

Minutes of the 17th Annual General Meeting of the
Association of Professional Geoscientists of Ontario
June 14, 2019 at 3:30 p.m. to 5:30 p.m., Courtyard Marriott, Toronto

1. INTRODUCTIONS

- Council President Zen Keizars welcomed everyone and acknowledged the First Peoples and Traditional Territory.
- He acknowledged:
 - APGO's past presidents at the meeting - Bill Pearson, John Buckle, Maureen Jensen, Steve Usher, Greg Finn, Steve Wilson, Deborah McCombe, Kristin Hanson, Ian MacDonald, Andrew Cheadle, David Hunt, Mark Priddle, Tony Lotimer and Christine Vaillancourt.
 - Geoscientists-in-Training (GITs) and students present;
 - PEO President, Nancy Hill and OSPE President, Dr. Tibor Turi;
 - Delegates from Geoscientist Canada (GC) - GC's Board of Directors, presidents and CEOs of peer regulators
- A moment of silence was observed to honour those who have passed away. Members of the Canadian forces serving on behalf in Canada and around the world were acknowledged.

2. ACKNOWLEDGEMENT OF SPONSORS

- TD insurance was acknowledged for its generous support of the AGM's Reception. Hub international Limited was also acknowledged for sponsoring the conference's session on peer review guidelines presented by Erica Richler.

3. OPENING EXERCISES

a) Call to Order

- The president reminded participants that our By-laws require that the notice of the AGM meeting is required to be given by the CEO to each licensee of the association by sending the notice by mail or through the APGO's newsletter not more than 90 days at least 10 days before the meeting.
- Tony Andrews, CEO tabled a written signed statement that the notice was given to registrants of PGO on March 21, 2019.

- Ami Mogaji was appointed as the secretary for the meeting and Andrea Waldie as scrutineer.

b) Safety Minute by Françoise Campbell, P.Ge.

As the summer season is starting, many would be interested in playing and going into water so some basic safety rules around water:

- ✓ Keep an eye on your kids and other people's kids.
- ✓ Know your limits to avoid leg cramps.
- ✓ Know where to dive.
- ✓ You are never too old to wear a life jacket.

c) Attendance/ Quorum

- Attendance report for the meeting was given by the scrutineer, Andrea Waldie, P.Ge.
- 60 P.Ge.'s, 7 GITs, 1 student, 40 guests. No proxies were received. The meeting was declared to have quorum based on the report.

d) Approval of agenda

Agenda was reviewed. Zen Keizars called for a motion to accept the agenda as presented.

Motion # 1 - Shelly Cuddy moved to accept the agenda as presented. Seconded by Tafa Gomwe. Motion carried.

e) Conflict of interest

The President called for anyone with a conflict of interest to the agenda to exit the room. No conflict of interests was declared. Item of the business declared closed.

f) Adoption of the minutes of the last AGM

Zen Keizars called for a motion to adopt the minutes of the 17TH AGM in 2018. He mentioned that the minutes have been made available to the registrants and copies were made available at the entrance of the room.

Motion # 2: Motion to adopt the Minutes of the 17th Annual General Meeting of June 14, 2018 as presented was made by Françoise Campbell. Seconded by Roger Phillips. Motion carried.

g) Business arising from the Minutes

Business arising from the minutes were addressed under General Business.

4. GENERAL REPORTS

a. CEO's Report by Tony Andrews

- Organizational Review / Renewing and Strengthening the Staff Team
- Communications Review and Renewal
- Increasing Opportunities for Continuing Professional Development
- Engaging the New Ontario Government
- Collaborative Projects with Geoscience Canada
 - Facilitating & coordinating the licensing and practice of professional geoscientists nationally & internationally – GC updated the Knowledge and Experience Requirements for Professional Registration in Canada booklet.
 - Public awareness of geoscience – GC released a publication “Geoscience and Canada” booklet
- Strategic Planning (2019-2021) – Conducted in April 2019.
Areas of Strategic Focus:
 - i. Maintaining APGO as a strong and effective regulatory body.
 - ii. Maintaining APGO as a recognized and respected regulatory leader.
 - iii. Ensuring members are competent, professional and engaged in our work
 - iv. Ensuring that APGO programs support geoscientists to apply and advance standards of professional practice.

b. Registrar's Report by Aftab Khan, P.Geo.

- APGO membership is increasing.
- No appeal in the last four years against our Registration Committee decisions
- Continuing Professional Development (CPD) Audit - is a five-member team comprising of four Council members and the Registrar. Guidelines for CPD will be written soon.
- Complaints and Discipline - no backlog of complaints.
- Geoscience community recognizes APGO as a reliable source of help, particularly around student applications for GIT designation.
- To date, PGO has 2,200 licensees; GIT membership at 489 and growing steadily; Certificate of Authorization holders at 206. Student membership is 633. 135 licensees did not renew for 2019, some moved out of the province and 8 licensees were deceased.
- Enforcement and Compliance is a significant source of new applicants. 73 people were added to the list. To date, the E&C list has a total of 2,598 and out of this list, 578 became registrants. This is showing a registration success rate of 22%.

The Registrar was asked by an attendee how many of the practising P.Geo.'s or GITs are female geoscientists. The Registrar referred the audience to the 2018 Annual Report, which showed that 23% of the total number of licensees are female and 40% for the GIT category.

A member of the audience indicated that he was encouraged by the level of engagement that PGO has with its licensees to safeguard the professional practice of geoscience.

c. Committees' Reports

I. Complaints Committee Report by Doug Cater, P.Ge., Chair

- The committee is composed of the chair and council representatives
- In 2018, the committee reviewed and investigated three complaints.
- The chair summarized to the audience the APGO's Complaints Process.
- Some cases were complex and they required external resources.

A member of the audience asked the Complaints Committee Chair how the APGO corresponds with the complainee.

The Chair indicated that all correspondence goes through the Registrar and is then communicated to the Complaints Review Panel.

II. Discipline Committee's Report by Brad Leonard, P.Ge. on behalf of the Chair, Mike Jones, P.Ge.

- The Discipline Committee is responsible for hearing and making determination on cases of professional misconduct, incompetence or malpractice or of licensees submitted through the Complaints Committee.
- In 2018, there was only one case and it was a guilty verdict. All the discipline cases are posted on the PGO's website under the Protecting the Public page menu.
- For purposes of administration of the committee, the terms for chair and vice chair is two years in duration. The Vice Chair becomes Chair after the incumbent Chair's two-year mandate. The committee contains members of the Council, non-member appointees and volunteer licensees. Mr. Leonard indicated that the Discipline Committee is currently accepting volunteers to sit on the committee. The Committee currently maintains two standing panels in the event that two discipline cases come up at the same time.

III. Treasurer's Report by Shelly Cuddy, P.Ge.

- Shelly Cuddy presented the 2018 audited financial statements.
- The 2018 financial statements were audited by Bateman MacKay LLP and were approved by Council.
- In 2018, the APGO continued to meet its legislative mandate by working towards its strategic priorities with a focus on its public protection mandate. It is also on track in terms of meeting its operational needs.
- Ms. Cuddy cited that APGO continues to provide quality professional development initiatives for its licensees; going paperless to keep operational costs within budget; and maintains strong financial management that results in a strong cash balance position.
- As reflected in the audited financial statements, APGO ended the year in an operating deficit of \$54,021. This represented 4% of the budget for 2018.
- The revenue grew by 4% compared to 2017 and expenditure increased by 17% in 2018. Revenue increases were largely attributed to greater APGO registration and interest earned from APGO's investments.

- Expenditure increased slightly across the board in 2018. The significant deviation from the forecasted budget was a result of unexpected staff resource cost associated with the hiring of a new CEO, along with other legal and professional fees incurred by the APGO. Ms. Cuddy reiterated that despite these increased expenditures, the APGO maintains a strong financial position.
- The APGO is holding a restricted operating reserve of \$878,940 within the contingency reserve fund. This fund is intended to ensure that the APGO has a financial resource to fund its operation in the event of unexpected events or increase in expenditure such as pursuing or processing legal challenges. The 2018 audited financial statement demonstrates that the APGO is in a strong financial standing to meet the strategic plan for 2019.
- Motion was called by Zen Keizars to accept the 2018 audited financial statements.

Motion #3: Tony Lotimer made the motion to accept the 2019 audited financial statements. Seconded by Mark Priddle. Motion carried.

- Shelly Cuddy completed the proceedings by recommending that the members appoint Bateman Mackay LLP as APGO's auditor for 2019.

Motion # 4: A motion was made by Brad Leonard to appoint Bateman MacKay LLP as APGO's auditor for 2019. Seconded by Paul Hubley. Motion carried.

IV. President's Report by Zen Keizars, P.Ge.

President presented his report and highlights include;

- Council is working on APGO's by-law amendments
- Unveiling of the APGO's new business name, Professional Geoscientists Ontario (PGO), to best reflect PGO's public protection mandate.
- Council accomplished the goals it set out to do during his term.

5. GENERAL BUSINESS

Business arising from the Minutes

- No questions raised. President indicated that if any issues arise during the year, APGO councillors can be contacted.

6. RECOGNITION OF OUTGOING COUNCIL MEMBERS

Outgoing Council members were recognized and presented with plaques. Namely:

- Françoise Jeannine Marie Campbell, P.Ge., Central Regional Councillor
- Renée-Luce Simard, P.Ge., North East Regional Councillor
- Bronwyn Alison Azar, P.Ge., Councillor-at-Large
- Shelly Elizabeth Cuddy, P.Ge., Councillor-at-Large
- John Adam McBride, P.Ge., North West Regional Councillor
- Bradley Campbell Leonard, P.Ge., Lieutenant Governor in Council Member Appointee

7. RECOGNITION OF OUTGOING PAST PRESIDENT

A special recognition was given to the outgoing Past President, Christine Vaillancourt, P.Ge.

8. ANNOUNCEMENT OF ELECTION RESULTS & APPOINTMENTS TO COUNCIL

Announcement of election results and other appointments to Council were made.

- Scott McLean, P.Ge. – Vice President
- Melanie Siewert, P.Ge. – Councillor-at-Large
- Robert Hearst, P.Ge. – Councillor-at-Large
- John Ryder, P.Ge. – Councillor-at-Large
- Lesley Weston, P.Ge. – Regional Councillor, North West Region
- Tafa Gomwe, P.Ge. – Regional Councillor, North East Region
- Mark Goldie, P.Ge. – Regional Councillor, Central Region

9. INDUCTION OF THE NEW PRESIDENT

Zen Keizars passed on the mantle to Milan Situm, P.Ge. The newly-inducted President gave his acceptance speech.

10. OTHER BUSINESS TO THE BENEFIT OF THE APGO

A question was asked what positions are available at Council. Zen Keizars indicated that Council is currently in need of a Secretary and a Treasurer. These positions will be appointed by Council.

11. CLOSING EXERCISES

a) Adjournment

Motion # 5: Andrea Waldie, P.Ge. moved to adjourn the meeting.

b) Closing Remarks

Milan Situm gave a brief closing remarks and then adjourned the meeting.

SUMMARY LIST OF MOTIONS

Motion # 1: Shelly Cuddy moved to accept the agenda as presented. Seconded by Tafa Gomwe. Motion carried.

Motion # 2: Motion to adopt the Minutes of the 17th Annual General Meeting of June 14, 2018 as presented was made by Francoise Campbell. Seconded by Roger Phillips. Motion carried.

Motion #3: Tony Lotimer made the motion to accept the 2019 audited financial statements. Seconded by Mark Priddle. Motion carried.

Motion # 4: A motion was made by Brad Leonard to appoint Bateman MacKay LLP as APGO's auditor for 2019. Seconded by Paul Hubley. Motion carried.

Motion # 5: Andrea Waldie, P.Geol. moved to adjourn the meeting.