

Minutes of the Board of Directors meeting **of the Ontario Association of Certified Engineering Technicians and Technologists (OACETT)**

February 27, 2026 (Virtual)

Present:

Christopher van Dop , C.E.T.	President
Stephanie Nuttall-Pesheau , C.E.T., CAPM	President-Elect
Norman Sandberg , C.E.T.	Central Region
Brian Raymond , CD, C.E.T.	Eastern Region
Scott Martin , C.Tech.	Horseshoe Region
Steven Finley , A.Sc.T., rcca	Northern Region
Taylor Rohmann , C.E.T., PMP	Toronto Region
Lara Widdifield , C.E.T.	Western Region
Mladen Ivankovic , C.E.T.	Young Professionals Representative
Camille Glover	Public Representative
Alex Zebadua	Student Representative

Staff:

Cheryl Farrow , MBA, CAE	Chief Executive Officer
Lily Rudeychuk , CPA, MBA	Director, Finance and Corporate Services
Barry Billing	Director, RPP OACETT Registrar
David Terlizzi	Director, MES, Government Relations
Elle Armstrong	Administrator, Executive Office

Regrets:

Micheal Mooney , C.E.T.	Past-President
Riley Burton	Heads of Technology Representative

❖ President's opening remarks and call to order

President Christopher van Dop called the meeting to order at 1:05 p.m. He welcomed the Board and noted that the meeting was being recorded for accuracy of minutes. He also offered a land acknowledgment recognizing the diverse Indigenous peoples connected to these territories.

❖ Disclosure of Conflicts of Interest

Norman Sandberg disclosed a potential conflict of interest related to the in-camera session. He advised he may excuse himself from the in-camera discussion depending on its direction.

No other conflicts of interest were declared.

❖ Approval of the Board Meeting Agenda

Following a pre-meeting discussion between President van Dop, Past-President Mooney, President-Elect Nuttall-Pesheau, Barry Billing and Taylor Rohmann (Chair of the Registration and Professional Practice Committee (RPPC)), it was agreed that Item 5.1: Good Character Declaration Update re. Criminal Convictions required further discussion within RPPC and was removed from the agenda. It will be brought forward at the May Board meeting.

5996 Moved by Taylor Rohmann, Seconded by Norman Sandberg and Carried. Resolved that the Board of Directors approves the agenda as amended.

CONSENT AGENDA

❖ Approval of the Consent Agenda

A motion was introduced to approve the consent agenda. Prior to the vote, Mladen Ivankovic, Chair of the Young Professionals Committee (YPC), requested that Item 3.1: Re-approval of the Minutes of the November 21-22, 2025 Meeting, be pulled from the Consent Agenda for separate discussion.

5997 Moved by Mladen Ivankovic, Seconded by Norman Sandberg and Carried. Resolved that the Board of Directors approves the items in the Consent Agenda as amended.

❖ Re-approval of the Minutes of the November 21-22, 2025 Meeting (Item 3.1 – Pulled for Discussion)

Mr. Ivankovic requested that the minutes be pulled to raise a concern about a prior meeting's decision regarding the annual conference, prompting clarification from the CEO that such issues should be addressed during minute approval and the period available to record questions/objections would be confirmed with legal counsel. Mr. Ivankovic emphasized the conference's importance for member networking, professional development, and student engagement, noting he would have opposed removing it from future budgets, while staff clarified that the intention was not to eliminate the conference but to redesign it in a regional format with a year-end gala retained. President van Dop confirmed no formal Board decision had been made and that the Member Engagement and Services Committee would bring forward new proposals, with the Board agreeing to place the matter on the agenda for the May meeting.

5998 Moved by Brian Raymond, Seconded by Lara Widdifield and Carried, with one Abstention. Resolved that the Board of Directors approves Item 3.1 of the Consent Agenda, including the Minutes and related Outstanding Action Items and Board Motions, as presented.

FINANCE AND AUDIT (FA)

❖ Fiscal 2025 Year-end Unaudited Financial Statements (Preliminary) and Treasurer's Report

Brian Raymond, Treasurer and Chair of the Finance and Audit Committee (FAC), presented the unaudited year-end financial statements. Year-end revenue and expenses were slightly above target, primarily due to the Skills Development Grant and unexpected legal fees. The net balance is essentially on budget operationally. The investment portfolio showed significant

unrealized gains, resulting in a strong positive year-end balance. The statements will be subject to external audit, and a more comprehensive report will follow.

In response to a question Lily Rudeychuk clarified that the AMS (legacy system)/Dynamics 365 CRM variance reflects ongoing efforts to reduce costs, with a 45-hour budget reduction in progress for 2026.

It was noted that a legacy label in the financial statements ("Professional Affairs and Services (PAS)") should be updated to reflect MESC (Member Engagement and Services Committee), which staff acknowledged and committed to correct.

No motion required – financial statements received for information.

❖ **Investment Policy (new)**

Mr. Raymond presented a proposed investment policy — the first formal policy of its kind for the organization. The policy was created to formalize and document the existing investment portfolio framework and establish guiderails for rebalancing OACETT's portfolio. The Board had previously discussed divesting from US-based securities in line with provincial and federal government direction, though no formal motion was found on record; the divestment decision was made by management. The FAC will continue to review the policy, including the US-based investments section, and Board members with feedback are encouraged to contact Mr. Raymond.

During the discussion on Canadian versus US-based goods and services subscriptions, staff directors confirmed that they always seek Canadian alternatives first, noting that certain services (e.g., online proctoring) are only available through US or international providers.

**5999 Moved by Brian Raymond, Seconded by Lara Widdifield and Carried.
Resolved that the Board of Directors approves the Investment Policy as presented, as recommended by the Finance and Audit Committee.**

❖ **GP203 Financial Reimbursement Policy**

Mr. Raymond presented proposed amendments to the travel section of GP 203 Financial Reimbursement Policy. The revised policy introduces a travel plan framework modeled after Ontario provincial committee practices, under which individuals submit a travel plan in advance and any travel within the plan requires no additional approval. Travel outside the plan requires advance communication and pre-approval. In the event of a reimbursement dispute, the Treasurer (not staff) will serve as the final arbiter. Future revisions will address OACETT credit card usage.

A question was raised regarding itemized receipts for tap-based transit (e.g., GO Train or TTC subway). Mr. Raymond acknowledged this gap and committed to bringing the matter to the FAC for further review.

6000 Moved by Brian Raymond, Seconded by Mladen Ivankovic and Carried. Resolved that the Board of Directors approves the amendments to the Travel section of Policy GP203, as recommended by the Finance and Audit Committee.

❖ **Expensify Training**

Ms. Rudeychuk introduced Expensify as the new expense management platform for Board members and staff. A short demonstration video was shown. Key features include mobile and web access, receipt scanning with smart-read technology, automatic mileage calculation, and expenses grouped into reports for one-tap submission. Board members will receive an email invitation to activate their accounts. Chapter chairs will use a separate, lighter-weight platform given lower expense frequency. Credit card holders, including the President and President-Elect, will receive separate scheduled training.

No motion required – information item.

REGISTRATION AND PROFESSIONAL PRACTICE (RPP)

❖ **Good Character Declaration Update re: Criminal Convictions**

Mr. Rohmann, Chair of the Registration and Professional Practice Committee (RPPC) confirmed that Item 5.1 was removed from the agenda following pre-meeting discussions. The item requires further consideration and may be referred to the RPPC or a dedicated task force for further development prior to the May meeting.

❖ **Fellow Nominations**

A confidential discussion followed regarding Fellow OACETT nominations. This section has been redacted from the final Board Meeting Minutes, until all Fellow OACETT recipients have been notified and the information has been shared publicly.

MEMBER ENGAGEMENT AND SERVICES (MES)

❖ **Proposed Dues Changes**

Steven Finley, Chair of the Member Engagement and Services Committee (MES), presented a proposal to reduce the student membership dues and adjust the post-graduate discount period. The proposal would reduce annual student dues from \$72 + HST to \$50.00 all-inclusive, effective January 1, 2027, and reduce the post-graduation 50% dues discount period from two years to one year. The projected student membership target is 1,200 members, up from 936 in 2025.

Mr. Raymond, as Treasurer and FAC Chair, fully supported the reduction and suggested further adjustments may be appropriate if membership grows. A question was raised about provisions for members unable to secure employment within the first year; staff explained that OACETT's data indicates most graduates find employment within 6–8 months, and the one-year discount

was designed to cover the majority of that transition period. Stephanie expressed concern that recent graduates not yet certified may find the transition to full dues challenging, given the two-year work experience requirement for certification.

Concerns were also raised about declining college and polytechnic enrollment, citing recent announcements at Humber and Algonquin, and whether the 1,200 member target is achievable in the current environment. Staff acknowledged the challenging environment but noted that OACETT currently reaches only approximately 1–2% of available classrooms. New strategies, including campus hubs, student clubs, HubSpot-based volunteer coordination, and chapter engagement, are being deployed to grow student membership.

6003 Moved by Steven Finley, Seconded by Lara Widdifield and Carried, with One Opposed.

Resolved that the Board of Directors approves changing the student dues rate to \$50.00 inclusive of taxes, and reducing the post-graduate 50% discount from two years to one year, effective January 1, 2027, as recommended by MESC.

LEGAL

❖ Protection of Title – Update

Cheryl Farrow, CEO provided an information update related to the protection of title case against Kal Tire. The Board previously approved proceeding with an appeal after an unsuccessful first injunction attempt. The appeal factum has been submitted. A hearing is not expected before August 2026, and a decision is not expected before 2026 year-end.

No motion required – information item.

❖ Member Meeting – Update on Meeting re. Procedural Concerns

President van Dop provided an update on procedural concerns raised by a member following the September 16, 2025 Special Meeting of Members regarding the designation and association name changes. A remediation meeting with the concerned members was held on February 4, 2026 and included OACETT's legal counsel and Parliamentarian. Proposed remedies were presented, and attendees were reported to be satisfied. Attendees requested a formal complaints mechanism; staff confirmed that one is already in place within the Board of Directors Code of Conduct. Follow-up actions include refining the definitions related to proxies in advance documentation.

No motion required – information item.

❖ Protection of Professional Technologist Official Mark

Ms. Farrow outlined OACETT's plan to manage and protect the Professional Technologist (P.Tech.) official mark. Four strategic actions were presented for Board approval.

Discussion included considerations such as potential responses from Alberta and British Columbia, Quebec's use of the designation and federal trademark jurisdiction, the French version of the official mark ("technologue professionnel") and its registration status, and the cost of renewing the trademark every five years.

6004 Moved by Taylor Rohmann, Seconded by Stephanie Nuttall-Pesheau and Carried. Resolved that the Board of Directors approves the recommendations with respect to the Professional Technologist official mark as presented.

NAME CHANGE

❖ Interpretation of “Common National Title”

President van Dop raised a question of interpretation regarding the motion passed at the September 16, 2025 Special Meeting of Members, which committed OACETT to adopting the P.Tech. title provided that "all current members of Technology Professionals Canada" (TPC) commit to it before 2030. The question before the Board was whether "all current members" refers to TPC membership as constituted on September 16, 2025 — which included BC and Alberta — or to current TPC membership at any given point in time.

A consensus from the September Board meeting was recalled that the reference was to TPC membership at the time of the vote, which included BC and Alberta. It was discussed that the motion should still stand regardless of changes in TPC's composition, and that BC and Alberta's departure does not nullify the motion. The goal remains a common national designation, and disregarding BC and Alberta could undermine that intent.

It was recommended that both the Board meeting and Special Meeting transcripts be reviewed to confirm what was communicated to members, with priority given to the Special Meeting record if there are contradictions. No motion was made. Staff will review available transcripts and recordings from both the September Fireside Chat and Special Meeting as well as prior Board discussions, and a report with recommendations will be presented at a future meeting, likely the May in-person Board meeting.

FIRESIDE CHAT

❖ Debrief of February 25 Fireside Chat

President van Dop invited feedback on the Fireside Chat format. Overall, member reception was very positive. It was noted that current Q&A moderation practices — filtering general comments, using the panelist direct-reply function for off-topic questions, and prioritizing questions with the most upvotes — remain effective, and the Board agreed to continue applying these practices in future sessions.

GOVERNANCE, POLICY AND STRATEGY (GPSC)

❖ Further Policy Updates

Norman Sandberg, Chair of the Governance, Policy and Strategy Committee (GPSC), presented updates to two governance policies.

GP 104 – Board of Directors Code of Conduct: The key clarification reviewed by the GPSC was changing the word "malice" to "harmful intent," accepted as more inclusive and broader in scope. Other updates reflect recommendations from the Belonging and Inclusion Committee (BIC).

GP 401 – Proxies (renamed: Meetings of Members): Major revisions define two proxy types — general proxy and limited proxy — and designate the President-Elect as the default proxy holder unless a specific individual is named. If a member who has submitted a proxy subsequently attends the meeting, the proxy is automatically revoked upon sign-in through the GetQuorum platform. Requests to add agenda items or propose amendments to motions must be submitted at least 15 days in advance of the meeting. Members with limited proxies may update their vote if agenda changes/amendments are announced within the 15-day window. No amendments may be submitted from the floor, as this would nullify limited proxies. The deadline to submit proxies has been reduced from 48 to 24 hours.

6005 Moved by Norman Sandberg, Seconded by Stephanie Nuttall-Pesheau and Carried.

Resolved that the Board of Directors approves as presented the updates to GP 104 Board of Directors Code of Conduct and GP 401 Proxies as recommended by the Governance, Policy and Strategy Committee.

❖ **Bylaw Updates to bring to the Annual General Meeting (AGM)**

Mr. Sandberg presented proposed updates to Bylaw 20. Key changes include the incorporation of the Student Board Representative and the clarification and alignment of proxy procedures with the GP 401 revisions.

A preference was noted for ensuring proxy submission deadlines do not fall on Sundays or statutory holidays. It was confirmed that as the AGM is always held on a Saturday, the 24-hour deadline would fall on a Friday in most cases. The President confirmed that any other special meetings would be scheduled to avoid Sunday deadlines.

6006 Moved by Norman Sandberg, Seconded by Taylor Rohmann and Carried.

Resolved that the Board of Directors approves as presented the updates to Bylaw 20, as recommended by the Governance, Policy and Strategy Committee.

NOMINATING COMMITTEE

❖ **Appointment of Selection Committee**

President van Dop presented the proposed composition of the Selection Committee for the 2026–2027 term (responsible for nominating the Nominating Committee):

- Alex Lusty – Former Appointed Board Member and Public Representative

- Daniel Liao – Former Appointed Board Member and Heads of Technology (HOT) Representative
- Micheal Mooney – Past-President and Nominating Committee Chair

6007 Moved by Mladen Ivankovic, Seconded by Norman Sandberg and Carried. Resolved that the Board of Directors approves Alex Lusty, former Appointed Board member and Public Representative, Daniel Liao, former Appointed Board member and Heads of Technology Representative, in addition to Past-President and Nominating Committee Chair Micheal Mooney, to serve as the Selection Committee for the 2026–2027 term.

DISCUSSION (DEFERRED ITEM)

❖ Outcomes of the Organization Culture Exercise

By agreement of the Board, this item was deferred to the May 2026 in-person meeting due to time constraints.

UPCOMING MEETINGS

- ❖ Wednesday April 15, 2026: 5:00 p.m. – 7:00 p.m. -- Online – MS Teams
- ❖ Friday May 29- Sunday May 31, 2026- Meeting and Conference – In-Person – Sheraton Hamilton Hotel (116 King St W, Hamilton, ON L8P 4V3)
- ❖ Saturday June 6, 2026: 10:00 a.m. – 12:30 p.m. -- Online – Virtual AGM

NEW BUSINESS

No New Business was brought forward to the Board of Directors.

IN CAMERA

6008 Moved by Stephanie Nuttall-Pesheau, Seconded by Lara Widdifield and Carried that the Board of Directors would move in-camera.

6009 Moved by Mladen Ivankovic, Seconded by Steven Finley and Carried that the Board of Directors move out of the in-camera session.

ADJOURNMENT

President van Dop made his closing remarks, thanking everybody for their participation. He declared the meeting adjourned at 5:45 p.m., as moved by Steven Finley.