The membership of the Alberta Land Surveyors' Association met from April 20-22, 2017 in Jasper for its 108th annual general meeting.

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

Statutory Declarations – Recommendation #1

*It was MOVED by Mr. Hector Muniz, seconded by Mr. Steven Van Berkel, that Part D, Section 5.12 of the Manual of Standard Practice be amended as follows:*

**5.12 Statutory Declarations**

Section 14.0 (Final Submission) of Alberta Environment and Parks' Enhanced Approval Process (EAP) Manual refers to the submission of a completed Alberta Land Surveyor's Statutory Declaration form for disposition types that require a Plan of Survey. The form is available at:


Before signing a statutory declaration, an Alberta Land Surveyor shall confirm in the field that all the facilities were constructed entirely within the survey boundaries as represented on the disposition Plan of Survey on file with Alberta Environment and Parks, and shall ensure that the field verification is documented in accordance with Part C, Section 6 (Field Notes) on page 29.

*In the event the pipeline activities subject to a PLA disposition, as described in Public Land Administration Regulation (PLAR) Table A2, were not constructed entirely within the survey boundaries as represented on the PLA disposition Plan of Survey on file, a Plan of Survey for the amendment of the PLA disposition should be prepared. The amended disposition boundaries need to cover all constructed pipeline activities under the PLA disposition.*

**MOTION CARRIED**

Marketing and Advertising Guidelines – Recommendation #2

*It was MOVED by Mr. Hector Muniz, seconded by Mr. Hugo Engler, that Part B, Section 2 of the Manual of Standard Practice be amended as follows:*

**2.1 Advertisements**

**Marketing of Professional Services**

Advertisements shall:

An Alberta Land Surveyor, Surveyor's Corporation, or Surveyor's Partnership may promote professional services, provided that the marketing:

- be in good taste;
- be in the best interest of the public;
- be factual, and contain no false or inaccurate information;
- not be self-laudatory;
• not harm the dignity, integrity, and honour of the profession;
• not be misleading by containing a misrepresentation of fact or creating unrealistic expectations;
• make no reference to price or fees for professional services.

2.2 Advertising of Fees
An Alberta Land Surveyor, Surveyor’s Corporation, or Surveyor’s Partnership may advertise fees for their services provided that:
• The fees are reasonably precise for the professional services offered.
• The method of determining the fees shall be disclosed when requested.
• They clearly indicate any fees or costs that will be charged in addition to the advertised fee (ie. disbursements and applicable taxes).
• They do not create unrealistic expectations.

MOTION DEFEATED

Hyperlinks – Recommendation #3

It was MOVED by Mr. Hector Muniz, seconded by Mr. Mike Fretwell, that the Manual of Standard Practice be amended as follows:
< See Summary at end of AGM Report >
MOTION CARRIED

Council Member Election Transitional Provisions – Recommendation #4

It was MOVED by Mr. Bruce Drake, seconded by Mr. Larry Pals, that Sections 32(3) and 32(4) of the Association’s bylaws be deleted.

32 (3) Notwithstanding other provisions in this bylaw, the council vacancies at the 2015 AGM will be handled as follows:
(a) the candidate for council with the highest number of votes will be elected to Council for a three-year term;
(b) the two candidates with the second and third highest number of votes will be elected to Council for a two-year term.
(4) Notwithstanding other provisions in this bylaw, the council vacancies at the 2016 AGM will be handled as follows:
(a) the two candidates for council with the highest number of votes will be elected to Council for a three-year term;
(b) the candidate with the third highest number of votes will be elected to a two-year term.
MOTION CARRIED

Honorary Members – Recommendation #5

It was MOVED by Mr. Brian Ball, seconded by Mr. Ivo Nedev, that Section 51(3)(b) of the Association’s bylaws be amended as follows:
(3) Honorary Member
   (a) Council may confer honorary membership in the Association upon any person who, through their own initiative and leadership, has rendered eminent service relating to the profession of surveying.
   (b) There shall at no time be more than 57 honorary members of the Association.
   (c) An honorary member is not required to pay an annual fee or any levy payable to the Association.
   (d) Unless Council otherwise directs, an honorary member is entitled to receive all publications, reports, and notices that are available to Alberta land surveyors generally.
   (e) An honorary member may attend an annual general meeting or special meeting of the Association and is entitled to discuss any motion or resolution before the meeting, but no honorary member may propose a motion or resolution or vote at a meeting of the Association.
   (f) An honorary member is not entitled to be registered as an Alberta land surveyor.
   (g) Membership may be cancelled by Council.

MOTION AS AMENDED CARRIED

Unfinished Business
It was MOVED by Mr. Ravi Shrivastava, seconded by Mr. Larry Pals, that the membership approve making the wording of the regulations under the Land Surveyors Act gender neutral.
MOTION CARRIED

New Business #1: Location of 2020 AGM
It was MOVED by Mr. Michael Thompson, seconded by Mr. Bruce Gudim, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider Lethbridge as a meeting location for the 2020 ALSA AGM.
MOTION CARRIED

New Business #2: Non-Mandatory Schedule of Fees
It was MOVED by Mr. Larry Pals, seconded by Mr. Bruce Gudim, that it is recommended that the Council of the Alberta Land Surveyors’ Association research the possibility of publication on our website similar to the Saskatchewan Land Surveyors Association’s a suggested non-mandatory schedule of fees.
MOTION CARRIED

New Business #3: Letter to Municipalities
It was MOVED by Mr. James Durant, seconded by Mr. Lee Wang, that it is recommended that the Council of the Alberta Land Surveyors’ Association add to the terms of reference of the RPR Working Group to prepare a document, endorsed by Council, to be distributed to the compliance department of municipalities across Alberta. The purpose would be to remind them of the purposes of the RPR, the MSP guidelines for preparing them, and the fact they are not necessarily an inspection and policing document to enforce local land use bylaws that drastically vary across municipalities.
MOTION CARRIED
New Business #4: Boundary Adjudication Panel
It was MOVED by Mr. Adam Berg, seconded by Mr. Kurt Popadynets, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider to make a report to the government to create the necessary legislation to institute a boundary adjudication tribunal.
MOTION DEFEATED

New Business #5: Alternate Funding Model
It is MOVED by Mr. Greg Boggs, seconded by Mr. David Hagen, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider consulting the membership on approving the concept of the funding model as prepared by MNP prior to incurring considerable costs.
MOTION WITHDRAWN

New Business #6: TIFF to PDF
It was MOVED by Mr. David Hagen, seconded by Mr. Glendon Chen, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider consulting with LTO to change the format of the downloaded plans from tiff images to pdf format. A pdf format is easier to use and is able to be read on smartphones and tablets.
MOTION CARRIED

New Business #7: President-Elect
It was MOVED by Mr. Rob Scott, seconded by Mr. David Thomson, that it is recommended that the Council of the Alberta Land Surveyors’ Association examine the position of vice-president as a president-elect position.
MOTION CARRIED

New Business #8: Open Forum Time
It is MOVED by Dr. Rob Radovanovic, seconded by Mr. John Haggerty, that it is recommended that the Council of the Alberta Land Surveyors’ Association consider rescheduling open forum to earlier in the AGM schedule.
MOTION CARRIED

From the Registrar
Council met on April 21, 2017.

Council approved Parmohan Dev as an associate member.

Council accepted, with regret, the cancellation of retired members for Linden Fritsch, Michael Grosz, Henry Palindat, and Gord Repp.

Council exempted Blaine Benson, Jacek Pyc and Desmond Shaw from the requirements of the mandatory professional liability insurance bylaw as they are not practicing surveying in Alberta.

Council approved Innovative Geomatics Corp. as a surveyor's corporation under the supervision direction and control of John Lohnes, ALS.

Council approved Satt Associates Inc. as a surveyor's corporation under the supervision direction and control of Floyd Strochinski, ALS.

Council approved Total Geomatics & Consulting Inc. as a surveyor's corporation under the supervision direction and control of Nitin Bansal, ALS.

Council appointed Mr. Stephen Hyatt, ALS to consent to the correction of plans 081 5194 and 082 3489 (Mike SexSmith, ALS (Retired)) as per Section 92 of the Land Titles Act.

Council gave second and final reading to a motion to authorize Fred Cheng to make a presentation on behalf of the ALSA at the Canadian Geodetic Reference System Committee meeting and that any travel expenses not covered by Natural Resources Canada be topped up out of the ALSA’s Ambassador’s Reserve Fund.

Council directed the Registrar, for the 2017-2018 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, 2018, 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, 2018, 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
Bruce Gudim, ALS (Hon. Life)
Stan Longson, ALS (Hon. Life)
Norm Mattson, ALS (Hon. Life)

President’s Award
Challenger Geomatics
Michelle Woywitka

20 Year Employee Recognition
Brian Munday

Council
Mike Fretwell, ALS, President
Bruce Clark, ALS, Vice-President
Fred Cheng, ALS, Past-President
Bruce Drake, ALS, Secretary-Treasurer
Sandy Davies, ALS, Councillor
Colin Keir, ALS, Councillor
Carl Larsen, ALS, Councillor
John Lohnes, ALS, Councillor
Michael Louie, ALS, Councillor
Ryan Pals, ALS, Councillor
Russ Barnes, Public Member

50 Year Members
Marlin Sexauer, ALS (Hon. Life)  Dick Bassil, ALS (Hon. Life)
Roy Wilkins, ALS (Ret.)  Jack Hagen, ALS (Ret.)

25 Year Members
Jim MacLeod, ALS  Doug Neufeld, ALS
Steve Yanish, ALS  Paul Dixon, ALS
Gerry Smyth, ALS  Richard Heacock, ALS

New Members
Meredith Bryan  Logan Ceretti  Ben d’Eon
Ryan Deighan  Garrett Dillabough  Richard Edmonds
Greg Hebb  Michelle Hua  Maurice Liboiron
Jean-Sebastien Mathieu  Michelle Merrick  Dorin Resek
Malcolm Richmond  Mitchell Scheuerman  Ryan Smith
Drew Stodalka  Chad VandenBrink  Danu Vandermark
Ryan Walker  Grant Wallace  Lee Wang

2018 AGM
The 109th annual general meeting of the Alberta Land Surveyors’ Association will be held April 19-21, 2018 in Jasper, Alberta.

Important Dates
May 9 – Council Strategic Planning  May 10 – Practice Review Board
May 15 – Loss Control Webinar  May 16 – Executive Committee
May 17 – Registration Committee  May 30 – Council
May 31 – Steering Committee

June 1 – ALS News Deadline  June 5 – Convention & Social Committee
June 7 – Registration Committee  June 8 – Legislation Ad Hoc Committee
June 12 – Webinar  June 13 – RPR Working Group
June 14 – Practice Review Board  June 15 – Standards Committee
June 19 – Executive Committee  June 20 – Land Registry Liaison
June 21 – Future Committee  June 22 – External Relations Committee
June 27 – Professional Development Committee  June 29 – Council
<table>
<thead>
<tr>
<th>Reference</th>
<th>To Be Removed From the MSP</th>
<th>To Be Added To the MSP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part C, Section 4.4</td>
<td>Registration of a plan containing a change in a natural boundary requires consent from Alberta Environment and Parks. Plan submission requirements are available at: <a href="http://aep.alberta.ca/lands-forests/director-of-surveys/documents/ChangesNaturalBoundaries-Updated-Jun2012.pdf">http://aep.alberta.ca/lands-forests/director-of-surveys/documents/ChangesNaturalBoundaries-Updated-Jun2012.pdf</a></td>
<td>Registration of a plan containing a change in a natural boundary requires consent from Alberta Environment and Parks. Plan submission requirements are outlined in a document, see &quot;updated plan submission requirements for changes in natural boundaries&quot;—published by the Director of Surveys.</td>
</tr>
<tr>
<td>Part D, Section 1.2</td>
<td>For more information on NAD83 (Original) and NAD83 (CSRS), refer to the Geodetic Fact Sheets available at this site: <a href="http://aep.alberta.ca/lands-forests/director-of-surveys/geodetic-control-unit.aspx">http://aep.alberta.ca/lands-forests/director-of-surveys/geodetic-control-unit.aspx</a></td>
<td>For more information on NAD83 (Original) and NAD83 (CSRS), refer to the Geodetic Fact Sheets available from Alberta Environment and Parks.</td>
</tr>
<tr>
<td>Part D, Section 3</td>
<td>These sections of the Land Titles Procedures Manual for specifications and guidelines regarding strata and condominium surveys:</td>
<td>These sections of the Land Titles Procedures Manual for specifications and guidelines regarding strata and condominium surveys:</td>
</tr>
</tbody>
</table>
1. Section Sur-2.1: Examination of Strata Space Plans
2. Section Sur-4: Examination of Condominium Plans

Additional reference material for Strata and Condominium Surveys has been developed by the Alberta Land Surveyors' Association's Standards Committee and is available at:
www.alsa.ab.ca/Portals/0/PDF/Member_Resources/Reference_Material/Other/201103Condominiums.pdf

Part D, Section 4

1. Section Sur-5: Examination of Road Plans and Other Public Works Plans
2. Section Sur-6: Examination of Right-of-Way Plans, Related Site Plans, and Miscellaneous Plans

For surveys on Métis Settlements Land, Alberta Land Surveyors should consult these sections of the Métis Settlements Land Registry Registrar’s Rules for direction:
1. Section Sur-4: Examination of Road Plans and Other Public Works Plans
2. Section Sur-5: Examination of Right-of-Way Plans, Related Site Plans, and Miscellaneous Plans

Part D, Section 5

Information about public land dispositions, including a list of disposition types, is available in Alberta Environment and Parks’ document entitled PLAR (Public Lands Administration Regulation) Formal Disposition Directive:

Information about plan types, monument requirements, plan formats, and content requirements is available in the Alberta Environment and Parks (AEP) document entitled Disposition Plan Types/Formats and the Alberta Energy Regulator (AER) document entitled Content Requirements for All Disposition Plans:
AEP Disposition Plan Types/Formats - September 2014
AER Content Requirements for All Disposition Plans - March 2016

Information about public land dispositions, including a list of disposition types, is available in Alberta Environment and Parks’ document entitled Public Lands Administration Regulation (PLAR) Tables A1 and A2.

Information about plan types, monument requirements, plan formats, and content requirements is available in the Alberta Environment and Parks (AEP) document entitled Disposition Plan Types/Formats and the Alberta Energy Regulator (AER) document entitled Content Requirements for All Disposition Plans.

Part D, Section 5.1

R&R/03-02 Siting an Upstream Oil and Gas Site in an Environmentally Sensitive Area on Private Land: Guidance for Private Land

Part D, Section 5.7.1

ALS Certification for Wellsites on Private Land (see Part E, Section 1, page 74) or ALS Statutory Declaration for Public Land Dispositions (see link below): http://aep.alberta.ca/lands-forests/director-of-surveys/documents/DirectorSurveysActPolicyFinal-Feb2011.pdf

Part D, Section 5.7.2

1. For technical requirements and guidelines, consult Directive 056: Energy Development Applications and Schedules

Part D, Section 5.8

Information about plan types, monument requirements, plan formats, and content requirements is available in the Alberta
Part D, Section 5.8.1
Mark the positions of the boundary lines to be established by placing monuments at every change in direction and at the beginning and end of every curve. The type of monument to be placed is stipulated in the AEP document entitled Disposition Plan Types/Formats (see link above).

Part D, Section 5.8.11
Certify the plan in accordance with the ALS Statutory Declaration for Public Land Dispositions:

Part D, Section 5.9.8
Certify the plan in accordance with the ALS Certification for Wellsites on Private Land (see Part E, Section 1, page 74) or the ALS Statutory Declaration for Public Land Dispositions (see link below):

Part D, Section 5.10.7
Certify the plan in accordance with the ALS Statutory Declaration for Public Land Dispositions:

Part D, Section 5.11

Part D, Section 5.12
The form is available at:

Part D, Section 7
This Section provides specifications and guidelines for the preparation of Descriptive Plans. Alberta Land Surveyors should also consult either the Land Titles Procedures Manual or the Métis Settlements Land Registry Registrar’s Rules for direction. Alberta Environment and Parks does not accept descriptive plans.

1. Land Titles Procedures Manual:

   Section Sur-3: Examination of Descriptive Plans:

2. Métis Settlements Land Registry Registrar’s Rules:

   Section Sur-3: Examination of Descriptive Plans:

Part D, Section 12
Information on the Métis Settlements of Alberta is available at:
http://www.mslr.gov.ab.ca/map.asp

Detailed plan requirements are available in Part 8, Division 6 of the Métis Settlements Land Registry Regulation:

Part E, Section 1
... regarding which of these are required for the type of plan being prepared and submitted for registration:

1. Land Titles Procedures Manual:

   Section Sur-3: Examination of Descriptive Plans:

Detailed plan requirements are available in Part 8, Division 6 of the Métis Settlements Land Registry Regulation:

... regarding which of these are required for the type of plan being prepared and submitted for registration:

This is an abbreviated, alphabetical list of references available on the ALSA website and other websites:

3. Alberta Land Surveyor's Commitment to Property Damage Mitigation:
   a) For Rural Property: http://www.alsa.ab.ca/Portals/0/PDF/MemberResources/ReferenceMaterial/Entry_Onto_Property/mitigation_n_rural.pdf
4. ALS News: http://www.alsa.ab.ca/MemberResources/ALSNews.aspx

   This is an abbreviated, alphabetical list of references available on the ALSA website

   1. Acts, Regulations, and Manuals (current)
   2. Alberta Land Surveyor's Commitment to Property Damage Mitigation:
      a. For Rural Property
      b. For Urban Property
   3. Bulletin 38 (Department of the Interior), giving a Description of Boundary Monuments Erected on Surveys of Dominion Lands 1871-1917
   4. Continuing Competency Review
   5. Corner Recordation Index
   6. Court Cases
   7. Historical Acts, Regulations, and Other Documents
   8. Land Surveyors Act (historical)
   11. Practice Review Board (PRB) Interpretations
   12. Strata and Condominium Surveys (ALSA Standards Committee)

   This is an abbreviated, alphabetical list of references available on the Queens Printer website

   1. Boundary Surveys Act (current)
   2. History of Re-Establishing from Road Plans (1942 Surveys Act)
   3. Indian Reserves Surveys (historical)
   4. Land Surveyors Act (current)
   5. Land Titles Act

   This is an abbreviated, alphabetical list of references available on other websites

   1. ALS Statutory Declaration for Public Land Dispositions
   3. Disposition Plan Requirements
   4. Energy Legislation, Rules, and Directives
   5. Geo-Referencing Digital Plan Submissions
   7. Métis Settlements Land Registry Registrar's Rules
   8. Oil and Gas Legislation, Rules, and Directives
   9. Registered Public Land Disposition Plans
   10. Standards, Specifications, and Guidelines for GPS Surveys of Alberta Survey Control
   11. Survey Manual – Public Land Surveys
   12. Survey Plan Online Checker (SPOC)
17. History of Re-Establishing from Road Plans (1942 Surveys Act):
   http://www.alsa.ab.ca/Portals/0/PDF/Member_Resources/Reference_Material/Other/history_road_plans.pdf

18. Indian Reserves Surveys (historical):
   http://www.alsa.ab.ca/MemberResources/ActsRegulationsManuals/HistoricalActs.aspx

19. Land Surveyors Act (current):
   http://www.gp.alberta.ca/1266.cfm?page=L03.cfm&leg_type=Acts&isbncln=9780779754052

20. Land Surveyors Act (historical):
   http://www.alsa.ab.ca/MemberResources/ActsRegulationsManuals/HistoricalActs.aspx

21. Land Titles Act:

   http://www.alsa.ab.ca/MemberResources/ActsRegulationsManuals/HistoricalActs.aspx

   http://www.alsa.ab.ca/MemberResources/ActsRegulationsManuals/HistoricalActs.aspx

24. Métis Settlements Land Registry Registrar's Rules:

25. Métis Settlements Land Registry Regulation:

26. Oil and Gas Legislation, Rules, and Directives:
   http://www.aer.ca/rules-and-directives

27. Practice Review Board (PRB) Interpretations:
   http://www.alsa.ab.ca/MemberResources/ReferenceMaterial.aspx

28. Public Land Disposition Plans:

29. Standards, Specifications, and Guidelines for GPS Surveys of Alberta Survey Control:

30. Strata and Condominium Surveys (ALSA Standards Committee):
    http://www.alsa.ab.ca/Portals/0/PDF/Member_Resources/Reference_Material/Other/201103Condominiums.pdf

31. Survey Manual – Public Land Surveys:

32. Survey Plan Online Checker (SPOC):
    https://spoc.silvacom.com/sproc/flex/SPOC.html

33. Surveys Act: