

Briefing Note – Decision

C-537-2.7

2021 CAPITAL BUDGET

Purpose: To review and approve the draft 2021 capital budget.

Motion to consider: (requires a simple majority of votes cast to carry)

That Council approve the draft 2021 capital budget reviewed by the Finance Committee and presented to the meeting as C-537-2.7 Appendix A.

Prepared by Chetan Mehta – Director, Finance

Moved by Lorne Cutler, P.Eng. – Chair, Finance Committee

1. Need for PEO Action

The Finance Committee completed its review of the draft 2021 operating and capital budgets (“2021 budgets”) on October 22, 2020. As the next step in Council’s business planning cycle, Council needs to approve the draft 2021 capital budget. The key highlights of the draft 2021 capital budget are summarized below and copy of the draft 2021 capital budget is attached in **Appendix A**.

The total capital budget for 2021 is \$470k and is comprised of the following parts:

- i. Capital improvements to 40 Sheppard - \$220k
- ii. Covid related arrangements for return to work - \$250k

i. Capital improvements to 40 Sheppard

An amount \$220k 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. Some of these planned improvements in 2021 include:

- \$67k for replacing defective exterior windows;
- \$47k for exterior wall survey and water drainage related work;
- \$30k for the assessment of the parking garage structure;
- \$25k for sprinkler assessment study for fire protection; etc.

ii. Facilities

The expenditures are:

- \$250k for Covid related changes and arrangements for staff and volunteers to return to the office

2. Proposed Action / Recommendation

That Council approve the draft 2021 capital budget.

3. Next Steps (if motion approved)

On receiving Council approval, the 2021 capital budget will be used for supporting PEO operations in the coming year.

4. Peer Review & Process Followed

Process Followed	<p>The senior management team and staff began work on the operating and capital budgets for 2021 in July. A draft copy of the 2021 operating and capital budgets along with the 2020 forecast was completed in August and distributed to the Finance Committee prior to its meeting on Sept 10, 2020.</p> <p>During this meeting, the Finance committee met with the Director of Finance and the CEO/Registrar to review the first draft of the 2021 operating and capital budgets. Key highlights of the budgets were reviewed, and questions put forward by the Finance Committee members were answered.</p> <p>After discussion and inputs from staff, the Finance Committee concurred that the draft version of the 2021 operating and capital budgets be presented to Council for information and feedback at the Council meeting on September 25, 2020.</p> <p>The FIC met again on Oct 22, 2020 to review the draft 2021 operating and capital budgets which had been revised to incorporate additional inputs. After discussion, the Finance committee unanimously agreed that the revised draft 2021 operating and capital budgets be presented to Council for approval at Nov 20, 2020 Council meeting.</p>
Council Identified Review	Council approve the draft 2021 budgets as presented.
Actual Motion Review	The Finance Committee met on October 22 nd , 2020 to review the draft 2021 operating and capital budgets and recommended that these be presented to Council for approval.

5. Appendices

- Appendix A – 2021 Draft Capital Budget

Professional Engineers Ontario

2021 Capital Budget - DRAFT

C-537-2.7
Appendix A

28-Oct-20

DRAFT - For review by FIC on Oct 22, 2020 - Rev 1

S. No	Project	2020		2021
		Budget	Forecast	Budget
	Leasehold Improvements			
2	PEO Leasehold 4th floor (Inducements)	351,800	-	-
3	PEO Leasehold 5th floor (Inducements)	69,750	-	-
4	PEO Leasehold 8th floor (Inducements)	148,350	-	-
5	HCRA Office Design - 4th Floor	-	234,748	-
	TOTAL Leasehold Improvements	569,900	234,748	-
	40 Sheppard Ave - Recoverable			
6	2019-02 Exterior Windows	66,296	-	-
7	2020 - Fire System Updates and Repairs	32,543	32,543	-
8	2020 - Structural Study for Main Building Roof	30,146	30,146	-
9	2020 - HVAC Chiller Touch Screen replacement	24,370	-	-
10	2019-01 Heat Pump Replacement	22,054	22,054	-
11	2020 - Structural Study	15,000	-	-
12	2020 - East Side Paver	10,672	-	-
13	2021 - Parking Garage Structure Assessment	-	-	30,000
14	2021 - Exterior Windows	-	-	66,958
15	2021 - Exterior Wall Survey	-	-	25,000
16	2021 - Exterior Water Drainage	-	-	22,385
17	2021 - Domestic Water Equipment	-	-	15,246
18	2021 - Terminal Packing Units - Heat Pumps 3	-	-	23,335
19	2021 - Fire Protection - Sprinkler Assessment	-	-	25,000
20	2021 - Software upgrade for Building Directory	-	-	12,000
	TOTAL 40 Sheppard- Common Area	201,081	84,743	219,924
	TOTAL 40 Sheppard	770,981	319,491	219,924
	Software			
21	Upgrade portal	50,000	50,000	-
	Total Software	50,000	50,000	-
	Total Computer	50,000	50,000	-
	Facilities			
22	Replacement of Office furniture and Covid arrangements	20,000	20,000	250,000
	Total Facilities	20,000	20,000	250,000
	TOTAL Spend on Capital Assets	\$840,981	\$389,491	\$469,924

Briefing Note – Decision

C-537-2.8

BORROWING RESOLUTION POLICY

Purpose: To renew PEO's existing operating line of credit with Scotiabank until January 31, 2022.

Motions to consider: (requires a simple majority of votes cast to carry)

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, 2022.

Prepared by: Chetan Mehta, Director - Finance

Moved by: L. Cutler, P.Eng. – Chair, Finance Committee

1. Need for PEO Action

PEO's By-Law #1 – Section 47 states that:

"Council may from time to time borrow money upon the credit of the Association by obtaining loans or advances or by way of overdraft or otherwise"

PEO's Internal Control Banking Policy requires that "the borrowing resolution shall be reviewed and approved by Council on an annual basis".

To help manage the working capital and provide convenience to senior volunteers and staff, Scotiabank provides PEO two credit facilities:

- a. an operating overdraft up to an amount not to exceed CAD \$250,000 at Prime rate; and
- b. use of corporate credit cards with an aggregate limit not to exceed CAD \$120,000.

These credit facilities expire on January 31, 2021, so this agenda item is being considered now. In order to renew the existing credit arrangement with the bank for another year, Council is asked to approve the borrowing resolution.

PEO has adequate cash flow to meet its business requirement on regular basis. The overdraft facility is only for contingency purposes. Corporate credit cards provide convenience to senior volunteers and senior staff for PEO business expenditures. The credit card balances are paid off every month.

2. Proposed Action / Recommendation

The Finance Committee recommends that Council:

- a) Approve the borrowing of money upon the credit of the association by way of:
 - 1) An operating overdraft up to an amount not to exceed CAD\$250,000; and
 - 2) 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, confirm that this Borrowing Resolution is renewed to expire on January 31, 2022.

3. Next Steps (if motion approved)

If approved by Council, the President and the Registrar will sign the attached (Appendix A) Borrowing Resolution so that Scotiabank can renew the current credit facilities to January 31, 2022.

4. Peer Review & Process Followed

Process Followed	<ul style="list-style-type: none"> The borrowing resolution was developed by staff after considering PEO's working capital requirements.
Council Identified Review	N/A
Actual Motion Review	<ul style="list-style-type: none"> The borrowing resolution was approved by the Finance Committee in a meeting held on October 22, 2020.

5. Appendices

- Appendix A – Borrowing Resolution

ASSOCIATION OF PROFESSIONAL ENGINEERS OF ONTARIO (PEO)

BORROWING RESOLUTION

PEO's By-Law No. 1, section 47(a) states that:

The Council may from time to time: (a) borrow money upon the credit of the Association by obtaining loans or advances or by way of overdraft or otherwise;

Resolution

That Council:

- a) approve the borrowing of money upon the credit of the Association by way of:
 - i) establishing an operating overdraft up to an amount not to exceed CAD \$250,000; and
 - ii) obtaining corporate Visa credit cards with an aggregate limit not to exceed CAD\$120,000.
- b) confirm that this Borrowing Resolution expires on January 31, 2022.

Certified this 20th day of November, 2020 to be a true, and a complete copy of section 47 of By-Law No. 1 of the Association and of a resolution passed by Council.

Signed by _____
Marisa Sterling, P.Eng., FEC, President

Signed by _____
Johnny Zuccon, P. Eng., CEO/Registrar

Briefing Note – Decision

C-537-2.9

ANTI-RACISM & ANTI-DISCRIMINATION EXPLORATORY WORKING GROUP (AREWG)

Purpose: To appoint an exploratory working group, with the support of a consultant, to develop recommendations for Council to enable PEO to identify, study and address any issues of systemic racism and discrimination which fall within PEO's mandate.

Motion(s) to consider: (requires a simple majority of votes cast to carry)

1. That Council appoint a four-member working group from amongst Council's members, comprised of the following:
 - Councillors P. Cushman and L. MacCumber, who shall serve, respectively, as Chair and Vice-Chair of the Anti-Racism and Discrimination Exploratory Working Group (AREWG)
 - Two (2) additional Councillors, to be randomly selected from amongst Councillors who volunteer. (In the case of a tie vote, the chair would have the casting vote.)
2. That Council task the AREWG (in accordance with the proposed Terms of Reference attached as Appendix A) with scoping vulnerabilities to systemic racism and discrimination within the engineering profession and in particular within the range of activities overseen by PEO, and with proposing best-practice methodologies for identifying, studying and addressing any such vulnerabilities that exist.
3. The Council instruct the CEO/Registrar to recruit, via a Request for Proposals (RFP), a qualified consultant skilled in equity, diversity and inclusion, to help guide and support the work of the AREWG.
4. That Council mandate the AREWG, aided by the consultant, to report to Council with specific recommendations on how to identify, study and address vulnerabilities related to systemic racism and discrimination, before the 2021 AGM.
5. That Council approves a maximum budget of \$50,000 for the work of the AREWG, including the work of the Consultant.

Briefing Note prepared by: Dan Abrahams, B.A., LL.B., Senior Legal Counsel

Moved by: Peter Cushman, P.Eng.; Seconded by: Lisa MacCumber, P.Eng.

1. Need for PEO action

The problem of widespread systemic racism has been a major focus of international public attention, in particular in the past year. As a regulator in the public interest, PEO is required to identify and address any such concerns as they relate to its mandate and activities. At the September 2020 Council meeting, it was moved that Council

...authorize the creation of a Racial Equity Monitoring Committee consisting of a minimum of five independent members of PEO who self-identify as having experienced racism in the past to study any elements of racism or discrimination within the profession and to propose appropriate remedies.

When Council met and discussed the proposed approach, the following motion was passed instead:

To postpone the original motion to November Council meeting, and direct the CEO/Registrar to work with the mover and seconder of the motion to investigate the problem of racism and racial inequity in PEO's culture and operations and come back to Council with a recommendation on how to proceed.

The current working group proposal emanates from discussions that have taken place since the September 2020 Council meeting. The original motion is hereby withdrawn.

2. Background

There is widespread, renewed and pressing concern about the problem of institutionalized, systemic racism. This concern relates in particular to systemic racism and discrimination directed against any identifiable group. Discrimination includes any of the characteristics protected by the Ontario Human Rights Code including race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability.

In a regulatory context, concerns about systemic racism and discrimination might potentially emerge from the regulatory work itself (for instance with respect to licensing processes, discipline of "racialized" licensees, and how complaints are handled). Concerns might also exist with respect to how the regulator is able to identify and positively address issues of racism and discrimination within the broader profession, using the tools given to it under its legislated authority. Because PEO also has some features of a member association, it is legitimate to consider whether there might be systemic barriers to inclusive and diverse participation, for instance at the chapter and committee level.

These are not easy issues to address. The issues are inherently sensitive and delicate, both from the perspective of those who might be victimized by racism and discrimination and from the perspective of individuals and institutions alleged to have promulgated it.

After consultation with the Director, Human Resources, as well as with the mover and seconder of the September 2020 motion set out above, it seems apparent that before PEO takes any specific action, the range of vulnerabilities needs to be appropriately scoped and defined. It is also valuable for any anti-racism project that emerges to have the benefit of expert advice. There are consultants who can help to guide such a review. Optimally, a consultant will gain familiarity with the role and the work of PEO. They can then assist a group of councillors with the development of more specific proposals for identifying, studying and addressing issues of systemic discrimination within PEO's scope of influence.

3. Next steps (if motion approved)

1. Council will immediately strike an anti-racism and anti-discrimination exploratory working group (AREWG), using the Terms of Reference set out in Appendix A. The AREWG will include the mover (as Chair) and seconder (as Vice-Chair), who have both taken a leadership role in dealing with this issue. There will also be an opportunity, when the AREWG is approved, for Councillors to volunteer to fill two (2) remaining positions on the AREWG. If there are more than two Councillors who volunteer, to ensure fairness and objectivity in the process these (2) members of

the AREWG will be chosen by random selection, using a random selection generator (in effect an electronic “hat” from which names are “drawn”) to be shown on-screen.

2. The CEO/Registrar will devise and issue an RFP for a qualified consultant to guide and support the AREWG, as set out above. The top candidate or two candidates for the consulting role will be introduced to the AREWG before a final decision is made by the CEO/Registrar. It is anticipated that the cost of hiring a consultant will be in the range of \$25,000 to \$50,000.
3. The consultant will meet as quickly as possible with the Working Group to devise a workplan.
4. The consultant will conduct whatever staff and external consultations are required to assist in developing recommendations for the AREWG and, ultimately, for Council.
5. As stipulated in the attached Proposed Terms of Reference (Appendix A) AREWG will report back to Council before the 2021 AGM with a report setting out the following:
 - What potential vulnerabilities exist for PEO in relation to systemic racism and discrimination, in all major areas of PEO’s operations and its role as regulator of the practice of professional engineering and governor of the engineering profession
 - What best practice methodologies are available to identify, study and produce recommendations on how to address any issues of systemic racism and/or discrimination that exist
 - What options are preferred and recommended, based on the Working Group’s (and consultant’s) understanding of PEO and the environment in which it operates
 - What mechanisms (eg., a further working group, additional consultants, surveys, interviews, focus groups, etc.) are required in order to oversee and pursue the recommended options
 - Any other foundational or background information that Council needs in order to address these issues

4. Peer Review & Process Followed

This matter is acknowledged to be time-sensitive, even if it is only the first step in a longer process. It also appears to fall outside the current, longer-term and more comprehensive mandate of PEO’s Equity and Diversity Committee. Hence additional peer review is not recommended at this time.

Process Followed	<p>At the September 2020 Council meeting, a motion was introduced, as set out above in the body of this briefing note. The motion was referred to the CEO/Registrar who, as instructed, has consulted with the mover and seconder and with senior staff, including the Director, Human Resources and Senior Legal Counsel.</p> <p>The current proposal reflects the consensus of those consulted.</p>
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Council Identified Review	N/A
Actual Motion Review	N/A

5. Budget implications

Based on input from the Director, Human Resources, the estimated cost for a consultant to support the AREWG falls within the \$25,000 to \$50,000. This is a one-time expenditure, mainly in budget year 2021, which can be financed out of PEO's operating budget. In addition to the consultant fees, there may be additional, but limited, expenses for transportation, food and lodging, should the AREWG be in a position to meet in person. This budget does not include any expenditures for work based on the AREWG recommendations. Such future work will be costed when the recommendations are presented to Council.

6. Appendices

- Appendix A – Proposed Terms of Reference for the Anti-Racism and Anti-Discrimination Exploratory Working Group

C-537-2.9
Appendix A

PROPOSED Terms of Reference
Anti-Racism and Anti-Discrimination Exploratory
Working Group

Issue Date: November 20, 2020
Approved by Council: November 20, 2020

Review Date: N/A
Review by: N/A

Legislated and other Mandate approved by Council	The Working Group is tasked by Council with scoping vulnerabilities to systemic racism and discrimination within the engineering profession and in particular within the range of activities overseen by PEO, and with proposing best-practice methodologies for identifying, studying and addressing any such vulnerabilities that exist.
Key Duties and Responsibilities	<p>Working with a qualified consultant to be recruited by the CEO/Registrar, with final vetting by the Working Group, the Working Group will examine and will ultimately report to Council regarding:</p> <ul style="list-style-type: none"> • What potential vulnerabilities exist for PEO in relation to systemic racism and discrimination, in all major areas of PEO's operations and its role as regulator of the practice of professional engineering and governor of the engineering profession • What best practice methodologies are available to identify, study and produce recommendations on how to address any issues of systemic racism and/or discrimination that exist • What options are preferred and recommended, based on the Working Group's (and consultant's) understanding of PEO and the environment in which it operates • What mechanisms (eg., a further working group, additional consultants, surveys, interviews, focus groups, etc.) are required in order to oversee and pursue the recommended options • Any other foundational or background information that Council needs in order to address these issues

Constituency, Number & Qualifications of Committee/Task Force Members	The Working Group is limited to a maximum of four (4) Councillors, as selected by Council at the time the Working Group is established, subject to Council's ability to replace any member of the Working Group who resigns or is unable to serve.
Qualifications and election of the Chair	The Chair is as appointed by Council commensurate with the establishment of the Working Group. If the Chair resigns or is unable to serve, the remaining members shall choose a Chair from amongst their members.
Qualifications and election of the Vice Chair(s)	The Vice-Chair is as appointed by Council commensurate with the establishment of the Working Group. If the Vice-Chair resigns or is unable to serve, the remaining members shall choose a Vice-Chair from amongst their members.
Duties of Vice Chair(s)	To act in the absence of the Chair.
Term Limits for Chair, Vice Chair and Committee members	The Working Group is to be stood down following the submission of its report with recommendations to Council.
Decisions and Quorum	The Working Group shall endeavor to reach decisions and recommendations to Council by means of consensus. Quorum for the purpose of formalizing recommendations is at least 50 per cent of the task force's membership present at the meeting. If any vote is tied, the Chair will have the casting vote.
Meeting Frequency & Time Commitment	The Working Group will meet at the call of the Chair and will meet electronically via Zoom or similar platform at the Chair's discretion. To promote expedited decision-making, the Working Group may also consult and share information via email as required.
Operational year time frame	The Working Group will commence its work upon establishment by Council and will be stood down following the submission of a report to Council, prior to the 2021 PEO AGM.
Budget	Maximum \$50,000 (related to the cost of retaining a consultant). The proposed budget is only for the work described herein. It does not apply to any future anti-racism initiatives that might emerge and that would require budget approval in the future.

Committee advisor	TBD, at the discretion of the CEO/Registrar
Committee support	TBD, at the discretion of the CEO/Registrar

Briefing Note – Information

C-537-2.10

ENGINEERS CANADA REPORT

Purpose: To provide an update on the activities of Engineers Canada.

Prepared by: Dale Power, Secretariat Administrator

Appendix A – Engineers Canada directors update – November 2020 – English and French versions



Engineers Canada directors update November 2020

Orange Shirt Day

On September 30, Engineers Canada recognized Orange Shirt Day with a [virtual photo of staff wearing orange](#) and the creation of an internal resource to raise awareness of the harms inflicted on Indigenous children and their communities by Residential Schools in Canada

IEEE Canada Technology Leadership Forum

In September, President Jean Boudreau represented Engineers Canada on a panel at the Institute of Electrical and Electronics Engineers (IEEE) Canada Technology Leadership Forum. The panel theme was the changing role of technology in our post-pandemic society. Her presentation included discussing Engineers Canada's [recommendations](#) to the House of Commons Standing Committee on Finance regarding the pre-budget consultations in advance of the 2021 federal budget.

Engineers Canada Board

From September 30 to October 2, Engineers Canada hosted its Fall Meetings, which included meetings of the CEO Group and the Presidents' Group, a 2022-2024 strategic plan information session, and the Board meeting. The Board made a number of decisions, including to approve: workplans of Board committees; the sub-strategy for operational imperative 7, on managing risks and opportunities associated with mobility of work and practitioners internationally; the recommendations from the scholarship program review; and updates to Board policies.

2022-2024 Strategic planning

During the Fall Meetings, an information session for regulators and other stakeholders on the proposed strategic priorities of the 2022-2024 strategic plan was

held. This session prefaced consultations with regulators which started in October and continue into November. In addition, the CEAB and CEQB provided feedback to the draft priorities. A revised draft of the strategic plan will be presented to the Engineers Canada Board at their February meeting, in preparation for consideration by regulators at the May Annual Meeting of Members.

Accreditation Board

The Accreditation Board's guide for the virtual evaluation of an engineering program was circulated to programs receiving virtual visits in winter 2021. Developed by the Task Force on Virtual Visits, the guide is an initial approach for how the on-site visit component of an accreditation review will be conducted virtually.

The 30 by 30 Working Group and the Working Group on Student Learning Experiences in the Age of COVID began their work. The former will explore ways in which Engineers Canada's accreditation process can support the 30 by 30 initiative, and the latter will study how measures taken by programs to respond to the pandemic challenge are supported by the accreditation criteria.

The Accreditation Board launched their [consultation on the Engineering Design Task Force Report](#). The report recommends adopting an alternate definition of engineering design. The consultation period is open until December 4.

Web content dedicated to the [Accreditation Board's Accountability in Accreditation](#) strategy launched in October. Stakeholders can read more about the strategy including the data collection schedule and access sample surveys to which they will be asked to respond.

The Accreditation Board held its 168th meeting. In addition to receiving reports from stakeholders and its committees and working groups, the Accreditation Board made an accreditation decision on a report submitted by one program, and elected Paula Klink as vice-chair for a term starting July 1, 2021 (to be confirmed by the Engineers Canada Board of Directors). The members also decided that their February 2021 meeting will be held virtually.

The Accreditation Board also held their fall workshop, which focused on clarity and conduct of the decision-making process. The workshop was a training exercise on the current accreditation decision policies and procedures and also provided an opportunity for members to debate, explore, and discuss any gaps in the current policy framework. The outcomes of the workshop will be discussed by the Executive Committee who will determine next steps.

The Accreditation Board's Policies and Procedures Committee met, focusing on updates from the various Accreditation Board working groups as well as progress made on the accreditation-related concerns expressed by Engineering Deans Canada. The committee also discussed the work of the Required Visit Materials Working Group, which has been analyzing and making recommendations on the documentation requirements for accreditation purposes.

The Accreditation Board's Policies and Procedures Committee (P&P) met with Engineering Deans Canada's Deans Liaison Committee (DLC). The group reviewed and discussed all of the deans' concerns and agreed on a plan to work together to resolve the issues around facilitating international student exchanges. The deans also advised that they plan to undertake an independent review of the CEAB's accreditation system.

Qualifications Board

Engineers Canada welcomed Ryan Melsom as Manager, Qualifications and CEQB Secretary. He has been with Engineers Canada since 2017, working in the role of Communications Specialist.

As part of the development of a guideline on gender inclusivity, the Qualifications Board fielded a survey to

obtain information about engineering workplace practices. All stakeholders are encouraged to [take the survey](#) and distribute it throughout their networks.

The Qualifications Board held its 112th meeting. At the meeting, Margaret Anne Hodges was elected as vice-chair for a term starting July 1, 2021 (to be confirmed by the Engineers Canada Board of Directors). The Public guideline on risk management was approved, and will be submitted to the Engineers Canada Board for final approval.

Appointments to the CEAB and CEQB

The CEAB and CEQB's nominations committees have kicked off their reappointment processes. Once they have made their decisions regarding those seeking reappointment, regulators will be asked to confirm the candidates from their jurisdictions, and then any vacant positions will be filled.

IIDD

Engineers Canada signed a contract with EXNP to provide a new online tool to replace and improve the International Institutions and Degrees Database (IIDD). Development work has started, and the project is expected to be finished by the first quarter of 2021.

Competency-Based Assessment

Five volunteers from the Competency-Based Assessment User Group provided a presentation titled "Time Flies When They're Having None" at the Canadian Network of Agencies of Regulation (CNAR) virtual conference. The presentation highlighted the implementation of Canadian competencies that will ultimately replace the one-year Canadian experience requirement for licensure.

National Practice Officials Group

The National Practice Officials Group (NPOG) met to share information and receive updates. The group received an update on Engineers Canada's new regulatory research advisory groups who will address two topics: how regulators can address non-practising status; and what the necessary components of a regulatory framework for engineering entities include. The work of the research advisory groups will build upon the

preliminary work done by NPOG earlier this year when the group compiled information on the different classes of membership, and business entity rules and requirements from each regulator.

National Admissions Officials Group

The National Admissions Officials Group (NAOG) met to discuss: updates from each jurisdiction; the Engineers Canada International Institutions and Degrees Database (IIDD) and National Membership Database projects; the EngineerHere.ca website; licensure of entrepreneurs, those in emerging areas of engineering practice, and individuals without P.Eng. supervisors; distance education; and their work plan and terms of reference. They also provided feedback to the CEAB's consultation on the definition of engineering design, and they heard from the CEAB and Engineers Deans Canada about the issue of international exchanges.

Government relations

At the Engineers Canada Board meeting, the national position statement on Professional Practice in Cyber Security was approved for publication on the Engineers Canada public website and to support communication with the federal government.

Engineers Canada sent congratulations letters to select members of Opposition Leader Erin O'Toole's shadow cabinet, as well as congratulatory letters to Jean-Francois Tremblay, newly appointed Deputy Minister for Natural Resources Canada, and Christiane Fox, newly appointed Deputy Minister of Indigenous Services. In these letters we described the connection between their new portfolio and our work, including our key policy priorities as Canada recovers from the COVID-19 pandemic, and included an invitation to meet.

As a direct result of the aforementioned congratulatory letters, Engineers Canada received an invitation to meet with MP Stephanie Kusie, Conservative member of Parliament and Shadow Cabinet Minister for Transport. The meeting was to discuss our involvement and the ways in which Engineers Canada can help support her mandate.

Engineers Canada released its [analysis](#) of the federal government's Speech from the Throne. We have been

advocating for the government to invest in Canada's high-speed broadband connectivity, infrastructure, and continued support for diversity, equity, and inclusion initiatives across Canada, all of which were referenced in the speech.

Affinity programs

Victor Canada, the Professional Liability insurance provider endorsed by Engineers Canada, offered a complimentary webcast for engineers and geoscientists entitled "The new normal: Navigating COVID-19". This webcast explored a variety of topics, including contracts, recent legal developments, trends relating to limitation periods and dispute resolution methods, and how COVID-19 is impacting the delivery of field services and its potential impact on claims.

A review of the Professional Retiree Health and Dental Plan was completed. There is no change to pricing and the plan has moved to a retention accounting model effective September 1, 2020. This move provides Engineers Canada with greater input over the rate setting process and provides a more stable rate for the insureds. To ensure continued value for engineers, a Future Benefits Provision Account has been established.

Equity, diversity, and inclusion

Engineers Canada released a [new resource](#) with actions that engineering employers can undertake to increase diversity and women's participation at various levels in their organizations and to create more welcoming workplace environments for everyone.

Engineers Canada participated as panelists at the Concordia University Co-op and Women In Engineering event held by engineering students on the theme of The Value of Diversity and Inclusion within the Engineering Workforce. Close to 130 online registrants discussed the current state of equity, diversity and inclusion in engineering including racial diversity, the career journeys of graduates working in engineering, and the need for culture shifts.

Engineers Canada also presented to the ENGN 8900 Graduate Research Seminar (Fall 2020) at University of Prince Edward Island on Gender Equity in Engineering: Rethinking the Problem.

We also participated on an engineering-focused panel organized by WNORTH, in partnership with Indeed.com, highlighting our work on 30 by 30 and our employer-related work. Other organizations on the panel were Boeing, PACCAR, and Qualtrics.

Engineers Canada participated in a meeting with the equity and national urbanism leads from the Canadian Institute of Planners, Canadian Urban Institute, the Royal Architectural Institute of Canada, and the Urban Development Institute. On the agenda were discussions of strategies to address Truth and Reconciliation, anti-Black racism, and diversity and inclusion training.

The 30 by 30 Early Career working group met to discuss the current trends in newly licensed engineers who are women and the enrolment and graduation rates of women in engineering programs, while the K-12 Working Group met to discuss the latest 30 by 30 data and upcoming outreach guide, which will be published on our website in November.

Engineers Canada's Indigenous Advisory Committee met virtually to discuss progress on the report on Indigenous participation in engineering, which will be published on our website later this fall. They also followed-up on the [guide to acknowledging First Peoples and traditional land](#), and decolonizing and Indigenizing engineering education.

Engineers Canada participated in meetings of the Canadian Indigenous Advisory Council (CIAC), a part of the American Indian Science and Engineering Society (AISES). Engineers Canada was a key voice in the creation of CIAC.

Engineers Canada also participated in AISES' [national conference](#). The conference included sessions on Indigenous engineering, design and ethics, research presentations by Indigenous STEM academics, and networking sessions and career development for Indigenous students and professionals.

Outreach

The Digital Engagement and Social Media Campaign Working Groups met to discuss the joint development of four digital engagement initiatives targeting youth 4 to 25 years old.

Awards and Scholarships

The Engineers Canada Board approved the recommendations of the review of scholarship program. No changes will be made to the graduate scholarships, while Engineers Canada will introduce an undergraduate leadership scholarship when the scholarship cycle opens in November. To increase the number and value of undergraduate scholarships, the annual scholarship dinner will be discontinued as recommended.

Nominations for awards and scholarships will open in November.



Compte rendu à l'intention des administrateurs et administratrices d'Ingénieurs Canada Novembre 2020

Journée du chandail orange

Le 30 septembre, Ingénieurs Canada a souligné la Journée du chandail orange en publiant des [photos de membres de notre personnel portant de l'orange](#) et en créant une ressource interne de sensibilisation aux préjudices infligés aux enfants autochtones et à leurs communautés dans les pensionnats autochtones.

IEEE Canada Technology Leadership Forum

En septembre, la présidente Jean Boudreau a participé à un panel dans le cadre du *Canada Technology Leadership Forum*, organisé par l'IEEE (Institute of Electrical and Electronics Engineers). Le thème du panel était le rôle en évolution de la technologie dans notre société post-pandémie. La présentation de Jean portait sur les [recommandations](#) contenues dans le Mémoire pour les consultations prébudgétaires en vue du budget de 2021 soumis par Ingénieurs Canada au Comité permanent des finances de la Chambre des communes.

Conseil d'Ingénieurs Canada

Du 30 septembre au 2 octobre, Ingénieurs Canada a tenu ses réunions d'octobre, dont la réunion du Groupe des chefs de direction, la réunion du Groupe des présidents, une séance d'information sur le Plan stratégique 2022-2024 et la réunion du conseil. Lors de sa réunion, le conseil a pris un certain nombre de décisions, notamment la décision d'approuver les plans de travail des comités, la sous-stratégie pour l'Impératif opérationnel 7 concernant la gestion des risques et des occasions associés à la mobilité internationale du travail et des praticiens, les recommandations découlant de l'examen du programme de bourses d'études et les politiques actualisées du conseil.

Planification stratégique 2022-2024

Durant les réunions de l'automne, une séance d'information sur les priorités proposées pour le Plan stratégique 2022-2024 a été tenue à l'intention des organismes de réglementation et d'autres parties prenantes. Cette séance visait à préparer les consultations auprès des organismes de réglementation, qui ont commencé en octobre et se poursuivront en novembre. Le Bureau d'agrément et le Bureau des conditions d'admission ont également commenté les priorités proposées. Une version révisée du plan sera présentée au conseil d'Ingénieurs Canada dans le cadre de sa réunion de février, avant d'être soumise à l'examen des organismes de réglementation à l'assemblée annuelle des membres en mai.

Bureau d'agrément

Le guide du Bureau d'agrément pour l'évaluation virtuelle d'un programme de génie a été distribué aux programmes devant recevoir des visites virtuelles au cours de l'hiver 2021. Élaboré par le Groupe de travail sur les visites virtuelles, ce guide est une première ébauche décrivant comment le volet « visite sur les lieux » d'une évaluation d'agrément sera effectué virtuellement.

Le Groupe de travail sur l'initiative 30 en 30 et le Groupe de travail sur les expériences d'apprentissage des étudiants en période de COVID ont entamé leurs travaux. Le premier examinera comment le processus d'agrément d'Ingénieurs Canada peut soutenir l'initiative 30 en 30, et le second étudiera comment les mesures mises en place par les programmes pour répondre au défi de la pandémie cadrent avec les normes d'agrément.

Le Bureau d'agrément a lancé sa [consultation sur le rapport du Groupe de travail sur la conception en](#)

[ingénierie](#). Le rapport recommande l'adoption d'une nouvelle définition de la conception en ingénierie. La consultation est ouverte jusqu'au 4 décembre.

Une nouvelle page Web consacrée à la stratégie d'évaluation de la [Responsabilité en matière d'agrément du Bureau d'agrément](#) a été inaugurée en octobre. Les parties prenantes y trouveront plus d'information sur la stratégie, notamment le cycle de collecte de données et des exemples de sondages auxquels elles seront invitées à répondre.

Le Bureau d'agrément a tenu sa 168^e réunion. En plus de recevoir des rapports des parties prenantes et de ses comités et groupes de travail, le Bureau d'agrément a pris une décision d'agrément visant un rapport soumis par un programme, et il a élu Paula Klink au poste de vice-présidente pour un mandat commençant le 1^{er} juillet 2021 (à confirmer par le conseil d'Ingénieurs Canada). Les membres ont également décidé que leur réunion de février 2021 se tiendrait virtuellement.

Le Bureau d'agrément a tenu son atelier de l'automne, qui a porté essentiellement sur la clarté et la conduite du processus décisionnel. L'atelier, qui était un exercice de formation sur les politiques et procédures actuelles du Bureau, a également permis aux membres de discuter des lacunes de l'actuel cadre de politiques. Le comité exécutif se penchera sur les résultats de l'atelier pour déterminer les prochaines étapes.

Le Comité des politiques et procédures du Bureau d'agrément a aussi tenu une réunion, dont l'ordre du jour portait essentiellement sur les comptes rendus de divers groupes de travail du Bureau, ainsi que sur les progrès réalisés dans le dossier des préoccupations soulevées par Doyennes et doyens d'ingénierie Canada au sujet de l'agrément. Le Comité a également discuté des travaux du Groupe de travail sur la documentation requise pour les visites d'agrément, qui a analysé la situation et recommandé des changements.

Le Comité des politiques et des procédures du Bureau d'agrément a par ailleurs rencontré le Comité de liaison des doyens (CLD) de Doyennes et doyens d'ingénierie Canada. Le groupe a passé en revue les préoccupations des doyens et, après discussion, a convenu d'un plan de travail conjoint pour résoudre les questions relatives à la

facilitation des programmes internationaux d'échanges d'étudiants. Les doyens ont également indiqué qu'ils prévoient d'entreprendre un examen indépendant du système d'agrément du BCAPG.

Bureau des conditions d'admission

Ryan Melsom a été nommé gestionnaire, Compétences professionnelles et secrétaire du Bureau des conditions d'admission. Membre du personnel d'Ingénieurs Canada depuis 2017, Ryan occupait le poste spécialiste des communications.

Dans le cadre de l'élaboration d'un guide sur l'inclusion des genres, le Bureau des conditions d'admission a lancé un sondage en vue d'obtenir de l'information sur les pratiques en vigueur dans les milieux de travail en génie. Toutes les parties prenantes sont encouragées à répondre [au sondage](#) et à le faire circuler dans leurs réseaux.

Le Bureau des conditions d'admission a tenu sa 112^e réunion. Il y a élu Margaret Anne Hodges au poste de vice-présidente, pour un mandat débutant le 1^{er} juillet 2021 (à confirmer par le conseil d'Ingénieurs Canada). Le Guide public sur la gestion des risques a été approuvé et sera soumis au conseil d'Ingénieurs Canada pour approbation finale.

Nominations au Bureau d'agrément et au Bureau des conditions d'admission

Les Comités des candidatures du Bureau d'agrément et du Bureau des conditions d'admission ont amorcé leurs processus de renouvellement de mandats. Une fois qu'ils auront pris des décisions concernant les membres sollicitant un renouvellement de leur mandat, ils inviteront les organismes de réglementation à confirmer les candidats de leur zone de compétence, après quoi les postes vacants seront pourvus.

BDEDE

Ingénieurs Canada signé un contrat avec la société EXNP pour la fourniture d'un nouvel outil en ligne qui remplacera et améliorera la Base de données sur les établissements et les diplômes étrangers (BDEDE). Le travail de développement a commencé et devrait être terminé d'ici le premier trimestre de 2021.

Évaluation sur la base des compétences

Cinq bénévoles du Groupe d'utilisateurs pilotes de l'Évaluation sur la base des compétences ont préparé une présentation intitulée « Time Flies When They're Having None » qui a été donnée lors du congrès virtuel du Réseau canadien des organismes de réglementation (RCOR). Cette présentation mettait l'accent sur la mise en œuvre des compétences canadiennes qui en viendront à remplacer l'année d'expérience en milieu canadien exigée pour l'obtention du permis d'exercice.

Groupe national des responsables de l'exercice

Le Groupe national des responsables de l'exercice (GNRE) s'est réuni virtuellement pour échanger de l'information et des mises à jour. Le groupe a reçu une mise à jour sur les nouveaux groupes consultatifs de recherche sur la réglementation d'Ingénieurs Canada qui se pencheront sur les deux questions suivantes : Comment les organismes de réglementation peuvent-ils traiter le statut d'ingénieur inactif? et Quels sont les volets d'un cadre de réglementation qui sont nécessaires pour les firmes de génie? Le travail des groupes consultatifs s'appuiera sur les travaux préliminaires effectués par le GNRE plus tôt cette année, quand le groupe a compilé des informations sur les différentes catégories de membres, ainsi que sur les règles et exigences des organismes de réglementation visant les entités commerciales.

Groupe national des responsables de l'admission

Le Groupe national des responsables de l'admission (GNRA) s'est réuni pour discuter des mises à jour présentées par les différentes zones de compétence; des projets de Base de données sur les établissements et les diplômes étrangers (BDEDE) et de Base de données nationale sur les effectifs (BDNE) d'Ingénieurs Canada; du site Web Ingénieurs-ici.ca; de l'octroi de permis aux entrepreneurs actifs dans certaines disciplines émergentes et aux personnes ne pouvant faire superviser leurs travaux par un ingénieur, ainsi que de formation à distance. Le GNRA a également discuté de son plan de travail et de son mandat. Il a aussi fourni des commentaires en réponse à la consultation du Bureau d'agrément sur la définition de la conception en ingénierie, et entendu les points de vue du Bureau d'agrément et de Doyennes et doyens d'ingénierie

Canada sur la question des programmes d'échanges internationaux en génie.

Relations gouvernementales

Lors de la réunion du conseil d'Ingénieurs Canada, le nouvel énoncé de principe national sur l'Exercice professionnel dans le domaine de la cybersécurité a été approuvé pour publication dans le site Web public et pour soutenir les communications avec le gouvernement fédéral.

Ingénieurs Canada a envoyé des lettres de félicitations à certains membres du cabinet fantôme du chef de l'opposition Erin O'Toole. Nous avons également adressé nos félicitations à Jean-François Tremblay, nouveau sous-ministre de Ressources naturelles Canada, et Christiane Fox, nouvelle sous-ministre de Services aux Autochtones. Ces lettres décrivaient les liens entre le nouveau portefeuille de chaque sous-ministre et notre travail, notamment nos principales priorités politiques au moment où le Canada amorce une reprise dans la foulée de la pandémie. Nous avons aussi invité ces politiciens à nous rencontrer.

En conséquence directe des lettres de félicitations susmentionnées, Ingénieurs Canada a été invité à rencontrer Stephanie Kusie, députée conservatrice et ministre des Transports du cabinet fantôme de l'opposition. La rencontre avait pour but de discuter de notre engagement et des façons dont Ingénieurs Canada peut contribuer à soutenir son mandat.

Ingénieurs Canada a publié son [analyse](#) du Discours du Trône. Nous avons recommandé que le gouvernement investisse dans la connectivité à large bande, dans les infrastructures et dans le soutien continu des initiatives de diversité, d'équité et d'inclusion dans l'ensemble du pays – et tous ces sujets ont été mentionnés dans le Discours.

Programmes d'affinité

Victor Canada, le fournisseur d'assurance responsabilité professionnelle retenu par Ingénieurs Canada, a offert une webdiffusion gratuite à l'intention des ingénieurs et des géoscientifiques sur le thème « La nouvelle normalité : composer avec la COVID-19 ». Dans cette webdiffusion, diverses questions ont été abordées,

notamment les questions contractuelles, l'évolution récente du droit, les tendances relatives aux délais de prescription et aux méthodes de règlement des litiges, ainsi que l'impact de la COVID-19 sur la prestation de services sur le terrain et son incidence potentielle sur le traitement des réclamations.

D'autre part, un examen du programme d'assurance soins médicaux et dentaires pour retraités a été effectué. Les tarifs demeurent les mêmes, et le programme est passé à un modèle de comptabilité de remboursement depuis le 1^{er} septembre 2020. Ce changement assure à Ingénieurs Canada une plus grande participation au processus d'établissement des tarifs et permet aux assurés de bénéficier de tarifs plus stables. Pour garantir une valeur continue aux ingénieurs, un compte de provision pour les prestations futures a été créé.

Équité, diversité et inclusion

Ingénieurs Canada a publié une [nouvelle ressource](#) décrivant des mesures que les employeurs d'ingénieurs peuvent prendre pour accroître la participation des femmes et la diversité aux divers échelons de leurs organisations et créer des environnements de travail plus accueillants pour tous.

Ingénieurs Canada a participé, à titre de panéliste, à un événement virtuel organisé par des étudiants en génie de l'Institute for Co-operative Education de l'Université Concordia et Women In Engineering sur le thème « La valeur de la diversité et de l'inclusion au sein de la main-d'œuvre en génie ». Près de 130 participant(e)s ont discuté en ligne de la situation actuelle de l'équité, de la diversité et de l'inclusion en génie, et notamment de la diversité raciale, du parcours professionnel des diplômés et diplômées en génie, et de la nécessité d'un changement de culture.

Ingénieurs Canada a donné une présentation virtuelle sur le thème de « L'égalité des genres en génie : repenser le problème » dans le cadre de l'ENGN 8900 Graduate Research Seminar (automne 2020) à l'Université de l'Île-du-Prince-Édouard.

Nous avons aussi participé à un panel virtuel axé sur le génie organisé par WNORTH, en partenariat avec Indeed.com, où nous avons décrit notre travail en lien

avec l'initiative 30 en 30, et nos activités visant les employeurs. Des représentants de Boeing, de PACCAR et de Qualtrics participaient également à ce panel.

Ingénieurs Canada a participé à une réunion avec des leaders nationaux en matière d'équité et d'urbanisme de l'Institut canadien des urbanistes, de l'Institut urbain du Canada, de l'Institut royal d'architecture du Canada et de l'Institut du développement urbain du Canada. À l'ordre du jour : des discussions sur les stratégies pour aborder les efforts de Vérité et Réconciliation, le racisme envers les Noirs, et la formation en matière de diversité et d'inclusion.

Le groupe de travail « Début de carrière » des champions et championnes 30 en 30 s'est réuni pour discuter des tendances actuelles des nouvelles ingénieures et des taux d'inscription et de diplomation des femmes dans les programmes de génie, tandis que le groupe de travail « Maternelle à fin secondaire » s'est réuni pour discuter des données les plus récentes sur l'initiative 30 en 30 et d'un guide de sensibilisation qui sera publié dans notre site Web en novembre.

Le Comité consultatif autochtone d'Ingénieurs Canada s'est réuni virtuellement pour discuter de l'état d'avancement du rapport sur la participation des Autochtones au génie, qui sera publié dans notre site Web plus tard cet automne. Le comité a également fait un suivi sur le guide [Reconnaissance des Premières Nations et des territoires ancestraux](#) et sur la décolonisation et l'autochtonisation de la formation en génie.

Ingénieurs Canada a participé aux réunions du Conseil consultatif autochtone canadien (CCAC), qui fait partie de l'American Indian Science and Engineering Society (AISES). Mentionnons qu'Ingénieurs Canada a joué un rôle majeur dans la création du Conseil consultatif autochtone canadien (CCAC).

Ingénieurs Canada a également participé à la [conférence nationale](#) de l'AISES. Cette conférence comprenait des séances sur l'ingénierie, la conception et l'éthique autochtones, des présentations sur des travaux de recherche dans les STIM menés par des universitaires autochtones, et des séances de réseautage et de

développement professionnel à l'intention des étudiants et des professionnels autochtones.

Diffusion

Les groupes de travail responsables de l'engagement numérique et de la campagne visant les réseaux sociaux se sont réunis pour discuter de l'élaboration conjointe de quatre initiatives d'engagement numérique ciblant les jeunes de 4 à 25 ans.

Prix et bourses d'études

Le conseil d'Ingénieurs Canada a approuvé les recommandations résultant de l'examen du programme de bourses. Aucun changement ne sera apporté aux bourses d'études supérieures, mais Ingénieurs Canada créera une bourse d'études de premier cycle lors de l'ouverture du cycle de bourses d'études en novembre. Afin d'accroître le nombre et la valeur des bourses d'études de premier cycle, le dîner officiel des lauréats sera annulé, tel que recommandé.

La période de mise en candidature pour les prix et les bourses d'études s'ouvrira en novembre.

Briefing Note – Decision

C-537-3.0

CONSENT AGENDA

Purpose: To approve the items contained in the consent agenda

Motion(s) to consider: (requires a simple majority of votes cast to carry)

That the consent agenda be approved.

Prepared by: Dale Power, Secretariat Administrator

Routine agenda items that may be approved without debate are included in a consent agenda and may be moved in a single motion. However, the minutes of the meeting will reflect each item as if it was dealt with separately. Including routine items on a consent agenda expedites the meeting.

Items included on the consent agenda may be removed and dealt with separately if they contain issues or matters that require review.

Please review the minutes ahead of time for errors or omissions and advise Dale Power (416-224-1100, extension 1130 or dpower@peo.on.ca) if there are any required revisions prior to the meeting so that the minutes, when presented, may be considered within the consent agenda.

The following items are contained in the consent agenda:

- 3.1 Minutes – 536th Council meeting – September 25, 2020
- 3.2 Approval of CEDC Applications
- 3.3 30 x 30 Metrics
- 3.4
 - 3.4a. - Changes to 2020 Committees & Task Forces Roster
 - 3.4b. - 2021 Committees and Task Forces Roster
 - 3.4c. - Committee/Task Force Terms of Reference
 - Experience Requirements Committee (ERC)
 - Experience Requirements Committee - Sub-Committee (ERCSC)
 - Volunteer Leadership Conference Planning Committee Governance Items (VLCPC)
 - 3.4d. - Committee/Task Force Annual Work & HR Plans
- 3.5 Re-Appointment to the Canadian Engineering Accreditation Board (CEAB)

Briefing Note - Decision

C-537-3.1

OPEN SESSION MINUTES – 536th Council Meeting – September 25, 2020

Purpose: To record that the minutes of the open session of the 536th meeting of Council accurately reflect the business transacted at those meetings.

Motion to consider: (requires a simple majority of votes cast to carry)

That the minutes of the 536th meeting of Council, held September 25, 2020, as presented to the meeting at C-537-3.1, Appendix A, accurately reflect the business transacted at that meeting.

Prepared by: Dale Power, Secretariat Administrator

1. Need for PEO Action

In accordance with best business practices, Council should record that minutes of an open session of a meeting of Council accurately reflect the business transacted at a meeting.

2. Current Policy

Section 25(1) of By-Law No. 1 states that meetings of PEO are to be governed by *Wainberg's Society Meetings*. Rule 27.5 of *Wainberg's* states that "There is no legal requirement to have minutes verified, but it is considered good practice. The motion does not by itself ratify or adopt the business transacted; it merely verifies the minutes as being correct [a correct record of the discussions held and decisions made at the meeting]."

3. Appendices

- Appendix A - Minutes – 536th Council open session meeting – September 25, 2020

Minutes

The 536TH MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was held via teleconference on Friday, September 25, 2020, at 9:00 a.m.

Present:

- M. Sterling, P.Eng., President and Council Chair
- N. Hill, P.Eng., Past President
- C. Bellini, P.Eng., President-Elect
- A. Arenja, P.Eng., Lieutenant Governor-in-Council Appointee
- S. Ausma, P.Eng., Councillor-at-Large
- P. Broad, P.Eng., Western Region Councillor
- R. Brunet, P.Eng., Lieutenant Governor-in-Council Appointee
- T. Bruyere, P.Eng., Lieutenant Governor-in-Council Appointee
- D. Campbell, P.Eng., Vice President
- M. Chan, P.Eng., Councillor-at-Large
- C. Chiddle, P.Eng., Eastern Region Councillor
- P. Cushman, P.Eng., East Central Region Councillor
- L. Cutler, P.Eng., Lieutenant Governor-in-Council Appointee
- A. Dryland, CET, Lieutenant Governor-in-Council Appointee
- W. Kershaw, P.Eng., Western Region Councillor
- Q. C. Jackson Kouakou, Barrister and Solicitor, Lieutenant Governor-in-Council Appointee
- L. MacCumber, P.Eng., West Central Region Councillor
- L. Notash, P.Eng., Councillor-at-Large
- L. Roberge, P.Eng., North Region Councillor
- S. Schelske, P.Eng., Lieutenant Governor-in-Council Appointee
- A. Sinclair, P.Eng., East Central Region Councillor
- R. Subramanian, P.Eng., Northern Region Councillor
- S. Sung, Lieutenant Governor-in-Council Appointee
- W. Turnbull, P.Eng., West Central Region Councillor
- R. Walker, P.Eng., Eastern Region Councillor

Staff:

- D. Abrahams, General Counsel
- N. Axworthy, Editor, Engineering Dimensions
- J. Chau, P.Eng., Manager, Government Liaison Programs
- E. Chor, Research Analyst, Secretariat
- B. Ennis, P.Eng., Director, Policy and Professional Affairs
- C. Knox, P.Eng., Manager, Enforcement, Regulatory Compliance
- L. Latham, P.Eng., Deputy Registrar, Regulatory Compliance
- R. Martin, Manager, Secretariat
- J. Max, Manager, Policy
- C. Mehta, Director, Finance
- D. Power, Secretariat Administrator
- D. Smith, Director, Communications
- B. St. Jean, Senior Executive Assistant
- M. Wehrle, Director, Information Technology
- J. Zuccon, P.Eng., CEO and Registrar

Guests: M. Bazallo, Compliance Analyst, OFC
D.A. Brown, Governance Solutions Inc.
D.L. Brown, Governance Solutions Inc.
H. Brown, CEO, Brown & Cohen
D. Chui, P.Eng., PEO Director, Engineers Canada
L. Lukinuk, Parliamentary Services
K. Reid, Engineers Canada Director
S. Perruzza, Ontario Society for Professional Engineers
C. Sadr, P.Eng., PEO Director, Engineers Canada

Council convened at 9:00 a.m. on Friday, September 25, 2020.

CALL TO ORDER

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

President Sterling conducted an attendance roll call, introducing the new Lieutenant Governor-in-Council appointee S. Schelske, PEO staff, and guests. The virtual meeting procedures were reviewed.

**12234
APPROVAL OF AGENDA**

The agenda was presented. Councillors Notash and Broad requested a discussion of the minutes of the 535th PEO Council meeting, and it was agreed that the minutes would be removed from the consent agenda.

Moved by Councillor Arenja, seconded by Councillor Kershaw:

That:

- a) **The agenda, as presented to the meeting at C-536-1.2, Appendix A, be approved as amended; and**
- b) **The Chair be authorized to suspend the regular order of business.**

CARRIED

**12235
CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**12236
PRESIDENT'S REPORT**

President Sterling reported on the execution of her role in assisting Council to carry out its governance and fiduciary responsibilities to fulfill PEO's mandate.

Governance: The Executive Committee had secured a governance consultant to guide the execution of the previously approved governance roadmap. After an RFP process, Governance Solutions Inc. (GSI) had been contracted until April 2022. On September 12, 2020, the first strategic conversation session of Council was held to allow open discussion regarding PEO governance.

Visioning: Visioning work for a new PEO strategic plan began in June 2020 with a volunteer leadership conference that explored future scenarios involving the impact of digital and physical technologies. A consultation was also conducted with PEO senior management regarding the public's expectations of the engineering practice.

Relationship Between Council and the CEO/Registrar: A significant number of Council work hours had been conducted alongside the CEO/Registrar, the leadership team, and volunteer colleagues; which was indicative of the degree of transition the organization was undertaking while also navigating the pandemic.

Ex-Officio Member of Council Committees: During summer 2020, President Sterling had supported the Finance Committee, the Committee on Volunteers, the Government Liaison Committee, and the Legislation Committee.

Member Relations: A President's newsletter had been initiated following President Sterling's first 30 days in office. The 2021 annual general meeting will be held in Ottawa on May 24, 2021.

External Relations: A meeting was held with the Council of Engineering Deans of Ontario to discuss strategies for the modernization of the academic qualifications for license. President Sterling also represented PEO at various external and internal meetings and events.

12237 CEO/REGISTRAR'S REPORT

J. Zuccon provided an update on licensee stabilization, the digitization of the licensing process, and the building of organizational capacity through recruitment. President Sterling invited questions and comments on the CEO/Registrar's report.

Past President Hill inquired about the status of the activity filter, in particular regulatory items, the mitigation of COVID-19 risks, and the inclusivity strategy. She also requested that licensing data be reported to Council in greater detail. J. Zuccon stated that a more fulsome report on the activity filter would be provided to Council in November 2020. PEO was taking every precaution regarding COVID-19 risks at the PEO building and would consider holding disciplinary hearings virtually. L. Holden, HR Director, would be taking the lead on execution of the inclusivity strategy.

Councillor Broad asked whether the ongoing closure of the office and staffing vacancies had hindered PEO's licensing processes. J. Zuccon stated that the paper application backlog had been reviewed and a digital application process has been in place since

June.

Councillor Notash highlighted the delay in ARC gaining access to files required to review and approve licenses for non-CEAB international graduates. She also requested more information regarding the 90% National Professional Practice Exam (NPPE) success rate and the deputy registrar vacancies. J. Zuccon and L. Latham reported that a digital system for ARC members to view files remotely was close to completion.

Council requested that the CEO/Registrar provide Council with more granular licensing data and data regarding the relationship between the NPPE success rate and the Professional Practice Exam (PPE) pass rate.

12238
EXECUTIVE COMMITTEE REPORT

The floor was opened to discussion on the draft timed work plan for the governance roadmap, as provided to Councillors for their information. The Councillors discussed the impacts of transitioning from an intervening Board to a governance Board. Concerns were expressed that Council intervention would prevent long overdue governance changes and that it would not be possible to complete the governance roadmap in the allotted two-year period.

Council agreed that a notice of motion for the timed work plan would be presented at the November 2020 Council meeting for decision.

President Sterling will ensure that the version of the governance roadmap timed work plan presented to Council is the same as the version used in the September 12, 2020 strategic conversation session.

12239
BYLAW CHANGE – NPPE FEE INCREASE

President Sterling introduced a motion in follow-up to a decision of Council to administer national professional practice examination (NPPE) fees on a revenue-neutral basis. Council discussed whether specific fee amounts should be included in motions; D. Abrahams advised that this had been the practice of PEO and that the removal of specific fee amounts from the bylaws could be reviewed on a more global basis. It was confirmed that the fee amounts reflected the supplier contracts and would stand for the contract terms.

Motion required a 2/3 majority of votes cast to carry

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

To amend s.39(22)a of Bylaw No. 1 as follows, effective as per the

listed dates below:

- a) For each writing of the National Professional Practice Examination or equivalent examination that is approved for this purpose,
\$225.50 as of November 1, 2020,
\$231.14 as of November 1, 2021,
\$236.92 as of November 1, 2022, and
\$242.84 as of November 1, 2023.

CARRIED

**12240
LICENSURE MODEL FOR
SELF-EMPLOYED GRADUATES**

Councillor Sterling introduced a motion brought forward by Councillor Walker to investigate the licensing complexities related to entrepreneurs or self-employed individuals.

Moved by Councillor Walker, seconded by Councillor Subramanian:

That PEO staff investigate and report back to Council by January 2021 on the extent of engineering graduates who become entrepreneurs or self-employed in Ontario, and alternative pathways to experience requirements that do not require a minimum of one-year supervision by a P. Eng.

Councillor Cutler suggested that the motion be broadened to include engineers working within a company, but not supervised by another engineer. Councillor Walker accepted the friendly amendment. President Sterling called for any objections, and an objection from Councillor Notash was noted. The floor was opened to discussion of the amendment. Following discussion, the vote was called.

Moved by Councillor Cutler, seconded by Councillor Roberge:

That the above motion be amended to insert *"and engineering graduates without P.Eng. supervision"*, between the words *"self-employed"* and *"in Ontario."*

CARRIED

The Board resumed the discussion of the motion, as amended.

Moved by Councillor Notash, seconded by Councillor Kershaw:

To refer the main motion to the next meetings of LIC and ERC, with direction from the authors of the briefing note, and provide feedback to the following Council meeting for discussion.

Councillors Notash and Kershaw noted that the LIC and ERC were in the process of discussing the issue and should be allowed an

opportunity for peer review. Other Councillors felt that that motion referred to an operational matter and that staff could consult with the relevant committees as required. A vote was called; Councillor Notash requested that the results of the vote be recorded.

**DEFEATED
Recorded Vote**

<u>For</u>	<u>Against</u>	<u>Abstain</u>
P. Broad	A. Arenja	S. Ausma
C. Chiddle	C. Bellini	T. Bruyere
P. Cushman	R. Brunet	Q. Jackson Kouakou
W. Kershaw	D. Campbell	
L. Notash	M. Chan	
R. Subramanian	L. Cutler	
	A. Dryland	
	N. Hill	
	L. MacCumber	
	L. Roberge	
	S. Schelske	
	A. Sinclair	
	S. Sung	
	W. Turnbull	
	R. Walker	

Discussion of the main motion resumed.

Moved by Past President Hill, seconded Vice-President Campbell:

To substitute the original motion with “Council asks staff to report on the extent that a risk or opportunity exists for licensure available to engineering entrepreneurs and innovators who would be unable to satisfy the current supervised experience requirement, and their recommendations to address this risk or take advantage of this opportunity.”

DEFEATED

Moved by Councillor Walker, seconded by Councillor Subramanian:

That PEO staff investigate and report back to Council by January 2021 on the extent of engineering graduates who become entrepreneurs or self-employed or engineering graduates without P.Eng. supervision in Ontario and alternative pathways to the experience requirements that do not require a minimum of one year of supervision by a P.Eng.

MAIN MOTION AS AMENDED CARRIED

**12241
2021 OPERATING BUDGET**

President Sterling presented the operating budget as an information item, noting that the budget would be presented to

Council in November 2020 for decision. Councillor Cutler, Finance Committee Chair, spoke to the item. A \$5 million surplus was projected for 2020 due to operational changes related to COVID-19. The budget documents had been streamlined for Council review, as part of their control and oversight role.

Councillor Chan asked whether the projected \$5 million surplus for 2020 would have any tax implications. C. Mehta stated that the surplus was acceptable.

12242
2021 CAPITAL BUDGET

President Sterling presented the capital budget as an information item. Councillor Cutler noted that the capital budget of \$240,000 consisted almost exclusively of activities related to the building.

President-Elect Bellini inquired as to the status of tenant inducements for leasehold improvements to the fourth, fifth, and eighth floors of the PEO building, which were not included in the 2021 capital budget. C. Mehta advised that the fourth floor space had been completely leased; vacant space on the fifth and eighth floors would be used by PEO.

Past President Hill asked whether there would be a redesign of the office space due to COVID-19. C. Mehta stated that a consultant had been hired to provide advice on COVID-19 related office arrangements. Further information would be provided to Council in November 2020.

12243
REGISTRAR'S RECOMMENDATIONS ON
2020 AGM SUBMISSIONS

President Sterling introduced a discussion of the AGM submissions that had been reviewed by staff.

AGM Submission 1 – ISO 9001:2015 Certification: Staff recommended that the matter not be pursued at this time.

AGM Submission 2 – Regional Town Hall Meetings: Staff recommended that the matter not be pursued, pending further consultation on the content of the meetings.

AGM Submission 3 – Digital Seals for PEO Licence Holders: Councillor MacCumber stated that the standards committee had investigated the use of seals and recommended subscribing to Notarius for use by license holders on a voluntary basis. The subscription cost to PEO was minimal. Councillors asked why Notarius was selected over other providers, noting that other methodologies were available for affixing signatures digitally. B. Ennis stated that Notarius provided an additional step of linking to a database of all current license holders, that Notarius was used by all other provincial regulators, and that licence holders had requested that PEO offer the service.

Councillor Kershaw inquired as to why PEO would expose the seal to a third-party company. B. Ennis noted that incorrect usage of the seal had not been observed by PEO and was not a risk.

Moved by Councillor MacCumber, seconded by Councillor Subramanian:

That Council approve the recommendation that PEO join the Notarius program in order to provide PEO licence holders with the opportunity to subscribe to the digital certification service on a voluntary basis and direct the CEO/Registrar to take the steps necessary to implement this recommendation, including communication of this action to all PEO license holders.

CARRIED

12244

PEO SKILLS AND ATTRIBUTES MATRIX

Past President Hill introduced a motion to formalize the use of a skills and attributes matrix pertaining to lieutenant governor-in-council appointees, as a governance best practice. Councillors asked whether the Attorney General's office had requested or expressed interest in using such a matrix. Past President Hill and J. Chau advised that the Attorney General and the Public Appointments Secretariat's office viewed the tool in a positive manner. The tool would not be used in regard to elected members at this time.

Moved by Past President Hill, seconded by Councillor Arenja:

That Council approve the PEO skills and attributes matrix, as presented to the meeting at C-536-2.9, Appendix A.

CARRIED

12245

ANTI-RACISM STRATEGY

Councillor Cushman introduced the motion, stating that it responded to the broader occurrence of systematic racism and provided an opportunity to ensure PEO was protected from any such issues.

Moved by Councillor Cushman, seconded by Councillor MacCumber:

That Council authorize the creation of a racial equity monitoring committee, consisting of a minimum of five independent members of PEO who self-identify as having experienced racism in the past to study any elements of racism or discrimination within the profession and to propose appropriate remedies.

Many Councillors spoke in support of the intent of the motion. Concerns were expressed regarding the mechanism of a racial

equity monitoring committee. It was noted that there was an existing PEO equity, diversity, and inclusion committee, which had not been effective to date and may require renewal and restructuring. Others suggested that a third-party consultant would be better suited to investigate bias in the licensing and disciplinary processes.

The need for a broader investigation of systemic racism in the engineering profession in Ontario was noted; however, it was stated that that was outside of the mandate of PEO. A review of the existing PEO equity and diversity policy was also suggested.

J. Zuccon stated that he would work with Councillors Cushman and MacCumber and the HR Director to present a plan to Council.

Moved by Councillor Arenja, seconded by Councillor Turnbull:

Motion to postpone the original motion to the November 2020 Council meeting and direct the CEO/Registrar to work with the mover and seconder of the motion to investigate the problem of racism and racial inequity in PEO's culture and operations and return to Council with a recommendation on how to proceed.

CARRIED

**12246
2020 VITAL SIGNS SURVEY REPORT**

President Sterling advised that the vital signs survey results would be relevant to the activities conducted under Phase 2 of the governance roadmap

**12247
ENGINEERS CANADA DIRECTORS REPORT**

K. Reid advised that D. Chui had been elected president-elect of Engineers Canada. Engineers Canada held a strategic planning workshop in August 2020, and that information sessions would be held with regulators for consultation purposes in fall 2020.

**12248
OPEM SESSION MINUTES OF THE 535TH
MEETING OF COUNCIL**

This item was pulled from the consent agenda and voting on separately. Council reviewed the minutes and made the following amendments:

- That Page 203 of the meeting package, referencing the public minutes, reflect that Councillor Notash had requested that the vote be recorded. That vote was 21 in favour and three against.
- That the appendix for item 3.5 "2020 PEO Annual Committees and Task Forces Membership Roster", page 24 under mandate for the Western Regional Election and Search Committee be corrected to read "To find, motivate and act as a resource for suitable potential candidates for the election of Western Regional Councillor rather than East Central Regional Councillor.

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

That the minutes of the 535th meeting of Council, held June 19, 2020, as presented to the meeting at C-536-3.1, Appendices A and B, accurately reflect the business transacted at that meeting, as amended.

CARRIED

**12249
CONSENT AGENDA**

Moved by Councillor Roberge, seconded by Councillor Arenja:

That the consent agenda be approved, including:

- Minutes of the 534th open session meeting of Council
- Legislation Committee 2020-2021 work plan
- Approval of Consulting Engineer Designation applications
- Changes to the 2020 Committees and Task Forces Membership Roster
- Revised 30 by 30 Task Force end of term report

CARRIED

**12250
OPEN SESSION MINUTES OF THE 535TH
MEETING OF COUNCIL**

That the minutes of the 534th meeting of Council, held May 30, 2020, as presented to the meeting at C-536-3.1, Appendix A, accurately reflect the business transacted at that meeting.

CARRIED

**12251
LEGISLATION COMMITTEE 2020-2021
WORKPLAN**

That Council approve the Legislation Committee 2020-21 Workplan as presented to the meeting at C-536-3.2, Appendix A.

CARRIED

**12252
CONSULTING ENGINEER DESIGNATION
APPLICATIONS**

That Council:

1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as presented to the meeting at C-536-3.3, Appendix A, Section 1.

2. That Council approve the applications for re-designation as Consulting Engineer as presented to the meeting at C-536-3.3, 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-536-3.3, Appendix A, Section 3.

CARRIED

**12253
CHANGES TO THE 2020 COMMITTEES
AND TASK FORCES MEMBERSHIP ROSTER**

That Council approve changes to the 2020 PEO Committees and Task Forces Membership Roster as presented to the meeting at C-536-3.4, Appendix A.

CARRIED

**12254
REVISED 30 X 30 TASK FORCE END OF
TERM**

That Council approves the extension of the 30 by 30 Task Force by one additional year to 31 December 2021 with funding in the amount of \$10,000.

CARRIED

**12255
NEW BUSINESS**

President Sterling invited any new business from Council.

Council Agenda: Councillor Notash recommended that briefing notes submitted to Council by a chapter or Councillor should be referred to the relevant committee for peer review. Review provided by the committee should then be attached to the briefing note for Council consideration.

Moved by Councillor Subramanian, seconded by Councillor Ausma:

That Council move in-camera.

CARRIED

The guests left the meeting.

**12256
IN-CAMERA**

While in-camera, Council:

- a. Verified the in-camera minutes from the 534th meeting of Council, held May 30, 2020, and the 535th meeting of Council, held June 19, 2020
- b. Approved a number of regulatory concerns raised over the past decade
- c. Received a report from the Discipline Committee
- d. Received legal updates, including decisions and reasons
- e. Approved the appointment of the Official Elections Agent for 2021, 2022 and 2023
- f. There were no Councillor violations of the anti-workplace harassment and anti-workplace violence policies to consider
- g. Discussed Councillor items

**12257
APPOINTMENT OF CHIEF ELECTIONS
AGENT**

[Secretariat Note: The following in-camera resolution from the September 2020 Council meeting was returned to open session:]

That Council confirm the reappointment of ClearPicture as the Official Elections Agent for the 2021, 2022 and 2023 Council elections.

CARRIED

There being no further business, the meeting concluded.

These minutes consist of twelve pages and Items 12234 to 12257 inclusive.

M. Sterling, P.Eng., Chair

R. Martin, Manager, Secretariat

Briefing Note – Decision

CONSULTING ENGINEER DESIGNATION APPLICATIONS

Purpose: Under Section 61(2) of Regulation 941 under the *Professional Engineers Act*, the Consulting Engineer Designation Committee (CEDC) may make recommendations to Council in respect of all matters relating to application for designation as a consulting engineer. The CEDC is recommending that Council approve the following motions.

Motion(s) for Council to consider: (requires a simple majority of votes cast to carry)

1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as presented to the meeting at C-537-3.2, Appendix A, Section 1.
2. That Council approve the applications for re-designation as Consulting Engineer as presented to the meeting at C-537-3.2, 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-537-3.2 Appendix A, Section 3.

Prepared by: Cliff Knox, P.Eng, Division Manager (Acting), Licensing & Registration; and Imelda Suarez, Staff Support

Moved by: Christian Bellini, P.Eng.

1. Need for PEO Action

Council needs to accept the recommendations of the Consulting Engineer Designation Committee (CEDC) with respect to the applications submitted for its consideration before the applicants are informed of the PEO's decision with respect to their application.

2. Proposed Action / Recommendation

That Council approve/deny the applications for designation and redesignation.

3. Next Steps (if motion approved)

The applicants will be advised of Council's decision with respect to their applications.

4. Peer Review & Process Followed

Process Followed	All applications were reviewed by PEO staff, the Regional Subcommittees of CEDC and later approved by CEDC on October 29, 2020.
Council Identified Review	Not applicable. Required by Regulation.
Actual Motion Review	As stated under above process.

5. Appendices

- Appendix A – Report of the Consulting Engineer Designation Committee
- Appendix B – Legal Implications

C-537-3.2
Appendix A

To the 537th Meeting of the Council of
Professional Engineers Ontario

REPORT OF THE CONSULTING ENGINEER DESIGNATION COMMITTEE

Chair: Steve van der Woerd, P.Eng.

- 1. The Committee has reviewed the following applications for DESIGNATION** and recommends to Council that these **5** applicants be exempted from examinations pursuant to Section 56(2) of O.Reg.941 and that they be considered for **DESIGNATION AS CONSULTING ENGINEER**, having met the requirements pursuant to Section 56(1) of O.Reg.941:

#	P.Eng.	Company Name	Address	Licence #
1.1	Broomfield, Derek	Intratech Engineering Laboratories Ltd.	31-1080 Tapscott Rd, Scarborough ON, M1X 1E7	100009982
1.2	El Annan, Jaafar	SNP Technical Services Inc.	100-1880 Assumption St, Windsor ON, N8Y 1C4	100197800
1.3	Givehchi, Mohammad	Enocan Inc.	380 Seneca Crt, Newmarket ON, L3X 2C8	100188232
1.4	Pilgrim, Steven	McIntosh Perry Consulting Engineers Ltd.	1-1329 Gardiners Rd, Kingston ON, K7P 0L8	100103240
1.5	Taylor, Bradley	JC Kenyon Engineering	2424 College Ave, Regina SK, S4P 1C8	100149187

- 2. The Committee has reviewed the following applications for REDESIGNATION** and recommends to Council that these **35** applicants be granted **REDESIGNATION AS CONSULTING ENGINEER**, having met the requirements pursuant to Section 57(2) of O.Reg.941:

#	P.Eng.	Company Name	Address	Licence #
2.1	Albanese, Paolo	FP&P HydraTek Inc.	204-216 Chrislea Rd, Vaughan ON, L4L 8S5	100051702
2.2	Arshad, Farooq	Morrison Hershfield Ltd.	300-125 Commerce Valley Dr W, Markham ON, L3T 7W4	90228081
2.3	Brown, Marianne	Orr Brown Consulting Engineers Ltd.	126-1063 King Street W, Hamilton ON, L8S 4S3	90419904

2.4	Capes, Clayton	CAPEs Engineering Ltd.	355310 Blue Mountains-Euphrasia Townline, Clarksburg ON, N0H 1J0	100056104
2.5	El-Hamzawi, Adel	El-Hamzawi Engineering Ltd.	1097 Old Mohawk Rd, Ancaster ON, L9G 3K9	13028014
2.6	Ferrera, Renzo	RAF Engineering	1024 Allandale Dr, Sarnia ON, N7S 3E4	100016623
2.7	Filinov, Zoran	R.V. Anderson & Associates Ltd.	300-2001 Sheppard Ave E, North York ON, M2E 4Z8	90206624
2.8	Galimanis, Larry	Patriot Engineering Ltd.	62-80 Nashville Rd, Scarborough ON, M1V 5E4	15392509
2.9	Hindi, Raid	Jain Sustainability Consultants Inc.	7405 East Danbro Cres, Mississauga ON, L5N 6P8	100038110
2.10	Horgan, Jeremiah	Candevcon Ltd.	9258 Goreway Dr, Brampton ON, L6P 0M7	20387015
2.11	Hubbert, John	JD Hubbert & Associates Ltd.	2104-299 Mill Rd, Etobicoke ON, M9C 4V9	20712014
2.12	Huitema, Henricus (Hank)	Kalos Engineering Inc.	300 York Blvd, Hamilton ON, L8R 3K6	20860706
2.13	Keenan, Paul	Keenan, Paul	16 Kimbermount Dr, Scarborough ON, M1T 2X9	23171010
2.14	Khawja, Habib	Adee Consultants Ltd.	3383 Loyalist Dr, Mississauga ON, L5L 4Y4	23635014
2.15	Krpan, Ivica (John)	The Odan/Detech Group Inc.	107-5230 South Service Rd, Burlington ON, L7L 5K2	24793507
2.16	Kulba, Peter	Brenik Engineering Inc.	10-201 Millway Ave, Concord ON, L4K 5K8	24914012
2.17	MacDonald, Matthew	Jewell Engineering Inc.	1-71 Millennium Pkwy, Belleville ON, K8N 4Z5	100070271
2.18	Mak, Tony	T.L. Mak Engineering Consultants Ltd.	218-1455 Youville ON, K1C 6Z7	28709509
2.19	Marra, Adriano	Four Corners Engineering	7171 2nd Line, Tottenham ON, L0G 1W0	90530262
2.20	McEwen, Leslie (Robert)	Robert G. McEwen & Associates Ltd.	326 Ashley St, Unit B, Foxboro ON, K0K 2B0	30343016
2.21	Michalski, Mark	Voith Hydro	2185 North Sheridan Way, Mississauga ON, L5K 1A4	90441833
2.22	Miles, Frank	Intratech Engineering Laboratories Ltd.	31-1080 Tapscott Rd, Scarborough ON, M1X 1E7	31661507
2.23	Nascimento, Carlos	Peto MacCallum Ltd.	165 Cartwright Ave, Toronto ON, M6A 1V5	33549015
2.24	Norrie, Lyle	Norrie Engineering Inc.	24 Stoneglen Dr, Etobicoke ON, M9C 2V5	34271015
2.25	Nunez, Catalina	MuirTec Inc.	PO Box 20095, Pioneer Park, Kitchener ON, N2P 2B4	100142974

2.26	O'Rourke, Tom	T.H. O'Rourke Structural Consultants Inc.	PO Box 599, Stouffville ON, L4A 7Z7	34891507
2.27	Powell, William	McGregor Allsop Ltd.	1 Concorde Gate, Suite 808, Box 65, Toronto ON, M3C 3N6	90314014
2.28	Proper, Nathanael	Tacoma Engineers Inc.	176 Speedvale Ave W, Guelph ON, N1H 1C3	90540972
2.29	Robinson, John	Tyne Engineering Inc.	730 Darlene Crt, Burlington ON, L7L 5V1	39341011
2.30	Rood, Gerardus	Rood Engineering Inc.	9 Nelson St, Leamington ON, N8H 1G6	39593504
2.31	Sarvinis, Philip	Read Jones Christoffersen Ltd.	400-100 University Ave, Toronto ON, M5J 1V6	90282195
2.32	Scott, Shawn	R.V. Anderson & Associates Ltd.	300-2001 Sheppard Ave E, North York ON, M2E 4Z8	90365800
2.33	Smith, Terrence	T. Smith Engineering Inc.	707 Kipling Ave, Toronto ON, M8Z 5G4	100012996
2.34	Sudic, Brian	CIMA+	500-5935 Airport Rd, Mississauga ON, L4V 1W5	90416504
2.35	Wong, Lui	L.S. Wong and Associates Inc.	24 Bembridge Dr, Markham ON, L6C 0J8	100089372

3. The Committee recommends to Council that the following **10 FIRMS** be granted **PERMISSION TO USE THE TITLE "CONSULTING ENGINEERS"** (or variations thereof), having met the requirements pursuant to Section 68 of O.Reg.941:

#	Company Name	Address	Designated Consulting Engineer(s)
3.1	Ellis Engineering Inc.	201-214 Martindale Rd, St Catharines ON, L2N 7A6	Brian Ellis, P.Eng.
3.2	E-Lumen International Inc.	204 & 205 595 Cityview Blvd, Vaughan ON, L4H 3M7	Felicetto Santia, P.Eng.
3.3	Fisher Engineering Limited	15-400 Esna Park Dr, Markham ON, L3R 3K2	Davor Fisher, P.Eng.
3.4	GVB Engineering Inc.	4 Mather Crt, Thornhill ON, L4J 3A8	Gleb Babkine, P.Eng.
3.5	HGS Limited	100 - 3100 Temple Dr, Windsor ON, N8W 5J6	Kenneth Kapusniak, P.Eng.
3.6	Lithos Group Inc.	150 Bermoudsey Rd, Scarborough ON, M1A 1Y1	Nikolaos Moutzouris, P.Eng.
3.7	Lonergan Engineering Inc.	4 Industrial Parkway S, Aurora ON, L4G 3W1	Michael Lonergan, P.Eng.
3.8	Paterson Group Inc.	154 Colonnade Rd S, Nepean ON, K2E 7J5	David Gilbert, P.Eng.
3.9	Sigma Can Engineering Inc.	20-2861 Sherwood Heights Dr, Oakville ON, L6J 7K1	Magdy Attia, P.Eng.
3.10	Spriet Associates London Limited	155 York St, London ON, N6A 1A8	Michael DeVos, P.Eng., and Christopher Lierman, P.Eng.

C-537-3.2
Appendix B

CONSULTING ENGINEER DESIGNATION APPLICATIONS

Legal Implications/Authority

1. Pursuant to Section 56(2), Council has the authority to exempt an applicant from any of the examinations required by section 56(1) to be taken by an applicant for a Consulting Engineer Designation if Council is satisfied that the applicant has appropriate qualifications.

Pursuant to Section 56(1) Council **shall** designate as a Consulting Engineer every applicant for the Designation who meets the requirements set out in Section 56(1)(a-d). As a result there does not appear to be any discretion for Council to refuse applicants who meet the requirements.

2. Pursuant to Section 57(2) Council **shall** redesignate as a consulting engineer every applicant who meets the requirements of section 57(2) (a-c). As a result there does not appear to be any discretion for Council to refuse applicants who meet the requirements.