

AGENDA

June 20, 2025 Board Meeting (OPEN SESSION)

June 20, 2025 11:30 - 17:00

EGBC Office & Via TEAMS

Chair: Porter, Mark

Attendees:

Requested: Tracy Richards, Bill Chan, Veronica Knott, Karen Ling, Cathy McIntyre, Matthew Salmon, Colette Trudeau, Jens Weber, Malcolm Shield, Jennifer Cho, Alison Dantas, David Pavan, Tanya Hupka, Stephanie Kwong, Will Morrison, Kevin O'Connell, Alicia Tan, Deesh Olychick

Confirmed: Michelle Mahovlich, Mark Porter, T.J. Schmaltz, Gordon Zhou, Heidi Yang

| | | | | Pages |
|-------|---|--|-------------------------|-----------------|
| 11:30 | • | 1.0 OPEN SESSION - Welcome Greetings & Call to Order | Action | Porter, Mark |
| 11:30 | ◦ | MOTION: That the Board approve the Open Agenda in its entirety. | Motion | |
| 11:34 | • | 1.1 Declaration of Conflict of Interest | Declaration as Required | |
| 11:35 | • | 2.0 Safety Moment | Presentation | Shield, Malcolm |
| 11:45 | • | 3.0 OPEN CONSENT AGENDA | Decision | Porter, Mark |
| 11:45 | ◦ | MOTION: That the Board approve all items under the Open Consent Agenda as presented. | Motion | |
| | ◦ | 3.1 Approval of April 25, 2025 Open Minutes | Decision | |
| | • | 2025-04-25_Board_OPEN_MINUTES_Draft | | 3 - 7 |
| | ■ | MOTION: That the Board approve the April 25, 2025 Open Meeting minutes as circulated. | Motion | |
| | ◦ | 3.2 Approval of May 28, 2025 Open Minutes | Decision | |
| | • | 2025-05-28_Board_OPEN_MINUTES_Draft | | 8 - 10 |
| | ■ | MOTION: That the Board approve the May 28, 2025 Open Meeting minutes as circulated. | Motion | |
| | ◦ | 3.3 Approval of 2025 AGM Rules of Order | Decision | |
| | • | 3.3 AGM Rules | | 11 - 16 |
| | ■ | MOTION: That the Board approve the Rules of Order for the 2025 Annual General Meeting. | Motion | |
| | ◦ | 3.4 Percentage of Individual Registrants to be Randomly Selected for Compliance Audit | Decision | |

• **3.4 Percentage of Ind Reg to Audit**

17 - 18

- MOTION: That the Board approve setting the percentage of individual registrants to be randomly selected for compliance audit in FY2026 at one percent.

Motion

| | | | | |
|-------|---|--|--------------|--------------------|
| 11:50 | • | 4.0 OPEN REGULAR AGENDA | | |
| 11:55 | • | 4.1 Annual Update from Engineers Canada Representatives | Presentation | Wrinch, Mike |
| 12:25 | | LUNCH BREAK | Break | |
| 13:30 | • | 4.2 Approval of Climate Change & Sustainability Strategy | Decision | Pavan, David |
| | • | 4.2 Organizational Climate Change Strategy Report | | 19 - 25 |
| 13:30 | ◦ | MOTION: That the Board approve Engineers and Geoscientists BC's Organizational Climate Change Strategy as presented. | Motion | |
| 14:00 | • | 4.3 Building Trust with Registrants - Engagement Results | Information | Archibald, Megan |
| | • | 4.3 Building Trust with Registrants_Engagement Results | | 26 - 28 |
| 14:25 | • | 4.4 Annual Update from Nomination Committee | Information | Mahovich, Michelle |
| | • | 4.4 Annual Update from Nomm Comm | | 29 - 34 |
| 14:35 | • | 4.5 Update from BCSEG | Information | Sandhu, Pria |
| 15:05 | • | 4.6 CEO Report (Open) | Information | Yang, Heidi |
| | • | 4.6 Open CEO Report | | 35 - 38 |
| 15:15 | • | END OF OPEN SESSION | Action | |
| 15:16 | • | MEETING EFFECTIVENESS SURVEY | Action | |
| 15:25 | • | IN CAMERA SESSION | Discussion | Porter, Mark |

MINUTES OF THE OPEN SESSION OF THE FOURTH MEETING of the 2024/2025 Board of Engineers and Geoscientists BC, held on April 25, 2025 at the Engineers & Geoscientists BC office (Dan Lambert Boardroom) and virtually via TEAMS.

Present

| Board | |
|--|--|
| Mark Porter, P.Eng., StructEng. | Chair (2024/2025) |
| Karen Ling, P.Eng. | Vice Chair (2024/2025) |
| Michelle Mahovich, P.Eng., P.Geo. | Immediate Past Chair (2024/2025) |
| Bill Chan, CPA, CGA, MBA, ICD.D | Board Member (2024/2025) |
| Veronica Knott, P.Eng. | Board Member (2024/2025) |
| Cathy McIntyre, MBA, C.Dir | Board Member (2024/2025) |
| TJ Schmaltz, JD, FCPHR, SHRM-SCP, ICD.D | Board Member (2024/2025) |
| Matthew Salmon, P.Eng. | Board Member (2024/2025) |
| Malcolm Shield, P.Eng. | Board Member (2024/2025) |
| Colette Trudeau, M.A. | Board Member (2024/2025) |
| Jens Weber, P.Eng. | Board Member (2024/2025) |
| Regrets | |
| Gordon Zhou, P.Eng. | Board Member (2024/2025) |
| Guests | |
| Antigone Dixon-Warren, P.Geo., PMP, FGC | Engineers and Geoscientists BC's representative to the Geoscientists Canada Board |
| Dr. Sathish Gopalakrishnan, P.Eng. | Incoming Engineers and Geoscientists BC's representative to the Canadian Engineering Accreditation Board |
| Gordon McDonald, P.Eng. | Chair, Audit & Practice Review Committee |
| Leslie Woo | Deputy Registrar, Associate General Counsel, ASTTBC |
| Staff | |
| Jennifer Cho, CPA, CGA, FEC (Hon.), FGC (Hon.) | Chief Financial and Administration Officer |
| Alison Dantas, MA, CEC, C.Dir | Chief Operating Officer |
| Kate Henry | Associate Director, Finance |
| Tanya Hupka | Executive Assistant to CEO |
| Will Morrison | Manager, Governance & Policy |
| Stuart Nash, P.Eng. | Manager, Individual Audits & Practice Review |
| Deesh Olychick | Director, Corporate Governance & Strategy |
| David Pavan, R. Ph. | Chief Regulatory Officer & Registrar |
| Tracy Richards | Board Governance Specialist |
| Heidi Yang, P.Eng., FEC, FGC (Hon.) | Chief Executive Officer |

OPEN SESSION – CALL TO ORDER

Mark Porter, P.Eng., StructEng., Board Chair called the Open Session to order at 01:05 p.m.

The Chair began the session by acknowledging the ancestral, traditional and unceded territories of the Coast Salish people and the Musqueam, Squamish and Tsleil-waututh Nations on whose territory the meeting was held. He informed all attendees that we share this Acknowledgment as a way of demonstrating our ongoing good intention on our journey towards Truth and Reconciliation and reminded all how important it is to continually educate ourselves about Indigenous Peoples, the Canadian Government, and the full history of these lands and waters.

Several guests joined the meeting as observers including Antigone Dixon-Warren, P.Geo., PMP, FGC, Engineers and Geoscientists BC's representative to the Geoscientists Canada Board, Dr. Sathish Gopalakrishnan, P.Eng., Engineers and Geoscientists BC's incoming representative to the CEAB, Gordon McDonald, P.Eng., Chair of the Audit and Practice Review Committee and Leslie Woo, Deputy Registrar, Associate General Counsel, ASTTBC.

CO-25-51 OPEN AGENDA

MOTION **It was moved that the Board approve the Open Agenda in its entirety.**

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None declared.

SAFETY MOMENT

Vice Chair Karen Ling, P.Eng., provided the Safety Moment for the meeting.

CO-25-52 OPEN CONSENT AGENDA

MOTION **It was moved that the Board approve all Items (6.1 – 6.3) on the Open Consent Agenda.**

CARRIED

Motions carried by approval of the Consent Agenda:

6.1 February 21, 2025 Open Minutes

MOTION: That the Board approve the February 21, 2025 Open Meeting minutes as circulated.

6.2 Professional Practice Guidelines - Engineering Services for Temporary Structures: Covered Walkways, Version 1.0

MOTION: That consistent with the authority granted under PGA 57 (1) (b), Bylaw 7.3.1 (1), and Board Policy CO-23-30, the Board of Engineers and Geoscientists BC approves Professional Practice Guidelines – Engineering Services for Temporary Structures: Covered Walkways to be published following editorial and legal review. The Board’s approval is based on confirmation that the following criteria have been met, as outlined in the Board Policy CO-23-30 on Development of Professional Practice Guidelines:

- the standard guideline development process was followed; and
- a robust and appropriate review and consultation process was followed.

6.3 Professional Practice Guidelines - Landslide Mapping, Version 1.0

MOTION: That consistent with the authority granted under PGA 57 (1) (b), Bylaw 7.3.1 (1), and Board Policy CO-23-30, the Board of Engineers and Geoscientists BC approves Professional Practice Guidelines – Landslide Mapping to be published following editorial and legal review. The Board’s approval is based on confirmation that the following criteria have been met, as outlined in the Board Policy CO-23-30 on Development of Professional Practice Guidelines:

- the standard guideline development process was followed; and
- a robust and appropriate review and consultation process was followed.

CO-25-53 **GUIDANCE FOR MEMBER REPRESENTATIVE AT ENGINEERS CANADA
2025 ANNUAL MEETING OF MEMBERS**

The Chair began by welcoming CEO Heidi Yang to discuss an item for approval at the Engineers Canada Annual Meeting in May.

Mrs. Yang spoke to the reasoning behind the increase to the Engineers Canada 2027 per capital assessment fee and informed the Board that they would need to instruct their Member representative (the Engineers and Geoscientists BC Board Chair or designate) to vote on their behalf.

The following motion was then put forward for consideration:

MOTION It was moved that the Board instruct its Member representative (i.e.. the Engineers and Geoscientists BC Board Chair or their designate) to vote to approve the proposed 2027 Per Capita Assessment Fee be increased from \$10 to \$11 per registrant at Engineers Canada’s Annual Meeting of Members in May 2025.

CARRIED

CO-25-54 DELEGATION OF FINANCIAL AUTHORITY POLICY

Kate Henry, Associate Director of Finance, delivered a presentation on the Delegation of Financial Authority Policy which was put forward to the Board for approval.

Mrs. Henry explained that in support of continuous improvement, the organization is strengthening its financial governance and internal controls and as part of this process, there are several financial policies that will be reviewed and updated over the coming years. One of the first financial policies selected for this review was the Delegation of Signing Authority Policy. This policy was last updated in 2016 and as a result, required a complete overhaul to reflect the organization’s growth, complexity and maturity. Mrs. Henry presented the principal elements of the policy to the Board and subsequently invited questions and comments from the members.

The following motions were then put forward as an omnibus motion:

It was moved that:

MOTION The Board approve the Delegation of Financial Authority Policy to replace policy CO-16-58.

MOTION The Board direct staff to consider the need for an upper limit for budgeted transactions for CEO Approval Authority and bring back a recommendation to the FAR Sub-Committee in 12 months.

CARRIED

CO-25-55 FY2025 Q2 FINANCIAL RESULTS

Jennifer Cho, CPA, CGA, FEC (Hon.), FGC (Hon.) Chief Financial and Administration Officer shared a high-level presentation with the Board on the organization's Q2 financial results. There was no motion associated with this item.

CO-25-56 CEO REPORT (OPEN)

Heidi Yang, P.Eng., FEC, FGC (Hon.), briefed the Board on the contents of the CEO Report which highlighted some of the activities of the organization related to policy work, implementation of the Strategic Plan and ongoing regulatory duties since the February 21, 2025 meeting of the Board. After the briefing, Mrs. Yang opened the floor for questions.

CO-25-57 ANNUAL UPDATE FROM AUDIT AND PRACTICE REVIEW COMMITTEE

Gordon McDonald, P.Eng., Chair of the Audit and Practice Review Committee (the "Committee") and Stuart Nash, P.Eng., Manager, Individual Audits and Practice Reviews delivered a presentation outlining the work of the Committee over the last year. The presentation provided an overview of Committee's responsibilities and delivered updates on the following programs: the Continuing Education Program, the Permit to Practice Program, the Firm Compliance Audit Program, the Individual Compliance Audit Program and the Firm & Individual Practice Review Programs. This was for information only.

END OF OPEN SESSION

The meeting ended at 02:35 p.m.

MINUTES OF THE OPEN SESSION OF THE FOURTH MEETING of the 2024/2025 Board of Engineers and Geoscientists BC, held on May 28, 2025 virtually via TEAMS.

Present

| Board | |
|--|--|
| Mark Porter, P.Eng., StructEng. | Chair (2024/2025) |
| Michelle Mahovich, P.Eng., P.Geo. | Immediate Past Chair (2024/2025) |
| Bill Chan, CPA, CGA, MBA, ICD.D | Board Member (2024/2025) |
| Veronica Knott, P.Eng. | Board Member (2024/2025) |
| Cathy McIntyre, MBA, C.Dir | Board Member (2024/2025) |
| TJ Schmaltz, JD, FCPHR, SHRM-SCP, ICD.D | Board Member (2024/2025) |
| Matthew Salmon, P.Eng. | Board Member (2024/2025) |
| Malcolm Shield, P.Eng. | Board Member (2024/2025) |
| Jens Weber, P.Eng. | Board Member (2024/2025) |
| Gordon Zhou, P.Eng. | Board Member (2024/2025) |
| Regrets | |
| Karen Ling, P.Eng. | Vice Chair (2024/2025) |
| Colette Trudeau, M.A. | Board Member (2024/2025) |
| Staff | |
| Jennifer Cho, CPA, CGA, FEC (Hon.), FGC (Hon.) | Chief Financial and Administration Officer |
| Alison Dantas, MA, CEC, C.Dir | Chief Operating Officer |
| Stephanie Kwong | Executive Assistant, CFAO, COO and CRO |
| Deesh Olychick | Director, Corporate Governance & Strategy |
| David Pavan, R. Ph. | Chief Regulatory Officer & Registrar |
| Tracy Richards | Board Governance Specialist |
| Alicia Tan, CPA, CMA | Director, Finance |
| Heidi Yang, P.Eng., FEC, FGC (Hon.) | Chief Executive Officer |

OPEN SESSION – CALL TO ORDER

Mark Porter, P.Eng., StructEng., Board Chair called the Open Session to order at 9:03 a.m.

The Chair commenced the session by acknowledging the ancestral, traditional, and unceded territories of the Coquitlam First Nations, from which he resides and is chairing the meeting today.

MOTION **It was moved that the Board approve the Open Agenda in its entirety.**

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None declared.

CO-25-59 **FY2025 Q3 FINANCIAL RESULTS**

Alicia Tan, CPA, CMA, Director, Finance shared a high-level presentation with the Board on the organization's Q3 financial results.

The floor was then open for questions. None were raised. There was no motion associated with this item.

CO-25-60 **ENGINEERS AND GEOSCIENTISTS BC DRAFT FY2026 BUDGET SUMMARY**

Matthew Salmon, P.Eng., Chair of the Finance Audit & Risk (FAR) Sub-Committee, reported to the Board that during their May 6th meeting, the FAR Sub-Committee reviewed the proposed budget thoroughly. They discussed recurring surpluses, staffing plans, vacancies, project prioritization, alignment with the strategic plan, and industry wage benchmarks. Based on these discussions and any resulting revisions, the FAR Sub-Committee unanimously supported the budget being presented to the Board.

Mr. Salmon then proceeded to express his gratitude to staff and the FAR Sub-Committee for their comprehensive efforts in presenting this matter to the board today.

Jennifer Cho, CPA, CGA, Chief Financial and Administration Officer took the floor and delivered a presentation on the organization's FY2026 draft budget.

Key highlights of that presentation included: the budget process, background and considerations, forecast, budget highlights, ancillary fees and firm fees, reserves, budget scenarios and recommendations.

She advised the Board that when reviewing the budget recommendations, certain factors should be taken into account. These include past surpluses, the

carryover of FY2025 initiatives into FY2026, the achievement of the general operating fund goal, the non-utilization of the contingency budget in previous years, and past fee increases.

After the presentation, Ms. Cho opened the floor for questions. Topics included: considering fee increases for members and firms due to inflation; ensuring sufficient funds for Year 4 strategic plan initiatives and future budgets; and the reasoning behind selecting contract positions over new full-time roles.

All questions were answered to the satisfaction of the Board and the Board acknowledged that staff had engaged in extensive long-term thinking when considering the recommendations.

The following motions were presented for consideration:

MOTION 1 It was moved that the Board approve:

Scenario A of the Draft FY2026 Engineers and Geoscientists BC Operating and Capital Budget with no fee increase.

CARRIED

MOTION 2 It was moved that the Board approve:

The National Professional Practice Examination (NPPE) fee be increased to \$293.00 and Schedule C of the Bylaws be amended to reflect the fee change pursuant to section 50 of the Professional Governance Act.

CARRIED

MOTION 3 It was moved that the Board approve:

All other ancillary fees for individual and firm registrants remain unchanged for FY2026.

CARRIED

ADJOURNMENT

The meeting ended at 10:04 a.m.

OPEN SESSION

ITEM 3.3

| | |
|---------------------------|--|
| DATE | June 20, 2025 |
| REPORT TO | Board for Decision |
| FROM | Governance Sub-Committee |
| SUBJECT | 2025 Annual General Meeting Rules of Order |
| LINKAGE TO STRATEGIC PLAN | <u>Process</u> : We have efficient and effective systems in place to enable modern regulation. |
| Purpose | To consider the recommended Rules of Order for the 2025 Annual General Meeting. |
| Motion | That the Board approve the Rules of Order for the 2025 Annual General Meeting. |

BACKGROUND

In accordance with Bylaw 3.1(3), the Board may establish policies, procedures, or rules of order, for the purpose of regulating the conduct of a general meeting. AGM rules of order are intended to facilitate progress at the meeting, include registrants in orderly debate and decision-making, and ensure fairness, equality, and common sense.

DISCUSSION

On February 21, 2025, the Board approved the AGM to again be held using a hybrid format. The rules used to facilitate last year's hybrid meeting contributed to its success and positive sentiment from attendees.

There are no substantive revisions proposed for this year's AGM rules of order. The revisions in the redlined document are of a housekeeping nature: updating dates for 2025, and clarifying that motions must be compliant with the *Professional Governance Act* (which has been a requirement since the inception of that legislation).

These rules were developed and updated in consultation with staff and our external Parliamentarian, who serves as our advisor for the Annual General Meeting, to ensure the meeting rules provided adequate structure to facilitate a productive meeting.

The proposed 2025 AGM Rules of Order can be found in **Appendix A**. The redlined version, which updates the 2024 AGM Rules of Order, can be found in **Appendix B**.

RECOMMENDATIONS

The Governance Sub-Committee recommends that the Board approve the 2025 AGM Rules of Order.

MOTION

That the Board approve the Rules of Order for the 2025 Annual General Meeting.

APPENDIX A – 2025 AGM Rules of Order

APPENDIX B – Redlined 2025 AGM Rules of Order

2025 ANNUAL GENERAL MEETING RULES OF ORDER

TUESDAY, OCTOBER 28, 2025, 2:00 PM

In accordance with Bylaw 3.1(3), the EGBC Board may establish policies, procedures, or rules of order for General Meetings. The AGM rules of order below were approved by the EGBC Board. They are intended to facilitate progress, include Registrants in debate and voting, and ensure fairness, equality and common sense.

1. The meeting will be run in accordance with the relevant provisions of the *Professional Governance Act* (PGA), the EGBC Bylaws, and directions given by the EGBC Board. Where the above documents are silent, the latest edition of Robert's Rules of Order Newly Revised (RONR) will apply.
2. This AGM will be conducted using a hybrid format. Registrants are required to register for the AGM by a deadline of 12:00 PM on October 20, 2025 and indicate whether they wish to attend the AGM **in person** or **virtually**. Limited late registrations will be accepted, as space permits.
3. The agenda for the AGM will be as approved by the Board and published in advance of the meeting.
4. **Registrant motions** will only be considered at the AGM if they were submitted **by the deadline set by the Board**, were subsequently reviewed by EGBC's Chief Executive Officer for compliance with the PGA, the EGBC Bylaws and RONR, and were subsequently provided with the agenda before the meeting. Registrant motions are advisory and non-binding.
5. A Registrant who attends the AGM **in person** and wishes to ask a question or to introduce a pre-submitted motion (that complied with rule 4), or to debate a motion, must approach a microphone and wait for the Chair's recognition before speaking. A Registrant who participates **virtually** will follow the process for virtual participation as explained at the start of the AGM.
6. During debate on any motion or other agenda item for decision, or when questions are invited on an agenda item, a Registrant will be entitled to speak up to two times, for no longer than **two (2) minutes** each time.
7. A Registrant who wishes to speak a second time on an item must wait until those who wish to speak on it for the first time have done so. A Registrant who asks a question may ask up to one follow-up question within the same 2 minute time slot.
8. Debate must be related to the pending motion or agenda item. The Chair may alternate between proponents and opponents to a pending motion, if needed. The Chair will have discretion to manage the meeting time and allocate time as appropriate for questions and debate.
9. Whether speaking or whether communicating virtually, Registrants must observe decorum, must avoid personal attacks and disorderly or discourteous behaviors, and are expected to help maintain **a safe, respectful and inclusive meeting environment**.
10. The Chair may interrupt a Registrant who does not adhere to a meeting rule when, in the Chair's assessment, such conduct can erode the safety of the meeting environment or undermine the principles of fairness, equality and common sense.
11. Barring any extraordinary circumstances, all Registrants who are attending the meeting either virtually or in person will only be able to cast their votes electronically. The electronic voting platform

will be accessible via laptop, tablet, or mobile phone. Registrants are responsible for providing the electronic devices to enable them to vote in this manner.

12. Any Registrant who will be attending the AGM in person and requires an accommodation or assistance regarding the use of electronic devices to cast their votes electronically is requested to advise the AGM organizers of their needs as soon as possible and by no later than the registration deadline. The organizers will endeavour to meet reasonable accommodation requests, however, this may not be possible for requests made after the registration deadline.
13. In the event that voting at the AGM cannot be conducted electronically, the Chair, in their sole discretion, will direct an alternative method of determining the outcome of the vote.
14. Minutes of the AGM will be made available following the AGM and will be open for review and comment for 30 days from the date of publication. At the close of that period, the Board will make any requisite changes to the minutes and approve them for the final record.



ENGINEERS &
GEOSCIENTISTS
BRITISH COLUMBIA

20242025 ANNUAL GENERAL MEETING RULES OF ORDER

WEDNESDAYTUESDAY, OCTOBER 1628, 20242025, 2:00 PM

In accordance with Bylaw 3.1(3), the EGBC Board may establish policies, procedures, or rules of order for General Meetings. The AGM rules of order below were approved by the EGBC Board. They are intended to facilitate progress, include Registrants in debate and voting, and ensure fairness, equality and common sense.

1. The meeting will be run in accordance with the relevant provisions of the *Professional Governance Act* (PGA), the EGBC Bylaws, and directions given by the EGBC Board. Where the above documents are silent, the latest edition of Robert's Rules of Order Newly Revised (RONR) will apply.
2. This AGM will be conducted using a hybrid format. Registrants are required to register for the AGM by a deadline of 12:00 PM on October 8, 202420, 2025 and indicate whether they wish to attend the AGM **in person** or **virtually**. Limited late registrations will be accepted, as space permits.
3. The agenda for the AGM will be as approved by the Board and published in advance of the meeting.
4. **Registrant motions** will only be considered at the AGM if they were submitted **by the deadline set by the Board**, were subsequently reviewed by EGBC's Chief Executive Officer for compliance with the PGA, the EGBC Bylaws and RONR, and were subsequently provided with the agenda before the meeting. Registrant motions are advisory and non-binding.
5. A Registrant who attends the AGM **in person** and wishes to ask a question or to introduce a pre-submitted motion (that complied with rule 4), or to debate a motion, must approach a microphone and wait for the Chair's recognition before speaking. A Registrant who participates **virtually** will follow the process for virtual participation as explained at the start of the AGM.
6. ~~On each issue or motion~~ During debate on any motion or other agenda item for decision, or when questions are invited on an agenda item, a Registrant will be entitled to speak up to two times, for no longer than two (2) minutes each time.
7. A Registrant who wishes to speak a second time on an ~~issue or motion~~ item must wait until those who wish to speak on it for the first time have done so. A Registrant who asked a question may ask up to one follow-up question within the same 2 minute time slot.
8. Debate must be related to the pending motion or agenda item. The Chair may alternate between proponents and opponents to a pending motion, if needed. The Chair will have discretion to manage the meeting time and allocate time as appropriate for questions and debate.
9. Whether speaking or whether communicating virtually, Registrants must observe decorum, must avoid personal attacks and disorderly or discourteous behaviors, and are expected to help maintain **a safe, respectful and inclusive meeting environment**.
10. The Chair may interrupt a Registrant who does not adhere to a meeting rule when, in the Chair's assessment, such conduct can erode the safety of the meeting environment or undermine the principles of fairness, equality and common sense.

11. Barring any extraordinary circumstances, all Registrants who are attending the meeting either virtually or in person will only be able to cast their votes electronically. The electronic voting platform will be accessible via laptop, tablet, or mobile phone. Registrants are responsible for providing the electronic devices to enable them to vote in this manner.
12. Any Registrant who will be attending the AGM in person and requires an accommodation or assistance regarding the use of electronic devices to cast their votes electronically is requested to advise the AGM organizers of their needs as soon as possible and by no later than the registration deadline. The organizers will endeavour to meet reasonable accommodation requests, however, this may not be possible for requests made after the registration deadline.
13. In the event that voting at the AGM cannot be conducted electronically, the Chair, in their sole discretion, will direct an alternative method of determining the outcome of the vote.
14. Minutes of the AGM will be made available following the AGM and will be open for review and comment for 30 days from the date of publication. At the close of that period, the Board will make any requisite changes to the minutes and approve them for the final record.

OPEN SESSION

ITEM 3.4

| | |
|---------------------------|---|
| DATE | June 20, 2025 |
| REPORT TO | Board for Decision |
| FROM | Stuart Nash, P.Eng., Manager, Individual Audits and Practice Reviews |
| SUBJECT | Percentage of Individual Registrants to be randomly selected for compliance audit |
| LINKAGE TO STRATEGIC PLAN | We have efficient and effective systems in place to enable modern regulation. |

| | |
|---------|---|
| Purpose | The Board is requested to review and approve the percentage of individual registrants to be randomly selected for compliance audit in fiscal year 2026. |
| Motion | That the Board approve setting the percentage of individual registrants to be randomly selected for compliance audit in FY2026 at one percent. |

BACKGROUND

Engineers and Geoscientists BC Bylaw 8.6(1) states:

“The Board must annually determine the percentage of individual Registrants who will be selected for a compliance audit through a random selection process”.

In fiscal years 2023-2024 and 2024-2025, the Board set the percentage of individual registrants to be randomly selected for compliance audit at one percent.

The compliance audit program for individual registrants began on July 1, 2023. The number of audits that can be carried out is based on the number of assessors. On average, currently, one assessor can carry out 125 individual audits per year. There are two full-time individual audit assessors and in FY2025, approximately 29,000 registrants were eligible for audit selection. Therefore, assuming the same rate of progress, staff are on track to conduct just under the one percent rate set last fiscal year as target.

DISCUSSION

It is recommended that the percentage of individual registrants to be randomly selected for compliance audit remain at one percent for FY2026.

The main reasons for this recommendation are as follows:

1. A one percent selection sampling is consistent with other regulatory authorities.
2. The Random Selection Policy approved by the Audit and Practice Review Committee has been updated to exclude individual registrants whose employer is undergoing a firm audit. This will extend the reach of the Individual Audit Program as individual registrants who have had no interaction with Engineers and Geoscientists BC's compliance audit programs will have an increased likelihood of being selected for audit.
3. Maintaining one percent selection allows audit assessors to contribute to program improvements and address audit findings trends, such as through the creation of webinars, that will have an impact on more than just the individual registrants who are selected for an audit.

Note that because the number of registrants increases each year, keeping the percentage at one percent will still result in more audits being carried out in future years and additional assessors may be required. Although no additional audit assessors have been included in the budget for FY2026, should the Board wish to increase the number of individual audits in the following fiscal year, it will be included in the budget for FY2027. It is worth noting that should there be a desire to increase the number of individual audits, significant lead time is required for recruitment, training, and for the new assessor(s) to reach full performance expectations.

Staff will continue to identify ways to improve the efficiency and effectiveness of the Individual Compliance Audit Program, as well as the Firm Compliance Audit Program, so that both audit programs can work together more cohesively to protect the public interest.

RECOMMENDATION

The Board approve maintaining the percentage of individual registrants to be randomly selected for compliance audit in FY2026 at one percent.

MOTION

That the Board approve setting the percentage of individual registrants to be randomly selected for compliance audit in FY2026 at one percent.

OPEN SESSION

ITEM 4.2

| | |
|---------------------------|---|
| DATE | June 20, 2025 |
| REPORT TO | Board for Decision |
| FROM | Ramin Seifi, P.Eng. FEC, Director, Professional Practice Standards and Development Harshan Radhakrishnan, P.Eng., FEC, SCR®, Manager, Climate Change and Sustainability Initiatives Virginie Brunetaud, P.Ag., CC-P, Climate Strategist |
| SUBJECT | Engineers and Geoscientists BC's Organizational Climate Change Strategy |
| LINKAGE TO STRATEGIC PLAN | Social Responsibility: We have a positive impact on the world – by advancing EDI, reconciliation with Indigenous Peoples, and climate action and sustainability. |

| | |
|---------|--|
| Purpose | To obtain Board approval of Engineers and Geoscientists BC's Organizational Climate Change Strategy. |
| Motion | That the Board approve Engineers and Geoscientists BC's Organizational Climate Change Strategy as presented. |

BACKGROUND

Engineers and Geoscientists BC has long demonstrated leadership in recognizing the importance of addressing climate change and taking steps to address its implications for the practice of the professions. Engineers and Geoscientists BC's 2022-2027 Strategic Plan highlights climate action as a critical imperative under Social Responsibility.

The Climate Change Action Plan (CCAP), approved by the Board in 2020, outlined the foundational steps to integrate climate considerations into professional practice. As detailed in the updated Climate Change Position Statement, endorsed by the Board in February 2025, Engineers and Geoscientists BC is committed to advancing climate action as part of its public interest and environmental protection mandate and expects registrants to consider the impact of their work on the climate and the impacts of climate change on their work to deliver sustainable solutions.

Building upon these baselines, Engineers and Geoscientists BC has now developed an Organizational Climate Change Strategy (the Strategy) to further embed climate action into its operations and regulatory activities.

The Strategy (attached) advances Engineers and Geoscientists BC's public interest mandate under the *Professional Governance Act* while operationalizing the Strategic Plan and updated Climate Change Position Statement. It reflects Engineers and Geoscientists BC's unique role as a regulator to lead by example and empower registrants to address climate risks, while aligning with federal and provincial climate initiatives and ensuring that equity and reconciliation are seamlessly integrated into related activities and decision-making processes.

Further, it provides an opportunity to demonstrate leadership by offering a model to integrate climate action into organizational work and activities, serving as an example for both individual and firm registrants, and other professional regulators to follow suit.

CONSULTATION

As part of the development process, extensive consultation was carried out as outlined below:

- **February-March 2024:** Engineers and Geoscientists BC's all staff
- **Late 2024:** Internal departments and the Climate Change & Sustainability Advisory Group
- **February 2025:** Eight one-on-one SME interviews with expertise in a range of areas
- **February 2025:** Five focus groups consisting of individual and responsible registrants

The groups participated in various formats, including pre-engagement activities, one-on-one interviews and focus groups. Feedback collected from these sessions was used to create an intentions paper and a survey. All registrants were invited to respond to both, and the information acquired served as supplemental feedback to the information gathered from the one-on-one interviews and focus sessions. The consultations provided valuable feedback on select initiatives and ensured diverse perspectives are incorporated into the Strategy.

KEY ELEMENTS OF THE STRATEGY

The Strategy is structured around two high-level goals:

1. Lead by Example
2. Support Registrants

The goals are supported by six objectives, building on the foundation laid by the CCAP. They outline practical steps the organization can take to demonstrate leadership on climate change, while also equipping registrants to integrate climate considerations into their professional practice.

IMPLEMENTATION CONSIDERATIONS

Engineers and Geoscientists BC is already advancing key components of the Strategy, including: a) completing a greenhouse gas emissions baseline inventory; b) launching the climate resilience assessment of building and operations; and c) applying a climate lens to the development of professional practice guidelines.

Upon Board approval, the Strategy will be operationalized based on a phased approach for implementation over the next five years, led by the climate change and sustainability team of staff. The staff team will coordinate implementation efforts, based on a more detailed outline of

actionable items, as deemed appropriate based on internal review of resource implications. The team will also act as an internal resource supporting the work of other departments, with the aim of operationalizing the Strategy across the organization; and further to assist in the integration of climate-related priorities into existing workflows, where applicable. Annual update progress reports to the Board are anticipated starting in June 2026.

While the Strategy implementation timeline is five years, a formal mid-term review in 2027, informed by environmental scans, Indigenous partner feedback, and registrant input, will ensure the strategy achieves the intended goals and objectives and is aligned with emerging science, regulatory shifts, and equity-related priorities.

RECOMMENDATION

It is recommended that the Board approve Engineers and Geoscientists BC's Organizational Climate Change Strategy as presented.

MOTION

That the Board approve Engineers and Geoscientists BC's Organizational Climate Change Strategy as presented.

APPENDIX A – Engineers and Geoscientists BC's Organizational Climate Change Strategy



ENGINEERS &
GEOSCIENTISTS
BRITISH COLUMBIA

Organizational Climate Change Strategy

VERSION 1.0
JUNE 5, 2025

Working Together for a Resilient and Sustainable Future

Background

Climate change represents one of the most urgent environmental and socio-economic challenges facing society today. In British Columbia, it is already reshaping our landscapes and impacting our infrastructure, with increasing wildfire frequencies, intense precipitation and flooding, coastal erosion, warmer temperatures and prolonged drought, underscoring the critical need for immediate, comprehensive and multi-faceted action.

Climate change is a critical public safety concern. Engineers and Geoscientists BC must take action to fulfill its regulatory mandate of protecting the public interest, in accordance with the *Professional Governance Act (PGA)*. Under the *PGA*, Engineers and Geoscientists BC has an obligation to support registrants in addressing changes to practice environments and other emerging issues, including those related to climate change.

As an organization, we are committed to addressing emissions and resilience within our operations and understand the opportunity and obligation to support registrants in doing the same. Through the 2022–2027 Strategic Plan and Climate Change Action Plan, Engineers and Geoscientists BC is committed to advancing climate action as part of our public interest mandate. Our Climate Change Position Statement, updated and formally endorsed by the Board in February 2025, encourages registrants to consider both the impacts of their work on the climate and the impacts of climate change on their work to deliver sustainable solutions.

This Organizational Climate Change Strategy (the Strategy) advances Engineers and Geoscientists BC's strategic vision by seeking to uphold public trust in the professions, advancing future-ready professional practice, and fostering cross-sectoral collaboration. It also reinforces our broader commitment to social responsibility by addressing the connections between equity, diversity and inclusion, Truth and Reconciliation, sustainability, and climate action.

Effective climate action must uphold Knowledge Systems held by Indigenous Peoples—the longstanding stewards of the land that is now called British Columbia. This approach aligns directly with best practices in Truth and Reconciliation efforts, acknowledging historical injustices. Engineers and Geoscientists BC will continue to explore how to uplift Indigenous Knowledge Systems to develop sustainable solutions.

The development of this Strategy was shaped by extensive engagement with staff, and by targeted outreach to registrants—including those working in climate-related areas of practice as well as the broader registrant community—through interviews, surveys, and other engagement methods.

Vision

This Strategy is rooted in Engineers and Geoscientists BC's Climate Position Statement (February 2025), which articulates our long-term vision and clarifies our regulatory role in addressing climate change:

Safeguarding the public interest by enabling pathways for engineering and geoscience professions to advance a sustainable, equitable, and climate-resilient future.

Goals and Objectives

This Strategy aims to achieve the following overarching goals:

Goal #1: Lead by example through operational initiatives that advance climate action and resilience, inspiring others to act through our corporate sustainability commitments; and,

Goal #2: Support registrants in effectively reducing emissions, managing climate risk and integrating sustainability in professional practice by utilizing the full range of regulatory tools.

Each goal is supported by three actionable objectives which represent the desired outcomes of the strategy. The organization will report on the progress made in achieving the strategic goals and objectives annually. We will also periodically assess if the goals have been met and update the Strategy to reflect new direction as appropriate. An online tracker will provide transparency on the progress of this strategy to registrants.

Goal #1 - Lead by Example

Engineers and Geoscientists BC will take action to improve its own emissions profile and ability to be resilient to climate change. The following objectives serve to guide Engineers and Geoscientists BC staff to embed climate action into our organizational culture and operations and provide leadership to encourage organizational change for registrant firms.

OBJECTIVE 1.1: Reduce Operational Emissions

Engineers and Geoscientists BC will demonstrate leadership in reducing operational emissions by aligning our approach with internationally recognized best practices such as measuring and disclosing emissions, setting science-based reduction targets and developing a roadmap to achieve them. By taking transparent, credible and proactive steps to reduce our emissions, we not only fulfill our social responsibility commitments but also model an example of the climate-conscious operations we encourage across the engineering and geoscience professions.

OBJECTIVE 1.2: Enhance Operational Resilience

Just as registrants are required to consider the impact of climate change on their work, Engineers and Geoscientists BC needs to consider the likely threats that climate change will pose to our own operations. We will demonstrate leadership in enhancing operational resilience by regularly assessing the existing and potential future risks to our facilities, systems, and services. This includes embedding climate considerations into business continuity and infrastructure planning to adapt to future climate conditions. By taking anticipatory steps to safeguard our operations, we reinforce our ability to serve the public interest under changing conditions.

OBJECTIVE 1.3: Embed Climate Action into Organizational Culture and Governance

Climate change and sustainability will be integrated as appropriate into strategic planning, decision-making processes, and corporate governance practices to ensure adequate resources are allocated for implementation. Clear procedures will provide staff with training and direction to appropriately address climate change and sustainability in their work. By aligning our values, systems, and leadership with climate goals, we highlight that climate action is a shared responsibility.

Goal #2 – Support Registrants

Engineers and Geoscientists BC will clarify the responsibilities of registrants to address climate change in their work and support them in achieving their responsibilities through practice-relevant programs and tools.

OBJECTIVE 2.1: Provide Guidance and Resources

Providing guidance and support to registrants through continuing education is a key mandate of the organization. It helps registrants stay up to date on the latest advances in their areas of expertise and to maintain the high standards expected of them. Engineers and Geoscientists BC will revisit and expand the guidance and resources available to individual and firm registrants to empower them in considering climate change mitigation, adaptation, and resilience as well as sustainability in their professional practice. The resources provided will cover a broad range of topics and sectors, recognizing the various industries and areas of practice of our registrants.

OBJECTIVE 2.2: Expand Collaboration with External Organizations

By fostering cross-sectoral collaboration, Engineers and Geoscientists BC will strengthen support for registrants by sharing knowledge and resources, aligning efforts with broader professional and industry standards, and coordinating action in response to climate change. This includes collaboration with organizations that inform professional practice and help advance equity across BC and Canada. It also includes collaboration with Indigenous organizations and Nations in a respectful and mutually beneficial manner. Collaborative approaches may involve leading efforts, providing technical and regulatory support, or partnering strategically with other organizations on climate change and sustainability initiatives.

OBJECTIVE 2.3: Build Skills in New and Future Registrants

To advance future-ready professional practice, Engineers and Geoscientists BC will provide climate change and sustainability guidance to prospective and new professional engineers and geoscientists. By embedding awareness from the outset, they will be equipped with the skills needed to have a positive impact on climate change and sustainability as early in their careers as possible.



OPEN SESSION ITEM 4.3

| | |
|---------------------------|---|
| DATE | June 20, 2025 |
| REPORT TO | Board for Information |
| FROM | Megan Archibald, Director, Communications and Engagement Dave Pinton, Associate Director, Communications and Engagement Tara Bushman, Manager, Communications |
| SUBJECT | Registrant Engagement Results 2024-2025 |
| LINKAGE TO STRATEGIC PLAN | Clarify our organization's role through clear communication that builds confidence and trust with our registrants and the public |
| PURPOSE | For Board to review the results of registrant engagement in 2024-2025 |
| MOTION | For information |

EXECUTIVE SUMMARY

This report summarizes registrant engagement activities conducted between October 2024 and June 2025. Key findings include improved trust metrics, a strong preference for surveys and virtual engagement, and a desire for a light-touch relationship. These insights will inform the final engagement framework and approach to be presented in Fall 2025.

BACKGROUND

As part of the 2022-2027 Strategic Plan, the **Building Trust with Registrants** project addresses the strategic imperative of **Trusted Partnerships**, by aiming to “clarify our organization’s role through clear communication that builds confidence and trust with our registrants and the public.”

In addition, the Board passed a motion in 2023 to mitigate impacts on engagement and geographic inclusion following the transition of the Branch Program to the new advocacy body. The removal of this program requires Engineers and Geoscientists BC to re-think how it engages with registrants and how to maintain a relationship with registrants now that its function is primarily regulatory.

This project recognizes that meaningful engagement is essential to a strong regulatory framework. By creating space for dialogue and input—particularly as decisions are being made—we can better understand the impact of our actions, strengthen relationships, and reinforce trust. The goal is to establish a thoughtful, consistent approach to engagement that supports our mandate and reflects our registrants' needs.

The project consists of three phases:

| PHASE | GOAL | KEY ACTIVITIES |
|--|--|---|
| Phase 1 January - June 2024 | Develop Consultation and Engagement Framework to guide our engagement efforts | <ul style="list-style-type: none"> Gathered feedback from staff and branch volunteers |
| Phase 2 October 2024 - June 2025 | Engage registrants and incorporate their feedback into approach | <ul style="list-style-type: none"> Gathered feedback from conference attendees, focus groups and survey participants |
| Phase 3 July – Sept 2025 | Formalize our approach to engagement so it is conducted in a consistent, resourced, considerate, and planned way | <ul style="list-style-type: none"> Present recommendations to board |

PHASE TWO FINDINGS

In Phase two of this project (October 2024 – June 2025), we collected feedback from three distinct groups of registrants:

1. Annual Conference Booth and Survey (100 in-person and 32 virtual interactions estimated)
2. Communication Insights Focus Groups (29 virtual attendees)
3. Registrant Insights Survey (3,850 participants)

KEY INSIGHTS

1. Trust and Satisfaction Are Improving, But Some Gaps Remain

The 2025 Insights Survey shows that:

- The Trust Index Score (average of survey question results) increased from 77 to **80 this year**
- 78%** of registrants rated EGBC's performance as "Good" to "Excellent" as a regulator
- 72%** agreed that EGBC is transparent, and **76%** agreed it is reliable

However, **15% are neutral and 8% disagree** that EGBC is transparent, highlighting opportunities to improve clarity and follow-through.

2. Registrants Value Surveys and Virtual Engagement

Across all three groups, **electronic surveys** emerged as the most preferred method of engagement (over 80% in the Insights Survey), followed by **virtual focus groups** and **in-person events**.

Focus group participants also emphasized the flexibility and accessibility of surveys, especially when paired with clear communication about how feedback will be used.

3. Continuing Education, Regulatory Changes, and Practice Guidance Are Top Topics

From the Registrant Insights Survey, Continuing Education (47%), Regulatory Changes (34%), and Practice Guidance (28%) were the top three topics they would like to provide feedback on.

Climate Change, Artificial Intelligence, and the Registration Process were also consistently prioritized from Conference attendees and focus group participants.

4. Most Registrants Prefer a Light-Touch Relationship

When asked about their ideal relationship with EGBC:

- **43%** preferred “occasional feedback” (engaging when necessary or requested)
- **27%** preferred “limited interaction” and **16%** preferred “basic compliance”
- **13%** wanted “active involvement” or “highly engaged partnership”

This suggests that while registrants value engagement, most prefer **efficient, low-friction communication** rather than frequent or intensive involvement.

OPEN SESSION

ITEM 4.4

| | |
|---------------------------|--|
| DATE | June 20, 2025 |
| REPORT TO | Board for Information |
| FROM | Michelle Mahovlich, P. Eng., P.Geo., FCSSE, FEC |
| SUBJECT | Selection of Nominees for Election to the Board |
| LINKAGE TO STRATEGIC PLAN | We have efficient and effective systems in place to enable modern regulation |

| | |
|---------|--|
| Purpose | To provide an overview of the merit-based selection process and the nominees selected for election to the Board. |
| Motion | No motion required. For information only. |

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview of the process followed by the Nomination Committee to identify and select candidates to be put forward for the one (1) vacant Board position in the 2025 Engineers and Geoscientists BC Board election.

The Committee completed a rigorous process that was compliant with all requirements, and included the following activities:

1. Candidate selection criteria: In accordance with the principles of merit and integrity, the Nomination Committee utilized a revised Board composition matrix to help evaluate gaps on the current Board and the skills and attributes of applicants.
2. Call for nominations: The call for nominations was open for two months and actively advertised through EGBC communications and networks.
3. Candidate selection: The Nomination Committee received twenty-one (21) applications. The review process consisted of an initial phone interview, a review of redacted and unredacted applications, and a final interview of shortlisted candidates.

The Committee selected two candidates for the 2025 Board election:

- Carolyn Hillard, P. Eng.
- Karen Ling, P. Eng.

BACKGROUND

The Nomination Committee is charged with selecting a list of candidates for Engineers and Geoscientists BC's Board that they believe best demonstrate the qualities needed for strong governance of the organization. As per the *Professional Governance Act* (PGA) and the organization's Bylaws, all candidates standing for election must be approved by the Nomination Committee, using a merit-based selection process.

The 2025 Nomination Committee comprises the following members:

- Michelle Mahovlich, P. Eng., P.Geo., FCSSE, FEC, Immediate Past Board Chair, Nomination Committee Chair
- Brian Guy, P. Geo., Committee Member
- Kathryn Holm, P. Eng., Committee Member
- Alison McMahon, Committee Member
- Carol Park, P. Eng., FEC, Committee Member
- David Wells, Committee Member

This year, there is one (1) vacancy for the position of Board member.

The PGA requires that the Nomination Committee make a reasonable attempt to nominate at least one more nominee than the number required to fill the current or expected vacancies.

At the conclusion of the Nomination Committee's work, the PGA requires a report be produced for the current Board specifying:

1. How the selection of nominees meets the requirements of the Act, any other applicable Act, the regulation, and any other applicable bylaws, and
2. How the nominees meet the criteria set out in the call for nominations

REQUIREMENT OF ACT, REGULATION & BYLAWS

As directed by the PGA, only candidates approved by the Nomination Committee through a merit-based process may stand for election to the Board. The merit-based selection process established by the Board and administered by the Nomination Committee was fully compliant with the requirements of the PGA, the Regulation, and applicable bylaws.

CANDIDATE SELECTION CRITERIA

The selection of registrant Board members is conducted in accordance with the following two selection principles:

1. **Merit:** A nomination committee selects candidates based on merit, evaluating the skills and experience of a nominee(s) that are determined to best meet the needs of the regulatory body, and
2. **Integrity:** A nomination committee considers information about the nominee(s) that may support, affect, or compromise the nominees' capacity:
 - a. To perform and uphold the duties and functions of a registrant Board member with objectivity and honesty, and
 - b. To act ethically without seeking improper personal or corporate gain that would not normally be accepted as compensation by the nominee as a professional.

In support of these selection principles, the Board has established a merit-based selection framework to ensure that the candidates selected are highly qualified to fulfill their roles and responsibilities. The candidate selection framework includes:

- With reference to the Board composition matrix, conducting a gap analysis to prioritize desired skills, competencies, and experience for the upcoming year, including consideration of diverse perspectives and backgrounds;
- Evaluating all prospective nominees against the desired skills and competencies; and
- Interviewing prospective nominees to confirm experience and competencies before the Nomination Committee selects its final list of candidates.

In 2019, the Board introduced a composition matrix to better understand and optimize its skills and expertise. In 2024, this matrix was significantly revised to reflect the Board's evolution and maturity. The updated matrix emphasizes the fundamental skills, practices, and knowledge of Board members and identifies areas of specialized expertise to enhance the Board's overall effectiveness.

A more nuanced approach to gap analysis was taken this year, with decreased emphasis on specific high-priority specialized skills compared to previous years. This was due to several factors, including (a) the application of the updated composition matrix, which identifies a richer and more complex mix of both fundamental and specialized attributes, and (b) the fact of having only one vacancy on the Board to fill through this election. With this shift in mind, the gap analysis for 2025 identified the following themes:

- Change Oversight, Financial Expertise, and Legal Expertise as higher priority specialized skills
- Climate, Environmental Impact, and Sustainability Leadership and IT Systems Oversight/Artificial Intelligence as medium priority specialized skills

- Continued importance of attention to skills that were not prioritized, especially those that contribute to the diverse perspectives and well-rounded capabilities essential to addressing challenges and opportunities the Board will encounter
- Ongoing importance of geoscientist representation on the Board to enrich its composition

To support the Committee in its selection process, Watson Advisors, an external consultant firm with extensive experience supporting organization and board recruitment, was retained.

To ensure the process was objective as possible, the Committee was provided with unconscious bias training and continued utilizing methodologies first introduced in 2021 to help reduce any unconscious and unintentional bias in its selection process. In the first phase of the evaluation process, select information, including personal identifiers were redacted in the Committee's review of applications, ensuring the review and evaluation, to the extent possible, was based on each candidate's skills and experience. In the second phase of evaluation, diversity information was provided to support the Committee in incorporating diversity in its decision-making. The Committee also continued practices to reduce bias in the selection process (e.g., use of a standard evaluation guide, scheduled breaks to reduce recency effect).

CALL FOR NOMINATIONS

The call for nominations opened on January 13, 2025, and closed on March 14, 2025. The opportunity was communicated to registrants through the following channels:

- The organization's website
- E-news articles
- Social media posts
- All-registrant email
- All-staff email encouraging them to spread the word to their networks
- Outreach to various volunteer groups, including the Board, branches, statutory committees, and divisions
- Outreach to various underrepresented groups

In addition, the Committee Chair offered one-on-one informational sessions for potential applicants to discuss service on the Board.

All prospective nominees were asked to provide the following:

1. Written summary of their interest to serve on the Board
2. Current CV
3. Details of their experience related to the desired skills and competencies
4. Answers to supplementary conflict of interest and declaration questions

5. Three references

As part of the declaration questions, prospective nominees were asked to identify any circumstances that may place the candidate in a real or potential conflict of interest and disclose any circumstances that could have a potential impact on their duty to Engineers and Geoscientists BC or on the credibility of the organization. EGBC staff confirmed all candidates to be registrants in good standing and not the subject of any disciplinary action.

CANDIDATE SELECTION

At the close of nominations, a total of **twenty-one (21) candidates** submitted applications for the position of Board member. All candidates received a first phone interview.

The Nomination Committee reviewed and assessed all prospective nominees against the desired skills and competencies using a two-step process (redacted profiles to reduce unintentional bias, and then unredacted profiles). The Committee then shortlisted candidates for a more comprehensive interview.

All members of the Nomination Committee participated in the interviews, which occurred over two days. Key objectives for the interviews included consistency and equal treatment of all candidates. These were achieved by conducting all interviews using Microsoft Teams video conferencing technology and asking a prescribed set of questions designed to ascertain the motivations underlying a candidate's interest to serve Engineers and Geoscientists BC and self-assessments of their skills and experience against the prioritized competencies. All interviews lasted approximately 45 minutes to ensure all candidates had the same opportunity to answer and ask questions. Among the considerations of the interview panel were:

- Skills, experience, and perspectives related to regulatory, governance, and leadership and collaboration fundamentals
- Areas of specialized skills and knowledge that would enable unique and impactful contributions
- Defined rationale, including values and personal motivators, for wanting to serve as a Board member of Engineers and Geoscientists BC
- Confirmed willingness and commitment to dedicate the time required to serve
- Confirmation of their employer's understanding and willingness to grant the time required to serve

The Committee's deliberations included the consideration of the role requirements, the prioritized skills, and the Committee's assessment of the candidate's skills, competencies, and experience. Throughout the process, the Nomination Committee ensured the process adhered to the following procedural principles outlined in the Regulation:

- **Fairness:** selection procedures were objective and impartial, applied consistently, promoted equality, and free from discrimination, harassment, and

victimization;

- **Transparency:** advertisements were designed to attract qualified and diverse field of suitable nominees, included information about positions and election process, and were published on a publicly accessible website;
- **Accountability:** selection procedures were consistent with applicable laws and designed to promote public confidence in the governance of the regulatory body; and
- **Independence:** the Nomination Committee and its members were free from influence by the Board, registrants of the regulatory body, the government, or other parties.

Following a comprehensive and rigorous selection process, the Nomination Committee nominated the following two (2) candidates to stand for the 2025 Engineers and Geoscientists BC Board election.

| Candidates | Discipline | Location |
|--------------------------|---------------|-----------|
| Carolyn Hillard, P. Eng. | Metallurgical | Vancouver |
| Karen Ling, P. Eng. | Civil | Vancouver |

The list of nominees will be published on the Engineers and Geoscientists BC website and included in the July issue of E-news.

This year's applicant pool was both strong and diverse. On behalf of the Committee and the organization, the Chair wishes to thank all those applicants who put themselves forward for consideration.

The Chair recognizes and thanks the members of the Nomination Committee for their comprehensive and thoughtful evaluation of nominees for the 2025 Engineers and Geoscientists BC Board election, and for their considerable volunteer time and effort. The Chair, and the Committee at large, also recognizes the great work and heavy lifting that Watson Advisors did to aid the Committee in screening the applications and developing critical interview materials, as well as EGBC staff Deesh Olychick, Will Morrison, and Tracy Richards for their ongoing support throughout the process.

Respectfully submitted,



Michelle Mahovlich, P. Eng., P.Geo., FCSSE, FEC, Chair, Nomination Committee

OPEN SESSION

ITEM 4.6

| | |
|-----------|---|
| DATE | June 20, 2025 |
| REPORT TO | Board for Information |
| FROM | Heidi Yang, P.Eng., FEC, FGC (Hon.), Chief Executive Officer |
| SUBJECT | CEO Report to Board |
| Purpose | This report highlights some of the activities of the Organization related to policy work, implementation of the Strategic Plan and ongoing Regulatory duties since the April 25, 2025 meeting of the Board. |
| Motion | No motion required. |

1. ACEC BC COLLABORATIVE PROJECT

Engineers and Geoscientists BC is collaborating with the Association of Consulting Engineering Companies in BC (ACEC-BC) on an Engineering Workforce Data Project. The project aims to better understand BC's engineering workforce to address supply and demand for engineers. BC's Labour Market Outlook forecasts demand for engineers to exceed normal population growth by 1-2% for the foreseeable future, resulting from both worker replacement and demand expansion. Aligning supply with demand is achieved through a combination of many factors including immigration, migration and new graduates. The relative importance of each labour source is not known and harms industry's ability to meaningfully affect policy and education and to engage and retain professionals in engineering.

In partnership with ACEC-BC, the project will analyze registrant data to develop an understanding of our current workforce so that effort toward engagement and retention of professionals in BC can be better directed. The study is expected to generate an understanding of our reliance on capacity from outside BC and Canada, the link between post-secondary institutions and local supply, and may assist us in better supporting internationally trained professionals. The study will also include some analysis of the geoscience workforce; primary focus will be on engineering. Note that prior to the execution of this project, a Privacy Impact Assessment was completed in addition to a legal review to determine acceptability of data sharing.

2. MANDATORY CE MODULE (Truth & Reconciliation)

Each year, Engineers and Geoscientists BC provides a mandatory Regulatory Module for our Registrants. This year's Mandatory Learning module for 2025-26 is about Truth and Reconciliation. Rather than build a complete module from the ground up, we have purchased a complete course from Indigenous Corporate Training as a more cost-effective solution. Bob Joseph, a renowned Indigenous leader and trainer, delivers this course and brings a unique perspective and some tips on journeying towards 'Reconciliation', including tips on building relationships with Indigenous communities. The course covers information from the pre-contact period to the present and includes downloadable resources. Each section ends with FAQs, statements, or other resources from public discussions, surveys, and reviews, which will help registrants connect and relate to the course.

3. PRACTICE GUIDELINES DETERMINATION

Staff and the Professional Practice Advisory Group (PPAG) developed a new process for submitting and prioritizing professional practice guidelines and advisories.

A "Request for Guidance" form is available on the website for topic submissions. These topics are reviewed by one of four technical advisory groups, who prioritize them based on risk and submit proposals to the PPAG. The PPAG and staff assess topics using a risk matrix to decide which projects to proceed with, based on risk and resource availability.

The PPAG and staff have rated 8 topics using the new risk-based process since November 2024 and the feedback on this process has been very positive. As a result, staff have prioritized 4 additional guideline/advisory projects for FY2026, including, a new guideline on Considerations for Subsurface Investigations in the Construction and Resource Sectors and an update to the Geotechnical Engineering Guidelines for Buildings to include deep excavation considerations.

4. STAFF WORKSHOP ON COLLABORATION

On May 5th, the whole organization got together in-person for an all day workshop on Collaboration. It was wonderful to see our whole organization together in the same room, and the vibe was energizing! Grounded by our value of Collaboration defined as "working together, thinking inclusively, and celebrating shared success", we learned about emotional intelligence, diversity of voice, and other collaboration skills. We even got to put it in motion with a hands on activity where collaboration was essential. Post workshop, staff are working on their goals coming out of the collaboration workshop and will be sharing their progress with their accountability partner in the next month. What a meaningful way to spend time with colleagues!

5. ENGAGEMENT SURVEY

The organization will conduct an employee engagement survey in September 2025. All employees will be invited to complete the survey. Results will improve insight into the level of engagement employees have with their work, teams, leaders, and the organization as a whole through a variety of lenses. We will understand more deeply what is important to

employees and how engagement levels have changed since our last engagement survey in 2023.

6. TRUTH AND RECONCILIATION STRATEGY

As part of our ongoing commitment to advancing reconciliation and in alignment with our strategic plan under the Social Responsibility pillar, we have initiated the development of the organization's Truth and Reconciliation Strategy.

This important work is being undertaken in alignment with the Professional Governance Act (PGA) and the requirements of the Office of the Superintendent of Professional Governance (OSPG) with respect to reconciliation.

We are partnering with Indigenous consultants, Porttris Group, to ensure the process is infused with cultural integrity and expertise.

Currently, we are in the consultation and engagement phase, inviting input from key partners including Indigenous communities and organizations, other regulatory bodies, government, industry, and academia.

In parallel, our newly formed EDI and Truth and Reconciliation volunteer groups are actively contributing to ensure the work reflects diverse voices and lived experiences.

Our objective is to complete the strategy by the end of 2025 and present it to the Board for approval in February 2026. Further updates on this strategy will be integrated into future Strategic Plan Updates.

7. ENGINEERS CANADA UPDATE

Engineers Canada held weeklong meetings in Vancouver from May 20-24th that included CEO Group Meetings, President's Group Meeting, the GC Board meeting and the Annual Meeting of Members. Priorities for Engineers Canada include revamping the accreditation of universities so that it is modernized (i.e. outcomes-based learning) with a more streamlined process, and completing an internal governance review (items such as board size, competency based board selection, among others will be considered and benchmarked against other similar organizations).

Engineers Canada's Board meeting was held on May 23rd in Vancouver. Highlights include:

- CEAB and CEQB Appointments including Sathish Gopalakrishnan representing Engineers and Geoscientists BC at CEAB
- The CEO provided an update on the Futures of Engineering Accreditation and is considering moving forward on an outcomes-based pilot with some interested large universities.
- The marketing campaign "The Building Tomorrows" finished with 278 M impressions, 1.1 M clicks, and 1 M site visits—well above benchmarks
- Approval of the Engineers Canada paper "Considering Emerging Areas of Engineering Practice" of which Engineers and Geoscientists BC was a contributor

- Election of President-Elect Darlene Spracklin-Reid from Newfoundland and Labrador

The Annual Meeting of Members was held on May 24th. Key decisions included:

- Appointment of Auditors to be Raymond Chabot Grant Thornton
- Approval of the 2027 per Capita Assessment Fee to be set at \$11 per registrant
- Election of Directors, including Michael Wrinch from BC as Past President, and John Van der Put from Alberta as President
- This will be Michael's last year on the Engineers Canada board, and recruitment for a new BC Director rep will be occurring in Winter 2025 using Engineers Canada's competency matrix.

In addition, Engineers Canada held an engaging 30x30 conference on May 22nd.

8. GEOSCIENTISTS CANADA UPDATE

At the time of writing this report, there were no Geoscientists Canada meetings since the last update in April.

Geoscientists Canada's next meetings will be held in Toronto June 6-7, 2025, which will include the CEO Group Meeting, President's Group Meeting, the GC Board meeting and the Annual Meeting of Members. As part of these meetings, the participants will also be helping Professional Geoscientists Ontario celebrate their 25th anniversary!

Any applicable highlights of the Geoscientists Canada Meetings will be provided during my verbal CEO Report update.