

ATTENDEES:

President:	Neil Parrott
Vice President:	Aubrey Burt
Past President:	Robert Goodland
Secretary-Treasurer:	Dominic Howard
Executive Director:	Paula Baggs (Scribe)
Councillors:	Helen Davis
	Ray Guy
	Cory Tucker
	Mitchel Burt
	Corey Collins
Public Member:	Wayne Follett (absent)

1. Meeting Opening

1.1 Neil Parrott, President welcomed all to the meeting.

1.2 Council had their annual photograph taken by Robert Young Photography

1.3 Regrets for Noting

Wayne Follett sent regrets.

1.4 Review & Accept AGENDA

Add: 2.1.4.4 COA Approval – Derrick Saunders

2.2.6.2 Regulations 7, 8 & 9 – follow-up

3.2.4 Ethics Exam Requirement

3.2.5 Copyright Infringement Update

3.2.6 Standards Manual – Section 14

MOTION: Be it moved that the amended AGENDA for June 22, 2018 be accepted.

Moved by: Dominic Howard, NLS

Seconded by: Ray Guy, NLS

Carried.

1.5 On **May 30, 2018**, council held a one-hour meeting to discuss IBL. Actions from this meeting are updated on the Action Item Registry (AIR) and will be discussed under the AIR.

Review Minutes – **April 12, 2018**

Standard round table discussion of April 12, 2018 Council Minutes.

1.5.1 Errors and Omissions for noting were done before the meetings. On a go forward basis

all errors and omissions will be completed prior to meetings. This review process will be followed for the AGM minutes to save time.

1.5.2 Matters Arising from Minutes will be discussed on the AIR on a go forward basis.

1.5.3 Matters Arising from the minutes:

There were no matters arising from minutes.

MOTION: Be it moved that the April 12, 2018 Minutes be accepted.

Moved by: Ray Guy, NLS

Seconded by: Dominic Howard, NLS

Carried.

1.6 Review Action Item Register (AIR) – June 22, 2018

The AIR was reviewed with following comments:

AIR item 1 –

Land Gazette (LG) / IBL Agreement / Non-Compliance Bylaw 17

Council held a meeting on May 30, 2018 to discuss concerns that came out of the Annual General business meeting regarding Land Gazette.

Council has been in contact with Ian Edwards and he is aware that council is working on this with respect to LG's future. Non-compliance was discussed, and members were telephoned by members of council. Through these conversations, council heard both the pros and cons our members are experiencing with respect to using LG.

Some negative findings:

- Access to data some members felt it was infringing on copyright issues and client confidentiality.
 - If our members are concerned with access to data, then we have failed as an association. Look at the rest of society – everything is open source – data is available and if our surveyors are saying that we are keeping our data private then we are not acting in the best interest of the public. We are not presenting anything on LG that anyone can't get access too.
- Funding IBL's stakeholder's retirement.
 - That's not the case – this is not a profitable venture.
- Felt council was forcing us to be members of a private entity. Some had issues with the structure of IBL
 - Council should look at changing this or help with this.
- Some members feel intimidated by council to speak up.
 - This is a non-issue as no member on council would turn away any member on any issue.
- Some members required further training.

- Members felt that they had to spend time and money to put this into LG and don't see any benefit to them especially since retirement is in the very near future for many members. Is the negativity coming from members close to retirement or younger members?
- Some members are starting to second guess themselves because of the negativity going around. The numbers using LG are low.
- No where does it state that the Association's mandate is to be a registry for the province. While LG is not intended to be a registry for the province, it may help benefit the registry in the future.

The Association is here to protect the public, Land Surveyors Act, 1991 Section 6(a) and this must be looked at for the benefit of the Association and the public. At the end of the day regardless of what our older members are indicating – do council feel that this will benefit our province and members. Whether we agree or disagree, we will be forced to do something within the next 5 to 10 years. We should be the leader and proactive in this instead of being told what to do.

If it's not mandatory – it's will not be effective. We have a bylaw with many non-compliance members where to go from here. If LG becomes non-mandatory, then the only option would be for the Association to take it over. The cost of maintaining the system would be expensive on a go forward basis. It's not a money maker but it is a great information tool.

Council may have to look at presenting the use of LG in a different way. It would still have to be mandatory to work.

What we are faced with, is that we that we have major non-compliance. Can we still enforce Bylaw 17 with such major non-compliance? The association is not able to purchase IBL currently. What would it cost to take the data to drop into another GIS for housing?

If IBL did not exist tomorrow, the data becomes the property of ANLS, but some other entity would have to house the data at a cost.

Would members buy in more if they didn't have to put in the attachment **pdf**? The misunderstanding is out there – you don't have to put the attachment. The business model of IBL is not working for membership. At the end of the day if you are going to put all your polygons up on LG it would be worth your while to include the surveys with a fee attached to get a copy. As surveyors we should want to make sure that surveyors doing work next to their survey work is done correctly. The system has tremendous ability, but it's the business model attached to the system that seems to be causing the problem

At this meeting council will draft a memo to Membership to include the following points.

- Council will not retract the 38 letters to non-compliant members.

- Council should not and will not discourage members to use LG
- Inform members that council is looking at alternatives to discipline by supporting them to help compliance to benefit to all the membership and, as a result, the public.

Sub-Committee struck to review the following:

- IBL Agreement
- By-law 17 and how to make it work.
- Should the Association take over and run Land Gazette?
- How would the Funding work and where would it come from?
- Other ongoing concerns.

ACTION: Council asked to send their concerns to Neil in bullet form for Neil to review and draft the *Memo to Members*.

ACTION: The following council members will sit on a sub-committee to review Land Gazette concerns and make recommendations to council and members before AGM 2019 -Neil Parrott, Aubrey Burt, Cory T, Robert Goodland.

AIR item 2 –

Practice Review – Audit Review –

Council Meeting took place December 1, 2017 to review document.

ACTION: Further talks on funding to be discussed. How and when to move forward with implementation.

ACTION: Review funding ideas from other associations.

ACTION: Locate Wilf Thorne's work and send along to committee

AIR item 3 –

ANLS Strategic Plan

Start a review on moving forward with a Strategic Plan for the Association with Wayne Follett.

ACTION: Start discussions with membership at AGM and Regional Meetings.

AIR item 4 –

Bylaw committee to continue review of ANLS Regulations 7, 8 & 9 and Bylaws.

Review Bylaw rationale document.

A formal request for any information on legal opinions must be made to council in writing.

ACTION: Continue by-law review. Council would like members to have enough time to complete their own by-law review before AGM.

AIR item 5 –

Relationship with Government & Law Society

Helen Davis has been hired as Senior Engineer, GIS and Mapping Division Department of Fisheries and Land Resources.

ACTION: Neil to draft a letter to Minister congratulating them on hiring an NLS to their Corner Brook office.

ACTION: Send reminder to membership to send in any issues they want addressed with respect to doctored plans. Develop process for members to follow should they discover doctored plans, and / or any other issues. Should they send to association, to surveyor or directly to the law society.

ACTION: Have summer student prepare a slide show using the information from the PSC web site to present to Law Society to Relators etc. to present at meeting.

2. Matters for Presentation

2.1 Executive Reports

2.1.1 President's Report: Neil Parrot – *written report.*

Considerable time lapsed since last council meeting and AGM. My belief is it is imperative to have a brief meeting after the AGM with new council body to ensure adherence to the bylaws and goals of the Association. This will be brought forward for action at 2019 AGM. Also, council meetings dates to be set at that point.

Since inheriting this new role substantial efforts have been initiated in several areas.

1. Of course, the IBL and non-compliance issues have been reviewed and several actions taken:
 - Contact with Land Gazette owner, Ian Edwards concerning a possible purchase of the IBL section concerning the ANLS.
 - Contact to all persons concerning non-compliant letters as well as opinions on the path forward.
 - Conversations with past president, Rob Goodland and vice president Aubrey Burt on the issues.
 - Correspondence received on same.
2. Building (office) purchase. Considerable time spent on searching properties for a base line of expected costs and expenditures. Contact with Real Estates Agents for available properties and contact by executive director with banking institute for cost

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- approach. (strike committee and review funding). Members offered to be on committee Neil Parrot, Robert Goodland, Dominic Howard and Paula.
3. Committee planning was briefly discussed with executive director and prepared by Paula for meeting.
 4. Strategic Plan
 - Some research was conducted by executive director as well as me to review some plans of sister associations. To present to council for adoption of similar plans in place for three Associations. Not in a financial position to hire a consultant for this but may be able to adopt from existing plans.
 5. Copyright, infringements – as presented by J. Berghuis at last council. This is a serious issue that is common practice. Council to be involved and suggest approach.
 6. Liaison with Law Society – No reply to letter yet. Personal contact to be made to former president of Law Society Paul Burgess and follow-up by council. Briefing to be commenced that would be used. Can also be used in various other fashions –
 - To public
 - To realtors
 - Schools etc.
 7. Articles of Students –

It is being noted that articulated students are being put forward under structures not outlined in Articles., i.e. layoff of students, new employment, etc. and Association not being notified.

 - Issue is to ensure proper guidance is adhered.
 - Retired surveyor's role assumed by others
 - Instruct sub committee to review and adopt proper policy. Cory Tucker is on that committee and he will be looking at all these issues.
 8. Association to keep abreast of latest technology and present seminars where possible
 - Utilize existing from GEOED on-line and recorded seminars.
 - AGM – request exhibitors with latest technology to do seminars and presentation.
 - It was noted that use of GPS / Q/A needs to be strengthened up in our Standards Manual.
 9. Thanked Cory Tucker for representing the president at the Alberta president's forum. Cory noted that it was a good meeting to attend. Items discussed at the forum –
 - New Brunswick is in the process of getting a new survey Act, but it didn't get passed because members from the public protested the Act and put forth a good argument that surveyors don't have the right to self govern. Because

of this argument New Brunswick Land Surveyors may lose their right to self govern.

ACTION: Our members should be made aware of this situation.

- The Salary Survey that Ontario was involved in was discussed.
- The Executive Director of Saskatchewan abused her power and stole over \$250,000. There was some complication on getting the Director's insurance to cover this. We will check on why SASK council had difficulty in getting this covered and if they eventually did. We must review our process with respect to financial operations.

ACTION: To review what policies are in place to protect the Executive Director, council members and members with respect to how our financial process works.

ACTION: Neil requested that the Director's Insurance be forwarded to all council members.

2.1.2 Vice President's Report: Aubrey Burt – verbal report

Noted that this is his first meeting so had no report at this time. He was involved in speaking to members regarding LG. Essentially received the same comments as the rest of council.

2.1.3 Past President's Report: Robert Goodland - verbal report

It's been a busy time since the AGM. I spoke to members with respect to LG and discovered that most members do not want to use it. Our members are older and are looking to retirement and are just not interested in putting their plans in this land registry.

2.1.4 Secretary-Treasurer Report: Dominic Howard

2.1.4.1 Financial Position – June 11, 2018

The financial position to June 11, 2018 was presented by Dominic. Council requested an update at next meeting on our financial process due to what Cory Tucker brought to light regarding the situation that happened with Saskatchewan Land Surveyors Association. Also, a print out of cheques to be included in the financial report.

A discussion on the AGM costs took place, a final detailed budget will be presented once all invoices are in and paid.

The financial report was accepted by council with no concerns.

It was also discussed about members having to pay for lunches and functions to attend our AGMs. The AGM committee will look at this when preparing their next Budget. This Budget will include a new fee structure.

2.1.4.2 Marker Sales

Currently marker sales are on par with previous years. We are presently at 50%.

2.1.4.3 Hearing Status

There is a Hearing scheduled for July 13, 2018.

2.1.4.4 COA Approval

Presented COA Application for **D. Saunders Surveys**. Council reviewed and made the following Motion:

MOTION: Be it moved that **D. Saunders Surveys** be approved for a Certificate of Authorization for the period of January 1, 2018 to December 31, 2018 as per by-law 19 and Section 25(1) of the Land Surveyors Act, 1991.

Moved by: Ray Guy, NLS

Seconded by: Mitchel Burt, NLS

Carried.

2.1.5 Registrar's Report -

2.1.5.1 Appointment of Registrar (Section 20 – Land Surveyors Act, 1991)

Duties of the Registrar were presented as per Bylaw 5.4.1

Helen Davis nominated Robert Goodland and he accepted. Cory Tucker seconded.

Ray Guy nominated Dominic Howard. Corey Collins seconded.

Historically it has been one person holding the Registrar and Secretary-Treasurer position. Council held a vote as two members of council were nominated. **VOTE – Dominic Howard was appointed Registrar for 2018-2019.**

2.1.5.2 Board of Examiners New Member Recommendations: Dominic Howard

The Board of Examiners would like to report to Council that Shawn R. Benteau has successfully completed all components required to become a Newfoundland Land Surveyor.

MOTION: Be it moved that the council accept the Board of Examiners recommendation to officially admit **Shawn R. Benteau**, NLS # 466 as a Newfoundland Land Surveyor.

Moved by: Dominic Howard, NLS

Seconded by: Mitchel Burt, NLS

Carried.

Council congratulates Shawn Benteau and his sponsor, Keith Renouf. Shawn has received all his documentation; however, he will be presented his licence formerly at the 2019 AGM.

2.1.5.3 Larry Squires

Larry informed Dominic that the approved ethics course was not available. After some review, it was discovered that the course is still available, so a letter was drafted to let Mr. Squires know that this course was still available. Once he completes this course he will have to follow all the Hearing stipulations plus other conditions and penalties. This is an ongoing process and a letter will be drafted to inform Larry.

2.1.6 Executive's Director's Report – Paula Baggs

Executive Director Report

ADMINISTRATION –

- AGM Invoicing
- On-line Updates
- Professional Liability Check
- Hiring of Geomatics Student – Leslie Holloway

COMMUNICATION –

The following Emailer's and Communiques were sent to Membership and posted on our website:

Emailers –

- May 1, 2018
- May 18, 2018

Communiques –

- None

WEB UPDATES –

- Committee / Council meeting dates
- Emails / Communiques
- General updates maintained

Meetings Attended –

- CIBC – Update Signing Authority (we now have four signing authorities and we require two signatures on each cheque)
- Meeting at Delta Hotel – AGM 2019
- Council Meeting – May 30, 2018
- Ongoing Meetings with Auditor
- CNA Innovation at Work Showcase
- Labour Mobility Meeting
- GEOED Meeting

With respect to CNA, we will be participating as one of the stakeholders in meetings, and we will participate in the National Technology Week in November. I will provide further information at the next meeting. We will continue to work on building a good relationship with the Collage of North Atlantic. They are willing to help with our photocopying, our professional development and attending our AGMs etc. Corey Collins will be working with Scott FitzGerald with respect to continued review of CNA course certification under CBEPS.

I will be attending the Executive Director's meeting in Toronto August 15th and will bring back my report to council for next meeting.

2.2 Committee Reports

2.2.1 Review Standard Committees

We send out volunteer forms with member's AGM package every year. We got three back. We did receive some member's names who wanted to be removed. Also, calls were made to members on committees to ensure they were willing to stay on. Council appoints members, so the 2018-2019 committee list was prepared for review by council today.

2.2.2 Appointment of Committee Members – Land Surveyors Act, 1991, Section 10(8)

EXECUTIVE

- Neil Parrott – President, Chair
- Aubrey Burt – Vice President
- Dominic Howard – Secretary-Treasurer
- Robert Goodland – Past President
- Paula Baggs – Executive Director

ACT & STANDARDS MANUAL

- Robin Davis
- Robert Locke
- Helen Davis
- Scott Murphy
- Clifton Hawco, Jr.

ANNUAL GENERAL MEETING

- Cory Tucker – Chair
- Neil Parrott
- Willa Parrott

- Mitchel Burt
- Paula Baggs
- Christine Cave (volunteer)

ARCHIVES

- Les Winsor – Chair
- Arnold King
- Richard King
- Max Batten

BOARD OF EXAMINERS

- Garry Temple – Industry Rep
- Rick Legge
- Scott Fitzgerald
- Ray Guy
- Dominic Howard – Secretary to the Board

BY-LAWS & REGULATIONS

- Robin Davis – Chair
- Helen Davis
- Josh Mailman
- Wilfred Thorne
- Nick Pardy

CONTINUING PROFESSIONAL DEVELOPMENT

- Corey Collins, Chair
- John Crane
- Allan Chafe
- Joseph Dunphy
- Scott Fitzgerald
- Barry Vey

CROWN LANDS WORKING COMMITTEE

- Ray Guy – Chair
- Wayne Hodder
- Janeil Parrott

- Robert Way
- DISCIPLINE COMMITTEE INVESTIGATIVE PANEL (DCIP)

- Kenneth Masters – Chair
- Mike Nolan
- Alvin Hayes
- Mitchel Burt
- Ryan Billard
- Donald Rowe – Public Representative

FINANCE

- Dominic Howard– Chair
- Neil Parrott
- Aubrey Burt
- Paula Baggs

LAND GAZETTE TECHNICAL COMMITTEE

- Ian Edwards – IBL Rep
- Keith Renouf – IBL Rep
- Ryan Billard – IBL Rep
- Wilfred Thorne – ANLS Rep
- Cory Tucker – ANLS Rep

LIAISON

- Neil Parrott- Chair
- Aubrey Burt
- Dominic Howard
- Robert Goodland
- Ray Guy
- Wayne Follett- Public Representative

NOMINATING

- Robert Goodland- Chair
- John Berghuis
- Cliff Hawco

QUALITY ASSURANCE

- Janeil Parrot – Chair
- Brad Eisan
- Sean Benteau
- Nicholas Parrott

REPRESENTATIVES

- CBEPS Representative – Corey Collins, Garry Temple
- PSC Director – Ray Guy

2.2.3 65th Annual General Meeting Report – previously discussed. Final budget will be ready for the September meeting.

2.2.4 66th Annual General Meeting – New Chair

Cory Tucker agreed to take on this role again this year. We are looking at the Delta Hotel, some meetings were held with the hotel, but no contract has been signed.

2.2.5 Board of Examiners Report

We have twelve students presently.

Discussion on the size and volume of the student’s professional survey project and why the projects are so large. This was asked to be passed along to the BOE sub-committee as they continue their review. Also, pass along to the BOE some changes to consider to the written exam to include a component on Ethics.

2.2.6 By-law 2018-2019 Review Process – Helen Davis

The committee will start the review process early to have by-law changes out to membership for discussion at regional meetings, so that members have an opportunity to discuss and be clear what they are voting on at the AGM.

2.2.6.2 Regulations 7, 8 & 9 – follow-up

Regulation 7 –changes were made with Regulation 7 to read as follows:

7. Responsibility of a Newfoundland Land Surveyor Sponsoring an Articled Student

7(1) The Newfoundland Land Surveyor must:

(a) Have held a Certificate of Authorization for a minimum of two years;

(b) Be a member in good standing;

(c) Be capable of providing adequate practical experience as stated in the section “Guidelines of the Articling Period” in the student manual,

(d) Not sponsor more than two articulated students at any given time and may not accept more than one pupil in any one calendar year unless the Board of Examiners otherwise permits an additional student.

Regulation 8 and 9

Due to time constraint, Regulation 8 & 9 will be emailed out to council for review and will be discussed at the next council meeting.

ACTION: Email new wording of Regulation 8 & 9 to council for review.

2.2.7 Mandatory Professional Development – Corey Collins

Corey gave an update as to where the committee is with respect to online points system for our CPD program on-line tracking. Currently the committee is working with Jamie Beck, Terabit, who is the provider for our sister associations. The committee has provided Terabit with information from our MCPD program and is now waiting for them to compile a quote with respect to the implementation.

2.2.8 Quality Assurance – Neil Parrott – previously discussed.

3. **Matters for Noting:** Neil Parrott

3.1 **Ongoing Business:**

3.1.1 Land Gazette / IBL Agreement – previously discussed.

3.2 **New Business:** Neil Parrott

3.2.1 Purchase of Building – previously discussed.

3.2.2 Presentation to Law Society – previously discussed.

3.2.3 College of North Atlantic – Building Relations – previously discussed.

3.2.4 Board of Examiners – Ethics Exam

“Ethics Exam” Inform Board of Examiners (BOE) that Ethics is missing from the examination component of the entrance exams. Ask the BOE to review this and get back to council.

ACTION: Ask BOE to review and get back with recommendation. Check out the PEGNL Ethics Exam and preparation Book.

3.2.5 Copyright Infringements

Council was informed that the APPEAL from judgment reported at Keatley Surveying Ltd. v. Teranet Inc. (2016), 2016 ONSC 1717, 2016 Carswell Ont. 7233, 131 O.R. (3d) 703, 72 R.P.R. (5th) 248 (Ont. S.C.J.), dismissing plaintiff's class action, has been posted on the members only page – here's the link <http://www.anls.ca/wp-content/uploads/2017/11/Keatley-Surveying-Ltd-v-Teranet-Inc.pdf>

3.2.6 Standards Manual – Section 14 – Ray Guy

Standards of Professional Conduct, Knowledge & Skill Manual - Section 14. A Surveyor's Real Property Report shall not be completed without reference to a Survey Plan of the property for which the report is being completed. Such survey plan to be up to the current minimum standards as set in these standards and to within a maximum of 10 years after the date of the survey.

Ray brought it to the attention of council that he understands the rationale of protecting the public by requiring a reference survey for an RPR to be no more than 10 years old but he thinks having this as a strict requirement is unnecessary. We should inform our clients of the risk involved but ultimately the reference survey needs to be verified whether it is 5 years old or 15 years old. Depending on the results of the verification, a new survey could be recommended but not solely based on the fact that it is more than 10 years old.

This will be added to the agenda when the Liaison committee meets with The Law Society.

ACTION: Review Section 14 of the Standards of Professional Conduct, Knowledge & Skill and report back to council.

ACTION: Liaison committee to discuss with the Law Society.

3.3 Incoming and outgoing Correspondence

All correspondence was reviewed and has been responded too and sent according.

3.4 Other Matters for Noting

There were no other matters for noting.

Meeting Finalization


4.1 Review Actions

Actions were reviewed and will be added to the AIR.

4.2 Next Meeting Date

The next Council Meeting is scheduled for **Friday, September 21, 2018.**

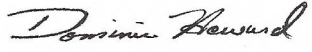
Respectfully submitted,



Neil Parrott, President

September 21, 2018

Date



Dominic Howard, Secretary-Treasurer

September 21, 2018

Date