



# DEGIFS

Division of Engineers and Geoscientists in the Forest Sector

## MINUTES

### DEGIFS EXECUTIVE TELECONFERENCE

April 28<sup>th</sup>, 2003, at 7:55 – 10:30 a.m.

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#### Attendees:

Brian Chow	Kevin Turner
Eric McQuarrie (chair)	Peter Mitchell (until 10:00)
Calvin VanBuskirk	Mike Greig
Doug Nicol (minutes)	Heather Blyth

#### Executive Member(s) Absent:

Doug Dewar and Bill Grainger

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#### 1. ADOPTION OF AGENDA

- Agenda Adopted.

#### 2. PREVIOUS MEETING MINUTES

- March 12th meeting minutes – move to accept Kevin, seconded by Calvin. Minutes adopted.

#### 3. REVIEW OF ACTION ITEMS FROM PREVIOUS MEETINGS

**Kevin Turner and Bryan Brassington** - develop a plan to address issues with affiliates and particularly the students *carry forward*

**Peter Mitchell** – to advise Eric McQuarrie when a meeting between Van Schoffield and the various professional bodies has been arranged (Forests Professionals Council) *carry forward*

**Mike Greig:** communicate to JPB that they will be added to distribution list – Aspect/list serve) *done*

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**Kevin Turner:** Send re-newel notice to affiliates – could be free of charge for 2003. Check for lost affiliates from previous years (no automatic re-newel was forwarded to non-APEGBC members) *carry forward*

**Heather Blyth:** link a Forrex web page to our site - *done*

**Kevin Turner** – Complete critical dates calendar - *done*

**All Executive** – perform cursory review of MWLAP erosion CD and forward comments to Kevin - *drop*

**Kevin Turner**– roll up or simply forward review comments (on Erosion CD) to MWLAP *drop*

**Heather Blyth** – to summarize proposed changes to web site and forward to Executive for review and comment *carry forward*

**All Executive** – review definition of Engineering and Geoscience in proposed APEGBC act and forward comments to act rewrite committee *done*

**Eric McQuarrie** – redraft letter to Ron Davis with focus on DEGIFS offering assistance and input *done*

**Executive** – review WLAP developed standards and forward comments to Marc Gaboury *drop*

**Peter Mitchell** - to rewrite proposal for Professional Practice Guidelines to reflect new target dates *done*

**AGM committee** - to review with Doug Dewar ideas regarding AGM agenda (risk case studies, snow avalanches, TSFA Guidelines, and due diligence *done*

**Kevin Turner** draft policy for the selection of taskforces and committees and related compensation by AGM. *carry forward*

**Eric McQuarrie** - to write letter for Aspect explaining requirements of Bylaw 17 *done*

**Peter Mitchell** to draft letter to MoF regarding request to forward to APEGBC all cases whereby a district manager has determined that a P.Geo. or P.Eng. has erred *carry forward*.

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**Brian Chow** put together e-mail note to members - regarding call for nominations for the Forest Engineering Award *done*

**Doug Nicol** - revise/update mandate for Risk Task Force – perhaps have Tim Smith (chair) develop new terms of reference for approval by Executive *done*

**Brian Chow** - Look into purchase of Adobe Acrobat *done*

**4. CRITICAL DATES CALENDAR (Kevin Turner)**

Upcoming critical dates – nominating committee for new Executive members required – must consist of Past Chair and two Division Members. **Action : Kevin Turner** – organize Executive Nominating Committee.

**5. COMMITTEE REPORTS**

**5.1 APEGBC (Peter Mitchell)**

- MoF contribution for the completion of the TSA Professional Practices Guidelines submitted.
- Package released re: merger with technologists. Final decision will be made by council on June 5 (whether to go to government and request the merger).

**5.2 JPB (Mike Greig)** – all 7 articles will be updated using a generic front end introduction. Draft TSA guidelines will be forwarded to JPB by May 30<sup>th</sup>. **ACTION Eric McQuarrie** – send Mike Greig section 3 for review by JPB at May 5<sup>th</sup> JPB meeting

**5.2.1 PORTABLE BRIDGES**

To assist with bridge design guidance, the JPB broke down bridge design into the following components: Hydrology, foundation, approaches, superstructure, and construction. The JPB plans on providing guidance to enable individuals to assess their own competence with respect to the design of components. The current 12 m span may not be the benchmark. Brian has concerns with respect to the proposal by the JPB, specifically the lack of involvement by bridge engineers in the determination of components and skill set requirements. **ACTION Mike Greig** – raise DEGIFS concerns at May 5<sup>th</sup> JPB meeting. Advantageous to have one or two

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bridge engineers at JPB meeting to communicate issues and become involved with the guidelines.

**5.2.2 Co-ordinating Registered Professional**

JPB also exploring the concept of Co-ordinating Registered Professional to ensure appropriate process is followed and appropriate sign –off and responsibilities established.

**5.2.3 JPB revised terms of Reference**

Motion by Mike Greig to accept changes to the terms of reference (modified to make reference to general forest development). Seconded by Doug Nicol. No one against. Motion Passed.

**5.3 GUIDELINES (Calvin VanBuskirk)**

**5.3.1** Terrain Stability Assessment Practice Guidelines – Review committee to finalize draft by May 2<sup>nd</sup>, whole executive/internal review by May 12<sup>th</sup>, external review by end of May.

**5.4 RISK TASKFORCE**

The task force is comprised of Tim Smith, P.Geo., Don Dobson, P.Eng., Doug VanDine, P.Geo. P.Eng., Doug Nicol, P.Eng., Kevin Turner, P.Eng., Calvin VanBuskirk, P.Geo. P.Eng., Mike Wise, P.Eng., Al Chatterton, RPF, P.Geo., and Robert Gerath, P.Geo.

Doug Nicol proposed a motion to adopt amended Risk Task Force terms of reference (see below). Brian Chow seconded. None against. Motion Passed .

**This Risk Task Force will: -**

1. Provide a formal review on DEGIFS behalf of the Draft of the proposed “Case Studies of Landslide Risk Analysis in Resource Management” document to be developed by the MoF.
2. To work with the MoF to develop and deliver a workshop for DEGIFS members that presents the above review and ensures that DEGIFS members understand risk analysis and risk management in the context their work in the forest sector.
3. Provide input / suggestions to the Ministry of Forests for consideration for future regulatory changes.



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**5.5 AGM**

Agenda for AGM in draft form. Day 1 – Landslide Risk Case Studies, Day 2 – Avalanche Assessments, Professional Practice under the code, Fan Assessments and TSFA Guideline Committee Report. All the speakers for the Risk Case Studies have yet to be confirmed.

**5.6 WORKSHOPS (Doug Dewar, Kevin Turner)**

Innovative / Alternative Road Construction techniques and Costs workshop set for Vernon (May 22<sup>nd</sup>). Few sign-ups for Abbotsford (May 20<sup>th</sup>), so it may be cancelled. Brian concerned with lack of DEGIFS reference with respect to the workshops (was item 6.4 on Agenda). DEGIFS was not explicitly mentioned in promotional information in an attempt to attract more non-technical attendees.

**5.7 BURSURY**

There were six applicants for the bursary – undergraduates to PhDs. Brian Brassington, Mike Greig, and Brian Chow to review submissions and make recommendation at next DEGIFS meeting. **ACTION: Brian Chow and Mike Greig** – recommendation for next meeting

**5.8 TREASURER'S REPORT**

Bill Grainger not present – no report issued

**5.9 ASPECT**

Bruce not present so no update on Aspect.

Executive discussed purchasing a copy of MS Publisher. Cost about \$150.00 + tax. Brian Chow moved to allow the purchase of the software to a maximum of \$300.00 Kevin Turner seconded – all in favour. Motion moved.

Executive agreed to create archive of meeting minutes that is passed on with the secretary from year to year.

**6. NEW BUSINESS**

**6.1 APEGBC rep on MoF Forest Engineering Steering Committee**

Mike Wise or Glynis Horel suggested as a replacement for Doug VanDine.

**6.2 CEBC/DEGIFS mtg with MoF re: BCTS tendering**

Eric and Bill met with Ron Davis, John Stephen (BCTS) and incoming president of CEBC (Neil Cumming). Group discussed government (MoF) tendering practices and processes –

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with particular focus (or lack of ) on value engineering and Quality Based Award System (QBS). MoF agreed to support QBS CEBC will set up a liaison committee with MoF of which DEGIFS will be represented. **ACTION: Eric McQuarrie** – circulate minutes from meeting.

**6.3 DEGIFS Executive update - Aspect**

DEGIFS Executive update to be included in each issue of Aspect. **ACTION: Eric McQuarrie** to write the first update for next issue.

**6.4 FRPA Training (Peter Mitchell)**

There will be a separate training module for professional issues as part of the FRPA training package - accountability and professional reliance. Require two professionals for talking heads – an RPF and a P.Eng. To be filmed and recorded during the 2<sup>nd</sup> week of May. Either Doug VanDine or Don Dobson suggested.

**NEXT MEETING**

- June 2, 2003 at 7:50 a.m.

**Attachments:**

Summary of Action Items

*Minutes prepared by Doug Nicol*

**SUMMARY OF ACTION ITEMS**  
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The following action items were carried forward from previous meetings:

**Kevin Turner and Bryan Bassington** - develop a plan to address issues with affiliates and particularly the students

**Peter Mitchell** – to advise Eric McQuarrie when a meeting between Van Schoffield and the various professional bodies has been arranged (Forests Professionals Council)

**Kevin Turner:** Send re-newel notice to affiliates – could be free of charge for 2003. Check for lost affiliates from previous years (no automatic re-newel was forwarded to non-APEGBC members)

**Heather Blyth** – to summarize proposed changes to web site and forward to Executive for review and comment

**Kevin Turner** draft policy for the selection of taskforces and committees and related compensation by AGM.

**Peter Mitchell** to draft letter to MoF regarding request to forward to APEGBC all cases whereby a dm has determined that a P.Geo. or P.Eng. has erred .

The following action items were raised during the April 28<sup>th</sup> , 2003 meeting:

**Kevin Turner** – find two members to join nominating committee

**Eric McQuarrie** – send Mike Greig section 3 for review by JPB at May 5<sup>th</sup> JPB meeting

**Mike Greig** – raise DEGIFS concerns at May 5<sup>th</sup> JPB meeting re: Process to amend professional requirements re: Bridge Designs in the forest sector

**Brian Chow and Mike Greig** – recommendation for next meeting (Bursary)

**Eric McQuarrie** – circulate minutes from meeting with CEBC.

**Eric McQuarrie** to write the first update (executive) for next issue (Aspect).