

Minutes of the Outgoing Council meeting of the Ontario Association of Certified Engineering Technicians and Technologists (OACETT)

Thursday June 1, 2023 at 9:00am-10:40am

Hybrid (via Zoom) and In-Person at the Hilton Niagara Falls/Fallsview Hotel &
Suites- Victoria Falls Room

Present:

Kim Pickett C.E.T., L.E.T.	Outgoing Past President
Rosanna Baggs , C.E.T., rcji,	Outgoing President/Incoming Past-President
Micheal Mooney , C.E.T.	Incoming President/Outgoing President-Elect
Christopher van Dop , C.E.T	Incoming President-Elect/Outgoing Vice-President IETO
Shervin Reyhani , C.E.T	Vice-President PAS
Jennifer Hazelton , C.Tech.	IETO Councillor, Central Region
David Cotter , C.E.T.	PASB Councillor, Central Region
Louis Savard , C.Tech.	PASB Councillor, Eastern Region
Rasheed Khan , A.Sc.T.	IETO Councillor, Horseshoe Region
Salvadore Ingraldi , C.Tech	PASB Councillor, Horseshoe Region
Stephanie Pesheau , C.E.T.	IETO Councillor, Northern Region
Michel Jerome , C.Tech.	PASB Councillor, Northern Region
Jose Catilo , C.E.T	IETO Councillor, Toronto Region
Michael Belmonte , A.Sc.T.	IETO Councillor, Western Region
Whitney Jardine , C.E.T.	PASB Councillor, Western Region (<i>**Joined the meeting virtually at 9:10am, left at 9:20am and rejoined at 9:50am</i>)
Ranjan Bhattacharya	Heads of Technology
Tim Kirkby , P.Eng., C.E.T.	PEO Representative
Ian Howcroft	Member-at-Large
Alex Lusty	Public Representative
Charles Gilmer	Student Representative (<i>**Attended the meeting virtually</i>)

Staff:

Cheryl Farrow , MBA, CAE	Chief Executive Officer
Arshad Zaver , CPA, CA	Director, Finance and Corporate Services
Barry Billing	Director, IETO & Registrar
David Terlizzi	Director, PASB & Government Relations
Elle Armstrong	Administrator

Regrets:

Marie-Pierre Grenier , C.Tech	IETO Councillor, Eastern Region
Reginald Grieco , C.E.T.	PASB Councillor, Toronto Region

President's opening remarks and call to order

President Mooney called the meeting to order at 9:01am and welcomed Council and guests, noting the meeting was being recorded for accuracy of minutes.

Approval of the Council Agenda

**5848 Moved by Salvadore Ingraldi, Seconded by Ian Howcroft and Carried.
Resolved that Council approves the agenda as presented.**

Approval of the Consent Agenda

**5849 Moved by David Cotter, Seconded by Rosanna Baggs and Carried.
Resolved that Council approves the items in the Consent Agenda as presented.**

The Consent Agenda items include:

- 2.1 Adoption of Minutes**
 - 2.1a Council Meeting April 26, 2023**
 - 2.1b List of Council Motions**
 - 2.1c OAB Meeting May 18, 2023**
 - 2.1d List of OAB Motions**
- 2.2 PASB Report and Young Professionals Committee update**
- 2.3 IETO Report**
- 2.4 CEO Report – Update against Strategic Plan and Action Plan**
- 2.5 PEO Report**
- 2.6 Skills Ontario Report**

FINANCE

YTD Financials as of March 31, 2023

Mr. Arshad Zaver introduced the Year-to-Date Financials, as of March 31, 2023 highlighting the Variance Report in the meeting package for Q1. In the report, he outlined a surplus of \$2.2M, largely due to recognized revenue carried over from FY 2022. This reflects 60% of budgeted revenue achieved, including 72% of budgeted dues revenue and 23% of budgeted non-dues revenue (which is ahead of plan, when compared with last year and the YTD budget). He highlighted some sources of revenue that are underperforming when compared with last year, (such as Sponsorship revenue), explaining that he anticipates this revenue to be collected later in the year.

Mr. Zaver also reviewed the Expense categories, reporting that staff-related expenses were higher when compared with last year, which is due to filling various staff vacancies. There is currently a surplus of reserves which have not been used yet, but which are expected to be accessed later in the year. Mr. Zaver invited any questions or comments from Council, to which there were none.

REGISTRAR'S REPORT

Mr. Barry Billing provided a detailed review of the Registrar's report. He shared that the Technology Stewardship Practice Pilot Program had concluded on May 31 and had resulted in 70 members signing up to participate, with 39 members completing or nearly completing the program. After conducting both a mid-term and end-of-term survey, 94% of participants agreed or strongly agreed that they enjoyed the Pilot Program and felt it was worthwhile for OACETT. As a result of this feedback, IETO will look to pursue this program in the Fall, as per the business plan.

Mr. Billing also reported that the CPD Audit was underway, with an e-mail and phone campaign initiated to encourage CPD submissions before the end of September. When the CPD Committee meets in November, they will review members who risk being removed from the association for

non-compliance. He also shared that IETO was exploring offering a 25% discount to members who hold both Municipal Infrastructure and Road Construction designations. When Mr. Billing invited questions from Council, he was asked if he had received any feedback as the Registrar regarding the dues increase. He shared that he had not received much pushback, but asked Mr. Zaver for his input. Mr. Zaver shared that he had heard from some retired members who stated that the increased membership fee is outside of their budget. However, overall he had received less feedback than expected. At a future date, Mr. Zaver will provide statistics on how many members expressed issues and how renewal was ultimately impacted.

GOVERNANCE

Approval of the updated Committees of the Board of Directors policy

President Mooney invited feedback from Council regarding the updated Committees of the Board of Directors policy, explaining that the policy was approved by Council as originally presented, but there was discussion amongst the Task Force that additional clarification would be required regarding subcommittees and board positions. This included noting that while a member can only sit on one committee, sitting on multiple subcommittees is allowed. It also included adding information about Committee terms.

President Mooney invited any questions from Council, to which there were none.

- 5850 Moved by Kim Pickett, Seconded by Rosanna Baggs and Carried. Resolved that Council approves the updated Committees of the Board of Directors Policy, as presented and as recommended by the Governance Task Force.**

FLETCHER FOUNDATION AGM

President Mooney invited Bob Jameson, the Chair of the Fletcher Foundation to call the AGM to order. He reminded Council that in accordance with the new governance changes, the OACETT Board of Directors now serve as the voting members of the Foundation.

New Business/Round Table Discussion

No New Business was brought forward to Council.

President Mooney invited a Round Table Discussion for the final Council meeting. The following topics were discussed:

- OACETT has plans to introduce a National Engineering & Applied Science Technology Week alongside Technology Professionals Canada, launching next year.
- OACETT is developing a different dynamic with PEO, as PEO no longer has a seat on OACETT's Board of Directors. Instead, OACETT and PEO will be working together to conduct regular leadership summits with senior staff and leadership. The organizations have already convened twice this year and have another meeting planned later this month.
- Council shared their final thoughts, thanking one another for their time served and the progress that had been made.

Upcoming Meetings

Incoming Board of Directors meeting will commence shortly, at 10:30am.

Adjournment

Meeting was adjourned at 10:10am.

Action Items

- Mr. Zaver will provide statistics on how many members expressed issues with the membership dues increase and how renewals were ultimately impacted.