

**Present**

Mary-Anne Hildebrandt, President/ Chair  
Melanie Siewert, Immediate Past President  
Michael Bunn, Treasurer  
Paul Connor, Secretary  
Alicia Kimberley  
Cerise Latibeaudiere  
Clayton Sereres  
Joanne Di Caro  
Kelly Bolduc O'Hare  
Kristina Small  
Laura Katz  
Michaela Kuuskman  
Michel Kearney  
Robert Hearst  
Roger Woeller  
Ryan Weston  
Sheila Daniel  
William Skura

**Regrets:**

Chris MacInnis

**Staff**

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

**By Invitation**

Ryan Cole, Alexandra Rodgers, Imran Khan,  
Dennis Waddington, Scott McLean

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**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 155<sup>th</sup> Council meeting. She noted that today's meeting agenda covered a robust set of materials that represents the work of volunteers and staff in the last eight months.

**3. LAND ACKNOWLEDGEMENT**

#### **4. SAFETY MINUTE**

- Sheila Daniel provided the safety minute with a focus on wildfires. She noted that wildfires are much more prevalent now than they used to be, particularly in remote areas.
- She noted that the primary hazards associated with wildfires are both the fire itself and poor air quality. Field crews working in areas prone to wildfires are particularly exposed to these hazards. To stay safe, make sure to do the following:
  - ✓ complete a risk assessment of the area before you do anything;
  - ✓ follow the rules set by municipalities and/or regulatory authorities that relate to the potential occurrence of wildfires, i.e. five-coloured coded system; and
  - ✓ develop emergency plan that include secondary method of egress.
- Sheila Daniel emphasized the overall importance of putting together a “grab-and-go” bag list for emergency situations. She noted that there are online resources that people can refer to for guidance on what you can do if you only have a limited amount of time to act during an emergency situation. She also noted that there are disaster kits for pets that are available online as guidance for pet owners.
- In addition to wildfire safety, Sheila Daniel, reminded everyone the importance of staying inside your vehicle if your car breaks down in the middle of traffic while calling or waiting for assistance.

#### **5. DIVERSITY MINUTE**

- Kelly Bolduc O’Hare provided the diversity minute. She noted that PGO’s Council has diverse members, which allows for different perspectives through which to look at issues. Each member brings with them unique knowledge and experience that positively impacts discussion of issues and decision-making process.

#### **6. CONFLICT OF INTEREST DECLARATION**

None.

#### **7. APPROVAL OF AGENDA**

Council reviewed the agenda. The Chair noted that the March Council meeting date referenced in the agenda should be March 21 not March 23.

**Motion 155- 1: Kelly Bolduc O’Hare moved to accept the 155<sup>th</sup> Council Meeting Agenda as amended. Seconded by Robert Hearst. Carried.**

## 8. ATTENDANCE RECORD

The attendance record was noted.

## 9. MINUTES FROM March 21, 2024 Council Meeting

Council reviewed the minutes from March 21, 2024 meeting. Minor edits were made.

**Motion 155 – 2: Alicia Kimberley moved that the 154<sup>th</sup> Council Meeting Minutes be approved as amended. Seconded by Roger Woeller. Carried.**

## 10. MOTIONS AND ACTIONS FROM MARCH 21, 2024 COUNCIL MEETING

- The Chair reminded everyone to send their updates for the Register of Motions and Actions to Marilen Miguel via email.

## 11. POLICY CONCEPTS

- Alexandra Rodgers provided a high-level overview of what is going on at Queen's Park.
- Ryan Cole reported that PGO met with the Deputy Minister of Mines and noted that it was a good meeting.
- He referenced the document Policy Concepts submitted to Council that outlined the two strategies that PGO could take to move its proposed amendments forward. The document also informed Council of the pros and cons for each strategy.
  - 1) Push for a Decision Note
  - 2) Push for a Formal Legislative Review
- Roger Phillips, speaking on behalf of the Professional Geoscientists Act (PGA) Ad Hoc Committee, reported that the committee recommended Option 2, which is in alignment with the recommendation of Policy Concepts.

**Motion 155 – 3: Melanie Siewert moved that based on the report provided by Policy Concepts and based on recommendations of the PGA Ad hoc Working Group, that Council authorize Policy Concepts and the PGA Ad hoc Working Group to move forward with the government to undertake a formal legislative review of the PGA (option2) with regular updates to Council. Seconded by Ryan Weston. Carried.**

## 12. COMMITTEE REPORT I

**Registration Committee – Update by Roger Phillips, Chair**

- Roger Phillips reported that the Registration Committee needs more volunteers to enhance the committee's capacity to carry out its competency-based assessment (CBA) of registration applications. While it was noted that application for the Limited Registration category is a small portion of the overall number of registration applications received, special attention is being given to application for Limited Registration under the new CBA system. A call for volunteers has been sent out by PGO.
- Roger Phillips highlighted the recommendation outlined in the written report to Council, that PGO staff, in consultation with the Registration Committee, develop additional information on the PGO website that include application instructions for Limited Registration to mitigate lengthy deferral processes and avoidable denials given the change in the application review process under the new CBA system.

**Action 155 – 1: PGO staff, in consultation with the Registration Committee, develop additional information on the PGO website that include application instructions for Limited Registration.**

### **13. CEO REPORT**

- The CEO's written report was included in the agenda package. Tony Andrews presented some additional information on the review and gap analysis underway focussed on staff and operations policies, referring to a table which was included in the agenda package. The table of policies was subdivided into 3 broad categories as follows:
  - HR policies required by law in Ontario
  - Must-have HR policies in Ontario
  - Nice-to-have HR policies in Ontario

During discussion it was noted that:

- Items 1.5 to 1.7 in the 'required by law' category be considered for inclusion in the Employee Policy Manual, even though these are not required by PGO, given that it doesn't meet the condition of 10 or more employees.
- An appropriate timeframe be identified for periodically reviewing PGO staff and operations policies, to be discussed with the HR Consultant, as this is included in the Governance Manual schedule.
- Council discussed the cost for the project.

**Motion 155 – 4: Kelly Bolduc O'Hare moved to approve spending for HR Governance Project as quoted by HR Consultant, including items 1.5 to 1.7 for consideration up to \$10,000. Seconded by Alicia Kimberly. Sheila Daniel against. Carried.**

- Tony Andrews presented on the proposed approach to review PGO activities to identify any existing activities designed primarily to support registrants, as per Task 1.3.8 of the Readiness Assessment Work Plan (RAWP). He referred to the briefing note that was included in the Council Package, which recommended that a task force be formed to evaluate such activities to determine whether or not they fall within the public protection

mandate of PGO. It was noted that the “suspect” list of activities will be compiled by staff for review by the task force.

**Motion 155 – 5: Paul Connor moved that the Executive Committee act as the Task Force to evaluate whether or not the current activities on the ‘suspect list’ are acceptable or not and make recommendations to Council regarding those activities. Seconded by Sheila Daniel. Carried.**

- The Year-end audit of 2023 Financial Statements went smoothly. A final draft of the audited financial statements was included in the May 23, 2024 agenda package.
- Marilen Miguel reported on the roll out of Notarius digital signature as a subscription-based option for registrants. She noted that:
  - Notarius is a trusted certificate authority that provides digital signature services to many self-regulatory bodies such as EGBC, APEGA, APEGNB, EGM and PEO.
  - Adoption of Notarius makes it easy for registrants who are also registered in other jurisdictions to voluntarily subscribe to the same platform in Ontario via PGO.
  - Administration of Notarius digital signature is simple and easy for staff.
  - Notarius provides training to registrants on the use of the digital signature.
- A proposed volunteer appreciation event was presented to Council that included two options with cost comparison. The following points were made in the ensuing discussion:
  - It is not advisable to implement a volunteer appreciation event this fiscal year, as a) the current proposal only includes council and committee chairs, b) it is better to include all volunteers, and c) the budget allocated for this year would not cover the expense of an all-volunteer event.
  - The possibility of combining this appreciation event with next year’s 25<sup>th</sup> Anniversary celebration should be considered.
  - A token of appreciation would be more doable, much more inclusive and cost-efficient.

**Motion 155 – 5: Robert Hearst moved that, in order for a greater planning horizon, a token of appreciation for volunteers (TBD) for 2024 be considered and any residual 2024 budget allocation be rolled over to a combined volunteer appreciation and 25th Anniversary celebration events. Seconded by Melanie Siewert. Paul Connor abstained. Carried.**

**Action 155 – 2: Tony Andrews and staff to come back to Council with recommended options for a token of appreciation and develop recognition of milestones tied to years of service.**

- Marilen Miguel reported on historical and current PGO mentoring activities, referring to a briefing note included in the Council agenda package.

During discussion it was noted that:

  - The Professional Practice Committee (PPC) is currently assessing the Mentoring Program vis-à-vis current PGO priorities outlined in the Readiness Assessment Plan. It is assessing the program to determine if this fits within the public protection mandate of PGO.

- Alicia Kimberley, Chair of PPC requested a timeline from Council to report back on PPC's recommendation with regards to Mentoring Program.
- The Mentoring Program is a valuable program not only for the purpose of registration but also contributes to the protection of the public by helping the next generation of geoscientists become better geoscientists.

**Motion 155 – 6: Alicia Kimberley moved to establish a timeline for reporting back to Council in September 2024 on recommendation from PPC on how to move forward with Mentoring Program. Seconded by Robert Hearst. Carried.**

#### **14. COMMITTEE REPORTS II**

##### **Audit Committee – Update by Dennis Waddington, Chair**

- Dennis Waddington presented on the 2023 audited financial statements. He reported that the Audit Committee is of the opinion that the accompanying audited financial statements present fairly, in all material respects, the audited financial position of PGO as of December 31st, 2023.
- It was noted that on page five (5) of the 2023 Audited Statements document, which refers to Strategic Initiative Fund, 'Expenses' should be further clarified as "Strategic Initiative Retreat" in brackets.

**Motion 155 – 7: Michael Bunn moved that Council accept the 2023 Audited Financial Statements along with the Auditor's opinions as amended. Seconded by Roger Woeller. Carried.**

- Dennis Waddington acknowledged the members of the Audit Committee and thanked them for their efforts.

##### **Nominations Committee – Update by Scott McLean, Chair** (Robert Hearst recused himself from the discussion.)

- Scott McLean reported on the work of the Nomination Committee to fill the mid-term vacant position of Vice President and for the full-term position of Non-registrant Public Appointee.
- For VP position, a call for nominations was sent out to registrants who had served on Council in the past but no application was received.
  - The Nominations Committee reached out to existing Council members. Robert Hearst volunteered to take on the mid-term position.

**Motion 155 – 8: Melanie Siewert moved that Robert Hearst, P.Geo. be appointed Vice President for the term ending at the 2024 Annual General Meeting of Registrants. Seconded by Paul Connor. Carried.**

- For Non-registrant Public Appointee position, call for nominations was sent out and shared with a number of professional organizations.
  - One expression of interest was received and reviewed. The Nomination Committee interviewed the candidate – Trina Maher.
  - Scott McLean presented to Council Trina Maher’s professional profile highlighting her professional background and experience including, but not limited to the following:
    - Founder, President and Chief Creative Spirit of Bridging Concepts
    - human resources and diversity specialist (Past Chair of Canadian Aboriginal Human Resources)
    - curriculum developer and speaker
    - leadership, inter-group relations, communications and governance skills

**Motion 155 – 9: Melanie Siewert moved that Trina Maher be appointed Non-Registrant Councillor for the term commencing after the June 2024 AGM and ending at the 2027 Annual General Meeting of Registrants. Seconded by Kelly Bolduc O’Hare. Sheila Daniel abstained. Carried.**

- Scott McLean presented to Council an overview of the 2024-2025 Council terms noting that a significant number of positions are ending in June 2025. He also noted that the current Central Region Councillor position vacated by Robert Hearst will be filled via appointment and recruitment process will start right away given that the VP appointment has now been completed.

## **15. REGISTRAR’S REPORT**

- Registrar, Eilidh Lewis provided a summary of her written report that was included in the Council Package. During discussion it was noted that the Complaints Committee needs to appoint a Co-Chair given that Robert Hearst is taking on the Council VP role. Michaela Kuuskman was recommended by the Complaints Committee to take on the Co-Chair role.

**Motion 155 – 10: Robert Hearst moved that Michaela Kuuskman be appointed as Co-Chair of the Complaints Committee. Seconded by Alicia Kimberley. Michaela Kuuskman abstained. Carried.**

## **16. COMMITTEE REPORTS I**

### **Geomorphology Subcommittee – Update by Imran Khan, Chair**

- Imran Khan reported on the latest communication it received from the Ministry of Natural Resources and Forestry (MNRF) regarding PGOs' involvement in the ministry's' review and update of their guideline entitled *River and Stream System: Erosion Hazard Limit Technical Guide* (2002), as an independent third-party reviewer. The Geomorphology Subcommittee was seeking approval from Council to participate in this role.
- During discussion it was noted that PGO does not have a documented process to guide its decision-making pertaining to partnerships with stakeholders such as government ministries.

**Motion 155 – 11: Melanie Siewert moved to approve that PGO conduct an independent third-party review of the advanced drafts and final version of the MNRF's River and Stream System: Erosion Hazard Limit Technical Guide from the perspective of protection of the public, pending confirmation from PGO legal counsel that PGO's liability is appropriately considered. Seconded by Alicia Kimberley.**

- It was noted that legal counsel is needed to help assess and mitigate liabilities that may arise from this collaboration. Further, it was noted that proper procurement should be followed when engaging the services of a lawyer to ensure that there is clear contractual relationship when seeking legal advice.

**Motion 155 – 12: Melanie Siewert moved that Executive Committee form a task force to develop a process for managing requests like the one from MNRF or other External Organizations. This process should consider aspects such as, but not limited to, how to assess and manage risk to PGO, alignment with the Objects of PGO, and when Council authorization is required. Seconded by Alicia Kimberley. Carried.**

### **Finance Committee – Update by Michael Bunn, Treasurer**

- Michael Bunn reported on PGO's financial statements as of the end of April 2024.
- He noted that the balance sheet showed that PGO is in a good cash situation. The income statement showed a revenue of \$36,000 versus a budget that was forecasting a deficit. Overall, PGO is on track with its budget.

### **Risk Management Working Group – Update by Doug Cater, Chair**



- Referring to a briefing note included in the Council agenda, Doug Cater reported on the efforts by the Risk Management Working Group over the past few weeks to identify a management consultant to work with PGO on the development of a risk management framework.
- The working group evaluated proposals from three organizations and selected MNP, which best aligned with a set of criteria and also has previously experience working with self-regulatory bodies.
- He requested approval from Council to proceed with the project and that the required funding be provided from the Strategic Initiative Fund.

**Motion 155 – 13: Robert Hearst moved that Council approve the retention of MNP at a cost of \$23,500, to be taken from the Strategic Initiative Fund, to provide Risk Management Advisory and training services to PGO, Council and its Committees. Seconded by Roger Woeller. Carried.**

#### **Executive Committee – Update by Mary-Anne Hildebrandt, Chair**

- Mary-Anne Hildebrandt spoke to a written report which was included in the agenda. The following activities were highlighted:
  - An orientation plan for all volunteers for 2025;
  - CEO performance appraisal;
  - Paul Hubley as new CEO of Geoscientists Canada;
  - Readiness Assessment Work Plan items assigned to the Executive Committee;
  - The report on the Climate Change Position Statement by the Sustainability and Climate Change Committee;
  - A procedure to assess risk on collaborative initiatives that involve external stakeholders.
  - Explore potential opportunities for external funding of some of the RAWP initiatives;
  - Policy for closed/in-camera Council meetings.
  - Recommendations on the CEO report to Council.

#### **Governance Committee – Update by Paul Connor, Chair**

- Paul Connor presented on proposed changes to By-law 1A and a number of new and updated policies as part of updating the Governance Manual. The items were classified as high and standard priority items.

#### **High Priority Items**

- That By-law 1A be amended to empower Council to set annual dues for registrants for the coming fiscal year and thus provide PGO with the financial flexibility to respond to changing economic conditions.

**Motion 155 – 14: Paul Connor moved that the following change to By-Law #1A (provided by legal counsel), designed to give PGO flexibility in this challenging macroeconomic environment, be accepted and approved by PGO Council for consideration at the June 2024 Annual General Meeting of members / registrants:**

**The following wording is to be added to section 13.02 of By-law 1A:**

- (e) Subject to section 13.02(f), proposals to enact new By-laws or to amend, repeal or re-enact By-laws shall be subject to approval by two thirds (2/3rds) majority of the votes cast by the Members either (i) at a meeting of the Members duly called for the purpose of considering same or (ii) by ballot voting in lieu of a meeting set out in Section 5.15.
- (f) Section 13.02(e) does not apply to a by-law relating to fees and dues, and Council may enact, amend, repeal or re-enact a by-law relating to fees and dues in accordance with section 33 of the Act without the approval of the Members. Seconded by Kelly Bolduc O'Hare. Carried.

- Full updates were presented to the Code of Conduct, Conflict of Interest and Confidentiality policies and declaration forms for Councillors and Committee members. Briefing notes were provided to Council outlining the changes made and the rationale behind them. Edits were made to the Statement of Confidentiality to include a "best-efforts basis" on the use of email accounts used for PGO correspondence. The requirement for a non-work email account (under one's full control) remains mandatory in the case of statutory committees.

**Motion 155 – 15: Paul Connor moved that the updated Conflict of Interest, Code of Conduct, and Confidentiality policies and declaration forms (as amended) for Councillors and Committee members be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melanie Siewert. Carried.**

#### **Standard Priority Items**

- Paul Connor reported that the latest version of the governance manual has been reconciled with past Council motions and actions, thus, bringing the Governance manual up-to-date with what Council has already approved.

**Motion 155 – 16: Paul Connor moved that the latest version of the Governance Manual reconciled with past Council motions and actions be accepted and approved by PGO Council. Seconded by Kelly Bolduc O'Hare. Carried.**

- Changes to the Terms of Reference of Committees regarding participation of Officers and Staff, in order to minimize undue influence and conflict of interest, and
- Updated Officer Role Descriptions

**Motion 155 – 17: Paul Connor moved that the changes regarding Officers & Staff Participation on Committees to the Committees’ Terms of Reference and Officer Role Descriptions be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Roger Woeller. Carried**

- Version Control Policy
  - This new policy was created to govern the process of establishing version control for PGO documents. Version control allows for audit trail, management of risks of errors, accuracy and transparency in document management.

**Motion 155 – 18: Paul Connor moved that the new Version Control Policy be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melanie Siewert. Carried.**

- Council Meeting Agenda Setting Policy
  - This new policy was created to ensure that Council exercise a rigorous approach to agenda setting by prioritizing items that align with PGO’s public protection mandate and Objects.

**Motion 155 – 19: Paul Connor moved that the new Agenda Setting Policy be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Sheila Daniel. Carried**

- Closed and In-Camera Meetings Policy
  - This new policy establishes a set of processes to guide Council in identifying topics appropriate for in camera / closed discussion; procedures and considerations in conducting in camera / closed discussions; and appropriate methods for documenting in camera / closed discussions and protecting confidential information.

**Motion 155 – 20: Paul Connor moved that the new Closed & In-Camera Meetings Policy (with associated briefing note) be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melaine Siewert. Carried**

- Schedule of Activities of Council & Officers
  - This document is a compilation of who-does-what-and when involving Council and Officers of PGO.

**Motion 155 – 21: Paul Connor moved that the new (basic) Schedule of Activities of Council & Officers subject to minor revisions be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melanie Siewert. Carried**

- Revised Questionnaire for Council
  - The questionnaire was developed to evaluate the performance of Council as a whole. This is subject to minor revisions.

**Motion 155 – 22: Paul Connor moved that the slightly revised questionnaire for Council be accepted and approved by PGO Council and employed between now and the June 2024 AGM. Seconded by Kelly Bolduc O’Hare. Carried**

**Professional Practice Committee – Update by Alicia Kimberley, Chair**

- Alicia Kimberley presented to Council the final version of the updated Peer Review Guidelines.
- The document contains version control information, and it was noted that upon approval, the final version of the document should only show the public-facing version control information.

**Motion 155 – 23: Alicia Kimberley moved that Council approve the PGO Guideline on Professional Geoscientists Reviewing Work Prepared by Another Geoscientist as amended with version control policy applied. Seconded by Robert Hearst. Carried**

**Past Presidents’ Advisory Committee (PPAC) – Update by Melanie Siewert, Chair**

- Melanie Siewert reported on the status of 2024 Fellow of Geoscientists Canada (FGC) nominations that the PPAC received. The submission deadline was in advance of the next available Council meeting. The PPAC Chair notified the Executive that the PPAC recommends that Council approve the three (3) FGC nominees, who were worthy of such recognition.
- Three (3) motions were circulated on April 19, 2024 by staff to all Council members via email. Instructions were provided on how to cast a vote on each motion. The table below provides a summary of the results.

Tally	Motion 1	Motion 2	Motion 3
	Melanie Siewert moved that Imshun Je be approved as a PGO nominee for 2024 Fellow of Geoscientists Canada designation.	Melanie Siewert moved that James Bernard Whyte be approved as a PGO nominee for 2024 Fellow of Geoscientists Canada designation.	Melanie Siewert moved that Reno Ezio Pressacco be approved as a PGO nominee for 2024 Fellow of Geoscientists Canada designation.
Yes	10	10	11
No	0	0	0
Abstain	1	1	0
No response	8	8	8
<b>Vote Result</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>

**Motion 155 – 24: Melanie Siewert moved to ratify the results of the Council vote conducted to nominate Imshun Je, James Bernard Whyte, and Reno Ezio Pressacco as PGO nominees for the Fellowship of Geoscientists Canada designation. Seconded by Robert Hearst. Carried.**

- Melanie Siewert presented to Council the revised terms of reference for the PGO Award of Merit. She noted that there were approved changes to the ToR in the past but were not incorporated into the current ToR. Other notable changes made were:
  - Nominees will be considered for the annual award for a total of three (3) years
  - The public facing ToR will also include the evaluation matrix.

**Motion 155 – 25: Melanie Siewert moved that the PGO Award of Merit Terms of Reference revised by the Past Presidents Advisory Committee be accepted as presented (or as amended or subject to minor revision by staff as overseen by the Immediate Past President) effective following award of the 2024 PGO Award of Merit. Seconded by Clayton Sereres. Carried**

- Melanie Siewert reported that the PPAC received a very worthy nomination who was strongly endorsed by the Awards Review Panel as this year's recipient of the PGO Awards of Merit – Ian Macdonald. Ian has been a long-time volunteer of PGO, particularly as Chair of the Registration Committee and also as active member of a number of PGO committees.

**Motion 155 – 26: Melanie Siewert moved that that the selection of Ian MacDonald, P.Geo., FGC, by the PPAC as the recipient of the 2024 PGO Award of Merit be approved. Alicia Seconded. Carried**

## **17. COMMITTEE WRITTEN REPORTS**

- The chair checked with Council members if they have any questions with the committee written reports included in the Council package that were not discussed in today's meeting, namely:
  - Enforcement and Compliance Committee Report
  - Environmental Geoscience Subcommittee Report
  - Geophysics Subcommittee Report
  - 2024 Symposium Planning Committee Report
  - Readiness Assessment Working Group Report 25th Anniversary Planning Committee Report
- No questions were put forward about the above written reports.

## **18. CLOSING REMARKS BY THE CHAIR**

- Mary-Anne Hildebrandt announced that this is the last meeting that she will be chairing given that her term as President is ending in June 2024. She acknowledged and thanked everyone at the table for their work and was looking forward to working with everyone in the upcoming months.
- The Chair presented Melanie Siewert, outgoing Councillor, a token of appreciation and thanked her for all the mentorship and guidance she provided over the year.

**19. ADJOURNMENT**

**Motion 155 – 27: Paul Connor moved to adjourn the meeting.**

Meeting adjourned at 2:55 p.m. Council went for a brief in-camera session.

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President

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## Summary of Motions and Action Items

### Motions

Motion 155- 1: Kelly Bolduc O'Hare moved to accept the 155<sup>th</sup> Council Meeting Agenda as amended. Seconded by Robert Hearst. Carried.

Motion 155 – 2: Alicia Kimberley moved that the 154th Council Meeting Minutes be approved as amended. Seconded by Roger Woeller. Carried.

Motion 155 – 3: Melanie Siewert moved that based on the report provided by Policy Concepts and based on recommendations of the PGA Ad hoc Working Group that Council authorized Policy Concepts and the PGA Ad hoc Working Group to move forward with the government to undertake a formal legislative review of the PGA (option2) with regular updates to Council. Seconded by Ryan Weston. Carried.

Motion 155 – 4: Kelly Bolduc O'Hare moved to approve spending for HR Governance Project as quoted by HR Consultant, including items 1.5 to 1.7 for consideration up to \$10,000. Seconded by Alicia Kimberly. Sheila Daniel against. Carried.

Motion 155 – 5: Robert Hearst moved that, in order for a greater planning horizon, a token of appreciation for volunteers (TBD) for 2024 be considered and any residual 2024 budget allocation to be rolled over to a combined volunteer appreciation and 25th Anniversary celebration events. Seconded by Melanie Siewert. Paul Connor abstained. Carried.

Motion 155 – 6: Alicia Kimberley moved to establish a timeline for reporting back to Council in September 2024 on recommendation from PPC on how to move forward with Mentoring Program. Seconded by Robert Hearst. Carried.

Motion 155 – 7: Michael Bunn moved that Council accept the 2023 Audited Financial Statements along with the Auditor's opinions as amended. Seconded by Roger Woeller. Carried.

Motion 155 – 8: Melanie Siewert moved that Robert Hearst, P.Geo. be appointed Vice President for the term ending at the 2024 Annual General Meeting of Registrants. Seconded by Paul Connor. Carried.

Motion 155 – 9: Melanie Siewert moved that Trina Maher be appointed Non-Registrant Councillor for the term commencing after the June 2024 AGM and ending at the 2027 Annual General Meeting of Registrants. Seconded by Kelly Bolduc O'Hare. Carried.

Motion 155 – 10: Robert Hearst moved that Michaela Kuuskman be appointed as Co-Chair of the Complaints Committee. Seconded by Alicia Kimberley. Michaela Kuuskman abstained. Carried.

Motion 155 – 11: Melanie Siewert moved to approve that PGO conduct an independent third-party review of the advanced drafts and final version of the MNRF's River and Stream System: Erosion Hazard Limit Technical Guide from the perspective of protection of the public, pending confirmation from PGO legal counsel that PGO's liability is appropriately considered. Seconded by Alicia.

Motion 155 – 12: Melanie Siewert moved that Executive Committee form a task force to develop a process for managing requests like the one from MNRF or other External Organizations. This process should consider aspects such as, but not limited to, how to assess and manage risk to PGO, alignment with the Objects of PGO, and when Council authorization is required. Seconded by Alicia Kimberley. Carried.

Motion 155 – 13: Robert Hearst moved that Council approve the retention of MNP at a cost of \$23,500, to be taken from the Strategic Initiative Fund, to provide Risk Management Advisory and training services to PGO, Council and its Committees. Seconded by Roger Woeller. Carried.

Motion 155 – 14: Paul Connor moved that the following change to By-Law #1A (provided by legal counsel), designed to give PGO flexibility in this challenging macroeconomic environment, be accepted and approved by PGO Council for consideration at the June 2024 Annual General Meeting of members / registrants:

The following wording is to be added to section 13.02 of By-law 1A:

- (e) Subject to section 13.02(f), proposals to enact new By-laws or to amend, repeal or re-enact By-laws shall be subject to approval by two thirds (2/3rds) majority of the votes cast by the Members either (i) at a meeting of the Members duly called for the purpose of considering same or (ii) by ballot voting in lieu of a meeting set out in Section 5.15.
- (f) Section 13.02(e) does not apply to a by-law relating to fees and dues, and Council may enact, amend, repeal or re-enact a by-law relating to fees and dues in accordance with section 33 of the Act without the approval of the Members. Seconded by Kelly Bolduc O'Hare. Carried.

Motion 155 – 15: Paul Connor moved that the updated Conflict of Interest, Code of Conduct, and Confidentiality policies and declaration forms (as amended) for Councillors and Committee members be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melanie Siewert. Carried.

Motion 155 – 16: Paul Connor moved that the latest version of the Governance Manual reconciled with past Council motions and actions be accepted and approved by PGO Council. Seconded by Kelly Bolduc O'Hare. Carried.

Motion 155 – 17: Paul Connor moved that the changes regarding Officers & Staff Participation on Committees to the Committees' Terms of Reference and Officer Role Descriptions be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Roger Woeller. Carried



Motion 155 – 18: Paul Connor moved that the new Version Control Policy be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melanie Siewert. Carried.

Motion 155 – 19: Paul Connor moved that the new Agenda Setting Policy be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Sheila Daniel. Carried

Motion 155 – 20: Paul move that the new Closed & In-Camera Meetings Policy (with associated briefing note) be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melaine Siewert. Carried

Motion 155 – 21: Paul Connor moved that the new (basic) Schedule of Activities of Council & Officers subject to minor revisions be accepted and approved by PGO Council for inclusion in the latest version of the PGO Governance Manual. Seconded by Melanie Siewert. Carried

Motion 155 – 22: Paul Connor moved that the slightly revised questionnaire for Council be accepted and approved by PGO Council and employed between now and the June 2024 AGM. Seconded by Kelly Bolduc O'Hare. Carried

Motion 155 – 23: Alicia Kimberley moved that Council approve the PGO Guideline on Professional Geoscientists Reviewing Work Prepared by Another Geoscientist as amended with version control policy applied. Seconded by Robert Hearst. Carried

Motion 155 – 24: Melanie Siewert moved to ratify the results of the Council vote conducted to nominate Imshun Je, James Bernard Whyte, and Reno Ezio Pressacco as PGO nominees for the Fellowship of Geoscientists Canada designation. Seconded by Robert Hearst. Carried.

Motion 155 – 25: Melanie Siewert moved that the PGO Award of Merit Terms of Reference revised by the Past Presidents Advisory Committee be accepted as presented (or as amended or subject to minor revision by staff as overseen by the Immediate Past President) effective following award of the 2024 PGO Award of Merit. Seconded by Clayton Sereres. Carried

Motion 155 – 26: Melanie Motion to approve the PPAC's selection of Ian MacDonald, P.Geo., FGC as the recipient of 2024 PGO Award of Merit. Alicia Seconded. Carried

## Actions

Action 155 – 1: PGO staff, in consultation with the Registration Committee, develop additional information on the PGO website that include application instructions for Limited Registration.

Action 155 – 2: Tony Andrews and staff to come back to Council for token ideas and develop recognition of milestones tied to years of service.