

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

April 15, 2026 (Virtual)

Present:

Christopher van Dop , C.E.T.	President
Stephanie Nuttall-Pesheau , C.E.T., CAPM	President-Elect
Micheal Mooney , C.E.T.	Past-President
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 (<i>**left the meeting at 5:40 p.m.</i>)
Riley Burton	Heads of Technology 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

❖ President's opening remarks and call to order

President Christopher van Dop called the meeting to order at 5:03 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

No conflicts of interest were declared.

❖ Approval of the Board Meeting Agenda

It was noted that the in-camera session had been removed from the agenda, as the topic of discussion had been resolved separately.

6011 Moved by Norman Sandberg, Seconded by Taylor Rohmann and Carried.
Resolved that the Board of Directors approves the agenda as amended.

CONSENT AGENDA

❖ Approval of the Consent Agenda

- 6012 Moved by Mladen Ivankovic, Seconded by Lara Widdifield and Carried.**
Resolved that the Board of Directors approves the items in the Consent Agenda as presented.

FINANCE AND AUDIT (FA)

❖ Audited Year-End Financial Statements

Brian Raymond, Treasurer and Chair of the Finance and Audit Committee (FAC), presented the audited financial statements for the year ended December 31, 2025. He noted that this was the first audit conducted by Welch LLP and that the audit process proceeded smoothly with no significant changes from the previously presented unaudited financials.

Mr. Raymond advised that the auditors provided five procedural recommendations related to deferred revenue allocation. Staff confirmed that all recommendations were already being addressed, including daily batching, enhanced review controls and documentation. The recommendations were characterized as process-improvement items rather than deficiencies.

Board discussion included clarification on:

- The use of AI-assisted tools for formula verification (with no member data involved);
- Consolidation of reserve funds for reporting clarity;
- Treatment and remaining balance of grant revenue.

- 6013 Moved by Brian Raymond, Seconded by Mladen Ivankovic and Carried.**
Resolved that the Board of Directors approves the audited financial statements for the year ended December 31, 2025 for presentation to the members at the AGM on June 6, 2026.

❖ Auditor Recommendation

Mr. Raymond presented the FAC recommendation that Welch LLP be reappointed as auditors for the 2026 fiscal year. He confirmed that pricing remains consistent with the existing five-year agreement and that no audit issues were identified.

- 6014 Moved by Brian Raymond, Seconded by Micheal Mooney and Carried.**
Resolved that the Board of Directors recommends to the members the reappointment of Welch LLP as auditors for OACETT for the fiscal year ending December 31, 2026.

DISCUSSION

❖ Board Development for 2026 – Brainstorming Discussion

The Board engaged in an open discussion regarding professional development priorities for 2026. It was noted that a \$6,000 budget allocation has been approved to support development activities to be delivered during the in-person May and November Board Meetings.

Topics suggested included:

- Governance fundamentals and fiduciary responsibilities (scenario-based);
- Financial literacy for board members;
- Appropriate and ethical use of AI;
- Belonging and inclusion training;
- Indigenous cultural awareness, with engagement of local Nations as appropriate;
- Board communications and messaging;
- Conflict management and facilitation skills;
- Team-building activities during in-person meetings.

It was also suggested that development opportunities could be tailored to individual competency needs and that mentorship or peer-support approaches be explored.

Staff and Executive Officers will compile and review the suggestions and circulate proposed options via email, inviting Board members to recommend or suggest facilitators.

No motion required – discussion item.

MEETINGS

The following meeting schedule was shared with the Board in advance. Staff will issue calendar invitations now that dates have been confirmed. Board members emphasized the value of extended in-person meetings to support deeper discussion and relationship-building.

UPCOMING MEETINGS

- ❖ 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
- ❖ Friday, September 25, 2026 (1:00 p.m. – 5:00 p.m.) -- Online – MS Teams
- ❖ Friday, November 20 – Saturday, November 21, 2026 -- In-person- Location TBD
- ❖ 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)

NEW BUSINESS

No new business was brought forward. Notice was given that a future discussion regarding legal services may be proposed for a subsequent Board meeting, likely at the in-person meeting in November.

It was also noted that a suggestion for new business related to Member Engagement and Services (MES) had been submitted in advance and referred to the MES Committee for consideration.

ADJOURNMENT

President van Dop made his closing remarks, thanking everybody for their participation. He declared the meeting adjourned at 6:05 p.m., as moved by Lara Widdifield.

Email vote subsequent to the April meeting:

Following the November 2024 Board decision, staff prepared the April 15, 2026 Board meeting minutes for review and approval via email vote. Discussion opened on April 24, 2026, with movers and seconders confirmed. The vote was called on April 29, 2026, with a deadline of May 1, 2026. The President announced the results on that same day. This streamlined process allows staff to post the approved minutes on the website more promptly, enhancing transparency and communication with members and chapters.

The Board was asked to vote by email on the following motion:

6015 Moved by Lara Widdifield, Seconded by Steven Finley and Carried.
Resolved that the Board of Directors approves the April 15, 2026 Board Meeting Minutes, as presented.

The motion was carried.