

**Minutes of a Meeting of the  
COUNCIL of the  
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC  
February 15, 2007 – Sheraton Guildford Hotel, Surrey, B.C.**

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Present:	Jim Blake Martin Dunsmuir, AScT Nancy Fowler, AScT Darrin Heisler, AScT (partial) Prakash Joshi, AScT Ken Lee, AScT	John McNeill, CTech John Murphy Tim Murphy, AScT, MBA Dave Rutherford, AScT, BCLS, CLS Bruce Stevens, AScT Keith Switzer, AScT Graham Wickham, AScT
Staff:	Cindy Aitken John Leech, AScT, CAE John Shortreid, AScT, CLS	Manager, Events Executive Director & Registrar Associate Registrar
Absent:	Doug Carter, CTech, PE Dale Churchill, AScT	Janet Scott, AScT
Guests:	Michelle Bast, AScT, BSc	Bill MacPherson, AScT

President Keith Switzer called the meeting to order at 6:45 pm.

1. **Approval of Agenda**

The Agenda was approved with the following additions:

- 3.2.3 *Guide to Professional Practice*
- 3.2.4 *Engineering, Engineering Technology & Professional Engineering*
- 3.6.6 *Statement of Vision, Mission and Goals*

2. **Approval of Minutes of November 3, 2006**

The Council Minutes of November 3, 2006 were presented for approval.

**07-01**            *That the Minutes of Council of November 3, 2006 be approved as presented.*  
M/S/C

The Council Minutes will be posted on the ASTTBC Website.

3. **ACTION AGENDA**

**GOAL #2 – PROFESSION AND PRACTICE**

3.2.1 Architects' Act Changes

The Architects' Act Changes Report was not available for this meeting.

3.2.2 Umbrella Legislation

Council received for information four charts on the following:

- *CURRENT Regulation of Professions & Occupations*
- *IDEAL Future for Regulation of Professions & Occupations*
- *Transition to Ideal Regulation (Phase I – 2008)*
- *Transition to Ideal Regulation (Phase II)*

**07-02:** *That the Professional Regulation Reform Proposal, February 14, 2007 be received and endorsed for discussion with Government and other stakeholders.*  
M/S/C

3.2.3 Guide to Professional Practice

Council received for information a Guide to Professional Practice - Electrical Design Services for Building Projects.

**07-03:** *That the 'Guide to Professional Practice for Electrical Design for Buildings, February 5, 2007' be approved in principle and circulated to ASTTBC Members and other stakeholders for comment. The Executive Director is requested to report to Council on the feedback at the May 2007 Council Meeting.*  
M/S/C

3.2.4 Engineering, Engineering Technology & Professional Engineering

Council received for information a hand-out on Engineering, Engineering Technology & Professional Engineering – An Information Statement by ASTTBC.

**07-04:** *That the 'Engineering Practice Proposal dated February 15, 2007' be endorsed for discussion with APEGBC and other stakeholders.*  
M/S/C

**GOAL #3 – PROFESSIONAL STANDARDS**

3.3.1 Continuing Professional Development Program

Council received for information a Report on Continuing Professional Development Program (CPDP) and a CPDP Proposal by Jennifer Christenson, BA, MEd.

**07-05:** *That the Continuing Professional Development Program as defined in the Proposal dated February 5, 2007 be approved and distributed to Members.*

3.3.2 Certification Policy Changes

Council received for information a Report on the 2007 Building Design Certification Policy and a Draft copy of the amendments to the Policy dated February 2007.

**07-06:**            *That the 2007 Building Design Certification Policy amendments be approved.*  
M/S/C

Council received for information a Report on the 2007 Construction Safety Certification Policy and a Draft copy of the amendments to the Policy dated February 2007.

**07-07:**            *That the 2007 Construction Safety Certification Policy amendments be approved.*  
M/S/C

Council received for information a Report on the 2007 Fire Protection Certification Policy and a Draft copy of the amendments to the Policy dated February 2007.

**07-08:**            *That the 2007 Fire Protection Certification Policy amendments be approved.*  
M/S/C

Council received for information a Report on the 2007 FMRB Certification Policies for Waste Surveying, Vegetation Resources Inventory and Log Scaling and Policies dated January & February 2007.

**07-09:**            *That the FMRB Certification Policies for Waste Surveying, VRI and Log Scaling be approved in principle. The Registrar is requested to review with appropriate stakeholders and bring forward a recommendation for final approval.*  
M/S/C

Council received for information a Report on the 2007 Public Works Inspection Certification Policy and a Draft copy of the amendments to the Policy dated February 2007.

**07-10:**            *That the 2007 Public Works Inspection Certification Policy amendments be approved.*  
M/S/C

Council received for information a Report on the 2007 Site Improvements Surveys Certification Policy and a Draft copy of the amendments to the Policy dated February 2007.

**07-11:**            *That the 2007 Site Improvements Surveys Certification Policy amendments be approved.*  
M/S/C

Council received for information a Report on the 2007 Steel Detailing Certification Policy and a Draft copy of the amendments to the Policy dated February 2007.

**07-12:** *That the 2007 Steel Detailing Certification Policy amendments be approved.*  
M/S/C

3.3.3 Appointment of Boards

Council received for information a report on ASTTBC Board Appointments and a list of all Certification Boards.

**07-13:** *That the 2007/2008 Board lists be approved.*  
M/S/C

**GOAL #5 – TECHNOLOGY AWARENESS**

3.5.1 TechCanada Roundtable

Council received for information a Report on the TechCanada Roundtable. Executive Director & Registrar John Leech gave an overview of the TechCanada Roundtable. John noted that while ASTTBC assumed a leadership role in initiating this venture, it will be lead by CCTT in the future.

**07-14:** *That ASTTBC provide leadership with the TechCanada Roundtable initiative and support the Executive Director in assuming a lead role.*  
M/S/C

**GOAL #6 – CORPORATE & MEMBERSHIP**

3.6.1 Appointment of Pirie Elliot to CTAB

Council received for information a Report on the appointment of Pirie Elliot, AScT, RPF to CTAB and copies of correspondence nominating Mr. Elliot to represent the province of BC as a Director with CTAB.

**07-15:** *That the appointment of Pirie Elliot, AScT, RPF to CTAB be endorsed.*  
M/S/C

3.6.2 MoU with CHBA(BC)

Council received for information a Report on the MoU with CHBA(BC) and a copy of the Memorandum of Agreement signed by both parties.

**07-16:** *That the ASTTBC – CHBA(BC) MoU dated November 30, 2006 be endorsed. The Executive Director is encouraged to further develop ties and programming with CHBA(BC).*  
M/S/C

3.6.3 Automobile Mileage Rate for Staff

Council received for information a Report on Automobile Mileage Rate for Staff.

**07-17:** *That the automobile mileage rate for staff be set at \$.45 per kilometer effective March 1, 2007.*

M/S/C

**3.6.4 ASTTBC Awards**

Council received for information a Report on ASTTBC Awards and a list of award recipients.

**07-18:** *That the following Awards be approved for presentation at the 2007 ASTTBC AGM on May 25<sup>th</sup>:*

*John Rowse, BAA, CPHIC, MA - Certificate of Appreciation*  
*Keith Tudor, RPF, ATE - Certificate of Appreciation*

M/S/C

**3.6.5 Annual Renewal Fee 2007-2008 for Technical Specialists**

Council received for information a Report on the Annual Renewal Fee 2007-2008 for Technical Specialists and a spreadsheet on Special Certification & Institute Fees and Allocations. John Leech reported that BCIPI may approve a Special Levy at their AGM on March 30<sup>th</sup>.

**07-19:** *That the Annual Renewal Fees for 2007-2008 for Technical Specialist Certification be approved, subject to a Special Levy by BCIPI.*

M/S/C

**3.6.6 A Statement of Vision, Mission and Goals**

Council received for information 'ASTTBC – Visioning The Future – A Statement of Vision, Mission and Goals' and some back-up documentation on the revisions made by Council.

**07-20:** *That the Vision, Mission and Goals Statement, February 15, 2007, as amended, be approved.*

M/S/C

4. **INFORMATION AGENDA**

5. **Reports**

**5.1 President's Report**

President Keith Switzer handed out for information his President's Report. President Switzer gave a verbal report on the meetings he has attended and the activities in which he has been involved over the last few months. John Leech thanked Keith for his time and commitment to the Association.

**07-21:** *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 (#51) covering the period from September 16, 2006 to February 2, 2007. John Leech updated Council on new issues and items of interest. John responded to questions.

John Leech handed out for information a 2006 Statement of Revenue and Expenses including a graph dated December 31, 2006.

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

**07-22:** *That the Executive Director's Report (#51) dated February 15, 2007 be received for information.*

M/S/C

## 5.3 Registrar's Report

Council received for information the Registrar's Report dated February 15, 2007. Associate Registrar John Shortreid responded to questions. Council was in general agreement that they appreciate receiving the graphs and charts.

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

**07-23:** *That the Registrar's Report dated February 15, 2007 be received for information.*

M/S/C

## 5.4 Governance

### 5.4.1 Council Evaluation Form – November 2, 2006

Council received for information the Council Evaluation results from the November 2, 2006 meeting. Generally good comments on the meeting.

### 5.4.2 Council Meetings & Agenda Survey Results

Council received for information the survey results of the 'Council Meetings & Agenda – How are we doing?' Council appreciated the opportunity to provide feedback and referred the report to the Executive Director for consideration in managing Council meetings..

## 5.5 CCTT

### 5.5.1 CCTT Director's Report

CCTT Director Martin Dunsmuir gave a verbal update on CCTT issues and noted that he will be attending a CCTT meeting next week and will report back at the next Council meeting. Martin also reported that CCTT has a new IT person setting up their website and CCTT Agendas are now available on the web. Martin and John Leech gave a verbal report on CTHRB.

5.5.2 Executive Director's Message – OECD Job Strategy

Council received for information the CCTT Executive Director's Report on OECD Reassesses Job Strategy; CCTT on the Right Track.

6. **Other Business**

Council requested that John Leech send a *Thank You* to Michelle Bast, AScT, BSc on behalf of Council for her presentation during the ASTTBC Council Workshop on the APEGBC Sustainability Committee.

7. **Date of 2007 Meetings:**

The next **Council Meeting** is scheduled for Thursday, May 24<sup>th</sup> at 3:00 pm at the Coast Hotel & Convention Centre, Langley.

The **ASTTBC AGM** is scheduled for the following day on Friday, May 25<sup>th</sup> at 8:00 am – 4:30 pm at the Coast Hotel & Convention Centre, Langley.

Council Directors and spouse/guest are invited to the **President's Dinner** on Friday, May 25<sup>th</sup> at 6:30 pm Reception / 7:30 pm Dinner at The Hart House Restaurant, Burnaby (*your Invitation with additional details will be sent in April*).

8. **Adjournment**

**07-24:**            *That the meeting adjourn at 8:20 pm*

M/S/C

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Keith Switzer, AScT  
President

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John McNeill, CTech  
Secretary-Treasurer