



Minutes of the 124<sup>th</sup> Meeting of the  
Council of the Association of Professional Geoscientists of Ontario (APGO)  
Thursday, May 10, 2018 at 333 Bay Street, 24<sup>th</sup> floor, Toronto

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**Present**

Roger Woeller, Interim CEO  
Christine Vaillancourt, President  
Tony Lotimer, Past President  
Zen Keizars, Vice-President  
Bronwyn Azar  
Brad Leonard  
Francoise Campbell  
Marco Simone  
Susan Carlyle  
Wayne Caston  
Paul Connor  
David Leng  
John McBride  
David Good

**Via Teleconference**

Paul Hubley  
Tafa Gomwe  
Don Johnston  
Renee-Luce Simard

**Regrets**

Shelly Cuddy  
Nicole Januszczak

**By Invitation**

Aftab Khan, Registrar  
Andrew Boddington  
Jonathan Rose  
Nathaniel Howell

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**1. CALL TO ORDER**

The President called the meeting to order at 9:07 am.

The interim CEO, Roger Woeller, was introduced.

**2. SAFETY MINUTE**

Christine Vaillancourt: Importance of taking screen breaks. Get up and move for a minute every so often and look away from the screen frequently and as far as possible.

**3. CONFLICT OF INTEREST DECLARATION**

Interim CEO Roger Woeller was formally introduced. He has resigned from the Discipline Committee to serve as the Interim CEO at APGO. He retired from his previous employment and does not have a conflict of interest in his new role at APGO. Council members were reminded to sign the conflict of interest declaration form. No verbal conflict of interest declarations were made.

**4. PRESIDENT'S WELCOME REMARKS**

The Chair, Christine Vaillancourt, welcomed everyone to the meeting.

## **5. APPROVAL OF MINUTES**

The order of items on the agenda was modified so that the Government Relations and Geoscientists Canada updates would come later in the meeting when the presenters would be available.

**Motion 124-1: Brad Leonard moved to accept the agenda as amended; Zen Keizars seconded. Carried.**

## **6. ATTENDANCE RECORDS**

The attendance record was noted.

## **7. MINUTES OF MARCH 8, 2018 COUNCIL MEETING**

The minutes were reviewed and amendments were made.

**Motion 124-2: Paul Connor moved to accept minutes as amended; Tony Lotimer seconded. Carried.**

## **8. CEO REPORT**

### Operational Update

Interim CEO Roger Woeller reported on four items related to his retainer:

- a) Resolving personnel issues at APGO office
- b) Getting the team pulling in the right direction
- c) Taking a look at the organizations' risk profile from the outside (highest risks)
- d) Finding the next CEO as quickly and efficiently as possible

### Disaster Recovery Plan

Roger Woeller: Disaster recovery is a top priority. As the Public Register goes online and the public starts using it, risk will grow. APGO files contain personal information on the membership; security of that information is important.

### Mobility Agreement with Ordres des geologues (OGQ)

Christine Vaillancourt: The mobility agreement with OGQ needs to be renewed. Canadian professional geoscience regulatory associations already have obligations under Canadian law, so it should be possible to remove parts of the agreement that are already covered by federal law. Christine V. plans to have a meeting during the summer with OGQ to work on updating and renewing the agreement.

## **9. AGM PLANNING**

The 2018 AGM It will be on June 14, from 1:00 p.m. to 7:00 p.m., with a Council meeting before and a social function after. There will be two speakers (Professional Development Supplement to the program), as well as a keynote speaker.

David Leng advised that By-law changes will not be completed in time for approval by the membership at the 2018 AGM.

## 10. REGISTRAR'S REPORT

Aftab Khan presented the Registrar's report.

As of May 10, 2018, membership numbers and information were as follows: Practicing Members - 2,108

Limited Members – 67

Non-Practicing Members – 147 Geoscientists in Training – 436 Students – 721.

Applications received: 38 in March 2018 and 26 in April 2018.

New Members: 24 in March 2018 and 14 in April 2018.

Certificates of Authorization: 205 as of May 10, 2018.

PPE Exam: 25 wrote the PPE in April and 24 passed; best results for all jurisdictions for April 2018. APEGA

Technical Exam: 15 people registered to write the exam in April/May

Complaints and Discipline: 2 complaints pending from 2017. No new complaints filed in 2018.

Enforcement and Compliance status: 520 total active files; files being ranked according to the risk level (high, medium, low). Council members requested further information/explanation of the risk categories being used.

Action Item 124-1: Aftab Khan to send breakdown of criteria for different risk levels to Council members.

Continuing Professional Development Audit: An audit working group has been assembled – five members (four volunteers and the Registrar). The plan for the audit is to select up to 20% of the APGO membership for audit and distribute the selected members among the working group. The audit is expected to take approximately 3 months and will include one meeting.

Motion 124-3: To reinstate the Enforcement and Compliance subcommittee with Steve Wilson as Chair. Moved by Zen Keizars; seconded by David Leng. Carried.

## 11. GOVERNMENT RELATIONS/PUBLIC RELATIONS

Jonathan Rose and Andrew Boddington from Policy Concepts provided an update on ongoing government relations work by the APGO. They made note of the upcoming election.

Priorities for engaging with the government include:

- a) Current Work: Excess soil regulation, modernizing the Geoscientists Act, surveying the membership, finalizing the Aggregate Resources Act and APGO branding.
- b) Future Work: Excess soil regulation (until it gets finalized), modernizing the Act, mapping out which government committees should be contacted by APGO, and the new CEO outreach strategy.

## 12. GEOSCIENTISTS CANADA (GC)

Mark Priddle (APGO representative on the Geoscientists Canada Board of Directors) provided an update on the activities at Geoscientists Canada (GC). Mark is the President – Elect of Geoscientists Canada and will become president of GC in June AGM.

GC is working on Phase II of the Admission Support Tool. More Technical Geoscience Subject Matter Experts are needed for the work and effort is being put forward to obtain these Experts. Members who are interested in this should be nominated by APGO, then submit their name, expertise, a brief CV, and their nomination to GC (through Mark Priddle).

Mark noted that the Governance Committee at GC is reviewing the terms of reference for the fellowships of GC.

The GC's AGM will be held on June 9, 2018 in St. John's, NFLD.

### **13. COMMITTEE REPORTS**

Finance: Tony Lotimer provided a brief report on behalf of the Treasurer. As of the end of March, there is nothing significant to report. Expenses should be carefully monitored. The majority of membership dues for the year have been received.

After some discussion, there was general agreement that monthly finance reporting should continue.

Audit: Nothing to report.

Discipline: One case C126 has a hearing scheduled for June 4, 2018.

Complaints: Nothing to report.

Governance: Nothing to report.

Professional Practice - Paul Hubley: The terms of reference for the committees are done and will be circulated before the June 14 AGM.

Action Item 124-2: Zen Keizars will spearhead writing up a Professional Practice Guidelines updating policy. ONGOING. He is reading through the suggestions for guidelines revisions policy sent to him by subcommittee chairs.

Geology: New member has joined the subcommittee, Mary-Anne Hildebrandt

Geophysics: Nothing to report.

Environment: Nothing to report.

Geomorphology: Nothing to report.

Past President Advisory Committee: Tony Lotimer is planning to arrange a teleconference meeting with the Past President's Advisory Committee prior to the AGM in June.

APGO Education Foundation: Tony has been in contact with Bill Pearson, Chair of the Education Foundation. Bill has advised that the Past President Bursary is not sustainable by donations from the past presidents. The APGO Education Foundation has requested that APGO consider making an annual donation to cover the cost of the Past President's Bursary. Council discussed this request. It was noted that APGO also provides in-kind services to the APGO Foundation as noted in the financial statements.

Action Item 124-3: Tony Lotimer to discuss with APGO legal Counsel whether it is appropriate for APGO to make a donation to the APGO Education Foundation.

## **14. REGIONAL UPDATES**

### Northwest:

- April 2nd was a regional networking in Thunder Bay, a presentation on Bitcoin by Dr. Skogstad. Attendance was 15 people.
- April 3-5th was the regional North-West Prospectors Symposium in Thunder Bay. Attendance was approximately 500 people.
- May 16-17th is an annual international conference by the Instituted of Lake Superior Geology, in Iron Mountain Michigan.

Southeast (Paul Hubley): Stewart Hamilton of the Ontario Geological Survey gave an excellent talk in Ottawa on Southern Ontario well water. The Southeast area also had their first registration and network meeting with Trent University. It is understood that Trent University is close to providing sufficient courses that would meet the APGO knowledge requirements for membership as a professional geoscientist.

Southwest (David Leng): There was a well-put together network session at University of Waterloo with about 50 mathematicians and geoscientists. U of Waterloo has a high interest in the mentoring program.

Northeast (Renee-Luce Simard): There was a lot of interest in qualifications at a recent student session at Laurentian University. APGO provided Work Experience Record forms. These forms and examples of a well- written work experience forms are on the APGO website under “Additional Information”.

## **15. COMMENTS ON TODAY’S MEETING**

## **16. MEETING MINUTES**

There should be a draft of the minutes for circulation and revision within 2-3 weeks of the meeting.

Council discussed whether there is a need for an officer from the APGO Council/Executive Committee to serve as Secretary.

Action Item 124-4: The Governance Subcommittee to address getting quality documentation out and posted on the website in a timely manner (for example past and current Council minutes). Interim CEO Roger Woeller to investigate further regarding the appointment of a Council Secretary and report back at the next meeting.

## **17. IN CAMERA WITH CEO**

Motion 124-4: To go in camera with CEO because personnel matters will be discussed. Moved by Brad Leonard; Paul Connor seconded. Carried.

## **18. IN CAMERA WITHOUT CEO**

## **19. NEXT MEETING**

June 14 before the AGM.

## **20. ADJOURNMENT**

Motion 124-5: Tony Lotimer moved to adjourn the meeting. Zen Keizars seconded. Carried.

Meeting adjourned at 3:45pm.

A handwritten signature in blue ink, appearing to be 'A. W. S.', written over a horizontal line.

President

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

### **MOTIONS**

124-1: Brad Leonard moved to accept the agenda as amended; Zen Keizars seconded. Carried.

124-2: Paul Connor moved to accept minutes as amended; Tony Lotimer seconded. Carried.

124-3: To reinstate the Enforcement and Compliance subcommittee with Steve Wilson as Chair. Moved by Zen Keizars; seconded by David Leng. Carried.

124-4: To go in camera with CEO because personnel matters will be discussed. Moved by Brad Leonard; Paul Connor seconded. Carried.

124-5: Tony Lotimer moved to adjourn the meeting. Zen Keizars seconded. Carried.

### **ACTION ITEMS**

124-1: Aftab Khan to send breakdown of criteria for different risk levels to Council members.

124- 2: Zen Keizars will spearhead writing up a Professional Practice Guidelines updating policy. ONGOING. He is reading through the suggestions for a guidelines revisions policy that have been sent to him by sub-committee chairs.

124-3: Tony Lotimer to discuss with APGO legal Counsel whether it is appropriate for APGO to make a donation to the APGO Education Foundation.

124-4: The Governance Subcommittee to address getting quality documentation out and posted on the website in a timely manner (for example past and current Council minutes). Interim CEO Roger Woeller to investigate further regarding the appointment of a Council Secretary and report back at the next meeting.