



MINUTES of COUNCIL MEETING #162

Held in person on the 13th floor at 350 Bay Street, Toronto, Ontario and virtually on Thursday, September 18, 2025 at 9:00 a.m.

Present:	Robert Hearst	-	President/Chair
	Alicia Kimberley	-	Vice President
	Kelly Bolduc O'Hare	-	Non-Registrant Public Appointee
	Michael Bunn	-	Non-Registrant Public Appointee
	Joanna Hodge	-	Councillor-at-Large
	John Hogg	-	Councillor-at-Large
	Michaela Kuuskman	-	North Eastern Regional Councillor
	Michel Kearney	-	South Eastern Regional Councillor
	Cerise Latibeaudiere	-	Non-Registrant Public Appointee
	David Leng	-	Councillor-at-Large
	Trina Maher	-	Non-Registrant Public Appointee
	Angela Mason	-	Councillor-at-Large
	Roger Phillips	-	Central Regional Councillor
	Clayton Sereres	-	South Western Regional Councillor
	Andrew Smith	-	North Western Regional Councillor
	Roger Woeller	-	Lieutenant Governor Appointee
Staff:	Melanie Siewert	-	CEO
	Marilen Miguel	-	Director, Internal/External Affairs
	Carmen Li-Tsang	-	Operations/Administration Coordinator
	Eilidh Lewis	-	Registrar
	Gabrielle Hosein	-	Assistant Registrar
	Kristina Hanson	-	Registration Administrative Assistant
By Invitation:	Ryan Cole	-	Policy Concepts
	David Lu	-	Policy Concepts
	Tammy Middleton	-	Discipline Committee
	Scott McLean	-	Nominations Committee
	Brooke Lanziner	-	Recording Secretary, MinuteTakers Inc.
Regrets:	Paul Connor	-	Non-Registrant Public Appointee

1. **CALL TO ORDER**

Proper notice having been given and there being a quorum present, Robert Hearst called the meeting to order at 9:03 a.m. and presided as Chair.

2. OPENING REMARKS

- (a) *Chair's Opening Remarks* – This being the first duly constituted Council meeting after the Annual General Meeting, the Chair gave the opportunity for all present parties to introduce themselves.
- (b) *Safety Minute* – Andrew Smith delivered a Safety Minute highlighting the importance of applying the same safety standards practiced in professional settings as in personal settings and holding other parties to the same standards.
- (c) *Land Acknowledgement* – Melanie Siewert read out the land acknowledgment.
- (d) *Diversity Minute* – Trina Maher emphasized the significance of the upcoming National Day of Truth and Reconciliation observed annually on September 30th and encouraged members of the PGO community to take the opportunity to reflect and engage in dialogue.
- (e) *Disclosure of Conflict of Interest* – No conflicts of interest were declared.
- (f) *Hybrid Meeting Protocols* – Hybrid meeting protocols were reviewed.
- (g) *Agenda* – The Agenda was reviewed, and the following motion was noted:

Motion #162-1

Motion that the Agenda for the Professional Geoscientists Ontario Council meeting #162 be approved and that the Chair be authorized to revise the order of business as necessary to accommodate the needs of the meeting. Moved by Roger Woeller. Seconded by Clayton Sereres. Carried.

- (h) *Attendance Record* – The Attendance record of the 161st PGO Council meeting was reviewed and noted.

3. APPROVAL OF PREVIOUS MINUTES

The Chair asked for any errors or omissions in the minutes of the Council meeting of May 22, 2025 that were circulated previously for review. Two amendments were agreed upon and are reflected in the final minutes.

Motion #162-2

Motion to approve the minutes of the May 22, 2025 Council meeting #161 as amended. Moved by Kelly Bolduc O'Hare. Seconded by Clayton Sereres. John Hogg, David Leng, Angela Mason, Roger Phillips, and Andrew Smith abstained. Carried.

4. **OUTSTANDING ACTION ITEMS**

Melanie Siewert presented a list of outstanding Council and Executive Action items for information. Council members were encouraged to contact M. Siewert should any queries arise pertaining to the action items following the meeting. The following action items were highlighted for discussion:

4.1 **Outstanding Executive Actions of August 6, 2025**

- (a) *Executive Action #4* – Staff to draft a donations policy for Governance Review prior to presenting the policy to Council for approval. **Outstanding.**
- (b) *Executive Action #6* – The action for a letter of support to the Lieutenant Governor's office regarding the appointment of Karen Chan to PGO Council as a Non-Registrant Lieutenant Governor Appointee (LGA) has been changed. Instead, Ryan Cole of Policy Concepts has provided a verbal communication to the Minister's office on behalf of the Council.

5. **POLICY CONCEPTS**

5.1 **Update** – Ryan Cole provided a brief introduction of the work Policy Concepts does for PGO and presented a report on recent political and regulatory developments affecting PGO and the geoscience profession. Pertinent discussion highlights were noted as follows:

- (a) *Political Landscape and Legislative Activity* – Staff changes at the provincial level and federal infrastructure announcements were noted, including major projects of national importance that may involve geoscientific expertise. The Ontario government remains focused on economic development and interprovincial trade, which is expected to continue shaping the legislative agenda.
- (b) *Labour Mobility Changes* – New provincial rules allow professionals regulated in other Canadian jurisdictions to practice in Ontario with fewer barriers. PGO provided supportive feedback during the consultations. The Ministry of Energy and Mines also proposed regulatory amendments related to temporary registration. PGO responded in support of the intent, while flagging risks and calling for a broader legislative review.
- (c) *Review of the Professional Geoscientists Act (PGA)* – The Minister of Energy and Mines has expressed support for a review of the PGA, with a report back anticipated by early 2026. PGO has met with senior Ministry officials and expects to be consulted regularly. Council was advised that the review presents both opportunities and risks and will require timely and active input from PGO.

- (d) *Ministerial Appointments* – Two Council appointments are expected in the coming months: one registrant and one non-registrant. Council was advised that while PGO may provide recommendations, the Minister may take a more direct role and is not obligated to follow the recommendations.

5.2 **Discussion** – Key points of discussion are noted as follows:

- (a) *Labour Mobility and Temporary Registration* – Council discussed the potential implications of recent labour mobility changes, particularly regarding temporary registration. These changes were introduced broadly across regulatory bodies and driven by the Ministry of Labour. While PGO supports the objectives, further analysis is needed to ensure alignment with internal policies. ***Action #162-1: Registrar to assess how the new temporary registration provisions affect PGO's policies and processes and report back to Council.***
- (b) *Lobbyist Role and Government Perception* – Upon query, it was clarified that Policy Concepts is a registered lobbyist under the Ontario Lobbyists Registration Act. While Policy Concepts is formally registered, their role is consultative and focused on information-sharing rather than direct advocacy.
- (c) *Risks and Ministerial Oversight in Legislative Review* – Council noted potential risks in the broad scope of the PGA review, especially regarding governance and ministry oversight. Minister Lecce is expected to take a more involved role than past ministers, including appointments and policy direction. Council was reminded that while the review is a key opportunity, it may also require agile responses to emerging challenges.
- (d) *Governance Considerations and Third-Party Review* – It was noted that an independent third-party review is scheduled to begin in January 2026, with findings expected by May or June 2026. The review will examine Council structure, public involvement, and overall governance. Consultants will be briefed on PGO's current model and rationale to inform their recommendations.
- (e) *Ministerial Appointments to Council* – Queries arose regarding the process for ministerial appointments, particularly for non-registrant positions. It was noted that while Council may provide recommendations, final appointment decisions rest solely with the Minister.

R. Cole and D. Lu were thanked and exited the meeting at 9:53 a.m.

6. **PRESIDENT AND EXECUTIVE COMMITTEE REPORTS**

Robert Hearst presented the President's report combined with the Executive Committee report, with highlights noted as follows:

- (a) *Appointment of Secretary* – This being the first duly constituted Council meeting following the Annual General Meeting, the Chair requested a motion to appoint a Secretary for the ensuing year.

Motion #162-3

Motion to confirm Kelly Bolduc O’Hare in the role of Secretary for the 2025/2026 Council Term. Moved by Joanna Hodge. Seconded by Alicia Kimberley. Kelly Bolduc O’Hare abstained. Carried.

- (b) *Appointment of Treasurer* – The Chair requested a motion to appoint a Treasurer for the ensuing year.

Motion #162-4

Motion to confirm Michael Bunn in the role of Treasurer for the 2025/2026 Council term. Moved by Clayton Sereres. Seconded by David Leng. Michael Bunn abstained. Carried.

- (c) *Appointment to the Executive Committee* – The following motion was noted:

Motion #162-5

Motion to appoint Paul Connor to the Executive Committee as the Non-Registrant Council representative for the 2025/2026 Council term. Moved by Kelly Bolduc O’Hare. Seconded by Roger Woeller. Carried.

- (d) *Chair of the Registration Committee* – The Registration Committee has recommended that Council approve the appointment of Ali Rasoul as the Chair of the Registration Committee.

Motion #162-6

Motion to approve Ali Rasoul as incoming Chair of the Registration Committee. Moved by Roger Phillips. Seconded by Alicia Kimberley. Carried.

- (e) *Chair of the Discipline Committee* – The Discipline Committee has recommended that Council approve the appointment of Albanie Douglas as the Chair of the Discipline Committee.

Motion #162-7

Motion to appoint Albanie Douglas, P.Geo., as the Chair of the Discipline Committee for the period of September 2025 to September 2027. Moved by Kelly Bolduc O’Hare. Seconded by Andrew Smith. Carried.

- (f) *Discipline Committee* – It was noted that the Discipline Committee is short on volunteers. **Action #162-2: Council to appoint two non-registrant Councillors to the Discipline Committee for two-year terms. Action #162-3: Staff to put a callout in Field Notes for volunteers for the Discipline**

Committee.

7. **TREASURER'S REPORT**

Michael Bunn provided an overview of the unaudited financial statements for the month ended July 31, 2025. M. Bunn reported that the organization remains in a strong cash position, with current assets ahead of the previous year and stable liabilities. Revenues were slightly ahead of budget; expenses were marginally higher, largely due to temporary increases in professional fees offset by savings in salaries and benefits. A modest operating surplus was reported.

8. **CEO REPORT**

Melanie Siewert presented the CEO report with key highlights noted as follows:

- (a) *Strategic Plan Alignment* – The report highlighted existing strategic priorities including governance; professional standards; equity, diversity, and inclusion (EDI); climate risk; communication; and risk management. Council was reminded that the current strategic plan concludes in 2026, with early planning for the next iteration to begin in mid-2026.
- (b) *Third-Party Governance Review* – The independent review by Cosgrove & Co. is scheduled to begin in January 2026, with findings expected mid-2026.
- (c) *Office Relocation* – A new office lease is in place and renovations are underway; however, asbestos was discovered on-site, causing delays. A swing space has been identified in case the main site is not ready in time. A query arose regarding whether costs related to delays may be recoverable from the landlord.
- (d) *Cybersecurity* – Following a recent IT audit, the CEO intends to proceed with a proposed three-year contract with Canon Supra IT to address identified risks. The contract terms will be reviewed with the Executive Committee and Treasurer.
- (e) *Website and Database Modernization* – A request for proposal has been prepared for a website redesign that meets accessibility standards. PGO is also exploring a long-term transition away from its current registrant database provider. Cost estimates for a new database are in the range of \$200,000.
- (f) *Council Orientation and Training* – Recent Council onboarding included updated policies on conduct and confidentiality and a mandatory Harassment and Violence Prevention course. Compliance reminders will be sent to councillors with training outstanding.
- (g) *Staff Performance Appraisal* – A revamped performance

appraisal process will be implemented for staff in fall 2025. The updated employee manual is under review and will be brought to Council in November 2025.

- (h) *Budgeting* – Council was advised that several 2025 budget items, including the office relocation and CEO transition, may exceed current allocations and require restricted fund withdrawals, upon Council approval. A 2026 draft budget will be brought to Council in November 2025.
- (i) *Legal and Professional Fees* – Spending for legal fees and professional fees is currently over budget, largely due to more and more complex complaints and discipline cases, CEO transition costs and Human Resources matters. Council discussed financial implications and the importance of aligning future budget timelines with decisions pertaining to annual dues increases.
- (j) *Government Relations and Advocacy* – A summary on legislative engagement was provided, with emphasis on the upcoming PGA review and inclusion in external consultations. Council discussed opportunities to ensure geoscientists are represented in municipal initiatives.

9. **REGISTRAR REPORT**

Eilidh Lewis provided a written report in the meeting package for Council review. A key item for discussion was the increase to the annual dues, with highlights noted as follows:

- (a) *Background Information* – E. Lewis provided some background on the history of annual dues increases. Dues were held flat between 2013 and 2022. At the September 2022 meeting, Council passed a motion to begin assessing dues increases annually each September to allow for implementation ahead of the October 31st renewal process. Increases were implemented in 2023 with no fixed percentage, in 2024 at a 4%, and in 2025 at 3%.
- (b) *Dues in Other Jurisdictions* – Dues across other jurisdictions were presented for comparison, showing that PGO remains mid-range nationally, with Geoscientist-in-Training (GIT) dues still significantly lower than those of other provinces.
- (c) *Proposed Increase for 2026* – Staff recommended a 6% increase for the 2026 registration year. Alternative options of 4%, 5%, 8%, and 10% increases were also presented, with estimated revenue impacts.
- (d) *Approval* – Upon discussion, a motion to approve the 6% increase was tabled. An amendment to increase the dues by 4% was brought forward and carried, replacing the original motion.

Motion #162-8

Motion for the Registrar to implement the increase in annual dues by 4%, as approved by Council, for the 2026 period. Moved by Alicia Kimberley. Seconded by John Hogg. Carried.

10. **COMMITTEE REPORTS**

10.1 **Registration Committee** – Roger Phillips provided a brief verbal report on behalf of the Registration Committee. Highlights are noted as follows:

- (a) *Chair of the Committee* – As approved earlier in the meeting, Vice Chair Ali Rasoul is expected to assume the Chair position at the next Committee meeting, and Leon Burger has put their name forward as the incoming Vice Chair.
- (b) *Subdiscipline Representation* – Council was reminded of the ongoing need for additional committee representation in the subdisciplines of hard rock and mining geology and geophysics.
- (c) *Meeting Minutes* – While the Registration Committee does not typically produce written minutes, discussions are underway regarding potential changes to this practice as part of forthcoming updates to the Terms of Reference.
- (d) *Recommendation to the CEO* – The following action was put forth as a recommendation: ***Action #162-4: CEO to confirm with Registrar team staff the required capacity and operational needs to accommodate forthcoming updates to Registration Committee Terms of Reference, including with respect to documenting and storing meeting minutes with due privacy considerations, in addition to the current convention of video recordings for virtual meetings.***

10.2 **Complaints Committee** – The written report from the Complaints Committee was presented for review. A high volume of complaints was noted, prompting brief discussion. Upon query regarding the nature of the complaints, a mix of personal and practice-related concerns were noted.

10.3 **Enforcement and Compliance (E & C) Committee** – Roger Woeller provided a verbal update summarizing the recent work of the E & C Committee. Three areas of focus were highlighted as follows: (1) registration compliance among federal employees practicing geoscience, (2) the ongoing web crawler project, and (3) concerns regarding unsupervised or questionable geophysics practice in certain areas. Pertinent discussion highlights were noted as follows:

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- (a) *Meeting Materials* – Two documents were included in the meeting package for review under the E & C Committee presentation: a Geoscientists Canada position statement and a draft letter intended for submission to the Standing Committee on National Defence. The letter relates to a federal study of contaminated sites and highlights the lack of consistent professional registration among individuals conducting geoscientific work in the public sector, particularly at the federal level.
- (b) *Draft Letter Review* – Council discussed the intent and tone of the letter, broader implications for public safety and regulatory consistency, and whether further consultation with the provincial government should occur prior to submission.
- (c) *Intention of the Letter* – While the letter is not confrontational, it is intended to formally articulate concerns and assert the need for greater oversight and professional accountability in geoscientific work conducted under government contracts or supervision. It was noted that this is in alignment with ongoing PGA legislative review efforts.
- (d) *Next Steps* – The Committee will finalize edits to the letter in consultation with staff and pursue appropriate engagement with the provincial ministry prior to letter submission. ***Action #162-5: E & C Committee Chair and staff to finalize and revise the draft letter to the Standing Committee on National Defence, adjusting tone and content based on Council feedback. Action #162-6: CEO to initiate pre-consultation with the relevant provincial ministry to discuss the issues raised and appropriate next steps prior to issuing the letter.***
- 10.4 **Nominations Committee** – Scott McLean presented the Nominations Committee report reviewing three current vacancies on Council and eligible candidates. Pertinent discussion highlights were noted as follows:
- (a) *Appointment of Past President* – It was noted that if the Past President position becomes vacant, it is to be filled by the most recent former Past President. However, as the most recent former Past President has declined the opportunity, Council may appoint an individual from the former slate of past presidents, provided they are still practising. Two candidates were reviewed, alongside their eligibility and previous experience on Council. Although both candidates are very qualified, the Nominations Committee has recommended appointing Tony Lotimer, noting that Tony has had less time on Council, responded to the request for interest first and has expressed a strong willingness to serve in this role. ***Action #162-7: S. McLean to inform T. Lotimer and the second candidate of T. Lotimer's appointment to PGO Council as Past President for the ensuing year following the 2026 AGM.***

Motion #162-9

Motion to appoint Tony Lotimer as Past President for the ensuing year commencing immediately following the 2026 Annual General Meeting (AGM). Moved by John Hogg. Seconded by Roger Woeller. Carried.

- (b) *Non-Registrant LGA Position* – One candidate was reviewed for the position. It has been communicated to the Ministry of Energy and Mines that PGO Council would like this individual to be appointed to the Non-Registrant LGA Council position.
- (c) *Registrant LGA Position* – Two candidates were reviewed, alongside their eligibility and qualifications for the position. The Nominations Committee recommends that both candidates be offered for the position. It was noted that the current LGA Registrant Appointee, R. Woeller, has indicated willingness to step down early to support the appointment process, though no decision was made. **Action #162-8: Council to have Policy Concepts verbally recommend the two candidates vetted by the Nominations Committee to the Ministry of Energy and Mines for the Registrant LGA position.**
- (d) *Nominations Committee Members* – As there are only two members on the Nominations Committee, they are seeking another member to join. **Action #162-9: Staff to support the recruitment of Nominations Committee candidates.**
- (e) *LGA Candidate Calibre* – It was raised that, as all candidates for the above positions are of high calibre, should they not be appointed to Council by the government, the Council may consider offering them positions within committees. **Action #162-10: Council to consider offering LGA candidates not appointed to Council by the government positions within committees.**

S. McLean was thanked and disconnected from the meeting at 12:55 p.m.

- 10.5 **Discipline Committee** – Tammy Middleton presented a report on behalf of the Discipline Committee, with highlights noted as follows:
- (a) *Current Activity* – Two cases are underway, with one nearing resolution.
 - (b) *Vice Chair Position* – The Discipline Committee is seeking a Vice Chair and additional members, particularly those willing to support administrative tasks. While there are currently enough members to sit on panels, additional support is needed for operational continuity.

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- (c) *Annual Training* – Plans for annual Discipline Committee training are underway, ideally to be held jointly with the Complaints Committee. The training is tentatively scheduled for November 2025 and will likely be facilitated by legal counsel. **Action #162-11: T. Middleton to work with the CEO to follow the appropriate authorization process for securing external resources for upcoming Discipline Committee training.**
- (d) *Non-Registrant Participation* – It was clarified that the Discipline Committee aims to maintain two non-registrant Councillors as members for panel composition and statutory compliance. The current non-registrant members' terms conclude at the end of the year and succession planning is underway to identify new appointees. Participation in the upcoming training session may be a useful orientation step for prospective members.

T. Middleton was thanked and disconnected from the meeting at 1:04 p.m.

10.6 **Governance Committee** – Kelly Bolduc O'Hare presented a report on behalf of the Governance Committee, with several items of business noted as follows:

- (a) *PGO Privacy Policy* – A revised Privacy Policy was presented for Council approval. It was noted that the revisions were developed to align with the updated mentoring program and the potential use of artificial intelligence (AI). Council discussed elements related to data security, liability disclaimers, evolving use of AI, and inclusion of references to Canadian law and best practices. Concerns arose regarding AI usage, the absence of an existing internal governance framework, and transparency in the event of future use. The policy was acknowledged as a forward-looking document subject to further evolution.

Motion #162-10

Motion to approve the PGO Privacy Policy as presented to Council at the September 2025 meeting. Moved by Angela Mason. Seconded by Trina Maher. Carried.

- (b) *Updated Conflict of Interest Form* – Council was requested to consider updates to the Conflict-of-Interest form used by the Complaint Committee and Discipline Committee. The updates aimed to clarify expectations around potential conflicts, particularly in cases of indirect relationships or widely known incidents. After extensive discussion, Council agreed to amend the draft by moving all bullet points under point no. 1 to point no. 2 and removing point no. 1 in its entirety, thereby streamlining the disclosure process.

Motion #162-11

Motion to approve the updated Conflict of Interest form for the Complaints and Discipline Committees as presented to Council at the September 2025 meeting, as amended. Moved by Alicia Kimberley. Seconded by David Leng. Carried.

- (c) *Addition to Governance Style (GP3)* – Council reviewed a proposed amendment to Governance Policy GP3 to add explicit reference to zero tolerance of workplace harassment, violence, or bullying. The change is intended to reinforce the expectations outlined in the Code of Conduct (GP7), which references GP3.

Motion #162-12

Motion to approve the addition of the verbiage “have zero tolerance of any workplace harassment, violence or bullying” as new point 4. i) in GP3 (Governance Style). Moved by Angela Mason. Seconded by Andrew Smith. Carried.

- (d) *Procurement Policy Integration into Executive Limitations* – The Governance Committee recommended that the previously approved Procurement Policy be incorporated into the Executive Limitations section of the Governance Manual. Council discussed eliminating outdated content and aligning remaining points with current procurement practices.

Motion #162-13

Motion to approve that the Procurement Policy previously approved by Council be added to Executive Limitations Policies EL5 and that points 5 to 10 of EL6 be updated to incorporate the Procurement Policy as presented to Council at the September 2025 meeting. Moved by Michael Bunn. Seconded by Andrew Smith. Carried.

- (e) *Governance Manual Updates* – The following recommended action was put forth on behalf of the Governance Committee: ***Action #162-12: CEO to designate a staff member to update the Governance Manual with changes or additions when approved by Council or the Committee as required and report the completion to the Governance Chair. Council authorizes Staff to make such stylistic and technical changes as may be required.***
- (f) *Governance Committee Membership* – The Governance Committee is currently seeking additional volunteers to fill two vacancies following recent departures. Interested members were invited to contact the Chair or CEO.

- 10.7 **PGA Amendments Working Group** – Roger Phillips provided a summary of the briefing note and background on the PGA legislative review process. Pertinent discussion highlights were noted as follows:
- (a) *Overview and Context* – While Council first established the PGA Amendments *Ad Hoc* Committee in 2019 to support engagement with the Ministry, the process has taken significantly longer than anticipated. With recent signals that the Ministry is moving forward with a formal legislative review, Council is being asked to establish a formal standing committee to support this work.
 - (b) *Ministry Submission* – The Ministry is preparing a submission to the Cabinet’s Legislative Subcommittee outlining possible review scopes, a communications and accountability plan, and resource needs. Once approved, the Ministry will expect ongoing and timely input from PGO.
 - (c) *Priorities* – Several long-standing priorities, such as amending the definition of geoscience practice, clarifying reserved titles, and introducing injunctive authority, are back on the table for possible inclusion in legislative changes.
 - (d) *Formation of the Committee* – Council was requested to formally establish a standing committee, and general agreement was expressed.

Motion #162-14

Motion to form the PGA Legislative Review Committee as a standing committee. Moved by Alicia Kimberley. Seconded by John Hogg. Carried.

- (e) *Committee Composition and Terms of Reference (TOR)* – The draft TOR were reviewed. R. Phillips explained that the proposed composition of PGA Legislative Review Committee was drawn from how the previous *ad hoc* group functioned, as well as conversations with the interim CEO and Governance Committee. Discussion ensued, and concerns were raised regarding the small size of the Committee. It was suggested to follow a two-tier approach, with a small, committed core group for rapid response and quorum and a broader pool of advisory members for technical input as needed. It was agreed that the Governance Committee and the newly formed PGA Legislative Review Committee would work together to revise the TOR for approval at the November 2025 Council meeting. ***Action #162-13: Governance Committee and PGA Legislative Review Committee to review the Terms of Reference for approval at the November 2025 Council meeting.***

- (f) *Committee Chair Appointment* – The following motion was noted:

Motion #162-15

Motion to appoint Roger Phillips as chair of the PGA Legislative Review Committee. Moved by Kelly Bolduc O’Hare. Seconded by Angela Mason. Carried.

- (g) *Ministry Engagement and Ongoing Support* – It was noted that continued engagement with the Ministry would be critical in the coming months and that Policy Concepts would continue to support the file. ***Action #162-14: CEO to continue facilitating Ministry engagement via the PGO President and the PGA Legislative Review Committee, with support from Policy Concepts.***

- 10.8 **25th Anniversary Planning Committee** – Clayton Sereres reported on the 25th Anniversary event, with highlights noted as follows:

- (a) *Event Review* – The event was a success, and positive feedback has been received. The event remained under budget, came close to hitting the target attendance, and provided lessons for future event planning. ***Action #162-15: CEO to recommend PGO staff to compile a list of journals, magazines, and professional newsletters to further showcase the six educational articles to boost PGO public awareness.***

Motion #162-16

Motion to stand down the 25th Anniversary Planning Committee. Moved by Roger Woeller. Seconded by Joanna Hodge. Carried.

- 10.9 **CEO Search Working Group** – Alicia Kimberley requested a motion on behalf of the CEO Search Working Group, which was noted as follows:

Motion #162-17

Motion to stand down the CEO Search Working Group. Moved by Kelly Bolduc O’Hare. Seconded by Trina Maher. Carried.

- 10.10 **Risk Management Working Group** – Eilidh Lewis explained that a Terms of Reference (TOR) has been created for the Risk Management Working Group. ***Action #162-16: Council (or Registrar) to appoint committee members to the Risk Management Committee as per the Terms of Reference.***

i) **Motion #162-18**

Motion to form the Risk Management Committee as a standing committee. Moved by Roger Phillips. Seconded by Roger Woeller. Carried.

ii) **Motion #162-19**

Motion to approve the Terms of Reference for the Risk Management Committee as provided in the September 18, 2025 Council meeting

package. Moved by Joanna Hodge. Seconded by David Leng. Carried.

11. **WRITTEN COMMITTEE REPORTS**

The written committee reports from the following committees were provided in the Council meeting package for information:

- *Complaints Committee*
- *Professional Practice Committee*
- *Geology Subcommittee*
- *Geomorphology Subcommittee*
- *Geophysics Subcommittee*

12. **DATE OF NEXT MEETING**

The next regular meeting of the Board will be held on Thursday, November 20, 2025 at 9:00 a.m.

13. **ADJOURNMENT FOR CLOSED SESSION**

The Chair requested a motion to adjourn the regular portion of the meeting and move to confidential matters.

Motion #162-20

Motion to close discussion to include only Council and PGO CEO, in accordance with Section 3.09 (d) (v) of By-Law 1A. Moved by Kelly Bolduc O'Hare. Seconded by John Hogg. Carried.

The regular portion of the meeting adjourned at 2:43 p.m. for a closed session. Motion at 3:21 p.m. to end the closed portion of the meeting. Moved by John Hogg. Seconded by David Leng.

An in-camera session was then held including only Council.

14. **ADJOURNMENT FOR IN CAMERA SESSION**

The *In Camera* session of the meeting was adjourned and the 162nd Council Meeting closed at 3:49 p.m.



President

Date: November 21, 2025

Date: _____

SUMMARY OF MOTIONS AND ACTIONS

MOTIONS

Motion #162-1

Motion that the Agenda for the Professional Geoscientists Ontario Council meeting #162 be approved and that the Chair be authorized to revise the order of business as necessary to accommodate the needs of the meeting. Moved by Roger Woeller. Seconded by Clayton Sereres. Carried.

Motion #162-2

Motion to approve the minutes of the May 22, 2025 Council meeting #161 as amended. Moved by Kelly Bolduc O'Hare. Seconded by Clayton Sereres. John Hogg, David Leng, Angela Mason, Roger Phillips, and Andrew Smith abstained. Carried.

Motion #162-3

Motion to confirm Kelly Bolduc O'Hare in the role of Secretary for the 2025/2026 Council Term. Moved by Joanna Hodge. Seconded by Alicia Kimberley. Kelly Bolduc O'Hare abstained. Carried.

Motion #162-4

Motion to confirm Michael Bunn in the role of Treasurer for the 2025/2026 Council term. Moved by Clayton Sereres. Seconded by David Leng. Michael Bunn abstained. Carried.

Motion #162-5

Motion to appoint Paul Connor to the Executive Committee as the Non-Registrant Council representative for the 2025/2026 Council term. Moved by Kelly Bolduc O'Hare. Seconded by Roger Woeller. Carried.

Motion #162-6

Motion to approve Ali Rasoul as incoming Chair of the Registration Committee. Moved by Roger Phillips. Seconded by Alicia Kimberley. Carried.

Motion #162-7

Motion to appoint Albanie Douglas, P.Geo., as the Chair of the Discipline Committee for the period of September 2025 to September 2027. Moved by Kelly Bolduc O'Hare. Seconded by Andrew Smith. Carried.

Motion #162-8

Motion for the Registrar to implement the increase in annual dues by 4%, as approved by Council, for the 2026 period. Moved by Alicia Kimberley. Seconded by John Hogg. Carried.

Motion #162-9

Motion to appoint Tony Lotimer as Past President for the ensuing year commencing immediately following the 2026 Annual General Meeting (AGM). Moved by John Hogg. Seconded by Roger Woeller. Carried.

Motion #162-10

Motion to approve the PGO Privacy Policy as presented to Council at the September 2025 meeting. Moved by Angela Mason. Seconded by Trina Maher. Carried.

Motion #162-11

Motion to approve the updated Conflict of Interest form for the Complaints and Discipline Committees as presented to Council at the September 2025 meeting, as amended. Moved by Alicia Kimberley. Seconded by David Leng. Carried.

Motion #162-12

Motion to approve the addition of the verbiage “have zero tolerance of any workplace harassment, violence or bullying” as new point 4. i) in GP3 (Governance Style). Moved by Angela Mason. Seconded by Andrew Smith. Carried.

Motion #162-13

Motion to approve that the Procurement Policy previously approved by Council be added to Executive Limitations Policies EL5 and that points 5 to 10 of EL6 be updated to incorporate the Procurement Policy as presented to Council at the September 2025 meeting. Moved by Michael Bunn. Seconded by Andrew Smith. Carried.

Motion #162-14

Motion to form the PGA Legislative Review Committee as a standing committee. Moved by Alicia Kimberley. Seconded by John Hogg. Carried.

Motion #162-15

Motion to appoint Roger Phillips as chair of the PGA Legislative Review Committee. Moved by Kelly Bolduc O’Hare. Seconded by Angela Mason. Carried.

Motion #162-16

Motion to stand down the 25th Anniversary Planning Committee. Moved by Roger Woeller. Seconded by Joanna Hodge. Carried.

Motion #162-17

Motion to stand down the CEO Search Working Group. Moved by Kelly Bolduc O'Hare. Seconded by Trina Maher. Carried.

Motion #162-18

Motion to form the Risk Management Committee as a standing committee. Moved by Roger Phillips. Seconded by Roger Woeller. Carried.

Motion #162-19

Motion to approve the Terms of Reference for the Risk Management Committee as provided in the September 18, 2025 Council meeting package. Moved by Joanna Hodge. Seconded by David Leng. Carried.

Motion #162-20

Motion to close discussion to include only Council and PGO CEO, in accordance with Section 3.09 (d) (v) of By-Law 1A. Moved by Kelly Bolduc O'Hare. Seconded by John Hogg. Carried.

ACTIONS

Action #162-1: Registrar to assess how the new temporary registration provisions affect PGO's policies and processes and report back to Council.

Action #162-2: Council to appoint two non-registrant Councillors to the Discipline Committee for two-year terms.

Action #162-3: Staff to put a callout in Field Notes for volunteers for the Discipline Committee.

Action #162-4: CEO to confirm with Registrar team staff the required capacity and operational needs to accommodate forthcoming updates to Registration Committee Terms of Reference, including with respect to documenting and storing meeting minutes with due privacy considerations, in addition to the current convention of video recordings for virtual meetings.

Action #162-5: E & C Committee Chair and staff to finalize and revise the draft letter to the Standing Committee on National Defence, adjusting tone and content based on Council feedback.

Action #162-6: CEO to initiate pre-consultation with the relevant provincial ministry to discuss the issues raised and appropriate next steps prior to issuing the letter.

Action #162-7: S. McLean to inform T. Lotimer and the second candidate of T. Lotimer's appointment to PGO Council as Past President for the ensuing year following the 2026 AGM.

Action #162-8: Council to have Policy Concepts verbally recommend the two candidates vetted by the Nominations Committee to the Ministry of Energy and Mines for the Registrant LGA position.

Action #162-9: Staff to support the recruitment of Nominations Committee candidates.

Action #162-10: Council to consider offering LGA candidates not appointed to Council by the government positions within committees.

Action #162-11: T. Middleton to work with the CEO to follow the appropriate authorization process for securing external resources for upcoming Discipline Committee training.

Action #162-12: CEO to designate a staff member to update the Governance Manual with changes or additions when approved by Council or the Committee as required, and report the completion to the Governance Chair. Council authorizes Staff to make such stylistic and technical changes as may be required.

Action #162-13: Governance Committee and PGA Legislative Review Committee to review the Terms of Reference for approval at the November 2025 Council meeting.

Action #162-14: CEO to continue facilitating Ministry engagement via the PGO President and the PGA Legislative Review Committee, with support from Policy Concepts.

Action #162-15: CEO to recommend PGO staff to compile a list of journals, magazines, and professional newsletters to further showcase the six educational articles to boost PGO public awareness.

Action #162-16: Council (or Registrar) to appoint committee members to the Risk Management Committee as per the Terms of Reference.