

**CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS
L'ASSOCIATION DES ARCHITECTES PAYSAGISTES DU CANADA**

**BOARD MEETING - CHICAGO HILTON
SEPTEMBER 30, 1993**

ATTENDED BY: Jim Melvin, President; Don Barron, President Elect, Dan Glenn, APALA; Lynn Duranceau, AAPQ; Rob Norman, OALA; Ken Rech, MALA; Don Ruggles, SALA; Peter Wiseman, AALA; David Mitchell, BCSLA; Linda LeGeyt, Executive Secretary CSLA; Larry Paterson, Executive Director, CSLA.

Regrets: NWTLA

MINUTES OF THE MEETING

1. Meeting began at 8:30 AM by moving from the Lake Ontario Room on the 8th floor of the hotel to the more pleasant surroundings of the Conrad Hilton Suite overlooking Lake Michigan from the top of the tower.
2. Re Minutes of BOG Meeting in Montreal and ExCom Meeting in Calgary; moved acceptance by D. Mitchell, 2nd, D. Barron - carried with the proviso that Barron's name be spelled correctly.
3. President Melvin welcomed everyone to the meeting and reviewed his report as outlined in the binder.
4. President Elect Barron reviewed the text of his report as contained within the binder.
5. Executive Director Paterson outlined services completed to date and noted income and expense to date as outlined in the binders. Adoption of report - moved Ruggles, 2nd Duranceau.
6. Board Reports:

APALA: Dan Glenn.

Have been focusing on a Marketing Plan based on a survey of the members. OALA requested a copy of the study for the Media Access Committee. BC requested a copy

of standards. BC has specifications, Mitchell will send one to CSLA office. Linda to copy APALA info and send to B.O.G.

AAPQ: Lynn Duranceau

Handout of program from Quebec Ministry of Culture

Additional programs study

Sept 94 conference by urban planners aimed at collaborating with other professionals on planning issues and development which relate to Quebec Landscape.

VVCF involvement by AAPQ still being determined by AAPQ executive. There may be an opportunity to have CSLA involvement, BOG members are interested in being kept informed - to be provided by Lynn Duranceau to Don Barron.

Re: VVCF 4.1 - Landscape Architects do judging of programs which relate to L.A. Lynn to get a summary of Terms of Reference, send them to Executive Director for translation and provision to the BOG.

Re: VVCF 4.3 - Lynn to review complete process, especially lobbying effort, and to provide outline of it for BOG information.

OALA: Rob. Norman

Reviewed highlights of written report.
Noted that marketing is main trust of OALA focus to date.

Exhibit of built works will take place Dec. 10th.

RE: grading plans issue - BC building code categorizes that grading and landscape be the responsibility of engineers and various municipalities are treating the issue in a variety of ways few of which are of benefit to L.A.s BCSLA and OALA share common concerns and need to maintain liaison for mutual benefit.

Each component asked to review the status of treatment and restrictions of Landscape Architects in their region in the review and approvals process of project drawings, etc. and report back to B.O.G. CSLA could establish a national policy.

Tree preservation bylaws are being generated in BC municipalities which need tree inventories by L.A's - process however needs some refinement and Mitchell

is working on issue.

MALA: Ken Rech

Correction re members: actually total of 82.

Firms are now working on river project and hope to have it finished in order to present outcome at CSLA Awards presentation in January 94.

Handouts: Membership information package, Introduction to Association and latest newsletter, city week newspaper article.

MALA having lawyer write to telephone company to have non landscape architects removed from classification.

New Mayor of Winnipeg is an ally of Landscape Architects has an evergreen plan for the city and doing a beautification project on the entry to the city from the airport.

Funding requests are taking up a major share of executive time and they are now having to be quite selective in the review and approval process.

It was commented by the Ex.Dir. that component newsletters must be selective in respect to the type of information that is used from B.O.G. meetings or that is circulated for information from the CSLA secretariat.

SALA: Don Ruggles

Verbal Report - SALA is struggling and have lost some people recently; currently have less than 20 members. Not much of a private practise in the province and those within the province may also be in jeprody as some positions get eliminated through cut backs. One of the LA positions in Regina may be deleted. This will impact the review and approval possibilities.

Wascana Centre Authority is being reviewed and could be subject to cuts. Overall the province is in difficulty and not expected to improve in the near future.

SALA has not be very mobilized over the past few months and will be getting more active in near future.

AALA: Peter Wiseman

Handouts - report, and newsletter.

AALA currently trying to negotiate with telephone company, with little success, to limit who is included in the yellow pages under the classification of Landscape Architect.

AALA will approach Premier with idea to create provincial bill to give municipalities authority to protect trees not on public lands. This is of interest to all components - Wiseman to provide a copy of the bill to the Executive Director who will send to B.O.G. Mitchell to provide a copy of BC's current legislation and some of the municipalities bylaws to the Executive Director who will copy it and forward to the BOG.

All Components asked to copies of their member handbooks to the Executive Director for file and distribution to BOG.

AALA wanting to review the BOG member representation and Peter Wiseman is interested in discussing issue with other BOG members. AALA -CSLA member would be an elected member from AALA, elected for a minimum two year term.

City of Edmonton doing an historic resource inventory - and have added a category of landscapes. AALA now trying to determine landscapes which will qualify and have sent out an information package. This program should expand on a national basis - CSLA should come up with a policy. Ex.Dir to contact Heritage Canada re definitions of Historic landscapes. Heritage conservation districts (SALA meeting with Heritage Canada re: Regina's Market Square on October 14th - Ruggles to provide names of contacts to CSLA office and report to B.O.G. on workshop) apparently can include landscape. CSLA should establish a formal relationship with Heritage Canada. ASLA standards were also questioned. Mitchell an Ruggles to get information and report back to B.O.G. Sources of info: Ted McLaughlan and Charlie Thomsen at University of Manitoba. Parks Canada - a list of landscapes already recognized.

BCSLA: David Mitchell

Geoff Philips is new president of BCSLA

Membership at next AGM will confirm that CSLA rep will be a two year term and be someone from the board.

Exams tend to be key focus of programs in province. Have had a good showing in the passing rates of CLARB exams and are working with CLARB for

recognition of other members as BC exam appears to have been more difficult than CLARB one.

Questionnaire to membership asking if they support component approach to use CLARB. BCSLA survey at end of report has not gone out to membership as yet.

Some discussion has taken place re: changing Name Act to Practise Act. Also looking at redoing Fee Guide.

CLARB is proving to be very expensive and has resulted in increase in dues to associates. CSLA needs to develop a position/policy regarding the L.A.R.E. exam. BCSLA trying to develop a Board to review membership admittance to the society. Past process was easy, now more difficult due to examination process.

NWTLA: Written report (newsletter)

7. Reviewed Committees and task force chairs and refined as per the attached list.

MALA would like copy of CIP information.

A "Congress Document" - CSLA should have one. Rech to work on. Need: basic information, plus summaries of each Congress.

8. History proposal to LACF - presentation by Linda LeGeyt

Progress to date: ... proposal has been submitted to LACF and response is anticipated in November. Proposal differs from mandate of LACF.

Would like letter of support from CSLA to LACF.

Moved: Barron: that the CSLA endorse the proposal to prepare a "Draft Manuscript for publication on aspects of the profession of landscape architecture in Canada." and provide a grant of \$5000.00 with the proviso that other sources of funds be explored.

2nd. Ruggles, Carried.

All BOG members to take proposal to members and see if there is financial support that can be provided from their group for this study.

List of: 1) questions and 2) potential interviewees to be sent to BOG for review

and response.

Moved: K. Rech that 5000.00 of 1993 budget for Secretariat
be used for this history project.

2nd. Barron; Carried.

Adjournment for lunch.

10. Congress 93 Report - Lynn Duranceau

The congress has a deficit of \$29,885.00

Trade show and attendance by Canadian Landscape Architects was less than expected.

Currently have \$28,383 due in receivables and \$58,268 in payables. Congress accountants to be asked to produce an english version of the accounting statement.

President Melvin indicated the disappointment of the BOG in the lateness and incompleteness of the financial statements. The CSLA needs to have a complete breakdown of all information on each of the accounts in order to see how the money was received/spent. In addition, no further cheques should be issued and creditors should be held at bay until they can wait no longer. The President and Ex.Dir. need to get together with AAPQ organizing committee to carefully review the finances and determine a suitable course of action. Need to resolve by the end of November. There is no debate as to whether there will be a split - there is agreement to cost share and this will be honoured. However, the BOG needs to establish what it is they are sharing in and to agree to that sharing.

Congress Successes: a good joint venture re: exchange of ideas and opportunity to meet other professionals. Some very good speakers; field trips were good; exhibitors were good - too bad there weren't more.

Congress concerns: a different atmosphere - not personal due to size of congress.

11. Congress '94 - March

Registration package to be included in the Bulletin. Pre-registrations are encouraged to help offset the upfront costs.

12. Congress '95 - September

"Sustainable Downtowns" to be topic; facilities to be donated - the Days Inn is

the conference hotel. Overlap with IDA is on a Saturday and could in the area of bus tours. Fees, hotels and conference arrangements are separate from IDA. All MALA requires is a mailing list from the CSLA. OALA expressed concern that the MALA is operating outside of the CSLA team by acting on their own and has made an official motion at one of their meetings to express this concern. It was discussed that the hosting of a congress was not an opt in - opt out situation and would not be allowed in future.

The mandate of the Congress Liaison Committee Chaired by Rob Norman and Ken Rech is to review issues associated with the hosting of Congress and what is the relationship between the component association and the CSLA. CSLA's role in respect to conferences to be revisited at next meeting of BOG.

Alf Simon is the contact person for the continuing education portion of Congress 95. No chairperson has been selected as yet.

13. Congress 96

Currently scheduled for Ottawa.

14. Congress 97

Moved: Barron: That the conference not be held in Newfoundland in 1997 because there is not a CSLA Component Association there, and because of timing and cost considerations.

2nd Ruggles

Discussion: letter from CIP regarding the conference, looking for assistance with committees and financial sharing, promotion, and program inputs; potential of hosting a conference in a place such as New Brunswick and have a pre- or post conference tour to Newfoundland in connection with the CIP conference; June is a bad time of year for landscape architects; and the cost of travel is prohibitive.

Motion amended (Ruggles, Wiseman) to delete reference to Component Association from the motion. Carried

Amended Main Motion carried.

Conference now to be held in Alberta

15. Congress 98

Potential of New Brunswick conference is to be discussed by APALA.

16. Congress 99 in Saskatchewan

17. Congress Policy issue on agenda deferred to Congress Committee.

18. International Issues:

Barron has rec'd letter from Japan indicating that Japan was considering a new direction and this could be in support of the Alliance. Reviewed the letter by Melvin to ASLA re: Alliance and need to have a single voice to represent Landscape Architects. Peter Jacobs is willing to keep abreast of IFLA issues and to regularly report to the BOG. Peter suggests that the CSLA make a nominal payment to IFLA to cover the costs of mailing information etc. Current position of CSLA is to continue to listen to all points of view and maintain an international liaison role.

Reviewed MacLeod proposal for International Committee objectives. Bulletin could be used to convey information about the program to the membership at large. Need to have a reporting format for those members who are practising abroad to be able to let the membership know what is going on throughout the world.

Moved Mitchell, 2nd Rech

That the proposal of John MacLeod regarding the International Initiatives Committee be endorsed in principle and that John be instructed to proceed by liaising with the ExCom.

Carried.

19. Monarch Butterfly Project Potential

Reported on in detail in the binder. Discussed that there had already been a significant amount of work already completed and that the project would be better tabled until a greater focus could be determined and agreed upon. Agreed that the BOG would delay action pending further review.

CSLA should notify the Canadian Government that there is expertise available in the membership that could be used in international initiative programs - ie taking action in Canada that has an impact on an international front - ie protecting milkweed habitat in southern Ontario. President and Miss Linda (bubbles) to

pursue the issue with federal government.

20. Congress 2000

Presentation and discussion of letter from AAPQ regarding the Congress. Need to determine the CSLA - ASLA relationship and how it will co-function. Currently key individual in AAPQ is Lynn Duranceau. Need to establish a critical path regarding the scheduling and decisions to be made.

1715 HRS - ADJOURNMENT FOR THE DAY.

OCTOBER 1, 1993 - DAY TWO

21. Meeting with ASLA Trustees 8:30 AM Friday, October 1, 1993

This meeting was attended by approximately 80 ASLA Trustees and Melvin, Barron, Paterson, LeGeyt, Norman, Mitchell and Duranceau.

Topics of discussion included: The Standard Industrial Classification of Landscape Architects to be re-classified from agricultural workers to professionals. The American situation has been frozen by the Clinton Administration and there is no time frame as to when the issue may be re-initiated.

Accreditation: There was agreement in principal that the Accreditation of Canadian Universities by a joint ASLA-CSLA committee can be possible. It was agreed that the CSLA and ASLA representatives would get together at the next opportunity to begin to outline the process and steps involved in establishing a joint accreditation process and to set a schedule and mechanism in place to allow this to occur. It was suggested that this meeting take place in January or February with a report to be brought back at the next major meeting- San Antonio, 1994.

Congress 2000: During the next year, issues related to planning of the Conference, time lines, reporting procedures and financial cost sharing will be determined by the ASLA and CSLA representatives and report back by the next ASLA Annual meeting - San Antonio 1994.

IFLA: The ASLA stated that there is a necessity of having an international connection however, they wish to have a body functioning to administer with efficiency and a world perspective - unfortunately this is currently not happening in the IFLA administration. Until it does ASLA will continue with Alliance. CSLA will continue to monitor both the IFLA and Alliance groups.

BOARD OF GOVERNORS MEETING RECONVENED 10:30 AM.

22. Re: Congress 2000 it was stated that the CSLA would enter into agreement with the ASLA and have a separate agreement with the AAPQ.
23. Accreditation: Report by Charlie Thomson handed out for information. Manitoba newspaper article not to be considered as having impact on Landscape Architecture and the BOG is asked to disregard the article.

The Canadian and American Accreditation manuals need to be compared to determine similarities and differences. Accreditation committee to review and report back to BOG. It was noted that the ASLA does not grant extensions and that the CSLA may wish to follow suit. Contact Charlie and let him know that Accreditation was accepted? He should meet with Dan? in January, 1994.

24. Re: Silver Medal:

Barron provided handout which discussed the medal and costs associated therewith. Samples of the medals were passed around for viewing - Cast medals are generally used for sports events and cost approx. \$6.74 each - concerns that there is only a limited amount of detail that can be included. Minted medals have the ability to include a significant amount of detail. The minted medal has "more class" and cost - approx. \$69.00 each subject to change on the basis of the cost of the metal being used - ie silver. CSLA design as noted in the binder will include the recipients name and reference to the component association on the reverse side. This design would be difficult to include in a cast format and would only work in a minted one. Example of reverse side of metal passes around for review. It was noted that the Fellows did not have to accept the "new" design and they need to be included in the decision process. Minimum order is 100 medals.

Moved: Ruggles, 2nd Glenn

That the medal be minted.

Carried unanimously; Don Barron to follow up.

An on-going cost to the CSLA would be the annual inscription of the medal.

25. Introduction of Betsy Cuthbertson Director of Government Affairs of the ASLA.

LAF Banquet: this used to be a roast and was not a fund raiser. LAF now has an honour role and use function as a means of raising money for LAF.

26. CLARB/LARE

CSLA BOG members asked to review issue of LARE with their boards, based on the BCSLA report, and determine if they wish to participate with the process. It was noted that components could piggy back with BCSLA or OALA if they wished.

27. Education Committee

No report - committee having difficulty getting together. It was suggested that a conference call be set up to provide the opportunity to have an exchange of information.

28. Awards:

The BOG wishes to acknowledge the tremendous effort that Faye Langmaid has contributed to the Awards program and to thank her for her efforts on behalf of the society. The BOG is pleased to recognize Ted McLachlan as the incoming chair of the awards program.

Ten year awards issue not to proceed at this time.

1993/94 Awards Jury

Returning Juror; Chantelle
Ontario - Jim Floyd, Prairies - Cynthia Collmeyer,
BC - to be determined

Based upon proposal acceptance noted below there is the potential to have air credits to pay for a juror from APALA to travel to the January awards jury. APALA to determine who this individual might be. Don Barron to liaise on the issue with Harold Smith Travel.

29. Travel Proposal:

Reviewed Harold Smith Travel proposal (Uniglobe). This is a proposal which would apply to all CSLA members. They will provide monthly reports. On personal flights, the individual and the CSLA would both benefit.

Motion: Don Barron, 2nd Norman; to accept proposal from Harold Smith Travel for a trail one year period.

Individuals will continue to do their own bookings however they would book through a 1-800 # to the agency who would have a profile sheet on each member of the society noting their travel preferences.

Motion Carried. Don to contact Harold Smith and have them send to all components.

30. Internal Awards:

It was noted that Hugh Knowles was awarded a life membership in the CSLA at Montreal and that this had not been reported in the Bulletin. This to be corrected with apologies to Hugh.

AALA has nominated two individuals for President's award. Is there a master list of who has awards and what the awards are. Currently there are only 6 President's awards that have been issued. Don to prepare report on the various awards for the components to review.

Current awards: Professional design
Student
Service:
* President's
* Honourary
* Special

All BOG members to have recommendations re: Regional Service Awards and President's award to Barron by November 1, 1993.

Nominated for President's Award: Peter Jacobs, AAPQ

plus many 1992 nominees ie: Gunter Shoch, MALA
Al Rattray - 1992
Mike Hough - 1992
John McLeod - AAPQ
Peter Klynstra - APALA
Ron Tatisiore - AALA
Larry Paterson - AALA
Jack Milliken
Victor Chanasyk

Honorary Award Nominees: Dr. Jennifer Shey - Manitoba

Moved: Rech 2nd: Barron
Carried with one abstention:

Fellows Nominations from the BOG: John MacLeod

Bog urged to bring forward names for recognition as Fellows and for other awards.

31. Media Access:

Reviewed goal of Media Access manual as noted in the Ilsa Andzans report and indicated that it was too narrow in focus. Handout of CSLA Marketing Proposal.

A list of Media contacts is available. Rob to review the media kit which is in existence and provide advice re: media distribution.

The BOG thanked Rob for an excellent report and asked that he proceed with the proviso that the budget component of his report not be implemented at this time.

Rob asked the BOG to provide comments on his report as soon as possible in order to provide further direction.

Rob was asked to contact each component and find out what each is doing with respect to marketing.

Potential of grants to be explored.

32. Brochure:

It was commented to change the text to include reference to Graduate rather than student; there appears to be text missing on the portion dealing with the Practice of the Profession.

Moved Wiseman, 2nd Mitchell

That the brochure be accepted as presented subject to verification of text as noted above.

Carried

No action at this time needed re publication in French.

Potential of grants for publication to be explored.

33. External Affairs:

Program questionnaire has received 33 responses to date and will summarize findings.

Brad needs official recognition of CSLA to Govt. of Canada to participate in the reclassification of the profession through Stats Can.

34. Community Service:

A report to be presented to the BOG at its next meeting.

35. Bulletin Editor

Although there were several verbal enquiries about the editorship, there were only two applicants - Todhunter and Smith.

Copy of Publications Task Force report to be set to each BOG member.

Moved Wiseman, 2nd Barron

That Roger Todhunter be accepted a the new editor of the Bulletin.

Carried.

Executive Director to contact individuals.

36. Landscape Architectural Review

A lengthy discussion took place with respect to the magazine and it was decided that the CSLA was not interested in pursuing the proposal put forward regarding having Landscape Trades Magazine take over LAR. This issue was referred to the Publications Committee for further consideration and action. A report is to be brought forward to the next BOG.

37. Membership Review

Ruggles Report handed out to attendees.

A key component of this report is the recommendation to add the category of Associate to the membership of CSLA with an Associate fee of an amount to be determined.

Recommended that the report be amended to remove recommendation 4 and then be adopted in principle.

Moved Barron:, 2nd Norman

That the report on membership be adopted in principle subject to the removal of

recommendation 4.

Carried.

All BOG members to review report with their membership and report back to the BOG at its next meeting.

38. Re: Use of the Name Architect

There is general agreement that the use of the name architect is permitted in the various provinces. AAPQ is reviewing the status of this and SALA will review and advise.

It was noted that there was no evidence that there was agreement for use of the name during Hough's Presidency.

39. Proposed Expense Guidelines

Moved Ruggles, 2nd Rech

That the proposed guidelines be accepted.

Carried; 1 opposed.

40. Policy and Procedures Manual

To be reported back to the next meeting.

41. Native Scholarship:

Ruggles to report back to the next BOG meeting.

Paterson to provide Ruggles with decisions of the Bog in text of minutes.

42. College of Fellows Report:

Received for information. Thank you to Gunter Schoch.

43. Reciprocity:

Reviewed report in binder.

Recommended that the OALA person be Brian Giberson not Bob Bee.

Handed out a motion regarding Reciprocity Process.

Moved By Barron; 2nd Wiseman

That the motion as handed out be accepted.

Carried, one abstention

Barron to modify schedule and initiate.

Moved

44. Computer Scanning of Previous Minutes

Agreed that any money remaining in the budget for the office be used to scan in the minutes of previous meetings.

45. Publications Info-Link

More information to be gathered and Info Link proposal to be considered at next BOG meeting.

46. Re: Expenses to be considered.

Moved: Rech, 2nd Glenn

That the brochure be published.

Carried.

Moved Rech, 2nd Duranceau

That the \$5000 grant for the LeGeyt study be identified in the 1994 budget.

Carried.

Re: Congress 94 Cash Requirements:

Ex.Dir. directed to negotiate with BC to scope out the cash requirements and determine a resolve.

Re: Congress 93 Overrun.

Issue deferred to ExCom to resolve as soon as possible.

Next Meeting: ExCom. December 9,10,11 in Toronto.

Next BOG Meeting: January 13, 14, 15 in Fredricton.

1720: MEETING ADJOURNED