



# Minutes - *approved*

## ADVISORY COMMITTEE ON VOLUNTEERS (ACV)

**Date:** Thursday, April 1, 2021

**Location:** Zoom videoconference

**Time:** 5:00pm – 7:00pm

<b>Attendance:</b>	<p>Michael Wesa, P.Eng. – Chair Sola Abolade, P.Eng. Christian Bellini, P.Eng. Márta Ecsedi, P.Eng. Vicki Hilborn, P.Eng. Lisa Lovery, P.Eng. Sean McCann, P.Eng. Eric Nejat, P.Eng. Nick Shelton, P.Eng.</p> <p>Regrets: Saif Rehman, P.Eng. – Vice Chair</p> <p><b>Staff:</b> Viktoria Aleksandrova – Committee Coordinator (Staff Support)</p>
<b>AGENDA ITEMS</b>	ROUTINE BUSINESS
<b>1.1 Welcome and Introduction</b>	The Chair welcomed everyone and called the meeting to order at 5:03pm.
<b>AGENDA ITEMS</b>	ROUTINE BUSINESS
<b>1.2 Approval of Agenda</b>	<p>Moved by M. Ecsedi, seconded by S. McCann:</p> <p><b>That the Agenda be approved as presented. CARRIED.</b></p>
<b>1.3 Approval of Minutes (February 4, 2021)</b>	<p>Moved by V. Hilborn, seconded by N. Shelton:</p> <p><b>That the Minutes of the ACV meeting held on February 4, 2021 be approved as amended. CARRIED.</b></p> <p>Added: <i>Item 2.1</i> ACV recommended that PSC Chair comes back to the ACV if any further help is require related to recruitment of new members.</p> <p><b>Action:</b></p>



	<ul style="list-style-type: none"> <li>- Staff to ensure that Minutes of 2020 are posted on PEO's website.</li> </ul>
<b>1.4 Council Update</b>	<p>C. Bellini highlighted Council directives from February and March meetings, as follows:</p> <p><u>February:</u></p> <ul style="list-style-type: none"> <li>- New rules of order for meetings (Nathan &amp; Goldfarb)</li> <li>- Report re: licensure applicants</li> <li>- Motion considered to rescind motion on CPD referendum</li> </ul> <p><u>March:</u></p> <ul style="list-style-type: none"> <li>- Engineers Canada – 3-year strategic plan</li> <li>- Governance project (Council Charter, President/Chair Charter, CEO/Registrar, other governance committees – laid out responsibilities for Council and CEO/Registrar)</li> </ul>
<b>2. REQUESTS FROM COMMITTEES AND TASK FORCES</b>	
	No requests
<b>3. BUSINESS ARISING FROM PREVIOUS MINUTES AND ACTION ITEMS</b>	
<b>3.1 2021 Committee Chairs Workshop subcommittee – Update</b>	This item was deferred to the next meeting.
<b>3.2 Vital Signs Survey – Action Plan template</b>	<p>It was decided to keep this item on the ACV's action list until the new committee structure is developed.</p> <p>Regarding the letter sent by the LEC staff directly to the ACV Chair, Viktoria noted that it was a misunderstanding on the part of the admin staff as typically all communication is conducted through committees' staff support. S. McCann suggested that Viktoria acted as a mentor to the LEC staff and advised them of the appropriate communication protocols.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- ACV to refine its own Action Plan as a model plan for other committees to follow.</li> <li>- ACV Chair to create an inventory of what other committees ACV members currently sit on</li> <li>- Q35 (Determine ACV's relevance) is on the back burner</li> <li>-</li> </ul>
<b>3.3 Volunteer Leadership Conference Planning Committee (VLCPC) - Update</b>	<p>M. Ecsedi provided an update that the committee has developed a draft agenda and is planning to have a meeting with the speaker to discuss further details of his presentation and breakouts.</p> <p>The morning agenda includes welcome remarks and governance review presentation by then-President Marisa Sterling, followed by a</p>



	<p>presentation by President-elect Bellini and completed by CEO/Registrar J. Zuccon's report on PEO operations. In the afternoon, the keynote speaker will have an inspirational talk on the topic.</p> <p>The conference theme is: <i>Momentum Toward a Modern PEO.</i></p>
<b>3.4 Government Liaison Committee (GLC) - Update</b>	<p>V. Hilborn reported that the GLC has assigned approx. 90% of reps to individual MPPs. She has been elected as the new GLC Chair. She noted that there have been certain concerns related to the continuation of the government liaison program and the committee's work. Committee is obsessed to continue as a committee, be positive, and "not spin their wheels".</p>
<b>4. OTHER BUSINESS</b>	
<b>4.1 ACV 2020 Annual Report</b>	<p>Staff reported that the report was submitted to the Communications Department for inclusion in the AGM publication.</p>
<b>4.2 Chair's To-Do list</b>	<p>Michael presented some to-do items for further discussion. After the AGM new Council members will be invited to attend a future ACV meeting. Also to determine any training needs for ACV members. Need to discuss the TOR boundaries ACV operates within without Council approval each time.</p>
<b>5. MEETING EVALUATION</b>	
<p>Led by Nick Shelton.</p>	
<b>6. SCHEDULE OF NEXT MEETINGS – AND – ADJOURNMENT</b>	
<b>Future Meetings and Adjournment</b>	<p>The next ACV meeting/event dates:</p> <ul style="list-style-type: none"> <li>- Thursday, June 24</li> <li>- Thursday, August 26</li> <li>- Friday, October 1 – Committee Chairs Workshop</li> <li>- Thursday, October 14</li> <li>- Thursday, December 9</li> </ul> <p>The meeting was adjourned at 6:35pm.</p>