



MINUTES
DEGIFS EXECUTIVE MEETING
VICTORIA CONFERENCE CENTRE
October 23, 2002, at 7:55 p.m. – 10:00 p.m.

Attendees:

Brian Chow (chair)	Kevin Turner (minutes)	Doug Dewar
Eric McQuarrie	Peter Mitchell (until 9:30)	Don Dobson
Bryan Brassington	Julie Orban	

Absent:

Mike Grieg	Tim Stokes	Peter Weir
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1. APOLOGIES

- Brian Chow apologized for Peter Weir who has moved away from British Columbia.

2. ADOPTION OF AGENDA

- Peter Mitchell advised he would have to leave the meeting early to attend a Council meeting.
- **MOTION:** Brian Chow moved that the agenda be adopted, seconded by Doug Dewar. **Motion carried.**

3. PREVIOUS MEETING MINUTES

- February 13 - Doug Dewar will clarify a couple of items and finalize.
- June 12 - Minutes finalized. Brian Chow moved that the minutes be accepted, Don Dobson seconded. Motion carried.
- August 21 – Tim Stokes finalized these minutes. Kevin Turner noted a couple of minor edits required. Brian Chow moved to accept, seconded by Don Dobson. Motion accepted.
- **ACTION: Doug Dewar** – finalize Feb 13 meeting minutes and distribute.

4. REVIEW OF ACTION ITEMS FROM PREVIOUS MEETINGS

The following action items were carried forward from previous meetings:

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All Executive - next year's Executive should debate further the issue regarding AGM expenses and clarify intent prior to AGM – *Clarification of motion at Whistler AGM whether hotel and meals are included in the definition of expenses. Policy needed to define such issues. There is no need for assistance this year. Decision was to discuss this with the membership at AGM. Don Dobson noted he wants to discuss the issue of compensation.*

Don Dobson – re-construct 2001 DEGIFS report and forward to Kevin Turner to complete minutes – *see Section 7.1 below*

Eric McQuarrie – co-ordinate review of Terrain Mapping Practices Guidelines when complete by Irene Weiland – *ACTION: Kevin Turner noted he has received this document and will distribute. Any document that is produced by DEGIFS is essentially being produced by APEGBC so it will have to be reviewed by Council and legal counsel.*

Peter Mitchell – Roll-up review comments submitted on Agrologist Act and submit to BCIA – *Peter noted that BCIA have made revisions and the comments made by APEGBC will have to be reviewed. In progress.*

Kevin Turner – summarize minutes from previous meetings and forward to Tim Stokes to appear on web page – *in progress.*

Peter Weir – draft a letter to Tom Kohler to encourage them to create their own chapter, and alternatively, to join DEGIFS as Affiliate Members - *done*

Don Dobson – draft a letter to Friends of Forest Hydrology to invite them to attend the DEGIFS AGM – *not done, drop from action list*

Doug Dewar and Kevin Turner - draft a letter of introduction to professors at SFU, UBC and UNBC and invite student to the AGM - *not done, drop from action list*

Peter Weir, Peter Mitchell and Brian Chow. Draft a letter to JPB expressing support for the JPB to develop practice guidelines and seek available funding for same from Ministry of Forests. Draft due by June 7th, to be finalized by June 10th. – *done*

Peter Mitchell - Put forward Don Dobson's name to Council to represent APEGBC / DEGIFS on FMIBC Board - *done*

The following action items were raised during the August 21 meeting

Brian Chow & Doug Dewar - Draft letter to invite Ron Davis and John Mallett to AGM - *done*

Peter Weir - Draft motions for AGM to cover registration fees for Executive members for both future and retroactive for this year – *will be dealt with at AGM*

Don Dobson – draft a summary of the meeting with the MLA Panel for *Aspect* – *in progress*

Peter Weir – draft a summary of the meetings with Dr. Hoberg for *Aspect* – *in progress*

Don Dobson – provide update on getting more links with Forrex at next Executive meeting – *Don noted that Mike Greig is dealing with this – in progress*

All Executive - consider issue of compensating members for volunteer time at the next meeting – *see below*

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5. REVIEW OF 2001 AGM (RICHMOND) MINUTES (Don Dobson, Kevin Turner)

- Kevin Turner and Don Dobson have re-built last year's AGM report. JPB report received from Tim Smith and will be incorporated. AGM attendees are to be advised during the presentation that the original report was lost.

6. COMMITTEE REPORTS

6.1 AGM (Doug Dewar)

- a) Technical Program:
 - Terje Vold will be replacing Ralph Archibald as speaker.
 - Calvin VanBuskirk will not be attending
 - Speaker introduction arrangements were finalized
- b) Field Tour:
 - The field trip was very successful with over 30 participants
- c) AGM Report:
 - Brian Chow distributed a copy of the draft report, which was reviewed with Executive.

6.2 JPB (Mike Greig)

- Mike Greig absent – carried forward.

6.3 TSFA Guidelines (Eric McQuarrie)

- Eric noted that all the comments that were received were rolled up in for the AGM presentation. Most supported to move to proceed in spite of Bill Grainger's request to use this as a meeting to set objectives.

6.4 Bursary (Brian Chow)

- Brian Chow noted that the committee recommends to award the bursary to Chris Elden. This will be his second award in two years.
- **MOTION:** Award the bursary to Chris Elden. Seconded by Kevin Turner. Motion carried unanimously.

6.5 FMIBC (Don Dobson)

- Don Dobson advised the Executive that Jim McFarlane passed earlier today. Jim was a champion of FMIBC and had contributed much over the years.
- Status of FMIBC will be outlined at the AGM.
- **ACTION: Don Dobson** – Send a letter of condolence from DEGIFS to Jim McFarlane's family.

6.6 Workshops (Kevin Turner)

- Two sessions of the Innovative Construction Techniques workshop being considered for the spring. One in the Fraser valley (Mike Wise) and one in the Okanagan (Kevin Turner).
- Will issue a call for projects / topics at AGM.

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6.7 Aspect Newsletter (Brian Chow for Bruce Thomson)

- Brian Chow introduced Julie Orban who will assume the *Co-editor – Interior* position from Doug Dewar who is stepping down.
- Appeal made for interesting articles for next issue, which has a cut off date of November 22, 2002.

6.8 Treasurer's Report (Brian Chow for Tim Stokes)

- Tim Stokes absent but Brian Chow received some minor comments on the budget.
- Don Dobson indicated there should be budget allowed for training costs next year with the new Code being implemented. Additional costs for raising the standards of practice will also be needed.
- Don Dobson also indicated he would be pursuing a motion to available for compensation in special circumstances where members are putting in large amounts of special time.
- Proposed budget for presentation at AGM to be modified to reflect increased costs for training and development of terrain stability assessment practice guidelines to generate discussion.
- Kevin Turner indicated additional allowance needed for telephone conference costs.

6.9 JPB Nominating Committee (Kevin Turner, Brian Chow)

- Kevin Turner summarized JPB Nominating Committee's recommendations to Council. Steve Chatwin and Don Dobson were nominated.
- Time ran out for the recommendations to be vetted through the Executive, due to difficulty in getting a P.Geo. to accept the nomination. Kevin Turner suggested that next year the process be more formalized, so that the Executive can review the nominees prior to forwarding to Council.
- **MOTION:** It was moved by Kevin Turner to endorse the recommendations of the JPB Nominating Committee. Seconded by Eric McQuarrie. **Motion passed** – unanimously.

7.0 NEW BUSINESS / INITIATIVES

7.1 Re-construction of 2001 AGM Minutes (Don Dobson, Kevin Turner)

- This is largely complete. The JPB report from last year is missing. Don Dobson indicated he has received this and will forward it to Kevin Turner to complete the minutes.

7.2 Election of New Executive (Kevin Turner)

- Kevin Turner read the results of the 2002 / 2003 DEGIFS Executive Election.
- Calvin VanBuskirk, Bill Grainger, and Doug Nicol were the successful candidates.

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7.3 Appointment of Past Chair (Brian Chow)

- Peter Weir will not be able to assume the role of Past Chair since he has moved to New Zealand. Kevin Turner advised that the DEGIFS Terms of Reference specifies that the Executive appoints a member to fill any vacated position.
- **MOTION:** Brian Chow nominated Kevin Turner for Past Chair. This was seconded by Eric McQuarrie.
 - **Discussion:** Kevin Turner noted that it is the new Executive that should make this appointment, since Peter Weir would not be Past Chair until they assume their duties. At best, this Executive can make a recommendation to the next Executive, for them to consider.
 - **Motion Amended:** Brian Chow moved that the current Executive recommend the incoming Executive appoint Kevin Turner to the Past Chair position. This was seconded by Eric McQuarrie. **Motion carried** – no one opposed.

7.4 Report on Results Based Code Meetings (Peter Mitchell)

- Peter Mitchell along with other members of Council met with several officials of the Ministry of Forests, ABCPF, AScTTBC, senior Ministry of Forests Executive including Mike DeJong, the Minister, and Consulting Engineers of BC. Items discussed included an update on the content and timing of the Results Based Code, the APEGBC / AScTTBC merger, revisions to the Forester's Act, and procurement policies with respect to the hiring of professionals. **Summary of the discussion indicated to be confidential.**

8.0 NEXT MEETING

- New Executive to decide.

Attachments:

Summary of Action Items

Minutes prepared by Kevin Turner

SUMMARY OF ACTION ITEMS
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Kevin Turner – summarize minutes from previous meetings and forward to Tim Stokes to appear on web page – *in progress.*

Don Dobson – draft a summary of the meeting with the MLA Panel for *Aspect – in progress*

Peter Weir – draft a summary of the meetings with Dr. Hoberg for *Aspect – in progress*

Mike Greig – provide update on getting more links with Forrex at next Executive meeting – *in progress*

All Executive - consider issue of compensating members for volunteer time at the next meeting – *see below*

The following action items were raised during the October 23, 2002 meeting:

Doug Dewar – finalize Feb 13 meeting minutes and distribute.

Kevin Turner – circulate Terrain Mapping Practices Guideline to Executive.

Don Dobson – Send a letter of condolence from DEGIFS to Jim McFarlane’s family.

