



2017 Annual General Meeting



Nova Scotia Institute of Agriologists
April 26, 2017
Holiday Inn, Truro
info@nsagriologists.ca

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NSIA Council 2016-2017

Year	Name	Position
2nd	Carolyn Van Den Heuvel	President
3rd	Jacqueline Hoyt	Past-President Chair – Nominations Committee
2nd	Mike Devanney	Chair – Finance Committee, Membership Committee
1st	Chris Duyvelshoff	
3rd	Mohamed Farouk	
3rd	Keith Fuller	Chair – CNMP Committee
1st	Rosalie Madden	Chair – Program Committee
1st	Maxine MacLean	Chair – Agrology Club, Honours and Awards Committee
1st	Dawn Miller	
3rd	Rebecca Sooksom	Chair – PD Committee

Agenda

1. Call to Order
2. Welcome by President
3. Approval of Agenda
4. Moment of Silence
5. Approval of Minutes of November 22, 2016 Semi-Annual Meeting
6. Business Arising From Minutes
7. Reports
 - a. Registrar
 - b. Agrologists/Agronomes Canada
 - c. Committees of Council:
 - i. Agrology Club
 - ii. CNMP
 - iii. Honours and Awards
 - iv. Program
 - v. Professional Development
 - vi. Membership
 - vii. Act Modernization
8. Nominations and Elections
9. Financial Report
 - a. 2016 Financial Statements
 - b. Appointment of auditor
10. National Education Standard Working Group
11. Improving the Regulation of Agrology in Atlantic Canada
12. New Business
13. NSIA Pins
14. NSIA Membership/Councilor Certificates
15. Transfer of Presidency
16. Adjournment

Minutes Semi-Annual Meeting November 22, 2016

1. Opening

The annual meeting of the Nova Scotia Institute of Agrologists was called to order at 3:30 p.m. on November 22 2016 at the Hampton Inn and Suites, Truro, NS by President, Carolyn Van Den Heuvel. Quorum was established with eighteen members in attendance.

2. Welcome by President: President Van Den Heuvel welcomed all to the meeting.

3. Approval of the Agenda

Motion: Rosalie Madden moved and Jennifer Haverstock 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 the April 28, 2016 Annual Meeting

Motion: Jacqueline Hoyt moved and Becky Sooksom seconded that the minutes of the 2016 Annual Meeting be approved as circulated. **Carried**

ACTION: In future, the minutes of the previous semi-annual or annual meeting will be sent with the semi-annual or annual meeting notice.

6. Business arising from the Minutes

None

7. Reports

The following reports were presented to the membership:

a. Agrologists/Agronomes Canada – Laurie Eagles, P.Ag.

Please refer to Page 9 of the 2016 Semi-Annual Meeting Report.

b. Program Committee – Rosalie Madden, P.Ag.

Please refer to Page 10 of the 2016 Semi-Annual Meeting Report.

c. Membership Committee – Mike Devanney, P.Ag.

Please refer to Pages 12 of the 2016 Semi-Annual Meeting Report.

8. Financial Reports – Mike Devanney, P.Ag.

a. Comparative Income Statement and Balance Sheet

Please refer to Pages 15 and 16 of the 2016 Semi-Annual Meeting Report.

Mike presented a policy which was approved by Council, to review and adjust membership fees in accordance to the Consumer Price Index (CPI).

Motion: Mike Devanney moved and Mike Kittilsen seconded that membership fees will be reviewed by Council on an annual basis and will be, at a minimum, adjusted according to CPI every three years. The fees will be rounded to the nearest 5 or 10 dollars. **Carried**

Motion: Mike Devanney moved and Mohamed Farouk seconded to approve the unaudited financial statements to September 30 2016 as submitted. **Carried**

b. Budget 2017

Please refer to Page 17 of the Semi-Annual Meeting Report.

Motion: Mike Devanney moved and Maxine MacLean seconded to approve the 2017 budget as presented. **Carried**

9. Act Modernization Presentation – Carolyn Van Den Heuvel

Carolyn presented an update on the Act Modernization process including:

- a) Purpose
- b) Process
- c) Status
- d) Next steps

10. New Business

None

11. Adjournment

There being no other items of business, Maxine MacLean moved that the meeting be adjourned at 4:23 p.m.

Minutes recorded by Laurie Eagles

Registrar's Report

Status	December 31 2016		Dec 31 2015
Professional Agrologists	213		212
Articling Agrologist	7		3
Retired Agrologists	20		21
Distinguished Life Member	8		7
Distinguished Life Member Honorary	20		23
Associate Members	5		5
Students	1		1
Total	274		272

Agrologists/Agronomes Canada Report

The 2016 Annual General Meeting was held in Montreal in September. The following directors were unanimously elected as AAC Officers: David Lloyd-AIA, Chair; Al Scholz-SIA, Vice-Chair; Jim Weir-MIA, Secretary-Treasurer. Al Scholz was nominated chair of the Operations Committee and those members were: Gary Bishop-NLIA, Laurie Eagles-NSIA, Guillaume LaBarre-OAQ and David Lloyd-AIA.

Since the year of incorporation in 2012, AAC continues to mature as board members and provincial institutes have acquired more knowledge of national and provincial issues faced by the agrology profession. A governance structure and a part time general manager are in place to ensure sound operations and project management. In the renewed Business Plan, the board realigned its mission and direction under three strategic objectives to focus on: 1) Competency based approach to the practice of agrology, 2) Recognition and promotion of the agrology profession, and 3) Governance and national presence.

All provincial institutes renewed their commitment to adopt a national education standard for entry to practice the profession of agrology in Canada.

The national body also supported a regional project to advance the profession of agrology in Atlantic Canada. The strategy is complete and approval is requested of the membership at the 2017 AGM.

Respectfully submitted,

Laurie Eagles, P.Ag.

Agrologists Club Report

No report.

CNMP Committee Report

Committee members are: Keith Fuller (Chair), Amy Sangster (Perennia), Ashley Coffin (Dal-AC), Amanda Eissess (NSFA), Rick Hoeg (NSDA) and Tim Marsh (SCIANS)

The committee approved one new Certified Nutrient Management Planner in 2016, Jennifer Haverstock.

Respectfully submitted,
Keith Fuller, P.Ag.

Honours and Awards Committee Report

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.

The 2017 award winners are:

Distinguished Agrologist – Peter Burgess, P.Ag.

Distinguished Life Member – Dr. Derek Anderson, P.Ag. (Retired)

Outstanding Young Agrologist – Jolene MacEachern, P.Ag.

Honourary Member – Carol Versteeg

Outstanding Farmer – Rhonda MacDougall and Jack Thomson

The 2016 NSIA Scholarship recipients were:

Mallory Meim (B.Sc. Agr. – Animal Science)

Brooke McNeil (B.Sc. Agr. – Animal Science)

Respectfully submitted,
Maxine MacLean, P.Ag.

Program Committee Report

Members: Laura Boudreau, Bettina Brown, Mike Burry, Laurie Eagles, Rosalie Madden, Janette McDonald

The role of the program committee is to organize programs and activities of benefit to our members. With the introduction of mandatory professional development, it is our goal to provide our members with current professional development and networking opportunities throughout the year. One of the Program Committee's objectives this year was to host events around the province to better accommodate the membership.

Maple Tour

On **Friday, March 24th, 2017** NSIA hosted an event centring on **Maple** in Cumberland County. At the first stop, participants visited Kevin McCormicks, a progressive 24,000 tree operation in Springhill. The second stop was for a pancake and sausage lunch (yum) and tour at Donkin's Sugar Camp in Fenwick. The third and last stop of the day was at Ripley Sugar Woods, a 16,000 tree operation with farmer's market sales, also in Fenwick. There were 20 participants and a good time was had by all!

Policy, Pizza, and a Pint

Policy, Pizza, and a Pint was held on **March 7th, 2017** at the Pond in Truro, NS. The topic was **Consumer Perceptions in the Livestock Industry** with speakers Daniel Muir (Traceability Coordinator, NSDA), Patti Wyllie (Egg Farmers of NS), and Chris De Waal (Getaway Meat Market). *This event was purposefully held close to campus to draw in the student population and get them engaged with NSIA.* We had 40 people in attendance at this event, 16 members, 16 students, and the rest speakers or non-members.

"A good format and a nice, informal venue. Great chance to catch up with old colleagues."

"Overall great job! I will definitely be taking part in more of these."

–Policy, Pizza, and a Pint participants

NSIA Semi-Annual Meeting

The **NSIA Semi-Annual Meeting** was held in Truro, NS on **November 22nd, 2016**. There were 40 attendees. Presentations were given by Dal-AC graduate students, including Lindsey Gillard on diets for juvenile striped bass, Carolyn Mann, A. Ag, on soil health, Rachel Rix on pesticide exposure in honey bees, and Xujie Li on reducing microbial load on hatching eggs. Heather McLean, P.Ag. and Dr. Stephanie Collins also spoke about using insect protein as a feed source in animal production and in aquafeeds.

NSIA Fall Tour: Agriculture on the South Shore

The **NSIA Fall Tour** had 24 participants and was generously sponsored by Perennia Food and Agriculture, Inc. On **October 14th, 2016**, NSIA members and guests met at the Elmwood Winery in Bridgewater, NS. Owner Bruce Wright gave a dynamic tour of the certified organic vineyard. From there, attendees traveled to Out to Pasture Farm in West Northfield, NS where Kevin Veinotte showcased his soon-to-be-launched abattoir and poultry processing plant. Kevin also gave a tour of

his organic Christmas tree production and highlighted some of the ecological management practices that his family has undertaken. A delicious lunch was catered by Jeffrey MacNeil of Rime Restaurant using local ingredients. The day wrapped up with a tour of DeLong Farms Christmas Tree operation in New Germany. Ralph and James DeLong broke down some of the economic and logistical challenges of Christmas tree farming, and spoke very highly of their relationship with Dalhousie

"I liked the variety of the Tour, and the different industries represented. The hosts were all extremely knowledgeable and good speakers. I took something away from each stop."

– NSIA Fall Tour participant

University's Christmas Tree Research Centre. An evaluation was distributed to attendees. All respondents asserted that they had learned something and rated the Tour highly, stating that they would recommend NSIA events to others!

Annual Meeting – Industry Engagement: Growing Together

The **annual meeting of the Nova Scotia Institute of Agrologists** took place on **April 28th, 2016** at the Holiday Inn in Truro, NS and coincided with the Honours and Awards Banquet held that evening. The event was generously sponsored by Stella Jones and the Nova Scotia Federation of Agriculture. Greater than 30 members were in attendance at the annual meeting. Simeon Roberts gave a presentation on the issues and challenges of membership/industry engagement. This was followed by Theresa Richards, ACORN Executive Director, who gave a presentation on ACORN's successes, opportunities, and lessons learned about membership engagement. Following the presentations, an open discussion was had.

“When people are financially invested, they want a return. When people are emotionally invested, they want to contribute.”

– Simon Sinek

We are always looking for topics and speakers for events so if you have ideas you would like to share please pass them on to Laurie Eagles.

Respectfully submitted,

NSIA Program Committee

Professional Development Committee Report

Committee members: Becky Sooksom (Chair), Treasa Pauley, Erin MacPherson and Racheal Cheverie

Compliance Report to April 24, 2017

Year	# Regulated Members	# Noncompliant	Audit
2014	228	19	Complete
2015	219	33	Complete
2016	220	73	In Progress

Respectfully submitted,

Becky Sooksom, P.Ag.

Membership Committee Report

Committee members: Mike Devanney (Co-Chair), Peter Burgess, Kevin Keys, Dale MacIsaac, Karen Nelson

The membership application tools developed over the past 2 years have allowed the Membership Committee to more accurately and efficiently assess applications. The standard set out in the Membership Committee Terms of Reference (application assessment 2 weeks prior to Council meetings) was upheld during the year.

The committee is engaged in providing feedback to the National Education Standard Working Group. NSIA is represented on this national working group by Membership Committee Chair-Mike Devanney. A national education standard is crucial not only for the national branding of Professional Agrologists and interprovincial labour mobility, but also as a critical component to a revised NS Agrologists Act.

While the assessment of applications to NSIA and progress on the national education standard are the top priorities for 2017-18, the committee will look to make progress on other initiatives including: reviewing the Articling Agrologist program, the assessment of international applicants, and membership categories.

Respectfully submitted,

Mike Devanney, P.Ag.

Act Modernization Committee Report

The Act Modernization Committee was established as an ad hoc committee to manage the Act modernization process. The committee consists of:

Carolyn Van Den Heuvel (Chair)	Jacqueline Hoyt
Peter Burgess	Dawn Miller
Jennifer Haverstock	

The Committee continues to work towards its objective of submitting a proposal to have the Agrologist Act updated. The Committee has reviewed the current Act and identified desired outcomes of the review.

There are components of the proposal that require further development and are impacted by ongoing initiatives of Council such as review of education standards and member designations.

In early 2017 a new Policy for Self-Regulated Professions was passed and will impact the work of the committee. A representative of the Fair Registration Practices Act division joined the last committee meeting to review some basic requirements of self-regulated bodies and the newly adopted policy. The policy outlines the process and requirements for self-regulated bodies proposing changes to legislation. The committee will be reviewing this policy and following the process accordingly.

Nomination Committee Report

This year four councilor's terms have expired. So, this leaves Council with (4) three-year year term vacancies. Leaving Council are: Rebecca Sooksom, Keith Fuller, Mohamed Farouk, myself Jacqueline Hoyt, re-offered for another three-year term.

Nominations were sent out to the membership in late February with e-mail reminders sent out in March. We had four nominations by the deadline of March 15th.

Nominations for three-year terms are as follows:

Jacqueline Hoyt – Agriculture Leadership Coordinator, NSDA – 3-year term

Dr. Diane Dunlop – Assistant Professor/Academic Advisor, Dalhousie Agriculture Campus – 3-year term

Terry Prescott – Cavendish Agri-Services – 3-year term

Tom Harz – Operations Manager, N-Viro – 3-year term

We did not require an election and all nominees have accepted their nominations to Council.

Respectfully submitted,

Jacqueline Hoyt, P. Ag.

Financials: Income Statement to December 31 2016

	Actuals	Budget
Income		
NSIA Fees	\$34,340.00	\$35,000.00
CNMP Fees	\$550.00	\$550.00
Program Income	\$2,245.00	\$2,500.00
Project Revenue	\$10,141.16	\$1,000.00
Interest Revenue	\$172.86	0.00
Misc. Revenue	\$25.00	\$100.00
Total Income	\$47,474.02	\$39,150.00
Expenses		
Admin Support	\$1,380.00	\$1,350.00
Agrologist Club	0.00	\$500.00
Bank Charges/PayPal	\$418.07	\$500.00
Communications	\$503.70	\$1,000.00
Council Expense	\$85.10	\$100.00
Executive Director	\$15,718.50	\$14,700.00
Insurance	\$1,614.00	\$1,600.00
IT Service	\$2,001.00	\$2,000.00
Miscellaneous	0.00	\$100.00
National Membership Fee	\$2,190.00	\$2,230.00
Office Rental	\$3,921.08	\$4,000.00
Office Supplies	\$870.94	\$650.00
Phone	\$598.98	\$600.00
Professional Services	\$528.30	\$500.00
Program Expense	\$3,720.99	\$4,000.00
Project Expense	\$10,141.16	0.00
Regulatory Compliance	\$7,310.28	\$2,440.00
Strategic Initiatives	0.00	\$3,000.00
Travel	\$220.00	\$500.00
Website	\$345.00	\$500.00
Total Expenses	\$51,567.10	\$40,270.00
Net Income Over Expenses	-\$4,093.08	-\$1,120.00

Financial: Balance Sheet to December 31 2016

ASSET

Current Assets

Paypal	37.50	
Money Market Account ***	1,502.08	
Chequing Bank Account	5,662.80	
GIC - Regulatory Compliance	12,326.88	
Total Cash		19,529.26
Accounts Receivable	400.00	
Total Receivable		400.00
Purchase Prepayments		0.00
Total Current Assets		19,929.26

*** Restricted Account

Capital Assets

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

TOTAL ASSET 19,929.26

LIABILITY

Current Liabilities

Accounts Payable		0.00
Total Current Liabilities		0.00

Long Term Liabilities

Bank Loans		0.00
Total Long Term Liabilities		0.00

TOTAL LIABILITY 0.00

EQUITY

Owner's Equity

Owners Contribution		0.00
Owners Withdrawals		0.00
Retained Earnings - Previous Year	18,991.36	
Current Earnings	937.90	
Total Owners Equity		19,929.26

TOTAL EQUITY 19,929.26

LIABILITIES AND EQUITY 19,929.26

Financial Statement Review Letter

April 3, 2017

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

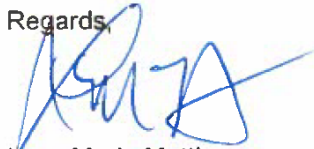
Re: Financial Statements Review for the year ended December 31, 2016

I have reviewed the financial statements of Nova Scotia Institute of Agrologists for the year ended December 31, 2016.

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.

Regards,



Lynn Marie Mattie

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 2017, we are pleased to present the following 25 year pin:

George MacIntosh
Greg Cox

NSIA Membership Certificates

The following members will receive their Membership Certificate at this annual meeting.

Professional Agrologists:

Caitlin Congdon
Jeff Gunn
Ross MacNeil
Paige McCarron
Daniel Muir
Peter Swetnam
Gabriel Teno
Rachel West

Articling Agrologist:

Emily Davis
Carolyn Mann
James Stephens

Council Certificates

The following councilors have completed their terms on council and are presented with certificates of appreciation:

Mohamed Farouk	2016 to 2017
Becky Sooksom	2013 to 2017
Keith Fuller	2024 to 2017

Past President's Plaque

Carolyn Van Den Heuvel 2016-2017