

**COUNCIL of the  
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC**

**November 18, 2017**

**Pan Pacific Hotel, Vancouver**

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Present:	Todd Blackstock, AScT Rob Campbell, BSc, PEng Sarah Campden, CTech, RTMgr James Coble, MA Jeff Collins, AScT	Trent Reid, CTech Heather Robertson, AScT Craig Sears, AScT, MBA Paul Tomei, AScT Keith Trulson, AScT, Eng.L Ken Zeleschuk, AScT, MBA
Absent:	Rachel Butler, AScT Brian Carr, PhD	Edzel Escala, AScT Paul Sawyer, CTech David Sparanese, AScT, CPWI 3
Staff:	Charles Joyner, AScT John Leech, AScT, CAE Harjeet Randhawa	Registrar Chief Executive Officer Coordinator, Compliance & Practice

President Trent Reid called the OPEN Council Meeting to order at 1:30 pm and welcomed those participating by Webinar. Council introduced themselves for the benefit of those attending by Webinar.

**1. Approval of Agenda**

The Agenda was presented for approval.

**17-74:**        *That the Agenda of November 18, 2017 be approved as presented.*

M/S/C

**2. Approval of Minutes**

The Minutes of September 28, 2017 were presented for approval.

**17-75:**        *That the Minutes of the Council meeting of September 28, 2017 be approved.*

M/S/C

### 3. ACTION AGENDA

#### GOAL #2 – RIGHTS TO PRACTICE

##### 3.2.1 PTech Update (verbal)

CEO John Leech gave a verbal report on the current status of PTech. John noted that Council set a direction for implementation at the May 2017 Council Meeting and that implementation is ‘on-track’. ASTTBC will make a formal submission to Government early in 2018.

**17-76:** *That the PTech Update verbal Report be received for information.*

M/S/C

##### 2.2.2 ASTTBC Guides to Professional Practice

Council received for information a Report on ASTTBC Professional Practice Guides – Environmental Technology, Mineral / Mining Technology and Civil Engineering Technology – *Asphalt Mix Design and Quality Assurance for Highway Construction* and the three (3) draft Practice Guides with the request to approve in principle.

Council was in general agreement that the three (3) ASTTBC Guides to Professional Practice represent a solid start in framing practice for ASTTBC Members but require more work. During the Council Workshop members of Council offered a number of suggestions, notably with the Environmental Technology Guide. Council asked staff to take these comments into consideration as the drafts are adjusted before being released for wider consultation. Council revised the Recommendation in the Report.

**17-77:** *That the draft ASTTBC Guides to Professional Practice in Environmental Engineering Technology, Mineral/Mining Technology and Civil Engineering Technology – Asphalt Mix Design and Quality Assurance for Highway Design be received for information and that Staff continue development work on the Guides and return to Council for further consideration.*

M/S/C

#### GOAL #3 – PROFESSIONAL STANDARDS & REGULATION

##### 3.3.1 Public Works Certification Policy

Council received for information a Report on the Public Works Certification Policy and a copy of the Policy (2017 09 15). PRB liaison Paul Tomei gave a verbal report on feedback received from the Board of Examiners and the Practice Review Board on the PWCB Policy. Council was in general agreement to revise the Recommendation in the Report.

**17-78:** *That the Report on Public Works Certification Board Policy and the verbal update from PRB be received for information and that Council signal its intent to proceed with final approval of the Policy at the April 2018 meeting.*

M/S/C

## **GOAL #8 – GOVERNANCE AND MANAGEMENT**

### 3.8.1 Budget 2018

Council received for information a Report on the Budget 2018 and a copy of the Projected 2018 and Revised 2017 Budgets. CEO John Leech reported that ASTTBC will manage within the framework set out by Council.

**17-79:**            *That the 2018 Budget be approved as the foundation for the Chief Executive Officer as he manages ASTTBC affairs.*

M/S/C

### 3.8.2 Board Appointments for Onsite Wastewater Certification Board

Council received for information a Report on Board Appointments for the Onsite Wastewater Certification Board. Registrar Charles Joyner noted that recruitment of Volunteers to serve on various Boards continues throughout the year.

**17-80:**            *That the appointment of the following member to the Onsite Wastewater Certification Board be approved:*

*Robert Burns, ROWP*

M/S/C

### 3.8.3 Digital Signature as an Optional Service

Council received for information a Report on the Digital Signature as an Optional Service for ASTTBC Members. Registrar Charles Joyner gave a brief overview of the NOTARIUS Digital Signing Service under consideration as a Member Service (on a voluntary or optional basis) to ASTTBC Members. The cost to the Association would be \$1,000 to start then \$185 per year for maintenance. Upon Council approval the service could be available January 2018 to Members in good standing.

**17-81:**            *That Council authorize the Registrar to proceed with securing an Agreement to provide digital signing service as an optional service available to ASTTBC Members.*

M/S/C

## 4. **INFORMATION AGENDA**

## **GOAL #8 – GOVERNANCE AND MANAGEMENT**

### 4.8.1 October 2017 Financial Statement

Council received for information a Report on the October 2017 Financial Statement including a copy of the Statement of Revenue & Expenses and a Chart with targets dated October 31, 2017. CEO John Leech noted that we are ‘on-track’ with the budget for this time of year.

**17-82:** *That the October 2017 Financial Statement be received for information.*

M/S/C

**4.8.2 EWP Court Costs – Update (verbal)**

CEO John Leech gave a verbal update on the court costs associated with the Electrical Work Practitioner (EWP). John Leech reported that although the process was lengthy and difficult, there is no question that ASTTBC was entitled to create and administer the EWP and issue Certificates for persons who meet the prerequisites, and that the BC Safety Authority was entitled to recognize such Certificates. Council has previously determined that ASTTBC will seek court costs and authorized the CEO to pursue this intent. Council agreed that this matter be left with the CEO to conclude.

**17-83:** *That the CEO be authorized to conclude matters on court costs associated with the EWP program.*

M/S/C

**4.8.3 Council Terms of Office 2017 – 2018**

Council received for information a Report on the Council Terms of Office 2017 – 2018 and a list of Council Directors with their start year and term end year.

**17-84:** *That the status of Council Terms of Office, November 6, 2017 be received for information.*

M/S/C

**4.8.4 Publish names of Board Members on ASTTBC Website**

Council received for information a Report on Publishing names of Board Members on the ASTTBC Website. Council also received a detailed Report on the results collected from the Boards and a table with additional information from 18 Regulatory Associations in Canada. Registrar Charles Joyner reported that from June to October 2017 Board Members (approx. 100 volunteers serving on 12 Boards) were given the opportunity to provide feedback on this policy direction. Council was in general agreement to revise the Recommendation in the Report.

**17-85:** *That the Report on Publishing Names of Volunteer Members of ASTTBC Boards be received for information and that the Registrar be requested to develop a Policy on volunteer membership and service on ASTTBC Boards and return to the April 2018 meeting with a Recommendation for Council consideration.*

M/S/C

**4.8.5 ASTTBC Member Database project – Update**

Council received for information a Report on the ASTTBC Member Database Project. CEO John Leech noted that ASTTBC staff are moving ahead with the project, a significant undertaking requiring much staff time to help frame and build the new association management software (AMS). John noted that the project is taking longer than initially anticipated and is pressing the limits of funding allocated for the initiative. The CEO will report back at the January meeting.

**17-86:** *That the Council receive for information the update on the Member Database Project and request the CEO to report on the financial status of the project at the January meeting.*

M/S/C

5. **Reports**

**5.1 President's Report (verbal)**

President Trent Reid gave a verbal Report on his Association activities covering the period from September 28<sup>th</sup> to November 18<sup>th</sup>, 2017. President Reid noted that he has had a busy month attending some very informative meetings and numerous events including: BCIT Awards Evening, EGBC Conference in Whistler, TPC Meetings in Vancouver, ASTTBC – EGBC Joint Board meeting at the EGBC office and working on the ASTTBC CEO replacement.

**17-87:** *That the President's verbal Report be received for information.*

M/S/C

**5.2 Chief Executive Officer's Report (verbal)**

CEO John Leech gave a verbal Report on his Association activities covering the period from September 28<sup>th</sup> to November 18<sup>th</sup>, 2017. John Leech also reminded Council that the Provincial Government is conducting a review of the Professional Reliance Model of the natural resource sector to ensure the highest professional, technical and ethical standards are being applied to resource development in BC. John noted that several ASTTBC staff are engaged on this important initiative.

**17-88:** *That the Chief Executive Officer's verbal Report be received for information.*

M/S/C

**5.3 Registrar's Report**

Registrar Charles Joyner gave a verbal Report on his Association activities covering the period from September 28<sup>th</sup> to November 18<sup>th</sup>, 2017. Charles Joyner made note that a link for the Government of BC Review of the Professional Reliance Model can be found at: <http://engage.gov.bc.ca/govttogetherbc/consultation/professional-reliance-review/>. Charles also reported that applications for PTech are being processed and more information will be made available as we move into 2018.

**17-89:** *That the Registrar's verbal Report be received for information.*

M/S/C

**5.4 TPC and TAC Report (verbal)**

President Trent Reid gave a verbal report on Technology Professionals Canada and Technology Accreditation Canada. President Reid noted that there is an agreement between the TAC and the Canadian Technology Accreditation Board to work together on one National Canadian Standard.

**17-90:**            *That the TPC and TAC verbal Reports be received for information.*

M/S/C

**5.5 Council Reports (verbal)**

Council members were invited to speak on Association activities and meetings in which they have been involved.

Heather Robertson gave a verbal update on a presentation she made as President of *Northern Technology & Engineering Society of BC* to the Government Standing Committee on Finance & Government Services. Heather also reported that BCWiT hosted a table at ‘WE FOR SHE’ <https://weforshe.ca/> where this one-of-a-kind event brought together 800 business leaders with 700 high-school students from across the province, to hear from very inspirational keynote speakers.

**17-91:**            *That the Council verbal Report be received for information.*

M/S/C

6.    **Other Business**

No additional business to report.

7.    **Date of next Meeting:**

The next Council Meeting is scheduled for **Thursday, January 25<sup>th</sup>, 2018** at the River Rock Resort/Casino in Richmond (Whistler Ballroom C).

President Reid thanked Council & Webinar Participants for attending.

8.    **Adjournment**

**17-92:**            *That the meeting adjourn at 2:45 pm.*

M/S/C

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Trent Reid, CTech  
President

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Sarah Campden, CTech, RTMgr  
Vice President  
*for:* David Sparanese, ASCT, CPWI 3  
Secretary -Treasurer