



NB FOREST TECHNICIANS ASSOCIATION ANNUAL GENERAL MEETING MEETING MINUTES APRIL 2nd, 2015

1) OPEN MEETING

NBFTA President France Roussel welcomed members to the 2015 NBFTA AGM held in conjunction with the CWF Spring Meeting at the Delta Beausejour in Moncton, NB.

The meeting was called to order at 1:10 PM with twelve NBFTA Members in good standing in attendance. France introduced guest speaker Gerry Redmond, Director of the Maritime College of Forest Technology (MCFT).

2) QUORUM

Twelve members were present enabling transaction of regular business as required under Article 11 of the NBFTA Constitution. See attendance sheet attached.

3) READING & CONFIRMATION OF 2014 AGM MINUTES

Azimuth Co-Editor Dusty Corey moved approval of the previously distributed minutes of the 2014 NBFTA AGM. The motion was seconded by Allie DeGrace.

4) EXECUTIVE AND COMMITTEE REPORTS:

🍷 **PRESIDENT:** Motion carried, (moved by France Roussel, seconded by Patrick Doucet), to approve the attached report by France Roussel.

🍷 **1ST VP & CERTIFICATION COMMITTEE:** Motion carried (Moved by Riley Côté-DeMerchant, seconded by Allie DeGrace), to approve the attached report by Riley.

🍷 **2ND VP & DISCIPLINE COMMITTEE:** Motion carried (Moved by Allie DeGrace, seconded by Patrick Doucet), to approve the attached report by Allie.

🍷 **SECRETARY:** Motion carried, (moved by Blair DeGrace, seconded by Allie DeGrace), to approve the attached report by Blair.

🍷 **TREASURER:** Motion carried (Moved by Chris Finnamore, seconded by Fred Harris), to approve the attached report by Chris.

Riley reported that he had attended the NSFTA AGM where they had passed a motion to invest \$10,000 of their bank account balance in a fund to take advantage of interest income. There was consensus for NBFTA to defer pursuit of this opportunity until 2016 due to a potential shortfall of membership revenue resulting from NBDNR's decision to support payment of dues only for Certified Forest Technicians employed by the Department.

🍷 **AUDITORS' REPORT:** Motion carried, (moved by Chris Finnamore, seconded by Duane Simkins), to approve the attached report prepared and submitted by Rebecca Jones who was unable to attend the AGM.

🍷 **PAST PRESIDENT & ADVISORY COMMITTEE:** There was no report available from Past President and Advisory Committee Chair Gareth Davies who was unable to attend the AGM.

🍷 4 REGIONAL REPRESENTATIVES:

- **Region 1:** Motion carried, (moved by Blair DeGrace, seconded by Allie DeGrace), to approve the attached report presented by Blair on behalf of Jonathan DeGrace who was unable to attend the AGM.


- **Region 2:** There was no report submitted by Region 2 Representative Lance Crain who was unable to attend the AGM.
- **Region 3:** Motion carried, (moved by Blair DeGrace, seconded by Dusty Corey), to approve the attached report presented by Blair on behalf of Paul Gilmore who was unable to attend the AGM.
- **Region 4:** Motion carried, (moved by Blair DeGrace, seconded by Preston Coughlan), to approve the attached report presented by Blair on behalf of Pamela Hurley Poitras who was unable to attend the AGM.
- ☞ **PUBLIC RELATIONS:** There was no report presented by the Public Relations Committee which is currently inactive.
- ☞ **CONTINUING FOREST EDUCATION:** Motion carried, (moved by Chris Finnamore, seconded by Patrick Doucet), to approve the attached report by Chris.
- ☞ **AZIMUTH:** Azimuth Co-Editor Dusty Corey verbally expressed his appreciation for those who assisted by contributing articles to the three editions published during the past year. He encouraged all members to submit articles and informed that another issue is planned for release during the fall of 2015.
- ☞ **MEMBERSHIP:** Chris Finnamore submitted the attached written report following the AGM. Chris informed that NBDNR no longer pays membership dues for Regular Members. He reported challenges of keeping the membership database accurate and current. He also reported that the second year MCFT graduating class had been advised by Paul Gilmore in Fredericton and Karl Branch in Bathurst that they were eligible for a complimentary NBFTA membership. MCFT Director Gerry Redmond offered to distribute information to former MCFT Graduates through the MCFT Alumni listing. Chris said that he plans to include the NBFTA information brochure with the 2015 invoice mailing and inform DNR Members that their dues will be paid if they attain their CFT status. France stated that a spring Executive meeting would be convened to address the challenges of managing membership, certification and continuing education. Chris agreed with Dusty's proposal to make contact with DNR Technicians to make them aware that Regular member dues are no longer paid, but explained that a shortage of "boots on the ground" makes it difficult to accomplish all that could be done.
- ☞ **MFRS BOARD OF GOVERNORS:** Motion carried, (moved by Blair DeGrace, seconded by Chris Finnamore), to approve the attached report presented by Blair DeGrace.
- ☞ **CONSTITUTION COMMITTEE:** There was no report presented by the Constitution Committee which is currently inactive.
- ☞ **SYLVICON COMMITTEE:** Chris Finnamore reported that he had been contacted by Anne LeBrun Ruff in November who offered NBFTA the opportunity to partner in Sylvicon. The status of Sylvicon 2016 is yet to be determined. Chris informed that he was involved in Sylvicon eight years previous when it concluded mainly due to a shortage of resources from the NB Forest Products Association. ForestNB and ARPFNB now have the resources to assist with moving Sylvicon forward. NBFTA sponsored a meal in the value of \$1000.00 which paid dividends in publicity. Gerry Redmond commented that there may be an opportunity to hold the NBFTA AGM in conjunction with Sylvicon in the future. Gerry also commented that a MCFT Student Rep on the NBFTA Executive may assist in attracting and retaining new graduates as NBFTA members. A motion was passed to accept the Sylvicon report by Chris Finnamore (Moved by Riley, Seconded by Patrick).

5) READING OF CORRESPONDENCE








- ☞ Motion carried, (moved by Blair DeGrace, seconded by Duane Simkins), to approve the attached correspondence report by NBFTA Secretary Blair.

6) UNFINISHED BUSINESS


- ☞ The NBFTA Executive took the decision in 2015 not to follow-up on a motion from the 2013 NBFTA AGM concerning an arrangement with the Canadian Institute of Forestry (CIF) where NBFTA members would receive annual CIF membership for a group annual fee of \$3,000. The decision to abandon the opportunity was taken largely because of inadequate and inaccurate membership information currently housed in the NBFTA membership database. There was consensus however to continue ongoing collaboration with the CWF.

-  Riley Côté-DeMerchant advised that he had posted a link on the NBFTA website to the forest strategy document released by the province.

7) ELECTION & INSTALLATION OF OFFICERS

-  There were no nominations submitted to the nomination committee prior to the AGM as required in NBFTA Constitution Article 4.
-  **PRESIDENT:** France Roussel reoffered to serve as President. There were no nominations from the floor.
-  **1st VICE-PRESIDENT:** Riley Côté-DeMerchant reoffered to serve as First VP. There were no nominations from the floor.
-  **2nd VICE-PRESIDENT:** Allie DeGrace reoffered to serve as Second VP. There were no nominations from the floor.
-  **SECRETARY:** Blair DeGrace reoffered to serve as Secretary. There were no nominations from the floor.
-  **TREASURER:** Chris Finnamore reoffered to serve as Treasurer. There were no nominations from the floor.
-  **REGIONAL REPRESENTATIVES:**
- **Region 1:** Jonathan DeGrace reoffered to serve as Region 1 Representative. There were no nominations from the floor.
 - **Region 2:** Blair DeGrace nominated John Green for the position of Region 2 Representative, which was accepted by John. There were no additional nominations from the floor.
 - **Region 3:** Paul Gilmore reoffered to serve as Region 3 Representative. There were no nominations from the floor.
 - **Region 4:** Pamela Poitras Hurley reoffered to serve as Region 4 Representative. There were no nominations from the floor.

8) NEW BUSINESS

-  **MCFT DIRECTOR'S REPORT:** MCFT Director Gerry Redmond updated attendees on the following issues relating to the operation and administration of the College:
- Currently served as 13 months as MCFT Director.
 - MCFT currently operating well as a College with adequate funding for current year.
 - Successful student recruitment with 119 applicants in 2014. 63 were accepted for the September 2014 first year class, of which 59 actually registered. 3 foreign students currently registered.
 - Attrition usually high at end of first semester, but 52 were retained for the second semester thanks to orientation initiatives.
 - 32 students currently eligible for graduation in April 2015.
 - Bathurst Campus struggling with enrolment. 8 currently eligible for graduation in April 2015, and 8 in first year class.
 - Administration requested a 2% funding increase, but expect to receive 0%. Funding comes from three sources: Maritime Provinces Higher Education Commission (MPHEC), Student Tuitions, and Continuing Education. College has to pay a share of forestry complex operating cost. Buildings require upkeep. Administration looking for other sources of revenue. Alumni Association and corporate sponsorship currently being looked at. Open for ways and means to stay viable, especially the Bathurst Campus.
 - College needs to be flexible and re-jig things when needed.
 - Kingsclear Lease has yet to be signed but is in the works.
 - Administration staff members Sandra Waddingham and Heather Flynn retired in the first quarter of 2015.
 - Administration undertook means to improve communications with the Board of Governors and with graduates.
 - All NBFTA members invited to stop by and tour College facilities.
 - Potential for development of an Advanced Diploma in Forest Harvesting/Operations.

- Administration looking for opportunities to fill space in the summer season.
- Staff very proud of MCFT's ongoing reputation as #1 Forestry College and #1 Wildlife College in North America.
- Gerry responded to a question from Allie DeGrace that RPF or CFT is not a job requirement for MCFT staff.
- France inquired if the two year program enhanced enrolment at the Bathurst Campus. Gerry responded that initially numbers increased but have since slipped back.
- Chris commented that only one student applied, from the Bathurst Campus, for the \$500.00 NBFTA Scholarship. Gerry commented that it was disappointing that no one from the Fredericton Campus applied and suggested that Student Reps to the NBFTA Executive may create awareness of opportunities for students.

SYLVICON: There was general discussion as to continued NBFTA involvement with Sylvicon. There was general consensus that it was beneficial for the NBFTA to remain involved with Sylvicon.

There was also consensus for the need to closely assess the Association's financial standing before committing to any future financial sponsorship to Sylvicon. Potential for reduced membership revenue resulting from DNR's decision to no longer support dues for regular members may result in a serious cash flow issue.

A motion was passed (Chris Finnamore / Allie DeGrace) committing to active involvement by NBFTA with the Sylvicon organizing Committee.

EXECUTIVE MEETING: President France Roussel advised participants that he would be scheduling an Executive Committee meeting during the second quarter of 2015 to address ongoing challenges relating to membership, CFE, and CFT.

CFT CERTIFICATES: A CFT Certificate was presented by France Roussel to Riley Côté-DeMerchant. A Certificate was to be forwarded by the CFT Committee to Andy Soucy who was not in attendance.

CFE CERTIFICATES: Chris Finnamore informed participants that thirteen CFT's earned a Continuing Forest Education Certificate since the 2014 AGM. Chris presented certificates to Dusty Corey, Allie DeGrace, Patrick Doucet, Chris Finnamore, Blair DeGrace, Fred Harris, and France Roussel. Certificates were to be forwarded to Danny Lapointe, Peter Richie, Sebastien Roy, Craig Smith, Randy Smith, and Matthieu Tucker.

9) NOMINATE AUDITORS FOR 2015 AGM

As the past treasurer, Rebecca Jones was designated to provide an audit of NBFTA financial records prior to the 2016 AGM.

10) SELECT DATE & LOCATION OF 2015 AGM

There was general discussion concerning the timing and location of the 2016 NBFTA AGM. Allie DeGrace stated that the AGM moved away from Sylvicon in the past because a lot of Technicians were still busy with field work and unable to attend. Chris Finnamore said that there was a general feeling from Sylvicon partners and supporters that NBFTA should be an active participant with its AGM scheduled at the event. Duane Simkins expressed that Fredericton would be a more central location. Gerry Redmond informed the group that Continuing Education dorm rooms would be available. Mike Millican questioned how much DNR attendance at Sylvicon to which Chris replied that the same faces seems to be in attendance at Sylvicon and the CWF event. Gerry commented that it may be an advantage to have the AGM on the first day of Sylvicon to avoid having members from leaving after technical sessions ended on the last day.

There was consensus that the 2016 NBFTA would be held in conjunction with Sylvicon, only if the event was to be held in March. If not, then the 2016 NBFTA AGM would remain associated with the CWF Spring Meeting.

11) NOTICE OF MOTION

Chris Finnamore moved conclusion of the 2015 NBFTA AGM at 3:30 PM.

12)CLOSING

President France Roussel thanked members for their attendance and continued support.



**NEW BRUNSWICK FOREST TECHNICIANS ASSOCIATION
ANNUAL GENERAL MEETING AGENDA
April 2nd, 2015**



- 1) OPEN MEETING**
- 2) QUORUM**
- 3) READING & CONFIRMATION OF 2014 AGM MINUTES**
- 4) EXECUTIVE & COMMITTEE REPORTS:**
 - **PRESIDENT**
 - **1ST VP & CERTIFICATION COMMITTEE**
 - **2ND VP & DISCIPLINE COMMITTEE**
 - **SECRETARY**
 - **TREASURER**
 - **AUDITORS' REPORT**
 - **PAST PRESIDENT & ADVISORY**
 - **REGIONAL REPRESENTATIVES**
 - **PUBLIC RELATIONS**
 - **CONTINUING FOREST EDUCATION**
 - **AZIMUTH**
 - **MEMBERSHIP**
 - **MFRS BOARD OF GOVERNORS**
 - **CONSTITUTION COMMITTEE**
 - **TREE HOUSE**
- 5) READING OF CORRESPONDENCE**
- 6) UNFINISHED BUSINESS**
- 7) ELECTION & INSTALLATION OF OFFICERS**
 - **REGIONAL REPRESENTATIVES**
 - **CERTIFICATION COMMITTEE**
 - **SECRETARY**
 - **2ND VICE-PRESIDENT**
 - **1ST VICE-PRESIDENT**
 - **PRESIDENT**
- 8) NEW BUSINESS:**
- 9) NOMINATE AUDITORS FOR 2016 AGM**
- 10) SELECT DATE & LOCATION OF 2016 AGM**
- 11) NOTICE OF MOTION**
- 12) CLOSING**



New Brunswick Forest Technicians Association

Presidents' report 2014

The past year has been a positive one for the NBFTA.

The goal of improving communication with our members was achieved by seeing the revival of our newsletter (The Azimuth). We had three excellent issues of the newsletter distributed to the membership through the regional representatives.

I contributed to each issue of the Azimuth with an article.

An executive meeting was held in Fredericton on May 15th. It was a lengthy but very productive meeting. Our second executive meeting was a teleconference meeting on January 31st

I had an informal meeting with Don Floyd of the NBRPF to explore mutual opportunities.

Contacted Peter Robichaud for possible involvement at upcoming events.

Submitted application for a continuing forestry education certificate.

I want to thank the executive members for supporting and guiding me during the last year.

France Roussel, CFT

NBFTA, President

March 30th, 2015



First-Vice President's Report

**2014 NBFTA Annual General Meeting –
Maritime College of Forest Technology April 2nd
Room Shediac C, Delta Beausejour Hotel, Moncton, NB**

Dear Mr. President, Executive members, fellow NBFTA members and guests, as I was writing this speech once again only hours before this very moment, I was left recalling the achievements we have made over the past year, as well as a few things I could do better.

As First-Vice president I am fortunate to be Chair of the Certification Board which has the role of reviewing CFT applicants. Unfortunately in the 2014 year we had no one write the CFT exam. I believe the 2015 year will be different.

This year I will appointing Chris Spencer and Fred Harris to the Certification Board, however the board requires six certified members so there is still openings if others are interested. Unfortunately no other member of the Executive can set on this board.

On the topic of certified members, in the next few months I will be contacting all those individuals who are late on filing their CFE applications and I will remind them this is the last call and next year those not in good standing will be billed appropriately and the CFT designation will no longer be allowed for use by those members.

I was fortunate in the past year to attend most of the Executive Committee meetings, and also was presented with the opportunity to be on the Sylvicon organizing committee. This committee was made up of a broad range of individuals from within the forest industry and forest academic community of New Brunswick. Sylvicon had good attendance and for the most part was considered a success. We will need to discuss as a group if we would like to continue our involvement with this event.

I want to thank all the executive members for their contribution and guidance over the last year, however, I would like to make special mention to a few in particular. I greatly appreciate the work and commitment Dusty has made to get the Azimuth out on time three times in the past year. This I believe is a major achievement for the NBFTA as a whole. It is good to see the articles by Dusty, France and the one by George with a bit of history. Once again thanks Dusty.

I would also like to thank Chris Finnemore for his maintenance of the database and getting our books in order and working to progress our accounting system. I also want to make special mention to Blair who always seems to have what you're looking for when it comes to digital material for the NBFTA.



On another note, Cheryl Rudderham, President of the Nova Scotia Forest Technicians Association invited myself and a few others to join the NSFTA AGM in Truro, which was held just last week. This is not the first time I have attended one of their meetings and I am always impressed by the attendance and interest of their membership in their business meeting and technical workshops. During this event, Cheryl and others on the Executive Committee did bring to everyone's attention a meeting that was held between a few of their Executive and the Minister of Natural Resources around right-to-practice. The RPF association in Nova Scotia is continuing to pursue this, and it seems as though in Nova Scotia they have the support of the Ministers Office. This will likely affect us in years to come yet again, and I do not envy the position they are currently in.

In 2015 I will continue to work hard for the NBFTA and hopefully fully embrace the work that comes with this position.

This year was a good one, and like I tell my wife Chantal, next year will be even better.

This report is respectfully submitted by:

Riley Côté-DeMerchant
506-471-5342
riley.demerchant@gmail.com

April 2, 2015

NBFTA
New Brunswick
Forest Technician Association



ATFNB
L'Association des
techniciens (iennes) du N.-B.

2nd VP Yearly Report – Allie DeGrace

- As discipline falls under the duties of the 2nd VP, I am pleased to report that there were no disciplinary actions in the last year.
- Commenced work to update the NBFTA tree at MCFT, to be completed by spring 2015
- Communicated with Mike Cunningham from Engage Agro., who again offered to sponsor the prize for technician of the year should a successful candidate be named.
- Participated in executive meetings

Allie DeGrace, 2nd VP, NBFTA



**NBFTA Annual General Meeting
2015 Annual Report
NBFTA Secretary**

The writer accepted the position of NBFTA Secretary at the NBFTA AGM on April 3, 2014. Activities during the past twelve months are as follows:

- Participation at all NBFTA Executive Committee and AGM meetings.
- Distributed meeting minutes to Executive Council, the Azimuth editor, and to the NBFTA Webmaster.
- Submitted 2013 and 2014 NBFTA "Annual Returns" Forms to SNB as a requirement under the NB Companies Act to maintain incorporation as a not for profit organization.
- Maintained a summary of "Action Items" of Executive Committee Members.
- Updated NBFTA Contact Listing and Organizational Chart
- Prepared and maintained an individual action plan.
- Update NBFTA General Information Presentation for communication with targeted groups and individuals.
- Submitted personal CFE renewal application on 2014-11-29.
- Assisted members to maintain their Continuing Forest Education Certificate current.
- Recruited Pamela Poitras-Hurley to take over as Region 4 Representative commencing at the 2014 NBFTA AGM.

Opportunities for 2015 include:

- Consolidate, organize, and maintain NBFTA files up to date.
- Provide information from NBFTA files, as appropriate, to internal or external parties, while respecting confidentiality of individuals and the Association.
- Continue to provide support to, and participate in, the work of the Executive Committee.

This report is respectfully submitted by:

Blair DeGrace

Blair DeGrace
April 2, 2015

New Brunswick Forest Technician Association

2014 Financial Report

Opening balance		\$19,923.25
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Revenues

Interest	\$0.65
Membership dues	\$3,075.00

TOTAL Revenues	\$3,075.65
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Expenses

Atlantic Forestry	\$533.00
Bank fees	\$72.00
Convention or meeting expense	\$483.78
CWF Membership	\$400.00
Printing and Reproduction	\$111.87
Professional Services Fees	\$500.00
Postage and Delivery	\$96.05
Supplies and Materials	\$84.48
Awards	\$831.65
other	\$35.00

TOTAL Expenses	\$3,147.83
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<u>SURPLUS</u>	<u>(\$72.18)</u>
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Bank balance December 31, 2013	<u>\$19,851.07</u>
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Chris Finnamore, CFT
NBFTA, Treasurer
March 29, 2015

Chris Finnamore
Treasurer
New Brunswick Forest Technician's Association
Maritime College of Forest Technology
1350 Regent Street
Fredericton, New Brunswick, Canada
E3C 2G6

March 30, 2015

Dear Chris,

I have reviewed the New Brunswick Forest Technician's Association's financial statement from January 01, 2014 to December 31, 201 and everything is correct and balanced.

Sincerely,

Rebecca Jones

Subject: NBFTA Region 1 Representative Report

- Region 1 report for 2014
- Presented MCFT scholarship to 2nd yr student in Bathurst
- Attended executive meetings via phone
- Worked on updating membership contact list

NBFTA Region 3 Representative report for NBFTA AGM April 2, Moncton

I am sorry to say that I did not accomplish what the Association or I wanted done prior to this meeting. Too many commitments that I was forced to move up the priority ladder.

I did start an email group for those that I am to represent and provide information for but am unsure whether I have all I should have or too many as they may be in another's representative area. I did send out information to the group concerning Sylvicon and got only a few replies back which did not necessarily confirm or negate that I had fostered an appropriate membership for Region 3. I did get 3 returned emails that were stated as not current or not valid.

I did not get very far with completing a work plan or accomplishing any of the items that were to be in it. I was to lead an assessment and recommendation process for the Regional Reps as to the layout for the NBFTA Regions and membership we represent. This did not get done obviously. I do feel that an assessment must be done and I am not sure that following the DNR regional lines is the best means of doing this. Their lines have changed over the years and may very well change again with the changes in government restructuring. I believe that there is still a need for at least 4 representatives and possibly 5 but have not had the opportunity to have proper discussions with the other Regional Reps to this point.

I am a firm believer in the NBFTA and what has been accomplished for and on behalf of Forest Technicians. This is the only avenue Forest Technicians in New Brunswick have to ensure our place as professionals in the field of forestry in New Brunswick. There may not be major issues each year that NBFTA needs to address or be part of the discussions but when they appear, we need a strong and common sense association to tackle these issues and represent the Forest Technicians of New Brunswick in a professional manner as has been very well done from Association beginnings to present.

I leave this with the membership and AGM. NBFTA needs more and younger blood to take their place at bat. I will relinquish my position as Region 3 Representative if someone else wants the opportunity to take this on and would prefer this option. If not, I will remain and try to be a better Rep and accomplish more of what is needed over the next year.

Paul Gilmore

NBFTA

Region 3 Representative



**NBFTA Annual General Meeting
2015 Annual Report
Region 4 Representative – NW New Brunswick**

The writer accepted the position of NBFTA Region 4 Representative at the NBFTA AGM in May, 2014.

Limited activities during the past twelve months are easily summarized as follows:

- Participation at NBFTA Executive Committee meetings.
- Supported the NBFTA Executive with ongoing measures to protect the interests of Technicians/Technologists relative to the ARPFNB's Right to Practice Legislation.
- In the last 3 months I have kept in contact with region 4 members by sending monthly forestry related news.
- Updated the best I could the region 4 members communication information.

Objectives for 2015 include:

- Continue sending monthly forestry news
- Assist the Association Treasurer as required to ensure the membership listing is maintained current and accurate.
- Establish an e-mail distribution listing for Regional Members to communicate information as it becomes available.
- Trying to convince forest technicians to become a member of the NBFTA

This report is respectfully submitted by:

Pamela Hurley Poitras

Pamela Hurley Poitras
March 30, 2015

Continuing Forest Education Committee

In 2014 there were 13 CFE applications received and approved.

The CFE process still remains to be an issue for many Certified members. The Category 1 requirement for 60 hours of structured learning is the stumbling block for most. The CFE program will be compared to the current programs that are in place for the Nova Scotia Forest Technicians Association as well as the program being used by the ARPFNB.

The following Certified members received their Continuing Education Certificates:

Matthew Tucker, Fred Harris, Sebastien Roy, Randi (Tex) Smith, Craig A. Smith, Blair DeGrace, France Roussel, Dusty Corey, Peter Ritchie, Danny LaPointe, Patrick Doucet, Allie DeGrace, and Chris Finnamore.

Respectively Submitted,
Chris Finnamore, CFT
Chair Continuing Education Committee

Membership Report

As of December 31, 2014 the paid membership consisted of 27 Regular members and 33 Certified members.

These numbers only include the members employed by the Dept. Of Natural Resources that are in Region 4 and 1 member from Region 1. The other Regions for the Department did not submit payment for the employees until after January 1st of 2015. The Regional Managers were told that they were not to pay the dues for NBFTA members starting with the 2014 dues and moving forward. The issue seems that this was not communicated to the Regions or to the employees. Starting with the fiscal year 2015-2016, the Department of Natural Resources will only be paying the dues for their employees that are Certified members.

The membership database is currently in pretty good shape with only a few minor pieces of information missing for a few members. The main issue that we seem to have with the database is that members are not informing us of a change in their information.

Respectfully Submitted,
Chris Finnamore, CFT
Treasurer

2015 NBFTA AGM

Annual Report of NBFTA Membership in MCFT Board of Governors

This report summarizes the Maritime College of Forest Technology (MCFT) Board of Governors activities spanning the period from May 2014 to April 2015.

BACKGROUND

The NBFTA'S initial involvement in the MCFT Board of Governors was by invitation to its Annual Meeting on April 23, 1999. A vacancy had been created by the departure of representation from Newfoundland due to a forestry technical program being developed at the College of the North Atlantic. Andrew Clarke represented the NBFTA for the period of 1999 - 2000. The writer has represented the NBFTA from April 2001 to present.

2014-2015 MEMBERS OF THE BOARD

The current MCFT Board of Governors is comprised of:

Mr. Peter Adams *	Barrister & Solicitor, MCFT Board Chairman
Mr. Gerald Holmes *	Stora Enso Port Hawkesbury
Mr. Derek MacFarlane *	Natural Resources Canada
Mr. Jason Thibodeau*	MCFT Board Secretary
Mr. Gerry Redmond*	MCFT Executive Director
Mr. Jeff Sode	Flakeboard Company Limited
Dr. HEA (Eddy) Campbell	UNB President & Vice Chancellor
Mr. Blair DeGrace	NBFTA
Mr. Andrew Fedora	NSFTA
Dr. Van Lantz	UNB Faculty of Forestry & Environmental Management
Mr. Bill Levesque	N.B.D.N.R.
Ms. Kate MacQuarrie	P.E.I. Dept. of Agriculture, Fisheries & Forestry
Mr. Derek Prest	Eacan Lumber Ltd.
Mr. Peter Robichaud	Canadian Woodlands Forum, MCFT Board 2 nd Vice President
Mr. Frank Dunn	N.S. Dept of Natural Resources

* *Executive Committee Members*

MCFT BOARD OF GOVERNORS AND EXECUTIVE COMMITTEE MEETINGS

The MCFT Board of Governors (BOG) Executive Committee met on July 21, 2014 principally to review financial aspects of the operation prior to the annual Board of Governors meeting scheduled for September 18, 2014:

- ✿ Review of accounting, financial and auditing issues with Auditor Ron Sauntry of Shannon & Buffett LLP.
- ✿ Ron reported that the financial audit went smoothly.
- ✿ Participants conducted a detailed review of financial statements.
- ✿ The operation recorded a deficit of \$153,290 year ended April 30, 2014 Vs./ a \$8,415 surplus the previous year. Retirements, lower than planned Continuing Education revenues, and a \$70,000 federal government debt were the main factors that contributed to the deficit.

The MCFT Board of Governors met on September 18, 2014. Issues arising include the following:

- ✿ Improved information flow between MCFT Administration and the BOG including website password protected access and quarterly updates from Director Redmond.
- ✿ Staff to attempt to contact BOG Members from NS & PEI Governments to request more active participation.
- ✿ Organizational Changes:
 - o No immediate faculty retirements pending.
 - o Long-time Assistant to the Executive-Director, Sandra Waddingham retired at the end of January, 2015 after 28 years of service. Sandra's duties with respect to Accounts Receivable and coordination of graduation were absorbed by Loretta Phillips [Administrative Assistant for Continuing Education]. Sandra's registrar duties were absorbed by Jason Thibodeau [College Administrator].
 - o At the end of February, 2015, long-time Receptionist and Administration Assistant to Faculty, Heather Flinn, retired following 26 years of dedicated service to MFRS and MCFT. Heather's duties at reception and faculty administrative assistance were absorbed by Jackie Taker (Financial Support-Accounts Payable).
- ✿ The Audit firm of Shannon & Buffett LLP reported a clean audit up to April 30, 2014. Auditor Ron Sauntry confirmed that MCFT is in a stable financial standing.
- ✿ Sole sources of funding include Tech Student tuitions, CE Tuitions, and ancillary building rental/leasing.
- ✿ 2015-2016 MCFT tuition increased by 3% as directed by Maritime Provinces Higher Education Commission (MPHEC).
- ✿ MCFT requested a 4% increase to the operating grant from MPHEC.
- ✿ All staff members accepted and signed a document confirming suspension, effective April 30, 2014, of the retirement allowance for MCFT employees.
- ✿ A MOU was signed between MCFT and Fundy National Park involving use of the park by second year students for learning and working activities.
- ✿ Kingsclear Woodlot was acquired after a lengthy acquisition process. A survey of the property was completed. Ownership of the property rests with the Province, but principal use is by MCFT under a pre-approved management plan.
- ✿ Fredericton Campus:
 - o 32 forest Technologists graduated in April, 2014.
 - o 59 first year students registered for intake year 2014-2015.
 - o 36 second year students registered for the third semester on September 4, 2014.
 - o Applications strong for the September 2014 intake with 119 in total.
 - o Increase in female enrolment stands at 32%.
 - o Approximately 10 MCFT grads annually take advantage of the articulation agreement with UNB
 - o The retention level for the two year program is at 61%. Initiatives to enhance retention include:
 - First ever orientation day for new students held at the Kingsclear Woodlot including students and staff. Student experienced fire suppression activities, navigation, woodsmen events and a BBQ.
 - Second year students spent a weekend at Mt. Carleton Park.
 - Staff academic advisors were designated for both first and second year students
 - o No plans to increase enrolment which would require additional capital and operating capital.
 - o Another fall camp conducted at Fundy Park. Activities included salmon and bark beetle surveys, and wetlands rehabilitation.
- ✿ Bathurst Campus: Information from the report of MCFT Associate Director Karl Branch is as follows:
 - o Administration looking at relocating the program from its current location to a vacant DNR building next to Region 1 Headquarters in Bathurst.
 - o 8 Forest Technologists graduated on April 17, 2014.
 - o Of 15 applicants for the September 2014-2015 academic year intake, only 9 showed up for enrolment.
 - o 8 Students returned for the second year.

- o MCFT Bathurst signed a Forest Management Plan with the City of Bathurst which created the Daly Point Educational Woodlot.
- o Instructor Serge Doiron left 2014 and was replaced by new hire Paul Robichaud.
- o An Articulation Agreement continues between MCFT Bathurst Campus and University de Moncton.
- ✿ Net income from Continuing Education was below expectations over the previous year (\$151,260 Vs/ \$305,967). A lack of training by DND accounted for a large portion of the shortfall. Academic rentals remain strong. Governments tend to in-source training during times of financial constraint. New courses are continually being considered to replace programs that customers no longer value, or that are lost to competition.
- ✿ Director Redmond informed that policy was to be developed regarding staff use of the media to share personal opinion on sensitive forestry related issues.
- ✿ MCFT Administration is to approach NBFPA to renew membership which had been cancelled.
- ✿ Board Member Peter Robichaud proposed that an advanced diploma in forestry operations be considered.

Closing

MCFT Board Members actively endeavor to improve academic quality, sustain facility operations, and to uphold the core values the College is widely noted for.

This report is intended to serve as a brief summary of activities. Additional information is available by contacting the writer.

Thank you for the privilege of representing our Association at the MCFT Board.

This report is respectfully submitted by:



Blair DeGrace, CFT 009
April 2, 2015

Tel: (506) 356-4100, Ext. 4199
Email: wbd@xplornet.com



NBFTA Annual General Meeting
Correspondence Summary
May 2014 to April 2015

Correspondence of the NBFTA Secretary, and correspondence from other NBFTA Executive Committee Members that has reported to the Secretary is summarized as follows:

<u>Date</u>	<u>Member</u>	<u>Correspondence</u>
• April 2014	Blair DeGrace	SNB correspondence regarding annual Company returns
• 2014 - 2015	Chris Finnamore	Emails with DNR regarding dues invoicing of DNR Members
• March, 2014	France Roussel	Invitation to NSFTA AGM
• January 2015	France Roussel	S. Waddingham confirmation of no applicants for NBFTA Scholarship
• March 2015	France Roussel	L. Phillips regarding NBFTA address and processing of mail
• April 2015	Blair DeGrace	SNB correspondence regarding annual Company returns
• 2014-2015	Executive Members	Numerous emails regarding internal NBFTA business
• Feb 2015	Executive	Correspondence from CIF President Al Stinson offering collaboration between CIF & NBFTA

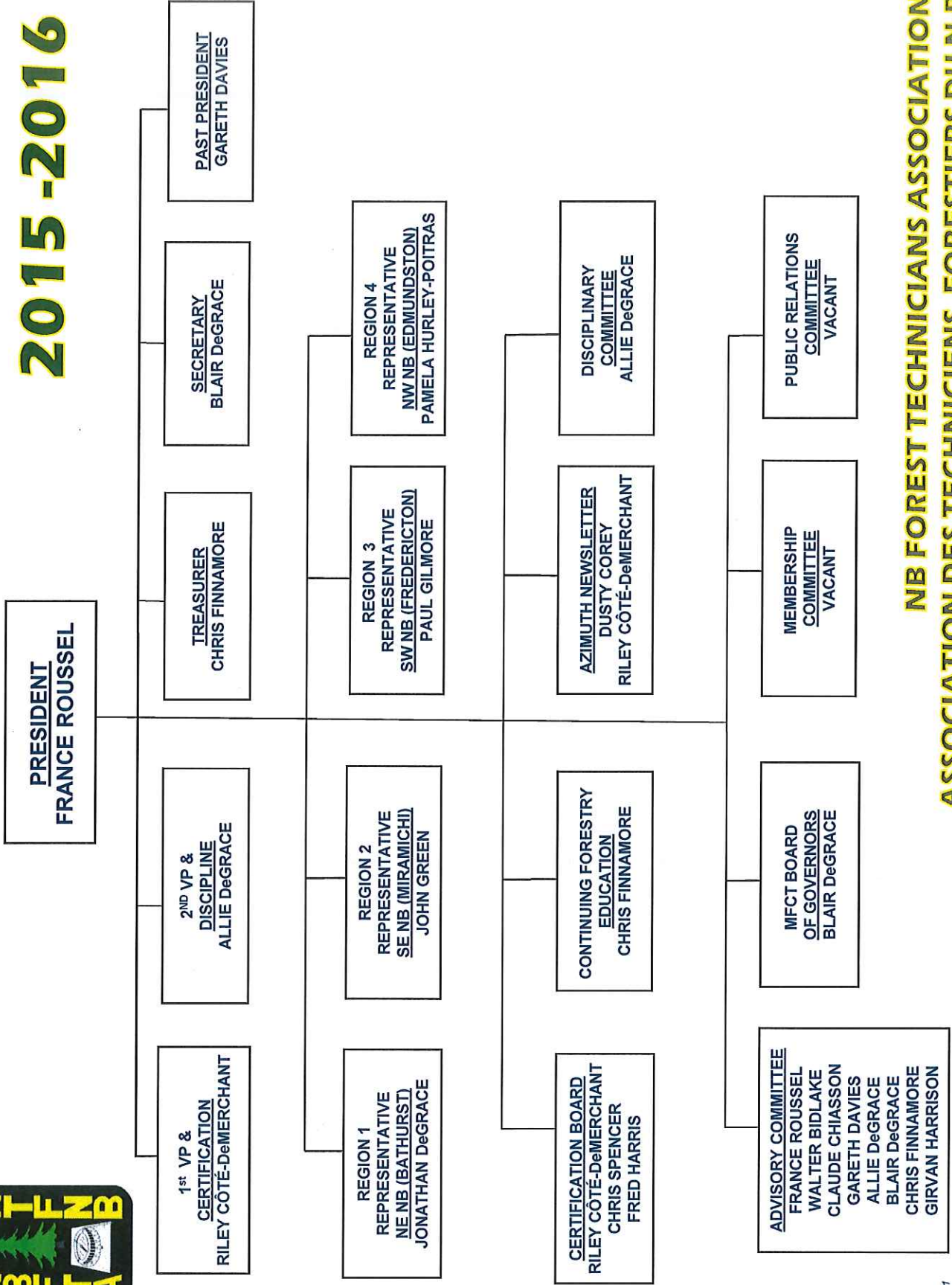
This report is respectfully submitted by:

Blair DeGrace

Blair DeGrace, CFT 009
April 2, 2015



2015-2016







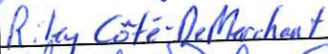





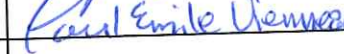


NB FOREST TECHNICIANS ASSOCIATION
ASSOCIATION DES TECHNICIENS FORESTIERS DU N-B

NBFTA AGM

Date: 02-Apr-15

Location: Moncton Delta Beausejour

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