Ministry of Sustainable Resource Management

ILRR Project

ILRR Business Requirements
Appendix C - ILRR Business Requirements Consultation Process and Working Group Workshop Minutes
Version 1.0

OA Solutions

Sierra — *New thinking.*

fFORTE *Consulting Ltd.*

Sierra Systems Group Inc.

880 Douglas Street, Suite 500
Victoria, BC V8W 2B7 Canada
www.SierraSystems.com

Contact:	Simon Lanoix
Phone:	250.385.1535
Fax:	250.385.4761
Email:	SimonLanoix@SierraSystems.com

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C.1　ILRR Business Requirements Consultation Overview

The ILRR Project will follow an iterative consultation approach. Working initially with a core set of stakeholders the project team will be able to quickly develop the nucleus of the business and system models for the ILRR. This first iteration of these models will form the basis of our consultation with progressively larger sets of stakeholders, allowing us to further refine the models. At the end of the consultation process, all stakeholder groups will have had an opportunity to provide input to the final business requirements and system design. The diagram below provides an illustration of our consultation process and the integration with both the Business Requirements and Systems Architecture streams of the project.
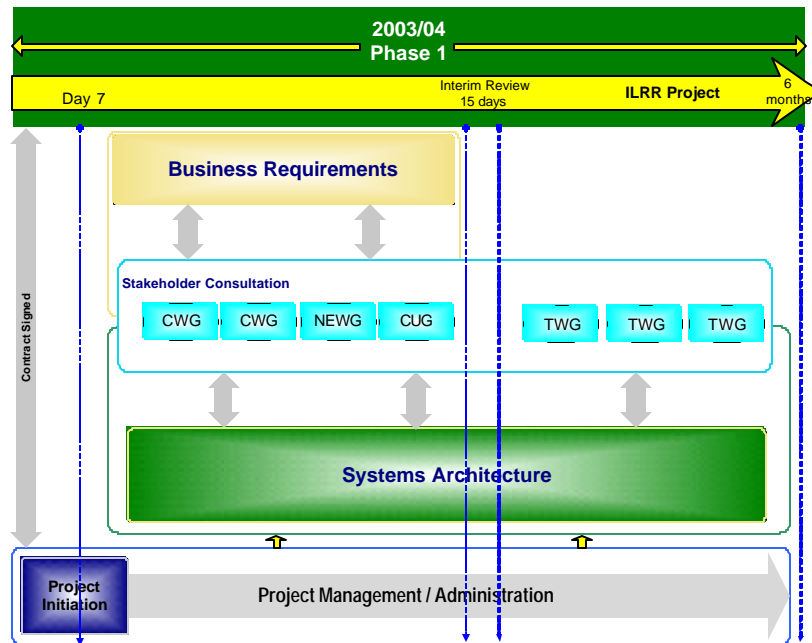
The iterative approach will allow us to conduct comprehensive consultation with the full range of stakeholders within the short timelines set out by the Ministry.

Given the large number of stakeholders, the diversity of the registries and the project constraints, a number of "Working Groups" each with specific knowledge, and responsibilities will ensure that the project team is working with the right person/organization(s) at the right time in the project.

C.2 Working Group Workshop Schedule

Workshop	Purpose	Date(s)
CWG Workshop 1	Confirm the high-level business processes that result in the creation, maintenance, update or removal of applications for, or registered interests in land and resources.	December 1 – 2, 2003
CWG Workshop 2	Review ILRR Business processes with a focus on ILRR intersects and impacts. Set priorities and develop strategies for data quality.	January 8, 2004
CWG Workshop 3	Review and refine data definitions. Review data access model.	January 15, 2004
NEWG Workshop 1	Confirm scope and requirements compiled to date with CWG. Identify unique requirements for the Northeast. Obtain support for project and implementation.	January 28 – 29, 2004
CUG Workshop 1	Confirm scope and requirements compiled to date with CWG and NEWG. Identify unique requirements from a user perspective.	February 10 – 11, 2004

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C.3   Core Working Group Workshop One – Minutes

Date(s)   December 1 – 2, 2003

Location   Sierra Systems
                     Victoria, BC

C.3.1   Attendees

Membership	Title	Department
Olga Kopriva	Manager, Registry Data Services	SRM Registry Dept. (subsurface & forests)
Janet Adams	Registry Data Services	SRM Registry Dept. (subsurface & forests)
Jim Suterland	Land Surveyor	SRM Registry Dept. Survey or General)
Al Mackie	Heritage Resource Specialist	SRM Registry Dept. Archaeology
Terry Dinnell	Deputy Registrar, New Westminster	SRM Registry Dept. Land Titles
Doug Say	A/Manager, Business Application Services	SRM Information Management Branch
Eric Fisher	Manager, Branch Operations, Land Information Services Division	SRM Resource Information Branch
Sean Darling	A/Manager Crown Contaminated Sites Program	SRM land planning and corporate policy
Brian Williams	Manager, Integrated Cadastral Fabric	SRM Base Mapping and Geomatic Ser.
Don Mullett	Senior Timber Tenures Forester & Registrar of Timber Marks	Ministry of Forests - Forest Tenure
Kim Stone	Manager, Recording Office, Mineral Titles, MEM	Energy and Mines - mineral
Collin Magee	Director, Oil and Gas Titles.	Energy and Mines - petroleum
Deb Miller	Manager, Land Survey & Tenure	Transportation & Highways
Nancy Newland	Manager, Property Administration	Transportation & Highways
Carole Karlsson	A/Assistant Negotiator	Attorney General (Treaty Negotiations)
Don Macauley	Manager, Parks and Protected Areas Branch	Water, Land and Air Protection
Neil Banera	Service Centre Director	Land and Water BC Inc
Larry London	Director, Application and Approvals	Oil and Gas Commission
Alison Farquhar	Office Supervisor III	BC Assessment Authority
Rosa Munzer	ILRR Senior Project Manager	SRM Integrated Registry Branch

Membership	Title	Department
JP King / Sue Bergin	ILRR Business Analyst	SRM Information Management Branch
Paul Ramsey	Refractions Research Inc.	Observer on behalf ILRR
Dona Stapley	Data Integrity Analyst	Ministry of Forests - Forest Tenure
Don Macaulay	Contractor	Water, Land and Air Protection
Sue Bergin	ILRR Business Analyst	SRM Information Management Branch
Susan Rivet	Wildlife Policy, F&W Rec. & Alloc. Branch	Water, Land and Air Protection
Kim Stone	Manager	Recording Office, Mineral Titles, MEM
Paul Hagen	Unit Head, Business Development Unit, SRM	Representing Ministry of Energy and Mines
Dave Richardson	Manager, Geology	Ministry of Energy and Mines

C.3.2   Workshop Notes

Brainstorm Session on Activities within the Business Processes

Agency	Comments
Unattributable	Scope of ILRR is the data, scope of agencies is to determine the data.
Ministry of Sustainable Resource Management	Operational requirements stay with the agencies, Goal: How are we going to register the interest in a common way
Refractions Research Inc.	Decision making: is it ok to grant application?: this is outside scope of ILRR.
Unattributable	Conflict resolution is client's responsibility
Unattributable	Who will eventually update the ILRR? When a decision is made, then this information will flow into the registry.
Refractions Research Inc.	During the life cycle, the status of the application will change, the ILRR should hold application information, IE: pending applications.
Ministry of Sustainable Resource Management	All the operational systems should support the ILRR and visa versa. May include another status besides Pending.
Energy and Mines	Pending applications would be useful. Also: see what parcels would be available at the next sale. What about topographic contours? How about Land and Water BC titles that have been requested?
Unattributable	Problem: Pending may imply approved but not completed. Need to redefine. Make different levels of Pending.
Ministry of Ministry of Sustainable Resource Management	E.g.: parks may not want people to know that a parks application is pending.

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Agency	Comments
Unattributable	Systems will parallel the Torrens system: pending is an approved application just waiting for finalization. Perspective interest could also be a pending application.
Pat	Do we need to harmonize the terminology? Or can we live with different terminology?
BC Assessment Authority	Pending is very important
Ministry of Sustainable Resource Management	For some pending applications – there is maybe a certain legal status.
Energy and Mines	Would that include First Nations territory, builder's lien on a house? Is that a legal status? Debate on that….
Ministry of Sustainable Resource Management	ILRR will not be the only information source.
Ministry of Sustainable Resource Management	We are confusing the law of registration with access to information. Need to keep in mind that the legal requirements of each tenure should be described in the operational database. When the tenure is registered – then it goes into the ILRR. (Note: there is disagreement here) - nothing in ILRR until it is legal
Pat	Catalogue of rights (types of right) not yet confirmed.
	Each agency's rights granting process has its own life cycle. So some will want to tell ILRR right away, and other agencies will want to research more. The exact point that ILRR hears about an application will vary by theme.
Unattributable	The question then, what is the point of ILRR???? There is no use for a registry system of final legal rights. I need a system that will help in making decisions.
Ministry of Sustainable Resource Management	Integrating non-legal tenures into ILRR makes no sense. The government needs to know this information to supply to public. We don't have this process now.
Ministry of Energy and Mines	*Compensation* – need a flag for a decision-maker that there may be other pieces of information that could be recorded in ILRR
Ministry of Sustainable Resource Management	Is it sufficient to know that there is a pending application? Or do you need the details? If you need the details, this changes the scope drastically. We have a limited budget for scope creep, and data quality.
Land and Water BC	Need a flag along with what ministry (theme) is interested in the parcel.
Treaty Negotiation Office	Minimum we need to know the other interests. But we also need to see the details of those other interests, because it is impossible to get phone support for these details.
Ministry of Sustainable Resource Management	In-progress applications are in scope.

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Agency	Comments
Ministry of Energy and Mines	Written application should be recorded in ILRR.
Unattributable	If someone raises an application - they have *established* a legal interest.
Land and Water BC	Look at an area, give us all existing legal and pending rights, i.e.: applications.
Land and Water BC	Registering the right implies a process whereas, entering a date will automatically register the right In ILRR. Should have business process 2 and 3 together.
Unattributable	For real estate issues: we don't have a system, so how do we enter the information into ILRR.
Ministry of Sustainable Resource Management	The processes defined here are generally right – need to get the terminology right on the business processes.
Ministry of Sustainable Resource Management	Archaeological sites should not be available to general public with FOI – data security – do want to record the interest, but we should be able to control who sees it. We do not register a right – we identify a pre-existing condition. These sites are automatically protected without a registered right. We just document a pre-existing condition on the Land. We just record the information into the ILRR, it may have a pending status. So in BP2- we need another word: notations. We will probably be supporting other agencies more than they will support archaeological sites.
Unattributable	Definition of what is legal. The signing of a document is what is legal
Unattributable	There is insecurity around ILRR - will people fill in the right field so that the legal interest is registered properly.
Ministry of Sustainable Resource Management	The register does NOT make it legal, it will contain the legal right. If it is not there – is it NOT LEGAL? That statement may not be true.
Pat	Therefore Business Process 3 and Business Process 2 may be together.
Treaty Negotiation Office	Priority – who is going to have the right to grant the interest? Competing interests on one piece of land - ILRR is only a repository of information.
Oil and Gas Commission	Rights that are granted with the tenure can be captured in ILRR, along with a description of the rights. Rights alone are not enough – you need details on what that right is granted to do. This will help you in your decision making.

Also regarding Pending: this status should not hold back the issuing of a right. |
Ministry of Sustainable Resource Management	What we are talking about is compatible and non-compatible rights. But these rights are all described in the Acts.
Unattributable	Maybe, but not in all cases can you find the information in the Act.
BC Assessment Authority	Agree with above.

Agency	Comments
Treaty Negotiation Office	All acts do is define what a right of way is, it is the contractual document that defines the purpose of the right.
Treaty Negotiation Office	You could refer to the legal document from ILRR (i.e.: by clicking on a link)
Ministry of Sustainable Resource Management	If information is not in their operational system, there should not be an expectation that it will be in the ILRR, unless they are willing to change their business processes.
Water, Land and Air Protection	Concern: spatially enabled dbs (polygons) are not legal records, they are just representational. There are no rules around accuracies, etc. Pat: may need some legislation changes?
Unattributable	Need to strike out the word legal throughout the workshop – it is DUE diligence tool, it is the court that determines legal rights.
Unattributable	ILRR will be a pointer to all the legal docs.
Ministry of Sustainable Resource Management	"Bosses" have said – this will be a legal register.
Ministry of Sustainable Resource Management	Meeting the level of requirements for ILRR is going to be very difficult. Much more complex that land titles.
Pat	Need to be able to record information that may not be accurately defined.
Ministry of Sustainable Resource Management	We cannot assume accuracy of information, ILRR will capture what the legal interest is, if the info is wrong, operational systems need to be updated, even if the operational systems are manual.
Unattributable	Opportunity to clean up data as it goes into the registry. Also: there may need to be metadata- data that qualifies the existing data.
Treaty Negotiation Office	Change wording: Should be the electronic register of legal interests.
Ministry of Sustainable Resource Management	Will permits be in ILRR? The permitting system gives the rights. These are transitory. BC Assessment Authority needs to know about the permitting system because of land values. Also, definition of protected archaeological sites.
Unattributable	There is a concern regarding the staff requirements for entering and managing additional information as a result of ILRR.
Ministry of Transportation and Highways	They will not put permits in ILRR, there is too much information and not useful for anyone.

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C.3.3   Possible Use Cases for ILRR

Use Cases are what happens when actors (users) interact with a system. An actor uses the system to achieve a desired goal. By recording all the ways the system is used ("cases of use" or Use Cases) we can accumulate all the goals or requirements of the system. For the purposes of the workshop, Use Cases were categorized into the four high-level business processes described in below. Those highlighted Use Cases were chosen for further description and analysis during the two day workshop. Remaining Use Cases will be expanded by the project team.

Business process #1: Receipt and Review Application:

- delete an application (once deleted or cancelled, record is not retained)
- amend an application (combined with Amend an Interest)
- register the application (pending, draft, etc)
- change spatial representation of application
- change owner data for application
- determine existing rights
- define area of interest

Business process #2/3 Issue right/interest and Register Interest in ILRR:

- register interest/file a notice

Business process #4 Maintain Registered Interest:

- cancel/expire an interest
- amend an interest (combined with Amend an Application)
- suspend the interest
- change spatial representation of interest
- change owner data for interest
- update location, spatial extent, boundaries.
- report on interests

Use Case – Determine Existing Rights

Goal	Determine existing rights and all pending rights for a particular area.
Actor (s)	Status clerk, land admin tech (gov't), public, land agents (work for lawyers), surveyors, consultants (private). Types: (Fed, prov and local gov't; agents, corporations, consultants, first nations.) Could be connected via another application
Preconditions	• Have an area of interest in mind • Identity of user is established. (1. for access control. 2. for payment/billing)

Steps	1. Actor logs on
	2. Actor specifies area of interest
	    • map viewer
	    • legal description
	    • lot #
	    • coordinates
	    • Parcel Identifier Number (PID))
	3. Actor initiates the search
	4. ILRR returns information, or a report, or a message.
	5. ILRR logs the query
	What's in the report: All public information
	• Registered owner
	• Responsible agency
	• Type of interest
	• Notations
	• Spatial extent – visual depiction
	• Encumbrances
	• Status (pending, etc)
	• Terms
	• Unique identifier and identifier type (Document number, file number, assessment roll number, PID)

Results	Actor has the information regarding existing rights.
Exceptions	• Information not available • Actor warned of security info – no permissions, who to talk to regarding access • In correct ID (invalid inputs)

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Use Case – Register an Application

Goal	Record the application to make it available to other agencies who need to know about the application.
Actor (s)	Business expert, staff in agency that has the authority to grant that application. Some operational systems in rights-granting agencies.
Preconditions	• Identity of the user is established • Identify the area of interest • Registering agency accepts the application for consideration

Steps	1. Actor logs on
	2. Actor enters application details:
	   • location of interest
	   • attributes
	   • applicant
	   • interest
	   • term (if applicable)
	   • initializing agency (agency requesting)
	   • date
	   • agency identifier(s) – PID or PIN
	   • purpose
	3. Actor saves
	4. ILRR accepts the information
	5. ILRR acknowledges receipt of application to the actor

Results	Application is registered in ILRR and available to those who need to know.
Exceptions	• Missing data • Valid data

Comments Regarding Registering an Application:

- Concern about filling up ILRR with lots of junk – incomplete applications, etc. As decided on day one of the workshop, it will still go into ILRR but, applications that don't become interests are removed from ILRR.

- Applications may expire or be extended, or cancelled automatically. These must also be removed from the system – no history of applications. The agencies will have the responsibility to monitor pending applications.

- Do we need to have a notification from ILRR that an application has been in the system for a long time? No, it is the responsibility of the agencies to clean up. Ie: ILRR doesn't automatically do anything. All changes are triggered by the day to day business of each agency.

- Do we need to record the applicant's name into ILRR? Yes.

- There are different data needs in the application process between agencies - the required data will vary by theme.

- At what point do you enter "plans" into ILRR? We will need standards to decide what exactly is an application and at what point do we enter the details into ILRR? Can you record an application for an interest without an application? Ie: An agency is planning a proposal or a plan for a park?

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- During the application process, you do not need to record the owner of the land in ILRR because it is already in ILRR.

- When ILRR accepts the application some basic validation occurs. Ie: data standards. What does this imply for the operational systems?

- When an agency is entering details about an application or a plan, there should be a mechanism to flag the information as sensitive in ILRR. (therefore: different levels of information available to different users)

- Issues surrounding how to capture **Location** information on the application, and therefore, what is the definition of location information in ILRR? Location information may be very "fuzzy", but it still needs to be recorded in order for the agencies to further their investigations regarding interests in the area. It may be that only when the plan becomes a registered interest that definite location information will available.

- Situation: if one agency tries to submit the same application in ILRR twice – ILRR will not reject it? One basic validation rule may be that ILRR rejects the *use of the same ID twice*. This could be a decision made individually be each agency, depending on whether they want to re-use their identifiers.

- Requirement for immediacy – application process should be immediate, to be of value to other interested agencies.

Use Case – Register an Interest (File a Notice)

Goal	Register an interest on official record in order to make it make it available to those who need it.
Actor (s)	Business expert, staff in agency that has the authority to register that interest. Some operational systems in rights-granting agencies.
Preconditions	• Application has been approved by agency • Identity of the user is established.
Steps	1. Actor logs on 2. Actor searches for existing application if it exists. Many ways to search for this information using different IDs. (this will be a separate Use Case) 3. If application is found, amend/complete or enter interest information. • Term and expiry date, conditions, restrictions 4. Save as a spatial interest. 5. ILRR replaces application with the registered interest. (Or changes the status of the application to "Issued.") 6. ILRR acknowledges receipt of information.
Results	Interest is available to those who need to know. Possible wider audience.
Exceptions	Missing data Invalid data

Comments regarding registering an interest:

- ILRR will hold history of old, expired registered interests? Yes. But this will depend on each theme. There may be different requirements for each theme.

- There may not always be an application (ie: Ministry of Transportation and Highways, Ministry of Forests.) There is a difference between crown land and private land.

- Unique identifier can carry through to registering an interest. Or operational system can assign the number and that number stays with the interest.

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- When registering an interest, adding the additional information (such as restrictions) may vary between agencies. Describing the right will be defined (at least) by what is in the legislation.

- ILRR has knowledge of all the possible interests that are valid.

- A Reserve may be in the same category as a Notice.

- We will not be able to eliminate contact with other agencies(referrals) during the planning process.

Use Case – Amend an Application or an Interest

Goal	Amend, cancel or withdraw the application to keep it current and to make it available to those who need to know.
Actor (s)	Staff in agency that has the authority to amend/cancel or withdraw that application or interest
Preconditions	- There is an application or interest - There is new information or new status - Identity of the actor is established
Steps	1. Actor logs on 2. Actor finds existing application or interest 3. Actor amends/cancels or withdraws the application or interest 4. Actor saves changed data 5. ILRR accepts the changes and acknowledges updates.
Results	Amended data is available to those who need to see it.
Exceptions	Missing data Invalid data

Comments Regarding Amending an Application or Interest:

- ILRR will not automatically expire an interest, this is done by the agency. Therefore, it is possible that there will be a record of an interest in ILRR that has an expiry date in the past.

- History will be kept in ILRR only if the agency in question actually keeps history.

- Interests are never deleted.

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Use Case – Report on interests or applications

Goal	Find registered interests
Actor (s)	All/everyone
Preconditions	• Actor is identified • Security criteria is established

Steps	1. Actor logs on
	 2. Actor specifies search criteria.
	      • Location (by legal description or spatial)
	      • Owner
	      • Interest type or theme
	      • Status (active or historical)
	      • Dates, or date ranges (expiry, etc)
	      • Output format
	 3. ILRR checks practicality or reasonability of the request
	 4. ILRR accepts or rejects search criteria
	 5. ILRR calculates costs of output (if applicable)
	 6. ILRR gets agreement to pay (if applicable)
	 7. Actor enters payment information (if applicable)
	 8. ILRR authorizes payment information (if applicable)
	 9. ILRR produces output
	 10. ILRR records that the request was run

Results	Actor has the output
Exceptions	No data No money Too much data

Comments regarding reporting from ILRR:

- Can we search ILRR and retrieve all interests attributed to one client? Yes.
- Can we charge for the searches? Different by organization.
- There needs to be a choice of an output format in ILRR. Output will also have to address the spatial information, and the fact that the spatial information is only a representation.
- If there is a need for a role or organization-based role matrix, this brings more complexity to the system, but more efficiencies as well.
- Do we build a set of canned reports for each business unit, or do we give them an "extraction tool" to allow them to build their own adhoc reports?
- There may be a need for the canned reports for the general public. Also look at the cost structure for the public.
- Some interest in saving their queries for later use.
- ILRR will not be managing a client registry.

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C.3.4   Questions and Answers

A number of questions and issues were raised during the two-day workshop. By the end of the second day, answers were obtained by a consensus of the group. Where answers could not be identified, these were tabled as issues for further action.

Questions raised during the workshop	Answer
Can ILRR registry contain overlapping rights	Yes.
Will ILRR handle edit rules?	No. ie: The same mineral rights issued to two different clients – This is an error that is the responsibility of each individual agency.
Do we manage conflicts?	No. The group wants a lot of business rules that will let ILRR tell them when they are trying to register conflicting interests.
Does ILRR "push" information out to agencies, ie: send out automatic notifications	No
Who will be monitoring the ILRR data?	Each agency is a responsible Registrar

C.3.5   Issues/Scope

Issues/Scope	Action
Exact list of types of rights not yet confirmed.	Homework will address this, with the project team doing the analysis.
Exact point that ILRR hears about an application –	Probably differs by theme. Homework will address this
How much description of the right or interest should go into ILRR?	The exact information that goes into ILRR is currently unresolved. It may vary theme by theme. Executive steering committee needs to be involved. There needs to be a balance so that all agencies will benefit. Project manager to propose a tentative solution.
Data availability and correctness	Address this in January
Spatial information is representational – not legal	Currently unresolved, this is a data quality issue. Project manager to propose a tentative solution. Rosa may be involved in solution.
Scope issue: if the agency doesn't have a system to input applications, is this within the scope of the project: ie: should ILRR be providing the tool that the user will use to enter the application?	Escalate this to the Steering Committee when the Technical Architecture work determines that this is required and will be significant.
ILRR will track changes to the registered interest data, but do we want to track changes to applications?	Conclusion that we will not track changes to applications.
Will we charge/bill?	Project manager
Occupiers	BC Assessment Authority needs to look at this issue.

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Issues/Scope	Action
A list of standardized definitions in the form of a glossary.	Business Analysts from project team to provide.

C.4   Core Working Group Workshop Two – Minutes

Date(s)   January 8, 2004

Location   Sierra Systems

                   Victoria, BC

C.4.1   Attendees

Membership	Title	Department/Organization
Olga Kopriva	Manager, Registry Data Services	SRM Registry Dept. (subsurface & forests)
Jim Suterland	Land Surveyor	SRM Registry Dept. Surveyor General)
Al Mackie	Heritage Resource Specialist	SRM Registry Dept. Archaeology
Terry Dinnell	Deputy Registrar, New Westminster	SRM Registry Dept. Land Titles
Doug Say	A/Manager, Business Application Services	SRM Information Management Branch
Eric Fisher	Manager, Branch Operations, Land Information Services Division	SRM Resource Information Branch
Sean Darling	A/Manager Crown Contaminated Sites Program	SRM land planning and corporate policy
Brian Williams	Manager, Integrated Cadastral Fabric	SRM Base Mapping and Geomatic Ser.
Don Mullett	Senior Timber Tenures Forester & Registrar of Timber Marks	MOF Forest Tenure
Chris Kositsin	Manager, Recording Office, Mineral Titles, MEM	Energy and Mines - mineral
Colin Magee	Director, Oil and Gas Titles.	Energy and Mines - petroleum
Deb Miller	Manager, Land Survey & Tenure	Transportation
Carole Karlsson	A/Assistant Negotiator	Attorney General (Treaty Negotiations)
Don Macauley	Manager, Parks and Protected Areas Branch	Water, Land and Air Protection
Neil Banera	Service Centre Director	Land and Water BC Inc
Larry London	Director, Application and Approvals	Oil and Gas Commission
Alison Farquhar	Office Supervisor III	BC Assessment Authority
Rosa Munzer	ILRR Senior Project Manager	SRM Integrated Registry Branch
JP King / Sue Bergin	ILRR Business Analyst	SRM Information Management Branch
Paul Ramsey	Refractions Research Inc.	Observer on behalf ILRR
Dona Stapley	Data Integrity Analyst	Ministry of Forests
Don Macaulay	Contractor	

Membership	Title	Department/Organization
Kim Stone	Manager, Recording Office, Mineral Titles	Ministry of Energy and Mines
Paul Hagen	Unit Head, Business Development Unit, SRM	Ministry of Energy and Mines
Doug Glaum	Sites Registry	
Dave Richardson	Manager, Geology	Ministry of Energy and Mines

C.4.2　　Workshop Notes

Scope-Collection of Fees

Agency	Comments
Paul – Sustainable Resource Management	Data is not charged for at all? By limiting the scope of data that is in ILRR we agree that there will be no charge.
Alison – BC Assessment Authority	Link into BcOnline?
Rosa – Sustainable Resource Management	BC Assessment Authority charges for their information, this should probably continue as it relates to ILRR
Colin – Energy and Mines	Another party to consider- crown publications
Q: Simon A: Brian – Water, Land and Air	Where is ICIS in the fee model? ICIS is an integral part of this project. ICIS limited the content of data and just had links to the databases. Need to look further at ILRR data, and then do an analysis.
Sue – Information Management Branch	Consolidate those business areas that currently charge, into one fee structure?

User Classes

Agency	Comments
Carole – Attorney General-Treaty Negotiations	TNO - they use Sustainable Resource Management for the spatial information , just because we don't grant rights, we still have a great need for the information.
Al – Sustainable Resource Management	Should not be called just a "right granting agency" too precise. Some agencies who do not grant rights may need to update.
Sue – BC Assessment Authority	Right or restriction granting agency. TNO is not be aright granting agency
Simon – conclusion	User who can see everything, user who can see everything and input. Agencies must define roles for access.
	What about the user who is authorized to input but not authorized to see everything
Al – Sustainable	Consultants enter data into agency database, then the agency

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Agency	Comments
Resource Management	system sends info into ILRR.
Terry - Land Titles	In our system we created "functions", which are flexible depending on the needs of the user
Jp – Sustainable Resource Management	We should not be defining the relationship between the agency users and it's various outside users. We are concerned with the relationship between agencies and ILRR?
Larry – Oil and Gas Commission	From time to time, we may have private partnerships on a one time basis – or first nations but they want to be the custodian of the information.
Al – Sustainable Resource Management	This issue stems from the concerns of highly sensitive information, there needs to be a list in the agency of a class of users.
Jp - Information Management Branch	Use the Justin model as an example of a robust security matrix.
Sue - Information Management Branch	Integrated data warehouse has business views – what role has what access to what information.

C.4.3 Use Cases – feedback

Rights Management

Agency	Comments
Sue	Do the results of the query get saved? This should be possible, probably in ILRR? (litigation protector)
	These are business rules
	Do not assume that it will be in ILRR. Could be on the desktop.

Rights and legislation

Agency	Comments
Carole - Attorney General-Treaty Negotiations	Federally held land, Nisga'a lands. – there is no information on the particular land use within those reserves. Federal government has the information, but this is largely unavailable. You can grant rights on some of those lands, but it may be difficult to get the information required.
Olga - Sustainable Resource Management	We have the information in our database and we know what is going on.
Sue - Information Management Branch	Federally held land - It does exist as a spatial object, we just don't know what is actually going on within the boundaries.

C.4.4   Logical data model

Agency	Comments
	ILRR will accept different coordinate systems.
	What happens to interfaces with systems with different coordinates?
	What is the accuracy standards? Meets TRIM?
	The confidence in the information is coming from the originating system?
Issue	Capturing information from one system to another may be creating uncertainty in the conversion.
Brian – Water, Land and Air	ICI- don't have a Z factor, but do have a table system.
Issue	Altitude, Elevation needs to be considered
Terry - Land titles	A sketch with dimensions, not reference to elevations.
Al – Sustainable Resource Management	Cannot say who the actual owner is – is may be the Heritage Branch
Sue – BC Assessment Authority	"Owner" may not be a mandatory table. You could use Interest Holder.
Terry - Land Titles	If no owner - make a reference to the statute that creates it.
	Integrated cadastral fabric fits into the model
Carole – Attorney General-Treaty Negotiations	Surface = water?
Discussion on surface class	This may be a surface tenure.
	Timber and varying definitions of "under surface"
	Ach sites that are under water to consider
	Gas pipeline underwater – "land covered by water"
Discussion on Access Control	Access control box: control access based on the purpose, - is this true, but is there a situation where you have an actual record where nobody could see it except certain people or person.
	This may be good for litigation purposes
	This will be good for treaty negotiations. When we put a single record in, we need control over who sees it.
	Do we need to protect an individual record vs a class of records
	We need to talk to the Attorney General for clarification.
	Access control is by theme or an object within that theme
	You can't create a new theme for every special case, there is legislation surrounding it.

Agency	Comments
	Why do we want to put things in the registry that we don't want other people to see? Everything in the ILRR should be available to those who need it.
	What really needs to go into the system – if we strictly go by a legal interest in land, a lot of other stuff will not go in ILRR, but not give us a product that is useful.
	As a decision maker, I want to know if there is conflict where I wish to issue a right.
	Access control with be if we can see the geometry.
	Where do we fit in the assessment data – data that has a PIN - Roll numbers – the business areas need access to this – how does this fit? It should be link, and if they follow the link, that is where the fee will be charged.
	Cadastral fabric that exists underneath these interests – we need this information.
	How we would get Assessment information, because not every parcel is assessed.
	How do we fit in the Notice of Interest?

C.4.5   Impacts

1. Faster Initial Statusing

LWBC may reference the ILRR for preliminary statusing during the Pre-Application phase. A preliminary check of the ILRR for an application location may identify existing conflicting rights/interests that would prevent LWBC from approving the application. This would allow LWBC to issue a definitive "rejection" earlier in their process.

Carol	Data quality issues, how do you trust the info
Sue	Fees are collected AFTER this intersect, so do we want to say no at this point?

2. System Integration

Tantalis will require integration with the ILRR to transfer application data when an application has been deemed "Eligible" by LWBC. This will require the development of an interface between the two systems. The transfer of data from Tantalis to ILRR may also result in data cleanup work, if ILRR rejects data transfers due to basic data validation errors.

Sue	If there is no geometry associated with an interest, how does a spatially enabled system accept the info? It must have a spatial extent before it is posted to the registry. This will have to addressed by data cleanup.

Other Impacts

Colin	Cannot determine impacts until we see a model, then extrapolate from there.
Jp	What information needs to be passed to the ILRR and when
Paul	Where are there are business processes that intersect with ILRR that are carried out on paper, this will have to be addressed – how to pass the information?
Colin	Parallel development projects going on will impact. (ie: petroleum initiatives)
	Some agencies will simply have to adhere to current processes that are now in place.
Neil	What if an agency wants to opt out? There is incentive – long term gain.

C.4.6   Data Issues by Area from the Viewpoint of Agency

Business Risks:
- H – ILRR unusable
- M – serious timescale or effort impact
- L – inconvenience

Possible Solution Options:
- Business Process Fixes
- One-off Data Cleaning Initiative
- ILRR System Features
- Metadata (and what elements?)
- Fix as you go
- Leave as is

Strategies and associated issues identified:
- Cannot rely on participating organizations to provide fixes. Prior to load – clean source data going in. Need to enter into negotiations with data source organizations.
- After cleaning, what are the organizations committing to? Do they have to adjust their business processes? How do they maintain the changes amongst agency staff?
- Constraints/mandatories – need more discussion
- As we load data into ILRR, the system would impose a threshold – will not accept certain conditions of the data. This needs further discussion.

Sierra
New thinking.

Parcel Fabric and Crown Tenure

Review the possible solutions for Parcel Fabric and crown tenure from the view of the North East

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
1. Missing Crown Parcels (lack of notification)	H	Strategy: Rely on ICF	
2. Missing Crown Parcels for other reasons.	H	To be ready for 2005 need to focus on developing a process with SGB – need to capture as many missing crown parcels as possible.	
3. Missing Private Parcels in IPF (Spatial only)	H	Strategy: Rely on ICF	
4. Missing/Inaccurate Plan Information	M		
5. Missing Land Act Plan Images	N/A		
6. Missing Spatial Data (lower mainland)	N/A	Will be corrected	
7. Missing Spatial Data (outside lower mainland)	H	Partly addressed by ICF	
8. Missing Rights of Way Attribute Info	H	Rely on SGB, and Ministry of Forests and Transportation	
9. Missing Crown Grant attributes and images	H	Data registries must fix	
10. Missing Tenure Records (attribute)	H	Land and Water must fix	

Forest Tenures

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
1. Up to 2 years out of date	H		
2. Up to 30% missing data	H		
3. Lack of Consistency Spatial/Attribute	H		
4. representation of licenses, rights of way, leases.	H	Formerly in CLR. Need to assess further.	

Mineral Tenures

Sierra
New thinking.

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
1. Restrictions not in ILRR	L		
2. Rights not identified	L		
3. No links to legal docs.	L		
4. Spatial – inaccurate coal tenure mapping due to NPG grid slivers.	L	Mineral titles online	
5. Spatial - Inaccurate plotting of Mineral Claims & PlacerClaims MiDAGraphics).	M	Conversion issue- will disappear within 10 years	
6. Approximately 700 tenures not plotted on the map.	H		
7. Lpms have not been entered into the spatial dB for the last 8 months.	H	Will disappear possibly a year from now.	
8. Some of the attribute data is not linked to the spatial data (not all the titles are plotted on the map).	H	Will be fixed	

Petroleum Tenures

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
1. No Company Registration Numbers	H (BC Assessment Authority) L (everyone else)	Send id numbers, or company numbers through.	
2. PNG tenures within the Peace River Block are suppose to follow Tp, R, and Sec. boundaries but they not since much of the PRB was not surveyed.	H (BC Assessment Authority) L (everyone else)		
3. Spatial – inaccurate tenure mapping due to PNG grid slivers.	L		

Sierra
New thinking.

Water Rights

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
1. Currency of licensee information.	H (BC Assessment Authority and Ministry of Forests)		
2. Inaccurate spatial location of PODs & works.	H		
3. Incomplete private cadastral data to reference licenses against (i.e. appurtenant parcel).	L (risk of completion)	Completion of ICIS will address this	
4. Incomplete attribute information – missing parcel identifiers (PIDs)	H	If only the PID is the problem, this may be low, if problem #2 is fixed.	
5. Incomplete spatial information (stored as coverages in data warehouse).	H		
6. Incomplete stream network against which to register PODs.	L		

Archaeology Sites

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
1. Inaccurate location and spatial representation of Archaeological sites.	H		
2. Incomplete attribute information for Archaeology site records.	L		
3. Permits don't have a spatial reference	BC Assessment Authority (H) M H (contaminated sites)	It looks like only BC Assessment Authority has a high requirement, medium for all else.	

Sierra
New thinking.

Protected Areas

Issue	Business Risk	Possible Solutions/ Comments	ILRR Business Requirements
Conservation lands – where are they – lands branch should take care of this	H		
Park Use permits – right of ways. (that have interest in the land)	H	Park Use Permit DB (not spatial) Fixed by the Compliance and Authorization Project)	
Accuracy of protected park boundaries descriptions	H		

Forest Roads

Issue	Business Risk	Possible Solutions/ Comments	ILRR Business Requirements
Forest Act Roads – FTAS/ INCOSADA Inconsistencies	H	Cleanup in progress	
Special Use Permit Roads – Duplication between ROADS and PERMITS in INCOSADA	H	Cleanup in progress	
Special Use Permit Roads – FTAS/ INCOSADA Inconsistencies	H	Cleanup in progress	
Forest Service Roads – FTAS inaccurate.	L	Cleanup in progress	
Forest Service Roads – FTAS/ FRMA not linked to INCOSADA	L	Cleanup in progress	

Transportation

Issue	Business Risk	Possible Solutions/Comments	ILRR Business Requirements
Gazetted Roads – no Spatial Database	H	Not surveyed. Lots of roads	
LTO Registered Roads – no Road Parcels in ICF	L		
Section 4 Roads – not surveyed	H	Not surveyed. May be in the road atlas.	
Tantalis Missing Crown Land originally acquired for Highways	H		
Long-term Tenures on Public Roads	L	Billboards – H	
Short-term Tenures on Public Roads	N/A		
Permits on public roads.	N/A		

Sierra
New thinking.

C.5   Core Working Group Workshop Three – Minutes

Date(s)   January 15, 2004

Location   Sierra Systems

                 Victoria, BC

C.5.1   Attendees

Membership	Title	Department/Organization
Olga Kopriva	Manager, Registry Data Services	SRM Registry Dept. (subsurface & forests)
Jim Suterland	Land Surveyor	SRM Registry Dept. Surveyor General)
Al Mackie	Heritage Resource Specialist	SRM Registry Dept. Archaeology
Terry Dinnell	Deputy Registrar, New Westminster	SRM Registry Dept. Land Titles
Doug Say	A/Manager, Business Application Services	SRM Information Management Branch
Eric Fisher	Manager, Branch Operations, Land Information Services Division	SRM Resource Information Branch
Sean Darling	A/Manager Crown Contaminated Sites Program	SRM land planning and corporate policy
Brian Williams	Manager, Integrated Cadastral Fabric	SRM Base Mapping and Geomatic Ser.
Don Mullett	Senior Timber Tenures Forester & Registrar of Timber Marks	MOF Forest Tenure
Chris Kositsin	Manager, Recording Office, Mineral Titles, MEM	Energy and Mines - mineral
Colin Magee	Director, Oil and Gas Titles.	Energy and Mines - petroleum
Deb Miller	Manager, Land Survey & Tenure	Transportation
Nancy Newland	Manager, Property Administration	Transportation
Carole Karlsson	A/Assistant Negotiator	Attorney General (Treaty Negotiations)
Don Macauley	Manager, Parks and Protected Areas Branch	Water, Land and Air Protection
Neil Banera	Service Centre Director	Land and Water BC Inc
Larry London	Director, Application and Approvals	Oil and Gas Commission
Alison Farquhar	Office Supervisor III	BC Assessment Authority
Rosa Munzer	ILRR Senior Project Manager	SRM Integrated Registry Branch
JP King / Sue Bergin	ILRR Business Analyst	SRM Information Management Branch
Paul Ramsey	Refractions Research Inc.	Observer on behalf ILRR
Dona Stapley	Data Integrity Analyst	Ministry of Forests

Membership	Title	Department/Organization
Don Macaulay	Contractor	
Kim Stone	Manager, Recording Office, Mineral Titles	Ministry of Energy and Mines
Paul Hagen	Unit Head, Business Development Unit, SRM	Ministry of Energy and Mines
Doug Glaum	Sites Registry	
Dave Richardson	Manager, Geology	Ministry of Energy and Mines

C.5.2   Workshop Notes

Action items:

- Send out email (Rosa) to get names for consumer and source in prep for questionnaire (Rob)
- Legal issues: we may not be able to give this information away for free. What about the privacy issue
- Steering committee issue (Simon)
- Forest real estate does not have a system – no electronic records, only hardcopy maps. (exhibit A's- attached to a contract. Discussion will be taken offline
- Will there be a regular synchronization of the data between ILRR and agency systems? Is this a legislation issue?

Determine Existing Rights – Request Screen Mock Up

Agency	Comments
	ILRR will Identify overlapping tenures, not conflicting tenures
	Warn user about what they can't see
	Use legal description as a locator for determining existing rights

ILRR Record Identifier

Agency	Comments
JP – Sustainable Resource Management	Will this have any visual meaning – coded value that has meaning?
	Just be number starting from one, on… Or could the number have a special coded meaning
	Is there any requirement for this code to have any meaning

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New thinking.

Agency responsible for issuing the right

Agency	Comments
	Is there a standard code set in gov't?
Carole – Attorney General-Treaty Negotiations	Many variations for Ministry of Forests entering data.
	Drop down boxes that will have values that will change with time
Sustainable Resource Management	Will it change retroactively?
Terry – Land Titles	We go back and change the agency name on titles if the names change
Colin – Energy and Mines	External user needs to know who to contact when looking at a right. Maybe the contact information would be the data that will be updated
Rob	What are we trying to determine- the agency that issued or the operational source system? Example: altos has changed hands…
	When you get a report with a name, what do you want to see? Do you want to see who manages the database that created the record.
Olga – Sustainable Resource Management	The system does not grant rights – we need to know who is actually able to grant rights TODAY. Ex. Sustainable Resource Management manages mineral titles – Energy and Mines has the right.
Rosa – Sustainable Resource Management	You may have to look at all the combined attributes to get the information.
	If you are looking at the report – what are you looking for? Do you care that it was issued in 1850? For determining existing rights - you need today's information in order to determine existing rights.
JP – Sustainable Resource Management	Who issues, who administers, the record should not be changed over time.
	When agency issuing the right changes, the agency id should not change (for historical records)
	Change the requirement to be two things – issuing agency and administering agency – there is a lot of debate over this issue.
Naomi	History would stay with the source
	There may not be a need for the originating agency information

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New thinking.

Agency Record Identifier

Agency	Comments
	If you have an agency file number - this will be used
Requirement?	An additional attribute: identifier type (source) eg: Tantalis ids vs altos ids
	This may be an impact for any systems that don't have this currently.
Carole - Attorney General-Treaty Negotiations	Just need the agency and file number.
Terry – Land Titles	That is the only thing that will be in the ILRR
	If you just have an identifier, when you search on that id, is that the only piece of information that you have? Can you make a business decision based on results that may return more than one result? (identical ids for two different rights)
ISSUE: type	Vote on having an identifier type: There probably is a requirement
JP – Sustainable Resource Management	There is no issue here – enter one number – get a list of 10 results – make your business decision.
	There is a lot of consensus on jp's comment
Issue	Multiple interests on one file number. One pid, and five licenses.
	If the businesses currently have multiple numbers there is still a unique number within their own databases.
Rob	Business key, (file number) and a system key (database unique number-not visible to the user)
	There may be a one-to-many relationship, which if fine.
Type resolution	Type: from a business prospective do you need a type? Vote: YES One file: 3 from one scheme and 1 from another – do you want to put those both in ILRR? Larry - yes

Interest Holder

Agency	Comments
	Do we need to know the interest holder name, is this mandatory???
	Guide outfitter – we don't even have a name sometimes.
Larry – Oil and Gas Commission	The names need to be there and managed by security
	Forestry or Archaeology will have interest holders called "Prov of BC"
Carole -Attorney General-Treaty	If source data cannot provide the mandatory field data – what happens? If there is a business need for this data, the agency must

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New thinking.

Agency	Comments
Negotiations	adapt. Answer: make less mandatory fields
Carole – Attorney General-Treaty Negotiations	Impact is that agency systems must adapt – this is a huge impact, because we have no systems and no budget.
Alison – BC Assessment Authority	What about agency that say- this is not mandatory so I will not submit it.
Issue	Legal issues: we may not be able to give this information away for free. What about the privacy issue?
Terry – Land Titles	Parcels that have 200 names for one parcel.
JP – Sustainable Resource Management	May need a workaround for historical information, but once implementation goes – mandatory information will be in effect.
Rosa Sustainable Resource Management	There will be many parallel initiatives that may address these concerns.
Carole - Attorney General-TN	If you make this optional, you have an opportunity to fix things as we go along
Additional information for interest holders? **Interest holder type?**	More information would add value to the ILRR. AI: issuing agency Colin: I would like to know Oil and Gas Commission tenures as a person wanting to acquire a piece of land Paul: how many systems need BCEID? 3. Ex: Public private. Land titles: they have clients who want to know difference between public and private. Having this information would mean 800 titles a day – but not a problem from land titles point of view. It sounds like group feels that more information here would mean a higher maintenance issue.
Alison - BC Assessment Authority	Mailing address is very important to us.
Terry – Land Titles	Altos 2 is a field based system, altos 1 was not. – how will this look in ILRR?
Conclusion	1. There is a business need for seeing interest holder "name". It is mandatory Interest holder type: no general consensus, problematic in terms of available and cleanliness, there are FOI issues. Therefore: if you can provide it, do so, if not, don't.
Note	Privacy Legislation might change when ILRR comes in.
Questions	Multiple names From previous workshop: ILRR will not reconcile clients. Still in agreement? No common interest holder table. I.e.: take the data as you provide it.
Colin - Energy and	Business need for industry clients

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New thinking.

Agency	Comments
Mines	Percentage of interest for each agreement is captured in our system. Can we identify the primary holder in ILRR? For agreement holders:
	What would this look like? Client name with a percentage value attached to it.
	This is the source document – the legal agreement.
Rob	The interest in this will be agency specific - may add agency specific qualifiers.
	This would not be good in a comments section
Terry – Land Titles	What about the capacity of the owner – John Smith is the executor?
	Or Joint tenancy (just need a link to land titles)
Olga – Sustainable Resource Management	All those are optional fields, and users must know that they are optional and not complete
Carole – Attorney General-TN	If there is a cost involved and the how does not the user know when there is a deficiency – no value for money

Interest/Right Type - Additional attributes

Agency	Comments
Legislation?	No not needed, it may not be the ILRR's role to provide this. NO
Carole	Want all legal information available
Colin – Energy and Mines	For Crown grants research – may want to see this
Agency?	Ie: Who is currently responsible for this right type? YES
	Example: Oil and gas as issuing agency, and agency responsible for the right is someone else.
	Note: Attribute of the interest: Do you need to know who originally issued it? YES
Theme?	Ex: minerals, petroleum, archaeology: YES
Agreement type?	Permits, licences - YES (remember, that a license to one agency is not the same to another agency)
Surface Class?	Ex: airspace, subsurface. YES
Def. of interest type?	YES
Issue:	There may need to be a mapping between agency definitions and ILRR definitions.
	Confidence on the interest record? NO Could anyone supply this data to ILRR? Crown land could supply this information.
Carole	Will not ultimately rely on ILRR to do final business.

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New thinking.

Interest/Right Status - List of values

Agency	Comments
	Change "application" to "request", is there agreement? YES
	Change granted to active - Yes
Larry	Add: withdrawn?
	No. ILRR will not maintain history of requests. Therefore we will never have withdrawn requests.
	Add Suspend a permit. This permit can be reactivated.
Chris	Add Protected? A right will show expired, but it is actually protected. No
	Do we need a distinction between expired and cancelled? NO – change to Inactive

Interest/Right Description

Agency	Comments
	Is this mandatory to put into ILRR? Come back to this issue - Optional

Conditions

Agency	Comments
	This is optional–but there are implications around null values but we do want to know the conditions.
Rosa Sustainable Resource Management	For parks yes, for mineral reserve yes
Condition type?	No
Paul	The absence of conditions does not mean there are no conditions. Therefore: 1. No conditions 2. Condition data not available No null values

Restrictions

Agency	Comments
	Restrictions are the same as conditions. Would you ever want to see conditions and restriction separately? No – these are in fact one field.
JP – Sustainable Resource Management	Should this be the entire document, or a notation that there is a description – YES – some restriction docs are very large.
Colin – Energy and Mines	You will want to capture that information Formal encumbrances – this could be part of restrictions

Agency	Comments
Rosa – Sustainable Resource Management	There could be link to the huge document.
Conclusion	Restrictions and conditions in one field

Location Legal Description

Agency	Comments
Carole - Attorney General -TN	Would want to search on this.
	"Structured" may mean in a technical sense – the description should not be strung together
	Need a structured breakdown in data and in interface. Look at Land Titles.
	Optional

Geometry

Agency	Comments
	Mandatory
AI- Sustainable Resource Management	What if there are multiple polygons? Not necessarily a polygon, could be a point, line, etc.
Pat	Are we interested in altitudes? Elevation = YES (may be complex) This is optional
Colin – Energy and Mines	How far below ground is of interest- we describe this in a textual way
Rob	Do we need to see the whole textual description - need to see a consolidated version.
Carole – Attorney General-Treaty Negotiations	Incomplete legal description going in? Can I still do this search through ILRR? YES – but the results may not be as narrow.
Larry -Oil and Gas Commission	There a certain restrictions on elevations

Geometry Accuracy

Agency	Comments
Paul	If the data doesn't have an accuracy component – can we enter "unknown"? You can't have Unknown.
Paul	Everything will have some measure of accuracy, it allows you to know how a query is hitting other features.
Rosa	Would we need a confidence level for the legal description? It is very difficult to attribute accuracy to entire record

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New thinking.

Agency	Comments
	But we are discussing geometry accuracy. 20 metres
Jim - Sustainable Resource Management	Need Relative accuracy and absolute accuracy.
Conclusion	Mandatory – derived from the interest Type

Start/End Dates

Agency	Comments
	Need to address date format
	Date stamps: Date that it is recorded in ILRR should be date stamped.
	End date is optional – no auto renewal.
Chris - Energy and Mines	Is there ever a need to use the time as well as the date? NO
Additional attributes	
AI – Sustainable Resource Management	A site that has been remapped, suddenly overlaps another interest (or shrinks)– start date is the date it was first recorded Update will take care of this issue.
	Roads don't have a start date – yes, the date it was designated is it's start date.
	Change the name of TERM to Start and End Date
ATTRIBUTE	Do you want to know the duration of the term – attribute called TERM: YES
Colin – Energy and Mines	What about "Subsequent terms"
	Wouldn't duration be calculated from start and end dates. No, sometimes there is no start date.
Terry – Land Titles	Should not be mandatory for start date.
	What is mandatory in ILRR?
AI – Sustainable Resource Management	What about expiry dates - end date is passed but the right is still active.
	ILRR will not expire anything automatically
Additional attribute	Statutory 60 day period before expiry. I.e.: renewal terms. May be derived from the interest type.

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New thinking.

Request Date

Agency	Comments
	The date that the agency accepts the request.
	Probably time stamp sensitive.

Interest Date

Agency	Comments
Carole – Attorney General-Treaty Negotiations	Interest date is mandatory
	Gap between interest date and create date= lag between getting the information into ILRR

Sensitive Record - Will be covered in Data Access discussion

ILRR create date

Agency	Comments
	Date that the record was added to ILRR.

ILRR Update date

Agency	Comments
	Interests that have not been expired in ILRR, even though term has ended.

NOTE: We have determined that querying ILRR for stat using purposes, is merely a smaller subset of the larger query: Report on Interests or Request parameters. Canvass group for consensus, comments. There is agreement on this.

ILRR Record Identifier

Agency	Comments
	Type it into a field.
	No wildcards.
	This number may never be used.
	Ranges will not be used.

Agency

Agency	Comments
	Differentiate between issuing agency and granting agency
	Need query controls

Sierra
New thinking.

Agency Record Identifier

Agency	Comments
	Range of values? YES
	Wildcard YES

Interest Holder

Agency	Comments
	Multiple values? YES
	Wild Cards? YES
	Might want a two stage search approach- holder, then interests
	How about search on other attributes of the interest holder – ie: address, etc. FOI issues. Possibly the BN will be searched on?

Interest/Right Type

Agency	Comments
	Coded list.
	Use other attributes (legislation is removed) for searching? YES

Interest/Right Status

Agency	Comments
	Enter desired Interest/Right Status
	Use drop down lists or similar mechanism

Location

Agency	Comments
	Enter coordinates Use Map Viewer to select a location
	Include Elevation

Legal description

Agency	Comments
	Enter structured fields, structures may be different.
	May result in
Colin – Energy and Mines	Z factor? You should be able to describe it textually. But then you can't search on it.
Simon	This could be modelled
	Should we revisit elevation discussion? Yes

Spatial Relationship

Agency	Comments
Carole – Attorney General-Treaty Negotiations	What about the accuracy issue – how confident are you
	Need a user-definable buffer, to be able to expand your area as required.
	When you are statusing, you have the legal description, which is when you have the need for the buffering.

Term

Agency	Comments
	What other options for setting Term parameters will you need?
	Will you want to be able to use other attributes of the Term as parameters? Example: Term Duration?

Request Date

Agency	Comments
	No comments

Interest Date

Agency	Comments
	No comments

Report on Interest or Applications – Contents – summary

Agency	Comments
Carole – Attorney General-Treaty Negotiations	Add legal description

Report on Interest or Applications – Contents - detailed

Agency	Comments
	No comments

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New thinking.

Report on Interest or Applications – Contents-customized

Agency	Comments
Colin – Energy and Mines	Look at other agency formats
Colin – Energy and Mines	This type of customization would be good- build whatever report you need.
Rob	Recognize that you are only talking about a dozen fields.
	Need filtering functions.

Report on Interest or Applications – File Format

Agency	Comments
	Any other output? XML
Larry – Oil and Gas Commission	Would like indication on report of what filters and parameters that you have used

Save Query Use Cases

Agency	Comments
	Save query to User Account: Save query to request/interest record
	What will be saved?
Larry	Generic or query templates that another user could use. It is not connected to a specific A saved query should be able to be accessed by other users. Ie; saved to the organization
AI – Sustainable Resource Management	What you really want to know is: is there anything new since I last ran this query?
New Query parameter	This record changed since…. If it has changed, it would tell WHAT has changed.

Update Interest Holder Information

Agency	Comments
This is undecided	Because we don't have a client table, we will need to update every record
	What if interest holder is not unique, a challenge to find it, then update it.
Larry – Oil and Gas Commission	If you make a business decision to put the information into ILRR in the first place, you have an obligation to keep it up to date
Carole	When changes are uploaded to ILRR - agency will update their own records in ILRR but changes will not be reflected in other agency data within ILRR.

Search for Record

Agency	Comments
	Useful as a way to get allocation the use the location as a query parameter**.**

Data Access Model

Agency	Comments
	Ex: We want to record an interest /application that is only visible to certain organizations. Answer: not between agencies Sensitive data
	Within my organization I want to record data that is not visible to other users. Answer: this is a requirement
	Access may be defined for an interest type Or for a specific interest. Or even for a specific interest type Or even for interest type and status

Four levels of access to data

Agency	Comments
	Four levels of access to data: Full, existence; notice; None
Carole – Attorney General-Treaty Negotiations	Thinking about a piece of land, there is a map, put it in the ILRR as an interest but let no one see it, so they can use it as a query tool. This would fall under category 4 - NONE
AI – Sustainable Resource Management	Need a unique id returned from the NONE option, so that we can research the query. (this could be the agency ref id)

Four levels of user privilege and access profiles

Agency	Comments
	Level 4 has the least privileges.
Doug – Sustainable Resource Management	Setup and maintenance is huge

Sierra
New thinking.

Possible Simplifications

Agency	Comments
	Do you want to restrict access between organizations?
Colin – Energy and Mines	During negotiations, do you want to just share information with one organization and no more? Yes.
Doug – Sustainable Resource Management	Can't you do this confidential communication outside of ILRR?
	Assigning individuals within the organizations to this data. There is flexibility when we define the organizations, ie: Organizational Groups instead of organizations.
Conclusion	We may not be able to simplify, without changing the way our business
Sue	We have sharing agreements in place right now, we cannot grant rights with one eye closed, sign a data sharing agreement, and carry on. Elevate this issue to steering committee
Do you really need all these levels of access within the individual organization?	
Colin – Energy and Mines	Would like just one level of access for ILRR within our org
Deb Transportation	May not want contractors viewing ILRR
Carole – Attorney General-TN	Fees: if there are costs attached to using the system this may affect access.
Doug	Can you utilize the security that is currently set up in the warehouse?
Default profile	
Reduce the numbers of access types? (delete "existence") therefore left with Full, Notice, and None	
Sue	We can't do this if we oversimplify the organizations

Wrap up:

- Interest records will stay in ILRR
- What type of history? Conversion of old records from source systems, or from implementation onwards. Budget issues.
- Keeping history means:
  - not deleting expired interests,
  - it does not mean keeping a history of all changes. Keep - Current or latest
- Want to have the history of the land use
- Owner name changing over time – does this matter and does this need to be in ILRR? No, look in own business system.
- Sue: modified tenure – you can modify the geometry – so the old (expired) and the new (current) geometry must be maintained.

Sierra
New thinking.

- Every record gets date stamped, but we may not keep the prior values, so doing a query with a date range will not return all prior values of the record.
- ILRR is only a snapshot in time as of today.
- Sue: then why are we interested in expired records? Because there is a 60-day renewal period, in which they are not officially expired.

C.6   *Northeast Working Group Workshop One – Minutes*

Date(s)   January 28 - 29, 2004

Location   Fort St. John, BC

C.6.1   Attendees

Name	Title	Department/Organization
Bill Adair	Planning Officer	SRM land planning and corporate policy
Doug Say	Manager, Business Applications	SRM Information Management Branch
Rosa Munzer	Senior Project Manager	SRM Integrated Registry Branch
Roger St. Jean	Operations Manager	Forests BC Timber Sales
Hays-Byl, Winn	Ops. Manager-Stewardship\CSM	Ministry of Forests (District)
Mike Malin	Aboriginal Liaison Officer	Ministry of Forests (District)
Andy Ackerman	Regional Manager	Water, Land and Air Protection
Kubian, Jason	GIS Technician, Planning, Innovation and Emergency Division	Water, Land and Air Protection
Elder, Leslie	Provincial Approving Officer	Transportation and Highways
N/A No employees in north		Energy and Mines
N/A No employees in north		Treaty Negotiations
Marianne Novotny	Admin Technician	Land and Water BC Inc
Penny Buckler	Oil and Gas Program Manager (Applications and Approvals)	Oil and Gas Commission
Grant Fox	GIS coordinator	Oil and Gas Commission
Herb Lexa	Appraiser III	BC Assessment Authority
Clayton, Anne	Deputy Assessor II	BC Assessment Authority
Glen Harvey	Manager CAD and Mapping	Waberski Darrow (Survey Company)
Mike Waberski	Partner	Waberski Darrow (Survey Company)
Steve Bennett	Mapping Supervisor	McElhanney Associates (Survey Co.)
Terry Nalor	LG Technical Liaison	Integrated Cadastral Information Society
Judy Baldwin	Local Government Communications	Integrated Cadastral Information Society
Dilsher Virk	General Manager	Integrated Cadastral Information Society
Mary N. Fus	Walsh and Fus	Law Society of British Columbia

C.6.2   Workshop Notes

Summary of all issues/concerns

Agency	Comments
Sustainable Resource Management	The ILRR will not change the business processes, but the project will support changes to individual agencies processes
Oil and Gas Commission	Issue with the definition of "registry" or what ILRR really is in a legal sense. What about the conflict that it isn't registered against the parcel in the land titles office? Answer: There will be legislation, may not be in time for NE implementation
Oil and Gas Commission	All use case scenarios are assuming the same front end. Would like to see bringing registry data into our own system. Originally thought ILRR was going to be a data warehouse. Answer: do not want to corner ourselves into one access solution. Shouldn't have to use the ILRR tool to get at the ILRR data.
Oil and Gas Commission	Need to have e-survey tied ILRR. Want to download data and manipulate it for statusing purposes.
Sustainable Resource Management	All data exchange agreements will be the difficult part. ILRR will be a data set that people can build their applications on.
Rob	Access Types: 1. User interface to visualize the data set 2. Data feed – feature based set of interests – could be used to populate a desk top system 3. Produce hard copy maps – map viewer We will reuse standard tools where possible.
Rob	Source registry (i.e.: land titles registry, tantalis) – instead of issuing agency do we want to call it the source registry, or record both?
	CWG: Who originally issued the interest and who is responsible for the interest NEWG: Also: Which logical registry did it come from?
	ILRR could also keep track of changes to the interest type. There could be legislative issues
Oil and Gas Commission	Conditions_restrictions Ex: grazing permits all have conditions and restrictions; too much information for the system, do not want to see this field at all on the system. Answer: need to have a flag to direct user to the documentation. Need to change the 3rd bullet: From conditions/restrictions information is not available to: conditions/restrictions information is available at the agency.
Water, Land and Air	Location_Legal_Description -Park mapping – flag in database- official description is geometry, need metadata (qualifier on the legal description which will be a reference to a particular document)

Agency	Comments
Rob	Geometry -Accuracy is a measurement, confidence cannot be qualified.
Water, Land and Air	Sensitive_Record - Would like to see a warning system that will alert user to conflicting information or requests. The "bell" system: a localized popup.
ISSUE	Do we need an attribute on the interest record – is this crown or private land?
ISSUE	We need to provide an information package to the recipients of the questionnaire that may not know the extent/scope of the project.
Waberski Darrow	Overlapping polygons – Must understand that a correct business decision is different than low quality or inaccurate data. Should separate these two terms. Quality strategy. Answer: the two are conflicting right now because today we can't fix the problem, but going forward, we could. Answer: legislation may dictate quality levels.
ISSUE	May want to add to the questionnaire: What type of map are you currently using?
ISSUE	The project requires continuous interaction with the Northeast group all the way through to deployment, but it is recognized that resources will be stretched thin.
Transportation	Can we change the acronym? Answer: Just call it "the Registry"!

Introductory Questions

Agency	Comments
Water, Land and Air	Need a commitment from Sustainable Resource Management. Also, is it going to be free for gov't users.
Sustainable Resource Management	We cannot address that here, we have not received any direction to date, to charge. The cost structure will be a steering committee issue. We need to look at the various cost structures of the agencies who now charge for data.
Water, Land and Air	We don't charge for information now, don't want to have to pay for it in the future.
Sustainable Resource Management	That is the current vision – echoed by the core working group
Transportation	Land reserve is not in scope?
Sustainable Resource Management	Not represented on steering committee, but will be at client user group – yes, in scope.

ICIS Presentation

Agency	Comments
Oil and Gas Commission	Concern: if 2 agencies have conflicts (eg: over lap of tenures) – who is responsible for the conflict?
Integrated Cadastral Information Society	Each agency is responsible - Integrated Cadastral Information Society will show the conflict
Sustainable Resource Management	Mapping is representational – there will be a buffer – we will not resolve conflicts for the decision makes.
Oil and Gas Commission	Quality of data is imperative- who is at the centre of responsibility?
Simon	First step is to let agencies know if there is conflicting data – then resolve it.
Water, Land and Air	Conflicting tenures project is dealing with all these issues. In northeast – we are trying to make sure the data is clean going in. Then set up a process- when the data changes there will be an automatic process that shows that there has been a change.

ILRR Scope Issues/Questions

Agency	Comments
Water, Land and Air	A description of each right – this work has already been done - Conflicting tenures project – quick ref guides are a description of each right is this already done and will be posted on Sustainable Resource Management website – each specific right – e.g. trap line
BC Assessment Authority	Integrate ILRR into Integrated Cadastral Information Society. Same data - one click should get you the information you need.
Integrated Cadastral Information Society	Why not keep applications history in ILRR? Answer – in your business processes you keep the application information within the agency – you will make a business decision based on what you retrain within your own agency. No application history in ILRR. Other feedback: may confuse the ILRR… too much info - need a real time database – should not go in ILRR until it is approved interest.
Oil and Gas Commission	What about tenures that no longer exist? It is a vacant crown parcel…there has to be historical archive – answer – this will be in ILRR
Waberski Darrow	Pending applications are important – not history of applications
Oil and Gas Commission	There may be a need for an applicant to see other applications so

Sierra
New thinking.

Agency	Comments
Transportation	that they can tailor their application to meet specifications. The ILRR is being used as our database – this is our working tool Answer: this is not a business system tool – we are not replacing your business systems. E.g.: rejecting a floodplain application is of interest to other agencies – they will want to know this.
Water, Land and Air	Contaminated sites issue, this information needs to be in ILRR. Answer: it is within scope.
Water, Land and Air	Track historical changes to spatial information? Answer: no- only keep the current version of the interest.
Waberski Darrow	Each agency will decide when to submit the data? Answer: yes but not in isolation – there will be discussion.
Sustainable Resource Management	You can put a tenure in a park and ILRR will not disagree.
Water, Land and Air	Won't this lead to a mistrust of the data if we allow this? Answer: there will be a parallel plan to correct the issues with data. When? By next March.
Sustainable Resource Management	Olga is working on the date quality issues.
Water, Land and Air	Need all data fixed before go live! Otherwise agencies won't use the tool. We don't have time to worry about errors in the data. Defer implementation instead. Answer: data needs to be "good enough"
Waberski Darrow	Better to have data that is inaccurate than nothing at all - at least you have something to look at.
Water, Land and Air	Do not agree - Statutory decision maker – need a dead on decision- because decisions can be appealed, therefore, need accurate data to base decisions on.
Oil and Gas Commission	Don't want inaccurate data
Water, Land and Air	This is only one of the tools to do your business, not the definitive tool.
Water, Land and Air	We no longer do referrals – Water, Land and Air will not say no or yes. Also another issue: A huge loss of corporate memories - younger group coming in.
Waberski Darrow	Any confidence level in the data? Answer: yes, this will be discussed.

Outstanding Issues from previous workshops

Agency	Comments
FEE COLLECTION	
Water, Land and Air	Re fee collection for data: not feasible, must be free.
Transportation	If no fees being charged how will it pay for itself? Answer: economic growth, etc
DATA ACCESS	
Transportation	Each agency dictating what is sensitive?
Integrated Cadastral Information Society	FOI issues

ILRR Process Review:

Review of Rights/Interests and Organizations ILRR Scope Issues/Questions

Agency	Comments
Waberski Darrow	Any analysis on interests that are not dynamic? Some interests are more critical, some are more stagnant, they vary by theme. Need to focus your efforts on the more dynamic.
	Answer: looking at how dynamic and how important each is.

C.6.3   Use Cases

Register a request

Agency	Comments
	Use ILRR as centralizing requests? Answer:
Water, Land and Air	First you need a permit. A person wants to apply for land – go to ILRR, review the interests, use drop down list to select the appropriate applications, and then the system will automatically kick you over the agency system, then the agency system will take over, where the appropriate application form would exist.
	Gov't portal - Much larger project – electronic - all government applications - this is something we need to look into.
	Concern: consistency and need for these applications: there are standards per agency – so do we standardize within ILRR?
Transportation	Every application in government has the common denominator
	Do we depend on other efforts in gov't or is ILRR looking for a solution for go live in march 2005.
	Authorization and compliance project needs to be considered.

Agency	Comments
Integrated Cadastral Information Society	When the ILRR id is created – does this ID get transferred back into agency application? So when a client comes in with an ILRR number, will we know what this number means? Answer: leave the agency the choice to use ILRR id or their own agency code. Both ids exist.

Amend a request

Agency	Comments
Waberski Darrow	Changes are done on agency system – then ILRR gets the changes.

Report on Interests and requests

Agency	Comments
Water, Land and Air	Produce maps out of ILRR? Answer: yes, because there is a spatial component to the registry.
Water, Land and Air	Couldn't ILRR says; "your report is not runnable – here is an alternative to what you have requested", or "narrow parameters of search". Answer: this makes sense for ILRR.
Waberski Darrow	What is qualified as localized area? Answer: cannot answer this, it depends on the type of interest.
Transportation	Speculator could ask for all available information on crown lands.
Sustainable Resource Management	There are people in public that want to know more than just "a point on a map"
Oil and Gas Commission	Special interest groups?
	Cannot id special interest groups apart from general pubic
Water, Land and Air	We have "nuisances" in the business – many FOIs in one week – they would love to get into ILRR. Use a system administrator to limit the size of the query?
Transportation	Have it for free, but only a little bit at a time.
Transportation	See no problem to charge the general public.
Waberski Darrow	Public inquiry is the last area of concern? Answer: As far as the business requirements document is concerned, we have to know the details and scope of public inquiry so it is in scope.
Integrated Cadastral Information Society	Design for 95% of your public, here's what the system will handle for them.
Land and Water	Many hits at the same time on ILRR – can it handle this on a performance perspective? Answer: yes, we will look at this and it will handle it.
SAVE QUERY	
Oil and Gas Commission	We save queries all the time in our own systems.

Sierra
New thinking.

Agency	Comments
Transportation	Could we set up a template for highways? Then change the legal description depending on what you are looking for? Answer: Yes.
Waberski Darrow	This should be considered standard features, not an option.
Water, Land and Air	Query parameters could be limited by the security level Screen upfront as opposed to back end. What if there is a query saved to organization and a person with the wrong security level tries to run the query. Not allowed access? Only if access is more granular than "organization"
Oil and Gas Commission	If we forget the name of the query, we create another one, and our system could get really congested – so there is a mgt issue. Ability to search by words. Also: if the query has not been used for a year (usage analysis), it should auto delete.
Waberski Darrow	We need to be keepers of data. Set it up so users save their own queries, download the data to work with it in their own system. This data will not go back to the ILRR, but maybe an updated request or interest information.
	Do we want to know how many times a query was executed?
Waberski Darrow	Two things: Geographic scope and the timeline of the information - don't clog the system
Issue	Application – comes through agency
	Integrated Cadastral Information Society and other agencies will ensure that the data is sufficient for ILRR.
Waberski Darrow	Concern: 30 keepers of standards of how these polygons go into ILRR.
Integrated Cadastral Information Society	Answer: Integrated Cadastral Information Society should minimize this (spatial clearing house to do quality checks) Answer: the data will be resolved by the time it gets to the ILRR - but it will not be handled by the registry.
Sustainable Resource Management	By some mechanism it gets resolved today within each agency, that will continue, or business processes need to be re-examined.
Integrated Cadastral Information Society Sustainable Resource Management	Improving public access to this information is part of this project? I.e.: public goes into ILRR to apply (for example) for a dock: ILRR will tell you which agency to go to? Answer: possible links to the various agencies. Yes Composing an application for a particular agency – no. There will be links to documentation.
Water, Land and Air	This should be handled by the Portal project.

Agency	Comments
Integrated Cadastral Information Society	ILRR will help to bring data problems into focus for resolution.
	Will agencies redirect public to ILRR?
Transportation	We need to reduce workload, so we will redirect public to ILRR
Integrated Cadastral Information Society	What about local gov?
Sustainable Resource Management	Answer: everyone has access, just depends on level of access.
Transportation	The report is immediate?
	Answer: some types of reports may go into a queue.

C.6.4   ILRR Intersects and Impacts

Intersect 1: Review available information/display registered interests

Agency	Comments
Water, Land and Air	This intersect is Long overdue.
McElhanney Associates	Have been doing this for a while – client requests this information and we research it.

Intersect 2: Determine request eligibility/display registered interests

Agency	Comments
	If report is saved from impact one, could oil and gas use this saved the report?
Water, Land and Air	Important to bring regional and headquarters together. Should not work separately from core working group.

Intersect 3: Perform OGTRP research/display available information

Agency	Comments
	No comments

Intersect 4: Determine agencies for referral/display agencies for referral

Agency	Comments
	No comments

Intersect 5: Assemble referral packages/record parcel request

Agency	Comments
Waberski Darrow	What about consulting with other stakeholders that will be affected: public, first nations, etc. Answer: This is an internal business issue.

Intersect 6: Review request and URL/display request/mapping information

Agency	Comments
Water, Land and Air	What is dealt with in reality in north - may not be the same as south
Waberski Darrow	Comments repeated from above: What about consulting with other stakeholders that will be affected: public, first nations, etc.
Oil and Gas Commission	Add to the models-who can see the information, who can benefit from it.
Sustainable Resource Management	First nations – let them know that there is an application
Ministry of Forests	Where do you draw the line for administering all agencies business?
Sustainable Resource Management	The ILRR will not change the business processes, but the project will support changes to individual agencies processes
Oil and Gas Commission	Deferred – that is what general public would want to see. There is an application but it is deferred. It is the agency's view of the request.
	We need to refrain from trying to reorganize the processes of the agencies in this session.

Intersect 7: Clearance/referral notification

Agency	Comments
	No comments

Intersect 8: Evaluate all available input/display available info

Agency	Comments
	No comments

Intersect 9: Adjudicate Bids/update status of request

Agency	Comments
	No comments

Intersect 10: Issue Agreement/record legal interest

Agency	Comments
	No comments

Intersect 11: Receive and update title information/update legal interest

Agency	Comments
	No comments

Intersect 12: Receive and Review Reports/return report results

Agency	Comments
	No comments

Wrap up

Agency	Comments
Sustainable Resource Management	Some of the northeast should join the client user group meetings. Ie Andy should attend.
Water, Land and Air	We also need surveyors, etc.
Sustainable Resource Management	Who else needs to be part of the client use group
Sustainable Resource Management	Tribal counsel – treaty 8 should be consulted
ACTION	Problem with date of client user groups. Oh darn.
Ministry of Forests	Concerned with forest development plans as well as all other plans that are associated with the given forest tenures, as it is these plans that enable activities for forest development within the tenure. There is significant investments in the planning process, as required in the tenure administration. Answer: it would be the pre-application stage - the information would be recorded in ILRR. Need to determine what is in those plans and what goes into ILRR.

Day one recap/day two intro

Agency	Comments
Land and Water	Pending request (2 records: short term – 1st record and 2nd record is long term). Future dated interests.

Use Case Summary – Receiving and Reviewing Requests

Agency	Comments
Oil and Gas Commission	Need to talk to petroleum titles. From the view of the Agency, having a history of applications is Deferred and pending applications: certain parties are interested in seeing this status, this will be in ILRR as an application.
BC Law Society	Clients want to know about (for example: water licenses) that would conflict with their interests.

Sierra
New thinking.

Use Case Summary – Issue Interest or Right

Agency	Comments
Oil and Gas Commission	Issue with the definition of "registry" or what ILRR really is in a legal sense. What about the conflict that it isn't registered against the parcel in the land titles office? Answer: There will be legislation, may not be in time for NE implementation
BC Law Society	What about federal rights in this registry

Use Case Summary – Rights Management

Agency	Comments
	No comments

Use Case Summary – Receiving and Reviewing Requests

Agency	Comments
	No comments

Use Case Summary – Administrative Processes

Agency	Comments
	Linking to other systems, ie Gator - log in again? There may be a way around this – we can't solve it in this workshop
Oil and Gas Commission	All use case scenarios are assuming the same front end. Would like to see bringing registry data into our own system. Originally thought ILRR was going to be a data warehouse. Answer: do not want to corner ourselves into one access solution. Shouldn't have to use the ILRR tool to get at the ILRR data.
Water, Land and Air	Authorization and compliance project will have a need to pull data to ILRR?
Oil and Gas Commission	Need to have e-survey tied ILRR. Want to download data and manipulate it for statusing purposes.
Oil and Gas Commission	Want: Automated statusing – Answer: that is what ILRR providing
Water, Land and Air	Is it a mapping tool? Can we flip it into IGOAT? Answer: we need to explore this further given technical issues. Need to define "data" and look at flexibility in gov't
Sustainable Resource Management	All data exchange agreements will be the difficult part. ILRR will be a data set that people can build their applications on.

Sierra
New thinking.

Agency	Comments
Rob	Access Types: 1. User interface to visualize the data set 2. Data feed – feature based set of interests – could be used to populate a desk top system 3. Produce hard copy maps – map viewer We will reuse standard tools where possible.
Land and Water	Can we put the map that is created into another application? Answer: yes

Data Review – Registering a request

Agency	Comments
	No comments

Data Review – Determining Existing Rights

Agency	Comments
	No comments

C.6.5   An ILRR Interest Record will contain:

ILRR_Record_Identifier

Agency	Comments
Any other attributes that the ILRR interest record should contain?	
Land and Water	Document number-this is for the Land Act (different from the file number) They are unique to each file – no more than 1 doc per interest.
Water, Land and Air	Legislation? Multiple statutes Question: do you want to know what legislation belongs to an interest type?
Transportation	Yes
Oil and Gas Commission	Yes
Water, Land and Air	Yes
	What about when legislation changes? An interest issued under a different piece of legislation
Elizabeth	Interest type: what if interest type changes? Do we need versioning for interest type? Answer: go to the date of the interest for the information. This was determined to be a non-issue- use the current legislation.
Oil and Gas Commission	Having the legislation in ILRR will mitigate some of the calls from lawyers

Issuing_Agency_Identifier

Sierra
New thinking.

Agency	Comments
Land and Water	Oil and Gas Commission will start the shape, the Land and Water finalizes the shape – we are the administering agency. Oil and Gas Commission makes the decision and issues the tenure. Is there a need to record Land and Water's involvement?
Rob	Source registry (ie: land titles registry, tantalis) – instead of issuing agency do we want to call it the source registry, or record both?
	CWG: Who originally issued the interest and who is responsible for the interest
	NEWG: Also: Which logical registry did it come from?
ISSUE	Would be nice to see where the interest type changed: ie ecological reserve becomes a park. Answer: This is covered in ILRR by tracking interest.
	How about a generic comment field that you can add information about history.
	But: if you change the interest type to a new type – maybe this is not acceptable for ILRR - you need to retire and replace with a new interest and give the same file number to the new interest.
	ILRR could also keep track of changes to the interest type. There could be legislative issues
Integrated Cadastral Information Society	ILRR job is to say where current interests are on a land. If you have a flag Y/N that there is history here, one attribute would work – then go to the agency

Issuing_Agency_File_Number

Agency	Comments
	No comments

Issuing_Agency_System_ID

Agency	Comments
	No comments

Issuing_Agency_System

Agency	Comments
	No comments

Interest_Holder

Agency	Comments
Water, Land and Air	Companies change their names so often. Need a caveat - contact the agency
	For a highway – who is the interest holder? Legislation defines this.

Interest_Holder_Address

Sierra
New thinking.

Agency	Comments
	No comments

Interest_Holder_Phone

Agency	Comments
	No comments

Interest_Holder_E-mail

Agency	Comments
Water, Land and Air	Will ILRR protect people from being spammed if you have the email address? Answer: This information is not available to general public or industry, only gov't.

Interest_Holder_Business_Registration_Number

Agency	Comments
	No comments

Interest_Holder_Type

Agency	Comments
	No comments

Interest_Holder_Percent

Agency	Comments
Water, Land and Air	Not available from guide outfitters

Interest_Holder_Capacity

Agency	Comments
	No comments

Interest_Status

Agency	Comments
	CWG: Requests are removed from ILRR
	CWG: history of interest changes not kept
	Poll the group:
	NEWG: this is acceptable to the group

Interest_Type

Agency	Comments
Water, Land and Air	Is there a grouping field for interest type? Answer: Interest theme

Sierra
New thinking.

Interest_Theme

Agency	Comments
	No comments

Agreement_Type

Agency	Comments
Oil and Gas Commission	What is the difference between license, tenure?
Water, Land and Air	There is a difference.
Oil and Gas Commission	Popular query – give all agricultural lease – need to be aware of this for possible overloading system

Surface_Class

Agency	Comments
	No comments

Interest_Agency

Agency	Comments
	No comments

Interest_Agency_Address

Agency	Comments
	No comments

Interest_Agency_Phone

Agency	Comments
	No comments

Interest_Agency_Email

Agency	Comments
	No comments

Interest_Description

Agency	Comments
	No comments

Conditions_Restrictions

Agency	Comments
Oil and Gas Commission	Ex: grazing permits all have conditions and restrictions; too much information for the system, do not want to see this field at all on the system. Answer: need to have a flag to direct user to the documentation. Need to change the 3rd bullet: From conditions/restrictions information is not available to: conditions/restrictions information is available at the agency.
Water, Land and Air	Agencies should use the word "special conditions apply" or Standard conditions apply

Location_Legal_Description

Agency	Comments
Transportation	Different parameters: unsurveyed land, etc? PID should be optional
Water, Land and Air	Park mapping – flag in database- official description is geometry, need metadata (qualifier on the legal description which will be a reference to a particular document)

Geometry

Agency	Comments
Oil and Gas Commission	Confidence level issue –TRIM has confidence and accuracy levels. Confidence – we only deal with level one and two. It is based on who the data came from. It is somewhat attributed to accuracy.
Rob	Accuracy is a measurement, confidence cannot be qualified.

Geometry_Accuracy

Agency	Comments
	No comments

Geometry_Accuracy_Unit

Agency	Comments
	No comments

Elevation

Agency	Comments
Water, Land and Air	Very important information. Wind power will greatly impact air space rights.

Sierra
New thinking.

Start_date

Agency	Comments
	The date the interest became effective. (commencement date)

End_date

Agency	Comments
	No comments

Term_duration

Agency	Comments
	No comments

Term_Duration_Unit

Agency	Comments
	No comments

Request_Date

Agency	Comments
	No comments

Interest_date

Agency	Comments
	No comments

Sensitive_Record

Agency	Comments
	ILRR does not warn user about conflicting information - the responsibility is within the agency.
Water, Land and Air	Would like to see a warning system that will alert user to conflicting information or requests. The "bell" system: a localized popup.

ILRR_Create_Date

Agency	Comments
	No comments

ILRR_Update_Date

Agency	Comments
	No comments

Sierra
New thinking.

C.6.6   ILRR Determine Existing Rights – Query Parameter Screen

Other parameters

Agency	Comments
BC Assessment Authority	Assessment roll number query? This would be the agency ID
Oil and Gas Commission	Will you have UTMS? Answer: yes
Waberski Darrow	Search on elevation? Answer: yes, but querying by optional fields doesn't give you a complete list. Search on interest theme? Answer: any attribute of interest is searchable
Integrated Cadastral Information Society	Administrative boundary. Answer: geometry
Sustainable Resource Management	Search capability will exist – how it is done is to be determined
Water, Land and Air	Search on conditions? Answer: hard to search on a text field
	Does admin boundaries also includes electoral? Answer: yes
Waberski Darrow	How to separate crown from private? Need to be able to search on these.
Water, Land and Air	How many well sites on private land in North East?
ISSUE	Do we need an attribute on the interest record – is this crown or private land?

Spatial Relationship and Buffer

Agency	Comments
Integrated Cadastral Information Society	Steer clear of "Intersects" – because of accuracy

Report on Interest or Applications - Functionality

Agency	Comments
	No comments

C.6.7   Report on Interest or Applications – Standard

Summary Report

Agency	Comments
Water, Land and Air	Draw a polygon – then show me the hectares
Waberski Darrow	Customize your own summary report and save them

Sierra
New thinking.

Detailed Report

Agency	Comments
	No comments

Customized Report

Agency	Comments
	This will be the most valuable

Report on Interest or Applications – file format

Agency	Comments
	XML, GML,
Water, Land and Air	Jpeg file or pdf
Rob	3 types of output: Report Features Map
	Will your output depend on the scale you are using? Answer: yes – ILRR might tell you that this report is not runnable

Data Quality

Agency	Comments
Water, Land and Air	The graph presented clearly represents where the North East is standing.
Transportation	Missing images creates a problem for us. Answer: A piece of paper will not be scanned, but if it is part of Integrated Cadastral Information Society - yes.
Waberski Darrow	If you don't have the full data sets, how important is this to you?
	We are trying to determine, if the data is not there, do you know where to get it?

Data Quality – feedback from CWG on Data

Agency	Comments
	No comments

Data Quality – Highest Impact Data Issues

Agency	Comments
	No comments

Approach going forward

Agency	Comments
	No comments

Better Understanding of Current State

Agency	Comments
	No comments

Better Understanding of Risks/Issues

Agency	Comments
	No comments

Better Understanding of Costs of Remedy

Agency	Comments
	No comments

Who do we talk to?

Agency	Comments
	No comments

Approach

Agency	Comments
	No comments

What we need

Agency	Comments
ISSUE	We need to provide an information package to the recipients of the questionnaire that may not know the extent/scope of the project. Answer: the questionnaire is being designed so that it may be completed without background material.
ISSUE	May want to add to the questionnaire: What type of map are you currently using?

ILRR data quality checks

Agency	Comments
Water, Land and Air	How to deal with spatial resolution or scale – conflicting scale – minimum scale resolution? Answer: how are you going to fix your data? Part of the data quality cleanup. There may be legislation issues.
Water, Land and Air	During conversion – is there something for checking – or is it automatic?
Waberski Darrow	Overlapping polygons – correct business decision is different than data that is not quality. Should separate these two terms. Quality strategy. Business process re-engineering. Answer: the two are conflicting right now because today we can't fix the problem, but going forward, we could. Answer: legislation may dictate quality levels.

Data Access Model

Agency	Comments
Transportation	Who determines who gets access? Answer: It may be administrators within the agencies.
Waberski Darrow	Why put in the ILRR anything that shouldn't be seen by others? Answer: That won't help the rights granting ability of other agencies.
Waberski Darrow	Would like to be an industry partner for access. ILRR has an opportunity to give 90% of the survey information for the northeast. 3 levels: Public, partners, special. If you get too complicated, people will get fed up with the complicated security levels. Design each level with as much access as possible. Answer: this is being elevated to the Steering Committee.
BC Law Society	Would like to be an industry partner for access.
Oil and Gas Commission	Don't see how this will NOT be a user fee system. But our recommendation is give them what they need – no fees.
Waberski Darrow	Reasonable recovery is different from fees – you can go so far with searches, then at some threshold, you pay.

Sierra
New thinking.

Transition issues for the Northeast

Agency	Comments
Water, Land and Air	Input from local govt staff consider seasons – busy times when staff are in the field.
Waberski Darrow	Need to address – clarify who is a partner and who is not – this may impede progress if you don't have surveyors.
Integrated Cadastral Information Society	What are we defining as the northeast- north and east of Rockies, buffer Regional districts: peace river south and north Northeast of prince George
	Question: Who should be included as partners? Answer: one level: anything/anyone that is governed by legislation (professionals) geotech, archaeological, lawyers Another level: industry associations (oil, forest companies)
All	Accuracy of our data
Integrated Cadastral Information Society	Completion of cadastral base
Waberski Darrow	Prioritize your data. Can probably get by without the cadastral base. (ICF) There is data that is "sitting around" so use the partnering opportunities
BC Law Society	When ILRR is implemented, the team better be here. Need to be here as a base. The team needs a lot of interaction Answer: Need change agents that can enable this things to happen and provide support
	Ensure municipal and regional district by-in
Water, Land and Air	Sustainable Resource Management has cut all local staff in Ft. St. John. We deal with Prince George now.
Waberski Darrow	Inventory- opportunity for data improvement
Transportation	Implementation strategy needs to be in place - Every office that is going to use this has the systems to run it
	Technical integration (Interfaces) to other business systems
	Training

C.7   Client User Group Workshop One – Minutes

Date(s)   February 10-11, 2004

Location   Bedford Regency Hotel, Victoria, BC

C.7.1   Attendees

Name	Title	Department/Organization
Olga Kopriva	Manager Data Quality and Conversion	SRM Registry Dept. ILRR
Dave Chater	Senior Project Manager ILRR	SRM Registry Dept. ILRR
Jon Meeres	Unit Head, Attribute Maintenance Unit	SRM Registry Dept. Surveyor General
Al Mackie	Heritage Resource Specialist	SRM Registry Dept. Archeaology
Jp King	Systems Consultant	SRM Information Management Branch
Don Gosnell	Manager, Resource Strategy and Governance	SRM Resource Information
Ron Johnson	Manager, Air Photo and Lab Services	SRM Base Mapping and Geomatic Ser.
Brian Williams	Base Mapping and Geomatic Services	SRM Base Mapping and Geomatic Ser.
Don Mullet	Senior Timber Tenures Forester & Registrar of Timber Marks	MOF Forest headquarters
Leslie Elder	Provincial Approving Officer, Fort St. John	Transportation and Highways
Karen Wipond	Parks & Protected Areas	Water, Land and Air Protection
Boyd Porteous	Manager, Information Systems and GIS	Agricultural Land Commission
Nerdev Johal	Admin Technician	Land and Water BC Inc
Larry London	Director Application and Approvals	Oil and Gas Commission
Alison Farquhar	Office Supervisor III	BC Assessment Authority
Tanya Hubbard	Contractor ASD Project Secretariat	Ministry of Management Services Alternative Service Delivery
Peter Watkins	Executive Director Technical Support and Government Enterprise Architecture	Ministry of Management Services - CIO Office
Dilsher Virk	General Manager	Integrated Cadastral Information Society
Ron Usher	Staff Lawyer / C.E.O., Juricert Services Inc.	Law Society of BC
Mike Taylor	Surveyor	Corporation of BC Land Surveyors

![Sierra - New thinking.]

Name	Title	Department/Organization
Betty Honsinger	Di and Durrum	BC Association of Professional Registry Agents
Leta Best	President	Society of Notaries Public
Brad Herald		Canadian Association of Petroleum Producers
Dan Berkshire	Director MABC	Mining Association of BC
Per Kristensen	City of Nanaimo (will arrive noon on Feb 10)	Union of British Columbia Municipalities
Gerry Matte	City of Saanich, IT Manager	Union of British Columbia Municipalities
Vern.Everts	Parks Canada agent	Parks Canada
Ms. Wally Horstmann	Land Information Officer	Public Works Canada
Karen Stewart	President	URISA (Urban and Regional Information Systems Association)
Susan Paczek	Conservation Specialist	The Nature Trust of BC
Paul Ramsey	Base Mapping and Geomatic Services	ILRR

C.7.2   Workshop Notes

Summary of all issues/concerns

Agency	Comments
Sustainable Resource Management	How to address how different offices deal with coincident boundaries? – Especially in Northeast.
	Answer: This will be addressed in the workshop.
Mining Association of BC – Sustainable Resource Management	Re: Deployment in NE. Implementation issues: why not a base prototype provincially – i.e.: fee simple, then build on that provincially.
	Answer: this was considered, but this wouldn't give you a complete system until 2006. Therefore, deploying in one area will allow us to test a complete and integrated system much more early on. (April 1, 2005)
Sustainable Resource Management	Interest holder type: from Tantalis- there are many subtypes
Issuing_Agency_System_ID	This attribute is listed as "M". Is this actually going to be a mandatory?
Issue	Municipal land use restrictions need to be considered. Need to consider local government.

Agency	Comments
Water, Land and Air Protection	Things other than permits and licences in ILRR? EG: Energy and Mines, Reserves, Land designations.
Rob-need an new optional attribute	Do we need Interest holder and interest user? Answer: yes. "Managed by" or "Used by" "Responsible for" IE: who do we call for more information?
Corporation of BC Land Surveyors	What if descriptions are a little different? If we make geometry Mandatory and legal description Optional, then, what if both of these are in the system and they disagree? We need to record the location and the shape of the interest. Remove the word "coordinates" from this description.
Sustainable Resource Management	Land surveyors would be int erested. There are 2 types of accuracy: • Relative- may be high • Positional - accuracy may not be very high
Sustainable Resource Management	Critical: when has the information gone into ILRR? You have to realize expectations. Certain pieces of data will be stale, if so, then it should not be in ILRR. This will vary by theme. There is also a great dependency on Common Cadastral Fabric.
Sustainable Resource Management	Re: sign up for notifications use case: Isn't this a notification on a query? If this is linked to a notification, then if you delete the query, the notification would disappear. Answer: this may be a "nice to have".
	This is a new requirement – track all changes to Interest – although there were comments that some changes may be more important than others (i.e.: boundary changes)
	Add interest Agency as a search criteria
	How close do we adhere to the Torrens system given cost and legislation?
Re: Notifications	We need a parameter that let's us specify how to be notified. Need email parsing.
Society of Notaries Public	Report Output format - could you build this into the user's profile? Answer: noted
Sustainable Resource Management	Does this report also contain the graphical picture? Answer: it will look like the mock-up displayed this morning. Suggestion: Graphical portion be user defined for its symbology.
Corporation of BC Land Surveyors	"Only the agency that created the original request may amend that request." Need to change that to responsible agency, not the original agency. Agencies change and responsibilities shift.

Agency	Comments
Sustainable Resource Management	Save query to user account This a very important Parameters must be built with email component. Or ability to share the query between agencies and individuals
Sustainable Resource Management	Compilation stewards – they create the spatial representation-those are the people that Olga should liaise with.
Mining Association of BC	Is there a module in this model for reporting an error – what is the mechanism for when you find an error in ILRR for reporting this error?
Sustainable Resource Management	Who is responsible for ILRR when the system crashes?
Society of Notaries Public	Output format-could you build this into the user's profile? Answer: noted
Sustainable Resource Management	Does this report also contain the graphical picture? Answer: it will look like the mock-up displayed this morning. Suggestion: Graphical portion be user defined for its symbology.
Mining Association of BC	There are around 6 or 8 projects that are not going ahead because of the lack of ILRR - this project is critical.
Land and Water BC Inc.	What about data integrity? Answer: Olga will be addressing this in the data quality project
Sustainable Resource Management	How to address how different offices deal with coincident boundaries? – Especially in Northeast. Who is custodian? Answer: This will be addressed in the workshop.
Mining Association of BC – Sustainable Resource Management	Re: Deployment in NE. Implementation issues: why not a base prototype provincially – i.e.: fee simple, then build on that provincially. Answer: this was looked: at building different layers. But this wouldn't give you a complete system until 2006. Therefore, deploying in one area will allow us to test a complete and integrated system much more early on. (April 1, 2005) demonstrate the integration of the registry
Sustainable Resource Management	Assurance that the data is in much better shape in NE than elsewhere.
Sustainable Resource Management	Change *prototype* to: *Production prototype*.
Transportation & Highways	Who will make the decision on what data will go into ILRR and be the custodian? We need to start working on this information right away.
Non-Functional requirements	

Sierra
New thinking.

Agency	Comments
Availability	• At a minimum it has to be 7 days week by 24 hours a day. • 24 hours a day is also good from an administrative point of view. • Not guaranteed support for 24hrs • Support available during work hours • 2 time zones in BC
Latency	If you can't get latency to zero, then system should tell us what the latency is.
Usability Mining Association of BC	 Map place is very usable – when designing ILRR user interface use this system as example.

	What are we using for the links between the data and the maps?
	    Answer: the vision is that the shape will be stored with the attribution.
	Using the legal parcels as opposed to the assessment parcels?
	    Answer: that has not been decided yet. Leaning towards legal.
	Don't forget the water lots or shore. (provincial and federal)

Pat's story

Agency	Comments
Water, Land and Air Protection Sustainable Resource Management	Integration with warehouse – bring up other layers beyond legal interests. Answer: we will want to use the data warehouse as well. If you are only interested in registry information – go to ILRR. This may be a seamless view.
Sustainable Resource Management	There will be interests/applications that are still secret – will not have a precise polygon – in the online view how do you represent this? Answer: this could be represented as text in a side bar.
Sustainable Resource Management	You have to assume that all the data is there, but just a note that you need to contact Archaeology.
Sustainable Resource Management	Difference between public and agency or operational view. You can build in the restrictions on the access and view.

Sierra
New thinking.

ILRR Scope Questions

Agency	Comments
Law Society of BC	References? Click here to look at doc – or is the document there? Need to determine what documents will actually be available.
	Answer: we will not be providing every piece of documentation but at a minimum: file numbers and document numbers associated with the interest.
	1. Concern: tendency for agencies to be proprietary. This is a cabinet level policy decision. Need extraordinary public policy at the cabinet level across all agencies. The system will not be efficient without this. Remember: agencies have varying document management systems.
	2. importance of the request for access to documents.
Water, Land and Air Protection	Spatial information is representational, not a legal description – this information may not be important if it is not the legal description.
	Answer: This will not be part of the ILRR's mandate. There is a project underway to deal with conflicting interests.
	Answer: The responsibility of the data stays with the organization.
Sustainable Resource Management	For registry to be successful, all resource data will be in the ILRR.
Corporation of BC Land Surveyors	ILRR should have specific business rules that dictate if 2 interests are intended to show a common boundary - it will show a common line.
Sustainable Resource Management	Corporate cadastral fabric – id's various stewards - reconcile geometry with interests in land. So, current problems should be addressed – results will be visible in ILRR.
	Overlap: cutting permit in protected area- ILRR will not stop this.
Public Works Canada	To correct the data will be very costly.
	All projects will need to come together for ILRR to be successful.
Sustainable Resource Management	The very existence of ILRR should reduce problems.
Corporation of BC Land Surveyors	Point 7 "ILRR is an information server only"– Is this not a registry? – Then it has to have some legal bearing – has it no responsibility?
	Answer: difference between registry and registration system. Slide needed
CIO Office Sustainable Resource Management Law Society of BC	Point 7- why is this out of scope (automatic notifications). BCbid system – they have an eventing process – bidders can follow the process.
	Answer: many agencies that register rights. People do not want to be overloaded with notifications throughout their workday. Workload issue.
	Don't rule this out - Move beyond an agency view- land tile advisory service – does not create more work – it is cost effective. We also want to deal with the fraud issue. You would charge people for the notification process.

Sierra
New thinking.

Agency	Comments
Mining Association of BC	Different types of tenures can be given a number or assignment – if a conflicting use is registered, then automatic notification – not on all registrations. This would be very useful – it would send a notice that there needs to be a resolution.
Transportation & Highways Sustainable Resource Management	If registry is to have all legal interests, why would we be putting in applications? We currently have a referral process in place – if it is being utilized, then these conflict should come out. Answer: agencies need to know what other agencies are *contemplating* in granting rights.
Law Society of BC	Pending applications are immediately available in the BC System. Extremely helpful.
Transportation & Highways	Transportation & Highways will be contributor.
Corporation of BC Land Surveyors?	Transportation & Highways has an option to not participate? It won't work if it's optional. Answer: may be optional in the application/request stage.
	Answer to all of above: We will develop a Use Case for it on Day Two.

Outstanding Issues from previous workshops

Agency	Comments
Data access principles	
Union of BC Municipalities - Local Gov't	Are you including municipal gov't for free access? (fees and access control) Answer: recorded as issue. Local gov't will contribute.
Mining Association of BC	Data access and Fees– the whole reason for developing ILRR – by making this information freely available you will greatly increase revenue for all agencies. If not available, revenues will continue to collapse. Fees, if there are any, should only be nominal. Eg: $600 per map sheet and no one uses it.
Corporation of BC Land Surveyors	Fees are not significant enough to warrant them – eliminate the fees and encourage economic growth? Also- gov't vs public – let's get their prospective.
ASD/CIO Office	How much information do we have about what the end user is going to get out of this? Answer: business case examined those things. Tangible benefits were difficult to assess. Intangible- faster decision-making, faster "nos", more economic value. Sierra has an alternate service delivery specialist.
Sustainable Resource Management	Alternate service delivery – hope document shows current relationships and different current fee structures.

Sierra
New thinking.

Key Business Processes/Operations

Agency	Comments
Transportation & Highways	What about subdivisions with preliminary approval? This is a right that Transportation & Highways grants – so it will go in ILRR.
Corporation of BC Land Surveyors	Is it of interest to other people that 5 new lots have gone in? Yes.
	As a user I want to see the application.

Data Review

Agency	Comments
	No comments

An ILRR Interest Record will contain:

ILRR_Record_Identifier

Agency	Comments
Law Society of BC	What about the reference number for the holder of the interest?
	Forestry companies may have their own client number and that would be entered into Tantalis
Mining Association of BC	Authorizing legislation (attribute of the interest type)
Land and Water BC Inc.	There are FOI attributes listed here.
Water, Land and Air Protection	How does this compare to land titles?
	Answer: this is part of the technical architecture.
Sustainable Resource Management	Interest holder type: from tantalis- there are many subtypes

Issuing_Record_Identifier

Agency	Comments
	This could work instead of interest holder reference number – if the agency actually collected this information.

Issuing_Agency_Identifier

Agency	Comments
	Do you have a dictionary?
	Answer: yes
Public Works Canada	Would you put the year behind it as the year changes?
	Answer: no, just current information

Issuing_Agency_File_Number

Agency	Comments
	No Comments

Issuing_Agency_System_ID

Agency	Comments
Issuing_Agency_System _ID	This is listed as "M". Is this actually going to be a mandatory?
Union of BC Municipalities - Local Gov't	Local government registering interests – who will show as issuing agency? What about reference to the local gov't? I.e.: if city of Nanaimo is interest holder.
	Also: register development preliminaries?
	Answer: It is covered in attribute "conditions and restrictions"
Sustainable Resource Management	But -That interest does not live with city of Nanaimo.
	Search for right of ways by "city of Nanaimo" would mean significant change at Land Titles.
Sustainable Resource Management	They should be interests. Do the municipalities have this layer existing already? This could feed ILRR.
Issue	Municipal land use restrictions need to be considered. Need to consider local government.
Water, Land and Air Protection	Things other than permits and licences in ILRR? I.e.: Energy and Mines, Reserves, Land designations.
Transportation & Highways	In NE we didn't have representation from municipal government. Need another layer
Union of BC Municipalities	Need to have all government interests for this to be successful.
Mining Association of BC	Need both local and federal government.
Public Works Canada	Height restrictions play a huge factor.
Sustainable Resource Management	Does every municipality have different systems?
	Answer: yes, but this is not different from other government agencies.
Union of BC Municipalities - Local Gov't	Not much difference between local and other levels of govt. But for customers, you cannot omit this local layer.

Issuing_Agency_System

Agency	Comments
	No Comments

Sierra
New thinking.

Interest_Holder

Agency	Comments
Law Society of BC	How are we going to handle changes to an interest?
	Answer: you cannot do it centrally. The ILRR will not maintain a central client registry.
	It is the issuing agency that should be synchronizing with ILRR.
Law Society of BC	Will the ILRR get updated?
	Answer: yes

Interest_Holder_Address

Agency	Comments
	If the address is private, why bother….
	Answer: You need basic information

Interest_Holder_Phone

Agency	Comments
	No Comments

Interest_Holder_Email

Agency	Comments
	No Comments

Interest_Holder_Business_Registration_Number

Agency	Comments
	No Comments

Interest_Holder_Type

Agency	Comments
Water, Land and Air Protection	Divisions of an agency that hold an interest. Ie: protected area boundary - who would be listed as the interest holder?
	Do we need sub agencies?
	Answer: Who ever the interest holder is in Tantalis- that will be reflected in ILRR.
	With the constant changes in agencies – reference to legislation may be more valuable in describing the interest.
Sustainable Resource Management	There will be parallel streams to look at business processes and changes to legislation.
Public Works Canada	Problem: An interest is awarded to Public Works Canada but the user is federal government - the interest holder is Her Majesty.

Sierra
New thinking.

Agency	Comments
Issue	Interest holder name is not the user
Rob-need new attribute - Optional	Do we need Interest holder and interest user? Answer: yes. "Managed by" or "Used by" "Responsible for" IE: who do we call for more information?

Interest_Holder_Percent

Agency	Comments
	No Comments

Interest_Holder_Capacity

Agency	Comments
General comments	This could be holder or interested party. If multiple holders, each holder may have a different role. This was developed for Land Titles.

Interest_Status

Agency	Comments
Law Society of BC	Who maintains these records? Answer: Issuing agency will be the catalyst for changes to these statuses

Interest_Type

Agency	Comments
	No Comments

Interest_Theme

Agency	Comments
	No Comments

Agreement_Type

Agency	Comments
	No Comments

Surface_Class

Agency	Comments
	No Comments

Sierra
New thinking.

Interest_Agency

Agency	Comments
Union of BC Municipalities - Local Gov't	For local government – this would identify the city? We are the holder of the interest Answer: yes.
Transportation & Highways	Search for all interests held by city of Nanaimo? Answer: yes By all interests held by Land Titles? Answer: yes
Sustainable Resource Management	Search on any mandatory field.

Interest_Agency_Address

Agency	Comments
	No Comments

Interest_Agency_Phone

Agency	Comments
	No Comments

Interest_Agency_Email

Agency	Comments
	No Comments

Interest_Description

Agency	Comments
	No Comments

Conditions_restrictions

Agency	Comments
	It will be very difficult to search on this field.

Location_Legal_Description

Agency	Comments
	Optionality depends on the type of interest.
	No legal description for archaeology sites.
Law Society of BC	Would this include PID? Answer: yes
	What are we using to link attributes to polygons? Will be discussed in technical phase

Geometry

Agency	Comments
Corporation of BC Land Surveyors	What if descriptions are a little different? If we make geometry Mandatory and legal description Optional, then, what if both of these are there and they disagree? We need to record the location and the shape of the interest. Remove the word "coordinates" from this description.
Sustainable Resource Management	If there is one or the other, we will take what is there. From ILRR forward, we can assume that it is correct.
Corporation of BC Land Surveyors	Two lines representing the same thing. You can't have a new agency bringing in a new description.
Transportation & Highways	BCGS mapping is a legal description? Answer: no general agreement
Mining Association of BC	For certain interest types there will not be coordinates.
Transportation & Highways	Important that we have that search tool, esp. for the Oil and Gas Commission.
Sustainable Resource Management	You need the base Map (trim) and the cadastral information

Geometry_Accuracy

Agency	Comments
Sustainable Resource Management	Land surveyors would be interested. There are 2 types of accuracy; • Relative- may be high • Positional - accuracy may not be very high

Geometry_Accuracy_Unit

Agency	Comments
	No Comments

Elevation

Agency	Comments
	No Comments

Start_date

Agency	Comments
	No Comments

Sierra
New thinking.

End_date

Agency	Comments
	No Comments

Term_duration

Agency	Comments
	No Comments

Term_Duration_Unit

Agency	Comments
	No Comments

Request_Date

Agency	Comments
	No Comments

Interest_date

Agency	Comments
	No Comments

Sensitive_Record

Agency	Comments
	No Comments

ILRR_Create_Date

Agency	Comments
	No Comments

ILRR_Update_Date

Agency	Comments
	No Comments

ILRR Determine Existing Rights – Query Parameter Screen:

Report on Interest or Applications Parameters

Agency	Comments
Transportation & Highways	Search on responsible agency.
Interest agency	Add this as search criteria

Agency	Comments
BC Assessment Authority	We are supplying data, but where will it go and how to we get to it? Answer: we will use the assessment number or roll number; user goes online with those numbers. The concept is that the number will take the user to BC Assessment Authority.
BC Assessment Authority Data needs	Do people want BC Assessment Authority data? Answer: Yes Transportation & Highways: to verify parcel size Al Mackie: they assess squatters so this would be of interest to others. Land and Water BC Inc: for rent calculations and for appraisals Mobile home registry (min of finance) – local government needs to know this information
Sustainable Resource Management	Local community plans? Still needs to be answered.
Simon	We need to id everything, then parse it out.
Water, Land and Air Protection	Land use plan –this is critical information for looking at development process.

Spatial Relationship and Buffer

Agency	Comments
Corporation of BC Land Surveyors	Fee structure: will the buffer and the size of area of concern affect the fees?
Water, Land and Air Protection	How are interests defined? (Water licences way upstream – unless that licence is tagged to the whole stream, this will not work) Water shed information could bring in that layer. Or
Corporation of BC Land Surveyors	Answer: whoever is doing the query – need to make the query cover the entire stream.
Sustainable Resource Management Sustainable Resource Management	We should warn user that other interests may impact their query. Comment from unknown: why not let the users take more responsibility, and ILRR less? They should be sophisticated enough to understand how to use query tool properly. Olga- we should be able to use the data warehouse. Simple decision support Answer: The solution is ILRR will limit the size of the query.
Sustainable Resource Management	Archaeological sites are protected whether they are in the registry or not. They may need some expert help on certain aspects of what they are doing. More casual users will need more assistance.

Sierra
New thinking.

Agency	Comments
Mining Association of BC	Map Place –The user should have the responsibility of understanding the context of their search. When you are doing a search, you start with a large area and then work your way down. You are responsible for your own search.
Sustainable Resource Management	It would be nice - Decision Assist tool as opposed to decision support tool
BC Assoc. of Professional Registry Agents	How about putting this in the organization help desk tips.
Sustainable Resource Management	Make sure that ILRR is not constrained by the current software of the day. Query control- controls that are built in, make sure that they can handle future capabilities.
Sustainable Resource Management	Usage for large area queries – but defined by theme.

Report on Interest or Applications – Contents:

Summary Report

Agency	Comments
	No Comments

Detailed Report

Agency	Comments
Law Society of BC	Do you see showing/printing the actual document or legal right? It is not within scope to have all agencies create a new document or record keeping system
Sustainable Resource Management	Logical link to legal documents.
Union of BC Municipalities - Local Gov't	You would not be able to duplicate all the documents – just identify the interest, and go back to the agency for the documents. Answer: Could put in a hyper link from ILRR to the applicable documents.
Mining Association of BC	Pdf format- these docs will all be scanned.
Union of BC Municipalities - Local Gov't	MDA and BCOnline will be the wall you will hit.
Sustainable Resource Management	If there is a document available, make it a link.
Transportation & Highways	Want to look at reports from Water, Land and Air Protection, then I know who to contact, I have the file number, but it could lead to a six month delay. See both sides

Agency	Comments
Urban & Regional Information Systems Assoc.	If you get a report – should it show the last date the ILRR was updated? Currency and indication of currency. Ie: how old is the data?
	If Common Cadastral Fabric is not up-to-date, how is ILRR going to be up-to-date?
Union of BC Municipalities - Local Gov't	When will ILRR be ready?
	April 05 in NE.
Sustainable Resource Management	Critical: when has the information gone into ILRR? You have to realize expectations. Certain pieces of data that will be stale, but it cannot be stale, then it should not be in ILRR. This will vary by theme
Urban & Regional Information Systems Assoc.	How can you put an interest on a piece of property that is not there?
Union of BC Municipalities	The province issues interests before knowing where it is. Cart before the horse. Need to reverse this procedure.

Customized Report

Agency	Comments
	No Comments

Report on Interest or Applications – file format

Agency	Comments
	No Comments

C.7.3   Introduction to Use Cases

New Use Case: Sign up for Notifications

Agency	Comments
Goal	Set up receipt of notice about changes you are interested in (and are allowed to see).
Mining Association of BC	What events would you like to be notified of?
	What about a restriction against title? Or a substantial change in zoning?
Law Society of BC	The system will have built in "appropriateness of notification" sensors.
Sustainable Resource Management	Interested in changes in a certain area of the province, how would I describe to ILRR? Just draw a polygon or enter a legal description? Or existing parcel or interest, or administrative boundaries.
	Go beyond polygon – add a buffer
Sustainable Resource Management	Isn't this a notification on a query? If this is linked to a notification, then if you delete the query, the notification would disappear.
	Answer: this may be a "nice to have".

Sierra
New thinking.

Agency	Comments
Pat	Do you want to specify a pair of dates?
Law Society of BC	Data ranges are good – but there may be a fee connected to this.
Sustainable Resource Management	When would you want a notification? At request time? Answer: would want to know about any status (request and interest status)
Sustainable Resource Management	We are not tracking history of shapes – how do we know what the changes are? If is linked to the query, this may work.
Sustainable Resource Management	The business system will contain the history of the changes. All operational databases keep this history.
	Do we keep expired interests? Answer: yes Do we keep history of *all* changes to an interest? Answer: no
Law Society of BC	Why not keep the all the changes to the interest? Is it a storage issue?
Sustainable Resource Management	If someone changes their name I want to see these changes. ILRR is not an operational system like Land Tiles. This may be a link to operational systems.
	Then that is not a register – it is only a portal into another system.
	Once this in online you do not delete anything.
	This is a new requirement – track all changes
Rob	Need to explore the type of registry – transaction based or not? The definition of what a registry is, is important.
Transportation and Highways	Future: store all changes from implementation onwards?
	What do you want from ILRR?
Transportation and Highways	We want to see changes in polygon information.
Sustainable Resource Management	Some users will enter straight into ILRR - they don't have an agency system.
Oil and Gas Commission	ILRR would not drive change to existing process – business systems should do this – even though ours does not maintain all these changes.
Transportation and Highways	Some changes are more important than others. I.e.: name change is not important

Sierra
New thinking.

Agency	Comments
Corporation of BC Land Surveyors	There will be process changes to agencies, the registry will need to be a Torrens style system.
Elizabeth	When you amend an interest there are changes that fundamentally change the interest, and some that don't.
Union of British Columbia Municipalities - Local Gov't	This historical information is available through the individual agencies, whether it's manual or automated.
	How close do we adhere to the Torrens system given cost and legislation?
BC Assoc. of Professional Registry Agents	Name changes are all available thru the corporate history right now.
Actor	An existing interest holder.
	Prospective interest holder.
	Any person who is identified.
Oil and Gas Commission	Need to be cautious – people should be a registered user -what about vexatious requests?
Law Society of BC	
	How do you decide who is vexatious? Subscribe is the wrong word – request notification is better.
Sustainable Resource Management	Do you want to charge?
	When you sign up for notifications – you are already giving identifying information.
Sustainable Resource Management	There may be a security issue - what is the goal of the notification?
Preconditions	
Sustainable Resource Management	Talk to treaty negotiations to see if they want their information going out.
Law Society of BC	Aren't we getting too complicated? Doesn't this relate to what we are normally entitled to? It will be tied to our user access profile.
BC Assoc. of Professional Registry Agents	What about just getting notified of granted interests, not applications?
The Nature Trust of BC	Would want to see the applications as well.
Society of Notaries Public	With notaries there are many different levels of access.
Mining Association of BC	If I register for notification – it is just a flag – if you overly complicate it, we lose the whole purpose of this registry/project.

Agency	Comments
Sustainable Resource Management	We need to work closely with Freedom of Information folks who can guide us. Answer – this is already in the plan.
Union of British Columbia Municipalities - Local Gov't	Discussion about treaty negations – we don't need to know the level of negotiations, just need a notification that negotiations are currently in the works.
HOW DO YOU WANT TO BE NOTIFIED?	We need a parameter that let's us specify how to be notified.
	Is it only going to be email – will there be certain type of notifications that will be hardcopy Answer: no
BC Assessment	An electronic data feed?
Law Society of BC	Structure the email so that it can be parsed. Business case for notifications: This will facilitate other systems to be able to pick up fraudulent behaviour or transactions.

ILRR Use Cases – Receiving and Reviewing Request

Agency	Comments
	No Comments

ILRR Use Cases – Issue Interest or Right

Agency	Comments
	No Comments

ILRR Use Cases – Rights Management

Agency	Comments
	No Comments

ILRR Use Cases – Administrative Processes

Agency	Comments
	No Comments

Report on Interests and Requests

Agency	Comments
Corporation of BC Land Surveyors	Every ILRR user will need a PIN or password? Answer: ILRR will need to know the identity of every user.
Mining Association of BC	All we do is research – if there is a meter running while I am doing this, this will be expensive. Answer: fees are being raised to steering committee. Free access – yearly subscription that won't bog someone down when doing research.
Sustainable Resource Management	We currently have agreements with resource-based companies right now. Difficulty with agencies like BC Assessment Authority and Land Titles.
Law Society of BC	Random text string that user enters (i.e.: BC Online folio number, etc) these could be an internal account number. This is not in or from ILRR, and will not be recorded in ILRR.
Society of Notaries Public	Output format - could you build this into the user's profile? Answer: noted
	Like saving a query template? Answer: maybe, or it may be more associated with a specific user rather than a report.
Sustainable Resource Management	IMF as the tool: use a certain version, but when it goes to LRDW it doesn't have that capacity.
Sustainable Resource Management	Does this report also contain the graphical picture? Answer: it will look like the mock-up displayed this morning. Suggestion: Graphical portion be user defined for its symbology.

Register a Request

Agency	Comments
Union of BC Municipalities Sustainable Resource Management	Municipal government as well? Are we going to capture municipal information Answer: Yes At a meeting yesterday with Common Cadastral Fabric it has been decided that municipal data will be incorporated.
Corporation of BC Land Surveyors	If the issuing agency is defining the position, then you need to see if the data fits as it is being brought in to ILRR. Ie: a licence granted over a district lot: After it is brought in, what if it is different from or conflicting with what is already in the cadastral fabric?
Sustainable Resource Management	Assumption that ILRR will maintain a reasonably accurate cadastral map. Issuing agencies have other means of resolving geometry issues.

Sierra
New thinking.

Agency	Comments
Rob	We are trying to resolve the integrity issue with the cadastral map – this process has not been developed yet.
Sustainable Resource Management	That is what the Common Cadastral Fabric is all about – the resolution of differences.
Union of BC Municipalities - Local Gov't	Interested in part of a parcel? This is not an area we want to get into. If crown has all the detail then purpose of ILRR is tell you that it existed, then go to the source for the details.
Sustainable Resource Management	Area of interest may be in 2 or more parcels. Answer: Lets assume: We will get polygon or reference to existing parcel in Common Cadastral Fabric, but not both.
Sustainable Resource Management	ILRR will not correct the geometry – it will know that the geometry is wrong because the agency tells ILRR.
Mining Association of BC	Either this is a rights registry or not – the agency must submit where the polygon is.
Corporation of BC Land Surveyors	In this use case should have ILRR come back and show the agency the location information.
Sustainable Resource Management	Establish the right before it goes into ILRR.
Pat/Rob	ILRR may not duplicate the data, it may only be a reference to the data.

Amend a Request

Agency	Comments
Corporation of BC Land Surveyors	"Only the agency that created the original request may amend that request." Need to change that to responsible agency, not the original agency. Agencies change and responsibilities shift
Agricultural Land Commission	May not work for us – we are delegating to other agencies.
Sustainable Resource Management	CRD changing a right in Fort St. john – this would not work. This applies to municipalities.
Union of BC Municipalities - Local Gov't	Are you allowing the possibly of bulk changes? Answer: yes
Sustainable Resource Management	No manual updates to the registry? Answer: No - a couple of agencies who do not have an electronic means for entering or updating – those agencies need this access.
Sustainable Resource Management	Can you update straight into ILRR – then information in tantalis will not be correct? Answer: If you have systems that talk to ILRR, then you will not have direct access to ILRR.

Save Query to User Account

Agency	Comments
	Save query to user account: Won't need this when you build in the notification component. (see New Use Case: Notifications)
Sustainable Resource Management	Save query to user account This a very important Parameters must be built with email component. Or ability to share the query between agencies and individuals
Sustainable Resource Management	The user should be able to name the query. Answer: this is already built into the model.

Use Case Review (summary level)

Agency	Comments
	No Comments

Use Case Summary– Receiving and Reviewing Requests

Agency	Comments
	No Comments

Use Case Summary – Issue Interest or Right

Agency	Comments
	No Comments

Use Case Summary – Rights Management

Agency	Comments
Sustainable Resource Management	Date stamp mechanism built in to queries.

Use Case Summary – Administrative Processes

Agency	Comments
Union of BC Municipalities - Local Gov't	How open is the system going to be - can public get into ILRR and just start searching? Answer: as long as the information is free and public information, then the user can get on and view it.

ILRR Intersects and Impacts:

Intersect 1: Review available information/display registered interests

Agency	Comments
	No Comments

Intersect 2: Determine request eligibility/display registered interests

Agency	Comments
Law Society of BC	In determining request eligibly you may not have to deal with a lot of outlandish requests because the client will already have done their homework by using ILRR. Therefore, there may actually be fewer "nos". (application refusals)
Sustainable Resource Management	Need a disclaimer for public – or client – you may not be seeing everything in your initial search, because of sensitive data.

Intersect 3: Perform OGTRP research/display available information

Agency	Comments
	No Comments

Intersect 4: Determine agencies for referral/display agencies for referral

Agency	Comments
	No Comments

Intersect 5: Assemble referral packages/record parcel request

Agency	Comments
	No Comments

Intersect 6: Review request and URL/display request/mapping information

Agency	Comments
	No Comments

Intersect 7: Clearance/referral notification

Agency	Comments
	No Comments

Intersect 8: Evaluate all available input/display available info

Agency	Comments
	No Comments

Intersect 9: Adjudicate Bids/update status of request

Agency	Comments
	No Comments

Intersect 10: Issue Agreement/record legal interest

Agency	Comments
Corporation of BC Land Surveyors	You won't know the name of the interest holder until it is legally registered? Answer: Each agency may intersect with ILRR at different times. In the case of Petroleum Titles, this it true.
ASD/CIO Office	How adaptable will this system be? How can ILRR handle agencies that don't have system or don't follow the model? Answer: we are building a generic model that we will be able to map to, but we recognize that changes do occur. We also recognize that there will be legislation changes and process reengineering.

Intersect 11: Receive and update title information/update legal interest

Agency	Comments
	No Comments

Intersect 12: Receive and Review Reports/return report results

Agency	Comments
	No Comments

Data Quality:

Better Understanding of Current State

Agency	Comments
	No Comments

Better Understanding of Risks/Issues

Agency	Comments
	No Comments

Better Understanding of Costs of Remedy

Agency	Comments
	No Comments

Who do we talk to?

Agency	Comments
Data Quality - Who do we talk to?	
Sustainable Resource Management	Very important when we sign up to exchange information - we will be asking more questions and in turn sources will provide the quality management system information. Ex: BC timber sales are under certain schemas - a very regimented system.
Sustainable Resource Management	Compilation stewards – they create the spatial representation- those are the people that Olga should liaise with.
Sustainable Resource Management	Archaeology - some people have a better sense of the data than we do. I.e.: Field workers Also, you face denial of the level of data quality in some organizations. Some may believe their data is in a better state than it actually is,
Mining Association of BC	Is there a module in this model for reporting an error – what is the mechanism for when you find an error in ILRR for reporting this error?

ILRR data quality checks

Agency	Comments
Mining Association of BC	ILRR will not be the owner of the data, but data owners need to be legally responsible to register Answer: this is the legislative changes.

Data Access Model:

4 Levels of access to data

Agency	Comments
Union of British Columbia Municipalities - Local Gov't	Would you tell the public that there were x number of entries that they cannot see? Answer: probably not.
Transportation and Highways	If public gets nothing back, they may go under the false pretences that all is available – so there should be some mechanism that lets user know that there are some interests that may affect them, but have not been displayed.
Mining Association of BC	This is a problem for me – you are opening a huge door that will defeat the purpose of this project. If you have an interest (ie: Parks) then put up a reserve. This issue of secrecy will kill this project. Answer: this is only applying to archaeology. Answer: this is only applying to registered interests.

Agency	Comments
Sustainable Resource Management	Archaeology sites are not secret, they are protected.
Mining Association of BC	This will help archaeology – you can see an applicant, and then notify them of the problem with their application.
Sustainable Resource Management	What is the value of the registry if we are going to have a selective view – this is steering committee issue.

Access control summary

Agency	Comments
Sustainable Resource Management	Access control will be maintained by the individual agency systems.
	So if I am an external user with certain privileges – does each agency set my privileges for their data? IE: will I have different access levels to different data depending on my privileges? Answer: as a member of public, then "Public" is your access level.
Sustainable Resource Management	Who is responsible for ILRR when the system crashes?
Mining Association of BC	If it is "FOIable" then it is public information.
Society of Notaries Public	My data access question was answered.

Non-functional Requirements:

Concept – system "Profiles" - Availability

Agency	Comments
Availability	Where does BCOnline fit into that structure?
	• At a minimum it has to be 7 days week by 24 hours a day. • 24 hours a day is also good from an administrative point of view. • Not guaranteed support for 24hrs • Support available during work hours • 2 time zones in BC
Performance	Hard to think in seconds when we're used to months and years!!! For online requests - Tolerance level that matches to the complexity of the request. Offline reporting will also be available. Need speedy updates but for query, 5 seconds would do. We need to consider legislative implications if the system is down.
Security	We are at least at the level of "All data access and transmission is critical" because of serious financial loss or fraud. When you get information digitally, you need to be sure that the data is in its original format and construction.

Sierra
New thinking.

Agency	Comments
Reliability/integrity Rob	At least at "data integrity is critical" (0% error and lost data tolerance) • If this is viewed as a registry – then very little tolerance for error • If this is a statusing tool – then more tolerance for error. • Answer: make assumption that it is a registry.
Latency and Integrity Mining Association of BC Society of Notaries Public Sustainable Resource Management Corporation of BC Land Surveyors	What is your tolerance for latency? Answer: Very little JP: if you access data from the warehouse, the warehouse is a secondary source. If you want the details, go to the warehouse, which might not be as up-to-date as the registry. End users: you can access this after hours or nothing, or pay a large a subscription fee. IE: I would tolerate a one day turnaround to avoid paying. What about: there are some things critical that need to be instantaneous, and other types of interests that don't need to be instantaneous. Answer: if the interest exists, it needs to be on ILRR now. It is important for quick latency – and this must be consistent. If you can't get latency to zero, then system should tell us what the latency is. Rob: what are you getting now in terms of latency? How does this affect statusing? Some businesses cannot achieve zero latency. The reason for the ILRR is we currently are not getting anywhere near zero latency. We are discussing the Latency of getting the data into the system, not the latency of the system itself. Land titles tolerance is zero. Turnaround time is 6 days. Archaeology - currently one week latency. 5 minute delay at Land Titles on a slow day. Busy day – longer delay.
Usability Mining Association of BC	Map place is very usable – when designing ILRR user interface use this system as example.
Capacity	This is very important if you are going to put all history in the system
	What are we using for the links between the data and the maps? Answer: the vision is that the shape will be stored with the attribution. Using the legal parcels as opposed to the assessment parcels? Answer: that has not been decided yet. Leaning towards legal. Don't forget the water lots or shore. (provincial and federal)
Transportation & Highways	What kind of mapping database – we don't have one right now, so how can we put our data into some kind of format?

Summary Comments

Agency	Comments
	Importance to access documents from ILRR.
	Make it free access
	Interest holder is not the same as user – extend the data model.
	Legal description depends on interest type.
	The individual agencies will not determine when the data goes into ILRR – it will be legislated.
Sustainable Resource Management	What parts of each record will go into ILRR? Answer: we have a proposed set of attributes and these need to be mapped to each agencies version of the ILRR attributes.
Mining Association of BC	Steering committee should consider: Common Cadastral Fabric should be up for the entire province, all fee simple lands, and the survey blocks on it, that will be a very good start. This would be invaluable to clients. This is available in online Common Cadastral Fabric.
	How detailed in interest holder type? Answer: Public or private.
	What is the system id? ILRR generated.
Union of British Columbia Municipalities - Local Gov't	Land use restrictions rights of way, municipal interests – Answer: Noted
	Using links to documents – do not want duplication of data.
	Forestry and plans for land use? Answer: this will come through administrative boundaries
	Currency – data model, need an indication of currency.
	Add a user supplied key –to support billing.
	Search by interest agency Multiple search criteria? - Answer: yes
	Where is BC Assessment Authority data going to go?
	How will size of buffer affect fees?
	Interested related other than geometry will ILRR help you Answer: no, it would be nice if ILRR
	These have not be considered in scope: Other registry use cases e.g.: certification and a recording of charges

Agency	Comments
Need from Municipalities:	Is there an opening in the system to allow voluntary participation?
	Answer: this is scary – need legislation to guide this, we don't want data on "loose terms".
	What about the federal government?
	Treaty negations moving to treaty settlement lands – they are moving toward having their own registries.
	Need information from municipalities on what type of interest that are not currently part of Common Cadastral Fabric
Sustainable Resource Management	Include regional districts
	Saving queries – share using email, date stamped
Oil and Gas Commission	Selecting by theme, you can have a popup that says you don't have access to this theme.
	Who is responsible if the system crashes? Also:
	Although ILRR may be up and running, what happens when one business system is down – how is user alerted?
	Is the ILRR standard at the level of all the operational systems?
	May be large costs associated with this.
Dave Chater This is an outstanding issue	• History of changes to interest • History of changes to requests • History available in other sources