

**Atlantic Association of Planning Technicians
Executive/Education Committee Meeting**
20 November 1998
Department of Municipal Affairs
Halifax, NS

CALL TO ORDER

The meeting was called to order at approximately 1:25 pm.

IN ATTENDANCE

Ruth E.W. Dugas - President
Al Simpson - Past President
Alden Thurston - Nova Scotia Rep.
Hilary Campbell - Secretary/Treasurer
Mike Thompson - Education Comm. member
Karen Ramsland - Education Comm. member

REGRETS

Andrew Bone
Dixie Cress
Peter Corbett
Chris Higgins

MINUTES

The minutes of the 12 February 1998 Executive/Education Committee meeting, and the Financial Report for 1 September 1997 - 18 November 1998, were approved as circulated.

CORRESPONDENCE

No correspondence was received.

BUSINESS ARISING FROM THE MINUTES

Skills List Review

Peter Corbett is still working on this. Dixie Cress has offered to assist Peter in completing the list.

Newsletter

The newsletter was sent out in early October. Feedback was positive.

Brochure

The AAPT brochure is complete in both English and French. Members from New Brunswick translated it. Al mentioned that it should be included in the membership mailout in the spring. Ruth indicated that the brochure was announced in the newsletter and would be made available to anyone who requested it in the language of their choice.

OLD BUSINESS

Digital camera session at June workshop

Dave Matheson, of the Municipal Affairs office in Lawrencetown, told Ruth in a telephone conversation that he was very disappointed with the digital camera session on the final day of the COGS workshop in June. Ruth offered to reimburse him for the session, as it was the only one that Dave attended. Dave said that wasn't necessary. The AAPT will ensure that Dave will be allowed to attend another session free of charge. The Association must ensure in future that all workshop sessions are professional and worthwhile.

NEW BUSINESS

AAPT Web site

Andrew Bone has set up a new Web site at <http://www.geocities.com/Rainforest/Canopy/4619/index.html> with the domain name aapt.ca. Andrew is listed as Webmaster on the bill from Canadian Consulting & Online Services Inc. for registering the domain. The cost for registering the domain name was \$75.00 plus HST for a total of \$80.25. Hilary said that she would investigate whether this is an annual fee. General discussion ensued regarding what the site could be used for, especially in the area of job postings. It was decided that the best way to let members know of new positions would be to provide links to other sites and make it a resource, as opposed to trying to keep a current list of available positions. A message board was also discussed, as well as a mailing list. Ruth said she would contact Andrew about these various suggestions to determine which ones would be most effective.

Letter to COGS regarding high facility fee

Ruth read a draft of a letter to be sent to Paul LaFleche as principal of COGS. On behalf of the AAPT, she expressed her displeasure and concern with the high cost of renting the site for the June workshop compared with fees charged in previous years. She asked that the school keep in mind that a large proportion of AAPT members are graduates of COGS, and contribute a prize to the Planning program every year. Previously, COGS charged \$50.00 per attendee for a total cost of \$1000.00 for 20 people, which is considered reasonable by the Association. However, the cost of the June workshop was \$1782.00, which was very high by comparison. Ruth indicated that if COGS was not willing to reconsider its site and equipment fees in the future, the AAPT would be looking elsewhere for facilities for its annual workshop.

After a minor wording change, it was moved by Mike Thompson and seconded by Karen Ramsland that the letter be sent to COGS expressing concern regarding the high facility fee. **Motion carried.**

Holland College Project 2000 support

Alton Glenn wrote a letter to the AAPT Executive in October proposing that the Association commit funds up to \$1000.00 towards the purchase of equipment for the Planning program at Holland College. These funds would stand as the conference facility fee for the workshop to be held in June 1999. Ruth consulted the Executive and wrote a responding letter to confirm our support for this proposal on 29 Oct 1998. It was noted that this is a far better approach than the cost-recovery stance taken by COGS, as the funds are covering the facility fee but also act as a direct contribution to the Planning program.

Workshop -99

The theme proposed by Alton, "The Internet as a Planning Tool," was discussed at length, and it was concluded that this would be a useful and timely topic. Several suggestions were made regarding content. Alton mentioned

the possibility of inviting an AutoCAD or MapInfo vendor in the region to provide a seminar and demonstration of AutoCAD Map. Mike suggested that he probably would not attend if AutoCAD was the only technology demonstrated at the workshop. Karen and Al believe that staff from the Geomatics Centre in Amherst might be interested in doing a presentation, particularly as several staff members live in Summerside. To that end, Ruth will suggest to Alton that he contact Rob Doiron at the NSGC to discuss this, as Alton is taking the lead on setting up the 1999 workshop.

Hilary suggested that ESRI might also be willing to do a demo of various Arc products, such as MapObjects, ArcExplorer and other tools used on the Web. Al wondered if ESRI would charge the Association for attending the workshop, but Mike pointed out that if they knew AutoCAD would be there with a free demo, ESRI would be there as well. Between the two vendors, these sessions would be of use to most organizations in the Atlantic region. The topic of Web page design was discussed as a possible backup seminar should one of these ideas fall through. Many of us use the Web but know little about creating a Web page or site. Several people indicated interest in this topic.

The idea of a video conference was also discussed. Alton indicated in his outline that he has tentatively booked a classroom and computer lab at Holland College in Charlottetown for 23-25 June. The Charlottetown location would be necessary to carry out the video conference. Ruth suggested that this would be an excellent medium for the Annual General Meeting, as members who will not be able to attend could participate.

Act Respecting Licensed Professional Planners

Ruth has received another draft of this proposed legislation from Peter Nelson. It is still in draft form and has not been presented in the House of Assembly for reading or debate. She feels that the planners are responding to similar actions by the Association of Professional Engineers of Nova Scotia and the Association of Nova Scotia Land Surveyors, to ensure that they stake out their professional territory.

Ruth has spoken to Phil Hore of COGS at length on this subject. There is one section that concerns Phil to a great extent. This section appears to imply that all skills listed there must be carried out by a licensed professional planner: this list includes many activities which are currently carried out by technicians, and includes everything from mapping to research. Peter Nelson has reassured Ruth that this section is not meant to be interpreted that way, but rather that a licensed planner can, as opposed to should, provide these services.

It is apparent that this Act will not be presented in the Legislature for some time to come. Ruth brought the subject up to ensure that everyone knew what was going on and that she would continue to monitor the situation.

Handover of Secretary/Treasurer duties

Ruth presented a cheque to Hilary in the amount of \$5157.72, which represents the assets of the AAPT at this point. A further \$53.00 is forthcoming from the Credit Union in Bridgewater, as it was in a shares account which must be closed out by the Board of Directors. Hilary will be opening an account at the Credit Union on Queen Street in Dartmouth. Ruth noted that it would not be practical for her to continue as co-signer on the account being so far away, and proposed that Alden should be the second signatory to the AAPT accounts.

It was moved by Al Simpson and seconded by Mike Thompson that Hilary Campbell and Alden Thurston be co-signers on the AAPT bank accounts. **Motion carried.**

NEXT MEETING

The next meeting of the Executive/Education Committee will take place in February 1999. Date and time will be announced in January.

ADJOURNMENT

It was moved by Karen Ramsland and seconded by Alden Thurston that the meeting be adjourned at approximately 2:40 pm. **Motion carried.**