



# AGM REPORT

Alberta Land Surveyors' Association

April 2001

*Prior to the Annual General Meeting, Council held a meeting. Here is a summary of Council's discussions.*

## **Changes in Membership Status**

Council accepted, with regret, the resignation of the memberships of **Frank Halahuric** and **Jerzy Hedinger**.

Council accepted the applications of **Walter Kiriak**, **Elwyn Koehler**, **Rod Mohess** and **Don Wait**, for retired membership.

## **New Surveyor's Corporation**

Council approved **Tony A. Brown Surveys Ltd** as a new surveyor's corporation. Tony Brown will be the Alberta Land Surveyor responsible for the permit.

## **New Associate Member**

Council is pleased to welcome **Darren Hatt** as its newest associate member. Darren is a survey technician with SESL Geomatics in Calgary.

*The membership of the Alberta Land Surveyors' Association met on April 20 and 21, 2001 in Jasper, Alberta for its annual general meeting. What follows is a summary of the results of the recommendations and new business motions.*

*The revised Manual of Standard Practice is available for downloading from the Association's website at [www.alsa.ab.ca](http://www.alsa.ab.ca) under Member Resources - Forms and Policies.*

## **Recommendation #1 – Public Land Dispositions**

*The membership approved retaining the current guideline for public land dispositions (Part D, Section 5.8) and adding the following survey and plan standards for License of Occupation (LOC) linear public land dispositions as Part D, Section 5.9.*

Notwithstanding Section 5.8, a surveyor performing a public land disposition survey for an as-built LOC access road shall

- 1) Survey the location of the as-built access road. The disposition boundaries shall be determined from the centreline of the as-built road. The relationship of the centreline of the as-built road to the disposition boundaries shall be shown on the plan. Placing monuments and marker post/bearing trees is not required.
- 2) Make any ties to existing surveys that may be required to determine the relationship between the survey being performed and the Alberta Township System to the accuracy specified in Part C, Section 1.5. The beginning and end points of the survey shall be tied to existing surveys. Existing surveys include the Alberta Survey Control System, surveyed section boundaries, plans of survey registered at Land Titles, well site control traverse plans or monumented disposition surveys.
- 3) Ensure bearings are derived and verified for all surveyed lines in accordance with Part D, Section 1.14.
- 4) Verify all bearings and distances to the accuracy specified in Part C, Section 1.5, with the exception of ties made under part 5.
- 5) Tie in and show on the plan all visible linear public land dispositions

- crossed or adjacent to the survey.
- 6) Prepare the plan following the General Requirements for Plans, Part D, Section 1 and the applicable Plan Requirements for Activities on Public Lands, Part E, Section 11.
- 7) Certify the plan in accordance with Part E, Section 5, Schedule D.

## **Recommendation #2 – Ties and Intersections**

*Part D, Sections 4.3.1 and 4.3.2 (Right-of-Way Surveys – Intersections) have become Part C, Section 3.4.1 (Boundaries and Monumentation – Intersections) and now read:*

When surveying boundaries that intersect surveyed section or quarter sections lines, the intersections shall be made using the nearest section or quarter corners on each side of the point of intersection.

If the monuments at these corners are lost, these lost corners and all section and quarter section corners between the survey evidence utilized to re-establish the lost corners, shall be re-established and monumented, giving due consideration to all available evidence.

*The pre-existing Part C, Section 3.4 (Boundaries & Monumentation – Frequency) becomes Part C, Section 3.4.2 but there are no wording changes.*

*Part D, Section 1.18.1 (General Requirements For Plans – Ties) now reads:*

Linear and angular tie measurements must be shown in all directions from intersections with previously surveyed boundaries.



**Recommendation #3A –  
Definition of Parcel**

*The membership approved the following new definition of parcel:*

A parcel is an area of land that has one or more boundaries surveyed in accordance with the Surveys Act, and which is capable of having an interest or right granted and registered in the Land Titles Office or filed in the Metis Settlements Registry.

**Recommendation #3B –  
Definition of Surveyed  
Boundary**

*The membership defeated the recommendation to amend the definition of surveyed boundary. The pre-existing definition of surveyed boundary remains.*

**Recommendation #3C –  
Guidelines for Intersections**

*The membership defeated the recommendation to add Guidelines For Intersections to the Manual of Standard Practice.*

**Recommendation #4A –  
Wellsite Surveys –  
Reference Boundary**

*Part D, Section 5.1.2 of the Manual of Standard Practice now reads as amended:*

An Alberta Land Surveyor performing a survey for the location of wellsites and related facilities in unsurveyed territory shall locate and confirm sufficient monuments to define the theoretic section in which the wellsite is located to allow the determination of the wellsite in relation to the theoretic section boundaries. Monuments in this section refer to those placed in accordance with Part 2 or Part 3 of the Surveys Act, or shown on a wellsite control traverse plan on file with the Director of Surveys office or Alberta Survey Control Markers integrated with the Alberta Survey Control System.

*Part D, Section 1.14.4.4 of the Manual of Standard Practice now reads:*

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On plans of Establishment of Monuments for Wellsite Control Traverse Purposes, a table on the plan showing coordinates for points in the survey relative to the north-east corner of Section 33 on the closest base line in the range in which the survey lies, oriented to the astronomical meridian through that point.

**Recommendation #4B -  
Establishment of  
Monuments for Wellsite  
Control Traverse Purposes  
Plan**

*Part D, Section 5.3.4 of the Manual of Standard Practice now reads:*

Submit an Establishment of Monuments for Wellsite Control Traverse Purposes plan to the Land Titles Office for registration, within 180 days of completion of the survey.

**Recommendation #5 –  
RPR Standards**

*The membership approved amendment to Part D, Section 7 and Part E, Section 5, Schedule C of the Manual of Standard Practice pertaining to the Real Property Report. The sections now read, as amended:*

**7.1 Definitions**

In this standard

“Improvement” is any visible structure of a permanent nature, constructed or placed on, in or over land.

**7.2 Real Property Report**

A surveyor performing a survey to identify, locate and illustrate improvements and the extent of the parcel shall prepare an Alberta Land Surveyor’s Real Property Report according to this standard.

**7.3 Surveys Act**

A surveyor performing a survey to prepare an Alberta Land Surveyor’s Real Property Report shall locate and confirm sufficient survey monuments to define the boundaries of the parcel in accordance with the Surveys Act excepting thereout the provisions of Sections 40(3) and 42(3).

**7.4 Research**

When conducting a survey for an Alberta Land Surveyor’s Real Property Report, a surveyor shall perform sufficient research to identify the parcel boundaries. A copy of the Certificate of Title that reflects the status of the property on the date of survey is to be retained in the file.

**7.5 Plan Requirements**

When preparing a plan for an Alberta Land Surveyor’s Real Property Report, a surveyor shall show:

- .1 the legal description, municipality, and where available, municipal address of the parcel,
- .2 the legal description of all lands adjoining the parcel,
- .3 prominently, that the plan is an “Alberta Land Surveyor’s Real Property Report”,
- .4 all improvements, as defined in Part D, Section 7.6,
- .5 the nature of each improvement illustrated and, where incomplete, the stage of its construction.
- .6 clearly and prominently, any existing encroachment and the amount of the encroachment,
- .7 the length and bearing of each boundary of the subject parcel,
- .8 the survey monuments used to define the perimeter boundaries and the relationship to those boundaries,
- .9 “Fd. No Mk.” shall be shown at all locations where survey evidence was not found.
- .10 Plan shall reflect the conditions recorded in the field notes as required by Part C, Section 4.2.5 of this Manual.
- .11 a note on the plan containing the copyright symbol, the name of the practitioner holding the copyright and the current year,
- .12 a certification as indicated in Part E, Section 5, Schedule “C”.
- .13 all utility rights-of-way and easements which affect the extent of title, dimensioned and labelled. All other surface interests affecting extent of title shall be noted.



## 7.6 Improvements

Minimum improvements shall include:

**7.6.1** All buildings and projections therefrom together with their dimensions. Minimum setback dimensions shall be shown from the boundaries of the subject parcel to exterior walls and/or foundation, as required by the municipality. A statement clarifying the extent of setback dimensions is to be shown.

**7.6.2** Eaves, dimensioned to the line of the fascia or foundation, together with a note showing this in the legend.

**7.6.3** Driveways if they encroach into the adjacent parcel. Eaves-troughs, steps and landings if they encroach into the adjacent parcel, street or lane.

**7.6.4** All permanent sheds, including their dimensions.

**7.6.5** Retaining walls that appear to define property lines or that encroach into adjacent parcels, rights-of-way, streets or lanes.

**7.6.6** Utility poles and pedestals if they encroach onto the subject parcel.

**7.6.7** Decks and their height above ground.

**7.6.8** Inground swimming pools.

**7.6.9** In urban areas, fences which appear to define property lines. Indicate in the legend that all fences are within 0.20 metres of the property line unless otherwise noted. Fences more than 0.20 metres from the property line shall be dimensioned. Fences shall not be indicated as encroaching unless the encroachment is onto public lands. To avoid confusion and conflict, fence ownership should not be inferred.

**7.6.10** Adjacent municipal sidewalks/curbs with distance from property line to the back of sidewalk/curb shown.

## Rural Real Property Reports

**7.7.1** Locate and confirm evidence to define the perimeter boundaries of the parcel. If this is not practical, locate and confirm sufficient evidence to define a minimum of:

- two boundaries on different sides for parcels greater than one hectare but less than eight hectares, or
- one boundary for parcels greater than eight hectares.

**7.7.2** Critical boundaries, with encroachments or improvements close to minimum setback or sideyard requirements, must be defined in accordance with the Surveys Act.

**7.7.3** Calculated distances may be derived from prior survey plans but must be explained within the report.

**7.7.4** Fence lines to be shown, at the surveyor's discretion; if not shown, the fence line statement to be removed and replaced with a statement that acknowledges the existence of fence(s) and indicates that they are not shown.

## 7.8 Updates/Re-issues

A field inspection and confirmation of title is required to update old Real Property Reports. Previous reports shall not be re-issued unless brought up to date and conform to current standards.

## 7.9 Authentication

To identify original Real Property Reports, each original report shall bear a permit stamp, if applicable, and an original signature, both in a different colour than the printed document.

## Part E, Section 5, Schedule C

### ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT CERTIFICATION

The plan prepared as part of the Alberta Land Surveyor's Real Property Report shall include a certification in the following form:

*(Firm name and address)*

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

To: [Client] (the "Client")

Re: [Legal Description, Address, Municipality] (the "Property")

Date of Survey:

Date of Title Search:

(A copy of which is attached hereto)

Certification: I hereby certify that this report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

- .1 the plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 7.6 of the Alberta Land Surveyors Association's Manual of Standard Practice, registered easements, and rights-of-way affecting the extent of the title to the property;
- .2 the improvements are entirely within the boundaries of the property, [ e x c e p t

(to be used if applicable)]

- .3 no visible encroachments exist on the property from any improvements situated on an adjoining property, [except

(to be used if applicable)]

- .4 no visible encroachments exist on registered easements, or rights-of-way affecting the extent of property, [except

(to be used if applicable)]

[INSERT OTHER MATTERS HERE] - to be used for extraordinary circumstances that should be noted.]

**Purpose:** This Report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for



