

Minutes February 27, 2013

Plant Health Atlantic Council (PHAC) Annual General Meeting

Fairway Inn, Sussex, NB

7:00pm-9:00pm

Present: David Thompson (chair), Neil Pond, Ken Browne, Garth Nickerson, John Evans, Michael Cunningham, David McCafferty.

Absent/Regrets: Gordon Horsman.

Guests: Jim Landry, Executive Director, Landscape NB; Ken Pavely, [Lawn Life](#); Jarrod Barakett and Caiden Fairbairn, [IPMgolpro](#).

1) Call to Order; 18:53, David Thompson.

2) Review and Approval of Meeting Agenda:

- Addition to agenda: Presentation by IPM Golfpro representatives.

Motion (Neil Pond, 2nd David Mccafferty) to approve the agenda. Vote: All in favor.

Presentation by IPMgolpro. Summary:

- web-based software used by golf courses in Ontario.
- common browsers, adapted to email and smart phone, tablet communication.
- useful for scouting with “tickler system”; user set-up; product list attached from Health Canada with rates; use calculations for application; use of Google maps to map course and area of each playing surface;
- will track all product use and generate week, month, and year-end reports as well as year-year summaries.
- standardization of reporting for all golf course facilities;
- suggest it could be designed to work with landscape facilities in other areas;
- PHA could use for standardization of facility reporting and pesticide use; could also be done on individual basis and fee-for service; cost for customized NB program negotiable;
- Cost per course in Ontario: \$698/year for an 18? Hole course; includes all updates, features, etc;
- Cost of Ontario IPM program is \$800/year and requires a significant amount of record keeping and reporting.

Discussion during and following presentation.

- Looked interesting and may offer a tool that be helpful to accredited companies to calculate, track and report product usage at a property and total year basis.
- could be offered by PHA to members as a requirement to submit records for yearly desk audits.

- only helpful if it could make reporting easier, reduce errors, reduce audit review time, increase efficiencies and reduce costs for both facilities and PHA.

D.Thompson thanked IPM Golfpro presenters for the information and attendance at the meeting.

3) Minutes circulated from last meeting (Feb. 22, 2012).

Motion (Neil Pond, 2nd David Thompson) to approve the minutes; AIF.

No Business arising.

4) Reports/Updates

i) President's report: David Thompson

- incorporation legal work all completed and all bills paid; official minutes book to be kept at lawyers office (Boyne Clarke, Halifax); annual meeting minutes only required;
- transfer of administrators role to David McCafferty went well; may be a few technical glitches re: separation of phone lines, etc. but generally David has taken over the administration roles admirably;
- David Thompson thanked Ken for helping with all the paperwork and making the job of President easy to handle.
- Neil Pond thanked David Thompson for his term of President and navigating through all the incorporation and legal work.

ii) Standard's Committee: Garth and Ken reported;

- 17 meetings were checked for qualifying CEC's; still a problem for some certified turf practitioners (CTP's) to qualify for their 8 annual CEC requirement; do have the option to rewrite the PHA exam; deadline for getting credits is March 31 of each year;
- the French training session held in Bathurst was attended by 20 participants; instructor was from St. Hyacinthe, PQ who is willing to return for another session;
- concern by PHA of on-going need to organize training events for members to earn CEC's; this has been stated as not an explicit obligation of PHA however we need to help members to earn CEC's;
- the HortEast conference and IPM symposiums are both excellent opportunities for CTP's to earn 8 CEC's;
- suggest CEC's to be a discussion topic for next PHA executive committee.

iii) Education and Training; Neil Pond reported:

- IPM symposium discussed; thanked others for assistance and participation; delivering subjects and content for all CTP's a challenge as there is a broad technical spread between lawn care and golf sectors;
- turf workshop at Horteast a good idea and should be continued;

- LNB to contract revision to the Sustainable Turf Manual (STM) for 2013; lead editor and author will be the Guelph Turfgrass Institute; funding through NBDAAF; STM will include a sports turf chapter and the manual is intended to be a study guide for the PHA certification and accreditation programs.

iv) Administrator Report: Ken Browne and David McCafferty

- 70% submitted full desk audit (FDA) by deadline of Jan. 31
- Annual fee increased to \$475 after Jan.31, 2013
- question on incomplete FDA, can appeal; should there be an additional fee for extra time required for facilities to submit correct information; table for discussion at next meeting.
- 21 facilities completed on-sites audits and received full accreditation status;
- 2 new lawn care, 3 golf courses; 1 municipality accredited.
- Reporting of IPM practices improved; mixing and calibration still a problem; calibration workshop needed;
- 17 new turf practitioners with IPM certification.

v) Finances: David McCafferty

- Financial report circulated with year reported to Dec. 31, 2012; balance: \$3,599.97.
- financial report must be sent to all membership as required in by-laws
- financial audit required? Discussed and suggested that audit is not required unless requested by membership.
- Question: what is our cash flow?
- Question: credit card payments? Many would like to pay with credit card but it would cost 2% fee charge to PHA; further discussion required.
- Question: Do we need to file with Revenue Canada? Well under \$50,000 gross revenue so it may not be required.
- Application has been made to the ETF for additional funding.

5) Election of Executive:

- Discussion of how long positions last for the new board; 3 years.

- Nominations:

David Thompson
Michael Cunningham
John Evans
David McCafferty
Neil Pond
Gordon Horsman
Open

Motion (Neil Pond, 2nd David McCafferty): To approve the six nominations as the new directors for PHAC 2013. Vote: All in Favor.

6) Call to order – new executive and administrative officers.

Motion (David McCafferty, 2nd Michael Cunningham): To approve the appointment of four executive committee positions as listed below as well as to appoint David McCafferty as administrator/treasurer and Garth Nickerson as Secretary for PHAC 2013. All in Favor.

Past President: David Thompson
Chair: Michael Cunningham
Vice-chair: John Evans
Treasurer: David McCafferty
Administrator: David McCafferty
Secretary: Garth Nickerson (non-voting)
Standards committee:
Education and Training committee:

- David McCafferty agreed to serve as Administrator and Treasurer for 2013.
 - Garth Nickerson agreed to serve as secretary for 2013.
 - Committee chairs to be appointed.
 - The Board welcomed the new executive, directors and appointed positions.
- Thank you to new President Michael Cunningham and all those serving on the PHAC board for 2013.

8) Review of changes to By-laws and PHAC operation

- Invoices for Certified Turf Practitioners (CTP's)? Need to re-invoice \$25?; refunds?
- CTP with insufficient annual CEC's (after April 1) must re-write exam to maintain current status which will cost \$200;
- we are not obliged to notify facilities about annual fees for CTP (one CTP agent mandatory per accredited facility); reminder notification likely a good idea.
- fee structure for Certified Turf Practitioners – tabled for decision by new executive; changes must be accepted by PHAC at AGM.
- review of change to fee structure for Full Desk Audits – table for decision by new executive and adoption by PHAC.

9) Presentation by IPM Golfpro

- completed at start of meeting

10) Other business

- Kathy Stapleton has been appointed as chair of federal agency for industrial pesticide standards.

11) Adjournment: Neil Pond moved at 21:35.

Minutes recorded by:

G. Nickerson
Secretary, PHAC