

# Minutes of the meeting of the Board of Directors,

Saturday, November 3, 1984 at 1470 Edgecliffe Ave.,  
Ottawa, at 2:20 p.m.

PRESENT: Christina Cameron, President  
Douglas Franklin, Vice-President  
Dana Johnson, Treasurer  
Don Lovell, *Bulletin* editor  
Shane O'Dea, Newfoundland  
Garry Shutlak, Nova Scotia  
Robert Lemire, Quebec  
Sheila Grover, Manitoba  
Stuart Lazear, Saskatchewan  
Susan Algie, Alberta  
Alastair Kerr, British Columbia

The meeting was chaired by the President, who began the meeting by welcoming all present, especially new members, Sheila Grover and Stuart Lazear.

## 1 Minutes of the June 6 and June 7, 1984 meetings of the Board.

It was moved by Shane O'Dea, seconded by Dana Johnson and carried that the Minutes of the June 6 and 7, 1984 Board meetings held in Rockwood and Kitchener, Ontario, respectively, be adopted.

## 2 Vice-President's Report

Douglas Franklin reported on the work of the newly created editorial board for the review of annual meeting proceedings for publication in the *Bulletin*. One paper from the 1984 meeting has been published in the October 1984 *Bulletin*. The Board is aiming for editorial consistency in the published proceedings; the choice of a particular prose style, along with other established criteria for the writing and editing of papers, should ensure consistency and ultimately simplify the editing task. At future annual meetings, the chairpersons for each academic session will be initially responsible for the editing of papers and submitting them to the *Bulletin*.

## 3 Treasurer's Report

Dana Johnson presented a 2-page written report, a copy of which is attached.

With respect to item No. 2 of this report, "Salaries to Officers", it was moved by Dana Johnson, seconded by Susan Algie and carried that the Society's Executive Secretary, Bruce Weedmark be given an increase from \$6.00 to \$7.00 per hour. Since there was some uncertainty as to the Executive Secretary's responsibilities, the Secretary was requested to prepare a brief 'job spec' for that position for review and approval at the next meeting of the Board. Dana Johnson will ask Bruce Weedmark for a description of the tasks he presently performs and the time requirements of each and forward it to the Secretary. Bruce will also be asked to contact Robert Boyce with respect to his membership status.

With regard to Item No. 3, "Subsidy for Annual Meeting, Sherbrooke 1985", it was moved by Dana Johnson, seconded by Garry Shutlak and carried that the subsidy proposal as outlined on page 2 of the Treasurer's Report be adopted, with the addition of the requirement that all participants be members of the Society and that the accommodation subsidy in particular be clearly subject to available funding.

With respect to item No. 5, "Membership", it was agreed that the Society would aim to increase its membership from the current 270 to at least 350 in the next year. It was moved by Don Lovell, seconded by Shane O'Dea and carried that Directors be committed to increasing membership in their regions.

## 4 Directors' Responsibilities

The Secretary outlined the formal requirements for the election and composition of the Board of Directors as contained in the Society's by-laws. Discussions followed as to the role Directors might play in the promotion of the Society and the support of its activities, specifically in the following areas: membership, *Bulletin* contributions, and annual meeting support. It was agreed that a set of guidelines should be drawn up to indicate to Directors what is ex-

pected of them. Based on the suggestions discussed, Alastair Kerr will prepare a draft report on the matter and submit it to the Secretary.

## 5 SSAC Brochure

Since the present brochure is now several years old and required revision, it was decided to produce a new brochure in time for the 1985 annual meeting. A two-person committee consisting of Shane O'Dea (text) and Don Lovell (design) will prepare a proposal for a new brochure for approval by the Executive, who will arrange for the translation of the text into French. The brochure should then be printed in early 1985, well in advance of the Sherbrooke meeting. As a temporary measure, Don Lovell will prepare an adhesive patch containing up-to-date fees information for the existing brochure. (Editors Note: The existing brochure was in such short supply that this interim measure will not be taken).

## 6 Nominating Committee

At last year's annual business meeting a nominating committee for 1985 was struck under the chairmanship of John Lehr, with the remaining three members to be appointed by the Board. Several names were suggested as candidates for the nominating committee, which must make its report in time for the mailing of notice of the annual business meeting (at least 30 days prior to the meeting date). Christina Cameron will contact John Lehr to discuss possible candidates so that they can be approached and appointed to the committee by the Board.

A summary of the procedures with respect to the nominating committee and the election of directors as well as a list of impending Board vacancies will be prepared by the Secretary and provided to John Lehr and Don Lovell (for insertion in the *Bulletin*).

## 7 Annual Meeting - Sherbrooke, 1985

Douglas Franklin, Robert Lemire and Christina Cameron reported on planning and preparations for the academic sessions, local arrangements and tours, and proposed pre-conference tour of the Canadian Centre for Architecture in Montreal, respectively. Douglas agreed to approach the Secretary of State for assistance for simultaneous translation at the meeting.

With the 1985 arrangements well in hand, it was felt that it was not too early to think about session themes for the 1986 Winnipeg meeting. The following topics were suggested: prefabrication, public housing, and 'great projects never built'.

## 8 Bulletin

Don Lovell circulated and discussed a written report on matters relating to the *Bulletin*.

It was moved by Shane O'Dea, seconded by Douglas Franklin, and carried that the Board approve the payment of a fee of \$20.00 per issue for administrative assistance with the mailing of the *Bulletin*.

It was agreed that the editorial board would vet all 'feature' articles to appear in the *Bulletin*, as well as papers to be published as part of the annual meeting proceedings. A directive re the format and style of such papers and articles will be prepared by the editorial board and should appear in the December issue of the *Bulletin*.

Don will provide a production schedule for future issues and will also develop a form to solicit information for the *Bulletin* from Directors. The deadline for the December issue is the end of November.

With respect to book reviews, Christina Cameron will approach Mary Kelman (librarian at Parks Canada) to act as book review editor for the *Bulletin* and to prepare a list of new publications of interest to the Society on a regular basis.

#### 9 1979-80 Proceedings

After some discussion of alternative approaches to the publication of the 1979-80 proceedings, it was moved by Shane O'Dea, seconded by Douglas Franklin and carried that the proceedings be printed in a format similar to the previous volumes of proceedings (i.e. put on word processing and offset). Margaret Carter will be asked to proofread the text and printing quotes will be obtained based on clear copy.

#### 10 Future Annual Meetings

The 1986 Annual Meeting will be held in Winnipeg in conjunction with the meeting of the Learned Societies.

The Society of Architectural Historians is meeting in Montreal in 1989 and this might be an opportunity for another joint meeting, as in Victoria in 1981.

With respect to the decision of the Learned Societies to meet at Memorial University in 1986, it was moved by Shane O'Dea, seconded by Alastair Kerr and carried that the Society's President write to the Chairman of the Learned Societies requesting clarification of this decision in light of the CAUT censure motion passed against Memorial.

#### 11 Student Awards

The Student Awards Program Committee, consisting of Alastair Kerr, Don Lovell and Garry Shutlak, submitted a written proposal for an awards program for increasing the awareness of students in the

Society and promoting academic research into our built environment. The competition would be open to all students and would consist of an essay on any topic concerning architecture in Canada. The best four papers would be published in the *Bulletin* and the winner would be asked to make a presentation at the annual meeting. The prize would consist of registration, travel and accommodation at the annual meeting, together with a book prize. Winners would be chosen by the SSAC editorial board.

There was acceptance in principle of the committee's proposal. Susan Algie agreed to develop the proposal further in consultation with the editorial board so that the program could be introduced in the 1985-86 academic year.

#### 12 ICCROM

Christina Cameron will write a letter on the Society's behalf in support of this program, a conservation course of international stature in Rome. (Editor's Note: See March 1985 *Bulletin*).

#### 13 Public Gardens, Halifax

It was moved by Shane O'Dea, seconded by Dan Schneider and carried that the Society write a letter in support of the campaign of The Friends of the Public Gardens in Halifax to stop a development which would detract from this nationally important site. Garry Shutlak will draft a letter for the President's signature.

#### 14 Sponsorship of Lecture Programs

The question of SSAC sponsorship and support of lecture series, etc. was raised. Discussion of the principle of such support was deferred to the next Board meeting.

#### 15 Adjournment

It was moved by Susan Algie, seconded by Sheila Grover that the meeting be adjourned. Motion carried at 6:45 p.m.

D. Scheider  
Secretary

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# BIOGRAPHICAL NOTES ON SSAC DIRECTORS

## PRESIDENT

**Christina Cameron** was born in Toronto and educated at the University of Toronto (B.A.), Brown University (M.A.) and Laval University (Ph.D.). Christina joined the SSAC in 1974, and has held various posts including Treasurer and Papers Editor. In 1984, she was elected President for a two year period. From 1970 to present Christina has worked as an architectural historian and in 1982, was appointed Chief, Canadian Inventory of Historic Building, Parks Canada, Environment Canada. Christina is presently completing work for the publication of a biography on Charles Baillairgé, architect (1826-1906). Other publications, articles, inventories and exhibition catalogues are too numerous to mention in entirety. Some of Christina Cameron's work includes:

**Québec au temps de James Patterson Cockburn.** Quebec: Garneau, 1976. 176 pp. With Jean Trudel.

**C. Baillairgé, arct. ing., dessins architecturaux.** Exhibition catalogue. Quebec: Ministère des Affaires culturelles, 1979. 24 pp. With François Beaudin and Ginette Noel.

**Second Empire Style in Canadian Architecture, in Canadian Historic Sites, Occasional Papers in Archaeology and History, 24.** Ottawa: Environment Canada, 1980. 247 pp. With Janet Wright.

"Selecting an Appropriate Vernacular Moulding." *Bulletin of the Association for Preservation Technology*, 10, no. 4 (1978), pp. 80-87.

In addition to her position with C.I.H.B., Christina lectures in Canadian architecture at Concordia University.

## SECRETARY

**Dan Schneider** was born in Stratford, Ontario and educated at Trinity College, University of Toronto (B.A. 1972) and Queen's University (L.L.B. 1977). Subsequent to being called to the Ontario Bar in 1979, Dan has been a Heritage Conservation Officer with the Heritage Branch of the Ministry of Citizenship and Culture, Province of Ontario. His primary responsibility is the Ontario Heritage Foundation's heritage easements programme. Other personal interests include Ontario architecture, history and architectural photography. Dan is presently researching an article concerning ruins in the Ontario landscape as well as researching the early Port Hope family of Hayward. Dan was elected Secretary of the SSAC in 1981 and 1983.

## TREASURER

**Dana Johnson** was born in Niagara Falls and received his university training at Brock University (B.A.), Carleton (M.A.) and Queen's (Ph.D. incomplete at this time). Dana is an architectural historian with the Building History Section, Architectural Research Division of Parks Canada. He is Editor of the Canadian Historical Association's journal, *Historical Papers/Communications Historiques*. Dana's thesis concerns early 19th century Ontario politics while other research interests include official architecture in Ontario, federal buildings, jails and school design. Dana joined the SSAC in 1981, and was elected to the Board in 1984.

## BULLETIN EDITOR

**Don Lovell** was born in London, Ontario but over the last 15 years has lived in Victoria, Kingston, Galetown, Calgary and Winnipeg. Presently residing in Nanaimo, B.C., he is an Associate in the firm of Pedersen Associates Architects. Don received an Honours B.A. in Canadian history at the Royal Military College, Kingston. Following five years with the Princess Patricia's Canadian Light Infantry he left the regular forces to pursue a Master of Architecture degree at the University of Manitoba and graduated in 1983. Don joined the SSAC in 1978, and was elected to the Board in 1982. Issue #1, Volume 8, 1983 marked his debut as Editor of the *Bulletin*. He is particularly interested in historic restoration, as well as revitalization and retrofitting of heritage buildings.

## NEWFOUNDLAND

**Shane O'Dea**, Associate Professor of English at Memorial University, has been associated with the SSAC since its founding in 1974. Shane has served on the Board since that year and has held several key appointments, specifically Vice-President as well as organizer for the 1983 conference at St. John's. He is also a Director of the Vernacular Architecture Forum (U.S.), Past President of Newfoundland Historic Trust and President of the Newfoundland Historical Society. Actively involved in the preservation movement, Shane has conducted a significant amount of research concerning heritage Newfoundland architecture. He has published numerous articles one of which appeared in the June 1983 *Bulletin*.

## NOVA SCOTIA

**Garry D. Shutlak** is the member at large for Nova Scotia. Education in Halifax, Dartmouth and Toronto he graduated from Dalhousie University with a B.A. in History and Political Science. He has done research work into Nova Scotia and Maritime architects. Presently Garry is the Map/Architect Archivist at the Public Archives of Nova Scotia. Garry will retire from the Board in 1985.

## QUEBEC

**Robert Lemire**, whose ancestral roots date to 17th century Quebec very fittingly acts on behalf of that province. He attended the Institute of Applied Arts, Montreal, where he studied under M. Felix of the Ecole des Beaux-Arts. Robert has co-authored two inventories of Montreal architecture as well as writing articles for *SOS Montreal*, *Trace* and our *Bulletin*. Currently employed with the Archives of the Centre Canadien d'Architecture. Robert is a member of the team which is preparing an exhibition on the works of Montreal architects Edward and W.S. Maxwell. Subsequent to joining the SSAC in 1978, Robert was elected to the Board of Directors in 1982. He is presently responsible for the local arrangements for the SSAC meeting in Sherbrooke, June 5 to 8, 1985.

## MANITOBA

**Sheila Grover** is the SSAC Director for Manitoba. Sheila was born in Winnipeg and received a B.A. and M.A. in Canadian History from the University of Manitoba. Since 1978, she has been a researcher and consultant to the Historical Buildings Committee, City of Winnipeg. Sheila has been involved with the Annual Reports of the Winnipeg Historical Buildings Committee since 1979, and is presently researching pre-1950 schools extant in Winnipeg. Sheila joined the SSAC in 1981, and was elected to the Board in 1984.

## ALBERTA

**Susan Algie** is a native of Ottawa and graduated from Carleton University with a B.A. in geography and architectural history. Susan joined the SSAC in 1978, and was Editor of the *Bulletin* from September 1980 to June 1982. She is presently the Alberta Board member. Susan has held positions in the C.I.H.A., Parks Canada as well as being an architectural and historical researcher with the Alberta Culture and Historic Sites Service. Her present research work concerns the Edmonton architects, Magoon and McDonald.

## BRITISH COLUMBIA

**Alastair Kerr**, born in Johore Bahru, Malaya, holds a B.A. and M.A., History in Art, from the University of Victoria. Alastair has eleven years of experience in the area of historic preservation and architectural conservation. He has worked in the B.C. Provincial Parks (Historic) and is currently the Manager, Restoration Services Division, Heritage Conservation Branch, Province of British Columbia. Alastair is very interested in the architecture of the Chinese in British Columbia, historic architecture inventory techniques and mainstreet programmes. He is also a sessional lecturer at the University of Victoria in the Programme for Advanced Studies in Cultural Resource Management (Historic Preservation/Architectural Conservation). Alastair was elected in 1983, as the Board member for British Columbia, he has organized articles for the March 1985 *Bulletin* issue which will focus on British Columbia and has also been asked to Chair the Industrial Section for the 1985 SSAC Annual Meeting.