



**115<sup>th</sup> MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD**  
**SATURDAY, JULY 24, 2021**  
**3:00 p.m.– 5:00 p.m. EDT**

Virtual meeting

**AGENDA**

	<b>Agenda item</b>	<b>Presenter</b>
<b>1</b>	<b>Opening of the meeting</b>	Frank George
1.1	Call to order and introduction of attendees	Frank George
1.2	Approval of the agenda <i>Motion: That the agenda for the 115<sup>th</sup> meeting of the Qualifications Board be approved as distributed.</i>	Frank George
1.3	Declaration of conflict of interest (attachment 1.3)	Frank George
<b>2</b>	<b>Approval of minutes of the previous meeting (attachment 2)</b> <i>Motion: That the minutes from the 114<sup>th</sup> meeting of the Qualifications Board held on April 10<sup>th</sup>, 2021 be approved as distributed.</i>	Frank George
<b>3</b>	<b>Review of action items from last meeting</b>	Ryan Melsom
4	2022 CEQB Priorities (attachments 4.1 & 4.2) <i>Motion: That the 2022 priorities be sent to the Engineers Canada Board for review and approval.</i>	Frank George  Frank George
<b>5</b>	Review of Feedback from April meeting	Frank George

6	<b>Items added to the agenda</b>	Frank George
7	<p><b>Future meetings</b></p> <p><i>The next Fall CEQB meeting will be held virtually, on September 18-19.</i></p> <p><i>A CEQB meeting (format-to-be-determined) will be held on January 25, 2022.</i></p> <p><i>A Spring CEQB meeting will be held in Ottawa, on April 9-10, 2022.</i></p> <p><i>The next CEQB Teleconference in Summer 2022 will be determined by Doodle poll and timing of officials meetings.</i></p>	Frank George
8	<b>Review of action items of 115<sup>th</sup> Qualifications Board meeting</b>	Ryan Melsom
9	<b>Conclusion</b>	Frank George

## MINUTES OF THE 115<sup>TH</sup> MEETING

### 1. Opening of the meeting

The Chair welcomed everyone to the meeting.

#### 1.1. Call to order and introduction of attendees

<b>Canadian Engineering Qualifications Board Members</b>	Frank George, P.Eng., MBA, FEC, FGC (Hon.)	Chair
	Margaret Anne Hodges, FEC, FGC (Hon.), P.Eng., PMP	Vice-Chair
	Mahmoud Mahmoud, PhD, FEC, P.Eng.	Past Chair
	Anil Gupta, P.Eng., FEC, FGC (Hon.)	Alberta, Northwest Territories and Nunavut Representative
	Frank Collins, FEC, P.Eng.	Atlantic Provinces Representative
	Amy Hsiao, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Karen Savage, FEC, P.Eng.	British Columbia, Yukon Representative
	Marcie Cochrane, P.Eng., MBA	Member-at-Large Representative
	Qing Zhao, PhD, P.Eng.	Member-at-Large Representative
	Kamran Behdinan, PhD, P.Eng., FAAAS, FASME, FCAE, FEIC	Member-at-Large Representative
	Samer Inchasi, P.Eng., PMP	Member-at-Large Representative
	Roydon Fraser, PhD, FEC, P.Eng.	Ontario Representative
	Nadia Lehoux, ing., PhD	Québec Representative
	Ian Sloman, MEng, P.Eng.	Saskatchewan, Manitoba Representative
<b>Engineers Canada Board Appointee</b>	Chris Zinck, FEC, P.Eng.	
	Sudhir Jha, M.Eng., FEC, P.Eng.	
<b>Engineers Canada Staff</b>	Stephanie Price, P.Eng., CAE	Executive Vice President, Regulatory Affairs
	Ryan Melsom, PhD	Manager, Qualifications and CEQB Secretary
	Isabelle Flamand	Coordinator, Qualifications

#### 1.2 Approval of the agenda

*Motion: That the agenda of the 115<sup>th</sup> Meeting of the Qualifications Board be approved as distributed was moved by Mahmoud Mahmoud, and seconded by Margaret Anne Hodges. None were opposed. The agenda was approved.*

### 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. Minutes

*Motion: That the minutes from the 114<sup>th</sup> meeting of the Qualifications Board held on April 10<sup>th</sup>, 2021 be approved as distributed, moved by Ian Sloman, and seconded by Qing Zhao. None were opposed. The minutes were approved.*

### 3. Review of action items from last meeting

	<b>Action item</b>	<b>Assigned to</b>	<b>Status</b>
114.1	Distributing the revised version of the Executive Committee ToR to CEQB members.	Secretariat	Deferred to September
114.2	Making final edits to the general direction document for a Guideline for engineers and engineering firms on workplace gender equity prior to launching the stakeholder and regulator consultation.	Secretariat	Complete
114.3	Distributing the list of previous priorities suggested in 2020 for members to vote electronically on a third priority for the 2022 workplan.	Secretariat	Complete
114.4	The secretariat will provide an update to CEQB members on the Engineering entrepreneur work.	Secretariat	Complete

### 4. 2022 CEQB Priorities

As part of its process, the CEQB consults regulators (NAOG, NPOG, NDEOG, and CEOG) on its priorities. The feedback was reviewed by the CEQB Executive Committee. Given that no additional staff is expected to join the CEQB and that four major work items will roll over from 2021 as a regular part of the CEQB product development process (as per Board Policy 9.2), priorities must be selected based on the existing level of resources. Projects underway should continue (Revision of the 2016 Engineers Canada paper on professional practice in software engineering, new public Guideline for engineers and engineering firms on workplace gender equity, new public Guideline for engineers and engineering firms

on Indigenous consultation and engagement, and new Feasibility study on alternative methods of academic assessment for non-CEAB applicants).

Given that a significant proportion of the CEQB's resources will be reserved to continue existing work, it will only be possible to undertake work on one new guideline and one guideline review in 2022. Officials, including CEOG, have indicated the most interest in undertaking a new Guideline on duty to report (formerly whistleblowing) as well as a review of the 2016 Guideline on good character.

A CEQB member was disappointed that the Guideline on fitness to practice will not be added to the 2022 Workplan. The CEOG has stated that given forthcoming legislative and regulatory developments in this area, this work would be better timed for a future workplan. CEQB members also supported the review of the 2016 public Guideline on sustainable development and environmental stewardship for professional engineers. All proposed 2022 priorities which aren't included on the 2022 Workplan will be brought forward again in 2023.

There was discussion surrounding the title of the new Guideline on duty to report, and it was clarified that NAOG has requested that "duty to report" be used instead of the term "whistleblowing" to ensure it is aligned with the terminology already being used by the regulators. Duty to report has also been added to the EBGC code of ethics. To ensure that the title of the document is clear, it was suggested that it be renamed "Guideline on duty to report wrongdoing". Many CEQB members supported this. CEQB members were reminded that the Committee which will undertake the development of the guideline will be able to rename it as such. For the approval of the 2022 priorities, it will remain as is.

In 2016, five examination syllabi were reviewed, which created a disproportionate number that come up for review on certain years as part of QB's six-year cycle. To mitigate this, it is being recommended that the review of naval and building engineering syllabi be deferred until 2023.

Proposed CEQB priorities for the 2022 Workplan:

- Development of a new Guideline on duty to report / wrongdoing
- Review of the 2016 Guideline on good character
- Review of the Complementary studies syllabus
- Review of the Mechatronics engineering syllabus
- Review of the Electrical engineering syllabus
- Review of the Chemical engineering syllabus

*Motion: That the above priorities that will comprise the CEQB 2022 Workplan be sent to the Engineers Canada Board for review and approval was moved by Karen Savage, and seconded by Mahmoud Mahmoud. None were opposed. The motion carried.*

## **5. Review of Feedback from April meeting**

The feedback from the survey of the last CEQB meeting, which was held in April, was reviewed.

**6. Items added to the agenda**

No items were added to the agenda.

**7. Future meetings**

*The next Fall CEQB meeting will be held virtually, on September 18-19.*

*A CEQB meeting (format-to-be-determined) will be held on January 25, 2022.*

*A Spring CEQB meeting will be held in Ottawa, on April 9-10, 2022.*

*The next CEQB Teleconference in Summer 2022 will be determined by Doodle poll and timing of officials meetings.*

**8. Review of action items of 115<sup>th</sup> Qualifications Board meeting**

Action item		Assigned to
115.1	Send the priorities that will comprise the CEQB 2022 Workplan to the Engineers Canada Board for review and approval.	Secretariat

**9. Conclusion**

The meeting concluded.

Prepared by: Isabelle Flamand, Coordinator, Qualifications on behalf of:




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Frank George, P.Eng., MBA, FEC, FGC (Hon.)  
Chair, Canadian Engineering Qualifications Board




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Ryan Melsom, PhD  
Secretary, Canadian Engineering Qualifications Board