

Minutes of the Annual General Meeting – February 23rd, 2019

The Annual General Meeting of the York Chapter of the Professional Engineers of Ontario was held on February 23, 2019 at Paramount Eventspace, Woodbridge, Ontario, chaired by Lui Tai, P.Eng., Chapter Chair.

1.0 Call to Order

With 13 York Chapter executive board members for 2018-2019 being present, and 75 members of York Chapter in attendance, Lui Tai, P.Eng., Chapter Chair, called the meeting to order at 4:17PM.

2.0 Appointment of Minute Taker

Oliver Xiao, EIT, Chapter Secretary, was appointed by the Chair to be the minute taker.

3.0 Approval of Agenda

Motion to approve AGM agenda for February 23rd, 2019 as presented, moved by Thomas Chong, P.Eng., seconded by Simon Hum, P.Eng. Motion approved by majority of members in attendance with no opposed.

4.0 Chair 2018-2019 Report (Lui Tai, P.Eng.)

4:20 pm

The chair of the chapter began his remarks by thanking volunteers for their contributions in organizing events throughout the past year and members for their interest and participation in Chapter activities.

The chair provided a brief review the chapter activities in the past year. In summary, York Chapter is the most active chapter in PEO chapter system, with the most volunteer participation organizing over 50 events attracted over of 1200 attendees. York chapter is also the first chapter that achieved 30/30 on the board level with 5/13 female directors. The chapter also welcomed the first officer of order of honor, Gordon Ip, P.Eng., FEC. In the past year, the chapter not only supported HQ with PEAK and LAP programs but also technical, education, teambuilding and sport events. The chapter collaborated with neighbouring chapters and sister associations to promote engineering. The chapter also renewed the partnership with Lassonde school of engineering at York University to supply industry mentor assistance for their capstone projects.

Opened up the floor for committee executives to review their past year:

4.1 Committee Reports

4:40 pm

Vice Chair Report – Annabelle Lee, P.Eng.

- As a leadership figure for the Chapter, the Vice chair helped and assisted young board directors to adapt to their new roles, and also acted as the liaison between the HQ and the



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chapter. The Vice Chair also participated in multiple events throughout the year, such as Education committee's design challenge and Mathletics.

Education Committee – Daniel Cho, EIT

- The education committee organized 3 programs this past year:
 - 1) Design Challenge to build a string instrument
 - 2) Scholarship Program for grade 12 students
 - Collected applications and provided entrance scholarships to engineering programs
 - 3) Mathletics
 - The program is to promote engineering to grade 7 & 8 students and grade 9 & 10 students. The program targets the high school grades as it is more appropriate for these students who need to choose/decide on their post-secondary education. It also provides them with an introduction to engineering.

Past Chair Report – Gordon Ip, P.Eng., FEC

- Explained the role of ex officio in advisory to activity process and procedures, and to assist new executives. York Chapter has a 2-year term limit for the Chair position and cannot hold any director position after that.
- Created a new committee this past year, the Past-Chair Advisory Committee. Its role is to provide advise and strategy to the chapter board moving forward.

Certificate Committee – Fiona Leong, EIT

- Described the role of Certificate Director. Responsibilities include organizing 2 licensing ceremonies and the Chapter's Annual General Meeting.
- Taking care of the logistics such as venue booking, licence recipients registration and presenting certificate to new licensees. Also, a big thanks to all volunteers.

Awards & Recognition Committee – Zohaib Tanveer, P.Eng.

- Described the role of the Awards & Recognition committee. Its two main roles are to recognize volunteers who have made significant contributions to the engineering committee and to recognize engineering advances and the work of engineers through their corporations with the Engineering Project of the Year Award.
- This year's award attracted multiple submissions with amazing work from the committee members. A big thanks to Tommy, Fiona and Oliver.

WIE Committee – Kim Keoponnreay, EIT

- This year, the WIE committee's vision was to create well connected engineering community through the region. The committee hosted events with collaboration from other organizations.
- The WIE committee invite you to join the next event in March.

Mentorship and EIT Committee – Elmer Ting, P.Eng.

- Described the mentorship aspect and EIT aspect of the committee. The past year was a busy year with over 300 participants attending events throughout the year.
- Popular events of this committee were held again this year.



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- 1) Licensure Assistance Program (LAP)
This program matches EITs and engineers with the goal of helping the EITs get to licensure. There are ¼ returning mentors to the program this year. And this year's program was featured in the Engineering Dimension magazine.
- 2) Proactive Job Search Seminar.
Aim of this seminar was to help early engineers with their job search.
- 3) Social events (Engineers vs EITs)
- 4) ERC mock interview workshop to help licensure

Business Liaison Committee - Ed Fung, P.Eng.

- Described the role of the Business Liaison committee. Responsibilities include connecting York Chapter to local businesses and building engineering presence and influence in the community. Organizing ultimate networking event such as the upcoming Engineering Symposium on AI and Engineering in Oct.

Program Committee – Jennifer Lu, EIT.

- Described the role of the Program Committee. Responsibilities include running events which provide meaningful knowledges and experience for engineers and EITs in their careers and in their personal lives.
- Invited speakers from GTA. A total of 10 events were run this year with over 400 attendees.

Government Liaison Program (GLP) Committee – Hannah Ehtemam, P.Eng.

- Was a difficult year due to election. However, was able to create new relationship with the new MPPs by attending various events.
- The efforts paid out as we have two MPPs for tonight's Licence and Award Ceremony
- York Chapter will also host the GLP academy this year.

Communications Committee – Tianyou Situ, P.Eng. and Sharon Chen, EIT

- Described the role of the communications committee. Responsibilities include maintenance of the website and distribution of emails to York Chapter members regarding events organized by all committees of the Chapter.
- Revived the chapter social media accounts

Secretary – Oliver Xiao, EIT

- Described the role and responsibility of the chapter secretary as the minute taker and the booker keeper of all attendance at Chapter meetings.
- Encouraged the York Chapter members in the audience to attend the chapter meetings to discuss important initiatives that they would like to see their Chapter do.
- In the past year, we had over 250 members attending our 10 monthly meetings.

Chair's report closed.

4:52 pm

5.0 Approval of the Annual General Meeting Minutes of February 24, 2018

4:53 pm

Correction on Abhishek's position from Secretary to Treasurer.

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Motion to approve the AGM minutes of February 24, 2018 as submitted, moved by Thomas Chong, P.Eng., seconded by Simon Hum, P.Eng. Motion approved by majority of members in attendance with no opposed.

6.0 Treasurer 2018-2019 Report (Annabelle Lee, P.Eng)**5:00 pm**

Annabelle Lee, P.Eng., presented the report prepared by Abhishek Shah, P.Eng., Chapter Treasurer.

The report went over the increased cost for the certificate presentation ceremony run by the chapter. It also included the expenses and income of the other committees. An important item to highlight was the impact of the CASL on York Chapter's ability to draw attendance to its events and how it affected the Chapter's budgeting due to the restricting of not advertising events with a fee to attend.

The financial statements were audited by one of the York Chapter members, Simon Hum, P.Eng., and submitted to PEO.

Motion to approve the 2018-2019 audited financial statements agenda as presented, moved by Alexander Ng, P.Eng. and seconded by Sarah Jin, P.Eng., FEC. Motion approved by majority in attendance with no opposed and two abstained.

7.0 Closing Remarks**5:04 pm**

Lui Tai, P.Eng., provided his thanks to the current executive board and all chapter volunteers. And look forward for more member participation next year.

8.0 Election of the 2019-2020 York Chapter Executive Board

5:06 pm

Nominations Committee

Gordon Ip, P.Eng.

Chair, York Chapter Nominator Committee

Ed Poon, P.Eng.

Member, York Chapter

8.1 Dissolve 2018-2019 York Chapter Executive board

There being no further activity required by the 2018-2019 York Chapter Executive Board, motion to dissolve the 2018-2019 York Chapter Executive moved by Jeff Mark, P.Eng., seconded by Alexander Ng, P.Eng. Motion approved by majority of members in attendance with no opposed and no abstain.

8.2 Review of Election and Ballot Procedures

5:07 pm

The Nomination Committee Chair reviewed the candidate submission and election procedures per the current York Chapter By-Law #1.

- All full licensed P.Eng. members, current with their membership fees, from amongst the membership are eligible to run for a position on the York Chapter Executive Board. To declare their candidacy, members were required to notify, via letter or e-mail to the Nomination Committee Chair, with nomination support by 2 members of the York Chapter.
- Notification of the AGM and elections for the York Chapter Executive board were properly published in December 2018 to all members via the emailed edition of the newsletter. Additionally, the AGM and elections were also advertised, via chapter website and e-mail distribution with > 30 days notice, as required by By-Law #1.
- Nominations were due by midnight Feb. 9, 2019, two weeks prior to the AGM, as required by By-Law #1.
- Each candidate will be given 1 minutes to speak about their election platform.
- 13 executive board positions will be elected from the slate of candidates. Members select up to 13 candidates from their voting ballot. The 13 candidates with the most number of votes, plus the ex-officio position of Past-Chair, will form the 14 members of the 2019-2020 York Chapter Executive Board.
- Voting will be scrutinized by two members of York Chapter, in attendance at the AGM, who are not running for an elected position.
- The 14 elected executive board members will elect the 5 Chapter Officer positions: Chair, Vice-Chair, Past-Chair (ex-officio), Treasurer and Secretary amongst themselves at a short Executive Board Meeting immediately following the adjournment of the AGM.
- Portfolio holding Director roles will be selected by the 5 Chapter Officers and announced at the March Executive Board Meeting.



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8.3 2018-2019 York Chapter Board Candidates

The Nomination Committee Chair announced the following 30 candidates for the 2019- 2020 York Chapter Executive Board. Each candidate was allotted 1 minutes to speak about their election platform.

- Babak Ashraghy, P.Eng.
- Sharon Chen, EIT
- Daniel Cho, EIT
- Peter Cushman, P.Eng.
- Hannah Ehtemam, P.Eng.
- Emadeddin Seyed, EIT
- Anthony Farrugia, EIT
- Ed Fung, P.Eng.
- Mohammad Hajiyan, EIT
- Sara Hamzavi, EIT
- Kim Keoponnreay, EIT
- Annabelle Lee, P.Eng.
- Marcia Lim, P.Eng.
- Jennifer Lu, EIT
- Sharareh Malek. P.Eng.
- Mehran Rahimpour-Marnani, EIT
- Fred Saghezchi, P.Eng.
- Saeid Salavati, P.Eng.
- Masoud Sanayei, EIT
- Abhishek Shah, P.Eng.
- Iraj Shahbazi, EIT
- Nima Shaygan, P.Eng.
- Mahsa Shoghli, EIT
- Tianyou Situ, P.Eng.
- Tommy Sin, P.Eng.
- Lui Tai, P.Eng.
- Elmer Ting, P.Eng.
- Hossein Vanishoja, P.Eng.
- Darren Verasammy, P.Eng.
- Oliver Xiao, EIT

8.4 Voting

All 30 candidates were documented in pre-printed ballots. Each member can select up to 13 votes from amongst the 30 candidates. Ballots were counted by 3 P. Eng.; Thomas Chong, P.Eng., Changiz Chadr, P.Eng. and Matthew Xie, P.Eng.

9.0 Other Business

No other business items were raised by the membership in attendance.



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10.0 Adjournment

There being no other business, motion to adjourn the 2019 AGM by Gordon Ip, P.Eng., seconded by Lui Tai, P.Eng. Motion approved by majority of members in attendance with no opposed. The 2019 AGM was adjourned at 6:00pm. (The AGM was adjourned prior to the announcement of the new board due to delays in ballot count)

11.0 Announcement of the 2019-2020 York Chapter Executive Board

6:15pm

The Nominations Committee Chair was pleased to announce the members serving as the 2019-2020 York Chapter Executive Board:

- Sharon Chen, EIT
- Daniel Cho, EIT
- Hannah Ehtemam, P.Eng.
- Ed Fung, P.Eng.
- Annabelle Lee, P.Eng.
- Marcia Lim, P.Eng.
- Jennifer Lu, EIT
- Tommy Sin, P.Eng.
- Tianyou Situ, P.Eng.
- Lui Tai, P.Eng.
- Elmer Ting, P.Eng.
- Darren Verasammy, P.Eng.
- Oliver Xiao, EIT

11.1 Destruction of Ballots

Motion to destroy the ballots, post the announcement of election results, moved by Matthew Xie, P.Eng., seconded by Ed Poon, P.Eng. Motion approved by majority of members in attendance with no opposed.

Post AGM Executive Board Meeting (Election of the Chapter Officers)

6:25 pm

The following Executive Officers were elected by the 2019-2020 PEO Executive Board

- Gordon Ip, P.Eng. (Past-Chair ex-Officio)
- Lui Tai, P.Eng (Chair)
- Annabelle Lee, P.Eng. (Vice Chair)
- Darren Verasammy, P.Eng. (Treasurer)
- Note: Secretary not selected at this time.