



MINUTES

The 558th MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was a hybrid meeting held at 40 Sheppard Avenue West, Toronto on Friday, June 23, 2023, at 8:30 a.m.

Present:

(In-Person) R. Fraser, P.Eng., President and Council Chair
G. Wowchuk, P.Eng., President-elect
L. Notash, P.Eng., Vice President – Appointed and Councillor-at-Large
V. Banday, P.Eng., Councillor-at-Large
L. Cutler, P.Eng., Lieutenant Governor-in-Council Appointee
D. Kiguel, P.Eng., East Central Region Councillor
T. Kirkby, P.Eng., Eastern Region Councillor
N. Lwin, P.Eng., East Central Region Councillor
S. MacFarlane, P.Eng., Western Region Councillor
P. Mandel, CPA, CBV, Lieutenant Governor-in-Council Appointee
G. Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee
R. Panesar, P.Eng., West Central Region Councillor
L. Roberge, P.Eng., Northern Region Councillor
G. Schjerning, P.Eng., Councillor-at-Large
U. Senaratne, P.Eng., Lieutenant Governor-in-Council Appointee
P. Shankar, P.Eng., West Central Region Councillor
S. Sung, Lieutenant Governor-in-Council Appointee

Present

(Virtual): C. Chahine, P.Eng., Vice President – Elected
A. Arenja, P.Eng., Lieutenant Governor-in-Council Appointee
A. Dryland, CET, Lieutenant Governor-in-Council Appointee
V. Hilborn, P.Eng., Western Region Councillor
M. Liu, P. Eng., Eastern Region Councillor
D. Montgomery, P.Eng., Northern Region Councillor
S. Schelske, P.Eng., Lieutenant Governor-in-Council Appointee

Regrets: N. Colucci, P.Eng., Past President

Staff

(In-Person): J. Quaglietta, P.Eng., CEO/Registrar
D. Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
A. Dixit, P. Eng., VP, Corporate Operations and Digital Transformation
C. Mehta, Director, Finance
L. Papagni, Director, Investigations and Prosecution
K. Praljak, Director, Communications
D. Smith, Director, External Relations
M. Solakhyan, Director, Governance
J. Vera, Director, Licensing
M. Feres, Supervisor, Council Operations (Secretariat)
E. Chor, Research Analyst (Secretariat)
A. Anowar, Council and Committee Coordinator (Secretariat)

Staff

(Virtual): N. Axworthy, Editor, Engineering Dimensions



Guests

(In-Person): C. Bellini, P.Eng., PEO Director, Engineers Canada (at minute 12576)
H. Brown, Brown & Cohen
N. Hill, P.Eng., President, Board of Directors and PEO Director, Engineers Canada
J. Pappano, Parliamentary Services

Guests

(Virtual): C. Bellini, P.Eng., PEO Director, Engineers Canada (to minute 12574)
M. Sterling, P.Eng., PEO Director, Engineers Canada

Council convened at 8:30 a.m. on Friday, June 23, 2023.

CALL TO ORDER

Notice having been given and a quorum being present, President Fraser called the meeting to order; welcomed Councillors, staff, and guests; and made procedural announcements related to the conduct of the meeting.

12564 – APPROVAL OF AGENDA

Moved by Councillor Nikolov, seconded by Councillor Kiguel:

That:

- a) The agenda, as presented to the meeting at C-558-1, Appendix A be approved as presented; and
- b) the Chair be authorized to suspend the regular order of business.

CARRIED
Recorded vote

<u>For: 18</u>	<u>Against: 0</u>	<u>Abstain: 0</u>	<u>No Vote/Abs: 6</u>
V. Bandy			A. Arenja
C. Chahine			N. Colucci
L. Cutler			N. Lwin
A. Dryland			D. Montgomery
V. Hilborn			R. Panesar
D. Kiguel			S. Schelske
T. Kirkby			
M. Liu			
S. MacFarlane			
P. Mandel			
G. Nikolov			
L. Notash			
L. Roberge			
G. Schjerning			
U. Senaratne			
P. Shankar			
S. Sung			
G. Wowchuk			



12565 – DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest declared.

12566 – CONSENT AGENDA

Item 2.2, *Consulting Engineer Designation Applications* was removed from the consent agenda for separate discussion.

Moved by Councillor Panesar, seconded by Councillor Roberge:

That the consent agenda be approved, consisting of:

2.1 Open Session Minutes 556 & 557

2.3 Changes to 2023 Committees Statutory and Regulatory Committees List

2.4 Governance Committee Reports

CARRIED
Recorded Vote

<u>For: 21</u>	<u>Against: 0</u>	<u>Abstain: 1</u>	<u>No Vote/Abs: 2</u>
A. Arenja		S. Sung	N. Colucci
V. Banday			D. Montgomery
C. Chahine			
L. Cutler			
A. Dryland			
V. Hilborn			
D. Kiguel			
T. Kirkby			
M. Liu			
N. Lwin			
S. MacFarlane			
P. Mandel			
G. Nikolov			
L. Notash			
R. Panesar			
L. Roberge			
S. Schelske			
G. Schjerning			
U. Senaratne			
P. Shankar			
G. Wowchuk			

12567 – CONSULTING ENGINEER DESIGNATION APPLICATIONS

There was a discussion regarding the two applications in sections 3 and 4 of Appendix A of the briefing material which are not being recommended for approval. It was suggested that more information is needed regarding the



policy rationale used to determine that they do not currently meet the requirement for designation with respect to being “primarily engaged”.

Moved by Councillor Banday, seconded by Councillor Mandel:

1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.

2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.

3. That the application for designation as a Consulting Engineer as presented to the meeting at C-558, Appendix A, Section 3 be deferred, pending further clarification.

4. That the application for designation as a Consulting Engineer as presented to the meeting at C-558, Appendix A, Section 4 be deferred, pending further clarification.

5. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as presented to the meeting at C-558, Appendix A, Section 5.

CARRIED, AS AMENDED
Recorded vote

For: 22

Against: 0

Abstain: 0

No Vote/Abs: 2

A. Arenja

N. Colucci

V. Banday

D. Montgomery

C. Chahine

L. Cutler

A. Dryland

V. Hilborn

D. Kiguel

T. Kirkby

M. Liu

N. Lwin

S. MacFarlane

P. Mandel

G. Nikolov

L. Notash

R. Panesar

L. Roberge

S. Schelske

G. Schjerning

U. Senaratne

P. Shankar

S. Sung

G. Wowchuk



[D. Montgomery joined the meeting at 8:56 a.m.]

12568 – PRESIDENT’S REPORT

President Fraser reviewed key activities which have taken place since taking office at the Annual General Meeting on April 29, including:

- Council Orientation on May 4.
- Council’ “kick-off” meeting for the term on May 5.
- Launch of the new licensing process on May 15, in compliance with the *Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA)*.
- Ontario Government’s May 23 announcement of the elimination of the requirement for applicants for licensure to have one year of Canadian engineering experience supervised by a P.Eng and its meaning in practical terms. President Fraser thanked Vice President Chahine for representing PEO at the press conference in which the announcement was made.
- Highlights of Engineers Canada’s Spring meetings and Annual Meeting of Members, May 23-27, including the presentation of the PEO President’s message. President Fraser thanked Councillor Kirkby for delivering the message on his behalf.
- Council’s June 1-2 workshop in which there were initial discussions regarding the development of a visioning process to help guide PEO in the decades to come as a regulator of professional engineering in Ontario. President Fraser announced that a Visioning Advisory Group comprised of multiple stakeholders will be established this summer.
- Mississauga Chapter’s licensing ceremony on June 12.
- Governance Committee’s “kick-off” meetings for the term on June 9 (GNC and RPLC) and 13 (AFC and HRCC).
- Executive Committee meeting on June 13, in which external communications was identified as a key area for improvement.
- A webinar on June 22 regarding the new licensing process in which there were roughly 6,000 participants and which resulted in over 2,500 questions for follow-up.
- Order of Honour (OOH) Awards ceremony on June 22.

Following the presentation, there was discussion of the importance of continuing to recognize the achievements and contributions of volunteers and licence holders at events such as licensing ceremonies and OOH Awards. Staff noted that a proposal is in development which will articulate a protocol for PEO officers and senior staff to visit Chapters for major events. The protocol will ensure there is fair and consistent coverage across all 36 Chapters. With respect to the OOH, staff noted that this award ceremony may be part of a larger volunteer-focused event currently being explored for 2024.

There was also a question regarding the Vision Advisory Group and whether it would work according to the Policy Development Framework, pending Council’s approval at this meeting. President Fraser noted that it is anticipated that the framework would apply when and if any of the working group’s outcomes/proposals are recommended to the RPLC for further advancement.

12569 – CEO/REGISTRAR’S REPORT

CEO/Registrar Quaglietta provided highlights of the CEO/Registrar’s Report. A summary is provided below.

- Participation in the North Bay Chapter’s Annual General Meeting (AGM) and Engineering Symposium on April 13 and 14; as well as highlights of other Chapters’ activities during the first five months of 2023.



- Highlights of PEO’s AGM on April 29, including opening remarks by Ontario’s Attorney General; reports on PEO events and achievements in the past year; and President Fraser’s oath of office and inaugural address.
- Attendance at the volunteer appreciation luncheon on May 9, held for PEO volunteers who had served on eight committees that were stood down in February 2023.
- Participation in Engineers Canada’s Spring meetings and Annual Meeting of Members, May 23-27, to discuss the future of regulation in Canada. The event included an update on the 30x30 project, an initiative with the goal of increasing the proportion of newly licensed female-identifying engineers to 30% by 2030; and opportunities to learn about diversity, equity, inclusion, belonging, and accessibility (DEIBA) in workplaces and communities.
- Key data points and updates on areas of the business, including:
 - FARPACTA-compliant licensing application process;
 - continuing professional development or “PEAK”;
 - status of the operational plan and associated projects/initiatives;
 - external relations and the framework being developed to support stakeholder engagement;
 - status of reviews conducted by the Academic Requirements Committee and Experience Requirements Committee;
 - remissions and resignations;
 - enhancements to the customer service model and processes;
 - ongoing efforts to operationalize the Anti-Racism and Equity Code;
 - information on phases 1 and 2 of the digital licence certificates rollout; and
 - revenues and expenses for the four months ended April 30, 2023.

[President-elect Wowchuk chaired minutes 12570 to 12573.]

12570 – APPROVAL OF HRCC WORK PLAN FOR 2023-2024

HRCC Chair, Councillor Roberge, presented the proposed 2023-2024 HRCC work plan including an overview of priority items and topics organized by committee meeting and the associated Council meeting date. It was noted that one of main responsibilities of the HRCC is to oversee the employment relationship with the CEO/Registrar, including the areas of goal-setting and performance evaluation.

Moved by Councillor Roberge, seconded by President Fraser:

That the Work Plan for the Human Resources and Compensation Committee, as submitted to the meeting at C-558-3.3, Appendix A, be approved.

**CARRIED
Recorded vote**

For: 20

- A. Arenja
- C. Chahine
- L. Cutler
- A. Dryland
- R. Fraser
- V. Hilborn

Against: 0

Abstain: 0

No Vote/Abs: 5

- V. Banday
- N. Colucci
- T. Kirkby
- R. Panesar
- G. Schjernerj



- D. Kiguel
- M. Liu
- N. Lwin
- S. MacFarlane
- P. Mandel
- D. Montgomery
- G. Nikolov
- L. Notash
- L. Roberge
- S. Schelske
- U. Senaratne
- P. Shankar
- S. Sung
- G. Wowchuk

12571 – APPROVAL OF AFC WORK PLAN FOR 2023-2024

AFC Chair, Councillor Kirkby, presented the proposed 2023-2024 AFC work plan including an overview of priority items and topics organized by committee meeting and the associated Council meeting date. Areas of discussion are summarized below.

Work Plan Item “Approach to Expense Reimbursement Policy re Travel – OACETT as a Model”: The item name was discussed, including that it may be too restrictive and presupposes a solution. It was noted that as this item was discussed at the June 13 AFC meeting, it is now historical; therefore it is appropriate to keep the description unchanged, and re-visit the issue at a future AFC meeting.

Independent Legal Advice: A question was raised whether this issue should be included in the AFC work plan. It was noted that this is first a policy discussion for Council at another time and, pending the outcome, it may be a matter for the AFC with respect to funds/budget.

Moved by Councillor Kirkby, seconded by Councillor Mandel:

That the Work Plan for the Audit and Finance Committee, as submitted to the meeting at C-558-3.4, Appendix A, be approved.

CARRIED
Recorded vote

<u>For: 21</u>	<u>Against: 2</u>	<u>Abstain: 0</u>	<u>No Vote/Abs: 1</u>
A. Arenja	V. Banday		N. Colucci
C. Chahine	R. Panesar		
L. Cutler			
A. Dryland			
R. Fraser			
V. Hilborn			
D. Kiguel			
T. Kirkby			



- M. Liu
- N. Lwin
- S. MacFarlane
- P. Mandel
- D. Montgomery
- G. Nikolov
- L. Notash
- L. Roberge
- S. Schelske
- G. Schjerning
- U. Senaratne
- P. Shankar
- S. Sung

12572 – APPROVAL OF GNC WORK PLAN FOR 2023-2024

GNC Chair, Councillor MacFarlane, presented the proposed 2023-2024 GNC work plan including an overview of priority items and topics organized by committee meeting and the associated Council meeting date. There was discussion regarding the importance of continuing to enhance and establish more systematic and consistent ways for governance committees to operate, including: i) development of work plans and other priority items; ii) accommodating active participation from non-committee member Councillors; and iii) communicating agendas more broadly ahead of meetings. There was a suggestion that the GNC consider these matters and make recommendations to Council as needed.

Moved by Councillor MacFarlane, seconded by Councillor Nikolov:

That the Work Plan for the Governance and Nominating Committee, as submitted to the meeting at C-558-3.5, Appendix A, be approved.

CARRIED
Recorded vote

<u>For: 22</u>	<u>Against: 0</u>	<u>Abstain: 0</u>	<u>No Vote/Abs: 2</u>
A. Arenja			N. Colucci
V. Banday			T. Kirkby
C. Chahine			
L. Cutler			
A. Dryland			
R. Fraser			
V. Hilborn			
D. Kiguel			
M. Liu			
N. Lwin			
S. MacFarlane			
P. Mandel			
D. Montgomery			



G. Nikolov
L. Notash
R. Panesar
L. Roberge
S. Schelske
G. Schjerner
U. Senaratne
P. Shankar
S. Sung

12573 – RPLC WORK PLAN FOR 2023-2024

RPLC Chair, Councillor Hilborn, advised Council that the RPLC is still in the process of discussing its 2023-2024 work plan thus a recommendation is not yet ready for approval. It is anticipated that the RPLC will continue discussions at its August meeting and make a recommendation for Council's approval in September. It was noted by the committee chair that it appears that, as a norm, the RPLC may require two meetings to recommend a work plan, largely due to the non-cyclical nature of the items being considered.

[President Fraser resumed the role of Chair.]

12574 – APPROVAL OF ELECTION DOCUMENTS

PEO Council elections are held annually in accordance with sections 2 through 26 of Regulation 941 under the *Professional Engineers Act* (the General Regulation). Each year at its June meeting, Council approves the Voting Procedures, Election Publicity Procedures, and Nomination Forms for the following year's election. Once approved, these documents are amended where required, and incorporated into the 2024 Council Elections Guide. Additionally, Section 13 of the General Regulation requires Council to annually appoint a Regional Election and Search Committee (RESC) for each Region.

Council reviewed and considered draft versions of the procedures and forms for the 2024 election that the Governance and Nominating Committee (GNC) reviewed at its meeting of June 9, 2023. There was discussion regarding Section 26 of the *Election Publicity Procedures* at Appendix B, shown in ~~striketrough~~ text indicating a suggestion to remove the content.

~~26. Chapters may not endorse candidates, or expressly not endorse candidates, in print, on their websites or through their list servers, or at their membership meetings or activities during the voting period. Where published material does not comply with these procedures, the Chief Elections Officer will cause the offending material to be removed if agreement cannot be reached with the chapter within the time available.~~

The Chair proposed that a motion be approved by unanimous consent.

That the strike-out of section 26 on Election Publicity Procedures at C-558-3.7, Appendix B be removed and included in the approved document.

**CARRIED
Unanimous consent**



Council discussed the *Nomination Acceptance Forms* at Appendix D, in particular the recommendation that candidates complete the PEO mandatory compliance training by December 31, 2023.

Moved by Councillor MacFarlane, seconded by Vice President Notash:

That all Nomination Acceptance Forms at C-558-3.7 Appendix D, be amended to read:

I declare that I have read and understand the Code of Conduct for Councillors located at section 3.1.8 of the PEO Governance Manual and agree to act in accordance with it if elected.

I declare that I will complete the PEO mandatory compliance training if elected.

I have completed or will complete the “Board Basics” orientation by December 31, 2023.

**CARRIED
Recorded vote**

<u>For: 17</u>	<u>Against: 5</u>	<u>Abstain: 1</u>	<u>No Vote/Abs: 1</u>
A. Arenja	V. Banday	L. Notash	N. Colucci
C. Chahine	D. Kiguel		
L. Cutler	R. Panesar		
A. Dryland	L. Roberge		
V. Hilborn	G. Wowchuk		
T. Kirkby			
M. Liu			
N. Lwin			
S. MacFarlane			
P. Mandel			
D. Montgomery			
G. Nikolov			
S. Schelske			
G. Schjerning			
U. Senaratne			
P. Shankar			
S. Sung			

Council discussed Section 27 of the *Election Publicity Procedures* at Appendix B, shown in ~~strikethrough~~ text indicating a suggestion to remove the content.

~~27. Councillors may use their positions to encourage candidates to stand for PEO office and members to participate in the election process but may not endorse candidates for PEO election.~~

Highlights of the discussion include:

- Importance of neutrality and setting the conditions, to the extent possible, for a “level playing field” with no distinctions or differentiation among candidates.
- Importance of voters deciding who to vote for based upon their own research and understanding of candidates.



- Importance of the role of the respective Regional Election and Search Committees chairs, themselves Councillors, to encourage at least two licence holders in their respective region to seek nomination. If there is a preferred candidate this can serve as a hindrance or disincentive to fulfil this legislated responsibility.
- Councillors already unofficially endorse candidates, evidenced in social media posts, for example, and the removal of the prohibition will allow this practice to take place in a transparent manner.
- The current prohibition is not enforceable and does not have any associated consequences or sanctions.
- Endorsements may have a favourable, unfavourable, or neutral impact on a candidacy.

Moved by Councillor Kiguel, seconded by Councillor Roberge:

That the strike-out text in Section 27 of the Election Publicity Procedures at C-558-3.7, Appendix B, be removed and included in the approved document.

DEFEATED
Recorded vote

<u>For: 10</u>	<u>Against: 11</u>	<u>Abstain: 1</u>	<u>No Vote/Abs: 2</u>
L. Cutler	A. Arenja	V. Banday	N. Colucci
A. Dryland	C. Chahine		D. Montgomery
V. Hilborn	T. Kirkby		
D. Kiguel	M. Liu		
R. Panesar	N. Lwin		
L. Roberge	S. MacFarlane		
S. Schelske	P. Mandel		
G. Schjerning	G. Nikolov		
U. Senaratne	L. Notash		
S. Sung	P. Shankar		
	G. Wowchuk		

Council discussed the necessary updates to references in the *Nomination and Voting Procedures* at Appendix A that are a consequence of the amendment made to the *Nomination Acceptance Forms*.

The Chair proposed that a motion be approved by unanimous consent.

That changes to the Nomination Form be reflected in Procedures 11 and 12 of the Nomination and Voting Procedures in C-558-3.7, App A; and that these changes be made by the CEO/Registrar.

CARRIED
Unanimous consent

It was noted that there is no current enforcement mechanism with respect to the mandatory training requirement referenced on the *Nomination Acceptance Form*. Council discussed the available options for response if a successful candidate refused to complete the training, including censure by Council. It was also noted that this issue should be considered in the context of an item already on the GNC work plan, “*Director Conduct Common Practices – Recommendation Report*”, which addresses director conduct.

Council then voted on the original motion, subject to the three amendments approved and referenced above.

Moved by Councillor MacFarlane, seconded by Councillor Shankar:



That Council, with respect to the 2024 Council election:

- a) approve the 2024 Nomination and Voting Procedures, as presented to the meeting at C-558-3.7, Appendix A, subject to required changes as a consequence of amendments to Appendix D;
- b) approve the 2024 Election Publicity Procedures, as amended at C-558-3.7, Appendix B;
- c) approve the 2024 Nomination Form as presented to the meeting at C-558-3.7, Appendix C;
- d) approve the 2024 Nomination Acceptance Forms for President-Elect, Vice President, Councillor-at-Large, and Regional Councillor as amended at C-558-3.7, Appendix D;
- e) appoint the Regional Election and Search Committees (RESC) for each Region;
- f) appoint the Junior Regional Councillor in each Region (Nanda Lwin, P.Eng., Michelle Liu, P.Eng., Luc Roberge, P.Eng., Ravinder Panesar, P.Eng., Susan MacFarlane, P.Eng.) as Chair of the RESC for their Region.

CARRIED, AS AMENDED
Recorded vote

<u>For: 21</u>	<u>Against: 0</u>	<u>Abstain: 2</u>	<u>No Vote/Abs: 1</u>
A. Arenja		V. Banday	N. Colucci
C. Chahine		D. Kiguel	
L. Cutler			
A. Dryland			
V. Hilborn			
T. Kirkby			
M. Liu			
N. Lwin			
S. MacFarlane			
P. Mandel			
D. Montgomery			
G. Nikolov			
L. Notash			
R. Panesar			
L. Roberge			
S. Schelske			
G. Schjerning			
U. Senaratne			
P. Shankar			
S. Sung			
G. Wowchuk			

[D. Montgomery signed off at 10:40 a.m.]



12575 – CENTRAL ELECTION AND SEARCH COMMITTEE (CESC) MATTERS

Section 12(1) of Regulation 941 requires that Council appoint a Central Election and Search Committee (CESC) each year, to be composed of (a) the penultimate past-president; (b) the immediate past-president; (c) the president; and (d) two or more other Members.

The penultimate past-president, immediate past-president, and president members of the CESC met on June 6, 2023 and agreed that the two principal criteria in assessing the applications are election experience and networking experience. There was also discussion regarding the number of candidates to recommend for appointment, and in this regard, there was agreement that proposing up to four candidates would have the benefit of a CESC with greater independence from Council since the committee would be composed of as many or more non-councillor members than the three offices named in Regulation 941. It was also agreed that recommendations resulting from the discussion should be reviewed by the Governance and Nominating Committee (GNC), which in turn should finalize and bring forward the official appointment recommendations to Council as part of its mandated nominations responsibility.

On June 9, 2023, the GNC met to review the candidate application packages and consider the recommendations, which were accepted for advancement to Council for approval.

Moved by Councillor MacFarlane, seconded by Councillor Nikolov:

That:

a) Isidro Buquiron, P.Eng., Giuseppe (Joseph) Facca, P.Eng., Suresh Khanal, P.Eng., and Mostafa Khosravvelhossaini, P.Eng. be appointed as the additional members to the 2023-2024 Central Election and Search Committee;

b) the 2022-2023 Central Election and Search Committee be stood down with thanks at the close of this Council meeting; and

c) the 2023-2024 Central Election and Search Committee be constituted at the close of this Council meeting.

CARRIED

Recorded vote

<u>For: 21</u>	<u>Against: 0</u>	<u>Abstain: 2</u>	<u>No Vote/Abs: 2</u>
A. Arenja		V. Banday	N. Colucci
C. Chahine		G. Wowchuk	D. Montgomery
L. Cutler			
A. Dryland			
R. Fraser			
V. Hilborn			
D. Kiguel			
T. Kirkby			
M. Liu			
N. Lwin			
S. MacFarlane			
P. Mandel			
G. Nikolov			



- L. Notash
- R. Panesar
- L. Roberge
- S. Schelske
- G. Schjerning
- U. Senaratne
- P. Shankar
- S. Sung

12576 – COUNCIL’S ENDORSEMENT OF THE SUBCOMMITTEE TO SELECT AND RECOMMEND ELECTION OFFICIALS

Section 11.1 of Regulation 941 under the *Professional Engineers Act* requires that PEO Council appoint a Chief Elections Officer each year to oversee the nomination and election of members to Council. Council is also permitted by Regulation 941, Section 19(1) to designate an agent to administer voting in Council elections, referred to at PEO as the “Official Elections Agent.” Both election official roles are filled on the basis of three-year terms, and both are currently vacant. Historically, Council appoints PEO’s Chief Elections Officer and designates an Official Elections Agent at its September meeting to ensure there are officials in place for the beginning of an election cycle.

The actions proposed for Council’s consideration stem from the GNC’s ongoing work to reform the Council election process and support Council in the selection and appointment of election officials.

Council discussed an amendment that was presented regarding the composition of the Subcommittee vis-à-vis elected and appointed Councillors. Highlights of the discussion include:

- Elected Councillors are impacted by matters concerning elections and may be more familiar with or attuned to pertinent historical issues than appointed Councillors;
- Importance of a Council which functions without drawing distinction between elected and appointed Councillors as it pertains to their duties and obligations; and
- Keeping real or perceived conflict of interest top of mind when stipulating which Councillors are eligible to serve in certain capacities.

Moved by Councillor Banday, seconded by Vice President Notash:

That the Subcommittee Terms and Procedure, under C-558-3.9, Appendix D, under *Composition*, be amended to read:

“The Subcommittee will be composed of 5 Council members, selected and appointed by Council. A majority of the subcommittee shall be elected Councillors.”

DEFEATED
Recorded vote

<u>For: 7</u>	<u>Against: 13</u>	<u>Abstain: 2</u>	<u>No Vote/Abs: 2</u>
V. Banday	A. Arenja	G. Nikolov	N. Colucci
C. Chahine	L. Cutler	R. Panesar	D. Montgomery
D. Kiguel	A. Dryland		
T. Kirkby	V. Hilborn		
L. Notash	M. Liu		



G. Schjerning N. Lwin
G. Wowchuk S. MacFarlane
 P. Mandel
 L. Roberge
 S. Schelske
 U. Senaratne
 P. Shankar
 S. Sung

The Chair asked for volunteers from the floor and the following five (5) Councillors expressed interest in being appointed to the Subcommittee: Vajahat Banday, Vicki Hilborn, Nanda Lwin, Luc Roberge, and Glen Schjerning.

The Chair proposed that a motion be approved by unanimous consent.

That the names Vajahat Banday, Vicki Hilborn, Nanda Lwin, Luc Roberge, and Glen Schjerning be considered added in the placeholder section of the motion at C-558-3.9, Appendix D.

CARRIED
Unanimous consent

Council then voted on the main motion.

Moved by Councillor MacFarlane, seconded by Councillor Senaratne:

That:

1. Council approve the Chief Elections Officer role description and Oath of Office, as presented to the meeting at C-558-3.9, Appendix A and Appendix B;

2. That Council approve the Official Elections Agent security requirements, as presented to the meeting at C-558-3.9, Appendix C;

3. That the Governance and Nominating Committee’s Election Officials Subcommittee be composed of Council members Vajahat Banday, Vicki Hilborn, Nanda Lwin, Luc Roberge, and Glen Schjerning, appointed in accordance with the terms and procedures presented to the meeting at C-558-3.9, Appendix D.

CARRIED
Recorded vote

<u>For: 21</u>	<u>Against: 0</u>	<u>Abstain: 1</u>	<u>No Vote/Abs: 3</u>
A. Arenja		V. Hilborn	N. Colucci
V. Banday			D. Montgomery
C. Chahine			R. Panesar
L. Cutler			
A. Dryland			
R. Fraser			
D. Kiguel			
T. Kirkby			
M. Liu			
N. Lwin			



- S. MacFarlane
- P. Mandel
- G. Nikolov
- L. Notash
- L. Roberge
- S. Schelske
- G. Schjerning
- U. Senaratne
- P. Shankar
- S. Sung
- G. Wowchuk

[M. Liu signed off at 12:20 p.m.]

[President-elect Wowchuk chaired minute 12577]

12577 – APPROVAL OF POLICY DEVELOPMENT FRAMEWORK

A presentation was made to Council regarding the establishment of a consistent, coherent, integrated policy framework and guiding principles to be able to develop, implement, monitor, and evaluate policies driven by various internal and external priorities. The proposed framework commits PEO to meeting mandatory principles, introduces a mandatory policy impact analysis tool, and identifies other tools and mechanisms. Its key principles were highlighted, including: i) proportionality; ii) evidence-informed decision-making; iii) participation and engagement; iv) equity and inclusivity; and v) transparency and accountability.

In addition, it was highlighted that the framework introduces policy impact analysis for all regulatory proposals and initiatives that are likely to have significant impacts, and where PEO has a choice of policy options; and to this end, a Policy Impact Analysis tool is used to demonstrate that the principles are being met in practice. The key elements of the tool were reviewed, including: i) identifying risks of harm to the public interest mandate and assessing potential costs and benefits; ii) being based on all available evidence and expertise, and evaluating all potential alternative solutions; iii) being developed transparently in consultation with stakeholders; iv) being in compliance with the commitments PEO made under the Anti-Racism and Equity Code; and v) having results explained and clearly communicated.

Moved by President Fraser, seconded by Vice President Notash:

That the Policy Development Framework be amended to reflect that both policy impact analysis and the Policy Impact Analysis Tool will be expected, but not required, of all PEO regulatory policy initiatives.

CARRIED
Recorded vote

<u>For: 18</u>	<u>Against: 3</u>	<u>Abstain: 0</u>	<u>No Vote/Abs: 3</u>
V. Banday	A. Arenja		N. Colucci
C. Chahine	V. Hilborn		M. Liu
L. Cutler	S. Sung		D. Montgomery
A. Dryland			
R. Fraser			
D. Kiguel			



- T. Kirkby
- N. Lwin
- S. MacFarlane
- P. Mandel
- G. Nikolov
- L. Notash
- R. Panesar
- L. Roberge
- S. Schelske
- G. Schjerning
- U. Senaratne
- P. Shankar

Moved by Councillor Hilborn, seconded by Councillor Sung:

That Council adopts the Policy Development Framework as amended.

**CARRIED
Recorded vote**

- | <u>For: 21</u> | <u>Against: 0</u> | <u>Abstain: 0</u> | <u>No Vote/Abs: 3</u> |
|-----------------------|--------------------------|--------------------------|------------------------------|
| A. Arenja | | | N. Colucci |
| V. Banday | | | M. Liu |
| C. Chahine | | | D. Montgomery |
| L. Cutler | | | |
| A. Dryland | | | |
| R. Fraser | | | |
| V. Hilborn | | | |
| D. Kiguel | | | |
| T. Kirkby | | | |
| N. Lwin | | | |
| S. MacFarlane | | | |
| P. Mandel | | | |
| G. Nikolov | | | |
| L. Notash | | | |
| R. Panesar | | | |
| L. Roberge | | | |
| S. Schelske | | | |
| G. Schjerning | | | |
| U. Senaratne | | | |
| P. Shankar | | | |
| S. Sung | | | |

[President Fraser resumed the role of Chair.]



12578 – NOTICE OF MOTION/COUNCILLOR ITEMS

No items were identified.

12579 – ENGINEERS CANADA DIRECTORS REPORT

Nancy Hill, Engineers Canada (EC) Board of Directors President for 2023-2024, provided an update on Engineers Canada's strategic priorities and departmental activities for the period March to April 2023, including:

- Investigating and validating the purpose and scope of accreditation;
- Strengthening collaboration and harmonization, with references to the valuable insight gained in past and future 2023 consultations with Canadian engineering regulators;
- Accelerating the 30x30 initiative, with particular focus on engaging with employers;
- Reinforcing trust and the value of licensure; and
- Highlighting the activities of the Accreditation and Qualifications Boards.

There were questions and discussion related to EC's sources of revenue and it was noted that in general these come from both regulators' contributions and affinity programs. Further, N. Hill noted that more details can be found on the EC website and that the next report to PEO Council will include budget highlights.

There was also discussion regarding EC term limits and its communication efforts with the engineering industry on a wider array of topics beyond the 30x30 initiative, such as the value of licensure and harmonization.

12580 – GENERATIVE DISCUSSION: LICENSING

Council received an update on the FARPACTA-compliant application for licensure process, including:

- Sharp decrease in applications starting on May 15, 2023 due to the "front-end loading" effect of FARPACTA requirements; and
- Meeting the 10-day required response time in all eleven (11) paid applicants in the new process as of June 21.

There was discussion regarding the Registrar's authority to issue a *Notice of Proposal to Refuse to Issue a Licence* (NoP) as an option for a registration decision; a hearing with the Registration Committee as an option available to the applicant in receipt of an NoP, for a new examination of qualifications; and the prescribed circumstances in which these actions can occur.

12581 – COUNCILLOR QUESTIONS

There were responses and discussion related to Councillors' questions and comments, including the following areas:

International Women in Engineering Day (INWED)

INWED was recognized as a day to celebrate the important contributions that women and gender-diverse engineers make in their communities.

Licensure Application Data

There was a request for data regarding the number of applications since May 15, 2023, organized by percentage of those in the CEAB category and the percentage from outside of Canada as well as a comparison with previous



years. Staff indicated that this information will be provided in the relevant reporting for the next scheduled Council meeting on September 22.

Chair Training

There was a suggestion that governance committee chairs and those thinking of chairing in the future consider opportunities for training and development to help establish a consistent approach to the conduct of governance committee meetings.

Organizational Chart

A request was made to provide Council with a more detailed organizational chart including incumbent information. Staff noted the request for consideration. It was also noted that to promote streamlined communications, Councillors should route matters of an administrative nature through the Secretariat team, and more substantive or sensitive matters through the CEO/Registrar’s office, the Chief Legal Officer, or the Director, Governance.

Notices of Motion

The following topics were raised during this portion of the meeting and were identified as Notices of Motion:

1. Consider reducing the time aspect of the experience requirement for licensure to less than four years.
(Submitted by Vice President Notash)

It was noted that this item likely will be part and parcel of the RPLC work plan this Fall. As noted earlier, it is anticipated that Council will consider the RPLC work plan for approval at the next Council meeting on September 22, 2023.

2. Review the term limits for elected Councillors.
(Submitted by Councillor Banday)

12582 – MOTION TO MOVE IN CAMERA

Moved by Councillor Roberge, seconded by Councillor Panesar:

That Council move in camera at 2:50 p.m.

CARRIED
Recorded vote

For: 20

- A. Arenja
- V. Banday
- C. Chahine
- L. Cutler
- A. Dryland
- V. Hilborn
- D. Kiguel
- T. Kirkby
- N. Lwin
- S. MacFarlane
- P. Mandel
- G. Nikolov

Against: 0

Abstain: 0

No Vote/Absent: 4

- N. Colucci
- M. Liu
- D. Montgomery
- R. Panesar



L. Notash
L. Roberge
S. Schelske
G. Schjerner
U. Senaratne
P. Shankar
S. Sung
G. Wowchuk

These minutes consist of 20 pages and minutes 12564 to 12582 inclusive.

“Roydon Fraser”

R. Fraser, P.Eng., Chair

“Marina Solakhyan”

M. Solakhyan, Director, Governance