



AGM REPORT

Alberta Land Surveyors' Association

April 2003

The membership of the Alberta Land Surveyors' Association met on April 24th, 25th and 26th in Calgary, Alberta for its 94th annual general meeting. What follows is a summary of the results of the recommendations and new business motions.

The revised Manual of Standard Practice can be downloaded from the Alberta Land Surveyors' Association website at www.alsa.ab.ca.

Recommendation #1 – Changes to the Manual of Standard Practice

It was MOVED by Mr. Jamieson, seconded by Mr. Strachan, that the Manual of Standard Practice be amended as follows:

Part C Section 5

Part D, Section 1.1 moved here: "The plan must include the unique identifier number and tablet markings for the ASCMs."

5.5 (current) A plan of a survey performed pursuant to Section 5.2 shall show, in addition to the requirements of any enactment, all survey control markers to which the survey is connected, together with interconnections determined by the surveyor during the course of the survey. **The plan must include the unique identifier number and tablet markings for the ASCMs.**

Part D Section 1

A link is provided to Part E, "Guidelines For Retracements and Restorations."

1.1 (new) A notation shall be placed on the plan of survey describing the method used in re-establishing lost corners if this is not clear. **(Refer to Part E, "Guidelines For Retracements and Restorations", Sections 4.8 and 4.9)**

Reference to the date has been removed and the word "grid" has been added before "coordinates."

1.2 (new) The recognized datum for spatially-referenced data in Alberta is the North American Datum, 1983 (NAD'83), using the GRS 80/WGS 84 ellipsoid. This datum and related ellipsoid therefore shall be used on all plans of survey registered in the Land Titles Office, if plan information relates to grid bearings or **grid** coordinates. The choice of map projections must be consistent with the requirements of the provincial mapping system.

The word "recognized" has been replaced with "recommended" to allow for the use of alternative vertical datums.

1.2 (new) The **recommended** vertical datum for spatially referenced data in Alberta is CVD28.

The word "grid" has been added before all occurrences of the word "coordinates."

1.2.2 (new) All plans of survey pursuant to Section 47 of the Surveys Act; and Part C Section 5 of the Manual of Standard Practice, using grid bearings or **grid** coordinates, shall base grid bearings or **grid** coordinates on NAD'83 and show, in addition, to other requirements for plans, the following: A note in the legend of the plan and header or **grid** coordinate listings indicating:

Covered in LTOPM under SUR-1, item 20(f).

1.8 (current) **Deleted 1.8**

Part D Section 4

Intro (current) This section provides standards supplementary to the Surveys Act for surveys of new roads, utility or pipeline rights-of-way and railways.

In addition to the specifications and guidelines for Right-of-Way surveys, Sections SUR-5 and SUR-6 of the Land Titles Procedures Manual should also be consulted for direction.

The Land Titles Procedures Manual and the Policy and Procedures Manual for the submission of digital plans of survey for registration are both available on the internet at <http://www3.gov.ab.ca/gs/>.

Part E Section 2

2.5 (current) **Deleted 2.5**

2.6 (current) **Deleted 2.6**

Part E Section 5

Intro (new) Most plans are required to contain some form of signature from the Alberta Land Surveyor who is responsible for the plan. This section contains the standard affidavits/certifications required on plans that are not registerable at the Land Titles Office. Plans that are submitted for registration at the Land Titles Office also require various signatures, affidavits and/or other approvals. The Land Titles Office Procedures Manual should be consulted to assist in determining which signatures, affidavits and/or other approvals are required for the type of plan that is being prepared and submitted for registration. The Land Titles Office Procedures Manual is available on the internet at <http://www3.gov.ab.ca/gs/>.

5.1 (current) **Deleted 5.1**

5.1.1 (current) **Deleted 5.1.1**

5.1.2 (current) **Deleted 5.1.2**

5.1.3 (current) **Deleted 5.1.3**

5.1.4 (current) **Deleted 5.1.4**

5.1.5 (current) **Deleted 5.1.5**

5.1.6 (current) **Deleted 5.1.6**

5.1.7 (current) **Deleted 5.1.7**



Part E Section 5 Schedule “A”
“A” (current) Deleted Schedule “A”

Part E Section 5 Schedule “B”
“B” (current) Deleted Schedule “B”

Part E Section 5 Schedule “C”
“A” (current) Renumbered Schedule “C”; no wording changes.

Part E Section 5 Schedule “D”
“B” (current) Renumbered Schedule “D”; no wording changes.

Part E Section 5 Schedule “E”
“E” (current) Deleted Schedule “E”

Part E Section 5 Schedule “E”
“F” (current) Deleted Schedule “F”
Motion Carried

Recommendation #2 – Commitment to Property Damage Mitigation

It was MOVED by Mr. Haagsma, seconded by Mr. Loepky, that the Commitment to Property Damage Mitigation document be added to Part E of the Manual of Standard Practice.

Motion Carried

The Alberta Land Surveyors Commitment to Property Damage Mitigation

It is important for an Alberta Land Surveyor to properly instruct his/her field crews. This includes the proper respect and care of the property that we enter upon on and/or damage in performing a survey. It is recommended that this commitment is read and signed off by all new field staff as part of the orientation process. An Alberta Land Surveyor should also ensure that all of his/her staff gets proper field instruction on repairing sod damage.

1. I will respect and be cordial and polite to the public.
2. I acknowledge that Alberta Land Surveyors and their appointed agents have the right to enter upon but are responsible for any damage caused.
3. I shall ensure my survey vehicle displays my company signage.

4. I will attempt to contact all property owners whose property I enter and if unable to contact I will leave a message card with my company contact number.
5. I shall raise all monuments to ground level in urban areas when practical.
6. I am aware that damage could include sod, tree limbs and fence marking.
7. I will clean up a work site such that it is in the same condition as I found it. This includes sweeping or raking the grass clean of loose dirt.
8. I will keep a record of and return to any location in the spring that I was not able to properly repair in the winter.
9. I will be aware of public concerns. It is my responsibility to promote public awareness of surveying. I will protect the interest of the public and the enjoyment of land.

Minimizing the Impact of Accessing Monuments

When performing surveys in urban environments, it is often necessary to access survey monuments located on lawns. In the interest of good public relations, it is important that land surveying activities have as little impact as possible. The most sensitive areas are typically private individual's lawns. Digging up a survey monument can be done without significant or lasting damage to a sod lawn. The key points to properly replacing the divot during the growing season are listed below.

- Make the divot as deep as possible, using a spade to cleanly slice through the sod and soil.
- Place the sod divot and any extra soil dug up on a small tarp or plastic sheet.
- Replace the divot and soil carefully. Tamp it down firmly (if needed use top of sledge hammer to pack down soil).
- Keep a bucket of sand in the survey vehicle. If the replaced divot is sunken, add enough sand underneath it to level it out.
- Water the divot and immediate surrounding area thoroughly. This is es-

pecially important during hot, dry weather.

- Keep a small container of fertilizer in the survey vehicle as well. Sprinkle a small amount of it on top of the damaged grass to aid in the regrowth.
- To avoid the same piece sod being repeatedly damaged the monument should be raised or referenced.
- The lawn should be swept or scraped clean of all excavated dirt.

During winter, the grass will be dormant. As long as a clean divot is taken, digging should not harm the grass. However, the divot should be replaced in the same manner as during the growing season, eliminating the watering and fertilizing steps. A digging tool appropriate for making clean divots should be used (e.g. jackhammer with spade blade).

Private Members Bill #1 – Council Honorarium

It was MOVED by Mr. Allred, seconded by Mr. Pals, that the Bylaws of the Alberta Land Surveyors' Association be amended to renumber the current clause 17 to 17(1) and add a clause 17(2) and 17(3) to read as follows:

17(1) (existing) Travelling and living expenses shall be paid by the Association to elected members of Council that are incurred by the member for attendance at a meeting of Council away from the member's usual place of residence.

17(2) In addition to travel and living expenses, each member of Council shall receive an honorarium of \$100.00 per day for each of the following meetings attended by that Council member:

- a meeting of Council;
- a committee meeting attended by a Council member in the capacity as Council liaison;
- a meeting of another provincial association or other organization attended by the president or vice-



president as an official representative of the Alberta Land Surveyors' Association;

- a meeting of the Canadian Council of Land Surveyors attended by the Secretary-Treasurer as an official representative of the Alberta Land Surveyors' Association.

This sub-section shall not apply to conference calls or other meetings where personal attendance is not required.

17(3) This section shall not apply to a Public Member on Council appointed pursuant to Section 11(1)(b) of the Land Surveyors Act.

This amendment shall come into effect on May 1, 2004.

Motion Defeated

Private Members Bill #2 – Marker Condition Reports

It was MOVED by Mr. Byrne, seconded by Mr. Winton, that Part C, Section 3.11 of the Manual of Standard Practice be removed in its entirety from the Manual.

Motion Referred

A survey control marker condition report on a form provided by the Director of Surveys shall be prepared and certified by a surveyor and submitted to the Director of Surveys for every survey control marker found disturbed, destroyed, not found, or incorrectly described on any survey.

It was MOVED by Mr. Hagen, seconded by Mr. Loepky, that Private Members Bill #2 be referred to Council.

Motion Carried

Private Members Bill #3 – Name Change

It was MOVED by Mr. Sutherland, seconded by Mr. Thomson, that the name and objectives of the Association be modified to reflect our expanded responsibilities and undertakings. Namely, to be known as the Alberta Land and Information Surveyors' Association.

Motion Defeated

New Business Motion #1

It was MOVED by Mr. Pals, seconded by Mr. Loepky, that Council consider preparing a policy to handle any issue brought forward by an individual member with sufficient notice that the issue can be circulated to the members and can be discussed at a regional meeting prior to the next annual general meeting. Should Council feel that the issue is of a nature that it needs committee input first, they may refer the issue to a committee. However, should Council feel the issue can move forward, then the issue should be sent to the next annual general meeting with or without a recommendation from Council.

Amendment #1

AMENDMENT MOVED by Mr. Holmlund, seconded by Mr. Stoliker, that "...should Council feel that the issue is of a nature that it needs committee input first, they may refer the issue to a committee. However, should Council feel the issue can move forward, then the issue should be sent to the next annual general meeting with or without a recommendation from Council..." be deleted.

Amendment Carried

Amendment #2

AMENDMENT MOVED by Mr. Fulton, seconded by Mr. Hagen, that "...with sufficient notice that the issue can be circulated to the members and can be discussed at a regional meeting prior to the next annual general meeting..." be deleted.

Amendment Carried

Main Motion as Amended

It was MOVED by Mr. Pals, seconded by Mr. Loepky, that Council consider preparing a policy to handle any issue brought forward by an individual member.

Main Motion as Amended Carried

New Business Motion #2

It was MOVED by Mr. Sutherland, seconded by Mr. Thomson, that Council consider undertaking to set up a task force to plan and study the requirements to expand the vision of the Association and how they should be undertaken.

Motion Withdrawn

New Business Motion #3

It was MOVED by Mr. Sutherland, seconded by Mr. Patton, that Council consider creating a task force to develop a vision for the future of the Association.

Motion Carried

New Business Motion #4

It was MOVED by Mr. Deyholos, seconded by Mr. Woolgar, that Council consider expanding Phase 3 of SPR to include a plan examination section—this would trap most errors before registration rather than after the fact.

The section to be self-sustaining (self-supporting) and would provide quality control data for the PRB - professional liability to remain with the surveyor.

Motion Defeated

2003-2004 Council

President

Jim Halliday

Vice President

Al Nelson

Past President

David McWilliam

Secretary Treasurer

Monroe Kinloch

Public Member

Ernie Isley

Council

Les Frederick

Ron Hall

Bernard Lamarche

Bill Lovse

Dirk VandenBrink

Vince Ziegler