

**Minutes from the OPEN SESSION MEETING of the  
COUNCIL of APPLIED SCIENCE TECHNOLOGISTS AND TECHNICIANS OF BC  
In-Person – Fairmont YVR, Richmond, BC  
Virtual Participants - Zoom Meeting**

**March 24, 2022**

Councillors	Ken Zeleschuk, MBA, PTech, RTMgr, ASCT, Dipl.T Vice President	Brian Davies, CTech, RSIS Registrant Councillor
	Sarah Campden, CTech, RTMgr. Past President, Observer	Roslyn Kunin, PhD Lay Councillor
	James Coble, MA, PhD Lay Councillor	Mary O’Callaghan, MBA, FCMC Lay Councillor
	Kristy Bobbie, ASCT Registrant Councillor	Jayde Wood, JD, MSc Lay Councillor
Staff:	Theresa McCurry, BSc, PMP Chief Executive Officer	Evan Triste, CPA, CGA Manger, Finance
	Jason Jung, ASCT Director, Professional Practice & Development	Phillipa Stanaway, BA, MA, JD Registrar
	Shahina Sharp Administrative Coordinator	Michael Thain, BA, JD Manager, Investigations
Regrets:	David Sparanese, PTech, ASCT, CPWI 3 President	Mike Battistel, ASCT Registrant Councillor
	Randy Meszaros, ASCT, CET, PMP Registrant Councillor	

Chair Ken Zeleschuk welcomed everyone to the March 24, 2022, Open Session Meeting of Council. Chair Zeleschuk noted that this Open Session of Council minutes will be posted as per usual on the ASTTBC website and that Council is fully committed to openness and transparency in the governance of ASTTBC.

Chair Zeleschuk acknowledged that we have gathered here today across the province on the 198 traditional lands of First Nations. We acknowledge our traditional hosts and thank them for their graciousness in welcoming us to carry out this work on their land.

Chair Zeleschuk called the Open Council Meeting to order at 1:45 pm. Quorum was reached.

**FOR DECISION**

**1. Approval of the March 24, 2022, Agenda**

Motion: That Council approve the March 24, 2022 Agenda.

*That Council approve the March 24, 2022 Agenda.*

Moved: Roslyn Kunin

Seconded: Brian Davies

**Carried**

**2. Approval of the January 20, 2022 Council Meeting Minutes**

Motion: That Council approve the January 20, 2022 Council Meeting Minutes.

*That Council approve the January 20, 2022 Council Meeting Minutes.*

Moved: Mary O'Callaghan

Seconded: Roslyn Kunin

**Carried**

**FOR DECISION**

**1.1 Annual Report for OSPG**

Motion: That Council accept the annual report and when finalized with the designer a copy will be sent to all Councillors and the Superintendent of the OSPG.

The annual reporting of information and review this new Annual Report which Council is required to submit annually to the Office of the Superintendent of Professional Governance (OSPG) as set out in section 41 of the Professional Governance Act and section 15 of the ASTTBC bylaws.

This is an annual requirement of Council and will need approving in this meeting so that it can be finalized by the end of the March. The report is due to the OSPG by April 1, 2022.

*That Council accept the annual report and when finalized with the designer a copy will be sent to all Councillors and the Superintendent of the OSPG.*

Moved: Kristy Bobbie

Seconded: Mary O'Callaghan

**Carried**

**FOR INFORMATION**

**2.0 Reports**

**2.1 Receive Nominations Committee Report**

For the 2022 election, a total of seven applications were received for five vacant seats. One application was determined by the Committee to be ineligible for consideration under the ASTTBC bylaws. Section 3.1(f) excludes registrants from eligibility for election to council if they hold the position of a director, officer or employee of a professional association and/or advocacy body of engineers, applied science and/or engineering technologists or technicians, or a technical specialist subclass or group of subclasses, or have held such a position in the six months prior to the deadline for applications for nomination.

As a result, six applications were reviewed by the Committee. The Committee evaluated all eligible applications based the selection principles set out at section 5 of the *PGGR* and the Composition and Competency Matrices established by Council thereunder using a decision-making matrix.

Where necessary, applicants were contacted by staff to verify information contained in their application. All applicants that received a minimum score on the matrix were nominated to run in the upcoming Council election ballot. The list of nominees determined by the Committee to be eligible to run for the five vacant seats in the 2022 ASTTBC Council Election, listed in alphabetical order, are:

- Mike Battistel (i)
- Prakash Joshi
- Randy Meszaros (i)
- Dana Graves
- Vytas Vaitkus
- Carlo Vijandre

*(i) Incumbent Council Director*

Voting registrants will elect five of the six candidates to serve on Council.

*That Council receive for information the Nomination Committee’s Report.*

**2.2 Receive the Lay Councillors’ Report**

The Lay Councillors annually present a report that is tabled at our AGM on May 6, 2022. This year’s report discusses the organizations performance in 2021 and summarizes what occurred throughout the year.

*That Council receive for information the Lay Councillors’ Report.*

**2.3 Receive Auditor’s Reports for ASTTBC and ASTTBC Foundation**

Manager, Finance Evan Triste provided an update regarding the ASTTBC and ASTTBC Foundation Auditors report which will be presented at our AGM on May 6, 2022.

*That Council receive for information the Auditor’s Reports for ASTTBC and ASTTBC Foundation.*

**2.4 Receive Financial Statements – February 20, 2022**

Revenue

2022	2021	2020	2019
77.63%	71.15%	59.32%	48.56%

The total revenue as of January 2022 is lower by \$147K or 6.18% compared to January 2021. The net decrease is mainly from lower Annual Dues of \$94K due to the decrease in Registrant invoices issued and lower collection rate, and Professional Affairs revenue of \$35K due to the completion of government projects in 2021. Another decrease is from Publication of \$8K as we have stopped newsletter advertising.

Expenses

2022	2021	2020	2019
6.82%	7.57%	8.23%	8.21%

Total expenses as of January 2022 is lower by \$18K or 7.17%. The major variances include a decrease in Professional Affairs of \$31K as there are no government projects this year and Administration General of \$21K due to lower credit card processing fee. The main increase is in Wages and Benefits of \$30K due to more office staff and an increase in contract work.

*That Council receive for information the February 2022 Financial Statements.*

## 2.5 Receive President's Report

The President discussed the activities that he participated in from February 2022 to March 2022.

### **President/CEO/Executive Meetings**

Ongoing regular meetings and communications with CEO McCurry and the Executive to discuss agenda topics for upcoming Council meetings, ongoing Working Group meetings, PGA and other strategic initiatives.

### **Council Meeting and Workshops**

Regretfully, I was unable to participate. Thank you to Ken Zeleschuk, VP for chairing the March 24<sup>th</sup> in-person Council meeting and workshop held in Richmond BC.

### **Technology Professionals Canada (TPC)**

Attended and participated in the February 22<sup>nd</sup> TPC Leadership Council virtual meeting.

### **Association of British Columbia Land Surveyors (BCLS)**

Attended the BCLS 117<sup>th</sup> AGM in Kelowna BC, March 9-11, 2022

### **CEO Performance Evaluation**

In consultation with the Executive members of Council, conduct a comprehensive review of the CEO's 2021 Work Plan Achievements and the 2021-2022 Council Goals and Strategic Priorities/ASTTBC Strategic Plan as part of the CEO Performance Evaluation.

### **ASTTBC Search Committee**

Participated in a virtual meeting - Deputy Registrar position

*That Council receive for information the President's Report.*

## 2.6 Receive CEO's Report

The CEO discussed the activities that she participated in from January 2022 to March 2022. This report can be found [here](#).

*That Council receive for information the CEO's Report.*

## 2.7 Receive Registrar's Report

The Registrar discussed the activities that she participated in from January 2022 to March 2022. This report can be found [here](#).

*That Council receive for information the Registrar's Report.*

## 3.0 Next Meeting: May 5, 2022

Motion: That Council recognize the next Council Meeting will be held on May 5, 2022.

Moved: Mary O'Callaghan

Seconded: Roslyn Kunin

**Carried**

## 4.0 Meeting Adjournment

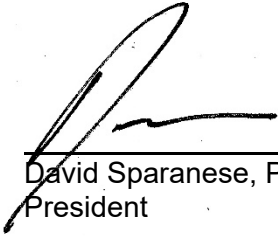
That Council adjourn the March 24, 2022 meeting at 2:38 pm.

Moved: Kristy Bobbie

Seconded: Mary O'Callaghan

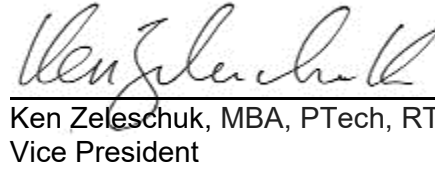
**Carried**

Ken thanked the Council for participating.



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David Sparanese, PTech, AScT, CPWI 3  
President



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Ken Zeleschuk, MBA, PTech, RTMgr, AScT, Dipl.T  
Vice President