

British Columbia Society of
LANDSCAPE ARCHITECTS

2018 BCSLA ANNUAL GENERAL MEETING

Saturday, May 12, 2018



Image courtesy of Tourism Vancouver/ Barbershop Films

Registration – 2:00 PM to 2:30 PM

AGM – 2:30 PM to 4:30 PM

Parq Grand Ballroom, J.W. Marriott Parq Vancouver
39 Smithe Street, Vancouver, BC

2018 BCSLA ANNUAL GENERAL MEETING PACKAGE

Saturday, May 12, 2018

Parq Grand Ballroom, J.W. Marriott Parq Vancouver, 39 Smithe Street, Vancouver, BC

Registration: 2:00 PM – AGM: 2:30 PM

This package includes:

1. Notice of the 2018 AGM
2. Notice of Special Resolution #1
3. 2018 AGM Agenda
4. 2017 Annual General Meeting Minutes (Draft)
5. Directors and Officers Reports
6. 2018 BCSLA Approved Budget
7. Committee & Sub-Committee Reports
8. Special Resolution #1

BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS (the “Society”)

NOTICE OF THE 2018 ANNUAL GENERAL MEETING OF MEMBERS

TAKE NOTICE THAT THE 2018 ANNUAL GENERAL MEETING of the Society will be held at the Parq Ballroom, JW Marriott Parq Vancouver, 39 Smithe Street, Vancouver, BC on **Saturday, May 12, 2018 at 2:30 pm** for the following purposes:

1. To receive and approve the following:
 - a) Financial statements of the Society for 2017 and
 - b) Reports of the Directors and Committees to the Members for 2017
2. To appoint auditors/accountants for the ensuing year.
3. To transact and to discuss the 2018 Special Resolution #1
 - a) Proposed Landscape Architecture Project IV Funding
4. To elect directors and officers to hold office until the conclusion of the next Annual General Meeting of the Society.
5. Other business, as required.

DATED AT Vancouver, British Columbia, this 10th day of April 2018

BY ORDER OF THE BOARD



Scott Watson
President

BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS (the “Society”)

2018 ANNUAL GENERAL MEETING OF MEMBERS NOTICE OF SPECIAL RESOLUTION #1

TAKE NOTICE THAT THE BCSLA Board of Directors will put forward **ONE Special Resolution** at the 2018 ANNUAL GENERAL MEETING of the Society on **Saturday, May 12, 2018** at the Parq Ballroom, JW Marriott Parq Vancouver, 39 Smithe Street, Vancouver, BC.

Special Resolution #1:

The Special Resolution #1 brought forward:

- a) Proposed Landscape Architecture Project IV Funding

DATED AT Vancouver, British Columbia, this 10th day of April 2018

BY ORDER OF THE BOARD



Scott Watson
President

2018 BCSLA ANNUAL GENERAL MEETING AGENDA

Saturday, May 12, 2018 – Parq Grand Ballroom
J.W. Marriott Parq Vancouver, 39 Smithe Street, Vancouver, BC

Registration: 2:00 pm – AGM: 2:30 pm

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|-----|---|---------|
| 1) | Welcome and Introductions, Scott Watson/Eli Mina | 2:30 pm |
| 2) | Declaration of a Quorum, Mark Vaughan | 2:40 pm |
| 3) | Approval of the Agenda, Scott Watson | 2:50 pm |
| 4) | Adoption of the Draft 2017 AGM Minutes, Scott Watson | 2:55 pm |
| 5) | Officers Reports* | 3:00 pm |
| | a. President's Report, Scott Watson | |
| | b. Registrar's Report, Mark Vaughan | |
| | c. Treasurer's Report, Cynthia Hildebrand | |
| | i. 2017 Audit, Mahmoud Virani | |
| | ii. Appointment of Auditors | |
| | iii. 2018 Approved Budget | |
| 6) | Directors Reports* | 3:20 pm |
| 7) | Committee Reports* | 3:30 pm |
| 8) | Special Resolution #1 | 3:50 pm |
| | a. Proposed Landscape Architecture Project IV Funding | |
| 9) | Nominations Committee | 4:00 pm |
| | a. President Elect (three-year term) | |
| | b. Registrar (two-year term) | |
| | c. Treasurer (two-year term) | |
| | d. CSLA Representative (two-year term) | |
| | e. Directors (2 positions – two- year term) | |
| | f. Director – BC Interior Chapter (two-year term) | |
| 10) | New Business | 4:30 pm |
| 11) | Adjournment | 4:45 pm |

**Written Reports are included in this package. Please review the reports prior to the meeting as oral reports will be brief due to time constraints. Questions and comments are welcome.*

British Columbia Society of Landscape Architects 2017 Annual General Meeting Minutes

The British Columbia Society of Landscape Architects 2017 Annual General Meeting was held at 2:30 pm on April 1, 2017 at the Okanagan Ballroom, Delta Grand Okanagan Resort, 1310 Water Street, Kelowna, BC.

1) Welcome & Introductions, Al Neufeld, President: Al introduced himself and thanked Members and Associates for their attendance and reminded everyone to sign in. He reported that eligible Members would receive a voting card once they had signed in. Al introduced Eli Mina, Msc, PRP, the Registered Parliamentarian who would facilitate the meeting. He introduced Mahmoud Virani, the principal of the firm that conducted the annual audit and noted that Mahmoud would answer questions related to the audit. The BCSLA Board of Directors introduced themselves.

2) Declaration of a Quorum: Mark Vaughan: Mark reported that in compliance with BCSLA Bylaws, the 2017 AGM Notice, Director and Committee Reports and all other documents were circulated by mail and email on February 24, 2017, more than four weeks in advance of the meeting. The documents were also published on the website. Copies of the 2016 audited financial statements and the 2017 AGM package were available at the door.

There were 430 eligible voting Members including: 333 Registered Landscape Architects, 12 Landscape Architect Members, 65 Inactive Members and 20 Retired Members. BCSLA Bylaws require that a quorum of twenty (20) voting Members be present, and the quorum requirement was met as there were 50 voting Members in attendance at the meeting. Nine BCSLA Interns were also in attendance.

Al recognized the CSLA Fellows, BCSLA Life Members and BCSLA Past Presidents who were in attendance. He called for a Moment of Silence in memory of David Mitchell, LMBCSLA #077, LMBCSLA, FCSLA, who passed away in September 2016.

Eli Mina explained the main rules for the meeting.

3) Approval of the Agenda, Al Neufeld: The Agenda was reviewed.

MOTION #1: It was moved and seconded that the 2017 AGM Agenda be adopted as circulated.

CARRIED

4) Adoption of Draft 2016 AGM Minutes, Al Neufeld: The 2016 Minutes were reviewed.

MOTION #2: It was moved and seconded that the Minutes of the 2016 AGM be approved as circulated.

CARRIED

5) Officers Reports, Al Neufeld: The Officers had provided written reports that were included in the AGM package. Questions were invited from the floor.

- a. **President's Report, Al Neufeld:** Al reported that the BCSLA Five-Year Strategic Planning process had begun with the guidance of a facilitator. BCSLA Members and Associates would be invited to provide input via a survey that would be circulated shortly after the 2017 AGM. The survey will assist in defining tasks and developing priorities. Feedback on the draft Vision Statement will be invited. Copies of the draft documents were placed on each table prior to the AGM and will be available online.

It was reported that the Recommended Fee Guide was launched earlier in the year. Several minor revisions were made at the suggestion of BCSLA Members. Al thanked the volunteers for their dedication to the project. Copies were placed on each table prior to the AGM and were available online.

- b. **Registrar's Report, Mark Vaughan:** There were no questions for the Registrar

Treasurer's Report, Cynthia Hildebrand: Cynthia reported that the 2017 budget was prudent due to the global economic climate. Most 2016 revenue and expense items were on target. The audit showed a profit as a result of the 2016 Showcase at the Conference and cautious expenditures of funds. Term Deposits are being amalgamated to match the deposits on the advice of the auditor. A cheque for 2017 CSLA Dues and fees in the amount of \$58,545 was submitted to the CSLA. Questions were invited from the floor. In 2016 the Board approved a maximum expenditure of \$16,000 to support the costs of the Five-Year Strategic Planning process. The plan will include a review of future spending priorities, the Building Fund and program development.

It was reported that the Canadian Landscape Standard succeeded the 2012 BC Landscape Standard as the accepted document. The Board of Directors worked with the BC Landscape and Nursery Association and Mahmoud Virani to reconcile the final sales and joint trust account. There were eighty copies of the 2012 BC Landscape Standard in the BCSLA inventory which were donated by the BCSLA to post-secondary learning institutions for use by students. The cost of printing was written off by the BCSLA. BCSLA and BCLNA will be

British Columbia Society of Landscape Architects 2017 Annual General Meeting Minutes

provided with a royalty of 12.5% by the CSLA and the CNLA until 2026. The royalty will offset the write-off of the copies of the Standard that were donated to the student programs.

- i) **2016 Audit:** The 2016 audit was reviewed in detail and questions were invited from the floor. Discussion followed on revenue and expense items.

MOTION #3: It was moved and seconded to adopt the financial statements as circulated

CARRIED

- ii) **Appointment of the Auditors:**

MOTION #4: It was moved and seconded that Mahmoud Virani Inc. be appointed as the BCSLA auditor for 2017.

CARRIED

Cynthia thanked Mahmoud and his staff for their work on behalf of the BCSLA.

- iii) **2017 Budget:** It was reported that the 2017 Budget was approved by the BCSLA Board of Directors and questions were invited. Eli noted that questions regarding specific line items should be directed to the BCSLA Board volunteers following the AGM due to tight time constraints.

MOTION #5: It was moved and seconded to adopt the Officers Reports as presented.

CARRIED

6) Directors Reports, Al Neufeld: Al noted that written reports were included in the AGM package and invited questions from the floor. There were no questions.

MOTION #6: It was moved and seconded to adopt the Directors Reports as presented.

CARRIED

7) Committee Reports, Al Neufeld: Al noted that written reports were included in the AGM package. He extended a special thank you to Jay Lazzarin for his tireless work on the BCSLA Insurance Sub-Committee. Jay recently stepped down and it was noted that BCSLA appreciated his dedication. The call for his successor will be circulated by the Nominations Committee.

- a. **BCSLA 2017-2018-2019 Continuing Education Policy (adopted), Kathy Dunster:** The updated Continuing Education (CE) Policy and non-compliance fines and penalties were reviewed in detail. Kathy reported that the 101 Free or Low Cost Ways to Get BCSLA CE Credits would be updated in 2017. As the 2014-2015-2016 had concluded audits will be conducted soon.

MOTION #7: It was moved and seconded to adopt the Committee Reports as presented.

CARRIED

8) Special Resolution #1, Al Neufeld: Notice of Special Resolution #1 was circulated by mail and email. It was also posted to the BCSLA website on February 24, 2017, more than four weeks in advance of the 2017 AGM. The complete Special Resolution #1 was included in the AGM package. In accordance with BCSLA Bylaw 3.26, Special Resolutions require a majority of 75% to pass.

Special Resolution #1: Proposed BCSLA Bylaw Amendment: Regional Representation

Background: At the request of the BC Interior Chapter and the Vancouver Island Chapter Al Neufeld, Scott Watson, Mark Vaughan and Tara Culham met with Eli Mina, Registered Parliamentarian. Eli outlined the risks and rewards of incorporating regional representation in to the BCSLA Bylaws and answered questions about implementation. In future if additional regions request representation on the Board of Directors the Bylaws can be reviewed at that time. In the unlikely event that there are no volunteers who come forward from a region, a volunteer from another region may be elected to represent that region. It was noted that all Bylaw Amendments require a vote by BCSLA Members via Special Resolution.

If adopted, the amended Bylaw would not take effect until the proposed Special Resolution #1 is filed and accepted by the BC Registrar of Companies following the 2017 AGM. At the January 24, 2017 BCSLA Board of Directors meeting, after careful consideration, the BCSLA Board of Directors approved a Motion to propose an amendment to the Bylaws.

Special Resolution #1:

That the BCSLA Bylaw 3.27 (b) be amended to designate regional representation by including a) one voting Director to represent the BC Interior and b) one voting Director to represent Vancouver Island.

RESOLVED

Al noted that the BCSLA Board looked forward to working on behalf of the profession in all regions of the province.

British Columbia Society of Landscape Architects 2017 Annual General Meeting Minutes

9) Election, Election of Officers, Al Neufeld: It was reported that President-Elect Scott Watson would assume the role of President, and Al would become Past President. Cynthia Hildebrand had one-year remaining in her term as Treasurer. Mark Vaughan had one year remaining in his term as Registrar. Jacqueline Lowe stepped down as Past President after being appointed earlier in the year to succeed Judith Reeve who stepped down for personal reasons. Jacqueline was thanked for her dedication in many roles on the BCSLA Board and Committees.

The following non-voting positions were appointed by the BCSLA Board of Directors: Susan Herrington UBC Representative, Emily Hamilton, BCSLA Intern and Associate Representative and Genevieve Depelteau, Student Representative. Susan and Emily will continue in their positions. Genevieve will be succeeded by a nominee put forward the UBC SALA Students Association later this year.

Nastaran was elected as the CSLA President-Elect at the March 30, 2017 CSLA AGM. As such, she stepped down from the BCSLA Board of Directors as the CSLA Representative. The Members extended their congratulations to Nastaran and thanked her for her service. She will remain on the BCSLA CE Committee. There was one year left in her term as the BCSLA Representative to the CSLA. The position was open for nominations. Al invited Eli to facilitate the elections.

- a. CSLA Representative: Kathy Dunster allowed her name to stand for a one-year term as the CSLA Representative. Nominations were invited from the floor. There were no further nominations. Kathy Dunster was elected by acclamation to the position of CSLA Representative and addressed the audience.
- b. President Elect: Stephen Vincent allowed his name to stand as President Elect. Nominations were invited from the floor. There were no further nominations. Stephen Vincent was elected by acclamation to the position of President Elect and addressed the audience.
- c. Directors: Robert Fershau, Alexandre Man-Bourdon and Miriam Plishka had one year remaining in their terms as Directors. Illarion Gallant had completed a one-year term on the Board. Debra Barnes and Bob Lilly had completed a two-year term on the Board. Bob stepped down. Directors were thanked for the service to the Society and the Members.

There were three vacancies for BCSLA Director. Debra Barnes, Illarion Gallant Jordan McAuley and Dorsai Sharif allowed their names to stand for a two-year term. Al invited nominations from the floor. As there were no further nominations an election was held. Al introduced the scrutineers and demonstrated that the ballot box was empty.

Each candidate was asked to provide background information and indicate why they wanted to serve as a BCSLA Director. Al read a note from Dorsai Sharif as she could not be present at the meeting.

Eli reported that a total of 50 votes were cast. The vote was:

- (i) Illarion Gallant – 43 votes – Elected for a two-year term
- (ii) Debra Barnes – 40 votes – Elected for a two-year term
- (iii) Jordan McAuley – 39 votes - Elected for a two-year term
- (iv) Dorsai Sharif – 22 votes – not elected

Al thanked all candidates who allowed their name to stand. He also thanked the volunteers for their assistance with the election. Al congratulated all the Directors. He thanked Eli Mina for his advice and guidance.

MOTION #8: It was moved and seconded to destroy the ballots.

CARRIED

Al invited Scott to receive the BCSLA Talking Stick and Stephen assumed the Chair. He thanked the Board of Directors and to the Members for their confidence in him and noted that he would work hard on behalf of all BCSLA Members and Associates.

10) New Business, Scott Watson: Scott invited new business.

11) Adjournment, Scott Watson: There being no new business, Scott thanked everyone for attending and encouraged Members and Associates to be involved as a BCSLA volunteer.

MOTION #9: It was moved and seconded to adjourn the 2017 Annual General Meeting of the BC Society of Landscape Architects.

CARRIED

The meeting adjourned at 4:30 pm

British Columbia Society of Landscape Architects 2018 Annual General Meeting Report

PRESIDENT'S REPORT

The British Columbia Society of Landscape Architects (BCSLA) is a volunteer based organization with the support of a small but dedicated number of staff. Serving this past term as your President and Chief Executive Officer of the Society was an honour and privilege.

Still reeling from the successes of the previous President, Al Neufeld, this term carried along at an astonishing pace. Witnessing the involvement of the younger, millennial generation in the running of the Society's business is a result of the Strategic Plan that Al was instrumental in implementing. As we begin the next phase of the Strategic Plan it is good to know that with the younger member's involvement now there will be continuity in the plan implementation.

The 2017 Annual Conference & AGM that was held in Kelowna was the first time in recent history that this event was held outside of the Lower Mainland, Victoria, or Whistler. Although attendance was slightly down from what was projected, revenue was steady from sponsorships and tradeshow participants, and in the end a modest profit was made.

The Annual Fellows and Volunteer Appreciation event was held at the Gazebo Gardens in the Coast Plaza Hotel on a sunny June Day. Fellows, Associates, Allied professionals, guests and volunteer members were in attendance.

On July 1st, the Agreement on Internal Trade (AIT) became the Canadian Free Trade Agreement (CFTA). The Labour Mobility Provisions (Chapter 7) changed slightly, but did not impact landscape architecture in BC. As with the AIT, Chapter 7 still permits regulatory authorities to impose requirements.

After a number of years, going back to the eighties since the last time the BCSLA was represented at the Union of BC Municipalities Conference, the Society put together a booth that showcased the BCSLA to 2,000 decision makers from municipalities from across the Province. Many contacts were made with councillors and local representatives from regional governments. The 2018 UBCM does not contain a showcase so the next opportunity to present our profession to elected members will be 10 months after the newly elected officials take office, just enough time for them to get comfortable.

As autumn crept into the country side the number of conferences and events increased as the days got shorter. Cities Alive held their 15th Annual Green Roof and Wall Conference in Seattle and BCSLA served as an Association Partner. Seeing a large contingent of BCSLA members in attendance and presenting at this international conference confirms how respected it is to be a BCSLA member.

Mid-October, the Directors held their annual Regional Meeting in Nanaimo. The local members and staff put on a great event. Getting out and engaging with members Friday evening after the Board of Directors Meeting concluded provided plenty of time to socialize and gossip. The following day a talented list of speakers and presenters was put together providing a day of continuing education credits. Habitat Systems sponsored the programming. The next day I flew out to Montreal to attend the World Design Summit. As a delegate of the World Congress (Design Section – World Design Summit), I was opened up to 3,500 industry professionals, 500 expert speakers, 100 provocative topics, 25 luminary keynotes, 6 leading design disciplines all in one place. Designers, architects, planners and landscape architects are gathering for the first time under one roof to share perspectives, foster collaboration and cross-pollinate innovative ideas. While in Montreal the CSLA Component Round Table was held, which included discussions regarding the: CSLA Strategic Plan, a national invasive species initiative, 3rd Canadian Landscape Portfolio, Canadian Landscape Standard updates, CSLA membership categories, reciprocity, OALA pursuit of a practice act, climate change initiatives, and updates by ASLA and CLARB.

Taking part in the Vancouver Island Chapter's day of learning that was partnered by Murdoch de Greeff Inc. Landscape Architects, Rusnak Gallant Ltd. and several generous sponsors, I was a participant which allowed for me to be in the back and out of sight watching what a great job our volunteers do in bring opportunities like this event, The Value of Urban Green Space together, between staff and volunteers great job.

In August Premier John Horgan along with Attorney General David Eby, announced that British Columbia would re-establish the B.C. Human Rights Commission to address inequality and discrimination. BCSLA was one of several organizations the was invited to submit a written submission for consideration. Thank you to Debra Barnes, Susan Herrington and Miriam Plishka for working on this project. Submissions are available online at <http://engage.gov.bc.ca/govtogetherbc/impact/b-c-human-rights-commission-results/>.

There were several BCSLA Festive Season Parties in BC. Members and Associates came together in Kelowna, Kamloops, the Lower Mainland, Nanaimo, Victoria, and Whistler. Thanks to all of the volunteers who organized these networking events. Thanks to Symmetry Lighting and Suttle Recreation Inc. for generously supporting the Lower Mainland event.

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PRESIDENT'S REPORT

LACF - The Landscape Architecture Canada Foundation (LACF) was established in 1988 by senior members of the Canadian Society of Landscape Architects as a charitable organization. Since its creation, LACF has raised funds to support research, communication and scholarship activities and has awarded over 100 grants and scholarships to projects and people that reflect the core values of the profession of landscape architecture. BCSLA transferred the administration of the Robillard Scholarship to LACF in December 2017.

UBC SALA is currently undergoing an accreditation review and along with a number of practicing members we met with the accreditation team to ensure that the students coming out of UBC were ready to start their careers in landscape architecture upon graduation.

March meeting with the Minister of Advance Education discussing Board of Examiner appointments, Society wants and needs, our direction and what I would define as a main interest is indigenous interests. A question that was put forward was do we track member's race, and after some discussion it was agreed that it may never had come up as there was no reason to track it before. With the BCSLA within this Minister's portfolio we should consider this.

As we go to press, the Bylaws and Standards Committee has begun the task of reviewing the bylaws. The first initial review has been completed and a more thorough review will begin shortly and then any proposed changes will be forwarded for a legal review and then brought to the members.

The remainder of 2018 looks like it is going to keep the same pace as 2016 & 2017 so I encourage anyone who is looking to engage in some exciting work to get involved with volunteering with the BCSLA. There are a number of committees and task forces that are in need of members. It is to say, without a doubt, that the great year that I have had as President was made possible by having a dedicated Board of Directors, volunteers at the special events, our office staff, Stephanie and, of course, Tara. I will be passing on the presidency to Stephen Vincent, your next President, at today's AGM.

Thank you and respectfully submitted,

Scott Watson



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PAST PRESIDENT'S REPORT

Five-Year Strategic Plan

The Strategic Plan was developed in consultation with BCSLA Members and Associates to provide direction on vision, strategic imperatives and key initiatives. The Board of Directors embarked on a Strategic Planning Process in the spring of 2016 in consultation with a professional facilitator. A number of foundational documents produced by initiatives of previous Boards were reviewed and a direction established to assist in drafting a Strategic Plan for review by BCSLA Members and Associates via an online survey. The BCSLA Board of Directors carefully reviewed the input and incorporated suggestions into the Strategic Plan. In September 2017 the Board of Directors adopted the Strategic Plan and it was published to the BCSLA website.

The Five-Year Strategic plan for 2017-2019 focusses on building and strengthening our connections with five key constituencies: Members; Allied professionals; Governments; Public and Research/Educators. In 2017 the focus was on connections with Members and Governments. In 2018 the focus is on all five key constituencies. Additional Strategic Imperatives that were developed during the workshops are contained in a separate document. Thank you to everyone who provided input to the preparation of this plan and ongoing participation in key initiatives

Board of Examiners

The BCSLA Board of Examiners consists of the BCSLA President, the BCSLA Past President, and four or more persons appointed by the Lieutenant Governor in Council for British Columbia. The Board of Examiners is empowered by the Architects (Landscape) Act RSBC 1996, Chapter 18, S8 in order to uphold public health, safety and welfare as it relates to the professional practice of landscape architecture in British Columbia. The role of the Board of Examiners is to set and administer the examinations necessary for the registration of Members in the Society and to review the applicant's qualifications and to determine acceptability. The 2017 Board of Examiners was comprised of: Al Neufeld, Past President and Chair; Scott Watson, President, Elizabeth Cunnin, nominated by Kwantlen Polytechnic University; Bill Pechet, the School of Architecture and Landscape Architecture of the University of British Columbia; Daniel Roehr, nominated by the head of Landscape Architecture program of the University of British Columbia; and Michael Nassichuk, a person chosen to represent the public interest in the development and maintenance of proper standards of professional practice in landscape architecture in British Columbia.

The Registrar is not a member of the Board of Examiners however does observe and provide support to the Board of Examiners during their deliberations, without participating directly in decisions of examination recommendations. The process has been refined to allow transparency and to adhere to our Bylaws and Act

Two Examiner appointments expired on October 31, 2017. The BCSLA submitted our nominations for appointments to the provincial government in March 2017 but the confirmation of appointments has been delayed due to the change in the government as a result of the provincial election in 2017. Future examinations cannot be scheduled until our nominations to the Board of Examiners can be confirmed by an Order in Council. We are hopeful that we will have our appointments confirmed when the BC legislature is in session from April 9 to 26, 2018. Michael Nassichuk and Daniel Roehr will complete their terms on October 31, 2018 and the positions will be open for nomination.

Thank you to the Board of Examiners appointees, Past Presidents and the Registrar for their efforts over the past year. I also wish to thank Thomas Llewellyn, Patrick Mooney, Damon Oriente, Andrew Robertson and Stephen Vincent for providing assistance to the Board last year.

Respectfully Submitted:
Al Neufeld, BCSLA Past President
March 2018



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REGISTRAR'S REPORT

BCSLA Members, Associates and Affiliates

Membership continues to grow steadily in 2017 and 2018. BCSLA professional stamps #579 to #595 were issued in 2017. BCSLA stamps were not issued to Landscape Architect Members

Membership (as of April 3, 2017)

Registered Landscape Architect	344 (includes 12 Life Members)
Inactive Landscape Architect	64
Retired Landscape Architect	22 (includes 2 Life Members)
Landscape Architect	13
Intern	157
Associate	20
Students	23
Affiliate	50
TOTAL	693

Delinquent Dues and Continuing Education

As defined in our Bylaw 2.45, Members who fail to pay dues within 60 days of notification shall cease to be a member of the Society. All dues are invoiced on November 30 and are payable by December 31 of the same year. At press time two individuals were declared not in good standing and their names were stricken from the Roster for non-payment of professional dues.

On January 1, 2018 two individuals were removed from the BCSLA roster for CE non-compliance. Several Members and Interns were issued fines and brought their CE to current. The vast majority of our Members and Interns maintain compliance with our CE requirements, maintain their membership in good standing and we appreciate those Members who submit their information and fulfill continuing education obligations on time. We owe a great deal of thanks to those who volunteer their time and expertise to manage and maintain this important program.

Good Standing Review

Volunteers contacted several allied organizations to research process utilized when members are deemed to be not in good standing. It was determined that in the interest of protecting the public that names are published across various formats. BCSLA will publish the names of individuals who allow themselves to become not in good standing to the BCSLA the Friday File. The webmaster is developing a function for website visitors to search for Members and Associates on the website. The names of individuals not in good standing will not appear on the website or in the search.

Council of Landscape Architectural Registration Boards (CLARB)

The Registrar and the Executive Director represent the BCSLA at CLARB meetings that are held via teleconference, online, and once a year in person. CLARB also organizes several online opportunities for Member Board Members and Member Board Executives to share information and experiences.

Landscape Architectural Registration Exams (LARE)

The LARE is a four-part fully computerized examination designed to determine whether applicants for landscape architectural licensure possess sufficient knowledge, skills and abilities to provide landscape architectural services without endangering the health, safety and welfare of the public. It is prepared and scored by Council of Landscape Architectural Registration Boards (CLARB) in accordance with all current standards for fairness and quality of licensure exams.

BCSLA has been continuing discussions with CLARB representatives about the exam costs as a result of the weak Canadian dollar. The costs of the LARE development and administration are fixed per candidate. This means that CLARB pays the contractor in US dollars and they collect in US dollars. As the LARE is offered across North America CLARB cannot offer a discount to Canadian candidates only. The BCSLA has requested that CLARB use a candidate pre-approval list in BC as there are only three test centres in BC. This ensures that all candidates are BCSLA Interns and that those Interns have the widest choice of examination administration times. Non-BCSLA Interns will not take up valuable spots that may have been used by BCSLA Interns.

LARE Resources

CLARB has provided sample questions to help LARE candidates prepare for the exams to the BCSLA. These are the same samples that are available on the ASLA website for ASLA Members. These were created to provide a sample of what candidates will experience when they take the LARE. Download the questions for free at www.bcsla.org.

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LARE Pass Rates 2014 to 2017

BCSLA	Section 1	Section 2	Section 3	Section 4
December 2017	55%	88%	78%	80%
August 2017	60%	57%	50%	33%
April 2017	100%	67%	100%	63%
December 2016	80%	89%	100%	67%
August 2016	71%	100%	100%	67%
April 2016	55%	50%	75%	64%
December 2015	80%	67%	86%	62%
August 2015	86%	80%	78%	80%
April 2015	88%	100%	82%	67%
December 2014	90%	63%	67%	75%
August 2014	50%	56%	67%	50%
April 2014	82%	50%	80%	31%

LARE Pass Rates 2014 to 2017

International	Section 1	Section 2	Section 3	Section 4
December 2017	72%	72%	71%	70%
August 2017	72%	72%	70%	69%
April 2017	73%	74%	70%	63%
December 2016	71%	75%	74%	66%
August 2016	70%	77%	79%	64%
April 2016	72%	72%	72%	61%
December 2015	76%	74%	72%	63%
August 2015	72%	73%	73%	67%
April 2015	78%	71%	76%	56%
December 2014	74%	71%	72%	54%
August 2014	61%	71%	70%	59%
April 2014	74%	68%	78%	62%

BCSLA Website

The BCSLA website is a Drupal/CiviCRM based system. The online database is a powerful tool that is administered by staff with the guidance of the BCSLA Board of Directors and a professional webmaster. The database has the ability to: monitor CE credits, assist BCSLA Interns in tracking their work experience and progress through the LARE, update contact information and membership status, link firms and services offered, online event registration, and more. In 2017 the database was updated to link BCSLA Interns and their Qualified Mentors to facilitate the Mentoring Program. The system may be used for 2019 professional fee renewals upon resolving financial reporting options. Volunteers are reviewing the costs and logistics to update the websites to be "Mobile Friendly" as defined in the BCSLA Five-Year Strategic Plan.

Digital Stamp

Several BCSLA Member reported they were asked by municipalities to provide a digital stamp. The BCSLA Registrar and the office staff have created a digital file for Members in Good Standing on request. BCSLA Bylaws 2.4 through 2.8 that refer to Use of Stamp will apply. A letter will be sent to all municipalities advising them to search the BCSLA website to determine if the digital stamp image has been sealed by a BCSLA Registered Landscape Architect in good standing.

Labour Mobility Provisions (Chapter 7) in the new Canadian Free Trade Agreement

Since coming into force in 2009 Chapter 7 of the AIT has been a key instrument to facilitate labour mobility across Canada. Chapter 7 (the Labour Mobility Chapter) established that a worker certified for a regulated occupation in one province or territory should be certified for that occupation in any other province or territory without any requirement for material additional training, experience, examinations or assessments. Chapter 7 of CFTA retains protections of legitimate objectives for provinces and territories. These legitimate objectives include public security, consumer protection, and protection of health, among others. In July 2017 CFTA made

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REGISTRAR'S REPORT (cont.)

minimal changes to the Labour Mobility Chapter but most substantive change pertains to language exemptions to reflect the official language requirements in Nunavut and the Northwest Territories. Further information on labour mobility can also be found at www.workersmobility.ca.

Complaints

In 2017 we received several complaints regarding misuse of title. The BCSLA aggressively monitors the use of title in this Province and does inform these individuals of the conditions of the Architects (Landscape) Act. We request that individuals or firms who use the name in error cease and desist using the title and to revise all promotional material that imply the individual was a landscape architect or that a landscape architect was on staff. Thank you to Members for keeping the Society informed when they learn of misuse of title.

In Memoriam

Casey Mahan

February 12, 1966 – November 15, 2017

Casey Mahan passed away after a courageous battle with cancer on November 15, 2017 at the age of 51 years. Casey was born in Winnipeg, Manitoba but grew up in Sherwood Park, AB. Casey was a successful entrepreneur and truly was a trailblazer. His vision, integrity, kindness and leadership made him highly respected among his business peers. Casey was the founder and driving force behind Ion Irrigation Management Inc. a BCSLA Affiliate.

Respectfully Submitted By:
Mark Vaughan, Registrar
April 2018



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TREASURER'S REPORT

BCSLA revenue and expenses were very close to being on budget for 2017, with some expenditure slightly higher or lower than anticipated. The unaudited 2017 year-end financial reports show a small surplus. At the time this report was being prepared, the annual audit process had not been completed. The audited financial statements will be circulated at the AGM. Please note that some of the financial figures differ slightly from the 2018 approved budget, as revenue and expenses, such as the Sitelines revenue, will be adjusted by the auditor in accordance with standard accounting practices.

2017 Revenue

The revenue from Member dues was very close to the 2017 budget forecast as the Membership numbers remained steady. The BCSLA annual conference returned a profit, however the numbers were lower than projected due to both the location and the weather restricting travel for some members.

2017 Expenses

Most of the 2017 budget line items were within their budget allocations. BCSLA granted several requests for funding support including the UBC Garden Designers Lecture Series, regional chapter events and more. BCSLA continues to support emerging professionals through, a Student Outreach Program, the UBC Book Program and more.

In 2017 the BCSLA Robillard Scholarship in the amount of \$1,000 was awarded to Erin Boa-Brown. Tasha Sangha was the recipient of the John Wesley Neill Scholarship in the amount of \$1,000 for the 2017 term. BCSLA is investigating the costs and logistics to re-establish the medal that was previously awarded with this scholarship. The Philip Tattersfield Essay Writing Scholarship for \$1,000 was awarded to Brendan Buchanan Dee.

Robillard Scholarship

At the December 2017 BCSLA Board of Directors meeting, the Board voted to transition the Raoul Robillard Scholarship funds to the Landscape Architecture Canada Foundation (LACF) in order to capitalize on a higher interest rate, on the condition that \$1,000 be withdrawn annually by BCSLA in support of the BCSLA Raoul Robillard Scholarship. The dedicated term deposit did not earn enough interest to fund the Scholarship so the scholarship had been funded from the general account.

Emergency Fund

BCSLA continues to annually invest funds in the Emergency Fund Term. As of February 28, 2018 there was \$143,472 in the dedicated term deposit. Standard Accounting Practices recommend that approximately 30% of the budget be set aside for use in emergencies. This would cover the costs of relocating the office and contents due to fire, theft and other day-to-day operational costs. The fund is not available to cover shortfalls.

Building Fund

At the 2000 AGM the membership approved the purchase of strata titled office. The Office Space Sub-Committee was tasked with developing the business plan, identifying potential office space locations and making recommendations to the Board of Directors. Upon identifying a suitable property volunteers and staff met with the bank manager with the goal of determining what financing the BCSLA could acquire for an office purchase. A preliminary assessment indicated that the BCSLA was not able to proceed with the purchase of strata titled office. The 2011 Strategic Initiatives Survey indicated that less than 4% of the Members supported the purchase of strata titled office space. In the current real estate market the BCSLA budget does not accommodate an office purchase. The current office lease expires in November 2020.

Over time the funds were invested in dedicated term deposits. Today the Building Fund is \$60,791.64. Prior to the August 2019 maturity date, volunteers will be identified to develop recommendations on how to proceed with the funds following the Five-Year Strategic Plan. The recommendations will be presented to the Membership as a Special Resolution in the future.

BCSLA Office Staff

In accordance with the goals of the Five-Year Strategic Plan the Board of Directors was able to increase the remuneration for the Executive Director to standards acceptable as laid out within both the Canadian Society of Association Executives 2016/2017 Benefits and Compensation Report, and the 2017 Compensation and Operations Report of Association Executives Employed in British Columbia. Future salary reviews will adhere to Metro Vancouver Salary increases.

The Board also successfully brought the Member Services Coordinator compensation up to the Living Wage for Family Campaign standards for Metro Vancouver. The living wage is a bare-bones calculation that looks at the amount that a family of four needs to earn to meet their expenses. The living wage includes costs like rent and groceries as well as items like extended health care and two weeks savings for each adult. It does not include debt repayment or savings for future plans.

BCSLA/ISCBC Grant

The BCSLA and the Invasive Species Council of BC began working on the Land Use and Real Estate Education (LUREE) Program that was supported by the Real Estate Foundation of BC grant in the amount of \$70,000. There were many other supporters that helped us launch this project. An expert advisory group was formed consisting of representation from REIBC, BCSLA, realtors, local government,

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BCREA, landscape architects, and PAMA (Professional Association of Managing Agents). Launching and promotion of the e-learning course will take place to a wide audience and will include workshops and webinars. The revision of the Invasive Species Toolkit is underway. Development of additional program resources is in progress. Once all program resources have been developed they will be made fully accessible and downloadable online. ISCBC will work on most of the logistics and will provide additional human and financial resources. BCSLA will provide human resources but no finances. A bank account has been opened to track revenue and expenses.

2018 Budget

In accordance with our Bylaws, the BCSLA Board of Directors approved the budget that is included in the AGM package. The Board continues to take a thoughtful approach to the budget forecasting procedures and this is reflected in the 2018 budget. The Board will proceed with initiatives, as defined by the Five-Year Strategic Plan. The Plan focuses on building and strengthening our connections with five key constituencies: Members; Allied professionals; Governments; Public and Research/Educators. In 2017, the focus was on connections with Members and Governments. In 2018, the focus is on all five key constituencies.

The 2018 budget shows a balanced budget of revenue and expenses. Expenditures are either the same as 2017 or adjusted as required based on our experience in 2017. Increased funds have been allocated to the Interior Chapter budget as the Board of Directors has plans to hold the regional meeting in Kelowna in 2018. We continue to receive generous support from our conference program sponsors and the Showcase of Products and Services. The Showcase of Products and Services remains the largest source of revenue outside of dues.

At the time of the October 2017 Board of Directors meeting, the Bank of Canada had established the Consumer Price Index as 1.4% (see <http://www.bank-banque-canada.ca/en/index.html>). The Board approved a Motion to increase the BCSLA portion of the 2018 professional fees by 1.5%. CSLA Member fees remained at \$175. The CSLA increased the Intern fees to \$20 from \$16. BCSLA Associates have also been assessed \$20 CSLA fees. They had not been assessed those fees in the past. In 2018 the CSLA dues and fees in the amount of \$71,295 was submitted to the CSLA on behalf of Members and BCSLA Interns. BCSLA Student fees remain at \$0.00. The results of a review of professional fees in other jurisdiction are available at www.bcsla.org.

Investments

Arrangements were made for volunteers and staff to discuss investment opportunities with VanCity Credit Union financial advisors. VanCity cancelled the appointment as the advisors were unavailable. Once a new BCSLA Treasurer has been elected the meeting will be re-scheduled.

Special Resolution #1

The BCSLA Board of Directors has put forward a Special Resolution for your consideration to allocate \$6,100 in funding from the Landscape Architecture Program Special Levy account (see attached BCSLA 2018 AGM Special Resolution #1) for 2018-2020 for complete details.

Accounting Suggestion

In respect to the members who have requested that BCSLA revise the budget reporting process and provide a more detailed and easier to follow report the BCSLA consulted with our auditor Mahmoud Virani and bookkeeper Ivana Andrews. We were advised that BCSLA budget is an internal document that the auditor and bookkeeper do not develop. While Mahmoud agreed that re-formatting the budget was possible; he noted that the process would require additional work by staff and contractors as:

- a) A thorough review of the budget allocation line items would have to be undertaken by the Board of Directors as the proposed revisions received from a Member did not match the Committee structure.
- b) A new BCSLA Chart of Accounts would have to be developed using the recommendations by the Board of Directors following the review.
- c) Should the budget allocations and Chart of Accounts be revised the income statements would be difficult to compare during the transition period of approximately two years.

For the purpose of this report and the 2018 Approved Budget, graphics have been included to assist members in better understanding the revenue and expenses. The BCSLA Board of Directors will continue to be accountable with the funds provided by the Membership and other initiatives. Thanks to the decisions of previous Boards and the Membership, the BCSLA has the financial capacity to continue with projects that will benefit the Society and the profession without undue financial strain. The Board welcomes new initiatives from the Membership that will continue this growth.



Thank you to the BCSLA Members for having the confidence in me to serve as the BCSLA Treasurer for the past four years. I thoroughly enjoyed the experience but it is time to step away. Additionally, a big thank you to Mahmoud Virani and Ivana Andrews for their guidance and work on behalf of the BCSLA. Last, but certainly not least, thanks to the Treasurers who preceded me as they kept the Society on track and on budget.

Respectfully Submitted By:
Cynthia Hildebrand, Treasurer
March 2018

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APPROVED 2018 BCSLA BUDGET

2018 'BCSLA Budget Forecast (Draft-Unaudited) Approved 04-06-2018

REVENUE	2018 Forecast	Actual 01/01/17 to 12/31/17	Budget 01/01/17 to 12/31/17
Membership Registered	273,000.00	270,038.86	266,000.00
Membership Non-Registered	10,000.00	9,888.00	9,000.00
Membership Intern	32,000.00	28,610.35	28,000.00
Membership: Associate	3,200.00	3,173.35	3,800.00
Membership Inactive	8,000.00	8,004.82	7,000.00
Membership Retired	1,500.00	1,344.00	1,000.00
Membership Affiliate	14,000.00	14,182.65	13,600.00
Membership Applications	2,000.00	2,050.00	2,000.00
MEMBERSHIP & APPLICATIONS	343,700.00	337,292.03	330,400.00
Other: Sitelines	27,000.00	17,385.26	27,000.00
Other: Landscape Standard	9,000.00	8,465.45	6,000.00
Other: CE Penalty	50.00	1,250.00	1,000.00
Other: Term Deposit Bank Interest	4,000.00	3,905.07	4,000.00
Other: Interest	200.00	1,088.43	200.00
Other: Admin. Expenses Recovery	4,000.00	4,230.05	3,000.00
Other: Late Pmt Fee, Visa Fee	3,500.00	3,242.86	3,500.00
Other: Miscellaneous	4,500.00	4,472.66	7,000.00
OTHER INCOME	52,250.00	44,039.78	51,700.00
Conference: Landscape Cafe	1,700.00	1,586.80	3,000.00
Conference: Registration	40,000.00	21,997.25	30,000.00
Conference: CE	0.00	0.00	500.00
Conference: Showcase Booth	50,000.00	35,101.85	38,000.00
Conference: Awards Luncheon	3,000.00	0.00	3,000.00
Conference: Program Support	24,000.00	24,000.00	21,500.00
CONFERENCE	118,700.00	82,685.90	96,000.00
CE Courses and DVD Sales	1,000.00	915.00	1,000.00
VI Workshop	0.00	17,330.95	0.00
New Member Book	2,000.00	2,000.00	1,000.00
SPECIAL	3,000.00	20,245.95	2,000.00
REVENUE TOTAL	517,650.00	484,263.66	480,100.00
EXPENSES	2018 Forecast (Draft)	Actual 01/01/17 to 12/31/17	Budget 01/01/17 to 12/31/17
Membership - Profes. Development	3,000.00	2,758.87	3,000.00
Membership - Landscape Standard	0.00	3,156.85	0.00
Membership - Sitelines	27,000.00	17,248.60	27,000.00
Membership - Committee Expenses	6,000.00	6,311.55	4,000.00
Membership - Social Events	20,000.00	15,833.60	20,000.00
Membership: Firm Project Signs	200.00	0.00	200.00
Membership - Interior Chapter	15,000.00	2,587.91	4,000.00
Membership - Island Chapter	4,000.00	10,449.62	15,000.00
Membership - Whistler Chapter	1,000.00	1,207.50	1,000.00
Membership: Community Outreach	7,000.00	6,184.39	5,000.00
MEMBERSHIP	83,200.00	65,738.89	79,200.00
Admin - Executive Administrator	82,400.00	79,544.59	80,000.00

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APPROVED 2017 BCSLA BUDGET (cont.)

Admin - Employee Benefits & WCB	7,500.00	7,532.94	3,000.00
Admin - EI Expense	2,200.00	1,934.66	2,000.00
Admin - CPP Expense	4,500.00	4,048.73	3,500.00
Admin - Clerical Assistant	35,000.00	33,301.48	35,000.00
Admin - Accounting/Audit	12,000.00	4,068.97	10,000.00
ADMIN & ACCOUNTING	143,600.00	130,431.37	133,500.00
Admin - Office Rent	36,000.00	33,489.06	34,000.00
Admin - Locker Rent	1,500.00	1,460.04	1,500.00
Admin - Telephone & Fax	3,500.00	3,431.10	3,000.00
Admin - Internet/E-Mail	2,000.00	2,173.11	1,700.00
Admin - WEB Host	300.00	334.17	1,000.00
Admin - Office Supplies	3,000.00	3,152.70	3,000.00
Admin - Postage	5,000.00	3,033.20	3,500.00
Admin - Photocopies	1,200.00	1,102.30	1,000.00
Admin - Couriers	600.00	594.08	600.00
Admin - Bank & VISA Charges	7,000.00	1,736.07	2,000.00
Admin - Leasing (Photocopier)	2,900.00	2,903.00	2,000.00
Admin - Leasing (Postage Machine)	1,000.00	1,056.67	1,000.00
OFFICE	64,000.00	54,465.50	54,300.00
Admin - Legal	10,000.00	2,002.00	10,000.00
Admin - Bylaw Revisions	3,000.00	2,000.00	5,000.00
Admin - Office Insurance	1,230.00	1,230.00	1,260.00
Admin - Board Expenses	20,000.00	16,257.03	20,000.00
Admin - Registrar	1,000.00	1,793.73	1,000.00
Admin - Directors' Insurance	1,400.00	1,147.00	1,500.00
Admin - Amortization	100.00	0.00	100.00
Admin - Miscellaneous	0.00	90.00	200.00
LEGAL & BOARD	36,730.00	24,519.76	39,060.00
Marketing - Advertising & Promotion	3,000.00	4,825.96	3,000.00
Marketing - Community Awards	2,000.00	2,000.00	1,500.00
Sitelines.org Website	4,000.00	1,407.93	3,000.00
MARKETING	9,000.00	8,233.89	7,500.00
CSLA - Landscapes Publication	0.00	2,032.00	2,000.00
CSLA - Juror Award Meeting	2,000.00	2,475.24	2,000.00
CSLA - BOG Meetings	6,000.00	4,533.93	4,000.00
CSLA - Membership Dues	56,000.00	53,725.00	60,000.00
CSLA	64,000.00	62,766.17	68,000.00
CLARB- Membership Dues	7,420.00	7,538.52	7,540.00
CLARB - Meetings	5,000.00	4,882.88	6,000.00
CLARB - Miscellaneous	0.00	0.00	50.00
CLARB	12,420.00	12,421.40	13,590.00
Registration - Board of Examiners	1,800.00	2,180.82	1,800.00
Scholarship - P. Tattersfield	1,000.00	1,000.00	1,000.00
Scholarship - John Neill	1,000.00	1,000.00	1,000.00
Registration - Robillard Scholar	1,000.00	32,227.02	1,000.00

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Registration - Stamps/Certificates	1,600.00	1,882.95	1,500.00
Registration - Miscellaneous	0.00	0.00	100.00
Registration - Scholarships/Books	1,500.00	1,913.38	1,000.00
REGISTRATION	7,900.00	40,204.17	7,400.00
UBC Book Program	500.00	500.00	500.00
UBC Student Outreach	1,000.00	1,191.65	2,000.00
UBC BOOK PROGRAM	1,500.00	1,691.65	2,500.00
CE - On-Line WEB Section	19,000.00	1,573.32	4,500.00
CE - Courses	2,000.00	2,500.00	2,000.00
LARE Workshops	800.00	0.00	800.00
Communication Sub-Committee	3,000.00	4,014.82	3,000.00
VI Workshop Expenses	0.00	14,110.22	0.00
CONTINUING EDUCATION	24,800.00	22,198.36	10,300.00
AGM/Conference	60,000.00	59,973.60	50,000.00
BCSLA Showcase	1,000.00	0.00	200.00
CONFERENCE	61,000.00	59,973.60	50,200.00
Strategic Planning	0.00	0.00	3,000.00
Emergency Fund	3,000.00	3,000.00	3000.00
BC Land Summit Society Dues	400.00	400.00	400.00
Special Projects	0.00	0.00	2,000.00
Special Levy Expenses	6,100.00	0.00	6,100.00
SPECIAL	9,500.00	3,400.00	11,800.00
EXPENSES TOTAL	517,650.00	486,044.76	477,350.00
NET INCOME	0.00	-1,781.10	2,750.00

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CHAPTER REPORTS

BCSLA Vancouver Island Chapter Report

The 2017-2018 year was engaging for the Vancouver Island Chapter of the BCSLA. The office staff and the BCSLA Board of Directors have a clear understanding of the Chapter's unique situation which is characterized by the Island's geography and potential for professional isolation. The Board was focused on creating an inclusive professional experience for the Island Membership. In order to create an inclusive Island chapter, activities have been duplicated in both Victoria and Nanaimo to ensure all Island Chapter Members and Associates have an opportunity to participate in events.

The intent of the Island representation is four-fold:

1. To meet and liaise with Island Members, Associates and potential members on their professional matters as the need arises.
2. To provide and promote educational opportunities for Island Members and Associates.
3. To express the particular ideas and issues of the Island Chapter to the Board of Directors.
4. To represent the professional interests of all Members and Associates throughout the province.

There are currently 75 BCSLA Members and Associates on Vancouver Island: 42 are Registered Landscape Architects, 1 Landscape Architect Member; 7 Retired Landscape Architects; 13 BCSLA Interns who continue to pursue their personal and professional goals as well as 4 Members who are currently Inactive Members. Three Affiliates are on the Island.

In 2017 there were a number of opportunities for the Island Membership to continue with established relationships and forge new ones. There were two island "Meet and Greets" held in Victoria and Nanaimo that celebrated the festive season.

In October 2017 the island membership was fortunate to have Derrick Masselink PAg., MLArch. touch on the challenges of Agriculture on Vancouver Island appearing in both Nanaimo and Victoria. The focus of his presentation was the potential Agricultural Issues between Farmers and Suburban communities highlighting the potential for professional relationships between the Farming Community and Landscape Architects.

As well, in October 2017 the BCSLA Board of Directors scheduled the 2017 Regional meeting in Nanaimo. It was a well-attended two day event with featured speakers Larry McCann about his definitive book *Imagining Uplands* which is an architectural history of Uplands. We were fortunate to have Victoria Architect Franc D'Ambrosio share his diverse views of a Vancouver Island Urbanism and Landscape Architect Pat Harrison explaining his comprehensive projects involving Park Restoration.

Island members Scott Murdoch and Paul de Greeff were instrumental in organizing a one-day conference in Victoria touching on Urban Green Strategies in mid-November. The all-day event featured six powerful speakers with an audience of over 100. I would like to thank Tara and Stephanie for the Lion(ess) share of the organizing THEY did to create this successful event. I would also like to acknowledge our Island Sponsors for the unflinching support they gave to this conference.

The Board of Directors continues to give excellent consideration, direction and support to the Island Chapter Members and Associates. I expect in the coming year the BCSLA Island Chapter will continue to promote activities which are relevant to the professional aspirations of the Island Membership.



Respectfully Submitted By:
Illarion Gallant, Director
BCSLA Vancouver Island Chapter
March 2018

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BCSLA Interior Chapter

2017 continued to be a strong year of land development and economic growth throughout the BC Interior Region. As a direct result of this, our membership saw an increase in approximately 10%.

The BCSLA Interior Chapter Members and Associates were pleased to welcome the BCSLA Annual Conference to Kelowna in March 2017. It was a terrific opportunity to showcase Interior projects and people. In Kelowna volunteers finally launched a 'soft' opening of the now permanently constructed Laneway Project, a BCSLA initiative since 2014, which will be fully functional and complete with outdoor restaurant this summer. In November, Tracey Maxfield a Registered Nurse and Dementia Consultant delivered an excellent presentation on 'Environmental Design for People with Dementia', which was well received by a broad spectrum of the community. The year ended with a Holiday Gathering in Kelowna that is always a memorable event.

The Kamloops area group has been busy with their volunteer work with the Ask Wellness Society and assisted with the planting and installation of the landscape for this community project. They also organized a Holiday Party that was well-attended. It was a good opportunity to share experiences. Thank you to Raymond Visser for his continued dedication to the BCSLA Interior Chapter.

Respectfully Submitted By:
Robert Fershau, Director
BCSLA Interior Chapter
April 2018

Whistler/Squamish Chapter Report

The BCSLA Whistler/Squamish Chapter is a small but active group. BCSLA Members and Associates meet from time to time to share ideas and solutions. In December Tom Barratt, MBCSLA, and Annie Oja, BCSLA Intern, organized the Fifth Annual Whistler Fiesta that was well attended. The Chapter will continue gather to informally discuss landscape architecture issues that are unique to the Sea to Sky Corridor.

In 2019 the Whistler/Squamish Chapter Members and Associates will be responding to the call for submissions for cover images for the BCSLA SITELINES Annual Membership & Firm Roster. There are some terrific projects in the area so the jury will have a tough time selecting an image. The Annual Roster is sent to over 1900 recipients so this would serve as a great chance to get your work out there!

Respectfully Submitted By:
Tom Barratt, Squamish/Whistler Chapter
March 2018

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CSLA REPORT

In April 2017 I was elected to replace Nastaran Moradinejad as the BC Director when she became CSLA President-Elect. CSLA had a very busy 2017, dominated by full participation and the local lead with AAPQ for the World Design Summit in Montréal (Oct 16-19), which brought together six major design disciplines: landscape architecture (IFLA/CSLA), interior design, industrial design, graphic design, urban planning, and architecture. The CSLA Board met with Component Presidents in Montréal to provide an update on CSLA's activities and programs, including Advocacy, Reciprocity, the Canadian Landscape Charter, and Climate Change Adaptation.

Governance/Meetings

The Board met 3 times by teleconference, twice by email, and twice face-to-face (March in Ottawa, October in Montréal). Of note for governance, is that each meeting now commences with the reading of a Conflict of Interest Statement, which requires Directors to declare any conflicts that may arise from the meeting Agenda. Committees were re-structured and a committee manual is being developed. The 2018-2020 CSLA Strategic Plan has been approved in principle and was presented to the membership for approval at the April, 2018 AGM. The President and other members attended the Queen's Gate re-opening at Rideau Hall on July 1st, which was attended by HRH Prince Charles and the Duchess of Cornwall.

Indigenous Issues

In November 2016, the CSLA Board of Directors established the Indigenous Issues Task Force (IITF) "to guide the CSLA in improving awareness and capacity for supporting Canada's First Nations, Inuit, and Métis Peoples through landscape architecture and land use planning within our leadership, membership and schools of landscape architecture."

The IITF prepared a Discussion Paper for the CSLA Board with the following questions:

- "Why are Indigenous issues important to our profession"
- "What do landscape architects need to know about the Truth and Reconciliation Commission's Calls to Action, and the United Nations Declaration on the Rights of Indigenous People?"
- "How can the CSLA advance the Principles of the Canadian Landscape Charter (2015) by preparing landscape architects for an improved and evolving relationship with Indigenous People in Canada?"

The IITF called for member volunteers in Summer 2017, to self-organize and prepare an Environmental Scan that will provide a more comprehensive picture of activities on indigenous issues across Canada, identifying existing activities and resources that could inform development of an IITF detailed action plan and direction in a policy/implementation framework for the CSLA. More information and direction to members will be forthcoming.

BCSLA Members and Interns that volunteered to work on the Environmental Scan are: Grant Falgren, Kathy Dunster, Susan Haid, Chandra Lesmeister, Margot Long, Colette Parsons, and Chelsey Schmidtke.

National Horticulture Invasive Plants Working Group

I currently represent CSLA on a working group with CNLA and the Invasive Species Council of Canada (ISCC) to bring the ornamental horticulture industry, plant specifiers (designers), and invasive species experts to determine the industry's needs and cooperatively develop tools and approaches to prevent further introduction and spread of invasive plants through day-to-day operations. This includes garden centres and other retail distribution centres, growers, landscape contractors, landscape architects, designer and specifiers, and related business. The Working Group has been busy with a number of tasks including 1) identifying potential tools, resources and opportunities to increase awareness and build responsible actions to reduce the spread of invasive plants, 2) Developing effective and practical 'Codes of Conduct', 'National Best Practices', support resources and events for key partners; 3) Developing a nationally recognized list of invasive horticulture plants that reflects regional variances.

National Person of Historic Importance

I am currently the CSLA appointment to liaise with the Historic Sites and Monuments Board of Canada on a CSLA nomination to nationally commemorate a landscape architect (25 or more years after the person's death), that has made an outstanding and lasting contribution to Canadian history. The first file we are working on is the nomination of Frederick Todd (1876-1948), who should be as familiar and beloved of Canadian landscape architects as is FLO (for it was Todd that introduced the 'necklace of parks' linking open spaces), and deserves national recognition for his legacy of enduring projects such as Mont Royal in Montréal, and many public spaces across Canada – from Bowring Park in St. John's to Shaughnessy in Vancouver.

Landscape Architecture and Climate Change Adaptation

"The CSLA is committed to providing assistance to its members, and to other professions, levels of government and Canadian business and communities, to enhance their understanding of the contributing factors that have created planetary climate change, to promote opportunities to mitigate ongoing contributions that will accelerate deterioration in global climates, and to advance instruments and tools that will assist in preparatory and adaptive planning for environmental change."

In June, CSLA ratified the IFLA Global Climate Change Accord. The Accord states: "Landscape architects, and their affiliated professions, understand that to ensure a prosperous future and a sustainable environment, we must create societies characterized by an enhanced capacity for resilience, a willingness to transform to a better state, and a commitment to ensuring the long-term

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sustainability of environments, cultures and well-being for all.”

How do we make every project we work on resilient, transformative, and sustainable? How do we walk the talk, particularly when addressing the long-term survival of landscapes, cultures, and human health and well-being?

I represent CSLA and landscape architecture on ACTPAC, the Professional Advisory Council for the SFU-based Adaptation to Climate Change Team (ACT), a think-tank of leading experts from around the world collaborating with industry, community, and government decision-makers to explore the risks posed by top-of-mind climate change issues and identify opportunities for sustainable adaptation. ACT is currently working on Low Carbon Resilience as a climate change adaptation response, my focus is on green resilience and low carbon landscapes. Continuing the CE focus on climate change, ACT presented a low carbon resilience solutions-based workshop at the 2018 pre-conference Landscape Salon. ACTPAC relates connects to my IFLA assignment representing the Americas on the Landscape Architects Without Borders Working Group – the focus here is disaster risk-reduction, resilience in extreme weather events, climate refugee settlement, and humanitarian design for war refugees.

CSLA Reciprocity Agreement with Components

The Reciprocity Agreement was adopted in 2013 by 8 of the 9 component associations for a period of five years and the CSLA. In 2013, BC did not sign. As the Agreement’s administrator, CSLA launched the process of revising the agreement by forming a Reciprocity Agreement Review Committee to collect proposed changes from components. All Components except BCSLA responded by Jan 31, 2018 and provided feedback on the following questions:

1. Is the Reciprocity Agreement still valid and useful?
2. Does our association want to be a signatory to the Reciprocity Agreement?
3. Does the Reciprocity Agreement accomplish its goal, which is to encourage professional mobility?
4. Does the Reciprocity Agreement require a major overhaul, or minor tweaks?
5. What would those changes be?
6. Does the Reciprocity Agreement work with your association’s by-laws and structure? If no, why not? What actions could be undertaken by the CSLA to assist in resolving these issues?

2018 AGM

The 2018 CSLA and OALA Conference was held from Thursday, April 5th, 2018 to Saturday, April 7th, 2018 at the Westin Harbour Castle in Toronto.

2019 CSLA AGM + Conference

Will be in BC, and form part of the 2019 BC Land Summit from May 8-10 in Vancouver.

Respectfully Submitted By:

Kathy Dunster, Director

BCSLA Representative to CSLA

March 2018



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UBC REPORT

School of Architecture and Landscape Architecture

2017/18 SALA lecture series

The School of Architecture and Landscape Architecture provides a valuable service to the British Columbia professional community with a series of free public lectures held in downtown venues. We endeavor to invite people whose work is on the cutting edge of practice to invigorate the local community.

SALA LECTURE SERIES

01.30.2017

Günther Vogt

Vogt Landscape Architects

UBC Robson Square

SALA LECTURE SERIES

03.03.2017

Sara Stevens

SALA UBC

UBC Robson Square

LESLIE VAN DUZER SALA LEGACY FUND

02.09. 2018

Alex Schweder

Pratt Institute Inform Interiors

UBC FACULTY OF APPLIED SCIENCE ALUMNI LECTURE

02.26.2018

Greg Smallemberg

PFS Studio

UBC Robson Square

LESLIE VAN DUZER SALA LEGACY FUND

03.12.18

Reiko Nishio + Hirohito Ono

Atelier Nishikata Tokyo

UBC Robson Square

ARTHUR ERICKSON LECTURE

03.22.2018

Bolle Tham

Tham and Videgard Stockholm

UBC Robson Square

MARGOLESE PRIZE LECTURE

3.26.2018

Anne Cormier

Atelier Big City + Université de Montréal

UBC Robson Square 6:30 pm

Additionally, SALA sponsors (with BCSLA and others) the Annual Garden Design Lecture. This year's lecturer was **Kathryn Gustafson** on October 27, 2017

Master Of Landscape Architecture Program

In the 2017/18 academic year we admitted 29 new students into the MLA Program from an applicant pool of about 120. We currently have 62 full time students in the MLA program. 24 MLA students are expected to graduate in May.

Philip Tattersfield Essay Competition

The BCSLA and the Landscape Architecture Program jointly run the Tattersfield Essay Competition each January. The winner of this competition receives a \$1000 scholarship funded by the BCSLA and has the winning article featured in the student- edited

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UBC REPORT (cont.)

issue of Sitalines (see below under LASA report). This year's winner was MLA student Jessica Udal for her essay, "Landscapes in Time: Form, Nationalism and Memory in Victory Square."

Adjunct Faculty

We continue to receive valued support from wonderful adjunct faculty in the Program. Douglas Justice, Isabel Kunigk, Shelley Long, Martin Lewis, Karin England, and Alex Man-Bourdon provided assistance this year. Many other BCSLA members contribute their time and expertise as thesis reviewers, guest critics and lecturers. All of these contributions make the program a richer experience for our students.

Accreditation

From March 10th to March 14th our UBC MLA professional program was visited by the accreditation team comprised of Alex Topps (Retired LA in Ontario), Mary Meyers (Administrator and Professor from Temple University), and Anna Thurmayr (Academic from the University of Manitoba). The visit was very insightful and we are now awaiting their official report.

Revised MASLA/MASA Program

UBC SALA is in process of amending the MASLA/MASA program. The main curriculum change concerns requiring students to enroll in a 6-credit or 9-credit co-op course. This change is meant to build stronger ties with practice, municipalities and NGO's through joint research with students and faculty.

There are numerous way this collaboration can be envisioned:

- A. Student works in the public or private office and work is entirely a prescribed research project under supervision of office staff.
- B. Student works in the public or private office and work may include ancillary research tasks
- C. A or B with shared faculty and client staff supervision
- D. Student works independently i.e. has an contract position with limited faculty supervision
- E. Student works at UBC under regular faculty supervision. Faculty has research contract and supervises student(s) as necessary. Client may review progress periodically.

UBC SALA is currently defining its research clusters with the aim to better communicate its areas of expertise and interests to prospective (MASA/MASLA) students, funding agencies and collaborators. This work will be completed by the Fall of 2018 and posted on the website of UBC SALA.

Landscape Architecture Student Association

The Landscape Architecture Student Association (LASA) continues its key roles of: representing the landscape architecture students in SALA, developing student events, and practicing leadership and mentorship with the students. LASA has worked hard toward its goal of becoming more integrated with the architecture and environmental design students by: jointly serving on the School's Student Executive Committee, occasionally attending each other's student body meetings, aligning each other's goals, and working together through various initiatives. In 2017 - 2018 LASA has continued past traditional major events and continued to host and support smaller events and initiatives that enrich the day to day experiences for the students.

Events/ Initiatives:

1. Fundraiser: LASA continued a fundraising initiative with our Plant Sales. We completed one plant sale of tropical plants at the annual Corn Roast. This initiative has supported our wellness goals by greening our studio space and therefore making it a more pleasant space to work.
2. SALA Merchandise: In collaboration with ARCHUS, LASA sold student designed tote bags that featured stylized graphics of the Lasserre, Annex, and MacMillan buildings. Funds went towards student run events and initiatives.
3. Social Experience: The social committee has continued to look for ways to improve the day-to-day social aspects of studio life. Some initiatives include waffle breakfasts and studio potlucks in conjunction with the Architecture Student Association (ARCHUS).
4. Wellness Initiatives: Michelle Creeley-Gagnon focused on programming that benefits the physical and mental health of students.
 - a) Wellness Day: Collaborating with the architecture student association on a day in November that consisted of waffles, smoothies, wellness walks and wellness dogs.

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- b) **Healthy Eating:** Using money from the LASA budget, fresh fruit has been purchased for students every second week. Michelle also prepares smoothies for students monthly. Food is also provided to students on behalf of LASA the day before reviews.
 - c) **Wellness Survey:** Results about mental health and students were compiled last year and a document is in the works to discuss the findings and provide insights about what other universities are doing for student wellness.
5. **Welcome Back Dinner:** This year LASA planned a welcome back dinner in which all MLA students and faculty were invited. The dinner was held at Afghan Horsemen on January 15, 2018.
 6. **Annual Corn Roast:** The annual Corn Roast, sponsored by Landscape Forms and BCSLA, took place on October 20, 2017 in which we continued the tradition of bringing the students together for a harvest themed event. Due to the lack of sourceable local corn and a non-functioning bbq, LASA catered the event with harvest themed hot/cold food. The event was a huge success, which saw a large attendance from the Environmental Design students, Architecture Students and Landscape Architecture students.
 7. **SALA GALA:** The annual SALA Gala took place at SoundHouse Studios on February 16, 2018. This year the theme was a humorous "Wedding Edition" where students nominated classmates for a mock wedding! Event donned an alter, photo booth, Pinterest themed décor, and two types of wedding cakes!
 8. **Landscape Lunchtime Talks (formerly known as Brown Bag Lunch lectures):** LASA has continued the lunch lecture series with five lectures held this year. Our Vice President Internal, Julia Lorimer, worked hard to develop a diverse showcase of student and professional projects from different aspects of the field of landscape architecture. Our presenters this year were:
 - a) Postdoctoral Research Fellow, Lorien Nesbitt, presenting her PhD work on Urban Green Equity
 - b) Landscape Architect, Bryce Gauthier, from Enns Gauthier, speak about his work on the Bloody Alley project in Gastown
 - c) Recent MLA graduates, Tian Tian and Huan Plan, and their winning entry for a pop-up park competition in Surrey (2016)
 - d) Landscape Architect, Joseph Fry, from HAPA Collaborative, presented on their firms recently completed work on the Vancouver Art Gallery North Plaza
 - e) MLA Candidate, Pauline Moskal, and her experience with the UBC SALA design-build on Gambier Island at Camp Fircom
 9. **Student-edited Sitelines magazine April 2018:** LASA and Vice-President External, Celia Winters, had an gratifying experience organizing the Sitelines April 2018 Student Edition in which five written works were submitted, which included the Philip Tattersfield Essay Competition Scholarship. The works showcased the range of essays submitted to the Philip Tattersfield Essay Competition by MLA.
 10. **SALA Professional Spring Workshops 2018:** This year UBC SALA developed a 5-series workshops on professional development for students. Professionals and professors presented in a series of professional workshops that included networking skills, 3 portfolio reviews, and interviewing skills. The events have been highly successful and have seen a large attendance by students.

WITH THANKS: On behalf of the Program, we would like to close by thanking the membership of BCSLA and local firms for continued support of the Landscape Architecture Program. Wonderful scholarships, donations, and gifts-in-kind, as well as energetic guest lecturers and wise studio critics give a program added depth and grounded perspectives. This support is crucial to our continued development and success.

Susan Herrington, Chair, Landscape Architecture

Celia Winters, MLA student, School of Architecture and Landscape Architecture



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BCSLA INTERN & ASSOCIATE REPRESENTATIVE REPORT

The BCSLA Intern/Associate Volunteers are:

- Emily Hamilton – Liaison to the BCSLA Board of Directors (non-voting)
- Patricia Gooch – Volunteer
- Mickella Sjoquist – Volunteer

Initiatives for the 2017/2018

- The Five-Year Strategic Plan was adopted by the Board in October of 2017 after attending meetings, workshops, and reviewing membership survey results. Interns and Associates were considered in developing the Vision for the plan and various tasks to help us achieve our goals within the five year time frame. The link is http://www.bcsla.org/sites/default/files/documents/pdfs/BCSLA%20Strategic%20Plan_FINAL.pdf
- The Continuing Education (CE) Committee has actively been working to coordinate lectures and events which aim to attract greater BCSLA Intern and Associate attendance and provide easy ways of achieving the required CE credits.
- Attendance of the 2017 Annual Festive Season Party on December 1 was good with over 250 attendees.
- The Regional Meeting was in Nanaimo in 2017. There was a good turn out and positive reviews from the Island Interns and Associates.
- UBC SALA offered a panel discussion on Successful Networking, which was attended by students, faculty, professionals, and the BCSLA Intern /Associate Liaison, Emily Hamilton. Feedback was strong in the benefits it provided the participating SALA students and interns.

BCSLA 2018 Conference and AGM Preparation

- Since the feedback was so positive from the 2016 and 2017 Conferences that were organized by the BCE Committee, they graciously accepted to assist with the org 2018 Conference, Showcase of Product and AGM. The Conference will take place in Vancouver on May 10 – 12. All members of the Continuing Education Committee and the BCSLA Intern/Associate Volunteers have expressed their availability to assist with the 2018 Conference and AGM.
- The Conference Organizing Committee led by Chair, Katherine Dunster, and with guidance from President-Elect Stephen Vincent have worked to develop the theme and program.
- The CE volunteers measured the venue for Showcase requirements in 2018. Mickella Sjoquist drafted a floorplan for the tradeshow.
- The 2018 Conference will continue to offer Showcase of Products, Landscape Café, Keynote Speakers and breakout sessions, and tours. The conference will include Drawing in the Land: Second Edition and a UBC SALA Exhibition.
- For BCSLA Interns looking to discuss LARE study strategies, there will also be an Intern Idea Exchange Luncheon.

LARE Exams

- The LARE Exam is in its first year of content change, which was implemented in April 2017. Content is reviewed periodically by CLARB to demonstrate that the LARE remains legally defensible and relevant. A Task Analysis Survey was distributed and the results have led to an update in content focusing on maintenance, historical preservation, performance metrics, and specialty plans.
- Staff contacted CLARB and OALA to confirm LARE study material relevance and recommendations. Some suggestions are below:
 - o Make sure you read all information from CLARB for updates prior to attending each exam.
 - o Visit the LARE Prep Website: <https://www.lareprep.com/>
 - o Visit the BCSLA website to download practice exams: <http://www.bcsla.org/education/education-0>
 - o Follow CLARB on Twitter for study suggestions
 - o Free videos are available at <http://corsonlearning.com>
 - o You can request to register with an OALA google group that shares information: <http://bit.ly/LAREgroup>
- There will be an informal BCSLA Intern Idea Exchange Luncheon at the 2018 Conference in which questions can be asked, study partners can be found, and experiences can be shared.
- Please see the Registrar's Report for LARE pass rates

BCSLA Philip Tattersfield Essay Competition

- Under Miriam Plishka's lead, Susan Herrington, Scott Watson, Emily Hamilton and guest juror Sara Stevens sent an invitation to UBC students to participate in this year's Tattersfield Essay Competition.
- This year's topic was: Using the UBC or BC Archives, document a local (BC) landscape over time and discuss how the design took into account change. Eight entries were received and results are pending. The winning essay will be printed in the April 2018 Sitelines Magazine.

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Moving Forward for 2017/2018 Term

- In response to enquiries from BCSLA Interns, Mark Vaughan, Registrar, Jordan McAuley, Director, and Emily Hamilton, Intern/Associate Representative have identified areas of Intern Work Experience reporting and the registration process that will be reviewed by a the Admission Program Task Force. The Task Force include BCSLA Members and Interns and former/current Board of Examiners. The Board has worked many hours to develop a Five-Year Strategic Plan. The structure of it was presented at the AGM in Kelowna and feedback was provided. All subtopics are aimed at achieving the Vision by Year 5: Landscape Architects are recognized as essential professionals in the skillful realisation of open space projects. We are thought leaders revered for our ability to change physical space to meet the needs of the greater good, but also effect policy and social change to establish healthy, resilient, equitable, and beautiful environments. The Board will work on achieving the Year-1 goals and forming Task Forces to complete Year-2 goals and beyond.
- Emily Hamilton will remain as the BCSLA Intern/Associate Representative to the Board of Directors with one year remaining in her two-year term..
- The BCSLA Intern/Associate volunteers will continue to build relationships with former interns and professionals who can offer engaging LARE study support.
- Patricia Gooch has updated the BCSLA Intern email list on Google Drive, and the Intern/Associate volunteers aim to sustain a more updated list of Intern contacts. We will comply with federal and provincial privacy protection legislation, Anti-SPAM legislation and the BCSLA Privacy Policy

We invite committed BCSLA Interns and Associates to put their name forward to volunteer for the Admission Program Task Force or other important roles. This is a great opportunity to network and gain CE Credits. Please contact Tara Culham at the BCSLA Office if interested. Many thanks to all of our various employers and families who support our time with the BCSLA – without them this would not be possible.

Respectfully Submitted By:

Emily Hamilton

BCSLA Intern/Associate Sub-Committee

March 2018



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BCSLA COMMITTEE REPORTS

The BCSLA has six BCSLA core committees 1) Bylaws, 2) Continuing Education 3) Credentials, 4) Finance, 5) Nominations Committee and 6) Public and Professional Relations Committee. Several Sub-Committees report to one of the Core Committees.

BCSLA Bylaws & Standards Committee

The BCSLA Bylaw Committee has met regularly in the past few months. Volunteers are carefully reviewing each section to: clean up the language for clarity, make revisions in keeping with digital technology, update clauses to address current issues such as labour mobility, First Nations matters and more. Once the initial review is complete the draft will be reviewed by legal counsel. The next step will be to provide an opportunity for Member to provide input. Thank you to Adrienne Brown, Jordan McAuley, Al Neufeld and Mark Vaughan for sharing their time and expertise.

Respectfully Submitted By:
Scott Watson, BCSLA President
Bylaws Committee Chair
March 2018

Finance Committee

On October 18, 2017 BCSLA circulated a call for detailed 2018 budget allocation requests to BCSLA Directors, Committees and Sub-Committees. The preliminary budget was drafted and all requests were considered while ensuring that the allocations aligned with the BCSLA Five-Year Strategic Plan. In November 2017 the preliminary draft budget was presented to the BCSLA Board of Directors for review. It was reported that several line items would be adjusted as revenue and expense items were outstanding. The 2018 draft budget and graphics were updated using year-end financial reports and presented to the BCSLA Board of Directors. After thorough review and additional input from the Board the 2018 BCSLA Budget was adopted at the February 27, 2018 Board meeting. Thank you to the Board, the Committee and Sub-Committee volunteers for their dedication to the BCSLA.

Respectfully Submitted By:
Cynthia Hildebrand, BCSLA Treasurer
Finance Committee Chair
March 2018

The Committee Reports for the CE Committee, Credentials Committee, Public and Professional Relations Committee, and Nominations Committee follow these reports.

Important Links:

The Architects (Landscape) Act: <http://bcsla.org/profession/acts>

BCSLA Bylaws and Standards Of Professional Conduct and Practice: <http://bcsla.org/profession/bylaws-standards>

CE Policy: http://bcsla.org/sites/default/files/documents/education/2017%20CE%20POLICY_Adopted_0.pdf

2017 BCSLA Strategic Plan: http://bcsla.org/sites/default/files/documents/pdfs/BCSLA%20Strategic%20Plan_FINAL.pdf

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CONTINUING EDUCATION COMMITTEE REPORT

History of the Continuing Education (CE) Program

In 2003, the BCSLA Membership approved a Special Resolution establishing that CE be a mandatory obligation for BCSLA Registered Landscape Architects, Landscape Architects, Inactive Members, and Interns. The voluntary program was a success; the Membership responded positively to monitoring their CE activities and a survey of the Membership's professional needs and areas of interest were recorded. The CE Committee continues to monitor and review the success of the program and advise the Board and Membership regularly.

CE Policy

BCSLA requires Members and Associates to be lifelong learners in order to uphold the health, safety, and welfare of the public as required by our legislation. BCSLA Registered Landscape Architects, Landscape Architects, and Interns are required to report a minimum of 30 CE Credits over a three-year reporting period. New Members are required to submit credits on a pro-rated basis. Inactive Landscape Architects are required to report a minimum 15 CE Credits over a three-year reporting period. Retired Landscape Architects are excused from the CE Program.

Special consideration to waive the CE requirement is reviewed on a case by case basis; please let us know if you need our help.

Please Note: We receive emails from Members asking for advice on how to enter their credits for various learning opportunities. Each Member is obligated to exercise their professional judgment to determine what constitutes as landscape architecture and landscape architecture-related activities.

Reporting Cycle (2017-2018-2019)

To maintain Membership in Good Standing within the Society, all Members must regularly monitor and report their CE activities using the online Annual Reporting Form. Much time was spent in 2017 was spent contacting CE-deficient members from the previous cycle and implementing the penalties for individuals that were found to be CE Non-Compliant. In accordance with the 2017 CE Policy, the mandatory process requires members to report their CE Credits online; we are now entering the second year of this reporting cycle. Some changes were introduced at the start of this cycle to bring BCSLA more aligned with the policies of allied professions. Notably, the full-time employment credit has been reduced to 1.5 credits per year. The CE Policy is available online along with the 2017 CE Input and Credit Guide and Compliance Schedule A at <http://www.bcsla.org/education/continuing-education-ce>

BCSLA Website

The BCSLA CIVI/CRM system is an effective way for BCSLA Members and Associates to input and monitor CE Credits online. In 2017 volunteers and staff worked with the webmaster to update the CE page with the 2017-2018-2019 CE Policy. The credit allocations were adjusted to match the CE Policy. CE Committee volunteers provide regular updates to the site. The revisions to the CE page of the website were approved by the CE Committee and were completed under the guidance of a professional webmaster within the "CE Online Web Section" budget line item. Watch the CE website page for the new Free or Low-Cost Ways to Earn CE Credits. We encourage Members and Associates to log their CE credits as they earn them. It's easy to do and takes very little time!

In 2017 the BCSLA website was utilized to provide current information on programs and services such as the annual conference, BCSLA CE opportunities and other updates. Volunteers and staff tested the online payment function for event registration with CE events. This allowed BCSLA staff to address issues related to financial reports, attendance tracking, special mobility or diet considerations, volunteer management and enabled a range of price points. All information provided by Members and Associates is secure and private. There are fees associated with online payments that will increase program costs.

CE Programs

The CE Committee identifies and supports CE opportunities for the membership. Your ideas are valuable in the development of programming and credit allocations – so please send them along. Through the Friday File and special announcements, we provide information to members on seminars, courses, and other opportunities for acquiring CE Credits.

Since 2016 the CE Committee has taken an active role in shaping the Annual Conference Program into a high-quality education event – from theme selection, to reviewing paper/presentation proposals, finding plenary speakers, and arranging walking tours. In 2017 the Conference was held in Kelowna (March 30-April 1) and a suite of timely and inciteful presentations were framed around the theme of "Whatever the Weather: Resilient Responses to Climate Change". We thank the Interior Chapter for all their help in making this a successful conference.

Regional networking events were organized by BCSLA Chapters in the Interior, Whistler, and on Vancouver Island. The Public Sector Sub-Committee arranges tours and discussions relevant to landscape architects working in all levels of government (local,

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regional, provincial, regional or federal), and publicly-funded institutions. If that's you and you want to connect with your public-sector colleagues, get in touch with us.

BCSLA CE Committee was a key sponsor of the well-attended UBC SALA/Continuing Studies Garden Design Lecture by Kathryn Gustafson (GGN in Seattle and Gustafson Porter + Bowman in London), on October 27.

BCSLA/ISCBC Project

BCSLA joined forces with the Invasive Species Council of BC to develop the Land Use & Real Estate Education (LUREE) Project. The Real Estate Foundation of BC was a major project funder and other supporters also came through to help defray costs.

The LUREE Working Group was formed consisting of representation from experts including: landscape architects, local government, real estate managers, biologists and more. This working group provided guidance into project development. CE courses, including workshops and webinars, have been scheduled for April to November 2018 and will be available to a wide audience across BC. The revision of the Invasive Species Toolkit is underway and includes content on the key issues of soil movement and disposal best management practices (BMPs), governance and regulatory tools. These resources will be fully accessible and downloadable from a dedicated program webpage. Once all program resources have been developed they will be fully accessible and downloadable online.

2019 CSLA Conference & 2019 BC Land Summit

The BC is delighted to host the 2019 CSLA Annual Conference that will precede the 2019 BC Land Summit at the Westin Bayshore Vancouver from May 7-8, 2019. The conference will include the: CSLA meetings, Fellows Induction, CSLA Awards of Excellence, networking events, tours and the BCSLA /CSLA Showcase of Products & Services. CSLA delegates will have the opportunity to stay for the 2019 BC Land Summit at the same venue.

Held every five years, the BC Land Summit: Collaborations and Connections, is the premier collaborative conference providing interdisciplinary education, professional development and training opportunities for professional practitioners in fields related to land and land-use. The concept of the BC Land Summit emerged from discussions between several land use professions, which were facilitated through a professional roundtable. The mutual benefits of collaborating on a joint conference were soon apparent, and a decision to proceed was taken by a number of the participating professions. This led to the incorporation of the BC Land Summit Society under the BC Societies Act in 2012. Today the BC Land Summit Society is composed of BC- Appraisal Institute of Canada, BC Institute of Agrologists, BC Society of Landscape Architects, Real Estate Institute of BC and the Planning Institute of BC. The 2019 BC Land Summit will be held from May 8-10, 2019 at the Westin Bayshore Vancouver.

Many thanks to all on the Committee (Patricia Gooch, Emily Hamilton, Cindy Hsu Becker, Nastaran Moradinejad, Nancy Paul, Dorsai Sharif, Dave Thompson, and Stephen Watt), and to our staff and volunteers such as Mickella Sjoquist that help make the BCSLA Continuing Education program function successfully.

Respectfully Submitted By:
Katherine Dunster, Chair
March 2018

PUBLIC AND PROFESSIONAL RELATIONS COMMITTEE REPORT

COMMITTEE MEMBERS:

Stephen Vincent – **Chair**, Adrienne Brown, Scott Watson, Emily Dunlop, Alexandre Man-Bourdon, Shaun Smakal and Jennifer Wall.

The Public & Professional Relations (P&PR) Committee meets monthly. The Committee has been very active, following up with on-going initiatives and acting on new undertakings. Thank you to those who donate their time for the continuing development of the organization.

The following is a summary of the some of the more significant subject matter addressed in the past year:

Sitelines Annual Membership and Firm Roster

David Rose continues to work with the BCSLA office staff on the BCSLA Sitelines Annual Membership and Firm Roster. His hard work and commitment is really appreciated. A new contract was signed with Naylor Publications to continue for another five years 2019 through 2023. In 2018 the P&PR Committee, in consultation with a graphic designer, developed a Sitelines Annual cover template graphic consistent with the BCSLA Graphic Standard. The template provides consistency that allows for distinctive identity from year to year. The 2018 edition will be circulated to more than 1,700 BCSLA Members and Associates, allied professional organizations, public and private sector entities and government agencies. BCSLA provides the editorial listings for

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PUBLIC AND PROFESSIONAL RELATIONS COMMITTEE REPORT

the Roster. Naylor Publications, provides proofs, edits and circulates the Roster. In exchange Naylor Publications earns revenue from advertising. A portion of the revenue is returned to the BCSLA. With due consideration to paper, ink, transportation and other environmental costs we continue to produce the Roster as it has received positive feedback from Members and users. Thank you to David Rose for his hard work on this project for so many years!

BCSLA Website

The website continues to be an important source of information as it relates to many aspects of the BCSLA. Incremental adjustments and improvements over the past few years have kept the site functional and informative. With the advancement of technology and the ways we communicate continuing to change, there has been some thought (as supported by recent survey response) about what this means for BCSLA website and Sitelines.org. Therefore, the P&PR Committee has established a task force to review how the BCSLA website can continue to be a productive tool and information source for Landscape Architects, emerging professionals and for the public. The P&PR committee is looking for members to assist with this discussion and identify opportunities. Please contact Stephen Vincent. Thank you to Luna Design for their continued website support. Please see the Credentials Committee and Continuing Education Committee reports for information on the bcsla.org website.

Sitelines.org Website Plans 2018

Sitelines.org has been managed as a separate resource from the BCSLA website. There are many reasons why this has been managed in this manner. Survey results support looking at ways the web sites can be connected in a more seamless way while still ensuring the ethical standards and values of the membership. As noted, for the website review, a task force has been established to look at this opportunity. If you are interested in being a part of this important initiative, please contact Stephen Vincent.

Web Atlas

The Web Atlas continues to develop with the direction of Adrienne Brown. Several new projects have been uploaded and the inventory of projects is expanding. Please take some time to look at the Web Atlas on the website. If you have projects that you would like to see included, please contact Adrienne. As a community Landscape Architects have developed some amazing projects. Let's celebrate them! Thank you Adrienne for your dedication to this resource.

Profession Survey

The survey was completed in the fall of 2017. The last survey was completed in 2012, every 5 years. Surveys are an important way of capturing data, data that provides direction, data that is used to measure success or failure by.

Sitelines Magazine

The Sitelines Magazine is issued 6 times per year and is circulated to the BCSLA membership and associated groups. Thank you to the BCSLA staff (Tara and Stephanie) and volunteers for meeting the deadlines and continuing to produce a document that is interesting and informative. It takes an extensive amount of work to produce good quality material and their efforts are much appreciated.

One of the lines of questioning explored in the last survey was related to Sitelines Magazine. Based on the results, there were some comments suggesting to explore additional opportunities and potential. To address the suggestions, the P&PR Committee Members along with Miriam Plishka have formed a task force to do some 'visioning' and develop some scenarios that may inform the direction of Sitelines Magazine in the future. We invite members to come forward to assist with this task or provide comment. We are very proud of the Magazine and are excited about the future potential.

UNION OF BC MUNICIPALITIES (UBCM)

The UBCM is a gathering of municipal decision makers, with more than 2,000 in attendance. The P&PR committee followed through on a booth for the conference (September 25- 29, 2017). Promotional banners were professionally designed. The booth was managed by BCSLA volunteers. Overall the conference was successful with good quality contact and discussion. The goal was;

- to highlight the work of Landscape Architects in the municipalities both public and private;
- to promote the roles and responsibilities of municipal staff landscape architects;
- and how landscape architects help shape the built environments in urban areas.



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BCSLA CREDENTIALS COMMITTEE REPORT

Application Reviews

Application deadlines are January 31 and June 30 of each year. All applications are reviewed by the BCSLA Credentials Committee who makes their recommendations to the BCSLA Board of Directors who have the final approval. In 2017 the BCSLA welcomed 15 new Registered Landscape Architects and two Landscape Architects. Several candidates are eligible to appear before the Board of Examiners as reciprocity or senior practitioner candidates. In addition 24 BCSLA Interns and two BCSLA Associates were added to the Roster. We are proud to have individuals with such a high level of knowledge and skills within our ranks, and look forward to working together to promote a high standard of practice in BC, across Canada, and around the world.

Admission Program Task Force

The Credentials Committee has established of a task force to review the BCSLA Intern Admission Program. The review will include updating the BCSLA Intern Experience Tracking, Mentoring and more. The task force will be composed of: Credentials Committee, former or current Board of Examiners, BCSLA Interns and members at large.

Mentoring

Generally, work experience is obtained in an office under the direct supervision of a 'qualified mentor'. According to BCSLA Bylaw 3.87 (p):

"Qualified Mentor" means a Registered Landscape Architect, Landscape Architect, or other allied professional with experience, qualifications, and knowledge in the area they are mentoring."

Work experience must be obtained to provide sufficient experience to meet the generally accepted standards of practical skill and an appropriate level of competence required to engage in the practice of the profession of landscape architecture. It is the responsibility of the BCSLA Intern to seek employment that will provide the required scope of experience.

The internship period must offer the BCSLA Intern adequate exposure to the various aspects of the practice of landscape architecture to ensure a level of professional competence. BCSLA Members are encouraged to provide every opportunity possible for Interns to gain a variety of work experiences. Committee volunteers are making preliminary arrangements to organize a mentoring workshop to assist mentors in understanding the best way to provide guidance to BCSLA Interns.

Policy Review

The Committee volunteers have drafted a policy to recognize degrees and /or experience in related and non-related fields that will be circulated for review and comment soon. The view is to protect the public safety while encouraging qualified professionals to enter the BCSLA Admission Program. This may also address labour mobility issues.

BCSLA Affiliate

The BCSLA has received a number of applications from landscape designers. It was agreed that Affiliates should include suppliers and contractors who do not offer design services. The Committee is reviewing Affiliate entry standards. It was recommended that any contractor that puts an emphasis on design or is a design firm is not eligible for renewal or not acceptable as a BCSLA Affiliate. The Registrar will review current BCSLA Affiliates who offer design services.

We are fortunate to count Illarion Gallant, Cynthia Hildebrand, Al Neufeld and Damon Oriente as volunteers on the Credentials Committee. They bring a wealth of information and experience to the Committee. Their time and energy are key to the success of the Society.

Respectfully Submitted By:

Mark Vaughan

Registrar and Credentials Committee Chair

March 2018

British Columbia Society of Landscape Architects 2018 Annual General Meeting Report

NOMINATIONS COMMITTEE REPORT

The BCSLA encompasses many passionate volunteers who provide guidance on important issues. Many are elected by the Membership to attend to Society business in accordance with our Bylaws and Standards of the Professional Conduct. The Board of Directors is comprised of the following: President, President-Elect, Past President, Registrar, Treasurer and seven Directors. There are also three non-voting Board Members: BCSLA Intern/Associate Representative, UBC Representative and Student Representative.

At the 2018 Annual General Meeting on May 12, 2018, **Stephen Vincent** will assume the role of President and **Scott Watson** will become Past President. **Al Neufeld** will step down as Past President.

Mark Vaughan, Registrar and Cynthia Hildebrand, Treasurer have completed their two-year terms and will be stepping down. **Kathy Dunster, BC Representative to CSLA** has completed a one-year term and has agreed to let her name stand for the BC Representative to CSLA for a two-year term.

Robert Fershau (also BC Interior Chapter Chair), Alexandre Man-Bourdon and Miriam Plishka have completed their terms as Directors and we thank them for their service. **Debra Barnes, Illarion Gallant and Jordan McAuley** have one year remaining in their terms as Directors.

Emily Hamilton was appointed as the BCSLA Intern and Associate Representative in September 2017 and she will continue in that role for one more year. **Susan Herrington** is currently our **UBC SALA Representative to BCSLA** and will continue for another year. **Celia Winters** was appointed as the Student Representative in September 2017. Cecilia will be succeeded by a new student representative in the Fall of 2018. A huge thanks to Susan, Celia and Emily for their hard work! All serve on the Board as non-voting Members.

Board of Directors Nominations

The President Elect position is open for nominations. Additionally there are three Directors positions open for nomination. Please contact the BCSLA office for more information. We urge you to consider putting your name forward to serve on the Board as it is a rewarding experience. Applications and / or nominations should be submitted to Al Neufeld, Nominations Committee Chair, in care of the BCSLA office until May 5, 2018. Nominations will also be accepted from the floor at the AGM. Elections will take place at the AGM from the list of Members who have put their names forward or who accept a nomination.

POSITION	Nominees
President-Elect (three-year term)	
Registrar (two-year term)	Bob Evans, Pat Harrison
Treasurer (two-year term)	Wai-Sue Louie
Director 1 (two-year term)	
Director 2 (two-year term) BC Interior Representative	Teri Cantin
Director 3 (two-year term)	
CSLA Representative	Kathy Dunster

BCSLA Awards

Thank you to those Members who submitted names for BCSLA Awards. The Board of Directors will select winners at their April, 2018 meeting. All BCSLA Award Recipients will be announced in the Friday File and at the Conference in May 2018.

CSLA Juror

Dean Gregory was appointed as the Juror for the 2018 CSLA Awards of Excellence in 2017. CSLA Award winners from BC will be recognized at the BCSLA Conference.

BCSLA Committees

BCSLA Committees and Sub-Committees are always looking for volunteers. The BCSLA Core Committees are:

- Bylaws & Standards Committee
- Continuing Education Committee
- Credentials Committee
- Finance Committee
- Nominations Committee
- Public & Professional Relations Committee

A complete list of BCSLA Committees and Sub-Committees and their volunteers is available on our website Thank you all for your service to the Society on behalf of the Members.

Respectfully Submitted By:
Al Neufeld, Nominations Committee Chair
March 2018

British Columbia Society of Landscape Architects 2018 Annual General Meeting Report

ADVISORY DESIGN PANEL SUB-COMMITTEE REPORT

I am pleased to report to the BCSLA membership that this year was successful for the ADP Sub-Committee in meeting the appointment needs for all the participating municipalities.

The notable new item this past year is that two new Advisory Design Panels have been added to our list, they are Colwood and Chilliwack.

Another important observation worth mentioning is that many more of the newer BCSLA members have responded to the Nomination Calls than previous years. This will greatly increase the number and diversity of Landscape Architects who become involved with volunteering on the numerous design panels.

We usually also take this opportunity, on a yearly basis, to remind our members that all ADP positions must be made through the BCSLA directly even when municipal staff reach out to our members if they are interested on joining or reapplying for a second term. If there is ever any uncertainty please contact the BCSLA with any questions on procedures.

I believe this report along with the updated list below, gives an accurate overview of the Sub-Committee's activities for the previous year and extend to all members to contact me directly with any suggestions or experiences encountered.

To all those who have come forward offering to participate on Advisory Design Panels - once again a very big thank you for taking the time helping to make the advisory design panels the successes they are!

Local Government	BCSLA Registered Landscape Architect	Term Ending
City of Colwood	Paul de Greeff	December, 2019
City of Chilliwack	Blair Arbuthnot	December, 2018
Corporation of Delta (1yr terms)	Clark Kavolinas (2) Ritti Suvilai	February, 2019 February, 2019
City of Duncan	Cam Campbell	July 19, 2019 (pending)
City of Esquimalt	Jill Singleton (2) Bev Windjack	June 30, 2018 June 30, 2019
District of Maple Ridge	Stephen Heller Shan Tennyson	December, 2019 December, 2018
City of Nanaimo	Frank Basciano	March, 2018
City of New Westminster	Sarah Siegel Meredith Mitchell (2)	January, 2020 January, 2019
City of North Vancouver	Marlene Messer Katya Yushmanova	January, 2020 January, 2019
District of North Vancouver	Steve Wong (2) Carolyn Kennedy	December, 2019 December, 2019
City of Parksville	Nigel Gray	December, 2018
Village of Pemberton	TBD	
District of Pitt Meadows	Matt Harbut (2)	December, 2019
City of Port Moody	Lydia Mynott (2)	August, 2019
City of Richmond	Amber Paul Doug Shearer (2)	December, 2018 December, 2018
City of Saanich	Graham Gidden Cynthia Hildebrand	December, 2018 December, 2019
District of Squamish	Jenna Buchko Crosland Doak (2)	September, 2018 September, 2019
Squamish Nation	Grant Brumpton	August, 2018
City of Surrey	Mike Enns (2) Daryl Tyacke (2)	December, 2019 December, 2018

**British Columbia Society of Landscape Architects
2018 Annual General Meeting Report**

ADVISORY DESIGN PANEL SUB-COMMITTEE REPORT (cont.)

Vancouver (1st Shaughnessy)	Dean Gregory Lu Xu (2)	November 4, 2018 November 4, 2018
City of Vancouver	Colette Parsons David Jerke (2)	December 3, 2019 December 3, 2019
City of Victoria (18mo. terms)	Elizabeth Balderston Deborah LeFrank	December. 2018 December. 2018
District of West Vancouver (1yr terms trans to 2yr terms)	Liane McKenna Jason McDougal	January, 2019 January, 2020
Resort Municipality of Whistler (1yr terms)	Kristina Salin (3) Julian Pattison (3)	December, 2018 December, 2018
City of White Rock	Kyoung Bae Park	December, 2019
UEL	Nancy Paul (2) Lu Xu	January, 2020 January, 2019
UBC	Kelty McKinnon	September, 2019

- Numbers in brackets () indicates term reappointment.
- 'Pending' are appointments not finalized in time prior to the AGM Report submission.

Respectively Submitted By:
Al Tanzer / ADP Sub-Committee Chair
April 2018



British Columbia Society of Landscape Architects 2018 Annual General Meeting Report

INSURANCE REPORT

General Insurance Products for BCSLA Members

These broad range of products are available from Mumby Insurance Brokers Inc. who have worked with landscape architects for more than 25 years. This voluntary program is a benefit of your BCSLA Membership. You can choose from the following options:

- i) VIP service for your home, and other personal insurance needs. Plus, you may be eligible for additional discounts such as mature driver, multi-policy, home alarm system, conviction-free, and more.
- ii) Long term disability, office overhead insurance, extended health care and dental insurance, term life insurance and personal accident insurance or any other life or health insurance protection need you may have.
- iii) Business Insurance protection – professional liability, office insurance, cyber liability insurance protection, directors and officers insurance, and more!

Professional employees such as technologists, arborists, planners, etc, working for landscape architectural firms are also eligible for benefits, within the BCSLA Group Insurance program.

To find out more, please visit <http://mumby.com/landscape-architects-insurance> or contact at Mumby Insurance by telephone at (800) 446-5745 or by email at getaquotenow@mumby.com.

Group Liability Insurance & Errors and Omission Insurance

Metrix Insurance Brokers Inc. and XL Insurance (underwriter) continue to provide competitively priced group liability insurance to our Members and firms.

This group policy is customized to include many features unique to landscape architecture. Premiums have remained stable for the past five years. Firms with fees less than \$300,000 / year can expect no premium increase. Firms with greater than \$300,000 in fees can anticipate a premium increase between 2% and 3%, depending on the fee growth and whether projects are domestic or foreign countries.

Participating firms are encouraged to enroll in a professional liability education program (PLEP) to increase their knowledge and awareness of liability insurance issues. Each firm that successfully completes various short programs receives a 10% discount on their premium.

Metrix continues to host a yearly one day seminar, which qualifies for the 10% discount and BCSLA continuing education points. This year the dates for the annual XLDP / Metrix seminars are scheduled as follows:

Tuesday, May 1, 2018 - 9:00 am – 12:00 pm noon
Delta Hotels by Marriott Victoria Ocean Pointe Resort, Victoria, BC,

Wednesday, May 2, 2018 – (morning & afternoon sessions)
Marriott Vancouver Pinnacle Downtown Hotel, Vancouver, BC

Claims specific for Landscape Architects:

- i. General and often unfounded allegations related to overland drainage and resulting damages
- ii. 'trip and fall' claims where the allegation is that the landscape architect's design caused parties to slip and injure themselves
- iii. condominium ground water erosion which caused damage, and
- iv. underground parkades and roof top gardens where the envelope failed causing water seepage / ingress to parkade/building. The landscape architect was not responsible for the envelope failure but named in the action. Insurer must defend the landscape architect.

In addition, Metrix Insurance is now offering Cyber Liability coverage as a result of rising amount of cybercrime. This policy can be specifically written to offer protection to specific risks faced by landscape architectural firms, such as cyber liability, business interruption, extortion, computer crime, and social engineering fraud losses.

For further details, free quotes, and particulars relating to your needs, please contact Rob McLeod at Metrix Professional Insurance Brokers Inc. by telephone at (604) 629-2680 or by email at rmcleod@mpib.com.

British Columbia Society of Landscape Architects 2018 Annual General Meeting Report

INSURANCE REPORT (cont.)

Other Insurance Options

As indicated last year, the BCSLA entered into an agreement with InsureLine Brokers Nexus to provide another alternative for business insurance office packages for our members. For further details and free quotes contact Nathan Cheng or Ken Addison at # 303 – 566 Lougheed Hwy., Coquitlam, BC V3K 3S3. (Tel) 604-420-2501, (email) nathan.cheng@insureline.com

This report was prepared by Tara Culham, BCSLA Executive Director with information provided by Anthea Mumby, Rob McLeod and Ken Addison. We thank them for the assistance. Jay Lazzarin, LMBCSLA, stepped away from the BCSLA Insurance Sub-Committee in 2017. He served BCSLA well. A successor will be identified soon.

April 2018

EXECUTIVE DIRECTOR'S REPORT

In October 2017 BCSLA the BCSLA Five-Year Strategic Plan was approved by the Board of Directors. The Board, volunteers and staff began to implement the Plan and we are pleased to report that progress has been made and will continue over the next few years.

As a result of the hard work by volunteers the membership has remained steady, the financial standing is solid and we continue to offer Members and Associates quality programs, services and activities. Please refer to the Director and Committee Reports for a detailed updates on initiatives that were undertaken since the last AGM.

There are plenty of BCSLA events coming up this year – Mark your calendars!

2018

May 10-12	BCSLA Annual Conference, Showcase & AGM	JW Marriott Parq Vancouver
May 11	BCSLA Drawing in the Land 2 Exhibition Launch	JW Marriott Parq Vancouver
June 1	UBC SALA Landscape Design & Management Symposium	Dr. Sun Yat-Sen Gardens
June 9	BCSLA/NATS Nursery Ltd. – Nursery Tour	Langley, BC
June 12	Annual Fellows and Volunteer Appreciation Garden Party	Westin Bayshore Vancouver
June 27	Free Webinar to Launch BCSLA/ISCBC/REFBC Invasive Species E-Learning Program (LUREE)	Kelowna, BC
September	BCSLA Regional Meeting	UBC Robson Square
November 2	UBC SALA Garden Design Lecture – Dan Hinkley	Hotel Vancouver
November 23	BCSLA Lower Mainland Festive Celebration	Kelowna/Kamloops
December	BCSLA Interior Chapter Festive Celebrations	Victoria/Nanaimo
December	BCSLA Island Chapter Festive Celebrations	Whistler
December	BCSLA Whistler/Squamish Fiesta	

2019

May 6-8	CSLA Annual Conference hosted by BC	Westin Bayshore Vancouver
May 8-10	BC Land Summit	Westin Bayshore Vancouver

Stephanie Nguyen, Member Services Coordinator, and I extend our thanks to the BCSLA Board for their guidance and support. Also, thank you to the volunteers who take time away from busy professional and personal lives to provide their expertise and energy to the profession and the Society.

Respectfully Submitted By:

Tara Culham

Executive Director & BCSLA Honourary Member

British Columbia Society of Landscape Architects 2018 Annual General Meeting Report

2018 AGM SPECIAL RESOLUTION #1

Proposed Landscape Architecture Project IV Funding

Background

The Landscape Architecture Project (LAP) began in 1995 in an effort to update the Architects (Landscape) Act, BCSLA Bylaws and Code of Ethics to streamline and improve the day-to-day operation of the Society. At that time the membership had expressed a desire to focus on the following areas:

- Advocacy - develop material that would promote the BCSLA and the contributions its members make to communities throughout British Columbia.
- BCSLA Act/Bylaws - continue the ongoing review and refinement of the acts, objects and Bylaws that govern the society and its members.
- Membership Review - explore opportunities to expand membership in the BCSLA and continue to assess current membership needs to ensure the Society's activities reflect the interests of BCSLA members.

The BCSLA Board of Directors and volunteers have completed LAP I, LAP II and LAP III. Approximately \$27,938 remains in the Special Levy Fund. These funds must only be used for initiatives consistent with the Landscape Architecture Project and can only be released from the account by a motion approved by the membership.

With the guidance of volunteers and after much deliberation LAP I was completed in 1998 with the creation of the Professional Practice Handbook which was circulated to all Members upon completion. The Handbook is out of date and is no longer in circulation.

LAP II was approved by the Membership in March 2001 and led to the adoption of a new set of Bylaws and Standards of Professional Conduct and Practice at the March 2002 AGM.

LAP III was approved by the Membership in 2004 which allowed legal counsel and a communications consultant to research updates to the Architecture (Landscape) Act. BCSLA volunteers met with provincial government officials to request a review of revisions to our Act. The government indicated that revisions would not be on the legislative agenda in the near future.

The Special Levy Account transactions have been limited since 2004 as a result of the decision by government to not review the Architects (Landscape) Act and the anticipation of funding from government agencies that support labour mobility and foreign credentials recognition. Funds have been invested in a term deposit that earns a small amount of interest in a dedicated VanCity account. The accounts have been adjusted on the advice of Mahmoud Virani, BCSLA Auditor, to comply with standard accounting practices.

In 2007 and 2008, the BCSLA volunteers and staff successfully applied for funding from the federal and provincial government to support other licensure issues including, but not limited to: labour mobility, foreign credentials recognition, online tracking of BCSLA Intern experience and exams, monitor foreign trained professionals online, provide online multi-lingual licensure information and self-assessment tools, hold discussions with the AALA, MALA and OALA and update the websites. Future grant applications were postponed in line with priorities that were defined by the BCSLA Board and due to changes in government funding process. We may pursue funding to support labour mobility requirements under the Agreement on Internal Trade and other inter-provincial agreements in line with the BCSLA Five-Year Strategic Plan imperatives.

The BCSLA Board of Directors took a thorough look at the 2013 CSLA Reciprocity Agreement and initiated a legal review of the document. While the BCSLA is in favour of establishing national standards for the profession, it was concluded that BC could not sign the document based on the legal review. In 2017 the CSLA launched a process to review, and potentially revise and re-sign the agreement by forming a Reciprocity Agreement Review Committee. The BCSLA Board of Directors will be conducting a concurrent review to determine what is required to move forward as a signator of the new CSLA Reciprocity Agreement.

The standards to qualify for professional membership in BC are amongst the most stringent in the country. BCSLA utilizes the LARE as a benchmark for confirming the knowledge and skills related to protection of the health, safety, and welfare of the public. Education, examination and experience standards for membership registration in BC currently coincide with jurisdictions outside Canada which results in increased professional mobility to and from BC. Our membership with CLARB and incorporation of the LARE into our registration requirements provides a foundation for mobility amongst a wide variety of jurisdictions. We recognize our responsibilities under the AIT as it relates to other legislated provinces. Furthermore BCSLA is committed towards engaging Ontario and Alberta in achieving harmonization in membership categories which will be a step in the right direction in establishing nation-wide reciprocity for Landscape Architects.

**British Columbia Society of Landscape Architects
2018 Annual General Meeting Report**

2018 AGM SPECIAL RESOLUTION #1 (cont.)

Discussion:

At the 2014 BCSLA AGM the Members agreed by Special Resolution to allocate funding from the Special Levy Account in the amount of \$10,000 for the Landscape Architecture Project IV for 2015 to 2017. Expenses allocated to the LAP IV were approximately \$4,000 for the 2015 Breakfast Meeting with MLA's and BCSLA volunteers in Victoria and staff training on issues related to immigration and labour mobility.

As of February 28, 2018 the BCSLA Special Levy funds were:

Special Levy Account at Vancouver City Savings	\$8,214.37
Special Levy Term	19,723.71
TOTAL (unaudited)	\$27,938.08
Estimated Term Deposit Interest (2017 only)	522.68
TOTAL (est):	\$28,460.76

When the Special Levy Escalating Term expires on May 12, 2018 it is estimated that \$522.68 in interest will be earned for the 2017/2018 year. This will be a total of \$908.88 in interest earned from 2015 to 2018 that was deposited to the Special Levy Account. In keeping with Standard Accounting Practices the interest must be transferred to the new Special Levy Term deposit. The Board of Directors continues to work on LAP IV and are requesting a funding allocation as detailed below. The 2018-2020 three-year dates match the Bylaw review schedule in compliance with BCSLA Bylaws.

Balance of the LAP Fund	\$28,460.76
2018-2020 Project Funding Request	6,100.00
Proposed Balance of LAP Funds	\$22,360.76

Special Resolution #18

That the BCSLA allocate a maximum of \$6,100 from the Special Levy fund for the period 2018 to 2020 in support of the Landscape Architecture Project IV. The funds will be used at the discretion of the Board of Directors legal reviews of the Architects (Landscape) Act, Bylaws and Standards of the Profession to work towards labour mobility and foreign credentials recognition in provinces where the profession is regulated with a view to establishing a template for labour mobility across Canada. If the funds are not expended they will remain in the Special Levy Account

Prepared By:

Scott Watson, President

Cynthia Hildebrand, Treasurer

April 2018

NB: In accordance with BCSLA Bylaw 3.26:

All resolutions passed at an annual general meeting shall be passed by ordinary Resolution of a majority of the quorum (fifty percent plus one (50% +1), except Special Resolutions which require a vote of seventy-five percent (75%) to pass. A complete copy of the BCSLA bylaws is available at www.bcsla.org.

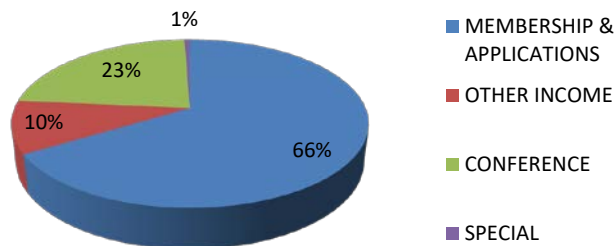
2018 'BCSLA Budget Forecast (Unaudited)

Approved: April 6, 2018

REVENUE

MEMBERSHIP & APPLICATIONS	343,700.00
OTHER INCOME	52,250.00
CONFERENCE	118,700.00
SPECIAL	3,000.00
TOTAL	517,650.00

2018 BCSLA Revenue (draft)



NOTES:

GENERAL LEDGER

Sitelines
Conference Registration
Showcase Booth

COMMENT

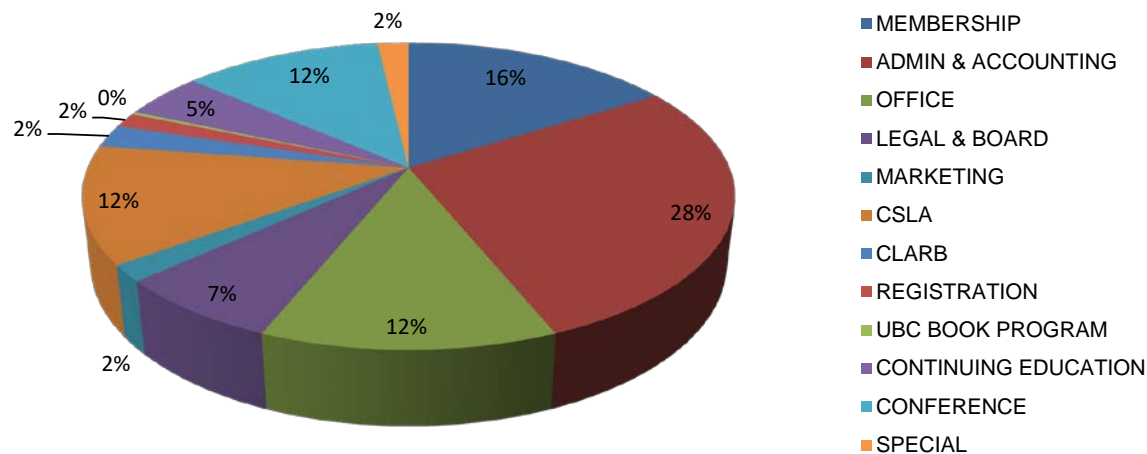
To be adjusted by Auditor
Fees increase due to online payment fees
Increased exhibitor booths available.

2018 'BCSLA Budget Forecast (Unaudited) Approved: April 6, 2018

EXPENSES

MEMBERSHIP	83,200.00
ADMIN & ACCOUNTING	143,600.00
OFFICE	64,000.00
LEGAL & BOARD	36,730.00
MARKETING	9,000.00
CSLA	64,000.00
CLARB	12,420.00
REGISTRATION	7,900.00
UBC BOOK PROGRAM	1,500.00
CONTINUING EDUCATION	24,800.00
CONFERENCE	61,000.00
SPECIAL	9,500.00
TOTAL	517,650.00

2018 BCSLA EXPENSES (draft)



NOTES:

	GENERAL LAGER	REQUEST	AMOUNT	REASON	STATUS
A	Sitelines	PPR	\$1,000	Sitelines Review	Complete
B	Committee Expenses	PPR	\$3,000	Meeting Expenses	Complete
C	Committee Expenses	CE	\$2,000	Meeting Expenses	Complete
D	Community Outreach*	PPR	\$1,000	Community Outreach	Complete
E	Interior Chapter	Board	\$10,000	Regional Meeting	Complete
F	Bank & Visa Charges	Board	\$5,000	Online Fee Processing	Complete
G	CE-Online Web	PPR	\$16,000	Website Review	Complete
H	CE -Online Web	CE/Board	\$3,000	Website Updates	Complete
I	sitelines.org	PPR	\$4,000	Website Review	Complete
J	CE Courses	CE	\$2,000	Program & Enforcement	Complete
K	Communications SC	PPR	\$2,000	Graphics & Exhibition	Complete
L	Special Levy	Board	\$6,100	Bylaws, Advocacy	TBC

*PPR also requested \$6,000 for 2018 UBCM booth. There is no UBCM tradeshow in 2018. If a BCSLA speaker is selected for 2018 UBCM Conference then funds may be allocated to the Community Outreach line item.