

**Atlantic Association of Planning Technicians**  
**Annual General Meeting**  
June 19, 2003  
Centre of Geographic Sciences, Lawrencetown Nova Scotia

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Draft

**MEETING CALLED TO ORDER**

The meeting was called to order at 4:15 p.m.

**IN ATTENDANCE**

Alden Thurston, President  
Mark Hebert, Vice-President  
Megan Burbidge, N.S. Representative  
Lori Bickford, N.B. Representative  
Marlene Clements, Secretary  
Mike Donnelly  
Jeff Merrill  
Jami Fay  
Adam Holmes  
Rodney Blanchard  
Shiju Mathew  
C. Keith Saunders  
Don Bickford  
Cheryl Mackintosh  
Tim LeFurgey  
Brian Mac Culloch  
Mike Thompson  
Britt Roscoe  
Ed Symons

**MINUTES OF LAST ANNUAL GENERAL MEETING**

Mike Donnelly noted that CIPT should be changed to CACPT in the June 13, 2002 minutes.

It was moved by Mike Donnelly and seconded by Don Bickford that the minutes of the June 13, 2002 Annual General Meeting be approved with the change.

**Motion Carried**

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**BUSINESS ARISING FROM MINUTES**

Listserver for the AAPT

Mark Hebert reported the AAPT listserver was up and running.

Adobe Acrobat Purchase

Mark Hebert reported the program Adobe Acrobat was purchased.

AAPT Website

Mike Donnelly reported that the web server for the AAPT website still remains at COGS, however may be in jeopardy. The NSCC would like a central server with one IP address based out of Halifax. Mike mentioned that no decision has been made, and the website is fine for now.

**CORRESPONDENCE**

No correspondence items received.

**FINANCIAL REPORT**

The June 2003 Financial report was distributed showing a balance of \$ 5969.74. Alden Thurston reviewed the financial report noting that the total does not include the current workshop income and expenses.

It was moved by Mike Thompson and seconded by Mike Donnelly to approve the financial report as circulated.

**Motion Carried**

**NEW BUSINESS**

Planning Program at COGS

Mike Donnelly outlined several of the issues facing the Planning Program at COGS. He explained that enrollment has decreased over the past few years due to a variety of reasons. The NSCC monitors course interest and number of students, and recently suspended the Business Geomatics course. Mike handed out copies of a proposed

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---

program change, which is designed to offer a 1-year certificate in GIS, and an additional year to specialize in Planning or Cartography. Mike explained that currently students directly out of high school are not able to enroll in the Advanced GIS Diploma course at COGS. The course requires students to have a university degree. Mike hopes that the changes in the program structure will attract potential students directly out of high school, in addition to others who have an interest in obtaining a certificate in GIS. The program was implemented during the 2002 – 2003 for 1<sup>st</sup> year students, as a trial. A letter from Phil Hore was also circulated in regards to the proposed changes. Ed Symons stated some of the issues encountered during the trial year were outlined in Phil's letter.

Tim LeFurgey suggested that the AAPT should become active in promoting the Planning program to local high schools. Mike mentioned that he could supply handouts and information to anyone that was interested.

After much discussion, it was moved by Alden Thurston and seconded by Tim Lefurgey for the Executive to accept comments from AAPT members and draft a letter to be sent to the Department Head at COGS within a two-month period.

**Motion Carried**

It was moved by Tim Lefurgey and seconded by Mike Thompson to prepare a package of materials provided by Mike Donnelly, for marketing the Planning Program for GIS day in local high schools, or any other suitable venue.

**Motion Carried**

Letters of Thanks

It was moved by Mark Hebert and seconded by Cheryl Macintosh to send letters of thanks to Brant Wishart of Service Nova Scotia and Municipal Relations, each presenter at the 2003 AAPT Conference, and ESRI.

**Motion Carried**

**ELECTION OF OFFICERS**

The following nominations for the Executive were brought forward as follows:

President – Alden Thurston  
Vice-President – Mark Hebert  
Secretary – Marlene Clements  
Membership Chair/Treasurer – Megan Burbidge

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Nova Scotia Representative – Jami Fay  
PEI Representative – Vacant  
New Brunswick Representative – Lori Bickford  
Newfoundland Representative – Alton Glen

Education Committee members:

Mike Donnelly  
Ed Symons  
Jeff Merrill  
Don Bickford  
Cheryl Macintosh  
Mike Thompson  
Tim Lefurgey

All positions were filled by acclamation.

### **OTHER BUSINESS**

#### Service NS & Municipal Affairs Donation

Mark Hebert reported that a donation has been received in the amount of \$2500.00 from Service Nova Scotia & Municipal Relations.

#### Promotion Funds

Megan Burbidge suggested that the AAPT donate funds for the next ESRI Municipal Special Interest Group (MSIG) seminar, similar to the dinner funded by the Halifax Regional Municipality. Lori Bickford suggested there might be other venues that the AAPT could sponsor.

After some discussion, it was moved by Lori Bickford and seconded by Don Bickford to free up a total of \$1500.00 (limit of \$500.00 per sponsor) at the discretion of the Executive for the next year.

### **Motion Carried**

### **ADJOURNMENT**

Mike Thompson moved the meeting adjourned at approximately 5:45 pm.