



THE ASSOCIATION OF ONTARIO LAND SURVEYORS

COUNCIL MEETING MINUTES

November 28, 2023 – Zoom Meeting

Present

David Kovacs, President
Amar Loai, Vice-President
Andy Shelp, Past President
Ron Berg, Senior Councillor
Saša Krčmar, Senior Councillor (Regrets)
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

Guests

Izaak de Rijke
Paul Wyman
Meredith Low
Stratica Inc
Deloitte

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

The meeting was called to order at 9:02 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.

Penny Connors declared that she has known Meredith Low from her involvement with CSAE and has worked with Deloitte in her past jobs but has no knowledge of the presenting team.

Al Jeraj declared later in the meeting that he has known the CEO of Stratica for a number of years and are friends outside of work.

Both Al Jeraj and Penny Connors are non-voting members of Council.

2: Approval of Agenda

The agenda was distributed prior to the Council meeting. 2 new items were added by Penny Connors:

1. AERC Appointments
2. Complaints Review Councillor Report

Motion 23.130 MOVED: Peter Meerveld SECONDED: Martha George

BE IT RESOLVED THAT Council approves the agenda as amended.

DATE: November 28, 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. The meeting date was noted as being wrong and will be changed in the minutes from October 24. There was also an incorrect date reference in the ED Report which will be changed.

P. Connors mentioned that there was a fatal shooting in Colorado due to a boundary dispute.

S. Cote wanted to ensure that AOLS is looking at moving to a cloud based system as we move forward with technological improvements.

Motion 23.131 MOVED: Robin Fleguel SECONDED: Natalie Vibert
BE IT RESOLVED THAT Council approves the minutes from the meeting of October 24, 2023.
DATE: November 28, 2023 Chair: David Kovacs Carried: (Unanimous)

4: Review of Action Items

Al Jeraj spoke about action item 4d and presented a timeline for member consultation. Council agreed with the proposed timelines which will be presented to the membership during the open forum session at the AGM.

All other action items are complete or in progress as noted in the agenda.

6: President’s Report

President Kovacs provided a summary of his observations during his travel.

Of note, the Provincial government in BC introduced a Bill that received Royal Assent on November 23, 2024 that closely resembles the FARPACTA legislation. As a result, ABCLS will need to be compliant and are currently implementing processes similar to Ontario.

The main concern revolves around timelines to get licensed. This is an issue that is prevalent with OFC in Ontario and AOLS needs to determine when the ‘clock’ starts on an application. The general consensus is that timelines should begin when an applicant has completed any requirements that are external to AOLS – i.e. academics and experience requirements and immigration status. It was noted that PEO accepts applications for licensure when a candidate has completed all requirements including academic, experience and exams.

With respect to immigration status, the Act states that a member must have Permanent Residence status before they can be licensed. This discussion led to the issue of expired work visas for support staff. A meeting has been set with Immigration Canada to discuss this.



7: Surveyor General's Report

S.G. Clark presented his report.

A competition is open for a Crown Land Surveyor. The OSG is hoping to fill this position soon.

The Land Surveyor Development program is underway. The program will set parameters for articling a surveyor within Provincial government offices.

The Province is aiming to create a number of new parks and will need to hire surveying firm(s) to assist with the mapping exercise. This is a large undertaking.

Amendments to FARPACTA are expected to be announced. AOLS will take part in consultation meetings.

Ontario Geographic Names Board Act is stalled.

Surveyors Act changes are ongoing. A briefing note to the Minister is being prepared to request all changes identified in the letter be considered instead of just the high priority ones.

8: CBA Progress

Al Jeraj informed the OFC that AOLS has an alternative to the Canadian Experience Requirement. A subsequent email will be sent to the OFC shortly after the Council meeting to inform them that our website has been updated to reflect the new process. We anticipate a positive response from the OFC as they have indicated that AOLS is on the 'right path'.

9. AERC Fees

Al J and Penny Connors presented a proposed fee guideline for AERC fees. The fees were updated to include the new CBA Application.

Council would like AOLS staff to better account for the costs associated with each item on the fee guideline. This is a difficult task, especially around exams given that there are a number of variables to account for. Nonetheless, AOLS staff will start to develop a tracking system to get a baseline of costs.

Action Item: Al Jeraj and Penny Connors to develop a tracking system of staff hours and costs for AERC related activities that involve a charge to an applicant.

Motion 23.132 MOVED: Robin Fleguel SECONDED: Doug Pierson

WHEREAS: Council has reviewed the proposed AERC Fee Changes and recognizes that Fees should increase to keep up with inflation.

AND WHEREAS: Council has instituted a new Fee for the Competency Based Assessment process.

BE IT RESOLVED THAT: Council approve the 2024 AERC Fee Schedule.

DATE: November 28, 2024 Chair: David Kovacs Carried. Martha George abstained.



10: C of R Discussion

Izaak de Rijke joined the meeting at 10:00am.

Izaak presented a summary of his paper and Council discussed some of the items within it. While the paper did not provide any recommendation, it did provide 3 options for Council to consider with respect to the C of R program:

1. Maintain the Status Quo
2. Move to a Cadastral only licence and drop the C of R program
3. Move to a licence for all model

At the July meeting of Council, motion 23-114 was passed that endorsed option 3. The paper provides rationale for adopting option 3 and based on the discussions, Council agrees with the direction it set in July and will continue towards a model where all members are licensed and are governed by ethics.

Council thanked Izaak for his contribution.

11. SRD Budget

Paul Wyman joined the meeting at 10:50am.

Paul was asked to join to provide a historical account of why the SRD budget is not included in the general budget. His summary included when SRD was formed and the fact that it was formed under the assumption that it would financially be independent of the Association. Council formalized this intent through a motion in 2006.

Currently the SRD account has a surplus of over \$600K. This is due to the increase in sticker sales and the decrease in staff expenses due to the pause of office visits during Covid. As office visits start up again, it is expected that the department will operate at a deficit and that the surplus will come down over time. However, it was suggested that a cap should be put on the SRD budget and anything over that cap should be included in the general budget. Other ideas for the surplus included using the excess funds for training purposes.

Council did not make a decision on what to do with the budget but tasked the ED with gathering more information for Council to consider.

Action Item: AI J to investigate if setting a cap for the SRD budget is appropriate and to come back with recommendations to Council.

12. SRD Digital Matters

Paul Wyman presented an observation that some plans being deposited at the Land Registry Office were missing the Plan Submission Sticker. The issue was not widespread and only affected about 1% of the plans and the issue was not contained to one or a small number of firms. This indicates that the omission of stickers on plans is a simple error and not intentional. As a result, it was recommended that a reminder go out on Insight to remind members to use a check list and to include the Plan Submission sticker on their plans.



Paul also updated Council on the plan to move forward with Digital Submissions for the Comprehensive Reviews. A survey of the membership indicated that the majority were in favour of digital submissions with a small number wanting to continue with hard copy submissions. The SRD Committee is also in favour of moving to digital submissions.

Motion 23.134	MOVED: Sophie Rose-Cote	SECONDED: Daniel Gautron
WHEREAS: Council has heard the presentation made by the Survey Review Department (SRD) Manager on Digital Submissions for Comprehensive and Systematic Reviews.		
BE IT RESOLVED THAT: Council approve the use of either digital or hard copy submissions for the Comprehensive and Systematic Reviews and that SRD will work with each firm to determine which type of submission is preferable.		
DATE: November 28, 2023	Chair: David Kovacs	Carried: (Unanimous)

Al Jeraj spoke about the Digital Sticker RFP and the concerns around Voxtur’s financial health. The intent of moving towards a self-serve digital sticker platform is to provide better member services by automating the process of acquiring stickers. It would also help alleviate staff time so that staff can be repurposed to other areas of operations. Based on the response to the RFP, iLOOKabout would have been the successful bidder. Prior to the Council meeting, a financial analysis was completed on Voxtur’s (iLOOKabout’s parent company) and the results were concerning. Since that analysis, Voxtur had made some financial headway and seemed to be on the path to alleviate those concerns.

While Voxtur’s financial stability was a factor of consideration, it was determined that since the proposals were not posted online for Council’s review, Council could not make a decision to award the RFP. It was further noted that moving forward with the proposal may not be in the best interest of Council at this time considering the other large projects we are undertaking. Al Jeraj will try to track how much staff time is being spent administering the sticker process so that Council has comparatives when making their decision.

The proposed motion to select a firm to award the digital sticker project was not brought to the floor but will be discussed at the next Council meeting.

Motion 23.133	MOVED:	SECONDED:
DATE: November 28, 2023	Chair: David Kovacs	NOT BROUGHT TO THE FLOOR

13: Strategic Planning Placemat Review

Al Jeraj presented a summary of how well AOLS is executing on the strategic plan. Many of the goals and objectives are complete or underway while a few have not been worked on. The following provides a status summary:



Key Priorities and Action Plan

	Completed Tasks	Task in Progress	Task Not Started
Marketing	Unite Committees.	Liase with other associations to develop a national strategy.	Robust Communications Plan.
Legislative Enhancements	Develop alternatives for approval of bylaws, regulations, guides, policies, etc.	Develop model to restructure Council and Committees. Develop an ethically based approach. Create a plan that separates regulatory and member services.	Determine the impact of new products on legislation.
Admittance Revisions	Create an articling surveyor handbook. Update EAK's, exams and experience requirements.	Create a downloadable list of courses available at Educational Institutions across Canada.	Establish an English proficiency benchmark Allow for competency based alternative to substitute for a degree (i.e. challenge exams).

Objectives for 2023/2024

Complete	In progress /On going	Not Started
25 new surveyors sworn in. Establish a voluntary mentoring plan. Association has a fair, transparent, impartial, objective process for licensure. PSRI system in place and being populated. # of Committees reduced and refocussed.	Marketing Campaign started. Modernize the Surveyors Act. Risk management framework in place. One licence model for all members. Increased # of articling students. Participate in national initiatives. Total membership in compliance with CPD.	Create a strategy for involvement in a geomatics education.

Mission

Complete	In progress/on going	Not started
Refine entry to practice and CE parameters and standards.	Continue to develop a risk-based management framework. Change legislation.	



	<p>Increase awareness within government and the public. Promote the attractiveness of the profession. Ensure we are a bias-free and inclusive regulator.</p>	
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Overall the AOLS has executed well on the strategic plan.

14, 15 and 16: Strategic Plan Presentations

Al Jeraj had arranged to have 3 firms present to Council their approach and proposals to Strategic Planning. They were: Meredith Low Consulting, Stratica Inc. and Deloitte. Each firm brought a unique perspective and set of skills to the table.

Each firm was given 30 minutes to present with 10 minutes for questions by Council.

At the end of the last presentation, Council discussed the presentations. They did not feel comfortable making a decision at the meeting and wanted time to digest the presentations. As a result, the proposed motion to select a firm was tabled.

During the discussions, it was deemed important to have a check-in phase to see how well AOLS is executing the plan.

Price was a big factor in that two of the firms were fairly close in price while the third was significantly lower. The discussion included what value would AOLS get by going with a higher priced firm.

Council directed the Executive Director to develop a survey for Council to fill out on the top 5 issues each Councillor wants to focus on and summarize the responses for Council’s review before the next meeting. Council also directed the ED to approach each firm to determine if their price is negotiable and if they have other strategic plans they can share.

Action Item: Al J to develop a questionnaire to poll each Councillor on the top 5 issues they want to focus on for strategic planning.

The proposed motion to select a firm to lead the strategic planning process was not brought to the floor but will be discussed at the next Council meeting.

Motion 23.135	MOVED:	SECONDED:
DATE: November 28, 2023	Chair: David Kovacs	NOT BROUGHT TO THE FLOOR

17: Awards and Citations

Al Jeraj presented a list of awards and citations to be presented to individuals at the AGM.



Motion 23.136 MOVED: Daniel Gautron SECONDED: Bruce Clark

WHEREAS: Council annually considers awards and citations

AND WHEREAS: Council has deemed the following individuals worthy of citations for their substantial contributions to the AOLS

BE IT RESOLVED THAT: Council thanks and awards citations to the following:

Andy Shelp for his leadership and service on Council

Ron Berg for his service on Council

Al Buckle for his service on the Academic Experience and Requirements Committee

Kevin Smith for his service on the Academic Experience and Requirements Committee

Jason Wilband for his service on the Academic Experience and Requirements Committee

Grant Lee for his service on the Marketing and Recruitment Committee

Bob Pomeroy for his service to the Educational Foundation

Drew Annabelle for his service to the Survey Review Department

Nancy Grozelle for her service to the Discipline Committee

BE IT FURTHER RESOLVED THAT: Council thanks and awards the following:

Lifetime Member award to Maureen Mountjoy

DATE: November 28, 2023 Chair: David Kovacs Carried: (Unanimous)

18: Approval of Revised Budget

Al Jeraj was made aware of a calculation error in the previous budget. The error was in the revenue in that an incorrect formula was used which resulted in a 5% overstatement of revenue. AOLS staff will implement the necessary procedures to ensure that errors like this are mitigated.

It was noted that in the absence of the finance councillor, the motion was moved by Andy Shelp who serves on the Executive Committee.

Motion 23.137 MOVED: Andy Shelp SECONDED: Jim Hunt

WHEREAS: Council at the October 24th, 2023, meeting passed Motion 23-123 to accept and approve the budget as presented.

AND WHEREAS: Council was made aware that the approved budget had a calculation error and that a revised budget was required.

BE IT RESOLVED THAT: Council approve the revised budget as presented.



DATE: November 28, 2023 Chair: David Kovacs Carried: (Majority) 2 Abstain (Doug Pierson, Sophie Rose Cote)

19: AERC Appointments

Penny Connors presented the motion to appoint two new members to the Academic, Experience and Requirements Committee. The terms for 3 long standing members had expired and two new members were required.

Motion 23.138 MOVED: Sophie Rose-Cote SECONDED: Natalie Vibert

WHEREAS: Section 9 of the Surveyors Act provides authority for Council to appoint members to Statutory Committees

BE IT RESOLVED THAT: Council appoints Harold Hyde and Tom Stirling to the Academic and Experience Requirements Committee (AERC).

DATE: November 28, 2023 Chair: David Kovacs Carried: (Unanimous)

20: Complaints Review Councillor Report

Jim Hunt presented his report as Complaints Review Councillor. In this report, he noted that the Committee were following all appropriate procedures and that the Complaints process is fair and equitable to the public. He also noted that the Committee was operating within their scope as defined in the Act.

21. Complaints 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.

Adjournment

Adjournment for day was at 4:28pm.