

# Dashboard Draft

2021/06/01

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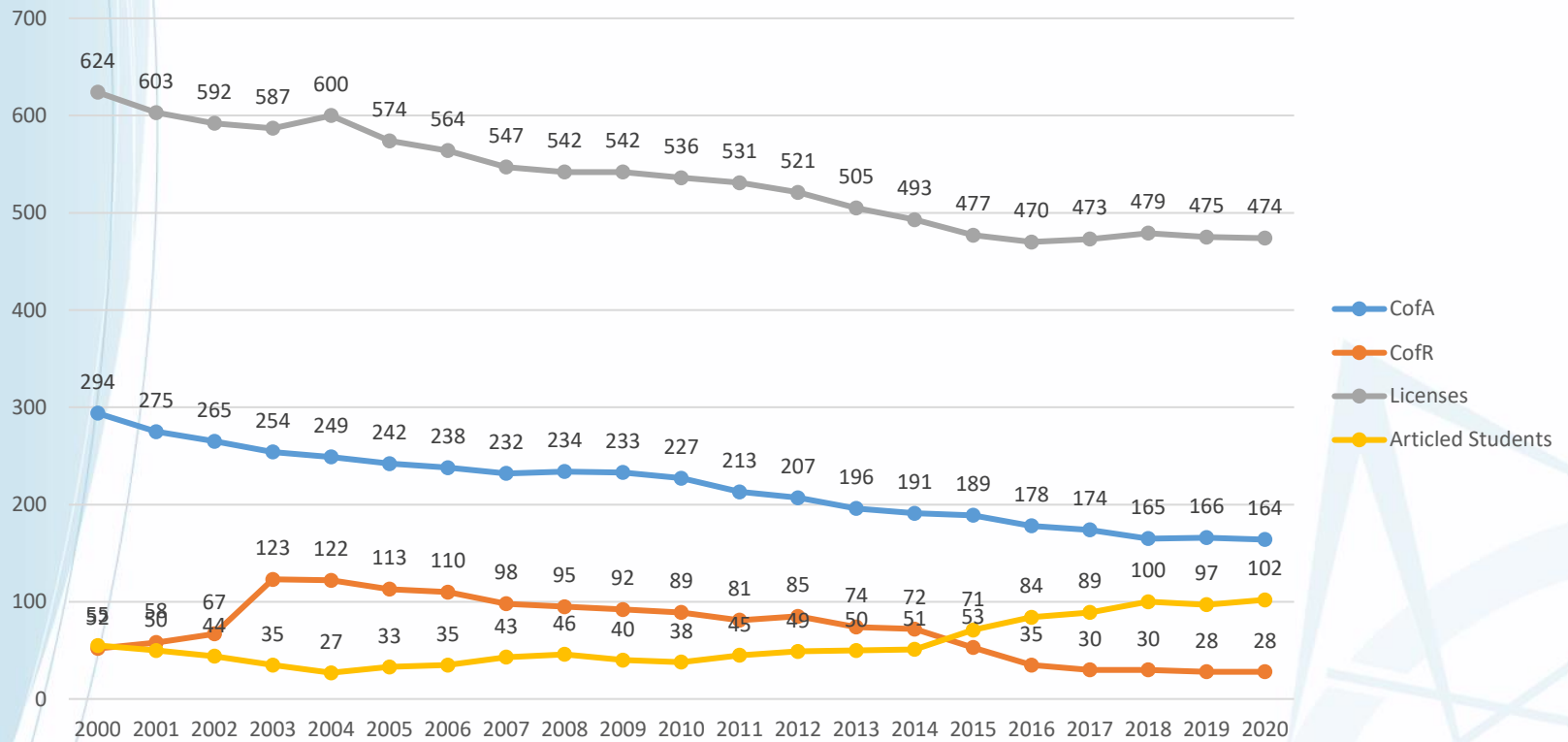
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## **In-Year Information**

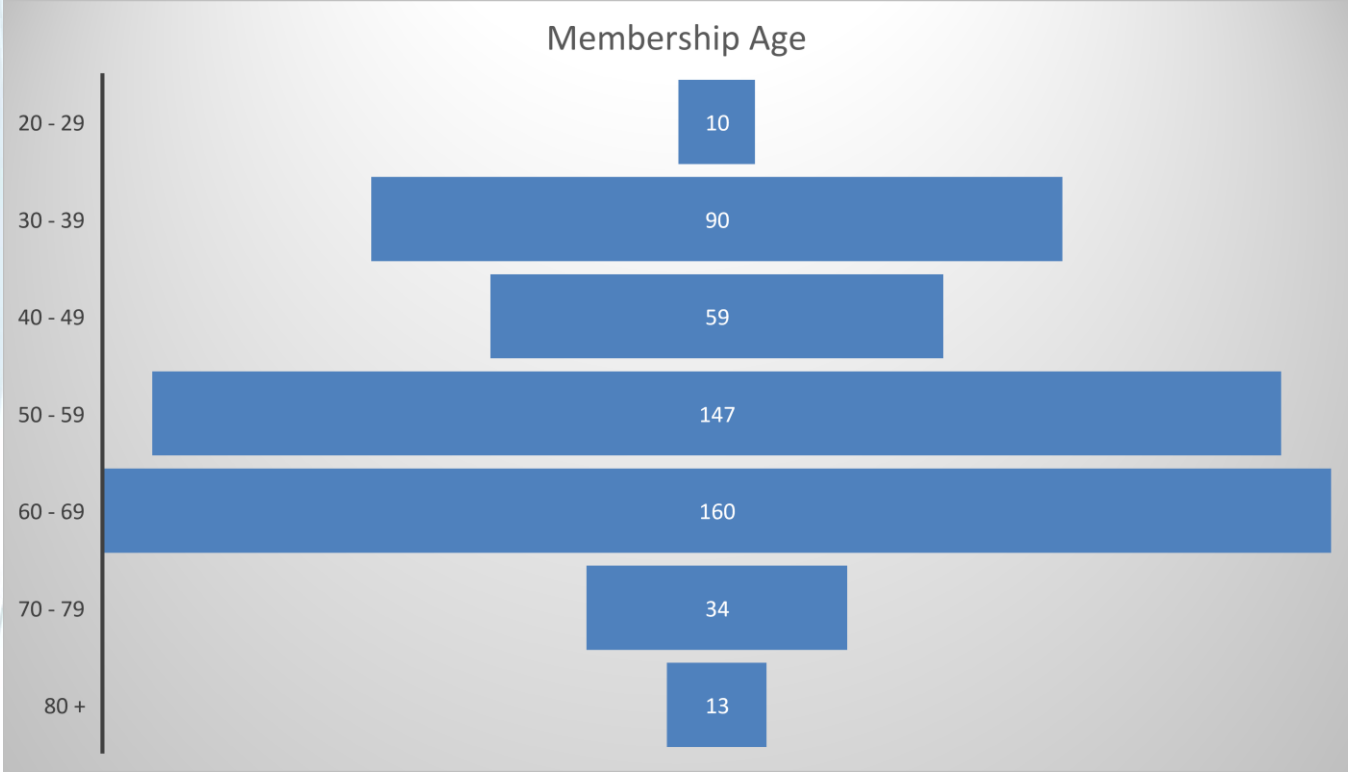
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# Member Statistics

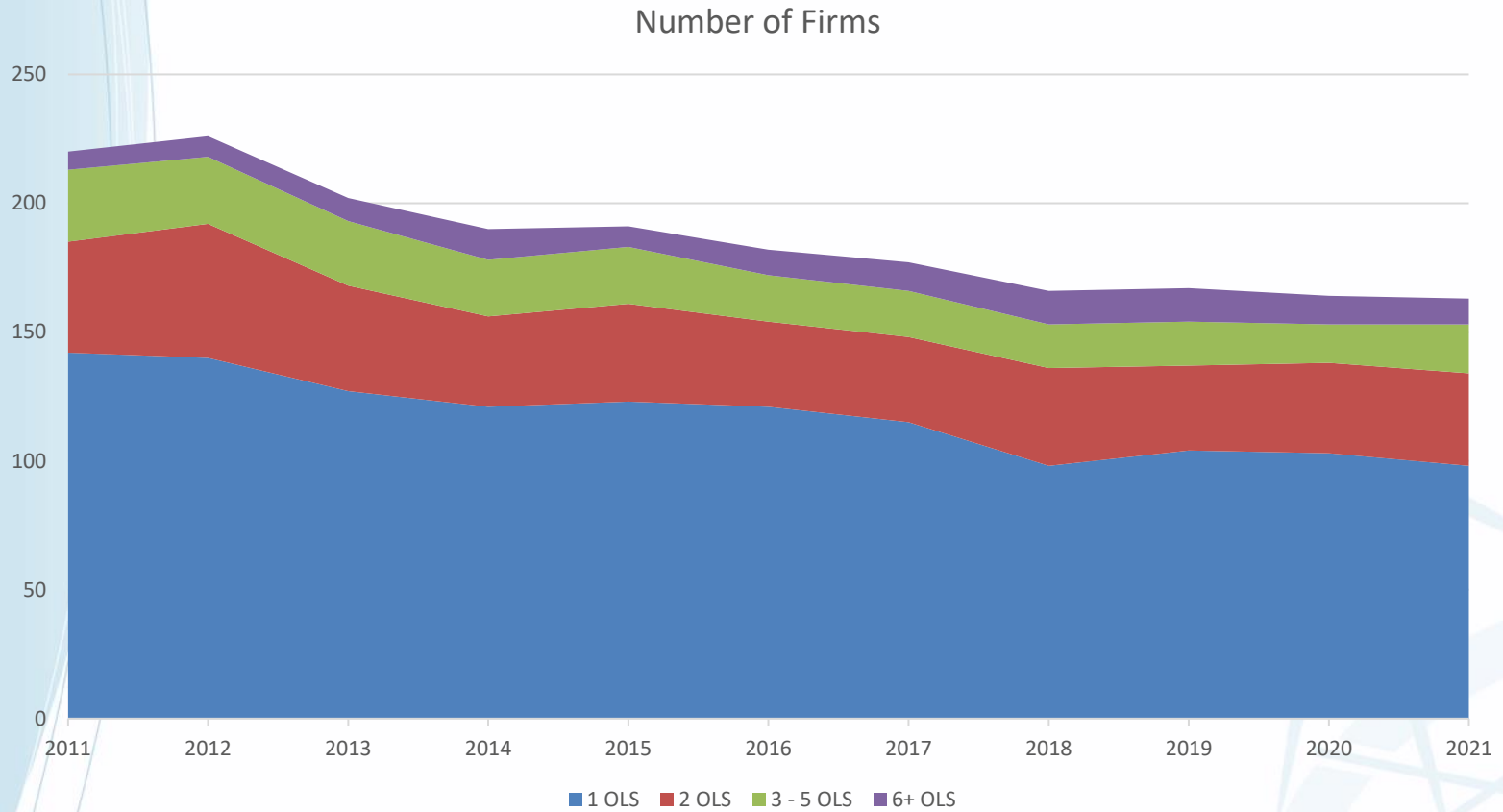
## Member/Firm Numbers



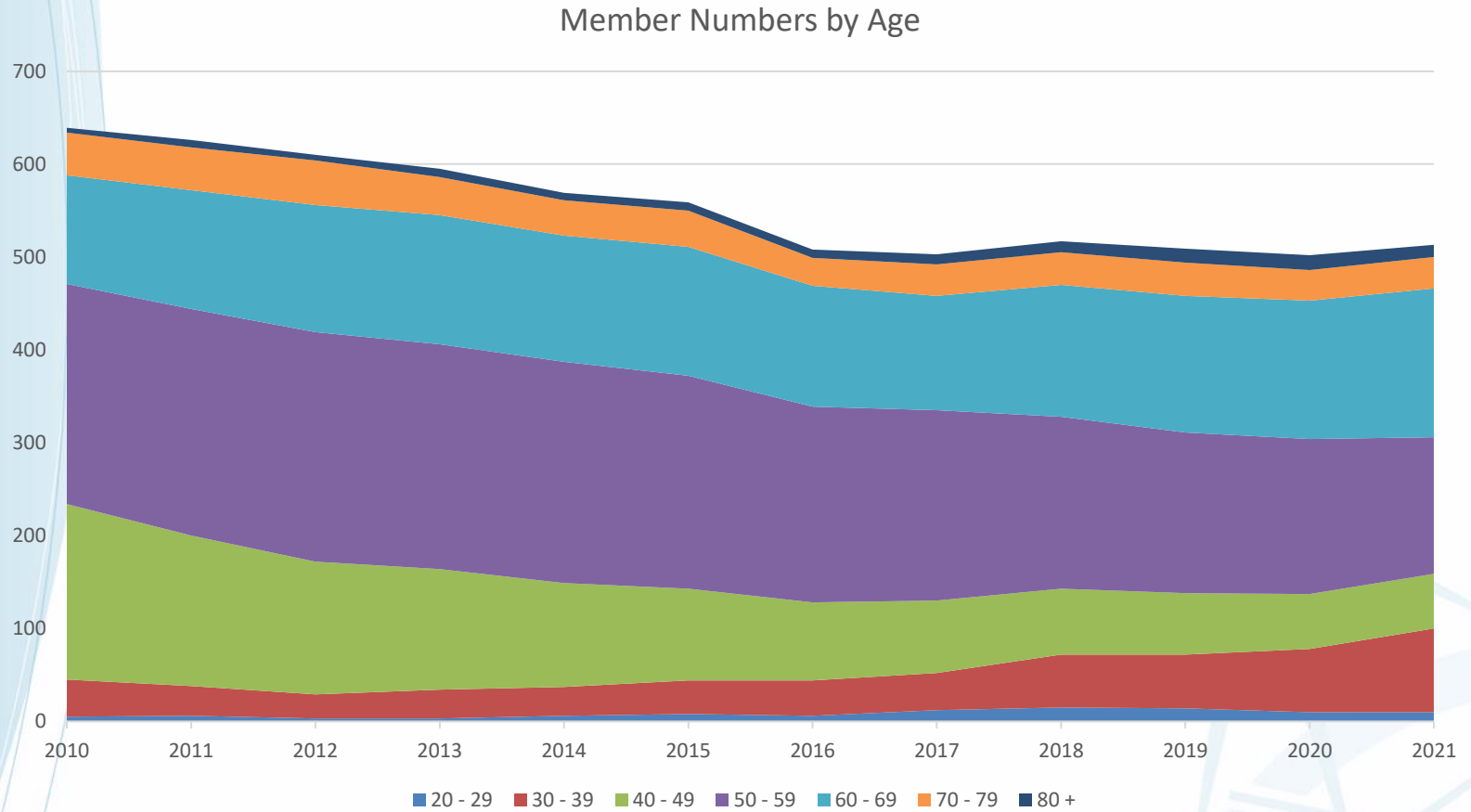
# Membership Demographics (March 2021)



# Member Statistics (March 2021)

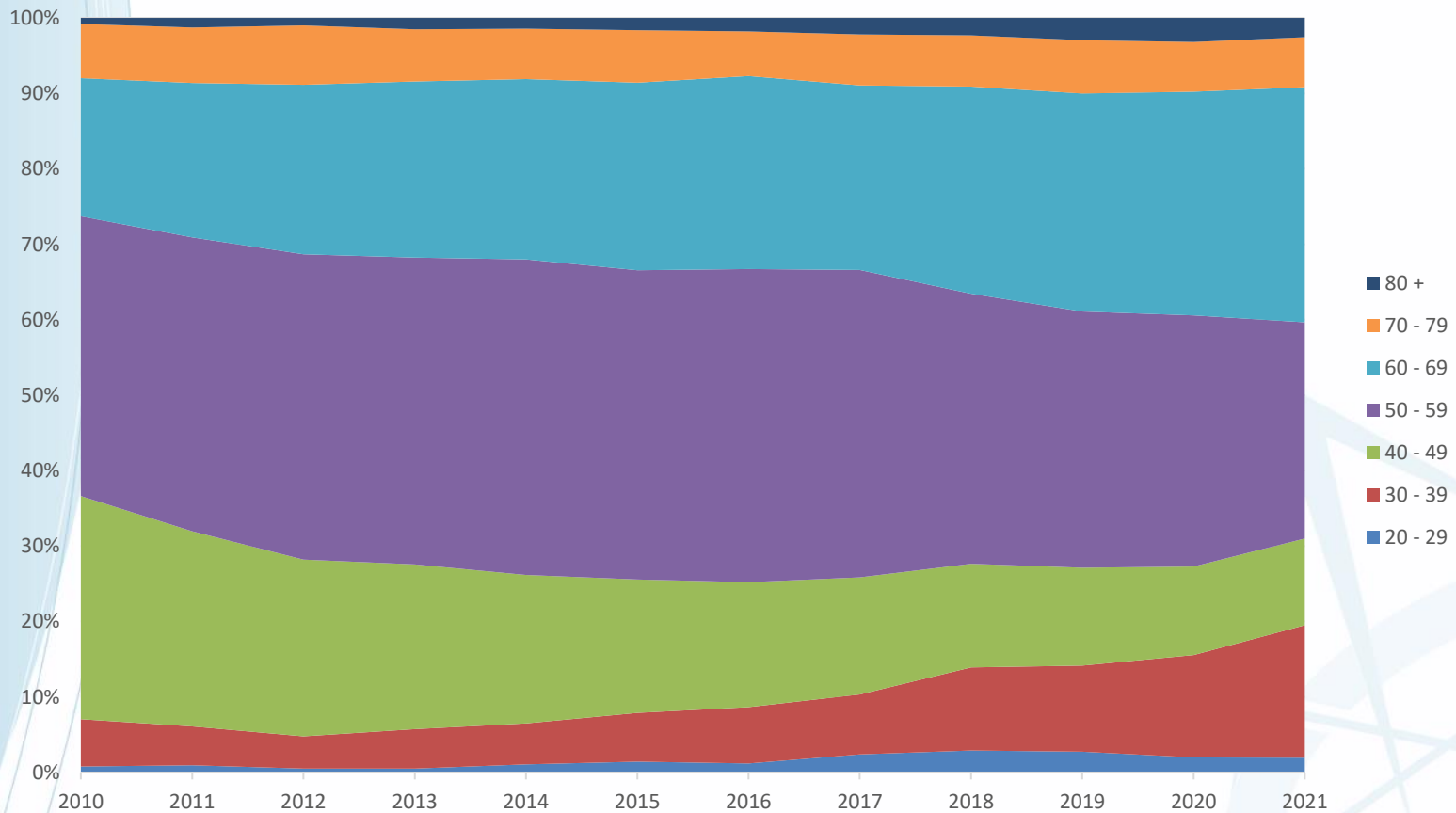


# Member Statistics (March 2021)



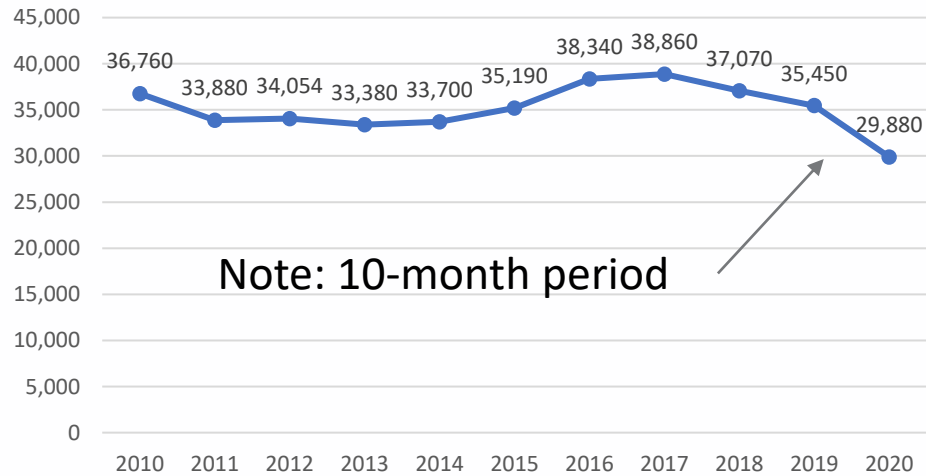
# Member Statistics (March 2021)

Membership Age by Percentage

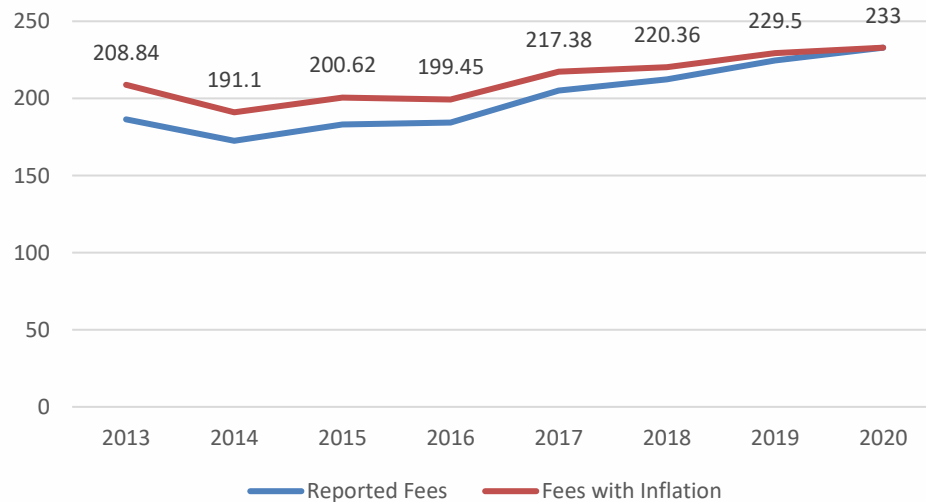


# Member Statistics - Work Volume Indicators

## Sticker Sales



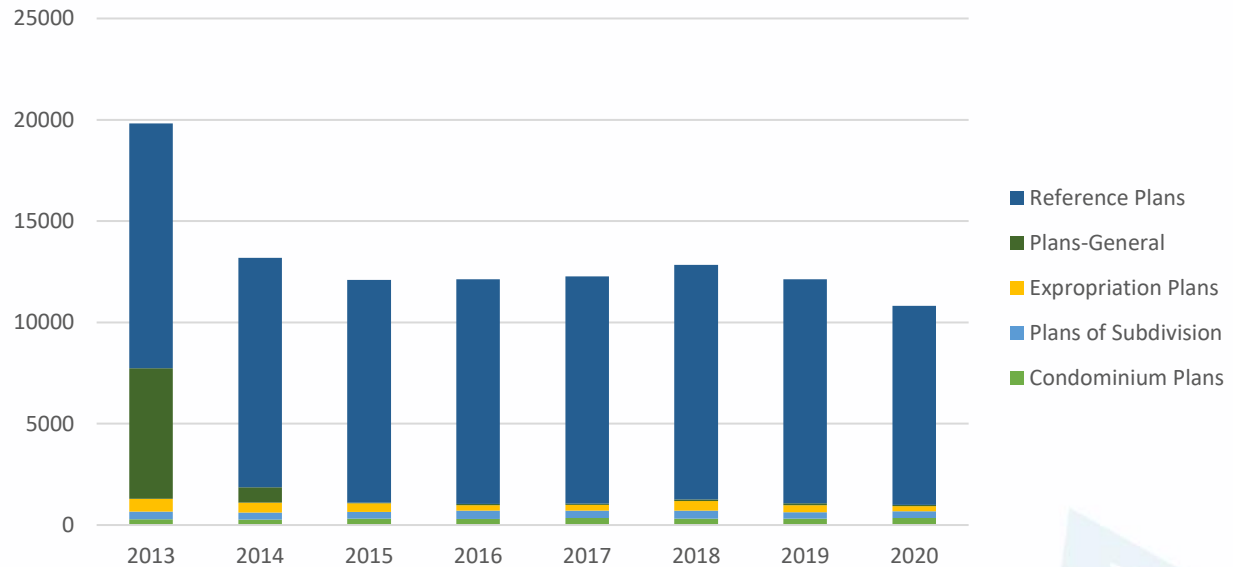
## Total Fees Reported through Insurance (\$m)





# Member Statistics - Work Volume Indicators

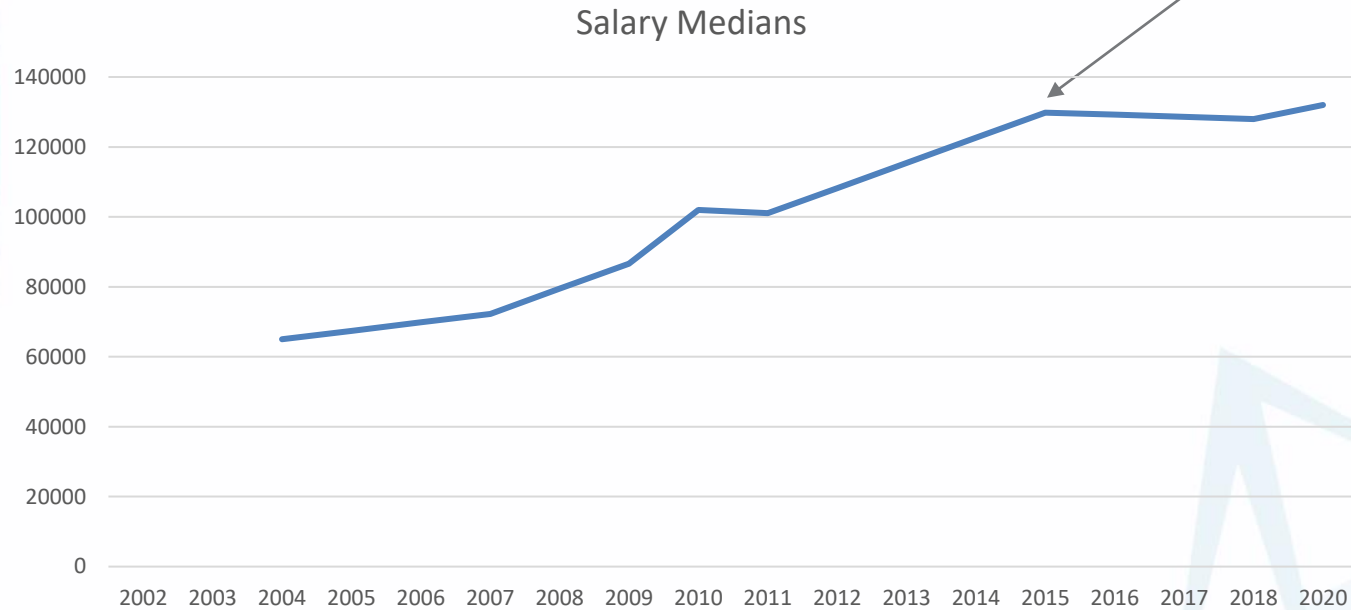
Registered and Deposited Plans



Condominium Plans	287	273	318	300	341	315	308	348
Plans of Subdivision	371	341	325	404	367	392	323	327
Expropriation Plans	638	499	427	272	280	482	347	254
Plans-General	6447	754	40	74	75	78	94	67
Reference Plans	12075	11324	10998	11076	11209	11581	11054	9828
<b>Total</b>	<b>19818</b>	<b>13191</b>	<b>12108</b>	<b>12126</b>	<b>12272</b>	<b>12848</b>	<b>12126</b>	<b>10824</b>

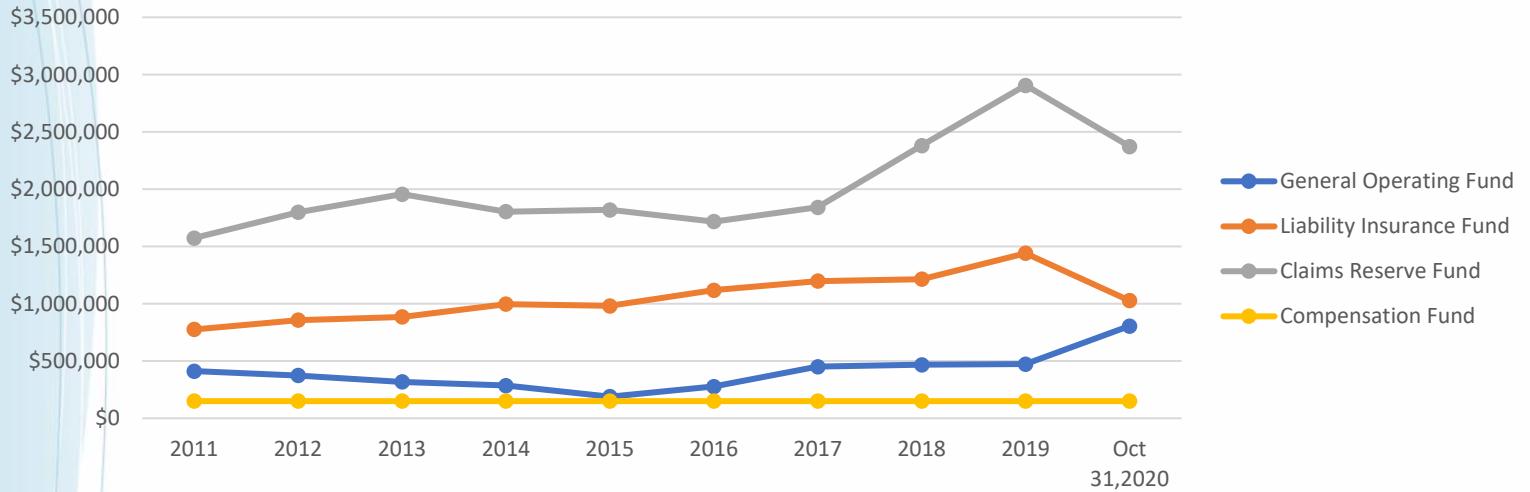
# Member Statistics (Updated)

Raw Data was unavailable and multiple medians had to be used to calculate this point, which may not be correct

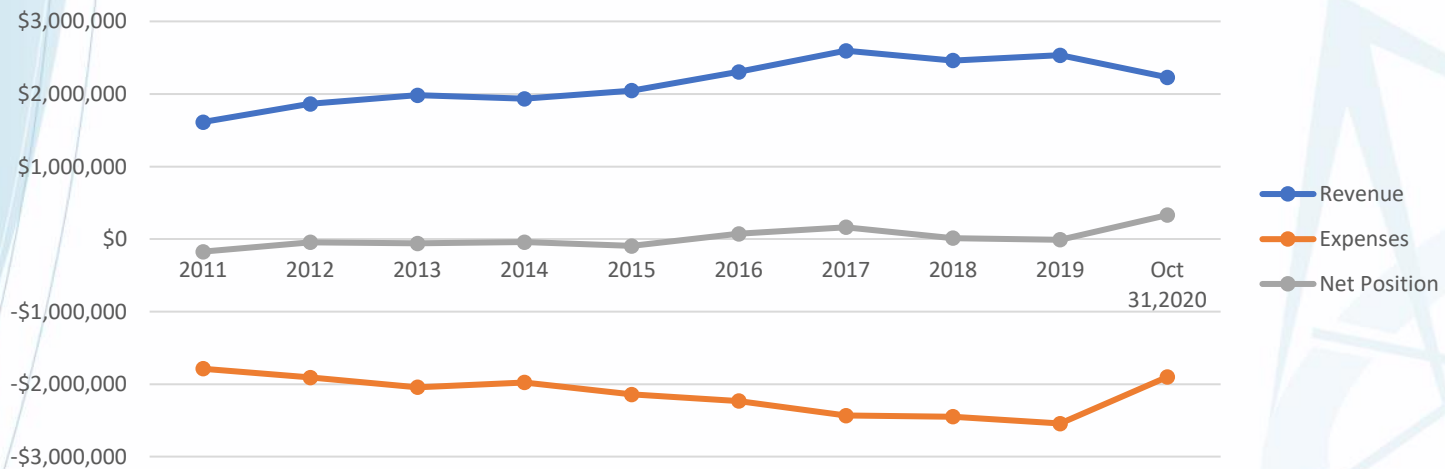


# AOLS Finances

## Funds Balances

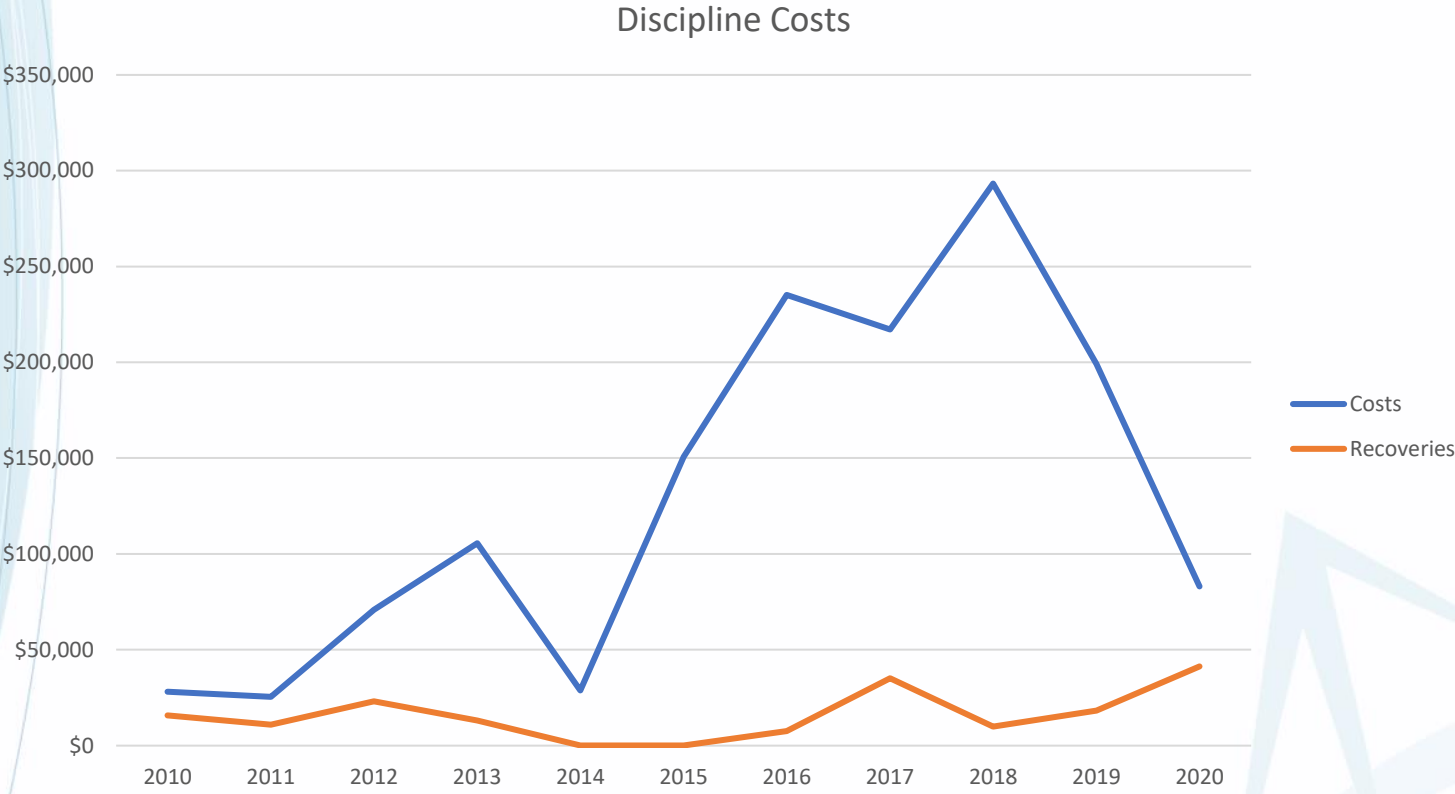


## Revenue/Expenses



Note: 2020 includes 10 months due to change in fiscal year

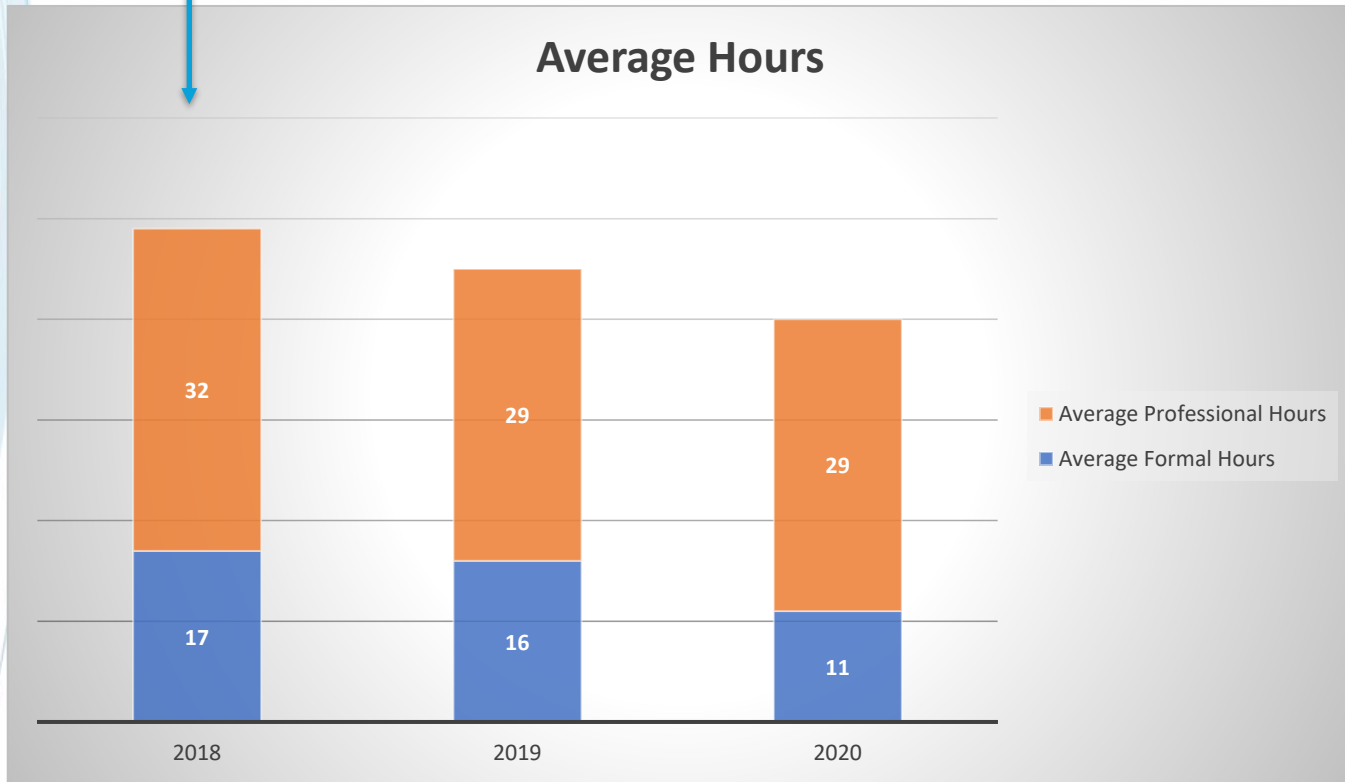
# Discipline Costs



Note: 2020 included only 10 months due to fiscal year change

3 Year Cycle  
End for most  
members

# CPD



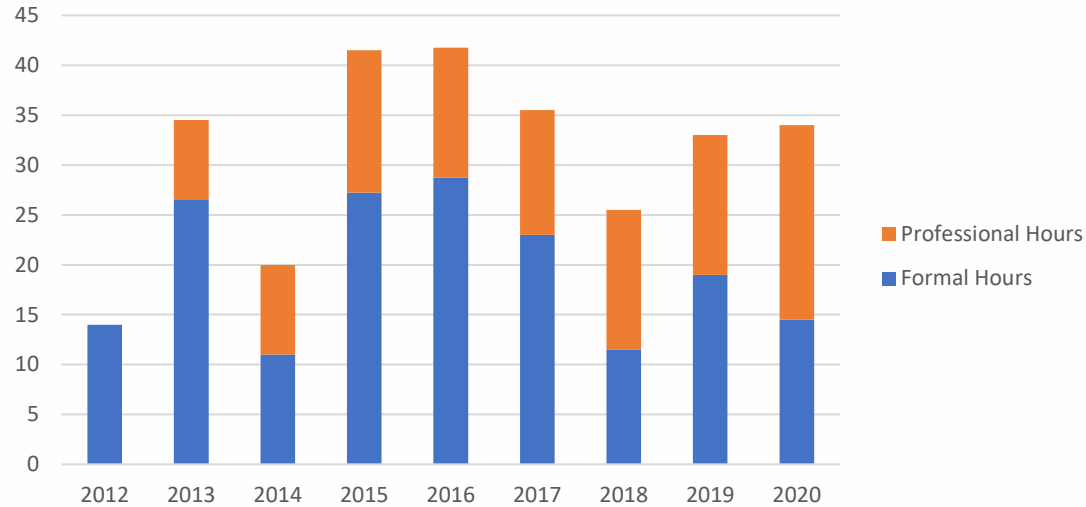
Members entered: 422

313

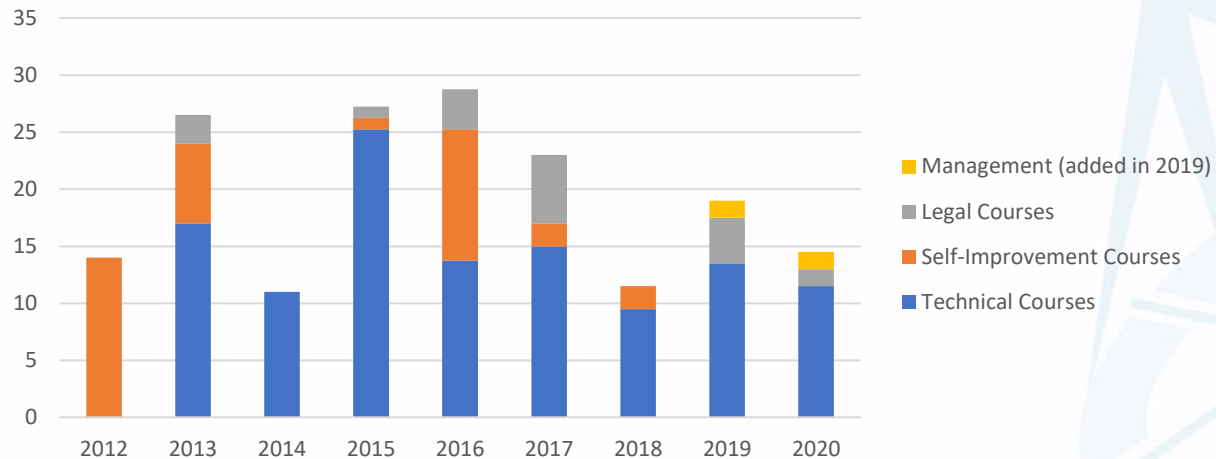
312

# CPD – AOLS Training Offered

## AOLS Training Hours

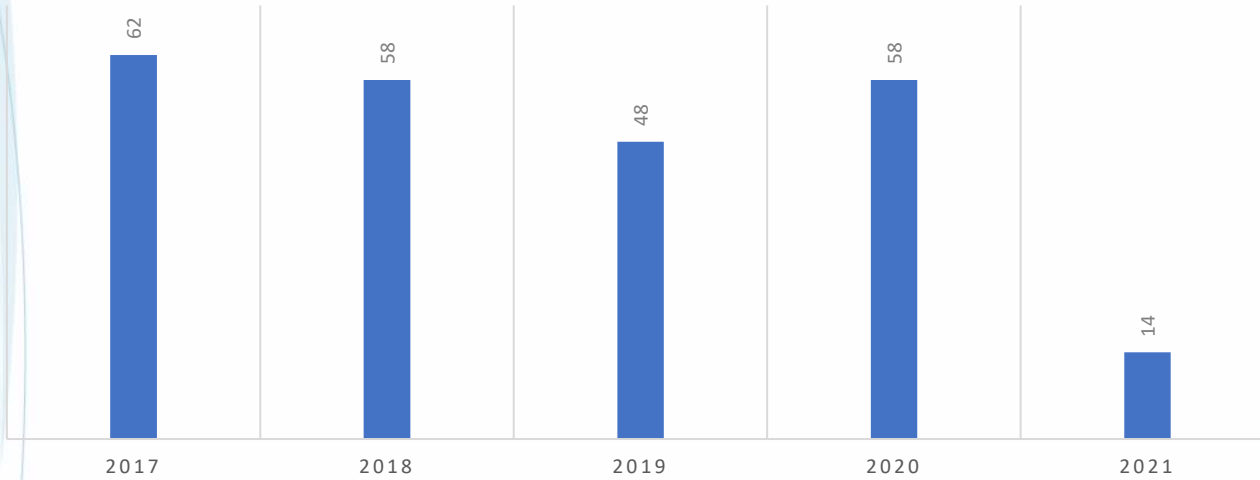


## Formal Hours

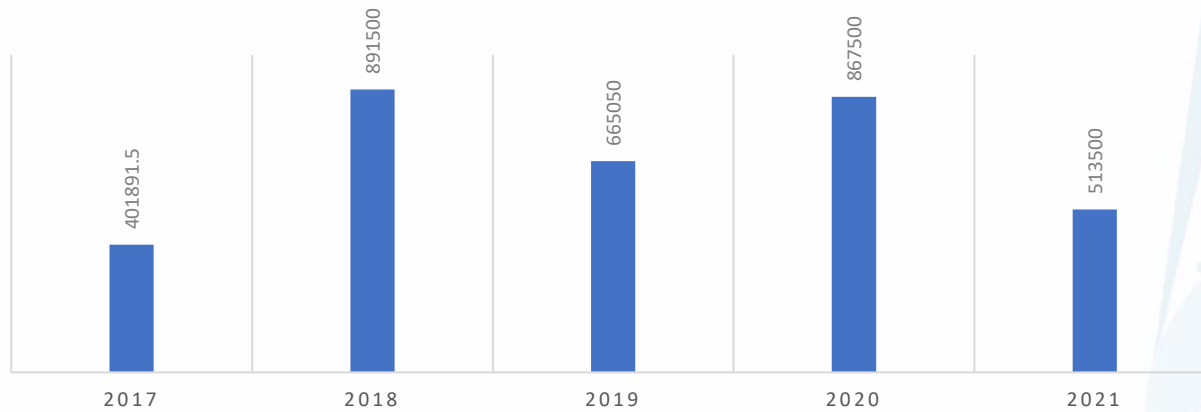


# Professional Liability Insurance

## NUMBER OF CLAIMS

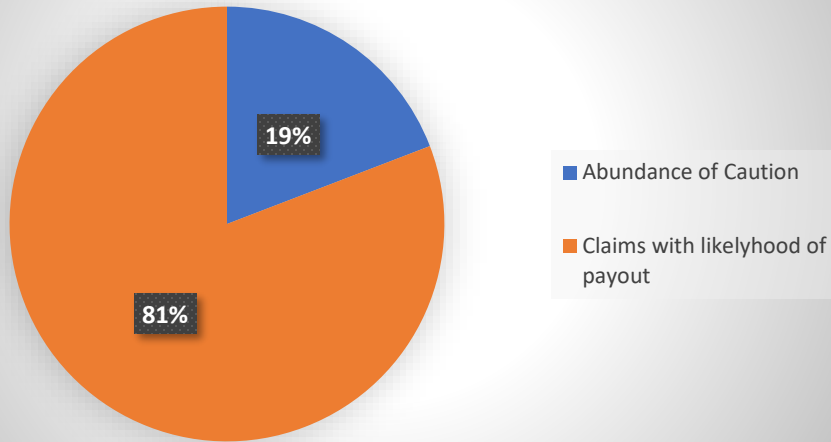


## INITIAL ESTIMATE OF CLAIMS

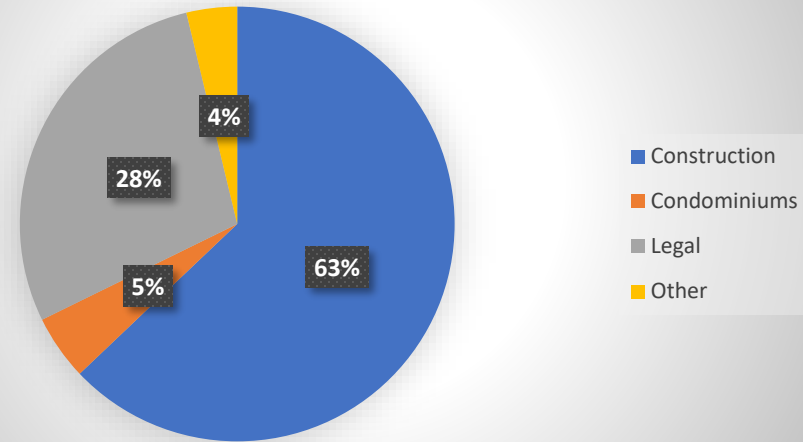


# High Level Breakdown of Insurance Claims by Numbers (From 2017 to May 31, 2021 – 240 claims)

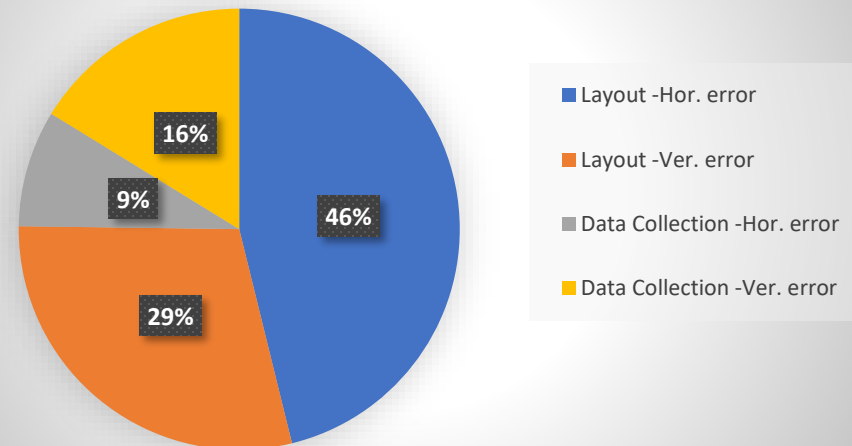
## Claim Reporting



## High level breakdown of claims



## Construction Breakdown





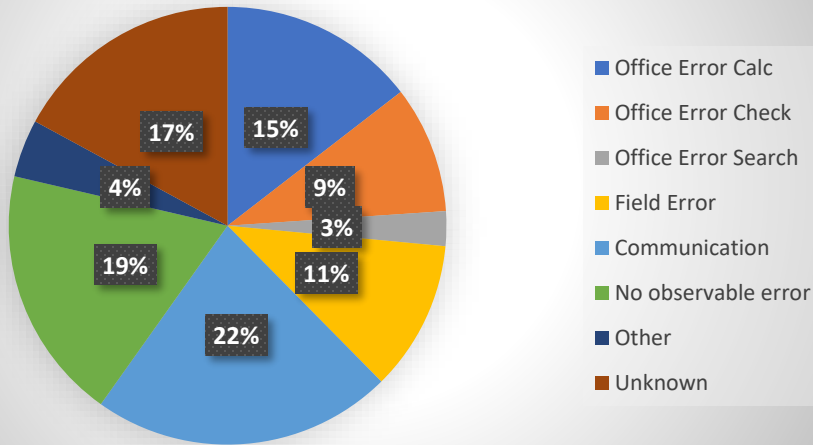
# Error Types

Errors were broken down into the following categories

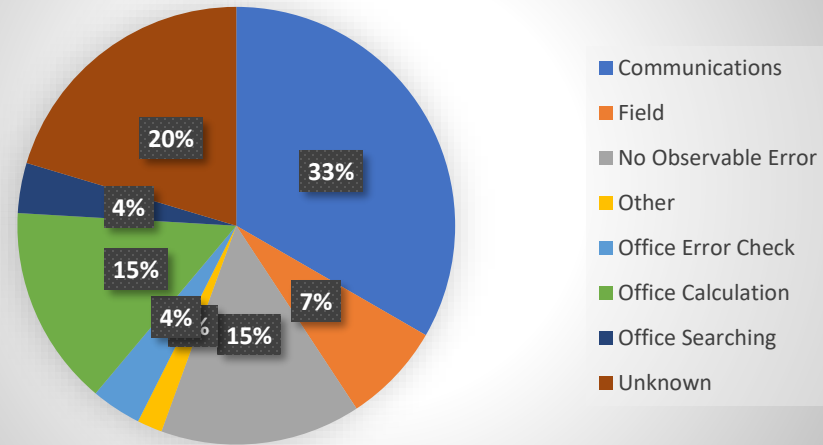
- Office Error Calculation – this was used when it was clear that error flowed from a calculation error in the office
- Office Error Check – this was used where it was obvious that the error should have been caught by a check but was not used when it was a calculation error (e.g. wrong lot number on plan, wrong unit number on condo plan)
- Office Error Search – this was used where there was a lack of information that would have been available with a reasonable search (e.g. title search, municipal by-law search)
- Field Error – this was used where there was admission that the error was in the field (even though it should have been caught by a check)
- Communication - used where internal and/or external communications caused the error (e.g. wrong version used)
- No observable error
- Other – errors not covered above
- Unknown – the surveyor did not provide enough information to derive a source of error

# Construction Breakdown of Error Types by Numbers (From 2017 to May 31, 2021 – 117 claims)

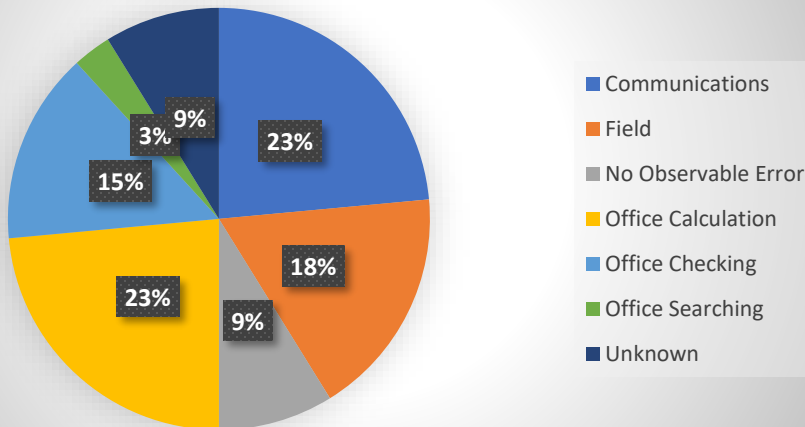
## Construction Errors



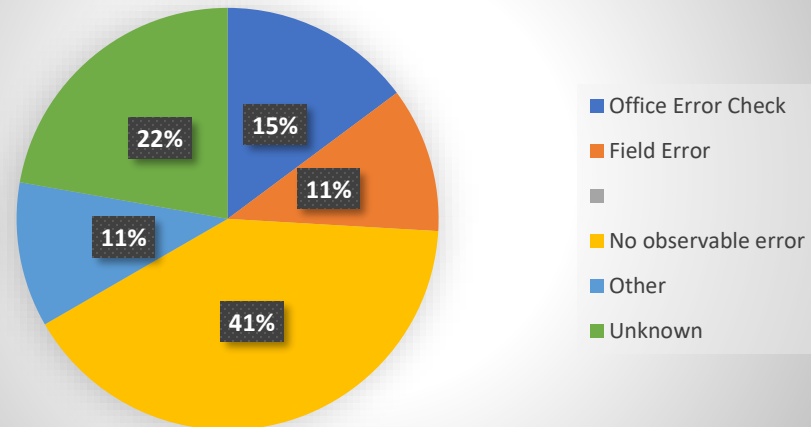
## Construction Layout Horizontal



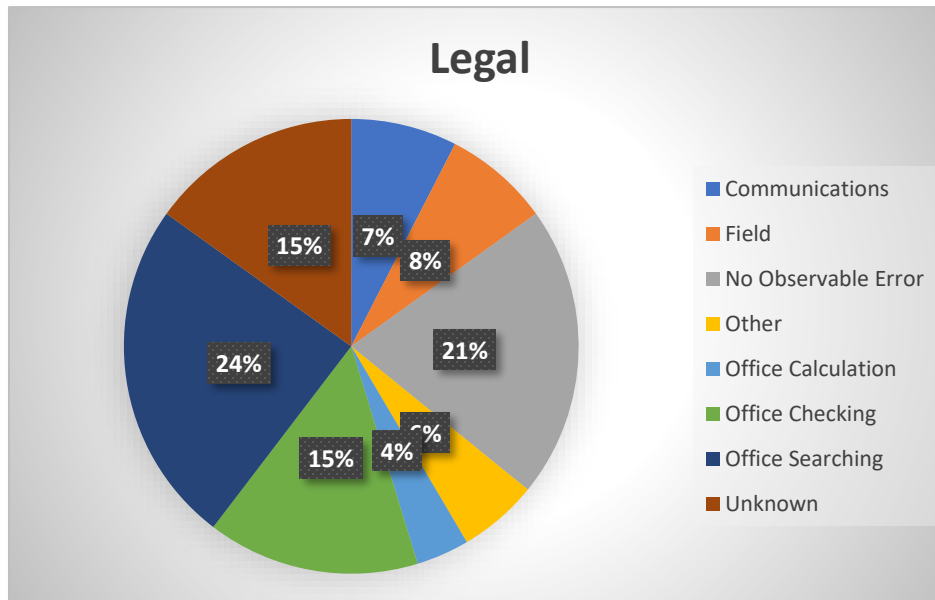
## Construction Layout Vertical



## Construction Data Collection

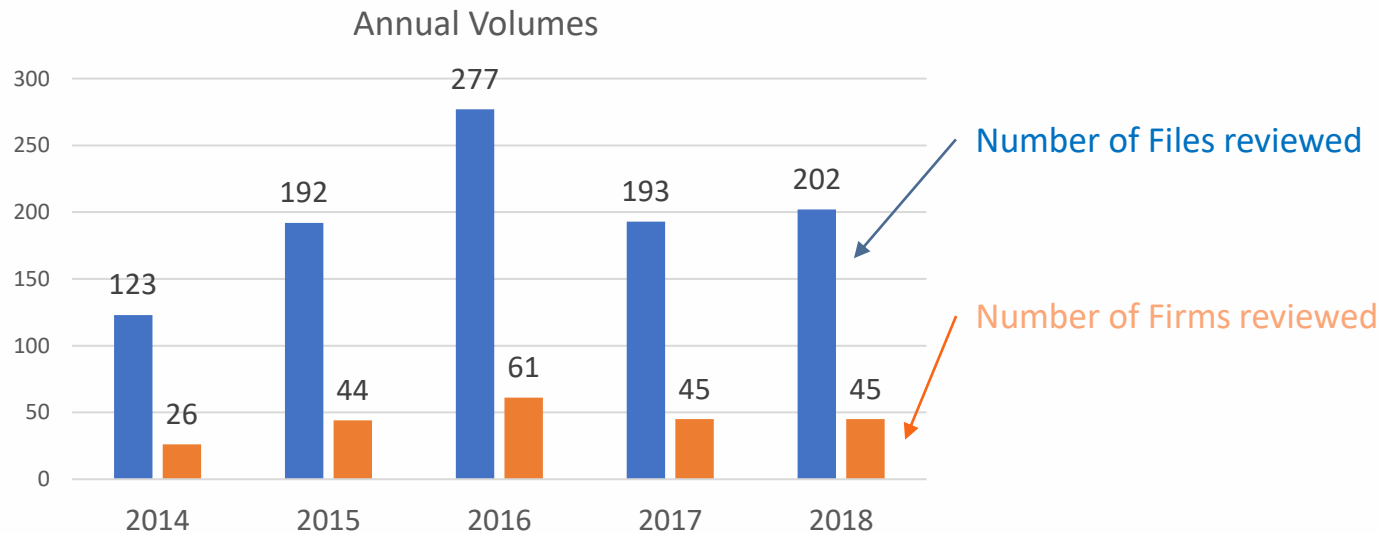


# Legal Breakdown of Error Types by Numbers (From 2017 to May 31, 2021 – 53 claims)



# Needs Update

## Comprehensive Survey Reviews



### Top Five Scores

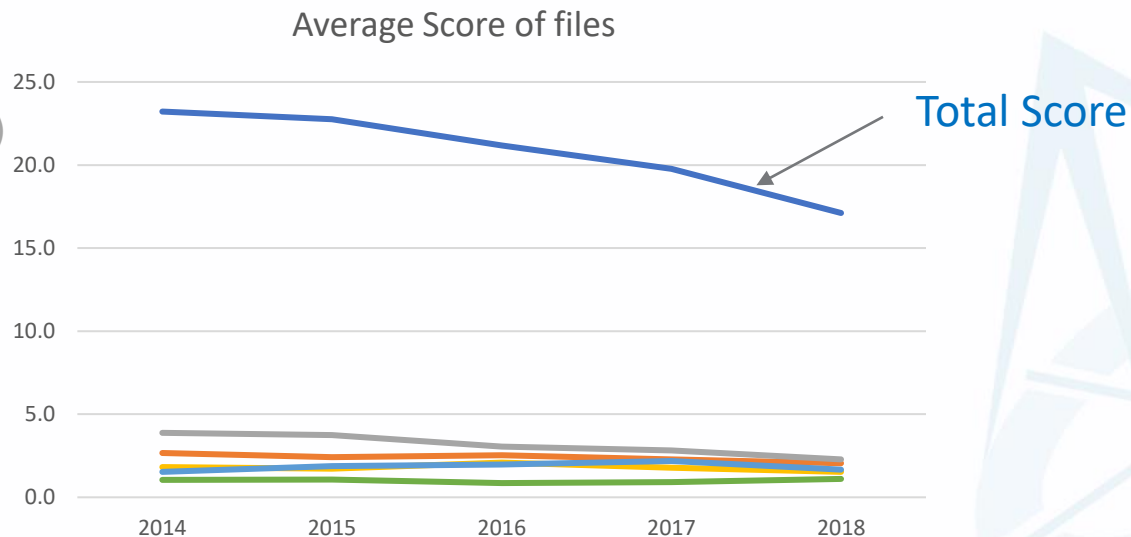
Field Procedures (field notes)

Research

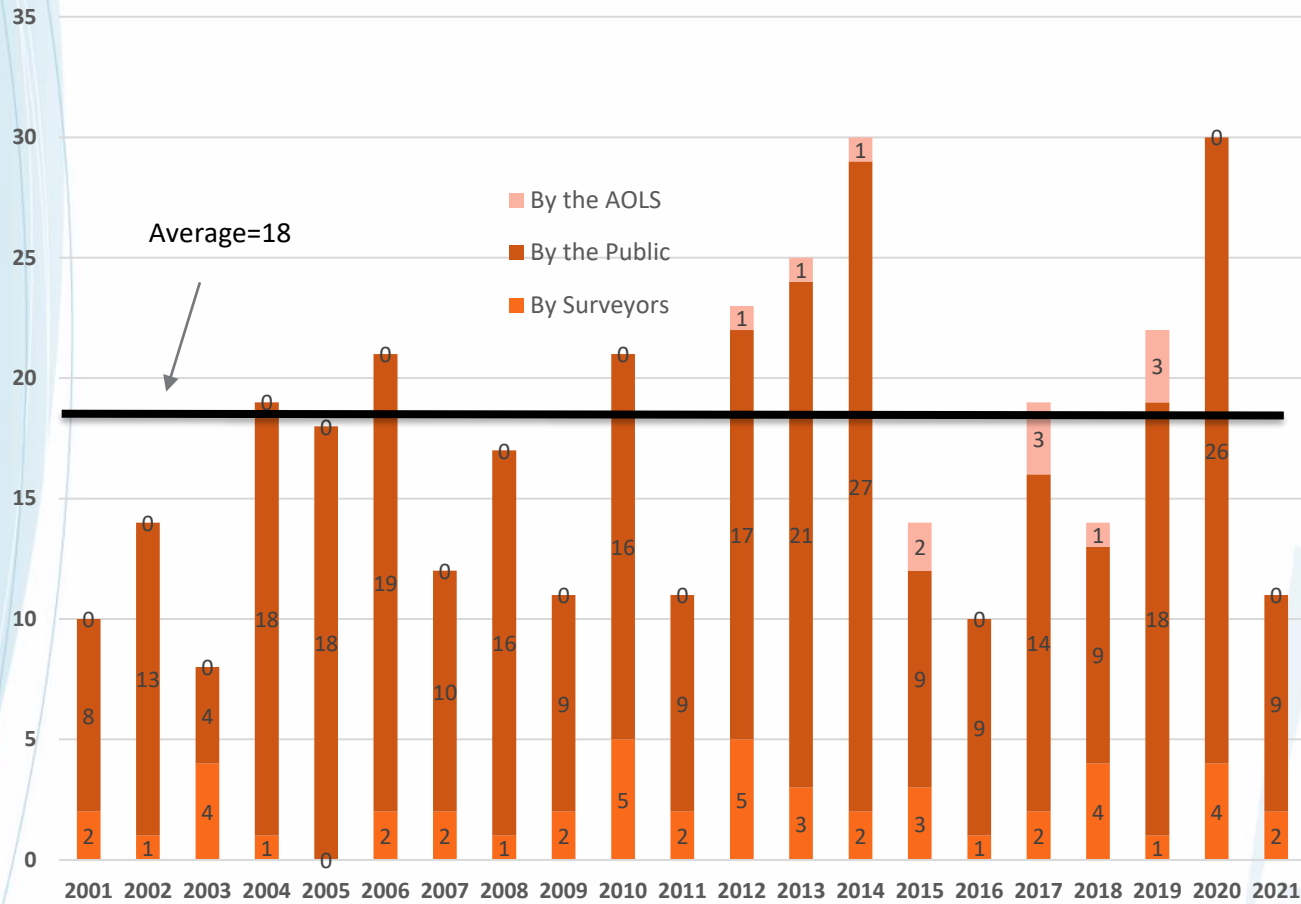
Reports to Clients

Measurement Verification

Best Evidence of Boundary



## Complaints per Year



# Complaints Breakdown

Complaints Committee

2018

2019

2020

2021

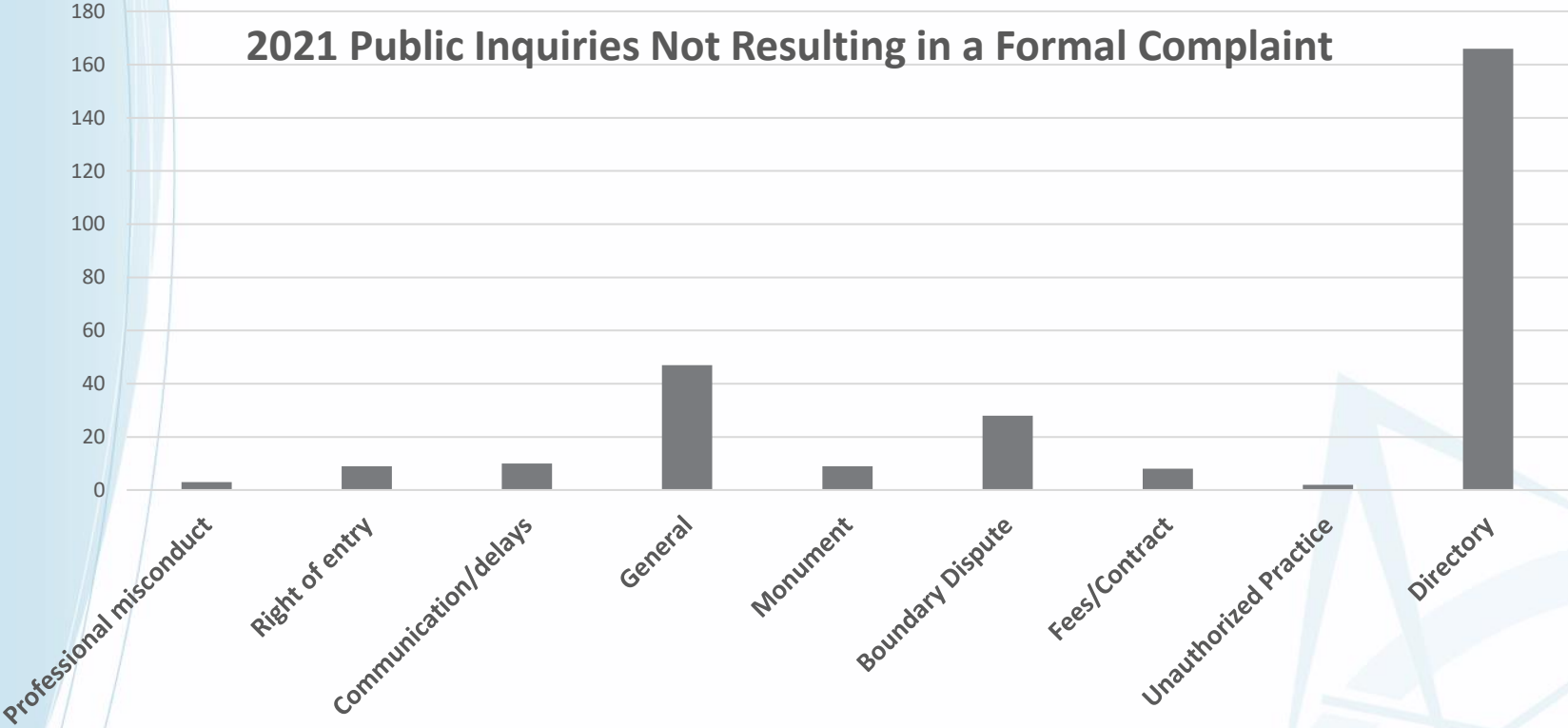
2022

Total complaints:	14	21	30	8	
Nature of Complaints:					
Sketches Issue	1		1		
Right-of-Entry	1	1		2	
Contractual – (Protracted Timeline / Communication) Incl. Client aware of the complexity of a project and the nature of fees? Includes undertaking work that is beyond the member's resources to complete in the time agreed upon?	6	5	5	1	
Professional Misconduct	3	2	9	3	
SRD Referral	1	3			
Incorrect Survey?	1	9	9	2	
CAD File – Grid vs. Ground	1				
Incompetence			3		
Not Truly a complaint ( Who is responsible ?)		1			
Disgruntled complainant seeking additional information on old complaint			5		
Complaint initiated by another OLS			4	2	

# Complaints Breakdown Continued

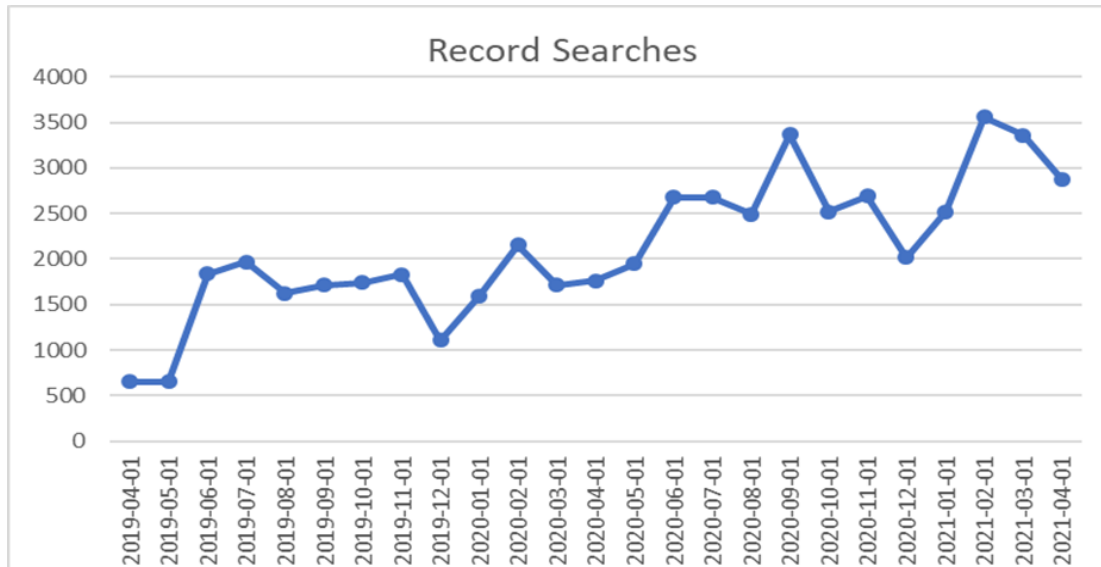
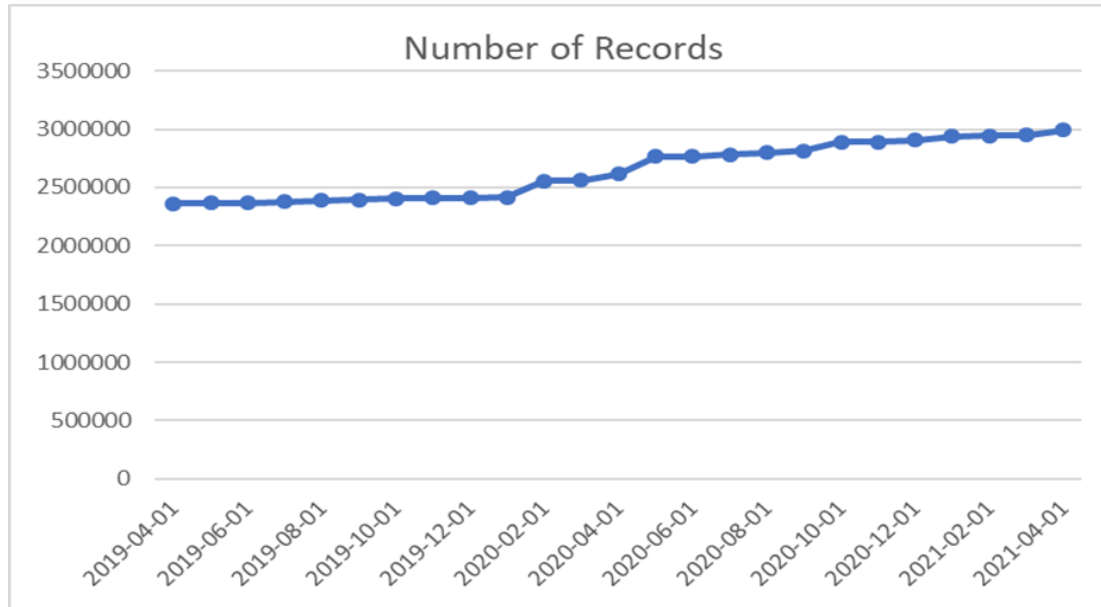
- Some of the above complaints do not readily fit within one category. Professional Misconduct and Incorrect Survey tend to be catch-all's.
- Complaints under the heading "Incorrect Survey" often involve a third party who was affected by the survey and is refuting its accuracy or correctness.
- Professional Misconduct included issues such as conflicts of interest, allegations of dishonesty, not adhering to standards for monumentation, research and plan preparation.
- In 2021, 2 of the professional misconduct complaints were initiated by other members.
- The practical application of Bulletin 2020-01 is the focus of one complaint.

# Public Inquiries

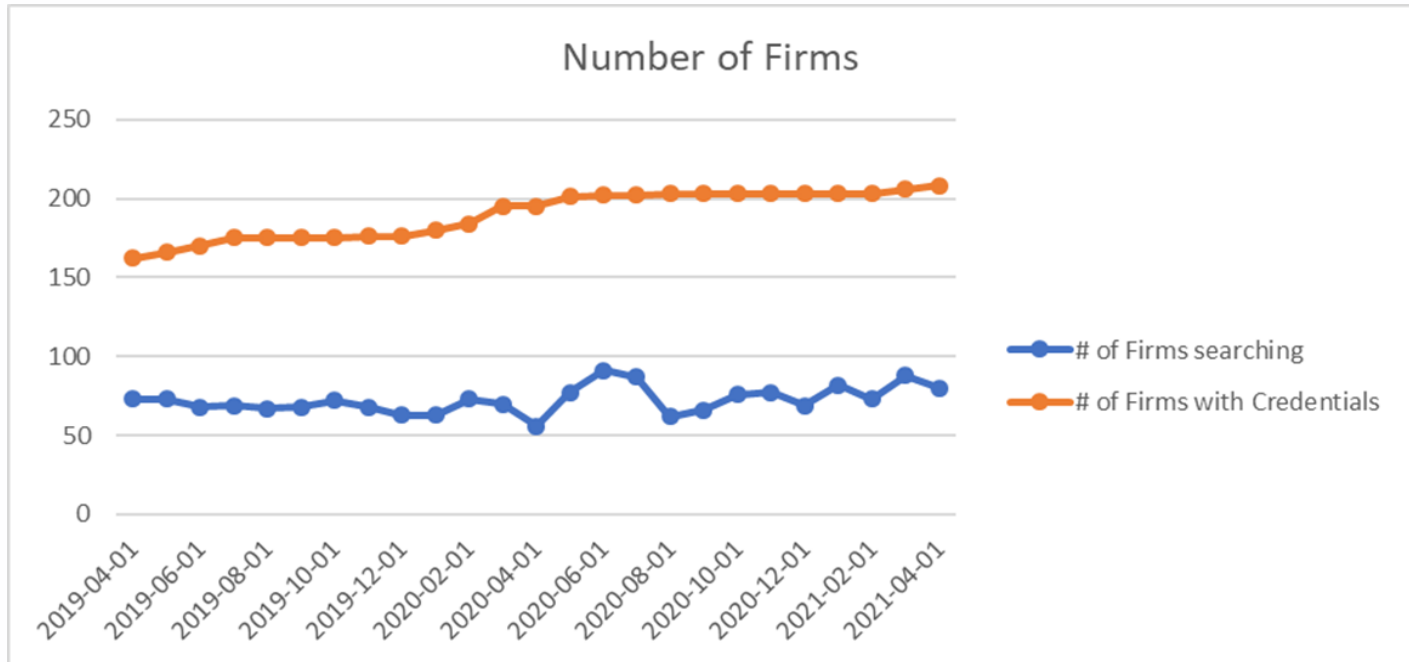




# PSRI Statistics



# PSRI Statistics

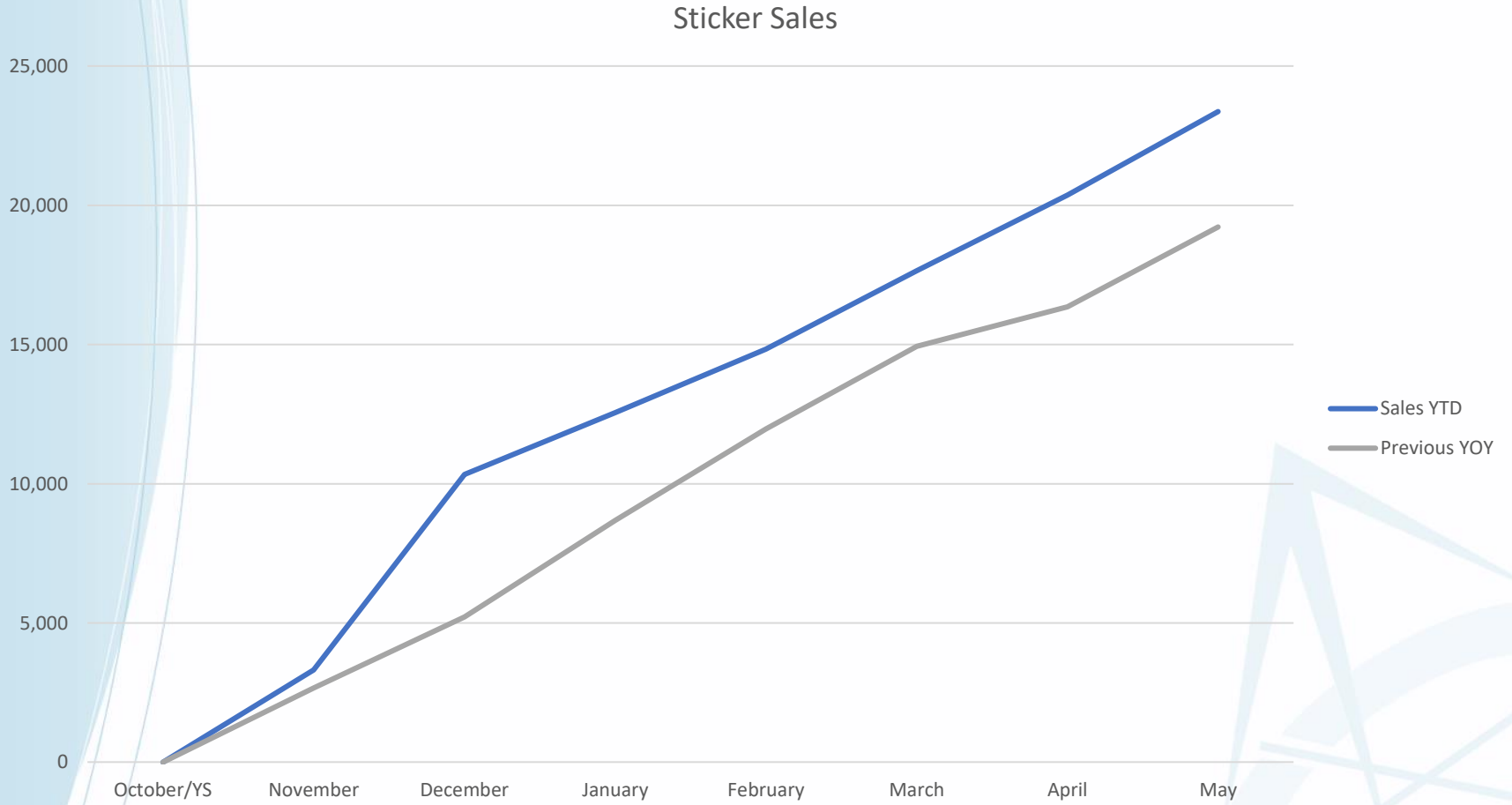


# Survey Review Department Statistics

## *Statistics as of March 31, 2021*

- 72 of overall firms (at the start of 2021)
- Target 74 of reviews to be completed (within 12 months of start date)
- 8.3% of systematic reviews completed (per month)
- There are 46 reviews in progress as at May 31, 2021
- Field inspections beginning May 10, 2021 (it was delayed slightly to allow for vaccinations to occur)
- 6 months on average to complete the 6 reviews (from start to finish) The start date is deemed to be the date we receive the supporting material
- Sticker sales this month 2,990 (May); last month 2,720
- Sticker sales YTD Nov 1, 2020 to May 31, 2021 23,360

# SRD Sticker Sales



# AERC Statistics

## 2020

- 52 Academic Evaluations completed
- 33 Articling students approved
  - (6 Ryerson, 8 York, 2 UNB, 1 U of T, 2 Georgian College, 1 Northern College, 1 Western, 1 McMaster, 1 Waterloo, 8 internationally trained, 1 Nova Scotia Community College, 1 Lakehead University)
- 2.60 years average term of articles for new surveyors
- 13 Statutes Exams graded, 0 failures
- 45 Professional Exams given (As of November 27, 2020)

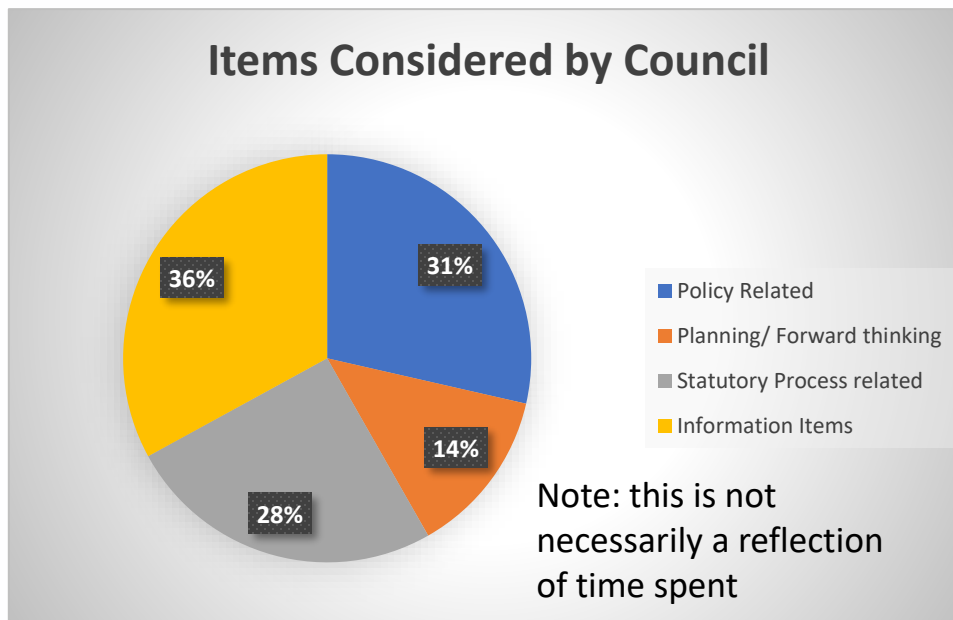
## 2021

- 23 Academic Evaluations completed
- 7 Articling students approved
  - (3 UNB, 1 U of O, 2 York, 1 Internationally trained)
  - 1 Statutes Exam graded, 0 failures
  - No professional exams delivered in 2021 to date

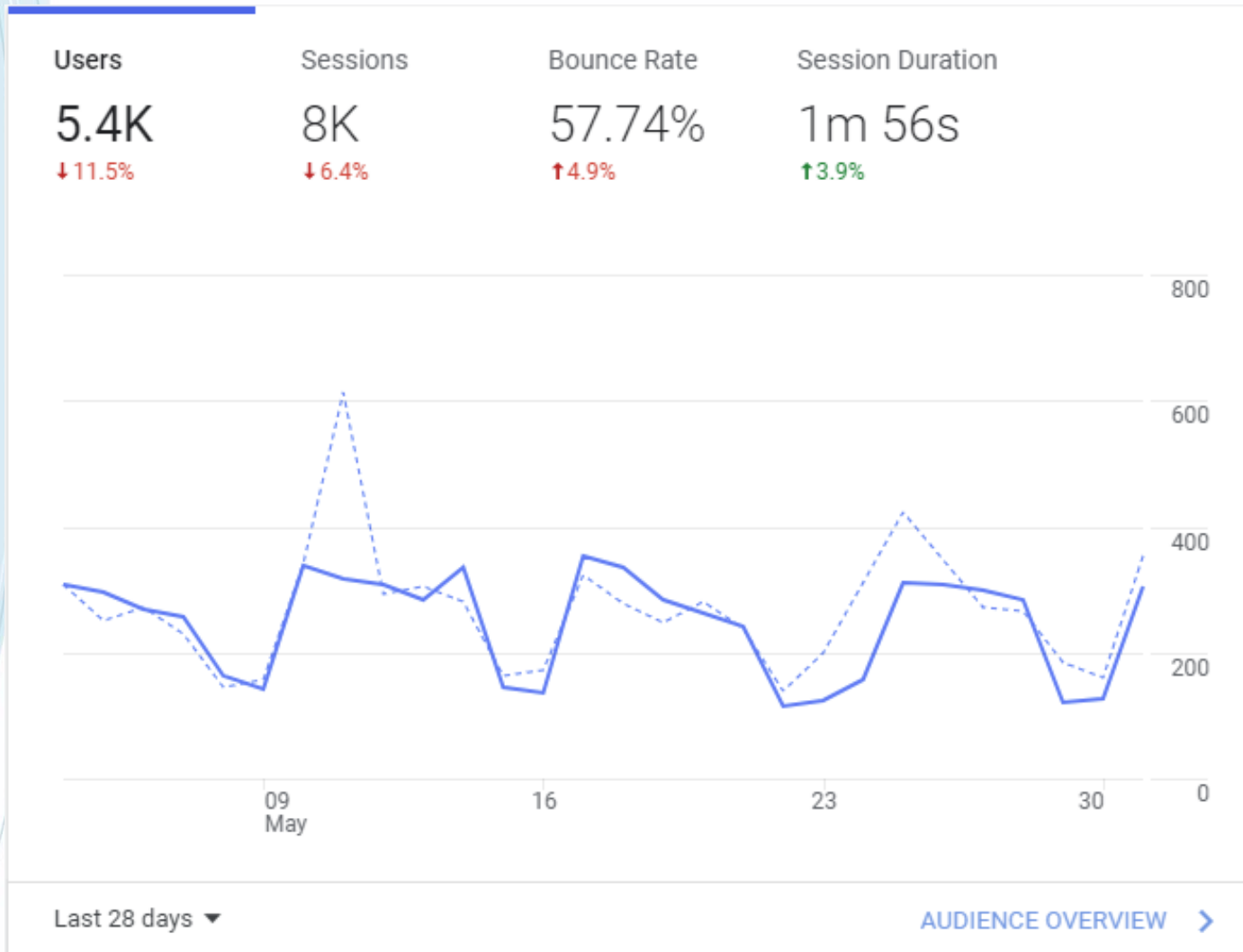
# Council (since Jan 2020)

- Number of By-laws approved - 3
- Number of Bulletins approved – 1
- Number of Regulations approved – 3

Discipline			
Number of referrals	Number to Mediation	Number to Discipline	Number Dismissed
	5	1	2

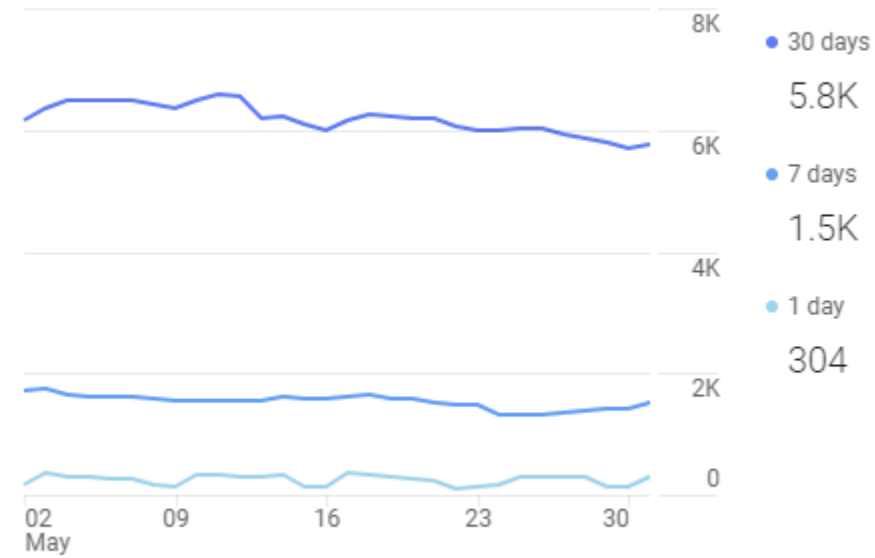


# AOLS Website



# AOLS Website

Active Users



Last 30 days ▼

[ACTIVE USERS REPORT >](#)



# AOLS Website

Page	Pageviews	Page Value
/	1,104	\$0.00
/find-a-surveyor	449	\$0.00
/resources/public-resources/faqs	444	\$0.00
/resources	253	\$0.00
/resources/public-re...yment-opportunities	210	\$0.00
/membership/become-an-ols	199	\$0.00
/resources/list-of-registration-numbers	172	\$0.00
/resources/public-resources/survey-plans	163	\$0.00
/public-protection	143	\$0.00
/resources/monumentation-identification	133	\$0.00

Last 7 days ▼

[PAGES REPORT](#) >

# Committee/Task Force Summary

Committee/Task Force	Status	Council Attention Req'd
Fees Mediation		Seeking approval of manual
Government Relations		
Legislation and Regulations TF		seeking RFP approval
Nominating		
Registration		
Fees for Field Notes TF		
Complaints		
Discipline		
LRO Task Force		
Monument Protection		
LRO Task Force		
Professional Standards		
Province-Wide SRI Committee		
Survey Review Department		
Underground Utilities		
AERC		
Continuing Education		
CPD Audit		
Geomatics Recruitment & Liaison		
Expanded Profession TF		
Harassment & Discrimination Prevention		
Public Awareness		
University & College Liaison		
Website Maintenance		
Municipal Surveyors		
AGM		
Archival and Historical		
Insurance Advisory		

## Legend

On Track
Somewhat on Track
Needs Attention
Inactive

# Statutory Committee - Fees Mediation Committee

## Key Commitments/Expectations

- Procedural Manual reviewed regularly
- Decisions or Interim decisions issued within 60 days of parties delivering final submissions
- Annual reporting completed on (likely by Registrar):
  - Number of Mediations
  - Number of Arbitrations
  - Average time to resolve fee complaints

## Progress

- One case has been resolved
- The second case appears to have been resolved between both parties. The Presiding Officer (Brent) continues to follow up to ensure finalization that this happens.
- Mediation training complete for most members
- Manual Updated for Council approval

## Other Comments

Manual Updated for Council approval

Status: (e.g. On-track)

On track

# Non statutory Committee - Government Relations Committee

## Key Commitments/Expectations

- Meetings held with Key ministries: MNRF, MGCS and MTO annually
- Issues requiring attention addressed

## Progress

- Inactive, although ED continues to meet with Ministry staff as required

## Other Comments

Status: (e.g. On-track)

Inactive

# Non-Statutory Committee - Legislation and Regulations Task Force

## Key Commitments/Expectations

- Determine where to derive suitable and progressive legislative change
- Determine Suitable *Act* Changes

## Progress

- Final review of regulation changes finished after being returned by MNRF legal team
- Regulations approved by Council and confirmed by members, with MNRF
- Work continues on the review of the Surveyors Act (project plan, reading list, RFP, stakeholder engagement)

## Other Comments

Status: (e.g. On-track, behind schedule)

On Track

# Statutory Committee - Nominating Committee

## Key Commitments/Expectations

- By August 31st elect a chair from its members
- By November 15<sup>th</sup> send the Registrar a slate of candidates nominated for Council
- Give consideration to diversity in their selections
- initial meeting for 2021 will be held in June to discuss possible candidates.

## Progress

- Initial meeting for 2021 will be held in June to discuss possible candidates.

## Other Comments

Status: (e.g. On-track, behind schedule)

Inactive

# Statutory Committee - Registration Committee

## Key Commitments/Expectations

- Procedural Manual reviewed regularly
- Decisions or Interim decisions issued within 60 days of applications to the Committee.
- Annual reporting completed on (likely by Registrar):
- Number and type of hearings
- Average time to resolve application

## Progress

- Applications usually take 1-2 weeks to resolve. These have been done most recently via email
- Usually 1-2 applications per year
- Most current applications have been requests for OLS' to be able to have one OLS to operate more than 1 office under 1 C of A

## Other Comments

No hearings have been requested

Status: (e.g. On-track, behind schedule)

Inactive

# Non-Statutory Committee - Fair Fees for Field Notes Task Force

## Key Commitments/Expectations

- Report considering the “reasonable fees” for survey records.

## Progress

- Have met to consider next steps but no consensus reached

## Other Comments

The Task Force will be performing another survey of the membership in 2021

Status: (e.g. On-track, behind schedule)

On Track



# Statutory Committee - Complaints Committee

## Key Commitments/Expectations

- Procedural Manual reviewed regularly
- Disposed of complaints within 90 days after the day the complaint was filed {Surveyors Act s. 23(3)(b)}

## Progress

- The Committee has completed its review of the Manual of procedures and is seeking approval from Council.
- 2 Complaints remain from last year and 6 new complaints have been received to date this year.

## Other Comments

- The manual has been updated and is ready for Council approval
- Need to find a way of balancing workload, particularly in advance of meetings and away from the Chair
- Need to find a better way of using the AOLS portal
- Can use another member

Status: (e.g. On-track, behind schedule)

On Track

# Statutory Committee - Discipline Committee

## Key Commitments/Expectations

- Procedural Manual reviewed regularly
- Hearings scheduled within 60 days
- Written orders and reasons issued after hearing within 30 days
- Annual reporting completed on:
  - % of Joint submissions
  - % of decisions with appeals
  - # of days to schedule a hearing after Council referral (expected 60 days)
  - # of days to deliver written Order and Reasons after hearing (expected 30 days)

## Progress

- 3 hearings held to date this year (all ended with joint submissions). 1 hearing was held using online mechanisms.
- Decisions were posted to the website and In Sight.
- All decisions have been published in the OPS magazine and one will be published
- On November 12 & 13, 2020, 10 members of the Discipline Committee completed both the basic and advanced modules of the Discipline Orientation Workshop offered by the Health Profession Regulators of Ontario (HPRO). It is expected that the remaining 10 DC members will complete that training in Spring 2021

## Other Comments

Committee is working on recommendations approved by Council

Status: (e.g. On-track, behind schedule)

On Track

# Non-Statutory Committee - LRO Task Force

## Key Commitments/Expectations

- Address changes resulting from the closure of Land Registry Office Counter Services

## Progress

- Have met several times with MGCS to discuss progress and provide advice
- Working with MGCS to create a plan preview tool which will prevent surveyors from purchasing unnecessary plans

## Other Comments

Status: (e.g. On-track, behind schedule)

On-track

# Non-Statutory Committee - Monument Protection Committee

## Key Commitments/Expectations

- Provide Public Awareness related to monument protection
- Consider Deferred Monumentation

## Progress

- We have had two meetings in 2021, focused mainly on deferred monumentation. Third meeting is scheduled for June 8<sup>th</sup>, 2021.
- Organized a meeting with chairs of other committees (i.e. Standards and Regs) to discuss proposed changes to the Surveyors Act Regulations (Monument and Performance Standards).

## Other Comments

- Reconsideration of deferred monumentation.

Status: (e.g. On-track, behind schedule)

Needs Attention – yet to consider deferred monumentation

# Non-Statutory Committee - Professional Standards Committee

## Key Commitments/Expectations

- Office Calculations and Drafting Webinar
- Survey Law for Party Chief Webinar
- Best Practices for Topographic Surveys
- Prepare sample plans for Website Committee
- Review regulatory requirements for modern day practices and technology

## Other Comments

- New tasks to be determined by committee, Executive Director, SRD Manager and/or AOLS Council.

## Progress

- CEC to hire a presenter for webinar(s).
- Working on various best practices documents.
- Appropriate Firm Survey Records Research for Legal Surveys guidelines started.
- Starting review of Regulations.

Status: On-track

# Non-Statutory Committee - Province Wide SRI Committee

## Key Commitments/Expectations

- Create new Terms of Reference
- Support Legislation and Regulations Task Force in creating regulations
- Ensure Data Administrator is on-track
- Ensure members are using the system

## Progress

- Continued to guide the development of the Provincial Survey Records Index (PSRI) with some enhancements:
  - Undockable plan views to allow better views of plans when adding records
  - Inclusion of “&” in records
  - Allowed linking multiple file types to records
  - Removal of “all” when searching for concessions or plans and removed searching limit as a result
  - Ability to clone record attributes to save data entry
- For the 2020 calendar year –
  - 490,427 new records were added to the PSRI
  - 27,604 record searches were performed
  - 64 error observations were recorded
  - 203 firms have credentials, but many have **not** been actively using the system

## Other Comments

- Addressing processes once the regulation requiring mandatory use is passed

Status: On Track

# Non-Statutory Committee - Survey Review Department Committee

## Key Commitments/Expectations

- Implement reviews on construction surveys
- Implement reviews for C of R members
- Redesign Master Tabular Report
- Generate Summary Statistics for historical reviews

## Progress

- 2021 – 73 CR scheduled for this year
- The Department intends to rebalance the workload for 2022
- Some supplemental reviews
- Goal is to complete all within 12 months of the start date
- CR reviews 40 started as of May 12, 2021 – start date is defined as the date the information is received from the firm
- 36 files opened; 3 dropped due to M & A or other; 1 file completed
- Field inspections began this week (May 10, 2021) once both of the field crew had received their first does of the COVID vaccine.
- Sticker sales for April were 2010 P-stickers and 710 V-stickers.
- Total sticker sales to the end of April

## Other Comments

- Consolidating and updating the SRD Practice Manual
- Moving forward with review of registered members and of construction projects

Status: On-track

# Non-Statutory Committee - Underground Utilities Committee

## Key Commitments/Expectations

- Inform membership of industry developments
- Craft a model utility survey product for AOLS members conforming to regs
- Create a proposed set of products for different purpose

## Progress

- Reviewed new items in CSA S250:20 revised mapping/survey standard for OPS; purchased copy
- Article **published** on CSA S250:20 for OPS
- Reviewed draft plan/profile of UG survey; updated SABUR proposal for three products
- **Completed sample** utility service sketch
- Updated draft article on public/private lands
- Reviewed ORCGA Dirt Report 2020

## Other Comments

- New Chair in July
- Met: Dec 1, 2020, 2021: January, Mar, April, May (x2)

Status: (e.g. On-track, behind schedule)

On track



# Statutory Committee - Academic and Experience Requirements Committee

## Key Commitments/Expectations

- Procedural Manual reviewed regularly
- Academic Evaluations completed
- Statutes and Professional Exams held and evaluated
- Policies considered, particularly in response to requests from the Office of the Fairness Commissioner

## Progress

- Committee is meeting regularly and achieving required outcomes in terms of evaluations, exams and articling approvals
- The committee is undertaking an exam question repository renewal and maintenance project

## Other Comments

- The committee is well resourced and performing well

Status: (e.g. On-track, behind schedule)

On Track

# Non-Statutory Committee - Continuing Education Committee

## Key Commitments/Expectations

Consider the educational needs of the members and set up CPD opportunities

Provide a minimum of 12 hours Formal and 12 hours Professional a year through AOLS presentations or sanctioned events.

## Progress

- The Committee met on eight occasions this year
- Party Chief Seminar in December
  - Party Chief Revenue \$12,073.25
  - Party Chief Expense \$10,117.35
  - **Profit \$1, 955.90**
- Working with the Professional Standards Committee on checklists
- Moved CPD from office staff to GeoEd platform
- Initiation of a CPD Audit Committee and first audit in June
- Working with the membership on the use and content of the AOLS website

## Other Comments

- Continuing to Provide adequate Content during COVID-19
- Training on construction layout to lessen Liability Claims

Status: (e.g. On-track, behind schedule)

On Track

# Non-Statutory Committee - CPD Audit Committee

## Key Commitments/Expectations

- Perform a detailed audit of CPD for 5% of members annually
- Annually review their audit processes
- Share results of the audit with Council

## Progress

- Developed processes, procedures and policies for audits
- Reviewed CPD entries for 5% of members. The large majority of entries reviewed were appropriate. Entering more than 30 hours per cycle continues to be concern
- The Registrar asked the Committee to provide their input to two questions in relationship to a member's CPD hour submission: Do the claimed hours appear to fall into the respective requirements for satisfying their professional and formal hours respectively; and Do the hours that satisfy the two categories fulfill the required amount of CPD for a practicing member? If not, what would be the total time allocated to the CPD claimed.

## Other Comments

- Refine instructions to and expectation of members
- Add details to the Terms of Reference
- The Committee will meet as a group on January 21 to discuss the questions above and the member's CPD hour submission.

Status: (e.g. On-track, behind schedule)

On Track

# Non-Statutory Committee - Geomatics Recruitment & Liaison Committee

## Key Commitments/Expectations

- Provide outreach to organizations that can help interest students in considering surveying as a career (e.g. high schools, career days, teacher events)
- Provide material to surveyors to assist them in providing outreach as previously noted

## Progress

- Working with York University to develop a recruitment video for distribution to students
- Assisted with setting up SHSM surveying course training to Toronto schools (delayed due to COVID-19)
- Maintain contact list of members for school presentations
- Created promotional material for Surveyors Day
- Completed virtual reality applications including the use of a digital sand box and demonstrating 3D scans
- Jointly sponsored “Get Kids into Survey” (<https://www.getkidsintosurvey.com/>)
- Working with UNB, Loyalist, York on recruitment efforts with Ontario High Schools
- Webinar in Q3 or Q4 with PAC and UCLC on priorities, progress and resources for members

## Other Comments

2020 and 2021 tactical plan significantly impacted by COVID-19 (conferences cancelled and schools closed – but – progress continues using online technology)

Status: (e.g. On-track, behind schedule)

Progress in areas of tactical plan not affected by face meetings.

# Non-Statutory Committee - Expanded Profession Task Force

## Key Commitments/Expectations

- Support the SRD Committee in developing reviews for CofR members
- Support AERC in the development of resources for applicants trying to become CofR members
- Develop a business case to move from CofR to a licensed requirement to practice in Geodesy, Photogrammetry, Hydrography and Geographic Information Management

## Progress

- Creating a letter and questionnaire to solicit support for One License model with key Stakeholders
- Plan to initiate calls and letters this summer (2021)
- Working to provide SRD Committee with recommendations on C of R reviews
- Next meeting is June 23<sup>rd</sup>, 2021.

## Other Comments

Plan on providing input into proposed changes to the Surveyors Act.

Status: (e.g. On-track, behind schedule)

On Track

# Non-Statutory Committee - Harassment and Discrimination Prevention

## Key Commitments/Expectations

- Research, survey and keep relevant statistics
- Identify issues and provide advice to Council on actions to prevent harassment & discrimination
- Identify support mechanisms and resources

## Progress

- Drafted Terms of Reference
- Completing jurisdictional scan
- Reviewing potential support resources
- Considering actions

## Other Comments

New Committee

Status: (e.g. On-track, behind schedule)

On-track

# Non-Statutory Committee - Public Awareness Committee

## Key Commitments/Expectations

- Manage the AOLS Brand and marketing communications to reinforce public awareness of the geographic information professionals in Ontario
- Support members in terms of promotional products and education tools for local public awareness initiatives
- Represent the AOLS at external events (e.g., Realtor Quest, Science Rendezvous)

## Progress

- AOLS Public Advertisement – “Minimizing Risk” Ad
- Support of International Women’s day
- Jointly sponsored “Get Kids Into Survey”
- Co-sponsoring an educational video on the activities of a surveyor – over 50 hours of footage shot, being edited.
- Cadastral promotion piece as it is now being added to the educator’s page on the public side of the AOLS website.

## Other Comments

- Their normal work has been impacted by COVID-19 (e.g. conferences cancelled) but will continue to seek advertising opportunities in print media and online.

Status: (e.g. On-track, behind schedule)

On-Track

# Non-Statutory Committee - University and College Liaison Committee

## Key Commitments/Expectations

- Maintain ongoing relationship with universities and colleges
- Support university and college surveying programs as possible

## Progress

- COVID-19 impacted much of the normal outreach activities, however, the Committee maintained relations with Colleges and Universities providing surveying courses.
- Provided regular outreach to all colleges and universities with surveying courses
- Supported UNB in their transition to an Online program
- Started new relationship with Seneca College
- Supported the College of Geographic Science (COGS) in the creation of a new online introduction to surveying program (it is now accepting registrations)
- Participated on numerous Advisory Committees
- Trying to support a start up program at Sir Sandford Fleming College

## Other Comments

- Increasing outreach and support for colleges

Status: (e.g. On-track, behind schedule)

On-track



# Non-Statutory Committee - Website Maintenance Committee

## Key Commitments/Expectations

- Support the creation and maintenance of the AOLS website

## Progress

- The committee met in April and set priorities for this year:
  - Database improvement
  - Update to Splash page (better organization)
  - Having Job adds expire
  - Investigate adding a shopping cart

## Other Comments

- Continued expansion of content
- Launching a publicly available Register
- Launching a more robust member directory for use by surveyors

Status: (e.g. On-track, behind schedule)  
on track

# Non-Statutory Committee - Municipal Surveyors Committee

## Key Commitments/Expectations

- Provide advice to municipalities regarding surveying matters and advocate for best practices regarding municipal matters.
- Increase awareness of Ontario Land Surveyors throughout municipalities in Ontario

## Progress

- Assisted AOLS in discussions with a municipality about legal survey information shown on pre-engineering drawings, without the supervision or assistance of an OLS.
- With changes to the LRO, where offices are being closed, discussed the procedure to continue to get copies of all registered and deposited plans delivered to municipalities.

## Other Comments

- Put in place procedure to receive plans from LRO and arrange to get missed plans
- Continue to promote to municipalities, the important role surveyors for municipalities

Status: (e.g. On-track, behind schedule)

On Track

# Non-Statutory Committee - AGM Task Force

## Key Commitments/Expectations

- Plan and operate the AGM

## Progress

- Inactive at this time

## Other Comments

The AGM will be conducted virtually due to COVID-19.

Status: (e.g. On-track, behind schedule)

Inactive

# Non-Statutory Committee - Archival and Historical Committee

## Key Commitments/Expectations

- Catalogues, displays, maintains, repairs, accepts and/or purchases archival equipment, documents, photographs and survey artifacts.
- Prepares and collects historical information about the Association and its member.
- Researches related matters and answers relevant, public inquiries.

## Progress

- The Committee had its first meeting of 2021 on Wednesday, January 6, 2021. It has to be noted that attendance appears to be negatively affected by the Covid 19. The physical meeting of members is a stimulus to attend meetings and the longer patrons are requested to limit gatherings, the more difficult it will become to re-establish attendance. This is the opinion of only the Chair.

## Other Comments

- The Committee will attempt to hold at least the number of recorded meetings of previous years and that should be seven. As the attendance is reduced by the effect of the virus, our list of completed and new projects will certainly suffer negatively.

Status: (e.g. On-track, behind schedule)

Somewhat on Track

# Non-Statutory Committee - Insurance Advisory Committee

## Key Commitments/Expectations

- Reviews claims and provides advice to the insurer and adjusters
- Sets rates for insurance based on advice from the insurer
- Maintain statistics to inform other committees

## Progress

- Committee met May 12, 2021 to review current claims
- Committee discussed \$2 Million should be the minimum coverage for all firms due to increased costs of construction
- Next Committee meeting September 30, 2021

## Other Comments

Status: (e.g. On-track, behind schedule)

On Track