

Ontario Association of Architects

Meeting #273 Open

MINUTES

March 4, 2021

The two hundred and seventy third meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday March 4, 2021 via Zoom.

Present:	Susan Speigel	President
	Agata Mancini	Senior Vice President & Treasurer
	Paul Hastings	Vice President Regulatory
	Jennifer King	Vice President Communications
	Natasha Krickhan	Vice President Education
	Kathleen Kurtin	Immediate Past President
	Kristiana Schuhmann	Vice President Strategic
	Settimo Vilardi	Vice President Practice
	Farida Abu-Bakare	Councillor
	J. William Birdsell	Councillor
	Heather Breeze	Councillor
	Donald Chen	Lieutenant Governor in Council Appointee
	Barry Cline	Councillor
	J. Gordon Erskine	Councillor
	Michelle Longlade	Lieutenant Governor in Council Appointee
	Lara McKendrick	Councillor
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Deo Paquette	Councillor
	Gaganjot Singh	Lieutenant Governor in Council Appointee
	Andrew Thomson	Councillor
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services
Regrets:	Jeffrey Laberge	Councillor

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

The President noted a video titled *Zaasaakwe* written and directed by Madison Thomas would be shared with Council as an acknowledgement and recognition of the indigenous land and its people.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

AGENDA APPROVAL

9161. The President noted that there were no items to be added to the agenda:

It was moved by Vilardi and seconded by Schuhmann that the agenda for the March 4, 2021 open meeting be approved as circulated.

-- CARRIED

CONSENT AGENDA

9162. The President called for requests to discuss any items contained within the Consent Agenda.

A Council member requested that item 6.3.a *Report from Vice President Strategic* be moved out of the Consent Agenda to discuss Minister's Zoning Orders (MZO's).

It was moved by Birdsell and seconded by Longlade that the consent agenda for the March 4, 2021 open meeting be approved as amended.

-- CARRIED

APPROVAL OF MINUTES

9163. *Reference Material Reviewed:* Draft minutes of the January 21, 2021 Open Council meeting.

The draft minutes of the January 21, 2021 Open Council meeting were reviewed.

A member of Council suggested that on page three, the time of departure for the Administrator, Licence be corrected.

It was moved by Vilardi and seconded by Longlade that the minutes of the January 21, 2021 Open Council meeting be approved as amended.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9164. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9165. *Reference Material Reviewed:* 2021 Council Priority Planning Session Report "Signal – 2021 'Signal & Sketch', and Council Priority Objectives Diagram. (**APPENDIX 'A'**)

The President presented the final report and objective diagram resulting from the February Council planning session. She noted that the OAA's primary mandate was considered first and foremost in addressing the Council priorities. The intent of the outcome is to simplify a means to address complex issues affecting the OAA and the public. The report is considered to be a draft working document; looking at trends and design solutions.

It was noted by the President that the key themes are Futures, Educate, and Voice. The graphic representation is a work in progress, which is to be implemented by Executive within their respective portfolios along with our vision, desire to consider the planet, the profession and people.

The President noted that the key issue that seemed to rise to the top was how to identify the Voice of Council and how to use it. It was suggested that the Vice President take away the report and look into how to implement it in each of their respective portfolios.

It was suggested by the President that there could be a mini-retreat scheduled between June-September to measure progress on advancing this big picture within specific activities and initiatives and consider next steps.

It was moved by Mintz and seconded by McKendrick that Council receive the final results of their February Planning and Priority setting session; and, that this information be shared with all staff and standing committees through the appropriate Vice President in the context of the committee mandate and specific activities for this year such that they will ensure that existing and new initiatives be evaluated against this document before moving forward.

-- CARRIED

9166. *Reference Material Reviewed:* Final Draft 2020 OAA Audited Financials. **(APPENDIX 'B')**

The Senior Vice President and Treasurer reported.

A member of Council requested some clarification with respect to the reporting of loss for OAAAS.

Doyle responded that OAAAS operates based on contributions from the OAA; annually there is a transfer of a budgeted amount per the OAAAS and OAA budgets resulting in a breakeven scenario. The business model is based on contributions of the Founder from the licence fees of the Licensed Technologist OAA members.

The Senior Vice President and Treasurer confirmed that of the 2020 surplus, \$270,000 was allocated to the mortgage and the remainder was allocated proportionately to the capital, legal, and operating reserves as follows: \$10,000 legal reserve; \$520,000 capital reserve; and, \$83,500 to the operating reserve. It was noted that these amounts are less than had originally been anticipated and approved by Council at the January meeting.

Council recognized that the reserve allocation differed from the allocation as approved by Council in January due to the fact that it was an anticipated amount dependent upon receipt of the audited financial statements for 2020.

It was moved by Paquette and seconded by Mancini that Council receive and accept the 2020 audited financial statements for the Ontario Association of Architects as circulated.

-- CARRIED

9167. *Reference Material Reviewed:* Memorandum from Immediate Past President, Kathleen Kurtin dated February 17, 2021 re. Summary Report of OAA's Roundtables on Equity, Diversity and Inclusion (the Report) and attached supporting documentation. **(APPENDIX 'C')**

The Immediate Past President reported.

A Council member enquired as to whether each of the two roundtables yielded different results.

The Immediate Past President responded that the first roundtable consisted of licensed members and the second constituted interns and student associates. In the second roundtable there was more time spent in prepping the group leaders for the breakout sessions. A difference in demographics resulted in the first roundtable expressing more conservative views whereas the second group was more vocal in opinions.

It was noted by the Immediate Past President that the roundtables were structured such that feedback was not permitted on the input given by the participants.

It was suggested by a member of Council that there may have been more commonality of issues among the interns and student associates whereas the licensed members were more varied in experience and practice.

It was suggested by the Immediate Past President that the first roundtable appeared to be more aware of what the OAA does whereas the second group appeared to express the same experience and insight amount the group, however with less understanding of the roles and responsibilities of the OAA.

A Council member noted that the group in the first roundtable which they attended was well guided and sufficient clarification was offered with what was in the scope of discussion.

It was noted by a member of Council that the action and priorities list was extensive and requested some clarification with respect to next steps.

The Immediate Past President responded that the next steps would be addressed by the Working Group which is an upcoming item on the agenda.

It was moved by Kurtin and seconded by Mancini that Council receive the Summary Report of the OAA's Roundtables on Equity, Diversity, and Inclusion dated February 1, 2021; and, that the Report be communicated to the membership through the appropriate channels with the guidance of the Communications Team.

-- CARRIED

The Immediate Past President proposed that a demographic survey, combined in some way with the OAA's fees renewal be included annually in the form of a voluntary survey.

A member of Council expressed some concern with respect to the accuracy of the results as to whether it would produce accurate demographics since it is not mandatory.

The Immediate Past President responded that surveys always allow for a certain percentage of error and based on the response rate constitute a representative sampling.

A Council member noted that the data can be analyzed to determine if there is a particular group not responding. Further investigation can look into whether a group is missing or if there is a reason they are not responding.

Doyle suggested that for benchmarking purposes, the same survey would be issued each year.

It was moved by Kurtin and seconded by Longlade that Council approve the inclusion of voluntary demographic data collection as part of the annual renewal process for the membership; and, that staff be directed to develop an appropriate implementation mechanism.

-- CARRIED

9168. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 22, 2021 re. Bird-Friendly Design – Open Letter and attached supporting documentation. **(APPENDIX 'D')**

Doyle reported that a request from the Fatal Light Awareness Program (FLAP) has been made such that an open letter from 2016 be reissued to the membership. Some amendments to the letter were made to include an update on the OAA's action to install bird-friendly applications to a portion of the Headquarters.

It was suggested by a Council member that there be an education piece added to the website with a link to courses available. A Ryerson course was cited as a good example.

It was moved by Mintz and seconded by Birdsell that Council approve the open letter re. Ongoing Support for Bird-Friendly Design to promote bird-friendly design practices and standards

-- CARRIED

9169. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle and Registrar, Christie Mills dated February 23, 2021 re. Responding to Outstanding Elements of Members' Resolution re. Digital Seals – Actions to address Enforcement & Design Requirements. **(APPENDIX 'E')**

Doyle reported that further to the January Council meeting, she and Mills were directed to bring forward recommendations in a multi-pronged approach on the issue of enforcement at the building department level.

It was noted by a member of Council that there will be a roundtable of building officials to be held in the next short while.

A Council member enquired as to whether there was statistical information available with respect to submissions to the building departments not in compliance with the *Architects Act*.

A member of Council responded that the Chief Building Official for Toronto had indicated that the City has the data and are undertaking analysis of the information.

It was suggested by a member of Council that consideration be made to extend an invitation to small municipalities to the upcoming roundtable.

A Council member suggested that a webinar presentation may be developed, spearheaded by the Vice Presidents Education and Strategic focused on smaller municipalities.

Following discussion, Doyle noted that she will work with Communications staff to draft the final communication on this matter to respond to this second portion of the members's motion which was approved at the Annual General Meeting in 2020.

It was moved by Kurtin and seconded by Birdsell that Council approve the initiatives contained in the report to Council dated February 23, 2021 in order to further facilitate the enforcement of design requirements within building departments; that the Executive Director and Registrar be tasked with the execution of those initiatives; and, that the initiatives be communicated to the membership as a response to the outstanding elements of the member's resolution dated August 6, 2020.

-- CARRIED

9170. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Kristiana Schuhmann dated February 19, 2021 re. Updates to PACT and SBEC Terms of Reference and attached supporting documentation. **(APPENDIX 'F')**

The Vice President Strategic reported. Advertisement for the interns to join the committees will be offered; however, if the candidates do not meet the requirements, the intention is to leave the position vacant.

It was suggested by a member of Council that the criteria around the appointment of a Chair for SBEC requires some clarification, additionally requesting some background with respect to the change dating to 2019.

A Council member responded that a change was necessitated by the need to revitalize the Sustainable Built Environments Committee (SBEC), adding that direct leadership by Council served the Committee well.

It was suggested by a member of Council that for SBEC's purposes the selection of an Indigenous member should serve to provide further insight into Indigenous knowledge as it relates to sustainability.

The Vice President provided some background on the original consideration to include a student associate however it had been agreed to focus on intern representation at this time. SBEC's academic representation is currently well served by its school representatives.

It was moved by Schuhmann and seconded by Cline that the Terms of Reference for the Policy Advocacy Coordination Team (PACT) be amended to include the opportunity for an intern architect to join when vacancies arise.

-- CARRIED

It was moved by Schuhmann and seconded by Erskine that the Terms of Reference for the Sustainable Built Environments Committee (SBEC) be amended to include the opportunity for an

intern architect as well as an industry or association representative to join ; and, to clarify the terms such that there may be an indigenous representative, however it is not mandatory.

-- CARRIED

9171. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 24, 2021 re. Terms of Reference Equity, Diversity and Inclusivity and Reconciliation Report Review Working Group and attached supporting documentation. **(APPENDIX 'G')**

The Immediate Past President reported that the final report from the Truth and Reconciliation Working Group has been received as well as the report from the Equity, Diversity and Inclusivity roundtables. Multiple recommendations have been proposed as a result of the findings and as such, it is being proposed that a Working Group be established to review and propose the next steps toward implementation. The Working Group would include individuals to serve as a champion for Indigenous, Gender, and Minority issues. The Immediate Past President noted that the draft terms of reference needed to be amended such that the reference to a 'champion for women' be changed to a 'champion on gender'. It was agreed that change would be made.

A Council member suggested that it is important that the members of the Working Group have completed cultural competency training, suggesting that the Chair should be Indigenous.

It was suggested by a member of Council that a request for expressions of interest first be sent out to Council; then the applications may be evaluated to identify the candidates best fitted to the Working Group.

Doyle suggested that the recommendations initially be reviewed to determine their fit into the mandate and priorities of the OAA. After that point other resources and individuals could be invited to discuss the specifics of each recommendation. The first steps in establishing the Working Group may be to establish whom those from Council will be serving.

It was moved by Kurtin and seconded by Krickhan that the terms of reference to establish a Working Group to further review the reports of the Truth and Reconciliation Task Group and the OAA's roundtables on Equity, Diversity, and Inclusivity be approved.

-- CARRIED

9172. *Reference Material Reviewed:* Report from the Ontario Association for Applied Architectural Sciences (OAAAS) Executive Director, Garry Neil dated February 22, 2021 re. Report to OAA Council – March 2021. **(APPENDIX 'H')**

Doyle report that there is a vacancy on the Board. A candidate is being proposed to fill a position for a two-year term.

It was moved by Mintz and seconded by Paquette that Christine Braun be appointed to the Ontario Association for Applied Architectural Sciences (OAAAS) for a term ending at the next meeting of the Founder in 2023.

-- CARRIED

ITEMS FOR DISCUSSION

9173. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle and Communications Manager, Erik Missio dated February 23, 2021 re. OAA Website Update and attached background information. **(APPENDIX 'I')**

Doyle reported that there had been some inconsistencies with respect to the search engine, pagination and other issues related to the Website. Communications is working with website consultant, Enginess to resolve the list of deficiencies.

Missio provided a presentation to Council on work ongoing to resolve the outstanding items on the deficiencies list, indicating that fixes for the site-wide search issues is anticipated to be resolved by the end of March.

It was suggested by a member of Council that the current search function requires an overt amount of steps in order to locate required information; a functional and comprehensive search is needed to resolve this issue.

The update was noted for information.

9174. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 24, 2021 re. Results of Licensed Technologist OAA Title Survey and attached background information. **(APPENDIX 'J')**

Doyle reported on the results of the Licensed Technologist OAA (Lic.Tech.OAA) title survey, noting that 75% were in favour of changing their current title to Licensed Architectural Technologist.

It was suggested by Doyle that the results of the survey be rolled into the review of the program by the Working Group as a holistic approach.

A member of Council suggested that because of the potential for a lengthy review of the program by the Working Group that consideration be made to pursue the title change immediately, adding that it would likely have a positive impact on their practice.

A Council member noted that though it would be of benefit, it may be better to include the next steps into discussion with the Working Group, as there are pieces that would to be considered as part of the overall review of the program.

A member of Council suggested that since there appears to be some indecisiveness that the issue be sent to Working Group to review in the context of the program.

It was moved by Mancini and seconded by Paquette that the report on the Licensed Technologist OAA Title Survey be received; that Council reconfirms its support to move forward with the title change; and, that further discussion around next steps be held in the context of the OAA Technology Program Review Working Group.

-- CARRIED (4 opposed (Krickhan))

9175. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Kristiana Schuhmann dated February 19, 2021 re. Update on activities under the Vice President Strategic portfolio and attached background information. **(APPENDIX 'J')**

A Council member enquired as to whether there are minutes available from past meetings with the Ministry of Municipal Affairs and Housing (MMAH).

Doyle responded that a formal set of minutes are prepared for meetings we have with government. Staff does take their own notes. This would then be reported either to Executive Committee or in the context of the next Council meeting via the appropriate Vice President report.

It was suggested by the Council member that those notes be incorporated as regular reports to Council.

It was noted by a member of Council that the MMAH requested a call for feedback on watersheds, adding that the conservation authority and not architects should be responding. There is a conservation piece from MMAH regarding protection of the greenbelt, however, that does not appear to be clear adding that members are being asked for feedback.

It was suggested by the Council member that a letter of support for the conservation authority be sent to the Ministry. It was noted that any member has the ability to respond to any public consultation being offered by Government.

A member of Council noted that under Bill 257 MZO's may disregard provincial policy statements. It is a significant issue which is being discussed through PACT.

It was noted by a Council member that it has not yet been confirmed whether MZO's are yet beneficial or detrimental in the absence of sufficient information to review at this point. There may be avenues where members can look to the OAA where there may be an MZO that is potentially detrimental. It was suggested that there is information on various Websites which highlight projects where MZO's have been used.

CONSENT AGENDA

EXECUTIVE COMMITTEE REPORTS

9176. *Reference Material Reviewed:* Activities for the months of January to March. **(APPENDIX 'K')**

The report was noted for information.

9177. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 25, 2021 re. Update on Activities of the Executive Director. **(APPENDIX 'L')**

The report was noted for information.

9178. *Reference Material Reviewed:* Memorandum from the OAA Building Committee dated February 22, 2021 re. Update from OAA Building Committee. **(APPENDIX 'M')**

The report was noted for information.

9179. *Reference Material Reviewed:* Memorandum from the Governance Committee dated March 4, 2021 re. Update on OAA Governance Committee Operational Review RFP. **(APPENDIX 'N')**

The report was noted for information.

9180. *Reference Material Reviewed:* Memorandum from the Joint OAA/ARIDO Task Group dated February 22, 2021 re. Update on Activities of the Joint OAA/ARIDO Task Group. **(APPENDIX 'O')**

The report was noted for information.

9181. *Reference Material Reviewed:* Memorandum from the OAA Technology Program Review Working Group dated February 22, 2021 re. Update on establishment of the OAA Technology Program Review Working Group. **(APPENDIX 'P')**

The report was noted for information.

9182. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Kristiana Schuhmann dated February 23, 2021 re. Sustainable Built Environments Committee (SBEC) Update. **(APPENDIX 'Q')**

The report was noted for information.

9183. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 23, 2021 re. Update on Appeal of Harmonized Zoning By-law. **(APPENDIX 'R')**

The report was noted for information.

9184. *Reference Material Reviewed:* Memorandum from the Communications Committee dated February 23, 2021 re. Communications Committee Update and attached background information. **(APPENDIX 'S')**

The report was noted for information.

9185. *Reference Material Reviewed:* Memorandum from the Conference Task Group dated February 23, 2021 re. 2021 OAA Conference. **(APPENDIX 'T')**

The report was noted for information.

9186. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings and Registrar, Christie Mills dated March 4, 2021 re. Activities Under the Registrar January 1, 2021 – February 18, 2021 and attached background information. **(APPENDIX 'U')**

The report was noted for information.

9187. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated February 24, 2021 re. Report from Vice President Practice. **(APPENDIX 'V')**

The report was noted for information.

9188. *Reference Material Reviewed:* Memorandum from the Vice President Education dated February 17, 2021 re. Update from Vice President Education. **(APPENDIX 'W')**

The report was noted for information.

ITEMS FOR INFORMATION

9189. *Reference Material Reviewed:* DIAC Update 2020. **(APPENDIX 'X')**

The report was noted for information.

OTHER BUSINESS

9190. There was no other business.

DATE OF NEXT MEETING

9191. The next regular meeting of Council is Wednesday May 12, 2021 at 9:30 a.m. via Zoom.

ADJOURNMENT

9192. **It was moved by Vilardi and seconded by Paquette that the meeting be adjourned at 3:45 p.m.**

-- CARRIED UNANIMOUSLY

President

Date