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2013-2014 Council
Nova Scotia Institute of Agrologists
(3 Year Terms)

1 st	Janette McDonald	President	Chair – Finance & Communications
3 rd	Brad McCallum	Past President	Chair – Nominations & Elections Committee
2 nd	Peter Burgess	President Elect	Chair – Honours & Awards Committee
1 st	Rachael Cheverie	Councillor	Chair – Program & Professional Development Committee
3 rd	Keith Fuller	Councillor	Chair – CNMP Committee
1 st	Rebecca Sooksom	Councillor	Chair – Scholarship Committee
3 rd	Jean Lynds	Councillor	Chair – Agrologist Club Committee
3 rd	Dian Patterson	Councillor	
2 nd	Karen Phillips	Councillor	Chair – Program Committee
3 rd	Av Singh	Councillor	
	Laurie Eagles	Executive Director	

Agenda

1. Call to Order
2. Welcome by President
3. Approval of Agenda
4. Moment of Silence
5. Approval of Minutes of November 14, 2013 Semi-Annual Meeting
6. Business Arising From Minutes
7. Reports:
 - a. President's Report
 - b. Executive Director's Report
 - c. Committees of Council
8. Financial Report
9. New Business
10. Other
11. NSIA Pins
12. NSIA Membership Certificates
13. Council Member Certificates
14. Transfer of Presidency
15. NSIA Past President's Plaque
16. Adjournment

**Nova Scotia Institute of Agrologists
2013 Semi-Annual Meeting
Riverview Room
Jenkins Hall, Dal AC
Truro, Nova Scotia
November 14, 2013**

Minutes

1) Call To Order: President Janette McDonald called the meeting to order at 1:00 p.m. Twenty-two members were present.

2) Welcome by President: President McDonald welcomed all to the meeting. She thanked outgoing executive director, Bob Vair, for his years of service to the NSIA and presented him with a plaque on behalf of the membership. She welcomed incoming Executive Director, Laurie Eagles.

3) Approval of the Agenda:

Motion: Jean Lynds moved and Nigel Firth seconded that the agenda be approved as circulated. **Carried**

4) Moment of Silence: A moment of silence was observed for those members who are no longer with us.

5) Approval of the Minutes of April 11, 2013 Annual General Meeting:

Motion: Derrick Jamieson moved and Bill MacLeod seconded that the Minutes of the April 11, 2013 Annual General Meeting be approved as circulated. **Carried**

6) Business Arising from the Minutes:

No Business Arising from Minutes.

7) Reports:

- a) **President's Report**
- b) **Executive Director's Report**
- c) **Committees of Council**

Motion: Derrick Jamieson moved and Nigel Firth seconded that all reports be accepted as presented. **Carried**

8) Financial Report:

Mark Rose presented the 2014 Budget found on Page 14 of the Semi-Annual Meeting Report. **Motion:** Mark Rose moved and Bill MacLeod seconded that the 2014 budget be accepted as presented. **Carried**

9) New Business:

a) By-Law Changes – President McDonald reviewed all the by-law changes. All changes were agreed to by the membership except the section under Fees. It was agreed that section D, E and F would not be deleted but would be changed to reflect the increase in fees. Specifically, (D) Senior members shall pay a fee of \$50; (E) Distinguished Life Members pay an annual fee of \$50. Upon reaching the age of 75 years, Distinguished Life Members shall not be required to pay a membership fee; (F) Honourary Members shall not be required to pay fees; their membership in the Institute shall be waived as part of this honour and distinction.

Motion: Derrick Jamieson moved and Rachael Cheverie seconded that the By-Law changes be approved as amended. **Carried**

b) Professional Development Program – President McDonald reviewed the proposed Professional Development Program. The membership requested that the “etc.” under #1, Category III be removed in the list of examples of what qualified under that category. They also requested that the “etc.” be removed in #3. There was also a typo noted in #2. It should read Category I and Category III, not II.

The membership would also like to see the ability to record compliance to the program online as quickly as possible.

Motion: Derrick Jamieson moved and Jean Lynds seconded that the Professional Development Program be accepted as amended. **Carried**

10) Membership Certificates:

Membership Certificates were either presented or sent to the following people:

Margaret Eriavbe, A.Ag.

Thiagarajan Arumugam, P.Ag

Michael Doucet, P.Ag

Drew Douglas, P.Ag

Travis Esau, P.Ag

Todd Larsen, P.Ag

Michael McConkey, P.Ag

Adebusoye Onanuga, P.Ag

Carolyn Van Den Heuvel, P.Ag

Scott White, P.Ag

11) Other

12) Adjournment: There being no other items of business, Derrick Jamieson moved that the meeting be adjourned at 2:30 p.m.

Minutes recorded by Laurie Eagles

President's Report

It is with great pleasure that I write this report as President of the Nova Scotia Institute of Agrologists. 2013 has been blessed with activity for staff, Council, the Executive Committee and all committees of Council. I would like to thank all of the councillors for their dedication and input into this work.

The year has seen a change in staff as Bob Vair announced he would be retiring in the fall of 2013. Bob made valuable contributions during his time with the Institute and he brought much enthusiasm with him to his work. Laurie Eagles joined NSIA in October as the new Executive Director and has started into this role with eagerness and direction.

NSIA continues to work with Agrologists Canada. The support of a national organization is being felt as Nova Scotia develops relationships with other provincial institutes. NSIA Council has made decisions to support national initiatives and decisions that support the interest of our own Institute. I assure you that although small in size, Nova Scotia is taking a stand on issues that affect all provinces, such as educational and professional requirements for enrollment into an Institute.

A number of issues have arisen over the past few months. Recent legislation has excluded Nova Scotia Professional Agrologists as qualified persons in the Contaminated Sites Regulations under the *Environment Act*. Council is working to have this amended. A Nutrient Management Planning Review was started with a steering committee of CNMP, Council and Industry but a lack of funding at this time has prevented this from moving forward for now. The CNMP committee will be working on a review and update of the certification process for Nutrient Management Planners.

Council continues to follow the goals which were outlined in a strategic plan completed in 2011. Goals for the Institute will be reviewed at our June Council meeting with a strategic planning update session. The new mandatory Professional Development program stemmed from the original strategic plan. This is an exciting and progressive endeavour for all members of NSIA. To make this process simple for members to use and report to; the website for NSIA has been improved with a 'Members Only' section. This log-in feature will allow all members to pay fees online, track their PD credits, and update areas or practice and personal information.

Council is going to be working hard to make professional development opportunities available to members, communicate events and ongoing business within the Institute, support the Agrology Club at Dalhousie Agricultural Campus, update the Articling Agrologist program, tackle emerging issues which affect our members.

In closing, I want to welcome Peter Burgess to the President's chair for the next year. Peter brings a lot of knowledge, skills and professionalism to the Council table and I wish him all the best as new President.

Respectfully submitted,



Janette McDonald, P.Ag.

Executive Director's Report Laurie Eagles, P.Ag.

Since starting as Executive Director in October, there has been a lot to do but working with council has been a very rewarding and productive experience.

For 2014 my goals include the following:

- To provide valuable professional development opportunities through our Lunch and Learns, Tours and through the promotion of partners' events
- To develop our website into a useful tool to share information with members
- To ensure that the Institutes' resources are being used to the maximum benefit of members
- To continue to move the issues forward mentioned in Janette's report and to report the outcomes to members
- To increase the profile of Agrologists Canada
- To begin a dialogue with employers in NS to increase NSIA's visibility

I look forward to working with Peter and the new council in 2014/15. We have many projects on the go but the councillors are very dedicated and we will report our progress back to members.

Respectfully Submitted,
Laurie

Registrar's Report Laurie Eagles, P.Ag.

Status	2013	2012	2011	2010
Professional Agrologists	238	231	230	228
Articling Agrologist	8	8	15	14
Retired Agrologists	20	19	18	14
*Distinguished Retired Honorary Members	8	10	10	14
**Distinguished Senior Honorary Members	21	18	4	4
***Distinguished Honorary Members	0	4	21	22
Associate Members	3	2	2	2
Students	0	0	6	7
Total	298	292	306	305

*Now Called Distinguished Life Member

**Now Called Distinguished Life Member Honourary

***No Longer Using

Statistics for 2013

Professional Agrologists - 15

Articling Agrologists - 2

Associate Member - 1

Reinstated - 2
Transfers In - 2
Transfers Out - 4
Retired - 1
AAg to PAg - 1
Discontinued Members - 10
Deceased - 1

Program Committee Report Karen Phillips, P.Ag. and Laurie Eagles, P.Ag.

Committee Members: Karen Phillips (Chair), Av Singh

- Fall Tour - The Fall Tour was held on October 2 in Kentville with 35 people attending. The morning involved presentations and tours of field sites outlining some of research being done by Agriculture & Agri-Food Canada at the Kentville Research Centre. The afternoon included stops at 3 research trials in the valley with Perennia extension specialists.
- Lunch and Learn - A Lunch & Learn was held in Truro on November 14 in conjunction with the Semi-Annual Meeting. Bruce Smith, an organizational consultant based in Liverpool, NS will spoke on boards and board governance.
- Lunch & Learn –A Lunch and Learn was held in Truro on February 12th. This event was held in partnership with the NSFA Council of Leaders meeting at the Best Western Glengarry. Rebecca Sooksom gave a presentation entitled “Who are the New Farmers and What are the Implications for Agrologists?” followed by a panel discussion with three new farmers. This event was very well attended. All agreed that partnering with other organizations to hold some of our events is a model that we should pursue in the future.
- Meet the Grads – This event was cancelled due to weather.
- Curling Bonspiel – Our annual curling bonspiel was held on March 14th. We changed the time to a Friday night event this year hoping to increase participation. We had just enough registrations to hold the event....16. In 2013, the participation number was 18 and the year prior the event was cancelled due to low numbers. Council will have to consider the future of this event or perhaps partner with another organization in future.

Articling Agrologist Committee Report Laurie Eagles, P.Ag.

Committee Member: Laurie Eagles

In 2013 we had 9 members in the Articling Agrologists program. Recommendations have or will go to council for four of those members to be granted their full member status as they have been in the program long enough to acquire the necessary agricultural work experience. We have two Articling Agrologists that have just recently completed the program and will receive their certificates today and we have accepted three new A.Ag.s since January 2014 for a total of five members in the program at this time.

We have also revised the guidelines for the program to be in line with the new PD program. The documents are available on the website.

Professional Development Committee Report Rachael Cheverie, P.Ag.

Committee Members: Rachael Cheverie (Chair), Kevin Keyes

The NSIA adopted the Professional Development Program at its' Semi Annual Meeting in November. Details of the program can be found on our website. With the launch of the new website this winter, members are now able to log in to the members only section of the website and keep track of their continuing education online for 2014. Members are encouraged to update their profile regularly and keep any documentation pertaining to meetings, conferences etc... in case they are selected for an audit.

Communications Committee Report

No Report

Scholarship Committee Report Rebecca Sooksom, P.Ag.

Committee Member: Rebecca Sooksom

No Report

Honours & Awards Committee Report Peter Burgess, P.Ag.

Committee Members: Peter Burgess (Chair)

Each year, the NSIA Honours & Awards Committee recognizes life achievements, dedication, and outstanding contribution to agriculture in Nova Scotia. Awards are presented at the Annual Meeting in the spring.

In addition to the NSIA Awards, the family of the late C.A. Douglas allows the NSIA to facilitate and administer the presentation of the C.A. Douglas Award recognizing an outstanding agriculture extension worker providing public service in the province of Nova Scotia.

NSIA Council has approved the following awards for 2014:

Distinguished Agrologist Award – Dale McIsaac

Distinguished life Member Award – Jim Goit

Honorary Member Award – Dirk van Loon

Outstanding Farmer Award – Sugar Moon Farms, Quita Gray and Scott Whitelaw

Outstanding Young Agrologist Award – Brad McCallum

C. A. Douglas Award – Erin Smith

Nominations & Elections Committee Report Brad McCallum, P.Ag.

Committee Members: Brad McCallum (Chair)

As you may be aware, this Annual General Meeting of the NSIA will mark the first with the reduced council size from twelve to nine people. As a result all positions on council are vacant and we elected nine councilors.

Three members from the 2013/14 council agreed to sit for another three year term. They are Av Singh, Keith Fuller and Becky Sooksom. Peter Burgess is the new president in a two year term and Janette McDonald is past president in a two year term.

We have four new councilors for the 2014/15 year. They are Monica Sani-Berry (2 year term), Jacqueline Hoyt, Michael Devanney and Carolyn van den Heuvel all in one year terms.

Finance Committee Report Janette McDonald, P.Ag.

Committee Members: Janette McDonald (Chair), Brad McCallum, Laurie Eagles

No Report

CNMP Committee Report Keith Fuller, P.Ag.

Committee Members: Keith Fuller (Chair), Amy Sangster, Sarah MacDonald, Beth Densmore, Laurie Eagles

There were thirteen NSIA members who registered to retain their NSIA NMP certification status for the 2013-14 fiscal year and no new applications for NMP certification status were received. Some time was spent by the committee on behalf of the NSIA in attempting to lead a review of the NSDA's Nutrient Management Program. A steering committee, consisting of representatives from the NSIA, NSFA, Dalhousie University, NSDA and industry was struck to develop an application to the NSDA's *GF II Home Grown Success* program for funding to conduct the review. The initiative is currently on hold while a funding formula for the review is explored. In the year ahead, the committee plans to focus on providing professional development and continuing education support for NSIA's certified nutrient management planners. I would like to thank Amy Sangster, Beth Densmore, Sarah MacDonald, Bob Vair and Laurie Eagles for their

time and efforts in serving on this committee.

Agrologist Club Committee Report

Jean Lynds, P.Ag.

Committee Members: Jean Lynds

The Agrology Club resumed in January with Anna Giddy and Robyn MacCallum providing leadership to the group. There were approximately 20 members from various programs across the Agricultural Campus. Although they each had individual interests they shared a common pride and commitment to local and global agriculture.

Club members were invited to several workshops and seminars including the NSIA Lunch and Learn, Atlantic Grains Symposium, Biodynamic Farming, Market Garden workshop and a trip to Sugar Moon Farm. Unfortunately the Meet the Grads dinner was cancelled due to inclement weather. Participation in these events can be challenging for the students as they often conflict with classes or other commitments but it is great to have them involved when they can. It is a great opportunity for students to network with people in the industry in which they will eventually be part of - and a great opportunity for industry to interact with students who are offering fresh ideas, skills and technologies to agriculture.

Unfortunately we were not able to organize a full group activity this year, but I hope the Agrology Club will resume activities in September so they can continue to explore and contribute to the agricultural industry.

White Owl Accounting Services



April 7, 2014

To the Board of Directors of
Nova Scotia Institute of Agrologists
Perennia Innovation Park
60 Research Drive
Bible Hill, NS B6L 2R2

Re: Financial Statements Review for the year ended December 31, 2013

I have reviewed the financial statements of Nova Scotia Institute of Agrologists for the year ended December 31, 2013.

Management is responsible for the preparation and fair representation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

My responsibility is to express an opinion on these financial statements based on my review of financial documentation. The review involved verifying documentation of sample accounting entries, and in this regard no errors or omissions have been found.

It is noted that changes have been made to the organization's record keeping based on recommendations from the previous fiscal year end, such as upgrading to electronic software, and attaining copies of cancelled cheques. These changes allow your organization to continue moving forward and to have better information available for internal control and decision-making.

Going forward, I would recommend that work continue to be done to secure documentation regarding scholarship funds managed by Dalhousie University and awarded by NSIA.

Regards,

A handwritten signature in blue ink, appearing to read 'Lynn Marie Mattie', written over a horizontal line.

Lynn Marie Mattie

NSIA COMPARATIVE DATA		Actual 2013	Budget 2013	Actual 2012	Budget 2012	Actual 2011
		Jan 01 to Dec 31		Jan 01 to Dec 31		Jan 01 to Dec 31
Income						
Investment Income	R1		\$2,075.00	\$2,081.63	\$2,050.00	\$308.47
NSIA Fees	R2	\$36,642.64	\$32,935.00	\$35,025.00	\$32,000.00	\$32,505.00
CNMP Fees	R3	\$650.00	\$600.00	\$550.00	\$800.00	\$800.00
Program Income	R4	\$1,995.00	\$3,000.00	\$1,680.00	\$3,000.00	\$3,600.00
Professional Development	R5					
Professional Stamp	R6					
Interest Income	R7	\$67.71		\$0.16		
AAWS 2010	R8					\$3,410.77
Strategic Plan	R9					\$7,875.00
Total Income		\$39,355.35	\$38,610.00	\$39,336.79	\$37,850.00	\$48,499.24
Expenses						
Advertising	E1		\$500.00	\$277.21	\$2,000.00	\$873.75
Bank Charges	E2	\$120.76	\$200.00	\$133.14	\$200.00	\$176.89
Council Expense	E3	\$749.14	\$300.00	\$483.56	\$500.00	\$520.13
Executive Director	E4	\$15,646.25	\$9,360.00	\$9,194.24	\$9,360.00	\$9,798.00
Photo-Copies/Printing	E5	\$1,011.14	\$500.00	\$438.54	\$500.00	\$443.80
Postage & Delivery	E6	\$379.28	\$500.00	\$403.00	\$500.00	\$321.17
Office Supplies	E7	\$801.73	\$500.00	\$4,306.09	\$3,000.00	\$372.27
Travel	E8	\$1,881.47	\$3,000.00	\$3,308.91	\$2,500.00	\$1,676.53
Admin Support	E9	\$1,135.00	\$1,380.00	\$460.00		
Printing	E10		\$250.00	\$279.74	\$250.00	
Phone	E11	\$640.35	\$780.00	\$532.74	\$345.00	\$345.00
Program Expense	E12	\$6,899.63	\$5,000.00	\$4,255.58	\$5,000.00	\$5,264.53
Professional Development	E13			\$0.00		
Agrologist Club	E14	\$200.00	\$1,000.00	\$606.83	\$1,000.00	\$670.46
Scholarships	E15		\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Professional Stamp	E16			\$0.00		
Insurance-Liability	E17	\$1,850.00	\$2,100.00	\$1,879.00	\$2,035.00	\$1,938.00
National Membership Fee	E18	\$2,430.00	\$2,420.00	\$2,450.00	\$2,390.00	\$968.00
AIC Foundation	E19		\$0.00	\$500.00	\$500.00	\$500.00
Accreditation	E20			\$0.00		
Wall of Honour	E21			\$0.00		\$954.50
Contract Labour - Website	E22		\$506.00	\$2,300.00	\$3,075.00	\$575.00
Professional Fees	E23	\$1,811.00		\$0.00		
Miscellaneous	E24	\$72.63	\$100.00	\$40.45	\$250.00	
Office Rental	E25	\$3,730.83	\$3,732.00	\$1,222.92		\$1,526.75
IT Service	E26	\$1,812.50	\$2,001.00	\$667.00		\$8,855.00
Regulatory Compliance	E27	\$2,430.00	\$2,420.00	\$2,450.00	\$2,390.00	\$0.00
Refund		\$130.00				
Total Expenses		\$43,731.71	\$38,549.00	\$38,188.95	\$37,795.00	\$37,779.78
Net Income Over Expenses		-\$4,376.36	\$61.00	\$1,147.84	\$55.00	\$10,719.46

**Nova Scotia Institute of
Agrologists
Balance Sheet As at 31/12/2013**

ASSET

Current Assets

Paypal	0.00	
Money Market Account	8,744.65	
NSIA & 50th Anniversary Scholarship	54,866.00	
CA Douglas Fund	33,212.00	
Chequing Bank Account	<u>2,417.86</u>	
Total Cash		99,240.51
GIC - Regulatory Compliance		4,880.00
Accounts Receivable	0.00	
CA Douglas Award Receivable	<u>0.00</u>	
Total Receivable		0.00
Purchase Prepayments		<u>0.00</u>
Total Current Assets		<u><u>104,120.51</u></u>

Capital Assets

Leasehold Improvements		0.00
Office Furniture & Equipment	0.00	
Accum. Amort. -Furn. & Equip.	<u>0.00</u>	
Net - Furniture & Equipment		<u>0.00</u>
Total Capital Assets		<u><u>0.00</u></u>

TOTAL ASSET		<u><u>104,120.51</u></u>
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LIABILITY

Current Liabilities

Accounts Payable		0.00
Regulatory Compliance Payable		0.00
GST/HST Paid on Purchases	<u>-183.29</u>	
GST/HST Owing (Refund)		-183.29
Prepaid Sales/Deposits		<u>0.00</u>
Total Current Liabilities		<u><u>-183.29</u></u>

Long Term Liabilities

Bank Loans	<u>0.00</u>
Total Long Term Liabilities	<u>0.00</u>
TOTAL LIABILITY	<u>-183.29</u>
EQUITY	
Owner's Equity	
Owners Contribution	0.00
Owners Withdrawals	0.00
Retained Earnings - Previous Year	108,680.16
Current Earnings	<u>-4,376.36</u>
Total Owners Equity	<u>104,303.80</u>
TOTAL EQUITY	<u>104,303.80</u>
LIABILITIES AND EQUITY	<u><u>104,120.51</u></u>

Generated On: 09/04/2014

NSIA 50 & 25 Year Membership Pins

The Nova Scotia Institute of Agrologists in 2003, as part of their 50th year Anniversary, instituted a program of recognition by providing 50 and 25 year pins to those members who have served the industry for those periods of time.

For 2014, we are pleased to present the following 50 year pins:

- Donald MacDonald

For 2014, we are pleased to present the following 25 year pins:

- Dawn Cormier
- Bill Cole
- Dr. Les Haley
- Terry Prescott
- Dr. Tarjei Tennessen
- Klaus Hellenbrand
- Dave Langille
- Kevin Sibley

Membership Certificates

The following members will be receiving their Membership Certificates at this Annual Meeting:

Articling Agrologists (A.Ag.)

- Andrew Kellock
- Caroline Wilson
- Kari Brown

Professional Agrologists (P.Ag.)

- Adam Wile
- Anndrea Hermann
- Erin MacPherson
- Jacqueline Moore
- Margot White
- Megan Balodis
- Melissa Fulton
- Dr. Paul Hildebrand
- Ramesh Eerpina
- Richard Jacobs
- Scott MacKenzie
- Terry McKay

Council Member Certificates

- Brad McCallum 2007 – 2014
- Dian Patterson 2011 – 2014
- Jean Lynds 2011 – 2014
- Karen Phillips 2012 – 2014
- Rachael Cheverie 2012 – 2014

Past President's Plaque

- Janette McDonald 2013 – 2014