

SURVEY REVIEW DEPARTMENT ANNUAL MANAGER'S REPORT 2020  
Tom Packowski, OLS, MANAGER SURVEY REVIEW DEPARTMENT  
As presented at the AGM February 2021

For those of you who I have not met, and I believe there are 34 new members this year, my name is Tom Packowski. I am the Manager of the Survey Review Department (SRD). I also am the Chair of the Continuing Education Committee. Together these roles recognize the importance of peer review when viewed through the lens of protecting the public and our on-going requirement for continuing education.

The Survey Review Department (SRD) operates under the Inspection Program of the Surveyors Act, O. Regulation 1026, Section (40). The Department is totally funded by the sales of the Plan Submission Form Sticker. In December 2020, the Membership voted to increase in the sticker price to \$ 19/ sticker and to allow for an option to purchase digital stickers. The membership is reminded that if you choose to purchase virtual stickers, you will not receive the corresponding physical copy. However, you will still be obliged to track the use of the individual sticker number as set out in By-Law 2008-1.

Revenue from stickers sales had been declining from 2017 to 2019 and the Department showed a small loss for the year ending December 2019. For the sake of efficiency, the Association requested authorization to change its year end from December to October 2020. As of the new year end, the Department was in a slight positive cash position but heading into the red if we had kept the same year end as we had in 2019. However, with the new sticker price in place, the Department anticipates that it will be able to sustain its obligations.

From revenues we pay the salaries of our staff, including our administrative officer (Sheila Lavina), assistant examiner (Herman Bernardo), OLS field examiner (Al Worobec), as well as the consultant's fees for our OLS Comprehensive Review Consultants (Drew Annable, Chester Stanton new OLS Consultants, Dan Quinlan and Phil Hofmann) as well as for systematic reviews (Tim Hartley). We have one other Consultant in the preliminary training phase. The Department also pay for all our office expenses, allocation costs for our use of the facilities and administrative costs at '1043'. We have a very talented group of staff and consultants. Of the OLS's within the Department, three have been on Council, two are Past Presidents, and one has a CLS designation along with an MBA for good measure.

The Department began 2020 with 30 active Files, we opened 52 Comprehensive Reviews, which is about average and added 7 referral reviews. We expect the workload for 2021 to be higher for the coming year but expect that with additional Consultants, we should be able to complete the Reviews in a timely manner.

We completed 205 Systematic Reviews in 2020 compared with 254 in 2019.

Year	Plans Checked	Integration	Method/Evidence	Minor/Comment
2020	205	26 (13%)	8 (4%)	45 (22%)
2019	297	41 (14%)	13 (4%)	61 (20%)

2018	254	50 (20%)	15 (6%)	52 (20%)
2017	245	59 (24%)	22 (9%)	118 (48%)
2016	248	99 (40%)	22 (9%)	111 (45%)

As with everyone in the last year, the Department has had to adjust the realities of COVID 19. And for the most part the adjustments have worked out well. We have adopted virtual meeting and virtual office visits . I would like to take the time to thank the membership for their cooperation during these interesting times. These adjustments have enabled the SRD to carry out its duty to protect the public interest in an efficient manner, without affecting the integrity of the Reviews themselves.

I like to thank the work of the Survey Review Department Committee for their guidance and oversight during this last year. Laura Gibson has stepped down as the Chair of the SRD Committee and the new Chair is Gabriel Laframboise. I would like to thank Laura for her work on your behalf and look forward to working with Gabe in the year ahead. Gavin Lawrence was our Council representative and we appreciated his assistance in with the SRD Committee. The other members are Robb McKibbon, Julia Meldrum Smith, Paul Francis, and Andrea Tieman. The Committee is also ably assisted by the Executive Director and Sheila Lavina.

Part of the Comprehensive Review (CR) process includes an invitation to the Firms to take part in an opinion survey regarding their experience with the CR process itself. These opinion surveys are confidential, OR not, depending on whether you wish to identify your Firm. The results of the individual opinion surveys are sent on to the SRD Committee where they are reviewed and tabulated. Matters of particular importance are raised by the Committee at the regular meetings held between the SRD Committee and the SRD Manager. On behalf of the Committee, I would encourage you to take part in the opinion survey as part of your CR. It has been updated so that it is in 'Survey Monkey' format and only takes a few minutes to complete.

Finally, I want to re-iterate my concern that, you as a Professional Community provide many services to the Public such as cadastral surveying, opinions on boundary and construction layout. I have seen improvements in the quality of the cadastral work, and I would suggest that this is in part because cadastral work is the subject of continuing professional development and peer review. Construction layout, which is a frequent topic for continuing education, by way of webinars, articles in the OPS magazine and indeed at functions such as the AGM, is so far, not subject to peer review. Yet errors arising from construction layout are by far the largest source of monetary claims against our liability insurance policy.

I would like to point out that there are many checklists available on the AOLS website, including a construction checklist. These checklists are a starting point for Members providing professional survey services to the Public. The checklists are available on the AOLS website in the section o Survey Practice under Best Practices.

Respectfully,  
Tom Packowski, OLS