

**Minutes of a Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC
June 2nd, 2005 - Sheraton Guildford Hotel, Surrey, B.C.**

- Present:** Doug Carter, CTech, PE
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, CPI, CRA
Lloyd Lucas, ASCT, CPI
Tim Murphy, ASCT, MBA
Dave Rutherford, ASCT, BCLS, CLS
Bruce Stevens, ASCT
Keith Switzer, ASCT
Costa Vlachias, ASCT, RFPT
- Observers:** Dale Churchill, ASCT
John McNeill, CTech
- Staff:** Cindy Aitken, Assistant to Executive Director (*Minutes*)
John Leech, ASCT, CAE, Executive Director & Registrar
Martin Mac Gregor, ASCT, Director Registrations
Ted Nodwell, CAE, Deputy Executive Director
- Guests:** Dorothy Barkley – AIBC
Bob Cook – CTHRB
Dennis McJunkin, PEng - APEGBC
Benny Musonda - ZATT
- Rejean Touchette, TP – CCTT
Derek Tsang, ASCT – ASET
Scott Turner, RET – ASET

President Tim Murphy called the meeting to order at 7:00 pm. President Murphy presented gifts to guests and introduced new members of Council, Dale Churchill and John McNeill, who will be joining Council after the Annual Meeting.

1. Approval of Agenda

The Agenda was approved as presented with the addition of two hand-outs **3.2.3 Onsite Waste Water Registration** and **3.6.7 Partner Agreement between ASTTBC and the Zambia Association of Technicians & Technologists (ZATT)**.

2. Approval of Minutes of March 31, 2005

The Council Minutes of March 31, 2005 were presented for approval.

05-37 *That the Minutes of Council of March 31, 2005 be approved as presented.*

M/S/C

The Council Minutes will be posted on the ASTTBC Web Site.

3. ACTION AGENDA

GOAL #2 – PROFESSION & RECOGNITION

3.2.1 Forest Planning and Practice Regulation

Council received for information a Report on Forest Planning and Practice Regulation and a copy of a letter dated March 17, 2005 to John Leech from Hon. Michael de Jong, Ministry of Forests.

05-38 *That the Report on the Forest Planning and Practices Regulation and the Minister's letter of March 17, 2005 be received. FURTHER, that Council supports the Executive Director's initiatives to ensure that ASTTBC registered technology professionals are appropriately recognized within the Forest Planning and Practices and similar Government Regulations.*

M/S/C

3.2.2 APEGBC – ABCFP Crossings Agreement

Council received for information a Report on APEGBC – ABCFP Crossing Agreement and a copy of a News Release – *BC Resource Professionals sign Historic Guideline*. Council also received a copy of the *APEGBC – ABCFP Guidelines for Professional Services in the Forest Sector*.

05-39 *That the Report on APEGBC – ABCFP Crossings Agreement be received and that ASTTBC asserts its members rights to practice within the scope allowed in the agreement for a RPF. FURTHER, that ASTTBC seek a similar agreement with APEGBC.*

M/S/C

3.2.3 Onsite Waste Water Registration (hand-out)

Council received for information a Report (hand-out) on Onsite Wastewater Registration (OWR) of Type 3 Systems.

05-40 *That the Onsite Wastewater Registration Board defer registering any and all professionals wishing to register for planning of Type 3 Systems until such time as ASTTBC Council approves a Policy specifically defining the registration criteria for planning Type 3 systems.*

M/S/C

GOAL #6 – CORPORATE & MEMBERSHIP

3.6.1 Financial Statement – April 2005

Council received for information a Report on the April 2005 Financial Statement. Council also received for information a condensed Statement of Revenue & Expenses and a graph dated April 30, 2005. Secretary-Treasurer Nancy Fowler highlighted key points.

05-41 *That Council receive for information the April 2005 Statement of Revenue and Expenses.*

M/S/C

3.6.2 Annual Renewal Fee 2005 – 2006 Technical Specialists

Council received for information a Report on the Annual Renewal Fee 2005 – 2006 for Technical Specialists. Council also received a spreadsheet of the Special Certification & Institute Fees & Allocations dated June 1, 2006 to May 31, 2006.

05-42 *That the FINAL Annual Renewal Fees for 2005-2006 for Technical Specialist Certification, previously approved by Council subject to minor adjustments by the Executive Director and Registrar, be received for information.*

M/S/C

Council also noted that the Executive Director and Registrar is preparing a report regarding reduced level(s) of annual renewal fees for ASTTBC members holding dual designations.

3.6.3 CCTT Special Levy

Council received for information a Report on a CCTT Special Levy and a copy of a Memorandum to all CM Presidents from CCTT President Rejean Touchette, TP.

05-43 *That the proposed CCTT one-time special levy of \$1.50 or about \$8,000. to ASTTBC be approved, to be expensed from reserves.*

M/S/C

3.6.4 Board of Examiners Appointments

Council received for information a Report on ASTTBC Board of Examiners Appointments.

05-44 *That Council appoint Dave Boswell, ASCT, RBD and Bob Heffelfinger, ASCT, RBD to the 2005/2006 Board of Examiners.*

M/S/C

3.6.5 Appointments to PRB and OWRP Board – Confirm E-Ballot

Council received for information a Report on Appointments to PRB and OWRP Board.

05-45 *That Rob Arden, PEng and Ross Taylor, ASCT, ROWP be appointed to the Onsite Wastewater Registration Board and that Eric Lalli, PEng be appointed to the Practice Review Board.*

M/S/C

3.6.6 Appointment of Board & Committee Chairs and ‘Champions’

Council received for information a Report on Appointment of Board & Committee Chairs & ‘Champions’. It was noted that the list will be updated with new Council and Staff. Executive Director & Registrar John Leech will also review with Keith Switzer which Boards he will continue to serve on.

05-46 *That the appointments to boards, committees and as ASTTBC Representatives as proposed in the attached report, ‘2005-2006 ASTTBC Committee Appointments’, June 2005, be approved, subject to final review and adjustment by Keith Switzer and John Leech, service effective immediately and until June 30, 2006.*

M/S/C

3.6.7 Partner Agreement between ASTTBC and the Zambia Assoc. of Technicians & Technologists –ZATT (hand-out)

Council received for information a Report (hand-out) on a Partner Agreement between ASTTBC and the Zambia Association of Technicians and Technologists (ZATT). Council considered positive elements of the proposal, with some concerns about funding the initiative.

05-47 *That the President be authorized to enter into a partner agreement with the Zambia Association of Technicians and Technologists and that seed funding be allocated by the Executive Director & Registrar to assist ZATT become a fully viable and sustainable association, said funding to be determined annually with approval of ASTTBC Council.*

M/S/C

(3 opposed)

4. INFORMATION AGENDA

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 noted that he has enjoyed his 2 year term as President and looks forward to working with Keith as he takes on the role.

Vice President Keith Switzer thanked Tim Murphy on behalf of Council for his hard work and dedication to the Association during his term as President.

05-48 *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 (#45) covering the period from March 16, 2005 – May 13, 2005. John Leech updated Council on new issues and items of interest. John invited, and responded to, comments and questions. The Executive Director's Report will be posted on the ASTTBC Web Site.

05-49 *That the Executive Director's Report (#45) dated June 2, 2005 be received for information.*

M/S/C

5.3 Registrar's Report

Council received for information the Registrars Report dated June 2, 2005. Martin Mac Gregor highlighted items of interest and invited comments and questions. The Registrar's Report will be posted on the ASTTBC Web Site.

05-50 *That the Registrar's Report dated June 2, 2005 be received for information.*

M/S/C

5.4 Governance

5.4.1 Council Evaluation Form – March 31, 2005

Council received for information the Council Evaluation results from the March 31, 2005 meeting. Generally good comments on the meeting.

5.5 CCTT

5.5.1 CCTT Director's Report

Council received for information a handout of the CCTT Directors Report prepared by Martin Dunsmuir, ASCT. Martin Dunsmuir highlighted key points of the CCTT Strategic Planning Session Report.

5.5.2 CCTT Task Force on Accreditation

Council received for information a CCTT Memorandum from Rejean Touchette, TP regarding a Task Force on Accreditation.

5.5.3 "The Plan for the Plan"

Council received for information a CCTT Letter from Rejean Touchette, TP to Tim Murphy with a copy of 'The Plan for the Plan' – A Process for Developing a Strategic Plan for CCTT.

5.6 CTHRB

5.6.1 CTHRB TECHNEWS – April 2005

Council received for information the CTHRB TECHNEWS, April issue.

5.6.2 CTHRB TECHNEWS – May 2005

Council received for information the CTHRB TECHNEWS, May issue.

6. Other Business

6.1 Greetings from Other Associations

APEGBC President Dennis McJunkin, PEng reported that this is a very busy time of year for APEGBC. He noted that APEGBC is exploring a mandatory CPD program. ASET President Scott Turner, RET reported that they have also been very busy with a proposed name change, member survey, new offices & staff changes. CCTT President Rejean Touchette, TP reported that CCTT has recently hired a new Executive Director, has a new logo and website and has been involved with the development of a Strategic Plan. CTHRB Executive Director Bob Cook reported that they have moved to new offices, have signed a MOU with CCTT and recently updated their career program 'Look Ahead – Get Ahead'. ZATT Past President Benny Musonda noted that it is a privilege to be invited to the Conference & Council Meeting. Benny reported that ZATT has challenges ahead and looks forward to ASTTBC's support and partnering arrangement.

6.2 Charter Status with ADR Institute of Canada

President Murphy congratulated Peter Link, CTech, CPI, CRA on becoming a Chartered Mediator with the ADR Institute of Canada.

6.3 President and Council Directors Stepping Down

President Murphy thanked Hugh Dobbie, AScT, RSD, MBA and Costa Vlachias, AScT, RFPT for serving many years on Council. Costa thanked Council & Staff and noted that it has been an enjoyable experience and appreciated the opportunity “to give back”. Hugh also thanked Council & Staff and noted that it has been great working with everyone over the years.

Incoming President Keith Switzer thanked Tim Murphy for his contribution as President during the past 2 years.

05-51 *That Tim Murphy, AScT, MBA be thanked for his dedication and service to the Association during his term of office as President.*

M/S/C

7. Date of Next Meeting

The next meeting of the ASTTBC Council is scheduled for **3:30 pm** on Thursday, **September 29, 2005** at the *Sheraton Guildford Hotel*, 15269 - 104th Ave., Surrey.

8. Adjournment

05-52 *That the meeting adjourn at 10:25 pm.*

M/S/C

Tim Murphy, AScT, MBA
President

Nancy Fowler, AScT
Secretary-Treasurer