

Minutes February 19, 2014

**Plant Health Atlantic Council (PHAC)
Annual General Meeting**

**Fairway Inn, Sussex, NB
7:00pm-9:00pm**

Attendance: Michael Cunningham (President, AVMA), David Thompson (PP, LNS), Neil Pond (LNB), John Evans (LNB), David McCafferty (NGCOA, administrator), Garth Nickerson (secretary). **Absent:** Ken Browne, Gordon Horsman (STA, City of Moncton).

1) Call to Order, welcome; Michael Cunningham

- special thanks to David McCafferty and Ken Browne for managing the administration of PHA;

- meeting with NBDOE (report will be circulated); noted pesticide use reduction since start of the PHA program from 150% (baseline) to 32% of client properties (calculated from facility audits); report sent to NBDOE outlining accomplishments of PHA and success to reduce product use; importance of ETF funding to support PHA activities;

- discussion of PEI permits and status of lawncare; noted that it has been suggested that no spray buffer zones increase to 50 m from watercourse; issues with pre-notification (24 hours to 2 hrs.); no changes as yet but pressure to move towards a pesticide use ban;

Follow-up action: D. Thompson offered to draft a similar letter to PEI DOE updating on PHA verified use reduction results to date and benefits of the PHA program.

2) Review and Approval of Meeting Agenda:

- No additions to agenda.

Motion (Neil Pond, 2nd David Thompson) to approve the agenda. All in favor (AIF); Motion Carried.

3) Minutes circulated from last meeting (Feb. 27, 2013).

- No revisions or amendments.

Motion: (David Thompson, 2nd D. McCafferty) to minutes of last meeting. All in favor (AIF); Motion Carried.

- Business arising.

- on-line forms for reporting and audit information; D. McCafferty will look into .

- discussion of quarterly newsletter/updates: suggested to look into combining information with LNB newsletter; D. McCafferty will discuss with Jim Landry about submitting articles and sharing information.

4) Committee Reports

i) Auditor's report: Ken Browne (submitted report circulated).

- D. McCafferty summarized the report;
- 23 (2012) Full Desk Audits (FDA), 1 (2012) Baseline Desk Audit (BDA), 1 (2012) Improvement Plan, 10 On-site Audits/visitations/evaluations.
- 53 (2013) FDA, 1 (2013) BDA, 1 Improvement Plan (new applicant).
- 3 Spot Audits and 1 investigation conducted.
- 3 industry notices/ mail-outs to members; notices for CEC's.
- update webpage with new information and status of membership.
- update NBDOE and vendors of status of Accredited Facilities.
- 107 inquiries on various issues answered.
- Prepared and submitted ETF reports and new application for 2014-15 (\$54,000).
- Presentation to CropLife Canada, PEI, October.

ii) Administrator Report: David McCafferty (report circulated and summarized).

- Financial report (Jan.1-Dec.31, 2013): circulated and reviewed; Revenue: 56,062.99, Expenses: \$34,556.94, Surplus: 21,506.05; noted that surplus is fees held in reserve and will pay upcoming on-site and spot audit expenses; ETF funds - \$18,158 used to Dec31 and balance will be expensed before March 31/14.9 (French training seminar Bathurst, translation, website improvements).
- Membership fees: Facilities: Lawncare: 25 FD audits completed 12 outstanding and pending; Golf: 19 FD audits received, 16 outstanding and pending; municipal: 1 company registered in 2012 and FD audit is pending.
- CEC Status: Turf Practitioners: 91 registered up to (March 31, 2014); 5 up to (March, 2015); CEC's being tracked.

iii) Education and Training; Neil Pond (summarized last report, Dec. 19)

- IPM symposium discussed; broad list of speakers for lawn care and sports turf.
- Horteast 2013 reasonably well attended.
- Sustainable Turf Manual (STM); on-going and plan to be completed for launch at Hort East in Nov. 2014; lead author GTI; funding through NBDAAF; will include a sports turf chapter and the manual is intended to be a study guide for the PHA certification and accreditation programs.
- French Training: course scheduled for Bathurst members, March 18, 2014; thanks to M. Cunningham who is coordinating speaker from PQ.
- Sports Turf Seminar in Halifax was coordinated by Gordon Horsman.
- planning a workshop training event for fall 2014 and/or Horteast seminar.
- discussion of CEC tracking system: how to simplify; suggestion of sign-up sheet for each session vs. sign-up for the day; welcome any suggestions how to make more efficient; seems to be working OK as long as administrator can get all sheets with signatures to reward all CEC's.
- a total of 11 different events in 2013 to date for CEC's

iv) Enforcement and Compliance: Michael Cunningham (chair), D. McCafferty, K. Browne.

- report circulated; discussion of several issues.
- NBDOE notified when there is a lack of compliance; enforcement and compliance system seems to be working OK.
- French training program is all planned and scheduled for the Gowan Brae Golf Club; instructor Nancy Morin (Phyto-experts).

v) Standards Committee: Garth Nickerson (Chair), K. Browne, D. McCafferty
- a total of 11 events in NB, NS, and ON were reviewed and awarded CEC's; plenty of opportunities for CEC's available but most TP's attend the NB events; discussion of organizing and planning an annual French session; PHAC is not obligated to do an annual training events however must publicise events for TP's and will offer to assist associations to hold events to that support members and CEC's.

Motion (John Evans, 2nd Neil Pond) to accept all committee reports. All in favor (AIF); Motion Carried.

5) Environmental Trust Fund (ETF):

- D. McCafferty; discussed in financial report.

6) Election of PHA Council:

Nominations: Directors (3 year terms)

- Michael Cunningham (AVMA)
- David Thompson (LNS)
- John Evans (LNB)
- David McCafferty (NGCOA)
- Neil Pond (LNB)
- Gordon Horsman (STA, City of Moncton)
- Open

Motion (David Thompson, 2nd Neil Pond) to elect all Directors for 2014-2017. All in favor (AIF); Motion Carried.

Selection of PHAC Executive Officers

- President: John Evans
- Past President: Michael Cunningham
- Vice-President: Gordon Horsman
- Treasurer: David McCafferty
- Administrator: David McCafferty
- Secretary: Garth Nickerson (non-voting)

Motion (David McCafferty, 2nd Michael Cunningham) to appoint new executive as listed for 2014-2015 (1 year term). All in favor (AIF); Motion Carried.

- 2014/15 Committee chairs: to be appointed at next executive meeting.
- Discussion on new Directors: John will follow-up with City of Saint John as a possible new municipal director; Golf Course Association? K. Wentzell (Royal Oaks)...limited new Directors as they must be PHAC Associate members and represent the association/institution; cannot be just an individual business member or TP.

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

- No new changes or revisions at this time.

8) Adjournment:

- Neil Pond moved at 21:10.

Minutes recorded by,
G. Nickerson
Secretary, PHAC