ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OVERALL AGENDA

DATE	February 21, 2025
	Hybrid Event
LOCATION	Engineers and Geoscientists BC office (Dan Lambert Boardroom) & Virtually Via Teams (*Meeting Link Sent Via Outlook Invitation)*

Meeting Schedule

08:30 – 08:45	**CEO/Chair Meeting Framing**
08:45 – 10:15	**Closed Session**
10:15 – 10:25	**Morning Break**
10:25 – 10:55	**Closed Session (continued)**
10:55 – 11:00	**Break Between Sessions**
11:00 – 12:25	**Open Session**
12:25 – 13:15	**Lunch Break**
13:15 – 13:55	**Open Session (continued)**
13:55 – 14:05	**Effectiveness Survey & Break Before In-Camera Session**
14:05 – 15:30	**In-Camera Session**
15:30	**Adjournment**

For more information, contact Tracy Richards, Board Governance Specialist at trichards@egbc.ca.

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN AGENDA

DATE	February 21, 2025
TIME	11:00 – 13:55 (followed by In-camera session for Board only)
LOCATION	**Hybrid Event** Engineers and Geoscientists BC Office (Dan Lambert Boardroom) & Virtually Via Teams (*Meeting Link Sent Via Outlook Invitation)*

11:00 (3 mins)	**4.0 OPEN SESSION – Welcome Greetings & Call to Order** Chair: Mark Porter, P.Eng., Struct.Eng., FEC **MOTION: That the Board approve the Open Agenda in its entirety.**	
11:03 (2 mins)	4.1 Declaration of Conflict of Interest	
11:05 (12 mins)	4.2 Safety Moment	
11:17 (3 mins)	**5.0 OPEN CONSENT AGENDA** **MOTION: That the Board approve all Items (5.1 to 5.3) on the Open Consent Agenda.**	
	5.1 November 29, 2024 Open Minutes **MOTION: That the Board approve the November 29, 2024 Open Meeting minutes as circulated.**	November 29, 2024 Open Minutes
	5.2 Approval of the 105th Annual General Meeting Minutes **MOTION: That the Board approve the minutes of the 105th Annual General Meeting of Engineers and Geoscientists BC. circulated.** *Will Morrison, Manager, Governance and Policy*	Approval of the 105th Annual General Meeting Minutes

	5.3 Key Performance Indicator Report **For information only.** *Ollie Campbell, Manager, Organizational Performance*	Key Performance Indicator Report
11:20	**6.0 OPEN REGULAR AGENDA**	
11:20 **(20 mins)**	6.1 Engineers and Geoscientists BC's Updated Position Statement on Climate Change **MOTION: That the Board endorses Engineers and Geoscientists BC's updated Position Statement on Climate Change, pending final editorial and legal review.** *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*	Engineers and Geoscientists BC's Updated Position Statement on Climate Change
11:40 **(10 mins)**	6.2 Format of the 2025 Annual General Meeting **MOTION: That the Board approve the 2025 Annual General Meeting to be held in Vancouver, BC using a hybrid format on October 28, 2025, at 2:00 pm.** *Governance Sub-Committee*	Format of the 2025 Annual General Meeting
11:50 **(10 mins)**	6.3 2026 Draft Budget Guidelines **MOTION: That the Board approve the FY2026 Budget Guidelines, as presented.** *Finance, Audit, & Risk (FAR) Sub-Committee* *Jennifer Cho, CPA, CGA, Chief Financial and Administration Officer*	2026 Draft Budget Guidelines
12:00 **(10 mins)**	6.4 FY2025 Q2 Financial Results **For information**. *Jennifer Cho, CPA, CGA, Chief Financial and Administration Officer* *Alicia Tan, CPA, CMA, Director, Finance*	FY2025 Q2 Financial Results
12:10 **(15 mins)**	6.5 Strategic Plan – Year 3 Update **For information**. *Heidi Yang, P. Eng., FEC, FGC (Hon.), Chief Executive Officer*	Strategic Plan – Year 3 Update

12:25 (50 mins)	**LUNCH BREAK**	
13:15 (30 mins)	6.6 Annual Update from Credentials Committee **For information**. *Claudio Arato, P.Eng., FEC, Chair, Credentials Committee* *Jason Ong, Director, Registration*	Verbal
13:45 (10 mins)	6.7 CEO Report (Open) **For information only**. *Heidi Yang, P. Eng., FEC, FGC (Hon.), Chief Executive Officer*	CEO Report (Open)
13:55	**END OF OPEN SESSION**	
13:55 (10 mins)	**MEETING EFFECTIVENESS SURVEY**	
14:05 (85 mins)	**IN CAMERA SESSION**	
15:30	**ADJOURNMENT**	

MINUTES OF THE OPEN SESSION OF THE SECOND MEETING of the 2024/2025 Board of Engineers and Geoscientists BC, held on November 29, 2024 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 Mahovlich, 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)
	Matthew Salmon, P.Eng.	Board Member (2024/2025)
	TJ Schmaltz, JD, FCPHR, SHRM-SCP, ICD.D	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)
	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
	Theresa McCurrie, BSc, PMP	CEO of ASTTBC
Staff		
	Liza Aboud, MBA, ABC, ICD.D	Chief Operating Officer
	Megan Archibald	Director, Communications & Stakeholder Engagement
	David Burns, LLB	Legal Counsel, Policy Manager
	Tanya Hupka	Executive Assistant to CEO
	Stephanie Kwong	Executive Assistant to CFAO, CRO, COO
	Zenith Lawrey	Policy Analyst, LEC
	David Pavan, R. Ph.	Chief Regulatory Officer & Registrar
	Deesh Olychick	Director, Corporate Governance & Strategy
	Will Morrison	Manager, Governance & Policy
	Tracy Richards	Board Governance Specialist
	Mark Rigolo, P.Eng.	Director, Programs and Continuing Education
	Jesse Romano	Associate Director, Investigation & Discipline (LEC)
	Ramin Seifi, P.Eng., FEC	Director, Professional Practice, Standards & Development
	Efrem Swartz, LLB	Director, Legislation, Ethics & Compliance
	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 01:20 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.

The Chair then welcomed everyone to the Open Session and announced that Deesh Olychick, Director, Corporate Governance & Strategy would be the Governance Advisor for the meeting and Veronica Knott would be the EDI Champion.

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 and Theresa McCurrie, BSc, PMP, CEO of ASTTBC.

CO-25-15 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

Board Member Matthew Salmon, P.Eng. provided the Safety Moment for the meeting.

CO-25-16 OPEN CONSENT AGENDA

MOTION **It was moved that the Board approve Item 5.1 on the Open Consent Agenda.**

CARRIED

Motions carried by approval of the Consent Agenda:

5.1 October 17, 2024 Open Minutes

MOTION: That the Board approve the October 17, 2024 Open Meeting minutes as circulated.

CO-25-17 AMENDMENTS TO THE BYLAWS OF ENGINEERS AND GEOSCIENTISTS BC

The Chair began the Open Regular Agenda by announcing that the first item for approval was the amendments to the Bylaws. The agenda package provided in advance of the meeting included a redlined copy of the amendments being proposed. He asked the Board if there were any clarifying questions for the authors of the report. Once all questions were addressed, the following motion was put forward:

MOTION **That the Board approve the attached amended draft Bylaws and authorize staff to forward the amended Bylaws to the Office of the Superintendent of Professional Governance for filing with the minister pursuant to section 37 of the Professional Governance Act.**

CARRIED

CO-25-18 AMENDMENTS TO THE TERMS OF REFERENCE OF THE NOMINATION COMMITTEE

The Chair announced that as a result of the Board approving the recent Bylaw amendments the Terms of Reference of the Nomination Committee would also require amendment. The Chair referred the Board to the corresponding report in the agenda package and the following motion came forward:

MOTION **It was moved that the Board approve the amendments to the Nomination Committee's Terms of Reference.**

CARRIED

CO-25-19 YEAR 3 STRATEGIC PLAN UPDATE

Liza Aboud, Chief Operating Officer delivered a brief presentation highlighting the year-end review of Year 2 - Strategic Plan, the Year 3 - Strategic Plan update, organizational priorities and the path forward.

The floor was then open for questions. This was for information only.

CO-25-20 BOARD LEADERSHIP MODEL & SUCCESSION PLANNING UPDATE

Deesh Olychick, Director, Corporate Governance & Strategy and Will Morrison, Manager, Governance and Policy shared a presentation with the Board updating them on the work undertaken on the Board Leadership Model and Succession Planning. The presentation included a recap of decisions, status update and policy decision ahead relating to the Board Leadership Governance Model and Board Succession Planning for the year ahead.

After the presentation the floor was open for questions.

CO-25-21 FY2025 Q1 FINANCIAL RESULTS & FORECAST

Alicia Tan, CPA, CMA, Director, Finance, spoke to this item and shared a high-level presentation with the Board.

A discussion ensued and all questions were answered to the satisfaction of the Board. There was no motion associated with this item.

CO-25-22 CEO REPORT (OPEN)

Heidi Yang, P.Eng., FEC, FGC (Hon.), briefed the Board on the contents of the CEO Report which highlights some of the activities of the organization related to policy work, implementation of the Strategic Plan and ongoing regulatory duties since the September 2024 meeting of the Board. After the briefing, Mrs. Yang opened the floor for questions.

EDI CHAMPION REFLECTIONS

Board Member Veronica Knott, P.Eng. provided the EDI Reflections for the meeting.

CO-25-23 OPEN INFORMATION REPORTS

- Organizational Climate Change Strategy Development Progress Update

END OF OPEN SESSION

The meeting ended at 02:30 p.m.

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 5.2

DATE	February 4, 2025
REPORT TO	Board for Decision
FROM	Will Morrison, Manager, Governance and Policy
SUBJECT	Approval of the 105th AGM Minutes
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation

Purpose	To review and approve the Minutes of the 105th Annual General Meeting.
Motion	That the Board approve the Minutes of the 105th Annual General Meeting of Engineers and Geoscientists BC.

BACKGROUND

The 105th Annual General Meeting of Engineers and Geoscientists BC was held on Wednesday, October 16, 2024. The AGM Rules of Order state that the AGM minutes must be posted and available for review and comment for a period of 30 days from the date of publication. Under the AGM Rules of Order, the Board makes any requisite changes to the minutes after the review period and approves them for the final record.

DISCUSSION

The minutes were posted online on November 29, 2024, and an email was sent to all attendees to notify them to the comment period. Registrants and trainees were encouraged to review the drafted minutes and inform staff of any corrections by 5:00 pm on December 30, 2024. Staff received no comments or corrections during the review period.

MOTION

That the Board approve the Minutes of the 105th Annual General Meeting of Engineers and Geoscientists BC.

APPENDIX A – Minutes of the 105th Annual General Meeting

MINUTES OF THE 105th ANNUAL GENERAL MEETING OF ENGINEERS AND GEOSCIENTISTS OF BRITISH COLUMBIA

WELCOME, INTRODUCTIONS & TERRITORIAL ACKNOWLEDGEMEMENT

The meeting was held in a hybrid format on Wednesday, October 16, 2024, from the Vancouver Convention & Exhibition Centre East in Vancouver, BC.

The Chair welcomed Elder Larry Grant and Carl Point from Musqueam Nation to the stage to lead the assembly in a territorial greeting to open the AGM. The Chair expressed her gratitude to Larry Grant and Carl Point for their presence at the meeting, and for the Musqueam's stewardship of these lands and waters since time immemorial.

The Chair then proceeded to advise the assembly that the meeting was being live streamed for virtual attendees and would later be made public on the organization's Knowledge Centre. She stated that the legal and notification requirements for the meeting had been met and the meeting duly constituted. After establishing that quorum of registrants was present, Chair, Michelle Mahovlich, P.Eng., P.Geo., FCSSE, FEC, declared the meeting open at 2:10 pm.

The Chair addressed the assembly and provided a high-level overview of what was to be expected at the meeting. Highlights included: updates from the Board and senior staff on the organization's financial standing and how the work conducted over the last year has furthered the Vision set out in the 2022 – 2027 Strategic Plan, updates from several special guests, including the Vice Chair of the BC Society of Engineering and Geoscience, and the President and President-Elect of Engineers Canada and Geoscientists Canada, respectively.

Introduction of 2023/2024 Board

The Chair then introduced the members of the 2023/2024 Board:

Vice Chair: Mark Porter, P.Eng., StructEng., FEC

Immediate Past Chair: Mark Adams, P.Eng., FEC, FGC (Hon.)

Registrant Board Members are:

- Veronica Knott, P.Eng.
- Karen Ling, P.Eng.
- Mahsoo Naderi, P.Eng.
- Matthew Salmon, P.Eng., and
- Jens Weber, P.Eng.

Board Members appointed by government are:

- Bill Chan, CPA, CGA, ICD.D.
- Leslie Hildebrandt, LL.B, ICD.D
- Cathy McIntyre, MBA, C. Dir.; and
- Emily Pagdin, CPA, CMA

Introduction of Staff

The Chair introduced each member of the Engineers and Geoscientists BC Executive Team and also took a moment to thank all of the Engineers and Geoscientists BC staff who were actively participating in the meeting working behind the scenes for their efforts.

Introduction of Parliamentarian

Eli Mina, Registered Parliamentarian, was introduced as the parliamentarian for the meeting.

OVERVIEW OF MEETING RULES AND PROTOCOLS

The Chair reviewed the meeting's rules and protocols for registrants attending in-person as well as those attending the meeting virtually. She informed attendees of the designated question periods for the meeting and respective processes for both in-person and virtual attendees. She also advised registrants of the voting instructions and then launched practice votes to ensure that all attendees could successfully vote using the online module.

ANNUAL REPORT

Overview of Annual Report

The Chair then introduced the presentation of the organization's Annual Report. The Annual Report is made available on Engineers and Geoscientists BC's website and also available to download in the webinar platform.

She advised that discussion would begin with an overview of the organizational achievements and the Audited Financial Statements from Engineers and Geoscientists BC's Chief Executive Officer, Heidi Yang, followed by a 30-minute question period.

Mrs. Yang then took the stage and began by highlighting some the organization's achievements from July 1, 2023 to June 30, 2024. Highlights included:

- the introduction of an independent advocacy body for the professions—the BC Society of Engineering and Geoscience (BCSEG);
- the collaboration project with the Applied Science Technologists and Technicians of BC (ASTTBC) to better understand the impact of the development of a reserved practice for applied science

technology for ASTTBC registrants;

- the signing of Engineers Canada's National Statement of Collaboration with 11 other regulators, renewing our shared commitment to advance public safety and increase regulatory efficiency with our counterparts across Canada;
- development of the *Professional Practice Guidelines – Erosion and Sediment Control* published in collaboration with multiple regulators operating under the *Professional Governance Act,* including the BC Institute of Agrologists and the College of Applied Biologists;
- introduction of the *International Credentials Recognition Act* last fall to streamline registration for internationally trained professionals and attract new talent to our province. Though many of our processes (such as our competency-based assessment framework) already align with the *Act*, we have—and will continue to—analyze the *Act*'s impact on the professions and address areas for improvement to enhance equity and fairness for international professionals;
- the establishment of an Equity, Diversity, and Inclusion and Truth and Reconciliation Working Group to build the visibility of underrepresented voices and explore the challenges they face in the practice of engineering and geoscience;
- improvements in the Continuing Education and Annual Reporting programs; and
- the restructuring and establishment of six new registrant advisory groups to help the organization stay current on industry changes so we can best support registrants and their practice.

Mrs. Yang then moved to the discussion of the organization's Audited Financial Statements for the fiscal year ending June 30, 2024.

At the conclusion of her presentation, the Chair opened the floor for questions on the Annual Report and Audited Financial Statements.

Multiple questions were received from both in-person and online registrants and addressed by the Board Chair and members of the Executive Team. Questions related to a wide range of topics, including the financial statements (considerations for reserve allocations and surpluses, short-term investments, funds provided to BCSEG); the annual registration fee for registrants and firms; penalties for registrant non-compliance with continuing education requirements; fees for sole-proprietors and firms; the inclusion of government ministries under the regulation of firms program; the development of a reserved practice for applied science technology for ASTTBC registrants; current expected processing times for new applications; and supports for internationally trained applicants.

UPDATE REPORT FROM BCSEG

The Chair welcomed BCSEG's Vice Chair, Katie Au, P.Eng., to the stage to provide an update on the status of the new advocacy body. She also advised that after the presentation, the floor would be open for a 10-minute question period. During the question period, many queries were addressed by Ms. Au and Heidi Yang. The questions received related to the timeline for the transfer of funds from the branches to BCSEG; the future of social events with branches; revenue sources for BCSEG; plans for relationship building with other engineering and geoscience advocacy bodies, the future of awards ceremonies,

whether or not BCSEG will have a student program; and marketing plans for building BCSEG's membership base.

The Chair then thanked Ms. Au and expressed how the organization has appreciated the collaborative working relationship with BCSEG over the last year and is looking forward to an ongoing partnership to advance our respective missions in service to the people of British Columbia, engineers, and geoscientists.

REPORT FROM ENGINEERS CANADA AND GEOSCIENTISTS CANADA

The Chair welcomed Engineers Canada President Michael Wrinch, PhD, P.Eng., FEC, FGC (Hon), ICD.D to provide an update on the work of our national engineering organization over the last year. After Mr. Wrinch's update, the Chair thanked him for his presentation.

The Chair then proceeded to welcome President-Elect of Geoscientists Canada, Matt Alexander, P.Geo., FGC to provide a report on behalf of their organization. Mr. Alexander's remarks were pre-recorded for the meeting. At the conclusion of the report, the Chair thanked Mr. Alexander for his update.

Acknowledgment of Guests from Other Regulators

The Chair welcomed special guests joining the meeting in person and virtually as representatives from engineering and geoscience regulators across the country, post-secondary institutions, and from other professional regulatory bodies. She thanked them for making time to join the meeting, and for their support as we work together on shared issues to protect the public interest.

The Chair then called a 15-minute break.

AGM MOTIONS

The Chair informed the assembly that in accordance with Engineers and Geoscientists BC's Bylaws, registrants had the opportunity to submit motions in advance of the AGM for the Board's consideration. All motions must have been received no later than 5:00 PM on September 14, 2024, to allow adequate time for review and inclusion in the hybrid meeting and to support fair and informed debate. Registrant motions are advisory and non-binding on the Board.

The Chair advised that two motions were submitted in advance of the meeting. They were reviewed and deemed to comply with the organization's Bylaws and Robert's Rules of Order.

She then briefly summarized the motions from the 2023 AGM and shared how the Board considered and addressed them, and how those motions impacted the Board's decision-making over the last year.

Before moving forward and sharing the two motions received for the 2024 AGM, the Chair reviewed the meeting rules which establish how motions are put forward and debated.

The first motion for this year was moved by Lianna Mah, P.Eng., and seconded by Karen Savage, P.Eng.

The Chair proceeded to read the first motion which was displayed on-screen then asked the mover, Lianna Mah, P.Eng., to speak to the motion.

Ms. Mah thanked members of the BCSEG for their work to start up the advocacy body. She then introduced the motion. The floor was then open for debate.

Upon calling the question, the following motion was carried:

MOTION 1: That the Board consider providing the new advocacy Society, BC Society of Engineering and Geoscience, with suitable ongoing funding to support an effective transition period over the next 3 to 5 years.

CARRIED

The Chair then proceeded to read the second motion which was displayed on-screen. The motion was moved by Geoffrey W. Hodgson, P.Eng, and seconded by Lianna Mah, P.Eng.

Mr. Hodgson was unable to attend the meeting, so the Chair asked the seconder Lianna Mah, P.Eng., to speak to the motion instead. Ms. Mah then introduced the motion. The floor was then open for debate.

Upon calling the question, the following motion was carried:

MOTION 2: That the Board consider maintaining existing programs identified for termination/transition to BCSEG, with adequate resourcing, until such a time as BCSEG is financially positioned to take on the role of delivering these programs.

CARRIED

IN MEMORIAM

The Chair acknowledged registrants of the organization who had passed away over the last year. A moment of respectful silence was observed to honour these individuals and their important contributions to protecting the public interest and the environment.

RECOGNITION OF OUTGOING BOARD MEMBERS

The Chair thanked the Board members who had completed their terms of service on the Board.

She began with acknowledging outgoing Past Chair Mark Adams, P.Eng., FEC, FGC (Hon.) for his many years of dedicated service and leadership on the Board as well as serving as a long-time volunteer for the organization.

Also completing their terms at this time were:

- Mahsoo Naderi, P.Eng.
- Leslie Hildebrandt, LL.B, ICD.D
- Emily Pagdin, CPA, CMA

On behalf of Engineers and Geoscientists BC, the Chair expressed her sincere thanks to all of the outgoing Board members for their tremendous dedication of time and energy to the organization and to protecting the public interest.

INTRODUCTION OF THE 2024/2025 BOARD

The Chair announced that she would continue in the role of Immediate Past Board Chair in the 2024/2025 year.

New and returning Board members are:

- Veronica Knott, P.Eng.
- Karen Ling, P.Eng.
- Mark Porter, P.Eng., StructEng., FEC
- Matthew Salmon, P.Eng.
- Malcolm Shield, P.Eng.
- Jens Weber, P.Eng.; and
- Gordon Zhou, P. Eng.

Engineers and Geoscientists BC's public representatives appointed by government are:

- Cathy McIntyre, MBA, C. Dir.
- Bill Chan, CPA, CGA, ICD.D.

Joining the Board as of October 31st as public representatives appointed by government, are Colette Trudeau, M.A. and TJ Schmaltz. JD, FCPHR, SHRM-SCP, ICD.D.

Board Chair in Review

Heidi Yang, P.Eng., FEC, FGC (Hon.), Chief Executive Officer acknowledged Michelle Mahovlich, P.Eng., P.Geo., FCSSE, FEC, outgoing Board Chair for her service over the last year and thanked her on behalf of Engineers and Geoscientists BC for her continued contributions to the professions and the public.

CLOSING REMARKS AND ANNOUNCEMENTS

In closing, the Chair thanked all attendees for attending the annual conference and AGM and encouraged attendees to help identify and recruit candidates for next year's Board election. She also spoke to some of the major initiatives that the organization plans to work on in the coming year.

The Chair then offered thanks to those who had organized the AGM and the annual conference sessions.

ADJOURNMENT

The Chair declared the meeting adjourned at 5:00 p.m.

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 5.3

DATE	February 5, 2025
REPORT TO	Board for Information
FROM	Ollie Campbell, Manager, Organizational Performance
SUBJECT	Key Performance Indicator (KPI) Report
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation

Purpose:	To update the Board on Engineers and Geoscientists BC's KPI outcomes.
Motion:	No motion. For information only.

EXECUTIVE SUMMARY

Following our initial report in February 2024, this report is the third to address Engineers and Geoscientists BC's updated approach to KPIs and metrics. KPI reports will be provided to the Board on a bi-annual basis (in February and September).

This report will cover 5 KPIs out of the 16 KPIs that have been developed for the organization. Within those 5 KPIs, we have reported on 9 metrics out of a total of 26 that we have developed. A summary dashboard for all metrics can be found at **Appendix A,** and the background and a table outlining our KPI implementation progress can be found at **Appendix B.**

KPI	Number of Metrics Reported On
Registration Process Effectiveness	2 out of 3
Practice Guideline Effectiveness	1 out of 2
Investigation & Discipline Process Effectiveness	1 out of 3
Enforcement Process Effectiveness	2 out of 2
Resource Balance	3 out of 3
Total KPIs: 5	**Total Metrics: 9**

For comparison, at this stage last year we reported on 11 metrics; this included Staff Engagement and Registrant Trust which have been moved into the year-end report.

For the first time, we have included a second metric for Enforcement Process Effectiveness - the Percentage of Repeat Non-Compliers. Unless stated otherwise, all 'current' measurements represent data from Q1 and Q2 of FY25.

These reports continue to be important for the development of targets for metrics, as well as establishing baselines against which we can analyze trends. Using the data gathered from these KPIs report, the organization can establish and identify trends, as well as cause and effect, before we commit to addressing areas for improvement.

While we don't have enough feedback yet to form a view as to how well the organization is performing overall, we have sufficient data in terms of current results, targets to report on the following metrics:

Registration Process Effectiveness. Our Application Process Efficiency for P.Eng and P.Geo applications appears to be on a downward trend; the numbers of applicants receiving a decision within our 180-day target is below our target. This variation is due to the increasing complexity of applications, as well as volunteer assessor availability for high-volume practice areas.

Practice Guideline Effectiveness: The sharp fall from Q4 FY24 wasn't reflected in the results from Q1-Q2 FY25. However, the results are broadly aligned with the historical markers, and compare favorably with the previous marker of 7.7%. This suggests that registrants continue to be familiar with Practice Guidelines (PGs) and consider them relevant to their practice.

Enforcement Intake and Investigation Efficiency: Our Intake and Investigation Efficiency improved on the historical marker, and in Q1-Q2 FY25, 100% (36/36) of high-risk files were completed within the target timeframe of 60 days.

Volunteers – Statutory Committee Vacancy Ratios. This metric is improving, and is performing above last year's results. However, we have graded it as amber, as it is still some way short of our target.

Resource Balance: Our Employee Vacancy metric continues to be positive, and the rate of new hires is largely balancing out the increase in organizational headcount and those leaving the organization.

DISCUSSION

PERFORMANCE AREA: REGULATORY MANDATE

KPI:	**Registration Process Effectiveness**		
Metric:	**Application Process Efficiency – P.Eng.**		
Outcome:	**We process individual registrant applications in a timely and high-quality manner**		
FY24 Outcome	**Target**	**Current**	**Trend**
99.3%	95%	86%	
Comment: **This metric measures the percentage of individual registrant applications that receive a decision within the target timeframe. The target timeframe has been set at 180 days**, a target that is likely to be formalized by the OSPG. Similar KPIs in other provinces with legislated timelines have similar targets: PEO and APEGA have a 180-day assessment timeline for 90% of their applications.			

The 'current' score is taken from Q1 and Q2 FY25, and represents a total of 203 applicants out of 236 applicants receiving a decision within the timeframe of 180 days. This variance is due to the increasing complexity of applications, which require more in-depth assessment. Volunteer assessor availability for high-volume practice areas has also been a contributing factor.
Action: We have flagged this metric as amber, and we will continue to closely monitor this metric over the remainder of the FY to see if these results are reflected through Q3 and Q4.

KPI:	**Registration Process Effectiveness**		
Metric:	**Application Process Efficiency – P.Geo.**		
Outcome:	We process individual registrant applications in a timely and high-quality manner		
FY24 Outcome	**Target**	**Current**	**Trend**
95.2%	95%	83.3%	

Comment:
This metric measures the percentage of individual registrant applications that receive a decision within the target timeframe. The target timeframe has been set at 180 days, a target that is likely to be formalized by the OSPG.

In percentage terms, this metric is down against the previous year's results, and hasn't reached our target. However, the sample size is small and small changes result in large % swings. In Q1, nine out of twelve applicants received a decision in 180 days, while in Q2, six out of six applicants received a decision. It is also worth noting that the previous marker from FY23 was 42.3%.
Action: We will continue to monitor this metric and track returns through Q3 and Q4.

KPI:	**Registration Process Effectiveness**		
Metric:	**Application Processing Capacity**		
Outcome:	We process individual registrant applications in a timely and high-quality manner		
FY24 Outcome	**Target**	**Current**	**Trend**
8.12	TBC	3.23	

Comment:
This metric measures the number of experience assessments completed and the number of assessors who completed those assessments. **This metric is generated by dividing the number of experience assessments by the number of assessors.** An increasing divergence between the number of assessments and number of assessors is a signal that the organization may find it increasingly difficult to meet the application processing efficiency target.

Fewer assessments conducted in comparison to Q1/Q2 FY24 due to high application volumes in specific practice areas (e.g. civil, mechanical, electrical) and the need to ensure volunteer assessors in those areas are not further strained. A total of 1,026 assessments were conducted over Q1-Q2 FY25, using 317 assessors. The outcome from FY 24 was that 2,885 engineering and geoscience experience assessments were completed in total, using 355 assessors. In summary, application processing capacity has kept pace with demand, resulting in less stress being placed on assessors

KPI:	Practice Guideline Effectiveness		
Metric:	**Familiarity and Application of Practice Guidelines Among Auditees (Firms)**		
Outcome:	Registrants are familiar with Practice Guidelines (PGs) and consider them relevant to their practice, and use them to ensure they meet the standards and guidelines for their profession.		
Q3-Q4 FY24 Outcome	**Target**	**Current**	**Trend**
4.04%	TBC	4.76%	

Comment: The metric measures the number of Corrective Action Requests (CARs) for Use of Professional Practice Guidelines, divided by the total number of minor CARs; a lower number indicates registrants are familiar with Practice Guidelines**.** The target is to be confirmed and will be developed following the next reporting cycle.

There have been no Major Non-Conformances relating to Practice Guidelines in the current reporting period. Although the Q1-Q2 results are slightly higher than the Q3-Q4 FY24, this number was impacted by Q4 FY24, which saw a significant decline in the numbers of CARs related to Use of Professional Practice Guidelines, with 2.05% of CARs being identified. An additional data point to consider is that the outcome from 12 months ago was 7.23%. We will continue to monitor this metric; additional data points will enable us to determine how familiar Registrants are with PGs.

KPI:	I&D Process Effectiveness		
Metric:	**Percentage of Files Closed Before Disciplinary Hearing Occurs**		
Outcome:	Our Investigation & Discipline (I&D) processes are carried out in a timely and high-quality manner.		
Q3-Q4 FY24 Outcome	**Target**	**Current**	**Trend**
88.9%	TBC	84.6%	TBC

Comment:
This metric looks at files that proceed to the discipline stage, and measures those that are closed before a disciplinary hearing is convened, divided by the total number of files that have been closed via disciplinary action. This is a measure of both efficiency and quality. The disciplinary hearing stage is often one of the longer components in the discipline process; closing a file before a disciplinary hearing occurs indicates that the case compiled by EGBC is coherent and persuasive.

Although the current outcome is slightly lower than the outcome from Q3-Q4 FY24, , the outcomes are broadly steady – the outcome from FY24 Q3-Q4 represents 16 out of 18 files closing before a disciplinary hearing occurs, while the current score reflects 11 out of 13 cases closing before a disciplinary hearing occurs. The trend has been marked as TBC as the sample is too small to gauge whether these scores represent a downturn in this area.

KPI:	Enforcement Process Effectiveness		
Metric:	**Intake and Investigation Efficiency**		
Outcome:	Our Enforcement processes are carried out in a timely and high-quality manner.		
Q3-Q4 FY24 Outcome	**Target**	**Current**	**Trend**
96%	80%	100%	

Comment:
This metric measures the percentage of investigations of high-risk files completed within the target timeframe, measured from the point of intake to the point at which the 'standard letter procedure' or the 'alternative file handling strategy' begins.
This is a measure of the efficiency with which files that pose the greatest risk to the public are investigated and a course of action to pursue compliance is taken. The target for this metric is 80% of high-risk files reaching the target milestone within 60 days.

In Q1-Q2 FY25, 36 files were identified as high-risk and subject to measurement under this metric, and all 36 (100%) reached the target milestone within the target timeframe.

KPI:	Enforcement Process Effectiveness		
Metric:	**Percentage of Repeat Non-Compliers**		
Outcome:	Our Enforcement processes are carried out in a timely and high-quality manner.		
Previous Outcome	**Target**	**Current**	**Trend**
N/A	TBC	3%	TBC

Comment: The number of files that result in non-compliance after the Annual Non-Compliance Monitoring is conducted, divided by the total number of files that undergo Annual Non-Compliance Monitoring. This is an indicator of the quality of the process; a smaller % of repeat non-compliers implies that the process has served to address the issue, as well as act as a deterrent from future re-offence.

This is the first time we have reported on this metric. The outcome from Q1-Q2 FY25 (3%) reflects that of the 31 files that underwent compliance sweeps, 1 non-registrant re-offended. Although the sample size is small, and this is a new metric, the low number appears to suggest that our Enforcement Process acts as an effective deterrent against re-offending.

PERFORMANCE AREA: ORGANIZATIONAL SUSTAINABILITY

KPI:	Resource Balance		
Metric:	**Employee Vacancy Ratio**		
Outcomes:	The organization has the human and financial resources to meet its mandate.		
FY24 Outcome	**Target**	**Current**	**Trend**
93.5%	90%	94.5%	

Comment: This metric is derived from the number of current FTE staff divided by the number of current FTE staff, plus the number of unfilled FTE staff positions. This indicates the extent to which the organization has the necessary staff to meet its regulatory mandate**.** The data does not take into account contract employees, or contract vacancies, of <6-month contract length.

Our employee vacancy ratio has remained largely stable. Although the number of roles increased by 7 from Q4 FY24, recruitment broadly kept track. The Q1 vacancy rate was again higher than the Q2 rate, with an average of vacant roles of 6.17%. We will continue to analyze links or connections between quarters and vacancy rates.

KPI:		Resource Balance		
Metric:		**Volunteers – Time Served on Statutory Committees**		
Outcomes:		The organization has the human and financial resources to meet its mandate.		
Band	**Q3-Q4 FY24 Outcome**	**Target**	**Current**	**Trend**
0 – 3 years	48.1%	33%	33.8%	
4 – 6 years	17.7%	33%	26.3%	
7 – 9 years	10.1%	33%	16.3%	
9+ years	24.1. %	0%	23.8%	

Comment: This metric is a % of statutory committee members whose term lengths fall into the categories outlined above. Using the Term Length Policy as a framework, this metric provides insight as to the turnover of committee members, and how well the committees are resourced now and into the future.

As the large cohort of volunteers recruited due to the PGA's requirement to increase committee sizes progresses through the pipeline, we are seeing a more balanced distribution of volunteers across the bands, particularly in the 4 – 6-year band.
The % of volunteers over the 9+ year band has broadly remained stable. As these are lagging indicators, we probably won't see any significant changes in this cohort until the implementation of the volunteer strategy. As our data set is still relatively small, we will hold off from drawing analysis regarding trends until we have gathered further data in the next cycle or two.
Action: Continue to monitor, and assess any impact on this metric following the introduction of the volunteer strategy.

KPI:	Resource Balance		
Metric:	**Volunteers – Statutory Committee Vacancy Ratios**		
Outcomes:	The organization has the human and financial resources to meet its mandate.		
Q3-Q4 FY24 Outcome	**Target**	**Current**	**Trend**
85.9%	95%	87.9%%	

Comment: This metric measures the number of filled volunteer positions on Statutory Committees divided by the number of filled volunteer positions on Statutory Committees plus the number of unfilled positions on Statutory Committees. It indicates the extent to which the organization has the necessary volunteers to meet its regulatory mandate.

The comparator is taken from FY24. The target number is established by Statutory Committee leads identifying an optimum number of positions to enable the Committee to function effectively. It includes lay members as well as committee members who are registrants. The optimum number is typically greater than that outlined in Committee Terms of Reference, which outline the minimum number for each committee.

This outcome is above the outcome from Q3-Q4 FY24, and demonstrates some improvement over the reporting period. However, as this metric is still some way below our target of 95%, we have flagged it as amber.
Action: Continue to monitor, and assess how the volunteer strategy impacts on this metric

SUMMARY

With an eye on the medium term (3-5 years), this third KPI Board report represents further progress, with significant work undertaken to ensure that our metrics are relevant and meaningful, that data capture is robust, and that we can capture and analyze it on a regular, repeatable basis. It provides a solid framework against which to gather and report on future KPIs, and identify areas for improvement.

MOTION

No motion. For information only.

APPENDIX A: KPI Dashboard Summary

APPENDIX B: Background – Development of Engineers and Geoscientists BC Key Performance Indicators and Implementation Summary

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KPI DASHBOARD SUMMARY

KPI	Metric	Previous Outcomes	Target	Current	Trend
Registration Process Effectiveness	Application Processing Efficiency - P.Eng.	99.3%	95%	86%	
	Application Processing Efficiency - P.Geo.	95.2%	95%	83.3%	
	Application Processing Capacity	8.12	TBC	3.23	
Practice Guideline Effectiveness	Familiarity and Application of PGs among Auditees	4.04%%	TBC	4.76%	
I&D Process Effectiveness	Percentage of Files Closed Before Disciplinary Hearing Occurs	88.9%	90%	84.6%	TBC
Enforcement Process Effectiveness	Intake and Investigation Efficiency	96%	80%	100%	TBC
	Percentage of Repeat Non-Compliers	TBC	TBC	3%	TBC
Resource Balance	Employee Vacancy Ratio	93.5%	90%	94.5%	
	Statutory Committee Term Length Breakdown:				
	0-3 yrs	48.1%	33%	33.8%	
	4-6 yrs	17.7%	33%	26.3%	
	7-9 yrs	10.1%	33%	16.3%	
	9+ yrs	24.1%	0%	23.8%	
	Statutory Committee Vacancy Ratios	85.9%	90%	87.9%	

ENGINEERS AND GEOSCIENTISTS BC KEY PERFORMANCE INDICATORS BACKGROUND

Definitions

A KPI is a measurable value (metric) or insight (from several metrics) that demonstrates how effectively the organization is achieving its desired results. For EGBC, the KPIs under their current construct measure a combination of operational outputs, as well as some outputs against the strategic plan. KPIs typically drive business behavior, results, and influence the organization's culture.

Targets: A target is an objective or result toward which efforts are directed. Targets represent where we would like to get to with respect to metrics and KPIs.

Targets represent an ongoing area of work as the organization refines its capacity to track and gather the relevant data.

Function

Measuring, tracking, and reporting on the KPIs will facilitate the Board and Senior Leadership's ability to do the following:

- Provide informed strategic oversight and direction
- Determine the impact of initiatives
- Provide the data for evidence-based decision-making
- Enable the setting of priorities to achieve organizational goals

The KPIs and metrics are focused on outcomes that indicate the extent to which the organization can fulfill its mission: to serve the public interest as an inclusive, progressive, future-focused regulator. Therefore, metrics have intentionally excluded process metrics – e.g., the number of times an event occurs.

Mechanism

Metrics are based on two types of data sources – internal data reflecting business outcomes, and survey data reflecting the perceptions of stakeholders – the public, staff, volunteers, registrants – on key outcome measures. The survey-based metrics have been validated using either statistical analyses applied to Engineers and Geoscientists BC survey data or statistical analyses applied to other datasets with the same type of data.

Metrics derived from both types of data sources can support decision-making in cases where there is a change in performance. However, the organization will still need to diagnose why performance dropped. For example, a drop in performance on an efficiency metric (internal data) will require determining at what stage or stages in the process inefficiencies are occurring. A drop in performance on a trust metric (survey data) will require a deeper dive into the data to determine why trust weakened.

At the Board strategy session on April 21, 2022, the Board established a number of Key Performance Questions (KPQs) to be addressed through KPIs and associated metrics. These Key Performance Questions are as follows:

Area	Key Performance Questions
Regulatory Mandate	How well are we performing our regulatory mandate?
Organizational Sustainability	How well have we aligned our resources, both human and financial, to meet our mandate now and into the future?
Internal Business Systems	Do we have all the necessary business systems in place? To what extent are our business systems effective and efficient?
Learning and Growth* (People and Culture)	How well are we improving employee engagement (well-being, work/life balance, satisfaction, development, career progression)
	How well are we improving volunteer engagement? (recruitment and retention, pipeline)
Stakeholders	To what extent do we have stakeholders' confidence and trust that we are fulfilling our mandate?
Social Responsibility	How well are we fulfilling our role in advancing EDI, T&R and Climate action?

Measurement

Based on these Key Performance Questions, the organization has developed the KPIs, and metrics contained below. Metrics are the data that make up each of the KPI – each KPI can have a number of metrics.

The metrics reflect key outcomes that meet the criteria of the SMART framework:

- **Specific.** The metric needs to be well defined, clear, and unambiguous
- **Measurable.** Has specific criteria that measures progress toward the accomplishment of the goal
- **Achievable.** The targets need to be attainable and realistic
- **Relevant.** Pertinent to the Key Performance Question (KPQs), and the KPIs. The KPIs and associated metrics should also be used for other reporting purposes, where appropriate
- **Timebound.** Measured within a set timeframe that is understood in advance

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KPI IMPLEMENTATION SUMMARY

KPI	METRIC	STATUS	REASON
Registration Process Effectiveness	Application Processing Efficiency	✓	
	Quality of Application Decision	✓	
	Application Processing Capacity	✓	
Practice Guidelines Effectiveness	Familiarity and Application of PGs among Auditees	✓	
	Familiarity and Application of PGs among Registrants Generally	×	Require surveys
Audit & Practice Review Effectiveness (for individuals and firms)	Non-Conformance Correction	×	Report annually
	Audit Experience Score	×	First report Sep ’25
	Removal of Remedial Actions	×	Report annually (Sep ’25)
I&D Process Effectiveness	Percentage of Files Closed Before Disciplinary Hearing Occurs	✓	
	Percentage of Disciplinary Orders Successfully Appealed	×	Report annually (Sep’25)
	Time Taken for ‘Priority 1’ Files to be investigated	×	Report annually (Sep ’25)
Enforcement Process	Intake and Investigation Efficiency	✓	

Effectiveness	Percentage of Repeat Non-Compliers	✓	
KPI	**METRIC**	**STATUS**	**REASON**
OSPG Audit Result	OSPG Audit Score	×	Insufficient data from OSPG
Resource Balance	Employee Vacancy Ratio	✓	
	Volunteer Vacancy Ratio*	✓	
	Statutory Committee Term Length*	✓	
Financial Health	Financial Health Index	×	Report annually (Sep ’25)
Staff Engagement	Staff Engagement Score	×	Report annually (Sep ’25)
Volunteer Engagement	Volunteer Engagement Score	×	Report annually (Sep ’25)
Public Trust	Public Trust Score	×	Report annually (Sep ’25)
Registrant Trust	Registrant Trust Score	×	Report annually (Sep ’25)
Progress re: Internal Business Systems	Internal Business System Audit Progress Score	×	Project deferred
Progress re: Action on Climate Change	Climate Change Project Progress Score	×	First report in Sep 25
Progress re: Equity, Diversity & Inclusion (EDI)	EDI Project Progress Score	×	Project deferred
Progress re: Truth & Reconciliation	Truth & Reconciliation Project Progress Score	×	First report in Sep 25

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AMENDMENTS TO THE BYLAWS OF EGBC

Report will be provided for review before publication to the Board

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 6.1

DATE	February 5, 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 Updated Position Statement on Climate Change
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 seek Board endorsement of Engineers and Geoscientists BC's updated Position Statement on Climate Change.
Motion	That the Board endorses Engineers and Geoscientists BC's updated Position Statement on Climate Change, pending final editorial and legal review.

BACKGROUND

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) outlined the foundational steps to integrate climate considerations into professional practice. Building upon this work, Engineers and Geoscientists BC is developing an Organizational Climate Change Strategy (OCCS) to further embed climate action into its operations and regulatory activities, as detailed in the November 2024 Board memorandum. A key deliverable of this effort is the updated Position Statement on Climate Change, which provides a clear articulation of the organization's regulatory role and expectations for registrants in addressing climate change.

In terms of the drivers for the update, there was a need to build upon the foundational 2014 adaptation paper and the 2016 position, and integrate emerging priorities such as low-carbon resilience and social responsibility ensuring that the document remains relevant to current and future challenges and in accordance with our Strategic Plan. There was a need to embed reconciliation, equity, diversity and inclusion into climate action to bring into line with both Engineers and Geoscientists BC's commitment to societal impact under its new Strategic Plan in alignment with governmental and global expectations. There was also a need to ensure that the position statement is aligned with Engineers and Geoscientists BC's regulatory role under the *Professional Governance Act (PGA)*, which has expanded the regulatory body's mandate and authority "to promote and enhance the ability of its registrants to respond and adapt to changes in practice environments, advances in technology and other emerging issues."

The update to the Position Statement was developed with services provided by a climate strategy consultant (a P.Eng.) and through a collaborative process, drawing on insights from the Climate Change and Sustainability Advisory Group (CCSAG), internal staff engagement, engagement with advisory groups and consultations with external partners and interested parties, including climate scientists, industry professionals, and Indigenous knowledge holders. The CCSAG oversaw the entire process, including selecting consultant to support the update, participating in facilitated group discussions to determine the flavor and content of the update, conducting multiple reviews of drafts in progress, and identifying key references to ensure scientific and practical relevance.

In addition, two subject matter experts were engaged to provide reviews from the climate science and Indigenous perspectives: Brett Huson, an Indigenous naturalist focused on ecology, epistemology, and pedagogy, and Dr. Stewart Cohen, a climate scientist specializing in adaptation fundamentals.

CONSULTATION

As part of the development process, extensive consultation was carried out with the following groups:

- **September 24, 2024:** Equity, Diversity and Inclusion and Truth & Reconciliation Working Group
- **October 30, 2024:** Climate Change and Sustainability Advisory Group
- **November 4, 2024:** Built Environment Advisory Group
- **November 13, 2024:** Natural Resources and Natural Hazards Advisory Group
- **November 14, 2024:** High Technology Advisory Group
- **November 21, 2024:** Manufacturing and Equipment Advisory Group
- **November 28, 2024:** Professional Practice Advisory Group

- **November 28, 2024:** ACEC-BC Climate Change and Sustainability Committee

These consultations provided valuable feedback and ensured diverse perspectives were incorporated into the Position Statement.

The crux of the position statement has remained the same: we have required registrants to consider the impact of their work on the climate (rather than mandating or requiring it) and noted that this may look differently depending on professional areas of practice. The statement also offers answers for some of the most frequently asked questions that came up during consultation and a glossary to explain and expand on some of the terms that may be unfamiliar to those without specialized training in climate science or climate risk management.

KEY UPDATES IN THE POSITION STATEMENT

- **Clarification of Engineers and Geoscientists BC's Regulatory Role:** Emphasizing Engineers and Geoscientists BC's mandate to protect the public interest and the environment by requiring registrants to consider implication of climate change on professional practice while supporting them with tools, resources, and guidance to fulfill these responsibilities. There is also a note about the development of the OCCS which will detail how the regulatory body would lead by example and integrate climate action into its regulatory and operational activities.
- **Clarification of Registrants' Role in Climate Change:** Offering explicit expectations for registrants to consider climate impacts in professional practice, guided by the Code of Ethics and *Professional Practice Guidelines – Sustainability*.
- **Alignment with Legislative and Strategic Plans:** Including linkages to Canada's net-zero targets, Engineers and Geoscientists BC's 2022-2027 Strategic Plan and CCAP; referencing the regulatory body's mandate under the *PGA* signalling a more formalized and integrated approach to climate change than in the previous versions.
- **Integrating Linkages with Indigenous Reconciliation and Equity:** Including of Indigenous perspectives and knowledge systems as integral to sustainable climate solutions and reflecting a growing emphasis on equity, diversity and inclusion, absent from earlier statements.
- **Focus on Low-Carbon Resilience:** Emphasizing the need for integrated approaches that combine climate change mitigation and adaptation, moving beyond earlier discussions which treated these as separate priorities.

NEXT STEPS

If endorsed, the Position Statement will:

- Serve as a visioning document guiding the development of the OCCS, to be presented to the Board for approval in June 2025.
- Be published in September 2025 together with the OCCS.
- Serve as a resource for registrants, interested parties, other regulatory bodies and the public, reinforcing Engineers and Geoscientists BC's regulatory role in relation to climate change.

RECOMMENDATION

Staff recommend that the Board endorses the updated Position Statement on Climate Change, pending final editorial and legal review, reinforcing Engineers and Geoscientists BC's commitment to addressing the pressing challenges and opportunities posed by climate change.

MOTION

That the Board endorses Engineers and Geoscientists BC's updated Position Statement on Climate Change, pending final editorial and legal review.

APPENDIX – Updated Position Statement on Climate Change

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

Engineers and Geoscientists BC Position Paper on Climate Change

Engineers and Geoscientists BC's Climate Change Position Statement

Engineers and Geoscientists BC's Position

While Earth's climate has changed in the past due to natural causes, Engineers and Geoscientists BC acknowledges that the current climate change is primarily human-induced. Climate change presents significant risks to the public and the environment, requiring urgent action.

Taking climate action demands a pragmatic focus on understanding how the climate is changing, the impacts that this will have on our societies and systems, and how we can take proactive action to manage the associated risks.

Engineers and Geoscientists BC's registrants have the potential to influence levels of greenhouse gases (GHGs) in the Earth's atmosphere through professional practice and can play a key role in adapting to the impacts of climate change.

Climate change is one of many considerations relevant to professional practice. In accordance with the Engineers and Geoscientists BC's Code of Ethics and *Professional Practice Guidelines - Sustainability*, registrants are required to consider the impact of their work on the climate and the impact of climate change on their work to deliver sustainable solutions.

The Issue

Earth's climate is changing at an unprecedented and accelerating rate, causing a multitude of rapidly evolving challenges, risks, and opportunities. Addressing these requires collective action, including that of professional engineers and professional geoscientists, on two urgent, interconnected efforts: reducing GHG emissions, and adapting to the impacts of climate change.

The scientific consensus emphasizes that reducing GHG emissions from human activities is crucial for mitigating the worst effects of climate change. At the same time, thoughtful adaptation can lessen the negative impacts of the changing climate on human well-being and the environment.

While climate change presents complex and uncertain challenges, there are approaches that not only mitigate or adapt to associated risks but also generate co-benefits, enabling a more resilient, sustainable and low-carbon future.

Drivers for Action

GHG emission reduction targets vary across governments, but these targets have one thing in common: they all recognize that GHG emissions need to be on a decreasing trajectory over the coming decades and that, by mid-century, emissions should be a small fraction of what they are now. Canada has established targets to achieve net-zero emissions by 2050, and is committed to advancing climate change adaptation and building resilience to climate impacts across all levels of government.

Aligned with these commitments and in accordance with its regulatory mandate, Engineers and Geoscientists BC is proactively addressing climate change in its 2022-2027 Strategic Plan and articulated its objectives and areas of action in its Climate Change Action Plan (CCAP).

Engineers and Geoscientists BC's governing legislation, the *Professional Governance Act* (*PGA*), defines the regulatory body's mandate and authority "to promote and enhance the ability of its registrants to respond and adapt to changes in practice environments, advances in technology and other emerging issues." The *PGA* also defines the regulatory body's responsibility "to establish, monitor and enforce standards of professional ethics amongst registrants". These responsibilities are strong drivers for the regulatory body to support registrants in navigating through a range of professional practice and ethical issues, including those concerning climate change.

Engineers and Geoscientists BC's Code of Ethics outlines the principles that all registrants must follow in their professional dealings. Specifically, Tenet (1) of the Code of Ethics requires registrants to "hold paramount the safety, health, and welfare of the public, including the protection of the environment and the promotion of health and safety in the workplace." This tenet includes consideration of the impacts of climate change on the safety, health, and welfare of the public and the environment.

There is strong evidence that equity-deserving groups and remote communities are disproportionately affected by the impacts of climate change. In particular, these impacts have compounding effects on Indigenous Peoples' way of life, health, food security and culture. These issues relate to the protection of the public interest and thus serve as additional drivers for registrants to consider climate change in professional practice.

As professionals providing engineering or geoscience solutions across various sectors, registrants are required to apply scientific principles and leverage their expertise to enable, design, and implement sustainable solutions.

Expectations for Registrants

Engineers and Geoscientists BC expects individual and firm registrants to consider climate change in their professional practice by:

- Meeting the objectives and intent of the principles-type and overarching *Professional Practice Guidelines – Sustainability*, using their professional judgement on how to apply them;
- Maintaining a current knowledge of climate change related data, technologies, assessment approaches and policies as it relates to their professional practice;
- Collaborating with Indigenous Peoples to learn ways to integrate Indigenous knowledges and perspectives in climate action and implement best practices that foster reciprocal, respectful, and collaborative relationships;
- Designing and implementing solutions through the lens of low-carbon resilience that are equitable, inclusive, and just for all;
- Collaborating with peers and experts across all disciplines—including climate scientists and meteorologists—to enhance their current understanding of how climate may change in the

future and to develop climate change adaptation and mitigation strategies, as relevant to their areas of practice;

- Evaluating and managing the risks of the changing climate and extreme weather events on their professional practice;
- Identifying and assessing the risks and opportunities of innovative and sustainable climate change solutions; and
- Discussing with their clients and employers the potential climate change impacts, risks, and opportunities on their tasks, projects, assessments, designs, products, processes or systems, and documenting the ensuing decisions. These discussions should occur early enough and include the consequences of not incorporating climate change considerations, to enable informed decision-making.

Engineers and Geoscientists BC's Commitments

Over the last decade, Engineers and Geoscientists BC has led and supported several initiatives to better address climate change in engineering and geoscience practice in BC, including:

- Developing professional practice guidelines on both adapting to the impacts of climate change and reducing GHG emissions;
- Dedicating core staff resources to climate change initiatives, establishing the Climate Change Information Portal;
- Improving access to climate-related continuing education for registrants, and,
- Engaging with standard-setting bodies.

Engineers and Geoscientists BC is committed to continue these efforts, through the implementation of its CCAP and in accordance with its Strategic Plan. In particular, Engineers and Geoscientists BC commits to:

- Build on the work done to develop and implement the CCAP to develop an Organizational Climate Change Strategy which will detail specific initiatives the regulatory body will take to integrate climate action into its regulatory activities;
- Lead by example by mitigating its GHG emissions and adapting to the changing climate;
- Support individual and firm registrants by providing tools, resources, and information they need to consider climate change in their work through a low-carbon resilience lens and by seeking to incorporate Indigenous knowledge into professional practice;
- Collaborate with governments, non-profit organizations, professionals, regulatory and standard-setting bodies, as well as organizations that provide climate data, expertise, and training, to enhance climate action and to ensure consistency and transparency within areas of engineering and geoscience practice in BC; and
- Work towards building respectful and reciprocal relationships that honour the knowledge, perspectives, and invaluable contributions Indigenous Peoples make to understanding climate change challenges and opportunities, while respecting their agencies and timelines.

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Glossary

2SLGBTQIA+: Acronym for Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer (or Questioning), Intersex, Asexual. The plus sign (+) represents all the different, new and growing ways that people may identify with, as well as the ways that we continually expand our understanding of gender and sexual diversity. Source: UBC's Equity & Inclusion Glossary of Terms.

Anthropogenic: Anthropogenic effects, processes, objects, or materials are those that are derived from human activities, as opposed to those occurring in natural environments without human influences.

Climate change: A change of climate which is attributed directly or indirectly to human activity that alters the composition of the global atmosphere, and which is in addition to natural climate variability observed over comparable time periods. Source: United Nations Framework Convention on Climate Change (UNFCCC).

Climate change adaptation: Adjusting our decisions, behaviours and activities to account for existing or expected changes in climate. The goal is to reduce risks from the harmful effects of climate change (like sea-level rise, more intense and frequent extreme weather events, food insecurity, diseases and disease vectors). It also includes making the most of any potential beneficial opportunities associated with climate change (for example, longer growing seasons or increased yields in some regions). Source: Environment and Climate Change Canada.

Climate change mitigation: Reducing greenhouse gases emissions from human activities. Cutting back on emissions will demand a wide range of approaches, ranging from replacing fossil fuels with renewable energy, to rethinking how we plan and build, to figuring out how to be productive with fewer resources. Source: Climate Atlas of Canada, Environment and Climate Change Canada.

Climate resilience: The capacity to prepare for, respond to, and recover from the impacts of climate change while incurring minimal damage to societal well-being, the economy and the environment. This entails a range of actions across policy, infrastructure, services, planning, education and communication. As such, building climate resilience requires a holistic and multi-dimensional approach to enhance communities' social, human, natural, physical and financial capacities to cope with and recover from the impacts of climate change. Source: London School of Economics and Political Science.

Equity-deserving groups: Groups that have been historically, systemically, and persistently marginalized in Canadian society, and seek to address the inequities they continue to face. These groups are often not considered the default norm for whom processes, physical spaces, and systems are designed, which they often need to adapt to or navigate. Equity-deserving groups include people who are marginalized, disadvantaged, or discriminated against based on their race, colour, religion, marital status, family status, disability, sex, sexual orientation, gender identity, or age. Source: Engineers and Geoscientists BC's *Professional Practice Guidelines - Equity, Diversity, and Inclusion*. Examples of equity-seeking persons include Indigenous Peoples, people of colour, 2SLGBTQIA+ persons, newcomers, women, people with disability, low-income individuals, ethnic minorities, etc.

Extreme event attribution: The science of calculating how much human-caused climate change has influenced extreme weather events such as heat waves, floods, and wildfires. Source: Environment and Climate Change Canada, NOAA.

Low carbon: This term is used in different and various contexts. It typically refers to buildings, infrastructure, materials, technologies or systems that aim at reducing GHG emissions by enhancing energy efficiency, enabling decarbonization, reducing waste, or capturing and storing carbon.

Low-carbon resilience: A step change in climate action that coordinates and mainstreams adaptation, mitigation, and co-benefits in municipal and decision-making processes. This approach brings into focus the multiple considerations and trade-offs of policies, investments, projects and decisions made today while acknowledging their legacies for tomorrow. Low-carbon resilience does not necessarily mean that all adaptation measures achieve GHG reductions, but that mitigation is considered throughout the process and that synergistic measures are emphasized. Source: SFU - Action on Climate Team.

Frequently Asked Questions

➢ As a registrant, how does this position statement apply to me or my Firm?

Engineers and Geoscientists BC expects individual and firm registrants to consider the impact of their professional practice on the climate (i.e., understand how their work may affect GHG emissions) and the impact of climate change on their professional practice (i.e., understand and address how climate change may affect their projects, products, designs, processes or systems). This may look different depending on professional areas of practice. Some high-level examples are detailed in the "Expectations from Registrants" section of this position statement. Additional examples are provided in Engineers and Geoscientists BC's *Professional Practice Guidelines – Sustainability*, and 2023-2024 Regulatory Learning Module, as well as Engineers Canada's guidelines on the Principles of climate adaptation and mitigation for engineers.

This position statement aims to clarify Engineers and Geoscientists BC's regulatory role and expectations from registrants in relation to climate change. It also serves as a vision guiding the development of Engineers and Geoscientists BC's Organizational Climate Change Strategy, which will elaborate on the programs and initiatives that the regulatory body is developing to support registrants in meeting the expectations.

In addition, this position statement serves as a resource for registrants to demonstrate to their employers and/or clients that considering climate change in their professional practice is part of their duty as a Professional Engineer or Professional Geoscientist. By embedding climate considerations into their professional practice, registrants can emphasize the necessity of climate action as an integral aspect of their responsibilities.

➢ Why is climate change such a big concern for Engineers and Geoscientists BC?

The majority of the observed increase in global average temperature over the past 150 years has been caused by the anthropogenic emission of carbon dioxide, methane, and other GHGs. As of January 2025, the year 2024 was the hottest year on record by a clear margin (WMO),and this warming trend is expected to continue in the future. In the last decade, a growing number of extreme event attribution studies have assessed and quantified the influence of observed climate change on weather/climate events.

There is strong evidence that climate change impacts the public interest (e.g., health and well-being, infrastructure, systems) and the environment (e.g., water resources, ecosystems, biodiversity, air quality). In accordance with the *PGA* and Engineers and Geoscientists BC's Code of Ethics, the regulatory body is mandated to protect the public interest and the environment, including from climate change impacts.

➢ What is the evidence of climate change impacts in British Columbia?

Between 1948 and 2016, British Columbia observed 1.9 °C of warming (in mean annual temperature), as well as increases in daily minimum temperature, an important change driver. As a result, the province of BC has been experiencing the impacts of climate change as demonstrated by various extreme event attribution studies. These impacts included more frequent and severe flooding, wildfires, droughts, and extreme weather events such as the heat

dome and the atmospheric river of 2021. Climate change also causes the acceleration of glacier area loss.

➢ Why is climate change adaptation also important?

GHGs can be trapped in the Earth's atmosphere for many hundreds of years. So even if we all stopped emitting GHGs today, those already trapped in the Earth's atmosphere will continue to cause climate change and affect future generations. We must focus on both climate change mitigation and adaptation, as we know the climate is already changing and global average temperatures will continue to increase with increasingly severe impacts, even if we start reducing GHG emissions now.

In fact, adapting to climate change and reducing GHG emissions are not mutually exclusive. Many actions that address one will have an influence on the other. Engineers and Geoscientists BC's registrants are encouraged to strive for win-win solutions that will both increase resiliency to climate change hazards and reduce emissions that cause climate change. This approach is known as "low-carbon resilience".

➢ What is the difference between climate change adaptation and resilience?

'Adaptation' and 'resilience' are often used interchangeably, and while they are complementary concepts, there are important differences in these terms.

Adaptation is sometimes seen as being part of resilience. Resilience capacity is described as a combination of:

1. shock absorbing and coping;
2. evolving and adapting; and
3. transforming.

By this definition of resilience, coping is the first strategy for managing risk. However, when societies exceed their ability to cope, they should be able to adapt to the adverse changes they face. This is sometimes described as incremental adaptation, where solutions are centred on technological and managerial fixes that are responsive to a particular event or have a preventative effect. If the adaptative action is not adequate to overcome the disaster risk, societies will need to transform. While adaptation entails preserving existing structures and ways of being, transformation is often associated with large-scale, profound and deep-rooted changes. This could be in how cities are structured and operate, for example, or where farms are located and the types of crops that they grow.

Adopting resilience thinking within climate adaptation projects and policies encourages a shift from short-term, incremental, project-focused and reactive approaches towards long-term, transformative, holistic and forward-looking planning. For example, flood adaptation strategies that are informed by resilience thinking encompass a range of actions for reducing risks (such as analyzing hazard probability, exposure and vulnerability) before flood events occur, as well as enhancing preparation, response, and recovery capacities for when a flood occurs through various environmental, financial, social, and political mechanisms. Thus, adaptation and resilience are complementary when it comes to responding to the impacts of climate change.

➢ What resources are available to understand climate change mitigation and adaptation further?

For more information on climate change mitigation and adaptation, visit Engineers and Geoscientists BC's Climate Change Information Portal.

➢ How are equity-deserving groups and rural communities disproportionally impacted by climate change?

Although the impacts of climate change affect everyone, equity-deserving groups are disproportionally impacted by climate change, exacerbating existing attitudinal, historic, social and environmental inequities and injustices.

As a result of colonial marginalization forcing their communities into remote, climate-vulnerable areas, Indigenous Peoples can experience greater health risks from climate-related events (e.g., heatwaves, wildfires, and floods) and may experience disrupted access to traditional lands and practices.

People with disabilities can be at a greater risk of heat-related diseases and death, as intense heatwaves, floods, or wildfires and wildfire smoke can exacerbate physical and psychological symptoms and create barriers to accessing evacuation and emergency services.

2SLGBTQIA+ persons are often forced to leave their homes due to family conflicts, threats of abuse or actual violence, which makes them experience higher rates of housing insecurity. Climate-related events place people who are housing-insecure, at greater risk of exposure to climate hazards and can reduce housing availability in affected communities. 2SLGBTQIA+ people also often get refused the help and shelter meant to assist climate impacted communities.

Adaptation strategies—such as cooling or evacuation centres—are often not designed to consider the needs of marginalized populations like women at risk of violence. Women may not go to these public spaces and risk endangering themselves and/or their children.

Many rural and remote communities have experienced changing access to, and quality of, food and water systems. These issues are linked to environmental changes such as rising temperatures, changing precipitation patterns, and increasing incidents of extreme weather events. In addition, due to the remote and unique access to these communities, they face higher risk of being affected by climate impacts, for example when wildfires or flooding cause highway closures and evacuation.

➢ Why should registrants collaborate with Indigenous Peoples on addressing climate change?

While Indigenous Peoples are considered equity-deserving and share many issues in common with other equity-deserving groups (e.g., racism and sexism), their issues and rights are also distinct and separate from broader equity, diversity and inclusion efforts. This stems from the fact that Indigenous Peoples and their nations are the original occupants of these territories and have stewarded them since time immemorial, predating the establishment of the Dominion of Canada in 1867.

Indigenous Peoples, who comprise 5% of the global population, are widely recognized as being responsible for managing lands that hold a significant portion of the world's biodiversity. In Canada, Indigenous Peoples have maintained a long-standing and intricate relationship and balance with respect to natural ecosystems, including implementing adaptive strategies to address environmental changes such as climate change. Indigenous Peoples have been observing ecological and climatological change for thousands of years and can provide valuable insights that can enhance current methodologies to address climate change (e.g., climate risk assessments).

In addition, under the BC *Declaration on the Rights of Indigenous Peoples Act* (DRIPA), Indigenous Peoples exercise and have full enjoyment of their rights to self-determination and self-government. As such, when addressing climate change in their professional practice, registrants must consider Indigenous Peoples not only as an equity-deserving group but also as a level of government in Canada. In fact, reflecting on, and accounting for, the rights of Indigenous Peoples to maintain, control, protect, or develop Indigenous "cultural heritage, traditional knowledge, traditional cultural expressions, and manifestations of sciences, technologies or cultures," is required under governmental legislation, including under Section 55.1 of the *PGA.*

As such, registrants are encouraged to respectfully engage and collaborate with Indigenous Peoples to learn ways to integrate Indigenous knowledge and perspectives into climate action. To implement best practices that foster reciprocal, respectful, and collaborative relationships with Indigenous Peoples, registrants should familiarize themselves with Engineers Canada's 2023 *Guideline on Indigenous Consultation and Engagement*.

➢ What are other professional associations doing about climate change?

In their April 26, 2024 annual general meeting, the Council of the Association of Professional Engineers and Geoscientists of Alberta (APEGA) requested its Practice Review Board inquire into the practice of the professions by professional members, licenses, permit holders, or certificate holders, with respect to evolving climate risk disclosure.

Engineers Geoscientists Manitoba (EGM) has a webpage dedicated to professional training and resources on climate change.

Engineers Canada has published a national guideline for engineers on the principles of climate adaptation and mitigation. It is intended to set out general concepts and principles to inform engineering professionals on why adaptation and mitigation of climate change is relevant in professional practice.

The Association of Consulting Engineering Companies in BC (ACEC-BC) has developed a climate change position paper to support members and their clients to understand and manage the evolving standard of care with respect to climate resilience and adaptation. The paper addresses risks and mitigation strategies and support members to communicate with their clients. In addition, ACEC-BC developed a guide to help consulting engineering companies and their clients to integrate climate change considerations in project scope and procurement of consulting engineering services. The objective in developing this guide was to enhance long-term resilience and sustainability of infrastructure by ensuring that relevant climate factors are adequately considered and communicated with respect to the expected level of service of a project.

The Royal Architectural Institute of Canada (RAIC) has declared commitments and principles focused on addressing climate change within the architectural practice.

The Canadian Institute of Planners (CIP) has taken actions to advance climate change-informed planning. It developed a Climate Change Policy for Planning which defines the role that planning has in meeting the complex challenges of climate change and call planners to action to create communities that are resilient.

The Canadian Medical Association (CMA) has a webpage calling for climate action, informing of the impacts of climate change on human health, and recognizing that Canada's health system is part of the problem.

In the U.S., the National Society of Professional Engineers (NSPE) formally recognized in 2006 the importance of sustainability by adding a new professional obligation to the Society's Code of Ethics. The new provision stated, "Engineers are encouraged to adhere to the principles of sustainable development in order to protect the environment for future generations." In February 2022, the NSPE Board of Directors endorsed "The Role of the Engineering Community in Addressing Climate Change." Prepared with input from a working group of 16 organizations including NSPE, the statement is intended to unite, energize, and motivate people within and across organizations, and to fulfill their desires for meaning and purpose in their professional lives. More information can be found on NSPE's The Environment - Sustainability and Resilience webpage.

Engineers Australia recognised the scale and urgency of the challenges presented by climate change, the disruptions it causes, and the pivotal role of engineering in enabling a socially just transition to a sustainable society. As such, their work on climate change is guided by their position statement which supports rapid and wide-ranging action to reduce greenhouse gas emissions to net zero and adapt to the changing climate. It also recognizes that practical, innovative engineering will be essential to achieving these goals. They work closely with members and the wider profession to develop Engineers Australia's climate policy platform and drive the public conversation forward. Engineers Australia also engages regularly with government and parliamentary inquiries on climate-related issues.

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ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 6.2

DATE	February 5, 2025
REPORT TO	Board for Decision
FROM	Governance Sub-Committee
SUBJECT	Format of the 2025 Annual General Meeting
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation.

Purpose	To approve the format for the 2025 Annual General Meeting
Motion	That the Board approve the 2025 Annual General Meeting to be held in Vancouver, BC using a hybrid format on October 28, 2025, at 2:00 pm.

BACKGROUND

The 2024 Annual General Meeting (AGM) was held on October 16th as a hybrid meeting. More than 750 registrants attended this year's AGM either in person or online. Just over 190 attendees participated in a post event AGM survey. Of those respondents, 92% agreed the hybrid meeting worked well and 92% also agreed that the AGM was well organized. The comments from the survey along with the increase in attendance numbers suggest the move to a mid-week AGM was well received.

The Board is responsible for determining whether the AGM will be held in person, electronically or as a hybrid. The Governance Sub-Committee considered feedback from last year, recommendations for 2025 and support continuing with a hybrid format for 2025.

DISCUSSION

Traditionally the AGM is held alongside the Annual Conference. The 2025 Annual Conference will be held October 28 to 30 in Vancouver, BC. To begin planning, the time and format of the AGM need to be confirmed.

Last year, the Governance Sub-Committee felt there were clear benefits to hold the AGM as a hybrid event, particularly for registrants who do not have the time or ability to travel but wish to participate in the governance of their profession. It was noted that while the hybrid model incurs a higher cost, it is justified given the overall attendance and better engagement experience.

Following last year's AGM, a series of retrospectives have been completed to learn what went well and what could be improved. Based on these discussions, below are key recommendations/considerations discussed with the Governance Sub-Committee for 2025 AGM planning.

- Maintain the hybrid format (record attendance numbers and AGM feedback supports it).
- Maintain the weekday scheduling (record attendance and AGM feedback supports it).
- Explore ways to shorten the meeting.
- Ensure content focuses on our regulatory mandate, reinforces our role and highlights regulatory trends/findings, etc.
- Explore additional engagement opportunities, e.g. townhalls, outside of the AGM for registrant feedback so that the AGM is not the only engagement opportunity for registrants.

Another consideration raised last year was around the timing of when the Annual Report is published and the due date for AGM motions. As the 2025 AGM occurs later in October, the Annual Report is expected to be published in advance of the AGM deadline. However, internal discussions are occurring to see what additional steps can be taken.

RECOMMENDATION

The Governance Sub-Committee recommends to the Board that the 2025 Annual General Meeting be held on Tuesday, October 28th at 2:00 pm, using a hybrid format.

MOTION

That the Board approve the 2025 Annual General Meeting to be held in Vancouver, BC using a hybrid format on October 28, 2025, at 2:00 pm.

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 6.3

DATE	February 5, 2025
REPORT TO	The Board for Decision
FROM	Finance, Audit, & Risk (FAR) Sub-Committee Jennifer Cho, CPA, CGA Chief Financial and Administration Officer
SUBJECT	Draft FY2026 Budget Guidelines
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation.

Purpose	To have the Board review the draft FY2026 Budget Guidelines.
Motion	That the Board approve the FY2026 Budget Guidelines, as presented.

BACKGROUND

The budget is the primary instrument of fiscal control and, accordingly, contains all projected revenues and expenditures of the organization. The budget is expressed in terms of dollars, the funded programs and plans of the organization for the fiscal year and the estimated revenues necessary to finance these programs and plans. Budget guidelines have been created in the past to act as a guiding post for the creation of a budget.

Budget guidelines are the start of the budgeting process. Once the guidelines are approved by the Board, staff take the guidelines as a basis to create the draft budget. A vigorous process occurs where zero based budgeting is applied to all revenues and salaries & benefits (60% of the budget). A very thorough process is then used to consider new resource requests. Each request is required to be supported by a detailed business case (RCA). Strategic Plan Initiatives, reserves and risk register items are all factored into the process for consideration of funds necessary to fulfill budget guideline requirements.

The draft budget is then presented to the FAR Sub-Committee for review in early May 2025. All input from the Sub-Committee is incorporated into a new draft budget that will then be presented to the Board in late May 2025 for approval.

DISCUSSION

The FAR Sub-Committee reviewed the Draft Budget Guidelines at their January meeting and recommend that the Board approve the guidelines as presented. Outlined below is the draft of the FY2026 fiscal year Budget Guidelines for your review and approval. The FY2025 Budget Guidelines were used as a base. Red text are new changes.

Principle: Engineers and Geoscientists BC is a not-for-profit regulator ~~organization~~ and will be financially self-sustaining.

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 ~~to cover inflation~~ *
    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 ~~of economies,~~ efficiencies ~~and effectiveness~~ of the organization. ~~current staffing levels, expenditures, along with revenue strategies.~~ 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, the Legal and Insurance Fund, and the Advocacy Body 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 2026 budget approval will be finalized at the Board meeting in May 2025.

Refer to '*' notes below for further explanations.

Some important points to note:

- Principle – added "regulator" to distinguish ourselves of our role
- * Point #2.i indicates an appropriate fee increase be considered and not limit it to inflation as the fee is the true cost of regulation and fees may increase simply to cover the costs needed to fulfill its mandatory role as a regulator. Note for this year, it is the hope that natural volume increases in registrants and firms may be sufficient to cover inflationary and other cost pressures of the organization.
- **Point #3.a.i is regarding increase in resources. It is our practice to keep resource increases at a minimal level, however, we recommend adding this to the guideline to formalize it. The organization has gone through a significant period of change and growth over the last few years. As we look to FY2026, we want the organization to stabilize and give ourselves time to utilize the new resources from the past years. As such, we are not expecting to see large increases in staffing. The organization is settling into the programs that have been created and maturing the staff that have been added in this period
- ***Point #6 is in place to consider past surpluses when setting annual fee increases and reflects an actual practice that is being done and stems from AGM Motion #1 from the 2023 AGM.
- ****Point #7 is a new addition to reflect what has already been in practice for many years. Capital building improvements/replacements follow a schedule from an external building report on what work needs to be done to upkeep the building. Capitalizable hardware and software follows scheduled replacement needs and scheduled development plans for in-house software.
- Note that the impact of the ActivitiesTransitions on operations will be incorporated into the process of review of the revenues and expenditures in Guideline #2 & #3. No significant revenue impact is expected till July 1, 2025 (FY2026).
- The Principle stated at the beginning of this document emphasizes that the organization is not-for-profit and self-sustaining. This is a shift from the view that each individual program should be self-sustaining. Not all programs will be, e.g., Innovation Magazine, some regulatory Continuing Education seminars.
- Alignment of the budget to the Strategic Plan ensures the organization is focusing its efforts on the Strategic Plan.
- It is best practice to do an annual review of economies, efficiencies, & effectiveness of staffing levels, expenditures, and revenue strategies during the budgeting process, thus the inclusion of such a guideline. Outlined in more detail in the draft guidelines are specific considerations for such a review.
- It is important to ensure funding is in place to address Risk Register items.

- Review of funding levels for all reserves is a necessity annually to ensure that long term the organization is appropriately funded and ultimately financially sustainable. No decisions have been made on the future of the Advocacy Body Fund, however, as it is created by the Board, it still needs to be considered in this process until the Board makes a decision otherwise on this fund's future.

RECOMMENDATION

That the Board to approve the FY2026 Budget Guidelines, as presented.

MOTION

That the Board approve the FY2026 Budget Guidelines, as presented.

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 6.4

DATE	February 5, 2025
REPORT TO	Board for Information
FROM	Jennifer Cho, CPA, CGA, Chief Financial and Administration Officer Alicia Tan, CPA, CMA, Director, Finance
SUBJECT	FY2025 Q2 Financial Results
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation.

Purpose	For the Board to receive financial results as at the end of second quarter FY2025 ending December 31, 2024.
Motion	No motion. For information only.

BACKGROUND

Quarterly financial reports are to be made to the Board for review to ensure the Board is kept fully apprised of the financial and operational situation of the organization. This financial report has been reviewed by the Finance, Audit, and Risk Sub-Committee on January 30th, 2025.

YEAR-TO-DATE FINANCIAL RESULTS AS AT END OF DECEMBER 31, 2024

This update includes a comparison of FY2025 year-to-date (YTD) actual results as at the end of December, 2024 (Q2) to first forecast as presented to the Board in November, and to FY2025 budget, with a summary of major variances (in '000's).

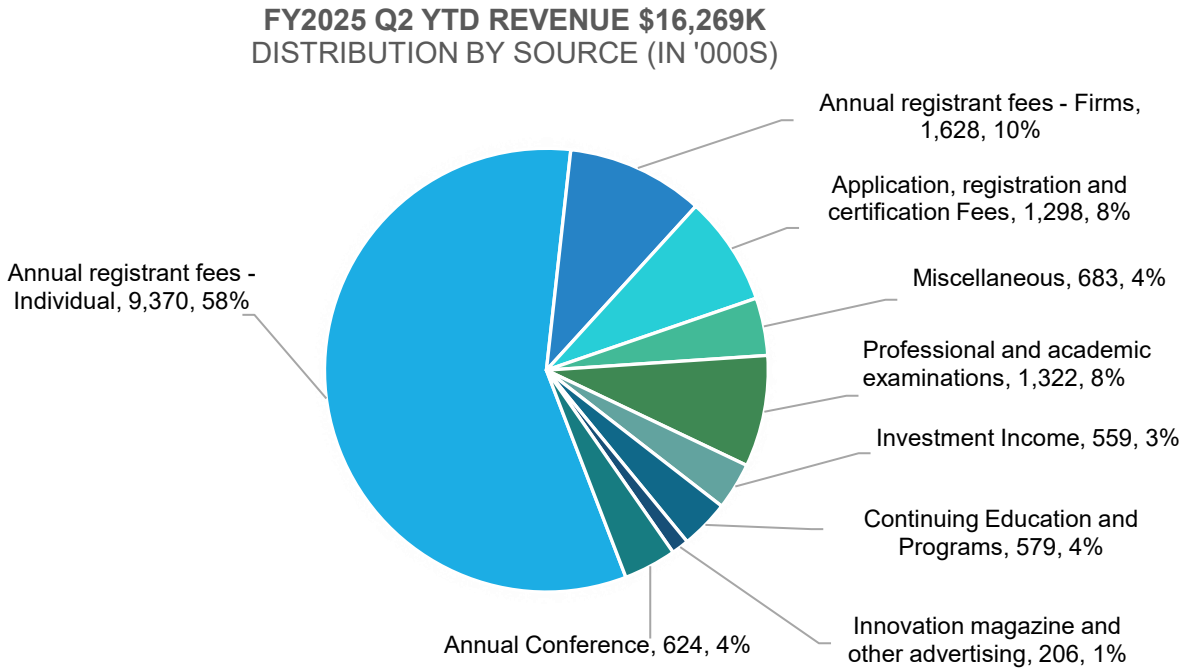
Table 1		A	B	C	D*	E*
		YTD DEC Actual	YTD DEC Budget	YTD Forecast 1	YTD DEC Var- Act vs Budget	YTD Var- Act vs Fcst 1
	Summary					
1	Revenue	16,269	16,533	16,457	(264)	(188)
2	Salaries and Benefits	9,313	9,805	9,541	492	228
3	Expenditures	5,155	5,924	5,413	769	258
4=(1-2-3)	Surplus (Deficit) Before Grants and External Projects	1,801	804	1,503	996	298
5	Surplus (Deficit) from Grants	91	38	94	53	(4)
6=(4+5)	**Surplus (Deficit)**	**1,891**	**842**	**1,597**	**1,050**	**294**

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

The Q2 financial result as at end of December 31, 2024 ended with a year-to-date (YTD) surplus of $1,891K (A6). This is $294K (E6) higher than the forecasted YTD surplus of $1,597K (C6). A more detailed variance report is outlined in **Appendix A**.

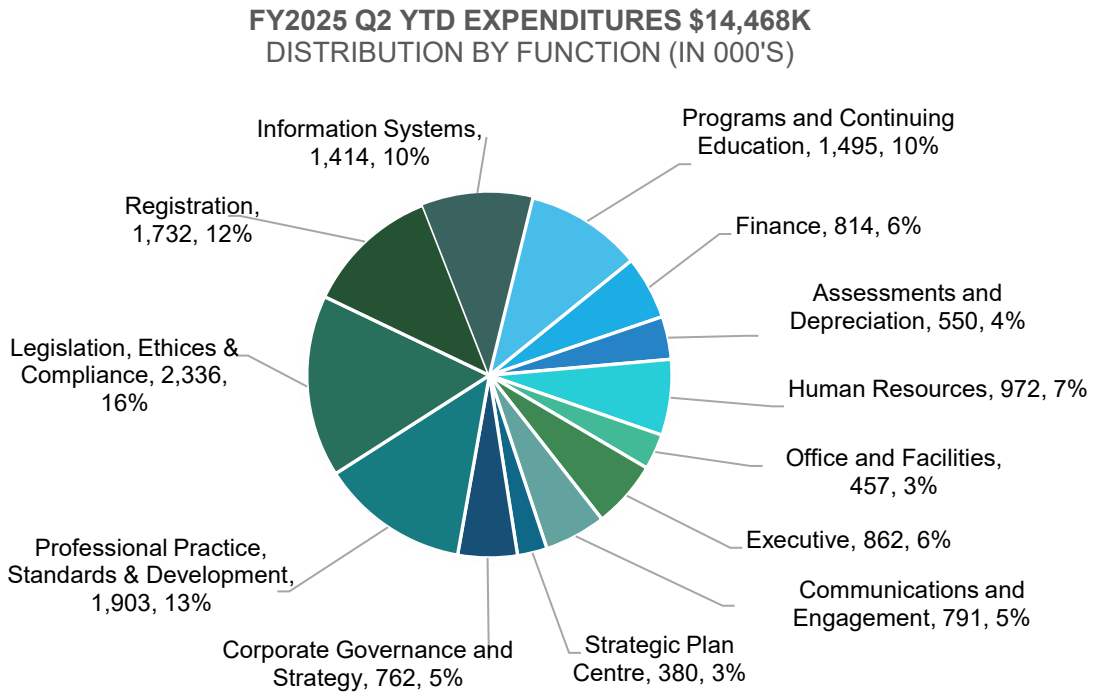
YTD Revenues

YTD total revenue is $16,269K (cell A1). Figure 1 below shows the distribution of this revenue by source.



YTD Expenditures including salaries

YTD total operating expenditure is $14,468K (cell A2 and A3). Figure 2 below shows the distribution of this expenditure by function.



FY2025 Q2 Actuals vs YTD Forecast 1

YTD revenue is $188K (cell E1) lower than forecast 1 primary due to:

- lower volume of Academic exam candidates from other jurisdictions and National Professional Practice Exams candidates than expected ($44K)
- lower than expected registration and application volume ($74K)
- lower annual conference attendance than expected ($19K)
- lower innovation revenue ($32K) due to delay from mail strike
- lower Continuing Education seminars attendance ($51K) offset by
- higher BC Online Seminar revenue ($21K) than expected
- higher on Continuing Education late fee revenue ($44K) than expected

YTD expenditure is $486K (cell E2 and E3) lower than forecast 1 primarily due to:

- lower salaries and benefits expenses ($228K) from vacancies and timing of staff vacation,
- lower overall contract services ($82K) due to timing of projects and expenses
- less spending on Academic exam and Professional Practice Exams ($32K)
- lower expenses in events, travelling and office, general and miscellaneous offset by
- higher legal expenses ($97K) due to timing and rate of settlement on disciplinary files,

FY2025 Q2 YTD Actuals vs FY2025 YTD Budget

YTD revenue is $264K (cell D1) lower than budget primarily due to:

- lower application/registration volume ($124K) than budgeted
- lower than expected candidates for academic exam ($85K) offset by professional practice exam ($28K)
- lower annual conference revenue ($197k)
- less revenue on advertising ($30K) and innovation magazine ($33K) and than budgeted offset by
- higher individual annual registrant revenue ($49K) and firm annual registrant fees ($61K)
- higher legal recoveries ($36K) and Continuing Education late fee ($144K) than budgeted

YTD expenditure is $1,261K (cell D2 and D3) lower than budget primarily due to:

- lower salaries and benefits expenses ($492K) due to vacancies,
- lower contract services ($274K) due to timing of project and expenses,
- lower expenses in office, general and miscellaneous and meeting and travelling

APPENDIX A - FY2025 Q2 Statement of Revenue and Expenses Compared to Budget and Forecast 1

FY2025 Q2 Statement of Revenue and Expenses Compared to Budget and Forecast 1 (in '000's)

		A	B	C	D* = A vs B		E* = A vs C	
		FY2025 YTD Dec Actual	FY2025 YTD Dec Budget	FY2025 YTD Dec Forecast 1	Variance - Actual vs Budget	Comments - Actual vs Budget	Variance - Actual vs Forecast 1	Comments - Actual vs Forecast 1
	Revenue							
1	Annual registrant fees - Individual	9,370	9,320	9,327	49	Higher interim fee revenue due to higher-than-expected new applicants	42	Higher interim fee revenue due to higher-than-expected new applicants
2	Annual registrant fees - Firms	1,628	1,567	1,639	61	Higher than expected number of firms	(11)	
3	Professional and academic examinations	1,322	1,384	1,366	(62)	Less Academic exam candidates lead to lower revenue than expected	(44)	Less Academic exam candidates lead to lower revenue than expected
4	Application, registration and certification Fees	1,298	1,422	1,372	(124)	Lower than expected registration/application volume	(74)	Lower than expected registration/application volume
5	Miscellaneous	652	500	636	151	Higher legal recoveries and higher than expected late fee related to CE and AIR program	16	
6	Annual conference	624	822	644	(197)	Lower than expected in-person attendance offset by higher sponsor revenue	(19)	Lower than expected in-person attendance
7	Continuing Education and Programs	579	586	612	(7)		(33)	Due to overall lower CE team capacity results in less CE courses offered
8	Investment Income	559	631	566	(71)	Less funds into investment to better suit organizational cash needs and lower interest rates than expected	(6)	

		A	B	C	D* = A vs B		E* = A vs C	
		FY2025 YTD Dec Actual	FY2025 YTD Dec Budget	FY2025 YTD Dec Forecast 1	Variance - Actual vs Budget	Comments - Actual vs Budget	Variance - Actual vs Forecast 1	Comments - Actual vs Forecast 1
9	Other revenue	237	302	294	(64)	timing on innovation revenue due to mail strike plus Career ad revenue is slower than expected	(57)	timing on innovation revenue due to mail strike plus Career ad revenue is slower than expected
10	**Total Revenue**	**16,269**	**16,533**	**16,457**	**(264)**		**(188)**	
	Salaries and Expenses							
11	Salaries and employee benefits	9,313	9,805	9,541	492	Savings due to delay in filling vacancies	228	Savings due to delay in filling vacancies
12	Contract and consulting services	1,726	2,000	1,808	274	Timing of projects and spend across organization	82	Timing of projects and spend across organization
13	Office, general and miscellaneous	872	961	906	89	Timing of actual expense vs budget	34	Timing of spending
14	Legal	474	478	377	3		(97)	Higher disciplinary files costs than expected
15	Examinations	470	522	502	52	Less spending on Academic Exam than budgeted	32	Less spending on Academic and PPE Exam than expected
16	Meetings, room rentals and special events	401	505	418	104	Timing of meetings and events	17	
17	Amortization	394	376	398	(18)	Timing of spending	5	
18	IT and Telecommunications	295	372	318	77	Timing of spending	24	
19	Premises and operating costs	206	219	232	13		25	
20	Travel	185	289	247	103	Timing of travelling	62	Less travel than expected

21	Printing, publication and distribution costs	131	204	206	73	Mainly due to timing of innovation magazine due to mail strike	75	Mainly due to timing of innovation magazine due to mail strike
22	**Total Salaries and Expense before Grants and External Projects**	**14,468**	**15,729**	**14,954**	**1,261**		**486**	
23 = 10-22	**Surplus before Grants and External Projects**	**1,801**	**804**	**1,503**	**997**		**298**	
24	**Surplus (Deficit) from Grants and External Projects**	**91**	**38**	**94**	**53**	Timing of grant progress	**(4)**	
25 = 23+24	**Total Surplus (Deficit)**	**1,891**	**842**	**1,597**	**1,050**		**294**	

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

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 6.5

DATE	February 11, 2025
REPORT TO	Board for Information
FROM	Heidi Yang, P.Eng., FEC, FGC (Hon.), Chief Executive Officer
SUBJECT	Strategic Plan – Year 3 Update
LINKAGE TO STRATEGIC PLAN	We have efficient and effective systems in place to enable modern regulation.

Purpose	To update the Board on the status of Year 3 strategic projects.
Motion	For information only.

BACKGROUND

On the recommendation of the Peer-Nominated Team and in response to organizational capacity challenges, last fall the Executive Team reviewed the Year 3 organizational plan and presented the outcome to the Board in November 2024. Initiatives were re-prioritized based on which initiatives were highly important for the organization to focus on, which initiatives could be delayed, and which initiatives could progress with limited impact on staff across the organization.

PROJECT SUMMARY

The Year 3 initiatives are outlined below, along with project summaries for additional background information (**Appendix A**) and a one-page project portfolio dashboard (**Appendix B**).

Must Do Initiatives

Three initiatives are categorized as highly important “Must Do” projects that are very important for the organization to make progress on.

Data Governance – Digital Migration	
Overall Status	The project is experiencing some delays. The project is experiencing critical resource gaps.
Year 3 – Key Deliverables	Complete data migration for the following departments: • Corporate Governance & Strategy • Information Systems • Legislation, Ethics & Compliance • Programs and Continuing Education
Notable Achievements	During this reporting period the project: • Completed solution design, build, go-live and training with the CGS department, substantially completing activities with that department. • Completed solution design, build, and go-live with the IS department. • Commenced the LEC department phase.
Key Risks	1. Resource gaps related to the recruitment of Business Analyst (BA) and Functional Analyst (FA) roles may incur schedule delays. 2. Departments may be more complex than assumed in the project planning process, and more effort may be required as a result.
Mitigation Strategy	1. Backfill missing BA/FA with existing project team member time to the extent available. 2. Convene early meetings with each department to assess the complexity of the department and adjust planning assumptions as necessary.

Future Space Needs	
Overall Status	The project is on track.

Year 3 – Key Deliverables	• Implementation of the initial “cohort move” **Completed**
	• Impact analysis on expected new hires from 2025 role approval process.
	• Determination of the implementation plan for opening of the office on Fridays, including:
	  ○ In-office schedule for all staff
	  ○ Flex day schedule
	  ○ Revised seating plan

Notable Achievements	During this reporting period the project: • Prepared pathway that reviewed headcount growth in office zones.. • Created tools: seating plans, in-office schedules, and metrics showing available seating before reaching capacity to increase visibility. • Prepared change management plan and created key messages, FAQs, and presentation decks for engagement.
Key Risks	1. Coordination of updates to staff schedules and seating plans in the implementation plan is a multi-department activity that is dependent on Directors who are busy. There is risk that this activity takes longer to accomplish than assumed.
Mitigation Strategy	1. Schedule coordination meetings well in advance. Develop tools that give department and divisional leaders good situational awareness to enable effective decision making and buy-in.

Creating capacity is the third initiative in the "Must do, can't fail" category. This initiative is nested within Program Synergy and is proceeding under that umbrella. This initiative will focus on decision making and leadership behaviors in the latter half of year three of the strategic plan. A Program Synergy update is available in the CEO Board Report.

Continuing Initiatives

The projects categorized as Continuing are limited to strategy development. Work on these initiatives is primarily isolated to the team managing the project and does not impact staff across the organization.

Initiative	Year 3 Deliverables	Status
Volunteer Program	This initiative is developing five deliverables that will prepare the organization to implement recommendations in six areas: recruitment, screening, selection & placement, onboarding, recognition, and roles & responsibilities.	**On Track.** 5 deliverables: • 3 underway • 2 pending start All deliverables are expected to be substantially complete by year end.
Building Trust with Registrants Strategy	This initiative is determining the ongoing engagement approach with our registrants, and will deliver: • A "what we heard" report outlining learnings from Registrant focus groups • A set of Registrant engagement recommendations for the Board	**On Track** 2 deliverables: • 2 underway All deliverables are expected to be substantially complete by year end.

Initiative	Year 3 Deliverables	Status
Climate Change & Sustainability Strategy	This initiative will deliver: • **Completed -** An internal climate gap analysis • An updated climate position statement • An external engagement report, and • An updated overall climate change and sustainability strategy.	**On Track** 4 deliverables: • 1 complete • 3 underway All deliverables are expected to be substantially complete by year end.
Activities Transition	This initiative is continuing to work on the 30 activity transitions, with the majority slated to complete in the current fiscal year.	**On Track** Of 30 transitions: • 19 are complete • 9 are in progress, with 8 of these expected to complete in year 3 • 2 are pending start.
Reconciliation Strategy*	This initiative is in a pre-planning stage, as our new EDI Manager, is onboarded.	**Pending start**

SUMMARY

Overall, there is solid progress being made across all seven projects currently underway. While there are some projects delays in Data Migration due to recruitment delays and complexity, Executive sponsors are monitoring progress, risk and supporting mitigation strategies. With the EDI Manager now on board, planning work has commenced to prepare for the development of the Reconciliation Strategy.

MOTION

No motion, for information only.

APPENDIX A – Project Short Summaries

APPENDIX B – Project Portfolio Dashboard

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

PROJECT SHORT SUMMARIES JANUARY 2025

IN PROGRESS

DATA GOVERNANCE (DIGITAL MIGRATION)

The primary project within this initiative area is digital migration. Digital migration is an enabling step for data governance that aims to consolidate organization data in systems that efficiently support best practices for data management. Digital migration is taking place on a rolling department-by-department basis throughout calendar 2025. During each department migration, the project team works with department staff to understand their business processes and works together with the department to design a data architecture solution that is fit for purpose. Following the design, the solution is built, and data is subsequently migrated to the newly established location(s). Each department engagement by the project occurs over a 3-4 month period, with the possibility that more than one department is working with the project at any given time.

In parallel, work is underway to characterize the ongoing nature of data governance at Engineers and Geoscientists BC. This work will define the roles and responsibilities related to data governance within the organization, and from where these roles and responsibilities will be staffed. This work will also develop the governance and management approach related to our data operations.

FUTURE SPACE NEEDS (SHORT TERM)

In FY24, the Future Space Needs project focused on both short-term (Phase 1) and long-term (Phase 2) components. Phase 1 looked at how we might maximize our utilization of the current building through the development of office utilization scenarios, while Phase 2 focused on projecting our future headcount and how that might impact our long-term needs. Phase 2 is now complete. A separate project will be initiated in the future to begin work on the long-term solution.

In FY25, Phase 1 has confirmed an implementation concept that will open the office on Fridays, allowing a 20% increase in office capacity. The primary objective for FY25 is developing the implementation plan for this scenario, including any physical office reconfiguration, HR/operating policy changes, and applicable in-office working day schedule changes for individual staff.

VOLUNTEER PROGRAM

The volunteer program is leveraging Phase 1 work completed in FY24 to initiate the build out of a comprehensive organizational volunteer program.

Phase 1 of the program development identified recommendations for future volunteer program implementation items.

Phase 2 of this initiative commenced in FY25, and the Phase 2 project is preparing the foundational concepts and materials to enable the implementation of several Phase 1 recommendations. By the end of the fiscal year, this program will have established “implementation ready” roles, processes, and artifacts to be deployed in the following areas:

- Recruitment: Improved volunteer role descriptions, updated application form, and development of urgency-based recruitment strategies.
- Screening: standardizing volunteer agreements
- Selection and placement: standardizing a response protocol for candidate volunteers, and standardizing interview templates
- Onboarding: developing a specific form for remunerated volunteers, and updating various compliance and transparency forms.
- Recognition: developing increased volunteer engagement presence on social media.
- Staff roles and responsibilities: ensuring staff contacts and roles related to volunteer roles and groups are clearly identified.

Future phases of this program will deploy the items developed in Phase 2, and will develop and deploy additional items developed in Phase 1.

CLIMATE STRATEGY

The Climate Strategy project in FY25 aims to continue its critical review of Engineers and Geoscientists BC's operational and regulatory work from a climate change perspective to identify action areas, and clarify and confirm our regulatory role with regards to climate change.

Regarding our internal operations, the project plans to:

- Perform a physical climate risk assessment related to our facilities and ongoing operations.
- Develop an emissions reduction plan to outline opportunities for action.

At an organizational strategic level, the project plans to:

- By September 2025, update our organization’s climate change position statement, and develop an organizational climate strategy that supports the updated position.

BUILDING TRUST WITH REGISTRANTS

Overall, this project aims to help ensure that our regulatory mandate is clear to our interested parties and they trust us to fulfill our mandate.

To date, the project has completed its engagement with registrants involved in the Branch Program and is moving on to a wider set of focus group consultations with registrants this Spring and a Registrant Insights Survey to inform approaches surrounding development of a Registrant engagement strategy.

This project expects to wrap up by the end of FY25, culminating in a set of recommendations to the Board to guide the organization's ongoing registrant engagement.

ACTIVITIES TRANSITION

The organization is continuing to progress the set of 30 defined activity transitions that were announced in June 2023. The bulk of the transitions will be complete by the end of FY25, with only three continuing into FY26.

IN DEVELOPMENT

RECONCILIATION STRATEGY

Work is currently underway with a reconciliation consultant to guide and inform the development of an organization reconciliation strategy. This work, accompanied by internal staff consultation, will continue in FY25 culminating in the delivery of a reconciliation strategy document towards the end of the fiscal year. This discovery phase work will inform future charter development for reconciliation projects.

ENGINEERS & GEOSCIENTISTS
BRITISH COLUMBIA

Project Portfolio Dashboard

Reporting as of: **Jan 31, 2025**
Prior reporting as of: Jan 31, 2025

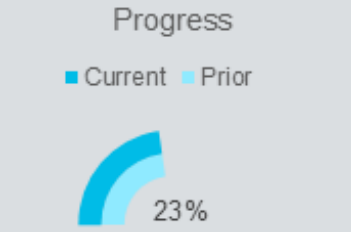
Status Legend
On Track
Notable Concerns
Critical Concerns

Digital Migration

Sponsor COO
Forecast Completion December 2025

Overall Status: Prior → Current

Progress



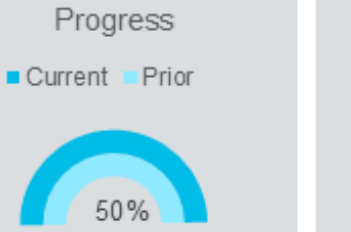
Notes:
- CGS dept complete
- IS dept nearing completion
- LEC dept initiated; risk of more complexity than expected

Climate Change

Sponsor CRO
Forecast Completion September 2025

Overall Status: Prior → Current

Progress



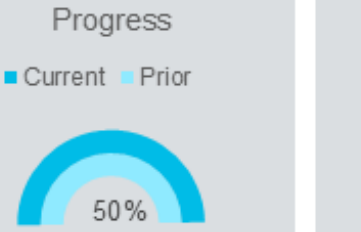
Notes:
- Internal gap analysis complete
- Expect to present climate strategy to Board at June meeting

Building Trust w/ Registrants

Sponsor COO
Forecast Completion June 2025

Overall Status: Prior → Current

Progress



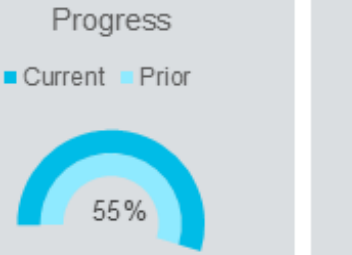
Notes:
- Registrant focus groups planned
- Expect to present recommendations to Board at June meeting

Volunteer Program Implementation (P2)

Sponsor CFAO
Forecast Completion June 2025

Overall Status: Prior → Current

Progress



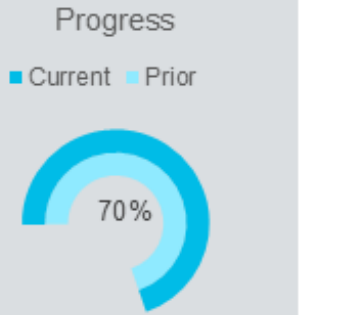
Notes:
- Development work progressing well
- Expect to complete five deliverables by fiscal year end.

Future Space Needs

Sponsor CFAO
Forecast Completion October 2025

Overall Status: Prior → Current

Progress



Notes:
- Developed situational awareness tools
- FY26 hiring plans may affect project schedule

ENGINEERS & GEOSCIENTISTS BRITISH COLUMBIA

OPEN SESSION

ITEM 6.7

DATE	February 4, 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 November 29, 2024 meeting of the Board.
Motion	For information only.

1. COMMUNICATION ON BYLAW CHANGES REGARDING FIRMS

Following a change to our Bylaws in November related to registrant firms' obligation to ensure correct title use, we communicated to Responsible Officers (ROs) and Responsible Registrants (RRs) at registrant firms to advise them of this change and what next steps would be required for them.

We recognize there will likely be a variety of complexity with regard to compliance across firms and we will be working with organizations and targeting compliance by January 1, 2026. Resources and consultation will be available for ROs and RRs with frequent communications planned this year.

2. REGISTRANT ENGAGEMENT STRATEGY DEVELOPMENT UNDERWAY

Staff are beginning work to support the development of a Registrant Engagement Strategy, which will identify why, when, and how Engineers and Geoscientists BC connects with registrants to seek input and inform decision-making. The strategy follows changes to our mandate in which several long-standing programs with engagement functions (including Branches and Awards) have ended, creating a need for the organization to redefine how it connects with its registrants under a more focused regulatory mandate.

Activities to inform the strategy are beginning this spring. Following up on feedback we received at our Engagement Booth at the Annual Conference last October, we are hosting three focus groups with registrants to seek input on when/how/why they want to share their feedback with us. The annual Registrant Insights survey will also launch in April, exploring registrant perceptions of EGBC as well as engagement preferences.

The Registrant Engagement Strategy is scheduled to be presented to the Board in June.

3. NEW GUIDELINES PUBLSHED

Our practice team has been hard at work in the development of guidelines to support our Registrants to be at their best. We recently published two Practice Advisories: one related to the use of Artificial Intelligence (AI) in professional practice of engineering and geoscience; and the other related to Diamond Drill Core Logging as it pertains to mining projects and mineral extraction.

4. UPDATE ON ASTTBC RESERVED PRACTICE

Engineers and Geoscientists BC has been working collaboratively with ASTTBC on the development of their Reserved Practice, and making progress. A joint statement is being planned to be issued by ASTTBC, EGBC, and OSPG to provide an update to the joint statement shared in May 2024.

5. STRATEGIC PLAN UPDATE

The Board will receive an update on Year 3 of our Strategic Plan as part of the Board Agenda. In addition to this great work, the Executive Team discussed possible work for Year 4 and 5 of the Organizational Plan to complete initiatives of the Strategic Plan as well as a good conversation about what completion of the Strategic Plan looked like in terms of deliverables. Further conversation with the Board on Year 4 and 5 will occur at the September Board meeting.

6. IRON PIN CEREMONY

On January 8, 2025, I had the opportunity to attend and speak at the Iron Pin Ceremony at UBC. The Iron Pin ceremony celebrated 10 years this year and is intended to welcome new engineering students to the engineering community, and to reflect the values of professionalism and ethics that are foundational in their engineering career. I was so encouraged by the talent and leadership of these engineering students – I see a bright future ahead! In attendance was also Chair Mark Porter and Board Member Veronica Knott who was one of the co-founders of the ceremony.

7. ENGINEERS CANADA UPDATE

Engineers Canada Board met on December 9, 2025. Highlights of the meeting include:

- **Strategic Plan Progress**: Q3 interim report shows all priorities on track for completion by year-end; focus on collaboration with Regulators next quarter.
- **Futures of Engineering Accreditation (FEA) Report**: Path Forward Report received, with the acknowledgement of so much work done by staff, volunteers and regulators to identify modernizations needed for the future. Three actions were approved - pilot study on competency-based accreditation, governance review, and information sessions. Note that the outcome of the FEA will likely fundamentally impact accreditation throughout Canada as EC pivots towards outcomes-based assessments.
- **Financial and Budget Approvals:** 2025 budget approved with $11.5M operational budget and $1.1M project budget; recommended 2027 Per Capita Assessment Fee set at $11.
- **Governance and HR Committee Updates**: Policy revisions approved; Governance Review Task Force appointments made, ensuring diverse representation.
- **CEAB and CEQB Updates**: 2025 CEQB work plan approved; partial approval for 2025 CEAB work plan, focusing on accreditation criteria.
- **30 by 30 Initiative**: shared upcoming 30x30 conference in Vancouver, and EC is encouraging everyone to reach out and promote to their networks to make this a sold-out event. They also encourage our Board to sign up to attend!

8. GEOSCIENTISTS CANADA UPDATE

I would like to announce that **Peter Friz, P.Geo., P.L.Eng., LG, FGC** will be the next Geoscientists Canada Canadian Geoscience Standards Council representative, replacing Brent Ward. This is a great opportunity for Peter to make an impact to the broader Geoscientist Profession!

The Geoscientists Canada Board met on January 17th. Highlights of the meeting include approval of FGC nominees, a review of the GC work plan, and assessment fee review. This conversation centered around the appropriate lead time for notifying Members about a potential fee increase for 2026 to align with budget cycles. GC plans to send out a survey in November 2025 to regulators to understand appropriate lead time.