



Minutes

The 259th Meeting of the EXECUTIVE COMMITTEE of PROFESSIONAL ENGINEERS ONTARIO was held on Tuesday, September 8, 2020 at 6:00 p.m.

Present: M. Sterling, P.Eng., President and Chair
C. Bellini, P.Eng., President-Elect
N. Hill, P.Eng., Past President
D. Campbell, P.Eng., Vice-President (elected)
A. Sinclair, P.Eng., Vice-President (appointed)
M. Chan, P.Eng., Councillor-At-Large
L. Cutler, P.Eng., Lieutenant Governor-in-Council Appointee
A. Arenja, P.Eng., Lieutenant Governor-in-Council Appointee

Staff: J. Zuccon, P.Eng., CEO/Registrar
L. Holden, Director, Human Resources
L. Latham, Director, P.Eng., Deputy Registrar, Regulatory Compliance
D. Smith, Director, Communications
M. Wehrle, Director, Information Technology
D. Abrahams, General Counsel
J. Chau, P.Eng., Manager, Government Liaison Programs
J. Max, Manager, Policy
R. Martin, Manager, Secretariat
E. Chor, Research Analyst

Guests: D.A.H. Brown, Governance Solutions Inc. (GSI)
D. L. Brown, Governance Solutions Inc. (GSI)
D. Dave McComiskey, Governance Solutions Inc., (GSI)

CALL TO ORDER

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

R. Martin confirmed quorum.

15-62

APPROVAL OF AGENDA

Agenda item 5.1 was removed from the agenda since the only in-camera item was the approval of the August 8, 2020 minutes which was deemed unnecessary since the content of these minutes was solely to approve the January 21, 2020 in-camera Executive Committee minutes.

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

That:

- a) the agenda, as presented to the meeting at E-259-1.1, Appendix A, be approved as amended; and

b) the Chair be authorized to suspend the regular order of business.

CARRIED

No conflicts were declared.

**15-63
GOVERNANCE ROADMAP**

On September 8th, the Executive Committee met to review and discuss three documents prepared by GSI: a draft timed work plan, Council charter and President Terms of Reference.

Points discussed:

- every phase should identify potential regulation changes that would be required in order to implement; however, this should not prevent Council from making a commitment. The majority of changes in Phase 1 do not require regulation or act changes but could involve by-law changes
- GSI will work closely with senior management, the Executive Committee and Council to ensure nothing is promised that cannot be quickly delivered and what is promised over the long haul does not get lost
- laying the ground work to moving to a governance-type board from a hybrid intervening/governance board type
- potentially using the various conferences and workshops, i.e. Committee Chairs Workshop, Chapter Leaders Conference as an opportunity to seek buy-in
- Importance of addressing the generational change
- how will each step in the workplan be evaluated?
- utilization of the time between May 2021 and September 2021 when there is no draft workplan activity
- Orientation to include Councillors, staff and election candidates
- EXE willing to work through summer 2021, so add in actions to the roadmap during this time

GSI will make the following adjustments to the draft timed work plan as a result of input from the Executive Committee:

- include the concept of self-governance in Phase 1 of the workplan
- make sure an explicit step is added to ensure the role of PEO and Council is looked at regarding appointments to external bodies such as Engineers Canada and OACETT
- ensure that touch points with the government are captured in the timelines
- include the yearly Council retreat to the timelines as a kickoff for the new Council year .
- take a look at how the timelines should be adjusted to align with PEO's 100 year anniversary
- the timed workplan will be provided as a GANTT chart which will provide a good visual representation of the journey

The above revisions will be done in time for the September 12th Strategic Discussion session. The main objectives of this session is discuss the timed workplan and obtain Council buy-in. The role of the Strategic Discussions was discussed, including how the Executive Committee can be stewards in moving the transformation forward. Providing documents in advance of each Strategic Session is important. GSI will include deliverables expected after each Strategic Conversation and Council meeting.

The Executive Committee will discuss the draft Council Charter and draft President Terms of Reference at the next Executive Committee meeting scheduled for October 6, 2020.

The Executive Committee meeting dates will be reviewed following the September 25th Council meeting to ensure there is sufficient time between Executive Committee meetings to provide materials for the Strategic Conversation sessions.

**15-64
MINUTES – 258th EXECUTIVE COMMITTEE
MEETING – AUGUST 8, 2020**

The Executive Committee reviewed the minutes of the 258th Executive Committee meeting held August 8, 2020.

Moved by President-Elect Bellini, seconded by Vice-President Campbell:

That the minutes of the 258TH open session meeting of the Executive Committee, held on August 8, 2020, as presented to the meeting at E-259-3.1, Appendix A, be amended to accurately reflect the business transacted at that meeting.

CARRIED

**15-65
EXECUTIVE COMMITTEE ITEMS**

There were no items brought forward for discussion.

There being no further business, the meeting concluded.

These minutes consist of minutes 15-62 to 15-65 inclusive and three pages.

M. Sterling, P.Eng., President and Chair

R. Martin, Corporate Secretary