

Present

Scott McLean, Chair
Milan Situm
Mark Goldie
John Ryder
Roger Phillips
Don Johnston
Paul Connor
Marco Simone
David Good
Paul Hubley
David Leng
Pizye Nankamba
Melanie Siewert
Robert Hearst
Patricia Lorenz
Kristina Small
Roger Woeller

Bryan Brassington
Milan Situm

Regrets:

Carole Gilbert

Staff

Tony Andrews, CEO
Aftab Khan, Registrar
Marilen Miguel, Stakeholder Relations

By invitation:

Andrew Boddington, Policy Concepts
Jonathan Rose, Policy Concepts
Mary-Anne Hildebrandt

1. CALL TO ORDER

The President called the virtual meeting to order at 9:00 a.m.

2. WELCOME AND ACKNOWLEDGEMENT

Chair acknowledged and thanked everyone for their online participation.

3. SAFETY MINUTE

The Chair provided Council with comparative statistics on COVID 19 cases showing November 2020 numbers vis-à-vis numbers as of January 2021. He reminded everyone to continue to take safety precautions to mitigate the spread of the virus.

4. CONFLICT OF INTEREST DECLARATION

None

5. APPROVAL OF AGENDA

The Council reviewed the agenda. Paul Hubley indicated that he would not be seeking a motion on the agenda item “Climate Change Committee Draft Public Statement”.

Motion 138 - 1: Don Johnston moved to accept the agenda as amended. Seconded by Paul Hubley. Carried.

6. ATTENDANCE RECORD

The attendance record was noted.

7. MINUTES FROM NOVEMBER 19, 2020 MEETING

Council reviewed the minutes from November 19, 2020 meeting. An edit was made on Section #10 of the minutes.

Motion 138 – 2: Roger Phillips moved to accept the minutes as amended. Seconded by Don Johnston. Melanie Siewert abstained. Carried.

8. MATTERS ARISING FROM NOVEMBER 20, 2020 MINUTES and OUTSTANDING ITEM FROM SEPTEMBER 2020 MINUTES

Action 136 – 2: Aftab Khan to provide Enforcement & Compliance (E&C) high-risk number to Council in proportion to the total number. Update via today’s report. (Done)

Action 137 – 1: Paul Connor and David Good will discuss Student Chapter initiative and how it can be rolled out across the province. Ongoing.

Action 137 – 2: Tony Andrews to connect with CNAR on potential CPD session for Council. Update via today’s report. (Done)

Action 137 – 3: Mary-Anne Hildebrandt will bring back the recommendations to Geology Subcommittee for review and to update the draft General Professional Practice Guidelines for Geologists. Update via today’s report. (Done)

Action 137 – 4: David Good and Paul Connor will meet to discuss further the content of the Diversity and Inclusion document and will provide a more cohesive feedback to the committee. Council will revisit the document at its January 21, 2021 meeting. Ongoing.

9. POLICY CONCEPTS UPDATE

Jonathan Rose provided an overview of the latest update from Queen's Park. He also outlined ongoing work to help build and maintain support for PGO's proposed amendments of the Professional Geoscientists Act (PGA) through discussions with the political staff of Ministry of Energy, Northern Development and Mines (MENDM), the Premier's office and the Office of Small Business and Red Tape Reduction.

10. CEO REPORT

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

1. Administration and Operations

- Upgrading registrant database functionality
- Annual Dues Renewals – on track
- Unaudited 2020 Year End
- 2021 Budget Preparation
- 2020 Audit Process
- Staff Performance Appraisals - ongoing
- Replacement for Ami (Maternity Leave) – in the process of hiring
- An agreement with Engineers Canada that allows PGO to share a percentage of revenue from group insurance enrolment with EC's Home and Auto Insurance Program.

2. Issues and Initiatives

Government

- Meeting with MENDM regarding the PGA proposed amendment
- Discussion with the Ministry of Environment, Conservation and Parks (MECP) concerning regulatory changes involving Record of Site Conditions (RSC) and exemptions for the ground-water sampling requirement.

Ongoing work with PGO committees and subcommittees in the areas of:

- Enforcement & Compliance (E&C)
- 2021 PGO Objectives as set by the Executive Committee
- Governance
- Registration
 - It was noted that more should be done to encourage geoscience graduates to register as Geoscientist-in-Training (GIT), highlighting the benefits of being a GIT in messaging to students.
- Diversity & Inclusion public statement and action plan.
- Climate Change Risk – developing a climate change position statement.
- 2021 symposium planning.
- Guidelines for QPs related to PTTW – with Environmental Geoscience Subcommittee

Other

- Regulatory forum with Ontario Securities Commission (OSC) & British Columbia Securities Commission as per memorandum of understanding (MOU) between PGO and securities commissions.
- Meeting with Ordre des géologues du Québec (OGQ) and Engineers and Geoscientists BC (EGBC) to discuss mobility agreements.
- CNAR: Evolving Best Practices & Standards on Self-Regulation – education sessions for Council
- Strategic Plan – working on finalizing the Action Plan to be presented for the purpose of reporting on progress at Council's March meeting.

11. REGISTRAR'S REPORT

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

- A number of statistics that include, but not limited to, registration as of December 31, 2020.

Registrant Categories	Dec, 2019	Dec, 2020
Full P.Geo.	2252	2351
Limited P.Geo.	73	76
Non-Practising P.Geo.	169	197
Geoscientists-in-Training	549	573
TOTAL	3043	3161
Student	819	533
Certificate of Authorization	213	220

- There continues to be no registration appeals to date.
- As of December 31, 2020, 50 registrants either resigned or retired; 25 received dues relief; and 135 were suspended.
 - There was a discussion about suspension, in particular what is outlined in the regulation versus what is contained in PGO's by-laws.
- As of January 20, 2021, more than 90% of registrants and Certificate of Authorization holders have paid their renewal dues.
- Complaints and Discipline – status is the same as the last report
- Aftab provided a breakdown of categories of risk (high, medium, low) for those who are on the E&C list (Action Item 136 – 2)

- It was noted that university professors should not be in the E&C list unless they are also providing consultation services. David Good will discuss this further at Council's March Meeting.
- Engagement & Risk Assessment (E & RA) Files to date.
 - Total number of non-registered geoscientists who became P.Geo.'s in 2020 is 52.
 - Total active files subject to enforcement and compliance to date is 435.
- Other activities
 - Attended online meetings of Professional Practice Exam Committee (PPEC) on November 18, and January 6, 2021.
 - Attended SSRPWG (Saskatchewan Self-Regulating Professions Working Group) Regulatory Governance Forum on November 26, 2020.
 - Attended annual meeting between PGO and Office of Fairness Commissioner (OFC) on December 2, 2020.
 - Attended annual forum with Ontario Security Commission (OSC) and BC Security Commission (BCSC) to discuss regulatory trends and matters of mutual interest on December 3, 2020.
 - Attended subject matter expert interview along with PGO's counsel in relation to Complaint C-134 on December 4, 2020
 - PGO conducted two student outreach presentations at Laurentian University and Carleton University on November 25, 2020 and January 14, 2021 respectively. Tafa Gomwe and Eilidh Lewis, Assistant Registrar led the outreach.

Action 138 – 1: Aftab Khan to review PGO By-Laws 2 & 3 and propose the changes to Governance Committee to align them with the PGO regulation on suspension and reinstatement of registrants.

12. COMMITTEE REPORTS

Executive Committee Report – Update by Scott McLean

- Scott McLean reported that the committee had met on January 14, 2021 and discussed and review various topics including:
 - Annual Dues for January
 - Updating of Terms of Reference for Committees
 - 2021 Budget Review
 - PGA amendments
 - Climate Change statement
 - Programs to attract volunteers to the organization
 - CEO Performance Review and Setting 2021 Specific Objectives

Finance Committee – Update provided by Marco Simone, Chair

- Marco Simone presented the draft budget for 2021 along with comparative figures in 2020's Budget and Actual. He highlighted the notes provided around variances and the addition of newly created accounts to better reflect additional sources of revenue and new expenses. The budget presented is forecasting a modest surplus by year-end.

Motion 138 – 3: Don Johnston moved to accept the budget as presented. Paul Connor seconded. Carried.

Registration Committee – No update at this time.

Complaints Committee – No update at this time.

Discipline Committee – Written update by Tammy Middleton, Chair

- Minor update on committee's Terms of Reference (ToR).
- Currently dealing with one discipline case.
- The committee is looking at doing a training in conjunction with the Complaints Committee in Spring. Council members are welcome to join.
- The document "Policies and Procedures for Disciplinary Hearings of The Association of Professional Geoscientists of Ontario" is being updated and the committee plans to present this to Council in the last quarter of 2021.

There was a discussion around the impact of pandemic in disciplinary hearing process, in particular the need for face-to-face meeting as opposed to the virtual format. While accommodation is important to ensure the needs of those involved are met, doing it safely is just as paramount.

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

- The committee met on December 23, 2020. The ToR have been completed and the committee is looking for two more volunteers to join the committee, preferably including one with a legal background.
- The committee's action plan has been forwarded to the CEO.
- The committee is developing tools to help carry out its mandate, in particular adopting a protocol that identifies non-compliant individuals.

Action item 138 – 2: Marilen Miguel to give Roger Woeller the list of registrants who expressed interest to volunteer with PGO.

Governance Committee – Update provided by Paul Connor, Chair

Paul Connor presented the updated ToRs. A number of edits were put forward including edits to By-law 9. Paul noted that edits related to a by-law will be put forward to registrants at the

upcoming AGM for approval.

Motion 138 – 4: Paul Hubley moved to approve the Terms of Reference as amended (including edit to Bylaw 9).

Discussion: All Terms of Reference should include training requirements.

Motion 138 – 4: Roger Woeller moved to accept the Terms of Reference subject to editorial review (including by-law 9) with all ToRs containing training requirements. Seconded by Melanie Siewert. Carried.

Communications Subcommittee – No update.

Professional Practice Committee (PPC) – Update provided by Paul Hubley, Chair

- Working on the Strategic Plan Action Plan in particular the key performance indicators (KPI).

Environmental Geoscience (EG) Subcommittee – No update.

Geology Subcommittee – Update by Mary-Anne Hildebrandt, Chair

- Mary-Anne Hildebrandt presented to Council the amended General Professional Practice Guidelines for Economic Geologists.
- Council provided further amendments, which include but not limited to the need for clarity around qualified person (QP) and the importance of registering with self-regulated body in the jurisdiction in which geoscientists plan to work.
- Chair commended the Geology Subcommittee for their work on the guidelines.

Motion 138 – 5: Paul Hubley moved to approve the General Professional Practice Guidelines for Economic Geologists as amended. Seconded by Melanie Siewert. Carried.

Geomorphology Subcommittee – Update by Roger Phillips, Chair

- Roger Phillips presented to Council the Draft Geomorphology Professional Practice Guideline for their review and feedback. This document was first presented to the Professional Practice Committee before it went to Council.
- Any comments regarding the document should be sent to Roger Phillips directly.
- Roger Phillips will report back to Council on March 18, 2021 meeting and will present the final version of the guideline for approval.

Geophysics Subcommittee – No update.

Climate Change Committee – Update by Paul Hubley, Chair

- Paul Hubley reported that he will not be seeking a motion to approve the Climate Change Position Statement at this time. The committee is working at finalizing the position statement and he will bring it back to Council for approval at its March 18, 2021 meeting.
- Following its work on climate change risk, the committee will go back to considering a broader, sustainability-focused mandate.
- Paul noted that the United Nations' Sustainable Development Goals (SDGs) are being used as a benchmark for all geoscience activities.

Diversity & Inclusion (D&I) Ad-hoc Committee – Update by Mary-Anne Hildebrandt, Chair

- Mary-Anne Hildebrandt presented to Council the proposed 2021 D&I action plan for approval, which contains 18 action items that will be completed in 2021.
- Mary-Anne also reported that the committee has two new members: Janice McKnight and David Leng.
- Funds will be needed to support the D&I training for Council.

Motion 138 – 6: Melanie Siewert moved to accept the proposed 2021 D&I Action Plan as presented. Seconded by Paul Hubley. Carried.

PGA Amendment Working Group – Update by Roger Phillips, Chair

- Roger Phillips reported that PGO had two meetings with MENDM representatives dated November 23, 2020 and January 19, 2021.
- MENDM continues to push for non-legislative approaches to address PGO's proposed amendments. However, there are no specific criteria put forward in which we can assess the efficacy of such approaches.

Conference Planning Committee (CPC) – Written update by Mark Priddle, 2021 Chair

- The 2021 Conference planning is well underway. A committee was formed in the fall of 2020 following up on a successful conference in July of 2020. The committee is made up of PGO volunteers, many of whom were on the 2020 Committee.
- The format of this year's symposium will be similar to the first one. It will be a virtual event with themed panel sessions to be held over four days – April 20, 22, 27 & 29, 2021 from 10:00 a.m. to 12:30 p.m.
- Mark Priddle acknowledged the work of CPC members and the support of Council and staff.

Geoscientists Canada (GC) – Update by Christine Vaillancourt, Ontario Director

- Due to pandemic, GC's travelling expense line is significantly lower. GC is planning to revamp its website and will draw from Strategic Initiative Fund (SIF) to finance the initiative.

- The Certification Marks Licensing Agreement with GC's constituent associations (CAs) has been completed.
Christine noted that 2021 is GC's 25th Anniversary.
- Projects for 2021 include:
 - Provide support for the implementation of the Work Experience Competency Assessment Tool.
 - Provide guidelines to the evaluation of "12 months of Canadian Environment Experience" – to support a fair, transparent, consistent, aligned and defensible assessment process.
 - Ongoing work on a CPD guidance document.
 - A Geoscience Ethics Statement was completed and now a guidance document is underway.
 - Providing an updated version of the QP Short Course for Students to be available soon.
 - Development of an Equity, Diversity and Inclusion Statement
 - Development of Practising Geoscientist Licensing Statement

13. REGIONAL COUNCILLORS AND COUNCILLOR-AT-LARGE REPORTS

- **North East (Tafa Gomwe):** See Pizye Nankamba's update.
- **North West (Pizye Nankamba):** Plans to hold a virtual networking event in collaboration with Tafa Gomwe.
- **South East (Bryan Brassington):** No update at this time
- **South West (David Leng):** Conducted GC's Qualified Person (QP) Short Course for Students on November 21, 2020. It was very well-received. Also attended the Equality, Diversity, & Inclusion in Geoscience (EDIG) Conference and will share the information with the D&I Ad hoc Committee.
- **Central (Mark Goldie):** Scheduled outreach on February 17 at McMaster University.
- **Councillors-at- Large:** Nothing to report at this time.

14. BUSINESS

Annual Fees Renewal

There was a discussion about exploring the possibility of increasing the annual fees for registrants. The following points were made:

- It was noted that PGO has not raised its registrant fees since 2013, but in the meantime, PGO has experienced increased costs due to inflation and other causes. For example,

the annual GC assessment fee for PGO has gone up significantly this year. Further, while PGO is in good financial health, it needs to increase its contingency fund to ensure enough provision for legal matters that may arise from exercising PGO's public protection mandate.

- Council is very mindful of the current pandemic situation and a decision to increase registration dues might not be appropriate at this time. There is also a need to provide ample notice to registrants should Council decide to increase the annual dues.
- This topic will be revisited during the September 2021 Council meeting.

Mobility Agreement

- There was no support from other provincial and territorial self-regulatory organizations (SROs) regulating professional geoscientists and engineers to pursue mobility agreements, with the exception of EGBC and OGQ, which have had mobility agreements with PGO in the past. The agreement with EGBC is still current.
- A meeting is being planned to discuss the future of mobility agreement between PGO, OGQ and EGBC.

15. OTHER BUSINESS

None.

16. IN-CAMERA SESSION

Council had a brief in-camera session at 12:48 p.m.

Action Item 138 – 3: Pizye Nankamba to interface with Ami Mogaji to resolve password reset process on the PGO website

Action Item 138 – 4: PGO should investigate setting up general quarterly liaison meetings with MENDM.

18. ADJOURNMENT

Motion 138 – 7: Milan Situm moved to adjourn the meeting.

Meeting was adjourned at 1:04 p.m.



President

SUMMARY OF MOTIONS AND ACTION ITEMS

MOTIONS

Motion 138 - 1: Don Johnston moved to accept the agenda as amended. Seconded by Paul Hubley. Carried.

Motion 138 – 2: Roger Phillips moved to accept the minutes as amended. Seconded by Don Johnston. Milan Situm abstained. Carried.

Motion 138 – 3: Don Johnston moved to accept the budget as presented. Paul Connor seconded. Carried.

Motion 138 – 4: Roger Woeller moved to accept the Terms of Reference subject to editorial review (including by-law 9) with all ToRs containing training requirements. Seconded by Melanie Siewert. Carried.

Motion 138 – 5: Paul Hubley moved to approve the General Professional Practice Guidelines for Economic Geologists as amended. Seconded by Melanie Siewert. Carried.

Motion 138 – 6: Melanie Siewert moved to accept the proposed 2021 D&I Action Plan as presented. Seconded by Paul Hubley. Carried.

Motion 138 – 7: Milan Situm moved to adjourn the meeting.

ACTION ITEMS

Action 138 – 1: Aftab Khan to review PGO By-Laws 2 & 3 and propose the changes to Governance Committee to align them with the PGO regulation on suspension and reinstatement of registrants.

Action item 138 – 2: Marilen Miguel to give Roger Woeller the list of registrants who expressed interest to volunteer with PGO.

Action Item 138 – 3: Pizye Nankamba to interface with Ami Mogaji to resolve password reset process on the PGO website

Action Item 138 – 4: PGO should investigate setting up general quarterly liaison meetings with MENDM.