



Public Protection  Pride in Profession



# 2011 Annual Report



## Mission

Protect the public by regulating geoscience in Ontario and advancing professional practice.

## Vision

To be the leader of the geoscience professions for the benefit of society and the Association's members.



## Preface

This is the Association of Professional Geoscientists of Ontario's (APGO) ninth Annual Report to the Minister of Northern Development and Mines, the APGO membership, and the Ontario public. The purpose of this report is to present a comprehensive overview of the Association's activities during the past year for the benefit of the identified stakeholders and others.

The Association remained focused on three key areas throughout 2011 as per the Strategic Plan developed in early 2011:

Strategic Priorities	Strategic Directions
Marketing	Increase awareness of the geoscience profession
Membership	Grow membership and enhance value for members
National Leadership	Provide leadership on national and international mobility and standards
Operations	Strengthen processes, procedures, people and resources

The Association continued to fulfill its duties in the areas of Registration, Complaints and Discipline, Professional Practice and Continuing Professional Development (CPD).

Applications for registration continued to increase over the annual rate for 2010, resulting in a solid increase in professional geoscience members. Complaints registered with the Association were either resolved, are currently under review, or will be moving to discipline. The online CPD program continues to receive favourable comments from Association members. The Council is currently seeking and reviewing various methods by which to provide support to members through the provision of CPD opportunities.

The APGO continued to work closely with Geoscientists Canada (formerly known as the Canadian Council of Professional Geoscientists) on a variety of initiatives including: the Canadian Geoscience Standards Board Internationally Trained Geoscientists initiative; the 4<sup>th</sup> Annual International Professional Geoscience conference; and the potential for an incidental practice initiative.

The APGO has continued to work with a variety of government ministries and offices in order to continually improve public protection and to ensure that current and future members are represented at the government level. The Environmental Geoscience Subcommittee continued to collaborate on the review and revision of the Brownfields professional practice guideline; there is also continued collaboration and consultation with the Office of the Fairness Commissioner on fair, transparent, and objective registration practices; and there is ongoing consultations with the Ministry of Northern Development and Mines with regards to regulation revisions to ensure fair, transparent and objective registration practises while maintain the Associations mandate of public protection.

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## Letter to the Minister of Northern Development and Mines

May 1, 2012

The Honourable Rick Bartolucci  
Minister of Northern Development and Mines  
99 Wellesley Street West, Whitney Block, Room 5630  
Toronto, ON M7A 1W3

Dear Minister Bartolucci,

On behalf of the Council of the Association of Professional Geoscientists of Ontario (APGO), its committees and staff, it gives me great pleasure to present you with the APGO's 2011 Annual Report. This report demonstrates our commitment and summarizes our activities aimed at continuing to support a strong and sustainable geoscience profession in Ontario, in line with the goals and objectives of the Ministry of Northern Development and Mines. APGO's audited financial report for 2011 and a list of volunteers that contributed to the success of the Association this past year are included in this report. We trust that you will find the APGO continues to meet our mandate, and that the Association is effectively governing the profession of geoscience in Ontario.

The APGO membership has continued to increase, with over 2010 members of all classes as of December 31, 2011, including 1769 full, limited or temporary P.Geos. Significant effort has been spent growing the student and Geoscientist-in-Training membership categories, to contribute to growth of the profession. These registration numbers mean that the APGO continues to be the largest geoscience-only regulator in Canada and that Ontario maintains the second largest population of professional geoscientists in Canada.

The APGO's Registration Regulation was challenged in Divisional Court. In December 2011, the court decision was handed down. The decision hinges on whether the APGO has the legislated authority to review the content of a university degree to ascertain whether it meets the minimum knowledge requirements, as established by Geoscientists Canada and as accepted by the self-regulating geoscience associations across Canada. The court decision suggests that the APGO does not have this authority. The APGO has filed a motion for leave to appeal the decision with the Ontario Court of Appeal. At the time of this report, this appeal is still in process. We are confident that working with the MNDM will bring clarity to and support for the Association's legislated authority, and this issue will be resolved soon.

Association staff and volunteers continued to work on various national and international initiatives designed to encourage compliance with, and awareness of, the Act and to facilitate mobility.

I would like to take this opportunity to thank you and the staff of your Ministry for working with the Association through 2011, and we look forward to our continued relations through 2012 and beyond. The APGO trusts that you find the Annual Report interesting and informative.

Sincerely,

Kristin E. Hanson, M.Sc., P.Geos.  
President

## President's Report



2011 marks the beginning of the second decade for the Professional Geoscientists Act, 2000. The first professional geoscientist was licensed in Ontario in 2002. In the ensuing decade, membership in the APGO has doubled. The APGO has become the largest geoscience-only professional association in Canada, with the highest population of professionally licensed geoscientists outside of Alberta.

I had the honor of being inducted as President of the Association at our Annual General Meeting in June 2011. That AGM was a well-attended meeting, giving our members the opportunity to network with one another and with distinguished guests, as well as attend several short courses facilitated by APGO to support continuing professional development. Our featured speaker was Mr. Oliver Bonham, the Executive Director of Geoscientists Canada. Mr. Bonham discussed the importance of mobility for professional geoscientists, both across Canada and around the world. He outlined the difference between permanent mobility (relocating one's practice permanently) and incidental practice (short-term project-based work in another jurisdiction), and the importance of both to practicing geoscientists.

The APGO has been taking a leadership position on the Geoscientists Canada board of directors, working to facilitate better mobility of geoscientists engaged in incidental practice. Our existing inter-provincial mobility agreement with Quebec is an example of such facilitation. APGO has been working to facilitate similar agreements with other provinces.

In 2011, the APGO revisited its Strategic Plan, re-evaluating priorities and objectives for the next three years (2011-2014). The Strategic Plan adopted by Council in 2011 has four strategic priorities:

**Marketing** – Increase awareness of the geoscience profession

**Membership** – Grow membership and enhance value for members

**National Leadership** – Provide leadership on national and international mobility and standards

**Operations** – Strengthen processes, procedures, people and resources

A Strategic Planning Committee was formed that identified the key tasks to be accomplished this year in order to pave the way to accomplish the three-year strategic plan.

In response to membership growth, the Association hired a full-time Registrar, responding to the growing management workload faced by our combined Executive Director/Registrar position and small group of support staff. The separation of these responsibilities will allow APGO staff resources to increase focus on issues of registration, enforcement and compliance.

One key growth area involves engaging the future generations of professional geoscientists. A very encouraging trend is our growth of over 65% in the last year in the numbers of Geoscientist-in-Training and student members. We are very pleased to be able to engage students while they are in university, and bring them into the profession as GITs when they graduate. APGO staff and volunteers have done significant work and outreach to encourage GIT and student membership in recent years, which is producing excellent results.

In 2009, the APGO submitted suggested revisions to Registration Regulation O.Reg. 59/01 to the Ministry of Northern Development, Mines and Forestry (MNDMF). The MNDMF (now the MNM) is reviewing the requested revisions which would further clarify the registration requirements for all categories of membership of APGO to ensure a fair, transparent and objective application process. We are working closely with the MNM to review and update this regulation to ensure it is adequately updated to reflect current realities.

In 2010, the APGO faced a challenge of the Registration Regulation in Divisional Court. In December 2011, the court decision was handed down. The decision hinges on whether the APGO has the legislated authority to review the content of a university degree to ascertain whether it meets the minimum knowledge requirements, as

established by Geoscientists Canada and as accepted by the self-regulating geoscience associations across Canada. The court decision suggests that the APGO does not have this authority. The APGO believes this decision, as worded, could have repercussions not only on APGO applicants for registration, but also on the Association's ability to restrict membership only to those who have successfully completed specified knowledge requirements, the mobility of APGO members, and possibly on a member's ability to act as a Qualified Person under NI43-101.

The APGO has filed a motion for leave to appeal the decision with the Ontario Court of Appeal. At the time of this report, this appeal is still in process. This isn't the last challenge the APGO will face. We are confident that working with the MNDM will bring clarity to and support for the Association's legislated authority, and this issue will be resolved soon.

In conclusion, one of the great strengths of the APGO is the dedication and hard work of the volunteers and staff. I cannot thank them enough for their hard work and dedication. Thank you to each committee volunteer and my colleagues on Council for contributing your valuable time and professional knowledge to the work of the Association. Andrea Waldie and her dedicated staff at APGO interact with members and the public on a daily basis, participate in and support Committee work, and ensure that APGO functions smoothly. Thank you all so much for your efforts. It is a pleasure working with all of you and I look forward to continuing to work with you in 2012.

Kristin E. Hanson, M.Sc., P.Geo.  
President

## Vice President's Report



The growth in membership in APGO and the added value provided to our members continued in 2011. I have had the pleasure of sitting on the Registration Committee for the past seven years. The number of meetings required to review the applications has steadily

grown and by the end of the year monthly meetings were required. Recording CPD hours on line has greatly simplified the process and we have just started to see some of the improvements to the web site that will be finalized in 2012. A new Strategic Plan was developed in 2011 and will serve as the foundation for priorities in marketing, growing and enhancing value for our members, national leadership and APGO operations. A special note of thanks in the strategic planning process goes to Doreen Weston, a non-member councillor, for her efforts in the plan and the start of its implementation.

One of the new duties of the Vice President that was introduced in 2011 is to co-ordinate the APGO's committees and subcommittees. These duties included ensuring the committees are active; ensuring that the committees have the necessary volunteers, including Council members that are stipulated for some committees; co-ordinating the submission of committee budgets for financial planning; and to ensure that Chair succession planning is in place. Our volunteers, along with a very dedicated and efficient staff, are vital to the keep the APGO running. More than 100 volunteers were active in 2011 and yet more are always needed. Please consider providing even a little of your time. You will find rewarding from both a personal and professional point of view.

I have the pleasure of sitting on Council for six years. I have been continually amazed at the quality of Council members and especially the Presidents. Our outgoing president, Kristen Hanson, P.Geo., has raised the bar yet again. Kristen's in-sight and dedication to the role have been felt in all aspects of APGO's endeavours. Thankfully, Kristen's wisdom will remain on Council as Past President as I look forward to continuing to learn from her and from incoming Vice President, Andrew Cheatle, P.Geo.

Andrea Waldie, P.Geo., also continued her more than diligent role as Executive Director and Registrar in 2011. Staff positions have been well defined and renewed optimism was apparent throughout the year. The addition of Aftab Khan, P.Geo., as the new Registrar is very welcomed and will allow Andrea to concentrate more on her director role.

Ian Macdonald, M.Sc., P.Geo., Vice President

## Executive Director's Report



2011 presented the Association of Professional Geoscientists of Ontario with many opportunities and challenges. Development and implementation of a new strategic plan, staff changes within the office, on-going work with the Ministry of Northern Development and Mines and the Office of the Fairness Commissioner, and a legal challenge to the Registration Regulation highlighted this past year and are commented on throughout this report.

### Strategic Plan

The new Strategic Plan for June 2011 to June 2014 was developed through member, Council, and staff input. Council approved the plan and work on its initiatives began immediately. A Marketing Task Force was formed to work in conjunction with the Communications and Public Awareness Committee to focus on one of the key strategic areas, that of increased awareness of the geoscience profession among both geoscientists and the public.

APGO has taken a leadership role at the national level with Geoscientists Canada (GC) in working toward the strategic goal of improving mobility for members. APGO representatives at GC volunteer on various national committees reviewing incidental practice nationally and potential mutual recognition agreements with other provinces as well as organizations outside of Canada.

APGO Council members, member volunteers, and staff continued to reach out to geoscience students, through the various Ontario universities, and to the public at various events, striving to grow membership and to increase public awareness of geoscience.

The Association has also continued its review of operations, policies, and procedures. Gaps have been identified and work is ongoing to revise existing documentation, to strengthen procedures and provide transparency in policies, and guidance to members, stakeholders, volunteers, and staff.

### Growing Staff to Serve a Growing Membership

Within the Association office, several changes occurred over the 2011 year. The Assistant to the Registrar resigned early in 2011 and a Deputy Registrar, Ms. Renee Edwards, joined the Association. Later in the year, to facilitate the growing number of applications and the demands on the office staff, a Registrar was hired, Mr. Aftab Khan, P.Geo. This allowed the role of Executive Director / Registrar to be split, so that I now hold only the Executive Director title and can focus on managing operations and accomplishing strategic initiatives. In addition to myself, the Registrar and Deputy Registrar, the office staff includes a PPE & Technical Exam Coordinator; Receptionist; part-time Communications Coordinator; and part-time Bookkeeper. This compliment of staff will facilitate normal office duties as well as provide much need support in order to carry out the strategic plan.

### Fair, Transparent, and Objective Registration

The Association continued efforts in several areas to ensure fair, transparent, and objective registration practices. Two areas in which efforts were focussed included on-going collaboration with the Office of the Fairness Commissioner and continued work, initiated in January of 2009, with the Ministry of Northern Development and Mines to revise the Registration Regulation, O.Reg. 59/01, to clarify and confirm registration criteria, to facilitate mobility, and to address registration practise issues for limited members and applicants.

### Regulation Challenge

The APGO's Registration Regulation was challenged in Divisional Court during 2011. In December 2011, the court decision was handed down. The decision hinges on whether the APGO has the legislated authority to review the content of a university degree to ascertain whether it meets the minimum knowledge requirements. The knowledge requirements were established by Geoscientists Canada Canadian Geoscience Standards Board after many years of review and stakeholder consultation. The suggested knowledge requirements were reviewed and approved by the APGO Council and Registration Committee as the representative content of a four year Bachelor of Science degree in an area of geoscience, the entry level requirement for registration. The self-regulating geoscience

associations across Canada agreed under a memorandum of understanding signed in 2009 that all applicants for registration will have demonstrated geoscience knowledge equal to that set out in the knowledge requirements. The court decision suggests that the APGO does not have this authority. At the end of 2011, APGO had filed a motion for leave to appeal the Divisional Court decision.

### Finance

At the end of fiscal year 2011, the Association had an excess of revenue over expenditures of \$39,996, allowing a contribution to the Association's Strategic Initiatives Fund. The Strategic Initiatives Fund provides financial support for initiatives which allow the Association to address the goals set out in the Strategic Plan. The Contingency Reserve Fund is funded in an amount at least equal to six months of operating funds of the Association. The Fund is intended to ensure that APGO has the financial resources to defend itself should it be faced with legal challenges, such as has occurred during 2011 in the case of the Divisional Court challenge. The Fund is monitored annually and will be adjusted

from time to time to ensure that future requirements will be met.

### Appreciation

I would like to extend my sincere appreciation to the volunteers and staff who support and lead the Association. This organization succeeds due in great part to its dedicated volunteers and the outstanding effort of the staff. I would particularly like to thank the President, Kristin Hanson, P.Ge.; Vice President, Ian Macdonald, P.Ge.; Executive Committee; Council, and the many APGO committee chairs and committee members who have contributed so much to the growth and management of the Association and to the profession of geoscience. These individuals give up their valuable time in order to serve the members and public. I greatly appreciate their counsel, commitment and devotion to high ideals.

Andrea Waldie, P.Ge.  
Executive Director

### Registrations as of December 31, 2011

Membership Class	At December 31, 2011	At December 31, 2010
Full P.Ge.	1712	1629
Temporary P.Ge.	13	26
Limited P.Ge.	44	35
Non-Practising P.Ge.	42	33
Geoscientist-in-Training	131	86
Student	68	35
<b>TOTAL</b>	<b>2010</b>	<b>1844</b>



Number of Certificates of Authorization	
At December 31, 2011	At December 31, 2010
<b>178</b>	<b>168</b>

## Committee Reports

### Registration

**Jim Steel, P.Geo. - Chair**

**Andrea Waldie, P.Geo. – Executive Director**

**Aftab Khan, P.Geo. - Registrar**

One of the most positive aspects for the Registration Committee in 2011 was the hiring of Aftab Khan for the position of Registrar. Aftab joined the APGO in August following more than 30 years in geophysics both in Canada and abroad. Aftab assisted Andrea Waldie, P.Geo. in the registration duties in 2011 and officially became the Registrar in January 2012 when he completed his own registration process. Welcome aboard Aftab.

2011 also saw the hiring of a new Deputy Registrar, Renée Edwards. Renée's enthusiasm and quick uptake of the registration process are greatly appreciated. Aftab and Renée's new roles will allow Andrea to concentrate her time as Executive Director while still providing continuity and insight to the Registration Committee.

The registration process for individual memberships continued to grow at a greater than anticipated rate throughout 2011. This increase in membership growth rate is due to a combination of factors: a greater awareness of the legal requirement for licensure when practising professional geoscience in Ontario; an increased focus on outreach and communication, with all stakeholders, on the part of the Association; an increased requirement on the part of employers with regard to the need for licensure as a condition of

employment or promotion; and an increased knowledge of the way that geoscience impacts the public.

During the year, APGO's Registration Committee met eight times to review both new and deferred memberships, to review and evaluate C of A applications, and to review policies and procedures of relevance to the fair licensure of candidates. As in previous years, the Association owes a huge debt of gratitude to the volunteers on the Registration Committee who have put in many long hours assessing applications.

### **Membership Registrations**

As at December 31, 2011, APGO's membership breakdown by class was as follows:

- 1,712 P.Geo. (Full unrestricted Practising)
- 44 P.Geo. (Limited)
- 13 P.Geo. (Temporary)
- 42 P.Geo. (Non-practising)
- 131 Geoscientist-in-Training
- 68 Students

By year-end APGO had received a total of **2,668** applications from the time of its inception, including the **284** applications received in 2011. To search a list of current members in good standing, please visit the APGO website at:

<http://www.apgo.net/membersearch.php>

### **Certificates of Authorization**

As of December 31, 2011, APGO had issued a total of **178** Certificates of Authorization (Cs of A), to firms offering or providing professional geoscience service(s) in Ontario. The number of Cs of A is categorized as shown below:

- **90** One Practitioner
- **36** Two Practitioners
- **52** Three or more Practitioners

To search a list of current Certificates of Authorization in good standing, please visit the APGO website at:

<http://www.apgo.net/companysearch.php>

### **Appeals of the Decision of the Registration Committee**

The APGO also has a formal independent appeal procedure to allow for reconsideration of applications for membership or Certificates of Authorization that are denied by the Registration Committee. Appeal hearings are conducted under the provisions of the Statutory Procedures Act and take place before a special meeting of a panel of the APGO Council. Each applicant is provided with the opportunity to appeal the decision of the Registration Committee to the special meeting of Council and to provide any information the applicant chooses to provide to the special meeting of Council.

During 2011, 3 appeals of the decisions of the Registration Committee were sought. Two appeals resulted in same decision as the decision of the Registration Committee. One appeal was accepted in favour of applicant.

### **Suspensions**

The Registrar has the power, under the Act, to suspend a member's licence. Suspensions can result from such issues as nonpayment of annual membership dues within the time frame (as set out in the By-Laws), or from not successfully completing the Professional Practice and Ethics exam within the time frame stipulated in the Registration Regulation (O.Reg.59/01). In most cases, identified issues were addressed and full licensure was restored. In a few very isolated cases, failure to act upon the suspensions can result in licences being subsequently revoked by the Council.

During 2011, the following suspensions were issued:

- 8 for non-payment of annual membership dues.

As at December 31, 2011, 8 membership suspensions remained in effect for the 2012 year.

There were no suspensions issued in 2011 for sanctions imposed as a result of the decisions of the Discipline Committee.

### **Professional Practice & Ethics Examination**

During 2011, **111** APGO members or applicants registered to write the Professional Practice and Ethics (PPE) examination. The exams are held across Canada each year on a quarterly basis in January, April, July and October. For the three hour APGO version of the exam, candidates answer 120 multiple-choice questions and a 30-minute essay question. One hundred of the multiple-choice questions are based on national issues, while 20 are specific to professional practice and ethics as they apply to undertaking professional geoscience activity in Ontario.

Because of the geographic dispersion of APGO members throughout Ontario, across Canada and around the world, the Association continued to make the arrangements for candidates to sit the exam at any location, provided suitable facilities and a professionally-registered proctor could be arranged. The APGO strives to be inclusive while maintaining the standards set by the profession. Once again, on behalf of the Association and all those who sat the NPPE exam during 2011, we would like to extend our gratitude to our many volunteer members who served as proctors at the many sittings throughout the year.

### **Complaints**

**Alan Aubut, P.Geo. – Chair**

The Complaints Committee reviews complaints received by the Registrar or the Association and currently has 38 members.

During 2011 there were two new complaints received by the association and Preliminary Review Panels convened to review each case. One case received in 2009 has now been passed onto the Discipline Committee for adjudication.

The "Manual of Process and Procedure" that helps guide the complaint review process was updated and has now been submitted to Council

for approval. Other aspects of the committees' procedures are currently under review to help improve the overall process.

## **Discipline**

### **Tammy Middleton, P.Geo. – Chair**

The Discipline Committee is responsible for hearing and determining cases of professional misconduct, negligence or incompetence, brought against a member or certificate holder. The Committee was not called upon to convene any Hearings or supply a Panel in the year 2011. Regular meetings of the Discipline Committee and the Executive Director continued to be held by teleconference on a quarterly basis. In 2011, the Committee focussed on: retaining a full complement of members that reflect the geographic areas of the province and the wide range of geoscience sub-disciplines; continuing development of procedural aids to the Committee especially aids for making consistent decisions regarding penalties; and maintaining a Standing Hearing Panel.

A training session was held on June 16, 2011 in Toronto in conjunction with the Association's Annual General Meeting. The 2011 training included a session on how to prepare for a Panel Decision and Order, presented by Carol Street LLB, (Independent Counsel to the Discipline Committee), followed by discussion and a "walk through" of how a DC decision and report would be prepared. The session was attended by twelve members of Council and the Discipline Committee. Members not able to attend in person or via teleconference were provided training packages.

The Committee Chair and Vice Chair hold two-year positions with the Vice Chair (Wayne Caston, P.Geo.) moving to the Chair position on completion of the Chair's mandate (June 2012). The Committee continues to maintain a Standing Hearing Panel composed of professional and public members, with alternates available, for immediate deployment. In 2011, four members retired from the Discipline Committee: Maureen Jensen, P.Geo., Don Johnson (APGO non-member Councillor), Robert Kuehnbaum, P. Geo. and Todd McCracken, P. Geo. Many thanks to our retiring members for their years of service.

## **Enforcement and Compliance**

### **Stephen Wilson, P.Geo. – Chair**

The Enforcement and Compliance Committee is responsible for working with the Executive Director & Registrar and APGO staff to ensure that practicing geoscientists and firms offering geoscience services to the public in Ontario are appropriately licensed to do so. The committee's primary function is to provide policy and guidance to the Registrar and staff of the Association. The Registrar is an ex-officio member of the committee. The committee reports to Council.

The Association's Enforcement and Compliance policies and procedures were established in the period 2003 to 2005, and since that time the main focus of the committee has been to work with APGO staff on specific compliance issues. The APGO's enforcement and compliance efforts have increased since 2008 as a result of the focus brought to bear on this issue via the APGO strategic plan and through the efforts of the Enforcement & Compliance Coordinators. The enforcement and compliance efforts have directly resulted in an increase in applications and membership, furthering the Associations mandate of public and environment protection through the registration of qualified individuals as geoscience professionals.

In 2011, the committee began assisting with the review of specific compliance files that were brought to the attention of the committee by APGO Staff. The files brought forward included those with clear evidence of noncompliance with the requirements of the Professional Geoscientists Act concerning the practice of professional geoscience. The Committee made recommendations to Staff as to the next steps that the APGO could consider in regards to the individual files.

In 2012, regular (monthly to semi-monthly) committee meetings are scheduled to continue to help staff determine the appropriate response of the Association to unresponsive individuals, complicated files, and instances of noncompliance that pose a serious or immediate risk to the public and/or the environment.

## **Communications and Public Awareness**

**Mark Priddle, P.Geo. – Chair**

The Communications and Public Awareness (C & PA) Committee is responsible for developing and managing a plan for communications and public awareness. The Committee is also responsible for overseeing the Association's newsletter, *Field Notes*. Committee members provided recommendations and oversight regarding Association outreach as well as communications to members and the public. The Association published numerous articles over the course of 2011 in both its own Association newsletter, *Field Notes*, and in various periodicals and journals. Advertisements were also placed in numerous periodicals and journals to promote awareness of the requirement to register with the APGO when practicing professional geoscience in Ontario as well as to promote and generate public awareness of the profession of geoscience.

The C & PA committee was active in the public arena in 2011. Our key event was attendance at "Gemboree" in Bancroft in July-August. This is a very popular event that is held each year for the rock-hounding public. APGO, through the C & PA committee, maintained a booth during the event, passing out APGO awareness promotional items and chatting with the many attendees. This raised the exposure of the APGO in the community and with cottagers in the area visiting from across Ontario, including many young students who attend the event. The Association has been invited back to Gemboree in 2012 by the organizing committee.

The APGO also had a presence at a number of other public and professional events with a geoscience focus. The C & PA presented a lecture on professional geoscience in Ontario to an engineering geophysicists group at the Geological Survey of Canada in Ottawa.

While not directly under the C & PA umbrella, various APGO councillors visited Ontario universities offering a geoscience program in 2011 to present the concept of professional geoscience and the registration process to several hundred geoscience students. These events often end up being the catalyst for students to eventually become P.Geo.'s.

The C & PA was also active in the overall branding and marketing program for the APGO in 2011. This included consultations with PR Associates, the lead consultants, and other members of council to develop an outreach campaign for the Association. The Committee will continue to develop and manage communication as well as public awareness plans as per the APGO Strategic Initiatives plan developed in 2011.

## **Governance**

**Karen Ford, M.B.A., C.M.A. – Chair**

The mandate of the Governance Committee is to monitor the overall function of Council and the Association to ensure compliance with the Act, Regulations and By-laws and ensure adherence to all other pertinent standards and practices of a self-regulating professional association.

Your Governance Committee meets as required to advance the governance agenda per the APGO Strategic Plan. Association policies and practice documents have been inventoried and reviewed, and development of policies, operating guidelines and other procedural documents are ongoing.

## **Finance**

**Chris Kimmerly, M.Sc., P. Geo. – Chair/  
Treasurer**

The primary functions of the Finance Committee are to ensure that the financial policies and procedures of the Association are followed and to review operating costs and performance of the Association against its budget and expenditure projections. As in previous years, the Treasurer and the Finance Committee reviewed the Association's annual budget (which controls APGO's activities), the 2010 Auditors' Report and 2010 Audited Financial Statements (which certify the details of APGO's operations) and discussed any issues that arose with the Executive Director/Registrar and obtained clarifications during the year, to ensure that the final documents are accurate. The Association's year-to-date financial statements were reviewed in the same manner on a monthly basis.

The Association maintains two funds, a Contingency Reserve Fund (CRF) and a Strategic Initiatives Fund (SIF). The purpose of the CRF is to ensure the Association has the financial capability to continue operations in the event it must defend itself against a legal challenge. The CRF is fully funded, providing some confidence that the APGO can continue its operations in the face of a legal challenge, and can continue to grow and achieve its mission and vision through driving its strategic plan. The purpose of the SIF is to fund initiatives stemming from the Strategic Plan such as web site upgrades, legal consultation to support enforcement and compliance actions and professional consultation fees for communications and marketing initiatives. In 2011, the Association was able to make a contribution to the SIF.

## Nominations

### **Deborah A. McCombe, P.Geo. - Chair**

In early 2011, the Nomination Committee chaired by Stephen Wilson, P. Geo. identified and encouraged candidates for several positions on Council for 2011-2012. These positions included Vice President, one Councillor-at-Large, the South-East Regional Councillor and the North-West Regional Councillor. Five candidates came forward and participated in the elections in early 2011. These positions were successfully filled in early 2011 and the Chair of the Nomination Committee turned over to Deborah McCombe, P. Geo. for the last half of 2011.

The Committee was charged with identifying and encouraging candidates for several positions on the Council for 2012-2013. The positions coming open for 2012-2013 were Vice President, two Councillor-at-Large positions, and the South-West Regional Councillor position. Articles for publication in the Association newsletter, Field Notes, and notices for inclusion in Association mail outs to members were developed and utilized. Candidates for the 2012-2013 Council were identified.

Based on this report, the Nomination Committee feels it has discharged its duties in 2011.

## Non-Member Appointment Committee

### **Dorene Weston, M.B.A. – Chair**

The non-APGO member public appointees contribute to Council through sharing their diverse insights and their wealth of experience in sectors and professions outside of geoscience. By fulfilling this role, the non-member public appointees represent the viewpoint of the public of Ontario on Council.

The Act stipulates that the public appointees participate on key APGO Committees including the Complaints Committee, the Discipline Committee, and the Executive Committee as well as on special panels required to review registration appeals. Non-member public appointees have satisfied this mandate during the 2010 year.

There are five non-member appointee positions on the Council:

- Four Non-member Appointees
- One Non-member Lieutenant Governor-in-Council Appointee (LGA)

The Non-Member public appointees during 2011 were as follows:

- Karen Ford, MBA, CMA
- Rob Gordon, MBA, P. Eng.
- Don Johnston (term ending June 2011)
- Visha Sukdeo (term beginning Fall 2011)
- Amy Stephenson, MBA, CFA
- Dorene Weston, MBA, LGA Appointee

## Professional Practice

### **Della Berwanger, P. Geo. - Chair**

The Professional Practice Committee is a standing committee of the APGO and is responsible for developing standards and guidelines for the practice of professional geoscience, developing an ongoing program of professional development, maintaining standards of professional ethics, and undertaking other professional practice matters as may arise from time to time. Several subcommittees exist to fulfill the various mandates of the Professional Practice Committee, and these include the following subcommittees: Environmental Geoscience,

Geophysics, Geology, and Continuing Professional Development.

Della Berwanger, P. Geo., was appointed as Chair of the Professional Practice Committee, subsequent to being elected as a Councillor at Large in 2011. The existing Professional Practice Committee members contacted and a few new members added to replace those who had stepped down. The Chair also established contact with the Chairs of the Subcommittees and requested each to review existing guidelines relevant to the Subcommittee's area of professional practice.

The Professional Practice Committee will be involved in reviewing the existing guidelines of the Association, and updating or directing updates, where appropriate, for subcommittee's to address. Development of the Association's Authentication of Documents guidance document, as well as establishing several other guidance documents that would best assist our membership is also planned. The Professional Practice Committee will engage with the Subcommittees to focus on increasing guidance resources that address both general and specific professional practice issues.

## **Audit Committee**

**Amy Stephenson, P. Geo. - Chair**

The Audit Committee is charged with the oversight of the accountability of financial and compensation matters of the Association on behalf of Council. The Committee made considerable progress this year after members approved Council's recommendation that the subcommittee become a Standing Committee. The recommendation is part of the strategic plan of Council to continually improve governance. Under its new Terms of Reference, the Committee is made up of a majority of non-member councillors and operates as an independent committee. Duties of this Committee include: overseeing the establishment and implementation of appropriate accounting policies and internal financial controls; assessment and reporting to Council on the financial risks of the Association; recommendations to Council of the annual appointment of auditors for approval by membership at the annual

general meeting; independent oversight of the annual financial audit; annual oversight and review of all staff compensation plans; and ensuring integrity and compliance of the accounting and financial reporting processes of the Association.

## **Subcommittee Reports**

### ***Geology Subcommittee***

**David S. Hunt, P. Geo. - Chair**

The Geology Subcommittee is a subcommittee of the Professional Practice Committee. The Geology Subcommittee's mandate is to support the Professional Practice Committee in fulfilling its mandate with respect to the practice of geology.

In late 2011, David S. Hunt, P. Geo., was appointed Chair of the Geology Subcommittee. In 2012 the Subcommittee will be reviewing and assessing current exploration best practice guidelines with a view to updating and broadening current APGO policies, as well as evaluating best practices as they will relate to Ontario's pending revised Mining Act.

The Subcommittee will also be assessing policy guideline gaps with other provincial geoscience regulatory organizations, and will be assisting the Professional Practice Committee with such matters as authentication of document policies, as well as other guidelines.

More participation and advice will increase the value of the Subcommittee's work; the Subcommittee welcomes anyone with an interest in these topics, and a small amount of time to spare, to join in on an overall or topic-specific basis.

### ***Environmental Geoscience Subcommittee***

**Ed Rodrigues, P. Geo. - Chair**

The Environmental Geoscience Subcommittee reports to the Professional Practice Committee.

The Environmental Geoscience Subcommittee continues to be involved in reviewing documents issued by the provincial Ministry of the

Environment (MOE) and making recommendations to the Executive Director, the Professional Practice Committee, and the APGO Council. Meetings of the Subcommittee were held by teleconference during 2011. Key areas in which the Subcommittee was active in 2011 include:

## 1. Brownfields

The Subcommittee has been in discussion with MOE with regards to updating the APGO guidance document "Guideline for Conducting Environmental Site Assessments under Ontario Regulation 153/04"

The Subcommittee is currently drafting updates to the document to include minor regulatory amendments made to Ontario Regulation 153/04 after the APGO Guideline Document was finalized. Also under development are "templates" for Phase I and Phase II Environmental Site Assessment reports completed for filing Records of Site Condition under Ontario Regulation 153/04. The templates will assist practitioners to prepare the reports that meet the technical and regulatory requirements of the Regulation, and should help facilitate standardisation of the reports prepared by practitioners. The Subcommittee is liaising with the Environment Committee of the Professional Engineers of Ontario to prepare the report templates that will serve the needs of both APGO and PEO members. It is anticipated that the draft report templates will be completed for review in late spring of 2012.

## 2. Nutrient Management

Also under review is the draft Nutrient Management Guideline prepared in 2009. The Subcommittee intends to have the guideline available for Council review and then finalized as an APGO guideline in 2012.

## 3. Geothermal Systems

Environmental Geoscience Subcommittee member Tony Lotimer, representing APGO, attended a consultation session in March, 2012 with MOE concerning installation of geothermal heat recovery systems for domestic purposes. APGO will continue to work with the MOE in this developing area.

## ***Geophysics Subcommittee***

**Milan Situm, P.Geo. - Chair**

The Geophysics Subcommittee is a subcommittee of the Professional Practice Committee, providing advice to the Committee and Council on topics of a geophysical professional practice nature.

In 2011 the Subcommittee reviewed the existing Geophysics Professional Practice Guideline and provided the guideline to the Professional Practice Committee for presentation and acceptance at Council. Upon approval, the document will be provided for member reference via the Association website under Professional Practice Guidelines. Approval and posting of this document is anticipated for Spring of 2012.

## ***Continuing Professional Development Subcommittee***

**Todd McCracken, P.Geo. - Chair**

The Continuing Professional Development (CPD) Subcommittee functions to establish and regularly review a Continuing Professional Development (CPD) program to help members improve their skills, enhance the currency of their knowledge, and provide structure and support for professionals to engage in a program of lifelong learning, consistent with the Association's legislated mandate. The CPD Subcommittee also strives to identify, review, and provide CPD opportunities to facilitate members' continuing professional development efforts. CPD short course opportunities were provided in conjunction with the Annual General Meeting in 2011. Further short course opportunities and online CPD opportunities are planned for development in 2012. The CPD Subcommittee reports to Council through the Professional Practice Committee.

## ***Student & G.I.T. Mentoring Subcommittee***

**Andrew Cheatle, P.Geo. – Chair**

The Student and G.I.T. Mentoring Subcommittee functions to review and consider

items and issues that concern student geoscientists and APGO Geoscientist-in-Training (G.I.T.) members and to recommend and develop resources to assist these individuals. The members of this Subcommittee included Students, G.I.T. members, and practicing members. The Subcommittee again met and conferred over the course of the year to continue ongoing development of a mentoring guideline, G.I.T. guideline and a Frequently Asked Questions document over the course of 2011 – all are scheduled for completion in 2012.

Throughout the year the APGO has continued to increase its profile through visits and presentations to students and geoscience faculty at Ontario universities. The APGO has researched the number and location of geoscience students attending Ontario universities, and by using this information has set clear targets to increase student membership in 2012 through to 2013.

It was previously noted by the Subcommittee that a mentoring guideline designed to assist both the mentor and the mentored would be beneficial to both parties and would help to ensure that the appropriate qualifying geoscience work experience was gained. The Subcommittee continued development of a draft mentoring guideline. Once completed and ratified by Council, the document will be posted on the APGO website.

### ***Northern Ontario Subcommittee***

**Rich Schmidt, P.Geol. – Chair**

The Northern Ontario Subcommittee is responsible for organizing Association events in the north and to ensure that the views and concerns of Northern Ontario geoscientists are communicated to Council. In the elected Council, Northern Ontario is represented by two regional councillors. The Northeastern Regional Councillor is Rich Schmidt, M.Sc., P.Geol. and the Northwestern Regional Councillor is Alan Abut, P.Geol.

The Northern Ontario subcommittee was inactive in 2011. The Subcommittee plans to communicate with Northern Ontario APGO members in 2012 to determine issues of specific concern. Views and concerns of Northern

Ontario APGO members may be brought to the attention of the member's regional councillor, any other council member, or the executive director at any time.

### ***Field Notes Newsletter Subcommittee***

**Wendy Diaz, P.Geol. – Chair**

In 2011, the *Field Notes* Newsletter Subcommittee consisted of six members. Three APGO members were publication team members and two members served as the contributing editors and one person served as editor. APGO's Executive Director/Registrar served as the second contributing editor. The Communications Coordinator, hired in 2008, produces the newsletter in-house. This subcommittee produces the association's e-newsletter, *Field Notes*, for the APGO membership and interested stakeholders.

*Field Notes* was published every other month for a total of 6 issues in 2011 (Number 45 to 50) and maintained one sponsor. Currently, the newsletter does not include advertising but in September 2011, APGO Council indicated that advertising in *Field Notes* would become available. Members of the Subcommittee are working on an advertising policy and advertisement specifications and standards for future inclusion of advertising in the newsletter. The main body of the newsletter consists of several articles, usually between two and four short articles, written by the contributing editors, sub-committee members, the APGO President and various other contributors usually from the membership. About 18 articles were published last year. Beginning in 2010 and continuing throughout 2011, two small sections of the newsletter layout were dedicated to an up-to-date listing of newly registered APGO members (including practicing and limited as well as GITs and temporary licenses) and a list of meetings and events and other tasks that APGO executive and committee members conducted on behalf of members and professional geoscience, entitled ***APGO At Work***.

Throughout the year feature articles covered various topics such as: ethical practice, professional liability insurance, the future of professional geoscience, illegal practice,



international accreditation and public outreach by the APGO. The Strategic Planning process for 2011-2014 was also a subject of an article by the Vice President of the APGO, which will outline the APGO goals and priorities for the start of the second decade of APGO's existence. The initiative of the new online APGO Membership Renewal Process launched on October 31, 2011 and was announced to members in an article. An announcement of the 4<sup>th</sup> International Professional Geology Conference (IPGC) in January 2012 was also covered in a *Field Notes* article. An overview of the APGO Annual General Meeting and the two short courses offered there (Insurance and Professional Geoscience Practice and the New NI 43-101 Standards for Mineral Projects) was provided in an article. Some articles educated members of potential problems in conducting their work such as the article written by the Executive Director & Registrar about what to do if a complaint was filed against them and an article about the benefits of having Professional Liability Insurance and Secondary Professional Liability Insurance written by a Past President of the APGO. Another article drew attention to guidance documents for environmental geoscientists to help with their work on site assessments at Brownfields in Ontario. Occasionally, an article was dedicated to a book review of a newly published book of interest to geoscientists such as the review of the book entitled *Mineral Exploration & Mining Essentials* by Robert Stevens published in the May/June 2011 issue of *Field Notes*. In the regular **President's Perspective** article, the APGO President addressed the membership and gave her insight on pertinent issues affecting the APGO such as the need for promoting licensure awareness and the duty to report as well as enforcement by the APGO to prevent illegal practice. She also encouraged members to get involved in their Association by volunteering on an APGO committee.

Members were made aware of volunteer opportunities in their community, such as the 2011 Halton Children's Water Festival, by a small messaging area in the newsletter and were informed of new regulatory announcements such as the MOE Modernization of Environmental Approvals. Other important and short announcements were highlighted in a red shaded box or the motion print banner text near the top of the newsletter. The newsletter

continued to provide APGO members with an opportunity to announce achievement awards, publication of books, new professional positions of leadership or other newsworthy accomplishments in the **Headliner** Section of the newsletter. This year, APGO members were notified that one of our past presidents, Maureen Jensen, P.Ge., was made Executive Director of the Ontario Securities Commission.

Also, included in the newsletter were various electronic links to interesting geoscience-related items or events on the world-wide-web under the **From Far Afield** Section. Announcements of upcoming conferences, articles in other professional publications, and notices of convictions and disciplinary action of geoscientists and their consultants in jurisdictions across Canada were linked to under the **Colluvium** Section. Photographs from the APGO annual photo contest were used as the banner at the top of the newsletter in each issue and the winners of the 2011 APGO photo competition were announced in the July/August issue of *Field Notes*.

## **Geoscientists Canada Report**

**Bill Pearson, Ph.D., P.Ge. – Ontario GC Board Representative**

Geoscientists Canada (GC), formerly the Canadian Council of Professional Geoscientists (CCPG), was established in 1998 to assist and represent the 11 provincial and territorial associations that license geoscientists in Canada. The mission of CCPG is to develop consistent, high standards for licensure and practice of geoscience; facilitate national and international mobility; and promote the recognition of Canadian professional geoscientists.

GC is governed by a Board of Directors appointed by its Constituent Association (CA) members. The Board meets twice yearly to consider a wide range of national and international issues. GC decisions are not binding on the CAs but are valuable in guiding CA policies. GC was involved with many national and international initiatives throughout 2011.

Geoscientists Canada together with co-conveners, the Australian Institute of Geoscientists, the European Federation of Geologists and the American Institute of Professional Geologists successfully hosted the 4th International Professional Geology Conference (“4IPGC”), in Vancouver, January 22-24, 2012. Under the theme “Earth Science – Global Practice”, the conference complemented the work of international professional geoscientists and aligned with the Mineral Exploration Roundup 2012 hosted by the Association for Mineral Exploration British Columbia (“AME BC”). 4IPGC continued the tradition of providing valuable coverage of topics related to professionalism and practice issues affecting Earth scientists globally.

All the presentations made during the conference including the Plenary Session, the Keynote Address and the Technical Sessions are available on the 4IPG website at [www.4ipgc.ca](http://www.4ipgc.ca).

At its 14th Annual General Meeting in June 2011, Geoscientists Canada elected Dr. Gregory C. Finn, P.Geol. of Ontario, to serve as its President for the period 2011-2012. Dr. Finn is Associate Professor of Earth Sciences and Vice-Provost and Associate Vice-President, Academic, at Brock University, in St. Catharines, Ontario. Dr. Finn is a Past President of the Association of Professional Geoscientists of Ontario (“APGO”) and was a member of the first APGO Transitional Council.

At the same Annual Meeting, Geoscientists Canada formed a Task Force (“Incidental Practice Task Force or IPTF”) to review issues related to the Incidental Practice and other mobility issues and report back to the Board with recommendations at the next Annual General Meeting in June 2012. This committee is Co-Chaired by Mr. John Hogg, P.Geol. of Alberta and Dr. Bill Pearson, P.Geol. of Ontario.

GC announced in December 2010 the unanimous decision of its Board of Directors to approve a new national framework on geoscience professional practice guidelines and to recommend it for use by its member associations across Canada. The new framework is set out in the Geoscientists Canada document entitled: “Framework for the

Development of Geoscience Professional Practice Guidelines”, a copy of which can be viewed on the Geoscientists Canada website [www.ccpq.ca](http://www.ccpq.ca).

The recipient of the 2011 Canadian Professional Geoscientist Award is Dr. Ian McIlreath, P.Geol., an accomplished and respected professional geologist with over 35 years of experience in oil and gas exploration and development. Dr. McIlreath has been an active volunteer with and served many technical, learned and professional organizations including the Canadian Society of Petroleum Geologists, the Geological Association of Canada, the Association of Professional Engineers, Geologists and Geophysicists of Alberta and the Canadian Geological Foundation.

The Canadian Professional Geoscientist Award was established in 2005 to recognize outstanding contributions to the development and/or practice of professional geoscience by an individual who advances public recognition of the practice of professional geoscience in Canada. APGO would like to recognize Dr. McIlreath and thank him for his support and dedication to the profession of geoscience in Canada.

## **Members of the 2011-2012 APGO Council**

### **President**

Kristin Hanson, P.Geo., SNC- Lavalin  
Environment Inc.

### **Vice President**

Ian Macdonald, P.Geo., WESA Ltd.

### **Past President**

Deborah McCombe, P.Geo., Roscoe Postle  
Associates Inc.

### **Regional Councillors**

North Eastern Ontario

Richard Schmidt, P.Geo., WESA Ltd.

North Western Ontario

Alan Aubut, P.Geo., Sibley Basin Group  
Geological Consulting Services Ltd.

South Western Ontario

Doug Cater, P.Geo., Sabina Gold and Silver  
Corporation

Central Ontario

Peter Diorio, P.Geo., GeophysicsOne Inc.

South Eastern Ontario

Mark Priddle, P.Geo., McIntosh Perry Consulting  
Engineers

### **Councillors-at-Large**

Della Berwanger, P.Geo., Canadian Pacific

Andrew Cheatle, P.Geo., Unigold Inc.

Christine Vaillancourt, P.Geo., Northern Shield  
Resources Inc.

Dave Hunt, P.Geo., Sharpstone Geoservices Ltd.

### **Lieutenant Governor-in-Council Appointees**

(APGO Members)

Chris Kimmerly, P.Geo., exp Services Inc.

Frank Colozza, P.Geo., JFM Environmental  
Limited

### **Lieutenant Governor-in-Council Appointee**

(Non-Member)

Dorene Weston, Full Circle Consulting

### **Public (Non-Member) Appointees**

Don Johnston, Aird & Berlis LLP

Rob Gordon, MBA, P.Eng., Caracle Creek

International Consulting Inc.  
Amy Stephenson, M.B.A., C.F.A., PetroWorth  
Resources Inc.  
Visha Sukdeo  
TBD

Dr. Gerhard Pratt, CUDGO Representative,  
University of Western Ontario

## Committees and Memberships

### Committees and Memberships

#### Statutory Committees

##### 1. Discipline Committee

The Discipline Committee is responsible for hearing and determining on cases of professional misconduct, negligence or incompetence, brought against a member or certificate holder. Committee to be comprised of (but not limited to) 1) 2 councillors who are sitting as elected councillors; 2) 2 councillors who are non-member appointees; and 3) 5 members from the membership at large.

##### Membership

Chair – Tammy Middleton, P.Geo., Region of Waterloo  
 Vice-Chair – Wayne Caston, P.Geo., Golder Associates Ltd.  
 Secretary – Mike Jones, P.Geo., Azimuth Environmental Consulting Inc.  
 Sean Dickie, P.Geo., Vale Exploration Canada Inc.  
 Mary-Lou Byrne, P.Geo., Wilfrid Laurier University  
 Peter Duckworth, P.Geo., AMEC Earth & Environmental  
 Brian Langlois, P.Geo., Vale Limited  
 Tony Lotimer, P.Geo., ARL Groundwater Resources Ltd.  
 Deborah McCombe, P.Geo., Roscoe Postle Inc.  
 Chris Rockingham, P.Geo., Northgate Minerals Corporation  
 Rich Schmidt, P.Geo., WESA Inc.  
 Ivan Severinsky, P.Geo., AMEC Earth & Environmental Limited  
 Amy Stephenson, M.B.A., C.F.A, PetroWorth Resources Inc.  
 Steve Usher, P.Eng., P.Geo., SLR Consulting  
 Roger Woeller, P.Geo., WESA Inc.  
 Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

##### 2. Complaints Committee

The Complaints Committee is responsible for receiving and investigating complaints against members of APGO. Committee to be comprised of (but not limited to) 1) 2 councillors who are sitting as elected councillors; 2) 2 councillors who are non-member appointees; and 3) 5 members from the membership at large.

##### Membership

Chair - Alan Aubut, P.Geo., Sibley Basin Group Geological Consulting Services Ltd.  
 Vice Chair – Doug Cater, P.Geo., Sabina Gold and Silver Corporation  
 Irmis Pawlowski, P.Geo. retired, MOE  
 Milan Situm, P.Geo., Geophysics GPR International Inc.  
 Rex Camit, P.Geo., Self employed  
 Dale MacGregor, P.Geo. retired.  
 Martin Taylor, P.Geo., Lacota Exploration  
 David Wahl, P.Eng, P.Geo., Southampton Associates Inc.  
 Terry Carter, P.Geo., Ontario Ministry of Natural

##### Resources

Thom Kewen, P.Geo., SNC Lavalin  
 David Kerr, P.Geo., City of Kawartha Lakes  
 William McGuinty, P.Geo., OTD Exploration Services Inc.  
 Frank Colozza, P.Geo., JFM Environmental Ltd.  
 Heather Ann Malcolmson, P.Geo., Ministry of the Environment  
 Ryan Post, P.Geo., Nottawasaga Valley Conservation Authority  
 Tamara Kondrachova, P.Geo., Regional Municipality of York  
 Mike Doughty, P.Geo. University of Toronto  
 Dorene Weston, non-member Councillor, Full Circle Consulting (LGA)  
 Rob Gordon, non-member Councillor, Caracle Creek International Consulting Inc.

##### 3. Registration

The Registration Committee reviews all applications for registration and determines their acceptability for membership. Responsibilities of this committee also include the establishment of academic standards for admission, establishment of work experience standards and administration of examinations including the Professional Practice and Ethics Exam (PPE). Committee to be comprised of 1) not less than 3 members of Council; 2) not less than 2 practising members of the Association who are not members of Council; 3) the chair of the Council of University Departments of Geoscience of Ontario (CUDGO) or a designate appointed by CUDGO who is a member of the Association; and 4) the Registrar (sitting ex-officio).

##### Membership

Chair – James Steel III, P.Geo., Mining Insights Inc.  
 Vice Chair – Ian Macdonald, P.Geo., WESA Inc.  
 Academic Advisor - Tony Szeto, Ph.D., P.Geo., York University  
 Academic Advisor - Greg Finn, Ph.D., P.Geo., Brock University  
 Steve Usher, P.Eng., P.Geo., SLR Consulting (Canada) Ltd.  
 Rex Camit, P.Geo., Self Employed  
 A. Wayne Caston, P.Geo., Golder Associates Ltd.  
 Douglas Cater, P.Geo., Sabina Silver Corporation  
 Irmgard Pawlowski, P.Geo., Retired  
 Mark W. Priddle, P.Geo., McIntosh Perry Consulting Engineers  
 Ali Rasoul, Ph.D., P.Geo., A & A Environmental Services Inc.  
 Martin Taylor, P.Geo., Self Employed  
 Christine Vaillancourt, P.Geo., Northern Shield Resources Inc.  
 Nell van Walsum, P.Geo., WESA Inc.  
 Gregg Zwiers, P.Geo., Grand River Conservation Authority  
 CUDGO Designate - Dr. Gerhard Pratt  
 Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

##### Student and G.I.T. Mentoring Subcommittee

## Membership

Chair - Andrew Cheate, P.Geo., Unigold Inc.  
 Shelly Cuddy, P.Geo., The Regional Municipality of Durham  
 Irmi Palowski, P.Geo., Ontario Ministry of the Environment  
 Gloria Suarez, G.I.T., Self Employed  
 Thomas Eckert, Student, University of Toronto  
 Milan Situm, P.Geo., Geophysics GPR International Inc.  
 Peter van Driel, P.Geo., Ecoplan Ltd.  
 Sara Devita, G.I.T., AMEC Earth & Environmental  
 Amy McCulloch, G.I.T., AMEC Earth & Environmental  
 Andrew Snowdon, G.I.T.  
 Michael Lazorek, G.I.T., Ontario Ministry of Natural Resources  
 Rhonneke Van Riezen, G.I.T., Niagara Peninsula Conservation Authority  
 Stefanie Goure, P.Geo., Defence Construction Canada  
 Iqbal J. Khan, G.I.T.  
 Steve Usher, P.Eng., P.Geo., SLR Consulting (Canada) Ltd.

## Standing Committees

APGO has seven standing committees as outlined in By-law No. 7 - Standing Committees of Council. These committees are required to conduct all business in accordance with By-law No. 1 - Business.

### 1. Executive Committee

This committee is responsible for implementing policy decisions of Council and providing management of the Association on behalf of Council. This committee meets regularly and may take interim action in the event of an emergency where time does not permit the meeting of Council. Committee to be comprised of (but not limited to) 1) the president; 2) the vice president; 3) the past president; 4) the treasurer; 5) one councillor who is a non-member appointee; and 6) the executive director (sitting as ex-officio)

#### Membership

Chair – Kristin Hanson, P.Geo., SNC Lavalin  
 Ian Macdonald, P.Geo., WESA Ltd.  
 Dorene Weston, Full Circle Consulting (LGA)  
 Chris Kimmerly, P.Geo., exp Services Inc.  
 Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

### 2. Finance Committee

The primary functions of the Finance Committee are to ensure that the financial policies and procedures of the Association are followed and to review operating costs and performance of the Association against its budget and expenditure projections. Committee to be comprised of (but not limited to) 1) one elected councillor; 2) one councillor who is a non-member appointee; and 3) the treasurer (to be the chair).

The Finance Committee has two subcommittees – the

Audit and Compensation Subcommittee and the Budget Subcommittee.

#### Membership

Chair – Chris Kimmerly, P.Geo., exp Services Inc.  
 Kristin Hanson, P.Geo., SNC Lavalin  
 Christine Vaillancourt, P.Geo., Northern Shield Resources Inc.

### 3. Audit Committee

#### Membership

Chair – Amy Stephenson, PetroWorth Resources Inc.  
 Rob Gordon, MBA, P.Eng., Caracle Creek International Consulting Inc.  
 Dennis Waddington, P.Geo., Waddington Consulting

### 4. Nomination Committee

The Nomination Committee is responsible for soliciting and receiving nominations for elections to Council and to prepare and submit a slate of nominees for all positions open on Council as required in By-law No. 8 - Elections. Committee to be comprised of (but not limited to) 1) the past president; 2) 2 members of the Association who are not members of Council; 3) one elected councillor; and 4) the executive director (sitting ex-officio).

#### Membership

Deborah McCombe, P.Geo., Roscoe Postle Inc.  
 Chris Rockingham, P.Geo., Northgate Exploration Limited  
 Rich Schmidt, P.Geo., WESA Inc.  
 Milan Situm, P.Geo., Geophysics GPR International Inc.  
 Brian Thompson, P.Geo.  
 Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

### 5. Non-Member Appointment Committee

The Non-Member Appointment Committee is comprised of the non-geoscientist members of Council that are appointed to represent the public on APGO Council. The Act requires that 25% of councillors be non-members of the Association to ensure adequate representation of the public. There are five (5) non-members on Council of whom one (1) is appointed by the Ontario Government through the office of the Lieutenant Governor. The remaining four (4) public councillors are appointed on the recommendations of the Non-Member Appointment Committee. All non-member appointees must be residents of Ontario. The executive director sits as ex-officio.

#### Membership

Chair – Visha Sukdeo  
 Rob Gordon, MBA, P.Eng., Caracle Creek International Consulting Inc.  
 Visha Sukdeo  
 Amy Stephenson, MBA, CFA, PetroWorth Resources Inc.  
 Andrea Waldie, Executive Director & Registrar, APGO

### 6. Governance Committee

This Committee is responsible for monitoring the overall

function of Council and the Association to ensure compliance with the Act, Regulations and By-laws and that it adheres to all other pertinent standards and practices expected of a self-regulating professional association. Committee to be comprised of (but not limited to) 1) 2 elected councillors; 2) one councillor who is a non-member appointee; and 3) the president (sitting as ex-officio).

## Membership

Chair – Dorene Weston, Full Circle Consulting (LGA)  
Kristin Hanson, P.Geo., SNC Lavalin  
Amy Stephenson, M.B.A., C.F.A., PetroWorth Resources Inc.  
Steve Wilson, P.Geo., Golder Associates Ltd.  
Deborah McCombe, P.Geo., Roscoe Postle Inc.

## 7. Professional Practice Committee

The Professional Practice Committee is responsible for providing guidance and advise to Council, other APGO Committees and the members and Certificate of Authorization holders, on issues of professional practice. The Professional Practice Committee also develops guidelines for the practice of professional geoscience and oversees the Association's program of Continuing Professional Development. Committee to be comprised of (but not limited to) 1) the past president); 2) one elected councillor; 3) 2 members of the Association who are not councillors; and 4) the registrar (sitting as ex-officio).

## Membership

Chair - Della Berwanger, P.Geo., Canadian Pacific  
Steve Wilson, P.Geo., Golder Associates Ltd.  
Wayne Caston, P.Geo., Golder Associates Ltd.  
Andrew Cheatle, P.Geo., Unigold Inc.  
Bill Mercer, P.Geo.  
Milan Situm, P.Geo., Geophysics GPR International Inc.  
Steve Usher, P.Eng., P.Geo., SLR Consulting (Canada) Ltd.  
Paul Hubley, P.Geo.  
Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

## Environmental Geoscience Subcommittee

Chair - Ed Rodrigues, P.Geo., URS Canada Inc.  
Secretary - Doug Fisher, P.Geo., Coffey Geotechnics Inc.  
Terry Carter, P.Geo., Ontario Ministry of Natural Resources  
Mary Jane Conboy, Ph.D., P.Geo., Well Wise Centre  
Sajjad Din, P. Geo., Golder Associates Ltd.  
Jim Gehrels, P.Geo., Ontario Ministry of the Environment  
Muin Husain, P.Geo., Genivar Ontario Inc.  
Chris Kimmerly, P.Geo., exp Services Inc.  
Tony Lotimer, P.Geo., ARL Groundwater Resources Ltd.  
Ian Macdonald, P.Geo., WESA Ltd.  
Scott MacRitchie, P.Geo., Self Employed  
Mori Mortazavi, P.Geo. P.Eng., Peto MacCallum Ltd  
Glen Palmer, P.Geo., Trans Canada Pipelines  
Doug Ritcey, P.Geo., Kodiak Environmental Limited  
Sheldon Smith, P. Geo., Stantec Consulting Ltd.  
Bill Stiebel, P.Geo., Stantec Consulting Ltd.  
Sonja Strynatka, P.Geo., Grand River Conservation Authority

Stephen Wilson, P.Geo., Golder Associates Ltd.

## Geology Subcommittee

Chair - Dave Hunt, P.Geo., Sharpstone Geoservices Ltd.  
Christine Vaillancourt, P.Geo., Northern Shield Resources Inc.  
Neil Westoll, P.Geo., P.Eng, Neil D.S. Westoll & Associates Ltd.  
Dave Hunt, P.Geo., Sharpstone Geoservices Ltd.

## Geophysics Subcommittee

Chair - Milan Situm, P.Geo., Geophysics GPR International Inc.  
Malcolm Argyle, P.Geo., Sander Geophysics Ltd.  
Peter Diorio, P.Geo., GeophysicsOne Inc.  
Vaso Leci, P.Geo. Vemek Ventura Energy Inc.  
Jean Legault, P.Geo. Geotech Ltd.

## Continuing Professional Development Subcommittee

Chair - Todd McCracken, P.Geo., Wardrop Engineering Inc.  
Greg Finn, Ph.D., P.Geo., Brock University  
Steve Usher, P.Eng., P.Geo., SLR Consulting (Canada) Ltd.  
Shastri Ramnath, P.Geo., Bridgeport Ventures Inc.  
Karen Besemann, P.Geo., Golder Associates Ltd.  
Rik Kristjansson, P.Geo., Ministry of the Environment  
Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

## Other Committees

### 1. Enforcement and Compliance Committee

The Enforcement and Compliance Committee is responsible for working with the Executive Director/Registrar to ensure that the Act is enforced and that all practicing geoscientists and firms offering or providing geoscience services in Ontario are appropriately licensed to do so.

## Membership

Chair - Steve Wilson, P.Geo., Golder Associates Ltd.  
Chris Kimmerly, P.Geo., exp Services Inc.  
Amy Stephenson, MBA, CFA, PetroWorth Resources Inc.  
Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

### 2. Communications and Public Awareness Committee Membership

Chair – Mark Priddle, P.Geo., McIntosh Perry Consulting Engineers  
Rob Gordon, MBA, P.Eng., Caracle Creek International Consulting Inc.  
Deborah McCombe, P.Geo., Roscoe Postle Inc.  
Dorene Weston, Full Circle Consulting  
Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

## Field Notes Newsletter Subcommittee Membership

Chair - Wendy Diaz, P.Geo., Self Employed

Vice Chair - George Wahl, P.Geo., G.H. Wahl Geological Consulting  
Claudia Cochrane, P.Geo., Cairnlines Resources Limited  
Chris Kimmerly, P.Geo., exp Services Inc.  
Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

### **Northern Ontario Subcommittee**

The Northern Ontario Subcommittee is responsible for organizing Association events in the north and to ensure that the views of Northern Ontario geoscientists are made known to Council. In the Elected Councillor Council, Northern Ontario is represented by two regional councillor(s).

#### **Membership**

Chair - Rich Schmidt, P.Geo., WESA Inc.  
Mike Cosec, P.Geo., Ministry of Northern Development and Mines  
Abraham Drost, P.Geo., Sandspring Resources Ltd.  
Dave Hunt, P.Geo., Sharpstone Geoservices Ltd.

### **3. Past Presidents Advisory Committee**

#### **Membership**

Chair –Deborah McCombe, P.Geo., Roscoe Postle Inc.  
Bill Pearson, P.Geo., Castillian Resources Corp.  
Bill Stiebel, P.Geo., Stantec Consulting Ltd.  
John Buckle, P.Geo., Geological Solutions  
Scott McLean, P.Geo., McLean Geoscience Inc.  
Maureen Jensen, P.Geo., Ontario Securities Commission  
Steve Usher, P.Eng., P.Geo., SLR Consulting  
Greg Finn, Ph.D., P.Geo., Brock University  
Steve Wilson, P.Geo., Golder Associates Ltd.

### **APGO Representation on National Committees**

#### **1. Geoscientists Canada ("GC")**

GC Director-Ontario - Bill Pearson, Ph.D., P.Geo.

#### **2. Canadian Geoscience Standards Board ("CGSB")**

CGSB Ontario Board Member - Greg Finn, Ph.D., P.Geo.

#### **3. National Professional Practice and Ethics Exam**

Advisory Committee ("NPPEAC")

Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

#### **4. Geoscientists Canada - Incidental Practice Task Force**

Bill Pearson, Ph.D., P.Geo.

Andrea Waldie, P.Geo., Executive Director & Registrar, APGO

**Appendix 1**

**ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO**

**Financial Statements Year Ended December 31, 2011**



**THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO**  
**Financial Statements**  
**Year Ended December 31, 2011**



DUFFY & ASSOCIATES LLP  
Chartered Accountants

Joseph Duffy, B.Comm. CA CFP, Principal  
Pierre M. Turgeon, B.Math CA CFP, Principal  
Naomi Naray, B.Sc CGA CA CPA(De), Principal  
David A. White, B.Comm. CA CFP, Principal

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of The Association of Professional Geoscientists of Ontario

We have audited the accompanying financial statements of The Association of Professional Geoscientists of Ontario, which comprise the statement of financial position as at December 31, 2011, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian Auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*(continues)*

Independent Auditor's Report to the Members of The Association of Professional Geoscientists of Ontario  
(continued)

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of The Association of Professional Geoscientists of Ontario as at December 31, 2011, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Toronto, Ontario  
April 19, 2012

*Duffy & Associates* LLP  
CHARTERED ACCOUNTANTS  
Licensed Public Accountants

**THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO****Statement of Financial Position****December 31, 2011**

	2011	2010
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 263,608	\$ 510,796
Guaranteed investment certificates	1,198,719	772,999
Membership fees receivable (Note 3)	207,752	254,482
Government contribution receivable (Note 4)	-	1,101
Prepaid expenses	12,496	13,081
	<b>1,682,575</b>	1,552,459
EQUIPMENT AND LEASEHOLD IMPROVEMENTS (Note 5)	<b>19,834</b>	26,414
	<b>\$ 1,702,409</b>	<b>\$ 1,578,873</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 71,888	\$ 42,297
Dues received before acceptance	22,682	29,387
Accrued and withheld taxes	94,092	87,514
Deferred government contribution (Note 4)	282	-
Deferred donation; education fund (Note 6)	1,560	1,590
Deferred revenues (Note 7)	812,202	758,378
	<b>1,002,706</b>	919,166
<b>NET ASSETS</b>		
Contingency reserve fund (Note 8)	498,955	501,006
Strategic initiatives fund (Note 9)	200,748	158,701
	<b>699,703</b>	659,707
	<b>\$ 1,702,409</b>	<b>\$ 1,578,873</b>

CONTINGENT LIABILITY (Note 13)

LEASE COMMITMENTS (Note 11)

**ON BEHALF OF THE BOARD**\_\_\_\_\_  
Councilor\_\_\_\_\_  
Councilor**The accompanying notes are an integral part of these financial statements.**

**THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO****Statement of Revenues and Expenditures****Year Ended December 31, 2011**

	2011	2010
<b>REVENUES</b>		
Membership dues	\$ 789,810	\$ 727,257
Registration fees	66,250	62,000
Exam fees	31,524	31,265
Advertising and sponsorship	13,220	11,401
Interest earned	8,625	14,976
Function fees	8,000	8,165
Stamps and seals	7,848	8,272
Miscellaneous income	4,500	7,020
MOE Brownfields' grant income (Note 4)	1,669	8,087
Deferred donation	-	90
	<b>931,446</b>	<b>878,533</b>
<b>EXPENDITURES</b>		
Administrative wages and benefits	378,802	356,951
Communication	99,585	74,256
Appeals	74,932	-
Rent	61,666	58,982
CCPG membership assessment	46,040	50,990
Legal and professional	34,103	29,991
Accounting and audit	32,880	30,819
Office and general	32,811	34,316
Interest, credit card and bank charges	29,221	21,922
Travel and accommodation	24,199	23,089
Postage and photocopying	17,806	21,150
Examination services	16,985	18,270
Amortization	15,242	17,531
Liability insurance	14,219	14,621
Telephone and fax	5,611	6,009
Stamps, seals, cards and certificates	4,015	6,410
MOE Brownfields' grant expenses	1,669	8,087
Donations	1,500	250
Uncollectable revenue	164	93
	<b>891,450</b>	<b>773,737</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 39,996</b>	<b>\$ 104,796</b>

*The accompanying notes are an integral part of these financial statements.*

**THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO**

**Statement of Changes in Net Assets**

**Year Ended December 31, 2011**

	Contingency Reserve Fund <i>Note 8</i>	Strategic Initiatives Fund <i>Note 9</i>	<b>2011</b>	2010
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 501,006	\$ 158,701	<b>\$ 659,707</b>	\$ 554,911
Excess of revenues over expenditures	(2,051)	42,047	<b>39,996</b>	104,796
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 498,955</b>	<b>\$ 200,748</b>	<b>\$ 699,703</b>	<b>\$ 659,707</b>

*The accompanying notes are an integral part of these financial statements.*

**THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO****Statement of Cash Flows****Year Ended December 31, 2011**

	2011	2010
<b>OPERATING ACTIVITIES</b>		
Excess of revenues over expenditures	\$ 39,996	\$ 104,796
Item not affecting cash:		
Amortization of equipment and leasehold improvements	15,242	17,531
	<u>55,238</u>	<u>122,327</u>
Changes in non-cash working capital:		
Guaranteed investment certificates	(425,720)	(2,332)
Membership fees receivable	46,730	79,519
Government contribution receivable	1,101	(1,101)
Prepaid expenses	585	(363)
Accounts payable and accrued liabilities	29,590	(16,228)
Dues received before acceptance	(6,705)	(14,652)
Accrued and withheld taxes	6,578	51,198
Deferred government contribution	282	(1,786)
Deferred donation; education fund	(30)	(90)
Deferred revenues	53,824	54,970
	<u>(293,765)</u>	<u>149,135</u>
Cash flows provided by (used in) operating activities	<u>(238,527)</u>	<u>271,462</u>
<b>INVESTING ACTIVITY</b>		
Purchase of equipment and leasehold improvements	(8,661)	(4,790)
<b>INCREASE (DECREASE) IN CASH FLOW</b>	<b>(247,188)</b>	<b>266,672</b>
Cash - beginning of year	<u>510,796</u>	<u>244,124</u>
<b>CASH - END OF YEAR</b>	<b>\$ 263,608</b>	<b>\$ 510,796</b>

*The accompanying notes are an integral part of these financial statements.*

# THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO

## Notes to Financial Statements

Year Ended December 31, 2011

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### 1. DESCRIPTION OF BUSINESS

The Association of Professional Geoscientists of Ontario was formed on August 15, 2000 by a proclamation of the Ontario Legislature.

The purpose of the Association of Professional Geoscientists of Ontario is:

- to establish and operate a professional association for geoscientists;
- to develop, establish and maintain standards of knowledge and skill, professional qualification, practice and ethics among members of the profession; and
- to share information, promote public awareness of the role of geoscientists and interact on matters relating to professional practice of the geoscientists with registration, licensing or regulatory bodies.

The Association of Professional Geoscientists of Ontario is a tax-exempt, not-for-profit organization.

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Revenue recognition

The Association follows the deferral method of accounting for revenue. Membership and registration fees are recognized as revenue in the year to which they relate. Exam fees are recognized when the respective exams are written. Deferred donations are recognized as revenue when earned under the terms of their designated use. Grant revenue is recognized as related expenses are incurred. Revenue from sales of products or services is recognized when title passes to the customer, which generally coincides with the delivery and acceptance of goods. Interest revenue is recognized when earned based on the terms of the investment agreement.

#### Equipment and leasehold improvements

Equipment and leasehold improvements are stated at cost or deemed cost less accumulated amortization. Equipment and leasehold improvements are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	55%	declining balance method
Computer software	100%	declining balance method
Furniture and fixtures	20%	declining balance method
Leasehold improvements	67 months, (term of lease)	straight-line method

The Association regularly reviews its equipment and leasehold improvements to eliminate obsolete items.

Equipment and leasehold improvements acquired during the year but not placed into use are not amortized until they are placed into use.

*(continues)*

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# THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO

## Notes to Financial Statements

Year Ended December 31, 2011

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Financial instruments policy

As permitted for non-profit organizations, the Foundation has decided to apply section 3861, Financial Instruments-Disclosure and Presentation, in place of section 3862, Financial Instruments-Disclosure and Section 3863, Financial Instruments-Presentation.

The Foundation has designated cash and guaranteed investment certificates as held-for-trading, which are measured at fair value with changes in fair value recognized in net income.

Membership fees receivable are classified as receivables, which are measured at amortized cost.

Accounts payable and accrued liabilities are classified as other financial liabilities, which are measured at amortized cost.

#### Future changes in significant accounting policies

During 2010, the Accounting Standards Board of Canada approved accounting standards for not-for-profit organizations ("ASNPO") for financial statements relating to fiscal years beginning on or after January 1, 2012. Earlier application is permitted.

The new standards comprise Part III of the CICA Handbook and replace Generally Accepted Accounting Principles as applicable to not-for-profit organizations. Not-for-profit organizations may adopt the standards in Part I, International Financial Reporting Standards, instead of the standards in Part III.

The Association intends to adopt ASNPO for its fiscal year commencing January 1, 2012. The Foundation is currently evaluating and addressing the impact that the adoption of ASNPO will have on its financial position, financial statement disclosure requirements, accounting processes and internal controls over financial reporting. However, management does not believe that the impact of these changes will be significant.

#### Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make certain estimates and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported periods. Actual results may differ from estimates.

Financial statement items subject to significant management judgment include revenue recognition, and the completeness of accounts payable and accrued liabilities.

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### 3. MEMBERSHIP FEES RECEIVABLE

On December 31, 2011, membership in the Association stood at 2,010 (2010 - 1,844), and the applications for memberships that were in process of approval at 284, (2010 - 208) including 68 non-paying student memberships. Of the total membership fees receivable of \$207,752 at the end of the year, \$205,392 reflect members that have not paid the 2012 fees as at December 31, 2011. At March 31, 2012 the membership fees receivable had been reduced to \$18,000.

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# THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO

## Notes to Financial Statements

Year Ended December 31, 2011

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### 4. GOVERNMENT CONTRIBUTION RECEIVABLE

During 2009, the Association received a government contribution from the Ministry of Environment in the amount of \$10,000. This contribution was received towards the Brownfields grant project. The project is directed towards establishing a professional practice guideline to assist professional geoscientists who supervise or conduct environmental site assessments and make certifications in records of site condition or risk assessment reports.

During 2010 and 2011, the Association received further contributions of \$5,200 and \$2,770 respectively. At the end of the year the full amount of contributed funds from the Ministry of Environment was allocated to the Brownfields project's expenses. An amount of \$282 remains as a surplus, and will be repaid back to the Ministry of Environment in 2012. The project has been completed.

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### 5. EQUIPMENT AND LEASEHOLD IMPROVEMENTS

	Cost	Accumulated amortization	2011 Net book value	2010 Net book value
Computer equipment	\$ 31,717	\$ 28,666	\$ 3,051	\$ 2,838
Computer software	2,340	2,340	-	-
Furniture and fixtures	27,827	16,609	11,218	9,663
Leasehold improvements	46,607	41,042	5,565	13,913
	<b>\$ 108,491</b>	<b>\$ 88,657</b>	<b>\$ 19,834</b>	<b>\$ 26,414</b>

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### 6. DEFERRED DONATION

In 2006, a designated use donation was made for the establishment of an education fund. Revenue from the donation is recognized as expenses are incurred for the establishment of the fund.

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### 7. DEFERRED REVENUES

The balances in the deferred revenue accounts are comprised of membership fees billed in October of the current calendar year (2011) for memberships for the following calendar year (2012). The full amount of memberships billed at the end of the year is deferred and will be included as income in the following year.

Deferred revenues also result from exam fees received in advance of the exam date. These are recognized as income as the exams are written.

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### 8. CONTINGENCY RESERVE FUND

The APGO Contingency Reserve Fund (CRF) is intended to ensure the Association has the financial resources to defend legal challenges that it might face. The CRF is to be fully funded by the end of 2009, and thereafter maintained in the amount equivalent to at least six (6) months of operating requirements of the Association. Council is to annually review the amount of the CRF, the amount of six (6) months of operating requirements of the Association, and ensure that the annual budget will achieve an appropriate operating surplus to allow the CRF to be appropriately maintained.

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# THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO

## Notes to Financial Statements

Year Ended December 31, 2011

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### 9. STRATEGIC INITIATIVES FUND

In 2009, The General Fund was re-named the Strategic Initiatives Fund to better describe its purpose, which is to fund initiatives stemming from implementation of the Strategic Plan, such as web site upgrades, legal consultation fees to facilitate regulatory changes (e.g. mutual recognition agreement with Quebec), legal consultation fees to support enforcement and compliance actions, and professional consultation fees for communications and marketing initiatives.

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### 10. FINANCIAL INSTRUMENTS

#### Fair Value

Financial instruments of the Association comprise of cash, guaranteed investment certificates, membership fees receivable, accounts payable and accrued liabilities. The carrying values of these financial instruments approximate their fair values due to their short term maturities.

#### Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from members. Collection of membership fees is reasonably assured since members need the membership to practice, and there is no history of defaults

#### Interest Rate

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The association is not exposed to significant interest rate risk on its cash and guaranteed investment certificates, due to the short-term nature of these investments.

#### Liquidity Risk

Liquidity risk is the risk that the entity will not be able to meet its financial obligations as they become due. The Association monitors its cash balance and cash flows from operations to ensure that it has sufficient liquidity to meet its liabilities when due.

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### 11. LEASE COMMITMENTS

The Association leases premises under a long term lease that expires on September 30, 2012. Under the lease, the Association is required to pay a base annual rent for the first five-year term. In addition to the base rent, the Association must pay for its proportionate share of utilities, property taxes, maintenance and other related costs for the leased premises. The lease agreement contains a renewal option to extend the terms of the lease for five years at the annual market rate rental value effective as of the date of the renewal.

Future minimum base lease payments as at year end are as follows:

2012	<u>\$ 23,943</u>
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# THE ASSOCIATION OF PROFESSIONAL GEOSCIENTISTS OF ONTARIO

## Notes to Financial Statements

Year Ended December 31, 2011

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### 12. CAPITAL MANAGEMENT

The Association considers its capital to be its net assets. There have been no changes to what the Association considers to be its capital since the previous period.

As a not-for-profit entity, the Association's operations are reliant on revenues generated annually. The organization has accumulated unrestricted funds over its history which are included in unrestricted net assets in the statement of financial position.

Capital is managed in accordance with policies established by the Council. The Association's objectives when managing capital are to safeguard the entity's ability to continue as a going concern. There are no externally imposed capital restrictions.

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### 13. CONTINGENT LIABILITY

The Association is involved from time to time in litigation which arises in the normal course of operations. Liabilities on any litigation are recognized in the financial statements when the outcome becomes reasonably determinable.

During the fiscal year, the Association was involved with legal procedures with regards to an applicant's appeal of a Special Meeting of Council decision. As at December 31, 2011 there is an outstanding claim for legal costs in the amount of \$10,000 as ordered by the Divisional Court (a division of the Superior Court of Ontario) payable to the appellant.

Since the outcome is reasonably determinable, the Association has accrued the maximum amount of the liability at \$10,000. However, pending an appeal with the Divisional court, this amount could be reduced.

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