

AGENDA

May 27, 2026 Board Meeting

May 27, 2026 09:00 - 10:30

Via Teams

Chair: Ling, Karen **Secretary:** Richards, Tracy

Requested: Tracy Richards, Bill Chan, Veronica Knott, Karen Ling, Michelle Mahovich, Cathy McIntyre, Mark Porter, Matthew Salmon, T.J. Schmaltz, Colette Trudeau, Jens Weber, Malcolm Shield, Gordon Zhou, Jennifer Cho, Tanya Hupka, Alison Dantas, Will Morrison, Heidi Yang, Deesh Olychick, Jason Ong

				Pages
09:00	•	1.0 Welcome Greetings and Call to Order	Action	Ling, Karen
09:00	○	MOTION: That the Board approve the Open Agenda in its entirety.	Motion	
09:04	•	1.1 Declaration of Conflict of Interest	Action	Ling, Karen
09:05	•	2.0 OPEN REGULAR AGENDA		
09:06	•	2.1 FY2026 Q3 Financial Results	Information	Cho, Jennifer
		• 2.1 FY2026 Q3 Financial Results		3 - 12
09:15	•	2.2 Engineers and Geoscientists BC Draft FY2027 Budget Summary	Decision	Cho, Jennifer
		• 2.2 EGBC Draft FY2027 Budget Summary		13 - 41
09:15	○	MOTION 1: That the Board approve the increase of ancillary fees as outlined in Table 2 in FY2027.	Motion	
	○	MOTION 2: That the Board approve Scenario B of the Draft FY2027 Engineers and Geoscientists BC Operating and Capital Budget with \$20 fee increase for Professional Registrants and a \$10 fee increase for Trainees.	Motion	
10:05	•	2.3 Permit to Practice Fee Review and Recommendations	Decision	Ong, Jason
		• 2.3 Regulation of Firms Ancillary Fee Review and Recommendations for FY28		42 - 46
10:05	○	MOTION: That the Board approve the increase of the fee multiplier used to calculate annual Permit to Practice fees for multi registrant firms from \$500 to \$600 effective Fiscal 2028.	Motion	
10:15	•	ADJOURN	Action	Ling, Karen



ENGINEERS &
GEOSCIENTISTS
BRITISH COLUMBIA

	OPEN SESSION
	ITEM 2.1
DATE	May 27, 2026
TO	The Board for Information
FROM	Jennifer Cho, CPA Chief Financial and Administration Officer
SUBJECT	FY2026 Q3 Financial Results
LINK TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation

Purpose	For the Board to review financial results at the end of third quarter FY2026 ending March 31, 2026.
Motion	For information.

BACKGROUND

Quarterly financial reports are to be made to the Finance, Audit, & Risk (FAR) Sub-Committee for review to ensure the Sub-Committee is kept fully apprised of the financial and operational situation of the organization to enable the Sub-Committee in their work. The FAR Sub-Committee has reviewed the Q3 financials at their May 7th meeting.

YEAR-TO-DATE FINANCIAL RESULTS AS AT END OF MARCH 31, 2026

This update includes a comparison of FY2026 year-to-date (YTD) actual results as at the end of March 31, 2026 (Q3), with a summary of major variances (in '000's), against:

- 1) FY2026 full-year Forecast 2 as presented to the FAR Sub-Committee in March 2026; and
- 2) FY2026 full-year Budget.

	A	B	C	D* (A vs B)	E* (A vs C)
	YTD Mar Actuals	FY2026 Full- year Budget	FY2026 Full- year Forecast 2	YTD Variance Actual vs Full-year Budget	YTD Variance Actual vs Full-year Forecast 2
Summary					
1 Revenue	24,513	33,090	33,867	(8,577)	(9,354)
2 Salaries and benefits	15,740	21,826	21,616	6,086	5,876
3 Expenditures	7,973	12,346	12,825	4,373	4,852
4 = (1-2-3) Surplus (Deficit) Before Grants and External Projects	800	(1,082)	(574)	1,882	1,374
5 Surplus (Deficit) from Grants and External Projects	(12)	182	57	57	(70)
6 = (4+5) Surplus (Deficit)	788	(900)	(516)	1,940	1,304

* Positive figures add to the surplus and negative figures reduce surplus.

The Q3 financial results as of March 31, 2026, indicate a year-to-date (YTD 9 months) surplus \$788K (A6). This result is \$1.3M (E6) higher than the forecasted full-year (12 months) forecast deficit of \$516K (C6) and \$1.9M (D6) higher relative to the full-year budget deficit of \$900K. A comprehensive variance report is outlined in [Appendix A](#).

YTD Revenues

YTD total revenue is \$24,513K (cell A1). Figure 1 below shows the distribution of this revenue by source.

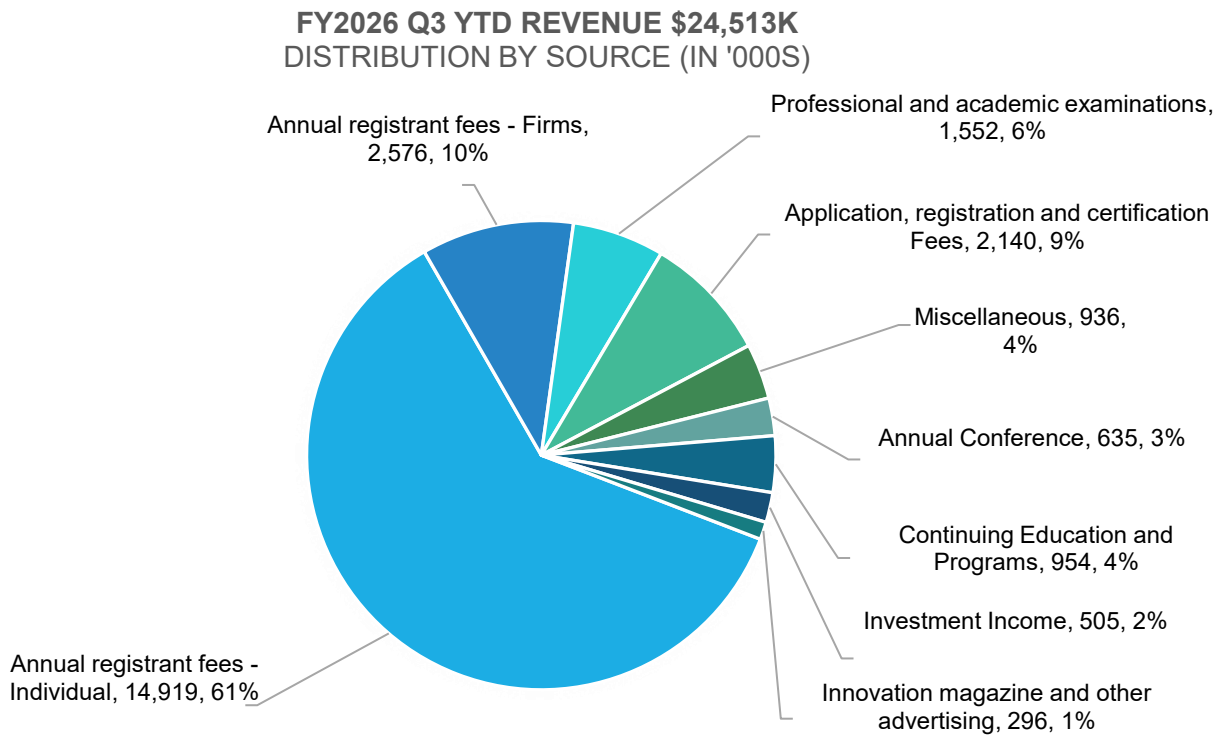


Figure 1

YTD Expenditures including salaries

YTD total operating expenditure is \$23,713 (cell A2 and A3). Figure 2 below shows the distribution of this expenditure by function.

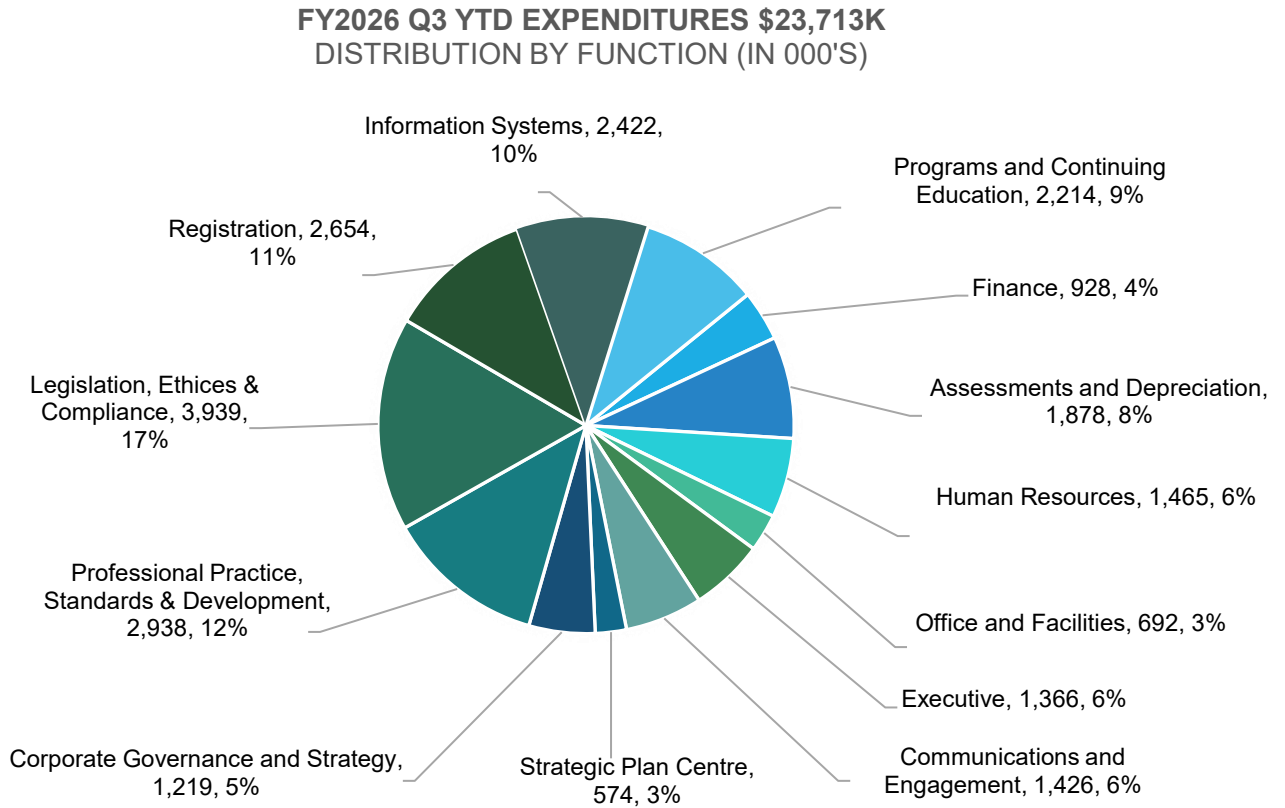


Figure 2

Year-to-date actual as of March 31, 2026 (9 months) compared to Fiscal Year 2026 full-year (12 months) Forecast 2

YTD revenue totals \$24.5M (cell A1), compared to FY2026 full year Forecast 2 of \$34M (cell C1), resulting in approximately \$9M (cell E1) of revenue expected to be collected in the final quarter. Overall, revenue is expected to track close to Forecast 2 by the end of FY2026. Key expectations are summarized below:

- Application, registration and certification revenue is expected to track closely to Forecast 2 over the remaining months, driven by the recent acceleration in clearing the backlog.
- Continuing Education revenue is expected to be below Forecast 2 by year-end due to the recent slowdown in CE registration.

- Investment and other revenue are expected to be close to Forecast 2.
- Individual Annual Registrant Fee, Firm Annual Registrant Fee, Examination, Continuing Education and Annual Reporting penalty revenue, and miscellaneous revenues are projected to remain consistent with Forecast 2.

YTD expenditures total \$23.7M (cell A2 and A3), compared to FY2026 full-year Forecast 2 of \$34.4M (cell C2 and C3), resulting in approximately \$10.7M (cell E2 and E3) of expenses expected to be spent in the final quarter. Overall, expenses are expected to be lower than Forecast 2 by end of FY2026. Key expectations are summarized below:

- Lower salary and employee benefit costs resulting from ongoing vacancies and unexpected departures.
- Lower contract and consulting services costs due to reduced spending across departments, with PCE cost savings aligned with lower CE registration.
- Meeting and event costs slightly below forecast, reflecting savings from slower spending in Continuing Education seminars.

Year-to-date actual as of March 31, 2026 (9 months) compared to Fiscal Year 2026 full year (12 months) Budget

YTD revenue totals \$24.5M (cell A1), compared to FY2026 budget of \$33M (cell B1), resulting in approximately \$8.6M (cell D1) of revenue expected to be collected in the final quarter. Overall, revenue is expected to be higher by the end of FY2026. Key expectations are summarized below:

- Individual annual registrant fees will exceed budget due to more renewal candidates.
- Firm annual registrant fees will surpass budget because of increased firm and sole-practitioner renewals.
- Penalties from Continuing Education and Annual Reporting are above budget; no further late fee penalties are expected this fiscal year.
- Application, registration, and certification revenue will exceed budget due to accelerated processing.
- Investment and other revenue are slightly above budget, as the transition of the Employment Advertising Revenue program to BCSEG has been delayed.

YTD expenditures total \$23.7M (cell A2 and A3), compared to FY2026 budget of \$34.1M (cell B2 and B3), resulting in approximately \$10.5M (cell D2 and D3) of expenses expected to be spent in the final quarter. Overall, expenses are expected to be lower by the end of FY2026. Key expectations are summarized below:

- Salary and employee benefit costs are tracking below budget due to vacancies and unexpected departures.
- Contract and consulting services costs are lower than budgeted, reflecting the timing of departmental spending and cost savings.
- Meeting and event costs are below budget, driven by savings from the Annual Conference and lower spending in Continuing Education.

FINANCIAL SUMMARY & FY2026 FORWARD OUTLOOK

EGBC planned for a budget deficit of \$900K by the end of FY2026. This deficit was subsequently reduced to \$516K under Forecast 2, which was presented in March. As at the end of Q3, EGBC has accumulated a surplus of \$788K and is still expected to end the year with a \$500K-\$600K deficit, driven by the following factors:

- Revenue is expected to be on par with Forecast 2.
- Expenses are expected to be approximately 3% below forecast, primarily due to unplanned employee leaves, departures, and the timing of recruitment.
- Non-payroll expenditures are expected to be below forecast due to cost savings across various programs and the timing of spending on projects and initiatives.

Staff are proceeding with planned spending on projects and initiatives in accordance with Forecast 2. Note that best efforts are underway to fill key positions; however, recruiting the right talent takes time, and the cascading effects of acting roles continue.

FY2026 Q3 Statement of Revenue and Expenses Compared to FY2026 full-year Budget and FY2026 full-year Forecast 2 (in '000's)

	A	B	C* = A vs B		D	E* = A vs D		
	FY2026 YTD Actual	FY2026 Full Year Budget	Variance - YTD Actual vs Budget	Comments - Actual vs Full Year Budget	FY2026 Full Year Forecast 2	Variance - YTD Actual vs Fcst 2	Comments - Actual vs Full Year Forecast 2	
Revenue								
1	Annual registrant fees - Individual	14,919	19,891	(4,973)	The annual revenue from individual registrants is projected to surpass the budgeted figure	20,003	(5,085)	Annual individual registrant revenue is expected to remain in line with the forecast
2	Annual registrant fees - Firms	2,576	3,322	(746)	Firm revenue will likely surpass budget in the final quarter	3,405	(829)	Annual firm revenue is expected to track closely to forecast in the last quarter
3	Professional and academic examinations	1,552	2,728	(1,175)	Examination revenue is expected to exceed the budget due to higher volumes in academic exams from other jurisdictions and the PPE exam	3,188	(1,635)	Examination revenue is expected to track closely to forecast by end of the fiscal year
4	Application, registration and certification Fees	2,140	2,830	(690)	With the recent acceleration in the application process, overall application revenue is projected to exceed the budgeted level.	2,811	(671)	Overall application revenue is expected to exceed the forecast, driven by the recent acceleration in clearing the backlog
5	Annual Conference	635	621	14		635	0	

	A	B	C* = A vs B		D	E* = A vs D		
	FY2026 YTD Actual	FY2026 Full Year Budget	Variance - YTD Actual vs Budget	Comments - Actual vs Full Year Budget	FY2026 Full Year Forecast 2	Variance - YTD Actual vs Fcst 2	Comments - Actual vs Full Year Forecast 2	
6	Continuing Education and Programs	954	1,611	(656)	CE revenue is projected to fall below the budgeted level due to lower-than-anticipated demand.	1,455	(500)	CE revenue is anticipated to be below the forecasted level, driven by a recent slowdown in CE registrations
7	Penalty on CE and AIR	536	375	161	Late fee revenue from the CE and AIR programs exceeded expectations, and no further late fee penalties are anticipated for the remainder of the year	535	0	
8	Investment Income and other revenue	778	931	(153)	Investment and other revenue are slightly above budget, as the transition of the Employment Advertising Revenue program to BCSEG has been delayed.	947	(169)	Investment and other revenue are expected to be modestly above forecast due to the longer-than-expected transition of the Employment Advertising Revenue program to BESEG
9	Miscellaneous	423	781	(357)	Miscellaneous revenue is expected to exceed the budgeted level, driven by higher-than-budgeted legal recoveries.	888	(465)	Miscellaneous revenue is projected to remain consistent with the forecasted level
10	Total Revenue	24,513	33,090	(8,577)		33,867	(9,354)	
Salaries and Expenses								
11	Salaries and employee benefits	15,740	21,826	6,086	Salaries and employee benefits are expected to be below budgeted level due to vacancies and unexpected departure	21,616	5,876	Salaries and employee benefits are expected to be below forecasted level due to vacancies

	A	B	C* = A vs B		D	E* = A vs D		
	FY2026 YTD Actual	FY2026 Full Year Budget	Variance - YTD Actual vs Budget	Comments - Actual vs Full Year Budget	FY2026 Full Year Forecast 2	Variance - YTD Actual vs Fcst 2	Comments - Actual vs Full Year Forecast 2	
12	Contract and consulting services	2,278	3,709	1,431	Contract and consulting services costs are lower than budget, reflecting the timing of departmental spending and cost savings	3,978	1,700	Lower contract and consulting services costs due to reduced spending across departments, with PCE cost savings aligned with lower CE registration
13	Office, general and miscellaneous	1,519	2,749	1,231	Office, general and miscellaneous expenses are expected to be under budget due to timing of spending on multiple programs across departments	2,570	1,051	Office, general and miscellaneous expenses are expected to be below forecast level
14	Legal	1,002	958	(44)	Legal fee is expected to exceed budgeted expenses due to higher prosecutor and legal advice cost	1,313	311	Legal fee is expected to be in line with forecast level
15	Examinations	622	1,061	439	Examination expenses are expected to exceed the budgeted level due to higher invigilator fees driven by an increased number of exam candidates	1,270	647	Examination expenses are expected to align with forecast level
16	Meetings, room rentals and special events	504	975	471	Meeting and event costs are expected to be lower-than-budgeted due to cost saving from Annual Conference	873	369	Meeting and event costs slightly below forecast, reflecting savings from slower spending in Continuing Education seminars
17	Amortization	492	662	170	Amortization expenses are slightly below budgeted level	644	152	Amortization expenses are expected to align with forecast level

	A	B	C* = A vs B		D	E* = A vs D		
	FY2026 YTD Actual	FY2026 Full Year Budget	Variance - YTD Actual vs Budget	Comments - Actual vs Full Year Budget	FY2026 Full Year Forecast 2	Variance - YTD Actual vs Fcst 2	Comments - Actual vs Full Year Forecast 2	
18	IT and Telecommunications	663	877	214	Telecommunication costs are expected to align with budgeted level	883	220	Telecommunication costs are expected to align with forecasted level
19	Premises and operating costs	342	481	139	Operating premises are expected to be under budget due to lower building operational costs	505	163	expenses are expected to be aligned with the forecast.
20	Travel	218	473	256	Travel costs are expected to be lower-than-budgeted level due to lower travel spending	361	143	Travel costs are expected to be slightly below forecast due to lower travel spending.
21	Printing, publication and distribution costs	333	400	67	Printing costs are expected to be slightly above budgeted level	429	96	Printing costs are expected to align with the forecast level.
22	Total Salaries and Expense before Grants and External Projects	23,713	34,172	10,459		34,441	10,728	
23=10-22	Surplus before Grants and External Projects	800	(1,082)	1,882		(574)	1,374	
24	Surplus (Deficit) from Grants and External Projects	(12)	182	(194)		57	(70)	
25=23+24	Total Surplus (Deficit)	788	(900)	1,688		(516)	1,304	

* Positive figures add to the surplus and negative figures reduce surplus



**OPEN SESSION
ITEM 2.2**

DATE	May 27, 2026
TO	The Board for Decision
FROM	Finance, Audit & Risk (FAR) Sub-Committee Jennifer Cho, CPA Chief Financial and Administration Officer
SUBJECT	EGBC Draft FY2027 Budget Summary
LINK TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation

Purpose	For the Board to review draft FY2027 budget scenarios.
Motion 1	That the Board approve the increase of ancillary fees as outlined in Table 2 in FY2027.
Motion 2	That the Board approve Scenario B of the Draft FY2027 Engineers and Geoscientists BC Operating and Capital Budget with \$20 fee increase for Professional Registrants and a \$10 fee increase for Trainees.

BACKGROUND

In the fall of 2021, the organization embarked on the journey of creating a new multi-year Strategic Plan. At the April 2022 Board meeting, the new 5-year Strategic Plan was approved. The Strategic Plan will provide direction and focus on the organization’s decisions and activities over the coming years. For Fiscal Year 2027 (FY2027), we will be entering Year 5 or the final year of the Strategic Plan and the tandem budgeting process began with the creation and approval of the Budget Guidelines for FY2027 Budget at the February Board meeting. The Budget Guidelines serve as a guiding post for the creation of a budget.

In developing the draft budget, consideration must be given to the Strategic Plan, Budget Guidelines, and the overall landscape of what the organization faces working under the requirements of the PGA. The organization is a regulator and continues to integrate the PGA into our operations as well as divest its advocacy activities. It is an important reminder in this process that the cost of regulation is what determines the cost to the registrant and not vice versa. This budget aims to support work towards balancing our capacity and delivering on our Strategic Plan.

FY2027 is the final year of the current Strategic Plan, where focus will be to achieve results (pilot projects for T&R & Climate Change, improve client services, public awareness campaign, volunteer

classification work) and strengthen and stabilize our core processes (reducing application wait times, continuation of data governance, and essential HR policies).

The draft FY2027 Budget was created with two major components:

- **Base Budget** - revenues and expenditures required to operate the business as it is today; and
- **Strategic Plan – Fifth Year** – highlights of funding strategic imperatives in the final year of the Strategic Plan.

FY2027 Base Budget considerations are:

- Implementation of a comprehensive government relations strategy
- Scoping and discovery related to establishing a client inquiry hub to improve and standardize our response to all inquiries coming into the organization.
- Addressing FIPPA compliance requirements
- Managing the ongoing trend of increasing number and cost of complaints, investigations, disciplinary hearings and FOI requests
- Increasing trends in individual registrant applications
- Increasing trends of online examinations
- Maintaining an effective hybrid work environment
- Ongoing inflationary pressures for the cost of doing business
- Short term contracts to balance & stabilize organizational workload in targeted areas
- One time planning and creation of new Strategic Plan

The FAR Sub-Committee met in May 2026 to review the draft FY2027 EGBC Operating & Capital budget and recommend to the Board to approve the motions as laid out in the memo.

INTERNAL BUDGET PROCESS

In this year's budgeting process, particular emphasis was placed on review of requests for new full-time positions as we are balancing the growth of the organization over the last few years with ensuring we have adequate resources needed to operate. A business case was provided for each position request, supported with data, good reasoning, criticality (critical = hole in the boat) and consequences if the position was not approved. Positions that were not critical or could be delayed without significant consequences were not included in this budget. Some positions that were seen to be short term or needing further time for evaluation of the need for the long term, are included in this budget as contract roles. These roles will be re-evaluated in the following budget cycle.

As a part of the normal budgeting process, the Executive Team and Finance Team scrutinized each budget item and ensured that estimates for revenue and expenditures are realistic. Savings in salaries and benefits will be reduced significantly as there are not many new positions that require long recruitment cycles causing vacancy savings. Initiatives have been scoped and timed appropriately to workload capacity. Several iterations of the draft budget were completed before a finalized draft budget was created. Review of the Strategic Plan initiatives, risk register items, and departmental plan items were done to ensure appropriate funding is in place. Consideration of our reserves, prior year surpluses and fee increase, and the current year (FY2026) forecast were a part of the process as we developed the draft budget.

The end result is the Draft Engineers and Geoscientists BC FY2027 Budget. The Finance, Audit & Risk (FAR) Sub-Committee met on May 7, 2026 and reviewed the three scenarios. The draft budget scenarios have been prepared in accordance with the Board approved FY2027 Budget Guidelines (**Appendix A – FY2027 Budget Guidelines**).

FY2026 FORECAST

The draft FY2027 Budget is built from the latest forecast for current year (FY2026) to incorporate the latest factors and conditions that affect the organization.

As presented to the Board on April 17th, 2026, for FY2026, Engineers and Geoscientists BC is forecasting a financial deficit of \$500K compared to a \$900K deficit budget set for the fiscal year.

Table 1		A	B	C*
		FY2026 Forecast 2	FY2026 Budget	FY2026 Forecast 2 vs FY2026 Budget
Summary				
1	Revenue	33,867	33,090	777
2	Salaries and Benefits	21,616	21,826	210
3	Expenditures	12,825	12,346	(479)
4=(1-2-3)	Surplus (Deficit) Before Grants, External Projects	(574)	(1,082)	508
5	Surplus (Deficit) from Grants	57	182	(124)
6=(4+5)	Surplus (Deficit)	(516)	(900)	384

*Positive figures add to the surplus and negative figures reduce surplus

The variance between the FY2026 forecast and FY2026 budget is primarily driven by these key factors:

- Higher revenue in academic exams requested from other jurisdictions due to volumes increase
- Higher than expected employment advertising as the program continued longer than anticipated under EGBC before transitioning to BCSEG
- Higher disciplinary recoveries than expected
- Continuing Education (CE) and Annual Reporting (AR) penalty fees increased, reflecting slightly lower compliance rates and the start of a new 3-year cycle
- Less office expenses, meetings, events and travel expenses across the organization
- Timing in filling vacancies

FY2027 BUDGET ASSUMPTIONS

Three scenarios of the draft budget have been created for the Board to consider. All scenarios include the following assumptions:

General

- Compliance with the Budget Guidelines
- Allowance of \$200K of contingency fund – consistent with prior year policy

Revenues

- Various fee changes on ancillary fee as summarized in **Table 2**
- Individual registrant revenue net growth of 6% prior to any fee increase
- Regulation of firms revenue consistent with prior year as revenue levels are stable
- Academic Exam demand for other jurisdictions net growth of 42%
- Removal of Career Advertising Revenue as the transition is complete to BCSEG

Salaries and Expenditures

- Salary and expenditure changes as summarized in **Appendix C**
- Merit increase allocation of 3% as recommended by Mercer
- Over \$1.1M in funding for expenditures related to planned initiatives as summarized in **Appendix D – 4.1 Initiatives**. This includes \$ 525K of funding on key initiatives under the Strategic Plan and high priority organizational priorities:
 - Organization Imperative: Client Experience – scope initiative to improve handling of inquiries received from external parties.
 - Organization Imperative: Develop a new strategic plan.
 - Process Pillar: Completion of Digital Classification
 - People and Culture Pillar: Long Term Space Planning – analyze and recommend an approach to organization's long term physical space needs
 - People and Culture Pillar: Advancing Volunteer Management Program – Volunteer Classification Phase
 - Social Responsibility Pillar: Creation of EDI Strategy
 - Social Responsibility Pillar: Pilot Project for Climate Change Strategy & Pilot Project for T&R Strategy
- The addition of 3 new full-time employee (FTE) and 6 contracts to fill the current resource gap - **See Appendix D – 4.2 New Positions** for details. Approximately \$791K of staff resources to enable flexibility to execute and sustain Organizational activities.

ANCILLARY FEES

As a part of Budget Guideline 2.ii to consider all revenue sources, a thorough review was completed in Ancillary Fees. In our review, we have found with the rising inflationary costs, increased demands on the program and for future operational efficiency to ensure we can regulate effectively, we are recommending reasonable fee increases as illustrated in the table below:

Table 2

Description	Current fee	New fee	increased by \$	increased by %
Academic Exam - BC	\$360	\$460	\$100	28%
Professional Practice Exam	\$293	\$300	\$7	2%
Individual application fee - First time applicant (Prof. Registrants & Trainee)	\$475	\$525	\$50	11%
Individual application fee - Applicant registered in other province/territory	\$250	\$300	\$50	20%
Individual application fee - Applicant who is currently a Trainee (EIT/GIT application fee was waived)	\$325	\$375	\$50	15%
Prof. Eng. And Geo. Practice in BC Online Seminar (PPOS) fee	\$275	\$325	\$50	18%

For further detail on the proposed increase to each of the fees, refer to **Appendix E**.

Note: Firm Fees were reviewed as a part of the budgeting process but because they will not affect the FY2027 budget, a separate memo has been created for the Board to consider.

CAPITAL BUDGET SUMMARY

The draft FY2027 Budget includes capital investments in hardware, intangible assets, and furniture and fixtures related to building upgrade.

Table 3 – Summary of Capital Spending

Category	FY2026 Budget (\$'000s)	Amortization period	Comments
Electronic Equipment	105	5 years	Dan Lambert meeting room and Teams room equipment
Hardware	186	3 years	Mainly to refresh old hardware previously deployed to staff and new hardware for new hires and Board.
Intangible Assets	305	3 years	Internal software development to support the improvement and expansion of IS infrastructure to support various new programs and requirements under PGA.
Furniture and fixtures	300	10 years	Elevator renovation/upgrade
Total Capital spending	896		

BENCHMARKING TO SISTER ASSOCIATIONS & INFLATION CONSIDERATION

Please refer to **Appendix G** for the benchmark comparison of annual dues for both individuals and firm registrants to sister associations across the country. Engineers and Geoscientists BC is currently on the mid to high end of the spectrum in terms of annual dues. Many factors affect the fees being charged by different organizations. This may include the size of the organization, the number of registrants they support, mix of registrants or member types, mix and quality of programs, fee structure, as well as external environment challenges like the one we have been navigating through.

This chart is updated to April 2026 and does not consider the 2027 fee increases that sister associations may apply.

THREE DRAFT FY2027 BUDGET SCENARIOS FOR FAR TO CONSIDER

Two draft FY2027 budget scenarios have been created for the Board to consider. Please note all scenarios are deficit scenarios. This is not a common practice for the organization, however, with multiple years of significant surpluses the organization is able to absorb a reasonable deficit budget for next fiscal year. For context, the deficits listed are less than a months' operating expenses.

Scenario A: Without a Fee Increase – results in a \$1.97M deficit budget

Scenario B: With an \$20 (3.7%) Fee Increase on Professional Registrant categories (P. Eng and P. Geo), \$10 on Trainees (EIT and GIT), & Ancillary fee increases as outlined in Table 2 – results in a \$370K deficit

Scenario C: With an \$25 (4.7%) Fee Increase on Professional Registrant categories (P. Eng and P. Geo), \$10 on Trainees (EIT and GIT), & Ancillary fee increases as outlined in Table 2 – results in a \$283K deficit

Table 4 - Summary of Scenario A, B and C (in '000s)

	Scenario A Base budget with no fee increase	Scenario B +\$20 (P.Eng/P.Geo) & \$10 Trainee increase & ancillary fees increase	Scenario C +\$25 (P.Eng/P.Geo) & \$10 Trainee increase & ancillary fees increase
Draft FY2027 Budget			
Fee Increase (Professional Registrants)		\$20	\$25
Fee Increase (Trainee-EIT/GIT)		\$10	\$10
Current Regular Full Fee (P.Eng./P.Geo.)	\$535	\$535	\$535
New Annual Fee (P.Eng/P.Geo)	\$535	\$555	\$560
Non/Practicing Fees (25% of Prof. Reg)	\$134	\$139	\$140
Reduced Fees (50% of Prof. Reg)	\$268	\$278	\$280
Current Regular Full Fee (EIT/GIT)	\$286	\$286	\$286
New Annual fee EIT/GIT		\$296	\$296
(in \$'000)			
Revenue	\$34,890	\$36,489	\$36,577
Salaries and Benefits	21,934	21,934	21,934
Expenditures	14,639	14,639	14,639
Strategic Initiative Funding	197	197	197
General Contingency	200	200	200
Gross Surplus/(Deficit) before grants	(2,079)	(480)	(392)
Net Surplus (Deficit) from External Grants/Projects	110	110	110
Surplus/(Deficit)	(1,969)	(370)	(283)
Transfer to Building Reserve	0	0	0
Change to General Operating Fund	(\$1,969)	(\$370)	(\$283)

RESERVES

As per Budget Guideline 5, a review and assessment of the appropriate level of funding for the General Operating Fund, Property, Equipment and Systems Replacement Fund (Building Reserve), and the Legal & Insurance Fund is to be done as a part of the budgeting process. Please refer to **Appendix I** for details on the state of funding for the reserves.

Table 5 - Projected Changes in Net Assets and Reserve Funds

Scenario B - \$555 Annual Fee - \$20 Fee Increase to P.Eng & P.Geo & \$10 Fee Increase to EIT & GIT	General Fund ('000's)		Internally Restricted Funds ('000's)		Total Net Assets ('000's)
	Operating Fund	Invested in property and equipment	Property, Equipment and Systems Replacement	Legal and Insurance	
June 30, 2025	16,980	2,250	1,808	1,000	22,038
FY2026 Forecast	(875)	474	(115)	-	(516)
FY2026 Forecast Transfer	-	-	-	-	0
June 30, 2026 Forecast	16,105	2,724	1,693	1,000	21,522
Draft FY2027 Budget	(673)	893	(591)	-	(370)
Draft FY2027 Budget - transfer	-	-	-	-	-
June 30, 2027 Estimate - Scenario B	15,432	3,617	1,102	1,000	21,152

The net assets on June 30, 2026, are projected to be approximately \$21.5M with the assumption of a deficit of approximately \$516K in the current fiscal year (FY2026). The Board can at any point in time re-appropriate the Legal & Insurance Fund and the Property, Equipment and Systems Replacement Fund back to the General Operating Fund.

RECOMMENDATION

Since FY2021, EGBC has been building up the General Operating Fund minimum goal from 3 months operating expenses to 6 months operating expenses. By the end of current fiscal year (FY2026), we will reach the target of 6 months reserve, ensuring there are sufficient funds for short-term unexpected issues.

As per Budget Guideline 6 – consideration of past surpluses when setting future annual fee increases has been considered in the 3 proposed scenarios for FAR to consider. Scenario A, with no fee increase, would produce a large deficit and would significantly deplete the General Operating Fund. This Scenario should not be considered. Scenarios B & C deficits can be absorbed through the General Operating Fund without significantly impacting the Fund.

When considering the two Scenarios B & C, there is 200K in the contingency budget that may not be utilized, which could reduce the deficit by up to 200K. Staff have put in their best efforts to predict what application and exam revenues are anticipated, however, there is still a possibility that the actual revenues will outperform budget estimates resulting in surplus budget.

Note that EGBC has increased fees for the last few years (FY2022 - \$10, FY2023 - \$10, FY2024 - \$50, FY2025 - \$15, FY2026 - \$0) which covers inflation and additional costs to regulate for the year it was incurred. As we had a fee reprieve this current fiscal year, it would be advisable to increase the fee in the coming fiscal year to smooth out fee increases in the future and avoid having large increases. We want to normalize small annual fee increases to the Registrant base.

In anticipation of a new Strategic Plan, it is prudent to ensure funds are in place for initiatives in the future to ensure our mandate is achieved and there is advancement toward our vision. Implementing a fee increase in this coming fiscal will ensure full effect of funds are realized in

FY2028 (only half of fee increase is realized in FY2027 due to difference in calendar & fiscal year) and in effect prevent a large fee increase required in FY2028.

With all these considerations in mind, and the ability to absorb a small deficit budget, both the Finance, Audit & Risk Sub-Committee and staff recommend Scenario B – \$20 fee increase be approved by the Board.

MOTIONS

1. That the Board approve the increase of ancillary fees as outlined in Table 2 in FY2027.
2. That the Board approve Scenario B of the Draft FY2027 Engineers and Geoscientists BC Operating and Capital Budget with \$20 fee increase for Professional Registrants and a \$10 fee increase for Trainees.

**Engineers and Geoscientists BC
Draft FY2027 Budget Book**

Table of Contents

#	Item	Description	Appendix #
1	Budget Guidelines	The guidelines are observed and incorporated in the process of preparing and compiling draft FY2026 Budget.	<u>A</u>
2	Program Statement (Scenario B) Revenues	Comparative of draft FY2027 Budget against FY2026 Forecast 2 Revenues	<u>B</u>
3	Program Statement (Scenario B) Expenditures	Comparative of draft FY2027 Budget against FY2026 Forecast 2 Expenditures	<u>C</u>
4	List of Initiatives and New Positions <u>4.1 Initiatives</u> <u>4.2 New Positions</u>	List of Initiatives and new positions	<u>D</u>
5	Other Fees 5.1 Ancillary Fees	Annual review of Individual ancillary fees	<u>E</u>
6	Schedule C - Individuals	Ancillary fees for Individual Registrants	<u>F</u>
7	Benchmark Report of Engineers and Geoscientists BC and other provincial associations	Provides visual comparison of regular full-fee rate amongst cross-country sister associations.	<u>G</u>
8	Capital Budget Spending	Provides a proposed draft capital budget for FY2027 required to support the operations of the Association.	<u>H</u>
9	Reserve	Provide financial stability and ensure the organization can meet both anticipated and unforeseen future needs	<u>I</u>

**Engineers and Geoscientists BC
Draft FY2027 Budget
Budget Guidelines**

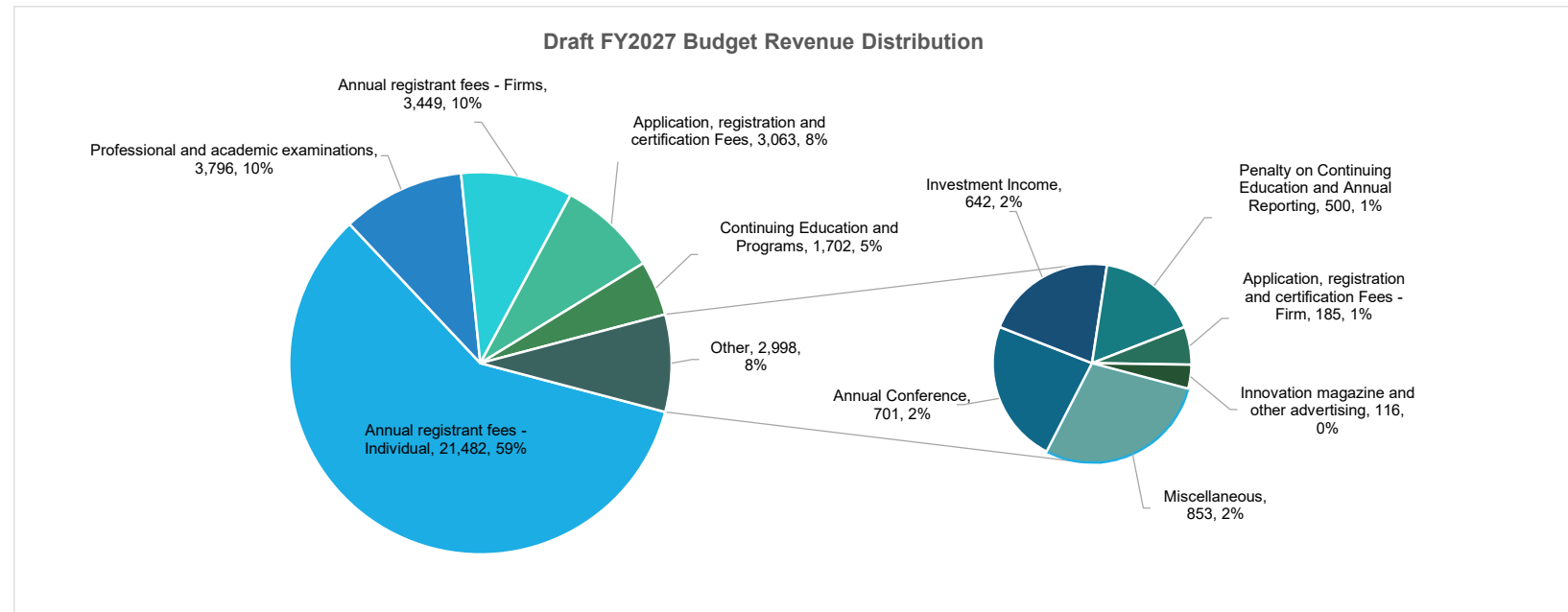
Budget guidelines

1. All initiatives/projects and expenditures are aligned to the Strategic Plan.
2. Revenue sources, including registrant fees, are reviewed, and analyzed with a financial sustainability mindset, which includes but not limited to the following elements:
 - i. Consider an appropriate fee increase
 - ii. Consider all revenue sources and expected growth for registrant and firm related fees
 - iii. Distinction between single year versus sustained revenue sources
 - iv. Consider any potential fluctuation or interruption of revenue sources
3. There is an annual review to explore efficiencies of the organization. Such a review would consider the following elements:
 - a. Salaries and Benefits
 - i. Evaluate essential resource needs
 - ii. Compare in-house resources against contracted services for efficiencies and value evaluation
 - iii. Review short-term staffing needs versus long-term permanent staffing needs
 - iv. Annual merit increases
 - b. Expenditures
 - i. Review departmental spend for efficiency and value of service
 - ii. Distinction between short-term initiatives/projects versus recurring commitments
 - iii. Consider potential savings and new requirements
4. Review and assess any necessary funding to address Risk Register items and mitigation strategies.
5. Review and assess the requirements and appropriate level of funding for the General Operating Fund, Property, Equipment and Systems Replacement Fund, and the Legal and Insurance Fund.
6. Consider past surpluses when setting future annual licensing fee increases for registrants and firms.
7. Capital budget created to ensure funding is in place for planned necessary building improvements, and replacement, scheduled hardware replacement, and scheduled software development costs.
8. Final 2027 budget approval will be finalized at the Board meeting in May 2026.

**Engineers and Geoscientists BC
Draft FY2027 Budget Scenario B
(in \$'000)**

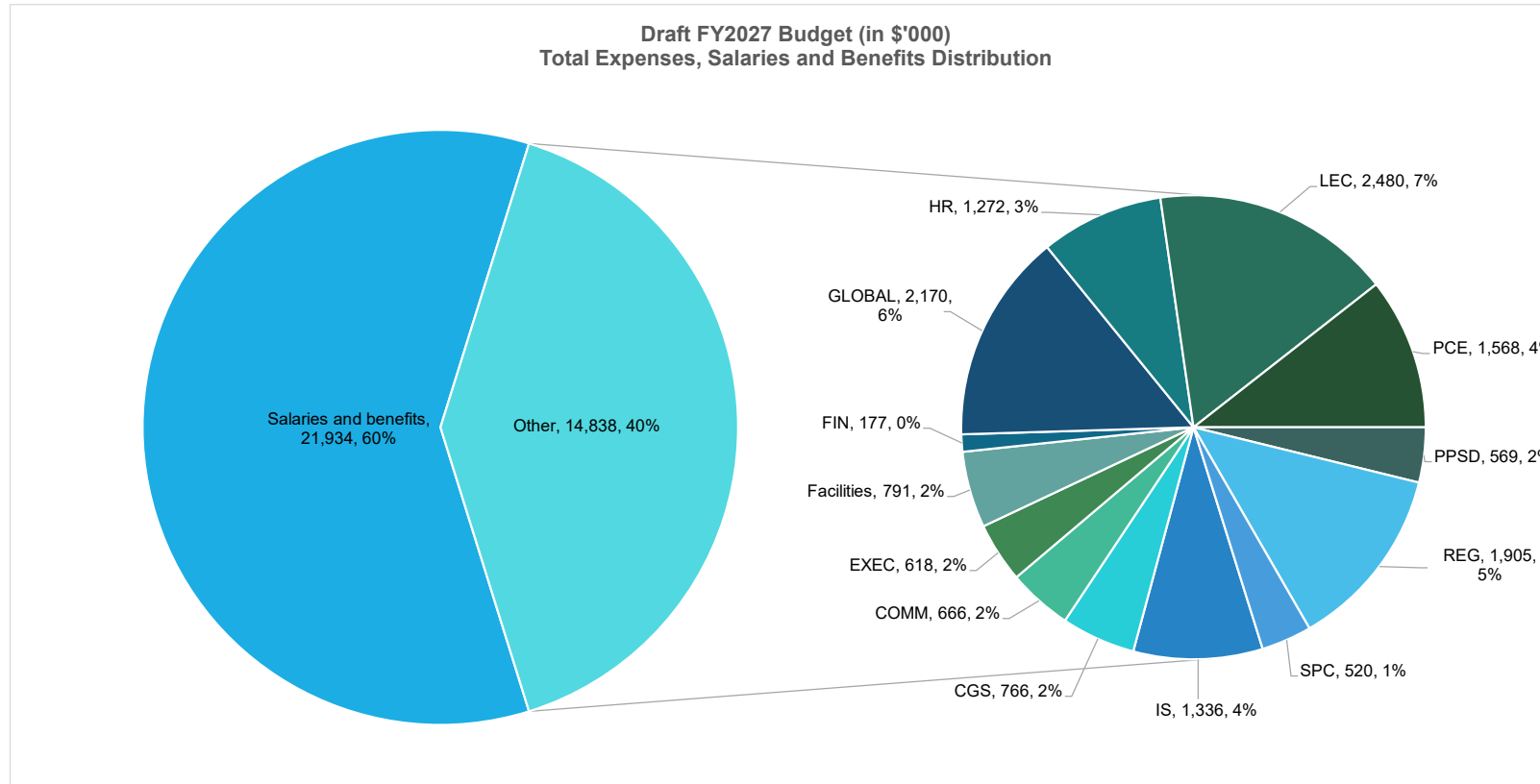
Revenues by Programs	FY2027 Budget
Annual registrant fees - Individual	21,482 *
Professional and academic examinations	3,796
Annual registrant fees - Firms	3,449
Application, registration and certification Fees	3,063
Continuing Education and Programs	1,702
Miscellaneous	853
Annual Conference	701
Investment Income	642
Penalty on Continuing Education and Annual Reporting	500
Application, registration and certification Fees - Firm	185
Innovation magazine and other advertising	116
Grand Total	36,489

*include scenario B fee increase



Revenue Type	A FY2026 Forecast	B FY2027 Budget	C = B-A Variance \$	Variance %	Comments
Annual Conference	635	701	67	10%	mainly on greater number of attendees (7% increase)
Annual registrant fees - Firms	3,405	3,449	44	1%	
Annual registrant fees - Individual	20,003	21,482	1,479	7%	Due to 6% registrant base increase and annual fee increase with scenario B (\$20 to P.Eng. & P.Geo. And \$10 to EIT/GIT)
Application, registration and certification Fees	2,627	3,063	436	17%	Overall increase in applicant volume and increased individual application fee by \$50
Application, registration and certification Fees - Firm	184	185	1	0%	
Continuing Education and Programs	1,455	1,702	247	17%	overall 5% increase in CE and increase fee on BC Online seminar revenue by \$50 (from \$275 to \$325)
Innovation magazine and other advertising	331	116	(215)	-65%	Career Advertising program closes in FY2027
Investment Income	639	642	4	1%	
Miscellaneous	865	853	(12)	-1%	less revenue mainly due to lower legal recoveries vs FY26 which included \$108k unexpected amount due to judicial review
Penalty on Continuing Education and Annual Reporting	535	500	(35)	-7%	
Professional and academic examinations	3,188	3,796	608	19%	Growth due to increase in BC Academic Exam fee by \$100 (from \$360 to \$460 per exam)
Total Revenue	33,867	36,489	2,622	8%	

Engineers and Geoscientists BC
 Draft FY2027 Budget Scenario B
 In \$'000



	A	B	C	D	*E = A - B	*Positive variances indicate lower expenses and negative variances indicate higher expenses
	FY2026 FC2	FY2027 BG	FY2027 Budget Base	FY2027 Budget Initiative	Forecast vs FY27 Budget	Comments
Expense	12,797	14,838	13,734	1,105	(2,041)	see variance analysis below
Salaries and employee benefits	21,616	21,934	21,143	791	(318)	FY2027 Budgeted Salaries included a 3% merit increase, and new positions. See Appendix D 4.2 for information on proposed new staff resources.
Total Expenses, Salaries & Benefits	34,413	36,772	34,876	1,896	(2,359)	

Department	Summary by program Category	A FY2026 FC2 2026	B FY2027 BG 2027	C FY2027 Budget Base	D FY2027 Budget Initiative	*E = A - B Forecast vs FY27 Budget	Comments
450-CGS	Annual General Meeting (AGM)	80	132	132		(52)	Due to overall cost in FY27 is much higher
	Board Planning Education	77	103	103		(27)	Due to addition facilitator in FY27
	CGS Other	8	14	14		(6)	
	Governance	60	60	60		0	
	Government Relations	114	137	137		(23)	Due to addition cost for other GR events
	Nominations	71	71	71		0	
	Strategy and Business Planning	59	249	52	197	(190)	Due to initiatives on strategic planning costs
450-CGS Total		468	766	569	197	(297)	
300-COMM	Comms Other	8	7	7		1	
	Consultation and Engagement	52	86	86		(34)	Due to additional consultation needs
	Innovation Magazine	287	285	285		2	
	Internal Communications	5	3	3		2	
	Public Relations	59	280	110	170	(221)	Due to advertising campaign
	Publications & Printing	11	5	5		6	
300-COMM Total		422	666	496	170	(244)	
250-EXEC	Board	93	89	89		4	
	Executives Other Program	118	227	227		(109)	Due to costs in Crisis Management Plan, and reallocation risk management cost from Finance
	Special Projects	240	302	240	62	(63)	Due to change in board honorariums
250-EXEC Total		450	618	556	62	(167)	
220-FAC	Admin Other		0	0		(0)	
	Building Operations	643	644	644		(1)	
	Office and Administrative Service	179	138	138		40	Due to unexpected reception support in FY26
	Work From Home	12	8	8		3	
220-FAC Total		833	791	791	0	42	
100-FIN	Finance Other	3	3	3		(1)	
	Financial Services	129	124	124		5	
	Risk & Insurance	71	50	50		21	Due to reallocation risk management cost to Exec
100-FIN Total		203	177	177	0	26	
150-GLOBAL	Assessment - Engineers Canada & Geoscientists Canada	644	791	791		(147)	Due to higher Engineers Canada assessment fee and registrant growth
	General Contingency	100	100	100		0	
	Depreciation	644	593	593		51	Due to prior years furniture fixture items are fully amortized in FY27
	Other and miscellaneous Expenses	707	686	686		22	Higher cost in bank service charge
150-GLOBAL Total		2,095	2,170	2,170	0	(75)	
200-HR	Compensation Management	39	34	34		5	
	Employee Programs	100	89	89		11	
	ACE (Appreciation, Connection & Engagement Program)	73	76	76		(3)	
	Human Resources Development - Other	123	140	140		(16)	higher legal expenses
	Occupational Health and Safety	12	17	17		(5)	
	Recruitment	291	367	367		(76)	Higher due to Exec recruitment
	Staff Training	232	262	262		(30)	
	Strategic HR and Organizational Development	54	126		126	(72)	Due to various HR projects
	Volunteer Management	98	161	161		(63)	Due to no volunteer gifts expense in FY26
200-HR Total		1,021	1,272	1,146	126	(251)	
800-IS	Business Continuity - IS	964	1,231	1,231		(268)	Due to operationalizing AI expense, increase subscription costs, more headcount, higher USD exchange rate and inflation
	Information Systems - Other	13	20	20		(7)	
	Telecommunications	76	85	85		(9)	
800-IS Total		1,053	1,336	1,336	0	(283)	
600-LEC	Discipline	1,099	1,368	1,368		(269)	Due to larger volume of discipline files
	Enforcement	81	188	188		(107)	Higher costs in legal counsel and large volume of enforcement files
	Investigations	483	558	558		(75)	Due to larger volume of investigation files
	LEC - Other	263	367	317	50	(104)	Due to increase legal support across organization

Department	Summary by program Category	A FY2026 FC2 2026	B FY2027 BG 2027	C FY2027 Budget Base	D FY2027 Budget Initiative	*E = A - B Forecast vs FY27 Budget	Comments
600-LEC Total		1,925	2,480	2,430	50	(555)	
900-PCE	Annual conference	519	636	636		(117)	Higher costs in AV, venue, food, rental and travel costs
	Continuing Education	368	431	431		(63)	Content creator work delay to FY27 from FY26
	Diversity Initiative	99	43	43		56	
	Induction Ceremony	126	186	186		(60)	
	Mandatory Learning Module	70	35	35		35	Savings due to move some tasks to in house
	Mentoring	39	70	70		(30)	Due to expansion on Mentoring program
	PCE - Other	22	8	8		13	
	Professional Engineering and Geoscience Practice in BC Online Seminar	92		0		92	contract work wraps up in FY26
	Reconciliation with Indigenous People	44	68	68		(24)	
	Student Program	81	91	91		(10)	
900-PCE Total		1,461	1,568	1,568	0	(108)	
500-PPSD	Committee and Advisory Groups	19	17	17		2	
	Continuing Education Program	6	6	6		0	
	Registrant Audit Program	151	141	141		10	
	Registrant Practice Review	99	125	125		(26)	Due to anticipation of more practice review on firms
	PPSD - Other	28	29	29		(0)	
	Professional Practice	162	188	188		(25)	Due to higher costs for attending technical events and meetings
	Training Expenses	65	65	65		(0)	
500-PPSD Total		532	569	569	0	(38)	
700-REG	Academic Examination - Supply to other jurisdictions	911	1,054	1,054		(142)	Higher invigilator and exam marking costs due to increase in candidates
	Academic Examinations	147	160	160		(12)	Higher invigilator and exam marking costs due to increase in candidates
	Applications/Registration	248	300	300		(52)	Due to increase use of contract assessors to support application reviews/backlog
	Professional Practice Exams	387	384	384		3	
	Registration - Other	120	6	6		114	savings from temp. contracts helps in FY26
	Structural Qualifications		2	2		(2)	
700-REG Total		1,814	1,905	1,905	0	(92)	
400-SPC	People and Culture	197	185	20	165	12	
	Process	116		0		116	Most of the migration project wrapped up in FY26
	Social Responsibility	95	110	0	110	(15)	
	Stakeholder Engagement	86		0		86	
	Strategic Plan General	27		0		27	
	Trusted Partnership		225	0	225	(225)	Due to client experience consulting costs
400-SPC Total		520	520	20	500	0	
Grand Total		12,797	14,838	13,734	1,105	(2,041)	

Note:

- CGS Corporate Governance Strategy
- COMM Communication & Engagement
- EXEC Executive & Board
- FIN Finance
- HR Human Resources Development
- IS Information Systems
- LEC Legislation, Ethics & Compliance
- PCE Programs and Continuing Education
- PPSD Professional Practice, Standards & Development
- REG Registration
- SPC Strategic Plan Centre

Engineers and Geoscientists BC
FY2027 Budget proposed initiatives

	Department	Initiatives or New Additions	Description	Amount	One-time funding (Y/N)	Consequence if foregone
1	CGS	Strategic Planning Consultant	Contracted Services for Strategic Planning Consultant	\$ 98,000	Y	Strategic plan will not be developed as planned.
2		Volunteer Survey Consultant costs	Estimated costs for volunteer survey for Strategic Plan	\$ 10,000	Y	Inputs from EGBC volunteers will not provide insights into strategic plan development.
3		Communication & Engagement	Costs include Strategic Plan design, video production, printing, swag	\$ 28,500	Y	The strategic plan will not have a formal visual identity which will likely negatively impact its reach. Possible reputational damage.
4		Operational Planning Retreat	Costs include accommodations, catering, venue fees, team-building activities for Strategic Planning Sessions	\$ 53,000	Y	Negative impacts determining strategic plan initiatives, and their measures. Negative impacts on operationalizing the strategic plan
5		Cascade Activities	Activities, and supplies to launch the strategic plan internally with employees	\$ 7,000	Y	Negative impacts to rollout the new strategic plan.
6	COMM	Broad public awareness advertising campaign	Public awareness campaign to raise awareness and trust of EGBC	\$ 170,000	N	Lower levels of public awareness of EGBC and our role
7	Exec	Board Honorarium	Board Honorarium increase estimate based on Watson Report and Governance Committee discussions	\$ 62,000	N	Board will not be adequately compensated and may cause issues for recruitment.
8	HR	HR Projects	Includes org wide HR projects & policy work wrapping up from FY26 eg. Whistleblower	\$ 126,000	Y	Important policies that need to be rolled out will be delayed and org wide HR initiatives can not move forward without consultant help.
9	LEC	Registration process assessment	Legal review of registration process to reduce risk	\$ 50,000	Y	Continuing risks in Registration process without adequate legal advice and review of highest risk area
10	Strategic Plan Centre	Client Experience	A new initiative to improve our handling of questions received from external parties.	\$ 225,000	Y	Client needs are not met
11		Volunteer Classification	A project to analyze the current state and forward looking needs of the organization's volunteers, to see if new classification framework is necessary to reduce risks. Legal review fee costs.	\$ 10,000	Y	Project may not be able to effectively complete necessary legal reviews
12		Long Term Future Space Needs	Project to analyze and recommend an approach to the organization's long term physical space needs. Various consultant reports required to assess market value of building, architectural & engineering reports & project manager.	\$ 155,000	Y	The organization may outgrow the current facility
13		EDI Strategy	A project to develop the organization's EDI strategy	\$ 45,000	Y	The strategy produced may not be adequately informed by EDI subject matter experts
14		Firm Sustainability Program	A Climate Change strategy pilot project to test the expansion of the permit to practice program to include sustainability aspects for registrant firms	\$ 20,000	Y	The team may not be able to complete the firm sustainability pilot
15		T&R Pilot Project	A truth and reconciliation pilot project, to be selected	\$ 45,000	Y	The pilot project may not be adequately informed by EDI subject matter experts
				\$ 1,104,500		

Engineers and Geoscientists BC
New Full Time Employees (FTE) in Draft FY2027 Budget

FTE#	Department	FTE Title	Position Responsibilities	No. of months in FY2027	Annual rate including benefits	FY2027 Budget amount including benefits	Consequence if foregone/Justification
1	CG&S	Government Relations Specialist	This role develops and leads the government relations strategy and program; monitor and analyze legislative and policy issues; provide research-based advice and briefing materials; track and manage priority issues; coordinate engagement with government officials and partners; support cross-functional government relations activities and provide general governance support.	12	\$ 114,073	\$ 114,073	CGS cannot effectively deliver this strategy. Without a dedicated, permanent role, government relations would be reactive, fragmented, and non-strategic—limited in scope and engagement, and insufficient to achieve the strategy's objectives or position the organization as a modern, future-focused regulator. This approach would also place significant strain on the CGS team, further delaying critical governance policy work already behind schedule.
2	HR	Senior HR Generalist (Contract)	This role leads and supports employee relations and personnel matters of varying complexity, including benefits administration, employee support, policy development and maintenance, responses to personnel issues, and strengthening investigation infrastructure.	11	\$ 117,067	\$ 107,311	Delays to policy and personnel relations work will continue, with some initiatives postponed beyond FY27. Sustained and increasing workload pressures on senior HR roles heighten the risk of burnout, reduced engagement, and negative impacts on service quality and organizational risk.
3	LEC	Complaint Intake Analyst	This role supports the complaint intake process by managing files from receipt through assignment, handling most General Concern cases, centralizing complaint inquiries via email and phone, and coordinating with the Complaint Intake Manager and Legal Administrative Assistant to open and manage files in the case management system.	12	\$ 88,655	\$ 88,655	Inability to fully meet the mandate, resulting in complaint intake backlogs, delayed responses to complainants and registrants, extended registration timelines for EIT/GIT registrants under investigation, and limited capacity to proactively address emerging media issues without a formal complaint.
4	LEC	Unauthorized Practice Investigator	This role Investigates and resolves enforcement files by gathering evidence, communicating with targets, researching issues, interviewing witnesses and complainants, obtaining documents, engaging external subject-matter experts, and resolving matters—often without litigation. Unauthorized Practice Investigators are responsible for most enforcement file closures.	12	\$ 114,073	\$ 114,073	Backlog reduction will stall and begin to reverse, with medium- and potentially high-risk enforcement files added as investigators operate at maximum capacity and file volumes continue to rise. The organization will be unable to conduct proactive enforcement campaigns or fully meet OSPG obligations. Sustained workload pressures increase the risk of staff burnout and potential resignations.
5	LEC	Unauthorized Practice Intake Analyst (Contract)	This role monitors and triages new enforcement concerns by managing intake channels, engaging with the public, assessing jurisdiction and evidence, and opening enforcement files. Handle low- and medium-risk cases through evidence collection and direct engagement to resolve matters early, support proactive enforcement campaigns, and assist with enforcement statistics, trends, and KPI reporting.	12	\$ 90,270	\$ 90,270	Backlog reduction will stall and reverse as investigators and analysts operate at full capacity amid rising file volumes. Inability to conduct proactive enforcement campaigns will limit fulfillment of OSPG obligations, while sustained workload pressures increase the risk of staff burnout and potential resignations.
6	PPSD	Audit Coordinator (Contract)	This role coordinates and supports registrant firm and individual audit programs by preparing committee materials, maintaining audit procedures, templates, and precedents, assisting with related policies and guidance, supporting continuous improvement of audit processes, and managing audit records in accordance with information management practices.	12	\$ 73,162	\$ 73,162	Without this FTE, audit coordination and administrative work will continue to grow without clear ownership, reducing technical and management capacity, increasing inefficiencies, and raising the risk of delays, backlogs, staff fatigue, and declining service quality.

FTE#	Department	FTE Title	Position Responsibilities	No. of months in FY2027	Annual rate including benefits	FY2027 Budget amount including benefits	Consequence if foregone/Justification
7	REG	Registration Assistant, Credentials Advising (Contract)	This role provides front-line registration support by responding to inquiries via email, voicemail, and live calls; processing registrant confirmations and requests; issuing confirmations on behalf of EGBC; backing up certificate production; and supporting document intake through e-transcript uploads and scanning of mailed materials.	12	\$ 65,316	\$ 65,316	Further backlog to responding to applicants causing reputational damage.
8	REG	Registration Assistant, Academic Assessment (Contract)	This role supports the evaluation of academic qualifications across all engineering and geoscience designations by managing intake, advising applicants and stakeholders on policies and procedures, and contributing to registration-related team functions.	12	\$ 73,162	\$ 73,162	The Academic Assessment team within the Registration Department would experience significant staff resource challenges that could cause severe consequences in the form of increased complaints, legal challenges as well as staff burnout.
9	REG	Registration Assistant, Experience Assessment (Contract)	This role participates in shared experience assessment team functions, including completing staff-level preliminary reviews of submitted competency reports for engineering and geoscience. The role also supports the management of volunteer resources and assists in responding to inquiries received through the competency mailbox.	12	\$ 65,316	\$ 65,316	Would cause further backlog to applications leading to reputational damage.
					\$ 801,096	\$ 791,340	



MEMORANDUM

CONFIDENTIAL

DATE	April 23, 2026
TO	Board for Decision
FROM	Jason Ong, Chief Regulatory Officer and Registrar
SUBJECT	Registration Ancillary Fee Review and Recommendations
LINK TO STRATEGIC PLAN	Process – We have efficient and effective systems in place to enable modern regulation

PURPOSE	To update and make recommendations to the Board on EGBC's registration ancillary fees effective Fiscal 2027.
MOTION	<p>That the Board approve:</p> <ul style="list-style-type: none"> i. that the following application fees for professional or trainee registration be increased by \$50, from \$475 to \$525: <ul style="list-style-type: none"> i. <i>First time Applicant not registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory</i> ii. <i>Applicant who applies for EIT designation more than 12 months after graduation from an engineering post-secondary degree program</i> iii. <i>Applicant who applies for GIT designation more than 12 months after graduation from a geoscience post-secondary degree program</i> iv. <i>Professional licensee engineering/ professional licensee geoscience Applicant not licensed or registered in another Canadian province/territory</i> ii. that the following application fees for professional registration be increased by \$50, from \$250 to \$300: <ul style="list-style-type: none"> i. <i>Applicant who is registered with another registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory</i>

- ii. *Professional licensee engineering/ professional licensee geoscience Applicant who holds an equivalent licence or registration in another Canadian province/territory*
- iii. that the *Applicant who is currently an EIT or GIT with Engineers and Geoscientists BC and whose EIT/GIT application fee was waived* be increased by \$50, from \$325 to \$375.
- iv. that the *Examination fee for Trainee (EIT/ GIT) Applicant, Professional Engineer Applicant, or Professional Geoscientist Applicant* be increased by \$100, from \$360 to \$460.
- v. that the *Professional Practice Examination fee for all applicable Applicants or Registrants* be increased by \$7, from \$293 to \$300.
- vi. that all other registration ancillary fees remain unchanged for Fiscal 2027.

BACKGROUND

Section 47(1)(b) of the *Professional Governance Act* authorizes the Board to set fees for admission through the EGBC Bylaws. Current registration fees are described in Schedule C – Fees, section 1.1 of the Bylaws.

A review of registration ancillary fees of all Canadian engineering/geoscience regulators was carried out to establish a benchmark. Staff compared current fees to the benchmark to determine whether EGBC's current application fees sufficiently account for economic changes, resources required to support the increasing trend in application volumes and inflationary increases in expenses. These adjustments will provide necessary funding for improvements in resourcing and business processes and to maintain sustainability, efficiency, and quality in our application processing.

The last major change to the proposed fees discussed below were in July 2019, with the exception of the National Professional Practice Exam (NPPE) fee, which was increased in July 2025.

DISCUSSION

If approved, the proposed fee increases described below are projected to generate approximately \$305,760 in additional annual revenue based on our Fiscal 2027 budget and forecasts. This additional revenue will address pressures on staff and assessor capacity, and account for inflationary effects on operating costs. Despite these increases, EGBC's registration fees will remain comparatively low relative to other Canadian engineering regulators.

APPLICATION FEE INCREASES

An overview of the proposed fee increases is provided in Appendix F (i), and a summary of the cross-Canada pricing benchmark is provided in Appendix F (ii).

First Time Applications

There has been an increasing volume of applications for trainee and professional registration and the trend is expected to continue, however application fees for registration have not changed since 2019. Additional funds from a fee increase of \$50 per application address inflation on operating costs and help fund additional staff resources and contract assessors. The additional revenue would also fund ongoing efforts to improve business processes.

Unlike other regulators, EGBC does not currently rely on third-party credential assessment services such as World Education Services (WES), which typically cost applicants more than \$240 in addition to the application fees. Academic assessments are conducted internally by EGBC staff and registrant volunteers to ensure consistency, defensibility, and alignment with our regulatory standards. Furthermore, other Canadian regulators may charge additional fees per assessment, while EGBC's application fees are inclusive of multiple assessments (as needed) per application. When this is considered, EGBC's application fees are comparable (or lower) to its peers and in compliance with the regulations of the International Credentials Recognition Act (ICRA) which identifies separate and additional fees as a barrier for applicants.

It is recommended that each of the following fees be increased by \$50, effective for applications processed after July 1, 2026:

Application fee for professional engineer/ professional geoscience Applicant

- a. First time Applicant not registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory*
- b. Applicant who is registered with another registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory*
- c. Applicant who is currently an EIT or GIT with Engineers and Geoscientists BC and whose EIT/GIT application fee was waived*

Application fee for Trainee (EIT/GIT) Applicant

- c.1 who applies for EIT designation more than 12 months after graduation from an engineering post-secondary degree program"*
- c.2 who applies for GIT designation more than 12 months after graduation from a geoscience post-secondary degree program*

Application fee for professional licensee engineering/ professional licensee geoscience Applicant

- a. First time Applicant not licensed or registered in another Canadian province/territory*
- b. Who holds an equivalent licence or registration in another Canadian province/territory*

Mobility Applications

Mobility applications from individuals who are already registered or licensed as a P.Eng., P.Geo., ing., or géo. in another province or territory have also increased in volume and are influenced by inflationary pressures, contributing to higher administrative costs.

It is recommended that the mobility application fee also be increased by \$50 per applicant, effective for applications processed after July 1, 2026.

EXAMINATION FEE INCREASES

Academic Examinations

EGBC has not increased the academic examinations registration fee since 2019, before the exam program transitioned from paper-based to computer-based, which now relies on external service providers for exam administration. Since the Multi-Jurisdictional Online Exam program's inception in Fiscal 2021, our service provider charges have increased by an average of 2.5% year-over-year. EGBC also covers additional costs incurred for applicants who require special accommodations and cancellation fees for applicants who defer examinations due to medical reasons – these are costs that were not previously accounted for prior to the transition to virtually proctored exams. A \$100 increase per academic examination would help offset these increases and additional expenses and support continuous improvements to the program.

Additionally, the cross-Canada review of academic examination fees (Appendix F (ii)) shows that most other regulators have increased their fees to \$460 or higher. The proposed \$100 increase would align EGBC's fee with those of other provinces and territories.

It is recommended that the academic examination fee be increased from \$360 to \$460 per exam, effective for exam registrations processed on or after July 1, 2026.

National Professional Practice Examination (NPPE)

In recent years, with the increase in overall applications, there has been a notable increase in the number and complexity of special examination accommodations required to support candidates with medical and accessibility needs, resulting in higher delivery and coordination costs that EGBC covers on behalf of applicants. Additional administrative costs for special accommodations can cost between \$45 to \$200 per applicant, depending on the complexity.

The NPPE fee was last adjusted in July 2025 (from \$260 to \$293) to help EGBC support the accessibility needs of its applicants. In the past year, these accessibility needs have included the use of specialized software, individually proctored sessions as well as arrangements for candidates to attend unique exam sessions at third party testing centres. These have incurred higher than previously anticipated costs.

It is recommended that the NPPE fee be increased from \$293 to \$300 per exam, effective for exam registrations processed on or after July 1, 2026.

MOTIONS

That the Board approve:

- . that the following application fees for professional or trainee registration be increased by \$50, from \$475 to \$525:
 - a. *First time Applicant not registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory*
 - b. *Applicant who applies for EIT designation more than 12 months after graduation from an engineering post-secondary degree program*
 - c. *Applicant who applies for GIT designation more than 12 months after graduation from a geoscience post-secondary degree program*

APPENDIX F (i)

Current and Proposed Registration Application Fees

Schedule C - Application Fee Types	\$ Increase	Current Fee	Proposed Fee	% Increase
Application fee for professional engineer/ professional geoscience Applicant				
a. First time Applicant not registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory	\$50.00	\$475.00	\$525.00	11%
b. Applicant who is registered with another registered or licensed as a P.Eng., P.Geo., ing. or géo in other Canadian province/territory	\$50.00	\$250.00	\$300.00	20%
c. Applicant who is currently an EIT or GIT with Engineers and Geoscientists BC and whose EIT/GIT application fee was waived	\$50.00	\$325.00	\$375.00	15%
Application fee for Trainee (EIT/ GIT) Applicant				
c.1 who applies for EIT designation more than 12 months after graduation from an engineering post-secondary degree program	\$50.00	\$475.00	\$525.00	11%
c.2 who applies for GIT designation more than 12 months after graduation from a geoscience post-secondary degree program	\$50.00	\$475.00	\$525.00	11%
Application fee for professional licensee engineering/ professional licensee geoscience Applicant				
a. First time Applicant not licensed or registered in another Canadian province/territory	\$50.00	\$475.00	\$525.00	11%
b. Who holds an equivalent licence or registration in another Canadian province/territory	\$50.00	\$250.00	\$300.00	20%
Examination fee for Trainee (EIT/ GIT) Applicant, Professional Engineer Applicant, or Professional Geoscientist Applicant				
a. Per Examination	\$100.00	\$360.00	\$460.00	28%
Professional Practice Examination fee for all applicable Applicants or Registrants				
a. Multiple Choice	\$7.00	\$293.00	\$300.00	2%

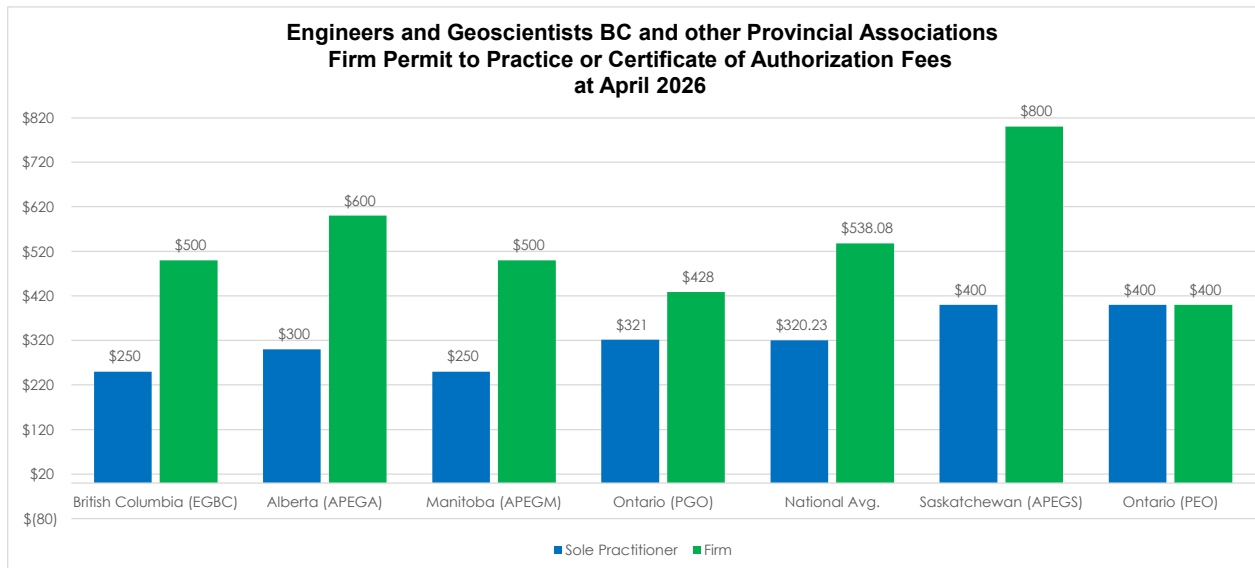
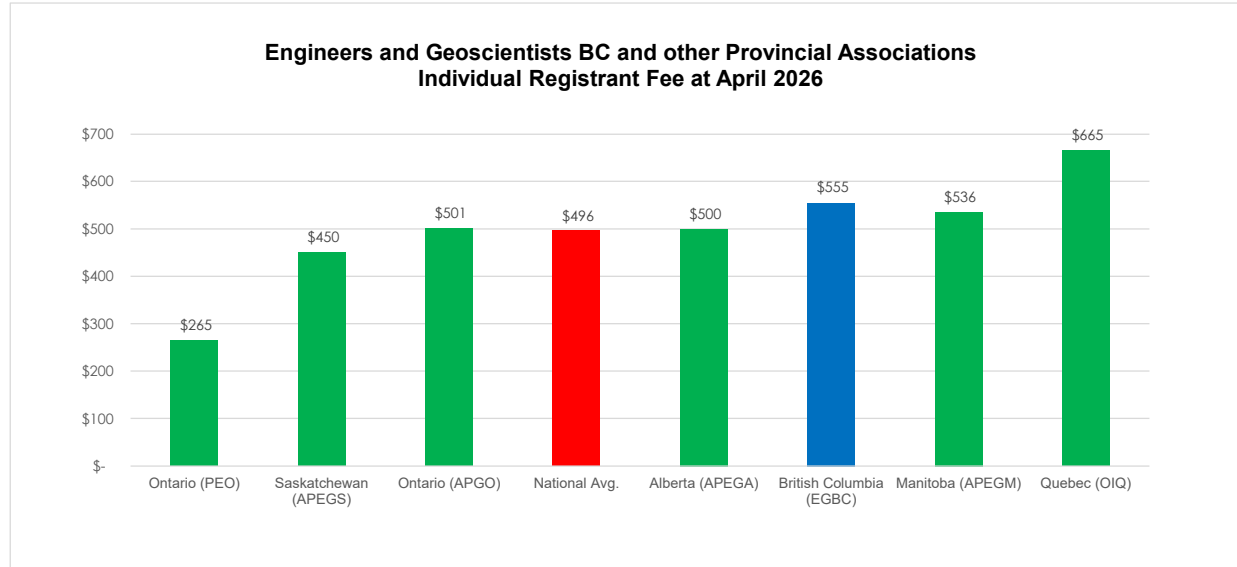
APPENDIX F (ii)

Benchmark Ancillary Fees Across Provinces/Territories

	BC	AB	ON	QC	SK	MB	NB	NS	NL	PE	YT	NU
Examinations												
Academic Examination	\$360	\$500	\$360	\$285	\$460	\$460	\$300	\$485	\$575	\$525	\$500	\$500
National Professional Practice Examination	\$293	\$250	\$360	N/A	\$145	\$260	\$230	\$235	\$262	\$170	\$235	\$235
Professional Registration												
First-Time Applicant	\$475	\$500	\$360	\$660	\$100	\$150	\$353	\$465	\$300	\$440	\$550	\$500
Trainee Applicant	\$475	\$325	\$360	\$660	\$100	\$150	\$353	\$145	\$300	\$145	\$550	\$500
Mobility Applicant	\$250	\$250	\$360	\$560	\$300	\$150	\$353	\$300	\$300	\$440	\$100	\$440
Trainee Registration												
First-Time Applicant	\$475	\$175	\$360	\$345	\$200	\$150	\$176	\$287	\$300	\$145	\$225	\$175
Licensee Registration												
First-Time Applicant	\$475	\$500	\$300	\$735	\$300	\$350	\$353	\$400	\$300	\$640	\$550	\$100

To Note:

- Fees shown are application fees only, excluding other fees such as annual dues, certificate of authorization, academic assessment, and stamps unless explicitly bundled by the regulator. For example, the fees for Saskatchewan (APEGS) and Manitoba (EGM) do not reflect the total cost of an application due to additional fees not listed here.
- Northwest Territories and Nunavut Association of Professional Engineers and Geoscientists (NAPEG) and Engineers Yukon (EY) do not set standalone academic examination fees. Applicants requiring academic exams are assessed through the Association of Professional Engineers and Geoscientists Alberta's (APEGA) Board of Examiners and are subject to APEGA exam fees.
- Licensee and trainee status in Quebec are not directly comparable. The closest equivalent to licensee status in Ordre des ingénieurs du Québec (OIQ) is a Temporary Restrictive Permit (TRP), and the equivalent to trainee status is enrolling as a Candidate to the Engineering Profession (CEP) through the Professional Admission Program.
- OIQ has its own professional practice examination, separate from the National Professional Practice Examination.



**Engineers and Geoscientists BC
Draft FY2027 Budget
Capital Budget Spending**

Category	FY2026 Budget (\$'000s)	Amortization period	Comments
Electronic Equipment	105	5 years	Dan Lambert meeting room and Teams room equipment
Hardware	186	3 years	Mainly to refresh old hardware previously deployed to staff and new hardware for new hires and Board.
Intangible Assets	305	3 years	Internal software development to support the improvement and expansion of IS infrastructure to support various new programs and requirements under PGA.
Furniture and fixtures	300	10 years	Elevator renovation/upgrade
Total Capital spending	896		

RESERVES

As per Budget Guideline 5, a review and assessment of the appropriate level of funding for the General Operating Fund, Property, Equipment and Systems Replacement Fund (Building Reserve), and the Legal & Insurance Fund is to be done as a part of the budgeting process.

Projected Changes in Net Assets and Reserve Funds

Scenario B - \$555 Annual Fee - \$20 Fee Increase to P.Eng & P.Geo & \$10 Fee Increase to EIT & GIT	General Fund ('000's)	General Fund ('000's)	Internally Restricted Funds ('000's)		Total Net Assets ('000's)
	Operating Fund	Invested in property and equipment	Property, Equipment and Systems Replacement	Legal and Insurance	
June 30, 2025	16,980	2,250	1,808	1,000	22,038
FY2026 Forecast	(875)	474	(115)	-	(516)
FY2026 Forecast Transfer	-	-	-	-	0
June 30, 2026 Forecast	16,105	2,724	1,693	1,000	21,522
Draft FY2027 Budget	(673)	893	(591)	-	(370)
Draft FY2027 Budget - transfer	-	-	-	-	-
June 30, 2027 Estimate - Scenario B	15,432	3,617	1,102	1,000	21,152

The net assets on June 30, 2026, are projected to be approximately \$21.5M with the assumption of a deficit of approximately \$516K in the current fiscal year (FY2026). The Board can at any point in time re-appropriate the Legal & Insurance Fund and the Property, Equipment and Systems Replacement Fund back to the General Operating Fund.

Property, Equipment and Systems Replacement Fund (Building Reserve)

The balance of the Property, Equipment and Systems Replacement Fund is projected to be approximately \$1.7M at the end of FY2026. This balance is sufficient to address building maintenance and expected major repairs for the longer term as per the Stantec building assessment report completed in 2021. Work on the building will advance as per the suggested Stantec recommendations.

The current balance of funds is sufficient for building repairs (\$700K) and possible renovations to accommodate immediate and short-term space needs or new working conditions. We have had the opportunity to complete the short-term space needs study and have options available to continue to use the current space for the next 3-5 years. Evaluation of longer-term future space needs will be completed in FY2027 as part of Future Space Needs Project in the Strategic Plan. Once this information is available, further evaluation of what funds are required can be determined.

However, from previous work done by the Building & Future Space Planning Task Force, the recommendation for any future options starts with building up this reserve fund early on in small quantities each year to ensure that future options can be executed. Most future options (i.e.,

extension of current building, build new building, buy new building, capital improvements for lease) are expensive and would require a significant amount of funds estimated to be in the million dollars plus category. FAR can make recommendations to the Board as it sees fit year after year.

Legal & Insurance Fund

The current balance of the Legal & Insurance fund is \$1M. This fund is sufficient to cover the cost of two large unexpected legal cases. This fund was increased 3 years ago to ensure there were sufficient funds given the addition to the Regulation of Firms.

General Operating Fund

Not-for-profit industry practice is that reserves should be a minimum of 3-6 months and can be expanded to up to 12 months. What the target is set at is contingent on organizational needs. At the September 11, 2020, Board meeting, the Board approved the organization maintain a minimum 6 months of operating expenses.

Consideration of increasing the target of operating reserves needs to consider whether the current target is sufficient to provide financial stability and help the organization weather unexpected challenges. Such challenges could include sudden changes in revenue or expenditure that would cause cash flow shortages. EGBC has been resilient and had very stable revenue even in adverse situations of a pandemic, recession, and major unplanned political demands. The General Operating Fund has achieved the 6-month operating expense target set by the Board.

The organization has not had to use the contingency budget or dip into reserves in the past other than the planned use of excess reserves in this current year and we have fortunately benefited from many years of surpluses due to unanticipated increases in revenue and delayed schedules for hiring. This means for the immediate year ahead; we anticipate financial stability with the current reserves and would not recommend revising the fund target for the General Operating Fund.

DATE	May 27, 2026
REPORT TO	Board for Decision
FROM	Finance, Audit & Risk (FAR) Sub-Committee Jason Ong, Chief Regulatory Officer and Registrar
SUBJECT	Permit to Practice Fee Review and Recommendations
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation.

Purpose	To update and make recommendations to the Board on Regulation of Firms ancillary fees for Fiscal 2028 ¹ .
Motion	That the Board approve the increase of the fee multiplier used to calculate annual Permit to Practice fees for multi-registrant firms from \$500 to \$600 effective Fiscal 2028.

BACKGROUND

The Permit to Practice program was launched in July 2021. The program was designed as a cost recovery regulatory framework intended to address systemic practice risks not fully mitigated through individual registration alone.

Since implementation, the firm regulation landscape has evolved significantly. The number of Permits to Practice has more than doubled original projections, resulting in sustained growth in firm regulatory demand across firm registration, audit, practice review, investigation, and enforcement functions. While overall revenues remain sufficient to support core Regulation of Firm activities, the program's increasing scale and complexity have materially reduced flexibility and reserve capacity.

On May 7, 2026, the Finance, Audit & Risk (FAR) Sub-Committee reviewed the staff recommendations outlined below and passed a motion recommending that the Board approve the increase of the fee multiplier used to calculate the annual Permit to Practice fees for multi-registrant firms from \$500 to \$600 effective Fiscal 2028.

¹ Firm Annual Fees are collected from April 1 to May 31 each year and are recognized as revenue in the following fiscal year.

DISCUSSION

Current Fee Model and Financial Position

Annual Permit to Practice fees for multi-registrant firms are currently calculated using a square root scaling model, with a fixed multiplier applied to the number of registrants employed by the firm. This model was intended to balance proportionality, cost recovery, and administrative simplicity.

At the current multiplier level, firm regulation revenues broadly align with direct and indirect program costs. However, analysis indicates that revenue does not account for indirect organizational costs or the absence of contingency capacity to absorb complex or prolonged regulatory matters.

As a result, the program operates largely in a reactive posture, with limited ability to invest in proactive risk mitigation, guidance, education, or early intervention activities that could reduce longer term enforcement pressures.

Program Sustainability and Resilience Considerations

A targeted financial and program sustainability analysis was completed in March 2026 to assess the long-term resilience of the Regulation of Firms programs. The review considered all primary revenue sources supporting firm regulation, including application, training, late, interim, and annual Permit to Practice fees, alongside direct and indirect program costs. The analysis confirmed that while current revenues are sufficient to sustain core regulatory activities, they provide limited reserve capacity to manage high complexity or resource intensive enforcement and compliance files, and limit the program's ability to support proactive regulatory activities.

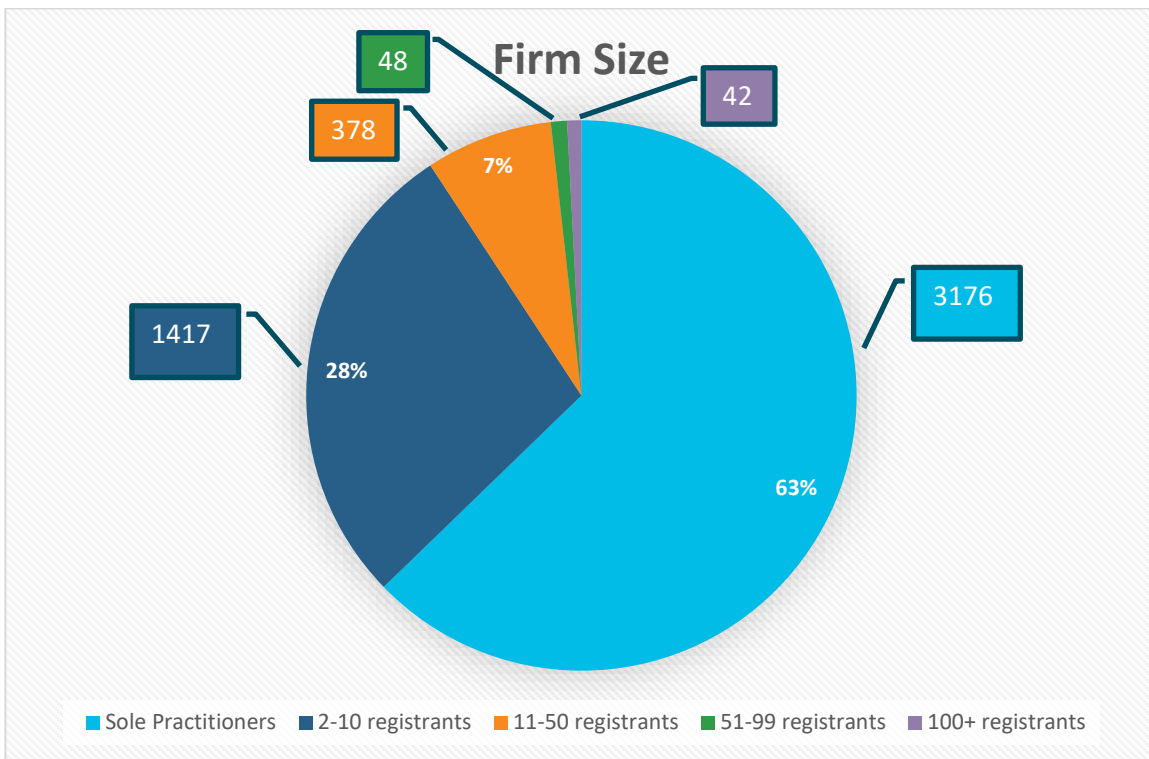
FY2027 Revenue Forecast	
Total Revenue	\$3,525,100
Total Expenses	\$3,061,800
Net Program Surplus/Loss	\$463,300

The analysis further demonstrated that adjustments to application, review, late, or sole practitioner fees would result in limited incremental revenue and are not proportionate to the associated administrative effort. The annual Permit to Practice fees for multi-registrant firms represent the most significant revenue lever within the existing cost recovery framework. The results of the analysis therefore support a targeted adjustment to the multi-registrant annual fee multiplier, while maintaining all other firm fees at current levels, as the most effective and appropriate approach to strengthening program sustainability.

This approach supports:

- Building limited reserve capacity to manage high complexity or resource intensive enforcement and compliance files,
- Supporting a more balanced reactive and proactive regulatory approach, and
- Improving the program’s ability to adapt to continued firm population growth and evolving risk profiles.

The table below shows the current total of registered firms in the program and their relative size with the number of registrants employed.



Inter-Jurisdictional Context

Alberta is the only other province with a comparable regulation of firms program. APEGA increased their fee multiplier to \$600 as of July 2024. Please refer to **Appendix A** for a listing of firm fees charged by other engineering and geoscience regulators in Canada.

RECOMMENDATION

The FAR Sub-Committee recommend increasing the fee multiplier used to calculate annual Permit to Practice fees for multi-registrant firms from \$500 to \$600. No changes are recommended to application fees, review fees, late fees, or sole practitioner annual fees at this time, as adjustments in these areas would result in limited revenue impact relative to administrative effort.

The proposed adjustment supports long-term financial sustainability, enhances program resilience, and reinforces the Board's commitment to cost-recovery-based regulation.

MOTION

That the Board approve the increase of the fee multiplier used to calculate annual Permit to Practice fees for multi-registrant firms from \$500 to \$600 effective Fiscal 2028.

2.3 – APPENDIX A

2024 CANADIAN FIRM FEES

Note: The programs and services with respect to firm regulation vary notably across regulators.

Only EGBC and APEGA have active training, auditing, and practice review programs for firms.

EGBC	The firm's annual registration fee is calculated using the following formula: $\sqrt{N} \times \$500$, where N is the number of Engineers and Geoscientists BC registrants on staff including EITs and GITs. Sole practitioners will get a 50% discount on the fee resulting in a flat rate of \$250 annually. An application fee of \$350.00 is also required.
APEGA	Flat rate for sole practitioners (\$300 + GST), calculated permit holder companies rate (\$600 x $\sqrt{\#}$ of Members Employed + GST)
APEGS	There is a one time application fee of \$325. Annual registration fees are \$400 for companies of 1 – 5 employees and \$800 for companies with more 6 or more employees.
EGM	\$500 for large companies, \$250 for sole practitioner companies. There is a one-time non-refundable application fee of \$250.
PEO	There is an application fee for the Certificate of Authorization (\$400+HST). It does not related to the size of firm, number of engineers, number of offices. One business = one C of A; the same amount of work for PEO for each C of A. This is because PEO does not conduct practice reviews or other compliance work. There is also an annual fee of \$400 +HST/year.
OIQ	N/A
APEGNB	1.25 times the annual fee for a regular member. Not dependent upon number of employees or number of offices. Five person firm has same fee as 5000 person firm.
ENG NS	Sole-Practitioner (one engineer) is approx. \$100 Company registration (two or more engineers) is approx. \$400
ENG PEI	Annual flat fee of \$150
PEGNL	Flat fee based on the number of PEGNL registered member working for the permit holder (\$564 for 1, \$764 for 2 to 5, \$1031 for 6 to 9 and \$3 for 10 or more). Reduced by 50% for registrations after July 1.
ENG YUKON	The annual fee for Permit Holders, excluding Sole Proprietors (see note below), is \$294.00 including GST. Note: To be considered a Sole Proprietor, the company must have only one employee, who is a Professional Engineer in Yukon.
NAPEG	One rate for all permit holders. \$100 Application, Annual Dues \$390, Stamp \$50
PGO	One practitioner is charged \$300, two practitioners are charged \$494.97, three or more practitioners are charged using the formula $\sqrt{N} \times \$400$, where N is equal to the number of practitioners. These rates do not include tax.