

MINUTES
COUNCIL OF THE ASSOCIATION OF ONTARIO LAND SURVEYORS
Wednesday, November 27, 2019
to
Thursday, November 28, 2019

Chair:	Al Jeraj,	President	Mississauga	1
	Andrew Mantha,	Vice President	Windsor	2
	Dan Dzaldov,	Past-President	Thornhill	3
	Trevor McNeil,	Senior Councillor	Stratford	4
	Gavin Lawrence,	Senior Councillor	Newmarket	5
	Andy Shelp,	Intermediate Councillor	Ottawa	6
	Anna Aksan,	Intermediate Councillor	Toronto	7
	David Kovacs,	Junior Councillor	Thunder Bay	8
	George Wortman (Day 1),	Lay Councillor	Stouffville	9
	Peter Meerveld,	Lay Councillor	Kitchener	10
	Susan MacGregor,	Surveyor General	Peterborough	11
Staff:	Brian Maloney,	Executive Director	North Kawartha	1
	Kevin Wahba,	Registrar	Vaughan	2
	Penny Anderson,	Recorder	Mississauga	3
Absent:	Miranda Paquette,	Lay Councillor	Ottawa	1
	Colin Bogue,	Junior Councillor	Toronto	2
	Patricia Meehan,	Lay Councillor	Sudbury	3
	George Wortman (Day 2),	Lay Councillor	Stouffville	

1. Call to Order; Reminder of Conflicts of Interest and Confidentiality

The Meeting was called to order at 9am and Council was reminded of the confidentiality of this meeting and to declare any conflicts of interest that may arise.

2. Review Agenda

There are no further additions to the Agenda, and the Agenda was approved.

Motion 19.57 MOVED: Gavin Lawrence SECONDED: Trevor McNeil

BE IT RESOLVED THAT: Council Approve the Agenda as provided.

DATE: November 27, 2019 Chair: Al Jeraj Carried: (Unanimous)

3. Reflection of Thanks

Council held a roundtable of gratitude and shared what they were thankful for.

4. Approval of Previous Minutes/Review of Action Items

Motion 19.58 MOVED: Gavin Lawrence SECONDED: Trevor McNeil

BE IT RESOLVED THAT: Council approves the Minutes from the meeting of October 7th, 2019 as amended.

DATE: November 27, 2019

Chair: Al Jeraj Carried: (Unanimous)

Action Items:

- **Andy Shelp** to provide a technical awards criteria for the next meeting
Andy sent out recommendations to the Regional Group. Their meeting is in January. This will have to come back next year.
 - **Andy Mantha** to revise the final report, with the suggested fees, and come up with a draft of proposed Regulation
Complete
 - **Brian and Kevin** to review Bulletin on Distribution of Old Survey Documents (complete; no need for change)
*The Executive Director (ED) and Registrar has reviewed and there were no changes recommended.
Council discussed case scenarios when dealing with clients regarding old plans, but no further action was recommended.*
 - **Kevin Wahba** to ask the AERC to consider requiring an assignment on the Business Practices.
It has been under development for some time. Kevin has been following up with subject matter experts. AERC did not feel it was a mandatory requirement. One of the EAKS is on business practices. The articling surveyor should ensure that the student has appropriate competency.
 - **Brian** to go back to the Professional Standards Committee and determine their support for moving forward. He was also asked to discuss appropriate access directions with the Continuing Education Committee and report back to the next Council meeting with a recommendation.
It's complete and on the current Council Agenda
 - **Brian** to add website to the Agenda *(Complete on the Agenda)*
 - **Brian** to respond to PSC regarding the licensing of "P.Surv" *(Complete)*
The ED wrote to PSC and stated the AOLS position.
 - **Brian** to draft a one-page document of what a participant to disciplinary mediation should expect *(Complete)*
5. **Financial Information – Investments**
*We took a slight drop. We are still up 7.7%.
The insurance funds have done well and we have a fair amount of profit in our Insurance Account that has not been committed. There was some discussion about the amount of funds that should be retained by the AOLS. There is some risk to the AOLS that needs to be considered. We need to ensure we can deal with the potential loss of insured members since the AOLS is liable for the entire bill.
We should consider migrating further funds from the bank account which is paying 1.9%. There was discussion about where the profit on the insurance fund should go. On one hand it is the result of moneys paid by firms that are putting money into the insurance program. On the other hand, the Association would be liable for any losses and it could be argued should be entitled to some of the reward for their risk. These are restricted funds that we cannot use for normal business operations of the Association. We should have a policy around this to be transparent. We need a better understanding of the liabilities associated with these funds. Mark Sampson provides a report with a breakdown of outstanding holds on cases.*
ACTION ITEM: Brian to initiate a review of the insurance liabilities and have a discussion regarding our policy related to addressing insurance surpluses at the next meeting.

Financial Statements

Brian noted that the membership fees were down from the previous meeting since we have Associate Members that have not renewed and likely will not. They were invoiced, which was included as revenue, but that is now being reversed. He noted some pressures: overlapping salaries and the ODCC Budget that was expected for this year was received last year. We also had funds that were set aside but not used such as dealing with the Constitutional Challenge and some of the Council discretionary funds. Overall we are aiming for break even. He noted that we have a significant inventory of Great Lengths book that we are not likely to sell. He is recommending that we write off a portion of those.

Decreasing revenue for SRD was discussed.

6. President's Report

Since the last Council meeting, the President was in Nova Scotia.

Ontario had brought up issues with GeoEd and our inability to import CPD records.

It was suggested we change our 3 year rolling cycle to a yearly cycle, which has been part of the problem. We are persisting with them in our current form for the time being.

In Saskatchewan, their Practice Review Committee is dealing with issues regarding unauthorized practice.

ACLS is trying to add a new lay person. They are facing some challenges.

Newfoundland is going into their strategic plan.

ACTION ITEM: Brian to share Ontario's Strategic Plan with other EDs

Nova Scotia hired a new ED in November who's not a surveyor.

New Brunswick is revising their Act. It should be passed.

Alberta ran into some challenges with selling posts, which helped fund their peer review and a mediation programs. It was being done under a Minister's order and the Director of Surveys removed that requirement, which would have cost them about \$600k annually. They met with the new Deputy Minister and the order was reinstated. They continue to work on their relationship with government.

The expense of Presidents' travel across the country was discussed. The presidents agreed this was an individual Council decision. It's up to the current President if he/she prefers to attend the AGMs and it's not mandatory. This is included in our budget but may have to be reconsidered in the future. One suggestion is that they let delegates cover their costs at AGMs, which would take some of the burden off small associations. Ontario did not want to be seen as a leader in this conversation.

7. Land Registry Office Searching Proposal

The original proposal was agreed to in 2011. It was to update of the Land Registry Office Title Searching for the Land Surveyor Instructor's Manual prepared by Izaak de Rijcke. It was to compile and develop the content but was not to create a textbook. There were additional stages identified in the proposal. Intellectual Property was not addressed in the initial contract.

There is clearly a need for reference material and training with respect to the specialized searching performed by surveyors. The current proposal from Four Point Learning (4PL) and Anne Cole includes addressing the intellectual property; developing, organizing and loading the material into a learning management system (LMS) that can be used for training and as a reference; hosting and maintaining the content on the LMS for three years; and developing and providing introductory training.

The Chairs of the Continuing Education Committee and the Professional Standards Committee met with Anne to review the content and discuss best methods for delivering the content. They

saw the value in the content and providing it an LMS. They agreed with moving forward with the proposal. This was also considered by Professional Standards Committee as a whole, who also agreed with proceeding.

Council wanted to ensure that the AOLS had appropriate Intellectual Property provisions to allow it to provide the content to its members and their staff now and into the future (i.e. it needs to address this beyond the 3-year term of the proposal). They recognized that the content will be used for other purposes by 4PL (e.g. Survey law courses) and did not object to that. The AOLS actually benefits from other users of the system since they will help drive updates.

There were questions about who would provide courses. 4PL proposed that the system would be open to other OLS's to act as instructors.

Council also discussed recovering some of these costs through future CPD and noted this should be considered as we move forward. Brian noted that we are hoping to include a session at the AGM and AGM funds will help offset that.

Council also discussed where we should go in terms of a Learning Management System but did not conclude on any directions.

Motion 19.54 MOVED: Andrew Mantha SECONDED: Susan MacGregor

WHEREAS a substantial amount of land registry office searching material has been amassed;

AND WHEREAS Council desires to have this material made available to the membership through direct access and through courses

BE IT RESOLVED THAT: Council accepts the proposal from Izaak de Rijcke and Anne Cole to reorganize the content, ensure that the AOLS has appropriate intellectual property rights in perpetuity to be able to provide the content to its members, employees and associate members at no additional cost to the AOLS, host it in a fashion suitable to meet the AOLS needs and provide overview training material.

BE IT FURTHER RESOLVED THAT: The Executive Director be authorized to enter into an appropriate contract with 4PL.

DATE: November 27, 2019

Chair: Al Jeraj Carried: (1 Abstain)

8. Staff Reports

- **Executive Director**

The Report was posted for Council to review.

Brian discussed the meeting of the Executive Directors (EDs) that took place in Nova Scotia. They had a discussion around the national MOU on collaboration that we are prepared to sign. They believe that the EDs are well suited to representing the interests of the MOU. Sue noted that CCOG came out with an MOU that sounds similar to this one.

He discussed the CNAR (Canadian Network for Agencies for Regulation) conference he attended in Quebec. The event was attended by over 550 regulators from across Canada and had a variety of plenary and concurrent sessions ranging from changes occurring to how to conduct proper investigations. He attended a pre-conference workshop on what makes a good Regulator. We have a lot to learn from the other

regulators. An article will be in the next OPS magazine. He suggested that we should go to this event on an annual basis.

Brian met with the Deputy Minister. It was a good meeting. He stressed the importance of the relationship between MNRF and the Association and our support of the Ministry. He expressed some of his concerns and most seemed well received. She was very engaged and may attend our AGM.

Motion 19.59 MOVED: Dan Dzaldov SECONDED: Andrew Mantha

WHEREAS Council agreed that the President should sign the Professional Land Surveyors Partnership in Statutory Governance.

BE IT RESOLVED THAT: Upon signature of the Professional Land Surveyors Partnership in Statutory Governance, Brian Maloney be appointed as Ontario's representative.

DATE: November 27, 2019

Chair: Al Jeraj Carried: (Unanimous)

- **Registrar**

We had sittings for the Professional Exams last week.

There was a rollout of the AERC new plan checking component in the exam.

We received good feedback from the students.

We have two students to be sworn-in on Friday as well as a candidate from Alberta, through the Agreement on Internal Trade.

Mark Tulloch's term is ending for AERC at the end of this year.

Al Buckle is recommended as Chair and Sean Hodgson should be added on AERC.

There were 2 new complaints and 1 new fees mediation issue.

Nothing has changed since 2014, except the plan checking questions.

CBEPS, did a mock trial of some evaluations, and AERC felt they were a bit vague.

For the most part, they did not address specific courses and only requested additional information. It was suggested to get back with in touch with JC at ACLS to determine if we can improve this.

The Registrar is in the process of working with CBEPS into expanding their syllabus.

AERC is trying to expand our syllabus outside of York and Ryerson.

One of the reasons we joined CBEPS is to help further the Online University initiative.

The institutions have agreed to move forward with some caveats.

- **SRD Manager**

Good news - they will likely break even.

Stickers are down but they were able to save on consulting costs.

They are now down to 44 open files from 70 where they started this year.

They are losing one of their consultants at the end of the year and will go out with a formal Reach bulletin to find additional resources.

Council discussed raising the sticker price or looking at other mechanisms to fund the SRD. It was noted that they have a reserve fund that can fund shortfalls in the near term.

9. Commission Reports

Commission reports were posted for Council to review.

Expanded Profession Task Force has not been active lately.

The Municipal Surveyors Committee raised a concern about a municipality posting a job add looking for a technician to perform boundary surveys. The Registrar followed up with the

Municipality and received a response from them; they apologized and agreed to take the posting down.

The municipal surveyors committee had a meeting and discussed how to disseminate info to municipalities. They would like to send out letters to all municipalities letting them know that only OLSs can determine boundaries. They would like to reach out to AMO and bring up this issue.

Andy M. Report

Complaints Review Councilor expressed to Kevin Thom that her OIC will not be renewed. She is still functioning until she is replaced or resigns.

Digital plans met yesterday

There are some recommendations and practices in the document.

It is a good summary for consideration for companies around releasing cad files and recommends involving a lawyer.

Council was asked for feedback before this is distributed to the Membership a week from Friday.

It has been pointed out that the Title can be misconstrued for releases going to the LRO and the document was updated.

This is purely for situations where clients require CAD files.

There was a question as to whether it would be appropriate to hire a lawyer to create a boiler plate disclaimer. No decision to proceed in this direction was agreed to.

Ultimately, it will end up on the Practice Manual.

10. Surveyor General's Report

The SG was present at the meeting with the Deputy Minister and had provided a pre-brief to her. The Deputy Minister has committed to come to the AGM, but will sort out morning or afternoon attendance and some logistics.

Surveys Act has to get looked at.

The MNRF ran a competition for a Coordinator position and there was some interest.

They will go out shortly again to look for a Project Surveyor.

They are looking at the shortage of surveyors within Government.

11. Strategic Plan Review – Next 120 Plan

We have some actions in the Education Front.

The ED and the Deputy Registrar met with SSF College to potentially establish a new surveying program. They discussed making it a graduate program. They have a GIS Application course and this might be a good fit where students were not successful in finding GIS employment.

The Dean was put in touch with the GRLC to help with curriculum development.

If this proceeds, they would be aiming to start a year from this September.

The Regulation update is in reasonable shape. The Chair is trying to schedule meetings with the remaining Regional Groups in January. We need to get this on the January 28th Council meeting agenda for approval in order to meet the July regulation change window. Brian noted that once Council approves the proposed changes, it then goes to MNRF who works with their legal counsel and Legislative Counsel to finalize wording. It then comes back to Council for approval and then has to be ratified by the members before moving forward for regulatory approval.

Increased Awareness is on track with the exception of the Municipal surveyors matter, which is a work in progress.

We have made good progress on risks management and it's on the agenda.

Overall, we are reasonably on track with our Strategic Plan and are moving in the right direction.

12. Risk Management Summary – Next Steps

Based on the summer meeting where we identified the highest priority in terms of public harm, we have set a series of actions. The tracking sheet is color coded by status.

Under construction errors most items are on track:

- *Check list related to construction*
- *Insurance Presentation at the AGM*
- *SRD Committee considering construction reviews*
- *Training regarding GPS.*

We have not started the compensation survey for technical staff and need further business practice training setup.

Under inappropriate service to the public the AERC is developing a business assignment as part of their EAKs and the Executive Director did prepare a discussion paper on research inhibitors. We have yet to initiate training on time management and scheduling; a session on succession planning and changes from AERC are still under consideration.

Under boundary differences the Professional Standards Committee has initiated work related to field notes and Council continues to address Fair Fees for Field Notes. We have met with Sir Sandford Fleming about the potential survey program. We have not yet started addressing party chief courses.

The question is do we carry on, or do we go further, and pick up another issue, or do we start driving this at an operational level.

At some point, we do want to drive this down to an operational level but we also need to remember this is a multi-year approach.

It was pointed out that going too big across the board will most likely result in failure.

After discussion Council agreed to move forward on a risk management approach for Council and the Survey Review Department.

ACTION ITEM: Brian to make the SRD Committee aware of this and move forward with a review of Council.

13. Fair Fees for Field Notes Task Force Update

At the last meeting the Task Force was to look for wording for the Regulation and the Bulletin Although there are many clauses in the Surveyors Act that could apply, the specific authority for a regulation in this regard was not clear and it was suggested that we consult legal counsel before trying to amend the regulation. It is clearly in the public interest that this issue be addressed.

There are several drivers (e.g. our requirements to perform adequate research, the Surveys Act that requires members to keep field notes and share them for a reasonable charge) and we should at least move forward with a bulletin.

A draft bulletin was provided and considered. Significant discussion occurred on the wording, what should be included, costing, and upset limits. It was noted that this needs to be reviewed from a public perspective rather than from a surveyor's. With no easy answers forthcoming, Council was asked to reflect on this overnight and this item was tabled until tomorrow.

14. Committee Updates

- A Motion was read regarding Terms of Reference for the Committees, and also a Motion on changes of Membership.

Motion 19.62 MOVED: Andy Shelp SECONDED: Susan MacGregor

BE IT RESOLVED THAT: Council changes the name of the University and College Student Liaison Committee to the University and College Liaison Committee.

AND BE IT FURTHER RESOLVED THAT: Council accepts the revised terms of reference as included with Council material for the Geomatics Recruitment & Liaison Committee, the Public Awareness Committee and the University and College Liaison Committee.

AND BE IT FURTHER RESOLVED THAT: Council considers the work of the Digital Plans Task Force to be complete and therefore winds up the Task Force, and directs the Executive Director to send letters of thanks to the members of the Task Force.

DATE: November 27, 2019

Chair: Al Jeraj Carried: (Unanimous)

ACTION ITEM: Brian to send letters of thanks to the Digital Plans Task Force members.

Motion 19.63 MOVED: Andy Shelp SECONDED: Susan MacGregor

BE IT RESOLVED THAT: Council approves the following changes to Committees:

Al Buckle be appointed as Chair of the Academic and Experience Requirements Committee effective January 1st, 2020;

Mark Tulloch be thanked for his service and be removed from the Academic and Experience Requirements Committee effective January 1st, 2020;

Shawn Hodgson be appointed to the Academic and Experience Requirements Committee effective January 1st, 2020;

Laura Gibson be appointed as Chair of the Survey Review Department Committee effective immediately; and Andrea Tieman remains on the Committee; and

Dean Dunlop be appointed to the Municipal Surveyors Committee.

DATE: November 27, 2019

Chair: Al Jeraj Carried: (Unanimous)

15. Record Retention Update

We added a category for the supporting materials for Complaints and Discipline decisions, which was not included in the first policy. It was proposed keeping this material for 2 years following the final decision. This would meet the requirements under the Limitations Act. Council wanted to extend that to a 5-year period and the policy was amended.

Motion 19.64 MOVED: Gavin Lawrence SECONDED: Dan Dzaldov

WHEREAS: Upon implementation of the Record Retention Schedule it was noted that a category for supporting material related to Complaints and Discipline was not included,

BE IT RESOLVED: The record retention schedule as updated be adopted.

DATE: November 27, 2019

Chair: Al Jeraj Carried: (1 Abstain)

16. Update to Register to accommodate Teraview

When surveyors move to E-Registration they will require a digital signature/token. As part of the process Teranet must verify that they are a licensed surveyor. The AOLS has provided Teranet with a list of members' names but unfortunately many names on our register are not the official legal names of our members. When Teranet attempts to authenticate a member and they show their official identification, it does not match our list provided. At that point they are denied, and a manual approach has to be taken requiring additional time for our members and Teranet. The AOLS register was not created and maintained with members full legal names (although they do match in many cases).

The Executive Director would like to provide a window for members to request an update to the register with their official legal name. The office is prepared to modify the database to maintain a colloquial name as well for other communication purposes.

Council agreed with the approach.

ACTION ITEM: AOLS Office work out a process for properly adding legal names and will send out a notice to the membership.

11. Discipline *Council considered two referrals for discipline and these are intentionally not included here.*

Adjournment for Day – November 27

November 28

17. Unconscious Bias (Video)

Council viewed a video about Unconscious Bias. It was noted that most of us have some form of unconscious bias that can result in unintended decisions and actions if not properly considered and addressed.

The ED presented Council with a chart on gender disparity within the membership.

We have 103 Articling Students, predominantly male, 88%.

The membership is predominantly male, 93% male.

Our committee make up is reflective of our overall membership, 93% male.

How do we make sure that we move to System 2 (rational) thinking and not let our unconscious thinking impact us? We should consider our committee selection, AERC processes, etc.

We have no data on visible minorities. Should we be collecting some of this data?

We want to at least think about this, and use this.

We do make efforts to try and balance our numbers.

Our promotional material can be gender neutral.

It is important for our Members to see something like this at our Annual Meeting and this should be considered for a future meeting.

Council is encouraged to take one or more of the Implicit Association Tests to understand their personal biases.

18. Budget Review

The current year projections looks like we're 10K in the red by the end of this year but this includes 45K in Great Lengths Book inventory reductions. We are not selling these and they represent over \$100k in inventory in our finances.

We are over salary, primary related to overlap from Bill and Kevin, and Blain and Brian.

There was a change in the way we deal with expenses that should have been taxable benefits.

We never got the \$75K in revenue budgeted from ODCC which was received and accounted for last year.

There's a budget for the Constitutional Challenge that we did not spend this year and are not expecting to next year either.

Overall the budget is running a slight deficit mostly due to a significant deficit for the Survey Review Department.

We lowered the revenue side on SRD, based on low sticker sales this year, which are not expected to increase. We would have to go through a by-law to increase sticker fees.

We do have a surplus that was amassed through sticker sales, which can easily tolerate a deficit. We had new 35 files this year but are looking at 57 files next year.

We continue to drive that down the convenience fee on Credit Cards.

The AGM will have three methods for payment to register. There were questions about the extra effort of not using credit cards. It was agreed to raise this with the AGM committee.

We ran a deficit on some publications, for example the Annual Reports.

The Quarterly is not as bad since it generates revenue through advertising.

We show the AGM as a break event but we're tracking slightly positively.

In terms of Committees, not much has changed

Some inactive committees who carry \$500 were moved to \$100.

PAC has requested a lowered budget.

The AERC is up. They came back asking for \$33K. We have several FARPA requirements outstanding that need to be addressed: doing a Psychometric analysis to ensure that our examinations are fair and having bias training. We received a quote from a subject matter expert from the CNAR conference for the psychometric analysis, but it was higher than anticipated.

We need to get additional quotes. We need to meet the FARPA requests.

Website costs will go down since the bulk of the build should be finished but we likely still have expenditures next year.

Office Supplies have gone up.

Phones may need to be replaced which will cost approximately \$9K but that will be capitalized over 3 years.

Software costs have gone up. We instituted regular daily offsite back-ups and have upgraded some software.

We currently have \$500 for all staff training which is very light and we have suggested increasing that. We can benefit from supporting our staff for continuing education.

CEC asked for 30K but this is net zero since we operate most training to break even. The Geodetic Picnic is usually a small net-gain. We have a \$3K loss overall which includes the GoToMeeting and continuing education subscriptions, ie. Webinars.

We left Legal General as is.

We spent 6K on chimney repairs this year but the building continues to need work. We have left the budget as is.

What's our plan related to accessibility requirements for this building? We will look into it from legal perspective.

ACTION ITEM: Brian to look into the legal requirements for accessibility for the building.

There were questions as to a maintenance reserve fund for office building. We have none, but if we do renovate that can be a capital expenditure. We do have significant value in the building.

Discipline Costs show a \$40K cost recovery.

We have a grand total of \$140K in budgeted Discipline.

There were questions about the number of lines of discipline. These 14 are carry forwards that have come from previous years. Some of them will get cleared off. There is a trailing worth of 3 years of discipline which accounts for the number of lines.

Council Special Project still has the \$100K it is suggested to drop it to \$75K so that we balance the budget.

Motion 19.66 MOVED: Trevor McNeil SECONDED: Dan Dzaldov

BE IT RESOLVED: That Council approves the 2020 Budget as presented and amended.

DATE: November 28, 2019

Chair: Al Jeraj Carried: Unanimous

19. Website Review Process

The first platform of the website is being created to be from a Public Focus perspective. We also tried to eliminate duplication of information. The new website will have more consistent formatting, unlike our existing site. It will have a simpler layout.

There will be limited use of PDF or other self-contained files, thereby improving search results from Google, etc. since PDF contents don't show up in a search engine.

There will be a separate Members portal. We are moving some of the content from our current site but that has yet to be completed. There are significant privacy controls on the Member side.

For the roll-out, we will start with basic content and would like to do some User Acceptance Testing. We want some independent, non-surveyors to participate.

We will have some key committees test the Members Portal.

We would like to do a soft-launch before officially announcing it. This will allow the external search engine we are using to crawl the site, which will provide better search returns.

We will release the website in increments.

We will have to put some type of approval processes in place to add new content.

We will normally post content to the staging server before promoting it to the live production server.

We did not get as clean of a port as we had hoped and did run into a few bugs that we still have to get resolved.

We will have to make a call on whether or not to include CPD in the next couple of weeks.

We would prefer a map search for the Find a Surveyor tool.

We are still struggling with the images.

The ED showed Council a preview of the Public facing side of the website.

One of the things we have yet to build is the official Register. We have to put that in place.

Information on a member will appear, which includes a discipline action or conditions or limitations on their license or registration.

It was suggested to change Internationally Trained from International Applicant

It was suggested to minimize the use of Acronyms to lessen confusion by the public. Consider adding AOLS beside the logo.

It was suggested to have nodes to add icons for social media link.

Becoming a Surveyor – we should add expected salary information. We can add the Salary Study in Careers in Surveying.

The ED demonstrates the Members Portal tool, such as creating a post, attaching files to a post.

We are hoping to launch by the AGM

ACTION ITEM: The ED to send Sue a link for her Communications expert to review once we have a better draft.

20. Fees for Field Notes (Continued)

After an evening of thought, it was suggested to consider getting a subject matter expert to look at the processes and records and to make recommendations including identifying costs.

This would likely be someone with records management skills and economics knowledge and would be independent from surveyors.

There was discussion about amending the Bulletin stating 'not to exceed cost for searching, retrieval, reproduction, and transmittal.' but no agreement was reached.

Arm's length empirical evidence would fortify Council's decision but unfortunately will result in a delay to find an independent expert and complete the work.

It was suggest to consider the Bulletin as part of the description in the terms of reference.

Motion 19.67 MOVED: Andy Shelp SECONDED: Susan MacGregor

WHEREAS Council wants an independent opinion as to reasonable costs for providing survey records

BE IT RESOLVED: That Council directs the Executive Director to develop and execute a request for proposal for an independent consultant to determine reasonable costs for providing survey records based on the existing bulletin related to provision of survey records.

DATE: November 28, 2019

Chair: Al Jeraj Carried: (1 Abstain)

Meeting adjourned at 12:34 PM

DRAFT