

## DRAFT MINUTES

### CSLA Board of Directors

Wednesday, April 4th, 2018, from 8 am to 5 pm  
 Dockside 4, Westin Harbour Castle Hotel, Toronto

**Present:** Arnis Budrevics, Glenn O'Connor, Margaret Ferguson, Natalie Goulet-Sorenson, Cameron DeLong, Kathy Dunster, Nastaran Moradinejad, Michelle Legault, Vincent Asselin, Gordon Smith, Lois Ross, Monica Giesbrecht, Hope Parnham, Jean Landry, Sarah Culp, Claude Potvin

**Regrets:** Trevor Tumach

No.:	Item:
1	<p><b>Call to Order and Welcome</b></p> <p>Vincent Asselin called the meeting to order.</p>
2	<p><b>Conflict of Interest Statement</b></p> <p>Regarding the agenda for today's meeting, does any member of the board have any relationships or interests that could compromise, or be perceived to compromise, your ability to exercise judgment or decision-making independently and objectively with a view to the best interests of the CSLA? If so, please declare the conflict.</p> <p>Jean Landry declared a conflict of interest for the voting of the Charter and the Portfolio.</p>
3	<p><b>Approval of Proposed Agenda - FOR DECISION</b></p> <p>To add 8h) Compensation and Benefits Study Proposal</p> <p><b>MOTION 2018-4-1: Moved by Glenn O'Connor and seconded by Nastran Moradinejad to approve the agenda as modified. Motion unanimously approved.</b></p>
4	<p><b>Approval of the Minutes of the Last Meeting - FOR DECISION</b></p> <p><b>MOTION 2018-4-2: To approve the minutes of the March 6th, 2018, meeting as presented. Moved by Nastaran Moradinejad and seconded by Sarah Culp. Motion unanimously approved.</b></p>
5	<p><b>President's Report</b></p> <p>Vincent Asselin reported on his, Nastaran Moradinejad and Michelle Legault's attendance at the President's Council meetings in January 2018. The book, 'The Future of the Professions' by Susskind was a topic of discussion, including how the professions may need to adjust in the future. Michelle Legault also noted that the President's Council maintains a data dashboard allowing us to track the progress of the profession.</p> <p>Vincent Asselin also reported on a series of meetings regarding our concerns with IFLA and transitioning from IFLA Delegate Raquel Penalosa to Claude Potvin. Claude Potvin and Vincent Asselin will also attend the Singapore IFLA Congress.</p> <p>Vincent Asselin and Pierre Bouchard also attended the WDSO creditors meeting in Montreal. He recommends</p>

cutting ties with the WDSO and voting at future meetings by proxy. We should ensure that all members who are owed funds are on the list, and also consider how to reimburse CSLA members should the WDSO declare bankruptcy.

Vincent Asselin will also continue his tour of schools across the country during his past presidency.

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## Component Updates

- a) **APALA:** Eight new members have joined APALA for a total of 104 and the Dalhousie Program is about to graduate their first class. They are still working towards accreditation. A scholarship has been introduced for that program. Ten more copies of the Canadian Landscape Standards have been circulated to municipalities on behalf of APALA and an advocacy grant has been established for members. An essay competition was also launched, and the winner will be announced shortly. APALA is also working on improved services for associate members by reducing fees, creating a document to guide associates to full members, and potentially reimbursing part of the fees for international applicants.
- b) **AAPQ:** Jean Landry reported that AAPQ has 500 members. However, he noted that the U of Montreal lack of accreditation BLA program will affect membership in the future. A task force has been established to find solutions for this issue. Regarding the WDSO, the AAPQ, being a partner, wants to continue the relationship to ensure that the declaration which came out of the summit will continue to be of value. The other professions in Québec (architecture, planning, etc.) are hoping to continue developing the declaration. Outreach to members remains a priority for AAPQ, especially for members in regions. They are meeting the Québec municipal union, allied organizations, and prioritizing communications and advocacy. The AAPQ also nominated Peter Jacobs and Ron Williams to be honorary AAPQ members, which gives them CSLA lifetime membership.
- c) **OALA:** In 2018, OALA is celebrating its 50<sup>th</sup> anniversary. The association is excited to co-host the 2018 conference. A legacy task force was struck to celebrate the 50<sup>th</sup> anniversary. A logo was developed, and a number of historical initiatives are being undertaken, including publishing videos and retrospectives of past presidents. The strategic plan was updated, a membership survey was undertaken and a strategic planning workshop. The fees and services guide was also published. 2018 also marked the end of the first mandatory CE cycle, meaning that credits must now be logged online. 189 members out of 920 are non-compliant, and staff are helping ensure that this is corrected. The OALA is undertaking a membership category review with recommendations due this Fall. This membership committee is also working with the CSLA membership committee.
- d) **MALA:** Monica Giesbrecht reported that the membership has doubled since 2005 and have passed the 100-member mark with 39 associates, 90 students, 20 corporate members. The draft bill for name act is before the legislature and will have its first reading next month. The first strategic plan has also been adopted, and Monica thanked Michelle Legault for providing the CSLA template, and accompanying guidance. The fees and services guide is also being developed, templated on the OALA's model. In addition, a new website was launched and is using the OALA's CE module as a template. Associate members in MALA have been active, by developing study groups and resources for the LARE, and continue to develop their relationship with the U of Manitoba. MALA has also been circulating the Canadian Landscape Standard in municipalities and circulating the Colour your landscape book in local schools.
- e) **AALA:** Natalie Goulet-Sorenson reported that Todd Reade, the new Executive Director, has completed a policy review, modernizing LA regulations, membership overhaul, awards and scholarship review, website enhancement, registration procedures review, overhaul of the CE program with a mandatory logging of professional development units. 28 full members joined in 2017. A comprehensive review of the interview process was undertaken, and the advocacy committee has been active. The AALA celebrates its 50<sup>th</sup> in 2018. A new member benefit program features discounts for members.
- f) **BCSLA:** Kathy Dunster reported that the BCSLA has 344 registered architects including 10 lifetime members, 22 retired members, 64 inactive members, 13 members without a stamp, 157 interns

	<p>(associates), 23 students. The CE Committee at BCSLA continues to work with members to log credits.</p> <p>g) <b>NuALA</b>: Cameron DeLong has reported that NuALA has 5 new members. The bylaws were reviewed and opened new categories of members, including affiliate and associate members. The fee structure will also change.</p> <p>h) <b>NWTALA</b>: Margaret Ferguson reported that an AGM was held in January and NWTALA numbers 5 members. The Northern Research Bursary Fund was launched through the LACF and the NWTALA continues to support it. The first bursary was awarded this year in the amount of 2,000\$.</p>
7	<p><b>Business Arising from the Minutes of the Last Meetings: Ongoing Projects not in this Agenda</b></p> <ol style="list-style-type: none"> <li>1. Committee Review: Committees have been re-structured and a standardized template for committee reporting was developed and put in use. A committee manual is being developed. <b>ONGOING</b></li> <li>2. Legacy Award 2018: Winner to be announced in September. <b>ONGOING</b></li> <li>3. Corporate Sponsorship Program: To be further developed by the membership committee. <b>ONGOING</b></li> <li>4. Guide to Wearing CSLA Decorations: To be further developed. <b>ONGOING</b></li> <li>5. Board Member Position Descriptions and Tasks: Develop a list of board member position descriptions, including tasks. <b>ONGOING</b></li> <li>6. WDSO Communications Strategy and Invoicing: Regular communications with WDSO ticket holders re reimbursements and monitoring WDSO financial situation. Meeting held on 23 March of all creditors attended by V. Asselin and P. Bouchard). <b>ONGOING</b></li> <li>7. FCM Strategy: Elements of the strategy incorporated in the work of the advocacy committee, for example, Monica Giesbrecht, Lois Ross and Colleen Mercer Clarke attended the Sustainability Conference. <b>ONGOING</b></li> <li>8. Student Travel Grant Program: Revise program to include accommodation. <b>ONGOING</b></li> </ol>
8	<p><b>Executive Director's Report</b></p> <p>Michelle Legault reported that, since the last meeting, the Awards of Excellence, Recognition Awards, College of Fellows and the 2018 CSLA-OALA had been a priority. She reminded members that the deadline for the Governor General's Medal was April 15<sup>th</sup>, 2018 and noted that the process for developing the second edition of the Canadian Landscape Standard was well under way. In addition, she reported that many adjustments had been made in the CSLA's systems to welcome the two new categories of members: students and associates.</p> <ol style="list-style-type: none"> <li>a) CSLA Committee Meeting Report: For information.</li> <li>b) Recommendation to the CSLA Board of Directors template: For information.</li> <li>c) 2019 Congress Update  <b>MOTION 2018-4-3: To approve the 2019 CSLA-BCSLA Congress Agreement as modified. Moved by Monica Giesbrecht and seconded by Natalie Goulet-Sorenson. Motion unanimously approved.</b>  - brand the event as a CSLA conference, opposed to a pre-conference event to the land summit  - add 'CSLA' to the first bullet and be 'prior to' as opposed to 'pre'</li> <li>d) 2020 Congress Update: Michelle Legault reported that the 2020 congress would be held in Alberta. Location and date are to be determined.</li> <li>e) Reciprocity Committee Update: A letter was sent to the components on whether the Reciprocity Agreement should be updated and whether the agreement is still required. The BCSLA has not responded to the letter. The NWTALA also declared that they would sign a new document, provided CSLA oversight was made clear: The CSLA will be the appointed entity to validate and administer the agreement. A written response from BCSLA is requested as soon as possible. Members suggested</li> </ol>

	<p>explaining the benefits of the agreement to the components.</p> <p>f) College of Fellows Legacy Project  <b>MOTION 2018-4-4: That the College of Fellows Legacy Project collecting biographies and images of each CSLA Fellow be approved. Moved by Kathy Dunster and seconded by Sarah Culp. Motion unanimously approved.</b></p> <p>g) Component Advocacy Grant Extension of Program: This item was deferred to the next meeting.</p> <p>h) Compensation and Benefits Study Proposal: This item was deferred to the next meeting.</p>
9	<p><b>Finance Committee Report</b></p> <p>a) Review of 2017 Financials: Arnis Budrevics: Arnis Budrevics reported that the CSLA ended the 2017 year with a 39,000\$ surplus.</p> <p>b) Review of current financials: Arnis Budrevics reported the current financials were in good order.</p>
10	<p><b>Government Relations Task Force</b></p> <p>a) Update on activities: Lois Ross reported that last year we attempted to make meetings with MPs and since last year, there have been two additional meetings: Gordon Smith with MP Darren Fischer and Monica Giesbrecht with MP Dan Vandal. MP Fischer was very interested in the work on climate change and suggested that a cross-governmental meeting be organized. MP Vandal agreed with our approaches, regarding meetings and briefs. Lois Ross and Monica Giesbrecht also attended the Sustainability conference organized by the FCM. She suggested that a CSLA member should attend that conference every other year.</p> <p>b) Budget brief: Last year, in 2017, the CSLA submitted a brief to the finance committee based on the theme selected by the government. Lois Ross recommends using a similar process to last year's, by circulating the theme to the Board once it is announced, asking for feedback, then begin writing the brief which would include 2-3 recommendations. The final draft would be approved by the Executive Committee.</p> <p>c) Position Paper Proposal: The Executive Committee approved the drafting of a position paper which explains the role of landscape architects. The position paper would be geared to municipal elected officials and be based on show and tell by showcasing projects from across the country. The final draft will be ready by the Fall and could be used as a starting point for fall meetings with the MPs in November.</p> <p>d) Fall Meetings: The budget brief 2018 and the position paper will form the speaking points for the Fall meetings.</p>
11	<p><b>Advocacy Committee Report</b></p> <p>Monica Giesbrecht reported on the Advocacy Committee's goals, which are</p> <ul style="list-style-type: none"> <li>- Being a connector between the CSLA and component associations: this includes advocacy projects, communications initiatives, and using the CSLA as a clearinghouse of advocacy resources for components to learn from each other and collaborate in raising the profile of the profession in each region of Canada.</li> <li>- Increasing the public's awareness of landscape architecture through World Landscape Architecture Month (WLAM April of every year): the World Landscape Architecture Month program will be refreshed and used as a connector to the public at large. The Committee has developed a WLAM promotion kit this year, and has cancelled the poster competition, but introduced a popular poster 'How Landscape Architecture Can Save the World'.</li> <li>- Strengthening our bonds with the Federation of Canadian Municipalities: to promote our common objectives, to cross-pollinate and to advance our mutual advocacy strategies to the municipal leaders. Monica Giesbrecht met with FCM President Jenny Jervase and attended the FCM's Sustainability Conference. It is recommended</li> </ul>

	<p>that a CSLA representative attends each of those meetings, which are held every two years. The Committee will also help disseminate information about the funds available from FCM for municipalities, and it is suggested that the group speaks at a future conference.</p> <p>- Monica Giesbrecht was also invited to the Evergreen program to develop future cities and will be meeting with the Future Cities group in Toronto for partnership opportunities.</p>
12	<p><b>Committee on Climate Adaptation Report</b></p> <p>Hope Parnham reported that the restructuring of the committees has been very successful for the Committee on climate adaptation. The endorsement of the global accord by component associations is about 50% complete. The climate change adaptation resources are also being reviewed and developed and will be posted to the CSLA website and communicated to the members. Colleen Mercer Clarke has written a climate change primer and it will be available soon as a valuable resource for foundation information by the CSLA. A municipal roundtable discussion will be led by Jane Welsh during the 2018 conference to understand their obstacles and success stories regarding adaptation. In February, the Committee met with NRCAN representatives and 8 other departments and is now determining how to maximize those linkages. Colleen Mercer Clarke has recently been contacted by the Simon Fraser University ACT program to focus on interdisciplinarity.</p>
13	<p><b>IFLA Delegate Report</b></p> <p>Claude Potvin thanked the Board for naming him IFLA delegate and inviting him to the meeting. He has been working on transition from the previous IFLA delegate, and orientation. A world congress is planned in July in Singapore. IFLA elections are in process and Raquel Penalosa is standing for treasurer. Claude will be paying attention to follow-ups from the 2017 conference, the International Landscape Convention, current IFLA governance (including its system of 5 regions). Each of IFLA's regions, except for Europe, is independent financially, and do not receive any funds from IFLA. The dues structure also requires review because it is unevenly applied. The CSLA president will be drafting a letter to IFLA stating these concerns prior to the next conference. Claude Potvin will be making a recommendation to the CSLA Board in the Fall.</p> <p>Arnis Budrevics recommends that we withhold IFLA dues until our concerns are satisfied, following a report made by the IFLA delegate. Conditions should be met by IFLA or the CSLA will withhold 2020 dues.</p> <p>Members suggested to the IFLA delegate that a recommendation be made on our future role at the Fall Board meeting.</p> <p><b>MOTION 2018-4-5: That the CSLA withholds its dues until the IFLA delegate renders a report in the Fall 2018. Moved by Glenn O'Connor and seconded by Arnis Budrevics. Two in favour, 2 abstentions. The motion fell.</b></p> <p><b>MOTION 2018-4-6: That the CSLA pays IFLA dues for 2018, together with a letter, expressing serious concerns and indicate that the dues are being paid under protest. Moved by Gordon Smith and seconded by Jean Landry. Motion approved with one opposed (Glenn O'Connor).</b></p> <p>Arnis Budrevics suggested that we discuss IFLA outside of the IFLA Delegate's Report, and within the next Strategic Plan report at every meeting.</p>
14	<p><b>Indigenous Issues Task Force Report</b></p> <p>Chris Grosset presented the Environmental Scan and activities of the Indigenous Issues Task Force. A call for volunteers was undertaken and 16 people became volunteers for the environmental scan undertaken. Volunteers were organized into working groups with the purpose of doing research on the environmental scan: component associations, national, regional or related professions' activities, national indigenous organizations, CE opportunities, and universities and schools formed the major headings of the environmental scan. A session will be held on April 5<sup>th</sup> to develop an action plan, and a framework was developed with four categories:</p> <ul style="list-style-type: none"> <li>• Acknowledgement</li> </ul>

	<ul style="list-style-type: none"> <li>• Awareness</li> <li>• Engagement</li> <li>• Empowerment</li> </ul> <p>There is a wealth of information on what is going on, but the struggle will be on how landscape architects will respond. Findings include: related professions are at the same stage as the CSLA, and there are very few CE programs available. Members of the universities are very engaged in this issue. An action plan will come forward to the Board in November. The Board commended the work of the Indigenous Issues Task Force.</p>
15	<p><b>Letter of Understanding between CSLA, RAIC, EC and CIP – FOR DECISION</b></p> <p><b>MOTION 2018-4-7: To approve the Letter of Understanding between RAIC, CSLA, CIP and EC. Moved by Glenn O’Connor and seconded by Monica Giesbrecht as amended. Motion unanimously approved.</b></p> <p><b>- modify the position paper line to read: consider adopting when our interests align</b></p>
16	<p><b>Awards of Excellence</b></p> <p><b>a) Appointment of new Awards of Excellence Committee Chair</b></p> <p><b>MOTION 2018-4-8: To appoint Leanne Muir the Awards of Excellence Committee Chair starting in the Fall, 2018. Moved Gordon Smith and seconded by Margaret Ferguson. Motion unanimously approved.</b></p> <p><b>b) Student and Associate Member Categories:</b> Associate members who participate in projects do so under the aegis of a professional, full member. These are professional awards. Associate members should be within their own category. Having a stamp and being a registered landscape architect is a philosophical assertion of the society. Members showed interest in establishing a student award which would be vetted by each university and could be focused on the final thesis at the MLA level. The CSLA wants to promote the work of licensed architects. Also, a 20\$ fee would surpass the limits of the Awards program. Our mandate is to encourage associate members to become full members and obtain recognition through the professional awards.</p>
17	<p><b>Invasive Species Workgroup: Code of Conduct</b></p> <p>Kathy Dunster presented the National Voluntary Code of Conduct for the Ornamental Horticulture Industry drafted by the Canadian Council on Invasives, the CSLA, and the CNLA. She indicated that further work is required of the code.</p> <p><b>MOTION 2018-4-9: To endorse in principle the Invasive Species Workgroup Code of Conduct and request that the workgroup provide a final code for the Board’s review. Moved by Kathy Dunster and seconded by Margaret Ferguson. Motion unanimously approved.</b></p>
18	<p><b>Canadian Landscape Charter and Portfolio</b></p> <p>Jean Landry presented the background of the Charter and Portfolio and reported on the IFLA’s landscape convention which was posted to change.org and gained over 2,000 signatures. Members discussed that there was still a lack of understanding of the Charter within the components. Campaign should be targeted to components first, then to members, to almost present to each component board and get buy-in at that level, using a staged approach. This document should be used to on-board new employees, in advocacy, legislation, etc. Could this initiative tie in to a future WLAM, along with why hire a LA? Should the CLC be integrated into the Advocacy Committee? Glenn O’Connor suggests that this comes back to the next Board meeting, with a plan for a staged campaign.</p>
19	<p><b>Review of 2019 Budget and Setting of Dues for 2019</b></p> <p>Dues will not be raised for 2019.</p>

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**Adjournment**

The meeting adjourned at 5 pm.