

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT
INFORMATION NOTE**

Date: October 24, 2018

File: 280-20

CLIFF: 242646

PREPARED FOR: Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development

ISSUE: Meeting with Board Chair and Chief Executive Officer of the Land Title and Survey Authority

BACKGROUND:

The Land Title and Survey Authority (LTSA) was established as an independent authority to manage the province's land title and survey systems. While independent from government, the LTSA operates under the *Land Title and Survey Authority Act* and must meet the obligations established by a 60-year operating agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). See attachment 1, which shows the current structure and organization.

The LTSA and FLNRORD executive hold regular semi-annual meetings to discuss matters of mutual interest. Additional meetings, such as the current meeting, are scheduled as required. For the upcoming October 30, 2018 meeting, LTSA attendees will be Janice Comeau, Board Chair and provincial nominee, Connie Fair, Chief Executive Officer, and Leslie Hildebrandt, Vice President, Regulatory and Corporate Affairs.

DISCUSSION:

The meeting agenda (see attachment 2) as proposed by the LTSA covers five items as outlined below:

Bill 37 – *Land Statutes Amendment Act, 2018*

FLNRORD worked collaboratively with the LTSA to develop the required policy and legislation to fully implement a streamlined electronic filing system. Legislative changes passed third reading as part of the *Land Statutes Amendment Act, 2018* on October 15, 2018.

Update on *Land Ownership Transparency Act* and Condo and Strata Assignment Integrity Registry

The LTSA and FLNRORD have worked with Ministry of Finance (FIN) staff to support the development of the *Land Ownership Transparency Act* (LOTA), which will establish a registry of beneficial ownership of land. The draft legislation establishes new roles and responsibilities for the LTSA, which will require expansion of the LTSA's mandate, and new funding for the agency's LOTA-related capital and operating expenditures (FIN responsibility).

The LTSA has also worked with FIN in support of the Condo and Strata Assignment Integrity Registry (CSAIR). CSAIR will require registration of assignments of condo and strata pre-sales agreements in a registry operated by the LTSA. FIN is responsible for funding of the registry's capital and operating costs.

Intervention in Keatley Decision Appeal to the Supreme Court of Canada

The LTSA will discuss a recent Ontario court case that considered whether land surveyors hold copyright in the survey plans they prepare and file in the land title system. s.14

s.14

Kamloops Office Lease Renewal/Custody of Land Title Office Vault Materials

Connie Fair will discuss the LTSA's plans for the upcoming lease renewal for its Kamloops Land Title Office s.13

and the future of its records currently stored at this location (pre-1990 documents and plans that are not available on-line).

Board Renewal and Upcoming Vacancies for Provincially Nominated Directors

On March 31, 2019, the term of one of the Province's nominated representatives on the LTSA Board of Directors will expire. Once approved by the Minister, the Province will submit a list of three to five names to the LTSA's Board of Directors, for their selection of a candidate.

MINISTRY RESPONSE:

- I value the important role the LTSA plays in operating and maintaining the integrity of BC's land title and survey systems.
- While the ministry is ultimately responsible for the strategic policy and legislation that enables the operation of the province's land title and survey systems, the ministry relies heavily on the LTSA's expertise to shape policy and responses to emerging issues.
- This ongoing mutual collaboration between the ministry and the LTSA serves to realize shared interests, to reinforce confidence in the LTSA as the steward of BC's land title and survey system and the province's role in establishing a strategic direction.
- Staff are developing a list of candidates for the Minister to recommend for nomination to the LTSA's Board of Director to address the expiry of a provincial representative.
- I know that it is not on the agenda because of timing, but I understand you have recently purchased Autoprop Software Ltd. I applaud your desire to increase your business efficiencies through this purchase, and also understand that you are having conversations with staff on how it could relate to the core business of LTSA and our joint Operating Agreement. I look forward to hearing what they learn.

Attachments (2):

1. LTSA Organizational Charts
2. Agenda - October 30, 2018 LTSA & FLNRORD Meeting

Contact:

Dave Peterson, ADM
Rural Development, Lands and Innovation Division
Phone: 250-387-1057

Alternate Contact:

Michelle Porter, Director
Lands Branch
Phone: 250-387-1832

Prepared by:

Kelly Vijandre, Senior Policy Advisor
Lands Branch
Phone: 250-387-3208

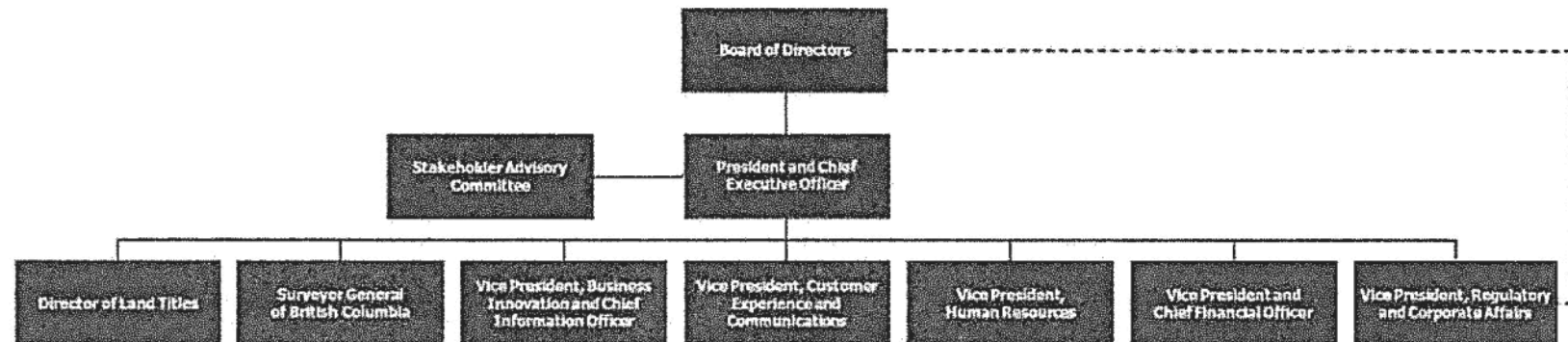
Reviewed by	Initials	Date
DM	JA	Oct 29, 2018
DMO	BL	Oct 26, 2018
ADM		
ED	DW	Oct 26, 2018

Appendix 4, Land Title and Survey Authority Organization Chart (March 2015)



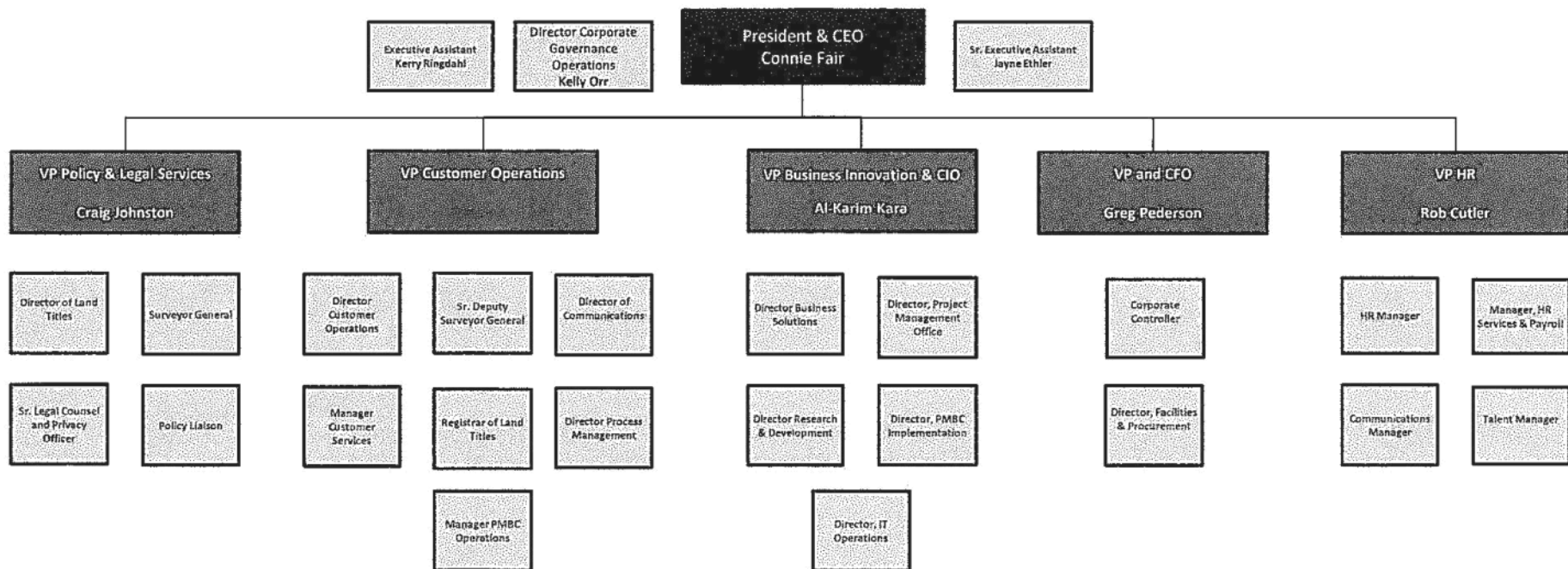
**Land Title and Survey Authority
of British Columbia**

March 17, 2015



Executive Team and Overview of Functions

Effective January 1, 2019



innovation. | integrity. | trust.





**Land Title and Survey Authority (LTSA) and
Ministry of Forests, Lands, Natural Resource Operations
and Rural Development (MFLNRORD)**

**Tuesday, October 30, 2018 – 3:30 to 4:15 pm
Minister's Office, Room 248 Legislative Buildings
AGENDA**

1. Bill 37 (*thank you for support and brief description of what will change at LTSA as a result*)
2. Work with Ministry of Finance and brief update on status of CSAIR and LOTA
3. Keatley Decision and Application for Intervention
4. Kamloops Office Lease Renewal/Vault Materials
5. Board Renewal and Upcoming Vacancies for Provincially Nominated Directors

Attendees

Minister's Office, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

- Honourable Doug Donaldson, Minister
- Tim Renneberg, Ministerial Assistant
- Duncan Williams, Rural Development, Lands and Innovation Division

Land Title and Survey Authority of British Columbia

- Janice Comeau, Chair, LTSA Board of Directors
- Connie Fair, President and CEO
- Leslie Hildebrandt, Vice President, Regulatory and Corporate Affairs

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT
INFORMATION NOTE**

Date: September 26, 2018
File: 280-20
CLIFF: 242688

PREPARED FOR: John Allan, Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

ISSUE: Meeting with the Land Title and Survey Authority

BACKGROUND:

The Land Title and Survey Authority (LTSA) was established in 2005 by the Province under the *Land Title and Survey Authority Act* as an independent authority to manage, operate and maintain the province's land title and survey systems. While independent from government, the LTSA must operate within the *Land Title and Survey Authority Act* and meet the obligations and service level targets established in a 60-year operating agreement with the Province. The Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) is responsible for government relations with the LTSA, the legislation it operates under and overseeing the Operating Agreement.

The LTSA is governed by an 11-member Board of Directors selected from nominees provided by eight statutorily defined stakeholder entities, including the Province. As required by their bylaws, the LTSA Board maintains a Stakeholder Advisory Committee (SAC), of which the Province is a member. The SAC provides the Chief Executive Officer of the LTSA with advice relating to the authority's mandate.

LTSA and FLNRORD executive have regular semi-annual meetings to discuss matters of mutual interest and to stay informed of each other's current initiatives and priorities. Other meetings outside of the semi-annual meeting schedule, such as this one, are scheduled as required. Expected to attend the upcoming meeting with the Deputy Minister is Ms. Connie Fair, President and CEO of the LTSA.

DISCUSSION:

At the time of writing, FLNRORD has not received a meeting agenda from the LTSA. It is anticipated that Ms. Fair will provide the Deputy Minister with a high level overview of the LTSA and its function, and discuss some key current priorities and initiatives of the organization including Project ACE, legislative reform, and expanded services.

Project ACE is an initiative that aims to improve efficiency and consistency of services and to improve the LTSA's electronic relationship with its customers. Several improvements to the electronic filing system are underway to realize these goals. Legislative changes are required to fully implement a streamlined electronic filing system and FLNRORD has worked collaboratively with the LTSA to develop the required policy and legislation. Amendments to the *Land Title Act* to enable streamlined electronic filing, as well as other streamlining and modernization changes were recently approved by the Legislative Review Committee and are expected to be introduced in the Legislature in Fall 2018.

The LTSA and FLNRORD have also worked with Ministry of Finance staff to support the development of a new statute, the *Land Ownership Transparency Act* (LOTA) which would develop a registry of beneficial ownership of land. The draft legislation introduces new roles and responsibilities for the LTSA which has raised a few issues including the need to expand the LTSA's mandate, as well as funding for LTSA's LOTA-related capital and operating expenditures.

Traditionally, the LTSA's core service to government has been as the custodian of the province's land title and survey systems, as well as the preparation and issuance of Crown land grants. Over time, the LTSA's services to government have expanded to include support for the provincial taxation system and property assessment. Other new services to government, including the development and operation of the new beneficial ownership registry, will need to be discussed among government ministries and agencies that benefit from those services, and may require changes to the LTSA's enabling legislation, as well as the operating agreement.

Finally, Ms. Fair may wish to discuss with the Deputy Minister two current business changes within the LTSA. First, a re-organization of staff and executive and the resulting effects on services that the LTSA provides to government. Second, the March 31, 2019 expiry of a Province of BC nominated representative on the LTSA Board of Directors and the Minister's recommendations in the upcoming nomination process.

MINISTRY RESPONSE:

- FLNRORD values the important role the LTSA plays in operating and maintaining the integrity of BC's land title and survey systems.
- While FLNRORD is ultimately responsible for the strategic policy and legislation that enables the operation of the province's land title and survey systems, the ministry relies heavily on the LTSA's expertise to shape policy and responses to emerging issues.
- This ongoing mutual collaboration between FLNRORD and the LTSA serves to realize shared interests and to reinforce confidence in the LTSA as the steward of BC's land title and survey system, as well as the province's role in establishing a strategic direction.
- Going forward, we ask for the LTSA's continued support and collaboration with the ongoing development of strategic policy and legislative reforms that are responsive to stakeholder needs and will serve to strengthen the province's land title and survey systems.
- We also ask for the LTSA's support and continued collaboration with FLNRORD in discussions related to expanded service delivery that may affect the legislation and Operating Agreement for which FLNRORD is responsible.

Contact:

*Dave Peterson, ADM
Rural Development, Lands and Innovation Division
Phone: 250-387-1057*

Alternate Contact:

*Michelle Porter, Director
Lands Branch
Phone: 250-387-1832*

Prepared by:

*Kelly Vijandre, Senior Policy Advisor
Lands Branch
Phone: 250-387-3208*

Reviewed by	Initials	Date
DM		
Associate DM		
DMO		
ADM		
PRGM Dir./Mgr.		

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT
INFORMATION NOTE**

Date: November 28, 2018

PREPARED FOR: John Allan, Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

ISSUE: Land and Title Survey Authority - Board Director Nominations

BACKGROUND:

The Land Title and Survey Authority of BC (LTSA) is an independent regulatory authority that manages and maintains the land title and survey systems of BC under the *Land Title and Survey Authority Act*. The Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) nominates two directors to the LTSA. One director's term expires in April 2019.

The LTSA has requested three to five nominations from the Minister to fill the director vacancy by December 31, 2018. LTSA makes the final appointment decision for the new director.

DISCUSSION:

The Crown Agencies and Board Resourcing Office (CABRO) worked directly with the LTSA on recruitment for this vacancy. FLNRORD staff provided recommendations to CABRO on the candidates from online recruitment; however, CABRO indicated that other candidates under consideration would not be shared with ministry staff. Bios for staff and CABRO recommendations are attached (attachment 1 and 2).

CABRO brought these recommendations forward to the Minister's office, along with their own during a recent briefing. As a result, three candidates were identified for recommendation to the LTSA. Of the three candidates, s.22 was recommended by the ministry. The other two candidates were not provided to ministry staff for review.

CABRO advises that Minister Donaldson's nominations for the LTSA board director include:

- s.22
-
- Rob Simmons

NEXT STEPS:

- Ministry staff are preparing materials to support a letter from Minister Donaldson to the LTSA advising of the three approved nominees from government.
- The LTSA Board selection process commences immediately following the receipt of nominations and will result in a Director's term which takes effect as of April 1, 2019.

Contact:*ED: Rose Ellis**Div: Corporate Initiatives**Phone: 250 387-9707***Alternate Contact:***Name: Kate Hughes**Branch: Strategic Initiatives**Phone: 250-356-7278***Prepared by:***Name: Ann Eastman**Branch: Strategic Initiatives**Phone: 250 356-6214*

Reviewed by	Initials	Date
DM		
Associate DM		
DMO		
ADM		
PRGM Dir./Mgr.		

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT**

(Attachment 1)

From the eligible candidates provided to FLNRORD staff, the following are the recommendations to the Minister for nomination to LTSA, in order of preference

s.22

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT**

(Attachment 2)

The following biographies are the LTSA nominees approved by the Minister in no order of preference.

s.22

Rob Simmons:

Rob Simmons has worked in the animation industry for over 15 years, active in labour and government relations, marketing and industry-wide collaborations. He was the Chief Financial Officer and General Manager for Studio B Productions Inc. from 1999 to 2008, then Head of Finance for Insight Film Studios. He became the Vice President Finance and Business Affairs and Partner Atomic Cartoons in 2010, responsible for corporate strategy, finances, and roles in business development and operational support. He executed multiple international co-productions and guided the company sale to Thunderbird Entertainment. Rob was a board member for the Motion Pictures Production Industry Association of BC. Elected as co-chair of the BC Chapter of the Canadian Media Production Association, he serves as chair since 2016. Rob has a Bachelor of Science in Engineering from Queen's University and a Master of Business Administration from the University of British Columbia.

BRIEFING NOTE FOR DECISION

DATE: January 22, 2019

PREPARED FOR: John Allan, Deputy Minister of Forests, Lands, Natural Resource Operations and Rural Development

ISSUE: Land Title and Survey Authority's request for an extension in providing notice to the Province of annual fee increases

RECOMMENDED OPTION:

Approve the Land Title and Survey Authority's request for an extension

BACKGROUND:

- BC's Land Title and Survey Authority (LTSA) operates in compliance with an operating agreement with the Province.
- Pursuant to article 5.04 of the operating agreement, the LTSA is required to provide the Province with written notice by February 1, 2019 of any change in fees.
- Changes in fees arise from either adjustments to reflect changes in the consumer price index (CPI) or recommendations of the fee commissioner.

DISCUSSION:

Connie Fair, LTSA President and Chief Executive Officer, has submitted a letter to the Deputy Minister requesting an extension of the February 1, 2019 deadline by three and one-half weeks to February 27, 2019 (see attachment). This delay is to allow any fee changes to be discussed at the LTSA Board meeting in February.

The LTSA has requested formal approval of the extension by way of the Deputy Minister's signature on the letter, which is to be returned to the LTSA prior to January 31, 2019. This formal request is in keeping with the requirements of article 14.17 of the operating agreement, which requires any waiver of compliance to be documented.

Trish Dohan, Assistant Deputy Minister and Executive Financial Officer, has reviewed the request and has no concerns with granting the extension.

OPTIONS:

OPTION 1: Approve the Land Title and Survey Authority's request for an extension

Implications:

- There are no risks or significant implications
- Similar requests have been approved on past occasions

OPTION 2: Do not approve the LTSA's requested extension

Implications:

- May cause unnecessary challenges for the LTSA and LTSA Board



RECOMMENDATION: OPTION 1

Approved / Not Approved

Signature

Date

John Allan, Deputy Minister of Forests,
Lands, Natural Resource Operations and
Rural Development

NEXT STEP:

- If the recommended option is approved, the attached letter can be signed and returned to the LTSA.

Attachment: LTSA Fee extension request Jan 2019

PREPARED BY:

Kelly Vijandre
Senior Policy Advisor
Lands Branch
(778) 974-5848

REVIEWED BY:

	Initials	Date
DM		
Associate DM		
DMO		
ADM		
Program Dir/Mgr.	DW	Jan 22, 2019



Our File: 910-01

January 21, 2019

Mr. John Allan
Deputy Minister
Ministry of Forests, Lands and Natural Resource Operations and Rural Development
780 Blanshard Street
Victoria BC V8W 2H1

Dear Mr. Allan:

I write in respect of the notice provided for under section 5.04 of the Operating Agreement, restated and dated for reference June 15, 2015 (the "Agreement"), between the Province and the Land Title and Survey Authority of British Columbia ("LTSA"), respecting consideration of any annual fee increase to the LTSA fees. The LTSA may be delayed in providing this notice by the stated due date of February 1 and seeks your concurrence to extend the date by which the notice must be given, by three and one-half weeks, to February 27, 2019, to allow for the LTSA Board to discuss the issue at their February 2019 meetings. Waiver of strict compliance with the provisions of the Operating Agreement is provided for in section 14.17 of the Agreement and must be in writing.

Accordingly, please indicate your agreement to the above by signing a copy of this letter in the space provided below and deliver the signed letter to me before January 31, 2019.


Sincerely yours,

A handwritten signature in cursive script, appearing to read "Connie Fair".

Connie Fair
President and Chief Executive Officer

pc: Mr. Dave Peterson, Assistant Deputy Minister, Tenures, Competitiveness & Innovation Div.
Ministry of Forests, Lands and Natural Resource Operations and Rural Development
bpc: Mr. Greg Pedersen, Vice President and Chief Financial Officer, LTSA
Mr. Craig Johnston, Vice President, Policy and Legal Services, LTSA

I hereby agree to the above extension on behalf of the Province of British Columbia.

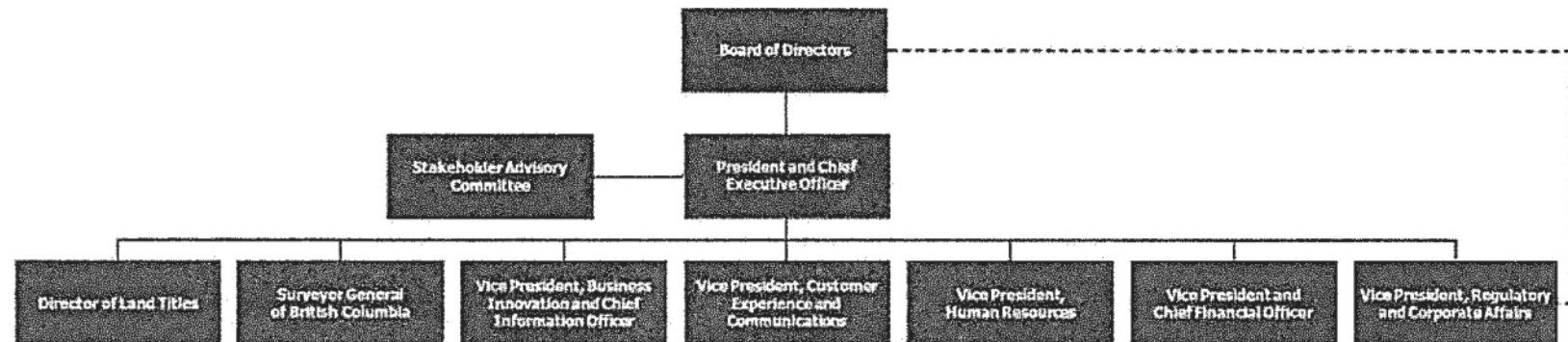
Signature: 
Name: John Allan
Title: Deputy Minister

Appendix 4, Land Title and Survey Authority Organization Chart (March 2015)



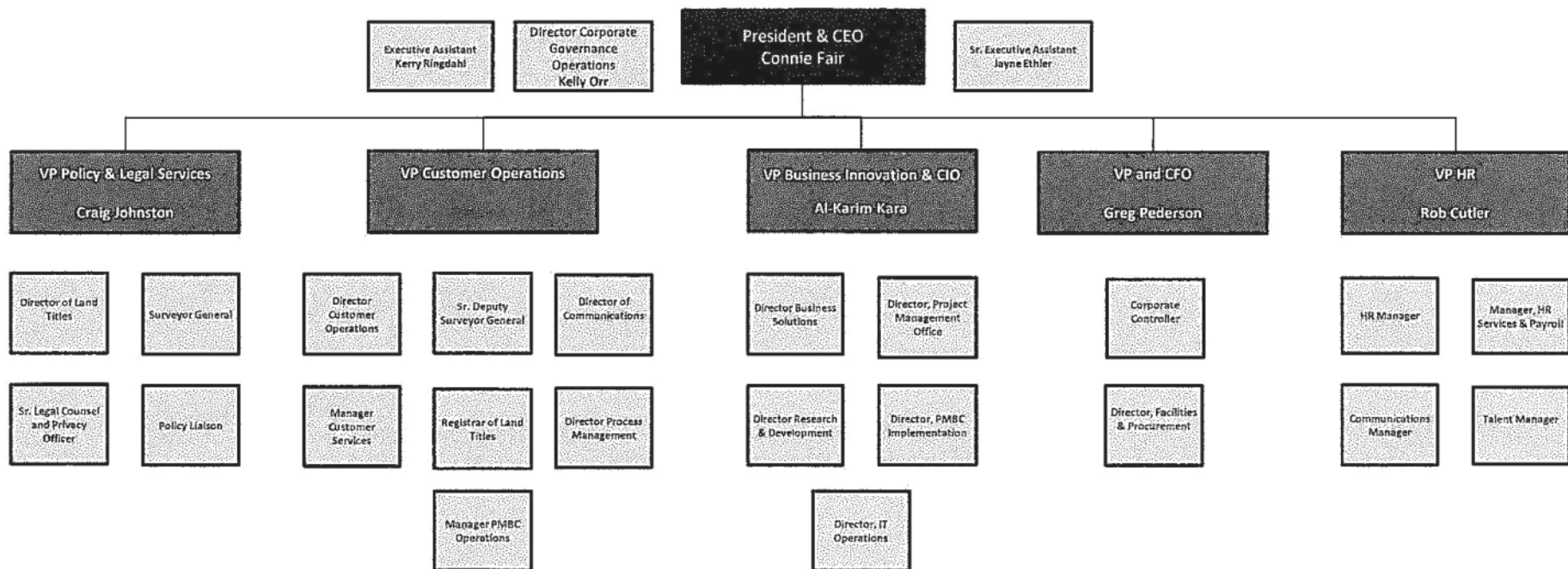
**Land Title and Survey Authority
of British Columbia**

March 17, 2015



Executive Team and Overview of Functions

Effective January 1, 2019



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Ministry of Forests, Lands, Natural Resource Operations
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**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT
INFORMATION NOTE**

Date: October 24, 2018

File: 280-20

CLIFF: 242646

PREPARED FOR: Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development

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MINISTRY RESPONSE:

- I value the important role the LTSA plays in operating and maintaining the integrity of BC's land title and survey systems.
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2. Agenda - October 30, 2018 LTSA & FLNRORD Meeting

Contact:

*Dave Peterson, ADM
Rural Development, Lands and Innovation Division
Phone: 250-387-1057*

Alternate Contact:

*Michelle Porter, Director
Lands Branch
Phone: 250-387-1832*

Prepared by:

*Kelly Vijandre, Senior Policy Advisor
Lands Branch
Phone: 250-387-3208*

Reviewed by	Initials	Date
DM	JA	Oct 29, 2018
DMO	BL	Oct 26, 2018
ADM		
ED	DW	Oct 26, 2018

BRIEFING NOTE FOR DECISION

DATE: January 22, 2019

PREPARED FOR: John Allan, Deputy Minister of Forests, Lands, Natural Resource Operations and Rural Development

ISSUE: Land Title and Survey Authority's request for an extension in providing notice to the Province of annual fee increases

RECOMMENDED OPTION:

Approve the Land Title and Survey Authority's request for an extension

BACKGROUND:

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DISCUSSION:

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Trish Dohan, Assistant Deputy Minister and Executive Financial Officer, has reviewed the request and has no concerns with granting the extension.

OPTIONS:

OPTION 1: Approve the Land Title and Survey Authority's request for an extension

Implications:

- There are no risks or significant implications
- Similar requests have been approved on past occasions

OPTION 2: Do not approve the LTSA's requested extension

Implications:

- May cause unnecessary challenges for the LTSA and LTSA Board



RECOMMENDATION: OPTION 1

Approved / Not Approved

Signature

Date

John Allan, Deputy Minister of Forests,
Lands, Natural Resource Operations and
Rural Development

NEXT STEP:

- If the recommended option is approved, the attached letter can be signed and returned to the LTSA.

Attachment: LTSA Fee extension request Jan 2019

PREPARED BY:

Kelly Vijandre
Senior Policy Advisor
Lands Branch
(778) 974-5848

REVIEWED BY:

	Initials	Date
DM		
Associate DM		
DMO		
ADM		
Program Dir/Mgr.	DW	Jan 22, 2019



OFFICE OF THE
DEPUTY MINISTER
JAN 22 2019
MINISTRY OF
NATURAL RESOURCE OPERATIONS

Our File: 910-01

January 21, 2019

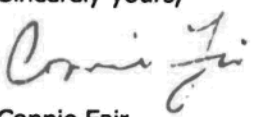
Mr. John Allan
Deputy Minister
Ministry of Forests, Lands and Natural Resource Operations and Rural Development
780 Blanshard Street
Victoria BC V8W 2H1

Dear Mr. Allan:

I write in respect of the notice provided for under section 5.04 of the Operating Agreement, restated and dated for reference June 15, 2015 (the "Agreement"), between the Province and the Land Title and Survey Authority of British Columbia ("LTSA"), respecting consideration of any annual fee increase to the LTSA fees. The LTSA may be delayed in providing this notice by the stated due date of February 1 and seeks your concurrence to extend the date by which the notice must be given, by three and one-half weeks, to February 27, 2019, to allow for the LTSA Board to discuss the issue at their February 2019 meetings. Waiver of strict compliance with the provisions of the Operating Agreement is provided for in section 14.17 of the Agreement and must be in writing.

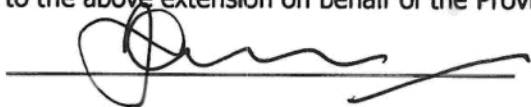
Accordingly, please indicate your agreement to the above by signing a copy of this letter in the space provided below and deliver the signed letter to me before January 31, 2019.

Sincerely yours,


Connie Fair
President and Chief Executive Officer

- pc: Mr. Dave Peterson, Assistant Deputy Minister, Tenures, Competitiveness & Innovation Div.
Ministry of Forests, Lands and Natural Resource Operations and Rural Development
bpc: Mr. Greg Pedersen, Vice President and Chief Financial Officer, LTSA
Mr. Craig Johnston, Vice President, Policy and Legal Services, LTSA

I hereby agree to the above extension on behalf of the Province of British Columbia.

Signature: 
Name: John Allan
Title: Deputy Minister



**Land Title and Survey Authority (LTSA)
Ministry of Forests, Lands, Natural Resource Operations
and Rural Development (FLNRORD)**

**Monday, November 14, 2018 – 2:00 to 3:00 pm
Deputy Minister's Office, 3rd Floor, 780 Blanshard Street, Victoria**

AGENDA

1. LTSA Strategic Direction

a. LTSA initiatives with the Province:

- i. Master Services Agreement with Ministry of Finance
- ii. Property Transfer Tax Interface
- iii. Condo and Strata Assignment Integrity Register
- iv. Beneficial Ownership Registry

2. Changes to LTSA Organizational Structure (high-level organization charts attached - current and as of January 1, 2019)

3. Kamloops Office - Move of office staff in 2020 and transfer of records to Victoria

4. 2018/19 – Province's Nominations for Board Renewal

5. Current Registration/Search Activity

Attendees

Land Title and Survey Authority of British Columbia

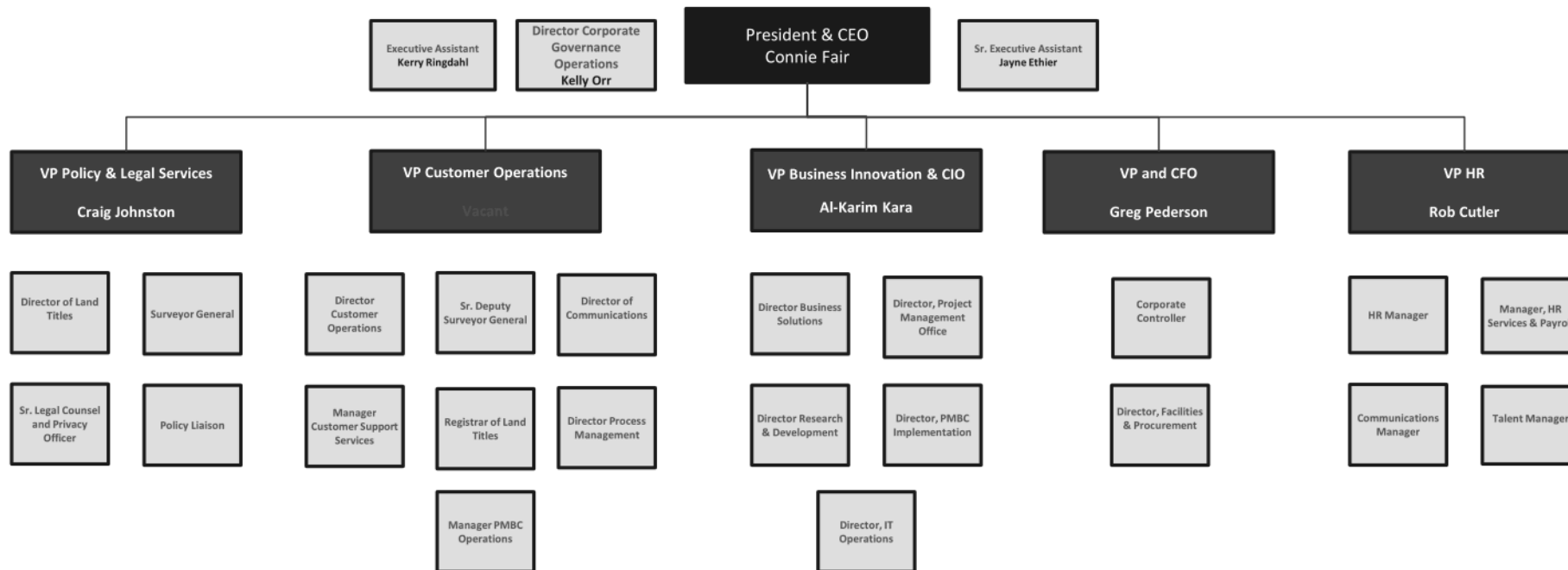
- Connie Fair, President and CEO
- Leslie Hildebrandt, VP, Regulatory and Corporate Affairs

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

- John Allan, Deputy Minister

Executive Team and Overview of Functions

Effective January 1, 2019



**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT
INFORMATION NOTE**

Date: November 9, 2018
File: 280-20
Cliff: N/A

PREPARED FOR: John Allan, Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

ISSUE: Meeting with Ms. Connie Fair, President and Chief Executive Officer of the Land Title and Survey Authority

BACKGROUND:

The Land Title and Survey Authority (LTSA) was established as an independent authority to manage the province's land title and survey systems. While independent from government, the LTSA operates under the *Land Title and Survey Authority Act* and must meet the obligations established by a 60-year Operating Agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNR). The LTSA executive and FLNR executive hold regular semi-annual meetings to discuss matters of mutual interest. Additional meetings, such as the current meeting on November 14, 2018, are scheduled as required.

DISCUSSION:

LTSA has provided an agenda (see attachment 1) that includes the following topics:

LTSA Strategic Direction

- Master Services Agreement with the Ministry of Finance (FIN) – LTSA is working solely with FIN on this agreement that will establish how FIN will reimburse the LTSA for the administration of registries disclosing beneficial owners of real estate and assignments of condo and strata pre-sales agreements.
- Property Transfer Tax Interface – LTSA and FIN have an ongoing relationship with respect to property transfer tax collection and data, and the LTSA may discuss changes to the interface.
- Condo and Strata Assignment Integrity Registry – LTSA has also worked with FIN in support of the Condo and Strata Assignment Integrity Registry, which will require registration of assignments of condo and strata pre-sales agreements in a registry operated by the LTSA.
- Beneficial Ownership Registry – LTSA and FLNR have worked with FIN staff to support the development of the *Land Ownership Transparency Act*, which will establish a registry of beneficial ownership of land. The draft legislation establishes new roles and responsibilities for the LTSA that will require expansion of the LTSA's mandate.

Changes to the LTSA Organizational Structure

Ms. Fair will discuss re-organization of the LTSA executive and staff that will take effect in January 2019 (see attachment 2).

Kamloops Office Lease Renewal/Custody of Land Title Office Vault Materials

LTSA will discuss their plans for the upcoming lease renewal for its Kamloops Land Title Office and the future of its records currently stored at this location.

Board Renewal and Upcoming Vacancies for Provincially Nominated Directors

On March 31, 2019, the term of one of the two provincially nominated representatives to the LTSA Board of Directors will expire. Applications to fill this vacancy are being reviewed by FLNR's Policy and Intergovernmental Relations and Lands Branches, and the Crown Agencies and Boards Resourcing Office. Thereafter the Crown Agencies and Boards Resourcing Office will deliver a list of candidates to the Minister for his selection of three to five candidates for submission to the LTSA's Board of Directors for their decision.

Current Registration / Search Activity

It is expected Ms. Fair may wish to provide the Deputy Minister with information regarding the number and/or type of current registrations and searches in the land title registry.

While not on this agenda, Ms. Fair and Ms. Janice Comeau (LTSA Board Chair) previously reviewed the following item with Minister Donaldson on October 30, 2018.

Intervention in Keatley Decision Appeal to the Supreme Court of Canada

The LTSA discussed a recent Ontario court case that considered whether land surveyors hold copyright in the survey plans they prepare and file in the land title system. s.14

s.14

MINISTRY RESPONSE:

- I value the important role the LTSA plays in operating and maintaining the integrity of BC's land title and survey systems.
- While the ministry is ultimately responsible for the strategic policy and legislation that enables the operation of the province's land title and survey systems, the ministry relies heavily on the LTSA's expertise to shape policy and responses to emerging issues.
- The ministry would like to thank the LTSA for working collaboratively on the required policy and legislation to fully implement a streamlined electronic filing system.
- This ongoing mutual collaboration between the ministry and the LTSA serves to realize shared interests, to reinforce confidence in the LTSA as the steward of BC's land title and survey system and the province's role in establishing strategic direction.
- I understand my staff are developing a list of potential candidates for the Minister's review and recommendation, of which three to five names will be submitted to the LTSA's Board of Directors for their decision to address the expiry of a Provincial representative.

ATTACHMENTS (2):

1. LTSA - FLNR Agenda Nov 14 2018
2. LTSA Executive – November 2018

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a/ADM	DW	Nov 9, 2018
ED	DW	Nov 8, 2018