

GOVERNANCE COMMITTEE WEBINAR

November 28, 2018 (1:00 – 2:30 ET)

APPROVED MINUTES

Committee Members in attendance			
R. Kinghorn, Chair	A. Bergeron	L. Champagne	L. Doig
J. Holm			
Committee Members sending regrets			
S. Devereaux			
Staff			
S. Price	W. Guy	J. Christou	
Observer			
C. Comeau			

	Item
1	<p><b>Opening of meeting and approval of agenda</b></p> <p>The Chair opened the meeting at 1:03 and confirmed that the agenda includes the approval of the previous meeting minutes, a review of the Governance 2.0 Document, an update on the GSPC project, policy review and approval. A review of the Strategic planning process was added to the agenda under item 3.</p>
2	<p><b>Approval of minutes from October 29, 2018</b></p> <p>Moved by J. Holm, seconded by A. Bergeron</p> <p><i>THAT the Governance committee approve the minutes as written from October 29, 2018.</i></p> <p>Carried</p>
3	<p><b>Review of GSPC Governance 2.0 Document</b></p> <p>S. Price provided an overview of the consultation process happening in the new year: individual consultations with APEGA, PEO and OIQ and group consultations happening with the other regulators at the Winter meetings in two groups.</p> <p>A discussion surrounding the access of the Engineers Canada President to the NCDEAS occurred, and it was agreed the document would stay as is, with the edit of changing the gender neutral wording referencing the President be changed from they to he/she to reduce confusion.</p>

	<p>It was suggested there be an additional quote referencing mitigation added to section 3.5 regarding Risk.</p> <p>Sections 2.8.1 and 2.8.2 should be modified to provide clarity.</p> <p>Moved by L. Doig, seconded by L. Champagne  <i>THAT the Governance committee approve the Governance 2.0 document with discussed modifications for distribution to all regulators before December 21, 2018.</i>  Carried</p>
4	<p><b>Update on GSPC consultation program work</b></p> <p>S. Price provided a verbal update of the status of the consultation process within the GSPC project.</p> <p>S. Price referenced the Engineers Canada Strategic Planning Process document and walked through the document. There was discussion about the length of the process, and it was agreed that the bulk of the work is complete, and this work could continue with staff support to completion if needed.</p>
5	<p><b>Approval of revised and new policies</b></p>
	<p><b>Policy 1.3 Purpose of Engineers Canada</b></p> <p>Moved by J. Holm, seconded L. Champagne  <i>THAT Policy 1.3 be brought before the Board for approval on March 1, 2019.</i>  Carried</p>
	<p><b>Policy 1.4 Three-Year Strategic Plan</b></p> <p>Deferred</p>
	<p><b>Policy 4.1 Board responsibilities</b></p> <p>Moved by L. Doig, seconded by A. Bergeron  <i>THAT Policy 4.1 with an additional sentence in the second paragraph, and the addition of point 7 about maintaining relationships be brought before the Board for approval on March 1, 2019.</i>  Carried</p>
	<p><b>Policy 4.5 CEO Group Advisor to the Board</b></p> <p>Moved by A. Bergeron, seconded by J. Holm  <i>THAT Policy 4.5 with discussed modifications be brought before the Board for approval on March 1, 2019.</i>  Carried</p>
	<p><b>Policy 6.8 Governance committee terms of reference</b></p> <p>Approved last meeting</p>

	<p><b>Policy 7.1 Board, committee and other volunteer expenses</b> To be worked on by Finance Committee</p>
	<p><b>Policy 7.2 Board relationship with CFES</b> Moved J. Holm, seconded L. Champagne <i>THAT Policy 7.2 be brought before the Board for approval on March 1, 2019</i> Carried</p>
	<p><b>Policy 7.3 Board relationship with NCDEAS</b> Moved by L. Champagne, seconded by J. Holm <i>THAT Policy 7.3 with a modification to point 4 be brought before the Board for approval on March 1, 2019</i> Carried</p>
	<p><b>Policy 7.4 Board relationship with external organizations</b> Deferred The committee agreed that the policy should be revised so as to differentiate between partnerships and relationships, to establish a clear distinction between Board and operational responsibility and to include both partnerships and relationships in the list of organizations.</p>
	<p><b>Policy 9.1 Board approved documents – AB Documents</b> Deferred as the Accreditation Board would like to consult with their Policies and Procedures Committee in January, this policy will not be ready for approval in March</p>
	<p><b>Policy 9.2 Board approved documents – QB Documents</b> Moved by A. Bergeron, seconded by J. Holm <i>THAT Policy 9.2 with the recent addition of the consultation diagram be brought before the Board for approval on March 1, 2019</i> Carried</p>
	<p><b>Policy 9.3 Board approved documents - National position statements</b> Moved J. Holm, seconded L. Champagne <i>THAT Policy 9.3 be brought before the Board for approval on March 1, 2019</i> Carried</p>
7	CLOSING – All business was completed, and the meeting was brought to a close at 2:29pm.