

# **A G E N D A**

**Engineering Regulators' Presidents' Group Meeting**

**Delta St. John's Hotel, St. John's, NL**

**Thursday, May 25, 2017**

**13:00pm – 16:30 pm**

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## **AGENDA**

### **1. CALL TO ORDER AND INTRODUCTIONS**

### **2. APPROVAL OF AGENDA**

### **3. REVIEW OF DRAFT MINUTES FROM MARCH 1, 2017 MEETING**

### **4. BUSINESS**

#### **4.1. ENGINEERS CANADA ITEMS**

4.1.1. Board of Directors Structure (45 min) – Chris Zinck

4.1.2. Affinity Funding (30 min) – Chris Zinck

#### **4.2. IN CAMERA SESSION (30 min)**

The CEO Group has been putting a regular In camera session on their agenda. This agenda item is to discuss if the President's Group would like to implement their own regular In camera agenda item.

#### **4.3. President's Group Structure and Future Direction (45 min)**

#### **4.4. Election of Chair for the next meeting (15 min)**

#### **4.5. Review of Outstanding Action Items (15 min)**

#### **4.6. Other Business**

### **5. NEXT MEETING DATE (Sept, 2017)**

### **6. ADJOURNMENT**

UNAPPROVED MINUTES OF THE  
PRESIDENTS GROUP MEETING  
WESTIN HOTEL, OTTAWA, ON  
WEDNESDAY, MARCH 1, 2017 (08:30 – 11:30)

The following Presidents and President-Elects were in attendance		
C. Zinck (Engineers NS), Chair	C. Roney, President	R. Kinghorn, President-Elect
D. Jayas, Past-President (for Lindsay Melvin)	T. Zrymiak (APEGGS)	E. Barber (APEGGS Pres-elect)
K. Baig (OIQ)	N. Cleary (PEGNL)	G. Dunphy (PEGNL Pres-elect)
G. Comrie (PEO)	B. Stewart (APEGBC)	M. Hayes (APEGNB)
S. Hrudey (APEGA)	S. Jha (NAPEG)	J. Lindsay (Engineers PEI)
J. Perron (Engineers Yukon)		
The following were absent		
L. Melvin (APEGM)		
The following staff were in attendance		
C. Brown	D. Smith (Secretary)	K. Sutherland

1.	<p><b>CALL TO ORDER AND INTRODUCTIONS</b></p> <p>The Chair called the meeting of the Presidents Group to order at 8:30a.m. The Chair noted that the meeting was being recorded and welcomed Presidents and President-Elects, including new Presidents J. Perron (Engineers Yukon), E. Barber (APEGGS) and M. Hayes, (Engineers and Geoscientists New Brunswick).</p>
2.	<p><b>APPROVAL OF AGENDA</b></p> <p>On a motion by S. Jha, seconded by B. Stewart, it was resolved <i>THAT the agenda be approved.</i> <i>Carried.</i></p>
3.	<p><b>REVIEW OF DRAFT MINUTES FROM SEPTEMBER 27, 2016 MEETING</b></p> <p>On a motion by N. Cleary, seconded by T. Zrymiak, it was resolved <i>THAT the minutes dated September 27, 2016 be corrected to reflect the correct spelling of M. Wrinch's last name.</i> <i>Carried.</i></p>

#### 4. BUSINESS

##### 4.1 ENGINEERS CANADA ITEMS

###### 4.1.1 Accreditation Issues

The Presidents' request that Engineers Canada determine how the regulators can be involved in the pilot project and suggests that it would be appropriate to bring the Boards of Examiners, Deans and the Accreditation Board together to identify the needs of the regulators prior to moving forward with a pilot. The pilot project proposed by the Deans is primarily about alternate ways of measuring curriculum content. The regulators need to become directly involved in the process for change. Clarification of who is in charge of the pilot needs to be determined.

###### 4.1.2 Engineers Canada Funding

The group discussed their concerns regarding control of the affinity revenue, accountability, and transparency regarding affinity funding. The Engineers Canada budget shows affinity revenue as a "one line budget item". The group's concern is that how the amounts are being divided amongst the provinces is unknown.

A second issue is that 70% of Engineers Canada's funding is independent and comes from an external funding source but Engineers Canada is responsible to the regulators. There was a suggestion that one solution might be to direct affinity revenue to the regulators and dues should be used to fund Engineers Canada. This would give the regulators better control over the activities of Engineers Canada.

The group identified that the fundamental issue is one of governance. The Engineers Canada Board should be directed to manage the scope of the activities of Engineers Canada.

###### 4.1.3 BOARD OF DIRECTORS SIZE (30)

The general consensus of the group was that the size of the Engineers Canada Board is an issue, although this is but one component of the issues facing Engineers Canada. One director per jurisdiction with a formula for voting may provide a solution. More information sharing is required. It may make sense to wait until the review of the governance model is complete.

The Chair voiced that a motion for consideration will be presented at the May 2017 Meeting of the Members, to the effect that: "The Engineers Canada Board be directed to develop a plan, for consideration by the Meeting of the Members no later than May 2019, to significantly reduce Board size no later than May 2021". Engineers Nova Scotia believes that such a motion would enable the Board to become much more effective, without impacting current Board participants.

*Action Item:* Circulate the Synergy Task Force report to the Group.

## 4.2 NATIONAL REGULATORY ITEMS

### 4.2.1 Framework for Regulation

The group identified the need to determine whether the Framework continues to be of value to the regulators. This item is also being discussed at the Chief Executive Officer meeting.

### 4.2.2 Independent Practice rights for Technologists

The group discussed concerns with granting independent practice rights to technicians and technologists as it does not serve the public interest to have two regulators licensing such similar work. Some jurisdictions have a limited license; technologists are pushing for independent practice for certified engineering technologists so that they can work without supervision from Engineers. Multiple regulators are facing this issue.

The group requested that Engineers Canada develop a white paper on independent of technicians and technologists, and was advised that this work is underway. APEGBC is looking for support in handling this issue from other regulators and from Engineers Canada.

## 4.3 REVIEW OF OUTSTANDING ACTION ITEMS

C. Brown provided the following documents and information in satisfaction of outstanding action items:

- Presidents Group Orientation Framework for new Presidents.
- Chief Executive Officer's letter re the definition of risk.
- Summary Business Case template.
- Prospectus document template.
- At the AGM, Engineers Canada will present a Summary of the business case of OQM project.
- Three links provided to the Joint Registration forms for PEI, Yukon and Nova Scotia.

Action Item: C. Brown to provide written updates on further outstanding items to the Group prior to the AGM in May.

Action item: Collaboration space is to be implemented for ease of reference.

## 4.4 UPDATE ON STATUS OF OIQ TRUSTEESHIP

Not discussed.

## 4.5 OTHER BUSINESS

Possible teleconference prior to May 2017 AGM.

## 5 NEXT MEETING DATE

May 25, 2017 at 13:00 in St. John's, NL.

## 6 CLOSING

The meeting concluded at 11:20.

	A	B	C	D	E	F	G	H	I
1	<b>ENGINEERING REGULATORS' PRESIDENTS' GROUP MEETING</b>								
2	<b><u>ACTION REGISTER</u></b>								
3	TRACKING #	ITEM DETAILS	DATE OPENED (Meeting Date)	OPENED BY	DUE DATE	COMMENTS	ACTIONED BY	COMMENT	Status
4	20160223-003	Regarding Board member orientation. It was discussed that a one-pager Regulator's Orientation was sent out, but is not as effective because it is passive and up to the Regulators' Presidents to interpret meaning. It was discussed that Engineers Canada might prepare and provide orientation at these meetings, including a roster of who is rotating when (Presidents and Vice-Presidents/Presidents-Elect). It may be impacted by the new Terms of Reference that are being proposed by the Task Force at that meeting.	February 23, 2016	G. Strong	February 28, 2017	Updated PPT Draft for consideration	C. Brown	EC Staff to present onboarding draft to be updated as per comments from Sept/2016 meeting. Presentataion circulated Feb 28, 2017. Now ready for use.	Closed
5	20160223-009	Engineers Canada to collect the data on how the mobility agreement is being implemented by each association. Tabulated summary of the information to be circulated to the Presidents.	February 23, 2016	D. Jayas	May 26, 2016		J. Ricci	To be sent.	Open
6	20160223-010	BC to provide a copy of the Joint Registration document being used by PEI, BC and Nova Scotia. Put this on the Agenda for review and discussion in May.	February 23, 2016	L. McFarlane	May 26, 2016		C. Brown	Send copy to all Presidents. Distributed February 28, 2017.	Closed
7	20160223-016	Engineers Canada to gather data on current ethics training by each Association/University (ie Iron Pin) and report back to Presidents meeting.	May 26, 2016	C. Roney	Next meeting		C. Roney (C. Brown)		Open
8	20160927-001	C. Roney to to submit one page summary on ethics training	September 27, 2016	M. Wrinch	Next meeting		C. Roney		Open
9	20160927-002	Produce a table showing the differences in registration methods between provinces.	September 27, 2016	M. Wrinch	Next meeting		C. Brown		Open

	A	B	C	D	E	F	G	H	I
10	20160927-003	Follow-up on progress regarding financial reporting of prospectus reports. There was an issue with CA S (you) who wanted to know more about how protects and actions are being delivered on with budgets included.	September 27, 2016	M. Wrinch	Next meeting		C.Brown	The specific request was to attach a dollar value (budget) to the Prospectus. This has not been done because at the time a prospectus is created and during the associated consultation period, no planning for the potential solution has been done. This means that no meaningful cost estimate can be created. On the Prospectus section of the "Our Plans" page of the Engineers Canada website there is a Project Cycle illustration that shows where and how the Prospectus is used. The illustration also shows where in the cycle the Project Charter and associated cost estimates are created.	Closed
11	20160927-004	It was suggested that all processing for assessments should be the same and done by the regulators and not by Engineers Canada. A consensus by the group to flag or produce what the differences are of the registration methods from various provinces and to compare these so that the regulators can see and collaborate to attain national harmony.	September 27, 2016	T. Zrymiak	Next meeting		All (Presidents)		Open
12	20160927-005	Update on status of a report on the different mobility practices across the country, and who now has responsibility for this report. ACTION: this was asked a few times over the year, there may be material available at APEG BC or provide a simplified table for the group to review .	September 27, 2016	C. Brown	Next meeting		C. Brown	Reference above: 20160223-009	Open
13	20160927-006	Summary from C. Roney to be circulated. (A high-level outlook that EC delivers to the regulators, the Accreditation Board, and the QB. Containing items such as national-level initiatives, work with federal government involving engineering and a list of EC's priorities).	September 27, 2016	C. Roney	Next meeting		EC		Open

	A	B	C	D	E	F	G	H	I
14	20160927-007	Forward K. Allen's letter on ISO initiative to redefine the term "risk" to which EC responded. There was a considerable amount of discussion around the term "risk". Not necessarily a "negative" term. Action: The group would like to hear the follow-up on the topic if there is any.	September 27, 2016	M. Wrinch	Next meeting		C. Brown	Distributed February 28, 2017.	Closed
15	20160927-008	During the September 2106 Presidents group meeting C. Zinck stated that he is of the opinion that the regulators/owners are not or are not comfortable as they should be with some with some of the actions of the EC Board. Presidents are encouraged to approach the Board Members who are appointed by them and have this conversation.	September 27, 2016	C. Zinck	Next meeting		All (Presidents)		Open
16	2017-03-01-19	Circulate the Synergy Task Force report to the Group. C. Brown to provide written updates on further outstanding items to the Group prior to the AGM in May.	March 1, 2017	C. Brown	Next meeting			Distributed to the Presidents' Group on March 31, 2017	Closed
17	2017-03-01-20		March 1, 2017	C. Brown	Next meeting				Open
18	2017-03-01-20	Collaboration space is to be implemented for ease of reference	March 1, 2017	K. Sutherland	Next meeting				Open

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1	<b>ENGINEERING REGULATORS' PRESIDENTS' GROUP MEETING</b>									
2	<b>ACTION REGISTER</b>									
3	<b>TRACKING #</b>	<b>ITEM DETAILS</b>	<b>DATE OPENED (Meeting Date)</b>	<b>OPENED BY</b>	<b>DUE DATE</b>	<b>COMMENTS</b>	<b>ACTIONED BY</b>	<b>COMMENT</b>	<b>Status</b>	<b>DATE CLOSED</b>
4										
5	20160223-001	The Synergy Task Force from 6 years ago should be distributed to the Presidents' Group and put	February 23, 2016	L. McFarlane	ASAP	Included with the February 23, 2016 Minutes	L. McFarlane		Closed	23-Feb-16
6	20160223-002	To have a Presidents' Meeting Action Register created and updated for all meetings. Task Force	February 23, 2016	J. Proulx	26-MAY2-2016	Included with the February 23, 2016 Minutes	D. Smith	For approval	Closed	26-May-16
7	20160223-004	For all Regulators' Presidents to gather input	February 23, 2016	C. Roney	May 12, 2016	To be discussed further at the May 26, 2016 AGM.	Regulators' Presidents	for comment	Closed	
8	20160223-005	Send Engineers Canada CPD Guidelines for Regulators to Presidents for their review and awareness.	February 23, 2016	D. Jayas	April 7, 2016	Included with the February 23, 2016 Minutes	D. Smith		Closed	26-May-16
9	20160223-006	Discussed that there should be a projector for all future meetings, as it would be helpful for presenting information.	February 23, 2016	M. Wrinch	On-going		D. Smith		Closed	26-May-16
10	20160223-007	APEGBC - M. Wrinch will provide a copy of the presentation (APEGBC's OQM system nation-wide) to all Regulator Presidents.	February 23, 2016	M. Wrinch	April 7, 2016	Included with the February 23, 2016 Minutes	D. Smith		closed	
11	20160223-008	APEGBC will put together a "How to Implement OQM"	February 23, 2016	M. Wrinch	May 26, 2016		M. Wrinch		closed	
12	20160223-011	Manitoba to send out process of the academic review that they are using.	February 23, 2016	L. McFarlane	ASAP	Included with the February 23, 2016 Minutes	L. McFarlane		Closed	
13	20160223-012	D. Jayas to confirm if the National Code of Ethics	February 23, 2016	D. Jayas	ASAP		D. Jayas		Closed	
14	20160223-013	Engineering Regulators' Presidents' Group are all asked to provide a short (3-	February 23, 2016	L. McFarlane	ASAP	Template will be emailed by Kim Allen, CEO, Engineers Canada, under	Regulators' Presidents		Closed	26-May-16
15	20160223-014	Engineering Regulators' Presidents' items for AGM are due two weeks prior to	February 23, 2016	L. McFarlane	May 12, 2016		Regulators' Presidents	Done	Closed	26-May-16



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16	20160223-015	For Colin/Daphne to locate the Presidents' Folder that is mentioned in the Terms of Reference and advise as to its location. Post updated TOR on Engineers Canada website	February 23, 2016	C. Brown	May 26, 2016		C. Brown	Location will be communicated to group.	closed	
17	20160526-017	C. Brown to forward information to A. Dietrich (APEGNB) and take care of mobility information.	May 26, 2016	C. Brown	ASAP		C. Brown		Closed	
18	20150526-018	M. Wrinch confirmed the first version of the Action Register will be out before the September meeting.	May 26, 2016	M. Wrinch	September 20, 2016				closed	