Council approved an application to cancel the permit to practice of Satt Associates Inc.

Council approved an application from Mark Prevost to be placed on the register of retired members effective January 17, 2017.

Council approved an application from Craig McBride to be placed on the register of retired members effective February 1, 2017.

Council approved an application for a branch office for Precision Geomatics Inc. in Drayton Valley under the supervision direction and control of Travis Brinsky, ALS.

Financial Update & New 2017-2018 Budget
Post sales were trending to be 98% of budget for 2016-2017. However, post sales were already budgeted to be the lowest since at least 1993.

The low post sales have been offset by a strong return on the Association’s investments.

At this time, with post sales being close to budget, a strong return on investments and careful controls on all expenditures, the ALSA is projecting a surplus by the fiscal year-end of April 30.

In the 2016-2017 budget, non-operating expenses were cut by 16% or $400,000 while still maintaining all of the same core services.

Council approved the 2017-2018 budget. Highlights of the budget include:

- No fee increases (except possibly a new dues abatement levy. See below.)
- An increase in the number of practitioners applying for retired membership
- Decreased revenues from examinations
- Marker posts and iron posts budgeted to be down slightly again.
- ALS News advertising revenue was reduced to mirror last year’s actual and expected
- The fall regional meeting is again budgeted as a webinar. There was a positive response to the online webinar.
- An increase in computer maintenance. The negotiated five-year no-fee maintenance agreement for the ALSA association management software has now expired.
• A small cost of living increase for staff as proposed by the Secretary-Treasurer on the basis that staff do not receive big increases or bonuses when the economy is good.
• There is no provision in the budget for revenue from any alternate funding models currently under consideration.

Overall, the 2017-2018 budget is forecast to have a deficit of $140,000 which is expected to be offset by the projected 2016-2017 surplus and withdrawals from the Financial Stabilization Fund.

Annual dues invoices will be sent to the membership after the March 9 Council meeting.

Dues Abatement
Council gave first reading to a policy which was informally adopted last year.

The proposed policy will come back to the March 9 Council meeting for second and final reading. Members with questions or concerns should contact any Council member or Executive Director Brian Munday.

The proposed policy reads:

1. The Registrar may, upon application, permit an Alberta Land Surveyor to ...
   a) Pay 33% of their annual dues plus GST
   b) Pay 100% of their Convention & Social levy plus GST
   c) Pay 100% of their CBEPS levy plus GST
   d) Pay 0% of their Professional Surveyors Canada levy plus GST
   e) Pay 100% of other fees as established by the ALSA Bylaws or Council from time to time

... if the Alberta Land Surveyor is exempted from the provisions of the professional liability insurance bylaw on April 30 because of unemployment.

The Alberta Land Surveyor still retains all of their rights and responsibilities as a practitioner (i.e.: can vote on all matters; subject to continuing competency reviews; responsible for any plan corrections/judge’s orders).

The reduction does not apply to Alberta Land Surveyors who are exempt from the professional liability insurance bylaw but are employed outside of Alberta.

2. Council establishes a “Dues Abatement Reserve Fund”, to be funded by an additional levy under Section 52(2) of the Bylaws. Each member shall, on an annual basis, pay $10 or some lesser amount established by Council into the reserve fund until it reaches the upper limit established by Council. This fund shall be used to offset the lost revenue to the Association by any reduction in dues and PSC levy plus GST.

3. If an Alberta Land Surveyor pays the reduced annual fee and subsequently gains employment, an Alberta Land Surveyor must pay back into the reserve fund the balance of their annual dues and the PSC levy plus GST for the current year before being eligible to practice. The amount is not pro-rated.

Practice Review Board
Each year, the Practice Review Board identifies common areas of non-compliance for Council and makes recommendations to Council suggesting corrective actions.

In 2017, the Practice Review Board identified three issues and recommended the following:

1. “Facilitate a plan checking seminar” be added to the Professional Development Committee terms of reference;
2. “Facilitate a field note seminar, which will include evidence assessment” be added to the Professional Development Committee terms of reference;
3. “Consider developing a document that provides Alberta Land Surveyors guidelines for developing written policies and procedures for various types of surveys” be added to the Standards Committee terms of reference.

Council did not accept the recommendations of the Practice Review Board.

The Practice Review Board also provided the Registration Committee, through Council, a potential examination question based on its CCR findings.

Interpretive Bulletin: Plan Corrections where a Monument needs to be Placed, Moved or Removed
Council approved a new PRB Interpretive Bulletin. It is on the ALSA website under Member Resources and then Reference Material.

The purpose of this bulletin is to provide guidance to Alberta Land Surveyors on acceptable practice and appropriate methodology when submitting a plan correction to Alberta Land Titles where the placement, movement or removal of a survey monument is deemed necessary subsequent to plan registration.

It is the opinion of the Board that, subsequent to plan registration, any time a monument must be removed, moved or placed an analysis must be conducted to determine if the correction will result in altering a boundary.

Future Committee
Council authorized the Future Committee to make a presentation on a combined active control network, digital cadastre and GIS repository at the spring regional meetings and prepare an article for publication in ALS News.

Council accepted, with regret, Kevin Grover’s resignation from the Future Committee and appointed Horatiu Caraba vice-chair of the Future Committee.

Standards Committee
Equipment Calibration Policies
Council had directed the Standards Committee to consider developing a document that provides Alberta Land Surveyors with guidelines for developing equipment calibration policies and procedures. The Standards Committee prepared a document for Council approval and recommended that the resource document be made available to the membership through the ALSA website.

Council directed, however, that the document be
published in a future issue of ALS News Council was concerned that there are too many different validation approaches and methodologies to have one comprehensive document applicable to all practitioners.

**AEP Statutory Declaration**
Council directed the Standards Committee to develop a standard for AEP’s statutory declaration with respect to disposition renewal of PLAs.

Council approved the recommendation that:
- the proposed amendment to Part D, Section 5.12 of the *Manual of Standard Practice* be forwarded to the AGM for consideration by the membership; and
- The PLA Disposition Renewal Document and Examples be placed on the ALSA website once the membership approves the amendments to Part D, Section 5.12 of the *Manual of Standard Practice*.

It is proposed that Part D, Section 5.12 of the Manual of Standard Practice be amended as follows:

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.

**Total Coordinates**
Council had asked the Standards Committee to investigate the need for total coordinates on wellsite plans as per Part D Section 5.7.3 of the Manual of Standard Practice and make recommendations to Council. The Standards Committee has concluded that there is no need to amend the Manual of Standard Practice with respect to total coordinates. Council has accepted the Standards Committee’s recommendation.

**Government Relations**

**Regulation Amendments**
There is still no word on when amendments to the *Professional Practice Regulation, Discipline Regulation and Examination & Training Regulation* will be presented to cabinet for approval.

The government has made amendments to the *Veterinary Profession Act* and Council reviewed an overview of APEGA’s proposed legislative changes.

**Public Member Appointments**
The Government of Alberta hopes to start recruiting for vacant public member positions soon and have the appointments made by mid-spring.
The Government of Alberta then expects to start phase 2 of its recruitment process (for the re-application of existing public members) and have that completed by mid-summer.

**Land Titles Pilot Project**
Council was provided with an update on the new Land Titles systems. ALTO will be the system to input documents; ALTA2 will be the registry and SPIN3 will be the viewer. As part of the new systems, the ALSA has partnered with Notarius to authenticate electronic signatures for submissions to Land Titles.

At this time, the ALSA is working with both Land Titles and Notarius to explain fully how the system will work and what is expected and required from each practitioner.

Council learned that President Fred Cheng has asked honorary member Brian Ballantyne to speak to the membership at the AGM about some form of a boundary tribunal under the *Land Titles Act*.

**Environment & Parks**
The Director of Surveys was unable to attend the Council meeting.

The Director of Surveys had six questions arising from the Association’s report to the minister on how ministerial order (i.e.: post sale) funds were spent. The ALSA will meet with the Director of Surveys to discuss the answers to his questions.

President Fred Cheng reported on a meeting he attended, along with a number of other Alberta Land Surveyors, to discuss a process to improve water boundary application turnaround times. Mr. Cheng has asked the government to make a presentation to the membership at the AGM about the new process.

Council expressed concern about the new disposition renewal process that AER has introduced to disposition holders. In particular, Council was concerned about one of the criteria that is listed in the set of instructions – signing a declaration that the disposition holder confirms it constructed and continues to operate the activities within the approved disposition. Council is questioning if this could be determining “the location of anything relative to a boundary for the purpose of certifying the location of the thing” and has asked its legal counsel for an opinion.

Council received a report on a meeting between a group of Alberta Land Surveyors, the Director of Surveys Office and representatives from the Regional Municipality of Wood Buffalo. The purpose of the meeting was to discuss an action plan to resurvey the subdivisions affected by last year’s wildfire. The ALSA Council has agreed to write a letter to the Regional Municipality of Wood Buffalo to offer whatever support it can to help expedite the process.

**Honorary Members**
Council approved a recommendation to amend Section 51(3)(b) of the bylaws to increase the maximum number of honorary members from five to seven.
Plan Corrections
Council rescinded motion 2016.08.018 and appointed Mr. Nick Madarash, ALS to consent to the correction of plan 072 4256 (Chris Alcock, ALS (Former)) as per Section 92 of the Land Titles Act.

Council appointed Darren Eklund, ALS to make an application for an order under Section 91 of the Land Titles Act to vary plan 082 0234 (Peter Walker, ALS (Retired)).

Council received a request from a practitioner to appoint him to make an application for an order to vary a plan of a deceased Alberta Land Surveyor. However, the surveyor’s corporation that the deceased Alberta Land Surveyor worked for still exists and the corporation does not believe that an error was made on the plan of survey. Council did not appoint the practitioner to make the application for a court order.

Stakeholder Meetings
President Fred Cheng reported on a meeting with interested stakeholders across Canada to discuss implementation, uses, values, and benefits of survey control networks. Mohamed Abdel-Salam, ALS was appointed vice-chair of the Edmonton ASCM Working Group.

The ALSA hosted a liaison meeting with the Director of Surveys Office, Land Titles, Metis Settlements Land Registry and Special Areas to discuss common issues and concerns. The next meeting will be in six months.

President Fred Cheng reported on his meeting with the University of Calgary’s Geomatics Engineering Liaison Committee.

Short Cuts
Council endorsed guidelines to ensure that the nomination and election of Council members is handled fairly and without bias.

Council directed that a committee be struck of past-presidents and the secretary-treasurer to initiate terms of reference, roles and responsibilities of the executive director as a yardstick for future reviews.