



HANDBOOK

FOR CANDIDATES APPLYING TO BECOME

SASKATCHEWAN LAND SURVEYORS

PURSUANT TO THE LABOUR MOBILITY PROVISIONS

OF THE AGREEMENT ON INTERNAL TRADE

(Last Updated October 18, 2011)

I. General Information

Under the labour mobility provisions of the Agreement on Internal Trade, land surveyors licensed in one Canadian jurisdiction¹ must pass one jurisdictional examination lasting no longer than four hours in order to be eligible to be licensed in the other jurisdiction. The jurisdictional examination shall be available on demand.

II. Making Application

A Land Surveyor who wishes to be licensed as a Saskatchewan Land Surveyor must complete the [application form](#) and arrange to have their Association provide a “good standing letter” (see example at Appendix ‘A’) directly to the Saskatchewan Land Surveyors Association. Once the Saskatchewan Land Surveyors Association has received the appropriate fees, the application form and the “good standing” letter from their Association an applicant is eligible to write the jurisdictional examination. The Saskatchewan Land Surveyors Association will confirm the date, time and location to write the jurisdictional exam. The jurisdictional examination shall be offered within thirty calendar days of the Saskatchewan Land Surveyors Association receiving the application.

III. Writing the Jurisdictional Examination

Candidates will be examined on their knowledge and comprehension of the Saskatchewan legal systems and statute law as it applies to surveying in Saskatchewan. These are detailed in **Section VI. Syllabus**. The jurisdictional examination will include practical questions on survey requirements, legalities, problems, and possibilities likely to be encountered in surveys of land in Saskatchewan including, but not limited to, wellsite and public land disposition surveys, wellsites in surveyed territory, condominium surveys, urban and rural subdivision surveys, pipeline and right-of-way surveys, and real property reports. Particular emphasis will be placed on the evaluation of survey evidence as it relates to the practice of land surveying in Saskatchewan.

The Jurisdictional Examination is a closed-book exam and shall last no longer than four hours.

The fee to write the Jurisdictional Examination is \$250 plus GST and must be received by the SLSA office before an exam sitting will be scheduled. The fee **will not be refunded** if, within 21 calendar days of the sitting, the applicant cancels their attendance at the sitting or reschedules their sitting for a later date. However, exceptions may be made on compassionate grounds.

¹ Special provisions apply for Canada Lands Surveyors who have held their commissions for less than five years. These special provisions will remain in effect until enhanced requirements agreed to by the ACLS in consultation with the Alberta Land Surveyors Association and the Association of B C Land surveyors are fully in effect. For further details, see Appendix ‘B’

Persons wishing to write their Labour Mobility Examination must apply to:

**The Registrar
Saskatchewan Land Surveyors Association
408 Broad Street, #230
Regina, Saskatchewan S4R 1X3**

IV. Examination Results:

Candidates must obtain a mark of 70% or higher in order to pass the Jurisdictional Examination.

V. Appeals Process

- 1) Matters of jurisdictional examination are defined as follows:
 - a) Those involving a professional judgment with respect to the contents of examination paper,
 - b) Those pertaining to administrative decisions and the application of regulations governing the jurisdictional examination process.
- 2) Candidates may appeal the results of professional examinations providing:
 - a) Applications are made in writing to the Registrar;
 - b) Applications are made within three weeks of receiving the mark;
 - c) Applications are accompanied by the fees as prescribed in the bylaws;
 - d) The applications specifically indicate the nature of the complaint by the applicant as to the accuracy or fairness of the examination.
- 3) Rereads shall be done by the original examiner or by such other person as may be appointed by the Board.
- 4) If unsatisfied with a ruling of the Board, the Candidate may request Council to investigate the matter providing a request is made:
 - a) In writing to Council;
 - b) Within thirty days of receiving the decision of the Board.
- 5) All copies of marked final examination paper, together with the examiner's tally sheets:
 - a) Shall be retained by the Registrar for at least three months after the expiry of the appeals period following the official examination period;
 - b) Shall not be made available to the applicant.
- 6) The Board shall respond to any appeal within 30 days of receipt of the appeal by the Registrar.

VI. Syllabus (Note: Reference titles that appear in blue have Internet links to the documents.)

- 1) All of the [Land Surveys Act 2000](#) - Chapter L-4.1.
- 2) All regulations authorized under the Land Surveys Act 2000, including:
 - a) The [Land Surveys Regulations](#) (Chapter L-4.1 Reg 1)
 - b) [Manual of Instructions for the Guidance of Surveyors \(April 1999\)](#)
 - c) [Surveys Outside the Provincial Survey System](#) (January 22, 2008).
- 3) The [Mineral Disposition Regulations, 1986](#) - Sask Regulations 30/86 (revised to 2005)
 - Part II Subsection 6(2) and Section 8;
 - Part III Sections 20, 21 and 25;
 - Part IV Sections 30 and 32 and Subsection 41(2);
 - Part V Subsections 49 (3) and 60 (2).
- 4) [Instructions for the Survey of Permit and Claim Block Mineral Dispositions.](#)
- 5) The [Manual of Instructions for the Survey of Dominion Lands](#) – Edition 9, (This Link Requires DJVU browser plug-in from [LizardTech](#))
 - Chapters two to six, inclusive.
- 6) [Manuals of Instructions for the Survey of Dominion Lands](#) - Editions 1 to 10 inclusive with supplements (This Link Requires DJVU browser plug-in from [LizardTech](#)).
 - Methods for re-establishing missing monuments from previous Plans of Survey and original field notes, resolving conflicting measurements, weighing the accuracy of older surveys.
- 7) [Bulletin 38](#) - E. Deville, Printer to the King's Most Excellent Majesty, OTTAWA, 1917
- 8) [Sources of Evidence For Surveys In Saskatchewan](#)
- 9) The [Land Surveyors and Professional Surveyors Act](#) - Chapter L-3.1, 1995 (amended to 2007).
- 10) The [Bylaws of the SLSA](#) - June 12, 2009.
- 11) The [Highways and Transportation Act, 1997](#) - Chapter H-3.01 (amended to 2008).
 - Section 2 to 4 inclusive, Sections 14 to 16 inclusive, Section 32 and Schedule 'A' (Sections 1 and 6).
- 12) The [Planning and Development Act, 2007](#) - Chapter P-13.2
 - Sections 2, 16 - 46, 49, 52, 120 – 205, 228 – 232, 245.
- 13) The [Subdivision Regulations](#) - Chapter P-13.1 Reg 1, (revised to 2005).
- 14) The [Dedicated Lands Regulations, 2009](#) - Chapter P-13.1 Reg 3, (effective May 13, 2009).
- 15) The [Municipal Refuse Management Regulations](#) - Chapter E-10. 2 Reg 4; 1986
 - Sections 1, 2 & 6.

16) Public Health Regulations

When preparing a plan of proposed subdivision and setting out proposed boundaries relative to sewage works, the candidate is expected to know sewage disposal types, restrictions and responsible authorities. The following pages are from a booklet produced by Saskatchewan Health entitled "[Saskatchewan Onsite Wastewater Disposal Guide](#)" which is based largely on The Plumbing and Drainage Regulations - 1996 and The Shoreland Pollution Control Regulations - 1976

- Sections 1.0, 2.0, 3.0, 4.0, 5.0, 5.1, 6.0, 6.1, 7.0, 7.1, 7.2, 7.4, 8.0, 8.1, 8.2, 8.4, 8.4.1, 8.4.2, 9.0, 9.1, 9.1.1, 9.1.2, 9.2, 9.2.1, 9.2.2, 10.0, 10.1, 10.2, 10.4, 10.4.2, 11.0, 11.2, Appendix 20.

17) [A Guide to Municipal Dedicated Lands, 1991](#)

- Pages 1 to 12 and pages A1 of Appendix A and Figure E of Appendix E, and Figure F of Appendix F.

18) The [Municipal Expropriation Act](#) - Chapter M-27, 1978 (revised to 2007)

- Sections 1, 2, 3, 4, 14, 15, 16, 17, 18 & 22.

19) The [Expropriation Act](#) - Chapter E-15, 1978 (revised to 2000)

- Sections 1, 2, 3, 4, 5, 7, 8, 13, 14, 15, 27 & 28

20) The [Expropriation Procedure Act](#) - Chapter E-16 (revised to 2004).

21) The [Oil and Gas Conservation Regulations, 1985](#) - Chapter O-2 Reg. 1 (revised to 2007)

- Sections 2, 8, 10, 19, 27, 27.1, 30.3 & 31.

22) The [Pipe Lines Act, 1998](#) - Chapter P-12.1 (revised to 2009)

- Sections 1, 2, 3, 4, 5, 6, 7, 8 & 25.

23) The [Pipelines Regulations, 2000](#) - Chapter P-12.1 Reg. 1

- Those regulations which may pertain to a Land Surveyor's responsibilities (i.e. a highway crossing, plan processing, etc.)

24) The [Land Titles Act, 2000](#) - Chapter L-5.1 (revised to 2007)

- Sections 1 - 7, 9 - 14, 18 - 21, 23 - 31, 33, 41 - 49, 52 - 54, 69, 70, 75 - 83, 85 (l & m), 97, 98, 101, 102, 103, 106, 117, 120, 123, 138, 147, 148, 149, 153, 158, 159, 192 - 195, 198;
- The [Land Titles Amendment Act, 2009](#).

25) The [Land Titles Regulations, 2001](#) - Chapter L-5.1 Reg. 1 (revised to 2009)

- Sections 1, 2, 3, 6, 8 - 24, 27- 38, 51 - 60, 88 - 96, 113.

26) The [Irrigation Act, 1996](#) - Chapter I-14.1 (revised to 2008)

- Sections 1, 2, 3, 12 & 13.

27) The [Saskatchewan Water Corporation Act](#) - Chapter S-35.01 (revised to 2005)

- Sections 2, 3, 5, 6, 7, 22.

- 28) The [Cemeteries Regulations, 2001](#) - Chapter C-4.0 Reg. 1
- Sections 1 to 9.
- 29) The [Condominium Property Act, 1993](#) - Chapter C-26.1 (revised to 2007)
- Sections 1 to 20, 25, 70 – 74, 87, 108, 112.
- 30) The [Condominium Property Regulations, 2001](#) - Chapter C-26.1 Reg. 2 (revised to 2007)
- Sections 1- 8, 12 - 15, 38 – 39.1 & 64;
 - The [Condominium Property Amendment Act, 2009](#).
- 31) Geomatics Policies from the Information Services Corporation (ISC) web site at *:
www.isc.ca/ISCForms/SurveyPlans/Pages/PoliciesandGuidelines.aspx
- 32) Plan Processing documentation from the Information Services Corporation (ISC) web site at *:
www.isc.ca/ISCForms/SurveyPlans/Pages/SurveyorSupportToolsandChecklists.aspx
- 33) Knowledge of the Plan Titling process at Information Services Corporation (ISC) including:
- a) The registration process for transforms from the Information Services Corporation (ISC) web site at *:
www.isc.ca/SignedInHome/Help/Land/RegistrationServices/Transforms/Pages/default.aspx
 - b) The registration process for Condominiums from the Information Services Corporation (ISC) web site at *:
www.isc.ca/SignedInHome/Help/Land/RegistrationServices/Condominiums/Pages/default.aspx
 - c) Parcel Ties information from the Information Services Corporation (ISC) web site at *:
www.isc.ca/SignedInHome/Help/Land/Pages/ParcelTies.aspx

* Note: In order to minimize the risk of links being broken as documents are updated, some of the links to ISC documents take you to ISC web pages on which the links can be found.

(Appendix A)

Canadian Council of Land Surveyors Certificate of Conduct

Definitions

“Home Association” – the association or associations, in which a land surveyor is currently registered, licensed or commissioned or has previously been registered, licensed or commissioned;

“Host Association” – the association to which a land surveyor is applying for a license or commission.

This Certificate of Conduct is to be completed by the Registrar, or designate, of the Home Association on behalf of a land surveyor, who has applied to be a land surveyor in a Host Association through the Agreement on Internal Trade.

Home Association:

Host Association:

Applicant Full Name:

Commission/License #: Date of Issuance:

Current Status or Standing:

Are there any outstanding complaints or disciplinary proceedings that relate to the competence or conduct of this applicant: (Article 706(4) (a)):

Does this applicant have any restrictions or conditions of practice imposed on them in the Home Association:

Name of Individual Completing this Form:

Title of Individual Completing this Form:

(Appendix B)

The following plan has been agreed to by the ACLS, ALSA and ABCLS, and has been adopted by the SLSA

Transition Plan (Draft – Version 2) The following table represents a transition plan for Canada Lands Surveyors (CLS) applying for labour mobility with the Provincial Associations of BC and Alberta. This transition plan was agreed to between the representatives of the Alberta Land Surveyors' Association (ALSA), the Association of BC Land Surveyors (ABCLS) and the Association of Canada Lands Surveyors (ACLS) at a joint meeting held on March 27, 2009. This transition plan could be adopted by all provincial land surveying associations if deemed appropriate by that Association.

Canada Lands Surveyor (CLS)	Provincial Requirements	Duration
CLS holding a licence for more than 5 Years.	Sit the Jurisdictional Exam for each Provincial Association	Effective Immediately
CLS holding a licence for 2 to 5 Years	Sit the Jurisdictional Exam and the Professional Assessment Interview/Oral Qualifying Exam	Effective Immediately and continue until conditions agreed upon have been in place for a minimum of 6 months to allow for any overlaps
CLS holding a licence for less than 2 Years	Sit the exams as laid out in the CCLS Mutual Recognition Agreement as approved in 2001	Effective Immediately and continue until conditions agreed upon have been in place for a minimum of 6 months to allow for any overlaps