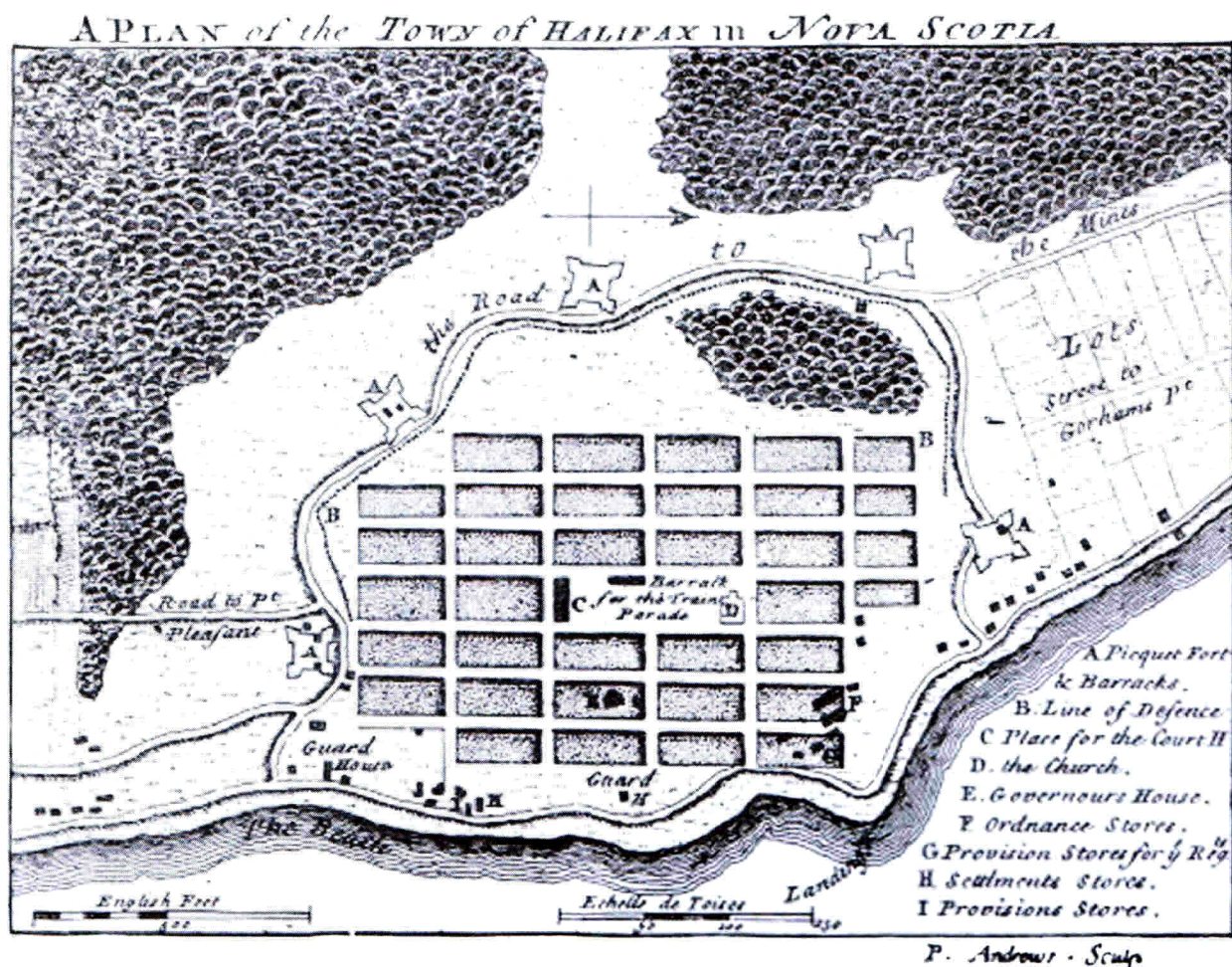


THE NOVA SCOTIAN SURVEYOR

Fall 2003

No. 170

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THE NOVA SCOTIAN SURVEYOR

FALL 2003

No. 170

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THE NOVA SCOTIAN SURVEYOR

Editor: Fred C. Hutchinson

Production: Kathy Alcorn and Wade Company Limited

Cover: The Town of Halifax, in 1749, was laid out in blocks of 320' long x 120' wide, with streets being 55' in width. Each block contained 16 lots measuring 40' wide by 60' feet deep.

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@accesswave.ca

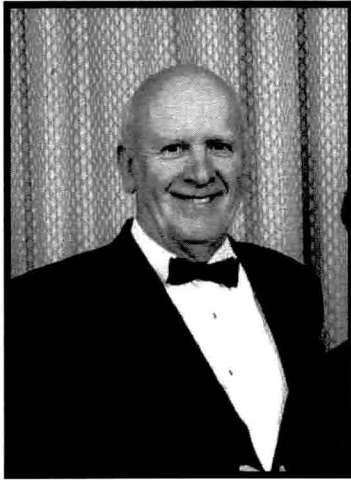
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Letters to the Editor should be limited to one page.

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PRESIDENT'S REPORT

J. Forbes Thompson, NSLS



What a year! A whirlwind pace would be an understatement. When I thought about letting my name stand for nomination as vice-president, I had to consider the following:

- I obtained my licence in 1959 and maybe it was my turn at bat.
- I had recently lost my wife due to cancer and was now looking after my father who was 90 years old.
- I was semi-retired and would turn 65 while holding the office of President.
- Would I be knowledgeable about recent technical aspects of surveying?
- Was my golf game good enough to go on tour?

A lot of things to think about besides the dedicated time factor that the position demands. I am pleased to report, that as I approach the date of passing the torch, I have no regrets. It has been, beyond a doubt, the highlight of my career. To be welcomed at the various

association meetings and to be associated with the high caliber association presidents is a memory to cherish. It was a pleasure to meet with other surveyors from across Canada and invigorating to attend the Presidents' Forum with such a dedicated group of professionals.

Do I recommend the experience? Yes, without hesitation! It is one of the best professional development experiences that a surveyor could participate in. My recent trip to the Manitoba meeting in Gimli culminated my travels outside the province. Many things were discussed but the most pressing issue in Manitoba is the lack of student surveyors. With a membership at 55 and a population of over one million, there is concern that the Association of Manitoba Land Surveyors will not be a viable organization by the end of the decade.

Nova Scotia has certainly seen surveyor membership decline but we are still four times larger than the Manitoba association, with a student membership at the highest it's been in 10 years. There is concern among new members that potential income is not equivalent to other professions with similar educational demands. Maybe our supply is still greater than the demand? Salaries are certainly greater in the provinces where the per capita ratio is higher. In Manitoba, for example, the demand may be exceeding the supply.

Education about surveying in the public school system should be a priority and not just during the senior year of high school. Promoting the industry as a profession is important but it is also important to promote public awareness of the profession and the effect it has on society. The entire municipal tax base is the result of cadastral survey activities. Development does not take place without surveyors and peaceful occupation of property does not occur without respecting the efforts of the land surveyor.

Take pride in your work, be aware of the history of surveying and look to the future with enthusiasm.

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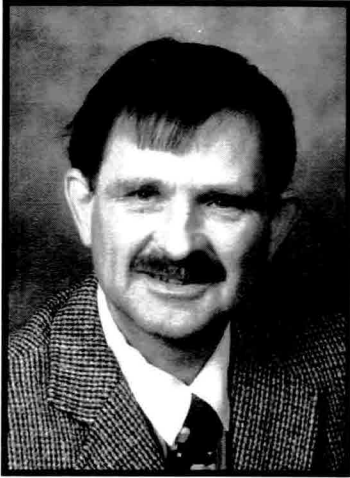
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EXECUTIVE DIRECTOR'S REPORT

F.C. Hutchinson, BA, NSLS, CLS



The Fall issue of the Nova Scotian Surveyor has to be the hardest to prepare. We strive to meet the deadline of the annual meeting in October but seem to have only a small window in which to gather all the material after Labour Day weekend. The new budget, committee reports, proposed motions, Council and zone meetings all must be attended to. Despite the problems, the publication somehow gets to print and delivered on time.

A great deal of office time is consumed in dealing with questions from the public. Many questions are concerns addressing property rights or boundary law. We welcome these types of questions and do the best we can to answer them. The issues dealing with professional surveying services are a tad more difficult. They can be a simple inquiry as to why

the survey results do not match their deed description or a stickler like "my neighbour just had a survey done and now there are two markers at my corner, which is the right one?"

Possibly the most disturbing calls are about surveyors not returning calls, not completing projects, not explaining the results of a survey, not communicating with clients and cost overruns without consent. The office also deals with calls from the police about boundary conflicts, marker removals and trespass. The differing of opinion on extent of title by two surveyors is by far the hardest type of call to deal with.

I am continually surprised at how quickly and with how little research, surveyor A and Surveyor B are willing to disagree. Are they always acting as a professional or do they get caught up in the game and act as an advocate? The area of conflict quickly goes from a "text book" survey problem to a war zone. Battle lines are drawn, sides are chosen, damages are assessed and the surveyor watches from the sidelines.

How educated is the practicing surveyor of today? I don't mean how many years of schooling one has or that a university degree was obtained 30 years ago. I mean, how many court cases have you read in the last five years? Have you read a survey

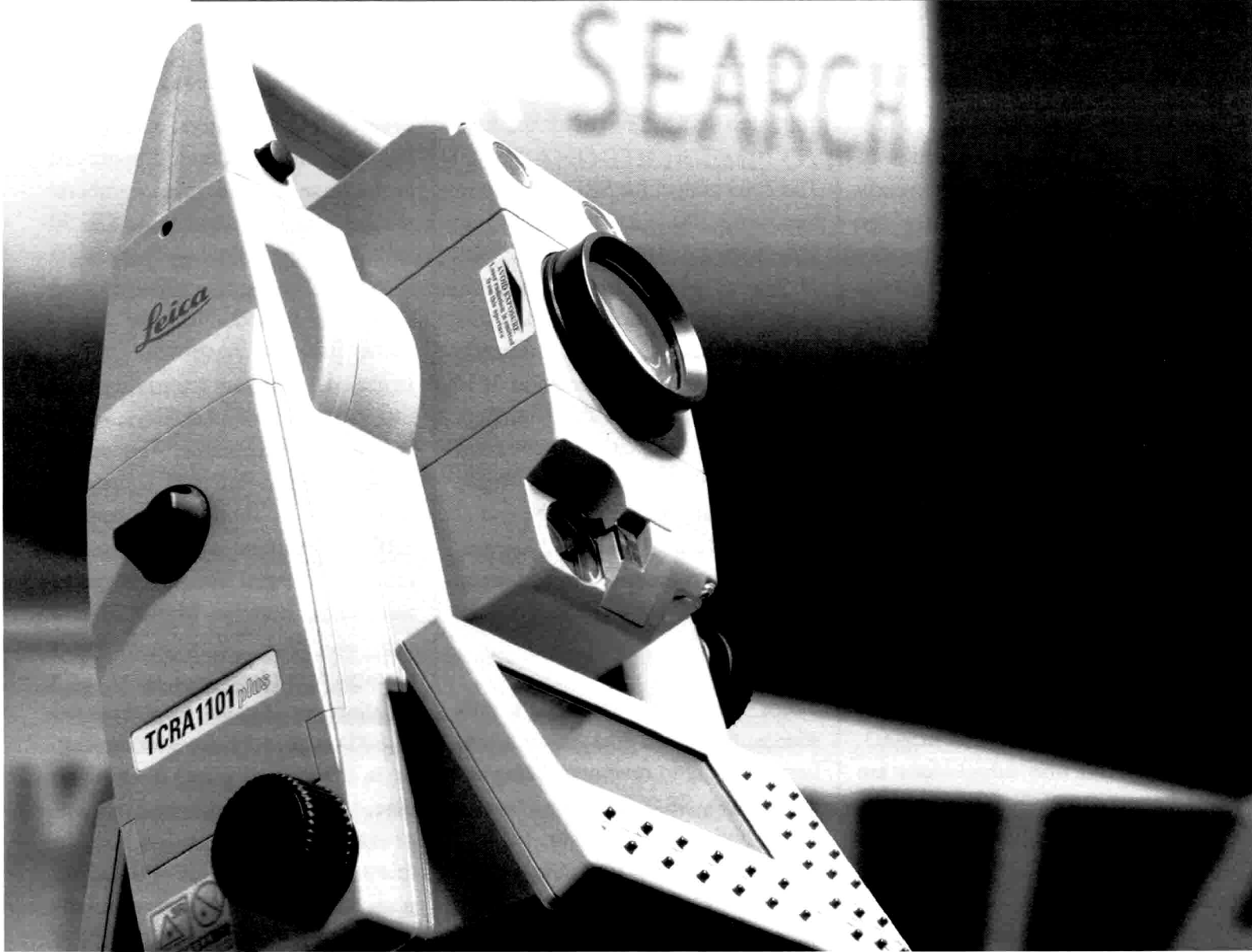
text book since you obtained your licence? Do you subscribe to survey journals besides this one? When was the last time you borrowed a book from the library? Education is a lifelong experience and one that never ever ends.

Let's pretend that you need surgery or to be defended in court. What kind of professional do you look for and what are you willing to pay? One who is current with continuing education and takes the time to explain the pros and cons of each alternative or one who gives you the lowest price? Like those of other professionals, the opinions of surveyors are education based and must be defensible in court. Intuition, gut feelings and the ability to hypothesize are great assets but hard to defend. Have you developed your expertise entirely by trial and error or have you also been assisted by continuing education?

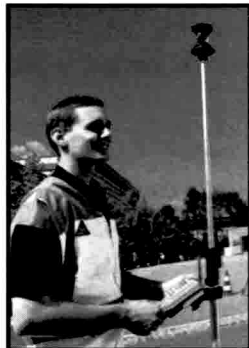
Self-governing associations exist by legislation on the premise that the public's interest is protected and for the continued professional development of the profession. Without adhering to the philosophy of mandatory continuing education, a self-governing body fails to meet the very objectives on which it was founded. I urge all members to support mandatory continuing education.



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SRD MANAGER'S REPORT

by Gerry Bourbonniere, NSLS

This report provides some background on the financial position of SRD in 2002 and 2003. The yearly budget is prepared in August of the current year which is four months before final year-end figures become available. It is difficult to prepare a budget this far in advance, especially where the sole revenue is based on something over which the members and the department have little control – the number of plans prepared by our members.

Please see insertion Appendix "A" for SLC sales and SRD plan submissions over previous years. Note that 200 fewer plans were submitted in 2002 than in 2001 and a further reduction of 200 is expected in 2003. It is believed that submissions are now generally current, with some exceptions as detailed later in this report.

The budget for 2002 projected a deficit of \$3,500. The audited financial statement for 2002 (see this issue of the "Surveyor") shows an SRD surplus of \$2,500. This \$6,000 difference was due to actual expenses being lower than budgeted because of less benefits being paid for SRD staff and lower manager's expenses than proposed. As the lesser amount paid for benefits is directly attributed to the incumbent personnel, the amount for benefits remains in the budget for the ensuing years. The revenue for

2002 was also \$2,700 below budget.

The 2003 budget for SRD proposed a loss of \$3,200. However, based on submissions of 1900 plans to the end of August and an average of 1150 plans received over the final four months of previous years, submissions of plans are projected at 3050 (384 less than in the 2003 budget). SLC sales are projected at 6200 compared to 6500 in the budget. This is based on sales of 4200 to the end of August and a projection of 2000 over the last four months of the year based on averages over several previous years.

These two items are SRD's only source of revenue. The reduced numbers translate to revenues being approximately \$8,000 less than in the 2003 budget. However, as the amount budgeted for certain staff benefits has again not been paid, expenses will also be lower than in the budget. The projected deficit for 2003 is in the \$8,300 range.

In preparing the 2004 budget the 2003 projected SLC sales and plan submissions were held to determine the SRD revenue. The increase in expenses, some of which SRD has no control over, and the staff benefits unpaid in previous years, resulted in a budgeted deficit of \$13,000. In reviewing the budget, Council determined that the deficit was caused by

fewer plan submissions resulting in lower revenues. Council approved an increase in both plan numbers/stickers and SLC numbers to \$20.50 and \$4.00 respectively. This results in the SRD budget for 2004 showing a deficit of \$1,600.

In general, members are paying their SRD accounts within 60 days, which is certainly acceptable. However, some members are still somewhat delinquent in submitting plans to SRD. An example is the submissions received in April 2003. The plans were dated between March 22 and July 30, 2002. Regulation 94(3) requires that **plans and surveyor's location certificates be submitted to SRD within 30 days of signing, or in the case of plans of subdivision, within 30 days of final approval under the Planning Act.** In this example, 50% of the twenty plans submitted were plans of subdivision, therefore SRD should have received the others no later than August 31, 2002. I suggest that many of the plans of subdivision could also have been submitted by this date.

Regulation 99 calls for every member to fully co-operate with SRD. This co-operation includes following all the regulations pertaining to the administrative operation of SRD, not just requests which SRD may have for information relating to a specific survey project. ☒

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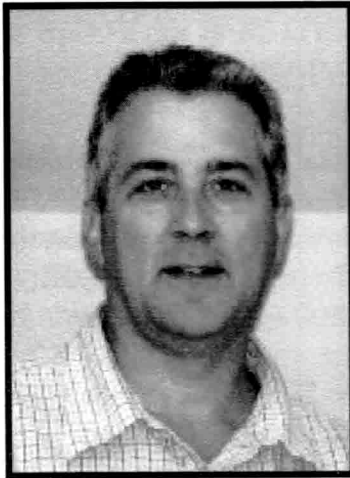
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**CANDIDATE FOR PRESIDENT
JEFF FEE, P.Eng, NSLS, CLS**



Jeff has been involved in the surveying industry for 28 years. He spent his early years as a surveyor working in northern Alberta and the Arctic. He returned to school in 1977 and received a degree in Surveying Engineering from the University of Calgary. Jeff was formerly a partner with S D M & M. Since 1994 he has been employed with Terrain Group of Bedford.

Jeff has served on Council for three years and is currently vice-president of the association. From 1993 - 1996, he was chairman of the Halifax Branch of the Canadian Institute of Geomatics. He is the regional coordinator for the Association of Canada Lands Surveyors. Jeff presently chairs the ANSLs Nova Scotia Coordinate Referencing System Task Group and the Administrative Review Committee.

Jeff will work towards streamlining the structure of Council and committees to enable more effective and responsive change within our association. He would like to see official adoption of the new NSCRS in the coming year. Finally, he hopes to initiate a review of our long-term goals in order to more clearly define our future direction as a professional body.

Jeff's wife, Sandy Porteous, is a manager with CBC and a newspaper columnist. They have a son and a daughter attending university in the Maritimes. They reside in Bedford and enjoy travelling. ■

**CANDIDATE FOR VICE-PRESIDENT
JOHN W. ROSS, NSLS, CLS**



John W. Ross, NSLS, CLS is a Pictou County native who went from high school graduation in 1968 to summer employment with M.H. Wadden Surveys Ltd. and then on to the Nova Scotia Land Survey Institute. John completed two years of pre-Engineering at Dalhousie University.

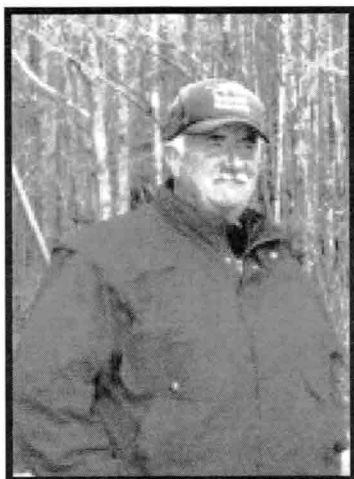
John's experience in private legal, municipal, control and Crown Land surveys led to obtaining his NSLS commission in 1973. He spent fourteen years with the NS Department of Lands and Forests, seven years as Crown Land Surveyor for Cape Breton Co. and six years as Special Projects Surveyor in eastern Nova Scotia. He spent half a year in head office as an assistant to the Inspector of Legal and Technical Surveys. From April 1987 to present, John has been the proprietor of Landmark Surveys Limited.

John has been a member of CIG since the 1970's and obtained his commission as a Canada Lands Surveyor in 1982. Within ANSLs, he served on the first Continuing Education Committee, served as Councillor for Zone 5 (1978-1980) and Zone 4 (1986-1988). More recently, he was a member of the 2002 Convention Committee.

John was, for a time, a volunteer fire fighter and trustee of the local fire department.

John and his wife, Bev, live in Riverton, Pictou County, where they raised four sons. ■

**CANDIDATE FOR COUNCILLOR
ZONE 2
JOHN R. LOGAN, NSLS**



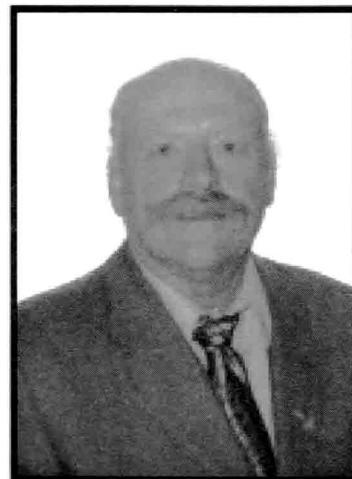
John Logan was born and grew up in Pictou, Nova Scotia. He attended Pictou Academy, St. F.X. University and graduated from the Nova Scotia Land Survey Institute in 1965. He received his commission as a Nova Scotia Land Surveyor in 1972.

John has worked with the Canadian Hydrographic Service as a student hydrographer, with Canadian National Railways for 3.5 years in Newfoundland and with Parks Canada for 30 years. He is currently in private practice.

John's interests, besides his grandchildren, include sports and gardening. John and his wife, Mary, live in Maitland Bridge, Annapolis County. They have two daughters, Wendy, a nursing resident in Oromocto, NB and Heather, a doctor, residing in Halifax.



**CANDIDATE FOR COUNCILLOR
ZONE 5
STEWART F. SETCHELL, NSLS**



Stewart F. Setchell, was born and raised in Westmount, Cape Breton Regional Municipality.

Upon graduation from Riverview Rural High School, Coxheath, in 1970, he attended the Nova Scotia Eastern Institute of Technology, (now The University of College of Cape Breton). He graduated in 1972 with a diploma in Civil Engineering Technology, and worked in construction before going to the Nova Scotia Land Survey Institute in 1974.

After graduation Stewart articleed with John S. Pope, NSLS, CLS, and Russell MacKinnon, NSLS. In the summer of 1980 he became surveyor for the Cape Breton County Engineering Department and is still employed with the Cape Breton Regional Municipality.

Stewart served as ANSLs Zone 5 councillor from 1986 to 1988, and served on Convention Committees three times, including one as Chairman in 1987. In April of 2001, Stewart received an "Exceptional Volunteer Service" award from the Premier. He has also been involved with the development of female hockey in Nova Scotia for over a decade.

Stewart and his wife, Rosalind, have two children, Michael, 23, and Cheryl, 21.



**CANDIDATE FOR COUNCILLOR
ZONE 6**

ROBERT B. ASHLEY, P.Eng., CLS, NSLS



Robb was born and raised in Ontario where he graduated from high school in 1976. After traveling and working in western Canada for a year, he enrolled in the Surveying Engineering program at UNB and received his degree in 1981.

Shortly after graduation, Robb joined a large surveying and engineering firm in Toronto and worked on various projects overseas and in Ontario. Between 1983 and 1985, Robb worked on east coast offshore projects, obtained membership in APENS and received his CLS commission. He then commenced articles with Glenn Crews, NSLS and received his NSLS commission in 1988.

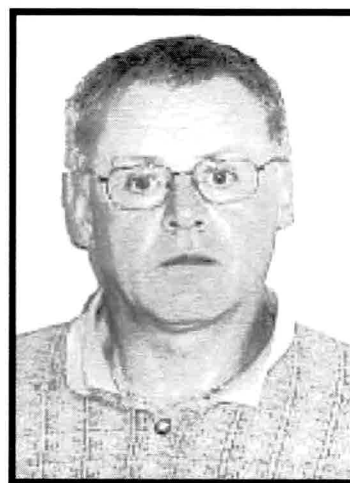
Once licensed, Robb created Shore Consultants Limited, and began his private practice. Robb and Glenn Crews formed North Star Surveying and Engineering Limited in 1992 with an office located in Lower Sackville.

Until recently, Robb has spent considerable time coaching and administering minor hockey programs on the Eastern Shore, where he resides with Colleen and his two children, Spring and Sam.



**CANDIDATE FOR COUNCILLOR
ZONE 6**

TERRY MacGILLIVRAY, NSLS



Terry MacGillivray was born in Antigonish in 1951. He graduated from the University of New Brunswick in 1981 and received his commission as a Nova Scotia Land Surveyor in 1984.

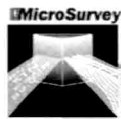
Terry worked with C.J. MacLellan & Associates and Taylor & MacKeen Surveys Limited, where he articulated under Lloyd Taylor. He is currently employed with the NS Department of Natural Resources in Halifax and resides in Dartmouth.



Editor's Note re Zone 3:

At press time there was no candidate nominated to represent Zone 3 on Council.

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What Will Our Future Be?

by Joe Dolan, PLS

Reprinted from *The Nevada Traverse*, Vol. 30, No. 3, 2003

Mr. Joe Dolan is Vice-President of Dolan & Associates, Land Surveys and Planners, a full service woman owned business in Atlantic City, NJ. He is a past president of the New Jersey Society of Professional Land Surveyors. He is a member and current treasurer of the board of directors of the American Congress on Surveying and Mapping. He is a trustee of the National Society of Professional Surveyors. He is also a member of the Surveying Program Advisory Board of the New Jersey Institute of Technology and Gloucester Community College. Mr. Dolan teaches the seminar, "How to Write Legal Descriptions" for the title and legal profession. Mr. Dolan has been licensed as a professional land surveyor since 1977.

The events outlined below prodded me to write this article. Quite honestly, I was not sure what to title it. I considered "What Happened to a Proud Profession?" "No One Knows Who We Are," and "Did We Really Do This to Ourselves?" They all have a somewhat negative connotation, so I opted for the above heading. Some people had very serious reservations about publishing this article. Not that they disagreed with its content, but they feared the "Kill the Messenger" syndrome. I have overcome this fear and now proceed at my own peril.

What lies ahead for the profession of land surveying is, of course, unknown, but if we are to survive and prosper, it must be a positive road we travel. Here is how I have come to this realization.

I don't get in the field as often as I would like any more; however, a recent rush project for a good client required my presence. I experienced something that has happened to me — and I am sure to all of us — more times than I care to remember. This time it struck me in a way that made me want to change the circumstances that permitted it to happen. What was this affront to my sensibilities? A young person who appeared to be a middle-school student uttered the age-

old request, "Hey, Mister, take my picture." Usually, I would have given him a terse, "it's not a camera, son" response, and ignored him. This time, I took a moment to give him a quick explanation of what a total station is and what a "Land Surveyor" does.

Within the next few weeks I had three more encounters, this time with the medical profession. Now that my age is at the old national speed limit, I get to see more doctors. Some of you are familiar with that phenomenon, and you younger surveyors will be there before you know it. When you go to a new physician, one thing you will most certainly be asked is, "What do you do for a living?" The response, "I am a Land Surveyor," inevitably draws a blank stare. The explanation of our profession brings some semblance of recognition, but not enough, and the subject is quickly changed. The last blank stare I received was from a physical therapist, a fine young man with a master's degree, that drove me to try a different explanation: "You know," I said, "Mount Rushmore, Three Surveyors and the Other Guy?" That was a serious error in judgement on my part! I went back to the standard explanation, and I made up my mind to write about the future of our profession.

Unfortunately, my good intentions got pushed onto the back burner. Then, after attending two state conferences, my determination to do something got a second wind. At both conferences, education was a hot topic of conversation. Another topic that dominated part of the discussion was surveying fees.

Several speakers gave excellent talks that provided much-needed food for thought on the current status of our profession. One individual made comments that, quite frankly, incensed me to the point that I left the room for a few moments to regain my composure. His comments were along the lines of "entrepreneurs don't become surveyors," and "no one goes into surveying to make money." I could not believe my ears, but perhaps he had a point.

We have just come through possibly the greatest economic period that we will see in our lifetime — the 1990's. Where did this unprecedented economic development leave many in our profession? Still slugging it out to see if we can undercut our competitors' \$250 fee for a half-acre lot survey! We know that we lose money on every one of those, but we make it up on volume! Right!

Many surveyors are not good business people, but I am aware of quite a few who are excellent and have developed extremely profitable survey-only or multi-disciplinary firms. One trait those profitable firms seem to share is that they don't do individual lot surveys unless they are in one of their developments. The small lot survey is not beneath them; the reason is that they can't charge what the job is worth.

A small lot survey done correctly is a time-consuming task. I teach a seminar on survey costs. The workshop attendees' analysis of the time and effort required to perform a lot survey consistently results in the conclusion that the fee should be between \$1,000 and \$1,500 for a typical survey of a lot up to a half acre. They also admit that they would be afraid to charge what the job is really worth. Their fear is that the realtor or attorney would never call them again. Across the United States, it is acceptable for the real estate profession to charge a 6 percent commission for residential and 10 percent for commercial properties, while the surveyor's fee is a source of constant scrutiny and concern. The last time I looked, realtors are a regulated profession just as we are. It might be worth our while if all the state societies checked the laws of their states to determine what makes the realtors' percentage of sale price legal and, more importantly, why are their services price-fixed.

If price fixing is good for realtors, it would be marvelous for us. The title transfer survey is certainly worth a 1 percent fee on the sale price. It should be the goal of every State Affiliate to make a determined effort to standardize and legalize the fees for surveyors' services in a similar manner. Aren't we more than just a little tired of realtors, attorneys, and title companies dictating our fees? The majority of the people in the real estate industry (and that includes attorneys and title people) have little understanding of what effort is

required to perform a title survey, or any other kind of survey for that matter. Do you know why? It is the fault of the land surveyor. We haven't explained it to them. What some of us have done is given in to their "cheap and quick" demands and supplied them with a work product that is, unfortunately, in many instances, not a quality product. They don't expect anything more. Some of us prostitute ourselves to the so-called "agents" of the people who are our real clients. I always wonder how an attorney, who is supposed to represent the same client we do, can accept some of the "cartoons" they are furnished in lieu of a professionally prepared plat. We have all seen those quick and cheap plat imitations and can name the offenders without any effort to recall the names. The attorneys should know better, and we certainly do know that it is time to put a stop to all the things that detract from our profession!

How do all of these items tie into our professional future? Let me try to bring some continuity to my perceptions of our current condition.

The majority of the public does not know what a land surveyor is. People may have some rudimentary knowledge of our profession, but this knowledge is not as profound and as common as that of the other professions. That lack of knowledge is one of the land surveying profession's greatest challenges. Why? Because young people are not entering our profession! Look at the condition of the four-year degree program enrollments across the country. None of them are overrun with students. The program at Metro was almost lost; the program at Salina, Kansas, recently announced that it is closing; University of Maine at Orono just avoided elimination. Colleges and universities must have a sufficient number of students to be able to continue offering any program. It's simple economics. Not enough students and the program will be abolished.

I am aware that many within our ranks don't believe that a four-year degree is required to be a land surveyor. Some are so opposed to continuing education that, in states where it is mandatory, they have formed new organizations to have it eliminated. I won't have that discussion here; perhaps another article is needed to discuss that issue in depth. Without a formal college education, I believe, our profession

will die; we cannot survive and prosper without it. What will entice young people to join our ranks? I do not feel that name changes like "geomatics" or "geospatial" are the answer. Think of what happened to that well-known boxer who changed his name before signing a contract for his biggest fight and then wondered why the ticket office had trouble selling tickets for the match. Nowadays, no one knows who or what a land surveyor is — and that's a pretty straightforward description of what we do! So if the "land surveyor" term can't do the job of gaining us the professional recognition that doctors or lawyers enjoy, how will the more esoteric "geomatics" term help us?

I believe that solving the recognition problem will take some time. We need a massive public relations effort. Through a coordinated effort of the national and state societies, we must make sure that the National Trig-Star Program is offered in every high school, every year. Trig-Star is not intended to locate the best candidates to join our ranks; it lets young people and educators get a look at who we are. It's therefore

imperative that we get information about our profession to all the high school guidance counselors on a regular basis, with timed follow-ups.

We, the members of the profession, working through our societies, should visit every Rotary, Lions, Kiwanis and other private club in the United States and tell them who we are! The promotional films we have need some updating, but they are sufficient to start the process. We can update them in time for the second visit; in order to be effective in educating the public about who we are, the process must be a continuous effort.

Every State Affiliate should have a "Speakers Bureau" — a group of members designated to make presentations to professions who use the same technology we do or share with us the responsibility for well-regulated development of the land, or indeed, to any group that we can get in front of to tell the land surveyor's story. Almost every larger community has a Chamber of Commerce; join it and become an active

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member! You can sponsor local sports teams, get involved in the activities of your child's school, cultivate contacts with the public radio and TV — anything that will keep the profession in the public's eye in a positive way.

Another major issue that will impact our ability to entice young people into the profession is the financial potential they can achieve once they graduate with a degree in Land Surveying. We must ensure that graduates are paid top starting salaries. We can't ask young people to invest four or more years of their life and money to enter our profession and then not offer them a financially healthy future. Paying top salaries requires profitable firms. Are we as a profession capable of doing that on a consistent nationwide basis? Right now, I believe the answer is no. If you don't believe me, look at our program enrollments! Offering 50- to 60-hour weeks for low pay will not fill our ranks.

The business side of our profession must improve. We face numerous challenges from allied professions and ourselves. Everyone seems to take a turn at attempting to encroach on what we perceive as our turf. We claim work that we do not make any effort to actually do. GIS is the perfect example. Please explain to me why we shouldn't be the leading professional in all aspects of GIS, not just base control. The land surveyor should have dominated the GIS area — but all we did was give it some minor lip service. Others got involved and took control without so much as a collective whimper from the surveyors. Those folks are now seriously looking at ways to eliminate us from the whole process of collecting geographic data, analyzing them, and transforming them into a map. We avoid low-order GPS work like the "smallpox and other weapons of mass destruction," but complain bitterly about anyone who does the work.

GIS may be the biggest threat to our profession BECAUSE we haven't become involved in it! What are all those small firms that manage to survive on mortgage surveys going to do when their surveys wind up in an accurate GIS, and title insurers and lenders make a business decision not to require surveys anymore. This scenario is far from being far-fetched,

and not so far down the road either. Are we ready to handle this, or any number of other scenarios that would be devastating to us? I doubt it. Let's think about licensing our surveys in a GIS; every time someone uses it, we should get a royalty. Recording artists in the music industry get paid every time a song is played.

We must expand our horizons! We are licensed in order to protect the public. Why isn't every tax map in the United States prepared and maintained by a land surveyor? I haven't seen many tax assessors' acreage figures that were less than what the parcel actually contained. Somehow, they are almost always more. New Jersey is the only state I am aware of that requires a licensed land surveyor to prepare and maintain tax maps. There is so much work that we are in danger of totally ignoring if we insist on sticking to our "traditional boundaries of work"! Think about what we could be doing!

What will our future be? If we don't change and do it soon, the answer to that question is that we may be gone by the year 2050; our beloved profession will never see the 22nd century. We may survive as a minor branch of technical engineering — and if that doesn't make your blood run cold, then you're already gone!

I believe we can do whatever is necessary to ensure a bright future for our profession. We have the talent within our ranks to do it; let's focus on the things that will enhance and grow our profession. Where do we start? Right on our own turf. How about supporting our state and national societies with 100 percent joint memberships of all licensees. Individual state societies cannot accomplish the nationally coordinated effort that will be needed to gain more and better public recognition of the value of our profession for the well-being and safety of that same public that uses our services but doesn't know much about us.

The New ACSM is what surveyors have said they wanted for the last ten years. Well, the time is here. Join the new ACSM! Participate! Give your time, money, thoughts, and heart to our profession. Strength in numbers with a single clear voice is the answer to overcoming all our challenges. I hope you agree. ☒

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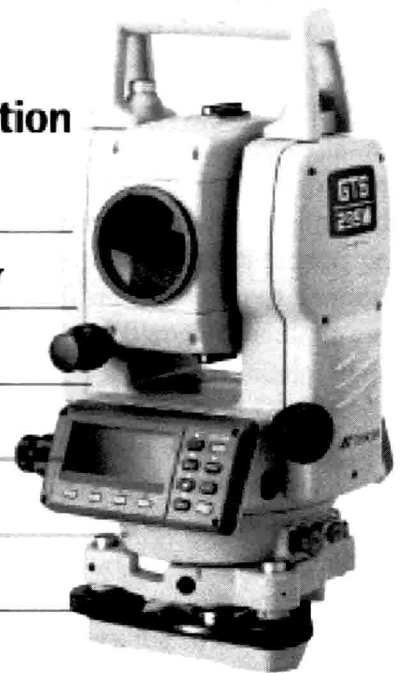
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COMMITTEE REPORTS 2003

ADMINISTRATIVE REVIEW

The Administrative Review Committee (ARC) is charged with monitoring the Association office and the Survey Review Department. The committee consists of David Roberts, George Bruce, Albert MacCallum, George Podetz and Jeff Fee.

The new chair was not appointed until December due to an expected change in the committee structure. The chairman held an informal meeting with the Executive Director in June to review operational issues.

On September 9, 2003, a full day meeting was held with all members in attendance. The Executive Director and Survey Review Department Manager were interviewed by the committee. The following items were dealt with:

- A new Group Insurance policy is in place for ANSLS staff.
- The building mortgage was reviewed.
- ANSLS ownership shares were reviewed.
- The vacant lot disposal was revisited.
- A prospective purchaser of the vacant lot was interviewed.
- The committee was updated on the new office tenant.
- Meeting and storage space was discussed.
- Staff annual evaluations were received and reviewed.

- General review and discussion of 2002-2003 Administration and SRD operation.
- Review and discussion of the 2003-2004 Administration and SRD budget.

The September meeting was very productive. Additional action items will be dealt with by Council on September 12th and at the AGM in October.

The Association Executive is not as active as it once was. Therefore the ARC needs to be a more effective and responsive entity. To that end, our members will be recommending a new committee structure for consideration by Council.

Jeff Fee, NSLS
Chairman

Atlantic Provinces Board of Examiners for Land Surveyors

The board has not met in the past twelve months. The three Nova Scotia representatives met in the early summer of 2003 to discuss the future role of APBELS and the need for a meeting. A request for a meeting was placed with the chairman through the registrar. It was decided that a meeting was not required at that time but a conference call would be arranged sometime in the future.

The Nova Scotia representatives on the board are: Grant McBurney, Paul Slaunwhite and John MacInnis.

John C. MacInnis, NSLS

BY-LAWS

Allan Owen (C), George Bruce, Peter Lohnes, Brian Wolfe

The By-Laws Committee held two meetings since the 2002 AGM. A general review of our by-laws has been completed, which will result in 3 motions to be presented at the 2003 AGM.

Part VIII of our Regulations (Mandatory Continuing Education) has been discussed by a combined By-Laws/MCE Committee to determine which regulations can be changed to by-law status to facilitate management of the program. The proposed changes will also be presented as a motion.

One of our Committee goals for 2003 was to amend Section 13 (retired member status).

Changes to the by-law will first require changes to the Act. The Statutes Committee accepted our request to initiate these changes, however we have received no response to date.

Allan Owen, NSLS, CLS
Chairman

Committee Reports (continued)

CCLS

The Canadian Council of Land Surveyors held several meetings during the past year. The Annual General Meeting was held during the month of April in Calgary, Alberta in conjunction with the Alberta Land Surveyor's Association Annual General Meeting.

The current Board of Directors is composed of Wayne Hodder, NLS; Serge Bernard, PEILS; Gerald A. Pottier, NSLS; H. Murdock MacAllister, NBLs; Rick Dixon, OLS; Gord Lund, MLS; Guy Craig, SLS; Munroe Kinloch, ALS; Dave Bazett, BCLS and Carl Friesen, ACLS. The Executive Committee members for this year are Jim Dobbin, NBLs - President; Bert Hol, BCLS - Vice-President; Greg Brown, BCLS - Past-President and Gord Lund, MLS - Secretary / Treasurer.

The focus of CCLS during the past year has been on long established programs, new initiatives and partnerships, future direction and strategic planning. CCLS strives to serve its members on a national level. Some of the initiatives were as follows:

1. Board of Examiners Coordinating Committee: The University of Calgary and the University of New Brunswick Geomatics program will soon need review and it is recognized that a review of the evaluation and accreditation process itself will be required in order to ad-

dress the changing face of Geomatics education.

2. Co-management Agreement between CCLS, CIG and GIAC: All three groups share office space, rent, office equipment and human resources in Ottawa. Decisions regarding the future of the co-management agreement will be made in one year's time and the input of CCLS's member associations will be sought.

3. Geomatics Human Resources Sector Council: The potential development of a Geomatics Human Resources Sector Council has been under consideration since January 2002. There is currently consensus from the leadership of CCLS, CIG and GIAC to pursue to issue, with Human Resources Development Canada.

4. Labour Mobility for Canadian Land Surveyors: CCLS recently hosted the second annual review of the Mutual Recognition Agreement for Land Surveyors under the Agreement on Internal Trade.

5. National Board of Examiners: At this point the National Board of Examiners Committee is gathering formal responses to the proposed model, the goal being a consensus decision by the Associations who hold the legislative authority for evaluation of academic credentials. A decision will be sought this fall regarding moving forward with the proposed model or alternative strategies.

6. OAGO Re-integration into CCLS: l'Ordre des Arpenteurs--

Géomètres du Québec held its annual meeting at the end of May and CCLS is pleased to announce that plans for Quebec's rejoining CCLS were confirmed by the membership.

7. Professional Liability Insurance Committee: The PLIC continues to promote the use of the CCLS Loss Prevention and Practice Management Guide which contains information about business communication, practice exposure, claims handling, risk management and contracts. Our own Jim Gunn chairs this committee.

8. Strategic Planning Task Force: A formal strategic planning process has been implemented by CCLS. The emphasis for 2003-04 is to build on the work to date and ensure that other CCLS projects are progressing in parallel with strategic planning and not overshadowed by it. A detailed presentation about CCLS and its strategic direction is in the final stages of development. The task force will be meeting in Halifax in conjunction with our Association's AGM and a detailed report will be presented to the membership.

In summary, the current action sheet of CCLS is extensive. There will be specific opportunities for everyone's input and participation in the coming year as well as CCLS' virtual open door policy for its member associations.

Gerald A. Pottier, NSLS
NS CCLS Director

Committee Reports (continued)**COMPLAINTS****Committee Members:**

Glenn Crews (C) Stephen White
David Lorimer Ted Webber
David Whyte

Our committee meets every month to review the progress of each complaint. As of September 1st, a summary of last year's work looks like this:

- 13 complaints were under investigation at last report;
- 5 complaints are new since last report;
- 5 complaints were dismissed;
- 1 complaint was withdrawn;
- No complaints were forwarded to Discipline;
- 12 complaints are currently under investigation.

Most of the complaints received are boundary disputes. Either the client, a neighbour or another surveyor doesn't agree with the location defined by the surveyor. This committee does not act as judge in these cases. However, we do investigate the evidence, ie: documents, plans and testimony, that led the surveyor to such conclusions. It must be plausible and unbiased. Professionals don't make conclusions in a vacuum of information just to finish the job... and surveyors are professional.

I appreciate the thoughtful opinions of the committee members and thank them for their guidance this past year.

Glenn M. Crews, NSLS
Chairman

CONTINUING EDUCATION

The Continuing Education Committee met on January 21st, 2003. The principal objectives were preparation of a working model for a points reporting form for compliance with the Mandatory Continuing Education (MCE) program, and an examination of Sections 144-156 of Part VIII of the Regulations to determine whether the objectives of the program are best served and implemented by moving some of the sections to by-law status.

The MCE program was revised and re-issued for committee review on February 18th, 2003. By March 3rd, 2003, the sub-committee had produced a draft model of the MCE points reporting form for circulation and review by committee members. It is presently undergoing review and revision.

The task of devising topics and procuring presenters for seminars continues, with comments and suggestions from the membership always welcome.

Bob Becker, NSLS
Chairman

DISCIPLINE

During the past year there were no new disciplinary matters to deal with.

On May 31, 2002 a discipline hearing was held as previously reported. That hearing resulted in

a Discipline Order and the member has appealed to the Nova Scotia Court of Appeal. The hearing date for the appeal is set for December 4, 2003.

The members of the Discipline Committee are Harold Lively, (C), Walter Rayworth (VC), Allen Hunter (Sec), John Pope, David Wedlock, Bill Thompson, and Peter Lohnes. For the above-noted discipline hearing, Joe Alcorn was appointed to replace Peter Lohnes who could not attend.

Thank you to the members of the Discipline Committee for their continued dedication.

Respectfully submitted,
Harold S. Lively, NSLS
Chairman

NS BOARD OF EXAMINERS

The Nova Scotia Board of Examiners held meetings on December 10, 2002 and July 22, 2003. Student membership, as reported last year, was 21. We have had nine new student members approved this past year and three student members obtained their licence. One of the three to receive a licence did so under the CCLS Labour Mobility Agreement. This results in a net gain in student membership of six.

Regular membership has declined by 68 members since 1993, while student membership has increased by 15. We still appear to be able

Committee Reports (continued)

to attract young professionals to the industry, which is encouraging.

Three students have presently completed all requirements except the submission of the assigned survey project. The review of the survey projects is done by a "special examining committee" whose membership consists of John MacInnis, Doug MacDonald and John Conn. A thank you is extended for work completed and work yet to be performed. I would also like to thank Grant McBurney for his assistance in the setting and marking of the written examinations supervised by the Board.

As chairman, my appreciation is extended to the following Board members for their counsel and dedication: J. Forbes Thompson; George Sellers; Kevin Fogarty; Bruce Gillis, QC - Barristers' representative; David Cushing, P.Eng, - APENS representative and Keith AuCoin representing the Minister of Natural Resources. A special thank you is extended to retiring member David Cushing for his 20 years of service as APENS representative.

John C. MacInnis, NSLS
Chairman

NSCRS TASK GROUP

Our committee was active this year, working towards the final design and implementation of the new NSCRS. In 2000 our group

had a series of meetings with Service Nova Scotia and Municipal Relations (SNSMR), and prepared a formal position paper. In the fall of 2002, SNSMR issued an RFP for a consultant study on official adoption and implementation of the NSCRS. The contract was awarded to Jacques Whitford Environmental Limited (JWEL). To further our agenda, our group:

- Reviewed the draft RFP and provided feedback to SNSMR.
- Requested the study questionnaire be sent to all ANSLs members.
- Encouraged our members to complete the questionnaire.
- Lobbied our members in government and other stakeholders.
- Researched administrative and technical issues in other provinces.
- Prepared a final Association brief together with recommendations.
- Conducted numerous meetings with the consultant representative, Mark Doucette.

Our main recommendations summarized in our brief of April 22, 2003 were:

- Move to NAD83 (CSRS).
- Integrate the HPN and ATS77 networks.
- Maintain the MTM map projection.
- Formalize adoption through legislation.
- Provide tools to convert historic datasets.

On June 23rd SNSMR held a work-shop - information session in Wolfville to present the consultant's findings and receive stakeholder feedback. There were approximately 40 in attendance, representing both the surveying and mapping communities. While these two groups have different agendas, the session had tone of mutual cooperation. Some 82 questionnaires were received by the consultant. The key findings were:

- The coordinate referencing system is widely utilized.
- Private industry is the largest single user.
- The mapping and GIS community prefer the UTM projection.
- Most support a transition to the NAD83 (CSRS) datum.
- Those involved in ground based applications prefer the MTM projection.

Most of the workshop participants agreed that both UTM and MTM are needed to meet the demands of surveying and mapping users. Many public and private sector organizations have already moved to UTM with the support of SNSMR. With this in mind, we may need to adjust our strategy to ensure continued support of the MTM projection within the context of a dual system.

With regard to the datum change, the provision of CSRS values for ATS77 monuments will most likely be through a network re-

Continued on page 24

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Committee Reports (continued)

adjustment, rather than a grid shift file. This is our preference and we shall continue to lobby SNSMR to ensure this solution.

The study was completed by the consultant in July. SNSMR are reviewing the recommendations and will develop a policy and implementation plan this fall. They have indicated that our association will continue to be consulted as they move forward.

While we have not achieved all of our goals, many of our concerns appear to have been addressed. We will continue to liaise with SNSMR in the coming months.

Jeff Fee, NSLS
Chairman

PUBLIC RELATIONS

The association website has been the focus of the committee's attention this past year. We have posted the historical membership listing, which will only require revision with the addition of new members. Suggestions or comments about the site are always welcome.

The association continues to provide a speaker for the Continuing Education Program of the Nova Scotia Association of Realtors®.

The association co-sponsored a public meeting with the RCMP on 'property rights and boundary law' on April 3, 2003, with another planned for November 14,

2003. A similar presentation is now being planned for the Cape Breton region with the assistance of Council member, Cyril LeBlanc.

The committee has yet to finalize revisions to the brochure "How the Profession Serves the Public". It is hoped that this project can be completed in the months to come as it will be a benefit to both the surveyor and the public.

I would like to thank Grant MacDonald, who acts as webmaster, and Alan Gallant for serving on the committee.

Fred Hutchinson, BA, NSLS, CLS
Chairman

REGULATIONS

In 2003 the ANSLs Regulations Committee reviewed the compilation of changes to the ANSLs Regulations approved at the 2002 AGM. These changes will be forwarded to government for legal comment and eventually approval by Order in Council.

The opportunity to attend the various Zone meetings to obtain feedback on the proposed changes was a rewarding experience illustrating the diversity of opinion that exists in the Association concerning certain areas of our practice.

On behalf of the committee, I would like to thank those tireless members who endured the lengthy

discussion of the proposed motion. The valuable debate resulted in the successful revision to many of our regulations.

Committee members are Paul Slaunwhite, Bob Daniels, Norval Higgins, Lester Berrigan and Walter Jackson.

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

STATUTES

Chairman - Michael Allison
Members - Russell MacKinnon,
Stewart MacPhee and Stephen Rutledge

The primary task of this committee is to study proposed or existing legislation and advise Council on any particular aspect which may affect surveyors and surveying.

The committee met at the Association office on March 06, 2003 and discussed ongoing legislation and also a request by the By-Laws Committee to comment on a possible change concerning ANSLs Retired Member Category. It was decided that each member would study our Act and report back to the chairman. This is on-going.

Michael Allison, NSLS
Chairman



THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2002

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, 2002 and the statements of operations and accumulated operating surplus and cash flow 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 Canadian 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, 2002 and the results of its operations and the cash flow for the year then ended in accordance with Canadian generally accepted accounting principles.



CHARTERED ACCOUNTANTS

March 11, 2003

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

BALANCE SHEET AS AT DECEMBER 31, 2002

	2002	2001
ASSETS	\$	\$
CURRENT ASSETS		
Cash	74,715	51,868
Accounts receivable -		
Administration	2,246	1,282
Survey review department	<u>9,724</u>	<u>10,604</u>
	86,685	63,754
CAPITAL ASSETS (note 3)	<u>146,657</u>	<u>150,535</u>
INVESTMENTS (note 5)	<u>233,342</u>	<u>214,289</u>
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities -		
Administration	4,593	4,520
Survey review department	-	184
Deferred revenue	20,654	12,408
Current portion of long-term debt	<u>6,400</u>	<u>6,000</u>
	31,647	23,112
LONG-TERM DEBT (note 4)	<u>58,278</u>	<u>64,680</u>
	<u>89,925</u>	<u>87,792</u>
MEMBERS' EQUITY		
ACCUMULATED OPERATING SURPLUS	<u>143,417</u>	<u>126,497</u>
	<u>233,342</u>	<u>214,289</u>

SIGNED ON BEHALF OF THE MEMBERS

J.C. Hutchinson, B.A. NSLS, C.A.S.
Executive Director

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
STATEMENT OF OPERATIONS AND ACCUMULATED OPERATING SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2002

	Budget (Unaudited) 2002 \$	2002 \$	2001 \$
REVENUE			
General operations (schedule A)	186,875	188,724	174,886
Other operations (schedule A)	20,960	20,271	18,470
	<u>207,835</u>	<u>208,995</u>	<u>193,356</u>
EXPENSES			
Administration (schedule B)	160,815	156,287	166,249
Committees (schedule B)	6,825	3,937	6,903
Grants, levies and awards (schedule C)	15,600	16,383	16,565
Board of Examiners (schedule C)	450	676	2,707
Office accommodations (schedule C)	17,700	16,723	17,245
Miscellaneous (schedule C)	<u>900</u>	<u>567</u>	<u>985</u>
	<u>202,290</u>	<u>194,573</u>	<u>210,654</u>
OPERATING SURPLUS (DEFICIT) BEFORE THE FOLLOWING	5,545	14,422	(17,298)
SURVEY REVIEW DEPARTMENT (schedule D)	<u>(3,510)</u>	<u>2,498</u>	<u>12,805</u>
OPERATING SURPLUS (DEFICIT) FOR THE YEAR	<u>2,035</u>	16,920	(4,493)
ACCUMULATED OPERATING SURPLUS - BEGINNING OF YEAR		<u>126,497</u>	<u>130,990</u>
ACCUMULATED OPERATING SURPLUS - END OF YEAR		<u>143,417</u>	<u>126,497</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

STATEMENT OF CASH FLOW

FOR THE YEAR ENDED DECEMBER 31, 2002

	2002 \$	2001 \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating surplus (deficit) for the year	16,920	(4,493)
Adjustments to operations for charges not involving cash -		
Amortization	<u>3,878</u>	<u>4,039</u>
	20,798	(454)
Changes in non-cash working capital -		
Decrease(Increase) in accounts receivable	(84)	6,818
Increase (Decrease) in accounts payable	(110)	1,022
Increase in deferred revenue	<u>8,246</u>	<u>6,157</u>
	<u>28,850</u>	<u>13,543</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from share purchase	-	500
Repayment of 6.35% mortgage	<u>(6,003)</u>	<u>(5,655)</u>
	<u>(6,003)</u>	<u>(5,155)</u>
INCREASE IN CASH	22,847	8,388
CASH - BEGINNING OF YEAR	<u>51,868</u>	<u>43,480</u>
CASH - END OF YEAR	<u>74,715</u>	<u>51,868</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2002

1. PURPOSE OF THE ORGANIZATION

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

2. ACCOUNTING POLICIES

Capital Assets

Commencing on October 1, 1993, expenditures for furniture and equipment are expensed as incurred.

The building is amortized using the declining balance method at an annual rate of 4%.

In the year of acquisition, amortization is calculated at one-half of the annual rate.

3. CAPITAL ASSETS

	2002			2001
	Cost	Accumulated amortization	Net	Net
	\$	\$	\$	\$
Land	53,597	-	53,597	53,597
Building	<u>111,565</u>	<u>18,505</u>	<u>93,060</u>	<u>96,938</u>
	<u>165,162</u>	<u>18,505</u>	<u>146,657</u>	<u>150,535</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2002

	2002 \$	2001 \$
4. LONG-TERM DEBT		
Share pledges	33,000	33,000
6.35% Mortgage, due August 2003, repayment in blended bi-weekly instalments of \$315, secured by the land and building	31,678 64,678	37,680 70,680
Less: Current portion	<u>6,400</u>	<u>6,000</u>
	<u>58,278</u>	<u>64,680</u>

The share pledges were to assist with the financing of the building. 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.

The aggregate amount of principal payments required over the next five years to meet retirement provisions is as follows:

	\$
Year ending December 31, 2003	6,400
2004	6,800
2005	7,200
2006	7,700
2007	3,578

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE OF REVENUE

SCHEDULE A

FOR THE YEAR ENDED DECEMBER 31, 2002

	Budget (Unaudited)		
	2002	2002	2001
	\$	\$	\$
GENERAL OPERATIONS			
Membership dues -			
Regular	160,000	162,000	139,731
Retired	4,320	4,200	3,668
Non-practicing	200	200	167
Student	<u>1,280</u>	<u>1,760</u>	<u>1,312</u>
Total membership dues	165,800	168,160	144,878
Nova Scotia Surveyor	1,800	1,505	1,010
Convention receipts	12,000	14,449	12,323
Certificates of authorization	1,225	1,225	1,250
Discipline committee	2,000	-	4,000
Interest income	2,500	958	1,055
Miscellaneous	50	152	119
Continuing education	<u>1,500</u>	<u>2,275</u>	<u>10,251</u>
	<u>186,875</u>	<u>188,724</u>	<u>174,886</u>
OTHER OPERATIONS			
Service charges	1,200	1,380	1,357
SRD Administration fee	18,260	16,697	16,605
GANS Administration fee	<u>1,500</u>	<u>2,194</u>	<u>508</u>
	<u>20,960</u>	<u>20,271</u>	<u>18,470</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE OF EXPENSES

SCHEDULE B

FOR THE YEAR ENDED DECEMBER 31, 2002

	2002	2002	2001	Budget (Unaudited)		
				\$	\$	\$
ADMINISTRATION						
Salary - Executive director				50,715	50,715	48,300
- Office administrator				26,250	26,250	25,000
Benefits - medical and dental				4,100	3,006	4,475
CPP, EI and workers' compensation				5,700	5,200	4,887
General meeting - convention				24,000	24,009	23,557
Council meetings				2,800	1,767	2,512
Zone meetings				1,000	854	610
Executive expenses				1,000	882	1,139
Executive director expenses				1,500	1,200	2,317
Staff training and education				800	305	60
Postage				5,000	3,518	2,928
Printing				1,000	366	594
Office supplies				3,000	2,869	2,933
Telephone and fax				3,000	1,933	2,182
Equipment rental and maintenance				2,500	1,185	2,486
Equipment purchases				200	1,426	645
President's travel				10,000	8,249	12,126
Accounting services				1,500	1,435	1,395
Legal services				3,000	10,240	9,701
Professional dues and fees				1,000	1,070	940
Seminars				1,500	709	8,226
Advertising				250	-	674
Nova Scotian Surveyor				5,000	5,221	4,523
Amortization				<u>6,000</u>	<u>3,878</u>	<u>4,039</u>
				<u>160,815</u>	<u>156,287</u>	<u>166,249</u>
COMMITTEES						
Discipline				3,000	2,076	3,457
Complaints				500	-	2,503
Public relations				500	1,099	337
Statutes and by-laws				375	397	-
Liaison - A.P.E.N.S.				300	-	63
Administration review				250	40	217
Continuing education				500	125	27
Manual of Good Practice				500	-	-
Regulations				500	-	146
Other				200	200	30
Private practice				<u>200</u>	<u>-</u>	<u>123</u>
				<u>6,825</u>	<u>3,937</u>	<u>6,903</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

SCHEDULE OF EXPENSES

SCHEDULE C

FOR THE YEAR ENDED DECEMBER 31, 2002

	Budget (Unaudited) 2002 \$	2002 \$	2001 \$
GRANTS, LEVIES AND AWARDS			
C.O.G.S. awards	1,600	1,600	1,600
C.C.L.S. levy	13,000	13,260	13,910
APBELS levy	<u>1,000</u>	<u>1,523</u>	<u>1,055</u>
	<u>15,600</u>	<u>16,383</u>	<u>16,565</u>
BOARD OF EXAMINERS			
N.S. Board of Examiners	100	434	1,669
Examinations	50	-	-
Atlantic Board	<u>300</u>	<u>242</u>	<u>1,038</u>
	<u>450</u>	<u>676</u>	<u>2,707</u>
OFFICE ACCOMMODATIONS			
Mortgage interest	2,800	2,198	2,454
Taxes	11,000	10,162	10,072
Insurance and bonding	1,700	2,069	2,351
Cleaning	200	65	110
Utilities	<u>2,000</u>	<u>2,229</u>	<u>2,258</u>
	<u>17,700</u>	<u>16,723</u>	<u>17,245</u>
MISCELLANEOUS			
Interest and bank charges	400	123	304
Courier	100	49	124
Refreshments	300	215	217
Other	<u>100</u>	<u>180</u>	<u>340</u>
	<u>900</u>	<u>567</u>	<u>985</u>

THE ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

STATEMENT OF SURVEY REVIEW DEPARTMENT

SCHEDULE D

FOR THE YEAR ENDED DECEMBER 31, 2002

	Budget (Unaudited)		
	2002	2002	2001
	\$	\$	\$
REVENUE			
Stickers	<u>83,100</u>	<u>80,422</u>	<u>84,979</u>
EXPENSES			
Administration fee	18,260	16,697	16,606
Manager's salary	43,700	43,700	37,313
Staff salary	10,700	11,033	9,144
Benefits - medical and dental	2,200	-	-
CPP, EI and workers' compensation	4,150	3,166	3,458
Manager's expenses	3,800	1,035	1,325
Professional dues and fees	800	800	586
Amortization	50	-	-
Office, postage and courier	250	352	407
Equipment purchases	500	625	2,060
Equipment maintenance and rental	200	-	84
Accounting	700	700	680
Staff training and education	800	-	-
Interest and bank charges	100	88	104
Miscellaneous	150	-	-
Bad debts	-	(312)	194
SRD Review committee	<u>250</u>	<u>40</u>	<u>213</u>
	<u>86,610</u>	<u>77,924</u>	<u>72,174</u>
OPERATING SURPLUS (DEFICIT)	<u>(3,510)</u>	<u>2,498</u>	<u>12,805</u>

ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS

2004 PROPOSED BUDGET

Approved by Council on September 12, 2003 for Presentation to the Members

ADMINISTRATION

		2004 Budget (proposed)	2003 Budget	2003 y-end Projection
REVENUE				
Membership Dues				
Regular Members	(193 @ \$800)	\$154,400	\$160,000	\$156,015
Retired Members	(35@ \$120)	\$4,200	\$4,320	\$4,200
Non Practising Members	(0 @ \$200)	\$0	\$200	\$0
Associate Members	(0 @ \$200)	\$0	\$0	\$0
Student Members	(25@ \$80)	\$2,000	\$1,600	\$1,839
Total Membership Dues		\$160,600	\$166,120	\$162,054
Nova Scotian Surveyor	(see note 1)	\$1,700	\$1,600	\$1,530
Convention Receipts		\$14,000	\$12,000	\$12,000
Certificates of Authorization	(51 @ \$25)	\$1,275	\$1,225	\$1,275
Continuing Education/Seminars		\$2,500	\$1,500	\$0
Discipline Committee	(see note 2)	\$2,000	\$2,000	\$2,000
Interest Income	(see note 3)	\$1,000	\$1,000	\$580
Other Revenue		\$50	\$50	\$3,580
Rental Income	(see note 20)	\$6,980	\$0	\$4,405
Sub Total		\$29,505	\$19,375	\$25,370
Other Operations				
Dues Service Charge		\$1,200	\$1,200	\$1,246
SRD Administration Fee	(see note 4)	\$18,467	\$18,360	\$18,934
GANS Administration	(see note 5)	\$1,500	\$1,500	\$1,500
Sub Total		\$21,167	\$21,060	\$21,680
Total Revenue		<u>\$211,272</u>	<u>\$206,555</u>	<u>\$209,104</u>

ADMINISTRATION**2004 Budget
(proposed)****2003 Budget****2003 y-end
Projection****EXPENSES**

Salary	- Executive Director	\$52,530	\$51,500	\$51,500
	- Office Administrator	\$27,285	\$26,750	\$26,750
Benefits	- Medical and Dental	\$2,800	\$4,100	\$1,851
	- CPP	\$3,025	\$2,800	\$2,968
	- EI	\$2,795	\$2,600	\$2,740
	- Life Insurance	\$2,050	\$0	\$822
	- Workers Compensation	\$726	\$600	\$538

Sub Total		\$91,211	\$88,350	\$87,169
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Accounting		\$1,500	\$1,500	\$1,535
Advertising		\$250	\$250	\$0
Annual Meeting & Convention		\$25,000	\$22,530	\$22,530
Council Meetings		\$1,600	\$2,400	\$1,900
Depreciation	(see note 6)	\$4,000	\$6,000	\$3,800
Equipment Rental/Maintenance	(see note 7)	\$2,500	\$2,500	\$2,515
Executive Director Expenses	(see note 8)	\$1,500	\$1,500	\$1,500
Executive Expenses	(see note 9)	\$400	\$1,000	\$500
Legal Services		\$5,000	\$5,000	\$5,000
NS Surveyor	(see note 1)	\$5,000	\$5,000	\$3,500
Office Expense	(see note 19)	\$3,000	\$3,000	\$6,442
Office and Computer Equipment	(see note 21)	\$500	\$200	\$6,568
Postage		\$4,000	\$5,000	\$3,100
President's Travel	(see note 10)	\$12,000	\$12,000	\$16,045
Printing	(see note 11)	\$500	\$1,000	\$275
Professional Dues and Fees	(see note 12)	\$1,070	\$1,000	\$1,070
Seminars		\$1,500	\$1,500	\$500
Staff Training		\$500	\$800	\$69
Telephone & Fax		\$2,000	\$3,000	\$1,880
Zone Meetings		\$800	\$1,000	\$665

Sub Total		\$72,620	\$76,180	\$79,394
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ADMINISTRATION (continued)			2004 Budget (proposed)	2003 Budget	2003 y-end Projection
Committees					
Administrative Review Committee (see note 13)			\$250	\$250	\$100
APENS Liaison Committee			\$0	\$0	\$0
By-Laws Committee			\$500	\$1,250	\$310
Complaints Committee			\$500	\$500	\$125
Continuing Education Committee			\$500	\$500	\$0
Discipline Committee (see note 2)			\$2,000	\$3,000	\$0
Manual of Good Practice			\$0	\$0	\$0
Other Committees			\$200	\$200	\$0
Public Relations Committee			\$500	\$500	\$400
Regulations Committee			\$500	\$500	\$0
Statutes Committee			\$250	\$250	\$0
Sub Total			\$5,200	\$6,950	\$935
Grants, Levies and Awards					
APBELS levy	(193 x \$5)	(see note 14)	\$965	\$1,000	\$975
CCLS levy	(193 x \$65)	(see note 15)	\$12,545	\$13,000	\$12,935
COGS Awards		(see note 16)	\$1,600	\$1,600	\$1,600
Sub Total			\$15,110	\$15,600	\$15,510
Boards of Examiners					
Atlantic Board		(see note 17)	\$300	\$300	\$22
Examinations			\$100	\$100	\$0
Nova Scotia Board			\$450	\$450	\$202
Sub Total			\$850	\$850	\$224

ADMINISTRATION (continued)	2004 Budget (proposed)	2003 Budget	2003 y-end Projection
Accommodation			
Cleaning	\$200	\$200	\$185
Insurance	\$2,000	\$1,700	\$1,975
Mortgage Interest	\$1,500	\$2,200	\$1,605
Taxes	\$11,000	\$11,000	\$10,364
Utilities	\$2,900	\$2,000	\$2,910
Sub Total	\$17,600	\$17,100	\$17,039
Miscellaneous			
Courier	\$100	\$100	\$190
Interest and Bank Charges	\$200	\$400	\$70
Refreshments (see note 18)	\$300	\$300	\$300
Other Miscellaneous Expenses (see note 22)	\$700	\$200	\$831
Penalties & Interest	\$0	\$0	\$0
Sub Total	\$1,300	\$1,000	\$1,391
Total	<u>\$203,891</u>	<u>\$206,030</u>	<u>\$201,662</u>
Surplus/(deficit)	\$7,381	\$525	\$7,442

SURVEY REVIEW DEPARTMENT 2004

REVENUE

	2004 Budget (proposed)	2003 Budget	2003 y-end Projection
Stickers (see SRD note 1)	\$61,500	\$63,529	\$56,425
SLC Numbers	\$24,800	\$19,500	\$18,600
TOTAL REVENUE	<u>\$86,300</u>	<u>\$83,029</u>	<u>\$75,025</u>

EXPENSES

Accounting	\$750	\$700	\$750
Accounts Contract	\$11,640	\$11,410	\$10,800
Administration Fee (see SRD note 2)	\$18,467	\$18,360	\$18,934
Benefits - CPP	\$1,840	\$1,800	\$1,802
- EI	\$1,225	\$1,200	\$1,147
- Medical & Dental	\$1,680	\$2,200	\$700
- Insurance	\$1,150	\$0	\$384
- Workers Comp	\$445	\$350	\$280
Clerical Support	\$800	\$800	\$416
Courier	\$50	\$50	\$0
Equipment Rental & Maint.	\$100	\$200	\$175
Interest & Bank Charges	\$100	\$100	\$50
Manager's Expense	\$2,000	\$2,000	\$1,600
Miscellaneous	\$100	\$150	\$0
Office & Computer Equipment	\$500	\$500	\$690
Office Expense	\$300	\$300	\$300
Professional Dues and Fees (see SRD note 3)	\$800	\$800	\$800
Administrative Review Cttee (see SRD note 4)	\$250	\$250	\$100
Salary - Manager	\$45,390	\$44,500	\$44,500
Staff Training	\$300	\$600	\$225
Sticker Purchases	\$0	\$0	\$0
TOTAL EXPENSES:	<u>\$87,887</u>	<u>\$86,270</u>	<u>\$83,653</u>
NET SURPLUS/DEFICIT	(\$1,587)	(\$3,241)	(\$8,628)

Administration Notes:

1. It is anticipated that there will be three issues of *The Nova Scotian Surveyor* in the 2004 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 investments.
4. The SRD Administration Fee is comprised of percentages of various expenses (eg. utilities, taxes, insurance, administrative assistant's salary, etc.)
5. The association office supplies up to 10 hours per month of administration support for the Geomatics Association of Nova Scotia.
6. Annual building depreciation.
7. Rental fees for the postage meter and postage machine. Repairs to office equipment. Maintenance contract for photocopier.
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, brochures, etc.
12. Professional dues and fees include ANSLS dues, ACLS dues, Development Officers Associate membership, GANS dues for Executive Director.
13. The administration portion of the Administrative Review Committee expenses is part of the administration budget. The SRD portion of the Administrative Review Committee expenses is part of the SRD budget.
14. The APBELS levy is based on \$5 per regular member.
15. This CCLS levy is based on \$65 per regular member.
16. This is for one scholarship and two awards that are presented annually to students at COGS.
17. Travel costs for ANSLS representatives to attend the annual APBELS meeting.
18. Coffee, soft drinks, juice etc. kept in the office for members, guests, staff, council and committee meetings.
19. Office expense includes stationery supplies, photocopy and fax paper, sympathy cards, paper towels, tissue, etc. An amount of \$2,940 in the 2003 expense is for items paid by ANSLS on behalf of Geomatics Atlantic

and is offset by \$2,940 in other revenue (repayment to ANSLs by Geomatics Atlantic).

20. Rental income includes monthly rent, portion of power and business occupancy taxes:

Rent:	\$450/mo x 12 =	\$5,400
Power:	Est. \$800/year =	\$ 800
Bus Occ Tax:	27% of ANSLs est. total =	<u>\$ 780</u>
		<u>\$6,980</u>

21. Council approved the purchase of a photocopier, a laptop computer and a digital projector in 2003. Total of these purchases is \$6,005.

22. Each year a portion of the HST ITC's for the month of January are disallowed per CCRA requirements. This item is included in Miscellaneous Other Expenses and is budgeted for \$500 in 2004.

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SRD Notes:

1. Sticker revenue based on average sales for the past 2 years. At the September 12, 2003 meeting, Council approved an increase in price for both plan numbers/stickers and SLC numbers, effective January 1, 2004. The cost for plan numbers/stickers will be \$20.50 each; the cost for SLC numbers will be \$4 each.
2. The SRD Administration Fee is comprised of percentages of various expenses (eg. utilities, taxes, insurance, administrative assistant's salary, etc.). See calculation below.
3. ANSLs dues for SRD manager
4. The SRD portion of the Administrative Review Committee expense is part of the SRD budget.

Calculation of SRD administration fee for 2004 Budget:

Rent	\$300 / month		\$3,600
Utilities	\$2,900	x 40%	\$1,160
Taxes	\$11,000	x 40%	\$4,400
Insurance	\$2,000	x 40%	\$800
Cleaning	\$200	x 40%	\$80
Tel & Fax	\$2,000	x 30%	\$600
Exec Asst Salary	\$27,285	x 20%	\$5,457
Postage	\$4,000	x 18%	\$720
Office Expense	\$3,000	x 30%	\$900
Equip Rental & Maint	\$2,500	x 30%	<u>\$750</u>
Total SRD Administration Fee:			<u>\$18,467</u>

NOTICE OF MOTIONS
for presentation at the 2003 Annual General Meeting

Motion 1

Be it resolved that Section 8.5 (b) of the by-laws be amended by changing March 31st to March 1st, and Section 8.5 (c) be amended by changing "14th day of April" to "15th day of March" to read:

- (b) The Secretary shall, not less than fourteen days prior to March ~~31st~~ 1st in each year, notify any member whose fee for the current year has not been paid that unless the fee is paid on or before March ~~31st~~ 1st of that year then such member shall on or after that date be subject to the provisions of Section 12(3) and Section 12(4) of the Act.
- (c) The Secretary shall, where a member has not paid his annual fees in compliance with clause (b) of Section 8.5, notify such member in writing on or before the ~~14th day of April~~ 15th day of March in each year advising such member of the provisions of Section 12(4) of the Act.

Moved by Allan Owen

Seconded by Fred Hutchinson

Motion 2

Whereas the last non-practising member resigned in 2003;

Be it resolved that Section 9.0 of the by-laws be amended by removing paragraphs 9.1, 9.2 and 9.3 and renumbering paragraph 9.4 accordingly.

9.0 — Non-Practising Members

~~9.1 — Persons who hold a Certificate of Qualification pursuant to Section 11 of the Act and do not ordinarily reside in Nova Scotia may apply in writing to the Secretary to be registered as a non-practising member.~~

~~9.2 — Non-practising members shall not be required to pay the full annual fee, but shall retain the full rights and privileges of the Association, save voting and the right to practise in Nova Scotia.~~

~~9.3 — The reduced fee shall be 25% of the annual fee for membership.~~

~~9.4~~ 9.1 The registration of new non-practising members shall cease effective November 1, 1989.

Moved by Allan Owen

Seconded by Fred Hutchinson

Motion 3

Be it resolved that Section 14.3 of the by-laws be amended to change the fee for associate membership from 25% to 10%, to read as follows:

14.3 Associate members shall pay ~~25%~~ 10% of the annual fee paid by members.

Moved by Allan Owen

Seconded by Fred Hutchinson

Motion 4

Whereas "Part VIII - Mandatory Continuing Education" was approved for inclusion in the ANSLs Regulations on October 30, 1998 at the ANSLs Annual General meeting, and

Whereas administration of the Mandatory Continuing Education program, including amendments as necessary, would be more easily undertaken if the rules covering the program were in the By-Laws,

Be it resolved that the regulations covering Mandatory Continuing Education be removed from the Regulations and moved to the By-Laws as Section 26.0, dependent on the approval of the amendments contained in Motion 5 to be presented to the membership for approval at this meeting, with current Sections 27.0 to 29.0 of the by-laws to be renumbered appropriately.

Moved by Fred Hutchinson Seconded by Allan Owen

Motion 5

Whereas, the regulations concerning Mandatory Continuing Education were moved from the ANSLs regulations to the by-laws,

Be it resolved that all references to the "regulations" contained therein be changed to "by-laws"; that each item be renumbered appropriately for insertion in the by-laws; and that other amendments constituting housekeeping be made as follows (words or sections being removed are ~~crossed out~~, words or sections being added are in **bold**):

~~Part VIII~~ **26.0 Mandatory Continuing Education**

- ~~†44.—~~ **26.1** The ~~regulations~~ **by-laws** in this part may be cited as the "Mandatory Continuing Education ~~Regulations~~ **By-Laws**".
- ~~†45.—~~ **26.2** A Mandatory Continuing Education Program will be established and administered by the Association, facilitated by ~~a mandatory~~ **the** Continuing Education Committee under the direction of Council.
- ~~†46.—~~ **26.3** All members, with the exception of non-practicing, honorary, student, retired, associate and life members who do not practice professional land surveying are required to participate in the Mandatory Continuing Education Program.
- ~~†47.—~~ **26.4** The Mandatory Continuing Education ~~p~~Program shall include a credit point system, to be established by the ~~Mandatory~~ Continuing Education Committee.
- ~~†48.—~~ **26.5** Members required to participate in the Mandatory Continuing Education Program will accumulate credit points based on their participation in the following:
 - (a) annual general meeting, special general meeting, zone meetings or committees of the Association;
 - (b) land surveying related conferences, seminars or workshops organized by the Association or other groups;
 - (c) recognized credit or non-credit courses offered by educational institutes;
 - (d) any activity that is deemed to enhance the profession or the members ability to practice professional land surveying.

- +49.— 26.6 Members required to participate in the Mandatory Continuing Education Program shall be required to accumulate a minimum number of credit points over every consecutive ~~two~~ three year period.
- +50.— 26.7 The ~~Mandatory~~ Continuing Education Committee will determine the eligibility of all courses and activities submitted by members for credit points.
- +51.— 26.8 The ~~Mandatory~~ Continuing Education Committee will establish a point rating system for each course or activity based on its relevance to the association and the practice of land surveying.
- +52.— 26.9 The ~~Mandatory~~ Continuing Education Committee will prepare and distribute a list of possible course types, seminars or activities to participating members.
- +53.— 26.10 The Association will maintain a current record of credit points accumulated by each member required to participate in the Mandatory Continuing Education Program.
- +54.— 26.11 The ~~Mandatory~~ Continuing Education Committee shall review the Mandatory Continuing Education Program ~~on~~ an annual basis and present a report to Council.
- +55.— 26.12 The ~~Mandatory Continuing Education Committee Association~~ will have an obligation to make educational and participation opportunities readily and equally available to all members.
- +56.— 26.13 If a member required to participate in the Mandatory Continuing Education Program fails to accumulate the required number of credit points within the defined time period, the member will be notified that their license to practice land surveying may be suspended until such time as the requirements under the ~~Mandatory Continuing Education Program~~ are met. Notice of such suspension shall be forwarded to each federal, provincial and municipal department or office that may use or approve plans or documents prepared by the member, published in at least two newspapers having general circulation in the area where the member carried on a practice and published in the Association's publication. ~~right to practice professional land surveying may be suspended at the discretion of Council. Non-compliance with the program will be reported to Council by the Secretary and the terms of readmission will be as described in subsections (a), (b), and (c) of section 12(4) of the Act.~~

26.14 The Mandatory Continuing Education Program will commence January 1, 2004.

Moved by Fred Hutchinson Seconded by Allan Owen

Motion 6

Whereas administration of the Mandatory Continuing Education Program is included in the by-laws,

Be it resolved that Section 80 (2) (c) of the Regulations be amended as follows:

Article II

- 80 (2) (c) The surveyor shall continually advance the surveyor's knowledge and skills by participating in activities put on by the Association and shall ~~endeavour to attend relevant continuing education programs.~~ **participate in the Mandatory Continuing Education Program in accordance with the by-laws.**

Moved by Fred Hutchinson Seconded by Gerry Bourbonniere

Population Statistics for Canadian Land Surveyors

Area	Population	Surveyors	Per Capita
Canada	31,414,000	2421	12,976
Newfoundland & Labrador	531,600	100	5,316
Prince Edward Island	139,900	12	11,658
Nova Scotia	944,800	213	4,436
New Brunswick	756,700	93	8,136
Quebec	7,455,200	596	12,509
Ontario	12,068,300	588	20,524
Manitoba	1,150,800	55	18,396
Saskatchewan	1,011,800	80	12,648
Alberta	3,113,600	303	10,276
British Columbia	4,141,300	305	13,578
Yukon	29,900	14	2,134
Northwest Territories	41,400	15	2,760
Nunavut	28,700	1	28,700
Canada (CLS members only)		46	

Notes:

1. National population figures are for the year 2002 and are based on table 051-0001 from Statistics Canada.
2. Survey membership is as of July 1, 2003 and deals only with surveyors that practice or have the right to practice cadastral surveying
3. Figures do not include retired, student, honorary, affiliate or any member that does not have the right to define "extent of title" under legislation.
4. The membership of the Association of Canada Lands Surveyors is 556 but only 76 members do not hold a provincial commission. The number of surveyors in the territories is based on CLS residency, leaving 46 in the rest of Canada.
5. Any provincial resident CLS may practice in the Territories.
6. The National total is estimated to be less than the 2421 reported by the various associations due to many individuals holding more than one provincial license. This results in some individuals being counted more than once.
7. Quebec figures relate only to members in private practice. The province's total membership is 974.

Prepared by F. C. Hutchinson, BA, NSLS, CLS
Executive Director, Association of Nova Scotia Land Surveyors

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