

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 Regrets for Noting
Wayne Follett sent regrets.

1.3 Review & Accept AGENDA

MOTION: Be it moved that the AGENDA for September 21, 2018 be accepted.

Moved by: Ray Guy, NLS

Seconded by: Aubrey Burt, NLS

Carried.

1.4 Review Minutes – **June 22, 2018**

1.4.1 Errors and omissions previously reviewed

Note that Corey Collins will be the technical advisor on the IBL Sub committee.

1.4.2 Accept June 22, 2018 Minutes

MOTION: Be it moved that the June 22, 2018 minutes be accepted with amendment

Moved by: Ray Guy, NLS

Seconded by: Cory Collins, NLS

Carried.

1.5 Review Action Item Register (AIR) – September 21, 2018

The AIR was reviewed with following comments:

AIR item 1 –

Land Gazette / IBL Agreement / Non-Compliance By-Law 17

Memo to Membership went out to membership on July 3, 2018 as a Communique and is posted under Communique on the ANLS member's only website.

The presentation to entry law students (bar admission course) that was previously presented by Keith Renouf is now being presented by Josh Mailman.

ACTION: Ask Josh to present this course to council for information purposes.

All other items on the AIR are in progress and will be review at next council meeting.

2. Matters for Presentation

2.1 Executive Reports

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

- It has been a busy summer for all.
- Looking for funding options to buy a building for the association as there are issues with the space we are renting presently (mold, no heat, no air conditioning, no elevator, etc.) A building committee has been established and will have our first meeting in November.
ACTION: Sub-committee is set. Prepare a business case review on how to finance the purchase of a building for the Association.
Neil Parrot, Robert Goodland, Dominic Howard and Paula.
- Priority is to set a meeting with the Law Society early in the new year. The liaison committee will meet first to discuss what issues and concerns we wish to bring to this meeting.
 - Open communication
 - Pros and cons regarding Title Insurance / Legal Surveys / RPRs etc.
 - Doctoring of RPRs
 - Discussion on Registry of Deeds improvements
 - Acceptance of original documents only
 - Have more clearly defined indexes for searching
 - It may be valuable to have a seminar on "Good Practices in the Registry"
Discuss the reasons for registering a Boundary Agreement under the category of "Agreement" for example.

Doctored plans –

Develop a format for members to follow should they find doctored plans being used in the Registry.

Committee will be looking at a power point presentation as prepared by PSC to present at this meeting.

- Meeting with Government officials -
- ANLS as major stakeholder with respect to land related matters, boundary interpretation and demarcation have been over looked when many important decisions are made
- Lack of interest in participating or attending our Annual General meetings
- NL is the only province with no Surveyor General
ACTION: Liaison committee to meet and discuss ongoing concerns with government. (Committee members Neil, Aubrey, Robert, Wayne F., Dominic and Ray)
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.
ACTION: Liaison committee to discuss with the Law Society.
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.
- There is a bonus to visiting other provinces and attending President's forums and I'm looking forward to attending the New Brunswick AGM
- IBL / Land Gazette – no further dealings or discussions since our last council meeting. The sub-committee will schedule a meeting for November 5, 2018.
ACTION: Ask for updated stats on plan submissions.
- With respect to QA/QC, I met with GIS person to discuss what finances could be put in place to make the program work.
 - NB has a validation sticker as does NS. More discussion is required because to maintain a QA / QC program comes with a financial cost.
- Other -
ACTION: Set an Eastern Regional meeting for November 14, 2018. With the Central and Western meetings to follow.

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

Noted that he sat in on the finance and building committee meetings.

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

It's been a busy summer. Spoke to some members as I'm starting my search for nominations for next year's council.

2.1.4 **Secretary-Treasurer Report:** Dominic Howard

2.1.4.1 Financial Position – September 4, 2018

The finance committee met on September 18, 2018 with a very detailed AGENDA to review and discuss -

- ✓ Actuals to September 14, 2018
- ✓ Review Cheque List up to September 14, 2018
- ✓ Marker Analysis Update
- ✓ Discipline Costs / Recoup of Hearing Expenses
- ✓ Proposed AGM BUDGET 2019
- ✓ Proposed Budget 2019 – which will be presented to council in December

The committee also discussed the following -

- ✓ Review Financial Procedures / Policy
- ✓ GIC's
- ✓ Director's Insurance
- ✓ Student Scholarship Account
- ✓ By-law 18 Increasing Marker Cost
- ✓ By-law 11 Fees & Dues Increases for 2019

The financial position to September 4, 2018 was presented by Dominic. Council reviewed the Actuals and had no concerns or issues.

Council reviewed the ANLS Financial Policy as was prepared and presented by the finance committee. Council made several changes and made the following motion –

MOTION: Be it moved that the ANLS Financial Policy be accepted with noted amendments.

Moved by: Dominic Howard, NLS

Seconded by: Cory Tucker, NLS

Carried.

ACTION: Amend Financial Policy document and post on the ANLS web page. Inform members that this policy has been adopted.

ACTION: Send out a copy of the Directors and Liability Insurance to council.

2.1.4.2 Marker Sales

Currently marker sales are on par with previous years.

2.1.4.3 Hearing Status

The DCHP Hearing scheduled for July 13, 2018 was cancelled due to the untimely passing of David Vallis, NLS. The Court Hearing will go ahead.

2.1.5 Registrar's Report -

2.1.5.1 Update – Larry Squires Reinstatement Request

A *Committee of Inquiry* was established on August 27th at the request of council, as per Section 4(53) of the ANLS Regulations, to review the application for reinstatement of Larry Squires. Council did seek the advice of legal counsel with respect to this matter. No further discussion of this matter will be brought to council, until a report is received from this committee.

2.1.5.2 Passing of David Vallis, NLS: Dominic Howard

A Policy change was discussed with the following motion made:

MOTION: Be it moved that the new In-Memoriam Policy now read as The Association of Newfoundland Land Surveyors have a limited contribution to "in-memoriams" at a fixed amount of \$100.00.

Moved by: Dominic Howard, NLS

Seconded by: Mitchel Burt, NLS

Carried.

ACTION: Amend Policy and update on the ANLS web page.

ACTION: ANLS will donate to The Janeway \$100.00 in memory of David Vallis. Neil Parrott will match this donation.

2.1.5.3 Request for Life Membership – Keith Renouf, NLS

A letter was received from Keith requesting life members. As Keith has met the criteria for life membership the following motion was made:

MOTION: Be it moved that Keith Renouf be granted life membership with the Association of Newfoundland Land Surveyors

Moved by: Dominic Howard, NLS

Seconded by: Mitchel Burt, NLS

Carried.

ACTION: Inform Keith Renouf that Life Membership has been approved.

2.1.6 Executive's Director's Report – Paula Baggs

Executive Director Report

ADMINISTRATION –

- Supervising of Geomatics Student – Leslie Holloway

COMMUNICATION –

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

Emailers –

- August 9, 2018

Communiqués –

- July 3, 2018 – Notification To Membership Bylaw No. 17

WEB UPDATES –

- Emails / Communiqués
- General updates maintained

Meetings Attended –

- Monthly Meeting with Bookkeeper
- CNA Stakeholder Meetings – National Technology Week (3 meetings)
- Executive Director’s meeting – Toronto – August 15, 2018

2.2 Committee Reports

2.2.1 65th & 66th Annual General Meeting – Cory Tucker

With respect to the 65th AGM The Revenue was \$32,359 with Expenses coming in at \$33,159.00.

With respect to the 66th AGM the committee will be looking at the overall budget and reviewing the fee structure for social events and looking at the Agenda format. Committee meeting is scheduled for some time in December.

2.2.2 Board of Examiners – Dominic Howard

Presented to council letter dated July 19, 2018 – **Marcel Brown** Articles. The Board of Examiners made a motion to set the period of articles for a term of eighteen (**18**) months starting **July 19, 2018**. Mr. Brown is currently employed full time with Brown & Way Surveys under the direct supervision of Robert Way, NLS.

MOTION: Be it moved that council accept the recommendation and to accept the article terms as set by the Board of Examiners for Marcel Brown.

Moved by: Dominic Howard, NLS

Seconded by: Ray Guy, NLS

Carried.

Presented to council letter dated July 19, 2018 – **David Januszkiewicz** Articles. The Board of Examiners made a motion to set the period of articles for a term of eighteen (**18**) months starting **June 29, 2018**. Mr. Januszkiewicz is currently employed full time with N.E. Parrott Surveys under the direct supervision of Janeil Parrott, P.Eng, NLS.

MOTION: Be it moved that council accept the recommendation and to accept the article terms as set by the Board of Examiners for David Januszkiewicz.

Moved by: Ray Guy, NLS

Seconded by: Dominic Howard Guy, NLS

Carried.

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

The committee has not held a meeting as of the date of the council meeting.

2.2.3.1 Regulation 8 & 9 – follow-up

Regulation 8 and 9

Regulation 8 & 9 was quickly reviewed with some noted typos and changes. The regulations will be emailed out to council for final review and will be presented for approval at the next council meeting.

ACTION: Email new wording of Regulation 8 & 9 for final review of council.
Comments to be sent to Helen by October 5th.

A letter was drafted by Neil Parrot and sent to Gerry Byrne, Minister of Fisheries and Land Resources, congratulating him on the successful hiring of Helen Davis, NLS, Senior Engineer, GIS and Mapping Division with the Department of Fisheries and Land Resources. On behalf of council, Neil expressed his pleasure to see the department moving toward filling positions with certified professional Newfoundland Land Surveyors. Copy of the letter was sent to Mr. Peter Hearn, Director, GIS and Mapping Division and Ms. Tara Morgan, Director (Acting), Crown Lands Division.

Helen gave a brief synopsis of her new job position and update on what the department was working on.

Council reviewed and approved the letter to be sent to Mr. Gerry Byrne, Minister

2.2.4 Mandatory Professional Development – Corey Collins

Corey noted that the committee had not met since the last council meeting. The committee is working with Jamie Beck, Terabit, who is the provider for our the GeoEd tracking system as well as provider to our sister associations. Corey reiterate what he reported at the June council meeting in that 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. However, the quote is taking a long time and Corey expressed concerns regarding this delay.

Paula followed up with Jean Claude Tétreault at the Executive meeting in August regarding the status of Terabit and discovered that other provinces had expressed the same concern that we had. Jean Claude responded to the situation in an email dated September 11th, stating that he had called Jamie Beck, CEO of Terabit into his office to

have a chat to express all our concerns. JC noted that he received good news, in that the person that built the system initially is back from maternity leave. Her name is Yen Ta. JC told us that (GeoEd) had a very positive experience working with Yen. Jamie assured Jean Claude that Yen's focus will be the GeoEd tracking system. Jamie committed to make this a priority.

Jamie confirmed that the ANBLS (Keith Jamieson) and ANLS (Corey Collins) have been in contact with him but he wasn't sure about SLSA. Jamie mention that if more than one association goes ahead and has requirements close to the ACLS and ABCLS system, there would be some savings on the fees.

The MCPD committee is planning to have a meeting before year end.

3. Matters for Noting: Neil Parrott

3.1 Ongoing Business:

- 3.1.1 Land Gazette / IBL Agreement – previously discussed.
Noted that the committee will be meeting November 5, 2018.
- 3.1.2 Purchase of Building – previously discussed
Noted that the committee will be meeting November 5, 2018
- 3.1.3 Presentation to Law Society - previously discussed
- 3.1.4 College of North Atlantic – National Technology Week – November 7-8, 2018
Community stakeholders have been meeting throughout the summer to plan activities for National Technology Week event hosted by the College of North Atlantic (CNA) November 7th and 8th. The College's goal is to reconnect with the technology community to promote technical education within the province.

Paula represented ANLS at these meetings and ANLS will be presenting on November 7th. Paula reached out to Shawn Benteau who will present on behalf of ANLS.

3.2 New Business: Neil Parrott

- 3.2.1 Appointment of Corey Collins.
Council formally appointed Corey M. Collins to represent ANLS nationally on the Pathway towards Foreign Credential Recognition. Corey will be attending the October 15th face-to-face meeting in Toronto.

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.

4. Meeting Finalization

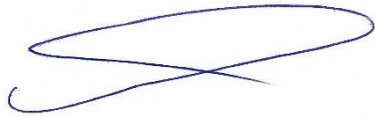
4.1 Review Actions

Actions were reviewed and will be added to the **AIR**.

4.2 Next Meeting Date

The next Council Meeting is scheduled for **Friday, December 7, 2018**.

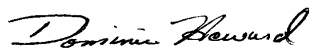
Respectfully submitted,



Neil Parrott, President

December 7, 2018

Date



Dominic Howard, Secretary-Treasurer

December 7, 2018

Date