

Ontario Association of Architects

Meeting #193 Open

MINUTES

January 21, 2010

The one hundred and ninety third meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday January 21, 2010 at the OAA Headquarters Building, Toronto, Ontario.

Present:	Gerrie Doyle	President
	Louis Cooke	Vice President, Regulatory Activities
	David Craddock	Vice President Practice
	James Farrow	Senior Vice President and Treasurer
	Pawel Fielt	Vice President Communications
	Sean O'Reilly	Immediate Past President
	J. William Birdsell	Councillor
	Jane Burgess	Councillor
	Jerry Chlebowski	Councillor
	Brad Green	Councillor
	Paul Hastings	Councillor
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Sheena Sharp	Councillor
	Andre Sherman	Councillor
	Michael Visser	Lieutenant Governor in Council Appointee (<i>part attendance</i>)
	Kristi Doyle	Director of Policy
	Gordon Masters	Director of Operations
	Hillel Roebuck	Registrar
	Marilyn McInnes	Manager, Finance and Administration (<i>part attendance</i>)
	Marcia Cooper	Communications Specialist
	Tina Carfa	Executive Assistant, Executive Services
	Kim Sumi	Administrative Assistant, Office of the Registrar (<i>part attendance</i>)
Regrets:	Vladimir Popovic	Vice President Strategy
	Thomas Thoma	Lieutenant Governor in Council Appointee

The President called the meeting to order at 2:25 p.m.

AGENDA APPROVAL

6464. The following items were added to the agenda:

- 8.1 Request for addition of Committee List to add LGIC as a 'Whip' (*oral*)
- 8.2 Construction Industry Bidding Process in Ontario (*oral*)

It was moved by O'Reilly and seconded by Hastings that the agenda be approved as amended.
-- CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

6465. *Reference Material Reviewed:* Draft Minutes of the December 10, 2009 Open Council Meeting.

The minutes from the December 10, 2009 Open Council Meeting were reviewed by Council.

It was moved by Visser and seconded by Green that the minutes of the December 10, 2009 Open Council meeting be approved as circulated.

-- CARRIED UNANIMOUSLY

Medford left the meeting at 2:45pm.

BUSINESS ARISING FROM THE MINUTES

6466. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

6467. Election of Officers (*oral*)

The Registrar conducted the Election of Officers and introduced scrutineers Communications Specialist, Marcia Cooper and Administrative Assistant, Office of the Registrar, Kim Sumi for Council's consideration.

Roebuck announced that two individuals had been nominated for the position of President: Gerrie Doyle and James Farrow.

President G. Doyle and Senior Vice President and Treasurer Farrow each made a brief address to the members of Council.

Roebuck conducted the election.

Roebuck announced that G. Doyle received the highest number of votes, as well as more than the required 50% of the possible votes and as such announced that she had been re-elected to the position of President.

Roebuck asked Farrow if he wished to roll down to stand for election to the position of Senior Vice President & Treasurer. Farrow accepted.

Roebuck announced that 2 individuals had been nominated for the position of Senior Vice President & Treasurer.

Councillor Sharp and Senior Vice President and Treasurer Farrow each made a short address to members of Council.

Roebuck conducted the election.

Roebuck announced that there was a tie. The election was conducted again

Roebuck announced that there was a second tie and that lots would need to be drawn.

McInnes joined the meeting

McInnes was asked to draw a name from a ballot box. McInnes drew Councillor Sharp's name from the box.

Roebuck announced that Sharp had been selected from the drawing of lots and that she had been elected to the position of Senior Vice President & Treasurer.

McInnes left the meeting.

Roebuck asked Farrow if he wished to roll down to stand for election to the position of Vice President. Farrow accepted.

Roebuck indicated that the following Councillors were nominated to stand for election as Vice President: J. William Birdsell, Louis Cooke, James Farrow, Pawel Fielt, and Vladimir Popovic.

Roebuck indicated that the minimum number of Vice Presidents required is two and enquired as to the number of Vice Presidents Council intended to allow for this year, which is at their discretion.

Ballots were distributed by the scrutineers to the Council members to vote on the number of Vice Presidents they recommended for 2010.

Roebuck announced that the majority of Council voted to continue with four Vice Presidents for 2010.

Councillors Birdsell, Cooke and Fielt each made a brief address to the members of Council.

Roebuck conducted the election.

Roebuck announced that Birdsell, Farrow, Fielt, and Popovic received the highest number of votes, as well as more than the required 50% of the possible votes and as such announced that they had been elected to the position of Vice President.

Sumi left the meeting at 2:55 p.m.

6468. *Reference Material Reviewed:* Memorandum from the Council Conference Committee dated January 12, 2010 re. OAA Conference 2010; Memorandum from President and Chair of the Conference Committee, Gerrie Doyle dated January 20, 2010 re. OAA Conference 2010 Logo. **(APPENDIX 'A')**

A member of Council suggested from the memorandum to Council that there may be too many tours which may end up with a low turnout.

The President responded that there is a minimum number required for each tour at the conference and can be cancelled if the attendance does not reach that level.

It was moved by Mintz and seconded by Sharp that Council approve the proposed Tour Roster for the 2010 Conference as circulated to Council.

-- CARRIED

6469. *Reference Material Reviewed:* President's Log from December 2009 through to January 21, 2010. **(APPENDIX 'B')**

The report was noted for information.

6470. Report on Presentation to Simcoe District School Board *(oral)*

The President reported that she and the Vice President Strategy recently gave a presentation to representatives from school boards in Simcoe District last week in Collingwood. Representatives from the boards had expressed some frustration with the rules and regulations imposed by the Ministry of Education in terms of procurement and contracts.

It was noted by the President that the school representatives had expressed preference to hiring consultants through the Quality Based Selection (QBS) process.

Noted for information.

6471. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, James Farrow dated January 11, 2010 re. Update on Finances for January 21, 2010 Council meeting. **(APPENDIX 'C')**

The Senior Vice President and Treasurer reported that he and staff are in the process of finalizing the financials for the year ended November 30, 2009 and are awaiting the submission of some invoices and expenses. The audit is expected to commence the beginning of February.

It was indicated by the Senior Vice President and Treasurer that it is expected that the OAA will be in a surplus position going into fiscal 2010. The audited financial statements are expected to be ready by the next meeting of Council in March.

6472. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, James Farrow dated January 14, 2010 re. Pro-Demnity Insurance Company Quarterly Report and attached background information. **(APPENDIX 'D')**

The Senior Vice President and Treasurer reported that there had been some adjustment to Pro-Demnity Insurance Company's (ProDem's) reserves by the actuary. It is anticipated that there will be a 2010 financial hit due to the HST being implemented on July 1, 2010 and due to insurance claims for the year.

It was noted by the Senior Vice President and Treasurer that additional revenue attributed to the recovery of the PST dispute will contribute positively to the bottom line for 2009.

A member of Council requested some clarification with respect to policy receivables in the amount of \$4 million.

The Senior Vice President and Treasurer responded that ProDem profit is not allocated to retained earnings or to reserves; it is distributed to the members at the end of the year as an insurance plan credit..

6473. *Reference Material Reviewed:* Memorandum from the Committee on the Future of the Profession/Interns dated January 20, 2010 re. Committee on the Future of the Profession/Interns. **(APPENDIX 'E')**

The Chair of the Committee and Councillor reported that the report was for information.

It was noted by the Council member that discussion with respect to the reappointment of former Councillor and member-at-large, Peter Gabor was held and Council was to consider approval of of his appointment in the open meeting.

It was moved by Sharp and seconded by Mintz that Council approve the reappointment of member-at-large, Peter Gabor to the Committee on the Future of the Profession/Interns.

-- CARRIED

Visser left the meeting at 4:15 p.m.

6474. *Reference Material Reviewed:* Memorandum from Vice President Communications, Pawel Fiett dated January 11, 2010 re. Communications Committee Update. **(APPENDIX 'F')**

The Vice President Communications reported that the Committee recently met with Bruce Mau Design/Thinkflow/Snuffbox who will be providing a summary of the work completed in the next six weeks. The next phase in the process will be the construction phase, adding that at that point in the project, an adjustment to staff and committee work priorities may need to be made.

Cooper reported that the Administrator, Web Site and Communications, Tamara King will be sending out a package regarding categorization to all committees and staff shortly and will be working on its content throughout the summer.

The Vice President Communications noted that the Committee is working on the eventual publication of a new *Profiles* Directory.

Cooper noted that the Committee receives about 30 pages of content for which the OAA has control over, adding that if advertising goes over cost recovery, then the OAA receives a certain percentage of that amount.

6475. *Reference Material Reviewed:* Memorandum from Vice President Regulatory Activities, Louis Cooke dated January 12, 2010 re. Activities under the Registrar – Summary (January 1 to December 31, 2009). **(APPENDIX ‘G’)**

The Vice President Regulatory Activities reported that the attached report serves as an annual summary for 2009 in addition to a five year summary as well.

It was reported by the Vice President Regulatory Activities that for the 2010 Admission Course, there are 84 applicants of whom 10 will be taking the entire Conference package.

The President requested some clarification with respect to the number of student associates for 2009.

Roebuck responded that the number of individuals in that category fluctuates each year noting that it was higher than average last year.

6476. Report from Vice President Practice (*oral*)

It was reported by the Vice President Practice that there is currently a focus on the development of BIM, spearheaded by Practice Committee member, John Stephenson. A roundtable discussion will be held with practitioners in February to review the issues and work on the development of the Best Practices Guide for members.

The report was noted for information.

6477. *Reference Material Reviewed:* Strategic Opportunities Committee Meeting Agenda dated January 5, 2010. **(APPENDIX ‘H’)**

The President reported that the notes from the meeting are not yet ready and will be circulated at the next meeting of Council.

The agenda was noted for information.

6478. *Reference Material Reviewed:* Memorandum from the Vice President Practice and Chair of the Practice Services Task Group, David Craddock dated January 12, 2010 re. Provision of project Management and/or Construction Management and attached background information. **(APPENDIX ‘I’)**

The Vice President Practice reported that the Task Group is expected to report its recommendations to Council at the next couple of meetings.

The report was noted for information.

6479. Proposed Code of Ethics Update (*oral*)

A member of Council reported that greater than 100 emails have been received to date in response to the January 21st special bulletin circulated to the membership regarding the proposed Code of Ethics.

K. Doyle noted that there are a wide variety of responses to be reviewed and consolidated.

ITEMS FOR DISCUSSION

6480. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, James Farrow and Councillor, Sheena Sharp dated January 11, 2010 re. Impact of the HST on Various Firm Sizes; Correspondence from President Gerrie Doyle to Minister of Finance, Dwight Duncan dated December 9, 2009. **(APPENDIX 'J')**

The report was noted for information.

ITEMS FOR INFORMATION

6481. *Reference Material Reviewed:* Memorandum from the Continuing Education Committee dated January 12, 2010 re. Continuing Education Program – Update re. Cycle Five Compliance. **(APPENDIX 'K')**

The President reported that to date, the total number of non-compliant members is down from 110 to 80.

The report was noted for information.

6482. *Reference Material Reviewed:* Email correspondence from Senior Vice President and Treasurer and St. Lawrence Valley Society liaison, James Farrow dated January 11, 2010 re. Society Updates to Council – SLVA Activities and attached background information. **(APPENDIX 'L')**

The report was noted for information.

6483. *Reference Material Reviewed:* Memorandum from President, Gerrie Doyle dated January 11, 2010 re. Election of Honorary Members and attached background information. **(APPENDIX 'M')**

The report was noted for information.

6484. Review of Format for OAA Council Planning Session February 4/5, 2010 (*oral*)

The President reported that Executive Committee would review the format for the Session at its meeting tomorrow and report back to Council.

6485. *Reference Material Reviewed:* Articles from Publications **(APPENDIX 'N')**

The President reported as an update on the Lansdowne Park development that the Urban Design Council formed by the City of Ottawa has resigned.

It was noted by the President that she received an email from a City staff member indicating an interest to “build bridges” again.

The articles were noted for information.

OTHER BUSINESS

6486. Request for addition of Committee List Box to add LGIC as a Whip (*oral*)

A member of Council suggested that as part of the Priority Planning Session in February that a whip position be created and added to the Committees list and that a Lieutenant Governor in Council (LGIC) Appointee volunteer to serve in that role.

A member of Council enquired as to the reason that an LGIC would be required to be a whip and not any member of Council.

The Council member responded that it may be deemed a conflict of interest otherwise, adding that the issue could be discussed further at the Planning Session next month.

6487. Construction Industry Bidding Process in Ontario (oral)

A member of Council reported that s/he had observed an increase over the past few months in the number of significantly low bids being awarded contracts.

The President noted that some members of Council have noticed similar scenarios, adding that this is part of the reason for the push for QBS.

It was suggested by the President that some investigation into obtaining confidential statistics which outline jobs and fees would be beneficial.

DATE OF NEXT MEETING

6488. The next regular meeting of Council is Thursday March 4, 2010 at 9:30 a.m. at the OAA Headquarters, Toronto, Ontario.

The annual Council Priority Planning Session is scheduled for the afternoon/evening of Thursday, February 4, 2010 and Friday February 5, 2010 at the OAA Headquarters Building, Toronto, Ontario.

ADJOURNMENT

6488. It was moved by Burgess and seconded by Craddock that the meeting be adjourned at 5:00 p.m.

-- CARRIED UNANIMOUSLY

President

Date