

# Registrar's Report

for 2024

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The Registrar is appointed by Council under Section 3(8) of the *Surveyors Act* and is responsible for administering the Association's statutory activities under the Act. The Registrar's activities focus primarily on the regulatory functions of licensing and registration, complaints and discipline, and unlicensed practice. The Registrar also responds to public inquiries, and represents the Association at meetings with various external stakeholders including with staff of MNR (the Ministry of Natural Resources, AOLS's oversight ministry) and the Fairness Commissioner's office. The Registrar also provides direct staff support to the Complaints Committee and the Academic and Experience Requirements Committee.

In 2024, Penny Connors served as Registrar from January to May. Bill Buck served as the Registrar from May until November, at which time Linda Latham, who was previously appointed as Deputy Registrar in June, was appointed Registrar.

## Licensing and the Academic and Experience Requirements Committee ('AERC')

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The AERC is responsible for setting the academic and experience requirements for licensure. The Committee also assesses individual applicant academic and experience qualifications to determine if requirements are met. If requirements are not met, the committee clearly articulates for applicants where they are deficient and provides a clear path forward. The Registrar and AOLS staff support the AERC by administering the many steps of the licensing process, including facilitating exams, holding information sessions, hosting the professional lecture course, and communicating with applicants and articling students throughout the various licensing steps.

In 2024, the Registrar facilitated four articling information sessions, 23 Statutes examinations, two professional examination sessions in May and November (Oral, Written, and Plan Check exams), and the annual professional lecture course in September.

In response to the legislated removal of Canadian experience as a licensing requirement in late 2023, (under the *Fair Access to Regulated Professions and Compulsory Trades Act*), the AERC and staff developed and implemented a Competency Based Assessment ('CBA') process as an alternative to the requirement to gain work experience by articling in Ontario. While cadastral core competencies have been finalized, as the tool by which surveying experience is measured and assessed, it is expected that the CBA process will continue to be refined in 2025.

## Licensing Statistics

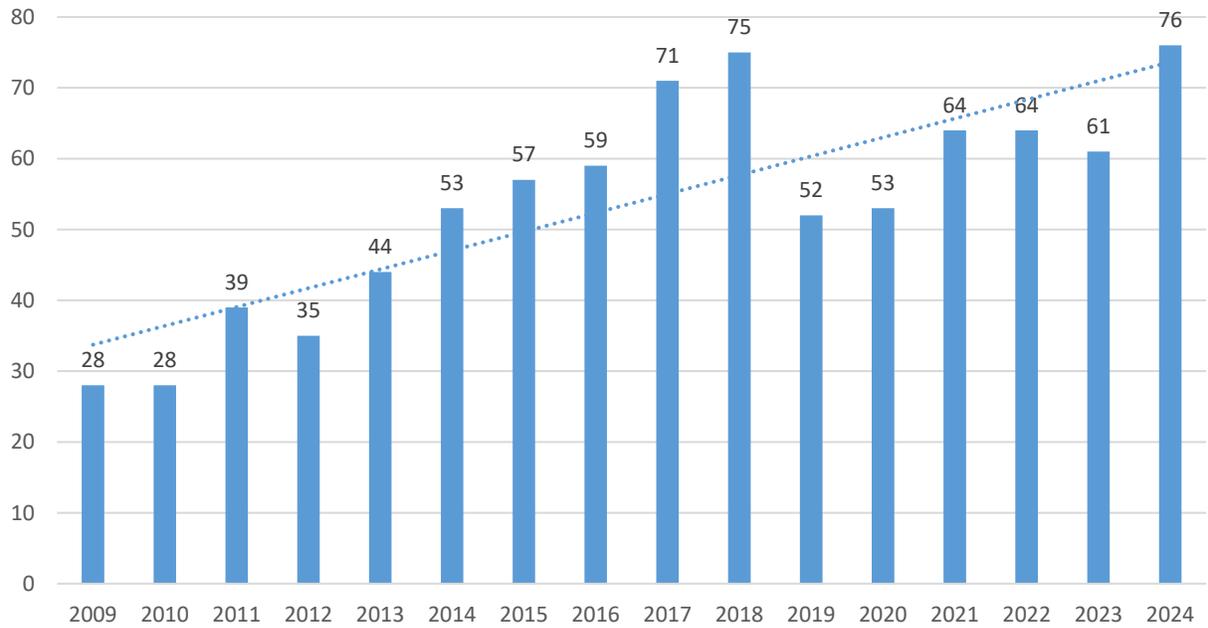
The licensing process commences with an assessment of an applicant's academic qualifications. The AERC processed seventy-six (76) academic evaluations in 2024, of which 34, (or 45%) were for internationally educated applicants.

Thirty-one (31) new applicants entered into articling contracts during 2024. At end of year 2024, there were one hundred and two (102) articling students in total.

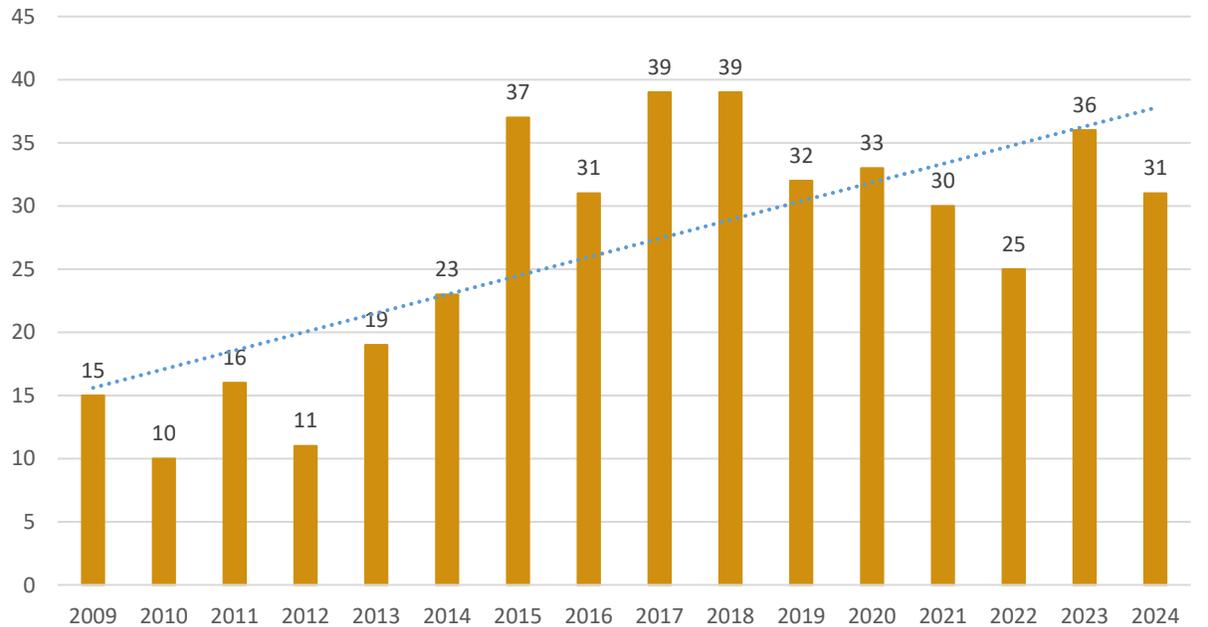
A total of 10 new OLS licences were granted over the course of the year, and no Certificates of Registration were granted.

The following charts show historical trends relating to these statistics.

### Academic Evaluations - representing new applications 2009 - 2024



### Articling Applications Approved 2009 - 2024



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## **Fair Access to Regulated Professions and Compulsory Trades Act ('FARPACTA')**

The AOLS, (as well as all the other non-health regulated professions in Ontario), continue to be subject to requirements pertaining to their licensing processes under this legislation. The AOLS is required to issue and publicly post an annual report relating to its licensing processes, initiatives and annual statistics. The Registrar and Executive Director meet quarterly with Office of the Fairness Commissioner's staff to provide updates on licensing initiatives, compliance with FARPACTA legislation, and quarterly licensing statistics.

The Canadian experience requirement was formally eliminated as a licensing requirement under FARPACTA legislation effective December 2023. Also in late 2023, a requirement was added imposing a duty on regulators to work with their responsible ministers to ensure an adequate continuing supply of professionals in the province. Details regarding the specifics of this expectation are to be rolled out by the Fairness Commissioner's office in 2025.

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## **Compensation Fund**

The Compensation Fund, established under Section 33 of the Surveyors Act, aims to provide compensation for losses incurred by an individual due to dishonesty or incompetence in the professional practice of surveying by a licence holder, for amounts that cannot be recovered through other legal means. During 2024, one application to the Compensation Fund was received and is being considered.

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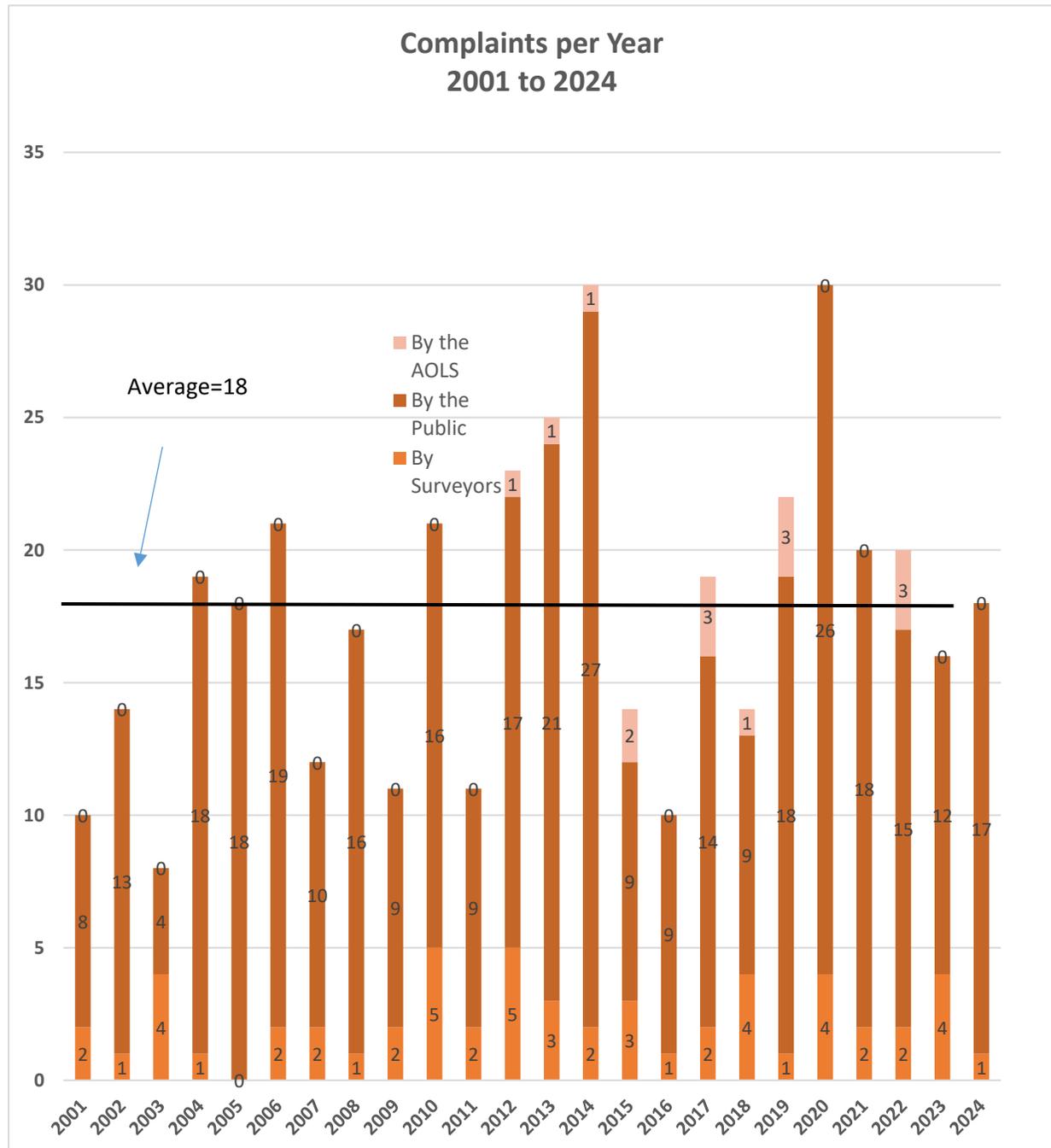
## **Complaint Investigations and the Complaints Committee**

Formal complaints regarding the actions or conduct of a licence holder must be filed in writing with the Registrar. The Registrar acknowledges receipt of the complaint and notifies the member who is the subject of the complaint. The member is provided with a copy of the complaint letter and materials and is given at least two weeks to provide an explanation and supporting documentation in response. The member's response is provided to the complainant, who is also allowed two weeks to make any further response, and the member is also provided with the complainant's second response and allowed to make a final submission. If the Complaints Committee believes that further investigation is required following this exchange of documents, it is carried out. Finally, the Registrar compiles all the information in the complaint investigation file and presents it, without comment, to the Complaints Committee, in as timely a manner as possible. The Registrar also acts as the staff resource to the Complaints Committee and distributes all correspondence and decisions resulting from Committee meetings. The Committee deliberates on all decisions – the Registrar does not participate in deliberations or decision-making. This Committee makes extensive use of their secure area of the AOLS website for the exchange of information, and committee meetings are held using Zoom, allowing members from all areas of the province to easily participate.

Eighteen (18) new complaint files were opened in 2024, compared to sixteen (16) in 2023, twenty (20) in 2022 and twenty (20) in 2021. The Committee held nine (9) teleconference meetings and one (1) in-person

meeting and training session during 2024. Seventeen (17) of the eighteen (18) complaints originated from members of the public and one (1) from a licence holder. There were no Registrar referrals. The Committee issued ten (10) final determinations and one (1) interim decision in 2024. Interim decisions usually request specific action or further response on the part of the surveyor.

Of the ten (10) final determinations issued in 2024, two (2) referred a member to AOLS Council with a recommendation that the matter be referred to the Discipline Committee for a hearing. The following chart shows the total number of complaints per year from 2001 to 2024, the average number over that period being



18 per year.

## **Discipline Committee**

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One (1) discipline file was mediated in 2024, and two (2) discipline hearings were held in 2024. The hearings both proceeded by way of an agreed statement of fact and joint submission on penalty, significantly reducing the complexity, cost, and time required for each hearing.

The role of the Discipline Committee, if directed by the Council to do so, is to hear and determine allegations of professional misconduct or incompetence against any licence holder in accordance with section 26 of the Act; to prepare for the Council's approval rules governing the practise and procedures before a discipline panel appointed under section 26; and to perform the other duties that are assigned to it by the Council.

## **Fees Mediation Committee**

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In 2024, there were no new or active Fees Mediation files.

Unless the Committee considers it inappropriate to do so, the duties of the Fees Mediation Committee include the requirement to mediate any written complaint by a client of a member of the Association or of a holder of a certificate of authorization in respect of a fee charged for services in the practice of professional surveying provided to the client.

## **Registrar's Investigations**

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Section 30 of the *Surveyors Act* allows the Registrar to undertake an investigation where the Registrar believes that there are reasonable and probable grounds that a member of the Association has committed an act of professional misconduct or incompetence, or that there is cause to refuse to issue, or to suspend or revoke a Certificate of Authorization. No Registrar's Investigations were initiated during 2024.

## **Registration Committee**

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The Registration Committee is a statutory committee, created under Section 9 of the *Surveyors Act*, that holds hearings under the *Statutory Powers Procedure Act*. When the Registrar proposes to revoke or refuse to issue or renew a licence, Certificate of Registration or Certificate of Authorization, or proposes to issue one of these subject to conditions, the member or applicant may appeal to the Registration Committee, who must then hold a formal hearing.

Regulation 1026 of the *Surveyors Act* requires that this committee approve applications from members who request to be in charge of more than one survey office.

In 2024, one Registration hearing was held and concluded, in relation to a C of A application.

## **Survey Review Department Referrals**

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In 2024, no firms were referred to the Registrar from the Survey Review Department pursuant to Regulation 1026, S.40(8), subsequent to a Comprehensive Review. In addition, no licence holders were referred to the Complaints Committee during 2024 as a result of a previous Survey Review Department referral to the Registrar.

## **Certificates of Authorization**

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The Registrar is responsible for the issuance and renewals of Certificates of Authorization (C of A). Nine applications for a Certificate of Authorization (C of A) were received in 2024. Seven were issued with conditions, one was granted, and one application was withdrawn.

## **Elections and By-Laws**

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The Registrar oversees the distribution and counting of ballots for voting on By-laws, Regulations and elections to Council. In 2024, By-law 2024-01 (SRD Minimum Sticker Purchase) was distributed to the membership for vote. The vote tally was overseen by the Registrar and two scrutineers who confirmed the by-law passed. No other by-law was passed in 2024.

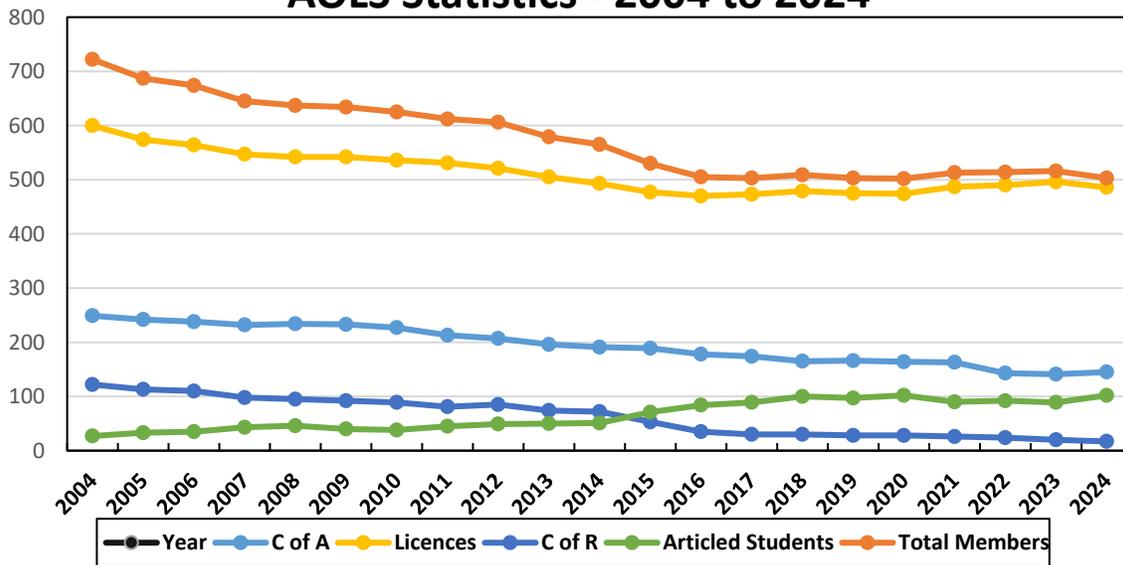
For the 2025 Council, Vice President Saša Krčmar was acclaimed as President and Senior Councillor Natalie Vibert was acclaimed as Vice-President. Peter Raikes and Al Buckle were nominated as candidates for the two Junior Councillor positions and were acclaimed for 2025.

## **Membership Statistics**

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	<b>As of Jan 1, 2025</b>	<b>As of Feb 9, 2024</b>	<b>2023</b>	<b>2025/2024 Change</b>	<b>2025/2024 %Change</b>
Total Membership (Lic. + CofR)	486	498	516	-11	-2.2%
Licenses	469	480	496	-10	-2.1%
Certificate of Registration	17	18	20	-1	-5.6%
Certificate of Authorization	145	142	141	3	2.1%
Retirements/cancellations in the year	22				
New licences issued in the year	10	8	22	2	25%
Articling Students	102	104	89	-2	-1.9%
Retired Members	160	139	115	20	14.4%
Associate Members	51	41	34	10	24.4%

## AOLS Statistics - 2004 to 2024



The above chart illustrates the trends in AOLS membership over the past 20 years, during which we have seen a decline of 19% in the number of licensed members. Total membership during this period has decreased by 218, a drop of 30%. The number of Certificates of Authorization has declined from 249 in 2004 to 145 as of Jan. 1, 2025, a drop of 41%. The number of articling students has risen steadily from a low of 27 in 2004 to the current number of 102.