

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

**Minutes of Board of Governors Meeting
March 25-26, 1998 - Montréal, Québec**

In Attendance: David Wagner, President (Chair)
 David Mitchell, President-Elect
 André Schwabenbauer (AALA)
 Vincent Asselin (AAPQ)
 Cary Vollick (APALA)
 Allan Neufeld (BCSLA)
 Derek Murray (MALA)
 Neil Dawe (NLALA)
 John Laird (NWTALA)
 David Anselmi (OALA)
 Rob Crosby (SALA)
 Ron Middleton (March 26 - for Accreditation Item)
 Cecelia Paine (March 26 - for National Publication Item)
 Peter Jacobs (March 26 - to report on IFLA)
 Sharon Mousseau - Executive Director
 Tracy Kilcollins - Administrative Coordinator

AGENDA ITEM	SUMMARY
1. Opening Remarks	<p>President David Wagner opened the meeting and welcomed new BOG members Derek Murray (MALA) and David Anselmi (OALA).</p> <p>President Wagner provided an update on the activities of the Executive Director to date (report attached). He referred to the Nine Cities Conference which redefined the image of the profession and raised its profile, thus producing more value to CSLA members. David updated members on the status of the Web Site and encouraged all provincial components to link onto the CSLA site. Other key issues identified by President Wagner were: Congress 98, National Publication, CLARB, Accreditation, Reciprocity, Internship and Communications. These arise later in the agenda.</p> <p>David reported on his attendance at a meeting of the Alliance for Canadian Design in Montreal the previous week. Larry Paterson (current CSLA official representative) and David Anselmi were also in attendance. Full discussion will occur later in the agenda, but David identified the potential for funding through HRDC (Human Resources Development Canada) and the need to maintain and/or increase our presence at the Alliance table.</p> <p>Our by-laws allow for the creation of additional membership categories and David suggested this is an area that should be re-visited.</p> <p>The next Congress will be key and we need to consider how the 1998 AGM will be done, perhaps by proxy. ASLA has indicated they would like us to consider having a BOG meeting in conjunction with their congress in Portland in September. David Wagner suggested this could be an appropriate time to hand over the Presidency to David Mitchell.</p> <p>David Wagner closed his remarks by focussing on the need to move CSLA forward into the new millennium.</p>

<p>2. Approval of Minutes of Previous Meeting</p>	<p>A correction to Item 3.14 - Congress 2001 was noted. The second sentence in LP's remarks should read "CSLA has negotiated a deal with ASLA and now needs to do the same with AAPQ".</p> <p>Motion 98-1-1: It was moved by David Mitchell and seconded by André Schwabenbauer:</p> <p>"That the minutes of the CSLA Board of Governors Meeting held on November 21-22, 1997, be approved as amended. CARRIED.</p>
<p>3. Report on February ExCom Summary</p>	<p>A summary of the meeting was previously circulated. Some questions arose as follows: (1) Regarding the Web Site, the old "Toronto address" still comes up when doing a search for the CSLA site. (2) André Schwabenbauer noted that Martin Sawdon has a new address. (3) David Anselmi noted that the OALA consultant is a public relations consultant, not a marketing consultant. David indicated OALA would be happy to put CSLA in touch with the consultant.</p>
	<p>Action:</p> <p>1. David Wagner to have the CSLA Web Master check our site and correct the address.</p> <p>2. André Schwabenbauer will provide Sharon with a new address for Martin Sawdon.</p>
<p>4. Executive Director's Report</p>	<p>Sharon Mousseau circulated a written report but wanted to thank the Board for their support to date. She noted the excellent cooperation and assistance received from Larry Paterson and Linda LeGeyt in the transition of files, financial arrangements, etc. The files are in excellent shape and Larry has been very supportive and an excellent resource in helping Sharon to learn about the organization.</p> <p>Sharon asked for input on sending meeting material by E-mail and all agreed it was the way to go. Some members were having difficulty with formats and after polling the group it was agreed that if documents were sent in "RTF" format, everyone should be able to access them. It was suggested that the Executive Summary could be combined into one document with the agenda.</p>
	<p>Action:</p> <p>1. Sharon to send e-mail documents in RTF format and combine the Executive Summary and agenda into one document.</p>
<p>5.0 Information Items</p> <p>5.1 Alliance for Canadian Design (ACD)</p>	<p>David Wagner reported on his attendance at an Alliance meeting the previous week. He made reference to "By Design" and asked members to refer to its recommendations. He noted the Alliance is not a corporation, but is a group of prominent individuals and representation from sectors of the design community: landscape architects, interior designers, architects and graphic designers. Other government departments were also represented at the meeting.</p> <p>The current initiative grew within HRDC and the principal factors are: (1) to promote employment rather than paying unemployment insurance after the fact; (2) an initial study (\$400,000) was funded under the graphic designers (an umbrella group of the ACD) resulting in the production of "By Design" which identified the different design groups and what each should do; (3) ACD now requires a work plan with the key area being education; (4) In seeking funding from HRDC, ACD has to wordsmith their business plan proposal to conform with the HRDC plan; (5) HRDC is looking for employment measurement standards, e.g. in landscape architecture (a) is there a minimum competency level; (b) what is the educational standard; (c) where are we in terms of reciprocity vis-à-vis education at provincial and national levels; and, (d) who is qualified. ACD is looking towards setting itself up as a corporate entity in order to receive funding to undertake the next steps. These are: (1) establishment of sectoral standards; (2) plan marketing; (3) establishment of sectoral councils for all disciplines and all regions. Coordination will be done through HRDC regional offices and will provide future opportunities for regions of the four sectors to work directly with HRDC on job opportunities, e.g. our provincial components, because they are affiliated with CSLA, could work directly with their regional office.</p>

5.1 Alliance for Canadian Design - (Cont'd.)

David Wagner noted that CSLA is quite advanced compared to some of the other sectors, e.g., in terms of reciprocity we can supply a great deal of documentation and could take a lead role at ACD in having landscape architecture be the first of the disciplines to develop a model for use by the other sectors. There has been great debate at the educational levels that when the government is hiring there is no consistency - what are the schools teaching, what does the individual need, who is supplying or not supplying the needs.

Tools will also be developed for community outreach that will increase sector identification and foster design awareness.

ACD has a web site and a quarterly newsletter that we may be able to tag onto. This could be an opportunity to tie in our national publication and have more leverage for our dollars. For example they would take our brochure and reformat it along with those of the other partners and have it published and distributed to a much broader constituency. It is ACD's wish to move quickly in order to use federal funds available at the end of their fiscal year (March 31).

ACD's secretariat is located in Montreal in the Institute of Design for Montreal building. There will be a standards committee and two meetings per year funded by the federal government.

David Anselmi noted some other points: (1) ACD is trying to harmonize the design disciplines to allow the sectors to tap into federal funding; (2) the design sector is believed to be more significant than we think individually - the five together would be a significant force; (3) we share a common link in the way we are organized and the federal government is happier to allocate funding in this way; (4) if we can be seen as being similarly structured to the other four sectors it is to our benefit as we can then share information; (5) the idea for support for internship is interesting and ACD would like us to take the lead in this area; (6) there will be no more wage subsidies from the federal government but there is funding available for internships; (7) they are looking for common language; (8) the development of a "Handbook of Practice" - the architects have one and have offered it as a template to the other sectors.

David Mitchell noted that several years ago in B.C. a levy was instituted to produce a similar handbook which has become somewhat stalled. Much of the work has been done though and they could use this kind of help in concluding the project. They already have a landscape architecture standard which is well accepted by the provincial government.

David Wagner reiterated that we are well positioned with much of this information already in place. There will be copyright/intellectual ownership rules which will be of great assistance as the community as a rule struggles in this area.

David Anselmi added that the goal is to be self-organized by group and this is necessary in order to be heard. Landscape architecture is well-positioned within ACD because of Larry Paterson's involvement and his efforts to ensure that landscape architecture was always "front and centre".

This group needs to form a corporation and structure themselves with a Board of Directors. CSLA has an opportunity to lend our support, become a founding member and have a significant role in the shaping of the new organization. David Wagner also noted the impact on membership issues, e.g. the architects group broke away from their provincial components several years ago and would now like to have a similar structure to ours.

Cary Vollick noted that he and Vincent Asselin were on a "By Design" working committee and there are a number of categories where we can participate, both pan-sectoral and national. For example, in the industry sectoral - national category, CSLA would be considered a sub-activity; a provincial component would be pan-sectoral - regional. For example, APALA may wish to develop a design sectoral program in the Atlantic Region.

5.1 Alliance for Canadian Design - (Cont'd.)

Cary Vollick offered the following comments on the business plan: in order to determine which of the four areas gets what funding to do what program, the business plan should initially group each design sector as to what projects happen - both nationally and regionally. These should all be coordinated as there needs to be an awareness of what work is taking place across the country. Cary also noted that HRDC's interest is who is in the labour force and how they got there. Labour Canada focusses on the labour mobility agreement within NAFTA. The work plan would cover all of these issues.

David Wagner emphasized that the opportunity is here for senior people within the sectors to get involved and quickly see tangible results.

Motion 98-1-2: It was moved by David Mitchell and seconded by Cary Vollick:

"That CSLA support the initiatives of the Alliance for Canadian Design and provide documents and other information to the extent possible". CARRIED.

Motion 98-1-3: It was moved by David Anselmi and seconded by David Mitchell:

"That David Wagner be the official CSLA representative to the Alliance for Canadian Design". CARRIED UNANIMOUSLY.

It was noted that we can have other representatives on additional committees and task forces, although at the main Board table, each discipline only has one vote.. In order to maintain continuity, it was suggested that Cary Vollick and Vincent Asselin continue their participation. Input should also be sought from BC, where there is already a strong design group.

Action:

(1) re-affirm our commitment; (2) send a letter to ACD endorsing their application to develop a business plan; (3) appoint a new CSLA representative as Larry Paterson has resigned from that position. David Wagner indicated his willingness to be that representative for a year; (4) publish a national directory of landscape architectural firms and provide a copy to ACD for marketing purposes; (5) prepare a report on CSLA standards; (6) identify a group of senior members to participate on committees and task forces; (7) identify a delegate to ACD to represent landscape architecture in the areas of design and education - perhaps David Anselmi; and, (8) contact universities to determine what research already exists within the design community and what needs to be undertaken.

5.1 Membership Issues

The by-laws allow for change. It is his belief that a significant number of people who choose not to join the components and if we create an Associate and/or Student category our numbers could increase significantly.

In view of the significant impact our involvement with ACD could have on membership, David Wagner suggested we look at our membership categories.

David Anselmi indicated that OALA is also looking at other categories. They currently have an Associate ("holding" prior to full membership), Full (having met the requirements through OALA membership candidacy options), Student and Affiliate (industry suppliers). David added OALA has considered more than one full category, e.g. practitioner versus landscape architect or licensed to practice versus landscape architect.

David Mitchell noted an issue in BC whereby individuals were representing themselves as landscape architects by virtue of being CSLA members in another jurisdiction but practicing in illegally in BC given their licensing requirements.

David Anselmi added that they operate under a "Name Act" in Ontario.

Cary Vollick noted there is a fundamental issue that CSLA membership is only available through the provincial components - if CSLA changes its membership categories, then each component would also have to and amend their by-laws accordingly. We should also look at provision of membership services to any new categories.

<p>5.2 Membership Issues - (Cont'd.)</p>	<p>David Mitchell hoped we could focus on a goal of having larger numbers to have more "weight" when dealing with the federal government.</p> <p>Vincent Asselin raised the issue of fees and the impact on component budgets of sending more fees to CSLA. CSLA would clearly have to demonstrate an ability to provide more and better services.</p> <p>Other points:</p> <ul style="list-style-type: none"> • If any changes are made, we have to be clear on why we are changing or we could lose rather than gain. • If component numbers increase so do CSLA's. What can CSLA do to attract associates? • Use of web site as a membership benefit. • Subscription to bulletin -components pay an extra amount to have it distributed to associates. • Provide opportunities for individuals outside landscape architecture, e.g. university professors. • Is membership fee buying the right product - needs of practitioners and educators versus other structures not all the same. Are we being exclusionary through use of LARE as the only measure of entrance into the profession? • Name change to incorporate environmental planners - expand our area of expertise. <p>It was noted by David Wagner that this discussion emanated from the Nine Cities Conference where everyone in attendance recognized the need to establish some short-term goals. The national internship program, accreditation and national publication initiatives are well in hand and we now need to concentrate on membership.</p> <p>Cary Vollick suggested some research is required and that new landscape architects could be polled on what they are looking for as they are the individuals we want to attract as members.</p>
<p>5.2.1 National Internship Program</p>	<p>A draft document is in the hands of the components for their comments. No feedback has been received on changes. André Schwabenbauer indicated his willingness to continue his work on this as part of the package that will go to ACD. APALA and OALA by-laws are on their web sites. It was intended that this program be adopted by each component within their by-laws. While it is discretionary, the need for harmonization is recognized.</p> <p>David Wagner noted the usefulness of ACD being able to access these documents electronically.</p>
	<p>Action:</p> <p>1. André Schwabenbauer will contact the components for copies of current by-laws and re-draft the internship document accordingly. He will also add how each component stipulates a reciprocity requirement in their by-laws. The final document will be translated.</p> <p>2. BOG members to e-mail their current by-laws to Sharon no later than April 15th.</p>
<p>5.2.2 Reciprocity Agreement</p>	<p>Major points of discussion:</p> <ul style="list-style-type: none"> • BCSLA willing to sign as is. • NWTALA - some requirements are rigorous, others are not., e.g. the interview process. • Suggested addition could be, "if you don't qualify via this route, here are further options". • True reciprocity will only be achieved if each component accepts other components' requirements. • Possibility of CSLA administering a national exam - lead into CLARB. A member in one component would then automatically be a member in another. It should also be feasible not to have to travel to write the exam. • We must finalize this - if we don't, we will be forced to through NAFTA. • BCSLA has an information package that could be shared. • Too much focus on public welfare? This has a different determinance in Canada than in the U.S.

<p>5.2.2 Reciprocity Agreement - (Cont'd.)</p>	<ul style="list-style-type: none"> • All who have gone through the process in Ontario have had very positive comments. BC has had a similar experience. • APALA - would like a national exam process that reduced the cost of the process for smaller organizations. • Could this be a membership benefit? • Grandfather clause - how is this handled? Can someone who has not written the exam be accepted as a member in another component? OALA was turned down by CLARB when they suggested this. • MALA intends on buying into LARE process. • Optics of national body recognizing components membership important. • Translation of LARE into French important. This could be a CSLA membership benefit and could perhaps be part of the ACD/HRDC package. • Suggested that those who can should sign now: BCSLA, AALA, MALA, OALA. • Important to understand that signing agreement for package that goes to HRDC does not change situation re committing to the exam process.
	<p>Action:</p> <ol style="list-style-type: none"> 1. John Laird will work with Al Neufeld to incorporate NWTALA comments into reciprocity agreement. 2. Components to bring the amended document to their boards for approval.
<p>5.2.3 CLARB/LARE Exam Process</p>	<ul style="list-style-type: none"> • See notes attached from Executive Director's discussion with CLARB. • See above minute for discussion on CLARB/LARE and how it impacts on reciprocity. • Further discussion on CLARB AGM and who should attend on behalf of CSLA. Exact date not yet known, but it is thought it will be in September.
<p>5.3 Financial Report</p>	<p>Executive Director presented financial statements to 1997 year-end - these are unaudited. Discussion on whether statements should be audited. The by-laws state they should be. It was agreed to accept the unaudited version for 1997.</p> <p>Motion 98-1-4: It was moved by David Mitchell and seconded by Neil Dawe:</p> <p>"That the unaudited Financial Statements for the fiscal year 1997 be accepted as presented." CARRIED.</p> <p>Other questions were raised with respect to carry-over amounts from the 1997 fiscal year to the 1998 fiscal year.</p>
	<p>Action:</p> <ol style="list-style-type: none"> 1. Sharon to get two quotes for auditing the financial statements. 2. Sharon to provide explanation on carry-over amounts from 1997 fiscal year.
<p>5.4 CSLA Documentary - (Cont'd.)</p>	<p>Neil Dawe referred to the proposal which had been previously circulated. He highlighted the following:</p> <ul style="list-style-type: none"> • a production company is required before funding agencies will consider the proposal. • none of the proposals from production companies particularly stand out but Sharon met with one of the principals from Maeve Productions and they do have good connections to the federal government. • in order to access funding from Newfoundland, the project has to originate there. • a major funder could be Telefilm Canada. • a pre-license agreement from a broadcast company is required. • important to select a company with documentary expertise. • CSLA would be the associate producer of the documentary. • Neil has had a positive response but there is concern that it not be Newfoundland-focussed. • the documentary could be a series featuring the provinces or geographic regions. • it could be produced through IMAX or CBC. Rob Crosby also suggested Canadian Geographic. • David Mitchell asked how far we can go without a significant financial investment. He stressed the need to proceed cautiously.

<p>5.4 CSLA Documentary - (Cont'd.)</p>	<p>Neil indicated the goal is to undertake this on the basis of CSLA only incurring soft costs. He will continue to work on this project and will not proceed until he is assured of provincial support up-front.</p> <p>David Wagner thanked Neil for his work on the documentary .</p>
<p>5.5 Communications Plan</p>	<p>Cary Vollick provided background on efforts to date by John Laird and himself and noted the following important points:</p> <ul style="list-style-type: none"> • the need to draw together the messages as well as the vehicles to communicate those messages. • ensure that our priorities all fit together and are not being looked at in isolation. • develop a master plan to allocate financial resources as well as how priorities will be implemented. • what media could be employed to convey our message. • avoid duplication of effort. <p>Cary distributed a report that a public relations consultant had prepared for CSLA which contained the following key points:</p> <ul style="list-style-type: none"> • lack of research re attitudes to landscape architecture in "By Design". • a communications plan should change perceptions and this forms a marketing plan which will change behaviours. • there is currently a lack of communications planning around national congresses. These should not be isolated incidents, but rather a part of a master plan. <p>David Wagner noted the possible fit within the objectives of the ACD initiative and Cary agreed it is indeed complementary and could possibly be funded back through HRDC in some way with our model as a template.</p> <p>Cary and John feel they should accumulate as much information as possible prior to the next BOG meeting. From the components they require as much background information as is available on communications plans, strategic planning sessions or similar documents.</p> <p>John Laird noted there is some confusion regarding a communications plan versus a strategic plan. In OALA there is overlap between the two.</p> <p>Cary added that a strategic plan should be a first step. He is also concerned about progress since "By Design" was published. When does ACD require the info – would they either fund the research or conduct it themselves?</p>
	<p>Action:</p> <ol style="list-style-type: none"> 1. BOG members to provide Cary Vollick with copies of any communications plans or strategic planning documents available within their components. 2. David Wagner to identify the key players at the Alliance for Canadian Design and determine when they require our information in this area, as well as their willingness to fund the research or conduct it.
<p>6.0 Decision Items</p> <p>6.1 Congress 1998 - Update</p>	<p>Vincent Asselin provided an update on the congress program as well as other arrangements such as social events. He indicated that the Mayor of Montreal, Pierre Bourque, who is a landscape architect, is a Life Member of CSLA and will be accepting the President's Award for the winning project in Montreal.</p>
<p>6.2 Congress 1999</p>	<p>Sharon gave a report on the situation vis-à-vis Ottawa and their preference to host the event in the year 2000. Al Neufeld indicated that BCSLA has agreed to host the event in 1999, in Vancouver, probably in March or April. It will be a separate event from their AGM and will probably not include a trade show. A suggestion was made that we might want to link into the ACD National Design Show.</p> <p>David Mitchell noted that Andrew Wilson, who is the President-Elect of BCSLA. Is anxious to time the event so that it gets back in sync with the timing of the CSLA AGM and the turnover of the President.</p>

6.3 Congress 2000	Sharon reported on the activity to date by the Ottawa Chapter of the OALA. Their preference to host the event in 2000 was mainly based on their desire to have members across the country see the work being undertaken by the National Capital Commission, particularly in the area of Confederation Square, which will be completed for the millennium. They also are excited at the opportunity to perhaps hook up with other events happening in Ottawa that year.
6.4 Congress 2001	ASLA is committed to holding the event in Montreal. Larry Paterson has written to ASLA President, Tom Dunbar to firm up the financial commitment. Sharon will be visiting the ASLA office while on a personal visit to Washington and will follow up.
	<p>Action:</p> <p>1. David Wagner, Vincent Asselin and Sharon Mousseau to meet to discuss structure and protocol agreements vis-à-vis the ASLA Congress.</p>
6.5 Identification of President-Elect Candidate	No significant activity has occurred other than the suggestion that a candidate from Quebec would be appropriate. We have to be cognizant of the fact that potential candidates' names must be posted 90 days prior to the AGM.
6.6 Web Page Update	OALA is the only component currently hot-linked. David Wagner urged all components to follow as soon as they can. The CSLA Web Page is being translated. LACF is going to include their info as well.
7.0 Reports	This item was added to the agenda to give Peter Jacobs an opportunity to report on recent activities within IFLA as well as his involvement. Peter made the following points:
7.1 IFLA	<ul style="list-style-type: none"> • Our Canadian image is established through our publications and the various links that individuals have established through education, workshops, practical exchanges, etc. and this has been very successful. • Peter has been working closely with Colombia and is now an Honorary Fellow there. • Our weak area is institutional representation - some Canadians are ASLA members but not very active and there are some Canadian ASLA Fellows. • The Alliance and IFLA are key institutions for us. The Alliance was born out of frustration with IFLA but has not really gone anywhere. • The Alliance and IFLA are key institutions for us. The Alliance was born out of frustration with IFLA but has not really gone anywhere. • IFLA has undergone change - has put more funding into regions and allowed countries to join at a lower cost and then do volunteer work through the regions. Regional funding will be voted on regionally not overall. • Canada has a good image with IFLA. Our absence is not understood and is very noticeable. With its large number of landscape architects, Canada is seen as "big". • Peter has maintained his contacts during our five-year hiatus from IFLA membership and there are several individual IFLA members in Canada. • There is a 50th anniversary IFLA congress taking place in Cambridge, England September 4,5,6 1998. This could be an opportunity for Canada to re-join or send a signal that we are listening. • In the absence of political direction from CSLA, Peter is not sure what his approach should be and feels it is time for CSLA to take a position one way or the other. • If there is a desire to re-join IFLA there is of course a cost. Peter sees it as an investment in our own self-interest as well as being able to assist countries with no resources in development of the profession. • IFLA would like Canada as a member again and Peter is looking for direction from the BOG. <p>Questions/Concerns:</p> <ul style="list-style-type: none"> • Cary Vollick - concern re ability of IFLA to carry out projects as they appear to be out of that business. What is their standing with the UN - a vehicle to access those projects would be useful. Peter indicated IFLA is out of the project management business but the UN only recognizes international bodies and there would be a symbolical criteria to work through them, but not necessarily an operational one. • Peter indicated these kinds of activities would be carried out on a regional basis and IFLA then supports them through partnerships. Their core budget is now centred around three areas: Sectors or Regions/News/Congress.

<p>7.0 Reports - (Cont'd.)</p> <p>7.1 IFLA - (Cont'd.)</p>	<ul style="list-style-type: none"> • Cary questioned our relationship with the South American countries and Peter indicated it was excellent as Canada is not perceived as being imperialistic, as well as a very positive perception of our French environment. He added it has also been a positive educational experience. These links work well, but we have done little in the way of reciprocation. • David Anselmi asked where we stood vis-à-vis the Alliance. Don Barron is our current representative. • If Canada were to re-join on a per capita basis, the cost of membership would probably drop. • A first step should be to renegotiate the fee structure. Peter is seeking direction on this. • Cary asked if there are other outstanding issues besides re-joining. Peter indicated the main issues are: (1) cost; (2) political structure; (3) transparency of financial operation; and, (4) project management (which is now regional and optional). • Cary indicated the need for a "spreadsheet" which would show the cost of re-joining on a per capita basis so we can adequately assess the implications. This model is also one preferred by the U.S., England and Australia. • Peter indicated the current membership would probably resist a per capital proposal as the central organization does not have the power to decide - these decisions are now made at a regional level. • Cary felt a fee reduction should be attractive to current members and could be a significant bargaining chip. • Peter noted that ASLA prefers a sliding scale, therefore one possibility would be to have a cap beyond which there would be no fees. • We need to see an organization chart showing the more regionally organized structure. <p>Motion 98-1-5: It was moved by Vincent Asselin and seconded by Cary Vollick:</p> <p>"That Peter Jacobs have the support of the CSLA Board of Governors to investigate Canada's re-joining IFLA and that he obtain a Business Plan from IFLA that addresses the concerns and questions of the BOG." CARRIED.</p>
<p>7.2 Accreditation Council</p>	<p>Ron Middleton has taken over the Accreditation file and is currently chairing the committee on an interim basis. He provided an update on his activities and indicated he is seeking the BOG's approval in two areas: (1) endorsement of the members of the Accreditation Council; and, (2) guidance to take to the Council.</p> <p>Ron provided background as follows:</p> <ul style="list-style-type: none"> • The August AGM approved a by-law creating the Council based on recommendations from the educators. • The only authority the CSLA BOG has is to appoint the Council. • The Council makes its own decisions. • The Council is a body of five members, one of whom is a lay person, one educator and The other three are not specified but should be a mix of educators and senior practitioners. • There has not been any action for some time. • The Guelph and Montreal accreditations are both overdue but have not been done because teams were not in place. • Ron has four names for the Council and an initial meeting will take place this weekend. The members are: Irène Cinq-Mars - Vice-Rector of the University of Montreal, Roger Todhunter a practitioner from Ontario, and Patrick Mooney from the University of British Columbia and himself as Chair. • Five-year terms for Council members will be staggered. • Ron will remain as Chair until administrative matters are sorted out. <p>Motion #98-1-5: It was moved by Cary Vollick and seconded by David Anselmi:</p> <p>"That Ron Middleton chair the Accreditation Council on an interim basis and that three other members of the Council be approved: Irène Cinq-Mars, Roger Todhunter and Patrick Mooney." CARRIED.</p>

<p>7.2 Accreditation - (Cont'd.)</p>	<p>Ron noted that CSLA is obliged to provide administrative support and wondered if all funding for accreditation comes from the universities or is CSLA a partial funder? Ron has estimated that each visit will cost approximately \$5,000.00. Also, the guidelines must be translated into French. Ron added that ASLA has forwarded the funds that Guelph had paid when they were being accredited through them - they are now under Canada. It is felt that some sustaining fees should come back from the universities retroactively. The general consensus was that the program should eventually be self-funded. CSLA is providing administrative support.</p> <p>Motion #98-1-6: It was moved by André Schwabenbauer and seconded by Allan Neufeld:</p> <p>“That the Accreditation Council consider a two-year transition program leading to self-sustenance. CSLA would provide funds from unexpended budgets or reserve funds to get the program up and running properly. CSLA funding would be comprised as follows: \$3,000 in 1998; \$1,500 in 1999 and would expect the program to be self-sustaining by 2000 as proposed in Option #2 presented by the Acting Chair.” CARRIED.</p> <p>Ron Middleton noted that the plan is to establish two teams to conduct the Guelph and Montreal visits this fall.</p>
<p>7.3 National Publication</p>	<p>Cecelia Paine distributed a report on activities to date and noted that the task force would be meeting later this week.</p> <p>Cecelia noted the following:</p> <ul style="list-style-type: none"> • There had been a number of responses to candidates for the Editorial Board. There was a consensus to approve the first three recommendations shown on page 3 of the report. • All agreed on the name: “Landscapes/Paysages”. • Some BOG members felt the by-line was too long. This item was deferred to the task force. The quote from AZURE was contingent on a commitment to the production of three issues - the recommendation on this was tabled. • Each issue will have a theme - the first one would focus on health and how landscape architecture produces a healthy environment. • Managing Editor: AZURE do not want to take on this role. This recommendation was tabled pending more input from the task force. • Recommendation re publication policy was tabled. • Current CSLA Bulletin - consensus that current format becoming less useful as information is often not timely. CSLA info could be incorporated on a “CSLA Page” within the journal rather than having a bulletin-type insert. The Communications Plan will address a different bulletin format. • Agreed that sponsorship/advertising is the responsibility of the Editorial Board. The Executive Director will also invest time to assist in this regard. Goal is to have publication self-sustaining and a membership benefit. • CSLA is committed to totally funding the first issue - beyond that financial implications would have to be reviewed. • Reiteration that publication must be of top quality - quantum leap over anything previously done.
<p>7.4 Component Reports</p>	<p>It was suggested these reports could go on the Web Site. David Wagner noted the importance of written reports from the components that include the numbers of members so that the CSLA office can invoice appropriately.</p>

7.4 Component Reports

NLALA

Neil Dawe:

- Labrador was added to the association name.
- Name Act being worked on. They are working with the architects to join in with their act and make a joint proposal to government.
- NLALA have a new president - Gerhard Weiland - he will be the new BOG representative.

APALA

Cary Vollick:

- Have an active Web Site and now do all of their communication electronically.
- Have developed a safety certification course.
- Name Act is on the government docket - was delayed because of the provincial election.

OALA

David Anselmi:

- recently held their AGM. Donna Hynd was elected the new President.
- main focus will be their strategic plan.
- OALA is part of a public/private landscape architecture liaison committee made up of practitioners and public employees. All benefit from a closer and more collegial working relationship.
- A public relations campaign is another priority.
- OALA has undertaken a successful media campaign featuring news spots.
- OALA has legislated mandatory liability insurance for its members.
- OALA has 598 paid up full members and are active in the LARE process.

MALA

Derek Murray:

- MALA are proceeding well with their Name Act legislation. A draft is in place and they have a sense of political sponsorship by the government. It is now being reviewed by legal counsel. It may be difficult to get endorsement from other organizations - architects, engineers - as they are included as geoscientists in a practice act, but there could be a reciprocal agreement.
- MALA has a Web page.
- Membership requirements is a major issue. They are having to reformulate their Code of Ethics and By-Laws.
- MALA is moving towards acceptance of LARE.
- University of Manitoba is looking at complete restructuring into super departments. Landscape architecture may be in one that would include fine arts, music and textiles.

SALA

Rob Crosby:

- Numbers are growing and the profession is busy.
- SALA has good representation on the Saskatchewan Design Council. The Design Council has an excellent publication and many landscape architects have contributed to it.

AAALA

André Schwabenbauer:

- AALA is still somewhat burned out from the conference.
- They have had changes to their Executive - Sarah Jane Gruetzner will become the CSLA BOG representative. This will be a two-year position.
- The AALA Web Site is under construction.

BCSLA

Allan Neufeld:

- AGM recently held which included some by-law changes.
- This is Allan's last meeting as BOG representative.
- BCSLA will be hosting the 1999 CSLA Congress.

<p>7.4 Component Reports - (Cont'd.)</p>	<p>NWTALA John Laird:</p> <ul style="list-style-type: none"> • They now have seven members - an additional one in Rankin Inlet. • Are not sure what will happen when the territory divides. • NWTALA is working with the architects as they draft their name act legislation. The government won't go ahead without approval of the profession. • John noted that Newfoundland serves as an inspiration to them in view of their small numbers and what they have been able to achieve. <p>AAPO Vincent Asselin: Vincent was absent from this part of the meeting due to his duties in organizing the congress.</p>
<p>7.5 Date/Location of Next Meeting</p>	<p>David Wagner read a letter from ASLA inviting CSLA to have a BOG meeting in conjunction with their September Congress in Portland. David suggested we could hold the AGM by proxy along with the changeover of President. It was noted this would be too short a time frame to the BC Congress and hopefully the next CSLA AGM.</p> <p>Other points raised:</p> <ul style="list-style-type: none"> • Possibility of a BOG meeting in August in Vancouver or Victoria. • Meeting in Portland - high exchange rate and distance are factors. • Six months is a long time between meetings. • Halifax in July was suggested. • Next ExCom could be in Yellowknife in May. • David Wagner feels some presence is needed in Portland - we could have a BOG meeting in Vancouver just prior and those members wishing to do so could attend ASLA. • Reiterated the priority of having a CSLA AGM in conjunction with 1999 Congress and to do whatever it takes for that to happen. • Have a "virtual AGM" within six months to get back on cycle. • A by-law amendment could be passed at fall BOG to change frequency of AGM.
	<p>Action: 1. Cary Vollick will investigate the possibility of hosting a BOG meeting in Halifax in July.</p>
<p>7.7 Awards</p>	<p>Agreement that the awards program in general requires a lot of work. The most recent winners have been posted on our Web page. Individual offices can be hot-linked to this program.</p> <p>Student Awards:</p> <ul style="list-style-type: none"> • Alf Simon will coordinate this program. • He will receive nominations each year, have the medals engraved and distribute them. <p>Community Service Awards:</p> <ul style="list-style-type: none"> • Do we stay with the current certificates? • We need to develop a protocol and procedure and include it in our policies and procedures manual. • Application process also needs to be developed and a committee chair named. • OALA has a process that we could perhaps use as a template. • The CSLA award has prominence and we are not using it well. • Ideally, at least one award should be presented in conjunction with each board meeting. • Must get media involvement.
	<p>Action: 1. David Wagner to determine if Jim Floyd wishes to continue as Awards Committee Chair. 2. Sharon to get a copy of OALA process.</p>
<p>7.5 New Business 7.5.1 University of Guelph Archives</p>	<p>David Wagner referred to a letter he had received offering to house CSLA archival material at the University. They are developing a Centre for Landscape Architecture Archives. CSLA members can access the centre for personal research.</p>
	<p>Action: 1. Sharon will follow up with the University to obtain more information.</p>

7.5.2 CSLA Bulletin	Larry Paterson is completing the current issue of the Bulletin and will incorporate the Annual Report.
7.5.3 Continuing Education	<p>Neil Dawe inquired as to the status of this area since the initial work he had done. It was agreed this work should not be lost and should go to the components for adoption. It could perhaps be produced in manual form and packed under the ACD material.</p> <p>Additional points:</p> <ul style="list-style-type: none"> • John Laird noted that the BOG should provide these opportunities so that components know what CSLA does. • David Anselmi indicated that continuing education is the mandate of the components. • CSLA has a model that the components can use as a template. • Some continuing education documents also available through LARE. <p>Motion #98-1-7: It was moved by Vincent Asselin and seconded by Neil Dawe:</p> <p>“That BOG members bring revisions to continuing education policy to next BOG meeting.” CARRIED.</p>
	<p>Action:</p> <p>1. Sharon to circulate current continuing education policy to BOG members.</p>
7.8 Adjournment	<p>David Wagner noted that this was the last BOG meeting for Neil Dawe, Allan Neufeld and André Schwabenbauer. He thanked them for their excellent contribution.</p> <p>There being no further business, the meeting was adjourned.</p>

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