

Year 2006 Annual Meeting
of the
Directors
of the
Canadian Council of Land Surveyors /
Conseil Canadien des Arpenteurs-Géomètres

MAIN AGENDA

October 15th & 16th, 2006

The Old Orchard Inn, Wolfville, NS

SUNDAY OCTOBER 15TH, 2006

CONTINENTAL BREAKFAST IN SALON D

(8:00 A.M. – 8:30 A.M.) 30 MIN

Note 1: *Appendix A1 provides a list of participants and an explanation of the structure of the CCLS annual meeting and the role of the attendees. It is included for the information of all those either participating in, or observing this meeting.*

1. INTRODUCTION	(8:30 A.M. – 8:40 A.M.) 10 MIN	
1.1. Call to Order	Hol	
1.2. President's Welcome & Round Table Introductions	Hol	Appendix A1
1.3. Adoption of Agenda	Hol	Appendix A2

Note 2: *This agenda has been formatted to combine the traditional elements of CCLS annual meetings and incorporate a focus on the strategic planning process. Notes such as this one, have been added throughout the agenda in order to explain the structure, provide background information, and indicate specific decision points. A **MOTION** will be presented to adopt the agenda.*

2. MINUTES	(8:40 A.M. – 8:45 A.M.) 5 MIN	
2.1. Minutes of Previous Directors' Meeting	Hol	Appendix B1
2.2. Minutes of Executive Meetings	Hol	Appendix B2

Note 3: *As noted in the CCLS by-laws, decisions of the Executive Committee are subject to ratification of the Directors at the next regularly scheduled Board meeting. This function is carried out by the regular review and adoption of Executive minutes by the Directors. **MOTIONS** will be presented to approve the Directors minutes and adopt the Executive minutes.*

3. COMMITTEE REPORTS	(8:45 A.M. – 9:15 A.M.) 30 MIN	
3.1. Executive	Hol	Appendix C1
3.2. Executive Director	Cornett	Appendix C2
3.3. Business Seminars	Cornett	Appendix C3
3.4. Labour Mobility Monitoring Group	Cornett	Appendix C4
3.5. Distance Learning Steering Committee	French	Appendix C5

Note 4: *These are reports of standing and/or administrative committees, and as such are not part of the current Strategic Map. Written reports are included as appendices rather than presented in full. Updates will be presented and there will be an opportunity for questions. **MOTIONS** will be presented to receive reports. Other **MOTIONS** may be presented concerning specific actions or directions to committees or task forces.*

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| 4. COMMITTEE PRESENTATIONS | (9:15 A.M. – 10:15 A.M.) 60 MIN |
| 4.1. Professional Liability Insurance Committee | Webster Appendix C6 |
| 4.2. International Committee | Brubacher Appendix C7 |

Note 5: *The Chairs of these two major standing committees will be present at the meeting and will present reports and answer questions. Written reports are also included as appendices. MOTIONS will be presented to receive reports. Other MOTIONS may be presented concerning specific actions or directions to committees or task forces.*

REFRESHMENT BREAK (10:15 A.M. – 10:45 A.M.) 30 MIN

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| 5. CHAMPION REPORTS | (10:45 A.M. – 11:30 A.M.) 45 MIN |
| 5.1. Public Awareness | Craig/Leeman Appendix D1 |
| 5.2. Harmonization of Entry Standards | Pals/Johnson Appendix D2 |
| a Resolution #1 | |
| b Resolution #6 | |
| c Resolution #4 | Dobbin Appendix D3 |
| 5.3. Limitations Acts | Robinson Appendix D4 |
| 5.4. Communication (Web Forum, Assoc. Admin. Forum) | Cornett Appendix D5 |
| 5.5. Board of Examiners Coordinating Committee | Dobbin Appendix D6 |

Note 6: *This section of the agenda represents the reports and current initiatives that relate to the current Strategic Plan and Strategic Map. Any initiative in the Strategic Plan/Map has an assigned Champion. The role of a Champion is described in the CCLS Guide to Governance Policies and Processes. Written reports are included as appendices rather than presented in full. Updates will be presented there will be an opportunity for questions. MOTIONS will be presented to receive reports. Other MOTIONS may be presented concerning specific actions or directions to committees or task forces.*

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| 6. MEMBER ASSOCIATION REPORTS | (11:30 A.M. – 12:15 P.M.) 45 MIN |
| 6.1. Canada Lands | Robidoux Appendix E |
| 6.2. British Columbia | Johnson “ |
| 6.3. Alberta | Pals “ |
| 6.4. Saskatchewan | Craig “ |
| 6.5. Manitoba | Leeman “ |
| 6.6. Ontario | Church “ |
| 6.7. Quebec | O’Donnell “ |
| 6.8. New Brunswick | Robinson “ |
| 6.9. Nova Scotia | Pottier “ |
| 6.10. Prince Edward Island | French “ |
| 6.11. Newfoundland and Labrador | Hayes “ |

Note 7: *Each Director will provide a brief update and answer questions based on pre-circulated written reports only. The reports will describe of the recent issues/priorities of the Director’s home association. This is not intended as the forum to propose new issues for CCLS to consider, but to provide the opportunity to identify common issues which may lead to a referral to the Strategic Planning Committee. It also provides topics for networking and discussion outside of the formal CCLS meeting. A MOTION to receive the written reports will be presented.*

LUNCH BREAK IN BLOMIDON ROOM (12:15 P.M. – 1:15 P.M.) 60 MIN

7. STRATEGIC PLANNING SESSION (1:15 P.M. – 4:45 P.M.) 180 MIN

- PLUS BREAK**
Appendix F
- 7.1. Introduction Blais
 - 7.2. Review of Governance Policy and Processes
 - 7.3. General Review of State of the Profession
 - 7.4. Environmental Scan
 - Review of the economy
 - Review of social issues
 - Review of educational institutions
 - Review of member associations issues
 - Review of CIG\GIAC
 - Review of CCLS issues

REFRESHMENT BREAK (3:15 P.M. – 3:45 P.M.) 30 MIN

- 7.5. Review of Strategic Plan/Map
- 7.6. Discussion of the future direction of CCLS
- 7.7. Review of upcoming issues

Note 8: *Strategic Planning Committee Chair, Denis Blais, will lead a strategic planning session based on the work of the CCLS Strategic Planning Committee.*

8. WRAP-UP OF DAY 1 HOL (4:45 P.M. – 5:00 P.M.) 15 MIN

ADJOURN AT 5:00 P.M. UNTIL MONDAY OCTOBER 16TH, 2006 AT 8:30 A.M.

(CONTINENTAL BREAKFAST AT 8:00 A.M. SALON D))

**DINNER FOR PARTICIPANTS AND ACCOMPANYING PERSONS
IN THE FIRESIDE LOUNGE
6:30 P.M.**

SUNDAY OCTOBER 16TH, 2006**CONTINENTAL BREAKFAST IN SALON D****(8:00 A.M. – 8:30 A.M.) 30 MIN****RECONVENE MEETING (8:30 A.M.)****9. OBSERVER REPORTS/DISCUSSIONS (8:30 A.M. – 9:00 A.M.) 30 MIN**

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| 9.1. | National Society of Professional Surveyors | Dolan | Appendix G1 |
| 9.2. | Canadian Institute of Geomatics | Tarle | Appendix G2 |

Note 9: *In this section of the agenda, observers and guests from related organizations are given the opportunity to inform those present of the recent initiatives, activities, or priorities of their organization. Written reports have been requested for pre-circulated and there will be opportunity for an update and some questions and answers. MOTIONS to receive the written reports will be presented.*

10. STRATEGIC PLANNING SESSION (CONTINUED) (9:00 A.M. – 11:15 P.M.) 105 MIN**PLUS BREAK**

- 10.1. Recap of Strategic Discussions
- 10.2. Prioritization and Resourcing of Issues

Note 10: *Strategic Planning Committee Chair, Denis Blais, will continue the strategic planning session and the discussion will bring all of the information presented the previous day together in order to set priorities and allocate resources.*

REFRESHMENT BREAK (10:15 A.M. – 10:45 A.M.) 30 MIN**11. SECRETARY – TREASURER’S REPORT (11:15 A.M. – 12:00 P.M.) 45 MIN**

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| 11.1. | Secretary-Treasurer’s Report | Pottier | Appendix H1 |
| 11.2. | 2006 Current Financials w/ Budget Comparisons | Pottier | Appendix H2 |
| 11.3. | 2007 Budget Template | Pottier | Appendix H3 |

Note 11: *The Secretary – Treasurer, Ray Pottier, will circulate a report and current financial statements compared to budget. MOTIONS to receive these documents will be presented. A draft template for the 2007 budget, based on projections to year-end, will have been circulated prior to the meeting as a working document and updated during the meeting. Final budgeting will be completed at later Directors’ meetings prior to December 31, 2006.*

LUNCH BREAK IN BLOMIDON ROOM (12:00 P.M. – 1:00 P.M.) 60 MIN

12.EXPANDING ON ISSUES AND STRATEGIES (1:00 P.M. – 2:00 P.M.) 60 MIN

Note 12: *Specific issues that have been the subject of previous discussions will be selected for further detailed discussion and expanding of the strategies involved.*

13.OPEN FORUM (2:00 P.M. – 3:00 P.M.) 60 MIN

Note 13: *This section of the meeting will be unrecorded except for specific motions or action items arising from the discussions.*

REFRESHMENT BREAK (3:00 P.M. – 3:30 P.M.) 30 MIN

ANNUAL MEMBERS' MEETING

Note 14: *The previous note on the director/member representative in Appendix A1 makes reference to the distinct responsibilities of Board of Directors' meetings and an annual meeting of the Members. As a result of the structure of the CCLS defined in the by-laws, the Directors' meeting is adjourned and a short annual Members' meeting is called to order with specific agenda items.*

1. CALL TO ORDER (3:30 P.M.)

2. ADOPTION OF AGENDA (3:30 P.M. – 3:35 P.M.) 5 MIN

Note 15: A **MOTION** will be presented to adopt the agenda.

3. PREVIOUS MEMBERS' MINUTES APPENDIX I (3:35 P.M. – 3:40 P.M.) 5 MIN

Note 16: *The minutes of the previous annual members' meeting are circulated as Appendices I and a **MOTION** will be presented to adopt those minutes.*

4. NOMINATING COMMITTEE REPORT APPENDIX J (3:40 P.M. – 3:45 P.M.) 5 MIN

Note 17: *The Nominating Committee's report is circulated as Appendix J. A **MOTION** will be presented to adopt this report and confirm the President and Vice-President of the CCLS for the term beginning immediately and running until the next annual members' meeting.*

5. ADJOURNMENT (3:45 P.M.)

RECONVENE DIRECTORS' MEETING

Note 18: *As the Directors meeting is called to order with the newly constituted Board and Executive, certain administrative items are called for by the CCLS by-laws.*

14. CALL TO ORDER BY CHAIR (3:45 P.M.)**15. APPOINTMENT OF OFFICERS APPENDIX J CON'T (3:45 P.M. – 3:50 P.M.) 5 MIN**

Note 19: *The Nominating Committee's report is circulated as Appendix J. The report recommends individuals to be appointed as Secretary-Treasurer and Past President. A MOTION will be presented to ratify these appointments for a one-year term or until other appointments are made.*

16. APPOINTMENT OF ACCOUNTANTS (3:50 P.M. – 3:55 P.M.) 5 MIN

Note 20: *A MOTION will be presented to appoint an accountant to perform the review engagement report for the year-end 2005. The motion will specify that the Members agree to forgo the audit specified within the by-laws. If a unanimous agreement of members is achieved for this, a review engagement report is sufficient under the legislation governing corporations.*

17. WRAP-UP AND ADJOURNMENT (3:55 P.M. – 4:30 P.M.) 35 MIN

Note 21: *Each participant will be asked to provide comments on their impressions of the meetings and any suggestions for improvements. The President will make closing comments.*

THE END