 2020 draft operating budget are summarized below and compared to the 2019 forecast. Total revenues in 2020 are budgeted at \$31.4m and total expenses are budgeted at \$28.8m resulting in an excess of revenues over expenses of \$2.6m. After expenses of \$170k on non-core operations, the excess of revenues over expenses is expected to be \$2.5m.

Revenue

The 2020 budgeted revenue is expected to be \$31.4m representing an increase of \$3.3m or 12% over the 2019 forecasted revenue. This is largely due to the fee increase in membership, application and other fees that came into effect on May 1, 2019 and is comprised of:

- An increase of \$2m or 11.2% in P.Eng. revenues;
- An increase of \$939k or 11.7% in application, registration, exam and other revenues;
- An increase of \$376k or 18.4 % in 40 Sheppard revenues due to the expected leasing of vacant space on the 4th, 5th and 8th floors in 2020.

Expenses

The 2020 budgeted expenses for core operations are planned to be \$28.8m, which represents an increase of \$2.1m or 8% over 2019 forecasted expenses. This is largely due to:

- An increase in employee salaries and benefits; and retiree and staff future benefits of \$1.2m over the 2019 forecast due to a 3.5% increase in staff salary for merit increases / CPI adjustments and pension top-up contributions.
- An increase of \$513k for additional Contract staff across various departments in 2020.
- An increase of \$170k in Purchased Services largely due to higher costs for event meals and related expenses for the AGM, the OOH and VLC which are to be held in Ottawa in 2020; videos for OPEA; higher costs for scanning licensing records, etc.
- An increase of \$128k in Legal expenses largely due to higher costs for various legal matters and discipline prosecution.
- An increase of \$120k in Volunteer Business Expenses due to higher costs for meals, mileage, accommodation and travel related expenses for attending various events, committee

meetings and conferences.

- An increase in costs for Computers and telephone of \$112k due to higher expenses for support contracts for various IT infrastructure services and for leasing IT equipment.

The above are partially offset by:

- Reduction of \$435k in 40 Sheppard Expenses in 2020 due a one-time write-off of tenant inducements and leasing commissions in 2019 on account of a tenant terminating a lease.
- Reduction of \$77k in Amortization largely due to fewer capital projects in 2020 and the full amortization of some old equipment.

Councillor Notash referred to C-530-2.3, Appendix C, University Sponsorships noting that the comment column should read “Cuts included in 2020 budget, not 202”

Moved by Councillor Cutler, seconded by Councillor Spink:

That Council approve the draft 2020 operating budget reviewed by the Finance Committee and as presented to the meeting at C-530-2.3 Appendix A.

Moved by Councillor Kershaw, seconded by Councillor Boone:

That the 2020 draft operating budget be amended to restore the Education Committee at a budget allotment similar to the 2019 budget allotment of \$28,500.

**DEFEATED
Recorded Vote**

<u>For</u>	<u>Against</u>	<u>Abstained</u>
A. Arenja	S. Ausma	L. Notash
G. Boone	C. Bellini	R. Subramanian
W. Kershaw	D. Brown	K. Torabi
M. Sterling	L. Cutler	G. Wowchuk
W. Turnbull	G. Houghton	
R. Walker	Q. Jackson	
	L. MacCumber	
	T. Olukiyesi	
	A. Sinclair	
	M. Spink	
	S. Sung	

Moved by Past President Brown, seconded by Councillor MacCumber:

That the vote to approve the draft 2020 operating budget be called.

DEFEATED

Moved by Councillor Turnbull, seconded by Councillor Arenja:

That the 2020 draft operating budget be amended to restore Queen's Park Day at a budget allotment similar to the 2019 budget allotment of \$35,000.

DEFEATED

Council then voted on the original motion.

That Council approve the draft 2020 operating budget reviewed by the Finance Committee and as presented to the meeting at C-530-2.3 Appendix A.

CARRIED

**12189
2020 CAPITAL BUDGET**

The highlights of the 2020 capital budget are noted below.

The key highlights of the 2020 draft capital budget are summarized below. The total capital budget for 2020 is \$841m and is comprised of the following parts:

- i. Capital improvements to 40 Sheppard - \$771k
- ii. Information Technology - \$50k; and
- iii. Facilities - \$20k

i. Capital improvements to 40 Sheppard

A total amount of \$570k has been budgeted for leasehold improvements (or inducements). Leasehold inducements are incentives by way of cost for renovations that are provided to potential tenants for signing leases for the vacant space on the 4th, 5th and 8th floors.

An amount \$201k has been budgeted for capital improvements that are part of Common Area Maintenance (CAM) costs which are recoverable from tenants and recommended by BGIS, PEO's property manager. These planned improvements in 2020 include:

- \$66k for replacing defective exterior windows;
- \$33k for fire system updates and repairs;
- \$30k for structural study for main building roof;
- \$22k for heat pump replacement; etc.

ii. Information Technology Services (ITS)

Significant IT projects planned for 2020 include:

- \$50k for the upgrade of PEO's web portal

iii. Facilities

The expenditures for 2020 are:

- \$20k for replacing old office furniture

Moved by Councillor Cutler, seconded by Councillor Walker:

That Council approve the draft 2020 capital budget reviewed by the Finance Committee and presented to the meeting as C-530-2.4 Appendix A.

CARRIED

**12190
IMPLEMENTATION OF
RECOMMENDATIONS FROM THE
CORONER'S INQUEST INTO THE DEATH OF
SCOTT JOHNSON**

On April 26, 2019 the Coroner's Office released recommendations arising from the inquest into the death of Scott Johnson (Radiohead stage collapse at Downsview Park). The jury directed 21 recommendations regarding engineering practice to Professional Engineers Ontario.

Council considered the plan for implementing these recommendations at its June 21, 2019 meeting and approved the following motion:

That Council direct the Registrar to carry out the work outlined in the Implementation Plan in Appendix A and provide these policy analyses to Council at its November meeting for consideration and decision.

Many of these recommendations have already been incorporated into the guideline *Design Evaluation and Field Review of Demountable Event and Related Structures* that was included for Council approval in the November 15, 2019 agenda package. These were identified in the updated implementation plan provided to Council.

Of the 21 recommendations, four require policy analysis. However, one of these – the recommendation regarding mandatory continuing professional development for all licensed engineering practitioners – is essentially identical with an issue being investigated as part of the Action Plan dealing with the recommendations from the External Regulatory Review. Consequently, no policy analysis has been prepared for this recommendation. A second recommendation dealing with the creation of professional standards requires the development of preliminary regulatory impact assessments (PRIAs). As the PSC has not yet decided that professional standards are needed, no PRIAs have been prepared. These assessments will be prepared when draft standards are available.

Policy analyses for the other two recommendations were prepared and provided to Council.

Staff recommended that Council not proceed with the creation of a specialist category for licensed engineering practitioners as implied by Recommendation 14. The policy analysis supporting this staff recommendation was provided.

Staff recommended that Council approve the proposal to require annual reporting by all licensed engineering practitioners of information

regarding their current practice status, area of engineering practice, and other relevant information as described in the policy analysis.

Moved by Councillor MacCumber, seconded by President-elect Sterling:

That Council accept the recommendation not to proceed with creating a specialist designation for professional engineers designing and inspecting demountable event structures as presented in the policy analysis C-530-2.5, Appendix B.

CARRIED

Moved by Councillor MacCumber, seconded by Councillor Spink:

That Council approve the proposal to require annual reporting by all licensed engineering practitioners of information regarding their current practice status, area of engineering practice, and other relevant information as described in the policy analysis in C-530-2.5, Appendix C and direct the Registrar to amend the Professional Engineers Act and take other actions to make this possible.

CARRIED

**12191
MEMBERSHIP REFERENDUM ON “PEAK”**

The Chair ruled the proposed motion regarding membership referendum on “PEAK” out of order because it was the same motion that was presented to Council at the September 20, 2019 Council meeting for which there was an objection to the consideration of the motion that was upheld by a two-thirds majority vote.

**12192
CONSENT AGENDA**

Moved by Councillor Walker, seconded by Councillor MacCumber:

That the consent agenda be approved as presented with the exception of 3.3 Changes to the 2019 PEO Committees and Task Forces Membership Roster and 3.4 2020 Committees and Task Forces Membership Roster which were discussed and voted on separately.

The following items were approved as part of the consent agenda:

- 3.1 Minutes – 529th Council Meeting – September 19-20, 2019
- 3.2 Approval of CEDC Applications
- 3.5 2020 Work and Human Resources Plans
- 3.6 Re-Appointment to the Canadian Engineering Qualifications Board (CEQB)
- 3.7 Practice Guideline Design Evaluation for Demountable Structures
- 3.8 Practice Guideline Preparing As-Built and Record Documents
- 3.9 Act Change Proposal – Amendments to Notice of Proposal Provisions in Subsection 19(1)
- 3.10 Policy Decision – EIT Fee Remission
- 3.11 Fee for Academic Course in Lieu of First Technical Exam
- 3.12 Borrowing Resolution
- 3.13 Changes to Ontario Professional Engineers Awards (OPEA) Nomination Procedures

3.14 Council Action Log

CARRIED

[Note: minutes 12194 to 19202 reflect the motions provided in the briefing notes presented to the meeting.]

**12193
MINUTES – 529th COUNCIL MEETING –
SEPTEMBER 19-20, 2019**

That the minutes of the 529th meeting of Council, held September 19-20, 2019, as presented to the meeting at C-530-3.1, Appendix A, accurately reflect the business transacted at that meeting.

CARRIED

**12194
APPROVAL OF CEDC APPLICATIONS**

1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as presented to the meeting at C-530-3.2, Appendix A, Section 1.

2. That Council approve the applications for re-designation as Consulting Engineer as presented to the meeting at C-530-3.2, Appendix A, Section 2.

3. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as presented to the meeting at C-530-3.2, Appendix A, Section 3.

CARRIED

**12195
2020 WORK AND HUMAN RESOURCES
PLANS**

That Council approve the committee/task force work plans and human resources plans as presented to the meeting at C-530-3.5, Appendices A to N.

CARRIED

**12196
RE—APPOINTMENT TO THE CANADIAN
ENGINEERING QUALIFICATIONS BOARD
(CEQB)**

That Council approves the re-appointment of Roydon Fraser, P.Eng. to serve on the Canadian Engineering Qualifications Board (CEQB) as a Member from Ontario for the last three-year term.

CARRIED

**12197
PRACTICE GUIDELINE DESIGN
EVALUATION FOR DEMOUNTABLE
STRUCTURES**

That Council:

- 1. Approve the publication of the practice guideline for Design Evaluation and Field Review of Demountable Event and Related Structures as presented to the meeting at C-530-3.7, Appendix A; and**
- 2. Direct the Registrar to publish the guideline and notify members and the public of its publication through usual PEO communications.**
- 3. Stand down the PSC subcommittee which prepared the Design Evaluation and Field Review of Demountable Event and Related Structures guideline.**

CARRIED

**12198
PRACTICE GUIDELINE PREPARING AS-BUILT AND RECORD DOCUMENTS**

That Council:

- 1. Approve the publication of the Preparing As-built and Record Documents as presented to the meeting at C-530-3.8, Appendix A; and**
- 2. Direct the Registrar to publish the guideline and notify members and the public of its publication through usual PEO communications.**
- 3. Stand down the PSC subcommittee which prepared the Preparing As-built and Record Documents guideline.**

CARRIED

**12199
ACT CHANGE PROPOSAL – AMENDMENTS TO NOTICE OF PROPOSAL PROVISIONS IN SUBSECTION 19(1)**

That Council approves the policy intent to request explicit amendments to subsection 19(1) of the Professionals Engineers Act to restore the express requirement that was in place prior to December 14, 2017, that the Registrar shall issue Notices of Proposal to applicants who are refused a licence, limited licence, provisional licence, temporary licence, or certificate of authorization because they do not meet the respective requirements under subsections 14(1), 15(1), and 18(1) of the Act, and that Council refers this matter to staff, with the oversight of the Legislation Committee, to develop the detailed materials for Council consideration and, at the government’s discretion, formal legislative amendment.

CARRIED

**12200
POLICY DECISION – EIT FEE REMISSION**

That Council rescinds its April 16, 2009 motion to apply the Fee Remission Policy to Engineering Interns.

CARRIED

**12201
FEE FOR ACADEMIC COURSE IN LIEU OF FIRST TECHNICAL EXAM**

That Council cancels the current \$500 fee applied for an academic course taken in lieu of the first technical examination.

CARRIED

**12202
BORROWING RESOLUTION**

That Council:

- a) approve the borrowing of money upon the credit of the association by way of:**
 - i) an operating overdraft up to an amount not to exceed CAD\$250,000; and**
 - ii) use of corporate credit cards with an aggregate limit not to exceed CAD\$120,000.**
- b) in compliance with PEO’s Internal Control Banking Policy, hereby confirms that this Borrowing Resolution is to expire on January 31,**

2021.

CARRIED

**12203
CHANGES TO ONTARIO PROFESSIONAL
ENGINEERS AWARDS (OPEA)
NOMINATION PROCEDURES**

That Council approve the Awards Committee recommendation that, for all individual OPEA categories, it would be sufficient that a nomination is supported by one P.Eng. nominator who would have to provide a letter of support along with two additional letters of support from other P.Engs.

CARRIED

**12204
ACTION LOG**

The Action Log was presented as an information item.

Moved by Councillor Turnbull, seconded by Councillor Arenja:

That Council move in-camera.

CARRIED

**12185
IN-CAMERA SESSION**

While in-camera Council:

- c. received an organizational review update from Western Management Consultants (WMC)
- d. verified the in-camera minutes from the 529th meeting of Council held September 19-20, 2019;
- e. discussed the TD Meloche Monnex Affinity Program;
- f. approved the 2020 Order of Honour Award Inductees;
- g. approved the recipient of the 2020 Gordon M. Sterling Award;
- h. received an update on the PEO pension plan
- i. received decisions and reasons of the Discipline Committee
- j. received a legal update on legal actions in which PEO is involved

**12205
CHAPTER BANK ACCOUNT
CENTRALIZATION**

On the advice of its Auditor and an HST consultant, and with the support of both the Audit and Finance Committees, PEO will change how Chapters funds are managed and will adopt more centralized controls and financial oversight to ensure fulfillment of legal and fiduciary obligations.

The Auditor's review and that of the independent HST consultant both revealed potential control and compliance issues regarding the management of funds and in particular the remittance of Harmonized Sales Tax (HST) for Chapters revenue-generating activities. Chapters are not independent, incorporated entities but are part of PEO. Hence, going forward, Chapters funds will be centrally held and disbursed in accordance with budget allocations to individual Chapters and ordinary expense-handling procedures. Funds currently held by Chapters will be remitted to the centralized account but will be available to the Chapters from which they were sourced. Moreover, Chapters will no longer generate revenues but will rely on annual PEO budget allocations and monies currently held and transferred to PEO. This decision has been communicated to the Regional Chapters Committee (RCC) and will be

rolled out to individual Chapters in the coming weeks.

PEO's Auditor, Deloitte, was made aware of potential control issues involving Chapters in 2017. It subsequently recommended centralization as an option to be considered. During the 2018 audit, the Auditor also highlighted potential HST compliance issues at the Chapters level. On the basis of the Auditor's recommendation, supported by the Audit and Finance committees, PEO retained an expert to assess the HST implications of Chapters revenue-generating activities. Management was also instructed to explore the option of centralizing Chapter finances to ensure adequate control of funds belonging to PEO.

The HST consultant has confirmed that most Chapter activities have HST implications. This update was provided to the Finance and Audit Committees as well as to the Auditor in October 2019.

The Finance Committee was made aware of the proposed centralization of funds on October 16, 2019 and indicated its support. On October 17, 2019, the Audit Committee recommended that PEO implement centralized handling of all Chapter funds and termination of revenue-generating activities by Chapters, as set out above.

The RCC was supportive of this initiative but suggested that additional time might be needed to ensure a smooth transition. Based, however, on the degree of legal, financial and fiduciary risk, management has elected to move forward with the year-end deadline for full implementation. Staff will work in close coordination with the Chapters to ensure as smooth a transition as possible and to minimize any disruption or inconvenience.

CEO/Registrar Zuccon recommended that the purpose as stated in item C-530-4.1 Centralization of Chapters Bank Accounts which reads "To advise Council of the decision to proceed with the centralization of Chapters bank accounts and to prohibit Chapters from generating revenues, effective not later than December 31, 2019" be replaced with "To advise Council of the decision to proceed with the centralization of Chapters bank accounts and to ensure that all Chapter activities, including those that generate revenues, comply fully with gap reporting, tax remittance and other legal obligations to which PEO is subject to by no later than December 31, 2019."

In order to be consistent, the eighth line of the second paragraph in Briefing Note C-530-4.1 which reads "Chapters will no longer generate revenues but will rely on annual PEO budget allocations and monies currently held and transferred to PEO" should be amended as well.

The creation of a Sponsorship Policy for corporate as well as the Chapter level was suggested.

PEO staff have created a draft land acknowledgement policy and statement for events taking place at 40 Sheppard Ave. West, based on

12206
LAND ACKNOWLEDGEMENT POLICY

early communications with Indigenous bands/nations/communities, and statements used by other regulators. It will be amended as necessary once other identified groups have consented to their inclusion, and when Chapters are ready to make their respective land acknowledgement statements.

President-Elect Sterling spoke with an Indigenous engineer who found the draft policy and statement offensive. In order for respectful and inclusive engagement to occur, further communication with Indigenous bands/nations/leaders is required. Staff has created a list of possible Indigenous leaders/consultants based on recommendations and research. However, this appears to be a broadening of the original policy intent for Land Acknowledgement and will delay the start of Land Acknowledgement statements at 40 Sheppard Ave. West.

If Indigenous engagement is positive and timely, staff will present a land acknowledgement policy and statement to Council by February 2020. Council feedback will be solicited at that time.

**12207
REGULATORY RISK REGISTER**

A brief discussion took place regarding the use of the regulatory risk register.

**12208
30 BY 30 METRICS**

Vice-President Bellini provided an update on the 30 by 30 metrics which were based on year-end results for 2018.

**12209
COUNCILLOR ITEMS**

Notice of Motion - Past President Brown will be bringing forth a motion for a full governance review for the February Council meeting.

**12210
CHANGES TO THE 2019 PEO COMMITTEES
AND TASK FORCES MEMBERSHIP ROSTER**

Moved by Vice-President Bellini, seconded by Councillor Notash:

That Council approve changes to the 2019 PEO Committees and Task Forces Membership Roster as presented to the meeting at C-530-3.3, Appendix A.

CARRIED

Moved by Councillor Kershaw, seconded by Councillor Spink:

That Council move in-camera.

CARRIED

**12211
2020 COMMITTEES AND TASK FORCES
MEMBERSHIP ROSTER**

The 2020 Committees and Task Forces membership roster was updated to reflect the re-appointments of three non-Councillor members of the Audit Committee (AUC) - Ishwar Bhatia, Thomas Chong and Craig Young.

It was noted that the Chair of the Awards Committee (AWC) will be selected early in 2020.

Moved by Councillor Notash, seconded by Councillor Turnbull:

That Council approve the 2020 PEO Committees and Task Forces Membership Roster as presented to the meeting at C-530-3.4, Appendix A.

CARRIED

These minutes consist of fourteen pages and minutes 12184 to 12211 inclusive.

N. Hill, P.Eng., Chair

R. Martin, Corporate Secretary