

Minutes of a meeting of the Council of Engineers Geoscientists Manitoba held online and at 870 Pembina Hwy, Winnipeg, MB on Thursday, September 11, 2025.

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

**ALSO PRESENT:** Rob DeRooy; Michael Gregoire; Fiona Hillier; Jason Mann; Angela Moore; Antonio Ruales; Scott Sarna; Eric Schillberg; Lisa Stepnuk; Ian Wiebe; Anjanette Zielinski

**REGRETS:** Jitendra Paliwal

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**25.05.1      CALL TO ORDER**

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

**25.05.2      TRADITIONAL TERRITORIES ACKNOWLEDGEMENT**

Councillor Brennan read the statement acknowledging the traditional lands on which Engineers Geoscientists Manitoba sits and recognizing Engineers Geoscientists Manitoba's commitment to Indigenous peoples and communities.

**25.05.3      INTRODUCTIONS**

President Amorim welcomed councillors, staff and guests to the meeting. He acknowledged that the terms for Past President Atamanchuk, Councillor Martiniuk, and Councillor Ward will conclude following the Annual General Meeting on October 23<sup>rd</sup> and expressed gratitude for their contributions to Council.

At 12:33 p.m. Jason Mann joined the meeting.

**25.05.4      ADOPTION OF AGENDA**

President Amorim asked if there were any changes or additions to the agenda. He mentioned that the In Camera session has been moved to the end of the agenda, due to logistical considerations regarding staff and observers.

At 12:35 p.m. Councillor Pollard joined the meeting.

Hearing no changes, the agenda was adopted as presented.

**25.05.5      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.

## REPORTS TO COUNCIL

### **25.05.6 B1. CHAIR'S REPORT - PRESIDENT DAVID AMORIM, P.ENG.**

President Amorim commented that a significant portion of his recent activities over the past several months has centred on the Governance Committee. He then referenced his report, which highlighted the value of healthy debate.

### **25.05.7 B2. CEO'S REPORT – MICHAEL GREGOIRE, P.ENG., FEC**

Michael Gregoire noted the change in format to his report, which highlights items related to Council activities and decisions.

Michael discussed the Act Change Report, noting the positive feedback from the province and the recommendation to continue refining the legislative proposal. The current plan is to present the revised legislative proposal to Council for approval in January 2026.

At 12:40 p.m. Councillor Paculan joined the meeting.

#### MOTION:

It was MOVED by Justin Rempel and SECONDED that Council authorize the Association, with the support of legal and professional counsel and based on the direction formally approved on June 12, 2025, to engage in open dialogue and discussion with senior policy advisors at the Department of Labour and Immigration. The Association may provide draft versions of the Legislative Proposal for the purpose of consultation prior to Council's formal approval. Such engagement shall be consultative only, with Council retaining full control over the contents of the Legislative Proposal until a final version is approved for submission to government.

CARRIED

Michael provided comments on the Governance Scorecard, noting that quarterly KPIs have been updated since the last Council meeting. He also clarified that some KPIs are tracked annually or semi-annually, so they are not updated at each meeting.

At 12:43 p.m. Councillor Martiniuk joined the meeting.

Michael additionally noted that an RFP for a new balanced scorecard has been issued, with proposals anticipated to be submitted within the coming week.

### **25.05.8 B3. ENGINEERS CANADA DIRECTOR'S REPORT**

President Amorim noted that Jitendra Paliwal sends his regrets and asked Council to read the report and share any comments and questions with the director.

### **25.05.9 B4. GEOSCIENTISTS CANADA DIRECTOR'S REPORT**

Jason Mann spoke to his report, which outlined several ongoing activities and outreach efforts. He highlighted the three recommendations included in the pre-

budget submission to the federal government: allocating funding for earth science and geoscience, establishing licensure requirements for federal employees engaged in geoscience activities, and promoting reconciliation in relation to resource development and engagement.

President Amorim thanked Jason for his report and at 12:55 p.m. Jason Mann left the meeting.

#### **25.05.10 B5. GOVERNANCE COMMITTEE REPORT**

President Amorim spoke to the report, highlighting the establishment of two working groups: one to review the terms of reference for the ad hoc Public Interest Review Committee, and another to examine policy documents to align with the strategic plan by removing all references to the Ends.

He presented the committee's recommendation regarding councillors' access to committee meeting minutes. They advised that requests for minutes should be submitted to the CEO and either the President or Past President, with the stipulation that any confidential information may be redacted as necessary.

Councillor Verma inquired about the status on the reimbursement of mileage expenses for out-of-town committee members. Michael confirmed that this item was on the Governance Committee action item list.

She also asked whether the land acknowledgement should be in the strategic plan. Michael will bring this back to the Management for further discussion.

#### **25.05.11 B6. FINANCE COMMITTEE REPORT**

Vice President Houvardas spoke to the report, highlighting the draft budget, changes made since June, and the recommendation to transfer funds to the long-term reserve fund and the Governance Review Fund.

##### MOTION:

It was MOVED by Steven Brennan and SECONDED that \$355,140 be transferred into the Long-term Reserve Fund, out of unrestricted net assets to bring the Long-term Reserve Fund balance up to the target balance of 50% of the 2026 budgeted expenses (excluding investments), as recommended by the Finance Committee.

CARRIED

##### MOTION:

It was MOVED by Kyle Ward and SECONDED that \$15,557 be transferred into the Governance Review Fund, out of unrestricted net assets to bring the Governance Review Fund balance up to \$50,000 to accommodate the 2026 budgeted spending for this purpose, as recommended by the Finance Committee.

CARRIED

President Amorim discussed the updated fee schedule, which now includes a \$50 application fee to reflect recent Council-approved Manual Admissions changes. As the final total was uncertain, it was not fully reflected in the budget or the previously approved fee list. The Executive Committee approved the revised fee list on behalf of Council.

## CONSENT AGENDA

### **25.05.12 C1. MINUTES OF THE COUNCIL MEETING JUNE 12, 2025**

#### **C2. MINUTES OF THE IN CAMERA SESSION OF JUNE 12, 2025**

#### **C3. E6 – CONSUMERS HAVE ACCESS TO A REASONABLE SUPPLY OF PRACTITIONERS’ SERVICES – GREGOIRE**

#### **C4. EL-8 – COMMUNICATION AND SUPPORT TO COUNCIL – GREGOIRE**

#### **C5. GP-8.1 NOMINATING COMMITTEE – ATAMANCHUK**

#### **C6. GP-8.3 EXECUTIVE COMMITTEE – AMORIM**

#### **C7. GP-8.14 HUMAN RESOURCES COMMITTEE – REMPEL**

#### **C8. GP-8.15 GOVERNANCE COMMITTEE – HOUVARDAS**

#### **C9. APPEAL COMMITTEE APPOINTMENT**

Council approves the appointment of Shweta Banthia as a layperson to the Appeal Committee for a four-year term.

#### **C10. REGISTRATION COMMITTEE – MEMBER TERM RENEWAL**

Council approves the renewal of Corey Dabrowski, P.Eng. and Andrew Gies, P.Eng. as members of the Registration Committee for another two-year term until June 8, 2027.

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

### **25.05.13 D1. EVALUATION OF THE PREVIOUS COUNCIL MEETING**

President Amorim reviewed the comments from the June meeting and thanked councillors for their feedback.

At 1:13 p.m. Council took a break

At 1:22 p.m. Council returned from the break

President Amorim stated that the Council will start reviewing the Governance items as they wait for GSI to join the meeting (for item D2).

**25.05.15      G1. AUDIT COMMITTEE RECOMMENDATIONS**

Council referred to a Decision Background memo from the Audit Committee, dated September 11, 2025.

MOTION:

It was MOVED by Kyle Ward and SECONDED that Council approves the 2024-2025 Audited Financial Statements as presented for the year ending June 30, 2025.

CARRIED

MOTION:

It was MOVED by Julia Singh and SECONDED that Council accepts the Audit Committee's recommendation to appoint Fort Group as the Association's auditor for the 2025-2026 fiscal year, and that this recommendation be submitted to the membership for approval at the 2025 Annual General Meeting.

CARRIED

**25.05.16      G2. CLIMATE CHANGE RESOLUTION TASK GROUP REPORT**

Council referred to a report from the Climate Change Resolution Task Group, dated September 11, 2025.

Vice President Houvardas, Chair of the task group, spoke to the report which proposed creating a climate change information portal or hub for members, focusing on sharing guidelines, resources, and links relevant to climate change adaptation, mitigation, preparedness, resilience, and sustainability. The portal would leverage existing resources from other regulators and scientific associations, rather than developing new content from scratch.

The group acknowledged challenges in defining the scope and implementation details of the plan, noting the vastness of the topic and lack of specific direction from the resolution's mover. They noted that the portal would not set policy but serve as a resource and information exchange.

President Amorim noted that Council is required to provide an update on the actions undertaken in response to the Climate Change Resolution adopted at the 2024 Annual General Meeting, during the 2025 Annual General Meeting. There was discussion about the need for a formal motion from Council to approve the plan and clarify next steps.

At 1:44 p.m. Rob DeRooy from Governance Solutions Inc. joined the meeting.

President Amorim announced that Council will temporarily pause discussion on agenda item G2 and proceed to agenda item D2.

**25.05.14 D2. COUNCIL EVALUATION AND PROFILING – GOVERNANCE SOLUTIONS INC.**

Rob DeRooy from GSI provided training on Council evaluation and profiling. The training covered the importance of board evaluations, methods for conducting evaluations, and the development of a skills and attributes matrix for board members.

At 2:02 p.m. Councillor Verma left the meeting

President Amorim thanked Rob for the training session and at 2:52 p.m. Rob DeRooy left the meeting.

At 2:52 p.m. Council took a break

At 3:11 p.m. Council returned from the break

President Amorim announced that Council will resume its discussion on agenda item G2.

**GOVERNANCE**

**25.05.16 G2. CLIMATE CHANGE RESOLUTION TASK GROUP REPORT (cont'd)**

Mike Houvardas resumed the discussion on the report and suggested that a proposed motion could be that Council approve the proposed climate change plan as presented by the Climate Change Task Group, that recommends that Engineers Geoscientists Manitoba create a climate change informational portal/hub for its members. A proposal for implementation of said plan is to be presented at the November meeting.

There was debate about whether to approve the plan as presented and address implementation details later, or to include both in the motion.

President Amorim proposed the following motion,

**MOTION:**

It was MOVED by David Amorim and SECONDED that Council directs the CEO to develop a plan (cost, resource requirements, scope, schedule, etc.) for the development and implementation of an Engineers Geoscientists Manitoba Climate Change Information Portal/Hub, in accordance with the recommendations of the Climate Change Resolution Task Group. The plan shall be provided to Council at the November Council Meeting for consideration and approval. Additionally, Council approves providing an update to the Membership, at the AGM, of this plan to be developed.

A friendly amendment was made to the motion to clarify intent.

AMENDED MOTION:

It was MOVED by David Amorim and SECONDED that Council approves the proposed climate change plan as presented by the climate change task group recommending that Engineers Geoscientists Manitoba create a climate change portal for its members and that Council directs the CEO to develop a plan (cost, resource requirements, scope, schedule, etc.) for the development and implementation of an Engineers Geoscientists Manitoba Climate Change Information Portal/Hub, in accordance with the recommendations of the Climate Change Resolution Task Group. The plan shall be provided to Council at the November Council Meeting for consideration and approval. Additionally, Council approves providing an update to the Membership, at the AGM, of this plan to be developed.

Some councillors expressed concerns about the plan's vagueness, the lack of member consultation, and whether a portal was the right solution. A mandatory CPD module for all members was suggested as an alternate option.

After extensive discussion, Council decided not to proceed with the motion as written. Instead, they agreed to provide an update to the membership at the AGM, acknowledging the work of the task group and that an updated report and motion will be presented to Council at their November meeting

President Amorim called the question on the amended motion.

DEFEATED

Councillor Martiniuk abstained

**25.05.17 G3. CHAPTERS – CONSTITUTIONS**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025.

Mike spoke to the key points incorporated into the constitution.

MOTION:

It was MOVED by Steven Brennan and SECONDED that Council approves the new template constitution and directs the President to renew every chapter's constitution using the new template.

A typo was noted in subclause 4.1(e) which Michael confirmed would be corrected.

CARRIED

**25.05.18 G4. CHAPTERS - BENEFITS FOR MEMBERS**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025.

MOTION:

It was MOVED by Kaitlin Fritz and SECONDED Crystal that Council directs staff and chapters to avoid setting up agreements with companies to establish benefits for members but to accept sponsorships and advertisements from companies who wish to independently offer benefits, provided the company qualifies under Engineers Geoscientists Manitoba's sponsorship policy.

Council members agreed that chapters should not establish agreements related to member benefits. However, they debated whether to reference the sponsorship policy within the motion itself or to address it in subsequent communications with the chapters. Several friendly amendments were suggested, and the following amended motion was presented.

AMENDED MOTION:

It was MOVED by Kaitlin Fritz and SECONDED that Council directs staff and chapters to not set up agreements with companies to establish benefits for members in accordance with the Engineers Geoscientists Manitoba's sponsorship policy.

Hearing no objections, President Amorim called the question on the amended motion.

CARRIED

**25.05.19**

**G5. CEO EVALUATION REVIEW**

Council referred to a Decision Background memo from Janice Lane, Chair of the Human Resources Committee, dated September 11, 2025.

Councillor Fritz presented the process for establishing, monitoring, and evaluating the CEO's performance.

MOTION:

It was MOVED by Lisa Thomson and SECONDED that Council adopt the process for establishing, monitoring, and evaluating the CEO performance as presented by the HR Committee.

CARRIED

MOTION:

It was MOVED by Kaitlin Fritz and SECONDED that the Executive Committee lead the process of establishing, monitoring, and evaluating the CEO performance on behalf of all Council.

A friendly amendment was made to include a lay councillor who will work with the Executive Committee on the CEO evaluation review.

AMENDED MOTION:

It was MOVED by Kaitlin Fritz and SECONDED that the Executive Committee, with a lay councillor, lead the process of establishing, monitoring, and evaluating the CEO performance on behalf of all Council.

Hearing no objections, President Amorim called the question on the amended motion.

CARRIED

MOTION:

It was MOVED by Steven Brennan and SECONDED that Council appoints lay councillor Justin Rempel to work with the Executive Committee on this year's CEO evaluation review.

CARRIED

**25.05.20**

**G6. COUNCIL AGENDA REVIEW**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025.

MOTION:

It was MOVED by Justin Rempel and SECONDED that Council direct the Governance Committee to review GP-16 "Council Planning Cycle and Agenda Control" in light of the recommendations above, and that the President and CEO continue to present agendas that make the most effective use of Council's time at meetings.

CARRIED

The recommended changes to the agenda are appended to the minutes.

**25.05.21**

**G7. PUBLIC INTEREST REVIEW COMMITTEE TOR AND PROCESS**

President Amorim stated that the terms of reference and related procedures are intended to serve as a supplementary document accompanying the proposed by-law change to transition PIRC to an ad hoc committee.

The document was submitted and posted on the day of the meeting. Consequently, Council deliberated on whether to proceed with discussion, given that most had not yet reviewed it and the Governance Committee had not yet formally approved it.

Council agreed to circulate the document to the Governance Committee for review and approval, then conduct an email vote, with ratification at the November meeting, to ensure that the document is included in the by-law notification to members on September 18<sup>th</sup>.

**25.05.22**

**G8. APPEAL COMMITTEE CHAIR - INTERVIEW PANEL**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated June 12, 2025.

MOTION:

It was MOVED by Kathryn Atamanchuk and SECONDED that Council appoints Councillor Fritz and Vice-President Houvardas to interview the candidates for the role of Chair of the Appeal Committee and present their recommendation to Council for approval.

CARRIED

- 25.05.23      G9. REVISION TO POLICY GP-4 PRESIDENT'S ROLE AND JOB DESCRIPTION**  
Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025.

At 4:36 p.m. Councillor Wu left the meeting.

MOTION:

It was MOVED by Lisa Thomson and SECONDED that Council approves the proposed revision to subclause 3 of policy GP-4, President's Role and Job Description, as presented.

CARRIED

- 25.05.24      G10. 2025-2026 COUNCIL MEETING SCHEDULE**  
Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025.

MOTION:

It was MOVED by Steven Brennan and SECONDED that Council approves the 2025-2026 Council Meeting dates as presented.

At 4:40 p.m. Councillor Wu rejoined the meeting.

CARRIED

- 25.05.25      G11. EXECUTION OF INSTRUMENTS POLICY**  
Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025.

MOTION:

It was MOVED by Kyle Ward and SECONDED that Council forwards the draft Execution of Instruments policy to the Finance Committee for full review and recommendations back to Council as to how to proceed.

CARRIED

- 25.05.26      G12. REVIEW OF OUTSTANDING ACTION ITEMS LIST**  
Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated September 11, 2025 and the following updates were made,

- Climate Change Resolution Task Group: in progress, the two councillors whose terms are set to conclude in October have agreed to continue their service on the task group. Council raised no objections to this arrangement.
- IC to develop guideline on limiting liability and bring to Council for input: in progress
- Appeal Committee – complete
- Review By-law 10.2 with respect to the elements outlined in the memo for the new Dues Relief Policy: set to begin with the new by-law cycle
- Remuneration Task Group: in progress

At 4:50 p.m. President Amorim announced that Council would take a break and afterwards, go in camera for the purposes of discussing private and confidential matters about an individual, labour relations, investigations, discipline, litigation or potential litigation.

At 5:01 p.m. Council returned from the break and went in camera

At 5:39 p.m. Council came out of camera

The following motions were approved during the in camera session

That Council assign councillors Steven Brennan, Crystal Paculan, and Lisa Thomson as a panel to review and make a decision on the application for reinstatement by a former member, in accordance with By-law 15.3.6.

That Council approves Josh Myers, P.Geo., for the 2025 slate of election candidates.

## ADJOURNMENT

**25.05.31** The meeting adjourned at 5:40 p.m.

The next Council meeting will be Thursday, November 13, 2025 at 12:30 p.m.

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David Amorim, P.Eng.  
President

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

### **DECISION BACKGROUND INFORMATION**

Date: September 11, 2025

To: Council

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

Subject: **G6. Council Agenda Review.**

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At a recent training session, entitled “How to Work Effectively with Your Board”, some insights were gained into best practices for the CEO and the executive team to leverage the expertise and experience embodied by the Council. Going forward, recommendations will be made on ways to improve Council’s meetings.

In general, we would like to use Council’s time at its meetings more effectively. This will be achieved through several channels using the following principles:

- Time spent at Council meetings should be focused on governance issues, as much as possible.
- Adding more information, for the sake of information, is not useful. Information should be provided only if it will support and assist in discussion / debate of governance-related topics on that agenda. (Having said that, information should be made available if councillors request it)
- Councillors have valuable input to provide, and time should be mostly dedicated to discussions that involve challenging recommendations being made, to improve the outcome.

With these principles in mind, the following changes to the agenda are recommended:

- Removal of standing items that have been previously provided as information but are not relevant to discussions during the meeting
  - o Removal of the “Information” section of the agenda. Items previously provided in this section would instead be sent to Council by email as they become available.
  - o Removal of items such as the Governance Committee action list
  - o Removal of the “FYI – Nice to Know” section
- Reducing the content of the CEO’s Report – to focus on activities that relate to the strategic objectives and implementation of prior Council decisions
- Sunsetting of monitoring reports by the CEO. It is recommended that the Ends reports and Executive Limitations reports continue for one cycle. Ends are being replaced by the strategic plan, compliance with which will be reviewed through the Balanced Scorecard. Executive Limitations will be replaced by the Delegation of Authorities policy. Continuing the ‘old’ reports for the next year is

only for the purpose of determining which elements from these reports should be captured in the new system.

- Removal of the "Ownership Linkage" section. Instead of a standing 'Ownership Linkage' section, Council can consider implementing a new component to the meeting evaluation, which would ask "Looking back at today's meeting, is there a topic that warrants bringing in a speaker/guest to a future meeting that will assist Council in determining a governance issue?" If that is the case, then staff can search for the right person to achieve that purpose.

**RECOMMENDED MOTION:**

**That Council direct the Governance Committee to review GP-16 "Council Planning Cycle and Agenda Control" in light of the recommendations above, and that the President and CEO continue to present agendas that make the most effective use of Council's time at meetings.**