

Ontario Association of Architects

Meeting #286 Open

MINUTES

March 2, 2023

The two hundred and eighty sixth meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday March 2, 2023 at OAA Headquarters, 111 Moatfield Drive, Toronto and virtually via Zoom.

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| Present: | Settimo Vilardi | President |
| | Ted Wilson | Senior Vice President and Treasurer |
| | Susan Speigel | Immediate Past President |
| | Christina Karney | Vice President |
| | Kristiana Schuhmann | Vice President |
| | Farida Abu-Bakare | Councillor |
| | Loloa Alkasawat | Councillor |
| | Ida Badre | Councillor (<i>virtual</i>) |
| | J. William Birdsell | Councillor |
| | Kimberly Fawcett-Smith | Lieutenant Governor in Council Appointee (<i>virtual</i>) |
| | Natasha Krickhan | Councillor |
| | Michelle Longlade | Lieutenant Governor in Council Appointee |
| | Lara McKendrick | Councillor (<i>virtual</i>) |
| | Elaine Mintz | Lieutenant Governor in Council Appointee |
| | Deo Paquette | Councillor |
| | Clayton Payer | Councillor |
| | Greg Redden | Councillor (<i>virtual</i>) |
| | Gaganjot Singh | Lieutenant Governor in Council Appointee |
| | Marek Zawadzki | Councillor |
| | Kristi Doyle | Executive Director |
| | Christie Mills | Registrar |
| Regrets: | Thomas Yeung | Councillor |
| | Tina Carfa | Executive Assistant, Executive Services |
| Guests: | Andrew Thomson | Member-at-Large & Past Councillor |

The President called the meeting to order at 11:25 a.m.

The President noted a land acknowledgement video *The Hidden History of Hand Talk* from Vox's Missing Chapters Series <https://youtu.be/s1-StAlw3aE> would be shared with Council as an acknowledgement and recognition of the indigenous land and its people.

The President welcomed staff in attendance at the meeting.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

There were no conflicts of interest identified.

AGENDA APPROVAL

9547. The President reported that the no new items will be added to the agenda.

It was moved by Karney and seconded by Mintz that the agenda for the March 2, 2023 open meeting be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

9548. *Reference Material Reviewed:* Draft minutes of the January 19, 2023 Open Council meeting.

The draft minutes of the January 19, 2023 Open Council meeting were reviewed.

It was moved by Fawcett-Smith and seconded by Longlade that the minutes of the January 19, 2023 Open Council meeting be approved as circulated.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9549. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9550. *Reference Materials Reviewed:* Memorandum from Finance and Audit Committee dated March 2, 2023 re. Audited Financial Statements as at November 30, 2022. **(APPENDIX 'A')**

The Senior Vice President and Treasurer reported on the following key highlights from the Audit Report:

- The OAA is in a positive and strong financial position.
- The Finance & Audit Committee has set specific objectives around the allocation of surplus funds into the restricted reserve funds to ensure minimum goals are reached in an appropriate time frame.
- The Audit Report as prepared by Grant Thornton was well prepared and presented to the Committee on February 17.
- Significant risks have been noted by the Auditor with commentary to support appropriate safeguards that are currently in place, or where additional attention would continue to strengthen the financial processes of the OAA, i.e. review of journal entries

A member of Council noted the significant difference/decrease in the value of net income from investment in Pro-Demnity between 2021 and 2022. It was suggested that Pro-Demnity be requested to review their investment management and portfolios. One of the interlocking directors noted that this did not go unnoticed by Pro-Demnity's Finance & Audit Committee and have also requested further explanation. It was noted that there was a re-alignment exercise recently to take advantage of the stronger bond market.

A member of Council requested clarification regarding the OAA Mortgage. It was clarified that the mortgage is currently locked into a five-year term that will come due in 2026. Doyle added that consideration will be given to pay down of the mortgage once that option becomes available. It was agreed that management and the Finance & Audit Committee needs to be mindful of this and be prepared.

It was moved by Wilson and seconded by McKendrick that Council receive and accept the 2022 audited financial statements for the Ontario Association of Architects as circulated.

--CARRIED

9551. Nomination of Honorary Members (*oral*)

Doyle reported on the submissions for Honorary Membership.

It was moved by Longlade and seconded by Speigel that Council approve the nomination of Brian Masse for election to Honorary Membership within the OAA at the Annual General Meeting on May 3, 2023.

-- CARRIED

It was moved by Wilson and seconded by Speigel that Council approve the nomination of Blaine Nicholls for election to Honorary Membership within the OAA at the Annual General Meeting on May 3, 2023.

-- CARRIED

9552. Appointment to Communications and Public Education Committee (CPEC) (*oral*)

Vice President Karney reported on the application to CPEC.

It was moved by Karney and seconded by Krickhan that Jon Hobbs be appointed to the Communications and Public Education Committee for a three-year term effective immediately.

-- CARRIED

9553. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 16, 2023 re. OAA Representation on the Canadian National Exhibition Association (CNEA). **(APPENDIX 'B')**

Doyle reported

It was moved by Mintz and seconded by Longlade that the OAA withdraw its membership status from the Canadian National Exhibition Association (CNEA) effective at their next Annual General Meeting in May 2023.

--CARRIED

The meeting broke for lunch at 12 noon and resumed at 1:00 p.m.

Councillor Zawadzki left the meeting during the lunch break.

The President noted that the first item of business after the lunch break would be the presentation by past Councillor Andy Thomson regarding the TEUI 2.0.

9554. *Reference Materials Reviewed:* Memorandum from Councillor and Chair, Interns Committee, Farida Abu-Bakare dated February 17, 2023 re. Updated Terms of Reference and 2023 Annual Work Plan and attached supporting documentation. **(APPENDIX 'C')**

Councillor Abu-Bakare reported

A member of Council suggested that it would have been useful to have a redlined version of the terms of reference in order to understand the changes. It was noted that the changes were reviewed and discussed at the Council planning session in February; however there was agreement that it would be useful in the future.

It was moved by Abu-Bakare and seconded by King that Council approve the updated Interns Committee Terms of Reference and 2023 Work Plan.

--CARRIED

9555. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 17, 2023 re. Roundtable Discussion with Firms re. Equity, Diversity & Inclusion (EDI) Best Practices Update and attached supporting documentation. **(APPENDIX 'D')**

Doyle reported and requested that Council forward ideas that they may have regarding a facilitator to her in the coming weeks.

A member of Council suggested that consideration be given to have two facilitators, one who is focused on EDI and the other who can facilitate aspects of Truth & Reconciliation.

It was moved by Mintz and seconded by Longlade that Council approve the proposed work plan for the OAA Roundtable Discussion with Firms re. Equity, Diversity & Inclusion (EDI) Best Practices planned for fall 2023, with a budget of up to \$3000, and the cost of the proposed roundtable be drawn from the policy contingency budget.

-- CARRIED

9556. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 14, 2023 re. Council Policy – Duties of members of the OAA Council and attached supporting documentation. **(APPENDIX ‘E’)**

Doyle reported, noting that the document had been reviewed and approved in principle by Council at the February planning session.

It was moved by Birdsell and seconded by Abu-Bakare that the Council policy *Duties of Members of the OAA Council* be approved as circulated.

-- CARRIED

9557. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated February 22, 2023 re. Council Policy Amendments – Reimbursement for Councillors, Committee Members, and Volunteers and attached supporting documentation. **(APPENDIX ‘F’)**

Doyle and the Senior Vice President and Treasurer reported.

When asked, Doyle confirmed that the revision dates needed to be added to this policy, and recorded going forward.

It was moved by Wilson and seconded by Schuhmann that amendments to the Council policy *Reimbursement for Councillors, Committee Members, and Volunteers* be approved as presented to Council on March 2, 2023.

-- CARRIED

ITEMS FOR DISCUSSION

9558. There were no items for discussion.

EXECUTIVE COMMITTEE REPORTS

9559. *Reference Material Reviewed:* President’s Activities for the months of January-March. **(APPENDIX ‘G’)**

The report was noted for information.

9560. *Reference Material Reviewed:* Report from Executive Director, Kristi Doyle dated February 21, 2023 re. Executive Director Report to Council. **(APPENDIX ‘H’)**

The report was noted for information.

9561. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills dated February 17, 2023 re. Office of the Registrar Statistical Report to Council and attached background information. **(APPENDIX 'I')**

The report was noted for information.

9562 *Reference Material Reviewed:* Memorandum from Senior Vice President & Treasurer and Interlocking Director, Pro-Demnity Insurance Company, Ted Wilson dated February 22, 2023 re. Pro-Demnity Insurance Company – Annual Appointment of the Auditor and Actuary and attached background information. **(APPENDIX 'J')**

The Senior Vice President and Treasurer reported

It was moved by Wilson and seconded by Karney that Council direct OAA President, Settimo Vilardi 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 30, 2023 Annual Meeting of the Shareholder.

--CARRIED

9563. *Reference Material Reviewed:* Memorandum from the Communications and Public Education Committee dated February 14, 2023 re. Communication and Public Education Committee Update to Council and attached supporting documentation. **(APPENDIX 'K')**

The report was noted for information.

A question was raised regarding the allocation of recurring funding. Missio noted that changes were made recently to the process such that a society needs to re-apply for recurring funding, it is not automatic. It was also noted that additional focus will be placed on understanding the financial situation of societies in the context of their request for additional funding from the OAA.

9564. *Reference Material Reviewed:* Memorandum from Vice President, Kristiana Schuhmann dated February 16, 2023 re. Practice Resource Committee (PRC) – Update and attached background information. **(APPENDIX 'L')**

The report was noted for information.

9565. *Reference Material Reviewed:* Memorandum from Immediate Past President, Susan Spiegel dated February 14, 2023 re. Update on the Policy Advisory Coordination Team's (PACT) work. **(APPENDIX 'M')**

The report was noted for information. Spiegel noted ongoing discussion within the Committee around the development of the National Architecture Policy and the definition of 'the public interest'.

9566. *Reference Material Reviewed:* Memorandum from OAA Building Committee dated February 22, 2023 re. Update from OAA Building Committee. **(APPENDIX 'N')**

The report was noted for information.

ITEMS FOR INFORMATION

9567. *Reference Material Reviewed:* Correspondence from President, Settimo Vilardi to Ministry of Municipal Affairs and Housing dated February 6, 2023 re. Future enhancements to the Qualification Program for Ontario's Building Practitioners. **(APPENDIX 'O')**

The report was noted for information.

9568. *Reference Material Reviewed:* Memorandum from Vice President, Christina Karney dated February 23, 2023 re. OAA Local Architectural Society Annual Reports for 2022 and attached background information. **(APPENDIX ‘P’)**

The reports were noted for information. A member of Council noted that the GVSA representative should be added to the invite list for the Education Big Think roundtable. Some concern was expressed by a member of Council regarding the lack of interest in participation by the members in the Ottawa Regional Society of Architects.

9569. TEUI Calculator Demonstration (*oral*) (1:00 p.m.)

The President welcomed past Coucillor, Andrew Thomson to the meeting at 1:05 p.m.

Thomson presented the beta versions of the new Total Energy Usage Intensity (TEUI) 2.0 calculator, and the new Total Energy Demand Intensity (TEDI) calculator.

As part of the presentation, Thompson reviewed the functionality and output for the OAA's TEUI calculator 1.0. It was noted that the data that has generally been used in the past by other entities as well as government agencies regarding peak heating and cooling is severely outdated. TEUI 1.0 is focused on Part 9 buildings, however TEUI 2.0 is more robust and focusses on Part 3 buildings. TEUI 2.0 offers a building classification drop down menu as well as drop down menus for area, compliance standards being used as well as tiered building code options. Since SB 10 and 12 are being rescinded, the use of the tiered code will allow members to be ready for the new codes in 2024. Weather data is also included from the national research council.

Thomson noted that both are in the testing phase currently. The TEUI 2.0 will be ready for launch by the summer. Council members were asked to test the new tools and provide feedback.

It was noted as well that TEUI takes data that is known about the building and its functionality and provides a calculation. The TEDI calculation is considered a design tool, however it is important to clarify that it is not intended to provide an estimate but rather to help ‘optimize’ the design solution. This will need to be an important disclaimer for the tool and communication with members.

A number of Council members requested that a tutorial or webinar be made available once the tool(s) are ready for use by the members.

The President thanked Thomson for his presentation and recognized that time and effort that Thompson has put towards this project.

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

OTHER BUSINESS

9570. There was no other business.

DATE OF NEXT MEETING

9571. The next regular meeting of Council is Thursday April 27, 2023 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario.

ADJOURNMENT

9572. **It was moved by King and seconded by Redden that the meeting be adjourned at 2:20 p.m.**

-- CARRIED UNANIMOUSLY

President

Date