

129th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD

MONDAY, January 20, 2025

12:00 p.m. – 3:00 p.m. ET

Virtual meeting via Zoom

AGENDA

	Agenda item	Scheduled time	Presenter
1	Opening of the meeting	12:00pm	Frank Collins
1.1	Call to order and introduction of attendees		Frank Collins
	Approval of the agenda	12:15pm	Frank Collins
1.2	<i>Motion: That the agenda for the 129th 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 (Attachment 2.2 to 2.5)	12:20pm	Frank Collins
	CEQB members may request that an item be removed from the consent agenda for debate and deliberation.		
2.1	<i>THAT the consent agenda motions listed below (2.2 to 2.8) be approved in one motion.</i>		
	Approval of minutes of the previous meeting (attachment 2.2)		
2.2	<i>Motion: That the minutes from the 128th meeting of the Qualifications Board held on September 15, 2024, be approved as distributed.</i>		
	Approval of the revised Naval architectural engineering syllabus		
2.3	<i>Motion: That the final Naval architectural engineering syllabus be approved for posting to the Engineers Canada website.</i>		
	Approval of the revised Mining and mineral engineering syllabus		
2.4	<i>Motion: That the final Mining and mineral engineering syllabus be approved for posting to the Engineers Canada website.</i>		
	Approval of the final Engineers Canada paper: Considering Emerging Areas of Engineering Practice		
2.5	<i>Motion: That the final Engineers Canada paper: Considering Emerging Areas of Engineering Practice be sent to the Board for final approval.</i>		
	Approval of draft revised Regulators Guideline on the professional practice of engineering in Canada		
2.6	<i>Motion: That the draft revised Regulators Guideline on the professional practice of engineering in Canada be approved for regulator consultation.</i>		
2.7	Approval of the draft General direction for a guideline on the development and use of groundbreaking technology in		

	engineering		
	<i>Motion: That the draft General direction for a guideline on the development and use of groundbreaking technology in engineering be sent for regulator consultation.</i>		
2.8	Approval of the draft revised Guideline on the academic assessment of non-CEAB applicants		
	<i>Motion: That the draft revised Guideline on the academic assessment of non-CEAB applicants be approved for regulator consultation.</i>		
3	Review of action items from last meeting	12:30pm	Ryan Melsom
4	Other CEQB Business		
	Update on CEQB alignment with 50-30 initiative	12:40pm	Marcie Cochrane
4.1	<i>Motion: THAT the CEQB explore and implement process and practice improvements that enhance the culture and function of the board.</i>		
	AND THAT the 50-30 working group develop an attributes matrix and supplementary resources to provide the CEQB with a process that supports their ongoing efforts to achieve a diverse membership, as defined by Board policy.		
4.2	Proposed letter outlining the value of the CEQB	1:20pm	Frank Collins
4.3	Launch of the 2026 work plan development process	1:40pm	Ryan Melsom
5	Items added to the agenda	1:50pm	Frank Collins
	Future meetings	2:05pm	Frank Collins
6	<i>CEQB Spring meeting: April 5-6, 2025 (Ottawa)</i>		
	<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>		
7	Review of action items of the 129th Qualifications Board meeting	2:10pm	Ryan Melsom
8	Conclusion	2:20pm	Frank Collins

MINUTES OF THE 129th 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 Behdinan, 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	Marlo Rose, MBA, FEC, P.Eng.	
	Jitendra Paliwal, PhD, FEC, P. Eng.	
	Elliot Coles, FEC, P.Eng.	
	Christian Bellini-Blackwell, FEC, P.Eng.	
Engineers Canada Staff	Trina Hubley, B.Sc., MBA, MA	Vice President, Regulatory Affairs
	Ryan Melsom, PhD	Manager, Qualifications and CEQB Secretary
	Megan Falle	Manager, Regulatory Liaison
	Alison Peverley	Coordinator, Qualifications

Observers	Stephanie Doucet-Landry, P.Eng., FEC	APEGNB
	Cliff Knox, MBA, P.Eng.	NAOG
	Jason Ong, FEC (Hon.), P.Eng	EGBG
	Kate MacLachlan Ph.D., P.Geo., FGC, FEC (Hon.)	NAOG

1.2. Approval of the agenda

Motion: THAT the agenda of the 129th Meeting of the Qualifications Board be approved as distributed moved by Sudhir Jha and seconded by Rishi Gupta. 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 2.2-2.8)

2.2 Approval of minutes of the previous meeting *noting recording will be deleted once approved.* **Action item 129.1**

2.3 Motion: That the final Naval architectural engineering syllabus be approved for posting to the Engineers Canada website. **Action Item 129.2**

2.4 Motion: That the final Mining and mineral engineering syllabus be approved for posting to the Engineers Canada website. **Action item 129.3**

2.5 Motion: That the final Engineers Canada paper: Considering Emerging Areas of Engineering Practice be sent to the Board for final approval. **Action item 129.4**

2.6 Motion: That the draft revised Regulators Guideline on the professional practice of engineering in Canada be approved for regulator consultation. **Action item 129.5**

2.7 Motion: That the draft General direction for a guideline on the development and use of groundbreaking technology in engineering be sent for regulator consultation. **Action item 129.6**

2.8 Motion: That the draft revised Guideline on the academic assessment of non-CEAB applicants be

approved for regulator consultation. **Action item 129.7**

Motion: That the consent agenda motions (2.2 to 2.4) be approved in one motion was moved by Margaret Anne Hodges and seconded by Anil Gupta. None were opposed. The motion carried.

3. Review of action items from last meeting

Action item		Assigned to Status	
128.1	SHARE key links and documents mentioned in the meeting	Secretariat	Complete
128.2	PUBLISH The revised Petroleum engineering syllabus on the Engineers Canada website.	Secretariat	Complete
128.3	SEND The draft Engineers Canada paper on emerging disciplines for regulator consultation.	Secretariat	Complete
128.4	SHARE CEQB comments on draft Engineers Canada paper on the regulation of emerging disciplines with Practice Committee as part of the consultation feedback	Secretariat	Complete
128.5	SEND Amy Hsiao's name for board approval as incoming CEQB Vice Chair	Secretariat	Complete

4. Other CEQB

4.1 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 profession of 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.
- Subsequently, in September 2024, a working group was established to bring forward recommendations at the January CEQB meeting.
- *In consultation with the CEQB Executive, the recommendation is to explore and implement process and practice improvements that enhance the culture and function of the board and support the desired goal to develop and maintain a CEQB composition that fosters diversity of thought. Actions to support this could include:*
 1. *Training and education for the entire CEQB, such as workshops*
 2. *Sharing optional resources and available learning opportunities*
 3. *Review and adjustments to the new member onboarding process*
 4. *Review of practices and policies to identify opportunities for improved inclusion and accessibility*
 5. *Establishment of an inclusion moment at the beginning of meetings*
- *Develop of an attributes matrix and supplemental resources to support the desire to foster thought diversity and to meet the composition goals stated in the Engineers Canada Board Policy by creating a framework that:*

1. Guides the assessment of various aspects of CEQB composition.
2. Identifies gaps and informs the desired attributes when recruiting new members.

***THAT** the CEQB explore and implement process and practice improvements that enhance the culture and function of the board AND THAT the 50-30 working group develop an attributes matrix and supplementary resources to provide the CEQB with a process that supports their ongoing efforts to achieve a diverse membership, as defined by Board policy was moved by Marcie Cochrane and seconded by Amy Hsiao. One abstained. None were opposed. The motion carried.*

Action item 129.8 & Action Item 129.9

4.2 Proposed letter outlining the value of the CEQB

Frank Collins, CEQB Chair, presented:

The CEQB Executive Committee is seeking the committees support in drafting a letter outlining the value of the CEQB. This comes at a time of ongoing changes to Engineers Canada's structure which impacts the CEQB. The national perspective the CEQB brings to Engineers Canada is invaluable and preserving that perspective in the years to come will be critical. The purpose of this letter is to advise the Engineers Canada Board on what the future of the CEQB might look like and where the CEQB members see the most value in the support that can be provided to Engineers Canada. It was noted that the timing of this letter aligns with being proactive in having a member perspective to drive forward the future of the CEQB.

Action item 129.10

4.3 Launch of the 2026 work plan development process

Ryan Melsom, CEQB Manager, presented,

- *CEQB members are encouraged to propose work plan items*
 - *Ideally, proposals should involve collaboration with regulators on their needs, as a way of building stronger support for CEQB's work*
 - *Secretariat is available to review and support on any proposals, and facilitate connections*
- *Non-CEQB stakeholders (e.g., officials) may also submit items for CEQB to consider*
 - *Secretariat will bring attention to items suggested/flagged at officials group meetings*
- *Template will be distributed and made available on the CEQB Teams Space following the meeting*

January 21, 2025: Template available

March 1, 2025: Proposed items due to Secretariat Action item 129.11

April 5, 2025: All proposed items approved for consultation at CEQB meeting

July 2025: Work plan consultation reviewed, and work plan approved at teleconference

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

December 2025: Work plan approved by Engineers Canada Board

5. Items added to the agenda

No items were added to the agenda

6. Future meetings

CEQB Spring meeting: April 5-6, 2025 (Ottawa)

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)

7. Review of action items of the 128th Qualifications Board meeting

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

8. 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