



Minutes January 12, 2016

Willowdale/Thornhill Chapter

Tuesday Jan 12th, 2016

Thornhill Community Centre, Activity Room B8

Thornhill Community Centre Branch, 7755 Bayview Avenue, Thornhill, ON L3T 4P1

5:30 p.m. – 6.15 p.m. Dinner
6:16 p.m. – 8.03 p.m. Meeting

	Vimbai B Munyukwi, P.Eng.	vbmunyuk@lakeheadu.ca
	Noubar Takessian, P.Eng.	noubart@rogers.com
	Maziyar Bolour, P.Eng.	mbloor@gmail.com
Regrets	Maliheh Farahnak, P.Eng	mfarahnak@yahoo.com
	Nanda Lwin, P.Eng.	lwin@look.ca
	Mohammad Horriyat, P.Eng.	m.horriyat@gmail.com
	Souheila Bardakji, P.Eng.	Bardakji@iit.edu
Regrets	Joseph (Joe) D'souza, P.Eng	Joedsouza2006@gmail.com
	Nick Shelton, P.Eng	nps@nickshelton.ca
	Farhad(Fred) Saghezchi, P.Eng	frsmailbox@gmail.com
	John Penaranda, P.Eng	penaranda.john@gmail.com
	Mohinder Grover, P.Eng	msgrover@rogers.com
Regrets	Rana Tehrani Yekta, EIT	rana.ty@gmail.com
Regrets	Aung Ko Ko Kyaw, EIT	kyaw.aungkk@gmail.com
Observer	Sayed-Abbas Aftab-Jahani, EIT	Abbas_ aftabjahani@yahoo.ca
	Hamdy Elarabi, P.Eng	helarabi@gmail.com
	Ali Ebrahimi, EIT	ali.ebrahimi.kh@gmail.com
Observer	Debasis Dey EIT	Debasis1962@gmail.com

1.0 Call to Order and Welcome by the Chair

- Meeting Called to order at 6:20 PM
- Vimbai welcomed everyone and wished them a happy new year

2.0 Routine Business

- Approval of Agenda
 - Motion to approve the agenda by Mohinder and seconded by Souhelia. All in favour; motion CARRIED.
- Approval of Minutes (Dec 8th 2015 minutes,)
 - Motion to approve Minutes by Noubar and seconded by Maziyar. All in favour; Motion CARRIED.



3.0 Chairs Report (Vimbai)

- Julia Milter has gone on maternity leave until Jan 2017. New chapter coordinator is Sebrina Natalizio.
- Council voting occurs Jan 23rd to Feb 26th 2016
- PEO industrial exception. Received response back from David Zimmer who mentioned that there are no statistics reflecting that the work place safety is affected due to the exception. Aligned to regroup once the research from PEO is back by Q2 2016.
- As we look to hosting the AGM, all committee chairs should send their report to Vimbai for the 2015 year in review by Jan 29th 2016.
- Received note from McClelland Group that they will renew the commitment of \$1000 towards the scholarship.
- Key Chapter dates:
 - Financial
 - 2017 Business Plan due date – Jun 30
 - 2016 Mid-Year Reports due date – Jul 4
 - Awards
 - 2016 Ontario Professional Engineers Awards (OPEA) nominations due date – Feb 24
 - 2017 Ontario Order of Honour Service Awards nominations due date – Oct 14
 - 2017 G. Gordon M. Sterling Engineering Intern Award nominations due date – Oct 14
- All upcoming committee chairs and New executive board to remember that all chapter resources are found at the Chapters websites:
 - <http://www.chapters.peo.on.ca/wordpress/>
- Key items to remember for new board:
 - All names of new board to be submitted to chapter office and minutes of first chapter meeting with new board
 - All board members to sign confidentiality agreement
 - <http://www.chapters.peo.on.ca/wordpress/?p=457>
 - A copy of the chapter asset list to be sent to PEO
- Joe has found a new volunteer opportunity
 - Resignation sent 1.11.16

4.0 Treasurer's Report (Maziyar)

- \$6,736.60 as of Jan 12th, 2016
- Review of financial records underway for 2015 reporting.
- Outstanding cheques
 - PEO pins invoice cashed out in Jan 2016
 - \$22 for volunteer in mathletics (Not cashed)
 - \$500 for scholarship recipient



- Rana needs to follow up with the mathletics volunteer and the scholarship recipient.
- Expenses for core activities
 - Mileage, board meetings etc should be separated on a different sheet.
 - The number of attendees for each meeting for members and observers should be separated and highlighted on the expense sheet with each submission
 - Committee Chairs are responsible for the detail
- Mileage reimbursement has gone down to \$0.54 from \$0.55. Please ensure your expense sheet reflect this.

5.0 Committees Report

- **EIT and Mentorships (Maliheh - regrets)**
 - Mohinder gave the chapter committee report
 - Kick off meeting held Jan 5th 2016. Almost had everybody's match. 26 PENG and EIT attended. Successful event.
 - Key learning: E-blast emails to everyone including EITs, not all of them knows well about LAP and simply ignore the event. We should have one workshop or seminar about LAP, and then I think more EIT will join.
- **Education (Rana) Regrets sent.**
 - E-blast sent out to get volunteers for NEM
 - Request to hold at Seneca. Nanda and Rana to coordinate.
 - Nanda requires more information
 - Suggestion to do possibly different contests including the bridge building contest etc.
 - Lessons learnt
 - Send invites early
 - Parking at Seneca needs to be reviewed as it is expensive for people
- **Programs (Nick)**
 - January 21st, 2016 seminar: Stress management for the busy Engineer at Hillcrest (70 attendees is max. So far 50 people have registered)
 - February seminar: Are humans ready to go to Mars. Speaker recommended by Mohinder. Date to be confirmed.
- **GLP (Nanda)**
 - Letter writing campaign was called off Dec 14th, 2015 as well as the liberal call of no association has been lifted. The industrial exception repeal was withdrawn by government.
 - Many members expressed distress at the approach by PEO to not invite Liberal government members.



- Suggestion by Maziyar that member can influence by advocating within our jobs as well by ensuring P.Engs are reviewing standards for example. We can also recommend to employers the reason for P.Eng certification.
- David Zimmer has New Year levy Jan 17, 2016. Nanda and Fred are attending.
 - Everyone in riding is allowed to attend.
- Nanda proposing to see David Zimmer Jan 29th, 2016 to review the repeal discussion. Nanda to provide more details. Souhelia suggests to invite him to the AGM.
- GLP budget \$468 which can be expensed to PEO HQ
- Lessons learnt for the politicians invitations - Nanda mentioned that Gila Martow was approached 6 weeks prior to event.
 - Timing may not be an issue.
 - Issue can be that it is not election timing
 - Suggestion that we give them reminders that we do have a 5000 membership count which equals potential votes.
- We should also keep options open and keep a pool of potential speakers. Noubar suggested inviting the MPP assistances perhaps as a suggestion.
- Nanda attended Mayors Levy (Toronto Mayor) weekend of 1.10.16. Suggestion to invite the Mayors to the events.
- Mohinder reminded the team that we should create a list of presenters prior to the event. This will help to focus the group and have the back-ups as well.
- **CPC/AGM (Souheila)**
 - AGM planning
 - Committee chair reports deadline for Jan 29th, 2016
 - Feb 23rd, 2016 is reservation for AGM. Reservation for library can be extended from 6 to 9pm for the meeting. Library closed at 8.15pm but we can pay extra. Souhelia will reserve library till 9pm
 - Send invitation weekend of 1.15.16
 - Noubar asked if we can move the AGM 1 week ahead so members running for council can present. Souhelia will check if it available on the 16th.
 - Send invite to council runners
 - Souhelia to call the library and see if we can move it up 1 week.
- **Electronic Media (Mohammad)**
 - Sent invitations on
 - Jan 18 - seminar
 - Jan 21 - seminar
 - E-blast for NEM volunteers
 - Need information to update website on the NEM events. Waiting for Rana



- Committee chairs need to check website and see if there are new updates for 2016
- **Publication (Hamdy)**
 - Sample newsletter completed. Waiting for Nanda to send information.
 - Send Newsletter out this week with or without the updates from Nanda.
 - Should Maziyar send his update on the past Chair's articles?
 - Maziyar to liase with Hamdy.
 - Hamdy asked committee chairs to send a summary for each event after the event has taken place.
 - Summaries also on the website.
- **Awards (Mohinder)**
 - Mohinder to work on a sheet to document the service for people.
 - Mohinder requested for awards section to be added in the Agenda for AGM

6.0 Other Business

- Nomination forms should be submitted 2 weeks before the AGM.
- No financial requirements required

7.0 Motion to adjourn

- Motion to adjourn meeting by Nick and seconded by Mohammad. All in favour, Motion CARRIED.
- Meeting adjourned at 8:05 PM.

Minutes Prepared by Vimbai Brenda Munyukwi,