MANUAL OF STANDARD PRACTICE

April 25, 1996

(includes amendments to April 21, 2001)
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**DEFINITIONS**

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*NOTE: To reduce the complexity and confusion resulting from use of “he/she”, “he” will be used, without prejudice, throughout this manual when referring to Alberta Land Surveyors.*
PART A:
INTRODUCTION

The Alberta Land Surveyors' Association is a self-governing profession established according to the Land Surveyors Act (Statutes of Alberta 1981, c.L-4.1)

This legislation provides for the establishment and maintenance of standards for surveys conducted by Alberta Land Surveyors in keeping with the requirements of other regulatory authorities.

The purpose of this Manual is to assist the Alberta Land Surveyor in practising, with integrity and competence, and to ensure surveys and survey plans result in clear and unambiguous definitions of boundaries.

All standards in this manual should be followed by the Alberta Land Surveyor. Where full compliance is not possible because of local conditions, conflicting requirements of other authorities or other circumstances, the onus is on the Alberta Land Surveyor to be able to defend noncompliance.

There is also an onus on the Alberta Land Surveyor to improve the manual and to participate in keeping it current. If a surveyor believes the existence or absence of a standard is necessary, he has an obligation to bring recommendations for change to the membership.
PART B, STANDARDS OF PRACTICE
Section 1:
THE CODE OF ETHICS
(With Commentary)

The Code of Ethics represents a standard of conduct for the Alberta Land Surveyor. It stresses the Alberta Land Surveyor’s responsibility to the public and clients and to his personnel and colleagues.

Those who rely on an Alberta Land Surveyor may find it difficult to assess the quality of his services. They have a right, however, to expect a person of integrity and competence.

Because ethics are abstract concepts they are not easily defined. Therefore, care must be used in applying the Code of Ethics to judge the Alberta Land Surveyor. There could be cases when certain parts of the commentary should not be strictly enforced. Similarly, the code cannot cover all instances of unethical conduct. It is the responsibility of the Association to judge whether the Code is followed not so much in fact, as in spirit.

An Alberta Land Surveyor shall serve society, his clientele and his profession with the ultimate objective of contributing to the knowledge of land, to the better management of land and to the preservation of peaceful and lawful enjoyment of land.

☐ The public responsibility of an Alberta Land Surveyor to contribute in the above areas imposes particular obligations. Especially important is the work of establishing or re-establishing boundaries of land. The correct survey or resurvey of land boundaries is essential to the maintenance of the land survey and titles system in the province of Alberta. An Alberta Land Surveyor shall at all times maintain the cadastral fabric.

☐ This public interest must be greater than the interest of any individual client of the Alberta Land Surveyor and requires that the professional carry out his duties without favour, affection or partiality.

An Alberta Land Surveyor has a duty to assist his pupils and employees to achieve their optimum level of contribution to society through their contribution to the profession.

An Alberta Land Surveyor

☐ shall assist his students/trainees and employees to obtain instruction in the practical, ethical and theoretical aspects of surveying.

☐ has a particular obligation to ensure students/trainees receive instruction in the art, practice, ethics and profession of an Alberta Land Surveyor.
<table>
<thead>
<tr>
<th>Professional Impropriety</th>
<th>1.3</th>
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</thead>
<tbody>
<tr>
<td>An Alberta Land Surveyor should avoid even the appearance of professional impropriety.</td>
<td></td>
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<tr>
<td>An Alberta Land Surveyor</td>
<td></td>
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<tr>
<td>☐ shall disclose to his client any conflict of interest, affiliation or prior involvement that could have even the appearance of preventing the surveyor from carrying out professional duties with independence and objectivity. The surveyor should accept or continue such employment only if the client consents.</td>
<td></td>
</tr>
<tr>
<td>☐ in doing work for clients who could have conflicting interests, must explain fully to each the implications of common representation. He should accept or continue such employment only if all clients consent and the duties can be carried out with independence and objectivity. A conflicting interest could occur where the timing or completion of projects or approval of plans gives one client an advantage over another.</td>
<td></td>
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<tr>
<td>☐ must recommend that his client retain another Alberta Land Surveyor if any conflict of interest, affiliation, or prior involvement prevents him from carrying out professional duties with independence and objectivity.</td>
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<tr>
<td>☐ shall not solicit employment by offering payment or other inducement to secure such employment. This includes compensation to a third party for recommending him.</td>
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<tr>
<td>☐ must attempt to resolve amicably any controversy over fees with clients. The surveyor shall explain all charges incurred and make available to the client copies of any details relevant to the assessment. Where differences cannot be resolved, the surveyor shall ensure that the client has knowledge of complaint or mediation procedures available through the Alberta Land Surveyors' Association.</td>
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<td>☐ shall not influence improperly any public body or official; or state or imply that he is able to do so.</td>
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<tr>
<td>☐ shall guard the reputation of his profession as he guards his own, rebutting unjustified criticism of the profession, other surveyors or of him/herself.</td>
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<tr>
<td>☐ shall not allow his name to be associated in a professional manner with any person or enterprise of a dubious nature.</td>
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<thead>
<tr>
<th>Professional Confidences</th>
<th>1.4</th>
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<tr>
<td>An Alberta Land Surveyor has a duty to preserve the confidences of his client and regard as privileged the information he may obtain regarding the affairs of his client.</td>
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<tr>
<td>An Alberta land surveyor</td>
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<tr>
<td>☐ shall maintain confidentiality of clients' affairs during and after completion of an assignment or termination of employment.</td>
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</tr>
<tr>
<td>☐ is responsible for compliance of students/trainees and staff with this article, therefore, must exercise care in selection and training of employees.</td>
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</table>

This article does not apply to the normal release on request of boundary definition survey information to other Alberta Land Surveyors.
| Professional Judgement | 1.5 | An Alberta Land Surveyor has a duty to exercise unbiased independent professional judgement on behalf of his client, and shall represent his client competently.

An Alberta Land Surveyor
☐ must decline to accept direction from employers, directors, officers, or other superiors in his organization if such direction compromises his integrity, independence or objectivity. A written agreement between organization and surveyor should be in place to prevent any misunderstandings. The agreement should define the relationship and allow the surveyor independence of action and decisions.

☐ when forming a corporation, must ensure that any director, officer or stockholder cannot influence the independence of any Alberta Land Surveyor employed by the corporation in carrying out his professional duties.

☐ shall not accept assignments that are beyond his resources to complete in a reasonable time, that are beyond his competence or that he cannot carry out in a professional manner. This does not necessarily preclude the surveyor from accepting employment in an area in which he may not be completely proficient, providing the client is made fully aware of his capability, in good faith he expects to become qualified and his accepting the assignment would not result in an undue delay or expense to his client.

☐ if offered employment for which he is not and does not expect to become qualified, an Alberta Land Surveyor should either decline the employment or, with the consent of the client, accept the employment in association with another Alberta Land Surveyor with the required expertise.

☐ shall present clearly to a client, circumstances where his professional judgement may be overruled by regulatory or legal authority and the consequences.

| Integrity and Competence | 1.6 | An Alberta Land Surveyor shall assist in maintaining and improving the integrity and competence of the profession of surveying.

This responsibility includes maintaining the survey system, by cooperating with colleagues to resolve any apparent errors or discrepancies in his work and taking all necessary measures to remedy those errors or discrepancies.

An Alberta Land Surveyor shall
☐ report to the Association any matter of incompetence or disregard for good practice. To let inappropriate practice continue could result in a deterioration of the survey system and harm the integrity of the profession. Occasional errors or oversights in work, however, can often be resolved between surveyors and need not be reported to the Association unless the parties cannot agree to a solution to the matter.

☐ assume the professional responsibility for all authorized work carried out by his nonprofessional staff.
<table>
<thead>
<tr>
<th>Dignity of the Profession</th>
<th>1.7</th>
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<td>ensure, before he accepts any applicant for articleship, that the applicant has the necessary personal attributes including good character required of an Alberta Land Surveyor.</td>
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<tr>
<td>devote some of his time to the affairs of his Association. Changes in human affairs and imperfections in human institutions make necessary constant efforts to maintain and improve the survey profession, institutions, procedures and system.</td>
<td></td>
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<tr>
<td>participate in proposing and supporting legislation and programs to improve the survey profession, institutions, procedures and system. If an Alberta Land Surveyor believes that the existence or absence of a rule of law, regulation or instruction causes or contributes to an unjust result, he should endeavour to obtain appropriate changes.</td>
<td></td>
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<tr>
<td>continually advance his knowledge and skills by participating in the activities of the Association, in relevant professional development programs and related professions or societies.</td>
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</table>

An Alberta Land Surveyor has a duty to maintain the dignity of the profession through his association with his clients, colleagues and subordinates.

An Alberta Land Surveyor shall
- limit his advertising to the adequate provision of information to the public. Special care must be taken to ensure the information set forth in any advertising is relevant to the appropriate selection of a surveyor. Preparation of advertisements and professional articles for lay publications and participation in seminars, lectures and civic affairs should be motivated by a desire to educate the public and provide information relevant to the selection of the most appropriate Alberta Land Surveyor rather than to obtain publicity for particular surveyors.
- refrain from any false or misleading statements or self-laudatory language in any advertising.
- not, in any dealing he has with a client or prospective client, attempt to solicit assignments or projects that are being carried out by another surveyor. If asked to participate in or complete a project being carried out by another surveyor, he shall do so only with the approval, withdrawal or termination of services of the previous surveyor.
- not attempt to injure the professional reputation of any other Alberta Land Surveyor.
- refrain from public criticism of the conduct or practice of any other Alberta Land Surveyor.

An Alberta Land Surveyor should assess and receive fair and just compensation from his client, commensurate with the technical complexity, level of responsibility and liability potential of the services performed.

An Alberta Land Surveyor shall
- assess a fee that will enable him to serve the client effectively and complete the project using good survey practices. He shall not charge more than a reasonable fee that could discourage potential clients from using professional land surveyors for the protection of
<table>
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<th>Unauthorized Practice</th>
<th>1.9</th>
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</table>

their property rights and that could generally harm the reputation of Alberta Land Surveyors.

☐ when in the process of being employed, arrive at a clear agreement with the client for fees to be charged. This will prevent misunderstandings later and contribute to good relations.

☐ in any estimates or quotations given to a prospective client, clearly outline the work covered by the estimate and any conditions which could contribute to additional costs. He should not quote a fixed fee for an unknown quantity of work unless the fee includes all contingencies. Once he has entered into an agreement to carry out survey work for a specified fee, he shall complete the work for the agreed amount.

☐ not reduce the quality of his professional services to complete a project within the agreed cost.

☐ not divide a fee for surveying services with another surveyor not a partner or associate of his survey firm unless:
  • the client agrees to employment of an additional surveyor after full disclosure of a fee division is made,
  • the division is proportional to the services performed, and
  • the total fee does not exceed reasonable compensation for all services provided to the client.

☐ not use the advantage of a salaried position to compete unfairly with another Alberta Land Surveyor and will not engage in outside work without the knowledge and consent of his employer.

An Alberta Land Surveyor shall assist in preventing the unauthorized practice of land surveying.

An Alberta Land Surveyor shall

☐ report to the Association any instances of unqualified persons practising land surveying. Limiting the practice of land surveying to professionals is intended to ensure the public receives these services with competence and integrity.

☐ not enter into any arrangement that will enable an unqualified person or corporate body to complete a land survey directly or indirectly.

☐ not join or become a member of a company which carries out survey work unless he or another Alberta Land Surveyor will be taking responsibility for all land survey work performed.

☐ not establish offices or branches unless these centres are under the full-time direction and management of a resident Alberta Land Surveyor. In management of this nature, there is a real danger that nonprofessional personnel will assume, or appear to assume, professional duties and that supervision will be inadequate. It is essential that the client-surveyor relationship be retained in the practice of land surveying.

This article does not preclude an Alberta Land Surveyor from delegating tasks to field assistants, clerks, secretaries and others while the Alberta Land Surveyor maintains a direct relationship with his client and supervises the work.
### PART B, STANDARDS OF PRACTICE

#### Section 2:
**ADVERTISING GUIDELINES**

<table>
<thead>
<tr>
<th>Advertisement</th>
<th>2.1</th>
<th>Advertisements shall:</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>• be in good taste.</td>
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<td>• not be misleading by containing a misrepresentation of fact or creating unrealistic expectations.</td>
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<td></td>
<td></td>
<td>• make no reference to price or fees for professional services.</td>
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<td></td>
<td></td>
<td>• not be self-laudatory.</td>
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<td></td>
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<td>• be factual, without false or inaccurate information.</td>
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<td></td>
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<td>• be in the best interest of the public.</td>
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<td></td>
<td></td>
<td>• not harm the dignity, integrity and honour of the profession.</td>
</tr>
</tbody>
</table>

| Vehicle Signage | 22 | Alberta Land Surveyors shall place identification signage on all field vehicles used in the practice of surveying, with the company name to be a minimum of 5 cm in height. A logo, address and telephone number or any combination thereof may also be added. Signage of any subcontractors shall not be visible. |
PART B, STANDARDS OF PRACTICE
Section 3:
TECHNICAL SERVICES SUB-CONTRACTING

3.1 An Alberta Land Surveyor:

.1 may engage the services of a person or persons, not in his direct employ, (referred to here as the subcontractor), to perform technical functions on his behalf. These technical functions do not include or encompass client liaison or new business development.

2 shall assume full responsibility for the actions and conduct of the subcontractor during the term of the engagement as though he were in the land surveyor's direct employ. The land surveyor will issue all work instructions to, and receive the completed work from, the subcontractor in person.

3 shall not remunerate any of his technical assistants or the subcontractor for services based on a proportion of the entire fee which he charges a client for the whole service, nor a fixed fee which may encourage inferior methods or time-reducing procedures at cross purposes with adopted survey standards.
# PART C, GENERAL STANDARDS AND PROCEDURES
## Section 1: MEASUREMENTS AND ACCURACIES

| Method of Least Squares | 1.1 | The following section deals with measurements and accuracies associated with cadastral boundary definition surveys. As measurement techniques evolve and new methodologies become available, the burden of proof that these guidelines or their intent are complied with rest with the practitioner assuming responsibility for the plan. The measure of accuracy for cadastral surveys shall be determined by either employing the method of misclosure or the method of least squares. Where the method of least squares is employed, the measure of accuracy shall include both the observational residuals and the semi-major axis of the 95% relative 2-dimensional (horizontal) and/or 1-dimensional (vertical) confidence regions between monuments in the survey. The 95% confidence regions used to assess the accuracy shall be derived from a properly weighted minimally constrained adjustment of the network. The global variance factor computed by the adjustment must be tested with the Chi-Square Goodness of Fit Test. In the event that the variance factor does not pass this test, the reasons therefore should be determined and the problem rectified. Subsequently, if the test is still not passed, the variance-covariance matrix must be scaled by the global variance factor. The minimum accuracy standard, when expressed as a confidence region, shall be obtained from the following formula: \[ c = 0.02 + ((b)(d)) \text{ metres} \] where, “c” is the maximum allowable value of the semi-major axis of the 95% relative confidence region, “b” is the precision in parts per million (ppm) “d” is the distance between monuments in metres |
| Revised 99.04.23 | | |
| New Surveys | 1.2 | For new surveys consisting of the surveyor’s own work, the minimum accuracy standard, • when expressed as a misclosure shall be 1:7500 or 0.02 metres or, • when the method of least squares is employed, both the observational residuals and the semi-major axis from the 2-dimensional relative confidence regions, shall be as determined in section 1.1 using a value of (b) equal to 130 ppm. When closing on work performed by other surveyors, the minimum accuracy standard, • when expressed as a misclosure shall be 1:5000 or 0.02 meters or, • when the method of least squares is employed, both the observational residuals and the semi-major axis from the 2-dimensional relative confidence regions, shall be as determined in section 1.1 using a value of (b) equal to 200 ppm. |
| Prior Surveys | 1.3 | |
| Checking Work | 1.4 | All surveys conducted under the Surveys Act must be verified by one or more of the following:
- Closure on prior or current work,
- Closure on existing Alberta Survey Control,
- Check-measuring all observations, or
- Other appropriate means
Sufficient field measurements shall be made to ensure there are no errors of layout or measurement.

| Wellsite Surveys | 1.5 | The vertical accuracy within the surveyor’s own level circuits,
- when expressed as a misclosure, shall not exceed (+/- 50 mm)×(√d) where d is the distance in km or,
- when the method of least squares is employed, both the observational residuals and the 1-dimensional relative confidence regions, shall be as determined in section 1.1 using a value of (b) equal to 20 ppm.
- a minimum of two benchmarks with published elevations should be used and the result related to the appropriate vertical datum as specified in Part D, Section 1.14.

The horizontal accuracy of the surveyor’s own work,
- when expressed as a misclosure shall be 1:5000 or 0.02 meters or,
- when the method of least squares is employed, both the observation residuals and the semi-major axis from the 2-dimensional relative confidence regions, shall be as determined in section 1.1 using a value of (b) equal to 200 ppm.

When closing on work performed by other surveyors, the minimum accuracy standard,
- when expressed as a misclosure shall be 1:2500 or 0.02 meters or,
- when the method of least squares is employed, both the observational residuals and the semi-major axis from the 2-dimensional relative confidence region, shall be as determined in section 1.1 using a value of (b) equal to 400 ppm.
The following section deals with standards for GPS measurements and associated computations performed for cadastral boundary definition surveys. Due to the complexity of GPS measurement and data reduction processes, these guidelines focus primarily on assessing the reliability and accuracy of these surveys. As GPS techniques evolve and new methodologies become available, the burden of proof that these guidelines or their intent are complied with rests with the practitioner assuming responsibility for the plan.

2.1 GPS surveys will be assessed as horizontal (2D) and/or vertical (1D) surveys for the purposes of accuracy measure.

2.2 The measure of accuracy for surveys conducted in whole or in part with GPS techniques, shall comply with Section 1.

2.3 Network adjustment shall include only \((n-1)\) position differences or, if trivial position differences are included, the mathematical correlations should be properly accounted for.

2.4 The position of every monument included in a GPS survey either found or placed shall be verified with sufficient redundant observations. This applies to both static and kinematic surveys.
<table>
<thead>
<tr>
<th>Recommended Monuments</th>
<th>3.1 1</th>
<th>Under the June 9, 1988 Surveys Act, statutory iron posts are required at all property corners.</th>
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<tbody>
<tr>
<td></td>
<td>2</td>
<td>For surveys under Part 3 of the Surveys Act, an iron post approximately 90 centimetres long, 2 centimetres in diameter, pointed at one end with a 2 centimetre square top, 10 centimetres long and marked with a crown.</td>
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<td>3</td>
<td>Where it is not practical to place a statutory iron post, one of the following should be used:</td>
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<td>• lead plug ‘with tack’ in drill hole for rock or concrete conditions.</td>
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<td></td>
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<td>• concrete nail ‘with washer’ for asphalt conditions.</td>
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<td>• round, 2 cm. diameter, solid steel bar for gravel conditions of a length to suit the circumstances.</td>
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<td>4</td>
<td>Other monuments may be used, at the surveyor’s discretion, if one of the above is impractical.</td>
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<td>5</td>
<td>Reference monuments may be used at an offset location if the actual corner is not accessible or if it is impractical to monument, but the reference monument must not create confusion or ambiguity.</td>
</tr>
<tr>
<td>Monuments</td>
<td>3.2</td>
<td>Monuments shall be, for surveys under Part 2 of the Surveys Act, a brass tablet 8 centimetres in diameter, marked with a crown and the words “Province of Alberta” and mounted on a base approved by the Director of Surveys, and where it is impractical to place a monument of a style specified above, the Director of Surveys may approve the use of a suitable substitute.</td>
</tr>
<tr>
<td>Marker Posts and Bearing Trees</td>
<td>3.3</td>
<td>Where practical, iron posts shall be referenced by a marker post placed 0.3 metres distant therefrom and the direction noted on the plan.</td>
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<td>1</td>
<td>Marker posts should not be placed where they may constitute a hazard to the public or interfere in the normal use of land. In general, marker posts should not be placed in developed urban areas.</td>
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<td>2</td>
<td>Marker posts placed along road or right-of-way surveys should be situated on adjacent fence lines whenever possible.</td>
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<td>3</td>
<td>For surveys in unsurveyed territory, bearing trees and/or marker posts are required.</td>
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<td>4</td>
<td>Where a marker post is placed other than 0.3 metres distant from a monument, both the distance and the direction of the marker post from the monument shall be noted on the plan.</td>
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<td>5</td>
<td>Marker posts must be of a design approved by the Alberta Land Surveyors’ Association.</td>
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<tr>
<td>Section</td>
<td>Description</td>
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<tr>
<td>3.4 .1</td>
<td>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.</td>
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<td>3.5 .2</td>
<td>With some exceptions, Part 3 of the Surveys Act requires that, in addition to intersections with existing survey lines, all new boundaries be monumented at every deflection and point of curvature. For further details, refer to the sections dealing with specific types of surveys. Monuments shall be countersunk in areas where they interfere with farming or grading operations and noted on the plan.</td>
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<td>3.6</td>
<td>All surveyed boundaries, other than natural boundaries, must be either straight lines or circular curve segments.</td>
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<td>3.7</td>
<td>Statutory iron posts placed shall be legibly and permanently marked with the survey corporation or partnership permit number or the registration number of individual surveyors not affiliated with a surveyors partnership or surveyors corporation. The markings placed on the iron post shall be noted in the legend on the plan.</td>
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<td>3.8</td>
<td>If a statutory monument has been established but is not shown on a plan registered in the Land Titles Office, the surveyor must register a plan, called an Establishment of Monuments plan, within two years of the monument establishment. This does not negate Sections 40 and 42 of the Act.</td>
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<td>3.9</td>
<td>The type of monumentation found or placed for wellsites, related facilities, and Public Land Dispositions shall be shown on the plan. It is recommended that iron bars be placed.</td>
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<tr>
<td>3.10</td>
<td>If a statutory iron post is placed to re-establish a lost monument or restore an obliterated monument originally placed at a section or quarter section corner, the iron post shall be marked with the same designation as the original monument. Numbers shall be legibly and permanently applied.</td>
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<td>3.11</td>
<td>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.</td>
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Manual of Standard Practice
2001.04.21
-Boundaries and Monumentation-
Part C
Page 2
PART C, GENERAL STANDARDS AND PROCEDURES  
Section 4:  
FIELD NOTES

<table>
<thead>
<tr>
<th>Systematic Records</th>
<th>4.1.1</th>
<th>The following requirements pertain to compiling, recording and retaining of hardcopy field notes and digital returns that are made in conjunction with all surveys.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contents of Notes</td>
<td>4.2</td>
<td>Systematic records shall be made of all field measurements at the time of observation and be identified as field notes.</td>
</tr>
<tr>
<td>Revised 96.09.03</td>
<td></td>
<td>2. They shall be preserved permanently, in original form and filed such that ready retrieval is possible.</td>
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<td>The field notes shall give a clear and detailed account of everything found, observed and done in the course of the survey including:</td>
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<td></td>
<td></td>
<td>1. the date of observations, location, and purpose of the survey;</td>
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<td>2. the type and identification of equipment;</td>
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<td>3. environmental conditions, including meteorological readings;</td>
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<td>4. the name of the person(s) making and recording the observations;</td>
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<td></td>
<td></td>
<td>5. a complete description of the condition of every monument found, restored and placed and of every permanent structure referencing that monument;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. a record of all physical, documentary or verbal searches made for evidence. All lost monuments shall be identified.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7. a diagram representing the survey.</td>
</tr>
<tr>
<td>Changes/Edits</td>
<td>4.3</td>
<td>Entries in field notes, either hardcopy or digital shall not be erased, altered or obliterated.</td>
</tr>
<tr>
<td>Remote Positioning Data</td>
<td>4.4</td>
<td>In addition, for surveys done partially or completely using remote positioning techniques, the field records shall include the following:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1. observation procedures, raw data and logistics;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. reduction procedures of the observed data, including software versions;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. processed remote positioning data from which cadastral survey measurements are derived.</td>
</tr>
</tbody>
</table>
### Integrated Surveys

5.1. Every survey a plan of which is to be registered under the Land Titles Act shall be integrated with survey control if 2 or more monuments found or placed by the survey are each within 1 kilometre of any 2 survey control markers.

5.2. For the purposes of Section 5.1, integration with survey control means obtaining sufficient measurements from survey control markers into the survey to permit the derivation of grid bearings and the computation of a closure starting at a survey control marker and proceeding along the shortest path through the survey to another survey control marker.

5.3. When computing a closure under Section 5.2, the error of closure when compared to the coordinates of the survey control markers, as confirmed and published by the Director of Surveys, shall not exceed the greater of:

1. the product of 0.00014 and the direct distance between the 2 survey control markers used for the closure, or
2. 25 millimetres.

5.4. If a surveyor performs a survey within the bounds of a survey that has been integrated in accordance with Sections 5.1 to 5.3, then the requirements of Section 5.1 are optional.

### Additional Requirements

5.5. 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.

### Field Measurements

5.6. On every survey other than surveys meeting the requirements of Section 5.1, the surveyor shall make field measurements connecting the survey to all survey control markers situated within 1 kilometre of any monument found or placed by the survey.

### Non-monumented Survey

5.7.1. A survey shall not be carried out under section 43 of the Surveys Act unless sufficient survey control markers exist in the vicinity so that no property corner of the survey is more than 2 kilometres from each of at least 2 survey control markers.

2. The density of survey control markers or reference monuments shall be such that no property corner established by the survey is more than 200 metres from the nearest reference monument or survey control marker.
Plan of Non-Monumented Survey

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>5.8.</td>
<td>Plans for surveys performed under section 43 of the Surveys Act shall show, in addition to the requirements of any enactment,</td>
</tr>
<tr>
<td>1.</td>
<td>All survey control markers, reference monuments, found monuments and re-established monuments involved in the survey, together with their coordinate positions.</td>
</tr>
<tr>
<td>2.</td>
<td>The location of all monuments that would have been placed if the survey had been carried out under section 41(1) of the Surveys Act together with their coordinate positions.</td>
</tr>
</tbody>
</table>
**PART D, STANDARD PRACTICE FOR SURVEYS AND PLANS**

**SECTION 1:**

**GENERAL REQUIREMENTS FOR PLANS**

<table>
<thead>
<tr>
<th>Size of Plans</th>
<th>1.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>All plans for registration must be drawn on tracing linen or mylar film not less than 0.35 metres in width and 0.4 metres in length or more than 0.75 metres by 3.0 metres. A mylar thickness of 0.08 millimetres (3 mil) is recommended.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Margin</th>
<th>1.2</th>
</tr>
</thead>
<tbody>
<tr>
<td>A marginal outline of 0.02 metres or more from the edge of the plan should be drawn around all sides with no survey data shown outside the marginal line.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Clarity</th>
<th>1.3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plans must</td>
<td></td>
</tr>
<tr>
<td>1. scale accurately and</td>
<td></td>
</tr>
<tr>
<td>2. be of a good standard of draftsmanship.</td>
<td></td>
</tr>
</tbody>
</table>

Mechanical lettering throughout is preferred, with minimum letter height of 2 mm.
<table>
<thead>
<tr>
<th>Heading</th>
<th>1.4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Each plan must bear a heading preferably on the top right hand side, stating:</td>
</tr>
<tr>
<td></td>
<td>1. The nature or purpose of the survey shown on the plan; for example, “Plan showing survey of public work (Gravel Pit)”, “Right-of-way for Oil Pipe Line”, “Plan showing Subdivision of.”</td>
</tr>
</tbody>
</table>
|                               | 2. The legal description of the affected area or portion thereof  
|                               |   • by quarter section, township, range, and meridian numbers; or  
|                               |   river lot and settlement plan numbers; or if in a subdivided area,  
|                               |   by lot, block and registered plan numbers, quarter section,  
|                               |   township, range, and meridian numbers, and  
|                               |   • the name of the municipality.  
<p>|                               | 3. Plan scale ratios of 1:1, 1:2, 1:5 should be used and scale ratios of less than 1:5000 should not be used without the permission of the Land Titles Office. A scale bar shall also be shown. |
|                               | 4. A legend of symbols and abbreviations used and the explanation of each. |
|                               | 5. Company logos shall not be shown. |
| Orientation                   | 1.5                                                                 |
|                               | The north direction of the reference meridian must be shown by an arrow drawn on the plan. Where practical, the orientation of the plan should position north towards the top of the plan. |
| Arrangement of Data           | 1.6 .1                                                               |
|                               | All data shall be clear and readable from left to right or from bottom to top of the plan, without requiring turning of the plan. |
| Space for Certificates        | 1.7                                                                 |
|                               | Sufficient blank space, preferably above or below the heading of the plan, should be left to accommodate any approval or registration certificates, etc., that may be required. The preferred space for land titles registration stamp is the top right hand corner of the plan. |
| Original Boundaries           | 1.8                                                                 |
|                               | The plan must show the original boundaries of quarter sections, settlement lots or other surveyed parcels to such an extent as is necessary to indicate clearly the location of the area surveyed. Original section, settlement lot or parcel boundaries should be shown in full black lines unless superseded by subdivision, in which case they shall be shown in dotted or broken lines, as well as interior quarter section boundaries which shall also be broken. Where not otherwise clear, the designation of original quarter section or parcel boundaries shall be shown by a notation made beside them on the plan, eg. “North Bdy. of N.E. 1/4 Sec. 9-28-7-5”. |
| Abbreviations                 | 1.9                                                                 |
|                               | Unless specifically required in any regulations or other instructions, the following abbreviations may be used on the plan with explanations in the legend: |</p>
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ac.</td>
<td>acres</td>
</tr>
<tr>
<td>ASCM</td>
<td>Alberta Survey Control Marker</td>
</tr>
<tr>
<td>Blk.</td>
<td>block</td>
</tr>
<tr>
<td>bdy.</td>
<td>boundary</td>
</tr>
<tr>
<td>B.C.</td>
<td>beginning of curve</td>
</tr>
<tr>
<td>B.M.</td>
<td>bench mark</td>
</tr>
<tr>
<td>B.T.</td>
<td>bearing tree</td>
</tr>
<tr>
<td>calc.</td>
<td>calculated</td>
</tr>
<tr>
<td>ck.m.</td>
<td>check measured</td>
</tr>
<tr>
<td>chd.</td>
<td>chord</td>
</tr>
<tr>
<td>cop.</td>
<td>copied</td>
</tr>
<tr>
<td>c.s.</td>
<td>countersunk</td>
</tr>
<tr>
<td>C. of T.</td>
<td>Certificate of Title</td>
</tr>
<tr>
<td>conc.</td>
<td>concrete</td>
</tr>
<tr>
<td>cor.</td>
<td>corner</td>
</tr>
<tr>
<td>E.C.</td>
<td>end of curve</td>
</tr>
<tr>
<td>Fd.</td>
<td>found</td>
</tr>
<tr>
<td>ha.</td>
<td>hectare</td>
</tr>
<tr>
<td>I.</td>
<td>statutory iron post</td>
</tr>
<tr>
<td>I.Bar</td>
<td>iron bar</td>
</tr>
<tr>
<td>I.R.</td>
<td>Indian Reserve</td>
</tr>
<tr>
<td>L.S.</td>
<td>legal subdivision</td>
</tr>
<tr>
<td>M.</td>
<td>mound or meridian</td>
</tr>
<tr>
<td>Mer.</td>
<td>meridian</td>
</tr>
<tr>
<td>Mp.</td>
<td>marker post</td>
</tr>
<tr>
<td>Mk.</td>
<td>mark</td>
</tr>
<tr>
<td>Mkd.</td>
<td>marked</td>
</tr>
<tr>
<td>Mon.</td>
<td>monument</td>
</tr>
<tr>
<td>P.</td>
<td>standard brass cap</td>
</tr>
<tr>
<td>P.C.C.</td>
<td>point of change of curvature</td>
</tr>
<tr>
<td>P.I.</td>
<td>point of intersection</td>
</tr>
<tr>
<td>Pl.</td>
<td>placed</td>
</tr>
<tr>
<td>P.C.</td>
<td>point of curvature (tangency)</td>
</tr>
<tr>
<td>Pit</td>
<td>4 pits</td>
</tr>
<tr>
<td>R.</td>
<td>radius</td>
</tr>
<tr>
<td>Rd.</td>
<td>road</td>
</tr>
<tr>
<td>Ref.</td>
<td>reference</td>
</tr>
<tr>
<td>Rge.</td>
<td>range</td>
</tr>
<tr>
<td>Re-est</td>
<td>re-established</td>
</tr>
<tr>
<td>Res.</td>
<td>restored</td>
</tr>
<tr>
<td>R/W</td>
<td>right-of-way</td>
</tr>
<tr>
<td>Rly.</td>
<td>railway</td>
</tr>
<tr>
<td>Sec.</td>
<td>section</td>
</tr>
<tr>
<td>S.M.</td>
<td>stone mound</td>
</tr>
<tr>
<td>S.T.</td>
<td>sub-tangent</td>
</tr>
<tr>
<td>T.</td>
<td>trench</td>
</tr>
<tr>
<td>Twp.</td>
<td>township</td>
</tr>
<tr>
<td>Wo.</td>
<td>wooden post</td>
</tr>
<tr>
<td>Wit.</td>
<td>witness</td>
</tr>
</tbody>
</table>
Symbols

1.10

Unless specifically required in any regulations or other instructions, the following symbols shall be used on the plan with an explanation.

- ★ statutory iron post found
- ★★ statutory iron post placed
- □ wooden post found
- ■ wooden post placed
- ▲ I. bar found
- ▼ I. bar placed
- ○ witness monument found
- ● witness monument placed
- △ survey control marker found
- ▲ traverse station found
- □ traverse station placed/central angle of curve
- ○ well head
- ● lead plug found
- ○ lead plug placed

The following symbols are specific to plans and surveys pursuant to Sec. 43 (Surveys Act).

Statutory iron posts found are shown thus ★ 150
Statutory iron posts placed are shown thus ★★ 151
Curve centre coordinates are shown thus cc 152
The position where iron posts are to be placed are shown thus 153
Reference monuments (state size and material) shown thus △ 54
The position where posts are to be placed in accordance with Plan ___ are shown thus 155
<table>
<thead>
<tr>
<th>Monuments/Markers</th>
<th>1.11</th>
<th>Monuments found or placed shall be indicated on the plan by the use of the symbols (see section 1.10). The descriptive notes listed in the previous section should also be used to clearly show what was found and left at every corner used or established by the survey.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2</td>
<td>The plan must include the unique identifier number and tablet markings for the ASCMs.</td>
</tr>
<tr>
<td>Clarifying Notes</td>
<td>1.12</td>
<td>When a monument cannot be placed at a required position, the reason for the omission shall be clearly stated on the plan.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Plans of survey shall indicate the condition of monuments found or placed. In the absence of a note to the contrary it is assumed that the monument is undamaged.</td>
</tr>
<tr>
<td>Re-established Original Monuments</td>
<td>1.13</td>
<td>Whenever it is necessary to retrace original boundaries, all original monuments or other evidence by which such original boundaries are retraced must be shown on the plan.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>If any original monument is restored by the surveyor, the extent of such restoration must be noted on the plan.</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>A notation shall be placed on the plan of survey describing the method used in re-establishing lost corners if this is not clear.</td>
</tr>
<tr>
<td>Datum/Origin for Bearings and Coordinates</td>
<td>1.14</td>
<td>As of June 1, 1994, 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 Land Titles Office, if plan information relates to grid bearings or coordinates. The choice of map projections must be consistent with the requirements of the provincial mapping system.</td>
</tr>
<tr>
<td>Revised 99.04.23</td>
<td></td>
<td>The recognized vertical datum for spatially referenced data in Alberta is CVD28.</td>
</tr>
<tr>
<td>Revised 99.09.03</td>
<td></td>
<td>The plan of survey shall clearly show the datum or origin used for bearings and coordinates on the plan of survey as outlined below:</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>The reference or “assumed” bearing for the survey shall be clearly indicated on the plan of survey. Assumed bearings shall be directly or indirectly referenced to the astronomic bearing shown on the township plan, unless the survey has been integrated into the provincial survey control network. Bearings on all surveyed lines shall be shown as “full circle bearings”. Unless circumstances require greater accuracy, bearings should be shown to the nearest 5 seconds of arc. Ties to Survey Control Markers shall reflect the actual angle determined.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Distances shown are measured horizontal distances at ground elevation.</td>
</tr>
<tr>
<td>Section</td>
<td>Text</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>------</td>
<td></td>
</tr>
</tbody>
</table>
| 3 | All plans of survey pursuant to Sec. 43, the Surveys Act; and Part C Section 5 of the Manual of Standard Practice, using grid bearings or coordinates, shall base grid bearings or 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 for coordinate listings indicating:  
    • the datum used,  
    • the projection used,  
    • the reference meridian,  
    • the combined factor (scale/elevation). |
| 4 | A surveyor who prepares a plan of survey in unsurveyed territory shall ensure that it meets the following requirements:  
  1. Bearings are referred to either the astronomical meridian passing through the centre of the range in which the survey lies or the reference meridian appropriate to survey control, and an explanatory note stating the origin of the bearings is placed in the legend.  
  2. Connections to survey control or existing surveys are verified and positions for all monuments can be determined relative to the position in the Alberta Township System of the north-east corner of section 33 on the base line in which the survey lies.  
  3. The bearing of lines derived from astronomical observations are shown as such on the plan.  
  4. 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. |
| Significant Figures (Formerly Levels of Precision) | 1.15  
  .1 Linear measurements should be shown to the nearest 0.01 metre. However, distances to the nearest 0.001 metre may be shown to eliminate ambiguity in certain cases; for example, where converting from Imperial Measure, or specifying a third item of curve data.  
  2. When required, areas (except for condominium unit areas) shall be shown as follows:  
    . Area of lot or right-of-way  
    0.1 ha to 1.0 ha...quote to 0.001 ha  
    Over 1.0 ha...quote to 0.01 ha  
  1.16  
  .1 The total area of the subdivision shall be shown on the plan by means of a notation as follows, printed beneath the heading, “The area affected by the registration of this plan is denoted thus...and contains...ha.” If the area subdivided is under more than one registered ownership or if it affects more than one quarter section or other former parcel, the area subdivided in each portion, shall be stated. Where several titles or former parcels are affected, the area and title or parcel numbers should be shown in tabular form.  
  2. Each lot or parcel which is 0.5 hectare or more in area shall have its area shown. The areas of all Public Reserve Parcels shall be shown regardless of size. |
<table>
<thead>
<tr>
<th>Calculated Data</th>
<th>Ties Revised 01.04.21</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.17</td>
<td>All calculated data on plans shall be shown followed by the abbreviation “calc”.</td>
</tr>
<tr>
<td>1.18 .1</td>
<td>Linear and angular tie measurements must be shown in all directions from intersections with previously surveyed boundaries.</td>
</tr>
<tr>
<td>2</td>
<td>Unless otherwise indicated by arrows, tie distances and other linear measurements are assumed to refer to the distance between the two nearest monuments on the line on which the distance is shown. Where confusion may occur, the extremities of the tie should be indicated by small arrows.</td>
</tr>
<tr>
<td>3</td>
<td>When it is necessary to show linear ties to original monuments located at considerable distances from the boundaries of the area being surveyed, the lines on which such ties are made may be shown foreshortened on the plan. However, all boundaries within the area to be registered shall be shown to scale.</td>
</tr>
<tr>
<td>Check Measurements</td>
<td>Measurements that have been check measured shall be shown on the plan with a notation.</td>
</tr>
<tr>
<td>Border of Lands Affected</td>
<td>The extent of the area affected by the plan of survey shall be delineated by a heavy black line.</td>
</tr>
<tr>
<td>Natural Boundaries</td>
<td>When the area or areas shown on the plan comprise lands which are bounded by a natural boundary, the natural boundary must be shown on the plan.</td>
</tr>
<tr>
<td>2</td>
<td>When it has been confirmed that an adjoining owner has riparian rights, the bank of the body of water should be shown as it exists at the time of survey.</td>
</tr>
<tr>
<td>3</td>
<td>If it is found that an owner does not have riparian rights, the bank should be shown according to the traverse of the river or lake upon which the title is based. Field notes of these traverses are available from the office of the Director of Surveys.</td>
</tr>
<tr>
<td>4</td>
<td>If a bank is traversed at the time of survey, the lengths and bearings of the traverse courses should be shown on the plan together with offsets from them at intervals not exceeding 30 metres and more frequent where required to show the present position of the bank in relation to the remainder of the survey.</td>
</tr>
<tr>
<td>5</td>
<td>The boundary represented should be shown as a solid black line with a statement printed along it giving the date of survey and the name of the surveyor. For example, “Bank shown according to traverse by..., A.L.S. (...Date....), 19...”</td>
</tr>
<tr>
<td>6</td>
<td>If it is necessary to show the present bank and its position at the time of patent, both traverses should be shown. One should be shown in a solid black line, the other in a broken black line, in order of importance. A notation of the date of traverse and the name of the surveyor shall be shown on each.</td>
</tr>
<tr>
<td>Section</td>
<td>Detail</td>
</tr>
<tr>
<td>---------</td>
<td>--------</td>
</tr>
<tr>
<td>Curve Data</td>
<td>1.22</td>
</tr>
<tr>
<td>Topography</td>
<td>1.23</td>
</tr>
<tr>
<td>Tabular Data</td>
<td>1.24</td>
</tr>
<tr>
<td>Designation of Lots and Blocks</td>
<td>1.25 .1</td>
</tr>
<tr>
<td>Street Names</td>
<td>1.26</td>
</tr>
<tr>
<td>Widths of Streets and Lanes</td>
<td>1.27</td>
</tr>
<tr>
<td>Widths of Right-of-Ways</td>
<td>1.28</td>
</tr>
<tr>
<td>Lot Measurements</td>
<td>1.29</td>
</tr>
<tr>
<td><strong>Plan to Show</strong></td>
<td>1.30</td>
</tr>
<tr>
<td>------------------</td>
<td>------</td>
</tr>
<tr>
<td><strong>Only Areas to be Registered</strong></td>
<td>1.31</td>
</tr>
<tr>
<td><strong>Previously Registered Plan Numbers</strong></td>
<td>1.32</td>
</tr>
<tr>
<td><strong>Resubdivisions and Rights-of-Way</strong></td>
<td>1.33</td>
</tr>
<tr>
<td><strong>Closures</strong></td>
<td>1.34</td>
</tr>
<tr>
<td><strong>Processing</strong></td>
<td></td>
</tr>
</tbody>
</table>
This section provides standards to be followed in the survey and preparation of plans of subdivision. These standards are in addition to the statutory requirements of the Municipal Government Act, the Land Titles Act, the Surveys Act, and any regulations thereunder.

The use of delayed posting provisions under the Surveys Act is optional. This option is recommended where the subdivision plan must be registered prior to completion of construction operations.

The following standards apply to "delayed posting" subdivisions in addition to other applicable standards:

1. The survey and reference control network shall be integrated with the surrounding and adjacent ASC markers. Stable reference monuments shall be strategically placed to ensure their maintenance until completion of posting. The reference network shall be designed to provide for redundancy in observations and to avoid hanging lines or hanging networks.

2. All perimeter monumentation should be placed prior to registration of the plan of subdivision. At the surveyor's discretion, perimeter monuments may be delayed when there is a possibility they will be destroyed during construction. When a perimeter boundary is common to a previously registered but unposted boundary, the coordinate positions of the previous plan govern until the Form 2 affidavit is registered at the Land Titles Office. The respective land surveyors should coordinate their plans and surveys to ensure no conflicts arise along the common boundary.

3. Every effort shall be made to prepare Section 43 plans on one sheet. However, where two sheets are necessary:
   - the second sheet shall contain only that information relevant for the period that the statutory monuments are not in place. This information includes the reference control network and a key plan of point numbers. It also may include the table of coordinates.
   - the second sheet shall be numbered "SHEET 2 of 2". Sheet one must contain a statement indicating what information is contained on sheet 2.
| Strata Surveys | 3.1 | Strata subdivision surveys are three-dimensional subdivision surveys, completed according to Section 41 of the Surveys Act. The associated strata subdivision survey plans are prepared and registered under Section 87 of the Land Titles Act.

The geometric shapes forming the boundaries of strata spaces shall be limited to:
- horizontal, vertical, inclined planes or curved surfaces that are satisfactory to the Registrar.
- cylindrical, or portions of cylindrical surfaces with vertical or horizontal axes.

2. The Surveys Act requires that strata surveys be related to a minimum of two bench marks: either adjacent survey control markers or newly-established bench marks within the site related to geodetic datum. The latter is preferable, whenever practical.

3. The strata space plan shall have noted the elevation of each corner or vertex of the strata spaces.

4. A suitable letter or number shall be assigned to each strata space and designated as a strata space; for example, Strata Lot 1.

5. A plan view with a minimum of two perpendicular cross-sections is used for strata spaces. For non-rectangular solids, a three-dimensional drawing, satisfactory to the Registrar is used with the elevation of each corner noted. Dashed lines are shown for hidden vertices.

| Condominium Surveys | 3.2 | Condominium plans, whether bare land or building type, are prepared pursuant to the Surveys Act, the Condominium Property Act and the Land Titles Act.

2. A building shall be defined for the purposes of condominium surveys as being a fully-enclosed space. That is to say, partially enclosed balconies and other such building appurtenances shall not be included in a building condominium unit.

3. The parcel shall be fully surveyed, monumented and tied to Alberta Survey Control in accordance with the Surveys Act.

4. When conducting a survey of a building condominium, each unit shall be measured. Every unit shall be shown on the plan with its distinct dimensions. A typical unit drawing shall not be used to delineate more than one unit.

5. Generally, condominium unit boundaries are defined by existing walls. However, for creating units or parts of units where there is no interior partitioning (e.g. parking, storage areas), boundaries may be defined by measurements from adjacent existing walls.
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>.6</td>
<td>One or more cross-sections shall be drawn to show unit heights and their relationship to common property.</td>
</tr>
</tbody>
</table>
| .7 | In addition to legislated requirements, the site plan of a building condominium shall show:  
  1. monuments thereon, and ties to Alberta Survey Control,  
  2. the location and dimensions of the building(s), including  
     1. the perpendicular distances to property lines,  
     2. the dimensions of the main walls,  
     3. any protrusions beyond main walls, and  
     4. a notation identifying the nature of the illustrated wall. |
| .8 | Bare land condominium units shall be monumented in accordance with the Surveys Act. |
| 3.3 | Refer to Part E, Section 5, Schedule “B” for the required surveyor’s affidavit for building condominium plans. |
**PART D, STANDARD PRACTICE FOR SURVEYS AND PLANS**

Section 4:

**RIGHT-OF-WAY SURVEYS**

<table>
<thead>
<tr>
<th>Posting Requirements</th>
<th>4.1</th>
<th>This section provides standards supplementary to the Surveys Act for surveys of new roads, utility or pipeline rights-of-way and railways.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>When only one limit of a right-of-way is monumented, the south and/or west limits are preferred for posting.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>When surveying a new right-of-way which is adjacent and parallel to an existing right-of-way, monuments shall be placed on a limit other than an existing one.</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>Subject to the above, monuments shall be placed at:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>.1 each deflection, or terminal point of the limit(s) except as noted below,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>.2 each beginning and end of curve,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>.3 intervals not exceeding 1000 metres, except for roads which should not exceed 600 metres, or in either case, intervals to yield intervisibility, whichever is the lesser.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>.4 the intersection of the posted limit(s) with each surveyed boundary, including blind lines.</td>
</tr>
<tr>
<td>Revised 96.10.18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revised 99.09.03</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Termination on Quarter Line Revised 99.04.23</td>
<td>4.2</td>
<td>When a boundary of a right-of-way or road is coincident with, terminates on or purports to define an unsurveyed 1/4 line, the unsurveyed 1/4 line shall be surveyed according to the Surveys Act, except where the posted limit is within 30 metres of the posted quarter section corner. In the latter case, the intersection may be made by adopting the bearing determined from the township plan or other registered plan. Bearing and distance from the existing monument to the new monument shall be shown on the plan. The method for performing the intersection should take into consideration the preservation of the survey fabric, and land owner concerns.</td>
</tr>
<tr>
<td>Intersections Revised 01.04.21</td>
<td>4.3</td>
<td>Moved to Part C, Section 3.4.1.</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>Moved to Part C, Section 3.4.1.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Cancelled, Abandoned Plans</td>
<td>4.4</td>
<td>1 Boundaries shown on cancelled subdivision plans for which no titles exist or on abandoned right-of-way plans need not be intersected. Rights-of-way may be considered abandoned when no interest in the right-of-way exists.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>The Land Titles Office, Alberta Energy and Utilities Board, or any other records should be reviewed to determine the status of current recorded interests.</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>Consideration should be given to any potential interest in the right-of-way, bearing in mind the age and location of the plan in question.</td>
</tr>
<tr>
<td>Partial Abandonment of Road</td>
<td>4.5</td>
<td>Where a portion of a previously-registered road is abandoned in favour of a new survey, any remaining portion of the previously-surveyed road in the same quarter section or parcel should be retraced in the new plan of survey. A calculated distance shall be shown to delineate the unsurveyed quarter line or parcel boundary.</td>
</tr>
<tr>
<td>Tie-backs</td>
<td>4.6</td>
<td>On surveys of rights-of-way which may terminate within the interior of a section, the terminal monument shall be tied to some other known point so that a closure may be obtained from information shown on the plan.</td>
</tr>
<tr>
<td>Markings on Monuments</td>
<td>4.7</td>
<td>If an iron post is placed to re-establish a lost monument originally placed on a road survey, the re-established monument shall be marked with the same designation as the original monument. Although a marker post shall be placed according to accepted practice, pits shall not be dug or restored.</td>
</tr>
<tr>
<td>New Railway Surveys</td>
<td>4.8</td>
<td>When a new railway right-of-way is surveyed, and the track has been constructed prior to the survey, the centre line of actual track shall be related to the right-of-way survey, and such relationship shown on the plans of survey. Any spiral curves existing on the centre line of track of a new railway shall be replaced with a circular curve in accordance with Part E, Section 3 for the purpose of posting the railway limits.</td>
</tr>
<tr>
<td>Spiral Curve Replacement</td>
<td>3</td>
<td>When establishing the boundary of a previously-surveyed but unposted railway right-of-way, with the centre line shown as a spiral curve on the registered plan, the spiral shall be replaced with a circular curve in accordance with Part E, Section 3.</td>
</tr>
<tr>
<td>Railway Tangent Defined</td>
<td>4</td>
<td>When establishing the location of a railway right-of-way based on an existing centre line of track, an iron post shall be placed to define the tangent for subsequent use. The iron post shall be located at least 500 metres distant from the survey being conducted, or near the next point of curvature, whichever is nearer. The post shall be tied to the survey being conducted.</td>
</tr>
</tbody>
</table>
### PART D, STANDARD PRACTICE FOR SURVEYS AND PLANS

**Section 5:**
**WELLSITE SURVEYS AND PUBLIC LAND DISPOSITIONS**

<table>
<thead>
<tr>
<th>Wellsite Surveys</th>
<th>This section deals with the survey of petroleum related facilities including the licensing of wells under the &quot;Oil and Gas Conservation Regulations&quot;. Surface tenure on patented lands is normally protected by caveats registered by the applicant whereas interests in Crown Lands are dealt with by the Land Administration Division of Alberta Sustainable Resource Development (SRD). A description of the common SRD dispositions is included in Part E, Section 10.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revised 00.04.26</td>
<td>Guidelines outlined by SRD identifying environmentally sensitive wells site locations are listed in Part E, Section 9. A surveyor is expected to be familiar with these guidelines. When performing wells site surveys the following shall apply:</td>
</tr>
<tr>
<td>Revised 99.04.23</td>
<td>5.1.1 An Alberta Land Surveyor performing a survey for the location of wells sites and related facilities in surveyed territory shall locate and confirm sufficient monuments within, on or defining the section in which the wells site is located to allow the determination of the wells site in relation to the section boundaries. Monuments in this section refer to those placed in accordance with Part 2 or Part 3 of the Surveys Act.</td>
</tr>
<tr>
<td>Revised 01.04.21</td>
<td>5.2.1 An Alberta Land Surveyor performing a survey for the location of wells sites and related facilities in unsurveyed territory shall locate and confirm sufficient monuments to define the theoretic section in which the wells site is located to allow the determination of the wells site 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 wells site control traverse plan on file with the Director of Surveys office or Alberta Survey Control Markers integrated with the Alberta Survey Control System. Where the boundaries of a wells site or related facility purport to define a property boundary, the said boundary shall be defined in accordance with the Surveys Act excepting thereout the provisions of Sections 40(3) and 42(3) to define the boundaries of the parcel.</td>
</tr>
<tr>
<td>Surveys Act Revised 00.04.15</td>
<td>5.2.2 Notwithstanding Section 5.2.1, when a related linear facility (access road), crosses or terminates on a property boundary, the intersection may be calculated. The plan shall clearly indicate that the intersection is calculated.</td>
</tr>
<tr>
<td>Traverse Plans</td>
<td>5.3 When performing a survey for a well location in unsurveyed territory, a surveyor is required to prepare a plan of survey if the well location is more than 2 kilometres from an existing survey performed in accordance with the Surveys Act. When performing this survey, a surveyor shall:</td>
</tr>
</tbody>
</table>
| Revised 01.04.21 | 1. Make any ties to existing surveys that may be required to determine the relationship between the survey being performed and the theoretical section boundaries to the accuracies specified in Part C, Section 1.5.  
   2. Place monuments not further than 1000 metres from the well location.  
   3. Place a monument at each survey point established.  
   4. 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.  

| Monumentation | 5.4 | Refer to Part C, Section 3.9  
| Accuracies | 5.5 | Refer to Part C, Section 1.5  

| Plan Requirements Revised 99.04.23 | 5.6.1 | A wellsite survey plan shall include the following minimum administrative information:  
   1. Licensee (applicant)  
   2. Survey corporation and/or surveyor  
   3. Dates of survey and any revisions  
   4. Certification according to Part E, Section 5, Schedule “D”.  
   2. A wellsite survey plan shall include the following minimum well information:  
   1. Well name.  
   2. Surface location of well from section boundaries (assume a 20.12 metre road allowance).  
   3. Proposed bottom hole (only if different from surface) identified by LS and section.  
   3. A wellsite survey plan shall include the following minimum topographical and licensing information:  
   1. Lease-site elevations (well centre, a minimum of four corners and any breaks over 5 metres)  
   2. All surface topography within 200 metres of well centre, including:  
      1. Elevations of any significant water bodies  
      2. Sufficient information to establish the general character of the topography, including land types, and any predominant drainage patterns.  
      3. Where the proposal is to drill the well in a water-covered area, the depth of the water.  
   3. All surface improvements within 100 metres of well centre.  
   4. All occupied dwellings, permanent buildings, and wells (petroleum or domestic water wells) within 200 metres of well centre.  
   5. An indication that well centre is within  
      1. 1.6 km of an unlighted aerodrome  
      2. 5 km of a lighted aerodrome  
      3. A potential coal development area  
      4. 1.5 km of the limits of a city, town or village  
      5. A potential historical resources area  
   4. The survey plan must be 8 1/2 x 14 inches. Multiple pages of this size may be used to include all the applicable information. |
For additional requirements pertaining specifically to sour gas wells, refer to Guide 56.

Notwithstanding the provisions of the Manual a surveyor may elect to register a plan of monuments under Part C, Section 3.8 of the Manual of Standard Practice. However, all other provisions of the Manual must be adhered to.

This section refers to the requirements for surveys of Public Land Dispositions, where the plans will not be registered at Land Titles. However, if the plans are to be registered, a surveyor should refer to the appropriate section of this Manual. A summary of various dispositions is given in Part E, Section 10. A surveyor should be familiar with these prior to carrying out surveys involving crown lands.

When conducting a survey and preparing a plan for a Public Land Disposition, an Alberta Land Surveyor shall:

1. determine the position of the disposition by an appropriate survey method, relative to the Alberta Township system.
2. determine the relationship to existing surface dispositions, crossed or contiguous with the survey.
3. certify the plan in accordance with Part E, Section 5, Schedule “D”.
4. monument beginning and end points of the survey and close the survey to a previous survey in accordance with the Surveys Act.
5. intersect and monument all surveyed township boundaries crossed.
6. prepare the plan to the standards established by the Surveys Act, and this Manual. Refer to Part E, Section 11 for additional requirements of the Technical Services Branch of Alberta Sustainable Resource Development.

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.
PART D, STANDARD PRACTICE FOR SURVEYS AND PLANS
Section 6:
DESCRIPTIVE PLANS

| Plan Preparation | 6.1 | Descriptive plans may be registered according to Sec. 89(1) of the Land Titles Act. Descriptive Plans are a means of registering a graphical description to accompany the transfer of an interest in land. To prevent creating boundary uncertainties, the practitioner shall exercise professional judgment when considering the use of a descriptive plan. Currently, the Land Titles Office accepts descriptive plans for the following:
|                |     | • Consolidation of parcels
|                |     | • Subdivision to create one new parcel.
| Revised        |     | When preparing a Descriptive Plan, an Alberta Land Surveyor shall:
| 97.04.19       | .1  | conduct a plan and title search,
| Subdivisions   |     | 2 search any relevant encumbrances registered against the title to the subject property.
|                | 6.2 | For creation of new boundaries by subdivision, the surveyor shall undertake sufficient research, including a field inspection if necessary, to ensure that the boundaries being created by the descriptive plan are consistent with the intent of the subdivision, to confirm that all improvements lie within the boundaries of the proposed parcel, and to confirm that no encroachments exist onto the subject property from adjacent lands.
| Field           | 6.3 | Place one of the following statements on the plan:
| Inspection     |     | • No field inspection was carried out, and boundaries have not been established or marked on the ground.
| Statement      |     | • A field inspection was carried out on the ___ day of _________, 19___, and boundaries have not been established on the ground.
| Natural        | 6.4 | Where a descriptive plan includes a natural boundary, the surveyor should conduct a field inspection to confirm the location of the natural boundary.
| Boundaries     |     | 6.5 Endorse the plan in the following form:
|                |     | Prepared in accordance with Sec. 89(1)(b) of the Land Titles Act.

Alberta Land Surveyor Date (print name)
## Definitions

<table>
<thead>
<tr>
<th>Revised</th>
<th>01.04.21</th>
</tr>
</thead>
</table>

### 7.1
In this standard “Improvement” is any visible structure of a permanent nature, constructed or placed on, in or over land.

### 7.2
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
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
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
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.
Improvements Revised 01.04.21

7.6 a note on the plan containing the copyright symbol, the name of the practitioner holding the copyright and the current year,

7.12 a certification as indicated in Part E, Section 5, Schedule “C”,

7.13 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.

Minimum improvements shall include:

7.1 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.

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

7.3 Driveways if they encroach into the adjacent parcel. Eavestroughs, steps and landings if they encroach into the adjacent parcel, street or lane.

7.4 All permanent sheds, including their dimensions.

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

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

7.7 Decks and their height above ground.

7.8 Inground swimming pools.

7.9 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.

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

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.

Rural Real Property Reports

| Revised 01.04.21 | 3 | Calculated distances may be derived from prior survey plans but must be explained within the report. |
| Updates/Re-issues | 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. |
| Authentication | 7.8 | 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 | 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. |
| Official Surveys/Plans | The survey of public lands  
• townships,  
• settlements,  
• métis settlements,  
• provincial parks, and  
• provincial boundaries,  
requires specific instructions of the Director of Surveys office under the Surveys Act or the Boundary Surveys Act. The survey of Indian reserves and national parks will require specific instructions from the Surveyor General of Canada.  
If engaged in any of these surveys, it is considered good practice to involve the above offices early in the process. |
When performing construction layout surveys the following applies:

9.1 Field and office copies of the complete set of construction drawings, "Approved for Construction" should be obtained before commencing any site layout.

9.2 The construction drawings shall be reviewed and any discrepancies or ambiguities clarified prior to the site layout. No assumptions should be made as to any position on the plans.

9.3 The layout should be pre-computed and sufficient checks performed to ensure it is consistent with the original construction drawings.

9.4 Sufficient research shall be carried out to ensure the project surveyor has all information available to define the site boundaries. A survey methodology which will produce the required accuracy should be used.

9.5 Horizontal and vertical control to be used for the project shall be verified prior to commencement of any site layout.

9.6 The project surveyor shall verify who is responsible for locating underground facilities within the construction area.

9.7 If any changes in the location or dimensions of the facilities are requested, the revisions should be in writing and signed by an authorized person. This would include any positioning determined by site conditions.

9.8 Independent check-ties shall be made on all facilities laid out to ensure any layout inconsistencies are rectified prior to construction.

9.9 In no instance should the surveyor allow construction to begin where the layout has not been verified. If there is not sufficient time allowed to verify field work, the field notes shall be inspected and signed by an authorized person.
When performing a survey in unsurveyed territory pursuant to Part 3 of the Surveys Act, in addition to the requirements of that Act, the surveyor shall:

| 10.1 | Make any ties to existing surveys that may be required to determine the relationship between the survey being performed and the theoretical section boundaries to the accuracies specified in Part C, Section 1.1. |
| 10.2 | Ensure that the bearings are derived and verified, for all surveyed lines, relative to either the astronomical meridian passing through the centre of the range in which the survey lies or the reference meridian appropriate to survey control. |
PART E, APPENDICES

Section 1:
DIRECTOR OF SURVEYS ROAD ALLOWANCE POLICY

The following policy has been adopted by the Director of Surveys Office regarding 66/99 foot road allowances:

1. For all surveyed lines, the width of the road allowances shall be maintained as that shown on the official township plan. In cases where there are two different widths shown on adjacent plans, the width shown on the most recent plan shall be used.

2. For all unsurveyed lines, the widths shall be established as 99 feet (one and one half chains).

3. For correction lines with only one limit surveyed and shown as 66 feet (one chain) on the official township plan, an 82.5 foot (one and one quarter chains) road allowance shall be established.

4. The transition from a 66 foot road allowance to a 99 foot road allowance shall follow the attached guidelines.

Partially Surveyed Townships
On all boundaries, except those along correction lines, the limit of the road allowance shall jog 33 feet, at approximately right angles (depending on the direction of the section or quarter section line), beginning at the position of the last corner defining a 66 foot road allowance. In diagram #1, the N 1/4 10 is the last corner defining a 66 foot allowance and the 33 foot jog begins there. The E1/4 16 and the NE 20 are similar examples.

Diagram #1

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Manual of Standard Practice
1996.04.27

- Director of Surveys Road Allowance Policy -

Part E
Page 1
Guideline for Correction Lines

1.3

Correction Lines
Along correction lines the limit of the road allowance shall taper, from the position of the last corner defining a 66 foot road allowance to the nearest section corner defining a 99 foot road allowance. In diagram #2, section 31, the NE 31 is the last corner defining a 66 foot road allowance and the NE 36 is the nearest section corner defining a 99 foot road allowance. In this example, the limit tapers one mile. In section 6, the S 1/4 6 is the last corner defining a 66 road allowance and the SE 1 is the nearest section corner defining a 99 foot road allowance (the limit tapers 2 mile).

Diagram #2

NOTE: The 33 feet (one half chain) that is required to create a 99 foot road allowance shall be taken from the quarter sections adjacent to the east and north limits of the road allowances. The exception being on correction lines, where 16.5 feet (one quarter chain) shall be taken from the quarter sections adjacent to both the north and south limits of the road allowances.
### PART E, APPENDICES

**Section 2:**

**NATURAL BOUNDARIES**

<table>
<thead>
<tr>
<th>Guidelines for the Representation of Natural Boundaries under the Surveys Act</th>
<th>2.1</th>
<th>In common law, a natural boundary at any instant is the designated natural feature as it exists at that instant, and the boundary position changes with the natural movements of the feature as long as these movements are gradual and imperceptible from moment to moment. It is essential to designate clearly and concisely both on the plan and in the field notes, the character of any natural feature adopted as a boundary. In the case of water boundaries, except where applicable legislation, judicial decision, or existing rights are to the contrary, the bank shall be used as the feature defining the boundary.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2.2</td>
<td>Natural boundaries may be located by:</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>a survey network utilizing offsets or radial measurements such that bank identification points do not exceed a 30 metre interval.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>by plotting the features directly from controlled aerial photographs, provided that:</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>the scale of the photographs is as large as or larger than the scale of the final plan of survey. Enlargements may be used to fulfil this requirement only if the resolution is such that the boundary feature is sharply defined on the enlargements.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>the boundary is inspected on the ground by the surveyor.</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>the position of the boundary is clearly marked on the photographs and, where it is inspected on the ground, is marked on the photograph in the course of the inspection.</td>
</tr>
<tr>
<td></td>
<td>4</td>
<td>photo identifiable points are positively identified and are pinpointed on the photographs and surveyed on the ground in relation to the monumentation of the survey and according to the following specifications:</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>one photo-identifiable point is to be established in the vicinity of each intersection of an artificial boundary with the natural boundary, and a tie is to be made to the natural boundary along each intersecting artificial boundary.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>at least three photo-identifiable points are to be established in the vicinity of the natural boundary on each photograph used, or if enlargements are used, on each 25 cm. square of the enlargement along the course of the natural boundary, and</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>the accuracy of survey of the photo-identifiable points shall be at least the equivalent to that prescribed for surveys under the Surveys Act.</td>
</tr>
</tbody>
</table>
3. Notwithstanding the above, natural boundaries may be plotted by stereoplotter provided that:
   1. the scale at which the model is viewed is as large as or larger than the final plan of survey,
   2. the boundary is inspected on the ground by the surveyor, and
   3. photo-identifiable points are pin-pricked on the photographs and surveyed on the ground according to the following specifications:
      • one photo-identifiable point is to be established in the vicinity of each intersection of an artificial boundary with the natural boundary,
      • at least two photo-identifiable points at each end of the series of overlaps and at least one control point at intervals not exceeding three overlaps are to be established, and
      • the accuracy of survey of the photo-identifiable points shall be at least the equivalent to that prescribed for surveys under the Surveys Act.

4. All detail transferred from a particular photograph to the plan in accordance with the above should be outlined in ink on the photograph, and the photograph should be retained by the surveyor as part of the field notes. The relevant photograph numbers must be shown on the plan. All photographs used must show date of photography and scale, and be signed and dated by the Alberta Land Surveyor responsible for the survey.

5. The plan may require the consent of the Land Administration Division, Alberta Sustainable Resource Development as to the location of the natural boundary.

6. If the plan is required for a transaction (i.e. separation of titles under Section 652 of the Municipal Government Act) which results in the exclusion of the beds and shores of water bodies from the existing Certificate of Title, the plan must have the approval of the Land Administration Division, Alberta Sustainable Resource Development as to ownership. This approval may be endorsed on the plan or be in a letter form. Planning approval is also required.
1. The Sullivan Spiral: Found on the C.P.R. is a transition curve with uniform increase in degree of curvature. The number of degrees in the central curve equals the number of chords in the spiral.

For example, \( D'_e = 4', L_s = 300', N = 4, \Delta_e = \frac{L_s}{200} = 6', D'_a \) of Replacement Curve = \( \frac{3}{4} D'_e \), \( D'_a = 3' \), \( R = 1910.1 \)

2. The Searles Spiral: Found on the G.T.P.R. now C.N.R. is a multi-compound curve of decreasing radii, simulating a cubic parabola.

For example, \( D'_e = 2' \), \( L_s = 168' \), \( N = 4 \), chord = 42, \( x = 1.832 \), \( R_e = \frac{x}{1 - \cos \Delta_e} \) of Spiral short tangent,

Total \( \Delta_e = 1'40' \), \( R_s = 4.331.2 \), \( D'_a = \frac{100}{C} \times 10' \) or \( \sin \frac{1}{2} D = \frac{100}{C} \sin \frac{1}{2} D \times 100 \)

3. The Holbrook Spiral: Found on the C.N.R. is a transition curve with a uniform increase in degree of curvature. The number of minutes in the \( D'_a \) is equal to the number of feet in the spiral length.

\( \Delta_e \) increases 1 minute per foot of \( L_s \).

For example, \( D'_e = 4' \), \( L_s = 240' \), \( \Delta_e = \frac{L_s}{200} = 4'48' \), \( D'_a \) of Replacement Curve = \( \frac{3}{4} D'_e \), \( D'_a = 3' \), \( R = 1910.1 \)

Note: All distances are in feet and decimals thereof.
# PART E, APPENDICES

## Section 3:

**RAILWAY SURVEYS**

<table>
<thead>
<tr>
<th>Rail Line As-located Surveys</th>
<th>3.1 Existing rights-of-way based on “location” plans may or may not correspond to actual rail location since “as located” surveys were conducted prior to rail construction. If it is found that the existing centre line of rail agrees reasonably with the centre line as shown on the plan, then it is likely that this is the best evidence of the original survey line. If not, an alternative procedure appropriate to the circumstances may be indicated.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3.2 Existing rights-of-way based on “as-constructed” or “as-built” surveys will generally refer to centre line of rail existing at the time of survey and ownership is based upon this centre line location. Therefore, the centre line of rail is usually the best evidence of the original survey line provided that no movement has occurred since the original survey.</td>
</tr>
<tr>
<td>Revised 97.04.19</td>
<td>3.3 Supplemental to Spiral Curve Replacement Tables, See “Types of Spiral Curves” (for information purposes only), the three spirals used in the tables are defined and examples with diagrams are given for ease of explanation.</td>
</tr>
<tr>
<td>D&lt;sup&gt;0&lt;/sup&gt;</td>
<td>L&lt;sub&gt;s&lt;/sub&gt;</td>
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<tr>
<td>---</td>
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<td>2&lt;sup&gt;0&lt;/sup&gt;</td>
<td>180</td>
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<tr>
<td>290&lt;sup&gt;0&lt;/sup&gt;</td>
<td>120</td>
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<tr>
<td>2292.0</td>
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<tr>
<td>200</td>
<td>2930&lt;sup&gt;0&lt;/sup&gt;</td>
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<td>150</td>
<td>1952.5&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>1910.1</td>
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</tr>
<tr>
<td>180</td>
<td>3942&lt;sup&gt;0&lt;/sup&gt;</td>
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<td>3930&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>1637.3</td>
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<tr>
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<td>3940.5&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>4&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>1432.7</td>
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<tr>
<td>240</td>
<td>4948&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>4930&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>1273.6</td>
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<td>270</td>
<td>6904.5&lt;sup&gt;0&lt;/sup&gt;</td>
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<td>5&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>1146.3</td>
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<td>300</td>
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<td>5930&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>1042.1</td>
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<td>330</td>
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<td>6&lt;sup&gt;0&lt;/sup&gt;</td>
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<tr>
<td>955.4</td>
<td>310</td>
</tr>
<tr>
<td>360</td>
<td>10'48'</td>
</tr>
</tbody>
</table>
PART E APPENDICES
Section 4:
GUIDELINES FOR RETRACMENTS AND RESTORATIONS

The following guidelines respecting the retraction of boundaries, and the restoration or re-establishment of monuments must be considered in the context of fundamental survey law. That is, monuments placed and intended to govern boundaries pursuant to Sections 29, 30 and 41 of the Surveys Act shall govern those boundaries if found to be in their original position. It follows that the principle of the "best evidence" of the original position of the monument shall guide the land surveyor in retracing boundaries and restoring or re-establishing obliterated or lost monuments. In other words the following guidelines must not be viewed as "prescriptive" in nature but rather supportive in arriving at a "best evidence" conclusion.

Prior to undertaking a retraction survey, a thorough review of all available information pertaining to the property boundary is mandatory. Sources of documents include, but are not limited to, the following:

1. Land Titles Office registered plans, certificates of title and other documents,
2. Director of Surveys Office original township plans and original field notes for the township surveys and cadastral tie reports,
3. Other surveyor's files and field notes, when known to exist and the survey has not been publicly recorded,
4. A.E.U.B. well site plans and licensed pipelines,
5. Bulletin 38 - describes original monuments circa 1871 to 1917
6. Land Administration Division for crown dispositions.

When an Alberta Land Surveyor is employed to retrace original or existing surveyed property boundaries, it is essential that a thorough field investigation is made to unearth evidence as to the position of the boundaries as originally surveyed. The hierarchy of evidence regarding boundaries is:

1. Natural boundaries, or evidence of same,
2. Original monuments or traces of same,
3. Fences or evidence of possession reasonably dating back to the original survey,
4. Measurements as shown on plans of previous surveys.

Section 13 of the Surveys Act empowers Alberta Land Surveyors to examine witnesses under oath in relation to determining the true and original position of survey monuments which have been destroyed. Appropriate testimony from a reliable witness having first hand knowledge may be the best evidence available in retraction surveys. The evidence should be transcribed in writing and signed under oath by the witness.

Coordinates on property corners and ties to Alberta Survey Control Markers may be useful evidence of original monument locations and are deemed to be measurements in the hierarchy of evidence.
| Conflicting Evidence | 4.5 | Positional conflicts arising from plan dimensions, monuments on the ground, or other sources are not uncommon in conducting retracement surveys. It is the responsibility of the Alberta Land Surveyor to discharge his duty in an unbiased manner in resolving such conflicts. The surveyor should consider the following in resolving such conflicts:

1. Property lines established on a registered subdivision or original township survey plan cannot be altered by subsequent plans, although resubdivision can be used to effect new boundaries between consenting owners.

2. Given ambiguity or conflict within a single plan, the “intent” of the original survey should be considered as a guide to the surveyor in effecting re-establishment.

3. The advice of the Director of Surveys, experienced surveyors, or the original surveyor should be sought in difficult cases.

4. If a boundary conflict cannot be resolved by the surveyor, it may be necessary to involve the Board of Investigation pursuant to Section 9 of the Surveys Act or the courts. In this event, the surveyor would assume the role of expert witness.

Witness Monuments | 4.6 | When establishing a section or quarter section corner from a witness monument placed subsequent to 1890, the said corner shall be defined by producing the line through the witness monument from the nearest section or quarter section corner on the same side of the witnessed corner. The corner in question shall be placed at the distance indicated for the witness monument. Prior to 1890, witness monuments were not required to be placed on a surveyed line and corner establishment should be based on the nature of the evidence.

Original Notes | 4.7 | When searching for original section or quarter section corner monuments, the original township survey notes may be indispensable. Such information as direction of survey and ties to topographic features may assist in a thorough search for evidence. Copies of these field notes are available from the Director of Surveys.

Lost Monuments in Subdivisions | 4.8 | Before February 16, 1912, all lot and block corners on subdivision surveys were required to be monumented. Therefore, when retracing lot boundaries originally created before that date, and after June 9, 1988, it is essential to search for original monuments at all corners.

Between February 16, 1912 and June 9, 1988, posting was required only for block outlines, deflections, and those lot corners falling on a curvilinear block boundary. Therefore, when a surveyor is to re-establish a lost monument at a lot corner within a plan originally surveyed between these dates, the positions of the property lines are governed by the plan dimensions in relation to the block corners, except for corners on curvilinear boundaries. Proportioning from the original block corner monuments or from the re-established positions of these monuments is generally required.
<table>
<thead>
<tr>
<th>Lost Monument Procedure on Townships</th>
<th>4.9</th>
</tr>
</thead>
<tbody>
<tr>
<td>When monuments on original township survey boundaries cannot be restored from traces remaining on the ground of the original monument, from other physical evidence, or testimony by witnesses, then as a last resort the surveyor may proceed to re-establish the monument by measurement from other monuments which are connected to it by survey.</td>
<td></td>
</tr>
</tbody>
</table>

If the re-establishment uses other monuments from the original township survey, the surveyor shall consider the intent and sequence of the original survey.

If the lost monument is in the interior of the township, generally other monuments north and south of the lost corner should be used. If the lost monument is on the exterior boundary of the township, other monuments on either side of the lost corner on the same township boundary should be used. Re-establishment of quarter corners on east-west section boundaries in the interior of the township should consider the relationship to section corners on either side.

It is the responsibility of the surveyor to assess all available evidence, including other monuments placed on subsequent plans, when re-establishing a lost monument. The re-establishment should be performed using the best evidence available, while additional ties should be made to other monuments to validate the re-establishment.

When re-establishing lost corners in original townships surveys, due weight shall be given to the bearings as shown on the official or registered plan.

All damaged or obliterated monuments used in a survey, whether urban or rural, should be restored. Pits, mounds and/or trenches on original township surveys, however, shall not be reconstructed or restored unless so instructed by the Director of Surveys.

Section 41(1)(a)(I) and Section 41(2) of the Surveys Act should be followed to define curvilinear property boundaries. The radius shown on the original plan of survey and the position of the original monuments shall be used. The chord or radial bearing should be shown on the plan.
PART E, APPENDICES
Section 5:
STANDARD AFFIDAVITS

<table>
<thead>
<tr>
<th>Affidavits</th>
<th>5.1</th>
</tr>
</thead>
</table>
| This section contains the standard affidavits and certifications required for registerable plans. Information is also provided pertaining to other endorsements required for plans.
| Plans submitted for registration must include all required approvals, signatures and affidavits. Generally, these include: |
| .1 A surveyors affidavit and signature, sworn before a Commissioner for Oaths, on form II, as required by the Land Titles Act. |
| .2 If the owner is an individual his signature must be witnessed and the witness must complete an affidavit on form 31, as required by the Land Titles Act. If the owner is a corporate body, the plan is signed by an executive officer(s) of the corporation under the corporation's official seal. |
| Planning Approval on a Plan of Subdivision |
| 3 Planning approval by the subdivision-approving authority in accordance with the Municipal Government Act. |
| Encumbrances on a Plan of Subdivision |
| 4 Encumbrances noted on a title that is the subject of a plan of subdivision in which land is dedicated for public purposes must consent by either directly endorsing the plan or endorsing a consent form (form 12A.L.T.A.). The consent of an encumbrancee is not required when no land is required for public purposes or for a financial encumbrance of a non-titled utility right-of-way. |
| Right of Way |
| 5 Owner of facility (i.e., utility, pipeline or structure) on a right-of-way plan. |
| Sec. 43 Plans |
| 6 The memorandum required under Section 43(5) of the Surveys Act. See Schedule “F”. |
| Condominiums |
| 7 The notation pertaining to extra sheets for condominium plans. |
PART E, APPENDICES
Section 5:
STANDARD AFFIDAVITS

FORMS REGULATION
AR 480/81

FORM 11

LAND TITLES ACT
(Sections 76, 79 and 83)

ALBERTA LANDSURVEYOR’S CERTIFICATE

I (name of surveyor), of the (place of residence), Alberta Land Surveyor, make oath and say:
1. that the survey represented by this plan was made under my personal supervision,

2. that the survey was made in accordance with good surveying practices and in accordance with the provisions of the Surveys Act, and

3. that the survey was performed between the dates of _______ and ______________, 19___. and that this plan is true and correct, and is prepared in accordance with the provisions of the Land Titles Act.

SWORN before me at the _______ of __________
in the _______ of __________
this _______ day of _______ 19___.

Alberta Land Surveyor

A Commissioner for oaths in and for the Province of Alberta
Commission Expires _______, 19__.
PART E, APPENDICES
Section 5:
STANDARD AFFIDAVITS

SCHEDULE "B"

STANDARD CONDOMINIUM AFFIDAVIT

I, ____________________________ of ____________________________
Alberta Land Surveyor, make oath and say:
That the survey represented by this plan was made under my personal supervision;
That the survey was made in accordance with good surveying practices and with the provisions of the Surveys Act;
That the survey was performed between the dates of ____________________________ and ____________________________ , 19__ and that this plan is true and correct and is prepared in accordance with the provisions of the Condominium Property Act and the Land Titles Act; and
That the building(s) situated on the parcel that is (are) the subject of this plan is (are) wholly within the external boundaries thereof; (in case of encroachment, this statement will be varied accordingly), and that the units shown on this plan are the same as those existing at the time of survey.

SWORN before me at the _______ of ________
in the _______ of ________
this _______ day of ________ 20__.

________________________________________
Alberta Land Surveyor

A Commissioner for oaths in and for the Province of Alberta
Commission Expires ________, 20__.
PART E, APPENDICES
Section 5:
STANDARD AFFIDAVITS

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, [except ______________________ (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 the purpose of (a land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for a compliance certificate, etc.). Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report.

The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user.

The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

Dated at ______________________, Alberta.
This _________ day of ______________________, 20__.

___________________________
John L. Surveyor, A.L.S.

(copyright reserved)

This document is not valid unless it bears an original signature (in blue ink) and a (survey company) permit stamp (in red ink)[If Applicable].

[On the plan insert the following:
This plan is page 2 of a Real Property Report and is ineffective if it is detached from page 1.]
CERTIFICATION

I, ____________________________, Alberta Land Surveyor, of ____________________________, Alberta, certify that the survey represented by this plan is true and correct to the best of my knowledge, has been carried out in accordance with the Alberta Land Surveyors’ Association Manual of Standard Practice, and was completed on _____ day of ________________, 20____.

______________________________
Alberta Land Surveyor

______________________________
Witness (name of witness)
PART E, APPENDICES
Section 5:
STANDARD AFFIDAVITS

SCHEDULE “E”

AR 480/81
FORM 12A

LAND TITLES ACT
(Section 83)

CONSENT TO PLAN OF SUBDIVISION

I, A.B., having a registered interest or claimed interest by virtue of an instrument of caveat registered in the Land Titles Office for the

Alberta Land Registration District on ___________, as instrument number ________________ in respect of the following land:

(here describe land) hereby consent to the registration of a plan of subdivision which was surveyed by ____________, A.L.S. between ________________ and ________________.

In witness whereof I have hereunto subscribed my name this ________________ day of ________________, 20__.

SIGNED by the above named A.B. ____________ in the presence of ________________

(Signature)
PART E, APPENDICES
Section 5:
STANDARD AFFIDAVITS

SURVEYS ACT
Section 43(3)
I, (name of surveyor), of (place of residence), Alberta land surveyor, make oath and say:

1. that the monuments required by section 43 of the Surveys Act have been placed under my personal supervision, between the dates of __________ and __________
20____, and

2. that the position of each monument on the ground is in accordance with the co-ordinates shown on the survey plan registered as number __________ and that the boundaries that have been established on the ground are in accordance with the said co-ordinates, except for the following:

(List and describe any boundaries on the ground which vary from the co-ordinates on the survey plan).

SWORN BEFORE ME at the _______ of __________, in the Province of Alberta, this _______ day of __________, A.D. _____.

Alberta Land Surveyor
AR 150/88 Sched.

(Permit Stamp)
PART E, APPENDICES

Section 6:
LAND TITLES OFFICE PLAN REQUIREMENTS

-See Land Titles Procedures Manual-
PART E, APPENDICES
Section 8:
CONTROL SURVEY, STANDARDS AND SPECIFICATIONS

Standards, Specifications and Guidelines for Alberta Survey Control 1993-06-01
Hardcopy manual available from Geodetic Control Section, Director of Surveys & Technical Services Branch, Alberta Sustainable Resources Development
Phone: (780) 427-3143

Standards, Specifications & Guidelines for Establishment and Maintenance of Alberta Survey Control using GPS - March 2000
<table>
<thead>
<tr>
<th>Revised</th>
<th>99.04.23</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Revised</th>
<th>00.04.26</th>
<th>The following is an excerpt from Guide 56, Appendices, Page 12 (Alberta Energy and Utilities Board, Energy Development Application Guide and Schedules)</th>
</tr>
</thead>
</table>

Alberta Sustainable Resource Development, Land Reclamation Division, has provided the following guidelines to enable the oil and gas industry to identify wellsites that are considered environmentally sensitive and, therefore, require the prior approval of a Land Reclamation Division officer:

- Elevation change across the well lease is > 5 metres.
- The wellsite is within a known flood plain.
- There is intermittent drainage across the site.
- Soil conditions, such as sandy erodible soils, alkaline flats, dry sloughs, native prairie, or flood-irrigated areas, exist on the site.
- There are known springs in the area of the wellsite.
- The access road is adjacent to a valley break.
- There are significant elevation differences along or across the access road.
**PART E, APPENDICES**

**Section 10:**

**LAND DISPOSITIONS ON PUBLIC LAND**

**(EXCLUDING AGRICULTURAL)**

<p>| | |</p>
<table>
<thead>
<tr>
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<th></th>
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</thead>
<tbody>
<tr>
<td>A number of disposition types are issued by the Land Administration Division to accommodate the many and varied uses and activities on public land. Each of these disposition types authorize a specific activity or use of the land in accordance with regulations under the Public Lands Act. As part of the Government of Alberta’s de-regulation incentive, the Division is proposing a consolidation of the regulations and dispositions types, however, until this is accomplished, the following are some of the disposition types currently in effect.</td>
<td></td>
</tr>
<tr>
<td><strong>MINERAL SURFACE LEASE (MSL)</strong></td>
<td></td>
</tr>
<tr>
<td>Mineral Surface Leases granting mineral producers exclusive surface rights are issued for oil and gas well sites, battery sites, surface mining areas or other purposes incidental to the recovery of minerals. Issuing MSLs for roadways, while more common in the past, is now rarely done.</td>
<td></td>
</tr>
<tr>
<td><strong>LICENCE OF OCCUPATION (LOC)</strong></td>
<td></td>
</tr>
<tr>
<td>Licences of Occupation are normally issued for access roads, but may also be used for other miscellaneous purposes such as pier sites, ski slopes, air strips or reservoirs. When a licence is issued for a roadway, non-commercial users must be permitted to use the roadway without charge, however, commercial users must obtain agreement for the use of the road from licensee.</td>
<td></td>
</tr>
<tr>
<td><strong>PIPELINE AGREEMENTS (PLA)</strong></td>
<td></td>
</tr>
<tr>
<td>Pipeline Agreements are right of way agreements authorizing the installation and maintenance of pipelines for the transportation of mineral products within the rights of way. These are issued to operators, authorizing pipeline construction and maintenance and incidental right of way installations. Other dispositions may be issued on the same land, provided the activity does not interfere with the operation or maintenance of the pipeline.</td>
<td></td>
</tr>
<tr>
<td><strong>PIPELINE INSTALLATION LEASE (PIL)</strong></td>
<td></td>
</tr>
<tr>
<td>These leases, granting exclusive rights, are used for surface installations incidental to the operation of a pipeline, generally located off the right of way, and may include compressor sites and meter sites.</td>
<td></td>
</tr>
<tr>
<td><strong>EASEMENTS (EZE)</strong></td>
<td></td>
</tr>
<tr>
<td>These right of way agreements are usually issued to utility companies for installing and maintaining power lines within the rights of way. As with PLAs, other dispositions may be issued on the same land.</td>
<td></td>
</tr>
</tbody>
</table>
SURFACE MATERIALS LEASE (SML)/ LICENCE (SMC)
A Surface Materials Lease granting exclusive rights to the land may be issued for the removal of sand, gravel, clay, marl, topsoil or peat moss.
A Surface Materials Licence authorizes the removal of a specified quantity of surface material from public land. It does not grant any interest in or right of possession to the land described in the licence.

MISCELLANEOUS LEASE (MLL)/ PERMIT (MLP)
A Miscellaneous Lease may be granted for a purpose not authorized by other regulations, e.g., residences, recreational cottages, commercial and industrial developments, mill and plant sites. Miscellaneous Permits are issued generally for temporary use and may include purposes such as temporary mill sites or industrial campsites.

OTHER
There are other disposition types. However, these are issued less often and are not included in this discussion.

For more information, contact: Technical Services Branch, Land Administration Division
2nd Floor, South Tower, Petroleum Plaza (9915-108 Street), Edmonton, AB T5K 2G8
Telephone: (780) 427-3509 Fax: (780) 422-4252
PART E, APPENDICES
Section 11:
PROPOSED PLAN REQUIREMENTS FOR
ACTIVITY ON PUBLIC LANDS

To ensure that the Division does not grant conflicting authorizations
on the same land, it is necessary that the location of activities and
dispositions on public land be accurately defined. This is accom-
plished by requiring applicants to provide a minimum of two prints of
a detailed plan with their applications showing the location of the
land applied for in relation to known survey evidence.

To assist applicants and make them aware of the requirements for
plans accompanying applications the following guidelines are
provided:

WELLSITES
An application for a wellsites under Mineral Surface Lease must be
accompanied by a survey plan as outlined in Part D, Section 5 of the
Manual of Standard Practice of the Alberta Land Surveyors’ Asso-
ciation.

FOR ALL OTHER ACTIVITIES
Recognizing that final boundaries cannot always be determined at
the time of application, a preliminary (sketch) plan at a scale appro-
priate for the area of the activity being applied for (not less than
1:10000 for linear activities; 1:5000 for other sites), clearly showing
the following information, is the minimum requirement to be sub-
mitted with an application:

- The location of all surveyed or theoretical quarter section lines,
  lot and parcel boundary lines and natural boundaries (banks) that
  are crossed or immediately adjacent to the proposed activity,
  clearly labelled.
- All existing dispositions or authorizations that may be directly
  affected because they are crossed or immediately adjacent to the
  lands being applied for, clearly identifying the Department’s
  activity (file) number.
- For roadways or other linear activities, the proposed width and
  length of the activity.
- For other activities, the proposed dimensions and area of the site.
- The limits of the activity or the perimeter of the area being applied
  for must be clearly delineated by a heavy line distinct from other
  line work.
- A title block or heading giving the applicant’s name, the name and
  signature of the person preparing the preliminary plan, land
  description, purpose, scale and any other information that may be
  pertinent for the activity.

NOTE: Notwithstanding that an application may be submitted with
only a preliminary (sketch) plan, the onus is on the applicant to
ensure that all information provided is reliable and that subsequent
activities occur within the area applied for and approved. The
Department reserves the right to reject any application that does not
meet these minimum requirements.
Except where the lands can be described by metes and bounds or by reference to quarter section lines, a plan
a.) prepared in accordance with the Surveys Act and the Alberta Land Surveyors' Association Manual of Standard Practice, or
b.) meeting the intent of a descriptive plan as referred to in Section 89 of the Land Titles Act is required for approved dispositions either, with the application (as for wellsites) or within no more than ninety days (three months) after approval is received.

ADDITIONAL INFORMATION

Any request for an exception to these guidelines must be discussed with and approved by Technical Services Branch before any application is submitted. The decision as to whether a plan is acceptable or whether an exception can be made will be made by Technical Services.

For more information or to discuss these requirements, contact the Technical Services Branch at 9915 - 108 Street (Petroleum Plaza - South Tower), Edmonton, Alberta, T5K 2G8 or by telephone: (780) 427-3509, fax: (780) 422-4252.
### PART E, APPENDICES

#### Section 12:
#### GEOMETRICAL DEFORMATION SURVEY GUIDELINES

Geometrical deformation surveys are performed to detect and measure movements and can be used to complement more traditional deformation measurements usually performed by structural and geotechnical engineers. Practitioners are advised to consider the following guidelines when undertaking a geometrical deformation survey.

| 1.   | Expectations/Requirements | • Relative or absolute deformation survey  
|      |                           | • Accuracy required to detect the geometrical displacement  
|      |                           | • Observation period and frequency  
|      |                           | • External effects/physical attributes of the deformable body  
| 2.   | Monitoring Network Design | • Instrumentation  
|      |                           | • Configuration (geometry, Datum defects)  
|      |                           | • Observations (Number, Type, Geotechnical)  
|      |                           | • Pre-analysis with appropriate observational weights  
|      |                           | • Environmental influences  
| 3.   | Monumentation             | • Appropriate reference and object monuments/targets  
|      |                           | • Stability of reference and object monuments/targets  
|      |                           | • Logistics and site conditions  
| 4.   | Equipment                | • Calibration - techniques, frequency, analysis and implementation  
|      |                           | • Adjustment  
| 5.   | Observation Procedures   | • Standardized between epochs  
|      |                           | • Environmental factors  
|      |                           | • Data monitoring and recording  
|      |                           | • QA/QC and confirmation of expected results  
| 6.   | Data Analysis            | • Preprocessing and reduction  
|      |                           | • Reduction network adjustment  
|      |                           | • Practical observation weighting scheme  
|      |                           | • "Best" definition of a common datum  
|      |                           | • Rigorous geometrical deformation analysis  
| 7.   | Reporting                | • History  
|      |                           | • Methodology  
|      |                           | • Results of individual epochs  
|      |                           | • Geometrical displacements  
|      |                           | • Quality of the geometrical displacements  
|      |                           | • Conclusions  

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1996.04.27
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<tr>
<th><strong>DEFINITIONS</strong></th>
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<tr>
<td><strong>A</strong></td>
</tr>
<tr>
<td><strong>Accuracy</strong></td>
</tr>
<tr>
<td>The degree of conformity of closeness of a measurement to the true value. (Mikhail &amp; Gracie, <em>Analysis and Adjustment of Survey Measurement</em>)</td>
</tr>
<tr>
<td><strong>Azimuth</strong></td>
</tr>
<tr>
<td>The azimuth of a point B from another point A is the angle formed by the vertical plane containing A and B with the plane of the astronomical meridian passing through A, such angle being reckoned from north, around through east, south and west, to 360 degrees, east being 90 degrees, south 180 degrees, west 270 degrees, and north 360 or 0 degrees. It follows that, except in the case of a meridian or the equator, the azimuth of a straight line changes as the initial point moves along the line and that direction is not defined by an azimuth unless the initial point is specified or implied.</td>
</tr>
<tr>
<td><strong>B</strong></td>
</tr>
<tr>
<td><strong>Bearing</strong></td>
</tr>
<tr>
<td>The bearing of a point B from another point A is the angle formed by the vertical plane containing A and B with the plane of a fixed astronomical meridian, which may or may not be the astronomical meridian passing through A, such angle being reckoned like the azimuth from north around through east, south and west to 360 degrees. It follows that a straight line has the same bearing at all its points, but except in the case of a meridian or the equator, a direction is not defined by a bearing unless the meridian to which the bearing is referred is specified or implied.</td>
</tr>
<tr>
<td><strong>Bearing Tree</strong></td>
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<tr>
<td>A tree with a blaze approximately 1 metre above ground facing a monument.</td>
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<tr>
<td>Boundary</td>
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</table>

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<thead>
<tr>
<th>O</th>
<th>Obliterated monument</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>An obliterated monument is one that can be restored with confidence from traces remaining on the ground of the original monument or from other physical evidence of the position of the original monument.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>P</th>
<th>Parcel</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Precision</th>
</tr>
</thead>
<tbody>
<tr>
<td>The degree of closeness or conformity of repeated measurements of the same quantity to each other (Mikhail &amp; Gracie, Analysis and Adjustment of Survey Measurement)</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Public Record</th>
</tr>
</thead>
<tbody>
<tr>
<td>A public record includes a plan on record with Land Titles, Alberta Sustainable Resource Development, Canada Lands Survey Records, or any other federal or provincial agency.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Q</th>
<th>Reference Monument</th>
</tr>
</thead>
<tbody>
<tr>
<td>R</td>
<td>Re-establish</td>
</tr>
<tr>
<td></td>
<td>To re-establish means to determine the position of a lost monument.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reference Monument</th>
</tr>
</thead>
<tbody>
<tr>
<td>A mark, other than a monument or survey control marker, set in the ground as a reference to the position of a boundary or other lines not marked by monuments under section 43 of the Surveys Act.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Restoration survey</th>
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</thead>
<tbody>
<tr>
<td>A restoration survey is a survey made to restore the obliterated monuments of a previous survey.</td>
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<tr>
<td>Term</td>
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<tr>
<td>------</td>
</tr>
<tr>
<td>Resurvey</td>
</tr>
<tr>
<td>Retracement survey</td>
</tr>
<tr>
<td>Surface Improvement (with respect to wellsite surveys)</td>
</tr>
<tr>
<td>Surveyed Boundary</td>
</tr>
</tbody>
</table>
| Surveyed Lines | Except as noted in Cancelled, Abandoned Plans in the Right-of-Way Surveys section, surveyed lines are defined as:  
  - any line shown to be surveyed on a plan registered in the Land Titles Office,  
  - blind lines whether actually surveyed on the original township survey or not. |
| Surveyor | For the purposes of this document, surveyor means an Alberta Land Surveyor as defined by the Land Surveyors Act. |
| Theoretical Section Boundary | A line that would define the boundary of a section if the section were surveyed in accordance with Part 2 of the Surveys Act. |
| Uncertainty | The range within which it is expected the error of measurement will fall. (Mikhail & Gracie, *Analysis and Adjustment of Survey Measurement*) |
| Unsurveyed Territory | Those lands in Alberta which have not been surveyed, and for which there is no official plan, within the meaning of Part 2 of the Surveys Act. |
| V, W | A well to be drilled for any purpose provided for in the *Oil and Gas Conservation Regulation* (Alta. Reg. 151/71). |
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