

MINUTES OF THE 203rd ENGINEERS CANADA BOARD MEETING

June 15, 2020, 2020 11:00am-11:45am ET via webinar

The following directors were in attendance	
J. Boudreau (Chair), President, APEGNB D. Chui, President-Elect PEO D. Lynch, Past-President, APEGA K. Baig, OIQ C. Bellini, PEO V. Benz, APEGA J. Card, PEGNL J. Dunn, Engineers PEI D. Gelowitz, APEGS N. Hill, PEO	J. Holm, Engineers & Geoscientists BC S. Jha, NAPEG T. Joseph, APEGA C. Lamothe, OIQ D. Nedohin-Macek, Engineers Geoscientists MB K. Reid, PEO C. Sadr, PEO J. Tink, APEGA M. Wrinch, Engineers & Geoscientists BC C. Zinck, Engineers Nova Scotia
The following directors sent regrets	
M. Belletête, OIQ R. Trimble, Engineers Yukon	N. Turgeon, OIQ
The following advisor was in attendance	
K. King, Chair, CEO Group	
The following direct reports to the Board were in attendance	
L. Benedicenti, Chair, CEAB B. Dony, Vice-Chair, CEAB R. LeBlanc, Chair, CEQB	M. Mahmoud, Vice-Chair, CEQB for G. McDonald, CEO E. Spence, Corporate Secretary
The following staff were in attendance	
S. Francoeur, Director, Human Resources R. Gauthier, Executive Assistant I. Landry, Manager, Qualifications and CEQB Secretary C. Mash, Governance Administrator E. McParland, Interim Project and Change Practitioner M. Ouellette, Manager, Qualifications Board	S. Price, Executive VP Regulatory Affairs J. Southwood, VP, Corporate Affairs & Strategic Partnerships H. Theelen, Manager, Organizational Excellence M. Warken, Manager, Accreditation Board D. Villeneuve, IT Infrastructure Specialist

1. Opening

1.1 Call to order and approval of agenda

J. Boudreau called the meeting to order at 11:02am (ET) and welcomed the participants.

Motion 5862

Moved by M. Wrinch, seconded C. Sadr

THAT the agenda be approved, and the president be authorized to modify the order of discussion.

Carried

Participants were reminded of the meeting rules:

- Raise hand to be added to the list of speakers.

- Speak for only two minutes (time projected on the screen).
- Speak a second time only if everyone else has had a chance to speak.
- Do not restate or reiterate the same point. New information is suggested if individuals speak again.

J. Boudreau presented a diversity moment, intended to give pause to self-reflect on a social issue that is happening. In light of the deep impact of anti-Black racism, and the events of the past three weeks, the Board shared a moment of silence for the Black lives lost, here in Canada and elsewhere, due to police violence. In addition to this small moment, the Board was encouraged to time to visit the Black Lives Matter – Canada website, and learn more about Black Canadian perspectives and the harms of the past.

1.2 Declaration of conflict of interest

No conflicts were declared.

2. Board business and required decisions

2.1 Approval of directors to Board committees and other director appointments

D. Lynch presented the HR Committee's pre-circulated recommendations for Board committee and director appointments. With the exception of one new director, who has decided to act as a committee observer for the 2020-2021 year, each director was placed within their top two choices for roles. No questions or comments were raised.

Motion 5863

Moved by D. Lynch, seconded C. Bellini

THAT the following individuals be appointed to committees and roles, for terms as outlined, on recommendation from the Human Resources Committee:

a) Board representative – Accreditation Board

- Jeff Card, 2020-2021 term
- Tim Joseph, 2020-2022 term

b) Board representative – Qualifications Board

- Jeff Holm, 2019-2021 term (con't)
- Changiz Sadr, 2020-2022 term

c) 30 by 30 Champion

- Justin Dunn, 2020-2021 term

d) 2020-2021 Finance, Audit, and Risk (FAR) Committee

- Christian Bellini
- Dwayne Gelowitz
- Sudhir Jha
- Carole Lamothe
- Jane Tink
- Steve Vieweg
- Chris Zinck

e) 2020-2021 Governance Committee

- Maxime Belletête
- Victor Benz
- Nancy Hill
- David Lynch
- Richard Trimble

Carried

2.2 Strategic Plan Task Force recommendation for the August strategic workshop

With the Covid-19 pandemic continuously evolving, the New Brunswick government will not be allowing visitors to the province during the summer. Alternative arrangements need to be made for the strategic workshop, and the Strategic Plan Task Force met to discuss options. J. Boudreau presented four options

for Board consideration. It was agreed that August contingency dates were preferable and that face to face is desirable to some, noting that there are currently only four jurisdictions where travel is permitted with no mandated isolation upon return (AB, BC, ON, and QC). It was re-assured that regardless of a meeting being held in person, there will be a virtual participation option in place for anyone uncomfortable with or unable to travel.

The Board discussed the matter and the following was captured:

- It is preferred, to the extent possible, to maintain current timelines and momentum for the strategic plan.
- PEO recently hosted a successful virtual-only volunteer leadership conference featuring well-prepared virtual facilitators, attendee engagement via Zoom breakout groups, and plenary networking, with several breaks to stretch.
- The strategic workshop is an opportunity to show leadership with the new normal during COVID-19.
- More staff would be able to contribute in a virtual session, rather than in-person.
- Those residing in areas with unstable internet access are at a disadvantage and it was strongly encouraged that Engineers Canada consider that this may limit some to participate by phone only.
- If the meeting in August is virtual only, there is an option to fill the proposed workshop time on October 3 or December 6 with teambuilding or governance training.
- There is concern that hybrid meeting planning will focus on in-person experience and may not consider the challenges of full day meeting attendance via device. Frequent breaks should be considered, at a minimum.
- It was proposed that if hybrid is selected, some breakout work be done in advance of the in-person portion, resulting in shorter plenary sessions to accommodate those attending virtually.
- In terms of location selection, areas with high COVID-19 infection rates should be avoided, noting it will be difficult to pivot plans should the affected areas change at short notice.

Webinar poll results indicated 53% were in favour of the hybrid meeting, while 47% indicated they would prefer virtual-only. It was agreed to move forward with plans for a hybrid meeting on August 13-14.

3. Other business

No other business was discussed.

4. Next meetings

The Board was reminded of the next meeting on October 2, currently planned as an in-person meeting in Ottawa. The draft agenda will be circulated July 20, and the deadline for Board members to suggest items for discussion will be August 3rd. This meeting will focus on committee work plans, the OP7 sub-strategy and the draft budget.

5. In-camera sessions

Motion 5864

Moved K. Reid, seconded T. Joseph

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board directors, the Engineers Canada CEO, the chairs of the CEAB and CEQB, the CEO Group advisor to the Board, the secretary and the governance administrator.
Carried

Motion 5865

Moved M. Wrinch, seconded C. Sadr

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board directors and the Engineers Canada CEO.

Carried

Motion 5866

Moved S. Gwozdz, seconded D. Gelowitz

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board directors.

Carried

6. Closing

With no further business to address, the meeting closed.

Minutes prepared by C. Mash for:

Jean Boudreau, FEC, P.Eng. President

Evelyn Spence, LL.B., CIC.C, Corporate Secretary