

**Minutes of a Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC
January 27th, 2005 - Sheraton Guildford Hotel, Surrey, B.C.**

Present: Doug Carter, CTech
Hugh Dobbie, ASCT, RSD, MBA
Martin Dunsmuir, ASCT
Nancy Fowler, ASCT
Darrin Heisler, ASCT
Bill Howe, ASCT
Prakash Joshi, ASCT

Ken Lee, ASCT
Peter Link, CTech CRA CPI
Lloyd Lucas, ASCT, CPI
Tim Murphy, ASCT, MBA
Dave Rutherford, ASCT, BCLS, CLS
Bruce Stevens, ASCT
Keith Switzer, ASCT

Absent: Susan Discusso, CTech
Costa Vlachias, ASCT, RFPT

Staff: Cindy Aitken, Assistant to Executive Director (*Minutes*)
John Leech, ASCT, CAE, Executive Director & Registrar

COUNCIL MEETING

President Tim Murphy called the meeting to order at 7:00 pm.

1. Approval of Agenda

The Agenda was approved as presented with the addition of 3.3.6 *Timber Cruisers Certification Board (TCCB) Change to Forest Measurements Registration Board (FMRB)*.

2. Approval of Minutes of November 27, 2004

The Council Minutes of November 27, 2004 were approved as presented. The Council Minutes will be posted on the ASTTBC Web Site.

05-01 *That the Minutes of Council of November 27, 2004 be approved as presented.*

M/S/C

3. ACTION AGENDA

GOAL #3 – PROFESSIONAL STANDARDS

3.3.1 Board of Examiners Policy 2005/2006

Council received for information a Report on 2005/2006 Board of Examiners' Policy. The Policy Manual was available at the meeting for Council's perusal.

05-02 *That the revised 2005/2006 ASTTBC Board of Examiners' Policy be approved for immediate implementation.*

M/S/C

3.3.2 *Special Certification Policies 2005/2006*

Council received for information a Report on Special Certification Policies. The Policy Manual was available at the meeting for Council's perusal. The following Motion was amended to include the word *registration*.

05-03 *That the Special Certification & Registration Policies be approved as presented.*

M/S/C

3.3.3 *Verification of Fire Alarm Systems Registration*

Council received for information a Report on Verification of Fire Alarm Systems Registration Program. John Leech provided Council with some background information on this new special certification program.

- 05-04**
- 1) *That ASTTBC establish a special certification program in the verification of fire alarm systems.*
 - 2) *That the program be managed through the Fire Protection Certification Board. The board's policies will be amended accordingly and presented to ASTTBC Council for approval.*
 - 3) *That a 'competency guide' be established and that this guide serve as the framework for the registration of practitioners.*
 - 4) *That ASTTBC approach BCIT to offer a training program that meets the competency guide. BCIT to decide whether they will offer a program utilizing the Canadian Fire Alarm Association (CFAA) program or develop its own program. The program of studies must be validated by ASTTBC prior to being accepted as meeting the competency guide. In the instance that BCIT decides not to use the CFAA program then ASTTBC will give CFAA the opportunity to have their program validated by ASTTBC.*
 - 5) *That the title for those registered will be 'Registered Fire Protection Technicians' and the designation 'RFPT'.*
 - 6) *The RFPT stamp will show 'VI' to characterize registration.*
 - 7) *That the following standards be required for registration:*
 - a) *Meet the requirements of the Electrical Safety Branch to perform electrical work*
 - b) *Successfully complete the BCIT or CFAA program*
 - c) *Successfully complete an approved/validated course on Part 3 of the BC Building Code*
 - d) *Successfully complete an approved/validated course in smoke control or demonstrate a satisfactory knowledge of smoke control testing*
 - e) *Minimum of one year relevant experience or completion of a least five (5) verifications*
 - 8) *That implementation of the Verification of Fire Alarm Systems is contingent of the City of Vancouver requiring ASTTBC registration to carry out this work.*

- 9) *The Registrar is requested to launch the program once all requirements have been met.*

M/S/C

3.3.4 Canadian Technology Accreditation Board Agreement

Council received for information a Report on the Canadian Technology Accreditation Board and a DRAFT National Accreditation Agreement between ASTTBC and CTAB.

- 05-05** *That the new CTAB Agreement be approved and that President Tim Murphy is requested to endorse on behalf of ASTTBC.*

M/S/C

3.3.5 Membership Report

Council received for information a Report on ASTTBC Membership and the Membership Summary & Statistics for 2004. John Leech highlighted items of interest.

- 05-06** *That Council receive the 2004 Membership Report for information.*

M/S/C

3.3.6 Timber Cruisers Certification Board (TCCB) Change to Forest Measurements Registration Board (FMRB)

Council received for information a handout of a Report on Timber Cruisers Certification Board (TCCB) Change to Forest Measurements Registration Board (FMRB). John Leech summarized the report.

- 05-07** *That the proposal to change the Timber Cruising Certification Board to the Forest Measurements Registration Board be approved in principle and that the Executive Director and Registrar develop and present for Council approval new policies governing the operations of FMRB.*

M/S/C

GOAL #6 – CORPORATE & MEMBERSHIP

3.6.1 Committee Appointments

Council received for information a Report and Lists of ASTTBC Board Appointments.

- 05-08** *That the 2005/2006 Board lists be approved as presented.*

M/S/C

3.6.2 Registrar Delegated Responsibilities

Council received for information a Report on the Registrar Delegated Responsibilities.

- 05-09** *That Council take note of and endorse the responsibilities assigned to the Registrar under the ASTT Act and Regulations which have been delegated by the Executive Director & Registrar to other Staff.*

M/S/C

3.6.3 ASTTBC – APEGBC Joint Statement on Merger Wrap-up

Council received for information a Report on the ASTTBC – APEGBC Joint Statement on Merger Wrap-up and a copy of the Merger Joint Statement from APEGBC and ASTTBC.

05-10 *That Council affirms the action taken by President Murphy in signing the Joint Statement indicating that the proposed ASTTBC - APEGBC merger is called off.*

M/S/C

3.6.4 ASTTBC Merger ‘Wrap-up’ – MOU and MITF

Council received for information a Report on ASTTBC – APEGBC Merger ‘Wrap-Up’ – MOU and MITF and a copy of the signed MOU between ASTTBC and APEGBC.

05-11 *That ASTTBC release APEGBC from the Joint Memorandum of Understanding signed October 24, 2003 by the Presidents and signed November 27, 2003 by the Executive Directors and join with APEGBC in asking the Merger Integration Task Force to ‘stand-down’, with thanks for their work. Further, that the ASTTBC President and Executive Director & Registrar be authorized to take whatever steps are considered necessary to conclude these decisions.*

M/S/C

3.6.5 Limited License Comparison

Council received for information a Report on Limited License (LL) Comparison – BC, Alberta & Ontario and a copy of a Limited License Report and Comparison.

05-12 *That the report, ‘Limited License in Canada, November 29, 2004’ be received for information.*

M/S/C

5. Reports

5.1 President’s Report

President Tim Murphy gave a verbal report on the meetings he has attended and the activities in which he has been involved. President Murphy reported that he signed the Joint Statement on the ASTTBC – APEGBC merger wrap-up; attended a couple of Officers’ Meetings; and a meeting with the Agrologists.

05-13 *That the President’s verbal Report be received for information.*

M/S/C

5.2 Executive Director’s Report

Council received for information the Executive Director’s Report (#43) covering the period from November 5, 2004 – January 14, 2005. John Leech invited, and responded to, comments and questions. The Executive Director’s Report will be posted on the ASTTBC Web Site.

05-14 *That the Executive Director's Report (#43) dated January 27, 2005 be received for information.*

M/S/C

5.3 *Registrar's Report*

Council received for information the Registrars Report dated January 27, 2005. John Leech invited comments and questions. The Registrar's Report will be posted on the ASTTBC Web Site.

05-15 *That the Registrar's Report dated January 27, 2005 be received for information.*

M/S/C

5.4 *Governance*

5.4.1 *Council Evaluation Form – November 27, 2004*

Council received for information the Council Evaluation results from the November 27, 2004 meeting. Comments included poor tasting water and parking charges have increased considerably.

5.5 *CCTT*

5.5.1 *CCTT Director's Report*

CCTT Director Martin Dunsmuir gave a verbal report on CCTT issues. Martin reported that he has been involved with the search for a new Executive Director at CCTT.

05-16 *That the CCTT Director's verbal report be received for information.*

M/S/C

5.5.2 *CCTT President's TF – Compilation of Recommendations, Nov 2004*

Council received for information a the CCTT President's Task Force Compilation of Recommendations dated November 2004.

5.5.3 *CCTT Task Force on Technology Standards*

Council received for information a Report on the CCTT Task Force on Technology Standards.

5.6 *CTHR*

5.6.1 *CTHR TECHNEWS – October 2004 Issue*

Council received for information the CTHR TECHNEWS, October issue.

6. Other Business

Council received for information a hand out of a DRAFT Report on The Definition of Professional Practice of Technologists and Technicians in Canada prepared by John Shortreid, AScT, CLS dated January 26, 2005.

05-17 *That Council receive for information the DRAFT Report on The Definition of Professional Practice of Technologists and Technicians in Canada dated January 26, 2005.*

M/S/C

7. **Date of Next Meeting**

The next meeting of the ASTTBC Council is scheduled for **5:30 pm** on Thursday, **March 31, 2005** at the *Sheraton Guildford Hotel*, 15269 - 104th Ave., Surrey.

Council and Staff will participate in a WORKSHOP at **3:30 pm**.

8. **Adjournment**

05-18 *That the meeting adjourn at 8:30 pm.*

M/S/C

Tim Murphy, AScT, MBA
President

Nancy Fowler, AScT
Secretary-Treasurer