

**Minutes of a Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC
February 19, 2009 – Sheraton Guildford Hotel, Surrey, BC**

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

Vice President Doug Carter called the meeting to order at 6:50 pm.

1. **Approval of Agenda**

The Agenda was approved as presented.

2. **Approval of Minutes**

The Minutes of September 25, 2008 were presented for approval.

09-01: *That the Minutes of Council of September 25, 2008 be approved as presented.*
M/S/C

The Minutes of December 4, 2008 were presented for approval.

09-02: *That the Minutes of Council of December 4, 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 Council Liability and ASTT Act

Council received for information a Report on Council Liability and ASTT Act. Executive Director John Leech reported on a proposal to Government to amend our Act to include a statement that provides statutory protection against litigation for both the Association and Council.

09-03: *That the BC Government be requested to amend the ASTT Act to include a statement providing statutory protection against litigation for the association and the members of Council. The statement could read, “An action does not lie against the council or any member of the association for any proceedings taken or enforced or attempted in good faith under a bylaw or regulation of the association or for anything done in good faith under this act.”*

M/S/C

GOAL #2 – RIGHTS TO PRACTICE

3.2.1 House Inspection Licensing

Council received for information a Report on House Inspection Licensing.

09-04: *That the BC Government and more specifically Minister John van Dongen be congratulated for requiring a license for persons offering house inspection services and in this way enhancing consumer confidence. ASTTBC advises Government of its ongoing commitment to working with Government and the BPCPA to the extent needed to ensure a legislative framework that meets the highest standards for professional licensing and regulation.*

That ASTTBC convey to the BC Government and the BPCPA the need for further enhancements to improve upon the licensing model, namely: (a) the need for one uniform standard for professional certification and licensing; (b) the need for one standard for professional regulation including handling of formal complaints and errors and omissions; (c) the need to ensure a well informed consumer who is not confused by the regulatory framework and the services provided by the various stakeholders; and (d) the need to ensure that all stakeholders cooperate and collaborate in the furtherance of the highest possible standards in house inspection services and regulation.

That ASTTBC commits to:

- a) further enhancing the professional regulation of ASTTBC-registered house inspectors in areas such as mandatory reporting of CPD, professional assessments and best practices as it pertains to offering house inspections;*
- b) further developing, in concert with post-secondary institutions and other organizations, house inspection training and updating and retaining opportunities throughout BC;*
- c) working in concert with BCIPi to ensure that consumers see ASTTBC-registered house inspectors as the ‘inspector of choice’*

- d) *collaborating with CAHPI(BC), NACHI, Real Estate Council of BC, other professional associations, educational institutions and other interested parties to ensure the best overall services possible to the BC consumer.*

M/S/C

3.2.1(a) Property/House Inspection Certification Policy Training Equivalencies for Government Licensing

Council received for information (*in Addendum*) a Report on Property/House Inspection Certification Policy Training Equivalencies for Government Licensing.

09-05: *“In lieu of the formalized academic training identified in the Property/House Inspection Certification Policy, applicants with a minimum of two years experience (including evidence of 150 inspections completed during the experiential period), where a significant part of the practitioner’s practice has been the provision of house inspection services, be interpreted by the Board of Examiners as satisfying the prescribed policy training requirements. These applicants would still be required to successfully complete the two Inspection Assessments, as per current policy for Inspectors-in-Training (IIT). Any mentoring requirements will also be waived for these experienced applicants. All current IIT members, who satisfy this experiential requirement, will also be subject to the terms of this policy. Since this policy is enacted to address the immediate challenge of addressing a Government Regulation governing House Inspection Licensing, this policy will only be in affect until June 30, 2009.”*

M/S/C

3.2.1(b) Correspondence from Solicitor General John van Dongan and Minister Advanced Education Murray Coell regarding provincial licensing of Home Inspectors

Council received for information (*in Addendum*) a copy of correspondence to Executive Director John Leech from Solicitor General John van Dongen and Minister of Advanced Education & Labour Market Murray Coell.

3.2.2 APEGBC Response to ASTTBC Guides to Professional Practice

Council received for information a Report on APEGBC Response to ASTTBC Guide to Professional Practice and copies of correspondence to President Darrin Heisler from APEGBC President Dr. Margaret Li, PEng dated October 23, 2008 and January 13, 2009. Council also received a copy of the APEGBC Revisions to the ASTTBC Guide to Professional Practice (Fire).

09-06: *That*

- a)
- b)
- c)

M/S/C

GOAL #3 – PROFESSIONAL STANDARDS & REGULATION

3.3.1 RTMgr Policy

Council received for information a Report on the Registered Technology Manager Certification Policy and a copy of the Certification Program Policy.

09-07: *That the Council approves the Registered Technology Manager Certification Policy and Appendices dated February 19, 2009 for registration and certification of new and existing members in the category of Registered Technology Manager (RTMgr). FURTHER, that the Motion be amended to include - subject to review by legal council and signed off by the Registrar.*

M/S/C

3.3.2 2009 Building Design Certification Policy

Council received for information a Report on the 2009 Building Design Certification Policy and a copy of Appendix A of the Certification Policy. Registrar John Shortreid reported that this was a house keeping matter.

09-08: *That the addition of BLDC 1500 to the Building Design Certification Policy, Appendix 'A' be approved.*

M/S/C

3.3.3 2009 Fire Protection Certification Policy Revision

Council received for information a Report on the 2009 Fire Protection Certification Policy Revision and a copy of the Certification Policy. Registrar John Shortreid noted that was a house keeping matter.

09-09: *That the 2009 Fire Protection Certification Policy amendments be approved.*

M/S/C

3.3.4 Onsite Wastewater Registration Program Policy

Council received for information a Report on onsite Wastewater Registration Program Policy and a copy of the Registration Program Policy.

09-10: *That the Onsite Wastewater Registration Program Policy amendments allowing for an increased experience credit to be gained through a BCOSSA/WOWTC practical hands-on experience session be approved.*

M/S/C

3.3.5 Professional Regulation Enhancement Program 2012 (PREP 2012)

Council received for information a Report on Professional Regulation Enhancement Program 2012 (PREP 2012) and a copy of the (PREP 2012) – Draft 3.0 – Proposal for Discussion, February 19, 2009.

09-11: *That the Professional Regulation Enhancement Program 2012 be received for information and comment by Council. FURTHER, that the Registrar is requested to seek input from ASTTBC Boards, Committees and Institutes as appropriate and report to Council at the September 2009 meeting or at other times as needed to move forward with specific elements of this initiative.*

M/S/C

3.3.6 Current economic hardships for Provisional House Inspectors to meet the current time lines for recertification

Council received for information a Report on Current economic hardships for Provisional House Inspectors to meet the current time lines for recertification.

09-12: *That the current Provisional Certified House Inspector members be granted an extension to the current policy time frames for reclassification. The first of three successful Inspection Assessments are required by March 31, 2009, the second by September 30, 2009 and final by March 31, 2010.*

M/S/C

3.3.7 Definition of Competencies required for coverage under the ASTTBC Liability Insurance Plan

Council received for information a Report on Definition of Competencies required for coverage under the ASTTBC Liability Insurance Plan.

09-13: *That Members who seek coverage under the ASTTBC Liability Insurance Plan who are offering, directly to the public, services normal to a technical specialist discipline, in which ASTTBC certifies and registers, must be certified in the appropriate discipline by ASTTBC before such coverage is granted.*

(1 Opposed) M/S/C

3.3.8 FMRB Transfer from ASTTBC to ABCFP

Council received for information (in Addendum) a Report on the FMRB Transfer from ASTTBC to ABCFP.

09-14: *That the Motion be amended as follows:
That the transfer of FMRB from ASTTBC to ABCFP be concluded and that ASTTBC wind down certification in Forest Measurements effective April 30, 2009, subject to final approval by the Registrar. FURTHER, that certification will be canceled effective April 30, 2009 for those Timber Cruisers registered with ASTTBC who choose not to transfer their certification from ASTTBC to ABCFP. FINALLY, the Registrar is authorized to transfer to ABCFP all ASTTBC individual members files, as supported by permission of the member, as well as management files, policies, procedures and relevant collateral.*

M/S/C

GOAL #5 – MEMBER SERVICES

3.5.1 20 X 2012 – Future Success Through Innovation Today

Council received for information a Report on 20 x 2012 – Future Success Through Innovation Today and a copy of ASTTBC Responds to the Global Crisis dated February 6, 2009.

09-15: *That the 20 x 2012 – Future Success Through Innovation Today be endorsed in principle and that the Executive Director implement strategies and programs to enhance support and services to ASTTBC Members and employers to address immediate needs and provide services well into the future.*

M/S/C

GOAL #8 – GOVERNANCE AND MANAGEMENT

3.8.1 ASTTBC Registrations’ Board Appointments

Council received for information a Report on ASTTBC Registrations’ Board Appointments and a list of the Board Appointments.

09-16: *That the 2009/2010 Board lists be approved.*

M/S/C

3.8.2 New ASTTBC Award – TOP IN TECHNOLOGY

Council received for information a Report on the New ASTTBC Award – TOP IN TECHNOLOGY and a list of Criteria.

09-17: *That the criteria for the new TOP IN TECHNOLOGY Award be approved and that the first awards be granted at the 2009 AGM..*

M/S/C

3.8.3 ASTTBC Awards

Council received for information a Report on ASTTBC Awards and a list of Award Nominations.

09-18: *That the following Certificates of Appreciation and Service Awards be approved with the addition of John McNeill:*

<i>Janet Scott, AScT</i>	<i>Service Award</i>
<i>Nancy Fowler, AScT</i>	<i>Service Award</i>
<i>Frank Hay, ROWP</i>	<i>Service Award</i>
<i>John McNeill, CTech, CHRP</i>	<i>Service Award</i>
<i>Dennis Chapman</i>	<i>Cert. of Appreciation</i>
<i>Sean Wiens, CHI(P)</i>	<i>Cert. of Appreciation</i>

M/S/C

3.8.4 Janet Scott ASct Resignation from Council

Council received for information a Report on Janet Scott Resignation for Council .

09-19: *That Janet Scott’s resignation from Council be acknowledged and that Council extends its appreciation to Janet for her service to the Association. FURTHER, that the vacant position not be filled at this time.*

M/S/C

3.8.5 Council and Volunteer Development and Travel

Council received for information a Report on Council and Volunteer Development, Attendance at Meetings and Travel and a copy of the Policy – February 6, 2009 (Draft #3).

09-20: *That the proposed policy on Volunteer Leader Development and attendance at Meetings and Travel, Draft #3, February 6, 2009 be approved for full implementation in fiscal 2010.*

M/S/C

3.8.6 Executive Director Review and Compensation

This item was discussed earlier, prior to the Council Workshop and Council Meeting.

09-21: *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 (2008) be accepted and implemented immediately.*

M/S/C

3.8.7 Institute Operating Guidelines

Council received for information (*in Addendum*) a Report on Institute Operating Guidelines.

09-22: *That the Executive Director prepare new Operating Guidelines for Institutes and submit same to Council by December 2009.*

That the Institutes, when serving in the role of ‘advocate’ and ‘managing issues’ for Members, will at all times work under the direction of the Executive Director or designate and will only engage with external parties with the full support and approval of the Executive Director.

M/S/C

3.8.8 CCTT Review – Association Management

This item was addresses at the Council Workshop held earlier.

09-23: *That ASTTBC Council indicate its support for the next phase of the CCTT Review, including proportionate expense to ASTTBC.*

M/S/C

4. **INFORMATION AGENDA**

GOAL #2 – RIGHTS TO PRACTICE

4.2.1 Landfill Gas Management Regulation

Council received for information a Report on Landfill Gas Management Regulation and a copy of the Regulation.

09-24: *That Council receive for information the Landfill Gas Management Regulation in which ASTTBC Members are included as ‘Qualified Professionals’ and ask the Executive Director to communicate this information to Members and other interested stakeholders.*

M/S/C

GOAL #8 – GOVERNANCE AND MANAGEMENT

4.8.1 Dues Increases 2004 to 2009

Council received for information a Report on Dues Increases 2004 – 2009 and two Fee Schedules.

09-25: *That the Summary Report on dues increases be received for information.*

M/S/C

4.8.2 Financial Report – November 2008

Council received for information a Report on the November 2008 Financial Statement and a copy of the Statement of Revenue and Expenses and a Graph.

09-26: *That the November 2008 Statement of Revenue and Expenses be received for information.*

M/S/C

4.8.3 Work Plan 2008 - Report

Council received for information a Report on the 2008 Work Plan and a copy of the Work Plan 2008 dated February 19, 2009.

09-27: *That the Report on 2008 Work Plan be received for information.*

M/S/C

4.8.4 China Trip 2008

Council received for information a Report on the Trip to China re: Technology Education and Careers and a copy of a Summary of China Delegation prepared by David Tsang, ASCT, Leader.

09-28: *That the Summary Report on the China Trip, November 2008, be received for information.*

M/S/C

5. **Reports**

5.1 President's Report

Council received for information the President's Report to Council dated October 2008 – January 30, 2009. The President's Report included meetings he has attended and the activities in which he has been involved over the last few months.

09-29: *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 (#57) covering the period from September 16, 2008 – January 17, 2009.

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

09-30: *That the Executive Director's Report (#57) dated February 19, 2009 be received for information.*

M/S/C

5.3 Registrar's Report

Council received for information the Registrar's Report dated February 19, 2009 including PRB Investigation & Discipline Summary, Membership Statistics and some Membership Graphs.

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

09-31: *That the Registrar's Report dated February 19, 2009 be received for information.*

M/S/C

5.4 CCTT

5.4.1 CCTT Director's Report

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

09-32: *That the CCTT Director's Report dated February 19, 2009 be received for information.*

M/S/C

5.5 Governance

5.5.1 Council Evaluation Forms – September & December

Council received for information the Council Evaluation results from the September 25, 2008 and December 4, 2008 meetings. Generally good comments on the meeting.

6. **Other Business**

No other Business

7. **Date of next Meeting:**

The next **Council Meeting** is scheduled for **May 21, 2009** at 3:00 pm at the new Delta Burnaby Hotel & Convention Centre – 4331 Dominion St., Burnaby.

8. **Adjournment**

09-33: *That the meeting adjourn at 9:00 pm*

M/S/C

Darrin Heisler, ASCT
President

Bill MacPherson, ASCT
Secretary-Treasurer