AGENDA

OACETT Board of Directors Meeting (In-Person)
Friday, November 20 – Saturday, November 21, 2026

Noon – 5:00pm // 9:00am – 12:00pm
In-Person at The Walper Hotel – JVD by Hyatt
20 Queen St. S., Kitchener ON, N2G 1V6

Dress code: Business casual attire is recommended for the meeting. For the Friday glass-blowing activity, attendees are encouraged to wear comfortable, casual clothing suitable for the experience.

A quick reminder about voting:

All Board members present at the meeting have the right to vote on every motion. Staff, observers and guests also do not have the right to vote. It is expected that every Board member will vote on each motion and will make a decision either for or against. The President/Chair only votes in the event that a tie needs to be broken. A vote to abstain should only be used if a Board member has a conflict (which should be declared to the Chair prior to discussion) or, in the case of approving minutes, a Board member might abstain if they were not in attendance at the meeting for which the minutes are being approved. If you do not feel that you have enough information to make a decision, you need to request further information until you do feel sufficiently informed. If the requested information is not available, you should move to table the motion until the requested information can be provided.

Please refer to the Board Manual or SharePoint repository for more information.

❖ Friday, November 20, 2026

Lunch will be served at 12:00 p.m. in the Oak Lobby.

The meeting will begin at 1:00 p.m. in the King Conference Room.

- ***Hotel Check-in: 3:00 p.m. Bags can be stored in the Oak Room or at the Front Desk prior to check-in.***

1:00 pm - PRESIDENT'S OPENING REMARKS, LAND ACKNOWLEDGEMENT, AND CALL TO ORDER

Please note that the Board meeting is being recorded for the purpose of accuracy of minutes.

1. **DISCLOSURE OF CONFLICTS OF INTEREST** *(5 minutes)* Christopher

2. **BOARD AGENDA** *(5 minutes)* Christopher

Motion to **APPROVE** required

3. CONSENT AGENDA *(10 minutes)* Christopher

3.1 Outstanding Action Items and Board Motions
- 3.1a Update against Action Items – September 25, 2026 Meeting
- 3.1b List of Board Motions - November 21-22, 2026

3.2 CEO Report – 2026 Strategic Plan and Action Plan tracking framework
3.3 President's Report
3.4 Belonging and Inclusion Committee (BIC) Report
3.5 Finance and Audit Committee (FAC) Report
3.6 Governance, Policy and Strategy Committee (GPSC) Report
3.7 Member, Engagement and Services Committee (MESC) Report
3.8 Registration and Professional Practice Committee (RPPC) Report
3.9 Registrar's Report
3.10 Young Professionals Committee (YPC) update
3.11 Student Representative Report
3.12 Heads of Technology (HOT) Report

3.13 Report Highlights (verbal update)

Motion to **APPROVE** required

4. FINANCE AND AUDIT (FA) *(60 minutes)*

4.1	Final Initiatives Plans and 2027 Budget	Brian
4.2	Year-to-Date Financials and Final Forecast	Brian
4.3	Risk Register	Brian
4.4	Report on Investment Review	Brian
4.5	Financial Reimbursement Policy (GP203)	Brian

Motion(s) to **APPROVE** required

5. GOVERNANCE, POLICY AND STRATEGY (GPS) *(20 minutes)*

5.1 Selection Committee Terms of Reference (TOR110) *(new)* Norman/Micheal

Motion to **APPROVE** required

6. REGISTRATION AND PROFESSIONAL PRACTICE (RPP) *(20 minutes)*

6.1	Proposed By-Law Changes	Taylor
6.2	Update to the Good Character Declaration re. criminal convictions	Taylor

Motion(s) to **APPROVE** required

There will be a Coffee & Snack Break in the Oak Lobby between 2:00 p.m. to 3:00 p.m.

- **BREAK** (*10 minutes) >>* ***Hotel Check-in: 3:00 p.m.***

7. NAME CHANGE *(20 minutes)*

7.1	Clarify the Interpretation of "Common National Title"	Christopher/ Cheryl

Motion to **APPROVE** *may* be required

8. STRATEGIC PLANNING *(90 minutes)*

8.1	Strategic Planning review	Norman/All

Motion to **APPROVE** required

Board members are asked to meet in the hotel lobby at 5:30 p.m. for transportation to the off-site glass-blowing experience at the Canadian Clay and Glass Gallery and dinner at the Bauer Kitchen.

❖ Saturday, November 21, 2026

Breakfast will be served between 7:30 a.m.-9:00 a.m. in the Oak Room, followed by a 10:00am Coffee Break in the King Conference Room.

The Board meeting will commence at 9:00 a.m. in the King Conference Room.

- ***Hotel Check-out: 11:00 a.m. Bags can be stored in the in the Oak Room or at the Front Desk following check-out.***

9:00 am - PRESIDENT'S OPENING REMARKS AND CALL TO ORDER

Please note that the Board meeting is being recorded for the purpose of accuracy of minutes.

9. FIRESIDE CHAT *(15 minutes)*

9.1	Debrief of November 19 Fireside Chat	Christopher

10. LEGAL *(40 minutes)*

10.1	Update to Code of Ethics and Rules of Professional Conduct	Taylor/Barry
10.2	Update from Legal Services Review Working Group	Camille
10.3	Indigenous Obligations	Lara/Cheryl

Motion to **APPROVE** required

11. DISCUSSION *(60 minutes)*

11.1	Indigenous Cross-Cultural Awareness Session Debrief	Christopher/All
11.2	Outcomes of the Organizational Culture Exercise	Christopher/ Cheryl

- **BREAK** (*10 minutes) >>* ***Hotel Check-out: 11:00am***

12. NOMINATING COMMITTEE *(20 minutes)*

12.1 Update regarding Nominating Committee — Christopher

13. MEETINGS

- ❖ Friday, February 26, 2027 (1:00 p.m. – 5:00 p.m.) -- Online – MS Teams
- ❖ Wednesday, April 28, 2027 (5:00 p.m. 7:00 p.m.) -- Online – MS Teams
- ❖ Saturday, June 5, 2027 (10:00 a.m. – 12:30 p.m.) -- Online – Virtual AGM
- ❖ June Board Meeting (Date TBD) -- Location TBD (Regional Hub)

14. NEW BUSINESS *(5 minutes)*

(Reminder: Any new business should be proposed to the Chair prior to the meeting.)

15. IN-CAMERA *(30 minutes)*

15.1 With CEO present
15.2 Without CEO present

*** Note: As per the Board Orientation slide deck, here is what in-camera means for OACETT:*

We will include in camera sessions (meaning without guests or staff) at the in-person Board meetings – one with the CEO and one without the CEO:

- ***When we meet with the CEO**, it will be an opportunity to discuss any sensitive issues about the performance of the operation without other staff present.*
- ***When we meet without the CEO**, it will be an opportunity to provide confidential feedback about the CEO's performance, which will be shared with the CEO in aggregate by the President following each in-person meeting.*

16. ADJOURNMENT

Boxed lunch will be available for takeaway at 12:00 p.m. in the Oak Room.

FOR REFERENCE:

OACETT- Rules of Order Summary Sheet.pdf

Teams Etiquette for OACETT Board Meetings.pdf

Terms of Reference & Policies