



130th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD

SATURDAY, April 5, 2025

9:00 a.m. – 5:00 p.m. ET

Hybrid meeting held at The Metcalfe Hotel, Sir Guy Carleton Room and via Zoom

AGENDA

	Agenda item	Scheduled time	Presenter
1	Opening of the meeting	9:00am	Frank Collins
1.1	Call to order and introduction of attendees		Frank Collins
1.2	Approval of the agenda		Frank Collins
	<i>Motion: That the agenda for the 130th meeting of the Qualifications Board be approved as distributed.</i>		
1.3	Declaration of conflict of interest (attachment 1.3)		Frank Collins
2	Consent agenda (Attachments 2.2)	9:30am	Frank Collins
2.1	CEQB members may request that an item be removed from the consent agenda for debate and deliberation.		
	<i>THAT the consent agenda motions listed below (2.2) be approved in one motion.</i>		
2.2	Approval of minutes of the previous meeting (attachment 2.2)		
	<i>Motion: THAT the minutes from the 129th meeting of the Qualifications Board held on January 30, 2025, be approved as distributed and the meeting recording be deleted.</i>		
3	Review of action items from last meeting	9:40am	Ryan Melsom
4	Other CEQB Business		
4.1	Selection of 2026 work plan priorities for consultation	9:50am	Frank Collins
	<i>Motion: THAT the CEQB agrees on 1-2 proposals for potential new work items in 2026.</i> <i>Motion: THAT the new 2026 work item proposals, and items up for cyclical reviews in 2026, be sent to the regulators for consultation.</i>		
4.2	Special presentation	10:20am	Frank Collins

10:35am - 15-MINUTE BREAK			
5	Committee reports		
5.1	Syllabus Committee	10:50am	Kamran Behdinan
5.2	Practice Committee	11:00am	Sam Inchasi
5.3	Foresight Committee	11:10am	Sam Inchasi
5.4	Executive Committee	11:20am	Frank Collins
5.5	50-30 Working Group (Attachment 5.5)	11:30am	Marcie Cochrane
	<i>Motion: THAT CEQB implements a continuous improvement moment at its meetings, focused on specific improvements to CEQB governance and meeting practices.</i>		
	<i>Motion: THAT CEQB recommends to the Board that a workshop on an EDI-related topic be included as part of the CEQB's 2026 proposed budget.</i>		
	<i>Motion: THAT CEQB develops a communication approach aimed at improving the understanding of the committee's purpose and mandate.</i>		
5.6	Nominations Committee	11:50am	Tim Kirkby
6	Report on Engineers Canada Board activities and decisions	11:55am	Tim Kirkby Sudhir Jha
1 HOUR LUNCH BREAK			
7	National Groups		
7.1	National Admissions Officials Group update	1:00pm	Cliff Knox
7.2	National Practice Officials Group update	1:20pm	Kelly Dayman
7.3	National Discipline Enforcement Officials Group update	1 :40 pm	Danielle Unett
7.4	Comments from the regulators	1:35pm	Frank Collins
8	Report from the Accreditation Board	1:40pm	Julius Pataky
2:00pm - 15-MINUTE BREAK			
9	CEQB response to the Path Forward Report	2:35pm	Frank Collins
	<i>Motion: THAT the CEQB send the CEQB Response to the Futures of</i>		

	<i>Engineering Accreditation Path Forward Report to the Board of Engineers Canada</i>		
10	Introduction to Sunday discussion of value on CEQB	3:20pm	Frank Collins
11	Items added to the agenda	3:30pm	Frank Collins
12	Future meetings <i>CEQB Teleconference call: July 2025 (Date to be determined by poll)</i> <i>CEQB Fall meeting: September 21-22, 2025 (Saskatoon)</i> <i>CEQB Teleconference call: January 2026 (Date to be determined by poll)</i> <i>CEQB Spring meeting: April 2026 – April 11-12 (Ottawa)</i>	3:40pm	Frank Collins
13	Review of action items of the 130th Qualifications Board meeting	3:50pm	Ryan Melsom
14	Conclusion	4:00pm	Frank Collins

MINUTES OF THE 130th MEETING

1. Opening of the meeting

The chair welcomed everyone to the meeting.

1.1. Call to order and introduction of attendees:

<u>Canadian Engineering Qualifications Board Members</u>	Frank Collins, FEC, P.Eng.	Chair
	Samer Inchasi, P.Eng., PMP	Vice-chair
	Margaret Anne Hodges, FEC, FGC (Hon.), P.Eng., PMP	Past chair
	Rishi Gupta, PhD, FCSSE, FEC, P.Eng.	British Columbia Representative
	Amy Hsiao, FEC, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Marcie Cochrane, MBA, P.Eng.	Member-at-Large Representative
	John Diiwu, PhD, FEC, P.Eng., EP.	Member-at-Large Representative
	Kamran Behdinin, PhD, FAAAS, FASME, FCAE, FEIC, P.Eng.	Member-at-Large Representative
	Farzad Rayegani, PhD, FEC, P.Eng.	Ontario Representative

	Nadia Lehoux, ing., PhD	Québec Representative
	Carol MacQuarrie, FEC, P.Eng.	Member-at-Large Representative
	Anil Gupta, FEC, FGC (Hon.), P.Eng.	Alberta Representative
	Ian Sloman, FEC, M.Eng., P.Eng.	Saskatchewan, Manitoba Representative
	Adam Wallace, P.Eng.	Northern Representative
Engineers Canada Board Appointee	Sudhir Jha, P.Eng.	
	Tim Kirkby, FEC, P.Eng.	
Engineers Canada Board	John Van der Put, FEC, FGC (Hon.), P.Eng.	
Officials Group Representatives	Cliff Knox, MBA, P.Eng.	NAOG
	Kelly Dayman, FGC (Hon.)	NPOG
	Danielle Unett	NDEOG
Engineers Canada Staff	Philip Rizcallah, P.Eng.	Chief Executive Officer
	Trina Hubley, B.Sc., MBA, MA	Vice President, Regulatory Affairs
	Ryan Melsom, PhD	Manager, Qualifications and CEQB Secretary
	Mya Warken	Manager, Accreditation and CEAB Secretary
	Megan Falle	Manager, Regulatory Liaison
	Alison Peverley	Coordinator, Qualifications
	Carole Anne Hodges	Specialist, Qualifications
Observers	Stephanie Doucet-Landry, FEC, P.Eng.	APEGNB
	Carolynn Lordon	APEGNB
	Julius Pataky, P.Eng., MBA	CEAB
	Kate MacLachlan, Ph.D., P.Geo., FGC, FEC (Hon.)	APEGS

1.2. Approval of the agenda

Motion: THAT the agenda of the 130th Meeting of the Qualifications Board be approved as distributed moved by Rishi Gupta and seconded by John Diwu. None were opposed. The agenda was approved.

CEQB member requested an update on the foresight committee.

1.3. Conflict of interest

CEQB members have an ongoing obligation to conduct themselves in an ethical, professional, and lawful manner, and to identify and disclose actual, reasonably perceived, and potential conflicts of interest.

These obligations are set out in case law and are also codified in statute, under the *Canada Not-for-profit Corporations Act* (“CNCA”). Members that cannot act in the best interests of Engineers Canada or are conflicted should recuse themselves from the relevant part of the meeting, and they shall not vote on the decision at hand. Members must support the legitimacy and authority of CEQB decisions, regardless of their personal position on the issue, and shall not publicly discuss the varying opinions of individual members.

2. Consent agenda (attachments 2.2)

2.2 Approval of minutes of the previous meeting noting recording will be deleted once approved.

Motion: That the consent agenda motions (2.2) be approved in one motion was moved by Anil Gupta and seconded by Ian Sloman. None were opposed. The motion carried.

3. Review of action items from last meeting

	Action item	Assigned to	Status
129.1	DELETE The recording from the 128th meeting of the Qualifications Board held on September 15, 2024, will be deleted	Secretariat	Complete
129.2	POST revised Naval architectural engineering syllabus to the Engineers Canada website.	Secretariat	Complete
129.3	POST revised Mining and mineral engineering syllabus to the Engineers Canada website.	Secretariat	Complete
129.4	SEND Engineers Canada paper: Considering Emerging Areas of Engineering Practice to the Board for final approval.	Secretariat	Complete
129.5	SEND the draft revised Regulators Guideline on the professional practice of engineering for regulator consultation.	Secretariat	Complete
129.6	SEND the draft General direction for a guideline on the development and use of groundbreaking technology for regulator consultation.	Secretariat	Complete
129.7	SEND the draft revised Guideline on the academic assessment of non-CEAB applicants for regulator consultation.	Secretariat	Complete
129.8	SUPPORT next steps on 50-30 working group	All	Complete
129.9	50-30 working group – bring recommendations to April meeting	50-30 Working Group	Complete
129.10	EXECUTIVE – to draft letter on the value of the CEQB for presentation at April meeting	Executive	In Progress
129.11	ALL CEQB – SUBMIT proposals for 2026 work items by March 1	CEQB Members	Complete

4. Other CEQB Business

4.1 2026 work plan priorities for consultation

Frank Collins, CEQB Chair, presented

Three potential work plan items were proposed by CEQB members and officials for 2026 (proposals attached as appendices 4.1c-4.1e). Based on recent years, 2026 resources would likely allow for one new guideline, although up to two may be sent to determine regulator interest:

- Proposed New Guideline on fundamentals of consultation and engagement
- Proposed New Guideline on empathy as an engineering skill and tool
- Proposed New Guideline on the public conduct of engineers [from officials]

Amy Hsiao, Marcie Cochrane and Ryan Melsom, presented on the three proposed items. Thorough discussion from CEQB members noted that empathy as an engineering skill was what tied the 3 proposals together. It was also recommended that if not selected empathy as an engineering skill and tool would make a good workplan item for the Foresight committee.

CEQB members participated in an anonymous vote and Proposed New Guideline on the public conduct of engineers and Proposed New Guideline on fundamentals of consultation and engagement were selected as to be sent to regulators as potential new work items for 2026.

January 21, 2025: *Template available*

March 1, 2025: *Proposed items due to Secretariat*

April 5, 2025: *Potential 2026 work items reviewed at CEQB meeting*

July 2025: *Work plan consultation reviewed at teleconference*

Work plan approved by CEQB

October 2025: *Work plan presented at Engineers Canada Board meeting for comments*

December 2025: *Work plan approved by Engineers Canada Board*

Motions:

THAT the CEQB agrees on 1-2 proposals for potential new work items in 2026 was moved by Rishi Gupta, seconded by John Diiwu none were opposed. The motion carried.

AND

THAT the new 2026 work item proposals, and items up for cyclical reviews in 2026, be sent to the regulators for consultation was moved by Amy Hsiao and seconded by Margaret Anne Hodges. None were opposed. The motion carried.

Action item 130.1

Special presentation for departing CEQB Members

5. Committee Reports

Frank Collins, CEQB Chair, presented:

5.1 Syllabus Committee

Kamran Behdinan, Committee Chair, presented,

- *Regulator interest in reviewing the revised Regulators Guideline on the academic assessment necessitated a delayed timeline*

- *Now planned for approval in July*
- *Reviews in 2025:*
 - *2017 Computer engineering syllabus (2024)*
 - *2018 Environmental engineering syllabus*
 - *2018 Geological engineering syllabus*
 - *2018 Geomatics engineering syllabus*

5.2 Practice Committee

Sam Inchasi, Committee Chair, presented:

- Regulator interest in reviewing the revised Guideline on the practice of engineering necessitated a delayed timeline
 - Now planned for approval in July
- New members have joined committee: John Diiwu and Adam Wallace
 - May reach out to regulators for an additional member
- In the early stages of reviewing the Guideline on qualified persons in demand-side legislation
 - Project may unfold into new regulator guidance on vexatious complaints and misuse of complaints process by the public

5.3 Foresight Committee

Sam Inchasi, Committee Chair, presented:

- Two working groups have been formed to cover development of two thought papers:
 1. Evolution of Engineering Education
 2. Technological Advances and Their Impacts
- Challenges in establishing process for this subcommittee, as it does not function according to the standard CEQB development process
 1. Staff workload has contributed to ability to drive the work
- Papers anticipated for completion at the July 2025 meeting
 1. They are planned to be presented “For information”, rather than as a typical CEQB approval

5.4 Executive Committee

Frank Collins, CEQB Chair, presented:

- Met virtually on March 7 to review January meeting feedback, April CEQB meeting agenda, and work plan progress.
- Decided to develop a more formal response to the Future of Engineering Accreditation project (for discussion under item 9)
 - Prioritized this over the letter outlining the CEQB’s value, as the timely delivery of feedback was important to being considered as part of the Board’s decision making; this also allowed for a more collaborative approach (tomorrow’s workshop)
- Sam Inchasi takes over as CEQB Chair in July

5.5 50-30 Working Group

Marcie Cochrane, Working Group Chair, presented:

- Diversity of thought is a hallmark of successful boards, and without a systematic, strategic way to encourage this, decision making can become biased and unreflective of the protection of the public that work is intended to serve.
- In April 2024, the CEQB determined that it would strike a 50-30 champions group to propose

practices and recommendations that would facilitate thought diversity and help ensure alignment with Engineers Canada's 50-30 objectives.

- In January 2025, based on a recommendation from the 50-30 Champions and several additional CEQB members, the CEQB voted to create a 50-30 working group, whose purpose was to bring forward recommendations for improvements to CEQB practices. The working group sent a survey to CEQB members in order to inform the recommendations presented.
- The 50-30 survey feedback indicated that it was important to be clear about the goals, objectives, and impact to existing QB practices when making any 50-30 initiated policy or process change. It is important to note that as CEQB considers proposals, it must also consider unintended consequences of decisions (e.g. impacts on the openness of discussions), as well as guardrails that can be put in place to mitigate these (e.g. annual process reviews, satisfaction surveys)

Motions:

THAT CEQB implements a continuous improvement moment at its meetings, focused on specific improvements to CEQB governance and meeting practices.

AND

THAT CEQB recommends to the Board that a workshop on an EDI-related topic be included as part of the CEQB's 2026 proposed budget.

AND

THAT CEQB develops a communication approach aimed at improving the understanding of the committee's purpose and mandate moved as one motion by Marcie Cochrane and seconded by Amy Hsiao. None were opposed. The motions carried.

Action item 130.3 & 130.4

5.6 Nominations Committee

Tim Kirkby, Committee Chair, presented:

- As per Board Policy 6.10, all discussion about nominees is considered confidential, so only high-level information can be shared:
 - 3 Regulators have submitted regional member nominees for Engineers Canada Board approval:
 - › Engineers Nova Scotia (Atlantic)
 - › Engineers Geoscientists Manitoba (Prairies)
 - › L'Ordre des ingénieurs du Québec (Québec)
 - No reappointments were required this year
 - Announcements on new members will be made following the May Board meeting

6. Reports on Engineers Canada Board Activities

Tim Kirkby and Sudhir Jha, Board Appointees, presented:

- A presentation was made to Presidents on decisions to be made at the Annual Meeting of

members (AMM)

- Engineers Canada reduced operating costs by \$765K between 2024 and 2025
- Will request a raise in the Per Capita Assessment Fee to \$11 in May 2025
- Decisions from February:
 - Presentation by the CEO (including information on Realizing FEA)
 - Presentations by CEO Group, Presidents, CEQB, and CEAB (workplan approved)
 - Directors accepted the Strategic Performance Report for 2024, to be presented at the AMM
 - 2025 CEO Objectives were discussed and approved

5.5 50-30 Working Group Continual Improvement Moment

The 50-30 Working Group deliberated over lunch and Marcie Cochrane presented the first Continual Improvement Moment to be continued in future CEQB meetings.

7. National Groups

Frank Collins, CEQB Chair, presented:

7.1 National Admissions Officials Group (NAOG) Update

Cliff Knox, NAOG Chair, presented:

Recent NAOG Work/Discussions

- Sharing of new challenges and happenings at each regulator (roundtable updates)
- Recent NAOG initiative was launched to compile the updated practices for each regulator's approach to non-CEAB academic assessments
 - This exercise resulted from a request from the CEO Group and the eventual goal of this work is to further collaborate and harmonize on the policies and practices for non-CEAB academic assessments (where possible)
- Recent initiative to compile updated regulator practices & average processing timeframe for Canadian interjurisdictional mobility applications
 - Conducted in response to the recent federal/provincial government(s) announcements related to reducing barriers for internal labour mobility in Canada

Future NAOG Work/Discussions

- NAOG will next meet virtually on May 7th. Discussions expected to include;
 - Challenges and new happenings at each regulator
 - Overview of updated regulator practices and next steps for harmonized policy for non-CEAB academic assessments
 - Discussion on recent federal & provincial government(s) announcements on potential changes to Canadian labour mobility requirements
 - Next steps/updates related to Engineers Canada's Strategic Priority for "Realizing accreditation and academic assessments (RAAA)" (follow up to Futures of Engineering Accreditation (FEA) work)

7.2 National Practice Officials Group (NPOG) Update

Kelly Dayman, NPOG Chair, presented:

Recent NPOG Work/Discussions

- Since the last QB update, recent NPOG discussions have included;
 - Challenges and new happenings at each regulator (roundtable updates)
 - Updates related to NPOG's Classes of Licensure, CPD, and Business Entity Regulation

tables that summarize regulator policies and practices in these areas

- Discussion on recent NPOG initiative related to “MOU on Interjurisdictional CPD Acceptance” and overview of outstanding regulator concerns with adoption
- Status of EC submission/next steps related to PSPC’s “Policy Notification 48R2” which imposes requirements for bilingual engineering documents on bids for federal projects

Future NPOG Work/Discussions

- NPOG will next meet virtually on May 13th. Discussions are expected to include;
 - Challenges and new happenings at the regulators (roundtable updates)
 - Discussions on how to address increasing tension resulting from perceived scope of practice overlap between engineers and architects in many provinces

7.3 National Discipline and Enforcement Officials Group (NDEOG) Update

Danielle Unett, NDEOG Chair, presented:

Recent NDEOG Work/Discussions

- NDEOG last met virtually on March 6th, their discussions included;
 - Challenges and new happenings at each regulator (roundtable updates)
 - Group enforcement efforts for problematic companies inaccurately advertising services or providing services without the appropriate permit/license
 - Vexatious complaints and disruption of investigation processes

Key recent development that is of concern for engineering regulators & NDEOG

- Implications related to recent Nova Scotia government announcement on [Bill-36](#) (“An Act Respecting Free Trade and Mobility within Canada”)
 - Bill-36, if enacted, would allow for all licensed professionals (including professional engineers) from any province/territory in Canada to be treated as though they have the equivalent license with Nova Scotia regulator (in our case, Engineers Nova Scotia)
 - Raises questions and concerns for how/which regulator(s) would have jurisdiction to discipline these individuals in event of incompetent/unsafe practice in Nova Scotia

Future NDEOG Work/Discussions

- NDEOG will next meet in person on June 4-5th in Charlottetown, PEI. Discussions are expected to include:
 - Review of NDEOG “MOU on Discipline and Enforcement”
 - Discussions on how to address issue of EITs who never progress to full licensure yet are suspected to be practicing engineering
 - Discussions on regulator protocols and practices for publication of discipline decisions and how to improve inter-jurisdictional sharing of decisions
 - Continued discussions on implications related to Nova Scotia Bill-36 & any other labour mobility developments

7.4 Comments from the regulators

Frank Collins, CEQB Chair, presented:

8. CEAB Update

Julius Pataky, CEAB Member, presented:

The purpose of accreditation

“To identify to the member engineering regulators of Engineers Canada those engineering programs whose graduates are academically qualified to begin the process to be licensed as professional engineers in Canada.”

CEAB Accreditation Criteria and Procedures

Linkage(s) with CEQB

- Direct report of the Engineers Canada Board
- Outputs support regulators' licensing processes
- Program data collected in accreditation process supports development of CEQB syllabi
 - Otherwise publicly available information but collated in a usable format for CEQB work
 - Syllabi are not used on an accreditation visit
- Impacted by outcomes of the Futures of Engineering Accreditation report recommendations

Visits

- 2024/2025 cycle: 97 programs at 21 institutions
 - First implementation of Tandem for accreditation
- 2025/2026 cycle: 70 programs at 16 institutions
- 2026/2027 cycle: 42 programs at 15 institutions

2025 Workplan

- Operational policies and procedures
 - Visits to programs with satellite campuses and/or feeder schools; Terminating programs; Focused visits; Risk-based trajectory decision matrix
- Revised Interpretive statement on curriculum content for options and dual discipline programs
 - Consultation report in progress
- Study trends in Graduate Attribute and Continual Improvement (GA/CI) criteria compliance
- Reconcile the Questionnaire, GA/CI rubrics, and accreditation criteria
- Consider adding a new clause to "Appendix 1 – Regulations for granting transfer credits" of the CEAB Accreditation Criteria and Procedures book
- Contributions to Futures of Engineering Accreditation recommendations
 - Exploring alternatives to the 'specified AU' criteria (course content which must be taught by faculty holding or progressing toward professional engineering licensure in Canada)
- Evaluation date for the *Temporary Exemption for Students Going on International Exchange*

International Engineering Alliance reviews

- Engineering New Zealand monitoring visit
 - Current Washington Accord signatory
- Council of Engineers Thailand verification review
 - Seeking full signatory status

9. CEQB response to the Path Forward Report

Frank Collins, CEQB Chair, presented:

The CEQB conducted a round table discussion regarding the response to the FEA path forward report presented to them. The recurring points were as follows:

- The tone and length of the current letter required attention
- A presentation to accompany the letter and set the tone could be beneficial
- Provide information on how the CEQB can be a collaborative partner and clarity on the role CEQB would like to offer in support of the FEA Path Forward
- CEQB members asked for clarification on budget and how this work would impact CEQB work

Amended Motion: *THAT the CEQB send CEQB response to the FEA Path Forward Report to the CEO and President, subject to amendments suggested and subject to electronic vote*

Action items: 130.6, 130.6 & 130.7

10. Introduction to Sunday discussion on Value of CEQB

Frank Collins, CEQB Chair, presented:

11. Items added to the agenda

No items were added to the agenda

12. Future meetings)

CEQB Teleconference call: July 2025 (Date to be determined by poll)

CEQB Fall meeting: September 21-22, 2025 (Saskatoon)

CEQB Teleconference call: January 2026 (Date to be determined by poll)

CEQB Spring meeting: April 11-12, 2026 (Ottawa)

13. Review of action items of the 130th Qualifications Board meeting

	Action item	Assigned to
130.1	SEND work plan items for regulator consultation	Secretariat
130.2	COMMUNICATE concerns about risk register language to the Board Secretary	Secretariat
130.3	SUPPORT 50-30 working group's next steps on implementing recommendations	Secretariat
130.4	RECORD norms on 50-30 and Indigenous moment in CEQB policy	Secretariat
130.5	SHARE CEAB response to FEA with CEQB, if possible	Secretariat
130.6	CEQB to SEND input to Ryan on the FEA response by April 14	Secretariat
130.7	SEND revised "CEQB response to the FEA Path Forward Report" to the CEQB for electronic approval	Secretariat

14. Conclusion

The meeting concluded.

Recordings of meeting are deleted once meeting minutes are approved.

Prepared by: Alison Peverley, Coordinator, Qualifications on behalf of:



Frank Collins, FEC, P.Eng.
Chair, Canadian Engineering Qualifications Board



Ryan Melsom, PhD
Secretary, Canadian Engineering Qualifications Board