

# THE NOVA SCOTIAN SURVEYOR

Fall 2020

No. 208



THE ATLANTIC BUBBLE: HOW LONG WILL IT LAST?





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**THE NOVA SCOTIAN SURVEYOR**

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**PRESIDENT'S REPORT***Kevin Lombard, NSLS, P.Eng.*

Since our 2019 convention, much in the world has changed. Our Association has signed a memorandum of understanding with our sister associations from across the country. Working together we will be better able to respond to changes in our professions. One of the challenges our Canadian professional associations are dealing with is finding trained technical staff. As a group, we are working with universities and colleges across the country to ensure there is sufficient technical staff to continue the important work our associations perform.

Covid-19 has changed the way we conduct our personal and business lives. The October AGM is a good example of how the virus has changed how we do business. Technology has provided us with virtual meetings for business and education, even if at times, it may be awkward, frustrating, annoying, etc. Many surveyors are now using these technologies to maintain or create new business opportunities. Council was pleased these meetings were well attended and I would encourage all members to send in any topic suggestions for future meetings.

The use of virtual meetings has now allowed Council to meet monthly, to carry on the business of the Association, without members having to meet in person. This is beneficial as it allows for members who may live far away from Halifax, to fully participate on council. There will be a future in person meetings, but I suspect virtual meetings are here to stay and will play a significant role in the future.

Since my last report, Council has worked on several important issues. Most recently, we sought input from members regarding surveys on Crown Lands. Some of the membership had expressed concerns about the delays receiving information, Orders of Surveys, and plan examinations. To gain a better understanding of the issues associated with performing surveys on Crown lands where input, information, or authorization, is required from the department, Council asked members to complete a short questionnaire. The purpose of this is to assist future discussions with the new Director of Surveys, and with the department more broadly. We thank members for your time on this important matter.

Council also struck an ad hoc committee to update Part 9; "Project File" of the Standards of Practice. The digital world has, or is, replacing traditional paper files, and plans. To address the issue, this section needs be updated to assure electronic file content protects the public, the insurer and the members in the event of a dispute, and the subsequent scrutiny of the courts. Even beyond the file content is the necessity for secure storage and back-up. Council agreed a legal review of the proposed revisions is warranted to satisfy the evidence requirements of a court action. The committee membership is currently being finalized and Derik DeWolfe has agreed act as chair.

On a personal note, I have enjoyed my year as president, working with Council, our executive director and staff. My trip to the Ontario Land Surveyors AGM was very enlightening as were all the virtual interactions with the presidents of the other Canadian land surveyor associations.

In closing, I would encourage all to take a turn on Council. It is very easy to find reasons to say no, but the benefits far surpass those reasons. You will enjoy the people and the work. I want to thank those members of Council who are completing their terms and welcome those who are joining this October.

Sincerely,  
Kevin Lombard, NSLS, P. Eng.



**EXECUTIVE DIRECTORS REPORT***Tina Tucker, MA, MEd***Update on Strategic Planning**

- **Member Survey**

A key step in strategic planning is gathering input from all stakeholders. The Member Survey Sub-Committee is tasked with the development of questions to measure member understanding of the Association of Nova Scotia Land Surveyors' roles and responsibilities, to measure levels of satisfaction, to assess views on self-regulation and to gather opinions on issues facing the profession in the future.

The Sub-Committee has met several times and has developed a first draft of potential questions. The sub-committee hopes to finalize a version for presentation to Council in late October.

**Sub-Committee Members:** Janet Meisner, Bryan Conrad, John Conn, Joe Harvie, Kyle Harrington, Tim Wamboldt, Paul Harvey

- **SWOT**

**(Strengths/Weaknesses/Opportunities/Threats) Analysis**

A SWOT analysis was done with Council in mid-August. The draft document from this analysis will be reviewed by the new Council members in early November. Another SWOT analysis will be scheduled with all Standing Committee chairs in mid-October.

**Update on the ANSLs Fair Registration Practices Act (FRPA) Action Plan**

The items below are non-compliance issues, i.e. they address registration practices that currently contravene the FRPA. Most of these actions have been carried over from 2018.

**The ANSLs will address these priority items within the next six months with a report back to the FRPA Review Office on completion of the actions.**

1. Document accommodation practices for applicants with a physical or mental disability. (Council is aware that a new draft policy will be presented to them for approval in the October meeting. The NS Board of Examiners

2. has been informed of the need for this policy and is participating in its development.)
3. Document what alternative information would be acceptable in cases where an applicant cannot obtain documentation for reasons beyond their control. This required action will be included on the agenda for the NS Board of Examiners at a meeting in Fall 2020. Recommendations will go to Council for approval in late Fall 2020.
4. Document the process under which requests for access to records are considered. (As above for review and approval.)
5. Document the internal review/appeals process including timeframes; opportunities to provide new information; written decisions; conflict of interest statement regarding decision-makers; ways process is made available to applicants. (The matter has been discussed with the NS Board of Examiners and a review is underway. Council is prepared to receive recommendations for approval in our October meeting.)
6. Develop a training plan for internal review decision-makers, which may include training on administrative law and cultural competency. (The development of this plan will coincide with the development of the Appeals process and policy.)

In addition to the non-compliance items listed above, we have been asked to improve on a variety of processes that currently meet minimum standards. The Association has two years to work on those improvements.

**Virtual Zone Meetings**

All four Zone Councillors held virtual meetings during June and July. Attendance was high – Zone 1 had 31 participants; Zone 2 had 68; Zone 3 had 34; and Zone 4 had 23. Feedback from attendees regarding the virtual platform was positive. Additional virtual meetings will be held October through December. We want to thank Lee Chaulk, P.Eng., NSLS, CLS, Senior Program Administrator Officer and Maciej Bazanowski,

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PhD, Senior Geodetic Engineer for attending and presenting “Nova Scotia Coordinate Referencing Program” at the Zone 1, Zone2 and Zone 3 meetings. The PowerPoint presentation is available on our website: <https://ansls.ca/presentations.html>.

**Budget**

Members will notice an additional \$10,000 allotted for legal counsel and for the work of the Hearing Committee. I’ve been informed that a matter will be referred to the Hearing Committee this month. I’m in the early stages of working with legal counsel to prepare the Hearing Committee for this matter. This process will have an impact on the budget. Current estimates are for a deficit budget for 2021.

**Procedures and Policies**

Office staff continue to work on the Procedures Manual and a new Candidate Registration database. Work is underway to develop an Unauthorized Practice policy and to develop a procedures manual for the Complaints Committee and the Hearing Committee.

**Ongoing Support from Members**

My orientation to the Association continues. Many thanks to Nick Dearman, Allen Owen and Mike Crant for allowing me to observe the candidate project review process and the interview process. I learned a lot and hope to observe others in the near future.



Notes from the Side of the Road .....



**MEMBERSHIP STATUS**

Cyril LeBlanc, NSLS # 550, resigned his full membership as of April 2020.  
Lee Chaulk, NSLS # 672, started working with Service Nova Scotia and Internal Services, managing the Nova Scotia Coordinate Referencing System as of January 2020  
Geoffrey Dick, NSLS # 665, started working as a Survey Technician with Service Nova Scotia as of June 2020.

**CANDIDATE STATUS**

Jamie Leslie joined the association as a Labour Mobility candidate in August 2020.  
Bradley Middlemiss joined the association as a Labour Mobility candidate in September 2020.

**NEW MEMBERS**

Jamie Leslie, NSLS #682, received his commission on September 11<sup>th</sup> and is employed with Able Engineering Inc. in Chester.

**COMPANIES**

No changes to companies since our last issue.

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*The Association is looking for surveying experiences from any member for publishing in our magazine.*

*If anyone would like to add anything to our collection, please contact us by email: [admin@ansls.ca](mailto:admin@ansls.ca).*

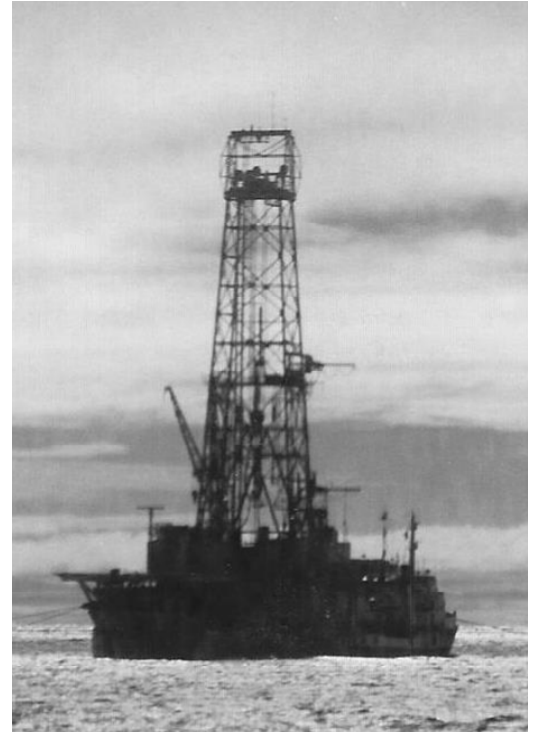
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## A World of Opportunities: A Career in Land Surveying

by Raymond Pottier, NSLS

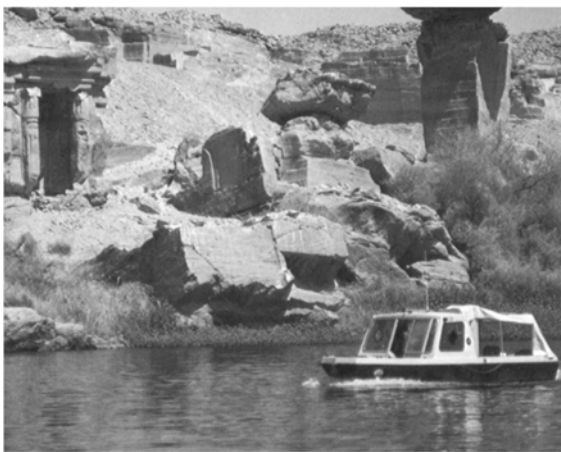
In 1979, near the end of my studies at the Nova Scotia Land Survey Institute, after having carefully charted a career path for myself in Land Surveying with the goal of becoming a Nova Scotia Land Surveyor, I landed a job positioning oil rigs in the Beaufort Sea with a survey company from Calgary. That first summer, in the high arctic, set me on a circuitous career trajectory which would introduce me to hydrographic, geodetic, and marine surveying in Canada, and in at least, twenty-three countries around the world during the next seventeen years. I was commissioned as a Nova Scotia Land Surveyor in June 1985 and eventually returned to Nova Scotia to pursue my originally chosen career. The following are highlights of some of my most memorable survey projects.

During the summer of 1979 in the Canadian high arctic with Kenting Exploration our primary function was to position drill ships at various locations in the Beaufort Sea in support of oil exploration operations for Canadian Marine Drilling based in Tuktoyaktuk, NT. We also provided navigation and positioning services for side-scan sonar surveys and sub-bottom profiling of the seabed between the various drillship locations to help with planning and construction. Positioning services were also required for dredging a drill ship winter anchorage in McKinley Bay. At the time, Marine Geomatics was a relatively new surveying discipline, and integrating land-based radio navigation with real time computer navigation programs was newer still.



*CANMAR Explorer III – Beaufort Sea*

After a successful season in the arctic, I returned to Nova Scotia to take a job with the Nova Scotia Department of Lands and Forests, where I worked under the Crown Land Surveyor as a Surveyor-in-Training, as partial fulfilment of the requirements to become licensed as a Nova Scotia Land Surveyor.



In early 1981, Kenting contacted me to ask if I would like to join them on a hydrographic survey of the Nile River in Egypt. I soon joined the company in their Ottawa office to help with the project planning and preparations. A few short months later, we had set up an office in Cairo and began the survey work. The project entailed a third order survey network of points, where we would install microwave radio navigation stations to provide positioning for the hydrographic survey lines. The survey extended from the Aswan High Dam in Southern Egypt, down river approximately nine hundred fifty kilometres to the Mediterranean Sea. Although this project turned out to be the first of many overseas assignments, it still seems a bit surreal that I lived and worked in Egypt for nearly an entire year.

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Shortly after joining McElhanney Geosurveys in 1983, I got the chance to spend two consecutive winters in the Caribbean. The first winter, I worked on a geophysical survey of the continental shelf around Haiti. For three months, we provided navigation shore support for the Canadian seismic survey vessel MV Bernier. We were fortunate to be able to fly around the entire country with a helicopter we brought with us to help install and maintain our radio navigation stations. The second winter, also in Haiti, we provided support for a near shore hydrographic survey on contract to the US National Oceanographic and Atmospheric Administration (NOAA). It seemed, at the time, that the US Department of Defense lease at Guantanamo Bay, Cuba might be coming to an end and United States Navy might require another Caribbean base of operations.

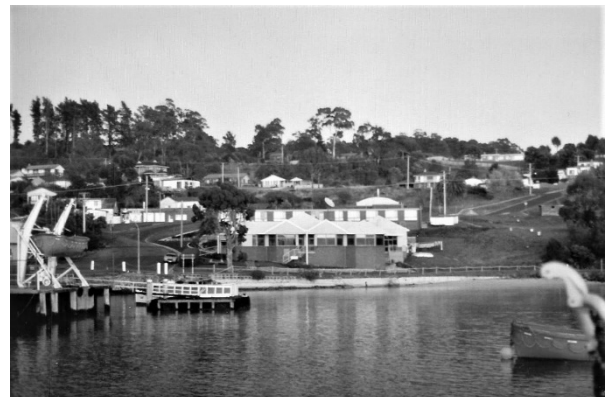


*M/V Bernier – Haiti*

Early in 1987, I was fortunate enough to be part of an airborne geophysical survey in Brazil where we spent three months in the country providing navigation services for an airborne differential magnetometer survey of three large survey areas, off the coast of Recife, just South of the Amazon River delta. For the first time in McElhanney's survey experience, we were using GPS to navigate a survey aircraft. At the time, the GPS constellations were relatively sparse, and we were forced to fly mostly at night when we could get the best GPS accuracies. This made for quite challenging survey conditions but did leave some time in the day to visit the local beaches and enjoy the local lifestyle.

Later that same year, I spent nearly six months in West Africa. First, in Cabinda, Angola providing navigation support for seismic surveys for the M/V Bernier on contract to Chevron. At the time there was a civil war going on in Cabinda and it made for an interesting three months working and living there. Every week I was required to service one of our navigation stations which was located off the base camp. We would be required to wait for the local traffic to use the roads before I went out to check the equipment in case insurgents had placed improvised explosive devices on the roadways. On a couple of occasions local traffic was damaged by these devices. Luckily, I managed to avoid any explosions in my excursions to maintain our transmitters.

We next worked in Morocco, a much more stable country, and for this project I was the navigator onboard the M/V Bernier, where I enjoyed a much quieter two months, while on contract to the Canadian International Development Agency. During that time, I was able to go ashore in Morocco and spend some time visiting some of the attractions and sample the local fare. That year, I spent nearly nine months away from home and managed to get assigned to projects much closer to home for the coming year.



*Beauty Point - Tasmania*

In 1993 I had the opportunity to travel to Australia to survey a fibre optic telephone cable route across the Bass Strait, between mainland Australia and Tasmania while on contract to Australia Telecom. It took nearly one month to ship the survey equipment from Canada to Melbourne and then on to Beauty Point in Tasmania where we mobilized the equipment on a survey ship. We also set up a continuously operating reference station near Waratah Bay, Victoria to transmit DGPS correction for our survey.

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The survey itself took just over ten days and the remaining six weeks were spent interpreting the data we had collected and assembling a technical report for the cable laying ship. While in the country I had a chance to visit parts of the States of Tasmania and Victoria. I even managed to spend a weekend in the Snowy Mountains just before flying home.

Over the first seventeen years of my surveying career I experienced a wide variety of surveying projects both in Canada and abroad. I consider myself fortunate to have been exposed to so many different surveying disciplines. Some experiences, like looking over the Giza plateau from atop the Great Pyramid of Khufu while installing a large metal tripod or enjoying the view of Rio de Janeiro from the base of the statue of Christ the Redeemer, will remain with me for life. Other incidents like being shot at while working in a survey launch, pulling dead bodies from the Nile River or even being thrown in jail overnight in a foreign country, I will spend many years yet, trying to forget. So far my career has been exciting and rewarding but now that I am a Crown Land Surveyor for the Province of Nova Scotia I must say that while sometimes I miss the travel and the exotic locations, I find that I am enjoying the slower pace as I near retirement.



### **BLAST FROM THE PAST**

This article is from the Nova Scotian Surveyor dated August 1955  
Volume 2, Number 4, Page 6

**LET YOUR TRANSIT DO THE  
PAPER WORK**

(From "Surveyors Note Book" published by W. &  
L. E. Gurley, Troy, N. Y.)

"It can be determined in the field, without calculation, whether or not a survey closes," says John Goggin, C. E. of Marathon, Florida

"Down here on the Florida Keys, land is scarce and credible monuments are few. In the absence of the usual landmarks, accuracy (I prefer the word precision) is paramount. We are, therefore, forced to use USC&GS monuments. Compass is set to read True Bearing of the line. Instrumentman then traverses by azimuth to the point of beginning of the survey. At each change in alignment, a backsight is taken with telescope plunged or inverted—after making certain forward azimuth on the back line is still properly set. The compass is released, telescope erected and sighted on next forward point. The line is measured and azimuth recorded. Compass reading is also recorded as a check.

"Now the upper motion is unclamped and a backsight is taken with telescope erect and back azimuth read. With the upper motion unclamped, a foresight is again taken. This should check the original azimuth of the forward line.

"This operation is repeated at each change in alignment back to point of beginning, where the forward azimuth should read the same as the calculated value. Thus, back azimuths are read each time and forward azimuths are double checked. In addition, constant reference to compass readings is made and all observable points-in-survey or known coordinated points are sighted.

"Only an instrument of reputable precision capable of standing hard knocks and rough usage, could be depended upon in performing this work. From long experience, we have decided upon the Gurley."

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**CANDIDATE FOR PRESIDENT***Peter Berrigan, P.Eng., NSLS*

Peter was born and raised in Bridgewater, NS and has been surrounded by land surveying his entire life. At age 10, he would accompany his father Lester Berrigan, NSLS #409; helping blaze and paint property lines, and by age 13, was operating a theodolite to run woods lines throughout Lunenburg County.

Peter graduated in 1996 from UNB where he completed his degree in Geodesy and Geomatics Engineering. He later received his Professional Engineering in 2004, and his NSLS Commission in 2008. Peter became owner and President of Berrigan Surveys Ltd in 2015 once his father stepped aside as a consultant within the company.

Peter served as councillor for Zone 1 in 2008 and 2016 and will use this professional experience to further promote the profession of land surveying.

Peter is a member of the Act Enforcement Committee and Environmental Committee, and is actively involved in WWNS and the On-site Sewage Disposal System Industry, where he is the Provincial Course Instructor for both Licensed Septic System Installers and Qualified Persons, who select On-site Sewage Disposal Systems.

Peter volunteers throughout the community as a member of the Bridgewater Downtown Plan Advisory Committee and as a Regional Chief Judge and Mentor for the Canada Wide Science Fair.

Peter's goals for the upcoming term include creating and implementing an effective means to address companies or individuals who conduct illegal practices of land surveying services for the public, to ensure members are adhering their practice to our Standards of Practice for the betterment of the Association, and lastly, to engage personally with each member of our association for open and candid discussion on the direction of the Association of Nova Scotia Land Surveyors.

Peter resides in Bridgewater with his wife Jane, and daughter Kate.

As we all learn to adapt to social distancing and maintain the status quo, at least within our own Atlantic Bubble, Peter hopes to see everyone at Oak Island in 2021.



**VICE-PRESIDENT  
CANDIDATE**

*S. Andy DeCoste, NSLS*



Andy was born, and currently resides, in East Tracadie, Antigonish Co. He graduated from NSLSI in 1981. Following college, he articulated with C. Joseph MacLellan, NSLS #273 and received his NSLS commission in 1985.

He was Manager of Surveys with C.J. MacLellan & Associates for twenty years. He was also a project manager for marine construction throughout the Maritimes with R.J. MacIsaac Construction for five years. In 2010 to 2015, he was Manager of SNC Lavalin Inc. office in Antigonish and then 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, Student examination, 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.



**ZONE 3 COUNCILLOR  
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.

Since then, Matt has his own business M. Berrigan Land Surveying in Antigonish. He now has three children, and a wonderful wife Lindsay, who keeps the ship straight.



**ZONE 1 COUNCILLOR  
CANDIDATE**

*Raymond Pottier, NSLS*



Ray was born in Belleville, Yarmouth County, Nova Scotia, in 1957. He has over 41 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 many different survey projects that took him around the world to such varied locations as Egypt, Brazil, and Australia, to name a few. For the last 27 years, Ray has been working on legal surveys in Nova Scotia, first in private practice and 24 years as a Crown Land Surveyor for the Nova Scotia Department of Lands and Forestry in Tusket, Nova Scotia.

Ray has been active in the Association of Nova Scotia Land Surveyors where he has served on many committees. He also served six terms as Councillor for Zone 1 and represented the association as Nova Scotia Director on the Canadian Council of Land Surveyors for five years. Ray has served as President of the Association of Nova Scotia Land Surveyors and served for three years on the Board of Directors of Professional Surveyors Canada.

Ray and his wife, Cathy, reside in Belleville, Nova Scotia. They have two adult daughters. As an avid outdoorsman, much of his leisure time is spent hunting, fishing, kayaking, and canoeing.



**ZONE 4 COUNCILLOR  
CANDIDATE**

*Rodney MacLean, NSLS*



Rodney was born and raised in Millville, Cape Breton. Rodney attended COGS in 2008 and completed the Survey Technician program and in 2009, completed the Geomatics Engineering Diploma program.

Rodney started his surveying working career with the Department of Transportation in Sydney, as a summer student in 2009. Upon completion of his Geomatics Engineering Diploma, Rodney worked for Thompson Conn Ltd. in the Halifax region. During this time, Rodney completed his CBEPS accreditation. Rodney also worked on several projects in Northern Alberta in the oil and gas sector during the winter months 2007 to 2013. In 2013, received his NSLS commission and then started his own business, MacLean Surveying Ltd. in Millville, Cape Breton.

In 2014, completed Qualified Person program through Waste Water Nova Scotia. In 2016, was hired by Cape Breton Regional Municipality as the head of their surveying department.

Rodney and his wife, Meaghan, reside on his families' homestead property with their sons Wesley and Grant, and daughter Dale.

Rodney enjoys the outdoors, playing and coaching sports, and spending time at his summer place in Washabuck, Victoria County.



## COMMITTEE REPORTS

### **Governance Committee Report**

The Governance Committee was relatively quiet this past year. Council requested that the Governance Committee investigate concerns one member had with the HRM Regional Subdivision By-Laws related to floodplain determination. Since the HRM Regional Subdivision By-Laws are outside scope of the Governance Committee Term of Reference the committee recommended to Council that a liaison committee with HRM may be the most effective way to deal with the concerns.

One outstanding issue needing to be addressed, is creating a framework for scanning survey files and the disposal of original documents in these files. The committee reiterated the recommendation to Council that an ad hoc committee be struck to seek out legal advice on how this issue should be handled and to draft standards for scanning survey files and disposing of original documents which would be brought before the general membership for approval. Raymond Pottier, Chair ☒

### **Complaints Committee Report**

The Complaints Committee has been fortunate that technology was available to us over the years. Committee members had to travel from all over the Province to attend our meetings. Then teleconferencing came along, followed by cloud storage services, and finally virtual meetings. So covid19 had no effect on our ability to communicate with each other, the complainants, or the members. Last October, we were investigating three complaints. Currently, we have five:

1. One complaint charges misconduct based on incorrect boundary locations. (19-04);
2. Another asserts that the member ill-advised the client & over charged him. (20-03)
3. Two complaints charge that the member hadn't abided by our legislation. (20-05 & 20-06);
4. One complainant insists the member should have shown a R.O.W. on the plan. (20-07).

One of these complaints is currently under a settlement agreement. Upon completion, the committee can be reasonably hopeful that a similar complaint won't be filed.

A complaint about the location of a boundary is not really what we review, however, the effort made by a member to determine its location, is. If the member can support his opinion adequately, this committee

cannot endorse a charge of professional misconduct. This is appropriate, but it is when a boundary is retraced that doesn't conform to our legislation, or survey law, or standard survey practices that we seek a just resolution.

It is important that members follow our legislation, Act, Regulations, Bylaws, Standards of Practice and Code of Ethics. Each of us is responsible to know them because we are subject to them every day, whether we know it or not. Project files must contain the contract, field notes with all observations, research material and computations. These are required! Our Code of Ethics states "...a member shall act with reasonable care and competence, and shall apply the knowledge, skill and judgement..." (as would another NSLS). This statement alone indicates that each surveyor is following all legislation associated with our Act. It is important that we are constantly aware of our responsibilities to the public, and each other.

Committee members:

Glenn Crews, Chair ☒

### **Legislative Review Committee Report**

This committee reviews pending provincial legislation to determine whether or not our members will be affected. We also review municipal activities along the same lines and had occasion in the past to relay this information to the association office for dissemination to members working in certain areas, particularly HRM. As a member of this committee, I was approached in 2018 by Shelley Lane, Survey Technician for the Registrar of Condominiums. She requested that we have input in proposed changes to the condominium regulations, particularly to remove any redundancies between the regulations and our own Standards. We have continued to work with Service Nova Scotia on this file as it slowly moves forward. Our main contact has been with Melissa Goertzen, who is a Policy and Research Analyst. There have been changes to personnel in the Condominium Registrar's office, including the retirement of Ian McLellan and the loss of Carol Pierre to another position. Dawn Wride continues with the office and I am happy to say that Geoffrey Dick, Zone 2 councillor, is now working at the Condo office. We have reviewed and commented this sum-

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mer on the proposed regulations and I am told that the paperwork required to put forward amendments for consideration by the minister are being drafted. However, there is a fall/winter schedule being prepared which will largely determine when amendments can be submitted. David J. Whyte, Chair ✕

### Public Awareness Committee Report

The 2017-2019 strategic plan notes that: Public Awareness targeted two specific areas on which to concentrate their efforts. The first was the continual updating of the Association website, and second was to make better use of the media to publicize the profession.

Bearing this in mind the committee will focus on 4 broad goals moving forward:

1. Updating the website – create/update a Frequently Asked Question page. This would focus on questions the general public would have regarding land surveying in Nova Scotia.
2. Website review – it may be worthwhile to have our website reviewed by a professional developer. The focus on this update would be to make the website more interactive for our membership. The functionality would include, but not limited to, membership license renewal and mandatory continuing education point submission.
3. Public education – develop educational materials, solicit for presenters, and compile past presentations. This would allow past/current/future presenters to leverage their position by seeing what's been done in the past and what areas may need additional coverage in the future. It may also make it easier for a member to take on the role of a presenter if there is a wealth of information available.
4. Work with ANSLs staff to review the website and set goals for upcoming years.

Please let me know if you have any questions, comments, or concerns regarding our association's public awareness at [harrink@halifax.ca](mailto:harrink@halifax.ca).

Kyle Harrington, Chair. ✕

### Continuing Education Committee

This committee had a quiet year due to the current Covid-19 Pandemic. The current provincial state of emergency does not allow for large gatherings. Spring and AGM seminars had to be cancelled.

In the early part of the new year the committee had a web meeting to organize a seminar to be held in Truro in May. Thanks to Tina for gently pushing us as a group to book a venue and confirm a date. This seminar would have explored all government data sources available and show and demonstrate the information so members can leverage it for their day to day activities. We will look to a similar seminar next spring, if not in a public venue, possibly in an online presentation.

Our group with help from Tina, passed on to members, multiple opportunities for online courses and webinars throughout the year, allowing for possible CE points. A great resource to our membership is the GeoEd Canada website, which is on our website under the Professional Development Tab. I would suggest all members to register and explore the different seminars.

If any members have suggestions for seminars, please contact us. We can also look at providing small CE sessions at zone meetings if there is interest.

Blake Beaton, Chair ✕

### Mandatory Professional Development Evaluation Committee Report

The committee reviews all information provided with MPD form submissions to determine the number of points to be assessed for each activity.

Common reasons the points assessed differed from the points submitted by members are 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.
- Activities/participation (AGM, Zone meeting, committees, etc.) in other associations (Engineering/Survey) are assessed similar points as if they were ANSLs activities. These activities are subject to the same maximum points allowed with ANSLs activities/participation.

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If the assessed point total is different than what was submitted, the letter summarizing the results of the point evaluation will provide an explanation for the difference.

The onus is on the member to provide sufficient information on an activity (description, hours, category, dates, certificate, provider) to allow the committee to evaluate the points to be assigned. Insufficient information will result in the member not being assigned points for the activity.

There have been discussions regarding moving the MPD reporting program to an online system. An online reporting system would allow members to record activities at any time throughout the year, simplify the activity evaluations for members and provide an up to date summary of each members MPD points.

Please feel free to contact the ANSLS office or our committee with any questions or concerns relating to the evaluation of activities.

Buster Davison, Chair 

### **CBEPS Update**

Over the course of the last year, CBEPS has been active on several fronts, including the regular CBEPS accreditation and exam process. Aside from that under CBEPS, the Professional Foreign Credential Recognition (PFCR) program for foreign trained land surveyors is now up and running. Work and discussion are also continuing with regards to movement “toward an online degree” in geomatics.

#### **PFCR Program:**

This past year has seen the inception of the PFCR, where up until June of 2020, there have been approximately 60 interested applicants contact CBEPS from across the world. Approximately 25 had significant credentials and have potential of completing their CBEPS certificate in the coming year. Having been part of two academic qualification reviews, and one board interview of a candidate, I feel that the process is working well and certainly does provide oversight and review of candidates to ensure they are qualified, capable, and competent to enter the profession in Canada.

#### **Toward an Online Degree:**

CBEPS has been engaged with Employment and Social Development Canada (ESDC) to work toward funding of a program of work to move forward (along with stakeholders and academia) on making online education in surveying and geomatics more available. The goal is to enable applicants, no matter where they live, to advance their education by distance, and eventually be able to complete a degree program that meets CBEPS requirements. Most provincial associations have provided confirmation of support for CBEPS in this approach.

CBEPS made application to ESDC last April and are awaiting response on whether there will be support in terms of funding. This is a similar request for funding and mechanisms used to set up the PFCR program. Approval of our concept has been received. They have asked us to prepare a detailed submission and budget, which is also being submitted. Much of this approach will also lead to a full review of the syllabus, which will include academia, all CBEPS member associations, and other stakeholders as well. It is certainly an exciting time with much going on.

Jody Isenor, NSLS, P.Eng 



### **NOTICE OF 70<sup>th</sup> ANNUAL GENERAL MEETING**

Please join us on Friday, October 16th, 2020 at 9:30 am until 12 noon for our Virtual AGM!

You will need to register by using the following link:

<https://attendee.gotowebinar.com/register/5434293748730572557>. Voting will be done online and cannot be done by phone. Deadline for Registration is October 9<sup>th</sup>, 2020. If you experience technical difficulties when registering, please contact Tina Tucker via email: [tina.tucker@ansls.ca](mailto:tina.tucker@ansls.ca)

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# **The Association of Nova Scotia Land Surveyors**

**Financial Statements**

**December 31, 2019**

# The Association of Nova Scotia Land Surveyors

December 31, 2019

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## **Independent Practitioner's Review Engagement Report**

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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, 2019 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, 2019, 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*

**G&R Chartered Professional Accountants**  
*Licensed Public Accountants*

Dartmouth, Nova Scotia  
June 05, 2020

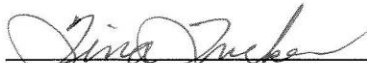
# The Association of Nova Scotia Land Surveyors

## Balance Sheet

December 31, 2019

	Note	2019 \$	2018 \$
<b>Assets</b>			
<b>Current Assets</b>			
Cash		294,549	245,382
Accounts receivable		19,385	34,629
HST receivable		4,085	2,381
<b>Total Current Assets</b>		<b>318,019</b>	<b>282,392</b>
Land and building	4.	73,289	75,226
Long term investments	5.	100,051	100,051
<b>Total Assets</b>		<b>491,359</b>	<b>457,669</b>
<b>Liabilities and Net Assets</b>			
<b>Current Liabilities</b>			
Accounts payable and accrued liabilities		395	13,923
Receiver General payable		3,196	1,956
Deferred revenue		77,570	49,480
<b>Total Current Liabilities</b>		<b>81,161</b>	<b>65,359</b>
<b>Net Assets</b>			
Accumulated operating surplus		410,198	392,310
<b>Total Liabilities and Net Assets</b>		<b>491,359</b>	<b>457,669</b>

SIGNED ON BEHALF OF THE MEMBERS

  
Executive Director

# The Association of Nova Scotia Land Surveyors

## Statement of Operations and Accumulated Operating Surplus

For the Year Ended December 31, 2019

	2019	2018
	\$	\$
Revenue (schedule A)		
Membership dues	208,584	210,597
Survey review	82,815	98,865
General operations	44,266	56,294
Other operations	5,835	5,740
<b>Total revenue</b>	<b>341,500</b>	<b>371,496</b>
<b>Expenses</b>		
Administration (schedule B)	259,972	275,453
Board of Examiners (schedule B)	250	416
Committees (schedule C)	2,977	4,238
Grants, levies and awards (schedule C)	34,901	35,521
Miscellaneous (schedule C)	3,605	4,735
Office accommodations (schedule C)	21,906	18,321
<b>Total expenses</b>	<b>323,611</b>	<b>338,684</b>
<b>Operating surplus for the year</b>	<b>17,889</b>	<b>32,812</b>
Accumulated operating surplus - beginning of year	392,309	359,498
<b>Accumulated operating surplus - end of year</b>	<b>410,198</b>	<b>392,310</b>

## The Association of Nova Scotia Land Surveyors

### Statement of Cash Flows

For the Year Ended December 31, 2019

	2019	2018
	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Operating surplus for the year	17,889	32,812
Adjustments to operating surplus not involving cash - amortization	1,937	2,018
Decrease (increase) in accounts receivable	15,244	(13,778)
Decrease (increase) in HST receivable	(1,704)	3,904
Decrease in accounts payable	(13,529)	(834)
Increase (Decrease) in Receiver General payable	1,240	(6)
Increase (decrease) in deferred revenue	28,090	(21,870)
<b>TOTAL CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>49,167</b>	<b>2,246</b>
<b>INCREASE IN CASH</b>	<b>49,167</b>	<b>2,246</b>
CASH - BEGINNING OF YEAR	245,382	243,136
<b>CASH - END OF YEAR</b>	<b>294,549</b>	<b>245,382</b>



# The Association of Nova Scotia Land Surveyors

## Notes to the Financial Statements

For the Year Ended December 31, 2019

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 (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 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

The building is recorded at cost. Amortization is calculated using the declining balance method at the annual rate of 4%.

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, 2019, no impairment losses have been recorded.

# The Association of Nova Scotia Land Surveyors

## Notes to the Financial Statements

For the Year Ended December 31, 2019

### 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, 2019 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. Changes in the bank's prime lending rate can cause fluctuations in interest payments and cash flows. The Association is exposed to changes in interest rates related to its investments in Growth guaranteed investment certificates (GIC). 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

# The Association of Nova Scotia Land Surveyors

## Notes to the Financial Statements

For the Year Ended December 31, 2019

### Liquidity Risk continued

always has sufficient cash flows and cash on hand to meet its operating obligations.

### 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, 2019 and December 31, 2018 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. Related Party Transactions

During the year the Association received rental income of \$4,600 (2018 - \$4,800) 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 rental income is measured at the exchange amount which is the amount of consideration established and agreed to by the related parties. As at December 31, 2019 there is a balance of \$nil, (2018 - nil) in accounts receivable as a result of these transactions.

### 4. Land and Building

Land and building consist of the following:

	Cost	Accumulated Amortization	2019 Net Book Value	2018 Net Book Value
	\$	\$	\$	\$
Land	26,798	-	26,798	26,798
Building	111,565	65,074	46,491	48,428
<b>Total</b>	<b>138,363</b>	<b>65,074</b>	<b>73,289</b>	<b>75,226</b>

### 5. Investments

The Association holds a long-term Growth guaranteed investment certificate (GIC) maturing on August 10, 2020 with a rate of return over the term of the investment of not less than zero or greater than the 16% maximum rate of return. The actual rate of return can only be determined at maturity and the Growth GIC cannot be redeemed or transferred before maturity.

# The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2019

## Schedule of Revenue

### Schedule A

	2019 \$	2018 \$
<b>Membership Dues</b>		
Regular	201,591	201,741
Retired	4,538	5,100
Student	2,455	3,756
<b>Total membership dues revenue</b>	<b>208,584</b>	<b>210,597</b>
<b>Survey Review</b>		
SRD plan	71,395	88,520
SLC number	11,420	10,345
<b>Total survey review revenue</b>	<b>82,815</b>	<b>98,865</b>
<b>General Operations</b>		
Certificates of authorization	9,400	10,400
Convention receipts	13,455	17,930
Interest income	1,331	1,175
Miscellaneous	2,275	250
Nova Scotian Surveyor	1,800	900
Seminars	16,005	25,639
<b>Total general operations revenue</b>	<b>44,266</b>	<b>56,294</b>
<b>Other Operations</b>		
Rental income	4,600	4,800
Service charges	1,235	940
<b>Total other operations revenue</b>	<b>5,835</b>	<b>5,740</b>
<b>Total revenue</b>	<b>341,500</b>	<b>371,496</b>

# The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2019

## Schedule of Expenses

### Schedule B

	2019	2018
	\$	\$
<b>Administration</b>		
Accounting service	3,885	3,886
Advertising	1,030	1,144
Amortization	1,937	2,018
Benefits - medical, dental and RRSP	12,522	13,422
CPP, EI and workers' compensation	4,597	4,147
Council meetings	1,213	1,780
Equipment rental and maintenance	347	860
Executive director expenses	1,534	1,274
Executive expenses	5,255	81
General meeting - convention	17,496	36,769
Nova Scotian Surveyor	2,227	3,139
Office supplies	6,378	6,191
Postage	577	874
President's travel	18,346	25,895
Printing	-	1,083
Professional dues and fees	2,145	5,145
Salary - Administrators	42,820	39,168
Salary - Executive director	59,867	58,607
SRD Manager contract	61,484	55,000
SRD Manager expense	4,670	2,880
Seminars	7,301	8,174
Telephone, fax and internet	3,494	2,886
Zone meetings	847	1,030
<b>Total administration expenses</b>	<b>259,972</b>	<b>275,453</b>
<b>Board of Examiners</b>		
Examinations	-	150
N.S. Board of Examiners	250	266
<b>Total Board of Examiners expenses</b>	<b>250</b>	<b>416</b>

# The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2019

## Schedule of Expenses

### Schedule C

	2019	2018
	\$	\$
<b>Committees</b>		
Administrative review	8	-
Complaints	969	714
Governance	-	24
Public awareness	2,000	3,500
<b>Total committees expense</b>	<b>2,977</b>	<b>4,238</b>
<b>Grants, Levies and Awards</b>		
C.B.E.P.S. levy	5,001	5,221
C.O.G.S. awards	2,500	1,500
Professional Surveyors Canada	27,400	28,800
<b>Total grants, levies and awards expense</b>	<b>34,901</b>	<b>35,521</b>
<b>Miscellaneous</b>		
Donation - memorials	310	1,950
Interest and bank charges	1,639	1,251
Other	1,525	1,534
Penalties and interest	131	-
<b>Total miscellaneous expenses</b>	<b>3,605</b>	<b>4,735</b>
<b>Office Accommodations</b>		
Building maintenance	2,729	440
Cleaning	320	300
Insurance	4,545	4,473
Taxes	10,519	10,559
Utilities	3,793	2,549
<b>Total office accommodations expense</b>	<b>21,906</b>	<b>18,321</b>

## Association of Nova Scotia Land Surveyors 2021 Budget (Proposed)

Prepared September 18, 2020

		2021 Budget (Proposed)	2020 Budget	2020 Actual to 08-31-2020	2020 Actual Projected	2019 Financials
<b>REVENUE</b>						
<b>ADMINISTRATION REVENUE</b>						
<b>Membership Dues</b>						
Regular Members	(136 @ \$1,500)	204,000.00	202,500.00	198,625.00	201,600.00	201,591.00
Retired Dues	(30 @ 150)	4,500.00	5,250.00	3,900.00	3,900.00	4,538.00
Associate Dues	(0 @ 150)	0.00	0.00	0.00	0.00	0.00
Candidate Dues	(22 @ 150)	3,300.00	3,000.00	2,975.00	2,975.00	2,455.00
<b>Total Membership Dues</b>		<b>211,800.00</b>	<b>210,750.00</b>	<b>205,500.00</b>	<b>208,475.00</b>	<b>208,584.00</b>
SLC Numbers	(See note 12)	11,200.00	11,000.00	8,000.00	10,750.00	11,420.00
SRD Plan	(See note 12)	69,000.00	86,000.00	41,435.00	62,935.00	71,395.00
Other SRD Revenue	(See note 16)	3,500.00	3,000.00	3,000.00	3,750.00	0.00
<b>Total</b>		<b>83,700.00</b>	<b>100,000.00</b>	<b>52,435.00</b>	<b>77,435.00</b>	<b>82,815.00</b>
Nova Scotian Surveyor		1,500.00	1,000.00	1,200.00	1,450.00	1,800.00
Convention Revenue		18,000.00	19,500.00	0.00	0.00	13,455.00
Seminar Revenue		25,000.00	25,000.00	0.00	15,000.00	16,005.00
Certificate of Authorization	(42 @ 230)	9,660.00	9,600.00	8,800.00	9,030.00	9,400.00
Hearing Committee		0.00	0.00	0.00	0.00	0.00
Interest Earned		500.00	1,000.00	235.00	485.00	1,331.00
Other Revenue		250.00	2,000.00	162.48	662.48	2,275.00
<b>Total</b>		<b>54,910.00</b>	<b>58,100.00</b>	<b>10,397.48</b>	<b>26,627.48</b>	<b>44,266.00</b>
<b>OTHER OPERATIONS</b>						
Dues Service Charges		900.00	1,000.00	885.00	1,110.00	1,235.00
Rental Income	(See note 13)	0.00	4,800.00	0.00	0.00	4,600.00
<b>Total</b>		<b>900.00</b>	<b>5,800.00</b>	<b>885.00</b>	<b>1,110.00</b>	<b>5,835.00</b>
<b>TOTAL REVENUE</b>		<b>351,310.00</b>	<b>374,650.00</b>	<b>269,217.48</b>	<b>313,647.48</b>	<b>341,500.00</b>

## ADMINISTRATION EXPENSES

	2021 Budget (Proposed)	2020 Budget	2020 Actual to 08-31-2020	2020 Actual Projected	2019 Financials
<b>OFFICE EXPENSES</b>					
Salary - Executive Director	76,410.00	76,410.00	50,248.90	76,410.00	59,867.00
Salary - Admin Assistant (PT)	18,792.00	16,320.00	13,448.16	18,146.16	16,608.00
Salary - SRD Assistant (PT) (See note 17)	26,793.00	26,795.00	17,806.95	26,795.00	26,212.00
Salary - SRD Manager Contract	60,000.00	60,000.00	35,000.00	60,000.00	61,484.00
Benefits - Medical & Dental	8,000.00	9,000.00	4,723.40	6,973.40	7,849.00
Benefits - CPP	5,500.00	1,600.00	3,850.18	5,561.37	1,900.00
Benefits - EI	1,850.00	2,100.00	1,785.78	1,960.78	2,217.00
Benefits - Workers' Comp	525.00	500.00	215.79	340.79	480.00
Benefits - Life Insurance (See note 15)	0.00	2,000.00	0.00	0.00	0.00
Benefits - RRSP (See note 15)	4,500.00	4,500.00	2,365.29	4,730.58	4,673.00
<b>Total</b>	<b>202,370.00</b>	<b>199,225.00</b>	<b>129,444.45</b>	<b>200,918.08</b>	<b>181,290.00</b>
Accounting Services	3,900.00	4,000.00	3,885.00	3,885.00	3,885.00
Advertising	1,200.00	1,500.00	345.10	720.10	1,030.00
Annual Meeting & Convention (See note 2)	25,000.00	30,000.00	0.00	1,850.00	17,496.00
Council Meetings	1,500.00	2,000.00	0.00	1,000.00	1,213.00
Depreciation (See note 11)	1,860.00	2,200.00	0.00	2,200.00	1,937.00
Equip Rental & Maintenance (See note 4)	400.00	1,200.00	175.75	475.75	347.00
Executive Director Expenses	1,500.00	1,500.00	1,230.77	1,605.77	1,534.00
Executive Expense	400.00	400.00	0.00	0.00	5,255.00
Legal Services	10,000.00	2,500.00	2,568.00	5,000.00	0.00
Nova Scotian Surveyor	3,000.00	3,000.00	798.00	1,548.00	2,227.00
Office Expense	7,500.00	2,000.00	2,476.90	8,000.00	2,277.00
Office & Computer Equipment	2,500.00	750.00	3,332.66	3,520.16	4,101.00
Postage	750.00	750.00	357.18	714.36	577.00
President's Travel (See note 6)	20,000.00	20,000.00	5,582.85	5,582.85	18,346.00
Printing	250.00	500.00	0.00	0.00	0.00
Professional Dues & Fees (See note 8)	3,000.00	3,000.00	3,875.00	3,875.00	2,145.00
Seminars	8,000.00	7,500.00	0.00	8,000.00	7,301.00
SRD Manager's Expenses	7,200.00	7,200.00	881.27	2,681.27	4,670.00
Staff Training	2,000.00	4,500.00	375.00	375.00	0.00
Telephone, Fax, Internet	2,800.00	3,000.00	1,595.41	2,345.41	3,494.00
Zone Meetings	500.00	1,500.00	0.00	0.00	847.00
<b>Total</b>	<b>103,260.00</b>	<b>99,000.00</b>	<b>27,478.89</b>	<b>53,378.67</b>	<b>78,682.00</b>
<b>COMMITTEES</b>					
Administrative Review Committee	150.00	250.00	0.00	0.00	8.00
Complaints Committee	150.00	1,200.00	0.00	0.00	969.00
Continuing Education Committee	150.00	250.00	0.00	0.00	0.00



Hearing Committee	(See note 1)	10,000.00	500.00	0.00	0.00	0.00
Governance Committee		150.00	500.00	0.00	0.00	0.00
Other Committees		150.00	200.00	0.00	0.00	0.00
Public Awareness Committee		5,000.00	5,375.00	0.00	0.00	2,000.00
SRD Review Committee		150.00	500.00	0.00	0.00	0.00
Strategic Planning Committee		150.00	500.00	0.00	0.00	0.00
Environmental Committee		150.00	500.00	0.00	0.00	0.00
<b>Total</b>		<b>16,200.00</b>	<b>9,775.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,977.00</b>

**GRANTS, LEVIES & AWARDS**

CBEPS Levy	(See note 14)	5,100.00	5,000.00	5,002.92	5,002.92	5,001.00
PSC Levy	(See note 7)	34,000.00	33,750.00	34,113.00	34,113.00	27,400.00
COGS Awards	(See note 3)	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
<b>Total</b>		<b>41,600.00</b>	<b>41,250.00</b>	<b>41,615.92</b>	<b>41,615.92</b>	<b>34,901.00</b>

**BOARDS OF EXAMINERS**

Canadian Board (CBEPS)		150.00	200.00	0.00	0.00	0.00
Exams		150.00	300.00	0.00	0.00	0.00
NS Board of Examiners		150.00	500.00	0.00	0.00	250.00
<b>Total</b>		<b>450.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>

**ACCOMMODATION**

Building Maintenance	(See note 10)	1,500.00	1,500.00	210.00	210.00	2,729.00
Cleaning		350.00	350.00	300.00	300.00	320.00
Insurance		4,500.00	5,000.00	3,633.00	4,883.00	4,545.00
Taxes		12,000.00	12,000.00	5,214.92	10,429.84	10,519.00
Utilities		4,300.00	4,500.00	3,131.19	4,256.19	3,793.00
<b>Total</b>		<b>22,650.00</b>	<b>23,350.00</b>	<b>12,489.11</b>	<b>20,079.03</b>	<b>21,906.00</b>

**MISCELLANEOUS**

Courier		200.00	200.00	45.60	95.60	0.00
Donation - Memorials		1,500.00	1,500.00	0.00	375.00	310.00
GANS		0.00	0.00	0.00	0.00	0.00
Interest & Bank Charges		1,250.00	1,300.00	786.56	1,111.56	1,639.00
Penalties & Interest		100.00	50.00	102.84	102.84	131.00
Miscellaneous Expenses		1,000.00	2,000.00	0.45	500.45	0.00
Corrections		0.00	0.00	-2,114.41	-2,114.41	1,525.00
<b>Total</b>		<b>4,050.00</b>	<b>5,050.00</b>	<b>-1,178.96</b>	<b>71.04</b>	<b>3,605.00</b>

**TOTAL OFFICE EXPENSES**

<b>390,580.00</b>	<b>378,650.00</b>	<b>209,849.41</b>	<b>316,062.74</b>	<b>323,611.00</b>
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**SURPLUS/(DEFICIT)**

<b>-39,270.00</b>	<b>-4,000.00</b>	<b>59,368.07</b>	<b>-2,415.26</b>	<b>17,889.00</b>
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**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 \$6550 (131@\$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 ITC's 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 based 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.

  
**OBITUARY**

**HUNT, ROBERT L., NSLS, #193** – Age 85, of Liverpool, NS, passed away peacefully in Queens General Hospital on Sunday, September 20, 2020. Born in Greenfield, NS, and was a son of the late Robert S. and Florence (West) Hunt. Bob received his PLS in 1956 and started working with the Department of Lands and Forests. He was later employed with Bowater Mersey Paper in 1967. In 1973, he surveyed privately until 1988. He retired his commission in 2000 and resigned his membership in 2013. Bob enjoyed the outdoors and fishing. He especially enjoyed time spent with family, mainly his wife of 62 years. Bob is survived by his wife, Bea (Cowie), his son Charles (Crystal) of Liverpool; his daughter Lorraine (Christopher) Ryan of Perth, ON; sister Muriel Robart of Greenfield; 6 grandchildren and 1 great-grandson. Cremation has taken place. At Robert's request, a funeral will be held at a later date. No flowers. Donations may be made to Queens General Hospital Foundation or to Queens Manor, Liverpool. Online condolences may be made to [www.chandlersfuneral.com](http://www.chandlersfuneral.com).





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