ANNUAL ON-RESERVE SURVEY CALL OUT: WHAT TO EXPECT

Survey Call Out issued via email
(November 5, 2024)

First Nations provide list of land survey needs
(February 28, 2025)

List of confirmed surveys is finalized

- ISC, NALMA and SBG review survey requests to determine scope of work, cost, feasibility and timelines
- Follow up with First Nations if more information is needed
- Determine which surveys SGB or NALMA will complete

- MOU executed between ISC and SGB for survey projects to be completed and mapping products
- NALMA initiates survey contracts

Survey work ongoing

Survey and mapping products completed

- MOU between ISC and SGB amended (as needed) to include additional surveys
- Ongoing communication between First Nations, NALMA, ISC and SGC as survey requests and budget availability changes.

SURVEY PROJECTS ON-RESERVE CALL OUT LETTER AND REQUEST FORM

ISC is contacting you today to better understand the scope of survey needs of your First Nation. Through this Call for Proposals, you are invited to provide a list of any land surveys on-reserve that you anticipate will be required in the coming year to support your community's land management and economic development objectives.

The types of survey projects which may be submitted include:

- Exterior boundary investigations and/or surveys required to confirm possible encroachments, lost survey posts, or un-surveyed exterior boundaries
- Surveys required for Permits and Designations
- Land use area mapping; and
- Surveys required for lands to be set aside for the general welfare of the Band under Sec. 18(2) of the *Indian Act*. Although not mandatory, these surveys form part of a proper land management system and aid in any future land use planning (i.e., surveys of schools, roads, etc.).

Using the information you provide in response to this call-out and through follow-up communication, the Ontario Region Lands Operations team at Indigenous Services Canada will work with the Surveyor General Branch (SGB) and the National Aboriginal Lands Managers Association (NALMA) Survey Unit to determine the scope of work and budget requirements, and which survey projects can be completed in 2024-2025.

The Surveyor General Branch is a part of the federal department of Natural Resources Canada. Their expertise is rooted in experience working collaboratively with First Nations in Ontario to address land management needs and includes providing advice and technical services related to land surveys, mapping, interpretation of current and historical survey plans/reports, and boundary issues or concerns. If you would like to discuss your land management needs and/or would like their support as you prepare your submission, please contact them at sgbon-daqon@nrcan-rncan.gc.ca or at (416) 452-2143.

The NALMA Survey Unit delivers Indigenous Services Canada's Grants and Contributions Survey Program specifically for First Nations throughout Canada (with the exception of Operational First Nations Land Management Act (FNLMA) Bands). They contract out land surveys to support First Nations' priorities and provide ongoing communication to ensure project readiness and to address issues during all phases of the project. For NALMA Survey project enquiries please contact Graeme Sandy, Survey Project Manager, at gsandy@nalma.ca or at (519) 757-6881.

Please submit the completed form, supporting documents and any questions you may have via email to onlandsoperations-gestiondesterreson@sac-isc-gc.ca no later than February 29, 2024.

Survey On-Reserve Projects Request Form

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Please attach to this form a sketch, plan, map, or description showing clearly the area to be covered by the request.

If you require additional space, please attach a separate sheet.

First Nation	
Reserve Name & Reserve Indian Lands Registry System (ILRS) Number	
Date	
Contact (Name, phone # & email)	
Project List	
1. Reason For and Type of Survey	
2. Reason For and Type of Survey	

WHAT TYPES OF ON-RESERVE SURVEY REQUESTS WILL BE CONSIDERED?

- Set Asides – Section 18(2)
- Land Designations – Section 53
- First Nation Allotments – Section 20
- Permits – Section 28(2)
- Re-survey of Exterior Boundaries
- Land Use Mapping for Band Land Purposes

SAMPLE COMPLETED ON-RESERVE SURVEY PROJECT REQUEST FORM

Survey On-Reserve Projects Request Form

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Please attach to this form a sketch, plan, map, or description showing clearly the area to be covered by the request.

If you require additional space, please attach a separate sheet.

First Nation	**DOGTAIL FIRST NATION**
Reserve Name & Reserve Indian Lands Registry System (ILRS) Number	**DOGTAIL FIRST NATION 22A (RESERVE CODE 99999)**
Date	**JANUARY 6, 2022**
Contact (Name, phone # & email)	**JANET BIRD**
Project List	
1. Reason For and Type of Survey	**BOUNDARY DISPUTE (ENCROACHMENT)** SEE SAMPLE SKETCH
2. Reason For and Type of Survey	**NEW LOT FOR SCHOOL** SEE SAMPLE SKETCH
3. Reason For and Type of Survey	**SUPPORT ECONOMIC DEVELOPMENT PROJECT**
4. Reason For and Type of Survey	***OTHER (ESTATES)**

***NOTE:** After the December 2023 call-out, additional funding may become available throughout the year, and we would like to have a list of projects available as the year unfolds and keep the lines of communication open. If you have a survey you would like to submit but it does not fall under one of the types of surveys listed in the callout letter, please note "Other" in the form under "Reason For / Type of Survey."

SAMPLE SKETCH TO ACCOMPANY ON-RESERVE SURVEY REQUEST FORM





FIRST NATION PROVIDES LIST OF LAND SURVEY NEEDS

WHAT TO INCLUDE IN YOUR SUBMISSION

- Ensure the lands manager has the **authority to request/approve** the surveys on behalf of the band or if/when needed have Council or director approve with Band Council Resolution (BCR).
- Have a **sketch** and aerial mapping, if possible, on the areas you need surveys for i.e. forested areas, water beds, existing plans, encroachments, R/W's etc. as it will be easier for surveyors to provide quotes and you will have a record of what you want done to compare to the draft plan
- Do any **background work/search** on the property. Ask ISC, SGB, or complete searches in ILRS. The more information the better!
- If possible, have an **estimate for the work** needed, can ask your lands technician, a surveyor, SGB or NALMA for a rough estimate
- If looking for funding for multiple projects, **prioritize** most important ones and which ones can wait

KEY DATES & CONTACTS

SEND COMPLETED APPLICATIONS TO:

Ontario Lands Operations
onlandsoperations-gestiondesterreson@sac-isc.gc.ca

FOR ASSISTANCE PREPARING APPLICATIONS CONTACT:

Moren Mirza
Regional Manager, Lands Operations
Moren.Mirza@sac-isc.gc.ca
647-284-1535

Jason T. White
Senior Lands Survey Technologist, SGB
JasonT.White@nrcan-rncan.gc.ca

DEADLINE FOR SUBMISSIONS: February 28, 2025

BEST PRACTICES FOR TRACKING SURVEY NEEDS IN YOUR COMMUNITY

- Always **maintain a current list** of your On-Reserve survey requirements and forward to ISC/NALMA each year and throughout the year as funding may come available later in the fiscal year
- Keep in mind the survey **project priority** types (i.e. exterior boundaries, Designation, Permits, 18(2))
- **Follow-up** with your ISC contact on the status of survey project/list and CC NALMA as well

Don’t get discouraged, as there are many sources of survey funding.

ADDITIONAL INQUIRIES

- The Surveyor General Branch is a part of the federal Department of Natural Resources. Their expertise is rooted in experience working collaboratively with First Nations in Ontario to address land management needs and includes providing advice and technical services related to land surveys, mapping, interpretation of current and historical survey plans/reports, and boundary issues or concerns. If you would like to discuss your land management needs and/or would like their support as you prepare your submission, please contact them at sgbon-dagon@nrcan-rncan.gc.ca or 416-452-2143.
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