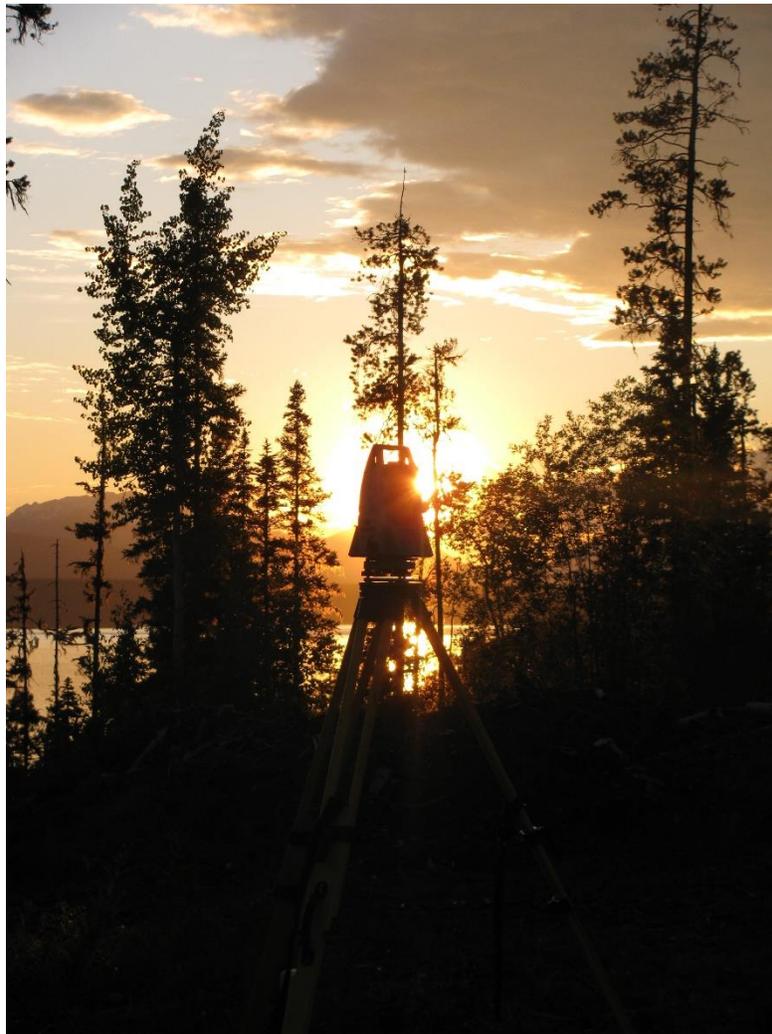




AGM REPORTS 2018



March 6th, 2018

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**ASSOCIATION OF CANADA LANDS SURVEYORS
COUNCIL MEMBERS AND STAFF**

Council Members

- Past President – J. Anne Cole, Sudbury, Ontario
- Vice President - Dominique Fecteau, Mont-Tremblant, Québec
- Third year Councillor - Carl Friesen, Whitehorse, Yukon
- Second year Councillor - Rob Pinkerton, Calgary, Alberta
- First year Councillor - Doug Dodge, Williams Lake, British Columbia
- Public Councillor - Geoffrey Connolly, Cornwall, Prince Edward Island
- Public Councillor - Leona Irons, Curve Lake, Ontario
- Surveyor General - Jean Gagnon, Ottawa, Ontario
- President - Tania Bigstone, Dartmouth, Nova Scotia

Staff Members

- Jean-Claude Tétreault: Executive Director/Registrar/Secretary Treasurer
- Kevin Jones: Assistant to the Executive Director
- Teri McKay: Administrative Assistant
- Amanda Devaney: Communications and Membership Services Administrator
- Julia Meldrum Smith: Practice Review Manager
- Marie Robidoux, Project Manager

ASSOCIATION OF CANADA LANDS SURVEYORS

Thirty-Third Annual General Meeting

February 28th, 2017 at the Delta Hotel in Ottawa, ON

MINUTES

Note: The following is a summary of the various presentations and seminars that took place during the 33rd Annual General Meeting. A copy of the audio recording will be available for all ACLS members to access

1. *Call to order*

Call to order by Tania Bigstone, ACLS President and appointment of Rick Beaumont as Parliamentarian.

2. *Introductions*

Tania Bigstone introduced the current members of Council:

- Past President, Anne Cole, Ontario
- Vice President, Cameron Twa, Northwest Territories
- 3rd Year Councillor, Dominique Fecteau, Quebec
- 2nd Year Councillor, Carl Friesen, Yukon
- 1st Year Councillor, Robert Pinkerton, Alberta
- Public Councillor, Geoffrey Connolly, Prince Edward Island
- New Public Councillor, Leona Irons, Ontario
- Surveyor General, Peter Sullivan, Alberta
- President, Tania Bigstone, Nova Scotia

Tania Bigstone also introduced the current ACLS staff:

- Jean-Claude Tétreault, Executive-Director, Registrar, Secretary-Treasurer
- Kevin Jones, Assistant to the Executive Director and Board of Examiners Administrator
- Amanda Devaney, Communications and Membership Services
- Julia Meldrum Smith, Practice Review Manager
- Teri McKay, Administrative Assistant

Tania Bigstone continued to introduce additional guests representing different associations:

- Ron John, President, Association of British Columbia Land Surveyors
- Fred Cheng, President, Alberta Land Surveyors Association
- Robert King, President, Saskatchewan Land Surveyors Association
- Trisha Christie, Council Member, Association of Manitoba Land Surveyors
- Murray Purcell, President, Association of Ontario Land Surveyors
- Sophie Morin, President, Ordre des arpenteurs géomètres du Québec
- Kevin Brown, President, Association of Nova Scotia Land Surveyors
- David Parkhill, President, Association of New Brunswick Land Surveyors
- Wilson Phillips, Chair, Professional Surveyors Canada
- Derek French, President, Association of Prince Edward Island Land Surveyors
- John Burges, Association of Newfoundland Land Surveyors

- Wilson Philips, President, Professional Surveyors Canada

3. Recognition and tribute to members who have passed away

Members who have passed away were honoured in a special tribute presented during the opening ceremony.

4. Approval of Agenda

MOTION AGM 17-01: MOVED by C. Kliaman, SECONDED by R. Shirastava that the Agenda of the 33rd Annual General Meeting be approved.....**CARRIED.**

5. Approval of minutes of the 32nd Annual General Meeting (2016)

The 2016 AGM Minutes have been distributed. J.C. Tétreault has provided a summary. The dates will be included in the heading of the minutes.

MOTION AGM 17-02: MOVED by M. Burchat, SECONDED by C. Kliaman, that the minutes of the 32nd Annual General Meeting be approved.....**CARRIED.**

6. President's Annual Report

Presented by Tania Bigstone.

T. Bigstone expresses her enthusiasm regarding the high number of attendees for this year's AGM, managing to acquire representatives from each association across Canada.

Alike all AGMs in past years, preparation has been challenging and it is important to recognize the significant amount of planning and prep work that was required to ensure this event be carried out successfully.

T. Bigstone welcomes all members in attendance to this highly anticipated event in Canada's beautiful capital region of Ottawa, ON. A variety of engaging seminars and activities have been organized to truly encompass the excitement and anticipation of the first ever AGM supported by the Association of Canada Lands Surveyors with members of the Association of Ontario Land Surveyors and the Association of Quebec Land Surveyors.

T. Bigstone highlights the ACLS staff and Council's various activities and accomplishments from this past year :

Hydrographic Certification:

The ACLS began implementing and accepting applications for the Hydrographic Certification Program in November 2016. This process required additional work in order to update the existing Hydrographic Surveying exam and improve candidate materials. Currently there are 4 applicants working towards becoming certified hydrographers. Council is currently looking at ways to incorporate and ensure the inclusion of the Hydrographic members into the activities of Council and the Association.

ACLS Website revamp:

There have been several comments from both members and non-members regarding the challenges associated with navigating through the current ACLS website. That being

said, Council has approved the tender to create a new ACLS website. This website is anticipated to be completed by June 2017. A mock-up of the proposed revamped website will be presented later today.

CPD and Geo-Ed

The Association's strategic initiatives are directly linked to continuing professional development and the delivery of educational courses and materials to members as well as sister associations. GeoEd has and will continually evolve to meet the association's changing and expanding needs.

Over the last few years, we have seen the ABCLS integrate its CPD tracking systems with the ACLS's CPD system within GeoEd and we hope to have the AOLS join this process in 2017.

T. Bigstone explains that the combined efforts between the ACLS and sister associations are continually growing and evolving. This AGM is a prime example of the great relationships and co-operation between the various associations across the country. The ACLS is currently working with another association to evaluate the ways in which the ACLS can provide assistance with day-to-day and administrative type activities.

However, while the ACLS is fortunate enough to be able to assist other associations, it is important to remember to look after the vitality of the ACLS. T. Bigstone reminds attendees that J.C. Tétréault will not be with the association forever. That being said, J.C. Tétréault and his staff are working on documenting the ACLS processes to ensure that all of the corporate knowledge is recorded and that the eventual training of a replacement for J.C. Tétréault is much easier with access to this written documentation.

T. Bigstone explains that Anne Cole and J.C. Tétréault have been the primary leaders in promoting and preparing the Foreign Credential Recognition Program application. For those members who may not be familiar with the FCR program, the purpose of this project is to create a standardized process to assess candidates at the OAGQ, AOLS and CBEPS level for those candidates who do not have formalized training.

This project would be a "one stop shop" to assess the competencies of Internationally Trained Professionals and provide them with any additional information they may need, such as a list of courses to be taken if candidates require further training. T. Bigstone updates attendees on the progress of the FCR Project application, stating that the original application was returned in request for further clarification on certain items, as well as reducing the size and funding of the project. Currently an amended application is being prepared and will be re-submitted to ESDC Canada by the end of March 2017.

T. Bigstone introduces the significance of the Survey Cost Study, explaining that the issue initially arose at NSC 2015 in Winnipeg. During a presentation, numerous, unverified statements were brought forward regarding the costs of surveys on Canada Lands suggesting that surveys on Canada Lands are too time consuming and costly.

In attempt to address these unverified statements, the ACLS implemented a working group, where members from NRCan, INAC and ACLS have gathered together to brainstorm how to organize all information that pertains to verifying these statements

related to the process of conducting surveys on Canada Lands. All parties will find this information useful and it will perhaps serve as a tool to communicate and educate individuals on this topic.

Over the course of 1 ½ years, this working group has dedicated its time to the organization of information for this project. Contractor, Julia Meldrum-Smith and her husband Scott, have continually gathered and analyzed data, bringing the association closer to a completed project.

While the preliminary results will be presented and discussed further during Friday's seminar, it is important to note that the working group has managed to identify the key cost drivers for surveys – and will be able to communicate them to clients, colleagues and Government staff. T. Bigstone explains that there are cost drivers that can be shifted or adjusted and there are those that are static. There will be recommendations in which both INAC and NRCan will take back to their respective departments and will further develop ways to improve on processes and policies.

The preliminary report was received on February 22nd, 2017 and the final version will be completed before the end of March 2017.

Survey Capacity Study

T. Bigstone explains that the focus of this study is to address the concerns or statements expressed which indicated the lack of a sufficient number of Canada Lands Surveyors to fulfill all surveying needs.

This study remains in its developmental stage, however, early research indicates few areas that are not in close proximity to a CLS. To assist in the gathering of data for this study, members were asked to provide the association with basic age demographics, however, there was very little participation from membership.

T. Bigstone expresses her gratitude towards the ACLS staff, comprised of J.C. Tétreault, K. Jones, M. Reeve and T. McKay, thanking them for their continuous efforts to keep the association running smoothly.

T. Bigstone continues to thank the members of Council, thanking them for their dedication to the association and the profession.

And last but not least, T. Bigstone expresses her sincerest gratitude to the membership, thanking them for their continuous support.

7. Executive Director/Registrar Report

J.C. Tétreault presents a summary of his report, which was included in the AGM report made available to attendees.

The following key points were addressed regarding the director/registrar report:

- Currently have 597 members and 121 candidates.
- The Board of Examiners is currently reviewing webinars to be presented this year and looking for instructors to present in French.

Annual Meeting Report 2018

- A complaint was received and has been investigated by the complaints committee. It was directed to Council who decided to refer the complaint to the discipline committee. Currently waiting for the discipline hearing.
- GeoEd is growing rapidly, there are over 130 courses, ANSLs is the most recent addition and the association has begun to receive courses from OAGQ as well.
- Currently has 33 licensed members who have not complied with their mandatory CPD.
- Since October, MyCLSS is now allowing for members to file electronically. A tutorial on how to operate this system is available online.
- The ACLS is still offering administrative support for CBEPS.
- The ACLS finance and HR task force has been working hard since the Winnipeg AGM, they have provided recommendations to Council and are acting upon them. Still at work on finding solutions to HR and financial issues.
- The updated design for the new website was presented.

8. *Treasurer's Annual Report (including Auditor's Report)*

J.C. Tétreault presents a summary of the ACLS financial and auditors' report.

MOTION AGM 17-03: MOVED by J. Iles, SECONDED by C.Kliaman that the 2016 financial report be accepted.....**CARRIED.**

MOTION AGM 17-04: MOVED by P. Ringwood, SECONDED by R. Beaumont that L. Macleod Chartered Accountants be approved as auditors for the year 2017...**CARRIED.**

J.C. Tétreault calls K. Akbar to the podium. K. Akbar talks about the Public Awareness Committee, what they do and projects that they take part in. Also mentions that an application has been made to the mayor's office in Ottawa to declare tomorrow (March 1st, 2017) Lands Surveyors Day.

9. *Surveyor General Report*

P. Sullivan presents the Surveyor General's Report.

10. *Committee and Regional Group*

Representatives of each committee have provided a brief overview of their activities in the AGM booklet and questions will be permitted for each.

- ACLS Foundation - Patrick Ringwood
- Board of Examiners - Patrick Ringwood
- Complaints - J.C. Tétreault
- Discipline - Jim Gunn
- Aboriginal Liaison - Joe Iles
- By-Laws & Legislation - J.C. Tétreault
- CPD – Reid Egger
- National Conference- Rick Beaumont
- Offshore Issues - Bruce Calderbank
- Public Awareness - Cindy Kliaman

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- Practice Review - Rob Pinkerton
- Standards of Practice - Calvin Bourassa

11. Regional Group Reports

Representatives of the following Regional Groups have provided a brief overview of their activities in the AGM booklet and questions will be permitted for each.

- North of 60 Regional Group –Cameron Twa
- Yukon Regional Group –Carl Friesen

12. Update on the Practice Review Program

J. Meldrum-Smith presents the Practice Review report.

13. Report from Professional Surveyors Canada

W. Philips presents the PSC's Report.

14. Nominating Committee Report and Election of Officers

Anne Cole presents the committee's report for the 2016-2017 Council. The following names were submitted and elected by acclamation:

For President: Tania Bigstone

For Vice President: Dominic Fecteau

The following individual was elected by the membership vote:

For Councillor: Doug Dodge

15. Transfer of Authority to New Council

T. Bigstone delivers a presentation to the outgoing councillor, Cameron Twa.

T. Bigstone expresses her gratitude to all of the retiring members of council as well as past councillor, Cameron Twa. T. Bigstone assures membership that C. Twa has been a valuable resource to Council over the past year and will be missed in the forthcoming year. On behalf of the membership, T. Bigstone thanks C. Twa and presents him with a certificate in recognition of his years of tireless service to the association.

T. Bigstone salutes all Past Presidents that are in attendance:

Jim Simpson, Gord Campbell, Tim Koepke, Jean-Noel Lechasseur, Bob Allen, Bon Hinchley, Gerard Lachapelle, Bruce Underhill, Ivan Page, Ian Edwards, Gordon Webster, Jeff Robertson, Terry Hauff, Jim Statham, Jim Banks, Patrick Ringwood, Wes Jamieson, Carl Friesen, Hal Janes, Ian Lloyd, Daniel Fortin, Marie Robidoux, Varick Ollerhead, George Schlagintweit, Jeff Fee, Rick Beaumont, Ivan Royan, Estelle Moisan, Gord Stark, Anne Cole.

J.C. Tétreault presents a gift to the current president, T. Bigstone for her recurring role as president.

Introduction of New Councillors by New President

- Past President – J. Anne Cole, Sudbury, Ontario

- Vice president - Dominique Fecteau, Mont-Tremblant, Québec
- Third year Councillor - Carl Friesen, Whitehorse, Yukon
- Second year Councillor - Rob Pinkerton, Calgary, Alberta
- First year Councillor - Doug Dodge, Williams Lake, British Columbia
- Public Councillor - Geoffrey Connolly, Cornwall, Prince Edward Island
- Public Councillor - Leona Irons, Curve Lake, Ontario
- Surveyor General - Peter Sullivan, Edmonton, Alberta
- President - Tania Bigstone, Dartmouth, Nova Scotia

16. Presentation and Discussion of the Year 2017 Budget

J.C. Tétreault presents the 2017 budget spreadsheet.

The following key points were addressed regarding the budget:

- Decrease in the regular members and a substantial increase in licences.
- 4 new hydrographic applications and expecting more.
- There are no numbers related to the conference, budget for the conference is a separate budget, and expect to be revenue neutral.
- Expected more from survey related revenue.
- Expecting more activity from Distance Learning program.
- Substantial increase in Administration, expected to hire a new staff member mid-year.
- Significant increase in examiner's fees.
- New website will be created this year.
- Practice review is essentially the same as 2016.
- Significant expenses expected for the upcoming discipline hearing.
- Beginning to put funds aside for Executive Director replacement.

17. Amendments to the Association of Canada Lands Surveyors General Bylaws

J.C. Tétreault presents the proposed bylaw amendments.

- Proposed amendment 2017-1 concerns the association committees defined in part 10 of the By-laws.
- Proposed amendment 2017-2 concerns the provisions for obtaining a licence; the mandatory requirements for continuing professional development; and a move of section 11.4 into Part 9 of the By-laws,
- Proposed amendment 2017-3 concerns sections 11.1 to 11.3 inclusive and the need for separate Parts 11 and 12 of the By-laws.
- Proposed amendment 2017-4 concerns proposed fee changes.
 - Geoff Connelly presented comments from the Finance and HR TF regarding the workload and roles that Jean-Claude Tétreault carries and to prepare for the transition of his replacement. Support needs to be increased and the need for an additional person on the ACLS staff has been identified, to accomplish this, additional revenue has to be generated through fees.

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18. New Business

No New business.

19. Date and Place of Next AGM

The Fairmont Empress Hotel, Victoria, BC on March 26 to 29, 2018. This Conference will be in collaboration with the Canadian Hydrographic Association.

J.C. Tétreault asks members to volunteer to join the organizing committee to represent the ACLS. Patrick Beaumont and Rick Beaumont have offered their assistance.

20. Final Comments

T. Bigstone thanks the guests and delegates for their attendance and the Conference Committee for their hard work.

J.C. Tétreault thanks all sponsors and exhibitors for their participation.

21. Adjournment

MOTION AGM 17-05: MOVED by M. Robidoux and SECONDED by K. Campbell that it be resolved that the 33rd Annual General Meeting of Association of Canada Lands Surveyors is adjourned**CARRIED.**

August 8th, 2017

Jean-Claude Tétreault
Secretary Treasurer

EXECUTIVE DIRECTOR/REGISTRAR'S REPORT

Registrar's Report

On December 31st the statistics were as follows:

<u>Membership:</u>	2017	2016	2015	2014	2013
Regular:	414	439	458	486	506
Retired:	79	85	81	78	76
Associate:	5	6	4	4	5
Student:	69	58	59	48	45
Honorary Life:	9	7	6	6	7
Honorary:	1	1	1	1	1

<u>New Candidates:</u>	27	24	29	23	17
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<u>Candidates:</u>	117	121	130	106	118
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Licences and Permits:

Licences:	327	346	363	374	391
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Permits:	157	167	171	175	181
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Hydrographic Surveyors

Certified	2	0	0	0	0
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Applicants	3	0	0	0	0
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The ACLS had to deal with two complaints in 2017. Complaints Case 16-01 was closed last summer with a decision of the ACLS Discipline Committee delivered on June 23rd, 2017. The member in question, who is in private practice, was found guilty of professional misconduct and was ordered the following penalties:

- suspended licence to practice for a period of two months
- pay half of the cost of the investigation and discipline hearing
- take all required steps to fix any remaining problems with the survey that raised the complaint
- take courses in quality assurance.

The firm that employs the member, was directed to:

- pay a penalty of \$5,000
- take all required steps to fix any remaining problems with the said survey
- pay the remaining half of the cost of the investigation and discipline hearing.

The other complaint against another member in private practice was dismissed lacking any evidence of incompetence or professional misconduct following an investigation by the ACLS Complaints Committee.

Executive Director's Report

The ACLS Staff

Our Communications and Members' Service officer welcome a new member of her family. Martha Reeve is a proud mother of a little baby girl called Rose who is in great health. In April we did hire Mathieu Desjardins in a temporary basis to replace Martha. Unfortunately that did not work out, so we replaced him by Amanda Devaney. Martha recently gave notice that she will not return to work for the ACLS.

GeoEd Distance Learning Portal

Recognizing the geographically diverse nature of surveyors across Canada, the ACLS is enhancing the delivery of continuing professional development through distance learning initiatives. This includes courses offered through partnership with sister associations, academic institutions, government, and private companies and all available through the GeoEd portal.

The GeoEd portal is currently being filled by on-line courses on a variety of topics that are available at a click of the mouse. At this time there are over 130 courses available on GeoEd, These courses include live, interactive webinars but most courses are fully self-study with recorded video and other digital materials. Surveyors are able to sign up for any course and complete it at their leisure.

GeoEd is well on its way to becoming the tool that surveyors across Canada will use to make educational opportunities as easy and accessible as possible. Please visit GeoEd at: www.geoed.ca .

The Canadian Hydrographer Certification Program:

The ACLS has developed a certification model for hydrographers and offshore surveyors which has been officially recognized by the IHO/FIG/ICA International Board of Standards and Competence for Hydrographic Surveyors and Nautical Cartographers (IBSC) in April of 2016. Currently, 2 people have been awarded Certified Hydrographer Level 1 status. The ACLS program is the second internationally recognized scheme in the world.

Act Amendments:

Proposed amendments to the Canada Lands Surveyors Act and the Regulations were initiated in 2012.

The main topics addressed in the proposed amendments were:

- (a) the complaints and discipline processes of the Association;
- (b) federal labour mobility compliance (the Association is required to accept surveyors with provincial commissions for membership); and
- (c) the practices adopted by the Board of Examiners to bring its practices in line with other surveyor associations in Canada

On 3 June 2016, all Association members were invited to comment on the proposed amendments. In early August 2016, Council approved the package to be sent to the Natural Resources Minister. The package included a letter to the Minister, an explanation of all the proposed amendments and a draft Act amending the Canada Lands Surveyors Act. The package was sent to the Minister on November 2, 2016.

Amendments to the Regulations (and By-laws) concerning the same issues as the proposed amendments to the Act were completed simultaneously with the proposed amendments to the Act. They are now on hold pending approval of the proposed amendments to the Act.

Canadian Board of Examiners for Professional Surveyors (CBEPS):

The ACLS continues to provide the administration and registrar services for the Canadian Board of Examiners for Professional Surveyors. The ACLS has a strong core competency in the fields of candidate management and examinations and wants to continue to make these resources available to the whole surveying community.

Pathways to Credential Recognition of Foreign Trained Land Surveyors:

Canadian professional land surveyors are made up of 11 self-regulated professional land surveying associations across Canada, each with its own legislation and legal responsibilities. As a result, there is currently a variety of processes to assess the competence of Internationally Trained Professionals (ITPs) but no Canadian central point of contact for ITPs to obtain information and apply for credential recognition as a professional land surveyor in Canada.

The ACLS was successful in obtaining funding from Employment and Social Development Canada through the "Foreign Credential Program" and is currently at the environmental scan phase. The project is expected to be completed in the spring of 2019. The proposed project will not only investigate these matters, it will present the surveying associations with the best-case scenario for a decision which could then be implemented through a Web portal designed for foreign professionals that will provide information on the surveying profession in Canada and a roadmap for credential recognition in the various Canadian jurisdictions. It will provide all the tools required for foreign professionals to perform a self-assessment of their own credentials and what is missing and how to fill the gaps to become certified as a professional land surveyor.

At the same time, the process will provide a single point of contact for all foreign professionals wishing to enter the surveying profession in Canada which is not available at this time. Also the ability of the foreign professionals to start the process from their home country will provide them with more certainty about the process before immigrating to Canada. There will also be real possibilities that an Internationally Trained Professional may arrive in Canada with many requirements completed which may assist them in contributing to Canadian society in a shorter time.

This project is funded by the Government of Canada's Foreign Credential Recognition Program.

ACLS Examination Enhancement Project: EEP

The ACLS has recently started a project dedicated to improving the quality of efficiency of its current examination system.

There are three objectives in achieving a more efficient examination system through the ACLS Examination Enhancement Project (EEP). These objectives are as follows:

- To provide a mechanism to allow candidates to prepare and succeed in writing the necessary examinations into four modules covering each required subject
- To update study material and fill in the gaps in the French material
- To eliminate the biannual face-to-face sitting of the examinations for candidates who do not hold a provincial surveying commission and provide greater flexibility to this entire candidate stream.

This project is expected to be completed in the Spring of 2019. ACLS's EEP has the opportunity to benefit not only stakeholders but the nation as a whole. Once implemented, ACLS members will have the ability to provide an enhanced quality of service to their clients and acquire increased comprehension of the level of need for services on Canada Lands and private lands in the Territories. In addition, this project has the capacity to increase the number of Canada Lands Surveyors available to provide survey services on Canada Lands and private lands in the Territories, which is a significant benefit to the nation over time.

ACLS Finance and HR Task Force

In line with a few initiatives of the Strategic Plan, the ACLS struck a task force. The mandate of the task force is to make recommendations to the ACLS Council in respect to the following strategic initiatives:

- Adopt strong financial processes to mitigate the impact of declining & volatile revenue stream(s)
- Establish an ACLS Human Resources plan that includes focus on the impact of the current ACLS workload

The task force did present some recommendations to Council and some have been acted upon. Actions so far:

- Proposed guidelines for management of the ACLS reserve funds have been implemented.
- Since the present ACLS office space is too small to house a new staff person and that the CIG space, which is an immediate neighbour to ACLS, became vacant in November, the ACLS took it over.
- The ACLS will continue to provide administrative support CBEPS.
- The ACLS will continue to maintain and improve the services provided by GeoEd.

Following our offer to provide some administrative support to the Association of New Brunswick Land Surveyors, which was rejected, the Association of Prince Edward Island Land Surveyors asked the ACLS to provide a proposal to help them out. The proposal was also rejected.

Annual Meeting Report 2018

The Task Force is presently focused on staffing. The ACLS did include in the 2017 budget to hire a new staff person last September. The challenge at this time has been defining the roles and responsibilities of this new position. A decision should have been made by the time of the upcoming ACLS Annual General Meeting.

January 19th, 2018

Jean-Claude Tétreault, CLS, a-g. (ret.), MBA
Executive Director and Registrar

**COMPLAINTS COMMITTEE
ASSOCIATION OF CANADA LANDS SURVEYORS
REPORT FOR YEAR 2017**

Mandate: The Canada Lands Surveyors Act requires that a Complaints Committee shall consider all complaints in writing that have been received by the Association regarding the conduct or actions of any Member or Permit Holder of the Association. The Complaints Committee's role is to investigate each written complaint for the possibility of incompetence or professional misconduct, and make a recommendation to Council.

Members: For the year 2017, the members of the Complaints Committee were:

- William Edgerton, Chairperson
- Geoffrey Connolly, Appointed by Minister
- Dominique Fecteau (Council member)
- David McArthur
- Alain Sansoucy
- Ian Lloyd
- Rick Beaumont

Recording Secretary – Jean-Claude Tétreault, CLS, P.Eng, MBA,
Ottawa, ON

Activities:

In 2017 the committee dealt with ONE complaint. The complaint was centered around various provisions of the Placer Mining Act. The committee deemed that a comprehensive investigation was warranted and an independent investigator was engaged to review the allegations in detail, and report back to the committee. Ultimately it was recommended that the complaint be dismissed.

Submitted by,

William L. Edgerton, CLS, ALS, (retired)

BY-LAWS AND LEGISLATION COMMITTEE

Members

Alistair M. MacLeod, CLS, OLS (Ret.), (Chair), retired, Ottawa, Ontario
Robert Pinkerton, CLS, ALS, BCLS, SLS, P. Eng., (Council Liaison from 5 December, 2017) Calgary, Alberta
Jean-Claude Tétreault, CLS, a.-g., P. Eng., MBA, Executive Director, (Council Liaison to 4 December, 2017), Ottawa, Ontario
James S. Simpson, CLS, OLS (Ret.), retired, Ottawa, Ontario
David S. Urso, CLS, OLS, Yellowknife, Northwest Territories
Stewart E. MacPhee, CLS, NSLS, Antigonish, Nova Scotia
David Rochette, CLS, a.-g., Iqaluit, Nunavut
Alain Jacob, CLS, a.-g., Ottawa, Ontario.

On 5 December, 2017 the committee received a new Council Liaison, R. Pinkerton, to help relieve J-C. Tétreault's workload. J-C. Tétreault remains a member of the committee.

Meetings

In 2017 the committee met by teleconference on 11 occasions: 12 and 24 Jan., 15 Mar., 26 Apr., 29 May, 20 June, 19 July, 25 Sep., 17 Oct., 9 Nov., and 5 December.

Activities

There were two major activities of the committee in 2017:

1. Preparation of proposed amendments to the Act.
2. Amendments to the By-laws (for the 2017 and 2018 annual general meetings).

1. Amendments to the Act (and Regulations)

Proposed amendments to the *Canada Lands Surveyors Act* and the Regulations were initiated in 2012 to address the following topics:

- (a) the Association's complaints and discipline processes (modernization);
- (b) federal labour mobility compliance (movement of surveyors among jurisdictions);
- (c) practices of the Board of Examiners (alignment with provincial practices); and
- (d) the definition of "Canada Lands Surveyor" (in the future, to be a Canada Lands Surveyor, a person will require a commission granted by the Association and membership in the Association).

On 4 November, 2016 a package of documents concerning the proposed amendments to the Act was sent to the Minister of Natural Resources, Canada. The package included a letter to the Minister, a draft Act amending the Act, and an explanation of all the proposed amendments. On 8 December, 2016 the Association was informed that the package had been received and that the Surveyor General Branch (SGB) had formed a group to study the proposals. The Minister acknowledged receipt of the proposed amendments on 31 January, 2017.

Although the SGB (representing the government) requested a meeting in July to discuss the proposed amendments, because of conflicting schedules and summer vacations, the first meeting with the Association was on 20 September, 2017. Representing the Association were: J-C. Tetreault and A. MacLeod; representing the SGB were J. M'Bala and Surveyor General J. Gagnon. At this meeting the SGB presented the Association with a table based on the proposed amendments and the explanation of the proposals provided by the Association. The Association was asked to complete the table by identifying issues

to be resolved by each amendment as well expected outcomes and provincial practices. The Surveyor General asked the Association to review the entire Act to identify additional issues and provisions that could be removed. The objective of this request was to ensure that the Act would not require additional amendments in the near future.

At a second meeting on 28 September, the Association returned the table presented at the first meeting more or less complete except for provincial references. In response to the Surveyor General's request, it also presented a partially completed new table that identified every subsection of the Act (including the proposed amendments) with a justification for why it should remain or be in the Act. The table included proposed additional amendments. The SGB representative (J. M'Bala) accepted the work that had been done. The Association asked how far the government was willing to go with amending the Act because the Association had restricted the initial proposed amendments to certain topics even though it was aware of other issues with the Act. The Association was invited to make additional proposals.

A third meeting took place on 28 November with the same representatives. The two tables mentioned previously (completed by the Association and submitted in early November) were reviewed. The need for comparisons with provincial legislation was discussed as were the Association's proposals for additional amendments. At a meeting on 20 December the SGB added a representative (M. Gingras). There was a review of what had been done to date; a review of the two tables; a more detailed discussion of additional amendments including proposed amendments to the *Canada Lands Surveys Act*; and an examination (by provision) of the proposed Act based on the justification table prepared by the Association. About 25% of the provisions were examined. The next meeting is scheduled for 17 January, 2018. Legal counsel has not been involved in the meetings yet.

The present target is to complete this round of discussions (including legal counsel involvement) with the SGB by June or, at the latest, September, 2018. After approval of the proposals by the Council (and agreement between the Association and the SGB) there will probably be a new submission to the Minister. That submission would be used by the SGB with the Department of Justice legislative drafters.

Proposed amendments to the Regulations are on hold pending approval of the proposed amendments to the Act. However, they are being updated to match proposals for the Act.

2a. By-laws amendments (presented at the 2017 annual general meeting)

Four proposed amendments to the By-laws were presented at the 2017 annual general meeting:

2017-01: re Part 10 (Committees) (and 11 (Fees, Dues, Levies)) to better identify and authorize committees that have regulatory responsibilities, and to standardize the description of all committee operations (with the amendments described in 02 and 03 below, the current content of Part 11 is moved to Parts 9 or 12, and Regional Group provisions are moved from Part 10 into a new Part 11);

2017-02: re Part 9 (Licenses) to move licensing provisions from Part 11 into Part 9, and to better define continuing professional development and licensing provisions;

2017-03: re Part 12 (Levies and Fees) to move dues and fees provisions from Part 11 into Part 12; and

2017-04: re Part 12 for fee changes to prepare for the retirement of the Executive Director.

At the meeting suggestions were made concerning the continuing professional development requirements presented in 2017-02 and there was a discussion of preparations

for the retirement of the Executive Director (2017-04). (A suggestion concerning Part 5 (Financial Matters) was addressed in the proposed amendments for the 2018 annual general meeting.) After the meeting this committee revised proposed amendments 2017-02 and 04. Council decided not to make any changes to 2017-02 but revised 2017-04 again. The proposals were submitted to vote by members and were subsequently approved. They came into effect on 1 August, 2017 and 1 January, 2018 (dues and fees).

2b. By-laws amendments (for presentation at the 2018 annual general meeting)

As part of its on-going review of the By-laws, the committee prepared the following proposed amendments for presentation at the 2018 annual general meeting:

- 2018-01: re Part 2 (Name, Languages, Head Office, Seal), re-organization of Association features into Part 2, re-naming the Part, seals, a move of section 5.9 into Part 2;
- 2018-02: re Part 3 (Officers of the Association), terms of office, succession, consequential amendments to Part 4 (Council);
- 2018-03: re Part 5 (Financial Matters), re-organization, budgets, language;
- 2018-04: re Part 8 (Membership), criteria for registering members; and
- 2018-05: re Part 9 (Licences), licensed member's seal, a move of subsection 2.4(2) into Part 9.

Council proposed another amendment (2018-06) re Part 12 (Dues, Fees and Levies) to address concerns about the fee collected by the Association for membership in *Professional Surveyors Canada*. After consideration by this committee, it was suggested that the current provision provided Council with the authority to do what it wished to do with the fee. The proposal was withdrawn.

After consideration, Council directed that proposed amendments 2018-03, 04 and 05 be postponed to a later date; 2018-01 was initially approved and then put under additional review; and 2018-02 was placed on hold pending review of issues that Council had with one provision. As a result of the postponement of 2018-05, certain provisions of that proposal were moved to 2018-01 as a consequential amendment in order to maintain the integrity of the By-laws.

As of 10 January, 2018, the following proposed amendments are still under consideration for presentation at the 2018 annual general meeting:

- 2018-1: re Part 2 (Name, Languages, Head Office, Seal), re-organization of Association features into Part 2, re-naming the Part, seals, a move of section 5.9 into Part 2, consequential amendments to Part 5 (Financial Matters) and Part 9 (Licenses); and
- 2018-2: re Part 3 (Officers of the Association), terms of office, succession, consequential amendments to Part 4 (Council) and Part 13 (Miscellaneous Matters).

Council finally decided that more work was required on the 2018 amendments, so postponed presentation to the membership to a future AGM.

Plans for 2018-2019

- 1) Respond to government concerns with proposed amendments to the Act.
- 2) Proceed with amendments to the Regulations, once approval of the proposed amendments to the Act has been received.
- 3) Review of the By-laws and the preparation of amendment proposals (possibly including amendments that may be required by the proposed amendments to the Act and Regulations).

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- 4) Review of “not-for-profit” corporate by-law requirements to ensure that there is compliance through provisions in the Act, Regulations and the Association’s By-laws.
- 5) Respond to requests from Council.

A. M. MacLeod, 10 January, 2018.
Chair, By-laws & Legislation Committee

NATIONAL CONFERENCE COMMITTEE

Members:

Rick Beaumont, Co-Chair
Andrew Brebner, Co-Chair
Brandon MacDonald, PSC Liaison
Dominique Fecteau
Cindy Kliaman
Marie Robidoux
JC Tetreault, ACLS Executive Director

Activities:

In 2017 the National Conference Committee met 3 times over the course of the year. Meetings included dealing with themes, some session details and related website and communication issues for the 2018 Edmonton conference/AGM including post event discussions.

Some discussions were had on the results of the jointly hosted 2017 Ottawa event. We dealt with decisions for and are looking forward to the 2018 conference to be jointly hosted with the CHA and in Victoria. All is on track.

We would like to thank the members for their continued service on this committee during the reporting period as well as JC, Martha, Mathieu and Amanda for their major contribution of time and effort on behalf of the ACLS to this committee.

Respectfully submitted,

Rick Beaumont & Andrew Brebner
Co-Chairs

CANADIAN HYDROGRAPHER CERTIFICATION PANEL

The CHCP continued to develop in 2017. Two (2) individuals were recognized as Level 1 Certified Hydrographers and others are coming forward from Canada and overseas to become recognized.

Members

As of the end of 2017, the CHCP had eleven (11) members representing government, industry and academia who were as follows:

- Bruce Calderbank, Chair, Hydrographic Survey Consultants Intl. Ltd., Calgary, AB
- Louis Maltais, Canadian Hydrographic Service, PQ (representing the CHS Director General)
- Jonathan Beaudoin, QPS BV, Fredericton, NB
- Ian Church, Ocean Mapping Group, University of New Brunswick, Fredericton, NB
- David Dodd, Marine Sciences, University of Gothenburg, Sweden
- Julian Goodyear, Memorial University, St. John's, NL
- Robert Lyall, Lyall Surveys, Victoria, BC
- Dave Matthews, Public Services and Procurement Canada, Moncton, NB
- Derrick Peyton, IIC Technologies, NS
- Andre Roy, Memorial University, St. John's, NL
- Jean Claude Tétreault, ACLS Executive Director, Ottawa, ON

Meetings

A total of five (5) GoToMeeting conference calls were held respectively on 09 February, 13 April, 21 June, 27 September and 13 December to discuss CHCP operations, review candidate information and improve documentation.

CBEPS Subjects C12 and E2

The Canadian Board of Examiners for Professional Surveyors (CBEPS) revised core syllabus item C12 Hydrographic Surveying and the new elective syllabus item E2 Advanced Hydrographic Surveying were approved by all provincial land surveyor associations in early 2017.

CHCP Processes, Forms and Instructions

Various forms and instructions related to the CHCP are now posted on the ACLS website and updated as required, as lessons are learned and new information is provided by candidates.

Certified Hydrographers

List of Current Certified Professionals in Hydrographic Surveying

Surname	Firstname	Date of Certification	Level	Employment Type	Contact	Country
Babineau	Sylvain	11 August 2017	1	Commercial	sylvain.babineau@groupeocean.com	Canada
Calderbank	Bruce	5 October 2017	1	Commercial	bruce_calderbank@nucleus.com	Canada

Bruce Calderbank, FRICS, CLS, CH, P. Eng.
Canadian Hydrographer Certification Panel Chair

OFFSHORE INFRASTRUCTURE SURVEYS- TASK FORCE

The Offshore Infrastructure Surveys – Task Force (OIS-TF) was struck to examine the current legislation with respect to offshore infrastructure being used by the provinces and overseas specifically with respect to offshore pipelines, flowlines, umbilicals, subsea structures, and communication and power cables. After some initial research, the Task Force realized that further detailed research was needed to establish a proper Terms of Reference. A draft report will be presented at CHC 2018.

The members of the Task Force were as follows:

- Bruce Calderbank, Chair, Hydrographic Survey Consultants Intl. Ltd, Calgary, AB
- Andrew Leyzack, Acting Manager Operations, Canadian Hydrographic Service, ON
- James Banks, Senior Surveyor, Atlantic Regional Office, Surveyor General Branch, Natural Resources Canada
- Brian Ballantyne, Surveyor General Branch, Natural Resources Canada, AB
- Shelly Leighton, School of Ocean Technology, Fisheries and Marine Institute of Memorial University, NL

A total of three (3) GoToMeeting conference calls were held respectively on 08 June, 28 September and 24 November 2017 to review the research to date and discuss the results.

The information in the report will help populated the Marine Spatial Data Infrastructure (MSDI) as well as inform practitioners and users of Canada's offshore about the complex nature of that space. The need for proper surveys, irrespective of whether Crown real property rights are involved, are paramount to ensuring the success and proper operation of offshore operations. Whenever possible a qualified Canada Lands Surveyor should be involved in such work, and hopefully onsite during any offshore surveys to ensure the necessary and correct observations are made and to help ensure the proper installation of any offshore pipelines, flowlines, umbilicals, subsea structures, and communication and power cables.

Once the report has been completed it will be forwarded to the ACLS Offshore Committee for review. The report will be used to generate various recommendations for the better governance of the offshore via the ACLS Offshore Committee which will be forwarded the ACLS Council for approval and then sent onto the Surveyor General for review and action.

DISCIPLINE COMMITTEE ANNUAL REPORT

A complaint was referred to the discipline committee in late 2016. A five member panel of discipline committee members was formed to deal with the matter. Thanks to the cooperation of all parties the hearing took place by teleconference. The panel found the member guilty as charged and levied a combination of fines, costs and suspension against the member and his employer.

No new files have been referred to the committee in 2017.

Jim Gunn,
Chairman

STANDARDS OF PRACTICE COMMITTEE

Mandate:

To provide clear, effective and up to date standards for the ACLS membership by identifying issues that require general and technical standards of practice, by maintaining and updating the ACLS Practice Manual, by promoting the use of the Practice Manual by the membership, and by liaising with the Surveyor General Branch on matters relating to standards and the General Instructions for the Survey of Canada Lands.

Members:

Calvin Bourassa
Carl Friesen (Council Liaison)
Julia Meldrum-Smith (Survey Review)
Jim Gunn
Carlo Monette
Cameron Twa
Glen Lamerton
Amanda Devaney (ACLS Staff/Secretary)

Activities:

Your Standards of Practice Committee met six times over the past year, utilizing the Go To Meeting software. The Committee continued its work reviewing and updating the Practice Manual.

The Committee worked on the following items throughout the year:

- Updated Section on Digital Signature use and appearance
- Formed a working group to review a proposed amendment to the National Standards
- Reviewed practices of CLS and other jurisdictions when surveying on jurisdictional boundaries
- Submitted proposal to Council that an overhaul of the Practice Manual be considered.
- Discussed what constitutes an independent check while surveying with GPS

Respectfully submitted,

Calvin Bourassa, Chair

PRACTICE REVIEW COMMITTEE

Members:

Ryan Schuler, Chair
Robert Pinkerton, Council Liaison
Julia Meldrum-Smith, Practice Review Manager
Martha Burchat
Gordon Gamble

Committee Activities:

Meetings

The Practice Review Committee met seven times in 2017. All meetings were held via GoToMeeting / telephone.

Cycle Update

This year, the Practice Review Manager examined 29 survey projects located in Ontario and Quebec. Surveys in Alberta and British Columbia are scheduled to be reviewed in 2018, as well as projects in Saskatchewan, Manitoba, and the Territories toward the end of 2018.

The practice review manager has prepared some informational material for new CLS's, and has discussed creating a best-practices document regarding some common areas of deficiency.

Field Reviews

Field reviews were completed this year in Manitoba. A common theme to surveyor feedback appears to be the validity of an 'independent check' of found or placed monuments. Julia is working on a best-practices document in cooperation with the Standards Committee, and provincial practice review managers.

Feedback Questionnaires

The responses from the feedback questionnaires continue to indicate very strong support for the operation of the practice review department.

MYCLSS/Electronic Plan Checklist

The Surveyor General's department continues to restrict its plan reviews to critical issues only. It is the sole responsibility of the surveyor to ensure that a plan complies with the General Instructions in all other respects.

Committee membership changes

Ryan Schuler is now chairing the committee. As of November 30, 2017, Rob Pinkerton announced his departure from the committee as Council Liaison and will be replaced by Dominique Fecteau in 2018.

Respectfully submitted,

Ryan Schuler
Chair

PUBLIC AWARENESS COMMITTEE

Members

Cindy Kliaman – Chair since April 2015	Robert Pinkerton – Council Liaison from April
Benson Agi	Leslie Smith
Brian Ball	Adam Stephen
Dominique Fecteau - Council Liaison until March	Martha Reeve – secretary & support until July
Akbar Karsan – previous Chair	Mathieu Desjardins – interim secretary & support
	Amanda Devaney – secretary & support from September

Mission

The ACLS PAC will perform public awareness activities in order to:

- Make the public aware of the value of CLS's in society by promoting the socio-economic value of the land tenure system as a whole;
- Enhance the public image of the profession;
- Attract new people to the profession;
- Promote the profession to schools and young people, in particular aboriginal people.

Accomplishments

The committee held 8 meetings in 2017. All our initiatives were aligned with the Terms of Reference approved by ACLS Council.

- *Surveyors Day* – PAC was instrumental in having March 1st 2017 declared Land Surveyors Day!
- *Promoting the David Thompson Awards* – added a panel to the ACLS booth that can be used stand-alone;
- *Marketing* – attend & contribute to AOLS Marketing Analysis meeting;
- *150th Anniversary of Canadian Confederation initiative*
 - PAC was disappointed in the uptake by other organizations to assist with upkeep of monuments fronting federal buildings placed in 1967; NWT & NT interested in adding monuments.
- *FAQ, Definitions & Acronyms* – these documents were submitted to Council for uploading to the website;
- *Surveyor in a Crate* – SLSA delivered two of the four Crates ordered by the Aboriginal Liaison Committee in 2010. PAC ensures these Crates, to create awareness of the Profession, are circulated to secondary schools on First Nation lands. They are currently in Northwest Territories and Yukon Territory;
- *University social functions* – members liaise with university students;
- *Social Networking* – We continue updating social networks (Facebook, Twitter, LinkedIn, etc.) to promote the Profession to young people;
- *Sharing documents via DropBox.*

Pac welcomes additional inspirations for this initiative!

I would like to thank the volunteer members for their continued and dedicated service on this committee and especially ACLS staff Martha Reeve, Mathieu Desjardins, Amanda Devaney and Jean-Claude Tétreault for all of their work and support!

Cindy Kliaman

CONTINUING PROFESSIONAL DEVELOPMENT COMMITTEE

Terms of Reference

The committee, together with the Registrar, shall identify and evaluate professional development opportunities in response to the requirements of the By-laws, Council and members, and with the approval of Council, prepare, have prepared, or acquire professional development training opportunities for members.

Committee Membership at the start of 2017:

- Reid Egger, CLS, Chair, Edmonton, AB
- Cameron Twa, CLS, Council Liaison, Yellowknife NWT
- Paul Burbidge, CLS, Whitehorse, YT
- Dave Dediluke, CLS, Nanaimo, BC
- Matt Lablanc, CLS, Yellowknife NWT
- Murray LeGris, CLS, Toronto, ON
- Gordon Stark, CLS, Winnipeg, MB
- J.C. Tétreault, CLS, ACLS Executive Director, Ottawa, ON
- Martha Reeve, ACLS Office Administrative Assistant, Ottawa, ON

First and foremost, I would like to take this opportunity to remember Dave Dediluke CLS, BCLS, a long-standing member of our committee, who passed away in the past year. Dave was a good friend and invaluable member of the committee and the surveying community. His common sense wisdom and sense of humour will be missed.

We also had a couple changes in Council liaison and a member resign to pursue other committee activities. My thanks goes to Cameron and Anne for keeping us in line with Council's direction, and to Paul for his work on the committee and good luck with future endeavours. We also had a member move from up north to the east coast. Thanks to Gord, Murray and Matt for your continued work. We are looking to expand our regional representation and the committee as a whole and would welcome any volunteers.

I would be grossly negligent if I did not once again publicly recognize the diligent work of J.C., Martha, Mathieu and Amanda, the ACLS staff who get the minutes out, keep us on track and do so much behind the scenes. Merci Beaucoup.

2017 Prime Objectives

This past year and beyond we are focusing on engaging the membership by consciously targeting specific membership groups. We have asked what we can do for each membership group to enable them to reach their professional development goals. We can achieve this by grouping the membership by scope of practice and by geographic region.

Activities:

The committee held six meetings in 2017 and hosted two meetings of the GeoEd Advisory Panel and a focus group meeting to brainstorm about the direction we should go with GeoEd.

We are continuing to add courses to GeoEd. The AOLS continues to add content for their members that are often of interest for members of other jurisdictions. Be sure to check out what GeoEd has to offer regularly. It's a great way to help meet your CPD requirements without having to get out of your desk (or favorite comfy chair). A Survey Monkey questionnaire went out to all the members and those of the sister organizations. Thanks to everyone who participated in that, it will help us steer the direction to suit your CPD needs better.

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In the CPD Tracking System, new categories were implemented this year. “Meeting Attendance” was split off from “Courses and Seminars” as its own category, both keeping the 1:1 credit ratio, and “Presentations, Papers and Research” was split into “Presentations and Papers” with a 1:1 credit ratio and “Self-Study and Professional Practice Research” with a 1:2 ratio. The “Participation” category was left as is. These categories align with the needs of the ABCLS and AOLS. The AOLS has been working on migrating their tracking system to ours, and after a few technical hurdles will hopefully be fully operational this coming year.

In support of our prime objective, we have continued our relationship with the Aboriginal Awareness Committee (now the Indigenous Relations Steering Committee) through a liaison. We are planning to develop an Indigenous Surveys Professional Development Certificate Program and hope to have it up and running this coming year. We have also reached out to the Offshore Committee to support any initiatives they may have in helping candidates achieve their Canadian Hydrographer Certification.

As always, if there are gaps in the seminar offerings at the National Surveyors Conference, we fill them. Let us know what you would like to see in the future – on-line or at the annual meeting.

We look forward to your ideas and recommendations.

Reid Egger, CLS, ALS, BCLS, P Eng
Chair, Professional Development Committee

ABORIGINAL LIAISON COMMITTEE

Members

Andrew Christian, Nanaimo, BC (Private Practice)
Bob Fligg, Toronto, ON (NRCan, SGB)
Garry Best, Ottawa, ON (INAC)
Hugues Landriault, Ottawa, ON (INAC)
Jean-Claude Tétreault, Ottawa, ON (ACLS)
Joe Iles, Whitehorse, YT (Private Practice) **Chair**
Khaleel Khan, Winnipeg, MB (NRCan, SGB)
Graeme Sandy, Curve Lake, ON (NALMA)
Max Putnam, Saskatoon, SK (Private Industry)
Ronald Robichaud, Amherst, NS (NRCan, SGB)
Tania Bigstone, Halifax, NS (LAB - Resource Centre) **President, ACLS**

Two Working Groups report to the ALC:

Engagement with Aboriginal Communities

Members

Akbarali Karsan, Regina, SK, (NRCan, SGB)
Joe Iles, Whitehorse, YT (Private Sector) Observer, as Chair of ALC
Khaleel Khan, Winnipeg, MB (NRCan, SGB)
Max Putnam, Saskatoon, SK (Private Industry) **Chair**

Integrated Land Management

Members

Alison Irons-Cummings, Curve Lake, ON (Curve Lake First Nation)
Craig Baker, Ohsweken, ON (First Nation Engineering Services Ltd.)
Dr. Daniel Millette, Ottawa, ON (FNLM - Resource Centre)
Jeff Hamm, Tagish, YT (GeoPRISM)
Joe Iles, Whitehorse, YT (Private Sector) Observer, as Chair of ALC
Lawrence Pinter, Regina, SK (Pinter & Associates Ltd.)
Luis Manzo, Rankin Inlet, NU (Kivalliq Inuit Association)
Robert Fligg, Toronto, ON (NRCan, SGB) **Chair**
Shamus Armstrong, Iqaluit, NU (Land Titles – Nunavut)

The Aboriginal Liaison Committee (ALC) held numerous teleconference meetings in 2017 - 2018. The committee members are listed above. The Committee makeup changed, as Leona Irons (NALMA), Ibrahim Kalown (INAC) and the Surveyor General left the group in 2017. Thanks, are extended to all of the committee members for their commitment. We would also like to recognize ACLS office staff for their ongoing support.

We think that there continues to be good reason and support for this committee, both internally (educating ACLS members) and externally (creating new resources and making available existing resources for First Nations). The potential activity for the committee is almost limitless. And two Working Groups were established to focus on specific activities. But, we admit that the Aboriginal Liaison Committee and both Working Groups are struggling to be effective.

At the ACLS Council face-to-face meeting on November 16 & 17, 2017, in Ottawa, Council reviewed the 2014 Strategic Plan. The Aboriginal Liaison Committee's (ALC) work/tasks were

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thoroughly discussed and it was decided that the ALC had too many tasks from the Strategic Plan to address.

Accordingly, Council decided to reformat the Committee and established an Indigenous Relations Steering Committee (IRSC) with a more task focused approach, by having the IRSC form Strategic Working Groups (SWG) of 3 to 5 members (depending on the task) to complete the specific assignments, as they directly relate to the Strategic Plan. The IRSC will develop and oversee: the listing of the specific projects, the assignment of the tasks and the formation of each task group and ensure there are timeframes established and met for each SWG.

Indigenous Relations Steering Committee (IRSC) Formed

Council assigned the following ACLS members to the Steering Committee: Tania Bigstone, ACLS President & LAB-RC (East); Bob Fligg, Surveyor General Branch (Central); Andrew Christian, Private Industry (West); and, Joe Iles, Private Industry (North) – with Joe continuing as Chair of the new Committee. The IRSC was specifically designed with members from the ACLS, Surveyor General Branch, private Industry, and to be regionally representative.

By assigning smaller groups to complete tasks, we hope the Committee will be able to accomplish more items on the Strategic Plan, than we have been able to in the past.

Specific Activities of the Indigenous Relations Steering Committee since being established include:

- Submitted Terms of Reference for the new Steering Committee to Council on February 13, 2018, for their approval.
- Developed Scope of Work for a Strategic Working Group to follow-up on the Cost Study Final Report.
- Communicate to membership advising of change from ALC to IRSC and requesting volunteers for Cost Study Strategic Working Group. (February 12, 2018)
- A major activity of this group has been development of a ½ day seminar for our members and guests at the National Surveyors' Conference 2018.

Respectfully submitted,



Joe C. Iles,
Steering Committee Chair

OFFSHORE COMMITTEE

The purpose of the Offshore Committee (OC) is to monitor and inform the ACLS membership of issues affecting the practice of surveying on offshore Canada Lands. With the implementation of Canada's Hydrographic Surveyors Certification Program in April 2016, the committee worked towards promoting the program through various media and meetings. The committee has also continued to engage with NRCan Surveyor General Branch and Fisheries and Oceans Canada on the promotion of Canada's Marine Cadastral Layer within the Marine Spatial Data Infrastructure (MSDI). Also of note was the formation of a task force on Offshore Infrastructure Surveys.

Membership

As of the end of 2017, the Offshore Committee had ten (10) members representing government and industry who were as follows:

- Andrew Leyzack, Committee Chair, Canadian Hydrographic Service, Burlington ON
- Carl Friesen, ACLS Council Liaison, Underhill Geomatics Ltd., Whitehorse YK
- Bruce Calderbank, Hydrographic Survey Consultants Intl. Ltd., Calgary AB
- Shelly Leighton, Memorial University, St. John's NL
- Derrick R. Peyton, IIC Technologies, Halifax NS
- Tim Janzen, Canadian Hydrographic Service, Burlington ON
- Jose M'Bala, NRCan, Ottawa ON
- Kirsten Greenfield, Public Works & Government Services Canada
- Nancy Kearnan, Aboriginal Affairs and Northern Development Canada
- Jean Claude Tétreault, ACLS Executive Director, Ottawa ON
- Amanda Devaney, ACLS Communications and Membership Services Administrator, Ottawa ON

Ten (10) GoToMeeting conferencing calls were held throughout the year.

Task Force on Offshore Infrastructure Surveys

As a means towards identifying opportunities for improvement with how spatial information describing offshore infrastructure is gathered, managed and shared, the Offshore Infrastructure Surveys – Task Force (OIS-TF) was struck to examine the current legislation with respect to offshore infrastructure being used by the provinces and overseas specifically with respect to offshore pipelines, flowlines, umbilicals, subsea structures, and communication and power cables. A draft report will be presented at CHC 2018.

The members of the Task Force were as follows:

- Bruce Calderbank, Chair, Hydrographic Survey Consultants Intl. Ltd, Calgary, AB
- Andrew Leyzack, Acting Manager Operations, Canadian Hydrographic Service, ON
- James Banks, Senior Surveyor, Atlantic Regional Office, Surveyor General Branch, Natural Resources Canada, NS
- Brian Ballantyne, Surveyor General Branch, Natural Resources Canada, Edmonton, AB
- Shelly Leighton, School of Ocean Technology, Fisheries and Marine Institute of Memorial University, St. John's, NL

A total of three (3) GoToMeeting conference calls were held respectively on 08 June, 28 September and 24 November 2017 to review the research to date and discuss the results.

It is anticipated the information in the report will promote integration of offshore infrastructure data within Canada's Marine Spatial Data Infrastructure (MSDI) as well as inform practitioners

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and users of Canada's offshore about the complex nature of that space. Research thus far has underscored the need for proper surveys, irrespective of whether Crown real property rights are involved, as paramount to ensuring the success of offshore operations; further the role of the Canada Lands Surveyor in offshore surveys to ensure the necessary and correct observations are made to specific standards to help ensure the proper installation of any offshore pipelines, flowlines, umbilical lines, subsea structures, and communication and power cables.

Once complete, the report will be forwarded to the ACLS Offshore Committee for review. The report will be used to generate various recommendations for the better governance of the offshore via the ACLS Offshore Committee which will be forwarded the ACLS Council for approval and then sent onto the for further consideration by the Surveyor General for review and action.

MSDI

The committee learned more about the development of Canada's MSDI with emphasis on the Marine Cadastre application, by way of a virtual presentation given by Claude Guy of the Canadian Hydrographic Service, Department of Fisheries and Oceans. Details and preliminary results from a pilot project focusing on three locations: Bay of Fundy, Beaufort Sea and Dixon Entrance were further explained along with requirements to align data formats with international standards: IHO S-121 and ISO 19152.

CBEPS Interaction

Approval for changes to the Canadian Board of Examiners for Professional Surveyors (CBEPS) core syllabus item C12 Hydrographic Surveying and the new elective syllabus item E2 Advanced Hydrographic Surveying was affirmed earlier in the year. The OC chair participated in a CBEPS audit of York University's Geomatics Engineering Program in which York U's Hydrography Course was evaluated against C12 syllabus study notes.

National Surveyors Conference-Canadian Hydrographic Conference 2018

To assist with the development of the NSC-CHC 2018 technical program, the committee reached out to several authors and organizations. Four joint sessions: Professional Development and Education; Hydrography and Policy Developments; Geodesy and Hydrography; and Practical Hydrography were arranged.

ACLS Canadian Hydrographer Certification Scheme

The committee served to promote the scheme through various media and meeting and event venues. Research and collaboration was begun with the Surveying and Spatial Sciences Institute of Australia towards establishing mutual recognition between Canada and the Australasian Hydrographic Surveyor Certification Scheme. As an aid for candidates, an inventory of learning resource including distance learning courses in hydrographic surveying was prepared. A report from the Canadian Hydrographer Certification Panel (CHCP) has been submitted separately from this report.

R/V David Thompson

As a side bar to this report, ACLS members may be interested that Parks Canada Agency has recently commissioned a 228 tonne research vessel, equipped with a shallow-water multi-beam sonar system, named in honour of one of Canada's pioneer surveyors, David Thompson. The former DFO-CCG Mid-shore fishery patrol vessel will be used to support underwater, archeological surveys on all 3 coasts, including the Great Lakes. Bathymetric data acquired from

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the vessel's multi-beam sonar system will be shared with the Canadian Hydrographic Service for integration within CHS bathymetric data bases. <https://www.pc.gc.ca/en/culture/arch/mar-sea/vessel>



R/V David Thompson Photo Courtesy of Parks Canada Agency

Andrew Leyzack, C.L.S.
Offshore Committee Chair

BOARD OF EXAMINERS

Board Composition

The ACLS Board of Examiners is composed of Patrick Ringwood (Chair), Marie Robidoux, Julian Goodyear, Bronwyn Denton and Estelle Moisan.

Responsibility for Examinations

ACLS Board members set some of the examinations and the remainder are set by Special Examiners. These Special Examiners are recommended by the Board and are appointed by the ACLS Council.

All examinations are reviewed by the Board prior to the examinations being copied for distribution to the invigilators at the various examination writing centres across Canada.

Jean-Claude Tétreault continues his role as Registrar and serves a valuable role in keeping the ACLS Council and the Board apprised of matters of mutual concern.

As the Board of Examiners Administrator, Kevin Jones provides administrative support to the Board and coordinates the bi-annual national examination cycles in March and October.

CLS Candidates

The Board has the responsibility to approve the acceptance of those applying as candidates to receive a CLS commission. There are 117 active candidates registered with the Board.

Professional Examinations Written

The following examinations were written:

- P1: 8
- P2: 7
- P3: 8
- On-line: 8

Commissions Recommended

In accordance with the Act and Regulations, the Board informs the Council of those candidates who have completed the requirements for a CLS Commission and recommends the granting of a Commission. The Council then offers the successful candidate a Commission.

In 2017, the following persons were recommended for a Commission:

- Mark Miller, Calgary AB
- Blair Bridger, Mont Pearl NL
- Daren Peter Paktau, Saskatoon SK
- Zuzana Fulkova, Surrey BC
- Amanpreet Sidhu, Edmonton AB
- Praveen Mahendra, Red Deer AB
- Matthew Sakatch, Calgary AB
- Melissa Truchon, Burks Falls ON
- Alexandre Elliot Heath, North Vancouver BC

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Greg Hartel, Regina SK
Roldane Senior, Regina SK

Other Board Activities

In addition to meeting its obligations for examining Candidates and recommending successful Candidates for a Commission, the Board monitors the examination syllabus and availability of syllabus study materials.

The Board also reviews applications for licenses, marks any required projects, and makes recommendations to the Registrar with respect to an applicant's adequate recent or required experience.

Respectfully submitted,

Patrick Ringwood, BCLS, CLS
Chair

ASSOCIATION OF CANADA LANDS SURVEYORS FOUNDATION INC.

The Foundation members are Patrick Ringwood, President, George Schlagintweit, Vice-President and Cindy Kliaman. Jean Claude Tétreault continues in his role as Secretary Treasurer. Martha Reeve and Amanda Devaney have provided administrative support to the Foundation this past year.

In 2017, The Foundation received 10 applications for scholarships. After careful deliberation, four scholarships were awarded in the amount of \$1750.00 each to Czarina Marquez (BCIT), Justin Collett (UNB), Mason Gray (NAIT then UNB) and Noah Whitenect (COGS then UNB).

Although the deadline for submission of applications for 2018 has not passed at the time of writing this report, the Foundation again plans to award four scholarships of \$1750.00 each.

The Foundation would like to thank the members of the ACLS for their kind donations totalling \$1940.50. Your support is appreciated in our on-going efforts to assist geomatics students.

In addition, the Exhibitors' draw at NSC 2017 raised \$1565.00.

The annual general meeting of the Foundation's Board members will be held by teleconference on March 23, 2018. A Board of Directors meeting will be held immediately after the annual general meeting.

Respectfully Submitted,

Patrick Ringwood, BCLS, CLS
President, ACLS Foundation Inc.

