

Minutes

DEGIFS Executive Meeting 6:00 pm, Wednesday October 11, 2006 Victoria Conference Centre

Attendance

DEGIFS Executive:

Mark Goldbach

Ron Jordens

Norman Deverney

Julien Henley

Doug Underhill

Dave Wilford

Irene Weiland (7:55)

Heather Blyth (7:55)

APEGBC No attendees

Aspect No attendees

JPB Kevin Turner

Regrets Ron Arksey, Tracey Rheume, Bruce Thompson, Peter Mitchell

1.0 Adoption of agenda

Agenda adopted as amended (M/S Julien / Ron)

2.0 Adoption of previous minutes

Minutes adopted (M/S Norm / Mark)

3.0 Introduction of New DEGIFS Executive

New executive member, Irene Weiland, joined the meeting at 7:55.

4.0 Action Items from previous meetings

3.1 Draft communication protocol and flow chart

CF Heather Blyth to provide a monthly progress update.

Kevin Turner and Brian Chow will be working on this item this weekend.

3.3 Define field of practice for Forest Engineers.

Action Item: Doug Underhill to distribute a draft definition.

CF to next meeting. The proposed definition is as follows:

“Forest Engineers have a degree in Engineering as well as in depth and formal education and training in Forestry. The field of practice for Forest Engineers involves all aspects of application of engineering principles in the forest sector where the practitioner has appropriate skills, training, and experience.”

Action Item: Doug Underhill to review the definition with Peter Mitchell and clarify with APEGBC Council if a definition is desirable and if one is needed.

10.9 Forest Practices Board Special Report #23

Action Item (CF) Mark Goldbach to compile executive comments.

Task complete. Mark compiled comments and submitted them to Peter Mitchell.

4.0 Critical Dates

A request was made to add an item to the Critical Dates Calendar, so that basic binders without annual updates will be scheduled for distribution at the AGM.

Action Item: Heather Blyth to add this task item to the Critical Dates Calendar. Item completed.

Motion M/S (Dave/Julien) DEGIFS Executive to initiate an effort to prepare the Executive Manual in digital format for distribution.

Action Item: DEGIFS Secretary to edit and update the digital document and remove surplus/dated material. This task is to be completed prior to the next AGM (October 2007).

5.0 Committee Reports

5.5 DEGIFS Bursary (Julien)

A letter has been sent out to the Bursary recipient.

Action Item: Julien Henley will submit the recipient's name to Peter Mitchell for inclusion on the Associate Members mailing list.

10.0 New business

10.1 Resource Road Policy Communication Matrix (Draft July 17, 2006) and Resource Roads Stakeholders Engagement Presentation July 2006.

Mark Goldbach advised the executive to review for discussion at the next executive meeting.

Discussion followed that this document was an early Draft that had been distributed prematurely. Review and comment is not needed until a formal draft has been prepared for distribution.

10.3 Input from all to Annual Report for DEGIFS AGM by end of September.

Task completed.

10.4 Forest Appeals Commission Report Decision Nos. 2003-FOR-005(b) and 2003-FOR-006(b)

Action Item, Norm Deverney to distribute this item to Executive members, and provide links for posting.

This item was discussed and it has been posted on the website.

On Hold List

Sustainability Guidelines: Calvin VanBuskirk and Mark Goldbach, from April 2006 meeting.

Motion M/S (Julien/Doug) This item will be dropped from the agenda as it has been on hold for almost one year. Sustainability is being addressed at a higher level within APEGBC, and DEGIFS can address it on request.

5.0 Critical Dates

5.1 Nominations for JPB – update

The names of Mike Wise, P.Eng., and Shelly Higman, P.Eng., P.Geo. have been put forward to council by DEGIFS. Kevin Turner has been elected to Council and will no longer be on the JPB. Greg Reid P.Eng., P.Geo. has been named to replace Kevin for one year.

6.0 Committee Reports

6.1 APEGBC (Peter Mitchell) No report.

6.2 Joint Practices Board (Kevin Turner)

The Joint Practices Board (JPB) met on September 11, 2006.

The JPB discussed “Terrain Stability Management Guidelines in the Forest Sector”. This document provides guidance to Foresters and other Professionals working in the Forest Sector. JPB has accepted this document in principle and will meet again on October 24, 2006 to address several points. This document is still in early stages. DEGIFS Executive and the ABCFP Professional Practice Committee will then have an opportunity to review and comment.

Gino Fourier and the Road Task Group are working on examining what guidance practitioners need and want to meet their obligations under the Resource Road Act. There has been discussion on the Crossings Guidelines regarding engineering input on coastal box culverts and on compaction issues for abutment fills.

6.3 Guidelines

The Crossing Guideline document was discussed. At present, there is no formal mechanism to examine the application of the Guidelines by practitioners.

Action Item Julien Henley. Julien to consider and advance possible mechanisms to undertake audits of the application of the Crossing Guidelines.

6.4 DEGIFS Bursary (Julien)

This item is complete, and is covered under Action Items from last meeting.

7.0 2006 AGM (Bruce/Dave)

Two people from the DEGIFS executive worked on the 2006 AGM, but APEGBC normally covers registration fees for only one person. A suggestion was made that this be brought up at the DEGIFS AGM as a budget item or to petition Council to extend the expenses allowance.

8.0 Treasurer's report (Ron)

Current account balance is \$7,286.92, plus \$14,500 in a GIC.

For next year's DEGIFS Treasurer, Ron has contact information for frames and certificates.

9.0 Aspect

No Aspect members were present.

DEGIFS Executive was notified that Jennifer Clarke is stepping down as Editor. The DEGIFS Membership will be asked for volunteers at tomorrow's AGM.

10. Web Page (Ron)

Membership application forms on the Website have been changed to reflect the new GST. The Affiliate Membership form was adjusted to the \$10 fee.

Action Item Norman Deverney to retrieve the form from the Announcements Page, convert to a PDF and return it to Ron for re-posting.

11.0 New business:

11.1 Response to Del Ferguson's letter to APEGBC Council

APEGBC Council will respond and will request input from the DEGIFS Executive. Discussion followed that DEGIFS Executive and Council worked diligently to meet the requirements of Worksafe and our membership in a timely and effective manner.

Action Item Mark Goldbach will draft a response to be forwarded to Council, and will request comments on the draft from the DEGIFS executive by October 23.

11.2 A request was made to post names of past winners of the Forest Engineering Awards of Excellence be placed onto the DEGIFS website.

The names of previous winners (and Bursary winners) are listed in the Critical Dates section of the Handbook.

No task was assigned, however this task would normally be completed by the Website Co-ordinator.

11.3 A request was made to compile previous DEGIFS Bursary applications / submissions post previous award winners names on the DEGIFS website.

This task was assigned to the Bursary Co-ordinator to retain and compile records of all submissions.

11.4 Resource Road Policy Communication Matrix (Draft July 17, 2006) and Resource Roads Stakeholders Engagement Presentation July 2006.

This items will be dropped until a formal document has been prepared.

11.5 Update: WCB regulation revisions / P.Geo Limited Licence

Peter Mitchell will provide an update at the AGM meeting.

11.6 Concept Reviews (Julien Henley)

There was discussion of Concept Reviews as applicable to structural designs of buildings. Forest bridges are structures, as are footings, foundations, and cribs. However, concept reviews are not always undertaken. Are they required?

Action Item Julien Henley to advance a request to APEGBC Council / staff to clarify the meaning of Concept Reviews in regard to forest bridge designs.

12.0 Next Meeting

Next executive meeting October 27 at 8:30 AM (teleconference).

November 17, 2006 was proposed as a meeting date. Agenda items are to include:

- Selection and discussion of executive positions,
- DEGIFS response to Del Ferguson's letter, and
- Strategic planning session topics.