

MINUTES OF THE 214th ENGINEERS CANADA BOARD MEETING

May 27, 2022, 8:30am-4:30pm (ET)

Hybrid meeting: Sheraton Hotel, Toronto, ON | Zoom

The following Directors were in attendance:	
D. Chui, President (Chair), PEO K. Baig, President-Elect, OIQ J. Boudreau, Past President, APEGNB A. Anderson, Engineers Yukon A. Arenja, PEO N. Avila, APEGA E. Barber, APEGS A. Baril, OIQ M. Belletête, OIQ V. Benz, APEGA G. Connolly, Engineers PEI	A. English, Engineers & Geoscientists BC N. Hill, PEO S. Jha, NAPEG T. Joseph, APEGA D. Nedohin-Macek, Engineers Geoscientists MB K. Reid, PEO D. Spracklin-Reid, PEGNL M. Sterling, PEO N. Turgeon, OIQ M. Wrinch, Engineers & Geoscientists BC C. Zinck, Engineers Nova Scotia
The following Directors sent regrets:	
J. Tink, APEGA	
The following CEO Group Advisor was in attendance:	
L. Daborn, Chair, CEO Group	
The following Direct Reports to the Board were in attendance:	
F. George, Chair, CEQB P. G. Lafleur, Chair, CEAB	G. McDonald, CEO E. Spence, General Counsel and Corporate Secretary
The following observers were in attendance:	
C. Bellini, Director-nominee, PEO J. Bradshaw, CEO PEGNL N. Colucci, President, PEO C. Cumming, Director-nominee, Engineers Nova Scotia K. Deluzio, Chair, EDC J. Desjarlais, President, APEGS L. Doig, President, APEGA S. Grant, TD Insurance M. A. Hodges, Vice-Chair, CEQB K. Hogan, President, Engineers Yukon S. Holmes, Executive Director & Registrar, APEGS K. King, Executive Director, Engineers Yukon P. Klink, Vice-Chair, CEAB G. Koropatnick, CEO, Engineers Geoscientists MB S. Kresta, Vice-Chair, EDC	J. Landrigan, Executive Director & Registrar, Engineers PEI P. Mann, CEO, Engineers Nova Scotia V. McCormick, Executive Director & Registrar, NAPEG D. McLean, President, Engineers Nova Scotia C. McQuillan, President, Engineers PEI M. Milligan, ABET J. Nagendran, Registrar & CEO, APEGA W. O'Keefe, President, PEGNL M. Paul-Elias, President, Engineers & Geoscientists NB M. Rose, Director-nominee, APEGNB A. Silk, President, Engineers Geoscientists MB J. Van der Put, Director-nominee, APEGA A. Waldie, Geoscientists Canada H. Yang, CEO & Registrar, Engineers & Geoscientists BC J. Zuccon, CEO & Registrar, PEO
The following staff were in attendance:	
R. Gauthier, Executive Assistant B. Gibson, Manager, Communications C. Mash, Governance Administrator R. Melsom, Manager, CEQB D. Menard, Director, Finance A. Murphy-Dow, Governance Coordinator M. Ouellette, Manager, Strategic and Operational Planning	S. Price, Executive Vice President, Regulatory Affairs J. Sendrowicz, Planning, Event, and Change Practitioner J. Southwood, VP, Corporate Affairs & Strategic Partnerships J. Taylor, Manager, Public Affairs H. Theelen, Director, Strategic Planning & Organizational Excellence M. Warken, Manager, CEAB

1. Opening

1.1 Call to order and approval of agenda

President D. Chui called the meeting to order at 8:33am ET. Participants were welcomed and the land was acknowledged.

Motion 2022-05-1D

Moved and seconded

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

Meeting rules and norms were reviewed, as included in the agenda book.

D. Chui shared a safety minute with the Board, with a reminder that virtual meetings should only be attended from safe locations. Participants who are driving should reach their destination before connecting to virtual meetings.

D. Chui also shared a diversity moment. May is Asian Heritage Month in Canada, an opportunity to celebrate the accomplishments and contributions of Canadians of Asian descent whose stories are interwoven with the Canada we share today. Participants were encouraged to visit the website <https://www.asiapacific.ca/education/anti-racism-resources> to learn more.

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 list was pre-circulated, and it was noted that there are no outstanding actions.

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. No questions were received.

2.2 CEO update

In addition to the weekly updates provided to stakeholders by email, G. McDonald reported that the Engineers Canada office is open with on average twenty-five per cent (25%) of staff choosing to work onsite daily. Engineers Canada is pleased to be hosting in-person meetings again.

In response to a question on whether accommodations are being made for Ukrainian refugees who are engineers coming to Canada, G. McDonald noted that the CEO Group discussed this topic at their meetings this week. While there are existing guidelines that will be followed when the opportunity arises, to date, no Regulators have received applications from any individuals within this group.

2.3 Q1 Interim strategic performance report

G. McDonald reported that the first quarter of the 2022-2025 Strategic Plan demonstrates that all priorities are on track for completion. The following discussion was captured:

- Regarding SP1, one Director observed that the wording of certain points within the success metrics for this priority assume that the investigation will provide value. G. McDonald confirmed that the wording could be reviewed.
- The status indicators within the report reflect whether it is expected that the priority will be achieved before the end of 2024. It was explained that if activities within a priority are not completed on time, unless the delay affects the potential of the priority (and all of its activities) being achieved by the end of the strategic plan period, the status indicator in this case would not be reduced from green. The Board was reminded that when the new reporting format was developed with the Governance Committee, it was agreed that staff would report to the Board on whether or not the objectives of the priorities would be achieved by the end of the plan period.
- Regarding reporting for SP3.1, it was noted that this is the only priority that has only one planned activity associated with it, which is why there is only one row with shading to indicate the timeline to achieve it.
- It was confirmed that the 30 by 30 conference takes all year to plan. Workload varies over the year and includes securing speakers, marketing, planning, and hosting the event.

2.4 Consultation report

K. Baig introduced the report. The following discussion was captured:

- Consultations that were planned for 2021 that have not yet been executed have mostly been shifted to take place in 2022. In most cases, the movement is due to work being delayed, but each consultation has unique circumstances. Most of the delays were known when the 2022 consultation plan was drafted so there will not be a resulting overload of consultations, and resources are in place to handle the workload.
- It can be difficult to determine whether Regulators would benefit from having more time to respond to consultations, and granular feedback required in this area is difficult to capture. It was noted that Engineers Canada has started to provide longer response time windows for strategic consultation matters that are anticipated to require Regulator council input.
- In response to past feedback, staff have grouped consultations together, where possible. There is no data available at this stage as to whether this batching approach is more productive in gathering responses.

2.5 CEO Group report

L. Daborn provided the Board with the CEO Group report that included updates from the group's meetings held earlier in the week, where representation was present from all Regulators. Regarding a question received about the status of the efforts with regards to right-to-practice for technicians and technologists, it was reported that this issue is at various stages across the country with some awaiting draft legislation.

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

2.6 Presidents Group report

K. Hogan provided the Board with the Presidents Group's update from their meeting on May 26, where representation was present from 10 of 12 Regulators. Regarding a request from the group to have Engineers Canada's support with a national approach to equity, diversity, and inclusion (EDI) metrics and language, it was noted that significant work is already underway in this area. This work includes the new EDI course that is available to all Registrants, hosted on the Engineers & Geoscientists BC's learning module system. Engineers Canada hopes to use the new course as a model in producing similar content to assist Regulators with achieving their EDI goals.

The group's 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 25, 2022 Board meeting be approved.
- b) THAT the minutes of the April 6, 2022 Board meeting be approved.

3.2 National Position Statements

- a) THAT the following new National Position Statement be approved:
 - Role of Engineers in Building a Safe and Resilient Canada
- b) THAT the following updated National Position Statement be approved:
 - Procurement

3.3 CEAB appointments

THAT the following CEAB appointments be approved for the period July 1, 2022 to June 30, 2025:

- Waguih ElMaraghy, member-at-large (second term)
- Ray Gosine, member-at-large (third term)
- John Allen Stewart, member-at-large (second term)
- Nicholas Krouglicof, representative for Atlantic region (new member)
- Diane Kennedy, member-at-large (new member)

3.4 CEQB appointments

THAT the following CEQB appointments be approved for the period July 1, 2022 to June 30, 2025:

- Nadia Lehoux, representative for Quebec (second term)
- Ian Sloman, representative for Saskatchewan and Manitoba (third term)

Motion 2022-05-2D

Moved and seconded

THAT the consent agenda motions (3.1 to 3.4) be approved in one motion.

Carried

4. **Board business/required decisions**

4.1 Budget assumptions approval process

N. Hill presented the proposed process. The following discussion was captured:

- It was noted that, as a result of recommendations made by the Funding Task Force in 2018, staff have been using the consumer price index to ensure that spending remains controlled when

preparing the budget. If approved, the new budget assumptions approval process will impact this practice.

- This process specifically does not include approval by the Board, due to timing. Staff need to know the assumptions in early June in order to have the draft budget ready for the fall. If the process were to require Board approval before the budget work begins, the assumptions included would be out of date by six (6) months, compared to real world events, once applied.

Motion 2022-05-3D

Moved and seconded

THAT the Board, on recommendation of the FAR Committee, approve the budget assumptions approval process.

Carried with two-thirds majority

4.2 Board policy updates

M. Wrinch presented the Governance Committee's recommendations on the updated policies. In Board policy 6.9, CEAB, section (F) was noted as being ambiguous with respect to the treatment of observer voting rights. It was agreed that the policy would be approved "as is" today, with the Governance Committee revisiting this section of the policy, when it completes its annual review, to ensure it clearly states that observers do not vote at CEAB meetings.

Motion 2022-05-4D

Moved and seconded

THAT the Board, on recommendation of the Governance Committee, approve the following revised Board policies:

i. 6.9 CEAB

iii. 7.2, Board relationship with CFES

ii. 6.10 CEQB

iv. 7.3, Board relationship with EDC

Carried with two-thirds majority

4.3 Board self-assessment report

J. Boudreau presented the report, noting that much of the feedback received is already being addressed through other activities that are presently underway. Two of the three emerging opportunities are recommended to the 2022-2023 committee, for inclusion in its work plan, and the Board buddy enhancement opportunity was implemented this year for the incoming Directors. The following discussion was captured:

- It was noted that the low number of survey respondents is unfortunate. Directors are notified of this activity, and its timing, several times throughout the year, and those Directors who had not responded to the survey were sent targeted reminders from staff. Completion is mandated through policy. Directors were encouraged to provide time for this activity in 2023.
- One Director commented that ensuring that meetings have a virtual connection option is important for accessibility and inclusivity.

- EDI should be a continuous learning opportunity, and not only addressed once with the Board through an annual workshop delivery. The HR Committee should consider how continuing EDI education could be further incorporated into the Board's work.

The HR Committee will be reporting on progress with the identified opportunities over the next year.

5. Reports

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

5.1 CEAB

P.G. Lafleur provided the update on behalf of the CEAB. The following discussion was captured:

- It was noted that the concept of the 'minimum path' is unique to Canada, which is defined as the set of courses which provide the least number of Accreditation Units (AUs) within each Accreditation Board curriculum content category. While 82% of Washington Accord signatories feature both inputs and outcomes measurement in their accreditation systems, Canada is unique in the granularity of curriculum input measurement. That eighteen per cent (18%) of signatories do not measure inputs does not necessarily mean that they do not have curriculum content requirements – those requirements could be evaluated in other ways.
- Regarding accreditation as a barrier to international student exchange, a question was received on how quickly a solution could be considered. The CEAB's Policies and Procedure (P&P) Committee is considering this issue and trying to find a solution within the CEAB's mandate, which is limited by the minimum path requirement. The CEAB has a full work plan for 2022 and this is a very complex issue to solve that requires consultation with Regulators. If Regulators provide direction on what the role of licensure is in the classroom, then the CEAB would be better positioned to provide a proposed solution. It was agreed that it would be necessary to conduct a consultation on this matter as soon as possible so that the CEAB can provide the Board with a timeline on when a recommendation will be presented. It was noted that it would be ideal to provide flexibility that supports international student exchanges immediately within the current accreditation system, as demand has been increasing following the easing of pandemic travel measures.
- It was further clarified by K. Deluzio that the deans' position is not against input measures. They strenuously object to an input system that requires labour-intensive hour-by-hour analysis.
- It was noted that the accountability in accreditation survey analysis was designed to be very sensitive, e.g. only one person disagreeing out of four could trigger a red response in some areas. At this time, the data is limited and may be misleading, given this was only the first round of data collection.

ACTION: CEAB to implement, as soon as possible, a consultation to capture Regulators' feedback on the role of licensure in the classroom.

ACTION: CEAB to provide, as soon as possible, a timeline on when the Board will consider a solution to facilitate international student exchanges within the current accreditation system.

5.2 CEQB

F. George provided an update on behalf of the CEQB. No questions were received.

5.3 FAR Committee

N. Hill provided the update on behalf of the FAR Committee, noting that the 2021-2022 work plan is complete. No questions were received.

5.4 Governance Committee

M. Wrinch provided the update on behalf of the Governance Committee, noting that the 2021-2022 work plan is complete. Members of the committee were recognized and thanked, and staff were commended for their work in supporting the committee. No questions were received.

5.5 HR Committee

J. Boudreau provided the update on behalf of the HR Committee, noting that the 2021-2022 work plan is complete. The following suggestions were provided:

- Recognizing the contributions of committee members and support staff, when providing the committee reports, is a good practice.
- The Board could consider securing a consultant to undertake Director assessments in future years.

5.6 Board's 30 by 30 Champion

K. Reid provided the update on behalf of the 30 by 30 network. The following discussion was captured:

- The 30 by 30 reporting period ends on December 31, 2030, and reported numbers are based on the national membership report (NMR). The NMR also includes the criteria used to generate 30 by 30 reporting.
- PEGNL recently achieved the 30 by 30 target. J. Southwood noted that Engineers Canada does intend to celebrate these milestones as the NMR becomes publicly available. These celebrations will encourage further progress and facilitate Regulators learning from one another.

5.7 List of partnership agreements

G. McDonald presented the annual list of partnership organizations. No questions were received.

5.8 Update on the 50-30 Challenge

G. McDonald presented the annual update on the Board's commitment. In response to a question about the source of the categories used for gender, it was clarified that Engineers Canada uses the federal government's reporting framework.

6. Annual updates from shareholders

Representatives from EDC and CFES were invited to provide updates, with supporting slide presentations made available on the Engineers Canada website.

6.1 Engineering Deans Canada (EDC)

K. Deluzio, Chair of EDC, provided the update on behalf of EDC. Following the presentation, a printed motion was distributed to the Directors, for information.

- K. Deluzio noted, in response to a Director's comment, that EDC does believe that an outcomes-based approach to accreditation will facilitate EDI being incorporated as a measurable metric. EDC members would support that program graduates should understand EDI principles and how to navigate them in the workplace. Right now, it would be very difficult to determine how many accreditation units (AUs) need to be dedicated to meet this outcome. AUs are not the right measurement tool for this type of knowledge.
- P.G. Lafleur reminded participants that the 30 by 30 report resulted from a directive provided by the Engineers Canada Board. Process was followed, where the CEAB formed a working group that included two individuals nominated by EDC, and a specialist in EDI was engaged to host a workshop. Following this process, the working group established recommendations as included in the 30 by 30 report. It has been communicated to EDC that there is no obligation to implement the report recommendations; if they do not make sense in the higher education environment, then they do not need to be accepted.
- It was further noted by S. Kresta, Vice-Chair of the EDC, that EDC was not asked to provide members for the working group. Instead, they were asked to nominate 30 by 30 champions who would participate at working group meetings.
- K. Baig reported that Engineers Canada will respond to EDC's motion in the coming days and will welcome further discussion before a decision is made on whether consultation on the 30 by 30 report continues.
- K. Deluzio and S. Kresta further stated the importance of these issues for EDC, noting specifically the flaws in the CEAB's working group process. EDC is interested in understanding how these concerns will be addressed.

6.2 Canadian Federation of Engineering Students (CFES)

The CFES representative was not available to provide the update, but it was noted that their slides were posted to the website.

6.3 ABET

M. Milligan, Executive Director of ABET, provided a verbal update on behalf of the organization. ABET is also dealing with the pandemic and how to best provide services, with a current plan to return fully to in-person reviews and Board meetings as of this fall.

7. Acclamation and appointments

7.1 Acclamation of the President-Elect

J. Boudreau provided an update on the process leading to acclamation of the President-Elect, and congratulated N. Hill on her new role.

7.2 Appointment of the 2022-2023 HR Committee

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

Motion 2022-05-5D

Moved and seconded

THAT the Board, on recommendation of the HR Committee, appoint the following Directors to the 2022-2023 HR Committee:

a) Geoffrey Connolly

b) Michael Wrinch

Carried

8. Next meetings

The next Board meetings are scheduled as follows:

- June 20, 2022 (Mont-Tremblant, QC)
- September 29, 2022 (Ottawa, ON)
- December 12, 2022 (virtual)
- February 23, 2023 (Ottawa, ON)
- April 5, 2023 (virtual)
- May 26, 2023 (Halifax, NS)

The upcoming 2022-2023 committee and task force meetings are scheduled as follows:

- HR Committee (2022-2023): May 28, 2022 (Toronto, ON)
- All 2022-2023 committees and task forces meet June 20, 2022 (Mont-Tremblant, QC)

9. In-camera sessions

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

Motion 2022-05-6D

Moved and seconded

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 Governance Administrator, the Director, Finance, and the Manager of Member Services.

Carried

ACTION: For future meetings, staff to post the Board report slides within the OnBoard software.

9.2 Board Directors and CEO

Motion 2022-05-7D

Moved and seconded

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

9.3 Board Directors only

Motion 2022-05-8D

Moved and seconded

**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 HR Committee members.**

Carried

10. Closing

With no further business to address, the meeting terminated at 3:47pm ET.

Minutes prepared by C. Mash for:

Danny Chui, P.Eng., FEC, President

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