

Present

Milan Situm, Chair
Mark Goldie
John Ryder
Melanie Siewert
Zen Keizars
Robert Hearst
Roger Phillips
Carole Gilbert
Don Johnston
Paul Connor
Marco Simone
Paul Hubley
Nicole Januszczak
Scott McLean

Regrets:

Tafa Gomwe

Staff

Tony Andrews, CEO
Aftab Khan, Registrar
Marilen Miguel, Council's Secretary

By invitation:

Jonathan Rose, Policy Concepts
Andrew Boddington, Policy Concepts
Andrew Cheatle
Roger Woeller, Enforcement and
Compliance Committee (via conference call)

Via Teleconference

Susan Carlyle
David Good
David Leng
Pizye Nankamba

1. CALL TO ORDER

The President called the meeting to order at 9:05 a.m.

2. WELCOME TO NEW COUNCIL MEMBERS

All members were thanked for their attendance, Pizye Nankamba was introduced as the new Regional Councillor for North West.

3. SAFETY MINUTE

Nicole Januszczak highlighted the danger of being complacent when doing routine tasks. She indicated that many preventable accidents happen closest to home when people tend to be on autopilot. She stressed the importance of being alert and mindful when performing familiar tasks.

4. CONFLICT OF INTEREST DECLARATION

None

5. APPROVAL OF AGENDA

Agenda was reviewed.

Motion 132 - 1: Carole Gilbert moved to accept the agenda as presented. Seconded by Robert Hearst. Carried.

6. ATTENDANCE RECORD

The attendance record was noted. Carole Gilbert's name was added to the attendance record.

7. MINUTES FROM SEPTEMBER 19, 2019

Council reviewed the minutes from September 19, 2019 meeting. Minor edits were made.

Motion 132 – 2: Paul Connor moved to accept the minutes as amended. Seconded by Zen Keizars. Carried.

8. POLICY CONCEPTS UPDATE

Andrew Boddington and Jonathan Rose provided a high-level political overview of what is happening at Queen's Park.

PGO representatives continue to meet with ministries' representatives at Queen's Park on proposed amendments to the Professional Geoscientists Act (PGA), 2000.

9. MATTERS ARISING FROM SEPTEMBER 19, 2019 MINUTES

Action 131 – 1: Tony to seek advise from PGO's Counsel on the appropriate role of PGO in government's initiative to consult with stakeholders on revitalizing the mining sector. Done.

Action Item 131 - 2: Paul Connor to organize and chair a focus group to discuss the role of PGO and climate change and make recommendations to Council. Ongoing.

Action Item 131 – 3: Paul Connor to contact the candidate who has the second highest votes in North West region to fill the position of North West Regional Councillor. Done.

Action Item 131 – 4: Susan Carlyle to get quotes from three law-firms for review of PGO by-laws. Ongoing.

10. CEO REPORT

Tony Andrews, CEO, provided an update on the following areas:

- a) **Government relations** - Staying active in engaging with the government on PGA amendments.

Roger Phillips emphasized the need to ensure checks and balances are in place to ensure that the work around the amendments are properly vetted and ready to go when the time comes for government to review them.

Motion 132 – 3: Roger Phillips moved to create an ad-hoc committee responsible for the oversight of the work around the PGA amendments. Paul Connor seconded. Carried.

Roger Phillips agreed to chair the PGA Ad Hoc Committee.

- b) **Digitization of filing system** - This is a long process. A workplan is in place and is actively being implemented.
- c) **Registration** – Continuously improving the processes.
- d) **Rebranding** – Ongoing.
- e) **Financial year-end and 2020 budget** – Ongoing.
- f) **Strategic planning framework** - Development of action plan is underway.

13. REGISTRAR'S REPORT

Aftab Khan, Registrar provided update on PGO's registration and other key activities

- A number of **registration statistics** that include, but not limited to, membership as of November, 2019

Membership Class	November 2018	November 2019
Full P.Geo.	2198	2228
Limited P.Geo.	68	73
Non-Practising P.Geo.	142	169
Geoscientist-in-Training	478	533
TOTAL	2886	3003
Student	572	770
C of A Holders	206	213

- Complaints and Discipline cases as of November 2019**

Complaints filed: 1 currently being reviewed by the Complaints Committee

Referred to Discipline: None

- Continuing Professional Development (CPD) Audit**

CPD audit was conducted involving 20% of PGO's practising members. Staff followed up with members whose CPD activities require clarification. The follow-up exercised is ongoing.

The CPD Guideline is currently being reviewed by the CPD working group. The guideline will be posted on the website once finalized.

- **Admissions Support Tool (AST) Phase II Project by Geoscientists Canada (GC)**

Aftab is part of the AST Phase II Project Working Group. Among the deliverables he highlighted was the development of a robust online pre-arrival resource for foreign trained professionals who wish to apply for the P.Geo. designation. The online resource is in its final stage and will be made available to the public soon via the GC website.

14. TREASURER'S REPORT

Treasurer will present his report at Council's January 2020 meeting.

GEOSCIENTISTS CANADA (GC)

Tony Andrews provided the report in place Mark Priddle, GC Director Ontario.

- GC members had the opportunity to get a preview of GC'S online portal for international trained professionals as part of the AST Phase II Project. The online tool got excellent review from GC's members. It is expected to go live before 2019 ends.
- 10% of PGO's budget goes to Geoscientists Canada as Ontario's membership fee.

Action 132 – 1: Tony to ask GC's CEO, Andrea Waldie to present on GC's activities at Council's January 2020 Meeting.

- Mark Priddle's term as Ontario's Director at GC's Board of Directors is ending. Christine Vaillancourt's name was put forward to take on the role.

Motion 132 – 4: Scott McLean moved to approve the appointment of Christine Vaillancourt as the new Ontario Director at GC's Board of Directors. Seconded by Zen Keizars. Carried.

15. COMMITTEE REPORTS

Enforcement and Compliance Committee – Update provided by Roger Woeller, Chair.

- The Committee is taking on an advisory role and is focusing on matters that pose the highest risk for PGO. It is closely looking at tripwires where non-compliance is involved.
- Terms of reference is being finalized and expected to be completed by end of this year.

- Committee will better define the E & C process and identify tools that PGO needs in addition to the current tools it has to improve the overall effectiveness of PGO's enforcement and compliance.

Governance Committee – Update Provided by Pail Connor, Chair.

- No word yet regarding status of Lieutenant Governor in Council (LGIC) member appointee.
- Committee is developing its action plan. It will meet again on November 29, 2019.
- Short-term plan includes a request for proposal (RFP) to review and categorize amendments to by-laws.
- Long-term plan includes audit on PGO's governance.
- Self-assessment tool for Council's performance will be developed by end of this year.

Action 132 – 2: Paul Connor will have the self-assessment tool ready by first week of December 2019.

Conference Planning Committee – Update provided by Paul Hubley, Chair

- 2nd teleconference was held on November 15, 2019. Discussions include committee's mandate, membership, purpose and intended audience of the annual conference and the potential structure and format of the annual event.
- Committee will recruit more members.
- Concerns were raised around scalability and sustainability of such undertaking. Budget and critical path will be developed.

Discussion: Consider doing another mini-conference for 2020 and do the big one in 2021.

Action 132 – 3: Paul Hubley will have Conference Committee's recommendation by January 2020 Council meeting.

Communications Subcommittee – Update provided by Zen Keizars

- Draft terms of reference (ToR) were presented to Council. A number of amendments were made. It was proposed that the subcommittee will have an expiry date of two years.

Action 132 – 4: Zen Keizars will incorporate the amendments to the Communications Subcommittee's Terms of Reference.

Motion 132 – 5: Robert Hearst moved to accept the Terms of Reference with amendments. Seconded by Nicole Januszczak. Carried.

Geomorphology Subcommittee - Update provided by Roger Phillips, Chair

- The subcommittee is currently working on professional practice guidance on geomorphology.

17. REGIONAL COUNCILLORS AND COUNCILLOR-AT-LARGE REPORTS

- **North West (Tafa Gomwe):** None.
- **South East (Paul Hubley):** Conducted a P.Geo. information session at University of Ottawa in October.
- **South West (David Leng):** Will hold a P.Geo. information session at Western University on November 25, 2019.
- **North West:** John McBride conducted a P.Geo. information session at Lakehead University on November 21, 2019.
- **Central (Mark Goldie):** Conducted a P.Geo. information session at U of T Scarborough campus and another one scheduled later today at U of T St. George Campus.
- **Councillors-at- Large:** Roger Phillips reported on the status of PGO's CPD Guidelines. It is currently being reviewed and will be finalized soon.

18. BUSINESS

Draft Letter of Understanding with BCSC

- Tony Andrews presented the draft letter of understanding with the British Columbia Securities Commission (BCSC). The document contained amendments shown as tracked changes to the letter.

Motion 132 – 6: Robert Hearst moved to accept the amended letter. Seconded by Carole Gilbert. Carried.

PGO Statement

- Tony Andrews presented on the proposed versions of PGO's Mission and Vision Statements.

Proposed Mission Statement: Professional Geoscientists Ontario protects the public by regulating Ontario geoscientists and advancing professional practice.

Proposed Vision Statement: To maintain and continually improve PGO as a trusted, respected and effective regulatory authority.

Motion 132 – 7: John Ryder moved to accept the amended mission and vision statement. Seconded by Paul Hubley. Chair deferred the motion for further discussion at the next Council Meeting.

- Council members need more time to discuss the proposed statements before approving them. The Chair proposed to defer this item to the next Council meeting.

Canadian Network Agencies for Regulations (CNAR) Conference – Key Take-homes

- The PGO's staff attended the 2019 CNAR conference as part of the team's continuing professional development exercise. Key take-homes include but not limited to the following:
 1. Mandate drift of self-regulated organizations resulting to growing government interventions. In BC, an overarching [legislation](#) was passed to govern regulated professions in the natural resources sector.
 2. Greater emphasis on risk-based approach to regulation
 3. Stronger focus on practices that demonstrate focus on public protection mandate such as:
 - ✓ Shift to smaller boards whose members are selected based on competency instead of election by members.
 - ✓ Shift towards 50:50 parity of Council membership – 50% members and 50% public appointees
 4. Publicised government-imposed audit of SRO's resulted to a number of regulatory bodies initiating their own audit by retaining 3rd-party auditors to address issues and gaps in their regulatory practices.
 5. Increasing trend in embracing sustainability and climate change within SROs' regulatory framework as well as the principles of UNDRIP (United Nations Declaration on the Rights of Indigenous Peoples.)

Sustainability and Climate Change – Presented by Paul Hubley, Chair, Professional Practice Committee

- Paul presented his white paper on the proposed development of a sustainability guideline. He emphasized the increasing societal and ethical expectations of professionals in an era of heightened awareness about the importance of sustainable practices.
- The development of Sustainability Guideline should be forward-looking in its scope and intent. It should reflect best practices that support the sustainability goals outlined in the Paris 2030 Agreement.
- The Government of Canada has a funding mechanism for sustainability initiatives. PGO will look into potentially tapping on federal funding. It will also examine if development of proposal for funding is best undertaken by Geoscientists Canada with PGO as a lead partner.

Action 132 – 5: Paul Hubley, Paul Connor and PGO staff will develop an action plan to move this initiative forward.

19. OTHER BUSINESS

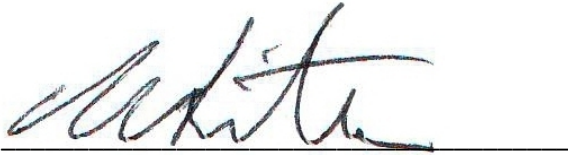
None.

20. IN-CAMERA SESSION

- There were no items to be addressed at this time.

21. ADJOURNMENT

Meeting was adjourned at 3:01 p.m.

A handwritten signature in dark ink, appearing to read "M. White", is written over a horizontal line.

President's Signature

Summary of Motions and Actions

MOTIONS

Motion 132 - 1: Carole Gilbert moved to accept the agenda as presented. Seconded by Robert Hearst. Carried.

Motion 132 – 2: Paul Connor moved to accept the minutes as amended. Seconded by Zen Keizars. Carried.

Motion 132 – 3: Roger Phillips moved to create an ad-hoc committee responsible for the oversight of the work around the PGA amendments. Paul Connor seconded. Carried.

Motion 132 – 4: Scott McLean moved to approve the appointment of Christine Vaillancourt as the new Ontario Director at GC's Board of Directors. Seconded by Zen Keizars. Carried.

Motion 132 – 5: Robert Hearst moved to accept the Communications Subcommittee's Terms of Reference with amendments. Seconded by Nicole Januszczak. Carried.

Motion 132 – 6: Robert Hearst moved to accept the amended Letter of Understanding with BCSC . Seconded by Carole Gilbert. Carried.

Motion 132 – 7: John Ryder moved to accept the amended mission and vision statement. Seconded by Paul Hubley. Chair deferred the motion for further discussion at the next Council Meeting.

ACTION ITEMS

Action 132 – 1: Tony to ask GC's CEO, Andrea Waldie to present on GC's activities at Council's January 2020 Meeting.

Action 132 – 2: Paul Connor will have the self-assessment tool ready by first week of December 2019.

Action 132 – 3: Paul Hubley will have Conference Committee's recommendation by January 2020 Council meeting.

Action 132 – 4: Zen Keizars will incorporate the amendments to the Communications Subcommittee's Terms of Reference.

Action 132 – 5: Paul Hubley, Paul Connor and PGO staff will develop an action plan to move the Sustainability initiative forward.