

Present

Mary-Anne Hildebrandt, President/ Chair
Claire Milloy, Vice President
Melanie Siewert, Immediate Past President
Alicia Kimberley
Cerise Latibeaudiere
Chris MacInnis
Clayton Sereres
Joanne Di Caro
Kelly Bolduc O'Hare
Kristina Small
Laura Katz
Michaela Kuuskman
Michel Kearney
Robert Hearst
Roger Woeller
William Skura

Regrets:

Paul Connor, Secretary
Sheila Daniel
Ryan Weston

Staff

Tony Andrews, CEO
Eilidh Lewis, Registrar
Gabrielle Hosein, Assistant Registrar
Carmen Li-Tsang, Operations and
Administration Coordinator
Marilen Miguel, Director, Internal and
External Affairs

By Invitation

Ryan Cole, Alexandra Rodgers, Michael Bunn
Neera Sundaralingam, Bill McGuinty

1. CALL TO ORDER

The President called the meeting to order at 9:02 am.

2. WELCOME AND ACKNOWLEDGEMENT

The Chair welcomed and thanked everyone for their participation in the hybrid meeting.

3. SAFETY MINUTE

- Laura Katz highlighted the impact of burn-out on one's well being. Burn-out is characterized by emotional exhaustion, depersonalization, and decreased sense of accomplishment.
- Signs of burn-out include, but are not limited to, physical exhaustion and lower immunity, self-doubt, withdrawal from responsibilities, sense of hopelessness, isolation, and procrastination.

- She highlighted the importance of preventative measures such as:
 - ✓ taking care of one's physical and mental health by getting enough sleep, taking vacations, exercising, and eating healthy.
 - ✓ identifying priorities at work, communicating with the team, using email reminders to track work items; and most importantly
 - ✓ speak up and ask for help.

4. DIVERSITY MINUTE

- Michel Kearney spoke about the French language and highlighted that about 1.5 million people in Ontario identify as bilingual.
- He cited that in July 2023, Immigration Canada launched its [Francophone Immigration Express Entry](#) to attract French-speaking immigrants to come to Canada outside Quebec.
- He shared that in Eastern Ontario, being able to communicate with municipalities and with the public in French is a real asset.

5. CONFLICT OF INTEREST DECLARATION

None.

6. APPROVAL OF AGENDA

The Council reviewed the agenda. A typo on the agenda was observed and corrected. It was also noted that Christine Vaillancourt might not be available at the allotted time to report on the Geoscientists Canada agenda item.

Motion 152- 1: Roger Woeller moved to accept the 152nd Council Meeting Agenda as amended. Seconded by Robert Hearst. Carried.

7. ATTENDANCE RECORD

The attendance record was reviewed and corrected to reflect that William Skura was not present at the September 21st, 2023, Council Meeting.

8. MINUTES FROM September 21, 2023, Meeting

Council reviewed the minutes from the September 21, 2023 meeting.

- Amendment was made to a deferred motion – Motion 151 -9.

Amended to: *Motion 151 - 9: Paul Connor moved that the Finance Committee become a 'Committee of one', namely the Treasurer, as long as the person occupying that position is a CPA and has the capacity to fulfill all of the Treasurer's responsibilities. If at any time that position is not occupied by a CPA, the full membership of the Finance Committee will be re-established, following the guidance outlined in the committee Terms of Reference, for the purposes of performing financial oversight of PGO. Seconded by Ryan Weston. Motion deferred.*

- Amendment was made to Motion 151-12

Amended to: *Motion 151 - 12: Melanie Siewert moved that the individual registrant dues be raised by 4% across the board for 2024. Seconded by Roger Woeller. Carried.*

Action 152 - 1: Council to discuss the amendment to Motion 151 -12 referencing the incremental increases to registrant dues every year during the registrar's report.

- Amendment to Action item 151 – 7 – it should be Action item 151 -6:
Amended to: *Action 151 – 6: Roger Woeller will connect with Council VP, Claire Milloy regarding recruitment of a volunteer as a member of the Enforcement and Compliance Committee.*
- Edits were also made to address typos.

Motion 152 – 2: Alicia Kimberley moved that the 151st Council Meeting Minutes be approved as amended. Seconded by Robert Hearst. Carried.

9. MATTERS ARISING FROM September 21, 2023, Minutes

- Action items, arising from September 21, 2023, meeting, are tracked via the Register of Motions and Actions. The Register was shared with Council members with the November Council Meeting Agenda Package and future updates be posted in SharePoint so Council members can access and review outstanding actions that require follow-up.
- Action 151-3, Motion 145-3, and Motion 146-6 were reported as complete.

10. POLICY CONCEPTS

- Ryan Cole introduced his colleague, Alexandra Rodgers, to Council.
- He provided an overview of the political landscape at Queen's Park.
- He highlighted a recent update about the introduction of a legislation by the Ontario government to eliminate the Canadian Work Experience requirement in job postings.

- Ryan Cole reported that the compiled feedback from PGO's public consultation on its proposed amendment has been shared with the Ministry of Mines in September 2023.
- PGO is meeting with the Ministry of Mines staff in December to discuss the feedback and determine next steps.

11. CEO REPORT

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

1. Administration and Operations

- Deputy CEO – As per the requirement in PGO's Governance Policy Manual, Tony Andrews appointed Marilen Miguel as Deputy CEO who may act in the absence of the CEO when needed.
- SharePoint – Staff anticipate that this platform should be ready by end of November 2023.
- Cybersecurity Penetration Test – Tony Andrews reported on the results of the penetration test. The test revealed a number of issues of variable risk, all involving outdated elements of software, all of which have been addressed. A pen test will be conducted periodically and at least once a year. Staff will be provided with guidance on how to minimize risks which arise from their day-to-day work.
- Communications Procedures – This document is anticipated to be completed by end of November 2023.
- Procedure for Committees to Access Funds – This document has been completed and is ready for use by the Committee Chairs when requesting funding for an initiative.
- Recruiting for Council Members and Committees – invitations to submit RFPs were sent to recruitment organizations with a submission deadline of December 11, 2023. Through this process, PGO will select a recruiter, when required, will be available to assist PGO in the recruitment of members of the public to sit in Council and committees.
- Errors & Omission liability insurance – The process of obtaining E & O liability insurance for PGO has been initiated. While this was instigated in anticipation of PGO's Geomorphology Subcommittee signing a memorandum of understanding with the Ministry of Natural Resources and Forestry to undertake the review of the ministry's Erosion Hazards Guideline, it was felt that the addition of this insurance was a necessary addition for PGO as a whole.
- Orientation for New Council Members – This has been completed and the next step is to solicit feedback from participants about their experience.
- Risk Management Working Group – A Satarla method will be adopted for PGO's risk management framework.
- Readiness Assessment Working Group – Staff is completing the RAWG reporting template to provide an update on tasks assigned to them.

- Annual dues increase – The 4% dues increase has been implemented and is reflected in the 2024 dues renewal.
- Canadian National Agencies for Regulation (CNAR) Conference – Staff attended the October 2023 CNAR Conference. Staff will report highlights of sessions, which they attended at a later part of this meeting.

2. Activities, Issues, and Initiatives

- Amendments to Act and Regulations – Consultation Process (Ministry of Mines) has been completed.
- Proposed Regulatory Approach to Recovery of Minerals - ERO 019-7724, Building More Mines Act (Ministry of Mines) – The Geology Subcommittee has drafted a response to the proposed regulatory changes to recovery of minerals, and this is currently under consideration.
- A brief report was provided on a Geoscientists Canada (GC) Board meeting held on November 4, 2023, and a Group Meeting of CEOs of regulatory bodies governing professional engineers and geoscientists, which was also convened during the event.

Discussion:

- **Re: Recruitment Process** - It was noted that the recruitment process implemented in the summer was successful, resulting in a number of high-quality volunteer recruits.
- **Re: Response to Environmental Registry of Ontario (ERO) Process** – It was recommended that the Chair of the Professional Practice Committee (PPC) be included in the initial stage of the committee process of determining whether or not a PPC subcommittee should respond to an ERO posting. It was noted that there needs to be a process to document procedures in responding to ERO postings.

Action 152 - 2: Alicia Kimberley to discuss with Professional Practice Committee that going forward PPC subcommittee's correspondence regarding ERO postings include the PPC Chair to ensure proper response when needed.

- **Re: Risk Management** – It was highlighted that the Risk Management Framework is critical in preparation for the independent 3rd party review. A risk register was already developed by the Risk Management Work Group and will be made available to committee chairs when appropriate.

Action 152-3: Melanie Siewert to connect with Paul Hubley, Chair of Risk Management Work Group to discuss the integration of risk management with the RAWG workplan.

12. REGISTRAR'S REPORT

- Eilidh Lewis, Registrar, provided an update on PGO's registration and other key activities. Statistics were presented that included, but were not limited to, registration numbers as of November 2023, in comparison to the same last year. She noted that moving forward,

the registration statistics will only be included in the Council meeting package. Reports going forward will focus on key activities.

- She also reported that PGO received two comments regarding the increase of dues, and they have been addressed. PGO also addressed a comment that came in regarding the removal of the Canadian Work Experience requirement.

Registrant Categories	Nov 2022	Nov 2023
Full P.Geo.	2452	2488
Limited P.Geo.	87	89
Non-Practising P.Geo.	242	289
Geoscientists-in-Training	611	644
TOTAL	3392	3510
Students	369	369
Certificate of Authorization (C of A)	223	224

- New registrations for August, September, and October 2023 (Full, Limited, GIT and C of A) totalled to 48.
- Dues renewal received to date: 25% of Practising; 25% of Limited; 31% of Non-practising; 15% of GITs and 33% of the C of As. The next renewal notice will be sent out on November 30, 2023.
- To date, outreach to 8 universities has been completed. Eilidh Lewis acknowledged Clayton Sereres, David Leng, Rogert Hearst, Doug Cater, Joanna West, Michel Kearney and Assistant Registrar, Gabrielle Hossein for their help to make this outreach a success.
- Other key activities included the following:
 - Attendance in the CNAR Conference on October 16 to 18, 2023
 - Participation in the Geoscience Standards Board Meeting in October - An updated GIT information guide has been approved. It was also noted that all SROs are using the Competency-based Assessment (CBA) system except Quebec.
 - Attendance as an exhibitor on behalf of PGO at the Ontario Society of Professional Engineers (OSPE) Conference on November 2nd, 2023.
 - Attendance in the National Practice Officials Group on November 7 & 8, 2023.

Discussion:

- **Re: By-Law regarding the fees and dues** - By-Law No. 2 - Fees and Dues was amended in 2021 and a clean version of it is posted on the website. The fee schedule attached to it has been updated to reflect the 2024 fees schedule. Tony Andrews confirmed that the raising of dues is inline with the By-Law. He will review Legal Counsel's feedback on this item with the Registrar and report findings to the Governance Committee. The versioning of the By-Laws should also be recorded.

Action 152 - 4: Governance Committee to advise on a version control process for amendments made to the by-laws.

- **Re: Registration Guideline** - It was noted the Registration guideline should be updated to reflect the current change in the work experience requirements. The Registrar indicated that this is a work in progress and will be completed in the near future.
- **Re: Policy and Procedures for Discipline Hearings** – No update on this item. This is currently being reviewed by legal counsel. No timeline has been established for completion.

Action 152 - 5: Registrar to provide PGO's legal counsel a timeline for the policy and procedures for PGO's disciplinary hearings.

- **Re: Timeline for Complaints Cases** - A question was raised on whether PGO is meeting its regulatory requirements with respect to time for complaints cases. The Registrar indicated that cases are on track with expected timelines.

13. COMMITTEES REPORT

Executive Committee – Update by Mary-Anne Hildebrandt, Chair

- Mary-Anne Hildebrandt referred to Executive Committee Update Report provided in advance to Council highlighting its activities in the last two months. The written report highlights included, but were not limited to the following:
 - Summary status of all motions and actions starting from September 2021 to date was presented.
 - The Executive Committee met on September 26, 2023, to discuss its response to Geoscientists Canada's call to SROs to prioritize its Strategic Initiatives.
 - The Executive met with PGO legal counsel to gain better insight into how to interpret By-Law #1A with respect to in camera or closed meetings of Council. A policy for or in addition to existing policy in the Governance Manual and By-Laws is being drafted to guide Council.
 - It was noted that there was significant improvement in Council agenda planning and committee chairs submitting their reports on time. It was also noted that the Council meeting had been improved in 5 key areas - location; new audio/visual equipment for better participation for those online; addressing food allergies and dietary needs of Councillors attending; clear verbiage of motions prior to voting as well as early access to the Council agenda package. Staff were acknowledged for their efforts in following through with the feedback provided by Council.
 - The Executive Committee made several recommendations to the CEO, some of which Tony Andrews reported on earlier at the Council meeting. Other recommendations will be reported on during the January 2024 Council Meeting.

- A recommendation to Council has also been put forward, which is to provide feedback on PGO's Orientation Modules 1 – 4 to the Council Chair.
 - Geoscientists Canada's Presidents Committee - Mary-Anne Hildebrandt attended the regular meeting of Presidents. Discussion was focused on the future of geoscience and potential impacts on regulators.
- Mary-Anne Hildebrandt provided an overview of PGO's performance management process. The presentation highlighted the following:
 - The Governance Manual outlines the performance management process of PGO.
 - The Executive Committee is responsible for conducting the CEO's annual review on behalf of Council.
 - Council may conduct an interim informal progress review at any time if a serious breach of trust is discovered.
 - Performance management is conducted following both an informal (weekly check-ins) and a formal process (mid-year and annual reviews).
 - PGO has a robust compensation system for its CEO and staff and is informed by a market analysis conducted by PGO's HR consultant. For staff compensation, the CEO decides what is viable for the organization. For the CEO compensation, the Executive Committee votes on appropriate compensation package.
- Mary-Anne Hildebrandt reminded Council to provide their feedback to be incorporated in the annual review of the CEO.
- It was noted that the Executive Committee was supposed to report back to Council with regards to the PGO's response to GC's Strategic Initiatives. Tony Andrews indicated that he will circulate PGO's prioritization of the GC's strategic initiatives.

Action 152 - 6: Tony Andrews to circulate PGO's prioritization of the GC's strategic initiatives to Council.

Treasurer's Report – Update by Tony Andrews, CEO on behalf of Acting Treasurer, Paul Connor

- Tony Andrews presented on the financial statements as of October 31, 2023. No major issues on the financials to date.
- It was cited that Council members are personally liable for any taxes collected by PGO should the amount not be remitted to CRA. Taxes collected by PGO are always remitted to CRA on time.
- A question was raised on whether the surplus will be allocated to the Restricted Funds. Tony Andrews indicated that Council will decide this in January 2024.

Diversity and Inclusion Committee – Update by Neera Sundaralingam, Chair

- Neera Sundaralingam presented to Council the Equity, Diversity, and Inclusion Professional Practice Guidelines. She highlighted that this guideline has gone to various PGO committees for feedback. She noted that this guidance document has undergone an extensive review. The document was presented to Council for feedback.

- The Council Chair acknowledged and commended the work of the D & I Committee and noted that the committee has raised the bar in terms of the collaborative process involved in producing this document.
- Council noted that the document has gone through an extensive process of vetting across committees. As such, a suggestion was made to approve the document at this meeting.

Alicia Kimberley moved that Council approve the Equity, Diversity and Inclusion Professional Practice Guidelines as presented. Seconded by Michel Kearney.

Discussion: It was noted that final document should be amended with the following:

- Remove the “Updated November 13, 2023”.
- Remove the section referencing the 7.2 Version Control dates.
- Add the Final Release date.

Motion 152 - 3: Alicia Kimberley moved that Council approve the Equity, Diversity and Inclusion Professional Practice Guidelines as amended. Seconded by Michel Kearney. Carried.

- The D&I Committee is planning a survey and has put forward a budget for consideration by PGO for this purpose.

Nominations Committee – Update by Melanie Siewert on behalf of Scott McLean, Chair of Nominations Committee

- Melanie Siewert reported that the posting for the Non-registrant Public Appointee was shared online and with specific networks to identify candidates with financial expertise and ideally a CPA designation.
- The Nominations Committee received 1 expression of interest. The candidate’s qualifications were reviewed by the committee, and the candidate was interviewed.
- It is the recommendation of the committee to appoint the candidate to Council and consider appointing the candidate as Treasurer as they meet expectations for financial expertise.
- It was noted that an external reference check be considered by the Nominations Committee as part of the PGO’s nominations process in the future.

Action 152 - 7: Nominations Committee to consider including reference checks in PGO's nominations process.

Motion 152 - 4: Melanie Siewert moved that Michael Bunn, CPA, be appointed Non- Registrant Councillor for the Term ending at the 2026 Annual General Meeting of Registrants. That such appointment be subject to the receipt by PGO of the following executed documents; 1) Consent Form, 2) Confidentiality, Conflict of Interest and Code of Conduct Agreements, and 3) satisfactory review of a criminal record check. Seconded by Alicia Kimberley. Carried

- Melanie Siewert highlighted that Michael Bunn has the qualifications for the role and that he has indicated that he has the capacity for the role of Treasurer for Council. Mr. Bunn has previously indicated his consent to take on this role.

Motion 152 - 5: Melanie Siewert moved that, Michael Bunn, once confirmed in the role of Non-registrant Public Appointee, be appointed as Treasurer for the one-year term ending at the 2024 AGM in accordance with By-Law #1A. Seconded by Cerise Latibeaudiere. Carried.

Action 152 - 8: Scott McLean, Melanie Siewert and Mary-Anne Hildebrandt will decide who will reach out to Michael Bunn to inform him about his appointment as Non-registrant Public Appointee and as Treasurer.

Professional Practice Committee – Update by Alicia Kimberley, Chair

- Alicia Kimberley presented to Council the updated peer review guidance document. She noted that changes are mostly editorial. PPC members reviewed the document and agreed on the edits put forward.

152 – 6: Alicia Kimberley moved that Council approve the peer review guidance document as presented. Seconded by Robert Hearst.

Discussion: It was noted that most government agency reviewers conduct technical reviews, and this process is not confidential. A suggestion was made that in Summary of Key Points where confidentiality is referenced (4th bullet) should state, “*Maintain appropriate level of confidentiality with respect to the review where applicable*”. Further, the duty to disclose was discussed. It was also cited that members of Council who are technical reviewers be given opportunity to provide feedback on the document.

Motion 152 - 6: Alicia Kimberley moved that Council accept receipt of the Peer Review Professional Practice Guideline for their review and to submit comments back to the PPC Chair via email by no later than December 15, 2023. Seconded by Robert Hearst. Carried.

Communications Working Group – Update by Claire Milloy, Chair

- Claire Milloy reported that the Communications Working Group has completed its mandate. The Governance Committee will update the Governance Manual to include the Communications Policy. Staff will take on the development of the Communications Procedures and the Communication Plan.
- The Communications Working Group recommended that Council officially disband it and oversight of PGO’s communications be assumed by the Governance Committee. As such, it was cited that the Governance Committee needs an additional member.

Motion 152 - 7: Claire Milloy moved that the Communications Working Group be disbanded. Seconded by William Skura. Carried.

Action 152 – 9: Melanie Siewert to follow up with Kelly Buldoc O’Hare with regards to joining the Governance Committee as a member.

Sustainability and Climate Change Committee - Written update by Joanna Eyquem, Chair

Written report highlights include, but are not limited to the following:

- The committee is reviewing the Position Statement - *“Climate Change and Geoscience: Considerations for Professional Practice”* because of discussion that took place at the 2023 Annual General Meeting (AGM). A call for feedback was also solicited from the registrants after the AGM. Feedback from registrants was compiled by PGO staff. The Governance Committee also provided comments on the position statement.
- The committee is providing input to PGO’s Strategic Plan.

Scott Lister has been elected as Vice Chair.

Audit Committee – Written Report by Dennis Waddington, Chair

- The report indicated that two new members joined the Audit Committee
- The committee will be preparing for 2023 year-end activities that will start in January 2024.

Discussion: It was noted that Action 150 – 6 needs to be followed up (*Audit Committee and CEO to explore service providers for future years other than Bateman McKay to get different perspectives. Present options at the November 2023 Council meeting.*).

Action 152 - 10: Michaela Kuuskman to follow up with Dennis Waddington on Action 150 – 6.

- Claire Milloy also indicated that she would follow up with Dennis Waddington on *Action Item 151 – 10* to explore the possibility of expanding the committee’s mandate to include the Risk Management Framework.

Past Presidents’ Advisory Committee – Update by Melanie Siewert, Chair

- Melanie Siewert reported that the Past Presidents Advisory Committee met in September. Among the items discussed was the 25th Anniversary of the Professional Geoscientists Act, 2000. This initiative involves planning and requires a budget. A proposed action is to form a task force to lead planning for the commemoration. The initial plan is a gala event around the AGM timeline paired with the implementation of a communication plan that leads up to the 25th year Anniversary.

- In addition to the verbal report, written report highlights include but not limited to the following:
 - PPAC's input to PGO's Strategic Planning Framework
 - Planning for the 2023/2024 awards nominations
 - Mobility and the progress made by PGO to date in this area
 - Amendments to modernize the Professional Geoscientists Act, 2000

Motion 152 - 8: William Skura moved that a task force or committee be formed to explore ways to commemorate the 25th anniversary of the proclamation of the Professional Geoscientists Act and Council appoint Clayton Sereres as chair. Seconded by Melanie Siewert. Carried.

Registration Committee – Written report by Roger Phillips, Chair

Written report highlights included, but were not limited to the following:

- The next Registration Committee meeting is scheduled on December 7, 2023. The committee will be transitioning to a competency-based assessment review system that will require recalibration of the committee's normal routine, processes, and composition. The Chair and the Registrar will closely monitor this transition.
- The Registration Committee needs a volunteer with a background on hard rock geology.

Complaints Committee – Written report by Doug Cater, Chair

Written report highlights included, but were not limited to the following:

- C-136, is still pending.
- C-140 is close to completion.
- C-141 - Complaint decision document is being reviewed by PGO Legal counsel.
- Complaints Committee cited that the time requirement and external resources and costs needed to complete complex complaints are a challenge.
- A new non-registrant member joined the Complaints Committee and orientation materials have been provided.

Discipline Committee – Written report by Tammy Middleton, Chair

Written report highlights included, but were not limited to the following:

- The Discipline Committee met on September 19 and will be meeting again on December 5, 2023.
- The committee has three cases. The Registrar, in collaboration with legal counsel, is in the early stages of scheduling hearings for these cases.

- Tammy Middleton thanked Mike Jones, who coordinated the DC members' feedback on the draft EDI Professional Practice Guidelines.

Governance Committee – Written report by Paul Connor, Chair

Written report highlights included, but were not limited to the following:

- The Governance Committee met on October 19, 2023. The agenda included discussion of:
 - Strategic Planning Framework
 - Governance Manual Updates
 - Terms of Reference for Committees
 - Communications Policy
 - By-Laws and Dues Updates
- Recruitment for a replacement Chair of Governance and Council Secretary is ongoing.
- The Governance Committee recommended that the CEO coordinate with the Registrar to suggest By-Law updates to support the Council motion to increase registrant dues.

Geomorphology Subcommittee – Written report by Imran Khan, Chair

Written report highlights included, but were not limited to the following:

- The Chair will be confirming the membership of Geomorphology Subcommittee at its November 2023 meeting. It was also identified that a new Vice Chair is required, and this will be discussed at the meeting.
- Call for RFPs on the review of the MNRF's Erosion Hazards is closing in early November 2023.

Geophysics Subcommittee – Written report by Jean Legault, Chair

Written report highlights included, but were not limited to the following:

- A new member was added to the Geophysics Subcommittee.
- The subcommittee will be reviewing the PGO Guidelines for Geophysicists in Fall/Winter 2023-2024.

Symposium Planning Committee – Written report by Sheila Ballantyne, Chair

Written report highlights included, but were not limited to the following:

- The SPC held its first meeting on October 30, 2023. The committee elected its Vice Chair. It also set the dates for the Virtual Symposium which will be on April 16, 19, 23 & 24, 2023. Each session will be 1.5 hours in length.
- The symposium will have a registration fee but will offer it for free to PGO Student Members.
- The next meeting will be in November 2023 to firm up session themes.

14. BUSINESS

- **Closed Meeting as per By-law No. 1A, s. 3.09 (iv)**

Motion 152 – 9: Claire Milloy moved to close the meeting as per By-law No. 1A, s. 3.09 (iv). Seconded by Michaela Kuuskman. Carried.

The closed session commenced at 1:59 pm.

Motion 152 – 10: William Skura moved to adjourn the closed meeting. Seconded by Robert Hearst. Carried.

The closed discussion terminated at 4:04 pm and the Chair resumed the Council meeting which included staff and invited individuals.

- **Strategic Planning Framework – Tony Andrews**
 - The draft Strategic Planning Framework was included in the agenda package for review by Council. Council members were requested to provide feedback.

Action 152 - 11: Council to review the Strategic Planning Framework and provide feedback to the CEO by December 15, 2023. CEO to present the strategic plan in January 2024.

15. CNAR CONFERENCE HIGHLIGHTS

- Staff provided highlights on the CNAR sessions they attended.
 - Eilidh Lewis reported on the CNAR session called *“Navigating Conflict in Investigations”*
 - Marilen Miguel reported on the CNAR session called *“Human Rights Issues for Professional Regulatory Organizations - Understanding Obligations and Ensuring Compliance”*
 - Tony Andrews reported on the CNAR session called *“Transforming Quality Assurance for Risk-based regulation”*
 - Gabrielle Hossein reported on the CNAR session called *“Fundamentals of Regulation”*
- Tony indicated that he is engaging with CNAR to develop a program specific to Board and Council members. He has been invited to participate in the development of such a program.
- Mary-Anne Hildebrandt thanked the staff for the presentations.

16: ADJOURNMENT

- The chair thanked and wished everyone a safe and happy season ahead.

Motion 152 – 11: Robert Hearst moved to adjourn the meeting.

- Meeting adjourned at 4:33 p.m.



President

Summary of Motions and Action Items

Motions

Motion 152- 1: Roger Woeller moved to accept the 152nd Council Meeting Agenda as amended. Seconded by Robert Hearst. Carried.

Motion 152 – 2: Alicia Kimberley moved that the 151st Council Meeting Minutes be approved as amended. Seconded by Robert Hearst. Carried.

Motion 152 - 3: Alicia Kimberley moved that Council approve the Equity, Diversity and Inclusion Professional Practice Guidelines as amended. Seconded by Michel Kearney. Carried.

Motion 152 - 4: Melanie Siewert moved that Michael Bunn, CPA, be appointed Non- Registrant Councillor for the Term ending at the 2026 Annual General Meeting of Registrants. That such appointment be subject to the receipt by PGO of the following executed documents; 1) Consent Form, 2) Confidentiality, Conflict of Interest and Code of Conduct Agreements, and 3) satisfactory review of a criminal record check. Seconded by Alicia Kimberley. Carried

Motion 152 - 5: Melanie Siewert moved that, Michael Bunn, once confirmed in the role of Non-registrant Public Appointee, be appointed as Treasurer for the one-year term ending at the 2024 AGM in accordance with By-Law #1A. Seconded by Cerise Latibeaudiere. Carried.

Motion 152 - 6: Alicia Kimberley moved that Council accept receipt of the Peer Review Professional Practice Guideline for their review and to submit comments back to the PPC Chair via email by no later than December 15, 2023. Seconded by Robert Hearst. Carried.

Motion 152 - 7: Claire Milloy moved that the Communications Working Group be disbanded. Seconded by William Skura. Carried.

Motion 152 - 8: William Skura moved that a task force or committee be formed to explore ways to commemorate the 25th anniversary of the proclamation of the Professional Geoscientists Act and Council appoint Clayton Sereres as chair. Seconded by Melanie Siewert. Carried.

Motion 152 – 9: Claire Milloy moved to close the meeting as per By-law No. 1A, s. 3.09 (iv). Seconded by Michaela Kuuskman. Carried.

Motion 152 – 10: William Skura moved to adjourn the closed meeting. Seconded by Robert Hearst. Carried.

Motion 152 – 11: Robert Hearst moved to adjourn the meeting.

Actions

Action 152 - 1: Council to discuss the amendment to Motion 151 -12 referencing the incremental increases to registrant dues every year during the registrar's report.

Action 152 - 2: Alicia Kimberley to discuss with Professional Practice Committee that going forward PPC subcommittee's correspondence regarding ERO postings include the PPC Chair to ensure proper response when needed.

Action 152-3: Melanie Siewert to connect with Paul Hubley, Chair of Risk Management Work Group to discuss the integration of risk management with the RAWG workplan.

Action 152 - 4: Governance Committee to advise on a version control process for amendments made to the by-laws.

Action 152 - 5: Registrar to provide PGO's legal counsel a timeline for the policy and procedures for PGO's disciplinary hearings.

Action 152 - 6: Tony Andrews to circulate PGO's prioritization of the GC's strategic initiatives to Council.

Action 152 - 7: Nominations Committee to consider including reference checks in PGO's nominations process.

Action 152 - 8: Scott McLean, Melanie Siewert and Mary-Anne Hildebrandt will decide who will reach out to Michael Bunn to inform him about his appointment as Non-registrant Public Appointee and as Treasurer.

Action 152 – 9: Melanie Siewert to follow up with Kelly Buldoc O'Hare with regards to joining the Governance Committee as a member.

Action 152 - 10: Michaela Kuuskman to follow up with Dennis Waddington on Action 150 – 6.

Action 152 - 11: Council to review the Strategic Planning Framework and provide feedback to the CEO by December 15, 2023. CEO to present the strategic plan in January 2024.