



DEGIFS

Division of Engineers and Geoscientists in the Forest Sector

Minutes

ANNUAL GENERAL MEETING

*Grand Okanagan Lake Conference Centre, Kelowna, BC
October 16th, 2008*

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1. ACCEPTANCE OF AGENDA

Motion/Accepted (Julien Henley/Doug Van Dine)

2. REVIEW AND ACCEPTANCE OF 2007 DIVISION AGM MINUTES

Motion/Accepted (Julien Henley/Mike Noseworthy)

3. REPORTS**Annual DEGIFS Report from Chair (Irena Weiland, P.Ge, Chair)****Division Executive**

	Chair
Irene Weiland, P.Ge.	
Julien Henley, P.Eng.	Vice Chair
Doug Underhill, P.Eng., R.P.F.	Past Chair / Affiliate Representative / Award of Excellence
Ron Arksey, P.Ge., Eng.L.	Secretary
Tracey Raume, P.Eng.	Treasurer / Website Coordinator
Mike Noseworthy, P.Ge., Eng.L.	AGM Technical Sessions Coordinator
Jack Whittles, P.Ge., Eng.L.	AGM Technical Sessions Coordinator
Jeremy Araki, P.Eng.	Guidelines Subcommittee Chair, Bursary Co-ordinator

Co-opted Representatives

Peter Mitchell, P.Eng., APEGBC Liaison / Alternate JPB Liaison
 Tom Millard, P.Ge., JPB Liaison
 Glynnis Horel, P.Eng., JPB task force chair
 Gordon Butt, P.Ge., JPB member
 Pierre Friele, P.Ge., JPB member

Aspect Newsletter**Editorial Board**

Shelley Higman P.Eng., P.Ge.
 Eric McQuarrie P.Eng.
 Bob Patrick P.Eng.
 Kevin Turner, P.Eng.
 Tim Stokes, P.Ge.

Editor

Sharon Scott, P.Ge.

DEGIFS had another successful and very busy year and continues to be a very active group. Initiatives undertaken by the division over the past year include:



New Activities:

- Reviewing and improving communications protocol between DEGIFS and the Joint Practices Board.
- Representation at APEGBC's booth at ExpoFor 2008 (ABC FP AGM) in Penticton.
- Nominating three members to the new JPB taskforce to develop guidelines for professional practice on forest roads.
- Review of the division's terms of reference and proposition of changes in order to expand the division's mandate to non-forestry resource sectors.
- Conduct a letter ballot to vote on the proposed changes to the terms of reference.
- Respond to requests from APEGBC council regarding an APEGBC policy on development of professional guidelines.
- Circulate proposed definition of forest engineering to DEGIFS membership for comment.
- Stay informed on developments on Worksafe BC's Operational Health and Safety Regulations, particularly section 20.78 (excavations), and part 4 (general, landslides, snow avalanches).
- Send a request to the JPB regarding review of the crossing guidelines.

Continuing Activities:

- Hosting a Strategic Planning Session in Burnaby in January 2008
- Executive teleconference call meetings every 4 to 6 weeks.
- Posting of one \$2000 DEGIFS bursary at numerous BC postgraduate institutions.
- Producing four issues of *Aspect*, the division's newsletter
- Upgrading and maintaining the DEGIFS website to keep our members current on relevant issues and events (<http://www.degifs.com>)
- Co-ordinate the 2008 AGM technical sessions and field tour in the Chase Creek Watershed. Thanks go to Mike Noseworthy, Jack Whittles, co-ordinators and moderators of the technical sessions, and to Don Dobson, leader of the field trip.

3.1.1. DEGIFS Membership

Membership in DEGIFS was similar to last year. The following is a breakdown of the membership by category over the last 6 years.

Designation	2008 count	2007 Count	2006 Count	2005 Count	2004 Count	2003 Count	2002 Count
P.Eng.	130		134	145	156	135	140
P.Geo.	84		81	83	84	80	78
P.Eng./P.Geo	9		9	10	13	12	11
Members	223		224	238	253	227	229
EIT	16		13	11	17	15	14
GIT	13		11	10	13	7	11
Other	6		3	0	0	9	7
Affiliates	35		27	21	30	31	32
Total	258	255	251	259	283	258	261

Trends Since 1998

Year	Members	APEGBC Affiliates	Non APEGBC Affiliates	Total
1998	221	60	30	311
1999	202	52	35	289
2000	222	53	39	314
2001	N/A	N/A	N/A	254
2002	229	25 (32)	7 (0)	261
2003	227	22 (31)	9 (0)	258
2004	253	30	0	283
2005	238	21	0	259
2006	224	27	0	251
2007				255
2008	223	29	6	258

N/A – information not available. Where numbers are shown in brackets the data is not clear as to whether it refers to APEGBC or Non APEGBC affiliates.

3.1.2. Strategic Planning Session (Irene Weiland, P.Ge0 Chair)

DEGIFS held a half-day Strategic Planning Session combined with a half-day executive meeting on January 11, 2008 at the APEGBC office in Burnaby. This timeframe proved too short, and the executive recommends to hold the SPS for 2008/2009 over 1.5 days.

Thirteen items of interest were identified and are listed in the 2008 SPS minutes posted on the DEGIFS website. The following items were identified as priority items:

1 Expansion into non-forestry resource sectors: *strong support from membership at 2006 AGM, notify APEGBC council of intent to change Terms of Reference; to vote on it at next AGM; develop work plan to be presented to DEGIFS and APEGBC membership and council to identify concerns or limitations; Plan: task group, discussion paper, communicate with membership, discuss with JPB (Doug Underhill)*

2 Statement of limitations: *Goal: educate membership and clients; Plan: task force formed (Jack Whittles) to come up with discussion paper into Aspect*

3 Review of crossing guidelines: *Goal; audit of guideline effectiveness/audit; Resource Road Act and clarify legislative differences between forest roads and resource roads Plan: form task group, put it out to membership for discussion, discuss with JPB (Julien and Jeremy)*

APEGBC's JPB members were invited and participated via conference call at the SPS meeting. This allowed a helpful discussion regarding on-going attempts to improve the communication between the executive, and the JPB.



External Committee Reports

3.1.3. WorkSafe BC Update (Peter Mitchell, P.Eng. APEGBC)

Update on Status of Revisions to the Occupational Health and Safety Regulations (OH&S Regs.) respecting:

- (i) Avalanches,
- (ii) Construction, Excavation and Demolition,
- (iii) Terrain Stability Assessments (Landslides).

Where proposed changes to the OH&S Regs regarding Item (i) Avalanches and Item (ii) Construction, Excavation and Demolition impacted forestry operations, APEGBC consulted with the APEGBC/Association of BC Forest Professionals (ABCFP) Joint Practice Board (JPB). Submissions from the JPB were made on both these items with input from the DEGIFS Executive.

After a round of public consultations, which included submissions and presentations from the JPB, the WorkSafe BC Board has approved revisions to the following aspects of the OH&S Regulations, impacting worker safety, to become effective on the dates indicated below:

- Avalanches, Part 4 General Conditions, 4.1 Definitions and 4.1.2 Snow Avalanche Assessments effective September 1, 2009.
- Construction, Excavation and Demolition, Part 20 (including Clause 20.78) effective January 1, 2009.

WorkSafe BC will be posting the newly approved OH&S Regs. on their website by early October, 2008.

These revisions were made to reflect the role that Professional Engineers, Professional Geoscientists and Registered Forest Professionals have in such matters when forestry operations are involved.

APEGBC and ABCFP worked to coordinate their submission so that WorkSafe BC received one set of recommendations from the two Associations rather than two separate responses, which could have resulted in inconsistent messages being conveyed to WorkSafe BC.

Finally, with respect to Item (iii), currently Clause 26.18 of the OH&S Regs. contains provisions governing landslides in forestry operations. Last spring, WorkSafe BC issued a Stakeholder Consultation Paper of Terrain Stability (landslides) for discussion purposes only. APEGBC engaged experts in the field to advise WorkSafe BC on matters related to landslides which impact worker safety outside of forestry operations. With respect to landslides impacting forestry operations, a response dated September 16, 2008, was submitted by the APEGBC/ABCFP JPB. It is APEGBC's understanding that upon considering the submissions from the JPB and others, WorkSafe BC will be going out for public consultation on this matter.



3.1.4. APEGBC/ABC FP Joint Practice Board (Tom Millard, P.Geo. JPB Chair, Mike Wise, P.Eng., Gordon Butt, P.Geo., P.Ag.; Pierre Friele, P.Geo., and Peter Mitchell, P.Eng., APEGBC - JPB Liaison)

The following are the major JPB activities since January, 2008.

The *Guidelines for Management of Terrain Stability in the Forest Sector* are now approved by both councils. The guidelines should be released shortly.

Terrain Stability Assessments in the Forest Sector Task Force (APEGBC members: Tom Millard, P.Geo. – Chair, Terry Rollerson, P.Geo., L.Eng; and Rob Wilson, P.Eng, P.Geo.)

This taskforce submitted a draft *Guidelines for Terrain Stability Assessments in the Forest Sector Guidelines (TSA Guidelines)* document to the JPB in June, 2008. These Guidelines will replace the 2003 APEGBC *Guidelines for Terrain Stability Assessments in the Forest Sector*. The draft document is currently being reviewed by the JPB.

Skill Sets for Terrain Stability Assessments Task Force (APEGBC members: Glynnis Horel, P.Eng. – Chair; Peter Jordan, P.Geo.; Jim Schwab, P.Geo. L.Eng.)

This taskforce submitted a draft Skill Sets for Terrain Stability document to the JPB in June 2007. The taskforce recommended that the skill sets document be combined with the *TSA Guidelines* document, and the JPB has agreed with the recommendation.

The JPB is currently working on the combined *TSA Guidelines* and *Skill Sets* document and will be sending the document out for review by to Association members in early 2009.

Road Task Force (Greg Pearson, RPF – Chair; APEGBC members: Ron Davis, P.Eng., Gino Fournier, P.Eng., RPF; and Bob Parolin, P.Eng):

To develop guidelines that describe the standards of practice that should be followed related to the planning/design, construction/modification, maintenance and deactivation of forest roads.

This taskforce received a Ministry of Forests and Range grant to produce a Guidelines document. The objective of the document is to describe the standards of practice that should be followed related to the planning/design, construction/modification, maintenance and deactivation of forest roads. The taskforce held its first meeting in September 2008.

Worksafe BC regulation changes

The JPB made submissions to Worksafe BC regarding their proposed regulation changes. See the update from Peter Mitchell for further details.

2008 Joint Practices Board Members

APEGBC

Tom Millard, P.Geo.
Gordon Butt, P.Geo, P.Ag.
Pierre Friele, P.Geo.
Mike Wise, P.Eng.
Peter Mitchell, P.Eng., APEGBC Advisor

ABC FP

Greg Pearson, R.P.F.
Justin Kumagai, R.P.F.
Frank Kempf, R.P.F.
Kevin Lyons, RPF
Michael Larock, R.P.F., ABCFP Advisor



The Board thanks Peter Mitchell, P.Eng., of APEGBC and Michael Larock, R.P.F., of ABCFP for their dedication and tireless efforts, critical to our efficient functioning and an ongoing, positive relationship between the two Associations.

Executive Committee Reports

3.1.5. Expansion into non-forestry resource sectors

In May 2008 we informed APEGBC council of the Division's intent, and received approval in principal to proceed. The task group, in consultation with the executive, proposed changes to Section 3, Purpose of the ToR, and a new name "*Division of Engineers and Geoscientists in the Resource Sector*". APEGBC staff proposed additional changes to 'housekeeping' items. In September 2008, a letter ballot was mailed to all DEGIFS members with proposed changes to the Terms of Reference. The executive would like to thank Tim Verigin and Janet Sinclair for their support at the last minute. The ballots were counted on October 3rd, 2008. 100 ballots were received, 2 were spoiled. We received 90 votes in favour, and 8 votes opposed to the proposed changes. The proposed changes are accepted.

Motion to destroy ballots 3 months from October 3rd, 2008. (Doug VanDine/Dave Bergman) In Favour – All; Against - None (PASSED)

Considerable work still remains to complete the expansion. An expanded task group needs to be formed to review relevant documents and to promote the division to practitioners in non-forestry resource sectors.

3.1.6. AGM Technical Sessions (Mike Noseworthy, PGeo, EngL and Jack Whittles, PGeo, EngL AGM Coordinators)

DEGIFS is indebted to Andrea Hodgins, APEG Professional Development Coordinator for her patience and guidance in planning and delivering the AGM.

This year's DEGIFS AGM had the theme of "Professional Services in the Land Based Resource Sector". Included in the AGM was a one-day field trip to the Chase Creek watershed led by Don Dobson, PEng. of Dobson Engineering Ltd. The fieldtrip focused on the implications of the current mountain pine beetle infestation with regards to watershed hydrology, slope stability and downstream development. Technical Sessions included experiences of Professional Engineers, Geoscientists and Foresters working in the areas of mining and exploration, forestry, oil & gas development, independent power producers, and electrical transmission utilities. Discussions on professional practice in terrain stability and avalanche assessments were presented from the perspective of residential development and the Occupational Health and Safety Regulation, Updates on the Joint Practices Board and Forest Road Guidelines development rounded out the talks.

The following is an outline of the technical sessions:

- Geotechnical slope stability assessments and monitoring for pipeline applications by Doug Dewar PEng
- Terrain stability initiatives by the joint practices board by Glynnis Horel PEng, Tom Millard PGeo
- Guidelines for professional services in the forest sector - forest roads by Gino Fournier PEng RPF, Greg Pearson RPF
- Tulsequah chief mine: a unique challenge for terrain stability by Timothy Smith PGeo EngL
- Role of bedrock on resource development by Jack Whittles PGeo EngL
- Water, wind, roads, and wires: resource geotechnics for renewable energy projects in coastal BC by Mike Wise PEng
- Small hydro project conceptual assessments: a unique balancing of technical, environmental and social interests by Mike Walsh PEng, Eric Miller RPF RPBio
- Opportunities beyond the forest sector by Wayne Miller PGeo EngL, Olindo Chiocca PEng, Tedd Robertson PGeo EngL
- Terrain stability and avalanche requirements in the occupational health and safety regulation by George Matheson PEng
- Constructing reinforced soil arches by Calvin VanBuskirk PEng PGeo
- DEGIFS practice perspectives: legislated landslide hazard and risk assessments for proposed and existing residential development by Bob Gerath PGeo
- Expedited road construction across soft ground by Calvin VanBuskirk PEng PGeo
- Hazard and design concerns for overhead transmission lines in remote locations by Blain Good PEng PGeo

3.1.7. ASPECT (Sharon Scott P.Geo. Eng. L. Editor)

Four issues (Winter, Spring, Summer and Fall) of ASPECT were published over the past year. The newsletter continues to publish articles of relevance to members. This past year this has included updates on the progress of regulation changes as well as member submission articles and training opportunities. The member profile series continues with a cross-section of the DEGIFS membership (consulting, industry and government) being featured. In the future guest editorials will continue as they have been well received in the past.

A big thanks goes out to all DEGIFS members and non-members who submitted articles for publication. I'd also like to thank members of the ASPECT Editorial Board and Executive for their input and review. ASPECT welcomes all DEGIF member submissions (articles, photographs, project profiles, announcements, etc.) on anything that would benefit members. Remember that the newsletter cannot be successful without the effort put in by you, our members.

3.1.8. DEGIFS Bursary (Jeremy Araki, P.Eng., Bursary Coordinator)

After careful consideration, the bursary of \$2000 was not awarded for the 2008/9 academic year.

The bursary is aimed at advancing forest engineering and geoscience/geotechnique education and practices in BC. Applicants must be enrolled in at least a third year program directly related to the practice of forest engineering and/or geoscience/geotechnique, leading to membership in

APEGBC, or be enrolled, and have successfully completed Module 1 in FMIBC's Engineering Program.

The bursary is intended to provide nominal financial assistance to students, in an accredited post-secondary or post-graduate program at a degree granting institution in BC. Studies should relate directly to professional forest engineering and/or forest geoscience/geotechnique.

One submission was received for 2008/2009. The submissions came from a graduate student doing a M.Sc. in forest hydrology with a focus on application to silviculture. The submission was reviewed for the executive by the Bursary Committee (Dave Wilford, Julien Henley and Jeremy Araki). The bursary committee and the executive welcomed the topic of forest hydrology, but the application to silviculture was considered inconsistent with the intent of the bursary. The DEGIFS executive endorsed the committee recommendation not to award the bursary this year.

The bursary applicant will be given Associate Memberships to DEGIFS for the upcoming year. Changes to the bursary format need to be considered to

- a) provide a broader range of applications
- b) (possibly) reflect the broader mandate of the division.

3.1.9. Statements of limitations (Jack Whittles P.Geo. Eng.L.)

Statements of Limitation that are typically included in consulting reports were collected by Jack and forwarded to Doug VanDine. The intent is to conduct a review, possibly with input from APEGBC legal council and provide members with general advice regarding Statements of Limitations. The initiative will continue in the next year.

Action Item: All DEGIRS members asked to forward additional Statement of Limitation examples to Jack Whittles or Doug VanDine

3.1.10. Web Page (Tracey Raume P.Eng. – Website Coordinator)

Several improvements are underway with the website to make it more user friendly and to update important information. The website was down for a while this summer because the domain name had expired and the renewal info was sent to the wrong email address. DEGIFS wishes to thank the staff at APEGBC and past executive member Del Ferguson for all the help getting the domain name renewed and the site up and running again.

3.1.11. Forest Engineering Award of Excellence (Doug Underhill, P.Eng, R.P.F. Past Chair)

The Forest Engineering Award of Excellence (*co-sponsored by the Association of Professional Engineers and Geoscientists of BC and the Association of BC Forest Professionals*), recognizes excellence, cooperation and leadership in forest engineering. The award is presented alternately at the APEGBC and the ABCFP Annual General Meetings and this year it was the honour of the ABCFP to present the 2007/8 award.

A committee consisting of two ABCFP members and one APEGBC member reviewed the submissions and unanimously agreed that **Al Chatterton, PGeo, RPF**, should be the recipient

of the 2007/8 Forest Engineering Award of Excellence for his long career applying geoscience in the forest sector to address hillslope and stream channel issues.

The 2008/9 award will be awarded by APEGBC at the 2009 annual general meeting.

3.1.12. DEGIFS Recognition Awards (Doug Underhill, P.Eng. R.P.F., Past Chair)

A number of Certificates of Recognition were presented to individuals for past involvement and dedicated service as DEGIFS executive, APEGBC liaison, JPB liaison, affiliate liaison, ASPECT editors and ASPECT editorial board members. Last year we recognized 30 members for past service dating back to the origins of DEGIFS in 1996. The remaining members being recognised will receive Certificates of Recognition in the mail soon.

3.1.13. Guidelines Subcommittee (Irena Weiland, P.Geo)

The guidelines subcommittee was dissolved this year. Guidelines for professional practice in the forest sector are being developed by the Joint Practices Board, rather than by DEGIFS executive. Liaison members have been appointed to stay in touch with JPB task force chair persons and to report important task force developments to the DEGIFS executive. This is done strictly to keep the executive informed, and is not to be understood as reporting.

Action Item: to abolish Guidelines Subcommittee, but appoint DEGIRS Executive members to act as liaisons with JPB task forces.

Action Item: to forward information concerning review of JPB task force documents to all DEGIRS members.

4. Treasurer's Report (TRACEY RAUME, P.ENG., TREASURER)

Total Revenues: \$5,044.50

\$1,463 less than projected. Membership fees received are not consistent with membership numbers shown on the membership list for 2008. DEGIFS executive needs to follow up with APEGBC staff to clarify the discrepancy.

GIC interest has been deferred to next fiscal due to change in Maturity Date of the GIC until after the budget has been approved.

Total Expenditures: \$7,336.73

\$15,728.27 less than budgeted. Note: The \$2,000.00 bursary recipient from 2007 was issued their cheque this fiscal. No bursary will be issued for 2008 as no suitable application was received.

We were underspent in all categories, except for a small amount in bank charges. No budgeted funds were expended in Workshop Development, ASPECT, Guideline Development, Accounting Audit, Task Group Expenses (payment was in error), APFBC AGM or Display Board.

Surplus/Deficit: -\$1,502.13

We had \$12,214 more than we budgeted as a deficit.

Historic Trends:

Year	Opening Balance	Revenue	Expenses	Surplus/Deficit	Closing Balance
1996/97	0	\$5,910.38	\$507.16	\$5,403.22	\$5,403.22
1997/98	\$5,403.22	\$7,217.04	\$1,509.32	\$5,707.72	\$11,110.94
1998/99	\$11,110.94	\$5,342.45	\$540.59	\$4,801.86	\$15,912.80
1999/2000	\$15,912.80	\$7,628.04	\$4,663.71	\$2,964.33	\$18,877.13
2000/2001	\$18,877.13	\$6,842.67	\$7,164.48	(\$321.91)	\$18,555.32
2001/2002	\$18,737.43*	\$6,451.12	\$4,729.61	\$1,721.51	\$20,458.94
2002/2003	\$20,458.45*	\$6,394.73	\$3,851.18	\$2,543.55	\$23,002.00
2003/2004	\$23,027.00*	\$6,599.28	\$4,334.11	\$2,265.17	\$25,292.17
2004/2005	\$25,292.17	\$6,218.94	\$9,813.96	(\$3,798.87)	\$21,697.15
2005/2006	\$25,886.48*	\$6,802.71	\$8,131.72	(\$1,329.01)	\$24,557.47
2006/2007	\$24,368.90*	\$6,525.00	\$8,027.13	(\$1,502.13)	\$22,866.77
2007/2008	\$22,866.77	\$5,044.50	\$7,366.73	(\$2,292.23)	\$20,574.54

*Numbers do not agree with closing balance reported from previous year. Error in treasurer's spreadsheet to Chair resulted in an error in 2006-07 numbers, which is now corrected.

Overall Average Surplus/Deficit: \$1,347 surplus per year

Average Surplus since Bursary Program Started in 1999/2000: \$31

Current balance on all accounts is \$6,074.54 (chequing) + \$14,500 = \$20,574.54.



Ratio of current balance to annual expenditures is approximately 2.8 and ratio of current balance to annual revenues is approximately 4.1.

DEGIFS FINANCIAL STATEMENT 2007-2008

OPENING BALANCES – October 01, 2007

Chequing Account	\$ 8,366.77
GIC Account	\$14,500.00
Total	\$22,866.77

REVENUES

Membership Dues	\$4,984.50
GIC Account	\$0.00
Sale of DEGIFS Hats	\$60.00
Total	\$5,044.50

EXPENSES

Bank Charges	\$165.12
Web Page	\$741.71
AGM Executive Meeting	\$2,086.29
Bursaries	\$2,000.00
Strategic Planning Meeting (Burnaby)	\$1,682.27
Phone Line	\$131.34
DEGIFS Certificates	\$237.30
Task Group (Paid in error – refund pending)	\$292.70
Total	\$7,336.73

CLOSING BALANCE (Opening Balance + Revenue - Expenses)

Closing Balance as of September 30, 2006	\$20,574.54
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Motion to adopt the financial statements as presented. Motion/Seconded (Tracey Raume/ Brian Chow). In Favour – All; Against - None (PASSED)



PROPOSED BUDGET 2008-2009 (Tracey Raume, Treasurer)

It is proposed that DEGIFS continue to send a representative to the ABCFP AGM. The budget for phone expenses is based on use of APEGBC's conference calling service. The number and the amount of bursaries are to be reviewed annually.

	Oct 1, 2007 to Sept. 30, 2008			2008-2009 Budget
	Projected	Actual	Difference	
Chequing Account	\$8,366.77	\$8,366.77	\$0.00	\$6,074.54
GIC Account	\$14,500.00	\$14,500.00	\$0.00	\$14,500.00
Opening Balance	\$22,866.77	\$22,866.77	\$0.00	\$20,574.54
REVENUES				
Membership Fees	\$6,000.00	\$4,984.50	-\$1,015.50	\$5,000.00
GIC Account Interest ¹	\$507.50	\$0.00	-\$507.50	\$550.00
GIC Redemption				\$9,000.00
Sale of Division hats	\$0.00	\$60.00	\$60.00	\$0.00
Other Credits ²	\$0.00	\$0.00	\$0.00	\$292.70
Deposits Sub-Total	\$6,507.50	\$5,044.50	-\$1,463.00	\$14,842.70 5842.70
EXPENSES				
Bank Charges ³	\$165.00	\$165.12	-\$0.12	\$45.00
Phone calls	\$750.00	\$131.34	\$618.66	\$750.00
Web page ⁴	\$750.00	\$741.71	\$8.29	\$1,000.00
Workshops/Development ⁵	\$2,000.00	\$0.00	\$2,000.00	\$1,000.00
DEGIFS bursaries ⁶	\$4,000.00	\$2,000.00	\$2,000.00	\$2,000.00
ASPECT	\$50.00		\$50.00	\$50.00
Guideline Development ⁷	\$5,000.00		\$5,000.00	\$0.00
Executive Binders	\$0.00		\$0.00	\$0.00
Division certificates	\$250.00	\$237.30	\$12.70	\$250.00
Division hats (production) ⁸	\$0.00		\$0.00	\$500.00
Accounting audit	\$100.00		\$100.00	\$100.00
Task Group Expenses ⁹	\$2,500.00	\$292.70	\$2,207.30	\$5,000.00
Exec. Strategic Planning Mtg ¹⁰	\$2,500.00	\$1,682.27	\$817.73	\$3,500.00
AGM and Exec. Meeting	\$2,500.00	\$2,086.29	\$413.71	\$2,500.00
APFBC AGM	\$500.00		\$500.00	\$500.00
Display Board ¹¹	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Expense Items Sub-Total	\$23,065.00	\$7,336.73	\$15,728.27	\$19,195.00
Chequing Account	-\$8,190.73	\$6,074.54		\$1,722.24
GIC Account	\$14,500.00	\$14,500.00		\$5,500.00
Closing Balance	\$6,309.27	\$20,574.54		\$7,222.24



Footnotes

¹ GIC Maturity Date was extended to November 28, 2008 to allow redemptions based on AGM results. The interest will be deposited into the account at that time in the next fiscal. Interest is calculated on rate linked to prime on Maturity Date.

² Refund from APEGBC of invoice paid in error from 2008 Task Force. Will be credited against phone charges.

³ Bank charges \$3.75/mo for business account with additional charge for required cheques in 2007 only.

⁴ For upgrades done in 2007, re-establishing and renewal of domain name for five years, and Internet Provider fees. Work done that has not been invoiced will be in 08/09 budget, plus changes to reflect ToR changes.

⁵ Expect workshops will be planned in conjunction with APEGBC.

⁶ 2007 bursary award late. 2008 Bursary not be awarded - not suitable application.

⁷ Includes honorariums and/or fees to develop guidelines. None anticipated for 2008/2009.

⁸ For production of new hats with the new Divisional name. May include promotional materials.

⁹ Task group will be charged with work relating to ToR changes to expand DEGIFS into other resource sectors.

¹⁰ With approval of ToR, Executive has requested the Strategic Planning Meeting and Executive meeting held after AGM to be a two day meeting to deal with all issues.

¹¹ Display board still an outstanding item from 2007 AGM. **Also includes marketing materials.**

Discussion and Correction: GIC Redemption can not be shown as Revenue if GIC Account is not reduced by the same amount.

Motion to accept revised Budget (Tim Smith/ Kevin Turner). In Favour – All; Against - None (PASSED)

5. ELECTIONS & APPOINTMENTS (IRENE WEILAND, P.GEO., CHAIR)**2008 - 2009 DIVISION EXECUTIVE**

There are three outgoing executive members this year:

**Doug Underhill, P.Eng.RPF,
Ron Arksey, P.Geo Eng.L.,
Tracey Raume, P.Eng.**

Three nominations for 2007/2008 DEGIFS Executive were put forward by the nominating committee to replace the outgoing executive members. According to the TOR, if no further nominations have been received from the membership within 30 days after the June publication of ASPECT, then those nominated by the nominating committee will be declared elected by acclamation and no letter ballot will be conducted. The candidates elected by acclamation are:

**Sharon Scott, P.Geo, Eng.L.
Joe Kenny, P.Eng.
Shawn Vokey, P.Eng., R.P.F.**



Joint Practice Board Nominees

One, possibly two members need to be nominated to the JPB in November 2008. We are looking for volunteers with engineering experience.

6. NEW BUSINESS (IRENE WEILAND, P.GEO, CHAIR)

Key Initiatives Planned for 2007/2008

- Continuation of the expansion and promotion of DEGIFS into non-forestry resource sectors

Discussion:

Expansion of DEGIFS into non-forestry resource sectors was overwhelmingly supported by the vote. Denny Maynard and others suggest further clarification of the Division's expanded mandate is required. Expansion is intended to promote the expertise of our group, but not change the overall focus of work carried out by the Division. Maintain focus on access issues and forest development issues.

We are an advocacy group that helps guide council.

We need to make further housekeeping changes to the ToR (e.g. not a 2/3 majority – how about 50% + 1?).

Action Item: Strike a task force to define intent, mission and goals of the NEW Division.

Motion (Julien Henley): New executive to strike a task force to define DEGIRS role in resource sector,

Amended Motion (Doug VanDine): and to revisit the name of DEGIRS to clarify the intent of the Division.

(Julien Henley/Doug VanDine)

In Favour – All; Against - None (PASSED)

Discussion Items

6.1.1. Expiry of limited licences in engineering for P.Geos

Section 20.78 of the OH&S Regulation has been amended to allow written instructions for construction and excavation work to be done by Qualified Registered Professionals which in the definition section of the OH&S Regs. includes P.Geo. This was the section that previously only referenced P.Eng. and as a result WorkSafeBC ruled that in order to be in compliance with the regulation only P.Eng. could do TSAs related to road construction activities in the forest sector. In 2006, P.Geo were given the opportunity to apply and qualify for a Limited Licence in Engineering in order to meet the OH&S Reg. and continue to conduct TSAs on forest roads.

The provisions under Section 20 come into effect Jan. 1, 2009, and the need for Eng.L. no longer exists to meet OH&S Reg.

At the May 5, 2006 Council meeting, APEGBC Council approved the following motion:

MOTION *It was moved and seconded (Mill, Failing) that the Limited Licences for this scope of practice expire when the Occupational Health & Safety regulations have been appropriately modified. CARRIED (Graham opposed; Smith abstained)*

Effective Jan. 1, 2009 the OH&S Reg. will have been appropriately modified so the DEGIFS Executive must make a recommendation to the APEGBC Council on what to do with the limited licences that were issued to P.Geo. so they could do TSA related to forest road work without being in violation of the old provisions in the old Section 20.78. Unless APEGBC Council is instructed otherwise, the above Council motion will have all limited licences issued to P.Geo. expire on Jan. 1, 2009. (Council needs direction from DEGIFS Executive by third week in November - Next Council meeting is in December, 2008).

Options: Let it expire; Keep it or postpone expiry (e.g. until TSA skill set document is approved by Council).

Discussion: A Limited Licence has an annual fee and must be renewed annually. , An initial practice review (within 5 years) is required at a cost of ~\$2000 to the member, costs covered by APEGBC thereafter) Suggestion to have DEGIFS Executive ask APEGBC Council to defer the January 1, 2009 expiry date of Limited Licence until the Terrain Stability Assessment skill set is approved by Council.

Motion: That the DEGIFS Executive ask APEGBC Council to extend the expiry date of the Limited Licence until the TSA skill set is in place. In Favour - 13; Against – 13 Chair Deciding vote: In favour (PASSED)

6.1.2. Ideas for theme of technical sessions in October 2009?

None

7. DISCUSSION TOPICS FROM THE FLOOR

None

**Motion to Adjourn (Julien Henley/ Gino Fournier)
Adjourn 5:45 p.m.**



AGM Attendees

Name	DEGIRS member (yes/ no)
Sharon Scott	Yes
Ron Arksey	Yes
Irena Weiland	Yes
Mike Noseworthy	Yes
Jack Whittles	Yes
Tom Millard	Yes
Ron Jordens	Yes
Dave Bergman	Yes
Wanda Miller	Yes
Patrick Unesevests	Yes
Paul Glen	Yes
Raymond Getzlaf	Yes
Rob Wilson	Yes
Richard Norman	Yes
Del Ferguson	Yes
Chris Davidson	Yes
Betsy Waddington	Yes
Polly Uunila	Yes
Sid Tsang	Yes
Derek Doyle	No
Maija Finvers	Yes
Denny Maynard	Yes
Don Dobson	Yes
Deepa Spaeth Filatow	Yes
Matt Sakals	Yes
Jordana Yuen-Jung	No
Matt Skinner	No
Dave Campbell	Yes
Jim Schwab	Yes
Dan Hogan	No
Mike Waberski	No
Tracey Raume	Yes
Howard DeBeck	Yes
Brain Chow	Yes
Tim Smith	Yes
Joe Kenny	Yes
Brent Case	Yes
Julien Henley	Yes
Bob Patrick	Yes
Don Powel	Yes
Peter Mitchell	No
Glynnis Horel	Yes
Patrick Martin	Yes
Bob Gerath	Yes
Doug VanDine	Yes
Drew Alway	No
Andrew Roth	No
Kevin Turner	Yes

