



2019 Annual General Meeting



April 24, 2019

Holiday Inn, Truro

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NSIA Council 2018-19

Name	Term Expiry	Position
Dawn Miller	2019	President
Mike Devanney	2018	Past President
Jonathan Wort	2021	President Elect
Maxine MacLean	2019	Chair, Membership Committee
Adam Cochrane	2019	Co-Chair, CNMP Committee
Jacqueline Hoyt	2020	Co-Chair, Program Committee
Tom Harz	2020	Secretary-Treasurer
Terry Prescott	2020	Co-Chair, CNMP Committee
Ross MacNeil	2021	Co-Chair, Program Committee
Dr. Lord Abbey	2021	

**Nova Scotia Institute of Agrologists
Annual General Meeting
April 24, 2019
Holiday Inn, Truro**

Agenda

- 1:00 pm** **Registration Opens**
- 1:30 pm** **Presentation “Looking Forward from 38 year of Practicing Agrology”
- Dr. Claude Caldwell**
- 2:45 pm** **Nutrition Break**
- 3:00 pm** **NSIA Business Meeting**
- Call to Order and Welcome** – Dawn Miller, P.Ag.
 Declaration of Quorum
 Approval of Agenda
 Moment of Silence
- Approval of November 20, 2018 Annual Meeting Minutes**
- Business Arising from the Minutes**
- Reports**
- a. Registrar
- b. President’s
- c. Agrologists/Agronomes Canada
- d. Committees of Council:
- i. Act
- ii. Agrology Club
- iii. Atlantic Agrology Network
- iv. CNMP
- v. Honours and Awards
- vi. Membership
- vii. Programs
- viii. Professional Development Program
- ix. Nomination
- Financial Report-** Kara Saville
 December 31, 2018 Yearend NSIA Financial Report
 Appointment of Auditor
- New Business**
- Presentation of Certificates & Plaques-** Maxine MacLean, P.Ag.
- Transfer of Presidency**
- 5:00 pm** **Closing Comments and Adjournment**

Registrar's Report

Status	December 31 2018	Dec 31 2017
Professional Agrologists	171	216
Articling Agrologist	11	8
Leave of Absence Members	5	0
Retired Agrologists	24	24
Distinguished Life Member	7	7
Distinguished Life Member Honorary	20	23
Associate Members	4	4
Students	2	1
Total	244	283

President's Report

This past year has been a steady one for the NSIA, now settled in to a new relationship with the Agri-Commodity Management Association (ACMA) managing our day-to-day activities and making progress on some important areas.

The National Education Standard (NES) has been finalized. While provincial Institutes work towards full implementation, Agrologists/Agronomes Canada (AAC) continues to work on evaluating and reporting back on that progress. Related to the NES has been on-going communications with Dalhousie Agriculture Campus on identifying eligible courses and working to ensure that their programs meet the Education Standard. The NSIA is very appreciative of the efforts by Dal AC on this front and we look forward to our continuing relationship with the campus in the development of Agrologists to go out and contribute in our region and across the country.

The Act Review Committee, working with Department of Agriculture staff, has reviewed all areas of the Agrologists Act and we are working with NSDA in preparing to move along in the next steps of updating the Act. While timelines remain uncertain in this activity, the forward movement in this work has been heartening after a lengthy period of stagnation on this front.

Partnership has been an important theme of this past year. In addition to the forward momentum with AAC, Dal AC, and NSDA, we continue to work with the other Institutes in the Atlantic region in identifying and building areas of cooperative effort to support Agrologists around the East Coast. We look forward to this continuing relationship with our Atlantic partners.

As we move in to a new year, we will continue to work on these areas and make every effort to develop momentum in other areas relevant to the people working in and influencing the agri-food industries of Nova Scotia. It has been a pleasure to serve as President of NSIA this year and I look forward to my role as Past President as we welcome new Council members.

Respectfully submitted,

Dawn Miller, P. Ag.
President, NSIA

**Nova Scotia Institute of Agrologists
Semi-Annual General Meeting
November 20, 2018
Holiday Inn, Truro**

Minutes

Call to order

President Dawn Miller called the meeting to order at 2:17pm and thanked everyone for joining the meeting. Dawn reviewed some of the big projects underway so far this year at NSIA, including work on the Act, Atlantic Agrologist Workshop, and Implementation of the National Education Standard

Declaration of Quorum

President Dawn Miller declared quorum was established for the meeting.

Approval of agenda

It was moved by Peter Duinker and seconded by Lord Abbey to approve the agenda as circulated. Motion carried.

Moment of Silence

A moment of silence was held for all colleagues who have passed away over the past year.

Approval of April 25, 2018 Annual Meeting Minutes

It was moved by Mike Devanney and seconded by Jolene MacEachern to approve the minutes from April 25, 2018 as circulated. Motion carried.

Business Arising from Minutes

No business arising from the minutes.

Financial Report

Administrator, Kara Saville presented the NSIA September 30, 2018 financial report. Specifically, she made note of the additional ACMA extra hours expense due to unexpected streamlining of policies and procedures in the office, the unexpected miscellaneous expense due to a CRA ruling and the bad debt expense when uncollectable membership dues were written off. Kara also mentioned an anticipated small net loss this year but that there is sufficient cash flow to cover the loss and that it is not expected to carry over to future years.

It was moved by Tracy Kittleson and seconded by Jacqueline Hoyt to receive the September 30, 2018 financial report as presented. Motion carried.

2018 NSIA Operating Budget

Administrator, Kara Saville presented the draft 2019 NSIA Operating Budget. She highlighted the member revenue is based on the current membership list so it may increase. All of the other budgeted revenues and expenses have stayed relatively the same.

It was moved by Andrew Hammermeister and seconded by Ross MacNeil to approve the 2019 NSIA operating budget as presented. Motion carried.

Committee Reports

Committee reports were provided on pages 12 to 16 of the meeting report.

Presentations of the provided reports were made by:

Membership Committee

Maxine MacLean referred attendees to the Membership Committee report in the Semi-Annual Meeting Book. For her presentation she reviewed the current Articling program including downfalls and goals for improving. Maxine made the call for any members interested in mentoring to sign up on the circulated sheets in order to develop a pool of mentors available for incoming Articling Agrologists. She also reviewed the documents that the Membership Committee plans to compile to be available for mentors to use in the future.

Maxine announced that Council had approved the Membership Committee's recommendation to allow a mentor to claim 15 PD hours for each Articling Agrologist they are mentoring. The 15 hours can be applied to a single year or spread out over the two years they are mentoring the A.Ag.

Programs Committee

Jaqueline Hoyt reviewed the program report as provided. She thanked everyone who attended events and welcomed everyone to join future events.

Act Committee

Dawn Miller presented on the Act Committee's progress in the last year or less as provided. It was confirmed by Dawn that key stakeholders will be involved at the consultation stage and that our intent is to keep both right to title and right to practice.

Atlantic Agrology Network

Mike Devanney provided the report as provided.

It was moved by Andrew Hammermeister and seconded by Lord Abbey to approve the committee reports as presented. Motion carried.

New Business

Mike Devanney presented the background on developing the Technical Agrologist designation as well as the qualifications agreed to by the Atlantic Agrology Network as outlined on the document included in the Semi-Annual Meeting Book. He answered questions from membership related to the specifics of the Technical Agrologist designation.

Q: What are we asking Membership to approve?

A:

- To allow NSIA to incorporate a Technical Agrologist designation in the Act work being done;
- To allow NSIA to start accepting members based on the T.Ag. requirements approved by Council;
- To allow NSIA to sign an MOU between the four Atlantic Provinces allowing regional labour mobility for T.Ags

Action – amend the final clause on Articling requirements to say “active and/or employee in the industry”.

It was moved by Andrew Hammermeister and seconded by Jonathan Wort to approve the Technical Agrologist Designation as amended. Motion carried.

Presentation of Member Certificates

Membership Committee chair, Maxine MacLean presented certificates to nine new members as outlined on page 11 of the meeting report.

Closing Comments and Adjournment

President Dawn Miller mentioned each Council member and thanked them for their involvement. Once again, she thanked all members for taking time from their schedules to attend the meeting and mentioned we are always looking for Committee members and Councilors.

Motion by Maxine MacLean to adjourn at 3:44 pm.

Dawn Miller, President

Kara Saville, Recording Secretary

Income Statement
January 1 to December 31, 2018

	2018 Actual*	2018 Budget	2018 % of Budget	2017 Actual	2016 Actual
Note					
	Member Revenue				
	0.00	0.00	#DIV/0!	34,918.34	34,340.00
	26,849.90	31,000	86.61%	0.00	0.00
	977.25	150.00	651.50%	0.00	0.00
	1,450.00	1,350.00	107.41%	0.00	0.00
	450.00	400.00	112.50%	0.00	0.00
	20.00	100.00	20.00%	0.00	0.00
	500.00	500.00	100.00%	0.00	0.00
	1,000.00	400.00	250.00%	0.00	0.00
	400.00	600.00	66.67%	600.00	550.00
	0.00	0.00	#DIV/0!	750.00	25.00
	31,647.15	34,500.00	91.73%	36,268.34	34,915.00
	Other Revenue				
	2,478.30	2,750.00	90.12%	1,420.00	2,245.00
	125.46	150.00	83.64%	119.45	172.86
1	582.17	0.00	#DIV/0!	8,490.12	10,141.16
	0.00	100.00	0.00%	1,000.00	0.00
	3,185.93	3,000	106.20%	11,029.57	12,559.02
	34,833.08	37,500	92.89%	47,297.91	47,474.02
	Expenses				
	0.00	500.00	0.00%	0.00	0.00
	305.83	250.00	122.33%	322.55	418.07
	0.00	1725.00	0.00%	0.00	0.00
2	655.43	200.00	327.72%	0.00	85.10
3	268.73	500.00	53.75%	0.00	503.70
	0.00	0.00	#DIV/0!	5,785.00	15,718.50
	0.00	0.00	#DIV/0!	4,444.52	0.00
	7,000.00	7,000.00	100.00%	0.00	0.00
	8,472.00	3,968.00	213.51%	0.00	0.00
3	0.00	0.00	#DIV/0!	131.02	0.00
3	0.00	0.00	#DIV/0!	8.10	0.00
	158.72	300.00	52.91%	572.80	870.94
	0.00	500.00	#DIV/0!	0.00	220.00
	0.00	0.00	#DIV/0!	690.00	1,380.00
	0.00	0.00	#DIV/0!	321.34	598.98
	5,036.59	4,000.00	-125.91%	3,735.09	1,573.36
	500.00	500.00	100.00%	250.00	0.00
	81.70	750.00	10.89%	0.00	0.00
	0.00	0.00	#DIV/0!	95.34	2,147.63
	1,625.00	1,615.00	100.62%	1,614.00	1,614.00
	1,820.00	2,200.00	82.73%	2,080.00	2,190.00
	250.00	600.00	41.67%	528.30	528.30
4	3,255.60	7,500.00	43.41%	0.00	0.00

5	Miscellaneous	3,503.89	250.00	1381.56%	1,256.95	0.00
	Project Expense	0.00	0.00	#DIV/0!	6,059.95	10,141.16
	Rent	0.00	0.00	#DIV/0!	1,982.45	3,921.08
	IT Service	0.00	0.00	#DIV/0!	1,046.50	2,001.00
	Regulatory Compliance	0.00	0.00	#DIV/0!	2,440.00	7,310.28
6	Regulatory Compliance Fund	2,440.00	2,440.00	100.00%	0.00	0.00
	Website	242.00	500.00	48.40%	0.00	345.00
7	Ethics Course Exp	250.00	500.00	100.00%	500.00	0.00
8	Bad Debt Expense	1,910.00	0.00	#DIV/0!	0.00	0.00
	TOTAL EXPENSES	37,775.49	35,798.00	105.52%	33,863.91	51,567.10
	NET INCOME	-2,942.41	1,702.00	-173.88%	13,434.00	-4,093.08

**Balance Sheet
December 31, 2018**

	December 31, 2018	December 31, 2017	
ASSET			
Current Assets			
	PayPal	235.75	0.00
	Money Market Account	1,583.65	1,565.54
	Chequing Bank Account	13,419.32	11,689.17
	GIC - Regulatory Compliance	17,548.74	14,995.73
	Total Cash	32,787.46	28,250.44
9	Accounts Receivable	1,196.12	2,782.49
	Total Receivable	1,196.12	2,782.49
	Purchase Prepayments	0.00	0.00
	Total Current Assets	33,983.58	31,032.93
	TOTAL ASSET	33,983.58	31,032.93
LIABILITY			
Current Liabilities			
	Accounts Payable	1,021.20	260.65
	Deferred Regulatory Compliance Fund	4,880.00	2,440.00
	Deferred Project Revenue	2,686.85	0.00
	Total Current Liabilities	8,588.05	2,700.65
Long Term Liabilities			
	Bank Loans	0.00	0.00
	Total Long Term Liabilities	0.00	0.00
	TOTAL LIABILITY	8,588.05	2,700.65
EQUITY			
Owners Equity			
	Retained Earnings - Previous Year	28,332.28	14,898.28
	Current Earnings	-2,936.75	13,434.00
	Total Owners Equity	25,395.53	28,332.28
	TOTAL EQUITY	25,395.53	28,332.28
	LIABILITIES AND EQUITY	33,983.58	31,032.93

Notes:

1. Revenue from hours billed to NLIA, NBIA and PEIIA for hours spent on Technical Agrologist project through Atlantic Agrology Network (AAN).
2. Governance Workshop and travel to FRPA presentation on Labour Mobility Legislation in Nova Scotia.
3. Printing and Postage
4. Budget line includes \$2,500 for activities with AAN and \$5,000 for activities related to the Act Amendment.
5. Expenses related to a CRA ruling.
6. This is used to restrict funds to be used in the event of a Regulatory Compliance issue.
7. \$250 should have been posted to list line but was posted as a Programs Expense for 2018.
8. Expense for old membership due billed but not collected.
9. A portion of this amount may become a Bad Debt Expense in 2019 but collection efforts continue.

Financial Statement Review Letter



March 26, 2019

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, 2018

I have reviewed the financial statements of Nova Scotia Institute of Agrologists for the year ended December 31, 2018.

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,

A handwritten signature in blue ink, appearing to read 'Lynn Marie Mattie', with a long horizontal flourish extending to the right.

Lynn Marie Mattie

Agrologists/Agronomes Canada Report

AAC is working with a RANA Developments, a consultant who was retained to begin the collection and assimilation of data pertaining to each institutes interpretation and methodology to implementing the National Entry to Practice Education Standard (NES).

The work is divided into 4 phases,

- Phase 1 relates to Institute self-assessment of the institutes readiness and willingness to activate implementation in daily operations. This was accomplished by the consultant contacting and interviewing designated respondents from each Institute of Agrology using a set of standard questions. The information was summarized for each Provincial Institute in an information table, including an implementation score. All information collected is the result of respondent information and no interpretation was applied. This phase is complete and has been distributed to AAC board members to be discussed at the next meeting.
- The purpose of Phase 2 was for the consultant to compile information on the tools and methodologies used by each of the institutes to collect or verify information from an applicant in determination of the compliance with the NES. This report is now in front of the steering committee with hopes of having it available for the next AAC board meeting.

Phases 3 and 4 have to do with relationship development with post-secondary institutions and the development of a sustainable model respectively. It is anticipated that this work will continue in 2019/20 the scope of which could be adjusted following discussion of the information collected in Phase 1 and 2.

Respectfully submitted,

Tom Harz, P.Ag.

Committee Reports

Act Committee

The Act Modernization Committee was established as an ad hoc committee to manage the request for update to the Agrologists Act.

The committee consists of:

Carolyn Van Den Heuvel (Chair), Peter Burgess, Dawn Miller, Jennifer Haverstock, Tom Harz

With support provided by Kara Saville and Brad McCallum

The Committee continues to work towards its objective of submitting a proposal to have the Agrologists Act updated. A working group has been established with a representative of Nova Scotia Department of Agriculture, Natasha Power, to navigate through the recommended changes to the Act. This process has been advancing the work of this group significantly over the past year. The goal of the committee remains to have draft recommendations provided to Council and the membership for review.

Consultations will occur when the documents are available for review.

Respectfully submitted,

Carolyn Van Den Heuvel, P.Ag.

Agrology Club Report

No Report

Atlantic Agrology Network Report

Chairs: Adam Cochrane, Mike Devanney

The Atlantic Agrology Network (AAN) has been holding quarterly conference calls for over one year (began December 2017). The intention of these meetings are to share information between the four institutes and to advance on collaborative efforts as directed by the Atlantic Agrology Network MOU.

The first of these initiatives was the creation of a Technical Agrologist designation that would be consistent across the Atlantic region and allow for labour mobility. The designation is aimed at individuals with post-secondary and work experience relevant to the profession that are not able to meet the Professional Agrologist requirements as set out in the National Education Standard. Technical Agrologists would not necessarily have national labour mobility.

NSIA informed the other institutes of the successful vote on the Technical Agrologist (T.Ag) designation at the semi-annual meeting. Membership voted to:

1. Allow NSIA to incorporate a T.Ag designation in the Act work being done;
2. Allow NSIA to start accepting members based on the T.Ag requirements approved by Council;
3. Allow NSIA to sign an MOU between the four Atlantic Provinces allowing regional labour mobility for T.Ags.

NSIA will use the AAN calls to update as the T.Ag standard makes its way through NSIA's processes and eventually becomes an active membership designation.

To date the status of T.Ag designation in the other three institutes is as follows:

- PEIIA has approved the T.Ag designation and are working on implementing into bi-laws;
- NLIA has scheduled a T.Ag discussion for their April 24th AGM with email vote to follow. Result of vote expected in approximately two weeks from AGM;
- NBIA has yet to approve the T.Ag designation.

The T.Ag initiative is the first of two projects that the four institutes agreed to pursue in the Atlantic Agrology Network MOU. It is an excellent example of collaboration and sharing resources for mutually-beneficial outcomes and regulatory harmonization.

An Atlantic Agrology Newsletter with content provided by the four institutes will be a focus of the network in the coming year.

Respectfully submitted,

Adam Cochrane, P.Ag
Mike Devanney, P.Ag

Honours and Awards Committee

The Honours and Awards committee would like to recognize the following recipients for this year's awards.

Honorary Member – Doug Burris

Distinguished Farm – Keith Kinsman. K.B. Kinsman & Son Farm Ltd

Distinguished Agrologist – Erin Smith

Distinguished Life Member – Leslie MacLaren

Outstanding Young Agrologist – Michael Devanney

Respectfully submitted,

Maxine MacLean, P.Ag

Membership Committee

NSIA's Membership Committee has been implementing the policies and recently passed National Education Standard. These policies have streamlined the application intake process and improved application assessments. For the applications, these policies and processes are providing increased transparency and guided approach to becoming a member of NSIA.

Congratulations to the following new members of NSIA!

- Laura Anderson P.Ag.
- Gillian Fraser P.Ag.
- Najja Gallion A.Ag.
- Sarah Gatti-Yorke A.A.g
- Dara Pelkey-Field P.Ag.
- Deborah Stiles A.M.

Respectfully submitted,

Maxine MacLean, P.Ag

Programs Committee

Members: Jacqueline Hoyt (co-chair), Ross MacNeil (co-chair), Daniel Muir, Adam Wile, Caitlin Congdon and Seun Esan.

The role of the programs committee is to organize programs and activities of benefit to our members. It is our goal to provide our members with current professional development and networking opportunities throughout the year. Our committee worked hard to ensure programming was spread throughout the province and was not all centrally located.

Atlantic Agrology Workshop

This year the fall tour was combined with the Atlantic Agrology workshop. The theme of the workshop was Climate Change. The event which attracted members from NB, PEI and NS was held on October 17, 2018 at the Nappan Research Farm. There were 44 members in attendance, 5 non-members and 1 student member. The event started out with our guest speaker, Carl Duivenvoorden who is a member in NB as well as a Sustainability Consultant. Carl gave us a very engaging presentation and left us all with a lot to consider when it comes to climate change and the agricultural industry. Brad McCallum (ACMA) then spoke about the Maritime Beef Growth Expansion Strategy. Jonathan McClland (Cumberland Business Connector) then spoke about the Cumberland Red Meat Strategy. And the last speakers of the morning were Julie Bailey and Chris Ross (NSDA) who spoke about the Chignecto Isthmus (Marshlands) project. Lunch and break were provided by the Cumberland County 4-H Catering committee.

After lunch participants had a choice of two tour options. The first tour was Agriculture and Agri-food Nappan Research Farm as well as Doug Bragg Enterprises Ltd. The second tour was Broadfork Farm and Maritime Pride Eggs. All four tours went over very well with members.

NSIA Semi-Annual Meeting

Three Dal-AC students presented for the programming for the semi-annual meeting on November 20, 2018 in Truro. Lindsay Gillard a grad student spoke about her project using Butyric Acid as a feed supplement for the aquaculture industry. Janessa Henry is a graduate student working with poultry and is looking at using lighting to improve chick development. And finally, Morgan McNeil is a graduate student working with organic soil production. Morgan is specifically looking at weed management.

Policy, Pizza & a Pint Events

A Policy, Pizza and Pint session was held on Monday December 3, 2018 at the Pond in Bible Hill. Agricultural Trade was the topic for discussion. Speakers included: Brian Cameron (Dairy Farmers of NS), Mike Devanney (NSDA – Economist)

and Peter Rideout (Wild Blueberry Assoc.), Daniel Muir moderated the panel. There were about 15 members in attendance including a few students from Dal-AC.

A second Pizza, Pint and Policy session was held on February 19, 2019 at Paddy's Brew Pub in Kentville. The topic was: Food Security/Local Food Movement. Speakers included Karen Theriault (Feed NS), Av Singh (Green Gorilla) and Kelly Marie Redcliffe (Wolfville Farmers Market). 15 members attended.

Spring Tour – April 3, 2019

On a snowy and chilly April day, 10 NSIA members travelled to the Port Williams/Windsor area. The first stop was Wood n' Hive Honey where Alex Crouse and his wife Heather run this bee and honey operation. Alex gave us a wonderful and thorough tour. Next up was Big Falls Fish Growers Ltd, in Wolfville. This aquaculture hatchery grows Trout and sometimes other fish species, from the egg stage to smolt. For lunch we travelled to Windsor and had a wonderful late lunch with wine and craft beer tasting at Bent Ridge Winery and Cucina.

Respectfully submitted,

Jacqueline Hoyt, P.Ag.
Ross MacNeil, P.Ag.

Nominations Committee

The Nominations Committee of the Nova Scotia Institute of Agrolgists is responsible for finding qualified nominees for Council and to oversee the election policy.

The Nominations Committee makes an effort to ensure that Council is representative of membership, particularly as it pertains to employment sector. The Nominating Committee put forward the following names as Councilors for 2019:

Name	Years in Term	Term
Caitlin Congdon <i>Research Associate, Perennia</i>	3	1 st
Tracy Kittilsen <i>Program Manager, Dalhousie Faculty of Agriculture Extended Learning</i>	3	1 st

As the number of nominations was equivalent to the number of vacancies, no election was required. The nominees presented above have been acclaimed to Council.

Respectfully submitted,

Mike Devanney (Chair), Dawn Miller, Jonathan Wort

NSIA 25- & 50-Year Recognition

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.

Due to the increased difficulty in sourcing high-quality pins Council decided in 2019 to change recognition from a pin to a plaque.

For 2019, we are pleased to recognize the following 25-year members:

- Paul Brenton
- Derek Lynch
- Rhonda MacDougall

For 2019, we are pleased to recognize the following 50-year member:

- David Arenburg

NSIA Membership Certificates

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

Professional Agrologist:

Eke Iheshiulo
Vasanth Rupasingthe (reinstated)

Associate Member:

Deborah Stiles

Council Certificates

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

Michael Devanney 2014 - 2019

Adam Cochrane 2017 - 2019

Past President's Plaque