The membership of the Alberta Land Surveyors’ Association met from April 14-16, 2016 in Banff for its 107th annual general meeting.

For the sake of brevity and clarity, motions to amend, divide, table and withdraw are not included in this summary.

**Annual Register and Annual Certificate – Recommendation #1**

*It was MOVED by Mr. Bruce Clark, seconded by Mr. Rob Scott, that Section 56 of the Association's bylaws be amended as follows:*

1. The Annual Register shall contain the names, current addresses, and date of registration for all members, surveyor's corporations and surveyor's partnerships registered as of April 30 that have paid the annual fee for the current fiscal year.
2. The Registrar shall prepare a supplement to the Annual Register to include all members, surveyor's corporations or surveyor's partnerships registered after April 30 in any year the Annual Register was published and send a copy to the Registrar of each Land Titles Office and the Director of Surveys.
3. Additions or deletions to the Annual Register shall be published in the Association newsletter and posted on the Association's website.
4. On or before June 15, in each year, the Registrar shall send a copy of the Annual Register to each member, to the Director of Surveys and to the Registrar of each Land Titles Office.
5. When a member dies, is suspended or has their registration cancelled, the Registrar shall strike that member's name from the Annual Register and shall forthwith notify the Director of Surveys and the Registrar of each Land Titles Office.
6. An annual certificate expires on June 15 of the year following its issue.

**MOTION CARRIED**

**Council Nominations – Recommendation #2**

*It was MOVED by Mr. Bruce Clark, seconded by Mr. Hugo Engler, that Section 29 of the bylaws be amended as follows:*

**Additional Nominations**

1. Any nominations to be added to the list of nominees mailed to Alberta Land Surveyors under Section 28 must be received by the Registrar at least 55 days before the annual general meeting.
2. At least 21 days before the annual general meeting, the Registrar shall mail to each Alberta Land Surveyor (a) a list of nominations made up to 55 days preceding the annual general meeting, (b) a resume of each nominee, and (c) a notice as to the time, date, and place of the election.
3. At the annual general meeting, two Alberta Land Surveyors may, with the consent of the nominee in each case, make further nominations, which shall be added to the list of nominations previously made. For those elected offices for which no nomination is received 55 days prior to the annual general meeting, two Alberta Land Surveyors may, with the consent of the nominee in each case, nominate an Alberta Land Surveyor for that elected office.

**MOTION DEFEATED**
Definitions – Recommendation #3A

It was MOVED by Mr. Kris Ritchie, seconded by Mr. John Haggerty, that definitions for “dormant plan” and “registered” be added to the Manual of Standard Practice and that the definition of “public record” be amended as follows:

- **dormant plan**: any survey where a plan is required to be registered and is not done so within the required time frame.
- **registered**: recorded, filed or deposited as a public record at the Land Titles Office, Métis Settlements Land Registry, or Alberta Environment and Parks.
- **public record**: a record that includes a plan on record with the Land Titles Office, Métis Settlements Land Registry, Alberta Environment and Sustainable Resource Development (Lands Division), Alberta Environment and Parks, Canada Lands Survey Records, or any other federal or provincial agency.

MOTION CARRIED

Dormant Plans – Recommendation #3B

It was MOVED by Mr. Kris Ritchie, seconded by Mr. Tyler Robinson, that Part C, Section 3.9 of the Manual of Standard Practice be amended as follows:

3.9 Establishment of Monuments Plan

If a statutory monument has been established but is not shown on a plan containing a Surveyor’s affidavit or statutory declaration in the prescribed form registered at the Land Titles Office, Alberta Environment and Sustainable Resource Development (Lands Division), Alberta Environment and Parks or the Métis Settlements Land Registry, the Surveyor must register an Establishment of Monuments Plan at the Land Titles Office or the Métis Settlements Land Registry within two years of establishing the monument. Prior to registering a monument plan, every effort shall be made to receive consent from the client to have their plan registered. This includes, but is not limited to, educating the client as to the importance of having the Plan of Survey registered, notification letters and follow-up correspondence. The surveyor’s corporation or partnership is responsible for registering the Plan of Survey or Establishment of Monuments Plan in the event the Surveyor who conducted the survey is no longer employed at the corporation or partnership.

This does not negate the requirements of Sections 44 and 46 of the Surveys Act regarding the re-establishment of survey monuments established under Part 2 or Part 3 of the Act. If the statutory monument is a restoration, refer to Part C, Section 5.10 (Restoration of Monuments) on page 28.

Plans not meeting these criteria will be considered dormant plans.

MOTION AS AMENDED CARRIED

Metadata – Recommendation #4

It was MOVED by Mr. Kris Ritchie, seconded by Mr. Rob Scott, that Part C, Section 9 of the Manual of Standard Practice be established as follows:

Part C, Section 9: Digital Survey Information

9.1 Definitions:

9.1.1 In this Section “Digital Information” refers to any digital medium containing survey information, whether in a raw or processed form, that an end user or recipient could alter or manipulate further.
9.1.2 In this Section “Metadata” refers to information regarding the content and context of the digital information it is paired with. In a survey context this could include but is not limited to; collection methods, who collected the data, the data collection dates, the purpose and accuracy of the data and the coordinate system and datum. The metadata could be in the form of a separate text file and/or imbedded right in the digital information file itself and should be catered to the specifics and intended use of each digital information file.

9.2 When providing digital information to clients or third parties all digital signatures, seals and proprietary information should be removed from the file. Raw survey data, such as point nodes and feature attributes are also recommended to be removed, unless contracts specifically require the release of the raw survey data.

9.3 Metadata should be included with the release of the data.

9.4 In addition to the work contract a “digital data release agreement” should be signed off by the party receiving the digital information before release. This agreement at the minimum should acknowledge the recipient’s responsibility to utilize the provided digital information only for the intended purpose and should be drafted under the guidance of a legal expert.

9.5 Client approval for the release of the digital information to a third party must be obtained prior to the release.

MOTION CARRIED

As-Built Survey for an LOC – Recommendation #5

It was MOVED by Mr. Kris Ritchie, seconded by Mr. Rudy Ng, that Part D, Section 5.10 of the Manual of Standard Practice be amended as follows:

Part D, Section 5.10

5.10 Establishment of Disposition Boundaries for Survey of As-Built Existing Access Roads

This sub-section does not apply to access roads included in a surface lease disposition with monumented boundaries.

An Alberta Land Surveyor performing a public land disposition survey for an as-built existing access road shall:

1. Survey the location of the as-built existing access road. The disposition boundaries shall be determined from the best available evidence, including but not limited to which could include: adjacent surveyed disposition boundaries, existing survey plans, centreline of existing road, edge of ground disturbance, edge of surface vegetation disturbance, grade development and surface improvements. The relationship of the centreline of the existing road to the disposition boundaries shall be shown on the plan. The placement of monuments, marker posts and bearing trees is not required.

2. Contact AER or AEP for further instructions if the existing access road does not have a disposition associated with it.

3. Make ties to existing surveys as required to determine the relationship between the survey being performed and the Alberta Township System to the level of accuracy specified in Part C, Section 1.6 (Wellsite Surveys) on page 14. Tie the beginning and end points of the survey to existing surveys, which include the Alberta Survey Control System, surveyed section boundaries, plans of survey registered at the Land Titles Office, Wellsite Control Plans, and monumented disposition surveys.

4. Derive and reference the bearings of all surveyed lines in accordance with Part D, Section 1.2 (Datum or Origin for Bearings and Coordinates) on pages 36 to 37.

5. Verify all bearings and distances to the level of accuracy specified in Part C, Section 1.6 (Wellsite Surveys) on page 14 except ties made under Section 5.10.5 below.

6. Tie in and show on the plan all visible linear public land dispositions crossed or adjacent to the survey.

7. Prepare the plan in accordance with Part D, Section 1 (General Requirements for Plans) on pages 35 to 37 and the approving authority’s plan requirements.

8. Certify the plan in accordance with the ALS Statutory Declaration for Public Land Dispositions:
MOTION AS AMENDED CARRIED

Hybrid Cadastre – Recommendation #6

It was MOVED by Mr. Kris Ritchie, seconded by Mr. Ross Woolgar, that Part D, Section 13 of the Manual of Standard Practice be established as follows:

Section 13: Public Land Disposition Surveys under the Hybrid Cadastre Pilot Project using a Hybrid Cadastre Plan

13.1 Scope
This section deals with public land disposition surveys conducted under the Hybrid Cadastre Pilot Project Standards for Public Land Disposition Surveys established by the Director of Surveys.

A practitioner may, at his discretion, prepare a hybrid plan of survey in lieu of a conventional plan of survey as stipulated within the Disposition Plan Type/Format document.

An Alberta Land Surveyor should be familiar with the most recent version of the Hybrid Cadastre Pilot Project Guidelines Standards for Public Land Disposition Surveys before carrying out surveys under this section.

The standards provided in this Section are in addition to the specifications included in the following documents:

- Hybrid Cadastre Pilot Project Guidelines Standards for Public Land Disposition Surveys,
- Disposition Plan Types Formats,
- Content Requirements for Disposition Plans of Survey and LiDAR Plans of Survey

The most recent version of these documents can be found at the Alberta Environment and Parks website.

Unless a requirement of the guidelines or this section states otherwise, all existing Manual of Standard Practice and public land disposition requirements shall be followed.

13.2 Observed Coordinates
An observed coordinate obtained for an existing or placed monument defining a new disposition boundary shall be included in the plan for information purposes only; the position of the monument governs that boundary, not the coordinate.

Observed coordinates values shall be shown as they relate to the existing survey monuments regardless of whether they reconcile exactly with the dimensions shown on the plan.

13.3 Establishment Coordinates
An establishment coordinate shown on a plan filed with Alberta Environment and Parks governs a disposition boundary until such time as:

- a statutory iron post is placed by an Alberta Land Surveyor to demarcate that point on the ground and,
- a statutory declaration for monumenting hybrid cadastre establishment coordinate positions (Appendix B in the Hybrid Cadastre Pilot Project Guidelines Standards for Public Land Disposition Surveys) is filed by the Alberta Land Surveyor with the Director of Surveys and,
- the statutory iron post is shown in the Director of Surveys online database of governing coordinates.

The location of new disposition boundaries defined by establishment coordinates in a hybrid cadastre plan shall be confirmed in the field. Ground features that could interfere with the purpose of the surveyed disposition shall be identified. Existing disposition boundaries shall be verified in the field to avoid potential land use conflicts.
13.4 Re-establishment Coordinates
A re-establishment coordinate applies only to lost monuments; obliterated monuments must be restored with a statutory iron post and its observed coordinates shown on the plan.

13.5 Intersections
When surveying a hybrid cadastre plan of survey where establishment coordinates are used to govern the disposition boundary, intersections must be made with existing public land disposition boundaries that are defined by statutory iron posts or establishment coordinates and crossed by the new disposition.

The intersection shall be made using the nearest governing monuments on either side of the point of intersection and an establishment coordinate shown at the point of intersection. If the monuments at these positions are lost, the lost monuments and all monuments used to re-establish the lost monuments shall be re-established using a new monument or re-establishment coordinate at the discretion of the Alberta Land Surveyor, giving due consideration to all available evidence.

Intersections with existing public land dispositions should be made in accordance with standard practice considering: maintenance of the survey fabric, availability of monuments to complete an intersection, disposition type, and monuments used on existing dispositions being crossed. Intersections with surveyed section or quarter section lines must meet the requirements of Part C, Section 3.4.

13.6 Geo-referencing
When choosing geo-reference points, the surrounding features and conditions should be taken into account. These sites should be evaluated based on: open sky view, objects that may cause multipath, any factors affecting the durability of the point, ground conditions, easy access and stability of the monuments.

Geo-reference points should be used as the control reference for staking out any establishment coordinates on any hybrid cadastre plan.

An Alberta Land Surveyor shall keep records of the observations made to validate previous geo-reference points. Any difference found shall be solved with the Alberta Land Surveyor that prepared the previous plan or the Director of Surveys.

MOTION DEFEATED 70-69

Hyperlinks – Recommendation #7

It was MOVED by Mr. Kris Ritchie, seconded by Mr. Ross Woolgar, that Council direct the Standards Committee to remove all hyperlinks from the Manual of Standard Practice and bring forward a recommendation to the 2017 annual general meeting.

MOTION CARRIED

New Business #1: Government Legal Opinion

It was MOVED by Mr. Scott Westlund, seconded by Mr. Steven Van Berkel, that it is recommended that the Council of the Alberta Land Surveyors’ Association request the Director of Surveys provide the government’s legal opinion related to disposition surveys and the Surveys Act for Council’s review.

MOTION CARRIED
New Business #2: Generic References to Approving Authorities
It was MOVED by Mr. Mike Thompson, seconded by Mr. Alex Gorelik, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider replacing any reference to a Government of Alberta approval agency in the ALSA Manual of Standard Practice to a generic reference to the appropriate approving authority.
MOTION CARRIED

New Business #3: AEP Statutory Declaration
It was MOVED by Mr. Nicholas Madarash, seconded by Mr. Blaine Benson, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider assigning the Standards Committee with developing a standard for AEP’s statutory declaration with respect to disposition renewal of PLAs.
MOTION CARRIED

New Business #4: Mapping Fee for Monument Plans
It was MOVED by Mr. Rob Cream, seconded by Mr. Les Frederick, that it is recommended that the Council of the Alberta Land Surveyors’ Association ask the Director of Surveys for his help in having the Land Titles Act regulations changed to exclude the collection of the mapping fee for the registration of monument plans at Land Titles.
MOTION CARRIED

New Business #5: Integrated Surveys
It is MOVED by Mr. Rob Cream, seconded by Mr. Adam Pluim, that it is recommended that the Council of the Alberta Land Surveyors’ Association direct the Standards Committee to review Part C, Section 7 (Integrated Surveys) of the Manual of Standard Practice to consider the addition of a reference to “integrated survey area boundaries” and to ensure that the methodologies described reflect the modern survey methods in use (for example, the use of GNSS).
MOTION CARRIED

From the Registrar
Council met on April 15, 2016.

Council exempted Bruce Clark, Jim Halliday, Hal Janes and Alexei Spivak from the requirements of the mandatory professional liability insurance bylaw as they are not practicing surveying in Alberta.

Council approved placing Doug Cloake, Lloyd Cridland, Don Grant, Mike Grosz and Andy Lee on the register of retired members.

Council approved reinstating Terry Beblow as a retired member.

Council accepted, with regret, the cancellation of associate membership from Wayne Latam and Dan Mikaluk.

Council approved the registration of a branch office of Integrated Geomatics Inc. in Raymond under the supervision direction and control of Randy Smith, ALS.

Council approved Borderline Surveys Ltd. as a surveyor’s corporation under the supervision direction and control of Jason Coates, ALS.
Council approved Tierra Survey Services Inc. as a surveyor's corporation under the supervision direction and control of Tyler Robinson, ALS.

Council approved William Akehurst, ALS to use the trade name, WJ Surveys.

Council appointed Mr. Ian Anderson, ALS to consent to the correction of plan 011 2363 (Ed Lyster, ALS (Retired)) as per Section 92 of the *Land Titles Act*.

Council directed the Registrar, for the 2016-2017 term, to cancel the registration of any practitioner who has not provided proof of professional liability insurance pursuant to Section 65 of the ALSA Bylaws, following the expiration of 30 days from the date of the written notice, unless the practitioner complies with the notice.

In the event that there are outstanding corporate renewals at February 1, 2017, Council directed the Registrar to cancel the registration of a surveyor's corporation or surveyor's partnership following the expiration of 30 days from the date of the written notice, unless the practitioner complies with the notice.

In the event that there are unpaid membership fees at May 1, 2017, Council direct the Registrar to cancel the registration of the member following the expiration of 30 days from the date of the written notice, unless the member complies with the notice.

**Honorary Life Membership**
Lyall Pratt, ALS (Hon. Life)

**Honorary Membership**
Brian Ballantyne

**Professional Recognition Award**
Hugo Engler, ALS

**Council**
Fred Cheng, ALS, President  
Mike Fretwell, ALS, Vice-President  
Greg Boggs, ALS, Past-President  
Bruce Drake, ALS, Secretary-Treasurer  
Brian Ball, ALS, Councillor  
Sandy Davies, ALS, Councillor  
Colin Keir, ALS, Councillor  
Carl Larsen, ALS, Councillor  
John Lohnes, ALS, Councillor  
Scott Partridge, ALS, Councillor  
Russ Barnes, Public Member
50 Year Members
Don Sandham, ALS (Ret)
Darryl Tronnes, ALS

25 Year Members
Blaine Benson, ALS
Garry Bondarevich, ALS

New Members
William Akehurst, ALS
Ryan Cleary, ALS
Amy Grandinetti, ALS
Matthew Heffernan, ALS
Trevor Pasika, ALS
Kyle Sahuri, ALS
Brett Watson, ALS

Lucas Cairns, ALS
Ryan Delaurier, ALS
Alexander Hanna, ALS
Jeffrey Lund, ALS
Ramon Pina Avila, ALS
Alexei Spivak, ALS
Andrew Clark, ALS
Lianqiu Gao, ALS
Stephen Hao, ALS
Mohamed Mouallem, ALS
Adam Pluim, ALS
Vedran Todic, ALS

2017 AGM
The 108th annual general meeting of the Alberta Land Surveyors’ Association will be held April 20-22, 2017 in Jasper, Alberta.

Important Dates
May 4 – Practice Review Board
May 10 – Executive Committee
May 17 – Council
May 31 – Convention & Social

May 4-6 – National Surveyors Conference, Edmonton
May 11 – Registration Committee
May 18 – Steering

June 1 – ALS News Deadline
June 7 – Future Committee
June 9 – Standards Committee
June 16 – Historical & Biographical Committee
June 22 – Professional Development Committee
June 28 – Council

June 1 – Registration Committee
June 8 – Registration Committee
June 14 – RST Implementation Ad Hoc Committee
June 21 – Executive Committee
June 23 – External Relations Committee