

MINUTES OF THE 229th ENGINEERS CANADA BOARD MEETING

October 10, 2024, 8:30am-5:00pm (ET)

Hybrid meeting: Sheraton Ottawa Hotel, Ottawa, ON | Zoom

The following Directors were in attendance:	
M. Wrinch, Chair, Engineers & Geoscientists BC J. Van der Put, President-Elect, APEGA N. Hill, Past President, PEO A. Arenja, PEO C. Bellini, PEO (Virtual) E. Coles, Engineers PEI C. Cumming, Engineers Nova Scotia C. Dixon, Engineers Yukon L. Doig, APEGA A. English, Engineers & Geoscientists BC S. Jha, NAPEG (Virtual) T. Joseph, APEGA	T. Kirkby, PEO S. Larivière-Mantha, OIQ A. Lockwood, APEGS J. Martel, OIQ M. Mekomba, OIQ A. Mullick, APEGA J. Paliwal, EGMB M. Rose, APEGNB D. Spracklin-Reid, PEGNL M. Sterling, PEO N. Turgeon, OIQ
The following Directors sent regrets:	
The following CEO Group Advisor was in attendance:	
P. Mann, Chair, CEO Group	
The following Direct Reports to the Board were in attendance:	
F. Collins, Chair, CEQB J. Pieper, Chair, CEAB	P. Rizcallah, CEO L. Go, General Counsel and Corporate Secretary
The following observers were in attendance:	
Dan Abrahams, Vice-President, PEO Shawn Amberman, Vice-President, APEGNB David Amorim, Vice-President, EGMB Kathryn Atamanchuk, President, Engineers Geoscientists MB Lia Daborn, CEO, APEGNB Adam Donaldson, President, Engineers Nova Scotia Derek Follett, Chair-Elect, PEGNL Jamie Grasley, VPE, CFES Michael Gregoire, CEO, Engineers Geoscientists MB Paul Guy, President, NAPEG Stormy Holmes, Executive Director & Registrar, APEGS Jim Landrigan, Engineers PEI, Executive Director / Registrar	Marianne LeBlanc, President, Engineers PEI Adam Mackenzie, President, Engineers PEI Michelle Mahovlich, President, Engineers Geoscientists BC Erin Moss Tressel, President, APEGS Jay Nagendran, CEO, APEGA Jennifer Quaglietta, CEO, PEO Sarah Sternbergh, President, Engineers Yukon Adam Wallace, Vice-President, Engineers Yukon Mary Wells, Chair, EDC Gregory Wowchuk, President, PEO Heidi Yang, CEO, Engineers & Geoscientists BC Holly Young, President, APEGNB
The following staff were in attendance:	
Joan Bard Miller, Manager, Governance, Board Services Kim Bouffard, Manager, Belonging and Engagement Juliet Chou, Governance Coordinator Nathan Durham, Manager, Public Affairs and Government Relations Isabelle Flamand, Specialist, Qualifications Derek Menard, CFO Rosie Gauthier, Planning, Event, and Change Practitioner Brent Gibson, Manager, Communications Elise Guest, Assistant Manager, Accreditation Trina Hubley, Vice-President, Regulatory Affairs Roselyne Lampron, Accreditation Program Advisor Marlene McCourt, Senior Financial Officer	Jacqueline Miller, Manager, Member Services Ryan Melsom, Secretary, CEQB Melanie Ouellette, Manager, Strategic and Operational Planning Alison Peverley, Coordinator, Qualifications Nicole Proulx, Director, Human Resources Kyle Smith, Manager, Regulatory Research and International Mobility Heidi Theelen, Director, Strategic Planning and Organizational Excellence Jeanette Southwood, VP, Corporate Affairs & Strategic Partnerships Mya Warken, Secretary, CEAB

1. Opening

1.1 Call to order and approval of agenda

M. Wrinch, President, Engineers Canada, called the meeting to order at 8:30am ET. Participants were welcomed and the land was acknowledged.

Motion 2024-10-1D

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.

M. Wrinch shared a diversity moment, focussed on September 30 as the National Day for Truth and Reconciliation.

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 is one action in progress.

b) Board attendance list

The attendance list as of September 26, 2024, was pre-circulated.

2. Executive reports

2.1 President's report

M. Wrinch updated the Board on his Engineers Canada-related activities since the previous Board meeting, which included:

- traveling to or pre-recording messages for Regulator AGMs,
- welcoming Engineers Canada's new CEO to the organization, and
- learning about the recommendations included in the Futures of Engineering Accreditation (FEA) *Path Forward Report*.

2.2 CEO update

P. Rizcallah provided the Board with highlights of work undertaken since the June 2024 Board meeting to fulfill the 2022-2024 Strategic Plan and support Engineers Canada's core purposes.

2.3 2022-2024 Strategic Plan reporting

a) Q2 Interim strategic performance report

M. Oullette, Manager, Strategic and Operational Planning, referred the Board to the Q2 interim strategic performance report that had been pre-circulated. As noted in the report, all priorities are on track to be completed by the end of the strategic plan in December.

It was noted that at its May meeting the Board will receive a report evaluating the current strategic plan which will capture lessons learned.

b) SP 1.3 Support regulation of emerging areas

T. Hubley, Vice President, Regulatory Affairs, and K. Smith, Manager, Regulatory Research and International Mobility, provided an update on the progress of Strategic priority 1.3: Support regulation of emerging areas. Presentation slides were pre-circulated.

The Board asked follow-up questions about the development of National Position Statements, intersections with the CEQB's work and the priority's budget, all of which were answered by staff.

2.4 CEO Group report

P. Mann, CEO Group Advisor to the Board, reported on the CEO Group's meeting held on October 8-9, 2024.

Discussion ensued on the mutual recognition agreement between the UK and US, timing around national collaboration of CPD, and Regulator readiness to move forward on the FEA recommendations.

2.5 Presidents Group report

S. Sternbergh, President, Engineers Yukon, reported on the President Group's meeting held on October 9, 2024. The President's Group requested that the Engineers Canada Board include a standing agenda item for Harmonization and Collaboration going forward and that Engineers Canada provide IT support to maintain connectivity for discussions between presidents.

Clarifying questions were asked and answered.

3. Consent agenda

3.1 Approval of minutes

- a) THAT the minutes of the May 17, 2024 Board meeting be approved.
- b) THAT the minutes of the May 24, 2024 Board meeting be approved.
- c) THAT the minutes of the June 17, 2024 Board meeting be approved.

3.2 Approval of committee work plans

- a) THAT the Board approve the 2024-2025 Finance, Audit, and Risk Committee work plan.
- b) THAT the Board approve the 2024-2025 Governance Committee work plan.
- c) THAT the Board approve the 2024-2025 Human Resources Committee work plan.

3.3 CEAB and CEQB volunteer recruitment and succession plan

- a) THAT the Board approve the 2025-2026 CEAB volunteer recruitment and succession plan.
- b) THAT the Board approve the 2025-2026 CEQB volunteer recruitment and succession plan.

3.4 National Position Statements

THAT the following new National Position Statement be approved:

- a) Artificial Intelligence Engineering Technology in Autonomous and Connected Vehicles
- b) Regulation of Coastal, Ocean and Related Subsurface Engineering

- c) The Role of Engineers in Protecting and Advancing the Public Interest (Demand-Side Legislation)
- d) Labour Mobility in Canada (National and International Labour Mobility)

3.5 Legislative compliance certificate

3.6 Annual advocacy report

Motion 2024-10-2D

Moved and seconded

THAT consent agenda items 3.1 to 3.6 be approved.

Carried

4. Board business / required decisions

4.1 FAR Committee

M. Rose, Finance, Audit and Risk (FAR) Committee Chair, provided an update on FAR Committee activities. It was encouraged that the Governance Committee review Board policy related to guest allowances for in-person Board meetings.

4.2 Draft budget

M. Rose, presented for information and discussion the 2025 draft budget which had been pre-circulated.

Questions were asked about the proposed budget and associated risks and a discussion ensued.

The FAR Committee will review the final budget on October 22, 2024.

4.3 Governance Committee

S. Larivière-Mantha, Governance Committee Chair, provided an update on Governance Committee activities.

4.4 Governance review task force terms of reference

S. Larivière-Mantha presented for approval the pre-circulated Governance Review Task Force terms of reference (TOR), which would oversee the governance review as part of its mandate under the Engineers Canada's 2025-2029 Strategic Plan.

It was suggested and agreed that it should be clarified that members of the task force owe a duty of impartiality to Engineers Canada, representing the collective interests.

Motion 2024-10-3D

Moved and seconded

THAT the Board, on recommendation of the Governance Committee, approve the governance review task force terms of reference, as amended.

Defeated

Motion 2024-10-4D

Moved and seconded

THAT the Board, on recommendation of the Governance Committee, approve the governance review task force terms of reference.

Carried

Upon the decision not to amend the TOR, the CEO Group advisor to the Board suggested that Engineers Canada's president communicate the role of the selected CEO Group member to their respective Regulator president.

4.5 Board policy updates

S. Larivière-Mantha presented for the Board's consideration revisions to one (1) Board policy and the recommendation to rescind two policies. Accompanying rationales were pre-circulated to the Board.

Clarifying questions were asked and answered.

Motion 2024-10-5D

Moved and seconded

THAT the Board, on recommendation of the Governance Committee:

a) approve revised Board policy 7.7, Investments

b) rescind the following Board policies:

i. 6.14, Collaboration Task Force terms of reference

ii. 6.15, Strategic Planning Task Force terms of reference

Carried

4.6 Human Resources (HR) Committee

N. Hill, HR Committee Chair, provided an update on HR Committee activities using the pre-circulated slides.

4.7 CEAB

J. Pieper, CEAB Chair, provided an update on CEAB activities, using on the pre-circulated slides, and presented the proposed 2025 work plan that would be considered for approval in December.

The Board sought to better understand how the CEAB's work plan intersects with the FEA's recommendations and confirm that resources were in place to deliver the plan. Further details were requested to inform the Board's decision in December.

Furthermore, J. Pieper, sought the Board's direction on the next steps for incorporating the goals of the 30 by 30 initiative into accreditation.

The Board recognized the importance of the issue and noted work completed to date, feedback from interest holders, and identified risks. The Board also noted potential intersection with FEA's recommendations and the 2025-2029 strategic plan.

4.8 CEQB

F. Collins, CEQB Chair, provided an update on behalf of the CEQB and presented the proposed 2025 work plan that would be considered for approval in December. Both items were pre-circulated.

Board discussion centred on further understanding the CEQB's work to develop guidance on the national definition of engineering practice, meet the 50-30 Challenge, and understand the impacts of Futures of Engineering Accreditation (SP1.1) for non-CEAB applications.

4.9 CEQB products

F. Collins and R. Melsom, Secretary, CEQB, presented three CEQB products that had been pre-circulated for Board approval.

Follow-up questions were asked and answered.

Motion 2024-10-6D

Moved and seconded

THAT the Board, on recommendation of the CEQB, approve the following products, as amended:

- a) Revised Guideline on assuming responsibility for the work of engineers-in-training**
- b) Revised Public guideline on good character**
- c) New Regulators Guideline on fitness to practice**

Carried

4.10 Board's 30 by 30 Champion

T. Joseph provided an update on behalf of the 30 by 30 network.

5. Next meetings

The next Board meetings are scheduled as follows:

- December 9, 2024 (virtual)
- February 28, 2025 (Ottawa, ON)
- April 2, 2025 (virtual)
- May 23, 2025 (Vancouver, BC)
- June 16, 2025 (TBC)

6. In-camera sessions

6.1 Board Directors and Direct Reports

Motion 2024-10-7D

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, Engineers Canada CEO, the chairs of the CEAB and CEQB, and the Secretary.

Carried

6.2 Board Directors and CEO

Motion 2024-10-8D

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, the Engineers Canada CEO.

Carried

6.3 Board Directors only

Motion 2024-10-9D

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.

Carried

7. Closing

With no further business to address, the meeting closed at 4:20pm ET.

Minutes prepared by J. Bard Miller, Manager, Governance and Board Services for:

Michael Wrinch, PhD, FEC, P.Eng., ICD.D, President

Light Go, General Counsel and Corporate Secretary