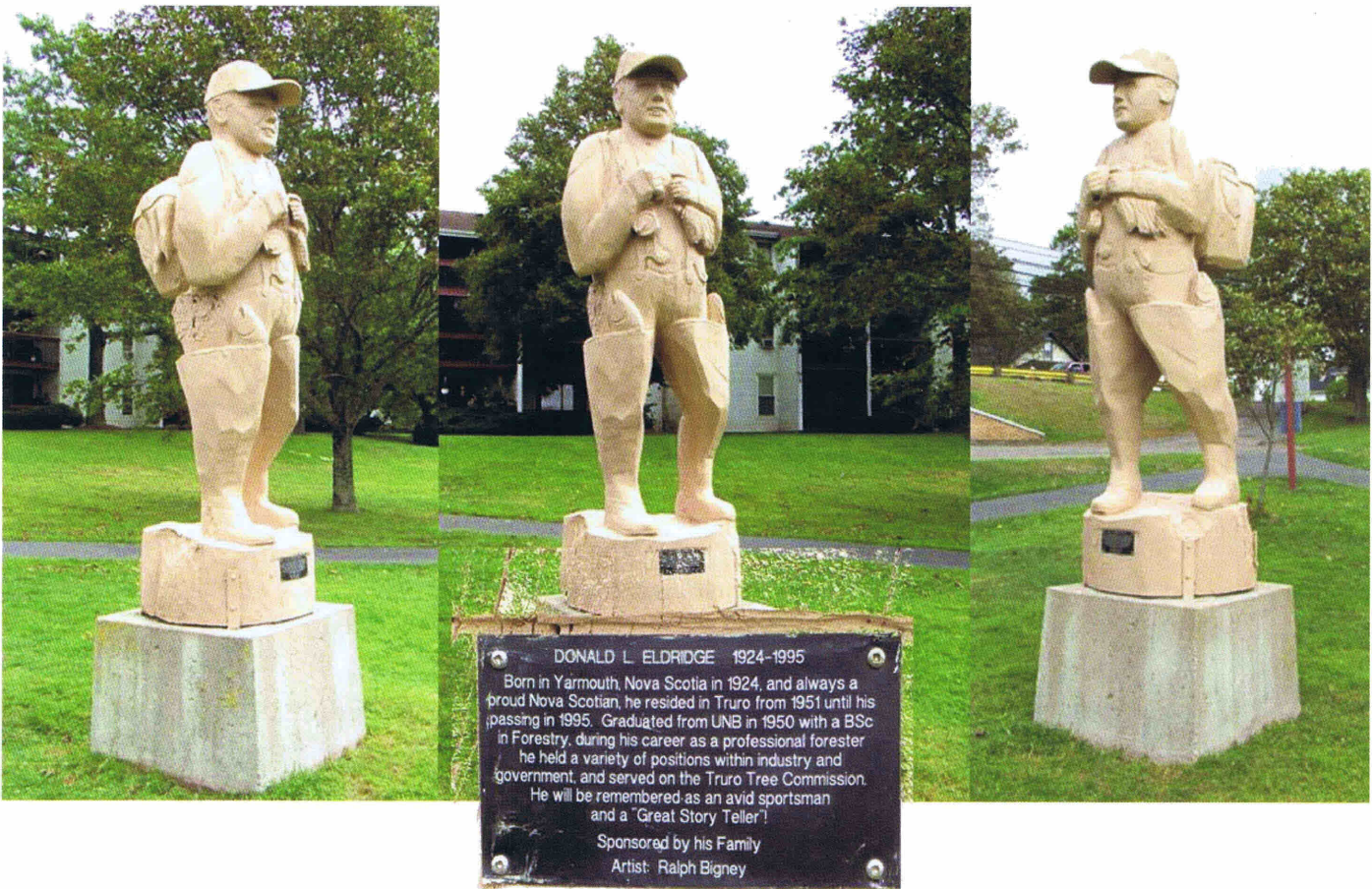


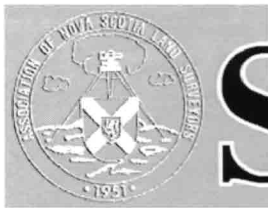
# THE NOVA SCOTIAN SURVEYOR

Fall 2010

No. 189



**This larger than life wooden statute of  
Don Eldridge, NSLS #65  
stands in the Truro Kiwanis Park**



# THE NOVA SCOTIAN SURVEYOR

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## THE NOVA SCOTIAN SURVEYOR

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## PRESIDENT'S REPORT

*Glenn Crews, NSLS*



How good it feels to be part of a professional organization like ours. We review history in every deed we research, record history with every mark in our field-books and yet are always looking to the future. I have traveled this country, meeting other land surveyors and each of us holds a deep pride for who we are and what we do. Our activities today shape the landscape of tomorrow for those who will follow.

There is little to report since the last issue of our magazine, but moreover I feel compelled to report the upcoming creation of Professional Surveyors Canada and what it means to us.

Our history is being written today. Figuratively speaking, we have reached a river. All of us! We can simply follow the river and hope to cross sometime later, or cross now. The Canadian Council of Land Surveyors (CCLS) is preparing to dissolve and realize the creation of Professional Surveyors Canada. CCLS addressed common issues for the licensing bodies, which was funded by those bodies. Professional Surveyors Canada has a much more ambitious agenda; to

continue to look after the eleven Canadian associations' concerns and also provide each individual Land Surveyor in Canada with a voice that will be heard across the country by businesses and governments.

Professional Surveyors Canada seeks to fulfill the continuing education requirements of the Canadian Land Surveyors. Technology, being what it is, can bring educational programs into our homes. However we need technical material that relates to surveying, business courses for our business owners and law courses to keep our boundary opinions synchronized with court decisions. This is a significant challenge for individual associations, especially smaller ones, like ours. Professional Surveyors Canada is looking to prepare and deliver seminars that will address these needs.

Professional Surveyors Canada expects to create a Land Surveyor's brand that will be recognized coast to coast. The engineers have an iron ring and doctors have a title, Doctor. While land surveyors apparently take pictures with their theodolite. With a recognizable brand, comes better understanding by the public of what we do. This will require a united effort by all practitioners.

The Ontario government has designated a private company to store information in that province, including surveyors' plans. This company may also sell the information, for the profit to other surveyors and the public, with no recognition or compensation for that intellectual property. That company is doing very well. Inevitably, they will seek other

information to enhance their products. Input our Location Certificate information and add the information from our Lot Grading Plans. That is a lot of free information. Indicate some snowfall, rainfall and sunshine amounts, add a Google Earth layer to our specific information and they have a nice product for a purchaser. We need an advocate for the protection of our intellectual property. I expect that our interests will be recognized by businesses and governments with the leadership of Professional Surveyors Canada.

More than 60 years ago, a small group of surveyors sought to establish a self-governing association and succeeded in 1951. There must have been hardships, yet they sacrificed their time, energy and money to create our present day Association. That is the same river of obstacles that we face today. The volunteers for Professional Surveyors Canada are making the time and possess the energy, but they need that initial funding when they are formally registered with the government in the coming weeks. It will take the vast majority of Land Surveyors in Canada to achieve this. That means we each must join Professional Surveyors Canada as an individual member. The funds raised by our dues will enable them to provide the initial services for our immediate needs. They will strengthen quickly with our early support and provide the necessary protection we'll need in the future.

Without our collective support there will be no national voice for Land Surveyors.

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## **EXECUTIVE DIRECTOR'S REPORT**

*F.C. Hutchinson, BA, NSLS, CLS*



"Time management and accountability" are items that we all struggle with. Whether it is finding time to clean the garage, pick up the kids from school, keep clients informed or complete projects in a timely manner. The list, of course, will vary from person to person but the theme is the same.

There are only so many hours in a day and days in a year; that's a constant. What you do with your time is a personal choice.

Do you make lists, set priorities and stick to a schedule or do you wing it from day to day with the priority being given to whoever makes the most noise? Yes, I know the phone keeps ringing, staff keeps asking questions and a call from home asks if you will be home for supper. We do live in a very fast paced society with technology literally coming out of your ears that keep you in touch with the world. So what should we do to gain some control over our daily lives?

Well, for starters, personal expectations are often too great and the lists too long. One needs to be realistic about what can actually be accomplished in a certain time frame. If you do not deal with time management and accountability in a controlled environment, stress will soon be an issue that will result in poor productivity and health problems. Too often, we allow the deadlines and

poor management practices of others to control our lives. Be realistic; do not assume a client's time table or problem to become yours unless you can guarantee delivery. To do otherwise usually requires creative excuses and is a recipe for high blood pressure.

Do I always heed my own advice and operate like a Swiss watch? Not by a long shot. Time management and accountability is something that I struggle with daily. Responsibilities extend to my family, employer, community involvement, hobbies as well as Association commitments as a member. Too often members tell me that they are not able to get involved in Association activities due to a host of reasons. All very valid but if some members never serve, who does? Members who put Association activities on their list and in their budget, that's who.

In the past two decades, our membership has been reduced in half from a high of 325 active members. There are fewer bodies to do the work that needs to be done. We do have staff to do a lot of the work and projects previously done by volunteers but there is still a need for the membership to be involved on a personal level, even if it only means attending meetings. We are a self-governing association. That means all members have a right as well as a responsibility to be involved in the management of association affairs. Not just a select few.

I was at a meeting early in my career listening to a senior member talk about his trip to a national convention. After the meeting I asked the gentleman what now seems to have been a very naïve question. "*How can you afford to attend these meetings*", I asked. "*How can I not*" was the reply.




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### **AGM Notice – New Business**

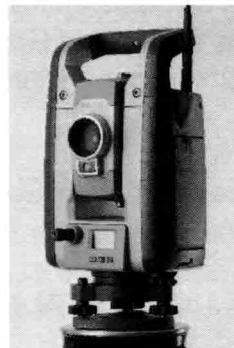
**Motions to be considered for approval at the October 28-30, 2010 AGM are as follows:**

1. Annual dues increase.
  2. Budget for 2011.
  3. New By-laws.
  4. New Code of Ethics.
-



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<b>COMMITTEE REPORTS</b> <b>2010</b>
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**ADMINISTRATIVE REVIEW**

The committee had a great start to the year, working on putting necessary documents in place. Things slowed up due to personal commitments and business. At this point the committee has completed the following items. A job description for the executive director has been developed and is in the review stages. This has been reviewed with the existing executive director. The final edits are being completed on this.

The performance management documentation has been developed and a review by the committee was completed. The executive director has been introduced to the document. Edits are to be done to fine tune the document. The new budget has been reviewed and comments provided to the executive director.

The new budget has been reviewed and comments provided to the executive director. The next stage in the process is to start the implementation stage of the performance management's activities. This process should start after the new the Annual General Meeting. This will allow the committee to sit down with the executive director in consultation with Council to determine the goals for the year and set time lines for the reviews.

Kevin Brown, NSLS  
Chair, Administrative Review Committee

=====

**COMPLAINTS COMMITTEE**

Following the 2009 AGM there were three complaints under active investigation by the complaints committee that were filed in the fall of 2009. One of the complaints was filed in November of 2009 by the same complainant against the same surveyor as in a previous complaint that was dismissed in September, 2009. The committee decided that it would not investigate this complaint on the basis that it repeated issues in the original complaint. The other two complaints filed in the fall of 2009 were dismissed in May, 2010.

The Committee consumed several hours dealing with objections from complainants in previous complaints filed in 2009 who were not satisfied with the committee's decision to dismiss their complaints. We attempted to explain the complaints process and the committee's duties and limitations when dealing with complaints and, although they were not happy with our decisions, they were at least given further opportunity to vent their displeasure. There has been no further correspondence in these cases.

So far, there has been one complaint filed in 2010, which has been dismissed. I am happy to report that at this time there are no active complaints before the committee.

Garry Parker, NSLS  
Chair, Complaints Committee

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## CONTINUING EDUCATION COMMITTEE

This past year has not been that active for the committee. A spring seminar was considered but the Special General Meeting of June 25<sup>th</sup> took priority for both time and organization. The meeting also provided the 15 points that would have been assigned to a full day seminar.

A half-day seminar is planned for the morning of October 29<sup>th</sup> in conjunction with the 2010 Annual General Meeting being held in Truro. This session will be eligible for 10 points when completing the 2010 Mandatory Continuing Education reporting form.

We are always looking for seminar topics as well as individuals to make presentations. There is a possibility that a Special General Meeting may be required to gain membership approval for survey standards in early spring. Hopefully this would not rule out the consideration of a seminar for May or June of 2011. The membership is reminded that there are many on-line courses and seminars sponsored by other groups that are very worthwhile. Just remember that education and enlightenment is a lifelong journey.

Fred Hutchinson, BA, NSLS, CLS  
Acting Chair – Continuing Education Committee

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## DISCIPLINE COMMITTEE

Since the last annual meeting, the Discipline committee rendered a decision on December 3, 2009 as a result of a Hearing in 2009. The decision and subsequent information is detailed on pages 16 and 17 of the summer issue of the Nova Scotian Surveyor. The final result was a six month suspension for the land surveyor from June 1 to December 1, 2010 and a fine of \$10,194 in costs. Suspension continues until assessed costs are paid.

The Committee takes their responsibility very seriously since decisions can have a negative impact on the career and livelihood of a member. Our new proposed legislation attempts to provide the complaint process greater ability to mediate and resolve matters that otherwise might be the subject of a Discipline Hearing. The objective being; greater cooperation towards a resolution, a faster process for the complainant and a less costly experience for all concerned.

Walter Rayworth, NSLS, NBLS, CLS  
Chair, Discipline Committee

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## GOVERNANCE COMMITTEE

The Governance Committee has continued to work on the generation of new governance documents for the Association.

### Act and Regulations

Since February, 2010, the Governance Committee has spent all of its efforts on the new Act and Regulations and the associated issues and concerns raised mainly by three past presidents. This has included meetings and communications with these three members, government representatives, the association executive, and council. As a result, a revised Act and Regulations was prepared and submitted at the end of April, 2010 to the membership



for consideration. Feedback was requested from the membership concerning the content of these revised documents and a special general meeting was held on June 25, 2010.

At this meeting, the Act and Regulations approved at the 2009 AGM were rescinded and a new Act and Regulations were approved. These documents have been forwarded to the Department of Natural Resources for advancement of the Act for approval at the fall 2010 sitting of the Legislature. The Association has received a letter from the Minister of Natural Resources concerning this and communication and discussions are on-going with government officials. The Association has also sent letters to the PC and Liberal parties asking for their support concerning the new Act. There has been response from the PC party and the Association will be meeting with them in early October, 2010. Assuming passage of the Act, the Association will then ask the Department of Natural Resources to request approval of the Regulations by Cabinet.

### **By-laws, Code of Ethics, Standards of Practice**

In late December 2009 and January 2010, the Governance Committee began working on the By-laws, Code of Ethics and Standards of Practice and continued to work on these documents since July 2010.

By-laws and Code of Ethics – a draft set of By-laws and Code of Ethics was discussed with Council on Sept 10, 2010 and then distributed to the membership for feedback. At the time of writing one zone meeting was attended by some members of the Governance Committee and attendance at others are planned. It is intended to submit these documents to the membership for approval at the 2010 AGM.

Standards of Practice – a sub committee (Carl Hartlen, Allen Hunter, Valerie George, Dave Steeves) have managed to get through this document, but there is still more work to do. Our plan is to continue working on this and then spend a couple of hours at the AGM to introduce it to the membership and highlight some of the ‘big ticket / hot topic’ items that were identified as we went through the process of review.

### **Council Policy Documents**

Part of the process of working through these documents has been the identification of the need for policy documents to help clarify the roles and responsibilities of various entities identified in the Act, Regulations and By-laws. Some of the information contained in these policy documents has been moved from the existing By-laws and some of it is new. Policy documents have been generated for the roles and responsibilities of:

- 1) Council (three separate documents)
- 2) The Executive Director
- 3) The President
- 4) The Vice President
- 5) The Immediate Past President
- 6) The Public Representative(s) on Council

These documents have been provided to the membership.

Dave Steeves, NSLS  
Chair, Governance Committee

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## MCE EVALUATION

The deadline for the 2009 MCE reporting year was March 1, 2010. The 2009 reporting year marked the 3<sup>rd</sup> and final year of the second three-year program since the inception of the MCEP. A total of 161 members were required to report and as of March 1<sup>st</sup> a total of 159 forms were received.

The two members who failed to report by the deadline were both invoiced with a \$100.00 fine. A total of 5 members were non-compliant with the requirements of the MCEP. One member failed to acquire the minimum of 20 points for the calendar year of 2009 and also the minimum total of 30 points over the three-year program under Category 2 of the MCEP. There were four members who reported a three-year total of 95 points. Of these, three were granted medical exemptions and as such were able to qualify under the program. All members with insufficient point totals were contacted and given an opportunity to reassess their point totals.

It was decided by Council that all non-compliant members be given an opportunity to make up their missing points in the 2010 MCE year. The delinquent members were required to sign an agreement to that effect. Failure to meet the requirements of the agreement for four members would result in a \$500.00 fine, while the fifth member is subject to a six-month suspension.

A total of 16 members retired during the last MCE Period (2007-2009 incl.).

Members wishing to have a point assessment for activities such as courses, seminars, community involvement, etc. outside of the jurisdiction of the ANSLs are encouraged to contact the Evaluation Committee in writing. Upon receipt of a request a decision will be sent within 30 days.

The Committee suggests that members attempt to acquire a bit more than the minimum points required under the program. There have been instances where members have incorrectly assumed point values for certain activities and upon submitting their Reporting Forms have found themselves deficient.

Special thanks to Fred Hutchinson and Sarah Rygiel for their continued assistance to the Evaluation Committee.

Thanks also to Buster Davison for agreeing to chair the Evaluation Committee for the next three-year MCE Period.

Mike Crant, NSLS  
Chair, MCE Evaluation Committee

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## NS BOARD OF EXAMINERS

This past year has been an active year for student activity. We have had six individuals register as student members and two student members qualified for their commission as a Nova Scotia Land Surveyor. New members are Jody Isenor, NSLS #637 and Matthew Bigney, CLS, NSLS, # 638. Both members had their survey projects reviewed by special examiners during the year and there are several students who have been assigned projects which remain incomplete to date. The total number of student members is presently 24.



Four student members wrote the Professional exam on August 13 and all were successful in receiving a passing grade. The Statute Law exam and the Land Surveyors Act, Regulations and By-laws exam have been combined into one single 3-hour exam. This action is an attempt to harmonize our exam process with the new labour mobility agreement under Chapter 7 of the Agreement on Internal Trade.

Discussions are ongoing with the eleven survey associations in Canada with a goal to amend the existing 2001 labour mobility agreement. A face-to-face meeting was held in Winnipeg in 2009 and there have been conference calls and many emails on the subject since then. There are still some concerns being expressed by the ANSLS representative on the proposed new agreement with respect to the survey project and formality of student articles.

The Board is working in full cooperation with the Canadian Board of Examiners for Professional Surveyors (CBEPS) and is now accepting academic certification from CBEPS which replaced the Atlantic Board of Examiners for Land Surveyors. John Conn and Joe Harvie are Nova Scotia's representatives on CBEPS. Several of our new student members have already obtained their CBEPS Certificate, leaving them with obtaining articulated time, writing a statute exam and completing a survey project. The ANSLS office also acts as a CBEPS examining centre twice a year.

A special thank you is extended to all Board members as well as special examiners for exam and project reviews.

John C. MacInnis, NSLS  
Chair, Board of Examiners

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## STRATEGIC PLANNING COMMITTEE

The Strategic Planning committee was active in 2010 to the extent that a draft copy of the Strategic Plan has been produced and will be forwarded to council before December. We met in Truro on February 24, 2010 and decided that a written plan was necessary. We developed a the frame work for the plan and also set out the process for completeing it. The first draft was completed by the end of March and by the end of April, it was reviewed and critiqued by the committee. We took the summer months to do further reviews and we are now ready to finalize the document.

This plan provides a Vision, Mission Statement and sets out our Strategic Goals for the period of 2010 to 2015.

Michael Allison, NSLS  
Chair, Strategic Planning Committee

## Survey Review Department

Report by Jim Gunn, NSLS, CLS

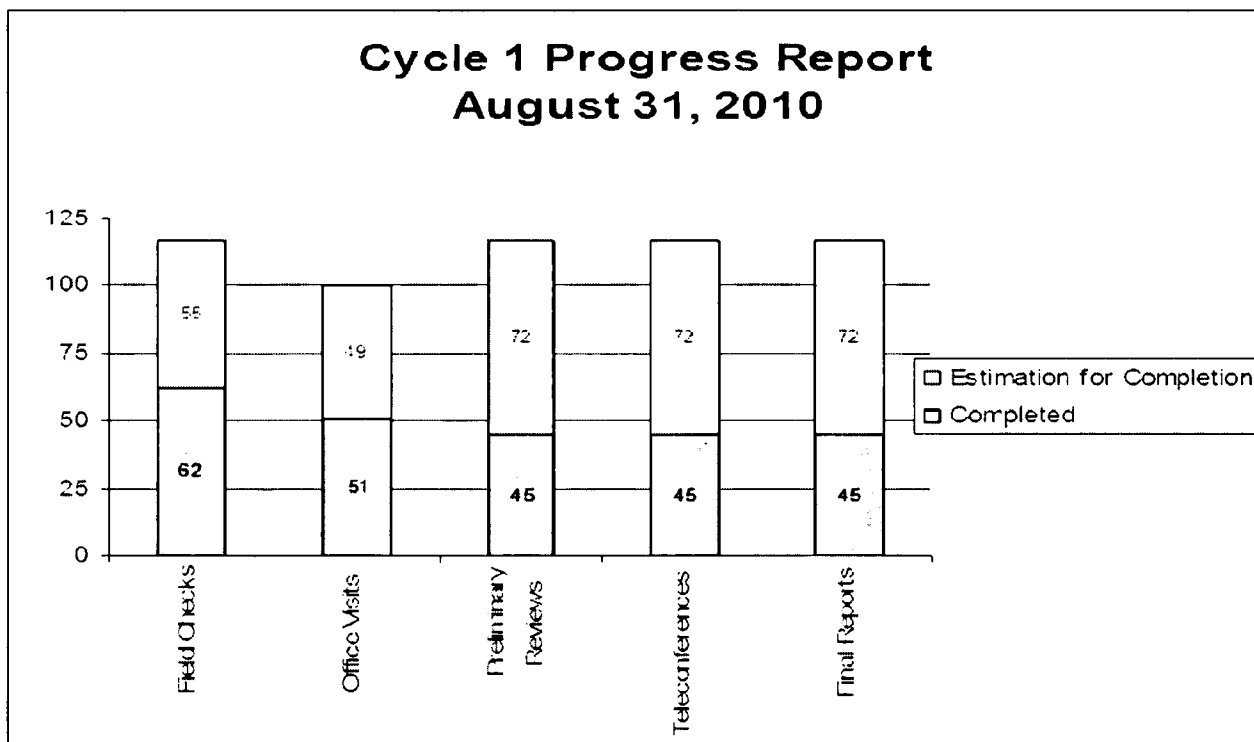
### Introduction

The sale and tracking of plan stickers and SLC numbers continues to be handled through the Association office in Dartmouth while the reviews are contracted out to Survey Review Incorporated (SRI) in Ingonish Beach under the direction of Jim Gunn, NSLS, CLS. The current contract with SRI covers a two year period from August 2009 through August 2011. This report covers the first year of the contract period.

### Reviews

Every two years each active member of the association will have a minimum of one file completely reviewed, one site inspection and for the first cycle, everyone will also receive an office visit. The sequence begins with the selection of a project from current SRD files followed by a site inspection and then the office visit. Sometime thereafter the member is asked to submit his/her complete file for the particular project including correspondence, calculations, field notes etc. After a complete review SRI issues a preliminary report to the member. SRI then follows up by telephone to discuss the points raised prior to issuing the final report.

### Mid-term progress report



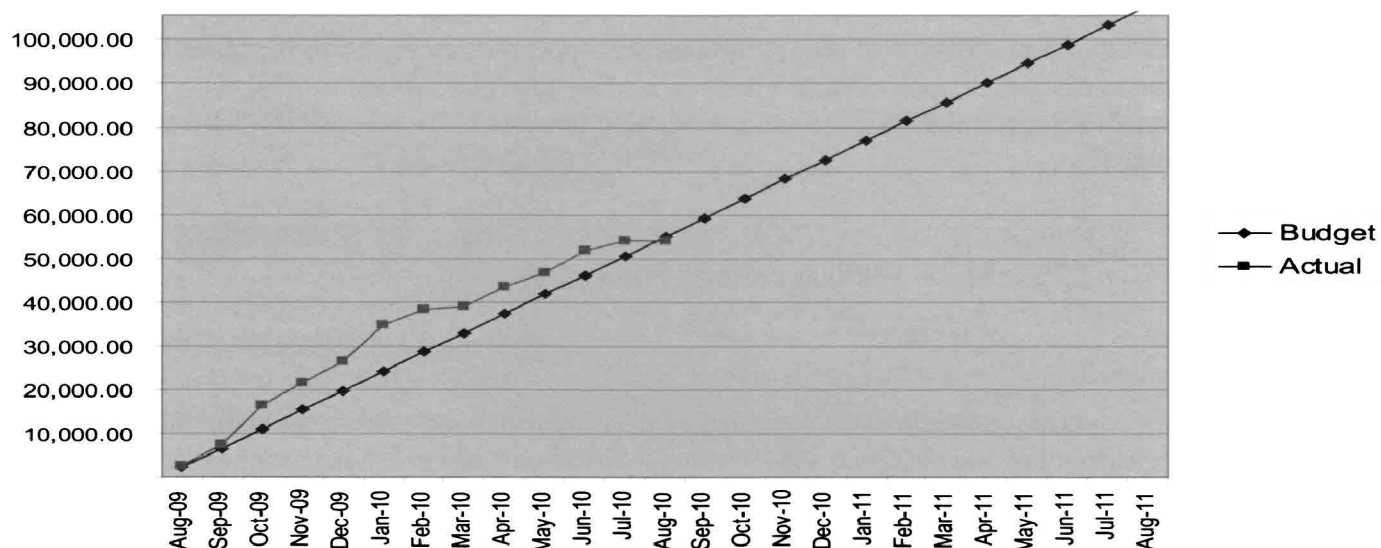


As the preceding graph indicates, at the mid point of the contract period SRI had conducted slightly more than half of the required field inspections, half of the office visits and less than half of the required number of reviews. This is about where SRI expected to be given that the first two months of the contract were almost entirely devoted to getting the department up and running.

## Budget

Throughout the first year of the contract it was a constant struggle to bring the budget in check. This is due to the nature of the work and the fact that some of the activities are weather related and best done at a certain time of the year. As a last resort, SRI slackened off its pace in recent months to allow the budget to catch up. The budgeted expenses also finished the first year on track.

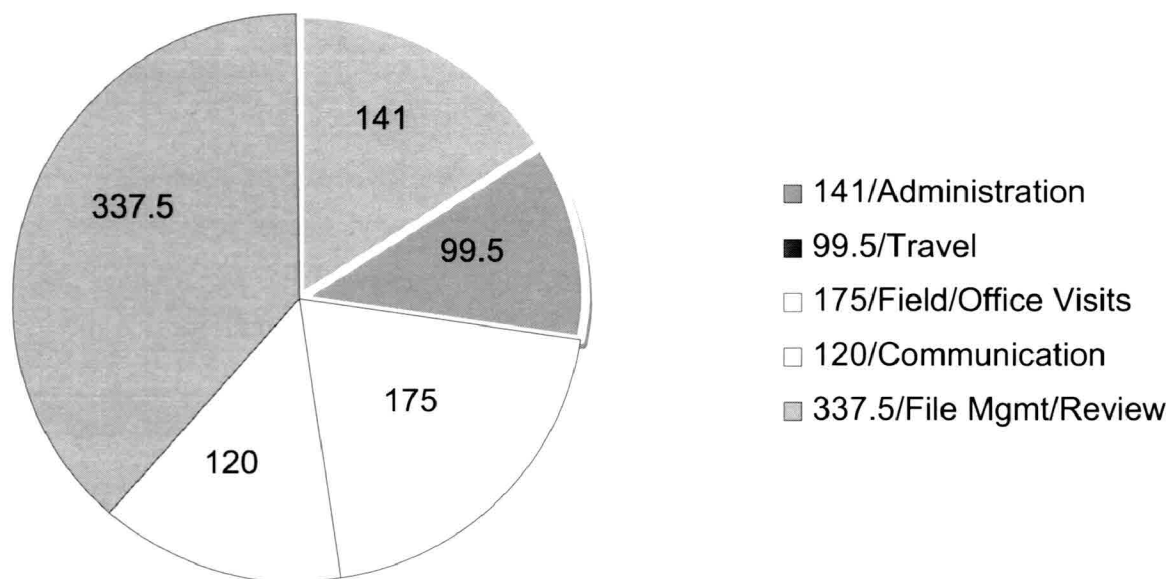
**Budget Cycle 1**



## Time allocation

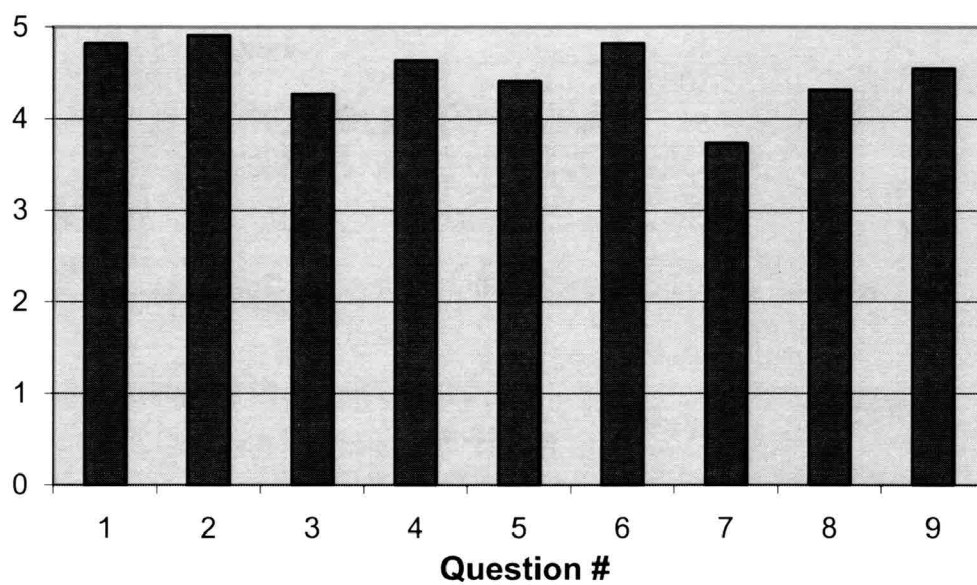
The following chart shows the distribution of hours during the first year of the contract. Given that this was a start-up year and that the reviews were mostly rural, it is expected that the second half of the contract will see a reduction in the amount of time required for administration and travel.

### Time Allocation (Person Hours)



### Feedback Questionnaires

#### Feedback Questionnaire as of June 30, 2010



The preceding graph shows the results of the feedback questionnaires received by the SRD Advisory Committee in the first year of the contract. Following a review members are asked to indicate their agreement with the following nine statements on a scale of one to five.

- 1) I have confidence in the ability of the reviewer.
- 2) The reviewer was courteous and considerate.
- 3) The office interview was thorough.
- 4) The file review was thorough.
- 5) The issues identified by the review were relevant.
- 6) The review was fair.
- 7) I learned valuable information/tools/ideas that I will implement in my practice.
- 8) The Association is on the right track with Survey Review.
- 9) This feed-back questionnaire is appropriate

As the graph indicates there is strong support for the new SRD process. Much credit for this success must be given to the members for their encouragement and cooperation.

### Work plan

During the second year of the contract SRI looks forward to working with members in zones 3,4 and 6.

### Sticker sales

	2010	2009	2008	2007
Jan	199	125	324	275
Feb	251	132	194	194
Mar	192	177	157	287
Apr	95	118	384	209
May	180	208	238	320
June	233	226	184	215
July	246	217	250	309
Aug	347	293	275	321
Sept		268	235	304
Oct		213	430	191
Nov		194	265	333
Dec		263	533	300
Total	1743	2434	3469	3258

As of the first 8 months of 2010 the sticker sales appear to be on track with recent years. The projected total at year's end is estimated at approximately 2800 stickers.

## SLC Numbers Issued

	2010	2009	2008	2007
Jan	185	130	347	330
Feb	172	100	235	170
Mar	285	265	255	165
Apr	345	275	280	555
May	350	165	500	665
June	616	695	310	425
July	335	526	558	507
Aug	325	400	486	491
Sept		405	250	320
Oct		205	405	470
Nov		225	330	723
Dec		220	275	22
Total	2613	3611	4231	4843

The first eight months of 2010 indicate a leveling out of the year over year decline in the sales of SLC numbers. It is estimated that this year's sales should total about 3700 numbers.



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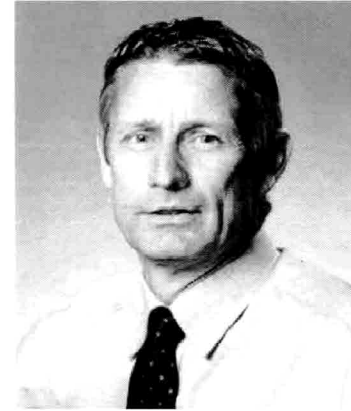
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**CANDIDATE FOR PRESIDENT****Glenn Myra, NSLS**

Glenn Myra, NSLS #584 wishes to announce his candidacy for the office of President of our association. Glen received his Baccalaureate from Dalhousie University in 1976 and graduated from NSLSI in Lawrencetown in 1978. Glenn apprenticed under Norval Higgins, NSLS#475, receiving his land surveying license in 1985.

Glenn has served twice as Zone 6 Councillor, from 1993 to 1995 and again from 2006-2008 and has been active in committee work for the last 20 years.

Glenn believes that he can fill the office of President with dignity and diplomacy combined with an assiduous attention to our common welfare. Glenn has attended every zone meeting held in this province for the last three years and respectfully asks for your support in the coming year.

**CANDIDATE FOR VICE-PRESIDENT****Carl Hartlen, NSLS**

Carl was born in Montreal in 1957 and was raised primarily in Halifax and Lower Sackville, NS. He graduated from Sackville High School in 1975 and spent one year at Dalhousie University pursuing a degree in Biology. Two years of employment with Nova Scotia Department of Highways introduced Carl to the profession of land surveying. Carl enrolled at the then Nova Scotia Land Surveying Institute in Lawrencetown, graduated from the survey program in 1980, and received his commission as a Nova Scotia Land Surveyor in 1984.

Carl has been employed with Servant, Dunbrack, McKenzie and MacDonald Ltd. from 1980 to present and is currently a partner and serves on the Board of Directors for SDMM.

Carl served two terms as councillor for Zone 6 from 1998 to 2001 and has served on Convention, Regulations and Complaints Committees. Carl represented the ANSLS on a Procedures Advisory Committee for implementation of The Land Registration Act and is currently serving on the Governance Committee (Survey Standards).

Carl and his wife, Rhonda, live in Middle Sackville and have two children, Shane (25) and Lisa (22). Carl's interests, outside of land surveying, include golf, slow pitch softball and curling.



**CANDIDATE FOR COUNCILLOR – ZONE 1 - Bob Becker, NSLS**

Bob Becker, NSLS # 521, grew up in the Niagara Region, Ontario, and endured stints at Waterloo and Brock Universities before finding better sailing on the East Coast. He graduated from NSLSI in 1979, and was licensed in 1981.

After 27 years in private practice, he has recently joined Able Land Surveying Inc, in Chester, NS. With three children in post-grad programs, Bob and wife Kelly are still hoping to someday have more time to indulge in their favourite pastimes of tennis and sailing.

**CANDIDATE FOR COUNCILLOR – ZONE 4 – John Delorey, NSLS**

John is a resident of Linwood, Antigonish Co., where he and his wife Susan have lived for the past 28 years. He has 2 daughters and a son. John attended NSLSI from 1977-79. He articulated with J. Edward Hanifen and Duncan MacDonald while employed with Lands and Forests. He formed what is now Delorey Land Surveys Inc., in 1985 and worked in the private sector for several years after obtaining his commission but returned to Lands and Forests as the Crown Land Surveyor in Richmond Co. in 1988. He relocated to Guysborough in 1994 where he remains today. He previously represented Zone 4 in the early 90's. John is also a Search Manager with the Strait Area Ground Search and Rescue and has been for 25 + years and recently helped the group acquire their first piece of land where plans are underway to construct a hall.

**CANDIDATE FOR COUNCILLOR – ZONE 5 – Dennis Prendergast, NSLS**

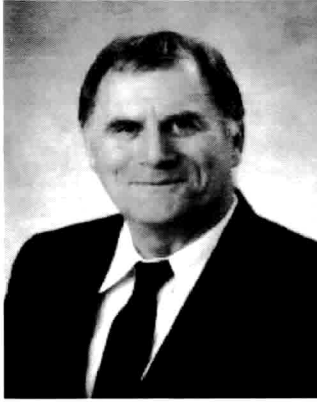
Dennis Prendergast was born in Glace Bay, Nova Scotia on October 20, 1956. He received his commission as a Nova Scotia Land Surveyor in 1985.

Dennis was employed as a surveyor with Nova Scotia Power, The Town of Glace Bay, Municipality county of Cape Breton, MacKinnon Surveys, Cominco Limited, McElhanney Surveys and presently is owner & operator of Prendergast Surveys Limited in Glace Bay, Nova Scotia,

Dennis and his wife Karen reside in Donkin, N.S. They have two children, Carey and Morely.

**CANDIDATE FOR COUNCILLOR  
ZONE 6**

**Garry S. Parker, P.Eng., NSLS, CLS**



Garry was born in 1947. He graduated from Acadia University in 1968 with a diploma in Applied Science, and from the Technical University of Nova Scotia in 1970 with a Bachelor of Engineering (Industrial).

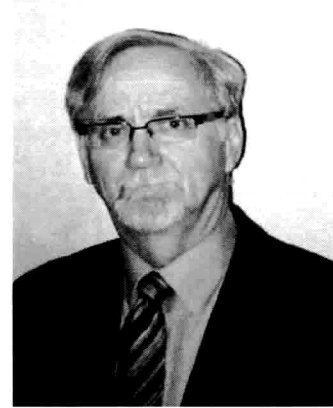
Garry articulated with Frank Longstaff and Edward MacDonald and received his commission as a Nova Scotia Land Surveyor in 1977. He became a CLS in 1996.

He served on the Barristers/Surveyors Liaison Committee in 1989 and 1990; on the Private Practice Committee in 1994; was Councillor for Zone 6 from 1994 - 1996; served as President in 2005 - 2006; and has been a member of the Administrative Review Committee while on the Executive.

Garry is in private practice and is a principal in the firm of Longstaff-Parker Surveys in Dartmouth. He also conducts legal surveys and practices engineering in the Arctic, specifically in Nunavut Territory.

**CANDIDATE FOR COUNCILLOR  
ZONE 6**

**Alexander (Sandy) E. MacLeod, BSc, NSLS, B.Ed**



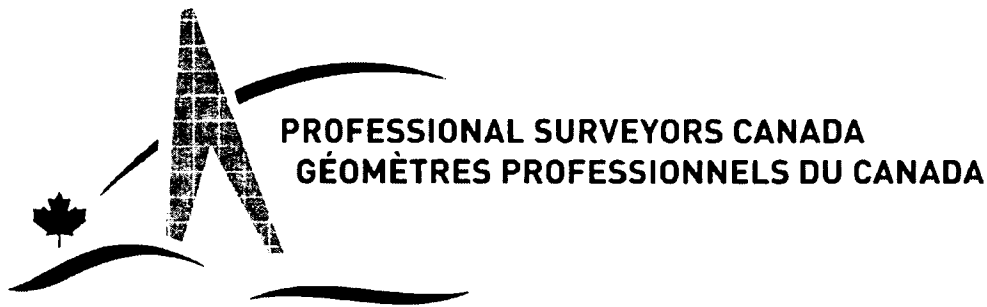
Sandy is a native of Reserve Mines, Cape Breton. He received a Bachelor of Science in 1982, his NSLS commission in 1985 and a Bachelor of Education in 1993.

His career took him from City of Calgary, F.C. Hutchinson Surveying, County of Halifax, Conn and Lord Surveys, Alderney Surveys, City of Dartmouth, Association of Nova Scotia Land Surveyors (Manager of Survey Review Department), Halifax School Board, Canadian Food Inspection Agency and PCL Constructors and now with Halifax Regional Municipality, Design Services.

Sandy has served on the Continuing Educations Committee (1985) and Statues Committee for the Association (1999) and also sets the professional exams for the student members.

He has been active in various sports teams and Scouts Canada with his sons and has served on various committees for the Bahai Community of Halifax. He has volunteered for Tall Ships, Nokia Brier, ECMAs, International Ice Hockey Championships and others. He enjoys cycling and travelling.





*Advocating for an integrated and dynamic Canadian surveying profession.*

Dear friends,

I am excited. I am excited about a new national surveyors' organization and with reason.

As I write this article, a large number of volunteers from across the country are investing their time to build a survey community that is 3000 members strong - a survey community that we will be proud to call Professional Surveyors Canada. As I look at the work they are doing, I ask myself why? Why are these surveyors willing to invest their time doing this? And I ask, is it important for me to be part of this, to invest in the building of this community?

I see what the volunteers want to accomplish. They want to build a survey community that has the strength to speak for all surveyors; a community with influence. They understand that relying on a small community of surveyors with limited resources isn't a viable option in today's world. We have 11 such communities in Canada. Not only are their resources limited, but their legislated mandates limit the scope of their advocacy efforts. I get that. We are a profession worthy of recognition. The more resources we pool centrally within an organization that has a focused mandate, the more recognition the profession will receive and therefore, the more influence we will have in shaping the public's perceptions of our profession. I want to be part of a community like that!

Our volunteers want Professional Surveyors Canada to advocate for the profession. They want the public to understand who we are and what we do. They want the public to recognize and value our work. They want the public to recognize the leadership roles we play within our communities. As surveyors, this has never been one of our strong suits. We absolutely need to hire experts to accomplish this. Our volunteers have a plan to hire communication consultants who are experts in speaking to the public, building a rapport with the press and other professionals, building a brand for surveyors that can be recognized anywhere in the country, anywhere in the world and celebrating our successes. This plan is being implemented right now. This is something that I can get excited about. I want to be part of a surveying community that invests in advocating for the profession!

All of us want to advance our careers within this dynamic profession. Whether we are self-employed or working for a firm, school or government, a strong sense of purpose and accomplishment is key to a successful career. So is relevancy. We want to be relevant, adapt to the needs of our clients, our employers. We want to grow as professionals. Our volunteers building Professional Surveyors Canada understand that. They want to build a surveying community that grows and is relevant, in step with your needs, your client's needs, and your employer's needs. At the outset, our volunteers want to hire a member services coordinator to maintain a central job bank, build an online equipment exchange forum, and canvas you to find out what is relevant to you, your employer and your local community to find ways to meet your needs. Our volunteers want to provide professional development courses. They want to ensure that our surveying community continues to update and harmonize educational requirements, that enables labour mobility both nationally and internationally and monitors national and international trends to keep you relevant and informed. I want to be part of a surveying community that keeps me relevant!

How can I be sure that this is going to work? I thought of that. For example, I looked at how our volunteers hope to manage professional development courses. They want Professional Surveyors Canada to deliver professional development courses at a reasonable cost for all surveyors. When I look across the country, I realize that I am paying to have courses

developed in my province specifically for my province, and so is my colleague in British Columbia, and my colleague in Nova Scotia, and my colleague in Québec, and so on. Why? Why can't we develop one course for the entire country, pay for its development once and save money? Now that makes sense. This is what our volunteers are trying to accomplish. I think our volunteers are moving in the right direction and there are so many other initiatives where this makes sense. I believe in what our volunteers are trying to accomplish and I want to be part of the surveying community that supports them!

As I said earlier, I am excited and this is just the beginning. I am fully supportive of this community called Professional Surveyors Canada. I urge you to invest in this community by becoming a member. Our volunteers have many ideas but they can't implement them without additional resources and your input. This is your opportunity to be part of that community, and an integral part of Professional Surveyors Canada. Give our volunteers the support they deserve, give yourself a professional community that you deserve, become a member, encourage your colleagues to join, spread the word.

Help build a strong, ethical, professional surveying community. Invest in our future.

Denis Blais  
Interim Chair, Professional Surveyors Canada  
psc-gpc.ca

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## OBITUARY

**Donald Johnson Bird, NSLS # 146**  
**July 7, 1920 - September 14<sup>th</sup>, 2010**

**Bird, Donald Johnson** – 90, passed away on September 14, 2010 in Camp Hill Veterans' Memorial Building, QEII, Halifax. Born on July 7, 1920, in Southampton, Cumberland Co., he was a son of the late Lew Bransby and Viola Abbey (Smith) Bird (formerly of Amherst "The Birds Nest"). He was predeceased in 2000 by his wife of 54 years, Elizabeth Brown (of Belfast, Northern Ireland), and also by his sister, Mora Lavoie (of Truro) in 2004. He will be sadly missed by his only daughter, Erin Viola (Charles) Henderson; grandsons, Guy Edward (Alison and Ian Donald (Alexandra) Henderson and great-grandchildren, George Maxwell, Edward, and Katie, all of England. He is also survived by his sister Ruther (Ken) MacKay of Columbus, Ohio; nephews, a niece, and many cousins. Don received his early education in Amherst and then attended Mount Allison University, class of '41. Enlisting in 1942 in the Royal Navy he was commissioned as "The first Canadian Naval Aviation Engineering Officer" in the Fleet Air Arm and served in the UK and Yarmouth and returned from Britain on Canada's first aircraft carrier, HMCS Warrior. After four years military service, he attended Nova Scotia Technical College, class of '48, where he obtained his B.E. in civil engineering. Don received his commission as a Provincial Land Surveyor on May 20, 1949. After graduation in 1948 he began a career of 37 years in the service of local and Provincial Governments in Amherst, Halifax, Boston, Belfast, Fredericton and Truro, and was appointed the first Director of Community Planning for Nova Scotia in 1957. After retirement he has much more time to spend on his many investigative interests and his great love – woodworking. He was particularly interested in making tables, chairs and church furniture. His Bishops (Glastonbury) chairs are scattered world-wide and two are in pride of place at Rosslyn Chapel near Edinburg, Scotland. Don loved nothing more than to get his teeth into interest thought provoking projects – round towers of Ireland, tidal and wind power, dolmans, and early explorers and religions. He and his wife were members of St. Andrews United Church, Truro, where his funeral service was held on September 21, 2010. †

## ***Wade Atlantic is proud to announce the addition of the Spectra Precision line to our Survey Department.***



### **EPOCH GPS/GNSS Receiver - EPOCH 35**

- \* Affordable GPS + GLONASS integrated receiver
- \* Integrated Bluetooth® and Interface Control Panel
- \* RTK real-time positions, static, and PPK
- \* Network RTK positioning
- \* Comprehensive Spectra Precision Survey Pro application software
- \* Support for all GNSS data with Spectra Precision Survey Office software



### **Data Collector - Spectra Precision Ranger**

- \* Ergonomic, alpha and numeric keys
- \* Meets MIL-STD-810F standards
- \* IP67 rating
- \* Featuring Spectra Precision Survey Pro software
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- \* One Secure Digital (SDIO) slot
- \* 30-hour rechargeable battery
- \* Windows Mobile 5.0
- \* Integrated Bluetooth and 802.11g wireless

Spectra Precision has long been an established brand, known for delivering quality products to the construction market. Focusing on the specific needs of the conventional surveying market, the Spectra Precision brand offers a complete product portfolio including, Global Navigation Satellite Systems (GNSS), Global Positioning Systems (GPS), optical total stations, data collection hardware, field and office software, as well as a wide range of construction tools.

Spectra Precision surveying equipment is an economical choice that utilizes technologies for optimal efficiency. With convenience and reliability as the foundation of the Spectra Precision brand, it is an ideal choice for value. The Spectra Precision brand is backed with the strong technical support that users have come to expect from a quality name in surveying and construction.





## FOCUS Total Stations - FOCUS 30

- \* StepDrive™ technology
- \* LockNGo™ technology
- \* Featuring Spectra Precision® Survey Pro™ software onboard
- \* Three Robotic models: 2", 3" and 5" accuracies
- \* Long-range, reflectorless distance measurement
- \* High-precision prism measurements
- \* GeoLock™ GPS-assist technology



## Spectra Precision DET-2

- \* 2" Accuracy, with selectable 1" or 5" display resolution
- \* Vertical axis compensated, with programmable compensator On/Off
- \* Dual, backlit LCD displays & controls
- \* Large, easy-to-read LCD characters
- \* Backlit scope reticle
- \* Full suite of parameter settings: Degrees, Mil, Gon, V%, Zenith Angle, Auto Shut-off, Horizontal Angle Beep, etc.
- \* Water and dust resistant
- \* Rechargeable kit and backup alkaline battery pack included

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**Incorporated Partners**

Lawrence J. Roche, CA  
Steven R. Gray, CA

**Senior Counsel**

Kim A. Rector, CA  
Robert G. Colavecchia, CA

## REVIEW ENGAGEMENT REPORT

TO THE PRESIDENT, COUNCIL AND  
MEMBERS OF THE ASSOCIATION  
OF NOVA SCOTIA LAND SURVEYORS

We have reviewed the balance sheet of The Association of Nova Scotia Land Surveyors as at December 31, 2009 and the statements of operations and accumulated operating surplus and cash flow for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the association.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

*Rector Colavecchia Roche*

CHARTERED ACCOUNTANTS

August 5, 2010

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## UNAUDITED BALANCE SHEET AS AT DECEMBER 31, 2009

	ASSETS	2009 \$	2008 \$
<b>CURRENT ASSETS</b>			
Cash		94,242	124,398
Accounts receivable -			
Administration		3,366	5,486
Survey review department		<u>16,171</u>	<u>17,197</u>
		113,779	147,081
<b>LAND AND BUILDING (note 4)</b>		<u>96,727</u>	<u>99,641</u>
		<u><u>210,506</u></u>	<u><u>246,722</u></u>
	<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>			
Accounts payable and accrued liabilities		13,767	16,317
Deferred revenue		<u>-</u>	<u>14,012</u>
		13,767	30,329
	<b>MEMBERS' EQUITY</b>		
<b>ACCUMULATED OPERATING SURPLUS</b>		<u>196,739</u>	<u>216,393</u>
		<u><u>210,506</u></u>	<u><u>246,722</u></u>

SIGNED ON BEHALF OF THE MEMBERS

---

 Executive Director

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS  
 UNAUDITED STATEMENT OF OPERATIONS AND ACCUMULATED OPERATING SURPLUS  
 FOR THE YEAR ENDED DECEMBER 31, 2009

	Budget 2009 \$	2009 \$	2008 \$
<b>REVENUE</b>			
General operations (schedule A)	244,520	242,933	248,278
Other operations (schedule A)	<u>30,575</u>	<u>29,172</u>	<u>30,534</u>
	<u>275,095</u>	<u>272,105</u>	<u>278,812</u>
<b>EXPENSES</b>			
Administration (schedule B)	223,374	269,631	248,363
Committees (schedule B)	12,200	13,216	5,495
Grants, levies and awards (schedule C)	17,371	17,119	14,619
Board of Examiners (schedule C)	1,400	575	1,776
Office accommodations (schedule C)	18,000	17,724	18,039
Miscellaneous (schedule C)	<u>2,750</u>	<u>2,236</u>	<u>2,609</u>
	<u>275,095</u>	<u>320,501</u>	<u>290,901</u>
OPERATING DEFICIT BEFORE THE FOLLOWING	-	(48,396)	(12,089)
SURVEY REVIEW DEPARTMENT (schedule D)	<u>20,600</u>	<u>28,742</u>	<u>(7,588)</u>
OPERATING SURPLUS (DEFICIT) FOR THE YEAR	<u>20,600</u>	(19,654)	(19,677)
ACCUMULATED OPERATING SURPLUS - BEGINNING OF YEAR		<u>216,393</u>	<u>236,070</u>
ACCUMULATED OPERATING SURPLUS - END OF YEAR		<u>196,739</u>	<u>216,393</u>

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## UNAUDITED STATEMENT OF CASH FLOW

FOR THE YEAR ENDED DECEMBER 31, 2009

	2009 \$	2008 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Operating deficit for the year	(19,654)	(19,677)
Adjustments to operating surplus not involving cash -		
Amortization	<u>2,914</u>	<u>3,035</u>
	(16,740)	(16,642)
Changes in non-cash working capital -		
Decrease (Increase) in accounts receivable	3,146	(10,343)
Increase (Decrease) in accounts payable	(2,550)	9,683
Decrease in deferred revenue	<u>(14,012)</u>	<u>(5,180)</u>
<b>DECREASE IN CASH</b>	<b>(30,156)</b>	<b>(22,482)</b>
<b>CASH - BEGINNING OF YEAR</b>	<b><u>124,398</u></b>	<b><u>146,880</u></b>
<b>CASH - END OF YEAR</b>	<b><u>94,242</u></b>	<b><u>124,398</u></b>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS  
UNAUDITED NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009

**1. PURPOSE OF THE ORGANIZATION**

The Association of Nova Scotia Land Surveyors was incorporated as a professional organization under the Land Surveyors Act of Nova Scotia to establish and maintain standards of the profession.

**2. ACCOUNTING POLICIES**

**Capital Expenditures**

Commencing on October 1, 1993, expenditures for furniture and equipment are expensed as incurred. In common with many non-profit organizations, furniture and equipment are recorded as current expenditures in the year in which they are incurred rather than capitalized and amortized over their useful lives.

**Amortization**

The building is amortized using the declining balance method at an annual rate of 4%. In the year of acquisition, amortization is calculated at one-half of the annual rate.

**Revenue Recognition**

Revenue is recorded in the period that it is due and collectible.

**3. FINANCIAL INSTRUMENTS**

The fair value of cash, accounts receivable and accounts payable is approximately equal to their carrying values due to their short-term maturity date.

**4. LAND AND BUILDING**

	2009			2008
	Cost \$	Accumulated amortization \$	Net \$	Net \$
Land	26,798	-	26,798	26,798
Building	<u>111,565</u>	<u>41,636</u>	<u>69,929</u>	<u>72,843</u>
	<u>138,363</u>	<u>41,636</u>	<u>96,727</u>	<u>99,641</u>



## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## SCHEDULE A

## UNAUDITED SCHEDULE OF REVENUE

FOR THE YEAR ENDED DECEMBER 31, 2009

	Budget 2009 \$	2009 \$	2008 \$
<b>GENERAL OPERATIONS</b>			
Membership dues -			
Regular	181,500	172,888	181,267
Retired	3,850	3,740	3,960
Associate	770	578	770
Student	<u>2,200</u>	<u>2,421</u>	<u>2,584</u>
Total membership dues	188,320	179,627	188,581
Certificates of authorization	5,200	5,000	5,200
Nova Scotian Surveyor	5,000	2,574	7,326
Convention receipts	22,000	23,627	21,702
Seminars	16,000	13,775	21,522
Discipline committee	4,000	15,000	-
Interest income	3,500	481	3,075
Miscellaneous	<u>500</u>	<u>2,849</u>	<u>872</u>
	<u>244,520</u>	<u>242,933</u>	<u>248,278</u>
<b>OTHER OPERATIONS</b>			
Service charges	800	955	827
SRD Administration fee	20,875	20,875	21,643
GANS Administration fee	500	-	394
Rental income	<u>8,400</u>	<u>7,342</u>	<u>7,670</u>
	<u>30,575</u>	<u>29,172</u>	<u>30,534</u>

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## SCHEDULE B

## UNAUDITED SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2009

	Budget 2009 \$	2009 \$	2008 \$
<b>ADMINISTRATION</b>			
Salary - Executive director	65,300	67,812	64,375
- Office administrator	36,700	34,830	36,171
Benefits - medical, dental and life	7,000	5,265	5,644
CPP, EI and workers' compensation	6,650	6,502	6,481
General meeting - convention	25,000	39,055	36,656
Council meetings	5,000	5,941	4,878
Zone meetings	1,500	1,151	1,676
Executive expenses	600	1,289	703
President's travel	16,000	14,236	16,358
Executive director expenses	1,500	1,010	1,138
Staff training and education	500	2,246	40
Postage	4,500	3,069	5,462
Printing	600	1,252	697
Office supplies	4,000	5,146	4,983
Telephone, fax and internet	1,800	1,869	1,760
Equipment rental and maintenance	1,950	2,140	1,895
Equipment purchases	500	725	-
Accounting service	2,000	1,871	1,920
Legal services	16,000	50,709	25,759
Professional dues and fees	1,360	1,310	1,360
Seminars	15,000	11,757	19,082
Advertising	2,000	718	-
Nova Scotian Surveyor	5,000	6,814	8,290
Amortization	<u>2,914</u>	<u>2,914</u>	<u>3,035</u>
	<u>223,374</u>	<u>269,631</u>	<u>248,363</u>
<b>COMMITTEES</b>			
Discipline	4,000	7,440	-
Complaints	400	288	620
SRD Advisory	200	473	49
Public awareness	4,000	3,886	-
Strategic planning	-	123	4,326
Administrative review	400	181	122
Continuing education	500	26	28
Wetlands	1,000	548	-
Membership	1,000	-	-
Land titles	500	-	350
Other	<u>200</u>	<u>251</u>	<u>-</u>
	<u>12,200</u>	<u>13,216</u>	<u>5,495</u>

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## SCHEDULE C

## UNAUDITED SCHEDULE OF EXPENSES

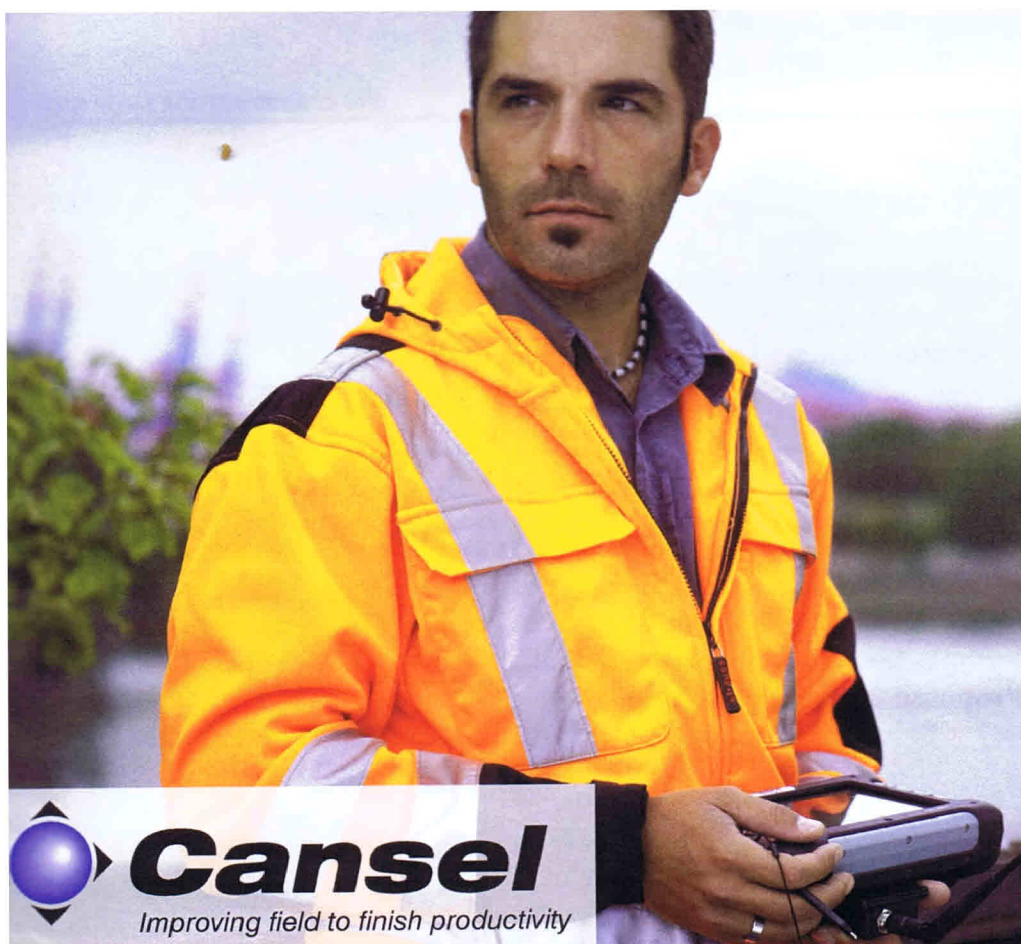
FOR THE YEAR ENDED DECEMBER 31, 2009

	Budget 2009 \$	2009 \$	2008 \$
<b>GRANTS, LEVIES AND AWARDS</b>			
C.O.G.S. awards	2,000	2,000	2,000
C.C.L.S. levy	13,328	13,063	12,619
C.B.E.P.S. levy	<u>2,043</u>	<u>2,056</u>	<u>-</u>
	<u>17,371</u>	<u>17,119</u>	<u>14,619</u>
<b>BOARD OF EXAMINERS</b>			
N.S. Board of Examiners	500	575	1,576
Examinations	400	-	200
Canadian Board (CBEPS)	<u>500</u>	<u>-</u>	<u>-</u>
	<u>1,400</u>	<u>575</u>	<u>1,776</u>
<b>OFFICE ACCOMMODATIONS</b>			
Taxes	10,000	11,039	11,170
Insurance	3,000	2,975	2,975
Cleaning	800	248	503
Utilities	3,200	3,274	3,391
Building maintenance	<u>1,000</u>	<u>188</u>	<u>-</u>
	<u>18,000</u>	<u>17,724</u>	<u>18,039</u>
<b>MISCELLANEOUS</b>			
Interest and bank charges	200	183	150
Courier	150	65	90
GANS administration	400	-	299
Refreshments	200	305	235
Other	<u>1,800</u>	<u>1,683</u>	<u>1,835</u>
	<u>2,750</u>	<u>2,236</u>	<u>2,609</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS  
 UNAUDITED STATEMENT OF SURVEY REVIEW DEPARTMENT  
 FOR THE YEAR ENDED DECEMBER 31, 2009

## SCHEDULE D

	Budget 2009 \$	2009 \$	2008
<b>REVENUE</b>			
Stickers and SLC numbers	<u>126,010</u>	<u>97,417</u>	<u>88,446</u>
<b>EXPENSES</b>			
Administration fee	20,875	20,875	21,643
Manager's salary	55,680	-	52,487
Manager's contract fee	-	26,579	-
Assistant's salary	14,702	14,558	14,153
Benefits - medical, dental and life	4,000	1,158	1,329
CPP, EI and workers' compensation	4,653	1,050	2,595
Manager's expenses	2,000	3,458	971
Professional dues and fees	1,100	-	1,100
Office, postage, printing and courier	250	155	645
Equipment purchases	200	-	-
Equipment maintenance and rental	100	-	135
Accounting service	1,000	800	800
Staff training and education	300	-	-
Interest and bank charges	50	15	28
Miscellaneous	100	-	-
Administrative review committee	<u>400</u>	<u>27</u>	<u>148</u>
	<u>105,410</u>	<u>68,675</u>	<u>96,034</u>
<b>OPERATING SURPLUS (DEFICIT)</b>	<u>20,600</u>	<u>28,742</u>	<u>(7,588)</u>



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**THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS****Proposed 2011 Budget**

Approved by Council for presentation to the membership at the 2010 AGM

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**Proposed 2011 Budget Summary**

Proposed 2011 Administration Revenue:	\$254,930
Proposed 2011 SRD Revenue:	<u>\$100,000</u>
Total Proposed 2011 Combined Revenue:	\$354,930
Proposed 2011 Administration Expenses:	\$261,073
Proposed 2011 SRD Expenses:	<u>\$ 93,857</u>
Total Proposed 2011 Combined Expenses:	\$354,930
Proposed 2011 Combined Surplus/Deficit:	<u>\$ 0</u>



**ADMINISTRATION**

		<b>2011 Budget (proposed)</b>	<b>2010 Budget</b>	<b>2009 Budget</b>
<b>ADMINISTRATION REVENUE</b>				
<b>Membership Dues</b>				
Regular Members	(150 @ \$1,200)	\$180,000	\$170,500	\$181,500
Retired Members	(35 @ \$120)	\$4,200	\$3,850	\$3,850
Associate Members	(5 @ \$120)	\$600	\$550	\$770
Student Members	(22 @ \$120)	\$2,640	\$2,200	\$2,200
<b>Total Membership Dues</b>		<b>\$187,440</b>	<b>\$177,100</b>	<b>\$188,320</b>
Nova Scotian Surveyor		\$5,000	\$4,000	\$5,000
Convention Receipts		\$20,000	\$22,000	\$22,000
Certificates of Authorization	(52 @ \$100)	\$5,200	\$5,200	\$5,200
Continuing Education/Seminars		\$17,230	\$16,000	\$16,000
Discipline Committee	(see note 1)	\$0	\$10,000	\$4,000
Interest Income		\$200	\$1,000	\$3,500
Other Revenue (MCE)		\$700	\$500	\$500
Rental Income	(see note 11)	\$7,100	\$7,100	\$8,400
<b>Sub Total</b>		<b>\$55,430</b>	<b>\$65,800</b>	<b>\$64,600</b>
<b>Other Operations</b>				
Dues Service Charge		\$800	\$800	\$800
SRD Administration Fee	(see note 2)	\$11,260	\$20,875	\$21,875
GANS Administration	(see note 3)	\$0	\$500	\$500
<b>Sub Total</b>		<b>\$12,060</b>	<b>\$22,175</b>	<b>\$22,864</b>
<b>TOTAL ADMINISTRATION REVENUE</b>		<b><u>\$254,930</u></b>	<b><u>\$254,840</u></b>	<b><u>\$275,095</u></b>

**ADMINISTRATION****2011 Budget  
(proposed)****2010 Budget****2009 Budget****ADMINISTRATION EXPENSES**

Salary - Executive Director		\$67,200	\$66,200	\$65,300
- Executive Assistant		\$31,500	\$30,000	\$36,700
Benefits - Medical and Dental		\$4,500	\$5,000	\$5,000
- CPP		\$3,500	\$3,500	\$3,700
- EI		\$1,755	\$1,755	\$2,050
- Life Insurance		\$2,000	\$2,000	\$2,000
- Workers Compensation		\$900	\$900	\$900
<b>Sub Total</b>		<b>\$111,355.00</b>	<b>\$109,355</b>	<b>\$115,650</b>
Accounting		\$2,000	\$2,000	\$2,000
Advertising		\$1,508	\$2,000	\$2,000
Annual Meeting & Convention	(see note 14)	\$25,000	\$25,000	\$25,000
Council Meetings		\$6,000	\$5,000	\$5,000
Depreciation	(see note 4)	\$2,600	\$2,797	\$2,914
Equipment Rental/Maintenance	(see note 5)	\$2,250	\$2,250	\$1,950
Executive Director Expenses		\$1,200	\$1,200	\$1,500
Executive Expenses	(see note 6)	\$400	\$400	\$600
Legal Services	(see note 15)	\$10,000	\$22,000	\$16,000
NS Surveyor		\$6,500	\$6,100	\$5,000
Office Expense		\$4,000	\$4,000	\$4,000
Office and Computer Equipment		\$500	\$500	\$500
Postage		\$5,000	\$4,500	\$4,500
President's Travel	(see note 7)	\$18,000	\$18,000	\$16,000
Printing		\$1,000	\$600	\$600
Professional Dues and Fees	(see note 8)	\$1,360	\$1,360	\$1,360
Seminars		\$7,620	\$12,000	\$15,000
Staff Training		\$1,000	\$250	\$500
Telephone, Fax & Internet		\$1,800	\$1,800	\$1,800
Zone Meetings		\$1,500	\$1,500	\$1,500
<b>Sub Total</b>		<b>\$99,238</b>	<b>\$113,257</b>	<b>\$107,724</b>

ADMINISTRATION	(continued)	2011 Budget (proposed)	2010 Budget	2009 Budget
<b>Committees</b>				
Administrative Review Committee	(see note 9)	\$400	\$400	\$400
Complaints Committee		\$1,500	\$400	\$400
Continuing Education Committee		\$500	\$500	\$500
Discipline Committee	(see note 1)	\$4,000	\$4,000	\$4,000
Governance Committee		\$1,000	\$1,000	\$0
Membership Committee		\$0	\$0	\$1000
Other Committees		\$0	\$200	\$200
Public Awareness Committee		\$2,000	\$2,500	\$4,000
SRD Advisory Committee		\$500	\$200	\$200
Strategic Planning Committee		\$500	\$500	\$0
Wetlands Committee		\$1,000	\$1,000	\$1,000
<b>Sub Total</b>		<b>\$11,400</b>	<b>\$10,700</b>	<b>\$12,200</b>
<b>Grants, Levies and Awards</b>				
CBEPS fee (175 x 11.04)		\$2,000	\$1,932	\$2,043
CCLS / PSC levy	(see note 10)	\$11,230	\$12,598	\$13,328
COGS Awards		\$2,000	\$2,000	\$2,000
<b>Sub Total</b>		<b>\$15,230</b>	<b>\$16,530</b>	<b>\$17,371</b>
<b>Boards of Examiners</b>				
Canadian Board (CBEPS)		\$500	\$500	\$500
Examinations		\$300	\$400	\$400
Nova Scotia Board		\$500	\$500	\$500
<b>Sub Total</b>		<b>\$1,300</b>	<b>\$1,400</b>	<b>\$1,400</b>

<b>ADMINISTRATION</b>	<b>(continued)</b>	<b>2011 Budget (proposed)</b>	<b>2010 Budget</b>	<b>2009 Budget</b>
<b>Accommodation</b>				
Building Maintenance	(see note 13)	\$2,000	\$1,000	\$1,000
Cleaning		\$400	\$800	\$800
Insurance		\$3,000	\$3,000	\$3,000
Taxes		\$11,500	\$11,500	\$10,000
Utilities		\$3,200	\$3,200	\$3,200
<b>Sub Total</b>		<b>\$20,100</b>	<b>\$19,500</b>	<b>\$18,000</b>
<b>Miscellaneous</b>				
Courier		\$150	\$150	\$150
GANS Expense		\$0	\$0	\$400
Interest and Bank Charges		\$250	\$200	\$200
Refreshments		\$200	\$200	\$200
Other Miscellaneous Expenses	(see note 12)	\$1,800	\$1,800	\$1,800
Penalties & Interest		\$50	\$0	\$0
<b>Sub Total</b>		<b>\$2,450</b>	<b>\$2,350</b>	<b>\$2,750</b>
<b>TOTAL ADMINISTRATION EXPENSES</b>		<b><u>\$261,073</u></b>	<b><u>\$273,092</u></b>	<b><u>\$275,095</u></b>
<b>ADMINISTRATION SURPLUS / (DEFICIT)</b>		<b><u>\$ (6,143)</u></b>	<b><u>(\$18,252)</u></b>	<b><u>\$0</u></b>

**Administration Notes:**

1. If a member is found guilty by the Discipline Committee, costs to a maximum of \$15,000 may be claimed by the ANSLs. There is no anticipated Discipline Hearings at present time.
2. The SRD Administration Fee is comprised of percentages of various administration expenses (eg. utilities, taxes, insurance, administrative assistant's salary, etc.)
3. Meeting and administrative expenses paid on behalf of the Geomatics Association of Nova Scotia (GANS). Amount is invoiced to and reimbursed by GANS. (ANSLs no longer provides this service).
4. Annual building depreciation.
5. Includes maintenance contracts for photocopier and postage system; postage meter rental; equipment repairs and maintenance; annual inspections.
6. Executive expenses are for travel, meals, accommodations etc. incurred by the President, Vice-President and Past President within the province of Nova Scotia to attend zone meetings, executive meetings etc.; or for travel out-of-province with Council's approval.
7. President's travel is for out-of-province travel of the President or their designate to attend meetings of other associations.
8. Professional dues and fees include ANSLs dues, ACLS dues, Development Officers Associate membership, GANS dues for Executive Director.
9. The administration portion of the Administrative Review Committee expenses is part of the administration budget. The SRD portion of the Administrative Review Committee expenses is part of the SRD budget.
10. This CCLS (or PSC) levy is based on \$75.86 per regular member for the first 100 members, then \$72.95 each for the balance.

100	x	75.86	=	7,586.00
50	x	72.95	=	<u>3,647.50</u>
				11,233.50
11. Rental income includes monthly rent and a portion of the power costs.
12. Each year a portion of the HST ITC's for the month of January are disallowed per CRA requirement. This item is included in Miscellaneous Other Expenses and is budgeted for \$1,800 in 2011.
13. Building maintenance is comprised of major expenses to repair and/or maintain the association office building (eg. siding, ramp, paving, etc).
14. In addition to the budgeted convention revenue, \$50 of each member's dues is earmarked toward payment of convention expenses. The total amount for 2011, based on the budget, is \$7,500 (150 x \$50).
15. Includes legal costs of \$10,000 for the Governance legislation update initiative (legal consultant's fees).

## SURVEY REVIEW DEPARTMENT 2010

### SRD REVENUE

		2011 Budget (proposed)	2010 Budget	2009 Budget
Stickers	(see note 1)	\$82,000	\$93,835	\$87,010
SLC Numbers (see note 1)		\$18,000	<u>\$20,555</u>	<u>\$18,400</u>
<b>TOTAL SRD REVENUE</b>		<b><u>\$100,000</u></b>	<b><u>\$114,390</u></b>	<b><u>\$105,410</u></b>

### SRD EXPENSES

Accounting		\$1,000	\$1,000	\$1,000
Administration Fee	(see note 2)	\$11,260	\$11,140	\$20,875
Benefits - CPP		\$600	\$600	\$2,548
- EI		\$400	\$400	\$1,305
- Medical & Dental		\$1,000	\$1,000	\$3,000
- Insurance		\$1,000	\$1,000	\$1,000
- Workers Comp		\$155	\$155	\$800
Courier		\$250	\$50	\$50
Equipment Rental & Maint.		\$150	\$100	\$100
Interest & Bank Charges		\$50	\$50	\$50
Manager's Expense		\$7,200	\$7,200	\$2,000
Miscellaneous		\$100	\$100	\$100
Office & Computer Equipment		\$200	\$200	\$200
Office Expense		\$200	\$200	\$200
Professional Dues and Fees		\$0	\$0	\$1,100
Administrative Review Committee (see note 3)		\$400	\$400	\$400
SRD Manager Contract		\$53,592	\$52,800	\$55,680
Salary - SRD Assistant (see note 4)		\$16,000	\$15,000	\$14,702
Staff Training		\$300	\$300	\$300
<b>TOTAL SRD EXPENSES:</b>		<b><u>\$93,857</u></b>	<b><u>\$91,695</u></b>	<b><u>\$105,410</u></b>
<b>SRD SURPLUS / (DEFICIT)</b>		<b><u>\$6,593</u></b>	<b><u>\$22,695</u></b>	<b><u>\$0</u></b>



**SRD Notes:**

1. SRD Revenue for 2011 is based on the 2009 actual figures in the financial statement.
2. The SRD Administration Fee is comprised of percentages of various expenses (eg. utilities, taxes, insurance, administrative assistant's salary, etc.). See calculation below.
3. The SRD portion of the Administrative Review Committee expense is part of the SRD budget.
4. Calculation of SRD Assistant's salary includes vacation pay and paid holidays.

**Calculation of SRD administration fee for 2011 Budget:**

Rent	\$ 200 / month	=	\$ 2,400
Utilities	\$ 3,200 x 20%	=	\$ 640
Taxes	\$ 11,500 x 20%	=	\$ 2,300
Insurance	\$ 3,000 x 20%	=	\$ 600
Cleaning	\$ 400 x 20%	=	\$ 80
Tel, Fax & Internet	\$ 1,800 x 30%	=	\$ 540
Exec Asst Salary	\$ 31,500 x 10%	=	\$ 3,150
Postage	\$ 5,000 x 10%	=	\$ 500
Office Expense	\$ 4,000 x 15%	=	\$ 600
Equip Rental & Maint	\$ 2,250 x 20%	=	<u>\$ 450</u>
Total SRD Administration Fee:			<u>\$11,260</u>

# MEMORIES



More than 100 land surveyors from all over Nova Scotia gathered in Halifax Monday to attend the 12th annual meeting of the Association of Provincial Land Surveyors. Shown above is the new executive of the association. They are left to right: E. P. Rice, secretary-treasurer, of Halifax; J. Ronald Chisholm, president of Antigonish; and J. F. Archibald, vice-president, of Dartmouth. (Waterfield photo).





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