	Procedure Manual Section Committee Procedures	Document No.	
	Document Title Meeting information form	Version 1	Effective date : 17-10-19

Meeting: ACLS Ontario Regional Group Meeting

Date: March 1st, 2018

Time: 7:30h00 to 8h31 EST

Place: Sheraton on the Falls Hotel

Purpose: **Routine Meeting**

Contents: (√)

Distribution: √

Agenda: √


Minutes:

Participants	√	Roles
Bob Halliday		Chairperson
Dominique Fecteau		ACLS Vice President
Cindy Kliaman		Manager Ontario Regional Office
Julia Meldrum Smith		Practice Review Manager
Representatives of ACLS committees		Presenter of Committee Update
ACLS members		

AGENDA


Time	#	Item	Who	Duration
7h30	1.	Opening Remarks and call for secretary	Bob	2 minutes
7h32	2.	Approval of the Agenda	Bob	2
7h34	3.	Approval of Minutes of October 19 th , 2017 meeting	Bob	2
7h36	4.	Ontario Regional Office/SGB Report	Cindy	10
7h46	5.	Practice Review	Julia	10
7h56	6.	Survey Cost	Dominique	5
8h01	7.	CHC-NSC 2018 (www.CHC-NSC2018.ca)	Dominique	5
8h06	8.	Pathways to Foreign Credential Recognition Project (PFCR)	Dominique	5
8h06	9.	Examination Enhancement Project (EEP)	Dominique	5
8h11	10.	Book project	Dominique	5
8h16	11.	Presentations from various committees	CLSs	10
8h26	12.	New Business	Bob	2
8h28	13.	Next meeting (October? Via GoToMeeting))	Bob	2
8h30	14.	Adjournment	Bob	1

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<p>1. Opening Remarks and call for secretary. Meeting opened by Chairperson Bob Halliday. Martha Burchat volunteered to be secretary.</p> <p>2. Approval of Agenda Agenda approved. Moved by Kathryn Sam-Guindon. Seconded by Kent Campbell.</p> <p>3. Approval of Minutes Minutes approved. Moved by Cindy Kliaman. Seconded by Jason Wilband.</p> <p>4. Ontario Regional Office/SGB Report Report presented by Cindy Kliaman, Manager, Ontario Regional Office, SGB.</p> <ul style="list-style-type: none"> • The Toronto office is moving in June to 655 Bay St, 3rd Floor. Contact numbers could change and formal notice will go out. • Presently, all paper files are being scanned as part of government initiative to reduce our footprint. In the meantime, there could be a delay in search times. • E-signatures expire after 1 year so contact Cindy to renew. • Changes are happening with the plan review section as per recent ACLS notice. Cadastral Services East and West are being combined into the Survey Regulation and Standards unit (SRS). Your plans could be reviewed by a person in the Edmonton office or in the Ottawa office. By the end of 2018, all digital plans will be signed in Edmonton (Andrew Brebner) but mylars will be signed in Ottawa. • Provincial Plans should no longer be submitted in mylar. The can be submitted as 'scaled digital drawing' in tif or pdf format so the can be digitally approved, signed and recorded. • Many retirements at SGB so lots of changes. Jean Gagnon is the Surveyor General since last July. Jan Wentzel retired Dec 28th, 2017. Sylvain Lelièvre is his replacement but role is changing due to SRS. • New budget has big impact on FNLM work. Hiawatha, Big Grassy and Chiefs Pointe are on the list. • Flood easement work in the Rainy Lake and Lake of the Woods Area for 30+ reserves will becoming up. <p>5. Report on Practice Review Operations J. Meldrum-Smith reported on practice review operations. Field notes and field checks was the emphasis of her presentation and discussion with the group.</p> <p>6. Survey Cost Study J. Meldrum-Smith presented. She is working on the project with Scott Smith. It is done and is now being tweaked and checked by Council. She explained the scope of the project.</p> <p>7. CHC-NSC 2018 (www.CHC-NSC2018.ca) Presented by Dominique Fecteau, Vice-President, ACLS. This year's meeting is being held in Victoria, BC. 2019 it will be in Nova Scotia and 2020, Mount Tremblant, QC.</p> <p>8. Pathways to Foreign Credential Recognition Project (PFCR) Presented by Dominique Fecteau, Vice-President, ACLS. The program is for foreign trained surveyors and aims to streamline the program and entry in to the profession in Canada.</p> <p>9. Examination Enhancement Project (EEP) Presented by Dominique Fecteau, Vice-President, ACLS. A new examination system is being developed. Marie Rabideau is working on this project as well as PFCR.</p> <p>10. Book project Presented by Dominique Fecteau, Vice-President, ACLS. 80% of the cost is required (200k) before this project is a go. A task force is being set up to work on it.</p>
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11. Presentations from various committees

Several members volunteered from various committees and a request for involvement seemed to be the theme.

12. New Business

Martha Burchat announced that she was handing over the role as Senior Surveyor, Ontario at SGB to Mart Himma. Martha will be working on FNLM full-time as of April 1, 2018.

13. Next Meeting

October 17th, 2018, time to be determined. Go-to-Meeting.

14. Adjournment

Meeting adjourned. Moved by Dave Urso. Seconded by Kevin Smith.

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