



NEWSLETTER

Engineers and Geoscientists in the Resource Sector Division – November Executive Meeting

9:00am – 10:00am November 21, 2017

AGENDA

Call in numbers:

Toll free 1-855-392-2520

Participant 3929162

Expected Executives: RH, LD, CC, MF, EF, JE, KG, MC

Expected Guests: Peter Mitchell, Amit Plaha

Possible Executive(s):

Possible Guest(s): Victoria Stevens

Executive Regrets:

1.0 Adoption of AGENDA

Motion to adopt Lee; 2nd Melissa

2.0 Adoption of Previous Minutes

2.1 September

Motion to adopt Kim; 2nd Melissa

**AGM minutes and strategic planning session minutes to be given to Jaime – Lee

3.0 Monthly Reports/ Updates

(advise status of actions items from last meeting)

- **APEGBC Liaison Report (Practice related) – Peter Mitchell**
 - Draft should be ready for review shortly and sent out.
 - News release: will be a professional alliance audit to all employees/companies working in the resource sector. Consisted of 50 questions. Supporting documents totaled 9 binders. Final report in the spring. May be able to release questions to EGIRSD.
 - Guidelines up for review 2017: watershed assessment guideline plus numerous others. Have hired a Peng to help update previous guidelines. Crossing guidelines being updated with Lee's input. Every guideline updated once every 5 years.
 - March – respond to working on steep slopes guidelines JPB review and update plus do a training road trip
 - Ross: Members can help out with guideline reviews

- **APEGBC Liaison Report (Administration related) – Amit Plaha >**
 - Branding is available for posters, power points etc. and can request from Amit.
 - Lee – requested jpeg with and a new letterhead that does not say newsletter on the top.
 - Emailing policy – APEG needs 5 business days to send emails due to members freedom of information. Send info / request to Amit.
 - Terms of reference – being review by APEG and will be shared next week.
 - New members now have access to the wikisite Melissa will send info on how to log on.
 - Social media? Amit will provide answer shortly

- **Aspect / Webinar VS – Update**
 - Victoria not here – but aiming to transfer responsibility of webinars to Melissa
 - Amit will need webinar info one month prior to get info out to members
 - Melissa looking for presenters and interesting topics

- **Chair Report RH – Update**
 - AGM went well despite threat to dissolve division due to critical dates not met > updated critical dates sheet necessary; bursary announcement will be the first event. Members eager to help if we are having trouble meeting critical dates ex) aspect.
 - Nomination committee – Lee + 2 non exec EGIRSD volunteers

- **Treasurers Report RH, MC – Update**
 - Role to be transferred to MC shortly
 - Expenses need to be approved
- **Secretaries Report JE – Update**
 - Waiting for access to wiki site then can start loading in outstanding minutes
- **Website Update MF – Update**
 - New exec still not updated, need to discuss with Amit.
 - Need deadline for bursary from Kim and will add to wikisite.
 - Melissa – JK mentioned that website is buried within APEG site, this needs to be improved; minutes from last year are still outstanding will work with JE to get them up to date
- **Bursary Update EF, KG – Update**
 - Awarded but not confirmed by Amit; Kim will follow up
 - First critical date for bursary = Mid January, closing date is April 10th
- **AGM Coordinator MF, CC – Update**
 - Calls for presenters? – can we poll the membership regarding topic ideas.
 - Melissa – important to get email out soon to confirm presenters
 - Theme? – Wait to hear from APEG but more important to find quality presenters and not worry about a theme. Suggestion - the use of lidar and new imaging, use of technology etc. Also a possible webinar topic.
 - Possibility to move another division to Friday so that members can attend more talks

4.0 Exec Discussions / Open Floor Issues

- **Terms of Reference Discussion** – Finalize comments – Was this completed?
 - YES our portion is complete and is going through review by APEG
- **Critical Dates:**
 - ross will have this out this month but would like some input from everyone else with that is relevant to their role
- **Use of new branding**
 - Not supposed to use acronyms
- **Email Protocol**
 - Cannot get list of members due to privacy
- **Open Floor Issues**
 - sister division with ABCFP?



- Social media – probably not FB but possibly linked in (Melissa)

ACTION ITEMS:

- Melissa – wiki site info
- Ross – Transfer treasure roll
- Templates to Melissa
- Ross – Send out critical dates and terms of reference
- Melissa – Put pressure on Amit re social media presence
- Jaime with help from Melissa – get all outstanding meeting minutes loaded onto wikisite

5.0 Administration

- **Next meetings: Recurring date? , Send out doodle?**
 - Doodle poll

6.0 Adjourn

Move to adjourn Kim; 2nd Melissa