



Professional Engineers
Ontario

Council Meeting

498th Meeting of Council
of Professional Engineers Ontario

to be held on

Thursday, February 5, 2015

5:00 p.m. – reception

6:00 p.m. – dinner

7:00 p.m. – plenary session

Friday, February 6, 2015

9:00 a.m. – 4:00 p.m.

PEO Council Chambers
8th Floor
40 Sheppard Avenue West
Toronto, Ontario

Briefing Note - Decision

C-498-1.1

APPROVAL OF AGENDA

Purpose: To approve the agenda for the meeting.

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

That:

- a) the agenda, as presented to the meeting at C-498-1.1, Appendix A be approved; and*
- b) the Chair be authorized to suspend the regular order of business.*

Prepared by: Dale Power – Secretariat Administrator

Appendices:

- Appendix A – 498th Council meeting agenda

Agenda

C-498-1.1
Appendix A

498th Meeting of the Council
Professional Engineers Ontario

REVISED

Date: Thursday, February 5 and Friday, February 6, 2015
Time: Thursday – 5:00 p.m. – reception; 6:00 p.m. – dinner;
7:00 p.m. – 9:00 p.m. – meeting
Friday – 9:00 a.m. – 4:00 p.m.
Place: PEO Offices – 8th Floor Council Chambers

Thursday, February 5th – 7:00 p.m. – 9:00 p.m.

| # | Description | Type |
|-------------------------------|---|------|
| <u>PLENARY SESSION</u> | | |
| 1. | 40 Sheppard Avenue West/8 th Floor | |
| 2. | Engineers Canada Response to questions regarding their proposed Education Credential Assessment Program | |

Friday, February 6th – 9:00 a.m. – 4:00 p.m.

| | | |
|--|--|-------------|
| 1. <u>APPROVAL OF AGENDA & LEADERSHIP REPORTS</u> | | |
| 1.1 | APPROVAL OF THE AGENDA | Decision |
| 1.2 | PRESIDENT'S REPORT | Information |
| 1.3 | REGISTRAR'S REPORT | Information |
| 2. <u>IN-CAMERA SESSION</u> | | |
| 2.1 | IN-CAMERA MINUTES – a) 497 TH MEETING OF COUNCIL – NOVEMBER 21, 2014 | Decision |
| 2.2 | REGULATION 941 CHANGE – LIMITED LICENCE/CERTIFICATE OF AUTHORIZATION, PRESIDENT'S WAITING PERIOD AND OTHER ADMINISTRATIVE, GOVERNANCE AND HOUSEKEEPING ITEMS | Decision |
| 2.3 | 40 SHEPPARD – 8 TH FLOOR | Decision |
| 2.4 | DISCIPLINE COMMITTEE – DECISIONS AND REASONS | Information |

| # | Description | Type |
|------------------------------------|---|-------------|
| 2.5 | LEGAL UPDATE | Information |
| 2.6 | PEO'S ANTI-WORKPLACE HARASSMENT AND ANTI-WORKPLACE VIOLENCE POLICIES | Information |
| 2.7 | COMPLAINTS REVIEW COUNCILLOR REPORT | Information |
| 3. <u>REGULATORY ITEMS</u> | | |
| 3.1 | REVISED IMPLEMENTATION PLAN FOR ELLIOT LAKE COMMISSION OF INQUIRY RECOMMENDATIONS | Decision |
| 3.2 | LEGISLATION COMMITTEE | Information |
| 3.3 | STATISTICS - COMPLAINTS, DISCIPLINE AND LICENSING | Information |
| 4. <u>OPERATIONAL ITEMS</u> | | |
| 4.1 | EXTENSION OF TERM FOR ENGINEERS CANADA DIRECTOR | Decision |
| 4.2 | PEO/OSPE JOINT MATH POSITION PAPER | Decision |
| 4.3 | APTIFY – STATUS UPDATE | Information |
| 4.4 | ENGINEERS CANADA UPDATE | Information |
| 4.5 | REGIONAL CONGRESS OPEN ISSUES REPORT | Information |
| 4.6 | LGA RESIGNATION – CHRIS RONEY | Information |
| 4.7 | COUNCILLOR ITEMS | Information |
| 5. <u>CONSENT AGENDA</u> | | |
| 5.1 | OPEN SESSION MINUTES – 497 TH COUNCIL MEETING – NOVEMBER 21, 2014 | Decision |
| 5.2 | APPROVAL OF WOLFE-SMITH AWARDEES | Decision |
| 5.3 | CHANGES TO COMMITTEES/TASK FORCES ROSTER | Decision |
| 5.4 | PEO REPRESENTATIVE TO OACETT COUNCIL | Decision |

Councillors Code of Conduct

Council expects of itself and its members ethical, business-like and lawful conduct. This includes fiduciary responsibility, proper use of authority and appropriate decorum when acting as Council members or as external representatives of the association. Council expects its members to treat one another and staff members with respect, cooperation and a willingness to deal openly on all matters.

PEO is committed that its operations and business will be conducted in an ethical and legal manner. Each participant (volunteer) is expected to be familiar with, and to adhere to, this code as a condition of their involvement in PEO business. Each participant shall conduct PEO business with honesty, integrity and fairness and in accordance with the applicable laws. The Code of Conduct is intended to provide the terms and/or spirit upon which acceptable/unacceptable conduct is determined and addressed.

At its September 2006 meeting, Council determined that PEO volunteers should meet the same obligations and standards regarding conduct when engaged in PEO activities as they are when engaged in business activities as professional engineers.

[s. 2.4 of the Council Manual]

DATES TO REMEMBER

Upcoming Events

Friday, April 24, 2015 – Order of Honour Awards Gala
Westin Harbour Castle, Toronto

Saturday, April 25, 2015 – Annual General Meeting
Westin Harbour Castle, Toronto

2015 Council/Executive Committee Meeting/Mailing Schedule

| Meeting Date | Meeting Type | Initial BN Due Date – Councillors/Staff | Initial Agenda Mailing Date | Supp. Agenda ¹ Due Date | Supp. Agenda Mailing Date |
|-----------------------|---------------------|--|------------------------------------|---|----------------------------------|
| Jan. 20 | Executive | Jan. 5 | Jan. 6 | n/a | n/a |
| Feb. 5 - 6 | Council | Jan. 27 | Jan. 30 | Feb. 4 | Feb. 6 |
| Mar. 26 - 27 | Council | Mar. 10 | Mar. 13 | Mar. 18 | Mar. 20 |
| April 25 ² | Council | April 9 | April 10 | April 15 | April 17 |
| Aug. 11 | Executive | July 24 | July 28 | July 31 | Aug. 4 |
| Oct. 20 | Executive | Oct. 2 | Oct. 6 | Oct. 9 | Oct. 13 |

¹ - requires the approval of the Chair or CEO/Registrar

² - new Councillors to be invited as soon as information is available.

Briefing Note – Information

C-498-1.2

PRESIDENT'S REPORT

Purpose: To inform Council of the recent activities of the President.

Motion(s) to consider:

none required

President Adams will provide an oral report on his recent PEO activities.

Briefing Note – Information

C-498-1.3

REGISTRAR'S REPORT

Purpose: To inform Council of the Registrar's recent activities.

Motion(s) to consider:

none required

Registrar McDonald will provide an oral report on his recent PEO activities.

Revised Implementation Plan for Elliot Lake Commission of Inquiry Recommendations

Purpose: For Council to direct committees and task force to carry out work identified in the Registrar's proposed implementation plan for the Elliot Lake Commission of Inquiry recommendations or to clarify their objections to the proposed and provide alternatives to the recommendations as given.

Motion(s) to consider: (requires a simple majority of votes cast to carry)
That Council direct the Legislation Committee, Professional Standards Committee and the Continuing Professional Development, Competence, and Quality Assurance Task Force to carry out the actions listed in Column 3 of Appendix A

Prepared by: Bernard Ennis, P. Eng.

Moved by: Bob Dony, P. Eng.

1. Need for PEO Action

At its November 21, 2014 meeting, Council approved the following motion:

That Council approve the review of the Implementation Plan for the Elliot Lake Commission of Inquiry Recommendations requiring PEO action, as presented to the meeting at C-497-4.1, Appendix A.

Subsequently, the implementation plan was reviewed by Legislation Committee, Professional Standards Committee, the Structural Assessment Guideline Subcommittee and the Continuing Professional Development, Competence and Quality Assurance Task Force. The comments provided by the committees based on their reviews are given in Appendix A.

Based on this feedback, a new implementation plan was prepared and is presented to Council for approval. This implementation plan does not call for immediate implementation of all recommendations. Instead, various parties are asked to investigate various issues regarding the Recommendations that committees found were not fully considered and report back to Council with recommendations on how to proceed.

In some cases (Recommendations 1.4, 1.6, 1.23, 1.26 and 1.27), the committees agreed with both the policy intent behind the recommendation and with the implementation proposal. In these cases, Council should direct the committee to proceed with the work as outlined in the implementation plan.

There was agreement among the various committees that the other recommendations needed more in depth policy analysis (Recommendations 1.5, 1.21, 1.25). Specific action needed to initiate the necessary policy discussions are described in Column 3 of Appendix A.

2. Proposed Action/Recommendation

It is recommended that Council approve the directives to committees and task force given in Appendix A.

3. Next Steps (if motion approved)

- The committees and task force will include the indicated work as priority items in their work plans.
- The Registrar will proceed immediately with work indicated in Appendix A.

4. Peer Review & Process Followed

| | |
|----------------------------------|---|
| Process Followed | <ul style="list-style-type: none">• The Implementation Plan considered by Council at its November 21, 2014 meeting was sent to the Legislation Committee, Professional Standards Committee, Structural Assessment Guideline Subcommittee and the Continuing Professional Development, Competence and Quality Assurance Task Force for their review and comments.• Based on feedback from those committees and task force a new implementation plan was prepared. |
| Council Identified Review | <ul style="list-style-type: none">• The Professional Standards Committee and the Registrar are required to prepare reports on flagged issues and provide those reports to Council for review and consideration of next steps. |
| Actual Motion Review | <ul style="list-style-type: none">• Draft motion was reviewed by the Elliot Lake Advisory Committee |

5. Appendices

- Appendix A – Council Action Directives - Implementation Plan for Elliot Lake Recommendations

APPENDIX A
COUNCIL ACTION DIRECTIVES - IMPLEMENTATION PLAN FOR ELLIOT LAKE RECOMMENDATIONS

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|--|---|---|
| <p>No. 1.4: For buildings to which these Recommendations apply, the Professional Engineers of Ontario (PEO) should enunciate a Performance Standard for the prescribed structural inspection.</p> | <p><u>Legislation Committee comments:</u></p> <p>Essentially matches the Submitted Recommendation; support the Deliverable.</p> <p>Specialist aspect of PEO Recommendation #9 depends on PEO Recommendation #8.</p> <p><u>PSC comments</u></p> <p>The government will determine which buildings would require structural inspections.</p> <p>The PSC Structural Engineering Assessment subcommittee will work on this performance standard based on the input provided by the government.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above. The subcommittee is prepared to assist the government determine which buildings apply by making recommendations.</p> <p>Furthermore, the subcommittee is concerned that unless there is a focus on the types of buildings that will be assessed there could be a capacity problem i.e. not enough engineers to perform this work. Therefore the government should focus on high risk buildings e.g. older building facades, and parking structures could be a practical starting point, since they are exposed to the elements and de-icing</p> | <p>Council directs the Professional Standards Committee and its Structural Assessment Guideline subcommittee to develop the applicable performance standard and prepare for amendment of Regulation 260/08 by following consultation protocols.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|--|---|--|
| | <p>chemicals which could lead to deterioration.</p> <p>The subcommittee recommends that PEO should try to determine how many engineers are there that can take on this work.</p> <p>Finally, the subcommittee is concerned that engineers will not accept taking this type of work due to the high liability, and insurance costs it entails.</p> | |
| <p>No. 1.5: The prescribed structural inspection should be conducted in accordance with the Performance Standard by a structural engineering specialist who has met the Professional Engineers of Ontario (PEO) qualifications and requirements to be so certified.</p> | <p><u>Legislation Committee comments:</u></p> <p>PEO did not endorse exclusive practice by only “specialists”; there is no evidence of need to justify exclusive practice. Could this be accomplished by a “designation” similar to the BDS or “consulting engineer”? Could the same policy objective be accomplished simply by passing the Performance Standard in Regulations?</p> <p>There is a need for a policy review by Council (should we have specialists for this?) and a legal review (does the Act permit this?)</p> <p>Is the specialization a designation or a certification, and is it for exclusive practice?</p> <p>What precedent does this set?</p> <p>We note that PEO Recommendation #8 refers to a “designation”, but PEO Recommendation #9 has exclusive practice implications.</p> <p>The use of designations needs to consider unintended consequences, such as referencing these designations through external legislation that effectively establishes exclusive areas of practice.</p> | <p>Before proceeding with the introduction of a structural engineering specialist, Council directs the Registrar to investigate whether creating exclusive areas of practice would have significant negative impact on the practice of professional engineering by members or on the public perception of the profession.</p> <p>Council further directs the Registrar to undertake a study to determine whether introduction of a structural engineering specialist would set a precedent whereby other ministries or the public would demand the creation of similar specialists in other areas of engineering practice.</p> <p>The Registrar shall provide a report to Council at its June meeting so that Council can review and decide whether to implement Recommendation 1.5.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|--|---|--------|
| | <p><u>PSC comments</u></p> <p>The PSC is concerned that if this recommendation is adopted other designations may be requested by the government and lead to a fragmentation of the profession. For example, the Ministry of the Environment and Climate Change might then request a specialist designation for engineers working on a Record of Site Condition. If engineers are practicing outside their area of expertise the Complaints/Discipline Process should be used to resolve this problem.</p> <p>Consequently, council should consider alternatives to a specialist designation.</p> <p>Rather than creating a specialist designation perhaps only engineers who can demonstrate having competently done structural condition assessments before should be allowed to perform these assessments. Other engineers could be shadowed by aforementioned experienced engineers.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC that PEO should not proceed with the introduction of specialist designations.</p> <p>However, the practice of certifying practitioners, creating designations, or allowing only certain members to do this work would simply be specialization by a different name since any of these practices imply an exclusive area of practice for a limited portion of the membership. It should be stressed that the Professional Engineers Act already indicates that one is to work only within one's area of competence.</p> | |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|---|--|---|
| <p>No. 1.6: After conducting a structural inspection in accordance with the Professional Engineers of Ontario Performance Standard, the structural engineering specialist should complete a Structural Adequacy Report to determine whether the building meets the Minimum Structural Maintenance Standard and, if it does not, to describe what repairs and maintenance are required in order for the building to meet that standard.</p> | <p><u>Legislation Committee comments:</u></p> <p>This is consistent with well-established PEO policy framework for performance standards.</p> <p><u>PSC comments</u></p> <p>The Ministry of Municipal Affairs and Housing (MMAH) will create the Minimum Structural Maintenance Standard.</p> <p>The PSC Structural Engineering Assessment subcommittee will work on this performance standard based on the Standard provided by the MMAH.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above.</p> <p>The Structural Adequacy Report is a preliminary assessment identifying the deficiencies and outline remedial measures such as schematic repair strategies, but will not provide specific repair details.</p> | <p>Council directs the Professional Standards Committee to develop, through its subcommittee on Structural Assessments, a performance standard for engineers preparing Structural Adequacy Reports after the ministry creates the Minimum Structural Maintenance Standard.</p> |
| <p>No. 1.21: Professional engineers and architects should be required, on request, to make available any records in their possession or control related to the structural integrity of a building to:</p> <p>(a) any professional engineer or architect conducting an inspection or assessment on behalf of the owner or with the owner's permission;</p> <p>(b) a prospective purchaser of the building or a professional engineer or architect conducting an inspection or assessment of the building on the</p> | <p><u>Legislation Committee comments:</u></p> <p>This recommendation is broader in scope ("any records", not just the Structural Adequacy Report") and distribution (beyond the CBO);</p> <p>There are legal issues and concerns about privacy of information, trade secrets, cost, and records retention.</p> <p>Further policy analysis is needed before proceeding.</p> | <p>Council directs the Registrar to obtain a legal opinion on whether PEO has the authority to create a requirement for professional engineers to make available any records in their possession or control related to the structural integrity of a building and the implications that such a requirement would have on the practice of professional engineers having such records or engineers conducting structural assessments who would be required to obtain these records.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|---|--|---|
| <p>prospective purchaser's behalf; (c) a chief building official or an inspector under the <i>BuildingCode Act</i>; and (d) an inspector under the <i>Occupational Health and Safety Act</i> in respect of a building that is a place of work to which the Act applies.</p> | <p><u>PSC Comments</u></p> <p>Engineers would find it problematic to share confidential information. In practice this would be difficult to achieve (i.e. identifying who the engineer was and then tracking them down).</p> <p>Alternatively, building departments should be the authority storing this information. And engineers should inform their clients that this information needs to be provided to the building department.</p> <p>Furthermore, "any records" is too broad. "Engineering records of work that is completed" would be a more precise way to capture the intent of this recommendation.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee disagrees with the recommendation that engineers should be obligated to turn over any documentation in their possession.</p> <p>It is impractical and possibly impossible from contractual law to share these records.</p> <p>The subcommittee agrees with the original PEO submission stating "that a copy of the Structural Adequacy Report be provided to the appropriate CBO" or preferably the Public Provincial Registry. This submission complies with the spirit of recommendation 1.21.</p> | <p>Council directs the Registrar to consult with professional engineers who have or had, in their possession or control, records relating to the structural integrity of a building to ascertain the nature of those records, the quantities of such records, and the engineers' current practices in dealing with these records.</p> <p>Council directs the Registrar to provide the legal opinion and the results of the consultation to the Professional Standards Committee.</p> <p>Council directs the Professional Standards Committee to produce a report on the viability of this recommendation and to provide suggestions regarding alternatives to the recommended practice that may be acceptable to PEO membership and to provide that report to Council by October 15 2015.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|---|--|--|
| <p>No. 1.23: The Professional Engineers of Ontario should issue a clear direction to its members that the contents of an engineering report, or draft report, including a Structural Adequacy Report, should not be altered simply because the client requests that it be changed. Rather, any alteration of an engineering report, or draft report, should be based on sound engineering principles or changed facts.</p> | <p><u>Legislation Committee comments:</u></p> <p>Issuing a “clear direction” does not necessitate a new Performance Standard – a practice bulletin or guideline could suffice.</p> <p>Are the current definitions of “professional misconduct” sufficient to cover this type of infraction, or is a more specific clause needed?</p> <p><u>PSC Comments</u></p> <p>Both the Code of Ethics and Professional Misconduct already indirectly cover altering reports simply because a client makes such a request.</p> <p>A clear direction could be issued by PEO via <i>Engineering Dimensions</i> and or as part of the licence renewal process.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above. However, the Code of Ethics or Professional Misconduct provisions be amended so as to prohibit any alteration of reports simply because a client makes such a request.</p> | <p>Council directs the Professional Standards Committee to determine the best method for providing clear direction to members on the practice of altering engineering reports or other documents on request of client.</p> <p>Council directs Professional Standards Committee to prepare the content for that clear direction and bring it back for approval.</p> |
| <p>No. 1.24: The Professional Engineers of Ontario (PEO) should establish a system of mandatory continuing professional education for its members as soon as possible, and in any event no later than 18 months from the release of this Report.</p> | <p><u>Continuing Professional Development, Competence, and Quality Assurance Task Force comments:</u></p> <p>The Task Force suggests that Council mandate a mandatory professional development program, but that the requirements would vary for members based on a tiered program commensurate with risk to the public of each professional engineer's practice (e.g. more stringent requirements for structural</p> | <p>No Action. The Continuing Professional Development, Competence and Quality Assurance Task Force has already been directed to provide policy on this matter.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|--|---|--|
| | <p>engineering specialist and other engineering specialists; minimal commitment for non-practicing members)</p> <p><u>Legislation Committee comments:</u></p> <p>This item is being worked on by the CPDCQATF and should not be interfered with or accelerated.</p> <p><u>PSC Comments</u></p> <p>This recommendation should be considered by the CPD Task Force.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above.</p> | |
| <p>No. 1.25: Members of the Professional Engineers of Ontario (PEO) should directly and promptly advise clients (past and present) of any suspensions or revocations of their licences, and the reasons therefore, that arise out of disciplinary actions resulting from:</p> <ul style="list-style-type: none"> a) errors in design; b) errors in calculations; c) failure to properly inspect; d) failure to report an unsafe condition; e) failure to comply with the requirements of the Structural Adequacy Report; and f) any and all matters that had a direct or indirect effect on the structural stability of a building or put the health safety, and welfare of the public at risk. | <p><u>Legislation Committee comments:</u></p> <p>The recommendation represents a broad policy change. There are legal issues with respect to statute of limitations, civil liability, as well as shifting the onus onto the member to notify all current and previous clients.</p> <p>Our current practice is to post this information on the website. Is this not sufficient instead of formally notifying clients?</p> <p>Research should be done on Bill 21 for health colleges' transparency provisions to compare.</p> <p><u>PSC Comments</u></p> <p>There are legal concerns, such as privacy law, pertaining to this recommendation. Furthermore, how could PEO force requirements on someone who is</p> | <p>Council directs the Registrar to obtain a legal opinion regarding the viability and implications of requiring professional engineers to make the disclosures identified in the recommendation, and whether PEO has the authority under the Act to make a regulation creating an obligation to make these disclosures.</p> <p>Council directs the Registrar to investigate the regulations and policies of other professions in Canada and to determine if any of those professions have similar disclosure requirements.</p> <p>Council furthers directs the Registrar to provide the legal opinion and a recommendation on how to proceed to Council at its June 2015 meeting.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|--|--|---|
| | <p>no longer a member?</p> <p>The PSC recommends that Council obtain a legal opinion to help determine how to best achieve the intent of this recommendation.</p> <p>For example, the PEO should obtain a legal opinion to find if this information can be placed in its website for anyone to use.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above.</p> | |
| <p>No. 1.26: The Professional Engineers of Ontario (PEO) should provide, for the benefit of the public, the following information on its public website in a format readily and easily searchable by the name of the PEO member:</p> <ul style="list-style-type: none"> a) the name of every licensee and holder of a certificate of authorization; b) the terms, conditions, and limitations attached to the licence or certificate of authorization; c) a note of every revocation, suspension, cancellation, or termination of a licence or certificate of authorization; d) information concerning upcoming Discipline Committee hearings, where a Notice of Hearing has been issued; e) information concerning any findings of professional misconduct or incompetence, for a period of 10 years from the date of the finding(s), so long as the Discipline Committee had ordered publication with names; and f) such other information as the Registration Committee or Discipline Committee directs. | <p><u>Legislation Committee comments:</u></p> <p>This is consistent with current practice, except item (e), which needs to be rewritten to conform to current practice, which provides broader disclosure.</p> <p><u>PSC Comments</u></p> <p>The PSC has no concerns with this recommendation.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above. This item should be referred to the Discipline Committee for comment.</p> | <p>Council directs the Registrar to create a searchable website database of all specified information and to implement operational processes and protocols to ensure the specified information is publicly available for the searchable database.</p> |

| Recommendation from Elliot Lake Commission of Inquiry Report | Committee Feedback | Action |
|--|---|--|
| <p>No. 1.27: For the construction of any buildings requiring the services of more than one professional consultant, either a professional engineer or an architect should be designated by the owner or the owner’s agent as the prime consultant to perform the roles and responsibilities of that position, as defined by one or the other or both of the Professional Engineers of Ontario (PEO) and the Ontario Association of Architects (OAA).</p> | <p><u>Legislation Committee comments:</u></p> <p>There is a need identified within the industry for the re-establishment of a prime consultant or a project coordinator. The term “prime consultant” is currently in the Act, but requires a definition. A definition has demand-side legislation advantages over a designation.</p> <p><u>PSC comments</u></p> <p>The PSC and Council already support this recommendation, which would have to be enacted by the government.</p> <p><u>Structural Assessments subcommittee comments</u></p> <p>The subcommittee agrees with the PSC comments above.</p> | <p>Council directs the Registrar, in association with the Professional Standards Committee, to work with the Ontario Association of Architects and the Ministry of Municipal Affairs and Housing to prepare a definition of ‘prime consultant’ and to amend the Act to include this definition.</p> <p>Council directs the Professional Standards Committee and subcommittees to develop a guideline for engineers acting as prime consultants.</p> <p>Council directs the Registrar to work with the Ministry of Municipal Affairs and Housing and other stakeholders to facilitate the amendment of the Ontario Building Code to require owners to retain either a professional engineer or architect as a prime consultant for the construction of buildings that, according to the <i>Professional Engineers Act</i> and <i>Architects Act</i>, must be designed by a professional engineer, an architect or both.</p> |

Briefing Note – Information

C-498-3.2

LEGISLATION COMMITTEE UPDATE

Purpose: To inform Council of the recent activities of the Legislation Committee.

Motion(s) to consider:

none required

Councillor Dony, Chair of the Legislation Committee, will provide a report on activities of the Legislation Committee.

COMPLAINTS, DISCIPLINE AND LICENSING STATISTICS

Purpose: To provide a statistical report to Council regarding Complaints, Discipline and Licensing

No motion required

Prepared by: Dale Power – Secretariat Administrator

1. Need for PEO Action

- Standing report was requested at the September 2009 meeting of Council.

2. Appendices

- Appendix A – Complaints Statistics
- Appendix B – Discipline Statistics
- Appendix C – Licensing Statistics

COMPLAINTS & INVESTIGATION STATISTICS

| | 2012 | 2013 | 2014 (Dec. 31) |
|---|-------------|-------------|------------------------------|
| COC's Caseload | | | |
| Filed Complaints ¹ not disposed of by COC at previous year-end | 110 | 135 | 127 |
| Complaints Filed (<i>PEAct s. 24. 1(a)</i>) during the Year | 95 | 66 | 69 |
| Total Caseload in the Year | 205 | 201 | 196 |
| Total Filed Complaints Disposed of by COC in the Year (for details see <i>COC's Disposition of Complaints</i> below) | 70 | 74 | 91 |
| Total Filed Complaints Pending for COC Disposition (for details see <i>Status of Active Filed Complaints</i> below) | 135 | 127 | 105 |
| COC's Disposition of Complaints | | | |
| Direct that the matter be referred, in whole or in part, to the Discipline Committee. (<i>PEAct s. 24. 2(a)</i>) | 6 | 3 | 6 |
| Direct that the matter not be referred. (<i>PEAct s. 24. 2(b)</i>) | 59 | 47 | 62 |
| Take such action as COC considers appropriate in the circumstances and that is not inconsistent with this Act or the regulations or by-laws. (<i>PEAct s. 24. 2(c)</i>) | 5 | 24 | 23 |
| COC's Timeliness Regarding the Disposition of the Complaint² | | | |
| Complaint disposed of within 90 days of filing | 0 | 0 | 0 |
| Complaint disposed of between 91-180 days of filing | 18 | 30 | 17 |
| Complaint disposed of after more than 180 days of filing | 52 | 44 | 74 |
| COC Processing Time – Days from Complaint Filed to COC Disposition | | | 12 mo rolling average |
| Average # Days | 416 | 362 | 655 |
| Minimum # Days | 92 | 105 | 136 |
| Median # Days | 377 | 183 | 444 |
| Maximum # Days | 1013 | 1408 | 1601 |

¹ Signed Complaint Form filed with the Registrar.

² Days from Complaint Filed to date COC Decision is signed by COC Chair.

Status of Active Filed Complaints

| | | |
|--|-----------|------------|
| Active Filed Complaints - Total | | 105 |
| Complaints filed more than 180 days ago | 69 | 69 |
| Waiting for Approval and Reason regarding COC Decision | 11 | |
| Complaints under active consideration by COC | 13 | |
| Completed Investigation ready for COC consideration | 4 | |
| Regulatory Compliance Investigation | 41 | |
| Complaints filed between 91-180 days ago | 21 | 21 |
| Waiting for Approval and Reason regarding COC Decision | 5 | |
| Complaints under active consideration by COC | 1 | |
| Completed Investigation ready for COC consideration | 8 | |
| Regulatory Compliance Investigation | 7 | |
| Complaints filed within the past 90 days | 15 | 15 |
| Waiting for Approval and Reason regarding COC Decision | 0 | |
| Complaints under active consideration by COC | 0 | |
| Completed Investigation ready for COC consideration | 0 | |
| Regulatory Compliance Investigation | 15 | |

Note:

Review by Complaints Review Councillor (PEAct s. 26. (s))

Where a complaint respecting a member of the Association or a holder of a certificate of authorization, a temporary licence, a provisional licence or a limited licence has not been disposed of by the Complaints Committee **within ninety days** after the complaint is filed with the Registrar, upon application by the complainant or on his or her own initiative the Complaints Review Councillor may review the treatment of the complaint by the Complaints Committee.

Glossary of Terms:

Complaint Filed – Signed Complaint Form filed with the Registrar.

Investigation Complete – Completed Complaint Summary document sent to the respondent and ready for COC consideration

DISCIPLINE STATISTICS – February 2015 Council Meeting Report

Discipline Phase

| | 2011 | 2012 | 2013 | 2014 |
|--------------------------------|-------------|-------------|-------------|-------------------------|
| Matters Referred to Discipline | 6 | 6 | 3 | 7 |
| Matters Pending (Caseload) | 23 | 18** | 10 | 12*** |
| Written Final Decisions Issued | 12* | 10 | 10 | 6 (see table “A” below) |
| | | | | |
| <i>DIC Activity</i> | | | | |
| Pre-Hearing Conferences Held | 27 | 6 | 4 | 4 |
| Hearings Phase commenced | 13 | 10 | 3 | 1 |
| Hearings Phase completed | 16 | 8 | 6 | 3 |

* Two matters were joined and heard together as one (one decision issued) – one from 2010 and one of 12 in 2011.

**One matter was stayed in 2012, and a motion regarding costs was heard in January 2013. Note: This matter was still counted into the number of “Matters Pending (Caseload)” in 2012, but no longer counted in 2013.

*** By a decision of the Divisional Court one matter was sent back for re-hearing by a differently constituted panel.

Table “A” – Timeline summary for matters in which Decision and Reasons were issued in 2014

| File Number | Hearing date(s) | Date of written Decision | Approx. length of time from the last Hearing date to date of written Decision |
|--------------------|------------------------|---------------------------------------|--|
| L05 11-42 | June 25, 2013 | March 12, 2014 | 8.5 months |
| L05 10-68 | January 21, 2014 | April 17, 2014 | 2.5 months |
| L05 09-50 | November 8, 9, 2012 | *February 19, 2013 *April 28, 2014 | 3.5 months 1.5 years |
| L05 10-35 | October 23, 24, 2013 | May 12, 2014 | 6.5 months |
| L05 11-54 | May 12, 2014 | May 28, 2014 | 2 weeks |
| L05 13-20 | July 28, 29, 2014 | September 24, 2014 | 2 months |

*The written Decision is dated February 19, 2013. Complete reasons for the findings and penalty order is dated April 28, 2014.

**PROFESSIONAL ENGINEERS ONTARIO
P. ENG. STATISTICS
2014**

C-498-3.3 - Appendix C

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Members on Register | | | | | | | | | | | | | |
| Beginning | 77,281 | 77,185 | 77,339 | 77,513 | 77,534 | 77,654 | 77,853 | 77,838 | 78,012 | 78,141 | 78,282 | 78,574 | 77,281 |
| New Members | 192 | 260 | 267 | 272 | 176 | 312 | 222 | 233 | 244 | 347 | 294 | 280 | 3,099 |
| Reinstatements | 89 | 43 | 68 | 91 | 50 | 47 | 69 | 85 | 79 | 87 | 40 | 33 | 781 |
| Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Resignation - Regular | (45) | (25) | (33) | (32) | (25) | (30) | (39) | (14) | (34) | (33) | (18) | 0 | (328) |
| - Retirees | (31) | (11) | (17) | (20) | (5) | (19) | (19) | (6) | (13) | (8) | (5) | 0 | (154) |
| Deceased | (47) | (30) | (34) | (25) | (20) | (29) | (29) | (19) | (32) | (22) | (23) | (22) | (332) |
| Deletions - Regular | (165) | (83) | (78) | (153) | (57) | (81) | (142) | (101) | (113) | (150) | 2 | (199) | (1,320) |
| - Retirees | (89) | 0 | 1 | (112) | 1 | (1) | (77) | (4) | (2) | (80) | 2 | (9) | (370) |
| Total Ending | 77,185 | 77,339 | 77,513 | 77,534 | 77,654 | 77,853 | 77,838 | 78,012 | 78,141 | 78,282 | 78,574 | 78,657 | 78,657 |
| Members on Register Summary | | | | | | | | | | | | | |
| Full Fee Members | 63,493 | 63,654 | 63,501 | 63,846 | 63,972 | 64,083 | 64,108 | 64,320 | 64,361 | 64,494 | 64,850 | 64,901 | 64,901 |
| Partial Fee Remission - Retired | 11,952 | 11,993 | 12,305 | 11,951 | 11,997 | 12,055 | 11,997 | 12,054 | 12,113 | 12,101 | 12,125 | 12,139 | 12,139 |
| Partial Fee Remission - Health | 145 | 146 | 149 | 151 | 154 | 157 | 159 | 162 | 161 | 158 | 160 | 159 | 159 |
| Fee Remission - Health, Post Graduate and other | 1,595 | 1,546 | 1,558 | 1,586 | 1,531 | 1,558 | 1,574 | 1,476 | 1,506 | 1,529 | 1,439 | 1,458 | 1,458 |
| Total Membership | 77,185 | 77,339 | 77,513 | 77,534 | 77,654 | 77,853 | 77,838 | 78,012 | 78,141 | 78,282 | 78,574 | 78,657 | 78,657 |
| Membership Licence | | | | | | | | | | | | | |
| Net Applications Received | 350 | 306 | 337 | 287 | 275 | 247 | 268 | 215 | 287 | 271 | 210 | 247 | 3,300 |
| Applications Rec'd FCP | 180 | 74 | 58 | 74 | 49 | 109 | 218 | 280 | 255 | 283 | 206 | 145 | 1,931 |
| Female Members on | | | | | | | | | | | | | |
| Register - Beginning | 7,663 | 7,679 | 7,700 | 7,727 | 7,774 | 7,809 | 7,839 | 7,857 | 7,876 | 7,899 | 7,940 | 7,973 | 7,663 |
| New Female Engineers | 16 | 21 | 27 | 47 | 35 | 30 | 18 | 19 | 23 | 41 | 33 | 19 | 329 |
| Total Female Engineers | 7,679 | 7,700 | 7,727 | 7,774 | 7,809 | 7,839 | 7,857 | 7,876 | 7,899 | 7,940 | 7,973 | 7,992 | 7,992 |

**PROFESSIONAL ENGINEERS ONTARIO
ENGINEER IN TRAINING - STATISTICS
2014**

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|-------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Recorded | | | | | | | | | | | | | |
| Beginning of Month | 10,718 | 10,927 | 10,926 | 10,989 | 10,991 | 10,999 | 11,074 | 11,085 | 10,957 | 10,935 | 11,055 | 11,328 | 10,718 |
| New Recordings | 119 | 81 | 157 | 158 | 151 | 146 | 118 | 105 | 103 | 111 | 114 | 167 | 1,530 |
| New Recordings FCP | 267 | 134 | 72 | 77 | 77 | 71 | 109 | 220 | 246 | 241 | 275 | 248 | 2,037 |
| Reinstatements | 21 | 17 | 17 | 29 | 23 | 17 | 16 | 13 | 25 | 20 | 11 | 3 | 212 |
| P. Eng. Approvals | (75) | (114) | (89) | (127) | (67) | (97) | (109) | (105) | (112) | (164) | (113) | (147) | (1,319) |
| Resignations/Deletions | (20) | (18) | (8) | (16) | (49) | (17) | (35) | (253) | (153) | (13) | (14) | (2) | (598) |
| Lapse/Non Payment | (103) | (101) | (86) | (119) | (127) | (45) | (88) | (108) | (131) | (75) | 0 | (116) | (1,099) |
| Deceased | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Ending | 10,927 | 10,926 | 10,989 | 10,991 | 10,999 | 11,074 | 11,085 | 10,957 | 10,935 | 11,055 | 11,328 | 11,481 | 11,481 |
| Female Recording on Register | | | | | | | | | | | | | |
| Beginning | 2,070 | 2,130 | 2,132 | 2,139 | 2,135 | 2,125 | 2,141 | 2,143 | 2,114 | 2,113 | 2,127 | 2,196 | 2,070 |
| New Female Recordings | 60 | 2 | 7 | (4) | (10) | 16 | 2 | (29) | (1) | 14 | 69 | 37 | 163 |
| Total Female Recordings | 2,130 | 2,132 | 2,139 | 2,135 | 2,125 | 2,141 | 2,143 | 2,114 | 2,113 | 2,127 | 2,196 | 2,233 | 2,233 |

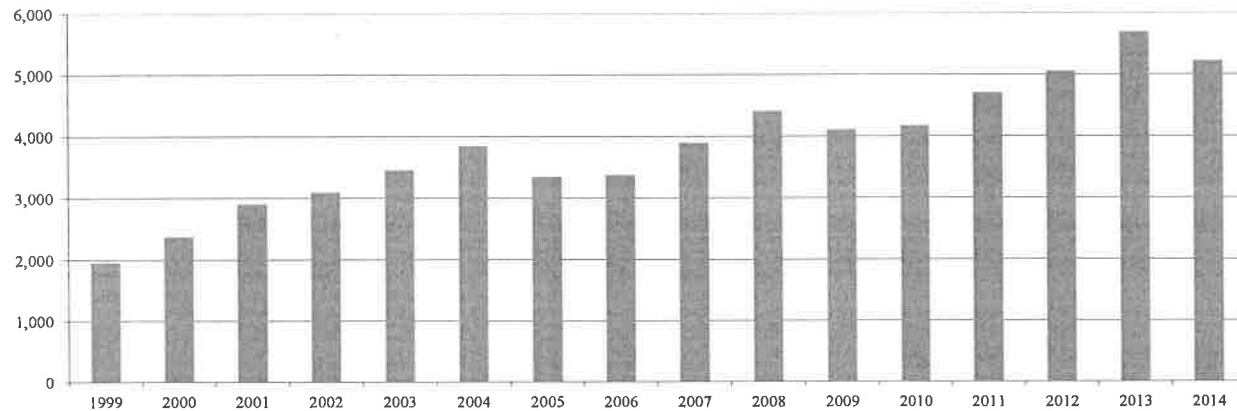
**PROFESSIONAL ENGINEERS ONTARIO
CERTIFICATE OF AUTHORIZATION - STATISTICS
2014**

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|-------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| C of A Holders - Beginning | | | | | | | | | | | | | |
| Regular | 4,900 | 4,912 | 4,928 | 4,926 | 4,942 | 4,959 | 4,985 | 5,001 | 5,031 | 5,053 | 5,073 | 5,081 | 4,900 |
| Temporary | 57 | 51 | 51 | 51 | 52 | 53 | 50 | 47 | 45 | 46 | 47 | 45 | 57 |
| Sub Total | 4,957 | 4,963 | 4,979 | 4,977 | 4,994 | 5,012 | 5,035 | 5,048 | 5,076 | 5,099 | 5,120 | 5,126 | 4,957 |
| New Certificates Issued | | | | | | | | | | | | | |
| Regular | 51 | 40 | 46 | 39 | 42 | 46 | 49 | 42 | 51 | 48 | 37 | 30 | 521 |
| Temporary | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | 1 | 1 | 1 | | 6 |
| Sub Total | 51 | 40 | 46 | 40 | 43 | 46 | 50 | 42 | 52 | 49 | 38 | 30 | 527 |
| Reinstatements | | | | | | | | | | | | | |
| Regular | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 0 | 0 | 2 | | 6 |
| Temporary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Sub Total | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 0 | 0 | 2 | 0 | 6 |
| Deletions | | | | | | | | | | | | | |
| Close | (39) | (24) | (48) | (21) | (23) | (19) | (35) | (13) | (28) | (28) | (31) | (2) | (311) |
| Dormant/Suspension/Revoke and other | (1) | 0 | 0 | (2) | (2) | (1) | 0 | 0 | (1) | 0 | 0 | (1) | (8) |
| Temporary | (6) | 0 | 0 | 0 | 0 | (3) | (4) | (2) | 0 | 0 | (3) | (2) | (20) |
| Sub Total | (46) | (24) | (48) | (23) | (25) | (23) | (39) | (15) | (29) | (28) | (34) | (5) | (339) |
| Total Ending | | | | | | | | | | | | | |
| Regular | 4,912 | 4,928 | 4,926 | 4,942 | 4,959 | 4,985 | 5,001 | 5,031 | 5,053 | 5,073 | 5,081 | 5,108 | 5,108 |
| Temporary | 51 | 51 | 51 | 52 | 53 | 50 | 47 | 45 | 46 | 47 | 45 | 43 | 43 |
| | 4,963 | 4,979 | 4,977 | 4,994 | 5,012 | 5,035 | 5,048 | 5,076 | 5,099 | 5,120 | 5,126 | 5,151 | 5,151 |

**PEO STATISTICS
APPLICATIONS RECEIVED
1999 - 2014**

| | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
|------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| JANUARY | 124 | 278 | 328 | 341 | 539 | 440 | 364 | 316 | 308 | 372 | 336 | 393 | 414 | 397 | 440 | 530 |
| FEBRUARY | 187 | 157 | 260 | 222 | 260 | 345 | 259 | 319 | 257 | 234 | 338 | 276 | 278 | 384 | 422 | 380 |
| MARCH | 187 | 165 | 136 | 234 | 169 | 298 | 340 | 316 | 272 | 345 | 379 | 373 | 453 | 398 | 428 | 395 |
| APRIL | 149 | 206 | 225 | 277 | 279 | 304 | 269 | 291 | 280 | 381 | 294 | 239 | 338 | 297 | 414 | 361 |
| MAY | 68 | 213 | 403 | 299 | 394 | 425 | 270 | 298 | 293 | 278 | 279 | 303 | 314 | 353 | 394 | 324 |
| JUNE | 165 | 157 | 158 | 220 | 221 | 337 | 264 | 273 | 279 | 332 | 320 | 306 | 322 | 374 | 388 | 356 |
| JULY | 184 | 160 | 236 | 265 | 200 | 297 | 286 | 254 | 355 | 460 | 395 | 332 | 398 | 482 | 529 | 486 |
| AUGUST | 185 | 233 | 248 | 269 | 357 | 272 | 301 | 285 | 367 | 413 | 326 | 358 | 493 | 508 | 505 | 495 |
| SEPTEMBER | 192 | 248 | 270 | 352 | 455 | 382 | 254 | 251 | 333 | 415 | 402 | 383 | 451 | 388 | 512 | 542 |
| OCTOBER | 183 | 195 | 222 | 206 | 257 | 253 | 263 | 282 | 396 | 419 | 428 | 372 | 469 | 540 | 646 | 554 |
| NOVEMBER | 200 | 186 | 232 | 238 | 190 | 236 | 304 | 226 | 505 | 430 | 340 | 497 | 481 | 503 | 525 | 416 |
| DECEMBER | 130 | 175 | 184 | 178 | 140 | 261 | 188 | 260 | 248 | 334 | 270 | 336 | 295 | 432 | 491 | 392 |
| TOTAL | 1,954 | 2,373 | 2,902 | 3,101 | 3,461 | 3,850 | 3,342 | 3,371 | 3,893 | 4,413 | 4,107 | 4,168 | 4,706 | 5,056 | 5,694 | 5,231 |
| MONTHLY AVERAGE | 163 | 198 | 242 | 258 | 288 | 321 | 279 | 281 | 324 | 368 | 342 | 347 | 392 | 421 | 475 | 436 |
| Year To Date | 1,954 | 2,373 | 2,902 | 3,101 | 3,461 | 3,850 | 3,342 | 3,371 | 3,893 | 4,413 | 4,107 | 4,168 | 4,706 | 5,056 | 5,694 | 5,231 |

Applications Received - Year To Date



ENGINEERS CANADA – CANDIDATE FOR PRESIDENT-ELECT

Purpose: To consider an extension to Engineers Canada Director Chris Roney’s term on Engineer’s Canada’s Board by three years.

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

That Chris Roney’s term on the Engineers Canada Board be extended to May 2018 so that he will be eligible to stand as a candidate for the position of President-Elect of Engineers Canada at the 2015 Annual Board Meeting. If unsuccessful at the election, his term will be deemed to be concluded at the end of May 2015.

Moved by: Dave Brown, P.Eng.

1. Need for PEO Action

- PEO Council has expressed concerns, of late, regarding its relationship with Engineers Canada, the initiatives that Engineers Canada is pursuing and Engineers Canada’s ENDS statements.
- At the May 2015 Engineers Canada Board of Director’s Meeting, held in conjunction with the Annual General Meeting, an election will be held for the position of President-Elect of Engineers Canada. PEO has an opportunity to have one of their Directors seek the Presidency.
- Mr. Roney has agreed to stand for election as President-Elect. He is currently PEO’s most senior Engineer’s Canada Director, having served since 2009. He has served on the Executive Committee, Finance, Women in Engineering, Governance, and International Committees of Engineers Canada, as well as the National Campaign and Communications Task Forces.
- To serve as President-Elect of Engineers Canada, a candidate requires their Constituent Association to agree to extend their term for the ensuing three years to ensure that, if elected, the director can serve out their term. The term consists of one year as President-Elect, one as President, and one year as Past-President.

2. Proposed Action / Recommendation

- It is proposed that Mr. Roney’s term as one of PEO’s five directors be extended by three years to allow him to stand as a candidate in the upcoming election for the position of President-Elect of Engineers Canada. This is a requirement for the position.
- A similar extension was given to former PEO Engineers Canada Director Catherine Karakatsanis when she sought the position of President-Elect in 2011.
- There are no additional financial implications for PEO.
- If successful in the election, this would ensure that PEO is represented on the Executive Committee for the next three years.

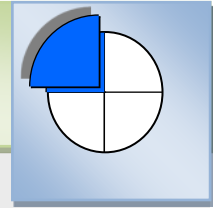
3. Next Steps (if motion approved)

- If the motion is approved, Mr. Roney will file his consent to stand for the position of President-Elect with the Chair of the Engineers Canada Nominating Committee.
- The Registrar will complete Appendix B of the Engineers Canada Nomination Package - *Constituent Association Confirmation of Appointment* and submit it to the Chair of the Engineers Canada Nominating Committee.
- Mr. Roney will stand for election to the position of President-Elect at the May 2015 Annual Board Meeting of Engineers Canada.
 - If elected, he will serve a further 3 years on the Board in the capacity of President-Elect, President, then Past-President.
 - If not elected, his term as Director will end at the end of May 2015 and PEO will appoint a replacement.

4. Appendices

- Engineers Canada Governance Policy GP-9.1.1, “Executive Committee Nomination and Election Process”

GP-9.1.1 EXECUTIVE COMMITTEE NOMINATION AND ELECTION PROCESS



Policy Type: Governance Process

The Board has a fair and transparent process to nominate and elect its members to the Executive Committee in keeping with the regional representation requirements set out in the bylaws.

Introduction

- 1.1 The Executive Committee membership for the forthcoming year is elected during the annual Board meeting. The Directors of the Executive Committee shall hold office from the close of the Annual Meeting of Members following the Board meeting at which they are elected until the end of the next Annual Meeting of Members.
- 1.2 The President-elect and President shall assume the positions of President and Past-president, respectively, unless either is unwilling or unable to do so. In that case, the procedure outlined in section 4 below will apply.
- 1.3 The President-elect and three Directors shall be elected by the Board from among current Directors of the Board.
- 1.4 If a Director of the Executive Committee becomes unable to complete his or her term, the Board shall elect a replacement provided that the replacement so appointed shall be a representative of the same Constituent Association or group of Constituent Associations as described above as the case may be, as the one represented by the Executive Committee Director who caused such vacancy.

Eligibility

- 2.0 Candidates shall be qualified to serve on the Executive Committee.
 - 2.1 To serve as Past-president, a Director must have served as President and shall have been appointed by their Constituent Association to serve for the ensuing year.
 - 2.2 To serve as the President, a Director must have served on the Board in at least the past year and shall have been appointed by their Constituent Association to serve for the ensuing two years.



- 2.3 To serve as the President-elect, a Director must currently be a Director of the Board and shall have been appointed by their Constituent Association to serve for the ensuing three years.
- 2.4 All candidates for election shall provide:
- (a) A consent form (Appendix A)
 - (b) An eligibility form (Appendix B)
 - (c) Written support of two Directors as nominators, and
 - (d) A curriculum vitae

Nomination Procedures

- 3.0 The Past-president shall act as the Nominating Committee and shall:
- Maintain an impartial position.
 - Issue a call for nominations to each Director, attaching a copy of these procedures, at least two months prior to the annual Board meeting.
 - Ensure that sufficient nominations are received to ensure a strong and viable Executive Committee.
 - Receive nominations up to two weeks prior to the annual Board meeting.
 - Review the responses with the candidates to confirm their consent and eligibility.
 - Announce the slate of candidates, and provide their curriculum vitae, to each Director of the Board at least one week prior to the annual Board meeting.
 - Submit all duly nominated candidates to the election process.
- 3.1 Where no nominations are received for a position, the Board shall determine how to fill the position during the annual Board meeting.

Voting

- 4.1 Elections shall be by secret ballot.
- 4.2 The candidate(s) as put forth by the Nominating Committee for each position shall be tabled.
- 4.3 Proxy votes are not permitted.

Scrutineers

- 5.1 The Engineers Canada Chief Executive Officer, or another senior staff person as an alternate, and the President of the host Constituent Association for the meeting, or an alternate if required, will act as scrutineers. The alternates will be selected by the Nominating Committee should they be needed.
- 5.1.1. The scrutineers shall distribute, collect and count the ballots for each election.



- 5.1.2. The scrutineers shall report the result of each ballot to the Past-President and President. This report shall include only the name of the successful candidate or, if no candidate has the votes required for election, the name of the candidate to be removed prior to an ensuing ballot. Vote totals, or whether the ballot sealed by the President was used, shall not be reported.

Conduct of Elections

6.0 Positions shall be filled in the following order:

- Past-president
- President
- President-elect
- Regional Directors
- Director of any Constituent Association (if not filled by Past-President, President, and President-Elect)

6.1 The President will yield the gavel to the Past-president (or other designated Board Director if the Past-president is not in attendance) to conduct the appointments and/or elections of the Executive for the ensuing year.

6.2 The Past-president will declare that the current President has been elected by acclamation to be the Past-president for the coming year. In the event the President is unable to serve as Past-president, the sitting Past-president will be asked to continue serving for an additional year. If the sitting Past-president is unable to serve, the position shall be declared vacant and be subsequently filled by appointment by the newly elected Executive Committee.

6.3 The Past-president will then declare that the current President-elect has been elected by acclamation as President for the coming year. If the President-elect is unable to serve as President, an election for President will be held using the procedure set out under 6.7 below with the three current other Executive Committee Directors as candidates. If none of them is willing or able to stand, an election for President will be held using the applicable procedure set out in 6.7 with the nominated candidates for President-elect as candidates.

6.4 If more than one candidate for the position of President-elect is duly nominated, the election shall be by ballot.

6.5 The Past-president will confirm the duly nominated candidates for President-elect by name.



- 6.6 The Past-president will invite each candidate in alphabetical order to address the Board for a maximum of five (5) minutes.
- 6.7 The vote will take place under one of the following procedures until one candidate receives at least 50 percent plus one votes:
- 6.7.1 If there are two candidates:
- Each Director may cast one vote. The President will cast a second vote for one candidate and place it in a sealed envelope. In the event, only following discard of abstentions or spoiled ballots, of a tie in the number of votes received by both candidates as determined by the scrutineers during counting, the scrutineers shall open the sealed envelope and use the vote therein.
 - The scrutineers will report the name of the successful candidate to the Past-president. The scrutineers will not report the vote totals or whether the sealed envelope was used.
 - The Past-president will announce the successful candidate as elected as President-elect for the coming year.
- 6.7.2 If there are three or more candidates:
- Each Director may cast one vote. The President and the Past-president will each cast a second vote for all but one of the candidates and place it in a sealed envelope. If one candidate receives more than 50 percent of the votes, that candidate shall be declared elected. If no candidate is elected on the first ballot, the candidate receiving the lowest number of votes is removed and new ballots are successively presented, until a candidate receives more than 50 percent of the votes.
 - In the event, only, following discard of abstentions or spoiled ballots, of a tie in the number of votes received by two or more candidates as determined by the scrutineers during counting, such that one candidate cannot be dropped from the next round of balloting, the scrutineers shall firstly open the President's sealed envelope and use the votes therein. If one candidate can still not be removed from the next round, the scrutineers shall open the Past-president's sealed envelope and use the votes therein. If it is still not possible to remove one candidate, the result will be declared deadlocked and one or more further rounds of voting with all remaining candidates on the ballot will take place until the deadlock is broken.



- After each round of voting, the scrutineers will report the name of the successful candidate to the Past-president, or, if a further round of voting is required, the names of the remaining candidates. The scrutineers will not report the vote totals or whether one or both of the sealed envelope(s) was used.
- Upon completion of voting, the Past-president will announce the successful candidate as elected as President-elect for the coming year.

6.8 Following the election of the President-Elect, the Nominating committee shall ask the Chief Executive Officer to announce the number of Directors from each region that will be required to be elected to fulfill to regional representation requirements of the bylaws. Elections will take place for each position. If more than one candidate for each of the positions of regional representative are duly nominated, the election shall be by ballot.

6.8.1 The candidate(s) not elected for President-elect will be asked by the Past-president if they will stand for election to the remaining regional Director positions along with the candidates who may have already been nominated for these positions (assuming they meet the regional criteria).

6.8.2 The Past-president will confirm the candidates for regional Directors as being:

- [Name(s) of duly nominated candidates]
- [Name(s) of non-elected candidates for President-elect]

6.8.3 The Past-president will invite each candidate in alphabetical order to address the Board for a maximum of two (2) minutes.

6.8.4 The non-elected candidate(s) for President-elect who has(have) already spoken for five (5) minutes will not be invited to speak again.

6.8.5 The vote will take place under the following procedures:

- Each Director may cast one vote for each of the Regional Director positions. The President and the Past-president will each cast a second vote for each of the Regional Director positions and place them in a sealed envelope. The candidates for each position that receive the largest number of votes will be declared elected. In the event, only, following discard of abstentions or spoiled ballots, of a tie in the number of votes received by two candidates as determined by the scrutineers during counting, the scrutineers shall firstly open the President's sealed envelope and use the votes therein. If there is still a tie, the scrutineers shall open the past-president's sealed envelope and use the votes therein. If there is still a tie, the result will be declared deadlocked and



one or more further rounds of voting will take place until the deadlock is broken.

- After the voting, the scrutineers will report the name of the successful candidates to the Past-president, or, if a further round of voting is required in the event of a deadlock. The scrutineers will not report the vote totals or whether one or both of the sealed envelope(s) was used. Upon completion of voting, the Past-president will announce the successful candidates as Directors for the coming year.

6.8.6 In the event that the “Director from any Constituent Association” position has not been filled by the Past-President, President, and President-Elect, there will be the election of the remaining position of Director. The candidates not elected for regional positions will be asked if they would like to run for the remaining position. If there are more than one candidate for the position, a vote will take place. The election procedure will be the same as described in section 6.8.5 above.

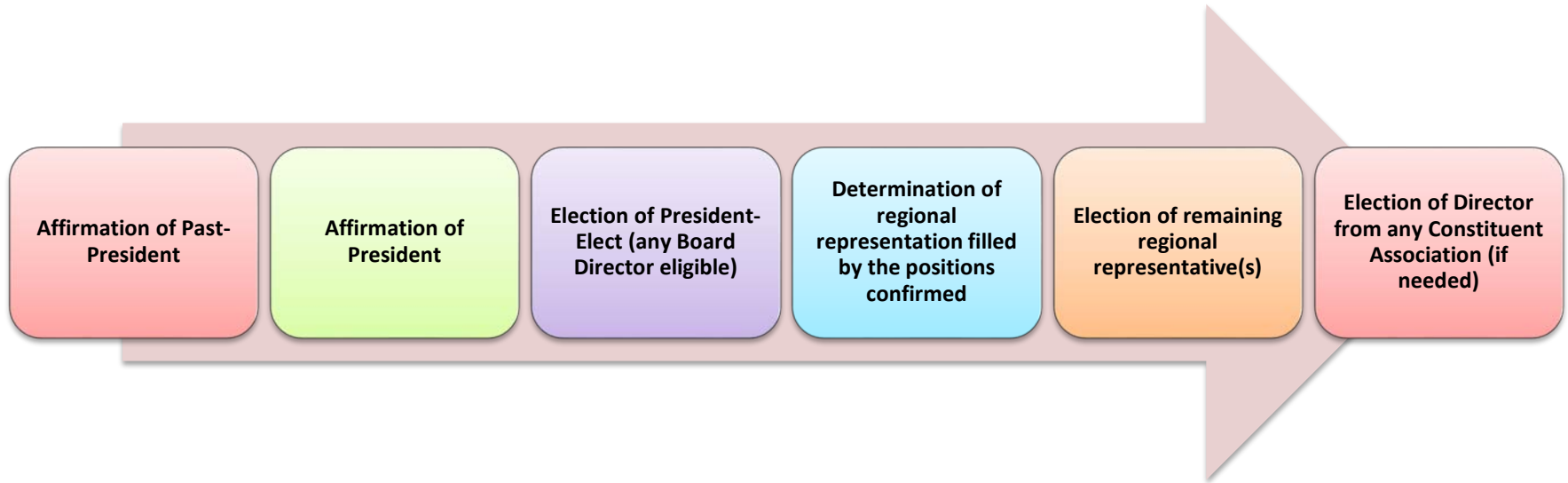
6.8.7 The Past-president will invite each candidate in alphabetical order to address the Board for a maximum of two (2) minutes. Any candidate that has already addressed the Board will not be invited to speak again.

6.8.8 When the election is completed the Past-president will request a motion to destroy the ballots.

6.8.9 The Past-president will return the gavel to the President.



Executive Committee election process flow chart



Positions to be filled

| | |
|---|--|
| Representative of Constituent Associations of the Atlantic Region | |
| Representative of Professional Engineers of Ontario | |
| Representative of l'Ordre des ingénieurs du Québec | |
| Representative of Constituent Associations of the Western Region | |
| Representative of Constituent Associations of the Western Region | |
| Representative of any Constituent Association | |



APPENDIX A
Consent Form—Nomination to Engineers Canada’s Executive Committee

Date: _____

To: Engineers Canada Nominating Committee

I, _____, Engineers Canada Director for _____
am pleased to confirm that I am placing my name into nomination for election to the Engineers
Canada Executive Committee for the position of:

President-elect _____

Other Director _____

I have attached the following required documents:

1. My curriculum vitae, for distribution to the Directors and the Constituent Associations.
2. Confirmation of my eligibility to serve by the Constituent Association that I represent.
3. Written support of my nomination by two Directors.

If elected, I would be pleased and honoured to serve the Board.

(Candidate Signature) (Date)



APPENDIX B
Constituent Association Confirmation of Appointment

On behalf of _____,
(*Constituent Association - Name*)

I wish to confirm that the term of the appointment as an Engineers Canada Director for

(*Name of the Engineers Canada Director*)

extends to _____

(*Constituent Association - Name*)

(*Date*)

(*Signature*)



Briefing Note – Decision

C-498-4.2

PEO/OSPE Joint Position Paper on Math Curriculum in Ontario

Purpose: To seek Council’s approval for the Education Committee (EDU) to contact OSPE and request collaboration on a joint position paper on math curriculum (and possibly physics) for presentation to the Ministry of Education on behalf of engineers in Ontario.

Motion(s) to consider: *(This motion requires a simple majority of votes cast to carry.)*

That Council approves EDU to create a joint position paper on math curriculum (and possibly physics), in collaboration with OSPE, for presentation to the Ministry of Education on behalf of engineers in Ontario.

Prepared by: Sam Inchasi, P.Eng., Education Committee (EDU) Chair

Moved by: George Comrie, P.Eng., Vice President

1. Summary

Math education and curriculum in Ontario has come under fire last year in the media. Over the past decade, Ontario has drastically slipped in comparison to other countries and provinces on international test scores. This decline in math achievement is very concerning to parents, teachers, engineers and the community at large. Improving student achievement in math is key to ensuring future student success and result in non-declining enrollment in engineering.

As per the appended “Essay on math teaching in Ontario”, authored by Professor Phil Sullivan, the concern is very eloquently outlined and is a real problem. The Education Committee (EDU) shares Professor Sullivan’s expert view and propose to research and articulate a proposed PEO position relating to mathematics education for submission to the Ministry of Education.

2. Proposed Action

The EDU to work in collaboration with OSPE and other experts on a joint position paper on math curriculum (and possibly physics) for presentation to the Ministry of Education on behalf of engineers in Ontario.

3. Next Steps

EDU will issue a formal request to OSPE for collaboration on a joint position paper on math curriculum (and possibly physics) for presentation to the Ministry of Education on behalf of engineers in Ontario. The expectation is to compile information from several initiatives already completed to date, including the following: (1) Meetings with the Minister of Education (Hon. Minister Sandals); (2) Submission of responses to Ministry Consultation request; (3) The results of panel discussions from the Education Conference held in 2014; and Professor Sullivan’s Essay and expert opinion among others from research. Additional new information can be explored and included after meeting with Mr. Andy Hrymak, Chair of CODE to identify the current gaps in the Ontario curriculum based on performance of students transitioning from Ontario High Schools to University engineering programs. A joint position paper will be completed in the 2015/2016 time frame.

4. Peer Review & Process Followed

| | |
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| Process Followed | Outline the Policy Development Process followed. <ul style="list-style-type: none">• In 2013 and 2014, the Hon. Liz Sandals, Minister of Education, spoke at the PEO Education conferences and invited collaboration and inputs from the engineering profession.• In Dec 2013 the Education Committee submitted responses to the Ministry of Education’s province wide consultations.• At the PEO Education conference held May 24, 2014 the Education committee and |
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| | |
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| | <p>attendees heard from various presenters regarding problems students were experiencing with the new math curriculum.</p> <ul style="list-style-type: none"> • In Nov 2014 Professor Sullivan provided the PEO Education committee with a copy of his Essay on math teaching in Ontario, which outlined the problems with the new math curriculum. • On Jan 15, 2014 the Education committee passed a motion to submit a Briefing Note to Council to seek approval to create a PEO/OSPE Joint Position Paper on the Math curriculum in Ontario. • Vice President George Comrie was approached to sponsor the motion. He reviewed the documentation and indicated his support of the motion. |
| Council Identified Review | <p>Identify who is to be consulted; how they will be consulted and what kind of response is expected.</p> <p>N/A</p> |
| Actual Motion Review | <p>Detail peer review and relevant stakeholder review undertaken</p> <p>N/A</p> |

5. Appendices

- Appendix A – Essay on math teaching in Ontario, by Professor Philip Sullivan

November 3, 2014

Mathematics Teaching in Ontario

Philip. A. Sullivan, Ph. D., P.Eng.
Professor Emeritus, Institute for Aerospace Studies,
University of Toronto

*Myself when young did eagerly frequent
Doctor and Saint, and heard great argument
About it and about: but evermore
Came out by the same Door as in I went.*

- Rubáiyat of Omar Khayyam (1048-1131, quatrain 27)

Something is wrong with the teaching of mathematics in Ontario's public schools. For years concerned parents have sensed this; that is why so many have resorted to paying for tutorials outside the school system. This concern notwithstanding, educational bureaucrats — including school principals — reject criticism, claiming, among other things, that they are using techniques which teach students how to think, as opposed to mechanically reproducing established procedures. But with the growing demand by tertiary institutions for remedial courses, and with the recent announcement by Ontario's Educational Quality and Accountability Office (EQAO) that test scores have declined, the bureaucrats can no longer dismiss concerns.¹

Two comments I recently heard encapsulate the problem. First, a provincial university student remarked that, having been allowed to use electronic calculators to perform elementary arithmetic throughout her school years, she was required to demonstrate that she could perform that arithmetic without these calculators; failure required attending a remedial course. Second, a recently qualified aspiring teacher suggested to an experienced colleague that the so-called “discovery” method of teaching was not appropriate for mathematics. This colleague advised her to never make that observation to a school principal during a hiring interview.

As articles regularly appearing in the Canadian press have made abundantly clear, the best way to teach mathematics has become the subject of vigorous debate. To fully appreciate the issues one should understand the underlying philosophy that has apparently been universally adopted by North American faculties of education.² Known as *social constructivism*, it is based on the useful observation that we can only perceive reality through our senses, an idea traditionally associated with the Greek philosopher Protagoras [490-420 BCE], who famously asserted “man is the measure of all things.” In modern terms the mind constructs mental representations of reality; they are, in effect, the cognitive equivalent of maps. But, as University of Toronto philosopher James Brown puts it, social constructivism asserts that such knowledge “is the product of various social factors and not the result of an objective investigation into how things are independent of our social interests.”³

This philosophy is, at best, controversial; typically, critics complain that it does not explain the objectivity of scientific knowledge. As an example, Newton's laws of mechanics may be viewed as the universally understood cognitive map used to put humans on the Moon. Similarly, in mathematics, Pythagoras' theorem relating the lengths of the sides of a right triangle was identified independently in several cultures in antiquity, and is universally accepted as an objective fact.

Nevertheless, the US National Council of Teachers of Mathematics (NCTM) has uncritically adopted social constructivism. One article from the NCTM's Journal asserts:

In reality, no one can *teach* mathematics... Children create new mathematical knowledge by reflecting on their physical and mental actions... No one true reality exists, only individual interpretations of the world... Mathematical ideas and truths, both in use and meaning, are cooperatively established by the members of a culture... When a teacher demands that students use set mathematical methods, the sense-making activity of students is seriously curtailed. Students tend to mimic the methods by rote so that they can appear to achieve the teacher's goals.⁴

Another NCTM article gives suggestions for implementing these ideas for Grade 1 students:

Encourage pupils to invent their own ways of adding and subtracting numbers rather than tell them how... [and] to exchange points of view rather than reinforce correct answers and correct wrong ones. Pupils *will* eventually agree on the truth if they debate long enough... Encourage pupils to think rather than to compute with paper and pencil... Paper-and-pencil exercises cause social isolation and dependence on the teacher to know if an answer is correct... Replace the text book ... with two kinds of activities: games and situations in daily living [*italics in original*].⁵

Such methods are variously described as *discovery-based*, *experiential*, *enquiry-based* or *problem-based* learning. Critics categorize them as *minimal guidance* instruction, in order to distinguish them from more traditional teaching methods based on *closely guided* instruction. Another tendency of minimal guidance, motivated perhaps by opportunities provided by the internet, is the denigration of the accumulation of factual knowledge, it being argued that the teacher's role is to encourage student to learn how to think, not to regurgitate "mere facts."⁶

Advocates of minimal guidance methods frequently claim that they are based on educational research; for example, one NCTM article asserts

Educational research offers compelling evidence that students learn mathematics well only when they *construct* their own mathematical understanding [*italics in original*].⁴

But much of this research has been savagely criticized. For example E. D. Hirsch, a recently retired professor of education at the University of Virginia — who is well known for his trenchant criticisms of the quality of US schools — in 1996 depicted US teachers's colleges as propagating an "orthodoxy masquerading as reform."²

In 1985 the physicist and Nobelist Richard Feynman characterized educational research as a "cargo cult." As late as 2002 Hirsch argued that, being based largely on poorly controlled "difficult and undependable" classroom studies, this remained the case.⁶ "As a consequence, every partisan in the education wars is able to utter the words 'research has shown' in support of almost any position," He suggests that this research has largely ignored recent developments in cognitive psychology, such a stance being equivalent to medical researchers ignoring recent developments in biochemistry. In 2004 University of California psychologist Richard Mayer offered a similar perspective:

At a time when the field of educational research seems to be drawing away from psychology, the need for answering educational questions is stronger than ever... [P]sychology can be a highly useful participant in the struggle for educational reform.⁷

Among the conclusions Hirsch draws from related cognitive psychology research are: (1), studies comparing the abilities of experts and novices in a given discipline have shown that prior knowledge is critical to thinking skill; (2), despite its denigration in educational parlance as “drill and kill,” rehearsal — that is, repetition — is usually necessary for retention; (3), “Although ‘motivation’ and ‘interest’ are perennial themes of education,” attention determines learning; and (4), implicit instruction, such as occurs in real-world simulations or hands-on projects, is usually less effective for beginners.⁶

The underlying reasons for Hirsch’s points are identified in a review by three academics, one from The Netherlands, one from Australia, and one from the USA. They argue that, despite having been advocated in various forms for nearly half a century, minimal guidance instruction “does not work.”⁸ They also recognise the value of recent developments in cognitive psychology, noting in particular the importance of distinguishing between *working* and *long-term* memory, with the former only being capable of paying attention to typically three to five items at any given time. Moreover,

[The long-term memory] is no longer seen as a passive repository of discrete, isolated fragments of information that permit us to repeat what we have learned. Nor is it seen [as having] merely peripheral influence on complex cognitive processes such as thinking and problem solving... Everything we see, hear, and think about is critically dependent on and influenced by our long-term memory.⁸

Since the various forms of minimal guidance instruction place heavy demands on working memory, this finding has profound implications for novice learners. Consequently

[The] working memory load does not contribute to the accumulation of knowledge in the long-term memory because, while working memory is being used to search for problem solutions, it is not available and cannot be used to learn.⁸

They also observe that

Minimally guided instruction appears to proceed with no reference to the characteristics of working memory, long-term memory, or the intricate relations between them. The result is a series of recommendations that most educators find almost impossible to implement ... As a consequence, the most effective teachers may either ignore the recommendations or, at best, pay lip service to them.⁸

Instruction using worked examples constitutes “the epitome of strongly guided instruction,”⁸ and some of the most telling evidence showing the limitations of minimal guidance methods are controlled experiments comparing the effectiveness of worked example instruction with those methods. These experiments were first undertaken in 1985 on students learning algebra.⁸

[They have since] been replicated on numerous occasions using a large variety of learners studying an equally large variety of materials. For novices, worked examples seems invariably superior to discovering or constructing a solution to a problem... [They] emphasise the importance of providing novices ... with extensive guidance because they do not have sufficient knowledge in long-term memory to prevent unproductive problem-solving search.⁸

Influenced by such institutions as the Ontario Institute for Studies in Education (OISE) the Ontario Ministry of Education has adopted minimal guidance ideas. Pamphlets prepared by the Ministry of Education together with an officially approved Grade 6 text clearly show this.^{9, 10, 11}

Consider, for example, a Ministry pamphlet introducing *proportional reasoning*, a term not used in standard mathematics texts.⁹ Intended as aid to instruction for students up to Grade 12, it cites an impressive list of references. But it nevertheless appears to have been compiled by individuals dismissive or even ignorant of clearly defined mathematical concepts. As an example it commits the elementary blunder of defining rational numbers as “numbers that can be expressed as fractions.” This is wrong: a rational number is the ratio of two integers, a definition readily available in elementary texts, and even in such sources as Wikipedia.¹² A second example from this document asks a Grade 9 student to compute a vaccination dose for a 24 kg dog, given that the dose for a 10 kg dog is 25 ml, and that the dosage rate is proportional. The incorrect answer given by one student and reproduced in the document is based on constructing what amounts to a clumsy interpolation table. Surely one would expect students at this grade level to use something better than this primitive method?

Another example of the casual approach adopted by this document is an assertion that “‘cross multiplication’ is often used to solve a proportion problem,” following which it asks Intermediate/Senior students to “provide a good argument to show that cross-multiplication is a valid method for solving a proportion problem.” But, in order that rational numbers obey the rules for manipulation of integers, if $a \times d = b \times c$ then, by these rules, the ratio $a/b = c/d$.¹³ In this respect mathematics is like chess: the entire subject is built on a small number of clearly defined rules for manipulating the integers and, as in a chess game, one must understand those rules.

The Ministry document entitled “Problem-Based Learning in Mathematics” describes a case in which a Grade 6 teacher asks the class to work a “real-life” example: develop a hockey division’s 80-game schedule in which 30% of the games have to be assigned to one group of players, 15% each to two other groups, and 40% to the fourth group.¹⁰ It notes that

as multiplication and percentages had been covered in a full unit just two weeks prior, the teacher expected the students to [calculate the allocations] and move on to looking at travel distances. Instead all groups [of students] were stumped [sic!].”

After describing students’ fumbling attempts to solve the problem, the document observes that the teacher was

shocked at [the students’] inability to solve the problem. She repeatedly commented that the students had already been tested and received a C+ or higher. Interviews with the students revealed the root of the problem: Context matters.

Ironically, the authors seem oblivious to an obvious inference: a tacit admission of failure of the problem-based approach. In this respect it has been observed that “learners can engage in problem-solving activities for extended periods and learn almost nothing.”⁸ This conclusion is consistent with University of Toronto psychologist Ruth Pike’s observations of classroom students attempting to solve problems in groups: it is usually the brightest student who finds the solution on her or his own, with the other students passively copying that answer.¹⁴

I inspected parts of an Ontario Grade 6 mathematics text; it follows closely the Ontario curriculum.¹⁵ As far as I could ascertain the book does not introduce the standard basic manipulation methods, hinting instead at alternative approaches.¹¹ But its worst feature is the explicit recommendation to use calculators at every stage in the introduction of basic arithmetical operations. It also introduces concepts such as the distinction between the mean and the median of a population, and elementary notions of probability. These interesting applications, appropriately used, can be useful in motivation. However, I suggest that, in the absence of developing *calculator-free* competence in basic arithmetic, introducing such topics is a waste of time.

Finally, an irritating feature of these documents is the use of the word *reasonable* to describe student responses; apparently the terms *right* and *wrong* are anathema.

Fluent numeracy confers many advantages in modern society, and children should practise this skill. To illustrate, I use an example from sailing. There is at least one knot that every sailor must learn: the bowline. While it can be easily undone when unloaded, when properly executed it will never undo when loaded. It is very unlikely that an individual would independently discover the knot's elegant configuration, so that serious sailors learn and practise tying it until they can do it quickly under difficult conditions. Similarly, the decimal-positional numeral system together with column-shifting techniques for basic arithmetic operations — being the products of extensive trial and error — evolved over an extended period of time. It is ridiculous to expect students to discover on their own the column-shifting technique or an equally effective alternative. Also, be it hockey, music, mathematics, or any valuable skill, proficiency requires extended practise, initially under close supervision.

What is to be done to remedy this parlous situation? It is time to demand that the Ontario Ministry of Education restructure the Ontario mathematics curriculum to ensure introduction to the time-tested standard mathematical operations, together with instruction based on extensive use of worked examples. The Province of Alberta is restructuring its curriculum along these lines; so should Ontario.

Provision must be made for adequate practise without — it is to be emphasised — the use of calculators. Although the widespread availability of cheap calculators suggests to many that children do not need to develop some proficiency in mental arithmetic, apart from being a useful life skill, it lays an essential foundation for the development of mathematical ability to the level required for professions such as engineering. In a balanced curriculum, calculators together with inquiry-based and similar techniques have their place in motivation and exploring applications, but in a foundational mathematics course their use should be strictly limited.

On the broader issue of minimal guidance teaching, while the subject is controversial, critiques such as that by the physicist Alan Cromer¹⁶ make it abundantly clear that nevertheless it is time that the use of such techniques also be questioned, especially in the sciences. Their advocates, having professional interests in retaining them, will defend their claims with the usual plausible assertions, but the bottom line is that the decline in public school graduates' math skills shows that their methods have failed.

Finally, one might ask: why do I quote Omar Khayyam at the head of this polemic? First, the phrase "Doctor and Saint" reminds me of educators. Second, if the two Ontario Ministry pamphlets and the Grade 6 text I cite above are representative, I pity the poor teacher.

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Briefing Note – Information

C-498-4.3

APTIFY – STATUS UPDATE

Purpose: To inform Council on status of APTIFY.

Motion(s) to consider:

none required

Michael Price, Deputy Registrar, Licensing and Finance, will provide a verbal report.

Briefing Note – Information

C-498-4.4

ENGINEERS CANADA UPDATE

Purpose: To inform Council of the recent activities of Engineers Canada

Motion(s) to consider:

none required

Diane Freeman, one of PEO's Directors on the Engineers Canada board, will provide a verbal report.

REGIONAL CONGRESS OPEN ISSUES REPORT

Purpose: To update Council on issues raised at Regional Congresses

No motion required

Prepared by: Matt Ng., P.Eng., Manager, Chapters

1. Background

At its August 2010 meeting, the Executive Committee, by consensus, agreed that a Regional Councillors Report, setting out chapter issues that were approved at each Regional Congress to go forward to Regional Councillors Committee, be included as an information item on future Council agenda.

2. Appendices

- Appendix A – Regional Congress Open Issues Report.

Regional Congress Open Issues

| <i>Issue</i> | <i>Date Opened</i> | <i>Motion Text</i> | <i>Mover Secunder</i> | <i>Update Description</i> | <i>Meeting</i> | <i>Revision Date</i> | <i>Recommendation</i> | <i>Closed</i> | <i>Action By</i> |
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Western

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| 49 | Jun/2012 | Whereas PEO is trying to encourage Engineering graduates to become Professional Engineers, and whereas becoming a Professional Engineer has positive impacts to employees at the workplace, and whereas the current turn-around time for reviewing a P. Eng application is 12-16 weeks after the referees forms have been received, and whereas there could be an expected increase in the volume of applicants with the removal of the industrial exception, be it resolved that RCC request Council to find appropriate ways to reduce the turn around time metric to 4 weeks for 90% of applicants. | A Scott, K Percival | RCC Update: Conversation ensued about the Western Open Issue # 49 and the carried motion from the October 18th RCC meeting. As a result of the discussions at the December 18th RCC meeting, a letter will be sent by the RCC Chair to the Registrar officially requesting the Lean Study results once it is completed. | RCC | 18-Dec-14 | Remain Open | <input type="checkbox"/> | |
|----|----------|--|------------------------|--|-----|-----------|-------------|--------------------------|--|

| <i>Issue</i> | <i>Date Opened</i> | <i>Motion Text</i> | <i>Mover Seconder</i> | <i>Update Description</i> | <i>Meeting</i> | <i>Revision Date</i> | <i>Recommendation</i> | <i>Closed</i> | <i>Action By</i> |
|--------------|--------------------|---|-----------------------|---|----------------|----------------------|-----------------------|--------------------------|------------------|
| 51 | Sep/2012 | Whereas PEO has struggled for a number of years with governance issues, and, Whereas PEO has responded recently to a number of these issues in a knee-jerk reaction, Whereas other motions have been proposed to review council makeup, WRC requests that RCC request PEO to initiate a governance review of the PEO. To this end, a taskforce shall be set up comprising PEO stakeholders and shall include additional members from other professional organizations. Such taskforce shall review current governance of PEO, explore alternate governance models and provide recommendations to PEO Council. | B Breukelman, V Bandy | RCC Update: There will be a meeting called to discuss the scope of the Governance Review early next year. Participants will be Registrar, Fern Goncalves (acting on behalf of Scott Clark, CAO), Matthew Ng, Ralph Martin, Councillors King, Willson, Brown and Kidd. Details of that meeting will be shared during next RCC meeting, at which time future course of actions will be determined. Feedback/ideas from Councillors are welcome and encouraged on the RCC Sharepoint Discussion Board. | RCC | 18-Dec-14 | Remain Open | <input type="checkbox"/> | |
| 54 | Jun/2014 | That WRC requests RCC to clearly establish roles/responsibilities of the hosting chapter in organizing the PEO Annual Meeting and Penta Forum events. | S Mathew, V Bandy | No Update: That WRC requests RCC to clearly establish roles/responsibilities of the hosting chapter in organizing the PEO Annual Meeting and Penta Forum events. | RCC | 18-Dec-14 | Remain Open | <input type="checkbox"/> | Chapter Office |

| <i>Issue</i> | <i>Date Opened</i> | <i>Motion Text</i> | <i>Mover Second</i> | <i>Update Description</i> | <i>Meeting</i> | <i>Revision Date</i> | <i>Recommendation</i> | <i>Closed</i> | <i>Action By</i> |
|--------------|--------------------|---|----------------------------|--|----------------|--------------------------|-----------------------|--------------------------|------------------|
| 55 | Sep/2014 | WRC requests RCC to establish a task force to consider recommended changes and potential implementation of the proposed structured EIT program as presented in the PENTA Forum 2014, so to address Western Open Issue 49 by 2015 PEO AGM. | W Kershaw, D Al-Jailawi | RCC Update: Presentation and discussions ensued about the structured EIT program. General consensus was there was no need for the Briefing Note to Council addressing the structured EIT program task force as per the motion from the October 18 RCC meeting. Manoj Choudhary, Manager, EIT Programs will be invited to attend the January RCC meeting to address this issue and present their future development plans. | RCC | 18-Dec-14 | Remain Open | <input type="checkbox"/> | |

| <i>Issue</i> | <i>Date Opened</i> | <i>Motion Text</i> | <i>Mover Seconder</i> | <i>Update Description</i> | <i>Meeting</i> | <i>Revision Date</i> | <i>Recommendation</i> | <i>Closed</i> | <i>Action By</i> |
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West Central

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| 29 | Feb/2014 | WCRC wants RCC to review the invitation and attendance policy of Chapter AGM and Meetings where a senior regional Councillor is seeking re-election, and where a senior regional Councillor is seeking election to other council positions. | F Dato, S Naseer | No updates to report. This issue was tabled till the next RCC meeting. | West Central Congress | 04-Oct-14 | Remain Open | <input type="checkbox"/> | |
| 31 | Jun/2014 | WCRC wants RCC to establish a mechanism to track motion's progress and their proposed implementations. | G Abelmessih, T Biju | The congress and RCC flow of motions, actions and open issues was presented. The disposition of motions documents was proposed as a possible solution this issue. | West Central Congress | 04-Oct-14 | Remain Open | <input type="checkbox"/> | |
| 32 | Jun/2014 | WCRC wants RCC to implement means of improving the knowledge new licensee have with regard to the role and mandate of PEO in society, its chapter system and volunteerism in general for the Association. | S Favell, J Chisholm | Chapter Office is working on improving the Welcome Package to new licensees that could provide the additional information with regard to the role and mandate of PEO in society, its chapter system and volunteerism, in general, for the association. | West Central Congress | 04-Oct-14 | remain open | <input type="checkbox"/> | |

| <i>Issue</i> | <i>Date Opened</i> | <i>Motion Text</i> | <i>Mover Second</i> | <i>Update Description</i> | <i>Meeting</i> | <i>Revision Date</i> | <i>Recommendation</i> | <i>Closed</i> | <i>Action By</i> |
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Eastern

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| 109 | Jun/2013 | To determine the feasibility of establishing a steering committee in the Eastern Regional Congress to investigate how to better service and engage members in the greater Ottawa area (National Capital Region). | T Kirby, G Boone | This issue was tabled till the next RCC meeting. The committee provided an update to the congress on the work that has been done so far and ideas for development. | Eastern Congress | 20-Sep-14 | Remain Open | <input type="checkbox"/> | |
| 111 | Sep/2014 | Whereas the ERC wants to improve the future allotment planning processes; For chapters to prepare Draft Business Plan 3 weeks prior to the June Congress for a presentation/discussion/peer review of their Business Plans at their June Congress. | G Houze, B Milliken | | Eastern Congress | 20-Sep-14 | | <input type="checkbox"/> | |

PEO LGA RESIGNATION

Purpose: To inform Council of the resignation of Chris Roney as a Lieutenant Governor in Council Appointee to the Council of the Association of Professional Engineers of Ontario (PEO).

Motion(s) to consider:

none required

Appendices:

- Appendix A – Resignation letter to Public Appointments Secretariat from Chris Roney

Chris D. Roney, P.Eng., BDS, FEC

January 20th, 2015

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Harrowsmith, Ontario
K0H 1V0
613-372-0924
croney@roneyengineering.com

Public Appointments Secretariat
Room 2440, Whitney Block,
99 Wellesley St. West,
Toronto, Ontario
M7A 1W4

Via Fax 416-327-2633

Dear Sir/Madam:

Re: Council of the Association of Professional
Engineers of Ontario

I currently serve as a Lieutenant Governor in Council Appointee to the Council of the Association of Professional Engineers of Ontario (PEO). I have had the privilege to serve on the Council in this capacity since 2007, and have very much enjoyed the opportunity to do my part to help PEO serve the interests of the Ontario public where professional engineering is concerned.

I am writing to inform you of my decision to resign my position as an LGA-appointee, effective at the conclusion of PEO's Annual General Meeting on April 25th, 2015.

I am very grateful to the Public Appointments Secretariat for giving me the opportunity to serve.

Sincerely,



Chris D. Roney, P.Eng.

COUNCILLORS ITEMS

- a) **Notices of Future Agenda Items**
- b) **Councillors' Questions**

Purpose: To provide Councillors with an opportunity to provide notice of items for inclusion on the next Council meeting agenda, and to ask questions.

No motion required

Prepared by: Dale Power – Secretariat Administrator

CONSENT AGENDA

Purpose: To approve the items contained in the consent agenda

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

That the consent agenda be approved.

Prepared by: Dale Power, Secretariat Administrator

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

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

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

The following items are contained in the consent agenda:

- 5.1 Minutes – 497th Council meeting – November 21, 2014
- 5.2 Approval of Wolfe-Smith Awardees
- 5.3 Changes to Committees/Task Forces Roster
- 5.4 PEO Representative to OACETT Council

OPEN SESSION MINUTES – 497th Council Meeting – November 21, 2014

Purpose: To record that the minutes of the open session of the 497th meeting of Council accurately reflect the business transacted at that meeting.

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

That the minutes of the 497th meeting of Council, held November 21, 2014, as presented to the meeting C-498-5.1, Appendix A, accurately reflect the business transacted at that meeting.

Prepared by: Dale Power, Secretariat Administrator

1. Need for PEO Action

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

2. Current Policy

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

3. Appendices

- Appendix A - Minutes – 497th Council open session meeting – November 21, 2014



Minutes

The 497TH MEETING of the COUNCIL of PROFESSIONAL ENGINEERS ONTARIO (PEO) was held at PEO Offices, 40 Sheppard Avenue West, Toronto, Ontario on Friday, November 21, 2014 at 9:00 a.m.

- Present:
- J. D. Adams, P.Eng., President [minutes 11440 – 11454 only]
 - A. Bergeron, P.Eng., Past President
 - T. Chong, P.Eng., President Elect
 - G. Comrie, P.Eng., Vice President (Elected)
 - M. Wesa, P.Eng., Vice President (Appointed)
 - R. Huang, LL.B., Council Chair
 - I. Bhatia, P.Eng. [minutes 11440 – 11454 only]
 - D. Brown, P.Eng.
 - D. Chui, P.Eng.
 - N. Colucci, P.Eng. [via teleconference – minutes 11440 – 11453 only]
 - B. Dony, P.Eng.
 - R. A. Fraser, P.Eng. [minutes 11440 to 11445 only]
 - S. K. Gupta, P.Eng. [minutes 11440 to 11453 only]
 - R. Jones, P.Eng.
 - L. King, P.Eng.
 - B. Kossta
 - E. Kuczera, P.Eng.
 - M. Long-Irwin
 - S. Reid, C.Tech.
 - S. Robert, P.Eng.
 - C.D. Roney, P.Eng.
 - C. Sadr, P.Eng. [via teleconference]
 - R.K. Shreewastav, P.Eng.
 - M. Spink, P.Eng. [minutes 11446 – 11464 only]
 - M. Stauch
 - R. Willson, P.Eng.
- Regrets:
- R. J. Hilton, P.Eng.
 - C.M. Kidd, P.Eng.
- Staff:
- G. McDonald, P.Eng., Registrar
 - S.W. Clark, LL.B.
 - L. Latham, P.Eng.
 - M. Price, P.Eng.
 - J. Zuccon, P.Eng.
 - R. Martin
 - D. Power
 - M. Sterling, P.Eng. [minute 11440 - 11443(e) only]

- Guests:
- K. Allen, P.Eng., CEO, Engineers Canada
[minutes 11444 – 11464]
 - P. Amyotte, P.Eng., President, Engineers Canada
[minutes 11444 – 11464]
 - H. Brown, Brown & Cohen Communications-Public Affairs
[minutes 11440 – 11464, except minute 11443]
 - D.L. Freeman, P.Eng., PEO Director, Engineers Canada
[via teleconference - minutes 11440 – 11464, except minute 11443]
 - R. Gupta, P.Eng., Finance Committee
[minutes 11440 – 11464, except minute 11443]
 - C. Harwood, P.Eng., Engineers Canada Director
[minutes 11444 – 11464]
 - S. Perruzza, P.Eng., CEO of the Ontario Society of Professional Engineers
[minutes 11444 – 11464]
 - B. Steinberg, CEO of Consulting Engineers Ontario
[minutes 11440 – 11464, except minute 11443]
 - W. Turnbull, P.Eng., Past Chair, Oakville Chapter
[minutes 11444 – 11464]

On Thursday evening, Council held a plenary session to discuss the Engineers Canada Educational Credential Assessment Proposal.

Council reconvened at 9:00 a.m. Friday, November 21, 2014.

CALL TO ORDER

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

**11440
APPROVAL OF AGENDA**

Moved by Past President Bergeron, seconded by Councillor Bhatia:

That:

- 1) the agenda, as presented to the meeting at C-497-1.1, Appendix A:**
 - a) be amended by:**
 - i. moving Regulatory items immediately after item 3.1 2015-17 Strategic Plan**

- 2) the Chair be authorized to suspend the regular order of business.**

CARRIED

Councillor Huang advised that Councillor Stauch was leaving Council and that her presence would be missed.

Councillor Huang congratulated Past President Bergeron for being recognized as one of the top 25 most influential women in Canada in the professional category.

**11441
PRESIDENT'S REPORT**

President Adams reported on the following matters:

- his meeting with Registrar McDonald and the Attorney General

during Queen's Park day to discuss Elliot Lake, Indian infrastructure, HRC items, Council size, the Fairness Commissioner regarding entry standards. It was requested that President Adams provide Council with a copy of his letter to the Attorney General regarding these matters. President Adams agreed to provide Council with a copy of the requested letter.

- his invitation to speak at the Chapters Leaders Conference and his challenge to each Chapter to come up with at least five Dun and Bradstreet reports per Chapter concerning small to medium companies involved in technology to be passed on to the Premier.

**11442
REGISTRAR'S REPORT**

Council was provided with a written update prior to the meeting.

**11443
IN-CAMERA SESSION**

Moved by Councillor Bhatia, seconded by Councillor Reid:

That Council move in camera.

CARRIED

While in-camera, Council:

- a) ratified the in-camera minutes from the 236th Executive Committee meeting held in August 2014;
- b) verified the in-camera minutes from the 496th meeting of Council held September 2014;
- c) approved the 2015 Order of Honour awards;
- d) approved the 2015 Gordon M. Sterling award;
- e) approved the data gathering and analysis plan for the repeal of the industrial exception;
- f) approved examination criteria for applicants who hold a Bachelor of Energy Systems Engineering degree from University of Ontario Institute of Technology's unaccredited energy systems engineering program;
- g) received a report regarding the policy review of Canadian experience requirements, technical exam programs and national mobility;
- h) received decisions and reasons of the Discipline Committee;
- i) received a legal update on legal actions in which PEO is involved;
- j) there were no issues reported regarding PEO's Anti-Workplace Violence and Harassment Policy.

**11444
2015 – 2017 STRATEGIC PLAN**

Council reviewed the Strategic Plan, associated strategies and the communications roll-out for the document.

Moved by President Adams, seconded by President-elect Chong:

That Council:

- a) **approve the Strategic Plan as presented to the meeting at C-497-3.1, Appendix A;**
- b) **approve the Strategies associated with the Strategic Plan**

- Document as presented to the meeting at C-497-3.1, Appendix B;
- c) instruct the Registrar to prioritize the Strategies largely in accordance with the Strategic Plan Council Survey Results as presented to the meeting at C-497-3.1, Appendix C;
 - d) authorize the Registrar to publicly release the Strategic Plan in accordance with the Communication Plan as presented to the meeting at C-497-3.1, Appendix D;
 - e) instruct the Registrar to provide updates on the progress of realizing the approved Strategies at the March, June and September Council meetings for the duration of the Plan period; and,
 - f) review, update and revise the Strategies, as circumstances warrant, as part of its June workshop for the duration of the Plan period.

CARRIED

11445

IMPLEMENTATION PLAN FOR ELLIOT LAKE

Council reviewed the Registrar’s proposed implementation plan for the Elliot Lake Commission of Inquiry recommendations requiring PEO action. Councillor Roney advised that the Elliot Lake Implementation Plan presented has been built into the Strategic Plan. It is the expectation of Commissioner Belanger that the government report back on the implementation status of the recommendations in his report.

Moved by Councillor Jones, seconded by Councillor Kuczera:

That Council table the Implementation Plan for Elliot Lake.

DEFEATED

Recorded Vote

For

Against

J.D. Adams
 T. Chong
 D. Chui
 B. Dony
 R. Fraser
 S. Gupta
 R. Jones
 E. Kuczera
 M. Long-Irwin
 C. Sadr
 M. Wesa

A. Bergeron
 I. Bhatia
 D. Brown
 G. Comrie
 L. King
 B. Kossta
 S. Reid
 S. Robert
 C. Roney
 R. Shreewastav
 M. Stauch
 R. Willson

Registrar McDonald confirmed that the proposed Implementation Plan does not set policy, it sets out policy intent. He reiterated Councillor Roney’s comments that the Commissioner recommended a progress report within 15 months of the release of the report.

Moved by Councillor Roney, seconded by Councillor Shreewastav:

That Council approve the review of the Implementation Plan for the Elliot Lake Commission of Inquiry Recommendations requiring PEO action, as presented to the meeting at C-497-4.1, Appendix A.

CARRIED UNANIMOUSLY
Recorded Vote

For

J.D. Adams
A. Bergeron
I. Bhatia
D. Brown
T. Chong
D. Chui
N. Colucci
G. Comrie
B. Dony
R. Fraser
S. Gupta
R. Jones
L. King
B. Kossta
E. Kuczera
M. Long-Irwin
S. Reid
S. Robert
C. Roney
C. Sadr
R. Shreewastav
M. Stauch
M. Wesa
R. Willson

That Council direct that the Committees identified at C-497-4.1, Appendix A, give this work the highest priority in their respective work plans.

CARRIED UNANIMOUSLY

A communication plan to inform the public of PEO's actions on this matter was suggested.

**11446
STATISTICS - COMPLAINTS, DISCIPLINE
AND LICENSING**

There were no comments or queries regarding the complaints, discipline and licensing statistics.

**11447
LEGISLATION COMMITTEE**

In response to a query regarding the scheduling of Committee submissions for review by the Legislation Committee, Councillor Dony advised that regulatory issues may be brought forward to the committee as they arise.

11448
COUNCILLOR ITEMS

- a) Meeting Conduct
Councillor Chui requested that the Chair grant greater flexibility regarding time limitations when discussing substantive issues.
- b) PRISM
Registrar McDonald reiterated that replacement of the PRISM system is a top priority for 2015. PEO's IT Department has worked on developing a solution that will be outsourced. The short list of bids will be going out shortly. Interested Chapters will be involved in the testing phase.
- c) East and West Central Region Government Liaison Program (GLP) Academy and Congress
Councillor Willson advised that he and Councillor Sadr have invited six Councillors who are not regional Councillors to attend the December 6th PEO East Central and West Central Region Government Liaison Program (GLP) Academy and Congress at PEO Head office. Any other interested Councillors are welcome as well.
- d) Councillor Stauch
Councillor Stauch thanked all of her fellow Councillors and staff for embracing her into the world of PEO and professional engineering during her six years as a Councillor. She has enjoyed her time with PEO, particularly her involvement with the various Committees that she served on. She advised that there is now an open position on the Education Committee for a Council liaison.

11449
OPEA GALA

Council considered a Memorandum of Understanding with OSPE that will ensure that the Gala will maintain its high standards and continues to meet the expectations of Council and volunteers. The Memorandum of Understanding also provides volunteers with the opportunity for input into future galas through the PEO/OSPE OPEA Gala Advisory Subcommittee. All PEO costs related to the Gala have been included in the 2015 Operational budget and mirror the figures in the 2014 Operational budget.

Moved by Past President Bergeron, seconded by Councillor Brown:

That Council authorize the Registrar to conclude a Memorandum of Understanding with OSPE, substantially in the form as presented to the meeting at C-497-3.2, Appendix A.

CARRIED

11450
2015 OPERATING BUDGET

Moved by President Adams, seconded by Councillor Willson:

That Council approve the draft 2015 operating budget as recommended by the Finance Committee and as presented at C-497-3.3, Appendix A.

CARRIED

**11451
2015 CAPITAL BUDGET**

Moved by Councillor Colucci, seconded by Vice President Wesa:

That Council approve the draft 2015 capital budget as recommended by the Finance Committee and as presented at C-497-3.4, Appendix A.

CARRIED

Registrar McDonald will provide a status update on APTIFY at the February Council meeting.

A business case analysis will be presented to Council regarding the 8th floor.

Staff will schedule a design meeting with interested Councillors Brown and Willson.

**11452
BORROWING RESOLUTION**

To help manage the working capital and provide convenience to senior volunteers and staff, Scotiabank provides PEO two credit facilities in the form of an operating overdraft and corporate credit cards.

Moved by President-elect Chong, seconded by Councillor Kossta:

That Council:

a) approve the borrowing of money upon the credit of the Association by way of:

- i. an operating overdraft up to an amount not to exceed CAD \$250,000; and**
- ii. use of corporate credit cards with an aggregate limit not to exceed CAD \$120,000**

b) in compliance with PEO's Internal Control Banking Policy, hereby confirms that this Borrowing Resolution is to expire on January 31, 2016.

CARRIED

**11453
PEO CORPORATE SOCIAL MEDIA POLICY**

The Corporate Social Media Policy will define the protocols for online engagement by PEO representatives and help to ensure accuracy, consistency, relevance and timeliness in PEO messaging across all channels.

Moved by Past President Bergeron, seconded by Councillor Kossta:

That Council approve the PEO Corporate Social Media Policy, as presented and amended to the meeting at C-497-3.6, Appendix A.

CARRIED

The Definition in the policy regarding Confidential information to be

amended to read “refers to all information **that would be subject to provision of Section 38 of the *Professional Engineers Act.*”**

**11454
ELECTIONS REGULATION – POLICY
IMPLEMENTATION – PRESIDENT’S RE-
ELECTION WAITING PERIOD**

In the course of drafting Regulations to implement Council’s policy decision to re-introduce a time restriction between a President completing his or her term of office and seeking subsequent election as President-elect, the Legislation Committee requested clarification from Council regarding its intent on the minimum time period.

Moved by Vice President Comrie, seconded by Councillor Dony:

To amend the motion passed on September 26, 2013 by replacing it with the following motion:

That PEO use its regulation-making powers to amend the Regulation to prohibit a President from holding office as President-elect for three years from the time when his/her term as president expires.

CARRIED

The Legislation Committee will present the amended regulation based on the approved President’s re-election time period to Council at a future date.

**11455
OSPE ADVOCACY COMMITTEE UPDATE**

A written report was provided.

**11456
ENGINEERS CANADA UPDATE**

A written report was provided.

**11457
REGIONAL CONGRESS OPEN ISSUES
REPORT**

A written report was provided.

**11458
CONSENT AGENDA**

Moved by Past President Bergeron, seconded by Councillor Roney:

That the Consent Agenda be approved as amended:

CARRIED

Included on the consent agenda are:

- 5.1 Minutes – 236th Executive Committee meeting – August 2014
- 5.2 Minutes – 496th Council Meeting – September 26, 2014
- 5.3 Approval of Consulting Engineer Designation Applications
- 5.5 Committees and Task Forces Human Resources and Work Plans
- 5.6 Complaints Review Councillor (CRC) Terms of Reference

Items removed from the consent agenda are:

- 5.4 Approval of 2015 Annual Roster

[Note: minutes 11459 to 11464 reflect the motions provided in the briefing notes presented to the meeting.]

**11459
MINUTES – 236TH EXECUTIVE COMMITTEE
MEETING – August 2014**

That the minutes of the 236th meeting of the Executive Committee, held on August 12, 2014, as presented to the meeting at C-497-5.1, Appendix A, be ratified.

CARRIED

**11460
MINUTES – 496TH COUNCIL MEETING –
September 26, 2014**

That the minutes of the open session of the 496th meeting of Council, held on September 26, 2014 as presented to the meeting at C-497-5.2, Appendix A accurately reflect the business transacted at that meeting.

CARRIED

**11461
APPROVAL OF CONSULTING ENGINEER
DESIGNATION APPLICATIONS**

That Council:

Approve the exemption from examinations and the applications for designation as Consulting Engineer as set out in C-497-5.3, Appendix A, Section 1 as presented to the meeting.

Approve the applications for re-designation as Consulting Engineer as set out in C-497-5.3, Appendix A, Section 2 as presented to the meeting.

CARRIED

**11462
COMMITTEES AND TASK FORCES HUMAN
RESOURCES AND WORK PLANS**

That the committee/task force work plans and human resources plans as presented at C-497-5.5 Appendices A to Q inclusive be approved.

CARRIED

**11463
COMPLAINTS REVIEW COUNCILLOR (CRC)
TERMS OF REFERENCE**

That the Complaints Review Councillor (CRC) Terms of Reference as presented at C-497-5.6, Appendix A be approved.

CARRIED

**11464
APPROVAL OF 2015 ANNUAL ROSTER**

Moved by Councillor Kossta, seconded by Councillor Willson:

That Council approve the 2015 PEO Committees and Task Forces Membership Roster as presented at C-497-5.4, Appendix A.

CARRIED

Past President Bergeron advised that a Conflict of Interest Policy is currently on the HRC agenda.

There being no further business, the meeting concluded.

These minutes consist of ten pages and minutes 11440 to-11464 inclusive.

DRAFT

Briefing Note – Decision

C-498-5.2

APPROVAL OF EXAMINATION PROGRAM AWARDEES

Purpose: To approve annual awards for members who have obtained professional engineering licensure in 2014 through the examination program.

Prepared by: Dale Power, Secretariat Administrator

Information, including recommended names, will be sent separately to Council members in the supplementary package mailing.

CHANGES TO 2015 COMMITTEES AND TASK FORCES MEMBERSHIP ROSTER

Purpose: To approve changes to Section 2 (Other Committees) of the 2015 PEO Committees and Task Forces Membership Roster.

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

[Committee and Task Force Policy, Role of Council (Items 3 and 4)]

That the recommended changes to the 2015 PEO Committees and Task Forces Membership Roster be approved as presented at C-498-5.3, Appendix A.

Prepared by: Fern Gonçalves, CHRP, Director People Development

Moved by: Councillor Colucci, P.Eng.

1. Need for PEO Action

It is the role of Council to approve annual rosters of committee members under the Committees and Task Forces Policy (Role of Council, Item 4), and authorize the membership of those volunteers who formally participate on its behalf through membership on committees and task forces. Furthermore, Council is asked to approve volunteer members of committees and task forces in accordance with PEO's insurance policy requirements.

Council approved a Roster of Committees and Task Forces at the November 21, 2014 meeting.

Appendix A sets out "Changes to Section 2 (Other Committees Reporting to Council) of the Roster" that require Council approval at this time.

2. Proposed Action / Recommendation

Approve the changes to Section 2 (Other Committees) of the 2015 PEO Committees and Task Forces Membership Roster as per the Committees and Task Forces Policy, Role of Council (Items 3 and 4).

3. Next Steps (if motion approved)

- a. If approved, the newly appointed and re-appointed members will be notified accordingly.
- b. The updated *2015 Committee and Task Force Membership Roster* will be posted on PEO's website.

4. Peer Review & Process Followed

| | |
|-------------------------|--|
| Process Followed | Committees and Task Forces Policy – Role of Council <i>Item 3:</i> Approve the committee-elected Chair. <i>Item 4:</i> Approve the annual roster of committee members. Council delegates authority to make interim appointments to committees during the year to the Registrar, subject to Council confirmation at the next scheduled meeting. |
|-------------------------|--|

5. Appendices

- Appendix A – Changes to 2015 PEO Committees and Task Forces Membership Roster.

**Changes to Section 2 (Other Committees Reporting to Council)
of the 2015 Committees and Task Forces Roster**

498th Council Meeting

Committee/Task Force Appointments:

| New members | Service | Committee |
|-------------------------------|---------------------|--|
| Sean McCann, P.Eng. | Jan 2015 – Dec 2015 | Advisory Committee on Volunteers (ACV) |
| Rob Kivi, P.Eng. | Jan 2015 – Dec 2015 | Consulting Engineer Designation Committee (CEDC) [CEO representative] |
| Will Teron, P.Eng. | Nov 2014 – Dec 2015 | Consulting Engineer Designation Committee (CEDC) – Southern subcommittee |
| Saverio Pota, P.Eng. | Jan 2015 – Dec 2015 | Experience Requirements Committee (ERC) |
| Bill Allison, P.Eng. | Nov 2014 – Dec 2015 | Government Liaison Committee (GLC) [CEO representative] |
| Rakesh Shreewastav, P.Eng. | Nov 2014 – Dec 2015 | Government Liaison Committee (GLC) [Engineers Canada’s Bridging Government and Engineers representative] |
| Heather Swan, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee (Chair) |
| Shovini Dasgupta, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| Mohsen Keyvani, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| Dickson Odame-Osafo, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| Steven Rose, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| Donna Serrati, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| John Severino, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| Betsy Varghese, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |
| Andrew Steen, P.Eng. | Jan 2015 – Dec 2015 | Professional Standards Committee (PSC) – Structural Engineering Assessment Guideline subcommittee |
| Col. Simon Sukstorf, P.Eng. | Dec 2014 – Dec 2015 | Registration Committee (REC) |

**Changes to Section 2 (Other Committees Reporting to Council)
of the 2015 Committees and Task Forces Roster**

498th Council Meeting

The proposed volunteers have completed a formal application process and, in consultation with the Committee Advisor for their respective committee, were evaluated by the Director, People Development, and are being recommended to serve as noted.

Changes to the Committee and Task Force Roster:

| Changes | Service | Committee |
|----------------------------|---------------------|---|
| Christopher Kan, P.Eng. | Jan 2015 – Jan 2016 | Advisory Committee on Volunteers (ACV) – Chair (re-elected) |
| Doug Hatfield, P.Eng. | Jan 2015 – Jan 2016 | Advisory Committee on Volunteers (ACV) – Vice Chair |
| Samer Inchasi, P.Eng. | Jan 2015 – Jan 2016 | Education Committee (EDU) – Chair (re- elected) |
| Michael Arthur, P.Eng. | Jan 2015 – Jan 2016 | Education Committee (EDU) – Vice Chair (re-elected) |
| Santosh Gupta, P.Eng. | Dec 2014 – Dec 2015 | Experience Requirements Committee (ERC) – Chair (re-elected) |
| Daniel Kiguel, P.Eng. | Dec 2014 – Dec 2015 | Experience Requirements Committee (ERC) – Vice Chair |
| Darla Campbell, P.Eng. | Jan 2015 – Jan 2016 | Government Liaison Committee (GLC) – Chair |
| Gabe Tse, P.Eng. | Jan 2015 – Jan 2016 | Government Liaison Committee (GLC) – Vice Chair |

Committee and Task Force Resignations:

| Resigned members | Service | Committee |
|----------------------------------|-----------------|--|
| Peter Golem, P.Eng. | 1993 – Jan 2015 | Consulting Engineer Designation Committee (CEDC) |
| Barry Steinberg, P.Eng. | 2010 – Dec 2014 | Consulting Engineer Designation Committee (CEDC) [CEO representative] |
| Robert Hindle, P.Eng. | 1995 – Jan 2015 | Complaints Committee (COC) |
| Jonathan Risto, P.Eng. | 2011 – Dec 2014 | Government Liaison Committee (GLC) [Engineers Canada’s Bridging Government and Engineers representative] |
| William Rutherford (deceased) | 2008 – 2013 | PEO-OAA Joint Liaison Committee (JLC) |
| Shahram Shafiee, P.Eng. | Jan 2015 | Professional Standards Committee (PSC) – Solid Waste Management Guideline subcommittee |

APPOINTMENT OF PEO REPRESENTATIVE TO OACETT COUNCIL

Purpose: To appoint a PEO representative to the Council of the Ontario Association of Certified Engineering Technicians and Technologists (OACETT).

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

That Changiz Sadr, P.Eng. be re-appointed as PEO’s representative on the Council of the Ontario Association of Certified Engineering Technicians and Technologist, from June 2015 to June 2017.

Prepared by: Fern Gonçalves, Director People Development

Moved by: Sharon Reid, C. Tech

1. Need for PEO Action

The governance structure of the Ontario Association of Certified Engineering Technicians and Technologists’ provides one position for a professional engineer on its Council.

PEO has received a request from OACETT for the re-appointment of Councillor Sadr to continue for a second two-year term from June 2015 to June 2017. In May 2013, PEO had received a formal request from OACETT for a PEO Councillor to serve on its Council for a two-year term, as Phil Maka, P.Eng., the previous PEO representative on the OACETT Council, was due to complete his second two-year term on June 1, 2013. Councillors interested in the position submitted their application, and at its June 10, 2013 meeting, Council passed a motion to appoint Changiz Sadr, P.Eng. to represent PEO on the OACETT Council from June 2013 to June 2015.

2. Proposed Action / Recommendation

That Council re-appoint Councillor Changiz Sadr to serve on the OACETT Council for a two-year term.

3. Next Steps (if motion approved)

- If the motion is approved, OACETT will be advised of Council’s decision.

4. Peer Review & Process Followed

| | |
|----------------------------------|---|
| Process Followed | <ul style="list-style-type: none"> • Formal e-mail request received from Stephen Morley, C.E.T., C.I.M., President, OACETT to re-appoint Changiz Sadr, P.Eng. • Registrar contacted Changiz Sadr, P.Eng., to confirm his willingness to continue as PEO’s representative on the OACETT Council. |
| Council Identified Review | N/a |
| Actual Motion Review | N/a |

5. Appendices

- Appendix A – E-mail from OACETT requesting PEO to re-appoint the current PEO representative to its Council

Brenda Caplan

From: Debbie Drainville [ddrainville@oacett.org]
Sent: Monday, January 19, 2015 1:27 PM
To: Dave Adams
Cc: Brenda Caplan; Stephen Morley
Subject: PEO Representative to OACETT Council

Dear David,

This letter is a request to PEO to supply to OACETT an individual's name as the PEO representative to sit on the OACETT Council for the 2015-2017 Term of Council.

OACETT would value the continued representation from your existing representative, Changiz Sadr, for an additional 2 year term.

I believe this appointment is important as it will facilitate a better understanding of the priorities and ongoing initiatives of both associations and provide a transfer of information that will allow us to support each other on key initiatives. I see this as a way of building stronger PEO/OACETT relations.

Please contact me or Debbie Drainville, Manager of Board Affairs (ddrainville@oacett.org), should you need further information.

I look forward to hearing from you soon.

Sincerely,

Stephen Morley, C.E.T., C.I.M.
President, OACETT