



**Ontario Association of Landscape Architects
Draft Minutes
43rd ANNUAL GENERAL MEETING
2:00 p.m., Friday, March 25, 2011
At The Bram & Bluma Appel Salon at the Toronto Reference Library, Toronto, Ontario**

President, Glenn O'Connor, presiding.

1. CALL TO ORDER

The 43rd Annual General Meeting was called to order at 2:00 p.m. by Glenn O'Connor, President.

2. ANNOUNCEMENTS

- (a) There was a moment of silence to remember those members of the Association who have passed away since the last Annual General Meeting: John Belan, Gregory Rich, Macklin Hancock and John Altorio.
- (b) The President thanked the sponsors: Unilock Ltd., ABC Recreation Ltd., Thames Valley Brick & Building Products, Soprema, Hutcheson Sand & Mixes, PremierTech Biotechnologies, Stresscrete Group/Tymat Solutions, Gro-Bark, Hunter Industries Incorporated/FX Luminaire, Jambette Playground Equipment, Philips/Lumec, Hanson Hardscapes, Maglin Site Furniture Inc., ProForm Insurance Services, Mumby Insurance Brokers Inc., Trystan Site Furnishings, Active Playground Equipment, Brampton Brick Limited/OAKS Pavers and Walls, and Landscape Forms Inc. for supporting the OALA's Annual General Meeting.
- (c) The President introduced the Council members seated at the head table: Glenn O'Connor, President, Joanne Moran, Vice President, Lawrence Stasiuk, Past-President, Bryce Miranda, Treasurer, Johanna Evers, Secretary, Sarah Koeppe, Councillor, Morteza Behrooz, Councillor, Linda Thorne, Lay Councillor, Sean Kelly, UofG Appointed Representative and Leila Fazel, UofG Student Representative.

Other members of Council not present were recognized: Suzanne Hajdu, Senior Associate Representative, Elise Shelley, UofT Appointed Representative, and Peggy Chi, UofG Student Representative.

- (d) The President introduced OALA staff members: Karen Savoie, Registrar; Aina Budrevics, Coordinator; and Ronda Kellington, Administrator.
- (e) The President thanked the AGM Organizing Committee for all their efforts: Victor Ford, Marianne Mokrycke, and Stephen Barnhart, assisted by the OALA Administrator and Vice

President. Thanks were also given to those volunteering throughout the day: Leila Fazel, Maria Muszynska, Sandra Neal, Leah Ward and Suzanne Hajdu.

3. APPOINTMENT OF RECORDING SECRETARY

The President asked OALA Administrator Ronda Kellington to act as Recording Secretary of this meeting. Ronda accepted.

4. NOTICE OF MEETING

The President confirmed that a notice of the Annual General Meeting was announced on the OALA website and was included in a mailing to the full membership on February 14, 2011 along with a proxy form. Therefore, the bylaw requirement of fourteen (14) days prior notice was met. This notice also invited members to submit items of other business for the Agenda.

5. MEETING REGULARLY CONSTITUTED

The President addressed the Registrar to ask if the required number of full (voting) members was present in-person or by proxy to constitute quorum. The Registrar advised there are 116 members present in-person or by proxy. The number required is 84.

The President declared that the meeting is regularly called and properly constituted for the transaction of business.

6. MOTION TO ADJOURN

The President asked for a motion to adjourn the meeting at 4:30 p.m.

Moved by: Don Naylor **Seconded by:** Linda Irvine
CARRIED.

7. APPROVAL OF THE AGENDA

The Agenda for the meeting was provided to all those in attendance when they registered. Items to be included are listed in the OALA Bylaws (section 7.2). The President asked if there were any additional items of business. The President noted an item for Other Business, a procedural refinement that adds the title of Administrator to the bylaw. The President asked for a motion to approve the Agenda, as amended.

Moved by: Victor Ford **Seconded by:** Judith Wright
CARRIED.

The President asked for a motion to approve the reordering of business from that outlined in the bylaws (section 7.2) for ease of presentation of information.

Moved by: Lawrence Stasiuk **Seconded by:** Don Naylor
CARRIED.

8. APPROVAL OF THE MINUTES OF THE 2010 AGM

The President asked for a motion for adoption of the Minutes of the last Annual General Meeting of the Association held on June 5, 2010 in Ottawa, Ontario. With the permission of the meeting, reading of the Minutes will be waived since copies were distributed with the Notice of this meeting.

Moved by: Johanna Evers **Seconded by:** Marius de Bruyn
CARRIED.

9. PRESIDENT'S REPORT AND RECOGNITION OF NEW MEMBERS

Glenn O'Connor welcomed new, full members of the Association:

Beverley Ambler	Normand Guenette	Antonio Medeiros
Emily Andreae	Jennifer Hackett-Moore	Darlene Myrie
Mike Barker	Yang Huang	Alissa North
Sara Bellaire	Viive Mai Kittask	Jason Parks
Robin Campbell	Kathy Kozlowicz	Dali Peng
Lei Chang	Kendra Kryszak	Matti Rukholm
Ray Chong	Clara Kwon	Veronica Schroder
Deanne Christie	Svetlana Lavrentieva	Eric Stadnyk
Phillip Collins	Jonathan Loschmann	Mark Steele
Claude Cormier	Sarah Marsh	Mark Taylor
Sarah Culp	Denis Massie	Michael Thistle
Alana Evers	Hoda Matar	Leah Ward
Eric Gordon	Lisa McNiven	Jordan Wu

Glenn O'Connor then presented his report to the members:

Glenn recognized Council and noted the cross section of Councillors is dynamic and represents the demographics of the association. The staff at the OALA office was recognized.

Glenn noted that throughout the day members will hear the Association is strong – it is in good financial health, and the Treasurer will give more details of that and highlight activities of the Association in the past year as well as where we're going in the next three years. Most critically, the OALA has a vision.

Some of the day-to-day activity is run by Executive Committee and those five members were recognized – Glenn O'Connor, President, Joanne Moran, Vice President, Bryce Miranda, Treasurer, Johanna Evers, Secretary, and Lawrence Stasiuk, Past President. Glenn thanked them for all their hard work. It takes a lot of effort and Executive Committee is the backbone of the Association. The Registrar and Administrator work with this group too, and without all these people the business of OALA would not be completed.

One great news story is that the Association has over 1,400 members in all categories, including 791 full members since December 2010, and that number is growing. OALA welcomed 55 new associate members in 2010. And from the earlier presentation members will know OALA has 320 members who have reached 25 years plus. It is a significant milestone in the Association's history.

Glenn highlighted the LARE Exam and tutorial process and noted the resources and support OALA provides to the Associates, and that it is paying dividends. OALA's pass rates are above average. It is a good sign of healthy growth for the association in the future.

Important inroads have been made with colleagues in Ottawa and Landscape Architecture Ottawa is an enthusiastic group, about 75 members strong. OALA's Lay Councillor Linda Thorne is from Ottawa and Vice President Joanne Moran represents the chapter well. Joanne and Glenn met with the Civic Institute of Professional Personnel in Ottawa as part of OALA's outreach. CIPP represents professionals in the public sector in Ottawa and OALA discussed with them the importance of Landscape Architects and that LAs as a classification should be enshrined in their documentation. OALA has made its position clear.

Two surveys were carried out in the fall of 2010, one connected to strategic planning and the other to ask about the AGM. In the AGM survey members told OALA they wanted a one-day event, on a weekday in March, and here we are. OALA listened and by coming out today, members have shown it is what they wanted.

The data from the strategic plan survey gave Council the information and tools to make decisions and set up the plan. It will be discussed later in the agenda. Simply, the new plan is a set of directions linked to the budget, and it is a go-forward direction from the membership, what is important to members. Now the budget can be allocated appropriately. These were important events.

In summer and fall the OALA budget committee created a reserve fund investment strategy that was approved by Council in January 2011. Simply, a policy has been put in place and the money has been invested including day-to-day banking which has been moved to gain more interest. It is a very positive change.

The OALA golf tournament was held August 13th at Granite Ridge and had 140 attendees. Ski Day was held at Craighleith on February 12th, with 85 participants. Both of these events are important because they allow OALA, through funds raised from members and sponsors, to give \$10,000 to University of Guelph and University of Toronto students.

Glenn had the privilege of meeting with a delegation from China on June 17th. It was an interesting delegation and they were here to talk about protection and maintenance of natural systems on a large scale. The delegation made only two stops in Ontario, one to Glenn's office and the other to the RBG, at Glenn's suggestion. Then they went to New York and back home from there. The connection came through the Ministry of Natural Resources, who didn't know what to do with the delegation, so it was beneficial for outreach that OALA could respond.

In fall 2010 Rich McAvan, Stephanie Snow, Aina Budrevics and Glenn visited both the University of Guelph and University of Toronto to meet with students. Both were successful meetings, and OALA was able to talk about LARE and how to become members of the Association.

Glenn also met with the President of Professional Engineers Ontario. PEO represents 75,000 engineers in the province of Ontario. It was a good opportunity to open a dialogue and OALA is generally trying to do these sorts of things, to raise awareness. OALA also recently wrote two letters. One was to the Ministry of Tourism and Culture to discuss RiNC applications for infrastructure funding because Landscape Architects were not allowed to sign the applications. That has now been changed and LAs are allowed to sign the applications. Glenn also wrote to Landscape Ontario. Members have run into the situation that LO's awards program does not recognize our members as

designers of projects. OALA has asked Landscape Ontario to include space on the application forms so that Landscape Architects are recognized for their work.

It has been a busy time and that represents an overview of the work. Without the support of all of the team at the office and all of Council, these types of things could not have happened. Glenn noted he is also supported by his business partner Marianne Mokrycke and his office staff, allowing him to spend more time on OALA work.

Finally, in terms of 2011, the clear message OALA will be delivering, as we move forward, is that Landscape Architects are the recognized professionals and respected leaders in physical environment planning and design whose expertise contributes to creating healthy, safe and livable communities and sustainable landscapes. We will be pushing that message and branding to the public and allied professionals as OALA moves forward.

10. TABLING OF THE 2010 ANNUAL REPORT

The 2010 Annual Report was posted on the OALA website on March 10, 2011 for members to access. We wish to table the Annual Report without any formal presentations and to entertain only questions for clarification. The Treasurer's report will be dealt with separately later in the agenda.

The President asked for a motion for adoption of the 2010 Annual Report, as presented.

Moved by: John Consolati

Seconded by: John Sakala

CARRIED.

11. PRESENTATION OF THE 2011-2013 STRATEGIC PLAN

A copy of the approved 2011-2013 Strategic Plan was provided to all those in attendance when they registered. It has also been available on the OALA website since March 10, 2011. This document replaces a previous, outdated strategic plan. A three-year window is presented in this new plan. As well, an OALA vision has been added – ***“The OALA’s vision is to advance landscape architects as recognized professionals and respected leaders in physical environment planning and design whose expertise contributes to creating healthy, safe and liveable communities and sustainable landscapes.”*** The new plan also recognizes that OALA is a component organization of CSLA and that the two organizations will work together whenever possible for the benefit of the profession.

From the feedback gathered through an on-line survey of members and focus groups, five strategic goals were developed.

- Number one: Build awareness of the value of Landscape Architects through increased marketing and communications to both internal and external audiences.
- Number two: Create opportunities for Landscape Architecture professionals and protect the profession.
- Number three: Create a government relations program that advocates for the Landscape Architecture profession.
- Number four: Offer a vibrant continuing education/professional development program.
- Number five: Engage members and improve their perception of the value of the profession.

The layout of the document was reviewed with activities presented by year, then quarters as timelines. The report will allow Council to update members on progress and tie activities to specific

budget lines. The President noted there are many different aspects to the plan, and he encouraged members to review it and send any concerns or comments to Council.

12. TREASURER'S REPORT

Bryce Miranda presented the Treasurer's Report.

(a) Report of the Auditor

The report of the auditor and the accompanying financial statements for the fiscal year ending December 31, 2010 are part of the 2010 Annual Report and have been available for review.

Motion: That the financial statements and the report of the auditor for the fiscal year 2010 be accepted.

Moved by: Bryce Miranda **Seconded by:** Yvonne Battista
CARRIED.

(b) Appointment of the Auditor

Motion: That Kriens-LaRose Chartered Accountants be appointed auditors of the Ontario Association of Landscape Architects for the fiscal year, 2011.

Moved by: Bryce Miranda **Seconded by:** Johanna Evers
CARRIED.

(c) OALA Reserve Fund

Bryce Miranda reported there is \$192,560 in the reserve fund at January 8, 2011. A new reserve fund policy was approved by Council in 2010 to improve the return on OALA's investment.

(d) Review of Auditor's Statement

Bryce Miranda reviewed the 2010 financial statements, presenting details on revenue and expenses, and responding to questions from members.

(e) 2011 Budget

The draft 2011 budget was circulated with the Agenda of the Annual Meeting. The Treasurer reviewed some of the budget highlights and responded to questions.

Motion: To adopt the 2011 OALA budget.

Moved by: Bryce Miranda **Seconded by:** Robert Norman
CARRIED.

(f) Fixing of 2012 Membership Dues

Motion: That annual membership dues for 2012 be increased as follows:

Full member dues:	\$450.00
Associate members:	\$132.00
After 7 th year of Associate status:	\$330.00
Affiliate members:	\$120.00

Moved by: Bryce Miranda **Seconded by:** Victor Ford
CARRIED.

Discussion followed and questions were asked about the reason for the increase.

(g) Three-Year Forecast

Bryce Miranda moved to the presentation of the three-year forecast as explanation for the requested increase in member dues for 2012.

Bryce Miranda thanked the Budget Committee for their assistance throughout the year.

13. CONFIRMATION AND RATIFICATION MOTIONS

Motion: That all actions taken by the Council since the last Annual General Meeting be, and the same are, hereby ratified, approved and confirmed.

Moved by: Glenn O'Connor

Seconded by: Marius de Bruyn

CARRIED.

Motion: That all Councillors be indemnified and saved harmless out of the funds of the Association against any costs and expenses incurred respecting the execution of their office.

Moved by: Glenn O'Connor

Seconded by: John Sakala

CARRIED.

14. REPORT OF THE NOMINATING COMMITTEE

The President called upon Lawrence Stasiuk, Nominating Committee Chair, to present the slate of nominations for election to Council.

The OALA bylaws provide for seven full members to be elected to Council for two-year terms in addition to the immediate Past President. There are three vacancies on Council for the 2011-2012 term. Councillors who continue for the second year of their terms are Joanne Moran, Bryce Miranda, Sarah Koeppe and Morteza Behrooz.

Glenn O'Connor's, Johanna Evers' and Lawrence Stasiuk's two-year terms on Council have ended. Lawrence Stasiuk is serving as Past President.

Nominations were received prior to this meeting for OALA Council, for:

Alana Evers

Johanna Evers

Henry Kortekaas

Jonathan Loschmann

Glenn O'Connor

Lawrence Stasiuk asked for nominations from the floor. He called three times asking for any additional nominations. None were forthcoming. Lawrence asked for a motion to close nominations.

Moved by: Tim Dobson

Seconded by: Colin Berman

CARRIED.

Lawrence Stasiuk noted that there are five nominees for three positions and an election is required. Each nominee was invited to speak briefly to the meeting.

The President appointed Aina Budrevics and Neeltje Slingerland as returning officers, and Karen Savoie as Scrutineer. Ballots were distributed and time was given for members to cast their ballots before they were collected. While ballots were being counted, the meeting continued.

15. REPORT ON MANDATORY CONTINUING EDUCATION

Lawrence Stasiuk presented the January 8, 2011 OALA Council Recommendation Report. The report was provided to all those in attendance when they registered.

Motion: That OALA adopt a mandatory continuing education policy as outlined in draft policy document CE-10, and, that a task force be struck to determine the details of the program to implement a mandatory continuing education credit and reporting program with a phased in approach subject to: (a) the details of the program be refined and publicized to the membership in 2011; (b) the program begin as a voluntary program in 2012, and the start date of the mandatory continuing education program be January 1, 2013.

Moved by: Lawrence Stasiuk **Seconded by:** Marianne Mokrycke

Discussion ensued. Jim Melvin requested the motion address the need for members to understand the financial implications. Mr. Melvin asked for additional amendments and Lawrence Stasiuk ruled the amendments were no longer friendly. The question was called.

MOTION DEFEATED.

As it was close to 4:30 and important business remains, the President asked for a motion to extend adjournment of the meeting until 5:00 p.m.

Moved by: Glenn O'Connor **Seconded by:** Victor Ford
CARRIED.

Continuing with the issue of mandatory continuing education, Jim Melvin made a motion.

Motion: That a task force be struck to determine the details of the program to implement a mandatory continuing education credit and reporting program, including financial implications, and report back at the AGM in 2012.

Moved by: Jim Melvin **Seconded by:** Marius de Bruyn
CARRIED.

The membership asked that the report be disseminated a minimum of one month prior to the 2012 AGM.

16. CSLA REPORT (from CSLA President, Neil Dawe)

Lawrence Stasiuk introduced CSLA Executive Director Paulette Vinette who discussed CSLA's programs and priorities including World Landscape Architecture Month activities, a new website, outreach to youth, the association magazine Landscapes/Paysage, and the draft reciprocity agreement.

Noting the time, the President asked for a motion to extend adjournment of the meeting to 5:30 p.m.

Moved by: Joanne Moran **Seconded by:** Bryce Miranda

CARRIED.

Paulette Vinette introduced Neil Dawe, CSLA President. Neil discussed CSLA's work with component organizations to ensure a relevant and successful future for Landscape Architects. Neil is focused on engaging youth and the CSLA membership. He supports licensure as a means to build awareness of Landscape Architects with other professions. CSLA also sees political influence as important and looks forward to the continuing dialogue with OALA.

17. ELECTION RESULTS

Lawrence Stasiuk announced the results of the election. Jonathan Loschmann, Johanna Evers and Glenn O'Connor have been elected to Council. Lawrence thanked all those who stood for election. Lawrence asked for a motion to destroy the ballots.

Moved by: Judith Wright **Seconded by:** Alexander Budrevics
CARRIED.

Nominations by Associate Members for representatives to Council were requested prior to the meeting. Two nominations were received for the one-year position of Senior Associate Representative and Neeltje Slingerland was elected. One nomination for the position of Junior Associate Representative was received and Jonathan Woodside was acclaimed.

The following Council appointments were highlighted: Lay Councillor, Linda Thorne; University of Guelph Educator, Sean Kelly; University of Toronto Educator, Elise Shelley; University of Guelph Student Representative, Leila Fazel; University of Toronto Student Representative, Peggy Chi.

18. 2012 OALA AGM VENUE

The President reported that a decision about the 2012 AGM location and venue will be made by the new Council, and that survey results will be considered in making the decision.

19. OTHER BUSINESS

The President introduced a procedural refinement related to wording in the OALA bylaws and gave the background on the issue. The motion is in three parts.

Motion:

1. Moved that the amendment to the general bylaw enacted by Council to delete all seven references in the bylaw to the title of the office of "Executive Director" and to substitute the title "Administrator" therefore be and is hereby sanctioned;
2. Moved that the requirement for notice to amend the bylaws as above be waived; and
3. Moved that the amendment shall be deemed to have come into force on June 30, 2009.

Moved by: Glenn O'Connor **Seconded by:** Joanne Moran
CARRIED.

The President asked if there was any other business a member would like to bring to the meeting.

Bryce Miranda gave a quick overview of the new OALA website. He noted it is almost complete and that a freelancer has been contracted to help finalize it.

Johanna Evers announced that OALA is hosting a public forum, "Whose Park Is It?" on April 7, 2011.

Tim Dobson asked that a practice act task force be struck and Glenn O'Connor noted it will be happening, as outlined in the strategic plan.

20. ADJOURNMENT

There being no further business to be brought before the meeting, the President asked for a motion to adjourn the 2011 Annual General Meeting of the Association.

Motion: That the 2011 Annual General Meeting of the OALA be adjourned.

Moved by: Jim Melvin

Seconded by: Jim Vafiades

The meeting adjourned at 5:20 p.m.

The President thanked everyone for attending.

DRAFT