

119th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD

Monday, July 18, 2022

1:00 pm-4:00 pm EDT

Held virtually

AGENDA

	Agenda item	Scheduled time	Presenter
1	Opening of the meeting	30m	Margaret Anne Hodges
1.1	Call to order and introduction of attendees		Margaret Anne Hodges
1.2	Approval of the agenda		Margaret Anne Hodges
	<i>Motion: That the agenda for the 119th meeting of the Qualifications Board be approved as distributed.</i>		
1.3	Declaration of conflict of interest (attachment 1.3)		Margaret Anne Hodges
2	Consent agenda (Attachments 2.2 to 2.5)	10m	Margaret Anne Hodges
2.1	CEQB members may request that an item be removed from the consent agenda for debate and deliberation. THAT the consent agenda motions listed below (2.2 to 2.5) be approved in one motion.		
2.2	Approval of minutes of the previous meeting (attachment 2.2)		
	<i>Motion: That the minutes from the 118th meeting of the Qualifications Board held on April 9, 2022, be approved as distributed.</i>		
2.3	Syllabus Committee (attachments 2.3 a-c)		
	<i>Motion: That the final revised Agricultural/Biosystems/Bioresource/Food engineering syllabus be approved and posted on the Engineers Canada website.</i>		
2.4	Admission Issues Committee (attachments 2.4 a-b)		
	<i>Motion: That the draft revised public Guideline on good character be approved for regulator consultation.</i>		
	Task force on software engineering (attachments 2.5 a-b)		

2.5	<i>Motion: That the draft revised Engineers Canada paper on software engineering be approved for regulator consultation.</i>		
3	Review of action items from last meeting	2m	Ryan Melsom
4	2023 CEQB Priorities (attachments 4.1 & 4.2)	30m	Margaret Anne Hodges
	<i>Motion: That the 2023 priorities be sent to the Engineers Canada Board for review and approval.</i>		Margaret Anne Hodges
5	Committee and task force approvals	15m	Margaret Anne Hodges
5.1	Practice Committee (attachments 5.1 a-b)		Sam Inchasi
	<i>Motion: That the draft public Guideline for engineers and engineering firms on Indigenous consultation and engagement be approved for regulator consultation.</i>		
5.2	Items pulled from consent agenda	15m	Margaret Anne Hodges
6	Items added to the agenda	10m	Margaret Anne Hodges
7	Future meetings CEQB Fall meeting: <i>REVISED DATES - September 18-19, 2022 (Vancouver)</i> CEQB Virtual workshop: <i>October 2022 (Date to be determined by Doodle poll)</i> CEQB Teleconference call and virtual workshop: <i>January 2023 (Date to be determined by Doodle poll)</i> CEQB Spring meeting: <i>April 1-2, 2023 (Ottawa)</i> CEQB Teleconference call: <i>July 2023 (Date to be determined by Doodle poll)</i>	5m	Margaret Anne Hodges
8	Review of action items of 119th Qualifications Board meeting	2m	Ryan Melsom
9	Conclusion		Margaret Anne Hodges

MINUTES OF THE 119TH MEETING

1. Opening of the meeting

The chair welcomed everyone to the meeting.

1.1. Call to order and introduction of attendees

Canadian Engineering Qualifications Board Members	Margaret Anne Hodges, FEC, FGC (Hon.), P.Eng., PMP	Chair
	Frank Collins, FEC, P.Eng.	Vice-chair
	Frank George, P.Eng., MBA, FEC, FGC (Hon.)	Past chair
	Anil Gupta, P.Eng., FEC, FGC (Hon.)	Alberta, Northwest Territories and Nunavut Representative
	Amy Hsiao, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Karen Savage, FEC, P.Eng.	British Columbia, Yukon Representative
	Marcie Cochrane, P.Eng., MBA	Member-at-Large Representative
	Kamran Behdinan, PhD, P.Eng., FAAAS, FASME, FCAE, FEIC	Member-at-Large Representative
	Samer Inchasi, P.Eng., PMP	Member-at-Large Representative
	Roydon Fraser, PhD, FEC, P.Eng.	Ontario Representative
	Nadia Lehoux, ing., PhD	Québec Representative
	Ian Sloman, MEng, P.Eng.	Saskatchewan, Manitoba Representative
	Qing Zhao, PhD, P.Eng.	Member-at-Large Representative
Engineers Canada Board Appointee	Sudhir Jha, M.Eng., FEC, P.Eng.	
	Marisa Sterling, P. Eng., FEC	
Engineers Canada Staff	Stephanie Price, P.Eng., CAE	Executive Vice President, Regulatory Affairs
	Ryan Melsom, PhD	Manager, Qualifications and CEQB Secretary
	Isabelle Flamand	Specialist, Qualifications
	Alison Peverley	Coordinator, Qualifications
	Patricia, Segre	Strategic and Operational Planning Officer, Organizational Excellence

1.2 Approval of the agenda

Motion: That the agenda of the 119th Meeting of the Qualifications Board be approved as distributed was moved by Karen Savage and seconded by Anil Gupta. None were opposed. The agenda was approved.

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 to 2.5)

A CEQB member requested that item 2.4 *Guideline on good character* be removed from the consent agenda and added for discussion.

Motion: THAT the consent agenda motions listed below (2.2, 2.3 and 2.5) be approved in one motion was moved by Ian Sloman and seconded by Frank Collins. None were opposed. The motion carried.

2.2 Approval of minutes of the previous meeting

Motion: That the minutes from the 118th meeting of the Qualifications Board held on April 9, 2022, be approved as distributed.

2.3 Syllabus Committee

Motion: That the final revised Agricultural/Biosystems/Bioresource/Food engineering syllabus be approved and posted on the Engineers Canada website.

2.5 Task force on software engineering

Motion: That the draft revised Engineers Canada paper on software engineering be approved for regulator consultation.

3. Review of action items from last meeting

	Action item	Assigned to	Status
118.1	Send Agriculture/biosystems/bioresource/food engineering syllabus for consultation.	Secretariat	Completed
118.2	Add question about consultation frequency and timing to the NAOG pulse check.	Secretariat	Completed
118.3	Syllabus Committee to review wording on Engineers Canada	Secretariat	In progress

	website.		
118.4	Change process for syllabus approval (CEQB approvals finalized syllabus).	Secretariat	Completed
118.5	Revise emerging disciplines proposal to an investigative paper and consult with regulators on 2023 work plan priorities.	Secretariat	Completed

4. 2023 CEQB Priorities (attachments 4.1 & 4.2)

Motion: That the 2023 priorities be sent to the Engineers Canada Board for review and approval. was moved by Karen Savage and seconded by Kamran Behdinan. None were opposed. The motion carried.

CONSIDERATIONS

Based on regulator support and current work items, it was recommended that six additional items be added to the CEQB's work plan in 2023. Information about the rationale for these decisions is available in attachment 4.2:

- New Engineers Canada paper on the regulation of emerging disciplines
- Review of 2014 Regulators guideline on principles for character investigations
- Review of 2016 Public guideline on assuming responsibility for the work of engineers-in-training
- Review of 2007 Building engineering syllabus
- Review of 2017 Industrial engineering syllabus
- Review of 2017 Petroleum engineering syllabus

5. Committee and task force approvals

5.1 Practice Committee (attachments 5.1 a-b)

Sam Inchasi, chair of the Practice Committee, presented. In early 2021, the services of an Indigenous-led consulting team from Urban Systems were engaged, and the CEQB Practice Committee began advising on the development of a series of five regional and national gatherings. These gatherings, which saw up to 50% participation from Indigenous people and which also invited engineers who have worked extensively with Indigenous communities, provided the foundation for the general direction document which received final approval from the CEQB in April 2022. The general direction, which reflects a consensus from regulators and stakeholders on the guideline's purpose and content, forms the basis on which this draft guideline has been created.

A CEQB member suggested providing more information about reconciliation in the guideline. A CEQB member questioned whether the phrases "serving the community" or "for the community" should be

shifted to “with the community” throughout the document. The Practice Committee hopes the concerns regarding further information on reconciliation can be addressed in the cover letter that will be included with the final guideline. This feedback will be incorporated as part of the consultation feedback, and addressed then. **(action item 119.3)**

Motion: That the draft public Guideline for engineers and engineering firms on Indigenous consultation and engagement be approved for regulator consultation was moved by Marisa Sterling and seconded by Frank Collins. None were opposed. The motion carried.

5.2 Good Character Guideline

Qing Zhao, chair of the Admissions Issues Committee, provided an overview of the updates to the guideline. The Guideline on good character was requested to be updated by the regulators given the increased dependency in 2020-2021 on virtual and remote engineering work, study, applications, and examinations. Regulators wanted the guideline to better address the ever-changing virtual world given some increased findings of things such as self-validation in the newly implemented CBA system, tampering of official documents submitted virtually, and other ‘new’ good character related risks. The CEQB workshop held in January was focused on these issues, and revisions were identified and deemed minimal based on discussions, regulators’ feedback, and presentations.

A member asked that some minor editorial changes be made to the guideline. Changes will be made where possible before sending the document for regulator consultation. **(action item 119.5)**

Motion: That the draft public Guideline on good character be approved for regulator consultation was moved by Qing Zhao and seconded by Anil Gupta. None were opposed. The motion carried.

6. Items added to agenda

There were no other items added to the agenda.

7. Future Meetings

CEQB Fall meeting: REVISED DATES - September 18-19, 2022 (Vancouver)

CEQB Virtual workshop: October 2022 (Date to be determined by Doodle poll)

CEQB Teleconference call and virtual workshop: January 2023 (Date to be determined by Doodle poll)

CEQB Spring meeting: April 1-2, 2023 (Ottawa)

CEQB Teleconference call: July 2023 (Date to be determined by Doodle poll)

8. Review of action items of 119th Qualifications Board meeting

	Action item	Assigned to
119.1	Agricultural/biosystems/bioresource/food engineering syllabus on the Engineers Canada website.	Secretariat
119.2	Send reviewed draft Engineers Canada paper on software engineering for consultation.	Secretariat
119.3	Incorporate CEQB comments on Indigenous consultation and engagement guideline, and covering letter, as part of the consultation feedback.	Secretariat
119.4	Send draft Guideline for engineers and engineering firms on Indigenous Consultation and engagement for consultation.	Secretariat
119.5	Incorporate CEQB comments to the Admissions Issues Committee as part of the consultation feedback.	Secretariat
119.6	Send reviewed draft Guideline on good character for consultation.	Secretariat
119.7	Provide acronyms on consultation documents going forward.	Secretariat
119.8	Review presentation of materials on work plan consultation process from April.	Secretariat

9. Conclusion

The meeting concluded.

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



Margaret Anne Hodges, FEC, FGC (Hon),
P.Eng., PMP
Chair, Canadian Engineering Qualifications
Board



Ryan Melsom, PhD
Secretary, Canadian Engineering
Qualifications Board