

Minutes of a meeting of the Council of Engineers Geoscientists Manitoba held online and at 870 Pembina Hwy, Winnipeg, MB on Thursday, December 12, 2024.

PRESENT: David Amorim presiding; Kathryn Atamanchuk; Steve Brennan; Kaitlin Fritz; Mike Houvardas; Carol Martiniuk; Crystal Paculan; Alan Pollard; Justin Rempel; Julia Singh; Lisa Thomson; Shipra Verma; Kyle Ward; Steven Wu

ALSO PRESENT: Doug Bell; Rob DeRooy; Michael Gregoire; Fiona Hillier; Angela Moore; Michelle Nicolas; Jitendra Paliwal; Cella Rousseau; Antonio Ruales; Scott Sarna; Lisa Stepnuk; Ian Wiebe; Anjanette Zielinski

REGRETS: Christina McDonald

24.08.1 CALL TO ORDER

President Amorim called the meeting to order at 12:30 p.m.

24.08.2 TRADITIONAL TERRITORIES ACKNOWLEDGEMENT

President Amorim read the statement acknowledging the traditional lands on which Engineers Geoscientists Manitoba sits and to recognize Engineers Geoscientists Manitoba's commitment to Indigenous peoples and communities.

24.08.3 INTRODUCTIONS

President Amorim welcomed councillors, staff, and observers to the December Council meeting.

24.08.4 ADOPTION OF AGENDA

President Amorim asked if there were any changes or additions to the agenda. Hearing none, the agenda was adopted as presented.

24.08.5 CONFLICT OF INTEREST DECLARATION

President Amorim asked if anyone had a conflict of interest to declare on any item on the agenda. Hearing none, Council was reminded that a conflict of interest could be declared at any time, for any item, on the agenda.

OWNERSHIP LINKAGE

24.08.6 01. OWNERSHIP LINKAGE PRESENTATION – MICHELLE NICOLAS, P.GEO., FGC, CHIEF GEOLOGIST, SEDIMENTARY GEOSCIENCE, MANITOBA GEOLOGICAL SURVEY

President Amorim welcomed Michelle Nicolas to the Council meeting.

Michelle's presentation on Manitoba's Critical Mineral Strategy 2024 began with an explanation of critical minerals and a review of the Canadian critical mineral list, highlighting the new additions for 2024: silicon metal, high-purity iron ore, and phosphorus. She discussed how various countries and jurisdictions develop critical mineral strategies to guide decision-making and investment. Michelle also highlighted Manitoba's significant role in the mineral industry, noting that the province is home to 30 critical minerals from Canada's list, 45 from the USA list, and 24 from the EU list. She then outlined the five pillars of the 2024 strategy: accelerating critical mineral development, building secure and transparent supply chains, promoting Indigenous partnerships and economic reconciliation, creating more family-supporting jobs locally, and encouraging responsible mining that respects the environment.

The floor was opened to questions and comments. Following this, President Amorim thanked Michelle Nicolas for her presentation.

REPORTS TO COUNCIL

24.08.7 B1. CHAIR'S REPORT - PRESIDENT DAVID AMORIM, P.ENG.

President Amorim spoke to the highlights in his report, which included the Strategic Planning RFP that was issued to five firms with a closing date of January 3rd, and the Council Winter Dinner and Retreat tentatively scheduled for February 7th/8th.

24.08.8 B2. CEO'S REPORT – MICHAEL GREGOIRE, P.ENG., FEC

Michael Gregoire spoke to the key pieces in his report, which included the success of the 2024 Ingenium conference, the anniversary of the Polytechnique Massacre on December 6, 1989, and the introduction of the new Director of Professional Standards, Antonio Ruales, P.Eng.

He reviewed the highlights in the Act Change Report, the updates to the Governance Scorecard and the progress being done to date by the Manual of Admissions Task Group.

24.08.9 B3. ENGINEERS CANADA DIRECTOR'S REPORT

Jitendra Paliwal addressed the key points in his report, including the Finance Audit and Risk (FAR) Committee's budget presentation at the Engineers Canada meeting on December 9th, as well as the committee's upcoming meeting to review the 2024 audit plan and financial and investment performance reports.

24.08.10 B4. GEOSCIENTISTS CANADA DIRECTOR'S REPORT

Doug Bell summarized his report, highlighting the CCCESD Annual meeting topics: ethics in university core curriculum, and professor licensure. He also commented on the draft Position Statement on climate risk for Board review and the recent geoscience outreach and awareness activities.

24.08.11 B5. PUBLIC INTEREST REVIEW COMMITTEE REPORT

President Amorim provided context regarding the Council's request for a report from the Public Interest Review Committee (PIRC). He addressed the report, which outlined the current challenges faced by the committee and the recommendations Council should consider in determining the committee's future.

President Amorim noted that a resolution regarding the future of PIRC will be brought forward at the January Council meeting.

24.08.12 B6. GOVERNANCE COMMITTEE REPORT

Michael Gregoire provided a verbal report on the activities of the Governance Committee, noting that at their last meeting they reviewed the proposed changes to the Registration Committee terms of reference and the HR Committee terms of reference.

CONSENT AGENDA

24.08.13 C1. MINUTES OF THE COUNCIL MEETING NOVEMBER 14, 2024

C2. MINUTES OF THE IN CAMERA SESSION OF NOVEMBER 14, 2024

By placement on the consent agenda, council has pre-approved these items with the approval of the agenda at the beginning of the meeting.

COUNCIL EDUCATION

24.08.14 D1. EVALUATION OF THE PREVIOUS COUNCIL MEETING

President Amorim briefly reviewed the comments from the November meeting.

At 2:13 p.m. Council took a break

At 2:20 p.m. Councillor Rempel left the meeting

At 2:22 p.m. Council returned from break

24.08.15 D2. STRATEGIC THINKING AND PLANNING SESSION – GOVERNANCE SOLUTIONS INC.

President Amorim welcomed Rob DeRooy from Governance Solutions Inc. to the meeting.

In his presentation on Strategic Thinking and Planning, Rob outlined the components of a strategic plan, including vision and mission, goals, objectives and milestones, strategies and actions, measures, and values. He also discussed the steps for developing and operationalizing the plan.

At 3:43 p.m. Councillor Verma left the meeting.

At 3:44 p.m. Council took a break

At 3:52 p.m. Council returned from break

GOVERNANCE

24.08.16 G1. COFA INSURANCE REQUIREMENTS

Deferred to January 30, 2024 Council meeting.

24.08.17 G2. CHAPTER TASK GROUP

Deferred to January 30, 2024 Council meeting.

24.08.18 G3. INVESTIGATION COMMITTEE – INTERVIEW PANEL

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated December 12, 2024.

MOTION:

It was MOVED by Alan Pollard and SECONDED that Council appoints Carol Martiniuk to participate on the interview panel to fill the vacancy on the Investigation Committee.

CARRIED

24.08.19 G4. REGISTRATION COMMITTEE – REVISED TOR

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated December 12, 2024.

MOTION:

It was MOVED by Kaitlin Fritz and SECONDED that Council approves that the following revisions be made to GP-8.9,

- 2.1.1 In a timely manner, consider ~~registration~~ and decide upon applications for certificates of registration for members, temporary licences, specified scope of practice licences and enrolment as engineering interns or geoscience interns, or licensure based on information provided by the Registrar/CEO or his/her delegate or any committee formed by the Registrar/CEO to aid in the registration process.
- 2.1.2 ~~Conduct hearings on appeals~~ Consider applicant requests for reconsideration against decisions taken by the Registrar/CEO's, ~~any of his/her~~ staff, or any committee formed by the Registrar/CEO to aid in the registration process. The Registrar/CEO or his/her delegate will be present at all appeals during the review. Results of the ~~appeal~~ Registration Committee's review will be communicated directly to the Registrar/CEO.
- 3.1 Council will appoint at least ~~one~~ two lay members.
- 3.3 The Registration Committee will have an appropriate number of members that allows for and ensures the committee's required business is addressed in a timely manner.

- 3.4. In addition to a Committee Chair recommended by the Registration Committee to Council, a Vice-Chair will be selected by the Registration Committee to act as the Chair in the Chair's absence.
- 4.1 The term for committee members is 2 years, renewable twice. A member may serve to a maximum of 6 years. A member's term may be extended beyond the maximum term length at the discretion of Council to ensure adequate discipline expertise on the committee.

President Amorim opened the floor for discussion.

Michael explained that the primary reason for revising the committee's terms of reference was to eliminate the appeal function, in accordance with the Act Amendments from November 2023.

Council deliberated on the proposed revision to increase the number of lay members from one to two, as well as the overall composition of the Registration Committee, including the minimum number of members and the types of members.

Friendly amendment to the motion:

It was MOVED by Kaitlin Fritz and SECONDED that Council send the terms of reference back to the Registration Committee seeking further details to committee composition, specific to type of membership.

Hearing no objections, the motion was amended.

President Amorim called the question on the amended motion.

CARRIED

24.08.20

G5. HUMAN RESOURCES COMMITTEE – REVISED TOR

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated December 12, 2024.

MOTION:

It was MOVED by Carol Martiniuk and SECONDED that Council approves that the following revisions be made to GP-8.14,

- 1.1 Define and manage the CEO employment relationship. This includes, but is not limited to, establishing the process of setting the goals/objectives, annual performance evaluation, job description, and succession planning.
- 1.2 Review, report, and make recommendations to Council the CEO regarding HR policies-and-compensation.
- 1.3 Review, report, and make recommendations to Council regarding the CEO compensation process (base, bonus, benchmark).

- 1.4 Receive and review reports from the CEO **annually** regarding the selection, performance management, and succession planning of senior executives.
- 1.5 **Assess Identify** HR related risks and provide recommendations to Council.
- 2.1 **Subject to Council approval, development of** a Human Resources policy document ~~subject to Council approval including policies for handling~~ **related to** whistle-blower and harassment complaints.
- 2.2 Development **and implementation** of a process for annual goal/objective setting and performance review and compensation evaluation of the CEO. The process developed must be approved by Council.
- 2.3 Development **and implementation** of a process for succession planning of the CEO. The process developed must be approved by Council.

CARRIED

24.08.21 G6. ACEC-MB COUNCIL LIAISON

Council referred to a Decision Background memo from President Amorim, dated December 12, 2024.

MOTION:

It was MOVED by Steve Brennan and SECONDED that Council appoints Mike Houvardas for the position of ACEC-MB Council Liaison for the 2024-2025 Council year.

CARRIED

24.08.22 G7. SCOPE OF PRACTICE GUIDELINES

Council referred to a Decision Background memo from President Amorim, dated December 12, 2024.

MOTION:

It was MOVED by David Amorim and SECONDED that Council creates a Practice Guidelines Task Group to holistically review the Association's development and maintenance of Practice Guidelines, Practice Notes, and Practice Bulletins and Advisories.

President Amorim opened the floor for discussion.

Michael explained the difference between practice guidelines and practice notes, and clarified the purpose of bulletins and advisories. He commented that, according to the by-laws, the Investigation Committee is responsible for preparing and publishing practice guidelines and practice notes, and dissatisfaction with one

practice guideline does not warrant taking this responsibility away from the Investigation Committee.

At 4:30 p.m. Past President Atamanchuk left the meeting.

Council raised concerns about outdated documents on the website, the absence of clear definitions and processes for preparing guidelines, and debated if the Investigation Committee, given its workload, was the appropriate body to manage these documents.

At 4:38 p.m. Past President Atamanchuk joined the meeting, virtually.

President Amorim proposed that the Council could instruct the Investigation Committee to carry out the recommended review if there was no interest in forming a task group.

Friendly amendment to the motion:

It was MOVED by David Amorim and SECONDED that Council directs the Investigation Committee to undertake a holistic review of the Association's development and maintenance of Practice Guidelines, Practice Notes, and Practice Bulletins and Advisories and report back to Council.

President Amorim stated that the Executive Committee will outline the scope of the review for the Investigation Committee and establish a timeline for reporting back to the Council.

Hearing no objections, the motion was amended.

President Amorim called the question on the amended motion.

CARRIED

24.08.23

G8. NOMINATING COMMITTEE

Council referred to a Decision Background memo from the Nominating Committee, dated December 12, 2024.

MOTION:

It was MOVED by Carol Martiniuk and SECONDED that Council reappoints Shahram Nami, EIT for the position of Intern on the 2025 Nominating Committee.

CARRIED

24.08.24

G9. INTERIM CHANGES TO ACADEMIC ELIGIBILITY CRITERIA IN THE MANUAL OF ADMISSIONS

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated December 12, 2024.

MOTION:

It was MOVED by Carol Martiniuk and SECONDED that Council approves the interim changes to the academic eligibility criteria in the Manual of Admissions as proposed by the Task Group until proposed changes to the academic assessment criteria are submitted to Council for consideration.

CARRIED

24.08.25 G10. REVIEW OF OUTSTANDING ACTION ITEMS LIST

Council referred to a Decision Background memo from Michael Gregoire, dated December 12, 2024 and the following updates were made,

- CofA Task Group – in progress
- Manual of Admissions Task Group – in progress
- Chapter Task Group – in progress
- Develop Info Package to Council candidates – on hold
- HR Committee to review their TOR – complete
- Investigation Committee to update practice guidelines – to be updated based on today's discussion
- Perform an assessment of a two-year presidential term – to be presented to Council at the March 6th meeting – in progress
- Nominating Committee to review their TOR – on hold
- Call For a Prairies Provinces CEQB Representative – recommendation to be presented to Council at the January 30th meeting – in progress
- Climate Change Resolution Task Group – to meet in the new year and select a chair of the group

President Amorim stated that there are no in-camera items to address and then moved on to the next item on the agenda.

EXECUTIVE LIMITATIONS AND ENDS

24.08.27 M1. E-5 PRACTITIONERS REFLECT THE DIVERSITY OF THE PUBLIC – GREGOIRE

Michael Gregoire, CEO & Registrar spoke to his monitoring report dated December 12, 2024.

24.08.28 M2. EL-9 EMERGENCY EXECUTIVE SUCCESSION – GREGOIRE

Michael Gregoire, CEO & Registrar spoke to his monitoring report dated December 12, 2024.

COUNCIL PERFORMANCE

24.08.29 P1. GP-8.6 NATIONAL LIAISONS – ATAMANCHUK

Past President Atamanchuk spoke to her monitoring report dated December 12, 2024. She noted partial compliance with subclauses 2.1 and 2.2, recommending

the Governance Committee review and revise the policy to align with Engineers Canada and Geoscientists Canada's process for appointing the Manitoba Director.

24.08.30 P2. GP-13 COUNCIL MEMBER ORIENTATION – MCDONALD
President Amorim spoke to Councillor McDonald's monitoring report dated December 12, 2024

24.08.31 P3. GP-14 PRIMARY COUNCIL LINKAGES – HOUVARDAS
Vice President Houvardas spoke to his monitoring report dated December 12, 2024.

INFORMATION ITEMS

24.08.32 COUNCIL RECEIVED THE FOLLOWING INFORMATION ITEMS:
N1. Applications approved by the Registration Committee
N2. Planning agenda for the next meeting
N3. Membership statistics as at November 30, 2024
N4. Official languages consultation submission from Engineers Canada and Geoscientists Canada
N5. Title Enforcement Guideline
N6. Council Retreat Survey Results
N7. Council Winter Dinner & Retreat – save the date

NICE TO KNOW ITEMS

24.08.33 F1. WESTMAN CHAPTER

SELF-EVALUATION

24.08.34 V1. EVALUATION PAGE FOR THIS MEETING
President Amorim asked for councillors to complete and submit the evaluation form for today's meeting.

ADJOURNMENT

24.08.35 The meeting adjourned at 5:16 p.m.
The next Council meeting will be Thursday, January 30, 2025 at 12:30 p.m.

David Amorim, P.Eng.
President

Michael Gregoire, P.Eng., FEC
CEO & Registrar