College of Immigration and Citizenship Consultants

Annual General Meeting of Licensees

December 3, 2026

INFORMATION CIRCULAR

NOTICE OF ANNUAL GENERAL MEETING OF LICENSEES

NOTICE IS GIVEN THAT the Annual General Meeting (the AGM) of licensees of the College of Immigration and Citizenship Consultants will be held virtually and in person at the Courtyard by Marriott Toronto Downtown, 475 Yonge Street, Toronto, Ontario, M4Y 1X7, on **Thursday, December 3, 2026**, at 1:30 pm ET, for the following purposes:

1. To approve the minutes of the AGM of the College held on November 27, 2025;
2. To introduce the Board of Directors to the licensees;
3. To receive the Chairperson's address to the meeting;
4. To receive the Finance and Audit Committee Chairperson's presentation of the Audited Financial Statements;
5. To receive the report of the President & Chief Executive Officer; and
6. To permit licensees to ask questions of the Board and management of the College.

In preparation of the meeting, to read or download the following documents:
CLICK HERE

1. Meeting Agenda
2. Meeting Circular (details of the business to be considered at the meeting)
3. Order of Events
4. Minutes of the Annual General Meeting of November 27, 2025
5. College Annual Report (including the Audited Financial Statements)
6. Form of Proxy

Eligibility

Only licensees (RCICs and RISIAs) in good standing at the close of business on October 28, 2026, are eligible to attend (in person or online) and vote at the meeting.

Voting

Licensees will be able to vote in person, online or by proxy on the agenda, the previous AGM minutes and the termination of the AGM. In-person voting will be conducted by using your own device with a link which will be provided at the AGM. Please bring your own device to the AGM.

Licensees who are unable to attend the AGM may appoint a proxy holder to vote for them.

Deadline

Friday, November 20, 2026, **5pm ET** is the deadline to register to attend the AGM and vote in person, and to submit a completed proxy form to secretariat@college-ic.ca. Thursday, December 3, 2026, 10 am ET is the deadline to register to attend and vote virtually.

Meeting day event schedule

In addition to the AGM itself, licensees will have the opportunity to attend the following events:

- 3:15 pm – 4:15 pm ET – Licensee Education Session
- 4:30 pm – 6pm ET – Licensee Networking Event and Meet the Board of Directors Reception

Dated at the College's Head Office at Burlington, Ontario, Canada this 23 day of October 2026.

BY ORDER OF THE BOARD OF DIRECTORS

Michael Huynh
President & Chief Executive Officer

October 23, 2026

Dear Licensees:

It is our pleasure to invite you to attend the Annual General Meeting (AGM) of licensees of the College of Immigration and Citizenship Consultants which will be held in person and virtually on December 3, 2026, at 1:30 pm ET.

During the business portion of the meeting, you will receive information about the activities of the College. You will also be introduced to the transitional Board of Directors of the College and have an opportunity to ask questions of the College's Board and management.

This Information Circular and the Notice of Meeting describe in more detail the business to be conducted at the meeting and how licensees may exercise their right to vote. We hope that you will take the time to read this Information Circular, and the Annual Report of the College which accompanies it, in advance of the meeting.

Licensees may vote:

- by attending the meeting in person;
- by attending the meeting by live webcast; or
- by completing and returning the form of proxy which accompanies this Information Circular in accordance with the instructions provided on the form of proxy.

We hope that you are able to attend the meeting in person or by webcast.

THE FOLLOWING TEXT WILL BE UPDATED WHEN AVAILABLE:

In addition to the business portion, we welcome the Honourable Lena Diab, Minister of Immigration, Refugees and Citizenship, who will provide remarks.

We look forward to seeing you at the meeting.

Sincerely,

Stan Belevici, RCIC-IRB
Chairperson of the Board of Directors

Michael Huynh
President & Chief Executive Officer

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INTRODUCTION:

Unless stated otherwise, the information in this Information Circular is dated as of October 23, 2026.

On December 3, 2026, commencing at 1:30 pm ET, the College of Immigration and Citizenship Consultants will hold an Annual General Meeting (AGM) for the purposes set out in the Notice of Annual General Meeting of Licensees ("Notice of Meeting").

This information circular ("Information Circular") is furnished in connection with the solicitation of proxies by or on behalf of the Board of Directors of the College to all licensees of the College entitled to vote, for use at the meeting, together with the Notice of Meeting and a form of proxy.

ABOUT THE COLLEGE:

The College was created by an act of the Canadian Parliament, the *College of Immigration and Citizenship Consultants Act* (the "College Act").

The College Act was passed by Parliament in June 2019.

Pursuant to an order of the Minister of Immigration, Refugees and Citizenship (the "Minister"), the Immigration Consultants of Canada Regulatory Council was continued as the College on November 23, 2021. The College licenses and regulates Canadian immigration and citizenship consultants, and international student immigration advisors in the public interest. Immigration and citizenship consultants licensed by and in good standing with the College are permitted to use the professional designation Regulated Canadian Immigration Consultant ("RCIC"). International student immigration advisors licensed by and in good standing with the College are permitted to use the professional designation Regulated International Student Immigration Advisor ("RISIA").

The College's role, its statutory authority, and its powers are set out in the:

- *Immigration and Refugee Protection Act*;
- *Citizenship Act*; and
- *College of Immigration and Citizenship Consultants Act*.

The College's statutory authority applies to immigration and citizenship consultants whether they practise in Canada or abroad.

The College fulfils its mandate to regulate its licensees in the public interest and protect the public by:

- Establishing and administering qualification standards, standards of practice, and continuing education requirements for licensees;
- Establishing and providing training and development programs for licensees;
- Ensuring compliance with the Code of Professional Conduct; and
- Undertaking public awareness activities.

GENERAL VOTING INFORMATION

WHO CAN VOTE:

Licensees in good standing as of October 28, 2026, are entitled to vote and participate at the meeting.

Voting at the meeting will be facilitated by Zoom Inc, a third-party provider independent of the College, through electronic voting at the meeting and an encrypted online platform for webcast attendees. All voting will be confidential. Licensees who attend in person are asked to bring their own device to cast their electronic vote.

Licensees who wish to attend and vote at the meeting by webcast are asked to register by 5 pm ET on Friday, November 20, 2026.

VOTING BY PROXY:

Licensees in good standing as of October 28, 2026, who wish to appoint a proxy holder must submit a completed form of proxy to secretariat@college-ic.ca by 5 pm ET on Friday, November 20, 2026.

Voting by proxy means you are giving the persons or person named in your form of proxy the authority to attend the meeting, or any adjournment or postponement thereof, and vote for you. The enclosed form of proxy names the Chairperson of the Board and his alternate, each a director of the College as your proxy holder. You also have the right to appoint another person who must be a licensee in good standing as of October 28, 2026, to be your proxy holder. To do so, fill in that person's name in the blank space located on the enclosed form of proxy and cross out the name of the Chairperson and his alternate. If you return the attached of proxy to the College and have left the line for the proxy holder's name blank, then the Chairperson (or his alternate) will automatically become your proxy holder.

HOW YOUR PROXY WILL BE VOTED

On your form of proxy, you can indicate how you want your proxy holder to vote on the matters listed in the Notice of Meeting by checking the appropriate boxes on the form of proxy. If you have specified on the form of proxy how you want to vote on a particular matter, then your proxy holder must cast your votes as instructed. By checking "WITHHOLD FROM VOTING" on the form of proxy, where applicable, you will be abstaining from voting.

If you have NOT specified how to vote on a particular matter, your proxy holder is entitled to vote as they see fit. Please note that if your form of proxy does not specify how to vote on any particular matter, and if you have authorized the Chairperson (or his alternate) to act as your proxy holder (by leaving the line for the proxy holder's name blank on the form of proxy), the Chairperson (or his alternate) will vote your proxy "for" each of the ordinary Resolutions.

SOLICITATION OF PROXIES:

The solicitation of your proxy (your vote) is made by management of the College. Management requests that you fill out your form of proxy to ensure your vote is cast at the meeting. If you leave the form of proxy blank, or if you do not specify how your proxy is to be voted on particular resolutions, the Chairperson (or his alternate) will vote your proxy "for" each of the ordinary resolutions.

Solicitation of your proxy is expected to be made primarily by email. However, employees, officers or directors of the College, or agents engaged by the Board of Directors, may also contact you by telephone to ask for proxies to be returned.

VOTES REQUIRED FOR APPROVAL

A simple majority of the votes cast at the meeting, online or by proxy is required for each of the matters scheduled to be voted upon at the meeting to be approved by ordinary resolution.

QUORUM

In accordance with the current By-law 2021-2, the quorum for the transaction of business at the meeting is ten (10) licensees in good standing present in person or represented by proxy.

BUSINESS OF THE MEETING:

The College Act requires that a meeting of licensees be held each year within six (6) months of the financial year end of the College. Other College governance processes are set out in the College Act and will be further prescribed in Government Regulations to be promulgated under the College Act and will be included in the College By-laws whose completion is anticipated in 2027.

Until these new instruments are completed, approved and in force, the transitional provisions of the College Act provide for the By-laws and Regulations of the Immigration Consultants of Canada Regulatory Council, as these existed on November 23, 2021, to remain in effect. In accordance with the College Act and By-laws, business to be conducted at the meeting is restricted to the following items:

1. To approve the minutes of the Annual General Meeting of the College of Immigration and Citizenship Consultants held on November 27, 2025.

The Annual General Meeting of the College was held on November 27, 2025. Minutes of this meeting accompany the notice of the meeting.

2. To receive the Chairperson's address to the meeting.

Stan Belevici, Chairperson of the Board of Directors, will provide his views on the progress of the College and the priorities of the transitional Board.

3. To receive the Finance and Audit Committee Chairperson's presentation of the Audited Financial Statements.

Tim D'Souza, Chairperson, Finance and Audit Committee of the College, will review highlights of the audited financial statements.

The College's Audited Financial Statements for the period July 1, 2025 – June 30, 2026, will be approved by the transitional Board on October 20, 2026, and will be released on October 28, 2026. The Audited Financial Statements are included in the 2026 Annual Report, which provides detailed information about the College's activities.

4. To receive the remarks from the College President and CEO.

Michael Huynh, President and CEO, will provide remarks on the College's progress.

5. To introduce the Board of Directors to the licensees.

Subsection 85(3) of the College Act provides for the College to be governed by a transitional Board of Directors comprising four (4) licensees who were members of the ICCRC Board of Directors (including the Vice-Chairperson) immediately prior to the date of continuance, and five (5) non-licensees appointed by the Minister. This transitional Board remains in office until the Minister issues an order under subsection 17(2) of the College Act setting the final size and composition of the College Board of Directors. At that time, it is expected that the College will hold an election for the required number of licensee Directors.

As of the date of this Information Circular, the transitional Board of Directors of the College consists of:

Stan Belevici, LLB, LLM, JD, RCIC-IRB (Chairperson)

Mr. Belevici has a background in international relations and immigration law, having worked for the European Commission's Technical Assistance to the Commonwealth of Independent States and Georgia (TACIS) program and Ernst & Young's Southeast Europe Legal Department.

After immigrating to Canada in 2002, he completed a master's degree in comparative law at McGill University and obtained his juris doctor degree in Common law and transnational law from Université de Sherbrooke.

His current practice includes the development of immigration policies and processes, risk mitigation and workforce mobility solutions. As an RCIC-IRB licensee, he represents clients before the Immigration and Refugee Board of Canada on deportation orders, extradition requests and spousal sponsorship appeals.

Mr. Belevici was elected in 2016 to the Board of Directors of the Council, predecessor to the College and was elected as Board Chair in 2020. Mr. Belevici became Chair of the College's Transitional Board of Directors upon continuance of the Council to the College in 2021 and has served as Chair since 2020.

John A. Burke, RCIC, Vice-Chairperson

Prior to starting his own immigration consulting practice in 1996, Mr. Burke worked with the federal public service for 29 years. He developed foreign worker policy, procedures and operational guidelines, both nationally and in the province of Ontario.

Mr. Burke also has experience in the automotive, manufacturing and construction sectors, providing strategic advice to employers, associations and trade unions. He supported senior corporate executives in the successful establishment of the Honda, Toyota and CAMI (a GM/Suzuki joint venture) automobile manufacturing plants in Ontario.

His current practice includes employment-based and business immigration matters. Mr. Burke was elected to the Council's Board of Directors in 2017 and served as Chair of the Board for 2

terms. Mr. Burke was elected as Vice-Chairperson of the Council's Board of Directors following the 2020 AGM.

Richard Dennis, RCIC

Mr. Dennis served as a Designated Immigration Officer for 20 years at the Canadian Consulate General in Buffalo, New York.

In 1993, he established an immigration consulting business, specializing in federal skilled workers and family sponsorship.

Mr. Dennis joined the Council's Board of Directors in 2012 and was elected to serve on the transitional Board of the College in 2021.

Tim D'Souza, CPA, Interim CEO, National Diabetes Trust

Mr. D'Souza has 30 years of finance, consulting and leadership experience. Over the course of his career, he has assisted non-governmental organizations, such as the Christian Children's Fund of Canada, and private sector companies, including IBM and Sun Life, to develop and execute strategy and operational improvements.

He currently serves as Interim CEO of the National Diabetes Trust. He also owns and operates a company that designs and delivers courses for several post-secondary institutions in Canada.

Mr. D'Souza sits on the Board of Directors for OMERS Sponsors Corporation, the Canada Revenue Agency and the Ontario Internal Audit Committee.

Mr. D'Souza served on the Council's Board of Directors from June 2019 until November of 2021. He was appointed to the transitional Board of the College in March 2022 and as Chair of the Finance and Audit Committee in June 2022. He was reappointed for an additional 2-year term in March 2026.

Jennifer Henry, Executive Minister, Organizational Development and Strategy, The United Church of Canada

Ms. Henry has worked for 3 decades as a national and global advocate for human rights and ecological justice, addressing root causes of displacement.

From 2012 to 2020, she served as Executive Director of the social justice organization KAIROS, with a mandate that included Indigenous solidarity, the advancement of women's rights in conflict zones, climate justice, and migrant and refugee rights.

Ms. Henry brought her expertise in non-profit management to the United Church of Canada where she leads a unit focused on strategic planning, communications, research and development and growth.

She holds a Bachelor of Arts and social work from the University of Manitoba, master of social work and theological studies from the University of Toronto and an honorary doctorate from Saskatoon Lutheran Seminary. She is also accredited as a United Church Minister.

Ms. Henry was appointed to the transitional Board of the College in March 2022 and was reappointed for an additional 2-year term in March 2026.

France Houle, LL.D., Ad.E.

Ms. Houle is a professor and past dean at the Faculty of Law of the Université de Montréal. She has served as legal counsel with the Immigration and Refugee Board of Canada and has experience in private practice. Her areas of expertise include professional, immigration and administrative law.

Ms. Houle has published extensively in four research areas: immigration and foreign-trained professionals, reform of regulatory systems, independence of administrative tribunals and evidentiary matters in administrative decision-making processes. She is the founder of the International Journal of Migration and Border Studies, serving as an editorial board member since 2012.

Ms. Houle was appointed to the transitional Board of the College by the Minister in March 2026.

Ben Rempel

Mr. Rempel has served in a variety of leadership, policy development and program roles related to immigration, international education and the recognition of international qualifications.

As a former Assistant Deputy Minister of Immigration in Manitoba, Mr. Rempel led the province's immigration and international education strategies. He supported the development of several regulatory initiatives, including fair practices in qualifications recognition and a licensing regime for worker recruitment.

He has led talent attraction missions, negotiated bilateral international agreements supporting ethical recruitment practices and co-chaired Federal-Provincial-Territorial tables on immigration, qualifications recognition and international education.

Mr. Rempel has served in a governance role with the boards of several non-governmental organizations.

He was appointed to the transitional Board of the College in March 2022 and reappointed for an additional 2-year term in March 2026.

Marc Spector, LLB, MBA, C.Dir

Mr. Spector is a seasoned board member, deputy registrar and lawyer with nearly 20 years of experience leading regulatory agencies in the health, education, finance and housing sectors.

Mr. Spector has been internationally recognized as an expert in regulating professionals and was elected by 650 regulators around the world as President of the Council of Licensure, Enforcement and Regulation (CLEAR) — the leading association for regulatory learning.

Over the years, Mr. Spector has written extensively about regulation and is a frequent speaker at regulatory conferences across North America. His writing and speaking engagements often focus on what it takes to be a modern, innovative regulator today.

He was appointed to the transitional Board of the College by the Minister in March 2026.

Alexis Graham, Ministerial Observer

Ms. Graham was designated as ministerial observer on the Board of Directors of the College pursuant to section 76 of the College Act in 2022.

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6. Question and Answer Session with the Board and Management of the College.

Michael Huynh and Stan Belevici will answer questions pre-submitted by licensees on behalf of the Board and management of the College. In-person and online attendees are requested to submit any questions in writing by November 20, 2026, at 5 pm ET to secretariat@college-ic.ca.