



**Association of Ontario Land Surveyors**

# **HANDBOOK**

**For Candidates Applying to Become  
Ontario Land Surveyors  
Pursuant to the Labour Mobility Provisions  
Under the Agreement on Internal Trade**

*Containing rules, regulations and guidelines*

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## **General Information**

Under direction of the Premiers, governments across Canada have been working with regulators to strengthen the labour mobility provisions of the Agreement on Internal Trade (AIT).

On December 5th, 2008, Trade Ministers met and approved the legal text of an amended Chapter 7 on Labour Mobility, as recommended by Labour Market Ministers. With the formal signing off, the amended text came into force on April 1, 2009.

Under the amended AIT, any worker certified for an occupation shall, upon application, be certified for that occupation by each other Party which regulates that occupation without any requirement for any *material* additional training, experience, examinations or assessments as part of that certification process.

The Association of Ontario Land Surveyors has determined that land surveyors who are licensed in a Canadian province and licensed Canada Lands Surveyors will only be required to complete one jurisdictional examination.

## **Making Application**

A land surveyor licensed in a Canadian province or a licensed Canada Lands Surveyor (the candidate) who wishes to be licensed as an Ontario Land Surveyor must complete the application form (attached) and arrange to have the home association provide a “good standing letter” directly to the Association of Ontario Land Surveyors. The candidate must hold a license that is not encumbered or restricted in any way within the home association.

The candidate may choose to become an associate member of the Association of Ontario Land Surveyors (see eligibility for associate membership) but this is not a requirement to write the jurisdictional examination. The advantage of becoming an associate member is that it ensures that the candidate receives current information, such as the Ontario Professional Surveyor Magazine, from the AOLS.

Once the Association of Ontario Land Surveyors has received the appropriate fees, the application form and the “good standing” letter from the home association, the candidate is eligible to write the jurisdictional examination. The Association of Ontario Land Surveyors will confirm the date, time and location to write the jurisdictional exam. The jurisdictional examination shall be offered within thirty business days of The Association of Ontario Land Surveyors receiving the application.

## **Writing the Jurisdictional Examination**

Candidates will be examined on their knowledge and comprehension of the Ontario legal systems and statute law as it applies to surveying in Ontario. The jurisdictional examination will include practical questions on survey requirements, legalities, problems, and possibilities likely to be encountered in surveys of land in Ontario including, but not limited to condominium surveys, urban and rural subdivision surveys, pipeline and right-of-way surveys, and real property reports. Particular emphasis will be placed on the evaluation of survey evidence as it relates to the practice of land surveying in Ontario.

The Jurisdictional Examination is a closed-book exam and shall last no longer than half-a-day.

The price to write the Jurisdictional Examination is \$150 plus HST.

## Syllabus and Reading List

Candidates will be expected to demonstrate a thorough knowledge of the surveying profession in Ontario which may include:

1. Scope of the surveying profession in Ontario;
2. Professional responsibilities of Ontario Land Surveyors;
3. Ethical basis of professional practice and an understanding of survey systems in Ontario; and
4. Current affairs of the Association of Ontario Land Surveyors.

Candidates will be examined on their knowledge and comprehension of the Canadian and Ontario legal systems and the statute law as it applies to surveying in Ontario. In particular, candidates are expected to have a complete understanding of all of the statutes contained in section E:2 and E:3 in the current Articling Student Handbook including recent amendments.

Candidates will be questioned on survey requirements, legalities, problems, and possibilities of a practical nature likely to be encountered in surveys of land in Ontario. Emphasis will be placed on situations requiring some degree of discretion and professional judgment.

### *Partial List of Ontario Statutes*

E: 2 Provincial statutes as published in Revised Statutes of Ontario, 1990 (available at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca))

Primary Acts:

TITLE

Boundaries Act  
Condominium Act  
Expropriations Act  
Land Registration Reform Act  
Land Titles Act  
Municipal Act  
Planning Act  
Registry Act  
Surveyors Act  
Surveys Act

Secondary Acts

TITLE

Aggregate Resources Act  
Beds of Navigable Waters Act  
Conveyancing and Law of Property Act  
Drainage Act  
Mining Act  
Ministry of Natural Resources Act  
Occupational Health and Safety Act  
Ontario Underground Infrastructure Notification Systems Act  
Public Transportation and Highway Improvement Act  
Real Property Limitations Act  
Road Access Act  
Statutory Powers Procedure Act  
Territorial Division Act

E: 3 Federal statutes as published in the Revised Statutes of Canada, 1985 (available at <http://laws.justice.gc.ca/en/index.html>)

**TITLE**

Access to Information Act  
Aeronautics Act  
Canada Evidence Act  
Canada Lands Surveys Act  
Canada Transportation Act  
Competition Act  
Copyright Act  
Criminal Code  
Expropriation Act  
International Boundary Commission Act  
Navigable Waters Protection Act  
Personal Information Protection and Electronic Documents Act

***Publications of the Association of Ontario Land Surveyors***

Additional articles and publications are available in the document library section of the AOLS website at [www.aols.org](http://www.aols.org)

## **Jurisdictional Examination Results**

Candidates must receive a mark of 65% or higher in order to pass the Jurisdictional Examination.

The Association shall attempt to provide the results of the Jurisdictional Examination within ten business days of the exam being written.

If the candidate passes the Jurisdictional Examination, then the candidate is eligible to be registered as an Ontario Land Surveyor.

If the candidate does not pass the Jurisdictional Examination, the candidate may appeal his mark in writing to the Registrar. An appeal fee will apply. As of January 2009, the appeal fee is \$100 plus HST.

If a candidate does not achieve a pass mark in his or her first attempt at the Jurisdictional Examination, the Association of Ontario Land Surveyors may require the candidate to wait a period of time before attempting the written jurisdictional examination again. The first waiting period shall not exceed 30 calendar days. The waiting period following the second and subsequent attempts shall not exceed 90 calendar days.

If the host association determines that an applicant does not have the required level of jurisdictional knowledge to successfully complete the requirements then experience may be the way to gain that knowledge. The onus is on the applicant to gain the required knowledge by whatever means he or she chooses. The onus is not on the host association to define a period or type of training although the host association may make recommendations.

## **Registration as an Ontario Land Surveyor**

Pursuant to the requirements of the *Surveyors Act*, Regulations and Bylaws pursuant thereto, an individual applying for registration as an Ontario land surveyor must:

- (a) be at least 18 years of age,
- (b) be of good character,
- (c) pay the prescribed fees.

## **Eligibility for Associate Membership**

### **O. Reg. 1026**

**20.** (1) An associate is a person who applies to be an associate, pays the annual fee prescribed by the by-laws for associates and,

- (a) is enrolled in a post-secondary school course in professional surveying;
- (b) is a party to Articles of Agreement with a member of the Association; or
- (c) is employed in, retired from or aligned with the practice of professional surveying. O. Reg. 105/98, s. 4; O. Reg. 218/10, s. 8; O. Reg. 327/12, s. 3.

(2) Associates are entitled to receive general information issued by the Association and to attend meetings of the Association, but are not entitled to vote at meetings. O. Reg. 105/98, s. 4.

## **Correspondence**

All inquiries with respect to the procedures relating to the admission of candidates to articles, examinations, and other information should be made to:

Kevin Wahba, B. Eng., LL.B. OLS, Registrar  
The Association of Ontario Land Surveyors  
1043 McNicoll Ave  
Toronto, ON M1W 3W6  
Phone: 416-491-9020 or 1-800-268-0718 Fax: 416-491-2576  
E-mail: [kevin@aols.org](mailto:kevin@aols.org) Website: [www.aols.org](http://www.aols.org)

## Application for Jurisdictional Examination

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

NOTE: The jurisdictional examination may only be written where there is an approved invigilator available. Please indicate your preferred location and its Association will try and accommodate you.

I hereby apply to attend the Jurisdictional Examination in: \_\_\_\_\_

Preferred Examination Date: \_\_\_\_\_

Examination Fee: \$150 plus HST      **Please Note: The examination fee is non-refundable.**

*Please pay by cheque.*

Cheque enclosed for \$150.00 plus HST \$19.50 for a total of \$ **169.50** (HST # 10673 3009 RT)

**Credit Card**

MASTERCARD       VISA       CHEQUE

3% Convenience Fee will be applied to payments made with Credit Cards

**If you select to pay by a credit card a custom checkout link will be sent out to you.**

Please return this form with the required fee of \$150.00 (plus HST) and a letter of good standing from the appropriate association in which you have current membership to:

**Please return to  
Association of Ontario Land Surveyors  
1043 McNicoll Ave  
Toronto, ON  
M1W 3W6**

**Fax: (416) 491-2576      E-mail: [kevin@aols.org](mailto:kevin@aols.org)**

**FOR OFFICE USE ONLY**

**Jurisdictional Examination Date \_\_\_\_\_**



## DECLARATION OF INVIGILATOR PERSONAL INFORMATION

Name of Invigilator \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone number \_\_\_\_\_ E-mail address \_\_\_\_\_

Occupation \_\_\_\_\_

Name of Employer or Firm \_\_\_\_\_

Business Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Professional Affiliations \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### DECLARATION

I have been invited by \_\_\_\_\_ who is a candidate for  
(Name of Candidate)

a Commission as an Ontario Land Surveyor, to act as an invigilator while the said candidate is in the act of writing the Agreement on Internal Trade (AIT) examination for the Association of Ontario Land Surveyors.

I hereby declare that I will carry out my invigilation responsibilities in a fair and impartial manner and will ensure that the candidate writes the examination without receiving any assistance by direct or indirect means.

Signature of Invigilator \_\_\_\_\_ Date \_\_\_\_\_

Accepted by AOLS \_\_\_\_\_ Date \_\_\_\_\_

## **INSTRUCTIONS TO INVIGILATORS**

The AIT examination is a 4-hour Closed Book examination.

Candidates may not consult with other persons during the exam by any means.

Candidates require a private room where they may write the exam, under the direct supervision of the Invigilator.