

THE NOVA SCOTIAN SURVEYOR

FALL 2021

No. 210



PROTECTING THE PUBLIC IN MORE WAYS THAN ONE



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THE NOVA SCOTIAN SURVEYOR

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PRESIDENT'S REPORT

Peter A. Berrigan, P.Eng., NSLS



This past year was not entirely the year I was expecting when nominated to be your President. Provincial lock downs meant all meetings had to take place virtually throughout the year. A business boom meant a difficult balancing act between family, personal business and Association business. The sale of the Association office building along with the stepping down of our Executive Director made for a challenging few months. Attending various online meetings for Council Virtual Presidential travel did chew up time that was very precious to come by over the past year. Lastly throw in the Coastal Protection Act and various meetings with our membership and you can appreciate the commitment one must undertake. But none of the above should deter one from taking a step forward to engage first with Council and some day, when you are ready, the opportunity as VP of your Association. You should always be wanting to learn and engage with your Council. It is by far the best way to understand all of the inner workings of the Association of Nova Scotia Land Surveyors and the importance of having a balanced group of individuals at your table to make informed decisions for the best path forward for yourself and fellow members.

I had opportunity to attend virtually the Saskatchewan Land Survey Association meetings in early June. I very much enjoyed the Presidents Forum which led to a later discussion between Presidents to limit the availability of PSC at the Presidents Forum table. In other words, to basically change the format where both an Open and Closed session for discussion could take place. It was decided that our open discussion could be hampered by the presence of an advocacy body who is not a regulator.

As Nova Scotia Covid numbers remained low and other Provincial borders began to open it was initially decided to host an “in-person” AGM and to allow other Provincial Associations to attend. Over the weeks as other provincial case numbers seemed to increase and our own remain relatively low, it was decided that our AGM would be for our own membership only.

This event has been planned for both an “in-person” and virtual event allow both our own membership and out of province guests to attend. As we are unsure what rules will be in place at the time of our AGM, all of the work, effort, bookings, etc could be cancelled; and again , we simply may have to host a virtual meeting. Fingers are crossed that will not be the case as I believe many of us are looking forward to seeing friends at Oak Island in October.

I would like to thank the members of Council for their opinions on topics of discussion and for those members who have served the minimum term and making way for new individuals to have opportunity to participate. I would also like to thank Tina for her work as Executive Director as she did set the bar high with policy and procedural fairness which we must continue as we move forward. I wish all members a safe and prosperous remainder of the year and look forward to seeing you at Oak Island, whether that be in person or virtually.



Notes from the Side of the Road



MEMBERSHIP STATUS

There has been no change in Membership status since the last issue.

CANDIDATE STATUS

Adam King has joined the membership as a Labour Mobility Candidate in June 2021.

Alex Penner has joined the membership as a Labour Mobility Candidate in July 2021.

Jethro Gunn has joined the membership and is articling with Luke Sarginson, NSLS #675 as of August 2021.

Conor Pellerin has joined the membership and is articling with Dan Gerard, NSLS #619 as of August 2021.

COMPANIES

Longstaff-Parker-Wamboldt Surveys Ltd. has changed their address to 807 – 73 Tacoma Drive, Dartmouth, NS B2W 3Y6.

Oceanside Land Surveying has been registered by Nolan Boutilier, NSLS #684 on May 17, 2021 and is operating in Sydney.

GeoTerra Surveying has been registered by Colin Atkinson, NSLS #643 on July 14, 2021 and is operating in Wilmot.

Rose of the Winds Land Surveying has been registered by Cyrus Steele, NSLS #686 on July 19, 2021 and is operating in Upper Chezzetcook.

Northtech Consultants Inc. has been registered by Garry Parker, NSLS #455 on July 21st and is operating in Porter's Lake.

Correction: Bras D'or Surveys is not a registered company as mentioned in our previous issue.

NEW MEMBER

Andrew R. Grant, NSLS #687
July 14, 2021



DeLorey Land Surveys

The Association is always looking for detail information or experiences of any member for our issues of The Nova Scotian Surveyor.

If anyone would like to add anything to our collection, please contact us by email: admin@ansls.ca, or mail to: 325-A Prince Albert Road, Dartmouth, NS B2Y 1N5

****The next ANSLS jurisdictional exam will be held on Friday, October 1st, 1 - 4 pm. Interested candidates should contact Alexandra Ottenbrite at admin@ansls.ca to register and to confirm exam sites.****

CANDIDATE FOR PRESIDENT

S. Andy DeCoste, NSLS



Andy was born, and currently resides, in East Tracadie, Antigonish Co. He graduated from NSLSI in 1981 and received his NSLS commission in 1985.

Following college, he articulated with C.J. MacLellan & Associates and was Manager of Surveys for twenty years. From 2010-15 he was Manager of the SNC Lavalin engineering/surveying office in Antigonish. Other work experience included a five-year stint as project manager for marine construction throughout the Maritimes with R.J. MacIsaac Construction. In 2015 Andy left private industry and joined the NS Department of Lands and Forestry as Crown Land Surveyor for Antigonish, Guysborough and Pictou Counties.

Andy served as councillor for ANSLS from 1999 to 2001, and 2017-present, on AGM committees, candidate examination, a CCLS representative for a federal task force on Geomatics Industry Resources, and chaired an ad hoc committee to evaluate CCLS membership. He currently volunteers as secretary of the local Harbour Authority and is Chair of the Area Planning Advisory Committee for Eastern Antigonish County.

Andy enjoys his home on Tracadie Harbour with Madonna van Vonderen. They share interests in volleyball, kayaking, hiking, spending time on the pontoon boat and travelling. Much of their time is enjoying the company of others at their home, the occasional music festival (prior to the pandemic) and the outdoors.

Andy's efforts for the upcoming year will be to continue the dedicated work of staff and Council with the Association's operations, new office facilities, staffing changes, and advancement of the profession.



VICE-PRESIDENT CANDIDATE

Raymond V. Pottier, NSLS



Ray was born in Belleville, Yarmouth County, Nova Scotia, in 1957. He has over 42 years of experience in legal surveys, hydrographic surveys, offshore positioning and geodetic surveys. He received his Commission as a Nova Scotia Land Surveyor in 1985.

Ray began his surveying career positioning offshore oil rigs in the Beaufort Sea. Over the next 14 years he worked on a number of different survey projects that took him around the world to such varied locations as Egypt, Brazil, Morocco and Australia to name a few. For the last 28 years Ray has been working on legal surveys in Nova Scotia, first in private practice and more recently as a Crown Land Surveyor for the Nova Scotia Department of Natural Resources and Renewables in Tusket, Nova Scotia.

Ray has been active in the Association of Nova Scotia Land Surveyors where he has served on a number of committees. He has also served seven terms as Councillor for Zone 1 and he represented the Association as Nova Scotia Director on the Canadian Council of Land Surveyors for a three-year term. Ray has served as President of the Association of Nova Scotia Land Surveyors in 2008/2009 and has served for six years on the Board of Directors of Professional Surveyors Canada.

Ray still makes his home in Belleville, Nova Scotia where he resides with his wife, Cathy. Ray and Cathy have two grown daughters. As an avid outdoorsman much of his leisure time is spent hunting, fishing, kayaking and canoeing.



ZONE 1 COUNCILLOR
CANDIDATE (1 year)

Arthur C. Backman, NSLS



Arthur was raised in Marriott's Cove, Nova Scotia. After high school and two years at Acadia in 1973, he enrolled at NSLSI and graduated with a Diploma in Land Surveying in 1975.

He was introduced to surveying in 1970 during a summer job for the Dept of Highways. He then started working for D.W. Joudrey in the early spring of 1973 until beginning employment with the City of Halifax in 1976. Arthur received NSLS commission in July 1977 and began his own private practice in October 1981 in Chester area, which gives him currently 51 years of surveying experience.

He was Councilor for Zone 1 from 1994 to 1996 and have worked on several committees including Complaints since 2013.

When not surveying, he spends time between the waters of Mahone Bay and the Annapolis Valley with Becky, their children, and four grandchildren.



ZONE 2 COUNCILLOR
CANDIDATE

Timothy J. Wamboldt, NSLS



Tim was raised in Clementsville, Annapolis County. A graduate of COGS (1989) and UNB (2001), he was commissioned in 2006. Tim has over 35 years experience in land surveying in government and private sectors and started his own company in 2008.

Over the years, notable projects have included: the Nova Scotia Highway 104 realignment, the Boston Big Dig project, LNG Goldboro (Country Harbour), DND Magazine Hill Salt Dome construction, and a deformation survey on the crane collapse building, South Park Street, Halifax. In 2019 – 2020, Tim served on the ANSLs Strategic Planning Sub-Committee.

Tim joined Longstaff-Parker Surveys in 2018 and is currently responsible for the day-to-day business operations of construction and legal professional land surveying practices of Longstaff-Parker-Wamboldt Surveys Inc. in Dartmouth.

Tim has lived in Lower Sackville for 20 years with his wife Stephanie and two children, Naomi and Dillon. In his spare time, he plays and coaches hockey, plays tennis and enjoys atving. He is also a member of his son's school advisory council and has been a member of the Royal Canadian Legion for over 30 years.



ZONE 3 COUNCILLOR (re-offering) CANDIDATE

Matthew Berrigan, NSLS, P.Eng.




Matt grew up in Stewiacke and was introduced to surveying at an early age. Emerson C. Keen, NSLS #249, was a family friend and local scout leader who had the opportunity to share with young minds the skills to operate a compass and navigate the backwoods of Nova Scotia. Being fascinated by this,

Matt grew an interest in surveying and attended COGS right after high school, graduating in the technologist program in 2000. He later attended UNB, in the Geodesy and Geomatics Engineering program, graduating in 2004.

Matt then surveyed in Ontario and Nunavut, giving him the opportunity to work under some extraordinarily talented professionals in their fields, which enable him to obtain his engineering license in both Nunavut and Ontario.

After having their first child, they decided to move 'home' back to Whyte, McElmon & Associates, under David Whyte, NSLS #523. Matt's wife Lindsay obtained a position at StFX as a professor, moving the family to Antigonish. This is where Matt had the opportunity to work for Strum Consulting under Blake Beaton, NSLS #628, and Eddie Mariner, NSLS #625, where he obtained his NSLS commission in 2017.

Matt has two business locations for M. Berrigan Land Surveying; one in Antigonish and one in Port Hawkesbury. He has three children, and a wonderful wife Lindsay, who keeps the ship straight. 

BLAST FROM THE PAST

Volume 3, Number 9, Page 11

December 1956

Niagara's Mysteries Solved

The first accurate survey of the Niagara River bed, from its source at Lake Erie to a point below Niagara Falls, has been completed by the Buffalo District, U. S. Army Corps of Engineers. Basis for a scale model (1:360) of the Falls and River, built at Vicksburg, Miss., for study of remedial work on the Falls, the profile employed almost every known sounding method—and several brand-new ones.

Surveying the Upper Rapids above the crest of the Falls where current runs 15 to 20 mph, was the major hazard. Earlier efforts to chart these waters proved inaccurate; and many suggestions were discarded before the Engineers thought of using a "flying platform."

Flying over the spot to be sounded, a Bell helicopter reeled out 1500 to 2000 feet of steel wire line through pulleys. An orange pennant, attached 30 feet above a saucer-shaped lead weight, was the target. The helicopter dropped straight down until the weight hit the bottom of the

river. Line slackened, and then was pulled taut by a light counterweight. The pilot radioed, "Target!", to four ground watching parties, who shot the pennant on their transits; obtained information for computing elevations. As many as 77 readings were made in one day, with the helicopter flying back and forth in paths 300 feet apart.

Kytoons (helium-filled balloons) were also used where the channel was narrow or high trees lined the shore; and for finding elevation from the crest of the Falls to the waters below. Two kytoons, 8 feet long, 4 feet wide, were lashed together, with a third riding above the center. This gave enough lift to support a weighted sounding line, threaded through a pulley on the underside of the kytoon. One man maneuvered the captive kytoons; another manipulated the sounding line. Transitmen, signaled by walkie-talkie, placed the weight at the exact spot on the river bottom.

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CBEPS Update: Toward and Online Degree (TOLD) – In Geomatics

As many members are aware the ACLS and CBEPS have been working diligently on a number of fronts, including completion of a Professional Foreign Credential Recognition Program to ensure there is a clear and consistent path to licensure for foreign trained land surveyors in Canada.

Subsequent to that initiative, CBEPS is now embarking, with assistance from Employment and Social Development Canada (ESDC), to set the stage for the potential completion of a degree in geomatics online, but to also ensure that the degree programs (to be delivered by different academic institutions across the country) that satisfy all CBEPS syllabus requirements.

Funded by ESDC and the ACLS, CBEPS is moving toward implementing online exams, but also to moving to modernize the national syllabus and update the accreditation and exemption process. I invite you to go to the following link for further information - <https://gogeomatics.ca/coming-soon-canadian-online-degrees-in-surveying-and-geomatics>).

The TOLD Initiative has three phases:

1. Modernize the CBEPS National Syllabus
2. Update the CBEPS Accreditation and Exemptions Process
3. Develop a path to an online degree in geomatics

Modernization and Syllabus Updating:

CBEPS and the various working groups, comprised of all stakeholders (the Provincial associations included) have been actively working on reviewing, requirement by requirement the CBEPS syllabus to ensure it is accurate, there are few if any overlaps and to ensure that it is current and inline with modern technology and knowledge factors.

The various academic institutions such as UNB, BCIT and others have been requesting updates to the process for some time. It is expected that updates to the process will enable educational institutions to provide all essential learning requirements and in addition, also focus their program on specialized areas. Each institution in Canada will generally have a different focus for their specialized area and allow them to put their funding to work in a better way.

Develop a clear path to an online degree program in Geomatics

Once phases one and two are finalized and approved, the project will then focus on how to actually make an online degree happen. Much of this is heavily dependant on the various academic institutions. It becomes difficult to come up with a process, courses and timetables that each institution will find acceptable. Much work still remains on this process.

Once the three phases of the project are complete, the CBEPS anticipates that the whole process towards an online degree in geomatics will be a game changer. Moving the process online will hopefully allow both foreign trained and Canadian geomatics students to complete their studies more efficiently and see an influx of graduates in our field.

The initiative is scheduled to concluded sometime in 2022.

Submitted by Jody Isenor, NSLS
(CBEPS Accreditation Representative).

Network RTK Best Practices

Lee Chaulk, NSLS

The Nova Scotia Active Control Network was established in 2014 and consists of 39+1 Active Control Stations (ACS) which provide surveyors in Nova Scotia access to Network RTK positioning. Access to NRTK corrections is provided by four service providers: Trimble, Leica, Brandt and SDF. Service providers not only give users access to correctional services in real-time, but also provide additional tools to check the status/health of the network and access to Virtual Reference Stations (VRS) and raw observations from ACS's.

The service providers network information can be accessed at: <https://gps.can-net.ca/>, <https://hxgnsmartnet.com/> or <https://www.brandt.ca/Divisions/Positioning-Technology/Brandtnet/Coverage-Map>.

Here are some quick practical guidelines on what should be checked prior to, during, and after field surveys using any of these NRTK providers:

- Prior to starting a survey, it is recommended to check the status of ACS's near the survey area and the status of the network. Trimble, for example, gives additional information about the predicted ionospheric and geometric errors.
- During a survey, it is recommended to check the performance of your NRTK system by performing an observation(s) on a nearby NSHPN (Nova Scotia High Precision Network) monument with published coordinates. The difference between observed and published coordinates should not exceed 2cm in horizontal coordinates and 3cm in heights. Up to date published coordinates can be found on the GeoNOVA Coordinate Referencing Viewer (<https://gis8.nsgc.gov.ns.ca/NSCRS/>).
- At the end of a survey, an observation on an NSHPN monument should be made and the status of the network should be checked again.
- Ensure that your GNSS receiver is using as many GNSS constellations as possible (check your equipment manufacturer specifications). All NRTK service providers in Nova Scotia are now broadcasting NRTK corrections that include all four GNSS constellations (GPS, GLONASS, Galileo and BeiDou). Contact your service provider to ensure you are using the most appropriate NRTK corrections message for your GNSS receiver.

For more information on the Nova Scotia Active Control Network, detailed information on the network status or general inquiry regarding NRTK in Nova Scotia, please visit www.GeoNOVA.ca or email geoinfo@novascotia.ca.



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Proposals

Please see below for the proposed resolution from the NSCRS Committee members.

3.12 - Directions of a property boundary under survey shall be derived from two or more suitably spaced monuments of the Nova Scotia Coordinate Referencing System, or by GNSS observation.

3.13 - All surveys, shall be referenced to the Nova Scotia Coordinate Referencing System with a direction and distance from a co-ordinate monument, or by co-ordinate values for a boundary point(s) at the site of survey.

6.12.13 - The published and/or observed coordinates of the Nova Scotia Coordinate Referencing System monument(s) used, adjustment ID, its horizontal reference frame and one or more coordinate values from boundary points.

Bylaws Relating to the Activities and Operation of the Association of Nova Scotia Land Surveyors:

36 (7) (d) - A member may appeal the suspension, pursuant to section 36(6), which will halt the 30-day notice until the appeal is deemed resolved by the Professional Development Committee.

ANSLS Candidate Handbook

SURVEY PROJECT Assignment and Presentation section 4 (iii) - the deliverables that will be provided to the Board upon completion of the project (four copies in binders **or a digital copy as PDF**).

Standards of Practice

6.12.31 - A simple north symbol, in a conspicuous position. ~~as illustrated-~~ (and remove sample North arrow)

Robyn Ash, NSLS

Crown Land Surveyor

Department of Lands and Forestry



OAK ISLAND HISTORY

Oak Island is a 57-hectare (140-acre) privately owned island in Lunenburg County on the south shore of Nova Scotia. The tree-covered island is in Mahone Bay and rises to a maximum of 36 ft above sea level. The island is located 660 ft from shore and connected to the mainland by a causeway. The island is best known for treasure being searched by hunters ever since the late 1700. The hunt for treasure was so extensive, that in 1965, a causeway was built from the western end of the island to Crandall's Point on the mainland. There were rumours that Captain Kidd's treasure was buried there and there have been many theories that extend beyond that of Captain Kidd, which include manuscripts, and Marie Antoinette's jewels. Parts of the island are known as the "Money Pit", which is allegedly the original searchers' spot and is more than 100 feet deep. According to island lore, it first drew the attention of a local teenager in 1795, who noticed an indentation in the ground and, with some friends, started to dig—only to find a man-made shaft featuring wooden platforms every 10 ft down to the 90 ft level of depth. There is also a formation of boulders called "Nolan's Cross", named after a former treasure hunter with a theory on it, and a triangle-shaped swamp. Lastly, there has been searcher activity on a beach at a place called "Smith's Cove". Various objects including non-native coconut fibre were found there. Oak Island is currently populated on a seasonal basis with two permanent homes and two cottages. While the island remains private property, public access is granted by those who schedule tours ahead of time.

COMPLAINTS COMMITTEE REPORT

September 7, 2021

I should first report that technology was, and is, a gift during the pandemic. We have cloud storage, email and GoToMeeting! They have allowed the Complaints Committee to share all the information and discuss it in real time.

We have faced an unusual number of new complaints in the last 12 months, 12 to be exact; that's double the normal number. At this point last year, we had 5 complaints.

So what are the issues the Complaints Committee investigates? Below is a list with a very brief outline of the complaints. They are far more extensive by far.

- 1 Complaint 19-04 charges the surveyor with misconduct based on multiple surveys with multiple errors.
- 2 Complaint 20-03 asserts that the surveyor ill-advised the client & over charged him.
- 3 Complaint 20-05 maintains that the surveyor hadn't complied with our standards of practice.
- 4 Complaint 20-06 argues that the surveyor hadn't complied with our standards of practice.
- 5 Complaint 20-07 insists the surveyor should have shown a right-of-way on the plan.
- 6 Complaint 21-01 contends the surveyor hadn't complied with our standards of practice.
- 7 Complaint 21-02 claims that the surveyor didn't show the correct owner on the plan.
- 8 Complaint 21-03 submits that the surveyor included his lands on the neighbor's retracement survey.
- 9 Complaint 21-04 reports the entire survey doesn't comply with the standards of practice.
- 10 Complaint 21-05 insists the surveyor should show the right-of-way boundaries as parallel.
- 11 Complaint 21-06 protests that the surveyor wouldn't explain why he used the wrong survey marker and was rude on the phone.
- 12 Complaint 21-07 charges the surveyor with multiple counts of misconduct.
- 13 Complaint 21-08 opines that the surveyor made a gross boundary error which cost the complainant.
- 14 Complaint 21-09 declares the surveyor hadn't followed instructions, has made numerous errors and was rude when presented with it.
- 15 Complaint 21-10 contends the surveyor placed survey markers years ago, and now replaced them 12 feet apart.
- 16 Complaint 21-11 maintains that the surveyor submitted a plan for municipal approval, and now won't respond to municipal correspondence nor to the complainant.

(cont'd on next pg)

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- 17 Complaint 21-12 asserts that after the surveyor prepared a survey, a building permit was issued, but a stop work order was later issued. Now a remove the building order was issued and the surveyor won't respond to the municipality nor the complainant.

Of these 17 complaints, two were withdrawn and five have been dismissed, two after conditions were satisfied under an informal agreement between the Committee and the particular members. Two of the remaining ten complaints are under an informal agreement as well. The final eight are at various stages of the investigation.

These complaints take months to investigate, to correspond with this one and that one, and many times another one. The complainant generally doesn't contact the Association without speaking to the surveyor, but frustration wins out. And if a member thinks they're too busy to call their client back now, wait until we get involved. You not only have to explain everything in detail, you have to write it down, and then be questioned and write about that...and so on. Once the Complaints Committee is involved, we may investigate anything that is revealed during the investigation; your plan(s), research, calculations, your entire file - do they comply with the standards? This is not a scare tactic; this is what we do. We all need to know that everyone is working from the same playbook.

I understand that this year has been unusually busy for our profession. That's great, but that activity has interfered with dealing with the complaints. Together with my gratitude to the committee, I'd like to thank 4 other members for assisting the committee with these investigations: Carl Hartlen, David Whyte, Blake Beaton & Daniel Gerard. I offer my heartfelt thanks to Joe Harvie, who has spent 11 years with the Complaints Committee and Brian Spicer, our public representative, who has deliberated with us for 5 years. Both have decided to step down from the committee this fall.

Committee members:

Glenn Crews, chairman

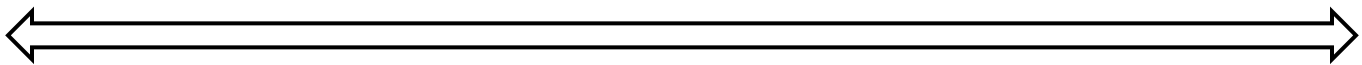
Arthur Backman,

Joseph Harvie,

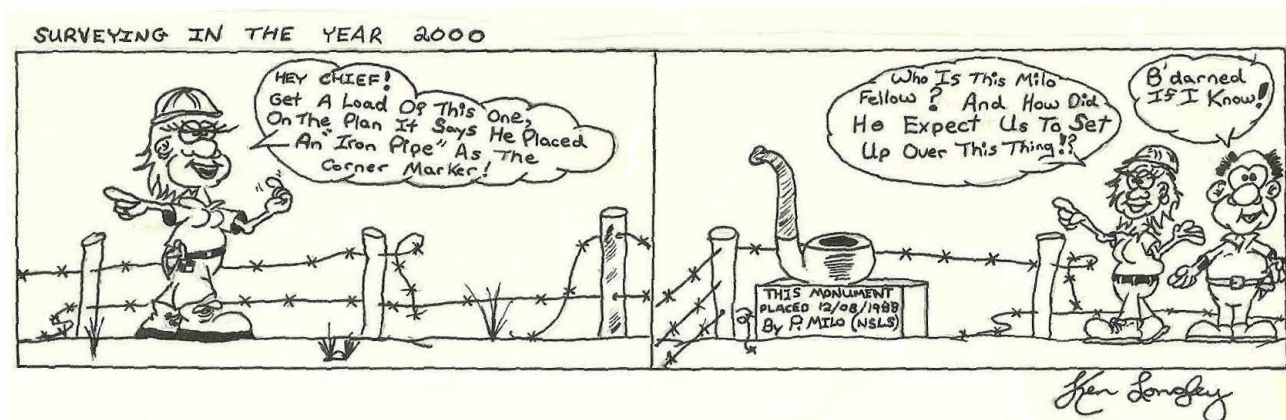
Geoffrey Dick,

Darren Trevors and

Brian Spicer, public representative



BACK TO THE FUTURE



MOTIONS FOR CONSIDERATION

MOTION # 1 (2021 AGM)

WHEREAS Section 5.12.1 and Section 5.12.2 of the Standards of Practice of the Association of Nova Scotia Land Surveyors describe the method of blazing survey lines inconsistent with the historic practice of blazing survey lines.

AND WHEREAS the Council of the Association of Nova Scotia Land Surveyors is desirous of describing the method of blazing survey lines more consistently with historic practice.

BE IT RESOLVED that the following changes be made to Sections 5.12.1 and to 5.12.2 by striking out the words so indicated below and adding the words highlighted in yellow below.

5.12.1 suitable trees standing within ~~0.5 metres~~ **one metre** of the line shall be blazed fore and aft and on the side toward the line, or the trees shall be blazed at forty-five degree angles to the line,

5.12.2 suitable trees standing between ~~0.5~~ **one** and ~~one~~ **two** metres from the line shall be marked with a single blaze facing the line.

MOVED BY: Raymond Pottier

SECONDED BY: Joe Harvie

MOTION # 2 (2021 AGM)

WHEREAS the Standards of Practice of the Association of Nova Scotia Land Surveyors do not describe the frequency of blazes along surveyed lines.

AND WHEREAS the Council of the Association of Nova Scotia Land Surveyors is desirous of establishing a minimum standard for frequency of blazes along a survey line.

BE IT RESOLVED that the following Section 5.12.6 be added to the Standard of Practice, highlighted in yellow below.

5.12.6 blazes shall be spaced at no more than 5 metres along the line, where possible.

MOVED BY: Raymond Pottier

SECONDED BY: Andy DeCoste

MOTION # 3 (2021 AGM)

WHEREAS Section 6.12.8 of the Standards of Practice of the Association of Nova Scotia Land Surveyors states in part that “Distances of a surveyed boundary shall be expressed in either feet or metres”

AND WHEREAS Canada adopted the Metric System on 1 April 1975.

BE IT RESOLVED that the following changes be made to Section 6.12.8 by striking out the words so indicated below.

6.12.8 Distances of a surveyed boundary shall be expressed ~~in either feet, and decimals thereof, rounded to no greater than 0.1’ and no less than 0.01’~~ or in metres, and decimals thereof, rounded to no greater than 0.01m and no less than 0.001m, or both.

MOVED BY: Raymond Pottier

SECONDED BY: Jim MacIntosh

MOTION # 4 (2021 AGM)

WHEREAS Section 6.12.10 of the Standards of Practice of the Association of Nova Scotia Land Surveyors states in part that “The area of each parcel surveyed expressed in either square feet, rounded to the nearest square foot, (acres if appropriate) or in square meters”

AND WHEREAS Canada adopted the Metric System on 1 April 1975.

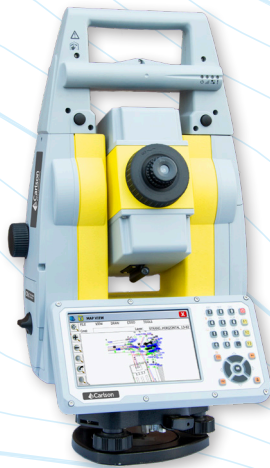
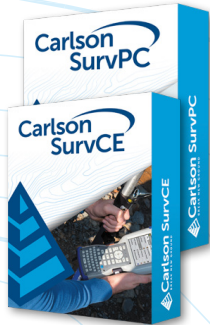
BE IT RESOLVED that the following changes be made to Sections 5.12.1 and to 5.12.2 by striking out the words so indicated below.

6.12.10 The area of each parcel surveyed expressed in ~~either square feet, rounded to the nearest square foot, (acres if appropriate) or in~~ square meters, rounded to the nearest 0.1sq m, (hectares if appropriate) except in the case of properties with natural boundaries, where the area shall not be shown with greater apparent accuracy than can be obtained from the methodology used to determine the natural boundary.

MOVED BY: Raymond Pottier

SECONDED BY: Jim MacIntosh

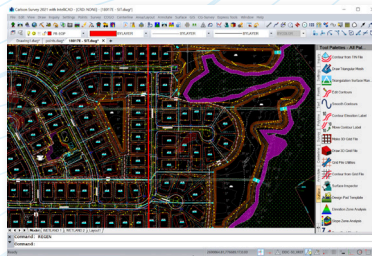
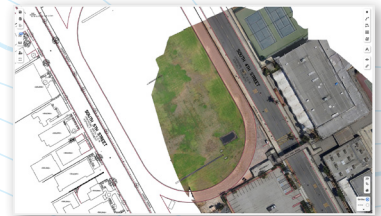
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The Association of Nova Scotia Land Surveyors

Financial Statements

December 31, 2020

The Association of Nova Scotia Land Surveyors

December 31, 2020

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Independent Practitioner's Review Engagement Report

To the Shareholders
The Association of Nova Scotia Land Surveyors

We have reviewed the accompanying financial statements of The Association of Nova Scotia Land Surveyors that comprise the balance sheet as at December 31, 2020 and the statements of operations and accumulated operating surplus, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, 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.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures and evaluating the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of The Association of Nova Scotia Land Surveyors as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

G&R Chartered Professional Accountants

Licensed Public Accountants

Dartmouth, Nova Scotia

The Association of Nova Scotia Land Surveyors

Balance Sheet

December 31, 2020

	Note	2020 \$	2019 \$
Assets			
Current Assets			
Cash		406,590	294,549
Accounts receivable		13,923	19,385
HST receivable		4,777	4,085
Total Current Assets		425,290	318,019
Land and building	3.	71,864	73,289
Long term investments		-	100,051
Total Assets		497,154	491,359
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities		1,875	395
Receiver General payable		3,492	3,196
Deferred revenue		85,515	77,570
Total Current Liabilities		90,882	81,161
Net Assets			
Accumulated operating surplus		406,272	410,198
Total Liabilities and Net Assets		497,154	491,359

SIGNED ON BEHALF OF THE MEMBERS

Peter A Berrigan

Executive Director

Interim Exec. Director

The Association of Nova Scotia Land Surveyors

Statement of Operations and Accumulated Operating Surplus

For the Year Ended December 31, 2020

	2020	2019
	\$	\$
Revenue (schedule A)		
Membership dues	204,013	208,584
Survey review	88,895	82,815
General operations	13,526	44,266
Other operations	925	5,835
Total revenue	307,359	341,500
Expenses		
Administration (schedule B)	249,816	259,972
Board of Examiners (schedule B)	-	250
Committees (schedule C)	-	2,977
Grants, levies and awards (schedule C)	41,616	34,901
Miscellaneous (schedule C)	1,875	3,605
Office accommodations (schedule C)	17,978	21,906
Total expenses	311,285	323,611
Operating surplus (deficit) for the year	(3,926)	17,889
Accumulated operating surplus - beginning of year	410,198	392,309
Accumulated operating surplus - end of year	406,272	410,198

The Association of Nova Scotia Land Surveyors

Statement of Cash Flows

For the Year Ended December 31, 2020

	2020	2019
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Operating surplus (deficit) for the year	(3,926)	17,889
Adjustments to operating surplus (deficit) not involving cash - amortization	2,025	1,937
Decrease (increase) in accounts receivable	5,462	15,244
Decrease (increase) in HST receivable	(692)	(1,704)
Decrease in accounts payable	1,480	(13,529)
Increase (Decrease) in Receiver General payable	296	1,240
Increase (decrease) in deferred revenue	7,945	28,090
TOTAL CASH FLOWS FROM OPERATING ACTIVITIES	12,590	49,167
Increase in long-term investments	100,051	-
Proceeds from sale of property, plant and equipment	(600)	-
TOTAL CASH USED BY INVESTING ACTIVITIES	99,451	-
INCREASE IN CASH	112,041	49,167
CASH - BEGINNING OF YEAR	294,549	245,382
CASH - END OF YEAR	406,590	294,549

The Association of Nova Scotia Land Surveyors

Notes to the Financial Statements

For the Year Ended December 31, 2020

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

1. Significant Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFP) and include the following significant accounting policies:

Financial Instruments

The financial assets and liabilities are initially recorded at fair value. The Association subsequently measures all its financial assets and financial liabilities at cost or amortized cost. Changes in fair value are recognized in net income.

Financial assets measured at cost include cash and accounts receivable. Financial liabilities measured at cost include accounts payable and amounts owing to government.

Cash

The Association defines cash as the amount of cash on hand and cash on deposit net of cheques that are issued and outstanding at the end of the year.

Building and computer

Building and computer are recorded at cost. Amortization is calculated using the declining balance method at the annual rate of 4% for building, 55% for computer.

In the year of acquisition, amortization is calculated at one-half of the annual rate.

Long Term Investments

The Association's investments, consist entirely of guaranteed investment certificates that are quoted in an active market and are initially and subsequently measured and recorded at their fair value, determined on the basis of market value. Changes in fair value are recognized in income in the period incurred. Transaction costs that are directly attributable to the acquisition of these investments are recognized in net income in the period incurred. Realized and unrealized gains and losses on investments are reported in the statement of earnings.

Impairment of Long-lived Assets

Property subject to amortization is tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the projected future net cash flows resulting from its use and eventual disposition. The impairment loss, if any is measured as the amount by which the carrying amount of the asset exceeds its fair value. To December 31, 2020, no impairment losses have been recorded.

The Association of Nova Scotia Land Surveyors

Notes to the Financial Statements

For the Year Ended December 31, 2020

1. Significant Accounting Policies continued

Income Taxes

The Association is a not-for-profit organization, as described in Section(1)(1) of the *Income Tax Act*, and therefore exempt from income taxes.

Revenue Recognition

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

Contributed Services

The Association would not be able to carry out its activities without the services of many volunteers who donate a considerable number of hours. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

Statement of Cash Flows

The Association prepares the statement of cash flows on a net cash basis and reports the cash flows from operating and financing activities using the indirect method.

Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that effect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities as at December 31, 2020 and the reported amounts of revenues and expenses for the year then ended. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

2. Financial Instruments

The significant financial risks to which the Association is exposed are, interest rate risk, liquidity risk, and credit risk.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association's primary objective is to ensure the security of principal amounts while achieving a satisfactory return. The Association does not use derivative financial instruments to alter the effects of this risk.

Liquidity Risk

Liquidity risk is the risk that the Association will encounter difficulty in meeting its obligations associated with financial liabilities. The Association is exposed to liquidity risk arising primarily from accounts payable and amounts due to the government. The Association's approach to managing liquidity is to ensure that it always has sufficient cash flows and cash on hand to meet its operating obligations.

The Association of Nova Scotia Land Surveyors

Notes to the Financial Statements

For the Year Ended December 31, 2020

Credit Risk

Financial instruments that potentially subject the Association to credit risk consist of cash and cash equivalents and accounts receivable. The Association uses reputable institutions for cash and believes the risk of loss to be remote. The Association estimates an allowance for doubtful accounts for accounts receivable. As at December 31, 2020 and December 31, 2019 no allowance for doubtful accounts for accounts receivable was recorded. The Association does not believe it faces significant credit risk exposure. The fair values of items that meet the definition of financial instruments approximate their carrying values. Any credit losses are provided for the financial statements and consistently have been within management's expectations.

3. Land, Building and Computer

Land and building consist of the following:

	Cost	Accumulated Amortization	2020 Net Book Value	2019 Net Book Value
	\$	\$	\$	\$
Land	26,798	-	26,798	26,798
Building	111,565	66,934	44,631	46,491
Computer	600	165	435	-
Total	138,963	67,099	71,864	73,289

The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2020

Schedule of Revenue

Schedule A

	2020 \$	2019 \$
Membership Dues		
Regular	197,775	201,591
Retired	3,150	4,538
Student	3,088	2,455
Total membership dues revenue	204,013	208,584
Survey Review		
SRD plan	74,705	71,395
SLC number	12,605	11,420
Other SRD revenue	1,585	-
Total survey review revenue	88,895	82,815
General Operations		
Certificates of authorization	8,600	9,400
Convention receipts	-	13,455
Interest income	767	1,331
Miscellaneous	2,959	2,275
Nova Scotian Surveyor	1,200	1,800
Seminars	-	16,005
Total general operations revenue	13,526	44,266
Other Operations		
Rental income	-	4,600
Service charges	925	1,235
Total other operations revenue	925	5,835
Total revenue	307,359	341,500

The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2020

Schedule of Expenses

Schedule B

	2020	2019
	\$	\$
Administration		
Accounting service	3,885	3,885
Advertising	1,819	1,030
Amortization	2,025	1,937
Benefits - medical, dental and RRSP	9,828	12,522
CPP, EI and workers' compensation	7,758	4,597
Council meetings	-	1,213
Equipment rental and maintenance	176	347
Executive director expenses	1,231	1,534
Executive expenses	-	5,255
General meeting - convention	1,014	17,496
Legal services	16,506	-
Nova Scotian Surveyor	1,653	2,227
Office supplies	4,314	6,378
Postage	709	577
President's travel	5,583	18,346
Professional dues and fees	3,875	2,145
Salary - Administrators	48,602	42,820
Salary - Executive director	77,934	59,867
SRD Manager contract	55,000	61,484
SRD Manager expense	2,188	4,670
SRD Bad Debts expenses	960	-
Seminars	-	7,301
Staff training and education	375	-
Telephone, fax and internet	2,272	3,494
Zone meetings	-	847
Bad Debt Expenses - Admin	2,109	-
Total administration expenses	249,816	259,972
Board of Examiners		
N.S. Board of Examiners	-	250
Total Board of Examiners expenses	-	250

The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2020

Schedule of Expenses

Schedule C

	2020	2019
	\$	\$
Committees		
Administrative review	-	8
Complaints	-	969
Public awareness	-	2,000
Total committees expense	-	2,977
Grants, Levies and Awards		
C.B.E.P.S. levy	5,003	5,001
C.O.G.S. awards	2,500	2,500
Professional Surveyors Canada	34,113	27,400
Total grants, levies and awards expense	41,616	34,901
Miscellaneous		
Courier	46	-
Donation - memorials	250	310
Interest and bank charges	1,326	1,639
Other	-	1,525
Penalties and interest	103	131
Other miscellaneous expenses	150	-
Total miscellaneous expenses	1,875	3,605
Office Accommodations		
Building maintenance	250	2,729
Cleaning	300	320
Insurance	4,152	4,545
Taxes	10,457	10,519
Utilities	2,819	3,793
Total office accommodations expense	17,978	21,906

Association of Nova Scotia Land Surveyors
2022 Budget (Proposed)
Prepared September 18, 2020

		2022 Budget (Proposed)	2021 Budget	2021 Actual to 08-31-2021	2021 Actual Projected
REVENUE					
ADMINISTRATION REVENUE					
Membership Dues					
Regular Members	(139 @1,500)	208,500.00	204,000.00	197,500.00	211,750.00
Retired Dues	(29@150)	4,350.00	4,500.00	4,650.00	4,650.00
Associate Dues	(0@150)	0.00	0.00	0.00	0.00
Candidate Dues	(30@150)	4,500.00	3,300.00	4,100.00	4,100.00
Total Membership Dues		217,350.00	211,800.00	206,250.00	220,500.00
SLC Numbers	(See note 12)	11,500.00	11,200.00	7,700.00	11,433.33
SRD Plan	(See note 12)	78,250.00	69,000.00	60,150.00	83,150.00
Other SRD Revenue	(See note 16)	3,500.00	3,500.00	4,045.00	5,211.67
Total		93,250.00	83,700.00	71,895.00	99,795.00
Nova Scotian Surveyor		2,400.00	1,500.00	2,400.00	2,400.00
Convention Revenue		18,000.00	18,000.00	0.00	18,000.00
Seminar Revenue		25,000.00	25,000.00	0.00	25,000.00
Certificate of Authorization	(49@200)	9,800.00	9,660.00	9,040.00	9,240.00
Hearing (Discipline) Committee		0.00	0.00	0.00	0.00
Interest Earned		150.00	500.00	61.00	100.00
Other Revenue		1,500.00	250.00	0.00	0.00
Total		56,850.00	54,910.00	11,501.00	54,740.00
OTHER OPERATIONS					
Dues Service Charges	(40@20)	800.00	900.00	780.00	970.00
Rental Income	(See note 13)	0.00	0.00	0.00	0.00
Total		800.00	900.00	780.00	970.00
TOTAL REVENUE		<u>368,250.00</u>	<u>351,310.00</u>	<u>290,426.00</u>	<u>376,005.00</u>
ADMINISTRATION EXPENSES					
OFFICE EXPENSES					
Salary - Executive Director	(see note 18)	76,410.00	76,410.00	49,912.00	76,410.00
Salary - Administrative Assistant (PT)	(see note 19)	19,262.00	18,792.00	13,026.00	18,792.00
Salary - SRD Assistant (PT)	(See note 17, 19)	27,463.00	26,793.00	18,500.00	26,793.00
Salary - SRD Manager Contract	(see note 20)	62,500.00	60,000.00	41,458.00	62,292.00

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Benefits - Medical & Dental		6,700.00	8,000.00	4,440.00	6,660.00
Benefits - CPP		5,500.00	5,500.00	3,962.00	5,722.89
Benefits - EI		2,000.00	1,850.00	1,760.00	2,542.22
Benefits - Workers' Compensation		525.00	525.00	315.00	455.00
Benefits - Life Insurance	(See note 15)	0.00	0.00	0.00	0.00
Benefits - RRSP	(See note 15)	4,500.00	4,500.00	2,250.00	4,500.00
Total		204,860.00	202,370.00	135,623.00	204,167.00

Accounting Services		3,900.00	3,900.00	3,885.00	3,885.00
Advertising	(see note 21)	1,200.00	1,200.00	802.00	1,200.00
Annual Meeting & Convention	(See note 2)	25,000.00	25,000.00	0.00	25,000.00
Council Meetings		1,500.00	1,500.00	0.00	0.00
Depreciation	(See note 11)	2,050.00	1,860.00	0.00	2,200.00
Equipment Rental & Maintenance	(See note 4)	400.00	400.00	176.00	300.00
Executive Director Expenses		1,500.00	1,500.00	0.00	0.00
Executive Expense		400.00	400.00	0.00	0.00
Legal Services		8,000.00	10,000.00	4,374.00	7,707.33
Nova Scotian Surveyor		2,500.00	3,000.00	734.00	1,468.00
Office Expense	(see note 22)	7,500.00	7,500.00	7,107.00	8,982.00
Office & Computer Equipment		2,500.00	2,500.00	0.00	1,600.00
Postage		750.00	750.00	282.00	600.00
President's Travel	(See note 6)	20,000.00	20,000.00	0.00	0.00
Printing		250.00	250.00	0.00	0.00
Professional Dues & Fees	(See note 8)	5,250.00	3,000.00	5,250.00	5,250.00
Seminars		8,000.00	8,000.00	0.00	8,000.00
SRD Manager's Expenses		3,500.00	7,200.00	2,100.00	3,600.00
Staff Training		2,000.00	2,000.00	0.00	0.00
Telephone, Fax, Internet	(see note 23)	1,740.00	2,800.00	1,468.00	2,168.00
Zone Meetings		2,500.00	500.00	448.00	896.00
Total		100,440.00	103,260.00	26,626.00	72,856.00

COMMITTEES

Administrative Review Committee		150.00	150.00	0.00	0.00
Complaints Committee		150.00	150.00	0.00	0.00
Continuing Education Committee		150.00	150.00	0.00	0.00
Hearing (Discipline) Committee	(See note 1)	8,000.00	10,000.00	0.00	0.00
Governance Committee		150.00	150.00	0.00	0.00
Other Committees		150.00	150.00	0.00	0.00
Public Awareness Committee		5,000.00	5,000.00	0.00	0.00
SRD Review Committee		150.00	150.00	0.00	0.00
Strategic Planning Committee		150.00	150.00	0.00	0.00
Environmental Committee		150.00	150.00	0.00	0.00
Total		14,200.00	16,200.00	0.00	0.00

(cont'd on next pg)

*(cont'd from prev pg)***GRANTS, LEVIES & AWARDS**

CBEPS Levy	(See note 14)	5,600.00	5,100.00	5,555.00	5,555.00
PSC Levy	(See note 7)	34,113.00	34,000.00	34,113.00	34,113.00
COGS Awards	(See note 3)	2,500.00	2,500.00	2,500.00	2,500.00
Total		42,213.00	41,600.00	42,168.00	42,168.00

BOARDS OF EXAMINERS

Canadian Board (CBEPS)		0.00	150.00	0.00	0.00
Exams		150.00	150.00	0.00	0.00
NS Board of Examiners		250.00	150.00	0.00	0.00
Total		400.00	450.00	0.00	0.00

ACCOMMODATION

Building Maintenance	(See note 10, 25)	0.00	1,500.00	240.00	240.00
Cleaning		350.00	350.00	300.00	300.00
Insurance	(see note 25)	1,200.00	4,500.00	3,815.00	3,815.00
Taxes	(see note 25)	0.00	12,000.00	5,323.00	10,646.00
Utilities	(see note 25)	4,300.00	4,300.00	3,052.00	4,500.00
Rent	(see note 25)	18,000.00	0.00	0.00	0.00
Total		23,850.00	22,650.00	12,730.00	19,501.00

MISCELLANEOUS

Courier		200.00	200.00	111.00	175.00
Donation - Memorials		1,500.00	1,500.00	200.00	300.00
GANS		0.00	0.00	0.00	0.00
Interest & Bank Charges		1,250.00	1,250.00	776.00	1,164.00
Penalties & Interest		100.00	100.00	0.00	0.00
Miscellaneous Expenses		1,000.00	1,000.00	5.00	250.00
Corrections		0.00	0.00	1.00	1.00
Total		4,050.00	4,050.00	1,093.00	1,890.00

TOTAL OFFICE EXPENSES		<u>390,013.00</u>	<u>390,580.00</u>	<u>218,240.00</u>	<u>340,582.00</u>
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SURPLUS/(DEFICIT)		(21,763.00)	(39,270.00)	72,186.00	35,423.00
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(Notes cont'd on next pg)

NOTES:

- 1 If a member is found guilty by the Discipline Committee, costs are as per sections 49 of the Regulations of September 10, 2013.
- 2 In addition to the budgeted convention revenue, \$50 of each member's dues is attributed toward the payment of convention expenses. The total amount for 2021 is \$xxx (x@\$50)
- 3 This is for four awards that will be presented annually to students at COGS
- 4 Equipment and rental maintenance contracts for photocopier. Also, inclusive of repairs, maintenance and annual inspections of equipment.
- 5 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.
- 6 President's travel is for out-of-province travel of the President or their designate to attend meetings of other associations.
- 7 The budget for the PSC levy is based on \$250.00 per active and practicing life member in 2021.
- 8 Professional dues and fees include ANSLs dues, ACLS dues, Development Officers Associate membership & GANS dues for Executive Director and SRD Manager.
- 9 Each year a portion of the HST ITCs for the month of January are disallowed per CPA requirement.
- 10 Building maintenance is comprised of major expenses to repair and/or maintain the association office building.
- 11 Annual building depreciation.
- 12 Revenue based on average year sales.
- 13 Rental of portion of office building.
- 14 Fee paid bases on number of active members and candidate members to CBEPS.
- 15 The Assoc. currently match RRSP up to \$1500 per employee annually. No existing life insurance for ANSLs staff.
- 16 Other SRD revenue based on plan submissions consisting of six or more lots.
- 17 SRD pay is made up of 60% SRD and 40% administrative office duties.
- 18 Basing off of 2021 ED salary as new ED for 2022 has not been hired yet.
- 19 2.50% salary increase as per suggested by 2021 ED.
- 20 As per his Invoices of \$5,208.34 per month.
- 21 Hiring process of new ED for 2021 cause 2021 numbers to be high, adjusted to normal numbers for 2022 budget.
- 22 Covers: Multi User Sage License, Multi User GoToMeetings, Digital nGenuity (phone - physical and software, web host etc.), Bit Defender.
- 23 Only internet with bell now - phones under office (nGenuity).
- 24 Accounting for Zone Meetings to be in person in 2022.
- 25 Building has sold, will be renting in 2022, max rent to be \$1500/month.

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