

Minutes of an **OPEN** Meeting of the
COUNCIL of the
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC

April 11, 2017

W E B I N A R

Present:	Rachel Butler, AScT Rob Campbell, BSc, PEng Sarah Campden, CTech, RTMgr Brian Carr, PhD James Coble, MA	Jeff Collins, AScT Edzel Escala, AScT Heather Robertson, AScT Craig Sears, AScT, MBA Keith Trulson, AScT, Eng.L
Absent:	Todd Blackstock, AScT Russell Dobie, AScT	Trent Reid, CTech Dave Rutherford, AScT, BCLS, CLS David Sparanese, AScT, CPWI 3
Staff:	Cindy Aitken Charles Joyner, AScT Jason Jung, AScT John Leech, AScT, CAE	Manager, Governance & Events Registrar Manager, Professional Practice & Development Chief Executive Officer

President Keith Trulson welcomed Webinar Participants to the Council Meeting.

President Trulson called the meeting to order at 4:05 pm.

1. Approval of Agenda

The Agenda was approved as presented.

M/S/C

2. Approval of Minutes

The Minutes of January 26, 2017 were presented for approval.

17-12: *That the Minutes of the Council meeting of January 26, 2017 be approved.*

M/S/C

President Trulson noted that Vice President Trent Reid had made some suggested changes to the January Workshop Minutes and wanted to know if those changes were made. It was noted that the revised January Workshop Minutes will be posted on the Council secure site.

3. **ACTION AGENDA**

GOAL #1 – PROFESSIONAL LEGISLATION & REGULATION

3.1.1 *PTech: Opportunities into the Future – Implementation*

President Trulson reported that Council discussed the PTech Report at the Council Workshop earlier in the day and that further work is required prior to formal consideration by Council. The PTech Report was tabled to the May Council Meeting.

GOAL #2 – RIGHTS TO PRACTICE

3.2.1 *ASTTBC Practice Guide: Mechanical Technology – Mechanical Systems*

Council received for information a Report on the ASTTBC Professional Practice Guide – Mechanical Systems Technology Services for Building Projects and a copy of the proposed Guide. Manager, Professional Practice & Development Jason Jung reported that the Guide is designed to assist ASTTBC Members as they provide services and take responsibility within their field, the definition of scope of practice and legal limitations. Jason also noted that the Guide does not restrict practice to others including professionals registered as PEng and EngL.

17-13: *That the ASTTBC Guide to Professional Practice, Mechanical Systems Technology Services for Building Projects be approved.*

M/S/C

Council agreed that the Guide would be forwarded to APEGBC for the consideration and approval, much in the same way as APEGBC Council approved the Electrical Guide.

3.2.2 *ASTTBC Practice Guide: Fire Protection Technology*

Council received for information a Report on the ASTTBC Professional Practice Guide – Fire Protection Technology Services for Building Projects and a copy of the Guide. Jason Jung reported that the Guide is consistent with the currently approved Electrical Technology Practice Guide and serves as ASTTBC's official practice guide for the field of fire protection engineering technology.

17-14: *That the ASTTBC Guide to Professional Practice Fire Protection Technology Services for Building Projects be approved.*

M/S/C

Council agreed this Guide will be sent to APEGBC for consideration and approval.

GOAL #8 – GOVERNANCE AND MANAGEMENT

3.8.1 ASTTBC Board Appointments

Council received for information a Report on ASTTBC Board Appointments and a list of those serving on the Practice Review Board (PRB), Fire Protection Certification Board and Utility Locator Certification Board (ULCB). Charles reported that the Boards will have a broader representation of Members to maintain the quality and relevance of decision making.

17-15: *That the ASTTBC Board Appointment list be approved as follows:*

Practice Review Board (PRB):

- *Monty Armstrong, RFPT*
- *Randy Meszaros, ASCT, PMP, CET*

Fire Protection Certification Board:

- *Constantin Vlachias, ASCT, RFPT*

Utility Locator Certification Board (ULCB):

- *Keith Mitchell, ASCT*
- *Ian Turnbull*
- *Rep from BC Municipal Safety Association*
- *Rep from BC Common Ground Alliance*
- *Rep from Kwantlen Polytechnic University*

M/S/C

3.8.2 ASTTBC Awards - AGM

Council received for information a Report on ASTTBC Awards to be presented at the AGM on May 26, 2017.

17-16: *That the following Service Awards to be presented at the AGM be approved:*

Russell Dobie, ASCT, PMP

For Service on ASTTBC Council

Kai Hui, ASCT

For Service on ASTTBC Council

Mike Iviney, ASCT

*For Service as a Member & Chair of the
ASTTBC Foundation Board*

KK Yuen, CTech, CHI

For Service on ASTTBC Property Inspection Cert Board

Bob Romanko, ASCT, CHI, RRFA(L)

For Service on ASTTBC Property Inspection Cert Board

M/S/C

The Resolution was adjusted following the meeting due to an error in proposing an award that was not appropriate in the circumstances.

3.8.3 Expense Policy Amendments to 'Host' Volunteers at AGM

Council received for information a Report on the ASTTBC Expense Policy Amendments to 'Host' Volunteers at the AGM. CEO John Leech noted that a minor edit was made under Section 6. Council and Volunteer Remuneration:

“All ASTTBC Volunteers shall be invited to attend the TARC event as a guest of ASTTBC and all Volunteers with over 50 hours a year in ASTTBC Volunteer activity in the year leading up to the AGM will be invited to attend the AGM & Conference at no cost.”

17-17: *That the ASTTBC Expense Policy as amended be approved and made effective immediately.*

M/S/C

4. **INFORMATION AGENDA**

GOAL #8 – GOVERNANCE AND MANAGEMENT

4.8.1 Financial Statement – February 2017

Council received for information a Report on the February 2017 Financial Statement.

17-18: *That the February 2017 Financial Statement be received for information.*

M/S/C

President Trulson questioned the higher percentage of expenses and lower percentage of revenue compared to the previous three years. CEO John Leech reported that overall revenue and expenses are on target, comparable to the last three years and are generally at historical levels. Some adjustments to the Budget will likely be required at mid year owing to the accounting practice of allocating any use of 'reserve funds' as part of current years' Expenses'.

5. **Reports**

5.1 President's Report

President Keith Trulson gave a verbal Report highlighting key Association activities in which he was involved covering the period from January 26th to April 11th. President Trulson noted that he was in Halifax for a national meeting of Presidents from all Technology Professional Associations except Quebec not able to attend due to a Board meeting; attended the ASET AGM; attended a TPC Meeting and participated as a judge for ACEC-BC.

17-19: *That the President's Report be received for information.*

M/S/C

5.2 Chief Executive Officer's Report

CEO John Leech gave a verbal update on key elements of ASTTBC operations covering the period from January 26th to April 11th. John reported on ASTTBC's involvement with National Engineering and Geoscience Month and Technology Skills Appreciation Week (TSAW) in March, including sponsoring local initiatives including the Okanagan College spaghetti bridge building contest, APEGBC drawing competition, and Member meetings in Kelowna, Penticton and Surrey. John also attended an ACEC-BC Reception in Victoria, the Canadian Manufacturers and Exporters Dinner, BC Economic Development Association Ministers Dinner and ACEC-BC Excellence Awards Dinner. John reported that much time is being invested in the year-end audit, the new member Database, mandatory CPD Reporting, the Nominating Committee that is seeking nominations to serve on Council, meetings with other professional organizations to work collaboratively on one common voice to the public and government, and attended the TPC meeting, and participated in meetings with Presidents & CEOs from other Technology Professional Associations. The CEO noted that ASTTBC has been very busy on a number of fronts.

17-20: *That the Chief Executive Officer's Report be received for information.*

M/S/C

5.3 Registrar's Report

Registrar Charles Joyner gave a verbal update on key items related to registrations, practice and compliance. Charles noted that meetings were held in Toronto on self-assessment, gave a TRC online software presentation (all 6 Provinces are in general support of TRC), met with the College of Applied Biology Executive Director, Christine Houghton, and was actively engaged on the proposed Public Works Tech Policy and various Tech Spec Program initiatives.

17-21: *That the Registrar's Report be received for information.*

M/S/C

5.4 Council Reports

Secretary Treasurer Sarah Campden noted that she will provide a Council Report at the May Council Meeting.

Public Representative Brian Carr reported that he attended the APEGBC Council Meeting. Brian advised Council that the APEGBC Council considered the APEGBC member vote that rejected the implementation of mandatory CPD for their Members.

6. Other Business

No other business to report.

President Trulson thanked Council & Webinar Participants for attending.

7. **Date of next Meeting:**

The next Council Meeting is scheduled for **Thursday, MAY 25th, 2017** at the Sheraton Guildford Hotel.

All Council are encouraged to attend the ASTTBC AGM & Conference on Friday, May 26th, 2017 at the Sheraton Guildford Hotel from 8:00 am to 3:30 pm.

8. **Adjournment**

17-22: *That the meeting adjourn at 5:15 pm.*

M/S/C

Keith Trulson, AScT, Eng.L
President

Sarah Campden, CTech, RTMgr
Secretary -Treasurer