



Ontario Association of Architects

VISION, MISSION & MANDATE

Vision:

An Ontario in which architects are valued contributors to society, by creating a safe and healthy built environment that performs at the highest levels and elevates the human spirit.

Mission:

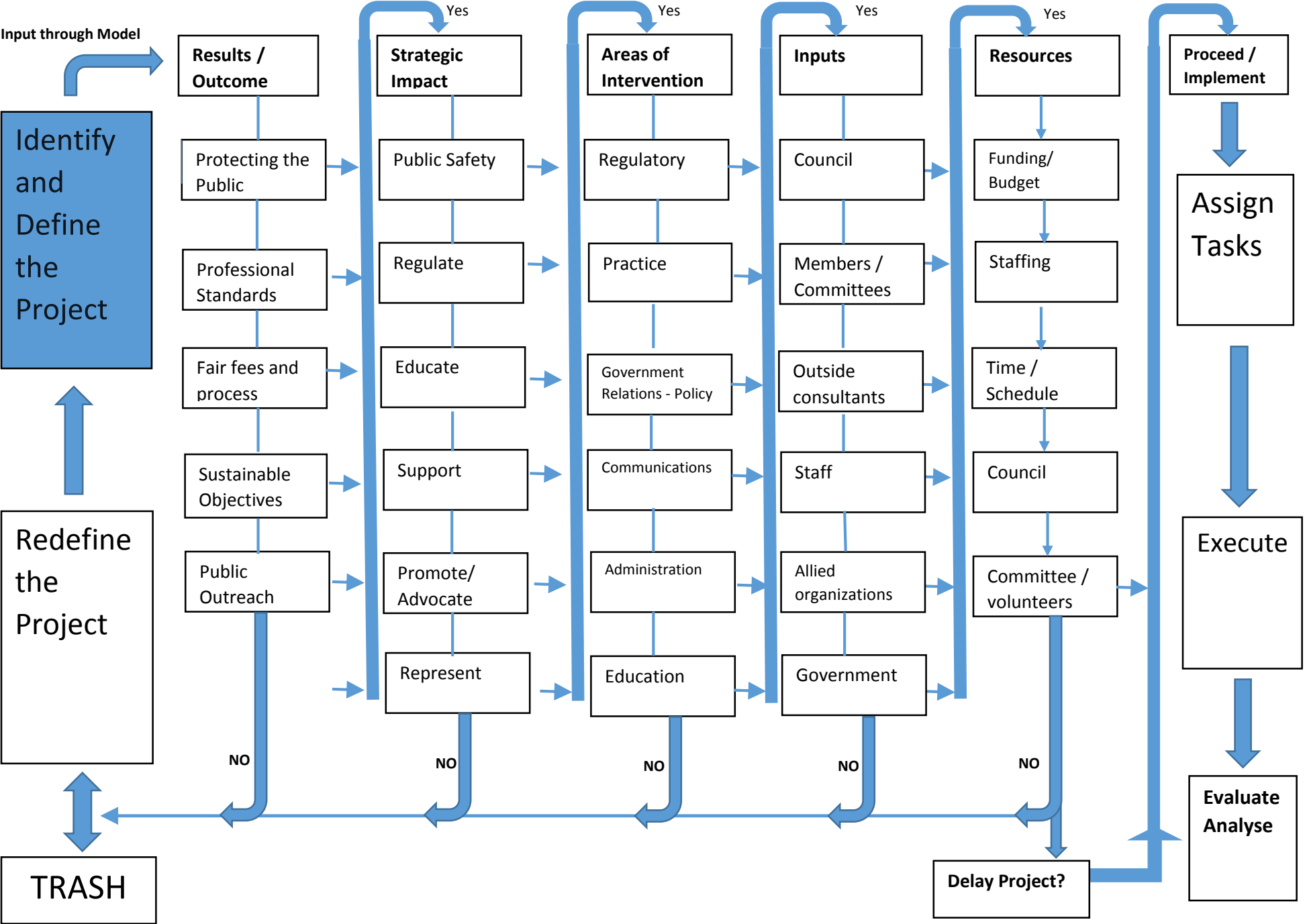
To serve the public interest through the regulation, support, and promotion of the profession of architecture in Ontario.

Mandate:

To regulate and govern the practice of architecture in Ontario in the service and protection of the public interest in accordance with the *Architects Act*, its Regulations and Bylaws; to develop and uphold standards of skill, knowledge, qualification, practice, and professional ethics among architects; and to promote the appreciation of architecture within the broader society.

May 2016

Ontario Association of Architects – Decision Making Logic Model



OAA COUNCIL MEETINGS

RULES AND PROCEDURES

Meetings of the Council of the Ontario Association of Architects (OAA) are conducted in accordance with Roberts Rules of Order which is included in the Councillor Orientation Binder, unless stipulated otherwise with the by-laws or as otherwise approved by OAA Council – see below.

Rules and Procedures for Discussion/Debate/Motions within Council Meetings

- 1) The maximum time for a speech in debate on a motion is two minutes.
- 2) The Chair shall keep a speakers' list of those wishing to speak to a motion; and
 - a) the speakers' list shall be built in the order that the Chair notes a member's intention to speak; and
 - b) any member having not spoken to a motion shall be given preference on the speakers' list over any member who has already spoken to the motion.
- 3) An original main motion may only be introduced at a meeting if it has been added under New Business to the agenda approved for that meeting.
- 4) An item *For Information Only* which no Council member indicates will be the subject of a question or an original main motion is considered to be dispensed upon approval of the agenda for that meeting.
- 5) The meeting will move to a period of informal discussion immediately after a new item has been presented and any questions on the item have been put and answered, but before an original main motion on the item is introduced; and
 - a) a period of informal discussion is defined as the opportunity to discuss an item without there being a motion on the floor; and
 - b) the Chair of the meeting when the item is introduced continues as the Chair during the period of informal discussion unless he or she chooses to relinquish the Chair; and
 - c) in a period of informal discussion the regular rules of debate are suspended; and
 - d) a period of informal discussion ceases when the Chair notes that no additional members wish to speak to the item or when an incidental motion to return to the regular rules of debate passes with a majority; and
 - e) immediately upon leaving a period of informal discussion, the presenter of the item may move an original main motion on the item and the formal rules of debate resume; and
 - f) if the presenter of the item moves no motion on the item then the item is considered dispensed unless an indication to introduce additional original main motions on the item is on the agenda, in which case each of these motions is presented in turn and debated as per the rules of formal debate.

ONTARIO ASSOCIATION OF ARCHITECTS
Council Meeting of January 24, 2019 at approx. 11:00 a.m.

Meeting # 258

OPEN MEETING AGENDA

Recognition of Traditional Lands

1.0 AGENDA APPROVAL

- 1.1 Declaration re. Conflict of Interest

2.0 APPROVAL OF MINUTES

- 2.1 Draft minutes of the December 14, 2018 Open Council Meeting (*see attached*)

3.0 BUSINESS ARISING FROM THE MINUTES

4.0 ITEMS FOR REVIEW AND APPROVAL

- 4.1 Election of Officers (*oral*) Registrar
- 4.2 Ontario Association for Applied Architectural Sciences (OAAAS) – Annual Meeting of the Founder (*see attached – presentation at 11:30am*) OAAAS President & Executive Director
- Appointments to the Board of Directors
 - Founder's Motions
- 4.3 Report from the Housing Affordability Task Group (*presentation at 10am*) Councillor Sin
- 4.4 Toronto 2030 District – Funding Request (*see attached*) Vice President Erskine

EXECUTIVE COMMITTEE REPORTS

- 5.1 Report from the President President
- 5.1.a Activities for the months of December-January (*see attached*) Executive Director
- 5.1.b Report from Executive Director (*see attached*)
- 5.1.c Building Committee Update (*see attached*) OAA Building Committee
- 5.1.d OAA/Association of Registered Interior Designers of Ontario (ARIDO) Joint Task Group Update (*see attached*)
- 5.2 Report from the Senior Vice President and Treasurer SVP and Treasurer
- 5.3 Report from Vice President Strategic Vice President Erskine
- 5.3.a Report from Vice President Strategic (*see attached*)
- 5.4 Report from Vice President Communications Vice President Communications
- 5.4.a Report from the Communications Committee (*see attached*)
- 5.4.b Report from the Sustainable Built Environment Committee (*oral*) Vice President Erskine
- 5.5 Report from Vice President Regulatory Vice President Audet
- 5.5.a Report from the Vice President Regulatory (*oral*)
- 5.5.b Activities Report from the Registrar (*see attached*)
- 5.6 Report from Vice President Practice Vice President Derhak
- 5.6.a Report from Vice President Practice (*see attached*)

6.0 ITEMS FOR DISCUSSION

7.0 ITEMS FOR INFORMATION

- 7.1 Report on 2018 Annual Society Visits (*TBD*) President
- 7.2 Design Industry Advisory Committee (DIAC) – Update (*see attached*) Vice President
Communications

8.0 OTHER BUSINESS

9.0 DATE OF NEXT MEETING

- 9.1 The next regular meeting of Council is Thursday March 7, 2019 at 9:30 a.m. at 1
Duncan Mill Road, Toronto, Ontario.

The annual Council Priority Setting Session is scheduled for Thursday, February
7, 2019 afternoon/evening and Friday, February 8, 2019 at the Westin Prince
Hotel, 900 York Mills Road, Toronto.

10.0 ADJOURNMENT

Ontario Association of Architects

Meeting #257 Open

MINUTES

December 14, 2018

The two hundred and fifty seventh meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Friday December 14, 2018 at the OAA' s temporary Headquarters, 1 Duncan Mill Road, Toronto, Ontario.

Present:	John Stephenson	President
	Kathleen Kurtin	Senior Vice President & Treasurer
	Mélisa Audet	Vice President Regulatory
	Walter Derhak	Vice President Practice
	J. Gordon Erskine	Vice President Strategic
	Vanessa Fong	Vice President Communications
	Mazen Alkhaddam	Councillor
	Donald Ardiel	Councillor
	Amir Azadeh	Councillor
	J. William Birdsell	Councillor
	Jeremiah Gammond	Councillor
	Jeffrey Laberge	Councillor
	Wayne Medford	Lieutenant Governor in Council Appointee
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Sarah Murray	Councillor
	David C. Rich	Councillor
	David Sin	Councillor
	Robert Sirman	Lieutenant Governor in Council Appointee
	Ana Stefanovic	Councillor
	Magid Youssef	Councillor
	Nedra Brown	Registrar
	Kristi Doyle	Executive Director
	Tina Carfa	Executive Assistant, Executive Services
	Erik Missio	Communications Manager

Regrets: None

Guests:	Jack Choi	Graphic Designer, Leo Burnett Canada (<i>part attendance</i>)
	Barry Cline	Incoming Councilor
	Natasha Dagenais	Group Account Director, Leo Burnett Canada (<i>part attendance</i>)
	Lisa Greenberg	Creative Director, Leo Burnett Canada (<i>part attendance</i>)
	Agata Mancini	Incoming Councillor
	Susan Spiegel	Incoming Councillor
	Alberto Temprano	Incoming Councillor
	Melanie Walsh	Administrator, Finance & IT (<i>part attendance</i>)

The President called the meeting to order at 11:00 a.m.

Incoming Council members, Cline, Mancini, Spiegel, Temprano were extended a welcome to the meeting by the President.

The President recited the following acknowledgement that the Council meeting was being held on indigenous land:

"I would like to begin this open meeting of the OAA Council by acknowledging that we are meeting on aboriginal land that has been inhabited by Indigenous peoples from the beginning.

As descendants of settlers, we're grateful for the opportunity to meet here and we thank all the generations of people who have taken care of this land - for thousands of years.

In particular, we acknowledge that the land on which we are meeting is the traditional territory of the Iroquois/Haudenosaunee, the Métis, and the Huron-Wendy peoples and most recently, the territory of the Mississaugas of the New Credit First Nation. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions made by the Métis, Inuit, and other Indigenous peoples, both in shaping and strengthening this community in particular, and our province and country as a whole.

This territory was the subject of the *Dish With One Spoon Wampum Belt Covenant*, an agreement between the Iroquois Confederacy, the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes. It is also covered by the Upper Canada Treaties, which are agreements to share and care for the land and resources around the Great Lakes. Today, the meeting place of Toronto (from the Haudenosaunee word Tkaronto) is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work in this territory.

As settlers, this recognition of the contributions and historic importance of Indigenous peoples must also be clearly and overtly connected to our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our communities

Of special interest to new councillors is that Moatfield is also the location of an ossuary or gravesite near today's Leslie Street and Highway 401 that was rediscovered in 1997 during the expansion of a soccer field. The bones of 90 people were found there and then relocated to a secret location in the general area of the original grave site."

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

Councillor Laberge declared a conflict of interest regarding the report on the recognition of graduates from the McEwen School of Architecture at Laurentian University.

AGENDA APPROVAL

8620 The President noted that there were no new items to add to the agenda.

It was moved by Birdsell and seconded by Erskine that the agenda be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

8621. *Reference Material Reviewed:* Draft minutes of the November 1, 2018 Open Council meeting.

The draft minutes of the November 1, 2018 Open Council meeting were reviewed.

It was moved by Rich and seconded by Laberge that the minutes of the November 1, 2018 Open Council meeting be approved as circulated.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

8622. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

8623. Appointments to Complaints Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Audet and seconded by Birdsell that the following individuals be appointed to the Complaints Committee for a three-year term effective January 1, 2019:

Andrea Buschbaum	Rommel Lumbao
Paul Mitchell	Denis Rioux

-- CARRIED

It was moved by Audet and seconded by Murray that James Farrow be reappointed as Chair of the Complaints Committee for 2019.

-- CARRIED

8624. Appointments to Discipline Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Audet and seconded by Birdsell that Vincent Alcaide be appointed to the Discipline Committee for a three-year term effective January 1, 2019.

-- CARRIED

It was moved by Audet and seconded by Birdsell that Catherine Friis be reappointed to the Discipline Committee for a three-year term effective January 1, 2019.

-- CARRIED

8625. Appointments to the Experience Requirements Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Audet and seconded by Mintz that the following individuals be reappointed to the Experience Requirements Committee for a three-year term effective January 1, 2019:

Andrea Buschbaum	Thea Karlavaris
Rommel Lumbao	

-- CARRIED

8626. Appointment to the Registration Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Audet and seconded by Mintz that Chris Montgomery be appointed to the Registration Committee for a three-year term effective January 1, 2019.

-- CARRIED

8627. Appointments to the Practice Resource Committee (*oral*)

The Vice President Practice reported.

A Council member enquired as to whether the roster will decrease to 12 next year.

Doyle confirmed that the roster would reduce, adding that as the terms end next year then there will be only two vacancies to fill.

It was moved by Derhak and seconded by Erskine that the following individuals be appointed to the Practice Resource Committee in accordance with terms outlined in the chart below:

	Practice Resource Committee (appointments)	Breakdown	Staggered Terms
1	VP, Practice	VP, Practice	1 yr
2	Councillor Liaison	Councillor Liaison	1 yr
3	Mr Laszlo Mohacsi (Ottawa)	PARC	3 yrs
4	Mr Ted Duarte (Mississauga)	PARC former Chair, and Licensed Technologist	3 yrs
5	Mr Rick MacEwen (Ottawa)	New	3 yrs
6	Mr Oliver Beck (Toronto)	New	3 yrs
7	Mr Cory Stechyshyn (Thunder Bay)	PARC Chair	2 yrs
8	Ms Laura Rachlin (Toronto)	PC	2 yrs
9	Mr David Carter (Toronto)	PC	2 yrs
10	Mr Leonidovich Filippov (Leo Filipp) (Toronto)	PC	2 yrs
11	Mr Gordon Hunt (Mount Hope)	PC Intern	1 yr
12	Ms Paula Hamilton (Puslinch)	PARC	1 yr
13	Mr Rick Mateljan (Oakville)	PC Licensed Technologist	1 yr
14	Mr Kevin Weiss (Toronto)	PC	1 yr

-- CARRIED

8628. Appointments to the Sub-Committee on Building Codes and Regulations (SCOBCAR) (*oral*)

The Vice President Practice reported.

It was moved by Derhak and seconded by Erskine that Gerry Conway and Carrie Hunter be appointed and Patrick Luckie be reappointed to the Sub-Committee on Building Codes and Regulations (SCOBCAR) for a three-year term effective January 1, 2019:

-- CARRIED

8629. Appointments to the Policy Advocacy Coordination Team (PACT) (*oral*)

The Vice President Strategic reported.

It was moved by Erskine and seconded by Audet that Monica Aggarwal be appointed to the Policy Advocacy Coordination Team (PACT) for a three-year term effective January 1, 2019.

-- CARRIED

It was moved by Erskine and seconded by Audet that Kristiana Schuhmann be re-appointed for a two-year term; and, Sheena Sharp be re-appointed for a one-year term to the Policy Advocacy Coordination Team (PACT) effective January 1, 2019.

-- CARRIED

8630. Appointments to the Interns Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Audet and seconded by Azadeh that the following individuals be appointed to the Interns Committee effective January 1, 2019:

Three-year term

Karim Kadri Michael Stock

One-year term

**Isabel Amos Kayla Murrell
Meghan Won**

-- CARRIED

8631. *Reference Material Reviewed:* Memorandum from the Continuing Education Committee dated November 26, 2018 re. Report from the Continuing Education Committee and attached background information. **(APPENDIX 'A')**

A member of the Conference Committee reported that there is a change with respect to the process for reviewing all of the submissions received such that other Council members and committee members were also asked to review the over 100 submissions and provide feedback to the Continuing Education Committee. Thanks was offered to Council for its assistance and feedback.

It was noted by the Council member that the roster offered for the Conference is balanced and contains a good cross-section of topics.

It was noted by a member of Council that there appears to be a significant number of case studies listed on the pie chart, suggesting that they may also fit other categories of topic/learning.

A member of Council enquired as to the names of the individuals conducting the indigenous ConEd session.

The Council member on the Committee referred the member of Council to the link for the course which provides for information in that regard.

It was noted by the Council member on the Committee that there are a slightly greater number of courses on the *Construction Act* due to the importance of and demand for this topic.

It was moved by Laberge and seconded by Youssef that the roster of continuing education sessions for the 2019 OAA Conference be approved as circulated.

-- CARRIED

8632. *Reference Material Reviewed:* Memorandum from the Conference Committee dated November 29, 2018 re. Conference 2019 Update and attached background information. **(APPENDIX 'B')**

The Vice President Communications reminded that the celebration of the newly-licensed members will be moved to the Friday Recognition Luncheon from the AGM.

It was noted by the Vice President Communications that there is a meeting scheduled with the Conference planner to discuss sponsorship and any additional suggestion for sponsors would be welcome.

It was moved by Fong and seconded by Audet that the roster of tours for the 2019 OAA Conference be approved as circulated.

-- CARRIED

8633. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated November 19, 2018 re. Proposed Amendments to OAA By-Laws – Schedule A and attached supporting documentation. **(APPENDIX 'C')**

Doyle reported that the amendments to Schedule A are required as a result of approval of the 2019 Budget. The motion for the changes to Schedule A will be put to the membership at the AGM in May for ratification.

It was moved by Alkhaddam and seconded by Laberge that the amended OAA By-laws Schedule A be approved as circulated.

-- CARRIED

8634. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated December 3, 2018 re. Compass Energy Benchmarking Tool and attached supporting documentation. **(APPENDIX 'D')**

Doyle reminded that the OAA has been involved in the application to the Toronto Atmospheric Fund (TAF) grant for the development of the energy benchmarking tool by RWDI. The tool is now complete and is being offered as a web-based energy tool for the membership.

It was noted by Doyle that she has signed the agreement with the consent of the Executive Committee on behalf of the OAA that continues the OAA's involvement in this important project as part of the Advisory Committee to oversee the implementation of the tool through Sustainable Buildings Canada. Past President and architect, Sheena Sharp has been involved in this since its inception and also currently serves on the Toronto 2030 District Board and has been recommended for appointment to the Advisory Committee on behalf of the OAA for the initial two year term. Approval for the appointment of Sharp to the Advisory Committee is requested.

It was moved by Birdsell and seconded by Erskine that Council approve the appointment of architect Sheena Sharp as the OAA's representative to the Advisory Committee for the Compass energy benchmarking tool for a two-year term effective immediately.

-- CARRIED

8635. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated December 3, 2018 re. Eligibility requirements for entry into the BEFA program and attached supporting documentation. **(APPENDIX 'E')**

Doyle reported.

A Council member enquired as to the cost of the survey which appeared very extensive in detail.

A member of Council responded that the committee felt that it was important to obtain a granular view of the program.

Doyle noted that the review of the Broadly Experienced Foreign Architect (BEFA) program, including the survey was government funded. The federal government provided the initial funding for the program which has since been self-sustaining, adding that part of the requirements for the funding was that an evaluation was required after a number of years of operation.

It was moved by Ardiel and seconded by Youssef that the proposed changes to the Broadly Experienced Foreign Architect (BEFA) Program eligibility requirements be approved.

-- CARRIED

8636. *Reference Material Reviewed:* Memorandum from President, John Stephenson dated December 3, 2018 re. Accreditation of Laurentian School of Architecture and attached supporting documentation. **(APPENDIX 'F')**

The President reported that there was a need for a mechanism to conditionally grant graduates from the school in its final steps towards candidacy, entrance into the Intern Architect Program (IAP).

Doyle noted that the school has modelled its curriculum on the Canadian Education Standard since inception and as such it is expected that accreditation will be granted. A two-year period is required to assess the outcome to ensure that the curriculum produces the desired results. If it is deemed that a gap exists then a means to fill it will be determined with, as an example, remedial courses.

It was moved by Sirman and seconded by Azadeh that the following recommendations of the Canadian Architectural Certification Board (CACB) National Standing Committee be approved:

- **Support the intent that any graduate from a proposed School of Architecture in its final two years of candidacy, prior to receiving academic certification, be granted a conditional certification that will enable admission to the IAP administered in any Canadian jurisdiction, and;**
- **Direct the CACB National Standing Committee to review the Canadian Educational Standard and the Terms and Conditions for Accreditation, and draft appropriate changes as may be required, to enable implementation of this provision.**

-- CARRIED (1 abstention (Laberge))

8637. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated December 3, 2018 re. CACB Member's Agreement and attached background information. **(APPENDIX 'G')**

Doyle reported that there is a requirement for the regulators to approve the proposed agreement which formalizes the changes made to the funding model for the CACB. The catalyst for this stems from a review of the model two years ago.

A member of Council posed a question for contemplation that if a self-regulating body has self-regulation removed and replaced by government representatives, can the provincial representation to the Canadian Architectural Licensing Authorities (CALA) be removed.

Brown responded that representation at a national level can be done by whatever form of regulator or regulatory representation is recognized in that province.

It was moved by Alkhaddam and seconded by Laberge that the proposed Canadian Architectural Certification Board (CACB) Members' Agreement be approved.

-- CARRIED

EXECUTIVE COMMITTEE REPORTS

8638. *Reference Material Reviewed:* Activities for the Months of November-December. **(APPENDIX 'H')**

The report was noted for information.

8639. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated December 3, 2018 re. Update on Activities of the Executive Director. **(APPENDIX 'I')**

A Council member requested further clarification with respect to the meeting with Professional Engineers Ontario (PEO) in November.

Doyle reported that PEO has tried to advance amendments to legislation including the *Architects Act* to allow for recognition of Engineering Technologists within their agreed to scope of practice which would also include incidental services between architecture and engineering. Recently on October 2 the PEO President requested a meeting with the OAA as they had not been able to obtain the amendments to their legislation as well as the *Architects Act*. Doyle reminded that the OAA had objected to the proposed changes to the *Architects Act* when approached by the Attorney General. Further to this meeting, a letter

was received from the Attorney General addressed to both OAA and PEO to work collaboratively to find a solution.

It was noted by Doyle that the Society for Design Administration (SDA) is ready to distribute its salary survey to the membership in the New Year and that the OAA will assist with the dissemination to members.

It was suggested by a member of Council that participation be encouraged since the results are useful for practices.

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

8640. *Reference Material Reviewed:* Memorandum from OAA/ARIDO Joint Task Group dated December 3, 2018 re. Update – OAA/ARIDO Joint Task Group. **(APPENDIX 'J')**

It was reported that the proposal model in final form will be sent to the Attorney General in the New Year for support.

The report was noted for information.

8641. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Gordon Erskine dated December 3, 2018 re. Update on activities under the Vice President Strategic Portfolio and attached background information. **(APPENDIX 'K')**

The Vice President Strategic noted that in spite of efforts to address the exemptions under the *Employment Standards Act* the current government has indicated that it has no intention of addressing further changes at this time.

It was noted by the Vice President Strategic that a meeting scheduled with the government to discuss Quality Based Selection (QBS) has been rescheduled to January.

The Vice President Strategic indicated that the Construction and Design Alliance of Ontario (CDAO) has identified key issues to address of with the government which include QBS, site plan approval process, and procurement related issues. Meetings with various ministers are being scheduled for January.

The report was noted for information.

8642. *Reference Material Reviewed:* Memorandum from Councillor, David Sin dated November 23, 2018 re. Housing Affordability Task Group Update. **(APPENDIX 'L')**

Councillor Sin reported that the final document will be quite beneficial to the industry and public. A presentation of the final report will be held at the January Council meeting.

The report was noted for information.

8643. *Reference Material Reviewed:* Memorandum from Vice President Communications, Vanessa Fong dated November 30, 2018 re. Communications Committee Update and attached background information. **(APPENDIX 'M')**

The Vice President Communications reported that the Website review is progressing well adding that the survey in October had 75% participation. A meeting is scheduled for January to review a first draft of the new Website.

It was noted by the Vice President Communications that the SHIFT 2019 program is well underway with a deadline for submission of January 18.

The Vice President Communications reported that this year's NOW Lecture had record attendance.

The report was noted for information.

8644. OAA Logo Redesign (*oral*)

Jack Choi, Natasha Dagenais, and Lisa Greenberg of Leo Burnett Canada joined the meeting at 1:20pm to make a presentation on the redesigned OAA logo which had been identified by Council at the November meeting.

Feedback was offered by Council on the revised logo. The firm representatives agreed to take back and reconsider minor changes based on the input of Council.

The President thanked the guests for the presentation.

The representatives from the firm left the meeting at 1:50p.m.

A Council member indicated that the bilingual version was perhaps weak and questioned the intent of the logo.

The Vice President Communications responded that the intent of Council was to have a bilingual logo, and it is Council's decision how it is to be used on the Website.

A member of Council noted that digitally, English or French will be used since it is unusual to use both languages in those circumstances.

Brown suggested that if it is decided that a bilingual logo be used then it is imperative to consider the format.

A Council member suggested that the logo needs to be recognizable enough to be flexible to changes.

A member of Council suggested that the lines be thickened to compress the circle in the logo.

Concern was expressed by a Council member that the public will not be able to recognize the logo as belonging to the OAA; it is not sufficiently distinguishable.

Sharp joined the meeting at 2:00p.m.

The Vice President Communications responded that time and exposure are what creates visual recognition of the logo.

A member of Council noted that the most important part of the logo is how it is read to recognize the OAA. Success is dependent on the capacity of the person to recognize the three letters. The French 'o' becomes more important and reads well. Focus on digital over hard copy which is the most prevalent medium.

It was suggested by an incoming Council member that with respect to the seal, the emphasis should be on the signature and the logo should be grey-scaled.

A Council member suggested that the logo is a blank canvas for the individual to read into it.

A member of Council indicated that s/he liked the logo adding that the circle is also important to indigenous cultures.

It was moved by Erskine and seconded by Laberge that the proposed logo be approved as presented; and, that the Communications Committee be authorized to further refine the design based on the feedback from Council for implementation.

-- CARRIED

The President welcomed Sharp to the meeting.

8645. *Reference Material Reviewed:* Memorandum from the OAA Building Committee dated December 4, 2018 re. Update from the OAA Building Committee and attached background information. **(APPENDIX 'N')**

Sharp reported that currently there are schedule deficiencies which are being followed up on. The move in date remains at March 1, adding that the second floor will not be fully complete at that point.

It was noted by Sharp that a blower door test has been tentatively scheduled for January 18, and members will be invited to observe it.

Sharp noted that the majority of the windows have been installed. The furniture has been ordered and is expected to be delivered onsite February 3.

It was indicated by Sharp that the overages in the contingency may be attributed to design changes and the a required smoke evacuation system.

A member of Council noted that when Council approved the budget for the building renovations a smaller than average contingency of 5% was estimated so the overages are actually quite modest.

A member of Council enquired when the opening party is expected to be held at the newly renovated facility.

Sharp responded that the target is September to officially launch the building.

The report was noted for information.

8646. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated December 5, 2018 re. Update on Appeal of Harmonized Zoning By-law. **(APPENDIX 'O')**

Sharp reminded that the OAA had been successful in part in the appeal to the Ontario Municipal Board (OMB). Council reviewed the memorandum. Sharp noted that the city originally had a deadline of November to respond to the decision of the OMB however, it has been extended.

The report was noted for information.

Sharp left the meeting at 2:30p.m.

8647. *Reference Material Reviewed:* Memorandum from Vice President Strategic Gordon Erskine, dated December 4, 2018 re. Sustainable Built Environments Committee (SBEC) Update. **(APPENDIX 'P')**

The Vice President Strategic reported that the Committee is in the process of developing responses to the government changes regarding carbon tax and other issues.

The report was noted for information.

8648. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Mélisa Audet dated December 4, 2018 re. Vice President Regulatory – Activities Report and other supporting documentation **(APPENDIX 'Q')**

The Vice President Regulatory reported that she has attend awards events over the past few months at Ryerson, University of Toronto, and Waterloo. Thanks was given to Communications for its assistance with the mentorship stories.

It was noted by the Vice President Regulatory that a pilot program is underway between the schools and societies and will update Council further as it progresses.

The report was noted for information.

8649. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Mélisa Audet dated November 26, 2018 re. Activities under the Registrar – October 16, 2018 through November 26, 2018 **(APPENDIX ‘R’)**

The Vice President Regulatory reported.

The report was noted for information.

8650. *Reference Material Reviewed:* Memorandum from Vice President Practice, Walter Derhak dated December 4, 2018 re. Practice Committee (PC) and Practice Advisory Services (PAS) Update and attached background information **(APPENDIX ‘S’)**

The Vice President Practice reported that a Roundtable on Document 600 has been scheduled for February 7.

It was noted by the Vice President Practice that the newly formed Practice Resource Committee (PRC) will hold its first meeting in the New Year.

The Vice President Practice indicated tha Engineers, Architects, and Building Officials (EABO) is waiting on PEO to accept the revised terms of reference for the Committee.

The report was noted for information.

ITEMS FOR DISCUSSION

8651. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Mélisa Audet and Registrar, Nedra Brown dated December 6, 2018 re. Transparency in reporting discipline. **(APPENDIX ‘T’)**

Brown reported that until the legislative changes with ARIDO have gone through, it is recommended that the issue be deferred for future consideration.

It was moved by Sirman and seconded by Birdsell that the proposed changes regarding administrative suspensions as outlined in the report dated December 6, 2018 to the *Architects Act* and Regulations be approved.

-- CARRIED

Walsh joined the meeting at 2:40p.m.

8652. *Reference Material Reviewed:* Memorandum from Vice President Communications, Vanessa Fong dated December 4, 2018 re. Fee Payment Options – Consideration of Credit Card Payments and attached supporting documentation. **(APPENDIX ‘U’)**

The Vice President Communications reviewed the detailed report that had been contained in the Council package. The Vice President highlighted that the OAA has now confirmed that the fees for credit cards may now be transferred to the member whereas in the past the OAA was required to absorb the fee.

It was noted by the Vice President Communications that there is a provider who would charge a one-time set up fee in order to accept credit card payments on behalf of the OAA. In addition, programming charges of approximately \$5000 would also be required.

It was noted that the third party provider is offering a promotion where it will only charge 2.5%, which is permissible to pass onto the membership. American Express charges 2.8% adding that Council may wish to consider this option at a later date as these fees are higher.

A member of Council enquired as to the current cost for on-line banking.

Walsh responded that using the provider's platform, the cost is 10 cents per credit card transaction compared to 40 cents per interac online transaction. It may be noted that the 10 cents is in addition to the 2.5% fee passed to the members, since a per transaction fee is not permitted to be passed onto the members. On-line payments accepted through financial institutions account for approximately \$150 per month.

It was noted by a member of Council that in permitting the use of credit cards saves on staff time for processing of cheques.

It was noted that this would be place for Conference 2019 first and then membership fees the following year as the fee invoices are set to be issued in the next week.

It was moved by Fong and seconded by Alkhaddam that the proposed options with respect to reinstatement of Visa and Mastercard credit card payments be approved; and, that the service charge be passed on to the member.

-- CARRIED (1 abstention)

Walsh left the meeting at 2:50p.m.

ITEMS FOR INFORMATION

8653. *Reference Material Reviewed:* Canadian Architectural Certification Board (CACB) Annual Report dated September 29, 2018. **(APPENDIX 'V')**

The report was noted for information.

8654. *Reference Material Reviewed:* Correspondence from CACB National Standing Committee Chair, Dave Edward to Royal Architectural Institute President, Michael Cox dated September 12, 2018 re. RAIC Syllabus Program. **(APPENDIX 'W')**

A member of Council expressed concern with the letter. S/he suggested that the second paragraph was disingenuous adding that the RAIC is fully aware of how the program is run.

The Council member noted that s/he visited the Canadian Council of University Schools of Architecture (CCUSA) meeting in 2017 and recalled incorrect comments with regards to the Syllabus.

It was suggested by the Council member that it was conveyed to him/her that CACB cannot be seen as supportive of syllabus as stated by the CACB Executive Director.

The Council member expressed concern that RAIC is seen as being deficient and not exercising oversight. S/he clarified that s/he was not at CALA for that portion of the meeting in September.

The Council member expressed a wish to have it recorded that s/he has strong concern that the letter did not accurately reflect the context of the Syllabus Program.

It was noted by a member of Council that there was some push back at the table at the CALA meeting with respect to this issue.

The letter and additional information was noted.8656. *Reference Material Reviewed:* Report from the International Relations Committee. (**APPENDIX 'X'**)

The report was noted for information.

OTHER BUSINESS

8655. There was no other business.

DATE OF NEXT MEETING

8656. The next regular meeting of Council is Thursday January 24, 2019 at 9:30 a.m. at 1 Duncan Mill Road, Toronto, Ontario.

ADJOURNMENT

8657. **It was moved by Alkhaddam and seconded by Sin that the meeting be adjourned at 3:00 p.m.**

-- CARRIED UNANIMOUSLY

President

Date



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 4.2

Memorandum

To: **Council**
John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef
Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From: Kristi Doyle, Executive Director

Date: January 15, 2019

Subject: **Ontario Association for Applied Architectural Sciences (OAAAS)
Annual Meeting of the Founder**

Objective:

To receive the annual presentation from the Executive Director and President of the OAAAS, the official Technology Program of the Ontario Association of Architects.

To consider a recommendation with respect to the following items that are required to be dealt with at the Annual Meeting of the Founder of the OAAAS.

- Approval of OAAAS By-law #2
- Approval of Election of Board of Directors
- Appointment of the President of OAAAS
- Appointment of the Treasurer of OAAAS
- Appointment of the Secretary of OAAAS
- Appointment of the Registrar of OAAAS
- Appointment of the Executive Director of OAAAS
- Appointment of the Accountants for OAAAS

Background:

The Executive Director and President of the OAAAS will be attending the January 24 Council meeting to provide an annual update on the activities of OAAAS. In addition, the resolutions to be considered at the Annual Meeting of the Founder will be considered. The OAA is the sole founder of OAAAS.

In accordance with By-law No. 1 of the OAAAS, an annual meeting of the Founder of the Association must be held each year. The annual meeting of the Founder for 2019 will be held on February 7, 2019.

The purpose of the Annual Meeting is to deal with those items listed above under 'Objective'. At the May 2018 Council meeting, a change in the OAAAS governance cycle was approved such that future Annual Meetings of the Founder be held, at the latest, March 31 annually. At that time to deal with the transition, the terms for all Board members in 2018 were extended to 2019.

It is also the responsibility of the Founder to vote on the resolutions that will be brought forward at the OAAAS Annual Meeting on February 7 which are outlined in the attached resolutions from the Board. We recommend that Council approve the motions contained under the 'Action' item below that reflects those items that must be dealt with in the course of the AGM (see attached draft agenda). With approval from Council these motions will be brought forward as resolutions at the AGM and will proceed in the affirmative.

It should be noted as well that an amendment to the OAAAS By-laws is being recommended which changes the composition of the Board such that the representative from the Ontario Association of Certified Engineering Technicians and Technologists (OACETT) position be eliminated. The original intent of that seat on the Board was to ensure a smooth transition of the OAAAS from joint ownership between OAA and OACETT to sole ownership by the OAA.

It is also necessary for the Council to appoint an individual to act on behalf of the OAA at the Annual Meeting of the Founder and execute the resolutions based on the recommendations of the OAA Council. It should be noted that the meeting of the Founder is somewhat of a procedural matter, essentially relaying the decision of the OAA Council to the OAAAS Board as a whole. Council will need to appoint an individual to act on its behalf at the February 7 meeting. It is suggested that the 2019 OAA President be given that direction.

It may be noted that the OAAAS 2018 financial statements will be submitted for approval at the March 7 Council meeting.

Action:

Council is asked to consider approval of the following motions with respect to resolutions that will be considered by the Founders of OAAAS on February 7, 2019 as recommended by the OAAAS Board of Directors.

Minutes of AGM May 25, 2018

It was moved by and seconded by that the minutes of the Annual General Meeting (Founder's Meeting) held on May 25, 2018 be approved.

By-law #2 Amendment

It was moved by and seconded by That OAAAS By-law #2 be amended as follows:

Article 2.2

- a) At least four Directors shall be members of the OAA at the time of their election, with at least two of those Directors being members of the OAA Council;
- b) Delete (*instead of one Director from OACETT, the Board recommends adding a fourth Director from the OAA as provided in a)*)
- c) At least four Directors shall be members of the OAAAS at the time of their

election, with at least two of those Directors being Licensed Technologists OAA at the time of their election. Each Director shall be elected for a two-year term, with two Directors being elected each year.

Article 7.2.2

A Designated Member of the Association is either a Licensed Technologist OAA who applies to become a Designated Member, or an individual who has been admitted into membership as a Technologist OAAAS. *(OAAAS now has one classification only.)*

Election of the OAAAS Board of Directors

It was moved by ... and seconded by ... that the proposed slate be appointed to the OAAAS Board of Directors.

Two-year term expiring in 2021:

Jamie Kuhl, Lic.Tech.OAA

Rick Mateljan, Lic.Tech.OAA

OAA Councillor Liaison

OAA Councillor Liaison

OAA TBD

Note: The term of the following Directors expires in 2020:

Jeremiah Gammond, Lic.Tech.OAA

Christina Facey, Lic.Tech.OAA

Acceptance of Nomination For President

It was moved by.... and seconded by..... that Rick Mateljan be elected President of the OAAAS to serve until the 2020 AGM.

Acceptance of Nomination for Treasurer

It was moved by..... and seconded by..... that (OAA Director from Toronto) be appointed Treasurer of the OAAAS to serve until the 2020 AGM.

Acceptance of Nomination for Secretary

It was moved by.... and seconded by..... that Garry Neil be appointed Secretary for the OAAAS to serve until the 2020 AGM.

Acceptance of Nomination for Executive Director/Registrar

It was moved by..... and seconded by..... that Garry Neil be appointed OAAAS Executive Director/Registrar of the OAAAS to serve until the 2020 AGM.

Acceptance of Appointment of Accountant

It was moved by.... and seconded by..... that BDO Dunwoody LLP be appointed as accountants to complete a Review Engagement of OAAAS for the 2019 fiscal year for a fee not to exceed \$6,000.



January 24, 2019

REPORT TO OAA COUNCIL

Introduction

The OAAAS governance cycle has changed to mirror the OAA cycle. In the new model, the OAAAS Annual General Meeting and the meeting of the Founder will take place in February each year (rather than at the OAA Conference). Thus, this report to Council covers those matters for which the AGM|Founder's meeting is responsible under the By-laws. The OAAAS Board of Directors is also recommending some changes to the By-laws.

ANNUAL GENERAL MEETING – FOUNDER'S MEETING FEBRUARY 2019

- | | | |
|-----|---|---------------|
| 1.0 | Minutes of AGM 7 (Founder's Meeting 7) – May 25, 2018 | |
| 2.0 | Registrar's Report | Garry Neil |
| 3.0 | By-laws | Garry Neil |
| 4.0 | Appointment of President | Rick Mateljan |
| 5.0 | Appointment of Treasurer | Rick Mateljan |
| 6.0 | Appointment of Executive Director Registrar | Rick Mateljan |
| 7.0 | Appointment of Secretary | Rick Mateljan |
| 8.0 | Appointment of Accountants | Garry Neil |
| 9.0 | Approval of Financial Reports | Garry Neil |

OAAAS AGM AND FOUNDER'S MEETING PROPOSED MOTIONS

1.0 MINUTES OF AGM 7 (FOUNDER'S MEETING 7) – MAY 25, 2018

The motion will read,

Be it resolved that the minutes of the (Annual General Meeting) (Founder's Meeting) held on May 25, 2018 be approved.

2.0 REGISTRAR'S REPORT

At November 30, 2018, there were 164 Technologist OAAAS members and 126 Licensed Technologists OAA. This report is for information only.

3.0 BY-LAW AMENDMENT

See below for existing By-law provisions. The motion will read,

Be it resolved that OAAAS By-law #2 be amended to read as follows:

Article 2.2

- a) At least four Directors shall be members of the OAA at the time of their election, with at least two of those Directors being members of the OAA Council;
- b) Delete *(instead of one Director from OACETT, the Board recommends adding a fourth Director from the OAA as provided in a))*
- c) At least four Directors shall be members of the OAAAS at the time of their election, with at least two of those Directors being Licensed Technologists OAA at the time of their election. Each Director shall be elected for a two-year term, with two Directors being elected each year.

Article 7.2.2

A Designated Member of the Association is either a Licensed Technologist OAA who applies to become a Designated Member, or an individual who has been admitted into membership as a Technologist OAAAS. *(OAAAS now has one classification only.)*

4.0 RECOMMENDATION FOR ELECTION OF BOARD OF DIRECTORS

Two-year term expiring in 2021:

Jamie Kuhl, Lic.Tech.OAA

Rick Mateljan, Lic.Tech.OAA

OAA

OAA

OAA

OAA

Note: The term of the following Directors expires in 2020:
Jeremiah Gammond, Lic.Tech.OAA
Christina Facey, Lic.Tech.OAA

5.0 RECOMMENDATION FOR ELECTION AS PRESIDENT

The motion will read,

Be it resolved that Rick Mateljan be elected President to serve until the 2020 AGM

6.0 RECOMMENDATION FOR ELECTION AS TREASURER

The motion will read,

Be it resolved that (OAA Director from Toronto) be elected Treasurer to serve until the 2020 AGM.

7.0 RECOMMENDATION FOR APPOINTMENT AS EXECUTIVE DIRECTOR|REGISTRAR

The motion will read,

Be it resolved that Garry Neil be appointed OAAAS Executive Director | Registrar to serve until the 2020 AGM.

8.0 RECOMMENDATION FOR APPOINTMENT AS SECRETARY

The motion will read,

Be it resolved that Garry Neil be appointed Secretary to serve until the 2020 AGM.

9.0 RECOMMENDATION FOR APPOINTMENT OF ACCOUNTANTS

The motion will read,

Be it resolved that BDO Dunwoody LLP be appointed as accountants to complete a Review Engagement of OAAAS for the 2019 fiscal year for a fee not to exceed \$6,000.

10.0 RECOMMENDATION FOR APPROVAL OF FINANCIAL REPORTS

Since the review of the OAAAS accounts will not be completed prior to the January OAA Council meeting, this matter will be referred to the March Council meeting.

**Extracts from CURRENT By-law #2
(June 22, 2011)**

2.2 Number of Directors

Subject to any vacancies, the Board of Directors shall consist of eight Directors elected from the following constituencies:

- (a) At least three Directors shall be members of the OAA with at least two of those Directors being members of the Council of the OAA at the time of their election;
- (b) At least one Director shall be, at the time of his or her election, a member of the OACETT nominated by the OACETT; and
- (c) At least four Directors shall be members of the OAAAS at the time of their election with at least two of those Directors being, at the time of their election, licensed technologists licensed with the OAA.

7.2.2 Designated Members

A Designated Member of the Association is either a Licensed Technologist with the OAA who applies to become a Designated Member or an individual who has been admitted into one of the following categories of such class of membership in accordance with the rules for membership of the Association:

Associate OAAAS; or
Technologist OAAAS.

13 Amendment

13.1 Power of Directors

The Directors may, by resolution, enact, amend or repeal any by-laws.

13.2 Effective Date

Any by-law enactment, amendment or repeal is effective from the date of the resolution of the Directors but, unless they have been confirmed at a general meeting of the Founder, they cease to be effective if they are not confirmed at the next annual meeting of the Founder.



**Board of Directors Meeting 18-02
Annual General Meeting 7
Founder's Meeting 7**

**Friday, May 25, 2018
Metro Toronto Convention Centre, South Building, Room 712
222 Bremner Blvd. Toronto**

2:00 pm – 5:00 pm

ANNUAL GENERAL MEETING – FOUNDER'S MEETING

- | | | |
|-----|---|------------------|
| 1.0 | Minutes of AGM 6 (Founder's Meeting 6) – May 26, 2017 | |
| 2.0 | Registrar's Report | Garry Neil |
| 3.0 | Approval of New Governance Cycle | Garry Neil |
| 4.0 | Appointment of President | Jeremiah Gammond |
| 5.0 | Appointment of Treasurer | Jeremiah Gammond |
| 6.0 | Appointment of Executive Director Registrar | Jeremiah Gammond |
| 7.0 | Appointment of Secretary | Jeremiah Gammond |
| 8.0 | Appointment of Accountants | Garry Neil |
| 9.0 | Approval of Financial Reports | Garry Neil |

OAAAS AGM AND FOUNDER'S MEETING PROPOSED MOTIONS

1.0 MINUTES OF AGM 6 (FOUNDER'S MEETING 6) – MAY 26, 2017

The motion will read,

Be it resolved that the minutes of the (Annual General Meeting) (Founder's Meeting) held on May 26, 2017 be approved.

2.0 REGISTRAR'S REPORT

This report is for information only.

3.0 RECOMMENDATION FOR NEW GOVERNANCE CYCLE AND TRANSITION

The motion will read,

Be it resolved that the (Annual General Meeting) (Founder) approves the change in the OAAAS election cycle to the following:

- **Beginning in 2019, the OAAAS Board of Directors' annual meeting and the Founder's annual meeting shall take place each year as soon as practicable in February, but in no case later than March 31.**
- **The Nominating Committee shall propose a slate of candidates to the OAAAS Board of Directors, and the Board shall, in turn, make a recommendation to the OAA Council Meeting each January.**
- **In order to ensure a smooth transition to this new timeframe, the term of all existing members of the Board of Directors shall be extended to the annual meeting which will take place in February/March 2019.**

Terms Expiring in 2019:

Vacant Position (formerly Jean Audette)

Rick Mateljan, Lic.Tech.OAA

John Romanov, OAA

Don Ardiel, OAA

Magid Youssef, OAA

Michael Belmonte, OACETT

Terms Expiring in 2020:

Jeremiah Gammond, Lic.Tech.OAA

Christina Facey, Lic.Tech.OAA

4.0 RECOMMENDATION FOR ELECTION AS PRESIDENT

The motion will read,

Be it resolved that _____ be elected President to serve until the 2019 AGM

5.0 RECOMMENDATION FOR ELECTION AS TREASURER

The motion will read,

Be it resolved that John Romanov be elected Treasurer to serve until the 2019 AGM.

6.0 RECOMMENDATION FOR APPOINTMENT AS EXECUTIVE DIRECTOR|REGISTRAR

The motion will read,

Be it resolved that Garry Neil be appointed OAAAS Executive Director|Registrar to serve until the 2019 AGM.

7.0 RECOMMENDATION FOR APPOINTMENT AS SECRETARY

The motion will read,

Be it resolved that Garry Neil be appointed Secretary to serve until the 2019 AGM.

8.0 RECOMMENDATION FOR APPOINTMENT OF ACCOUNTANTS

The motion will read,

Be it resolved that BDO Dunwoody LLP be appointed as accountants to complete a Review Engagement of OAAAS for the 2018 fiscal year for a fee not to exceed \$6,000.

9.0 RECOMMENDATION FOR APPROVAL OF FINANCIAL REPORTS

The motion will read,

Be it resolved that the Financial Report and Review Engagement for the fiscal year 2017 prepared by BDO Dunwoody LLP be approved.

BOARD OF DIRECTORS AGENDA

- | | | |
|-----|---|------------------------------------|
| 1.0 | CALL TO ORDER | Jeremiah Gammond |
| 2.0 | OPENING COMMENTS
Resignation of Jean Audette | Jeremiah Gammond |
| 3.0 | APPROVALS
Agenda
Minutes of Board Meeting 18-01 – March 7, 2018 | Jeremiah Gammond |
| 4.0 | MATTERS ARISING FROM THE MINUTES
Waiver of right to hearing
Discussion:
Report from Task Groups <ul style="list-style-type: none">• Scope of Practice• Title OAA/ARIDO Discussions
Discussions with AATO | Garry Neil

Jeremiah Gammond |
| 5.0 | GOVERNANCE ISSUES
Decisions:
Appointment of Acting President
Appointment of Nominating Committee
Process for selecting Board members | Garry Neil |
| 6.0 | EXECUTIVE DIRECTOR'S REPORT
Updates
Finances | Garry Neil |

BOARD OF DIRECTORS

Board Meeting 18-01

MINUTES

Wednesday, March 7, 2018

The Board of Directors of the Ontario Association for Applied Architectural Sciences met March 7 2018 at the offices of the OAA at 1 Duncan Mill Road, Toronto.

Present:	Jean Audette	President
	John Romanov	Treasurer (10:30 am)
	Don Ardiel	Board Member
	Jeremiah Gammond	Board Member
	Christina Facey	Board Member
	Michael Belmonte	Board Member
Also Present:	Garry Neil	Executive Director Registrar
Regrets:	Mag Youssef	Board Member
	Rick Mateljan	Board Member

The meeting was called to order at 10:00 am, Jean Audette in the Chair. Jean reported on the OAAAS presentation to the OAA Council meeting on January 25. In his presentation, Jean thanked the Council for the progress made during the past year, most particularly on the vote for the Lic.Tech.OAA members and the seat on Council. He outlined our agenda for the coming period, which will be discussed later in this meeting. He was accompanied at the presentation by the Executive Director who reported on the basic numbers, including membership and finances.

AGENDA

Don Ardiel (RAIC Director of Practice Support) offered to make a brief presentation on the review of the RAIC's Canadian Handbook of Practice (CHOP) and this was agreed.

It was moved by Don Ardiel, seconded by Jeremiah Gammond that the Agenda be approved.

CARRIED

MINUTES

It was moved by Christina Facey, seconded by Jeremiah Gammond that the minutes of the Board of Directors Meeting 17-04, held on November 30 2017, be approved.

CARRIED

Garry Neil reminded Directors that the Financial Statements and Review Engagement Report had been approved electronically on February 22 2018. The following motion is noted for the record:

**It was moved by John Romanov, seconded by Jean Audette that the Financial Statements and the Review Engagement Report for the year-ended November 30 2017 be approved and recommended to the Annual Meetings for approval.
CARRIED**

MATTERS ARISING FROM THE MINUTES

a) Job Descriptions

Garry Neil reviewed the report he compiled outlining the job descriptions of the OAA staff. The assignments of Garry Neil are outlined in the By-law provisions covering the Executive Director, Registrar and Secretary, as well as the language of the contract between OAAAS and Neil Craig Associates FSO of Mr. Neil. In the case of Rommy Rodriguez, her assignments are specified in the terms of the contract entered into between OAAAS and Rommy Rodriguez for her services as the Associate Director.

b) Certification of College Programs

At the September meeting of college representatives, it was agreed that, with OAAAS support, the colleges should work together to approach the CACB to consider certifying the architectural technology programs. John Romanov has initiated a letter that will be sent next week to the colleges to seek their support for this proposal.

In the discussion, Don Ardiel noted that it is important for the colleges to be clear that they are prepared to pay all costs associated with this initiative and they will not be seeking representation on the CACB board. He also reviewed the best way to advance the case, which will be to seek the support of the Canadian Architectural Licensing Authorities and the Canadian Council of University Schools of Architecture, as well as key people within CACB, before making the formal approach. He offered to assist in this process.

c) OAA/ARIDO Discussions

Discussions between OAA and ARIDO continue. The President pointed out that our members have an important stake in the outcome of this OAA Council priority.

OAAAS has raised two issues in connection with the discussions:

- There should be a Lic.Tech.OAA member on the OAA Committee. This has not been agreed.
- OAA's licensed technology members are currently able to practice interior design and any result which restricts the scope of this work would be unwelcome.

There was agreement that we need to continue to monitor these discussions and to point out that if the outcome provides that Lic.Tech.OAA members retain their existing scope of practice in this field, the attractiveness of the Lic.Tech.OAA designation would be increased.

d) OAAAS/AATO Discussions

The Executive Director reported that the first “formal” meeting between OAAAS and AATO will take place immediately following this Board meeting. As previously, the OAAAS will be represented by Jean Audette, Jeremiah Gammond and John Romanov, accompanied by one of the staff members. While there was brief discussion about our preferred outcome of these talks, the general feeling was that it is premature to consider this issue until we have met with AATO.

e) Chartered Institute of Architectural Technologists

Garry Neil reminded the Board that when he was in London on December 5, 2017, he had met with CIAT, which represents architectural technologists in the UK. He reviewed the written report he circulated after that meeting. Both sides have agreed to continue the discussions and to consider the possibility of negotiating a bilateral protocol. In the discussion, Garry indicated he would be travelling to Ireland in June and it was agreed he should seek meetings with the relevant association(s) in that country.

REPORTS FROM EXECUTIVE DIRECTOR AND ASSOCIATE EXECUTIVE DIRECTOR

Garry Neil offered regrets from Rommy Rodriguez, who is on vacation in Chile. While she hoped to join this meeting, she was unable to make the necessary arrangements.

a) Governance Changes

The Executive Director reviewed the report he prepared on how to change the OAAAS governance cycle to be parallel to the OAA cycle, as agreed at the Board of Directors’ retreat in September 2017.

It was moved by Jeremiah Gammond, seconded by John Romanov that the OAAAS election cycle be changed to the following, and recommends approval of the changes to the OAAAS Annual Meeting and the Annual Meeting of the Founder:

- **Beginning in 2019, the OAAAS’ Annual Meeting and the Founder’s Annual Meeting shall take place each year as soon as practicable after the beginning of February, but in no case later than March 31.**
- **The OAAAS Governance Policies are amended to provide that the Nominating Committee shall propose a slate of candidates to the Board of Directors, and the Board shall, in turn, make a recommendation to the OAA Council Meeting each January.**
- **The OAAAS Governance Policies shall further be amended by removing the second sentence of Paragraph 6 (redundant).**

- **In order to ensure a smooth transition to this new timeframe, the term of all existing members of the Board of Directors shall be extended to the annual meeting which will take place in February/March 2019. (i.e., the term of the positions occupied by Rick Mateljan and Jean Audette will expire at that time, the term of the positions occupied by Christina Facey and Jeremiah Gammond will expire in 2020.)**

CARRIED

In the discussion, it was proposed that OAAAS approach the OAA to request that it include OAAAS election-related materials in the special election bulletin published each October by the OAA.

b) Membership Campaign

On behalf of the Associate Executive Director, Mr. Neil reported that, as of March 5, 160 OAAAS members have paid their 2018 dues, a 97 percent renewal rate. OAAAS currently has 116 Technologist and 49 Associate members.

Mr. Neil noted that, as we have reported recently to the Board and to the OAA Council, in the past few years there has been a decline in the number of new applicants. He and the Associate Director have launched a new initiative to address this challenge. We have compiled a list of all those who have contacted us about membership since January 2016 and will initiate more consistent follow-up with those who have not yet joined. We will also establish a protocol to deal with everyone who contacts us about membership. We have also done outreach to potential Advanced Standing Policy candidates and expect to have an interview process in April.

c) Technology Conference

Given that we have not made significant progress in planning the proposed Technology Conference, and given the need for OAAAS staff to concentrate in the coming period on membership recruitment in addition to their regular activities, the Executive Director recommended that the proposed Conference be postponed indefinitely.

It was moved by John Romanov, seconded by Don Ardiel that the proposed Technology Conference be shelved and that OAAAS investigate the potential of collaborating individually with each community college to organize a series of local educational events.

CARRIED

In the discussion, John Romanov reminded the Board that the original proposal was to organize local events which would be of interest to students, as well as to local technologists and architects. OAAAS has successfully done this with George Brown College and we should consider using this model for other events.

d) Student Membership

On behalf of the Associate Executive Director, Mr. Neil noted our ongoing challenge to attract student members. In discussions with some college representatives, it was determined that the \$50 membership fee was an impediment. Consequently, it may be appropriate to abolish the fee since the primary objective is to obtain the contact information for students so we can be in a position to contact them after graduation.

It was moved by John Romanov, seconded by Michael Belmonte that student members be admitted free of charge.

CARRIED

In the discussion, Michael Belmonte noted that OACETT has a similar challenge in recruiting student members. While the fee may not seem significant, it can be an impediment for some students. It was also agreed that we need to attempt to obtain the private email address of students, rather than the college address, to ensure we can connect with them on graduation. Finally, there was also discussion of the implications of this decision for our Student Awards.

It was moved by Don Ardiel, seconded by John Romanov that effective in 2019, the OAAAS Student Awards will be limited to those who are student members of the OAA.

CARRIED

RETREAT ISSUES

Jean Audette opened the discussion by reminding the Board about the key issues that will need to be tackled over the next period, including particularly the designation and the Scope of Practice of the Licensed Technologist OAA.

a) Waiver of Right to a Hearing

Mr. Neil reported that, unfortunately, Nedra Brown is unwell this week and unable to join us as she had planned. He reviewed the paper he had prepared on the topic of the waiver of the right to a hearing under Section 25 of the Architects Act that is part of the Council Policy Statement. The discussion also extended to a recent case where a member eligible to join OAA has decided to delay on account of advice he has received from the Registrar's department and the Practice Advisor. His sole work at the moment is providing services as an independent contractor to an architect on projects beyond his scope. He has been advised he will need to obtain a Certificate of Practice and he is worried both about insurance requirements and whether he can continue to do such work since it is beyond the Scope of Practice of the Licensed Technologist.

The Board discussed that it may be necessary to prepare some formal and specific questions about these issues for consideration by the Registrar, so we can be on the same page. Prior to such a step, it was agreed that the OAAAS Registrar should have a discussion with the OAA Registrar to identify precisely how far apart we are in these understandings.

b) Other Issues/Next Steps

The focus of the discussion about the other issues was how we should approach the OAA. There was consensus that we need to make final decisions about the remaining issues and put forward our proposals in the context of a Strategic Plan. We need to review what we are doing, why it is an appropriate time to make additional changes to the Council Policy and to demonstrate how this is in the public interest. It was agreed that the Executive Director will draft a Plan and circulate it for electronic approval by directors. The intention will be to table the final results of all the issues with the OAA Council as soon as possible.

Jean Audette reported he will form two Task Groups to tackle the issues of the Scope of Practice and the designation and he advised the Board he will seek volunteers to take this on in the coming days.

NEW BUSINESS

Don Ardiel noted that the RAIC is updating the Canadian Handbook of Practice (CHOP) and he presented the results of a recent survey on how the CHOP is used. This also led to a more general discussion of the relationship of the Licensed Technologists to RAIC. Despite the fact that RAIC's By-laws are clear that, as holders of a licence issued by the OAA, these technologists are entitled to join RAIC as full members, they are presently not permitted to join. The problem comes with the use of the honourific – MRAIC. The concern is that someone other than an architect using this term may appear to be in that category. It was suggested that the Executive Directors of OAA and OAAAS may wish to send a joint letter to RAIC to re-raise this matter.

The meeting adjourned at 1:30 p.m.

FOUNDER'S MEETING 6

MINUTES

Friday, May 26 2017

The meeting of the Founder of the Ontario Association for Applied Architectural Sciences took place in the Spruce Room at the Westin Hotel Ottawa during the Festival of Architecture. It was held in conjunction with OAAAS Board Meeting 17-02.

Present:	John K. Stephenson	OAA President
Also Present:	Jeremiah Gammond	President
	John Romanov	Treasurer
	Mag Youssef	Board Member
	Jean Audette	Board Member
	Rick Mateljan	Board Member
	Christina Facey	Board Member Elect
	Garry Neil	Executive Director Registrar
	Rommy Rodriguez	Administrator
Regrets:	Don Ardiel	Board Member
	Richard Labelle	Board Member

The meeting was called to order at 2:34 pm, Jeremiah Gammond in the Chair.

9.0 Minutes of Founder's Meeting 5 – May 13, 2016

It was moved and seconded that the minutes of the Founder's Meeting held on May 13, 2016 be approved. CARRIED

10.0 Registrar's Report

This report is for information only.

11.0 Appointment of Board of Directors

It was moved and seconded that the following be elected as the OAAAS Board of Directors for the 2016/17/18 term. CARRIED

For a two-year term:

Jeremiah Gammond, Lic.Tech.OAA

Christina Facey, Lic.Tech.OAA

For a one-year term:

John Romanov, OAA
Don Ardiel, OAA
Magid Youssef, OAA

For a one-year term:
TBD, OACETT

(N.B. Rick Mateljan and Jean Audette have one year remaining of a two-year term)

4.0 Election of President

It was moved and seconded that Jeremiah Gammond be elected as President for the 2017/2018 term. CARRIED

5.0 Election of Treasurer

It was moved and seconded that John Romanov be elected Treasurer for the 2017/2018 term. CARRIED

6.0 Appointment of Executive Director|Registrar

It was moved and seconded that Garry Neil be appointed as OAAAS Executive Director|Registrar for the 2017/2018 term. CARRIED

7.0 Appointment of Secretary

It was moved and seconded that Garry Neil be appointed as Secretary for the 2017/2018 term. CARRIED

8.0 Appointment of Accountants

It was moved and seconded that BDO Dunwoody LLP be appointed as accountants to complete a Review Engagement of OAAAS for the 2017 fiscal year for a fee not to exceed \$6,000. CARRIED

9.0 Approval of Financial Reports

It was moved and seconded that the Financial Reports and Review Engagement for the fiscal year 2016 prepared by BDO Dunwoody LLP be approved.

The meeting adjourned at 14:38 pm.

OAAAS REGISTRAR'S REPORT

May 11, 2018

Full Members

	2018	2017	2016	2015	2014
Associate OAAAS	49	62	54	55	60
Technologist OAAAS	127	92	85	88	82
Lic.Tech.OAA	121	120	107	90	78
Total Full Members	297	274	246	233	220

Note: Under the new Program Guide the Associate OAAAS Membership category is being phased out. The transition to the new system will be completed in 2018.

Other Member Numbers

	2018	2017	2016	2015	2014
New Members	36	22	30	25	23
Students	15	11	4	13	10
Life Members	3	3	3	3	3
Administrative Leave	6	6	5	5	4
Members Resigned	6	6	5	25	27

**OAAAS Financial Report
April 30 (five months)**

	2017 Financial Statements	2018 Budget	April 30 Actuals	2018 Projections
INCOME				
OAAAS Income:				
Application Fees	\$ 6,900	\$ 9,000	\$ 2,400	
Associates		7,500	8,530	
Technologists		35,100	27,105	
Examination		6,000	0	
Students		500	0	
Total Member	44,654			
Other	4,862	10,500	350	
OAA Contribution:	76,671	70,600		
Total Income	\$ 133,097	\$ 139,200	\$ 38,385	
EXPENSES				
Executive Director	\$ 54,000	\$ 54,000	\$ 22,500	
Administrator	38,000	43,200	18,000	
Marketing Promotion	5,195	11,000	360	
Office	4,316	3,000	900	
Meetings	16,686	10,000	2,730	
Professional Fees	9,899	11,000	7,280	
Awards	5,001	7,000	0	
Total Expenses	\$ 133,097	\$ 139,200	\$ 51,770	

May 11, 2018

REPORT FROM TASK GROUP ON THE TITLE

19 April 2018

- | | |
|---|----------------------|
| 1. Architectural Technologist, OAA | Arch. Tech. OAA |
| 2. Licensed Architectural Technologist, OAA | Lic. Arch. Tech. OAA |
| 3. Technologist Architectural, OAA | Tech. Arch. OAA |
-
- No use of LAT or other acronyms, keep to short forms
 - Outreach to practitioners and other Lic. Techs.?
 - AATO meeting update
 - Legal issues with AATO?
 - Revising Architects Act?
 - LET definition revision in Jeremiah's document – Michael to provide clarification
 - RR to share the exiting stamp and winning design stamp with the BOD.
 - Too many unanswered questions to bring this to the OAA council next month.



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 4.4

Memorandum

To:

Council

John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef

Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From:

Gordon Erskine, Vice President Strategic
Ted Wilson, Chair, Sustainable Built Environments Committee

Committee Members

Cheryl Atkinson	Terri Boake
Eric Anthony Charron	Paul Dowsett
Gordon Erskine (VP Strategic)	Mariana Esponda
Dan Harvey	Joy Henderson
Sheena Sharp	Andy Thomson
Richard Williams	Ted Wilson (Chair)

Date:

January 15, 2019

Subject:

Toronto 2030 District Sponsorship Request

Objective:

To ask OAA Council to sponsor the Toronto 2030 District. This request is being advanced outside of the usual OAA Public Awareness Sponsorship program process as it exceeds the maximum threshold for that program which is \$10,000.

Background:

The 2030 District was co-founded in 2015 by the OAA and Sustainable Buildings Canada (SBC), with each organization giving \$15,000. At the time it was imagined that the organization would grow more quickly and become self-sustaining. Toronto, it turns out, is a different environment than the US in terms of funding, government resources, and existing environmental groups, and it has taken time to find a niche where it can be useful.

It was decided that Toronto did not need another "race to reduce", but a group that could explain the Paris targets in practical terms, comparing what is being collectively achieved to what needs to be achieved. To do this, the organization required detailed data that was not available in a comprehensive database. In collaboration with the Canadian Urban Institute (CUI), the 2030 District made agreements with utility providers, and the Municipal Property Assessment Corporation (MPAC) to obtain and merge the data, and now has a baseline platform from where work can start.

The District has also completed a "heat map" showing what building types and communities have active organizations and what groups need assistance. For example, large office buildings have very sophisticated systems for measuring energy use, while small buildings barely make use of the available lighting incentives, if they have any capacity at all for energy efficient retrofits. The data now available shows the percentage energy use by building type within the district as well as the intensity. In addition, the District collaborated with RWDI on the COMPASS tool to provide detailed data on the buildings coming on stream.

To do this work, the 2030 District has attracted funding from Enbridge and an additional \$5,000 from the OAA. SBC has also chipped in approximately \$20,000. The platform development was supported by the province, initially for a 1.5 year program which included community engagement, but was cut by the new government after the election. Fortunately by that time, the platform was complete.

The data collected is divided by building type from within a study area in downtown Toronto. The area within the study boundary contains representatives of most building types in the province, from high-rise to hospitals; low rise residential to stadiums. As a starting point, the data can be extrapolated to all of Toronto, and Ontario because the density and variety of buildings in the study area can act as a microcosm for the rest of Ontario. The method of data collection that was developed can be used to extend the program to other cities in Ontario and it is hoped that more cities will be able to join the 2030 District program soon.

The next step is to pull together groups already working on building efficiency and present various scenarios that the study area could follow to meet the UN Targets, sparking discussion and hopefully a sense of common purpose. It should also inspire groups to eliminate overlapping efforts, and instead serve sectors with unmet needs. It is the hope of the District and the CUI that, if successful, the program can expand to other cities in Ontario.

Proposition:

In lieu of provincial funding, the Toronto 2030 District is starting a campaign to attract sponsors for core funding. It is believed a minimum of \$50,000 a year is needed to survive, but \$100,000 a year to move the District forward. It is also believed that if the 2030 District can get a first sponsor, it will be easier to attract more sponsors. The ideal sponsors (in addition to a group like the OAA, representing architecture) would be large building owners, a utility or a foundation. If the District has core funding, additional project and research funding will become easier to obtain.

Request:

That the OAA become a platinum sponsor (\$25,000) of the 2030 District.

Action:

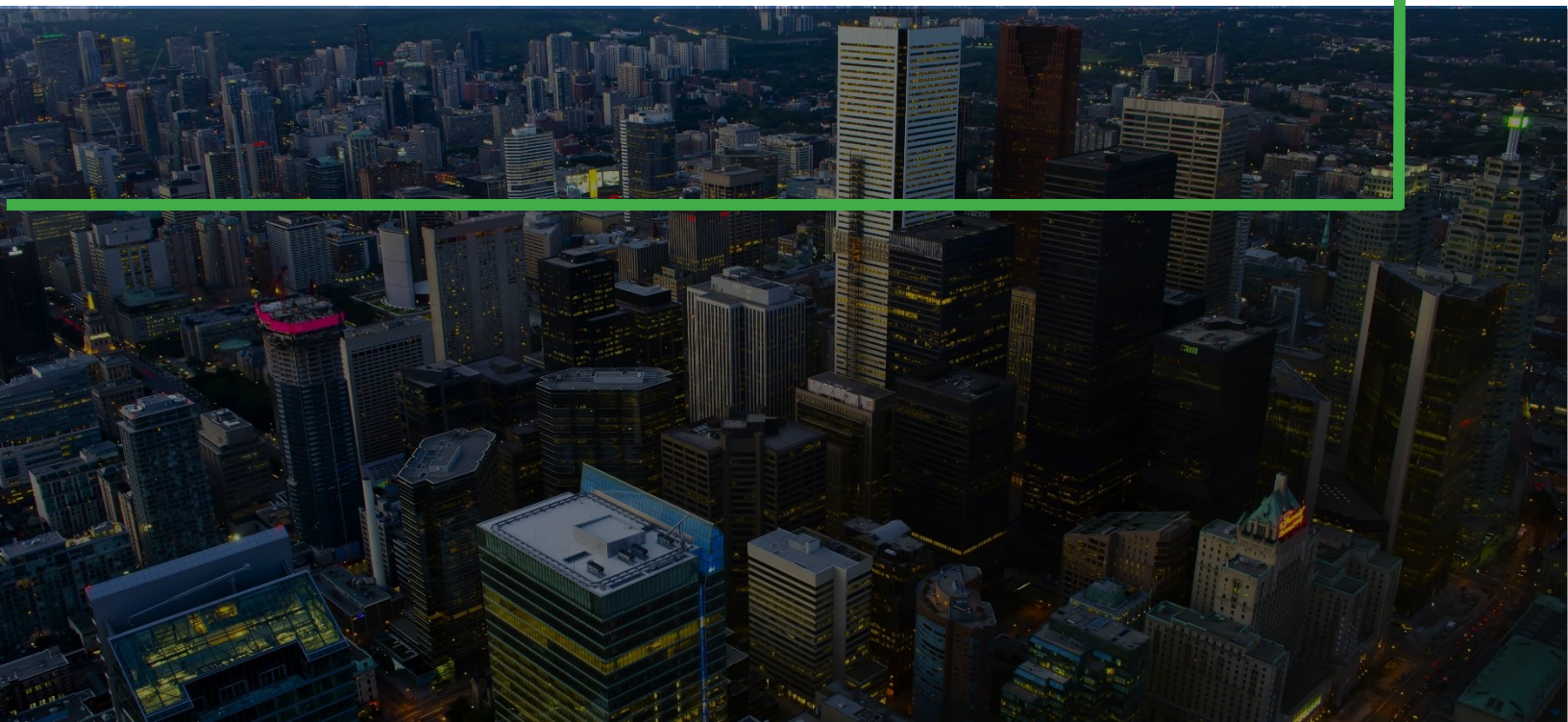
Vote on this proposal

Attachments:

2030 Sponsorship Package



SPONSORSHIP PROSPECTUS



The Toronto 2030 District is working to create high performance, low impact buildings in downtown Toronto through collaboration, better data and industry leadership.

Amanda Smith, P. Eng.
Executive Director

asmith@2030districts.org
416-365-0816 x 221

30 St. Patrick St., Suite 500,
Toronto, ON M5T 3A3

The background image is a photograph of a busy Toronto street. A white and red TTC streetcar, numbered 4488, is stopped at a traffic light. Pedestrians are crossing the street in the foreground. The scene is overlaid with a semi-transparent green design that includes a large opening quotation mark, the title 'Buildings in Toronto', and a solid green vertical bar.

“Buildings in Toronto

are responsible for 53% of City's GHG emissions and transportation another 35%. Reducing these emissions is the key to addressing climate change and meeting Paris Climate Agreement targets.

INTRODUCTION

The Toronto 2030 District is

- A collaborative effort working towards a common goal of a high performance downtown Toronto
- A private sector-led initiative focused on driving reductions in building-related energy, water and transportation emissions in downtown Toronto
- A member of a network of 20 Districts in cities across North America, including Seattle, Pittsburgh, Los Angeles and San Francisco, aligned with the common vision and goals of the 2030 Challenge

We aim to improve building performance in downtown Toronto through better data, collaboration and industry leadership. We invite you to join us.



OUR GOALS

ENERGY



WATER



TRANSPORTATION



by 2030

▼ 50%

Reduction in energy use for existing buildings
All new buildings are carbon neutral

▼ 50%

Reduction in water use

▼ 50%

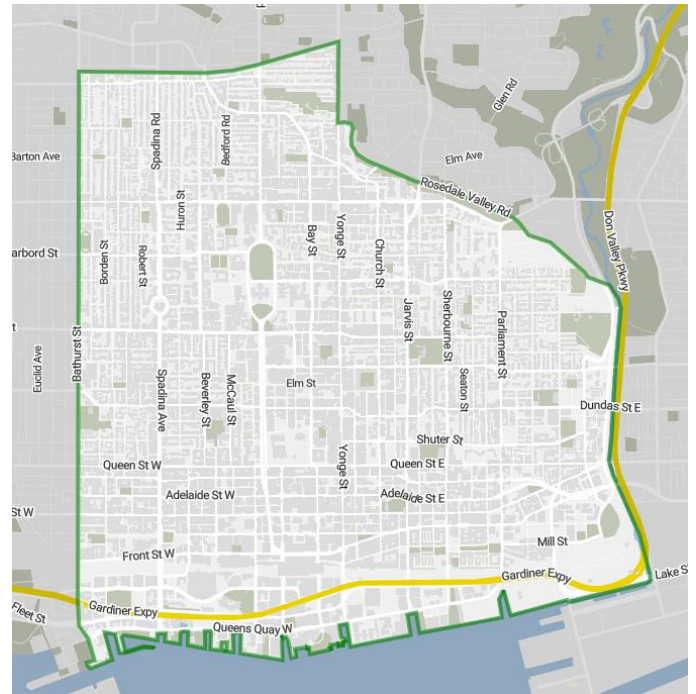
Reduction in carbon emissions from transportation

The Toronto District encompasses the downtown core from Dupont St. to Lake Ontario, and the Don Valley to Bathurst St.

ABOUT US

The Toronto 2030 District includes:

- 7200 buildings
- 31 million square feet
- 5000,000 jobs
- 250,000 residents
- 44-member organizations and growing
- 900 mailing list contacts

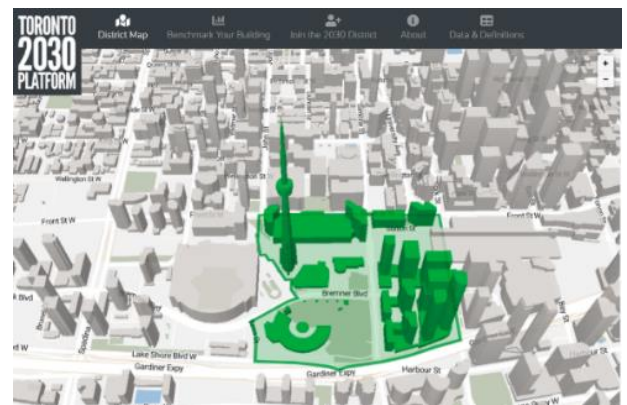


OUR KEY ACHIEVEMENTS IN 2018



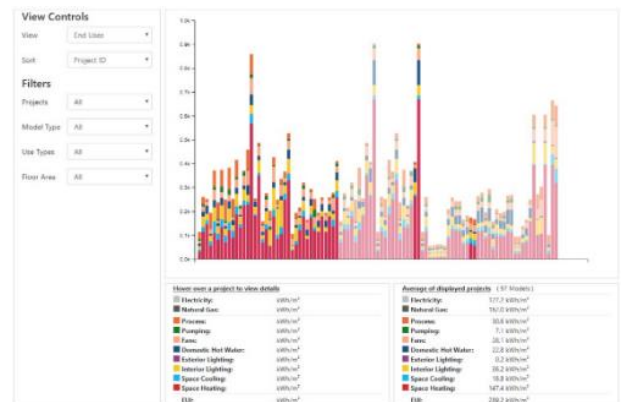
Launched the Toronto 2030 Platform

An online resource designed to track building performance and progress towards the District targets. Created by the Canadian Urban Institute, it displays emissions from energy use, water use and transportation for the District, by building type, and geography.



Launched the COMPASS Tool

A streamlined energy benchmarking and reporting tool to be used during the design phase of building development projects. Developed by RWDI, in collaboration with Sustainable Buildings Canada



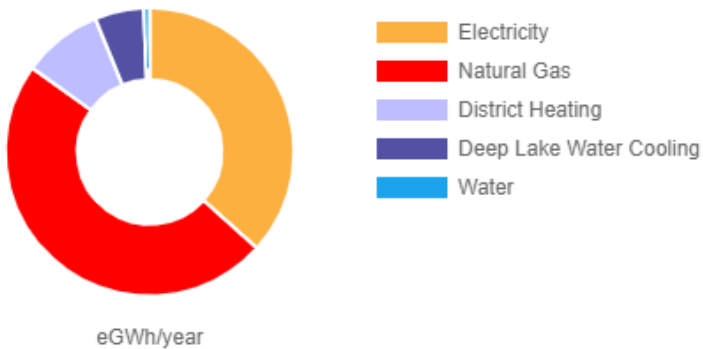
Grew our Network

Participated at events designed to promote the use of these tools to create higher performance buildings. Engaged with over 450 people at conferences, pub nights and lunch and learns about the challenges and opportunities to reduce the impact of buildings in Toronto's 2030 District.

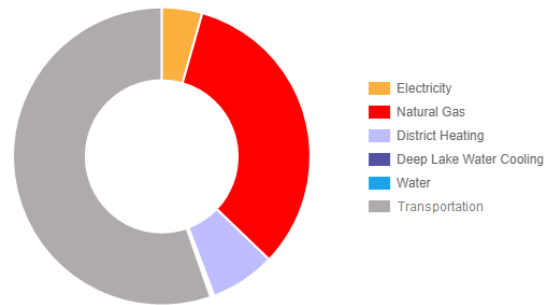


HIGHLIGHTS FROM THE TORONTO 2030 PLATFORM

District Energy Use: 10,030 eGWh/yr



Total District GHG Emissions Including
Transportation: 2.67 MtCO₂/year



2019 INITIATIVES

Building on the foundation we created in 2018 by launching the Toronto 2030 Platform and COMPASS tool, in 2019 we want to support the creation of a high performance downtown Toronto by developing a vision for what it will take to reach our goals, provide opportunities for networking

and collaboration around downtown-Toronto specific challenges and opportunities and deliver the resources and tools needed to get us there. Our planned activities are listed on the next page.



QUANTIFY

+ Develop a roadmap to reach the targets

- Convene a charrette to identify energy, water and transportation conservation opportunities in Toronto.
- Leverage the Toronto 2030 Platform to model the impact of the identified opportunities.
- Develop a roadmap to reach the District targets. This will create a vision for the energy conservation opportunities in downtown Toronto's building stock and the changes in transportation behaviour that would support the achievement of the 2030 targets.

+ Update the Toronto 2030 Platform

- Show the progress of downtown from 2017 to 2018 and add new functionality.
- Demonstrate the possibilities for reaching the 2030 targets



CONNECT

+ Produce an event series

- Convene conversations to grow the commitment to delivering on the solutions in the District roadmap.
- Focus on identifying downtown-Toronto specific challenges and opportunities to improve building performance. Identify the key implementation barriers to inform policy and advocacy positions and engage with government on the issues.
- 6 events



COLLABORATE

+ Convene a collaborative learning group (the Further Faster Group)

- Accelerate retrofits in downtown Toronto, find opportunities, measure, track and evaluate progress towards the District goals. The Further Faster Group will comprise the leading NGOs, industry associations, utilities, researchers and government staff who will act as teachers and learners, exchanging knowledge about creating high performance buildings in a variety of building types in downtown Toronto.
- Identify the key implementation barriers by building type (e.g. split incentives) and we will use the Platform to model the impact of overcoming the barriers.



MOBILIZE

+ Develop and share case studies

- To promote the success of building owners, operators and managers in creating high-performance buildings in downtown Toronto we will create a series of case studies. The case studies will help inspire others in the District to take similar action to create high performing buildings.



SPONSORSHIP OPPORTUNITIES

 Platinum Sponsor	 Gold Sponsor	 Silver Sponsor	 Bronze Sponsor
\$25,000	\$15,000	\$10,000	\$5,000
Primary logo placement on all print and online event materials and collaborative learning group information, materials	Secondary logo placement on all print and online event materials and collaborative learning group information, materials	Logo placement on all print and online event materials and collaborative learning group information, materials	Logo placement on all print and online event materials and collaborative learning group information, materials
Primary logo placement on Toronto 2030 Platform website , and buildings highlighted, where applicable	Secondary logo placement on Toronto 2030 Platform website , and buildings highlighted, where applicable	Logo placement on Toronto 2030 Platform website , and buildings highlighted, where applicable	Logo placement on Toronto 2030 Platform website
Primary logo placement in 2030 District Annual Report and the Toronto 2030 District website	Secondary logo placement in 2030 District Annual Report and the Toronto 2030 District website	Logo placement in 2030 District Annual Report and the Toronto 2030 District website	Logo placement in 2030 District Annual Report and the Toronto 2030 District website
Complimentary event registrations (6 per event)	Complimentary event registrations (4 per event)	Complimentary event registrations (2 per event)	Complimentary event registrations (1 per event)
Speaking opportunity at 2030 District events (3)	Speaking opportunity at 2030 District events (2)	Speaking opportunity at 2030 District events (1)	
Featured in case studies (2)	Featured in case study (1)	Featured in case study (1)	
Recognition by the 2030 Network and promotion to all 20-member cities			

President's Log

Date	Event/Meeting	Location	Attendees	Time
December 17	Reconciliation for Architecture Round Table	Toronto	w/roundtable members, staff	10am-3pm
January 7	CALA Future of Architecture Writing Group	Ottawa	w/Committee Members	9am-3pm
January 8	Executive Committee meeting	via phone	Executive Committee	2-2:30pm
January 9	Building Committee	via skype	w/Committee Members	1-3:30pm
January 10	Meeting with APC chair, OAA and Facilitator	via phone	w/D.Condon, A.Rabeau, K.Doyle	11am-12noon
January 17	Meeting with Algoma Members	Sault Ste. Marie	Members, K.Doyle	11:30am-2pm
January 18	Ministry of Government & Consumer Services Meeting	Toronto	w/Ministry reps, G. Erskine	9-10am
January 18	Meeting with Architect at Work	Toronto	w/ event coordinator	11am-12noon
January 23	New Councillor Orientation	Toronto	w/new Councillors, K.Doye, N.Brown	12:30-3pm
January 23	Pre-Council meeting	Toronto	w/Council	6:30-9pm
January 24	Council Meeting	Toronto	w/Council, staff	9:30am-3pm



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.1.b

Memorandum

To:

Council

John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef

Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From:

Kristi Doyle, Executive Director

Date:

January 14, 2019

Subject:

Report from Executive Director

Objective:

To provide Council with an update on activities of the Executive Director not covered elsewhere in the Council agenda.

Background:

This report outlines specific activities that have occurred which have not been reported elsewhere in the Council package since the December meeting.

Internal and Administration

A staff meeting was held on January 10 for the purpose of updating staff on activities resulting from the December Council meeting. During the meeting there was discussion regarding the orientation session for new members of Council as well as the process for the appointment of Councillors to the various OAA Committees for 2019 which will be finalized shortly after the Election of Officers at the January 24 Council meeting.

The status of the OAA Building renovation and 'move' date was also reviewed and discussed with staff. As the move back in draws closer, discussions with staff regarding specific aspects of the new building and operations are being reviewed. This includes details including the use of soft phones as well as new lighting controls, AV set up and equipment.

I will be conducting the annual performance review for the OAA Registrar on January 23 which will also be attended by the President as agreed with the Human Resources Committee.

The OAA's annual audit process is underway with the assistance of the Finance staff.

I will be issuing the advertisement shortly for additional Practice Advisory staff in anticipation of the retirement of Practice Advisor Charles Greenberg. The current and future needs in terms of

practice advice and practice advisory services are being considered prior to finalizing an advertisement.

OAA Activities/Policy and Industry Relations

The President and I completed the annual fall tour with two final visits in Hamilton and Sault Ste. Marie.

I met with Garry Neil, Executive Director of the Ontario Association of Applied Architectural Sciences (OAAAS) on January 8 to discuss a number of matters including their upcoming presentation to OAA Council and the Annual Meeting of the Founder for 2019.

I also met with Pro-Demnity President and CEO, Byron Treves on January 7 for a regular check-in meeting and in particular to discuss the proposed governance presentation as part of Council's February planning session.

I participated in a conference call on January 11 at the request of Mike Brennan, Executive Director of the Royal Architectural Institute of Canada (RAIC) to discuss the current landscape in Ontario with respect to our local Societies as well as open the dialogue regarding ways in which the RAIC could increase their advocacy efforts in Ontario.

National Initiatives

I will be attending a meeting of the Canadian Architectural Licensing Authorities (CALA) Administrators on January 25 in Toronto along with OAA Registrar Nedra Brown.

Action: No action required.



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.1.c

Memorandum

To: **Council**
John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef

Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From: **OAA Building Committee**
Sheena Sharp, Chair
Toon Dreessen
Gordon Erskine
Kathleen Kurtin
John Stephenson

Date: January 15, 2019

Subject: Update from the OAA Building Committee

Objective:

To provide Council with an update on the OAA Building Renew & Refresh project.

Background:

Since the last Council meeting, the Building Committee met on January 9, 2018.

Recall that Building Committee Chair, Sheena Sharp made a detailed presentation to Council at the December meeting on all facets of the renovation project. We are now entering the final two months or so towards project completion.

It had been noted that there was some slippage in schedule for various reasons, however, progress continues in accordance with the agreed to schedule as we enter the final stages of construction. Notwithstanding progress, a decision has been made by the Committee and Executive Director to delay the previously scheduled date for the move back to 111 Moatfield Drive. The agreed to schedule with the Contractor has not been changed, however in order to avoid any issues that may occur with the last areas of work that will not be completed at the end of February OAA operations will not return to the OAA Headquarters until March.

Between April and August additional site work including asphalt and landscape repair as well as installation of Morgan Solar PV will take place.

Again, as reported at the December meeting the Opening party is being planned for September.

Under development, and in consultation with the previously engaged art consultants, is a proposal for a new President's Wall at the Headquarters. As options and opportunities are being explored, decisions and implementation on this front will be considered later into 2019.

In addition to the session being offered at OAA Conference 2019 regarding the building project, another opportunity is being pursued to provide education to architects and other design professionals at the spring *architects@work* conference.

Action: For Information only.



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.1.d

Memorandum

To: **Council**
John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef
Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From: **OAA/ARIDO Joint Task Group**
John Stephenson, President
Kathleen Kurtin, Senior Vice President & Treasurer
David Sin, Councillor

Date: January 15, 2019

Subject: Update – OAA/ARIDO Joint Task Group

Objective:

To provide Council with an update on the activities of the OAA/ARIDO Joint Task Group.

Background:

The next meeting of the OAA/ARIDO Joint Task Group will be held on February 6, 2019.

Since the last Council meeting, work has continued with respect to addressing the provision of professional liability insurance to interior designer members of the OAA, once licensed. OAA and ARIDO Executive Directors, Doyle and Portelli are working directly with Pro-Demnity Insurance Company President & CEO Byron Treves on a survey to be administered shortly to existing ARIDO members to gather information necessary to develop an appropriate insurance program/policy for interior designers.

OAA's Executive Director and Registrar met immediately after the holidays to map out the work plan and schedule for identifying legislative amendments which will reflect the policy decisions made on this file including governance and structure elements to date. The majority of these items were reviewed and discussed with Council at the November meeting. In addition, Doyle and Portelli are working on the full briefing document which is to be advanced to the Attorney General shortly and which will articulate in non-legislative language the full details of the regulation of interior design under the *Architects Act*.

It is anticipated that the definition of the scope of practice for interior design will continue to be refined at the February 6 meeting in order that a final draft can be advanced with the legislative amendments being proposed in the spring. This will be advanced to Council at the March meeting for final review and approval as it reflects one of the most integral pieces of this initiative.

Action:

For information only.



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.3.a

Memorandum

To:

Council

John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef

Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From:

Gordon Erskine, Vice President Strategic

Committee Members

Gordon Erskine (Chair)
Toon Dreessen
Kristiana Schuhmann
John Stephenson

Walter Derhak
Kathleen Kurtin
Sheena Sharp

Date:

January 10, 2019

Subject:

Update on activities under the Vice President Strategic Portfolio

Objective:

To provide Council with an update on the activities under the Vice President Strategic portfolio

Background:

Policy Advocacy Coordination Team (PACT)

PACT last met on November 20, before the final Council meeting of 2018. Since then, PACT held the Reconciliation Roundtable and it was well-attended with eight Indigenous and seven non-Indigenous participants. The Roundtable focused on a variety of initiatives the OAA can work toward in order to help increase Indigenous representation within the architecture profession. Roundtable meeting notes can be found below. PACT is also in the process of preparing for the Project Management Service Providers Roundtable on January 30.

In addition to the roundtables, PACT is working on providing a response to the provincial government pre-budget consultations and has applied to give an oral presentation to the Standing Committee on Finance and Economic Affairs, in addition to a written submission. The submission will include information on the importance of using Quality-Based Selection (QBS) in architecture procurement and the potential benefit of site plan approval reform in the *Planning Act*.

The OAA is meeting with Public Services and Procurement Canada (PSPC) to discuss a QBS pilot project in the Ontario region. This potential pilot program would follow the implementation of a QBS pilot program by PSPC in the National Capital Region. The OAA was instrumental in helping make that particular pilot project a reality.

PACT members and Policy and Government Relations (PGR) staff are also meeting with the Assistant Deputy Minister of Supply Chain Ontario, Doug Kent, to discuss the use of QBS within the provincial government.

PACT and PGR staff have formulated changes to the *Planning Act* that are intended to increase the speed at which site plan approval is granted. The OAA will be submitting these proposed changes on January 25.

The first PACT meeting of 2019 will be on January 29.

Construction and Design Alliance of Ontario (CDAO)

Following CDAO's Strategic Planning session on December 5, 2018, member organizations have been asked to submit any recommendations and supporting reports or documentation that are aligned with the priorities that were identified. The OAA submitted its materials (including on Site Plan Approval reform) and is awaiting next steps.

Action:

No action is required.

Attachments:

Reconciliation Roundtable Meeting Notes

Site Plan Approval / *Planning Act* updates

Reconciliation for Architecture Roundtable

December 17, 2018 | 10:00 – 3:00

1 Duncan Mill Road, Toronto, Ontario.

Co-facilitators

Brian Porter
John Stephenson

Staff Attendance

Adam Tracey
Arno van Dijk

Participants

Shannon Bassett
James Bird
Cal Brook
Jake Chakasim
Roberto Chiotti
David Fortin
Matt Hickey
Bohdana Innes
Victor Kolynchuk
Larissa Roque
Eladia Smoke
Susan Spiegel
Monique St. Pierre

1. Welcome and Traditional Invocation

The Roundtable begins with a welcome from co-facilitators John Stephenson and Brian Porter. This is followed by a prayer and a smudging led by Eladia Smoke.

2. Sharing Circle 1 – Truth and Reconciliation Commission Calls to Action for Business

Participants are asked to share why they chose to participate in the roundtable and what reconciliation for the OAA and the profession means to them.

3. General Discussion

Discussion begins with the importance of education for Indigenous youth and providing a general awareness of architecture and the architecture profession, as well as the opportunities that exist within the profession. This education also needs to come from current members in offering mentorship opportunities to youth who are interested in the profession.

Discussion continues with a participant noting the importance of examining what other jurisdictions are doing and to specifically look at New Zealand, Australia as well as other regulators in Ontario and across Canada. Perhaps there can be a collaboration amongst regulators (planners, landscape architects, interior designers etc.).

The discussion moves on to the potential for including a clause/language to require traditional knowledge where appropriate for specific projects. Furthermore, recognizing that knowledge of Canada's Indigenous population, values, history is important for creating a common understanding. The OAA can play a key role in promoting education amongst its members to help further the goal of cross-cultural understanding. Moreover, how such an understanding can impact procurement practices, continuing education for architects and best practices in business (practice) management as well as community management.

A suggestion arises to create an Elders database for the OAA. This could involve asking other organizations for suggested members or for the OAA to establish an Elder in residence program similar to that of a practice advisor; an employee of the OAA who is able to give feedback and provide recommendations about navigating specific issues in relation to Indigenous issues. This segues into the possibility of the Practice Committee or Practice Advisors developing a best practice guideline for culturally sensitive community engagement. However, it is important to note that Indigenous communities across Ontario are not homogenous and that architects need to spend time and have a localized approach when dealing with different communities. Much of this information can be sourced from the University of Toronto Centre for Indigenous Studies and the Council for Indigenous Initiatives.

The conversation turns to what the OAA currently has available to Indigenous students who are interested in pursuing architecture in their studies or as a career. The OAA needs to examine the possibility of a bursary or scholarship for Indigenous students or at the very least create a database of bursaries and scholarships available to Indigenous students so that it can be distributed. Should the OAA have Indigenous students on the Intern Committee?

The OAA needs to examine how to expose Indigenous youth, and youth in general, to the practice of architecture. Is there a way for the OAA to partner with existing entities that are providing outreach in Indigenous communities? Can the OAA publicize more opportunities for outsiders to attend architecture events or spend time with architects? Is there a way to connect youth with architects who are spending time in Indigenous communities? The OAA needs a resource person/staff member who can be the point person for Indigenous issues/outreach. Participants note that their reasons for becoming an architect are very personal and because of earlier exposure to architecture. Therefore the more exposure youth have to the practice, the more likely they are going to consider it as a profession.

The OAA needs to consider its weight at national level and use its voice at the Canadian Architectural Licensing Authorities (CALA) and at the Canadian Architectural Certification Board (CACB) to discuss issues of importance to Indigenous architects and Indigenous Canadians. It is important to remember that there are only 16 self-declared Indigenous architects in Canada and they are already doing so much to support reconciliation and to create change. Organizations like the OAA need to make efforts too. Participants note that the OAA should undertake a Progressive Aboriginal Relations (PAR) certification through the Canadian Council for Aboriginal Business (CCAB) in order to confirm corporate performance in Aboriginal relations and that the OAA could encourage practices to do the same.

Participants discuss the importance of continuing education. The annual conference can be a particularly powerful vehicle for providing ongoing opportunities for education on cultural fluency and reconciliation awareness. There is also benefits for OAA staff and volunteers sitting in on similar courses. Participants wonder if this should be a mandatory category for the continuing education cycle. Is Indigenous cultural fluency something to include in the Canadian Handbook of Practice (CHOP) issued by the Royal Architectural Institute of Canada (RAIC)? Participants also discuss general areas of bother for Indigenous architects, for example the addition of HST to the annual fee for members who live on reserve.

Discussion turns to the continuity of this discussion in order to ensure that it is not a one-time event. Should OAA programs like SHIFT center on Indigenous architecture during a particular cycle to continue ongoing recognition and learning opportunities? Participants mention using the Policy Advocacy Coordination Team (PACT) as the vehicle for Indigenous issues, but others wonder if there should be a separate sub-committee, or even an annual roundtable. Participants do agree however, that the effort and burden needs to be on the OAA. The OAA needs to reach out to existing organisations like the Northern Nishnawbe Education Council (NNEC) to begin making changes and to ask for direction.

4. Indigenous Spirituality and Traditional Knowledge

Participants discuss how much of Indigenous knowledge comes from the relationship with the land and how that is being impacted by climate change. Participants also raise the importance of increased awareness of traditional Indigenous knowledge amongst architects, but some worry that this can easily become a form of cultural appropriation. A framework is needed to demonstrate how the OAA and architects can treat and incorporate traditional knowledge because architecture can be such a powerful form of reconciliation. Participants also note how the use of traditional Indigenous knowledge can also go a long way toward achieving goals to help combat climate change.

Participants are in agreement that the OAA and the profession needs to celebrate projects that are opportunities for research and innovation, while at the same time also incorporate traditional knowledge. Architects need to understand, acknowledge and celebrate the connection of Indigenous spirituality through the connection with and reverence of the land and sustainability. Such concepts are not modern constructs, but rather thousands of years old. These ancient traditions that inspire and underpin modern technical practices need to be celebrated and acknowledged.

Architects need to ensure that when they are engaging with Indigenous communities on their land that they are engaging with those individuals who have the authority to speak for the territory where they are working. Also acknowledging the lived experiences of groups and individuals and recognizing that just because you are an architect does not mean you have the lived experience. This is in addition to recognizing that traditional knowledge in a theoretical sense needs to be backstopped by lived experiences in order to be authentic. Renowned Canadian Architect Douglas Cardinal teaches that Indigenous values are really quite basic: love and take care of the land and love and take care of each other.

The discussion moves on to the importance of the process of design over the final product. It is important to share the process and be open to all the possibilities that result. This can help to avoid traditional attitudes of colonialism where architects are arriving at a problem already with a solution in hand. At the same time however, members discuss how Indigenous communities have not necessarily always made it easy for non-Indigenous architects who are trying to do the right thing. Participants note that increasing diversity is always a helpful way of increasing understanding.

Participants note that language is important as well because the terms Indigenous and non-Indigenous are simply artificial constructs that reinforce a divide that should be avoided. Indigenous people do not themselves self-identify as Indigenous, but rather they identify as being of their community or tribe, each of which is unique and diverse. There is even discussion over whether reconciliation should be the term used when it implies a mutuality that is not realistic. One member suggests that conciliation may be a better term to clearly put the burden on the dominant culture. This goes even further into whether the OAA should move past reconciliation and be incorporating a de-colonization attitude into its mandate instead. This could symbolize a move away from a culture that is taking from both people and the earth for economic gain and returning to a culture that is connected to, and protecting the land.

Furthermore, there is a need to embrace the notion that 'our' culture is 'your' culture and that there is much more in common than there are differences. This also requires an understanding that what architects may be learning and embracing as new, may in fact be thousands of years old and part of an Indigenous value system. Also, an understanding that architecture is in fact a colonial construct and that decolonization of architecture is essential. This needs to be examined across the profession in order to seek a broad understanding of what this holds for the profession in the future. This examination and discussion also needs to take place across design disciplines. Moreover, it also needs to be considered when constructing an Architecture Policy for Canada.

The discussion concludes with a focus on the importance of education and mentorship. It is critical to foster young architects, both Indigenous and non-Indigenous, through constructive mentorships who value and practice the fundamental beliefs of decolonization and a respect of traditional culture.



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.4.a

Memorandum

To:

Council

John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Spiegel
Magid Youssef

Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From:

Chair, Communications Committee

Vanessa Fong

Committee Members

Amir Azadeh
Jennifer King
Sadeq M. Sadeq

Jeremiah Gammond
Joël León
Magid Youssef

Date:

January 10, 2019

Subject:

Communications Committee Update

Objective:

To provide an update on current and ongoing communications-related activities.

Background: The 2018 Communications Committee has not convened since its meeting on Wednesday, November 21, 2018, prior to the December Council meeting. As Chair and VP Communications Vanessa Fong has now completed her term, this report serves as an update on the progress of programs and services to year end.

1. 2018 Priority Projects

WEBSITE REVIEW

The OAA Website Redesign Project continued in December with refinement of the Information Architecture (IA).

In late December, Enginess, the web consultant, held a conference call with the OAA Registrar to get a better understanding of how transparency (e.g. discipline decisions) can be included with the revised architect database/register (i.e. Discover an Architect).

An in-person meeting with the Website Sub-Committee and Enginess will take place on January 10 to review the IA/site map.

Next steps later in January will include the development of wireframes. The early phases of design are also targeted to begin this month.

Appendix A, "OAA Website Audit and Design Report for December," tracks completed and projected work on the project.

OAA HQ RENEW + REFRESH

The fall/winter edition of the *OAA HQ Renew+Refresh* e-newsletter was released to members on December 13.

The Artwork Program's three priority projects will begin in January, based on feedback from the consultants and a revised timeline. Williams Carlyle Consulting will be working together with OAA staff and members of the Building Committee.

A blower door test will require communications and event support. A save-the-date notice was published in the December *OAA News*, with more information scheduled for release in January. However, the blower door test has since been moved. (Those who had previously RSVP'd have been notified.) Once the info has been finalized, an e-mail will be sent to enable a limited number of interested members the chance to attend.

SHIFT 2019 Infrastructure/Architecture Challenge and Awards Program Updates

The SHIFT jury selection is almost complete, with four participants confirmed and a fifth being finalized. OAA staff and Jury Facilitator Toon Dreessen contacted jurors in December and January to introduce the SHIFT concept. An additional jury subject matter expert will be chosen to complement the jury once the submissions are received and reviewed later this month.

The final edition of the *Making the SHIFT* newsletter was published on January 10.

SHIFT submissions are due on January 18, and Service Awards Nominations (G. Randy Roberts and the Honour Roll) are due on February 1. OAA staff is currently making preparations for Jury Day, which will be taking place on February 19.

LOGO DESIGN

After meetings with both the OAA Logo Sub-Committee and Enginess/Sputnik (the web design consultants), Leo Burnett Toronto presented the final logo and examples of its applications at the December 14 Council Meeting. Council moved unanimously in favour of the logo, but shared some suggestions and opinions. The three major points were:

- concern about the balance between the text, logo, and signature for the seal/crest application;
- bilingual print version (with both languages) of the graphic symbol and text lockup was felt to be the least strong graphically; and
- concern about an optical illusion caused by the overlap of the straight lines of the 'A' tangent to the 'O,' which appear to cut off the curve of the 'O' and distort its proportions.

This feedback was subsequently shared with Leo Burnett in a conference call with a Logo Subcommittee member and OAA staff. The firm has worked to incorporate these ideas and submitted a revised logo and application examples to the Logo Subcommittee on January 18. The final, refined logo will be distributed to Council at the January meeting for information. It is important to remember the program was to develop a new logo for the Association; applications such as digital crests can be subject to further refinement.

At that point, Leo Burnett's team will develop the guidelines for use of the logo, which will also be shared with the web redesign team. This will be finalized before the end of next month.

Additional Priorities

BLOAAG
For the month of January, the bLOAAG series will be tied into the work that the Housing Affordability Task Group (HATG) has done on its report, "Housing Affordability in Growing Urban Areas," which is set to be officially released in January. Throughout the month, the site will share projects that the HATG has referenced in the report as case study examples.
PUBLIC AWARENESS AND MEDIA RELATIONS
Proof, the OAA's media consultant, prepared pitch notes related to the SHIFT 2019 Infrastructure/Architecture Challenge program and approached trade media about stories during this submission stage. Working with members of the SHIFT Task Group, Proof made some changes to the messaging to ensure it better reflected the program's mission to expand the role of architectural thinking to better approach societal issues, rather than 'solve' problems. It also clarified its approach to remind people this was a request for ideas and concepts, rather than a showcase for built projects.

2. OAA Communications

COMMUNICATION PLANS	KEY PROJECTS	KEY ACTIVITIES
<ul style="list-style-type: none"> ➤ OAA Building Renew/Refresh ➤ Communications plans 2018: <ul style="list-style-type: none"> SHIFT: Infrastructure/Architecture Challenge Starting a Practice Online CERB Online Admission Course ➤ Planning with Policy/GR: <ul style="list-style-type: none"> Housing affordability OMB appeal hearing Climate Change/ 2030 MOL employment standards National architectural policy 	<ul style="list-style-type: none"> ➤ OAA HQ Renew + Refresh ➤ OAA HQ Art Program ➤ Website Review ➤ OAA Logo Redesign ➤ SHIFT Infrastructure/Arch Challenge ➤ Conference 2019 planning ➤ 2019 Council 	<ul style="list-style-type: none"> ➤ Planning/strategy ➤ Consultation ➤ Media relations ➤ Media monitoring ➤ Writing/editing/proofing ➤ Content development: bLOAAG/ Twitter/Instagram/OAA News ➤ Design and production ➤ Enquiries ➤ Website development and maintenance ➤ Committee support

3. Web Updates (November - December 2018)

UPDATES	DEVELOPMENT	UPCOMING PRIORITIES: In progress
<ul style="list-style-type: none"> • Practice Tips and Reg. Notices • Management of the Project articles & Contract page • Admission Course • Starting an Architectural Practice • Website Survey • Council Elections • Conference 2019 – Sponsorship Prospectus • OAAAS Updates • SHIFT Website FAQ 	<ul style="list-style-type: none"> • Website Redesign Project – Research, Consultation and Audit • SHIFT 2019 Infrastructure/Architecture Challenge Website • Cadmium Online Awards Website 	<ul style="list-style-type: none"> • Content Audit of OAA Website • Graphic Standard review • Accessibility standards training

4. Sponsorship and SPF Update

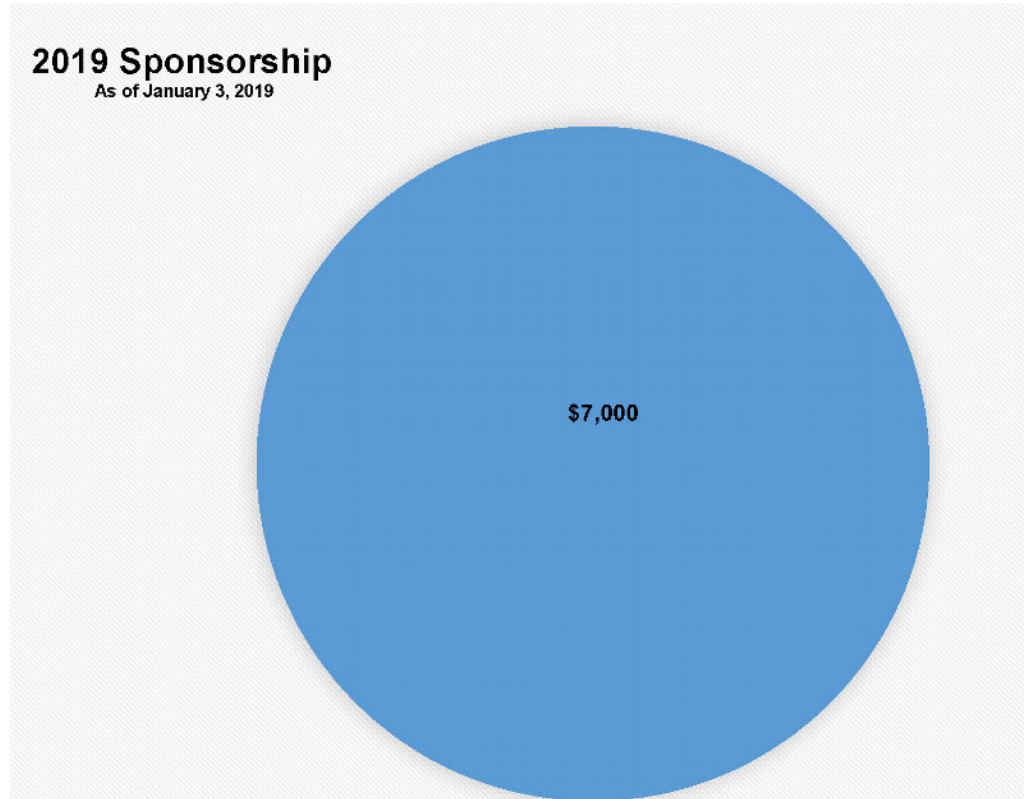
Current 2019 Budget (as of January 3, 2019): **\$23,000 – January 28 Deadline**

Budget Spent (as of January 3, 2019): **\$7,000 – January 28 Deadline**

■ **Total budget: \$60,000**

\$30,000 – January 28 Deadline

\$30,000 – May 27 Deadline

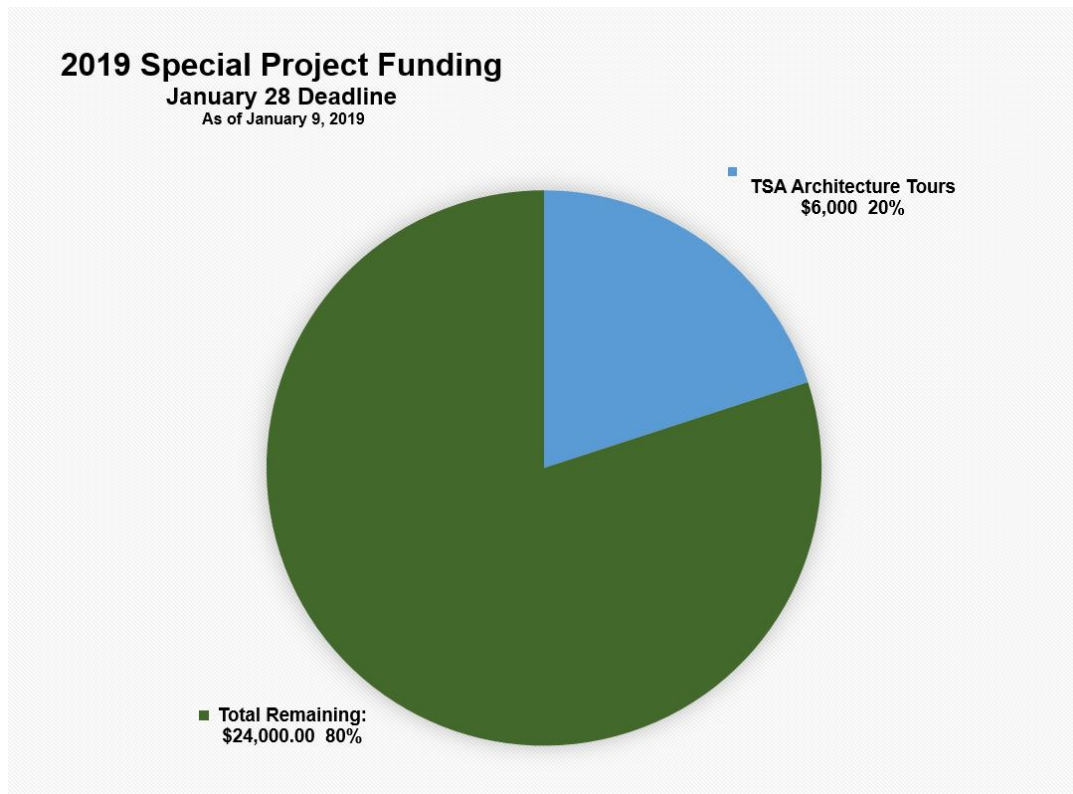


■ **2018 Winter Stations Design Competition**

February–March, 2019 | Toronto

Raw Design, Curio, Ferris +Assoc

\$7,000



Special Project Funding Update

Total budget: **\$60,000**

\$30,000 – January 28 Deadline

\$30,000 – May 27 Deadline

January 28 Deadline

Budget Spent (as of January 9, 2019): **\$6,000 – January 28 Deadline**

Budget Remaining (as of January 9, 2019): **\$24,000 – January 28 Deadline**

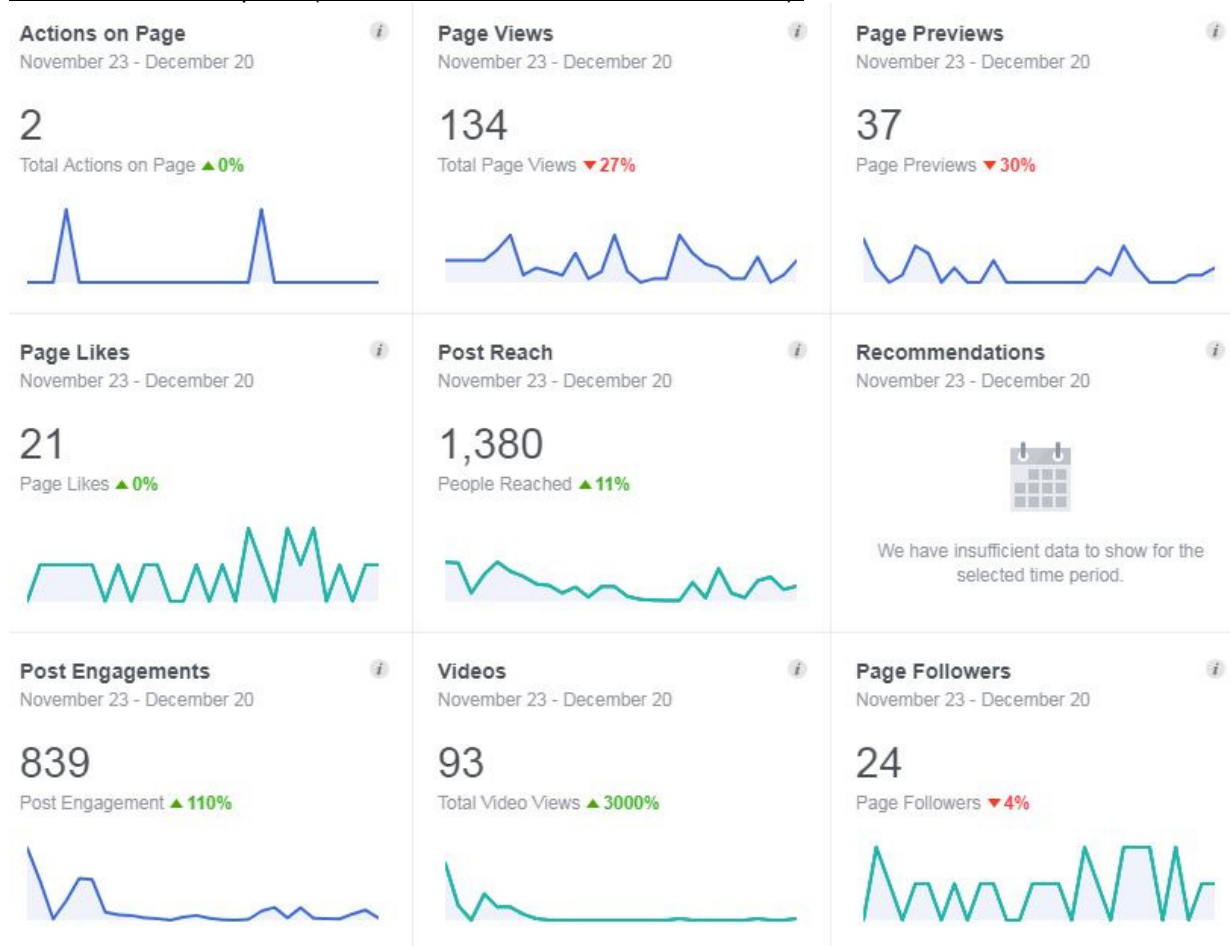
2019 Toronto Society of Architects Architecture Tours

Year Round tours | Toronto | \$6,000

5. Social Media Update

INSTAGRAM	TWITTER	FACEBOOK
Followers: 2607 (+44)	Followers: 6619 (+126) Total Likes: 5757 (+261)	Followers: 1535 (+21) Total Likes: 1448 (+17)
December was a quiet month for the OAA's Instagram account. We used the Insta Stories and Highlights to remind people to participate in the Shift Challenge, and we shared information such as the call for nominations for the OAA Service Awards and other important events/deadlines that would be of interest to our members. On average, each Instagram story was seen by about 300 followers.	Twitter is our most consistently used social media platform. Twitter posts throughout December were consistently planned for a minimum of three times daily, hitting the high traffic times of 9 am, noon, and 5 pm. As is standard, we tweeted about several events and awards programs that would be of interest to OAA members. We promoted local architectural society events and shared OAA news items.	Facebook was used to promote several events that would be of interest to our members, such as local events and major architecture/design-related events across Ontario.

Facebook Data Graphics (based on November 21 – December 21):



Total Page Followers as of Today: 1,535

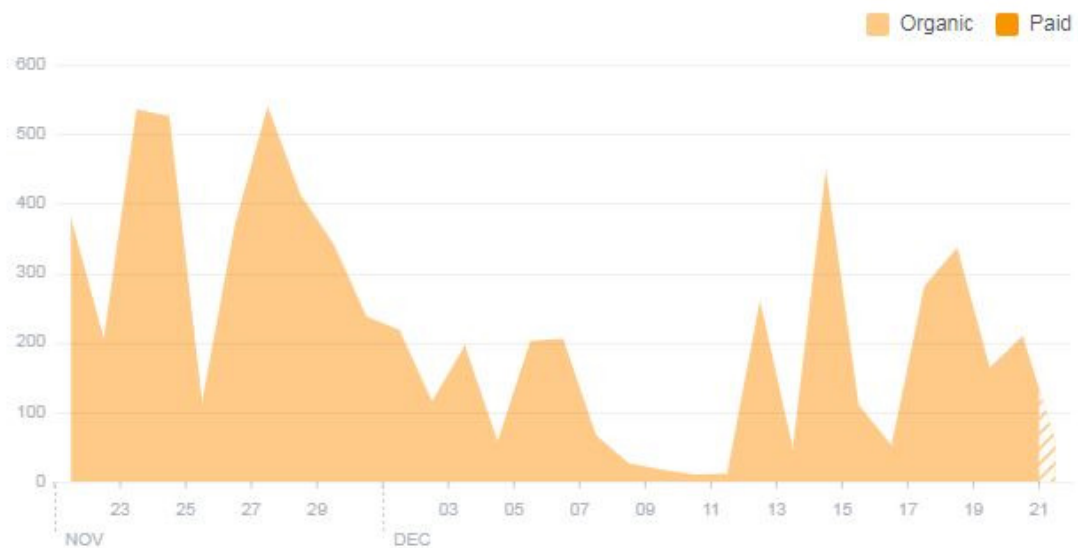


Total Page Likes as of Today: 1,448



Post Reach

The number of people who had any posts from your Page enter their screen. This number is an estimate.



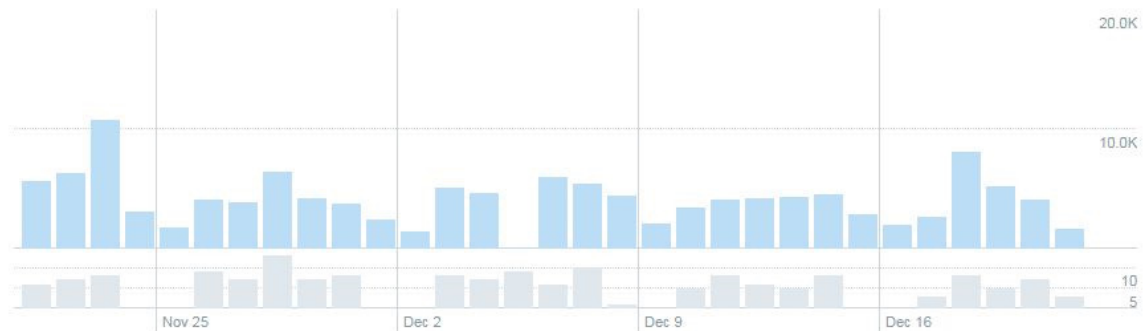
Twitter Data Graphics (based on November 21 – December 21):

28 day summary with change over previous period



Dec 2018 • 20 days so far...

Your Tweets earned 133.7K impressions over this 31 day period



Link clicks
247



On average, you earned **8 link clicks** per day

Retweets
140



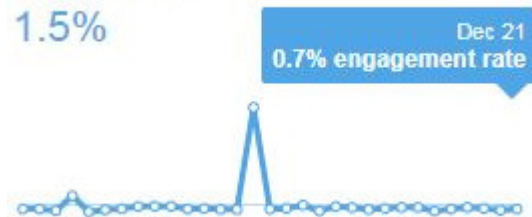
On average, you earned **5 Retweets** per day

Likes
302



On average, you earned **10 likes** per day

Engagement rate
1.5%



Objective: For information only, no action is required.

OAA Website Audit and Redesign STATUS REPORT

Monthly Status Executive Summary					
Reporting Period : Month of December 2018			Client Stakeholders :Tamara King		
			Project Manager : Prerana Shrestha		
			Contract # : 2018-0022		
Current Status					
	Green	Yellow	Red	Details	
Schedule					
Budget					
Scope					
Schedule					
Projected Milestones		Date		Percentage Complete	
				Notes	
Project Kickoff		June 26th, 2018		100%	
Planning		June 29th, 2018		21%	
Planning Sign off		April 10th, 2019		0%	
Development		Spring 2019		0%	
Development End		Winter 2019		0%	
QA		Winter 2019		0%	
Content Population		Winter 2019-Spring 2020		0%	
UAT		Spring 2020		0%	
Launch		Feb-20		0%	
Work Completed					
Work Completed			Projected Work Scheduled Next Month January 2018)		
<p>* Project team worked on further refinement of the Information Architecture. A meeting has been setup for January 10, 2019 for the project team to review Sitemap with the committee. The expected outcome is sign off on the proposed Information Architecture.</p> <p>* User Interface visualization for header and footer menu items has begun.</p> <p>* The project team has also started working on documenting the various content types that will be needed for the site.</p>			<p>* Design kick-off meeting has been proposed for January 23, 2018. The intention of this meeting is for the design team to walk the project team through the process and details of what can be expected during the design phase.</p> <p>* Leo Burnett team will be sending the finalized package to the project team so that the design phase can begin.</p> <p>* Simone has started conversation with Nedra to get a better understanding of how transparency (i.e. discipline decisions) can be included in the revised architect database/register (i.e. Discover an Architect). Simone will reconvene on this task for further discovery and planning.</p> <p>* Project team will start on wireframes task.</p>		
Follow Up Items					
ID	Action		Owner	Impact/Notes	Due Date

OAA Website Audit and Redesign
STATUS REPORT

Risks / Issues						
ID	Action	Owner	Impact/Notes	Due Date	Resolution Date	at



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.4.b

Memorandum

To:

Council

John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef

Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From:

Gordon Erskine, Vice President Strategic
Ted Wilson, Chair, Sustainable Built Environments Committee

Committee Members

Cheryl Atkinson	Terri Boake
Eric Anthony Charron	Paul Dowsett
Gordon Erskine (VP Strategic)	Mariana Esponda
Dan Harvey	Joy Henderson
Sheena Sharp	Andy Thomson
Richard Williams	Ted Wilson (Chair)

Date:

January 10, 2019

Subject:

Sustainable Built Environments Committee (SBEC) Update

Objective:

To provide Council with an update on the Committee's activities

Background:

Sustainable Built Environments Committee

The Committee last met on December 20 and January 16. An oral update of any proceedings from the January 16 meeting, including future meeting dates, will be given by the VP Strategic at the Council meeting. The following is a summary of what SBEC has examined or worked on since the last Council meeting on December 14.

Four Walls: The Four Walls presentation took place on December 4 at the McEwen School of Architecture in Sudbury and it was a very successful event. Members of SBEC are looking at how they can get the information about the different types of walls out to different industry members.

Government of Ontario Climate Change Plan: Members of SBEC are in the process of drafting a response on behalf of the OAA for the Government of Ontario Climate Change Plan

consultation process. OAA members have until January 28 to submit feedback about the plan if they are interested. SBEC members also noted that the Ministry of Finance is looking to eliminate the Ontario Building Code (OBC) in 2020 and replace it with the National Building Code. The potential loss of Part 11 of the OBC is particularly concerning to SBEC members. SBEC will be spending more time on this issue in the coming months.

Sustainable Strategies for Heritage Buildings: Eric Anthony Charron, an SBEC member, gave a presentation on research he has undertaken in retrofitting older buildings so that they can become more sustainable. SBEC will continue looking into this subject and is thinking of undertaking something similar to the Four Walls project with this topic.

International Union of Architects Pledge: SBEC members note that the International Union of Architects (UIA) pledged in 2014 to eliminate carbon emissions from buildings and are considering whether this should be an initiative undertaken by the OAA.

Bill 66: *Restoring Ontario's Competitiveness Act*: SBEC members will be studying Bill 66 and determining if it warrants a response from the OAA.

Action:

None

Attachments:

None



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.5.b

Memorandum

To: **Council**
John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef

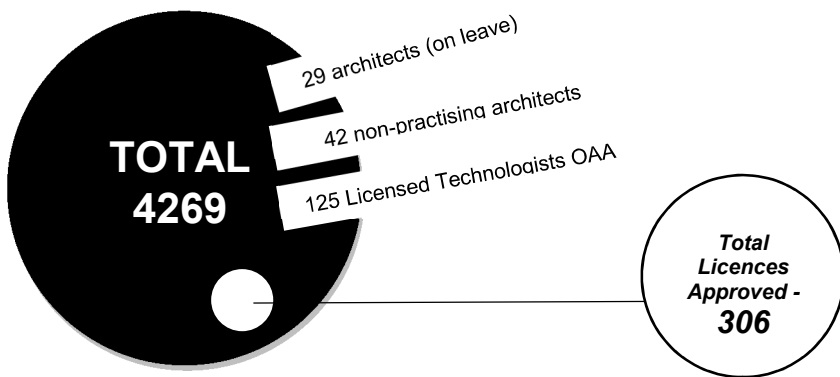
Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From: Nedra Brown, Registrar

Date: January 9, 2019

Subject: Activities under the Registrar – 2018 Summary

1. Membership as of December 31, 2018

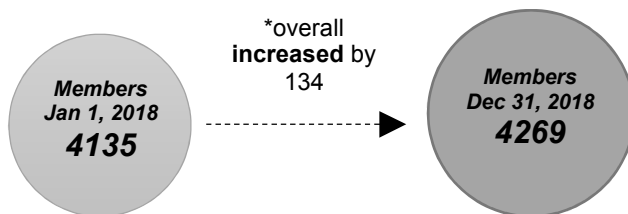


Licence Applications Rec'd – 285

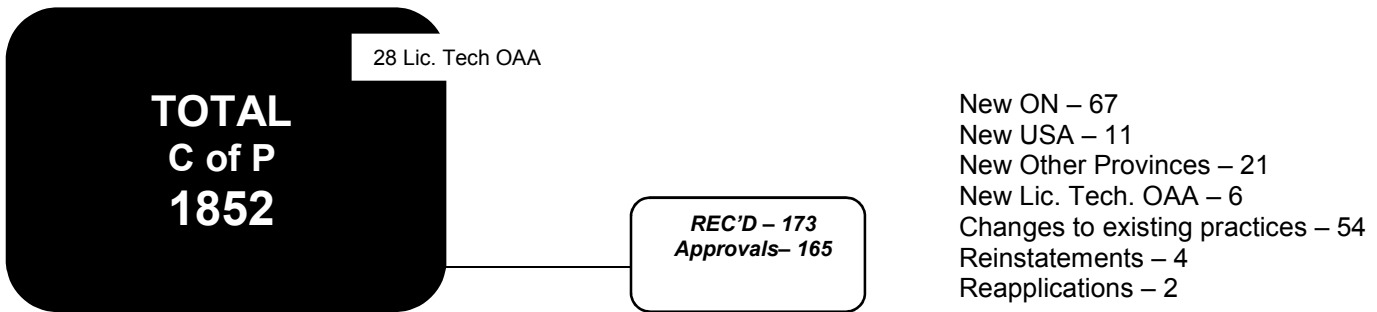
Total Licences Approved – 306

- First Time Applicants (FTA) – 188
 - FTA ITP – 48
- BEFA - 3
- Licensed Technologist OAA – 9
- Reciprocal – 59
- Mutual Recognition Agreement – 24
- Reapplications – 11
- Reinstatements – 5
- Non-Practising Architect – 7
- Exemption Request to Council - 0

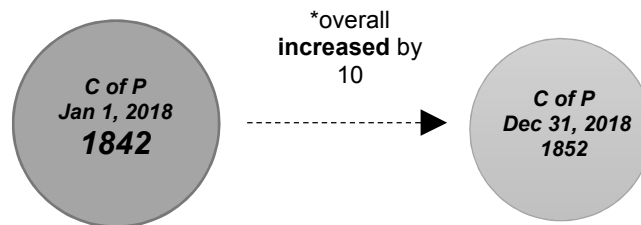
Membership Growth Summary



2. Certificate of Practice as of December 31, 2018



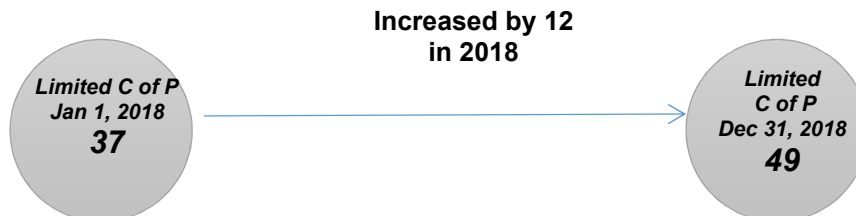
Certificate of Practice Growth Summary



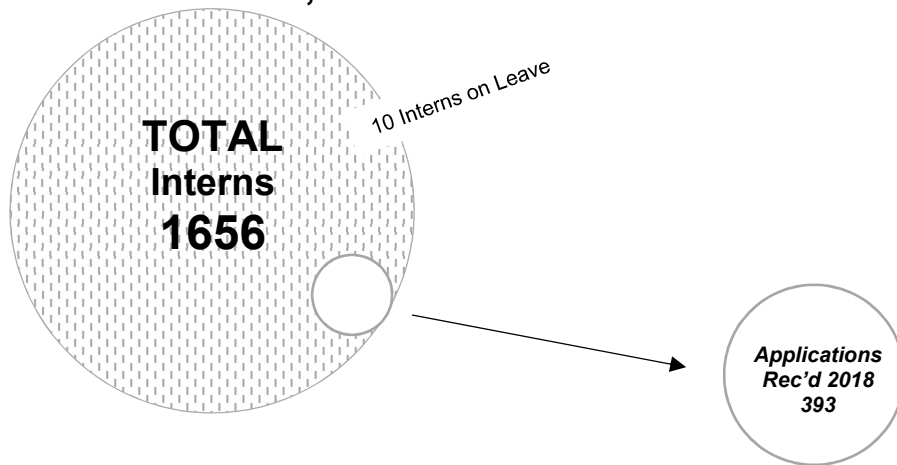
3. Temporary Licence Growth Summary



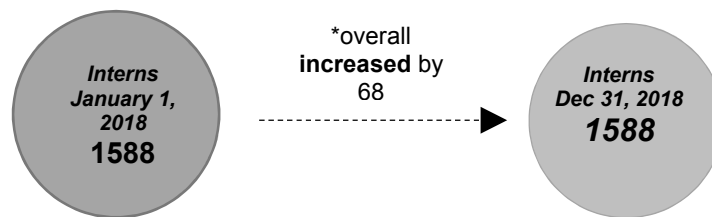
Limited Certificate of Practice Growth Summary



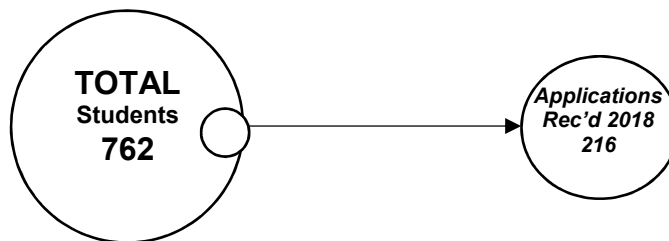
4. Interns as of December 31, 2018



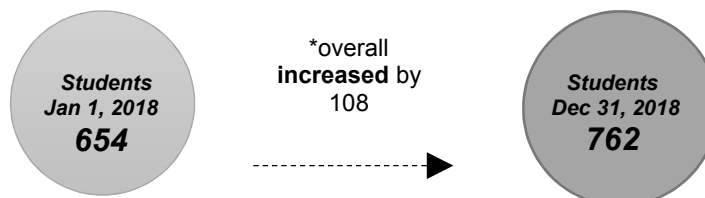
Intern Growth Summary



5. Students as of December 31, 2018

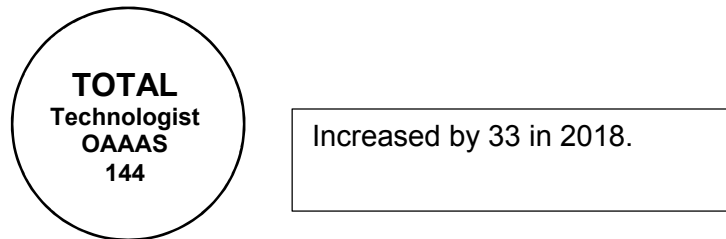


Student Growth Summary

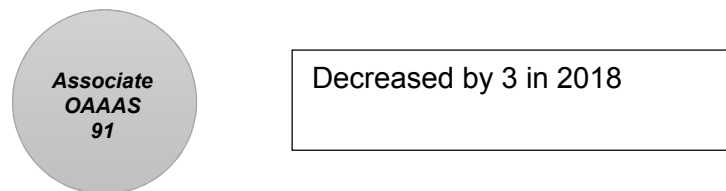


OAAAS

Technologist OAAAS



Associate OAAAS



Exemption Requests to Council

In 2018 there were 5 requests for information and assistance with process and/or applications for Exemption Requests to Council with 3 that proceeded.

Experience Requirements Committee (ERC)

The ERC held 7 meetings in 2018; the Committee interviewed a total of 9 applicants.

4 Applicants were referred for interview for foreign experience while not enrolled in the Intern Architect Program (IAP);

3 Applicants made an Exemption Request to Council; and,

2 Applicants were interviewed by Registrar's recommendation.

The Experience Requirements Committee recommended to the Registrar that 4 applicants be licensed and that 4 applicants meet additional requirements. An Exemption Request applicant from 2018 is going to Council in January 2019.

Public Interest Review Committee (PIRC)

The PIRC met once during the year. At its meeting PIRC reviewed 111 matters of non-compliance with Continuing Education. PIRC issued 58 Cautions, 27 Undertakings, and 1 matter was referred to the Registrar. 25 cases were forwarded to the Complaints Committee.

Complaints Committee

The Complaints Committee had 75 cases, 25 of which were related to non-compliance with the mandatory continuing education program:

- 9 Cases were referred to the Discipline Committee;
- 4 Cases were not referred to the Discipline Committee;
- 8 Letters of Caution and/or Undertakings were issued; and
- 54 Cases have been carried over to 2019.

Discipline Committee

The Discipline Committee held four Hearings. There are five matters in process. There is one appeal from a decision of the Discipline Committee to Divisional Court.

Registration Committee

The Registration Committee held one Hearing. The Registration Committee found the member eligible for registration upon completion of specific activities, which were promptly completed. The individual was registered.

Act Enforcement

86 matters were reported to the Registrar for investigation by members and the public related to misuse of the term “Architect” or “Architecture” or otherwise holding out:

- 17 letters from Legal Counsel were sent and the matters have been resolved;
- 12 letters from Legal Counsel were sent and the matters are ongoing;
- 14 letters from the Office of the Registrar were sent and the matters have been resolved;
- 18 investigations are ongoing; and
- 25 were investigated and found not to be in breach of the legislation.

Injunction

5 of the injunctions initiated by the OAA are were completed in 2018, and 1 investigation is ongoing.

Public Speaking

The Registrar and/or Deputy Registrar accompanied by either the Administrator Internship in Architecture Program (IAP), Administrative Assistant IAP, or the Associate Director OAAAS spoke to:

- The professionalism class of the Carleton University Azrieli School of Architecture and Urbanism who visited the OAA and met with David Fujiwara, Architect, at the 111 Moatfield building for a conversation about the OAA building and the OAA HQ Renew and Refresh Project;
- The professionalism class at the Daniels School of Architecture at the University of Toronto;
- The professionalism course at the Laurentian University McEwen School of Architecture;
- The Department of Architectural Science at Ryerson University;
- The professionalism class at the University of Waterloo School of Architecture;
- Each cohort of the IPLAN bridging program for internationally trained professionals in the field of architecture; and
- The Community Outreach and Workforce Development bridging program at the Humber Institute of Technology & Advanced Learning



Ontario Association of Architects

FOR COUNCIL MEETING
January 24, 2019
(open)
ITEM: 5.6.a

Memorandum

To: **Council**
John Stephenson
Mélisa Audet
J. William Birdsell
Walter Derhak
Jeremiah Gammond
Jeffrey Laberge
Wayne Medford
Sarah Murray
David Sin
Susan Speigel
Magid Youssef
Mazen Alkhaddam
Amir Azadeh
Barry Cline
Gordon Erskine
Kathleen Kurtin
Agata Mancini
Elaine Mintz
David C. Rich
Robert Sirman
Alberto Temprano

From: Walter Derhak, Vice President Practice
Chair, Practice Committee

Date: January 14, 2019

Subject: Practice Committee (PC) and Practice Advisory Services (PAS) Update

Objective: To Update Council on activities of the PC and PAS

Background:

Practice Committee

There has not been a meeting of the Practice Committee (PC) since the December meeting of Council, as such there is nothing further to report regarding Committee activities. As a reminder, the PC and the Project Administration Resource Committee (PARC) have now been combined, and the new Practice Resource Committee established. The Chair of PC, the Chair of PARC and PAS staff have prepared a consolidated meeting agenda for Practice Resource Committee's first meeting which will take place on February 13. The VP Practice will report accordingly on the Practice Resource Committee going forward.

Subcommittee on Building Code and Regulations (SCOBCAR)

The OAA's SCOBCAR, which also falls under the Portfolio of the VP Practice has been active over the last few months responding to public consultations regarding proposed changes to various Codes as follows:

Proposed Changes to the Ontario Fire Code relating to Hazardous Extraction Operations in All Buildings and Hazardous Cannabis Extraction Operations in Farm Buildings

In anticipation of cannabis legalization, the government held a public consultation on proposed changes to Ontario's Fire Code to ascertain if there was a need for new requirements relating to the cannabis industry. SCOBCAR met on November 5, 2018, to review the proposed changes

The Executive Committee reviewed SCOBCAR's responses and approved its submission to the Office of the Fire Marshal and Emergency Management (OFMEM) with a follow-up letter to recommend a holistic and bigger picture consideration for other industries using flammable products so that the same standards apply to them as well as to the cannabis industry. A copy of the letter is attached for Council's information.

**National Research Council's Public Consultation on
Proposed Changes to the National Building, Fire and Plumbing Codes**

The public consultation will inform the content of the 2020 national codes as well as the content of future changes to Ontario's Code (as provinces focus on how to increase harmonization of technical requirements across Canada).

The summary of Significant Proposed Changes – Fall 2018 is available at:
https://www.nrc-cnrc.gc.ca/eng/solutions/advisory/codes_centre/public_review/summary.html
if members of Council are interested in viewing those changes.

SCOBCAR held meetings on December 4, 7 and 12, 2018 to consider a total of 246 proposed changes. A copy of the Committee's responses is attached in spreadsheet format for Council's information.

The Executive Committee reviewed SCOBCAR's responses and approved its submission. A follow-up letter however is also being considered relative to the recommendation within the consultation documents for the creation of a new Group B, Division 4 occupancy, relative to Home-type Care Occupancies, and SCOBCAR is developing an approach for the letter.

Update on EABO

I will provide a verbal update to Council at the meeting.

Update on Requests for Proposals (RFPs) (Attached)

Action:

For information only.



Ontario Association of Architects

December 14, 2018

By email: Mary.Prencipe@ontario.ca

Ms Mary Prencipe,
Assistant Deputy Fire Marshal, Technical Services
Office of the Fire Marshal and Emergency Management
Technical Services Section
25 Morton Shulman Avenue, 2nd Floor
Toronto, ON M3M 0B1

**Proposal Number: 18-CSCS003
Public Consultation on Proposed Changes to the Fire Code Relating to Hazardous
Extraction Operations in All Buildings and to Hazardous Cannabis Extraction
Operations in Farm Buildings**

Dear Ms Prencipe,

Please accept this letter further to the recent response from the Ontario Association of Architects' (OAA) Subcommittee on Building Codes and Regulations (SCOBCAR) in regards to the above noted public consultation. While our Committee has responded directly to the proposed technical changes, the OAA would like to take this opportunity to offer some additional comments for consideration.

We appreciate the Fire Marshal's desire to respond quickly to the recent legalization of cannabis in order to ensure safe facilities and the protection of the public. Having considered the proposed changes however we would suggest that a more holistic approach should be taken, as opposed to changes being appended to deal specifically with cannabis extraction operation. It would seem appropriate that if the hazards of cannabis extraction are similar to those of other existing extraction operations or operations using flammable gasses changes or upgrades should apply to all such operations wherever they occur rather than to cannabis facilities alone. In a similar vein, if industrial and storage facilities need to be upgraded for cannabis, it again would seem appropriate that these upgrades be applied universally for those with the same hazard index.

Perhaps outside of the scope of this consultation, however it warrants mention that due to environmental control needs, and Health Canada's physical security requirements for cannabis extraction operations, it is the experience of some our members that it is more cost effective to demolish existing farm structures than it is to convert and upgrade them. This being the case, any required changes to the Building Code should be prioritized. In addition, consideration should be given to removing the exemption for farm buildings if they house such an industrial operation. This may involve reclassifying the occupancy type or adjusting the hazard index.

.../2

The OAA appreciates the opportunity to comment on the proposed changes to the Fire Code and commends the OFMEM for moving quickly to address this issue in order to keep the public as well as first responders safe.

Sincerely,

A handwritten signature in black ink, appearing to read "John K. Stephenson". The signature is fluid and cursive, with a large initial "J" and "S".

John K. Stephenson, Architect
OAA, FRAIC
President

	1. I support this proposed change as is. 2. I support this proposed change as is with comment(s). 3. I support this proposed change with modification(s). 4. I do not support this proposed change for the reason(s) stated below. 5. I have reviewed this proposed change and I have no opinion on it.			Each proposed change has to be submitted individually online. Numbers 1 to 5 in the column to the left are the designated wording when submitting comments online.
Change #	NATIONAL BUILDING CODE 2015 – PROPOSED CHANGES BY SUBJECT - (Proposed changes to 172 provisions) A hyperlinked number (e.g., Footnote 1) at the end of a proposed change link leads to a supporting document for that proposed change.	Rank	Status	Comments
	No subject assigned yet - (Proposed changes to 2 provisions)			
1	Div.B 3.7.2.1. Plumbing and Drainage Systems 1349 - Occupant Load Determination for Washrooms	1	I support this proposed change as is.	
2	Div.B 4.1.8.18. Elements of Structures, Non-structural Components and Equipment 1004 - Revisions to Requirements for Connections of Elements and Components to the Structure	5	I have reviewed this proposed change and I have no opinion on it.	
	Accessibility - (Proposed changes to 11 provisions)			
3	Div.B 3.3.1.7. Protection on Floor Areas with a Barrier-Free Path of Travel 1342 - Designation of People with Disabilities ^{Footnote 1}	1	I support this proposed change as is.	
4	Div.B 3.3.1.13. Doors and Door Hardware 1344 - Safe Accessible Doorway Width ^{Footnote 1}	3	I support this proposed change with modification(s).	Increase from 850 to 860 to harmonize with OBC.
5	Div.B 3.4.3.2. Exit Width 1344 - Safe Accessible Doorway Width ^{Footnote 1}	3	I support this proposed change with modification(s).	Clear exit width, increase 850 to 860 to harmonize with OBC.
6	Div.B 3.8.2.2. Entrances 1342 - Designation of People with Disabilities ^{Footnote 1}	1	I support this proposed change as is.	
7	Div.B 3.8.2.4. Access to Storeys Served by Escalators and Moving Walks 1342 - Designation of People with Disabilities ^{Footnote 1}	1	I support this proposed change as is.	
8	Div.B 3.8.2.8. Plumbing Facilities 1342 - Designation of People with Disabilities ^{Footnote 1}	1	I support this proposed change as is.	
9	Div.B 3.8.3.2. Barrier-Free Path of Travel 1342 - Designation of People with Disabilities ^{Footnote 1}	1	I support this proposed change as is.	
10	Div.B 3.8.3.6. Doorways and Doors 1344 - Safe Accessible Doorway Width ^{Footnote 1}	3	I support this proposed change with modification(s).	increase from 850 to 860 to harmonize with OBC
11	Div.B 3.8.3.6. Doorways and Doors 1342 - Designation of People with Disabilities ^{Footnote 1}	1		
12	Div.B 3.8.3.11. Water-Closet Stalls 1343 - Harmonization of Height of Door-Releasing and -Operating Hardware ^{Footnote 1}	1	I support this proposed change as is.	
13	Div.B 3.8.3.12. Universal Washrooms 1343 - Harmonization of Height of Door-Releasing and -Operating Hardware ^{Footnote 1}	1	I support this proposed change as is.	
	Air Leakage - (Proposed changes to 1 provision)			
14	Div.B 5.4. Air Leakage 1335 - Revisions to Air Leakage Requirements and Introduction of Performance Classes	1	I support this proposed change as is.	

	Building Envelope – General (Proposed changes to 6 provisions)			
15	Div.A 1.4.1.2. Defined Terms 1248 - Explanatory Note for Defined Term "Vapour Barrier"	1	I support this proposed change as is.	
16	Div.B 3.2.3.7. Construction of Exposing Building Face 1296 - Vinyl Siding	1	I support this proposed change as is.	
17	Div.B 9.25.1.1. Scope and Application 1249 - Difference Between a Vapour Barrier and an Air Barrier ^{Footnote 2}	1	I support this proposed change as is.	
18	Div.B 9.27. Cladding 1296 - Vinyl Siding	1	I support this proposed change as is.	
19	Div.B 9.27.9. Hardboard 1295 - Hardboard	1	I support this proposed change as is.	
20	Div.B 9.36.2.4. Calculation of Effective Thermal Resistance of Assemblies 1186 - Thermal Resistance of 9.5 mm Air Cavity	1	<u>I support this proposed change as is.</u>	
	Building Fire Safety (Proposed changes to 3 provisions)			
21	Div.A 2.2.1.1. Objectives 1372 - Clarification of OS1, Fire Safety Objective	1	I support this proposed change as is.	
22	Div.B 3.1.5.2. Minor Combustible Components 1356 - Minor Combustible Components in Noncombustible Construction	1	I support this proposed change as is.	
23	Div.B 3.1.5.4. Combustible Glazing and Skylights 1355 - Combustible Window Frames in Noncombustible Construction	4	I do not support this proposed change for the reason(s) stated to the right.	Do not support the removal of restrictions on spatial separation. An unintended consequence could be allowing combustible window wall or curtain wall. The low melting temperature of vinyl could result in complete failure of the unit early in the fire.
	Combustible Construction - (Proposed changes to 2 provisions)			
24	Div.B 3.1.4.8. Exterior Cladding 1210 - Street Access	1	I support this proposed change as is.	
25	Div.B 3.2.2.10. Streets 1210 - Street Access	1	I support this proposed change as is.	
	Earthquake Design - (Proposed changes to 25 provisions)			
26	Div.B 4.1.8.2. Notation 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
27	Div.B 4.1.8.4. Site Properties 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
28	Div.B 4.1.8.5. Importance Factor 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
29	Div.B 4.1.8.6. Structural Configuration 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
30	Div.B 4.1.8.6. Structural Configuration 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
31	Div.B 4.1.8.7. Methods of Analysis 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
32	Div.B 4.1.8.7. Methods of Analysis 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
33	Div.B 4.1.8.8. Direction of Loading 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
34	Div.B 4.1.8.8. Direction of Loading 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
35	Div.B 4.1.8.9. SFRS Force Reduction Factors, System Overstrength Factors, and General Restrictions 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	

36	Div.B 4.1.8.9. SFRS Force Reduction Factors, System Overstrength Factors, and General Restrictions 1200 - New Timber SFRS: Cross-Laminated Timber (CLT) Platform-Type Shear Walls	5	I have reviewed this proposed change and I have no opinion on it.	
37	Div.B 4.1.8.9. SFRS Force Reduction Factors, System Overstrength Factors, and General Restrictions 1201 - New Steel SFRS: Moderately Ductile Steel Truss Moment-Resisting Frames	5	I have reviewed this proposed change and I have no opinion on it.	
38	Div.B 4.1.8.9. SFRS Force Reduction Factors, System Overstrength Factors, and General Restrictions 1202 - New Steel SFRS: Moderately Ductile Steel Plate Walls	5	I have reviewed this proposed change and I have no opinion on it.	
39	Div.B 4.1.8.9. SFRS Force Reduction Factors, System Overstrength Factors, and General Restrictions 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
40	Div.B 4.1.8.10. Additional System Restrictions 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
41	Div.B 4.1.8.10. Additional System Restrictions 1200 - New Timber SFRS: Cross-Laminated Timber (CLT) Platform-Type Shear Walls	5	I have reviewed this proposed change and I have no opinion on it.	
42	Div.B 4.1.8.10. Additional System Restrictions 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
43	Div.B 4.1.8.11. Equivalent Static Force Procedure for Structures Satisfying the Conditions of Article 4.1.8.7. 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
44	Div.B 4.1.8.11. Equivalent Static Force Procedure for Structures Satisfying the Conditions of Article 4.1.8.7. 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
45	Div.B 4.1.8.15. Design Provisions 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
46	Div.B 4.1.8.15. Design Provisions 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
47	Div.B 4.1.8.16. Foundation Provisions 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
48	Div.B 4.1.8.16. Foundation Provisions 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
49	Div.B 4.1.8.18. Elements of Structures, Non-structural Components and Equipment 1163 - Removal of Fa and Fv from Subsection 4.1.8.	5	I have reviewed this proposed change and I have no opinion on it.	
50	Div.B 4.1.8.18. Elements of Structures, Non-structural Components and Equipment 1203 - Introduction of Seismic Categories	5	I have reviewed this proposed change and I have no opinion on it.	
	Earthquake Load and Effects - (Proposed changes to 8 provisions)			
51	Div.B 4.1.8.6. Structural Configuration 1160 - New Sloped Column Irregularity and Related Requirements	5	I have reviewed this proposed change and I have no opinion on it.	
52	Div.B 4.1.8.6. Structural Configuration 1161 - Revisions Related to Vertical Stiffness Irregularity (Type 1)	5	I have reviewed this proposed change and I have no opinion on it.	
53	Div.B 4.1.8.7. Methods of Analysis 1161 - Revisions Related to Vertical Stiffness Irregularity (Type 1)	5	I have reviewed this proposed change and I have no opinion on it.	
54	Div.B 4.1.8.10. Additional System Restrictions 1160 - New Sloped Column Irregularity and Related Requirements	5	I have reviewed this proposed change and I have no opinion on it.	
55	Div.B 4.1.8.10. Additional System Restrictions 1161 - Revisions Related to Vertical Stiffness Irregularity (Type 1)	5	I have reviewed this proposed change and I have no opinion on it.	
56	Div.B 4.1.8.10. Additional System Restrictions 1162 - New System Restrictions for High Importance Category Buildings	5	I have reviewed this proposed change and I have no opinion on it.	
57	Div.B 4.1.8.10. Additional System Restrictions 1205 - Revision to Requirement for Structures with Large Gravity-Induced Lateral Demand	5	I have reviewed this proposed change and I have no opinion on it.	
58	Div.B 4.1.8.18. Elements of Structures, Non-structural Components and Equipment 1006 - Revisions to Requirements for Connections of Solar Arrays to the Structure	5	I have reviewed this proposed change and I have no opinion on it.	

	Encapsulated Mass Timber Construction – (Proposed changes to 9 provisions)			
59	Div.B 3.1. General 1024 - New Subsection for Encapsulated Mass Timber Construction Footnote 3	1	I support this proposed change as is.	
60	Div.B 3.1.3.1. Separation of Major Occupancies 1033 - Separation of Major Occupancies Footnote 3	1	I support this proposed change as is.	
61	Div.B 3.1.11.3. Fire Blocks between Nailing and Supporting Elements 1036 - Fire Blocks Footnote 3	1	I support this proposed change as is.	
62	Div.B 3.1.11.5. Fire Blocks in Horizontal Concealed Spaces 1036 - Fire Blocks Footnote 3	1	I support this proposed change as is.	
63	Div.B 3.1.11.7. Fire Block Materials 1036 - Fire Blocks Footnote 3	1	I support this proposed change as is.	
64	Div.B 3.2.3.7. Construction of Exposing Building Face 1322 - Exterior Wall Assemblies in Encapsulated Mass Timber Construction Footnote 3	1	I support this proposed change as is.	
65	Div.B 3.2.5.12. Automatic Sprinkler Systems 1294 - Protection of Exterior Balconies Footnote 3	1	I support this proposed change as is.	
66	Appendix D 1211 - Exterior Wall Assemblies for Encapsulated Mass Timber Construction Footnote 3	1	I support this proposed change as is.	
67	Div.C 2.2.3.1. Information Required for Fire Protection Components 1198 - Administrative Provision for Buildings of EMTC Footnote 3	1	I support this proposed change as is.	
	Energy Efficiency for Houses - (Proposed changes to 2 provisions)			
68	Div.B 9.36.2.5. Continuity of Insulation 1292 - Continuity of Insulation	4	I do not support this proposed change for the reason(s) stated to the right.	For current insulation requirements putting pipes or vents in exterior walls remains bad design. Getting free of the situation by using the whole building trade-off path does not address the problem being created. The assumption that all other potentially difficult requirements are being maintained is unfounded and does not address the issue. The assumption that other code requirements for freezing, etc., are met is unrealistic in practice. For plumbing (vent/drain/waste) and sprinkler components, the full thickness of insulation should be outboard of the stud cavity.
69	Div.B 9.36.2.11. Trade-off Options for Above-ground Building Envelope Components and Assemblies 1293 - Use of RSI Value for the Trade-off of Above-Ground Components	4	I do not support this proposed change for the reason(s) stated to the right.	Disagree with rationale, do not think it will simplify enforcement. ER was developed to create a standard means of comparing windows by those who do not regularly calculate performance values such as homeowners. The ER translation is only available when the ER number is available. The ER number is useful to homeowners doing retrofits where permits may or may not be obtained. For new construction the U-value is most likely to be used. We don't see the benefit in removing a currently functional calculation method regardless of potential difference between the ER formula and the inverse of the U-value. Variations in window size and proportion from the model tested are likely to be more significant than the differences between the two methods.
	Environmental Separation Table 5.9.1.1 – (Proposed changes to 10 provisions)			
70	Div.B 5.9.1.1. Compliance with Applicable Standards 1259 - Deletion of CAN/CGSB-12.10-M from Table 5.9.1.1.	1	I support this proposed change as is.	
71	Div.B 5.9.1.1. Compliance with Applicable Standards 1260 - Deletion of CAN/CGSB-12.11-M from Table 5.9.1.1.	1	I support this proposed change as is.	
72	Div.B 5.9.1.1. Compliance with Applicable Standards 1261 - Deletion of ASTM C 1299 from Note A-Table 5.9.1.1.	1	I support this proposed change as is.	
73	Div.B 5.9.1.1. Compliance with Applicable Standards 1262 - Addition of CAN/ULC-S717.1 to Table 5.9.1.1.	1	I support this proposed change as is.	

74	Div.B 5.9.1.1. Compliance with Applicable Standards 1263 - Deletion of CAN/CGSB-93.3-M and CAN/CGSB-93.4 from Table 5.9.1.1.	1	I support this proposed change as is.	
75	Div.B 5.9.1.1. Compliance with Applicable Standards 1265 - Replacement of CGSB 37-GP-56M by CSA A123.23 in Table 5.9.1.1.	1	I support this proposed change as is.	
76	Div.B 5.9.1.1. Compliance with Applicable Standards 1266 - Replacement of CAN3-A123.51-M and CAN3-A123.52-M by CSA A123.51 in Table 5.9.1.1.	1	I support this proposed change as is.	
77	Div.B 5.9.1.1. Compliance with Applicable Standards 1332 - Replacement of Outdated Standards Relating to Siding Materials in Table 5.9.1.1. and Addition of New Ones	1	I support this proposed change as is.	
78	Div.B 5.9.1.1. Compliance with Applicable Standards 1333 - Replacement of CAN/CGSB-11.5-M by ANSI A135.6 in Table 5.9.1.1.	1	I support this proposed change as is.	
79	Div.B 5.9.1.1. Compliance with Applicable Standards 1334 - Addition of CAN/CGSB-12.9-M to Table 5.9.1.1.	2	I support this proposed change as is with comment(s).	Relying on a standard that has been withdrawn for an assembly that typically cannot meet the requirements demanded of it is not really progress. While having something to refer to may make some administrative situations easier to navigate, there is nothing beneficial in terms of building performance in referencing this standard.
Fire Alarm and Detection Systems – (Proposed changes to 8 provisions)				
80	Div.B 3.2.4.1. Determination of Requirement for a Fire Alarm System 1345 - Exemption of Fire Alarm Systems in Small Residential Buildings	4	I do not support this proposed change for the reason(s) stated to the right.	The proposal does not take into account the potential increase in occupant load with the change from dwelling unit to suite. 3.2.4.1.(5)(a) We question the wisdom of allowing a common means of egress facility for this building type without a fire alarm system where a fire in one suite might block access to exit without giving sufficient warning time to the other suites. The change from dwelling unit to suite does not address the situation where a dwelling unit is under the control of a group such as the CAS
81	Div.B 3.2.4.9. Electrical Supervision 1298 - Monitoring of Heat-Tracing Cables	1	I support this proposed change as is.	
82	Div.B 3.2.4.18. Audibility of Alarm Systems 1297 - Clarification of the Reference to "Separate Signal Circuits" in Sentence 3.2.4.18.(11)	1	I support this proposed change as is.	
83	Div.B 3.2.4.18. Audibility of Alarm Systems 999 - Fire Alarm Signals for People who are Deaf or Hard of Hearing in Sleeping Areas	2	I support this proposed change as is with comment(s).	We feel that this is a positive step toward universal design safety
84	Div.B 3.2.4.19. Visual Signals 999 - Fire Alarm Signals for People who are Deaf or Hard of Hearing in Sleeping Areas	2	I support this proposed change as is with comment(s).	We feel that this is a positive step toward universal design safety
85	Div.B 3.2.4.20. Smoke Alarms 1328 - Visible Signal for Smoke Alarms in Hotel and Motel Rooms	2	I support this proposed change as is with comment(s).	We feel that this is a positive step toward universal design safety
86	Div.B 3.2.4.20. Smoke Alarms 1324 - Interconnection of Smoke Alarms	1	I support this proposed change as is.	
87	Div.B 9.10.19.5. Interconnection of Smoke Alarms 1324 - Interconnection of Smoke Alarms	1	I support this proposed change as is.	
Fire Resistance and Sound Transmission Tables – (Proposed changes to 4 provisions)				
88	Div.B 9.10.3.1. Fire-Resistance and Fire-Protection Ratings 1275 - Clarification of Sound Transmission Requirements Found in Table 9.10.3.1.-B, Fire and Sound Resistance of Floors, Ceilings and Roofs	1	I support this proposed change as is.	
89	Div.B 9.10.3.1. Fire-Resistance and Fire-Protection Ratings 1276 - Clarification of Sound Transmission Requirements Found in Table 9.10.3.1.-A, Fire and Sound Resistance of Walls	1	I support this proposed change as is.	

	Importance Categories - (Proposed changes to 1 provision)			
97	Div.C 2.2.4.3. Information Required on Structural Drawings 1188 - Information Required on Structural Drawings	1	I support this proposed change as is.	
	Large Farm Buildings - (Proposed changes to 1 provision)			
98	Div.A 1.4.1.2. Defined Terms 1015 - New Definitions for Farm Buildings	1	I support this proposed change as is.	
	Legionella - (Proposed changes to 6 provisions)			
99	Div.B 6.2.1.1. Good Engineering Practice 1270 - Revisions Relating to Good Engineering Practice for HVAC Systems Footnote 5 Footnote 6	1	I support this proposed change as is.	
100	Div.B 6.3.1.6. Indoor Air Contaminants 1269 - Revisions Related to the Control of Indoor Air Contaminants Footnote 5 Footnote 6	1	I support this proposed change as is.	
101	Div.B 6.3.2.2. Drain Pans 1267 - Revisions to Requirements for Drain Pans for HVAC Systems Footnote 5 Footnote 6	1	I support this proposed change as is.	
102	Div.B 6.3.2.9. Supply, Return, Intake and Exhaust Air Openings 1268 - Revision to Terminology for Evaporative Heat Rejection Systems Footnote 5 Footnote 6	1	I support this proposed change as is.	
103	Div.B 6.3.2.15. Evaporative Cooling Towers, Evaporative Fluid Coolers and Evaporative Condensers 1271 - Revisions to Requirements for Evaporative Heat Rejection Systems Footnote 5 Footnote 6	1	I support this proposed change as is.	
104	Div.B 6.3.2.16. Evaporative Air Coolers, Misters, Atomizers, Air Washers and Humidifiers 1272 - Revisions to Requirements for Evaporative Air Coolers, Misters, Atomizers, Air Washers and Humidifiers Footnote 5 Footnote 6	1	I support this proposed change as is.	
	Live Load Due to Use and Occupancy – (Proposed changes to 3 provisions)			
105	Div.B 4.1.5.5. Loads on Exterior Areas 181 - Loads for Roof Parking Decks and Exterior Areas Accessible to Vehicular Traffic	4	I do not support this proposed change for the reason(s) stated to the right.	Concern for determination of a roof parking deck that is regularly cleared of snow, vs. one that isn't. What does regularly cleared of snow mean. It is an inadequate criteria. Change of use or maintenance practice is uncontrolled. Does not deal with stockpiling of snow in one area of the roof. High risk for operational changes. Compliance with OBC is conditional on a maintenance agreement the changes over time and is not enforceable.
106	Div.B 4.1.5.8. Variation with Tributary Area 1189 - Variation with Tributary Area	5	I have reviewed this proposed change and I have no opinion on it.	
107	Div.B 4.1.5.14. Loads on Guards and Handrails 950 - Loads on Handrails	1	I support this proposed change as is.	
	Loads Not Listed - (Proposed changes to 1 provision)			
108	Div.B 4.1.2.2. Loads Not Listed 1120 - Loads Not Listed	1	I support this proposed change as is.	
	Other - (Proposed changes to 9 provisions)			
109	Div.B 3.2.5.12. Automatic Sprinkler Systems 539 - Closely Spaced Sprinklers and Associated Draft Stops around Floor Openings	4	I do not support this proposed change for the reason(s) stated to the right.	We question the wisdom of allowing openings within interconnected floor spaces that do not have closely spaced sprinklers and draft stops and that do not need to be tested in accordance with NFPA 13. The change doesn't appear to clarify, rather it creates confusion over the exemption compared to current practice.

110	Div.B 3.2.8.2. Exceptions to Special Protection 539 - Closely Spaced Sprinklers and Associated Draft Stops around Floor Openings	4	I do not support this proposed change for the reason(s) stated to the right.	We question the wisdom of allowing openings within interconnected floor spaces that do not have closely spaced sprinklers and draft stops and that do not need to be tested in accordance with NFPA 13.
111	Div.B 3.2.8.3. Sprinklers 539 - Closely Spaced Sprinklers and Associated Draft Stops around Floor Openings	4	I do not support this proposed change for the reason(s) stated to the right.	We question the wisdom of allowing openings within interconnected floor spaces that do not have closely spaced sprinklers and draft stops and that do not need to be tested in accordance with NFPA 13.
112	Div.B 3.2.8.6. Draft Stops 539 - Closely Spaced Sprinklers and Associated Draft Stops around Floor Openings	4	I do not support this proposed change for the reason(s) stated to the right.	We question the wisdom of allowing openings within interconnected floor spaces that do not have closely spaced sprinklers and draft stops and that do not need to be tested in accordance with NFPA 13.
113	Div.B 3.3.1.18. Guards 1341 - Raised Surfaces Protected by Guards ^{Footnote 7}	3	I support this proposed change with modification(s).	Include diagrams from footnote 7 in a note.
114	Div.B 3.4.6.6. Guards 1341 - Raised Surfaces Protected by Guards ^{Footnote 7}	3	I support this proposed change with modification(s).	Include diagrams from footnote 7 in a note.
115	Div.B 3.4.6.11. Doors 1339 - Concealment of Doors in Care Facilities	1	I support this proposed change as is.	
116	Div.B 3.7.2. Plumbing Facilities 1338 - Plumbing Facilities in Manufactured Homes	1	I support this proposed change as is.	
117	Div.B 9.26.2.1. Material Standards 1302 - Asphalt-Coated Glass Base Sheets	1	I support this proposed change as is.	
Penetrations - (Proposed changes to 6 provisions)				
118	Div.B 3.1.8.1. General Requirements 1359 - Continuity of Fire Separation	1	I support this proposed change as is.	
119	Div.B 3.1.8.3. Continuity of Fire Separations 1359 - Continuity of Fire Separation	1	I support this proposed change as is.	
120	Div.B 3.1.8.4. Determination of Ratings and Classifications 1361 - Required Rating for Firestop Systems	1	I support this proposed change as is.	
121	Div.B 3.1.9.1. Fire Stops 1361 - Required Rating for Firestop Systems	1	I support this proposed change as is.	
122	Div.B 3.1.9.1. Fire Stops 1363 - Cast-in-Place Penetrations	1	I support this proposed change as is.	
123	Div.B 3.1.9.5. Combustible Piping Penetrations 1365 - Combustible Piping Transitions	1	I support this proposed change as is.	
Precipitation Protection - (Proposed changes to 2 provisions)				
124	Div.B 5.6.2.1. Sealing and Drainage 1264 - Update to Note A-5.6.2.1.	1	I support this proposed change as is.	
125	Div.B 9.27.2.2. Minimum Protection from Precipitation Ingress 1245 - 9.5 mm Drained and Vented Air Space Capillary Break	1	I support this proposed change as is.	

	Racking Storage Systems - (Proposed changes to 2 provisions)			
126	Div.B 4.1.8.18. Elements of Structures, Non-structural Components and Equipment 1195 - Design of Storage Racks	1	I support this proposed change as is.	
127	Div.B 4.4. Design Requirements for Special Structures 1195 - Design of Storage Racks	1	I support this proposed change as is.	
	Referenced Documents - (Proposed changes to 1 provision)			
128	Div.B 9.6.1.2. Material Standards for Glass 1301 - Spandrel Glass Material Standard	1	I support this proposed change as is.	
	Residential Sprinklers - (Proposed changes to 1 provision)			
129	Div.B 3.2.5.12. Automatic Sprinkler Systems 1284 - Application of NFPA 13D to Row Houses	2	I support this proposed change as is with comment(s).	13D is the least comprehensive of the Sprinkler Requirements and does not consider the complexity of stacked, back-to-back townhouses, and allowances for future changes in one residence being renovated affecting the others. Interior renovations are often completed by untrained individuals that could compromise the overall system without the knowledge of other Owners.
	Resistance to Deterioration - (Proposed changes to 1 provision)			
130	Div.B 5.1.4.2. Resistance to Deterioration 1330 - Update to Note A-5.1.4.2.	1	I support this proposed change as is.	
	Roofing, Dampproofing and Waterproofing Standards - (Proposed changes to 2 provisions)			
131	Div.B 9.26.1.3. Alternative Installation Methods 1291 - Asphalt Shingles	2	I support this proposed change as is with comment(s).	This change appears to combine traditional low-slope asphalt shingles with regular asphalt shingles to eliminate the difference. Traditionally, a heavier weight shingle was required for low-sloped roofs. Is there sufficient research to support this change?
132	Div.B 9.26.2.1. Material Standards 1305 - Reference to CSA A123.23 in Part 9	1	I support this proposed change as is.	
	Security Systems that Affect Egress – (Proposed changes to 1 provision)			
133	Div.B 9.9.6.7. Door Latching, Locking and Opening Mechanisms 1310 - Minimum Height of Door Release Hardware	1	I support this proposed change as is.	
	Serviceability - (Proposed changes to 2 provisions)			
134	Div.B 4.1.3.4. Serviceability 1190 - Serviceability	1	I support this proposed change as is.	
135	Div.B 4.1.3.6. Vibration 1191 - Fatigue and Vibration	1	I support this proposed change as is.	
	Snow Loads - (Proposed changes to 4 provisions)			
136	Div.B 4.1.6.1. Specified Load Due to Rain or to Snow and Associated Rain 974 - Specified Load due to Rain or Snow	1	I support this proposed change as is.	
137	Div.B 4.1.6.2. Specified Snow Load 1121 - Basic Snow Load for Roofs with a Mean Height Lower than 2 m	5	I have reviewed this proposed change and I have no opinion on it.	
138	Div.B 4.1.6.8. Snow Drift at Corners 1171 - Loads at Intersecting Drifts at Inside Corners	1	I support this proposed change as is.	
139	Div.B 9.4.2.2. Specified Snow Loads 1290 - Snow Drift Loads on Multi-level Roofs (Part 9)	5	I have reviewed this proposed change and I have no opinion on it.	

	Soft Conversion - (Proposed changes to 6 provisions)			
140	Div.B 3.1.5.3. Combustible Roofing Materials 1307 - Soft Conversion - Combustible Roofing Materials	1	I support this proposed change as is.	
141	Div.B 9.4.1.1. General 1236 - Introduction of an Administrative Provision and an Explanatory Note Related to Soft Conversion	1	I support this proposed change as is.	
142	Div.B 9.4.2.1. Application 1236 - Introduction of an Administrative Provision and an Explanatory Note Related to Soft Conversion	1	I support this proposed change as is.	
143	Div.B 9.23.1.1. Limitations 1236 - Introduction of an Administrative Provision and an Explanatory Note Related to Soft Conversion	1	I support this proposed change as is.	
144	Div.B 9.23.10.1. Stud Size and Spacing 1236 - Introduction of an Administrative Provision and an Explanatory Note Related to Soft Conversion	1	I support this proposed change as is.	
145	Div.C 2.2.7. Review of Work 1236 - Introduction of an Administrative Provision and an Explanatory Note Related to Soft Conversion	1	I support this proposed change as is.	
	Solar Collectors - (Proposed changes to 1 provision)			
146	Div.B 4.1.7. Wind Load 1143 - Roof-Mounted Solar Panels	5	I have reviewed this proposed change and I have no opinion on it.	
	Sound Transmission - (Proposed changes to 1 provision)			
147	Div.B 9.11. Sound Transmission 1274 - Sound Transmission: Additional Reference to Guidance Documents	1	I support this proposed change as is.	
	Spatial Separation of Houses – (Proposed changes to 4 provisions)			
148	Div.B 3.2.3.6. Combustible Projections 1309 - Use and Meaning of the Terms "Public Way" (Defined) and "Public Thoroughfare" (Undefined)	1	I support this proposed change as is.	
149	Div.B 9.10.14.5. Construction of Exposing Building Face and Walls above Exposing Building Face 1289 - Use and Meaning of the Terms "Public Way" (Defined) and "Public Thoroughfare" (Undefined)	1	I support this proposed change as is.	
150	Div.B 9.10.15.4. Glazed Openings in Exposing Building Face 1239 - Application of 9.10.15. to Wired Glass and Glass Blocks	1	I support this proposed change as is.	
151	Div.B 9.10.15.5. Construction of Exposing Building Face of Houses 1308 - Use and Meaning of the Terms "Public Way" (Defined) and "Public Thoroughfare" (Undefined)	1	I support this proposed change as is.	
	Special Structures - (Proposed changes to 1 provision)			
152	Div.B 4.4.1. Air-Supported Structures 1182 - Design Requirements for Air-, Cable- and Frame-Supported Membrane Structures	1	I support this proposed change as is.	

	Stairs, Ramps, Handrails and Guards – (Proposed changes to 6 provisions)			
153	Div.A 1.4.1.2. Defined Terms 1063 - Definition of Ramp	1	I support this proposed change as is.	
154	Div.B 3.3.4.8. Protection of Openable Windows 1327 - Protection of Openable Windows	1	I support this proposed change as is.	
155	Div.B 3.4.6.5. Handrails 1357 - Dimension of Handrails	1	I support this proposed change as is.	
156	Div.B 3.8.3.5. Ramps 1063 - Definition of Ramp	1	I support this proposed change as is.	
157	Div.B 9.8.8.1. Required Guards 1238 - Protection of Windows in Part 9 Residential Buildings	1	I support this proposed change as is.	
158	Div.B 9.8.8.3. Height of Guards 1235 - Height of Guards in Part 9 Public Buildings	1	I support this proposed change as is.	
	Structural Design (Part 9) - (Proposed changes to 5 provisions)			
159	Div.B 9.4.2.1. Application 1280 - Specific Weight of Snow	1	I support this proposed change as is.	
160	Div.B 9.4.2.2. Specified Snow Loads 1280 - Specific Weight of Snow	1	I support this proposed change as is.	
161	Div.B 9.23.3.4. Nailing of Framing 1303 - Exemption of Projections from Braced Wall Requirements	1	I support this proposed change as is.	
162	Div.B 9.23.13.5. Braced Wall Panels in Braced Wall Bands 1303 - Exemption of Projections from Braced Wall Requirements	1	I support this proposed change as is.	
163	Div.B 9.23.14.8. Ridge Support 1281 - Rafter-to-Joint Nailing (Unsupported Ridge)	3	I support this proposed change with modification(s).	Consistent with previous requirements to use hard conversions, deal with hard/soft conversion issue. Harmonize conversions throughout.
	Ventilation (Part 9) - (Proposed changes to 1 provision)			
164	Div.B 9.32.1.3. Venting of Laundry-Drying Equipment 1306 - Laundry-Drying Equipment	4	I do not support this proposed change for the reason(s) stated to the right.	Based on experience, the effectiveness of the lint filters provided by manufacturers on dryers is questionable. It is easier to maintain a secondary filter than clean the inside of a duct system. For home care occupancies, the secondary filter serves a life safety function. There is no corresponding change to the NFC.
	Wind Loads - (Proposed changes to 6 provisions)			
165	Div.B 4.1.7. Wind Load 1122 - Attached Canopies on Low Buildings	5	I have reviewed this proposed change and I have no opinion on it.	The illustration provided is misleading in the type of building it illustrates.
166	Div.B 4.1.7.2. Classification of Buildings 1192 - Definition of "Very Dynamically Sensitive Building"	2	I support this proposed change as is with comment(s).	The illustration provided is misleading in the type of building it illustrates.
167	Div.B 4.1.7.5. External Pressure Coefficients 1179 - Wind Loads on Balcony Guards and Roof Parapets	5	I have reviewed this proposed change and I have no opinion on it.	The illustration provided is misleading in the type of building it illustrates.
168	Div.B 4.1.7.6. External Pressure Coefficients for Low Buildings 1175 - Wind Loads on Balcony Guards and Roof Parapets in Low Buildings	2	I support this proposed change as is with comment(s).	The illustration provided is misleading in the type of building it illustrates.
169	Div.B 4.1.7.7. Internal Pressure Coefficient 1177 - Wind Loads on Balcony Guards and Roof Parapets: Internal Pressure Coefficients for Parapets	5	I have reviewed this proposed change and I have no opinion on it.	The illustration provided is misleading in the type of building it illustrates.
170	Div.B 4.1.7.9. Full and Partial Wind Loading 1150 - Full and Partial Wind Loading	5	I have reviewed this proposed change and I have no opinion on it.	The illustration provided is misleading in the type of building it illustrates.
	Windows, Doors and Skylights – (Proposed changes to 2 provisions)			
171	Div.B 5.9.2.3. Structural and Environmental Loads, Air Leakage and Water Penetration 1348 - Revision of Note A-5.9.2.3.(1) to Reflect Update to CAN/CSA-A440.4	1	I support this proposed change as is.	
172	Div.B 9.7.6.1. Installation of Windows, Doors and Skylights 1246 - Installation of Windows, Doors and Skylights	3	I support this proposed change with modification(s).	Clarification of change o 9.7.6.1.(1) is provided and clear; justification of change to 9.7.6.1.(3) is unclear. Is 9.7.6.1.(3) even required since continuity of air barrier is a code requirement? There should be an Appendix note dealing with the issue of connecting the various systems and components. Describe how a seal is obtained.

	1. I support this proposed change as is. 2. I support this proposed change as is with comment(s). 3. I support this proposed change with modification(s). 4. I do not support this proposed change for the reason(s) stated below. 5. I have reviewed this proposed change and I have no opinion on it.			Each proposed change has to be submitted individually online. Numbers 1 to 5 in the column to the left are the designated wording when submitting comments online.
Change #	NATIONAL FIRE CODE 2015 PROPOSED CHANGES BY SUBJECT (Proposed changes to 34 provisions) https://www.nrc-cnrc.gc.ca/eng/solutions/advisory/codes_centre/public_review/2018/nfc_subject.html st of Supporting Documents	Rank	Status	Comments
	Building Fire Safety - (Proposed changes to 1 provision)			
173	Div.A 2.2.1.1. Objectives 1372 - Clarification of OS1, Fire Safety Objective	4	I do not support this proposed change for the reason(s) stated to the right.	First responders are already included in the definition of "Persons". There is no justification presented for singling out one group over another. There is no definition of who would be considered a first responder. In addition to police, fire and EMS, would it extend to utility workers who arrive to shut off power or gas or to others? An unacceptable level of risk is different for a trained first responder, it is a higher risk level than what would be unacceptable for the general public or occupants.
	Fire Safety Plan - (Proposed changes to 15 provisions)			
174	Div.B 2.1.1.1. Application 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	3	I support this proposed change with modification(s).	Clarify that a construction/demolition fire safety plan is distinct from an operational plan. Clarify/assign responsibility by adding "by the Constructor (as defined in OHSA) on behalf of the Owner " [2.8.2.13.] ---Construction and Demolition Sites [1] --)Except as required in Sentence (2), prior to the commencement of construction, alteration or demolition operations, a fire safety plan shall be prepared by the Constructor (as defined in OHSA) on behalf of the Owner for the site that includes ... Clarify/require that the fire safety plan be approved by the local fire chief or fire marshall and provide a time frame within which the plan will be reviewed before construction starts. Clarify the difference between the fire safety plan and the fire emergency procedures (2.8.2.16). Define what the fire emergency procedures consist of.
175	Div.B 2.8. Emergency Planning 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
176	Div.B 2.8.1.1. Application 1243 - Fire Safety Plan in Day-Surgery Facilities	3	I support this proposed change with modification(s).	Clarify who has control (the fire department or the doctor) when a surgical procedure is interrupted by a fire emergency.
177	Div.B 2.8.1.1. Application 781 - Fire Emergency Procedures in an Assembly Occupancy	1	I support this proposed change as is.	
178	Div.B 3.1.2.7. Fire Safety Plan 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
179	Div.B 3.2.2.5. Fire Safety Plan 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
180	Div.B 3.2.7.14. Placards 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	

181	Div.B 3.3.2.9. Fire Safety Plan 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
182	Div.B 4.1.5.5. Emergency Planning 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
183	Div.B 4.1.6.1. Spill Control 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
184	Div.B 4.3.14.5. Placards 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
185	Div.B 5.1.5.1. Fire Safety Plan 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
186	Div.B 5.2.3.7. Fire Safety Plan 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
187	Div.B 5.5.3.1. Emergency Planning 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
188	Div.B 5.6.1.3. Fire Safety Plan 1146 - Consolidation of Fire Safety Plan Requirements in the NFC	1	I support this proposed change as is.	
Home-Type Care Occupancies - (Proposed changes to 10 provisions)				
189	Div.A 1.4.1.2. Defined Terms 1315 - Introduction of a New Major Occupancy, "Home-Type Care Occupancy" Footnote 1	2	I support this proposed change as is with comment(s).	Building codes require professional design for restaurants and daycares. It is inconsistent to not require professional design for a facility housing the most vulnerable people in a home type care occupancy. We have no objection to home type care occupancies as long as they are classified as Part 3 buildings in the NBC.
190	Div.B 2.1.2.2. Hazardous Activities 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
191	Div.B 2.1.3.3. Smoke Alarms 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
192	Div.B 2.3.2.3. Textiles in Group B Occupancies 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
193	Div.B 2.4.3.1. Open Flames in Processions 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
194	Div.B 2.4.3.2. Flaming Meals and Drinks 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
195	Div.B 2.8.1.1. Application 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
196	Div.B 2.8.2.2. Care, Treatment and Detention Occupancies 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
197	Div.B 4.2.6.1. Application 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	
198	Div.B 4.2.10.3. Maximum Quantity per Fire Compartment 1323 - Fire Safety Plan and Supervisory Staff for Home-type Care Occupancies Footnote 1	1	I support this proposed change as is.	

	Large Farm Buildings - (Proposed changes to 1 provision)			
199	Div.A 1.4.1.2. Defined Terms 1074 - New Definitions for Farm Buildings	1	I support this proposed change as is.	
	Other - (Proposed changes to 2 provisions)			
200	Div.B 2.7.1.6. Maintenance 1340 - Concealment of Doors in Care Facilities	1	I support this proposed change as is.	
201	Div.B 5.6.1.2. Protection of Adjacent Buildings 928 - Protection of Adjacent Buildings	1	I support this proposed change as is.	
	Soft Conversion - (Proposed changes to 3 provisions)			
202	Div.B 2.4.2.2. Signs 1240 - Revision of Stroke Width Requirement for Signs Prohibiting Smoking	1	I support this proposed change as is.	
203	Div.B 4.8.4.2. Pipe Supports 1241 - Revision of Minimum Dimension for Wood Piping Supports	1	I support this proposed change as is.	
204	Div.B 4.8.7.3. Hose Connections 1242 - Revision of Maximum Size for Cam-Locking Hose Connections	1	I support this proposed change as is.	
	Storage Tanks - (Proposed changes to 2 provisions)			
205	Div.B 4.1.1.1. Application 1354 - Clarification of the Application of CSA B139	1	I support this proposed change as is.	
206	Div.B 4.3.1.10. Reuse 947 - Repair, Refurbishing and Relocation of Storage Tanks	1	I support this proposed change as is.	
	Supporting Documents - Footnote 1 Home-Type Care Occupancies (PDF 199 KB)			

	1. I support this proposed change as is. 2. I support this proposed change as is with comment(s). 3. I support this proposed change with modification(s). 4. I do not support this proposed change for the reason(s) stated below. 5. I have reviewed this proposed change and I have no opinion on it.			Each proposed change has to be submitted individually online. Numbers 1 to 5 in the column to the left are the designated wording when submitting comments online.
	NATIONAL PLUMBING CODE 2015 (Proposed changes to 40 provisions) https://www.nrc-cnrc.gc.ca/eng/solutions/advisory/codes_centre/public_review/2018/npc_subject.html			
	Building Fire Safety - (Proposed changes to 1 provision)			
207	Div.A 2.2.1.1. Objectives 1372 - Clarification of OS1, Fire Safety Objective	4	I do not support this proposed change for the reason(s) stated to the right.	First responders are already included in the definition of "Persons". There is no justification presented for singling out one group over another. There is no definition of who would be considered a first responder. In addition to police, fire and EMS, would it extend to utility workers who arrive to shut off power or gas or to others? An unacceptable level of risk is different for a trained first responder, it is a higher risk level than what would be unacceptable for the general public or occupants.
	Pipe Size - (Proposed changes to 2 provisions)			
208	Div.B 2.4.10.2. Hydraulic Loads for Fixtures 1285 - Removal of Non-Existent Pipe Size	1	I support this proposed change as is.	
209	Div.B 2.4.10.6. Hydraulic Loads to Soil-or-Waste Pipes 1285 - Removal of Non-Existent Pipe Size	1	I support this proposed change as is.	
	Soft Conversion - (Proposed changes to 33 provisions)			
210	Div.A 1.4.2.1. Symbols and Other Abbreviations 1212 - Addition of the Abbreviation NPS (Nominal Pipe Size)	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
211	Div.B 2.2.4.3. 90° Elbows 1213 - Nominal Pipe Size in Article 2.2.4.3., 90° Elbows	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
212	Div.B 2.3.4.5. Support for Horizontal Piping 1197 - Nominal Pipe Size in Article 2.3.4.5., Support for Horizontal Piping	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
213	Div.B 2.3.6.7. Ball Tests 1215 - Nominal Pipe Size in Article 2.3.6.7., Ball Tests	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
214	Div.B 2.4.2.3. Direct Connections 1216 - Nominal Pipe Size in Sentence 2.4.2.3.(1), Direct Connections	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
215	Div.B 2.4.6.5. Mobile Home Sewer Service 1217 - Nominal Pipe Size in Article 2.4.6.5., Mobile Home Sewer Service	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
216	Div.B 2.4.7.1. Cleanouts for Drainage Systems 1224 - Nominal Pipe Size in Articles 2.4.7.1., Cleanouts for Drainage Systems, and 2.4.7.2.,	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
217	Div.B 2.4.7.2. Size and Spacing of Cleanouts 1224 - Nominal Pipe Size in Articles 2.4.7.1., Cleanouts for Drainage Systems, and 2.4.7.2.,	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings

218	Div.B 2.4.8.1. Minimum Slope 1226 - Nominal Pipe Size in Article 2.4.8.1., Minimum Slope	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
219	Div.B 2.4.9. Size of Drainage Pipes 1229 - Nominal Pipe Size in Subsection 2.4.9., Size of Drainage Pipes	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
220	Div.B 2.4.10. Hydraulic Loads 1230 - Nominal Pipe Size in Subsection 2.4.10., Hydraulic Loads	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
221	Div.B 2.5.1. Vent Pipes for Traps 1251 - Nominal Pipe Size in Articles 2.5.1.1., 2.5.2.1. and 2.5.3.1.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
222	Div.B 2.5.2. Wet Venting 1251 - Nominal Pipe Size in Articles 2.5.1.1., 2.5.2.1. and 2.5.3.1.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
223	Div.B 2.5.3. Circuit Venting 1251 - Nominal Pipe Size in Articles 2.5.1.1., 2.5.2.1. and 2.5.3.1.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
224	Div.B 2.5.4.3. Yoke Vents 1253 - Nominal Pipe Size in Articles 2.5.4.3., Yoke Vents, and 2.5.4.5., Fixtures Draining into	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
225	Div.B 2.5.4.5. Fixtures Draining into Vent Pipe 1253 - Nominal Pipe Size in Articles 2.5.4.3., Yoke Vents, and 2.5.4.5., Fixtures Draining into	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
226	Div.B 2.5.5.2. Venting of Oil Interceptors 1254 - Nominal Pipe Size in Articles 2.5.5.2., 2.5.5.4., and 2.5.5.5.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
227	Div.B 2.5.5.4. Fresh Air Inlets 1254 - Nominal Pipe Size in Articles 2.5.5.2., 2.5.5.4., and 2.5.5.5.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
228	Div.B 2.5.5.5. Provision for Future Installations 1254 - Nominal Pipe Size in Articles 2.5.5.2., 2.5.5.4., and 2.5.5.5.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
229	Div.B 2.5.6.3. Location of Vent Pipes 1255 - Nominal Pipe Size in Articles 2.5.6.3., Location of Vent Pipes, and 2.5.6.5., Terminals	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
230	Div.B 2.5.6.5. Terminals 1255 - Nominal Pipe Size in Articles 2.5.6.3., Location of Vent Pipes, and 2.5.6.5., Terminals	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
231	Div.B 2.5.7.1. General 1256 - Nominal Pipe Size in Articles 2.5.7.1., 2.5.7.2., 2.5.7.3., 2.5.7.6., and 2.5.7.7.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
232	Div.B 2.5.7.2. Size Restriction 1256 - Nominal Pipe Size in Articles 2.5.7.1., 2.5.7.2., 2.5.7.3., 2.5.7.6., and 2.5.7.7.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
233	Div.B 2.5.7.3. Additional Circuit Vents and Relief Vents 1256 - Nominal Pipe Size in Articles 2.5.7.1., 2.5.7.2., 2.5.7.3., 2.5.7.6., and 2.5.7.7.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
234	Div.B 2.5.7.6. Vent Pipes for Manholes 1256 - Nominal Pipe Size in Articles 2.5.7.1., 2.5.7.2., 2.5.7.3., 2.5.7.6., and 2.5.7.7.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
235	Div.B 2.5.7.7. Vents for Sewage Sumps, Dilution Tanks and Macerating Toilet Systems 1256 - Nominal Pipe Size in Articles 2.5.7.1., 2.5.7.2., 2.5.7.3., 2.5.7.6., and 2.5.7.7.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings

236	Div.B 2.5.8.1. Hydraulic Loads Draining to Wet Vents 1257 - Nominal Pipe Size in Articles 2.5.8.1., 2.5.8.3., and 2.5.8.4.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
237	Div.B 2.5.8.3. Branch Vents, Vent Headers, Continuous Vents and Circuit Vents 1257 - Nominal Pipe Size in Articles 2.5.8.1., 2.5.8.3., and 2.5.8.4.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
238	Div.B 2.5.8.4. Vent Stacks or Stack Vents 1257 - Nominal Pipe Size in Articles 2.5.8.1., 2.5.8.3., and 2.5.8.4.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
239	Div.B 2.6.1.10. Mobile Home Water Service 1258 - Nominal Pipe Size in Articles 2.6.1.10., 2.6.3.2. and 2.6.3.4.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
240	Div.B 2.6.3.2. Hydraulic Load 1258 - Nominal Pipe Size in Articles 2.6.1.10., 2.6.3.2. and 2.6.3.4.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
241	Div.B 2.6.3.4. Size 1258 - Nominal Pipe Size in Articles 2.6.1.10., 2.6.3.2. and 2.6.3.4.	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
242	Div.B 2.6.3.4. Size 1172 - Nominal Pipe Size in Sentence 2.6.3.4.(3), Size	2	I support this proposed change as is with comment(s).	There is confusion between imperial sizes for NPS and metric support spacings
Water-Use Efficiency - (Proposed changes to 4 provisions)				
243	Div.B 2.1.2. Service Connections 946 - Update to Exceptions in Sentences 2.1.2.1.(1), 2.1.2.2.(1) and 2.1.2.3.(1)	1	I support this proposed change as is.	
244	Div.B 2.6.2.5. Separation of Water Supply Systems 942 - Revision of Sentence 2.6.2.5.(1), Separation of Water Supply Systems	1	I support this proposed change as is.	
245	Div.B 2.7. Non-Potable Water Systems 940 - Revisions to Requirements for Non-Potable Water Systems	1	I support this proposed change as is.	
246	Div.B 2.7.2. Identification 945 - Introduction of Requirements for Non-Potable Rainwater Harvesting Systems	1	I support this proposed change as is.	

		JANUARY 2019	
	Dates Issued/Closed	Client/Owner/ Procurement Authority	Actions/Comments
1	Close Jan 24/19	Brock University RFP DB18-11 Residence 8 Redevel	
2	Close Jan 18/19	City of Cambridge RFP#2018-97 Forbes Park Washrooms	RFP Alert Jan 15/19
3	Close Jan 9/19	Centennial College RFP - Compliance	RFP Alert Dec 20/18 - Aaddendum issued by Client
4	Close Dec 10/18	City of Waterloo RFP#18-24 - East Side Public Library	RFP Alert Dec 4/18 - Talked to Client awaiting response
5	Spring 2019	University of Guelph - HBRC Competition	Submitted by U of G
6	Close Dec 19/18	Algonquin Supplementary Conditions	RFP Alert Dec 14/18
7		Sunnybrook Hospital Amending Terms and Conditions	Requested by Member

Year	RFPs and Supplementary Conditions Reviewed	Number of Alerts Issued
2018	56	18
2017	41	16

ITEM 7.1

TBD

DIAC Highlights Landmark Projects with Two Immersive Design Tours

It has been widely demonstrated that design contributes to economic and social wellbeing. But rather than merely talking about the evidence, why not let visitors and local stakeholders experience some of the impacts of landmark design projects for themselves? That is what the Design Industry Advisory Committee (DIAC) did with two immersive design tours connected to public conference events in the fall of 2018.

Design Cluster Tour, TCI Network Global Conference, October 16th



In October 2018, the Institute for Competitiveness and Prosperity invited DIAC to develop and lead a Design Immersion tour as part of the TCI Network Global Conference in Toronto. The conference focused on best practices in the management of economic clusters. It gave DIAC the opportunity to showcase, to an international audience, some vital aspects of Toronto's design cluster. It also provided a chance to assess the assets of design in the context of local priority clusters in the Toronto Region, including advanced manufacturing, food, financial services, transportation and logistics.

DIAC's walking and bus tour attracted a diverse group of conference attendees from Spain, Denmark, Austria, Bulgaria, the United Kingdom, the Netherlands and Mexico, as well as from other regions in Canada. The tour began at the Umbra store where the group was intrigued to

hear about the design-led success of this Toronto-based manufacturer from co-founders, Les Mandelbaum and Paul Rowan. They were then introduced to the innovative thinking behind three placemaking projects: 401 Richmond, the Fort York Visitors Centre and the Bentway. The tour group travelled by bus to the Daniels City of the Arts on the Waterfront for lunchtime presentations co-hosted by the School of Design at George Brown College and OCAD University's Business Innovation Studio, both new residents of the facility. Participants also enjoyed a pre-opening tour of Artscape Daniels Launchpad led by Carmen Douville (Artscape) and Udo Schliemann (Entro). The group then crossed the road to the glass boardroom at the George Brown Health Sciences Centre for the final session in the tour, a discussion exploring some of the opportunities for advancing design clusters in Toronto and other regions. DIAC invited Anne le Guellec, Consul General of the Netherlands in Toronto, as a special guest at this session to share her insights on the strengths of the Dutch design cluster.

A cluster is a concentration of industry specific businesses or organizations and supporting institutions in a particular geographic region. According to Harvard Business School Professor Michael Porter, who developed the cluster theory, it is mutually beneficial for these entities to collaborate to drive economic growth and prosperity in the region.



In the case of the Ontario design sector, cluster theory provides a helpful framework to assess our key strengths across the disciplines of architecture, landscape architecture, industrial, interior, graphic and fashion design. The framework is also helpful in identifying ways for the companies, academic institutions and other organizations supporting the sector to collaborate more strategically with the design workforce in order to reach common goals.

At the TCI Network Global Conference, DIAC was able to connect with cluster organizers and researchers in Europe and other regions. We will be building on these connections as we work to develop a more robust profile of our own design cluster.

In its research and program activities DIAC is working to position design as a strategic tool and enabling cluster for other industry clusters in our region. But our biggest challenge remains how to engage industry and government to leverage the talents of our design workforce as an essential resource for growth and prosperity.

Inside Eglinton Crosstown, ULI Toronto Urbanism Symposium, November 7th



Design is a relatively small part of the budget for Public-Private Partnership (P3) infrastructure projects, but when design is used strategically the impact can be catalytic. DIAC took up an invitation from the Urban Land Institute (ULI) to organize a tour and talk on the Eglinton Crosstown, as part of the Toronto Urbanism Symposium. We wanted to explore aspects of the design process in Canada's largest transit project; we wanted to understand the steps

taken towards Design Excellence; and we wanted to begin to highlight the lessons learned. For the hard hat tour at Mount Dennis, the intermodal transit hub at the west end of the line, Crosslinx Transit Solutions, (the construction consortium established to build the project) organized senior members of their team to guide the tour, along with the architecture leads from IBI Group. Following the tour, we travelled by bus to the offices of IBI for a presentation on the design concepts and the Systemwide approach to station architecture by IBI, and an overview of the strategic approach to signage and wayfinding, led by Entro partner, Vincent Gratton. Alex Bozikovic, architecture critic of the Globe and Mail, then moderated a cross-disciplinary panel discussion on the anticipated impacts of the project. DIAC invited three external panellists to participate: Marianne McKenna, partner, KPMB and Metrolinx board member; Adam Nicklin, Principal, Public Work; and Joanna Kervin, Third Party Technical Director, Crosslinx. They were joined on the panel by senior members of the IBI team: Trevor McIntyre, Regional Director, UK/Ireland & International, and Charlie Hoang, Director, Transit Architecture.

Here are some of the critical questions the panel discussed:

1. To what extent did the City's work with Metrolinx on pre-planning set the vision for the project?
2. How can we create a Social Agenda for transit?
3. How could the region move towards a model for transit-oriented development that could help to off-load some of the costs of new transit? (For example, London, UK has developers building parts of new transit stations linked to their development projects.)
4. How can cross-disciplinary teams, including design teams, working on this kind of project help to shape models for growth at the policy level?
5. How can the lessons learned from Eglinton Crosstown be translated to other P3 projects?

The organizers and participants in the Inside Eglinton Crosstown tour event would like to continue the conversation. We recognize that for Ontario the P3 model in infrastructure construction is here to stay, at least for the foreseeable future. For DIAC, the question is: Could the design associations working with DIAC secure enough influence to tweak the process in order to create more scope for good design? This would benefit all stakeholders involved.

New Design Research Reports

In July 2018, the Design Council released "The Design Economy 2018: the state of design in the UK". This is the second of three reports on the topic. The first was published in 2015 and the final (post Brexit) report will be published in 2020. The recommendations in the current report call for a national UK Design Action Plan, strategies for improving access to design, and an intellectual property framework to protect design exports.

[Download the full report.](#)

In October 2018, McKinsey released its report on "The Business Value of Design" which includes a tool for calculating how well companies are using design and how this links to financial performance. The research tracked design actions of 300 publicly listed companies over a five-year period.

[Download the full report.](#)

The Design Industry Advisory Committee (DIAC) is a non-profit, cross-disciplinary design research group established by the City of Toronto in 2001. DIAC projects and research focus on ways to leverage design capability to achieve economic and social prosperity for all Canadians. For further information please contact: strategy@diac.on.ca.