



AOLS Committee Annual Reports - 2023

Overview

The Association is fortunate to have a very high involvement rate of its members with 40% of its members participating in at least one committee or task force. Most committees and task forces have been active and trying to achieve their mandates.

The report separates statutory committees required under the Surveyors Act from those that are established at the pleasure of Council. It provides a brief overview of their mandate, achievements, and challenges along with a list of their members.

Statutory Committees

Academic and Experience Requirements Committee (AERC)

The AERC is responsible for the registration activities of members of the AOLS. They establish policies related to registration activities, such as academic requirements, evaluate academic and experience requirements, monitor progress of articling students, and establish and perform examinations to ensure new surveyors have the appropriate competencies to meet the public requirements of a professional surveyor.

In addition to AERC's regularly scheduled four annual meetings, they met another seven times to review the Core Competency documents for cadastral full and limited licence categories, the blueprinting document and the CBA process.

The Core Competencies (formally Essential Areas of Knowledge or EAK) was developed to clearly state what competencies a licensed surveyor must possess to practice cadastral surveying in Ontario. The project was led by Anne Cole but involved AERC and other members. A Core Competency Task Force was struck to finalize the documents for approval by AERC. Members of that task force included:

Joe Young	Dan Dzaldov	Tracy Rouse
Crystal Cranch	Ted Williams	Michelle Pearson
Graham Bowden	Brian Campbell	Mel Truchon
Yifan Zhang	Tham Shanmugarajah	Anne Cole
Bob Haliday	Brian Maloney	Marla Nayer (Consultant)

In addition to the above-mentioned Task Force, a similar Task Force was assembled to review the Core Competencies for the other branches of surveying. Members of this Task Force included:

David Horwood	Richard Emode	Jim Silburn
Ron Berg	Robin Fleguel	James Ferguson
Tony Sani	Brian Maloney	



As we worked towards satisfying the licensure requirements under FARPACTA and to respond to the impending housing demands, AOLS introduced a new Limited Licence category. To understand what Core Competencies a Limited Licenced surveyor would need, their scope of work needed to be defined. As a result, the Limited Licence Task Force was assembled and members included:

Ron Berg	Brian Campbell	Anne Cole
Brian Maloney	Travis Hartwick	Kevin Kujala
Mike Crowell	Kosala Gunathillake	

As the year progressed, it was clear that the Limited Licence category would not meet the requirements under FARPACTA and AERC had to quickly shift directions to develop a new process that would. We decided to develop a Competency Based Assessment process similar to what was developed by Professional Engineers of Ontario. We assembled a group of members to work with our consultants to develop the new process. Members of the CBA Task Force included:

Al Buckle	Joe Young	Mark Tulloch
Mike Chapman	Jay McArthur	

The new CBA process was developed by the Task Force, approved by AERC and submitted in advance of the deadline to the Office of the Fairness Commissioner.

AERC was key in ensuring the above noted processes were on track and fit with our mandate to protect the public. They had a particularly heavy workload this year and I commend them for their dedication and efforts.

Members of the Committee included:

Al Buckle, Presiding Officer	Amar Loai (Council)	Brian Campbell
Shawn Hodgson	Jason Wilband	Kevin Smith
Saeid Sedaghatjahromi	Mel Truchon	Yifan Zhang
Martha George, LGA	Gavin Lawrence	

And the following non-voting participants

Penny Connors, Registrar	Maureen Mountjoy, Deputy Registrar	Consultant: Michael Chapman
York U. Liaison: Sunil Bisnath		

AERC was also supported by the following assistants:

Ron Berg	Phil Chitty	Anne Cole	Scott Dalziel
Robin Fleguel	Ario Hadian	Nancy Grozelle	Ed Herweyer
Phillip Hoffman	Harold Hyde	Peter Lamb	David Lamont
Neil LeGrow	Andrew Mantha	Bob McDermott	Paul Miller
Gary Phillips	Dan Quinlan	Roger Reid	Tony Sani
Alister Sankey	Spiro Sinnis	David Stringer	Phillip Swift



Mojtaba Tavallaee

Gary Vanderveen

Kevin Whaba

Michael Verdun

Complaints Committee

The Complaints Committee considers and/or investigates written complaints about the conduct or actions of a member of the Association that may be found to constitute professional misconduct or incompetence.

Complaints Committee members are provided training in Administrative Law.

Details of their activities can be found in the Registrar's Report.

Legislative changes have been approved by Council to amend the powers of the Complaint's Committee to include the following:

- Ability to suspend a member or impose conditions where the Committee considers the public to be at risk and the member is being referred to the Discipline Committee.
- Direct the Registrar to mediate a complaint or appoint a mediator.
- Ability to request education, training or remediation or ability to impose education, training or remediation.
- Enter into an agreement with the member to:
 - i. Undertake changes to their practices.
 - ii. Enter into a monitoring agreement or supervision of their practice.
 - iii. Complete specified training or remediation.
 - iv. Place conditions on the member's rights to practice.
 - v. Undergo counselling or treatment.
- Ability to require the member to attend a meeting of the Complaints Committee to receive an oral caution.
- Ability to issue cautionary or advisory letters that are not considered disciplinary.

Members of the Complaints Committee included:

Peter Feren, Chair

Sophie Côté

Robin Fleguel (Council)

Bret Magee

Brian Kerr

Kevin Thom

Jeremy Matthews

Peter Raikes

Travis Hartwick

Eduardo Linhares

Paul Benedict

Peter Meerveld, LGA

And the following non-voting participants:

Penny Connors, Registrar

Maureen Mountjoy, Deputy Registrar

Discipline Committee

The Discipline Committee has been undertaking a deep review of their practice manual.

They considered potential changes to the Surveyors Act to remove Council from the discipline process and to change the Council member to ex-officio, non-voting member.

Members of the Discipline Committee included:



Sasa Krcmar, Chair	James Hunt, LGA	Doug Pierson, LGA	Nancy Grozelle
Amar Loai (Council)	Gerhard Auer	Ophir Dzaldov	Richard Miller
Peter Lamb	Bob Fligg	Tom Kirstjanson	Bruce Parker
Paul Edward	Leslie Higginson	Julia Meldrum Smith	Paul Miller
David Wilton	David Horwood	Michele Pearson	Vladimir Dosen
Kevin Kujala			

Executive Committee

Executive Committee generally meets two weeks before Council meetings and sets the agenda for the upcoming Council meeting. They also consider Human Resource matters including salaries for staff. They were involved in staffing activities, particularly hiring the new Executive Director.

Members of the Executive Committee included:

Dave Kovacs, President, Chair	Amar Loai, Vice President	Andy Shelp, Past-President
Saša Krcmar, Finance Councillor	Peter Meerveld, LGA	Al Jeraj, ED

Nominating Committee

The Nominating Committee is responsible for nominating a slate of candidates to fill the necessary positions on Council. They were successful in finding one candidate for junior councillor and candidates for President and Vice-President. Fortunately, another candidate was nominated by the membership and all positions were filled by acclamation.

Members of the Nominating Committee included:

Gavin Lawrence, Chair	Dan Dzaldov	Andrew Mantha	Peter Meerveld, LGA
Paul Miller			

Registration Committee

The Registration Committee reviews applications for grant of a Certificate of Authorization in cases that are brought forward by the Registrar or appealed to by a member.

The Committee also received training in Administrative Law.

Members of the Registration Committee included:

David Pesce, Chair	Spiro Sinnis	Dasha Page	Helmut Piller
Matt de Jager	Daniel Gautron	Natalie Vibert	Brian Webster
James Hunt, LGA			

Fees Mediation Committee

The Fees Mediation Committee mediates and arbitrates complaints from the public regarding fees. They considered the Steinecke recommendations and recommended that the Committee be removed in the next iteration of the Surveyors Act.



There was one case considered this year.

Members of the Fees Mediation Committee included:

Brent Larocque, Presiding Officer	John Merrlles	Michelle Pearson	Harold Hyde
Doug Pierson, LGA	Greg Ford	Martha George, LGA	Murray Purcell
Ron Berg			

Non-Statutory Committees and Task Forces

AGM

The AGM Committee met several times to plan the upcoming Annual General Meeting in London. They chose the theme: “Evolve and Thrive” and selected speakers and entertainment for the social components. They made a significant change in the usual program and combined the Convocation Lunch with the President’s Dinner to free up Thursday afternoon for members to gain additional CPD credits by attending Vendor presentations.

Members of the AGM Planning Committee included:

Bruce Parker, Chair	Dave Kovacs, President	Tracey Kovacs	Amar Loai
Al Jeraj, ED	Penny Anderson	Lena Kassabian	Michelle Petosa
Dami Shyllon	Laura Gibson	Juan Zapata	Brian Maloney

Archival and Historical

The Archival and Historical Committee are active and have held several meetings.

They are currently building on the Yates database to include “Road” or “Highway” surveyors and are looking to photograph the Thompson Map at the Ontario Archives for marketing purposes.

They attend various events to promote land surveying including the Marshville Heritage Festival

The Committee examined the equipment in the basement of the AOLS office and determined none of it has significant historical value to enhance the current collection. A similar review will be done of the library’s contents.

Members of the Archival and Historical Committee included:

Gord Good, Chair	Jim Statham	Doug Culbert	Vicky Culbert
Jim Hill	Dami Shyllon	Kent Campbell	Rick Della Mora
John Vinklers	Scott Dalziel	Al Jeraj, ED	

Continuing Education

The Continuing Education Committee is tasked with developing the program of continuing education of members including assigning Continuing Professional Development (CPD) hours. They met eight times over 2023 and considered CPD opportunities, prepared new Terms of Reference and examined existing



policies and procedures for CPD. In cooperation with the Committee, they developed an Office Procedures set of webinars that was delivered by Tom Packowski.

Members of the 2023 Continuing Education Committee included:

Tom Packowski, Chair	Nancy Grozelle	Vicky Kumar	Ron Querubin
Steve Czajka	Kate Somier	Stefan Bazar	Paul Wyman
Amar Loai	Al Jeraj, ED	Penny Anderson, Staff	

CPD Audit

This Committee is tasked with performing an audit of CPD at the direction of the Registrar.

Members of the CPD Audit Committee included:

Ron Querubin, Chair	Sophie Côté	Tom Packowski	Paul Francis
Leo Liu	Michael Masciotra	Greg Ford	Penny Anderson, Staff
Penny Connors, Registrar			

Inclusivity and Diversity Committee

The Inclusivity and Diversity Committee was established to promote inclusivity and diversity and help the Association operate in a manner that is free from harassment and discrimination.

They met 10 times over the year and focused on promoting Inclusivity and Diversity awareness to the membership. Through In Sight, the Committee provided links to the following:

- Unconscious Bias Training
- Recognizing Generational Stereotypes
- DEI Training through Microsoft

They also invited the Chair of the Continuing Education Committee to be a member of the Committee to create better synergy in content delivery.

In the coming year, the Committee will focus on a 30x30 initiative, identifying gender discrimination in wages, reviewing if Reconciliation training should be mandatory for members, and identifying appropriate fields to collect member data (i.e. race, gender, age, ethnic origin, etc.) with the intent of developing a robust member database to ensure our profession is diverse and inclusive.

Members of the Diversity and Inclusivity Committee included:

Leo Liu, Chair	Francis Babu	Saeid Sedaghatjehromi	Maureen Mountjoy
Sophie Côté	Tracy Rouse	Satesh Lakhani	Ken Wilkinson
Oussama El-Chanti	Tom Packowski	Al Jeraj, ED	

Insurance Advisory

The Insurance Advisory Committee reviews claims and advises adjusters about potential settlements and defense. It provides advice to Council regarding insurance matters including funding formulas, appointment of brokers and adjusters. Based on current real estate data, construction costs and recent



claims, the Committee recommended to Council that the minimum amount of liability insurance each member must carry is \$2M. Council adopted their recommendation and instructed the provider to make that change in the existing AOLS policy. In addition, Council instructed the Executive Director to incorporate this change into the Regulations.

Members of the Insurance Advisory Committee included:

Alister Sankey, past Chair	Saša Krcmar	Joseph Young	Rodney Geyer
Dan Cormier	Dan Dzaldov Chair	Andy Shelp	Al Jeraj, ED

Legislation and Regulations Task Force

The Legislation and Regulation Task Force is a sober second look at potential changes to the Surveyors Act. They approved the following policy documents in respect of potential changes to the Act:

- Review of Council Composition in particular the number of lay members on Council.
- Control over Practice Standards
- Control over Bylaws and Regulations
- Professional Insurance – minimum liability coverage
- Late Fee Bylaw
- Removing the requirement to have a C of R member on AERC and moving the requirement to AERC Policy

They continue to actively consider directions for proposed changes to the Surveyors Act.

Members of the Legislation and Regulations Task Force included:

James Dorland, Chair	Andrea Tieman	Ophir Dzaldov	Ron Berg
Brian Maloney	Tim Bunker	Russ Hogan	Prakhar Shrivastava
Natalie Vibert	Penny Connors	Chris Musclow	James Ferguson
Al Jeraj, ED			

Marketing and Recruitment Committee

The Marketing and Recruitment Committee reviewed the Humber College Marketing strategy developed for AOLS. The strategy was well prepared, however the Committee felt it needed to be vetted by Professional marketing firms. As a result, a Request for Proposal was developed and three bids were reviewed. Halmyre was chosen as the successful firm. A subset of MRC was formed to create a “Steering Committee” to ensure that Halmyre and AOLS were aligned in their thoughts and goals as we embark on the marketing plan.

In addition to overseeing the marketing firm recruitment, the Committee has been busy executing their tactical plan. Highlights included:

- GIS Day – Exhibit at York University
- Developing a History Brochure to promote the involvement of land surveyors in the development of Ontario



- Exhibit at Industry Night hosted by York University
- Creation of career cards highlighting the journey of 6 O.L.S.'s.
- Creating content for International Women's Day
- Refreshed Career Brochure on the website
- Refreshed Door Hanger – over 5,000 printed and available to members
- Participating in BeSpatial 2023 AGM
- Creating the Fence Building Tips brochure

In addition to the above, committee members participated or supported numerous career fairs and trade shows.

Members of the Committee included:

Chris Oyler (Chair)	Andy Shelp	Daniel Gautron	Sophie Côté
Hugh Goebelle	Maureen Mountjoy	Simon Kasprzak	Cole Raikes
Tristan Hemming (York)	Sunil Bisnath (York)	Gavin Lawrence	Chris Fox
Oussama El-Chanti	Yifan Zhang	Bill Webb	Coel Storey
Nigel Day	Aloka Kumaranayake	Maja Krcmar	Grant Lee (Consultant)
Michael Matthews	Bob McDermot	Rudy Mak	Shane Rajakulendran
Bennet Faulhammer	Jack Gauthier	Annie Fernandes	Gavin Seaman
Boney Cherian	Adam Paine	Bob Pearson	Murray Purcell

Al Jeraj, ED

Monument Protection Task Force

The Monumentation Protection Task Force was challenged with reviewing the concept of coordinates as monuments. Due to personal reasons, the Chair had to step down and regular meeting were not scheduled for the year. It is anticipated that the Committee will reconvene as a new Chair has been identified and they will continue with their mandate in 2024.

Members of the Monument Protection Task Force included:

Hugh Coutts, Chair	David Lamont	Natalie Vibert	Sabir Ahluwalia
Paul Benedict	Dave Bianchi	Grant Stidwill	Scott McMorran
Shawn Leroux	Shan Goonewardena	George Zervos	Al Jeraj, ED

Municipal Surveyors

The Municipal Surveyors Committee provides advice to municipalities regarding surveying matters and advocates for best practices regarding municipal matters. Highlight of their activities for this year included:

- Preparing a letter to municipalities advising them what constitutes unauthorized practice under the Surveyors Act.



Members of the Municipal Surveyors Committee included:

Andre Roy (Chair)	Gavin Lawrence	Gary Irwin	Bill Harper
Bill Merry	Paul Benedict	Andre Roy	David Lamont
Gord McGuire	John Galejs	Normans Taurins	Viorel Mares
Dean Dunlop	Kate Sonier	Wikar Bhatti	John Merrlles
Saeid Sedghatt			

Professional Standards

The Professional Standards Committee met almost every month. They develop best practice guidelines and review current practice standards and recommend changes for improvements. Highlights of their accomplishments included:

- Delivering a six-part Office Calculations and Drafting Webinar (presented by Tom Packowski)
- Updating the cadastral survey (closure) accuracy standard outlined in O.Reg 216/10.
- Developing RTK GPS Measurement Redundancy guidelines.
- Reviewing the possibility of setting standard operating procedures for processing field information.
- Reviewed and approved the CBA process.
- Recommended changes to the Construction Guideline document on the website.
- Developing Best Practices for Topographic Surveys; generic sections and some appendices completed and posted to AOLS Website.
- Developing a presentation for the AGM on Construction Layout Best Practices.
- Reviewing all construction guideline or 'best practice' documents on the website for content accuracy.

Members of the Professional Standards Committee included:

Joseph Young, Chair	Paul Wyman	Ron Berg	Chris Bunker
Ted Williams	Normans Taurins	Tom Packowski	Jonathan McArthur
Anna Aksan	Ron Berg	Natalie Vibert	Al Jeraj, ED
Gabriel Laframboise	Hugh O'Donnell	Nicholas Muth	Penny Connors, Registrar

Province-Wide Survey Records Index (PWSRI)

The PWSRI Committee met once this year but have committed to meeting more frequently. They review any issues that arise with the PSRI including record transfers from the affiliated providers (LSR and Pimarc) and provide recommendations. The Committee recommended a solution to deal with capturing historical townships in the database.

Members of the PWSRI Committee included:

Joseph Lin, Chair	Robin Fleguel	Ario Hadian	Mike Fisher
Philiip Swift	Ali Gholami	Eduardo Linhares	Ron Querubin



Ganesh Sundar
Al Jeraj, ED

Peter Skuro

Andrew Lyszkiewicz

Dean Dunlop

Survey Review Department

The Survey Review Department Committee's prime responsibility is to review the practices/processes of the Survey Review Department and make recommendations for changes if necessary. They also perform post audit reviews which could feed into their considerations for change.

They reviewed the use of digital stickers on plans and made recommendations to Council for consideration. They also reviewed the possibility of launching an investigative branch under the Office of the Registrar to deal with 'informal complaints' submitted by members.

They have started work on:

- Updating the SRD procedure manual which will consider best practices such as those created for construction
- Updating the point evaluation system to increase consistency in reviews
- Considering different approaches to reviewing firms with multiple offices

Members of the Survey Review Department Committee included:

Julia Meldrum-Smith, Chair

Sophie Côté

Penny Connors

Andrea Tieman

Gary Auer

Paul Francis

Laura Gibson

Andre Roy

Paul Wyman, SRD Manager (non-voting)

Al Jeraj, ED

Underground Utilities

The Underground Utilities Committee initiates and pursues strategic activities that would improve public safety and the efficiency and safety of cadastral survey activities related to underground utilities. They are close to developing a policy on producing a new survey product surveyors can create to map underground utility information that conforms to CSA S250-20 and ASCE 38-22 and ASCE 75-22 Standards. The Surveyor's As-Built Utility Report (SABUR) will ensure consistency among surveyors when illustrating the location of Subsurface Utility information on a sketch. The policy will be presented to Council in 2024 and to the members at Regional Group meetings or through a webinar.

Other significant activities this year were:

- Participating on a national committee to potentially build a database of underground utilities
- Staying apprised of ORCGA events and legislative changes (e.g., One Call)
- Reviewing in detail the new standards

Members of the Underground Utilities Committee included:

Peter Lamb, Chair

Natalie Vibert

Paul Benedict

Alborz Soltankhah

Peter Skuro

James Dorland

Nigel Day

Maureen Mountjoy