



Minutes

The 20th Meeting of the AUDIT AND FINANCE COMMITTEE (AFC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Monday, November 18, 2024, at 1:00 p.m.

Present: Lorne Cutler, P.Eng., MBA, Committee Chair, Lieutenant Governor-in-Council Appointee
Roydon Fraser, P.Eng., Past President (ex officio)
Fred Saghezchi, P.Eng., President-elect (ex officio)
Vicki Hilborn, P.Eng., Western Region Councillor
Paul Mandel, MBA, CPA, CA, CBV, CFF, Lieutenant Governor-in-Council Appointee
George Nikolov, P.Eng., Lieutenant Governor-in-Council Appointee
Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee
Randy Walker, P. Eng., Councillor-at-Large

Regrets: Greg Wowchuk, P.Eng., President (ex officio)

Staff: Jennifer Quaglietta, CEO/Registrar
Dan Abrahams, Chief Legal Officer, Vice-President, Policy & Governance
Arun Dixit, Vice-President, Digital Transformation & Corporate Operations
Deborah Sikkema, Chief People Officer
Chetan Mehta, Director, Finance
Marina Solakhyan, Director, Governance
Meilisa Soepiter, Controller, Finance
Meg Feres, Manager, Council Operations
Graham Pedregosa, Council & Committee Coordinator
Anita Vijayanathan, Council & Committee Coordinator

Guests: Kathleen Jinkerson, The Talent Company
June Smyth, Baynes and White
Steve Stewart, Partner and Auditor, Deloitte

Call to Order

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

Approval of Agenda

The Chair reviewed the draft agenda and proposed the addition of an item titled "*AFC Structure and Delegation of Authority*" to the in camera portion of the meeting.

Moved by Councillor Sung, seconded by Councillor Mandel:

That the agenda for the November 18, 2024 Audit and Finance Committee meeting be approved as amended.

CARRIED

Conflicts of Interest

No conflicts were declared.

Consent Agenda: Previous Minutes

No revision or errors were noted.

Moved by Councillor Mandel, seconded by Councillor Nikolov:

That the open session minutes of the Audit and Finance Committee meeting, held on September 12, 2024, accurately reflect the business transacted at the meeting.

CARRIED

(S. Sung abstained)

Consent Agenda: Updated 2024-2025 AFC Work Plan

No discussion of this item took place.

Review of 2025 Draft Operating and Capital Budgets

Staff provided an overview of the 2025 draft Operating and Capital budgets, emphasizing the key guiding principles that informed its development. These principles include ensuring the fulfilment of core regulatory and governance mandates; maintaining fiscal responsibility; and identifying, assessing, and managing risks.

Budget concentrations include core operations, council and strategic initiatives and digital transformation and innovation. Currently, it is anticipated that the budget will have a deficit at \$450,000.

[R. Fraser joined the meeting at 1:18 p.m.]

Discussion Summary

Staff noted the committee's suggestions for enhancements to the material for Council's November 29, 2024 meeting, including:

- Financial statements should specify financial unit so that there are no misinterpretations.
- Clarification on the accuracy of the deficit, given past trends where deficits were projected but did not materialize due to underspending. Staff commented that this is not necessarily an indicator of PEO's ability to achieve its mandate and goals, as the organization has made significant accomplishments beyond what was anticipated from an operational and strategic standpoint, both in 2023 and 2024. Further, it was noted that all business units have developed projections using the best available information, though exact figures could not be guaranteed. A key uncertainty is investment income, projected at \$2,000,000 for 2025. If current trends continue, the final figure could be significantly higher and exceeding the estimate by \$200,000 could result in a net surplus.
- Incorporating a standard maintenance costs comparison to provide context on expenses. While costs vary by building type, age and condition, benchmarks like cost per square footage or a general confirmation could be helpful. Committee members emphasized the need to distinguish routine maintenance from major capital expenditures, which require advance planning. It was noted that periodic building condition assessments guide maintenance decisions, ensuring critical systems remain operational. Regular inspections and proactive planning help minimize emergency repairs

With respect to committee queries regarding aspects of the Salaries and Benefits line, staff confirmed that staffing changes for 2025 are as a result of transfers of contract employees to full-time staff, in alignment with the Employment Standards Act. It was noted that if regulatory requirements were to change, such as a reduction in application processing timelines from 180 days to 90 days, a reassessment of resource needs would be required. In such a case, a business case for additional staff would then be presented. For now, the organization remains committed to a lean operational approach for the upcoming year.

[G. Nikolov left the meeting at 1:47 p.m.]

The committee discussed whether an external auditor would be necessary to assess budget efficiency and value for money related to PEO's programs. Members clarified that financial auditors verify statements, not budget optimization, and that PEO already undergoes regular audits. They noted that the projected deficit does not indicate financial instability. With no signs of inefficiencies, or operational concerns, the committee found no clear basis for an external audit.

Moved by Councillor Walker, seconded by Councillor Sung:

That the Audit and Finance Committee recommends that Council approve the draft 2025 operating and capital budgets.

CARRIED

In Favour: Cutler, Hilborn, Mandel, Sung, Walker

Opposed: Saghezchi

Abstain: Fraser

Absent: Nikolov, Wowchuk

Borrowing Resolution

The committee reviewed PEO's \$250,000 overdraft limit and \$120,000 aggregate corporate credit card limit, which are reassessed annually and require council's approval. It was noted that while the overdraft protection exists as a precaution, it has never been used due to effective cash flow management. The credit card limit covers corporate cards issued to select staff and key volunteers, and this amount has remained unchanged for over 15 years. There are no anticipated changes to these limits, as current levels are sufficient to meet operational needs. However, staff noted that should circumstances change, the matter would be brought back to the committee for review.

Moved by Councillor Mandel, seconded by Councillor Walker:

That the Audit and Finance Committee recommends 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, 2026.**

CARRIED

[K. Jinkerson left the meeting at 2:04 p.m.]

Presentation of 2024 Audit Plan

The auditor presented the 2024 Audit Plan to the committee and explained that Deloitte would be PEO's auditor for the audit of the association's primary financial statements, the statement for the Common Area Maintenance costs for the building, and the statement of pension plan funds, in accordance with Canadian auditing standards.

It was noted that the audit is conducted to a materiality level of \$1.3m. The auditor identified key areas of focus, including accrued liabilities, revenue and deferred revenue, and the potential for management override of controls. While Canadian auditing standards require considering the risk of fraud in these areas, the committee was advised that there has been no history of fraudulent activity at PEO. The audit will involve detailed testing and analysis to ensure the accuracy and integrity PEO's financial reporting. The intent is to conduct the final audit on site, as was done last year to facilitate effective collaboration between Deloitte and PEO's finance team.

In a continued discussion with the auditor the committee inquired about PEO's Chapters. The auditor explained that prior to centralized banking, individual chapters managed their own bank accounts, which limited PEO's ability to consolidate their financial activities into or the organization's main financial statements. With the implementation of centralized banking, it became feasible to include chapter activities in PEO's consolidated financial statements. The auditor emphasized that the audit is conducted to a materiality level, focusing on the overall financial statements rather than individual chapter transactions. This approach ensures that the consolidated financial statements present a comprehensive and accurate financial position of PEO.

The committee chair requested the auditor's professional opinion with respect to the committee's earlier discussion regarding a value for money audit. The auditor explained that these types of audits, which assess efficiency and effectiveness of an organization's use of resources, are typically conducted in the public sector and can vary significantly in scope and complexity. Further, such audits can be resource intensive and costly, with expenses potentially exceeding \$100,000 for evaluating a single program. Implementing a comprehensive audit across all PEO departments would be a substantial undertaking, both in terms of time and financial resources. The auditor also clarified that while traditional financial audits focus on verifying the accuracy of financial statements, value for money audits require establishing specific standards and benchmarks to evaluate performance, which adds to their complexity.

[S. Stewart left the meeting at 2:22 p.m.]

Quarterly Review of Financial Statements

Staff presented a review of the financial statements ending on September 30, 2024. Highlights of the presentation are outlined below.

Revenue

Total year to date revenue reached \$27 million, surpassing the budgeted \$26 million by 6.1%. This favorable variance is primarily due to an additional \$1.3 million in investment income and a \$343,000 increase in building revenue.

Operational Expenses

Operational expenses totaled \$22.2 million which is 9.4% below the projected \$25 million. Significant underspending includes:

- \$930,000 in staff salaries and benefits
- \$336,000 in legal costs
- \$174,000 in contract staff
- \$176,000 in volunteer expenses

Special Projects

Specials projects and strategic plan initiatives were underspent by \$388,000. Consequently, there is an excess of revenue over expenses amounting to approximately \$2.88 million.

Strategic Plan Projects Spending include:

- FARPACTA: \$359,000
- Digital Transformation Roadmap: \$348,00
- Developing Customer Service Model: \$217,000
- Stakeholder Engagement: \$152,000

PEO's total current assets as of September 30, 2024 is \$11,896,000. The total of PEO's marketable securities is \$13,980,000; while PEO's current liabilities are \$14,474,000, consisting of Pension liabilities. Overall PEO's financial report showed a strong financial position.

[J. Smyth joined the meeting at 2:28 p.m.]

Building Revenue and Expenses

With respect to revenue, there is a favorable variance of \$411,000 (\$2,6 million actual compared \$2,2 million budgeted). With respect to expenses, there is a favorable variance of \$53,000 (\$168,000 actual compared to \$221,000 budgeted). Overall, excess revenue over expenses is \$465,000.

The committee requested clarification on the postage and courier fees with the upcoming Canada Post strike. Staff confirmed that the anticipated fluctuation in postage and courier fees due to the Canada Post service disruption is expected to be minimal.

Update on Investments

Staff confirmed that the portfolio manager had initially confirmed their attendance from meeting on November 12 but was unavailable for this meeting due to the rescheduling. The portfolio manager has committed to attending the March meeting where the committee members will have the opportunity to engage with him directly during the audit results presentation. Based on recent interactions staff has confirmed that performance tracking has indicated that the portfolio remained strong with no substantial risks or red flags. The performance outlook remains positive and a high likelihood of a strong year end financial position.

[R. Fraser left the meeting at 2:34 p.m.]

Update on Pension Plan

Staff provided an update on the Defined Benefit Plan (DBP) and Supplemental Executive Retirement Plan (SERP), noting that there were no new developments beyond what was discussed in a recent pension committee meeting regarding supplemental annual payments to address funding shortfalls in both plans.

PEO follows a three-year evaluation cycle, and the next evaluation is scheduled for January 1, 2025. Preliminary results are expected to be completed by February or March. These results will be presented at the next pension committee meeting.

[J. Smyth left the meeting at 2:38 p.m.]

[D. Sikkema left the meeting at 2:40 p.m.]

Motion to Move In Camera

Moved by Councillor Walker, seconded by Councillor Mandel:

That the committee move in camera at 2:45 p.m.

CARRIED

There being no further business, the meeting concluded at 4:51 p.m. These open session minutes consist of 6 pages.

L. Cutler, P.Eng., Committee Chair



Minutes

21st Meeting of the AUDIT AND FINANCE COMMITTEE (AFC) of PROFESSIONAL ENGINEERS ONTARIO was in a Hybrid Setting at 40 Sheppard Avenue West, Toronto, on Thursday, March 20, 2025 at 1:00 p.m.

Present:

(In-Person) Lorne Cutler, P.Eng., MBA, Lieutenant Governor-in-Council Appointee
Paul Mandel, MBA, CPA, CA, CBV, CFF, Lieutenant Governor-in-Council Appointee

Present:

(Virtual) Vicki Hilborn, P.Eng., Western Region Councillor
Randy Walker, P. Eng., Councillor-at-Large

Regrets:

Greg Wowchuk, P.Eng., President (ex officio)
Roydon Fraser, P.Eng., Past President (ex officio)
Fred Saghezchi, P.Eng., President-elect (ex officio)
Sherlock Sung, B.A.Sc., Lieutenant Governor-in-Council Appointee

Staff:

(In-Person) Chetan Mehta, Director, Finance
Meilisa Soepiter, Controller, Finance
Meg Feres, Manager, Council Operations
Antora Anowar, Council and Committee Coordinator
Graham Pedregosa, Council and Committee Coordinator

Staff:

(Virtual) Jennifer Quaglietta, CEO/Registrar
Arun Dixit, Vice-President, Digital Transformation & Corporate Operations
Marina Solakhyan, Senior Director, Governance

Guests:

(Virtual) Guy Boone, P.Eng., Vice President (elected)
June Smyth, Baynes and White
Steve Stewart, Partner, Deloitte LLP
Tommy Trinh, Institutional Portfolio Manager, Jarislowksy Fraser Limited

Call to Order

Notice having been given, due to absence of sufficient members, quorum was not reached. The Chair announced that the meeting will take place as a business meeting and welcomed Committee members and staff; and made procedural announcements related to the conduct of the meeting.

Approval of Agenda

The Chair and the committee members reviewed the agenda. Due to the absence of quorum, the agenda was not approved.

Conflicts of Interest

No conflicts were declared.

Consent Agenda: Previous Minutes

No discussion of this item took place.

Consent Agenda: Updated Work Plan for 2024-2025

No discussion of this item took place.

Presentation of the 2024 Audit Report and 2024 Audited Financial Statements by Auditor

[V. Hilborn joined the meeting at 1:22 p.m.]

The Committee received a presentation of the 2024 Audit Report by the auditor from Deloitte who provided an overview of the audit scope and terms of engagement; significant audit risks; other audit risks and significant events; significant accounting practices, judgements, and estimates; and communication requirements and other reportable matters. It was also noted that the financial statements were prepared in accordance with the accounting standards for NPO's (Not-for-Profit Organizations) for the year ending December 31, 2024 and audited in accordance with Canadian Generally Accepted Auditing Standards (GAAS).

S. Stewart confirmed that Deloitte has reported no material issues or concerns and would be issuing an unmodified audit opinion for 2024 after the completion of a few pending items which are listed in the Audit Report.

Staff reviewed aspects of the draft audited financial statements related to deferred revenues and expenses, including an overview of key variance analyses on the 2024 financial statements.

Staff answered various queries relating to the draft audited financial statements related to expenses, revenues, assets, and liabilities.

[All staff left the meeting at 1:43 p.m.]

The committee met with the auditor in the absence of staff to further discuss the 2024 Audit Report and the 2024 draft audited financial statements.

[All staff returned to the meeting at 1:55 p.m.]

2024 Draft Audited Financial Statements

There was further discussion of the investments and operating budgets of the 2024 audited financial statements, specifically as it relates to a future strategy concerning fees and taking into consideration specific risk factors.

Members of the committee expressed support for presenting the 2024 draft audited financial statements to Council for approval.

Approval of Auditor for Fiscal Year 2025

Staff informed the committee that Deloitte was re-appointed as PEO's auditor after a tendering process in 2021 for a five-year term from 2022 to 2026 (both years inclusive), with the appointment to be confirmed / approved each year.

As part of this agreement, the AFC is being requested to recommend to Council the appointment of Deloitte LLP as PEO's auditor for the financial year 2025.

In the absence of quorum, the committee members could not vote or record unanimous consent but recommended that Council confirms that Deloitte LLP be appointed as PEO's auditor for 2025 and hold office until the next annual general meeting or until a successor is appointed.

[S. Stewart left the meeting at 2:17 p.m.]

Engineers Canada: 2027 Per Capita Assessment Fee

The committee reviewed the Engineers Canada (EC) 2027 Per Capita Assessment Fee (PCAF). On December 9, 2024 the EC Board agreed to recommend to the provincial and territorial members that the 2027 PCAF would be \$11 per registrant, an increase from \$10 per registrant in 2026. Council is required to direct PEO's Member Representative (President or his designate) at the 2025 Engineers Canada Annual Meeting of Members taking place on May 24, 2025 to vote on the 2027 Per Capita Assessment Fee increase approved by the Engineers Canada Board.

In the absence of quorum, the committee members could not vote or record unanimous consent but noted there are no objections to recommend to Council to direct PEO's representative (President or his designate) to vote in favor of the proposed increase.

[T. Trinh joined the meeting at 2:40 p.m.]

Investment Update

The committee received updates on and discussed the performance of PEO's investment portfolio, including asset mix and performance; investment outlook and themes in the Canadian and global contexts; and fixed income and equity portfolio analyses.

The key points and themes from the committee's discussion are outlined below:

- No funds have been drawn from the investment portfolio for operational expenditure.
- Impacts and risk tolerance with respect to the share of equities and bonds in the portfolio.
- Review of portfolio to reflect future investment with a higher percentage of equity than is currently the case over fixed income.
- Review of the pension fund portfolio to offset some of the current liabilities.

The portfolio manager answered questions on the market trends and informed the committee that currently there is no substantial significant risk identified in the portfolio but there is uncertainty in light of aspects of the current geopolitical environment.

[T. Trinh left the meeting and J. Smyth joined at 3:25 p.m.]

Update on Pension Plan and 2025 Pension Fund Audit

The committee received an update on the pension plan, specifically the final valuation results. Every three years PEO conducts a valuation cycle for Defined Benefit Pension Plan (DB) (unless the solvency ratio is below 85% in which case the review is annual) and along with a review of Supplemental Executive Retirement Plan (SERP) and Other Post-Employment Benefits Plan (OPEB).

The committee was informed that the DB Plan Going Concern Valuation improved from a \$3M shortfall to a \$500K surplus. The SERP plan had assets increased from \$2.4M to \$2.5M; shortfall reduced from \$373K to \$200K and the OPEB plan liability increased from \$8.6M to \$8.7M due to rising premiums because of increased health care costs. The actuarial consultant answered questions related to the increase in liability in OPEB plan, actuarial defined benefit, possible provision for adverse deviations and how SERP operates.

[J. Symth left the meeting at 3:37 p.m.]

Review of License and Application Fees

Staff informed the committee of factors expected to have significant negative material impacts on the organization's financial health, resulting in the need to review all application and license fees charged by PEO. Staff will continue to monitor the 2025 budget and as preparation for 2026 begins, an environmental scan and analyses will be conducted to determine if a change in PEO's fee schedule is required.

The committee discussed that the proposal requires a valid rationale to justify its urgency, as the financial statement does not indicate an immediate need and reserves are strong enough to sustain a period of deficit, should such occur. Staff noted that this may be the last year when there is a surplus as anticipated decisions around CPD suspensions, exam pricing, PEAK program evaluation, and the development and introduction of a new EIT program will require appropriate funding. It was also noted that a factor such as inflation will need to be considered in any discussions related to fee increase.

Staff noted that after further investigation and analysis, recommendations will be presented in late summer 2025 to the Audit and Finance Committee (AFC) along with the first draft of the 2026 budget.

Review of PEO Billing Dates

Staff informed the committee that an environmental scan is underway for a harmonized and a consistent billing date for PEO. Currently, licence fees for P.Eng.'s are due each year on the date that their licence was originally issued. In addition, a licence holder who is eligible to practice must complete three elements of the PEAK program, including their practice evaluation and professional practice module by January 31st each year regardless of the anniversary of the issuance of one's license. This scan will include investigating other Canadian engineering regulators to collect information on the dates for annual P.Eng. billing, continuing professional development (CPD) reporting, and other mandatory reporting requirements. This information will be collected by engaging stakeholders and will be supported by an internal review by staff to inform potential recommendations.

The committee discussed the alignment of CPD and mandatory reporting dates is in keeping with regulatory best practices; improved licence holder experience for completing all reporting and billing activities; improved accuracy of reporting of licence holder and program statistics (Engineers Canada and Office of Fairness Commissioner); and improved timelines of information to support planning and future budgeting activities.

Staff further informed the committee that operationalizing a harmonized and consistent billing date would also require extensive planning and resource allocation from IT and Finance to support the changeover; and careful consideration to revenue planning is required to ensure availability of funds for PEO to support its regulatory mandate. Therefore, staff will be bringing forward the proposal to the committee for its recommendation to Council once the environmental scan and internal review process is completed.

Expense Reimbursement Policy

At the AFC meeting of August 23, 2023, staff was directed to research/explore examples of expense categories and allowances from other regulatory and similar organizations. The committee received an update that staff is

continuing the work based on the guidance provided by the committee at the 2023 meeting as well as an update provided at the committee's September 12, 2024 meeting. Work is underway to explore the practices of other engineering regulatory bodies, consulting with insurers, and engaging with subject matter experts to draft a policy and bring forward to the committee in the next Council year.

[All staff left the meeting at 4:15 p.m. except J. Quaglietta, A. Dixit, C. Mehta, and M. Soepiter.]

CEO/Registrar Annual Expense Review and Update on Financial Risks

The committee discussed these topics with the CEO/Registrar and other staff.

There being no further business, the meeting concluded at 4:35 p.m. These minutes consist of 5 pages.

L. Cutler, P.Eng., Committee Chair



Minutes

The 34th Meeting of the GOVERNANCE AND NOMINATING COMMITTEE (GNC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Monday, March 24, 2025 at 9:00 a.m.

Present: Susan MacFarlane, P.Eng., Committee Chair and Western Region Councillor
Greg Wowchuk, P.Eng., President
Roydon Fraser, P.Eng., Past President
Fred Saghezchi, P.Eng., President-elect
Nanda Lwin, P.Eng., Vice President (appointed) and East Central Region Councillor
Rachel Prudhomme, P.Eng., Lieutenant Governor-in-Council Appointee
Glen Schjerning, P.Eng., Councillor-at-Large

Regrets: Ahmed Elshaer, P.Eng., Northern Region Councillor
Ravinder Panesar, P.Eng., West Central Region Councillor

Staff: Jennifer Quaglietta, P.Eng., CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Americo Viola, P.Eng., VP, Regulatory Operations and Deputy Registrar
Marina Solakhyan, Senior Director, Governance
Meg Feres, Manager, Council Operations
Sheetal Rawal, Policy Counsel
Antora Anowar, Council and Committee Coordinator
Graham Pedregosa, Council and Committee Coordinator

Observers: Guy Boone, P.Eng., Vice President (elected)
Vicki Hilborn, P.Eng., Western Region Councillor

Call to Order

Notice having been given and a quorum being present, the Chair called the meeting to order and welcomed Committee members, staff, and observers; and made procedural announcements related to the conduct of the meeting.

Approval of Agenda

Moved by Councillor Schjerning, seconded by Councillor Prudhomme:

That the agenda for the March 24, 2025, meeting be approved as presented.

CARRIED

Conflicts of Interest

President Wowchuk declared a conflict of interest related to item 5.0, will limit his participation in the discussion, and will not be voting on any related recommendation.

Consent Agenda – Previous Minutes

Moved by Councillor Prudhomme, seconded by President Wowchuk:

That the minutes of the 33rd open session meeting of the Governance and Nominating Committee, held on February 10, 2025 accurately reflect the business transacted at that meeting.

CARRIED

Consent Agenda – Updated 2024-2025 GNC Work Plan

No discussion of this item took place.

Roles of the President and Chair

The committee reviewed the proposed changes to By-Law No. 1 and the Governance Manual aimed at bringing both documents into alignment with Council's decisions about the roles and responsibilities of the Council Chair. These changes are aimed at ensuring consistency with Council's direction to split the President and Chair roles and subsequent Council decisions that further described and differentiated the roles.

[R. Fraser joined the meeting at 9:10 a.m.]

A summary of the committee's discussion is below:

- Clarification on changes related to clauses that allow the chair powers to designate an acting chair in the event of an absence. It was noted that the change would remain to ensure that there is flexibility as to who would be able to chair in such a circumstance and that Council can put forth a motion to replace the chair through parliamentary procedure.
- Suggestion that changes to the By-Law No. 1 and Governance Manual should be put to a vote by PEO membership.

The committee was polled informally and did not reach a majority threshold to recommend that Council approve the proposed change to By-Law No. 1 set out in Appendix A be approved by Council or that the proposed changes to the Governance Manual set out in Appendix C be approved by Council. Notwithstanding, it was agreed that the proposed changes be considered by Council at its April 4, 2025 meeting.

Legal Expenses Framework

The committee reviewed the draft Legal Expenses Framework for the payment by PEO of legal expenses incurred by individuals performing functions under the *Professional Engineers Act*, and to consider bringing the framework to Council for approval. The draft Legal Expenses Framework will provide for a principled and consistent approach to decision-making by Council and the CEO/Registrar in consultation with the Chief Legal Officer.

The committee had an in-depth discussion on the approval process for legal expenses and how approvals are decided by both Council and the CEO/Registrar, and in cases where the CEO/Registrar has the power to approve legal expenses, in consultation with the Chief Legal Officer. The importance of ensuring a process that maintains solicitor/client confidentiality and which supports legal advice in PEO's best interest were highlighted. Further clarification was given that Council still retains the authority to decide to pay for legal expenses if it does not violate the powers that are given to Council under *The Professional Engineers Act*.

[G. Wowchuk left the meeting at 9:48 a.m.]

The committee was polled informally and reached a majority threshold to recommend to Council that Council approves the Legal Expenses Framework with respect to individuals performing functions under the *Professional Engineers Act* at Appendix A.

Special Rules of Order: Councillor Submissions

Committee members reviewed the Special Rules of Order dealing with Councillor submissions, along with the Councillor submissions mechanism, as directed by Council in April 2024 when the revised Special Rules were approved. Given the relatively small number of submissions and the apparent effectiveness of the process, staff do not recommend any changes to the current procedures currently, with a review again in 2027, or earlier if necessary.

During discussion, it was suggested that there could be improved communication between the chair and Council when a councillor has submitted a submission prior to the two-week deadline.

The committee was polled informally and reached a majority threshold to recommend to Council that given no improvements are proposed at this time, that the Special Rules dealing with Councillor submissions be reviewed again in 2027 when the Special Rules of Order are scheduled for review.

Election Committee Review: Next Steps and Timelines

The committee had a discussion on next steps for a review of the Central Election and Search Committee (CESC) with respect to its roles and responsibilities in PEO's election process, considering Council's decision in February 2025 to conduct a broader governance review and to explore issues related to term limits, Council size, and composition, as well as Council's current efforts with respect to PEO's 2026-2031 strategic plan.

It was noted that the Past President has chosen not to chair the 2025-2026 CESC for the 2025-2026 term, that quorum will still be retained with the current composition of the CESC, and that a Chair can be selected from among its members.

The committee discussed the CESC's upcoming March 28, 2025 meeting and noted that election matters discussed there will be presented to the GNC at its April meeting via reports from the Chief Elections Officer. Staff noted that the invitation to observe the CESC meeting would be extended to all councillors.

Staff will provide a further update on the broader governance review of PEO at the June Council Meeting, with a further update related to the Election Committee Review item.

[V. Hilborn and N. Lwin left the meeting at 10:14 a.m.]

Motion to Move in Camera

Moved by Councillor Prudhomme, seconded by Councillor Schjerning:

That the committee move in camera at 10:31.

CARRIED

There being no further business, the meeting concluded 11:48 a.m. These minutes consist of 3 pages.

"S. Macfarlane"

S. MacFarlane, P.Eng., Chair



Minutes

The 35th Meeting of the GOVERNANCE AND NOMINATING COMMITTEE (GNC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Tuesday, April 15, 2025 at 1:00 p.m.

Present: Susan MacFarlane, P.Eng., Committee Chair and Western Region Councillor
Greg Wowchuk, P.Eng., President
Roydon Fraser, P.Eng., Past President
Fred Saghezchi, P.Eng., President-elect
Nanda Lwin, P.Eng., Vice President (appointed) and East Central Region Councillor
Ahmed Elshaer, P.Eng., Northern Region Councillor
Ravinder Panesar, P.Eng., West Central Region Councillor
Rachel Prudhomme, P.Eng., Lieutenant Governor-in-Council Appointee
Glen Schjerning, P.Eng., Councillor-at-Large

Staff: Jennifer Quaglietta, P.Eng., CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Americo Viola, VP, Regulatory Operations and Deputy Registrar
Marina Solakhyan, Senior Director, Governance
Meg Feres, Manager, Council Operations
Antora Anowar, Council and Committee Coordinator
Graham Pedregosa, Council and Committee Coordinator

Guest: Nick Colucci, P.Eng., Chair, Central Election and Search Committee

Call to Order

Notice having been given and a quorum being present, the Chair called the meeting to order and welcomed Committee members, staff, and guest; and made procedural announcements related to the conduct of the meeting.

Approval of Agenda

Moved by Councillor Prudhomme, seconded by Councillor Schjerning:

That the agenda for the April 15, 2025, meeting be approved as presented.

CARRIED

Conflicts of Interest

No conflicts were declared.

Consent Agenda – Previous Minutes

Moved by Councillor Prudhomme, seconded by Councillor Schjerning:

That the minutes of the 34th open session meeting of the Governance and Nominating Committee, held on March 24, 2025 accurately reflect the business transacted at that meeting.

CARRIED

Consent Agenda – Updated 2024-2025 GNC Work Plan

No discussion of this item took place.

Election Issues: 2025 Reports and Preparation for 2026

The Chair of the Central Election and Search Committee (CESC), Nick Colucci, presented a summary of issues and recommendations from the Chief Elections Officer from the 2025 PEO elections. The committee also reviewed participant feedback from the March 28, 2025 CESC meeting consisting of CESC members, Chairs from the Regional Search and Election Committees, and PEO councillors.

[G. Wowchuk joined the meeting at 1:10 p.m.]

Chair Colucci presented the following recommendation from the Chief Electoral Officer, for the GNC to consider:

- Review the effectiveness of the All Candidates Meetings (ACM) during the election period and if the ACM brings value to members.
- The implementation of a candidate review period for candidates to approve materials prior to candidate materials being published on the PEO website or publications
- Discontinue printing and sending paper packages and remove phone option as participation via these options is rare.
- Ratify changes to the release of unofficial election results in line with the election certification from the returning officers.

A summary of the committee's discussion is below:

- Committee members agreed that the current All Candidates Meeting format had low viewership in past elections, and that PEO members have raised concerns that there is not enough information to get to know the candidates to sufficiently vote in PEO elections. Committee members raised that an alternative to the All-Candidates Meeting could be a video summary of each candidate or the use of Chapter town halls so members can get a sense of a candidate's demeanour and how they present themselves.
- Committee members discussed that a candidate review period for candidates to revisit material submitted for the PEO website and publications before being live would be beneficial to ensure that photos, text, correct weblinks and formatting are approved by the candidate before going live. Committee members also raised that PEO staff should not be directly involved in changes and continue their role to support the election process strictly on a logistical basis. It was emphasised that any candidates reviewing material and needing changes are to be done only by the candidate without the interference or use of PEO staff.
- The committee was supportive of the recommendation for an onboarding session with all candidates and the Chief Elections Officer take place shortly after nominations close.
- The committee discussed the recommendation by the Chief Elections Officer to eliminate the traditional mailing of election packages which include instruction for voting online or via phone and focus efforts on developing an enhanced online member portal which, potentially, could be used as a means for members to vote in PEO elections. It was raised that there are approximately 1500 licence holders who currently do not have an e-mail address registered with PEO which limits PEO's ability to administer elections via the member portal. The committee agreed not to utilize the member portal during the 2026 Council election.

- The committee discussed feedback relating to low voter engagement and participation during the recent PEO elections. The committee raised that the method of how voters cast their ballots has not made a significant improvement in voter turnout. It was raised that further engagement with stakeholders and non-participating licence holders in recent elections through various means (e.g university campuses, chapter related events, online newsletters) could help spread further awareness and participation in future PEO elections.

Staff will develop updated *Nomination and Voting Procedures*, *Election Publicity Procedures*, and Nomination Forms for the GNC to review in June. This item will incorporate the feedback from the CESC, and the discussion related to changes to the All Candidates meetings; offering a candidates' onboarding session shortly after nominations close and before voting begins; and consideration for a candidate material website review period.

[N. Colucci left the meeting at 2:19 p.m.]

Recommendations for Appointments to Committee and Other Board Positions for the 2025/2026 Term

During the period March 18 to April 3, 2025, Councillors were invited to respond to an Expressions of Interest Survey to specify preferences for serving on governance committees, Executive Committee (EXE), Discipline Committee (DIC), and to indicate interest in being appointed Council Chair and Vice President for the 2025-2026 term.

The committee reviewed information to assist with making appointment recommendations to Council for 2025-2026 governance committees and to consider whether to make recommendations with respect to other Board committees and positions.

By consensus, committee members agreed to recommend a slate of candidates based on each councillor's first choice. It was noted that changes to the recommended candidates may be made at Council's May 2, 2025 meeting.

Motion to Move In Camera

Moved by Councillor Prudhomme, seconded by President Wowchuk:

That the committee move in camera at 2:24 p.m.

CARRIED

Return to Open Session

The committee returned to open session at 2:26 p.m.

There being no further business, the meeting concluded 2:30 p.m.

These minutes consist of 3 pages.

"S. MacFarlane"

S. MacFarlane, P.Eng., Chair



Minutes

The 29th Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Tuesday, March 18, 2025 at 1:30 p.m.

Present: Vicki Hilborn, P.Eng., Committee Chair and Western Region Councillor
Greg Wowchuk, P.Eng., President (ex officio)
Roydon Fraser, P.Eng., Past President (ex officio)
Fred Saghezchi, P.Eng., President-elect (ex officio)
Guy Boone, P.Eng., Vice President (elected)
Chantal Chiddle, P.Eng., Eastern Region Councillor
Hannah Ehtemam, P. Eng., East Central Region Councillor
Michelle Liu, P.Eng., Eastern Region Councillor

Regrets: Leila Notash, P.Eng., Councillor-at-Large

Staff: Jennifer Quaglietta, P.Eng., CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Americo Viola, VP, Regulatory Operations and Deputy Registrar
Marina Solakhyan, Senior Director, Governance
David Smith, Director, External Relations
Sheetal Rawal, Policy Counsel, Governance
Meg Feres, Manager, Council Operations
Antora Anowar, Council and Committee Coordinator
Graham Pedregosa, Council and Committee Coordinator

Observer: Pappur Shankar, P.Eng., West Central Region Councillor

Call to Order

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

Approval of Agenda

Moved by Vice President Boone, seconded by Councillor Ehtemam:

That the agenda for March 18, 2025 RPLC meeting agenda be approved as presented.

CARRIED

There was a discussion regarding labour mobility as a potential item for a future meeting. The CEO/Registrar noted that Engineers Canada has prepared a national position statement in relation to interprovincial mobility, which was shared with Council via email during the meeting.

Conflicts of Interest

No conflicts were declared though Councillor Hilborn stated she is an employee of the Ontario government and participating at the meeting as a citizen and not a public service employee.

Consent Agenda: Previous Minutes

Moved by Councillor Chiddle, seconded by Councillor Ehtemam:

That the open session minutes of the February 6, 2025 accurately reflect the business transacted at that meeting.

CARRIED

Consent Agenda: Updated 2024-2025 RPLC Work Plan

No discussion of this item took place.

Consent Agenda: Professional Practice Guidelines Review Project: Summary Report

No discussion of this item took place.

Engineering Intern (EIT) Program: Policy Options

In follow up to Council's November 29, 2024, motion and commitment to the reinstatement of the EIT Program which directed staff to provide a policy proposal, supported by inclusive and comprehensive stakeholder input, staff presented two policy options based on the feedback and results from the consultation process. One option is an EIT program that acts as a pathway to those seeking licensure. The other option is an EIT program that is a pre-requisite for those seeking licensure.

Committee members explored each policy option element by element. A summary of the discussion is presented below:

Program Description

Committee members discussed that since EIT as a pathway is voluntary, flexible features are key to ensure the program benefits outweigh program requirements to deliver "value" for participants. Additionally, significant and ongoing investment in outreach efforts are needed to encourage participation through communicating the value of the program to students and employers.

Further discussion highlighted that EIT as a pre-requisite has the advantage of being aligned with graduated licensing but it is not as flexible and could create a barrier and delay to licensure.

Staff advised the committee that once Council decides on the policy option, further consultation is required as a part of the process to build a robust EIT program.

Title and Registration

It was noted that if the title is tied to a licence type for both EIT as a pathway and EIT as a pre-requisite for licensure (e.g., Engineer Supervised or Registered Engineer) rather than being a designation of status, the name EIT would need to change. If EIT program is a designation of status rather than licence type, then the name EIT can be retained.

[H. Ehtemam left the meeting at 2:12 p.m.]

For briefing material for Council at its April 4 meeting, the committee asked staff to include a summary to show the difference between status and title. Via general consensus, the committee agreed that it is the committee's preference to consider EIT as a designation of status and to retain EIT as the name of Engineering Intern Program.

[P. Shankar joined the meeting at 2:20 p.m.]

Benefits of an EIT Program

Staff highlighted the benefits of the EIT program gathered from the stakeholder consultation process.

[H. Ehtemam re-joined the meeting at 3:05 p.m.]

The committee discussed the possibility of broadening the scope for limited licence holders. It was noted that under the current regulation the path to get a limited license in comparison to a P.Eng. is a longer duration. Limited licence is also a distinct licensure that is offered to experienced technicians, and their trajectory may not be aligned with the proposals for either a pathway to or as pre-requisite to P.Eng. licensure. The committee discussed the possibility of expansion of the program to all licence holders in the future.

[R. Fraser joined the meeting at 3:35 p.m.]

Next Steps

The chair conducted an informal poll regarding the committee's preference for a recommendation of a single policy to Council. The committee was split in their decision and as a result it was agreed that both policy options should be considered by Council at its April 4, 2025 meeting. The briefing material for Council will be updated based on the feedback and suggestions that were raised by the committee.

[R. Fraser left the meeting at 4:00 p.m.]

Emerging Disciplines: Generative Discussion

In February 2024, Council directed the RPLC to incorporate "Emerging Disciplines" into the RPLC 2024-2025 work plan. The committee discussed the future of non-traditional streams of engineering and non-traditional ways of getting experience for the CBA portion of the requirements for licensure, how it may impact licensing in the future, and the current barriers to licensing.

There was a suggestion that this topic be considered for the RPLC's 2025-2026 workplan, and that it would be beneficial to address it in more specific terms regarding issues to be addressed and the actions expected, so that staff can determine the appropriate next steps.

Motion to Move In Camera

Moved by Councillor Chiddle, seconded by President Wowchuk:

That the committee move in camera at 4:15 p.m.

CARRIED

Return to Open Session

The committee returned to open session at 4:20 p.m.

Additional RPLC Meeting

It was agreed that the RPLC meeting scheduled for March 24, 2025 is not needed and will be cancelled. The committee will meet on April 17, 2025 as originally scheduled.

There being no further business, the meeting concluded at 4:31 p.m. These open session minutes consist of 3 pages.

Vicki Hilborn, P.Eng., Committee Chair



Minutes

The 30th Meeting of the REGULATORY POLICY AND LEGISLATION COMMITTEE (RPLC) of PROFESSIONAL ENGINEERS ONTARIO was held via ZOOM Videoconference on Thursday, April 17, 2025 at 1:30 p.m.

Present: Vicki Hilborn, P.Eng., Committee Chair and Western Region Councillor
Greg Wowchuk, P.Eng., President (ex officio)
Fred Saghezchi, P.Eng., President-elect (ex officio)
Guy Boone, P.Eng., Vice President (elected)
Chantal Chiddle, P.Eng., Eastern Region Councillor
Hannah Ehtemam, P. Eng., East Central Region Councillor
Michelle Liu, P.Eng., Eastern Region Councillor

Regrets: Roydon Fraser, P.Eng., Past President (ex officio)
Leila Notash, P.Eng., Councillor-at-Large

Staff: Jennifer Quaglietta, P.Eng., CEO/Registrar
Dan Abrahams, Vice-President (VP), Policy & Governance and Chief Legal Officer
Americo Viola, VP, Regulatory Operations and Deputy Registrar
Marina Solakhyan, Senior Director, Governance
Sheetal Rawal, Policy Counsel
Meg Feres, Manager, Council Operations
Antora Anowar, Council and Committee Coordinator
Graham Pedregosa, Council and Committee Coordinator

Call to Order

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

Approval of Agenda

The Chair reviewed the draft agenda. There was a request to add items related to:

- Engineering Interns (EIT) Program
- Emerging Disciplines
- Continuing Professional Development (CPD)/PEAK

During discussion it was noted that associated issues related to labour mobility and licensing application requirements in compliance with the *Fair Access to Regulated Professions and Compulsory Trades Act* ("FARPACTA") were addressed in the Ontario government's April 15 Throne Speech and PEO awaits regulatory direction in these areas. The Chair noted that general discussion of the issues can take place during item 6.0, "Policy Priorities for the 2025/2026 Council Term".

Moved by Councillor Chiddle, seconded by Vice President Boone:

That the agenda for April 17, 2025 RPLC meeting agenda be approved as presented.

CARRIED

Conflicts of Interest

No conflicts were declared though Councillor Hilborn stated she is an employee of the Ontario government and participating at the meeting as a citizen and not a public service employee.

Consent Agenda: Previous Minutes

Moved by Councillor Chiddle, seconded by Councillor Ehtemam:

That the open session minutes of the March 18, 2025 accurately reflect the business transacted at that meeting.

CARRIED

Update on Remaining Policy Initiatives

Staff provided an update on the remaining policy initiatives of the Council term 2024-2025 that were not finalized. The next steps for the following initiatives are identified and will be addressed in the upcoming Council term.

Mutual Recognition Agreements & Technical Exams

The item will be presented to Council at its June 2025 meeting. A plenary will be scheduled ahead of the June meeting where Engineers Canada representatives will be invited to inform the Council of how the mutual recognition agreements are utilized in other provinces. Staff also noted that it is an important initiative as there are benefits to learning about international and interprovincial labor mobility issues.

The committee discussed the possibility of geopolitical changes to interprovincial transfers and how a standardized harmonized approach towards entry to practice requirements may affect labor mobility and the profession in general.

Enhanced Mandatory Reporting

Staff was directed by the committee to consult with licence holders for feedback. Staff is waiting for the appropriate time to proceed with the consultation for meaningful engagement.

Fitness to Practise Program

Staff is waiting for the appropriate time to proceed with the consultation with membership for meaningful engagement.

Duty to Cooperate

It was noted that staff has gathered qualitative data and information from the regulatory compliance team. Staff was directed by the committee to collect more information for the committee's consideration. This item will be presented to the committee in its September meeting.

Policy Priorities for the 2025/2026 Council Term

Staff provided an update on the planned policy initiatives for the upcoming Council term 2025-2026. The following initiatives are going to be a part of the committee's work plan for the next year as some are works in progress and would need committee appraisal and Council approval along the way; and others are flagged by Council to be reviewed.

Engineering Intern Program

The decision made at the April Council meeting prompted staff to conduct a final consultation to confirm that all elements are considered for EIT as a pathway program. The item will be brought back to the committee once the review is complete. It will be presented to Council in June for final approval and to seek recommendations on regulatory implementation.

Comprehensive Review of the Mandatory CPD Program

Staff informed the committee that a comprehensive review of the Mandatory CPD program PEAK is timely. The initial PEAK program was developed by a volunteer task force; therefore, the comprehensive review will require staff to conduct thorough research on how the program was developed and what algorithms were used. Staff proposes to review the program in consultation with Council which will set the direction, purpose, and guiding principles. There will be extensive engagement with the membership. Staff further informed the committee that it is important to observe what other provinces are doing in this area as national harmonization efforts are becoming a top priority not only for regulators but also various provinces and the federal government.

Human Rights: Review of PEO's Regulatory Framework

Staff informed the committee that work has commenced and is in progress based on Council direction to staff to review all regulatory mechanisms that PEO has in place, most notably the code of ethics and professional misconduct regulation provisions in the regulations.

Time-Based Experience Requirements

Staff reminded the committee that based on the committee's decision to wait and observe, staff is monitoring what is happening in other provinces.

Professional Standards and Guidelines

Staff informed the committee that work is in progress to review those professional standards and guidelines that remain in the queue. Staff may propose a change in approach and bring a proposal forward for the committee's recommendation in the June meeting.

Staff answered questions from the committee regarding the timeframe and volume of work as it relates to the planned initiatives. Staff reminded the committee that other initiatives may emerge from the new strategic plan which will be approved by Council at its June meeting.

The committee also discussed the review of the mandatory CPD program PEAK and how the national harmonization agreement can affect the future of the CPD program.

Motion to Move In Camera

Moved by: President Wowchuk, seconded by Councillor Chiddle:

That the committee move in camera at 2:25 p.m.

CARRIED

Return to Open Session

The committee returned to open session at 2:27 p.m.

Item Moved to Open Session

The committee decided to move the in camera minutes of the previous meeting into open session.

Moved by Councillor Chiddle, seconded by President Wowchuk:

That the minutes of the in camera session of the March 18, 2025 meeting accurately reflect the business transacted at that meeting.

CARRIED

Additional Discussion

The committee continued informal discussion regarding the revitalization of an EIT program, including potential roles for the Chapters and the status of legacy EITs.

The committee also discussed the work of the *Continuing Professional Competence Program (CP)2 Task Force*, whose final report was issued in 2016. There was a request to list the names of the task force members in the minutes of this meeting.

Roster – Continuing Professional Competence Program (CP)2 Task Force

Annette Bergeron, Past CPDCQA chair
Tyler Ing, Past CPDCQA member
Rick Hohendorf, Past CPDCQA member
Changiz Sadr, Elected Councillor
Marilyn Spink, LGA Councillor
Warren Turnbull, Elected Councillor
David Brown, Elected Councillor
Roger Jones, Elected Councillor

There being no further business, the meeting concluded at 2:40 p.m. These open session minutes consist of 4 pages.

Vicki Hilborn, P.Eng., Committee Chair

Council Decision Log Open Motions

| Mtg | Date | Title | Motion | Status |
|-----|-----------|--|---|----------|
| 569 | 02-May-25 | Destruction of Remaining Secret Ballots | That the remaining secret ballots cast at the May 2, 2025 Council meeting be destroyed following the meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 569 | 02-May-25 | 10 Appointment of Elected Councillor to Discipline Committee | That Paula Klink, P.Eng., be appointed as a member of the Discipline Committee for the 2025-2026 Council year, in accordance with s.27(1)1 of the Professional Engineers Act. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 569 | 02-May-25 | 9 Appointment of Councillors to Executive Committee | <p>That the number of Executive positions to be appointed from amongst the members of Council under s.28(1)(e) of Regulation 941 be more than (1), and in this circumstance, at least one position must be filled by a member of Council appointed by the Lieutenant Governor in Council; CARRIED</p> <p>That the number of Executive positions to be appointed from amongst the members of Council under s.28(1)(e) of Regulation 941 be fixed at two (2), and in this circumstance, at least one position must be filled by a member of Council appointed by the Lieutenant Governor in Council; CARRIED WITH UNANIMOUS CONSENT</p> <p>That Lorne Cutler, P.Eng. and Lieutenant Governor Appointee, and Shahandeh Hannah Ehtemam, P.Eng., be appointed as members of the Executive Committee for the 2025-2026 Council year, in accordance with ss.28(1)(e) and 28(1.1) of Regulation 941. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |

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| 569 | 02-May-25 | 8 Appointment of Governance Committee Chairs | <p>1. That Lorne Cutler, P.Eng., be appointed Chair of the Audit and Finance Committee for the 2025-2026 Council year or until his successor is appointed.</p> <p>2. That Susan MacFarlane, P.Eng., be appointed Chair of the Governance and Nominating Committee for the 2025-2026 Council year or until her successor is appointed.</p> <p>3. That Luc Roberge, P.Eng., be appointed Chair of the Human Resources and Compensation Committee for the 2025-2026 Council year or until his successor is appointed.</p> <p>4. That Vicki Hilborn, P.Eng., be appointed Chair of the Regulatory Policy and Legislation Committee for the 2025-2026 Council year or until her successor is appointed. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 569 | 02-May-25 | 7 Appointment of Councillors to Governance Committees for 2025-2026 | <p>1. That the Audit and Finance Committee be composed of Council members Lorne Cutler, P.Eng., Paul Mandel, Susan Jingmiao Shi, P.Eng., Sherlock Sung, and Randy Walker, P.Eng., appointed for the 2025-2026 Council year.</p> <p>2. That the Governance and Nominating Committee be composed of Council members Sean Decloux, P.Eng., Paula Klink, P.Eng., Nanda Lwin, P.Eng., Susan MacFarlane, P.Eng., Ravinder Panesar, P.Eng., and Rachel Prudhomme, P.Eng., appointed for the 2025-2026 Council year.</p> <p>3. That the Human Resources and Compensation Committee be composed of Council members Andy Dryland, P.Eng., Luc Roberge, P.Eng., Scott Schelske, P.Eng., Uditha Senaratne, P.Eng., and Pappur Shankar, P.Eng., appointed for the 2025-2026 Council year.</p> <p>4. That the Regulatory Policy and Legislation Committee be composed of Council members Chantal Chiddle, P.Eng., Shahandeh Hannah Ehtemam, P.Eng., Ahmed Elshaer, P.Eng., Vicki Hilborn, P.Eng., and Sardar Asif Khan, P.Eng., appointed for the 2025-2026 Council year. CARRIED WITH UNANIMOUS CONSENT</p> <p>That Susan MacFarlane, P.Eng., also be appointed a member of the Regulatory Policy and Legislation Committee for the 2025-2026 Council year. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |

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| 569 | 02-May-25 | 6 Appointment of Vice President | That Randy Walker, P.Eng., be appointed as Vice President for the 2025-2026 Council year. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 569 | 02-May-25 | 5 Appointment of Regional Councillor Committee (RCC) Chair | That Chantal Chiddle, P.Eng., be appointed as Chair of the Regional Councillors Committee, effective immediately and to hold office until the close of business at the 2026 Annual General meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 569 | 02-May-25 | 4 Appointment of Council Meeting Chair | That Gregory Wowchuk, P.Eng., be appointed the Council Meeting Chair for the 2025-2026 Council year or until his successor is appointed. CARRIED WITH UNANIMOUS That the secret ballots be destroyed following the meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 569 | 02-May-25 | Vote Counters and Scrutineers | That Marina Solakhyan and Graham Pedregosa be appointed vote counters and scrutineers for secret ballots cast at the May 2, 2025 Council Meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 569 | 02-May-25 | 2 Approval of Agenda | That: a) the agenda, as presented to the meeting at C-569-2, Appendix A be approved; and b) the Chair be authorized to suspend the regular order of business. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 568 | 04-Apr-25 | 11.2 Councillor Questions – Potential Councillor Submission at AGM | Whereas Council and its governance committees have on numerous occasions discussed the matters set out in AGM Submission #1; and Whereas the content of the submission is substantially opposed by Council, Now therefore be it resolved, That Council informs the membership of PEO of its fundamental opposition to the submission as it goes against PEO's governance model, and against practices governing the operation of not-for-profit organizations in Ontario. CARRIED That the above motion be moved into open session. CARRIED | Complete |

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| 568 | 04-Apr-25 | 11.1a Engineers Canada Director Withdrawal and Replacement | That, a) Nick Colucci, P.Eng., be nominated for the vacant position on the board of Engineers Canada, and b) The results be moved into open session. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 568 | 04-Apr-25 | 9.1b) Engineers Canada: Candidate for President-Elect | That Council agrees to re-nominate Marisa Sterling, P.Eng., to serve a further one-year term from 2027 to 2028 as an Engineers Canada director from Ontario conditional on her being chosen as President-Elect at the May 2025 EC Board Meeting. CARRIED That Council agrees to re-nominate Tim Kirkby, P.Eng., to serve a two-year term from 2026 to 2028 as an Engineers Canada director from Ontario conditional on him being chosen as President-Elect at the May 2025 EC Board Meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 568 | 04-Apr-25 | 7.1 Engineering Intern (EIT) Program: Policy Options | That Council endorses the establishment of an “EIT as a Pathway” program as discussed at Appendix A and directs RPLC to bring a detailed program proposal, refined by further stakeholder consultation and analysis, and accompanied by a high-level action plan for implementation, to Council’s June 2025 meeting. CARRIED WITH UNANIMOUS CONSENT | In progress |
| 568 | 04-Apr-25 | 5.1 Roles of President and Chair | That the proposed amendments to By-Law No. 1 set out in C-568-5.1, Appendix A be approved by Council. (2/3 majority of votes cast required) CARRIED That the proposed changes to the Governance Manual set out in C-568-5.1, Appendix C be approved by Council. (simple majority of votes cast required) CARRIED | Complete |
| 568 | 04-Apr-25 | 4.3 Engineers Canada 2027 Per Capita Assessment Fee | That Council direct PEO’s Member Representative, or their designate, at the 2025 Engineers Canada Annual Meeting of Members to vote in favour regarding the approval of the 2027 Per Capita Assessment Fee increase, as outlined in C-568-4.3, Appendix A and approved by the Engineers Canada Board on December 9, 2024. CARRIED WITH UNANIMOUS CONSENT | Complete |

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| 568 | 04-Apr-25 | 4.2 Approval of Auditor for 2025 | That Council recommend to members at the April 2025 Annual General Meeting that Deloitte LLP be appointed as PEO's auditor for 2025 and hold office until the next annual general meeting or until a successor is appointed. CARRIED | Complete |
| 568 | 04-Apr-25 | 4.1 Approval of 2024 Audited Financial Statements | That Council: a) approve the audited financial statements for the year ended December 31, 2024, and the auditor's report thereon, as presented to the meeting at C-568-4.1, Appendix A; and b) authorize the President and President-elect to sign the audited financial statements on Council's behalf. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 568 | 04-Apr-25 | 2.5 Special Rules of Order: Councillor Submissions Protocol | Given that no improvements are proposed at this time, that the Special Rules dealing with Councillor submissions be reviewed again in 2027 when the Special Rules of Order are scheduled for review. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 568 | 04-Apr-25 | 2.3 Consulting Engineer Designation Applications | 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 Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as set out in Appendix A, Section 3. CARRIED WITH CONSENT AGENDA | Complete |
| 568 | 04-Apr-25 | 2.1 Open Session Minutes – 567th Council Meeting | That the minutes of the 567th meeting of Council, held February 21, 2025, as presented to the meeting at C-568-2.1, Appendix A, accurately reflect the business transacted at this meeting. CARRIED WITH CONSENT AGENDA | Complete |
| 567 | 21-Feb-25 | 9.1 Councillor Questions – Roles of President and Chair | That Council directs staff to review By-Law No. 1 and any applicable policies and propose changes that would align them with Council's decisions regarding the role and responsibilities of the Chair as Council's chosen representative, specifically in relation to internal administrative functions, including calling meetings and the approval of contracts and expenditures above a specified threshold, subject to potential member input as needed. CARRIED | In progress |

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| 567 | 21-Feb-25 | 8.2b) - Preserving Learnings from 2050 Visioning | <p>1. That the member driven 2050 Visioning for Relevance strategic goal be placed in the Council Registry as an unfinished project requiring future direction from Council to complete.</p> <p>2. That the vision statements and associated interpretive document be preserved.</p> <p>3. That the vision statements and associated interpretive document be considered in future strategic planning.</p> <p>CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 567 | 21-Feb-25 | 8.2a) Inform Members of Member-Driven Vision Work | That staff refer to the Winter 2025 Engineering Dimensions magazine as sufficient communication of the Visioning Update, if deemed satisfactory by the Past President, the current President, the Communications department, and the CEO/Registrar. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 567 | 21-Feb-25 | 6.1 2025 Goals for the CEO/Registrar | That Council approve the CEO/Registrar 2025 goals as outlined at C-567-6.1, Appendix A. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 567 | 21-Feb-25 | 5.2 Establishing Metrics for Governance Performance | That Council adopts the recommendations in the Council Evaluation Framework Report by Watson Board Advisors and directs staff to develop an action plan for implementing the recommendations during the 2025-2026 Council term. CARRIED WITH UNANIMOUS CONSENT | In progress |
| 567 | 21-Feb-25 | 5.1 Council Remuneration Framework | <p>Council:</p> <p>1.</p> <p>a)endorses development of a competitive remuneration structure,</p> <p>b)endorses development of a skills- and competency-based nomination model, and</p> <p>c)agrees to define Councillor role expectations.</p> <p>2. Council directs staff to develop an action plan and cost estimate for implementing the recommendations in Satori Consulting's Council Remuneration report by June 2025.</p> <p>CARRIED</p> | In progress |

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| 567 | 21-Feb-25 | 4.1 Nomination of Two (2) PEO Representatives for Appointment to Engineers Canada Board | That Christopher Chahine, P.Eng., and Roydon Fraser, P.Eng., be nominated as PEO Directors to the Engineers Canada Board of Directors, each for a three-year term effective as of the 2025 Engineers Canada Annual Meeting of Members. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 567 | 21-Feb-25 | 3.3 Strategic Plan Update | That the 2026+ Strategic Plan be made a 5-Year Plan, with a hard reset at 3 years. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 567 | 21-Feb-25 | 2.3 2025 PEO Council Governance Scorecard Review | That Council reviews and accepts the proposed changes to the indicators reported in the PEO Council Governance Scorecard, while retaining the 30 x 30 Licensure Rate Indicator. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 567 | 21-Feb-25 | 2.2a) Approval of Committee Membership Changes | That Council approve the committee membership changes as presented. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 567 | 21-Feb-25 | 2.1 Open Session Minutes – 566th Council Meeting | That the minutes of the 566th meeting of Council, held November 29, 2024, as presented to the meeting at C-567-2.1, Appendix A, accurately reflect the business transacted at this meeting. CARRIED WITH CONSENT AGENDA | Complete |
| 566 | 29-Nov-24 | 9.1 Councillor Questions - Minimum Academic Requirement | That PEO request to Engineers Canada that the Future of Engineering Accreditation next steps includes an explicit commitment to the licensure academic standard of a “minimum academic depth and breadth requirement for individuals.” CARRIED WITH UNANIMOUS CONSENT | Complete |
| 566 | 29-Nov-24 | 7.1 Future Direction of the EIT Program | That Council: 1. Commits to the reinstatement of the Engineering Intern (EIT) Program. 2. Directs the CEO/Registrar to initiate targeted engagement with relevant stakeholders to ensure inclusive and comprehensive input into the program’s redevelopment. 3. Directs the Regulatory Policy and Legislation Committee (RPLC) to provide a policy proposal to Council no later than April 2025. CARRIED | In progress |

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| 566 | 29-Nov-24 | 5.1 Safe Disclosure (Whistleblower) Policy | That Council approves the revised Safe Disclosure ("Whistleblower") Policy at C-566-5.1, Appendix A. CARRIED | Complete |
| 566 | 29-Nov-24 | 4.2 2025 Borrowing Resolution | That Council: a) approve the borrowing of money upon the credit of the association by way of: i) an operating overdraft up to an amount not to exceed CAD\$250,000; and ii) use of corporate credit cards with an aggregate limit not to exceed CAD\$120,000. b) in compliance with PEO's Internal Control Banking Policy, hereby confirms that this Borrowing Resolution is to expire on January 31, 2026. CARRIED | Complete |
| 566 | 29-Nov-24 | 4.1 2025 Budgets | That Council approve the draft 2025 budgets reviewed by the Audit and Finance Committee (AFC) and as presented to the meeting at C-566-4.1, Appendix A. CARRIED | Complete |
| 566 | 29-Nov-24 | 2.6 Discontinuing the "Services of The Engineer Acting Under the Drainage Act" Practice Guideline | That RPLC recommends to Council that PEO's practice guideline titled 'Services of the Engineer Acting Under the Drainage Act' be discontinued. CARRIED WITH CONSENT AGENDA | Complete |
| 566 | 29-Nov-24 | 2.5 Charter for the Regional Councillors Committee (RCC) | That Council approves the reviewed and updated Charter (formerly Terms of Reference) for the Regional Councillors Committee (RCC), as recommended by the RCC, as presented at C-566-2.5, Appendix A. CARRIED WITH CONSENT AGENDA | Complete |
| 566 | 29-Nov-24 | 2.4 2025 Councillor Training Protocol | That Council approves the 2025 Councillor Training Protocol as presented at Appendix A to the Decision Briefing Note titled "2025 Councillor Training Protocol", subject to the 2025 budget scheduled to be approved by Council on November 29, 2024 at C-566-4.1. CARRIED WITH CONSENT AGENDA | Complete |

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| 566 | 29-Nov-24 | 2.3 CEDC Applications - Approve | <p>1. That Council approve the exemption from examination and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |
| 566 | 29-Nov-24 | 2.2 Approval of Committee Membership Changes | <p>That Council approve the committee membership renewals for 2025.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |
| 566 | 29-Nov-24 | 2.1 Open Session Minutes – 564th Council Meeting | <p>That the minutes of the 565th meeting of Council, held September 27, 2024, as presented to the meeting at C-566-2.1, Appendix A, accurately reflect the business transacted at this meeting.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |
| 565 | 27-Sep-24 | 10.2 Director Accountability Framework | <p>That Council approves the Councillor Code of Conduct at C-565-10.2, Appendix A.</p> <p>That Council approves the Conflict of Interest Policy and Procedure for PEO Council at C-565-10.2, Appendix B.</p> <p>That Council approves the Anti-Workplace Violence, Harassment, and Discrimination Policy at C-565-10.2, Appendix C.</p> <p>That Council approves the election eligibility criteria presented at C-565-10.2, Appendix D, and directs staff to work with the Ministry of the Attorney General to prepare regulations respecting and governing the qualifications of the members to be elected to the Council as anticipated by clause 2 of subsection 7(1) of the Professional Engineers Act.</p> <p>That Council approves the disqualification conditions presented at C-565-10.2, Appendix E, and directs staff to work with the Ministry of the Attorney General to prepare regulations prescribing the conditions disqualifying members of the Council from sitting on the Council as anticipated by clause 3 of subsection 7(1) of the Professional Engineers Act.</p> | Complete |

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| 565 | 27-Sep-24 | 9.1 2025-2026 Council and Committee Calendar | That Council approves the proposed 2025-2026 Calendar of Council and Governance Committee Meetings and Events, included at C-565-9.1, Appendix A, subject to quorum requirements and availability of Councillors with respect to specific meetings. | Complete |
| 565 | 27-Sep-24 | 7.3 Fitness to Practice | That Council directs the CEO/Registrar to develop a formal fitness to practice process specifically designed to address issues of incapacity, for consideration by the Regulatory Policy and Legislation Committee (RPLC) and Council. | In progress |
| 565 | 27-Sep-24 | 7.2 Professional Practice Guideline Review: Human Rights in Professional Practice | Whereas Council has committed in the Anti-Racism & Equity Code to “reforming rules, licence-holder reporting, and regulatory oversight process and practices to reinforce the professional obligations of all licence holders to uphold human rights law” and the review of the Guideline on Human Rights in Professional Practice indicates further analysis of PEO’s regulatory tools is warranted to address human rights issues affecting the profession, That Council directs staff to review whether PEO’s regulatory and non-regulatory measures adequately address human rights issues within its jurisdiction and to propose measures for improvement where appropriate. | In progress |
| 565 | 27-Sep-24 | 7.1 Practice Standard Revision: Tower Crane Inspections & Request for Regulation Change To O.Reg. 260/08 | 1. That Council approves the “Engineering Inspection Practice Standard for Tower Cranes as required by Ontario Regulation 213/91 under the Occupational Health and Safety Act” as presented in Appendix A, to address the Ontario Regulation 213/91 changes which came into effect on January 1, 2024, and 2. That Council directs staff to work with the Ministry of the Attorney General to draft amendments Ontario Regulation 260/08 (Performance Standards) to reference this updated Practice Standard. | In progress |
| 565 | 27-Sep-24 | 5.2 Appointment to GNC | That Council approves the appointment of Rachel Prudhomme, P.Eng., to the Governance and Nominating Committee for the remainder of the 2024-2025 Council term, as outlined in the “Recommendation” section of the briefing note presented to the meeting at C-565-5.2. CARRIED | Complete |
| 565 | 27-Sep-24 | 5.1 Annual General Meeting 3-Year Plan | That Council approves the 3-Year Plan for PEO AGMs as outlined in the “Recommendations” section of the briefing note presented to the meeting at C-565-5.1. | Complete |
| 565 | 27-Sep-24 | 4.1 IT Policy for Council and Volunteers | That Council approve the revised information technology (IT) policy. | Complete |

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| 565 | 27-Sep-24 | 2.4(a) RCC Work Plan for 2024-2025 | That Council approve the Work Plan for the Regional Councillors Committee (RCC), as recommended by RCC, and as submitted to the meeting at C-565-2.4a) Appendix A. CARRIED WITH CONSENT AGENDA | Complete |
| 565 | 27-Sep-24 | 2.3 CEDC Applications - Approve | 1. That Council approve the exemption from examination 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 Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as set out in Appendix A, Section 3. CARRIED WITH CONSENT AGENDA | Complete |
| 565 | 27-Sep-24 | 2.2(a) Approval of Committee Membership Changes | That Council approve the changes to Committee Membership as presented. CARRIED WITH CONSENT AGENDA | Complete |
| 565 | 27-Sep-24 | 2.1 Open Session Minutes – 564th Council Meeting | That the minutes of the 564th meeting of Council held June 21, 2024, as presented to the meeting at C-565-2.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED WITH CONSENT AGENDA | Complete |
| 564 | 21-Jun-24 | 10.2 Recommendations for Addressing Truth and Reconciliation "Calls to Action" | That Council receives the recommendations outlined in the report entitled Recommendations for addressing the TRC Calls to Action and Increasing Indigenous Representation in Engineering in Ontario. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 564 | 21-Jun-24 | 8.1 RPLC Work Plan for 2024-2025 | That the Work Plan for the Regulatory Policy and Legislation Committee, as submitted to the meeting at C-564-8.1, Appendix A, be approved. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 564 | 21-Jun-24 | 7.1 HRCC Work Plan for 2024-2025 | That the Work Plan for the Human Resources and Compensation Committee, as submitted to the meeting at C-564-7.1, Appendix A, be approved. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 564 | 21-Jun-24 | 5.3 Annual General Meeting 2025 Date | That Council selects Saturday, April 26, 2025 as the date for the 2025 Annual General Meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |

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| 564 | 21-Jun-24 | 5.2 Election Matters | <p><u>Original Motion</u> That Council, with respect to the 2025 Council election:</p> <p>a) approves the 2025 Nomination and Voting Procedures, as presented to the meeting at C-564-5.2, Appendix A.</p> <p>b) approves the 2025 Election Publicity Procedures, as presented to the meeting at C-564-5.2, Appendix B.</p> <p>c) approves the 2025 Nomination Form as presented to the meeting at C-564-5.2, Appendix C.</p> <p>d) approves the 2025 Nomination Acceptance Forms for President-Elect, Vice President, Councillor-at-Large, and Regional Councillor as presented to the meeting at C-564-5.2, Appendix D.</p> <p>e) appoints the Regional Election and Search Committees for each Region.</p> <p>f) appoints the Junior Regional Councillor in each Region (Chantal Chiddle, P.Eng., Shahandeh Hannah Ehtemam, P.Eng., Ahmed Elshaer, P.Eng., Vicki Hilborn, P.Eng., Pappur Shankar, P.Eng.) as Chair of the Regional Election and Search Committee for their Region.</p> <p><u>New Motion</u> That the Nomination Acceptance Forms be amended to remove the phrase "I understand that a false statement or misrepresentation could result in disciplinary action under the Professional Engineers Act." CARRIED</p> | Complete |
| 564 | 21-Jun-24 | 5.1 GNC Work Plan for 2024-2025 | <p>That the Work Plan for the Governance and Nominating Committee, as submitted to the meeting at C-564-5.1, Appendix A, be approved. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 564 | 21-Jun-24 | 4.1 AFC Work Plan for 2024-2025 | <p>That the Work Plan for the Audit and Finance Committee, as submitted to the meeting at C-564-4.1, Appendix A, be approved. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 564 | 21-Jun-24 | 2.3(b) CEDC Applications - Decline | <p>1. That Council decline the application for redesignation as a Consulting Engineer as presented to the meeting at C-564-2.3(b), Appendix A, Section 1. CARRIED WITH CONSENT AGENDA</p> | Complete |

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| 564 | 21-Jun-24 | 2.3(a) CEDC Applications - Approve | <p>1. That Council approve the exemption from examination and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |
| 564 | 21-Jun-24 | 2.2(a) Approval of Committee Membership Changes | <p>That Council approve the changes to Committee Membership as presented.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |
| 564 | 21-Jun-24 | 2.1 Open Session Minutes – 562nd and 563rd Council Meetings | <p>That the minutes of the 562nd meeting of Council, held April 5, 2024, and of the 563rd meeting of Council held May 3, 2024, as presented to the meeting at C-564-2.1, Appendices A and B respectively, accurately reflect the business transacted at these meetings.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |
| 563 | 03-May-24 | 10 Appointment of Elected Councillor to Discipline Committee | <p>That Luc Roberge, P.Eng., be appointed as a member of the Discipline Committee for the 2024-2025 Council year, in accordance with s.27(1)1 of the Professional Engineers Act. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 563 | 03-May-24 | 9 Appointment of Councillors to Executive Committee | <p>1. That the number of Executive positions to be appointed from amongst the members of Council under s.28(1)(e) of Regulation 941 be fixed at five (5), and in this circumstance, at least one position must be filled by a member of Council appointed by the Lieutenant Governor in Council. CARRIED</p> <p>2. That Shahandeh Hannah Ehtemam, P.Eng., Ahmed Elshaer, P.Eng., Vicki Hilborn, P.Eng., Glen Schjerning, P.Eng., and Uditha Senaratne, P.Eng., be appointed as members of the Executive Committee for the 2024-2025 Council year, in accordance with ss.28(1)(e) and 28(1.1) of Regulation 941. CARRIED WITH UNANIMOUS CONSENT</p> <p>New Motion: That the electronic ballots used for all secret voting be deleted following the meeting. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |

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| 563 | 03-May-24 | 8 Appointment of Governance Committee Chairs | <p>1. That Lorne Cutler, P.Eng., be appointed Chair of the Audit and Finance Committee for the 2024-2025 Council year or until his successor is appointed.</p> <p>2. That Susan MacFarlane, P.Eng., be appointed Chair of the Governance and Nominating Committee for the 2024-2025 Council year or until her successor is appointed.</p> <p>3. That Luc Roberge, P.Eng., be appointed Chair of the Human Resources and Compensation Committee for the 2024-2025 Council year or until his successor is appointed.</p> <p>4. That Vicki Hilborn, P.Eng., be appointed Chair of the Regulatory Policy and Legislation Committee for the 2024-2025 Council year or until her successor is appointed. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
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| 563 | 03-May-24 | 7 Appointment of Councillors to Governance Committees for 2024-2025 | <p>That the proposed membership of the Audit and Finance Committee as listed in C-563-7, Appendix A, be approved.</p> <p>That Vicki Hilborn be added to the proposed membership for the Audit and Finance committee.</p> <p>1. That the Audit and Finance Committee be composed of Council members Lorne Cutler, P.Eng., Vicki Hilborn, P.Eng., Paul Mandel, George Nikolov, P.Eng., Sherlock Sung, and Randy Walker, P.Eng., appointed for the 2024-2025 Council year</p> <p>2. That the Governance and Nominating Committee be composed of Council members Ahmed Elshaer, P.Eng., Nanda Lwin, P.Eng., Susan MacFarlane, P.Eng., Ravinder Panesar, P.Eng., and Glen Schjerning, P.Eng., appointed for the 2024-2025 Council year.</p> <p>3. That the Human Resources and Compensation Committee be composed of Council members Andrew Dryland, Luc Roberge, P.Eng., Scott Schelske, P.Eng., Uditha Senaratne, P.Eng., and Pappur Shankar, P.Eng., appointed for the 2024-2025 Council year.</p> <p>4. That the Regulatory Policy and Legislation Committee be composed of Council members Guy Boone, P.Eng., Chantal Chiddle, P.Eng., Shahandeh Hannah Ehtemam, P.Eng., Vicki Hilborn, P.Eng., Michelle Liu, P.Eng., and Leila Notash, P.Eng., for the 2024-2025 Council year. CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 563 | 03-May-24 | 6 Appointment of Vice President | That Nanda Lwin, P.Eng., be appointed as Vice President for the 2024-2025 Council year. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 563 | 03-May-24 | 5 Appointment of Regional Councillors Committee (RCC) Chair | That Pappur Shankar, P.Eng., be re-appointed as Chair of the Regional Councillors Committee, effective immediately and to hold office until the close of business at the 2025 Annual General meeting. CARRIED WITH UNANIMOUS CONSENT | Complete |
| 563 | 03-May-24 | 4 Appontment of Council Meeting Chair | That Gregory Wowchuk, P.Eng., be appointed the Council Meeting Chair for the 2024-2025 Council year or until his successor is appointed. CARRIED WITH UNANIMOUS CONSENT | Complete |

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| 562 | 05-Apr-24 | 11.2 Sterling Award: Next Steps | That: a) Effective immediately, Council approves to discontinue the G. Gordon M. Sterling Engineering Intern Award Program. b) Effective immediately, the Sterling Award Subcommittee be stood down with thanks to all current and previous members. CARRIED | Complete |
| 562 | 05-Apr-24 | 10.2 Councillor Questions – PEO Definition of Public Interest | New Motion To add discussion of the definition of “public interest” to the Council Issues Registry. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 10.2 Councillor Questions – Topics for Registry | New Motion That the below suggestions be placed on the Councillor Issues Registry: 1. That Council create a Past Presidents Advisory Group (PPAG) that meets at least 2x. per year chaired by the immediate past president? 2. Staff to review the costs relating to offering a virtual learning platform that will be available to all PEO license holders in order to maintain their mandatory CPD requirements and bring forward for consideration in future budgets. 3. That staff look at partnering with OSPE to combine future AGM's with an Engineering Conference (Symposium) to assist PEO members to obtain their CPD hours. 4. That staff provide an update on the consultants used in 2022 and 2023 including a summary of Company Name, Type of Work, Amount Budgeted, Budget Line, Actual Amount Spent, Reason for use of consultant, Steps being taken to complete this work in house. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 8.2 Future of Engineer-in-Training (EIT) Update | New Motion That Item 8.2 be made a topic of a future Plenary session, or of a future Council meeting, to be decided by the President, or by the Chair of Council, as appropriate. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 6.5 Special Rules Review and Councillor Submissions | That the proposed amendments to By-Law No. 1 set out in Appendix A be approved by Council. (2/3 of votes cast required to carry) CARRIED That the Special Rules of Order that are currently in effect be rescinded and that the Special Rules of Order set out in Appendix D be enacted by Council to replace them. (2/3 of votes cast required to carry) CARRIED That the Special Rules of Order provisions dealing with Councillor submissions and the Councillor Submissions Mechanism be reviewed by GNC in April 2025 in order to make recommendations to Council for improvement. (simple majority) CARRIED | Complete |

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| 562 | 05-Apr-24 | 6.4 Updates to Order of Honour (OOH) Nomination Process | That, effective immediately, Council approves the improvements to the nomination process for the Order of Honour, as proposed by staff and OSC and as presented at C-562-6.4, Appendix A. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 6.3 Order of Honour Selection Committee (OSC) Terms of Reference | That Council approve the reviewed and updated Terms of Reference for the Order of Honour Selection Committee (OSC), as recommended by OSC, and as presented at C-562-6.3, Appendix A. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 6.2 Revisions to Governance Committees' Charters | That Council approves the revised Charters of the Audit and Finance Committee, Governance and Nominating Committee, Human Resources and Compensation Committee, and Regulatory Policy and Legislation Committee, as presented to the meeting at C-562-6.2, Appendices A to D. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 6.1 Appointment of Northern Region Councillor | That Council appoint Ahmed Elshaer as the Northern Region Councillor for the 2024-2026 Council terms, in accordance with the "Filling a Councillor Vacancy" process set out at section 29.1 of By-Law No 1. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 5.3 Payment of Legal Expenses | That Council directs the GNC to oversee the development of a legal expenses framework with respect to individuals performing functions under the Professional Engineers Act. CARRIED | In progress |
| 562 | 05-Apr-24 | 5.2 Recommendation of Appointment of Auditor for 2024 | That Council directs the GNC to oversee the development of a legal expenses framework with respect to individuals performing functions under the Professional Engineers Act. CARRIED | Complete |
| 562 | 05-Apr-24 | 5.1 2023 Audited Financial Statements | That Council: a) approve the audited financial statements for the year ended December 31, 2023, and the auditor's report thereon, as presented to the meeting in Appendix A; and b) authorize the President and President-elect to sign the audited financial statements on Council's behalf. CARRIED BY UNANIMOUS CONSENT | Complete |
| 562 | 05-Apr-24 | 4.3 Engineers Canada 2026 Per Capita Assessment Fee | That Councils direct PEO's Member Representative at the 2024 Engineers Canada Annual Meeting of Members to vote in favour regarding the approval of the 2026 Per Capita Assessment Fee increase, as outlined in C-562-4.3, Appendix A and approved by the Engineers Canada Board on December 4, 2023. CARRIED | Complete |

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| 562 | 05-Apr-24 | 4.2 Engineers Canada National Statement of Collaboration | <p>That Council endorses the National Statement of Collaboration proposed by Engineers Canada and presented to C-562-4.2 at Appendix A in EN and Appendix D in FR.</p> <p>That Council directs PEO's Member Representative, or their proxy, to vote in favour of the motion proposed by Engineers Canada at its Annual Meeting of Members scheduled for May 25, 2024.</p> <p>Amendment That the definition of "harmonization" should include the concept of "equitable" as in the main document. DEFEATED</p> <p>MAIN MOTION CARRIED</p> | Complete |
| 562 | 05-Apr-24 | 4.1 Engineers Canada 2025-2029 Strategic Plan | <p>That Council endorses the 2025-2029 Strategic Plan – Realizing Tomorrows proposed by Engineers Canada and presented to C-562-4.1 at Appendix C in EN and Appendix D in FR.</p> <p>That Council directs PEO's Member Representative, or their proxy, to vote in favour of the motion proposed by Engineers Canada at its Annual Meeting of Members scheduled for May 25, 2024. CARRIED</p> | Complete |
| 562 | 05-Apr-24 | 2.3b CEDC Applications - Decline | 1. That Council decline the application for redesignation as a Consulting Engineer as presented to the meeting at C-562-2.3(b), Appendix A, Section 1. CARRIED WITH CONSENT AGENDA | Complete |
| 562 | 05-Apr-24 | 2.3a CEDC Applications - Approve | <p>1. That Council approve the exemption from examination and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as presented to the meeting at C-562-2.3(a), Appendix A, Section 3. CARRIED WITH CONSENT AGENDA</p> | Complete |
| 562 | 05-Apr-24 | 2.2(a) Approval of Committee Membership Changes | That Council approve the changes to Committee Membership as presented. CARRIED WITH CONSENT AGENDA | Complete |

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| 562 | 05-Apr-24 | 2.1 Open Session Minutes – 561 Council Meeting – February 23, 2024 | That the minutes of the 561st meeting of Council, held February 23, 2024, as presented at C562-2.1, Appendix A, and amended, accurately reflect the business transacted at that meeting. CARRIED | Complete |
| 562 | 05-Apr-24 | 2.0 Consent Agenda | <p>That the Consent Agenda be approved as amended, consisting of:</p> <p>2.2 – Changes to 2024 Statutory and Regulatory Committees' Membership List a) Approval of Committee Membership Changes b) Committee Membership Changes</p> <p>2.3 – Consulting Engineer Designation Applications a) Approving b) Declining</p> <p>The following items were pulled for individual consideration: 2.1 Open Session Minutes C-561, February 23, 2024 2.4 – Regional Councillors Committee (RCC) Report CARRIED BY UNANIMOUS CONSENT</p> | Complete |
| 561 | 23-Feb-24 | 11.4 Safe Disclosure (Whistle-blower Policy) | <p>That Council refer the Safe Disclosure (Whistle-blower) Policy to the Governance and Nominating Committee to consider possible improvements to the Policy and report back with recommendations, if any, by the end of 2024.</p> <p>CARRIED (Moved into open Session)</p> | In progress |

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| 561 | 23-Feb-24 | 10.2(b) Emerging and Emerged Engineering Disciplines Committee | <p>Original Motion That PEO Council direct the RPLC to create the "Emerging Disciplines Working Group".</p> <p>The terms of reference for this Working Group shall: - Review and recognize emerging and emerged engineering disciplines; and, - Establish a process for producing rights to practice (equivalent to those of traditional practices)</p> <p>Amendment That PEO Council direct the RPLC to add "Emerging Disciplines" to the RPLC 2024-2025 Work Plan.</p> <p>The terms of reference for this Working Group shall: - Review and recognize emerging and emerged engineering disciplines; and, - Establish a process for producing rights to practice (equivalent to those of traditional practices)</p> <p>AMENDMENT CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 561 | 23-Feb-24 | 10.2(a) Caretaker Convention Working Group | <p>Original Motion That a working group of three members, appointed by the President, provide recommendations to Council on what aspects of a Caretaker Convention PEO should adopt with recommendations provided, or an update on progress, at the June 2024 Council meeting.</p> <p>Amendment To remove "of three members, appointed by the President." CARRIED WITH UNANIMOUS CONSENT</p> | Complete |
| 561 | 23-Feb-24 | 7.1 2024 Performance Goals for the CEO/Registrar | <p>That Council approve the CEO/Registrar 2024 Goals Review Form as presented to the meeting at C-561-7.1, Appendix A. CARRIED</p> | Complete |
| 561 | 23-Feb-24 | 6.5 In-Camera Sessions Protocol | <p>That the In-Camera Sessions Protocol be approved as presented to the meeting at C-561-6.5, Appendix A.</p> | Complete |

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| 561 | 23-Feb-24 | 6.4 2024 Annual General Meeting: Guide for Member Submissions | <p>That Council approves the revised Guide for Member Submissions at the Annual General Meeting as presented to the meeting at C-561-6.5, Appendix A.</p> <p>Correction to Guide That Section 2.4 be corrected from “The minimum time for presentation of submissions is two minutes.” to ““The maximum time for presentation of submissions is two minutes.”</p> <p>Friendly Amendment to Guide That all references to number of days be referenced as calendar days as needed.</p> <p>Amendment to Guide That Section 3.1 be modified that submitters of motions be notified of the date of the Council meeting when the AGM submissions will be discussed. CARRIED</p> | Complete |
| 561 | 23-Feb-24 | 6.3 Enterprise Risk Management Policy | That Council approve the proposed risk management policy as presented to the meeting at C-561-7.1, Appendix A. | Complete |
| 561 | 23-Feb-24 | 6.2 Director Conduct Plan | That Council approves the three-step plan proposed by staff regarding governance controls for director conduct. | Complete |
| 561 | 23-Feb-24 | 6.1 2024 Election: No Member Nominated for Northern Region Councillor | <p>That the “Filling a Councillor Vacancy” process set out at section 29.1 of By-Law No 1 be followed during the current Council term to select a licence holder residing in the Northern Region for the office of Northern Region Councillor, to be appointed by Council at its April 2024 meeting.</p> <p>CARRIED</p> | Complete |
| 561 | 23-Feb-24 | 4.1 Nomination of Two (2) PEO Representatives for Appointment to Engineers Canada Board | That Marisa Sterling, P.Eng. and Arjan Arenja, P.Eng., be nominated as PEO Directors to the Engineers Canada Board of Directors, each for a three-year term effective as of the 2024 Engineers Canada Annual General Meeting. CARRIED | Complete |
| 561 | 23-Feb-24 | 2.2(a) Approval of Committee Membership Changes | <p>That Council approve the changes to Committee Membership as presented.</p> <p>CARRIED</p> | Complete |

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| 561 | 23-Feb-24 | 2.1 Open Minutes C-560 | That the minutes of the 560th meeting of Council, held November 16-17, 2023, as presented to the meeting at C-561-2.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED | Complete |
| 560 | 16-Nov-23 | 9.3c) Term Limits for Elected Councillors | Motion for staff to prepare a report on the potential to increase or potentially remove the term limit for elected Councillors by April 2024. CARRIED | In progress |
| 560 | 16-Nov-23 | 9.3b) Council Registry of Activities and Open Issues | That GNC provide Council with a plan for developing and maintaining a Council Registry of Activities and Open Issues for the April 2024 meeting of Council. CARRIED BY UNANIMOUS CONSENT | In progress |
| 560 | 16-Nov-23 | 9.2 Smith & Wolfe Awards | That, effective immediately, Council approves to discontinue the following programs: V.G. Smith Award and S.E. Wolfe Thesis Award. CARRIED | Complete |
| 560 | 16-Nov-23 | 7.1 Direction to Examine the Current Four-Year Experience Requirement | That Council approve the proposed plan to examine P.Eng. experience requirements, using PEO's Policy Development Framework, as presented in C-560-7.1, Appendix A. CARRIED BY UNANIMOUS CONSENT | Complete |
| 560 | 16-Nov-23 | 6.1 CEO/Registrar Performance Review Process: Proposed Changes to Align with Strategy and Operational Planning Timelines | That Council approve the proposed aligned CEO/Registrar Performance Review Process presented at Appendix B to item C-560-6.1. CARRIED BY UNANIMOUS CONSENT | Complete |
| 560 | 16-Nov-23 | 5.5 Advisory Group Proposal | That, effective as of December 31, 2023, the Licensing Committee, Enforcement Committee and Professional Standards Committee be stood down with Council's thanks and appreciation to all current and previous members. CARRIED | Complete |

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| 560 | 16-Nov-23 | 5.4 Nomination Process for PEO Representatives on Engineers Canada Board | <p>Original Motion</p> <p>That Council approves the revised process to nominate PEO representatives for appointment to the Engineers Canada Board of Directors, as presented to the meeting at C-560-5.4 Appendix B.</p> <p>It was agreed without objection to change references to “50% + 1 majority” in the document to “a majority of votes cast.”</p> <p>Amended Motion</p> <p>That Council approves the revised process to nominate PEO representatives for appointment to the Engineers Canada Board of Directors, as amended at the meeting at C-560-5.4 Appendix B.</p> <p>CARRIED AS AMENDED BY UNANIMOUS CONSENT</p> | Complete |
| 560 | 16-Nov-23 | 5.3 Director Conduct Conf. | That Council receives the good practices report and directs staff, by February 2024, to prepare a plan to Council for a Code of Conduct to be passed at a future time, respectively, for PEO's 2024 Annual General Meeting. CARRIED | Complete |
| 560 | 16-Nov-23 | 5.2 2024 AGM Place and Time | That Council approves a plan to Council for a Code of Conduct to be passed at a future time, respectively, for PEO's 2024 Annual General Meeting. CARRIED | Complete |
| 560 | 16-Nov-23 | 5.1 PEO Council Governance Scorecard | That Council accepts a scorecard of quantitative indicators as presented to support governance oversight of PEO operations. CARRIED BY UNANIMOUS CONSENT | Complete |
| 560 | 16-Nov-23 | 4.2 2024 Borrowing | That Council: a) approve the borrowing of money upon the credit of the association by way of: | Complete |
| 560 | 16-Nov-23 | 4.1 2024 Draft Operating and Capital Budgets | That Council approve the draft 2024 operating and capital budgets reviewed by the Audit and Finance Committee and as presented to the meeting at C-560-4.1, Appendix A. CARRIED BY UNANIMOUS CONSENT | Complete |
| 560 | 16-Nov-23 | 2.7 Emission Summary and Dispersion Model (ESDM) Guideline Conversion to Standard | That Council approves partially rescinding its September 23, 2016 motion, by no longer requiring that a performance standard be developed for Professional Engineers Providing Engineering Reports under O. Reg. 1/17 (ESDM and AAR Reports). CARRIED WITH CONSENT AGENDA | Complete |
| 560 | 16-Nov-23 | 2.6 Acoustical Engineering Service in Land Use Planning Guideline | That Council approves the revised “Professional Engineers Providing Acoustical Engineering Services in the Land-Use Planning Process Guideline, dated August 11, 2023” in Appendix A. CARRIED WITH CONSENT AGENDA | Complete |

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| 560 | 16-Nov-23 | 2.5 2024 Councillor Training Protocol | That Council approves the 2024 Councillor Training Protocol as presented at Appendix A to the Decision Briefing Note titled “2024 Councillor Training Protocol”, subject to the 2024 budget scheduled to be approved by Council at its November 16 & 17, 2023 meeting. CARRIED BY UNANIMOUS CONSENT | Complete |
| 560 | 16-Nov-23 | 2.4 2024-2025 Council and Committee Calendar | That Council approves the Proposed 2024-2025 Calendar of Council and Governance Committee Meetings and Events, included at C-560-2.4, Appendix A. CARRIED BY UNANIMOUS CONSENT | Complete |
| 560 | 16-Nov-23 | 2.3 2023 Statutory and Regulatory Committees’ Membership List b) Full Roster | That Council approve the full 2023 Committees Membership Lists for 2024. CARRIED WITH CONSENT AGENDA | Complete |
| 560 | 16-Nov-23 | 2.2 Consulting Engineer Designation Applications | That: 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 Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as presented to the meeting at C-559, Appendix A, Section 5. CARRIED WITH CONSENT AGENDA | Complete |
| 560 | 16-Nov-23 | 2.1 Open Session Minutes – 559 Council Meeting – September 22, 2023 | That the minutes of the 559th meeting of Council, held September 22, 2023, as presented to the meeting at C-560-2.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED WITH CONSENT AGENDA | Complete |

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| 559 | 22-Sep-23 | 8.4a) Reducing the Engineering Experience 4-year Time Requirement | <p>That RPLC provide Council with a plan at the November 2023 meeting of Council, that includes a timeline and a plan for involving ERC experience requirement experts, to</p> <p>(a) consider introducing an apprentice/intern pathway to engineering experience as an alternative to CBA; and</p> <p>(b) consider reducing the 4-year experience requirement for all experience pathways to licensure.</p> <p>CARRIED</p> | In progress |
| 559 | 22-Sep-23 | Motion to Defer | <p>Move to defer all items in Section 7 and all items in Section 8 except:</p> <p>8.3 (Eng Can Director Report, delivered earlier in meeting)</p> <p>8.4a) Reducing 4-year Eng. Experience Time Requirement</p> <p>to the next Council meeting.</p> <p>CARRIED</p> | Complete |
| 559 | 22-Sep-23 | 6.5 Appointment of Deputy Registrar | <p>That Americo Viola, P.Eng., be appointed Deputy Registrar, effective September 25, 2023, until such time as Council appoints a successor, and that the temporary appointment of Arun Dixit, P.Eng. as Interim Deputy Registrar be ended, with PEO's gratitude for his additional service, effective the same date.</p> <p>CARRIED UNANIMOUSLY</p> | Complete |
| 559 | 22-Sep-23 | 5.1 Report from Tribunals | <p>That Council adopt the appointments as set out in C-559-5.1, Appendix C - the Report on Tribunal Appointments, provided in the September 22, 2023 Briefing Note from Tribunals.</p> <p>CARRIED</p> | Complete |
| 559 | 22-Sep-23 | 4.4 Mandatory CPD (PEAK): Proposed Policy Change | <p>That Council approve exempting all Licence and Limited Licence holders who qualify for fee remission from all annual continuing professional development requirements, effective January 2024.</p> <p>CARRIED</p> | Complete |
| 559 | 22-Sep-23 | 4.3 RPLC Work Plan for 2023-2024 | <p>That the Work Plan for the Regulatory Policy and Legislation Committee, as submitted to the meeting at C-559-4.3, Appendix A, be approved.</p> <p>CARRIED WITH CONSENT AGENDA</p> | Complete |

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| 559 | 22-Sep-23 | 4.2 2024 AGM | <p>Original Motion That Council endorse a [] format for PEO's 2024 Annual General Meeting.</p> <p>Vote #1 That "in-person" be inserted as the choice of format for PEO's 2024 Annual General Meeting. DEFEATED</p> <p>Vote #2 That "hybrid" be inserted as the choice of format for PEO's 2024 Annual General Meeting.</p> <p>Final Motion That Council endorse a hybrid format for PEO's 2024 Annual General Meeting. CARRIED</p> | Complete |
| 559 | 22-Sep-23 | 2.2 Consulting Engineer Designation Applications | <p>That:</p> <p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in Appendix A, Section 2.</p> <p>3. 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 WITH CONSENT AGENDA</p> | Complete |
| 559 | 22-Sep-23 | 2.1 OPEN SESSION MINUTES – 558th Council Meeting – June 23, 2023 | <p>That the minutes of the 558th meeting of Council, held June 23, 2023, as presented to the meeting at C-559-2.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED WITH CONSENT AGENDA</p> | Complete |

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| 558 | 23-Jun-23 | 3.10 Policy Development Framework | <p>Original Motion That Council adopts the Policy Development Framework as presented.</p> <p>Amendment 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</p> | Complete |
| 558 | 23-Jun-23 | 3.9 Selection and Recommendation of Election Officials | <p>That:</p> <p>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;</p> <p>2. That Council approve the Official Elections Agent security requirements, as presented to the meeting at C-558-3.9, Appendix C;</p> <p>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, Appendices D. CARRIED</p> | Complete |
| 558 | 23-Jun-23 | 3.8 CESC Appointments and Transitions | <p>That:</p> <p>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;</p> <p>b) the 2022-2023 Central Election and Search Committee be stood down with thanks at the close of this Council meeting; and</p> <p>c) the 2023-2024 Central Election and Search Committee be constituted at the close of this Council meeting. CARRIED</p> | Complete |

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| 558 | 23-Jun-23 | 3.7 2024 Council Election Matters | <p>Original Motion</p> <p>That Council, with respect to the 2024 Council election:</p> <p>a) aapprove the 2024 Nomination and Voting Procedures, as presented to the meeting at C-558-3.7, Appendix A;</p> <p>b) aapprove the 2024 Election Publicity Procedures, as presented to the meeting at C-558-3.7, Appendix B;</p> <p>c) aapprove the 2024 Nomination Form as presented to the meeting at C-558-3.7, Appendix C;</p> <p>d) aapprove the 2024 Nomination Acceptance Forms for President-Elect, Vice President, Councillor-at-Large, and Regional Councillor as presented to the meeting at C-558-3.7, Appendix D;</p> <p>e) aappoint the Regional Election and Search Committees (RESC) for each Region;</p> <p>f) aappoint 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.</p> <p>Friendly Amendment</p> <p>To remove the strike-out of section 26 on Election Publicity Procedures at C-558-3.7, Appendix B, and include it in the approved document.</p> | |
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| 558 | 23-Jun-23 | 3.7 2024 Council Election Matters | <p>New Motion</p> <p>That all Nomination Acceptance Forms at C-558-3.7 Appendix D, be amended to read:</p> <p>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.</p> <p>I declare that I will complete the PEO mandatory compliance training if elected.</p> <p>I have completed or will complete the "Board Basics" orientation by December 31, 2023.</p> <p>CARRIED</p> <p>Friendly Amendment</p> <p>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. These changes will be made by the CEO/Registrar.</p> | Complete |
| 558 | 23-Jun-23 | 3.5 Approval of GNC Work Plan for 2023-2024 | 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 | Complete |
| 558 | 23-Jun-23 | 3.4 Approval of AFC Work Plan for 2023-2024 | 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 | Complete |
| 558 | 23-Jun-23 | 3.3 Approval of HRCC Work Plan for 2023-2024 | 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 | Complete |
| 558 | 23-Jun-23 | 2.3 Changes to the 2023 Committees Membership Lists | That Council re-appoint the chair of the Experience Requirements Committee (ERC) as presented to the meeting at C-558-2.3, Appendix A. CARRIED | Complete |
| 558 | 23-Jun-23 | 2.2- Consulting Engineer | <p>Original motion</p> <p>1. That Council approve the exemption from examinations and the applications for</p> | Complete |

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| 557 | 05-May-23 | 15. Appointment of Interim Deputy Registrar | That Arun Dixit, P.Eng. be appointed Interim Deputy Registrar, effective May 5, 2023, until such time as Council appoints a permanent Deputy Registrar, and That, if Mr. Dixit is appointed, this decision be moved out of in-camera into open session in order to permit a public announcement. CARRIED | Complete |
| 557 | 05-May-23 | 12. 2023 – 2024 P.Eng. Appointment | That Council approve the CEO/Registrar goals as presented at C-557-12, and Roydon Fraser, P.Eng., be appointed as a member of the Discipline Committee for the 2023-2024 Council year. | Complete |
| 557 | 05-May-23 | 16. Appointment of Executive Positions | That the number of Executive positions to be appointed with a majority of the members of Council, P.Eng., be appointed Roydon Fraser, P.Eng. and in the 2023-2024 Council year. | Complete |
| 557 | 05-May-23 | 19. Appointment of Chair of the Finance Committee | That the Finance Committee be composed of Council members Lorne Cutler, P.Eng., Tim Kirkby, P.Eng., Paul Mendel, George Nikoley, P.Eng. | Complete |
| 557 | 05-May-23 | 6. Appointment of Councillors to | That Leila Notash, P.Eng., be appointed as Vice President for the 2023-2024 Council year. CARRIED | Complete |
| 557 | 05-May-23 | 6. Appointment of Chair of Regional Councillors Committee | That Pappur Shankar, P.Eng., be appointed as Chair of the Regional Councillors Committee, effective immediately and to hold office until the close of business at the 2024 Annual General meeting. | Complete |
| 557 | 05-May-23 | 5. Appointment of Council Meeting Chair | That Roydon Fraser, P.Eng., be appointed the Council Meeting Chair for the 2023-2024 Council year or until his successor is appointed. | Complete |
| 557 | 05-May-23 | 4. Special Rules of Order | That the proposed Special Rules of Order, as presented to the meeting at C-557-4, Appendix A, be approved effective immediately, and That the Special Rules be referred to the Governance and Nominating Committee for review, and to report back to Council before the end of 2023. | Complete |
| 556 | 31-Mar-23 | 3.9 IMPLEMENTATION OF GOVERNANCE DIRECTIONS RE: NON-GOVERNANCE COMMITTEES | New Motion #1 That Council direct staff to develop one or more Advisory Groups to replace the Licensing, Enforcement, and Professional Standards Committees, as described in the proposed Terms of Reference in C-556-3.9, Appendix C. New Motion #2 That Council approves the revised Terms of Reference of the Academic Requirements Committee and of the Experience Requirements Committee, as proposed in C-556-3.9, Appendices A & B. | In progress |

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| 556 | 31-Mar-23 | 3.8 GOVERNANCE MANUAL: INCORPORATING CHARTERS/PRO TOCOLS & MAKING OTHER CHANGES | That Council approve the updated Governance Manual, which integrates the Charters, Protocols, and other directions approved by Council as part of the 2020/2022 governance roadmap. CARRIED | Complete |
| 556 | 31-Mar-23 | 3.7 ELIMINATION OF CANADIAN EXPERIENCE REQUIREMENT | That Council directs the CEO/Registrar to begin work with the Ministry of the Attorney General on the necessary amendments to Regulation 941 to remove the Canadian experience requirement for licensure in its present form in order to comply with the provisions of section 10.2 of the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) with the intent of initiating a further study to explore and address any unintended consequences of this change. CARRIED | |

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| 556 | 31-Mar-23 | 3.6b CHAPTER ACTIVITIES IN "NEITHER" CATEGORY | <p>That:</p> <p>Council approves to support the following types of chapter activities:</p> <ul style="list-style-type: none"> •Chapter AGMs •Technical seminars/tours •Networking events •30x30 events •Scholarships <p>Council approves to support with modifications the following types of chapter activities:</p> <ul style="list-style-type: none"> •Licence certificate presentations •Education/school outreach activities •Licensure Assistance Program •Chapter social media •GLP chapter activities •Chapter support of community organizations <p>Council approves to re-assign the following types of chapter activities:</p> <ul style="list-style-type: none"> •Regulatory seminars •Chapter websites <p>and</p> <p>Council approves to suspend the following type of chapter activity:</p> <ul style="list-style-type: none"> •Chapter event sponsorship from external sources <p>CARRIED</p> | Complete |
| 556 | 31-Mar-23 | 3.6a ORDER OF HONOUR REVIEW | <p>That:</p> <p>Effective immediately, Council hereby approves the revised nomination and selection criteria for the Order of Honour, as proposed by AWC and as presented, Appendix A.</p> <p>Effective immediately, Council hereby approves the change of the AWC name to the Order of Honour Selection Committee (OSC), as proposed by AWC.</p> | |
| 556 | 31-Mar-23 | 3.5 RECOMMENDATION OF THE APPOINTMENT OF AUDITORS FOR 2023 | <p>That Council recommend to members at the April 2023 Annual General Meeting that Deloitte LLP be appointed as PEO's auditor for 2023 and hold office until the next annual general meeting or until a successor is appointed.</p> <p>CARRIED</p> | Complete |

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| 556 | 31-Mar-23 | 3.4 2022 AUDITED FINANCIAL STATEMENTS | <p>That Council:</p> <p>a) Approve the audited financial statements for the year ended December 31, 2022, and the auditor's report thereon, as presented to the meeting in C-556-3.4, Appendix A; and</p> <p>b) Authorize the President and President-elect to sign the audited financial statements on Council's behalf.</p> | Complete |
| 556 | 31-Mar-23 | 3.3 ENGINEERS CANADA ANNUAL MEETING OF MEMBERS: DIRECTION TO PEO MEMBER REPRESENTATIVE | <p>1. That Council direct PEO's Member Representative or their proxy, to vote against the motion as outlined in C-556-3.3, Appendix A:</p> <p>(a) THAT the term and definition of "2/3-60% Majority" in Section 1.1 of the Engineers Canada Bylaw be deleted and replaced with the following: "3/4 Majority" means a resolution passed by a minimum of three-quarters of the Members voting."</p> <p>(b) AND THAT the references to "2/3-60% Majority" in Articles 2.1(m) and 3.4(2) of the Engineers Canada Bylaw be replaced with the term "3/4 Majority".</p> <p>Amendment</p> <p>2. That Council appoint Nick Colucci, P.Eng., Past President, as proxy holder to vote for and on behalf of the PEO President at the Engineers Canada Annual Meeting of Members on May 27, 2023, and at any and all adjournments thereof, with full power of substitution in the premises.</p> | Complete |
| 556 | 31-Mar-23 | 2.2 CONSULTING ENGINEER DESIGNATION APPLICATIONS | <p>That:</p> <p>Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-556-2.2, Appendix A, Section 1.</p> <p>Council approve the applications for redesignation as Consulting Engineer as set out in C-556-2.2, Appendix A, Section 2.</p> <p>Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as set out in C-556-2.2, Appendix A, Section 3.</p> <p>CARRIED</p> | Complete |

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| 556 | 31-Mar-23 | 2.1 OPEN SESSION MINUTES – 555th Council Meeting | That: a) 555th meeting of Council, held February 24, 2023, as amended at C-556-2.1, Appendix A, accurately reflect the business transacted at that meeting. | Complete |
| 556 | 31-Mar-23 | 2.0 Consent Agenda | That the Consent Agenda be approved as amended, consisting of: 2.2 Consulting Engineer Designation Applications | Complete |
| 555-3.11b | 24-Feb-23 | Supporting Evolutionary Improvements to FARPACTA Admissions | Original Motion: That ARC and ERC be asked to provide, capacity permitting, Council with demonstrations of, and principles and constraints behind, admissions models that maintain compliance with FARPACTA while removing barriers in the initial "P.Eng. only if you have B.Eng." admissions model. New Motion: That the original motion be deferred to the March 2023 Council meeting. CARRIED | In progress |
| 555-3.11a | 24-Feb-23 | PEO Support for the "Retool the Iron Ring Ritual" Initiative | That Council formally acknowledges and publicly supports the "Retool the Iron Ring Ritual" initiative and requests for the Corporation of the Seven Wardens to implement meaningful changes to the Ritual of the Calling of an Engineer ceremony in ways that reflect contemporary engineering practice, values, and inclusion. CARRIED | Complete |
| 555-3.6 | 24-Feb-23 | January to March 2023 Bridge Goals for the CEO/Registrar | That Council approve the CEO/Registrar goals as presented in C-555-3.6 Appendix A (Goals Review Form). CARRIED | Complete |
| 555-3.5 | 24-Feb-23 | Council Remuneration Framework Review | That Council direct staff to undertake further broad exploration and study, including a variety of options, on the Council Remuneration Framework with a report back to the GNC and ultimately Council for further consideration. CARRIED | In progress |

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| 555-3.4b | 24-Feb-23 | Governance Roadmap – Phase 4: Recommendations for PEO Committee and Task Force Activities Which Are Neither Governance Nor Regulatory | <p>Original Motion:</p> <p>That, effective immediately, Council hereby stands down the following committees and subcommittees:</p> <ul style="list-style-type: none"> • Advisory Committee on Volunteers (ACV), • Education Committee (EDU) and Education Conference Planning Subcommittee, • Equity and Diversity Committee (EDC), • External Honours Subcommittee (of the Awards Committee), • Gala Advisory Committee (subcommittee of the Awards Committee), • PEO-OAA Joint Liaison Committee (PEO-OAA JLC), • PEO-OSPE Joint Relations Committee (PEO-OSPE JRC), • Volunteer Leadership Conference Planning Committee (VLCPC). <p>That Council approves to transfer the President’s Award (for non-engineers) to OSPE, renamed as the Engineering Ally Award.</p> <p>That Council approves to suspend the following programs: V.G. Smith Award and S.E. Wolfe Thesis Award, until further review.</p> <p>New Motion:</p> <p>To refer the Governance Roadmap “Neither” Recommendations back to the Governance and Nominating Committee for further consultation and to report back at a future Council meeting.</p> <p>DEFEATED.</p> <p>ORIGINAL MOTION CARRIED</p> | Complete |
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| 555-3.4a | 24-Feb-23 | 3.4a Governance Roadmap – Phase 4: Order of Honour Review | Original Motion: That, effective immediately, Council hereby approves the revised nomination and selection criteria for the Order of Honour, as proposed by AWC and as presented at C-555-3.4a, Appendix A. That, effective immediately, Council hereby approves the change of the AWC name to the Order of Honour Selection Committee (O SC), as proposed by AWC. New Motion: To refer the Order of Honour Review back to the Governance and Nominating Committee for further consideration and to report back to Council at the March 2023 meeting. CARRIED | In progress |
| 555-3.3 | 24-Feb-23 | Nomination of PEO Director to Engineers' Canada Board | That Tim Kirkby, P.Eng., be nominated as a PEO Director to the Engineers Canada Board of Directors, for a three-year term effective as of the 2023 Engineers Canada Annual General Meeting. CARRIED | Complete |
| 555-2.4 | 24-Feb-23 | Changes to the 2023 Statutory and Regulatory Committees' Membership Lists | That Council appoint chairs to the Academic Requirements Committee (ARC) and Consulting Engineers Designation Committee (CEDC) as presented to the meeting at C-553-2.4, Appendix A. CARRIED | Complete |
| 555-2.1 | 24-Feb-23 | Open Session Minutes – 552nd Council Meeting | That the minutes of the 552nd meeting of Council, held November 25, 2022, as presented to the meeting at C-555-2.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED | Complete |
| 555-2.0 | 24-Feb-23 | Consent Agenda | 2.1 Minutes – 552nd Council Meeting – November 25, 2022 | Complete |
| 552-3.5 | 25-Nov-22 | Statutory And Regulatory Engineers | That Council approve the appointment of members to PEO's Statutory and Regulatory Committees as presented at C-552-3.5, Appendix A for one year. | Complete |
| 552-3.2 | 25-Nov-22 | Engineers | That Council approve the exemption from examinations and the applications for designation as Consulting Engineers as set out in C-552-3.2 | Complete |
| 552-3.1 | 25-Nov-22 | Open Session Minutes – 549th Council Meeting | That the minutes of the 549th meeting of Council, held September 23rd 2022, as presented to the meeting at C-552-3.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED | Complete |
| 552-3.0 | 25-Nov-22 | Consent Agenda | That the consent agenda be approved, consisting of: 1) That the proposed launch of the mandatory PEAR program, scheduled for January 2023, be deferred until such time as a referendum of PEO | Complete |
| 552-2.10 | 25-Nov-22 | Referendum on | 1) That the proposed launch of the mandatory PEAR program, scheduled for January 2023, be deferred until such time as a referendum of PEO | Complete |

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| 552-2.7 | 25-Nov-22 | Safe Disclosure ("Whistleblower") Policy | Whereas it is one of the Human Resources and Compensation Committee's (HRCC) risk management Charter responsibilities to "oversee the effective implementation and use of a Safe Disclosure ("Whistleblower") Protocol for staff members and others to safely report potential breaches of conduct of senior management to designated trusted third parties, protecting the anonymity of disclosers" Be it Resolved: That Council approves the Safe Disclosure ("Whistleblower") Policy as recommended by the HRCC and presented to the meeting at C-552-2.7, Appendix A. CARRIED | Complete |
| 552-2.6 | 25-Nov-22 | Borrowing Resolution Policy | That Council. | Complete |
| 552-2.5 | 25-Nov-22 | 2023 Capital Budget | That Council approve the draft 2023 capital budget reviewed by the Audit and Finance Committee and as presented to the meeting at C-552-2.5 | Complete |
| 552-2.4 | 25-Nov-22 | 2023 Operating Budget | That Council approve the draft 2023 operating budget reviewed by the Audit and Finance Committee and as presented to the meeting at C-552-2.4, Appendix A. CARRIED | Complete |

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| 552-2.3 | 25-Nov-22 | Compliance with FARPACTA: Academic Equivalency and the Canadian Experience Requirement | <p>1. That Council recognize that obtaining a bachelor's degree in an engineering program that is included in the International Institutions and Degrees Database (IIDD) administered by Engineers Canada, subject to successful completion of a confirmatory examination program, is the engineering educational qualification equivalent to a bachelor's degree in a Canadian engineering program that is accredited to the Council's satisfaction.</p> <p>2. That Council support the use of a competency-based assessment model including ethics indicators to confirm that an applicant for a licence has sufficient experience to enable them to meet the generally accepted standards of practical skill required to engage in the practice of professional engineering.</p> <p>3. These motions are effective as soon as adequate notice of any change in requirements is given to prospective applicants but in any case will apply to new applicants not later than July 1, 2023.</p> <p>There was a friendly amendment to vote on part 1 separately, and to vote on parts 2 and 3 together.</p> <p>First proposed amendment to Part 1:</p> <p>1. That Council recognize that obtaining a bachelor's degree in an engineering program that is:</p> <p>(a) identified as legitimate in the International Institutions and Degrees Database (IIDD) administered by Engineers Canada, and</p> <p>(b) subject to successful completion of a confirmatory examination program to be specified by PEO in consultation with subject matter experts, is the engineering educational qualification equivalent to a bachelor's degree in a Canadian engineering program that is accredited to the Council's satisfaction.</p> <p>DEFEATED</p> | Complete |
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| 549-3.2 | 23-Sep-22 | Consulting Engineer Designation Applications | <p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-549-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-549-3.2, Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as set out in C-549-3.2, Appendix A, Section 3.</p> <p>CARRIED</p> | Complete |
| 549-3.1 | 23-Sep-22 | Open Session Minutes – 548th Council Meeting | That the minutes of the 548th meeting of Council, held June 24th 2022, as presented to the meeting at C-549-3.1, Appendix A, accurately reflect the business transacted at that meeting. CARRIED | Complete |
| 549-3.0 | 23-Sep-22 | Consent Agenda | <p>That the consent agenda be approved, consisting of:</p> <p>3.1 Minutes – 549th Council meeting – June 24, 2022</p> <p>3.2 Consulting Engineer Designation Applications</p> <p>3.3 Engineers Canada Directors Report</p> <p>3.4 Governance Committee Reports and 2022-2023 Workplans</p> <p>CARRIED</p> <p>For: 19 V. Banday C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm L. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel T. Kirkby S. MacFarlane P. Mandel D. Montgomery L. Roberge S. Schelske P. Shankar R. Walker</p> <p>Against: 0 Abstain: 0</p> | Complete |

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| 549-2.14 | 23-Sep-22 | Reimbursement Policy: Chapter Volunteers | <p>That Council direct the Audit & Finance Committee to consider the inclusion of a chapter-specific appendix in the Reimbursement Policy, to include partner expense reimbursements when a volunteer attends a Regional Congress.</p> <p>Move to refer the motion back to the Regional Congress Committee for further review. DEFEATED</p> <p>For: 2 T. Kirkby P. Shankar</p> <p>Against: 21 A. Arenja V. Banday C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm L. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske S. Sung R. Walker</p> <p>Against: 0</p> <p>Council then voted on the original motion. CARRIED</p> <p>For: 18 A. Arenja V. Banday C. Bellini C. Chahine C. Chiddle J. Chisholm L. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel S. MacFarlane P. Mandel D. Montgomery L. Roberge S. Schelske P. Shankar R. Walker</p> <p>Against: 2 R. Brunet T. Kirkby</p> <p>Abstain: 2 G. Nikolov S. Sung</p> | In progress |
| 549-2.13 | 23-Sep-22 | Recommendations on AGM Submissions | <p>That a regulatory impact assessment be conducted as per AGM 2022 Submission #3: Climate Change. DEFEATED</p> <p>For: 6 V. Banday C. Chahine J. Chisholm R. Fraser V. Hilborn P. Shankar</p> <p>Against: 13 A. Arenja C. Bellini R. Brunet C. Chiddle C. Cutler A. Dryland S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Sung R. Walker</p> <p>Abstain: 3 D. Kiguel T. Kirkby S. Schelske</p> | Complete |

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| 549-2.11 | 23-Sep-22 | Data Protection Policy | <p>1. That Council adopts the data protection policy as outlined in the Draft Position Statement presented at C-549, 2.11 Appendix A, to reduce PEO's risks and ensure PEO conforms with all applicable privacy obligations; and</p> <p>2. That Council instructs the CEO/Registrar and/or President to work with impacted parties to examine existing data-sharing activities and ensure they comply with the new policy and provide an information report to Council at its November 2022 meeting. CARRIED</p> <p>For: 21 A. Arenja C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm C. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel T. Kirkby S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p>Against: 0 Abstain: 0</p> | In progress |
| 549-2.10 | 23-Sep-22 | Workplace Violence and Harassment Policy Update | <p>That Council direct staff to conduct a holistic review of best practices in governance controls vis-à-vis expectations for director behaviour and conduct, forms of director misconduct, and options available to a regulatory board to address director misconduct. This work will be conducted under the oversight of the Human Resources and Compensation Committee (HRCC) and the Governance and Nominating Committee (GNC) in accordance with their respective mandates. CARRIED</p> <p>For: 21 A. Arenja C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm C. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel T. Kirkby S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p>Against: 1 V. Banday</p> <p>Abstain: 0</p> | In progress |

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| 549-2.9 | 23-Sep-22 | Guideline on Attendance at Council and Governance Committee Meetings | <p>That Council approve the Guideline on Attendance at Council and Governance Committee Meetings as presented to the meeting at C-549-2.9, Appendix A.</p> <p>CARRIED</p> <p>For: 14 A. Arenja C. Bellini R. Brunet C. Chiddle A. Dryland V. Hilborn S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske S. Sung R. Walker</p> <p>Against: 6 V. Banday C. Chahine C. Cutler R. Fraser D. Kiguel T. Kirkby</p> <p>Abstain: 1 P. Shankar</p> | Complete |
| 549-2.8 | 23-Sep-22 | By-law Amendments: Council Directions | <p>That Council be asked to approve the amendments to By-Law No. 1 as presented to the meeting at C-549-2.8, appendices A, B, C and D.</p> <p>2/3 majority of votes cast required to carry</p> <p>CARRIED</p> <p>For: 15 A. Arenja C. Bellini R. Brunet C. Chiddle C. Cutler A. Dryland V. Hilborn S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske S. Sung R. Walker</p> <p>Against: 5 V. Banday C. Chahine R. Fraser D. Kiguel T. Kirkby</p> <p>Abstain: 1 P. Shankar</p> | Complete |

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| 549-2.7 | 23-Sep-22 | By-Law Amendments: Financial Approvals | <p>That Council approves the amendments to By-Law No. 1 as presented to the meeting at C-549-2.7, Appendices A, B and C.</p> <p>2/3 majority of votes cast required to carry CARRIED</p> <p>For: 19 A. Arenja C. Bellini R. Brunet C. Chahine C. Chiddle L. Cutler A. Dryland V. Hilborn D. Kiguel T. Kirkby S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p>Against: 3 V. Banday J. Chisholm R. Fraser</p> <p>Abstain: 0</p> | Complete |
| 548-2.3 | 24-Jun-22 | Signing Authority: Policy Direction Regarding By-law Amendment – Recommendation From Audit And Finance Committee AFC | <p>That Council approves the recommendation by the Audit and Finance Committee to update the signing authority for deeds, transfers, contracts, and other instruments requiring the signature of the Association, and that Council directs that an appropriate by-law amendment be prepared for its consideration as soon as practicable.</p> <p>CARRIED</p> | Complete |
| 548-2.4 | 24-Jun-22 | 2023 Elections – Recommendation From Governance And Nominating Committee (GNC) | <p>That Council defer the recommendations from the Governance and Nominating Committee (GNC) regarding the 2023 elections back to GNC.</p> <p>DEFEATED</p> <p>Recorded Vote For: 7 V. Banday R. Fraser D. Kiguel T. Kirkby L. Notash S. Sung G. Wowchuk Against: 15 C. Bellini R. Brunet C. Chahine C. Chiddle J. Chisholm L. Cutler A. Dryland V. Hilborn S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Roberge S. Schelske R. Walker Abstain: 1 P. Shankar</p> | Complete |

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| | | <p>That item g) be added to the list of recommendations with respect to the 2023 Council election “include Equity, Diversity and Inclusion (EDI) improvement changes as defined at Council meeting C-548.”</p> <p>CARRIED</p> <p>Council then voted on the original motion as amended.</p> <p>That Council, with respect to the 2023 Council election:</p> <p>a)āapprove the 2023 Voting Procedures, as presented to the meeting at C-548-2.4, Appendix A;</p> <p>b)āapprove the 2023 Election Publicity Procedures, as presented to the meeting at C-548-2.4, Appendix B</p> <p>c)āapprove the 2023 Nomination Form as presented to the meeting at C-548-2.4, Appendix C;</p> <p>d)āapprove the 2023 Nomination Acceptance Forms for President-Elect, Vice President, Councillor-at-Large, and Regional Councillor as presented to the meeting at C-548-2.4, Appendix D;</p> <p>e)āappoint the Regional Election and Search Committees (RESC) for each Region;</p> <p>f)āappoint the Junior Regional Councillor in each Region (Dana Montgomery, P.Eng., Tim Kirkby, P.Eng., David Kiguel, P.Eng., Vicki Hilborn, P.Eng., Pappur Shankar P.Eng.) as Chair of the RESC for their Region.</p> <p>g)īinclude Equity, Diversity and Inclusion (EDI) improvement changes as defined at Council meeting C-548.</p> <p>CARRIED</p> | Complete |
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| 548-2.5 | 24-Jun-22 | Strategic Planning Goals | <p>That Council vote on each of the four strategic planning goals separately. DEFEATED</p> <p>Whereas Council, informed by the best available feedback and evidence from stakeholders, the public, and other jurisdictions, met on May 12-13 and agreed upon the key elements of a Strategic Plan; and Had the opportunity to confirm these elements by survey, Therefore, the following elements will form PEO's 2023-25 Strategic Plan:</p> <p>Goal 1: Improve PEO's licensing processes, without compromising public safety. We will do this by:</p> <ul style="list-style-type: none"> •Creating a fair, transparent, accessible and efficient application process that maintains competency and complies with FARPACTA by July 1, 2023 •Reviewing licensing business processes and implementing changes to improve efficiency without sacrificing public safety or information security by January 1, 2025 •Ensuring all licensing activities reflect the values of equity, diversity and inclusion <p>Goal 2: Optimize organizational performance. We will initiate this by:</p> <ul style="list-style-type: none"> •Updating and developing standards and practice guidelines •Ensuring adequate IT infrastructure, improving our capacity to collect and manage data •Reviewing and improving communication and business processes, including ensuring they reflect the values of equity, diversity and inclusion | Complete |
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| | | | <p>Goal 3: Implement a continuous governance improvement program. We will do this by:</p> <ul style="list-style-type: none"> •Ensuring orientation for Councillors and PEO's Executive Leadership Team •Ensuring Committees and Council have the necessary evidence to support quality decision-making •Establishing metrics for governance performance, which include principles of equity, diversity and inclusion by spring 2023 and implementing an annual review <p>Goal 4: Refresh PEO's vision to ensure all stakeholders see relevance and value in PEO. We will do this by:</p> <ul style="list-style-type: none"> •facilitating meaningful dialogue with members and other stakeholders •undertaking required research •developing a proposed vision for consultation <p>CARRIED Recorded Vote</p> <p>For: 19 C. Bellini R. Brunet C. Chahine C. Chiddle L. Cutler A. Dryland R. Fraser V. Hilborn D. Kiguel S. MacFarlane P. Mandel D. Montgomery G. Nikolov L. Notash L. Roberge S. Schelske P. Shankar S. Sung R. Walker</p> <p>Against: 3 V. Banday T. Kirkby G. Wowchuk</p> <p>Abstain: 1 J. Chisholm</p> | Complete |
| 548-2.6 | 24-Jun-22 | CEO/Registrar Goals For 2022-2023 – Recommendation From Human Resources And Compensation Committee (HRCC) | That Council approve the CEO/Registrar goals as presented at C-548-2.6, Appendix A (Performance Review Form). CARRIED | Complete |

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| 548-3.2 | 24-Jun-22 | Consulting Engineer Designation Applications | <p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-548-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-548-3.2, Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title "Consulting Engineers" (or variations thereof) to the firms as set out in C-548-3.2, Appendix A, Section 3.</p> <p>CARRIED</p> | Complete |
| 548-3.3 | 24-Jun-22 | Statutory Committees – Re-appointments Subject To Approval By The Attorney General | <p>To re-appoint members, who are not members of the Council nor members of the Association, as specified in C-548-3.4, Appendix A, to their respective committees for three (3) year terms subject to and effective as of the date of approval by the Attorney-General as required pursuant to sections 19.1(1)1ii, 25.(1)(b) and 27(1)3ii of the Professional Engineers Act.</p> <p>CARRIED</p> | Complete |
| 548-3.4 | 24-Jun-22 | Central Election And Search Committee | <p>The following motion, approved in-camera, was moved into open session.</p> <p>That:</p> <p>a) Michael Chan, P.Eng., and Dave Estrella, P.Eng. be appointed as the additional members to the 2022-2023 Central Election and Search Committee;</p> <p>b) that the 2021-2022 Central Election and Search Committee be stood down with thanks at the close of this Council meeting; and</p> <p>c) that the 2022-2023 Central Election and Search Committee be constituted at the close of this Council meeting</p> <p>d) Request the CESC to advise Council of decision-making criteria used to recommend the two candidates noted above.</p> <p>CARRIED</p> | |

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| 547-4 | 04-May-22 | Special Rules of Order | <p>That the proposed Special Rules of Order, as presented to the meeting at C-547-4, Appendix A, be approved effective immediately and remain in effect until the close of business at the 2022 Annual General Meeting.</p> <p>2/3 majority of votes cast required to carry</p> <p>That the Special Rules be amended to include the following:</p> <p>7. MEETING DETAILS AND AGENDAS</p> <p>7.1 Details of meeting format, location, and time shall be finalized and sent to members of Council not later than two weeks before the meeting. These meeting details may be amended only in case of emergency.</p> <p>7.2 The agenda--along with supporting materials and appendices-- shall be finalized and sent to members of Council not later than one week before the meeting. During the week prior to the meeting, only amendments or additions either of a very minor nature or which are the result of an emergency, may be added, and the members shall be notified.</p> <p>7.3 For the purposes of this section, an emergency is defined as an event or sequence of events which: (i) Was unexpected, (ii) Will result in harm to the organization or to the public if not acted on, or will get worse, and (iii) Cannot wait to be addressed at a subsequent meeting of Council.</p> <p>7.4 A member of Council may add an item to the meeting agenda by submitting it to the Secretariat not later than two weeks prior to the meeting. CARRIED</p> <p>AMENDMENT CARRIED</p> <p>That the proposed Special Rules of Order, as presented to the meeting at C-547-</p> | Complete |
| 547-5 | 04-May-22 | Appointment of Council Meeting Chair | <p>That Nick Colucci, P.Eng., be appointed the Council Meeting Chair for the 2022-2023 Council year or until his successor is appointed. CARRIED</p> | Complete |

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| 547-6 | 04-May-22 | In-person Council Meeting Protocol | <p>That Council approve the safety measures, as outlined in Appendix A to C-547-6, in support of the resumption of in-person Council meetings at PEO's premises at 40 Sheppard Avenue West, Toronto. Motion that the safety measures be amended to remove point 1: "Council visiting the PEO office will be required to provide proof of vaccination prior to entering the premises, proof must be sent via email to hr@peo.on.ca" DEFEATED</p> <p>THE ORIGINAL MOTION WAS THEN VOTED ON AND CARRIED</p> | Complete |
| 547-7 | 04-May-22 | Recommended Appointments to | That Council appoint Chantal Chiddle, P.Eng., as a Councilor-at-Large and Luc Beherge, P.Eng., as a Northern Region Councillor, each to serve the remaining | Complete |
| 547-8 | 04-May-22 | Appointment of Chair of Regional Councillors Committee | That Christopher Chahine, P.Eng., be appointed as Chair of the Regional Councillors Committee, effective immediately and to hold office until the close of business at the 2023 Annual General meeting. CARRIED | Complete |
| 547-9 | 04-May-22 | Appointment of Vice President | That Lorne Cutler, P.Eng., be appointed as Vice President for the 2022-2023 Council year. CARRIED | Complete |

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| 547-10 | 04-May-22 | Appointment of Councillors to Governance Committees for 2022-2023 | <p>1. That the Audit and Finance Committee be composed of Council members Vajahat Banday, P.Eng., Robert Brunet, P.Eng., Nick Colucci, P.Eng., Lorne Cutler, P.Eng., Roydon Fraser, P.Eng., Paul Mandel, P.Eng., Pappur Shankar, P.Eng., Sherlock Sung, and Randy Walker, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>2. That the Governance and Nominating Committee be composed of Council members Arjan Arenja, P.Eng., Christian Bellini, P.Eng., Nick Colucci, P.Eng., Roydon Fraser, P.Eng., Tim Kirkby, P.Eng., Susan MacFarlane, P.Eng., George Nikolov, P.Eng., and Gregory Wowchuk, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>3. That the Human Resources and Compensation Committee be composed of Council members Christian Bellini, P.Eng., Nick Colucci, P.Eng., Andy Dryland, Roydon Fraser, P.Eng., Luc Roberge, P.Eng., and Scott Schelske, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> <p>4. That the Regulatory Policy and Legislation Committee be composed of Council members Christopher Chahine, P.Eng., Chantal Chiddle, P.Eng., James Chisholm, P.Eng., Nick Colucci, P. Eng., Roydon Fraser, P.Eng., Vicki Hilborn, P.Eng., David Kiguel, P.Eng., Dana Montgomery, P.Eng., and Leila Notash, P.Eng., appointed for the 2022-2023 Council year. CARRIED</p> | Complete |
| 547-11 | 04-May-22 | Appointment of Governance Committee Chairs | <p>1. That Lorne Cutler, P.Eng., be appointed the Audit and Finance Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> <p>2. That Arjan Arenja, P.Eng., be appointed the Governance and Nominating Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> <p>3. That Luc Roberge, P.Eng., be appointed the Human Resources and Compensation Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> <p>4. That Chantal Chiddle, P.Eng., be appointed the Regulatory Policy and Legislation Committee Chair for the 2022-2023 Council year or until their successor is appointed. CARRIED</p> | Complete |

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| 547-12 | 04-May-22 | Appointment of Councillors to Executive Committee | <p>1. That the number of Executive positions to be appointed from amongst the members of Council under s.28(1)(e) of Regulation 941 be fixed at one (1), who for greater clarity must be a member of Council appointed by the Lieutenant Governor in Council. CARRIED</p> <p>2. That Scott Schelske, P.Eng., be appointed as a member of the Executive Committee for the 2022-2023 Council year, in accordance with ss.28(1)(e) and 28(1.1) of Regulation 941. CARRIED</p> | Complete |
| 547-13 | 04-May-22 | Appointment of Elected Councillor to the Discipline Committee | <p>That the number of positions to be appointed from amongst the members of Council to the Discipline Committee be fixed at two (2). DEFEATED</p> <p>Recorded Vote For: 7 V. Banday, C. Chahine, J. Chisholm, R. Fraser, D. Kiguel, L. Notash, G. Wowchuk Against: 12 C. Bellini, C. Chiddle, L. Cutler, S. MacFarlane, P. Mandel, D. Montgomery, G. Nikolov, L. Roberge, S. Schelske, P. Sankar, S. Sung, R. Walker Abstain: 1 A. Arenja</p> <p>That Nick Colucci, P.Eng., be appointed as a member of the Discipline Committee for the 2022-2023 Council year, in accordance with s.27(1)1 of the Professional Engineers Act. CARRIED</p> <p>Recorded Vote For: 12 A. Arenja, V. Banday, C. Chahine, C. Chiddle, J. Chisholm, L. Cutler, D. Kiguel, S. MacFarlane, D. Montgomery, G. Nikolov, L. Roberge, S. Schelske, P. Shankar, S. Sung, R. Walker Against: 0 Abstain: 3 P. Mandel, L. Notash, G. Wowchuk</p> | Complete |

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| 546-2.5 | 08-Apr-22 | 2021 Audited Financial Statements | That Council: a) approve the audited financial statements for the year ended December 31, 2021, and the auditor's report thereon, as presented to the meeting at C-546-2.5, Appendix A; and b) authorize the President and President-elect to sign the audited financial statements on Council's behalf. CARRIED | Complete |
| 546-2.6 | 08-Apr-22 | Recommendation of the Appointment of Auditors for 2022 | That Council recommend to members at the April 2022 Annual General Meeting that Deloitte LLP be appointed as PEO's auditor for 2022 and hold office until the next annual general meeting or until a successor is appointed. CARRIED | Complete |
| 546-2.8 | 08-Apr-22 | Engineers Canada AMM: Direction to PEO Member Representative | 1. That Council direct PEO's Member Representative at the 2022 Engineers Canada Annual Meeting of Members to support the approval of the Engineers Canada Bylaw amendment, as outlined in C-546-2.8, Appendix A and approved by the Engineers Canada Board on February 25, 2022. 2. That Council direct PEO's Member Representative at the 2022 Engineers Canada Annual Meeting of Members to support the approval of the 2024 Per Capita Assessment Fee reduction, as outlined in C-546-2.8, Appendix B and approved by the Engineers Canada Board on December 13, 2021. 3. That Council direct PEO's Member Representative to vote against the motion "THAT the Engineers Canada Board of Directors be reduced in size to 16 members, in the manner proposed in the Governance Committee's May 2020 Report on Board Size, with the reduction taking effect by May 2025" as outlined in C-546-2.8, Appendix C. CARRIED | Complete |
| 546-2.9 | 08-Apr-22 | Engineers Canada – Candidate for President-elect | That Council agrees to re-nominate Nancy Hill, P.Eng., to serve a further two-year term as an Engineers Canada director from Ontario commencing at the 2023 Engineers Canada Annual Meeting of Members, conditional on her being chosen as President-Elect at the May 2022 EC Board Meeting held in conjunction with the EC AMM. CARRIED | Complete |
| 546-2.10 | 08-Apr-22 | Guideline – Pre-Start Health and Safety Review | That Council: 1. Approve the publication of the Pre-Start Health and Safety Review guideline as presented to the meeting at C-546-2.10; and 2. Direct the Registrar to publish the guideline and notify members and the public of its publication through usual PEO communications; and 3. Stand down the subcommittee which prepared the Pre-Start Health and Safety Review guideline. CARRIED | In progress |

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| 546-2.11 | 08-Apr-22 | Anti-racism and Anti-discrimination Exploratory Working Group (AREWG) Update | <p>1. That Council approves the Anti-racism & Equity (ARE) Code v.1.1. – included in the Council package –and commits PEO to abide by it and ensure that: (i) its final form is prominently posted as an official PEO policy on PEO’s website, and easily accessible by the public and PEO’s licence holders; and (ii) PEO prominently announces to the public before the 2022 AGM that Council has approved the ARE Code.</p> <p>2. That Council tasks the AREWG to: (i) collaborate with PEO’s staff, committees, initiatives, and/or people resources to deal appropriately with the supplementary feedback obtained in the February-March 2022 consultations; and (ii) ensure that it focuses on public policy in Ontario, with a prioritized focus on viewing policy through racial context lenses, and a subsequent focus on viewing policy through gender lenses.</p> <p>3. That Council tasks the AREWG, with the allocation of appropriate people and financial resources, to complete the remaining AREWG Phase 3 steps that Council approved in November 2021 and report the related progress and any recommendations to Council.</p> <p>4. That Council – recognizing Indigenous Peoples’ constitutionally protected right of self-determination – tasks the AREWG with the allocation of appropriate people, finances, resources and time to evaluate PEO’s role in Truth and Reconciliation and accountabilities to answer the Calls to Action through meaningful engagement with Indigenous Peoples, members, and Communities in Ontario; to work towards developing policy approaches led by Indigenous Peoples; and to regularly provide updates to Council throughout the year and to the membership at every AGM. CARRIED</p> | In progress |
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| 546-2.12 | 08-Apr-22 | Process for Filling Councillor Vacancies | <p>That the process for filling Councillor vacancies be deferred to the next meeting of Council in order to provide a more detailed briefing note that would include issues related to the amount of time remaining in a term. DEFEATED</p> <p>That Council instruct the Governance and Nominating Committee to adopt the following process for recruiting potential candidates for vacant elected positions:</p> <ul style="list-style-type: none"> - Contact the first runner-up from the most recent Council election for the position where the vacancy has arisen to determine if they are interested in serving the unexpired portion of the Council member's term and if so recommend that Council appoint that person at the earliest opportunity; or - In the event the first runner-up for a position declines, contact the next runner-up in the most recent election and, if that person is willing, recommend them for appointment as above; and if that runner-up declines, continue this process in sequence with additional runners-up, as applicable; or - In the event that all runners-up decline, or where there were no runners-up because of an acclamation at the time of the last election, invite expressions of interest from those PEO Members eligible to fill the vacancy, consider candidates and make a recommendation to Council at an appropriate time. and <p>That Council further instruct the Regulatory Policy and Legislation Committee to consider and make appropriate recommendations to Council with respect to setting out the above process in a regulation or by-law. CARRIED</p> | In progress |
| 546 | 08-Apr-22 | Gender Neutral Language and Gender Pronouns | <p>That Council directs the CEO/Registrar to develop – for Council's approval – a policy regarding gender-neutral and gender inclusive language, in alignment with current best practices in the public interest, and directs the RPLC to help ensure the most current gender-neutral language is used in all PEO documents. CARRIED</p> | In progress |

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| 546-3.2 | 08-Apr-22 | Consulting Engineer Designation Applications | <p>1. That Council approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-546-3.2, Appendix A, Section 1.</p> <p>2. That Council approve the applications for redesignation as Consulting Engineer as set out in C-546-3.2, Appendix A, Section 2.</p> <p>3. That Council grant permission to use the title “Consulting Engineers” (or variations thereof) to the firms as set out in C- 546-3.2 Appendix A, Section 3.</p> <p>CARRIED</p> | Complete |
| 546-3.3 | 08-Apr-22 | Changes to the 2022 Statutory and Regulatory Committees’ Membership Lists | <p>That Council appoint members to the Academic Requirements Committee (ARC), Consulting Engineer Designation Committee (CEDC) and Complaints Committee (COC) as presented to the meeting at C-546-3.3, Appendix A, and a chair and vice chair to the Consulting Engineer Designation Committee (CEDC) as presented to the meeting at C-546-3.3, Appendix B. CARRIED</p> | Complete |