

Ontario Association of Architects

Meeting #271 Open

MINUTES

December 4, 2020

The two hundred and seventy first meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Friday December 4, 2020 via Zoom.

Present:	Kathleen Kurtin	President
	Susan Spiegel	Senior Vice President and Treasurer
	Amir Azadeh	Vice President Communications
	Agata Mancini	Vice President Education
	Paul Hastings	Vice President Regulatory
	Andrew Thomson	Vice President Strategic
	Settimo Vilardi	Vice President Practice
	J. William Birdsell	Councillor
	Donald Chen	Lieutenant Governor in Council Appointee
	Barry Cline	Councillor
	J. Gordon Erskine	Councillor
	Jeremiah Gammond	Councillor (<i>part attendance</i>)
	Natasha Krickhan	Councillor
	Jeffrey Laberge	Councillor (<i>part attendance</i>)
	Michelle Longlade	Lieutenant Governor in Council Appointee
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Milda Miskinyte	Councillor
	Sarah Murray	Councillor (<i>part attendance</i>)
	David C. Rich	Councillor
	Gaganjot Singh	Lieutenant Governor in Council Appointee
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services
Regrets:	None	
Guests:	Farida Abu-Bakare	Incoming Councillor
	Heather Breeze	Incoming Councillor
	Nedra Brown	OAA In-house Counsel (<i>part attendance</i>)
	Jennifer King	Incoming Councillor
	Lara McKendrick	Incoming Councillor
	Deo Paquette	Incoming Councillor
	Kristiana Schuhmann	Incoming Councillor
	Armand Cousineau	Senior Manager of Research, Stratcom (<i>part attendance</i>)
	Angela Lee	Director of Research and Engagement, Eastern Region, Stratcome (<i>part attendance</i>)

The President called the meeting to order at 3:20 p.m.

Incoming Council members, Abu-Bakare, Breeze, King, McKendrick, Paquette, and Schuhmann were extended a welcome to the meeting by the President. It was noted that these incoming members would be attending the meeting as observers.

Council moved from in camera to open at 1:00 p.m. to allow for the President to thank outgoing Councillors Azadeh, Gammond, Miskinyte, Murray, and Rich on behalf of Council for hard their work and support during their tenure on Council and spoke in detail about each one's accomplishments. Each outgoing member present spoke, reflecting on their time on Council.

Brown joined the meeting at 1:00 p.m.

The President thanked Brown for her dedication and years of service with the OAA in the capacity of Registrar and In-house Counsel.

Members of Council offered words of appreciation to Brown for her work and offered kind thoughts for now and her future.

Brown thanked Council for opportunity to work with them and wished everyone well.

Brown left the meeting at 1:10 p.m.

It was noted by the President that a Consent Agenda is being incorporated into the formal Agenda.

The President noted a video titled *Headress* from filmmaker JJ Neepin would be shared with Council and incoming members of Council as an acknowledgement and recognition by Council of the indigenous land and its people.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

Councillor Laberge declared a conflict of interest under item 4.1.d *Registration Committee* appointments.

AGENDA APPROVAL

9087. The President noted that there were no items to be added to the agenda:

It was moved by Rich and seconded by Mancini that the agenda for the December 4, 2020 open meeting be approved as circulated.

-- CARRIED

CONSENT AGENDA

9088. The President called for requests to discuss any items contained within the Consent Agenda.

No items were requested to be discussed further under the Consent Agenda.

It was moved by Rich and seconded by Birdsell that the consent agenda for the December 4, 2020 open meeting be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

9089. *Reference Material Reviewed:* Draft minutes of the November 5, 2020 Open Council meeting.

The draft minutes of the November 5, 2020 Open Council meeting were reviewed.

A member of Council suggested that on page four, paragraph seven in the motion, the word 'adaption' be amended to 'adaptation'.

It was moved by Mintz and seconded by Longlade that the minutes of the November 5, 2020 Open Council meeting be approved as amended.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9090. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9091. Appointments to Complaints Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Singh and seconded by Erskine that Toon Dreesen, Vanessa Fong, Swapan Jeet Kaur, Anna Richter be appointed to the Complaints Committee; and, that Ela Eroglu and Reza Hamidi be reappointed to the Complaints Committee each for a three-year term effective January 1, 2021.

-- CARRIED

It was moved by Singh and seconded by Erskine that Jose Castel-Branco be reappointed to the Complaints Committee for a one-year term effective January 1, 2021

-- CARRIED

It was moved by Rich and seconded by Vilardi that Ela Eroglu be reappointed as Chair, Complaints Committee for a one-year term effective January 1, 2021.

-- CARRIED

9092. Appointments to Discipline Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Hastings and seconded by Laberge that James Hargreaves be appointed for a three-year term; and, that Peter Ortvad be reappointed for a one-year term to the Discipline Committee effective January 1, 2021.

-- CARRIED

9093. Appointments to Experience Requirements Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Azadeh and seconded by Hastings that May Wu, Kirtidev Mehta, and Lorne Rose be appointed to the Experience Requirements Committee; and, that Izabela Kazanczuk, Toon Dreesen, and Michelle Grant be reappointed to the Experience Requirements Committee for a three-year term effective January 1, 2021.

-- CARRIED

9094. Appointments to Registration Committee (*oral*)

Councillor Laberge declared a conflict of interest and did not vote on the motion.

The Vice President Regulatory reported.

It was moved by Hastings and seconded by Longlade that Raimondo Cuda and Jeremiah Gammond be appointed to the Registration Committee for a three-year term effective January 1, 2021.

-- CARRIED (1 abstention)

9095. Appointments to Practice Resource Committee (*oral*)

The Vice President Practice reported.

It was moved by Vilardi and seconded by Laberge that Cory Stechyshyn be reappointed to the Practice Resource Committee for a three-year term effective January 1, 2021; that Steven Kirshenblatt and Nevil Wood be appointed for a three year term to the Practice Resource Committee; and, that Danny Tseng be appointed for a two year term to the Practice Resource Committee.

-- CARRIED

9096. Appointments to the Sub-Committee on Building Code and Regulations (*oral*)

The Vice President Practice reported.

It was moved by Vilardi and seconded by Rich that Larry May and Elektra Vrachas be appointed; and, that Wendy Barner be reappointed to the Sub-committee on Building Code and Regulations (SCOBCAR) each for a three-year term effective January 1, 2021.

-- CARRIED

9097. Appointments to the Policy Advocacy Coordination Team (PACT) (*oral*)

The Vice President Strategic reported.

It was moved by Thomson and seconded by Birdsell that Arnav Garde be appointed to the Policy Advocacy Coordination Team (PACT) for a three-year term effective January 1, 2021.

-- CARRIED

9098. Appointments to the Sustainable Built Environments Committee (SBEC) (*oral*)

The Vice President Strategic reported.

It was moved by Mancini and seconded by Azadeh that Veronica Madonna and Karl van Es be appointed; and, university schools of architecture representatives Shannon Bassett and Vivian Lee be appointed to the Sustainable Built Environments Committee (SBEC) each for a three-year term effective January 1, 2021.

An amendment to the motion was proposed:

It was moved by Krickhan and seconded by Mintz that the motion be amended to include the appointment of Sheena Sharp to the to the Sustainable Built Environments Committee (SBEC) for a three-year term effective January 1, 2021.

-- DEFEATED

It was further recognized by Council that Sharp has contributed considerably to the committee however had surpassed the Council's policy regarding terms served on a committee.

The original motion was voted on:

It was moved by Mancini and seconded by Azadeh that Veronica Madonna and Karl van Es be appointed; and, university schools of architecture representatives Shannon Bassett and Vivian Lee be appointed to the Sustainable Built Environments Committee (SBEC) each for a three-year term effective January 1, 2021.

-- CARRIED (3 opposed (Krickhan, Mintz))

9099. Appointments to the Interns Committee (*oral*)

Councillor Krickhan reported that Councillor Gammond has withdrawn his application from the Committee.

It was moved by Krickhan and seconded by Azadeh that Vineetha Sivathasan be re-appointed; and, that the following individuals be appointed to the Interns Committee for a three-year term effective January 1, 2021:

Neo Mahfouz	Stefanie Siu Chong
Samanth Bite	Suzan Saeid Abushama

-- CARRIED

9100. Appointment to the COMPASS Advisory Board (*oral*)

The Vice President Strategic reported that the current representative's term is ending on December 31. A call for expressions of interest was advertised to the membership to serve on the Board for a two-year term.

It was moved by Thomson and seconded by Mintz that Emilio de Leon be appointed as the OAA representative on the COMPASS Advisory Board for a two-year term commencing January 1, 2021.

-- CARRIED

9101. *Reference Material Reviewed:* Memorandum from Comprehensive Education Committee and Vice President Education, Agata Mancini dated November 26, 2020 re. Mandatory Continuing Education Requirement for minimum learning hours of accredited programming focused on Equity, Diversity, and Inclusion and attached supporting documentation. **(APPENDIX 'A')**

The Vice President Education reported that the results of a recent survey focused on Equity, Diversity and Inclusivity in the membership revealed that 60% of respondents reported they experienced some form of harassment or discrimination. The Vice President further noted that this may be considered an act of professional misconduct in regards to conduct unbecoming of a professional. Under the Act, the OAA has a duty to address reported potential professional misconduct matters under the Complaints and Discipline process as set out in the Act, **however, most matters of harassment and discrimination go unreported.**

It was noted by the Vice President Education that the introduction of a mandatory component into the Continuing Education (ConEd) program is just one step to address the issue of harassment and discrimination. The course would be offered free to the membership and offered once per month with the option to offer it in more frequent intervals if necessary.

A member of Council enquired if an option would be to offer the course to a larger group every two months.

The Vice President Education responded that it would be difficult to host a large group from an administrative standpoint.

Doyle added that there may be a resource impact to consider with proposed number of webinars.

It was noted by the Vice President Education that demand for the course on certain dates and caps on the number of attendees at one time will be considered further.

It was moved by Mancini and seconded by Laberge that Council approve the mandatory requirement for a minimum one learning hour of accredited programming focused on Equity,

Diversity, and Inclusion for the Continuing Education Cycle 2021-2022; that staff be directed to determine the best way to implement the requirement for the start of the cycle commencing January 1, 2021; and, that this requirement be reevaluated at the end of the Cycle.

-- CARRIED (2 opposed (Birdsell, Erskine), 1 abstention (Mintz))

9102. *Reference Material Reviewed:* Memorandum from Communications Committee dated November 20, 2020 re. Assessing OAA.Chat as a Digital Collaboration Tool for All Committees and Staff.

(APPENDIX 'B')

The Vice President Communications reported that at the November Council meeting, the public portion of OAA.Chat as a forum for members was considered in the context of a report from the Communications Committee on the matter. Further to that report, a survey of the three committees currently using .chat as a pilot collaboration tool was conducted. The Vice President noted that the feedback revealed a preference for email as the primary communication tool for committee work.

It was noted by the Vice President Communications that there was concern expressed around volunteer fatigue and a need to stay current on multiple platforms hence not wanting to monitor or use another online tool. The Communications Committee has made a decision not to continue to use OAA.chat and recommended that the Committee be tasked with exploring a global solution, and first determining what the needs are of committees, volunteers and staff

Doyle requested some clarification for staff in regards to next steps in terms of other committees that had also been using the .chat site.

A member of Council suggested that the current technology the OAA is using is dated, adding that there are alternatives however noted that they can be more complicated but could be considered for future use.

The Vice President Communications suggested that it depends on the digital competency within the members of each committee to determine what they wish to use.

Doyle suggested that the question for Council is whether to continue to use OAA.chat on the committee level given the feedback from the volunteers that they prefer to use email at this point

A Council member suggested that due to the timing of the introduction of the forum, there may be a learning curve and it is therefore too soon to make a decision to eliminate it.

The Vice President Communications suggested that the OAA's own e-communities functions well for the purpose of committees and noted an upgrade to the visual look and feel with the introduction of the new website.

A member of Council suggested that OAA.chat opened with little training. Noting the earlier comments about email use, the Council member highlighted that OAA.chat has email capability.

A Council member enquired as to the reason for adversity to third party options.

Doyle responded that there is no direct adversity to a third party option, however it is remote from the OAA's current database. Under the OAA's own e-communities, staff can easily sign-up committee members to their individual committee's e-communities as it is a function of our database and they use the same login for all OAA activities including their ConEd transcript, their annual billing, and document orders, etc. The benefit of e-communities is that the membership is drawn seamlessly from the database.

It was noted by the Vice President Communications that the various digital platforms will be assessed by the Communications Committee for the purposed of committee collaboration.

It was moved by Azadeh and seconded by Birdsell that Council direct the Communications Committee to explore options for a system-wide digital collaboration tool between OAA Committees that take into account the needs of both volunteer members and staff; and, that Council reassess the viability of the public forum portion only of OAA.chat at its 2021 Council Priority Planning Session as part of ongoing membership engagement strategies.

-- CARRIED

9103. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated November 19, 2020 re. 'Building Back Better' Panel Discussion. **(APPENDIX 'C')**

The Vice President Strategic reported that a panel discussion is being proposed to focus on the work of members to achieve net zero buildings in the spring of 2021 and potentially as part of the 2021 Conference. The audience is focused on clients, public and financiers, however will be a considerable member engagement activity.

It was moved by Thomson and seconded by Vilardi that Council approve the draft proposal for the panel discussion titled 'Building Back Better' which would be offered in connection with the OAA's Conference week in spring 2021, and that an amount up to \$6,000 be budgeted accordingly, to be drawn from the policy contingency.

-- CARRIED

9104. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated November 19, 2020 re. Consideration of Letter to Minister Clark re. Long Term Care/Congregate Living Spaces and the Ontario Building Code (OBC) and attached supporting documentation. **(APPENDIX 'D')**

Doyle reported that the letter for Council's consideration will be addressed to the Minister of Municipal Affairs and Housing, highlighting the issue of infection control. There is a typo in the letter which will be corrected.

It was moved by Spiegel and seconded by Vilardi that Council approve the draft letter to Minister Stephen Clark requesting changes to the Ontario Building Code to address the lack of building-related infection control measures.

-- CARRIED

9105. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated November 18, 2020 re. Appointments to the Canadian Architectural Certification Board (CACB) and attached supporting documentation. **(APPENDIX 'E')**

Doyle reported, noting that the national appointments to the CACB Board of Directors are subject to ratification by each of the CALA jurisdiction Councils.

It was moved by Erskine and seconded by Mintz that Council approve the recommendation of the National Canadian Architectural Certification Board (CACB) Standing Committee to appoint Peter Osborne to the CACB Board as the Canadian Architectural Licensing Authorities (CALA) representative; and, Anna Richter to the CACB Board as the joint CALA/Canadian Council of University Schools of Architecture (CCUSA) representative.

-- CARRIED

ITEMS FOR DISCUSSION

9106. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated October 26, 2020 re. Further consideration of the resolution as approved by the membership at the August 6, 2020 Annual General Meeting and attached supporting documentation. **(APPENDIX 'F')**

Doyle reported.

It was noted by a member of Council that the issue of professional seals and enforcement is one of the top priorities identified by the renewed Engineers, Architects and Building Officials (EABO).

Given the time in the day, the President suggested that the issue be deferred and take top priority in the January 2021 Council agenda for discussion at that time.

Action: Council deferred discussion on the member resolution and matter of digital seals to the January 21, 2021 meeting of Council; and, that it be designated for top priority to be discussed at that time.

9107. *Reference Material Reviewed:* Memorandum from Councillors, Natasha Krickhan and Milda Miskinyte dated December 4, 2020 re. Intern Architect Title Survey Report and attached supporting documentation. **(APPENDIX 'G')**

Council moved from in camera to open at 1:30 p.m. to receive a presentation from Stratcom representatives, Armand Cousineau and Angela Lee.

Murray left the meeting at 1:30 p.m.

The President welcomed Cousineau and Lee to the meeting.

Cousineau and Lee presented the findings of the survey to Council.

A member of Council enquired as to what the next steps will be now that the results of the survey are complete.

Councillor Miskinyte responded that work is underway to prepare a motion for the January Council meeting which will propose a title change for Council's consideration at that time.

A Council member requested some clarification with respect to the rationale and weighting of the survey.

Cousineau responded that the sample has been weighted to represent the actual population of the OAA membership in terms of intern architects and licensed members such that they are given equal weighting in the survey results.

It was suggested by Councillor Krickhan that Stratcom would be able to assist in facilitating the next steps in the process, however it was noted that this work was not in their original scope.

Doyle suggested that, in considering a recommendation from the Interns Committee, it would be important for Council to also understand all of the tangential issues and what would be required in order to implement a title change that exists in Regulation 27 and embedded in a national program. As such, a more realistic date to prepare a final report would be for the March meeting of Council. Information from the Office of the Registrar and further investigation and research will be required to proceed. It was further noted that a discussion with the members of CALA might be appropriate since all jurisdictions follow the IAP and use the term Intern Architect (or intern).

Action: It was agreed that the Interns Committee would consider the survey results further with a view to making a recommendation to the March Council meeting and that the report should also include information regarding other issues and implications of a title change such as the process for a Regulatory Change.

The President thanked Cousineau and Lee for their presentation.

Cousineau and Lee left the meeting at 1:55 p.m.

Gammond left the meeting at 2:00 p.m.

The meeting returned to in camera at 2:10 p.m.

9108. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle re. Tools and Resources re. Professional Fees. **(APPENDIX 'H')**

Doyle reported that further to the action item from the March 2020 meeting, the report addresses action taken by the various program areas since that time as well as recaps existing tools, resources and initiatives that the OAA has in terms of supporting members around professional fees.

It was noted by Doyle that QBS in the process of a refreshment, as well, there has been work as outlined in the report in the areas of communication and education.

Doyle noted that several new ideas proposed included the creation of an app for professional fees, a centralized website page for information on fees, and more engagement with the local societies.

It was suggested by Doyle that further discussion on the issue be tabled for the 2021 Priority Planning Session in February.

Action: Council directed that the issue of professional fees be added to the agenda for the 2021 Priority Planning Session.

CONSENT AGENDA

EXECUTIVE COMMITTEE REPORTS

9109. *Reference Material Reviewed:* Activities for the months of November to December. **(APPENDIX 'I')**

The report was noted for information.

9110. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated November 25, 2020 re. Update on Activities of the Executive Director. **(APPENDIX 'J')**

The report was noted for information.

9111. *Reference Material Reviewed:* Memorandum from the Governance Committee dated November 24, 2020 re. Update on OAA Governance Committee activities. **(APPENDIX 'K')**

The report was noted for information.

9112. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated November 19, 2020 re. Update on the activities under the Vice President Strategic portfolio and attached background information. **(APPENDIX 'L')**

The report was noted for information.

9113. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated November 19, 2020 re. Sustainable Built Environments Committee (SBEC) Update. **(APPENDIX 'M')**

The report was noted for information.

9114. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated November 20, 2020 re. Update on Appeal of Harmonized Zoning By-law. **(APPENDIX 'N')**

The report was noted for information.

9115. *Reference Material Reviewed:* Memorandum from Councillor, Natasha Krickhan and Past President and co-chair of the Reconciliation round table and De-Colonization Working Group, John Stephenson dated November 26, 2020 re. OAA Truth and Reconciliation Working Group Update. **(APPENDIX 'N')**

The report was noted for information.

9116. *Reference Material Reviewed:* Memorandum from Vice President Communications, Amir Azadeh dated November 24, 2020 re. Communications Committee Update and attached background information. **(APPENDIX 'O')**

The report was noted for information.

9117. Report from Vice President Regulatory (*oral*)

There were no further updates since the last meeting of Council.

9118. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated December 4, 2020 re. Activities Under the Registrar –October 21 – November 19, 2020 and attached background information. **(APPENDIX 'P')**

The report was noted for information.

9119. *Reference Material Reviewed:* Memorandum from Councillor and Chair, The Interns Committee, Natasha Krickhan dated December 4, 2020 re. Interns Committee Update. **(APPENDIX 'Q')**

The report was noted for information.

9120. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated November 24, 2020 re. Report from Vice President Practice. **(APPENDIX 'R')**

The report was noted for information.

9121. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated November 25, 2020 re. OAA/Ontario General Contractors Association (OGCA) Best Practices Committee – Report on November 19, 2020 Meeting and attached supporting documentation. **(APPENDIX 'S')**

The report was noted for information.

9122. *Reference Material Reviewed:* Memorandum from the Comprehensive Education Committee dated November 20, 2020 re. Update from Vice President Education. **(APPENDIX 'T')**

The report was noted for information.

ITEMS FOR INFORMATION

9123. *Reference Material Reviewed:* Canadian Architectural Certification Board (CACB) Latest Activities dated November 6, 2020. **(APPENDIX 'U')**

The report was noted for information.

9124. *Reference Material Reviewed:* Canadian Architectural Licensing Authorities (CALA) Regulators Meeting Agenda – November 13, 2020. **(APPENDIX 'V')**

The agenda was noted for information.

9125. Society Updates and 2020 Fall President's Tour *(oral)*

There were no updates since the last meeting of Council.

9126. *Reference Material Reviewed:* Report from Ontario Association for Applied Architectural Sciences (OAAAS) dated November 24, 2020 re. Report to OAA Council. **(APPENDIX 'W')**

The report was noted for information.

OTHER BUSINESS

9127. There was no other business.

DATE OF NEXT MEETING

9128. The next regular meeting of Council is Thursday January 21, 2021 at 9:30 a.m. via Zoom.

ADJOURNMENT

9129. **It was moved and seconded that the meeting be adjourned at 4:50 p.m.**

-- CARRIED UNANIMOUSLY

President

Date