

**Minutes of a Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC
September 29th, 2005 - Sheraton Guildford Hotel, Surrey, B.C.**

- Present:** Doug Carter, CTech, PE
Dale Churchill, ASCT
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
John McNeill, CTech
Tim Murphy, ASCT, MBA
Dave Rutherford, ASCT, BCLS, CLS
Bruce Stevens, ASCT
Keith Switzer, ASCT (*Partial*)
- Staff:** Cindy Aitken, Assistant to Executive Director (*Minutes*)
John Leech, ASCT, CAE, Executive Director & Registrar
Martin Mac Gregor, ASCT, Director Registrations (*Partial*)
Nicky Malli, Director, Finance & Administration

As President Keith Switzer was called away on an emergency, Vice President Nancy Fowler called the meeting to order at 7:00 pm.

1. Approval of Agenda

The Agenda was approved as presented with the addition of an *Addendum*.

2. Approval of Minutes of June 2, 2005

The Council Minutes of June 2, 2005 were presented for approval.

05-53 *That the Minutes of Council of June 2, 2005 be approved as presented.*

M/S/C

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

3. ACTION AGENDA

GOAL #3 – PROFESSIONAL STANDARDS

3.3.1 Electronic use of ASTTBC and Institute Logos

Council received for information a Report on the Use of ASTTBC & Institute Logos by Registrants and a copy of the 'Terms & Conditions'. Executive Director & Registrar John Leech gave a brief commentary.

05-54 *That the electronic provision of corporate and institute logos and their use and access by those registered with ASTTBC be subject to reasonable terms and conditions as determined by the Registrar.*

M/S/C

3.3.2 Cancellation Dates re Dues Payments

Council received for information a Report on the Cancellation of Registration. John Leech gave an overview on the annual cancellation date for Members and Special Certification Registrants.

05-55 *That the Registrar be authorized to set appropriate registration cancellation dates annually and to report on those dates to Council in the Registrar's Report.*

M/S/C

GOAL #6 – CORPORATE & MEMBERSHIP

3.6.1 AGM 2005 Draft Minutes

Council received for information a Report on the Annual Meeting 2005 Minutes. Council also received a copy of the DRAFT 2005 AGM Minutes dated June 3, 2005. Vice President Fowler highlighted key points.

05-56 *That the DRAFT Minutes of the 2005 Annual Meeting be received for information with the request that comments and suggestions be forwarded to the Executive Director and Registrar.*

M/S/C

3.6.2 AGM 2006 Date

Council received for information a Report on the Date of the ASTTBC Annual General Meeting 2006. Vice President Fowler reported that a date has been set to hold the ASTTBC AGM on **Friday, May 26, 2006.**

05-57 *That the 2006 Annual General Meeting of ASTTBC be convened Friday, May 26, 2006 at a location in Greater Vancouver to be determined by the Executive Director and Registrar.*

M/S/C

3.6.3 Awards

Council received for information a Report on ASTTBC Awards and a Nominations Proposal for Councils' approval. Past President Murphy reviewed the proposed nominations. Assistant to the Executive Director Cindy Aitken noted that these Awards will be presented at our Awards & Recognition Celebration on November 19th.

05-58 *That the following awards, as proposed in the attached Report from the Awards Committee, be approved:*

*	<i>Dale Churchill, ASCT</i>	<i>Advanced Technology</i>
*	<i>Bill Belsey, ASCT</i>	<i>Life Member</i>
*	<i>Gordon Blue, CTech</i>	<i>Life Member</i>
*	<i>George Hunter</i>	<i>Honorary Member</i>
*	<i>Greg Miller, PEng, LLB</i>	<i>Honorary Member</i>
*	<i>Mike Donnelly, ASCT</i>	<i>Professional Achievement</i>
*	<i>Mike Tarr, ASCT</i>	<i>Professional Achievement</i>

M/S/C

3.6.4 *ASTTBC Host for CCTT AGM in 2008 - 2009*

Council received for information a Report on ASTTBC to Host CCTT AGM. John Leech noted that ASTTBC would like to host the CCTT AGM during ASTTBC's 50th Anniversary year.

05-59 *That ASTTBC offer to host the CCTT AGM in 2008 or 2009 and that this request be presented to CCTT for consideration.*

M/S/C

3.6.5 *Mortgage – Paying Off*

Council received for information a Report on Paying Off Mortgage on ASTTBC Office Building and a copy of ASTTBC's Projected Cash Position. John Leech gave a little history of buying our own building and 11 years later paying off the mortgage.

05-60 *That the Executive Director and Registrar be authorized to pay off the first mortgage of about \$140,000. held by the HSBC.*

M/S/C

Director of Finance & Administration Nicky Malli answered questions regarding ASTTBC's financial position. Martin Dunsmuir, ASCT thanked John Leech for taking the initiative to purchase our own building "and because of him we are in the position we are today".

3.6.6 *Work Plan 2006*

Council received for information a Report on the Work Plan 2006 and a copy of the ASTTBC 2006 Work Plan and Budget dated September 29, 2005 (*under a separate cover*).

05-61 *That the Work Plan 2006 be approved as a guide for the Executive Director. The Executive Director is authorized to amend the Plan as required to address changed circumstances. The Executive Director will report to Council on any changes to the Plan.*

M/S/C

3.6.7 Dues, Fees and Budget 2006

Council received for information a Report on 2006 Annual Dues, Fees and Budget. John Leech gave a verbal report on the Operating Budget. John noted that more money has been allocated towards Marketing and Public Relations. This area will be “ramped-up” with a focus on careers and technology.

05-62 *That the 2006 Annual Dues and Fees be approved.*

M/S/C

05-63 *That the 2006 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

3.6.8 Appointment of Nominating Committee

Council received for information a Report (*in Addendum*) on the Appointment of Nominating Committee. Vice President Fowler reviewed the names of those appointed to the Committee.

05-64 *That Past President Tim Murphy, ASCT, MBA (Chair); Bob Colclough, ASCT; Marsh Heinekey, ASCT and Dan Mooney, ASCT be appointed to the Nominating Committee 2006/2007.*

M/S/C

4. INFORMATION AGENDA

GOAL #1 – ASTT ACT

4.1.1 ASTT Regulation Changes Approved at AGM, June 2005

Council received for information a Report on the ASTT Regulations Approved at ASTTBC AGM, June 2005 and a copy of the Changes to the ASTT Regulations.

05-65 *That Council receive for information the ‘Changes to the ASTT Regulations, Approved by Council March 31, 2005 and by the Members at the ASTTBC Annual Meeting, June 3, 2005.’*

M/S/C

4.1.2 APEGBC Letter re ASTT Regulation on Practice

Council received for information a Report on APEGBC Concerns re ASTT Regulation Defining Scope of Practice. Council also received a copy of a letter dated July 22, 2005 to John Leech from Geoff Thiele, APEGBC Associate Director, Regulatory Compliance. Vice President Fowler gave some background information on ASTTBC’s statement defining the Scope of Practice.

05-66 *That the letter of July 22, 205 from APEGBC Associate Director, Regulatory Compliance be received for information and request that the ASTTBC Executive Director and Registrar keep Council informed on developments.*

M/S/C

GOAL #2 – Professional Recognition & Practice

4.2.1 Limited License in Ontario

Council received for information a Report on Limited License in Ontario and a Media Release from the Association of Professional Engineers of Ontario (PEO) and OACETT. John Leech gave a verbal report on other Associations in other Provinces issuing Limited Licenses.

05-67 *That the Press Release issued jointly by OACETT and PEO on the matter of the proposed changes to the Limited License to practice within the field of professional engineering be received and that the Executive Director and Registrar be requested to monitor the development of this initiative and report to Council at appropriate intervals.*

M/S/C

4.2.2 Nurse Practitioner Legislation in BC

Council received for information a Report on Professional Regulation of Nurse Practitioners and a copy of the Nurses and Nurse Practitioners Regulation. John Leech gave a brief overview of the new legislation and noted that he will be meeting with the Executive Director of the College of Registered Nurses of British Columbia.

05-68 *That information on the professional regulation of Nurse Practitioners be received for information and considered as ASTTBC continues to advance the decades-old issue of defining the rights of ASTTBC-registered professionals.*

M/S/C

4.2.3 Brief to HPO re Regulating House Inspectors

Council received for information a Report on the ASTTBC Brief to Homeowner Protection Office (HPO) re Regulation of House Inspectors and a copy of the ASTTBC's Submission to HPO dated July 2005.

05-69 *That the ASTTBC Brief, 'Professional Regulation of House Inspectors', July 2005, presented to the Home Protection Office, be received for information.*

M/S/C

John Leech answered questions.

GOAL #6 – Management and Administration

4.6.1 Budget 2005 Revised

Council received for information a Report on the Budget 2005 REVISED and a copy of the Revised Budget 2005 (*in 2006 Work Plan and Budget- separate cover*).

05-70 *That the 2005 Budget REVISED be received for information.*

M/S/C

4.6.2 Financial Statement – July 31, 2005

Council received for information a Report on the August 2005 Financial Statement, a copy of the condensed Statement of Revenue and Expenses and a Graph. John Leech gave a brief overview of the Financial Statement.

05-71 *That the August 2005 Statement of Revenue and Expenses be received for information.*

M/S/C

John Leech reported that he anticipates meeting the Budget targets, assuming receipt of the additional grant from Ministry of Health.

4.6.3 Ombudsman Role re ASTTBC / Professional Associations

Council received for information a Report on Ombudsman Accepts Complaints Concerning Professional Associations and copies of correspondence between Ombudsman Howard Kushner and John Leech.

05-72 *That the letter of May 30, 2005 from the Ombudsman in which he advises the role of the Ombudsman's Office as it pertains to complaints about ASTTBC and the letter of July 5, 2005 from ASTTBC Executive Director and Registrar to the Ombudsman advising that the Executive Director and Registrar will be the person to receive complaints, be received for information.*

M/S/C

5. Reports

5.1 President's Report

As President Keith Switzer was called away on an emergency, Executive Director & Registrar John Leech handed-out for information the President's Report dated September 29, 2005. John also handed out Keith's Report on attendance of recent APEGBC Council Meetings. John highlighted key activities in which Keith has been involved.

05-73 *That the President's Report dated September 29, 2005 be received for information.*

M/S/C

05-74 *That the President's Report on attendance of recent APEGBC Council Meetings be received for information.*

M/S/C

5.2 *Executive Director's Report*

Council received for information the Executive Director's Report (#46) covering the period from May 14, 2005 to September 2, 2005. John Leech updated Council on new issues and items of interest and circulated a photo of the NEW ASTTBC Display Booth. John invited, and responded to, comments and questions. The Executive Director's Report will be posted on the ASTTBC Web Site.

05-75 *That the Executive Director's Report (#46) dated September 29, 2005 be received for information.*

M/S/C

5.3 *Registrar's Report*

Council received for information the Registrars Report dated September 29, 2005. The Registrar's Report will be posted on the ASTTBC Web Site.

05-76 *That the Registrar's Report dated September 29, 2005 be received for information.*

M/S/C

5.4 *Governance*

5.4.1 *Council Evaluation Form – June 2, 2005*

Council received for information the Council Evaluation results from the June 2, 2005 meeting. Generally good comments on the meeting.

5.5 *CCTT*

5.5.1 *CCTT Director's Report*

CCTT Director Martin Dunsmuir gave a verbal Report on his recent activities & involvement with CCTT including a Retreat and the development of an Operations Plan. He will keep Council posted.

5.5.2 *Organizations (CCTT and CTHRB) Align Communications Strategies*

Council received for information a CCTT/CTHRB Report on Organizations Representing Technicians and Technologists Align Communications Strategies.

5.6 *CTHRB*

5.6.1 *CTHRB TECHNEWS – June and August 2005*

Council received for information the CTHRB TECHNEWS, June & August issues.

5.6.2 HR Productivity Crisis – Survey and Conference

Council received for information the Response to HR Productivity Crisis to be Framed in new Online Survey from CTHRB Executive Director Bob Cook.

6. Other Business

6.1 Round Table

Bruce Stevens gave a verbal report on his activities in Kelowna including promoting an increase in the profile of Careers in Technology.

Dave Rutherford suggested that a Summary of the June 2005 Strategic Planning Conference be sent out to all Members.

7. Date of Next Meeting

The next meeting of the ASTTBC Council is scheduled for **1:00 pm to 6:00 pm** on Friday, **November 18, 2005** at the *Renaissance Vancouver Hotel Harbourside*, 1133 West Hastings St., Vancouver. Followed by Dinner (optional) at a nearby restaurant.

* **PLEASE NOTE THE CHANGE IN DATE AND LOCATION.**

8. Adjournment

05-77 *That the meeting adjourn at 9:00 pm.*

M/S/C

Nancy Fowler, ASCT
Vice President *for*

Keith Switzer, ASCT
President

Tim Murphy, ASCT
Past President *for*

Peter Link, CTech, CPI, CRA
Secretary-Treasurer

