



THE ASSOCIATION OF ONTARIO LAND SURVEYORS

COUNCIL MEETING MINUTES

September 6, 2023 – In Person and Conference Call, Nottawasag Resort, Alliston, ON

Present

David Kovacs, President
Amar Loai, Vice-President
Andy Shelp, Past President
Ron Berg, Senior Councillor
Saša Krcmar, Senior Councillor
Natalie Vibert, Intermediate Councillor
Sophie Côté, Intermediate Councillor
Daniel Gautron, Junior Councillor
Robin Fleguel, Junior Councillor
Martha George, Lay Councillor
James Hunt, Lay Councillor
Peter Meerveld, Lay Councillor
Doug Pierson, Lay Councillor
Bruce Clark, Surveyor General

Staff

Al Jeraj, Executive Director
Penny Connors, Registrar (joined for Discipline matter only)

Guest, Day 1

Mark Sampson

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

The meeting was called to order at 9:08 a.m.

D. Kovacs, President, provided a land acknowledgement prior to the start of the meeting.

Council was reminded to declare conflicts of interest and maintain the confidentiality of this meeting.

2: Approval of Agenda

The agenda was distributed prior to the Council meeting. No new items were added; a motion was called to approve the agenda.

Motion 23.115 MOVED: Robin Fleguel SECONDED: Ron Berg

BE IT RESOLVED THAT Council approves the agenda.

DATE: September 6, 2023 Chair: David Kovacs Carried: (Unanimous)

3: Consent Agenda

- Staff Reports
 - Executive Director
 - Registrar
- Approval of Previous Minutes
- Financial Reports



A Consent Agenda was circulated prior to the meeting. No comments were provided.

Motion 23.116 MOVED: Peter Meerveld SECONDED: Sophie Rose Cote
BE IT RESOLVED THAT Council approves the minutes from the meeting of July 13, 2023.
DATE: September 6, 2023 Chair: David Kovacs Carried: (Unanimous)

4: Introduction of New Lay Councillor

Bruce Clark facilitated the introduction of Council and the introduction of new lay councillor Doug Pierson. Council was very pleased to have Doug appointed by the Lieutenant Governor in Council.

5: Action Items

Al Jeraj is working on the policy to address change in class of membership and hopes to bring the policy to Council in October. He will present the late fee policy to Council as a separate agenda item.

The O.L.S. ring concept is being driven by member Gerard Smith. Gerard Smith has reached out to Professional Surveyors Canada to discuss the idea.

6: President's Report

D. Kovacs provided an update on his travels and learnings from attending other provincial land surveying association meetings. His next meeting is in Quebec.

D. Kovacs also brought up the topic of Regional Groups and wanted to poll Council on how they felt about supporting the Regional Groups. Council was supportive of Regional Groups as they provide a forum for learning and networking. As an example, Eastern Regional group has an educational day where industry stakeholders are brought together to give presentations and seminars.

Council suggested that annual meetings be held with the Regional Group chairs at the beginning of the year to discuss goals and identify topics of interest.

Action Item: Al J to develop talking points after each Council meeting to present at Regional Groups.

7: Surveyor General's Report

B. Clark, Surveyor General, presented his report to Council. Lay Councillor Martha George is re-appointed for 3 years. MNRF announced a new Deputy Minister Drew VanderBuim.

Hasan Ibrahim joined Crown Land Surveys section as a Crown Surveyor on a 6-month acting assignment from Geodetic section at MNRF.

Digital Submissions for Crown Land Plans is ready to be rolled out in conjunction with the LRO.

The office is also involved in updates to the Ontario Geographic Names Board Act.

8: Insurance Report

Mark Sampson joined online to provide Council with a report on Insurance.



Mark provided an overview of how the policy works and also provided some statistics on the number of firms participating in the policy, claims, and premiums.

The policy covers all work performed by a firm and currently, the minimum coverage for liability is \$1M. Given that the value of land has significantly increased over the years as well as the cost to remediate any damages should a surveyor be found at fault, Council wanted Mark to determine what the effect is to the members should Council raise the minimum liability to \$2M.

Action Item: Al Jeraj to provide recommendations on the Insurance Program at a future Council meeting.

9: Construction Guidelines

A question was raised by members as to whether the Association should publish a guideline on construction layout as it is not an area that falls under Regulation.

Council discussed the matter and the following outcomes were agreed to:

1. Rename the document to “Suggested Best Practices”
2. Review all the “Guidelines” under the Resources area of the webpage and redesign them to have a consistent appearance.

Council felt that the preamble on the website was enough of an indication to the public that the documents are not authoritative but are suggested best practices.

Action Item: Al Jeraj to rename the Construction Guideline document to Suggested Best Practices for A Surveyor on Construction Projects.

Action Item: Al Jeraj to work on editing the documents in the Resource area of the website to have a consistent appearance.

10: Ontario Professional Surveyor’s Magazine

The issue of whether AOLS should continue to publish The Ontario Professional Surveyor’s Magazine (OPS) was discussed. Staff who used to publish the magazine and drive the collection of articles are no longer with AOLS or are going to retire soon. Therefore, it was discussed if it was worthwhile spending resources on a paper publication when all of the content could be delivered in a digital format through Insight at no cost to the membership. Publishing the OPS is costly to the Association.

There are companies who could administer a digital version of the magazine and also include non-survey related material such as Health and Wellness, Technology, etc, but that would come at a cost.

A jurisdictional scan was completed for all other provincial surveying associations and some other Ontario regulators and most do not publish a magazine or they publish digital content only. Very few still publish in paper.

It was agreed that the paper version of the OPS be discontinued but that Al Jeraj follow up with our sponsors to determine how they can still participate in advertising opportunities on the website. It was



also agreed that the membership be polled to determine what type of content they would like to see on Insight.

Action Item: Al Jeraj to work with the Marketing and Recruitment Committee to determine the best way for future communication with the membership which may include sending out a survey monkey to the membership asking them what type of content they would like to see on Insight.

Action Item: Al Jeraj to discuss advertising opportunities on the website with existing OPS sponsors.

Motion 23.117 MOVED: Saša Krcmar SECONDED: Daniel Gautron

WHEREAS: The Council has considered the Publication of the Ontario Professional Surveyor Magazine Policy as presented.

AND WHEREAS: Council would like the Marketing and Recruitment Committee (MRC) to present recommendations on future communication and marketing strategies.

BE IT RESOLVED THAT: That Council agrees that the paper version of the Ontario Professional Magazine cease and that the MRC provide recommendations on future communication and marketing strategies.

DATE: September 6, 2023 Chair: David Kovacs Carried: (2 against – Bruce Clark and Sophie Rose Cote)

11. Committee Assignments

Al Jeraj presented the new Committee Assignment spreadsheet to Council. New lay Councillor Doug Pierson was appointed to the Discipline Committee and to the Fees Mediation Committee. As well, Juan Zapata was accepted as Sergeant-at-Arms for the Annual General Meeting (AGM) and Paul Benedict was accepted as chair of the AGM Committee.

Motion 23.118 MOVED: Martha George SECONDED: Peter Meerveld

WHEREAS: The Surveyors Act requires that Councillors appointed by the Lieutenant Governor be appointed to Statutory Committees, therefore,

AND WHEREAS: Doug Pierson was appointed to the AOLS Council on August 10, 2023 by the Lieutenant Governor in Council.

BE IT RESOLVED THAT: For the remainder of the 2023 Council term, Council appoints Doug Pierson to the Discipline Committee and the Fees Mediation Committee.

BE IT FURTHER RESOLVED THAT: Council approve the Committee Assignments as presented.

DATE: September 6, 2023 Chair: David Kovacs Carried: (Unanimous)

12: Late Fee Policy



Al Jeraj presented the Late Fee Policy to Council. Some members pay their fee late every year which causes undue effort from staff including the Registrar to chase the members for payment.

In an effort to encourage members to pay their fees on time, the recommendations from the policy included setting a 15% penalty for any outstanding fees. This would require a change to Bylaw 2015-01.

Council accepted the policy on the basis that the rationale for the policy be presented to the membership at Regional Group meetings or through a webinar.

Motion 23.119 MOVED: Saša Krcmar SECONDED: Robin Fleguel

WHEREAS: Council has considered the Late Fees policy as presented.

AND WHEREAS: the Policy recommends a new bylaw for member confirmation.

BE IT RESOLVED THAT: That Council approves the policy and accepts the recommendations within it including the proposed by-law.

BE IT FURTHER RESOLVED THAT: Staff introduce the proposed bylaw through webinars or Regional Group presentations and after, the proposed bylaw be sent to the membership for confirmation.

DATE: September 6, 2023 Chair: David Kovacs Carried: (Unanimous)

13: Proposed Budget

Al Jeraj and Sasa Krcmar (Finance Councillor) presented a draft budget to Council. The budget proposed a deficit for the 2024 fiscal year due to the following:

- Modernizing the office by scanning all paper files
- Consultant fees to meet OFC requirements and to aid in the registration project
- Upcoming Discipline Hearings
- Marketing Efforts
- Strategic Planning

A final budget will be presented at the next Council meeting for acceptance as well as a motion to increase fees over the next three (3) years by 5% each year.

Sophie Cote Rose had suggested that the Associate membership category should be made more accessible.

There were suggestions on how to increase revenues such as collecting 3 years of fees upfront, but those are more appropriate to be had during strategic planning sessions.

Action Item: Al Jeraj to finalize the budget and communicate to the members the proposed fee increase as well as the proposed change to Bylaw 2015-01 as per the late fee policy.

Action Item: Al Jeraj to work with Sophie on wording for the Associate membership.

14: Strategic Planning



Al Jeraj has been in contact with two firms that provide strategic planning. Traditionally, Council has developed a strategic plan over a 2 day period. This time, Council would like a more focussed approach and have mini-strategic planning sessions for the top priorities and then an overall one to bring the plan together.

A subgroup of Council was identified to participate in identifying AOLS's top 5 priorities. The members include Sasa Krcmar, Bruce Clark, Robin Fleguel, Sophie Rose Cote, Martha George and James Hunt.

Action Item: Al Jeraj to organize a meeting with the sub-group of Council to identify AOLS's top priorities.

15: NOC Codes

Al Jeraj provided an update to Council on National Occupational Codes (NOC) that are used by both the Federal and Provincial governments to advise the public on potential job prospects for all professions in Canada. The NOC code and related information was found to be inaccurate. Al has had meetings with the government staff to update their information.

Council will be kept informed of progress on this matter.

16: Marketing Plan

Al Jeraj has been in contact with approximately 5 marketing firms to develop a comprehensive marketing plan for the Association. Of the firms that were engaged, one has sent in a proposal, while the others are expected within the next few weeks. Upon receiving all the proposals, Al will work with the Marketing and Recruitment Committee to provide recommendations to Council.

17: Fair Fees for Field Notes

Sasa Krcmar declared a conflict.

Discussion took place around the existing bulletin and whether it needed clarification as some members are experiencing difficulties obtaining records for a 'reasonable' fee and feel that other members are not following the spirit of the bulletin.

Discussion also took place on whether the bulletin should be moved to a bylaw but Council did not land on a decision.

It was decided that more research was needed to determine what information drove the updated bulletin in 2022. It was also decided that Al Jeraj should develop recommendations for Council to consider on providing clarity to the bulletin.

Action Item: Al Jeraj to provide recommendations on how to provide clarity to the existing bulletin.

18: Discipline Matter

Minutes of this matter are restricted to Council and are not available for public consumption.

Of note, James Hunt, Doug Pierson and Amar Loai left the meeting before the matter was discussed as they are members of the Discipline Committee.



Of further note is that Natalie Vibert abstained from voting on the motion and did not contribute to any discussion.

Adjournment

Adjournment for day was not recorded but was at approximately 5:00pm.