

**Present**

Paul Hubley, Chair  
Mark Goldie  
John Ryder  
Marco Simone  
David Good  
David Leng  
Pizye Nankamba  
Melanie Siewert  
Robert Hearst  
Patricia Lorenz  
Kristina Small  
Roger Woeller  
Joanne Di Caro  
Mary-Anne Hildebrandt  
Claire Milloy  
Leon Burger  
John Ryder  
Paul Connor

**Regrets:**

Siri Genik  
Scott McLean

**Staff**

Tony Andrews, CEO  
Aftab Khan, Registrar  
Eilidh Lewis, Assistant Registrar  
Marilen Miguel, Stakeholder Relations

**By Invitation**

Jonathan Rose  
Ryan Cole  
Roger Phillips  
Simon Gautrey  
Christine Vaillancourt

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**1. CALL TO ORDER**

The President called the virtual meeting to order at 9:01 a.m.

**2. WELCOME AND ACKNOWLEDGEMENT**

The Chair welcomed and thanked everyone for their online participation.

**3. SAFETY MINUTE**

- Leon Burger shared that with the winter season upon us, our vehicle should be winter ready. Our vehicle should have good winter tires. When travelling, ensure that you have a winter kit and your gas tank is full. Be vigilant when driving and watch out for wildlife. Ensure that you are sufficiently dressed for the weather. Ensure that work equipment that you need is onsite. Be vigilant of slippery sidewalks and avoid areas that are icy. When outdoors in the dark, increase your safety by being visible to motorists.

- Pizye Nankamba also reminded everyone to ensure that they change their wind shield fluid to winter fluid.

#### **4. DIVERSITY MINUTE**

Mary-Anne Hildebrandt shared with the group the importance of seeing the person behind their skills and talents. She shared the importance of recognizing people for who they are, that they are much more than the work that they do. Provide social opportunities to foster positive connections. This is a step on how we can make D&I real in our day-to-day.

#### **5. CONFLICT OF INTEREST DECLARATION**

None

#### **6. APPROVAL OF AGENDA**

The Council reviewed the agenda. PGA Amendments Ad hoc Committee's work had been discussed at the last Council meeting. As well, Policy Concepts is providing update in today's meeting. Ad hoc committee's report will be deferred to the next Council meeting.

Governance Committee will require a motion to approve current Chairs of Committees and Subcommittees.

**Motion 142 - 1: Paul Connor moved to accept the agenda as amended. Seconded by Mary-Anne Hildebrandt. Carried.**

#### **7. ATTENDANCE RECORD**

The attendance record was noted.

#### **8. MINUTES FROM September 16, 2021 MEETING**

Council reviewed the minutes from September 16, 2021 meeting. The following edits were made:

- Paul Connor noted that he sent regrets for the September meeting.
- Leon Burger's position should be noted as Councillor-at-Large.
- Specify the name of the committee responsible for Action item 141-2 for clarity.

**Motion 142 – 2: Robert Hearst moved to accept the minutes as amended. Seconded by Pizye Nankamba. Carried.**

## **9. MATTERS ARISING FROM September 16, 2021 MINUTES**

Action item 141 – 1: Governance Committee to develop a policy to improve the criminal background check process. **Status Update via Governance Committee Report.**

Action item 141 – 2: Joanna Eyquem to present to Council the terms of reference for the proposed Sustainability and Climate Change Standing Committee. **Deferred to January 2022 Meeting.**

Action item 141 – 3: Tony Andrews will check with Richard Steinecke if a by-law amendment is required for adjusting the fees associated with the implementation of incidental practise program. **Done.**

## **10. POLICY CONCEPTS**

- Jonathan Rose and Ryan Cole provided a high-level overview of Ontario government's priority highlighting the government's 2021 Fall economic announcement, which emphasized commitment to stronger health and long-term care system.
- Policy Concepts reported that there have been promising developments in the PGO's government relations efforts with the minister's office who have expressed a willingness to re-engage with PGO around its proposed amendments to the Act and Regulations (Minister's office/ministry in this update refers to Ministry of Northern Development, Mines, Natural Resources and Forestry or MNDMNR).
- PGO's meeting with the ministry's Director of Policy in October 2021 was very productive. Ministry staff asked PGO to develop a new submission to update and anchor future discussion regarding amendments to the Act and Regulations.
- Policy Concepts also highlighted a new and evolving issue related to Ontario Government's Bill 27, Working for Workers Act, 2021 calling for the amendment of Fair Access to Regulated Professions and Compulsory Trades Act, 2006. The Bill, which has been passed, proposes an amendment which prohibits regulators to impose Canadian experience requirements as qualifications for registration unless an exemption from this prohibition is granted. Bill 27 is enabling legislation only and the important next step is the development of regulations. At that point public consultation will be required and PGO will ensure that it is represented in the consultation process.

## **11. CEO REPORT**

Tony Andrews, CEO, provided a summary of ongoing work in the following areas:

### **1. Administration and Operations**

- Working from home continues.
- Office Space – Lease will expire in June 2022. Exploring options.
- Challenge to Registration Committee Decision - An appeal hearing took place on November 15, 2021. PGO determined that the applicant is not eligible to practice professional geoscience in Ontario.
- Upgrading registrant database functionality – turned out to be a time-consuming process for staff
- Examining-Testing our Cyber-Security – Met with DATARISK Canada and had an initial discussion about cyber-security issues. DataRisk indicated that cyber-security testing and continual monitoring services would cost in the range of \$30,000 per year. Tony Andrews will develop an RFP to include a number of potential providers of this type of service.
- Redesigning Field Notes – The working group has started discussion on this initiative.
- PGO's Incidental Practice – This initiative will be launched in January 2022. Tony Andrews will reach out to EGBC to follow up on the status of their mobility agreement, which will be necessary in their case since their legislation does not include any measure for temporary practice.
- Considerable thought has been put into the follow-up to the Self-Assessment on Governance and Regulatory Practice. The Governance Committee will report on this item.
- PGO Symposium 2022 – Kristin Hanson, P.Geo. has agreed to take on the role of Chair of the 2022 Conference Planning Committee.
- PGO participated in the November, 2021 Geoscientists Canada Board Meeting. An update will be provided by Christine Vaillancourt, Ontario's Director on GC's Board.

### **2. Issues and Initiatives**

- MN DMNR re-engaging with PGO on PGA 2000 Amendments
- Municipalities: more outreach from Halton Region to PGOs on Qualified Persons and quality and consistency of technical reports – Update to be provided by Simon Gautrey, Chair of Environmental Geoscience Subcommittee.
- Bill 27 – as reported by Ryan Cole, Policy Concepts
- Continuing Education for Council & Committees – Tony Andrews encouraged all to attend the 2022 CNAR Conference.

**12. 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 November 2021.

| <b>Registrant Categories</b> | <b>Nov 2020</b> | <b>Nov 2021</b> |
|------------------------------|-----------------|-----------------|
| Full P.Geo.                  | 2289            | 2370            |
| Limited P.Geo.               | 76              | 83              |
| Non-Practising P.Geo.        | 197             | 229             |
| Geoscientists-in-Training    | 566             | 595             |
| <b>TOTAL</b>                 | <b>3128</b>     | <b>3277</b>     |
| Students                     | 475             | 430             |
| Certificate of Authorization | 219             | 225             |

- Total number of Complaints filed for 2021 is three (3).
- Engagement & Risk Assessment (E & RA) Files to date.
  - Total number of non-registered geoscientists who became P.Geo.s as of November 2021 is 33.
  - Total active files subject to enforcement and compliance to date is 402.
  - To date, 145 individuals who are practicing without registration are deemed as high risk as per the Registrar's Engagement & Risk Assessment Matrix.
- Other activities
  - Attended online meetings of Professional Practice Exam Committee (PPEC) on September 22, October 6, October 20 and November 10, 2021.
  - Attended the online Discipline Hearing for Complaint C-134 on September 23, 2021.
  - Attended the online meeting of Ontario Regulators for Access Consortium (ORAC) on September 29, 2021
  - Online meeting with the Office of the Fairness Commissioner (OFC) on October 29, 2021 to discuss the compliance category letter for the Professional Geoscientists
  - Attended Canadian Geoscience Standards Council (CGSC) one-day online meeting on October 23, 2021.
  - Attended online meeting on "Amendments to the Fair Access to Regulated Professions and Skilled Trades Act 2006" on October 26, 2021.
  - Attended "Appeal Hearing against Registration Committee Decision" as a witness on November 15, 2021.

**Action 142 – 1: Aftab Khan to provide OFC report to Council at next Council meeting slated for January 2022.**

### 13. COMMITTEE REPORTS

#### **Executive Committee Report** – Update by Paul Hubley, Chair

- Close to being on track with PGO 2021-22 objectives
- Diversity and Inclusion Survey – Mary-Anne to report on the outcome of the survey
- In the process of developing Professional Practice Guidance on intellectual property rights.

**Action item 142 – 2: Paul Hubley to reach out to volunteers to help with the development of guidelines on intellectual property rights.**

#### **Registration Committee** – Update provided by John Ryder, Chair

- Registration Committee expressed concern about Bill 27 that pertains to the amendment of Fair Access to Regulated Professions and Compulsory Trades Act, 2006.
- PGO will ensure participation in consultation process.

#### **Complaints Committee** – Written report provided by Doug Cater, Chair

Highlights from the report:

- Update on Complaints C-135 and C-136
  - ✓ A four-person Complaint Review Panel has met and reviewed the Complaint materials.
  - ✓ The panel has requested that an Investigator be retained to obtain additional information relating to the Complaint(s).
- Update on Complaint C-137
  - ✓ Complaint was filed in September 2021. Review Panel has reviewed and deliberated on the Complaint materials. The panel requested an investigator to obtain additional information.
- Complaints Manual
  - ✓ The Complaints Committee discussed proposed revisions to the Manual. An updated version will be provided to Council.

#### **Discipline Committee** – No update at this time

#### **Enforcement and Compliance Committee (E&C)** – Update by Roger Woeller, Chair

- E&C Committee has new members which brings current membership to seven (7). Membership has a reasonable mix of representations as per its Terms of Reference.
- The committee has established a schedule of meetings.
- The committee is developing a procedural template on enforcement and compliance process in partnership with the Registrar.
- The Registrar will provide Top 10 cases of E&C as per the Registrar's Engagement & Risk Assessment Matrix.

**Action 142 – 3: Paul Hubley to follow up with Dennis Waddington, Chair of Audit Committee around Risk Registry.**

**Action 142 – 4: Paul Hubley to provide Patricia Lorenz a generic risk registry template.**

**Governance Committee** – Update by Paul Connor and Melanie Siewert

- Paul Connor was re-elected as Chair of the Governance Committee
- The committee met to discuss the development of an RFP for the 3rd party review initiative and finalizing it in the near future.
- A table of PGO Committees and Subcommittees was presented to Council highlighting inconsistencies of appointments and current vacancies. A motion is needed to approve current Chairs as per the list presented to Council.

**Motion 142 – 3: Melanie Siewert moved to approved the Chairs of committees/subcommittees as presented. Seconded by Robert Hearst. Carried.**

- Richard Steinecke will be reviewing all ToRs to iron out inconsistencies and to bring greater clarity on requirements and approval process that include but not limited to approval of appointments in committees and subcommittees.

**Action item 142 – 5: Melanie Siewert to look at committees and subcommittees to provide a rationale about areas that require Council's approval including the appointment of committee chairs.**

- There was discussion about the current practice of encouraging Council Members to be actively involved in PGO Committees. The concern was whether or not the expectations and work involved in being active Committee Members would detract from their ability to fulfill their roles on Council.

**Action item 142 – 6: Paul Connor and Melanie Siewert to review the compositions of committees and subcommittees and bring back recommendations to Council.**

**Professional Practice Committee (PPC)** – Update provided by Paul Hubley on behalf of Chair, Roger Phillips

- PPC met on November 4. Roger Phillips started his term as Chair with Tony Lotimer as Vice Chair.
- The committee discussed a number of initiatives that include:
  - ✓ Updating the document authentication guideline
  - ✓ Qualified Persons initiative by the Environmental Geoscience Committee
  - ✓ Development of intellectual property guideline
  - ✓ Continued support for the work of Diversity and Inclusion Committee and Sustainability and Climate Change Risk Committee.

**Environmental Geoscience (EG) Subcommittee** – Update by Simon Gautrey, Chair.

- The subcommittee met to discuss the action item in PGO's Strategic Plan - *Develop a strategy to ensure that municipalities and other public agencies in Ontario employ or retain qualified (licensed) geoscientists to perform geoscience work undertaken as part of that mandate.*
- Meetings also focused on discussing Ministry of Environment and Conservation Parks (MECP) regulatory updates. PGO made a submission to MECP's proposed amendments to land use guidance.
- Guidance prepared for MECP on Qualified Person's (QP) exercise of professional judgment related to sampling ground water at Record Site Condition properties has been completed.
- Subcommittee member, Walter Bailey, P.Geo. volunteered to develop and teach the Ontario-specific environmental QP materials as part of the QP Short Course for Students developed by Geoscientists Canada.

**Geology Subcommittee** – No update at this time.

**Geophysics Subcommittee** – No update at this time.

**Geomorphology Subcommittee** – No update at this time.

**Diversity and Inclusion (D&I) Committee** – update by Mary-Anne Hildebrandt, Chair

- Mary-Anne Hildebrandt presented on the 2021 Diversity and Inclusion Survey results.
- The survey responses were collected and prepared by a 3<sup>rd</sup> party.
- It was noted that certain questions should have had a follow-up question such as the one asking respondents if they have experienced prejudice, discrimination and/or exclusion to gain a more meaningful insight on their experience with such issues.
- Mary-Anne noted that survey results indicated that they are aligned with PGO's D&I objectives and action plan.
- Council members asked if the survey results will be made available to the public including universities (Earth and Sciences departments).

**Action item 142 – 7: Mary-Anne Hildebrandt to seek recommendations from D&I Committee regarding the survey results being made public.**

**Sustainability and Climate Change Risk Ad hoc Committee** – No update at this time.

**Past Presidents' Advisory Group** – No update at this time.

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

- Geoscientists Canada represented by its CEO and its President attended the Council of Chairs of Canadian Earth Science Departments meeting in October 2021.
- GC secured a two-year license on Practical Geocommunication Course, which will be made available to all its member regulators and will be launched in the new year. This will be offered for free as a Continuing Professional Development (CPD) opportunity for all P.Geo.s, GITs and student members.
- GC is currently developing guidelines on land Acknowledgement.
- GC is seeking feedback from member regulators regarding its work on Canadian Work Equivalent Competency.

**14. REGIONAL COUNCILLORS AND COUNCILLOR-AT-LARGE REPORTS** - Update provided by Marilen Miguel on behalf of Councillors

- PGO's outreach to all universities with geoscience programs is almost complete. The outreach with Carleton University, which will take place in January 2022 would wrap-up the outreach cycle for the current year.
- Marilen Miguel acknowledged the Regional Councillors and Assistant Registrar, Eilidh Lewis for their hard work in leading a successful outreach.
- PGO is co-sponsoring the 2021 Eastern Ontario Geoscience Open House (November 23 to 25, 2022) hosted by the City of Ottawa. Claire Milloy, South East Regional Councillor is representing PGO at the event.

**15. BUSINESS**

**Utilizing the Volunteers**

- Paul Hubley referenced the vacancies as per the committee list presented to Council. Paul emphasized the importance of being able to spread out the work as evenly as we can.

**Office COVID Policy**

- Tony Andrews identified the need to develop an office policy on COVID, particularly if and when staff return to regular attendance at the office facilities.

**Feedback on CNAR Conference**

- It was decided to replace the discussion scheduled during this Council Meeting with a survey questionnaire sent to all Council Members and Committee Chairs.

**Action item 142 – 8: Tony Andrews to develop a questionnaire to be sent out to Council Members and Committee Chairs.**

**Nomination Subcommittee**

- Discussion focused on the need to fill-up the committee with 50% P.Geo.'s and 50% non-registrants representing the public.
- Anyone interested to sit on the committee should contact Paul Connor.

**16. OTHER BUSINESS**

None.

**17. IN-CAMERA SESSION**

Council went for in-camera session at 12:50 p.m.

**18. ADJOURNMENT**

**Motion 142 – 4: Roger Woeller moved to adjourn the meeting.**

Meeting was adjourned at 1:13 p.m.



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President

## Summary of Motions and Action Items

### MOTIONS

Motion 142 - 1: Paul Connor moved to accept the agenda as amended. Seconded by Mary-Anne Hildebrandt. Carried.

Motion 142 – 2: Robert Hearst moved to accept the minutes as amended. Seconded by Pizye Nankamba. Carried.

Motion 142 – 3: Melanie Siewert moved to approved the Chairs of committees/subcommittees as presented. Seconded by Robert Hearst (?). Carried.

Motion 142 – 4: Roger Woeller moved to adjourn the meeting.

### ACTION ITEMS

Action item 142 – 1: Aftab Khan to provide OFC report to Council at next Council meeting slated for January 2022.

Action item 142 – 2: Paul Hubley to reach out to volunteers to help with the development of intellectual property guideline.

Action item 142 – 3: Paul Hubley to follow up with Dennis Waddington, Chair of Audit Committee around Risk Registry.

Action item 142 – 4: Paul Hubley to provide Patricia Lorenz a generic risk registry template.

Action item 142 – 5: Melanie Siewert to look at committees and subcommittees to provide a rationale about areas that require Council’s approval including the appointment of committee chairs.

Action item 142 – 6: Paul Connor and Melanie Siewert to review the compositions of committees and subcommittees and bring back recommendations to Council.

Action item 142 – 7: Mary-Anne Hildebrandt to seek recommendations from D&I Committee regarding the survey results being made public.

Action item 142 – 8: Tony Andrews to develop a questionnaire to be sent out to Council Members and Committee Chairs.