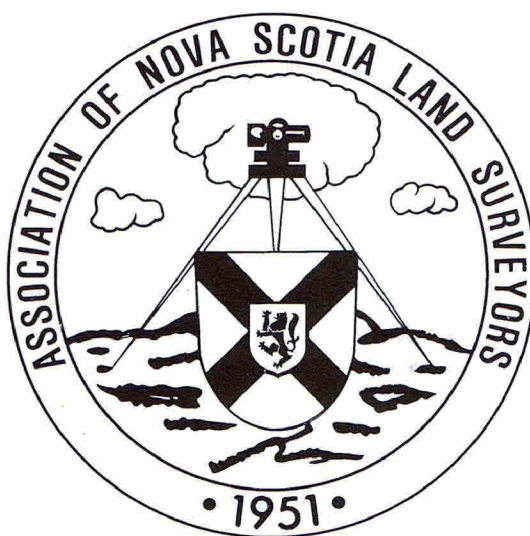


THE NOVA SCOTIAN SURVEYOR

Fall 1996

No. 153

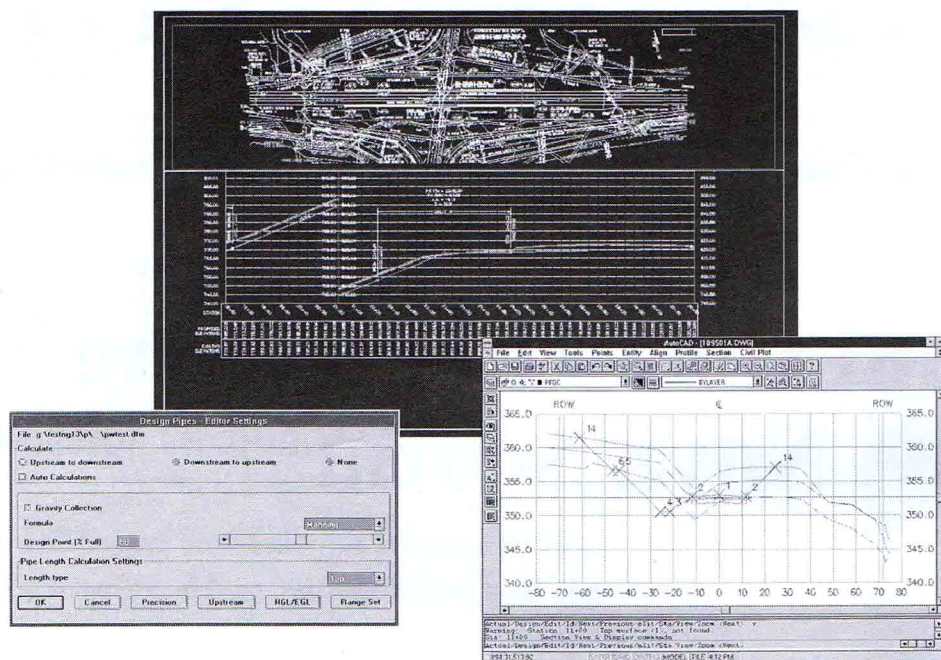
46th Annual General Meeting Digby, Nova Scotia



October 17, 18, 19, 1996

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THE NOVA SCOTIAN SURVEYOR

FALL 1996

No. 153

CONTENTS

PAGE

President's Report	<i>Philip M. Milo</i>	2
Executive Director's Report	<i>Robert A. Daniels</i>	4
SRD Manager's Report	<i>James D. Gunn</i>	7
Candidates for President and Vice-President		8
Candidates for Council		9
Committee Reports		11
From the Fieldbook		19
Obituary		19
December 1995 Audited Year-End Statement		22
1997 Draft Budget		32
Notice of Motion(s)		39

THE NOVA SCOTIAN SURVEYOR

Editor: Robert A. Daniels

Production: Kathy Alcorn
Norman Wade Company Limited

Circulation: Free of charge to ANSLs members. To non-members at a yearly rate of \$12.00 in Canada and the USA; \$16.00 for other countries, plus handling charges.

The Nova Scotian Surveyor is published three times a year. Address all enquiries to: Association of Nova Scotia Land Surveyors, 159 Portland Street, Suite 301, Dartmouth, Nova Scotia, B2Y 1H9 Canada. Tel: (902) 469-7962 Fax: (902) 469-7963 E-mail: ansls@atcon.com

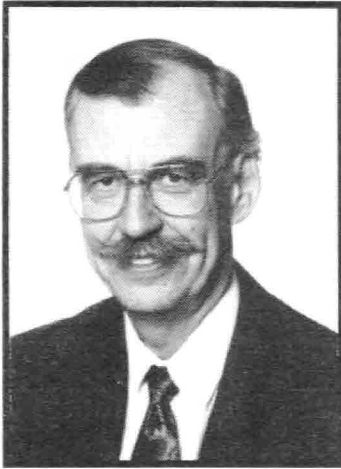
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Letters to the Editor should be limited to one page.

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PRESIDENT'S REPORT

Philip M. Milo, NSLS, CLS, B.Sc.



This is my last President's report to be published in the "Surveyor". I am not the first to observe that my year in office has passed with much greater swiftness than I believed possible.

As expected, the past few months have been very much focused on the discussions with APENS. I take this opportunity to express my appreciation to Bob Daniels for his energy and dedication to this matter. My thanks also to Ken Whalen and Grant McBurney for their direct involvement at the table as well as to Ken Robb, Bob Feetham, Forbes Thompson and Jim Doig for their background work, support and guidance throughout. Regardless of the eventual outcome, the Association owes much to these gentlemen for their time and efforts on your behalf. At the moment, ANSLS and APENS seem to be very close to achieving a Memorandum of Agreement. I am confident that the document will form the basis from which we can go to Government this fall.

Included is a section which (hopefully) will establish the mandate for a Joint Practice Board to mediate jurisdictional disputes. The members representing APENS met with us almost weekly, and we found them to be understanding, diligent and always prepared to listen to our point of view. I have enjoyed working with them and look forward to reaching a successful conclusion very soon.

Liz and I will be representing you at the Manitoba agm and probably MALSCE during September. We will be back in NS at the end of the month to help with any last minute details for our Convention.

Errol and Gwen Hebb are still hopeful that photos from a good number of classes will be provided in time to have them properly mounted. Please forward photos (identified) to Errol or to our office in Dartmouth as soon as possible. Time for scanning, mounting, etc. is fast running out. Sincere thanks to Norman Wade Company Limited for their assistance with photos thus far. We hope there will be more for them to do. Otherwise, Ed Rice and his committee have things pretty

well in hand for October. They have worked hard to provide you with a useful and enjoyable meeting. See you all at the Pines in October. ☒

HOPE TO SEE YOU AT

THE ASSOCIATION OF
NOVA SCOTIA
LAND SURVEYORS'



46TH ANNUAL MEETING

at the

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Digby, Nova Scotia

on

October 17, 18 and 19, 1996

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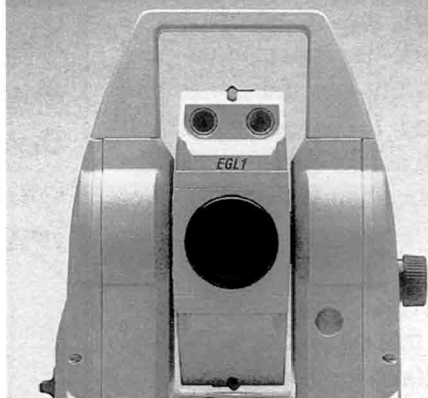


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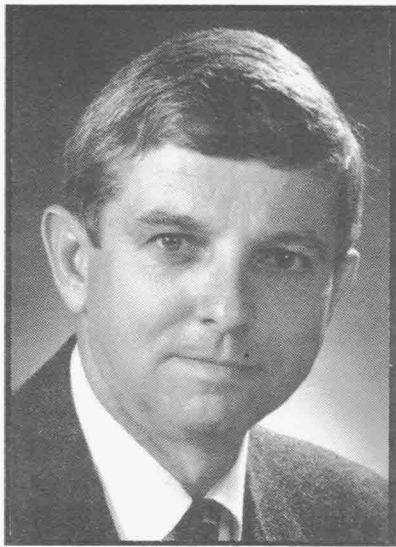
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EXECUTIVE DIRECTOR'S REPORT

Robert A. Daniels, NSLS, CLS



The 46th Annual Meeting is almost upon us. Having the meeting a month earlier this year will allow some of our members and guests to play golf and enjoy the beautiful fall colours. I would encourage everyone to take an extra day or so and make this year's meeting a mini vacation.

There are a number of reports from various committees in this issue of the surveyor, therefore, I will not update you on the association's activities. Please read the reports for that information.

In this Executive Director's report I would like to address the following issue: Should land surveyors report fellow surveyors who are doing inferior work?

I get a number of calls each year from members who have come into contact with work done by other members which is substandard. The concerns are not with the location of the boundary, but with poor survey practices. Some of the problems

encountered include: no monumentation, poor mathematical closures and field surveys not agreeing with the plan, to name a few. Most surveyors who find these problems are reluctant to file a formal complaint against the other surveyor. The most common reason is that they have to work in the same area and do not want to create ill feelings with the other surveyor. Now, I could present a lengthy dissertation on professional ethics and responsibility to the public when faced with poor workmanship by another surveyor, but I will offer a solution to the problem instead.

If you find inferior work carried out by another member and it makes your blood pressure rise to know that they are getting away with such activity, here is what you can do. Send a copy of the offending plan along with a written list of the violations of the regulations or of good survey practices. I will review the issues and contact the other surveyor directly or send the information to the Survey Review Department for consideration. This will enable the association to make direct contact with the surveyor whose work is substandard and identify specific issues that need to be addressed. It will tell the surveyor that the association is watching over their shoulder, while at the same time enable files of specific violations to be kept on that surveyor. Continued violations may lead to a formal complaint being filed by

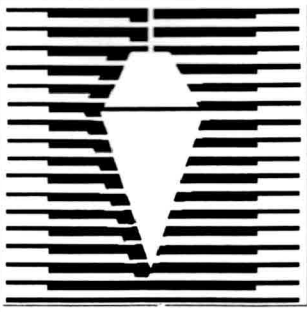
the association. The complaint could then be supported by documented instances of non-compliance with the regulations. The best part is that you do not even have to sign the correspondence you send to the association. We will quite happily accept anonymous correspondence.

Some members may say this type of inspection should be carried out by the Survey Review Department. But keep in mind that the Survey Review Department cannot visit over 4000 surveys each year and they do have to abide by the mandate under which they operate, which focuses on a random checking process. The Survey Review Department has been instrumental in raising the quality of surveys in Nova Scotia, but now you can help the process even more. ■

NOTICE OF ANNUAL MEETING

Pursuant to by-law 5.5, you are hereby given notice that the 46th annual meeting of the Association of Nova Scotia Land Surveyors will be held at the Pines Resort Hotel, Digby, Nova Scotia, beginning Friday, October 18, 1996 at 9:00 am and continuing on Saturday, October 19, 1996.

***Robert A. Daniels, Secretary
Association of
Nova Scotia Land Surveyors***



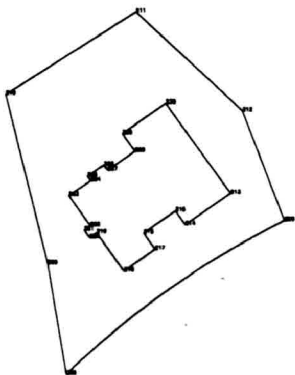
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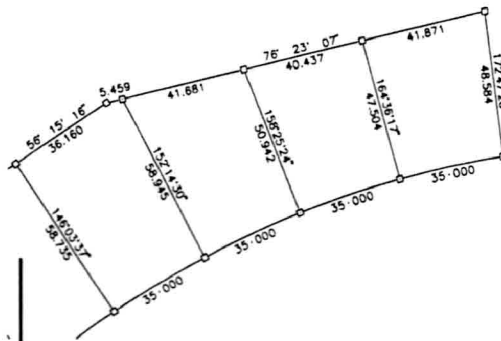
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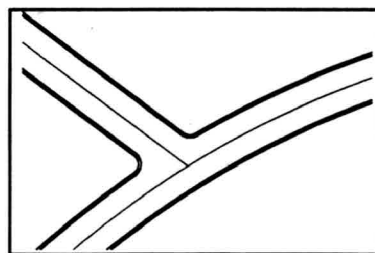


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* As reported by Norton System Info in the Norton Utilities for Microsoft Windows 95.

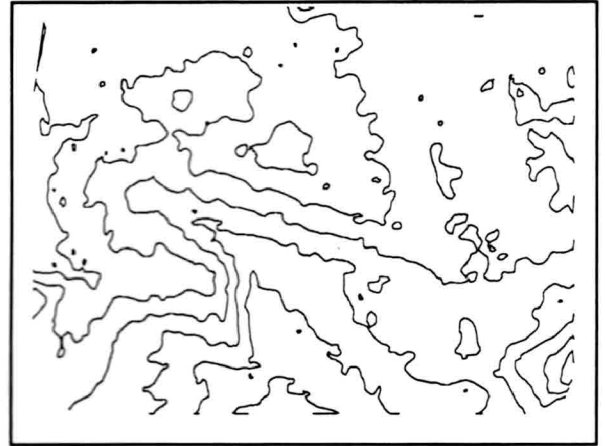


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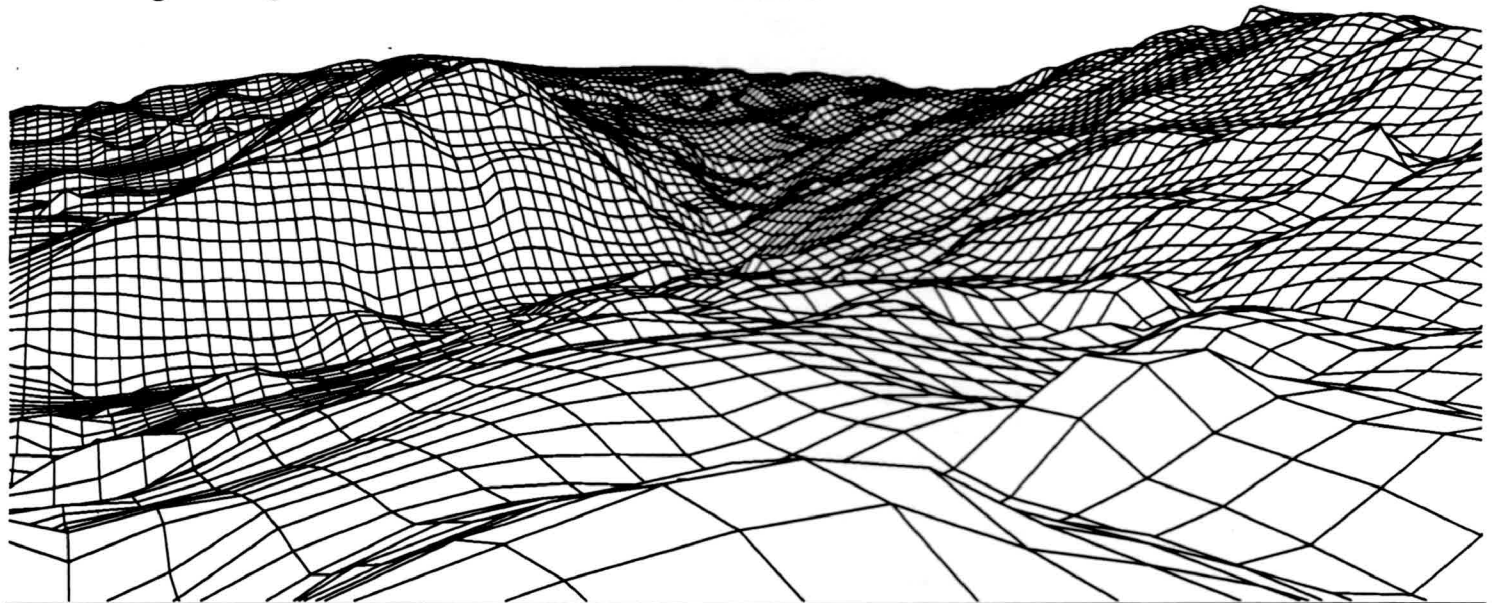
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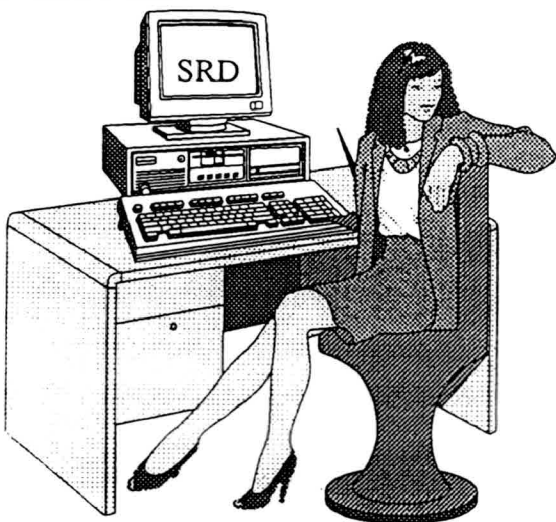
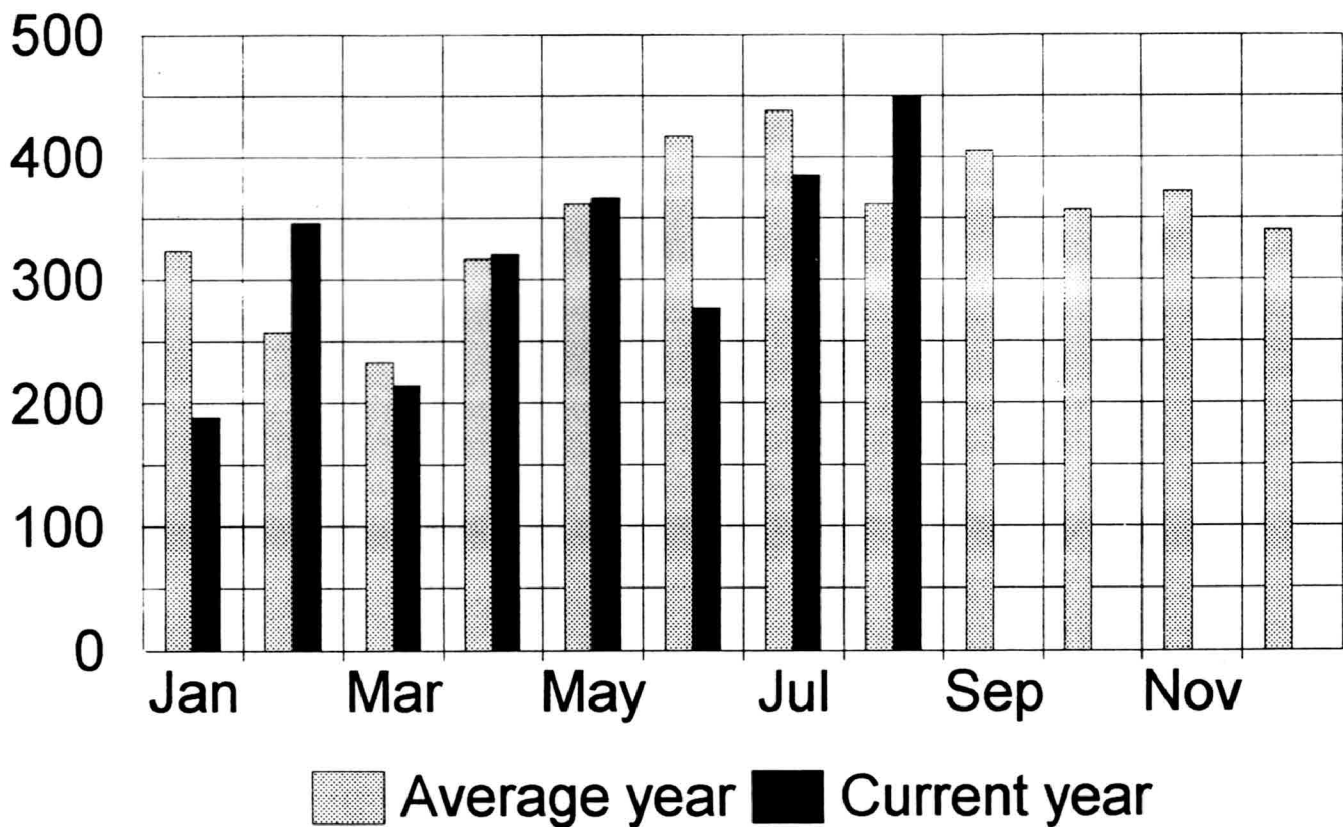
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SRD MANAGER'S REPORT

by Jim Gunn, NSLS, CLS

Based on preliminary figures to the end of August, SRD is expected to fall short of its budgeted revenue for 1996 by approximately 5%. This shortfall should be partially offset by a 2% saving on budgeted expenses. The bottom line is that we will probably forego our budgeted surplus and just about break even. The following graph shows how the first eight months has stacked up against the "average year" we use for budget calculations. As you can see, June and July were well below average, but August was above. If you wish to measure your firm's performance against these averages, you should keep in mind that our numbers reflect the activity for the previous month. For example a poor showing in June would indicate that May was a slow month for surveyors. ■



Just a reminder to autocad users.

Let us know here at SRD if you decide to create your own SRD stickers using autocad. We can supply you with sticker numbers. This will save us the cost of purchasing and mailing stickers.

**CANDIDATE FOR PRESIDENT
VALERIE GEORGE, NSLS**



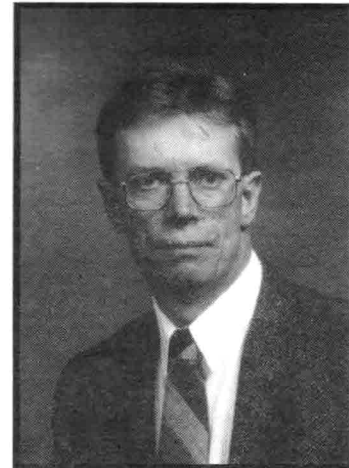
Valerie George graduated from the Nova Scotia Land Survey Institute in 1981 and received her commission as a Nova Scotia Land Surveyor in 1985.

She was previously employed with several survey firms in Industrial Cape Breton, LRIS Halifax, LRIS Sydney and J.D. Barnes Ltd., Toronto. Valerie is employed as Regional Manager, Southern Region, Land Information Services, working out of the Sydney Land Information Centre (LIC).

Valerie was Councillor for Zone 5 from 1992-94, currently chairs the SRD Review Committee and has served as Vice-President for the past year.

Valerie and her husband, Barry, reside in Coxheath with their three children, Daniel, Alix and Mitchell. They will be relocating to the Bridgewater area within the next month or two, pending construction of the Bridgewater LIC. ■

**CANDIDATE FOR VICE-PRESIDENT
JOSEPH R. ALCORN, NSLS**



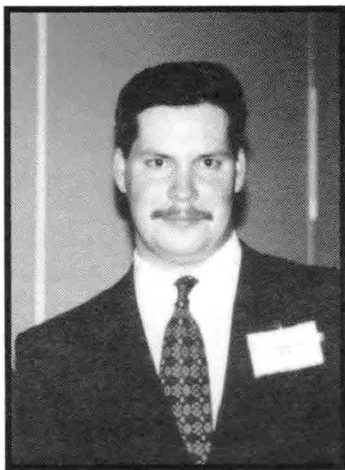
Joseph R. Alcorn, NSLS, was born in Middleton, Nova Scotia in 1953. Joe graduated from the Nova Scotia Land Survey Institute in 1976. After graduation, he spent some time working in Alberta and upon return to Nova Scotia, he joined Wallace Macdonald and Lively Ltd., where he articulated under Harold Lively, NSLS. Joe received his commission as a Nova Scotia Land Surveyor in 1981. Joe is currently with Alderney Consultants Limited, where he has been since 1986.

Joe's past involvement with the association has included service on the Continuing Education Committee and the COGS Liaison Committee. Joe has also served two terms as Councillor for Zone 6.

Joe and his wife, Donna, reside in Halifax. ■

**CANDIDATE FOR COUNCILLOR
ZONE 5**

DAVID ATTWOOD, NSLS, CLS



David Attwood, NSLS, CLS, was born in 1969 in Glace Bay, NS. He graduated from Donkin-Morien District Hight School in 1988 and from the College of Geographic Sciences in 1990. David went on to attend the University of New Brunswick from 1990 - 1992.

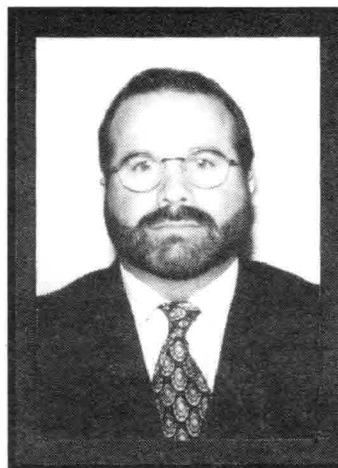
He received his APBELS Certificate in 1992, his commission as a Nova Scotia Land Surveyor in 1993 and his commission as a Canada Lands Surveyor in 1996. He has since become a member of the Association of Canada Lands Surveyors.

David articulated with Dennis Prendergast and is presently employed by Prendergast Surveys Ltd. in Glace Bay.

David resides with his wife, Paula, in Sydney, Cape Breton. ■

**CANDIDATE FOR COUNCILLOR
ZONE 6**

PAUL SLAUNWHITE, P.Eng, NSLS



Paul was born in Halifax and graduated from Halifax West High School. He attended Dalhousie University before enrolling at the University of New Brunswick where he received his B.Sc.S.E. (Surveying Engineering) in 1985. Paul obtained his P.Eng. in 1987 and his commission as a NSLS in 1990.

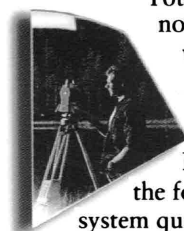
He has worked in hydrographic surveying with Canadian Engineering Surveys in Edmonton and McElhanney Services in Dartmouth. Paul was employed in cadastral surveying with the NS Department of Lands and Forests, Baddeck and Frank Longstaff Surveying, Dartmouth before becoming one of the founding partners of Crant Slaunwhite & McNeil Ltd. in 1989.

Paul is currently the chairman of the Insurance Committee, representative to the Atlantic Provinces Board of Examiners for Land Surveyors and a member of the DOT & C Liaison Committee.

Paul resides in Halifax with his spouse, Kate Shields. ■



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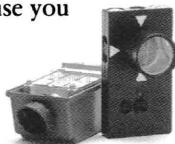
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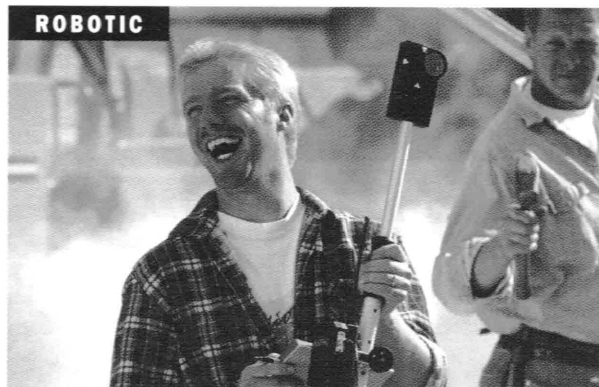


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COMMITTEE REPORTS**DISCIPLINE**

The members of the Discipline Committee are: Harold Lively (C), Walter Rayworth (VC), Allen Hunter (Sec.), Wayne Hardy, Errol Hebb, John Pope and Peter Lohnes. We are pleased to report that there were no matters brought to the Discipline Committee for action.

Harold Lively, NSLS
Chairman

FEE STUDY

The members of the Fee Study Committee are:

- Zone 1 - Alex McDonald
- Kevin Fogarty (C)
- Zone 2 - Everett Hall
- Norval Higgins
- Zone 3 - Dave Roberts
- Steve Rutledge
- Zone 4 - Ed Hanifen
- Albert MacCallum
- Zone 5 - Stewart Setchell
- David Attwood
- Zone 6 - Rod MacInnis
- Kirk Nutter

As a result of a recommendation presented at the 45th annual meeting, Council approved the forming of a committee to carry out a salary and fee study and prepare a report for the membership and distribution to the public.

A committee was formed, and the first meeting was held at Truro in late January. At that meeting, Robert Daniels, our Executive Director, supplied some information relating to fee studies carried out in other jurisdictions. He also indicated that the action of the

AUCTION FEVER

Come one, come all to the greatest show on earth!

Well, maybe a bit of exaggeration, but certainly a good time awaits you. The Building Committee is holding another auction at the annual meeting this year. The last auction raised over \$4,500 through the generous support of our members. We need items to be donated for this special event. They may be brought to the convention or you may call the Association office to arrange pick-up or drop off. If you are unsure of what you may donate please contact the association office at 469-7962 or Fred Hutchinson at 462-2204 (work), 434-4659 (home) or 435-3080 (fax).

Your attendance at the convention is encouraged (but take your cheque book too). I look forward to this convention as being a milestone for our members and an event not to be missed. So remember ... **THINK AUCTION!**

Committee Reports (continued)

committee and the ANSLS may come under the scrutiny of the federal Competition Bureau. It was the decision of the committee to delay proceeding with any fee study until we received comments from the Competition Bureau regarding our proposed study.

In March, we wrote to the Competition Bureau requesting an advisory opinion on behalf of the ANSLS regarding the studies and surveys proposed.

At the end of July, an opinion from the Director of Investigation and Research for the Competition Bureau (Industry Canada) was received. Our committee will be considering this response before making any decision to proceed with the fee study.

Kevin Fogarty, NSLS
Chairman

NS BOARD OF EXAMINERS

The Board of Examiners held one meeting during the past eleven months.

There were no new members who qualified as Nova Scotia Land Surveyors during this report period.

There are at present 14 active student members.

4 students write a total of 6 association exams.

The second meeting of the year will be held soon to meet the minimum meeting requirement for the board.

I would like to thank the members of the board for their dedication and attendance at meetings.

The board for the past year consisted of: J. Forbes Thompson; James Chisholm; Chris Masland; Bruce Gillis, QC, barristers' representative; David Cushing, engineers' representative; K.P. Au-Coin representing the Minister of the Department of Natural Resources and John C. MacInnis (C).

John C. MacInnis, NSLS
Chairman

COMPLAINTS

The Complaints Committee has held regular meetings once a month over the past eleven months.

Individually and as small groups, we have met at other times with complainants and surveyors and have carried out field investigations.

Fourteen new files were opened during this report period, which formed part of twenty-four active files. Presently there are eight active files.

One of the complaints is being referred to the Discipline Committee.

The complaints were laid by the general public, retired land surveyors and the Survey Review Department.

The committee for 1996 consists of Carl Hartlen, David Hiltz, Allen Owen, Ted Webber and John MacInnis.

A special Complaints Committee, consisting of Donald Parker (C), Dean Benedict and Norval Higgins, was appointed through the Executive Director to deal with one of the complaints where a conflict or bias may have been perceived in the regular committee.

I would like to thank all the committee members for their dedication, support and time in attending meetings and carrying out the necessary investigations and the preparation of reports and letters.

John C. MacInnis, NSLS
Chairman

SRD ADVISORY

The committee consists of: E.J. (Ted) Webber, Grant McBurney and Dennis Prendergast.

The activities of the Advisory Committee were carried out by telephone, letter and/or fax in response to requests from Jim Gunn, Manager of the Survey Review Department. These requests dealt with the following:

Committee Reports (continued)

1. review and provide input into the SRD Manual of Administrative Procedures,
2. members not sending in plans to SRD within the time frame provided by the regulations,
3. members not keeping their SRD account current,
4. use of free hand lettering on plans,
5. results of plan review and field check showing material non-conformity to survey regulations.

I would like to thank Denis Prendergast and Grant McBurney for their comments and interest during the past year.

E.J. (Ted) Webber, NSLS
Chairman

INSURANCE

The ANSLs Insurance Committee for the 1995-1996 term is comprised of the following members:

Paul Slaunwhite, P.Eng, NSLS
(C); Stewart MacPhee, NSLS,
CLS; Robert Feetham, NSLS

Professional Liability Insurance

A meeting was held with Jim Gunn, member of the CCLS In-

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surance Committee, to obtain update information about the CCLS endorsed professional liability program through Jardine Rolfe Limited and ENCON Insurance Managers Inc. Currently, an increase in claims has resulted in an increase in premiums. Individual policy premiums are based upon an amount per surveyor, invoicing and type of survey work performed. It has been suggested that the actual project volume also be considered.

The partially self-funded Professional Liability Insurance Program is being examined by the CCLS Insurance Committee. The Committee is gathering information regarding claims experience and investigating possi-

ble administrative/legal structures for the proposed program.

On June 5th, a Loss Prevention Seminar was held in Dartmouth, co-sponsored by Jardine Rolfe, ENCON and ANSLs. A questionnaire is being sent to individuals who attended, for comment and suggestions as to how to improve the seminars and therefore best serve the members.

Group Insurance

Earlier this year, a Group Insurance questionnaire was circulated to the members of the ANSLs. Of the 325 questionnaires sent, 61 were returned, representing 74 surveyors. An overwhelming majority were in favour of the

Association endorsing a group insurance plan. There was interest in all types of plans - life, accident, disability, health, dental, etc. Information is now being compiled so that preliminary proposals may be obtained from interested insurance companies.

Paul H. Slaunwhite, P.Eng, NSLS
Chairman

APENS LIAISON

The APENS Liaison Committee was formed as a result of the proposed Engineering and Geoscience Professions Act being put forth by the Association of Professional Engineers of Nova Sco-

Committee Reports (continued)

tia. If interpreted literally, the new act could severely restrict the professional services offered by Nova Scotia Land Surveyors. The ANSLs presented comments to APENS on their new act in 1995. However, APENS declined to make any changes based on our concerns. The Executives of both associations met on several occasions. It was agreed that a joint committee would be formed to try and develop an agreement to establish a Joint Practice Board. It would be the duty of this board to make rulings on issues of professional jurisdiction.

We were advised by our lawyers that ANSLs should revisit our definition of professional land surveying to bring it in line with the services being offered by our members and changes in technology. It was at that point the APENS Liaison Committee began to form. At the Special General Meeting in March, our members approved a new definition of Land Surveying and Professional Land Surveying. This definition has been forwarded to government and APENS for comment.

In June, the groundwork was laid for the APENS Liaison Committee to begin meeting with representatives from APENS. The joint committee is attempting to draft an agreement that would enable APENS to support the proposed ANSLs definition, enable ANSLs to withdraw their opposition to the proposed Engineering and Geoscience Professions Act, develop guidelines to clarify areas of jurisdictional

overlap of the two professions and provide direction for the proposed Joint Practice Committee.

The committee started meeting on July 3, 1996 and has met every week since that time. To date we have reached agreement on some issues and others are still being discussed. The meetings have been intense with frank open discussion leading to a better understanding of each association's position. All members of the joint committee are attempting to reach a satisfactory resolution in a professional and respectful manner. At this time it is unknown if agreement between the two associations will be reached. However, discussions to date have been promising.

The ANSLs committee consists of two parts. The negotiating team that meets with the APENS representatives is made up of Ken Whalen, Phil Milo, Grant McBurney and Bob Daniels. The advisory part of the committee, which reviews the issues discussed at each meeting and provides input, is comprised of Jim Doig, Ken Robb, Bob Feetham and Forbes Thompson. These members have contributed many hours of their time over the summer to this very important issue.

Robert A. Daniels, NSLS, CLS

DATABASE

The Database Committee continues to be on hold until it is possi-

ble to devote the manpower and financial resources to this project. As a result of discussion in 1995, it was recognized that additional revenue would be needed to support this project. If Surveyor's Location Certificates are included under the mandate of the Survey Review Department, the additional revenue will enable development of the database and possibly bring down the price of the present SRD sticker.

On August 19, 1996, a meeting was held with "MINISIS" at the association office. Minisis is a group that has developed information management software primarily for international markets. They are part of the International Development Research Centre in Ottawa. They are presently marketing their software in Canada to government agencies, associations and non-profits organizations. At the present time they are developing a "windows" version that may be suitable for our future needs. This software, along with others, will have to be evaluated to determine which will best suit our members' needs.

Robert A. Daniels, NSLS, CLS.

GANS LIAISON

In previous years there have been attempts to activate the Geomatics Association of Nova Scotia (GANS) Liaison Committee with little success. This year, Bob Daniels was asked to sit on the GANS Board of Directors.

GPS Total Station

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- You can do airborne or marine surveys

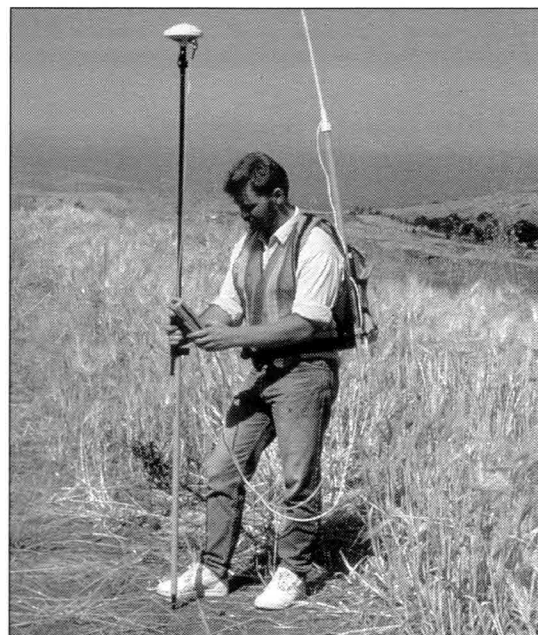
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• **On-Board 500 Point Data Storage**

The DTM-300 will store point name, code, XYZ coordinates and raw data. Design coordinates can also be loaded.

• **Station Setup**

2 or 3 point resections can be calculated by the DTM-300.

• **Three Dimensional Stake-out**

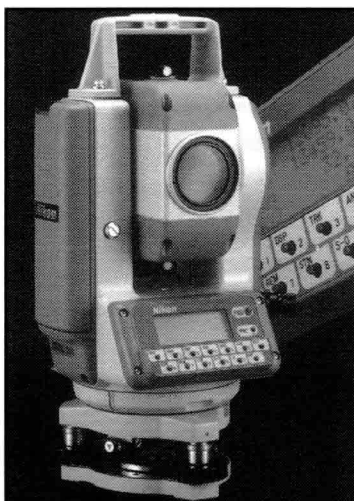
Coordinates can be input or searched and retrieved from a data file. 0-direction countdown, delta display (Left/Right, In/Out, Cut/Fill) for simplified stake-out.

• **COGO Calculation**

Point-to-point inverse and azimuth and distance calculation. Coordinates can be retrieved or stored.

• **Simple to Operate Control Panel**

Large four-line LCD on both faces. Simple keyboard with full numeric keyboard and easy to understand function templates.



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Measures 1000 metres to a single prism. Angle resolution and accuracy: 5 seconds.

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Committee Reports (continued)

This provided the association with an excellent connection to GANS. There have been two meetings of the directors to date. Some of the issues discussed include:

- Increasing membership in GANS
- Possibility of closer alliances with the Champlain Institute, SIANS, Nova Knowledge
- Involvement of GANS in the 1996 Geomatics Conference in New Brunswick
- Possible workshop/seminar on GIS presented by GANS/COGS
- The annual Geomatics Golf Tournament to be held in Amherst on September 6, 1996
- Ethical dealings by government departments.

On behalf of the ANSLS, I have expressed interest in our association playing a role in the 1997 Geomatics Atlantic Conference to be held in Nova Scotia in 1997. This association may be a sponsor for the conference, which would provide more exposure for land surveyors. There may be an opportunity for land surveyors to present technical papers on the application of GIS/GPS projects or technology.

Robert A. Daniels, NSLS, CLS
Chairman

PRIVATE PRACTICE

The Private Practice Committee focused on two main issues in 1996 and a sub-committee was created for each.

A Department of Transportation and Communications (DOT & C) Liaison Committee was formed to meet with representatives of the DOT & C. Joint meetings were held with the representatives of DOT&C on November 15, 1995 and December 12, 1995, at which time we discussed the department's methods of carrying out surveys and the role of the land surveyors they have on staff. The department's concerns centred on the cost effectiveness of making any change to their present operation. However, they did recognize their surveys were not prepared to the standard set by the association. They suggested the ANSLS members review the Resident Engineer Field Manual and make recommendations for discussion. The ANSLS members met on February 22, 1996, April 2, 1996 and May 30, 1996 to review the Resident Engineer Field Manual and identified 46 sections where changes should be made. A compilation of the changes was sent to the ANSLS committee members on June 12, 1996 for comments. A meeting is scheduled for the ANSLS members in late September to finalize the issues and make a formal presentation to the members of the liaison committee.

The Department of Transportation and Communications Liaison

Committee is comprised of Doug MacDonald (C), Paul Slaunwhite, Ken Robb and Bob Daniels.

A Planning Act Review Committee was formed to offer comments on the government's proposed changes to the Planning Act. In February 1996, the association received notice of the proposed changes. A committee was formed to review the act in detail, specifically with the subdivision process in mind. The Committee met on May 8, 1996 and May 22, 1996 and reviewed the proposal in detail. As a result of the review, the committee identified 49 separate issues upon which they offered comment. A brief was prepared and forwarded to the Department of Municipal Affairs. The brief dealt with a wide variety of issues, including:

- time required for the approval process
- municipal notification procedures
- instruments of subdivision
- removing wills from subdivision exemption.

The committee has arranged a meeting with representatives of the Department of Municipal Affairs on September 18, 1996 to discuss our concerns and recommendations in detail.

The Planning Act Review Committee is comprised of David Roberts, Ken Robb, Harold Lively and Bob Daniels.

Robert A. Daniels, NSLS, CLS

Committee Reports (continued)**SURVEY PROFESSION**

The Survey Profession Committee held one meeting in conjunction with the Committee Workshop held in Truro in January 1996. The committee reviewed the overall direction of the association to determine if the Strategic Plan is being followed. At the present time, efforts are focused on keeping the association financially stable by maintaining a balanced budget, updating our act and regulations as necessary, improving relations with the government by means of providing association input on a number of issues such as the Planning Act, developing a plan to finance an association building, increasing public awareness of the land survey profession with a new brochure and "neighbourhood notice cards" and continuing education through COGS, CCLS Liability Insurance Committee and seminars held at the annual meetings. An extended seminar is in the early planning stages for the Spring of 1997.

Progress has been slow on the Manual of Good Practice, Expanded Profession and Mandatory Continuing Education due to the broad scope of these issues and the demand for excessive volunteer time.

Robert A. Daniels, NSLS, CLS
Chairman

PUBLIC RELATIONS**Members:**

Raymond Pottier
George Sellers
Wayne Hardy
Brian MacIntyre (C)

Committee work during the past year has focused on updating and creating literature to give additional public exposure to the surveying profession.

Neighbourhood notice cards have been printed and distributed to the membership for comments and suggestions. An initial run of 500 cards was printed, with approximately 300 being distributed to surveyors. One order for an additional 500 cards has been received plus inquiries from two other surveyors.

Our pamphlets have been revised/condensed and printing may be completed prior to the annual meeting. If they are ready, copies should be available at the meeting.

The Roll of Members (poster format) has been compiled and is undergoing final editing prior to printing. These poster will be distributed to Registry of Deeds offices, municipal offices and planning authorities for public viewing, as was done in the 1970's and 1980's.

Information relating to candidates for the Surveyor of the Year Award has been included with the annual meeting registration package. If name(s) are put forth, the

committee will review submissions and proceed accordingly.

Brian MacIntyre, NSLS
Chairman

NEW MATH?!

60's arithmetic test: "A logger cuts and sells a truckload of lumber for \$100. His cost of production is four fifths of that amount. What is his profit?"

70's new math test: "A logger exchanges a set (L) of lumber for a set (M) of money. The cardinality of Set M is 100. The Set C of production costs contains 20 fewer points. What is the cardinality of Set P of profits?"

80's "dumbed down" version: "A logger cuts and sells a truckload of lumber for \$100. His cost is \$80, his profit is \$20. Find and circle the number 20.

90's version: "An unenlightened logger cuts down a beautiful stand of 100 trees in order to make a \$20 profit. Write an essay explaining how you feel about this as a way to make money. Topic for discussion: How did the forest birds and squirrels feel?"

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FROM THE FIELDBOOK

RETIREMENT

Congratulations to Murray Banks who retired on July 31, 1996 after nearly 25 years with the Surveys Division of the NS Department of Natural Resources.

We wish him well in his future endeavours and hope that he will continue to provide the association with his invaluable input and participation.

TRAFFIC CONTROL MANUAL

Reprints and revisions to the Office and Field Editions of the Temporary Workplace Traffic Control Manual have recently been completed. These manuals are now available at the Nova Scotia Government Bookstore (Toll free tel: 1-800-526-6575).

The following can be purchased:

- Temporary Workplace Traffic Control Manual - Field Edition (1996 Revision) \$ 40
- Revised 1996 pages for insertion in the 1995 Field Edition No Charge
- Temporary Workplace Traffic Control Manual - Second Edition (Office Edition) (1995 Reprints) \$200
- Black & white photocopies of the 1995 Office Edition \$ 25

Indices for the Office and Field Editions are also available at the Bookstore or from this office. If you have any questions or concerns regarding the reprints of either edition of the Temporary Workplace Traffic Control Manual, contact Joe Crowell or Colleen Nixon at (902) 424-4268.

TRUE OR FALSE?

Duncan MacDonald sent in this item, which he found in the August 1996 issue of *"Insectary Notes"*.

The following is apparently a true story. It's a call that a computer support technician received:

Caller: Hello, is this Tech Support?

Tech Rep: Yes it is. How may I help you?

Caller: The cup holder on my PC is broken and I am within my warranty period. How do I go about getting that fixed?

Tech Rep: I'm sorry, but did you say a cup holder?

Caller: Yes, it's attached to the front of my computer.

Tech Rep: Please

excuse me if I seem a bit stumped. It's because I am. Did you receive this as a part of a promotional at a trade show? How did you get this cupholder? Does it have any trademark on it?

Caller: It came with my computer, I don't know anything about a promotional. It just has "4X" on it.

At this point the Tech Rep had to mute the caller, because he couldn't stand it. The caller had been using the load drawer of the CD ROM drive as a cup holder, and snapped it off the drive!

OBITUARY

Robert S. Redden, NSLS # 457, passed away on Wednesday, July 24, 1996 in Hants Community Hospital, Windsor at the age of 51. Born in Windsor, he was the son of Ella (Allen) (Redden) O'Connell and the late James Redden. Robert was a graduate of the Nova Scotia Land Survey Institute (now COGS) in Lawrencetown and received his commission as a Nova Scotia Land Surveyor in 1977. He was a founder and part owner of Redden and Lyon Surveys, Windsor and a member of the Association of NS Land Surveyors. At the time of his death, Robert was employed with the NS Department of Natural Resources in Halifax. He was also active in his community. Robert was a kind and loving husband and father and a friend to everyone who knew him. He is survived by his wife, Sally (Bruce); children, Lisa and Jason; a brother and niece. We extend our deepest sympathy to his family.

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POINTS:

Survey Complete includes point editing, management, display, reporting, locking, and stakeout options. All point data is stored in a database on your hard drive or network. This means you can simultaneously share data between other team members working on the same project.

TERRAIN MODELING:

Survey Complete offers a flexible and powerful surface modeling and analysis engine. Create highly accurate surface models based on points, contours, 3D objects, and faultlines. Dynamic surface editing tools let you build accurate models in a minimal amount of time. Contours are automatically created and surfaces are represented as a 3D grid, 3D surface, or as a slope/elevation range map.

SITWORK:

Survey Complete provides tools for establishing a proposed grading scheme and calculating cut/fill volumes. Quickly layout proposed buildings, parking lots, or septic systems and retrieve cut/fill volumes. Ideal for presenting proposed site changes.

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Survey Complete is powered with Autodesk technology.

The Autodesk OEM component technology built into the software lets you read and write AutoCAD R12 drawings. No translation is required when sharing drawings with other AutoCAD designers or drafters.

Data created using *Survey Complete* is 100% compatible with Softdesk's S7 Civil Engineering and Surveying products for AutoCAD®.

All survey, point, surface, lot, and roadway data can be simultaneously shared with other design team members on a network.

No conversion of survey data is required using Softdesk® version 7 products.

Survey Complete includes many features from the award-winning AutoCAD-based Softdesk 7 Civil/Survey product family.

You will find so much functionality for so little cost.

Survey Complete is developed by Softdesk.

Softdesk represents years of leading-edge industry standard technology. *Survey Complete* is based on proven products being used on all types of projects by all types of companies.

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You get a complete 3D drawing solution with survey-specific functionality. No other CAD software is required.

Informative learning tools to help you use the product.

The software is delivered with on-line, task-oriented help, a Q & A section, and a "getting started" guide which outlines basic concepts and tasks.

Easy to use interface.

Commands can be run from a logical menu system, toolbar, or from a quick "popup" menu. It's easy to access and perform the task at hand.

Robust Feature Offering.

Survey Complete provides a broad set of tools specific to the needs of the surveying professional. It's perfect for independent surveyors.

Local Training and Support.

Survey Complete is distributed through Norman Wade Company Limited. Norman Wade is available to train, support and integrate *Survey Complete* into your survey/design operation.

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VIEWING:

Change view orientation. 3D view capabilities help you visualize and present the site. Split viewports create views at varying scales in the drawing. *Survey Complete* uses standard AutoCAD layering for all entities.

EDITING:

Survey Complete includes a full set of standard editing tools to help you create and edit drawings. Commands are found on pulldown menus, the tool bar, or a "popup" menu.

ROADS:

Survey Complete takes on plans and profiles for simple subdivisions or secondary roadways. The tools allow you to create roadway "as-built" drawings based on survey and design data.

LOTS:

Utilities let you size lots based on different factors. Once defined, a lot is saved in a database where area, mapcheck, and inverse data can be reported.

DRAFTING:

Survey Complete offers a wide range of flexible and easy to use drafting capabilities. The draft menu includes the features required to finish off your plan.

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AUDITORS' REPORT

TO THE PRESIDENT, COUNCIL AND
MEMBERS OF THE ASSOCIATION
OF NOVA SCOTIA LAND SURVEYORS

We have audited the balance sheet of The Association of Nova Scotia Land Surveyors as at December 31, 1995 and the statements of operations and accumulated operating surplus and changes in financial position for the period then ended. These financial statements are the responsibility of The Association of Nova Scotia Land Surveyors' management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly in all material respects, the financial position of the Association as at December 31, 1995 and the results of its operations and the changes in its financial position for the period then ended in accordance with generally accepted accounting principles.



CHARTERED ACCOUNTANTS

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

BALANCE SHEET AS AT DECEMBER 31, 1995

	December 31 1995 \$	September 30 1994 \$
ASSETS		
CURRENT ASSETS		
Cash	119,943	80,013
Accounts receivable -		
Administration	298	150
Survey review department	14,191	15,520
Prepaid expenses	<u>-</u>	<u>2,202</u>
	134,432	97,885
FURNITURE AND EQUIPMENT - at cost, less accumulated depreciation of \$13,240 (1994 - \$14,343)	6,038	8,920
BUILDING FUND - restricted cash and short-term deposits	<u>12,092</u>	<u>11,121</u>
	<u>152,562</u>	<u>117,926</u>
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities -		
Survey review department	2,392	-
Administration	10,286	8,976
Deferred revenue	<u>57,623</u>	<u>48,345</u>
	<u>70,301</u>	<u>57,321</u>
MEMBERS' EQUITY		
ACCUMULATED OPERATING SURPLUS	70,169	49,484
BUILDING FUND (note 2)	<u>12,092</u>	<u>11,121</u>
	<u>82,261</u>	<u>60,605</u>
	<u>152,562</u>	<u>117,926</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
STATEMENT OF OPERATIONS AND ACCUMULATED OPERATING SURPLUS
FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

	Budget 1995 \$	Actual (15 Months) 1995 \$	Actual (12 Months) 1994 \$
REVENUE			
General operations (schedule A)	239,143	231,950	184,634
Other operations (schedule A)	<u>3,975</u>	<u>3,903</u>	<u>15,791</u>
	<u>243,118</u>	<u>235,853</u>	<u>200,425</u>
EXPENSES			
Administration (schedule B)	189,555	179,787	126,793
Committees (schedule B)	10,250	4,667	2,402
Grants, levies and awards (schedule C)	13,100	11,535	12,499
Board of Examiners (schedule C)	1,325	909	987
Office accommodations (schedule C)	17,205	14,351	14,590
Telephone and fax (schedule C)	5,000	4,303	4,051
Miscellaneous (schedule C)	<u>1,250</u>	<u>898</u>	<u>610</u>
	<u>237,685</u>	<u>216,450</u>	<u>161,932</u>
OPERATING SURPLUS BEFORE THE FOLLOWING	5,433	19,403	38,493
SURVEY REVIEW DEPARTMENT (Schedule D)	<u>900</u>	<u>1,282</u>	<u>(13,151)</u>
OPERATING SURPLUS	<u>6,333</u>	20,685	25,342
ACCUMULATED OPERATING SURPLUS - BEGINNING OF PERIOD		<u>49,484</u>	<u>24,142</u>
ACCUMULATED OPERATING SURPLUS - END OF PERIOD		<u>70,169</u>	<u>49,484</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
STATEMENT OF CHANGES IN FINANCIAL POSITION
FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

	(15 Months) 1995 \$	(12 Months) 1994 \$
OPERATING ACTIVITIES		
Operating surplus for the period	20,685	25,342
Charges to surplus not involving cash -		
Depreciation	1,509	2,230
Loss on disposal of equipment	<u>1,373</u>	<u>1,374</u>
	23,567	28,946
Net change in non-cash working capital balances related to operations	<u>16,363</u>	<u>(18,594)</u>
INCREASE IN CASH	39,930	10,352
CASH - BEGINNING OF PERIOD	<u>80,013</u>	<u>69,661</u>
CASH - END OF PERIOD	<u>119,943</u>	<u>80,013</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
 NOTES TO FINANCIAL STATEMENTS
 FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

1. ACCOUNTING POLICIES

Fixed assets

Commencing on October 1, 1993, expenditures for fixed assets are being expensed as incurred.

Depreciation

Furniture and equipment acquired prior to October 1, 1993 are being depreciated using the declining balance method at the annual rate of 20%.

Building fund

The Association has designated a portion of its operations into a fund for the purchase of a building. This fund summarizes cash receipts for which the Association has placed restrictions on its use.

	(December 31) 1995 \$	(September 30) 1994 \$
2. BUILDING FUND		
Balance - Beginning of period	11,121	10,665
Contributed - Levy	-	50
- Fund raising	-	409
- Interest earned	<u>971</u>	<u>220</u>
	12,092	11,344
Fund raising costs	<u>-</u>	<u>(223)</u>
Balance - End of period	<u><u>12,092</u></u>	<u><u>11,121</u></u>

3. LEASE COMMITMENT

The minimum requirement under a long-term property lease expiring March 1998 is \$9,820.

The annual requirement under a second long-term property lease is \$3,600.

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
NOTES TO FINANCIAL STATEMENTS
FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

4. COMPARATIVE FIGURES

Certain of the 1994 comparative figures on the statement of operations have been restated to conform to the 1995 financial statement presentation.

5. CHANGE IN YEAR END

The Association has received permission from Revenue Canada Taxation to change its fiscal year end from September 30 to December 31, effective December 31, 1995.

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE A

SCHEDULE OF REVENUE

FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

	Budget 1995 \$	Actual (15 Months) 1995 \$	Actual (12 Months) 1994 \$
GENERAL OPERATIONS			
Membership dues			
- regular	187,500	184,675	154,069
- retired	3,150	3,893	2,467
- non-practicing	563	562	450
- associate	1,312	937	1,200
- student	<u>900</u>	<u>1,122</u>	<u>787</u>
Total membership dues	193,425	191,189	158,973
Nova Scotian Surveyor	4,000	3,384	3,412
Convention receipts	34,000	29,948	18,816
Certificates of authorization	1,593	1,625	1,300
Discipline committee	3,750	-	-
N.S.L.S. manual	100	30	65
Interest income	1,875	4,699	2,068
Miscellaneous	-	445	-
Continuing education	<u>400</u>	<u>630</u>	<u>-</u>
	<u>239,143</u>	<u>231,950</u>	<u>184,634</u>
OTHER OPERATIONS			
Service charges	1,000	1,241	897
SRD Administration fee	<u>2,975</u>	<u>2,662</u>	<u>14,894</u>
	<u>3,975</u>	<u>3,903</u>	<u>15,791</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE B

SCHEDULE OF EXPENSES

	Budget 1995 \$	Actual (15 Months) 1995 \$	Actual (12 Months) 1994 \$
ADMINISTRATION			
Salary - Executive director	57,500	57,678	34,990
- Office administrator	25,000	26,622	20,400
Benefits - medical and dental	3,132	3,125	2,906
CPP, UIC and workers' compensation	5,148	5,227	3,680
General meeting - convention	44,000	37,881	20,153
Council meetings	3,750	3,003	1,293
Zone meetings	1,875	1,126	1,020
Executive expenses	12,500	12,661	8,426
Executive director expenses	2,500	1,285	1,830
Staff training and education	500	150	222
Postage	6,250	5,948	4,379
Printing	1,000	1,072	458
Office supplies	3,750	3,623	4,939
Equipment rental and maintenance	3,350	2,332	2,525
Equipment purchases	1,800	2,347	4,035
Photocopier	-	-	3,601
Accounting services	2,500	1,231	1,627
Legal services	3,500	3,908	1,233
Professional dues and fees	1,000	1,213	1,143
Seminars	500	412	-
Advertising	1,000	302	-
Nova Scotian Surveyor	6,500	7,207	5,149
Depreciation	2,500	1,051	1,410
Loss on disposal of equipment	-	383	1,374
	<u>189,555</u>	<u>179,787</u>	<u>126,793</u>
COMMITTEES			
Discipline	3,750	-	-
Complaints	1,000	226	491
Public relations	625	233	-
Statutes and by-laws	450	210	303
Liaison - A.P.E.N.S.	125	571	-
Administration review	-	258	-
SRD review	-	1,555	-
Continuing education	500	-	-
Workshop	1,000	935	758
Manual of Good Practice	2,000	665	-
Other	800	14	564
Surveyor's forum	-	-	286
	<u>10,250</u>	<u>4,667</u>	<u>2,402</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE C

SCHEDULE OF EXPENSES

FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

	Budget 1995 \$	Actual (15 Months) 1995 \$	Actual (12 Months) 1994 \$
GRANTS, LEVIES AND AWARDS			
C.O.G.S. grant	1,600	1,600	1,600
C.C.L.S. levy	10,000	9,840	10,240
C.O.G.S. outreach program	<u>1,500</u>	<u>95</u>	<u>659</u>
	<u>13,100</u>	<u>11,535</u>	<u>12,499</u>
BOARD OF EXAMINERS			
N.S. Board of Examiners	125	78	8
Atlantic Board	<u>1,200</u>	<u>831</u>	<u>979</u>
	<u>1,325</u>	<u>909</u>	<u>987</u>
OFFICE ACCOMMODATIONS			
Rent	14,355	12,721	14,138
Utilities	1,100	484	844
Taxes (Recovery)	900	660	(970)
Insurance and bonding	750	478	534
Cleaning	<u>100</u>	<u>8</u>	<u>44</u>
	<u>17,205</u>	<u>14,351</u>	<u>14,590</u>
TELEPHONE AND FAX			
	<u>5,000</u>	<u>4,303</u>	<u>4,051</u>
MISCELLANEOUS			
Interest and bank charges	500	445	214
Courier	150	188	62
Refreshments	500	214	338
Other	<u>100</u>	<u>51</u>	<u>(4)</u>
	<u>1,250</u>	<u>898</u>	<u>610</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE D

SCHEDULE OF SURVEY REVIEW DEPARTMENT

FOR THE FIFTEEN MONTHS ENDED DECEMBER 31, 1995

	Budget 1995 \$	Actual (15 Months) 1995 \$	Actual (12 Months) 1994 \$
REVENUE			
Stickers	101,195	94,524	55,001
Seminar	<u>500</u>	<u>-</u>	<u>-</u>
	<u>101,695</u>	<u>94,524</u>	<u>55,001</u>
EXPENSES			
Sticker purchases	-	-	1,560
Administration fee	3,129	2,662	14,894
Manager's salary	50,334	51,314	34,419
Staff salary	14,040	11,700	12,060
Benefits - medical and dental	1,846	1,995	-
CPP, UIC and workers' compensation	4,709	3,860	2,534
Manager's expenses	6,625	3,838	653
Seminar	500	-	-
Professional dues and fees	1,188	965	425
Depreciation	1,250	458	820
Rent and taxes	6,724	6,583	647
Office, photocopier, postage and courier	3,550	2,430	51
Telephone and fax	1,875	1,589	89
Equipment purchases	3,000	2,927	-
Equipment maintenance	500	441	-
Accounting	650	610	-
Insurance	250	354	-
Staff training and education	500	167	-
Interest and bank charges	-	359	-
Miscellaneous	125	-	-
Loss on disposal of equipment	<u>-</u>	<u>990</u>	<u>-</u>
	<u>100,795</u>	<u>93,242</u>	<u>68,152</u>
OPERATING SURPLUS (DEFICIT)	<u>900</u>	<u>1,282</u>	<u>(13,151)</u>

1997 DRAFT BUDGET

(September 4, 1996)

ADMINISTRATION		1997 Budget (proposed)	1996 Budget	1996 Actual (estimate)
REVENUE (Based on twelve months of 1997)				
Membership Dues				
Regular Members	(237 @ \$620) (see note 1)	\$146,940	\$148,800	\$148,955
Retired Members	(31 @ \$93)	\$2,883	\$3,255	\$2,953
Non Practising Members	(3 @ \$155)	\$465	\$465	\$465
Associate Members	(3 @ \$155)	\$465	\$620	\$465
Student Members	(14 @ \$62)	\$868	\$868	\$871
Total Membership Dues		\$151,621	\$154,008	\$153,709
Nova Scotian Surveyor	(see note 2)	\$2,700	\$2,700	\$2,775
Convention Receipts		\$17,000	\$17,000	\$17,000
Certificates of Authorization	(50 @ \$25)	\$1,250	\$1,250	\$1,250
Continuing Education/Seminars	(see note 3)	\$400	\$400	\$570
Discipline Committee	(see note 4)	\$1,000	\$1,000	\$0
Interest Income	(see note 5)	\$1,800	\$1,800	\$2,600
Other Revenue		\$ 50	\$0	\$125
Sub Total		\$24,200	\$24,150	\$24,320
Other Operations				
Dues Service Charge		\$1,400	\$1000	\$1,630
SRD Administration Fee	(see note 6)	\$2,642	\$2,642	\$2,142
Sub Total		\$4,042	\$3,642	\$3,772
Total Revenue		<u>\$179,863</u>	<u>\$181,800</u>	<u>\$181,801</u>

ADMINISTRATION

		1997 Budget (proposed)	1996 Budget	1996 Actual (estimate)
EXPENSES (Based on the twelve months of 1997)				
Salary	- Executive Director	\$46,000	\$46,000	\$46,000
	- Office Administrator	\$21,420	\$21,420	\$21,420
Benefits	- Medical and Dental	\$3,200	\$2,700	\$2,861
	- CPP	\$1,450	\$1,350	\$1,399
	- UIC	\$2,700	\$2,800	\$2,495
	- Workers Compensation	\$285	\$275	\$282
Sub Total		\$75,055	\$74,545	\$74,457
Accounting		\$1,200	\$1,300	\$1,150
Advertising		\$350	\$400	\$320
Annual Meeting & Convention		\$22,000	\$22,000	\$22,000
Council Meetings		\$3,000	\$3,000	\$3,000
Depreciation		\$800	\$1,400	\$840
Equipment Rental/Maintenance	(see note 7)	\$2,700	\$2,700	\$2,387
Executive Director Expenses	(see note 8)	\$1,400	\$1,500	\$1,170
Executive Expenses	(see note 9)	\$1,000	\$2,000	\$1,232
Legal Services		\$4,500	\$4,500	\$4,500
NS Surveyor	(see note 2)	\$6,000	\$5,700	\$6,030
Office and Computer Equipment		\$100	\$0	\$79
Office Expense		\$3,000	\$3,000	\$2,800
Postage		\$5,000	\$5,000	\$5,000
President's Travel	(see note 9)	\$9,000	\$9,000	\$9,300
Printing	(see note 10)	\$1,000	\$1,000	\$1,711
Professional Dues and Fees	(see note 11)	\$1,000	\$900	\$980
Staff Training		\$200	\$400	\$0
Seminars	(see note 3)	\$500	\$500	\$358
Zone Meeting		\$1,800	\$1,800	\$1,500
Sub Total		\$64,550	\$66,100	\$64,357

Administration (continued)		1997 Budget (proposed)	1996 Budget	1996 Actual (estimate)
Committees				
Administration Review Committee		\$500	\$500	\$250
APENS Liaison Committee		\$250	\$250	\$1,600
Building Committee		\$200	\$200	\$100
By-Laws Committee		\$125	\$125	\$0
Committee Workshop		\$1,000	\$1,000	\$889
Complaints Committee		\$700	\$700	\$100
Continuing Education Committee		\$500	\$500	\$100
Discipline Committee	(see note 4)	\$3,000	\$3,000	\$0
Manual of Good Practice		\$1,000	\$1,000	(\$331)
Private Practice Committee		\$200	\$200	\$0
Public Relations Committee		\$1,000	\$1,000	\$1,000
SRD Review Committee	(see note 6)	\$0	\$0	\$0
Statutes Committee		\$250	\$250	\$210
Surveyors Forum	(see note 12)	\$0	\$500	\$55
Other Committees		\$500	\$500	\$0
Sub Total		\$9,225	\$9,725	\$3,973
Grants, Levies and Awards				
APBELS levy	(see note 13)	\$711	\$720	\$738
CCLS levy	(see note 14)	\$11,850	\$12,000	\$12,100
COGS Awards	(see note 15)	\$1,600	\$1,600	\$1,600
COGS Outreach		\$0	\$500	\$0
Sub Total		\$14,161	\$14,820	\$14,438
Boards of Examiners				
Atlantic Board	(see note 16)	\$300	\$300	\$100
Nova Scotia Board		\$100	\$100	\$50
Sub Total		\$400	\$400	\$150

Administration (continued)	1997 Budget (proposed)	1996 Budget	1996 Actual (estimate)
Accommodation			
Cleaning	\$50	\$50	\$25
Insurance and Bonding	\$500	\$500	\$474
Rent	\$9,840	\$9840	\$9,820
Taxes	\$700	\$700	\$660
Utilities (see note 17)	\$0	\$0	\$0
Sub Total	\$11,090	\$11,090	\$10,979
Telephone, Fax & E-Mail	\$4,000	\$4,000	\$3,700
Miscellaneous			
Interest and Bank Charges	\$350	\$400	\$250
Courier	\$150	\$125	\$150
Miscellaneous Expense	\$100	\$100	\$50
Refreshments (see note 18)	\$300	\$300	\$200
Surveyors Stamp (see note 19)	\$0	\$0	\$0
Sub Total	\$900	\$925	\$650
Total	<u>\$179,381</u>	<u>\$181,605</u>	<u>\$172,704</u>
Surplus/(deficit)	\$482	\$195	\$9,097

SURVEY REVIEW DEPARTMENT 1997

REVENUE

	1997 Budget (proposed)	1996 Budget	1996 Actual (estimate)
Stickers	77,700 (note 1)	77,700	73,630
Seminar	0	0	0
TOTAL REVENUE	<u>77,700</u>	<u>77,700</u>	<u>73,371</u>

EXPENSES

Sticker Purchases	0	0	0
Salary - Manager	42,500	42,500	42,500
- Technician	11,700	9,360	10,890
Benefits - CPP	1,200	1,050	1,107
- UIC	2,200	2,250	2,068
- Workers Comp	235	220	225
- Medical & Dental	1,800	1,575	1,624
Manager's Expense	4,000	4,000	3,700
Seminars	0	0	0
Professional Dues and Fees	910	815	910
Depreciation	200	660	370
Administration Fee	2,642 (note 2)	2,650	2,142
Accounting	550	500	500
Courier	50	100	0
Equipment Rental & Maint.	400	400	250
Insurance	250	375	229
Interest & Bank Charges	320	275	310
Miscellaneous	100	100	0
Office Expense	650	1,000	600
Office & Computer Equipment	500	1,000	650
Postage	1,000	1,000	800
Printing	200	0	185
Rent	3,600	3,600	3,600
Staff Training	400	400	0
Taxes	200	200	0
Telephone & Fax	1,000	1,400	950
TOTAL EXPENSES:	<u>76,607</u>	<u>75,430</u>	<u>73,610</u>
NET SURPLUS/DEFICIT	1,093	2,270	(239)

Administration Notes:

1. At the present time there are 239 regular members, however there has been a continuous decrease in the membership over the past number of years. Therefore the 1997 Budget is based on 237 regular members.
2. It is anticipated that there will be three issues of The Nova Scotian Surveyor in the 1997 budget period.
3. This includes the CCLS Loss Control Seminar which will probably occur in 1997.
4. In any discipline action, only the expenses of the committee can be claimed against the member. Expenses incurred by the association for legal counsel to prosecute the member cannot be claimed.
5. Interest accrued from dues being invested in short term T-Bills or GIC's.
6. The SRD Administration Fee is comprised of 10% of the Office Administrator salary (\$21,420), plus 100%, to a maximum of \$500, of the SRD Review Committee expense. If the committee expense exceeds \$500, the overrun will be charged to administration account # 1212 (SRD Review Committee).
7. Rental fees and maintenance contracts for the photocopier, postage meter, postage machine and repairs to other office equipment.

Photocopier	- \$1150
Postage Meter	- \$400
Postage Machine	- \$350
Repairs	- \$800
8. Executive Director expenses are for travel, meals, accommodations etc. incurred by the Executive Director travelling within the province of Nova Scotia to attend zone meetings, executive meetings etc. Travel to other provinces is acceptable, provided the business is directly related to Association affairs and is approved by the Executive.
9. Executive expenses are for travel, meals, accommodations etc. incurred by the President, Vice-President and Past President within the province of Nova Scotia to attend zone meetings, executive meetings etc.

President's travel is for out of province travel of the President or their designate to attend meetings of other associations.
10. Printing of the Roll, By-Laws, Regulations etc.
11. Professional dues and fees include ANSLs dues, ACLS dues, CIG dues, GANS dues for Executive Director.
12. The Surveyors' Forum is held at COGS every two years. It is anticipated there will

not be a forum in 1997.

13. The APBELS levy is based on \$3 per regular member.
14. This CCLS levy is based on \$50 per regular member.
15. This is for three awards that are presented annually to students at COGS.
16. Travel costs for our representatives to attend the annual APBELS meeting.
17. Under the new lease, the power bill is included in the rent.
18. Coffee, soft drinks, juice etc. kept in the office for members, guests, staff, council and committee meetings.
19. New members purchase their professional stamp through the Association, but it is a neutral item as far as costs.

SRD Notes:

1. Revenue based on average year sales.
2. Includes \$500 for SRD Review Committee Expenses.

Notice of Motions (continued)

under the name of the member who certified it.

- (7) The Survey Review Department may keep on file any record or plan or Surveyor's Location Certificate as provided in the administrative procedures and may destroy any record or plan or Surveyor's Location Certificate not required to be kept on file.

Review Process

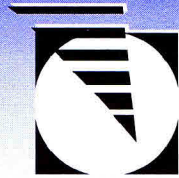
- 95 The Survey Review Department may conduct a systematic plan or Surveyor's Location Certificate review or a comprehensive review in accordance with these regulations for each member.

Systematic Review

- 96(1) The systematic plan or Surveyor's Location Certificate review shall consist of the review and examination of a minimum of one plan and Surveyor's Location Certificate per member in each calendar year.
- (2) As part of the systematic plan or Surveyor's Location Certificate review, the Survey Review Department may conduct field inspections with respect to any plan or Surveyor's Location Certificate under review and may request supporting information from a member.
- (3) A written report shall be prepared for each plan or Surveyor's Location Certificate reviewed and a copy of the report forwarded forthwith to the member whose plan or Surveyor's Location Certificate was the subject of the review.
- (4) If the systematic plan or Surveyor's Location Certificate review, in the judgement of the Survey Review Department, indicates material non-conformity, with respect to any legislation, guidelines or standards mentioned in Section 93(2), the Survey Review Department shall review other plans or Surveyor's Location Certificates prepared by the member.
- (5) If the review performed under subsection (4) discloses, in the judgement of the Survey Review Department, non-conformity or material non-conformity of such a nature as to render any survey ineffective, the Survey Review Department shall conduct a comprehensive plan review of that member.

Comprehensive Plan Review

- 97(1) A comprehensive plan review shall consist of a review and examination by the Survey Review Department of any plan or Surveyor's Location Certificate certified by a member which is on file in the Survey Review Department together with a review of other plans or Surveyor's Location Certificates selected by the Survey Review Department.
- (2) The Survey Review Department shall, by written notice, notify a member that it is conducting a comprehensive plan review.
- (3) As part of a comprehensive plan review, the Survey Review Department may conduct a field inspection with respect to any plan or Surveyor's Location Certificate under review and, upon reasonable notice, may interview a member at the member's normal place of business.



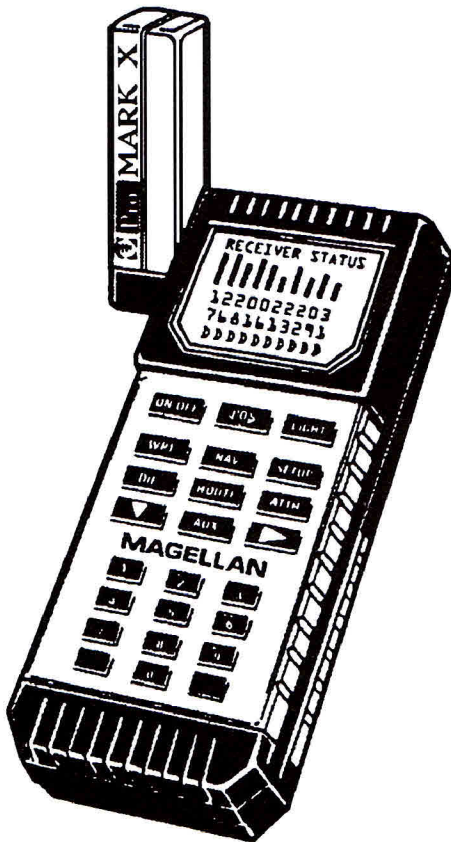
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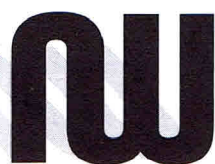
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