



Municipal Development Officers Association of Nova Scotia

General Meeting - Minutes Oct 23, 2008

The meeting was attended by the following members of the Executive:

President Frank MacFarlane
Vice President Trish Javorek
Director Deborah Torrey
Director Tonia Horvath
Treasurer Brenda Seymour
Past President Wanda Ryan

Location: Holiday Inn Express, Stelleraton

Meeting was called to order by the Chair at 12:25 pm. 18 regular members were in attendance.

Frank asked for introductions

1. Approval of Agenda:

The Agenda was circulated to the members.

Addition

- b) correspondence
- c) Memberships Fees
- d) Status form updates

Moved by: Ian Young

Seconded by: Doug MacInnis

Motion: That the agenda be approved as circulated with additions.

2. Approval of Minutes

The minutes of the Annual General Meeting were circulated to the members..

Moved by: Ian Young

Seconded by: Doug MacInnis

Motion: That the minutes of the Annual General Meeting be approved as circulated

3. Business arising from the minutes/old business

a) Frank stated we were going to put promo stuff on web. Colin looking at space available on our website.

Brian Spicer asked about the two motions from previous meeting:

- 1) Letter to Assessment. Has it been sent? It was reported that it was not sent. Brian asked that it be sent.
- 2) Issue of registering plans with deeds – should put onus back on the client/lawyers for recording deeds. Province continues to download on to Municipalities. Professional Planners Association are pushing for something similar.
- 3) Brenda asked Brian to draft letter. Brian will draft letter and send to Frank.
- 4) Brian wants to sit down with those involved and work out how this can be done to benefit everyone. Want to write a letter requesting opportunity to sit down and discuss process.

Moved: Brian Spicer

Seconded: Nelson Bezanson

Motion: Send letter to SNSMR requesting an opportunity to set up a meeting with SNSMR, Vice President and President of the Association, and Brian Spicer, to discuss assignment of AAN's and how plans and associated documents are filed in the system and the process for that.

Motion carried.

b) Moved: Madeline Lemay

Seconded: Van MacLeod

A letter be send to SNSMR thanking them for \$2,000

Motion carried.

The Executive had nothing new to report

4. Financial Statement

Report was circulated. \$2,000 received from Service N.S. for this conference but not deposited yet.

Moved by: Ian Young

Seconded by: Van MacLeod

Motion: That the financial statement be approved as circulated.

Motion carried.

5. Committee Reports

Education Committee:

Frank not sure if we have an Education Committee. Will talk to Colin Forsyth. However may want to establish a committee considering COGS Presentation yesterday.

Certification Committee:

Van MacLeod reported Kevin Warner was not present. Madelyn Lemay thanked Executive for calling a meeting as now have a clear schedule for their meetings. They are to meet the 1st Friday following Labour Day and in February 2009.

Madelyn stated the committee will hold scheduled meetings in the future.

Wanda Ryan and Kevin MacLeod was presented with their Senior Development Officer certificates.

Trish summarized meeting that took place with the certification committee. Talked about getting binders out and looking at using possibly a ½ day of the conferences to be dedicated to the certification process, possibly giving training and covering areas needed for people that are unable to meet their requirements in their normal workplace.

Moved by Ian Young

Seconded by Trish Javorek

Motion: Put an ad in the paper recognizing certification. Look into putting it into the Halifax Herald with a picture that will be done once a year at the AGM meeting.

Motion carried.

John Sullivan would like a certification binder.

6. New Business

New Members

Brenda reported three new members. It was brought to our attention that there are also two more new members: Tim Peters and Nick Zink.

7. Correspondence

a) Frank received a letter from Dave Smith and read for information of members. Dave wants a review committee to review regulations (provincial subdivision regulations)

Madelyn suggested we ask for two members.

Frank will contact Rosemary MacNeil and Kevin Warner to see if they are interested and Brian Spicer will also take part.

Motion by Madeline Lemay

Seconded by Ken MacLeod

Motion: Brian Spicer and either Rosemary or Kevin for committee to review regulations

Motion carried

b) Frank received letter from N. S. Surveyors Association for their annual meeting

(Banquet) in Halifax. Madeline stated president usually goes.

c) Frank read letter from Mike Fricker, COGS , thanking association for award received.

8. Membership Fees

Brenda stated that fees normally are sent out in the summer but she is really busy then. Thought it could be sent in December or January and waive 2008 fees?
Madeline suggested we bill now (December) for 2008 /09 and bill in April for 2009/2010.

9. Spring Conference 2008

- 1) John Sullivan will be the conference committee representative for the central region for the spring conference and will arrange for the location and session content. The conference will be held in either Digby Pines or Whitepoint. (Southwestern Region)
- 2) Tonia thought the D.O. of the area should look after accommodations and food.
- 3) Frank > who would organize conference in the past? It has been the executive.
- 4) Madeline > D.O. from the area was supposed to organize venue, catering and agenda content.
- 5) Madeline offered suggestion for conference: A two day conference on evolution of subdivision, a more detailed version of the presentation that took place at this conference.
- 6) Frank suggested we look into the last week of April 2009 or 1st week of May for the spring conference.

Note: After the meeting had adjourned John Sullivan had checked into Digby Pines and it was not available. Conference will be held at Whitepoint Lodge.

10. Additions

Brenda handed out Status Form Updates to be completed and handed back in.

Motion: To adjourn the general meeting

Moved by Ian Young

Seconded by Doug MacInnis.

Meeting adjourned 1:40 pm