

**Minutes of a Meeting of the  
COUNCIL of the  
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC  
September 25, 2008 – Sheraton Guildford Hotel, Surrey, BC**

---

Present:	Jim Blake, MBA, CA Martin Dunsmuir, ASCT Nancy Fowler, ASCT Darrin Heisler, ASCT Prakash Joshi, ASCT, EngL Bill MacPherson, ASCT	John Meldrum, ASCT, RSD John Murphy Dave Rutherford, ASCT, BCLS, CLS Keith Switzer, ASCT Keith Trulson, ASCT, EngL
Staff:	Cindy Aitken John Shortreid, ASCT, CLS	Manager, Events Associate Registrar
Absent:	John Leech, ASCT, CAE Dave Boswell, ASCT, RBD Doug Carter, CTech John McNeill, CTech, CHRP	Executive Director & Registrar Janet Scott, ASCT Graham Wickham, ASCT

President Darrin Heisler called the meeting to order at 6:45 pm.

1. **Approval of Agenda**

The Agenda was approved as presented.

2. **Approval of Minutes**

The Minutes of May 22, 2008 were presented for approval.

**08-46:** *That the Minutes of Council of May 22, 2008 be approved as presented.*

M/S/C

The Council Minutes will be posted on the ASTTBC Website.

3. **ACTION AGENDA**

**GOAL #1 – PROFESSIONAL LEGISLATION & REGULATION**

**3.1.1 Regulation 4.7 – Practice Review Board and Discipline Committee**

Council received for information a Report on Proposed Regulation Changes for Section 4.7 and a copy of Regulation 4.7 - 2008 Proposed Revisions. Associate Registrar John Shortreid gave a brief overview of the proposed Regulation changes.

**08-47:** *That the revised Regulation change for Section 4.7 – Practice Review Board and Discipline Committee be approved.*

M/S/C

### **GOAL #3 – PROFESSIONAL STANDARDS**

#### **3.3.1 BCIPi Standards of Inspection**

Council received for information a Report on Approval of Proposed British Columbia Institute of Property Inspectors (BCIPi) Standards of Inspection and a copy of the BCIPi Standards of Inspection.

**08-48:** *That the proposed revised BCIPi Standards of Inspection be approved.*

M/S/C

#### **3.3.1(a) Recommended Change to BCIPi/PRB Proposed Standards of Inspection**

Council received for information a Report on Recommended Change to BCIPi/PRB Proposed Standards of Inspection (SOI) for Approval by Council. Associate Registrar noted that there was some opposition expressed from BCIPi Members, as to the contents and completeness of the SOI and the PRB decision that the current need for a revision to this document outweighed the expressed concerns. One main point of opposition was item #15 of Part 1 and discussions to address this concern led to the proposed change. This change has general acceptance by those who were originally opposed to the document.

**08-49:** *That the recommended change to the proposed and revised BCIPi Standards of Inspection be approved.*

M/S/C

### **GOAL #8 – GOVERNANCE AND MANAGEMENT**

#### **3.8.1 Financial Report – August 2008**

Council received for information a Report on the August 2008 Financial Statement.

**08-50:** *That the August 2008 Statement of Revenue and Expenses be received for information.*

M/S/C

#### **3.8.2 Budget 2008 Revised**

Council received for information a Report (separate cover) on the Budget 2008 REVISED.

**08-51:** *That the 2008 Budget REVISED be received for information.*

M/S/C

#### **3.8.3 Work Plan 2009**

Council received for information a Report (separate cover) on the Work Plan 2009.

**08-52:** *That the Work Plan 2009 be approved as direction for the Executive Director in the allocation of resources for fiscal 2009.*

M/S/C

3.8.4 Dues, Fees and Budget 2009

Council received for information a Report (separate cover) on 2009 Annual Dues, Fees and Budget. The Executive Director was requested to provide an explanation to Council for the increase in Dues and Fees in 2009.

**08-53:**

1) *That the 2009 Annual Dues and Fees be approved.*

2) *That the 2009 Budget be approved as a guide for the Executive Director in the management of the business of the association. The Executive Director may adjust the Budget during the course of the year to meet changed circumstances and priorities.*

M/S/C

3.8.5 AGM 2009 and 2010

Council received for information a Report on the Date of the ASTTBC Annual General Meeting 2009 and 2010.

**08-54:**

*That the 2009 Annual General Meeting of ASTTBC be convened Friday, May 22, 2009 at a location in Greater Vancouver to be determined by the Executive Director and Registrar.*

*That the 2010 Annual General Meeting of ASTTBC be convened Friday, May 28, 2010 at a location in Greater Vancouver to be determined by the Executive Director and Registrar.*

M/S/C

3.8.6 Council Meeting Schedule 2009

Council received for information a Report on the Council Meeting Schedule 2009. Council was in general agreement that 4 meetings a year are needed. Council requested that the President review with the Executive Director an additional meeting in 2009 as well as 2008 and suggested Thursday, December 4, 2008.

**08-55:**

*That the President review with the Executive Director an additional meeting in 2008 and 2009 for a total of 4 Council Meetings per year.*

M/S/C

3.8.7 ASTTBC Awards

Council received for information a Report on ASTTBC Awards to be presented on October 25<sup>th</sup> at the Awards & Recognition Celebration.

**08-56:**

*That the following ASTTBC Awards be approved*

*Luke McDonald, AScT  
Edgardo Tapia, AScT  
Trevor Hutton, AScT  
Mike Lambert, CTech  
Corinne Dalgas, AScT  
Dayton & Knight Ltd.  
Stephen Ibaraki*

*Professional Achievement  
Professional Achievement  
Professional Achievement  
Professional Achievement  
Professional Leadership Award for Women in Tech  
Employer Award for Women as Tech Professionals  
Advanced Technology*

John Reynolds  
MJ Whitemarsh  
Richard Mayer, ASCT

Honorary Membership  
Honorary Membership  
R. Littledale Memorial

M/S/C

### 3.8.8 ASTTBC Nominating Committee for 2009 – 2010 Council

Council received for information a Report on the Appointment of Nominating Committee.

**08-57:** *That Past President Keith Switzer, ASCT (Chair), Tim Murphy, ASCT, MBA, Bob Colclough, ASCT, Marsh Heinekey, ASCT and Dan Mooney, ASCT be appointed to the Nominating Committee to carry our responsibilities assigned to the Committee in the ASTT Regulations, including preparing a slate of Officers and Directors for ASTTBC Council 2009 – 2010.*

M/S/C

### 3.8.9 CCTT Review and Policies

Council received for information a Report on the CCTT Review of Role; ASTTBC Membership & Representation.

**08-58:** *That the review of CCTT's role, decision-making authority, and organization be fully endorsed and appropriately funded by ASTTBC.*

*That the ASTTBC President appoint a task force from within ASTTBC to establish the terms of ASTTBC's appointment as CCTT Director, the role of this representative, the Term of Office for this position and any other matter related to the appointment by ASTTBC of a representative to serve on the CCTT Board of Directors.*

*That the ASTTBC President or his or her designate serve as ASTTBC's representative at the Annual Meeting of Members of CCTT.*

M/S/C

### 3.8.10 Appointment of Registrar

Council received for information a Report on the Registrar Appointment – John Shortreid, ASCT, CLS. John Shortreid left the room during the discussion.

**08-59:** *That, effective January 1, 2009, John Shortreid, ASCT, CLS be appointed, and assume the responsibilities of Registrar pursuant to Section 6.1 of the ASTT Act. Employment arrangements will be determined by the Executive Director, with appeal to Council in the instance that the Executive Director and Registrar cannot reach agreement or if matters arise that require the attention of Council. FURTHER, that the Registrar be authorized to delegate any or all of the responsibilities of the Registrar as defined in the ASTT Act and Regulations. The Registrar will advise Council in a timely manner on any and all delegated responsibilities.*

M/S/C

### 3.8.11 CCTT Volunteer of the Year, 2008 – Geoff Sale, ASCT

Council received for information (in Addendum) a Report on the Nomination of Geoff Sale, ASCT for the CCTT Volunteer of the Year Award.

**08-60:** *That Council approve the nomination of Geoff Sale, ASCT for the CCTT 2008 Volunteer of the Year Award.*

M/S/C

3.8.12 ASTTBC Representation on BPAC – John Schlosser, ASCT

Council received for information (in Addendum) a Report from John Schlosser, ASCT advising that his current appointment on BPAC ends July 12, 2009 and he will not be renewing his term.

**08-61:** *That the Executive Director find a replacement to serve on the Building Policy Advisory Committee (BPAC) by the end of John Schlosser's term on July 12, 2009.*

M/S/C

3.8.13 Council Travel to other Association AGMs, etc.

Council received for information (in Addendum) a Report on ASTTBC Council Participation in Meetings and Travel - Discussion Points dated September 25, 2008. President Heisler gave an overview of his trip to China noting that he will be representing ASTTBC. President Heisler left the room during the discussion.

**08-62:** *That ASTTBC Council support attendance by the President and that, in consideration of OACETT's approach, that ASTTBC agree to cover the full cost of travel.*

M/S/C

**08-63:** *That the Executive Director develop a Policy for Council attendance at other Association & Organization Meetings and travel in general. Further, that Council accept in principle the ASTTBC Council participation in Meetings and Travel discussion points of September 25<sup>th</sup>.*

M/S/C

3.8.14 AIBC Certifying Building Designers

Council received for information (in Workshop Agenda) a Discussion Paper on AIBC Certifying Building Designers, correspondence from AIBC dated August 6, 2008 and correspondence from ASTTBC to our Building Design Members.

**08-64:** *That ASTTBC Council renew its call for the BC Government to intervene in the matter of the Professional Regulation of Building Designers.*

M/S/C

3.8.15 ED Performance Review, 2008 Salary and Agreement Changes

Council participated in a discussion during the In-Camera Workshop held earlier. Council will meet with the Executive Director at a later date.

**08-65:** *That the recommendations of the EDCC for compensation adjustments and payments to the Executive Director of ASTTBC based on performance in the prior fiscal year be accepted and implemented immediately.*

M/S/C

4. **INFORMATION AGENDA**

5. **Reports**

5.1 President's Report

Council received for information the President's Report to Council dated May 22, 2008 – September 3, 2008. President Darrin Heisler gave a verbal report on the meetings he has attended and the activities in which he has been involved over the last few months.

**08-66:** *That the President's Report be received for information.*

M/S/C

5.2 Executive Director's Report

Council received for information the Executive Director's Report (#56) covering the period from June 1<sup>st</sup> – September 15, 2008.

The Executive Director's Report will be posted on the ASTTBC Website.

**08-67:** *That the Executive Director's Report (#56) dated September 25, 2008 be received for information.*

M/S/C

5.3 Registrar's Report

Council received for information the Registrar's Report dated September 25, 2008 including PRB Investigation & Discipline Summary.

The Registrar's Report will be posted on the ASTTBC Website.

**08-68:** *That the Registrar's Report dated September 25, 2008 be received for information.*

M/S/C

5.4 CCTT

5.4.1 CCTT Director's Report

Council received for information a CCTT Director's Report. CCTT Representative Martin Dunsmuir highlighted items of interest.

**08-69:** *That the CCTT Representative's Report dated September 25, 2008 be received for information.*

M/S/C

5.5 Governance

5.5.1 Council Evaluation Form – May 22, 2008

Council received for information the Council Evaluation results from the May 22, 2008 meeting. Generally good comments on the meeting.

6. **Other Business**

No other Business

7. **Date of next Meeting:**

The next ADDED **Council Meeting** is scheduled for **December 4<sup>th</sup>, 2008** at 2:00 pm at the Sheraton Guildford Hotel (Green Timbers Room – 2nd Floor).

SAVE THE DATE... the ASTTBC *Awards & Recognition Celebration* is scheduled for Saturday, October 25<sup>th</sup> at the Westin Bayshore Vancouver. You and your spouse/guest are invited as our guest. *Help us celebrate 50 Years of making a difference!*

8. **Adjournment**

**08-70:**        *That the meeting adjourn at 9:00 pm*

M/S/C

---

Darrin Heisler, ASCT  
President

---

Bill MacPherson, ASCT  
Secretary-Treasurer