



# DEGIFS

Division of Engineers and Geoscientists in the Forest Sector

## Minutes

### ANNUAL GENERAL MEETING

Penticton Trade & Convention Centre, Penticton BC,  
October 23<sup>th</sup>, 2003

---

1. **AGENDA ACCEPTED (motion Tim Smith, seconded by James Hogarth)**
2. **2002 MINUTES ACCEPTED (motion Tim Smith, seconded by James Hogarth)**
3. **REPORTS**
- 3.1 **Annual DEGIFS Chair Report (Eric McQuarrie, P.Eng.)**

The largest undertaking by DEGIFS over the past year has been the *Guidelines for Terrain Stability Assessments in the Forest Sector*, which will establish the standards of professional practice in this field. The final document is scheduled for publication this fall.

Other DEGIFS initiatives during 2002/03 included:

- awarding two bursaries of \$750 each to students in programs related to forest engineering, geoscience or geotechnique;
- coordinating another well-attended workshop on innovative road construction techniques in Vernon in May;
- reviewing and recommending changes to the forest practices regulations;
- working with the CEBC and the Ministry of Forests to improve professional services contracting practices; and
- resurrecting the Risk Taskforce to guide preparation of a Landslide Risk Case Studies document.

Our *Aspect* newsletter editors and our webmaster continue to work diligently to keep our members informed and entertained.

The dynamics of BC's forest industry led to another busy but productive year for DEGIFS. I wish to thank the Executive, the *Aspect* editors, our webmaster, the Risk Taskforce, and the Terrain Stability Guidelines Committee for contributing countless hours to their professions. As in past years, DEGIFS relied heavily on Peter Mitchell, our APEGBC Liaison. Thanks also to all those members who agreed to be nominated for the 2003/2004 Executive. Your desire to be involved is what makes DEGIFS so successful.

The 2002-03 DEGIFS Executive consists of:



DEGIFS

c/o APEGBC, Suite 200 – 4010 Regent Street,  
Burnaby, BC, V5C 6N2

Telephone: 604-430-8035 Fax: 604-430-8085

Internet: [www.degifs.com](http://www.degifs.com)

- o Eric McQuarrie, P.Eng., Chair
- o Kevin Turner\*, P.Eng., Past Chair (Acting), Workshops Coordinator
- o Brian Chow\*, P.Eng., Vice Chair, Bursary Coordinator
- o Doug Nicol, P.Eng., Secretary
- o Bill Grainger, P.Geo., Treasurer
- o Calvin VanBuskirk, P.Eng./P.Geo., Guidelines Subcommittee Chair
- o Mike Greig\*, RPF, P.Eng., JPB Liaison
- o Doug Dewar\*, P.Eng., AGM Coordinator,
- o Peter Mitchell, P.Eng., APEGBC Liaison

\* denotes outgoing Executive member.

Other DEGIFS contacts are:

- o Bruce Thomson, P.Geo., Aspect Editor
- o Jennifer Clarke, P.Geo., Aspect Co-editor – Coast
- o Julie Orban, GIT., Aspect Co- editor – Interior
- o Heather Blyth P.Geo., Webmaster
- o Bryan Brassington, Affiliate Member Liaison

### 3.2 DEGIFS Membership

Membership in DEGIFS was virtually unchanged from the previous year. Following is a breakdown of the membership demographic this past two years, along with the percent change from 2002.

| Designation       | 2003<br>Count | 2002<br>Count | 2001<br>Count | Change 2002 → 2003 |
|-------------------|---------------|---------------|---------------|--------------------|
| P.Eng.            | 135           | 140           | 139           | -4%                |
| P.Geo.            | 80            | 78            | 75            | +3%                |
| P.Eng./P.Geo      | 12            | 11            | 10            | +9%                |
| <b>Members</b>    | <b>227</b>    | <b>229</b>    | <b>224</b>    | <b>-1%</b>         |
| EIT               | 15            | 14            | 19            | +7%                |
| GIT               | 7             | 11            | 14            | -36%               |
| Other             | 9             | 7             | 6             | +29%               |
| <b>Affiliates</b> | <b>31</b>     | <b>32</b>     | <b>39</b>     | <b>-3%</b>         |
| <b>Total</b>      | <b>258</b>    | <b>261</b>    | <b>263</b>    | <b>-1%</b>         |

### 3.3 Guidelines Subcommittee

The Guidelines Subcommittee was not as active this year as it has been in previous years. However, one key document “Guideline for Terrain Stability Assessments in the Forest Sector” prepared by the DEGIFS Terrain Stability Assessment Task Force was reviewed by a small committee consisting of Doug Vandine, P.Eng., P.Geo. and Tim Smith, P.Geo. The review committee was relatively small as the document had active input from several DEGIFS members of the Task Force (see TSA Task Force).

A guidelines subcommittee was struck to review the draft Terrain Stability Mapping Practice Guidelines (TSMG) prepared by the DEGIFS Terrain Stability Mapping Task Force. However,

the review was not completed as the Task Force indicated that the document was not ready for review by the subcommittee, primarily due to changes to the forest practice legislation. As a result, the DEGIFS executive dissolved the subcommittee.

The Guidelines Subcommittee is currently preparing up to review the draft Bridge Design Guidelines prepared by the Joint Practice Board. The subcommittee will report to the 2003/04 DEGIFS Executive in November. The membership is requested to review the draft guidelines and submit comments to the DEGIFS executive.

### **3.4 TSA Guidelines Task Force**

The task force assembled to prepare the "Guidelines for Terrain Stability Assessments in the Forest Sector" consisted of:

Primary Authors -- Eric McQuarrie, P.Eng. and Calvin VanBuskirk, P.Eng., P.Geo.

Contributing Authors/Internal Review – Kevin Turner, P.Eng., Doug Nicol, P.Eng., Mike Wise, P.Eng., Bill Granger, P.Geo., and Dave McDougall, P.Eng.

Subcommittee Review – Doug Vandine, P.Eng., P.Geo., Tim Smith, P.Geo.

The document was prepared with the assistance of a grant from the Ministry of Forests.

To date, the document has been reviewed by the DEGIFS members noted above, the DEGIFS Executive, several professional staff within the Ministry of Forests, ABCPF and JPB. The BCIA was requested to provide comments but declined.

The document has also been reviewed by APEGBC legal counsel and was recently approved by the Professional Practices Board. The final document is expected to be approved by council on 22 October 2003 after which the document will be published and made available on the APEGBC and DEGIFS web sites. It is anticipated that 500 copies of the document will be produced.

### **3.5 Forest Engineering Award of Excellence**

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. APEGBC will be presenting the 2002 award at the 2003 AGM.

### **3.6 Joint Practice Board**

The Joint Practice Board (JPB) of the APEGBC and the Association of BC Professional Foresters (ABCPF) deals with issues related to the practice overlap between Professional Foresters, Professional Engineers and Professional Geoscientists working in forest resource development. The role of the JPB has become increasingly important with the new results based Forest and Range Practices Act which is silent on the role of the use of professionals in the forest resource sector. Government has determined that it is up to the respective professional associations with members working in the forest resource sector to regulate their members in

terms of their areas of practice and standards of practice based on their respective legislated authority. With this in mind, activities during 2003 included:

1. Updating the 7 articles produced to date by the JPB. These articles deal with items such as forest road bridges, terrain stability assessments, avalanche assessments, watershed assessments and terrain stability mapping. The JPB also responded to concerns raised by members about the Avalanche article.
2. Preparation of a draft Guideline for Professional Services in the Forest Sector dealing with Bridge Design to replace one of the articles. Once finalized, the Guideline will be presented to both the APEGBC Council and the ABCPF Council for their respective consideration. If approved, this Guideline will establish the basis by which professionals work together in forest road bridge designs. The document focuses on the items related to the design and review of a forest road bridge design that must be coordinated and carried out by professionals with the appropriate skills set.
3. Revising its Terms of Reference (TOR) to recognize its role in the inter-relationship between the practice of forestry and the practice of engineering and geoscience in all areas of forest resource management. Previously the TOR focused on the relationship between the professions in the areas of planning, locating, designing and of approving forest transportation systems.
4. Reviewing the draft Terrain Stability Assessment Guidelines.
5. Keeping abreast of changes with ABCPF, RPBios, Agrologists, Forest Technologists, FRPA Training regarding the roles of resource professionals.
6. Arranging for ABCPF to sponsor a website that will house all JPB articles.

Question – does the JPB have authority to prepare guidelines? Have they done this in the past? Do they have authority to prepare drafts that are forwarded to respective councils for approval?

### 2002 Joint Practices Board Members

#### APEGBC

\*Mike Greig, P.Eng. RPF  
 \*Doug Underhill, P.Eng. RPF  
 Steve Chatwin, P.Geo.  
 Don Dobson, P.Eng.  
 Peter Mitchell, P.Eng., APEGBC Advisor

#### ABCPF

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

\* denotes outgoing member

### 3.7 Workshops

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

DEGIFS developed this workshop presented by Forestry Continuing Studies Network in May in Vernon. The workshop highlighted projects where professional engineering or geoscience

expertise provided cost-effective forest road engineering solutions. Case studies 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.

### 3.8 AGM Technical Sessions

As in the past, DEGIFS planned two full days of presentations for the October 2003 APEGBC AGM in Penticton. Day 1 of the Technical Sessions is devoted to Landslide Risk Case Studies, with presentations from Doug VanDine, Mike Wise, Glenn Moore, Calvin Van Buskirk, Tim Smith, Doug Nicol, Tom Millard and Neil Singh. The presentations are based on papers included in the Ministry of Forests Landslide Risk Case Studies document.

The morning on Day 2 is devoted to Snow Avalanches with talks by Alan Jones, Frank Baumann and Chris Stethem. The morning session also includes a talk about Meager Creek Lahars by Pierre Friele.

The afternoon session includes a talk about forestry hazards on fans by Dave Wilford and Matt Sakals. The remainder of the afternoon is more administrative with presentations from Don Dobson, Cliff Proudfoot and Roberta Reader regarding Due Diligence under the Results-based Code, and Eric McQuarrie regarding the recently completed *Guidelines for Terrain Stability Assessments in the Forest Sector*.

### 3.9 ASPECT

Four issues (Winter, Spring, Summer, Fall) of our newsletter ASPECT were successfully published and distributed to members over the past year and are available on our web site.

ASPECT editors consist of Jennifer Clark P.Ge., Julie Orban GIT, and Bruce Thomson P.Ge. The editors wish to thank all DEGIFS members and non-members who submitted articles for publication in ASPECT and members of the ASPECT Editorial Board for their input.

Jennifer Clarke is our co editor representing the Coast of British Columbia with Julie Orban our co-editor for Interior British Columbia. I would like to thank both Jennifer and Julie for their outstanding formatting abilities with respect to the publication.

All DEGIFS members are encouraged to participate by forwarding articles for publication. A newsletter cannot function or exist without the effort put in by you, our authors.

### 3.10 Web Page

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

The DEGIFS web site has undergone only minor changes this year. These changes have primarily taken the form of better linkages with associated sites such as APEGBC and FORREX and better organization of existing material. The web site has proven to be an excellent source

of information to the division's members as well as a good tool for disseminating newsletters and long-term announcements. The 'Discussion' section of the web site is greatly underused and a reliable method of disseminating time sensitive information to the division's members was deemed necessary by the DEGIFS Executive. Therefore, development of a digital mailing platform or 'Listserver' for the DEGIFS was researched. At present, a DEGIFS listserver has been created and awaits the executive approval of its user protocol prior to its implementation.

### 3.11 Bursary

The Bursary subcommittee consisted of: Mike Greig, Bryan Brassington and Brian Chow (Chair). The DEGIFS Bursary subcommittee evaluated six submissions for 2003. The three members of the subcommittee, generally, independently arrived at the same conclusions in their evaluations using the developed evaluation spreadsheet based on the criteria specified in the Bursary Description. The DEGIFS Executive endorsed the subcommittee's recommendation of awards for \$750 each to Derek Kinakin and Mihai Pavel.

Derek is an MSc student at SFU involved in terrain analysis and forestry geotechnics research.

Mihai Pavel is a PHD candidate at UBC with a degree from Romania in Forest Engineering. He received a Master of Forestry from UBC in 1997 and only has to complete his thesis defence sometime this year. He is currently employed with FERIC in the Harvest Engineering group.

All applicants will be given a one year free membership in DEGIFS.

#### *Future recommendations / guidelines for bursary evaluations*

The bursary committee noted a discrepancy in the evaluations based on financial need, which is a criteria for the bursary. The evaluation spreadsheet noted a range of points from 1-3. However, the committee was unclear whether to award 1 point or no points if the applicant does not provide any indication of financial need. Subsequently, the DEGIFS Executive approved a revision to the evaluation spreadsheet to clarify that no points will be awarded in any given category where the applicant has not provided sufficient information.

Further, the subcommittee would like to recommend that prior to evaluating applications, that future subcommittee's discuss the evaluation spreadsheet and process such that there is general understanding and relative consistency in evaluation. It is also recommended that the in-coming executive review the present Bursary Description and discuss its application for next year.

Question (Brian Chow) – Does the membership support the continuance of the Bursary? Are two bursaries of \$750 each appropriate? Leave for Budget discussion.

### 3.12 Risk Taskforce Annual Report

The Risk Taskforce was resurrected this year to assist with and provide input to the Ministry of Forest's Landslide Risk Case Studies Document. The Task Force chair is Tim Smith, P.Geo., and members include: Don Dobson, P.Eng., Doug VanDine, P.Eng., Doug Nicol, P.Eng., Kevin Turner, P.Eng., Calvin VanBuskirk, P.Eng., Mike Wise, P.Eng., Al Chatterton, P.Geo., RPF, and Robert Gerath, P.Geo.

The Risk Taskforce met on February 25<sup>th</sup>, 2003 to assist with the objectives, outline and technical review of the Landslide Risk Case Studies Document and to assist with the selection of case studies to be included in final document. The AGM Professional Development Session will include an overview of the document by its lead authors (Mike Wise, Doug VanDine, and Glenn Moore, P.Eng.,) and some selected risk case.

The Risk Taskforce Committee will review and provide input to the final Risk Case Studies document expected to be completed by March 2004.

### **3.13 FORREX**

Our DEGIFS Representative attended a workshop sponsored by FORREX to review their annual report. DEGIFS also considered an invitation by FORREX to join as a member organization. After discussion amongst the executive, DEGIFS decided not to join FORREX at this time but to continue the current informal arrangement.

Question – Is streamline a Forrex document? Answer (Mike Greig) - Yes

### **3.14 Review of Proposed Professional Agrologist Act**

The review of this act continued on from the previous year. Peter Mitchell, P.Eng., and Eric McQuarrie, P.Eng. met with BCIA representatives Garth Bean, P.Ag. and Larry Bomford, P.Ag. to discuss implications of the revisions to the act. Of particular concern was the definition of the "practice of agrology" and reference to "designs". BCIA issued APEGBC a memorandum of understanding that their practices are limited to "agrology" (agricultural and natural sciences).

### **3.15 CEBC/MoF Liaison Committee**

The Consulting Engineers of BC established a liaison committee with the Ministry of Forests. The primary objective is to develop a tendering process for BC Timber Sales that is based on qualifications rather than just price. DEGIFS is participating in this committee and presented the pre-qualification process established by the Southern Interior Region of MoF as a model. The committee will continue to work on this matter and DEGIFS will stay involved. It is noted that the CEBC is not limited to just Terrain Stability work and it represents primarily large member consulting firms.

Comment (floor) – MOF contracting process constrained by bid process.

Comment (floor) – Often Professional services are bundled together with other services and represents perhaps only 2 or 3% of total contract.

Comment (floor) – We are our own worst enemy wrt under bidding/undercutting

Question (Doug Vandine) – For members of DEGIFS who are not members of CEBC – would DEGIFS request that CEBC provide category of membership for sole practitioners, check membership costs and provide list of benefits?

### **3.16 Forest Practice Board**

APEGBC and DEGIFS met with the Forest Practice Board and some staff on September 17 at their regular meeting. The objective was to familiarize the FPB with the roles and responsibilities of both APEGBC and DEGIFS and the work we are doing to improve and regulate the standard of work conducted by our members. The meeting was extremely successful and arrangements are already being made for a second meeting.

### 3.17 Treasurer's Report

For the October 2002 to September 2003 period

**Total Revenues:** \$6100.00 membership dues (dues down \$92.71 from last year)  
\$294.73 interest for a total of \$6,394.73

**Total Expenditures: \$3,851.18**

Bursaries (3), 1 in 2002 and 2 in 2003: \$2,250.00  
2002 AGM: \$991.22  
Web site: \$ 562.20  
Other: \$47.76

**Surplus: \$2,543.55**

**Historic Trends:**

Accumulated Surplus 1995 to 2001: \$18,000.00 plus interest  
Accumulated Surplus 2002 to 2003: \$3,742.35

In 2001/02, expenses totalled \$4,729.61 leaving a surplus of \$1,463.18. The 2001/02 bursary was not accounted for until 2002/03. Had the bursary been accounted for in the previous fiscal year, the surplus would have been \$713.18. The major expenses were the Silver Star retreat, which lead to the TSA Guidelines group, the AGM expenses, and meetings regarding the results-based code.

In 2002/03 there was a surplus of \$2,543.55 (the actual surplus would have been \$3,293.55 had the \$750 bursary from 2001/02 been accounted for in that year). The increased surplus was primarily because the major DEGIFS initiative – the TSA Guidelines – was funded by the government through a grant to APEGBC. Expenses for the Risk Taskforce were also paid by the Ministry of Forests. No other major committee or liaison activities required funding. The pre-2002 accumulated surplus was not touched. Also there was no strategic planning meeting held this year. **Motion to hold a strategic planning meeting this year. Motion by Mike Wise, seconded by Pierre ?, Motion Passed.**

In 2001/02, there was a year end balance of \$6,742.45 in the chequing account, which roughly equates to the annual revenue through membership dues. The remainder of the pre-2002 surplus is in a GIC account. Its value is \$13, 979.89 and gains about \$275.00 a year in interest.

Current balance on all accounts is \$9,021.58 (chequing) + 13,979.89 (GIC) = \$23,001.47

So while there is a current balance of approximately 4 times annual revenues, most of that (\$18,000) is due to revenue accumulated prior to 2002. Therefore there is a "rainy-day" fund that

is there to be used – but based on recent annual surpluses, it will be probably not be replenished at its historic rate.

**DEGIFS FINANCIAL STATEMENT 2002-2003****OPENING BALANCES – October 01, 2002**

|                  |                    |
|------------------|--------------------|
| Chequing Account | \$6742.45          |
| GIC Account      | \$13,716.00        |
| <b>Total</b>     | <b>\$20,458.45</b> |

**DEPOSITS**

|                           |                  |
|---------------------------|------------------|
| Membership Dues           | \$6,100.00       |
| Chequing Account Interest | \$30.84          |
| GIC Account               | \$263.89         |
| <b>Total</b>              | <b>\$6394.73</b> |

**EXPENSES**

|                   |                  |
|-------------------|------------------|
| Bank Charges      | \$22.76          |
| Web Page          | \$562.20         |
| AGM Workshop 2002 | \$991.22         |
| Bursaries         | \$2,250.00       |
| Executive Travel  | \$25.00          |
| <b>Total</b>      | <b>\$3851.18</b> |

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

**Closing Balance as of September 30, 2003** **\$23,002.00**



#### 4. PROPOSED BUDGET 2003/2004

The following budget is tabled for discussion:

|                                | Oct 1, 2002 to<br>Sept. 30, 2003<br>Projected | Oct 1, 2002 to<br>Sept. 30, 2003<br>Actual | Oct 1, 2003 to<br>Sept. 30, 2004<br>Projected |
|--------------------------------|---|--|---|
| Chequing Account               | \$6,742.94                                    | \$6,742.45                                 |   |
| GIC Account                    | \$13,716.00                                   | \$13,716.00                                |   |
| <b>Opening Balance</b>         | <b>\$20,458.94</b>                            | <b>\$20,458.45</b>                         | <b>\$23002.00</b>                             |
| <b>Deposits</b>                |   |  |   |
| Membership Fees                | \$6,000.00                                    | \$6,100.00                                 | \$6,100.00                                    |
| Chequing Account Interest      | \$4.00  | \$30.84                                    | \$20.00                                       |
| GIC Account Interest           | \$300.00                                      | \$263.89                                   | \$275.00                                      |
| <b>Deposits Sub-Total</b>      | <b>\$6,304.00</b>                             | <b>\$6394.73</b>                           | <b>\$6,395.00</b>                             |
| <b>Expense Items</b>           |   |  |   |
| Bank Charges                   | \$0.00  | \$22.76                                    | \$25.00                                       |
| Phone calls                    | \$1,000.00                                    | \$0.00                                     | \$700.00                                      |
| Web page                       | \$500.00                                      | \$562.20                                   | \$500.00                                      |
| Workshops                      | \$3,500.00                                    | \$991.22                                   | \$0.00  |
| DEGIFS bursaries               | \$750.00                                      | \$2,250.00                                 | \$1,500.00                                    |
| ASPECT                         | \$0.00  | \$0.00                                     | \$0.00  |
| Accounting audit               | \$200.00                                      | \$0.00                                     | \$0.00  |
| New Forest Practice Code       | \$1,000.00                                    | \$0.00                                     | \$0.00  |
| Task Group Expenses            | \$6,000.00                                    | \$0.00                                     | \$0.00  |
| Exec. Strategic Planning Mtg   | \$1,500.00                                    | \$0.00                                     | \$2,000.00                                    |
| AGM Registration for Exec      | \$2,650.00                                    | \$0.00                                     | \$2,000.00                                    |
| Other                          | \$0.00  | \$25.00                                    | \$0.00  |
| <b>Expense Items Sub-Total</b> | <b>\$17,100.00</b>                            | <b>\$3,851.18</b>                          | <b>\$6,725.00</b>                             |
| <b>Closing Balance</b>         | <b>\$9,662.94</b>                             | <b>\$23,002.00</b>                         | <b>\$22,672.00</b>                            |

Question from floor – what us actually covered for DEGIFS executive members to attend AGM?  
– Answer – Only hotel and travel (not cost to attend technical sessions)

Executive Question – Do we want an accounting audit? – Floor discussion – No  
Executive discussion – reason no dollars are set aside for workshops is that they are starting to become repetitive. Also they tend to pay for themselves so continuing studies network makes money and requires no subsidy. **Some allowance could be made for FPC training – add \$2000.**

**Motion to raise bursaries to \$1000 each (2 of them) made by Brian Chow, seconded by Tim Smith – passed**

**Motion to add \$2000 to budget for Bridge Guidelines Subcommittee made by Brian Chow, seconded by Kevin Turner – passed**

**Motion to accept budget as proposed made by Doug Dewar, seconded by James Hogarth – passed.**

## **5. ELECTIONS & APPOINTMENTS**

### **5.1 2003-2004 DIVISION EXECUTIVE**

There was considerable interest from within the Membership to seek election to the DEGIFS Executive for the 2004 / 2005 term. A total of ten candidates agreed to let their name stand in this year's election for the 4 available spots on the Executive this year. Of the 227 ballots mailed, 108 ballots were returned for a return rate of 47.5%. The candidates elected are:

- Brian Chow, P.Eng.
- Heather Blyth, P.Geo.
- Tim Dunne, P.Eng., RPF

There was a tie for the fourth spot between Mark Goldbach, P.Eng. and Deepali Filatow, P.Geo. The DEGIFS Terms of Reference requires that "if there is a tie vote for the last position of the Division Executive Officer, the tie shall be broken by a show of hands at the Annual General Meeting."

A show of hands was requested to break the fourth place tie. Result – Deepali Filatow elected to the executive.

**Motion to destroy ballots made by Deepali Filatow , seconded by Calvin VanBuskirk – passed.**

The DEGIFS Membership is extremely fortunate to have such a high number of people interested in serving on the Executive. Such interest bodes well for the Executive and ensures the excellent work accomplished by past Executives will continue. For the members who were not successful in this year's election, you are encouraged to stay involved with the Executive through committee work, Aspect or the web site, and are encouraged to stand for election again next year.

### **5.2 Fee Structure Referendum**

The DEGIFS Executive recommended a change to the membership fee structure to reduce the fee for Affiliate Members reduced to \$10.00. The reduced fee recognizes that affiliate members include many students and members of other associations who receive less benefit with their membership than full members. With this option, the revised wording for Section 5 in our Terms of Reference would read as follows:

#### **5. Fee Structure**

The fee shall be set at \$25.00 per year, plus all appropriate taxes, for Division Members and \$10.00 per year, plus all appropriate taxes, for Affiliate Members. Any changes in the fees structure shall be recommended by the Division Executive and shall be subject to approval by a two-thirds majority expressed in a letter ballot by Division Members. If the

recommendation of the Division Executive is rejected, the most recent fees shall remain in effect.

As noted in the Terms of Reference, any alteration in the fees structure shall be subject to approval by a two-thirds majority expressed in a letter ballot by Division Members.

The results of the referendum were 88 votes in favour of the motion and 7 votes against. **The referendum passes.**

## 5.2 Joint Practice Board Nominees

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).

As in the past, the committee attempted to balance the presence of professional engineers and professional geoscientists. However, with a membership of far more engineers than geoscientists, this balance cannot always be maintained. DEGIFS sees the main issue currently before the JPB is the reviewing and editing of the bridge design guidelines, which has a greater affect on engineers than geoscientists. Therefore, the lack of balance is not seen as critical for the upcoming year.

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

- o Robert Patrick, P.Eng., Principal, EBA Engineering Ltd.
- o Gino Fournier, P.Eng., RPF, Hayes Forest Services Ltd.

## 6. NEW BUSINESS

### 6.1 Relationship Between JPB & DEGIFS

APEGBC appoints members to the JPB usually based on recommendations from DEGIFS. However, once appointed, the APEGBC Representatives to the JPB function independently from DEGIFS. For the past two years, DEGIFS has had one executive member also serving on the JPB who, along with Peter Mitchell, provided a summary at each DEGIFS meeting of the issues and discussions before the JPB. Communication between DEGIFS and the other three representatives to the JPB was very limited. This next year, there will not be any members of the new DEGIFS Executive also sitting on the JPB, leaving Peter Mitchell as the only link between the two organizations.

While a certain level of autonomy is respected, recent occurrences with the Bridge Design Guidelines have revealed a potential flaw in the present arrangement. DEGIFS Executive is seeking discussion from the membership, including present and past JPB members and past DEGIFS Executive members, regarding ways of improving communication or solidifying the relationship between DEGIFS and the APEGBC representatives to the JPB.

Discussion related to having JPB report directly to DEGIFS. Mike Wise – there are advantages to having JPB report directly to APEGBC (parallels ABCPF). Tim Smith – for insurance reasons

JPB must be accountable to council – could adjust terms of reference so that products vetted through DEGIFS. Also members could be nominated by DEGIFS.

Eric McQuarrie reviewed issue with respect to Bridge Engineers and JPB problems.  
Dwight Yochim – JPB was in the middle of completing the bridge document when DEGIFS requested to review document so it could not be released at that time.

Tim Smith – Why did DEGIFS Executive not go to APEGBC Council with issue?

Mike Greig – Some members of DEGIFS wanted to see draft before broader membership. JPB did not agree with this.

Eric McQuarrie – discussed difference between how JPB operates and how DEGIFS operates and develops standards.

Doug VanDine – Suggest that these issues be passed onto the new executive.

Tim Smith – Members must adhere to codes of Ethics – if not qualified to develop standards on JPB – should be referred to outside experts.

Calvin VanBuskirk – Members of the JPB were not approved by Council (as were TSA guidelines) to prepare Standards of Practice

## **6.2 Opportunities for Involvement of DEGIFS Members**

The recent election revealed a keen interest from a broad spectrum of DEGIFS members to become more involved with the Executive. The Executive is interested in maintaining this interest by providing opportunities for more members to be involved in various committees or other activities. The advantage to the Executive is a broader sharing of the workload. The greater advantage to DEGIFS in the long term is that those members wishing to become more involved are given the opportunity to demonstrate that willingness to the membership, increasing their chances of being elected to the Executive. This point is demonstrated by the election of three members of the TSA Guidelines Taskforce last year and Heather Blyth (our Web Master) this year.

Current opportunities for non-Executive members include: the guidelines subcommittee, Aspect, the web site, representative to FORREX, and representative on the CEBC/MoF Liaison Committee. Past opportunities have included the Risk Taskforce and the TSA Guidelines Taskforce. Similar opportunities will inevitably arise again in the coming year. Interested members are urged to state their interest, stay in contact with the Executive, and maintain their knowledge on the current issues affecting DEGIFS.

## **6.3 Discussion Topics from the Floor**

**6.3.1** Award will be presented to Bob Gerath for excellence in Engineering

**6.3.2** Signed (Cloutier) Hockey jersey presented to Peter Mitchell for all of his assistance through out the year.

- 6.3.3** Thanks to all of the outgoing executive for all of their work over the past 2 years.
- 6.3.4** Motion to adjourn made by Tim Smith.