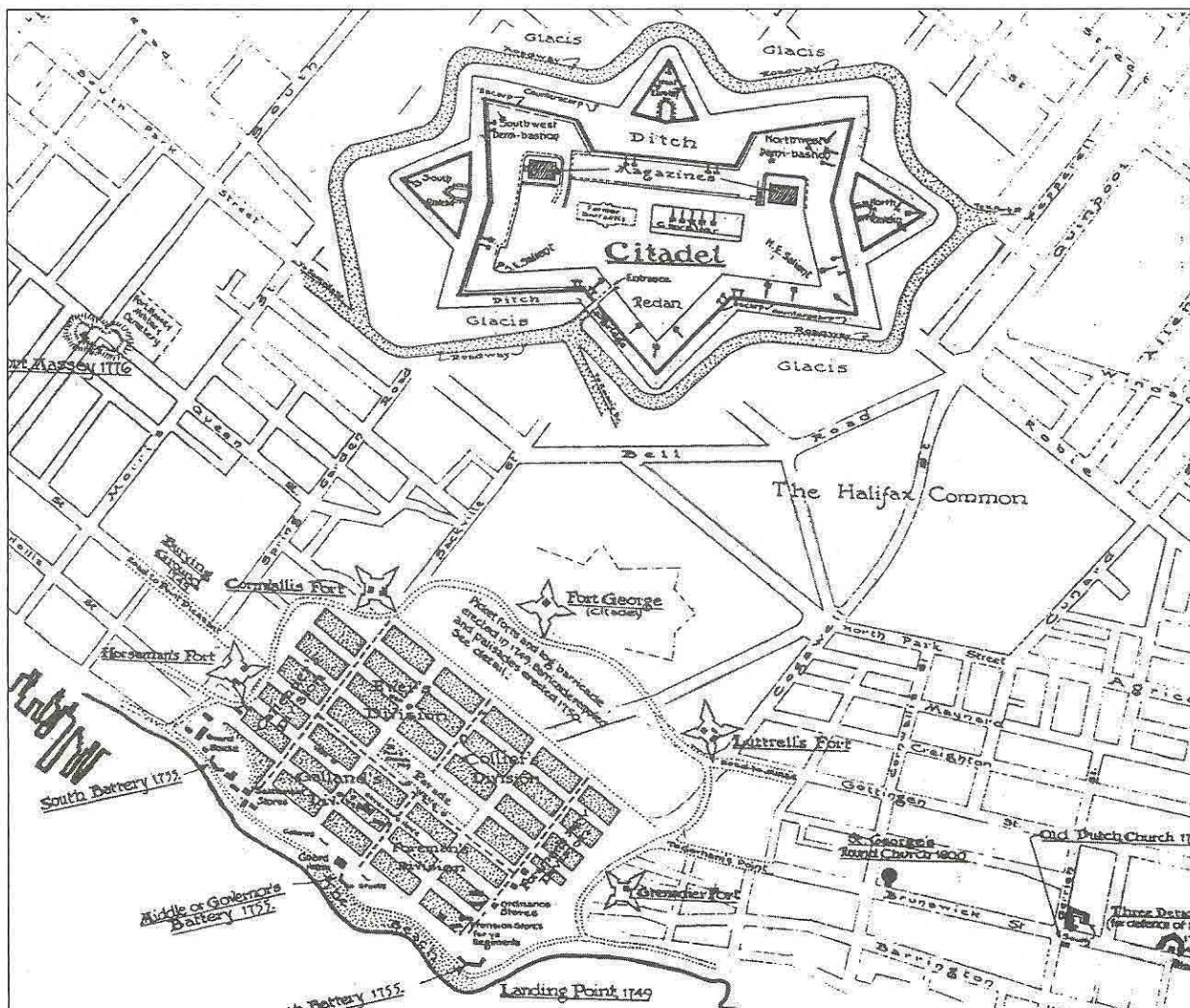


# THE NOVA SCOTIAN SURVEYOR

Fall 1998

No. 158



**48th Annual General Meeting  
Prince George Hotel, Halifax  
October 28, 29, 30, 1998**

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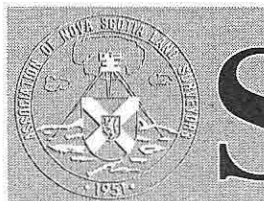
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# THE NOVA SCOTIAN SURVEYOR

FALL 1998

No. 158

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## THE NOVA SCOTIAN SURVEYOR

**Editor:** Robert A. Daniels

**Production:** Kathy Alcorn  
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, 325-A Prince Albert Road, Dartmouth, Nova Scotia, B2Y 1N5 Canada. Tel: (902) 469-7962 Fax: (902) 469-7963 E-mail: [ansls@ns.sympatico.ca](mailto:ansls@ns.sympatico.ca)

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Letters to the Editor should be limited to one page.

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## PRESIDENT'S REPORT

*Joseph R. Alcorn, NSLS*



The old saying "time flies" certainly did not take a back seat this year. It's hard to believe the summer is drawing to a close, which means that fall and our 48th annual general meeting is quickly approaching.

Since my last report, my travels have taken me to Alberta and Newfoundland, while Gerald Pottier represented us in Quebec and Prince Edward Island.

Alberta is currently in the process of completing round 1 (benchmark round) of a practice review program. This review involves every Alberta Land Surveyor and consists of:

- interviews with office staff regarding procedures and duties
- random examination of files
- random examination of plans
- examination of corresponding field work.

The benchmark round is due to wind up this fall and will have a final price tag of approximately \$8000 per Surveyor with a total cost of \$1.25 million. Alberta is also in the process of trying to move their regulations from a legislative format to something that would be included

in a manual of good practice. Some feel that it is easier for the membership to make modifications to the regulations if they are not entrenched in legislation. Mandatory continuing education was also a hot topic. An obvious majority of the members agreed with the principle of mandatory continuing education, but it was felt some more work should be done on the credit system before it could be adopted.

Newfoundland also dealt with mandatory continuing education this year. Not only did the majority agree on the principle, they also agreed on the structure of the credit system and the entire package passed with an overwhelming majority. The Newfoundland association is also facing a dilemma with The Association of Professional Engineers and Geoscientists. This Association (APEGN) has put forward to the government a position paper which embraces the definition of surveying as part of their regulations. The Association of Newfoundland Surveyors has expressed major concerns to the government regarding this issue. The government has responded by indicating that the associations concerns would be taken under advisement.

On the home front, our association is now into our new office and no longer throwing money away on rent. Bob, Kathy and Fred have settled in rather nicely to their new surroundings. Having our own office is an investment we can all benefit from and a tremendous step in the right direction for our association. I would like to thank the building committee members for all the work they have done over the years. They have nurtured a vision from a long-range plan to reality. The committee con-

sisted of Ed Rice, Fred Hutchinson, Bob Feetham, Allen Hunter, Murray Banks and Rod MacInnis. Congratulations and good work.

I would like to extend special thanks to Jim and Sharon Gunn who have spent many years serving our association. Jim, as SRD manager / executive director, and Sharon, as technical assistant, have served our association well and deserve a lot of credit for the years of tireless service to our association. We have all benefited greatly from their hard work. Thank you Jim and Sharon.

This year our AGM returns to Halifax. It will be held at the Prince George Hotel on October 28, 29, and 30. Along with the usual good times that happen around convention time, there should be a few hot topics up for discussion at our business meetings. Mandatory continuing education, possible re-wording of our definition, Manual of Good practice, and an Alternate Dispute Resolution (ADR) process are just a few of the issues which will hit the floor this year. I suppose if these don't raise some discussion, then a motion to increase the dues could.

In closing I would just like to say that it has been a fantastic year for me. It is an experience that every member should go through at some point in life. Thanks to the outstanding support from Bob and Kathy, all the hard work seems to be taken out of the presidency, leaving behind only the enjoyable parts. This support was greatly appreciated, believe me. Thank you Bob and Kathy.

I hope everyone else's year was as good as mine. See you at the convention!

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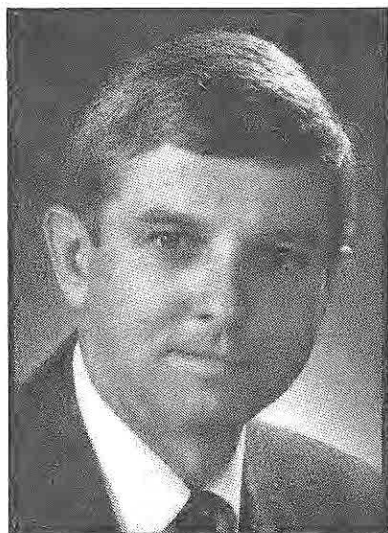
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## EXECUTIVE DIRECTOR'S REPORT

Robert A. Daniels, NSLS, CLS



Usually the Executive Director's Report is a summary of issues and occurrences that are of interest to the members. However, if you take the time to read the reports printed in this issue of *The Nova Scotian Surveyor*, and attend the AGM, you will be well-informed and also able to ask questions. So I thought that I would comment on a couple of other things that are of general interest.

How is Marcellin Chiasson these days? As most of you know, Marcellin was stricken with blepharospasm (uncontrolled closing of the eyelids). For the past year or so he has undergone numerous tests and drug therapies with little success. Late this spring, Marcellin and Yvette went to Ottawa where Marcellin was operated on by one of the world's best eye surgeons. The report to date is that the operation has been somewhat successful. I had the opportunity to visit Marcellin a few weeks ago and he is making good progress.

We get numerous survey publications at the association office. There are a number of good articles from time to time and I have compiled a binder full of items relating to boundary determination.

In the latest issue of *The Nevada Traverse* there is a collection of questions purportedly asked by lawyers. It is no secret that lawyers are often the butt of many jokes and anecdotes. Here are a few for you to consider. I hope you enjoy them.

1. "Now doctor, isn't it true that when a person dies in his sleep, he doesn't know it until the next morning?"
2. Q: "So the date of the conception (of the baby) was August 8th?"  
A: "Yes."  
Q: "And what were you doing at that time?"
3. Q: "How was your first marriage terminated?"  
A: "By death."  
Q: "And by whose death was it terminated?"
4. Q: "Is your appearance here this morning due to the deposition notice which I sent your attorney?"  
A: "No, this is how I dress when I go to work."

5. Q: "All your responses must be oral, OK? What school did you go to?"  
A: "Oral."
6. Q: "Do you recall the time that you examined the body?"  
A: "The autopsy started at 8:30 pm."  
Q: "And Mr. Dennington was dead at the time?"  
A: "No, he was sitting on the table wondering why I was doing an autopsy."
7. Q: "Doctor, before you performed the autopsy, did you check for a pulse?"  
A: "No."  
Q: "Did you check for blood pressure?"  
A: "No."  
Q: "Did you check for breathing?"  
A: "No."  
Q: "So, then it is possible that the patient was alive when you began the autopsy?"  
A: "No."  
Q: "How can you be so sure, Doctor?"  
A: "Because his brain was sitting in a jar on my desk."  
Q: "But could the patient have still been alive nevertheless?"  
A: "It is possible that he could have been alive and practicing law somewhere."

Be sure to attend the 1998 AGM!



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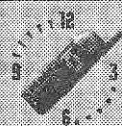
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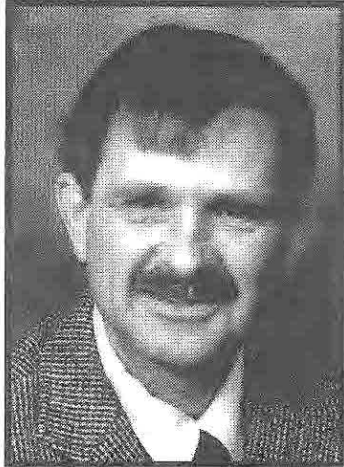
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## SRD MANAGER'S REPORT

*by Fred Hutchinson, NSLS, CLS*



The Survey Review Department (SRD) has undergone a change this year. The location was moved from Ingonish to Dartmouth as of April 1<sup>st</sup> and I assumed the position of manager on May 1<sup>st</sup>. Another change was made in mid-July, when the new office building was ready for occupancy. The move went quite smoothly and nothing seemed to get lost. As a matter of fact we even found things that we did not know we had. Assistance over the summer months was provided by a full-time student from COGS, Andrew Rodgers, who proved to be very competent in the position.

I would like to thank both Jim and Sharon Gunn for their work as manager and technician respectively of SRD. Their thoroughness in the fields of accounting and management made the transition quite smooth. I spent a day at the Ingonish office in April to review the day-to-day procedures and have consulted with Jim on several occasions about various items.

The new office location is working quite well. SRD has been able to assist the administration staff in dealing with the public and during vacation times. The opposite has also been beneficial, in that the office staff has covered for SRD during field trips and outside appointments. I would like to thank Bob Daniels for his advice and comments on certain matters. It's always good to have a second opinion.

The reviews this summer have included several field trips to view survey plan sites and location certificate sites. SRD has made an attempt to look at every plan and location certificate this summer. I have sent comments to surveyors about their plans as they relate to the Regulations and I have also made comments about general survey practices. Some of the comments are personal opinions, while others are based on what I consider to be accepted practices. Most of my reviews have been accepted by the members in the spirit in which they were intended, while some met with a little opposition. I have been asking for additional information on some reviews such as deeds, field notes, and existing plans. All requests have been complied with, including the production of a new plan.

Plan submissions for the first eight months of this year totalled 1972. This results in about a 20% shortfall compared to the same period in 1997, when 2450 plans were submitted. Hopefully submissions will be up during the

next four months so as not to affect the 1998 budget. Location certificate sales have totalled 12123 from their introduction on May 15, 1997 to August 31, 1998. The sales for the first eight months of 1998 total 5189, which means that we are on target with the budget as it relates to certificates.

I have tried to encourage improvements in the use of computer assisted drafting (CAD) and hope to promote some AutoCAD workshops during the coming year. There is a real need for this information as it relates to data collection and plan preparation. If you do not plan on doing the operations yourself, you should know what is involved and the potential of computerization. Our workshops would not produce AutoCAD technicians but would be aimed at individuals who wish to upgrade both field and office procedures in a competitive marketplace. There are many ideas and products that are yet to be presented.

I welcome any suggestions for improvements to the system, as well as rebuttals to comments that I may make as a result of a review. ■

### HOPE TO SEE YOU AT

THE ASSOCIATION OF  
NOVA SCOTIA  
LAND SURVEYORS'  
48TH ANNUAL MEETING

at the  
Prince George Hotel  
Halifax, Nova Scotia

on  
October 28, 29 and 30, 1998



**CANDIDATE FOR PRESIDENT  
GERALD A. POTTIER, NSLS**



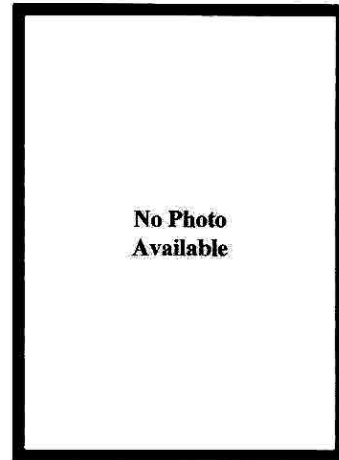
Gerald A. Pottier, NSLS, was born in Belleville, Yarmouth County, Nova Scotia in 1946. After graduation from the Maritime Forest Ranger School in 1966, Gerald attended the Nova Scotia Land Survey Institute and graduated in 1971. He obtained his commission as a NSLS a year later.

Recently Jerry retired from the Department of Natural Resources after 30 years of employment with the department. He is presently in private practice in the Yarmouth area.

Gerald has served on various association committees. He has also been very active on a local level in municipal government, school boards and hospital board affairs.

Jerry and his wife, Audrey, live in Belleville. ■

**CANDIDATE FOR VICE-PRESIDENT  
DAVID H. WEDLOCK, NSLS**



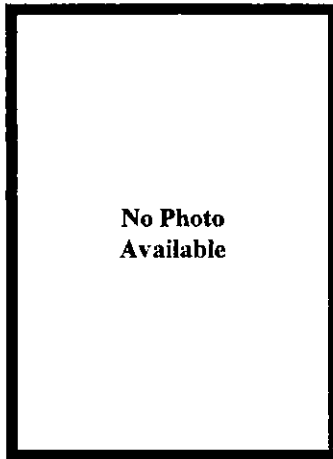
David H. Wedlock, NSLS, graduated from the Nova Scotia Land Survey Institute with a diploma in Land Surveying in 1979 and received his commission as a Nova Scotia Land Surveyor in 1985. He received a certificate in Survey Engineering from UNB in 1991.

David has been an instructor in the Geomatics Department at the Centre of Geographic Sciences, Annapolis Valley Campus from 1981 to present. He has also been a part-time instructor of Survey Engineering at DalTech since 1996. He spends his summers working with Locus Surveys in PEI.

He has served on the ANSLS Council and is a member of the Discipline Committee. David is also a past president of the Halifax branch of CIG.

His interests include coaching a hockey team, with involvement in the minor hockey association. David and his wife, Susan, live in Middleton with their two children, Jonathan, 12, and Anna, 8. ■

**CANDIDATE FOR COUNCILLOR  
ZONE 1  
RAYMOND V. POTTIER, NSLS**



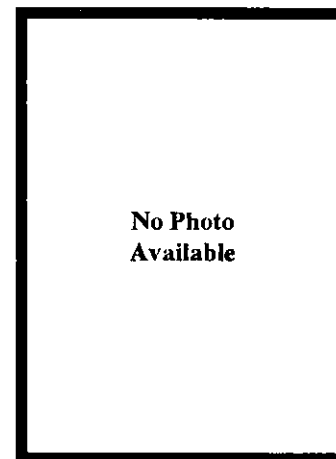
Raymond V. Pottier, NSLS, graduated from the Nova Scotia Land Survey Institute in 1979 and received his commission in June 1985.

Ray has held a variety of survey positions doing offshore surveys worldwide from 1979 to 1993, except 19 months spent with the Department of Lands and Forests as a surveyor in training. He went into private practice until June 1996, when he joined the Department of Natural Resources as Regional Crown Land Surveyor.

He currently serves as Chairman of the Continuing Education Committee and is a member of both the Public Relations and Regulations committees.

Ray's hobbies include golf, fishing, hunting and canoeing. Ray and his wife, Cathy, live in Belleville, Yarmouth County, with their children Chantal, 12 and Jessica, 6. ☞

**CANDIDATE FOR COUNCILLOR  
ZONE 4  
ALLAN P. CHISHOLM, NSLS, B.Sc.E.**

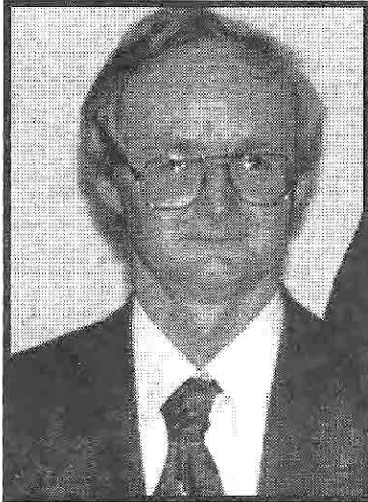


Allan P. Chisholm, NSLS, B.Sc.E., graduated from Guysborough Municipal High School in 1981, from the Nova Scotia Land Survey Institute in 1983 and from the University of New Brunswick with a Bachelor of Science in Surveying Engineering in 1987. He received his commission as a Nova Scotia Land Surveyor in 1990. He is a registered member with the Association of Professional Engineers of Nova Scotia as an Engineer in Training.

Allan has been employed with Taylor & MacKeen Surveys Limited in Guysborough since 1987 and became one of the principals of the firm in 1990.

Allan is a volunteer firefighter and is active in community life. He presently resides in Erinville, Guysborough County, with his wife, Margaret Ellen, and their three children, Patrick, Garrett and Caylin. ☞

**CANDIDATE FOR COUNCILLOR  
ZONE 5  
ATHOL C. GRANT, NSLS**



Athol C. Grant, NSLS, received his commission as a Nova Scotia Land Surveyor in 1970 and became a Canada Lands Surveyor (CLS) in 1982.

Athol worked for the Nova Scotia Department of Natural Resources for 29 years and retired in July 1998. He is now involved in a new enterprise, Rare Earth Venture Development Company.

He was a member of the SRD Review Committee and a Convention Committee.

Athol and his wife, Bernice, live in Baddeck and have three children - Danny, Jenny and Laura Jean. In his spare time, Athol enjoys curling.



**CANDIDATE FOR COUNCILLOR  
ZONE 6  
CARL K. HARTLEN, NSLS**



Carl K. Hartlen, NSLS, was born in Montreal, Quebec in 1957 and was raised in Halifax and Lower Sackville, NS. He graduated from Sackville High School in 1975, received a B.Sc. in Biology from Dalhousie University in 1977, graduated from the Nova Scotia Land Survey Institute in 1980 and received his commission as a NSLS in 1984.

Carl has been employed with Servant Dunbrack McKenzie and MacDonald Limited from 1980 to the present. He served on the Convention, Regulations and Complaints Committees.

Carl and his wife, Rhonda, live in Middle Sackville with their son, Shane, 13, and daughter, Lisa, 10. Carl's interests and activities include: golf, slowpitch softball, curling, soccer (coach) and camping.





**CANDIDATE FOR COUNCILLOR  
ZONE 6  
BRIAN J. MacINTYRE, NSLS**



Brian J. MacIntyre, NSLS, was born in St. Peters, Richmond County, in 1957. He graduated from St. Peters District High in 1976, the Nova Scotia Land Survey Institute in 1979 and received his commission as a Nova Scotia Land Surveyor in 1985.

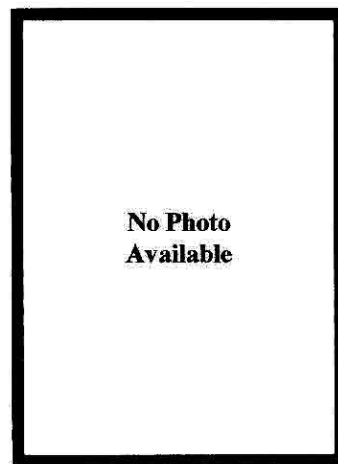
He worked for private survey firms in Sydney River and Halifax before moving to hydrographic / offshore surveying at BIO and Nortech Atlantic Ltd. He spent nine years with the City of Dartmouth before joining his present employer, the NS Department of Natural Resources in Halifax.

Brian's past involvement with the association has included Chairman of the Convention Committee on two occasions and of the Public Relations Committee.

Brian and his wife, Maureen, reside in Dartmouth with their sons Ian and Neil.



**CANDIDATE FOR COUNCILLOR  
ZONE 6  
LAWRENCE G. MILLER, NSLS**



Lawrence G. Miller, NSLS, was born in Margaree, Cape Breton in 1956. He graduated from Margaree Forks District High in 1974, the Nova Scotia Land Survey Institute in 1976 and received his commission as a Nova Scotia Land Surveyor in 1985.

He worked in Calgary, Alberta from 1976 to 1981 and was involved with legal and engineering surveys related to oilfield, commercial and residential development throughout Alberta. He was employed by Servant Dunbrack McKenzie & MacDonald Ltd. from 1981 to 1986. Lawrence has been with Halifax Regional Municipality (formerly City of Dartmouth) since 1986.

Lawrence and his wife, Lucy, reside in Hatchet Lake with their daughters, Meaghan and Ashley.



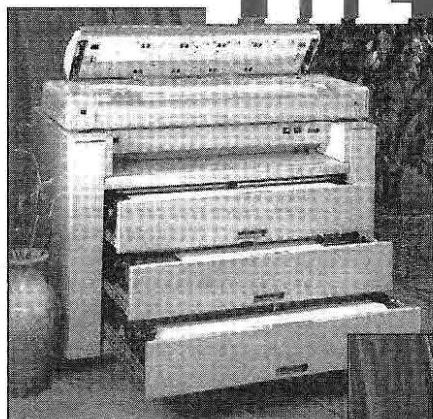


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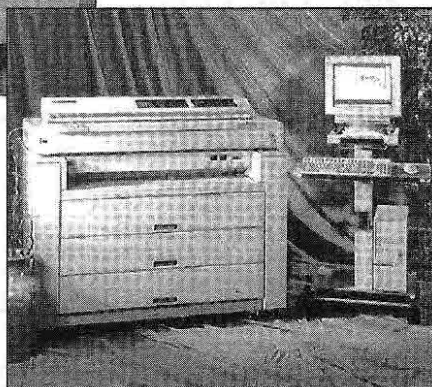
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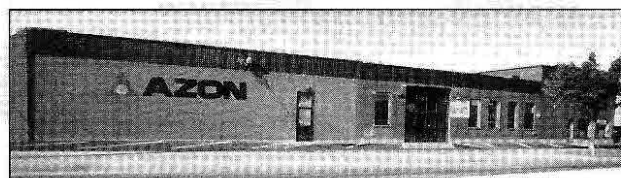
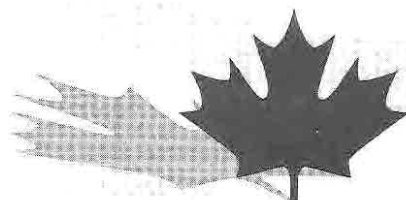
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## COMMITTEE REPORTS

### APENS / ANSLs

The APENS / ANSLs Liaison Committee has not been as active as in recent years. This is due to the fact that APENS has been reviewing their proposed legislation and may be considering changes.

Our executive met with the APENS executive on April 21, 1998. The purpose of the meeting was to discuss the present status of the proposed APENS act and the ANSLs definition.

APENS is planning to go forward with their act at the fall 1998 session of the Legislature. They have been considering the comments of all parties during the last months, including land surveyors, planners, technicians, architects and their own members. The results of the discussions were considered at a general meeting of the engineers held on April 30, 1998.

We have been notified by APENS that they will be making two significant changes to their proposed legislation. They will remove Section 28, which has been interpreted as giving APENS the authority to determine if other groups should be part of their association and they will keep their existing definition of "professional engineering". The latest version of the proposed APENS act has not been made available to us. However, we have been assured we will receive a copy as soon as possible.

If we find the new APENS legislation acceptable, we will have to deal with APENS' refusal to support our definition of "surveying" and "pro-

fessional land surveying" due to the words "engineering principles". The committee has met to discuss this matter and has some options for consideration, depending on the latest version of the APENS legislation.

Robert A. Daniels, NSLS, CLS  
September 1998

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### ATLANTIC PROVINCES BOARD OF EXAMINERS FOR LAND SURVEYORS

The 21st year of the board was completed on June 30, 1998.

The board met on January 22, 1998 in Fredericton, in conjunction with the annual meeting of the Association of New Brunswick Land Surveyors.

The chair was transferred from Nova Scotia to Newfoundland for a three year period. Gary Hughes is the new chairperson.

A new policy was approved with respect to the closing of files. A candidate is given a maximum of TEN years to complete a certificate as an active candidate. Files inactive for a period of FIVE years will be closed automatically. Persons reapplying after a file is closed will have to meet the requirements of the day.

The syllabus review is ongoing.

Professor Angus Hamilton, who has now reached the age of seventy-five years, has resigned as examiner for the Surveying Profession exam.

David Coleman has agreed to take over the setting and marking of this exam.

A second Memorandum of Understanding (MOU) was signed in 1998 to include the Association of Ontario Land Surveyors.

Dr. Wolfgang Faig continues as Registrar.

Statistics:

- Nine APBELS exams were written. Six candidates earned passing grades.
- Eight new candidates were registered: 1 from Newfoundland, 6 from Nova Scotia and 1 from PEI.
- Total registrations: 223.
- Six candidates received certificates: 2 from New Brunswick, 2 from Nova Scotia and 1 each from Newfoundland and Alberta (formerly from PEI).
- Seven files were closed for a total of seventy closures.
- Income: \$2600  
Expenses: \$2343.63

The Nova Scotia appointees to the Atlantic Board are: Grant McBurney, Paul Slaunwhite and John MacInnis.

John C. MacInnis, NSLS  
September 1998

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**Committee Reports (continued)****BUILDING**

As you can appreciate, we are now in our new digs.

This new building is the result of nearly 10 years of debate and 5 years of planning and fund raising. We are indebted to those members who have contributed their time and money to make this project a reality. Even without the rental of the basement space, it may not cost any more than renting in past years. Plus, with our existing mortgage plan, the building will be paid for in 12.5 years or sooner if additional monies are applied to the principal. We have a 5-year term at 6.35% interest. A total of \$12,000 a year can be applied to the principal of \$80,000 without penalty.

The committee has been involved in fund raising, design planning, review of tenders, selection of a contractor, construction monitoring and review of costs. The job is not yet complete. We have 117 shares purchased by members and another 20+ pledged. This relates to about 30% member participation. There is still 70% of our membership that has not yet come on board. Repayment to shareholders can be made in time and it is hoped that some members may donate or bequeath their share(s) to the association.

I would personally like to thank the association staff and the members of the committee: Bob Daniels, Kathy Alcorn, Bob Feetham, Ed Rice, Murray Banks, Allen Hunter and Rod MacInnis.

Fred Hutchinson, NSLS, CLS  
Chairman  
September 1998

**COMPLAINTS**

The Complaints Committee has held regular meetings once a month over the past twelve months (September 97 to September 98).

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

Ten new files were opened during this report period. Six complaints were laid in 1998 to September 8, 1998. Presently there are 21 active files.

Four of the complaints are being referred to the Discipline Committee.

All of the new complaints were laid by the general public. The nature of the complaints received and reviewed by the committee over the twelve month reporting period includes communications, boundaries, regulations and poor research.

The committee for 1998 consists of Carl Hartlen, David Hiltz, Allen Owen, Ted Webber, Jim McIntosh and John MacInnis.

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  
September 1998

**DATABASE**

At the 47th AGM in Ingonish, NS, the membership approved an expenditure of up to \$10,000 to start the development of an association database. To date, the committee is not in a position to actively start building the database. This is due to two reasons: first, the committee is still not clear on which method of database development is most suited to meet the members' present and future needs; and second, there is not the surplus originally anticipated in the SRD revenues for 1998. However, the committee has continued to move slowly forward.

There are two options to be considered.

1. Set up our own database by purchasing software and hardware and distributing the information to our members. This would include building the database, purchasing mapping from the government and managing the entire operation.
2. Partnering with LIS (Land Information Services). This would consist of sharing the building of the database with LIS, making our information part of the government's present system and working out business details for the benefit of our members.

We met with representatives of the NS Geomatics Centre in Amherst in January to explore the possibility of linking our proposed database to the LIS database. We compiled test data from plans and added it to the LIS database as a pilot project. The result was additional survey data as a subset of the standard LIS data.

*Continued on page 15*



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## Committee Reports (continued)

*(Continued from page 13)*

In June we met with representatives of Georeferencing System Inc. from New Brunswick. They propose we use their software to build the database, purchase mapping from the government and distribute the information to the members. They are presently working with the New Brunswick association to revamp their existing database.

We visited the LIS office in Halifax to get a better understanding of the process they use to put survey plan data into the provincial database. I will be drafting a short proposal to present to LIS indicating how we view a possible working arrangement between this association and LIS.

The committee is primarily comprised of Bob Daniels, Fred Hutchinson and George Sellers, with input provided by Kevin Brown and Mike Tanner. After we discuss the proposal with LIS, the committee will have to determine which approach best suits our needs and present a recommendation to the members.

Robert A. Daniels, NSLS, CLS  
Chairman  
September 1998

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### DISCIPLINE

During this past year, no matters were forwarded to the Discipline Committee for Action.

Members of the Discipline Committee this year are Harold Lively (C), Walter Rayworth (VC), Allen Hunter (Sec), Errol Hebb, John Pope, Peter Lohnes and David Wedlock.

Harold Lively, NSLS  
Chairman  
September 1998

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### DOT & PW / ANSLs

For many years the association has been discussing possible changes to survey procedures with the Department of Transportation and Public Works. During the past year, the department has been receptive to several broad suggestions. As a result, a joint committee has been formed and is meeting on a regular basis to address our concerns.

The association recommended that the cadastral surveying presently done within the department be carried out under the management and direction of the land surveyors employed by the department. This concept has been accepted by the department. However, they do have concerns with having their land surveyors sign the cadastral plans recognizing that plans presently prepared within the department are not in accordance with the regulations made under the Land Surveyors Act.

The department has made it very clear that they cannot adopt our regulations as they now stand due to costs, staffing and their general mandate. But, they are willing to review our regulations with the possibility of creating a subset of the regulations for surveys done for the department. This is a new concept and would need to be discussed by our members and approved by government. It is anticipated that a new subset of the regulations would form a part of the present regulations. Any survey plans prepared by the

department land surveyors or by private practitioners for the department would be prepared in accordance with the terms of the new subset. The certificate for these plans would refer to the plans being prepared in accordance with the subset regulations.

At the present time the committee is part way through the review of our regulations. It will be interesting to see the results of the committee discussions, which should be available early in 1999.

Robert A. Daniels, NSLS, CLS  
September 1998

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### GANS LIAISON

The Geomatics Association of Nova Scotia (GANS) has spent part of the past year trying to get reorganized. The membership committee is updating the membership list and will ensure all invoices have been mailed and dues received.

At the GANS AGM in April 1998, Ms. Julie Payette made a presentation at the Bedford Institute of Oceanography. Ms. Payette, a Canadian astronaut, is scheduled to make a trip in the space shuttle in 1999.

The newsletter committee is getting the newsletter reestablished and is trying to produce two or three issues per year. The newsletter contains information about people, places and happenings in the geomatics sector in Nova Scotia.

Another committee is investigating the idea of preparing a directory of



## Committee Reports (continued)

Nova Scotia companies that offer geomatics services. It is believed a directory may be of interest not only to the members, but also to those who are seeking geomatics services.

The GANS board has discussed the COGS name change at great length and president Greg MacKay has written a letter to the Board of Governors of the Nova Scotia Community College expressing concern.

The ANSLs continues to provide administrative support for GANS by keeping minutes, assisting with some mailouts and organizing the membership list.

Robert A. Daniels, NSLS, CLS  
GANS Director  
September 1998

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## INSURANCE

The ANSLs Insurance Committee for the 1997 - 1998 term is comprised of the following members: Paul Slaunwhite, P.Eng, NSLS (C) Stewart MacPhee, NSLS, CLS Robert Feetham, NSLS

At the Truro workshop held on January 31 of this year, the committee met with Jim Gunn, NSLS, CLS, who was appointed Chair of the CCLS Professional Liability Insurance Committee. (Congratulations, Jim!)

The role of the PLIC and benefits of a professional liability insurance program were discussed. Please refer to articles by Ken Allred and Jim Gunn, published in the December 1997 and Spring 1998 issues of CCLS *Focus*.

The ANSLs Insurance Committee has continued to explore the possibility of a Group Insurance program for members. Issues to date include administration difficulties, with outside independent management as a possible remedy; and liability incurred by the ANSLs due to its sponsorship. More information is required before a decision can be made as to the value of pursuing this concept for the ANSLs.

Paul H. Slaunwhite, P.Eng, NSLS  
Chairman  
September 1998

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## MANUAL OF GOOD PRACTICE

By the time you read this, Council may have approved a draft of the Manual of Good Practice for distribution to members.

I wish to thank committee member Lester Berrigan for all his input. I also wish to thank all those who took the time to compile suggested procedures on various topics for Section C. We welcome comments and suggestions after members have received their copies.

J.A.C. Kaulback, NSLS  
Chairman  
September 1998

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## NS BOARD OF EXAMINERS

The Board of Examiners held two meetings during the past twelve months.

There were two new members who qualified as Nova Scotia Land Surveyors during this reporting period.

There are at present 15 active student members. Retracement projects have been assigned to 3 students.

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, P.Eng., engineers' representative; D. Lee Johnston, representing the Minister of the Department of Natural Resources; John MacInnis (C).

John C. MacInnis, NSLS  
Chairman  
September 1998

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## NS BOARD OF EXAMINERS SPECIAL EXAMINING CTTEE

I believe that this is the first time that a report has been presented by this committee. The committee is not new, it is a committee of three, appointed by the Board of Examiners to deal with the exam called "Retracement Survey Project".

A number of years ago, the board replaced the "Technical Report" exam, which dealt with a survey-related subject, with a "Retracement Survey Project". This is a boundary survey carried out by the candidate, generally on a community owned property at a location convenient to the candidate.

## Committee Reports (continued)

When the candidate has reached a predetermined point in the articling time or has completed articling and is ready to carry out the "Retracement Survey Project", the Surveys Division of the NS Department of Natural Resources is asked by the board to assist in the selection of a site and to prepare a standard Order of Survey, providing the candidate with the minimum of information.

The candidate then carries out the Order of Survey. A Nova Scotia Land Surveyor accepts the responsibility for the student with respect to the entry upon land and may be called upon to accept communications with respect to the field activities of the candidate's retracement project. The monitor, previously appointed by Council and assigned by the board, may be the person to accept the entry upon land responsibility and to continue ongoing communications with the candidate.

The candidate is then required to notify the owner(s) of the subject lands as well as the owners of all other lands on which the candidate will be trespassing about the purpose of his or her presence.

The candidate is then required, on his or her own, to carry out the research of all documentary and physical evidence, interview persons who may have knowledge relating to boundaries in the subject area and carry out control and location surveys. The candidate must also calculate, plot and analyze the data, determine the boundaries, prepare a course of action with respect to monumentation (but no monumentation is to be carried out). He or she will then prepare a plan, report and description of the subject

parcel and forward four packages to the committee through Lee Johnston. The package must include copies of field notes, plans, deeds and photos.

Each committee member carries out a detailed review of the project, which may include attending at the site, in preparation for a pre-interview meeting.

The candidate is then interviewed at a mutually acceptable time and location. The committee, with their compiled and consolidated notes, carries out a very open interview with the candidate. At the beginning of the interview, the candidate is advised to make notes that will be of some assistance in making the required changes or revisions.

A detailed review is carried out with respect to the plan, report, description, field notes, research material and the determination of boundaries. Challenges may be made regarding the evidence found and considered and the preparation of the report and description.

The candidate may be asked to make revisions, additions and/or deletions to all or part of the plan, report and description, until the candidate has successfully completed the project.

Upon successful completion of the "Retracement Survey Project" and any remaining article time, the candidate is ready to receive a "Certificate of Qualification" and to become a full member of the Association of Nova Scotia Land Surveyors.

Since the requirement for the "Retracement Survey Project", I have shared with others the privilege and

the responsibility of serving on the Special Examining Committee. I firmly believe that this is a most important step in meeting the qualifications to become a Nova Scotia Land Surveyor, as it is the culmination of all of the previous studies, instructions and experiences, and it gives a fair indication of the candidate's preparedness to serve the public.

The committee members are: Doug MacDonald, Lee Johnston and John MacInnis.

John C. MacInnis, NSLS  
Chairman  
September 1998

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## PUBLIC RELATIONS

The Public Relations Committee has been a bit of a hit and miss group this year, as the committee did not have a chairman or clearly defined members. Nevertheless, the committee did manage to accomplish a few things to promote the profession. A brochure on title insurance was prepared and distributed to members, lawyers, realtors and government agencies. It was quite popular with everyone except those who provide title insurance. We did check with our lawyer to ensure we were not presenting information that was not true.

In June we participated in a general awareness campaign concerning title insurance published by the Daily News. We contributed a one half page article indicating the strengths of a surveyor's location certificate compared to title insurance. It is interesting to note that the comments

**Committee Reports (continued)**

presented in our article agreed nicely with those in the article published by the Nova Scotia Barristers' Society.

Since moving into the new office, we have had the general land surveying brochure reprinted and we are presently working on a second printing of the title insurance brochure.

The committee is in need of a chairperson and members. If you would

like to participate, contact the association office.

Robert A. Daniels, NSLS, CLS  
September 1998

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**REGULATIONS**

The Regulations Committee has prepared a section of the Manual of Good Practice dealing with GPS surveys. This will be presented to the membership this year.

As well, new regulations pertaining to the use of GPS technology for cadastral surveys will be proposed and presented at this year's annual meeting.

Committee members are Jeff Fee, Jim McIntosh, Ray Pottier and Dave Roberts.

Jeff Fee, P. Eng, NSLS, CLS  
Chairman  
September 1998

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Jim Gunn Presents at FIG  
*by Ken Allred*

Jim Gunn, chair of the CCLS Professional Liability Insurance Committee presented a paper outlining the CCLS program to the XXI Congress of FIG on July 21 in Brighton, United Kingdom. The paper outlined the history of the CCLS program and the unique features of the program together with potential expectations for future investigations into a partially self-funded program.

Jim's paper was presented in a session entitled Professional Liability and Indemnity Insurance along with three other papers. The other papers dealt with professional liability from a Danish perspective, and surveying as a liberal profession from a German perspective. The third paper was entitled *Insurance and the Expectation Gap*, and was presented by Roger Flaxman, the broker for the RICS Insurance program. This paper outlined the difference expectations of clients and professionals and how this *expectation gap* can lead to liability claims.

This session was one of 8 sessions organized by Commission 1. The 8 technical sessions had 32 papers dealing with professional practice topics ranging from ethics, quality assurance, disciplinary processes, liability and indemnity insurance, free trade, intellectual property, strategic planning, and the role of women in the surveying profession, to the evolution of surveying practice in a number of countries. Five papers were presented by Canadian authors including, Marie Robidoux, Jim Simpson, Jim Gunn, Bill Shepherd and Ken Allred.



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has made the most progress

**Jeffrey Dale Crossman**

**J.E.R. MARCH PRIZE - \$300**

For the first year student with  
the best kept field notes

**Kevin Gray**

**CONGRATULATIONS!**

**OBITUARY**

**J.E.R. (Rusty) March, NSLS # 4**

John Edgar Ruskin (Rusty) March - 98, died  
Saturday July 18, 1998 in South Shore Regional  
Hospital, Bridgewater.

Born in Bridgewater, he was a son of the late  
Stephen Edgar and Eleanor Louise (Wade) March.  
In his earlier years, he worked with the Bank of  
Canada and later enlisted with the Canadian Army  
and served in the First World War.

After the war, he worked as a land surveyor with  
his father and later with the Department of Lands  
and Forests. He was a member of the Royal  
Canadian Legion, Branch 24, Bridgewater and a  
member of the Institute of Geomatics. He was a  
member of the United Baptist Church,  
Bridgewater.

We extend our deepest sympathy to his family.



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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, 1997 and the statements of operations and accumulated operating surplus and changes in financial position for the year 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, 1997 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles.



CHARTERED ACCOUNTANTS

April 22, 1998

## BALANCE SHEET AS AT DECEMBER 31, 1997

	1997	1996
ASSETS	\$	\$
<b>CURRENT ASSETS</b>		
Cash	93,811	102,744
Accounts receivable -		
Administration	591	1,233
Survey review department	<u>15,232</u>	<u>16,328</u>
	109,634	120,305
FURNITURE AND EQUIPMENT - at cost, less accumulated depreciation of \$15,431 (1996 - \$14,448)	3,865	4,830
RESTRICTED CASH - Building Fund	17,041	14,533
BUILDING UNDER CONSTRUCTION	<u>1,992</u>	<u>-</u>
	<u>132,532</u>	<u>139,668</u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities -		
Administration	4,235	2,507
Survey review department	2,254	7,748
Deferred revenue	<u>-</u>	<u>32,981</u>
	6,489	43,236
LONG-TERM DEBT (note 3)	<u>4,500</u>	<u>-</u>
	<u>10,989</u>	<u>43,236</u>
<b>MEMBERS' EQUITY</b>		
<b>ACCUMULATED OPERATING SURPLUS -</b>		
General Fund	107,010	81,899
Building Fund	<u>14,533</u>	<u>14,533</u>
	<u>121,543</u>	<u>96,432</u>
	<u>132,532</u>	<u>139,668</u>



## STATEMENT OF OPERATIONS AND ACCUMULATED OPERATING SURPLUS

FOR THE YEAR ENDED DECEMBER 31, 1997

	Budget (Unaudited) 1997 \$	1997 \$	1996 \$
REVENUE			
General operations (schedule A)	188,048	189,599	181,435
Other operations (schedule A)	<u>4,042</u>	<u>4,211</u>	<u>3,738</u>
	<u>192,090</u>	<u>193,810</u>	<u>185,173</u>
EXPENSES			
Administration (schedule B)	151,832	143,676	141,668
Committees (schedule B)	9,225	4,385	3,926
Grants, levies and awards (schedule C)	14,161	13,843	14,438
Board of Examiners (schedule C)	400	167	61
Office accommodations (schedule C)	11,090	11,143	10,969
Telephone and fax (schedule C)	4,000	2,362	3,358
Miscellaneous (schedule C)	<u>900</u>	<u>528</u>	<u>697</u>
	<u>191,608</u>	<u>176,104</u>	<u>175,117</u>
OPERATING SURPLUS BEFORE THE FOLLOWING	482	17,706	10,056
SURVEY REVIEW DEPARTMENT (schedule D)	<u>1,093</u>	<u>7,405</u>	<u>1,674</u>
OPERATING SURPLUS	<u>1,575</u>	25,111	11,730
ACCUMULATED OPERATING SURPLUS - BEGINNING OF YEAR		<u>81,899</u>	<u>70,169</u>
ACCUMULATED OPERATING SURPLUS - END OF YEAR		<u>107,010</u>	<u>81,899</u>

## STATEMENT OF CHANGES IN FINANCIAL POSITION

FOR THE YEAR ENDED DECEMBER 31, 1997

	1997 \$	1996 \$
OPERATING ACTIVITIES		
Operating surplus for the year	25,111	11,730
Charges to operations not involving cash - Depreciation	<u>965</u>	<u>1,208</u>
	26,076	12,938
Net change in non-cash working capital balances related to operations	<u>(35,009)</u>	<u>(30,137)</u>
DECREASE IN CASH	(8,933)	(17,199)
CASH - BEGINNING OF YEAR	<u>102,744</u>	<u>119,943</u>
CASH - END OF YEAR	<u>93,811</u>	<u>102,744</u>

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 1997

1. PURPOSE OF THE ORGANIZATION

The Association of Nova Scotia Land Surveyors was incorporated as a professional association under the Societies Act of Nova Scotia to establish and maintain standards of the profession.

2. 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.

3. LONG-TERM DEBT

This comprises share pledges to the building fund to assist in the financing. These do not bear interest and are not repayable before December 31, 2003. The future redemption value is to be based on an appraisal of the building at the time of redemption.

4. LEASE COMMITMENTS

The minimum annual requirement under a long-term property lease expiring in 1998 is \$4,910.

The quarterly requirement under a second monthly property lease is \$900.

## SCHEDULE A

## SCHEDULE OF REVENUE

FOR THE YEAR ENDED DECEMBER 31, 1997

	Budget (Unaudited) 1997 \$	1997 \$	1996 \$
<b>GENERAL OPERATIONS</b>			
Membership Dues			
- regular	158,790	152,090	148,955
- retired	3,116	3,417	2,883
- non-practicing	502	502	465
- associate	502	502	465
- student	<u>938</u>	<u>961</u>	<u>871</u>
Total Membership Dues	163,848	157,472	153,639
Nova Scotian Surveyor	2,700	2,207	3,087
Convention Receipts	17,000	13,388	19,295
Certificates of Authorization	1,250	1,225	1,275
Discipline Committee	400	-	-
NSLS Manual	1,000	-	-
Interest Income	1,800	2,222	3,332
Miscellaneous	50	365	24
Continuing Education	<u>-</u>	<u>12,720</u>	<u>570</u>
	<u>188,048</u>	<u>189,599</u>	<u>181,435</u>
<b>OTHER OPERATIONS</b>			
Service Charges	1,400	1,561	1,645
SRD Administration Fee	<u>2,642</u>	<u>2,650</u>	<u>1,093</u>
	<u>4,042</u>	<u>4,211</u>	<u>3,738</u>



## SCHEDULE B

## SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 1997

	Budget (Unaudited) 1997 \$	1997 \$	1996 \$
<b>ADMINISTRATION</b>			
Salary - Executive Director	46,000	46,177	46,354
- Office Administrator	21,420	21,502	21,585
Benefits - Medical and Dental	3,200	3,126	2,861
CPP, EI and Workers' Compensation	4,435	4,301	4,176
Annual Meeting & Convention	34,227	27,101	22,475
Council Meetings	3,000	2,150	3,867
Zone Meetings	1,800	682	945
Executive Expenses	1,000	220	1,385
Executive Director Expenses	1,400	1,289	677
Staff Training and Education	200	162	-
Postage	5,000	4,086	4,919
Printing	1,000	1,079	1,715
Office Supplies	3,000	2,990	3,523
Equipment Rental and Maintenance	2,700	1,861	1,888
Equipment Purchases	100	-	235
President's Travel	9,000	10,708	10,991
Accounting Services	1,200	1,165	46
Legal Services	4,500	2,235	4,881
Professional Dues and Fees	1,000	885	980
Seminars	500	6,653	362
Advertising	350	320	939
Nova Scotian Surveyor	6,000	4,312	6,023
Depreciation	<u>800</u>	<u>672</u>	<u>841</u>
	<u>151,832</u>	<u>143,676</u>	<u>141,668</u>
<b>COMMITTEES</b>			
Building	200	-	-
Discipline	3,000	-	-
Complaints	700	161	-
Public Relations	1,000	709	636
Statutes and By-Laws	375	210	210
APENS Liaison	250	690	2,390
Administration Review	500	889	-
Continuing Education	500	-	-
Committee Workshop	1,000	760	889
Manual of Good Practice	1,000	92	(331)
Other	700	874	76
Surveyors' Forum	<u>-</u>	<u>-</u>	<u>56</u>
	<u>9,225</u>	<u>4,385</u>	<u>3,926</u>

## SCHEDULE C

## SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 1997

	Budget (Unaudited) 1997 \$	1997 \$	1996 \$
<b>GRANTS, LEVIES AND AWARDS</b>			
COGS Awards	1,600	1,600	1,600
CCLS Levy	11,850	11,550	12,100
APBELS Levy	<u>711</u>	<u>693</u>	<u>738</u>
	<u>14,161</u>	<u>13,843</u>	<u>14,438</u>
<b>BOARD OF EXAMINERS</b>			
NS Board of Examiners	100	167	61
Atlantic Board	<u>300</u>	<u>-</u>	<u>-</u>
	<u>400</u>	<u>167</u>	<u>61</u>
<b>OFFICE ACCOMMODATIONS</b>			
Rent	9,840	9,820	9,820
Taxes	700	848	660
Insurance and Bonding	500	475	474
Cleaning	<u>50</u>	<u>-</u>	<u>15</u>
	<u>11,090</u>	<u>11,143</u>	<u>10,969</u>
<b>TELEPHONE AND FAX</b>			
	<u>4,000</u>	<u>2,362</u>	<u>3,358</u>
<b>MISCELLANEOUS</b>			
Interest and Bank Charges	350	238	187
Courier	150	76	162
Refreshments	300	164	236
Other	<u>100</u>	<u>50</u>	<u>112</u>
	<u>900</u>	<u>528</u>	<u>697</u>

## SCHEDULE D

## SCHEDULE OF REVENUE

FOR THE YEAR ENDED DECEMBER 31, 1997

	Budget (Unaudited) 1997 \$	1997 \$	1996 \$
<b>REVENUE</b>			
Stickers	<u>77,700</u>	<u>85,959</u>	<u>75,628</u>
 <b>EXPENSES</b>			
Administration Fee	2,642	2,650	2,093
Manager's Salary	42,500	43,582	42,827
SRD Technician Salary	11,700	13,028	11,228
Benefits - Medical and Dental	1,800	1,788	1,624
CPP, EI and Workers' Compensation	3,635	3,645	3,400
Manager's Expenses	4,000	2,747	4,163
Professional Dues and Fees	910	960	910
Depreciation	200	293	367
Rent and Taxes	3,800	3,772	3,600
Office, Photocopier, Postage, Courier	1,900	1,597	1,575
Telephone and Fax	1,000	1,421	909
Equipment Purchases	500	517	550
Equipment Maintenance and Rental	400	183	156
Accounting	550	517	9
Insurance	250	230	229
Staff Training and Education	400	1,317	-
Interest and Bank Charges	320	307	314
Miscellaneous	<u>100</u>	<u>-</u>	<u>-</u>
	<u>76,607</u>	<u>78,554</u>	<u>73,954</u>
 <b>OPERATING SURPLUS</b>	<u>1,093</u>	<u>7,405</u>	<u>1,674</u>

# ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

## 1999 BUDGET (PROPOSED)

September 16, 1998

Accepted by Council for presentation to membership

### ADMINISTRATION

		1999 Budget (proposed)	1998 Budget	1998 Actual (estimate)
<b>ADMINISTRATION REVENUE</b> (Based on twelve months of 1999)				
Membership Dues				
Regular Members	(223 @ \$670)	\$149,410	\$151,420	\$150,019.43
Retired Members	(34 @ \$100.50)	\$3,417	\$3,216	\$3,417
Non Practising Members	(3 @ \$167.50)	\$502.50	\$502.50	\$502.50
Associate Members	(1 @ \$167.50)	\$167.50	\$502.50	\$167.50
Student Members	(15 @ \$67)	\$1,005	\$1,005	\$1,139
<b>Total Membership Dues</b>		<b>\$154,502</b>	<b>\$156,646</b>	<b>\$155,245.43</b>
Nova Scotian Surveyor	(see note 1)	\$2,500	\$2,500	\$1,860
Convention Receipts		\$12,000	\$4,800	\$12,000
Certificates of Authorization	(46 @ \$25)	\$1,150	\$1,250	\$1,175
Continuing Education/Seminars		\$400	\$400	\$0
Discipline Committee	(see note 2)	\$1,000	\$1,000	\$0
Interest Income	(see note 3)	\$1,500	\$1,800	\$2,000
Other Revenue		\$50	\$50	\$15
<b>Sub Total</b>		<b>\$18,600</b>	<b>\$11,800</b>	<b>\$17,050</b>
Other Operations				
Dues Service Charge		\$1,400	\$1,400	\$1,400
SRD Administration Fee	(see note 4)	\$15,105	\$2,142	\$8,705
GANS Administration	(see note 5)	\$1,500	\$1,500	\$1,500
<b>Sub Total</b>		<b>\$18,005</b>	<b>\$5,042</b>	<b>\$11,605</b>
<b>Total Administration Revenue</b>		<b><u>\$191,107</u></b>	<b><u>\$173,488</u></b>	<b><u>\$183,900.43</u></b>



**ADMINISTRATION**

	<b>1999 Budget (proposed)</b>	<b>1998 Budget</b>	<b>1998 Actual (estimate)</b>
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**ADMINISTRATION EXPENSES** (Based on the twelve months of 1999)

Salary	- Executive Director	\$48,300	\$46,000	\$48,300
	- Office Administrator	\$22,491	\$21,420	\$22,491
Benefits	- Medical and Dental	\$3,850	\$3,500	\$3,530.19
	- CPP	\$1,900	\$1,500	\$1,706.15
	- EI	\$2,400	\$2,700	\$2,400
	- Workers Compensation	\$400	\$350	\$390
<b>Sub Total</b>		<b>\$79,341</b>	<b>\$75,470</b>	<b>\$78,817.34</b>
Accounting		\$1,200	\$1,200	\$1,176.50
Advertising	(see note 6)	\$325	\$325	\$650
Annual Meeting & Convention		\$24,000	\$22,000	\$25,000
Council Meetings		\$2,800	\$2,800	\$2,800
Depreciation		\$500	\$600	\$600
Equipment Rental/Maintenance	(see note 7)	\$2,600	\$2,700	\$2,500
Executive Director Expenses	(see note 8)	\$1,200	\$1,200	\$1,000
Executive Expenses	(see note 9)	\$1,000	\$1,000	\$1,000
Legal Services		\$4,500	\$4,500	\$4,500
NS Surveyor	(see note 1)	\$5,000	\$5,000	\$3,000
Office and Computer Equipment		\$200	\$100	\$600
Office Expense		\$3,000	\$3,000	\$3,000
Postage		\$4,500	\$4,500	\$4,500
President's Travel	(see note 10)	\$9,000	\$9,000	\$9,500
Printing	(see note 11)	\$1,000	\$1,000	\$3,000
Professional Dues and Fees	(see note 12)	\$885	\$900	\$885
Staff Training		\$200	\$200	\$0
Seminars		\$500	\$500	\$0
Zone Meeting		\$1,500	\$1,500	\$1,200
<b>Sub Total</b>		<b>\$63,910</b>	<b>\$62,025</b>	<b>\$64,911.50</b>

ADMINISTRATION EXPENSES (continued)		1999 Budget (proposed)	1999 Budget	1998 Actual (estimate)
Committees				
Admin/SRD Review Committee	(see note 13)	\$200	\$200	\$100
APENS Liaison Committee		\$500	\$500	\$500
Building Committee		\$100	\$200	\$120.32
By-Laws Committee		\$125	\$125	\$100
Committee Workshop		\$1,000	\$1,000	\$1,096.90
Complaints Committee		\$1,000	\$700	\$3,277.99
Continuing Education Committee		\$500	\$500	\$100
Discipline Committee	(see note 2)	\$3,000	\$3,000	\$0
Manual of Good Practice		\$1,000	\$1,000	\$1,000
Private Practice Committee		\$200	\$200	\$100
Public Relations Committee	(see note 14)	\$1,000	\$1,000	\$1,000
SRD Review Committee	(see note 13)	---	---	\$0
Statutes Committee		\$250	\$250	\$100
Surveyors Forum	(see note 15)	\$0	\$500	\$40
Other Committees		\$1,000	\$500	\$2,131.56
<b>Sub Total</b>		<b>\$9,875</b>	<b>\$9,675</b>	<b>\$9,666.77</b>
Grants, Levies and Awards				
APBELS levy	(see note 16)	\$1,125	\$1,130	\$1,130
CCLS levy	(see note 17)	\$11,250	\$11,300	\$11,200
COGS Awards	(see note 18)	\$1,600	\$1,600	\$2,600
COGS Outreach	(see note 19)	---	\$0	\$0
<b>Sub Total</b>		<b>\$13,975</b>	<b>\$14,030</b>	<b>\$14,930</b>
Boards of Examiners				
Atlantic Board	(see note 20)	\$300	\$300	\$150
Nova Scotia Board		\$100	\$100	\$220
<b>Sub Total</b>		<b>\$400</b>	<b>\$400</b>	<b>\$370</b>

<b>ADMINISTRATION EXPENSES (continued)</b>		<b>1999 Budget (proposed)</b>	<b>1998 Budget</b>	<b>1998 Actual (estimate)</b>
Accommodation				
Cleaning	(see note 21)	\$540	\$50	\$135
Insurance and Bonding		\$1,000	\$500	\$650
Rent		\$0	\$9,840	\$3,480.84
Mortgage		\$8,200.66	\$0	\$3,154.10
Taxes		\$5,153.68	\$800	\$2,228.40
Utilities		\$2,400	\$0	\$1,000
<b>Sub Total</b>		<b>\$17,294.34</b>	<b>\$11,190</b>	<b>\$10,648.34</b>
Telephone, Fax & E-Mail				
		<b>\$3,200</b>	<b>\$3,200</b>	<b>\$2,900</b>
Miscellaneous				
Interest and Bank Charges		\$350	\$325	\$340
Courier		\$100	\$150	\$75
Miscellaneous Expense		\$100	\$100	\$100
Refreshments	(see note 22)	\$300	\$300	\$300
<b>Sub Total</b>		<b>\$850</b>	<b>\$875</b>	<b>\$815</b>
<b>Total</b>		<b><u>\$188,845.34</u></b>	<b><u>\$176,865</u></b>	<b><u>\$183,058.95</u></b>
Surplus / (deficit)				
		<b>\$2,261.66</b>	<b>(\$3,377)</b>	<b>\$841.48</b>

**Administration Notes:**

1. It is anticipated that there will be three issues of The Nova Scotian Surveyor in the 1999 budget period.
2. 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.
3. Interest accrued from dues being invested in short term T-Bills or GIC's.
4. The SRD Administration Fee includes various expenses. Each expense is calculated as a percentage of the total administration expense. (see SRD Administration Fee detail following SRD Notes)
5. The association office will supply up to 10 hours per month of administration support for the Geomatics Association of Nova Scotia.
6. There will be two announcements in the newspaper: new president and new SRD manager.
7. Rental fees and maintenance contracts for the photocopier, postage meter, postage machine and repairs to other office equipment.

Photocopier	- \$1200
Postage Meter	- \$400
Postage Machine	- \$350
Repairs	- \$650
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.
10. President's travel is for out of province travel of the President or their designate to attend meetings of other associations.
11. Printing of the Roll, By-Laws, Regulations etc.
12. Professional dues and fees include ANSLs dues, ACLS dues, CIG dues, GANS dues for Executive Director.
13. The expense for the Admin / SRD Review committee will be divided equally between the two sections. The SRD portion will appear in the SRD budget as an expense.
14. The 1998 expenditures for Public Relations Committee includes an article on title insurance published in the Daily News, new brochure for Title Insurance and a reprint of the Land Surveying brochure.

15. The Surveyors' Forum is held at COGS every two years. It is anticipated there will not be a forum in 1999.
16. The APBELS levy is based on \$5 per regular member.
17. This CCLS levy is based on \$50 per regular member.
18. This is for three awards that are presented annually to students at COGS. In 1998 two \$1000 awards were presented due to a tie.
19. The COGS Outreach account has been deleted.
20. Travel costs for our representatives to attend the annual APBELS meeting.
21. The new office will be cleaned by a professional cleaner once a month.
22. Coffee, soft drinks, juice etc. kept in the office for members, guests, staff, council and committee meetings.

# **SURVEY REVIEW DEPARTMENT 1999**

## **REVENUE**

		<b>1999 Budget (proposed)</b>	<b>1998 Budget</b>	<b>1998 Actual (estimate)</b>
Stickers	(see note 1)	\$65,000	74,000	\$63,000
SLC Numbers		\$21,000	\$21,000	\$21,000
<b>TOTAL REVENUE</b>		<b><u>\$86,000</u></b>	<b><u>\$95,000</u></b>	<b><u>\$84,000</u></b>

## **EXPENSES**

Sticker Purchases		\$0	\$0	\$0
Salary - Manager		\$43,700	\$43,700	\$42,205.33
- Technician		\$13,104	\$14,040	\$14,040
Benefits		\$1,850	\$1,300	\$1,700
- EI		\$2,350	\$2,350	\$2,250
- Workers Comp		\$400	\$300	\$400
- Medical & Dental		\$2,240	\$2,100	\$800
Manager's Expense		\$4,000	\$5,300	\$2,500
Professional Dues and Fees		\$865	\$960	\$837.50
Depreciation		\$100	\$150	\$150
Administration Fee	(see note 2)	\$15,105	\$2,142	\$8,705
Accounting		\$600	\$700	\$525
Courier		\$50	\$50	\$50
Equipment Rental & Maint.		\$200	\$400	\$0
Insurance		---	\$250	\$194
Interest & Bank Charges		\$320	\$320	\$225
Miscellaneous		\$100	\$100	\$400
Office Expense		\$200	\$1,000	\$250
Office & Computer Equipment		\$200	\$700	\$(100)
Postage		---	\$1,000	\$275.55
Printing		\$100	\$200	\$100
Rent		---	\$3,600	\$900
Staff Training		\$200	\$400	\$100
SRD Review Committee	(see note 3)	\$100	\$500	\$100
Taxes		---	\$172	\$0
Telephone & Fax		---	\$1,250	\$213.65
<b>TOTAL SRD EXPENSES:</b>		<b><u>\$85,784</u></b>	<b><u>\$82,984</u></b>	<b><u>\$76821.03</u></b>
<b>NET SURPLUS / (DEFICIT)</b>		<b>\$216</b>	<b>\$12,016</b>	<b>\$7,178.97</b>



**SRD Notes:**

1. Sticker revenue based on average year sales.
2. The SRD Administration Fee includes various expenses. Each expense is calculated as a percentage of the total administration expense. (See SRD Administration Fee detail below)
3. The expense of the SRD portion of the Administration / SRD Review Committee for 1999 will be part of the SRD budget.

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**SRD Administration Fee**

Mortgage	\$300 /month	\$3,600
Utilities	40%	\$960
Taxes - Occupancy	40%	\$400
- Property	40%	\$1,661
Insurance	40%	\$320
Cleaning	40%	\$216
Tel / Fax	30%	\$960
Office admin. salary	20%	\$4,498
Postage	18%	\$810
Office expense	30%	\$900
Equip rental & maint.	30%	<u>\$780</u>
		<u>\$15,105</u>

## NOTICE OF MOTIONS

### 1998 Annual Meeting

#### Motion 1

Be it resolved that the proposed Alternate Dispute Resolution program be approved by the membership and subsequently sent to the provincial government for recognition and endorsement.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

#### Motion 2

Be it resolved that the proposed regulations for Mandatory Continuing Education prepared by the Continuing Education Committee, be approved by the membership and subsequently sent to the provincial government for approval.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

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# ANTIQUE DISPLAY

## 48<sup>th</sup> ANNUAL GENERAL MEETING

### Prince George Hotel, Halifax, Nova Scotia

### October 28, 29 and 30, 1998

This year we will be try to get a glimpse of the past by presenting a display of antique survey equipment at the annual meeting. To aid in the success of this presentation I am asking that all members check their basement, garage, attic or survey vehicle for any memorabilia. Examples might include transits, levels, chains, drafting equipment, scribing tools, photos or anything else used in the profession. You may check with me to determine if the item is appropriate and also to make your item available for the display.

It would be desirable to have a note that indicates what the equipment is , where it was used, how old it is and the present owner. I plan on making this type of data available on a "show card" that will be attached to the article. Items can be brought to the Association office for cataloguing and storage prior to the meeting or can be brought to the meeting. I would like to know, however, about all items prior to the meeting so that we can prepare our display area accordingly.

The Nova Scotia Museum and the Center of Geographic Sciences have agreed to assist by supplying items that would be of interest to our display. It would also be interesting if the exhibitors could feature items of interest along side the latest technology. We can learn from our past. The equipment and procedures used to do a survey **YESTERDAY** should be a concern when doing a retracement **TODAY!** It's hard to know where you are going if you don't know where you have been. Let's take a look back.

See you at the display.

Fred Hutchinson, NSLS, CLS

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## **SURVEY REVIEW DEPARTMENT SEMINAR DETAILS**

### **Lot Identifiers**

1. Existing properties that are surveyed and depicted on a new plan of survey should be assigned a lot number. Lot number should also appear in the title block.
2. Subdivisions are under the authority of the Planning Act, which demands that lots be identified. There is no standard numbering system in the province (ie. Lands of John Smith showing Lots 98-1 & 98-2 or Lands of John Smith showing Lots JS-1 & JS-2). A few subdivision regulations will be reviewed and it is recommended that each member review the municipal regulations that affect their practice.
3. Consolidations can be difficult to illustrate at times. Requires new lot number that may be influenced by the Municipality, previous lot numbers or both. Description of action in title block or in note form on the plan.

### **Revisions**

1. Revisions allowed under section 66 of the Regulations. Limitation of allowable revisions as per section 5.4 of the Manual of Administrative Procedures for the Survey Review Department.
2. Types of revisions being received.
3. Alternate procedure in dealing with revisions of existing surveys manually drafted on plastic and CAD reproduction.

### **Surveyors Location Certificates**

1. Section 137 of the Regulations deals with the preparation of a Surveyors Location Certificate (SLC) with a diagram. Certain items must be shown while some do not have to but could be shown. Many drawings are prepared not showing the required items.
2. Section 138 of the Regulations deals with the preparation of a SLC without a diagram. Not all members interpret section 138 (1) (a) in the same way, which results in written SLC's of lots as small as 60' x 100'.
3. Section 141 of the Regulations deals with the preparation of a SLC as an addendum to a survey plan. This addendum is sometimes done on the same date as the plan is signed and sometimes the survey plan is over 10 years old.

### **Ordinary High Water Mark**

1. The definition of OHWM is cited in Section 7(2)(g) of the Regulations. Various other definitions that attempt to identify a riparian boundary will be presented.
2. Location methods are outlined in Section 22 of the Regulations. Requires a field decision which may vary from fresh to salt water. Should the tide be observed and used in areas of doubt when dealing with salt water boundaries?
3. Infill situations are being included as part of the surveyed lot and not being identified as an encroachment on the Crown. The new Environment Act will be addressed as it relates to water courses. ☒

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- ~ steel
- ~ boundary
- ~ terminus type
- ~ CLS-77
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- ~ identified washers
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## *Attention: Canada Lands Surveyors*

The Association of Canada Lands Surveyors will be holding an informal information session during the Association of Nova Scotia Land Surveyors' AGM at:

**The Prince George Hotel, Halifax, Nova Scotia**

The purpose of the meeting will be to update Nova Scotia CLS's on recent activities and initiatives of the ACLS.

**ACLS Board Member, Jim Banks**

will speak and be available for questions. ANSLS members interested in CLS affairs are encouraged to attend.

The meeting will be held on

**Thursday, October 29, 1998 from 4:00 to 5:00 pm**

following the ANSLS business meeting.

If you have any questions, contact:

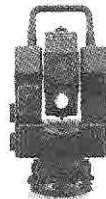
**Jeff Fee, Regional Coordinator, ACLS at 902-835-9955**

## BE TWO HOURS LATE EVERY MORNING.



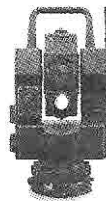
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