




Annual Report

Appendix 1: Governance Report

2025 – 2026



Governance Reporting

 LTSA holds itself to high standards of governance and compliance and adopts a culture of transparency with respect to these foundational public accountability provisions. Matters reported here are either required to be reported by legislation or LTSA's Bylaws or are voluntarily reported as relating to LTSA's accountability and transparency:

- Accountability and Stakeholder Engagement
- Legal and Regulatory Compliance
- Corporate and Board Governance
- Business Ethics
- Grievance Mechanisms
- Risk Management
- Data Policy, Privacy and Management

Accountability and Stakeholder Engagement

LTSA Stakeholder Advisory Committee

At the formation of LTSA in 2005, the Board established a formal Stakeholder Advisory Committee (SAC) which is designed to ensure effective two-way communication with stakeholders and customers. The SAC is chaired by LTSA's CEO and includes a senior representative from the Government of BC with legislative responsibility for the related enactments.

2025/26 Activities:

During the period, the following activities were undertaken:

- Operational and financial matters were reported at the LTSA Annual General Meeting on July 9, 2025;
- Two meetings were held during the period:
 - **December 2, 2025** – a joint meeting of the LTSA Board, Executive and the SAC members, key topics: Strategy and Business Priorities Update; Performance against key Operating Agreement targets; reporting on customer facing improvements (defect reduction, education, expanded online services, quality assurance); update on LTSA's key social responsibility priorities; key initiatives updates including Verified Transaction (also BC Property Connect introduction and status of Common Data Standards work), Responsible AI Governance Framework, and a discussion on Tl'uq̓tinus decision; Union of BC Municipalities Presentation;

- **March 4, 2026** – a regular meeting of the SAC members with LTSA, key topics: Strategic Priorities Update; upcoming Business Plan highlights; Five and Ten Year Reviews under the Operating Agreements; Annual Board Renewal Process; Financial Report (transaction Volumes / LTSA Annual Statutory Fee Review and LOTR Fees); Operations Report results of Customer Relationship Health Survey; updates on key business initiatives including Verified Transaction (also BC Property Connect update and status of Common Data Standards work), Application Platform Modernization, and a briefing on a new accelerated Digital Vault Initiative. Notice that LTSA selected as one of BC's Top Employers for 2026.

Other Advisory Committees

LTSA establishes other Advisory Committees as need arises to ensure its operations are informed by stakeholders who use the systems.

2025/26 Activities:

Advisory Committees operating during the reporting period included:

- Legal Professionals Advisory Council
- Land Surveyor Advisory Task Force
- Vault Records Advisory Committee
- ParcelMap BC Adoption Working Group
- Public Sector Advisory Committee
- Common Data Standards Advisory Committee
- Verified Transaction Advisory Committee

Legal and Regulatory Compliance

The LTSA is subject to a variety of public reporting and accountability provisions which include, among other things, reporting in the Annual Report any changes to the LTSA Bylaws, the Regulated Fees and LTSA's Operating Agreement with the Province governing management and operation of BC's land title and survey systems.

LTSA-Province Ongoing Collaboration

LTSA establishes and supports a regular meeting schedule with the Minister responsible for LTSA's enabling legislation as well as other provincial government employees to support ongoing collaboration between the Province and LTSA as required in the Operating Agreement. Additionally, and as required, LTSA participates in legislation planning meetings. LTSA makes itself available, as required, to support ongoing collaboration on key issues pertaining to the operation and delivery of land title and survey systems and review progress on key strategic and operational matters.

Land Title and Survey Authority Act (LTSA Act)

The LTSA Act established the LTSA in 2005 as a publicly accountable, statutory corporation without share capital which consists of a Board of Directors appointed under the Act. The legislation sets out the purposes of the Land Title and Survey Authority. Statutory provisions are also included relating to the governance of the LTSA including the requirement for Bylaws; board nomination and appointment procedures; powers and duties of Directors and Officers; general provisions such as remuneration and reimbursement of Directors; specific records requirements; requirement to hold a public Annual General Meeting; conflict of interest provisions; and financial administration requirements.

2025/26 Activities:

During the reporting period, the following occurred:

- No changes to the LTSA Act.
- Activities related to the LTSA Act compliance matters are set out further in the sections below.

Key Operating Agreements

The LTSA Act and key operational agreements (Operating Agreement and LOTA Agreement) with the Province define the operational mandate and responsibilities of LTSA under the various statutes within LTSA's purposes and authority. The LTSA Act requires that LTSA report annually on any changes to the Operating Agreement with the Province that governs management and operation of BC's land title and survey systems. Additionally, the key operational agreements include a requirement for periodic reviews, conducted by a jointly appointed independent management consultant, of the Province's and LTSA's obligation to one another, and to the public, under each agreement:

- 5 Year Reviews – LTSA and the Province jointly review each party's performance under the agreements in respect of each five year period; and
- 10 Year Reviews – LTSA and the Province jointly review each party's performance and the sufficiency of LTSA revenues under the agreements in respect of the 10 year period.

2025/26 Activities:

During the reporting period, the following activities were undertaken:

- Planning and collaboration activities undertaken with the Province in 2024/25 to prepare for the 5 and 10 year reviews were finalized, including three Information Sessions with LTSA provincial partners and finalization and Board approval on the Terms of Reference for each of the reviews.
- An independent management consultant was jointly retained and each of the required reviews was conducted in FY2025/26.
- The final results report was delivered in early February 2026 which confirmed that all of the obligations and requirements of processes set out in the legislation and the agreements have been full met during the period of the various reviews. In additional, there was consensus by the parties that LTSA revenues are sufficient to maintain its financial sustainability.
- The final results report is available on the LTSA.ca website as agreed by both the LTSA and the Province.
- No changes to the Operating Agreement were made during the reporting period.

LTSA Bylaws

The LTSA Act (section 19) requires that the LTSA Board of Directors prepare Bylaws relating to defined matters and further, that any changes to the Bylaws be reported in the Annual Report each year [LTSA Act, s.26(4)(e)].

2025/26 Activities:

The Board authorized the following Bylaw amendments to be in effect during the 2025/26 reporting period:

- Section 2.1 (Head Office) to reflect official suite address change for head office with effect October 1, 2025.
- Part 13 (Services Fees) to reflect fee increases aligned with regulatory authority to be in effect April 1, 2025 (see “Regulated Fees” below).
- Housekeeping amendment in effect April 1, 2025 to remove references to “myLTSA” in the Electronic Transaction Service Charges section 13.1 to align with retirement of the myLTSA name as part of a process to simplify and standardize functional language LTSA uses to refer to customer-facing products and services.
- Housekeeping amendment to be in effect April 1, 2025 to Section 15.22(d).

Regulated Fees

Each year, LTSA conducts an annual fee review and is required to provide notice of any changes to the government, stakeholders and the public. The LTSA Act, s 25(4)(b) requires that the Annual Report include a report on any changes in that fiscal year to the fees established by the LTSA under the *Land Act*, the *Land Title Act*, the *Mineral Tenure Act* or any other enactment.

2025/26 Activities:

For the 2025/26 reporting year, the following fees adjustments came into effect April 1, 2025:

- 3% Consumer Price Index (CPI) increase to be applied to all statutory fees;
- 3% increase to Land Owner Transparency Act (LOTA) fees;
- comparable increase to LTSA administrative service fees which are not subject to the CPI measurement but have been increased in the range of 3% to reasonable round numbers;
- references to “myLTSA” in the Electronic Transaction Service Charges section 13.1 were removed to aligned with retirement of the myLTSA name.

Notice provisions were executed in compliance with regulatory requirements.

Other Public Reporting Requirements

LTSA is subject to a variety of other public reporting or accountability requirements relating to the 5 and 10 Year Reviews under the Operating Agreements; the Annual Report and Business Plan; the LTSA Annual General Meeting and corporate records.

2025/26 Activities:

All public reporting requirements were met during the reporting period in compliance with regulatory requirements:

- Five and Ten Year Reviews under the Operating Agreements were conducted in 2025/26 in compliance with requirements (see Key Operating Agreements);
- 2024/25 LTSA Annual Report – made public on June 27, 2025 within defined statutory deadlines, included all mandatory information and was presented at the LTSA AGM as required by statute;
- 2025/26 LTSA Business Plan – made public on March 31, 2025 within defined statutory deadlines;
- LTSA Annual General Meeting – held on July 9, 2025 in compliance with statutory deadlines and required notice provided on June 11, 2025 in compliance with statutory requirements;
- Records – all records duly maintained at head office aligned with statutory requirements.

Corporate and Board Governance

Board Composition

The Land Title and Survey Authority Board of Directors consists of individuals appointed by the LTSA Board of Directors from nominees submitted by stakeholder entities that are defined in the *Land Title and Survey Authority Act* (LTSA Act). The LTSA Act requires that the Board Directors must select appointees in such a way as to ensure that, as a group, the Directors hold all of the skills and experience identified in the Skills and Experience Profile.

Each year, three to four Director terms expire and the Board conducts an annual renewal process aligned with the requirements set out in the LTSA Act to ensure Director appointments are in place for April 1 of the next fiscal year. The Board is committed to assessing the extent to which the current composition reflects its diversity commitment as part of any Director nomination process.

2025/26 Activities:

The results of statutory Board nomination and appointment process that were effected during this reporting period follow:

- Robert Simmons appointed April 1, 2025 for a third three-year term as a nominee of the Government of British Columbia;
- Bronwyn Denton appointed April 1, 2025 for a third three-year term as a nominee of the Association of British Columbia Land Surveyors;
- Anar Popatia appointed April 1 2025 for a second three-year term as a nominee of the Association of British Columbia Registry Agents; and
- Richard Walton appointed April 1, 2025 for a third three-year term as a nominee of the Union of British Columbia Municipalities.

Board Governance Annual Reviews and Board Governance Manual

Each year, the Board conducts an annual governance review to ensure that it continues to be aligned with best practices, governance trends, and any matters relating to specific governance areas which have arisen over the fiscal year. The scope of the review varies year over year at the discretion of the Board.

The LTSA Board of Directors has established a Board Governance Manual (Manual) to describe the approach and policies for carrying out its governance responsibilities and to supplement applicable LTSA Bylaws (Bylaws). The governance policies and roles articulated in the Manual support the Board in its oversight role of ensuring efficient business operations and delivering the land title and survey systems. The Manual is a “living document”. The Board regularly reviews and revises the Manual as necessary to reflect developments in the Board’s practice, while remaining consistent with the *Land Title and Survey Authority Act* (LTSA Act), Bylaws, and Land Title and Survey Enactments (Enactments).

2025/26 Activities:

The following activities were undertaken and effected during the reporting period:

- The Board conducted its annual governance review which resulted in minor changes to various governance manual documentation to ensure continued relevance with current and evolving best practices.
- All Board and Board Committee Terms of Reference documents and the Terms of Reference for key positions that are established in the Board of Directors Governance Manual proceeded through the Board mandated three-year reviews.

Board Compensation

The LTSA Act requires that the Board must establish bylaws that, among other things, set rules respecting the remuneration and reimbursement of Board Directors. The Board Chair, Committee Chairs and Board Directors are compensated for their time by way of Annual Director Fees, as set out at Part 5 of the LTSA Bylaws and summarized below. Directors are requested to serve on two Board Committees that meet quarterly, in addition to attendance a full Board meeting each quarter.

- Board Director Annual Director Fee - \$41,200;
- Committee Chair Annual Director Fee - \$51,500; and
- Board Chair Annual Director Fee - \$72,100.

The Board reviews its compensation annually. The Board compensation philosophy includes comparators made up of both:

- public sector peer group focused on public sector board, agencies and commissions in BC or companies working specifically for a government entity; and
- private sector peer group consisting of general market and technology industry companies of comparable size to LTSA.

2025/26 Activities:

- The Board conducted its annual review of Board Director compensation during the previous 2024/25 fiscal year and determined to proceed with a 3% increase to Board compensation amounts to be in effect April 1, 2025.
- Total compensation paid to eleven Board Directors collectively for the 2025/26 fiscal year was \$525,300 and there were 27 Committee/Board meetings during the reporting period.

Board of Directors Committee Memberships and Chairs

For the reporting period, the following represents the Committee composition and Chairs:

- **Board Chair*** – Robert Simmons
- **Vice Chair** – Bronwyn Denton

Audit and Finance	New Ventures	Governance	Human Resources
Ahmed, Sarf (Chair)	Walton, Richard (Chair)	Houghton, BJ (Chair)	Popatia, Anar (Chair)
Abbott, George	Abbott, George	Farmer, Shawna	Ahmed, Sarf
Houghton, BJ	Denton, Bronwyn	Houghton, BJ	Julian, Patrick
Smythe, Scott	Farmer, Shawna	Julian, Patrick	Smythe, Scott
Walton, Richard	Popatia, Anar	Wesley, Angela	Wesley, Angela

**Board Chair is an ex-officio member of all Board Committees*

Reporting Board Meeting Outcomes

The LTSA Act, section 26(4)(f) requires that the Annual Report must include the date, type and outcome of any meetings held by the Directors or by Committees of the Directors in that fiscal year. (See Schedule A to this ESG Report for this information).

Board Orientation, Board Group Education and Individual Director Education

LTSA believes that it is important for Directors to have the skills, experiences, and knowledge required to facilitate fully informed decision-making and effective contribution by Directors. As such, the Board ensures comprehensive orientation and ongoing education opportunities are available to Directors to supplement and augment existing skills. Education includes opportunities for the Board as a whole, and individual educational opportunities for ongoing Director development.

2025/26 Activities:

During the reporting period, the following activities were undertaken:

- Board Group Education Sessions on the following topics: Board Oversight of Strategy; Systems and Technology Health – The Path to Ongoing Resilience; Indigenous Reconciliation – Understanding BC’s Colonial Past; The Art of Chairing; Cyber Risks – What Directors Should Know.
- Board Directors are invited to attend all monthly LTSA employee Lunch and Learn sessions at their discretion.

Business Ethics

Code of Business Conduct and Ethics Policy

The LTSA Board of Directors, through the Chief Executive Officer (CEO), sets the standard of conduct for the LTSA and ensures that they are communicated. The Code of Business Conduct and Ethics Policy (the “Code”) describes the standards of conduct that all Personnel are expected to follow in their day-to-day work and describes the responsibilities, roles and procedures respecting disclosures and investigations of matters which arise under the Code. The Code policy applies to the LTSA and to its subsidiaries. The Code document is available on the LTSA website for public transparency ([here](#)).

Reporting procedures for known or suspected breaches of the Code are set out in Code document which include avenues to report to the Board of Directors directly through either the Governance Committee Chair or the Audit and Finance Committee Chair (for matters related to questionable accounting or auditing matters). A designated Conduct and Ethics Advisor has responsibility for monitoring and reporting to the Governance Committee (and the Audit and Finance Committee for those items relating to accounting and auditing matters) of the Board of Directors on compliance with the Code.

2025/26 Activities:

The Board duly reviewed the Annual Code of Conduct Compliance Report in September 2025 for the period August 1, 2023 to July 31, 2024.

Matter arising during the reporting period (April 1, 2024 to March 31, 2025) were:

- **Code Communications and Training** – all employees have received the required training and have acknowledged their responsibilities under the Code;
- **Annual Code Disclosure Requirements** – completed (see Conflict of Interest below);
- **Matter arising disclosures of potential conflicts of interest**, and of any governance or financial irregularities:
 - the Conduct and Ethics Advisor responded to ten inquiries from employees during the reporting period relating to unsolicited gifts, food and beverages from customers, stakeholders, professional associations or service providers. Each case was reviewed and for five of them, no conflict, or perception of conflict was identified. In one cases, a gift received was deemed not acceptable under the Code policy and was returned. Four case related to a disclosed personal relationship between personnel; in three cases it was determined that there was no working relationship between the parties and guidance was offered on maintaining appropriate workplace conduct. In one instance, an employee worked in the same department; the Code Advisor and hiring manager acknowledged the relationships and provided advice on appropriate conduct in he workplace should the candidates be hired.
 - one disclosure received outside of the annual conflict of interest disclosure process was duly reviewed by the Conduct and Ethics Advisor and the Governance Committee Chair and duly reported to the Board. All matters of actual or perceived conflict of interest were handled in compliance with established protocols and policies with no outstanding issues;
 - there were no governance or financial irregularities reported.
- **Code breaches** – there were two reports of potential Code breaches during the reporting period. In one case, a breach of the Code was determined to have occurred relating to confidentiality. Recommendations to address the matter were tabled with the Board. In the other case related to bullying and harassment and it was determined that no bullying or harassing behaviour took place. No breach of the Code occurred.

Conflict of Interest Provisions, Procedures and Processes

The LTSA Act, Part 4 (Conflict of Interest) and the LTSA's Code of Business Conduct and Ethics Policy include provisions relating to annual and ongoing disclosure requirements. The LTSA Board has established policies and procedures for disclosure and reporting of conflict of interest. Personnel must avoid conflicts of interest with the LTSA. The results of the annual disclosure process and any matter arising disclosures are reported to the Board through the Governance Committee.

2025/26 Activities:

The Board received, and duly reviewed, the Annual Conflict of Interest Disclosure Process report in June 2025 which reported that all Directors and Officers submitted the required disclosure statement forms, all Forms were reviewed as set out in the Policy and no issues were identified.

Board and Committee meeting agendas include a standing call for Conflict of Interest Disclosures before the start of every meeting.

Complaints Mechanism

LTSA is subject to several complaint and oversight mechanisms that support accountability and transparency. The *LTSA Act* requires that the LTSA Bylaws set procedures governing the handling and disposition of written complaints made by a person in respect of the LTSA [(section 19(1)(f)] and the LTSA Board has established these procedures in the LTSA Bylaws at Part 15. LTSA is also subject to the *Ombudsperson Act* which provides an additional layer of independent oversight, and to oversight by the Office of the Information and Privacy Commissioner (OIPC) in relation to any complaints respecting access to information and privacy matters. The Board receives an annual report on matters arising through these mechanisms.

2025/26 Activities:

The Annual Public Complaints Report was duly reviewed by the Board at June 2025.

For the 2025/26 reporting period, the following complaints were received:

- Complaints directed to the LTSA or the Ministry about LTSA customer services:
 - No formal complaints were directed to the LTSA or the Ministry about LTSA Customer Service during this reporting period. One outstanding complaint referred to the Ministry in 23/24 has resulted in no follow up actions.
- Formal complaints to the Ombudsperson:
 - Four matters were referred to the Ombudsperson for consideration in 2025. Following review, the Ombudsperson closed the matters without initiating an investigation. One enquiry was made to the Ombudsperson Office seeking information or advice. There are no current, ongoing investigations.

- Formal complaints to the Office of the Information and Privacy Commissioner:
 - One complaint was made concerning LTSA's handling of an access to information request, included a fee estimate. The matter is at an early stage of review, and LTSA is cooperating with the OIPC to support its resolution.

Risk Management

LTSA has a comprehensive Enterprise Risk Management (“ERM”) framework in place and reports to the Board quarterly on areas of new risk, risk increase, risk reduction and any other changes. An overall annual review of ERM is conducted during the Strategic Planning Session with the Board of Directors. LTSA has a robust crisis management and business continuity program and regularly exercises its plans to ensure staff are aware of their roles and recovery is well coordinated.

Data Policy, Privacy and Management

Cybersecurity Program

LTSA has a robust cyber security program in place, recognizing that the majority of LTSA services are delivered online with modern technology. LTSA has implemented preventative measures to minimize risk, including frequent vulnerability and threat assessments, application and network penetration testing, regular security risk reviews, regular reviews and updates to IT policies and procedures, vendor security and privacy impact assessments, and regular security awareness training and testing for employees and contractors.

2025/26 Activities:

During the reporting period, the following activities occurred:

- LTSA continued to mature its cyber security program, introducing new capabilities to strengthen data protection and system access. An independent maturity review was completed, confirming progress and informing targeted improvements.

Privacy Management Program

LTSA is subject to requirements of the *Freedom of Information and Protection of Privacy Act* (FIPPA) which has oversight by the Office of the Information and Privacy Commissioner (OIPC) of BC. In addition to complying with its legal obligations under FIPPA, LTSA has in place a Privacy Management Program (PMP) framework consistent with the OIPC's published recommendations.

The PMP framework ensures that privacy protection is built into LTSA's day-to-day operations, supports compliance with applicable laws (including FIPPA and the *Personal Information Protection Act*) and is a demonstrable accountability tool for meeting privacy best practices.

2025/26 Activities:

During the reporting period, the following activities occurred:

- privacy training to all new-hires across LTSA and its subsidiaries;
- completed 15 privacy impact assessments, including assessments for IT system modernization and implementation of generative AI tools; and
- received and responded to 14 Freedom of Information requests.

Data and Information Technology Policy Framework

The LTSA has established a comprehensive policy framework which sets out the LTSA's corporate approach to information security management aligned with industry standards. The Information Security Policy (ISP) defines the framework under which the LTSA and its subsidiaries must operate in order to ensure that information security practices are reasonable, appropriate and efficient. This aims to ensure reasonable protection of personal and confidential information in a manner that is compliant with applicable legislated privacy and data protection requirements.

LTSA's Vice President and Chief Information Officer (CIO) has overall accountability for information security and provides regular reports to the Chief Executive Officer and LTSA Board of Directors on the current state of security and the external cyber threat landscape. The CIO additionally provides policy and operational guidance to ensure ongoing security and integrity of LTSA information in electronic form.

2025/26 Activities:

During the reporting period, the following activities occurred:

- completed an annual review and refresh of LTSA's information technology and information security policies to ensure continued alignment with industry standards and legislative requirements;
- used the results of an independent cyber security maturity review to inform policy priorities and areas for improvement; and
- implemented a Responsible AI Governance framework and risk reporting on the use of Artificial Intelligence.

Schedule A

Summary of Board and Committee Meetings and Outcomes¹

As required by Section 26(4)(f) of the *Land Title and Survey Authority Act*, outcomes resulting from Board and Board Committee meeting deliberations during the 2025/26 fiscal year are outlined in the table below [Audit and Finance (AF), Governance (GV), Human Resources (HR), New Ventures (NV) and Board (BD)].

DATE AND TYPE	OUTCOMES	
<p>Quarterly Meetings</p> <p>June 5, 2025 [NV, AF]</p> <p>June 6, 2025 [GV, HR]</p> <p>June 19-20, 2025 [BD]</p>	<p>Reviewed:</p> <ul style="list-style-type: none"> • Strategic Oversight Framework Update [NV/BD] • New Venture Opportunities [NV/BD] • Inorganic Growth Strategy [NV/BD] • Updates on Approved Initiatives [NV/BD] • Quarterly Operations Reporting and Customer Transactions [NV/BD] • Customer Relationship Health Survey Results Report [NV/BD] • External Audit Report for 2024/25 [AF] • Financial Forecast [AF/BD] • Quarterly Budget Updates [BD] • Policy and Legal Quarterly Report [GV] • 5 and 10 Year Reviews under the Operating Agreements [GV] • Responsible Artificial Intelligence (AI) Governance Framework [GV/BD] • Annual Public Complaints Report [GV] • Annual Board Renewal Process - Initiate [GV] • Board Evaluation 2024 (approach) [GV] • Board Compensation – Annual Review (approach) [GV/BD] • Annual Conflict of Interest Disclosure Process Report [GV] • Quarterly Human Resources Report [HR] • CFO Position Update [AF/HR] • Collective Bargaining (status update) [HR] • CEO Succession [HR] • CEO's Report on Senior Mgmt Accountabilities and Resp. [HR] • Board Education: Board Oversight of Strategy [BD] • Strategic Planning 2025 (approach) [BD] • CEO's Quarterly Report on Key Performance Measures [BD] • Quarterly Enterprise Risk Reporting (incl. Annual Cyber Security Report; Quarterly Cyberbrief, Board Crisis Response Plan Updates) [BD] • LTSA Annual General Meeting (approach) [BD] • Board Development Quarterly Report [BD] • Board Meeting Operations Retrospective [BD] • Board Education: System and Technology Health [BD] 	<p>Approved:</p> <ul style="list-style-type: none"> • New Initiative – Electronic Filing System (EFS Replacement) [NV/BD] • New Initiative – Vault Records Program – Funding for Scoping Digital Vault [NV/BD] • New Venture – Acquisition [NV/BD] • New Venture – Investment [NV/BD] • 2024/25 Audited Consolidated Financial Statements and Management Discussion and Analysis [AF/BD] • 2024/25 LTSA Annual Report [AF/BD] • 2024/25 Annual Operating and Capital Plan increases [AF/BD] • Delegation of Authority to CEO and associated updates to Section 9 of the Board Governance Manual [AF/BD] • LTSA Bylaw Amendment, Section 2.1 (Head Office) [GV/BD] • Board Governance Manual, Director Compensation and Expenses (Section 29) [GV/BD] • 2024/25 CEO Performance Report [HR/BD] • CEO Compensation Decisions [HR/BD]
<p>July 9, 2025 [BD]</p>	<p>Conducted:</p> <ul style="list-style-type: none"> • LTSA Annual General Meeting 	

¹ As required by Section 26(4)(f) of the *Land Title and Survey Authority Act*.

<p>Quarterly Meetings</p> <p>September 9, 2025 [NV, AF]</p> <p>September 10, 2025 [GV, HR]</p> <p>September 24-25, 2025 [BD]</p>	<p>Reviewed:</p> <ul style="list-style-type: none"> • Strategy Oversight Framework Update [NV/BD] • New Ventures Opportunities [NV] • Initiatives Exploration [NV] • Initiatives Exploration – Inorganic Growth Strategy [NV/BD] • Updates on Approved Initiatives [NV] • Quarterly Operations Reporting and Customer Transactions [NV] • Technology Briefing: Blockchain [NV] • Code of Business Conduct and Ethics Annual Compliance Report [AF/GV] • Quarterly Financial Forecast Review [AF/BD] • Quarterly Financial Reporting Package Components (annual review) [AF] • Subsidiary Financial Statements [AF] • Policy and Legal Quarterly Report [GV] • 5 and 10 Year Reviews under the Operating Agreements [GV] • Artificial Intelligence (AI) Governance – Board Oversight [GV/BD] • Responsible Use of Technology [GV] • Annual Board Renewal Process – Status Update [GV] • Quarterly Human Resources Report [HR] • Employee Engagement Results for 2025 [HR/BD] • Collective Bargaining (status update) [HR/BD] • LTSA Board/Executive Strategic Planning Session [BD] • LTSA Future Board (discussion) [BD] • Board Education: Indigenous Reconciliation: Understanding BC's Colonial Past [BD] • CEO's Quarterly Report on Key Performance Measures [BD] • Quarterly Enterprise Risk Reporting (incl. Quarterly Cyberbrief) [BD] • Board Crisis Response Plan (update) [BD] • Board Development Quarterly Report [BD] 	<p>Approved:</p> <ul style="list-style-type: none"> • Unaudited Condensed Consolidated Interim Financial Statements for the three months ended June 30, 2025 [AF/BD] • Temporary Fee Exemption: Parcel Activity Notifier Fee and Electronic Transaction Service Charge Fee for Verified Property Owner Account Holders in effect date that service if operational until March 31, 2028 [NV/AF/BD] • Selection and Appointment of External Auditor for 2025/26 [AF/BD] • Board and Committee Meeting Schedule 2025/26 (updated) [BD]
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<p>Quarterly Meetings</p> <p>November 13, 2025 [AF, NV]</p> <p>November 14, 2025 [GV, HR]</p> <p>December 2-3, 2025 [BD]</p>	<p>Reviewed:</p> <ul style="list-style-type: none"> • Strategy Oversight Framework Update [NV/BD] • Initiatives Exploration – Inorganic Growth Strategy [NV] • Updates on Approved Initiatives [NV/BD] • Quarterly Operations Reporting and Customer Transactions [NV] • Annual Governance Review – New Ventures Committee Timetable [NV] • Financial Forecast – Quarterly Review [AF/BD] • Annual Statutory Fee Review for 2026/27 Fees (approach) [AF/BD] • LTSA Investment Policy (annual review) [NV] • Policy and Legal Quarterly Report [GV] • 5 and 10 Year Reviews under the Operating Agreements (update) [GV] • Board Chair Selection Process and Criteria for 2026/27 (approach) [GV/BD] • Board Material Information Management and Security [GV/BD] • Board Renewal Process – Future Board [GV] • Board Evaluation 2025 Results Report [GV/BD] • Quarterly Human Resources Report [HR] • Annual Governance Review – HR Matters (reviewed): [HR] <ul style="list-style-type: none"> • Human Resources Committee Terms of Reference [GM-S25] • Chief Executive Officer Terms of Reference [GM-S7] • Human Resources Committee Timetable (recommended to GOV) [GM-S34] • Collective Agreement (status update) [HR] • Executive Compensation Philosophy (annual review) [HR/BD] • CEO's Report on Senior Management Succession Plans [HR] • CEO Succession Plan [HR] • CEO Compensation (annual review) [HR/BD] • Board Education Session: The Art of Being a Chair [BD] • Annual Meeting of Board, LTSA Stakeholder Advisory Committee and LTSA Executive • LTSA Strategic Plan (2026/27 to 2028/29) (review draft) [BD] • LTSA Future Strategy (2027/28) (approach) [BD] • CEO Quarterly Board Report on Performance [BD] • Quarterly Enterprise Risk Reporting (incl. Quarterly Cyberbrief and AI Brief) [BD] • Board Development Quarterly Report [BD] 	<p>Approved:</p> <ul style="list-style-type: none"> • New Venture Opportunities-Digital Vault Initiative [NV/BD] • Updates on Approved Initiatives – Asset Divestiture [BD] • Unaudited Condensed Consolidated Interim Financial Statements for the three and six months ended September 30, 2025 [AF/BD] • Annual Governance Review – Updates [GV/BD] • Annual Board and Committee Meeting Schedule for 2026/27 [GM-A2] <ul style="list-style-type: none"> • Stakeholder and Customer Engagement [GM-S14] • Governance Committee Timetable [GM-S32] • Strategic and Business Planning [GM-S10] • Board Terms of Reference [GM-S4] • Stakeholder Advisory Committee Terms of Reference [GM-A14] • Governance Committee Terms of Reference [GM-S23]
<p>January 21, 2026 [GV]</p>	<p>Reviewed:</p> <ul style="list-style-type: none"> • Board Renewal Process (Review Nominations [GOV]) 	<p>Recommended:</p> <ul style="list-style-type: none"> • Board Chair Selection and Appointment for 2026/27 [GV]

<p>Quarterly Meetings</p> <p>February 9, 2026 [NV, HR]</p> <p>February 10, 2026 [GV]</p> <p>February 13, 2026 [AF]</p> <p>February 25-26, 2026 [BD]</p>	<p>Reviewed:</p> <ul style="list-style-type: none"> • Strategy Oversight Framework Update [NV/BD] • Initiatives Exploration [NV] • Initiatives Exploration – Inorganic Growth Strategy [NV] • Updates on Approved Initiatives [NV/BD] • Quarterly Operations Reporting and Customer Transactions [NV/BD] • ParcelMap BC Adoption (update) [NV] • LTSA Business Plan (26/27-28/29) (draft text) [AF/BD] • LTSA Insurance (annual review) [AF] • Financial Forecast – Quarterly Review [AF/BD] • External Audit Plan for 2025/26 [AF] • Policy and Legal – Quarterly Report [GV] • 5 and 10 Year Reviews under the Operating Agreements [GV/BD] • Committee Memberships and Chairs for 2026/27 (approach) [GV] • Skills and Experience Profile (Schedule A, Bylaws) (annual review) [GV/BD] • Board Group Education Plan and Budget 2026/27 (confirmed) [GV/BD] • Governance Structure [GV/BD] • Board Evaluation 2026 (approach) [GV] • New Director Orientation Program (approach for annual review) [GV/BD] • Quarterly Human Resources Report [HR] • Employee Engagement Survey 2026 (approach) [HR] • Employee Engagement – Culture (annual update) [HR] • CEO's Report on Senior Management Perf. Evaluation 2025/26 (approach) [HR] • CEO Performance Evaluation for 2025/26 (approach) [HR] • CEO Compensation 2026/27 (review requested information) [HR/BD] • Board Education: Cyber Risks [BD] • CEO Quarterly Board Report on Performance and Stakeholder Engagement [BD] • LTSA Future Strategy 2027/28 [BD] • Quarterly Enterprise Risk Reporting (incl. Quarterly Cyberbrief and AI Brief) [BD] • Board Development Quarterly Report [BD] 	<p>Approved:</p> <ul style="list-style-type: none"> • Unaudited Condensed Consolidated Interim Financial Statements for the three and nine months ended December 31, 2025 [AF/BD] • Updates on Approved Initiatives – Asset Divestiture Clarifying Resolution [BD] • LTSA Bylaws Amendments: <ul style="list-style-type: none"> • Results of Annual Fee Review for 2026/27 Fees [AF/BD] - Part 13 (Service Fees) to authorize the following to be in effect April 1, 2026: <ul style="list-style-type: none"> • a 3% CPI increase to fees established under the Operating Agreement between the Province and the LTSA; • a 3% increase to Land Owner Transparency Act Fees; • a comparable increase to LTSA Administrative Fees and some Electronic Transaction Service Charges. • Housekeeping Amendment [GV/BD] to Section 15.22(d) in effect February 26, 2026 • Results of Board Compensation Annual Review [GV/BD] - Part 5 (Directors Remuneration and Reimbursement) to effect a 2.5% increase to Board Compensation in effect April 1, 2026 and associated budget increase. • 2026/27 Annual Operating and Capital Plans [AF/BD] • Board Director Appointments effective April 1, 2026 (Dana Hayden, Government of BC; BJ Houghton, Association of BC Land Surveyors; Salman Manki, Law Society of BC; Anna Solnickova, BC Real Estate Association. [GV/BD] • Annual Governance Review 2025/26 (results of annual review [GV/BD]) <ul style="list-style-type: none"> • Director Orientation and Ongoing Education [GM-S18] • New Ventures Committee Timetables [GM-S33] • Human Resources Committee Timetable [GM-S34] • Collective Agreement – Authorize CEO to Execute the Agreement [HR/BD] • 2026/27 CEO Performance Plan Targets and Measures [HR/BD] • Board Chair Appointment – Robert Simmons appointed as Board Chair for one year term effective April 1, 2026 [BD] • LTSA Strategic Plan 2026/27 to 2028/29 [BD]
<p>March 26, 2026 [BD]</p>	<p>Reviewed:</p> <ul style="list-style-type: none"> • LTSA Stakeholder Advisory Committee Meeting Record – March 4, 2026 [BD] • Code of Business Conduct and Ethics – Report on Disclosure Forms review) [BD] • Update on Approved Initiatives – Asset Divestiture (status) [BD] • Board Education Session Plan (final) 2026/27 [BD] • Annual Conflict of Interest Disclosure Process (notice of initiation) [BD] 	<p>Approved:</p> <ul style="list-style-type: none"> • Committee Membership, Chairs, Vice Chair (confirm for 2026/27) [BD] • LTSA Business Plan (2026/27 to 2028/29) (approve release) [BD]