

**CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS
L'ASSOCIATION DES ARCHITECTES PAYSAGISTES DU CANADA
BOARD OF GOVERNORS MEETING
JANUARY 14,15, 1994
FREDERICTON, NEW BRUNSWICK**

ATTENDED BY: Jim Melvin, President; Don Barron, President-Elect; Dan Glenn, APALA, Lynn Duranceau, AAPQ; Rob Norman, OALA; Ken Rech, MALA; Don Ruggles, SALA; Pete Wiseman, AALA; Dave Mitchell, BCSLA

REGRETS: Margaret Ferguson, NWTLA

MINUTES OF THE MEETING

1. Meeting Began at approximately 9:20 AM in the Soldiers Barracks, constructed in 1840 as part of the Fredericton Military Complex, a national historic site.

2. Moved adoption of agenda: D. Ruggles, 2nd K. Rech, Carried.

3. **Motion 94.1.01**

Re: Minutes of BOG meeting in Chicago and ExCom in Toronto; Moved acceptance by D. Ruggles, 2nd, R. Norman - carried with the following changes being noted:

Board Meeting

- page 2: AAPQ report should read International VVCF,
- page 7: has been adjusted to note that Alf Simon is the contact person for congress 95.

ExCom Meeting

- no changes

4. President Melvin welcomed everyone to the meeting and reviewed the detail of his report reminding members of the need to use discretion when reporting the discussions of the BOG to the general membership - particularly when those issues have not been finalized.

5. President-Elect Barron provided copies of his report and reviewed its contents noting that the CSLA protocol for Congress 94 needed to be resolved and provided to Congress 94 committee.

6. Executive Director Paterson reviewed the content of his report and the finances of the society to year end noting that the BOG will have to take on-going expenses into account during the deliberations for the 94 budget.

7. Board Reports:

BCSLA: Mitchell reviewed the content of his report noting the pass rate of those taking the LARE exam and the fact that a survey has been conducted of various municipalities to determine the status of how Landscape Architects are treated in their organization. The results of the survey provided several topics for discussion. A practise act is currently being considered by BCSLA for B.C. landscape architects because of the demands for LA's to sign certificates of assurance forms. A copy of the "landscape architectural construction documents building permit submission" and " landscape architectural development permit submission" documents prepared by BCSLA was tabled at the meeting.

Additional materials handed out at the meeting included: copies of bylaws; survey of members and attached comments; membership British Columbia Landscape Standards 1993 edition.

(see appendix to the minutes for a copy of these documents) *Note: landscape standards not included with these minutes. Copies available on request from BCSLA.*

AALA: Wiseman reviewed the content of his report noting that the AALA has concentrated on the preparation of a strategic plan that has now been taken to the membership. Peter will distribute copies of the AALA newsletter to all BOG members.

Discussion over the request for SAIT accreditation/ certification (a technology program); This program is currently being proposed to be certified by the engineering profession (APEGGA). AALA is considering how this would be done and is concerned over the large amount of work this would entail but feels its necessary to be involved. Peter to prepare draft CSLA response for President Melvin to send to NAIT supporting landscape architecture and expressing concern that the engineering profession is not qualified to certify a landscape program and that the AALA is the only group that can do this.

SALA: Ruggles reviewed the inactivity of the SALA over the past few months. The AGM is scheduled for Feb. 94, currently have +/- 20 members and expect to loose a couple of more members due to the fact that there is no work. Saskatchewan is continuing to experience economic difficulty and is hopeful that things will improve. The Heritage Canada involvement with the Heritage District in the City of Regina has not been successful as Heritage Canada has not

provided anything of value to date.

MALA: Rech provided a review of his report noting that the membership in MALA is currently 37. A copy of the correspondence between MALA and the Manitoba Telephone Company (letters between lawyers) was provided. This has allowed MALA to become involved in who the MTS can include under the category of landscape architecture in the phone book. The precedence that this sets is of national significance.

The name act legislation in Manitoba is currently inactive.

The MALA Executive Director puts in approximately 1200 hrs per year on behalf of the MALA. In recognition of this incredible effort the MALA is putting aside a yearly sum of money to be provided to the LAF in Gunter's name for use on special projects.

OALA: Norman reported on the activities of the OALA noting that the AGM will be March 14 at Ryerson; the LARE will be adopted in 1994; and that the 25th Anniversary Gala at the Royal York was an outstanding success.

OALA is also tackling the issue of architects and others working on landscape projects. Ken Hoyle is working on this issue.

The environmental video (a computerized hypercard stack on an Apple) is also well underway and is expected to be completed in the near future.

A marketing consultant has been hired and a marketing committee is being assembled to oversee the firm and provide direction. Terms of reference are currently underway. This is a separate operation to the promotion committee.

Oakville has completed a design competition and announced the winner. The process within the municipality and development community has provided a lot of positive press and has been an excellent promotion of the profession of landscape architecture. A display of the winning submissions will be presented in Oakville in March and later at the U. of Toronto.

A corporate sponsorship program is being initiated by the OALA. Sponsors will be gold, silver etc and each level of sponsorship will allow different access to the membership and provide varying levels of advertising etc.

AAPQ: Duranceau reported on the activities of the AAPQ. The membership is currently 217. Some members have been deleted due to non payment and new members added. The unemployment rate for landscape architects in Quebec is quite high. AAPQ is working with the architects for the use of the name "Architect" - more

to be reported on in the next meeting.

Strategic planning sessions have been held in Montreal, Quebec and Hull. People signed up to work on various axis of the profession - there are now 4 rather than the original 5. Work is progressing.

VVCF competition information provided to meeting. The main idea behind this group is beautification of towns and villages.

University is currently working with the AAPQ to re-evaluate the degree program in landscape architecture. The LA program is experiencing a drop in registration and is concerned about the long term impact of this.

Lynn needs a copy of each component association "architects" bylaws/acts or other letters of support etc, to assist AAPQ in working with the architects for recognition. BOG members to correspond directly with Lynn on this issue.

APALA: Glenn reviewed the content of his report, handed out during the meeting, and noted that APALA is moving slowly with some concerns expressed by the membership over a definition of community service, the use of the travel agent and the upcoming congress scheduled for the Atlantic Provinces.

At present APALA is not interested in the process of the LARE.

Membership rate structure is being reviewed and an increase is being proposed. Current dues are \$230.00 per member. Some members have dropped their status from Member to Associate due to the economy.

APALA is putting together a member handbook. Component associations to provide copies of what they have to Dan for APALA review and use.

NWTLA: Reported by Melvin on behalf of Ferguson. A question was raised over the meaning of the NWTLA becoming a member of the Architects Association.

NALA: Melvin reported on his conversation with Philip Hicks noting that they expect to have draft bylaws available in the near future to be reviewed by Gunter. Following approval of this the NALA will make formal membership application for recognition by the CSLA.

8. ORAL HISTORY STATUS REPORT:

Ms. Le Geyt presented an update of her report on the progress of work to date noting that she intends on using the support of the CSLA and the LAF as well as the membership (ie. Pleasance Crawford) to try and lever additional funding.

Linda provided a sample audio tape of how the interviews have been conducted. The tape sample included excerpts from Humphrey Carver, Roman Fodchuk and Don Graham.

Each interviewee is provided a set of standard questions so that their philosophy of landscape architecture is known. Each tape is 1.5 hours long and may include some personal "axes" that the interviewees may wish to make known.

AAPQ, Daniel Routaboule and Alfred De Vinck are looking to undertake similar work and have applied for grants. Lynn to review and advise if this grant money could also extend to the CSLA study for the interviews of Quebec members.

Dave Mitchell to check with the BC Board to see if there is some financial assistance from B.C. that can help with the cost. Perhaps a pre-order of tapes could be done.

OALA Council has turned down the request for funding and Rob will re-initiate.

Linda to provide a memo with sample copies of tape and transcription to each component for their use in determining a contribution to the project. She will also note an average cost of conducting each interview.

9. CONGRESS 93 FINANCIAL UPDATE:

President Melvin reviewed the outcome of the meeting of the ExCom and Congress organizers (Valiquette and Dumais) in Toronto in December noting that the original large debt of the Congress has been negotiated to a much more reasonable sum and that this amount will be shared 50:50 between the CSLA and the AAPQ. He also noted the position that is being taken ICOMOS in their request to have their advanced money of \$5,000.00 returned less a \$1,000.00 publication grant. The response from ICOMOS is contained in the meeting binders.

A discussion ensued over who should have "free" registrations at Congress. There is a need to send a memo to Congress 94 to clarify who is to receive "free" registrations; After discussion it was agreed that these individuals would only include:

| | |
|-----------|--|
| CSLA: | President, President Elect, Executive Director |
| ASLA: | President, Executive Director - Bohardt, |
| SAPM: | President |
| Alliance: | Bob Mortenson or designate |

It is understood that each position noted above can be represented by an alternate to that specified. Individuals are to be requested to clarify if they will be attending sessions and other functions other than the meetings in order to allow conference planners to accommodate their needs.

MOTION 94.1.02

Above moved by Norman, second - Mitchell, carried unanimously.

10. CONGRESS 94 UPDATE:

A detailed update is contained in the meeting binders. The request from the organizing committee to have the continuing education funds used for a special speaker was discussed. D. Barron to further review this issue with J. Daly and seek additional information making sure that the CSLA will get adequate press coverage. Don was given the mandate to agree to the request pending the outcome of discussions. Dave Mitchell to call Joe during this meeting to clarify the issue.

11. OTHER CONGRESS DATES

The following was confirmed:

CONGRESS 95: Discussion delayed pending return to meeting of Ken Rech.

CONGRESS 96: Confirmed as being held in Ottawa tentatively in September.

CONGRESS 97: To be confirmed but tentative date in Atlantic provinces under APALA.

CONGRESS 98: AALA, Edmonton date to be confirmed.

CONGRESS 99: Saskatchewan

CONGRESS 2000: Montreal

12. CONFERENCE GUIDELINES:

R. Norman reviewed the detail of the material contained in the binder. Discussion following tabling of the recommendations centred on the following:

- a) Cost Sharing: CSLA originally got involved in the congress to earn additional income. The experience has not been worth while. The proposal of a 10% profit taking was discussed in lieu of the current 50:50 arrangement and the potential of placing ceilings on the loss also discussed.
- b) Continuing Education: there may be an opportunity for CSLA to earn income via taking on the role of continuing education.

- c) Travel arrangements: CSLA could look after all arrangements for travel and thereby benefit by the % that accrues to the society under this arrangement.

MOTION 94.1.03

Moved: R. Norman that the CSLA endorse the Recommendation 1. to establish a Congress Committee. 2nd. Barron

Discussion centred on the fact that this committee is not the actual committee doing the work but is advisory in capacity.

The title of the committee would therefore be changed to the "Congress Advisory Committee."

Carried with the proviso that the committee be renamed the Congress Advisory Committee. The function of this committee is to advise the congress organizers, assist with theme establishment and other planning issues. The congress advisory committee would be appointed by the President based upon the guidelines in the Norman report and including the past chairpersons of past Congresses.

MOTION 94.1.04

Moved: Norman; that the financial contribution of the CSLA be limited to a loan to be established by the BOG and that the profit realized be limited to 10% and the loss limited to 10% of the loss up to a forgiving of the total amount of the loan. 2nd Duranceau.

Carried unanimously.

A discussion of the "Short and Long Term Solutions" was agreed in principal subject to on going evolution of the Congress policy, procedure and so on.

The Congress "Agreement" to be modified to account for the above and be included within the overall conference binder.

13. EXTERNAL AFFAIRS REPORT

A review of Brad Johnson's extensive report resulted in the Board beginning to select individuals from the lists provided. Not all positions were filled as there was neither information about the organization or the individual which facilitated a decision.

Individuals given initial consideration to be returned to Brad Johnson for conformation. Letters to the individuals who responded to be sent by the executive director.

14. CHAIR OF ENVIRONMENT COMMITTEE

Responses were received from two individuals.

MOTION 94.1.05

Moved: Ruggles, 2nd Norman that Dieter Guenwold be appointed chairperson of the Environment Committee. Carried

15. COMMUNITY OUTREACH PROGRAM

Lynn reviewed the content of her report noting the objectives of the program to have a annual national dissemination of information on community projects.

The Board agreed in principal with the objectives as noted in the report and agreed with the proposition to eventually transfer the responsibility for this program to the editor of the Bulletin.

DAY TWO

16. INTERNATIONAL INITIATIVES

- 16.1 A review of the Jan 5/94 from Peter Jacobs regarding initiatives with South America and Mexico, and the request from Victor Chanasyk for funding of the Ukraine visitation. Concern was expressed that if the CSLA is to become involved in assisting with the sponsorship of visitors from other countries, there must be some return to the general membership in the form of reports or opportunities. Both requests to be passed on to John McLeod for consideration and recommendations.

There are many opportunities for CSLA to become involved including making moderate donations to many groups, bringing guests to Canada to attend Congress, meet with the CSLA Board, send CSLA representatives to other countries. A key consideration must be the benefits that will accrue to the CSLA membership as well as the visitors.

MacLead' report on the above complete with his recommendations is to be brought to the next board meeting for approval.

- 16.2 Reviewed the latest letter from CSLA to IFLA in support of the reunification of IFLA and the proposal for the formation of the Alliance.

16.3 Congress 2000

There is verbal agreement that the ASLA and the CSLA will meet to resolve the financial and other arrangements. Topics which need to be addressed include:

Profit sharing:- a general percentage based on head count with those members who have both Canadian and American memberships being considered as CSLA members. How CSLA shares with AAPQ, etc.

- The Trade Show: Can we share in this?

- Other ways to earn income: T shirts, banners, posters, etc.

- Tours

Knowledge: - Theme ideas, how much can we be involved in the preparation of the conference topics etc.

Exposure - Concern was expressed that CSLA must take an active role in the participation with the ASLA for the sharing of the program content etc. We need to have a "Canadian" perspective, ie the largest display ever of Canadian Landscape Architectural work and joint Canadian-American issues such as the Great Lakes etc.

Committee from CSLA:

President CSLA

Executive Director

AAPQ BOG representative

AAPQ C.A.T. Program Representative.

members at large (2)

Can a CSLA rep. be involved in the planning of ASLA conferences in advance of 2000 in order to learn how they function and to learn from their organization.

17. 1994 BUDGET

Declared Membership:

| | | |
|--------|---|-----|
| APALA | - | 30 |
| AAPQ | - | 220 |
| OALA | - | 615 |
| MALA | - | 37 |
| SALA | - | 18 |
| AALA | - | 82 |
| BCSLA | - | 135 |
| NWTALA | - | 4 |

TOTAL: 1141 @ 105.00 = \$119,805.00

Committed funds for 1994:

The administrative component of the proposed budget was accepted as proposed at \$65,000.00.

With respect to the expenses of the society regarding Congress 95, it was noted that the MALA will not be cost sharing in the Congress and therefore will not requiring an advance of \$5,000.00. The amount was therefore withdrawn from the budget allotment.

Re: College of Fellows the budget was amended to increase the 1994 amount to \$650.00 to account for the request of Gunter regarding archives. The College is to be encouraged to begin to become self sufficient and that future projects will need to be funded internal to the College. CSLA will continue to provide an annual stipend for operating but can not entertain the funding of special projects of the college.

Re: Community Service awards; letters are required from components to support the efforts of individuals, corporations, etc who have displayed exemplary service in the area of environmental stewardship and responsibility to the community. Names put forward included David Crombie for the trails network along the Lake Ontario Shoreline, The Lieutenant Governor of B.C., GM. of Canada for the Darlington Provincial Park Wetland.

Debt servicing was decided to be set at \$3000.00 for 1994.

MOTION 94.1.06

MOVED BY RUGGLES 2ND BY RECH THAT THE 1994 BUDGET BE APPROVED AS PRESENTED AND AMENDED. Carried.

18. SILVER MEDAL

A review of the design and production of the new medal to be produced for students. This will be done in Alberta by Sherritt Gordon Mines who will produce 100 medals. This will provide medals for students for the next 14 years.

The ribbon colour for use on the ribbon will be the colour of the school in which the medal is presented.

Liaison with the College of Fellows regarding their medal will continue.

19. MARKETING

Presentation by Rob. Norman. Key contact individuals in each component to be identified and provided to Rob so that he can communicate directly with the individual involved. Copy of Andzans report to be provided to Rob. The OALA Media Kit was provided and well received. There was general agreement with the proposal by Rob to undertake a survey of the component assoc. and to pursue the direction outlined in his report.

20. ELECTIONS 93/94

Currently underway the 93/94 elections are proceeding very well and a 20% plus return is expected. This is significantly more than other years. Ballots will be counted by D. Clark and will be reported on following Feb. 15th 1994.

21. BOG CERTIFICATES

These remain to be completed. Current members of the BOG who will be changed in the near future are Rob. Norman, OALA, Lynn Duranceau, AAPQ; Ken Rech, MALA (replacement to be Jim Paterson)

22. RE: TRAVEL COMPANY ARRANGEMENT

All members are urged to use the Woodside Travel account; 1-800-661-6975, Ronda/Cheryl and refer to CSLA. Can be used for personal or business travel. Woodside is an international company. Members using the service will accrue 3% of the gross ticket amount to the Society in a fund to be used by the Society. This will not have any impact on other programs such as travel points. The 1-800 number is to be used by everyone at any time for all types of travel CSLA and non-CSLA related.

23. AWARDS PROGRAM

Financing of Jury members who are unable to attend as their region cannot afford to pay can be supported out of the fund noted above. A target of 1995 can be considered to implement this program pending a report on the amounts of travel funds that will have accrued by this time.

24. SPECIAL AWARDS

Life Members: no names to be put forward by the BOG at this time however the components are to put forward names for 1995.

Honourary Membership: Dr. Jennifer Shay to be so honoured and a certificate to be prepared by Executive Director. President to notify Dr. Shey and invite her to attend Congress 94 (no funds to assist in this).

25. PUBLICATIONS

Reviewed the proposal from LAR and with respect to TRACT. The proposals were accepted as information and both have been put forward to Allsopp's committee for consideration and recommendation.

26. SECTORAL STUDY - DESIGN ALLIANCE

A copy of studies completed by the federal government on other sectors was tabled for review. The CSLA has forwarded names of individuals from across the country to act as initial contacts for the Feds to undertake a survey of the landscape architecture industry. CSLA has agreed to participate with the Design Alliance and this study is a part of the initiative. LARE survey to be presented to the individuals in Employment and Immigration who will undertake the survey.

27. FOCUS TOPICS FOR THE VICTORIA BOG MEETING

Potential topics:

- reciprocity
- education
- continuing education
- archival materials
- Congress 2000
- other means of raising income

MOTION 94.1.07 Moved Barron, 2nd Ruggles that Session one will focus on Reciprocity. carried

All information currently available on this issue will be assembled by the Executive Director and made available to the BOG for review by March 1, 1994 or earlier. Each component association representative shall be prepared to discuss their groups position relative to this issue and what their agreements currently. Need to include the L.A.R.E. discussions. Need to also investigate the criteria of other organizations, countries, states etc.

Note: Agenda for the meeting will also include international initiatives, components reports, financial statements etc. however these will not be formally presented but made available as reports.

Tentative schedule for the meeting is:

March 16, 1994:

| | |
|-------------------------------|-----------|
| AM BOG Business | (2 hours) |
| Congress 2000 | (2 hours) |
| PM Focus Group on Reciprocity | (4 hours) |

March 20, 1994:

| | |
|--------------------|-----------|
| AM 9:00 - 11:00 | |
| Focus on Marketing | (2 hours) |

28. FUTURE MEMBERSHIP FEES

The Membership Report tabled in Chicago by Ruggles was re-visited and discussed in further detail. It appears that the components need to further review this issue with their membership and report back to the BOG as previously identified.

With respect to the potential to charge a fee for the associate members of CSLA, as adopted by the motion of Chicago, item 37 - page 14 of the minutes, this BOG meeting decided that:

MOTION 94.1.08

Moved Glenn, 2nd Ruggles that the issue of membership as presented in Chicago be revisited. Carried.

Don Ruggles will reexamine the issue particularly the issue of associate membership and will report back to the meeting in Chicago. Each BOG member to review the "associate" category within their group and let Don know the status. Ruggles to also pursue the amount of dues paid to members.

MOTION 94.1.09

Moved Mitchell, 2nd Rech that the annual dues payable for CSLA membership be increased. - carried

This is based upon the fact that there has not been an increase in fees for the last 6 years and that the costs of providing programs has increased. The increase would take effect in 1995.

Executive Director was asked to review previous minutes to determine if a motion of annual increases for inflation have been previously agreed to. It was also discussed that the increase is necessary to offset cost over runs of previous congresses.

MOTION 94.1.10

Moved Wiseman, 2nd Glenn: That the fees for membership in the CSLA be increased to \$115.00. Carried one abstention: Barron

MOTION 94.1.11 ADJOURNMENT @ 16:26

A great thankyou to Dan Glenn and APALA for the hosting of the meeting and the wonderful social arrangements.