

Minutes of a meeting of the Council of Engineers Geoscientists Manitoba held online and at 870 Pembina Hwy, Winnipeg, MB on Thursday, January 18, 2024.

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**PRESENT:** Kathryn Atamanchuk presiding; Jessica Adelman; Mike Houvardas; Carol Martiniuk; Christina McDonald; Crystal Paculan; Alan Pollard; Ian Smallwood; Lisa Thomson; Shipra Verma; Kyle Ward; Steven Wu

**ALSO PRESENT:** Doug Bell; Michael Gregoire; Fiona Hillier; Angela Moore; Dawn Nedohin-Macek; Raphael Nwabuzor; Scott Sarna; Mario Scerbo; Eric Schillberg; Lisa Stepnuk; Ian Wiebe; Anjanette Zielinski

**REGRETS:** David Amorim

**OBSERVERS:** Chukwuka Egbuniwe; Dave Ennis; David Grant; Allan Silk

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**24.01.1 CALL TO ORDER**

President Atamanchuk called the meeting to order at 12:35 p.m.

**24.01.2 TRADITIONAL TERRITORIES ACKNOWLEDGEMENT**

President Atamanchuk 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.

**24.01.3 INTRODUCTIONS**

President Atamanchuk thanked everyone for attending and welcomed guests, Mario Scerbo and Eric Schillberg to the meeting.

**24.01.4 ADOPTION OF AGENDA**

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

**24.01.5 CONFLICT OF INTEREST DECLARATION**

President Atamanchuk asked if anyone had a conflict of interest to declare.

Councillor Ward and Councillor McDonald declared a conflict of interest relating to agenda item G4 Appeal Committee Appointments.

Hearing no further declarations, Council was reminded that one could be declared at any time, for any item, on the agenda.

**24.01.6 MINUTES OF THE COUNCIL MEETING DECEMBER 14, 2023**

President Atamanchuk asked if there were any corrections to the minutes of the Council meeting on December 14, 2023. Hearing none, the minutes were adopted as circulated.

## OWNERSHIP LINKAGE

### **24.01.7 O1. OWNERSHIP LINKAGE PRESENTATION – MARIO SCERBO, P.ENG., PRESIDENT, ACEC-MB**

President Atamanchuk welcomed and introduced Mario Scerbo, P.Eng., President of ACEC-MB.

Mario provided Council with some background information on Manitoba's Association of Consulting Engineering Companies (ACEC-MB). He spoke of their mandate, to create a strong and resilient Manitoba designed and built by a thriving consulting engineering industry, and their strategic priorities to champion industry, strengthen member firms and support their members.

Mario identified the following areas where ACEC-MB and Engineers Geoscientists could collaborate and suggested a joint liaison between the two boards.

- Commercial (engineer salaries and charge out rates, selection processes for engineering services, contracts and agreements, insurance terms).
- Regulatory (licensing of internationally trained engineers, building codes and permitting, complaints, directives relating to practice).
- Training

The floor was opened to questions and comments.

President Atamanchuk thanked Mario Scerbo for his presentation.

## REPORTS TO COUNCIL

**24.01.8 B1. CHAIR'S REPORT - PRESIDENT KATHRYN ATAMANCHUK, P.ENG., FEC**  
President Atamanchuk provided a brief update on the volunteer calls for the committees, and the call for nominees for the Engineers Canada Manitoba director position.

**24.01.9 B2. CEO'S REPORT – MICHAEL GREGOIRE, P.ENG., FEC**  
Michael Gregoire spoke to the highlights in his report which included an update on the indicators being developed by the KPI task group, and the legal opinion Engineers Geoscientists Manitoba received regarding the application for intervenor status in the APEGA Appeal.

**24.01.10 B3. ENGINEERS CANADA DIRECTOR'S REPORT**  
Dawn Nedohin-Macek spoke to the highlights in her report, which included the meeting of the Finance, Audit and Risk Committee, and the recommendation for the 2026 per capita assessment fee.

- 24.01.11 B4. GEOSCIENTISTS CANADA DIRECTOR'S REPORT**  
Doug Bell spoke to the highlights in his report, which included the discussion on the implications of AI at the Professional Practice Committee meeting, and the Canadian Federation of Earth Sciences new pilot project, Geoscientists in National Parks Program.
- 24.01.12 B5. FINANCE REPORT**  
Ian Wiebe, Manager of Finance and IT spoke to the highlights in the report, commenting that the committee will begin looking at forecasting expected revenues and expenses to the end of the fiscal year at their meeting in February.
- 24.01.13 B6. EQUITY IN PROFESSIONAL REGULATION PRESENTATION**  
Lisa Stepnuk, Director of Equity and Representation provided a presentation on the Equity in Regulation Action Plan. She spoke of the purpose of the action plan, to fulfill End 5 and to address concerns regarding retention issues stemming from women and Indigenous members who experience racism and sexism in the professions. She reviewed the progress to date, next steps for implementation and a high-level look at the recommended activities and projected timeline.
- 24.01.14 B7. ACT RE-WRITE PROJECT ACTION PLAN**  
Scott Sarna, Director of Government Relations, and Eric Schillberg provided a presentation on the action plan for the Act Re-write Project. Eric provided a brief history on The Engineering and Geoscientific Professions Act and spoke of the benefits to the Association of modernizing and updating the Act. He then reviewed the seven key phases of the action plan, the accomplishments to date, and the next steps.

#### COUNCIL EDUCATION

- 24.01.15 D1. EVALUATION OF THE PREVIOUS COUNCIL MEETING**  
President Atamanchuk noted that the evaluations from the previous meeting were available for review.
- 24.01.16 D2. 5 TIPS FOR DYNAMIC ONBOARDING**  
Michael Gregoire spoke of the Governance Solutions webinar he attended.

#### GOVERNANCE

- 24.01.17 G1. 2024 ANNUAL GENERAL MEETING**  
Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated January 18, 2024.

MOTION: It was MOVED by Ian Smallwood and SECONDED that Council approves that the 2024 Annual General Meeting take place at 2:30 p.m. on Thursday, October 24, 2024, as a hybrid event in Winnipeg.

CARRIED

**24.01.18**

**G2. PRODEV NON-COMPLIANCE LETTERS**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated January 18, 2024.

MOTION: It was MOVED by Alan Pollard and SECONDED that Council directs the Registrar to:

1. Notify members, specified scope of practice licensees and temporary licensees who have failed to comply with the requirements of professional development reporting, that in accordance with section 12.2(2) of the Act, their certificate or license will be suspended in 30 days if they fail to comply with section 12.1 of the Act, and in accordance with section 12.2(1) of the Act.
2. Suspend those members, specified scope of practice licensees and temporary licensees who have continued to fail to comply with section 12.1 of the Act after the 30-day notification period has expired.

CARRIED

**24.01.19**

**G3. NOMINATING COMMITTEE**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated January 18, 2024.

MOTION: It was MOVED by Ian Smallwood and SECONDED that Council modify the Nominating Committee's composition for 2024 to include:

1. The current President
2. The immediate Past-President, who will normally also serve as Chair.
3. An elected Councillor in the first year of their term.
4. The Chair or designate of the Investigation Committee.
5. An Engineering Intern or Geoscience Intern.
6. One P.Geol. member

CARRIED

MOTION: It was MOVED by Christina McDonald and SECONDED that Carol Martiniuk, P.Geol. be appointed to the 2024 Nominating Committee.

CARRIED

At 3:08 p.m. Council took a break

At 3:24 p.m. Council returned from break

**24.01.20**

**G4. APPEAL COMMITTEE**

Council referred to a Decision Background memo from Councillor Pollard, dated January 18, 2024.

MOTION: It was MOVED by Alan Pollard and SECONDED the appointment to the Appeal Committee of the following persons:

Lay Persons

- David Bjornson
- Nelson Musana Munene
- John Murray

Professional Members

- Doug Chapman
- Dave Ennis
- Jason Mann
- Allan Silk
- Gayan Wijeweera

CARRIED  
Councillor McDonald and Ward Abstained

MOTION: It was MOVED by Ian Smallwood and SECONDED the appointment of Doug Chapman as Chair.

CARRIED  
Councillor McDonald and Ward Abstained

MOTION: It was MOVED by Alan Pollard and SECONDED the appointment of Jason Mann as Vice-Chair.

CARRIED  
Councillor McDonald and Ward Abstained

**24.01.21**

**G5. ENGCAN COLLABORATION & HARMONIZATION**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated January 18, 2024.

MOTION: It was MOVED by Ian Smallwood and SECONDED by that Council empowers President Atamanchuk to receive and review comments provided by councillors on the Engineers Canada draft National Statement of Collaboration.

CARRIED

24.01.22

**G6. ENGINEERS CANADA 2026 PER CAPITA ASSESSMENT FEE**

Council referred to a Decision Background memo from Michael Gregoire, CEO & Registrar, dated January 18, 2024.

MOTION: It was MOVED by Kyle Ward and SECONDED that Council directs President Atamanchuk to vote in favour of setting the 2026 Per Capita Assessment Fee to \$10.00 per Registrant at the May 25, 2024 annual meeting of members of Engineers Canada.

CARRIED

At 3:40 p.m. President Atamanchuk moved that the meeting go in camera for the purposes of discussing private and confidential matters about an individual, labour relations, investigations, discipline, appeals, litigation or potential litigation.

At 4:35 p.m. Council came out of Camera

President Atamanchuk announced that the following motion was approved during the In Camera section.

MOTION: It was MOVED by Ian Smallwood and SECONDED to authorize President Atamanchuk to execute the Executive Search agreement with Lively Consulting and authorize the Recruitment Committee to expend funds to support the CEO search not exceeding the approved budgeted amount.

CARRIED

EXECUTIVE LIMITATIONS AND ENDS

24.01.28

**M1. E-4 STAKEHOLDERS UNDERSTAND AND VALUE THE CONTRIBUTION OF THE PROFESSIONS - GREGOIRE**

Michael Gregoire, CEO & Registrar spoke to his monitoring report dated January 18, 2024.

President Atamanchuk noted that the recommendation to review E-4 will be added to the Action Item List for the Governance Committee.

MOTION: It was MOVED by Christina McDonald and SECONDED that Council accepts the reasonable interpretation of the policy statement and approves this report.

CARRIED

24.01.29

**M2. EL-4 ASSET PROTECTION & RISK MANAGEMENT - GREGOIRE**

Michael Gregoire, CEO & Registrar spoke to his monitoring report dated January 18, 2024.

President Atamanchuk noted that the recommendation for the Finance Committee to review the risk tolerance aspect of the investment policy will be added to the Action Item List.

MOTION: It was MOVED by Jessica Adelman and SECONDED that Council accepts the reasonable interpretation of the policy statement and approves this report.

CARRIED

## COUNCIL PERFORMANCE

### **24.01.30 P1. GP-8.9 REGISTRATION COMMITTEE – POLLARD**

Councillor Pollard spoke to his monitoring report, dated January 18, 2024.

Based on the recommendations in his report, Councillor Pollard offered to draft a revised version of policy GP-8.9, to be reviewed by Council at a future meeting. President Atamanchuk noted that this will be added to the Action Item List.

MOTION: It was MOVED by Alan Pollard and SECONDED by that the appointments to registration committee of Cameron Whitton, Stanley Diachun and Cindy Ramirez be renewed for another two-year term.

President Atamanchuk opened the floor for discussion.

Councillor Ward noted a conflict of interest.

Hearing no further discussion, President Atamanchuk called the question on the motion.

CARRIED  
Councillor Ward Abstained

President Atamanchuk noted that the monitoring report for GP-8.9 has been received.

### **24.01.31 P2. GP-8.12 – PUBLIC INTEREST REVIEW COMMITTEE - PACULAN**

Councillor Paculan spoke to her monitoring report, dated January 18, 2024.

Based on the information in the report, Council agreed that the removal of the Public Interest Review Committee be brought to the By-law Review Committee for consideration as a potential by-law change, to be voted on by the membership.

In the meantime, Council agreed that the committee needed to be populated in order to be compliant with the policy. Councillor Pollard and Councillor Thomson volunteered to take the lead on repopulating the committee.

Council directs the Volunteer Coordinator to put out a call for volunteers for the Public Interest Review Committee

Hearing no further discussion, President Atamanchuk noted that the monitoring report for GP-8.12 has been received.

**24.01.32**

**P3. GP-12 COST OF GOVERNANCE - ADELMAN**

Councillor Adelman spoke to her monitoring report, dated January 18, 2024.

She noted there was no formal information package provided to candidates for Council membership (sub clause 1.2).

President Atamanchuk suggested that the Nominating Committee could look at developing an information package for candidates.

Hearing no further discussion, President Atamanchuk noted that the monitoring report for GP-8.12 had been received.

INFORMATION ITEMS

**24.01.33**

**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 December 31, 2023

N4. Practice Note - Flood Protection Dikes

N5. OGQ Update

N6. 2023 COGEL Recipient

N7. UofM - Post-Baccalaureate Diploma in Engineering

N8. FRPO Review Statement for EngGeoMB

N9. Information Security Policy

SELF-EVALUATION

**24.01.34**

**V1. EVALUATION PAGE FOR THIS MEETING**

President Atamanchuk asked for councillors to complete and submit the evaluation form for today's meeting.

FYI 'NICE TO KNOW' INFORMATION

**24.01.35**

**F1. THANK YOU – CHEER BOARD HAMPERS**

ADJOURNMENT

**24.01.36**

The meeting adjourned 5:16 p.m.

The next Council meeting will be Thursday, March 7, 2024 at 12:30 p.m.

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Kathryn Atamanchuk, P.Eng., FEC  
President

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