

September 29,

Academic & Experience Requirements Committee
Association of Ontario Land Surveyors
1043 McNicoll Avenue
Scarborough, Ontario
M1W 3W6

Dear Committee Members:

SUBJECT: Reduction of Article Time and Experience Requirement

I am an articling student with eighteen years of experience at the service of an Ontario Land Surveyor. The enclosed *curriculum vitae* describes the survey work I have done since . On the basis of this extensive experience, I am applying for a reduction of articling time and the waving of the minimum 12 months of experience as a party chief.

The minimum of 24 months of experience, as stipulated in the Academic and Experience Requirements Committee Student Handbook, is intended to ensure that articling students are sufficiently introduced to the various duties of the Ontario Land Surveyor. In my opinion, my employment with , O.L.S., since , has adequately exposed me to the day-to-day practice of an Ontario Land Surveyor.

The experience I acquired was ascending in terms of responsibility and difficulty of surveys. Due to the increased work load in 1988, our firm expanded to three field crews. The amount of work generated from this expansion required my full-time presence in the office. My duties included the training and direct supervision of a young party chief. I consider this experience to be most beneficial in terms of future supervision of my staff. I learned that it was one thing to be a party chief as I had been for 13 years, but it was most challenging to directly supervise and organize the workload for someone else. Evidently these duties were pertinent professional surveying experience at a level that is sufficiently intense to prepare me for my professional career.

The Academic and Experience Requirements Committee Student Handbook further stipulates that 12 months be spent at the party chief level or higher. This is intended to develop the skills of evidence assessment, of good client communication, and of employee supervision and training. I have performed thousands of surveys at the party chief level. These surveys are rarely identical in terms of the problems they pose.

A good understanding and application of the rules of the priority of evidence are necessary to assess evidence for a boundary retracement. As a party chief, many situations arose where I carefully considered the merits of conflicting evidence. At the end of the day, I knew that I had to substantiate to my employer the decisions taken at the risk of occasionally being

overruled. This contributed to my learning process and has enabled me to be a better field supervisor because I have had many years of hands-on experience. This further enables me to prepare accurate cost estimates, which are vital in depressed economic times.

The years I spent as a party chief enabled me to develop good client communication skills. From tactful explanation of our right of entry to diligent interrogations in search of extrinsic evidence, I have been exposed to numerous situations that far exceed what can be reasonably expected in 12 months as a party chief.

Lastly, my skills in employee supervision have greatly improved since I started as a young party chief, in 1975, in charge of people often older than me. These skills were developed from a multitude of situations that arose in managing the behaviour of people. I have often reflected that a party chief's job is much more about managing people than it is about surveying. Learning to ask and not dictate, learning to delegate, learning to respect others, and learning to never compromise the survey quality are all objectives I have attained.

I hope the committee will agree with me that I am getting a better experience assisting my employer in the office than returning to a party chief position. I regularly supervise survey work. This may include preparing an office search or reviewing the Land Registry Office search, talking to the client to record the instructions and to explain these instructions to the party chief, reviewing and calculating the field work pointing out any discrepancies with the standards of survey, and finally delivering the product to the client answering any concerns raised. My duties also include the preparation of proposals that have a direct bearing on our ability to obtain work. The foregoing is pertinent supervisory experience that will be beneficial during my professional career.

Enclosed are twelve examples of field notes I have prepared as a party chief. These field notes were randomly chosen and were left intact. Coloring done on the photocopies replicates the coloring present on the original field notes. They are offered as examples of my work and amount to the same number of field notes that would be reviewed during a 12-month articling period as a party chief. I have sent a copy of this request to my monitor, Mr. John Galejs, for his review and comments.

My employer, Mr. _____ has enclosed a letter of recommendation for the committee's perusal. In reviewing this application, the committee should look at my experience and my academic achievements as proof of my strong desire to become a responsible Ontario Land Surveyor.

Sincerely,

O.L.S. Articling Student.

CAREER SUMMARY

A Certified Survey Technologist with:

- five years full and part-time experience as a calculator-draftsman and occasional field supervisor for an Ontario Land Surveyor,
- thirteen years experience as a party chief for an Ontario Land Surveyor.

EXPERIENCE

Ontario Land Surveyor.

Draftsman-calculator and occasional Field Supervisor f

Duties performed include the following:

- supervise activities of one field crew,
- calculate field returns with the use of a computer and prepare pencil drawings of the final plans,
- help schedule work itineraries of field staff,
- tabulate and schedule incoming jobs,
- implement and maintain a surveying computer system for the office,
- prepare Ontario Basic Mapping proposals and estimates,
- write proposals, reports and correspondence,
- meet clients,
- represent the firm at municipal council meetings and at provincial government offices,
- collect accounts receivables.

Party Chief f

Duties performed include the following:

- train most new survey assistants hired during this period,
- do the following surveys in the field: land severances, retracement surveys, topographic surveys, road widening surveys, construction surveys, horizontal and vertical control surveys,
- train other party chiefs to do field calculations with the use of hand held programmable calculators such as the HP 41CX,
- do office calculations and pencil drawings of final plans on a part time basis.

EDUCATION

Erindale College, University of Toronto, Mississauga, Ontario.

Attended two years of full-time surveying studies.

Received the **J.D. Barnes Scholarship** as one of the top surveying students.

Received the **Dean's Honour Award** for a cumulative grade point average of 3.50 or higher for the 1991-1992 Winter Session and awarded a **Faculty Scholar Certificate**.

Continuing Education.

Attended many seminars offered by the Association of Ontario Land Surveyors and the Association of Certified Survey Technicians and Technologists of Ontario.

Algonquin College of Applied Arts and Technology, Ottawa, Ontario.

: Graduated with a Survey Technology Diploma, Honours Distinction.
Co-recipient of the **Kuhring Prize** awarded to the top third year graduating technology student.

Ecole Secondaire André Laurendeau, Vanier, Ontario.

Graduated with a grade 13 diploma

ASSOCIATIONS

Certified Survey Technologist with the Association of Certified Survey Technicians of Ontario, since , now associate member of the Ontario Association of Certified Engineering Technicians and Technologist.

Member of the Canadian Institute of Geomatics.

Junior Associate member (Articling Student) of the Association of Ontario Land Surveyors.

INTERESTS

Computers and state of the art surveying instruments and methods.
Gardening, landscaping and carpentry.

VOLUNTEER ACTIVITIES

Member of the Region Executive Committee of the Association of Certified Survey Technicians and Technologists of Ontario, holding the post of treasurer.

Board member of the Association of Certified Survey Technicians and Technologists of Ontario, retiring as vice-president due to full-time studies. Received a merit award for an outstanding contribution in the continuing education programme.

Member of the Survey Advisory Committee of Algonquin College.



ONTARIO LAND SURVEYOR
ARPENITEUR-GÉOMÈTRE

September 29,

Academic & Experience Requirements Committee
Association of Ontario Land Surveyors
1043 McNicoll Avenue
Scarborough, Ontario
M1W 3W6

Dear Committee Members:

**SUBJECT: Reduction of Article Time and Requirement for
Articling Student**

Mr. _____ has been employed by me for the better part of the past 20 years. Consequently, _____ has gained valuable experience in all phases of my survey practice. I am recommending to the Academic & Experience Requirements Committee to reduce the article time of _____ and to wave the minimum 12 months of field experience as a party chief.

The following will summarize the employment record of _____

Summer	:	Instrument man.
Summer	:	Junior Party Chief under close supervision.
	:	Party Chief (40 hours per week) and part time
	:	Calculator-draftsman (post 40-hour period).
	:	Calculator-draftsman; duties included the
	:	supervision of one crew.
	:	Part time employment (10 hours per week), while
	:	attending Erindale College, and summer
	:	employment, both as a Calculator-draftsman and as
	:	an occasional Supervisor of a survey crew.
to present:	:	Calculator-draftsman; duties include the occasional
	:	supervision of one crew, client interviews,
	:	proposal writing, and estimating.

It is my opinion that _____, with his experience as a party chief for 13 years and with occasional supervisory duties during the past 5 years, has achieved the intended goals of the stipulated 12-month period as a party chief. These goals include hands-on experience at solving survey problems, direct client contacts, preparation of legible field notes, development of sound survey methods, and exposure to the pitfalls of personnel management. _____ has been exposed to a multitude of survey problems, to numerous client contacts, and to various employee supervision challenges. He has prepared field notes for thousands of jobs that are complete and illustrate a rigorous survey method.

My opinion is based on my experience in meeting the challenges of day-to-day private practice, on my previous duties of correcting the AOLS field note assignments, and as a past monitor for articling students. Furthermore, I feel that _____ will gain more in terms of his preparation to become a professional by assisting me in office duties. It is my view that articling students such as _____ should be treated differently regarding the experience requirements, than a student with little pertinent survey experience. I hope that the committee will exercise its judgment to look favorably on _____ application for a reduction of term and experience requirement.

Sincerely,

Ontario Land Surveyor



Purpose: LAND SEVERANCE OF PART OF INST. N^o 486607
 (PART OF THE W¹/5 OF THE E³/4 LOT 20)

INSTRUCTIONS: - COPY OF LAND SEVERANCE SKETCH
 - MR. ANDRE THIBERT, BROTHER-IN-LAW
 OF THE PURCHASER, ASSISTED ME
 DURING THE SURVEY.

BEARING REF: N68°55'30"E OF THE SOUTH LIMIT OF LOT
 20, CON 3 AS SHOWN ON PLAN 462-3254

LOT CORNER TIE: I FD ACCEPTED AN S.I.B. WITNESSING
 THE S-W. COR. OF LOT 20 AS
 SHOWN ON PLAN 462-3254

R.A. BETW. CON. 213: - FD FACE. THE TWO 104 BARS AT
 THE BEND IN R.A. (PART 14 - 462-3254)

- I TOWED TO THE SIB AT THE N-E CORNER
 OF PART 2 PLAN 462-311
 - SEE PLANS: 462-3254, 462-1343, 462-3223

R.A. BETW. CON. 314: - FD FACE. S-E CORNER OF PART 8
 PLAN 462-3254 AND THE S-W. CORNER
 OF PART 13 462-3254.

- I TOWED TO THE N-E CORNER LOT 20, CON 4
 - I 'MONUMENTED' THE REMAINS OF AN OLD
 PILE CONSISTING OF WIRES ON GROUND
 WITH THE OCCASIONAL FENCE POST.
 THE FENCE WAS BADLY DAMAGED BY
 A FOREST FIRE 25 YEARS ± AGO
 - THERE IS A DITCH JOG AT THE
 LINE BETW. N¹/2 1 1/2 LOT 20 THUS CONFIRMING
 THE FENCE AS THE LINE

JOB 8417

ROAD ALLOWANCE BETWEEN
 CONCESSIONS 2 AND 3

W¹/5 OF THE E³/4 LOT 20

PLANE (5 YRS ±)
 - REMAINS
 OLD PILE

CONCESSIONS

W¹/2 LOT 31

E¹/2 LOT 31

W¹/4 LOT 20

PART 1
 462-11

PART 2
 462-11

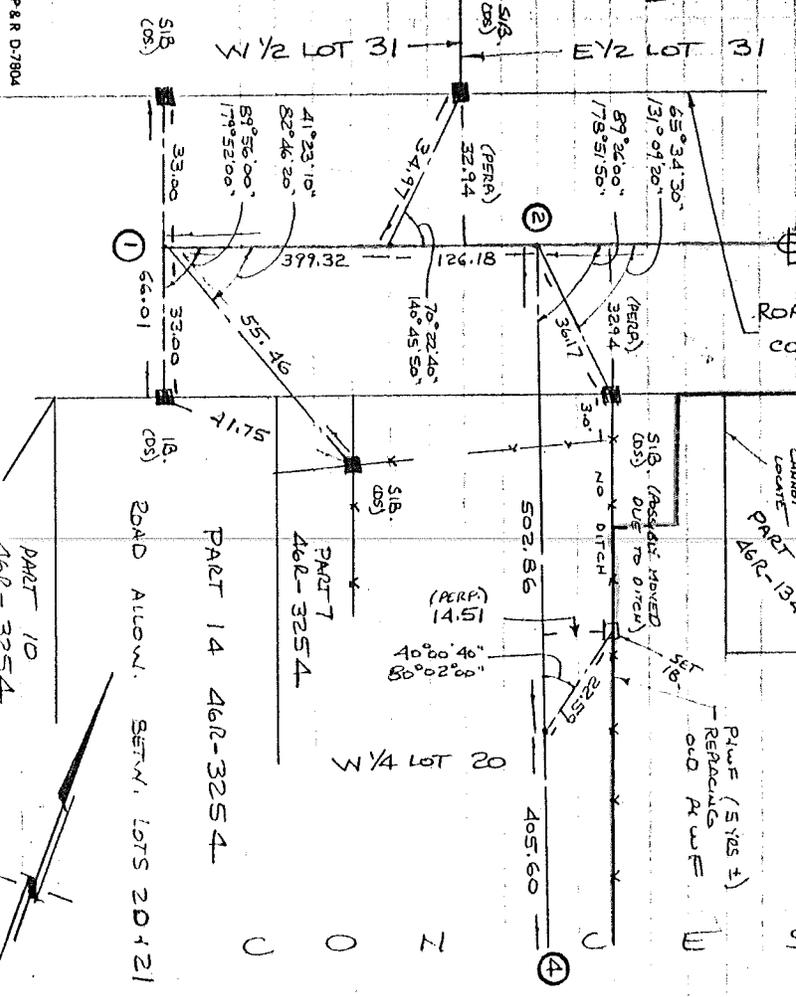
PART 3
 462-11

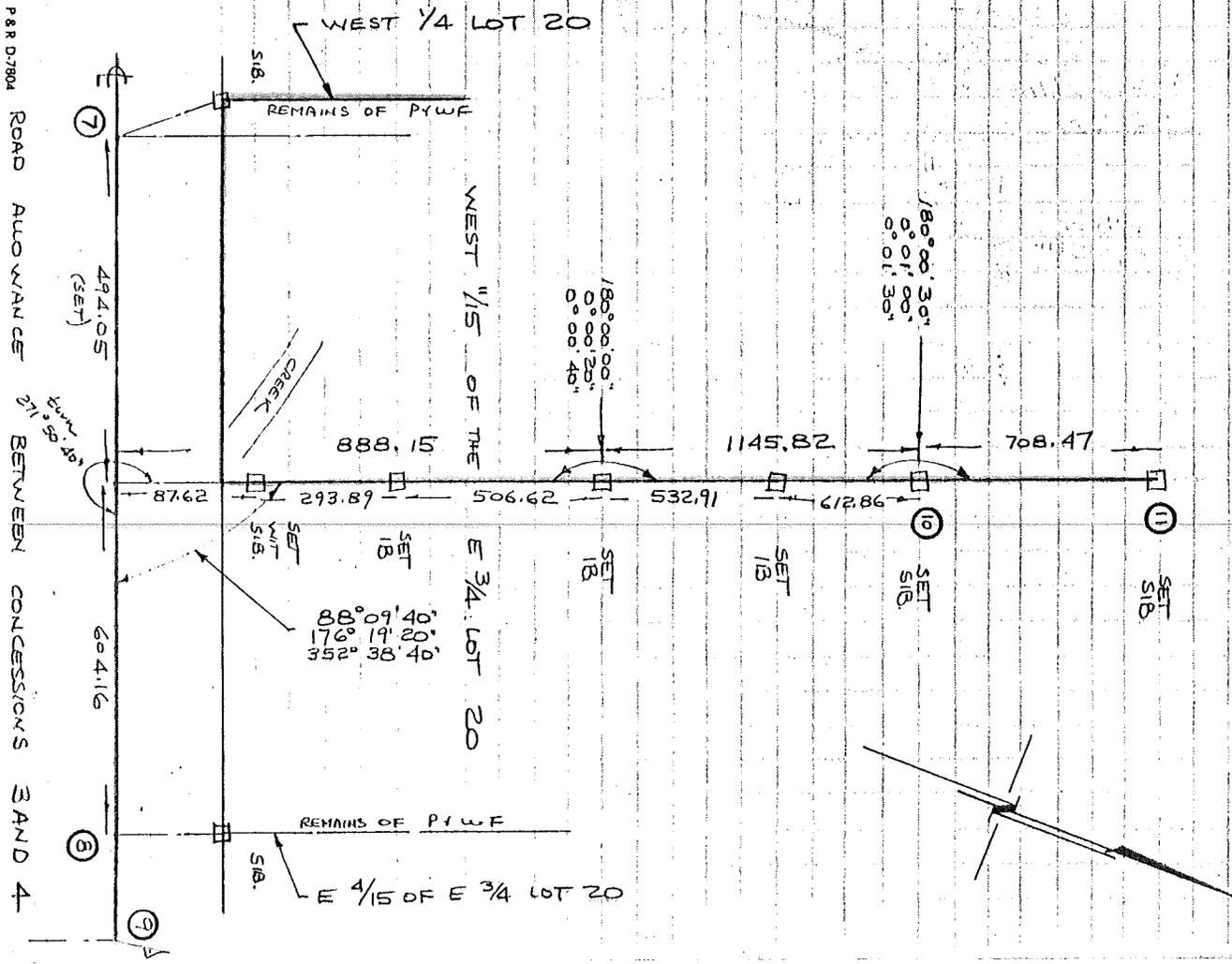
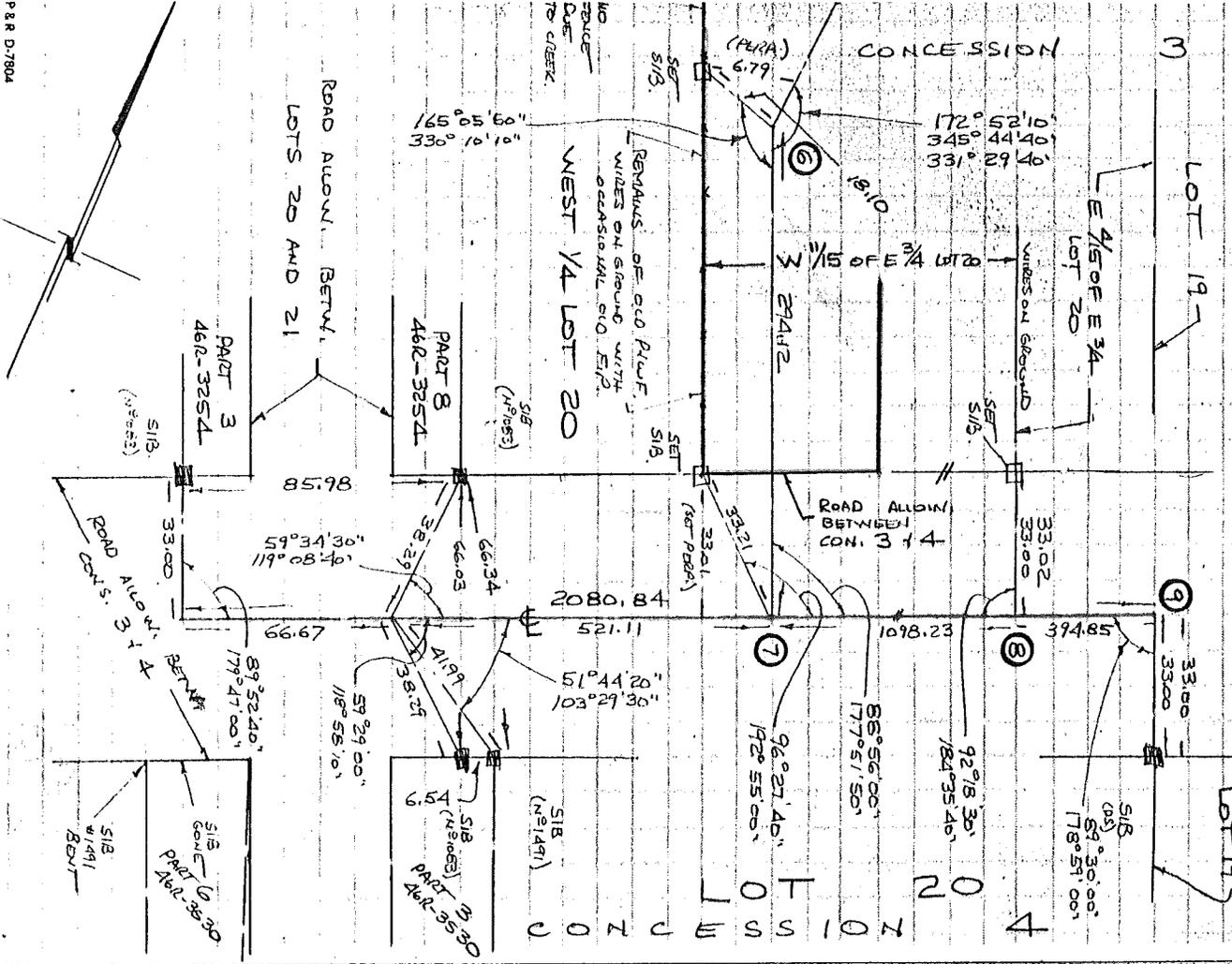
PART 7
 462-3254

PART 14
 462-3254

PART 10
 462-3254

ROAD ALLOW. BETW. LOTS 20 & 21





BROTHER IN LAW

ACHERER - RUIER

JEAN-PIERRE

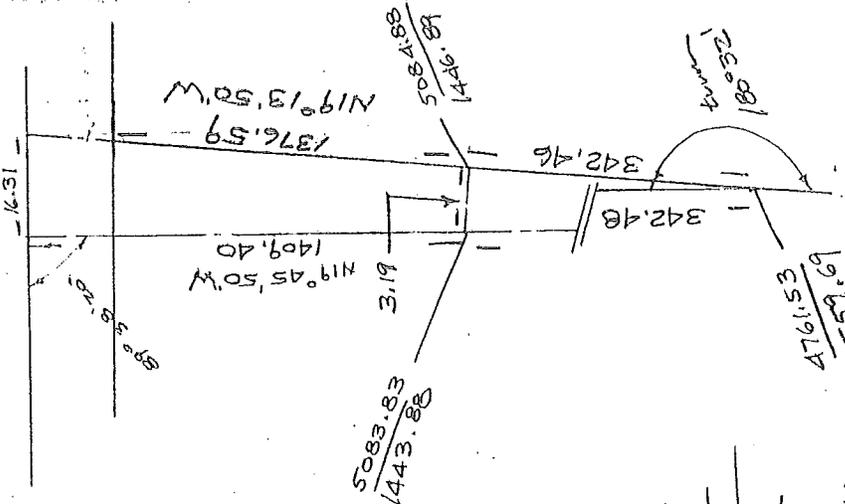
N. PLANT LOT 20 COY 3

CALL : 673- → WHEN

READY.

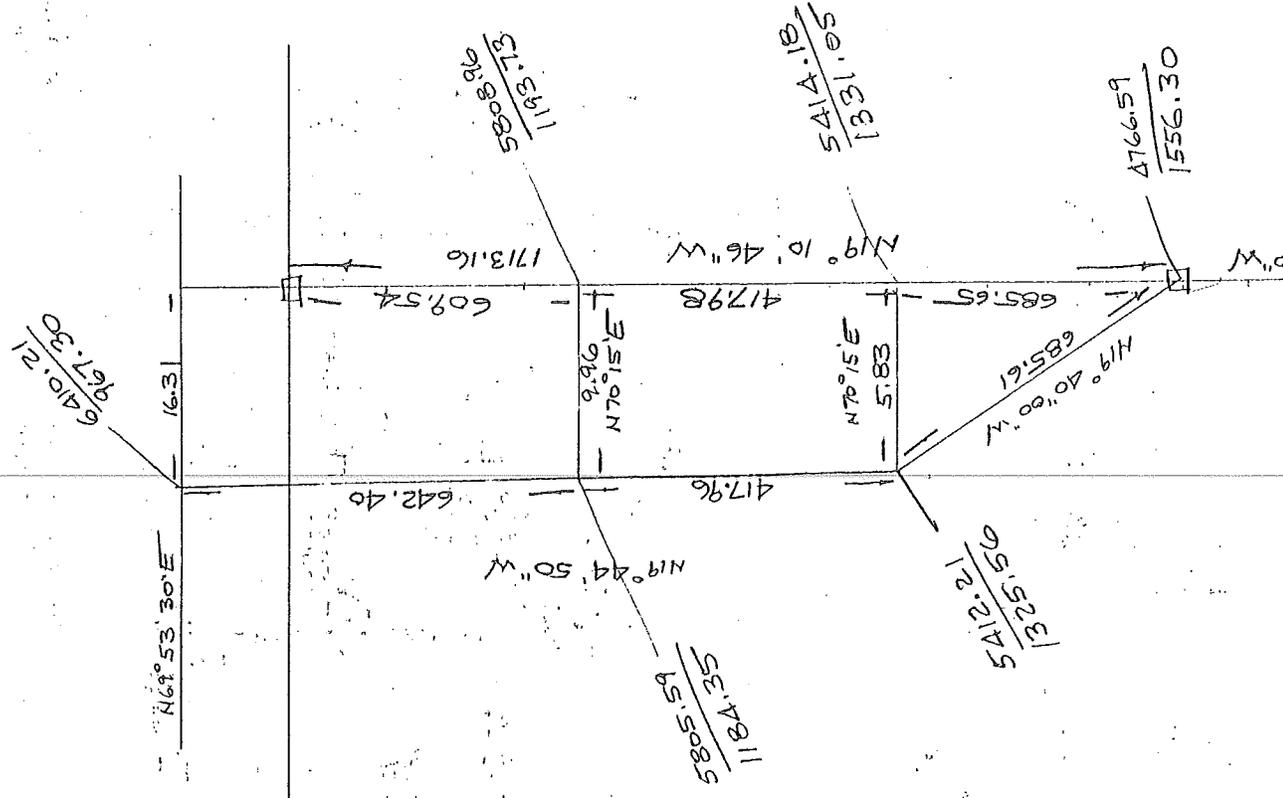
CALL BOB WITH ME WHEN READY.

25.16
494.04
503.56



CALLS

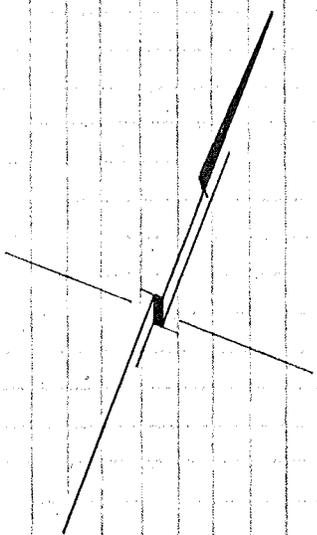
FIELD



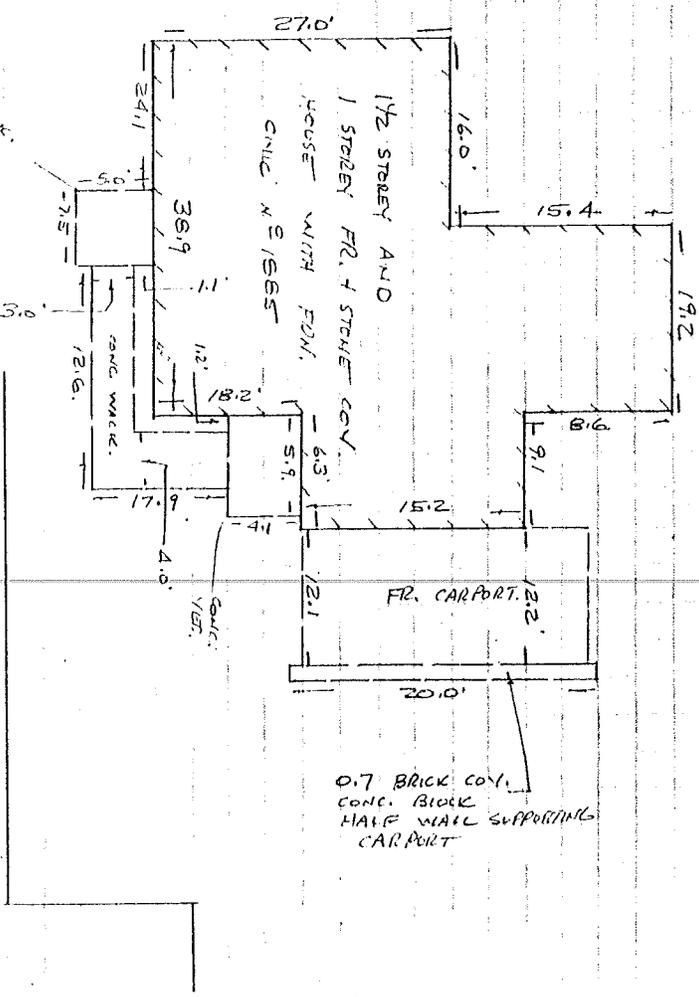
MUNICIPALITY - TWP OF LOWESVILLE
SURVEY BY -
ASSISTANT -

PAGE 5 OF 5
DATE SEPT 10 /

REF. NO. PM 100-395
TEMP.



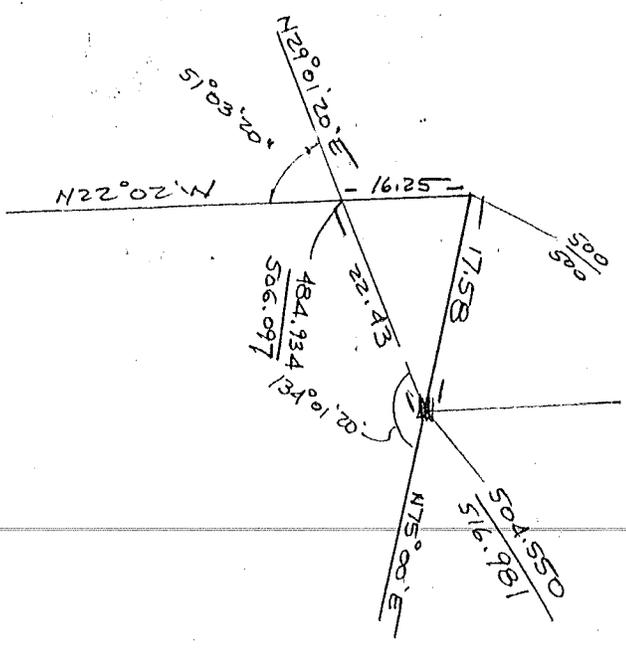
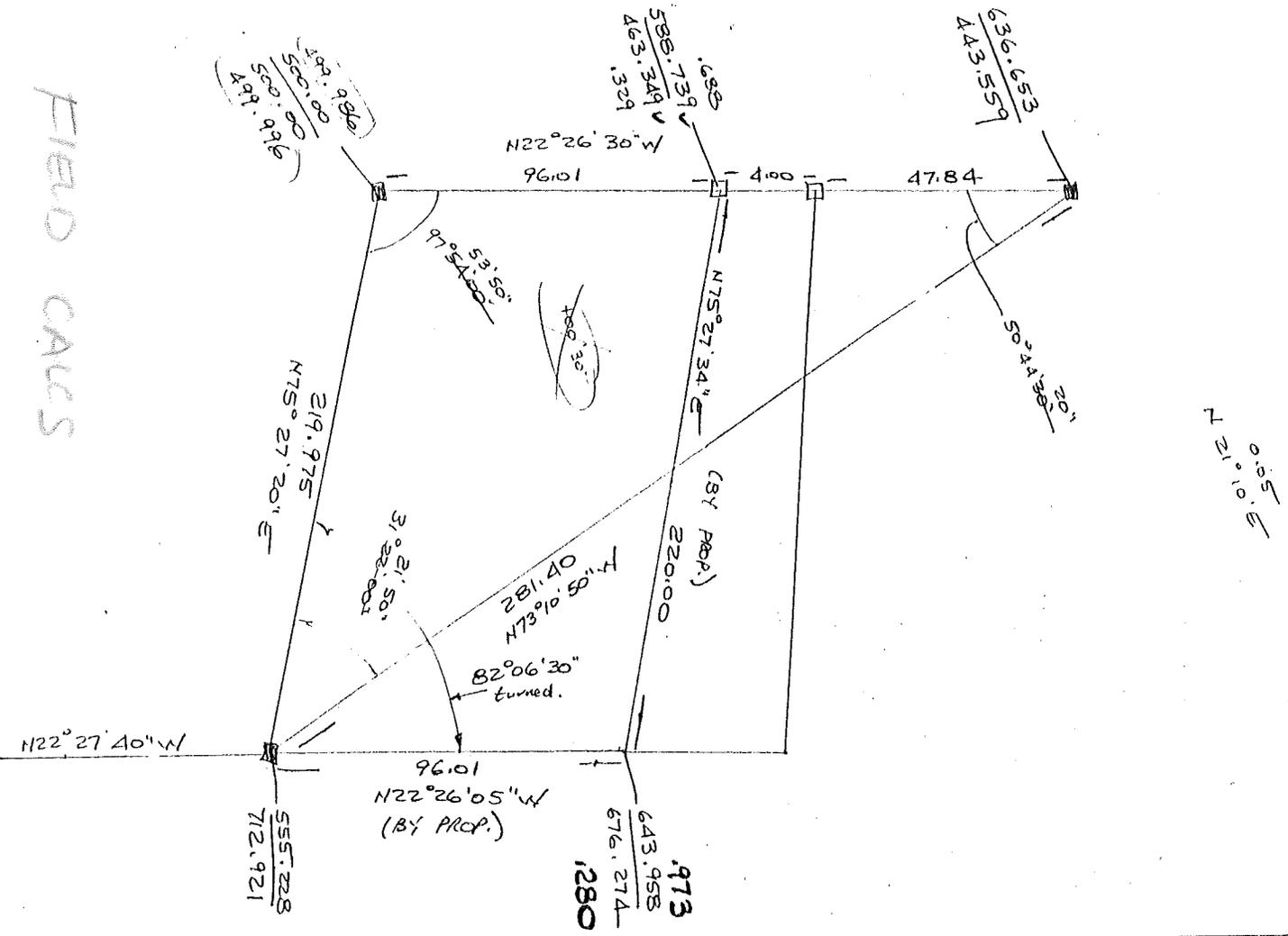
LOT 62



P & R D-7804

THE GREAT ROAD

FIELD CALCS



PURPOSE: BILLS ON PART 1 PLAN 46R-2274

INSTRUCTIONS: - FROM OFFICE
- I MET MR. GILLES

ASTRO. BEAR REE LINE: N68°42'30"W OF THE
SOUTH LIMIT OF PLANS
46R-783, 46R-3136, 46R-2299

STREET LINE: - ED AND ACCEPTED S-W COR OF
PART 1, 46R-783

- ED AND ACCEPTED S-E COR OF
PART 1, 46R-2299. I ALSO FOUND
THE S/SB ADJBY S/EET NORTH.
IT CONFIRMED THE POSITION OF THE
SAID CORNER.

THE DISTANCE BETWEEN THE ABOVE
POINTS ENG GOOD. I PRODUCED THIS
LINE EAST TO RESET THE
S-W COR OF PART 1. 46R-2274, THUS
HOLDING THE INTENDED AND OPEN
USED STRAIGHT STREET LINE TO THE
LINE BETW LOTS 19 AND COMMON.

I THEN JOINED TO THE S/SB FOUND
AT THE S-E CORNER PART 1, 46R-2274.
THE POSITION OF THIS BAR IS CONSIDERED
BY THE ALMOST IDENTICAL TO THE
ENGRACKING BUILDING CORNER AS SHOWN
ON PLAN 46R-2274 AND IN FIELD NOTES.
THE RESULTING BEARINGS DIFFERS BY
0°10' (SEE CALCULATIONS CON 1 - COM (21))

JOB 9369

SEE NEXT PAGE

STREET LINE: - FURTHERMORE, ANOTHER DISCREPANCY
(CONTINUED) WAS MEASURED ALONG THE WEST
LIMIT OF PART 1, PLAN 46R-2274.

A DIFF. OF 29 FT IN THE DISTANCE
BETW. THE WIT 3/4" RIB AT THE
N-W COR. PART 1, 46R-2274 AND
THE RE-ESTABLISHED S-W COR
PART 1, 46R-2274 WAS CALCULATED
FROM FIELD MEASUREMENTS.

NORTH LINE: THE N-E COR PART 1, 46R-2274 WAS
NOT FOUND. I PROPORTIONED THIS
CORNER BETW. THE S-E COR
PART 1, 46R-2274 AND THE N-W
COR. PART 1, 46R-2274. RESULTS
ARE SLIGHTLY ABOVE ADJUSTABLE.

- FIELD CALCULATIONS WERE DONE BETW
FIELD PAGES N°5 AND N°2

PURPOSE: - SEVERANCE OF PART 1, 46R-2110
 - EXCAVATION PICKETS

INSTRUCTIONS: I MET MR AND MRS H. (OWNERS)

BEAR. REF LINE: N18°36'30"W OF PART OF THE
 EASTERN LIMIT OF PART 9, 46R-3622

LOT CORNER TIE: COMPILED FROM 46R-3622

STREET LINE: I FOUND ALL THE METC. S.I.B.'S
 AS SHOWN ON 46R-3622

THE S-E COR OF PART 1, 46R-2110
 WAS FOUND MOVED - I ACCEPT AS WIT.

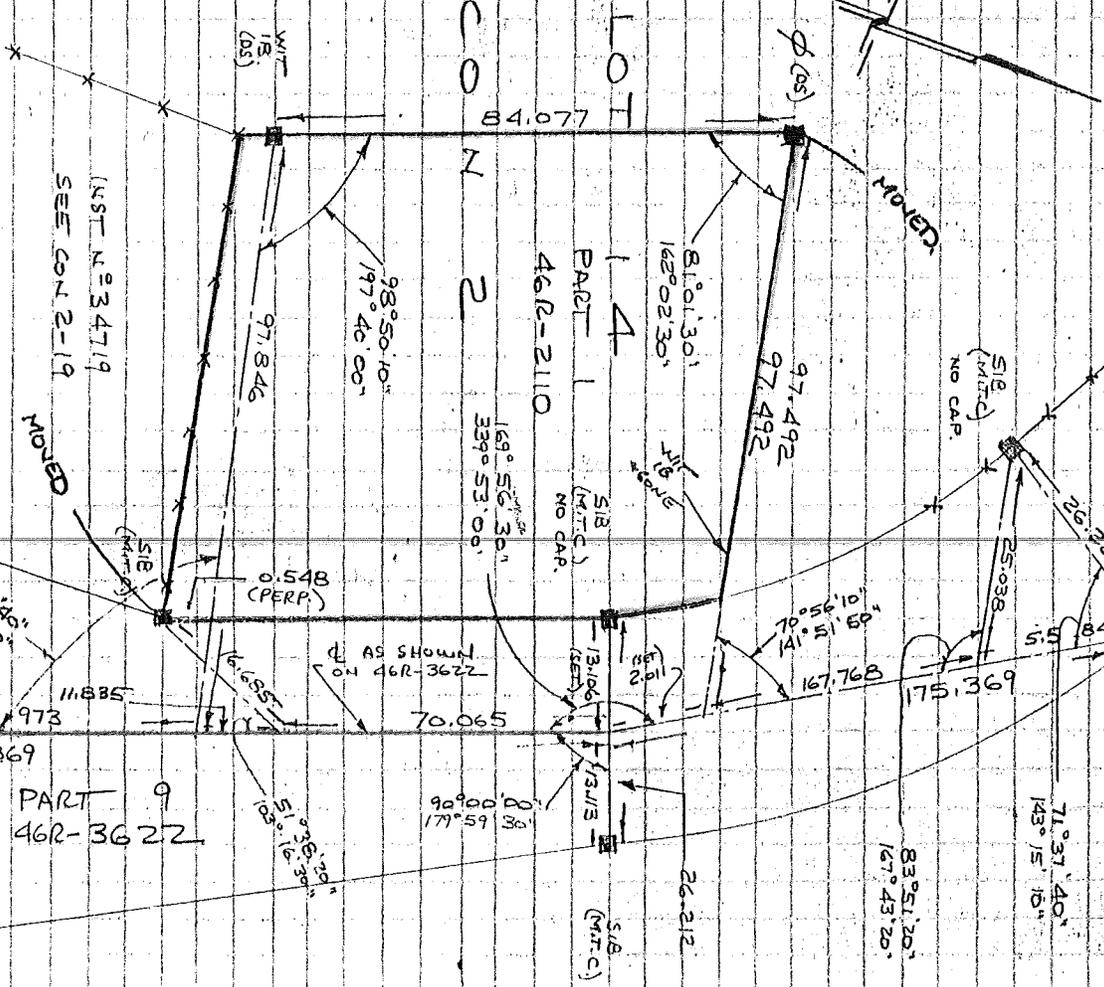
I SET THE N-E COR BY SETTING 4.00 METRES (APPROX)
 NORTH OF THE B.C. (METC. S.I.B.). THIS WILL
 MAKE THE TOTAL FRONTAGE OF PART 1

46R-2110 SHORT. THEREFORE TO RESET
 THE N-W COR OF PART 1, 46R-2110 I SET
 DISTANCES FROM THE S-W AND N-E
 CORNERS TO INTERSECT. THIS EXPLAINS THE
 BEARING DIFFERENCE ON THE NORTH LIMIT.

THE SEVERANCE LINE WAS SET BY MR JASSER.
 THE POSITION OF THE WEEDING TIE BED WAS
 SHOWN TO ME BY MR. JASSER.

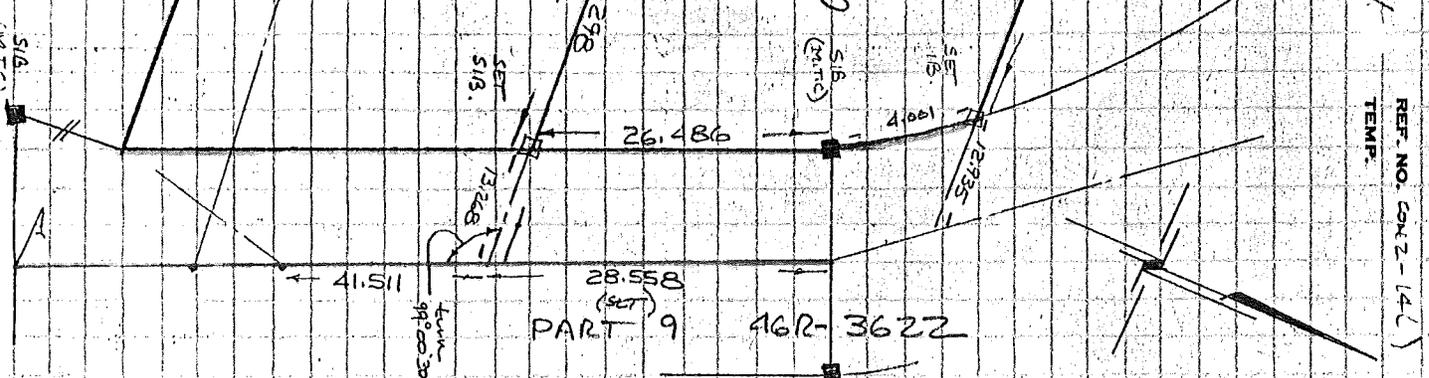
TIME LOST WAS DUE TO DIRECT INSTRUCTIONS
 BY OWNER AND GETTING REVISED SEVERANCE
 APPROVAL (PHONE CALL, SECTION, ETC.)

JOB 9287



METRIC CONVERSE
 PREMINARY TRVERSE

METRIC
 INST. N° 34719
 SEE REF CON 2-19



METRIC
 FOR SEVERANCE SKETCH PURPOSES
 3 METRIC CURVED SHEETS
 E.M. B.S. H.I. F.S. E.T.C.
 1.729 10722 50.00
 1.642 100287
 2.15 99.58
 1.835 77.89
 1.7315

