



Professional Engineers
Ontario

2018 Committee and Task Force Reports

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Introduction

From the association's beginning in 1922, committees have aided in accomplishing PEO's work. Several hundred members are active participants on PEO's standing committees, while others are active on additional PEO task forces. These reports cover the period from January 2018 to December 2018.

PEO committees can be legislated, regulated or appointed. Legislated and regulated committees are set out, along with their missions, in the *Professional Engineers Act*, R.S.O. 1990, Chapter P.28, or Regulation 941/90. Under the act, PEO Council is also permitted to appoint committees to address specific needs. These standing committees are mandated for an indefinite term, but their membership is appointed periodically by Council. Council also creates task forces to undertake specific tasks. Task forces exist only as long as necessary to finish their task.

Several of PEO's committees have also been designated as PEO board committees. These committees have a fiduciary and/or oversight role; operate on a Council-year basis from annual general meeting to the next annual general meeting; and have the majority of their members as sitting members of Council, selected either by position, election or appointment at the Council meeting immediately following the annual general meeting.

The following are committee and task force reports submitted for 2018.

Board Committees

Legislation Committee

(LEC)

Mandate

The Legislation Committee's mandate is to provide oversight and guidance on matters pertaining to PEO's act, regulation and bylaws. This includes: (i) acting as custodian for PEO's legislation, identifying PEO policies, rules and operational issues that touch on or affect PEO's legislation and providing guidance as to which of these should be put into legislation; (ii) overseeing draft changes to PEO's legislation; (iii) keeping Council apprised of relevant external legislative initiatives and changes that may affect PEO's legislation; iv) in accordance with the Council-approved Regulatory Policy Protocol, reviewing all referred policy proposals that involve authority from the act, regulation and bylaws and providing regulatory impact analysis and recommendations to Council; and v) reviewing Ontario legislation that conflicts with the authority or provisions of the *Professional Engineers Act* or its regulations and making recommendations for corrective actions.

Activities

The Legislation Committee, a board committee comprising five councillors, met 10 times this past year. As a board committee, its term matches the Council year, from the first Council meeting following the annual general meeting to the subsequent annual general meeting. This report covers the period between January and December 2018. The year proved to be a busy and productive one for the committee.

Act changes

There were no additional act changes in 2018, following the eight changes made through Bill 177, *The Stronger, Fairer Ontario Act (Budget Measures) 2017*, which was passed by the Ontario Legislature and received Royal Assent on December 14, 2017. A summary of those changes was published in the January/February 2018 issue of *Engineering Dimensions*, and more details were published in the March/April 2018 issue. The remaining proposal to add limited licence holders' ability to design certain buildings under sections 12(6) and (7) of the *Professional Engineers Act*, has been postponed by the government due to opposition from the Ontario Association of Architects. While attempts were made to resolve the differences of opinion, it remains unresolved.

Regulation changes

The committee received Council approval of regulation changes to remove fees and making minor housekeeping changes, as well as regulation changes to implement Council term limits at its February 2018 meeting.

At the ministry's request, the committee received Council approval of French versions of Regulation 941 from this point on to meet government expectations for bilingual legislation. This would not create any operational expectations for French language service delivery. Council approved those regulation changes in March 2018, effective July 1, 2018.

The committee has continued to work on changes to Regulation 941 related to academic requirements and examinations originally proposed by the Licensing Policy Committee and approved by Council in March 2017. In support of the draft Preliminary Regulatory Impact Assessment, the committee carried out a survey of applicants whose files are still open eight or

more years after meeting academic requirements to determine the reasons why and their future intentions.

Finally, to address outstanding proclamations of provisional licence changes to the *Professional Engineers Act* in 2010 before they expire, the committee proposed changes to Regulation 941 to bring to Council early in 2019.

Bylaw changes

The committee received Council approval in February 2018 to establish all fees in By-Law No. 1 at the same current levels and to correct the “Life Member” criteria in June 2018. The Committee also drafted and received Council approval in November 2018 of a Bylaw Change Protocol to establish clearer rules on making future bylaw changes and the role of change proponents. The committee continues to work with the Regional Councillors Committee to clarify its policy intents on changes proposed for chapter operations and membership approved by Council in September 2017.

Regulatory conflicts

The committee was also updated on staff efforts to reduce conflicts between the *Professional Engineers Act* and other external statutes.

Committee membership

Gary Houghton, P.Eng. (chair), Lisa MacCumber, P.Eng. (vice chair), Lola Hidalgo, P.Eng., Gregory Wowchuk, P.Eng., Thomas Chong, P.Eng., Dave Brown P.Eng. (president, ex-officio), Nancy Hill P.Eng. (president-elect, ex-officio)

Staff advisor: Johnny Zuccon, P.Eng., FEC, Deputy Registrar, Tribunals and Regulatory Affairs

Legislated Committees

Academic Requirements Committee

(ARC)

Mandate

To assess the academic qualifications of applicants referred to the Academic Requirements Committee (ARC) by the registrar or who have requested the ARC to review their qualifications, advise Professional Engineers Ontario (PEO) on academic matters relating to PEO admission procedures and policies, and oversee the Professional Practice Examination.

Regulatory activities

In 2018, a total of 3,279 new applications for applicants graduating from Canadian Engineering Accreditation Board (CEAB)-accredited programs and 2,563 new applications for non-CEAB applicants were received. A total of 2,846 academic assessments were completed for non-CEAB applicants. Of the academic assessments completed for non-CEAB applicants, 888 applicants were deemed to have met PEO's academic requirements for licensure, and 1,589 applicants were assigned an examination program. Of the 681 interviews conducted by the Experience Requirements Committee (ERC) on behalf of the ARC, 321 applicants (47%) had their examination programs waived by the ARC. The ARC also reviewed the examination performance of 345 applicants who sat for technical examinations prepared by PEO examiners. In 2018, 4,530 Professional Practice Examinations were written by applicants, of which 3,689 (81%) passed. The ARC continues to accommodate emerging engineering disciplines in order to recognize the diversity of academic credentials of internationally trained applicants.

The ARC Distance Education Subcommittee was formed in 2018 with the mandate to define a process for assessing the applications with substantial distance/e-learning component in their program. These include, a PEO application addendum to list the required information/documents from those applicants, prospect of a competency-based assessment, and so on. As it is noted by the CEAB: "In future, engineering education in Canada may evolve such that students follow a program that is based predominantly on distance learning."

The ARC recommended strategies pertaining to strategic objectives #6 (*Augment the applicant and licence holder experience*) and #8 (*Create a seamless transition from student member to EIT to licence holder*) of PEO's 2018-2020 Strategic Plan: Protect, Engage, Advance. The recommendations include branding each phase of the application process and issuing a certificate once an applicant fulfils the academic requirements and passes the PPE. An accelerated successful transition to an online application system (with adequate funding and resources) was highly promoted. In addition, the ARC provided suggestions regarding the improvement of the Financial Credit and Student Membership programs, as well as up-to-date principles for qualifications and practice.

The ARC ratified the specified examination programs (proposed by the ARC McMaster B.Tech Subcommittee following their visit to the McMaster University) for the three McMaster University B.Tech. Programs (Civil Engineering Infrastructure Technology, Power and Energy Engineering Technology, and Automotive Vehicle Engineering Technology). These examination programs were approved at the September 21, 2018 PEO Council meeting. These are confirmatory-like examinations programs: three from A level examinations, two from B level examinations and an

Engineering Report. This ensures consistency in the recommendations of the ARC and fairness to the applicants. Similar to the Confirmatory/Directed Confirmatory examinations programs, the programs allow for good performance.

The ARC continues to work in collaboration with Ryerson University on its initiative to integrate international engineering graduates (IEGs) into Ontario's engineering workforce. The Internationally Educated Engineers Qualification Bridging (IEEQB) program is a bridging program that provides IEGs with an alternative path to licensure by taking a combination of engineering courses to fulfil their academic requirements for licensure. In 2018-2019, the ARC's role has been to improve existing procedures, review the academic results of graduates from the program and determine new course equivalencies with respect to the PEO's revised syllabi of examinations.

The 2018 revised Syllabi of the Canadian Engineering Qualifications Board (CEQB) for the Geological, Environmental, Mining and Geomatics Engineering were reviewed by the ARC and adopted as the PEO Board sheets (aka Board Sheet of the Academic Requirements Committee) with some revisions.

Minor revisions of the ARC Procedure Manual (referred to as the "Red Book"), which was updated in 2015, continued in 2018.

The ARC was pleased to recommend the 2019 V.G. Smith Award for the best average of the top three technical examinations to Li Ju Xue, P.Eng., and the S.E. Wolfe Award for the best engineering report to Kamlesh Dave, P.Eng.

The ARC closely follows the discussion on the future of the Canadian engineering accreditation and the pertinent communications and developments with regards to Engineers Canada, the Canadian Engineering Accreditation Board (CEAB), the Canadian Engineering Qualifications Board (CEQB), the National Council of Deans of Engineering and Applied Science (NCDEAS), and the Council of Ontario Deans of Engineering (CODE).

Throughout the year, the ARC continued advising ERC and staff on interview areas related to the proposed scope of practice for the limited licence (LEL and LET). The ERC chair and vice chair continue to participate/report at the ARC discussions/meetings. The ARC and ERC have had a close collaboration on pertinent issues.

Several ARC members continue to serve on various national engineering boards, such as the CEQB, which is responsible for recommending nation-wide, standardized syllabi of examinations for all engineering disciplines (or one of its discipline subcommittees), and the CEAB, which is responsible for the national accreditation of all engineering programs in Canadian universities. In 2018-2019, the past-president of PEO, one councillor-at-large and one regional councillor are members of the ARC. Several ARC members are actively involved in PEO committees and/or at the chapter level. In summary, ARC members continue to play a very active and enthusiastic volunteer role in the profession.

Committee chair: Leila Notash, PhD, P.Eng., FEC

Staff advisor: Moody Samuel Farag, MEng, P.Eng., Manager, Admissions

Mandate and operations

The Complaints Committee (COC) is mandated under section 24(1) of the *Professional Engineers Act* to investigate and consider complaints made by members of the public or licensees of the association regarding the conduct or actions of licence holders and certificate of authorization holders. The committee must consider all complaints that have been filed with the registrar and must make every reasonable effort to examine all records and other documents relating to the complaint prior to taking any action allowed under section 24(2) of the act. PEO staff, acting on behalf of the committee, carry out the investigation of the complaints and gather the relevant information and documentation for the committee’s consideration.

As stated in the act, the Complaints Committee in accordance with the information it receives may:

- a) direct that the matter be referred, in whole or in part, to the Discipline Committee;
- b) direct that the matter not be referred under clause (a); or
- c) take such action as it considers appropriate in the circumstances and that is not inconsistent with this act or the regulations or bylaws.

Neither PEO staff nor the committee have the authority to prevent a person from filing a complaint nor does the committee have the discretion to refuse to consider any complaint that has been duly filed.

Regulatory activities

In 2018, the committee was composed of 14 members including the chair. It met eight times during the year and formally disposed of 53 complaints that had been filed and investigated. The disposition of the complaints and the statistics from the previous five years are as follows:

Activity	2014	2015	2016	2017	2018
Complaints examined and decisions rendered by COC	91	81	75	73	53
Matters referred to discipline	6	7	6	8	5
Matters not referred with no further action	62	56	48	44	28
Matters not referred, decision to send letter of advice or hold interview	21	10	20	16	16
Matters not referred, voluntary undertaking signed/accepted	2	8	1	5	4

Of the 53 complaints that the COC examined and took action on this past year, approximately 10% resulted in a referral to the Discipline Committee. Just over half of the complaints were dismissed with no referral to Discipline and no other further action. This leaves approximately 38% of the complaints filed where the Complaints Committee decided that it was in the public interest to exercise its authority under section 24.(2)(c) to take such action as the committee considered appropriate in the circumstances. The type of actions taken under this authority have included:

- issuance of a letter of advice to the complained-against practitioner, or asking that the practitioner attend an interview with the Committee to identify to the practitioner alleged actions or conduct on their part that, while not sufficiently serious to warrant a referral to

Discipline, are still of concern to the COC because they may signal a pattern of behaviour that, if continued, may lead to future disciplinary action; or

- seeking a voluntary undertaking from the practitioner to undertake steps to prevent future difficulties with their professional engineering practice.

Voluntary undertakings

The Complaints Committee may request a voluntary undertaking (VU) by the practitioner (or certificate of authorization holder) in cases that involve issues of concern that relate to practice, conduct or expectations of the public. The objective would be to ensure that the practitioner or C of A holder recognizes that there is a potential problem that must be addressed to avoid future problems and is shown to voluntarily be taking remedial action to address them. Before it is implemented, the terms of the VU are approved by the committee. These undertakings are intended to address the public interest matters arising from the complaint using a mechanism that achieves an outcome that serves the public interest.

This past year, the Complaints Committee, together with PEO staff, facilitated a significant process change to publish in PEO's *Gazette* certain voluntary undertakings negotiated between the committee and respondents to complaints, as part of the disposition of a complaint file. The first publication of a voluntary undertaking was in the *Gazette* in late 2018. Publication of these VUs helps to educate other licensees and encourages them to improve their own practices. These publications also demonstrate to the public that PEO is acting responsibly and in the public interest in carrying out its duty to respond to complaints about its licensees and certificate of authorization holders.

Key 2018 initiatives

Improved Complaints Committee resources and member training

Early in 2018, the Complaints Committee and PEO staff undertook a project to assemble and organize a *Committee Resources* file, both in hard copy and electronically, to serve as an up-to-date and ongoing reference for COC members. The file consists of more than 40 documents comprising approximately 500 pages of legal advice and opinions (solicited and adopted by the committee over the years), COC process documents, communications and presentations issued by the committee, as well as other reference and guidance documents and tools.

At the committee's annual training meeting held in July, senior committee members presented many of the opinions and guidance documents as training for new members and to serve as a refresher for our more experienced members.

Continuous improvement

In addition to the ongoing training, the Complaints Committee and PEO staff are continuously working to align their processes with the best practices of similar investigative and screening bodies in other regulatory authorities in Canada, with the objective of enhancing the efficiency, effectiveness and public interest lens of the committee and the complaints process. The Complaints Committee and its supportive PEO staff are committed to continuous improvement in all of their work.

Strategic planning

Early in 2018, PEO President Bob Dony and President-elect David Brown wrote to all of the committees within PEO to share PEO's new 2018-2020 Strategic Plan. The Complaints Committee was specifically asked to develop, for the consideration of Council, one or more measurable

strategies to be undertaken during the plan period to contribute to one of the objectives within the plan: “Heighten delivery and awareness of PEO’s enforcement efforts.”

Even though the Complaints Committee’s statutory mandate does not touch upon enforcement activities in any way, the COC nevertheless embraced the spirit of the request, which was to develop ways in which the Complaints Committee could assist in the achievement of any of the strategic objectives in the PEO Strategic Plan.

The Complaints Committee holds a unique position within PEO. By being the recipient of all complaints that arise in connection with the work and conduct of PEO licensees and certificate of authorization holders, the COC is privy to a great deal of data regarding the practice of professional engineering in Ontario.

Though at the complaints stage the actual details of complaints are subject to strict confidentiality, the committee strongly believes that there is the potential to identify trends, lessons and gaps in the regulations that could be used to enhance the effectiveness of PEO’s regulation of the profession and thereby contribute to the achievement of the desired outcomes set out in the PEO Strategic Plan. Ultimately, the Complaints Committee devised a comprehensive plan to assist PEO in achieving the following strategic objectives:

- Objective 1. Refine the delivery of the PEAK program
- Objective 2. Heighten delivery and awareness of PEO’s enforcement efforts
- Objective 3. Enhance PEO’s public image
- Objective 5. Increase influence in matters regarding the regulation of the profession

The Complaints Committee also expressed its willingness to assist in the engagement of chapters as potential regulatory resources (Strategic Objective #4) through presentations at the chapter level to further inform licence holders, and perhaps invited business leaders and other stakeholders about the PEO complaints process and its role in PEO’s core regulatory mandate.

Furthermore, the Complaints Committee is known as a highly functional and very hard-working committee that has a well-earned reputation for productivity, effectiveness and continuous improvement. The committee’s operating practices could serve as a model to assist in the achievement of PEO’s Strategic Objective #7 to redefine the volunteer leadership framework.

However, despite the fact that the work of the Complaints Committee is at the very core of PEO’s public protection mandate, the committee has determined that it does not currently have sufficient staff and volunteer resources to undertake the additional work that would be required to carry out the plan that Council requested of us.

The committee has identified this need to Council but has not, as of the writing of this report, been provided with the additional resources necessary.

Resource limitations

The Complaints Committee and PEO staff have been highly successful over the past year in the tasks of efficiently and expeditiously receiving, processing, investigating and acting on the current volume of complaints that are filed with the registrar. In our submission, we are thus successfully fulfilling our regulatory responsibilities. We have identified, however, that we have very little resiliency at both the committee and staff level, and this has become a matter of serious concern to the committee.

The work of the Complaints Committee is interesting and highly rewarding; however, the current workload on volunteers is high and this has directly resulted in the loss of a number of valuable and experienced members of the committee over the past year. Consequently, the Complaints Committee's 2018-2019 human resources plan requests the addition of two more members in specific technical areas. The purpose of this increment to the COC complement is to allow the work to be distributed over a greater number of Complaints Committee members to avoid burning people out.

Similarly, the Complaints Committee feels that while the current PEO staff resources have been adequate (thanks to their hard work, professionalism and dedication) to keep up with the current caseload, these duties consume all of the presently available staff resources. Consequently, there is no capacity for PEO staff to take on the additional tasks necessary to initiate and support any new programs, including those identified as being necessary to assist in the achievement of the objectives of PEO's Strategic Plan.

Furthermore, the committee is deeply concerned that the loss of even one investigative staff member could jeopardize PEO's ability to carry out its core regulatory responsibilities regarding the handling of complaints from the public or from PEO licensees.

We believe very strongly that PEO Council must devote additional staff resources to support this core regulatory responsibility.

Conclusion

The Complaints Committee understands how important this statutory committee is to the core regulatory functions of PEO, to public confidence of Ontarians in our ability to self-regulate the engineering profession and to the confidence of PEO licensees in a fair and responsive complaints process.

The success of the committee has largely been achieved through the dedicated work of PEO staff and the committee would like to express its sincere appreciation to the deputy registrar, manager, investigators and administrative staff within the regulatory compliance department. This group of PEO staff has consistently demonstrated a sincere appreciation and keen understanding of the importance of this regulatory committee and a commitment to continued high quality and performance in the service of the public.

Committee chair: Chris D. Roney, P.Eng.

The Complaints Review Councillor (CRC) is an administrative tribunal but does not conduct hearings. Therefore, CRCs draw their jurisdictional powers under the *Professional Engineers Act*. The *Statutory Powers Procedure Act* does not apply to the CRC. The tribunals office provides administrative support to the Complaints Review Councillor. In March 2018, PEO Council appointed Qadira Jackson Kouakou, LLB (LGA councillor) to the CRC role.

Mandate—Reviews the treatment of a complaint

The decision of the Complaints Committee to refer, or not to refer, a complaint to the Discipline Committee is final. No statutory appeal lies from the decisions of the Complaints Committee.

However, section 26 of the *Professional Engineers Act* provides that a complainant may apply to the CRC for a review of the treatment of the complaint after a decision has been made by the Complaints Committee. In addition, the act allows a complainant to apply for a CRC review should a complaint not be disposed of by the Complaints Committee within 90 days after the complaint is filed with the registrar.

The procedure to request a CRC review is by way of application. It should be noted that the CRC is not under any statutory obligation to undertake such a review and may, in certain circumstances, issue a decision not to make a review or a decision not to continue a review of a particular complaint.

Beyond the handling of individual complainant applications, the CRC has separate powers under section 26(1) of the act and the CRC may, on her or his initiative, undertake examinations of the procedures for the treatments of complaints by the Complaints Committee. The CRC may send a copy of a report of such examinations directly to the Minister of the Attorney General.

CRC activity

Activity	2017	2018
Applications for review	3	4
Dismissals without a review	2	0*
Notices to conduct a review	5	0*
CRC reports issued	1	0*
Caseload	6	10
Examinations under section 26(1)	0	0

**only completed reports are included for the purposes of this annual report; 6 pending applications were received on May 25, 2018; 5 reports are currently being reviewed by CRC's lawyer.*

Complaints review councillor: Qadira Jackson Kouakou, LLB

Mandate

The Discipline Committee is a statutory committee established under the *Professional Engineers Act*. Its mandate is to hear and determine allegations of professional misconduct or incompetence that are referred to it concerning the actions of a member of the association and/or a holder of a certificate of authorization. Referrals are normally made by the Complaints Committee but can be made by Council or the Executive Committee. The Discipline Committee also hears and decides applications for the removal of a suspension order, or for the reinstatement of a licence that was revoked by the Committee. Applications for reinstatement of membership are referred to the Discipline Committee by the registrar.

The Committee is an independent, quasi-judicial tribunal, which means that it acts and conducts its hearings like a court. The Committee's responsibilities and decision-making powers are set out in the *Professional Engineers Act* and regulations. In addition, it complies with and exercises powers set out under the *Statutory Powers Procedure Act*. Matters and applications are determined on the evidence admitted by panel acting on behalf of the whole Committee. Quorum for a panel is four members, one from each of the categories set out in the *Professional Engineers Act*. Most panels are composed of five members to ensure there are no split decisions. Hearing panels are normally provided with an independent legal counsel.

Developments and activities during the year

In addition to attending to its statutory duties, the committee met twice to deal with general administrative matters.

The Committee welcomed seven new members appointed by Council in 2018.

The chair and the vice chair that were elected by the committee in 2017 were re-confirmed by the committee for the second year of their two-year terms.

There were no training sessions conducted during the two meetings that the committee had; however, the DIC Training Task Group has informed the committee at its November meeting that the Request for Proposal has been posted and the responses are expected to be received in January 2019, so that the committee could expect to have the training conducted by professional adjudicators, specifically tailored to this tribunal, twice a year—in spring and fall of 2019. The chair anticipates that DIC members will have the opportunity to complete this training before commencement of hearings for matters referred since December 1, 2018.

The DIC Evaluation Task Group is continuing their work on developing a system to evaluate members' performance serving on panels.

The committee provided its updated terms of reference, annual work plan and human resources plan to Council.

Caseload activity

The table below shows the Discipline Committee's hearings activity for the last two years.

Activity	2017	2018
Matters referred to discipline	8	5
Pre-hearing conferences held	8	7
Matters pending (caseload)	14	8
Written final decisions issued	10	11

Membership

As of January 1, 2019, there are 34 members on the committee, comprised of two elected members to PEO Council, two lieutenant governor-in-Council appointees who are members of the association, two lieutenant governor-in-Council appointees who are members of the public, three Attorney General appointees who are members of the public, three Attorney General appointees who are members of the association, and 22 members appointed by Council from the general membership. From this roster of available committee members, the chair of the Discipline Committee sets hearing dates and assigns panels to hear motions and hearings related to matters that are of the jurisdiction of the committee. Administrative and operational support is provided by administrative staff from the tribunals office in the department of standards and tribunals.

Committee chair: John Vieth, P.Eng.

Experience Requirements Committee

(ERC)

Mandate

The Experience Requirements Committee (ERC) assists the registrar, as necessary, in determining if an applicant's work experience is acceptable for licensure purposes, leading to a P.Eng. licence, a limited licence or a provisional licence or for the purpose of reinstatement under section 51.1.4 of Regulation 941/90. The ERC also advises on whether the experientially-gained knowledge of an applicant who has not graduated from engineering program accredited by the Canadian Engineering Accreditation Board (CEAB) provides sufficient basis to recommend that the Academic Requirements Committee (ARC) waives the applicant's assigned technical examination program.

Activities

The ERC had a busy year, conducting 898 interviews to assess the experience of applicants for licensure. This number represents a decrease of 12 per cent from the previous year despite an additional four interview days for a total of 95 days. The ERC interviewed 636 applicants for Confirmatory (and Directed Confirmatory) Examination Programs resulting in approximately 49 per cent of the candidates having their exam programs waived.

The ERC also conducted 168 staff referral interviews (for assessment of work experience for licensure purposes) with approximately 47 per cent of the applicants demonstrating the requirements for licensure. The number of staff referral interviews decreased by 10 per cent from the previous year.

There were 32 interviews for limited licences during 2018 (down from 41 the previous year), with 18 applicants demonstrating sufficient experience in their limited scopes of practice.

Interviews were also conducted for licence reinstatements (11) and provisional licences (six).

The efforts of the ERC facilitated PEO in issuing P.Eng. licences to 2649 applicants in 2018, of which 1719 were from CEAB programs. This represents an increase of 19 per cent in total P.Eng. licences and 15 per cent in licences to CEAB program graduates.

In addition, the ERC diligently participated in the following activities:

- Representatives of the ERC participated as members of the Licensing Committee. The chair and vice chair of the ERC regularly attended the Academic Requirements Committee business meetings with a standing agenda item to report on ERC activities.
- ERC members were involved in registration hearings as witnesses and expert witnesses as required by PEO counsel.
- The ERC subcommittee is responsible for the implementation of recommendations from the Interview Improvement Plan. In 2018, the recommendations involving the improvement of communications to applicants awaiting interviews for confirmatory exams programs and staff referrals were completed. As well, a new interview project form was implemented to help applicants prepare for these interviews.
- The ERC subcommittee worked towards developing a Quality Review Board to review random interviews for quality purposes and to help direct training for members of the ERC.
- Training was given to ERC members on competency-based assessment methods for conducting interviews.

Committee chair: David Kiguel, P.Eng.
Committee vice chair: Changiz Sadr, P.Eng.
Staff advisors: Michael Price, P.Eng., MBA
Deputy Registrar, Licensing and Registration
Pauline Lebel, P.Eng., Manager, Licensure

Fees Mediation Committee

(FMC)

Message from the chair

The Fees Mediation Committee (FMC) is a statutory committee established under section 32 of the *Professional Engineers Act* (the “Act”). It is an independent tribunal with powers under various provisions of the Act as well as the *Commercial Mediation Act, 2010*, S.O. 2010, chapter 16, to the extent that these provisions do not conflict with the Act.

There are currently six members on the committee. Committee members are designated by Council. The Complaints Review Councilor and members of the Complaints or Discipline committees are not eligible for membership on the FMC. From this roster of committee members, the chair of the committee assigns members to conduct mediations and arbitrations of fee disputes that are within the jurisdiction of the committee. Administrative and operational support is provided by staff from the tribunals office in the department of tribunals and regulatory affairs.

Mandate

The FMC reviews and mediates or arbitrates fee disputes between engineers, engineering companies and their clients in accordance with the act and regulations. The fees mediation and arbitration processes are available to clients of engineering companies who wish to dispute fees charged for professional engineering services. The committee may either mediate or arbitrate fee

disputes between professional engineering companies and their clients as an alternative to legal action taken through the court system.

Information about the FMC is available on the PEO website at:
http://www.peo.on.ca/index.php/ci_id/2260/la_id/1.htm.

Application forms for mediation and arbitration can also be found on the website to assist the parties who voluntarily choose to participate in the process.

The Fees Mediation Committee did not meet as a whole in 2018. However, the committee chair held an orientation session for three new members.

Caseload activity

Activity	2017	2018
Applications for mediation received	2	2
Applications for arbitration received	1	0
Mediations conducted	2	2
Arbitrations conducted	0	1
Files pending (caseload)	1	1
Requests for mediation/incomplete applications	0	0

Committee chair: Kathryn G. Sutherland, P.Eng.

Registration Committee

(REC)

Message from the chair

The Registration Committee is a statutory committee established under section 19 of the *Professional Engineers Act*. It is an independent tribunal with powers under various provisions of the *Professional Engineers Act* and the *Statutory Powers Procedure Act* (“SPPA”).

There are currently 11 members on the committee, comprised of one lieutenant governor-in-Council appointee (LGA), one Attorney General (AG) LLB appointee and seven members appointed by Council from the general membership. Currently, the committee does not include any elected members of PEO Council. In 2018, the committee also welcomed one new member; this member is a non-P.Eng., lay member of Council.

From this roster of committee members, the chair of the Registration Committee assigns panels to hear motions and conduct hearings related to matters that are within the jurisdiction of the committee. Administrative and operational support is provided by staff from the tribunals office in the department of tribunals and regulatory affairs.

Mandate

The Registration Committee’s mandate is to conduct hearings at the request of an applicant, in respect of registrar’s proposals under section 19 of the Act. The Committee has powers to make orders directing the registrar to grant or refuse licences. The committee conducts hearings under the provisions of the *Professional Engineers Act* and the *Statutory Powers Procedure Act*. The applicant and the registrar are both parties to proceedings before the Registration Committee. A

party to proceedings before the Registration Committee may appeal to the Divisional Court from a decision or order of the committee.

The committee's mandate to hold hearings is triggered only after a registrar's "Notice of Proposal to refuse a Licence" (NOP) is issued to an applicant and the applicant has filed a request for a hearing within the time limits set out under the Act. The number of hearings by the committee varies in a given year according to the number of applicants who, in response to the registrar's proposal, request a hearing.

The hearings of the Registration Committee provide applicants an opportunity to demonstrate before this independent tribunal that the applicant meets the licensing requirements, or to seek exemptions from any requirements under the Act or regulations made under the Act.

In order to promote greater public awareness of its role, the Registration Committee has a web page on the PEO website at the following link:
http://www.peo.on.ca/index.php/ci_id/2261/la_id/1.htm

Developments during the year

At its November 2018 meeting, the committee elected a new chair, Bogdan Damjanovic, P.Eng., and a new vice chair, Simon Sukstorf, P.Eng.

The committee updated its annual work plan and human resources plan, which were approved by Council.

The Registration Handbook subcommittee continued its review of the handbook, especially in view of recent changes to *Professional Engineers Act*. These changes expanded the mandate of the Registration Committee to include hearings pursuant to Notice of Proposals from the registrar to revoke or suspend licences of a member.

Committee activity

In 2018, the committee received 0 requests for hearings; completed two hearings and issued two written decisions. There was one matter pending at the end of 2018. This is a significant reduction relative to the 2017 caseload.

Activity	2017	2018
Requests for hearings	3	0
Pre-hearing conferences held	2	1
Matters pending (caseload)	6	1
Hearings completed	3	2
Written final decisions issued	5	2

Meetings

The Registration Committee as a whole met two times in 2018. Sean McFarling, LLB, conducted training/presentations at the November meeting on the topic of "Human Rights and Regulatory Tribunals."

Committee chair: Bogdan Damjanovic, P.Eng.

Regulated Committees

Consulting Engineer Designation Committee

(CEDC)

Mandate

The Consulting Engineer Designation Committee (CEDC) reviews applications for designation or redesignation as a consulting engineer, provides peer review of the candidates with respect to the regulations and makes recommendations to Council with respect to acceptance of the applications. The CEDC also reviews requests for permission to use the phrase “Consulting Engineers” in a company’s corporate name and makes recommendations to Council as to the appropriateness of the usage.

Activity

The committee met four times in 2018. From those meetings, 37 candidates were recommended for designation and 144 candidates were recommended for re-designation.

The committee also recommended that an additional 44 companies be given permission to use “Consulting Engineers” in their title.

In its continuing effort to seek appropriate recognition of the consulting engineer designation in the PEAK program, a CEDC subcommittee met with Bernie Ennis, P.Eng., on March 26, 2018. President David Brown, P.Eng., attended the May 17, 2018, CEDC meeting to discuss the above issue.

Bruce Matthews, chief executive officer of Consulting Engineers of Ontario attended the August 16, 2018 meeting as an observer.

The committee invited Christian Bellini, P.Eng., of the board of Engineers Canada to attend CEDC meetings.

Committee membership

Doug Barker, P.Eng., Denis Dixon, P.Eng., Shawn Gibbons, P.Eng., Richard Kamo, P.Eng., Eric Nejat, P.Eng., Rick Patterson, P.Eng., Chris Redmond, P.Eng., Steve van der Woerd, P.Eng., Ishwar Bhatia P.Eng. (Council liaison), Christian Bellini, P.Eng. (EC representative) and Bruce Potter, P.Eng. (CEO representative).

Additional members of the regional subcommittees

Gordon Debbert, P.Eng., Levente Diosady, P.Eng., Ross Eddie, P.Eng., Santosh Gupta, P.Eng., Andrew Lawton, P.Eng., George Matsis, P.Eng., Adrian Pierorazio, P.Eng., Donald Plenderleith, P.Eng., Robert Pula, P.Eng., Andy Robinson, P.Eng., John Rosenthal, P.Eng., and Tom Woolhouse, P.Eng.

Committee chair: Douglas R. Barker, P.Eng. (Shawn Gibbons, P.Eng., elected Feb 2019)

Staff advisor: Faris Georgis, P.Eng., Manager, Registration

Appointed Committees

Advisory Committee on Volunteers

(ACV)

Mandate

The mandate of the Advisory Committee on Volunteers (ACV) is to assist and advise committees in fulfilling their operational requirements under the Committees and Task Forces Policy as well as to assist Council by reviewing proposed revisions to committees and task forces: mandates, terms of reference, work plans and human resources plans.

Annual Committee Chairs Workshop

The ACV facilitated the 10th annual Committee Chairs Workshop, held on October 26, 2018 at the PEO offices, and attended by 13 councillors, 30 committee and task force representatives and 14 staff. The theme of the 2018 workshop was Getting the Most Out of Our Volunteer Teams. Change management specialist [Gregg Brown, M.Sc., CTDP, PMP](#) returned to facilitate the workshop, which took a deeper dive into the DiSC (Dominance, Influence, Steadiness and Conscientiousness) framework and delivered new information on how to incorporate this framework into real-life “team” scenarios. The attendees also explored effective techniques on inter-committee collaboration, dealing with difficult people and volunteer performance evaluation that they could apply within their own committee/task forces.

Strategic Planning subcommittee

In January 2018, the ACV was requested to develop, for the consideration of Council, a specific measurable strategy to be undertaken during the 2018-2020 Strategic Plan period and contribute to the following strategic objectives:

- ✓ #7 *Redefine the volunteer leadership framework*—Leadership practised/promoted through recruitment, training, mentorship, term limits, succession planning and evaluation
- ✓ #9 *Enhance corporate culture*—Evaluate/review core values (accountability, respect, integrity, professionalism and teamwork) in volunteers/staff performance

The ACV’s Strategic Planning subcommittee developed and proposed the following strategy (in support of both strategic objective #7 and #9):

- Develop evaluation policy and establish evaluation system to provide a means for delivering continuous improvement through collecting/analyzing statistics on volunteer performance, committee operations and feedback from major functional events. This may require modification to the existing [Committees and Task Forces Policy – Reference Guide](#).

The strategy was approved by Council at its November 2018 meeting and the subcommittee will continue its review of the self-evaluation form in support of the above strategy.

Succession Planning subcommittee

The Succession Planning subcommittee was formed in 2017 to identify the committee’s volunteer needs and prepare its succession plan. As a result, three new members were selected and

subsequently appointed to the committee. The subcommittee also developed a training plan and conducted two training sessions for both new and existing members in leadership positions.

Committee operations

Each member of the committee has taken on one or more projects that contribute towards the overall program plan of the Advisory Committee. One ACV member is appointed to the Government Liaison Committee (GLC) and two ACV members are appointed to the Volunteer Leadership Conference Planning Committee (VLCPC). To accomplish its work, the committee met six times during 2018 (January 11, March 8, May 24, August 9, October 4, and December 6) and had numerous teleconference subcommittee meetings in between.

Committee membership

Sean McCann, P.Eng. (chair), Lisa Lovery, P.Eng. (vice chair), Michael Chan, P.Eng. (Council liaison), Chris Kan, P.Eng. (past chair), Christian Bellini, P.Eng., Nick Colucci, P.Eng., Márta Ecsedi, P.Eng., Doug Hatfield, P. Eng., Eric Nejat, P.Eng., and Vic Pakalnis, P.Eng.

Committee advisor: Margaret Braun, MEd, CHRE, (Acting) Director, People Development

Staff support: Viktoria Aleksandrova, Committee Coordinator

Education Committee

(EDU)

Mandate

“Whereas, there has been a recent declining interest among students in STEM-related careers, and whereas, identified root causes for this decline include image of science, perception of careers, curriculum, teacher experience and gender-based perceptions, therefore, the Education Committee (EDU) commits:

- To be a leader and value-added influence in the development of education policy, curriculum, and outreach such that high school graduates will have the necessary knowledge, skill, and motivation to succeed in an engineering program.
- To support PEO’s Envisioned Future (Source: “PEO Envisioned Future”, C-459-6.6, Appendix A, approved by Council Sept. 2009) as it relates to “Public awareness of the role of the Association” (PEA Sect 2 (4)4 – Additional Object).
- To ‘support and encourage public information and interest in the past and present role of professional engineering in society’ in PEA Sect 8(20).”

Key duties and responsibilities

The EDU’s key duties and responsibilities are to support the PEO Envisioned Future and are an important portion of the EDU terms of reference. The EDU addresses science, math and technology literacy and other educational issues of relevance to PEO leading up to (but not including) the university/college educational level. The key duties of the committee are:

- 1.0 **Chapters:** Provide support for PEO chapters to achieve their education outreach goals. The Education Committee plans and helps chapters implement valuable learning activities for aspiring engineers, which aids the long-term health of the profession.
- 2.0 **Equity and diversity:** Ensure that principles of equity and diversity are reflected in key activities (i.e. French translations of booklets and brochures) supported by the committee.
- 3.0 **Guidance to PEO Council** on education-related policy: Research and articulate proposed positions on elementary and secondary school education—mathematics, sciences and

technology, in particular—and recommend same to Council. In addition, research and articulate proposed positions on continuing competence training for professional engineers.

4.0 **Strategic relationships:** Establish productive relationships with other organizations whose objects are complementary.

5.0 **Program development:**

- To increase public awareness of the engineering profession by educating Ontarians on the important roles and valuable contributions of professional engineers and of the self-regulating engineering profession in society.
 - One key input to the overall PEO “regulatory” process is elementary and secondary education (with particular emphasis on STEM education in the academic preparation for aspiring engineers).
- To encourage STEM education from an early age as a matter of sound public policy.
 - Elementary and secondary engineering education is very important to PEO in the overall context of public safety and protecting the public interest.
- To encourage and assist young people in making informed career choices related to science, technology and engineering.
 - PEO needs to be certain that there remains a steady flow of talented and skilled individuals into the regulatory framework for engineers in order to keep society safe and as necessary conditions for the continued existence of a self-regulating engineering profession that promotes a viable economy in Ontario.
- To advise government and the public on educational requirements (e.g. curriculum) for the knowledge economy in general and for engineering in particular.

This may include (but is not limited to) the following:

- 5.1 **Reaching out to the public**—Support holding public events that promote awareness of the importance of science, technology, engineering and math education (STEM).
- 5.2 **Reaching out to the teachers**—Support holding information sessions for teachers (as required).
- 5.3 **Hard skills development**—Focus on “thinking skills” and “lifelong learning” as the key essential skills for our future engineers.
- 5.4 **Soft skills development**—Focus on integrity, work ethic, teamwork and accountability as crucial work habits for our future engineers.

Committee operations

As of December 2018, the committee had 10 members. Ravi Kumar, P.Eng., departed and Annabelle Lee joined our team in 2018. We thank Ravi for his many years of contributions to the education team and look forward to working with Annabelle. Paymon Sani-Bakhtiari, P.Eng., FEC, was elected as the new chair, and Samer Inchasi, P.Eng., took on the role of past chair this year. Tomiwa Olukiyesi, P.Eng., continued in her role as the Council liaison.

PEO Council voted to transfer ownership of the Engineer-in-Residence (EIR) program to Engineers of Tomorrow, which had been managing the program as a service provider since August 2014.

The committee did not receive new funding for the remaining EDU activities, such as the Education Conference, Province-Wide Engineering Mathematics Competition and Engineering Innovations Forum as well as other new initiatives in 2019.

The committee organized and hosted the 2018 Education Conference, which was held on the May 25 weekend at PEO headquarters. The theme of the conference was “Full STEAM Ahead” and saw participation from our education team chapter members and delegates. Presentations by subject

matter experts were followed by group discussions about our involvement and community engagement in STEM-related activities.

The committee provided support for the chapter system as generally requested by Council. The committee also reviewed the need for an 'Education Forum' to be hosted by the committee to allow for resource sharing amongst all the chapters. An EDU outreach website was established in 2017 for this requirement.

The committee continues to review the need for new publications/pamphlets that can be distributed at student outreach events to increase interest among students entering the STEM fields.

Finally, through their work, committee members continue to ensure that principles of equity and diversity are reflected in all key activities.

Committee membership

The Education Committee members for 2018 were:

Chair: Paymon Sani-Bakhtiari

Vice chair: John Hazel

Council liaison: LGA Councillor Iretomiwa Olukiyesi

Karen Cain

Radomir Grigorov

Richard Hui

Samer Inchasi (Past Chair)

Annabelle Lee

David Steeves

Priscilla Williams, EIT (EIT representative)

One vacancy (student rep)

Committee advisor: Tracey Caruana, Manager, Engineering Intern Programs

Staff support: Sami Lamrad, EIT/Student Programs Coordinator

The committee met six times in 2018.

Enforcement Committee

(ENF)

Mandate

The Enforcement Committee was established to advise Council on matters relating to the enforcement of the provisions of the *Professional Engineers Act* dealing with unlicensed and unauthorized practice and illegal use of engineering titles. Its key duties and responsibilities are:

- To prepare and present policy proposals to Council on issues relating to PEO's enforcement activity; and
- To act as an advisory body to the registrar, Council and PEO committees and task forces on policy matters relating to enforcement.

Highlights

Three new members joined the committee in 2018 to fill vacancies created under the term limits policy for committees. Recruitment was also completed to fill vacancies that became available at year-end.

The committee met five times in 2018 to conduct its ongoing business, and its respective subcommittees met as required to address their corresponding work plan items. The specific activities included:

- The enforcement outreach subcommittee finalized the content for presentations to engineering students and shifted its focus to outreach with chapter volunteers. The subcommittee looked at potential outreach opportunities and sought to participate in the November Chapter Leaders Conference to gain additional insights from chapter volunteers. This feedback will be reviewed by the subcommittee in the coming year to make further suggestions for outreach to chapters.
- The subcommittee on Enhanced Enforcement for Industry compiled a list of trade publications for technical professionals with the intent of getting subscriber data to better understand the extent of unlicensed practice. The subcommittee is awaiting information from the publisher of a majority of technical publications.
- Additional information was provided to the Professional Standards Committee (PSC) to support a proposal to create a performance standard for pre-start health and safety reviews. The subcommittee activity has been delegated to staff to follow up on feedback from the PSC.
- The committee effectiveness subcommittee developed a protocol for new work plan items to ensure that committee activities fulfil an operational or policy need and that the activities fall within the mandate of the Enforcement Committee.
- The committee was asked to develop strategies to heighten delivery and awareness of PEO's enforcement efforts, aligned with objective #2 of the 2018-2020 Strategic Plan. The corresponding subcommittee submitted seven strategy proposals and one proposal was recommended for approval by Council.

The committee's 2019 work plan will primarily focus on:

- Continuing the work of the outreach subcommittee to extend key messaging to chapter volunteers and other designated stakeholders.
- A subcommittee was created to develop descriptive examples of engineering practice to complement the definition given in the *Professional Engineers Act*. This corresponds to the strategy proposal that was recommended for Council approval.
- Another subcommittee was created to identify gaps in the act and regulations that affect PEO's ability to take enforcement action. This corresponds to a similar strategy proposal on gaps affecting complaints and discipline matters.
- A third subcommittee was formed to develop a position on separate registrations for "right to title" and "right to practise." This is intended to address questions on whether PEO should license only those practitioners who are actively engaged in the practice of professional engineering.

Committee chair:	Stephen Georgas, P.Eng.
Committee vice chair:	Joe Adams, P.Eng.
Council liaison:	Iretomiwa Olukiyesi, P.Eng.
Staff advisor:	Cliff Knox, P.Eng., Manager Enforcement, Regulatory Compliance

Mandate

The mandate of the Equity and Diversity Committee (EDC) is to recommend an action plan to integrate equity and diversity values and principles into the general policy and business operations of PEO.

Equity and Diversity Policy

One of EDC's roles is to create ways to ensure there is equity and diversity training for PEO members and staff. The equity and diversity online learning module (*Engineers Make a Difference for Equity and Diversity*) was originally introduced by the EDC in October 2013 and, as of November 30, 2018, a total of 1013 chapter and committee volunteers have completed the module.

The new policy requiring new volunteers to complete the module resulted in 94 per cent compliance in 2018. The EDC recognizes that the module is out of date and requires significant revamping to reflect legislations and practices that have been introduced since its conception in 2012. The same applies to a PowerPoint presentation that was used to engage PEO chapter members in considering equity and diversity concerns in their actions and activities.

To recognize significant equity and diversity contributions to the membership of the chapter and/or the engineering community, the EDC created a proposal for a Chapter Equity & Diversity Award. The proposal was peer reviewed by the Awards Committee and PEO staff, and then presented and discussed at the September 2018 round of Chapter Regional Congresses. The EDC responded to all questions and feedback, and revised documents accordingly. The full package is now with PEO staff for Council's consideration and approval.

Committee membership

Greg Allen, P.Eng. (chair); Márta Ecsedi, P.Eng. (past chair); Nima Eslaminasab, P.Eng.; Georgia Fotopoulos, P.Eng., Manasi Koushik, P.Eng.; Vera Straka, P.Eng. (vice chair); Rakesh Shreewastav, P.Eng.; Ramesh Subramanian, P.Eng. (Council liaison); and Ryan Zizzo, P.Eng.

Committee chair: Greg Allen, P.Eng.

Staff advisor: Olivera Tomic, Acting Director, People Development (January to August 2018), Margaret Braun, Acting Director, People Development (September to December 2018)

Staff support: Rob Dmochewicz, Recognition Coordinator

Mandate

The Government Liaison Committee (GLC) provides oversight and guidance for the PEO Government Liaison Program (GLP). Key duties and responsibilities are outlined in the terms of reference.

Activities and 2018 highlights

In 2018, the GLP continued its work with MPP's to regulate the practice of professional engineering in the public interest in Ontario.

It was also an important year for the broader engineering community across Ontario.

First Professional Engineers Day—March 1

It was a great accomplishment for the engineering profession in Ontario this year, when a motion initiated by the Ontario Society of Professional Engineers (OSPE) and introduced by Durham MPP Granville Anderson was approved in the Ontario Legislature to declare March 1st as Professional Engineers Day in Ontario. This is the first time the Ontario government ever declared a day for a profession and in fact, the first time a day was declared for any profession anywhere in Canada. Subsequently, the medical profession asked that a day be declared for them in Ontario. PEO's GLP chairs across the province, with the guidance of the GLC, helped gain unanimous support for this initiative by asking their MPPs to support the motion. Every March 1st from now on will be a reminder for the Ontario public of the important contribution professional engineers make and will be a proud day for Ontario professional engineers.

A new government elected in Ontario on June 7, 2018

The Ontario PC Party, under the leadership of former Toronto city councillor Doug Ford, was elected as the new Government of Ontario. The Green Party elected its first member in provincial history, Mike Schreiner, MPP (Guelph).

The election brought 73 new MPPs into the legislature. Fifty-nine per cent of the MPPs in 124 ridings in the legislature have never sat before. Once again, the GLP chairs across the province were called into action to do the critical work of introducing PEO and its regulatory mandate to the many new MPPs. With the addition of 17 new ridings, many of our chapters have had additional MPPs added to their liaison responsibilities.

In June, a total of three known engineers ran. They were:

- Jim McDonell MPP, P.Eng., who ran for the Progressive Conservatives in Stormont-Dundas-South Glengarry;
- Jack MacLaren, P.Eng., who was previously elected as Progressive Conservative and ran for the Trillium Party in Kanata-Carleton; and
- Michael O'Brien, P.Eng., who ran for the New Democratic Party in Perth-Wellington.

Only MPP McDonell, P.Eng., was elected. He has served in the Ontario legislature since 2011 and regularly participates in PEO activities, including the PEO and OSPE Government Relations Conference in October 2018. He is now the Parliamentary Assistant to the Minister of Municipal Affairs and Housing, Steve Clark MPP, with responsibility for Municipal Affairs.

Take your MPP to Work Days

PEO's unique Take Your MPP to Work Day program continues to be popular with chapter members, participating companies and politicians. Since 2013, individual MPPs have been invited by their local PEO chapters to visit companies who employ professional engineers to learn more about PEO, the work that professional engineers do in their local community and how they impact public safety.

Despite the provincial election in 2018 and the distraction this entails for MPPs, GLP chairs were still able to organize seven Take Your MPP to Work Days including:

- April 3—Algonquin Chapter hosted MPP John Yakabuski at Canadian Nuclear Laboratories
- May 14—London Chapter hosted Liberal candidate Kate Graham at the new Western University engineering building
- September 28—London Chapter hosted MPPs Peggy Sattler, Terence Kernaghan and Teresa Armstrong at the City of London water management department
- November 7—Windsor and Chatham chapters hosted MPP Taras Natyshak at Bonduelle Canada
- November 16—Oakville and Mississauga chapters hosted MPPs Stephen Crawford, Rudy Cuzzetto and Effie Triantafilopoulos at Ford Motor Company
- November 16—Sudbury Chapter hosted MPP Jamie West at XPS Expert Process Solutions
- December 7—Chatham Chapter hosted MPP Rick Nicholls at Chatham South Water Treatment Plant

30 MPPs attend PEO Queen's Park Reception

The annual PEO Queen's Park MPP Reception was held on October 24. Six ministers and 30 MPPs participated in the event. Speaking at the reception were:

- Lindsey Park, MPP (Durham), Parliamentary Assistant to the Attorney General;
- Deputy NDP Leader and Attorney General Critic, Sara Singh MPP (Brampton Centre);
- Interim Liberal Leader John Fraser MPP (Ottawa South); and
- Green Party Leader, Mike Schreiner MPP (Guelph).

Over 100 representatives from PEO Council, chapter GLP representatives and engineering partners attended. Three MPPs were given certificates of recognition for their work in promoting engineering in the public interest. They were:

- Minister of Education Lisa Thompson, MPP (Huron-Bruce) on behalf of the PC party;
- Percy Hatfield, MPP (Windsor-Tecumseh) on behalf of the NDP party; and
- Mitzie Hunter, MPP (Scarborough-Guildwood) on behalf of the Liberal party.

President David Brown welcomed the MPPs and thanked them for their participation, noting the event gives PEO volunteers the opportunity to interact with MPPs and helps MPPs recognize and understand PEO's mandate to regulate.

The reception was particularly important this year, with 73 new MPPs who were not familiar with PEO invited to attend. Several veteran MPPs advised that annual receptions at Queen's Park are very important for organizations seeking recognition amongst legislators.

Due to budget cuts by PEO Council, the annual Queen's Park Reception has been suspended for 2019. Lower cost alternatives to replace the reception are being considered by the GLC.

Professional Engineers Government Relations Conference

On October 24, PEO and OSPE jointly hosted a day-long Professional Engineers Government Relations Conference at Hart House at University of Toronto. Speakers included MPPs Jim McDonnell (PC), Bhutla Kapoche (NDP), Nathalie Des Rosiers (Liberals), and Green Party Deputy Leader Bonnie North.

A highlight of the conference was a panel discussion moderated by PEO President Brown, with some of Canada's top journalists, including:

- Martin Regg-Cohn, Queen's Park columnist for the Toronto Star;
- Marcus Gee, Urban Affairs columnist for the Globe and Mail;
- Adrienne Batra, Editor in Chief for the Toronto Sun; and
- Jim Warren, National Affairs columnist for Toronto Sun and CTV.

They provided an analysis of the new Ford government, potential impacts to the engineering profession and how to work with media.

The opening keynote speaker was Seneca-York Professor Hershell Ezrin, principal secretary to former premier David Peterson, who spoke on how the engineering profession can impact the Ford agenda. The closing keynote speaker was award-winning author and engineering graduate, Terry Fallis.

Meeting with Attorney General

President Brown, Interim Registrar Johnny Zuccon, P.Eng., and Manager, Government Liaison Programs Jeannette Chau, P.Eng., met with new Attorney General Caroline Mulroney on August 16 to brief her on regulatory items in which PEO is engaged.

Six engineers elected in municipal elections

Elections were held in Ontario's 444 municipalities on October 22. Fourteen engineers ran. The engineers who won included:

- Bill Altenhof, P.Eng. in Ward 2 (Tecumseh);
- George Comrie, P.Eng., who won re-election for a second term as councillor in Whitestone. He served two terms as PEO president in 2004-05 and 2016-17;
- Andrew Dowie, P.Eng., in Ward 1 (Tecumseh);
- Diane Freeman, PEO president in 2010-2011, was re-elected for a fourth term on Waterloo City Council in Ward 4;
- Ian McDougall, P.Eng. was elected Ward 1 councillor in Scugog; and
- Ron Starr, P.Eng., was re-elected in Mississauga as city councillor for Ward 6.

There were eight other engineer candidates who ran. They were:

- Mike Bell, P.Eng., for Hamilton City Council in Ward 12 (Ancaster);
- Thomas Chong, P.Eng., for York Region District School Board for Wards 3, 5 and 6 (Richmond Hill);
- Steve Clark, P.Eng., for Mayor of Timmins;
- Elie Diab, P.Eng., for Mississauga City Council in Ward 6;
- Wayne Hancock, P.Eng., for Mayor of Minden Hills Township;
- Andrew Herbst, P.Eng., for Toronto City Council in Ward 18 (Willowdale);
- Michel LaBonte, P.Eng., for Upper Canada School Board Trustee in Ward 5 (Brockville & Maynard); and
- José Vera, P.Eng., for Toronto City Council in Ward 4 (Parkdale—High Park).

While PEO does not engage in municipal politics, PEO acknowledges the engineers who run for political office at all levels and their contributions to developing regulatory policies in government.

Chapter and MPP activities

PEO chapter GLP representatives also attended various MPP New Year's levees, community events and local meetings. MPPs participated in chapter licence ceremonies, chapter annual general meetings, Engineering Month events and Take Your MPP to Work events. These interactions helped to develop awareness and strong relationships between PEO and MPPs as well as promote our regulatory issues when required.

Engineering Ally pledge

The Ontario Society of Professional Engineers (OSPE) launched a new campaign prior to the June 7 Ontario election that asked candidates to take a five-point pledge in making the engineering profession a priority for the next government. Several PEO GLP chairs and chapters worked to promote the Engineering Ally campaign and increase awareness of both PEO and OSPE.

The GLC had a very active and busy year in 2018 introducing the 73 new MPPs to PEO's mandate to regulate the practice of professional engineering in the public interest. Work has begun on a task group to consider expanding the GLP chairs program to include one-on-one GLP representation for each MPP in each riding. The task group will consider succession, selection and training to ensure the continuation of a high level of representation of PEO to MPPs. The work of the GLC and the GLP remain ever critical in 2019 and beyond to ensure our self-regulatory role in partnership with government continues to protect the public interest.

Committee meetings

To accomplish its work, the committee met nine times in 2018 (face-to-face: January 16, June 12, September 25, December 18; via teleconference: February 13, March 20, April 24, May 15, November 13).

2018 committee membership

Chair: Warren Turnbull, P.Eng., PEO councillor, Regional Councillors Committee

Vice chair: Gabe Tse, P.Eng., chapter GLP chair

Council liaison: Warren Turnbull, P.Eng., PEO councillor, Regional Councillors Committee

Members: Nick Colucci, P.Eng., Advisory Committee on Volunteers

Jeffrey Lee, P.Eng., active in a riding association

Arjan Arenja, P.Eng., chapter GLP chair

Rakesh Shreewastav, P.Eng., Engineers Canada's Bridging Government and Engineers

Jeremy Carkner, P.Eng., until November 2018/Christine Hill, P.Eng., from November 2018,

Consulting Engineers of Ontario

Tim Kirkby, P.Eng., PEO LGA councillor

Jerome James, P.Eng., Ontario Society of Professional Engineers (OSPE)

Daniel King, EIT, EIT representative

Angel Serah, student representative

Ex-officio: Bob Dony, P.Eng. (president until April 2018)

Dave Brown, P.Eng. (president from April 2018)

Johnny Zuccon, P.Eng., Interim Registrar

Howard Brown, PEO Government Relations Consultant, Brown & Cohen

Advisor: Jeannette Chau, P.Eng., PEO Manager, Government Liaison Programs

Committee chair: Warren Turnbull, P.Eng.

Staff advisor: Jeannette Chau, P.Eng.

Mandate

To coordinate and integrate the ongoing development of PEO's licensing requirements and processes, including the inputs of other PEO committees and external stakeholders involved in the licensing process.

2018 activities

The Licensing Committee's (LIC) main time-consuming activity this year was completion of the review of the amendments to regulations that were proposed by the Licensing Process Task Force (LPTF), as requested by the Legislation Committee (LEC). Most items concerned policies and procedures of the Academic Requirements Committee (ARC), the Experience Requirements Committee (ERC) and standing committees, and led to the establishment of close working relationships. In November 2018, the LIC was ready to send its recommendations to Council. A major undertaking, completed in collaboration with the ARC, concerned an internal review of assessments when applicants dispute their Notice of Assessment. This resulted from a Council-approved recommendation by the LPTF. At the end of the year, the committee still had difficulties in reconciling the proposal with the legal aspects of the regulations. The LIC is recommending a solution that will not require any changes to the act or regulations, and one that remains within the ARC process. This work will hopefully end a decade of searching for an acceptable solution.

In the spring of 2018, the committee was asked by Council to present plans that could be added to PEO's Strategic Plan. Some of the plans proposed by the LIC involved the participation of chapters to promote more pro-active participation in licensing matters, and to improve and encourage supportive communications between the LIC and chapter members. To this effect, the chair attended the Western Chapters Conference, which resulted in receiving valuable feedback.

The LIC also coordinated several ERC-related topics concerning the role of a "monitor" for P.Eng. licence applicants and revised the Licensing Guide with respect to licences that are reinstated. However, there was a problem in the latter case with fairness and consistency.

The committee was also asked by Council to review the Financial Credit Program, which has been implemented on a trial basis for nearly 10 years now. Unfortunately, the analysis of the data in our files did not give any basis to give a recommendation pro or against the program. It will rest with Council to decide on the future of the program, probably relying only on the financial aspects.

The major projects the committee will consider next include three important aspects of the licensing process that need to be improved:

1. Define what the "good character" requirement stated in the act means. The LIC proposes to refer to the concept of "Suitability to Practise Professional Engineering."
2. Review consistency of inter-provincial EIT Program requirements and strengthen the P.Eng. referee process. This will help both the applicants and PEO to assess candidates against the experience requirement for licensure.
3. Review the implications for licensure of "taking responsibility" in the modern engineering environment. Although, it is easy to apply the concept to traditional disciplines such as civil and mechanical engineering, it is more difficult to define it in areas of emerging disciplines, start-up companies and activities requiring specialised knowledge in advanced sciences.

The LIC welcomes input from the membership at large on the above-noted topics, and everyone is invited to forward their ideas via email to the chair at szabados@mcmaster.ca.

Committee membership

Barna Szabados, PhD, P.Eng. (chair), Santosh Gupta, PhD, P.Eng. (vice chair), George Comrie, MEng, P.Eng. (past chair), Roydon Fraser, PhD, P.Eng. (ARC), Bob Dony, PhD, P.Eng. (LEC), Christian Bellini, P.Eng. (member-at-large), David Kiguel, P.Eng. (ERC), Lola Hidalgo Salgado, P.Eng. (RCC), Ravi Gupta, PhD, P.Eng. (ERC).

Committee chair: Barna Szabados, PhD., P.Eng., FEC

Staff advisor: Michael R. Price, MBA, P.Eng., FEC, Deputy Registrar, Licensing and Registration

Professional Engineers Awards Committee

(AWC)

Mandate

The mandate of the Awards Committee (AWC) is to coordinate, manage, promote and monitor the Professional Engineers Ontario (PEO) Ontario Professional Engineers Awards (OPEA) program, the Order of Honour (OH) program, and external honours activities to support achievement of one of the objects of the act, which states, "Promote awareness of the profession's contribution to society and the role of the association."

Internal honours

Order of Honour ceremony, 2018

The following 13 exceptional professional engineers were selected and recommended by the AWC and approved without modification by Council for investiture into the Order of Honour on Friday, April 20, 2018. The Order of Honour ceremony was held during PEO's Annual General Meeting weekend at the Westin Harbour Castle Hotel, Toronto.

Companion: Christopher D. Roney, P.Eng., IntPE, BDS, FEC, FCAE, UE

Officers: John Bray, MAsc, P.Eng., FEC; David Filer, P.Eng., FEC; Santosh Gupta, PhD, ME, P.Eng., FEC; Rishi Kumar, P.Eng., PMP, CMC, GSC, FEC; Changiz Sadr, P.Eng., FEC, TOGAF, CISSP; Jeanette M. Southwood, P.Eng., FEC, FCAE, LLD (h.c.), IntPE

Members: Galal Abdelmessih, P.Eng., FEC, PMP; Andrew Dowie, P.Eng., FEC; Georg Kralik, P.Eng., FEC; Lisa MacCumber, P.Eng.; Stela Stevandic, P.Eng., FEC, PPM; Derek Van Ee, P.Eng., FEC

Ontario Professional Engineers Awards (OPEA), 2018

The OPEA are jointly awarded by PEO and the Ontario Society of Professional Engineers (OSPE). From the 35 nominations received, the following exceptional professional engineers and project were selected and recommended by the AWC and approved without modification by Council and the OSPE board. The OPEA awards gala was held on Saturday, November 17, 2018 at The International Centre in Mississauga.

Gold Medal:	John William Bandler, OC, P.Eng.
Engineering Medals:	David Beckman, P.Eng.; Jennifer Drake, PhD, P.Eng.; Ashraf El Damatty, BSc, MSc, PhD, P.Eng., MBA, FCSCE, FEIC; Gary J. E. Kramer, BSc, MSc, P.Eng., PE; David John Lapp, P.Eng., FEC, FCAE, IRP; Paul May, P.Eng.; Terrance Frederick Nord, BSc, P.Eng.; Winnie Ye, PhD, P.Eng., SMIEEE
Citizenship Award:	Nicola Di Donato, BSc, P.Eng.
Engineering Project or Achievement:	The 2nd Concession Project (The Regional Municipality of York)

G. Gordon M. Sterling Engineering Intern Award, 2018

This award recognizes exemplary leadership by a PEO applicant currently enrolled in the association’s engineering intern (EIT) program and is named for G. Gordon M. Sterling, P.Eng. (deceased), a past president of PEO, a Companion of the Order of Honour and a longtime volunteer. From the 14 self-nominations received, the Sterling Subcommittee selected Michael Burdett, EIT, who was subsequently recommended by the AWC and approved by Council. The award was presented during the Order of Honour ceremony held on April 20 during PEO’s annual general meeting weekend.

External honours

Engineering Fellowship Award (FEC), 2018

Engineers Canada recognized 24 Ontario volunteers who were recommended by PEO for having completed 10 years of noteworthy volunteer service to the engineering profession and one non-volunteer who is a recipient of the Engineers Canada Award. Engineers upon whom this honour is bestowed are awarded the privilege of the use of the designation “Fellow of Engineers Canada,” or FEC.

Ontario Volunteer Service Awards

In 2018, 75 successful nominations were submitted for the Ontario Volunteer Service Awards (OVSA), representing 14 PEO chapters and 14 PEO Council/committee/task forces.

The Sovereign’s Medal for Volunteers

The Sovereign’s Medal for Volunteers recognized eight PEO volunteers in 2018 for contributions to their communities. Administered by the Office of the Governor General, this medal is part of the Canadian Honours System and celebrates exceptional volunteer achievements in a wide range of fields.

Committee activity

To recognize and reflect the diverse society in which professional engineers live and work, the theme selected for the 2018 OPEA gala was Equity, Diversity and Inclusion.

The Awards Committee welcomed three new members and completed its transition to meet PEO’s committee term limit goals in 2018. The committee continues to work on process improvements. The streamlined OPEA nomination process was implemented. In addition, the Sterling Subcommittee undertook a review of its application process with the objective of streamlining it. Initial results, demonstrated by the quality and number of nominations and applications received, of the implementation of the updated Awards Committee Communications Plans for each award

program—the OH, Sterling Award and OPEA—to promote and broaden awareness of PEO’s awards programs, were positive in 2018.

In 2018, the Awards Committee, with significant assistance from staff, investigated and successfully qualified PEO as a Trusted Partner for The Sovereign’s Medal for Volunteers. This award program has been added to the Awards Committee’s Target External Honours Program to recognize and celebrate outstanding volunteer efforts of our members.

The committee would like to recognize the significant PEO staff support and efforts provided to complete the initiatives described above and our continuous improvement efforts.

Committee membership

John Severino, P.Eng. (chair); Nancy E. Hill, P.Eng. (past chair); Ron Clifton, P.Eng. (appointed by OSPE); Lola Mireya Hidalgo, P.Eng. (Council liaison); Kiran Hirpara, P.Eng., PMP (vice chair); Argyrios (Gerry) Margaritis, P.Eng.; Ken McMartin, P.Eng.; Clare Morris, P.Eng. (appointed by OSPE); Stephen Tsui, P.Eng.; Michael Wesa, P.Eng.; and Matthew Xie, P.Eng.

Committee chair: John Severino, P.Eng.

Staff advisor: Olivera Tomic, Acting Director, People Development (January to August 2018); Margaret Braun, Acting Director, People Development (September to December 2018)

Staff support: Rob Dmochewicz, Recognition Coordinator

Professional Standards Committee	(PSC)
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The Professional Standards Committee (PSC) met 10 times in 2018. Currently, the committee has eight members and one Council liaison.

Practice guidelines and performance standards

Assuming Responsibility and Supervising Engineering Work Guideline—This guideline was approved by Council in February 2018.

Structural Condition Assessments of Existing Buildings and Designated Structures—The subcommittee is waiting for the changes to the associated *Building Code Act* regulations, which spell out the details of how mandatory assessments are conducted, to be made available before finalizing the performance standard for Council approval.

Performance Audits and Reserve Fund Studies in Condominiums Guideline—The subcommittee is waiting for the changes to the associated *Condominium Act* regulations, which spell out the details of how performance audits and reserve fund studies are conducted, to be made available before finalizing the guideline for Council approval.

Record Documents (formerly Review of Completed Works) Guideline—The subcommittee is finalizing this guideline for Council approval.

Environmental Site Assessment, Remediation and Management—The subcommittee is finalizing this guideline for public consultation.

Providing Reports on Mineral Projects—The subcommittee is finalizing this guideline for public consultation.

Coordinating Licensed Professional—The subcommittee is finalizing this guideline for public consultation.

Emission Summary and Dispersion Model (ESDM) and Acoustic Assessment Reports (AAR) —The subcommittee is finalizing this guideline for public consultation.

Design Evaluations of Demountable Event Structures—The subcommittee is finalizing this guideline for Council approval.

Use of Seal—The subcommittee is finalizing this performance standard for public consultation.

Committee chair: Fanny Wong, P.Eng.

Staff advisor: José Vera, P.Eng., Manager, Standards and Practice

Volunteer Leadership Conference Planning Committee

(VLCPC)

Mandate

The Volunteer Leadership Conference Planning Committee (VLCPC) is responsible for organizing an annual conference, to be held in conjunction with PEO's Annual General Meeting, that involves both chapter and committee volunteer leaders and includes topics related to PEO policy, governance issues, regulatory process and subjects such as term limits, succession planning and capacity building.

Volunteer Leadership Conference (VLC)

The VLCPC facilitated the 4th annual VLC on April 20th, 2018. It was attended by 24 Councilors, 22 Committee and 62 Chapter Chairs and Vice-Chairs delegates and 9 staff. The theme of the 2018 conference was *Effective Leadership Through Succession Planning*. The keynote speaker and facilitator was David Irvine. The delegates explored effective techniques for succession planning.

Committee operations

To accomplish its work, the committee met once face-to-face on July 6, 2017 to start the planning process and elect the chair and vice chair, weekly for an hour as required by teleconference from November 2017 to April 2018, and another face-to-face on August 14, 2018, for a debrief meeting.

Committee membership

Warren Turnbull, P.Eng., FEC (chair); Márta Ecsedi, P.Eng., FEC (vice chair); Guy Boone, P.Eng., FEC; Nick Colucci, P.Eng., FEC; Noubar Takessian, P.Eng., FEC; Doug Hatfield, P.Eng., FEC; George Comrie, P.Eng., FEC; Fern Goncalves, Director, People Development; Matthew Ng, P.Eng., FEC, Manager, Chapters, Adeilton Ribeiro, P.Eng., (acting) Manager, Chapters.

Committee chair: Warren Turnbull, P.Eng., FEC

Staff support: Viktoria Aleksandrova, Committee Coordinator
Julie Hamilton, Coordinator Chapters

Task Forces and Working Groups

30 by 30 Task Force

Mandate

For PEO to show visible leadership in addressing the underrepresentation of women licensed in the profession by formally endorsing the 30 by 30 initiative with Engineers Canada and committing to undertaking an action plan to resolve this inequity.

Activities and highlights

PEO's 30 by 30 Task Force and action plan

In 2011, Engineers Canada launched a bold mission, the 30 by 30 initiative, a commitment to raising the percentage of newly licensed engineers in Canada that are women to 30 per cent by 2030. The 30 per cent figure is widely accepted as the threshold for self-sustaining change. This commitment has been recently expanded in Engineers Canada's Strategic Plan 2019 to 2021 to include the professional development and retention of women in the profession. In September 2017, PEO Council unanimously endorsed the 30 by 30 initiative. Since then, there have been several major developments.

In June 2018, PEO Council approved the establishment of a task force to develop and launch an action plan on behalf of the regulator and in September 2018, approved PEO's 30 by 30 action plan. More information on the plan can be found at:
http://www.peo.on.ca/index.php/ci_id/32117/la_id/1.htm

PEO's 30 by 30 communications plan

Achieving the 30 per cent goal will not be possible without the engagement of key stakeholders along the pathway to licensure, including universities, employers of engineers, PEO as the regulator, and women engineering graduates, both domestic and international, pursuing their P.Eng. licence. The task force, therefore, developed a communications plan as one of its first tasks in 2018 to engage the key stakeholders and build awareness of the initiative, PEO's 30 by 30 action plan in response, and how the stakeholders can participate in achieving the 30 per cent goal.

To kick start awareness building, a facilitated breakout session was held at the 2018 Chapter Leaders Conference. More sessions are planned for this upcoming year that will be tailored to the various stakeholder groups, including PEO's volunteer leadership. The task force was also asked to present on PEO's 30 by 30 initiative at women-in-engineering events and by engineering employers.

Proposed metrics

In addition to the percentage of newly licensed engineers who are women, the task force also developed in 2018 proposed metrics for each of the stakeholder groups to measure progress and efficacy of their efforts in increasing the number of women pursuing licensure. Collectively, these stakeholder metrics will contribute to achieving the initiative's overarching 30 per cent goal.

Committee meetings

To accomplish its work, the committee met seven times during 2018 (face-to-face: May 29, June 14, September 27, October 17, November 22, December 6; and via teleconference: July 24).

Task force membership

Chair: Helen Wojcinski, P.Eng.

Vice chair: Christian Bellini, P.Eng.

Council liaison: Bob Dony, P.Eng.

Member: Lola Hidalgo, P.Eng.

Staff advisor: Jeannette Chau, P.Eng.

Staff support: Sylvia Millstein

Emerging Disciplines Task Force

(EDTF)

In March 2008, PEO Council passed a resolution to establish an Emerging Disciplines Task Force (EDTF) with two working sub-groups to examine (i) *nanotechnology and molecular engineering (NME)* and (ii) *communications infrastructure and networking engineering (originally CIN, later changed to CIE)* to identify issues associated with regulating the practice of professional engineering in these new areas. Their Phase 1 reports to establish the respective Core Bodies of Knowledge and Scopes of Practice were presented to Council in April (NME) and September (CIE) of 2010. The NME Group finalized its Phase 2 report and submitted it to Council in November 2013. The CIE Group submitted its Phase 2 Executive Summary and recommendations to Council also in November 2013. Council directed that stakeholder consultations for both reports take place over the next six months and report back to it. Comments were received in 2014 from PEO's Academic Requirements (ARC), Experience Requirements (ERC), Professional Standards (PSC), Enforcement (ENF), and Legislation (LEC) committees.

It has long been recognized that the practice of professional engineering is evolving continually and rapidly, and that in order to remain relevant as professional regulators, PEO and its counterparts must engage proactively in identifying and embracing new and emerging engineering disciplines. EDTF is the just the latest in a series of PEO task groups that have attempted to deal with emerging [sub] disciplines and scopes of engineering practice. Earlier efforts dating back to the 1990s resulted in the recognition of software engineering and bio engineering as the practice of professional engineering, and their incorporation into PEO's regulatory rubric.

Nanotechnology and Molecular Engineering (NME)

The supply of candidates for licensure and professional practice in NME has been enhanced by graduates of the University of Waterloo's CEAB-accredited program (since 2010) in nanotechnology engineering, approximately 100 of whom have applied for licensure with PEO. Individuals practising in this field often have advanced education in nanotechnology and, as a result, generally have little difficulty meeting the academic requirement for a limited licence (or even a P.Eng. licence). They are more likely to experience difficulty meeting PEO's experience requirement, since their practice environment tends to be fluid, multidisciplinary and entrepreneurial in nature.

Given the novelty and advanced nature of nanotechnology in Canadian industry, NME specialists may experience difficulty finding employment in their specialty and, as a result, are likely to be engaged in multiple scopes of practice. Our profession could do more to advocate for the importance of this emerging discipline and its qualified practitioners to society. In particular, PEO

and OSPE should be urging our governments to support opportunities for NME so Ontario does not lose the benefits of our home-grown talent.

As with any emerging discipline, outreach to industry is required to ensure that PEO is aware of practice issues in the field of nanotechnology, and that industry is aware of PEO's regulatory role. Outreach to federal and provincial governments is also required to promote the importance of nanotechnology to the Canadian economy and to advocate for appropriate policy and demand-side legislation to protect the public from misapplication of the technology.

Communications Infrastructure Engineering (CIE)

Early in its mandate, the task force identified the critical nature of outreach to industry in any attempt to "capture" CIE as the practice of professional engineering. It quickly became apparent that a majority of those already practising in the field are not graduates of engineering programs, never mind licensed by PEO. It is also apparent that many of those who are PEO licensees, and their employers, do not consider what they are doing in the area of cyber security to be the practice of professional engineering and requiring a licence to practise. Nevertheless, some organizations are starting to realize the value of our licences as evidence of technical competence and a commitment to ethical/responsible conduct. Because the field of cyber security is evolving and growing in importance so rapidly, there is a perceived vacuum in terms of standards of competence and accountability.

From a licensure perspective, PEO's academic requirement has proven to be problematic for some applicants who have little formal education in science or technology. To this day, there are almost no accredited Canadian engineering programs that specialize in CIE/cyber security; so virtually all applicants for licensure are non-CEAB. As a result, the limited licence is an important tool in licensing practitioners in the field. This past June, the chair of the CIE Task Group met with the Council of Ontario Deans of Engineering (CODE) to present the need for more security-related content in all engineering undergraduate programs, and for more specialist content and program options related to cyber security—especially in programs such as computer engineering, software engineering, and communications/network engineering. We are pleased to report that PEO's Experience Requirements Committee has stepped up to the plate to ensure the availability of qualified interviewers for applicants with CIE work experience.

With the encouragement and cooperation of representatives of Canada's Computer Security Establishment, the task group is now revisiting the CIE core body of knowledge with a view to defining additional mandatory and optional course content relevant to the discipline.

EDTF initiated outreach activities with Bell Canada in 2015, which have continued to this day, and have resulted in the issuance of over 50 licences to CIE practitioners in its Core Networks Group. In an effort to reach out to P.Engs currently practising in the CIE field, the CIE Group also received 120 positive responses to its call for a CIE Consultation Group to review the draft CIE scope of practice and to advise PEO on outreach and implementation issues. A series of discussions were conducted in four critical infrastructure sectors: information and communications technology, energy/utilities, government and water/waste). The input received from practitioners will be considered as the CIE Group finalizes its next report to Council.

With threats to cyber security reaching levels of national security concern in most developed countries, world demand for practitioners with advanced skills and high-level security clearances is outstripping supply. There is an urgent need for certification standards and standards of practice in this discipline if our society is to have any hope of getting ahead of the threats to our critical infrastructures. Active participation by key industry stakeholders is critical to PEO establishing

effective regulation of, and proper rights to practise in, this emerging discipline. The task force believes that a special certification for licensed CIE practitioners is required to help build and maintain a community of practice within PEO's umbrella. If we fail to accomplish this goal quickly, the engineering profession will certainly lose these critical scopes of practice to some other yet to be created regulatory regime.

Future work

The task force has been waiting for over a year now for an opportunity to update Council on our progress with outreach to and licensure of CIE practitioners, and to present recommendations for conversion of the EDTF into a standing committee on emerging scopes of engineering practice. In the meantime, we are continuing to develop working relationships with individuals and groups in industry, government and academia who are involved in emerging disciplines. There is much work to be done—and additional resources required—to incorporate these important areas of practice into our self-regulating profession, and thereby ensure PEO's continuing relevance as an engineering regulator.

Finally, the task force notes with sadness the passing in late 2018 of Argyrios (Gerry) Margaritis, PhD, P.Eng., who had served as chair of its NME working group.

Task force chair: Peter DeVita, P.Eng.

Task force vice chair: George Comrie, P.Eng.

Governance Working Group Phase 1

(GWGP1)

At the March 2018 meeting, Council approved terms of reference for the Governance Working Group Phase 1 (GWGP1) that directed working group "To deliver a report for Council approval prior to the 2019 AGM to confirm if a governance review is warranted."

Council also approved a budget of \$40,000 for the working group to complete this work.

At the November 2018 meeting, Council approved the 2019 operating budget, which included a number of cost-cutting initiatives—one of which was to withhold the previously approved funds for the GWGP1 to complete their work as outlined in the Council approved terms of reference.

With the GWGP1 unable to continue their work due to a lack of funding, the working group will be unable to deliver a report to Council prior to the 2019 annual general meeting as was set out in the terms of reference approved by Council when the GWGP1 was established in March 2018.

In 2018, the Public Information Campaign Task Force continued its mandate “to examine a potential public information campaign based on a value proposition of professional engineering that promotes public awareness of the role of PEO.”

The key duties and responsibilities of the task force are outlined in the terms of reference and include:

- Develop a request for proposal to engage a vendor to assist with message development and compile a list of the most relevant communications vehicles and their associated costs.
- Provide a report to Council no later than at its April 2018 meeting, with campaign concepts and options, including:
 - proposed messaging;
 - key audiences;
 - communications channels;
 - costs and other required resources;
 - measurables; and
 - suggested course of action.
- Circulate the draft report to the EXE for peer review prior to submission to Council.

The task force convened three times in 2018 and prepared a report with recommendations for consideration by Council. On January 22, the task force met in-person to review results of three surveys conducted in late 2017 of engineers, executives and the public. The surveys were designed to gauge overall perceptions of PEO, perceptions of the value and role of the P.Eng. designation and to test positioning and key messages. Based on the findings, message strategy was prepared for the task force by Premise Design Communications. The strategy included key recommendations on how to position PEO’s goals and change initiatives, and which key messages were most persuasive with the range of key audiences.

On February 28, the task force met in-person again to review a draft communications plan from Premise that included potential brand positioning, key messaging and creative campaign platforms along with a range of communications strategies, goals and cost estimates.

To keep Council apprised of the task force’s work, representatives from Premise presented the results of the various research initiatives as well as draft creative elements for the proposed campaign at the March 22 Council plenary session.

The task force then met via teleconference on April 11 to review and finalize its final report. The report was peer reviewed by the Executive Committee at its meeting on July 19 and, with some minor revisions was deemed ready to present to Council in September.

In its final report, the task force recommended that PEO Council approve the first phase of a three-year awareness campaign—beginning in January 2019 and targeting employers of engineers, engineers, universities and students—at a cost of approximately \$1,077,000. This budget comprises:

1. \$600,000 for advertising elements and tactics;
2. \$342,000 for the design, production and implementation of complementary branding initiatives; and
3. \$135,000 for operational costs to support implementation of the campaign.

The objectives of the awareness campaign are to:

- increase awareness of the requirement for a licence to be called a professional engineer and practise engineering;
- explain and reinforce the value of the P.Eng. licence; and
- improve the awareness and image of PEO.

At the September Council meeting, a decision on the final report of the task force was deferred to the November Council meeting, primarily due to concerns with PEO's overall budget for 2019. At the November meeting, a decision on the final report was ultimately deferred to Council's June 2019 meeting.

Task force membership

Marilyn Spink, P.Eng. (chair), Karen Chan (vice chair), LGA Councillor Tim Kirkby, P.Eng., Valerie Davidson, P.Eng., Sean Ferenci, P.Eng., Roger Jones, P.Eng., and Nancy Schepers, P.Eng.

Task force chair: Marilyn Spink, P.Eng.

Staff advisor: David Smith, Director, Communications

Succession Planning Task Force

(SPTF)

On June 23, 2017, PEO Council passed a resolution to establish the Succession Planning Task Force (SPTF). Council approved its terms of reference in March 2018 and its membership in September 2018.

The first meeting of the SPTF was held on Wednesday, December 5, 2018.

At that meeting, Paul Ballantyne*, P.Eng., was elected the chair of the task force and Rob Willson*, P.Eng., the vice chair. The other members of the task force are: Cassie Frengopoulos, P.Eng., Ken McMartin, P.Eng., and Michael Wesa*, P.Eng. Three members of the SPTF (indicated by *), were previously on the Council Term Limits Task Force (CTLTF) and will provide continuity with the SPTF.

PEO staff assisting the task force are: Ralph Martin, Manager, Secretariat (staff advisor) and Sylvia Millstein (staff support).

The mandate of the SPTF as set by Council is:

To develop Terms of Reference and a comprehensive implementation plan for the Succession Planning Committee, based on succession planning recommendations approved by Council at its June 23, 2017 meeting.

The terms of reference for the SPTF, as approved by Council, are based on the recommendations developed by the CTLTF that were approved by Council in 2017. The SPTF's terms are as follows:

1. Develop an implementation plan for succession planning, based on Council approved succession planning recommendations 1 to 13.
2. Prepare terms of reference for the Succession Planning Committee that will implement succession planning as per Council approved recommendation 16.

3. Task force deliverables include the above terms of reference and implementation plan for the proposed Succession Planning Committee. The implementation plan shall include key recommendations, a schedule, a maintenance and oversight process, and potential operating expenses.
4. Engage key stakeholders through meetings and the peer review process in the development of the plan. Stakeholders shall include, at a minimum, the Central Election and Search Committee (CESC), the Human Resources Committee (HRC), the Advisory Committee on Volunteers (ACV) and the Equity and Diversity Committee (EDC).

The terms also instruct the task force to utilize the services of a governance consultant to assist the task force in determining best practices for succession planning at PEO. The consultant will support the task force in drafting its report and provide expert opinion to Council during presentation of the report.

At its December meeting, the SPTF members reviewed and discussed each of the CTLTF revised recommendations for succession planning and term limits. Subsequently, the SPTF developed a matrix of five tasks/activities for its work plan, as follows:

1. Develop an RFP for a consultant and a list of potential bidders and to work with PEO procurement officer.
2. Work with consultant regarding the best approach for succession planning for PEO Council.
3. Test implementation of applicable recommendations from the CTLTF.
4. In consultation develop an implementation plan for succession planning
5. Prepare terms of reference for the Succession Planning Committee.

Following the December meeting, the task force began preparation of a scope of services for the consultant to be issued as part of a request for proposals early in 2019. Consultant selection should take place in April 2019.

Mission

Regulate and advance the practice of engineering to protect the public interest

Vision

The trusted leader in professional self-regulation

PEO Core Values

Accountability

Integrity

Professionalism

Respect

Teamwork



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