

**Minutes**  
**DEGIFS Executive Meeting – Conference Call**  
**8:00 am, Friday April 7, 2006**

DEGIFS Executive:

*Mark Goldbach*

*Ron Jordens*

*Norman Deverney*

*Dave Wilford*

*Julien Henley*

*Heather Blyth*

APEGBC Peter Mitchell (9:00 to 11:25)

Aspect Rob Wilson to (8:00 to 11:30)

JPB Kevin Turner (9:50 to 11:15)

Regrets Doug Underhill Bruce Thompson

### **1.0 Adoption of agenda**

M/S Ron / Heather

### **2.0 Adoption of previous minutes (Norm)**

No minutes available. Will defer to next meeting.

Comment made for adjustments to February SPS minutes referencing Stipulated Order by number only.

### **3.0 Action Items from previous meetings**

**3.1** Draft communication protocol and flow chart – in progress

**CF** Heather Blyth

This is still on the JPB agenda. Kevin has completed the protocol writing from JPB side, it is intended that Brian Chow will be writing from DEGIFS.

**3.2** Sustainability Guideline

**CF** Mark Goldbach to continue with this effort.

Calvin VanBuskirk was to prepare a briefing note, but this has been delayed. This item has been carried forward numerous times, and is unlikely to be resolved in the next few months. It was agreed to remove this from Action Items for the time being. A new section, On Hold List, will be created in Minutes for items such as this to ensure they are not forgotten (see new Category at end of Minutes).

**3.3** Define Field of Practice for Forest Engineers.

**CF** Doug Underhill was absent. CF to next meeting.

**3.4** Affiliate Memberships. Update old form from the Executive binder and article to Aspect, including description of DEGIFS, membership benefits and how to participate.

**Action Item** Heather Blyth. It is proposed to place an article or ad in Forum and distribute renewal reminders with the Association Registration forms. Innovation also warrants an item, perhaps annually, scheduled to appear the month before annual dues are paid. There had been difficulties with collection and renewal of electronic mailing addresses for non - APEGBC affiliate members. Can we add DEGIFS memberships to ABCFP membership renewals? DEGIFS affiliate membership form ought to be on the web site.

**Action Item** Peter Mitchell to follow up on affiliate data base.

**3.5** Certificates of Recognition. Ron to review and report on costs for next meeting.

**CF** Ron Jordens

Ron estimated costs for frames at \$8, printing for \$3, and suggested we budget \$15 per framed certificate. With 4 executives retiring per year budget is \$60 per year. There is need for an additional allowance if we want to recognize past contributors.

**Action Item** Ron will check if the certificates were discussed at the AGM.

**Action Item** Peter Mitchell will ask if we can obtain frames from the Association.

6.1 APEGBC Professional Reliance Task Force Draft Report - executive members to submit comments to Mark Goldbach.

**Action Item** Mark Goldbach compiled and prepared a response from DEGIFS. Item is complete.

6.4 DEGIFS Bursary report.

**CF** Julien Henley

Bursary advertisement is written and ready to go. Submission date was adjusted.

**Action Item** Julien will compile executive comments and make a submission at the next AGM.

10.1 WCB Update (under Committee Reports)

10.2 Terrain Working Group Update (Heather)

Will provide a summary for minutes. Terrain data was being compiled, but numerous reports are not catalogued or organized for retrieval. The group is concerned that Deepa's position will not be replaced (she is on maternity leave). DEGIFS believes this is a significant position. Suggest letter from DEGIFS supporting this position. Dollar value of inventory is significant. Some are missing, incomplete, some cannot be well referenced. Dave Wilford discussed a parallel issue with long term funding and organization of hydrometric networks.

**Action Item:** Heather and Dave to work with Bruce and Deepa on preparing a letter.

**Action Item:** Rob Wilson offered to place an item in Aspect.

10.3 Mentoring of GIT's Gil Pichler is working on this. This item is an issue for non-DEGIFS members as well.

10.6 Done. Submitted

10.7 FPF Board Draft Improving usefulness of FSP's. Paper was issued, ABCFP has commented. Comments on original document were compiled and submitted.

10.8 SIR #14. Complete

10.9 Non-status Roads Report #23. No comments yet received.

**CF** Send comments to Mark by April 21, 2006. Mark to send Web Link to all executive members, to Rob for Aspect (one page summary), and for posting on Website (Ron). Comments to be sent to MoF (Minister), MoE, and others mentioned in the report.

#### 4.0 Critical Dates

4.1 Update on Critical Dates Calendar

Complete, sent to Peter Mitchell. Bursary dates will be amended. Binders are to be distributed.

#### 5.0 Committee Reports

5.1 APEGBC (Peter Mitchell)

?? WCB Meeting Update

(See Item 10.2 under New Business)

?? Professional Reliance Task Force Draft (Jan 16, 2006)

A meeting was held this week, attended by Peter and Tim Smith (APEGBC Vice President). They are presently working on definitions and guidance to practitioners and those who engage the services of Professionals. Focus of report will be adjusted to elicit funding from government to prepare guidelines replacing the FPC Guidebooks. A report is to be completed by the end of April.

## 5.2 JPB (Kevin Turner)

Report from JPB Meeting March 23, 2006.

1. Terrain Stability Task Force has met one time. Have decided that a guideline "When to do a TSFA" will be difficult to apply province wide.

There will be 2 documents. The first is what to consider when deciding if a terrain stability assessment is needed – a preliminary assessment. The second document may be joint guidelines based on APEGBC guidelines or may be a new one, yet to be resolved.

2. First draft of Guidelines on forest road planning, design, and construction is underway. This process is at the stage of collecting background information. An objective is to get all Resource Roads under a single Act.

3. Major culvert definition. (See Item 10.1 under New Business).

4. WCB Regulation. (See Item 10.2 under New Business).

5. Draft protocol has been approved internally, and will be distributed to DEGIFS executive. Kevin will pass this on to Brian Chow and DEGIFS Executive for our internal protocols.

6. Technical training package for AGM is well recognized by ABCFP, they requested information on the conference be distributed to ABCFP.

7. Kevin offered a message from the APEGBC Nominating Committee requesting names of prospective Council candidates.

8. There will be need for some new APEGBC members of the JPB this fall to replace Gino Fournier and Bob Patrick, who have stayed on for an additional period.

9. There was a call internally by JPB for a meeting on the WCB item. They have established criteria for calling special meetings. Kevin will send a summary.

## 5.3 Guidelines (Julien)

Nothing to report at this time.

## 5.4 DEGIFS Bursary – (Julien)

Award date to be added to the information, along with the payment date.

## 6.0 2005 AGM (Bruce/Dave)

Update of field trip and speakers planned.

## 7.0 Treasurer's report (Ron)

Balance is \$9,667.89. There is \$14,500 in GIC.

## 8.0 Aspect (Julie, Jen or Robert)

Rob: Aspect will be distributed this week. Julie will be away on maternity leave. The Winter Editorial Board meeting was helpful. Members are pleased with the streamlined draft review process (Heather). Next issue: early July.

## 9.0 Web Page (Ron)

More articles from the 2005 Conference have been posted. Some will not be posted as authors will not grant permission.

There has been some trouble with erasing old items from the Technical Development page.

## 10.0 New Business:

### 10.1 Changes to Major Culvert Definition.

JPB Meeting June 1 to amend this item. Comments are to be sent to Gino Fournier.

### 10.2 WCB Item (Peter Mitchell)

It was originally to be corrected by a Policy letter. Now, WCB has found they cannot issue a policy directive. As a short term response, it was suggested by WCB that APEGBC grant limited licenses to PGeos to act as Professional Engineers in this instance (Terrain Stability Field Assessments). Peter approached the Geoscience committee, who supported this, APEGBC is working on expedited registration process, waiver of fees, referral procedures, and review / adjudication panels. The timeline for implementation is very short. Peter will contact all PGeo members who must respond and register (target date for sending the notice is April 11).

Peter will refer the Draft scope of Practice to selected practitioners and DEGIFS executive for comment.

Changes to the WCB Regulation will remain as the long term solution.

**10.3 FRPA Implementation Team**, Comments were submitted to Peter Mitchell.

Feedback only (not attendance) was requested for a meeting to be held on April 12.

Concerns were raised about TSFA's, road issues, and utilization of Professionals.

APEGBC, through DEGIFS, strongly supports development of Practice Guidelines as we are presently doing. The setting of science based technical standards and regulation is the role of government. These are to be developed in conjunction with the professional associations and the scientific community.

**10.4 March 16 Item Forest Stewardship Training** Contact person from the executive.

Dave Wilford was named by DEGIFS Executive. He was previously involved in Forestry Continuing Studies Network. Course development was previously supported by government.

**10.5 Rob Wilson: DEGIFS Executive Review of Aspect.** It was suggested that a Draft be sent to only one person. If there are significant items, then it is can be distributed to the rest of the Executive.

**Action Item** Heather Blyth offered to undertake this task.

**11.0 Next Meeting**

Wednesday May 3, 8:30 AM

**12.0 Adjourn**

Meeting adjourned at 11:34 AM

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**On Hold List**

<b>Item</b>	<b>Task Holder(s)</b>	<b>Date Place on Hold List</b>
<b>Sustainability Guidelines</b>	Calvin VanBuskirk and Mark Goldbach	From April 2006 Meeting

## Summary of Action Items From Minutes

### 2.0 Minutes

**Action Item** Norm Deverney, distribute Minutes from the March meeting.

### 3.0 Action Items from previous meetings

**3.1** Draft communication protocol and flow chart – in progress

**CF** Heather Blyth

**3.3** Define Field of Practice for Forest Engineers.

**CF** Doug Underhill

**3.4** Affiliate Memberships.

**Action Item** Heather Blyth. Article or ad in Forum and Innovation, etc.

**Action Item** Peter Mitchell to follow up on affiliate data base.

**3.5** Certificates of Recognition.

**Action Item** Ron Jordens will check if the certificates were discussed at the AGM.

**Action Item** Peter Mitchell will ask if we can we obtain frames from the Association.

**10.2** Terrain Working Group

**Action Item:** Heather to provide a summary for the April DEGIFS Minutes

**Action Item:** Heather and Dave to work with Bruce and Deepa on preparing a letter.

**Action Item:** Rob Wilson offered to place an item in Aspect.

**10.9** Non-status Roads Report #23.

**CF** Comments to Mark by April 21. Mark to send Web Link to all executive members, to Rob for Aspect, and for posting on Website (Ron).

### 10.0 New Business

**10.5** DEGIFS Executive Review of Aspect

**Action Item:** Heather Blyth to undertake this task.