

**COUNCIL of the  
APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC  
January 17, 2019**

**Pacific Gateway Hotel Vancouver Airport, Richmond**

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Present:	Rachel Butler, AScT Todd Blackstock, AScT Rob Campbell, BSc, PEng James Coble, MA Brian Davies, CTech, RSIS Edzel Escala, AScT Roslyn Kunin, PhD	Randy Meszaros, AScT, PMP, CET Trent Reid, CTech Heather Robertson, AScT David Sparanese, AScT, CPWI 3 Paul Tomei, AScT Keith Trulson, AScT, Eng.L ( <i>conf call</i> )
Absent:	Sarah Campden, CTech, RTMgr Paul Sawyer, CTech	Ken Zeleschuk, AScT, RTMgr, MBA
Staff:	Cindy Aitken Charles Joyner, AScT Jason Jung, AScT Theresa McCurry, BSc, PMP Evan Triste, CPA, CGA	Manager, Governance & Events Registrar Manager, Professional Practice Chief Executive Officer Manager, Finance
Guests:	Ann English, PEng ( <i>conf call</i> ) Tony Chong, PEng ( <i>conf call</i> )	EGBC Chief Executive Officer & Registrar EGBC Chief Regulatory Officer & Deputy Registrar

President Trent Reid welcomed all to the January 17<sup>th</sup> ‘open’ meeting of Council including those participating by conference call. President Reid noted that this ‘Open Session’ of Council will be recorded and posted on the ASTTBC website and that Council is fully committed to openness and transparency in the governance of ASTTBC. It was also noted that many of the reports and recommendations coming before Council today have been previously discussed by Council during the Workshop and as a result, we will move through most of the agenda topics quickly. Council & Staff participated in a round table introduction.

President Reid called the OPEN Council Meeting to order at 3:00 pm.

**1. Approval of Agenda**

The Agenda was presented for approval.

**19-01:**        *That the Agenda of January 17, 2019 be approved as presented.*

M/S/C

## 2. Approval of Minutes

The Minutes of November 10, 2018 were presented for approval.

**19-02:**            *That the Minutes of the Council Meeting of November 10, 2018 be approved.*

M/S/C

## 3. ACTION AGENDA

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

#### 3.8.1 ASTTBC Board Appointments for 2019

Council received for information a Report on the ASTTBC Board Appointments for 2019 and a copy of ANNEX 1 with a list of Boards including the names of the Chair, names of those serving and their terms (year appointed). Registrar Charles Joyner reported that per the ASTT Regs, volunteers must be appointed annually. Charles also noted that throughout the year minor adjustments are made to the Board Member Appointment list. It was noted that having a Public Representative serve on a Board would be desirable. Charles was pleased to report that we have 13 Boards with over 100 Volunteers! Council was in agreement that the expertise of all our Volunteers is greatly appreciated.

**19-03:**            *That the 2019 Board Appointments list as received be approved.*

M/S/C

#### 3.8.2 ASTTBC Foundation Bylaw Amendment

Council received for information a Report on the ASTTBC Foundation Bylaw Amendment and a copy of the Constitution and Bylaws. CEO Theresa McCurry reported that a Bylaw Amendment was needed as currently the Bylaw lists the Executive Director as the person who has signing authority and it should be the Chief Executive Officer. Theresa noted that the Foundation does have an Executive Director so the change to CEO will provide clarity on who signs for the Foundation. Council asked if the Foundation has a signing limit/dollar amount? It was pointed out in the Bylaws that under 5.2 Signing Authority that financial documents and signed cheques have a maximum of \$5,000. each.

**19-04:**            *That the amendment to the ASTTBC Foundation Bylaws be approved.*

M/S/C

## 4. INFORMATION AGENDA

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

#### 4.8.1 Financial Statement – November 2018

Council received for information a Report on the Financial Statement for November 2018 including a copy of the Statement of Revenue & Expenses and a chart with targets dated November 2018. Manager Finance Evan Triste reported that revenue is lower because of fewer Government Projects and because of a timing issue as the balance is due in 2019 and not reflected in the November Financial Statement.

Evan also reported that there is a decrease in revenue for Annual Dues and in Registration. Evan noted the expenses YTD decreased in comparison to November 2017. The most significant expense for the period is the write-off of the AMS database, which was stated to be an asset when it was not an asset.

**19-05:** *That the November 2018 Financial Statement be received for information.*

M/S/C

5. Reports

5.1 President's Report

President Trent Reid provided a verbal Report on his past few months of Association activities. President Reid noted that he has had limited ASTTBC business in November/December, but he is preparing for a busy 2019. President Reid summarized some of the activities he has been involved with including: Government's Professional Reliance Review, preparing to attend the other TPC AGMs, ASTTBC AGM in June and will have more to report on at the April Council Meeting.

**19-06:** *That the President's verbal Report be received for information.*

M/S/C

5.2 Chief Executive Officer's Report

Council received for information the CEO's Report covering the period from October 23 to December 19, 2018. CEO Theresa McCurry highlighted a few key developments including: Attending four webinars the Ministry hosted on the Professional Governance Act (PGA); ASTTBC was successful in securing provincial government funding for a two year pilot project that will address the recruitment & retention of women in STEM; ASTTBC-EGBC-ACEC BC are in final negotiations on a contract that will need to be signed before the mid-February start; Heather Robertson was thanked for agreeing to serve as a member of the Governance Committee; ASTTBC will submit a more detailed response on the Overview Paper to government by March; our recent Member Survey doubled the participation rate from previous Member Surveys; AGM planning is in the works – this year we will be combining the AGM with the awards portion of TARC on June 13<sup>th</sup>.

**19-07:** *That the November – December 2018 Chief Executive Officer's Report be received for information.*

M/S/C

5.3 Registrar's Report

Council received for information the Registrar's Report covering the period from September to December, 2018. Registrar Charles Joyner summarized his report and gave a brief overview of the registrations data for 2018. Charles noted that we have been experiencing a downward trend in registrants and that number of female members has increased; the Practice Review Board has processed 25 complaints; PTech registration has increased; Registered Fire Protection Technicians will have a new Standard of Practice (SoP) that will be in effect January 1, 2019; the new CPD Policy has received good reviews.

Council participated in a question and answer period. It was suggested that student registration be tightened-up and that the new database have a good system for tracking.

**19-08:**            *That the September – December Registrar’s Report be received for information.*  
M/S/C

**5.4**    *TPC and TAC Report*

President Trent Reid gave a verbal report on TPC and TAC. President Reid reported that there has been ongoing discussion at the CEO level on TPC membership with other Provinces. Another meeting is scheduled and he will report back at the April Council Meeting. President Reid also reported that TAC has a number of accredited programs at Okanagan College and BCIT is in the process of being reviewed for an accredited program.

**19-09:**            *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.

Randy Meszaros reported that he appreciated the opportunity to attend an EGBC Council Meeting on November 23<sup>rd</sup> as the ASTTBC Representative. Randy noted that EGBC has introduced a 30 x 30 Strategy to raise the percentage of newly licensed Engineers who are women to 30% by the year 2030. Randy also noted that EGBC is moving forward with the development of a Climate Change Action Plan.

President Trent Reid thanked Randy for attending on behalf of ASTTBC.

**19-10:**            *That the Council verbal Report be received for information.*  
M/S/C

6.    **Other Business**

**Greeting from EGBC**

President Trent Reid invited EGBC Chief Executive Officer Ann English to bring greetings. Ann thanked ASTTBC Council for the opportunity to listen and participate in the conference call. Ann reported that EGBC has been involved in Professional Governance Act/Bill 49 and that they are prepared to deal with issues and in a position to move forward.

President Trent Reid thanked those participating by Conference Call.

7. **Date of next Meeting:**

The next Council Meeting is scheduled for Thursday, March 14<sup>th</sup>, 2019 at the Pacific Gateway Hotel, Richmond from 10:00 am to 4:30 pm.

8. **Adjournment**

**19-11:**        *That the meeting adjourn at 3:50 pm.*

M/S/C

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Trent Reid, CTech  
President

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David Sparanese, AScT, CPWI 3  
Secretary -Treasurer

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