

Present

Robert Hearst, President/ Chair
Zen Keizars, Vice President
Mary-Anne Hildebrandt, Immediate Past President
Paul Connor, Secretary
Alicia Kimberley
Joanna Hodge
Kelly Bolduc-O'Hare
Michaela Kuuskman
Michel Kearney
Roger Woeller
Ryan Weston
Clayton Sereres
Nataliya Tkach
Joanna Hodge
Cerise Latibeaudiere
Doug Carter

Michael Bunn
Kristina Small
Sheila Daniel
Laura Katz

Regrets:

Trina Maher
William Skura

Staff

Lauren Atmore
Tony Andrews
Marilen Miguel
Carmen Li- Tsang
Eilidh Lewis
Gabrielle Hosein

By Invitation

Ryan Cole and Alex Rodgers, Policy Concepts

1. CALL TO ORDER

The President called the meeting to order at 9:00 am.

2. WELCOME AND ACKNOWLEDGEMENT

3. LAND ACKNOWLEDGEMENT

4. SAFETY MINUTE

Kelly Bolduc-O'Hare offered a Safety Minute on slips, trips and falls which are the one of the leading causes of workplace injuries. She notes three elements to consider: recognize, evaluate and control. She offered specific areas to practice these elements, including recognizing hazards like potentially slippery areas, evaluating the situation by placing signage and ensuring proper

footwear is worn, and controlling for as much as possible, such as improving lighting and using non-slip mats.

5. DIVERSITY MINUTE

Joanna Hodge spoke about accessibility and fieldwork in geoscience, noting that people with physical disabilities have barriers to accessing many fieldwork opportunities. While fieldwork is a critical part of becoming a professional geoscientist, it is often denied to people with disabilities. We can remove barriers by reimagining fieldwork (“what does fieldwork actually mean?”), embed accessibility into field experiences, and provide meaningful experiences where all learners have equitable opportunities.

Discussion:

Often geoscience is focused on geology, as that can be the popular portrayal. Joanna explained that accessibility is for all areas and practices of geoscience. Discussion continued to delve into difference areas of geoscience disciplines.

6. CONFLICT OF INTEREST DECLARATION

None.

7. APPROVAL OF AGENDA

Motion 157-1: Ryan Weston moved that the 157th Council Meeting Agenda be approved as presented. Seconded by Cerise Latibeaudiere. Carried.

8. ATTENDANCE RECORD

The attendance record was reviewed, and quorum was met. Kristina Small said that she was incorrectly noted as present for the May 2024 Council meeting.

9. ADOPTION OF MINUTES FROM MAY 2024 COUNCIL MEETING

Council pointed out some typos in this set of minutes which were amended by staff.

Motion 157-2: Kelly Bolduc-O’Hare moved to approve the 155th Council Meeting Minutes as amended. Seconded by Roger Woeller. Carried.

10. ADOPTION OF MINUTES FROM JUNE 2024 COUNCIL MEETING

Council pointed out some typos in this set of minutes which were amended by staff.

Motion 157-3: Alicia Kimberley moved to approve the 156th Council Meeting Minutes as amended. Seconded by Joanna Hodge. Carried.

11. CEO REPORT

Tony Andrews gave an update on key activities and projects since the May 2024 Council meeting. The report offered updates on:

- 2024-26 Strategic Plan;
- PGO AGM and annual report;
- Orientation 2024;
- Risk Management Framework;
- Amendments to PGO Act and regulations;
- Regulating federally employed geoscientists;
- Council meetings outside of Toronto;
- Cybersecurity update;
- Gap analysis of policies and procedures;
- Social media and Mentoring Program updates;
- Updating of staff employment agreements;
- CPD Program and other sources of information for registrants;
- An update on the risk management items to complete before the third-party review.

Discussion:

Council discussed amending 156-4 (council meetings outside of Toronto), to specify that it's a research request to see which location is best for meetings and hotel for next council year but it was decided that the motion was satisfied, and further action wasn't necessary.

It was asked if our cyber security advances were overkill and that it is difficult to access, but it was explained that it's what's necessary for SharePoint and perhaps individuals had incorrect settings in place. It was suggested that if people are having issues with SharePoint, they can connect with staff directly to fix the issue.

There was no further discussion on the CEO report.

Action 157-1: Ryan Weston proposes that staff send an email to the Council after the meeting indicating the new process for booking a hotel (One King West).

12. YTD AUGUST 31 FINANCIAL STATEMENTS & FINANCIAL COMMITTEE UPDATES

Mike Bunn, Treasurer and chair of the Finance Committee, offered a summary of the committee's current activities which included:

- A walk-through of PGO's Profit & Loss Budget vs. Actual January through July 2024, Balance Sheet, Project Planning Horizon (2025-27), Registrant & C of A Dues: Recent Changes And 2025 Scenarios and Balance in Restricted Funds
- A review of year-to-date July 31, 2024 financial statements;
- Consideration of Annual Dues of Registrants and C of As for 2025;
- Difficulty of establishing annual dues before next year's budget has been decided;
- Significant events such as The Independent Third-Party Review (ITPR) and the 25th Anniversary Celebration;
- Holding discussion on replenishing the Strategic Initiative Fund, adding to the Contingency Fund, a Procurement Policy and Auditor Appointment Policy at a 2025 meeting;
- The Finance Committee recommended to Council to raise annual dues for registrants and C of As by 3% for fiscal year 2025, to cover the cost of anticipated operational projects and inflation.

Motion 157-4: Mike Bunn moved to raise annual dues for registrants and CoAs by 3% for fiscal year 2025, to cover the cost of anticipated operational projects and inflation. Seconded by Michel Kearney. Zen Keizars abstained. Carried.

13. RAWP TASK 1.3.8: REVIEWING PGO ACTIVITIES BENEFITING REGISTRANTS

Tony Andrews presented a briefing note on behalf of the Executive Committee, offering recommendations on RAWP Task 1.3.8. This task calls for the establishment of a task force to identify and evaluate potential PGO registrant-supportive activities and evaluate whether or not they should be continued.

Motion 157-5: Mary-Anne Hildebrandt moved to adopt the decisions of the Executive Committee related to RAWP Task 1.3.8, resulting from considerations of PGO activities suspected of benefiting registrants, be approved as presented (or amended) in the Briefing Note on the topic dated September 19, 2024. Seconded by Kelly Bolduc-O'Hare. Carried.

14. REGISTRAR REPORT

PGO's Registrar, Eilidh Lewis, offered a report outlining:

- Overall registration numbers and those by specific groups (full, limited and non-practicing P.Geo.'s, GITs, students, C of A holders) and total new registrants;
- Total application numbers;

- PPE and Technical exam results;
- Updates on new, ongoing and closed complaints;
- Other activities, such as networking and outreach efforts, meeting with the Ontario Fairness Commission (OFC), review of registration guidelines, a Mentoring Program and training new CBA assessors.

The Registrar also presented a briefing note, *New Continued Professional Development (CPD) Program – an introduction*. The purpose of the briefing note was to introduce Council to the proposed new CPD program, for background purposes only, with further details provided at the November council meeting.

Discussion:

- Alignment of CPD program with other jurisdictions, in particular with the Atlantic provinces: efficient, budget and resource friendly.
- Suspension of registrants who do not report CPD hours: to be discussed further before implementation of the new program.
- CPD reporting requirements are communicated to registrants' multiple times, through the renewal process, email blasts, and field notes.
- 30 hours are the common number of hours required: suggested to review PEO's CPD program.
- Potential to change the reporting deadline: to be discussed further with PPC.

15. COMMITTEE APPOINTMENTS

Motion 157-6: Paul Connor moved to appoint Kelly Bolduc-O'Hare as chair of the Governance Committee and Corporate Secretary. Michaela Kuuskman seconded. Kelly Bolduc-O'Hare abstained. Carried.

Motion 157-7: Kelly Bolduc-O'Hare moved to appoint Paul Connor as a non-registrant member on the Executive Committee. Nataliya Tkach seconded. Paul Connor abstains. Carried.

Motion 157-8: Roger Woeller moved that Council approve the appointment of Mike Bunn as Treasurer. Seconded by Mary-Anne Hildebrandt. Carried.

16. COMMITTEE REPORTS

Complaints Committee

- Michaela Kuuskman, co-chair, delivered a summary of the Complaints Committee's recent activities. She outlined two complaints currently being handled, and noted that in June, Complaints Committee members participated in a shared online training course with members of the Discipline Committee.

Discipline Committee

- Tammy Middleton, chair of the Discipline Committee, delivered an update on behalf of the committee. She noted two hearings underway and the new rules document the committee is reviewing, as well as the training session mentioned by Michaela Kuuskman. The Chair asked for a non-registrant councillor to join the committee. There were no immediate volunteers, so Kelly Bolduc-O'Hare volunteered and Council voted to give her the role (Motion 157-9).

Discussion:

It was asked if non-registrant non-councillors could be on the committee. Tammy Middleton explained that the new Terms of Reference do allow for non-registrant non-Councillors, but that two non-registrant councillors are still required. The committee does plan to add non-registrant non-councillors to its roster.

Motion 157-9: Paul Connor moved that Council approve the appointment of Kelly Bolduc-O'Hare as a non-registrant member of the Discipline Committee. Seconded by Ryan Weston. Kelly Bolduc-O'Hare abstained. Carried.

Diversity and Inclusion Committee

- No one was available to deliver the Diversity and Inclusion Committee's update at this meeting. The update focused on a new PGO Demographics, Diversity and Inclusion Survey intended for all registrants, including geoscience students, and C of A holders.

Discussion:

PGO Council invited the consultant to discuss the survey.

Action 157-2: D & I Committee is to invite the consultant to be present for the next Council Meeting (November 2024).

Action 157-3: Council to provide feedback by October 18, 2024, for the D & I Survey. Staff to collate feedback and send it to the chair of the D & I committee.

Governance Committee

- Paul Connor, outgoing Chair of the Governance Committee, delivered a summary of recent events for the committee. He noted that the committee reviewed and approved Briefing Note Template, has begun to review Independent Third-Party Review tender documents has continued to work on *Public Attendance at Council Meetings* and *Discrimination as an Ethical Breach* briefing notes, and that committee

agenda and minute templates will be presented for approval during the November, 2024 meeting.

Motion 157-9: Ryan Weston moved to have PGO Council take note of the new Briefing Note template, and if acceptable, that this be furnished to all Committees for their use going forward. Moved seconded by Zen Keizars. Carried.

Professional Practice Committee

- Alicia Kimberley, chair of the Professional Practice Committee (PPC), delivered a summary of the committee's current activities. She noted that the CPD Guidance document had been compiled and reviewed by PPC, and that a mentoring subgroup had formed to move that project forward. Moving forward, the committee will continue on with an Authentication document, Sustainability Guideline review that is on-going, and a continued review of the ongoing discussions of official languages and professionally sealed documents (through Geoscience Canada). The chair presented its new Continuing Professional Development (CPD) Program Requirements guidelines.

Motion 157-10: Clayton Sereres moved that Council approve the updated CPD guidance document as amended. Joanna Hodge seconded. Carried.

25th Anniversary Planning Committee

- Clayton Sereres, 25th Anniversary Planning Committee chair, delivered a summary of the committee's current activities. He explained how the committee worked closely with Geoscientists Canada to pin down the venue, date and projected budget for the event. He noted that his committee was looking for ways to recoup costs, including looking into sponsorship.

Discussion:

Council discussed if having the event in the Greater Toronto Area would make the event prohibitive to people, and it was explained that hopefully sponsorship would help to make it more accessible. They also discussed having satellite parties in further cities, but it was explained that there would need to be someone on each site to host it, however regional councillors will be in Toronto for the event. It was suggested that the public be informed of the event early to help people work around other obligations. To help those who cannot attend the event feel like a part of it, a series of articles will be released leading up to the event and 25th Anniversary pins for all registrants are being considered.

Motion 157-11: Alicia Kimberley moved to approve the 25th Anniversary Planning Committee's budget request of \$34,565 plus taxes, to secure the hotel and planned activities be drawn from the strategic initiative funds. Second by Kelly Bolduc-O'Hare. Carried.

Committee reports received as written-only in the Council package include:

- Geomorphology Subcommittee
- Geophysics Subcommittee
- Readiness Assessment Working Group

17. GEOSCIENTISTS CANADA

No one from Geoscientists Canada could attend the meeting, so this agenda item was cancelled.

18. BUSINESS II - IN-CAMERA SESSION

Council went for their in-camera portion of the meeting as per By-law No. 1A, s. 3.09 (iv).

Motion 157-12: Mary-Anne moved that the business part of the meeting be adjourned and proceed to in-camera session. Seconded by Ryan Weston. Carried.

The in-camera session commenced at 1:17 p.m.

19. EXITING IN-CAMERA SESSION

The in-camera session was terminated, and the Chair resumed the Council meeting, which included the invited individuals but without staff.

Motion 157-13: Alicia Kimberley motioned to re-open the meeting. Seconded by Michaela Kuuskman. Motion carried.

14. ADJOURNMENT

Motion 157-14: Mary-Anne Hildebrandt motioned to adjourn.

Meeting adjourned at 3:36 p.m.



President

Summary of Motions and Action Items

Motions

Motion 157-4: Mike Bunn moved to raise annual dues for registrants and C of As by 3% for fiscal year 2025, to cover the cost of anticipated operational projects and inflation. Seconded by Michel Kearney. Zen Keizars abstained. Carried.

Motion 157-5: Mary-Anne Hildebrandt moved to adopt the decisions of the Executive Committee related to RAWP Task 1.3.8, resulting from considerations of PGO activities suspected of benefiting registrants, be approved as presented in the Briefing Note on the topic dated September 19, 2024. Seconded by Kelly Bolduc-O'Hare. Carried.

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Actions

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