

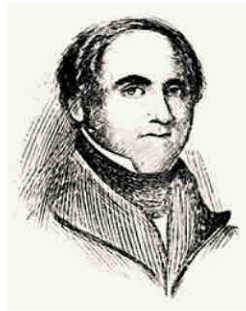
# THE NOVA SCOTIAN SURVEYOR

Fall 2014

No. 196



(1687 – 1740)



(1711 – 1781)



(1721 – 1824)



(1724 – 1805)



(1728 – 1779)



(1728 – 1801)



(1737 – 1820)



(1740 – 1812)



(1740 - 1831)



(1795 – 1885)



(1836 – 1920)



(1839 – 1916)

**SURVEYORS AND MAPPERS OF NOVA SCOTIA'S PAST  
(CIRCA 1687 – 1920)**



THE  
NOVA SCOTIAN  
**SURVEYOR**

FALL 2014

No. 196

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**THE NOVA SCOTIAN SURVEYOR**

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**PRESIDENTS' REPORT***Cyril LeBlanc, NSLS*

It is hard to believe that my term as President is almost over. As I write this report, it is the middle of September and I have one more AGM to attend; Winnipeg the 24, 25 and 26<sup>th</sup> of September. I will be unable to attend the Quebec AGM because of the timing.

On behalf of myself and my wife Pat, I would like to thank the membership and Council for their support over the past year. It has been a great privilege for both of us to have represented our Association at home and at other AGMs throughout the country. This year, Council operated with a reduced number of persons. I was fortunate to have worked alongside experienced and dedicated members of Council. I want to thank the office staff for all their help throughout the year and I also want to thank all the volunteers serving on different committees. We gained a public member on Council, Eugene Peters and David Keefe was appointed to the complaints committee as a public representative.

It was a truly sad day when we lost our Vice President Kirk Nutter. He was well respected by the survey profession, Council, and his community of friends and family. I want to thank the nominating committee for their work, and for former councillor, Brian MacIntyre, for filling the position of Vice-President for the duration of Kirk's term. The nominating committee has managed to fill all upcoming positions on the next Council with willing people able to commit to their respective duties.

I would like to extend my condolences to the families of Land Surveyors who passed away this year, and to some Land Surveyors who lost family members. I regret not being able to attend all services.

When I was first asked to serve on the executive as Vice-President, I used every excuse I could to refuse. I did not consider that I had the time, skills or confidence to later carry on into the position of President. My employer and co-workers were supportive of me, and helped with the sharing of my workload and flex time capabilities. My wife, Pat, was also very supportive in all matters.

It has truly been a rewarding experience for me because of the knowledge gained and friends made. I would gladly fill the position again, if asked. I felt that I brought different skills to the table with my background and training in the Building/ Fire Inspection field. I would encourage anyone who may be approached by the nominating committee to give serious consideration to serving on Council.

This October will see our AGM take place at the Membertou Trade and Convention Centre.

Thursday will commence with a Presidents Forum. There will be a trip to Fortress Louisbourg for a partial guided tour and meal of the day. That evening will feature registration with an icebreaker with a silent auction for L'Arche Cape Breton (an organization dedicated to assisting men and women with developmental disabilities), music by Andrew Doyle, a cash bar and finger foods. The silent auction to date has donations in excess of \$6000 to bid on.

Friday morning will feature two seminars, and the business meeting begins Friday afternoon. Friday night will see the Presidents banquet and dance. Music is by the Blues Merchants.

The business meeting continues on Saturday. Tickets are available for Centre 200 Saturday evening featuring Natalie MacMaster, JP Cormier, and others. It is shaping up to be a good time. I hope to see many of you there.



**EXECUTIVE DIRECTOR REPORT**

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



After writing reports for the Nova Scotia Surveyor for more than 15 years, I struggle with the fact that I may find myself dwelling on topics previously discussed. But I am reminded that this often occurs when listening to church sermons. I'm sure that you have heard the Ten Commandments more than once, so I guess there is minimal risk in repeating oneself on occasion.

Let's talk about public relations and look at the profession of surveying, whether it be by a technician, technologist or a licensed professional.

Who promotes the industry? How does a practitioner gain the recognition and the respect that is desired? The public has never been more informed and aware of special information /coordinates in the history of mankind. Digital mapping via the internet, geographical location using your personal cellular (cell) phone, or a hand-held/mobile GPS unit. Even television and movies illustrate triangulation with the use of cell-towers in locating an individual's cell phone.

And to think that we have been doing this stuff our whole career! Do you tell people what you do? Do you tell them the value of the land tenure fabric to the economy? Not just as a tax base, but with respect to development, mortgages, infrastructure, transportation, life style and history. The players in this game of surveying are the industry ambassadors.

I often hear surveyors complain about lack of work, but the unemployment rate for our industry is very low. Yes, the economy can throw a curveball now and then but you cannot just sit and wait for the phone to ring. You need to promote yourself and your business.

I do appreciate that our industry does not command repetitive clients as some professions do. People do not get surveys done just because they have extra money in the bank. On the contrary, they are often "*land rich and cash poor*". Do you advertise, speak to community groups, give presentations to schools, or actively seek out opportunities to promote the industry and your business?

You need to be considered the go-to person in your community to solve property conflicts and not be one who is a party to the conflict. Far too often the land surveyor is unwittingly caught in a web of personality conflict when asked to survey a boundary that is in dispute. Approach every conflict with caution. Don't become a party to the conflict and maintain your impartiality.

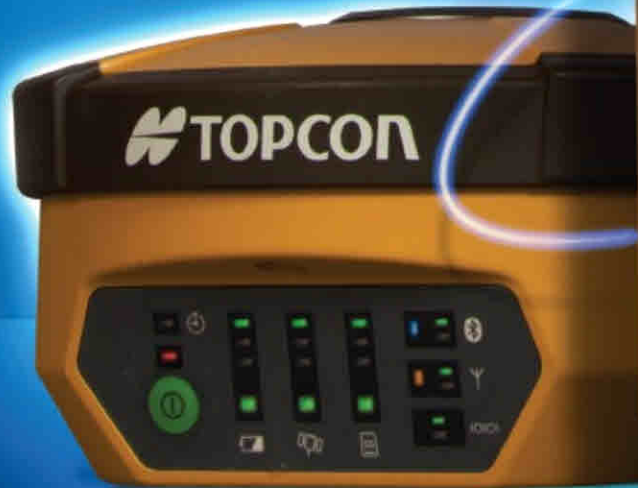
I often tell people "*surveying is not complicated, people make it complicated*". The best survey in the world will not necessarily solve a boundary conflict. Conflicts sometimes find their way to the courts after several years of bickering, but more often, just sit there waiting for more rational adversaries to take ownership. Your reputation and that of the industry is often on trial by the public in the way that you interact within your community.

One way that all surveyors can promote the surveying industry within the broad field of Geomatics is by supporting Professional Surveyors Canada (PSC). Yes, you already have committed \$200 per year to fund the organization, but it needs your moral support as well if it is to represent Canadian Land Surveyors at home and abroad.

We are one of eleven legislated professional associations, each with territorial concerns, but striving for national recognition and we are all ambassadors.



HIPER V



GR-5

GRS-1

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## Mapping the Morris Building – Survey Firm Gives Back - *David Males*

When the appeal went out for surveying services in support of the effort by Heritage Trust of Nova Scotia and partners to save the Morris building, Servant, Dunbrack, McKenzie and MacDonald (SDMM) knew they had to jump in. As one of Nova Scotia’s oldest and largest surveying firms, SDMM have strong roots in the Halifax area and the Morris House harkens back to the earliest survey traditions in the province. At the request of Dr. Phil Pacey, representing the Joint Action Committee for the Morris House, SDMM undertook a lot survey of the new location to document the placement of the building in conformity with HRM’s Lot Grading Bylaw. As well, Dr. Pacey asked SDMM to carry out a survey of the Morris House to confirm accurate dimensions of the building envelope and to produce a 2D schematic drawing of the existing structure so that contractors could design the new foundation to match.

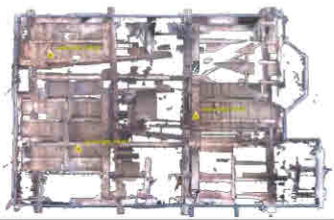
In lieu of traditional survey methods, SDMM employed high-definition LiDAR (laser) scanning to capture the geometry of the entire Morris House exterior, as well as the exposed underside. The result was a 3D point-cloud model of the entire building, which could be explored virtually using only an Internet browser. Contractors and consultants involved in the project were able to inspect the entire exterior of the building, including the underside, without having to visit the site, a tremendous benefit and time-saver (see accompanying figures).

For those unfamiliar with the concept, a point cloud is a set of data points in some coordinate system. Point clouds may be created by 3D scanners. These devices automatically measure a large number of points on the surface of an object, and often output a point cloud as a data file. The point cloud represents the set of points that the device has measured.

The use of high-definition LiDAR scanning is well established for use in historical and archaeological documentation, conservation, and restoration, as well as in the geosciences. Recognizing the opportunity, SDMM used the Morris House relocation project to illustrate the many practical benefits of this approach. By scanning the exterior and underside, the resulting 3D point-cloud model was available for use in many ways, including extracting accurate measurements to create 2D layout drawings, obtaining a virtual and measurable model record of the building before any changes were made, and for use by architects and consultants during design for renovation and restoration.

From this 3D model, SDMM were able to create very complete and accurate 2D drawings of the remaining structure of the underside for use by the consultant responsible for designing the new foundation and the contractor who was to construct it. Working alongside the contractor, SDMM assisted in laying out the location of the forms for the new concrete foundation prior to pouring.

The Morris House is now firmly situated on the new foundation at its new location on the corner of Creighton and Charles streets and work continues to repurpose the historic structure as affordable housing for at-risk young people. We think Mr. Charles Morris, Nova Scotia’s first Chief Surveyor, would be pleased to know that the application of modern survey techniques was helpful in ensuring that the house built by Mr. Dennis Heffernan, and used as an office by the Morris family for 80 years, is accurately located on the new site and will continue to occupy a place of historical significance and practical purpose for generations to come.



*Underside for foundation*



*Underside and north wall*



*Façade and South wall*



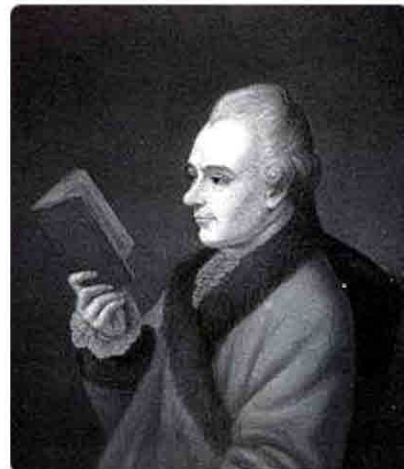
*Façade and north wall*

*David Males is the Director of Sales and Marketing, Reality Capture, 3D Modeling, and Visualization with Servant, Dunbrack, McKenzie and MacDonald in Halifax. This article is also available online at the Heritage Trust of Nova Scotia website: [www.htns.ca/quarterly.html](http://www.htns.ca/quarterly.html); The Griffin Quarterly, June 2014 (Vol. 39, #2).*

# The Map & Chart Makers

## J. F. W. Des Barres

*Joseph Frederick Wallet Des Barres was unquestionably one of the most important and talented map makers of the day. He personally surveyed many hundreds of miles of the coastlines of the North American continent. He spent two years surveying and charting the very remote Isle of Sable, an area which lay close to vital shipping lanes. The area was known at the time as “one of America's most populated graveyard”.*



The attention and detail that Des Barres lavished into this work alone was ultimately justified in the saving of lives, a point not lost on one British sea Captain who in 1778 found himself and his ship off that island coast. Having endured a three-week long storm which made astronomical observations impossible and believing himself to be off the coast of Cape Cod, Captain Hyde-Parker decided to take soundings which were then compared with the Des Barres charts he had on-board, on inspection he found his ship to be fast approaching the dreaded Isle of Sable instead!

Des Barres was born in Switzerland, and joined the British Army as a military engineer. In 1756 he was posted to North America as a lieutenant in the Royal American Regiment. He served under General Wolfe in Canada in the Seven Years War against the French as part of a team of talented surveyors which included James Cook and Samuel Holland. As the British presence on the North American continent grew in response to the unrest of the insurgent colonial states, so too did the relevance of the work these men were doing. Des Barres was not, according to all accounts, the easiest of individuals to work with, and throughout his life he frequently fought with his Lords and Masters back in Britain, which almost certainly caused him to be over-looked for the position of Surveyor General of the Northern territories in America (a position which went to the more agreeable Holland). He was however charged by the Government of the day with compiling what was to prove to be one of the most important naval documents ever produced – The Atlantic Neptune.

The Atlantic Neptune Folio was compiled by Des Barres, partly from his own work, but it also relied heavily on that of others including Samuel Holland, Charles Blaskowitz, James Grant, Thomas Wheeler, Thomas Wright, George Sproule and George Gauld. Hydrographical information was also contributed by British naval officers such as John Knight, Hyde-Parker, James Cook and Thomas Hurd.

There were four editions of the folio (1777, 1780, 1781 & 1784) with each of the volumes, which went toward the folio, covering different geographic areas as follows:

Volume I The Sea Coast of Nova Scotia

Volume II The Sea Coast of Nova Scotia

Volume III Charts of the Coast and Harbours of New England

Volume IV(part 1) Charts of the Coast and Harbours in the St. Lawrence

Volume IV(part 2) New York south Westward to the Gulf of Mexico

In its day, the Atlantic Neptune was described as “one of the most remarkable products of human industry that has ever been given to the world through the arts of printing and engraving” and as “The most splendid collection of charts, plans and views ever published”.

Des Barres was an extremely talented artist and engraver and his work was marked by his attention to detail although he is credited with being a poor administrator, something which all too often caused him financial strife throughout his life, even as a one-time Governor of Halifax. His commitment to the task however was such that he was known, at times of disagreement with the Admiralty, to have paid out of his own pocket for the retention of his own team of supporting surveyors.

Des Barres lived to an old age and was reputed to have danced on the table on his 100th birthday. He died a couple of years later, still in dispute with his own Government over payment for his work on the Atlantic Neptune.

## Des Barres's Survey Methods

On the 27th May 1776 Des Barres forwarded a copy of his 'Map of that Part of the Coast of Nova Scotia' to Real Admiral Alexander Colvill, Commander-in-Chief of the North American Station. Along with the map Des Barres included an account of his surveying methods as follows:

*I measured a Base of 350 Fathoms along a Plain on the western Side of Exeter Harbour, and from its Extremitities, having, with a Theodolite, taken the angles of Visual Rays to Objects placed on the opposite Shore, which being calculated trigonometrically and protracted in their proper Bearings on Paper fixed upon a Plain Table, I then repeated with the Plain Table, the same Operations over again, and intersected the same Objects from the Same Extremitities of the Base Line, by which and other Intersections, or Series of Triangles, I had the Distance between an Object placed on Point Bulkeley and another on Newton Head; from whence, by farther intersections performed in the Same Manner, I determined the true Emplacement of Winter's, Roger's and Barron's Islands, and of all the Ledges; thence, repeating the former Operations from all these Islands, I found all the Angles, and Distances to agree with what I had layd down, from the above mentioned Observations, before. From Points as were most commodiously Situated on those Islands, and Head Lands, I observed the Distant Head Lands, Bays, Islands, points, and other remarkable Objects, as far as they could be distinguished.*

*Next I went along shore, and reexamined the Accuracy of every Intersected Object, delineated the true Shape of every Head Land, Island, Point, Bay, Rock above water, etc and every Winding and Irregularity of the Coast; and, with Boats sent around the Shoals, Rocks and Breakers, determined, from Observations on Shore, their Position and Extent, as perfectly as I could. When the Map of any Part of the Coast was compleated in this Manner, I provided immediately each Craft with Copys of it: The Sloop was employed in beating off and on, upon the Coast, to the Distance often and twelve miles in the Offing, laying down the Soundings in their proper Bearings and Distance, remarking every where the Quality of the Bottom. The Shallop was, in the meantime, kept bussy in Sounding, and remarking around the Headlands, Islands, and Rocks in the Offing; and the Boats within the Indraught, Upwards, to the Heads of Bays Harb" etc. Soon after, coming to reflect on the extremely irregular, winding and broken Shape of this Coast, -- which is mostly covered with Spruce and thick Underwood, and thence perceiving the difficulties I had to encounter with, in finding convenient Places of Sufficient levell and extent for to measure Base Lines upon, I tryed the following Experiment. I soaked a Dipsy Line in Salt water, till it was fully imbibed, and then Stretched and rubbed it tought, and with an Iron Chain, measured 100 Fathoms of it, with Marks every 10 Fathoms.*

*Just before the Change of the Tide, on a calm Day, I fixed the One End of this 100 Fathom Line to a Station on Point Bulkeley and, with the other End, rowed right out for another station on Newton Head; (whose Distance I already knew) when I got the Line tought, I made its End fast to the Grapnell, and let it run to the Ground; After this, I caused another Boat to take the first End (which was fixed to the Station on Shore) and hawl in the whole Line till it came to be perpendicular with the Grapnell let down by the first Boat and thence to proceed rowing out again for the said Station on Newton Head, till the Line got to be tought, made fast to the Grapnell, and let down as before; And so continued: By which Measurement, I found the Distance to be 510 Fathoms; longer by 5 feet than I had found by Intersections.*

*This same method I repeated in the Mensuration of a Line from the same Station on Point Bulkeley to an object on Roger's Island, and found 1586 Fathoms to be the Distance; longer, by 19 feet than I had found it to be, by the Method of Triangles. Many subsequent Tryalls and Examinations of this new Method have convinced me how Surprisingly it coincides with Mensurations performed, by the means of an Iron Chain, on Shore, And, from these Considerations and other Cogent Reasons, I have been induced to apply it very advantageously during the Course of my Survey. The irregular and Hilly nature of the Lands along Shore was, everywhere, sketched off, upon the Draught, on the Spot.*



*The Interior Parts of the Country were layd down from the Accounts of Bearings, Distances and Descriptions, observed, with a common Pocket Compass, by Arcadians: Here the Lands have a better Aspect, the Hills being but low, of gradual Ascent,-- fiatt at their Tops, and generally covered with Beach, Maple, Oak, Pine and other large Wood and the Lakes mostly bordered with Wild Meddows and rich Interval Lands.*

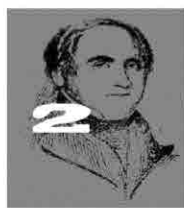
*At the first Glanze of this Draught, it will, I am sensible, appear inconvenient by its great Size; but when Your Lordship comes to reflect on the Nature of the Coast, Surrounded with so many Bays, Harbours, Inlets, etc and Small Islands, Rocks, Shoals, etc between most of which there are Passages for Ships and Vessells, You'll obviously conceive that the confused indistinctness unavoidably resulting from a Contraction of the Scale would have rendered it of little use or no Service upon approaching the Land, where the Necessity is greatest. I did, at first, propose to make a Reduction of it on a Scale of Six Miles to an Inch, but the Short Winter's Days, notwithstanding the closest Assiduity, scarcely afforded me Sufficient Time for completing One Single Original Draught from my Plain Table Sheets, I was forced, for the present, to give up the Thought of it. The Time and Opportunities I have as yet had in examining the Course of Currents and settings of the Tide, are insufficient to enable me to represent their divers Directions and the Velocities with which they run, in the accurate Manner they necessarily ought to be described in a Sea Chart; as the least Error or Omission of them, is often the Cause of Perplexities to Navigators, and sometimes of Disasters.*

**\*\*This article was collected from [www.heritagecharts.com](http://www.heritagecharts.com) and originates in UK\*\***

### **Names to Surveyors/Mappers on front cover.**



(1687 – 1740)



(1711 – 1781)



(1721 – 1824)



(1724 – 1805)



(1728 – 1779)



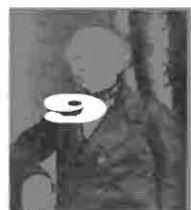
(1728 – 1801)



(1737 – 1820)



(1740 – 1812)



(1740 – 1831)



(1795 – 1885)



(1836 – 1920)



(1839 – 1916)

1 – Jean-Baptiste Couagne

2 – Charles Morris

3 – Joseph Des Barres

4 – Joseph Chabert-Cogolin

5 – James Cook

6 – Samuel Holland

7 – John Wentworth

8 – Thomas Wright

9 – Archibald Dodd

10 – Henry Bayfield

11 – Ambrose Church

12 – David MacKeen

**\*\*Information was collected from Dictionary of Canadian Biography, Wikipedia and Government of Nova Scotia websites\*\***

Notes from the Side of the Road ....



**MEMBERSHIP STATUS**

Michael MacMaster, NSLS # 649 joined Whyte, McElmon & Associates Ltd. as of September 2014.

Kevin Brown, NSLS # 601 joined DesignPoint Engineering & Surveying Ltd. in Bedford as of September 2014

Dave Wedlock, NSLS # 552 retired from COGS at the Annapolis Valley Campus in Lawrencetown, NS.

Stephen Wallace, NSLS # 602 joined Armco Capital Inc. as of September 2014.

Frank Longstaff, NSLS # 279 & Gerald Boylan, NSLS # 334 are still active members.

**NEW MEMBERS**

Andrew Sutherland, NSLS # 654 received his commission on August 21, 2014 and is working at Department of Natural Resources in Tusket, NS.

Wayne Stillman, NSLS # 655 received his commission on September 18, 2014 and is working with Department of Natural Resources in Halifax, NS.

**NEW CANDIDATES**

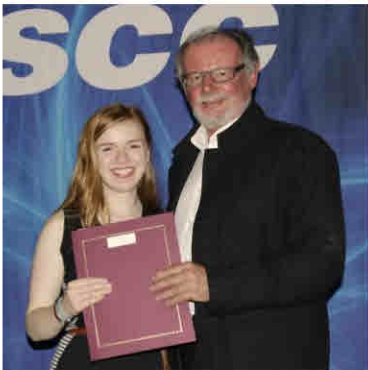
Bennett Blades is currently articling with Ray Pottier, NSLS # 560 at Department of Natural Resources in Tusket, NS.

**COMPANIES**

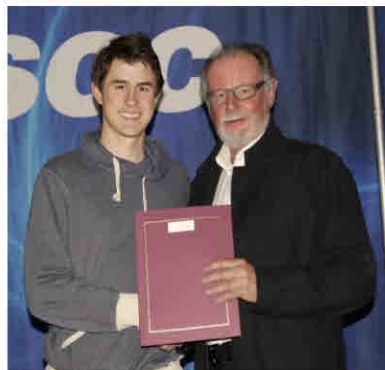
DesignPoint Engineering & Surveying Ltd. has been started in Bedford as of September 2014.

**2014 AWARDS**

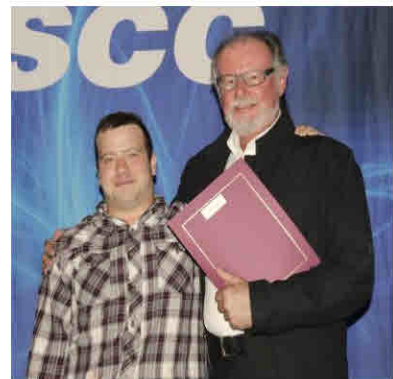
Presented to COGS Graduates by Dave Wedlock, NSLS on behalf of The Association of Nova Scotia Land Surveyors



J.E.R. March Award presented to Bronwyn Jenkins-Murray for best kept field book



J.A.H. Church Award presented to Riley Boyle for showing the most progress



George T. Bates Award presented to James MacLeod for attaining the highest standing

**CANDIDATE FOR PRESIDENT***Jody V. Isenor, P. Eng., NSLS*

Jody was born in Halifax and raised in Carroll's Corner, NS. He is a Nova Scotia Land Surveyor (#637) with more than 13 years field and office experience in all aspects of legal land surveying in Atlantic Canada including: legal, topographic, control and engineering surveys, photogrammetric mapping and in-shore hydrographic surveying. He also has extensive experience in project management, leadership within a technical environment, procurement of Geomatics related products and spatial information management.

Jody is motivated and enthusiastic with extensive leadership experience. He has strong ethics and values with an ability to think strategically and analytically. Jody respects traits such as honesty and integrity and is comfortable in taking the initiative at any time. He also speaks French and obtained his second language proficiency within the Public Service.

Jody began his career after high school graduation and attended both Royal Roads Military College (Victoria, BC) and the Royal Military College (Kingston, ON) in the Civil Engineering program. He returned to Nova Scotia again in 1996 and attended the College of Geographic Sciences (COGS) in Lawrencetown, where he graduated with honors as a Geomatics Engineering Technologist in 1998. Following COGS, Jody worked in Bolivia in support of seismic exploration activities for a Western Canadian Seismic Exploration company.

In 2000, he returned to Nova Scotia again, and was employed as a Survey Technologist with Public Works and Government Services Canada. While employed at PWGSC, he then returned to UNB in 2006 and completed his (B.Sc. E) Geodesy and Geomatics Engineering degree in 2009. In 2010 he received his commission as a Nova Scotia Land Surveyor and is currently working as the Regional Manager for the Geomatics Unit at PWGSC Halifax. Jody is a Professional Engineer, a member of PSC and CIG. He has been an active member for the association and was a Councilor for Zone 6(now 2) in 2012-2013.

Outside of work, Jody enjoys spending time boating on Grand Lake with his family and friends as well as spending time doing yard work and home improvements. Jody currently resides in Oakfield with his wife Sonia, step-son Mathieu and 20 month old son Brayden.



**CANDIDATE FOR VICE-PRESIDENT***H. James McIntosh, P. Eng., NSLS, CLS*

Jim graduated from Lockeport High School in 1976, Saint Mary's University in 1979 with a Bachelor of Science in Mathematics, and the University of New Brunswick in 1984 with a Bachelor of Science in Surveying Engineering.

During that time he worked with John A. McElmon & Associates Ltd in Halifax, ADI Ltd in Fredericton, and Legal Surveys Division of EMR Canada in Ottawa before returning to Nova Scotia in 1985 to article with Terrance Doogue, NSLS at SDMM Ltd in Halifax.

Jim became a CLS in 1985, a P. Eng. in 1989, and a NSLS in 1989.

In 1995 he worked as a Land Surveyor for City of Halifax and HRM until becoming Supervisor of Surveying Services for HRM between 1998 and 2008 before returning to SDMM Ltd in Halifax as partner and project surveyor.

Jim Has previously served as an Engineers Nova Scotia EIT Mentor from 1997 to 1999, 2008 to 2011, and 2010 to 2013; and the Association of Nova Scotia Land Surveyors Regulations Committee from 1995 to 1997, Complaints Committee from 1997 to 2003, Coordinate Referencing Committee from 2000 to 2005, Discipline Committee from 2005 to 2009, Zone 6 Councillor from 2009 to 2011, Hearing Committee from 2012 to Present, and Board of Examiners Special Examiner from 2010 to Present.

Jim and his wife Roberta have lived in Dartmouth for the past 29 years and look forward to further serving the Association as Vice-President in 2015.

**Notice of Motion**

**WHEREAS** it has become increasingly difficult to attract nominees to let their name stand for Council,

**AND WHEREAS** the membership appreciates the time and expense required to serve on Council,

**BE IT RESOLVED** that a member who serves as President will be exempt from paying annual dues for the fiscal year following the appointment to office,

**AND BE IT FURTHER RESOLVED** that each councillor representing Zones 1, 2, 3, & 4 be entitled to an honorarium of 25% of the value of the active members' annual dues.

**Moved** by Fred Hutchinson, **seconded** by Rebecca Ritchie

**CANDIDATE FOR COUNCILLOR  
ZONE 2**

*Brian MacIntyre, NSLS*



Brian is from St. Peters, Cape Breton. He attended the Nova Scotia Land Survey Institute, graduating in 1979. He received his commission as a Nova Scotia Land Surveyor in 1985.

He worked for private survey firms in Sydney River and Halifax before moving to hydrographic/offshore surveying at BIO and Nortech Atlantic Ltd. Brian then moved to the City of Dartmouth for several years before joining his current employer, the NS Department of Natural Resources in 1995. He is presently working in the Halifax office in the Crown Survey Administration section of the Lands Services Branch.

Brian had served as Councillor for Zone 6 from 1998 to 2000 and 2012-2013. He has also participated as Chairman for the annual Convention Committee on two occasions and served as a member of the Public Relations Committee.

Brian and his wife Maureen reside in Dartmouth and have two adult sons, Ian and Neil.

**CANDIDATE FOR COUNCILLOR  
ZONE 1**

*Raymond V. Pottier, NSLS*



Ray was born and raised in Belleville, NS and has over 34 years of experience in legal surveys, hydrographic surveys, offshore positioning and geodetic surveys. He received his NSLS Commission 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 locations as Egypt, Brazil and Australia to name a few. For the last 20 years, Ray has been working on legal surveys in Nova Scotia in private practice and as a Crown Land Surveyor for the DNR in Tusket, NS.

Ray has been active in the Association of Nova Scotia Land Surveyors where he has served on numerous committees, Councillor for Zone 1 and President of ANSLs. He also represented as a Nova Scotia Director for CCLS for a three year term. Ray is currently on the Board of Directors of PSC. Ray also received the Surveyor of the Year award at the 2004 AGM.

Ray is also active in his community where he is a member of the Knights of Columbus and was President of the Pottier Family Reunion during the World Acadian Congress held in July 2004.

Ray continues to live in Belleville where he resides with his wife, Cathy and has two adult daughters. As an avid outdoorsman, much of his leisure time is spent hunting, fishing, kayaking and canoeing.

**CANDIDATE FOR COUNCILLOR  
ZONE 3**


*Stephen Rutledge, NSLS*



Steve was born and brought up in Sheet Harbour, NS and became interested in the survey profession and forestry when working with a surveyor while attending high school. He graduated from Duncan MacMillan High school in 1969 and started his career at the University of New Brunswick and graduating in 1974 with a Bachelor of Science in Forestry.

After graduating, Steve was employed with Scott Paper Company as a Project Forester and was responsible for land development. He articulated under F. Vincent Clark, NSLS # 442 from 1975 until receiving his NSLS Commission in 1985.

Over the next 24 years he held a number of positions with the same company managing the company's private land and fibre sourcing of local sawmills and pulp mill. Steve is a member of Canadian Institute of Forestry and an associate member of Nova Scotia Forest Products Association. In 2009, after 35 years as Vice-President of Timberlands, Steve retired from Northern Pulp Nova Scotia (Scott Paper Co.). Since 2009, he has been doing forestry and has a private practice.

Steve resides with his wife Sheila in Stellarton and have four adult children. 

**CANDIDATE FOR COUNCILLOR  
ZONE 4**


*Dennis Prendergast, NSLS*



Dennis was born in Glace Bay, NS. After graduating from Nova Scotia Land Survey Institute in 1983, he received his commission as a NSLS (#551) in 1985.

Dennis began his surveying career with Nova Scotia Power in 1976. After gaining experience with the Town of Glace Bay, the Municipality County of Cape Breton, MacKinnon Surveys, Cominco Limited and McElhanney Surveys, he launched his own company in 1985 as Prendergast Surveys Limited in Glace Bay, NS where it still remains today.

In 1998, Dennis received his Qualified Person 2 (#009) from the Department of Environment. He also served as Councilor of Zone 5(now 4) and is a Survey Review Committee member.

Dennis and his wife Karen resides in Donkin, N.S. They have two sons, Carey is currently in Calgary and Morley is in Halifax. 

## **Mandatory Professional Development Evaluation Committee Report**

The results of the 2013 Mandatory Professional Development (MPD) submissions are as follows:

There were 155 members participating in the program in 2013. Of the 155 members, three members did not meet the 20 point minimum yearly requirement for the 2013 reporting period.

The most common reasons the points assessed differed from the points submitted by members were as follows:

-Safety courses such as first aid, traffic control, WHMIS etc. are assessed as 'Survey Related' at a ratio of one point per hour of participation.

-The maximum total yearly points allowed for Association related activities is 35 points (AGM, Special GM and Zone Meetings, Council, Committees, presenters, etc.)

-Included in these 35 points for Association related activities, the maximum total yearly points allowed for Council, Committees, presenters, etc. is 30 points.

-The maximum total yearly points allowed for survey related and non-survey related courses is 20 points. This 20 point total is per year and not per course.

In the future, if the assessed point total is different than what was submitted, the letter summarizing the results of each members point evaluation will provide an explanation for the difference.

The MPD Evaluation Committee's recommendation to Council is to require the members who have not met the minimum requirements of the program in any year, to acquire the points required to make up the deficiency in the following year in addition to satisfying the minimum requirements for the current year. In addition to making up the deficient points, the Committee's recommendation to Council is that members who are deficient for any period, be subject to an escalating fine similar to the penalty for late or no submission of the MPD form.

There have been preliminary discussions regarding a national harmonized online MPD reporting program. There are a number of members registered in more than one jurisdiction who are required to participate in each program separately.

Some of the benefits of the harmonized online program would be:

- To allow members to record activities at any time throughout the year
- To simplify the activity evaluations for members
- To provide an up to date summary of each members MPD points
- To allow the points to be applied to each jurisdiction with one reporting

The harmonized program would require collaboration amongst the associations that currently have a continuing education program in place as there are some differences with the category classifications and point assessments. The harmonized program would provide associations who currently do not have a program with the opportunity to implement a MPD program.

*Buster Davison, NSLS*

*Chair, Mandatory Professional Development Evaluation Committee*

## **Hearing Committee Report**

No issues were brought to the Committee's attention and none were dealt with during the past year.

*Walter C. Rayworth, NSLS*

*Chair, Hearing Committee*

## **Sub Committee on Standards Report**

A workshop was held Friday June 13, 2014 in Truro to review proposed changes to our current Standards document and discuss additional changes that the membership felt were warranted. The workshop was attended by 108 participants.

Comments were received from the floor and by way of written suggestions. We received well over 100 written submissions. The comments were compiled at the Association office and inserted into the working Standards document. The new working document was received August 21, 2014.

On a go forward basis, the new working document will be forwarded to committee members for their review. It is hoped that committee members will review the comments prior to the meeting again.

The next meeting (not yet scheduled) will be used to incorporate those comments that the committee feels are warranted.

Unfortunately, it does not appear as though a document ready for membership approval will be available for the AGM. At best, a new working document that reflects the workshop comments and committee review will be available for the AGM.

I expect that subsequent comments will be inevitable and perhaps too numerous to discuss on the floor of the AGM and make any required amendments to achieve membership approval. Of course, standards could be discussed at the appropriate time during the meetings.

When a final document appears to be ready, the committee will discuss an appropriate mechanism for approval.

*Carl K. Hartlen, NSLS  
Chair, Sub Committee on Standards*

### **Complaints Committee Report**

There are three active complaints before the committee:

- One complaint is still awaiting the completion of a civil action for several months, which involves the parties to the complaint.
- Another complaint was discussed by the committee at three meetings and the parties are now attempting to resolve the complaint.
- The final complaint was held up due to the appointment of a Public Representative member. This complaint has been heard and a decision will be made in the near future.

There have been three other letters/documents received by the association office with the possibility of a complaint. However, there is not enough focus or clarity to be acted upon as a complaint. Further correspondence will be needed to determine whether or not an actual complaint will be made.

*Garry Parker, NSLS  
Chair, Complaints Committee*

### **Board of Examiners Report**

The Board of Examiners, as appointed by Council, consists of Kevin Robb,(chair), John MacInnis, George Sellers, Kevin Brown, Ernie Blackburn with Fred Hutchinson,(Executive Director), as per section 16(3) of the Act. The Board is assisted by a “Special Examining Committee”, chaired by Nick Dearman and assisted by several surveyors that review and evaluation candidates’ survey projects. Their assistance and expertise is greatly appreciated by the Association as well as by the candidates. Sandy MacLeod sets and marks the “professional exams” with the assistance of the office staff.

This year, the Board has issued licenses to three new members, Adam Stephen, Andrew Sutherland and Wayne Stillman with one candidate’s project currently under review. This leaves the candidate roster with 22 members. Several of these candidates have been issued an “order of survey” for their project, so the possibility of six new members prior to the 2015 AGM is quite conceivable.

The Board has met in person as well as by conference call during the year. One major bit of work by the Board was the completion of the Fair Registration Practices Act (FRPA) survey and compliance report. This report will soon be on the FRPA website. Our Association is one of 52 Associations named in the Act that must comply with the statute. As well as this report, there was attendance at bi-monthly meetings and presentations over the past two years.

There are two other projects being conducted by the Board. One is a revamp of the professional exam to make sure the supplied text is based on current legislation, while the other is a new “Handbook for Candidate Members”. This was acknowledged by the Board last year and work was started, but now the Handbook has become a priority with the completion of the FRPA compliance report.

I look forward to continuing as chair of the Board in bringing new members into our ranks.  
Respectfully submitted,

*Kevin Robb, NSLS  
Chair, Board of Examiners*



### **Canadian Board of Examiners for Professional Surveyors Committee Report**

The ANSLS representatives on the CBEPS are Joe Harvie and John Conn. CBEPS continues to assess student's academic background to determine if they have sufficient Geomatics education to pursue careers as professional land surveyors. Students who have graduated from accredited university programs, qualify for a CBEPS certificate. Students without a university program, require a two year Geomatics certificate plus the successful completion of 12 core and 2 elective exams.

Foreign trained professionals are assessed by the CBEPS with the aid of the International Qualifications Assessment Service, and a case by case review by a sub-committee of the CBEPS. Committee work is ongoing as students complete their certification and new students enter the process. Another role of the CBEPS is the assessment and accreditation of universities and colleges.

This year, BCIT's degree program was assessed and both UNB and University of Calgary's annual reports were reviewed. The CBEPS also are heading the new survey law in Canada text book which is nearly complete and available for chapter purchase on the CBEPS website.

*Joe Harvie, NSLS  
Chair, CBEPS Committee*

### **Environmental Committee Report**

The newly formed environmental committee consists of David Roberts, Jim Gunn, Ted Webber, Peter Berrigan and Eric J. Morse.

All members also hold the designation of Qualified Persons under the Dept. of Environment Regulations.

The Environmental Committee was created by Council on November 28, 2013 as per a request from the floor at the 2013 AGM to deal with QP2 issues. The Wetlands Committee was formed as more of a task force to deal with the wetlands issue as it related to being illustrated on survey plans. It was felt that the ongoing concerns could be dealt with by the same committee as the QP2 concerns, as the Qualified Person's were dealing with wetlands on a daily basis.

All meetings and discussions were via teleconference and email.

The committee's first chore was to develop its terms of reference which are:

1. Liaise with Waste Water Nova Scotia and Department of Environment;
2. Review relevant legislation, regulations and guidelines;
3. Consider the definition of "professional land surveying" as it pertains to sketches being done by others showing boundary ties as required by the D.O.E.;
4. Request input from ANSLS membership relevant to problems encountered dealing with wetlands and problems or concerns carrying out the duties of a Qualified Person as designated by the D.O.E.

The committee developed an in-depth response to a Questionnaire circulated by the Dept. of Environment for input from stakeholders prior to making major changes in their method of operation. This was submitted to the Dept. of Environment. The individual committee members were also encouraged to use it as a basis for completing their personal response to the Questionnaire as well as adding their own personal concerns and opinions.

On June 27<sup>th</sup> the Chair met with Council and Leah Boutilier from D.O.E. concerning the Questionnaire.

The committee also reviewed correspondence from one of the members of our association concerning the question of whether QP2's were performing Land Surveying when reporting on the location of septic systems in relation to property boundaries. It was decided to let council handle this matter.

*David T. Roberts, NSLS  
Chair, Environment Committee*

**A Big Thank You to a sponsor donation of \$500  
towards our 2014 Annual General Meeting.**



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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, 2013 and the statements of operations and accumulated operating surplus, and cash flows for the year then ended. This 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 standards for not-for-profit organizations.

*Rector Colavecchia Roche*

CHARTERED ACCOUNTANTS

September 17, 2014

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS  
 UNAUDITED BALANCE SHEET AS AT DECEMBER 31, 2013

	ASSETS	2013 \$	2012 \$
CURRENT ASSETS			
Cash		212,584	199,322
Accounts receivable		<u>19,726</u>	<u>20,615</u>
		232,310	219,937
LAND AND BUILDING (note 3)		<u>86,192</u>	<u>88,667</u>
		<u><u>318,502</u></u>	<u><u>308,604</u></u>
	LIABILITIES		
ACCOUNTS PAYABLE AND ACCRUED LIABILITIES		5,796	1,229
HST PAYABLE		340	1,170
RECEIVER GENERAL PAYABLE		<u>3,486</u>	<u>-</u>
		9,622	2,399
	NET ASSETS		
ACCUMULATED OPERATING SURPLUS		<u>308,880</u>	<u>306,205</u>
		<u><u>318,502</u></u>	<u><u>308,604</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, 2013

	Budget 2013 \$	2013 \$	2012 \$
REVENUE (Schedule A)			
Membership dues	189,120	190,327	189,021
Survey review	100,000	93,017	102,280
General operations	48,800	30,710	52,585
Other operations	<u>6,300</u>	<u>5,800</u>	<u>3,139</u>
	<u>344,220</u>	<u>319,854</u>	<u>347,025</u>
EXPENSES			
Administration (schedule B)	290,506	278,954	262,440
Board of Examiners (schedule B)	1,300	113	69
Committees (schedule C)	10,300	336	408
Grants, levies and awards (schedule C)	16,500	15,172	15,048
Miscellaneous (schedule C)	3,475	1,001	3,920
Office accommodations (schedule C)	<u>22,100</u>	<u>21,603</u>	<u>21,106</u>
	<u>344,181</u>	<u>317,179</u>	<u>302,991</u>
OPERATING SURPLUS FOR THE YEAR	<u>39</u>	2,675	44,034
ACCUMULATED OPERATING SURPLUS - BEGINNING OF YEAR		<u>306,205</u>	<u>262,171</u>
ACCUMULATED OPERATING SURPLUS - END OF YEAR		<u>308,880</u>	<u>306,205</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS  
 UNAUDITED STATEMENT OF CASH FLOWS  
 FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	2012
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating surplus for the year	2,675	44,034
Adjustments to operating surplus not involving cash - Amortization	<u>2,475</u>	<u>2,578</u>
	5,150	46,612
Changes in non-cash working capital -		
Decrease in accounts receivable	889	2,012
Increase (Decrease) in accounts payable	4,567	(3,396)
Increase (Decrease) in HST payable	(830)	1,520
Increase in receiver general payable	<u>3,486</u>	<u>-</u>
INCREASE IN CASH	13,262	46,748
CASH - BEGINNING OF YEAR	<u>199,322</u>	<u>152,574</u>
CASH - END OF YEAR	<u><u>212,584</u></u>	<u><u>199,322</u></u>

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## NOTES TO UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2013

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 were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNFPO) 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 financial assets and 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

The building is recorded at cost, amortization is calculated 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.

Income Taxes

The Association is a not-for-profit organization, as described in Section 149(1)(1) of the *Income Tax Act*, and is therefore exempt from income taxes.

Revenue Recognition

Revenue is recorded in the period that is due and collectible. Revenue and expenditures are recorded using the accrual basis of accounting.

Contributed Services

The Association would not be able to carry out its activities without the services of the 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 cash flows from operating activities using the indirect method.

Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles for not-for-profit organizations requires the Association to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities as at December 31, 2013 and the reported amount of revenue 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.

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS  
 NOTES TO UNAUDITED FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED DECEMBER 31, 2013

2. FINANCIAL INSTRUMENTS AND RISK MANAGEMENT

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

Credit Risk

Financial instruments that potentially subject the Association to credit risk consist of cash and accounts receivable. The Association uses reputable institutions for cash and believes risk of loss to be remote.

Interest Rate Risk

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Changes in the bank's prime lending rate can cause fluctuations in interest payments and cash flows. The Association does not use derivative financial instruments to alter the effects of this risk.

Liquidity Risk

Liquidity risk is the risk the Association will not be able to meet its obligations as they become due. The Association is exposed to liquidity risk arising primarily from the accounts payable and government payables. The Association's approach to managing liquidity risk is to ensure that it always has sufficient cash flows and cash on hand to meet its operating obligations.

	2013		2012	
3. LAND AND BUILDING	Cost \$	Accumulated amortization \$	Net \$	Net \$
Land	26,798	-	26,798	26,798
Building	<u>111,565</u>	<u>52,171</u>	<u>59,394</u>	<u>61,869</u>
	<u>138,363</u>	<u>52,171</u>	<u>86,192</u>	<u>88,667</u>

4. RELATED PARTY TRANSACTIONS

During the year the Association received rental income of \$4,800 (2012 - \$696) from the Executive Director. The rent income was earned in the normal course of operations under the same terms and conditions as transactions with unrelated third parties.

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## SCHEDULE A

## UNAUDITED SCHEDULE OF REVENUE

FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget 2013 \$	2013 \$	2012 \$
<b>MEMBERSHIP DUES</b>			
Regular	182,400	183,663	182,072
Retired	4,200	4,080	4,320
Associate	120	120	120
Student	<u>2,400</u>	<u>2,464</u>	<u>2,509</u>
	<u>189,120</u>	<u>190,327</u>	<u>189,021</u>
<b>SURVEY REVIEW</b>			
SRD plan	82,000	79,645	85,795
SLC number	<u>18,000</u>	<u>13,372</u>	<u>16,485</u>
	<u>100,000</u>	<u>93,017</u>	<u>102,280</u>
<b>GENERAL OPERATIONS</b>			
Certificates of authorization	5,100	5,115	5,415
Convention receipts	22,500	12,327	11,916
Interest income	500	1,132	1,225
Miscellaneous	200	251	1,692
Nova Scotian Surveyor	4,500	2,850	1,322
Seminars	<u>16,000</u>	<u>9,035</u>	<u>31,015</u>
	<u>48,800</u>	<u>30,710</u>	<u>52,585</u>
<b>OTHER OPERATIONS</b>			
Rental income	5,400	4,800	2,199
Service charges	<u>900</u>	<u>1,000</u>	<u>940</u>
	<u>6,300</u>	<u>5,800</u>	<u>3,139</u>
	<u>344,220</u>	<u>319,854</u>	<u>347,025</u>



## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## SCHEDULE B

## UNAUDITED SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget 2013 \$	2013 \$	2012 \$
<b>ADMINISTRATION</b>			
Accounting service	3,500	4,872	3,937
Advertising	1,500	2,212	205
Amortization	2,600	2,475	2,578
Benefits - medical and dental	7,800	4,596	3,670
CPP, EI and workers' compensation	8,900	5,102	6,958
Council meetings	4,000	4,621	2,530
Equipment rental and maintenance	1,800	1,034	1,275
Executive director expenses	1,500	1,224	997
Executive expenses	400	-	-
General meeting - convention	25,000	23,556	28,335
Legal services	5,000	9,883	1,408
Nova Scotian Surveyor	5,000	4,124	4,402
Office supplies	5,000	3,101	3,632
Postage	5,000	2,423	1,947
President's travel	18,400	17,683	14,705
Printing	1,000	232	51
Professional dues and fees	1,500	2,750	1,550
Salary - Executive director	69,216	71,136	67,200
- Administrators	41,890	46,479	37,933
SRD manager contract	60,000	60,000	55,000
Seminars	10,000	1,165	15,365
SRD managers expense	7,000	6,257	5,162
Staff training and education	600	224	91
Telephone, fax and internet	2,400	2,234	2,302
Zone meetings	1,500	1,571	1,207
	<u>290,506</u>	<u>278,954</u>	<u>262,440</u>
<b>BOARD OF EXAMINERS</b>			
Canadian Board (CBEPS)	500	-	-
Examinations	300	-	-
N.S. Board of Examiners	<u>500</u>	<u>113</u>	<u>69</u>
	<u>1,300</u>	<u>113</u>	<u>69</u>

## THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## SCHEDULE C

## UNAUDITED SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget 2013 \$	2013 \$	2012 \$
<b>COMMITTEES</b>			
Administrative review	600	-	-
Complaints	1,200	283	91
Continuing education	500	-	226
Discipline	2,000	-	-
Governance	1,000	-	-
Other	500	53	-
Public awareness	2,000	-	-
SRD Advisory	1,000	-	-
Strategic planning	500	-	-
Wetlands	1,000	-	91
	<u>10,300</u>	<u>336</u>	<u>408</u>
<b>GRANTS, LEVIES AND AWARDS</b>			
C.B.E.P.S. levy	2,500	2,669	2,654
C.O.G.S. awards	2,000	2,000	2,000
Professional Surveyors Canada	12,000	10,503	10,394
	<u>16,500</u>	<u>15,172</u>	<u>15,048</u>
<b>MISCELLANEOUS</b>			
Courier	400	-	-
Donation - memorials	-	300	1,150
Interest and bank charges	325	406	180
Other	2,500	295	2,346
Penalties and interest	50	-	226
Refreshments	200	-	18
	<u>3,475</u>	<u>1,001</u>	<u>3,920</u>
<b>OFFICE ACCOMMODATIONS</b>			
Building maintenance	3,000	1,354	2,984
Cleaning	400	120	139
Insurance	3,200	3,916	2,674
Taxes	12,000	11,038	11,164
Utilities	3,500	5,175	4,145
	<u>22,100</u>	<u>21,603</u>	<u>21,106</u>

**ASSOCIATION OF NOVA SCOTIA  
LAND SURVEYORS**

**2015**

**BUDGET**

(PROPOSED)

Prepared September 1, 2014

**ADMINISTRATION REVENUE**

	<b>2015 Budget (Proposed)</b>	<b>2014 Budget</b>	<b>2013 Actual</b>
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**REVENUE**

## Membership Dues

Regular Members	(155@ \$1200)	\$186,000	\$184,000	\$183,662.28
Retired Members	(34@ \$120)	\$4,080	\$4,200	\$4,080.00
Associate Members	(1@ \$120)	\$120	\$120	\$120.00
Candidate Members	(22@ \$120)	\$2,640	\$2,520	\$2,464.21

<b>Total Membership Dues</b>		<b>\$192,840</b>	<b>\$190,840</b>	<b>\$190,326.49</b>
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SLC Numbers	(see note 12)	\$14,000	\$18,500	\$13,635.00
SRD Plan	(see note 12)	\$78,100	\$83,000	\$79,645.00
Other SRD revenue	(see note 17)			\$(262.60)

<b>Total</b>		<b>\$92,100</b>	<b>\$101,500</b>	<b>\$93,017.40</b>
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Nova Scotian Surveyor		\$3,000	\$5,000	\$2,850.00
Convention Revenue		\$15,000	\$25,000	\$12,326.64
Seminar Revenue		\$18,500	\$18,500	\$9,035.00
Certificate of Authorization	(52@ \$100)	\$5,200	\$5,100	\$5,115.00
Hearing (Discipline) Committee		---	---	---
Interest Earned		\$1,200	\$500	\$1,132.18
Other Revenue		\$200	\$200	\$250.64

<b>Total</b>		<b>\$43,100</b>	<b>\$54,300</b>	<b>\$30,709.46</b>
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**OTHER OPERATIONS**

Dues Service Charges		\$1,000	\$1,000	\$1,000
Rental Income	(see note 13)	\$4,800	\$4,800	\$4,800
Transfer Savings	(see note 16)	\$34,000	\$5,609	---

<b>Total</b>		<b>\$39,800</b>	<b>\$11,409</b>	<b>\$5,800</b>
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<b>TOTAL REVENUE</b>		<b><u>\$367,840</u></b>	<b><u>\$358,849</u></b>	<b><u>\$319,853.35</u></b>
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**ADMINISTRATION EXPENSES**

	<b>2015 Budget (Proposed)</b>	<b>2014 Budget</b>	<b>2013 Actual</b>
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**OFFICE EXPENSES**

Salary	- Executive Director	\$73,430	\$71,292	\$71,135.56
	- Exec. Assistant (PT)	\$24,950	\$20,806	\$24,464.14
	- SRD Assistant (PT)	\$22,860	\$22,196	\$22,015.09
	- SRD Contract	\$60,000	\$60,000	\$60,000.00
Benefits	- Medical and Dental	\$5,000	\$5,500	\$4,595.70
	- CPP	\$4,000	\$4,100	\$2,285.39
	- EI	\$3,000	\$3,000	\$2,219.48
	- Workers Compensation	\$600	\$800	\$596.73
	- Life Insurance (see note 15)	\$2,000	\$2,000	\$0
<b>Total</b>		<b>\$195,840</b>	<b>\$189,694</b>	<b>\$187,312.09</b>
Accounting		\$4,500	\$3,500	\$4,872.00
Advertising		\$1,500	\$1,500	\$2,211.76
Annual Meeting & Convention	(see note 2)	\$25,000	\$25,000	\$23,556.40
Council Meetings		\$4,500	\$4,000	\$4,620.95
Depreciation	(see note 11)	\$2,600	\$2,600	\$2,475.00
Equipment Rental/Maintenance	(see note 4)	\$1,250	\$1,500	\$1,033.56
Executive Director Expenses		\$1,500	\$1,500	\$1,223.99
Executive Expenses	(see note 5)	\$400	\$400	---
Legal Services		\$5,000	\$5,000	\$9,882.50
NS Surveyor		\$5,000	\$5,000	\$4,124.30
Office Expense		\$2,000	\$2,000	\$2,456.02
Office and Computer Equipment		\$750	\$1,000	\$645.09
Postage		\$3,000	\$5,000	\$2,422.68
President's Travel	(see note 6)	\$20,000	\$19,000	\$17,682.67
Printing		\$750	\$1,000	\$231.72
Professional Dues and Fees	(see note 8)	\$2,800	\$2,800	\$2,750.00
Seminars		\$5,000	\$7,000	\$1,165.33
SRD Manager Expenses		\$7,200	\$7,200	\$6,256.69
Staff Training		\$500	\$600	\$224.25
Telephone, Fax & Internet		\$2,000	\$2,000	\$2,233.60
Zone Meeting		\$1,500	\$1,500	\$1,570.78
<b>Total</b>		<b>\$96,750</b>	<b>\$99,100</b>	<b>\$91,639.29</b>

**ADMINISTRATION (continued)**

		<b>2015 Budget (Proposed)</b>	<b>2014 Budget</b>	<b>2013 Actual</b>
<b>Committees</b>				
Administration Review Committee		\$500	\$600	---
Complaints Committee		\$1,000	\$1,000	\$282.73
Continuing Education Committee		\$500	\$500	---
Hearing (Discipline) Committee	(see note 1)	\$1,000	\$1,000	---
Governance Committee		\$1,500	\$1,000	---
Other Committee		\$200	\$200	\$53.20
Public Awareness Committee		\$1,500	\$1,000	---
SRD Review Committee		\$1,000	\$1,500	---
Strategic Planning Committee		\$500	\$500	---
Environmental Committee		\$500	\$500	---
<b>Total</b>		<b>\$8,200</b>	<b>\$7,800</b>	<b>\$335.93</b>
<b>Grants, Levies and Awards</b>				
CBEPS levy	(see note 14)	\$2,700	\$2,700	\$2,669.44
PSC levy	(see note 7)	\$34,000	\$30,800	\$10,503.00
COGS Awards	(see note 3)	\$2,000	\$2,000	\$2,000.00
<b>Total</b>		<b>\$38,700</b>	<b>\$35,500</b>	<b>\$15,172.44</b>
<b>Boards of Examiners</b>				
Canadian Board (CBEPS)		\$500	\$500	---
Exams		\$300	\$300	---
N.S. Board of Examiners		\$500	\$500	\$113.35
<b>Total</b>		<b>\$1,300</b>	<b>\$1,300</b>	<b>\$113.35</b>
<b>Accommodation</b>				
Building Maintenance	(see note 10)	\$1,500	\$2,000	\$1,354.52
Cleaning		\$300	\$400	\$120.00
Insurance		\$4,000	\$3,400	\$3,916.00
Taxes		\$12,000	\$12,000	\$11,038.17
Utilities		\$5,200	\$3,800	\$5,175.00
<b>Total</b>		<b>\$23,000</b>	<b>\$21,600</b>	<b>\$21,603.69</b>

**ADMINISTRATION (continued)**

	<b>2015 Budget (Proposed)</b>	<b>2014 Budget</b>	<b>2013 Actual</b>
Miscellaneous			
Courier	\$400	\$400	---
Donation – Memorials	\$500	\$500	\$300.00
GANS Expenses	\$0	\$0	---
Interest and Bank Charges	\$400	\$325	\$421.54
Penalties & Interest	\$50	\$50	---
Miscellaneous Expense (see note 9)	\$2,500	\$2,500	---
Refreshments	\$200	\$200	---
Surveyors' Stamp			\$(15.95)
Corrections			\$294.69
<b>Total</b>	<b>\$4,050</b>	<b>\$3,575</b>	<b>\$1,000.28</b>
<b>TOTAL OFFICE EXPENSES</b>	<b><u>\$367,840</u></b>	<b><u>\$358,849</u></b>	<b><u>\$317,177.07</u></b>
<b>SURPLUS/(DEFICIT)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,676.28</b>

**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 2014 is \$7,700 (154 x \$50).
3. This is for three awards that are presented annually to students at COGS.
4. Equipment and rental includes maintenance contracts for photocopier, postage system, and postage meter. 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 \$200.00 per regular member. ( $\$200 \times 155 = \$31,000$ )
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 ITC's for the month of January are disallowed per CRA requirement. This item is included in Miscellaneous Other Expenses and is budgeted for \$2,500 in 2014.
10. Building maintenance is comprised of major expenses to repair and/or maintain the association office building.
11. Annual building depreciation.
12. Slc Numbers, Plan Numbers and additional Lots revenue based on the average year sales.
13. Rental of portion of office building.
14. Fee paid based on number of active members and candidate members to fund the National Academic Accreditation Program.
15. No existing life insurance contracts for ANSLs staff.
16. To pay PSC levy.
17. Year-End Journal entry



## Membertou Heritage Park



Named after the Grand Chief Membertou (1510-1611), the community of Membertou belongs to the greater tribal group of the Mi'kmaw Nation. Membertou is situated 3 kms from the heart of Sydney, Nova Scotia, within its tribal district of Unama'ki (Cape Breton). It is one of five Mi'kmaw communities in Cape Breton, and one of thirteen in Nova Scotia. Membertou is an urban First Nation community consisting of over 1,400 people, and one of five communities that make up the Cape Breton Regional Municipality, with a total population of over 115,000 people.

Membertou was not always situated at its present location. Many years ago, Membertou (formally known as the Kings Road Reserve) was located just off of Kings Road, along the Sydney Harbour. In 1926, the Exchequer Court of Canada ordered the relocation of the 125 Mi'kmaq. The Membertou Community was officially moved to its present day location in the vicinity of Mira Road, Nova Scotia.



The most recent addition is The Membertou Trade & Convention Centre with the Hampton Inn & Suites attached which opened across the street in 2012.

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