

**CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS  
ASSOCIATION DES ARCHITECTES PAYSAGISTES DU CANADA  
EXECUTIVE COMMITTEE MEETING @ CSLA Office  
May 5,6, 1995, OKOTOKS, ALBERTA**

**DRAFT**

**ATTENDED BY:** DON BARRON, PRESIDENT  
KEN HOYLE, PRESIDENT-ELECT  
LARRY PATERSON, EXECUTIVE DIRECTOR

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*Note: the minutes which follow are draft minutes based upon the notes I took in the meeting. Please review them and provide any corrections or comments so that a final copy can be produced. .*

**Action By**

**1 Welcome - Adoption of Agenda**

Executive Director Paterson welcomed Barron and Hoyle to the first meeting to be held in the new CSLA office in Okotoks. President Barron reviewed the agenda and added items of new business related to accreditation, ASLA-CSLA, Awards, Congress 94 and Reciprocity

**2. Accreditation:**

Executive Director Paterson has arranged for Professor Jack Milliken (retired) of Guelph to undertake to chair the Accreditation Committee for the UBC visit this fall. Jack has undertaken in the order of 15 previous accreditations for the ASLA and CSLA and is well qualified to undertake the one at UBC. Part of his duties will be to finalize the CSLA - ASLA agreement. John Consolati has agreed to take all files etc. to Guelph and have them available for Jack. Paterson to monitor.

Paterson

Need to have joint agreement with ASLA in place by September 95 so UBC accreditation can proceed in October 95. This may involve a visit to Washington by Milliken to finalize.

Paterson/Milliken

Need to determine if Charlie Thomson has done anything with the Accreditation component of the Policy and Procedures Manual.

Paterson

Once the CSLA/ASLA joint team is in place will still need to have a committee to oversee the process and represent Canada as a part of the team and ensure that CSLA is well represented. Need to determine if V. Chanasyk is willing to be part of the CSLA Accreditation Team.

Excom.

U of Montreal should be scheduled for a visit in spring 96. Will need to have a new chairman of the Committee to undertake this work.

Excom.

U of Guelph has not yet applied for CSLA accreditation. Need to determine why and see if they intend on waiting for a joint accreditation visit from a CSLA/ASLA team.

Paterson

**3. Congress Task Force.**

Following on previous commitments there is a need to continue to build a reference library of congress organizational and operational information. MALA should be encouraged to prepare a report following Congress 95. (K. Rech MALA had previously agreed to undertake this task ). May need to get together with Joe Daly.

Excom.

**4. Student Award**

Need to follow up with MALA re status of the award and competition.

Excom.

**5. I.F.L.A.**

President Barron indicated he had talked with ASLA 's Bob Mortenson who informed him that the ASLA will not be rejoining IFLA on the basis of the bylaws as revised to date.

Excom to go to the June BOG with recommendations

- that the CSLA not rejoin IFLA for reasons..... (which need to be documented).

Excom.

- CSLA will promote and join a new world organization of Landscape Architects with a structure meeting the international objectives of Landscape Architecture, Reciprocity, market opportunities and education.

Excom.

Need to send Melvin a copy of the existing and proposed Bylaws and request he review and comment.

Paterson

Need to see if Doug Clark wishes to participate as a future liaison to the international market - we need to work to ensure that Canada has a role to play in it. May need to convince the membership of the benefits of international liaison.

Excom.

The Rotary constitution may be a good model to follow for the development of a new international organization.

Hoyle

Once the CSLA position is determined at the BOG need to develop a letter to IFLA outlining the official CSLA position - this to be signed by the President.

President

Under current obligation, need a letter to IFLA to let them know that we will be getting back to them with our official position following the June BOG.

Paterson

An Alliance meeting is being planned for London, England this fall (tentatively November). Need a BOG motion to agree to send a participant and to determine who attends.

Excom.

**6. Executive Director Position**

The position of executive Director continues to grow and demand more and more time in order to deliver adequate programs to the membership. In order for these programs to continue to be expanded upon and new programs added there is a need for increasing the time commitment. L. Paterson to make proposal for half time Executive Director for BOG consideration.

Paterson

K. Hoyle to outline his expectations for the executive Director and office.

Hoyle

**7. Perron Estate**

Excom to refer issue to lawyer for opinion. Cam MacDonald of Walsh Wilkins, a specialist in wills recommended by Paterson and agreed to. Key position of CSLA is for a clean deal for the 25,000 with no strings attached and with no additional costs. CSLA will only bear the costs of legal advice related to it's own well being and not that of the will or of others related to the will.

Paterson

**8. Bulletin**

Could explore the potential to have the Bulletin printed and distributed out of Alberta to save provincial taxes. This could be coordinated with an expanded Executive Director position. Need to look into other cost cutting measures.

Paterson

Need letter to Roger agreeing with his proposal for \$1000.00 per issue and asking for his commitment to the future - how long is he willing to continue?

Paterson

**9. CSLA Dues**

BCSLA has decided to invest the CSLA dues portion and to progress pay by instalments. This is unacceptable as it severely impacts the CSLA's ability to deliver member programs. President Barron to contact BCSLA. and ask for payment.

Barron

For other components need to send statement of account for each and indicate programs will be cancelled if funds are not forthcoming.

Paterson

Regarding the AAPQ decision to withhold funds from CSLA for outstanding accounts of Congress 93 we need to remind them of the agreement made with Vincent Dumais in Toronto and seek payment of the outstanding balance.

Paterson

**10. Congress 94 - Joe Daly**

There is the potential to re-designate the funds provided for the Garry Oak fund to another project- the development of a memorial at Mile 0 of the Trans Canada Highway. A plan generated by competition and won by a U of Guelph student needs to be refined and the project completed. Joe Daly has agreed to chair a committee to get funding in place, a total of \$300,000.00 is required. We can make good on our commitment to the Garry Oak by providing a plaque - the tree is already installed and did not cost the CSLA anything. This therefore frees up the original money for another use. Need to ensure that there will be adequate press coverage.

Excom.

**11. Reciprocity**

A review of the Hoyle memo began to set the parameters for minimum standards of membership to allow full members to move from one group to another.

The policy relates only to members in good standing - ie the recognition of an association is important - it must act like a profession and be professional in it's actions.

Following a lengthy debate a draft Policy statement was agreed to. This is appended to the minutes and will be the focus of the special reciprocity meeting to precede the next BOG. It is intended to have an agreement in place by September so it can be voted upon at the Annual meeting. The objective is to adopt a reciprocity policy which will allow the components to move ahead and achieve professional acceptance within provincial groups.

Hoyle

**12. History Study**

The concept of a publication has been approved. Peter Jacobs and others have volunteered to act as advisors on content. The current project has generated 768 pages of information and 32 recorded tapes totalling over 70 hours of discussion about Landscape Architecture.

Proposals are currently being put together for publishers to consider. These individuals are interested in the external markets for the publication as well as those internal to the CSLA. Concept of the publication is to distil the information to about three pages per person, include a photo of them, some examples of their work and high light important developments in the profession. At issue is where to from here? ie should annual updates be undertaken - should there be a second volume? etc.

Each university program in landscape architecture should receive a complete copy of the tapes and text for research purposes. It is important to properly archive the work so that it is not lost in history.

There is the potential to do a continuing education program for individuals to learn how to conduct the interviews in order for each component to continue on with the program.

Excom.

Agree to forge ahead and complete the draft manuscript in a three ring binder type of format.

LeGeyt

### 13. Awards Programs

Internal Awards - need to have someone continue on with the program and ensure internal awards (President's, BOG Certificates) are developed and handed out. Need to also consider external agency recognition

Excom.

Need to prepare certificates for each category using the CSLA member certificate as a guide.

Paterson

Need to determine status of Humphrey Carver and take appropriate action for membership.

Paterson

BOG Certificates to begin only with 1995 BOG reps. Certificates to be framed.

Paterson

Barron to call BOG reps to determine names for Regional Service Awards.

Barron

Barron to look after preparation of plaques for President's Awards

Barron

Re Life Memberships - Clive Justice and Phil Tattersfield have been put forward by BCSLA for life memberships. Barron to contact the BCSLA .

Barron

Community Service Awards. these are to be plaques. Need to have BOG support to put names forward for recognition.

Barron

Honourary Membership - Barron to contact AAPQ regarding Pierre Bourque. AAPQ needs to provide documentation and to make arrangements for recognition.

Barron

#### 14. The Three Year Plan

The plan will be in effect from 1995 until 1998 the Ottawa AGM where it will be replaced. K. Hoyle to prepare a draft for BOG adoption at the fall (Winnipeg) meeting. Discussion generated the following:

Goal 1 - To serve the membership

Goal 2 - To promote the profession

Goal 3 - To encourage international liaison

Goal 4 - to provide and administer programs:

Core programs: - To provide a means for components to meet and discuss issues of common interest.

Bulletin

Awards

Accreditation of Schools

Archives

Promoting the profession

Society administration

Reciprocity

International Liaison/Affairs

History Project

Fund raising

Special Programs

Goal to provide the following programs

- a) publication of a CSLA bulletin a minimum of three times per year
- b) to provide awards for service to the society, professional practise and student excellence.
- c) to facilitate national reciprocity
- d) to facilitate certification of the profession across the country
- e) to support international liaison
- f) to accredit schools of landscape architecture in Canada
- g) to continue to document the history of the profession
- h) To provide a means for components to meet to discuss issues of common interest
- i) to raise funds for special projects.

Ken Hoyle to use the above and produce a draft plan with key targets for each of the three years.

Hoyle

**15. Communities in Bloom**

Need to respond to request seeking information on amount of CSLA funds required as we have indicated in the past that our support cannot be financial. Need to determine what exposure CSLA will get for sponsorship. Offer to put notice etc. in the Bulletin.

Paterson

**16. Requests for Ambassadorial Funding**

Need to send all information that comes in regarding funding requests to Brad Johnson for consideration. Need to let Brad know that the program was not for CSLA to fund member participation but for those already participating to represent the profession of landscape architecture and report items of interest to the general membership via the Bulletin or their BOG rep.

**17. Congress 2000**

Need to revisit the issue of the entire Congress being handled by AAPQ in conjunction with the ASLA. There is a need to ensure CSLA is represented at the negotiating table and that both CSLA and AAPQ needs are achieved. CSLA position discussed and generally agreed to. Paterson to contact AAPQ and request a meeting to review joint interests.

Paterson

end of meeting:.

**RECIPROCITY POLICY**  
*DRAFT, MAY 1995*

**DRAFT**

1. To receive full Membership within a component of the CSLA under this policy an **applicant must be a full member of a CSLA Component Association or equivalent** which is **recognized** by the host Association.
  
2. To be recognized the Component Association or equivalent must have **minimum standards of Membership** that include:
  - 2.1 CSLA accredited BLA degree or equivalent related education and experience.
  - 2.2 2 year minimum internship programme.
  - 2.3 An examination for professional practice (International with provincial or state component preferred) and further,
  
3. The Component Association or equivalent must have a **governing body** that is charged with the following responsibilities:
  - 3.1 To furnish the means and facilities by which Members may increase their knowledge in all things related to landscape architecture including professionalism.
  - 3.2 To establish and maintain standards of knowledge.
  - 3.3 To maintain discipline among Members.
  - 3.4 To establish and maintain standards of professional ethics among Members.
  - 3.5 To safeguard the protection of the vulnerable interests of clients (employers), Members and the public.
  - 3.6 To ensure that the minimum standards of the Association are fairly applied.
  - 3.7 To ensure that minimum standards are feasible in their implementation.
  - 3.8 To provide means by which the Association can be accountable to the public, and,
  
4. The applicant must sit and pass an oral or written host Association **examination** pertaining to professional practise and jurisdictional environmental and statutory issues.
  
5. The host Association must/may establish a special process for the reciprocity of senior Members. (Minimum 10 years full Membership in a CSLA Component Association or equivalent)