

THE NOVA SCOTIAN SURVEYOR

FALL 2022

No. 212



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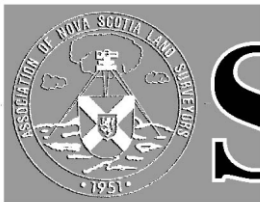
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THE NOVA SCOTIAN SURVEYOR

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PRESIDENT'S REPORT

S. Andy DeCoste, NSLS



It has been a privilege to serve as President of our Association. The position involved many positive interactions with Council, staff, members, and representatives from our sibling Associations across the country. To date, Council has met in-person once, following our last AGM, and seven times virtually (two related to Strategic Planning). It is an understatement to say it has been an active year; a new ED, a new office location, the building sale fund investment, a new Practice Review Manager, the issuance of our newsletter, a Spring Workshop, a new Strategic Plan, the Coastal Protection Act, compliance with the Fair Registration Practice Act, six new members, addressing complaints and unauthorized practice, and the day-to-day activities.

I suspect most have met our Executive Director, Simeon Roberts, if not in person, then at least online since his start on Nov. 1, 2021. Simeon actively forges forward keeping Council on target, while addressing the Strategic Planning process, the Fair Registration Practices Act compliance, updating our record keeping and office practices,

participating in other professional groups; GANS, EngNS, Geo-scientists NS, Survey Assoc. ED/CEO round tables, and planning his first AGM. His energy and commitment are ever apparent and appreciated.

I wish to acknowledge the contribution of Past President Peter Berrigan, NSLS #629, and Vice President Ray Pottier, NSLS #560, and the other members of the Executive, along with Simeon and myself. As you can well imagine, Simeon was best supported in his new position by having an active sounding body. The executive met once in person and had probably dozens of short virtual meetings and numerous email exchanges. Peter and Ray always found time to be available and their input was/is so valuable.

By all anecdotal reports, the survey business is in a boom cycle. Yet Councilors and committee members continue to volunteer time to advance our Association. I wish to acknowledge their importance in the operation of our Association and encourage members to be active in “your” Association. I also wish to highlight the attendance at the Zone meetings. The virtual format resulting from the past, current and what seems like the never-ending pandemic, has resulted in record attendance, and across zone boundaries. I believe it is positive to participate in discussions from other areas of the province, beyond one’s traditional coverage area.

The office move to Windmill Road was successful and thanks to staff for hosting an open house on August 19th. The funds from the building sale are to be invested through Logan Wealth Management (LWM). LWM currently hold the account of two of our sibling Associations. The executive met with their representatives, checked references and are comfortable with their record and approach, and Council approved the recommendation. The intent is to have a low investment risk strategy. The Fund Investment Committee will consist of the ED, President and two members of the Association.

The Association monthly newsletter was issued over the summer. The newsletter provides an overview of correspondence, training webinars, upcoming events, significant dates, etc. that may have been overlooked in our flood of emails. Thanks to the staff for this new initiative.

It was refreshing to participate in the June 2nd workshop in Truro. It was well attended with 102 registrants. The “Workshop” format yields active, and some time passionate, discussion. All of which is required to develop potential solutions.

The Strategic Plan has been updated after some delay as the Association re-staffed. The implementation will direct the Association for the near future. Simeon will provide details in his report and at the AGM.

The Coastal Protection Act (CPA) regulations are currently being developed with an intended implementation in 2023. A Technical Focus Group, led by NS Environment, including three members from each of the ANSLs, EngNS, and Geoscientists NS, has been struck to provide input on regulations and training for Designated Persons (DP). These regulations will impact not only those who decide to train to be DPs, but also those who survey waterfront properties.

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I anticipate these regulations will be an important topic for our members and the public next year. The Department of Environment will provide an update at the AGM and will have a display booth.

I am pleased to note that we have sworn in six new members this year. Depleting Resources for our businesses have been an ongoing problem, here and across the country. A recently completed country-wide "new member" survey will hopefully help focus efforts of recruitment. To that end, the Public Awareness Committee presented virtually at the COGS Industry Expo in March and, together with Simeon, will be participating in an upcoming panel discussion at COGS welcoming new students.

Once again, I can report that many of our challenges exist in other Provinces. Staffing remains an ongoing issue in all provinces. Increased business, less educational institutions, and an aging population, all contribute to the situation. The Professional Governance Act has been enacted in two provinces and still many unknowns exist as to what format the revamped Association may resemble, and where member services

may fit within the Association. Atlantic Canada has not seen this trend yet, but Council is cognizant that our focus must be the protection of the public. Unauthorized practice is an issue in some provinces. Our Association have addressed two situations successfully by contacting the individuals and receiving written acknowledgement that the practice would discontinue. All unauthorized practice issues were reported by our members. I encourage and remind members to report unauthorized practice as this is a requirement of our Code of Ethics.

In closing, it's been an honor representing the Association this year. It has been a rewarding learning experience and an opportunity to meet so many peers and friends. I can only state with the utmost conviction that the rewards of participating outweigh the input; join a committee, become a councillor, or an advocate for your Association. I wish to thank our staff; Simeon, Cathy and Lexi for their guidance and support to advance our Association.

I look forward to seeing everybody at our AGM to conduct the Association business, to share tales of successes/woes as need be, and to renew friendships.



BE SURE TO JOIN US AT OUR NEXT ANNUAL GENERAL MEETING

WHEN: October 13 - 15th, 2022

WHERE: Delta Hotels by Marriot at 240 Brownlow Ave, Dartmouth, NS

HOW: 1-902-468-8888

Land Registry Client Resource Material and Manual Links

Land Registry Resource Material: <https://novascotia.ca/sns/access/land/resource-material.asp>

Land Registry Client Resource Manual:

https://linns.novascotia.ca/LandRegistrationResourceMaterial/Client_Resource_Manual.html?_ga=2.5545075.1576458716.1658751996-1117821430.1654288696

EXECUTIVE DIRECTORS REPORT

Simeon I. Roberts, B.Sc. (Hons), MA



As you may know, there is a Memorandum of Understanding (MOU) between the Professional Land Surveyors Associations of Canada and parties to this MOU including the ANSLs “wish to build on existing relationships to strengthen effective and

coordinated approaches to governance of the survey profession by consultation activities and initiatives to the extent possible...” The objective of the MOU “is to foster collaboration between the professional land surveying associations and their respective members to examine current land surveying governance practices and regulations, and review potential concepts of future governance of professional regulation in Canada. The associations will also promote sharing and adopting best practices in surveying and geomatics that are in the best interest of the public.”

There are a number of additional objectives included in the MOU, as follows:

1. To respect the integrity of the land surveying profession and its responsibility to serve the public interest with respect to land tenure in Canada is paramount;
2. To recognize the diversity of the land survey systems and processes in the different regions of Canada;
3. To recognize the diversity of people, language and culture of the different regions of Canada;
4. To co-organize and administer educational opportunities for their respective memberships with respect to professional governance in Canada;
5. To ensure Associations provide their respective members with periodic updates during the period covered by the MOU;
6. To explore relevant information in other jurisdictions and professions, both national and international.

Each member of the Partnership has committed to providing feedback and guidance from their local context

for the benefit of the public in areas that may include but not limited to:

- Standards for continuing education
- Best practices for evaluation and promotion of competence of practice
- Governance standards and governing legislation in each jurisdiction
- Standards of best practices in the practice of land surveying
- Discipline processes and policies
- Management of complaints from the public
- Council and Statutory Committees configuration and structure
- Approaches to addressing unauthorized practice

When I became Executive Director, one of the first virtual meetings I attended was with all the other Executive Directors across the county. I was not sure what to expect. The meeting ended up being incredibly valuable and informative. My counterparts have a real mix of experience, some having been in their positions for a number of years and others like myself are new and trying to learn everything possible about our profession and being regulators. The group meets quarterly with a full agenda including a roundtable discussion of things going on in the various provinces. Many of the topics open for discussion include those related to the objectives of the MOU. Apart from these formal meetings, there is often communication via email regarding specific issues or questions that the group has. These are especially important as many of us are facing the same issues, or are unclear how we should be proceeding on a particular question of concern. In addition, one of the group meetings is hosted by the Executive Director at a local office (ANSLs hosted in 2019).

In May of 2022, Brian Maloney hosted the group in Toronto and the agenda included such topics as: Towards an on-line degree project (TOLD), the Alberta Professional Governance Act, Bill 27 and changes to Fair Access to Regulated Professions and Compulsory Trades and Surveyors Act modernization in Ontario.

One topic that initiated the most discussion concerned the shortage of surveyors across the country and what we could be doing to address this. It was noted that many initiatives have been tried but with little success (e.g., OAGQ spent \$600,000 on a public relations campaign).

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Many agreed that we have to increase public awareness of the surveying profession even though there might be a conflict with our role to protect the public interest.

One important action item that came out of the meeting was for all associations to work together and conduct a survey of new members to find out what attracted them to a survey career. I distributed the survey to 63 recent (over the last 5 years) ANSLS members and current candidates with the following note:

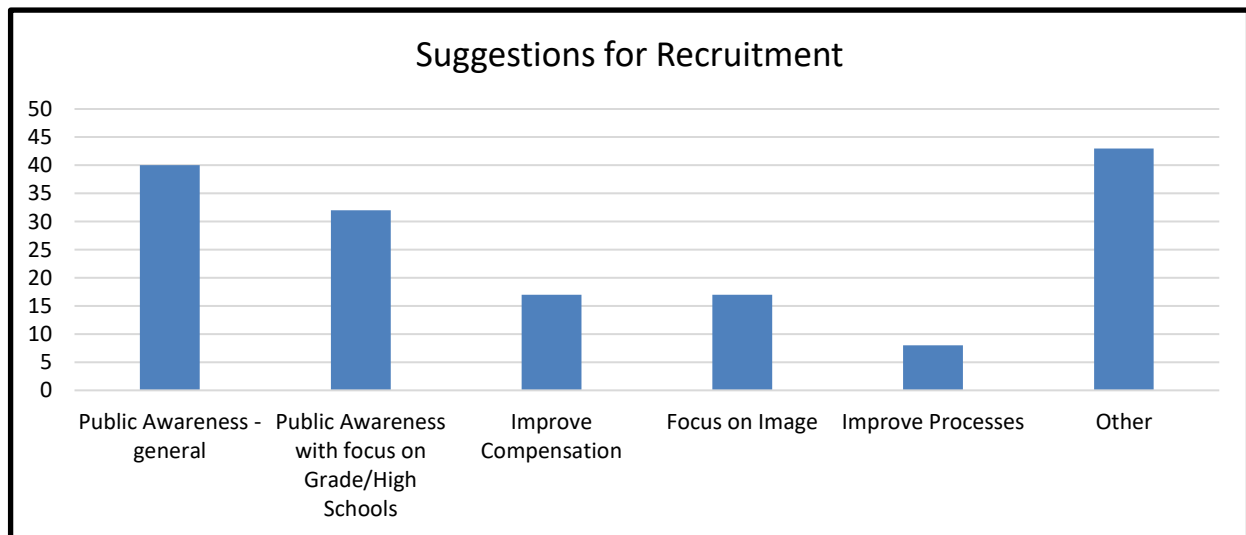
“In connection with efforts to ensure an adequate number of professional land surveyors and technical staff to protect the public interest, land surveying regulators across Canada have put together this short survey to help them understand what attracted you to the profession. Please take a few minutes to help the profession by completing this survey by Wednesday, June 29, 2022.”

Many thanks to everyone who completed the survey. There were 232 responses across the country with the most coming in from Ontario, British Columbia and Alberta. Nova Scotia had the 4th highest number of responses with 37.

Some of the results showed that:

- ❖ 55% decided to become a surveyor in college or university
- ❖ 60% worked in surveying prior to deciding
- ❖ 69% said that summer employment helped them decide
- ❖ The main decision influencers were: through a college or university, a family member, a friend, a land surveyor or a high school
- ❖ The greatest barriers to becoming a land surveyor (that should be addressed) included: articling issues, educational issues, CBEPS issues, awareness of the profession and length of time required
- ❖ The most important incentive that helped them become a land surveyor was financial assistance with school.

The most revealing question related to suggestions for recruitment and there were numerous comments and suggestions made in this regard.



As we roll out a new strategic plan, I will be working closely with the Public Awareness Committee to put in place a number of initiatives that will begin to address some of the suggestions documented in the survey. The group of Executive Directors has also committed to discuss suggestions for recruitment at its December meeting.

In particular, opportunities for collaboration among our associations will be a focus. I will report back to you after this meeting and in the meantime, if you have any comments or suggestions, please reach out to the Public Awareness Committee or myself.



CANDIDATE FOR PRESIDENT

Raymond V. Pottier, P.Surv., NSLS



Ray was born in Belleville, Yarmouth County, Nova Scotia, in 1957. He has over 43 years of experience in legal surveys, hydrographic surveys, offshore positioning and geodetic surveys. He received his Commission as a Nova Scotia Land Surveyor in 1985.

Ray began his surveying career positioning offshore oil rigs in the Beaufort Sea. Over the next 14 years, he worked on a number of different survey projects that took him around the world to such varied locations as Egypt, Brazil, Morocco and Australia, to name a few. For the last 29 years, Ray has been working on legal surveys in Nova Scotia, first in private practice and more recently as a Crown Land Surveyor for the Nova Scotia Department of Natural Resources and Renewables in Tusket, Nova Scotia.

Ray has been active in the Association of Nova Scotia Land Surveyors, where he has served on a number of committees. He has also served seven terms as Councillor for Zone 1 and represented the Association as Nova Scotia Director on the Canadian Council of Land Surveyors for a three-year term. Ray has served as President of the Association of Nova Scotia Land Surveyors in 2008/2009 and has served for six years on the Board of Directors of Professional Surveyors Canada.

Ray still makes his home in Belleville, Nova Scotia where he resides with his wife, Cathy and have two adult daughters. As an avid outdoorsman much of his leisure time is spent hunting, fishing, kayaking and canoeing.



VICE-PRESIDENT CANDIDATE

Geoffrey C. Dick, NSLS



Geoff was born in St. John's, Newfoundland, but raised in Fredericton, New Brunswick. His career in surveying began as an instrument person for NB Power in 2001 under the direction of Glenn Goss, NBLs. In 2006, Geoff moved to Lloyminster, AB/SK to continue his surveying career with McElhanney Land Surveys Ltd., under the direction of Jim Sweeney, SLS, ALS, CLS and Robert King, ALS, SLS.

Geoff took up his articles under Robert King and received his commission as a Saskatchewan Land Surveyor in 2016. Looking to get closer to home, Geoff returned to the Maritimes and received his commission as a Nova Scotia Land Surveyor in 2017. After working at Allnorth Consultants Limited and a brief stint reviewing plans at the Condominium Registry, Geoff started his own surveying firm – Spade Geomatics – in 2021.

Geoff has been active in volunteering for the Association, being a member on the Complaints Committee since 2018, serving a two-year term on Council (2019-2021) and joining the Public Awareness Committee in 2022.

Geoff resides in Cole Harbour with his wife Karen, a lazy greyhound Lucille and a cunning little whippet Charlie. In his spare time, Geoff enjoys playing hockey, listening to his record collection, playing with the dogs and gardening in the back yard.



ZONE 1 COUNCILLOR CANDIDATE

Matthew J. LeBlanc, NSLS



Matt was born and raised in Yarmouth, NS. He graduated from the Geomatics Engineering Technologist diploma program at COGS in 2006 and began his employment with Gerald Pottier, NSLS #394 in Yarmouth. Matt then returned to school and attended the University of New Brunswick, where he obtained his Diploma in Geomatics in 2009.

Upon graduating from UNB, Matt relocated to Yellowknife, Northwest Territories, where he spent the next 8 years surveying throughout the Northwest Territories and Nunavut. He articulated under Bruce Hewlko, CLS and obtained his CLS Commission in 2012. In 2015, Matt joined the Surveyor General Branch (Natural Resources Canada), as a Senior Surveyor, in the Yellowknife office.

In 2017, Matt returned to Nova Scotia and began working for DeWolfe & Morse Surveying Limited. He received his NSLS Commission in 2018 and became a partner in the firm shortly thereafter.

Matt has served as chairman of the Association of Canada Lands Surveyors "North of 60" Regional Group and was a member of the ACLS Continuing Professional Development Committee. He recently became a member of the ANSLs Administrative Review Committee.

Matt resides in the Annapolis Valley with his wife Jennifer and their two sons, Hudson and Bennett.



ZONE 4 COUNCILLOR CANDIDATE

Nathan A. Clark, NSLS



Nathan was born near Bathurst, NB, and lived most of his life between Halifax and Cape Breton, NS. His career began as a surveyor's assistant in the early 1980's with his father Orrin A. Clark, NSLS #230.

He graduated from NSLSI in Surveying in 1986. Received his B.Sc. in Engineering from UNB in 1991. While at UNB, he completed studies in Hydrographic Surveying and course work for the Atlantic Board of Examiners.

Nathan has worked in various locations from Skagway, Alaska to Orlando, Florida. During the early years of his career, he worked with Geodetic Surveys Division with Natural Resources. This experience led him to assisting in astronomy, reconnaissance work for GPS stations, calibrating baselines and a deformation survey.

Articled under Eric Whyte, NSLS #514, in Sydney during 1991-1994 and became a member of APENS in 1995. Received his NSLS commission January 2007. He also worked as survey Manager at C.J. MacLellan & Associates/SNC Lavalin in Antigonish for 11 years and has currently started working with Strum Consulting, also in Antigonish.

Nathan has served on Council in 2008-2010 and President 2018-2019. After his presidency, Nathan moved back to Cape Breton and began a private surveying business. He has been married his wife Samantha for 25 years and has two adult daughters Hannah and Rachel attending Acadia University.



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- **Geoff Dick**, Land Surveyor | Owner
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1505 Barrington Street
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Halifax, NS B3J 2X1
Email: condos@novascotia.ca

August 31, 2022

Mr. Simeon Roberts (Executive Director)
Sent via email: Simeon.roberts@ansls.ca

Association of Nova Scotia Land Surveyors
209, 800 Windmill Road
Dartmouth, NS
B3B 1L1

Dear Mr. Roberts:

Re: Amendments to the Condominium Regulations Respecting Standards for Surveyors

An Order in Council was signed today to amend the Condominium Regulations by repealing standards for land surveyors and instead point to the professional standards of practice administered by the Association of Nova Scotia Land Surveyors (ANSLS), under the authority of the *Land Surveyors Act*.

The standards in the Regulations are dated and have fallen out of step with professional standards for land surveyors working in Nova Scotia. As a result, land surveyors are placed in a position where it is not possible to comply with the Regulations and Standards of Practice that govern professional practices in the province.

By repealing land survey standards from the Regulations, the challenges presented to land surveyors and public servants would be corrected on a permanent basis. As the profession is highly technical, ANSLs members have the expertise to update their standards of practice in response to industry changes.

Land surveyors have been involved in the condominium registration process since the *Condominium Act* and Regulations were introduced in the 1970s. They create and approve condominium survey plans that are submitted to Service Nova Scotia and Internal Services (SNS-IS), as part of the condominium registration process. Over the past decade, ANSLs, licensed land surveyors, and staff at SNS-IS have discussed strategies to align the Regulations with the Standards of Practice. All parties agreed that the best strategy was to repeal land survey standards from the Regulations and instead, point to the Standards of Practice which would allow the Regulations to remain current on an ongoing basis without the need for ongoing consultations and amendments.

The Order in Council details can be found as follows:
https://www.novascotia.ca/exec_council/oic/view.asp?oicID=19891

Yours truly,

Michelle Waye
Registrar of Condominiums

Notes from the Side of the Road



MEMBERSHIP STATUS

Clive S. MacKeen, NSLS #511, has moved back from Alberta and is residing at 64 MacKeen Crescent, Aspen, NS.
J. Jeff Fee, NSLS #595, P.Eng, CLS, OLS, has moved to 1875 Buckhorn Gate, Mississauga, ON, and is working as Senior Project Manager – Geomatics with GeoVerra.

CANDIDATE STATUS

COMPANIES

Fillier Land Surveys Ltd. has been formed by Matt Fillier, NSLS in September 2022.

NEW MEMBERS

Rory D. Roach, NSLS #692
August 29, 2022



Rory was born in Nanaimo, BC and lived there until his family moved to Nova Scotia. They lived in Shelburne before moving to Dartmouth, where he attended Auburn Drive High. After high school, Rory spent several years working at the Halifax Stanfield International Airport. During then, he became interested in the Geomatics Engineering Technology diploma that was offered at COGS in Lawrencetown, NS. After graduation at COGS, and previously working as a Survey Assistant for MMM Group in Calgary, AB, it led him to apply for his Bachelor of Science in Geomatics Engineering at UNB. Rory also spent his summers in Cape Breton where his family relocated. and joined with MacLean Surveying Ltd. Rory gained a lot of experience that helped him with his studies. After graduating from UNB in 2020, Rory moved to Cape Breton permanently and began working for Prendergast Surveys Ltd. This gave him the opportunity to be a part of several exciting projects while working toward his NSLS License.

Neil P. Hanlon, NSLS #693
September 13, 2022



Neil grew up in Linwood, NS. After graduating from East Antigonish Academy, he graduated from COGS with a Geomatic Engineering Technology diploma. Later, he attended UNB and obtained a Geodesy & Geomatics Engineering degree. After university, Neil joined Allison Lands Surveys Ltd in Elmsdale and articulated under Michael Allison, NSLS #538. He had the opportunity to work on many land surveying projects throughout central Nova Scotia. Prior to his current position, he gained experience working on land surveying, construction and engineering projects within the HRM and NT. He also spent three summers working for the Department of Natural Resources and Renewables out of the Guysborough and St. Peter's offices. Neil lives with his partner, Melissa, who's interests are camping, skiing, cooking, and local travel.

2022 COGS AWARDS RECIPIENTS**J.E.R. MARCH AWARD**

Coleman Ward

Geomatics Eng Technology
Annapolis Valley Campus

I intend to obtain my land surveying license here in Nova Scotia. Currently I have applied to the ANSLs as a candidate member, have signed an articling agreement and am in the process of having CBEPS evaluating what credits from my previous education will transfer. I will use this award to put toward challenging the CBEPS exams.

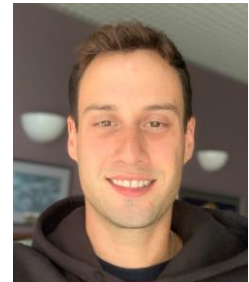
**GEORGE T. BATES AWARD
and
J.A.H. CHURCH AWARD**



Emily Dunham

Geomatics Eng Technology
Annapolis Valley Campus

With the cost of living rising and being an independent person, not being able to live with or get help from my parents, saving up and paying for my education has been difficult to say the least. This award is greatly appreciated and will be a big help towards funding my education. I will be able to further my education and be a part of the Geomatics Engineering class this September because of these awards.

JOHN S. POPE AWARD

Julien-Patrick Chavy-Waddy

Survey Technician
Annapolis Valley Campus

I am grateful for the opportunity to work in the field of Surveying, and excited to continue learning and increasing my skill set. My goal is to become a crew chief and increasingly independent in surveying. The next year at NSCC will be important to achieve this goal. This award will go towards tuition for the Geomatics Engineering Technology Program, that I plan on attending in September.

OUR OPEN HOUSE AT OUR NEW ANSLS OFFICE WAS HELD FRIDAY, AUGUST 19TH, 2022

Thank you to those who came out to say hello and see our new location!

OBITUARY

CARLIN, CYRIL BLAIR, NSLS #174 – Age 88, of Dartmouth, NS, passed away September 3rd in the Dartmouth General Hospital. Cyril was born in Hillsborough, NB, to Alston and Frances (Steeves) Carlin. Cyril graduated from the Maritime Forest Ranger School in 1953, graduated from NSLSI in 1954. After he received his PLS commission, he went on to complete his B.Sc.E. in 1962, and M.Sc.E. in 1970 at UNB. Cyril began his career as a survey engineer with the federal government in Energy, Mines, and Resources Canada. During this time, he travelled throughout Canada, including the northwest territories, western Canada and the Maritimes, managing survey projects. In 1967, he began a career with the Council of Maritime Premiers, working with Land Registration and Information Services for the Maritimes. At LRIS, he helped create a world class land registry service that pioneered usages of GPS satellite survey mapping until 1992 when he retired his NSLS license. Following his retirement, he volunteered his time at Steven's Road United Baptist Church, and later, at Parkland at the Lakes, teaching weekly bible studies. During its construction, he also spent a great deal of time at Bayside Camp, helping to build cottages and the supporting infrastructure required for its success. Cyril enjoyed hiking and spending time outdoors. In his younger years, he actively participated on several hockey and baseball teams in Moncton and Fredericton. He fondly remembered his time as the goalie for the UNB intramural engineering hockey team. Cyril was predeceased by his wife, Sarah "Sadie" May, who passed away just days prior. He was also predeceased by brothers Douglas and Donald, as well as a sister, Kathryn "Kay" Steeves. Cyril is survived by sisters Ardeth (Jack) Allen and Rita (Al) Renton, and brother Gerald (Pauline) Carlin. He also leaves behind his children, Dr. Betty (Paul) Croft of Dartmouth and Dr. Robert (Christopher Paci) Carlin of Montreal. His two grandchildren, Matthew Croft and Sophia Croft. Burial will be held at Gray's Island Cemetery, Hillsborough, N.B., on Sunday, September 11th at 1 pm. In lieu of flowers, donations can be made to the Steven's Road Memorial fund or Crandall University.



BLAST FROM THE PAST

Volume 8, Number 14, Page 2
February 1958

Be Careful Where You Cut!

Many years ago, Whitman Freeman, Deputy Crown Land Surveyor for the County of Queens, who resided in Milton, and died there in 1872, was approached by Mr. "X", a worthy and respected citizen of the young village of Caledonia, with the request that he make a survey of his property in that vicinity. Whitman replied that he was very busy at the time, but that he would attend to it at the earliest possible date.

Several months later, the survey not having been made, Mr. "X" was again in Liverpool and once more went to see Whitman, stating that Winter was fast approaching and that he was anxious to start logging.

Whitman replied that he was still very busy and had not had the opportunity to make the requested survey. He observed that however Mr. "X" undoubtedly had some idea of the boundaries of his lot, and thus could start well within those bounds without danger of cutting across the lines.

Mr. "X" replied that that was what he was afraid of, that his property was surrounded on three sides by Crown Lands and without knowledge as to where his own lines were, he was afraid that he might cut on his own lot, an attitude typical of many of our otherwise law-abiding citizens.

**ASSOCIATION OF NOVA SCOTIA LAND SURVEYORS
ORGANIZATIONAL STRUCTURE 2021 – 2022**

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 Vice-President – Raymond Pottier
 Past President – Peter Berrigan
 Executive Director – Simeon Roberts

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 Zone 2 - Timothy Wamboldt
 Zone 3 - Matthew Berrigan
 Zone 4 - Rodney MacLean *
 DNR & Renewables Appointee -
 Bradley Middlemiss

Public Representative - Sasha Sears

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Council Reporter – Peter Berrigan

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Council Reporter – Andy DeCoste

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 Geoffrey Dick
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Council Reporter – Arthur Backman

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Council Reporter – Raymond Pottier

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 Joe Alcorn
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Council Reporter – Rodney MacLean

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 Greg Skelhorn

Council Reporter – Arthur Backman

**LIFE & HONORARY MEMBER
COMMITTEE**

David Clark (C)
 Fred Hutchinson (C)

Council Reporter - Exec Director

NOMINATING COMMITTEE

Peter Berrigan (Past President)
 and at least one voting member
 OPEN

Council Reporter – Peter Berrigan

NS BOARD OF EXAMINERS

Kevin Robb (C)
 Ernie Blackburn
 Kevin Brown
 Eddie Mariner
 Andrew Sutherland
 Simeon Roberts (non-voting)

Council Reporter – Exec Director

**Canadian Board of Examiners for
Professional Surveyors (CBEPS)**

Jody Isenor (accreditation appointee)
 Robyn Ash (board appointee)

Council Reporter – Exec Director

**PROFESSIONAL
DEVELOPMENT COMMITTEE**

Buster Davison (C)
 Mike Crant
 Andrew Giles

Council Reporter - Exec Director

**PUBLIC AWARENESS
COMMITTEE**

Wesley McNeil (C)
 Kyle Harrington
 Eric Morse
 Rodney MacLean

Council Reporter – Tim Wamboldt

SRD ADVISORY COMMITTEE

Norval Higgins
 Dennis Prendergast
 Ted Webber

Council Reporter – Matt Berrigan

* Last Term

MOTIONS FOR CONSIDERATION

MOTION #1:

WHEREAS the Practice Review Department Manual of Administrative Procedures makes reference to **Section 94(2)** of the Regulations made under the Land Surveyors Act, R.S.N.S. 1989 c. 249 which reads;

94(2) A Survey Review Department sticker shall, in accordance with the administrative procedures, be affixed on all original plans and surveyor's location certificates certified by a member in such a fashion that the sticker is legible on all copies of the plan or surveyor's location certificate produced from the original.

AND WHEREAS Section 100 of the Regulations made under the Land Surveyors Act, R.S.N.S. 1989 c. 249, which provides some clarity as to the role of the Practice Review Department, and which reads;

100 A review by the Survey Review Department of any plan certified or work conducted by a member shall not be construed to warrant in any way to any member or any person the accuracy or correctness of the plan or work.

BE IT RESOLVED that the following Sections 6.13 and 6.14 be added to the Standards of Practice and that the existing Section 6.13 be renumbered as Section 6.15, highlighted in yellow below

6.13 A Practice Review Department stamp shall, in accordance with the administrative procedures, be affixed on all original plans and surveyor's location certificates certified by a member in such a fashion that the stamp is legible on all copies of the plan or surveyor's location certificate produced from the original, printed at an appropriate scale.

6.14 A review by the Practice Review Department of any plan or surveyor's location certificate certified or work conducted by a member shall not be construed to warrant in any way, to any member or any person, the accuracy or correctness of the plan or work.

~~6.13~~ **6.15** Revisions made to a plan shall be identified

MOVED BY: Raymond V. Pottier, NSLS # 560

SECONDED BY: Luke Sarginson, NSLS # 675

Rationale

1. What is the origin of this motion?

The chair of the Complaints Committee informed Council that the Sections of the Regulations made under the Land Surveyors Act, R.S.N.S. 1989 c.249 which gave force to the Practice Review Manual of Administrative Procedures had not been migrated to the Standards of Practice of the Association of Nova Scotia Land Surveyors.

2. What problem will this motion solve?

This motion gives force to the above-mentioned Manual of Administrative Procedures requiring members to affix a Practice Review stamp to Survey Plans and Location Certificates.

3. What is the overall intent of this motion?

The intent of the motion is to inform the members of the requirements to participate in Practice Review as established by Council.

4. How is this motion in the public interest?

Under the Land Surveyors Regulations Section 57(1) made under subsection 12(1) of the Land Surveyors Act S.N.S. 2010, c.38. Council has established a Practice Review Department to promote and maintain high standards of surveying.

5. Was anyone outside the Association consulted?

No.

6. Are there any financial implications for this motion?

Yes. The sale Practice Review stamps funds the work of the Practice Review Department.

MOTION # 2

BE IT RESOLVED that the following **Section 10** be added to the Standards of Practice, highlighted in yellow below.

10 Practice Review Requirements

- 10.1** A record of all plans and surveyor's location certificates certified by a member shall, in accordance with the administrative procedures, be submitted to the Survey Review Department within 30 calendar days of signing, or in the case of plans of subdivision, within 30 days of final approval under the Municipal Government Act.
- 10.2** Upon the request of the Survey Review Department, a member shall submit a copy of the full plan or surveyor's location certificate requested within 14 calendar days of receipt of the request.
- 10.3** The Survey Review Department may request in writing that a member supply additional information with respect to any plan or surveyor's location certificate or work under review.
- 10.4** The member shall submit any information requested under section 10.3 within 14 calendar days of the receipt of the request.
- 10.5** It is the duty of every member to fully co-operate with the Survey Review Department.
- 10.6** If a member fails to co-operate with the Survey Review Department during or otherwise with respect to a systematic review, a comprehensive review or recommended training, the Survey Review Department shall report that lack of co-operation to the Complaints Committee for their consideration.

MOVED BY: Raymond V. Pottier, NSLS # 560

SECONDED BY: Luke Sarginson, NSLS # 675

Rationale

1. What is the origin of this motion?

The chair of the Complaints Committee informed Council that the Sections of the Regulations made under the Land Surveyors Act, R.S.N.S. 1989 c.249 which gave force to the Practice Review Manual of Administrative Procedures had not been migrated to the Standards of Practice of the Association of Nova Scotia Land Surveyors.

2. What problem will this motion solve?

The addition of these Sections to the Standards of Practice informs the members of their duties and requirements under Practice Review established by Council.

3. What is the overall intent of this motion?

To add the Sections of the Regulations made under the Land Surveyors Act, R.S.N.S. 1989 c.249 which informed the members of their duties and requirements under Practice Review and had not been migrated to the Standards of Practice of the Association of Nova Scotia Land Surveyors.

4. How is this motion in the public interest?

Under the Land Surveyors Regulations Section 57(1) made under subsection 12(1) of the Land Surveyors Act S.N.S. 2010, c.38. Council has established a Practice Review Department to promote and maintain high standards of surveying.

5. Was anyone outside the Association consulted?

No.

6. Are there any financial implications for this motion?

No.

COMMITTEE REPORTS

COMPLAINTS COMMITTEE REPORT

Date: August 26, 2022

Below is the list of complaints that the Committee has addressed since the last General Meeting, including the outcome or current status. Each summary of a complaint is simplistic since most involve more than one allegation.

1. **Complaint: charges the surveyor with misconduct based on multiple surveys with multiple errors.**
Although the Committee believed there was evidence to support a finding of misconduct, the Committee settled the matter under an Informal Resolution. *File Closed.*
2. **Complaint: asserts the surveyor ill-advised the client & over-charged him.**
Again the Committee believed there was evidence to support a finding of misconduct, the Committee settled the matter under an Informal Resolution. *File Closed.*
3. **Complaint: maintains the surveyor hadn't complied with our standards of practice.**
This complaint is currently under an Informal Resolution.
4. **Complaint: argues the surveyor hadn't complied with our standards of practice.**
This complaint is currently under an Informal Resolution.
5. **Complaint: insists the surveyor should have shown a right of way on the plan.**
The complaint was dismissed because the allegations did not constitute misconduct. *File Closed.*
6. **Complaint: contends the surveyor hadn't complied with our standards of practice.**
The member was issued a "Caution" by the Committee. *File Closed.*
7. **Complaint: claims the surveyor didn't show the correct owner on the plan.**
The Surveyor did show the correct owner. The complaint was dismissed because the allegations did not constitute misconduct. *File Closed.*
8. **Complaint: submits the surveyor included his lands on the neighbours retracement survey.**
The Surveyor explained his opinion. The complaint was dismissed because the allegations did not constitute misconduct. *File Closed.*
9. **Complaint: reports the entire survey doesn't comply with the standards of practice.**
This complaint is under discussion by the Committee.

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- 10. Complaint: insists the surveyor should show the right of way boundaries as parallel.**
Although the Committee believes there was evidence to support a finding of misconduct, the Committee settled the matter under an Informal Resolution. *File Closed.*
- 11. Complaint: protests the surveyor wouldn't explain why he used the wrong survey marker and was rude on the phone.**
The complainant misunderstood the boundaries. The complaint was dismissed because the allegations did not constitute misconduct. *File Closed.*
- 12. Complaint: charges the surveyor with multiple counts of misconduct.**
This complaint was very lengthy and complex, as the complainant made very damning allegations but never provided any evidence. Patience was a virtue, as the investigator remained courteous but insistent. Ultimately the matter was dismissed because the complaint could not be substantiated. *File Closed.*
- 13. Complaint: opines the surveyor made a gross boundary error which cost the complainant a new survey and legal advice.**
This complaint was later withdrawn. *File Closed.*
- 14. Complaint: declares the surveyor hadn't followed instructions, has made numerous errors and was rude when presented those errors.** This complaint is under investigation.
- 15. Complaint: contends the surveyor placed survey markers years ago, and now replaced them 12 feet apart.**
It turned out the early markers **weren't** placed under the Surveyor's supervision. The complaint was dismissed because the allegations did not constitute misconduct. *File Closed.*
- 16. Complaint: maintains the surveyor submitted a plan for municipal approval, and now won't respond to municipal correspondence, nor to the complainant.** This complaint was later withdrawn. *File Closed.*
- 17. Complaint: asserts after the surveyor prepared a survey, a building permit was issued, but a stop work order was later issued. Now a remove the building order was issued and the surveyor won't respond to the municipality nor the complainant.**
This complaint was later withdrawn. *File Closed.*
- 18. Complaint: alleges the Surveyor fueled a dispute, didn't follow our standards, was not objective and cost him money in expert & legal opinions.**
This complaint is under investigation.

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19. Complaint: reports that an investigator for the Complaints Committee was not objective.

With the advice of legal counsel, the matter was dismissed because the investigator was not practicing Professional Land Surveying, and therefore was not subject to the Professional Conduct Process. *File Closed.*

20. Complaint: asserts a Surveyor spread a falsehood about the complainant.

This complaint is under investigation.

21. Complaint: argues the Surveyor didn't set a sanctioned monument at a lot corner and didn't do the proper research.

This complaint is under investigation.

22. Complaint: reports the Surveyor set the marker at the wrong spot.

This complaint was later withdrawn. *File Closed.*

Hence, there are currently seven active complaints before the Committee. Most complaints are processed within 6 months; however the Committee has had active files up to a year. If there was wrongdoing, the Surveyor and the Committee may agree on terms, that avoid a Hearing, but still provides disciplinary consequences and hopefully guidance in his/her future practice. Those complaints remain active until the conditions are satisfied.

Glenn Crews, Chair

ADMINISTRATIVE REVIEW COMMITTEE:

After hiring a new Executive Director in 2021, our Committee began searching for a new Practice Review Department Manager in January 2022. An Expression of Interest for the position was sent out to the membership with the closing on January 28, 2022. After deliberations amongst the Committee and with Council, the Administrative Review Committee recommended Andy DeCoste for the position. Mr. DeCoste took over as PRD Manager on May 1st, 2022.

The Administrative Review Committee is responsible for performance reviews for both the Executive Director and the Practice Review Department Manager. These will be conducted prior to the end of 2022. Kevin Brown, Matthew LeBlanc, James McIntosh

Kyle Bower, Chair

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MANDATORY PROFESSIONAL DEVELOPMENT EVALUATION COMMITTEE REPORT

Professional Development participation was high for 2021 and during the three-year period from 2019 to 2021. Although three members did not acquire the minimum points required, the lowest point total was 85.

The Mandatory Professional Development Committee reviews all information provided with MPD form submissions to determine the number of points to be assessed for each activity.

A summary of the points assessed for various activities and the limit for each category is as follows:

- Association sponsored education seminars (Section 4.2) are assigned point values by the Continuing Education Committee. There is no point limit on Section 4.2 activities.
- Safety courses such as first aid, traffic control, WHMIS etc. are assessed as 'Survey Related' at a ratio of one point per hour of participation.
- The maximum total yearly points allowed for survey related and non-survey related courses (Section 4.3) is 20 points. This 20-point total is per year and not per course.
- The maximum total yearly points allowed for Association Participation (Category 2) activities is 35 points (AGM, Special GM and Zone Meetings, Council, Committees, presenters, etc.). Point limits for Category 2 activities are identified on the MPD form.
- Activities/participation (AGM, Zone meeting, committees, etc.) in other associations (Engineering/Survey) are assessed similar points as if they were ANSLS activities. These activities are subject to the same maximum points allowed with ANSLS activities/participation.
- Other activities (Category 3) which includes volunteer time, are generally assigned points at a ratio of one point per 10 hours to a maximum of 10 points per year.

The onus is on the member to provide sufficient information for an activity (description, hours, category, dates, certificate, provider) to allow the committee to evaluate the points to be assigned. Insufficient information will result in the member not being assigned points for the activity.

A letter summarizing the results of the point evaluation is provided to each member with an explanation if the assessed point total is different than what was submitted.

Please feel free to contact the ANSLS office or our committee with any questions relating to the evaluation of activities.

Buster Davison, P. Eng., NSLS, CLS, ALS
Chair, Mandatory Professional Development Evaluation Committee

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GOVERNANCE COMMITTEE REPORT

The Governance Committee was relatively inactive this year. The committee met on April 12, 2022 to go over the Committee's Terms of Reference. In early August it was brought to their attention that certain Sections of the Land Surveyors Regulations (in force until 2013) were not included in the new Standards of Practice.

In order to give force to the Practice Review Department's Manual of Administrative Procedures, as had been the case under the old Regulations, two motions are being presented for consideration of the Membership at the 2022 AGM.

Raymond V. Pottier, NSLS
Chair, Governance Committee

CONTINUING EDUCATION COMMITTEE

This committee was quite busy with the successful planning for our spring seminar held in Truro. We had over 100 attendees and a good number of student candidates as well. This Seminar was our first in person event as an association, so members enjoyed the social aspect of seeing everyone again.

This seminar was presented by members with topics that everyday surveyors encounter. The seminar goal was to engage membership in the topics selected by the committee. These presentations hopefully will bring consistency, across the province, in field procedures and boundary determination. The afternoon sessions will discuss current and future issues with our upkeep of our standard of practices and regulations.

We would like to thank our presenters who gracefully took their own time in preparation. Thank You Ray Pottier, Matthew Leblanc, Mathew Smith and Jodi Isenor. A special thank you to our president, Andy DeCoste, as well as ANSL staff and executive director, Simeon Roberts for all their help.

We are now in planning for this year's AGM to be held in the fall in Dartmouth. Information should be coming out soon as per the Saturday Seminars.

Our group, with help from Simeon, passed on to members, multiple opportunities for online courses and webinars throughout the year, allowing for possible CE points. A great resource to our membership is the GeoEd Canada website, which is on our website under the Professional Development Tab. I would suggest all members to register and explore the different seminars.

If any members have suggestions for seminars, please contact us. We can also look at providing small CE session at zone meetings if there is interest.

Robyn Ash, Jody Isenor, *Council Reporter - Exec Director*

Blake Beaton, Chair

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ACT ENFORCEMENT: nothing to report.

ENVIRONMENTAL COMMITTEE: there has been no activity over the past year.

PRACTICE REVIEW ADVISORY COMMITTEE REPORT

The committee met briefly with Andy DeCoste at the summer seminar, and more substantially August 17th (in virtual format). Discussion revolved around Andy's vision and organizational plan, while touching on a few specific items of concern. Future semi-regular meetings will be the norm, being a change from past practice for this committee.

Practice Review Advisory Committee: Ted Webber, Dennis Prendergast, Norval Higgins

Submitted by Norval Higgins, Chair

LIFE AND HONORARY MEMBERSHIP

It is now 2022, and with any luck we will be able to have a face-to-face meeting this fall in Dartmouth. It has been a few years now since we have met and considered any "life or honorary" memberships as a result of global health issues. Dave Clark and Fred Hutchinson have agreed to co-chair this committee and have met and are reviewing the membership for possible candidates for "life" membership.

Our existing by-laws caps life membership at 25 and we currently have a roster of 19 members. The committee would like to present Council with the names of six candidates with the hope of presenting at least two or more names for approval at the AGM. We would ask that the membership review By-law 32 to appreciate the requirements for such a nomination.

The Committee would also like the Association to give recognition to members who may not meet said requirements but have been lifelong members in good standing. Maybe a 30, 40, or 50+ year certificate or plaque. This is just a thought but maybe a topic for zone meetings. Our members serve the citizens of our province in development and security of investment in real property, and we need to appreciate that service among our peers.

The Committee looks forward to presenting nominations this fall and trust that members will be supportive when a vote is called. Take care and stay safe!

Fred Hutchinson and Dave Clark, Co-chairs

PUBLIC AWARENESS COMMITTEE REPORT

August 25, 2022

The Public Awareness Committee has been relatively quiet since our spring 2022 submission to *The Nova Scotian Surveyor* magazine. We continue to work on previously identified goals and are close to finalizing the FAQ's for website publication (amongst other items).

We hope to accomplish in the short-term, to connect with COGS, UNB, and alike organizations early in the academic year to have an ANSLs presence felt by these educational institutions and their students. It's a small step, but a step in the right direction toward building a healthy liaison between these academia and the ANSLs.

There has quite a bit of discussion regarding the best way to connect with aspiring members and how to publicize our profession. Declining membership is a concern faced by survey associations Canada abroad and we are no different. Our Executive Director, Simeon, echoed those concerns to our committee after his Executive Directors & CEO's meeting in Toronto this spring and was kind enough to share the results of a Canada wide survey/poll collected from new members (less than 5 years practicing) to better understand why they got into the profession. This information is valuable and will help this committee narrow its efforts onto the items which have the largest impact on potential members. We will work with Simeon to broadcast our message about the profession to potential members as we work toward sustainable membership in the years to come.

Wesley J. McNeil, Chair

SCANNING OF OLD SURVEY FILES AND PART 9 OF STANDARDS OF PRACTICE

September 5, 2022

Re: Scanning of old survey files and Part 9 of Standards of Practice

The committee met this spring by phone conference to discuss the framework for creating an electronic format for the retention of new and old survey files. Matt Leblanc presented this framework at the workshop in Truro this year outlining the format we are exploring. I have contacted Rory Rogers, QC at Stewart McKelvey to assist in the process of moving to an electronic format for the retention of survey files. This process will most likely require changes to various sections of our Standards of Practice. I would like to have a draft of the proposed changes to our Standards of Practice for a workshop in the spring of 2023

Derik R. DeWolfe, Chair

****The next ANSLs jurisdictional exam will be held on Thursday, November 3rd at 9:30am to 12:30pm.**

Interested candidates should contact Alexandra Ottenbrite at admin@ansls.ca to register.**

The Association of Nova Scotia Land Surveyors

Financial Statements

December 31, 2021

The Association of Nova Scotia Land Surveyors

December 31, 2021

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Independent Practitioner's Review Engagement Report

To the Shareholders
The Association of Nova Scotia Land Surveyors

We have reviewed the accompanying financial statements of The Association of Nova Scotia Land Surveyors that comprise the balance sheet as at December 31, 2021 and the statements of operations and accumulated operating surplus, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures and evaluating the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of The Association of Nova Scotia Land Surveyors as at December 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

G&R Chartered Professional Accountants

Licensed Public Accountants

Dartmouth, Nova Scotia
October 07, 2022

The Association of Nova Scotia Land Surveyors

Balance Sheet

December 31, 2021

	Note	2021 \$	2020 \$
Assets			
Current Assets			
Cash		927,404	406,590
Accounts receivable		46,801	13,923
HST receivable		5,662	4,777
Total Current Assets		979,867	425,290
Computer, net of accumulated amortization		196	435
Land and building, net of accumulated amortization	3.	-	71,429
Total Assets		980,063	497,154
Liabilities and Shareholders' Equity			
Current Liabilities			
Accounts payable and accrued liabilities		16,132	1,972
Employee deductions payable		16,748	3,395
Deferred revenue		58,539	85,515
Total Current Liabilities		91,419	90,882
Net Assets			
Accumulated operating surplus		888,644	406,272
Total Liabilities and Net Assets		980,063	497,154

SIGNED ON BEHALF OF THE MEMBERS

Simon I. Roberts.

Executive Director

The Association of Nova Scotia Land Surveyors

Statement of Operations and Accumulated Operating Surplus

For the Year Ended December 31, 2021

	2021 \$	2020 \$
Revenue (schedule A)		
Membership dues	209,259	204,013
Survey review	118,525	88,895
General operations	37,674	13,526
Other operations	780	925
Gain on disposl of land and building	428,570	-
Total revenue	794,808	307,359
Operating expenses		
Administration (schedule B)	248,603	249,816
Committees (schedule C)	80	-
Grants, levies and awards (schedule C)	42,168	41,616
Miscellaneous (schedule C)	1,693	1,875
Office accommodations (schedule C)	19,892	17,978
Total expenses	312,436	311,285
Operating surplus (deficit) for the year	482,372	(3,926)
Accumulated operating surplus - beginning of year	406,272	410,198
Accumulated operating surplus - end of year	888,644	406,272

The Association of Nova Scotia Land Surveyors

Statement of Cash Flows

For the Year Ended December 31, 2021

	2021 \$	2020 \$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Operating surplus (deficit) for the year	482,372	(3,926)
Adjustments to operating surplus not involving cash - amortization	239	2,025
Gain on disposal of land and building	(428,570)	-
(Increase) Decrease in accounts receivable	(32,878)	5,462
Increase in HST receivable	(885)	(692)
Decrease (Increase) in accounts payable	14,160	1,523
Increase in Receiver General payable	13,352	253
Increase (Decrease) in deferred revenue	(26,976)	7,945
TOTAL CASH FLOWS FROM OPERATING ACTIVITIES	20,814	12,590
CASH FLOWS FROM INVESTING ACTIVITIES:		
Sale of long-term investments	-	100,051
Purchase of computer	-	(600)
TOTAL CASH USED BY INVESTING ACTIVITIES	-	99,451
Proceeds on disposal of land and building	500,000	-
INCREASE IN CASH	520,814	112,041
CASH - BEGINNING OF YEAR	406,590	294,549
CASH - END OF YEAR	927,404	406,590

The Association of Nova Scotia Land Surveyors

Notes to the Financial Statements

For the Year Ended December 31, 2021

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

1. Significant Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO) and include the following significant accounting policies:

Financial Instruments

The financial assets and liabilities are initially recorded at fair value. The Association subsequently measures all its financial assets and financial liabilities at cost or amortized cost. Changes in fair value are recognized in net income.

Financial assets measured at cost include cash and accounts receivable. Financial liabilities measured at cost include accounts payable and amounts owing to government.

Cash

The Association defines cash as the amount of cash on hand and cash on deposit net of cheques that are issued and outstanding at the end of the year.

Building and Computer

Building and computer are recorded at cost. Amortization is calculated using the declining balance method at the annual rate of 4% for building, 55% for computer.

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

Long Term Investments

The Association's investments, consist entirely of guaranteed investment certificates that are quoted in an active market and are initially and subsequently measured and recorded at their fair value, determined on the basis of market value. Changes in fair value are recognized in income in the period incurred. Transaction costs that are directly attributable to the acquisition of these investments are recognized in net income in the period incurred. Realized and unrealized gains and losses on investments are reported in the statement of earnings.

Impairment of Long-lived Assets

Property subject to amortization is tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the projected future net cash flows resulting from its use and eventual disposition. The impairment loss, if any is measured as the amount by which the carrying amount of the asset exceeds its fair value. To December 31, 2021, no impairment losses have been recorded.

The Association of Nova Scotia Land Surveyors

Notes to the Financial Statements

For the Year Ended December 31, 2021

1. Significant Accounting Policies continued

Income Taxes

The Association is a not-for-profit organization, as described in Section(1)(1) of the *Income Tax Act*, and therefore exempt from income taxes.

Revenue Recognition

Revenue is recorded and recognized in the period that it is due and considered collectible.

Contributed Services

The Association would not be able to carry out its activities without the services of many volunteers who donate a considerable number of hours. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

Statement of Cash Flows

The Association prepares the statement of cash flows on a net cash basis and reports the cash flows from operating and financing activities using the indirect method.

Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that effect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities as at December 31, 2021 and the reported amounts of revenues and expenses for the year then ended. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

2. Financial Instruments

The significant financial risks to which the Association is exposed are, interest rate risk, liquidity risk, and credit risk.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association's primary objective is to ensure the security of principal amounts while achieving a satisfactory return. The Association does not use derivative financial instruments to alter the effects of this risk.

Liquidity Risk

Liquidity risk is the risk that the Association will encounter difficulty in meeting its obligations associated with financial liabilities. The Association is exposed to liquidity risk arising primarily from accounts payable and amounts due to the government. The Association's approach to managing liquidity is to ensure that it always has sufficient cash flows and cash on hand to meet its operating obligations.

The Association of Nova Scotia Land Surveyors

Notes to the Financial Statements

For the Year Ended December 31, 2021

Credit Risk

Financial instruments that potentially subject the Association to credit risk consist of cash and cash equivalents and accounts receivable. The Association uses reputable institutions for cash and believes the risk of loss to be remote. The Association estimates an allowance for doubtful accounts for accounts receivable. As at December 31, 2021 and December 31, 2020 no allowance for doubtful accounts for accounts receivable was recorded. The Association does not believe it faces significant credit risk exposure. The fair values of items that meet the definition of financial instruments approximate their carrying values. Any credit losses are provided for the financial statements and consistently have been within management's expectations.

3. Land, Building and Computer

Land and building consist of the following:

			2021	2020
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
	\$	\$	\$	\$
Land	-	-	-	26,798
Building	-	-	-	44,631
Total	-	-	-	71,429

The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2021

Schedule of Revenue

Schedule A

	2021 \$	2020 \$
Membership Dues		
Regular	200,709	197,775
Retired	4,350	3,150
Student	4,200	3,088
Total membership dues revenue	209,259	204,013
Survey Review		
SRD plan	99,450	74,705
SLC number	13,105	12,605
Other SRD revenue	5,970	1,585
Total survey review revenue	118,525	88,895
General Operations		
Certificates of authorization	9,757	8,600
Convention receipts	10,932	-
Interest income	677	767
Miscellaneous	3,668	2,959
Nova Scotian Surveyor	2,400	1,200
Seminars	10,240	-
Total general operations revenue	37,674	13,526
Other Operations		
Service charges	780	925
Total revenue	366,238	307,359

The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2021

Schedule of Expenses

Schedule B

	2021	2020
	\$	\$
Administration		
Accounting service	3,885	3,885
Advertising	241	1,819
Amortization	239	2,025
Bad Debt Expenses - Admin	-	2,109
Benefits - medical, dental and RRSP	6,468	9,828
CPP, EI and workers' compensation	7,916	7,758
Council meetings	134	-
Equipment rental and maintenance	-	176
Executive director expenses	429	1,231
General meeting - convention	7,864	1,014
Legal services	15,996	16,506
Nova Scotian Surveyor	1,284	1,653
Office supplies	11,107	4,314
Postage	282	709
President's travel	-	5,583
Professional dues and fees	5,450	3,875
Salary - Administrators	64,888	48,602
Salary - Executive director	50,430	77,934
SRD Manager contract	67,500	55,000
SRD Manager expense	2,044	2,188
SRD Bad Debts expenses	-	960
Staff training and education	-	375
Telephone, fax and internet	1,667	2,272
Zone meetings	779	-
Total administration expenses	248,603	249,816

The Association of Nova Scotia Land Surveyors

For the Year Ended December 31, 2021

Schedule of Expenses

Schedule C

	2021 \$	2020 \$
Committees		
Complaints	80	-
Total committees expense	80	-
Grants, Levies and Awards		
C.B.E.P.S. levy	5,555	5,003
C.O.G.S. awards	2,500	2,500
Professional Surveyors Canada	34,113	34,113
Total grants, levies and awards expense	42,168	41,616
Miscellaneous		
Courier	111	46
Donation - memorials	-	250
Interest and bank charges	1,577	1,326
Penalties and interest	-	103
Other miscellaneous expenses	5	150
Total miscellaneous expenses	1,693	1,875
Office Accommodations		
Building maintenance	280	250
Cleaning	300	300
Insurance	5,310	4,152
Rent	7,151	-
Taxes	2,654	10,457
Utilities	4,197	2,819
Total office accommodations expense	19,892	17,978

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Association of Nova Scotia Land Surveyors
2023 Budget (Proposed)
Prepared October, 2022

		2023 Budget (Proposed)	2022 Budget	2022 Actual to 09-30-2022	2022 Projected
<u>REVENUE</u>					
ADMINISTRATION REVENUE					
Member Dues	(127@\$1,650)	\$209,550.00	\$208,500.00	\$198,750.00	\$198,750.00
Retired Dues	(38@\$150)	\$5,700.00	\$4,350.00	\$5,025.00	\$5,025.00
Associate Dues	(0@\$150)	\$0.00	\$0.00	\$0.00	\$0.00
Candidate Dues	(39@\$150)	\$5,850.00	\$4,500.00	\$4,800.00	\$4,800.00
<u>Total Dues</u>		<u>\$221,100.00</u>	<u>\$217,350.00</u>	<u>\$208,575.00</u>	<u>\$208,575.00</u>
Dues Service Charges		\$800.00	\$800.00	\$750.00	\$750.00
Certificate of Authorization	(49@\$200)	\$9,800.00	\$9,800.00	\$9,600.00	\$9,600.00
Nova Scotian Surveyor		\$2,400.00	\$2,400.00	\$1,800.00	\$1,800.00
Convention Revenue		\$18,500.00	\$18,000.00	\$0.00	\$18,425.00
Seminar Revenue		\$25,000.00	\$25,000.00	\$7,730.20	\$21,980.20
Hearing Committee Revenue		\$0.00	\$0.00	\$0.00	\$0.00
Interest Earned		\$150.00	\$150.00	\$201.36	\$350.00
Investments	(6% Portfolio Manager)	\$30,000.00	\$0.00	\$0.00	\$0.00
MCE Penalty		\$0.00	\$0.00	\$0.00	\$0.00
Other Admin Revenue		\$1,500.00	\$1,500.00	\$0.00	\$0.00
SRD Admin Revenue (Admin Rev)		\$0.00	\$0.00	\$0.00	\$0.00
GANS Administration Revenue		\$0.00	\$0.00	\$0.00	\$0.00
Rental Income		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ADMINISTRATION REVENUE		<u>\$309,250.00</u>	<u>\$275,000.00</u>	<u>\$228,656.56</u>	<u>\$261,480.20</u>
PRD REVENUE					
SLC/PRD Numbers	(Loc Cert@\$10)	\$26,600.00	\$11,500.00	\$8,310.00	\$9,750.00
SRD/PRD Plan	(Plan@\$30)	\$90,000.00	\$78,250.00	\$64,140.00	\$80,640.00
Other SRD/PRD Revenue	(Extra lots@\$5)	\$5,000.00	\$3,500.00	\$2,415.00	\$3,060.00
TOTAL PRD REVENUE		<u>\$121,600.00</u>	<u>\$93,250.00</u>	<u>\$74,865.00</u>	<u>\$93,450.00</u>
TOTAL REVENUE		<u>\$430,850.00</u>	<u>\$368,250.00</u>	<u>\$303,521.56</u>	<u>\$354,930.20</u>

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EXPENSES**OFFICE ADMINISTRATION**

Accounting Services	\$3,900.00	\$3,900.00	\$0.00	\$3,885.00
Sage Multi-use license	\$1,345.00	\$0.00	\$0.00	\$0.00
Advertising	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00

Salaries

Salary - Executive Director	(4% COL)	\$79,466.40	\$76,410.00	\$56,934.26	\$76,410.00
Salary - Administrative Assistant		\$38,802.40	\$19,262.00	\$24,782.55	\$34,769.86
Salary - SRD Assistant (PT)		\$28,561.27	\$27,463.00	\$21,165.05	\$27,462.76
Salary Administrators		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL SALARIES		<u>\$146,830.07</u>	<u>\$123,135.00</u>	<u>\$102,881.86</u>	<u>\$138,642.62</u>

SRD Operating Expenses

Salary - SRD Manager Contract		\$0.00	\$62,500.00	\$0.00	\$0.00
SRD Bad Debt Expenses		\$0.00	\$0.00	\$0.00	\$0.00
SRD Manager's Expenses		\$0.00	\$3,500.00	\$971.65	\$0.00
Independent Contractor - Practice Review		\$75,460.00	\$0.00	\$24,500.00	\$49,000.00
TOTAL SRD/PRD EXPENSES		<u>\$75,460.00</u>	<u>\$66,000.00</u>	<u>\$25,471.65</u>	<u>\$49,000.00</u>

Benefits

Benefits - CPP		\$7,100.00	\$5,500.00	\$5,231.60	\$6,987.93
Benefits - EI		\$3,000.00	\$2,000.00	\$2,204.27	\$2,946.08
Benefits - Life Insurance	(See note 15)	\$0.00	\$0.00	\$0.00	\$0.00
Benefits - Medical & Dental		\$5,000.00	\$6,700.00	\$3,330.00	\$6,660.00
Benefits - RRSP	(See note 15)	\$4,500.00	\$4,500.00	\$3,288.33	\$4,500.00
Benefits - Workers' Compensation		\$525.00	\$525.00	\$0.00	\$525.00
Sub-Total; CPP, EI & Workers Comp		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL BENEFITS		<u>\$20,125.00</u>	<u>\$19,225.00</u>	<u>\$14,054.20</u>	<u>\$21,619.01</u>

Other Expenses

Amortization		\$0.00	\$0.00	\$0.00	\$0.00
Bad Debt Expenses (Admin)		\$0.00	\$0.00	\$0.00	\$0.00
Convention & Annual Meeting Expense	(See note 2)	\$25,000.00	\$25,000.00	\$3,395.44	\$27,623.76
Council		\$750.00	\$1,500.00	\$0.00	\$0.00

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Depreciation	(See note 11)	\$0.00	\$2,050.00	\$0.00	\$0.00
Equipment Rental & Maintenance	(See note 4)	\$400.00	\$400.00	\$2,392.40	\$2,392.40
Executive Director Expenses		\$1,500.00	\$1,500.00	\$1,555.28	\$1,755.28
Executive Director - cell phone		\$600.00	\$0.00	\$0.00	\$0.00
Executive Expense	(See note 5)	\$400.00	\$400.00	\$0.00	\$663.04
Legal Services		\$10,000.00	\$8,000.00	\$9,798.29	\$17,733.05
Nova Scotian Surveyor		\$900.00	\$2,500.00	\$584.90	\$1,110.00
Office		\$4,900.00	\$7,500.00	\$9,198.18	\$9,300.00
Postage		\$0.00	\$750.00	\$0.00	\$0.00
President's Travel	(See note 6)	\$20,000.00	\$20,000.00	\$11,301.14	\$14,629.75
Printing		\$250.00	\$250.00	\$0.00	\$0.00
Professional Dues & Fees		\$4,125.00	\$5,250.00	\$5,250.00	\$5,450.00
Seminars		\$8,000.00	\$8,000.00	\$4,555.63	\$11,920.23
Staff Training		\$500.00	\$2,000.00	\$0.00	\$200.00
IT (Telephone, Fax, Internet, etc.)		\$0.00	\$1,740.00	\$2,190.41	\$2,800.00
Internet - Eastlink		\$1,259.40	\$0.00	\$0.00	\$0.00
nGenuity		\$2,578.20	\$0.00	\$0.00	\$0.00
BitDefender		\$78.25	\$0.00	\$0.00	\$0.00
GoToMeeting		\$260.00	\$0.00	\$0.00	\$0.00
Newsletter - Constant Contact		\$156.00	\$0.00	\$0.00	\$0.00
Website Modernization		\$14,600.00	\$0.00	\$0.00	\$0.00
Website Annual Maintenance		\$699.00	-	-	-
Zone Meetings		\$500.00	\$2,500.00	\$0.00	\$0.00
TOTAL OTHER EXPENSES		<u>\$99,455.85</u>	<u>\$91,840.00</u>	<u>\$53,520.66</u>	<u>\$98,876.50</u>
TOTAL OFFICE ADMINISTRATION		<u>\$348,315.92</u>	<u>\$305,300.00</u>	<u>\$195,928.37</u>	<u>\$313,223.13</u>

COMMITTEES

Administrative Review Committee		\$150.00	\$150.00	\$0.00	\$0.00
Complaints Committee		\$5,000.00	\$150.00	\$966.24	\$0.00
Continuing Education Committee		\$150.00	\$150.00	\$0.00	\$0.00
Hearing (Discipline) Committee	(See note 1)	\$0.00	\$8,000.00	\$0.00	\$0.00
Governance Committee		\$150.00	\$150.00	\$0.00	\$0.00
Other Committees		\$150.00	\$150.00	\$0.00	\$0.00
Public Awareness Committee		\$5,000.00	\$5,000.00	\$0.00	\$1,000.00
Practice Review Committee		\$150.00	\$150.00	\$0.00	\$0.00

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Strategic Planning Committee		\$0.00	\$150.00	\$0.00	\$0.00
Environmental Committee		\$0.00	\$150.00	\$0.00	\$0.00
TOTAL COMMITTEES		<u>\$10,750.00</u>	<u>\$14,200.00</u>	<u>\$966.24</u>	<u>\$1,000.00</u>

GRANTS, LEVIES & AWARDS

CBEPS Levy	(See note 14)	\$6,897.30	\$5,600.00	\$7,884.11	\$6,855.75
PSC Levy	(See note 7)	\$31,623.00	\$34,113.00	\$0.00	\$34,113.00
PSC Directors' & Officers insurance Policy		\$1,600.00	\$0.00	\$0.00	\$0.00
ACLS GeoEd provider		\$200.00	\$0.00	\$0.00	\$0.00
COGS Awards	(See note 3)	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
TOTAL GRANTS, LEVIES & AWARDS		<u>\$42,820.30</u>	<u>\$42,213.00</u>	<u>\$10,384.11</u>	<u>\$40,968.75</u>

BOARDS OF EXAMINERS

Canadian Board (CBEPS)		\$0.00	\$0.00	\$0.00	\$0.00
Exams		-\$450.00	\$150.00	-\$450.00	-\$450.00
NS Board of Examiners		\$250.00	\$250.00	\$0.00	\$0.00
TOTAL BOARDS OF EXAMINERS		<u>-\$200.00</u>	<u>\$400.00</u>	<u>-\$450.00</u>	<u>\$0.00</u>

OFFICE ACCOMMODATION

Building Maintenance	(See note 10)	\$0.00	\$0.00	\$103.50	\$0.00
Cleaning		\$0.00	\$350.00	\$0.00	\$0.00
Insurance		\$2,217.00	\$1,200.00	\$2,645.80	\$2,645.80
Office Lease (Rent @ 800 Windmill)	(@\$2,072.67/month)	\$24,872.04	\$18,000.00	\$18,645.03	\$24,872.04
Taxes		\$0.00	\$0.00	\$0.00	\$0.00
Utilities		\$0.00	\$4,300.00	\$0.00	\$0.00
TOTAL OFFICE ACCOMMODATION		<u>\$27,089.04</u>	<u>\$23,850.00</u>	<u>\$21,394.33</u>	<u>\$27,517.84</u>

MISCELLANEOUS

Courier		\$100.00	\$200.00	\$355.73	\$0.00
Donation - Memorials		\$300.00	\$1,500.00	\$250.00	\$0.00
GANS	(see note 8)	\$75.00	\$0.00	\$75.00	\$75.00
Interest & Bank Charges		\$1,250.00	\$1,250.00	\$50.00	\$0.00
Other		\$0.00	\$0.00	\$0.00	\$0.00
Penalties & Interest		\$100.00	\$100.00	\$38.96	\$0.00

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Miscellaneous Expenses	\$250.00	\$1,000.00	\$200.00	\$0.00
Corrections	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL MISCELLANEOUS	<u>\$2,075.00</u>	<u>\$4,050.00</u>	<u>\$969.69</u>	<u>\$75.00</u>
TOTAL EXPENSES	\$430,850.26	\$390,013.00	\$229,192.74	\$382,784.72
<u>SURPLUS/(DEFICIT)</u>	<u>-\$0.26</u>	<u>-\$21,763.00</u>	<u>\$74,328.82</u>	<u>-\$27,854.52</u>

NOTES:

- 1 If a member is found guilty by the Discipline Committee, costs are as per sections 49 of the Regulations of September 10, 2013.
- 2 In addition to the budgeted convention revenue, \$50 of each member's dues is attributed toward the payment of convention expenses.
- 3 This is for four awards: to Survey Technician (STN) & Geomatics Engineering Technologist (GET) students at COGS via NSCC Foundation
- 4 Equipment & maintenance contracts for photocopier. Also includes office moving costs.
- 5 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; or for travel out-of-province with council's approval.
- 6 President's travel is for out-of-province travel of the President or their designate to attend meetings of other associations.
- 7 The budget for the PSC levy is based on \$250.00 (or yearly value from PSC) per active and practicing life member in 2021.
- 8 GANS dues for Executive Director.
- 10 Building maintenance is comprised of major expenses to repair and/or maintain the association office building.
- 11 Annual building depreciation. Not applicable anymore.
- 14 Fee paid bases on number of active members and candidate members to CBEPS.
- 15 The Assoc. currently match RRSP up to \$1500 per employee annually. No existing life insurance for ANSLs staff.

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