

## Ontario Association of Architects

Meeting #292 Open

MINUTES

March 7, 2024

The two hundred and ninety second meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday March 4, 2024 at the OAA Headquarters, 111 Moatfield Drive, Toronto and virtually via Zoom.

Settimo Vilardi	President
Ted Wilson	Senior Vice President and Treasurer
Lara McKendrick	Vice President
Kristiana Schuhmann	Vice President
Susan Speigel	Vice President
Loloa Alkasawat	Councillor
J. William Birdsell	Councillor
Jim Butticci	Lieutenant Governor in Council Appointee
Kimberly Fawcett-Smith	Lieutenant Governor in Council Appointee ( <i>virtual</i> )
Christina Karney	Councillor
Natasha Krickhan	Councillor
Jenny Lafance	Councillor
Michelle Longlade	Lieutenant Governor in Council Appointee ( <i>virtual</i> )
Elaine Mintz	Lieutenant Governor in Council Appointee
Greg Redden	Councillor ( <i>virtual</i> )
Anna Richter	Councillor
Ted Watson	Councillor
Thomas Yeung	Councillor ( <i>part attendance</i> )
Marek Zawadzki	Councillor
Kristi Doyle	Executive Director
Christie Mills	Registrar
Tina Carfa	Executive Assistant, Executive Services
Erik Missio	Manager, Communications

**Regrets:** None

**Guests:** None

The President called the meeting to order at 1:15 p.m.

The President welcomed new member of Council Jenny Lafrance to their first meeting of Council.

The President noted that a land acknowledgement titled *ᐱᓄᓄ (ÎNÎW) River Lot 11∞ Edmonton's Indigenous Art Park*, recommended by Senior Vice President and Treasurer Wilson would be shared with Council as an acknowledgement and recognition of the Indigenous land and its people.

The President welcomed staff, members, and others in attendance at the meeting.

### DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

### AGENDA APPROVAL

9716. The President reported that no new items would be added to the agenda.

**It was moved by Butticci and seconded by Alkasawat that the agenda for the March 7, 2024 open meeting be approved as circulated.**

-- CARRIED

### **APPROVAL OF MINUTES**

9717. *Reference Material Reviewed:* Draft minutes of the January 18, 2024 Open Council meeting.

The draft minutes of the January 18, 2024 Open Council meeting were reviewed.

**It was moved by Birdsell and seconded by Richter that the minutes of the January 18, 2024 Open Council meeting be approved as circulated.**

-- CARRIED

### **BUSINESS ARISING FROM THE MINUTES**

9718. There was no business arising from the minutes.

### **ITEMS FOR REVIEW AND APPROVAL**

9719. *Reference Materials Reviewed:* Memorandum from Finance and Audit Committee dated February 28, 2024 re. Audited Financial Statements as at November 30, 2023 and attached supporting documentation. **(APPENDIX 'A')**

The Senior Vice President and Treasurer reported. It was noted that there has been an increase in membership which is reflected in the increase in fees received. A decrease in Conference revenue was a result of lower than expected attendance in Sudbury.

It was noted by the Senior Vice President and Treasurer that reserves continue to build.

It was noted by a member of Council that the OAA's equity in Pro-Demnity is not factored in to the annual surplus. Clarification was requested with respect to extraordinary items.

The Senior Vice President and Treasurer responded that extraordinary costs are associated with the May 2, 2023 Court Order with a current spend of approximately \$147,000 and a projection or contingent liability of up to an additional \$350,000.

**It was moved by Wilson and seconded by Butticci that Council approve the 2023 OAA audited financial statements as presented to Council on March 7, 2024**

-- CARRIED

9720. Honorary Membership Nomination (*oral*)

Council reviewed the nomination for Honorary Membership for Kevin McIntosh.

**It was moved by Spiegel and seconded by Mintz that Council approve the nomination of Kevin McIntosh for election to Honorary Membership within the OAA at the Annual General Meeting on April 11, 2024**

-- CARRIED

The President noted that the nomination will go forward to the membership at the AGM on April 11 for approval.

9721. *Reference Materials Reviewed:* Memorandum from Councillor and Chair, Interns Committee, Loloa Alkasawat dated February 26, 2024 re. Interns Committee – Updated Terms of Reference and attached supporting documentation. **(APPENDIX ‘B’)**

Alkasawat reported on the Terms of Reference noting that the amendments were generally housekeeping and consideration of the intern architect selected to attend open Council meetings.

A member of Council noted that the selection of the intern guest is made by the Chair in the Terms of Reference however the Terms of Reference for the Intern guest on Council suggests that it is the committee that makes the appointment. This should be corrected for constancy.

A member of Council noted in the Terms of Reference for the Interns Committee that meetings are to be held during core hours, however, those Committee meetings are held in the evening to accommodate the interns' schedules.

Doyle noted that all the Terms of Reference are based on a template. The current Committee members along with the Chair have collectively agreed to meet after hours.

A Council member suggested that if an individual wishes to join the Committee, it would be of benefit to note flexibility in meeting times and therefore the terms of reference should be amended to reflect this.

It was suggested by a member of Council that the decision can just be made by mutual agreement of the Committee members.

Doyle noted as a general principle committees are to meet during core office hours, and that staff are not expected to accommodate committee meetings outside of that time. The only exception is the Interns Committee. There was a show of hands as to whether the Terms of Reference should be amended to reflect the evening meeting times. Consensus was not reached.

**It was moved by Alkasawat and seconded by Mintz that Council approve the updates Terms of Reference for the Interns Committee as presented.**

-- CARRIED

9722. *Reference Materials Reviewed:* Memorandum from the OAA Building Committee dated February 26, 2024 re. OAA Presidents' Wall Proposal and attached supporting documentation. **(APPENDIX ‘C’)**

Vice President McKendrick reported.

**It was moved by McKendrick and seconded by Yeung that Council approve in principle the design concept and for a new Presidents' Wall to be mounted in the entry-level foyer as recommended by the Building Committee; that Council approve the expenditure of up to \$6,000 from the policy contingency budget to proceed to schematic design which is to include appropriate lighting for the wall; and, that the Building Committee be directed to present a final budget and schematic design to Council at its June 2024 meeting.**

-- CARRIED

9723. *Reference Materials Reviewed:* Memorandum from the Communications and Public Education Committee (CPEC) dated March 1, 2024 re. Theme for the 2025 OAA Conference and attached supporting documentation. **(APPENDIX ‘D’)**

Vice President McKendrick reported that there was much discussion among committee members and excellent collaboration on the subject of the theme for the 2025 Conference.

A member of Council noted the significance of the discussion on the theme since it will be held in the nation's capital.

**It was moved by McKendrick and seconded by Karney that Council approve the Communication and Public Education Committee's recommendation for Reshaping Communities to be the 2025 OAA Conference theme.**

-- CARRIED

9724. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 28, 2024 re. Amendments to Tri-National Mutual Recognition Agreement and attached supporting documentation. **(APPENDIX 'E')**

Doyle reported.

A member of Council suggested that the agreement was unfair in that it is inconsistent with how internationally-trained architects are treated when applying domestically, including the fees and experience requirement. The member cited that under the MRA, only residential and single family homes experience was required to be demonstrated.

Doyle noted that purpose of the Mutual Recognition Agreement (MRA) is to recognize that the countries under the agreement have similar systems of licensure and that there is an acknowledgement that the requirements for licensure are very similar suggesting that the competencies held by the licensees are virtually the same. If the country does not have inter-recognition, it is then difficult to measure. After years of discussions and exploration, the three countries have agreed that the systems are very similar. The submission of a dossier is requested in order to demonstrate specific competencies. It was clarified that new and additional experience is not required. The interview process allows for the individual to orally demonstrate readiness to practice in the host country.

A Council member requested clarification with respect to the requirement for 2 of 5 years experience in the country that they are from.

Doyle responded that this demonstrates that they have post-licensure experience in their home country. This is not an additional experience requirement. Once the dossier is submitted there is an interview to demonstrate their knowledge to practice in Canada.

A Council member enquired as to the reason for the removal of the requirement for markup drawings.

Doyle responded that this was very labour intensive to prepare. The requirement can be covered in the form of an interview.

A member of Council referenced section 6.3.1 in the operational agreement, requesting clarification if assembly occupancy type projects are excluded.

Doyle responded that they are not excluded. Further to residential discussions parameters were set around multi-family residential.

**It was moved by Birdsell and seconded by Richter that the Council of the Ontario Association of Architects:**

- a) approve the proposed amendments to the Tri-National Mutual Recognition Agreement dated October 7, 2005 as outlined in the Preliminary Agreement: Tri-National Agreement for International Practice dated November 24, 2023;**
- b) approve the proposed Operational Agreement: Tri-National Agreement for International Practice dated November 24, 2023; and,**
- c) direct the OAAs representative to the ROAC Board of Directors to vote in favour of a motion at the May meeting directing ROAC Tri-National Monitoring Committee members Leif Fuchs and**

**Kristi Doyle to sign the Documents to officially amend the agreement and implement the operational agreement on behalf of the Regulators who are represented by ROAC**

-- CARRIED

Yeung left the meeting at 12:30 p.m.

Council broke for lunch a 12:30 p.m. and resumed at 1:20 p.m.

9725. *Reference Materials Reviewed:* Memorandum from Senior Vice President and Treasurer and Interlocking Director, Pro-Demnity Insurance Company, Ted Wilson dated February 28, 2024 re. Pro-Demnity Insurance Company – Annual Appointment of Auditor and Actuary and attached supporting documentation. **(APPENDIX ‘F’)**

The Senior Vice President and Treasurer reported.

It was noted by a member of Council that the actuary in the firm is retiring and his partner will be taking on the work.

Doyle noted that it is the same firm as noted in the motion.

**It was moved by Wilson and seconded by McKendrick that Council direct the OAA President to vote in the affirmative regarding the recommendation to appoint BDO Canada as the Auditor, and J.S. Cheng as the Actuary for Pro-Demnity Insurance Company at the March 28, 2024 Annual Meeting of the Shareholder.**

-- CARRIED

#### **ITEMS FOR DISCUSSION**

9726. There were no items for discussion.

#### **EXECUTIVE COMMITTEE REPORTS**

9727. *Reference Material Reviewed:* President’s Activities for the months of January-March. **(APPENDIX ‘G’)**

The report was noted for information.

9728. *Reference Material Reviewed:* Report from Executive Director, Kristi Doyle dated February 27, 2024 re. Executive Director Report to Council. **(APPENDIX ‘H’)**

The report was noted for information.

9729. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills re. Office of the Registrar Statistical Report to Council for the period January 1 to February 21, 2024. **(APPENDIX ‘I’)**

The report was noted for information.

9730. *Reference Material Reviewed:* Memorandum from the Governance Committee dated February 29, 2024 re. Update from OAA Governance Committee. **(APPENDIX ‘J’)**

The report was noted for information.

9731. *Reference Material Reviewed:* Memorandum from Vice President, Susan Speigel dated February 22, 2024 re. Update on the Policy Advisory Coordination Team’s (PACT) work. **(APPENDIX ‘K’)**

A member of Council requested some clarification with respect to PACT's work plan noting that the National Architecture Policy is on hold.

Doyle responded that the work undertaken by the national group was forwarded to ROAC in November 2023. The initiative, because it is a national plan, will be reviewed again by ROAC in May 2024 where it needs to be considered within the context of ROAC's strategic plan. Should ROAC make a decision not to pursue parts of it, then each provincial/territorial association decides whether it chooses to take the next steps.

The Council member suggested that PACT should continue discussion on the subject.

A member of Council suggested that because it is a national initiative that further action should be pending ROAC's direction on the policy's future.

A Council member enquired as to whether ROAC has a set of bylaws accessible on the web.

Doyle responded that its bylaws are established and will confirm accessibility.

The report was noted for information.

9732. *Reference Material Reviewed:* Memorandum from Communications and Public Education Committee (CPEC) dated February 22, 2024 re. Committee Updates. **(APPENDIX 'L')**

The report was noted for information.

9733. *Reference Material Reviewed:* Memorandum from OAA Building Committee dated February 26, 2024 re. Update from Building Committee. **(APPENDIX 'M')**

Vice President McKendrick reported that the Competition brief is in development with architect, Joe Lobko.

It was noted by the Vice President that outreach to Bayview Glen Independent school which owns a portion of the land on the south side was successful that the school supports the program. The Vice President noted that the technical review team is in place, and the jury selected, chaired by Vice President Speigel.

It was noted by the Vice President that there is an online webinar info session scheduled for March 20. There will be an opportunity for public engagement at Doors Open Toronto as well as a dedicated link on the website homepage.

A member of Council enquired as to whether there any of the jury members are Indigenous.

The Vice President confirmed that SpruceLab and LGIC Michelle Longlade will both be on the jury.

A member of Council enquired as to whether a full review of accessibility has been undertaken. The Vice President confirmed that it has been thoroughly addressed through robust discussions by the Committee.

Doyle noted that a brief on the Competition will be posted on March 18.

A Council member enquired as to whether the budget will be presented to the competitors and if so what measures are in place should that budget be exceeded.

The Vice President responded that the budget will be outlined in the briefing to the competitors and will be presented with a reserve contingency. Prior to proceeding to make the submission to the jury, the technical advisory team will vet the proposals for cost issues.

Doyle reported that there will be a push to get the briefing ready and announcement made. Council was requested to put the word out to others regarding the Competition. The Competition period will be open from March 20 to May 16.

It was suggested by a member of Council that the interest in the Competition may be gauged by measuring its traffic on social media.

Missio responded that it may be tracked in this manner keeping in mind though that the project must be led by an OAA or OALA member so the target respondents is narrow. There was an article on the Competition in an issue of the Daily Commercial News.

A Council member enquired as to whether a design team could include interns.

The Vice President noted that the project leader must have a Certificate of Practice or be a member of OALA with insurance in place. An intern has the option if they wish to reach out to a landscape firm.

It was noted by a member of Council that the OALA currently does not have info on the Competition on its website.

Missio responded that he will reach out to OALA to suggest the addition to their website. It was noted that they are planning to circulate an e-newsletter to its membership.

The report was noted for information.

9733. *Reference Material Reviewed:* Memorandum from Practice Resource Committee (PRC) dated February 27, 2024 re. Committee Updates. **(APPENDIX 'N')**

A member of Council enquired as to whether PRC is working with Continuing Education (ConEd) team to create a course for mandatory ConEd on the pending changes the Ontario Building Code.

Vice President Schuhmann confirmed that such a request has not been forwarded to the Committee.

Doyle noted that there is continuous monitoring of the ongoing Building Code changes. The OAA also sits on Engineers Architects and Building Officials (EABO) where there has been some discussion regarding Continuing Education after the Code changes are made public. There will be a transition period likely through to January of 2025.

It was noted by Doyle that the Ministry of Municipal Affairs and Housing (MMAH) has budgeted for a road show to introduce the new Code. The Deputy Registrar is also following the code changes closely. There are many ConEd opportunities and it is likely that MMAH will offer free ConEd in an info session.

Vice President Schuhmann noted that PRC is not involved in ConEd but is continuously undertaking updates in the code matrix.

A member of Council enquired as to whether the passing of Bill 157 will be reflected in the Code.

Doyle responded that any legislative changes were discussed last year with MAG and those changes will be handled by MAG. There is specific reference to licence holders as being exempt from the requirement to be a 'qualified individual'. Doyle reminded that the professional design requirements table was removed from the code a number of years ago.

The report was noted for information.

## **ITEMS FOR INFORMATION**

9734. *Reference Material Reviewed:* Memorandum from Vice President, Lara McKendrick dated February 29, 2024 re. OAA Local Society Annual Reports for 2023 and attached supporting documentation. **(APPENDIX 'O')**

The report was noted for information.

**OTHER BUSINESS**

9735. There was no other business.

**DATE OF NEXT MEETING**

9736. The next regular meeting of Council is Tuesday May 21, 2024 at 8:30 a.m. at the Marriott on the Falls Hotel, Niagara Falls, Ontario.

**ADJOURNMENT**

9737. **It was moved by Mintz and seconded by Butticci that the meeting be adjourned at 1:58 p.m.**  
-- CARRIED UNANIMOUSLY

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President

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Date