

Minutes of the 122<sup>nd</sup> Meeting of Council of the  
Association of Professional Geoscientists of Ontario  
Thursday, January 11, 2018 at 333 Bay Street, 24<sup>th</sup> Floor, Toronto

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**Present:**

Christine Vaillancourt, President  
Tony Lotimer, Past President  
Zen Keizars, Vice-President  
Shelly Cuddy, Treasurer  
Françoise Campbell  
Wayne Caston  
Nicole Januszczak  
David Leng  
Brad Leonard  
David Good

Paul Connor  
Don Johnston  
Renée-Luce Simard

**Regrets:**

Susan Carlyle  
Marco Simone  
Tafa Gomwe

**By Invitation:**

Louis Kan, CEO  
Marilen Miguel, Staff  
Aftab Khan, Registrar  
Nathaniel Howell, Staff  
Bill Pearson  
Mark Priddle, GC

**Via Teleconference**

Bronwyn Azar  
Don Johnston  
Paul Hubley  
John McBride

**1. CALL TO ORDER**

The President called the meeting to order at 9:00 a.m. All members were thanked for their attendance.

**2. SAFETY MINUTE**

Due to icy conditions, Louis Kan advised all to be careful when travelling, to choose public transport and to clear ice in their various locales.

**3. CONFLICT OF INTEREST**

None.

#### **4. WELCOME/INTRODUCTIONS & PRESIDENT'S REMARKS**

The Chair, Christine Vaillancourt, welcomed everyone to the meeting, and expressed new year greetings to all. The number of items on the agenda was noted. Council and Councillors were encouraged to collaborate, be transparent to stakeholders, be proactive, and accept diverse perspectives.

#### **5. MEETING AGENDA**

Council reviewed the proposed Agenda. The discussion on staffing responsibility review was moved to the in-camera session.

Motion 122-1: Don Johnston moved to accept the Agenda as amended. Seconded by Shelly Cuddy. All in favour. Motion carried.

#### **6. ATTENDANCE REPORT**

The Attendance Record was noted.

#### **7. MINUTES OF THE November 9<sup>th</sup>, 2017 MEETING**

The minutes of the November 9, 2017 meeting were reviewed and amendments were made.

Motion 122-2: Wayne Caston moved to accept the Minutes as amended. Seconded by Zen Keizars. All in favour. Motion carried.

#### **8. MATTERS ARISING FROM THE MINUTES**

Action 116-2: Refer the Discussion on Document Authentication to the Professional Practice Committee. Based on the Recommendation received, a response to the Ministry of Environment & Climate Change to be sent by Aftab Khan. *Ongoing.*

Action 116-3: The Governance Committee will discuss and recommend how to move forward re the issue of Non-Practicing and Retired Members. *Ongoing.*

Action 116-4: Aftab Khan to hold a discussion on the Earth Science Program at York University at the next Registration Committee meeting. York teaches Geoscience but does not have a Geoscience Department. Aftab will re-check and report back to Council. *This matter is now closed. York University has been informed that its program does not meet APGO's knowledge requirements, as the university does not have a geoscience program. The assessment has shown that there are not enough courses to qualify for full practising membership. Paul Hubley has proposed further discussions with the university on how the knowledge requirements can be met.*

Action 117-1: A working group from APGO will review the issue and the need for collaboration with OGQ regarding professional practice in the mines and mineral exploration practice area. Christine Vaillancourt, David Leng and Don Johnston agreed to participate in the Working Group. Waiting to hear from OGQ. *Christine Vaillancourt reported that the President of OGQ is retiring this Spring and recommended that the action item be postponed until a successor is appointed.*

Action 117-2: QP Short Course - APGO to reach out and introduce this course to the University community and determine the level of interest. Given sufficient interest, APGO to work collaboratively with Universities to deliver a course that will be consistent for all institutions. Louis Kan. *Ongoing.*

Action 121-2: Louis Kan will seek legal counsel on “retired membership” and will report back to Council. *Louis Kan reported that legal counsel has been consulted, and statistics will be compiled at the end of the renewal process. Ongoing*

## 9. ISSUES

### CEO REPORT (KPIs, Metrics, best practices, internal policies review)

Louis Kan provided the Council with the Operational and Projects Update as of January, 2018.

#### *Internal policies*

- Citing the current trends, it was advised that the Association’s policy on harassment and whistleblowing be revised.
- Further discussion is needed on whether the Association’s policies should be broadened to include the newly-established leaves, as well as applicable sections from such legislation as the Ontarians with Disabilities Act, the Occupational Health and Safety Act or the Ontario government’s policy on harassment and violence.
- It was recommended that the Association’s policies should refer to current legislation, unless the Association is going above and beyond the requirements of the legislation.
- Paul Connor offered his input to a Code of Conduct and Conflict of Interest policy.

### Act Modernization Update

- Louis Kan reported on various activities, which include meetings with MPPs and representatives from political parties to gain support for APGO’s initiative.

Action 122-1: In response to Bill Pearson’s recommendation that the Association ally with the Ontario Securities Commission (OSC), Christine Vaillancourt will get in touch with the Chair, Maureen Jensen.

### Staffing Responsibilities Review

This item was moved for discussion during the in-camera portion of the meeting.

## **Professional Development**

- Louis Kan observed that the provision of professional courses increases the Association's credibility and profile, as well as builds its reputation.

Action 122-2: Other committees will be asked to provide feedback on further professional development ideas. Louis Kan.

### *NI 43-101*

Louis Kan reported that the roundtable meeting with the OSC will discuss the NI 43-101 as it has been stated there have been unacceptable levels of compliance in the form submissions. The session will be conducted with the OSC, corporate finance professionals, and QPs. The objective of the session is to identify expectation gaps, define timeliness, and to work cooperatively with the OSC to deal with any issues. Key findings from the session will be sent to Association members.

## **APGO's Online Registration/Public Register/Transition to Paperless System**

### *Online Registration/Public Register*

Work on the public register is still ongoing.

### *Transition to Paperless System*

Nate Howell reported the purchase of Cabinet, a paperless solution software. At a cost of \$16,000, the software cost is under budget by \$9,000. The annual cost for maintenance and upgrades is about \$2800 per year. The software will be installed on January 16, followed by the development of training modules and in-office training. Paper documents will continue to be used until familiarity with the system has been achieved. There are no plans to digitize old files.

### *Disaster recovery plan*

- The Association's disaster recovery plan will be addressed with the IT provider to determine existing gaps, and to document current and future procedures. In response to a query, the Association has backup at an external company and on the cloud. Data is also housed on internal servers. Recovery of data, in case of any disasters, is expected within 24 hours. There are also plans to host an external server.
- It was recommended that a policy be put in place by the Board to outline the parameters of disaster recovery to the IT provider, provide conditions for which disaster recovery applies, and what type of data would be needed at various points. It was further observed that the Association's hardware should be secured, given the emergence of widespread computer viruses.

Action 122-3: A report on disaster recovery planning will be provided to Council at its next meeting. Staff.

## **APGO Foundation Update**

Bill Pearson, APGO Foundation Chair, provided an update on the activities of the Foundation.

- The objective of the Foundation is to provide education and promote geoscience.

- Since 2016, a number of Bob Hodder scholarships have been awarded. The Foundation also implements bursaries to help international geoscientists.
- Steps have been taken to present information in a visually pleasing format that will attract a younger demographic.
- The Foundation has partnered with Mining Matters, and has jointly held a number of events and created resources. This partnership helps to raise APGO's profile and engages the geoscience community.
- Plans for 2018 were outlined, which include further expansion of geoscience information, development of videos, collaboration with Mining Matters on geoscience projects and obtaining sustainable funding.
- Further suggestions were that the Foundation can increase its role and outreach by providing technically accurate information on such issues as the perspective of geoscience on fracking, the ring of fire, or nuclear waste.
- It was further suggested that the Foundation engage with First Nations communities, which have a growing younger demographic.

### **Geoscientists Canada Update**

Mark Priddle provided the Geoscientists Canada update.

- The Federation is searching for a new CEO as Oliver Bonham, the current CEO, is retiring. Christine Vaillancourt and Louis Kan will be approached during the search process.
- A call is out for the Fellow of Geoscientists Canada nominations. Information has been provided to Louis Kan.
- The deadline for submission of abstracts to the Future Generations conference is next week. Resources for the conference are currently in development. Geoscientists Canada is providing information on regulations and ethics.
- Phase 2 projections include funding development and hiring of a project manager.
- The Geoscientists Canada Standards Council is reviewing general knowledge and standards requirements. One of such issues is the Canadian Water Resources Association and hydrological services seeking designation for professional hydrologists.
- A work plan is being developed for 2018. Implementation of the plan, as well as feedback, will be sought from the new CEO.
- Input is needed for photos to the Geoscientists Canada society booklet. The book will aid in public awareness of geoscience and ties in with the aims of the education foundation, and the Canadian Federation of Earth Sciences.

### *Designation for hydrologists*

This topic has been placed on the agenda of the Geoscientists Canada Board meeting for January 20. The situation will be monitored, as the proposal for designation is at an early stage. Discussion ensued on the number of hydrologists to whom this could apply, modification to general knowledge and experience requirements, and the possibility of further amendments to the Act.

### *Mobility*

There has been little momentum on the issue of mobility, which was raised at the AGM. Associations have expressed that mobility is not in the public interest.

Action 122:4: Bill Pearson will provide further information on mobility to Louis Kan.

### **Student Chapters**

- Zen Keizars made a presentation on Student Chapters. The following were outlined: chapter formation, operational guidelines, contents of the Bylaws (based on the SEG), definition of members, logistics, and conditions in which a chapter may exist. The overall purpose is to encourage and promote the objectives of the Association at the undergraduate level and to encourage interest and awareness.
- It was also noted that the student chapters will provide more opportunities for volunteers, and student support for geoscience projects.

Action 122-5: The budget will be examined for possible funding of student chapters. Louis Kan.

### **Professional Status**

Christine Vaillancourt raised the issue of geoscientists being added to the list of professionals who may be guarantors. It was reported that an unsuccessful attempt has been made to contact the office that administers the Vital Statistics Act. The next step will be to contact the Ministry of Northern Development and Mines, as well as the Ministry of Consumer and Business Services.

Exclusion from the list points to a wider issue regarding perceptions of the geoscience profession. The possibility of collaborating with other professions was suggested.

Motion 122-3: Tony Lotimer moved that that President and CEO pursue means to have APGO registered members placed on the list of guarantors under the Vital Statistics Act. Seconded by David Leng. All in favour. Motion carried.

## **Policy Concepts Update**

Andrew Boddington, Jonathan Rose and Amy Boddington of Policy Concepts were welcomed to the meeting.

- APGO was commended for its work in explaining the need to update the Act and obtaining government buy in at various political levels. The stage has now been set for discussion of specific amendments. A meeting has been set up with the Ministry to discuss the need for the update, and it is anticipated that a conversation will be held on injunction powers.
- Aftab Khan reported that a breakdown of professionals who have been denied membership, but are still practising, is being prepared. The list will include job titles and disciplines, with names kept confidential. Council members are asked to seek out specific cases that demonstrate harm to the public. Other sources are those professionals who have been charged with fraud, or those whose Ministry of the Environment record of site conditions have been rejected.

Action 122-6: Aftab Khan will provide a list of unlicensed practitioners. Council members are asked to seek out specific cases that demonstrate harm to the public.

### *Other items*

- APGO has also made submissions regarding excess soil to the Ministry of the Environment. The Ministry has received a tremendous amount of feedback and a variety of comments. A package on the first set of amendments is due to be finalized, and a decision is expected in about a month.

## **Bylaws Review**

Zen Keizars provided an update on two changes to the Bylaws.

- Bylaws 1 and 8 will be amended.
- Louis Kan reported that staff are reviewing the Bylaws for other changes that will be sent to legal counsel for legal wording. The Bylaws can then be sent to members with the AGM invitation.

## **Awards**

Tony Lotimer made a call for nominations to the APGO Awards of merit. Council members were asked to promote the call. Qualifications are 10 years of practice, not restricted to Ontario or Canada. Nominations close at the end of March 2018.

## **Retired and Lifetime P.GEOs**

- Aftab Khan presented the update on the ongoing process to finalize a policy on retired member category. APGO will work with counsel to ensure compliance with legislation.
- The proposed solution is that retired members be presented with a lifetime certificate, which can replace the certificate they had when they were active members. The new procedure should also be formalized in the Association's regulations.

- It was also clarified that non-practising members are allowed to sit on subcommittees, while a single position is available on committees for non-members. Members who wish to remain active, but are no longer practising should choose to become non-practising, not retired members.

## **10. REGISTRAR'S REPORT**

Aftab Khan reported on the following activities and highlights.

### *Registration update*

Council members were presented with a comparison of 2016 and 2017 membership numbers. There are 2,125 practising members, with 150 added in 2017. Figures for the geologists in-training and student numbers are increasing. The increase of 369 to 437 geologists in-training (GIT) is attributed to networking, and GIT members remaining longer in the category.

### *Registration decision appeal status – December 2017*

The number of appeals per year has remained consistent.

### *Complaints and discipline*

The number of complaints for 2017 was nine, which is the highest number recorded.

### *Enforcement and Compliance (ENC) Status – December 2017*

577 files are still active. The 577 files have been sorted according to disciplines and outstanding cases will be set aside to demonstrate public risk.

### *Continuing Professional Development*

20% of members have been selected for audit. Four volunteer P.Geo. members from Council are needed to review the information submitted by members. The CPD Committee will meet every month to share information and updates. Volunteer auditors will review submissions from all disciplines.

## **11. TREASURER'S REPORT**

Council members were referred to the financial statements, current as of December 31, 2017.

- Note was taken of the overall surplus, which will be housed in operating fund. Council will decide how the funds are to be allocated at a future Council meeting.
- There are three funds: operational, contingency and strategic initiatives funds. It was confirmed that the strategic initiative fund will be maintained in order to maintain transparency. The operational fund allows for more flexibility, while the contingency fund will cover legal costs.
- 94% of members are in good standing to date.
- The annual audit will be conducted in the last week of January, and will be presented to the Council at a future meeting.



## **12. COMMITTEE REPORTS (IF ANY)**

The following committee reports were presented:

Professional Practice Committee: Paul Hubley reported that the subcommittees will be reconstituted, as certain members are stepping down.

Environmental Geoscience subcommittee: MOECC initiatives will be summarized for Bernard later in January.

Geology subcommittee: The subcommittee is currently unable to meet quorum due to the recent retirements of three of its members. Discussion ensued on the need for acknowledgements and incentives to recruit and maintain volunteers in such roles.

Discipline Committee: Brad Leonard reported that one case is pending, with a pre-hearing tentatively set for April 9. Legal counsel has been obtained and a non-practising member, Don Johnston, will also participate.

Complaints Committee: C128 and C129 have been completed and C130 is currently under review. C127 is outstanding, and requires non-conflicted panelists, especially those with expertise in environmental issues.

Registration Committee: The Committee held a meeting in December, with another meeting scheduled for the end of January. Membership numbers are in a good position.

## **ENVIRONMENTAL SCANNING**

- In response to a query, the public register is currently being updated. P.Geo as well as GIT members will be included.
- Council members were informed of the audit of the British Columbia regulator.

## **REGIONAL COUNCILLORS AND COUNCILLORS AT LARGE REPORTS (IF ANY)**

Paul Hubley, South East: Paul Hubley reported on outreach at the University of Ottawa, which had a higher attendance than expected. Mark Priddle was also in attendance. An event is scheduled for Carleton University on January 24, and a future meeting is being planned with Queen's University regarding credits towards certification.

Zen Keizars: A networking event was held in Peterborough, with another scheduled for February 6. Discussions have been held with Ian Power of Trent University.

Tafa Gomwe, CaL: Tafa Gomwe reported on a networking event which featured non-APGO members and discussed planetary geology as well as success of equipment in the field. The event has also increased exposure to the mining industry. Marilen Miguel was also thanked for her help.

Wayne Caston, CaL: Wayne Caston reported on volunteering for Habitat for Humanity, whose volunteers were instructed to complete AODA training. The usefulness of the training was noted for committees, as they are involved in developing policy. Louis Kan noted that the process will be put in place to ensure that those members who need the training receive it.

Dave Leng, South west: David Leng and Aftab Khan visited the University of Windsor. The event received positive feedback. Another event will be held at the University of Waterloo following the PDAC conference.

Discussion ensued regarding the optics of charging for networking events, given the Association's current surplus. It was agreed that, due to the variety of activities, each event's funding will be considered on a case-by case basis.

Françoise Campbell, Central: A successful event was held in November 2018.

### **13. OTHER BUSINESS**

None.

### **14. COMMENTS ON TODAY'S MEETING**

No comments received.

### **15. IN CAMERA**

The in-camera session was held after the meeting was adjourned.

### **16. ADJOURNMENT**

A motion was made to adjourn the meeting.

Motion 122-4: David Leng moved to adjourn the meeting at 3:00 p.m. Seconded by Brad Leonard. All in favour. Carried.



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President

## **SUMMARY LIST OF MOTIONS AND ACTION ITEMS**

### **MOTIONS**

Motion 122-1: Don Johnston moved to accept the Agenda as amended. Seconded by Shelly Cuddy. All in favour. Motion carried.

Motion 122-2: Wayne Caston moved to accept the Minutes as amended. Seconded by Zen Keizars. All in favour. Motion carried.

Motion 122-3: Tony Lotimer moved that that President and CEO pursue means to have APGO registered members placed on the list of guarantors under the Vital Statistics Act. Seconded by David Leng. All in favour. Motion carried.

Motion 122-4: David Leng moved to adjourn the meeting at 3:00 p.m. Seconded by Brad Leonard. All in favour. Carried.

### **ACTION ITEMS**

Action 122-1: In response to Bill Pearson's recommendation that the Association ally with the Ontario Securities Commission (OSC), Christine Vaillancourt will get in touch with the Chair, Maureen Jensen.

Action 122-2: Other committees will be asked to provide feedback on further professional development ideas. Louis Kan.

Action 122-3: A report on disaster recovery planning will be provided to Council at its next meeting. Staff.

Action 122-4: Bill Pearson will provide further information on mobility to Louis Kan.

Action 122-5: The budget will be examined for possible funding of student chapters. Louis Kan.

Action 122-6: Aftab Khan will provide a list of unlicensed practitioners. Council members are asked to seek out specific cases that demonstrate harm to the public.