

MINUTES OF THE 208th ENGINEERS CANADA BOARD MEETING

May 28, 2021, 10:00am-5:00pm (ET) via zoom

The following Directors were in attendance	
J. Boudreau, President (Chair), APEGNB D. Lynch, Past President, APEGA D. Chui, President-Elect, PEO K. Baig, OIQ M. Belletête, OIQ C. Bellini, PEO V. Benz, APEGA J. Card, PEGNL J. Dunn, Engineers PEI D. Gelowitz, APEGS	N. Hill, PEO J. Holm, Engineers & Geoscientists BC S. Jha, NAPEG T. Joseph, APEGA D. Nedohin-Macek, Engineers Geoscientists MB K. Reid, PEO R. Trimble, Engineers Yukon M. Wrinch, Engineers & Geoscientists BC C. Zinck, Engineers Nova Scotia
The following Directors sent regrets	
J. Tink, APEGA	N. Turgeon, OIQ
The following CEO Group Advisor was in attendance	
K. King, Chair, CEO Group	
The following Direct Reports to the Board were in attendance	
B. Dony, Chair, CEAB M. Mahmoud, Chair, CEQB	G. McDonald, CEO E. Spence, Legal Counsel and Corporate Secretary
The following observers were in attendance	
A. Anderson, Director-nominee, Engineer Yukon A. Arenja, Director-nominee, PEO N. Avila, Director-nominee, APEGA M.E. Barrera, CACEI S. Belton, Hub International C. Bergeron, CFES J. Bradshaw, CEO & Registrar, PEGNL D. Chong, President, ABET E. Coles, President, Engineers PEI G. Connolly, Director-Nominee, Engineers PEI R. Crawhall, Canadian Academy of Engineering C. Cumming, President, Engineers Nova Scotia L. Daborn, CEO, APEGNB K. Darr, President, APEGS K. Deluzio, EDC A. English, CEO & Registrar, Engineers & Geoscientists BC F. George, Vice-Chair, CEQB T. Hatley, NSPE J. Hazenberg, President, NAPEG K. Hogan, Vice-President, Engineers Yukon S. Holmes, Director-nominee, APEGS A. Kavanagh, TD Insurance P. Lafleur, Vice-Chair, CEAB J. Landrigan, Executive Director & Registrar, Engineers PEI	J. Loría, CACEI P. Mann, CEO Engineers Nova Scotia V. McCormick, Executive Director & Registrar, NAPEG B. McDonald, Executive Director, APEGS M. Milligan, ABET J. Nagendran, Registrar & CEO, APEGA W. O'Keefe, Chair-Elect, PEGNL C. Park, VP, Engineers & Geoscientists BC M. Parkhill, President, Geoscientists Canada M. Paul-Elias, Vice-President, APEGNB W. Schreuders, XL Insurance Company Limited M. Schulz, NSPE L. Spence, President, Engineers & Geoscientists BC D. Spracklin-Reid, Director-nominee, PEGNL M. Sterling, President, PEO M. Stiles, TD Insurance M. Stothart, President, APEGNB A. Waldie, Geoscientists Canada M. Williams, Vice President, NAPEG R. Wilson, Hub International H. Yang, Incoming CEO & Registrar, Engineers & Geoscientists BC Y. Yang, CFES K. Zaitseva, Association for Engineering Education Russia J. Zuccon, CEO & Registrar, PEO

The following staff were in attendance	
K. Bouffard, Manager, Outreach	D. Menard, Director, Finance
E. David, Planning, Event, and Change Practitioner	S. Price, Executive Vice President, Regulatory Affairs
S. Francoeur, Director, Human Resources	C. Polyzou, Manager, Diversity, Equity, and Inclusion
R. Gauthier, Executive Assistant	L. Scott, Manager, Member Services
B. Gibson, Manager, Communications	J. Southwood, VP, Corporate Affairs & Strategic Partnerships
C. Mash, Governance Administrator	J. Taylor, Manager, Public Affairs
R. Melsom, Manager, CEQB	M. Warken, Manager, CEAB

1. Opening

1.1 Call to order and approval of agenda

J. Boudreau called the meeting to order at 10:02am (ET). Participants were welcomed and the land was acknowledged.

Motion 2021-05-1D

Moved by K. Reid, seconded by M. Wrinch

THAT the agenda be approved and the President be authorized to modify the order of discussion.

Carried

Participants were reminded of the meeting rules:

- Raise hand to be added to the list of speakers.
- Speak for only two minutes (timer is projected on the screen).
- Speak a second time only if everyone else has had a chance to speak.
- Only new information is brought forward should individuals speak again.

J. Boudreau shared a safety minute with the Board, focused on spring cleaning ideas to consider in ensuring living spaces remain secure and comfortable.

J. Boudreau also presented a diversity moment to bring awareness to unconscious bias. Unconscious bias (or implicit bias) is often defined as prejudice or unsupported judgments in favor of or against one thing, person, or group as compared to another, in a way that is usually considered unfair. This bias is part of the way human brains work but it can lead to discrimination and blind spots. It was noted that the Board will be receiving training dedicated to this topic during their workshop on June 14, and a brief video by PwC was shared.

1.2 Declaration of conflict of interest

No conflicts were declared. Participants were reminded to declare a conflict at any time during the meeting, as necessary.

1.3 Review of previous Board meeting

a) Action item list

The action list was pre-circulated with all work completed or underway. No questions were received.

b) Board attendance list

The attendance list was pre-circulated. No questions were received.

2. Executive reports

2.1 President's report

A detailed report was pre-circulated. J. Boudreau noted the one-on-one video calls had with each of the 2021 award winners that occurred after the report was generated. Regrets were provided to the PEO AGM, but otherwise, all obligations for the year were met.

J. Boudreau further reflected that COVID-19 did provide the opportunity to attend more events than normal due to virtual participation, although disappointment was expressed of not being able to meet face-to-face with the Regulators.

No questions were received.

2.2 CEO update

G. McDonald noted the CEO Updates that are emailed weekly as the source for important news. In addition, an update on the office was provided. The provincial requirements do not currently allow for Engineers Canada's office to be open, and although a slow re-opening will occur once it is allowed, it is projected that the office will be re-opened to all staff in September. Staff will also be provided with options for continuing to work from home, and the details of this are being considered. Operational meetings in a face-to-face environment are suspended until early 2022 in support of the different stages of the pandemic across Canada.

J. Boudreau was congratulated and thanked for her year of leadership over the exceptionally challenging year.

No questions were received.

2.3 Q1 Interim performance report to the Board

The Q1 report was pre-circulated, currently indicating all green for both annual objectives and strategic outcomes. With the exception of accountability in accreditation that may experience some delays in achieving all outcomes by the end of the strategic plan period, everything is on track for completion. Specifically, the stated outcome that Higher Education Institutions (HEIs) feel supported in their efforts to incorporate educational innovation, and the outcomes regarding satisfaction with the CEAB's approach to change may be challenged.

2.4 Consultation report

D. Chui presented the pre-circulated report. The following questions were addressed:

- Given that Regulator response rates to consultations were low, how did Engineers Canada try to increase this and garner responses aside from email? S. Price noted that consultation also takes place in meetings, and that all verbal feedback is captured. In terms of follow-up, Engineers Canada reminds stakeholders when consultations are closing. It is assumed that Regulators are responding based on interest level. The response rate is concerning since the work has been requested by Regulators, however it could be considered that the work was satisfactory and required no further comments or discussion on concerns.
- Will Engineers Canada go back to the Regulators and discuss if they have issues with, or recommendations for the approach? Engineers Canada requested this type of feedback in the governance effectiveness survey and will continue to seek more feedback in other ways, to determine if the current approach requires attention.

2.5 CEO Group report

K. King provided the update on behalf of the group from their May meetings. Representation was present from all Regulators, and the following discussion was captured:

- Several provinces are having issues with technologists requesting practice rights through the government. The concern is that the definition of their practice overlaps with engineering, and there is no clear line separating the two professions. If practice rights are granted and are not overseen by engineering Regulators, it could become a public safety issue.
- Heidi Yang, incoming Engineers and Geoscientists BC CEO, was welcomed to the group.
- A. English was commended for providing invaluable expertise over the last eight (8) years. A. English has served as Chair of the CEO Group, was a member of the Board Human Resources Committee and the CEO's Indigenous Advisory Committee. A. English's skills in organizational development, risk management, and effective governance have served Engineers Canada well and her expertise and passion for the profession will be greatly missed. J. Boudreau, on behalf of the Board, thanked A. English for her contributions and provided best wishes for retirement.

The presentation slides will be shared on the meeting document webpage.

2.6 Presidents Group report

M. Stothart provided the update on behalf of the group from their May meeting. Representation was present from all Regulators except for OIQ, and the following discussion was captured:

- J. Boudreau was commended for her work over the last year and for being a role model in times of turbulence.
- V. Benz noted that APEGA can provide some information on their standard for dealing with engineers' behavior outside the practice of engineering.
- J. Nagendran noted that APEGA has made a strong case that technologists should be part of the engineering regulator and not separate, given that the work of the technologists for the most part is within the scope of engineering. Trying to define scope in a succinct way is very difficult due to the vast field of engineering. APEGA and APEGNB are connecting on this matter, with the goal that their work can be used to assist other jurisdictions.

The presentation slides will be shared on the meeting document webpage.

3. **Consent agenda**

3.1 Approval of minutes

- a) THAT the minutes of the February 24, 2021 Board meeting be approved as presented.
- b) THAT the minutes of the April 7, 2021 Board meeting be approved as presented.

3.2 CEAB appointments

THAT the following CEAB appointments be approved for the period July 1, 2021 to June 30, 2024:

- Suzelle Barrington, representative for Quebec (third term)
- Emily Cheung, member-at-large (third term)
- James K.W. Lee, member-at-large (new member)
- Ramesh Subramanian, representative for Ontario (second term)

3.3 CEQB appointments

THAT the following CEQB appointments be approved for the period July 1, 2021 to June 30, 2024:

- Kamran Behdinan, member-at-large (new member)
- Marcie Cochrane, member-at-large (new member)
- Frank Collins, representative for the Atlantic region (third term)
- Amy Hsiao, representative for the Atlantic region (second term)
- Sam Inchasi, member-at-large (second term)
- Karen Savage, representative for BC (second term)
- Qing Zhao, member-at-large (second term)

3.4 National Position Statements

- a) THAT the following new National Position Statements be approved:
 - i. Professional practice in biotechnology
- b) THAT the following updated National Position Statements be approved:
 - ii. Immigration and foreign qualifications recognition
 - iii. Qualifications to provide engineering expertise to panels and boards under federal jurisdiction

Motion 2021-05-2D

Moved by S. Jha, seconded by J. Holm

THAT the consent agenda items, except 3.4b(i), be approved.

Carried

A question was raised on the updated immigration and foreign qualification recognition National Position Statement and how Regulators who do not currently adopt all the content will be educated. S. Price explained that similar frameworks are being used across all Regulators in terms of the competency-based assessment system, although Engineers Canada does not have a role in encouraging Regulators to adopt the system if they do not already use it. G. McDonald reported that Engineers Canada has issued a letter to PEO stating that if competency-based assessment is not adopted, it could affect the listing of PEO's licensed members on international mobility registers. P. Mann reported that Engineers Nova Scotia will be focusing efforts to adopt the system.

Motion 2021-05-3D

Moved by S. Jha, seconded by C. Bellini

THAT the updated National Position Statement "Immigration and foreign qualifications recognition" be approved.

Carried

4. Board business/required decisions

4.1 Governance effectiveness survey

N. Hill presented the pre-circulated report. The main objective of this survey was to identify areas of weakness to be addressed before they grow to the point that governance is viewed as an obstacle to success. The survey also captured 2021 Board assessment results, which are collected annually to give Directors an opportunity to reflect on performance, potential improvements, and identify any education gaps or requirements. The following discussion was captured:

- Survey participation was low. The Governance Committee did discuss and brainstorm different ways to increase the engagement, as indicated in the report. Survey fatigue was a consideration, and it was also noted that perhaps the Presidents Group is not an appropriate group to consult on this topic due to turnover and depth of understanding of the subject matter.
- Board Directors could benefit from more touch points with committees so there is a better understanding of their work. Orientation sessions are packed with information, and it is difficult to take it all in at once.
- Chair evaluation is important, yet the main challenge is the one-year placements where individuals lead only a handful of meetings. The timing of the survey is critical to providing value to the chairs that can be acted upon.
- M. Mahmoud, in his role as chair of the CEQB, further noted that the chair assessment being done in December means that only four (4) months of leadership are measured. J. Boudreau stated the fine balance in the timing of survey delivery. Consideration was made to how long the chair has been in the role, as well as the time left in the role, to ensure chairs can constructively use the feedback received.

Motion 2021-05-4D

Moved by N. Hill, seconded by R. Trimble

THAT the Board, on recommendation of the Governance Committee, adopt the recommendations contained in the governance effectiveness report.

Carried

4.2 Board policy updates

N. Hill provided an overview of the Governance Committee's recommendations, highlighting areas of significant change for the three revised policies. It was confirmed that:

- The CEAB and CEQB (policies 6.9 and 6.10) terms of references were updated with equity, diversity, and inclusion (EDI) principles incorporated since they were scheduled for review and Board approval at this meeting. EDI principles will continue to be added to other policies as appropriate during scheduled reviews.
- It was agreed that *internationally-trained engineers* should instead be *internationally-educated engineers* to ensure greater accuracy in policies 6.9 and 6.10, and references to *internationally-trained engineers* will be updated prior to the revised manual being published.
- Although the CEAB and CEQB terms of reference (policies 6.9 and 6.10) mirror one another in several areas, they need to remain as separate documents since the CEAB and CEQB boards represent different functions.

Motion 2021-05-5D

Moved by N. Hill, seconded by S. Jha

THAT the Board, on recommendation of the Governance Committee:

a) approve the following revised policies:

- ***1.2, Guiding Principles***
- ***6.10, CEQB***
- ***6.9, CEAB***

b) rescind Board policy 8.2, Diversity and Inclusion.

Carried with two-thirds majority

4.3 50-30 Challenge

D. Nedohin-Macek presented the pre-circulated briefing note. The following discussion was captured:

- In response to a question on how the challenge reflects staff, it was noted that senior management is considered in the challenge, and currently Engineers Canada has 62.5 per cent women within this group. Work is still required to determine the percentage of underrepresented groups within the senior leadership team, and the Board will receive this information at the May 2022 meeting. Existing internal diversity and inclusion policies will also assist Engineers Canada in reaching and maintaining the goals within the senior leadership team.
- It was acknowledged that the requirement of people having to identify could be an obstacle in achieving success in the challenge.
- A concern was raised about the challenge potentially encouraging staffing and volunteer decisions being made based on meeting the targets rather than engaging the most qualified people for the available roles. G. McDonald noted that adopting the challenge does not commit Engineers Canada to targets, but rather it commits Engineers Canada to best efforts in achieving the targets. The challenge would not result in Engineers Canada hiring or engaging candidates who are less appropriate for roles. For example, if two qualified individuals apply for a role and are considered equal candidates, preference will be given should one of the candidates be a member of an identified underrepresented group.
- It was confirmed that there is no specific year to reach the targets.
- To date, over 1,200 organizations have signed onto the challenge.
- It was highlighted that this challenge provides conscious awareness and is reflective of Engineers Canada's strategic goals.

Motion 2021-05-6D

Moved by D. Chui seconded by D. Nedohin-Macek

THAT the Board approve Engineers Canada's participation in the federal government's 50-30 Challenge, on recommendation of the 30 by 30 Champion.

Carried

5. Annual reports

Board committees provided updates, with supporting slide presentations made available on the Engineers Canada website.

5.1 CEAB and update on Engineering Deans Canada (EDC) concerns

B. Dony provided the update on behalf of the CEAB. The following was captured from the discussion:

- The list of EDC-raised concerns is ongoing and not time limited, and the concerns are reported on by the CEAB as they arise.
- Board members are included on all accreditation-related consultation communications and are invited to comment. The officials' groups are also provided with updates on the consultations and invited to comment. Consultation information is also accessible on the website.
- The Board is the ultimate authority that receives and approves the CEAB's recommendations on changes to the criteria.
- K. Deluzio, on behalf of EDC, thanked the CEAB for the presentation and noted that for the "Accreditation as a barrier to international exchange experience" concern, there is an approach

that has support from both Regulators and the dean's community to increase participation in exchanges, and EDC would like progress on this approach to continue.

- K. Deluzio further clarified that EDC's concern with the increased scope of accreditation is not because they do not value mental health and 30 by 30. The issue is whether accreditation visiting teams have the skills and tools to evaluate these areas. Much work has been done with students to encourage a diverse student body, but accreditation may be not the right vehicle to measure these efforts. EDC is appreciative of the continued collaboration. B. Dony agreed that the ongoing collaboration with and input from EDC is appreciated.
- D. Lynch further noted on the EDC's accreditation scope concern that mental health is an issue of program environment, which is part of the CEAB's purpose. The environment in which the students are educated is an issue of increasing importance and includes mental health and EDI issues. Accreditation does not only test a program's technical aspects, but the program environment has also been tested for years and this practice needs to continue.

5.2 CEQB

M. Mahmoud provided the update on behalf of the CEQB.

A question was raised around the work on alternative methods of academic assessment for non-CEAB graduates, and how the overlap of this project with the current work of the CEAB will be managed. S. Price agreed that there is close alignment of this project with the CEAB's strategic priority to look at an academic requirement for licensure, which would impact both CEAB and non-CEAB applicants. The CEQB is focusing on non-CEAB graduates and an academic assessment only, with the broader strategic priority considering what the actual knowledge underpinnings should be. To ensure Engineers Canada does not ask Regulators the same questions more than once, key staff will be working on both projects and information gathered will be used to inform both projects as possible to ensure no unnecessary overlap.

5.3 FAR Committee

D. Gelowitz provided the update on behalf of the FAR Committee. D. Menard was commended for his efforts in communicating financial positions, and S. Price and M. Ouellette were also acknowledged for their dedication and oversight. C. Bellini, on behalf of the committee, thanked D. Gelowitz for his leadership as chair.

5.4 Governance Committee

N. Hill provided the update on behalf of the Governance Committee. The committee members were thanked for their work. E. Spence and R. Gauthier were recognized for their support and stewardship.

5.5 HR Committee

D. Lynch provided the update on behalf of the HR Committee. S. Francoeur, C. Mash, and E. Spence were commended for their support through the year, and A. English's expert guidance was celebrated. Directors noted appreciation for the development opportunities provided over the year, including the Board-on-Board and the 4 Seasons of Reconciliation Indigenous awareness online programming. D. Lynch was congratulated on his two-years of effective chairing of the HR Committee.

5.6 Board's 30 by 30 Champion

J. Dunn provided the update. J. Southwood and C. Polyzou were recognized for their work. The Board and stakeholders were also thanked for their support of the 30 by 30 initiatives and for their efforts in making engineering a more inclusive profession.

It was confirmed that the 30 by 30 conference sessions will be recorded, with the links to be shared.

5.7 List of partnership organizations

G. McDonald presented the annual list of partnership organizations.

6. Annual updates from stakeholders

Presentations were pre-circulated on the Engineers Canada website.

6.1 Engineering Deans Canada (EDC)

K. Deluzio, Chair of EDC, provided the update on behalf of EDC.

D. Lynch restated, in response to the EDC's concern that the accreditation process is used to fulfill Engineers Canada's broad mandate (examples: student mental health, diversity, and inclusion) and should instead stay true to its purpose, that "the purpose of accreditation emphasizes the quality of the students, the academic and support staff, the curriculum, and the educational facilities.". Underrepresented students (diversity and inclusion) are addressed in the "quality of students", and the issue of mental health is addressed under the "quality of support staff". K. Deluzio responded that while accrediting units based on diversity and representation may work in large programs, it may not be realistic in small programs, and the interpretation of these statements is the source of disagreement. EDC is hopeful that an objective review of the accreditation system through the upcoming strategic priority will reveal what can be done to resolve these issues, on an equitable basis.

6.2 Canadian Federation of Engineering Students (CFES)

Vice-Presidents Y. Yang, and C. Bergeron of CFES provided the update on behalf of CFES. The following comments and questions were captured:

- Questions on tuition levels as addressed in the survey can be directed to president@cfes.ca.
- CFES responded, based on a question received about what types of relationships are had with the Regulators, that they are currently establishing more relationships with provincial and territorial organizations. P. Mann of Engineers Nova Scotia noted that they would like to further discuss strengthening their relationship with CFES. It was further highlighted that Regulators have an interest in students graduating and seeking licensure and there has been a growing divide between graduating with a degree and proceeding onto licensure. It would be beneficial for Regulators to connect with CFES to emphasize the importance of obtaining an engineering license.

7. Elections and appointments

7.1 Acclamation of the President-Elect

D. Lynch provided an update on the process leading to acclamation of the President-Elect, and congratulated K. Baig. K. Baig spoke to her focus for the next three years.

7.2 Appointment of the Human Resources Committee

D. Lynch presented the HR Committee's recommendation. It was noted that the Directors listed in the motion join J. Bradshaw, who was selected as the member representing the CEO Group, Jean Boudreau, Past President, Danny Chui, President, and Kathy Baig, President-Elect to form the committee.

Motion 2021-05-7D

Moved by D. Lynch, seconded by C. Bellini

THAT the following Directors be appointed to the 2021-2022 HR Committee, on recommendation of the 2020-2021 HR Committee:

a) Dawn Nedohin-Macek, Engineers Geoscientists MB

b) Jane Tink, APEGA

Carried

8. Other business

G. McDonald wished J. Boudreau a happy birthday on behalf of the meeting attendees.

9. Next meetings

The Board discussed the location of the upcoming meetings, and unanimously agreed that October 1 would be held virtually. The next meetings of are scheduled as follows:

- June 14-15, 2021 (virtual)
- October 1, 2021 (virtual)
- December 13, 2021 (Ottawa, ON)
- February 25, 2022 (Ottawa, ON)
- April 6, 2022 (virtual)
- May 27-28, 2022 (ON)

10. In-camera sessions

10.1 Board Directors, Direct Reports, CEO Group Advisor, and staff

Motion 2021-05-8D

Moved by D. Lynch, seconded by T. Joseph

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board Directors, the Engineers Canada CEO, the chairs of the CEAB and CEQB, the CEO Group Advisor to the Board, the Secretary, the Manager of Member Services, the Vice President of Corporate Affairs and Strategic Partnerships, and the Governance Administrator.

Carried

10.2 Board Directors and CEO

Motion 2021-05-9D

Moved by D. Gelowitz, seconded by M. Wrinch

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board Directors, and the Engineers Canada CEO.

Carried

10.3 Board Directors only

Motion 2021-05-10D

Moved by R. Trimble, seconded by D. Lynch

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board Directors.

Carried

Motion 2021-05-11D

Moved by D. Gelowitz, seconded by D. Lynch

THAT the meeting move out of in-camera.

Carried

11. Closing

With no further business to address, the meeting closed at 4:50pm ET.

Minutes prepared by C. Mash for:

Jean Boudreau, FEC, P.Eng. President

Evelyn Spence, LL.B., CIC.C, Corporate Secretary