

**Minutes of a Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC
May 24, 2007 – The Coast Hotel & Convention Centre, Langley, B.C.**

Present:	Jim Blake, MBA, CA Doug Carter, CTech Martin Dunsmuir, ASCT Nancy Fowler, ASCT Darrin Heisler, ASCT Ken Lee, ASCT	John Murphy Tim Murphy, ASCT, MBA Dave Rutherford, ASCT, BCLS, CLS Janet Scott, ASCT 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:	Dale Churchill, ASCT Prakash Joshi, ASCT, EngL	John McNeill, CTech, CHRP
Observers:	Bill MacPherson, ASCT	Keith Trulson, ASCT, EngL
Guests:	Barry Cavanaugh, LLB Peter Mitchell, PEng Derek Tsang, ASCT Lois Sterner, RET	ASET Executive Director APEGBC Assoc. Director, Prof. Practice ASET Past President CCTT President

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

1. **Approval of Agenda**

The Agenda was approved with the following additions under Other Business:

Motions carried from In-Camera Workshop:

- a) Technical Specialists as 'Members' of ASTTBC
- b) Executive Director's Compensation

2. **Approval of Minutes of February 15, 2007**

The Council Minutes of February 15, 2007 were presented for approval.

07-25: *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 #1 – PROFESSIONAL LEGISLATION & REGULATION

3.1.1 ASET-APEGGA Proposed Regulatory Model

Council received for information a Commentary on ASET-APEGGA One Act – Two Association Model prepared by ASTTBC and a copy of the APEGGA – ASET Regulatory Partnership Memorandum of Understanding dated December 2006. The Recommendation in the Report was amended as follows:

07-26: *That ASTTBC renew and affirm its interest in continuing dialogue with ASET on the ASET – APEGGA proposed one act – two association model for the professional regulation of technologists, and FURTHER, that ASTTBC continue to pursue, in cooperation with other technologist/technician associations and CCTT, the achievement of optimal practice recognition for technicians and technologists.*

M/S/C

3.1.2 Umbrella Legislation

Council received for information a Report on ASTTBC Approach to Umbrella Legislation – Discussion Paper. The Recommendation in the Report was amended as follows:

07-27: *That ASTTBC take a lead role in proposing that the BC Government enact a form of Umbrella Legislation that will, through a single statute, provide the legislative framework for self-governing professional regulation; and FURTHER, that ASTTBC continue to pursue amendments to the ASTT Act that will address critical changes needed to assure the effective regulation of Technology Professionals and better serve the public interest. The President and Executive Director are authorized to advance this position, taking actions as needed to secure the appropriate outcomes.*

M/S/C

GOAL #3 – PROFESSIONAL STANDARDS

3.3.1 FMRB Certification Policy

Council received for information a Report on Forest Measurement Registration Board Certification Policy and a copy of the 2007 FMRB Certification Policy.

07-28: *That the FMRB Certification Policy be approved.*

M/S/C

3.3.2 Transfer of FMRB from ASTTBC to ABCFP

Council received for information a Report on the Transfer of FMRB from ASTTBC to ABCFP and a copy of the ASTTBC and ABCFP Partnering Opportunity Forest Measurement Certification Statement of Principles – Negotiating Framework dated May 4, 2007.

07-29: *That the Executive Director, working with the FMRB Chair and others designated by the Executive Director, be authorized to enter into discussions with ABCFP with the intent of reaching an agreement that will result in the timely transfer of the FMRB from ASTTBC to ABCFP. The Executive Director is asked to present a recommendation for final approval by Council.*

M/S/C

3.3.3 Requirements for Use of ASTTBC Logo

Council received for information a Report on the Requirements for use of ASTTBC Logo and a list of the Requirements.

07-30: *That the attached policy 'Requirements for use of ASTTBC Logo' as revised by Legal Counsel be approved and that the current license on the ASTTBC WEB Site be replaced with the new policy.*

M/S/C

3.3.4 Appointment to Construction Safety Certification Panel

Council received for information a Report on the Appointment to Construction Safety Certification Panel.

07-31: *That Mr. Thomas Abbuhl, ASCT be appointed to the Construction Safety Certification Panel.*

M/S/C

3.3.5 Appointment to Practice Review Board

Council received for information a Report on the Practice Review Board Membership.

07-32: *That Martin Mac Gregor, ASCT, CPI to be appointed to the Practice Review Board.*

M/S/C

3.3.6 Guides to Professional Practice

Council received for information a Report on the Guide to Professional Practice - Electrical Technology, Draft, May 24, 2007 and a letter to President Keith Switzer from APEGBC President Timothy Smith, PGeo, EngL dated May 10th, 2007. The Recommendation in the Report was amended as follows:

07-33: *That the revised Guide to Professional Practice, Electrical Technology Design Services for Building Projects, Draft – May 24, 2007 be approved in principle and issued to ASTTBC members and other stakeholders for comment. FURTHER, that ASTTBC renew its commitment to pursuing an active dialogue with APEGBC toward achieving the optimal practice recognition for ASTTBC Members.*

M/S/C

Council also received for information a Report on the Guides to Professional Practice - Biomedical, Electronics, Geomatics, Mechanical and DRAFT Guides for each.

07-34: *That the draft Guides to Professional Practice in the following fields be approved in principle and distributed to ASTTBC Members and other stakeholders for feedback:*

Bio-Medical Engineering Technology Services, Draft May 13, 2007

Electronics Technology Services, Draft May 24, 2007

Geomatics Technology Services, Draft May 24, 2007

Mechanical Technology Design Services for Building Projects, Draft May 24, 2007

M/S/C

GOAL #6 – TECHNOLOGY EDUCATION & CAREERS

3.6.1 Awards to Recognize Women and Employers

Council received for information a Report on the Proposed ASTTBC Awards to Recognize Women and Employers and copy of the qualifications and objectives for each of the Awards. The Recommendation in the Report was amended as follows:

07-35: *That the following proposed NEW ASTTBC Awards be approved as amended:*

- *Professional Leadership Award for Women in Technology*
- *Employer Award for Career Enhancement and Success of Women as Technology Professionals*

M/S/C

GOAL #7 – PUBLIC POLICY

3.7.1 ASTTBC Membership in PCCBC

Council received for information a Report on ASTTBC Membership in Public Construction Council of BC (PCCBC) and a copy of their Constitution and Bylaws dated April 11, 1991.

07-36: *That the decision by the Executive Director that ASTTBC become a Member of the Public Construction Council of BC be endorsed and that the Executive Director assume an appropriate role within the PCCBC.*

M/S/C

3.7.2 TechGREEN – ASTTBC's Sustainability Agenda

Council received for information a Report on TechGREEN – ASTTBC's Sustainability Agenda together with a copy of the Terms of Reference dated March 2007 and a list of Action Items.

07-37: *That the actions taken by the Executive Director to establish the Sustainability Agenda Task Force and formulate the TechGREEN Program be endorsed. FURTHER, and that the Executive Director be encouraged to continue to provide leadership in-so-far as ASTTBC's and its Members' role in ensuring sustainable economy and environment.*

M/S/C

A request was put forward for the Task Force to define sustainability.

3.7.3 ASTTBC Support of the Big Little Science Centre ASTTBC Awards

Council received for information a Report on ASTTBC Support of Big Little Science Centre (BLSC) and a copy of their Web Page which shows ASTTBC as a major supporter.

07-38: *That the decision by the Executive Director to provide financial support to the Big Little Science Centre be endorsed, and FURTHER, that the Executive Director be encouraged to provide continued support for the BLSC and similar initiatives.*

M/S/C

3.7.4 Transfer of PTech Trade Mark from ASTTBC to CCTT

Council received for information (*in Addendum*) a Report on the Transfer of PTech Trade Mark from ASTTBC to CCTT and a Discussion Paper on PTech Designation dated May 20, 2007.

07-39: *That the transfer of the federal trade mark for 'PTech' from ASTTBC to CCTT be accepted, subject generally to (a) the attached proposal dated May 20, 2007 and the general criteria defined therein; (b) an appropriate transfer agreement and trade mark licensing agreement with CCTT that protects ASTTBC's rights to continued use of the titles and designations; and, (c) final acceptance by the President and Executive Director.*

M/S/C

GOAL #8 – GOVERNANCE AND MANAGEMENT

3.8.1 ASTTBC Council Terms of Office

Council received for information a Report on Council Terms of Office and a Guide for the proposed Terms of Office.

07-40: *That the ASTTBC Council Guide for Terms of Office and the proposed terms of office for ASTTBC Council as proposed by the Nominating Committee in the Report dated April 27, 2007 be approved.*

M/S/C

3.8.2 Board/Committee Appointments

Council received for information a Report on 2007/2008 Board/Committee Appointments with a list of all those appointed.

07-41: *That the 2007/2008 Board/Committee lists be approved as presented.*

M/S/C

3.8.3 Retired Membership Dues Rate

Council received for information a Report on Retired Membership Dues Rate.

07-42: *That (a) the retired rate of member dues be set a about 50% of the dues for regular Members, rate to be determined annually by Council; (b) an additional discount after 25 years of membership be accepted in principle and that the Executive Director formulate a proposal for further discount at the time of preparing the dues proposal for 2008.*

M/S/C

A request was put forward that the Task Force consider lowering the age of retirement to qualify for the retired rate.

3.8.4 Financial Statement – March 2007

Council received for information a Report on the March 2007 Financial Statement including a condensed Statement of Revenues and Expenses to March 31, 2007 and a graph.

07-43: *That Council receive for information the March 2007 Statement of Revenue and Expenses.*

M/S/C

3.8.5 ASTTBC Audited Financial Statements, December 31, 2006

Council received for information (*separate from Agenda Package*) the ASTTBC Audited Financial Statements dated December 31, 2006.

07-44: *That the ASTTBC Audited Financial Statements dated December 31, 2006 be received for information and presented to the Annual Meeting for approval.*

M/S/C

3.8.6 Council Governance Policy Changes

Council received for information (*in Addendum*) a Report on Council Governance Policy Changes and copies of the proposed changes dated May 24, 2007.

07-45: *That the proposed changes to the Council Governance Policies as outlined in the Report dated May 24, 2007, be approved as amended.*

M/S/C

Tim Murphy and President Switzer thanked the Task Group.

4. **INFORMATION AGENDA**

GOAL #8 – GOVERNANCE AND MANAGEMENT

4.8.1 ASTTBC Protected Domain Names

Council received for information a Report on ASTTBC Protected Domain Names and a list of ASTTBC Domains as of April 4, 2007.

07-46: *That the list of Domain Names protected by ASTTBC be received for information.*

M/S/C

4.8.2 Disclaimer re Web Site Links

Council received for information a Report on the Disclaimer required for all ASTTBC WEB sites related to Links to other external WEB sites. John Shortreid gave an explanation on the links. No Resolution required.

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.

07-47: *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 (#52) covering the period from February 3, 2007 – April 30, 2007. John Leech updated Council on new issues and items of interest. John reported that ASTTBC will host a Round Table with Hon. Colin Hansen, MLA and 30 key business leaders on June 19th to discuss Technology Skills Shortage. John also reported on a HR Plan that Kerry Jothen is developing; Employer Liaison and, a new promotional brochure 'Technology Careers... it's TIME!'. John responded to questions.

John Leech thanked President Keith Switzer on behalf of all Staff for the opportunity to work together.

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

07-48: *That the Executive Director's Report (#52) dated May 24, 2007 be received for information.*

M/S/C

5.3 Registrar's Report

Council received for information the Registrar's Report dated May 24, 2007. Associate Registrar John Shortreid responded to questions. John Shortreid reported that the PRB (the first time in ASTTBC history) has fined a Member \$500.

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

07-49: *That the Registrar's Report dated May 24, 2007 be received for information.*

M/S/C

5.4 Work Plan 2007

The Work Plan 2007 was not available for this meeting.

5.5 Governance

5.5.1 Council Evaluation Form – February 15, 2007

Council received for information the Council Evaluation results from the February 15, 2007 meeting. Generally good comments on the meeting.

5.6 CCTT

5.6.1 CCTT Director's Report

Council received for information (*in Addendum*) the CCTT Director's Report prepared by Martin Dunsmuir, AScT. CCTT Director Martin Dunsmuir gave a verbal update on CCTT issues and the BOD meeting held February 23 & 24, 2007.

Martin Dunsmuir presented a CCTT Membership plaque to President Keith Switzer.

Lois Sterner, RET, CCTT President gave a verbal report on a Round Table on Technology Skills Shortage that was spearheaded by ASTTBC and convened in Ottawa in February with 40-50 people.

6. Other Business

Motions carried from In-Camera:

a) Technical Specialists as 'Members' of ASTTBC

This item was carried over from the Council (*in-Camera*) Workshop.

07-50: *That the ASTT Act be amended to include 'Technical Specialists' in the definition of 'Member'.*

M/S/C

b) Executive Director's Compensation

This item was carried over from the Council (*in-Camera*) Workshop.

07-51: *That compensation for the Executive Director as endorsed by Council, at their in-camera meeting of May 24, 2007 be approved.*

M/S/C

In-coming President Darrin Heisler thanked President Keith Switzer for his vision and dedication to the Association.

President Keith Switzer thanked Tim Murphy for his work with the Compensation Committee. Keith noted that this is his last Council Meeting as President and has enjoyed working with everyone over the years.

7. Date of 2007 Meetings:

The next **Council Meeting** is scheduled for Thursday, September 27th at 3:00 pm at the Sheraton Guildford Hotel, Surrey. The last meeting of the year is scheduled for Friday, November 2nd at the Pan Pacific Hotel, Vancouver.

8. **Adjournment**

07-52: *That the meeting adjourn at 9:00 pm*

M/S/C

Keith Switzer, AScT
President

John McNeill, CTech
Secretary-Treasurer