



# DEGIFS

Division of Engineers and Geoscientists in the Forest Sector

## MINUTES

### ANNUAL GENERAL MEETING

*Victoria Convention Centre, Victoria BC, October 24<sup>th</sup>, 2002*

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#### **Attendees:**

Thirty (30) members, including Executive members, attended this year's Annual General Meeting. A list of attendees is attached.

The AGM was chaired by Brian Chow, P.Eng., Vice-Chair. Minutes were recorded by Kevin Turner, P.Eng., Secretary.

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#### **1. ACCEPTANCE OF AGENDA**

The agenda for the meeting was circulated. It was moved by Mike Wise, P.Eng. and seconded by Doug Dewar, P.Eng., that the agenda be adopted as presented. **Motion carried.**

#### **2. REVIEW AND ACCEPTANCE OF 2001 DIVISION ANNUAL GENERAL MEETING MINUTES**

The minutes from the 2001 Annual General Meeting in Richmond were distributed for review. It was noted that these minutes were re-constructed following a computer problem last year which resulted in the report being lost.

It was moved by Mike Wise and seconded by Doug Dewar that the minutes be adopted as presented. **Motion carried.**

#### **3. REPORTS**

##### **3.1 Annual DEGIFS Report From Chair (Brian Chow, P.Eng., Vice Chair)**

Peter Weir, P.Geo., DEGIFS Executive Chair, has departed BC and Canada to return, on hiatus, to New Zealand. As Vice Chair, Brian Chow assumed the duties of the Chair. Prior to departing, Peter produced a "Message from the Chair" which was published in the last copy of the Aspect Newsletter. Brian thanked Peter for his energy and contribution to DEGIFS. Besides maintaining order and executive progress, Peter was particularly instrumental in development of the Avalanche Skill Sets adopted by the Joint Practices Board.

Again, DEGIFS has seen another busy and productive year. Activities have included:

- the Guidelines Subcommittee reviewed a number of documents
- four (4) issues of Aspect were published

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- DEGIFS continues to have a presence on the Forest Management Institute of BC Board of Directors
- workshops were developed and delivered in the northern interior and on the coast
- another excellent APEGBC AGM agenda is being delivered
- the DEGIFS web site continues to improve,
- a Terrain Stability Assessment Task Group was created to develop guidelines for practice
- comments on various government initiatives has been submitted on behalf of the members
- DEGIFS continues to work with APEGBC and the Joint Practices Board to ensure that issues of importance to professional engineering and geoscience practice are pursued

Since DEGIFS was created in 1995, the forest sector has been in a constant state of radical fluctuation due to changing legislation. As a consequence, roles of professionals working in the forest industry has been in also in a state of continuous flux as understanding improves and evolves. With the introduction of the concept of Results Based Code, the work for DEGIFS has increased as development of guidelines for practice of engineering and geoscience need to be developed in order to establish expected standards against which to measure accountability and due diligence. This can be viewed as an opportunity to establish standards that must be met for engineering and geoscience practice in the interest of the public of BC. DEGIFS, with the help of its membership, is more than capable of the task, though we have some workload issues to address, and we look forward to the coming year.

The 2001-02 DEGIFS Executive was introduced:

- Peter Weir, P.Geo., Chair
- Don Dobson<sup>\*</sup>, P.Eng., Past Chair, FMIBC Liaison
- Brian Chow, P.Eng., Vice Chair, Bursary Co-ordinator
- Kevin Turner<sup>\*</sup>, P.Eng., Secretary
- Tim Stokes<sup>\*</sup>, P.Geo., Treasurer
- Eric McQuarrie, P.Eng., Guidelines Sub-committee
- Mike Greig, RPF, P.Eng., Alternate JPB Liaison
- Doug Dewar, P.Eng., Workshops, Aspect Co-editor - Interior
- Peter Mitchell, P.Eng., APEGBC Liaison

\* denotes outgoing Executive member.

Other DEGIFS contacts are:

- Bruce Thomson, P.Geo., Aspect Editor, Communications Committee
- Jennifer Clarke, P.Geo., Aspect Co-editor – Coast
- Julie Orban, GIT., Aspect Co-editor - Interior
- Bill Grainger, P.Geo., JPB Liaison
- Bryan Brassington, Affiliate Member Liaison

### 3.2 DEGIFS Membership (Kevin Turner P.Eng., Secretary)

Membership in DEGIFS was virtually unchanged from the previous year. Following is a breakdown of the membership demographic this past year, along with the percent change from last year.

Designation	2002 Count	2001 Count	Change from 2001
P.Eng.	140	139	+1%
P.Geo.	78	75	+4%
P.Eng./P.Geo.	11	10	+10%
EIT	14	19	-26%
GIT	11	14	+27%
Other	7	6	+10%
<b>Total</b>	<b>261</b>	<b>263</b>	<b>- &lt;1%</b>

### 3.3 Guidelines Subcommittee (Eric McQuarrie, P.Eng., Committee Chair)

The Guidelines Subcommittee conducted thorough reviews on three sets of documents over the past year. Each review committee consisted of professionals with particular experience on the topic addressed by the document. The documents reviewed are as follows:

1. *“Fish Stream Crossing Guidebook”, 2<sup>nd</sup> edition*  
A committee consisting of Bob Willington, P.Geo., RPF, Al Chatterton, P.Geo., Alan Bates, P.Eng., Bert Argent, P.Eng., Mike Miles, P.Geo., and Eric McQuarrie, P.Eng. as chair, reviewed this completely revised version of the guidebook.
2. *“Land Managers Guide to Snow Avalanche Hazards in Canada” and “Guidelines for Avalanche Risk Determination and Mapping in Canada”*,  
A committee consisting of Tim Smith, P.Geo., Rita Kors-Olthof, P.Eng., Frank Baumann, P.Eng., Peter Weir, P.Geo., Kevin Turner, P.Eng., and Eric McQuarrie, P.Eng. as chair, reviewed these two draft documents published by the Canadian Avalanche Association.
3. *“Karst Management Handbook for British Columbia”*  
A committee consisting of Paul Wilson, P.Geo., David Hazenboom, EIT, Mike Wise, P.Eng., and Eric McQuarrie, P.Eng. as chair, reviewed this draft document published by the Ministry of Forests.

### 3.4 Geoscience Subcommittee (Jenna Harding, P.Geo., Committee Chair)

The Committee seeks to provide a proactive, effective and energetic voice for all geoscientists within APEGBC. It acts as a policy advisor to Council on issues related to geoscience, and seeks to keep APEGBC proactive in its response to evolving issues of interest to all P. Geos.

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The Committee has continued to improve liaison and awareness between P.Geos. and APEGBC, to work to understand all the Geoscience implications of issues, and to speak with a united Geoscience voice.

In 2002, the Geoscience Committee restructured itself by tasking a number of sub-groups with dedicated missions to advance developing areas of interest. Each sub-group is headed by Committee members but also includes non-Committee members to provide more informed and focused consultation and input.

While we have spent some time getting our house in order, we have also focused on encouraging change and affecting positive outcomes within and outside the Association in areas where we may have influence. Though we are proud of what we have achieved, we are at the same time frustrated with the pace of change. The Committee has improved its own internal governance and transparency, but is still searching for ways to ensure that APEGBC is explicit in its governance model and to ensure we are more effective in calling it to task when it fails

Much stronger relationships have been forged with DEGIFS, the BC / Yukon Chamber of Mines, and the Mineral Exploration Group (MEG). Key areas of focus have been: securities legislation/regulatory reform, particularly as related to National Instrument 43-101; definition of the new BC Syllabus which sets out academic requirements for Geoscience registration; support for interprovincial P.Geo. mobility, while ensuring BC's standards of competency; and fostering enhanced levels of understanding among all Geoscience stakeholder groups.

For 2002/2003 our goal is to define formalized procedures and protocols, supporting a guiding set of principles and goals for Geoscience practice. The end product will be increased transparency and accountability both within APEGBC on issues relating to Geoscience and within the Geoscience Committee itself.

The Geoscience Committee consists of:

Jenna Hardy, P.Geo., Committee Chair  
Jennifer Clarke, P.Geo.  
Tim Smith, P.Geo., APEGBC Council Rep.  
Tony Salway, P.Geo., Ph.D., APEGBC Council Rep.  
Lindsay Bottomer, P. Geo.  
Mike Bovis, P. Geo., Ph.D.  
Brian Butterworth, P. Geo.  
George Cavey, P. Geo.  
Bernard Dewonck, P. Geo.  
Bruce Downing, P. Geo.  
Ivor Elliot, P.Eng. / P.Geo., Ph.D.

Kay Fletcher, P.Eng./P.Geo., Ph.D.  
Julies Lajoie, P. Eng., Ph.D.  
James Moors, P.Geo.  
John Perry, P. Geo.  
Vic Preto, P.Eng., Ph.D.  
Ken Rood, P. Geo.  
Steve Sibbick, P. Geo.  
Glen Singleton, P. Geo., Ph.D.  
Brent Ward, P. Geo., Ph.D.  
Susan Wilkins, P. Geo.  
Paul Wojdak, P.Geo.



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### **3.5 Forest Engineering Award of Excellence (Brian Chow, P.Eng, Vice Chair)**

The Forest Engineering Award of Excellence is awarded alternately between APEGBC and ABCPF in alternating years to recognize excellence in forest engineering. The award is presented annually at the Annual General Meeting of the association responsible in the particular year. For the 2001 award, the ABCPF was responsible and had intended to award a recipient at their February AGM. However, as there were no nominees, the award was not made. In discussions with the ABCPF, they intend to have a call for nominees in November of 2002 for their various awards including the FEAE. They intend to be able to make an award for 2001 at their spring 2003 AGM. APEGBC will be responsible for the 2002 FEAE and would present at the 2003 APEGBC AGM.

The Call for Nominations in both cases will be made known to the DEGIFS membership. The membership was asked to consider nominating suitable individuals.

### **3.6 Joint Practice Board (Mike Greig, P.Eng., JPB Liaison)**

The Joint Practice Board (JPB) is comprised of representatives from both the ABCPF and the APEGBC who deal with issues that jointly impact the respective professions and are guided by a terms of reference established through a memorandum of understanding (1995) between the two associations.

1. Finalized the Forest Engineering Syllabus and submitted to APEGBC, for forestry and engineering students who wish to be dual registered with APEGBC as well as ABCPF.
2. Review of proposed changes to Foresters Act.
3. Review of the DEGIFS submission to the Ministry of Forests on the Stream Crossing Guidebook, supporting their position.
4. Development of "Snow Avalanche Assessments in the Forest Sector: Skill Sets for QRPs". Published in Innovation and Forum, and on DEGIFS web site.
  - o Defines the skill set required by qualified registered professionals (QRPs) who undertake snow avalanche assessments in avalanche-prone terrain
  - o Describes the Role of Avalanche Technicians. A clear distinction needs to be drawn between the role of QRPs, who assess the potential of forested terrain to generate snow avalanches following harvest, and the role of skilled and experienced avalanche technicians (typically members of the CAA), who deal with winter avalanche safety issues in forest operations.

The Board recognizes that non-licensed avalanche technicians have an important role in winter operations by evaluating day-to-day weather-related snow stability. Appropriately qualified and experienced avalanche technicians who hold an advanced winter operations avalanche qualification should be retained to establish weather and snow monitoring programs, undertake rescue training, and assess the avalanche danger posed to forest workers and forest road users in winter.

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5. Responded to letters and emails to ABCPF regarding the RPFs need to exercise due diligence when hiring a QRP for TSFAs and responded to concerns for regarding the “Snow Avalanche Assessments in the Forest Sector: Skill Sets for QRPs” document.
6. Reviewed the Results Based Code White Paper and provided comments to the Ministry of Forests.
7. Discussion about the JPB role in RBC training initiative. JPB is not a training body though was encouraging both councils to take part in the development and delivery of the role of a professional in the RBC.
8. On-going discussion of the incorporation of Technologists into the new Foresters Act.
9. Continued discussion on the potential to establish a Council of Resource/Forest Professionals.
10. Discussion about the Terrain Stability Field Assessment (TSFA) Review completed by the Ministry of Forests in 2001
11. Discussion on replacement members Nov 25th (for Bill Grainger and Tim Smith); no new RPFs are required this year.
12. Five meetings were held since November, 2001.

Proposed upcoming project for the JPB will be the development of an article on due diligence.

### 2002 Joint Practices Board Members

#### APEGBC

Tim Smith, P.Geo., Chair \*  
Bill Grainger, P.Geo. \*  
Mike Greig, P.Eng. RPF  
Doug Underhill, P.Eng. RPF  
Peter Mitchell, P.Eng., APEGBC Advisor

#### ABCPF

Gord Chipman, RPF  
Doug Meske, RPF  
Peter O’Brien, RPF  
Peter Tweedie, RPF  
Dwight Yochim, RPF, *ABCPF Advisor*

\* denotes outgoing member

### 3.7 Professional Reliance Action Team (PRAT) (Peter Mitchell, P.Eng.)

The Professional Reliance Action Team last met on September 25, 2001. As a result of that last meeting a draft joint statement was circulated amongst the professional associations involved in the PRAT. While APEGBC has demonstrated there support for the attached draft joint statement no feedback was received from the other associations. The PRAT completed a survey on professional reliance and the use of professionals in the forest sector and this was released in January 2002.

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In February of 2002 APEGBC met with the Ministry of Forests, BCIA, ABCPF and APBBC in Victoria to discuss professional practice issues. Discussions included: the status of the development of the Results Based Forest Practices Code; the creation of a Council of Resource Professionals; and the development of standards of practice by professional associations for members carrying out specific professional activities in the forest resource sector. APEGBC, BCIA, APBBC and ABCPF were then asked to comment on a draft discussion paper on the Role of Resource Management Professionals under a Results Based Forest Practices Code. Posted on the Ministry of Forests web site [www.resultsbasedcode.ca](http://www.resultsbasedcode.ca) is the document that was issued by the Ministry of Forests, with input from APEGBC, ABCPF, BCIA and APBBC, as a companion document to the Discussion Paper issued by Government entitled "A Results-Based Forest Practices Regime for British Columbia".

### **3.8 Red Tape Reduction Task Group (Kevin Turner, P.Eng., Secretary)**

Del Ferguson, P.Geo. led a committee consisting of Sid Tsang, P.Geo., Heather Blyth, P.Geo., Brian Roberts, GIT, and Kevin Turner, P.Eng. to provide comments to the BC government's Red Tape Reduction Initiative, headed by Kevin Falcon, Minister of State. The review indicated that a consistent voice was not present in the membership, and the committee prepared a detailed document of the responses from the membership. The Executive reviewed the document carefully and crafted a response to the Minister of State, to be included with a general response from APEGBC, indicating we expected to be fully involved in the rewrite of the Results Based Code. A letter of response was received from the Minister of State acknowledging our input. The Executive would like to thank the Red Tape Reduction Task Group for their quick response and to Del for co-ordinating the Member's comments.

### **3.9 Results Based Code Presentation to MoF (Don Dobson, P.Eng., Tim Smith, P.Geo., Peter Mitchell, P.Eng.)**

DEGIFS assisted in development of the APEGBC "Results-Based Code Discussion Paper" which commented on the RBC discussion paper. The APEGBC paper has been posted on the DEGIFS web site for those that are interested. The paper highlights the role of professionals, DEGIFS and provides the APEG position on the RBC.

The primary themes of the discussion paper and subsequent presentation to the RBC consultation project (Professor Hoberg) are:

"APEGBC approves in principle to the move to the results-based resource management decision making framework, and away from the current process driven environment".

However:

- 1) there must be clear measurable results
- 2) the RBC must recognize that risk cannot be eliminated and a consistent, repeatable risk assessment and management approach is required
- 3) the RBC should be developed using a team approach

The paper also recommended that the RBC reference the professional self-regulatory legislation that mandates the use of qualified registered professionals for specific activities.

### **3.10 Review of Proposed Professional Agrolgist Act and Professional Foresters Act (Peter Mitchell, P.Eng., APEGBC Liaison)**

Review of these two acts were co-ordinated by Peter Mitchell, P.Eng., with DEGIFS Executive input.

### **3.11 Workshops (Doug Dewar, P.Eng., Workshops & AGM Co-ordinator)**

#### ***Case Studies of Innovative / Alternative Road Construction Techniques and Costs***

DEGIFS developed this workshop which was presented by Forestry Continuing Studies Network this year. The workshops highlighted projects where professional engineering or geoscience expertise provided cost-effective forest road engineering solutions. Cases were selected that discussed techniques in terrain assessment and stability analysis and included the factors that influenced the cost of road construction in steep terrain.

The workshops were held in Prince George on May 16 and Campbell River on May 28. Kevin Turner, P.Eng. organized and facilitated the Interior workshop in Prince George, which was attended by 65 people. Mike Wise, P.Eng. organized and Tim Smith, P.Geo. facilitated the Coastal workshop in Campbell River, which was attended by 75 people.

In Prince George, presentation topics included:

- Calvin VanBuskirk, P.Eng./ P.Geo.
  - ❖ low cost retaining wall alternative
- Greg Reid, P.Eng./ P.Geo.
  - ❖ rock engineering to upgrade a road directly above a railway
- Loren Kelly, RPF, P.Eng., Shane Kelly, P.Eng.
  - ❖ use of thermistors for monitoring road subgrade strength
- Rob Wilson, P.Eng./ P.Geo.
  - ❖ temporary road construction and deactivation techniques
- Dave McDougall, P.Eng.
  - ❖ road construction in glacio-lacustrine soils
- Darby Kreitz, P.Eng.
  - ❖ a systematic approach to the road design and construction process

At the coastal workshop, the presentations consisted of:

- Mike Wise, P.Eng., Brian LaCas, P.Eng.
  - ❖ discussion of road construction options near a control point on a river floodplain
- Glynnis Horel, P.Eng., Glenn Beaton, P.Eng.
  - ❖ design and construction of a bridge on an active debris fan to withstand landslide impact

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- Eric McQuarrie, P.Eng.
  - ❖ the design and construction of fords for crossing small streams
- Al Chatterton, P.Geo., RPF
  - ❖ the design and construction of a mainline using alternatives to full bench and end-haul
- Shelley Higman, P.Eng./P.Geo., Bob Patrick, P.Eng.
  - ❖ the design and construction of a road fill against high stumps

Judging from the discussion among the agency, industry, and consultant attendees and the course evaluations, both workshops were very well received. Two follow-up workshops are being considered for the Southern Interior and Fraser Valley next spring.

### Discussion

It was noted that advertising in the north was not well done by FCSN, although it was posted on the web page. It was suggested that when the new workshop dates are finalized, an e-mail should be sent out to each DEGIFS Member.

### ***DEGIFS AGM Technical Sessions***

This year, the DEGIFS Annual General Meeting had four primary themes:

- **Harvesting issues in karst terrain** as explored in a talk given by Jim Baichtal and Paul Griffiths. In addition DEGIFS conducted a technical tour to review karst features in the Cowichan Lake area. The field trip was organized by Tim Stokes.
- **Forest hydrology, fluvial geomorphology and watershed assessments**, with talks given by Mike Miles and Rita Winkler. In addition, there was a panel discussion of watershed assessments under the new code.
- **Roles of professionals under a Results Based Code**, with presentations by senior Ministry of Forests staff, the ABCPF, and APEGBC.
- **Terrain stability field assessments**, with presentations on the TSFA Practices Guidelines and related aspects on this topic.

Talks on bridge engineering issues and geotextile design were also heard.

Special thanks to Janet Gusscott and staff with APEGBC for helping to orchestrate another successful event.

### **3.12 ASPECT (Bruce Thomson, P.Geo, Editor)**

Four issues of ASPECT were successfully completed and distributed to DEGIFS members in the past year, Spring (March), Summer (July), Fall (September) and Winter (November). We, the editors, thank all DEGIFS members and non-members who submitted articles for publication in ASPECT. Without that effort the newsletter would not exist - keep those articles coming.

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The editors, wish to thank our colleague, Doug Dewar P.Eng., for all his hard work and effort during his stint as co-editor representing the Interior of British Columbia, it was a pleasure working with him. I would also like to thank Jennifer Clarke P.Geo., for her continued great work and effort as co-editor representing the Coast of British Columbia.

A new addition to the editorial group will be Julie Orban, GIT, who be replacing Doug Dewar and representing the Interior of British Columbia.

All DEGIFS members were encouraged to participate by forwarding articles for publication.

### **3.13 Web Page (Tim Stokes, P.Geo., Webmaster)**

The [www.degifs.com](http://www.degifs.com) web site has been up and running since July 2001 and seems to be working well. It has received a number of compliments for its professional appearance.

It has been great to be able to easily add announcements, i.e. the Aspect newsletter and any new resources that come along. However, there is lot more that could be done. As discussed at the Silverstar strategic planning meeting, the resource section could be re-organized and revitalized. The discussion forum has never been a great success and there still seems to be some problems with various browsers. It would be nice to see a monthly summary report section added from the Executive so Members can see what work is being done.

Tim Stokes is more than willing to hand the job onto to a more web-site savvy DEGIFS member. He would be happy to assist in setting up the new person to help with some of the quirks, etc.

Members are encouraged to visit and contribute to the site. Members can easily post announcements and references.

### **3.14 FMIBC Report (Don Dobson, P.Eng., FMIBC Liaison)**

The Forest Management Institute of British Columbia lost a champion on Wednesday morning, October 23<sup>rd</sup>. The Chairman of the Board, Jim McFarlane passed away suddenly shortly after undergoing open-heart surgery. Jim was a member of the Board since the creation of the Institute and worked tirelessly in helping to secure funding and in the development of the Institute Charter. He accepted the position of Chairman after Bill Dumont moved to a new job in Asia. Jim was a driving force behind the new directions of the Institute. It is our job now to honour his hard work by fulfilling his vision.

Over the past year the Forest Management Institute has continued to provide ongoing modules in both the Silviculture Program and the Forest Engineering Program. It is apparent to all that this past year has been a challenge for government and the forest industry. When the economy in the forest sector struggles, the funding for advanced education is generally not a high priority and this has been reflected in the numbers of new students entering our programs and, in some instances, the opportunity for students to continue. In response we have just worked harder to ensure that the services provided by the institute are current and offered cost-effectively.

The Board has worked with the staff to reduce overhead costs and staff has been patient, understanding and creative in finding ways and means of doing more with less. The Board has also focused on the development of a long-term strategic plan for the institute with the goal of securing adequate financial resources. This strategic plan is now in place and has moved onto the implementation phase. One of the key initiatives is the development of a new program in Forest Management. This has evolved not only as a result of the anticipated changes in the Forest Practices Code in BC but out of the realization that there is no post graduate course in Forest Management offered anywhere.

The development of this new program and the continued evolution of our existing programs must be founded on the commitment and support of industry, the provincial government, and the federal government. The Board is currently meeting with key people in industry and government to secure the commitment necessary.

### **3.15 Bursary (Brian Chow, P.Eng., Bursary Co-ordinator)**

Subsequent to last year's AGM where the DEGIFS bursary was endorsed for another year, the DEGIFS Executive elected to offer two bursaries for \$750 each. The bursary criteria were revised as per discussions at the last AGM to incorporate further criteria for applicant evaluation. Also, the bursary award was not restricted by institution as had previously been done. The notice was forwarded by email to various institutions financial aid departments. No feedback was received from institutions so it is unclear as to whether or not they actually posted the notices. Only one application was received from a previous bursary recipient. The bursary committee reviewed the application and recommended bursary award to the individual – Chris Eldon, RPF, who is participating in the Forest Management Institute of BC's engineering diploma program.

The continuation of the bursary needs to be discussed. Should the general consensus be to continue with the DEGIFS bursary, some discussion around awards to repeat applicants should occur.

Brian Chow expressed thanks to the other Bursary Committee members who assisted in the evaluation of the applicant: Shelley Higman, P.Eng./ P.Geo. and Kevin Turner, P.Eng.

#### Discussion

Bryan Brassington noted that advertising is not occurring at the universities. It was suggested that we have a separate area on the web page that is specific to the bursary. There was also discussion that perhaps the requirement for writing a 1500 word essay was too onerous, although there was a mixed opinion on this point. The AGM attendees confirmed they wished to continue with the bursary initiative, although a suggestion was made to consider one award of \$1000 and possibly a second award of \$500 should a suitable application be received. The attendees agreed that the Executive should take the discussion under advisement and re-evaluate the bursaries.

### **3.16 2002 Executive Strategic Planning Meeting (Kevin Turner, P.Eng., Secretary)**

Of note was the strategic planning meeting held this March in Silverstar. This was co-ordinated with the members that attended the Interior Watershed Conference. In addition to a regular agenda, the Executive reviewed our performance over the past few years with regard to our Terms of Reference. The main focus of the meeting, however, was to deal with the issue of inadequate TSFA reports as determined from the review carried out in 2001 by Kevin Turner, Doug VanDine and Doug Erickson, as presented at the 2001 AGM and summarized in the December issue of *Aspect*. As a result of the meeting, it was decided to strike a Task Group to develop Terrain Stability Assessment Practices Guidelines. Eric McQuarrie was selected as the Chair of this Task Group and a more comprehensive report is provided in Section 3.17.

During the meeting, the performance of DEGIFS compared to the goals listed in the Mission Statement as set out in the Terms of Reference was reviewed. Each numbered point below refers to the corresponding number in the DEGIFS Terms of Reference.

- a) *“Guide the development and monitoring of standards of practice for Professional Engineers and Professional Geoscientists working in the land-based forest sector, as distinct from the manufacturing forest sector;”* - we are accomplishing this.
- b) *“Promote education, professional development and high standards of practice of Engineering and Geoscience related to forest activities;”* - we are largely focused on this.
- c) *“Promote awareness of specialized knowledge and training by Professional Engineers and Professional Geoscientists in the forest sector;”* - we have the skill sets. We are not doing this adequately, although we are improving. This needs to be addressed further.
- d) *“Promote public awareness of the role of Professional Engineers and Professional Geoscientists in the forest sector;”* - same as bullet (c).
- e) *“Provide a mechanism to exchange information among Division members, and between Division members and the staffs of forest companies and government agencies;”* – It was noted that we need a better means of disseminating information, for example listing citations on a web page. It was suggested that such a feature on the web site could be categorized and one member could be the custodian for each category.
- f) *“Advance all aspects of Engineering and Geoscience in the forest sector;”* -very general.
- g) *“Act on, and respond to issues pertinent to the public interest and Professional Engineers and Professional Geoscientists working in the forest sector;”* – we are accomplishing this.
- h) *“Present considered opinions and recommendations to Council”* - we are accomplishing this.

#### Discussion

Doug VanDine and Gino Fournier suggested advising the Members when something new is on the web page, through avenues like a list server. Denny Maynard suggested that the Membership on a whole should be more proactive in raising awareness of the professions by responding with letters when issues with P.Engs. and P.Geos. arise in the media.

### **3.17 TSFA Subcommittee (Eric McQuarrie, P.Eng., Committee Chair)**

A special committee was formed to produce *Professional Practice Guidelines for Terrain Stability Field Assessments*. The objective is to produce an APEGBC document similar in context to the existing APEGBC Guidelines for Engineering Services for Building Projects. The committee includes a working group presently consisting of Tim Stokes, P.Geo., Bill Grainger, P.Geo., Calvin VanBuskirk, P.Eng./P.Geo., Doug Nicol, P.Eng., Glynnis Horel, P.Eng., Mike Wise, P.Eng., Tim Smith, P.Geo., and Eric McQuarrie, P.Eng. as chair. A review group has also been established and consists of Kevin Turner, P.Eng., Doug Vandine, P.Eng./P.Geo., and Dave McDougall, P.Eng. To date, the committee has discussed the general issues to be addressed in the guidelines and are currently preparing a discussion document for presentation at the Annual General Meeting.

APEGBC and DEGIFS representatives met in June 2002 with the various government ministries and professional associations involved in forest management to discuss the professional associations preparing "Standards of Professional Practice". DEGIFS outlined the context of the *Professional Practice Guidelines for Terrain Stability Field Assessments* that it was beginning to prepare and requested funding to assist in preparation of this document. DEGIFS are still waiting for a response from the Ministry of Forests.

### **3.18 Terrain Stability Mapping Task Group - Terrain Stability Mapping Practice Guidelines (Tim Giles, P.Geo., Committee Chair)**

The *Terrain Stability Mapping User Guide*, which forms the basis for technical presentations and may also be appended to TSM reports as a supplemental source of information for forestry users, was completed in 2001 by Dr. June Ryder, P.Geo. The Users Guide is available in PDF format through the [DEGIFS web site](#).

The *Terrain Stability Mapping: Practice Guidelines* document is to clarify or more thoroughly explain procedures that are inadequately covered in the existing *Mapping and Assessing Terrain Stability Guidebook*. The guide has an introduction that includes discussion on mapping reliability and limitations and explains the differences between terrain stability mapping and terrain stability assessments. There is a section on the qualifications, academic skills and experience required as a mapper, a lead mapper or supervisor, and a reviewer. Several other sections deal with air photo interpretation and editing, fieldwork, creation of attribute criteria for stability and erosion interpretations, final map production and report writing.

This guide was initially to have been completed and available in the summer of 2001, but it was delayed in order to take into account any changes brought about by the new Results Based Forest Practices Code. A presentation was given at the Terrain Stability and Forest Management Conference in Nelson in the spring of 2001, and the document has since been reviewed thoroughly and is presently in good draft form. There is still some debate within the DEGIFS Executive and the TSM Task Group as to whether the work should be published now or wait until the Results Based Code is brought in.

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The Executive will be reviewing the guidelines document in the context of the Results Based Code when it arrives to consider the suitability of presenting the paper to APEGBC Professional Practice Committee for a recommendation to Council for adoption.

Members of the Task Group include:

Denny Maynard, P.Geo.

Tim Giles, P.Geo.

Polly Uunila, P.Geo.

Dr. June Ryder, P.Geo.

Al Chatterton, P.Geo., RPF

Irene Weiland, P.Geo.

Freeman Smith, P.Geo.

Scott Weston, P.Geo.

Dr. Peter Jordan, P.Geo.

### Discussion

Denny Maynard summarized the history of this committee. He noted that the Guidelines were initially considered to supplement the *Mapping and Assessing Terrain Stability Guidebook*. Peter Jordan suggested re-packaging the Guidelines as they exist to make them independent of legislation. As a product of DEGIFS, it will have to be reviewed by Council. Executive will consider this document and advise the Task Group on a direction after that time.

### **3.19 Treasurer's Report (Tim Stokes, P.Geo., Treasurer)**

Our financial year ended on October 1, 2002 and as shown on the following page, we have a total balance of \$20,458.94 of which \$13,716.00 is in a secured GIC account with the rest (\$6,742.94) in our chequing account.

For income during 2001-2002 we received \$6,192.79 in membership dues and \$258.33 in interest.

Our expenses for 2001-2002 totalled \$4,729.61. The principal expenditures included the AGM workshop of 2001 (\$1083.25), RBC meeting expenses (\$878.71) and the DEGIFS Executive Strategic Planning Meeting in March 2002 at Silverstar (\$1509.13).

Our expenses were significantly lower than last year (by at least \$3000), but this was primarily due to the fact that the DEGIFS Bursary Award has not yet been made. This is to come shortly and will be an expense of \$750.

Following the AGM and settling of expenses more money will be transferred into the GIC to accrue better interest.

The bottom line is that we still have a more than healthy balance and have used much less expenses during the year than was originally anticipated.

### Discussion

There was discussion from the floor regarding concern about the balance that a non-profit society can carry in their operating funds from year to year. The Executive was asked to look into this.

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**DEGIFS FINANCIAL STATEMENT 2001-2002**

**OPENING BALANCES - October 2, 2002**

Chequing Account	\$737.43
<u>GIC Account</u>	<u>\$18,000.00</u>
<b>Total</b>	<b>\$18,737.43</b>

**DEPOSITS**

Membership Dues	\$6,192.79
Chequing Account Interest	\$2.68
<u>GIC Account</u>	<u>\$255.65</u>
<b>Total</b>	<b>\$6451.12</b>

**EXPENSES**

Bank Charges	\$25.00
Long Distance	\$639.27
Web Page	\$540.75
AGM Workshop 2001	\$1083.25
Aspect	\$53.50
Results Based Code	\$878.71
<u>Executive Strategic Planning Mtg</u>	<u>\$1509.13</u>
<b>Total</b>	<b>\$4729.61</b>

**CLOSING BALANCE (Opening Balance + Deposits - Expenses)**

**Closing Balance as of October 1, 2002** **\$20,458.94**

Motion

It was moved by Doug Dewar and seconded by Mike Wise to accept the Financial Report.

**Motion carried.**

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**4. PROPOSED BUDGET 2002/2003 (Tim Stokes, P.Geo.)**

The following budget was tabled for discussion:

	<b>Oct 1, 2001 2001-2002 Projected</b>	<b>Oct 2 2001 Oct 1 2002 Actual</b>	<b>Oct 2, 2002 - Oct , 2003 Projected</b>
Chequing Account		\$737.43	\$6,742.94
GIC Account		\$18,000.00	\$13,716.00
<b>Opening Balance</b>	<b>\$18,525.32</b>	<b>\$18,737.43</b>	<b>\$20,458.94</b>
<b>Deposits</b>			
Membership Fees	\$6,800.00	\$6,192.79	\$6,000.00
Chequing Account Inter	\$500.00	\$2.68	\$4.00
GIC Account Interest	\$0.00	\$255.65	\$300.00
<b>Deposits Sub-Total</b>	<b>\$7,300.00</b>	<b>\$6,451.12</b>	<b>\$6,304.00</b>
<b>Expense Items</b>			
Bank Charges	\$0.00	\$25.00	\$0.00
Phone calls	\$1,500.00	\$639.27	\$1,000.00
Web page	\$500.00	\$540.75	\$500.00
Workshops	\$2,000.00	\$1,083.25	\$3,500.00
DEGIFS bursaries	\$3,000.00	\$0.00	\$750.00
ASPECT	\$0.00	\$53.50	\$0.00
Accounting audit	\$200.00	\$0.00	\$200.00
New Forest Practice Code	\$0.00	\$878.71	\$1,000.00
Task Group Expenses	\$1,500.00	\$0.00	\$6,000.00
Executive Strategic Planning Mtg	\$750.00	\$1,509.13	\$1,500.00
AGM Registration for Exec*			\$2,650.00
Other	\$100.00	\$0.00	\$0.00
<b>Expense Items Sub-Total</b>	<b>\$9,550.00</b>	<b>\$4,729.61</b>	<b>\$17,100.00</b>
<b>Closing Balance</b>	<b>\$16,275.32</b>	<b>\$20,458.94</b>	<b>\$9,662.94</b>

Discussion

There was considerable discussion regarding the \$6000 allotted to Task Group Expenses, although it was generally recognized that this year was likely to be extraordinary with the advent of the Results Based Code. Brian Chow noted that the \$6000 included some allowance for the payment of costs for doing work. Brian suggested reducing this to \$2000 to take into account out-of-pocket expenses only.

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This led to a discussion on the issue of compensation for volunteer work on behalf of DEGIFS, as raised by Don Dobson. Mike Wise suggested that DEGIFS should consider compensation only when asked to produce something, and not for reviewing something. The TSFA Practice Guidelines were brought forward as an example, however, it was noted that the previous Practice Guidelines were all completed on volunteer time. Increasing the number of Members that get involved would assist in lowering some individual's commitments. Increasing committee size is beneficial but they can also become unwieldy. Issues often require experienced people to be involved on behalf of the Membership, and there are not that many senior professionals with experience in the forests sector, so there is a tendency to rely on these professionals. Seeking compensation when asked to produce a product was encouraged. This would require setting policies for when and how people are to be paid.

It was suggested that the Executive investigate a policy regarding those matters concerning work that the Division takes on when they are requested to produce a product.

### Motion

It was moved by Doug Dewar and seconded by Doug VanDine that the Executive develop a policy on compensation.

Discussion ensued. This would have to be vetted through Council. Doug VanDine suggested an alternative word to "compensation" be used. **Motion carried**

### Discussion

Doug VanDine noted that as a non-profit organization under the *Societies Act*, there might be limits on the balance allowed at the end of the fiscal year. This should be investigated by the Treasurer and the new Executive.

The need for a strategic planning meeting was also discussed. It was decided to leave an allowance for one in the budget.

### Motion

With a reduction for Task Group Expenses from \$6000 to \$2000, it was moved by Mike Wise and seconded by Doug Dewar to accept the proposed budget. **Motion carried.**

## 5. ELECTION OF 2000-2001 DIVISION EXECUTIVE (Kevin Turner, P.Eng.)

DEGIFS was very fortunate to have six well-qualified people seek election to the Executive this year. Of the 261 ballots mailed, 110 ballots were returned for a return rate of 42%. One (1) ballot was spoiled and therefore rejected. The successful candidates were:

- o Calvin VanBuskirk, P.Eng., P.Geo.
- o Bill Grainger, P.Geo.
- o Doug Nicol, P.Eng.

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It was one of the closest elections we have had. All the members who stood for election should be congratulated, are encouraged to remain involved and active with DEGIFS affairs and run again in a subsequent election.

### **5.1 Joint Practice Board Nominees (Kevin Turner, P.Eng., Secretary)**

A committee of the DEGIFS Executive was struck to nominate APEGBC members to be considered by Council to sit on the Joint Practices Board (JPB).

In selecting the nominees, the committee took into consideration the several issues. First, it attempted to maintain a reasonable representation of P.Engs. and P.Geos. on the board. Secondly, with the expected focus on professional reliance as a foundation for the upcoming new Results Based Code, it was felt that members experienced in dealing with both professional practice issues and technical issues would be important. Lastly, members with considerable practical experience in the forest industry were desired.

The committee is pleased to recommend the following two members to Council for consideration for the JPB:

- Don Dobson, P.Eng., Principal, Dobson Engineering Ltd.
- Steve Chatwin, P.Geo., Senior Projects Manager, Forest Practices Board

This year two P.Geos. will be stepping down from the board, and the Nominating Committee recommended replacement with a P.Eng. and a P.Geo. The committee experienced some difficulty in getting a suitable P.Geo. to stand for nomination. However, we are convinced that the P.Eng. nominated for the JPB will adequately represent the interests of P.Geos. In addition, the Executive feels that APEGBC and the JPB are better served by changing a P.Eng. and a P.Geo. annually rather than changing two P.Geos. and two P.Engs. on alternating years as is the case now. This staggering will allow better continuity in future board member changes.

## **6. OTHER BUSINESS**

### **6.1 Appointment of Past Chair**

Peter Weir, the Chair of the 2002 Executive has decided to return to New Zealand. As Peter would have assumed the role of Past Chair this coming year, this position would be vacant. As this position is considered valuable in ensuring continuity through consecutive Executives, the 2002 Executive is recommending to the incoming 2003 Executive that Kevin Turner be considered for this position.

## 6.2 Funding of Travel Costs

The issue of reimbursement of travel costs for Executive members to attend the AGM was raised. A motion passed at the 2000 DEGIFS AGM by Brent Ward, P.Geol. was re-read and is quoted:

- *Brent Ward moves that DEGIFS sponsor travel expenses for DEGIFS Executive members to attend the DEGIFS AGM meeting. The motion was seconded by Kevin Turner. Motion carried.*

Some questions regarding this motion continue to be raised, specifically it did not specify if this was limited to the AGM rather than the 2 day event, and if it was intended to be specific for that year or as an on-going annual commitment. In addition, it was unclear if travel expenses included travel costs and not accommodation and meal costs.

### Motion

After discussion amongst the Members, it was moved by Peter Jordan, P.Geol. and seconded by Heather Blyth, P.Geol., that the DEGIFS Executive have their DEGIFS AGM registration fees and expenses paid for.

Doug Dewar suggested adding “where not provided otherwise”. It was also noted that this commitment may vary from year to year – for example, this year there was no assistance requested.

Motion re-read with this change. **Motion carried.**

## 6.3 Reducing Fees for Student Members

The issue of reducing fees for student members was raised as a means of raising the profile of DEGIFS at the university level and hopefully attracting more members. A proposal was made to reduce this to \$10.00. Changing the fees would require an alteration of the Terms of Reference, which is only possible by a letter ballot where it is approved by more than 2/3 majority of the Division Members. The Executive is to further investigate this idea.

## 7. MEETING ADJOURNMENT

A motion was made to adjourn the meeting at 9:20 p.m.

## LIST OF ATTENDEES – 2002 DEGIFS ANNUAL GENERAL MEETING

<b>NAME</b>	<b>PROFESSIONAL DESIGNATION</b>	<b>DEGIFS MEMBER</b>
Heather Blyth	P.Geo.	Member
Doug Bennett	RPF, P.Eng.	Member
Bryan Brassington	Student	Member
Brian Chow	P.Eng.	Executive
Doug Dewar	P.Eng.	Executive
Glen Dick	RPF, IFEBC	No
Don Dobson	P.Eng.	Executive
Tim Dunne	P.Eng.	Member
Deepa Spaeth Filatow	P.Geo.	Member
Gino Fournier	P.Eng.	Member
Bill Grainger	P.Geo.	Executive elect
Mike Greig	RPF, P.Eng.	Executive
Peter Jordan	P.Geo.	Member
Denny Maynard	P.Geo.	Member
Eric McQuarrie	P.Eng.	Executive
Tom Millard	P.Geo.	Member
Glenn Moore	P.Eng.	Member
Doug Nicol	P.Eng.	Executive elect
Julie Orban	GIT	Member
Tim Smith	P.Geo.	Executive
Doug Stead	P.Geo.	Member
Tim Stokes	P.Geo.	Executive
Bruce Thomson	P.Geo.	Member
Kevin Turner	P.Eng.	Executive
Doug VanDine	P.Eng. / P.Geo.	Member
Betsy Waddington	P.Geo.	Member
Irene Weiland	P.Geo.	Member
Rod Williams, GIT	GIT	Member
Mike Wise	P.Eng.	Executive