

2024 Committee Reports

The following will provide a report from each of the active Committee with the following exceptions as statistics and data were provided in the Registrar's Report:

- Academic and Experience Requirements Committee
- Complaints Committee
- Discipline Committee
- Fees Mediation
- Registration Committee

All reports were prepared by the Chair of the Committee or approved by the Committee.

Members listed under each Committee were in place on January 1, 2024 but during the year, the Committee makeup may have changed due to resignations or other reasons.

Annual General Meeting Committee

Members: Amar Loai (Chair), Sasa Krcmar, Al Jeraj, Penny Anderson, Lena Kassabian, Michelle Petosa, Chris Fox, Shawn Leroux, Brian Maloney (Parliamentarian), Dave Urso (Sergeant-at-Arms), Herman Bernardo and Alan Worobec.

The AGM Committee is convened shortly after the conclusion of each AGM to begin planning for the next one. The committee meets several times a month to determine the event theme, select speakers, and develop the agenda and programming. The committee attempts to include topics relevant to the membership and highlight emerging technological or regulatory trends.

Planning the AGM is a complex, highly involved process that demands significant effort from both staff and volunteers.

Archival and Historical Committee

Members: Gord Good (Chair), Al Jeraj, Vicky Culbert, Doug Culbert, James Hill, Kent Campbell, Rick Della Mora, Scott Dalziel, John Vinklers, Jim Statham, Don Anderson, Damilola Shyllon

It is important to note that every meeting is opened with an acknowledgement to our ancestral inheritance. Ontario Land Surveyors, administer all the lands in Ontario and it would be lengthy to mention all ancient groups. It is to be hoped that any offence taken will be directed towards the Chair as age does, sometime, become a liability. Here is our composite **"The Committee acknowledges that we are gathered on the ancestral lands**

and waters of all Indigenous Peoples who have left their mark. We respectfully acknowledge those that came before us, those that are here and those yet to come. May we all continue to serve as stewards of the Earth and the Water.”

Kent introduced an item which the Committee will be following up on and will remain vigilant to complete the study of “High Water Mark” in Ontario. Our surveyor Doug, on the west coast is assisting Kent whenever he can and “Dami” as well has joined. The Committee was informed that other groups have heard of our undertaking and have started their own investigations. This action, although admirable, does not sit well for a completion date. Nor does it have a central library for use by others. The Committee will be asking Kent to monitor and oversee this undertaking to a completion. Kent has already advised the Committee that the Association is not in this type of business, so, forward all suggestions to Damilola. Thank you.

The Committee had a very interesting subject come up in June with our visit to Markham Museum. We have been trying to divest some of our equipment stored in the basement at 1043. It would appear that we have a solution but needs a little more work. Vicky is our best communicator so she will be our contact person with the Museum. They have the interest and the room. We will strive “on our behalf” for satisfaction on both ends.

The Committee selected John, Scott and Rick to become acquainted with testimonials or write-ups of our past members. This topic has proven to be much more complicated than what was originally discussed and has proven to be a challenge. You may be familiar with some of the selections posted in the Annual Meetings printed in the 1920s. Yes, that was 100 years ago and I think the longest was 9 pages in length. The presentations are of deceased surveyors and therefore cannot pursue litigation should an error be spotted. This last sentence is an encouragement to solicit help from all the members to write up some memories of past members. Please forward submissions to John, Rick or Scott for publication. Privacy is our rule.

For example; names are changed for the protection of the living. I am sure you are familiar with “Pinwheel Jackson.” Well, he was a land Surveyor from Northern Ontario and was not known for his sobriety. He entered into a contract to survey a piece of land in a remote part of Ontario and the nearest access point was a very small lake. He was assured, by the ‘bush’ pilot, that landing on the lake was not a problem. The work day arrived and “Jackson” showed up for the aircraft ride in his usual swaying state and climbed aboard. The landing approach to the postage size lake required a very tight turn in order to lose altitude and speed. Our surveyor on boarding the plane, in an inebriated state, had not secured the passenger door and on the necessary supreme bank fell out the door and hit one of the

pontoons on his exit. This caused “Jackson “ to spin in the air while descending into the lake. I believe all shook hands as he climbed ashore next to the seaplane.

Jim Hill is the longest serving member and as such has elected to exert his seniority to oversee any subject that perks his interest and to make sure the Committee is not wasting it's time up a blind alley. This duty, leads Jim to produce some historical meanderings which are enjoyed by the Committee.

Don is another mature member of the Committee and fills out a position that verifies that members need not be a surveyor or a retired surveyor. Don is a retired Survey Technologist and keeps us in touch with the happenings in the land lying south and east of Georgian Bay. I have to admit however, that he has overlooked reporting that Coldwater is now a “Heritage Village”?

A final word from your Chair. It is a privileged to represent your Archival and Historical Committee. I am super impressed with the knowledge and expertise with computers and seamless applications of talent which each member contributes. I can only say “Thank you for a memorable 2024.

Continuing Education Committee

Members: Tom Packowski (Chair), Sophie Cote, Al Jeraj, Vicky Kumar, Ron Querubin, Steve Czajka, Kate Sonier, Tyler Renaud, Stefan Bazar, Hassan Ibrahim, Paul Wyman, Penny Anderson

Council is authorized by Ontario Regulation 1026 of the Surveyors Act under Sections 41, 42 and 43 of Regulation 1026 to establish a professional development program also known as Continuing Professional Development (CPD). This CPD program is carried out by the Continuing Education Committee (CEC) as set out in a directive by Council dated November 20, 2012.

The Committee met eight times in 2024 to determine educational opportunities that would meet the needs of the profession in their responsibilities to the Public.

In 2025, the CEC intends to review the November 2012 directive from Council to determine if improvements can be made that will meet current societal needs and the public's expectation for the ongoing development of the professional land surveyors in Ontario.

Executive Committee

Members: Amar Loai (Chair), Sasa Krcmar, Dave Kovacs, Sophie Cote, Doug Pierson, Al Jeraj

The Executive Committee is a subcommittee of Council formed under Section 12, Regulation 1026. Council may assign duties to the Executive Committee from time to time. These include administrative duties such as providing oversight on staff matters, reviewing Council agendas and discussing other relevant matters. The Committee met regularly throughout the year.

Inclusivity and Diversity Committee

Members: Leo Liu (Chair), Francis Babu (Co-chair), Al Jeraj, Robin Fleguel, Bruce Clark, Tracy Rouse, Satish Lakhan, Ken Wilkinson, Tom Packowski, Alycia Robinson, Nancy (Guannan) Liu, Maryna Hanna, Penny Anderson

The Inclusivity and Diversity Committee of the Association of Ontario Land Surveyors (AOLS) is dedicated to fostering an equitable and inclusive environment within the profession, ensuring representation and participation from underrepresented groups.

Throughout the year of 2024, the committee has focused on initiatives aimed at raising awareness, providing trainings on diversity, equity, and inclusivity (DEI), collecting member information on DEI and based on the information collected promoting the participation of underrepresented groups. These efforts align with the AOLS's commitment to building a profession that reflects the diverse communities it serves.

Key Activities

DEI Training

From the last quarter of 2023 to the beginning of 2024, the committee focused on identifying high-quality DEI training, from both online and in-person, that address key challenges and opportunities within the land surveying profession. After thorough evaluation, the committee curated a list of valuable training programs and workshops, ranging from implicit bias awareness to inclusive leadership strategies.

We shared the selected training to the members through regular AOLS emails, webinars, AOLS publications. We also tried to setup measurables to evaluate the results of the trainings.

DEI Survey

The Inclusivity and Diversity Committee initiated a series of surveys to collect data on DEI within the Association's membership. These surveys were designed to assess the current demographic composition, identify areas of underrepresentation, and understand member perspectives on inclusivity within the profession.

The survey results highlighted a significant gender gap, as well as areas require substantial improvements.

Promoting Women Participation

Based on insights gathered from the surveys, the Inclusivity and Diversity Committee launched an initiative to promote increased participation and representation of women in the land surveying profession. These efforts aim to eliminate the barriers for female participation, and to create a more supportive and inclusive environment, ensuring that women have equitable opportunities to thrive in the profession. We networked with other professional groups, both on the provincial level and federal level having similar gender gaps, seeking their experience and inputs.

We considered and evaluated various approaches, including asking the council to setting a new taskforce specifically for this initiative, bringing in outside consultants etc. The effort on this initiative is expected to continue in the year of 2025.

Conclusion

The Inclusivity and Diversity Committee remains steadfast in its commitment to help fostering a profession that values and reflects the principles of diversity, equity, and inclusion. Over the year of 2024, we have made significant strides, including identifying impactful DEI trainings and sharing them with members, conducting surveys to gather critical DEI data, and launching initiatives to promote women's participation in the profession.

Recognizing that DEI's dynamic nature, the committee is dedicated to evolving its strategies to address emerging challenges, including navigating potential resistance or anti-DEI sentiments, especially considering the current political environment. Our approach emphasizes open dialogue, evidence-based initiatives, and practical actions.

As we move forward, we remain committed to building a more inclusive surveyors' community, fostering a culture of belonging, and ensuring equitable opportunities for all gender groups. Together, we can create a profession that thrives on diversity and stands resilient in the face of change.

Insurance Advisory Committee

Members: Dan Dzaldov (Chair), Sasa Krcmar, Andy Shelp, Joseph Young, Rodney Geyer, Dan Cormier, Al Jeraj

The Insurance Advisory Committee normally meets quarterly to review all claims against the AOLS General Liability policy but met three times in 2024. Members provide general

advice to the insurance broker with respect to the facts presented in each claim. In 2024, AOLS received 54 claims against the policy.

The committee will also review other insurance related matters such as minimum coverage amounts. In 2023, they reviewed and recommended a draft policy to raise the minimum general liability amount to \$2M based on a review of current claims. Their recommendation was adopted by Council and was incorporated into the proposed Regulation changes.

Legislation and Regulation Committee

Members: James Dorland (Chair), Al Jeraj, Natalie Vibert, Linda Latham, Bill Buck, Penny Connors, Andrea Tieman, Ophir Dzaldov, Tim Bunker, Russ Hogan, Chris Musclow, Brian Maloney, James Ferguson, Prakhar Shrivastava

The “Legs and Regs” Committee met early in the year to discuss and approve policy papers that form the rationale for any proposed changes to the Surveyors Act and the Regulations. The policy documents are arranged into the following sections:

- *Policy Description* – a brief outline of what the policy is
- *Problem Description* – what problem will this policy address
- *Evidence of the Problem* –the problem must exist in fact. Anecdotal evidence is not accepted.
- *Approving Body* – does the policy require legislative or regulatory approval or does Council have the authority to approve it.
- *How does the policy protect the public?* – it must adhere to our primary mandate.
- *What is the authority for the policy?* - cite relevant sections in Legislation or Regulation.
- *How is the policy consistent with the Strategic Plan?* - does it align with our priorities.
- *Consultation Performed* – who have we consulted with to confirm the problem and recommendations (i.e. committees, stakeholders, etc)
- *Jurisdictional Scan* – can we support the policy by pointing to best practices or other legislation.
- *Selection Criteria* – what criteria does the policy consider when making recommendations.
- *Options Considered* – list of possible options to address the problem.
- *Options Analysis* – provide an analysis of each option.
- *Potential Problem Analysis & Risks* – analyse any risks in adopting the policy.
- *Impact to members* – analyse the impact to members if the policy is adopted.

- *Impact to others* – identify who else may be affected by the policy.
- *Recommendations* – identify the recommended option(s).
- *Communication Plan* – how will the policy be communicated if it is accepted.
- *Monitoring Plan* – how will the policy be monitored for effectiveness.

A lot of thought goes into creating the rationale for a policy to be considered by this committee and ultimately by Council for approval.

Most of the heavy lifting for policy approvals by the committee were done in 2022 and 2023. In 2024, the Committee reviewed the “Good Character” policy to allow the Registrar to assess the character of an applicant anywhere in the licencing process.

Marketing and Recruitment Committee

Members: Chris Oyler (Chair), Peter Nielsen, Dave Kovacs, Al Jeraj, Andy Shelp, Hugh Goebelle, Simon Kasprzak, Cole Raikes, Chris Fox, Oussama El Chanti, Yifan Zhang, Bill Webb, Coel Story, Nigel Day, Aloka Kumaranayake, Maja Krcmar, Michael Matthews, Bob McDermott, Rudy Mak, Shajeeshane Rajakulendran, Bennet Faulhammer, Jack Gauthier, Annie Fernandes, Boney Cherian, Adam Paine, Bob Pearson, Gavin Tyler, Mahdi Talib, Penny Anderson, Grant Lee (Consultant)

The Committee’s goal is to develop and implement a strategy to increase the attractiveness of the land surveying profession as a career and build awareness within government and the public of the value of land surveyors.

They oversee all marketing efforts of the Association including the work completed by our marketing consultant Halymre. The Committee annually creates a tactical plan that identifies objectives, target audiences, resources, budget, and implementation schedule.

Highlights from the year include:

- Realtor Quest
- GIS Hackathon with the City of Mississauga
- TMU interactive evening
- Development of new promotional material
- Science Rendezvous
- OAGEE conference

Monument Protection Committee

Members: Sabir Ahulwalia (Chair), Bruce Clark, Gavin Seaman, Al Jeraj, Merrill Mclean, Thomas Gondo, Michael Masciotra, Douglas Scott McMorrان, Shawn Leroux, Shan Goonewardena, George Zervos, Jurgen Ismaili, Fereidoon Khosravirad, Dave Lamont

The Committee did not meet in 2024 as no direction was provided to them by staff. We plan to re-engage this committee in 2025 to begin work on alternative considerations for monumentation and to consider what other jurisdictions are doing.

Municipal Surveyors Committee

Members: Andre Roy (Chair), Gavin Lawrence, Gary Irwin, Bill Harper, Bill Merry, Dave Lamont, John Galejs, Normans Taurins, Viorel Mares, Dean Dunlop, Kate Sonier, Wikar Bhati, John Merrles, Saeid Sedaghat, Haron Afzalzada, Peter Feren

This Committee discusses issues relate to municipal surveying and determines best practices that can be adopted by all municipalities. Of note, is the policy regarding the preservation of survey monuments when a municipality undertakes a major construction project such as a road widening. The committee also created a bulletin distributed to each municipality regarding the distribution of survey plans, especially those protected by Copyright, and the risks associated in doing so. The Committee continues to engage with municipalities by identify best practices for them to follow.

The Committee also discussed the requirement to post information to the PSRI when boundary surveys are completed, regardless of the complexity of the project. Further discussions on this are expected to take place in 2025.

Nominating Committee

Members: Andy Shelp (Chair), Martha George, Gavin Lawrence, Andrew Mantha, Dan Dzaldov, Paul Miller

The Committee is responsible for identifying at least two new Council members and confirming candidates for President and Vice President. The committee is led by a new chair each year who is the past president coming off Council. This year, the Committee successfully met their mandate.

Professional Standards Committee

Members: Joseph Young (Chair), Daniel Gautron, Al Jeraj, Linda Latham, Bill Buck, Paul Wyman, Tom Packowski, Gabriel Laframboise, Chris Bunker, Ted Williams, Normans Taurins, Ron Berg, Nicholas Muth, Jonathan McArthur, Anna Aksan

The Committee is responsible for reviewing and suggesting recommendations to current AOLS standards that affect practitioners and to develop new standards. All of the committee's recommendations are submitted to Council for review and approval.

This year, Joe Young and Tom Packowski from the Committee delivered a seminar at the AGM on Construction Layout Best Practices. Errors in construction layout continues to be a primary source of insurance claims.

The Committee also reviewed the following and made recommendations:

- Best Practice Area of the website.
- Best Practice document for the illustration of fences on Plans of Surveys.
- Best Practice document for the illustration of topographic features on Reference Plans.
- Best Practice document on OLS project oversight.
- Digital Signatures on plans.
- Removing lot corner ties on plans.

The Committee also reviewed the new Core Competencies for full and limited licence requirements.

The Committee is currently developing the following:

- A new construction layout seminar
- A policy on transparency of related companies
- Monument replacement recommendations for post construction projects

Provincial Survey Records Index Committee

Members: Joseph Lin (Chair), Al Jeraj, Natalie Vibert, Robin Fleguel, Mike Fisher, Phillip Swift, Ali Gholami, Eduardo Linhares, Ron Querubin, Ron Mak, Ganesh Sundar, Dean Dunlop, Mike Power

The Committee met 4 times over the year. The purpose of the committee is to evaluate and approve new enhancements to the Provincial Survey Records Index (PSRI) and to determine solutions to existing issues. Of note were the following enhancements to the database:

- Islands as a record type
- GeoLookUp Function
- Inclusion of Historical Townships and Alias tables
- Enhancements to the Invalid Record Parking Lot
- Enhancements to the Survey Manager

- Enhancements to the database to return searches more quickly
- Enhancements to the spatial query functions.

Survey Review Department Committee

Members: Julia Meldrum-Smith (Chair), Al Jeraj, Daniel Gautron, Linda Latham, Bill Buck, Gary Auer, Paul Wyman, Stefan Bazar, Andre Roy, George Bracken, Paul Francis

This report provides an overview of significant activities, discussions, and actions taken throughout the year. It includes key points from the Executive Director's and SRD Manager's reports, as well as recommendations for future steps. The Survey Review Department Committee continues to focus on modernization, education, and regulatory improvements, with a commitment to maintaining the integrity of the profession and supporting the members.

Aims, Objectives and Responsibilities of the Committee:

- The Committee will ensure that the SRD follows its Terms of Reference and Manual of Procedures.
- The Committee will review feedback from the membership through questionnaires, surveys, interviews or any other means deemed appropriate or necessary regarding SRD's review performance and make recommendations to Council as appropriate.
- The Committee will review the Manual of Procedures of the Survey Review Department, and may recommend additions, deletions or amendments to Council as required.
- The Committee will undertake any additional reviews of the procedures/responsibilities of the SRD if directed by Council.

SRD Manager's Report Summary

- **Sticker Sales and Transition:**
 - Physical stickers will be phased out starting January 1, 2025.
 - Sticker sales were 34,460
- **Systematic Reviews and Plans:** 262 systematic reviews have been completed so far in 2024. Half of the reviewed plans have errors.
- **Financial Update:** A motion passed at the AGM to allocate a surplus of \$100,000 over five years to three areas: continuing education, recruitment, and website

development. This allocation will cease once 20% of the SRD operational budget is reached.

- **Digital Submission System:** SRD Manager discussed improvements to the digital file folder structure for electronic submissions, aiming to reject proprietary file formats and flag missing information. The new system should be in place by Q2 2025.
- **SRD manual updates and modernization** plans are ongoing. SRD modernization must occur before updating the manual.
- SRD Manager raised concerns about engineering firms subcontracting cadastral surveyors without proper understanding of regulations. A reminder was sent to members about non-cadastral firms not procuring survey work.
- **Digital Integration:** 80% of firms are submitting plans digitally. Data from IlookAbout (ILA) is being used to track work type, location, and sticker details, providing insights into project selection and geographic trends.
- **Staffing Update:** AOLS Council has appointed Spiro Sinnis as Deputy Registrar / SRD Manager effective January 2025. Current SRD Manger, Paul Wyman will retire March 07, 2025.

SRD Consultants: Drew Annable is retiring after 11 years of service. The committee expressed gratitude for his contributions.

Exit Surveys: Eight exit surveys were completed with mostly positive feedback, though concerns about outdated SRD methods and file transfer issues were mentioned, and one response noted a perceived conflict of interest.

C of R Review Program: Efforts to find a consultant are ongoing to facilitate the initiation of the program. The focus is on developing the program of reviewing C of R firms and their business practices.

Expanding SRD Reviews:

The Committee continues to consider whether SRD reviews should include non-cadastral work. Concerns were raised about potential gaps in oversight if this work is excluded, and a legal review of the regulation's wording was suggested.

The Committee surveyed the AOLS Certificate of Authorization holders on this topic. The Survey Monkey results indicated that:

- SRD currently reviews 60% of a firm's work.

- 70% of respondents are satisfied with the program as it is.

Comprehensive Reviews: 20 (57%) of the 2024 comprehensive reviews have been completed. A recommendation was made to keep comprehensive reviews confidential, especially after inquiries from firms seeking review information after purchasing another firm.

SRD Modernization: The SRD has evolved from a complaints and discipline tool to an educational resource. There is a focus on defining whether SRD's role should be educational or investigative, expanding reviews to include non-cadastral work, and clarifying the SRD's scope and relationship with the Complaints Committee.

Committee Recommendations to Council:

- **Reserve Funds:**
 - **Minimum Reserve:** On the advice of the SRD Manager, the Committee recommended that a minimum reserve of \$140,000 should be maintained.
 - **Reserve Funds Usage:** The committee recommended transferring reserve funds to Council for the following purposes:
 - **Sticker Sales Automation:** To support the redesign of the AOLS website.
 - **Member Continuing Education:** Focused on developing high-quality courses for topics where members typically perform poorly in SRD reviews.
- **By-Law 2024-01:** The committee sent a recommendation to Council for their approval for a minimum purchase of 50 stickers, resulting in By-Law 2024-01.

Next Steps:

- Clarify SRD's role regarding construction layout reviews and public complaints.
- Advance discussions on expanding SRD's educational role and integrating reviews of non-cadastral services.
- Continue the development of the C of R review program, prioritizing member involvement.

Underground Utilities Committee

Members: Peter Lamb (Chair), Natalie Vibert, Paul Benedict, Peter Skuro, James Dorland, Nigel Day, Francis Babu, Alborz Soltankah

The Committee did not meet in 2024, but accomplished the following:

- Presented a preliminary draft of the Underground Surveying Guideline to the North Eastern Regional Group Spring meeting.
- Participated in 6 SUMDEX Meetings. SUMDEX is a large grass-roots organization that plans to promote open source software that will allow for Just-in-time responses to underground mapping information.
- Participated on the Ontario Regional Common Ground Alliance (ORCGA) Board of Directors meeting.