

DRAFT MINUTES

CSLA Board of Directors

Thursday, November 20th, 2014

Room 108, Colorado Convention Centre, Denver CO

Present: Cameron DeLong, Michelle Legault, Gordon Kraushaar, Carol Craig, Margaret Ferguson, Jean Landry, Trevor Tumach, Peter Briggs, Joanne Moran, Peter Alexander, Bob Somers, Nastaran Moradinejad, Arnis Budrevics, Raquel Penalosa

Guests: Alex Topps, Chair, LAAC (by teleconference) and Kathryn Moore, IFLA President (in-person)

Regrets: Robert Norman

No.:	Item:
1	<p>Call to Order and Welcome</p> <p>Carol Craig welcomed everyone to the meeting and called the meeting to order.</p>
2	<p>Approval of Proposed Agenda</p> <p>MOTION 2014-11-1: Moved by Bob Somers and seconded by Margaret Ferguson that the agenda for the 20 November 2014 Board meetings be approved as presented. Motion unanimously approved.</p>
3	<p>Approval of the Minutes of the Meeting of 23 September 2014</p> <p>MOTION 2014-11-2: Moved by Gordon Kraushaar and seconded by Jean Landry that the minutes of the meeting of 23 September 2014 be approved as presented. Motion unanimously approved.</p>
4	<p>President's Report</p> <p>Carol Craig thanked the ExCom and the Executive Director for keeping a busy year with many initiatives on track. Carol noted that she is the LAAC board rep and chairs the Advocacy Task Force, in addition to finding jurors for the Governor General's Medal in Landscape Architecture. In addition, she is reviewing the terms of references with LACF, LAAC, COF and LP. She emphasized the importance of showing members results for their fees. Carol also encouraged members to use the ASLA meetings to network for the benefit of the CSLA.</p>
5	<p>Component Updates</p> <ul style="list-style-type: none"> a) APALA Gordon Kraushaar reported that there was lots of energy around continuing education in the society. He also reported that the time was right to pursue name act in Nova Scotia and New Brunswick, and APALA may have to transition as an organization to incorporate within each province to accommodate the name act registration. b) AAPQ There were many shifts in the AAPQ this year, namely an opening to the CSLA which was not



there in the past, mostly because of the work on the terms of reference and the Ron Williams book tour presentations supported by the CSLA, which were very successful with audiences of 200-300 people. He also reported that the AAPQ welcomed a new executive director and the society is hoping to make that position full-time in order to respond to the AAPQ's needs as a society. Their statistics: 425 members, 75 students, and 125 people working in businesses. The 50th anniversary of the society is in 2015, and many projects are planned, including bringing 20-25 past members back to full membership.

c) **OALA**

Joanne Moran reported that the mandatory continuing education program was successfully launched at the OALA. While the membership is growing, there is also a decline of members who are moving into retirement. The OALA also held a strategic planning session, moving from 6 to 3 major goals all related to promotion, though the practice act legislation is central to the goals. With the provincial election recently, there has been an opening for increased dialogue with the new government.

d) **MALA**

Bob Somers reported that MALA is re-working its code of conduct, the president and vice-president will be undertaking a strategic planning process for the society, and the time is right to start name act legislation in the province. In addition, September WLAM in Manitoba was very successful with Ron Williams as a special guest. Finally, enthusiasm for the 2016 Congress is high.

e) **SALA**

Trevor Tumach reported that SALA is also moving ahead with name act legislation. Continuing education requirements have been studied by the society.

f) **AALA**

Peter Alexander reported that by September 2015 the University of Calgary MLA program would be up and running. The AALA AGM was held last weekend, and an associate member non-voting category of the board was added. The AALA board already includes a non-voting landscape architect technologist (LAT) board category. In addition, an emeritus member category was added. AALA is now a full member of CLARB. The members also made a presentation to the city of Calgary, who were issuing RFPs for landscape projects without mention of LAs, and the city agreed to revise their RFPs to include the profession. AALA will also be becoming stricter in applying the mandatory continuing education criteria.

g) **BCSLA**

Nastaran Moradinejad reported that the ongoing projects include strategic planning workshops to have a strategic plan adopted by the end of 2015. They are also looking into how to engage municipal governments and universities.

h) **NuALA**

Cameron DeLong reported that there are four members in NuALA, with Chris Grosset president, Cameron DeLong as Vice-President and Treasurer, Marla as Secretary and Richard Wyma as member at large. NuALA is working on a by-law review to open membership categories. The society will be working on setting up a web page with the CSLA Executive Director.

i) **NWTALA**

Margaret Ferguson reported that the NWTALA landscape charter is planned for completion by



	<p>2015. As the board is meeting in Yellowknife in 2015, a community event is being planned by NWTALA in conjunction with the board's visit to the region. A northern research fund is also in the works with the LACF, and one key consideration is whether it's a one-time donation or a fund that could be sustained with the CSLA's involvement. The objectives would be to advance knowledge and increase visibility in the north with an ultimate goal to advance the climate change discussion. Margaret Ferguson asked for volunteers to join a working group to develop this initiative.</p>
6	<p>Executive Director's Report</p> <p>Michelle Legault presented the Evergreen Action List for November 2014 and reported on the new website content: Congress 2015 page, previous awards loaded in the awards atlas program (2001 to 2008), a page to download the logo, page for the code of professional conduct, and a page for the 2014 Campaign of Fellows ASK.</p> <p>She also reported that:</p> <ul style="list-style-type: none">- she is working on a proposal to tweak the CSLA logo to include the sub-brands, such as LP, Congress, LAAC and College of Fellows,- the Recognition Awards Program will be launched in February,- she is in the process of sending copies of Ron Williams' book to all CSLA honorary members.- Ron Williams book tour was a great success and helped continue the great momentum generated at the CSLA Congress in Ottawa. Members are encouraged to send positive testimonials from the book tour for posting on the website. <p>MOTION 2014-11-3: Moved by Peter Briggs and seconded by Nastaran Moradinejad that the CSLA extends its congratulations to Ron Williams for the success of his book, <i>Landscape Architecture in Canada</i>, and thanks him for his dedication and work and the contribution of those that have supported this effort. Members were unanimous in their praise for this initiative. Motion unanimously approved.</p>
7	<p>Finance Committee Report</p> <p>a) Update</p> <p>Arnis Budrevics noted that the budget is on track and that there is 67,000 \$ left for the end of the year and provided an overview of the current year. He notes that we will unlikely have an overage to send back to unallocated net assets, as our budgeted amount for 2014 will be fully spent.</p> <p>b) Approval of the Chair of the Finance Committee for 2015</p> <p>MOTION 2014-11-4: Moved by Gordon Kraushaar and seconded by Jean Landry to appoint Arnis Budrevics as Chair of the Finance Committee for 2015. Motion unanimously approved.</p>
8	<p>LAAC Report</p> <p>Alex Topps presented a report on the LAAC's activities.</p> <p>MOTION 2014-11-5: Moved by Jean Landry and seconded by Joanne Moran to approve budget scenario number 6 and the attached Revised Fee Schedule, as of 1 January 2015, retaining the 15 000 \$ top up given to the CSLA, adding a New Program Initial Visit fee, moving to a 6 year</p>



	<p>review cycle, adding a sixth member to the LAAC and modifying the professional stakeholder session. Motion unanimously approved.</p> <p>MOTION 2014-11-6: Moved by Bob Somers and seconded by Nastaran Moradinejad to endorse assisting LAAC with obtaining practitioner input to revised standards, by requesting that Component Associations to designate experienced local practitioners as stakeholder representatives and convene a workshop with practitioners and a LAAC member. Motion unanimously approved.</p> <p>MOTION 2014-11-7: Moved by Margaret Ferguson and seconded by Jean Landry to endorse a by-law revision to increase the LAAC committee from 5 to 6 members. Motion unanimously approved.</p>
9	<p>Advocacy Task Force Update</p> <p>Carol Craig reported that a number of initiatives have moved forward during the past year. The Media Relations kit will be issued shortly, a booklet to promote the speakers' bureau is being drafted, the task force is searching for position papers which may relate to the Congress theme and Carol Craig asks for suggestions of potential authors. She also noted that the Australian ILA is advertising in allied professions' magazines, asking "did you know" about the landscape architecture profession. She also encourages us to undertake a promotional blitz during WLAM by putting signs on landscape architecture projects around the country.</p>
10	<p>Component Agreement Update</p> <p>Michelle Legault reported that she and Claude Potvin have drafted a final version of the component terms of reference for discussion at the December 8th, 2014 Component President's Roundtable teleconference. She indicated that the document has changed in spirit – it is less a legal agreement and more a terms of reference showing how the CSLA and components share and interact on a mutually beneficial basis. The schedule for this document is to have the final draft reviewed by the components in December, final changes brought forward and approved by the CSLA and component boards in March-April for signature at the May Congress.</p>
12	<p>Congress 2015</p> <p>a) Update</p> <p>Michelle Legault reported that the Congress 2015 planning is progressing very nicely, and that the systems put in place for the 2013 and 2014 congresses being used and improved every year. The Call for Abstracts closes on November 21st and we have received, to date, approximately 15 abstracts, which include a few from the Mexican Society's members. The tours are in development as is a charrette with the University of Mexico's landscape architecture program. For this year's gala dinners, there will be a different format for the College of Fellows and awards gala dinner. In short, the investiture ceremony will happen in late afternoon, followed by a reception, then dinner and awards gala. Michelle Legault encourages all board members to help promote the trade show, sponsorship opportunities and attendance at the Mexico Congress both at the ASLA meetings and with their members. Raquel Penalosa suggested adding the sponsorship information to the IFLA website.</p> <p>b) Approval of budget</p> <p>Michelle Legault presented the budget for the 2015 Congress.</p>



	<p>MOTION 2014-11-8: Moved by Bob Somers and seconded by Joanne Moran to approve the proposed 2015 Congress budget as presented. Motion unanimously approved.</p>
13	<p>IFLA Update</p> <p>a) 2017 Summit in Montréal Michelle Legault reported on the planning for the 2017 IFLA World Congress. She noted that Mission Design no longer exists and a new society, called the OSMD, had taken its place with the objective of organizing the summit planned post-congress. The OSMD is also taking on the role of organizing the congress however, at this time it is unclear to what degree they will be involved in logistics. That said, the 2017 IFLA World Congress team, made up of Michelle Legault, Pierre Bouchard, Raquel Penalosa and Claude Potvin, has decided to move ahead with the planning based on the previous models and systems the CSLA has put into place over the past years. This means that the next steps will be to draft an agreement between the CSLA and the AAPQ, do a call for volunteers and appoint chairs for the congress and its various sub-committees. The team has agreed that the OSMD has a deadline of March 2015 to provide enough information and planning to determine whether the CSLA and AAPQ will take part in the larger congress alongside the other potential world congresses, or plan the event independently and participate in the summit only.</p> <p>b) IFLA World and Regional Update Raquel Penalosa presented Kathryn Moore, IFLA president, who was invited by the ASLA to discuss their engagement with IFLA. Kathryn Moore provided background on herself and on IFLA. She notes that 71 national associations are currently members of IFLA, representing 24 000 members across the world. She reported on IFLA's transformation of late to create a forward-thinking organization – bylaws, finances and communications have all been revised. The IFLA structure encourages a symbiotic relationship between the different regions. Africa and the Middle-East are priority areas for the IFLA. Projects include teacher training program, workshops, promotion of landscape architecture week, MOU with the Iranian Ministry of Transport to build the skills in that country, corporate sponsorship program, and the landscape charter. She noted that landscape is the hot topic around the world, and that we need to capture this interest. Members agreed that the profession was on the cusp of a very exciting time. Raquel Penalosa reported that the Americas group was focusing on advocacy and sustainability as a key issue, having a more regional governance focus, education, and balancing a region with highly developed professionals in the north and supporting and developing education programs in the south of the region, and creating a council of students and professionals. Raquel Penalosa highlighted the revised IFLA website.</p>
14	<p>Awards of Excellence Task Force Report</p> <p>a) Update Michelle Legault and Bob Somers provided an update on the awards task force, noting that the electronic submissions and the modernization and simplification of the program with an eye to its promotion.</p> <p>b) Legacy Project Award Michelle Legault presented the proposed award. After discussion, members suggested re-wording and adding examples to the line that “projects that involve the protection and or interpretation of a Canadian landscape may also be eligible”, add the name of the</p>



	<p>landscape architect who worked on the project as a requirement and add a requirement about how different the project is currently from the original design.</p> <p>MOTION 2014-11-9: Moved by Margaret Ferguson and seconded by Nastaran Moradinejad that the CSLA endorses the development and launch in 2016 of a Legacy Project Award. Motion unanimously approved.</p>
15	<p>CE Committee Report</p> <p>Gordon Kraushaar reported that the CE Committee undertook an environmental scan of CE programs in other design-based professions. He reported that the committee evaluated what the CSLA's role in CE should be. He reported that the Committee would like to pull together a template or useful CE program information that small components could use and employ the CSLA website as a clearinghouse of information on continuing education, such as a calendar of events. Joanne Moran noted that the CE template is available from the OALA.</p> <p>MOTION 2014-11-10: Moved by Nastaran Moradinejad and seconded by Bob Somers to endorse the directions of the CE Committee - including the development of a CE calendar on the CSLA website. Motion unanimously approved.</p>
16	<p>Strategic Plan Update</p> <p>Peter Briggs reported on the work done to date and wanted to check-in with the board on whether the draft reflects the workshop held at the Ottawa Congress. The next steps will include incorporating elements of the balanced scorecard concept and key performance indicators. He also indicated that the core values identified may need revision, including "strategic vision". Next steps include going back to the committee to complete the work and provide revision to the boilerplate text.</p>
17	<p>Canadian Landscape Charter Initiative</p> <p>Jean Landry provided an update on the Canadian Landscape Charter Initiative. He noted that the process started in 2006 at the IFLA level and, in Canada, the task force was created by the CSLA in 2012 and, currently, the draft charter contains a preamble describing our values, principles based on knowledge and leadership and recognition of landscapes, and the commitments we make to landscapes, and our responsibilities to landscapes. He reported on the next steps, which include approving an action plan, checking in with the Advocacy Task Force, communication to component associations following this meeting, and approving a final draft for signature in the Spring of 2015. To a question by Gordon Kraushaar, Michelle Legault explained that the CLCI would be circulated to the components by the CSLA with the board members and the Jean Landry as the point of contact. The committee is encouraged to emphasize the importance of directed questions on behalf of the components, and that the charter is a living document. Nastaran Moradinejad suggested sharing the presentation with components when the charter is circulated. The final draft of the charter will be approved at the CSLA's March board meeting.</p> <p>Jean Landry then presented the Canadian Landscape Portfolio initiative, which has an objective of contextualizing landscape architecture through images.</p> <p>MOTION 2014-11-11: Moved by Peter Alexander and seconded by Cameron DeLong to endorse the Canadian Landscape Portfolio Initiative project. Motion unanimously approved.</p>



18	<p>Climate Change Professional Statement/Policy for the CSLA</p> <p>Carol Craig presented the climate change discussion document and explained that the CSLA should take on a leadership role to continue the momentum on this issue which was created at the Ottawa Congress. The proposal includes creating a task force, participating in workshops and creating a web presence for the issue, then turning attention to longer-term goals. Peter Briggs suggested tying in a funding request mechanism, such as the northern fund.</p> <p>MOTION 2014-11-12: Moved Margaret Ferguson and seconded by Jean Landry to endorse the actions identified in the climate change discussion document. Motion unanimously approved.</p>
19	<p>Component Advocacy Grant Program</p> <p>MOTION 2014-11-13: Moved by Margaret Ferguson and seconded by Bob Somers to approve the Component Advocacy Grant Program as presented and instruct the Executive Director to circulate the information accordingly. Motion unanimously approved.</p>
20	<p>Gladstone Grow-Op</p> <p>Carol Craig introduced the project proposed by Victoria Taylor, to produce a video on the Gladstone Grow-Op 2015 edition for use as an advocacy tool. Members are unclear on the national application. This was not supported by the OALA. However, they felt that it fit the goals of the LACF. It needs municipal support and come up from local or regional organizations. The relationship with the CSLA's advocacy goals is limited.</p> <p>Arnis Budrevics suggested that the CSLA establish a checklist for items that may meet the criteria for board presentation.</p>
21	<p>Competition Act Guidelines for the CSLA</p> <p>Michelle Legault presented the draft competition act guidelines and reported that this proposed policy was in response to the federal Competition Act and provided guidelines for members in protecting a competitive market while collaborating on association initiatives.</p> <p>MOTION 2014-11-14: Moved by Gordon Kraushaar and seconded by Cameron DeLong to approve the Competition Act Guidelines for the CSLA as presented. Motion unanimously approved.</p>
22	<p>LACES Administrative Committee Representative</p> <p>Michelle Legault reported that Maryanne Mockrycke's tenure on the LACES Administrative Committee had come to an end. She undertook a call to members and Andrew Wilson volunteered to fill the position.</p> <p>Peter Briggs suggested that the LACES reps provide short yearly reports to the board.</p> <p>MOTION 2014-11-15: Moved by Jean Landry and seconded by Trevor Tumach to approve Andrew Wilson's candidacy for the LACES Committee for the next three years. Motion unanimously approved.</p>
23	<p>Budget Review and Approval of 2015 Budget</p> <p>MOTION 2014-11-16: Moved Joanne Moran and seconded by Jean Landry to approve the 2015 CSLA balanced budget as proposed. Motion unanimously approved.</p>



	<p>MOTION 2014-11-17: Moved Cameron DeLong and seconded by Trevor Tumach to re-allocate funds from UNA for special project support, including 5 000\$ to support a trip to Korea for the IFLA representative to promote the 2017 World Congress, 15 000 \$ for the compensation and benefits survey and 10 000\$ for the component advocacy grant program. Motion unanimously approved.</p>
24	<p>Nomination Committee for 2015-2016</p> <p>Peter Briggs reported that the ExCom is working towards leadership transition and seeking a president-elect for 2015. He noted that we are looking for the best possible candidate to carry forward the CSLA's work. Members were asked to suggest qualities of a future president: brave, ability to stay focused on a simple message, proficiency with liaison and good governance skills, bold, vocal, energy and enthusiasm, passionate, savvy, diplomatic, compassionate, influential, commands respect, dynamic and engaging, encompassing.</p>
25	<p>Approval of the Board Manual: November 2014 Version</p> <p>Michelle Legault reminded board members that the board manual requires a yearly update and approval by the board. As such, she noted that the changes in the November 2014 version were on pages 8 (to reflect the change in the categories of membership), and 24 (to reflect the change in how the CSLA pays for board members' travel expenses). Also, remove LAAC from 6.1 and remove acronyms.</p> <p>MOTION 2014-11-18: Moved by Bob Somers and seconded by Joanne Moran to approve the November 2014 Board Manual as modified. Motion unanimously approved.</p>
26	<p>Transfer of 60 acres of the Central Experimental Farm from Agriculture and Agri-Food Canada to the National Capital Commission (NCC)</p> <p>Joanne Moran reported that the CEF is the largest urban working farm in the world. 60 acres of this protected area have been lopped off to expand the Civic Hospital campus. Joanne Moran suggests that we issue correspondence and insist that landscape architects be on the board who will be involved in the conception of the hospital expansion. This is protected land and its use and development should have gone through the proper channels. Michelle Legault also noted that the CSLA was involved in setting up the CEF and ensuring a landscape architect was part of the advisory committee. Correspondence to the federal government saying that designated land should be protected and its development should be approved through formal channels. Michelle Legault noted that this is yet another example of the heavy-handedness of the current federal government, and that an appeal against the development of the land would be of no consequence. However, providing a solution and recommending that a landscape architect be part of the advisory committee in the hospital's development. Landscape architects should be working with the federal government on national historic sites. The letter should express that this came to our attention – it is concerning to us who are stewards of national historic sites – we would highly recommend that you hire landscape architects in the development of this.</p> <p>MOTION 2014-11-19: Moved by Joanne Moran and seconded by Gordon Kraushaar that a draft letter regarding the Civic Hospital Campus expansion on the Central Experimental Farm lands should be put forward for ExCom's approval with Joanne Moran and Jennifer Shepherd as reviewers of the letter. Motion unanimously approved.</p>



27	Salmon Safe Nastaran Moradinejad reported on an initiative by the Pacific Salmon Institute, which is a certification program. Further information is available by e-mail from Michelle Legault.
28	Adjournment The meeting adjourned at 4:18 p.m.