



Ontario Association
of Architects

VISION

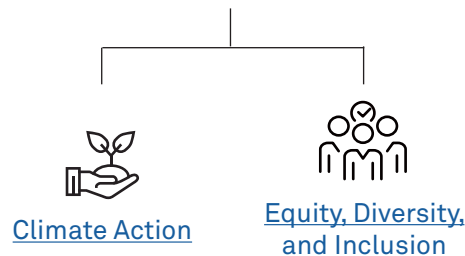
An Ontario in which architects are valued contributors to society, by creating a safe and healthy built environment that performs at the highest levels and elevates the human spirit.

MANDATE

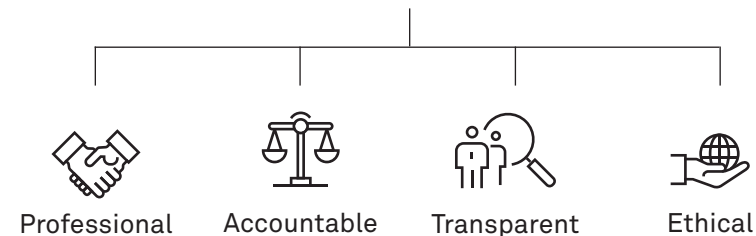
To regulate and govern the practice of architecture in Ontario in the service and protection of the public interest in accordance with the *Architects Act*, its Regulations, and Bylaws; to develop and uphold standards of skill, knowledge, qualification, practice, and professional ethics among architects;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

Strategic Plan [2022-2027]

Themes



Values



Strategic Priorities





	Regulatory Leadership	Governance and Operations	Member Competency	Public Education
Goal Statements	Bring the OAA's regulatory framework into alignment with current legal principles for professional regulators and modernize our legislative and governing documents to ensure the public interest continues to be served and protected.	Enhance our governance and operational practices to ensure an effective, inclusive, resilient, and transparent organization.	Ensure the continued professional competency and currency of OAA licensed members in order that they maintain their leadership role in the built environment accountable to the public interest.	Advance the public's understanding and recognition that architecture is integral to the quality of life and well-being of our society as experienced through a sustainable, resilient, and durable built environment.
Strategic Priorities	<ul style="list-style-type: none">Actively engage with government, legal counsel, and the Attorney General to advance the modernization of the <i>Architects Act</i> and its Regulation.Increase transparency, fairness, objectivity, and impartiality of OAA registration and regulatory processes.Continue to serve the public interest through ongoing enforcement activities and investigation of breaches of the <i>Architects Act</i> and its Regulations.Continue to invest in programs and activities that contribute to and foster the diversity and perspective of new applicants to the architectural profession.	<ul style="list-style-type: none">Implement the operational review recommendations, which include clearly defined roles for Council & staff, additional organizational policies and structures, enhanced IT and data management, enhanced risk management, continued investment in equity, diversity, and inclusion, and ensuring a safe workplace.Review and update Council governance practices to align with best practices of professional regulators.Develop a futureproofing strategy for OAA internal resources to be agile and resilient.	<ul style="list-style-type: none">Administer the legislative requirements of mandatory continuing education through the established program framework.Anticipate and respond to current disruptions and trends in the industry (e.g. different project delivery methods, climate stability, accessibility, and technological advancements) as well as legislative changes (e.g. harmonization of building codes and accessibility) through optional continuing education offerings.Provide information in a responsive manner to members that is relevant and timely regarding OAA education resources, as well as programs and services existing elsewhere that fall outside the purview of the OAA.	<ul style="list-style-type: none">Develop and implement an outreach strategy to educate the public about the role of architecture in creating the built environment and its impact on society.Continue education initiative to foster a greater understanding of the OAA as a unique professional self-regulator.Leverage and support programs and services offered by other stakeholders in the built environment to further the public appreciation of architecture and the allied arts.Continue education regarding best practices in project delivery that relate to regulatory responsibilities of OAA members and practices, inclusive of procurement, in order that the public interest may continue to be served and protected.
Metrics	<ul style="list-style-type: none">A strategy for modernizing the Act and Regulations has been created and implemented.The OAA's regulatory standards, policies, and procedures are current and consistent with the right-touch regulatory approach.Regulatory misalignments have been identified and corrected.The OAA continues to be in compliance with the Office of the Fairness Commissioner and other government oversight bodies.There is a clearer understanding of the path to licensure and a greater connection with those on the path to licensure.The OAA's annual Demographics Survey demonstrates a shift towards increased equity, diversity, and inclusion.	<ul style="list-style-type: none">The 39 Operational Review recommendations are implemented.Roles and responsibilities of OAA staff, committees, and Council are defined and documented.The OAA's risk assessment metrics are implemented.Staff retention remains high.Participation and representation in Council elections is improved.Best-practice gaps in governance relative to professional regulatory organization benchmarks have been identified, prioritized, implemented and measured	<ul style="list-style-type: none">Member competency and ethical practice continues to develop and is responsive relative to the industry and profession.The content of the OAA's educational offerings is focused on technical and legislative content that is current and relevant.Access to competency development-based education is diversified and equitable.Increased member use of the OAA webpages on learning opportunities outside of the OAA.Increased member use of the OAA webpages with the existing OAA Documents and Resources as well as Practice Advisory Knowledge Base area.	<ul style="list-style-type: none">Members demonstrate a clear understanding of the role of the OAA as a regulator and of the extent to which it can promote the public appreciation of architecture.The OAA has developed and implemented a defined program of public education that responds to our mandate and that is sustainable over time.The number of times government and other partners/stakeholder have invited OAA to engage/inform on built environment issues in the public interest has increased.

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 specific item or 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.
- 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) 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 material, unless stipulated otherwise with the by-laws or as otherwise approved by OAA Council.
- 5) 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.
- 6) 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 they choose 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 19, 2023 at approx. 11:00 a.m.

Meeting # 285

OPEN MEETING AGENDA

Recognition of Traditional Lands

- | | | |
|----------------|---|----------------------------------|
| <i>4 mins</i> | 1.0 AGENDA APPROVAL | |
| <i>1 min</i> | 1.1 Declaration re. Conflict of Interest | |
| | 2.0 APPROVAL OF MINUTES | |
| <i>4 mins</i> | 2.1 Draft minutes of the November 24, 2022 Open Council Meeting (<i>see attached</i>) | |
| <i>2 mins</i> | 3.0 BUSINESS ARISING FROM THE MINUTES | |
| | 4.0 ITEMS FOR REVIEW AND APPROVAL | |
| <i>20 mins</i> | 4.1 Election of Officers (<i>oral</i>) | Registrar |
| <i>5 mins</i> | 4.2 Approval of Continuing Education Roster for Conference 2023 in Sudbury (<i>see attached</i>) | Manager, Education & Development |
| <i>5 mins</i> | 4.3 Consideration re. Appointments to Workforce 2030 Advisory Board and Compass Advisory Board (<i>see attached</i>) | Vice President Karney |
| | 5.0 ITEMS FOR DISCUSSION | |
| <i>10 mins</i> | 5.1 Update re. <i>Fair Access to Regulation Professions and Compulsory Trades Act</i> and Bill 27 (<i>see attached</i>) | Registrar |
| | 6.0 EXECUTIVE COMMITTEE REPORTS | |
| | 6.1 Report from the President | President |
| <i>1 min</i> | 6.1.a Activities for the months of November – January (<i>see attached</i>) | |
| <i>1 min</i> | 6.1.b Report from Executive Director (<i>see attached</i>) | Executive Director |
| | 6.2 Report from the Senior Vice President and Treasurer | SVP & Treasurer |
| <i>1 min</i> | 6.2.a Financial Statements for the 12 months ending November 30, 2021 (<i>see attached</i>) | |
| <i>1 min</i> | 6.2.b Governance Committee Update (<i>see attached</i>) | |
| | 6.3 Report from Vice President Strategic | Vice President Karney |
| <i>1 min</i> | 6.3.a Report from Vice President Strategic (<i>see attached</i>) | |
| | 6.4 Report from Vice President Communications | Vice President King |
| <i>1 min</i> | 6.4.a Report from the Vice President Communications (<i>see attached</i>) | |
| | 6.5 Report from Vice President Regulatory | Registrar |
| <i>1 min</i> | 6.5.a Activities Report from the Registrar (<i>see attached</i>) | |

- | | | | |
|-------|-------------|--|----------------------------|
| | 6.6 | Report from Vice President Practice | Vice President
Wilson |
| 1 min | | 6.6.a Report from Vice President Practice (<i>see attached</i>) | |
| 1 min | | 6.6.b Overall 2022 Statistics of the Practice Advisory Services (PAS) Hotline, Practice Advisory E-newsletters and Update on RFP Monitoring (<i>see attached</i>) | |
| | 6.7 | Report from Vice President Education | Vice President
Krickhan |
| 1 min | | 6.7.a Report from Vice President Education (<i>see attached</i>) | |
| | 7.0 | ITEMS FOR INFORMATION | |
| 1 min | 7.1 | City of Toronto Harmonized Zoning Bylaw – Final Decision from Ontario Land Tribunal (<i>see attached</i>) | Executive Director |
| | 8.0 | OTHER BUSINESS | |
| | 9.0 | DATE OF NEXT MEETING | |
| | 9.1 | The next regular meeting of Council is Thursday March 2, 2023 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario. | |
| | | The OAA Strategic Plan Review & Council Governance Workshop is scheduled for Thursday February 2, 2023 3:00 p.m.- 6:00 p.m. and Friday February 3, 2023 9:00 a.m. – 4:00 p.m at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario. | |
| | 10.0 | ADJOURNMENT | |

Ontario Association of Architects

Meeting #284 Open

MINUTES

November 24, 2022

The two hundred and eighty fourth meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday November 24, 2022 at OAA Headquarters, 111 Moatfield Drive, Toronto and virtually via Zoom.

Present:	Susan Spiegel	President
	Settimo Vilardi	Senior Vice President and Treasurer
	Paul Hastings	Vice President Regulatory
	Christina Karney	Vice President Strategic
	Jennifer King	Vice President Communications
	Natasha Krickhan	Vice President Education
	William (Ted) Wilson	Vice President Practice
	Farida Abu-Bakare	Councillor (<i>virtual</i>)
	J. William Birdsell	Councillor
	Yan Ming (Pearl) Chan	Councillor
	Kimberly Fawcett-Smith	Lieutenant Governor in Council Appointee
	Lara McKendrick	Councillor
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Deo Paquette	Councillor
	Clayton Payer	Councillor
	Greg Redden	Councillor (<i>virtual</i>)
	Kristiana Schuhmann	Councillor
	Gaganjot Singh	Lieutenant Governor in Council Appointee
	Marek Zawadzki	Councillor (<i>virtual</i>)
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services
Regrets:	Michelle Longlade	Lieutenant Governor in Council Appointee
	Andrew Thomson	Councillor

Guests: None

The President noted a land acknowledgement which is a trailer for the movie *For Love*, directed by Matt Smiley and narrated by Shania Twain <https://youtu.be/Lnjib-DAfW8> would be shared with Council as an acknowledgement and recognition of the indigenous land and its people.

The President welcomed staff in attendance at the meeting.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

AGENDA APPROVAL

9493. The President reported that the following new items will be added to the agenda:

- 8.1 Revised Competency Standard
- 8.2 National Architecture Policy

It was moved by Karney and seconded by Vilardi that the agenda for the November 24, 2022 open meeting be approved as amended.

-- CARRIED

APPROVAL OF MINUTES

9494. *Reference Material Reviewed:* Draft minutes of the September 22, 2022 Open Council meeting.

The draft minutes of the September 22, 2022 Open Council meeting were reviewed.

It was moved by Birdsell and seconded by Hastings that the minutes of the September 22, 2022 Open Council meeting be approved as circulated.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9495. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9496. *Reference Material Reviewed:* Memorandum from Vice President Communications, Jennifer King dated November 11, 2022 re. OAA Technology Program Integration Committee – Intern Technologist Annual Fee and attached background information. **(APPENDIX 'A')**

The Vice President Communications reported that it is being recommended that the fee for an intern technologist align with that of an intern architect.

It was moved by King and seconded by Birdsell that the annual fee for an intern technologist enrolled in the OAA Technology Program be amended such that it be equivalent to the amount paid by an intern architect of 5 years or less effective December 1, 2022.

-- CARRIED

9497. Appointments to Complaints Committee *(oral)*

The Vice President Regulatory reported.

It was moved by Hastings and seconded by Paquette that Cameron Burns, Sam Morgan, and Jason Witalis be appointed to the Complaints Committee each for a three-year term effective January 1, 2023.

-- CARRIED

It was moved by Hastings and seconded by Krickhan that Amirreza Sadeghi be reappointed to Complaints Committee for a three-year term effective January 1, 2023.

-- CARRIED

It was moved by Hastings and seconded by McKendrick that Toon Dreessen be reappointed to Complaints Committee for a one-year term; and, be reappointed as Chair of the Complaints Committee for a one-year term, both effective January 1, 2023.

-- CARRIED

9498. Appointments to Experience Requirements Committee *(oral)*

The Vice President Regulatory reported.

It was moved by Hastings and seconded by King that Andrea Rebeca Buchsbaum and Giuseppe Iozzo be reappointed to the Experience Requirements Committee each for a three-year term effective January 1, 2023.

-- CARRIED

9499. Appointments to the Practice Resource Committee (*oral*)

The Vice President Practice reported.

It was moved by Wilson and seconded by Krickhan that Council approve the appointment of George Bitsakakis, Richard Hammond each for a three-year term; and, the appointment of Linda Vela to the Practice Resource Committee for a two-year term effective January 1, 2023

-- CARRIED

It was moved by Wilson and seconded by Paquette that Wendy Yu be reappointed to the Practice Resource Committee for a three-year term effective January 1, 2023.

-- CARRIED

9500. Appointments to the Policy Advisory Coordination Team (*oral*)

The Vice President Strategic reported.

It was moved by Karney and seconded by Krickhan that Council approve the reappointment of Toon Dreessen for a three-year term; the extension of John Stephenson's previous one-year appointment by two years; and, the appointment of Daniela Veisman for a one-year term all effective January 1, 2023.

-- CARRIED

9501. Appointments to the Communications and Public Education Committee (*oral*)

The Vice President Education and Vice President Communications reported.

It was moved by King and seconded by Krickhan that Council approve the appointment of the following individuals to the new Communications & Public Education Committee effective January 1, 2023:

Three-year term

Carl Knipfel
Brigitte Ng
Pearl Chan
Kurtis Chen

Two-year term

Dana Seguin

One-year term

Christopher Johnson

And, that a call be issued to members at large for additional members to be appointed at the January meeting to round out the complement as per the approved terms of reference.

-- CARRIED

9502. Appointment to the Interns Committee (*oral*)

Councillor Abu-Bakare reported.

It was moved by Abu-Bakare and seconded by Birdsell that Council approve the appointment of Sameerah Aujaud to the Interns Committee for a three-year term effective January 1, 2023.

-- CARRIED

9503. *Reference Materials Reviewed:* Memorandum from the Education Committee (under the Trust Fund) dated November 11, 2022 re. Scholarships for the Ontario College Architectural Technology Programs and attached background information. **(APPENDIX 'B')**

Members of the Education Committee reported.

It was moved by Wilson and seconded by Paquette that Council approve the Criteria and Procedures for the Disbursement of annual awards to the Ontario College Technology Programs as recommended by the OAA Education Committee under the Trust Fund.

-- CARRIED

9504. *Reference Materials Reviewed:* Memorandum from President, Susan Speigel, Vice President Education, Natasha Krickhan, and Manager, Education & Development, Ellen Savitsky dated November 8, 2022 re. Education 'Big Think' Roundtable Proposal. **(APPENDIX 'C')**

The Vice President Education reported.

A member of Council who is experienced in the field of education noted that they are not in support of the roundtable as they believed that the educational resource is not likely to be implemented and taught by the teachers in the classroom. It was noted that the mandatory provincial curriculum is robust and that there are many other professions which are also not included specifically in the already heavy curriculum.

The Vice President Education noted at a Committee meeting that a member shared the idea with a teacher at the school who expressed great interest.

A Council member noted that they also discussed this with a teacher who also expressed interest, especially for those interested in art.

It was suggested by a member of Council that it is a positive move to get educators and architects involved.

It was moved by Krickhan and seconded by Hastings that Council approve a budget of \$3,000 for the 'Big Think' roundtable session on Grades K-12 architectural education in Ontario hosted by the OAA in winter 2023, and that the cost of the event be drawn from the policy contingency budget.

-- CARRIED (2 opposed (Birdsell, Mintz))

9505. *Reference Materials Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated November 8, 2022 re. Appointment of Life Members. **(APPENDIX 'D')**

The Vice President Regulatory reported.

It was moved by Hastings and seconded by Birdsell that the following architects be appointed as Life Members:

Medhat Abdou	Michael Mohelsky
Aquil A. Ali	Terry Montgomery
Tonu Altosaar	Peter R. Moy
James L. Berry	Colm P. Murphy
Mervyn Blumberg	Paul J. Nevins
David J. Bryden	Paul Durfee Oberst
Nancy C.P. Leung Chan	Ernest A. Patton
E. Lawrence Dodd	Ronald G. Perry
Mohsen El-Behairy	Paul David Reuber
Yechiel Erez	Mahendra N. Shah
Theodore F. Ferrant	Alkim Sonmezocak

Joseph M. Galea	Gerald H. Stein
Kay K. Ghahremani	James C. Strasman
Zak Ghanim	Harold Strub
Robert Gregoire	Hugh H. Taylor
Ian Hartley	Shashikant Taylor
Robert G. Hill	Gregory Z. Tomaszewski
Errol Hugh	Lennis W. Trotter
John Jackson	Christopher Wallace
Alan Jacoby	Winston K.M. Yeh
Paul V. Johnston	Nick Jokic
Rocco Maragna	Daniel F. McAlister
Curtis McQuire	Glen Meschino

-- CARRIED

9506. *Reference Materials Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated November 8, 2022 re. Appointment of Life Members. **(APPENDIX 'D')**

The Vice President Regulatory reported.

It was moved by Hastings and seconded by Vilardi that the following architects be recognized as Members of Long Standing:

Robert T. Grossmann	John Hackett
Wayne Murray	Robert J. Woodman
Stephen Propst	Stephen Bernatt
Salomon Wassermuhl	Mykola Wasylko

-- CARRIED

9507. *Reference Materials Reviewed:* OAA By-laws, Revised 2022 and Schedule A to the By-laws. **(APPENDIX 'E')**

Doyle reported that revised By-laws and Schedule A to the by-laws has been printed and shared with Council which reflects the fee increase in the 2023 Budget as well as the changes to the list of OAA Standing Committees. This changed was approved by Council at the September meeting. Doyle noted that the by-law changes will be in force upon Council approval, however will be subject to ratification at the May 3, 2023 Annual General Meeting.

It was moved by Karney and seconded by Vilardi that Council approve the OAA By-laws, Revised 2022 and Schedule A to the By-laws as circulated to Council on November 24, 2022.

-- CARRIED

9508. *Reference Materials Reviewed:* Memorandum from Registrar, Christie Mills dated November 16, 2022 re. Use of the word 'architecture' in a business name and attached background links. **(APPENDIX 'F')**

Mills reported.

It was moved by Vilardi and seconded by Birdsell that Council approve the request for the proposed business name and instruct the Registrar to prepare and send the written consent letter to the member.

-- CARRIED

9509. *Reference Materials Reviewed:* Memorandum from Communications Committee dated November 10, 2022 re. OAA 2023 Conference – Keynote Recommendation. **(APPENDIX ‘G’)**

The Vice President Communications reported.

Missio noted that the keynote will be held virtually six weeks ahead of Conference.

It was moved by King and seconded by Wilson that Council approve the Communication Committee’s recommendation of Spencer West as the Keynote Speaker for OAA Conference 2023.

-- CARRIED

9510. Appointments to the Canadian Architectural Certification Board (CACB) (*oral*)

Doyle reported based on the report distributed to Council.

It was moved by Vilardi and seconded by Wilson that based on the recommendation of the Canadian Architectural Certification Board (CACB) Standing Committee the OAA supports the following nominations for new Board members, to serve on the Canadian Architectural Certification Board:

- **Baldwin Hum as ROAC representative, for a 3 year term;**
- **Shane Laptiste as one of the Joint representatives, for a 3 year term; and**
- **George Cotaras as one of the Joint representatives, for the 2 years remaining on the currently vacant position.**

-- CARRIED

9511. OAA Draft 2023 Operating and Capital Budget (*oral*)

The Senior Vice President and Treasurer reported noted that the draft budget had been distributed previously to Council and also discussed during the in camera meeting.

It was moved by Vilardi and seconded by Wilson that Council approve the 2023 draft operating and capital budgets as presented on November 24, 2022.

-- CARRIED

It was noted by the Senior Vice President and Treasurer that the Budget Committee is requesting that direction be given regarding the allocation of any year end surplus to the three reserve funds to ensure an appropriate level is reached and maintained.

A member of Council noted that the reserves will require a significant allocation of funds to them in future to reach the minimum requirement.

Doyle noted that funds may also be moved from the OAA’s unrestricted reserves to restricted at fiscal year end pending the amount available.

It was moved by McKendrick and seconded by Vilardi that Council direct that any 2022 year end surplus be allocated to the OAA’s Restricted Reserve, in proportionate amounts to be agreed to between Senior Vice President & Treasurer and OAA Management staff.

-- CARRIED

ITEMS FOR DISCUSSION

9512. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills dated November 16, 2022 re. *Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA)* – Canadian Experience Requirement (CER) Prohibition. **(APPENDIX ‘H’)**

Mills reported that she is working toward preparing an application for exemption under FARPACTA, specifically related to the removal of the requirements for Canadian experience. The draft application content will be presented to Council in January for review and discussion.

A Council member noted that the OAA needs to be prepared should the exemption request be denied.

It was noted by Mills that the exemption request should contain data-driven evidence to support the application as well as a clear public health and safety argument.

The report was noted for information.

EXECUTIVE COMMITTEE REPORTS

9513. *Reference Material Reviewed:* President's Activities for the months of September-November. **(APPENDIX 'I')**

The report was noted for information.

9514. *Reference Material Reviewed:* Report from Executive Director, Kristi Doyle dated November 24, 2022 re. Executive Director Report to Council. **(APPENDIX 'J')**

Doyle noted that at the national meeting of the Regulatory Organizations for Architecture in Canada (ROAC) in Montreal, Becoming Architects in Canada (BAC) made a presentation. ROAC expressed support in working with BAC whose mandate is to advocate for interns. The Interns Committee may be interested in liaising with BAC, allowing for some work that would be considered advocacy to be handed off to them in order to ensure that the OAA remains focused on its regulatory mandate.

When asked, Doyle noted that the OAA could support this group in the form of in-kind assistance such as messaging. Special requests for funding a project may also be requested. The assistance of BAC would remove the duplication of work with the OAA committee and/or take on advocacy matters.

The report was noted for information.

9515. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Christina Karney dated November 15, 2022 re. Update on the Activities under the Vice President Strategic Portfolio and attached background documentation. **(APPENDIX 'K')**

The Vice President Strategic reported that discussions on housing affordability went well in the roundtable that was recently held to collect information.

A member of Council enquired as to whether a statement will be made in relation to the proposed Highway 413. It was also noted by a Council member that the plans include building into marshland and greenspace.

A Council member responded that the submission included general conceptual positions around the environmental impact of Bill 23.

Trotta noted that staff continues to review the documents as well as additional bills and is watching housing legislation closely. MPP Mike Schriener has introduced two private members bills requesting that fourplexes replace single family housing and low to mid rise be mandated around transit hubs.

The report was noted for information.

9516. *Reference Material Reviewed:* Memorandum from the Communications Committee dated November 10, 2022 re. Communications Committee Update and attached background information. **(APPENDIX 'L')**

The report was noted for information.

9517. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings and Registrar, Christie Mills dated November 24, 2022 re. Activities under the Registrar –September 8 to November 9, 2022 and attached background information. **(APPENDIX 'M')**

The Vice President Regulatory expressed some concern that individuals' names are published who have not yet been fined.

Mills responded that they are conferring with legal counsel to set out a defensible framework for published act enforcement matters. Such instances would typically be reserved for repeat offenders, matters that were not resolved via cease and desist or where there is a clear public interest concern.

The report was noted for information.

9518. *Reference Material Reviewed:* Memorandum from Councillor and Chair, Interns Committee, Farida Abu-Bakare dated November 16, 2022 re. Interns Committee Update. **(APPENDIX 'N')**

Councillor Abu-Bakare noted that she was looking forward to the establishment of the mentor directory on the website.

The report was noted for information.

9519. *Reference Material Reviewed:* Memorandum from Vice President Practice, Ted Wilson dated November 15, 2022 re. Report from Vice President Practice. **(APPENDIX 'O')**

The Vice President Practice reported that comments on the Ontario Building Code and National Building Code consultation will be due in early December. The Practice Advisory Services (PAS) staff is working diligently with the Sub-committee on Building Codes and Regulations (SCOBCAR) to draft the OAA's response.

The report was noted for information.

9520. *Reference Material Reviewed:* Memorandum from the Vice President Education, Natasha Krickhan dated November 24, 2022 re. Report from Vice President Education and attached background information. **(APPENDIX 'P')**

The report was noted for information.

ITEMS FOR INFORMATION

9521. *Reference Material Reviewed:* OAA Local Society Agenda and President's Powerpoint Presentation **(APPENDIX 'Q')**

The President reported that the visits this fall received great feedback. The visits took an open approach with the membership as well included a presentation from Pro-Demnity Insurance Company. Positive feedback was also received with respect to the actions that the OAA has taken over the past year to address climate action.

The report was noted for information.

OTHER BUSINESS

9522. *Reference Material Reviewed:* Memorandum from President, Susan Speigel and Senior Vice President and Treasurer, Settimo Vilardi dated November 21, 2022 re. Updated National Competency Standard and supporting background documentation. **(APPENDIX 'R')**

The report was presented to Council.

A member of Council enquired as to whether FARPACTA would have an effect on the revised Competency Standard.

Mills responded that it is distinct from FARPACTA as it sets out the national competencies for licensure.

It was moved by Vilardi and seconded by Schuhmann that Council approve the National Competency Standard for the Architectural Profession in Canada as circulated to Council on November 24, 2022

-- CARRIED

Zawadzki left the meeting at 1:50 p.m.

9523. *Reference Material Reviewed:* Memorandum from President, Susan Speigel and Senior Vice President and Treasurer, Settimo Vilardi dated November 21, 2022 re. National Architecture Policy – Phase 2 & 3 Recommendations and supporting background documentation. **(APPENDIX 'S')**

Doyle noted the various recommendations being advanced to each of the architectural regulators on behalf of the national committee. One of the recommendations is related to funding. Doyle noted that the request to the OAA for Phase 3 funding of the Rise for Architecture project is \$8.60 per architect member which equates to approximately \$40,000.

It was noted by Doyle under recommendations, there is the potential for the ROAC to act as consultant to the federal government in the development of a national architecture policy. Should this opportunity arise there will be a request for funding and the provincial legislators are being asked to be ready to respond.

The Senior Vice President and Treasurer noted that should an RFP be issued by the government, questions to consider are what architects do and what the public believes architects do.

It was moved by Vilardi and seconded by King that Council approve the following recommendations from Phase 2 of the Rise for Architecture project:

- 1. That the OAA approve funding for the first year of the proposal for phase 3 (2023) be based on a per architect allocation of \$8.60 to be drawn from the Policy Contingency;**
- 2. That the OAA provide its support in principle of the final report and its recommendations; subject to further consideration by the Implementation Working Group;**
- 3. That the current Future of Architecture Sub-Committee be disbanded with the concurrent creation of the Implementation Working Group.**
- 4. That the Working Group enter discussions with the RAIC and CCUSA about formalizing their involvement during phase three of the project.**
- 5. That ROAC appoint the following ROAC members to the Implementation Working Group and approve the development of a Terms of Reference;**

Farida Abu-Bakare member of OAA Council

Darryl Condon	AIBC Past-President
Kristi Doyle	OAA Executive Director
John Stephenson	OAA Past President
Mark Vernon	AIBC CEO
Jeremy Bryant	NFLDAA

6. That the Special Recommendations related to the potential for ROAC to act as Consultant, to the Federal Government, for the development of an Architecture Policy for Canada be endorsed. Should additional funds be required to support this initiative a special assessment will be invoiced to ROAC members.

-- CARRIED

Council moved from open to in camera at 2:03 p.m.

Council returned to the open meeting at 2:05 p.m.

The President thanked outgoing Councillors Chan, Hastings, and Thomson on behalf of Council for hard their work and support during their tenure on Council and spoke in detail about each one's accomplishments and reflecting on their time on Council.

DATE OF NEXT MEETING

9524. The next regular meeting of Council is Thursday January 19, 2023 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario.

ADJOURNMENT

9525. **It was moved by Mintz and seconded by Hastings that the meeting be adjourned at 2:10 p.m.**

-- CARRIED UNANIMOUSLY

President

Date

Memorandum

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 4.2

To: Council

Susan Speigel	Farida Abu-Bakare
Loloa Alkasawat	Ida Badre
J. William Birdsell	Kimberly Fawcett-Smith
Christina Karney	Jennifer King
Natasha Krickhan	Michelle Longlade
Lara McKendrick	Elaine Mintz
Deo Paquette	Clayton Payer
Greg Redden	Kristiana Schuhmann
Gaganjot (Gagan) Singh	Settimo Vilardi
William (Ted) Wilson	Thomas Yeung
Marek Zawadzki	

From: Ellen Savitsky, Manager, Education and Development

Continuing Education Proposals Review Committee

Kristiana Schuhmann	Don Ardiel
Christopher Johnson	Natasha Krickhan

Date: January 10, 2023

Subject: Report on the process of selecting Continuing Education Sessions for the OAA Conference 2023

Objective: To seek Council approval of Continuing Education sessions that are recommended for the OAA Conference 2023.

The report outlines activities that have occurred in relation to the preparation for the upcoming OAA Annual Conference, in particular, its Continuing Education component.

OAA Conference in Sudbury - Call for Presenters

In September of 2022, the OAA issued a Call for Presenters for the OAA Conference 2023. The goal was to raise awareness about the Conference and its location, to announce the theme, and to communicate objectives of its Continuing Education component. The Call for Presenters closed on December 1 with 40 proposals received.

Proposals Review and Selection Process

For the purpose of assessing the proposals and developing a roster of continuing education sessions that reflect the intent and the theme of the OAA Conference 2023, the OAA established an ad-hoc Selection Committee. The Committee was

comprised of OAA members who have previously served on the Continuing Education Committee, the Comprehensive Education Committee and on other task groups that in some way dealt with issues related to membership professional development and continuing education. The Committee was chaired by Natasha Krickhan, VP Education.

1. Independent Pre-screening

As a first step, the proposals were independently reviewed by the members of the ad-hoc Selection Committee according to the following criteria:

- Educational value and learning outcomes of the presentation;
- Compatibility to similar submissions in terms of subject matter;
- Speakers' credentials, expertise, and presentations skills;
- Frequency of the speakers' occurrence at previous OAA events;
- Relevance to the Conference theme.

The proposals were independently categorized by each ad-hoc Committee member as follows:

- recommended to accept;
- recommended to decline;
- further discussion is required.

These independent assessments formed the basis for the Evaluation Session that took place on December 13, 2022.

2. Proposals Evaluation Session

The Evaluation Session provided an opportunity for the Selection Committee to compare the individual assessment ranks and to discuss each proposal in details. In developing the final Continuing Education roster, the Committee contemplated the following principles:

- Relevance to the Conference theme "Designing for Dignity";
- Educational value through the lenses of practice of architecture;
- Applicability of dealing with Indigenous Communities;
- Emphasis on working in Northern Communities;
- Focus on best business practices, sustainability & procurement;
- Diversity in terms of technical, business, & special interest topics

Moreover, the Committee referred to the recommendations made by the Northern Ontario Society of Architects, presented to Council in the fall of 2022.

All efforts were made to ensure the NOSA recommendations are complemented the selected speakers/topics. In instances, where a proposal was echoing an existing activity or a session, the two will be put together for either a panel presentation or a joint experiential offering.

For transparency purposes, the ad-hoc Committee members were required to disclose their personal partiality when it is pertinent to do so. Committee members were not participating in the discussion if they, through work or otherwise, directly or indirectly, had been involved in the project/case study which is proposed for presenting at the OAA Conference.

The process was focusing on ensuring to create a balanced and engaging continuing education programming for a diverse audience.

Council Approval

The list of continuing education sessions recommended for the upcoming OAA Conference is presented here for Council review and approval. Note that the list is not exhaustive i.e. could change due to speakers availability.

Action: To obtain Council approval of the continuing education session recommended for the OAA Conference 2023.

Attachments: **Appendix A** – List of Continuing Education Sessions recommended for 2023 OAA Conference

OAA Conference 2023
Continuing Education Sessions

APPENDIX A

Stamp	Proposal	Speaker	Title
#1B	Children's Treatment Centre	Ailsa Craigen, Lilia Koleva	Architect, Neuf Architectsts / Partner, Neuf Architects
#1A	Architecture after COVID	Albena Yaneva	Professor of Architectural Theory, University of Manchester
#3B	Membrane/Envelope Best Practices	Andy Thomson	Architect, Thomson Architecture Inc.
#4	Science North Expansion Thunder Bay	Ashley LaRose	CEO Science North
#2	Bindigen/ Anishnawbe Health	Brian Porter	Architect, Founder, Two Row Architects
#6B	Place des Arts	Brian Rudy	Partner, Moriyama & Teshima Architects
#9	Marketing Archirecture Firms, Past, Present and Future	Brynne Campbell	Marketing Director, Architecture Firm
#8B	College Boreal Tour and Case Study	Denis Ouimette	Professor College Boreal
#10	CHOP	Don Ardiel	Architect
#11	Managing Project Risk	Don Ardiel	Architect
#9	The Village B.C. Langley	Eitaro Hirota	Principal, EHA, Eitaro Hirota Architecrure Inc.
#3A	Centennial College A Block	Eladia Smoke	Principal Architect, Owner, Smoke Architecture
#13	Acoustic design & Indigenous spaces	Frances McGinnis/Amanda Robinson	VP Architectural Acoustics, Aerocoustics Engineering Ltd.
#15	With Dignity: Why Clever Design isn't enough	Holly Jordan	Architect, B+H Architects
#16	Dorset Project	Howard Rideout	Architect, Howard Rideout Architect
#17/#7	Privacy Care at Senior Living/Built Environment & Dementia	Huda Jama/Dr. Diana Anderson/Claudia Salgado	Architect, Ministry of Long Term Care/ MD. M.Arch/ Vice President Design, Amica Mature Lifestyles Inc.
#5	Rotterdam Roof Walk	Jan Knikker/Sanne Van Der Burgh	Partner MVRDV/ Associate Director, Architect MRVDV
#19	Sketching	Joel Berman	Architect, Joel Berman Architects
#20	An Authentic First Nations Design Experience	Joel Berman / Joanie Buckley	Architect, Joel Berman Architects/ Joanie Buckley Business Architect, Strategic Equation LLC
#39	Addressing Accessibility in Transit Architecture	Julian Lum-Smith	Architectural Designer and Universal Design Lead, IBI Group
#25	Embodied Carbon Work City of Toronto	Kelly Alvarez Doran/ Jeffrey Mitchell	Adjunct Professor, Faculty of Architecture UofT / Architect Diamond Schmidt
#24	MASS sustainable native communities	Kelly Alvarez Doran/ Joseph Kunkle	Adjunct Professor, Faculty of Architecture UofT/Principal and Director of SNCDL
#26	Mental Health Support	Kristina Schuhmann	Project Manager, University of Guelph
#10	Arena Community Centre North Bay	Marc Downing, Nathan Jensen	Principal, MJMA Architecture & Design
#27	Women's Hidden Homelessness (to be paired with #26?)	Maria Zakharova	Intern Architect, 3rdline.Studio
#29	A Culturally Integrated Approach to Panelized Construction	Matthew Solarski/Brian Porter	Director of Operations & Founder, Architect Two Row Architect
#8A	Indigenous Learning Centre Lakehead University	Nathan Jensen	President, Architect, Mitchell Jensen Architects
#30	Junction East Project Sudbury	Nicola Casciato	Principal WZMH Architects
#22	Regenerative Design: The Re-greening of Sudbury	Peter Beckett	Professor Emeritus of Ecology & Biology, Laurentian University
#6A	Climate Responsibility	Peter Braithwaite	Architect, Contractor, Owner, Peter Braithwaite Architect
#21	Qualifications -Based Selection Process	Robert Boyd + Toon Dressen	Senior Construction Manager, Development, Toronto Community Housing
#34	Additive Construction using disruptive technology	Tara Bisharat	Earth and Space Architect Consultant Designer
#35	Business Structures	Toon Dressen	President, Architects DCA
#38	Power of Pre-Design (roundtable but where?)	Valerie Dawn	Principal, Architect Glos Arch + Eng
#40	"Designing for Dignity" for Nunavut Inuit end-users	Wayne Olson/Justin LeClair/ Pitseolak Pfeiffer	Architect, Arctic Strategies Consulting/Architect Parking Architect/President and CEO Inuit Solutions

Memorandum

To: Council

Susan Speigel	Farida Abu-Bakare
Loloa Alkasawat	Ida Badre
J. William Birdsell	Kimberly Fawcett-Smith
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Marek Zawadzki	

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 4.3

From: Christina Karney, Vice President, Strategic

Date: January 13, 2023

Subject: **Appointments to Workforce 2030 and Compass Advisory Boards**

Objective: Council to consider sunsetting OAA appointments to the Compass and Workforce 2030 Advisory Boards

The OAA has held a seat on the Compass Advisory Board and the Workforce 2030 Advisory Board since they were established (approximately 2-3 years respectively). The OAA's existing member representative terms have come to an end at the close of 2022. The vacancies for each Board for 2023 were advertised to the membership via OAA News; however, the Association did not receive any indications of interest. To read about the Compass Tool, [click here](#). To read about the Workforce 2030 Coalition, [click here](#).

As Council is likely aware, the OAA often gets asked to appoint an OAA representative to outside groups. However, it is often the voice of the profession – not the regulator – that these groups need. We understand that there are architects on each of these boards already representing the profession.

Upon review of these appointments with the Sustainable Built Environment Committee (SBEC) in November, they did not express strong feelings about appointing new OAA members to either of these roles. Given the mandate of each of these groups they questioned the 'fit' in terms of the OAA being at the table, and that the roles may be better suited to the profession as opposed to the regulator. I am very mindful of the need to make the best use of our volunteer resources and request that Council considers sunsetting the OAA's participation on the Compass Advisory Board and the Workforce 2030 Advisory Board. In lieu, however, the OAA can continue to support these organizations through the exchange of information with our membership, and/or input into specific initiatives as deemed appropriate and in line with the OAA strategic plan.



Action

Council to consider the following motion:

It was moved by Karney and seconded by That Council sunset the OAA's participation on the Compass Advisory Board and the Workforce 2030 Advisory Board.

Attachments None

None.

Memorandum

To: Council

FOR COUNCIL MEETING
January 19, 2023
(open)
ITEM: 5.1

Susan Speigel	Farida Abu-Bakare
Loloa Alkasawat	Ida Badre
J. William Birdsell	Kimberly Fawcett-Smith
Christina Karney	Jennifer King
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Gaganjot (Gagan) Singh	Settimo Vilardi
William (Ted) Wilson	Thomas Yeung
Marek Zawadzki	

From: Christie Mills, Registrar

Date: January 9, 2023

Subject: ***Fair Access to Regulated Professions and Compulsory Trades Act (FARPACKA) – Canadian Experience Requirement (CER) Prohibition***

Objective: To review content of CER exemption request to the Ministry of Labour, Immigration, Training and Skills Development (MLTSD) via the Office of the Fairness Commissioner (OFC)

Background

The Fairness Commissioner assesses the registration practices of [regulated professions and trades](#) in Ontario to make sure they are transparent, objective, impartial and fair for anyone applying to practise their profession in Ontario.

The Office of the Fairness Commissioner (OFC) supports the Fairness Commissioner in acting on the mandate set out in the [Fair Access to Regulated Professions and Compulsory Trades Act, 2006](#) (FARPACKA) and the [Regulated Health Professions Act, 1991](#) (RHPA). In doing so, the OFC assesses every element of the registration processes.

New legislative changes to the FARPACKA are complete and will require consideration by OAA Council.

[Bill 27, Working for Workers Act, 2021](#), received Royal Assent on December 2, 2021. Included in this Bill is Schedule 3, which amends the FARPACKA in various ways (outlined in Council Memo January 20, 2022).

The Regulation has now been filed and may be viewed at [O. Reg. 261/22: GENERAL \(ontario.ca\)](#).

Statutory amendments re. the Canadian Experience Requirement (CER)

Prohibition :

Canadian Experience Definition and Exemption

Regulated professions in Ontario are now prohibited from requiring Canadian experience as a qualification for registration. Regulators have until December 2, 2023 (per section 10.2 of FARPACTA) to implement this change. “Canadian experience” means any work experience or experiential training obtained in Canada.

As recently clarified by the OFC and the MLTSD, a regulated profession may continue to accept Canadian experience to satisfy an experience-related qualification for registration if it also accepts international experience as an alternative to Canadian experience.

Exemption from the CER Prohibition

A regulated profession may apply for an exemption from the prohibition on the grounds of public health and safety. The Fairness Commissioner must first review a regulator’s request for an exemption and then provide a recommendation to the Minister as to whether the exemption should be permitted.

An application for an exemption referred to in section 10.2 of the *FARPACTA* must include the following information:

1. The reasons the exemption is necessary for the purposes of public health and safety.
2. A statement as to whether any body that regulates the same profession as the regulated profession in another Canadian province or territory has eliminated its requirement for Canadian experience as a qualification for registration.
3. A summary of any other facts relevant to the application.
4. A statement of the law and authorities relating to the application, if any.
5. Any supporting documentation.

In reviewing a regulated profession’s application for an exemption for the purpose of making a recommendation to the Minister, the Fairness

Commissioner shall consider any information provided in the application and may consider any other relevant information.

The OFC believes that the following questions should be considered by regulators seeking an exemption from the CER prohibition:

- Why does the regulator need this particular set of requirements for entry to the profession or trade? What empirical evidence has the regulator gathered to support this proposition? Is the basis for making the original decision to impose a Canadian experience requirement still valid?
- Are these requirements necessary and relevant for the work to be performed? If so, what evidence or facts exist that would establish that proposition?
- If the regulator were to make changes to its current experiential training requirements, at what point would these no longer constitute a Canadian experience requirement?
- Where a regulator has established one or more alternatives through which ITIs can fulfill their experiential learning requirements to the profession or trade, would it now be possible to rely on them predominantly or exclusively?
- Could Canadian experiential goals be more equitably achieved once the candidate has been registered as, for example, part of the regulator's quality assurance and / or continuing education programs?
- Should a regulator decide to seek an exemption from the prohibition against a Canadian experience requirement, can it reasonably demonstrate that the exemption is necessary for the purpose of public health and safety?

Update

In September 2022, Council directed staff to move forward on a CER exemption request submission. Attached is a draft response to the five questions set out by the OFC. Upon review, the Registrar is seeking comment from Council related to the content of the draft submission and if there are further considerations to include related to the health and safety public interest argument/rationale.

Further Considerations

The exemption request should be submitted to the OFC as soon as possible. After which time Council will need to turn its attention to the possibility of the

request being denied. If Ontario is no longer permitted to require Canadian experience as a qualification for licence, assessing and ensuring competency to practice will have to be established in some other manner. If a new process needs to be implemented it will have to be in place to meet the OFC transition deadline of December 2, 2023.

Action: **If there are no further considerations to be added to submission content, Council to approve draft to be finalized and submitted to the OFC.**

Attachments: CER Exemption Request Draft with five Appendices

Canadian Experience Requirement (CER)

Objective	CER Prohibition Exemption Application to the Office of Fairness Commissioner
Reference	<i>Fair Access to Regulated Professions and Compulsory Trades Act, 2006, S.O. 2006, c. 31</i>
Date	November 2022

The Ontario Association of Architects (OAA) thanks the Office of the Fairness Commissioner (OFC) for this opportunity to submit information regarding Canadian experience requirements. As the regulator for the architecture profession in protection of the public interest, the OAA takes very seriously its role in ensuring a safe built environment for Ontarians, while also being mindful of the critical need for an equitable, diverse, and inclusive profession that is strengthened by the involvement of those who have been trained or licensed outside the province.

The Association is respectfully asking for an exemption from the Canadian Experience Requirement (CER) prohibition. This document seeks to provide the OFC with as much information as possible to offer rationale for this request, but do not hesitate to reach out should you require additional data or clarification.

1. Reasons the exemption is necessary for the purposes of public health and safety

Architects bear a tremendous responsibility to ensure the built environment provides a safe and secure future, even long after that individual's career is over. As such, the removal or change of any entry requirement must be carefully considered from a safety and public interest perspective.

In Ontario, the pathway to becoming an Architect from the completion of academic degree requirements can take an average of five to six years. The individual then has a clearly defined scope of practice as set out in the [Architects Act](#) and related legislation. Many international jurisdictions have radically different licensing frameworks, and even the title of 'Architect' can mean very different things in different countries. Therefore, to ensure the safety of Ontarians, it is critical to examine parity and mutuality of training, skill development, and entry-level competence.

The complexity and level of risk to the public distinguishes the architecture profession in Ontario from the compulsory trades and other regulators named in Schedule 1 of *FARPACTA*. The OAA's core responsibility is to ensure candidates for licensure are competent to practise and that they do not pose a risk to public health and safety.

To better understand Ontario's reputation for architecture and construction quality, the World Bank Group—a global financial institution offering capital-project loans and grants to lower- and middle-income national governments—provides some context. The group offers a meta-analysis of the construction standards of 190 countries and assigns a Building Quality Control Index (BQCI) score to benchmark global best practices. Ontario data was used to calculate Canada's score, which is an admirable 14 out of 15. Of the other countries, 170 received lower scores—with 70 lower than "10" and 41 below half the available score.

The requirements to be licensed in Canada (specifically, Ontario) are more rigorous than are found in other jurisdictions. Therefore, comparing training or experience between countries should not be viewed as like-to-like. There are catastrophic and deadly consequences of buildings not being safely designed (or failed to be inspected/maintained), as witnessed by a number of recent building failures around the world.

The OAA is committed to bringing internationally trained architects (ITAs) into the profession, as evidenced by the various

programs and pathways the Association has supported, established, and continues to explore. Just last fall, the OAA co-hosted with the Canadian Architectural Certification Board [CACB] and Toronto Society of Architects (TSA) a special [online info session](#) to share some of the different paths to architecture licensure in Canada for internationally trained professionals.

However, any measure requiring the OAA to narrow the standards of licensure—including the lowering or elimination of experience requirements—could pose serious risk to public health and safety. Changes to the licensing process must be made in accordance with the careful study of available evidence and consideration of prevailing licensing standards. This duty to the public is legislatively prescribed to the OAA via its principal object in the *Architects Act* in section 2(2), R.S.O. 1990, and was upheld in 2007 through the Ontario Superior Court’s recognition of the “exclusive regulatory jurisdiction” in *Association of Professional Engineers of Ontario v. Ontario (Municipal Affairs and Housing)*, 2007 CanLII 17629 (ON SCDC).

There is only one class of legislated Architect licence in Ontario, and there are no specialties or controlled acts. Once licensed, an Architect is legally authorized to design and administrate during construction any type of building, from family dwellings to community centres, universities, and skyscrapers. All building types have inherent risk to the health and welfare of the public in Ontario, ranging a large spectrum—from the threat of collapse to less-obvious building envelope issues and environmental implications and financial risks to the clients and stakeholders. Managing these risks requires gaining competency in the application of the multi-layered legislative context that is specific to building in Ontario and unique to each project.

Architecture is an incredibly complex profession, requiring extensive, direct work experience covering specific areas that cannot be acquired through an academic setting. There may be a similarity globally in the content of architectural *education*, however, the actual *practice* of architecture (and the scope of an Architect) differs significantly in Canada from many other parts of the world.

The fundamental and explicit purpose of the legislated requirements for licence, inclusive of 940 hours of local experience, is to safeguard and serve the health and welfare of the people of Ontario. The province has an interest in ensuring buildings do not collapse or wreak damage on people and property.¹

The OAA remains concerned of the potential for lapses in public health, safety, and welfare should the Canadian Experience Requirement be prohibited for the architectural profession. While there may be risks in all professions, the possible dangers within the architectural sector are expressly tied to physical health and safety—both short- and long-term welfare.

Especially given the wide range of climactic conditions experienced in Ontario, contemporary buildings are extremely expensive. In cases where they fail to function as intended, or demonstrate defects, there are also legal and financial implications that can be significant.² Unintended deviations from standardized building practice have a significant impact on quality control and are often not identified until the project is underway or completed. Additionally, many buildings have defects not immediately apparent when they are put into service. In many cases, inadequate understanding of the building code and lack of knowledge and experience regarding good building practices have been identified as concerns.³

An Architect’s duty of care extends from designing appropriately for the site and context to ensuring the result is in conformance with the requirements as permitted. This includes educating the client of the risks of any deviations.⁴ A lack of familiarity with the Canadian practice standards and processes increases the potential for hazard, uncertainty, and risk for owners and the public.

An Architect in Ontario offering or providing any services falling within the definition of the practice of architecture⁵ is bound by the requirements not only in the *Architects Act*, but also any other legislation related to the construction, alteration, or enlargement of a project in the province as set out in Regulation 27 section 42.⁶ It has always been the OAA’s position that direct, local experience is critical to the [competency required](#) to safely practise in Ontario—a requirement that, in addition to extensive training and education, has overwhelmingly continued to keep the public safe.

The OAA has several licensure pathways for internationally educated or licensed architects. This includes the [Broadly Experienced Foreign Trained Architect](#) program (BEFA), [Mutual Recognition Agreements and Treaties](#), [exemption requests to Council](#), and the [Internship in Architecture Program](#) (IAP) wherein international experience is recognized.



(Many of these topics were discussed in the previously mentioned webinar for ITAs.)

In Ontario, the required professional competence is most often obtained and demonstrated through a combination of formal education, supervised experience, the [OAA Admission Course](#) and professional examinations as set out in the Regulations and further elaborated in the IAP Manual. The [Regulatory Organizations of Architecture in Canada](#) (ROAC)—formerly known as the Canadian Architectural Licensing Authorities (CALA)—have adopted common admission standards regarding education, architectural experience, and examination. Such standards facilitate reciprocal registration/licensing across Canada under a reciprocity agreement entered into by all ROAC jurisdictions. It has been suggested an academic course or similar be developed as an alternative to the requirement for local experience. However, the required admission/registration standards already include mandatory courses and examination; further, they affirm local CER remains critical to meeting the required competency to practice architecture in Ontario.

The OAA has long recognized the necessity and importance of alternative means to assess competency for registrants. Individuals pursuing licence are able to seek exemption from some or all of the licence requirements (inclusive of Canadian experience) in Ontario as set out in section 13 of the *Architects Act* (elaborated below).

Further Considerations

Regardless of the number of stakeholders and professionals involved in the design of the built environment, the Architect is ultimately responsible for confirming to the authorities having jurisdiction (AHJs) that what has been built is as permitted, in accordance with local legislation(s) and safe for use by the public. It is difficult to imagine assigning this level of responsibility to individuals who have no practical experience in Ontario. The following represent further considerations as it relates to local competency.

Climate stability

Response to climate change requires site-specific solutions. For those involved in the design of buildings and cities, whether Architects, urbanists, or citizens, there is a deep responsibility to be aware of, and design for, the impact of climate change. With 36% of global energy devoted to buildings and 8% of global emissions caused by cement alone in 2021, the architectural community is deeply entwined with the flows of materials, energy, and ideas related to climate change—both in terms of causes and solutions.⁷ These flows are specific to location and cannot all be applied interchangeably for the design of buildings in different areas in the world.

Local knowledge and familiarity with Ontario's environmental conditions are critical for developing and designing buildings and a built environment that meet Canada's building performance, best practices, resource, and energy use targets. Design for the built environment in Ontario is not simply about general cold-climate competency—rather, it is cold-climate design *specific* to local conditions and considerations found in Ontario.

Our country is warming at approximately twice the rate of the global average, and the Northern region is warming even faster.⁸ Additionally, extreme warm temperatures have become hotter while extreme cold temperatures have become less cold.⁹

A broad range of risks to the health and well-being of Canadians from climate change were identified more than two decades ago by scientists.¹⁰ Subsequent science assessments and related studies, from national to local levels, have suggested health risks are increasing, posing serious threats to populations and significant impacts on some individuals and communities from current climate variability.¹¹ An increase in some diseases, such as Lyme disease, are due in part to a changing climate.¹² Further, the observed increase in the frequency and severity of extreme weather events and disasters such as extreme heat events and wildfires, as well as the expected increases in extreme precipitation with a warmer climate and associated flood risks in some areas, call for a better understanding of the populations and regions at higher risk to impacts on health.

The responsive and responsible design of the built environment and the health of Ontario communities must not be considered mutually exclusive. This is critical not only from the perspective of designing buildings in a manner that addresses embodied carbon and energy use, but also in a manner that addresses events that threaten local communities (e.g. extreme temperatures, flooding, fires).



Building Envelope

Known as the “building envelope,” the assembly of exterior items enclosing a building represents the single most important design element—it affects everything from energy use, indoor air quality, and experiential comfort to durability and affordability. The design of the envelope is unique to where the building is located and the inherent building science of that region. In other words, envelope design approaches from different climates are *not* interchangeable, as best practices are responsive to local climate and conditions.

The differences in thermal barrier requirements in buildings across the world are influenced as much by the differing priorities of the governing bodies that set these requirements as they are by actual physical demands and conditions. Usually, national requirements for building envelope characteristics such as thermal insulation values, thermal energy system resilience, building envelope airtightness, vapour permeability, building mass, and detailing are based on economics, durability, and environmental considerations.¹³ Applying improper design strategies to a building envelope represents a great risk to the health and welfare of present and future occupants—from catastrophic collapse to long-term health implications related to indoor air quality, not to mention the financial and energy use implications these design failures represent for the public.

Federal Focus on Responsive Strategies

In November 2022, Canada released its [National Adaptation Strategy](#), which clearly acknowledges the need for understanding and appreciation of local communities and best practices when it comes to the responsible design of the built environment. In addition to the focus on planning for an environment supportive of marginalized populations, including low-income, underserved, racialized, or immigrant communities and Northern-specific issues, the strategy also calls out the need for professionals to invest in expanding professional capacity for adaptation. More specifically:

Professional associations create communities of practice, set standards of excellence, and promote professional development amongst professionals within a given field. Due to their leadership positions within specific areas of work, they are well placed to influence climate adaptation action and help support integration of adaptation into their professional activities, including by:

- *Developing climate resilience guidelines for their members;*
- *Integrating climate change considerations into their codes of conduct and ethics;*
- *Establishing best practices related to climate change adaptation;*
- *Building awareness of climate risks and offering training and education to their members on adaptation;*
- *Integrating adaptation competencies into their education and professional development requirements;*
- *Providing up-to-date information on new technologies and approaches to reduce climate risks;*
- *Encouraging the uptake of new practices, designs, and technologies through guidance documents to spur innovation in industry; and*
- *Regulating requirements for special designations.*¹⁴

The OAA recognizes that being a responsive regulator means seeing the requirement for local experience as a critical and direct method to ensure licensees are aligned with the federal priorities of the National Adaptation Strategy.

Reciprocity

The foundation of ROAC’s licence reciprocity across Canada is founded on the consistent application of the national licensing program by all jurisdictions. Current and pending Mutual Recognition Agreements (MRAs) are based on the existing licensing requirements for Canadian Architects. If Ontario is required to eliminate one of the core licence requirements, it remains to be seen how this will impact these licence-for-licence agreements both in domestically and internationally.



An Architecture Policy for Canada

The OAA and many other ROAC members, in collaboration with members of the Canadian Council of University Schools of Architecture (CCUSA) and the Royal Architectural Institute of Canada (RAIC), are currently leading a nation-wide discussion about how architecture can help create a better quality of life for all people across Canada. Through their work, they have created the Vision of Value document that sets out national policy groundwork to Building Thriving Communities for All Canadians.

This work represents the future of architecture in Canada and what the public should expect from a national policy and, in turn, the professional service of an Architect. To align with this vision and contribute meaningfully to the built environment, familiarity and competency with practice in Canada would be essential.

In other words, when a member of the public retains an Architect, it should be with the confidence that the professional is an expert within the context for which they have been engaged. This means an assurance the project will be designed and built having consideration for all local requirements and best practices. The OAA would be severely challenged to uphold its mandate to serve and protect the public of Ontario, if it is prohibited from requiring its licensees gain practical experience in Canada.

2. A statement as to whether any body that regulates the same profession as the regulated profession in another Canadian province or territory has eliminated its requirement for Canadian experience as a qualification for registration.

All provincial and territorial regulatory bodies for the practice of architecture—that is, the 11 members of ROAC—require Canadian experience as a qualification for licence.

Statutes enacted by the legislatures of the Canadian provinces and territories stipulate who may carry on the practice of architecture. These statutes contain and define the general admission requirements by respective provincial or territorial jurisdiction based on the expected standard competencies of applicants, as developed by ROAC. As noted above, the regulators who comprise ROAC are responsible for setting the standards for entry into the profession and for issuing licences to those meeting established standards of qualifications and practice.

Through ROAC, the Canadian architectural regulators work collectively to develop, approve, and adopt nationally recognized standards and programs that meet their regulatory responsibilities. These standard competencies are not static—ROAC works continually to review and update these competencies to keep pace with an evolving and dynamic industry and profession. However, the one competency that has *not* changed and remains universally expected across the country is the requirement for local experience prior to licence.

All the Canadian regulators of architecture have determined the need for maintaining a period of defined local work experience as the only opportunity for applicants to gain hands-on experience and obtain knowledge through direct exposure to the many facets of an architectural process in their respective jurisdiction.

3. A summary of any other facts relevant to the application.

All the OAA licensure experience requirements are bona fide and reasonable, as Architects must meet and maintain a minimum standard to protect the health and safety of the people of Ontario. The academic and experience requirements for licence:

- were adopted and undergo regular national review to rationally connect them to the professional services expected to be executed by an Architect in Ontario;
- were developed in good faith and in the belief that they are necessary to fulfil the competency expectations for an Architect; and



- are reasonably necessary to achieve demonstrable competency expectations for an Architect in Ontario.

The OAA has been in existence since 1890. Our governing legislation is the *Architects Act*, R.S.O. 1990 c. A. 26 and the *Architects Act Regulations*, R.R.O. 1990, Reg. 27.

Since 1890, on average, more than 35% of our licensed members have an academic origin other than Canada. Separately, an average of 22% of members licensed with the OAA were educated in a country other than Canada or the United States. Currently, 734 of the 1,947 intern architects in the Internship in Architecture Program—that is, 37%—have an academic origin outside Canada or the United States.

To become licensed as an Architect in Ontario you must:

- (1) have a professional degree in architecture or an equivalent degree certified by the Canadian Architectural Certification Board (CACB), a national body developed and funded by the 11 Regulatory Organizations of Architecture in Canada to assess education for every Architect in Canada regardless of where they were educated;
- (2) pass the Exam for Architecture in Canada (ExAC) or the Architectural Registration Exams (ARE) from the United States;
- (3) take the mandatory OAA Admission Course (whose only requirement is full attendance); and
- (4) submit a minimum of 3,720 hours (approximately two years) of work experience under the personal supervision and direction of an architect, of which 940 hours (approximately six months) must be done in Ontario under the personal supervision and direction of an Architect licensed in Ontario.

The OAA records individuals' academic origins, using this data to understand where applicants received their education. Of the 2,525 individuals the OAA has licensed in the last 10 years:

- 1,858 registrants had academic origins in Canada and the United States;
 - 503 registrants with academic origin in Canada or the United States availed themselves of MRAs or reciprocity agreements
- 647 registrants had international academic origins;
 - 217 were previously licensed; 40 of which availed themselves of the BEFA program and 58 availed themselves of MRAs or reciprocity agreements; and
- 20 achieved licensure via the RAIC [Syllabus Program](#).

Individuals who were not previously licensed but received a professional degree in architecture typically move through the national Internship in Architecture Program. Those seeking licence in Ontario are able to work within the profession at an architectural practice or eligible employment situation to gain the CER—an individual does not need to be licensed to work in the profession under the supervision of an employer practice.

The OAA has looked at the timelines for the above 2,525 individuals to discern if there is a disproportionate impact for any group as it relates to attaining the requirements in order to apply for licence. Of them, 621 availed themselves of mutual recognition agreements and treaties, reciprocity agreements, the BEFA program, and the RAIC Syllabus Program. With respect to the remaining 1,904 individuals who needed to complete the IAP:

- There were 1355 registrants with Canadian or U.S. academic origins, and the average time between enrolling in the internship program and attaining licence was 5.92 years; and
- There were 549 registrants with international academic origins, and the average time between enrolling in the internship program and attaining licence was 5.55 years.

As can be seen by these timelines, using 10-year simple averages, there does not appear to be a disproportionate impact on the licensure trajectories for any group of applicants. In fact, on average, it was modestly shorter timeline for those with international academic origins.



The OAA is a proactive regulator, seeking to reduce barriers to licensure in a way that continues to prioritize public safety. These measures are extensive and varied, including:

- Being a signatory to the *Canberra Accord on Architectural Education*, recognizing educational equivalencies;
- Being a signatory to mutual recognition agreements between the provinces and territories, a mutual recognition agreement with the United States, a tri-national agreement between Canada, the United States and Mexico, and an agreement between Canada, Australia, and New Zealand (a significantly larger agreement is currently being negotiated within the signatories within European Union);
- Having supported the development and implementation of the BEFA program, providing an alternative pathway for foreign architects to become licensed;
- Enabling its governing Council, with authority under the *Architects Act*, to grant an applicant an exemption from “all or part of the academic and experience requirements” on account of the individual’s qualifications, knowledge, and experience;
- Granting project-specific temporary licenses to practitioners and practices; and
- Allowing foreign architects to practise under the supervision of an OAA licensed Architect.

The OAA remains concerned that, without an exemption the CER prohibition, changes to the licence requirements in Ontario could affect the licence for licence reciprocity and treaty agreements currently in place.

When considering internationally trained applicants, it is important to distinguish an Internationally Trained Architect (i.e. licensed) applying for licence in Ontario from an internationally trained individual (i.e. not previously licensed). Architects licensed in foreign jurisdictions may avail themselves of a [mutual recognition agreement](#) if available, along with the aforementioned [BEFA Program](#), the [Internship in Architecture Program](#), or an [exemption request to Council](#). The necessity for CER depends on the path chosen.

Individuals who are not previously licensed, but received a professional degree in architecture, would typically move through the national IAP much like the individuals from an accredited Canadian or U.S. school of architecture. Their professional degree would need to be certified by the [CACB](#). All applicants, domestic and international, would require CER. To be considered an “eligible applicant” for licence, all individuals would have completed the 940 hours CER as set out in the [Regulations](#) under the [Architects Act](#) or received a [Council exemption](#).

The academic and experience requirements are set out under section 13 of the Act and explicitly in section 31 of the Regulation. However, upon application for licence, requests for exemption from some of the legislated requirements will be considered by OAA Council, which must respond to all formal and complete requests. The powers and jurisdiction of Council will be exercised within the principles set out in the Act and Regulation. The purpose of section 13(1)(d) and (e) of the Act and section 33 of the Regulation is to provide a procedure for an applicant who can demonstrate circumstances their qualifications, knowledge, or experience merit exemption.

4. A statement of the law and authorities relating to the application, if any.

The OAA has a statutory obligation under the [Architects Act](#) to ensure those in the architecture profession meet the prescribed requirements prior to licensure. The OAA must consistently apply the legislated requirements in accordance with section 31 of the Regulation in order to fulfil its statutory obligation.

From [R.R.O. 1990, Reg. 27: GENERAL](#) under [Architects Act](#), [R.S.O. 1990, c. A.26](#)

31. *For the purposes of clause 13 (1) (d) of the Act, the following are the academic and experience requirements for the issuance of a licence to a person:*

- 1. The person must hold a degree in architecture from a post-secondary institution or must have successfully completed the Royal Architectural Institute of Canada Syllabus.*



2. *The person must hold a Certificate of Certification issued by the Canadian Architectural Certification Board.*
3. *The person must have completed the admission course offered by the Association.*
4. *The person must have successfully completed one of the following:*
 - i. *The Examination for Architects in Canada published by the Association.*
 - ii. *The Architect Registration Examination of the National Council of Architectural Registration Boards.*
 - iii. *Any combination of the components of the Examination for Architects in Canada published by the Association and of the Architect Registration Examination of the National Council of Architectural Registration Boards that, considered as a whole, is equivalent to one of those examinations, as approved by the Council.*
5. *The person must have completed a total of 3,720 hours of experience that meets the requirements of the Intern Architect Program published by the Association. The experience must include,*
 - i. *at least 940 hours of experience in Ontario under the personal supervision and direction of a person licensed to engage in the practice of architecture in Ontario, which must be completed within the three years before the date on which the person applies for the licence, and*
 - ii. *at least 2,780 additional hours of experience under the personal supervision and direction of a person authorized to engage in the practice of architecture. O. Reg. 430/97, s. 1; O. Reg. 337/08, s. 1; O. Reg. 150/11, s. 1.*

33. *The Council may, where it is of the opinion that the applicant's qualifications, knowledge and experience so merit, grant an exemption from all or part of the academic and experience requirements set out in this Regulation. R.R.O. 1990, Reg. 27, s. 33.*

Any supporting documentation.

Please see attached Appendices:

- Appendix 1 - 2022 01 25 – FARPACTA regulations consultation - session 3 OAA responses;
- Appendix 2 - 2022 03 09 – OAA Consultation Letter to MLITSD;
- Appendix 3 - 2022 08 19 – OAA Correspondence to OFC re CER rationale;
- Appendix 4 - 2022 09 14 – OAA Responses to OFC re CER queries;
- Appendix 5 - 2021 12 10 – OAA Responses to OFC questionnaire.

¹ *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 7.

² From *Canadian Underwriter* magazine, "Building Defects," by Stephen Blaney and John McGlone (May 31, 2011)

³ From *Canadian Underwriter* magazine, "Building Defects," by Stephen Blaney and John McGlone (May 31, 2011)

⁴ 49. The following are prescribed as standards of practice:

8. Every member or holder shall present clearly to the member's or holder's employer or client the consequences that may be expected from any deviation in a design for which the member or holder is responsible in a case where the member's or holder's judgment is overruled by nontechnical authority.

⁵ *Architects Act* R.S.O. 1990, CHAPTER A.26

"practice of architecture" means,

- (a) the preparation or provision of a design to govern the construction, enlargement or alteration of a building,
- (b) evaluating, advising on or reporting on the construction, enlargement or alteration of a building, or
- (c) a general review of the construction, enlargement or alteration of a building; ("exercice de la profession d'architecte")

⁶ 42. For the purpose of the Act,



“professional misconduct” means,

1. Contravention of any provision of the Act, or the regulations.
2. Knowingly contravening any provision of the Building Code Act, 1992 or the building code.
3. Knowingly contravening any federal, provincial or municipal law, regulation or by-law relating to the construction, enlargement or alteration of buildings.
4. Authorizing, permitting, counselling, assisting, aiding, abetting or acquiescing in any contravention of a federal, provincial or municipal law, regulation or by-law relating to the construction, enlargement or alteration of buildings.
5. Permitting, counselling, assisting, aiding or abetting any person who is not a member or a holder of a certificate of practice, a certificate of practice issued under section 23 of the Act or a temporary licence to engage or hold himself, herself or itself out as engaging in the practice of architecture.
6. Authorizing, permitting, counselling, assisting, aiding, abetting or acquiescing in any contravention of the Act or the regulations by any person.

⁷ The Facts about Architecture and Climate Change, [Arch Daily](#), Niall Patrick Walsh, August 18, 2021.

⁸ Health in a Changing Climate 2022, [Climate Change and Health Linkages](#), *National Adaptation Strategy*, Section 1.2, Figure 1.1; Bush & Lemmen, 2019.

⁹ Health in a Changing Climate 2022, [Climate Change and Health Linkages](#), *National Adaptation Strategy*, Section 1.2.

¹⁰ Health in a Changing Climate 2022, [Climate Change and Health Linkages](#), *National Adaptation Strategy*, Royal Society of Canada, 1995; Koshida & Avis, 1998; Health Canada, 1999

¹¹ Health in a Changing Climate 2022, [Climate Change and Health Linkages](#), *National Adaptation Strategy*, Séguin, 2008; Gosselin, 2010; Berry et al., 2014a; Berry et al., 2014b; Levison et al., 2018

¹² Health in a Changing Climate 2022, [Climate Change and Health Linkages](#), *National Adaptation Strategy*, Hoegh-Guldberg et al., 2018.

¹³ *Building Envelope Characteristics in Cold Climates*, [Published in ASHRAE Transactions, Volume 127, Part 2](#).

¹⁴ [Canada's National Adaptation Strategy](#), *Building Resilient Communities and a Strong Economy*, Environment and Climate Change Canada, page 40



Fair Access to Regulated Professions and Compulsory Trades Act, 2006

**Proposed Regulations:
Prohibition of Canadian Experience Requirements
Additional Regulator Feedback**

Thank you for your interest and participation in our consultation on January 19, 2022 regarding proposed regulations related to the prohibition of Canada experience requirements under the *Fair Access to Regulated Professions and Compulsory Trades Act, 2006*. Should your organization have additional feedback in response to the proposal, you are invited to share your feedback in the form below.

Please return completed forms to Arti Persaud at arti.persaud@ontario.ca and Heather Robbins-Ballard at heather.robbyns-ballard@ontario.ca **by January 26, 2022**.

Respondent Information

Organization: Ontario Association of Architects

Contact Name: Christie Mills, Registrar

Email: ChristieM@oaa.on.ca

Consultation Questions

- 1. If you have a requirement that meets this definition, what would be involved in transitioning to remove it or offer alternatives? What steps would your organization take between now and December 2, 2023 to remove the requirement or offer alternatives?**

The OAA already has a number of alternative pathways to assist internationally trained applicants (ITA) in becoming licensed in Ontario. Generally speaking, ITAs will either enter the profession through the Broadly Experienced Foreign Architects Program (BEFA) which is administered at a national level, or the Internship in Architecture Program (IAP), a national program that is administered at a provincial level. Both BEFA and the IAP have a Canadian experience component. Since BEFA is administered by the Canadian Architectural Certification Board (CACB), they would be required to amend the requirement to have six months of Canadian Experience. The CACB would also need to introduce a means of assessing competence that would have otherwise been addressed through this experience. The alternative means of assessing competence would also need to be ratified by all 11 architectural licensing authorities. Applicants seeking licensure through the OAA directly have the ability to seek an exemption of the experience requirements specified in the regulations of the Architects Act (the Act). The exemption process is available to any applicant who seeks it. The applicant would be subject to an

assessment interview before the Experience Requirements Committee (ERC), as an alternative means of assessing entry-level competence. If the ERC deems that the applicant is competent, the recommendation is put to OAA Council, who may exempt the applicant from the prescribed experience requirements. The ERC may also decide the applicant needs to gain additional experience in order to achieve competency and require they do so and return for a subsequent assessment. Should the exemption process not satisfy FARPACTA'S regulations, the IAP's Canadian experience would need to be amended at a national level and an alternate means of assessing competence would need to be approved, developed, and implemented to ensure the public's health and safety are protected. Depending on the parameters of the alternatives that are acceptable under the FARPACTA Regulations, December, 2023 is an ambitious timeline to ratify, develop, and implement alternative means of assessing competence that adequately addresses the underlying health and safety concerns associated with gaining Canadian experience prior to licensure.

2. Do you anticipate any barriers to remove a Canadian experience requirement or to offer alternative pathways to recognize international experience?

As expressed by fellow regulators, the OAA would be concerned about any measures that would provide a pathway to ITAs that would fall below the standards and requirements for domestically-trained applicants. During the course of proactively investigating mutual recognition agreements (MRA), the OAA identified significant disparities in education, training and experience towards licensure which prevented an MRA from being ratified. Through the Architects Act, and the support of the Attorney General, the OAA has been designated the authority to set and maintain standards of competence that ensure public health and safety are protected. As such, the OAA anticipates that it will take considerable effort and time to implement additional processes that are aligned with the licensing standards currently in place. Canadian Experience has been a longstanding requirement for licensure due to the unique circumstances of practicing in Canada. A significant barrier is the potential effect FARPACTA will have on the Canadian Reciprocity Agreement, existing Mutual Recognition Agreements and the pending European Union Mutual Recognition Agreement. Should "Canadian Experience" and "experiential training" be defined broadly in the regulations of FARPACTA, OAA is deeply concerned that this may have the unintended consequence of removing any experiential training requirements from ITAs, thereby lowering or even removing longstanding entry-level requirements.

3. What standards should be met, and factors considered, to ensure an alternative pathway provides a viable pathway for internationally trained applicants, i.e., to ensure it is fair and accessible?

It should be noted that the profession of architecture in Ontario (and Canada) and the protected scope of practice limited to licensed architects encompasses a narrow class of building types and sizes, which include Institutional or Assembly type buildings (e.g. concert halls, libraries, museums), and large/multi-storied buildings (e.g. skyscrapers, condo towers, hotels). The public domain of work (unprotected scope) includes residential homes, townhomes, smaller commercial buildings and most interior design. The profession of architecture in Ontario is relatively small with only 4,300 members and 1,900 architectural practices who are entitled to offer architectural services to the public. The skills and experience of ITAs are directly transferrable to a number of activities that fall within the public domain. Further, the Architects Act permits applicants to work directly under the supervision of a licensed architect in areas that fall within an architect's protected scope of practice. As such, there are little to no regulatory barriers which prevent an ITA from commencing work in their field. Should an ITA seek licensure and the ability to practice in the protected domain without supervision, and hold the title of 'architect', the standards ought to align with those required to be met by domestically trained applicants. The training and entry requirements that have been established by the OAA since 1889 have evolved cautiously and incrementally over this long history, and always with the public's health and safety at the forefront of each transition. Architects bear a tremendous responsibility to ensure that the built environment provides a safe and secure future—often long after the architect's career is over. As such, careful consideration ought to be given from the removal or change of any entry requirement. Typically, in Ontario and Canada, the pathway to becoming an architect from the completion of the academic degree requirements can take an average of 6 years. Many international jurisdictions have radically different licensing frameworks and the title of 'Architect' can mean very different things. The parity and mutuality of training, skill development, and entry-level competence are important factors to be considered.

4. Are there any supports your organization would require from the ministry or the Office of the Fairness Commissioner to help transition?

Should the OAA identify opportunities to further streamline experience requirements (i.e. a targeted bridging course or different assessment processes), the OAA would benefit from funding to develop and implement such programming.

5. Do you anticipate making a request for an exemption from the regulation?

The OAA anticipates making an exemption request on the grounds of health and safety.

6. If so, do you have a sense of the reasons for the request?

The OAA is committed to refining, developing and implementing registration practices that are transparent, objective, impartial and fair. To ensure there is fairness, there ought to be parity between an ITA and a domestically trained applicant. It takes an architect roughly the same length of time to become licensed in Ontario as it does a medical doctor. The complexity and level of risk to the public distinguishes the architecture profession in Ontario from the compulsory trades and other regulators named in Schedule 1 of FARPACTA. The OAA's core responsibility is to ensure that candidates for licensure are competent to practice and that they do not pose a risk to the public health and safety. As context, the World Bank Group provides a meta-analysis of the construction standards of 190 countries, including the assigning of a Building Quality Control Index (BQCI) score. Canada (using Ontario data to develop the rating) receives a score of 14 out of 15 on the BQCI. Of 190 countries, 170 received a lower score than Canada. Seventy countries scored less than 10 out of 14, and 41 countries are rated at less than half the available score. Training or experience in any jurisdiction ought not be viewed as like-to-like. There are catastrophic and deadly consequences of buildings not being safely designed (or failed to be inspected/maintained), as witnessed by a number of recent building failures around the world. The OAA is committed to bringing ITAs into the profession, as evidenced by the various programs and pathways the OAA has supported, established, and continues to explore. Any measure that would require the OAA to reduce the standards of licensure, to reduce or eliminate experience requirements, or to have sufficient time and resources to develop suitable means of assessing competency, poses a serious risk to the public's health and safety. Any changes to the licensing process ought to be made in accordance with the careful study of available evidence and consideration of prevailing licensing standards. This duty to the public is legislatively prescribed to the OAA via its principal object in the Architects Act at section 2(2), R.S.O. 1990, and was upheld in 2007 through the Ontario Superior Court's recognition of the "exclusive regulatory jurisdiction" in 'Association of Professional Engineers of Ontario v. Ontario (Municipal Affairs and Housing)' 2007 CanLII 17629 (ON SCDC).

7. What support would you need from the ministry of the Office of the Fairness Commissioner to make a request?

The OAA would require significant notice to be able to prepare our request. The OAA is currently embarked on a number of internal undertakings aimed at improving our regulatory processes which draws on available resources. The OAA is also

involved in a significant number of other legislative, regulatory, and consultative efforts by the government which strains our ability to respond within aggressive timelines.

Supplementary Questions

- **If your organization currently has an experiential training requirement, how do you define experiential training and how is it used to assess the competencies required for your profession?**

“Experiential training” is defined as architectural experience gained under the personal supervision and direction of a registered/licensed Architect approved by the Regulatory Organizations of Architecture in Canada (ROAC) jurisdiction, either in an architectural practice or other eligible architectural employment situation, as defined by the national Internship in Architecture Program (IAP). ROAC has worked collectively to develop and adopt nationally recognized standards of competence. These standards are embodied in the Canadian Standard of Competency for Architects, which establishes consistent criteria that candidates must meet regardless of their chosen path to licensure. The architectural experience must be approved by the OAA and must demonstrate competency in three separate categories for a total of 17 separate competency areas. Applicants must gain 3720 experience hours in these categories and must be submitted through a Canadian Experience Record Book (CERB). An OAA staff team reviews the applicants’ CERB submissions and will certify which competencies have been met, at the completion of every 900 to 1,000 experience hours.

Additional Feedback

- **If your organization has any additional input on the proposal, or feedback on the January 19, 2022 consultation session you wish to share, we invite you to share it below.**

The OAA commends the OFC and MLTSD on this initiative.

Established in 1889, the Ontario Association of Architects (OAA) is the self-regulating body for the province's architecture profession. It governs the practice of architecture and administers the Architects Act in order to serve and protect the public interest.

The Honourable Monte McNaughton
Minister of Labour, Training and Skills Development
400 University Avenue, 4th Floor
Toronto, ON M7A 1T7

March 9, 2022

Dear Minister,

While the Ontario Association of Architects (OAA) has already provided feedback directly to Ministry officials through various avenues, this letter serves to collect these thoughts on the aspects outlined in the current *Fair Access to Regulated Professions and Compulsory Trades Act, 2006* (FARPACTA) regulatory proposal.

Canadian Experience Definition and Exemptions

In the case of the architecture profession, three alternative pathways assist internationally trained applicants (ITAs) in achieving licensure in Ontario:

- the [Broadly Experienced Foreign Architects \(BEFA\)](#) Program of the Canadian Architectural Certification Board (CACB);
- the [Internship in Architecture Program \(IAP\)](#); and
- request for a direct exemption from the legislated requirements for a licence, which is subsequently assessed by the OAA [Experience Requirements Committee \(ERC\)](#) and determined by OAA Council.

BEFA is administered nationally, while the IAP is administered provincially (i.e. by the OAA in Ontario). However, both are national programs that have a Canadian experience component. If Canadian experience was no longer a requirement for ITAs to receive their licence to practise architecture in Ontario, then changes to both BEFA and IAP would also be required.

In the case of BEFA, a new way of assessing jurisdictionally relevant competence—previously assessed by way of the requirement for six months of local experience—would be needed. As this is a national program, the alternative means of assessing competence would need approval by all 11 Canadian architectural licensing authorities comprising the [Regulatory Organizations of Architecture in Canada \(ROAC\)](#).

In the case of the IAP, the local experience requirement could be amended at the provincial level and an alternate means of assessing competence would need to be approved, developed, and implemented to ensure the public's health and safety are protected. However, this may have ramifications on the national mobility of architects licensed in Ontario if there is no longer harmony with the licensure requirements of the other provinces and territories.

Applicants seeking licensure through the OAA directly have the ability to seek an exemption from the experience requirements specified in the regulations to the *Architects Act* (the Act). In order to obtain an exemption, the applicant would be subject to an assessment interview before the aforementioned ERC as an alternative means of determining entry-level competence.



If the ERC deems that the applicant is competent, the recommendation is referred to the OAA Council, which may exempt the applicant from the prescribed experience requirements. The ERC may also decide the applicant needs to gain additional experience to achieve competency and require they do so and return for a subsequent assessment.

Language Proficiency Tests

Academic standards for entry into the architecture profession are set nationally by ROAC (formerly known as the Canadian Architectural Licensing Authorities [CALA]). Academic certification for all 11 Canadian jurisdictions is undertaken by the CACB. Alternative pathways, such as the BEFA Program (for those licensed as architects outside Canada), or the Royal Architectural Institute of Canada (RAIC) [Syllabus Program](#) are similarly managed on a national level. The OAA can influence, but not control, those decisions.

The CACB—not the OAA—administers language proficiency tests, using the Immigration, Refugees, and Citizenship Canada (IRCC) English and French language proficiency tests. The OAA supports continued use of these tests for the CACB process. The OAA cautions that any decision to extend the acceptability of expired language tests must be evidence-based, and should not run contrary to recommendations of the assessment bodies themselves.

Decision-Making Timeframes

The OAA interprets the decision-making timeframes for an application for registration/licensure, as posted to the Regulatory Registry on February 8, 2022 by the Ministry of Labour, Training, and Skills Development (MLTSD), to refer to complete applications for licensure from a qualified candidate. Based on this understanding, the OAA does not anticipate needing to alter its current process to meet the proposed timeframes.

In terms of ITAs, the OAA understands “qualified candidate” to mean an international applicant who has met or has established equivalency to the academic, experience, and examination licensure requirements.

With respect to [reporting](#) on the ability of applicants eligible for unconditional registration to become registered within one year of receipt an application inclusive of any third-party processes (e.g. qualification assessments), the OAA will need to consider if further database development is required to meet the requirements. It must also further explore the administrative burden associated with the Office of the Fairness Commissioner’s (OFC’s) “continuous improvements” as it relates to decision-making timeframes.

The challenge with the third-party CACB academic certification process is that submissions are largely applicant-driven. As such, they are out of the control of the CACB and the OAA. Therefore, should this one-year timeframe become a requirement, the OAA would need to collaborate with the CACB’s academic certification program and BEFA, as well as potentially the [Committee for the Examination for Architects in Canada \(CEExAC\)](#). Discussions and buy-in would need to be sought, including from all Canadian architectural licensing authorities, to amend BEFA’s eligibility requirements and to arrive at an acceptable timeframe and, if necessary, alternative for demonstrating competence.

Agreements and program requirements would need to be revised and ratified to achieve compliance with the proposed standards. Major roadblocks to consider include the requirement for all licence applicants to complete six months of Canadian experience within three years of application, and that eligibility for the BEFA Program requires at least seven years of post-registration/licensure experience in architecture within the last 12 years. Case management and data management systems would need to be significantly changed and, in some cases, developed anew.

The licensing exams are a nationally coordinated annual undertaking. Much like the CACB and BEFA processes, any contemplated revision to the examination scheduling would require additional discussions and buy-in from all ROAC jurisdictions. Funding assistance from the MLTSD and OFC to support the development of an online examination process would be of benefit.

Further, any proposals to reduce timelines for international trained individuals would have to be equally applicable and inclusive of domestically trained individuals. Any future tracking and reporting of timeframes would have to consider matters beyond the OAA's control.

Registration Processes during Emergencies

The OAA has not experienced any type of emergency that requires a more expeditious registration process for architects in Ontario. As the global COVID-19 pandemic unfolded, the OAA's registration processes have adapted to handling requests and processing applications remotely, and plans are in place to maintain a hybrid model moving forward. The Association has not experienced legislative or regulatory barriers that have limited its own ability to adapt to remote administration.

Licensing examinations for architecture, like many other regulated professions, are administered nationally. Adaptation measures, which require buy-in from all 11 Canadian jurisdictions, were undertaken during the pandemic to offer an online exam. ROAC is studying a permanent online option. The OAA can influence, but not control, the outcome of this or any other national decision.

In addition to the remote option for the licensing examinations, BEFA adapted to remote assessment interviews and plans to continue this practice into the future.

The OAA enjoys a longstanding, collaborative relationship with the provincial government, and looks forward to continued work alongside your Ministry in order to promote and protect the public interest.

Sincerely,



Susan Speigel, Architect
OAA, FRAIC
President



August 19, 2022

CER Rationale

Good afternoon Mercy,

You have requested that we supply you with the rationale for the local experience requirement that is one of the qualifications for licence in Ontario as an architect. Ideally, this response should be reviewed and endorsed by the OAA's governing Council however because you have requested a one-day turn around, I will endeavor to provide you with an interim response.

The fundamental and explicit purpose of the legislated requirements for licence, inclusive of 940 hours of experience with Ontario projects, is to safeguard and serve the health and welfare of the people of Ontario; the protection of the public. The province has an interest in ensuring that buildings do not collapse and that projects do not wreak damage on people and property.ⁱ As many have noted about the provincial Architects Acts across the country:ⁱⁱ

...the Act seems to be designed for the public safety and to prevent incompetent persons from preparing plans for such buildings as churches, schools, hospitals, and theatres to which the public may resort. Persons who prepare plans and specifications for such buildings must be qualified to do such work, and the Legislature has wisely thought fit to require all such persons to be qualified and registered. The Act is designed to ensure the safety of the public and ought to be upheld.

To a similar effect, Morrison C.J.S.C. stated of the British Columbia *Architects Act* in *R v. Dominion Construction Co.* that: "...the paramount object of the Legislature was to safeguard the public who resort to public buildings, such as theatres, churches, hotels, etc."ⁱⁱⁱ

Statutes enacted by the legislatures of the Canadian provinces and territories stipulate who may carry on the practice of architecture. These statutes contain and define the general admission requirements by respective provincial or territorial jurisdiction based on the expected standard competencies of applicants. These competencies are developed through the [Regulatory Organizations of Architecture in Canada](#) (ROAC).

ROAC represents the eleven provincial and territorial regulators of the profession of architecture in Canada. As noted above, these regulatory bodies are responsible for setting the standards for entry into the profession and for issuing licences to those who meet established standards of qualifications and practice.

Through ROAC, the Canadian architectural regulators work collectively to develop, approve and adopt nationally recognized standards and programs which meet their regulatory responsibilities as well as the needs of the architectural profession. These standard competencies are not static, ROAC works continually to review and update these competencies to keep pace with an evolving and dynamic industry and profession. However, the one competency that has not changed and remains universally expected across the country is the requirement for local experience prior to licence. All the Canadian regulators of architecture have determined the need for maintaining a period of defined local work experience as the only opportunity for



applicants to gain hands-on experience and obtain knowledge through direct exposure to the many facets of an architectural process in their respective jurisdiction.

Architecture is an incredibly complex profession requiring extensive direct work experience covering specific areas that cannot be acquired through an academic setting. There is a similarity globally in the content of architectural education, however, the practice of architecture and the scope of practice of the architect differs significantly in Canada from those practising architecture in many other parts of the world.

From the point of view of ordinary linguistic usage, an architect may be defined as a person who, by training, experience and professional qualifications is qualified to design buildings; to produce cost estimates, construction contract drawings and specifications; and conduct field review inspections and administer projects during construction.^{iv} However, their professional services may also include planning, urban design, and land-use planning; creating preliminary studies, feasibility studies, designs, models, drawings, specifications, and technical documentation; coordinating technical documentation prepared by others (consulting engineers, urban planners, landscape architects, and other specialist consultants) as appropriate and without limitation; offering expert witness testimony; and offering project management and construction monitoring.

It may be useful to note in this context that architects' contracts with the owner may not confine their functions to the origination and design of buildings. Their engagements may include arranging and supervising the construction of buildings they design. Arranging for construction includes the preparation of cost estimates, tender documents and contract documents, as well as obtaining and recommending for acceptance tenders from contractors and selection of the contractor and subcontractors. Administration of the construction contract involves the review of work to ensure that the finished building will conform to the plans and specifications. Other duties assumed by the terms of their engagements may include resolution of problems encountered in the course of construction, issuance of certificates and settlement of disputes between the project owner and the contractor. All of these professional services require knowledge and experience with the laws and practices that govern the construction, alteration or enlargement of buildings specific to the jurisdiction. On a project for the construction of one or more buildings, the architect is usually the person in charge – the designer, the administrator and the referee.^v

All the architect's functions carry major responsibilities and possible exposure to liability for failure to pursue the tasks involved with requisite due care and knowledge of practice in Ontario. An architect's competency needs to be commensurate with the inherent risk specific to the requirements of designing and building projects in Ontario.

As previously noted in an earlier correspondence, the practice of architecture has inherent risk to the health and well-being of the public. Ontario has local regulatory regimes with which all architects must have specific competency in order to offer or provide services to the public in a manner that serves and protects life safety. Architects are also typically responsible for the oversight, direction and coordination of the other professional disciplines contracted to a project. The expected competencies sought via local experience include the following: local site and environmental analysis, building engineering coordination; local market building cost analysis; Ontario and National Building Code analysis; building envelope detailing for the Ontario climate; specifications and material analysis appropriate for Ontario codes and climate; energy literacy/sustainability specific to Ontario; project contract

administration during construction that is governed by Ontario and National construction law. These areas of experience are outlined and described in the [national Internship in Architecture Program manual](#) as well as the [Canadian Standard of Competency for Architects](#).

In addition to the [Architects Act](#) and its [Regulations](#), upon application for licence, candidates are expected to have general knowledge of all statutes that govern or relate to the practice of architecture in Ontario. These are enumerated in Appendix 1 of the [application for licence](#). It is considered professional misconduct for any OAA architect to contravene or even acquiesce in any contravention of a federal, provincial or municipal law, regulation or by-law relating to the construction, enlargement or alteration of buildings (section 42 (1-4) of the Regulations).

The OAA challenges the characterization of Canadian experience requirements as “bureaucracy and red tape”, and asserts that this experience—at least in relation to the practice of architecture—aligns with the legislative requirements set out in the *Architects Act* to serve and protect the public interest.

The OAA has been an active participant in ongoing conversations with the Office of the Fairness Commission. The OAA is proud of having repeatedly been compliant, as we are committed to procedural fairness for all applicants. We also recognize that diverse backgrounds, training, and approaches bring tremendous value to the profession and to our province.

The OAA is a proactive regulator, seeking to reducing barriers to licensure in a way that continues to prioritize public safety. These measures are extensive and varied, including:

- Being a signatory to the *Canberra Accord on Architectural Education*, recognizing educational equivalencies.
- Being a signatory to mutual recognition agreements between the provinces and territories, a mutual recognition agreement with the United States, a Tri-National agreement between Canada, the United States and Mexico, and an agreement between Canada, Australia, and New Zealand. A significantly larger agreement is currently being finalized within the signatories of the European Union.
- Having supported the development and implementation of the Broadly Experienced Foreign Architect (BEFA) program, providing an alternative pathway for foreign architects to become licensed.
- Council having authority under the *Act* for an applicant to receive an exemption from “all or part of the academic and experience requirements” on account of an applicant’s qualifications, knowledge, and experience.
- Granting project-specific temporary licenses to practitioners and practices.
- Allowing foreign architects and internationally trained applicants to practice under the supervision of a licensed architect.

As can be seen, the OAA has a number of alternative pathways to assist internationally trained applicants in gaining experience and becoming licensed in Ontario. Applicants seeking licensure through the OAA directly have the ability to seek exemption of the experience requirements specified in the Regulations of the *Architects Act* – an [Exemption Request to Council](#). The exemption process is available to any applicant who seeks it. The applicant would be subject to an assessment



interview before the [Experience Requirements Committee](#) (ERC), as an alternative means of assessing competence. If the ERC deems that the applicant is competent, the recommendation is put to OAA Council, who may exempt the applicant from the prescribed experience requirements.

The OAA remains concerned that lapses in public safety may result if Canadian experience is prohibited for the architectural profession. While there may be risks in all professions, the risks within the architectural sector are expressly tied to physical safety, both short and long term welfare. We have recently witnessed, with great sadness, how quickly building failures can turn into mass casualty events. Whether domestically or internationally trained, the OAA has been entrusted by government to determine whether applicants have the requisite knowledge and experience to safely practice within Ontario.

In summary, the rationale for local experience prior to licence is grounded in ensuring the health and safety for the people of Ontario within their built environment. All applicants, domestic or international, are expected to meet this requirement. Should applicants feel they possess the knowledge and skills to practice safely in Ontario they may avail themselves of an exemption request to Council as an alternative means to demonstrate competency.

Sincerely,

Christie Mills, Architect
B.Arch., B.Comm., OAA
Registrar

CM/KD

ⁱ *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 7.

ⁱⁱ *Pestak v. Denoon*, [2000] M.J. No.112 at paras. 21-22, 144 Man. R. (2d) 1 (Man.Q.B.); *Manitoba Association of Architects v Winnipeg (City)*, [2005] M.J. No 317 at para. 32, 198 Man. R. (2d) 35 (Man. Q.B.)

ⁱⁱⁱ *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 14.

^{iv} *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 7.

^v *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 8.



I wanted to let you know that we reviewed the information that you had provided to us and have some follow up questions. We're happy to receive written responses and to subsequently meet to allow us to discuss further.

Question 1:

- a) Could you please provide information on how the 940 hours CER requirement has impacted the career trajectories of internationally trained architects (ITAs)? (i.e., What percentage of eligible applicants have successfully completed the requirement over the last say three years?

There needs to be a distinction between an internationally trained and licensed architect applying for licence in Ontario and an internationally trained individual who was not previously licensed. Architects licensed in foreign jurisdictions may avail themselves of a [mutual recognition agreement](#) (if available for their particular country), the [Broadly Experienced Foreign Architect Program](#) (BEFA), the [Internship in Architecture Program](#) (IAP), or an [exemption request to Council](#). The requirement for CER depends on the path chosen.

Individuals who were not previously licensed, but received a professional degree in architecture, would typically move through the national IAP—much like the individuals from an accredited Canadian or American school of architecture. Their professional degree would need to be certified by the [Canadian Architectural Certification Board](#) (CACB). All applicants, domestic and international, would require CER. To be considered an “eligible applicant” for licence, all individuals would have completed the 940 hours CER as set out in the [Regulations](#) under the [Architects Act](#) or received a [Council exemption](#). Six exemptions requests for CER were received over the last three years; one request was made by a former member and not an internationally trained applicant.

In the last three years, the OAA has licensed 1055 individuals. The OAA records individual's academic origin, using this data to understand where applicants received their education. Of the 1055 licensed individuals:

- 616 had academic origin in Canada;
- 4 achieved licensure via the Royal Architectural Institute of Canada's [RAIC Syllabus Program](#);
- 118 had academic origin in the United States (of which 82 individuals were previously licensed and availed themselves of the MRA or reciprocity agreement);
- 316 had academic origin outside Canada and United States—of these,
 - 80 were previously licensed, of which 26 availed themselves of the BEFA program; and
 - another 27 were previously licensed in another jurisdiction in Canada and availed themselves of the reciprocity agreement.

In terms of career trajectories, the OAA does not collect data on this. However, it should be noted that individuals seeking licensure in Ontario are able to work within the profession at an architectural practice or eligible employment situation to gain the CER—an individual does not need to be licensed to work in the profession under the supervision of an employer practice.

The OAA has looked at the timelines for those licensed in the last three years to discern whether there is a disproportionate impact for any group as it relates attaining the requirements in order to apply for a licence. Of these 1055 individuals, 250 availed themselves of mutual recognition agreements and treaties, reciprocity agreements, the BEFA program and the RAIC Syllabus Program. For the remaining 805 individuals who needed to complete the internship in architecture program:

- 498 had Canadian academic origins, with the average time between enrolling in the internship program and attaining a licence being 5.85 years (minimum was one year);
- 46 had academic origins in the United States, with the average time between enrolling in the internship program and attaining a licence being 5.2 years (minimum was 1.16 years); and
- 267 had international academic origins, with the average time between enrolling in the internship program and attaining a licence being 5.5 years (minimum was 0.58 years).

As can be seen by these timelines, using limited and simple averages, there does not appear to be a disproportionate impact on the licensure trajectories for any group of applicants.

- b) What percentage are still proceeding through the process and what percentage have dropped out?

Previously Licensed

The OAA would not have data regarding process rates for architects licensed in an international jurisdiction seeking licensure via an MRA or treaty.

For architects licensed in an international jurisdiction seeking a licence via the BEFA program, statistics are reported out to the [Regulatory Organizations of Architecture in Canada](#) (ROAC, formerly known as Canadian Architectural Licensing Authorities [CALA]) twice annually. The latest report in March 2022 notes the following:

Applications Received

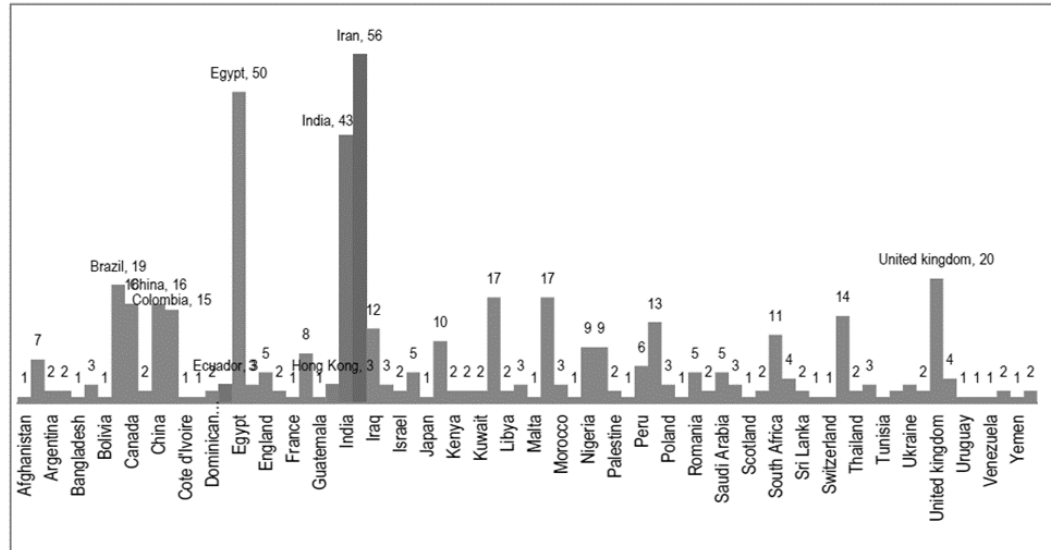
- A total of 486 applications has been received since the implementation of the BEFA Program in 2012.
- Figures from 2019, 2020, and 2021 show that the pandemic did not impact the number of new BEFA applications.
- In 2021, the OAA received 69 new applications—the highest amount since 2012.
- In 2022, as of the end of March, 27 new applications were received. This suggests the number of new applications will be higher than in 2021, likely reaching more than 100 by the end of the year.

Application received by desired Canadian jurisdiction

- Ontario, British Columbia, Alberta, Québec, and Saskatchewan are the most selected jurisdictions by the applicants.

Country of Origin of BEFA Applicants

- Egypt, Iran, India, and United Kingdom are the Top 4 Countries of Origin received since the implementation of the BEFA Program.



Not Previously Licensed

With respect to internationally educated individuals who enrol in the Internship in Architecture Program, intern architects do not drop out. They may lapse their status with the IAP, however, in which case all experience gained to date is kept on record and valid if the individual reinstates. Lapsing of status can occur for a number of reasons, and the OAA does not keep data on why an individual would not finish the program or put their participation on hold.

c) What are the comparable numerical figures?

The OAA currently has 1895 intern architects participating in the IAP. This number fluctuates as individuals move on to become licensed and others enrol in the program. While lapsing of status will also affect this number, the OAA sees lapsing most often in relation to the annual renewal payment. If an intern architect does not pay their annual fee, their status will be lapsed.

It should be noted that intern architects may avail themselves of the [OAA's Financial Hardship Policy](#) should the need arise. The OAA also has a [Leave Policy](#) available to intern architects, allowing individuals to maintain their status and participate in elements of the program while unemployed.

Currently, the OAA has nine intern architects on leave—two have international academic origins and the remaining seven have domestic academic origins.

Looking at the records for the past three years, there have been 141 individuals who have lapsed their intern architect status with the OAA. The composition of their academic origin is below, as can be seen 61% are domestically educated and 39% internationally educated.

International Academic Origin

Argentina	2
Australia	1
Bangladesh	1
Belgium	1

Egypt	6
El Salvador	1
India	11
Iran, Islamic Republic of	9
Iraq	1
Italy	2
Lebanon	4
Malaysia	1
Nigeria	1
Pakistan	3
Philippines	1
Syrian Arab Republic	2
Turkey	4
Ukraine	1
United Arab Emirates	3
Subtotal	55
Canadian & American Academic Origin	
United States	16
Canada	70
Subtotal	86

d) How do these statistics compare against domestically educated applicants?

See above.

Question 2:

a) Could you please provide information on how the 2780 hours requirement has impacted ITA's in becoming licensed?

An internationally trained applicant may accumulate 2,780 hours of experience while in the IAP once they become an intern architect or they can log international experience gained prior to enrolment in the IAP. They can also use a combination of both types of experience.

An individual may record and submit post-graduate international architectural experience gained outside of Canada while not enrolled as an intern architect in the IAP. This experience must be signed by the Supervising Architect(s) at the respective place(s) of employment and by an Ontario Mentor. The OAA must receive proof of licensure of the Supervising Architect(s) in the respective jurisdiction(s).

The OAA is also prepared to assess experience where an individual was engaged as a principal architect in their own architectural practice outside of Canada. This experience must be recorded in the IAP record book. The individual would sign the Employer Declaration in the record book, which must also be signed by an Ontario Mentor. The OAA must receive evidence of such practice and proof of licensure in the respective jurisdiction(s).

If any international experience gained while not in the IAP forms part of the experience submission at the time of making application for a licence, the applicant will be required to attend an assessment interview with the Experience Requirements Committee (ERC). This is a national requirement as set out in the IAP Manual for all Canadian jurisdictions.

Please note the IAP requires 3,720 hours of experience, 940 of which must be local and 2,780 may be local or international.

- b) It is our understanding that to become licensed, applicants must complete 2780 hours of work under the supervision and direction of a person authorized to engage in the practice of architecture. What assessment process does the OAA employ to determine whether an ITA's applicant experience obtained outside Canada meet this requirement?

If we understand your question correctly, it is specific to the supervision of the experience.

The 2,780 hours of experience must be recorded in the experience record book of the IAP, which requires information on the details of all projects and descriptions of all activities. This information should align with the activities as described in the IAP Manual.

This experience must be reviewed and verified by the Supervising Architect and Ontario Mentor, both of whom need to be familiar with the internship experience requirements. As noted above, this experience must be signed by the former at the respective place(s) of employment as well as by the latter. The OAA must receive proof of licensure of the Supervising Architect(s) in the respective jurisdiction(s).

The OAA is also prepared to assess experience where an individual was engaged as a principal architect in their own architectural practice outside of Canada. This experience must be recorded in the IAP record book. The individual would sign the Employer Declaration in the record book, and this must also be signed by an Ontario Mentor. The OAA must receive evidence of such practice and proof of licensure in the respective jurisdiction(s). Where necessary, the OAA will also confirm the licensure and employment eligibility in the respective jurisdictions through regulator-to-regulator outreach.

- c) How many such assessments did the OAA complete each year over the last three years?
- d) What percentage of ITA applicants have been successful in such assessment process – received a full recognition of their foreign experience against the 2780 hours requirement?
- e) What percentage are still proceeding through the process and what percentage have dropped out?
- f) What percentage of ITA applicants have applied to have their international experience reviewed against the 2780 hours requirement?
- g) What percentage were found to be not meeting the requirement?
- h) What percentage is currently enrolled in the Internship in Architecture program?

A few items need to be clarified based on the questions above, so we will endeavour to do so. Hopefully, this will provide the information you seek.

Internationally educated individuals may log architectural experience gained prior to enrolment in the Internship in Architecture Program. This experience is verified to the OAA by the Supervising Architect in the respective jurisdiction and the individual's

Mentor. The OAA works with the individual to make sure the experience is logged in the appropriate categories of the experience record book.

The OAA's Experience Review Architect on staff reviews the experience to confirm it aligns with the required activities set out in the IAP Manual. Once this process is complete, the experience forms part of the individual's overall experience record book. To be clear, if the experience meets the eligibility requirements and the categories of the record book, then there is no further assessment.

Once enrolled in the IAP, this individual can move through the program—the international experience can be used toward the eligibility requirement to sit for the national licensing exams (i.e. [Examination for Architects in Canada \[ExAC\]](#)). They may also take the mandatory [OAA Admission Course](#).

Typically, an individual will gain employment in an architecture practice or eligible employment situation while they move through the internship program, gaining any outstanding experience.

The OAA's internship database is not able to provide reports distinguishing which intern architects have international experience in their logbooks. This is only identified upon application for a licence. If any international experience gained while not in the IAP forms part of the experience submission at the time of making application for a licence, the applicant will be required to attend for an assessment interview with the Experience Requirements Committee.

3. What percentage of eligible ITAs have successfully obtained an exemption under section 33 of the regulation made under the Architects Act? What is the comparable numerical figure?

In the last three years, there were 14 ERC assessments for individuals using international experience gained prior to enrolment in the IAP. The results were as follows:

- Conditional approval to grant a licence upon successful submission of a written paper related to the regulatory framework for the practice of architecture in Ontario;
- Conditional approval to grant a licence upon completion of experience specific to Construction Documents and Construction Contract Administration and a written paper related to the regulatory framework for the practice of architecture in Ontario (*this assessment of experience included an exemption request to Council regarding CER*);
- Committee recommended gaining experience specific to Bidding and Contract Negotiation, Construction Contract Administration, and Project Management—upon completion, the applicant could return for a follow-up assessment;
- Approval;
- Committee recommended gaining experience specific to Construction Documents and Construction Contract Administration with an emphasis on Ontario's [Construction Act](#) and a written paper related to the regulatory framework for the practice of architecture in Ontario—upon completion, the applicant could return for a follow-up assessment (*this assessment of experience included an exemption request to Council regarding CER*);
- Approval;
- Approval with the recommendation to focus on gaining experience specific to Construction Contract Administration—Site;

- Conditional approval upon completing the course *Building Envelope Systems—II Walls & Windows*, offered by the University of Toronto School of Continuing Studies (*this assessment of experience included an exemption request to Council regarding CER*);
 - Approval with the recommendation to focus on gaining more experience specific to Bidding and Contract Negotiation and Construction Contract Administration—Site;
 - Committee recommended gaining experience specific to Bidding and Contract Negotiation and Construction Documents and Construction Contract Administration—upon completion, the applicant could return for a follow-up assessment;
 - Conditional approval to grant a licence upon successful submission of a written paper related to the regulatory framework for the practice of architecture in Ontario—it was also recommended to focus on gaining more experience specific to Construction Contract Administration, but this was not an additional condition;
 - Approval with the recommendation to focus on gaining more experience and continuing professional education specific to the Ontario Building Code and building science;
 - Approval; and
 - Conditional approval to grant a licence upon successful completion of the OAA's Fundamentals of Running an Architectural Practice course (*this assessment of experience included an exemption request to Council regarding CER*).
4. How many eligible ITIs were able to successfully register via other routes, in percentage terms and numbers (e.g., the BEFA programs, MRAs)?

Please see statistics for question 1a).

5. Can you please provide the statistics requested under questions one through three in a cumulative format via a table or graph? Have these percentages or number remained stable or changed over time?

Given the small percentage of eligible applicants who attend an ERC assessment and/or avail themselves of the exemption request to Council, a table is likely not helpful. As noted, in the last three years, of the 305 eligible licence applicants with academic origin outside Canada and the United States, only 14 attended an ERC assessment upon application for a licence.

6. Is the main purpose of the 940 hour requirement for ITAs to obtain competencies on how architecture is undertaken in Ontario? If so, could this objective be achieved through and educational requirement, a webinar and/or a mentoring arrangement?

For internationally educated applicants who pursue licensure via the IAP, they will need to successfully complete a combination of education, experience, and examination; or receive an exemption from some or all of the requirements. The aforementioned Canadian licensing examinations (i.e. ExAC) and the mandatory OAA Admission Course are the existing theory-based platforms that contribute to the expected competencies for an architect in Ontario.

All Regulatory Organizations of Architecture in Canada have consistently determined that local, practical experience is critical to developing and meeting the standards of competency expected for an architect to offer services to the public. Local experience is a requirement for all licence applicants, not just the internationally educated.

There is only one class of architect licence—there are no specialities or controlled acts. Once licensed, an architect is legally authorized to design and administrate during construction any type of building; from family dwellings to community centres, universities, and skyscrapers. All building types have inherent risk to the health and welfare of the public in Ontario. These risks range a large spectrum, from the threat of collapse to less-obvious building envelope issues and environmental implications and financial risks to the clients and stakeholders. Managing these risks requires gaining competency in the application of the multi-layered legislative context that is specific to building in Ontario and unique to each project.

Architecture is an incredibly complex profession, requiring extensive direct work experience covering specific areas that cannot be acquired through an academic setting. There is a similarity globally in the content of architectural education, however, the practice of architecture and the scope of practice of the architect differs significantly in Canada from those practising architecture in many other parts of the world.

In ordinary language, an architect may be defined as a person who, by training, experience, and professional qualifications is qualified to design buildings; to produce cost estimates, construction contract drawings and specifications; and conduct field review inspections and administer projects during construction.ⁱ However, their professional services may also include planning, urban design, and land-use planning; creating preliminary studies, feasibility studies, designs, models, drawings, specifications, and technical documentation; coordinating technical documentation prepared by others (consulting engineers, urban planners, landscape architects, and other specialist consultants) as appropriate and without limitation; offering expert witness testimony; and offering project management and construction monitoring.

It may be useful to note in this context that architects' contracts with the owner may not confine their functions to the origination and design of buildings. Their engagements may include arranging and supervising the construction of buildings they design. Arranging for construction includes the preparation of cost estimates, tender documents, and contract documents, as well as obtaining and recommending for acceptance tenders from contactors and selection the contractor and subcontractors. Administration of the construction contract involves the review of work to ensure the finished building will conform to the plans and specifications. Other duties assumed by the terms of their engagements may include resolution of problems encountered in the course of construction, issuance of certificates, and settlement of disputes between the project owner and the contractor.

All these professional services require knowledge and experience with the laws and practices that govern the construction, alteration, or enlargement of buildings specific to the jurisdiction. On a project for the construction of one or more buildings, the architect is usually the person in charge – the designer, the administrator, and the referee.ⁱⁱ

All the architect's functions carry major responsibilities and possible exposure to liability for failure to pursue the tasks involved with requisite due care and knowledge of practice in Ontario. An architect's competency needs to be commensurate with the inherent risk specific to the requirements of designing and building projects in Ontario.

As noted, the practice of architecture has inherent risk to the health and well-being of the public. Ontario has local regulatory regimes with which all architects must have specific competency in order to offer or provide services to the public in a manner that serves and protects life safety. Architects are also typically responsible for the oversight, direction, and coordination of the other professional disciplines contracted to a project.

The expected competencies sought via local experience include the following: local site and environmental analysis, building engineering coordination; local market building cost analysis; Ontario and National Building Code analysis; building envelope detailing for the Ontario climate; specifications and material analysis appropriate for Ontario codes and climate; energy literacy/sustainability specific to Ontario; and project contract administration during construction that is governed by Ontario and National construction law. These areas of experience are outlined and described in the [national Internship in Architecture Program manual](#) as well as the [Canadian Standard of Competency for Architects](#).

In addition to the [Architects Act](#) and its [Regulations](#), upon application for a licence, candidates are expected to have general knowledge of all statutes that govern or relate to the practice of architecture in Ontario. These are enumerated in Appendix 1 of the licence application. It is considered professional misconduct for any OAA architect to contravene or even acquiesce in any contravention of a federal, provincial, or municipal law, regulation, or bylaw relating to the construction, enlargement, or alteration of buildings (section 42 (1-4) of the Regulations).

The OAA remains concerned that lapses in public safety may result if Canadian experience is prohibited for the architectural profession for individuals on the path to licensure. While there may be risks in all professions, the risks within the architectural sector are expressly tied to physical safety, both short- and long-term welfare. Whether domestically or internationally trained, the OAA has been entrusted by government to determine whether applicants have the requisite knowledge and experience to safely practise in Ontario.

The main purpose for local experience prior to licensure is grounded in ensuring the health and safety for the people of Ontario within their built environment. All applicants, domestic or international, are expected to meet this requirement. Should applicants feel they possess the knowledge and skills to practise safely in Ontario they may avail themselves of an exemption request to Council as an alternative means to demonstrate competency.

7. Would there be an opportunity to combine the 940 Canadian experience requirement with the more global 2,780 requirement so that both obligations could be fulfilled while the candidate is in his / her home jurisdiction?

Applicants pursuing a licence via the IAP are required to complete a minimum of 3720 hours, 940 of which needs to be local experience in order to practise safely and competently in Ontario. If we understand your question correctly, you are asking if all 3,720 hours of experience could be gained internationally prior to enrolling in the IAP. It is not clear how this would satisfy the need for Ontario-specific competency.

An applicant who has gained 3,720 hours of international experience prior to enrolling in the IAP is welcome to apply for exemption from the 940 hours. The exemption process would determine if they have the competency to practise safely in Ontario.

8. Could the 940 hours of supervised practice in Ontario be calculated after an ITA has been provisionally licensed as an architect?

There is currently no provisional licence for architects in Ontario; such a class of licence would require Ministerial approval and an [Architects Act](#) amendment.

9. Has the OAA established a target for the percentage of ITAs who it believes should be registered without the need to fulfill the 940 hour CER?

No, there is no documented labour shortage of architects in Ontario and hence no need to create targets that potentially frustrate the requirements of the *Architects Act* and its Regulations.

10. What assessment process does the Experience Requirement Committee (ERC) employ to assess whether the ITA's international working experience and other credentials are sufficient to not require 940 hours of Canadian experience? Is this process publicly available and does the OAA have any statistics on the percentage of cases where the committee grants an exemption?

As per section 13(3)b of the *Architects Act*, the Registrar may refer an application for the issuance of a licence to the OAA's Experience Requirements Committee. The ERC is tasked with determining whether the applicant has met the experience requirements prescribed by the Regulations for the issuance of a licence, or if the applicant should be granted an exemption from "all or part of the academic and experience requirements set out in this Regulation" on account of their qualifications, knowledge, and experience.

The OAA has incorporated annual training and orientation for the ERC members. A manual is maintained for Committee members to ensure consistent, unbiased decision-making. All assessments are delivered in a consistent manner with procedural fairness at forefront of all activities. Committee members have scripted questions and their assessments are delivered via a decision matrix scorecard. The assessment questions are reviewed biennially with subject matter experts in high-stakes curriculum and assessment delivery.

In 2021, the OAA worked in consultation with the OFC to create greater transparency around the [ERC process](#) as well as [Exemption Requests to Council](#) so that individuals have better access to information related to these procedures. The embedded links are new OAA Website pages with direct staff contact details.

11. Are these assessments included in the table provided by the OAA or if not, could the OAA provide data about these assessments?

The ERC statistics are summarized in question 3.

12. Could OAA provide the number of ITIs who were successful in their applications to cover the CER through the alternative pathways presented by the OAA?

In the past three years, of the 316 internationally trained/educated applicants who were successfully licensed:

- 26 achieved their OAA licence via BEFA; and
- 27 achieved their OAA licence via the Canadian reciprocity agreement.

The statistics for exemption request are noted above.

ⁱ *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 7.

ⁱⁱ *The Canadian Law of Architecture and Engineering*, Third Edition, Beverley M. McLachlin and Arthur Grant, LexisNexis, page 8.

	Organizational Capacity																																																
1.0	<p><i>Has the regulator stabilized the process for receiving applications and completing assessments/examinations in a timely fashion in the aftermath of the Covid-19 pandemic?</i></p> <ul style="list-style-type: none">The receipt of licence applications remained stable throughout the pandemic and remains so – there was no discernable disruption to the receipt of licence applications nor their review/assessment.Upon review of ten-year trend of internationally trained applicants as a percentage of all new applicants the pandemic has had no substantive effect: <table><tr><th>Year</th><th>Total New Applicants</th><th>Internationally Trained Professionals (ITP) New Applicants</th><th>Percentage (%) of ITP to Total Applications</th></tr><tr><td>2011 Total</td><td>148</td><td>44</td><td>29.73</td></tr><tr><td>2012 Total</td><td>202</td><td>62</td><td>30.69</td></tr><tr><td>2013 Total</td><td>156</td><td>45</td><td>28.85</td></tr><tr><td>2014 Total</td><td>161</td><td>51</td><td>31.68</td></tr><tr><td>2015 Total</td><td>179</td><td>41</td><td>22.91</td></tr><tr><td>2016 Total</td><td>189</td><td>40</td><td>21.16</td></tr><tr><td>2017 Total</td><td>179</td><td>38</td><td>21.23</td></tr><tr><td>2018 Total</td><td>186</td><td>46</td><td>24.73</td></tr><tr><td>2019 Total</td><td>187</td><td>49</td><td>26.20</td></tr><tr><td>2020 Total</td><td>187</td><td>67</td><td>35.83</td></tr><tr><td>2021 Total</td><td>216</td><td>79</td><td>36.57</td></tr></table> <ul style="list-style-type: none">The national licensing examinations have returned pre-pandemic procedures and have moved to increase the frequency from once a year to twice a year.	Year	Total New Applicants	Internationally Trained Professionals (ITP) New Applicants	Percentage (%) of ITP to Total Applications	2011 Total	148	44	29.73	2012 Total	202	62	30.69	2013 Total	156	45	28.85	2014 Total	161	51	31.68	2015 Total	179	41	22.91	2016 Total	189	40	21.16	2017 Total	179	38	21.23	2018 Total	186	46	24.73	2019 Total	187	49	26.20	2020 Total	187	67	35.83	2021 Total	216	79	36.57
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2.0	<p><i>Has the regulator either upgraded, or started the process of upgrading, its IT systems to be more responsive to the needs of applicants?</i></p> <ul style="list-style-type: none">The OAA plans to incorporate online licence applications and certificate of practice applications in 2022. Currently the majority of Intern Architects and Student Associates utilize on online application process.The OAA plans to have dedicated website pages related to the Experience Requirements Committee and the Exemption Request to Council by the end of 2021. These procedures form part of the OAA's alternative process of assessing competency in applicants where exemptions from the legislated requirements for licence are requested.The OAA launched its new website in 2020 and continues to seek feedback from applicants and members to improve resources.Assessment interviews and Registration hearings were transitioned to fully remote settings during the pandemic and this option will continue into the OAA's future state.Assessment interviews for applicants seeking licence via international mutual recognition agreements or the national Broadly Experienced Foreign Architect program transitioned to virtual settings and will continue into the future.																																																

	<ul style="list-style-type: none"> The OAA regularly participates in outreach programs for internationally trained professionals and students to promote accessibility to information and to better understand barriers to licensure. The most recent virtual event was the Toronto Society of Architects (TSA) information session on Oct. 27, 2021. The recording remains available to all. Through events like these participants can find helpful resources such as this information package from the TSA. Similarly, the OAA hosts its annual virtual "Meet the OAA" event to share information regarding the different paths to licensure in Ontario.
	Assessment and Registration Processes
3.0	<i>What tools does the regulator have in place to ensure the accountability of its third-party service providers?</i>
	<p><u>Canadian Architectural Certification Board (CACB)</u> CACB is constituted by an agreement of all 11 architectural regulators in Canada and the collective body known as CALA, i.e. Canadian Architectural Licensing Authorities. The OAA effectively owns 1/12th of CACB.</p> <p>Pursuant to CACB bylaws (the Bylaws), their role is limited to administering standards for the certification of the educational qualifications of individual applicants in accordance with criteria and procedures contained in the Canadian Education Standard approved by the Regulators.</p> <p>There are two members of the OAA on CACB's Board. The Board is required to meet at least twice each year.</p> <p>By virtue of the Bylaws, CACB is required to seek the Regulators' (including the OAA) approval for:</p> <ul style="list-style-type: none"> publishing standards for applicant review, including the evidence to be furnished by applicants, and for recording and recognizing equivalent standards and procedures. adopting and publishing procedures for the appeal of decisions of the Board or its authorized committee(s). <p>Further, CACB must report to the OAA on all matters relating to accreditation. Minutes of each Board meeting will be provided the OAA timely manner.</p> <p>CACB is required to apply the Canadian Education Standard. These standards and procedures have been chosen to assure that the assessments are equitable in each case, while accommodating the varied backgrounds and circumstances of the applicants.</p> <p>A copy of the conditions and procedures for the certification of educational qualifications is readily available online here: https://cacb.ca/wp-content/uploads/2021/03/EducationalQualifications.pdf</p> <p><u>Committee for the Examination of Architects in Canada (CExAC)</u> This Committee oversees and maintains the Examination for Architects in Canada (ExAC) on behalf of the Canadian Architectural Licensing Authorities. It is comprised of regional representatives from Atlantic Canada (AANB, AAPEI, NLAA, NSAA), Québec, Ontario, Prairies/Northwest Territories (MAA, NWTAA, SAA), Alberta, and British Columbia who are appointed by the respective Council(s). All matters from CExAC are regularly reported and reviewed by the eleven provincial and territorial regulators, inclusive of the OAA, and matters arising must be approved by the Councils of each jurisdiction to ensure uniform agreement nation-wide.</p>
4.0	<i>Have third-party assessment/testing bodies that the regulator relies upon implemented systems/processes to address risk factors arising out of the COVID-19 pandemic?</i>

	<p><u>Canadian Architectural Certification Board (CACB)</u> Please see above.</p> <p><u>Committee for the Examination of Architects in Canada (CExAC)</u> The OAA is one of 11 provincial regulators who administer nationally the Examination for Architects in Canada (ExAC). Being a national exam, it was acknowledged at the start of the pandemic that the exam had to consider the individual circumstances of all jurisdictions who had individuals who intended on sitting for the licensing exam in a pandemic year.</p> <p>The Committee for the ExAC (CExAC) began meeting more regularly to assess individual provincial situations and chart a path forward to delivering an exam in exceptionally uncertain and rapidly changing circumstances. By the end summer of 2020 it was obvious that the feasibility of an in-person sitting of the ExAC in early November would not be possible nationally and the CExAC met with Yardstick Solutions to discuss the transition and delivery of the ExAC in an electronic format.</p> <p>It was understood that <i>not</i> delivering an exam was <i>not</i> an option.</p> <p>With a proposal in hand the CExAC met with high-level representatives from each of the provincial regulators to request they consider the proposal to move the ExAC online for the next sitting, as the only viable method of delivering an examination given the circumstances. Each provincial and territorial regulator took the proposal back to their respective Councils for review and approval. This move to an online format required extensive work to reformat the examination and resulted in the exam delivery being delayed approximately four months.</p> <p>All registrants were immediately informed of this change in date, and were subsequently kept updated on the rules and requirements of an online exam with regular email updates. Messages were first crafted by the National Co-Administrators and then approved by the CExAC. The approved messages then went to the jurisdictions for national approval before a coordinated emailing by all provinces at pre-agreed upon dates and times to ensure a uniform release of information nation-wide.</p> <p>The 2020 ExAC was delivered over four days on the Yardstick platform at the end of February, 2021.</p> <p>Work began immediately on the creation and validation of the next ExAC, scheduled to be delivered in-person in a return to the pencil/paper format on February 28th and March 1st, 2022.</p> <p>FUTURE STATE: In the spring of 2021, the provincial regulators requested that the CExAC undertake a feasibility study to examine if a permanent move to an electronic exam format. The long-time ExAC psychometrician and exam consultant is overseeing this study in consultation with an assortment of examination delivery professionals and ExAC stakeholders. Results of this study will be delivered to high-level representatives from the provincial regulators in mid-December, 2021.</p>
	Responses to Emergency Situations:
5.0	<p><i>Has the regulator implemented systems / processes to address risk factors arising out of the Covid-19 pandemic, including migration to a hybrid examination and testing system?</i></p> <p>Please see above with respect to the national licensing exam. A hybrid examination is not possible but work is underway to examine a permanent move to an electronic exam format.</p>
6.0	<p><i>Has the regulator explored the ability to provisionally licence applicants during the pandemic to allow them to practice until all registration requirements are met?</i></p>

	<p>The OAA supports provisions for expedited registration in the case of emergency, although it is important to note licensing and other regulatory processes related to architecture were not materially disrupted by the pandemic. Thanks to previous experience with remote work during our headquarters renovation, the OAA was able to quickly mobilize its staff to work from home virtually. This ensured regulatory processes continued to function, serving and protecting the public interest with little impact on daily operations.</p> <p>During a pandemic or at any other time, individuals pursuing licensure are not prohibited from working for an architectural practice; a section of the <i>Architect Act</i> explicitly sets out this activity (<i>Architect Act</i> s.11(d). Additionally, individuals may also work within the Exceptions as set out in the <i>Architect Act</i> s.11(3).</p>
7.0	<p><i>Does the regulator have any plans to revisit its risk identification and mitigation strategies in light of the pandemic?</i></p> <p>Many of the strategies put in place during the pandemic toward building resilience in the regulatory processes of the OAA will be carried forward into our future state of work. OAA is committed to ensuring that its provincial and national responsibilities remain responsive and adaptable to a changeable environment.</p>
Over Reliance on Canadian Experience Requirements	
8.0	<p><i>Has the regulator completed a recent review of the relevance and necessity of its Canadian experience requirements and their impact on the career paths of internationally trained applicants?</i></p> <p>The OAA remains committed to reducing barriers to licensure. Such efforts include the Canberra Accord on Architectural Education recognizing educational equivalencies, various mutual recognition agreements (MRAs) related to reciprocal licensure, the RAIC Syllabus Program and actively supporting the Broadly Experienced Foreign Architect (BEFA) program—an alternative pathway for foreign architects to become licensed.</p> <p>The OAA is one of 11 provincial regulators who together form the <u>Canadian Architectural Licensing Authorities (CALA)</u>. CALA has worked collectively to develop and adopt nationally recognized standards of competence. These standards are embodied in the <u>Canadian Standard of Competency for Architects</u>, which establishes consistent criteria that candidates must meet regardless of their chosen path to licensure. Canadian practical knowledge or local currency forms part of the national competency expectations. Consistent application of these Canadian Standards of Competency by each regulator supports professional mobility via the Canadian Reciprocity Agreement. Architects currently registered/licensed with another provincial or territorial architecture association in Canada may seek membership as an architect in another Canadian jurisdiction through the Canadian Reciprocity Application for Registration.</p> <p>Within Ontario, the required professional competence is normally obtained and demonstrated through a combination of formal education, supervised experience and professional examinations. Architects are responsible for the design of the built environment which requires knowledge of all relevant local Ontario health, life and fire safety legislation such as, but not limited to, the Ontario Building Code (regulations under the <i>Building Code Act</i>), the <i>National Building Code</i>, the <i>Construction Act</i>, the <i>Occupational Health & Safety Act</i>, <i>Fire Protection and Prevention Act</i>, and <i>Accessibility for Ontarians with Disabilities Act</i>. The public should expect and trust that architects in Ontario have general knowledge of local life and fire safety requirements.</p> <p>However, the OAA has long recognized the necessity and importance of alternative means to assess competency for registrants. Individuals seeking licence are able to seek exemption from some or all of the licence requirements (inclusive of Canadian experience) in Ontario as set out in section 13 of the <i>Architects Act</i>. Please see below for more information.</p>

	<p>Additionally, architects registered in another jurisdiction outside of Canada may be eligible to apply for registration in Canada under the terms of a Mutual Recognition Agreement (MRA). These MRAs are formal agreements between architectural regulators in different international jurisdictions to mutually recognize the architectural credentials and qualifications of their registrants, and to provide a pathway for them to obtain registration across participating jurisdictions. Registration under the terms of an MRA is a streamlined process. Eligibility requirements vary for each MRA. Today, Canada has agreements in place with the United States and Mexico, the Asia Pacific Economic Cooperation (APEC), and a soon-to-be ratified agreement with Europe (ACE).</p>
9.0	<p><i>What approaches is the regulator considering to either eliminate or reduce the impact of these requirements?</i></p>
	<p>The <i>Architects Act</i> (the Act) contains provisions for an exemption request to OAA Council upon application for licence. The purpose of Section 13(1)(d) and (e) of the Act and Section 33 of the Regulation is to provide a procedure for an applicant who can demonstrate their qualifications, knowledge, or experience merit exemption. Council will consider requests wherein the applicant is close to meeting the requirements, but is unable to do so because of personal hardship or special circumstances, or where their qualifications, knowledge, and experience merit exemption.</p> <p>As per Section 13(3)b of the Architects Act, the Registrar may refer an application for the issuance of licence to the OAA's Experience Requirements Committee. This Committee is tasked with determining whether the applicant has met the experience requirements prescribed by the Regulations for the issuance of licence, or if the applicant should be granted an exemption from "all or part of the academic and experience requirements set out in this Regulation" on account of their qualifications, knowledge, and experience. It is not uncommon for the OAA to receive an exemption request related to Canadian experience.</p> <p>As noted above, the OAA supports the Broadly Experienced Foreign Architect (BEFA) program. The BEFA program is an alternative pathway to licensure for foreign licensed architects. It is developed by the Canadian Architectural Licensing Authorities (CALA) and administered by the Canadian Architectural Certification Board (CACB). The program assesses broadly based experience of foreign licensed architects against the Canadian Standard of Competency for architects. Applicants who meet the Program eligibility requirements can apply for BEFA Certification through a process which consists of an on-line self-assessment and an interview with licensed architects in Canada. Successful BEFA applicants are granted BEFA Certification, which represents recognition of compliance with the Canadian Standard of Competency for Architects. BEFA Certification allows an individual to apply for licensure as an architect in the Provincial/Territorial Association of their choice.</p> <p>The OAA also grants project-specific temporary licenses to practitioners and practices, and allows foreign architects to practice under the supervision of a licensed architect. The <i>Architects Act</i> section 11(d) specifically sets out the ability of individuals to work for a practice of architecture prior to becoming licensed. Put together with the MRAs and BEFA, these measures outlined above allow significant labour mobility for foreign-trained architects to work or become licensed in Ontario.</p> <p>In summary, the Canadian regulators have collectively agreed to endorse a variety of pathways to licensure in order to allow broad yet comprehensive and robust access to the profession for candidates from diverse circumstances. These include options for domestic candidates and foreign candidates, and are included in the Roadmap to Licensure on the CALA website.</p>

10.0	<i>Does the regulator have plans to assess other barriers that internationally trained applicants encounter and the reasons why some of these individuals choose to withdraw and / or abandon their registration applications?</i>
	The OAA recognizes its public interest mandate is best realized when its membership reflects the society it serves. To that end, the OAA continuously strives to eliminate barriers to work and advancement within the architecture profession on the basis of race, ethnicity, gender identity or expression, sexual orientation, physical abilities, or religious practices. A new portal on the OAA Website , found under the Resources tab, provides key links and references to the equity, diversity, and inclusion work the OAA is doing and includes relevant news, events, and reports. It will continue to grow and evolve.
	Public Policy Considerations
11.0	<i>Is the regulator considering mitigation steps to address low entry-to-practice pass rates for internationally trained applicants?</i>
12.0	<i>How does the regulator monitor labour-market trends and does it have any plans to increase the number of internationally trained applicants that it can successfully register on an annual basis?</i>
	Currently the OAA community includes nearly 4627 Architects plus almost 2000 on the path to licensure. Roughly 660 architects are over 65 years of age but it is anticipated that retirements are more than set off by the number of those seeking licence as the profession continues to grow. The OAA is not facing nor anticipating an impending professional shortage like some other professions may be experiencing.
13.0	<i>What steps has the regulator taken to apply inclusion and anti-racism perspectives to its assessment and registration processes?</i>
	<p>The OAA has incorporated training for all statutory committee members, OAA staff, and OAA members that identifies specific types of bias that need to be addressed when making decisions.</p> <p>The Office of the Registrar has initiated a project to develop a decision matrix for the Experience Requirements Committee members to ensure consistent, unbiased decision making. The project will include a full review of past decisions to ensure alignment with past decisions. The decision matrix will also contain guidelines that help assessors avoid bias in the decision making process. The project will include clearer information on the website that will be readily accessible to any candidate seeking to have their experience reviewed.</p> <p>As part of the OAA's ongoing commitment to address equity, diversity and inclusion within the architectural profession, since 2020, the OAA has made several courses free to all members, Intern Architects, Student Associates, and OAA staff. Most staff at the OAA have attended the following courses:</p> <ul style="list-style-type: none"> • Understanding and Minimizing Unconscious Bias in the Hiring Process • Human Rights in the Workplace • The Business Case for Equity, Diversity, and Inclusion • An Indigenous Lens • Step-by-step Wiidosendiwag: Imbedding Indigenous Perspectives • Terminology Tips to Respectfully Engage with Indigenous People <p>Using results from both the OAA's 2019 Membership Survey, as well as raw membership data and constructive and candid feedback as guides, the OAA continues to explore and act in ways to begin to</p>

Commented [CM1]: Adam/Kristi – is it worth mentioning the continued efforts of the President/Council to address fair workplaces via letters to government?

address deep-rooted biases and lack of true representation in the architecture profession. Recent actions include:

- adding Equity, Diversity, and Inclusion (EDI) as a mandatory requirement for the Continuing Education program;
- hosting free webinars on the topics of unconscious bias, harassment in the workplace, and addressing diversity through leadership;
- increasing accessibility to ConEd and special events through virtual formats;
- hosting virtual roundtables for OAA licensed members, Intern Architects, and students in Ontario's schools of architecture;
- updating the OAA Website to meet Accessibility for Ontarians with Disabilities Act (AODA) standards and introducing live closed captioning for all webinars and virtual events;
- changing registration forms and standards for correspondence to remove prefixes and gender binary language; and
- commissioning a 2021 survey on membership demographics to provide a baseline for future EDI work.

Amongst the many Interns Committee and OAA initiatives related to path to licensure (updated website information, live annual "Meet the OAA" event, online CERB portal, increased outreach to students and interns), the OAA Council recently approved two new Council Action items in June 2021 aimed at identifying challenges and barriers faced by students and interns on the path to licence with the OAA. Specifically,

- Council approved the engagement of an architectural graduate research assistant whose scope of work will include administration and organization of research for the Interns Committee. This work will focus on identifying specific challenges and barriers faced by students and interns enrolled in the IAP in an effort to focus future OAA action items related to licensure in Ontario. The research will examine feedback and common concerns cited in the 2020 Student & Intern Roundtable, the Intern Title survey, and the 2019 Member Survey to determine next steps
- Council approved the request of the Interns Committee to develop and administer a survey to the membership regarding the mentorship experience and any obstacles and challenges they might be facing and that an outside survey consultant firm be engaged to administer the survey.

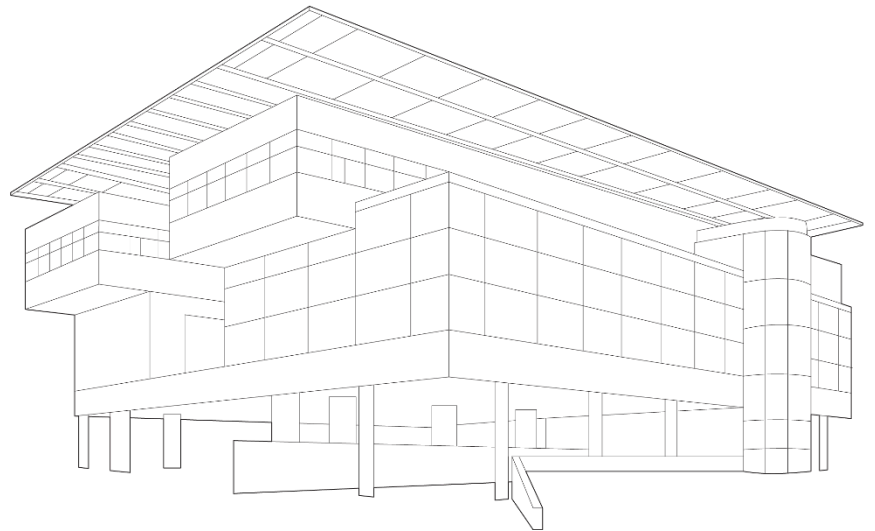
President's Log

Date	Event/Meeting	Location	Attendees	Time
November 25	Pro-Demnity Board Meeting	Toronto	w/Board members	9:00am-12:30pm
November 28	Executive Committee/Pro-Demnity Joint Meeting	Virtual meeting	w/Executive Committee, Pro-Demnity Representatives	12-3:00 p.m.
November 29	International Architectural Roundtable Participants Event	Toronto	w/Roundtable Participants	6:30-9:00 p.m.
November 30	International Architectural Roundtable	Toronto	w/Roundtable Participants, registered attendees	8-10:00 a.m.
December 2	PACT Meeting	Virtual meeting	w/Committee members	9-11:00 a.m.
December 2	Online Convention _Partners on Quality in the Built Environment	Virtual meeting	w/CSHHRC Committees	11:00 a.m. -6:00pm
December 3	Online Convention _Partners on Quality in the Built Environment	Virtual meeting	w/CSHHRC Committees	11:00 a.m. -6:15pm
December 4	Online Convention _Partners on Quality in the Built Environment	Virtual meeting	w/CSHHRC Committees	12-3:00pm
December 6	Society Chairs Meeting	Virtual meeting	w/Society Chairs, Council Liaisons	10-11:00 a.m.
December 9	Governance Committee	Virtual meeting	w/Committee members	1-3:00 p.m.
December 13	OAA Technology Program Integration Committee	Virtual meeting	w/Committee members	2-4:00 p.m.
December 16	Incoming Councillor Orientation	Virtual meeting	w/Incoming Councillors, K.Doyle, C.Mills, T.Carfa	10:30 a.m. - 12 noon
January 4	Executive Committee	Virtual meeting	w/Executive Committee	11:00 a.m. - 12 noon
January 6	Planning Big Think - Education Committee JK-12	Virtual meeting	w/CEC	11:00 a.m. - 12 noon
January 9	OAA Legal Counsel	Virtual meeting	w/K.Doyle, J.King etc and legal team	1:30-2:30 p.m.
January 13	Governance Committee	Virtual meeting	w/Committee members	10:00 a.m. - 12 noon
January 18	Pre-Council meeting	Toronto	w/Council	7-9:00 p.m.
January 19	Council Meeting	Toronto	w/Council, staff	9:30 a.m. - 4:00 p.m.

Executive Director Report to Council

FOR COUNCIL MEETING
January 19, 2023
(open)
ITEM: 6.1.b

January 10, 2023



PRESENTED BY

Kristi Doyle
Executive Director



Ontario Association
of Architects

I am excited as we embark on 2023 with a clear Strategic Plan in place and with our Council firmly committed to furthering that Plan. The Council and Staff team did a considerable amount of work in 2022 to ensure that our governance and operations are aligned to respond to the Plan. These efforts have also set the stage for effective and collaborative work to achieve our stated goals and objectives. We are in a great place to start the year off, and ready to roll up our sleeves.

Welcome again to the new members of Council. I am looking forward to working with you alongside our returning members of Council. I also want to take a moment to acknowledge the public appointees to our Council and the work that they have done for the profession and the OAA. They play such a critical role as members of Council bringing that very important public perspective to all that we do.

The Executive Director's Report to Council provides an overview of key **operational matters and milestones as well as updates on progress towards achievement of the OAA's 5-year Strategic Plan**. Specifically this report focusses on items not covered elsewhere in the meeting agenda. Items within this report have been organized and linked in relation to the overarching lenses and strategic priorities of the 5-year plan through the use of the below noted symbols.



climate action, and



equity, diversity, and inclusion.



regulatory leadership,



governance and operations,



member competency, and



public education.

OAA Strategic Plan

Following the November Council meeting much, time has been spent implementing the streamlined committee and executive committee structure as well as getting the new/revised terms of reference in place for all committees, particularly the standing and discretionary committees. The Registrar is working on a review of the terms of reference for the regulatory committee in the first months of 2023. I have also been working closely over the last six weeks with the OAA's strategic planning consultant and the Governance Committee to develop the agenda and presentation materials for Council's February planning and 'check-in' workshop. The key objective for the planning session this year will be to: align Council and Staff on Principles of Good

Governance; check in on progress and work-in-progress on the 2022-27 Strategic Plan; and, align 2023 Committee work with Strategic Priorities.

The following are a few additional highlights of progress on the Strategic Plan since the November 24, Council meeting.



The TEUI Calculator 2.0 is close to beta testing stage. It will be presented officially to Council in demonstration mode at the March Council meeting.

We will begin data collection on the performance of the Headquarters Building shortly, and in partnership with NRC.



Administration of the annual demographic survey of the members is underway; however, the response rate has been low. Staff are working to issue more reminders and to bring greater visibility to the survey. It is likely that an approach decoupling it from the annual fees renewal process may be recommended in the spring, following the analysis of the 2023 results and response rate.

A review of the status of the recommendations stemming from the EDI-Truth & Reconciliation Working Group was recently conducted. Of the 40, there are two outstanding recommendations to act upon which will be addressed in 2023. The first is a roundtable of architectural firms to consider EDI best practices and open discussion – perhaps a friendly challenge among firms’, as well as information sharing and education opportunity. A proposal on this initiative will be brought forward at the March Council meeting.



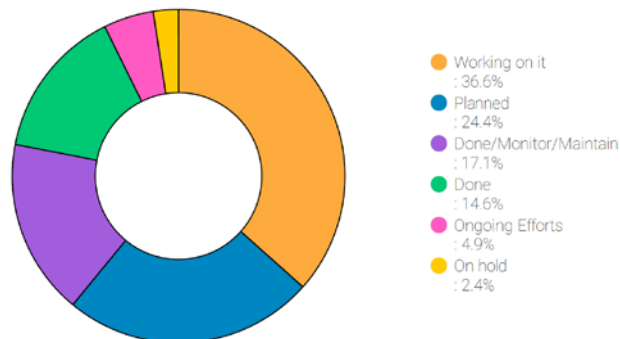
A considerable amount of work has also been done since the last Council meeting on the Act Modernization project. The status is reported in more detail elsewhere in the agenda.

Operational Review

The following represents the status of the implementation of Recommendations under the OAA's operational review. Given that the last report was less than 8 weeks ago, there has been little change overall. A more detailed report on the 38 recommendations will be presented to Council at its February 3 planning session.



STATUS COLUMN



Administration + Operations



OAA Registrar and Executive Director delivered the annual Councillor orientation and governance session on December 16, 2023.



The OAA welcomes the following new staff since the last Council meeting: Eleanor Gakpey in the position of Policy Analyst and Camille Cabero in the position of Administrative Assistant IAP. The OAA will officially say 'good-bye' to Architectural Graduate Lindsay Wu on January 18 as she moves on to begin her internship.

Based on recent interviews we are confident that we will have the position of Specialist, Public Outreach filled shortly as well as a new Practice Advisor on board.

A meeting of the Finance & Audit Committee was held on December 19 to consider the terms of engagement for the 2022 Audit and meet with the OAA's Auditors. The OAA Finance team are fully engaged in preparations for the Audit that will begin on January 23 as well as administration of the annual fees renewal process.

I met with the Governance Committee on December 8 for my annual performance evaluation.

The monthly meeting of the staff Team Leads will be held on January 16. The focus of the meeting will be a year in review in preparation for the Council planning session as well as identification of projects already underway or planned for 2023.

Public Outreach + Education



Along with OAA President Speigel, I participated in a meeting of Engineers, Architects, Building Officials (EABO) on November 30. As a related initiative, I have arranged to meet with the CAO of the Ontario Building Officials Association (OBOA) to consider the details of a webinar in the first half of 2023 that would focus on professional design requirements and building permit submissions.

National Initiatives



The RFP for a Consultant to conduct the Review of the Examination for Architects in Ontario (EXAC) was issued on January 10. As a member of the national Task Force leading this exercise, I will be participating in the review and selection process to engage the consultant. Deadline for submission is January 31.



The RISE for Architecture – national steering committee work is well underway as we enter into phase three of this project. Bi-weekly meetings are being held with the steering committee. A working meeting is planned for February, and will be hosted at the OAA Headquarters. Both myself and OAA Councillor Farida Abu-Bakare are members of the committee.



Relationship Building



OAA Registrar Christie Mills and I met with Ministry of the Attorney General staff on December 12 to discuss the Act Modernization Process. A second meeting with staff in the Minister's office was held on January 12.

I will be meeting with ARIDO Executive Director Sharon Portelli at the end of January to review the status of the regulation of interior design file.



A virtual check in with the Chairs of the Local Architectural Societies and Councillor Liaisons was held on December 6. These informal zoom meetings continue to serve as an excellent opportunity for networking and sharing of information and ideas.

Looking Ahead

The following events are coming next month:



The next virtual check in with the Chairs of the Local Architectural Societies and Councillor Liaisons is schedule for February 9.

I will attend the next Board meeting of the Construction & Design Alliance Ontario on January 26.



Council will participate in their annual planning session on Feb 2 and 3 at the OAA Headquarters Building.



A meeting of the national Committee for ExAC (CExAC) will be held on January 26 and 27 in Montreal. OAA National Co-Administrator will be in attendance at that meeting to present the draft budget. As a reminder the OAA is responsible for administering and managing the ExAC finances on behalf of ROAC.



The OAA staff team is moving ahead full speed on the details and development of Conference 2023 in Sudbury this June. As a reminder, the theme is *"Designing for Dignity"*.

I welcome your questions and comments at our next meeting and look forward to our discussion.



Memorandum

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.2.a

To: Council

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Yan Ming (Pearl) Chan
Paul Hastings	Christina Karney
Jennifer King	Natasha H. Krickhan
Michelle Longlade	Lara J. McKendrick
Elaine Mintz	Deo M. Paquette
Clayton Payer	Greg Redden
Kristiana Schuhmann	Gaganjot (Gagan) Singh
Andrew Thomson	Settimo Vilardi
William (Ted) Wilson	Marek C. Zawadski
Kimberly Fawcett-Smith	

From: Settimo Vilardi, Senior Vice President & Treasurer**Date:** January 12, 2023**Subject: Unaudited Financial Statements for the Twelve Months Ended November 30, 2022****Objective:** To provide information on the year end cash surplus based on projected financial statements and the recommended transfer of funds to the Reserve as at November 30, 2022.

Attached for your reference is the 2022 Statement of Members Equity. This statement is based on preliminary Financial Statements for 2022 currently in the audit process. Audited Financial Statements will be reviewed by the Audit Committee on February 17, 2023 for presentation to Council on March 2, 2023 for approval.

Based on preliminary financial statements and estimated expenses to be accrued the projected surplus is \$688,000.

Council will recall that the following motion was passed at the November 24 meeting:

It was moved by McKendrick and seconded by Vilardi that Council direct that any 2022 year end surplus be allocated to the OAA's Restricted Reserve, in proportionate amounts to be agreed to between Senior Vice President & Treasurer and OAA Management staff. -- CARRIED

The Reserve fund balances as of November 30, 2022 are;

Operating Reserve Fund	\$1,048,127
Major Capital Reserve	\$749,735
Legal Reserve	\$162,500

Based on our current financial position, the recommendation is to allocate the following amounts to each reserve retroactive to November 30, 2022;

Operating Reserve Fund	\$100,000
Major Capital Reserve	\$500,491
Legal Reserve	\$40,000

The transfer noted above into the major capital reserve will address the allocation to the reserve fund as anticipated for 2022 as outlined in the Reserve Fund Study as well as cover the budgeted spend for 2023.

Final Balances will be as follows:

Operating Reserve Fund	\$1,148,127
Major Capital Reserve (after 2022 expenditures of \$54,900)	\$1,195,326
Legal Reserve	\$202,500

Targets for each fund are listed below:

Operating Reserve Fund (minimum 6 months costs)	\$3,000,000
Major Capital Reserve (Nov 2023 per Reserve Study*)	\$832,326
Legal Reserve (no minimum specified)	n/a

*Major Capital Expenditures for 2023 include Landscaping Competition, Roof Repair, Elevator Modernization, Exterior Repairs, etc.)

Once the Fiscal Year is closed and no additional expenses are accrued, the remaining balance, will be transferred into the Unrestricted Fund of Members Equity, which is anticipated to be less than \$50,000

Action: **This report is for Council's information, and in accordance with the direction given by Council at the November meeting.**

Attachments: Statement of Members Equity'22

ONTARIO ASSOCIATION OF ARCHITECTS

Statement of Members Equity

Twelve Months Ended November 30, 2022

Members Equity Year to Date (YTD)

Total Members Equity	
Less: Current YTD Surplus from P&L	
Less: Allocated Reserves (Restricted)	
Legal Reserve	
Major Capital Reserve	
Operating Reserve	
Less: Pro-Demnity Insurance	
Less: Property & Equipment	
YTD Unrestricted Members Equity Available for Allocation	
Future Reserve Allocation	
2022 Projected YE Reserve Allocation (Restricted)	
Legal Reserve	
Major Capital Reserve	
Operating Reserve	
Remaining Unrestricted Members Equity 2022 YE	

Detail	Total
	45,719,068
	688,641
	1,960,362
162,500	
749,735	
1,048,127	
	32,807,966
	6,771,860
	3,490,239
	640,491
40,000	
500,491	
100,000	
	2,849,748

Any Surplus or Deficit at Year End is transferred to the Members Equity. Council determines at Year End the portion of Unrestricted Members Equity to be allocated to the restricted reserves.

The Budget Committee provides recommended amounts to transfer to Restricted Reserves during the budgeting process in the fall.

Major Capital Reserve Fund

Budget 2020 provides for a portion of the projected surplus to be allocated to this reserve.

History:

In 2014 the Building Reserve Policy was formalized and issued "to provide a source of sustained funding for Capital Maintenance and Repair as well as Capital Improvements that cannot be otherwise funded in a single budget year through the OAA's existing annual operating budget for repair and maintenance of the building."

In 2012 for Budget 2013 Council approved an increase to the Building Reserve of \$50,000 bringing the annual contribution to \$170,000.

For Budget 2011 Council approved an increase to the annual contribution to the building reserve from \$40,000 to \$120,000

Council on October 12, 2006 approved the creation of a reserve fund to provide for future repairs to the building.

Budget 2007 represented \$40,000 in order to establish the reserve.

Operating Reserve

Budget 2020 provides for a portion of the projected surplus to be allocated to this reserve.

History:

In 2014 the Operating Reserve Policy was issued to "ensure the stability of the mission, programs, employment, and ongoing operations of the organization in the event of a sudden or unexpected negative change in revenue that would affect the provision of services to members."

Legal Reserve

Budget 2020 provides for a portion of the projected surplus to be allocated to this reserve.

History:

The legal reserve fund was established in 2017 to set aside funds for years during which unusually high legal costs arise as was the case in 2017.

Memorandum

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.2.b

To: Council

Susan Speigel	Farida Abu-Bakare
Loloa Alkasawat	Ida Badre
J. William Birdsell	Kimberly Fawcett-Smith
Christina Karney	Jennifer King
Natasha Krickhan	Michelle Longlade
Lara McKendrick	Elaine Mintz
Deo Paquette	Clayton Payer
Greg Redden	Kristiana Schuhmann
Gaganjot (Gagan) Singh	Settimo Vilardi
William (Ted) Wilson	Thomas Yeung
Marek Zawadzki	

From: Update from the Governance Committee

Settimo Vilardi, Chair Senior Vice President & Treasurer	
Susan Speigel, President	Elaine Mintz, LGIC Appointee
Ted Wilson, VP Practice	Michelle Longlade, LGIC Appointee

Date: January 13, 2023

Subject: Update on recent activities of the Governance Committee

Objective: To provide Council with an update on the recent activities of the Governance Committee

A meeting of the Governance Committee was held on January 13 via Zoom.

The following items were considered and discussed.

Assignment of Councillors to Committees for 2023

It was agreed that the Governance Committee would work with the Executive Director to establish the assignment of individual Council members to OAA Committees. This will also include the assignment of Committee Chairs and in accordance with the recent governance changes made by Council in late 2022. Executive Director, Doyle was asked to send an email to Council immediately following the Governance Committee meeting to advise Council of the process and ask if Council members have specific interests. The Committee will meet on January 17 to make the assignments which will be effective following the January Council meeting at which time the Registrar will also certify the results of the acclamation/election of Officers.

OAA Mandatory Vaccination Policy

The Governance Committee agreed with the recommendation of OAA Management that it would be appropriate to sunset the OAA's Mandatory Vaccination Policy. This will take effect immediately.

Other Discussion and Updates

The Committee also discussed the need to reinstate the 'President's Wall' at the OAA, in some form, now that the Headquarters renovation is complete. This item has been referred to the Building Committee for timely action.

The continuation of the OAA's membership for Councillors in the Institute for Corporate Directors was also discussed. More discussion will occur in the spring when the membership comes due.

Staff provided an update on recent hires at the OAA as well as the status of the progress on the recommendations from the Operational Review.

The Committee discussed the inclusion of a segment at the close of each in camera meeting that would be "in camera with no staff" which is a recognized best practice. This will be included in the January Council meeting.

Agenda and Format for the Feb 2-3 Council planning session.

The second half of the meeting was spent with Kathy McLaughlin and Lea Anne Sexton who will be facilitating the planning session on Feb 2-3 at the OAA Headquarters. The agenda and pre-reading materials will be shared with Council ahead of time. It is noted that this is an in-person workshop format. The workshop will not be hosted in a hybrid format.

Action: None. For information only.

Attachments: None

Memorandum

To: Council

Susan Speigel	Farida Abu-Bakare
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Gaganjot (Gagan) Singh	Settimo Vilardi
William (Ted) Wilson	Thomas Yeung
Marek Zawadzki	

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.3.a

From: Christina Karney, Vice President Strategic

Date: January 9, 2023

Subject: Update on the activities under the Vice President Strategic portfolio

Objective: To update Council on the activities under the Vice President Strategic portfolio.

Highlights

[Activities Report – Vice President, Strategic](#)

[PACT Updates](#)

[SBEC Updates](#)

[Construction Design and Alliance of Ontario \(CDAO\) Updates](#)

Activities Report – Vice President, Strategic

- Update call with Policy and Government Relations staff: December 9, 2022
- SBEC meeting: December 5, 2022
- PACT meeting: December 2, 2022
- Council meeting: November 24, 2022
- Big Think debrief meeting: November 10, 2022
- Long-Term Care meeting with editor: November 10, 2022

PACT Updates

PACT had a very busy fall season. Coming off the World Architecture Day celebration and subsequent MPP meetings where housing affordability was discussed with elected officials, government introduced the very controversial Bill 23 and PACT was instrumental

in formulating the OAA's response to this Bill. Despite the controversy around this and other housing legislation that government has recently introduced and passed expediently, it is exciting to see government pick up some decade-old recommendations that the OAA has been advancing to help fix the broken site plan approval process in Ontario. In particular, the passage of Bill 109 from the spring of 2022 mandated delegated decision-making on site plan to city staff and the passage of Bill 23 restored the Section 41 design exclusions in the *Planning Act*.

PACT meetings for 2023 have not been scheduled yet; however, the Committee is busy planning its year ahead including refining its priority list which includes:

- Housing affordability
- Long-term care
- *Employment Standards Act* reform
- National Architecture Policy
- New research opportunities

SBEC Updates

Further to Council's decision from the November 24 meeting, SBEC members have been notified that the Committee is transitioning to an Advisory Group and plans are in place to formally thank Committee members and seek their intent to remain involved as a group member. 2022 has been a productive year for SBEC and there remains two projects in the pipeline thanks to their hard work:

- Fillable form for Case Studies: Per the advice of SBEC, case studies on the Climate Action page of the OAA website need to be refreshed and new content should be added. As such, Communications staff worked alongside SBEC members to develop a template for case studies which will live on the Climate Action page as a fillable form that members can use to populate details about their case study buildings. Currently, Communications staff is working with the OAA's web developers to build the backend infrastructure to support this new feature on the website. Once live in early 2023, members will be notified about it via OAA News and encouraged to post their case study buildings.
- TEUI 2.0: Development of Version 2.0 of the TEUI calculator is underway. This updated version will calculate more metrics than the previous version was able to and will be able to generate a "pass/fail" rating based on user selection of a compliance path that is being followed. A tutorial for the updated version is in the works and a proposal has been made to Con Ed to have a session on it at Conference 2023. The SBEC advisory group will beta test Version 2.0 before it goes live in early 2023.

Construction Design and Alliance of Ontario (CDAO) Updates

CDAO hosted its Annual General Meeting (AGM) on November 21, 2022 at OAA headquarters and OAA Executive Director, Kristi Doyle, was reappointed to the Board of Directors. OAA staff will continue to support the CDAO forum group.



The Procurement Guide that CDAO is creating is moving slower than originally anticipated. The Board had retained a consultant to do this work; however, they since had to part ways with the consultant and are currently rethinking how that work will get done. PACT and Council will have an opportunity to review the draft guide once it is in a better state for review.

CDAO will also be looking to plan another virtual Procurement Day in the second half of 2023. This will expand on the success of the October 2022 event, and highlight the new procurement guide. For Council's information, attached is a copy of the CDAO strategic plan.

Action

None. For information only.

Attachments

CDAO Strategic Plan

2022/2025 Strategic Priorities

Who is CDAO?

The Construction and Design Alliance of Ontario (CDAO) is a collaborative organization comprised of 19-member associations that have mandates related to Ontario's infrastructure.

CDAO's primary goal is to provide municipal, provincial, and federal governments a forum to seek input and advice from stakeholders whose collective vision is to ensure Ontario is a province of livable, marketable, sustainable communities for all Ontarians and is known for its leading-edge infrastructure and built environment projects.

CDAO Mission

The Construction and Design Alliance of Ontario (CDAO) is a forum for discussion, development and advancement of the broader design and construction industry's input related to provincial government policy, legislation and/or regulation that affects the built environment. The Alliance is a resource to government that develops consensus opinions and recommendations that are properly supported by appropriate research and information and presented effectively and professionally to the government. The Alliance advocates for sound legislation that has positive impacts on construction and procurement in Ontario.

2022-2025 Strategic Priorities

CDAO member associations support fair, inclusive and competitive procurement processes and proactive, planned investment in Ontario's infrastructure based on a minimum ten-year rolling investment strategy and urban plan.

All CDAO member associations agree that long-term infrastructure planning and investment, as well as fair procurement practices and regulatory streamlining, are critical to strengthening and growing Ontario's economy as well as ensuring a built environment that meets the needs of our society.

1. Long-Term Infrastructure Planning and Investment in Ontario

Infrastructure remains atop of the political agenda, not only in Canada, but around the world due to its importance in achieving multiple policy objectives such as providing essential services like transportation systems to move goods and people, addressing the climate emergency and housing crisis, and delivering high-quality education and health care. In CDAO's discussions with Infrastructure Ontario (IO), the Alliance continues to stress upon the importance of a robust and all-encompassing pipeline of projects.

CDAO Vision: Provincial government commits to a long-term infrastructure investment strategy for major public infrastructure in Ontario based on a minimum ten-year rolling investment plan. Infrastructure investment requires strong leadership by the province and collaboration with the municipal and private sectors, with the support of and to the benefit of the public.

CDAO Strategy: We will approach provincial government to influence and collaborate on the development and adoption of a long-term infrastructure investment strategy.

CDAO Success Indicators: We will know our collaboration efforts are successful when the alliance sees a workable plan in place that is in alignment with our vision.

2. Public Procurement of Design & Construction Services in Ontario

Ontario's infrastructure is critical to the well-being of our Province and the citizens that live in it. CDAO members are responsible for planning, designing, and constructing this infrastructure for the public good. For our industry to do that, it is vital that there is a public procurement system that supports this collective goal.

The following are key procurement principles:

1. Pre-Project Investments and Quality of Documents [link to document]
2. Use of Standard Industry-Recognized Documents.
3. Minimal Supplementary Conditions.
4. Understanding our Roles and Responsibilities, appropriate allocation of Risk and the Public Interest.
5. Best Practices in Procurement including Quality Based Selection (QBS).
6. Qualification Systems; and
7. Different Procurement Models.

CDAO Vision: The implementation of improved and standardized procurement practices and qualifications systems across all public entities within Ontario, which foster systems that include equity of access to projects and diverse participation by the planning, design, and construction industry as well as recognizing a fair and appropriate level of risk transfer across the parties.

CDAO Strategy: We will continue to advocate, lobby, and collaborate with provincial government, and where appropriate, municipal jurisdictions, for procurement systems that are fair, equitable, transparent, and efficient while also supporting innovation.

CDAO Success Indicators: We will know our collaboration efforts are successful when the Alliance sees a workable plan in place that is in alignment with our vision.

3. Regulatory Streamlining

Ontario needs a modernized development and permit approvals process and faster building innovation, while maintaining high planning and building safety standards.

CDAO Vision: The implementation of a simplified system that greatly improves the development and permit approvals processes resulting in Ontario's ability to design and build faster.

CDAO Strategy: We will leverage the experience and expertise of the Alliance to advocate and lobby with all levels of government by identifying areas of process which require improvement along with presenting alternative models that have been successful in other Canadian jurisdictions.

CDAO Success Indicators: We will know our efforts are successful when our members experience a more efficient and effective permit application processes.

Summary

By having a long-term infrastructure plan and investment approach (incorporating the private sector and revenue-generating options where appropriate), a transparent and efficient procurement system, and regulatory streamlining, all Ontarians can reap economic, societal, well being and environmental benefits that both new and renewed infrastructure will foster.

CDAO member associations stand ready to partner and work with the province to design and build the infrastructure that Ontarians need in order to live, work and play in a prosperous province.

Respectfully submitted

A handwritten signature in black ink, appearing to be 'SP' followed by a stylized flourish.

Sharon Portelli
Chair, CDAO

Memorandum

To: Council

Susan Spiegel
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
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Settimo Vilardi
Thomas Yeung

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.4.a

From: Jennifer King, Vice President Communications

Date: January 3, 2023

Subject: Communications Update

Objective: To provide an update on current and ongoing communications-related activities for the OAA.

[Awards](#)

[Conference](#)

[Podcasts](#)

[E-Communications](#)

[Website](#)

[Social Media](#)

The Communications Committee was sunset shortly after its meeting on November 1, as part of its evolution with the Comprehensive Education Committee to create a new, unified **Communications and Public Education Committee (CPEC)** for 2023.

The VP Communications gratefully acknowledges the contributions of Councillors **Bill Birdsell** and **Elaine Mintz**, as well as members **Carl Knipfel**, **Joël León**, **Dana Seguin**, and **Arezoo Talebzadeh**, along with the support of OAA staff over the last year, along with the work of previous Committee members to lay the groundwork for much of the OAA's public-facing programming.

At the last Council meeting, the appointments of several CPEC members were made (drawn from existing members at large of the two Committees as well as applicants from the Call for Volunteers), and there was also the request to secure the participation of up to three additional architects. This call went out in early

December and was promoted on social media and in two editions of the *OAA News*.

In the meantime, CPEC expects to be having its inaugural meeting in February or early March (pending selection of a chair) in order to fulfil its responsibilities with respect to both Conference decisions as well as selections related to the Special Project Funding (SPF) program for the Local Architectural Societies as well as the Public Awareness Sponsorship initiative—both of which have their deadlines in late January.

Awards

The OAA is awaiting the final submission results of its call for entries for **the SHIFT2023 Health Architecture Challenge**, the **G. Randy Roberts Service Award**, and the **Honour Roll**, which will be determined by January 20. The SHIFT Jury and Service Award Jury (along with their facilitators) were finalized in November. Members of the profession, as well as those on the path to licensure, have been encouraged to participate via social media and e-communications.

Staff have organized a submissions review day for late January to pore through the submissions and ensure eligibility. Related, those in the Office of the Registrar will ensure the lead on each SHIFT team holds status with the OAA.

Over the winter break, staff have been in touch with the various jurors to finalize a date for the Jury Day, along with determining whether it will be hybrid or solely in person. The new OAA President will be encouraged to participate in this event as well, with more information to come.

IQ Media, publishers of *Canadian Architect*, are in discussions with the OAA regarding the creation of the usual SHIFT publication, which will be made available in time for Conference.

Podcasts

The first three episodes of ***Architecturally Speaking* podcast/video** have now been recorded with consultant/producer Peter Reynolds of “For the Record,” the chosen host and the guests. These topics include an intro to the architecture profession, an explanation of the built environment’s relationship with climate and the environment, and a chat with someone who specializes in laneway/garden suites about missing middle and other infill residential opportunities.

At the time this report was being finalized, two more episodes were scheduled to be recorded: one on accessibility and another being a discussion on the path to licensure by two architects. A sixth episode’s topic has been identified, with a

guest speaker still being determined. A release date schedule is now being explored with the consultant.

Again, as a reminder, this initial six-episode season is coming from existing Communications budgets and is intended as a proof of concept. Should it be successful and warrant a second season with more guests and episodes, there will be further discussion on how to best develop it further.

Website

Numerous tweaks continue to be made to the OAA Website in the context of the Strategic Plan, including a clearer general layout on the homepage and more inclusive language regarding OAA membership. Staff is also working closely with the website consultant, Enginess, on some lingering issues with the Careers & Opportunities section, as well as the Committees listings.

Work continues on a simple case study template enabling members of the profession to share their projects and inform the public and peers as to how and why they are designed in such a way to minimize impacts. After a review by the Sustainable Built Environments Committee (SBEC), a template draft has been shared with Enginess for its development work. Staff are beginning to create case studies using this template, beginning with the OAA Headquarters and updates on existing exemplary buildings that had previously been posted on the site. For the 2024 Design Excellence Awards program, the application process will be tweaked to ensure architecture practices submit specific climate-related metrics/information to help facilitate this case study creation process.

After review by the Interns Committee, the Mentor Directory for those in the Internship in Architecture Program (IAP) and OAA Technology Program remains hidden on the OAA Website, pending a proper rollout—that is, it needs to have more participants before it can be shared. Those mentors who had previously agreed to provide their information are being contacted, and encouraged to include their details. A Special News Bulletin will go out to OAA members, with separate touchpoints for the Societies.

As a reminder, this database directory will be located on the OAA's member-only side of the website, which is accessible to Student Associates, Student Technologists, Intern Architects, and Intern Technologists. It allows searching of mentors by not only practice information, but various identity/community criteria as well.

Web Updates (December 2022–January 2023)

- Updating 2022 Design Excellence winners with TEUI information on the bOAAg as per direction from Council and SBEC;
- Council elections pages;
- Contracts pages;
- Architectural design competitions page;
- Homepage layout;
- Updates to Fundamentals of Running an Architectural Practice pages;

- Updated photos for staff and Council;
- Climate Action pages;
- Conference pages
- Access to Architecture pages, including scholarships;
- Updates related to dissolution of OAAAS and integration of OAA Technology Program; and
- Updating of pages for the www.shiftchallenge.ca site to reflect the new timelines and theme.

Conference

Planning continues with respect to *Designing for Dignity*, the OAA Conference to be held in Sudbury from June 21 to 23. OAA staff, including those in Communications and Education & Development, continue to liaise closely with MCC, the planning consultant for the event.

A special “[teaser trailer](#)” was shared over social media and has been posted on the OAA Website, with the tag of “Sudbury: It’s Closer Than You Think.” Outreach will begin ramping up later this month to continue to inform and excite about the proceedings. This will include a series on the bOAAg that spotlights various people from Sudbury, within the architecture profession and outside, to showcase the region and its many offerings.

After receiving Council approval for the proposed keynote speaker, **Spencer West**, OAA staff have confirmed he will indeed kick off registration with a special virtual event on April 18 at 1 pm. This “fireside chat” and live Q&A will be free to attend; it will also be available for on-demand viewing for a limited time afterward. Additional information will be shared with the membership shortly.

E-communications

In addition to the regular biweekly editions of the *OAA News* newsletter and the bimonthly *Practice Advisory*, numerous other “special bulletin” emails have been sent out since the last Council report. These include:

- Reminder to participate in the SHIFT Challenge along with a reveal of the special jury;
- Encouragement to submit nominees for the OAA Service Awards program;
- Updates regarding the OAA’s Technology Program;
- Information for members about the OAA’s updated suite of free contacts for architectural services; and
- Registration reminder for the Fundamentals of Running an Architectural Practice course.

Further, emails regarding Individual Renewals for members, as well as Intern Architects and Intern Technologists, Student Associates and Student Technologists, were sent. These notices also encouraged those with OAA status to participate in the Demographics Survey and join or renew affiliation with their Local Architectural Society. Outreach will soon take place with Honorary Members, Life Members, and Members of Long Standing.

The OAA also sent out a press release highlighting how amendments led by the Association's Harmonized Zoning Bylaw Task Group have been reflected in the Ontario Land Tribunal's (OLT's) final order regarding amendments to the residential provisions of the Toronto Citywide Zoning Bylaw 569-2013.

In the coming year, OAA Communications staff will also be exploring a modernization of the design of the suite of e-communications to both bring it more in line with the Association's visual identity, better respond to the needs of its audience, and ensure best practices are being followed with respect to accessibility.

Social Media

Social channels continue to show growth, but there was a bit of a drop with OAA's Twitter account as that platform continues to undergo instability. Throughout the holiday season, our social channels shared Society news stories, climate change articles, OAA ConEd Webinar series, Practice Advisory bulletin news, Ontario Building Code, OAA Council Elections, and information regarding the harmonized zoning bylaw.

The highest reach in 2022 on our Facebook account was the QPP Victoria County Gaol post. It reached 343 people on Facebook. The highest reach in 2022 on our Instagram account was related to the OAA's OLT decision. It reached 2,121 people on Instagram. This was also the LinkedIn post with the most impressions in 2022, garnering 2,373.

In regards to our YouTube account, the aforementioned 2023 OAA Conference promo video was added, along with the November NOW Lecture.



Followers: 7,406 **(up 69 from last report)**

Average Post Audience: 3,058



Followers: 7,883 **(down -18 from last report)**

Total Likes: 7,533 (-19 down from last report)



Followers: 2,624 **(up 13 from last report)**

Total Likes: 2,185



Followers: 11,193 **(up 441 from last report)**



Action: **For information only.**

Attachments: None.

Memorandum

To: Council

Susan Speigel
Loloa Alkasawat
J. William Birdsell
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Settimo Vilardi
Thomas Yeung

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.5.a

From: Christie Mills, Registrar

Date: January 11, 2023

Subject: Office of the Registrar Statistical Report to Council

Objective: Share the latest record of statutory activities.

The OAA fulfils its mandate to protect and serve the public interest by:

- ensuring those licensed to practise architecture in Ontario are competent to do so;
- determining what professional conduct and competence is required from its members and taking steps to encourage and ensure compliance;
- establishing and overseeing a process for determining when a member has breached their professional obligations, and, if so, setting the consequences; and
- preventing the illegal and unauthorized practice of architecture.

The OAA strives to realize its mandate by adopting a risk-based approach to regulation. This means it looks for solutions proportionate to the risk posed to the public, and will intervene in matters directly relevant to one or more of its regulatory functions.

Action: None. For information only.

Attachments: Office of the Registrar Report

Office of the Registrar Statistical Report

JANUARY 2023

PRESENTED BY

Christie Mills



Ontario Association
of Architects

The Registrar's Report to Council provides an overview of key statutory matters and statistics, both ongoing and planned. Items of regulatory importance to the Association include information on the activities of the following:

- The Experience Requirements Committee (ERC);
- The Complaints Committee;
- The Discipline Committee;
- The Registration Committee; and
- Act Enforcement.

The report also provides statistical information regarding:

- OAA membership and OAA status composition;
- Licence applications;
- OAA Certificate of Practice composition;
- Certificate of Practice applications; and
- Growth statistics of the above.

The Association's principal objective is to protect users and potential users of professional architecture services by governing its licensed members, including holders of certificates of practice and temporary licences, so that the public can be confident OAA members are appropriately qualified and meet the requirements at law to practise architecture. As a self-regulated professional organization, the OAA is authorized by the Government of Ontario, under provincial statute to establish, monitor, and enforce standards of practice and performances for its members and practices. For the purpose of carrying out these objectives, the Association relies on statutory committees and processes; the statistics of which are highlighted below.

Experience Requirements Committee (ERC)

Upon referral, the Experience Requirements Committee determines if an applicant has met the experience requirements prescribed by the Regulations forming part of the eligibility requirements for the issuance of an OAA licence.

As per Section 13(3)b of the *Architects Act*, the Registrar, on their own initiative, can (and on the request of an applicant, *shall*) refer an application for the issuance of licence to the ERC for a determination as to whether the applicant has met the experience requirements prescribed by the Regulations for the issuance of licence. Additionally, the Committee will determine as to whether the applicant has met the experience requirements prescribed by the Regulations for the issuance of licence in matters related to [Exemption Requests to Council](#) as set out in Section 33 of the Regulations.

There were four ERC assessment interviews during 2022; two applicants for international experience (gained while not enrolled in the IAP), one follow up second interview (that was a condition of the original assessment) and one Exemption Request to Council. Work continues with the committee to create a back up set for second/follow-up interviews and overall resiliency. The ERC panel will also work to

identify any gaps in assessment questions to ensure alignment with latest version of the IAP and the ROAC¹ Canadian competency standards for architects.

There are already six (6) assessment interviews booked for 2023:

- Four Exemption Requests to Council; and
- Two for international experience.

Complaints Committee

As the regulator of the practice of architecture in Ontario, the OAA handles complaints regarding the conduct or actions of a member of the OAA.

The [Architects Act, R.S.O. 1990, c. A.26](#) prescribes the complaints process to ensure the public interest in Ontario is served and protected. A complaint may be made if there is concern a member of the OAA (Architect, Licensed Technologist OAA, a holder of a Certificate of Practice, or holder of a Temporary Licence) has contravened the *Architects Act* or has engaged in professional misconduct as set out in the Regulations (R.R.O. 1990, Reg. 27, s. 42).

Below are the complaints committee statistics for 2022:

Total Inquiries ¹	39
Total Complaints in 2022	28
Dismissed after preliminary review	3
Held in abeyance	2
Active ²	7
Closed	
Not referred (dismissed)	5
Not referred (caution)	0
Referred to Disciple	2
Registrar's Investigations ³	4
Good Character Investigation ⁴	5

Discipline Committee

Discipline decisions are the result of hearings conducted by a tribunal comprising two senior members of the OAA and a Lieutenant Governor in Council Appointee (LGIC) from the Discipline Committee. The Discipline Committee hears allegations of professional misconduct against members of the Association, holders of a Certificate of Practice, or holders of a Temporary Licence.

¹ Any communication about a member's professional misconduct. This number includes matters that has since been referred to complaints, however, not all complaints began as inquiries.

² Active includes matters – as at December 31- in documentary exchange process, in an active investigation or before a panel prior to the parties being notified of the disposition

³ Not yet referred to complaints

⁴ All GC matters have been cleared



Allegations may arise through:

- referral of a matter by the Complaints Committee; or
- Council directing the Discipline Committee to conduct a hearing into allegations of professional misconduct in a specific situation.

There were two hearings conducted and two matters remain ongoing from 2022. Two new matters have been referred and await scheduling. There were thirty non-compliance matters related to the 2018-2020 ConEd cycle administered via the OAA written discipline hearing September 2022. Three of the thirty cases are being appealed to Divisional Court.

Registration Committee

When the Registrar proposes to refuse an application for licence, certificate of practice or temporary licence; proposes to suspend or revoke a certificate of practice or temporary licence; or, proposes to issue a licence, certificate of practice or temporary licence with terms, conditions and limitations, the applicant may request a hearing before the Registration Committee. The Committee hears the matter and makes a determination as to the proposal by the Registrar.

The hearing is held before a panel of three members of the Registration Committee. A Registration hearing is not an appeal and is not a review of the decision made by the Registrar. A hearing is a fresh opportunity for an applicant to present evidence in support of their application. The applicant bears the onus of satisfying the Registration Panel, on reasonable grounds, that they meet the requirements of the Act and the Regulations for the purpose of issuance of a licence or Certificate of Practice.

There were no Registration Committee hearings during 2022.

Act Enforcement

The Act restricts the practice of architecture to licensed members of the OAA providing professional services through a Certificate of Practice issued by the OAA. The practice of architecture includes:

- the preparation or provision of a design to govern the construction, enlargement, or alteration of a building;
- evaluating, advising on, or reporting on the construction, enlargement, or alteration of a building; or
- a general review of the construction, enlargement, or alteration of a building.

It is an offence for an unlicensed person (including a corporation) to use the term “architect”. It is also an offence to hold oneself out as engaging in the practice of architecture without a licence issued by the OAA.

Misrepresentation of the protected title “architect” and misleading claims or advertising (inadvertently or purposely) could lead the public to conclude they would be receiving architectural services from a licensed and regulated professional.

The OAA’s regulatory mandate includes taking action against those unlawfully providing architectural services. The *Architects Act* and its Regulations outline specific exceptions, but outside of these, the OAA may take legal action. The OAA

will investigate when a possible infraction is brought to its attention. If it appears illegal practice has occurred, the OAA may do one or more of the following:

- Send an inquiry letter advising of the concerns, and request specific corrective action. This is a common first step in the case of misrepresentations.
- Request the individual sign an undertaking and covenant agreement, which includes an acknowledgment of the breach of the *Architects Act* and agrees to compliance in the future.
- Pursue financial damages or injunctive relief through the courts.

Below are the act enforcement statistics for 2022:

Total Investigations in 2022	68
Active files/ Ongoing investigations since Jan 2022	56
Resolved by OAA in 2022	40
Resolved by Legal Counsel	8
Unable to locate	4
No breach found	3
Injunctions	2

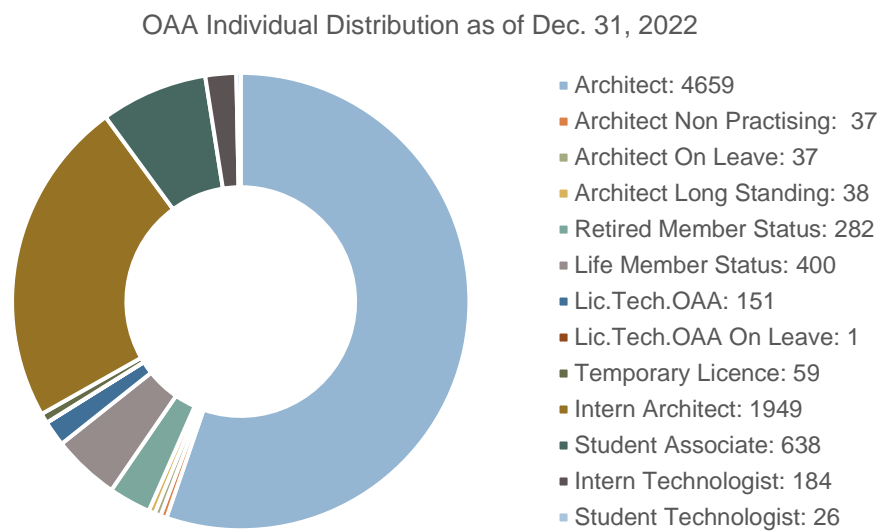
In accordance with the OAA's regulatory leadership strategic priority, the Deputy Registrar and Coordinator Investigations will be creating a new feature on the website related to Act enforcement. In an effort to enhance transparency of its ongoing enforcement measures, the OAA will be publishing a list of names of people and/or companies that the OAA is currently investigating for purported breaches of the Act. A list of recently resolved Act enforcement matters will be published on the OAA website, in summary form. Going forward, old resolutions will be archived on the OAA website on an annual basis.

The OOTR is confident that these developments to the existing administration of the Act enforcement process will serve the public interest by enhancing public awareness about individuals and companies who are not licenced nor registered by the OAA and who may have been misleading the public about their training, qualifications, and ability to take on work in the protected scope of practice.

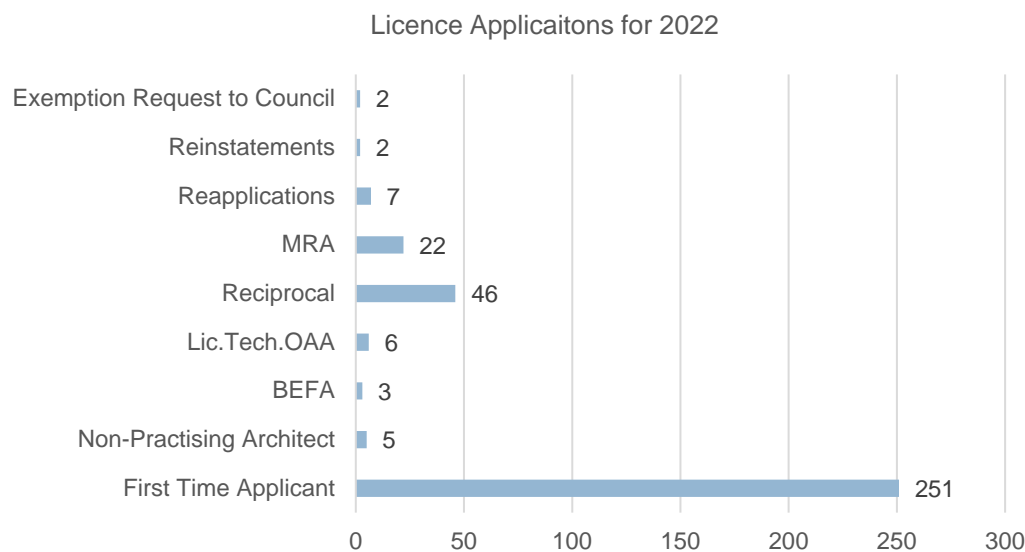
Statistics

Below are the OAA community statistics as of December 31, 2022 indicating current records as well as changes over the year 2022.

OAA Members and Status Holders

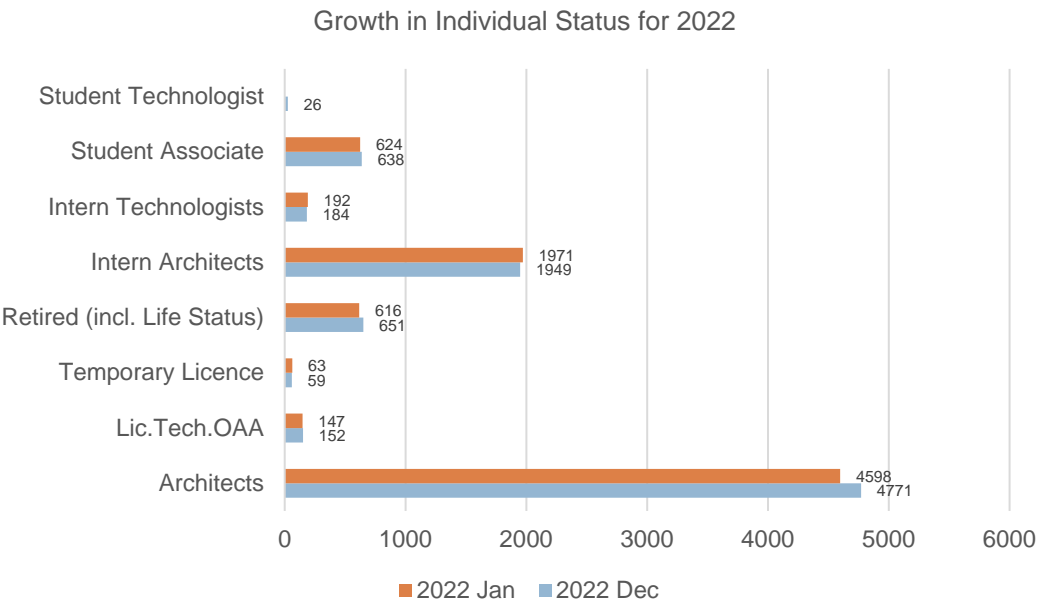


Licence Applications



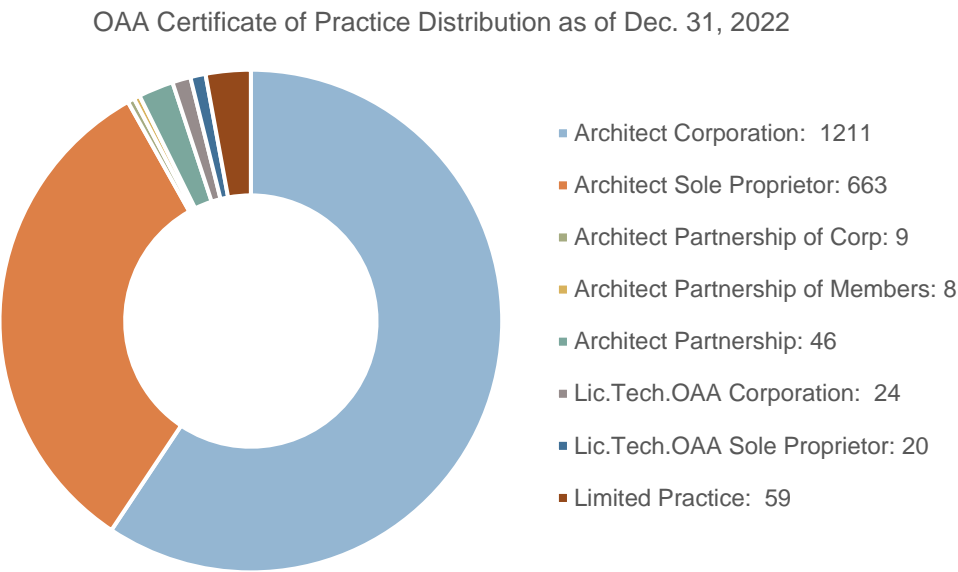
- Total licence applications received for period were 363;
- Total licence applications approved for period were 342; and
- Of the 251 First Time Applicants 79 were internationally educated applicants.

Annual Growth in Individual Status

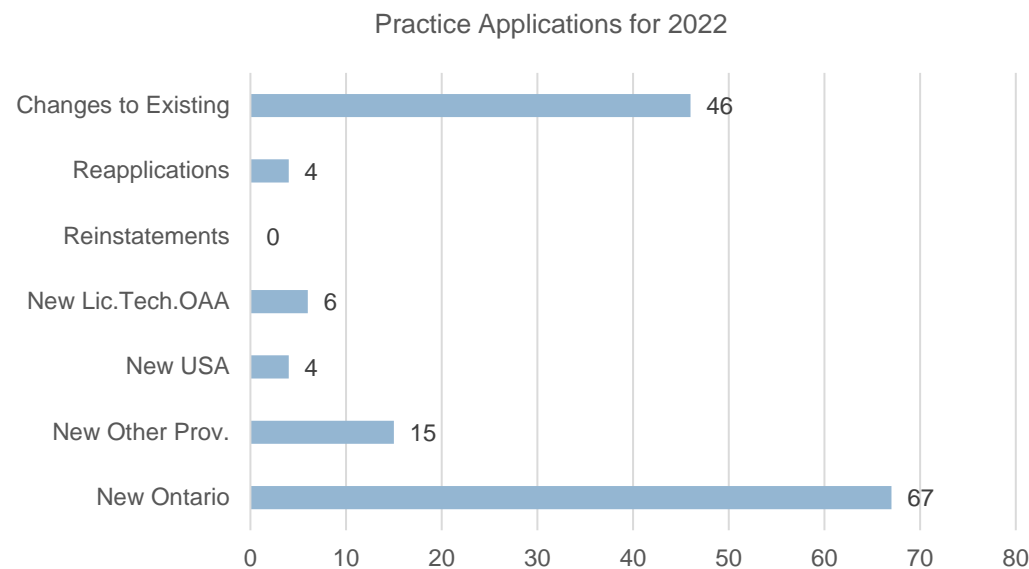


- Total Intern Architect applications received in 2022 was 556;
- Total Student Associate applications received in 2022 was 292;
- Total Intern Technologist applications received in 2022 was 43; and
- Total Student Technologist applications received in 2022 was 19.

Certificate of Practice

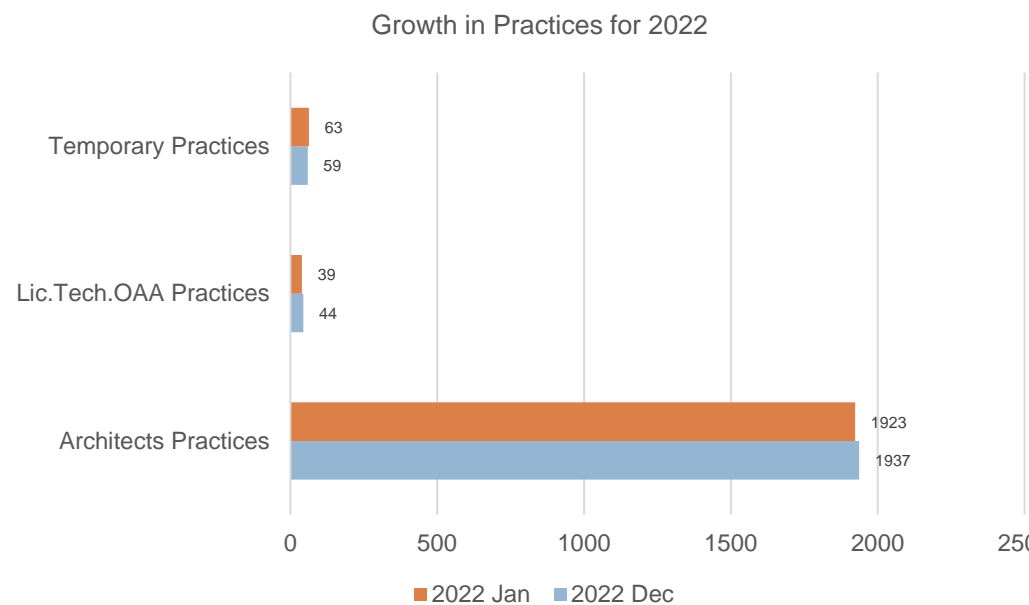


Certificate of Practice Applications



- Total licence applications received for period were 145;
- Total licence applications approved for period were 142; and
- Total temporary licence and limited certificate of practice applications received and approved was 14.

Annual Growth in Practices



ⁱ ROAC is the Regulatory Organizations for Architecture in Canada; formally CALA.

Memorandum

To: Council

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.6.a

Susan Speigel	Farida Abu-Bakare
Loloa Alkasawat	Ida Badre
J. William Birdsell	Kimberly Fawcett-Smith
Christina Karney	Jennifer King
Natasha Krickhan	Michelle Longlade
Lara McKendrick	Elaine Mintz
Deo Paquette	Clayton Payer
Greg Redden	Kristiana Schuhmann
Gaganjot (Gagan) Singh	Settimo Vilardi
William (Ted) Wilson	Thomas Yeung
Marek Zawadzki	

From: Ted Wilson, Vice President Practice

Date: January 10, 2023

Subject: Report from Vice President Practice

Objective: To update Council on activities of the Practice Portfolio.

Activities Report – Vice President Practice (since November 24, 2022)

- Sub-Committee on Building Codes and Regulation: Fall Consultations November 16 and 22, 2022
- Practice Resource Committee Follow up Discussion on stakeholder management amid changing requirements by AHJ's during the SPA stage: December 7, 2022
- OAA/City of Ottawa 2022 VPM Annual Industry Meeting: December 6, 2022
- Executive Committee Meeting: January 4, 2023

Activities Report – Practice Advisory Services (Key Items)

[OAA Hotline](#): PAS received about 1,344 calls between January 1, 2022 and December 31, 2022. (Note: This may include multiple calls about the same topic). This number does not include email correspondence. For additional information on overall statistics on the Hotline, refer to the memo titled "*Overall Statistics of the PAS Hotline, Practice Advisory E-newsletters and Update on Requests for Proposals (RFPs) monitoring*" dated January 10, 2023.

Update on Requests for Proposals (RFPs) monitoring:

Since the start of 2022, PAS has received 23 full RFP's, of which 20 were reviewed. No RFP Alerts were issued for the year under review. The number of requests for full RFP reviews experienced a sustained rise since the beginning of

August through to the year end (a total of 11). Many requests continue to come in too close to the RFP closing date, leaving insufficient time for review or to engage with the issuing authority; however, PAS continues to receive a number of requests to review specific clauses rather than full RFPs. For additional information on overall statistics about the Hotline, refer to memo titled “*Overall Statistics of the PAS Hotline, Practice Advisory E-newsletters and Update on Requests for Proposals (RFPs) monitoring*” dated January 10, 2023.

Update on the OAA Contracts Suite:

The final in the series of webinars on the updated OAA contracts was hosted virtually on [November 29, 2022: OAA Contract Suite – 2021: The new OAA 900 \(Subconsultant Agreement\)](#) with 185 members in attendance.

The four webinars averaged about 227 attendees for each session.

In spring 2023, the series of 4 webinars on the OAA contracts will be repeated. The schedule of webinars has been posted to the [Continuing Education](#) portal of the website for participant registration. PAS is investigating the possibility of hosting a standalone webinar event specifically directed towards non-member client groups (including procurement groups, clients and lawyers).

Work also continues with the legal team and consultant to translate the OAA 600-2021 (Long Form) contract along with associated files and attachments into French for launch later in 2023.

The previous versions of the contracts will be withdrawn and removed from the website on June 30, 2023.

Other Projects and Initiatives under the Practice Portfolio

[Practice Advisory e-newsletter – Issue 21](#): The latest e-newsletter was issued on November 25, 2022. The issue includes another installment in the series highlighting existing OAA resources and common themes arising from the Hotline. This time, the focus was on the theme of bidding and permits. Additionally, there was an article informing members of the new *OAA 2021 Contract Suite*. Other topics included an article on the work being done by the joint liaison group collectively known as Engineers, Architects, Building Officials (EABO), an update on changes within the *Employment Standards Act* (specifically the new electronic monitoring law), and an article encouraging members to participate in both the Ontario and National Code Consultations. The next issue will be e-published on January 27, 2023.

[CDAO Construction Act Discussion – December 13](#): Two members of PAS attended the second session which aimed to update progress of the submission. Main presenter was Glenn Ackerley from Weir Foulds. The second session in part covered concerns expressed by the OAA.

Website Content Update: PAS continues to work with the Communications team to make timely updates to the library of Practice documents and web content, and to make the documents inclusive of Licensed Technologists OAA. Over the next few months, other documents will be updated with revisions and clarifications.

Committee Updates:

Practice Resource Committee (PRC): no meeting occurred since last report to council.

Sub-Committee on Building Codes and Regulation (SCOBCAR): As reported at the November 25, 2022 Council meeting, the Sub-Committee was mobilised to review and make recommendations on the two public code consultations

On December 5, a memo was e-circulated which asked Council to endorse:

- 1) A submission to MMAH to address proposed code changes presented in the 2022 Fall Consultation. It included a cover letter and attached Tables A, B and C for Council to also endorse
- 2) A submission to address proposed code changes by CCBFC and forwarding of the proposed energy changes submitted to MMAH in early April 2022 that were unanimously rejected.

Following minor changes requested by Council, both submissions were sent to the respective authorities. The final submission documents were posted in the Government Relations Portal of the OAA website:

- [Phase III Fall 2022 Consultation on Ontario's Building Code](#) – Submitted on December 9, 2022
- [Public Review on Proposed Changes to the 2020 National Model Codes – Fall 2022](#) – Submitted on December 16, 2022

Action: **None. For Information Only.**

Attachments: None

Memorandum

To: Council

Susan Speigel
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
Lara McKendrick
Deo Paquette
Greg Redden
Gaganjot (Gagan) Singh
William (Ted) Wilson
Marek Zawadzki

Farida Abu-Bakare
Ida Badre
Kimberly Fawcett-Smith
Jennifer King
Michelle Longlade
Elaine Mintz
Clayton Payer
Kristiana Schuhmann
Settimo Vilardi
Thomas Yeung

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.6.b

From: Ted Wilson, Vice President Practice

Date: January 10, 2023

Subject: Overall Statistics of the PAS Hotline, Practice Advisory E-newsletters and Update on Requests for Proposals (RFPs) monitoring

Objective: To update Council on 2022 activities the PAS Hotline, Practice Advisory E-newsletter and Requests for Proposals.

Background:

PAS Hotline – General

The [PAS Hotline service](#) addresses questions related to a wide range of issues pertaining to the practice of architecture and the architectural profession. The service provides assistance to architects, licensed technologists OAA, intern architects, clients, building officials, lawyers, contractors, consultants, and other construction related entities.

Between 2007 to early 2020, the Hotline experienced continuous growth. It recorded an average in excess of 2000 calls/emails a year by 2017 (For more detailed analysis, see the January 11, 2022 Report to Council "*Overall Statistics of the PAS Hotline, Practice Advisory E-newsletters and Update on Requests for Proposals (RFPs) monitoring*").

In March 2020, COVID-19 impacted the design and construction industry, and this was reflected in the usage of the Hotline. In late spring 2020, as a means to support and address questions that were surfacing through the Hotline, and those received by the Office of the Registrar (OOTR), the OAA's COVID-19 webpage was created. In 2022, PAS continued to update the COVID-19

webpage. With the gradual relaxing of pandemic related mandates, the COVID-19 webpage has been sunsetted for the time being. The creation of the page had likely reduce the number of calls and emails. Hotline calls were in the range of 1,600 annually for 2020 and 2021.

In 2022, the number of phone calls dropped to approximately 1,350. Multiple factors may be at play (i.e. change in preferred means of communication by users of the Hotline, the industry may not have fully recovered from to pre-COVID levels, success of Practice Advisory E-newsletter in conveying information to its large viewership, etc). However, there has been a significant increase in email correspondence at the same time. This increase in emails more than offsets the decrease in calls, bring numbers to pre-covid range (above 2,100 calls+emails approximately). In 2023, the team will be keeping track of this to assess if this is an ongoing trend.

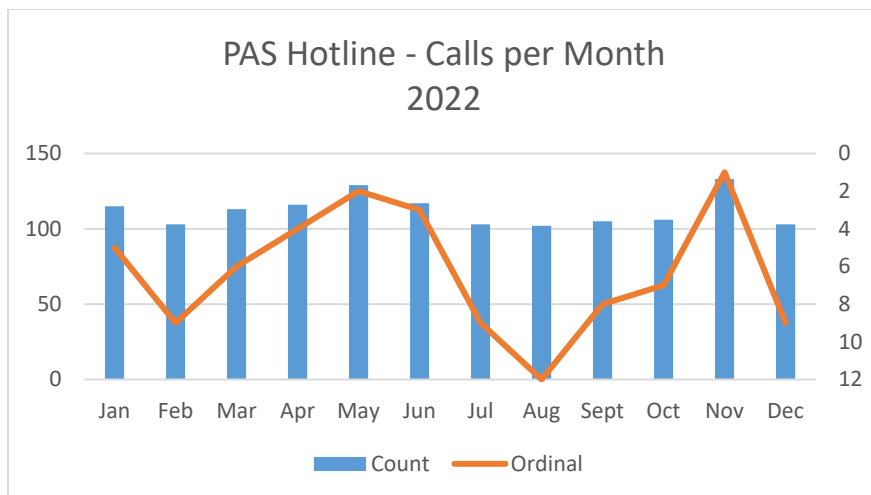
Analysis – Overview

The following observations can be made based on the historic data:

- 2017 marked the year that Hotline reached over 2000 calls/emails per year.
- Prior to COVID, the PAS Hotline's busiest months were typically January, March, October and November.
- The PAS Hotline's slowest months were typically July, August and September, corresponding to summer holidays. December was also slow.
- In 2021, the 3 busiest months were January, February and March (with about 150 calls in average - excluding any email correspondence). And the 3 least busy months were May, July and December (with less than 120 calls in averages).

In 2022, the following observations were made:

- PAS responded to calls and emails to the Hotline, participating in over 2100. This continues the more tempered call volumes when compared to results experienced leading up to 2019 (pre-COVID-19) but an increase of email correspondence.
- The biggest users of the Hotline for 2022 were Architects (with about 83%) followed by Clients (with about 8%). The rest of conversations/emails are had by either Lic. Tech OAA, Interns, Building Officials, Lawyers and the "Other" category.
- The 3 busiest months were May, November and June (with about 124 calls on average per month - excluding any email correspondence). And the 3 least busy months were February, July, August and December (with less than 100 calls on average per month). Compared to previous years, calls seemed to be distributed more evenly throughout the year, with less variation from month to month.



Note: the blue columns represent the average number of calls per month over the 2021 period. The orange line indicates which months are the busiest. The Hotline has been more consistently busy over the year. The seasonal peaks and valleys seem to be aligning to Pre-COVID times.

Here are some of the most frequently raised topics for calls in 2022:

- The Hotline top 2 topics for 2022 (all users) were related to General Practice (about 17% of the calls) as well Act and Regulations and followed closely by questions related to contract Terms and Conditions.
- Out of the 100+ calls received specifically from Clients user group, about half of them covered questions about Act & Regulations 27, miscellaneous topics, possible complaints and contracts.

2022 PAS Hotline Frequently Raised Topics				Examples
Ranking	%	Abbrev	Meaning	
1	17%	ActReg	Issues of compliance with Act & Reg.27	Conflicts of interest, Professional misconduct, Practicing architecture, Holding out
2	17%	GenPrac	General practice issues	PS&D
3	10%	n/a	Not an issue for PAS	Fee payment, ConEd, Member account issues, CERB, Licensing & CofP
4	9%	Misc	Miscellaneous	Whatever doesn't fit elsewhere, usually one off topics
5	9%	T&C	Contract terms & conditions	Providing CAD files, Contract termination, Copyright, Moral rights
6	6%	ArchAB	Changing Architect/Lic.Tech.OAA	Correct/incorrect process, Limiting liabilities, Becoming arch B
7	5%	CCA	Construction Contract Administration	Anything after start of Construction phase not covered elsewhere, Shop drawing review
8	5%	BadPrac	Bad practices by clients/AHJ's	Bullying, Inappropriate requests from clients or AHJ's
9	5%	Fees	Fee and payment issues	Retainers, Client won't pay, Fees for extras, Setting fees
10	4%	Scope	Permitted scope of work	What can be done w/o a CofP, What can a Lic.Tech. OAA do, What can an Intern do?
11	3%	RFP	Request for proposal/tender & other procurements	Alerts, Contraventions of Act & Reg., Contravention of insurance req'ts, Inappropriate transfer of risk
12	3%	Comp	Complaints	Complaints from clients, consultants, members about contracts with each other
13	2%	BusCon	Business continuity/retirement/death	Buying/selling practices, Good will, Client retention, PS&D, Succession, Incapacitation, Retirement
14	2%	Employ	Employment issues/Working for non-architects	Salaries, Working from home, Working for developers, for BCIN holders, for municipalities
15	1%	ConsAct	Construction Act	Holdback, Prompt payment, Adjudication
16	1%	COVID	COVID-19 related	Delays, Vaccination, Supply chain issues, Gov't legislation
	100.0%			

Note: Hotline calls may have touch on more than one topic and are therefore not mutually exclusive.

Practice Advisory E-newsletters (refer to Appendix A)

Started in 2019, the Practice Advisory e-newsletter is a bi-monthly communication that brings topics to member's attention that have a direct impact on either management of the practice or management of the project.

Initially anchored by excerpts from Practice Tip 39.1, Best Practices for Review of RFP Language and Supplementary Conditions to OAA 600 and Other Client-Architect Contracts, Practice Advisories now showcase different resources such as collections of FAQs. As always, the Advisories highlight other practice-related information relevant to members. The publication continues to serve as part of the array of tools to promote the CSA Standards Access Program (launched in 2021) along with other curated key OAA resources such as FAQs and Practice Tip updates as well as opportunities to comment on proposed changes to applicable law. [Practice Advisories](#) are posted on the [OAA Website](#).

The content is curated by the PAS with the assistance of OAA's Communications team. The newsletter is sent via email as well as posted on social media outlets such as Facebook, LinkedIn, Instagram, and Twitter.

Appendix A presents an overview of topics for each newsletter as well as the number of sent emails (which include Architects, Licensed Technologist OAA, and Interns amongst the recipients). The month of November had the lowest viewership at 67%. This, however, is a marginal decline on the average 69% the publication has maintained over the course of the year. This is a significant increase to the average open rate of approximately 52% in 2021. PAS has intentionally kept the number of articles to 8-10 based on trends in 2021, and has worked with communications to add an index at the beginning of the Advisory. (similar to the one in the OAA News), which has likely contributed to the higher open rate in 2022.

The PAS team continues to investigate/explore the possibility of leveraging other communication channels to share practice content such as webinars, new guides, etc., with members and the public.

RFP Monitoring and Alerts 2022 (refer to Appendix B)

When submitted to the OAA by members or clients, PAS reviews clauses in RFPs and contracts to identify requirements that are contrary to the *Architects Act* or Regulation 27; that are not in accordance with the requirements/provisions of architect's liability insurance; or that involve inappropriate transfer of risks/responsibilities that are not part of the usual and customary practice of architecture. The presence of clauses requiring business decisions alone does not result in the issuance of an RFP Alert. Time permitting, PAS initiates discussions with the authority issuing the RFP to mitigate or remove such

problematic clauses. Where this is not possible, the OAA may issue, prior to the RFP closing, an RFP Alert to advise all practices of the problematic clauses.

Overview Comments:

- No RFP Alerts were issued in 2022. Though this may be attributed to the strategy employed by the team to proactively address issues within RFPs, either before being tendered or prior to its closing, there remains the fact that the time span between when RFPs are brought to PAS' attention and the closing date of the RFPs is often too short. This impacts the ability of PAS to review.
- PAS continues to explore opportunities to talk with client-specific groups before RFPs are published. The exercise consists of reviewing the proposed documents from client-groups as well as meetings (page-turns) to discuss some of the concerns the OAA highlighted. This proactive initiative offers an opportunity to build relationships with client groups and engage issuers before RFPs hit the street. This also provides an opportunity to identify knowledge gaps that clients may have, such as how professional liability insurance (PLI) works, what scopes of work are inappropriate for practices, etc.
- It is worth noting that recurring issues flagged in RFPs and client discussions were integrated in a balanced way into the new OAA contracts launched in fall 2022. With the issuance of the new OAA contracts, PAS is investigating opportunities for outreach to client groups (including procurement groups and lawyers) to promote the new OAA contracts and identify educational opportunities to hopefully elevate the understanding of the *Architects Act* and Regulations, copyright as it pertains to the work of OAA licensed members, and what PLI is, etc. These are often topics that are problematic in RFPs.

Year	No. of RFPs reviewed	No. of RFP Alerts Issued
2017	42	17
2018	57	18
2019	46	13
2020	57	12
2021	28	3
2022	22	0

Action: **None. For information only.**

Attachments: Appendix A: Practice Advisory E-newsletter 2022
Appendix B: 2022 Update on Requests for Proposals (RFPs)
monitoring .

Appendix A: Practice Advisory E-newsletter 2022

Practice Advisory Issue	No. articles	Number of emails (approx.)	Open Rate	Topics covered in the issue
Issue 16 Practice Advisory - January 14, 2022	10	7713	69%	<ol style="list-style-type: none"> 1. COVID-19 Update: Return to Step Two (with Modifications) 2. Your Practice and End Users Licensed Agreements: Reading the Fine Print 3. Best Practices for Review of RFP Language and Supplementary Conditions to OAA 600 and Other Client Architect Contracts—Excerpt 15 4. Offering Construction Services: New Pro-Dem Exclusions 5. Building Code Updates: Changes to Related Fees 6. Ontario Passes Working for Workers Act, 2021 7. Excess Soils Regulation in Ontario (O.Reg. 406/19): Resources and Practical Considerations 8. RAIC Fee Guide: Digital Version Now Free for Download 9. North American Architectural Woodwork Standards: New Errata Edition 10. City of Toronto Implements Concept to Keys (C2K) – Planning and Development Applications
Issue 17 Practice Advisory - March 25, 2022	8	8018	68%	<ol style="list-style-type: none"> 1. FAQs You May Not Have Asked Yet: A New Series! 2. Tarion and Your Practice's Residential Projects 3. CSA Consultations on Accessibility & Long-Term Care: Participate Now! 4. Digital Version of 2012 OBC Compendium Available 5. MMAH's Recent Public Consultations and Your Practice 6. New Prompt Payment Legislation 7. Toronto Green Standard v4 Comes Into Effect May 1 8. COVID-19 Update: Pro-Demnity Issues New Special Bulletin
Issue 18 Practice Advisory - May 27, 2022	8	7775	69%	<ol style="list-style-type: none"> 1. FAQs You May not have Asked Yet: May Edition 2. CSA Standards Access Program: Renewed for Another Year 3. Managing Great Client Expectations: A Conversation on Perfection in the Practice of Architecture 4. Recent Legislative Changes at the National and Provincial Levels 5. Update to Practice Tip PT. 03 Building Code Data Matrix 6. CSA Group Accessible Housing Design Survey: Participate Now 7. Pro-Demnity's Latest Edition of Straight Line Available 8. Practice Advisory Services and Hotline: Summer Hours
Issue 19 Practice Advisory - July 22, 2022	7	7820	70%	<ol style="list-style-type: none"> 1. FAQs You May not have Asked Yet: July Edition 2. CCDC Contracts: Sun-setting of CCDC 2-2008 and New Guide to Model Forms and Support Documents 3. Supply Chain Issues in Ontario Impacting Concrete Ordering and Deliveries 4. New FAQs Now Available in the Practice Advisory Knowledge Base 5. CAGBC Introduces Latest Zero Carbon Building – Design Standard 6. OBC Changes to Modular Construction and Mass Timber in Effect 7. Proposing Building Code Changes During the Harmonization Process
Issue 20 Practice Advisory - September 16, 2022	7	7914	69%	<ol style="list-style-type: none"> 1. FAQs You May Not Have Asked Yet: September Edition 2. Now Available: OAA Forms for Extra Services or Contract Changes and Standard Certificate of Payment and Distribution 3. Consult Recently Updated Practice Tips on CCDC Contracts and More 4. Want to Volunteer for Practice-Related Committee Vacancies? Apply Now! 5. Standard of Care: Lessons From the Practice Advisory Services Hotline on the Dangers of Hourly Billing 6. Passive House Canada Partnering with OAA on Educational Promotion Discount 7. Access the UL Canada Certification Information Portal
Issue 21 Practice Advisory - November 25, 2022	9	8037	67%	<ol style="list-style-type: none"> 1. New OAA Contracts Suite 2021: Files Now Available for Free Download! 2. Spotlight on Industry Relations: Engineers, Architects & Building Officials 3. Share Your Thoughts for Both Ontario and National Code Consultations 4. FAQs You May not have Asked Yet: Bidding and Permits 5. Electronic Monitoring: Keeping up with Employment Law Updates 6. Help Shape IPD Contract Document from CCDC 7. Updated 2012 Building Code Compendium Available Digitally 8. OAA Website: Info on Architectural Design Competitions 9. Have You Renewed or Registered for Free Access to CSA Standards Yet?

Appendix B: 2022 Update on Requests for Proposals (RFPs) Monitoring

	Dates Issued/Closed	Agreement	Status
2022			
1	N/A	St. Lawrence Centre RFSQ - CreateTO	Requested by Member and OAA President
2	Close Nov 11/22	City of Hamilton - New Fire & Police Station - RFP C11-66-22	Referred by Prodemnity
3	Close Oct 26/22	RFP - Eep Mer Bleue	Referred by Prodemnity
4	Close Nov 17/22	NCC - RFP - 80 Elgin	Requested by Member
5	Close Oct 19/22	Region of Peel - EMS	Requested by Member
6	Close Oct 21/22	Wilmot Recreation Centre RFP 2022-36 - Third Ice Pad	Requested by Member
7	Close Aug 22/22	Stevenson Memorial Hospital RFT-1991164969	Requested by Member
8	Close Aug 16/22	Dufferin-Peel CDSB St. Anne Elementary-T-2022-52	Requested by Member/no time to review
9	Close Sep 13/22	U of Ottawa Advanced Medical Research Centre-RFSQ-BT21-11614	Prodemnity/Requested by Member
10	Close Aug 19/22	National Capital Commission (NCC) Tender File # MA060	Prodemnity/ Requested by Member
11	Close Sept 14/22	Brockville Arena Design - RFP 220064	Requested by Member
12	Close June 17/22	Canada Post Corporation – Prototypical Depot Design Update	Requested by Member/no time to review
13	June 28/22	TOWNSHIP OF NORTH DUMFRIES	Requested by Member
14	Close June 17/22	Russell Recreation Complex RFQ	Requested by Member
15	Close June 7/22	Cedarbrook Community Centre Repair/Replace Elevator	Requested by Member/reviewed quickly - comments to member
16	June 2/22	Niagra Catholic District School Board - Reno's 2 Schools	Requested by Member
17	May 16/22	Brampton - New Elementary School - Mount Pleasant #2	Requested by Member/comments sent to Architect
18	Apr 26/22	Niagra Catholic District School Board - Reno's 6 Schools	Requested by Member/no time to review
19	Feb 22/22	Town of Ajax - Fire Station # 2 - P22001	Requested by Member
20	Mar 9/22	IO - Milton Courthouse - RFP21-277	Requested by Member
21	N/A	Queen's University - SC's to OAA-600	Requested by Member
22	N/A	U of Toronto - Form of Agreement for Goods and Services	Requested by Member
23	Jan 21/22	City of Greater Sudbury - RFPISD21-185 - Depot Master Plan	Requested by Member/no time to review

Memorandum

To: Council

Susan Speigel
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
Lara McKendrick
Deo Paquette
Greg Redden
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William (Ted) Wilson
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Kristiana Schuhmann
Settimo Vilardi
Thomas Yeung

FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 6.7.a

From: Natasha Krickhan, VP Education

Date: January 11, 2023

Subject: **Activities and Initiatives of the Comprehensive Education Committee**

Objective: To provide an overview of the Comprehensive Education Committee accomplishments

This report highlights activities and initiatives that were accomplished by the Comprehensive Education Committee during its term.

Course “Fundamentals of Running an Architectural Practice”

The Comprehensive Education Committee initiated a comprehensive review of the course “Starting an Architectural Practice”. The outcomes of the review prompted the development of a new course “Fundamentals of Running an Architectural Practice”. The newly developed course was launched in 2022. It covers a wider scope, and at the same time provides deeper insight into the business processes of running an architectural practice. Furthermore, to increase course accessibility, the course was advanced to the online delivery mode that is administered in a partnership with the University of Toronto, School of Continuing Studies.

OAA Continuing Education Webinars

To ensure OAA members have plenty of learning opportunities during the COVID19, the CEC launched Continuing Education Webinars. The great uptake and positive feedback on this new Continuing Education opportunity, influenced a

decision to continue offering the webinars on a permanent basis after the pandemic. Currently, the Continuing Education webinars are offered on a weekly basis – more than 40 per year - with an average annual enrollment of 3000 registrations.

OAA Annual Conference

The CEC members and VP Education, Natasha Krickhan have been actively involved in the design and planning of the OAA Annual Conference, providing valuable insight while working closely with the Communication Committee. Many ideas and recommendations made by the CEC members have been successfully implemented and well received at both virtual OAA Conferences.

Educational Podcast as part of the Continuing Education Program

The CEC took the time to re-evaluate the existing learning categories accepted under the OAA's Continuing Education Program. The Committee provided a recommendation to modernise the reading category by renaming it "Multimedia" and expanding its definition by adding learning activities such as listening to audio books and podcasts, watching documentaries and videos. This recommendation has been approved by Council and implemented for 2021-2022 Continuing Education Cycle.

Mandatory Continuing Education on Equity, Diversity, and Inclusion (EDI)

For 2021-2022 Continuing Education Cycle, OAA Council approved a CEC recommendation to introduce the mandatory requirement for a minimum one learning hour of accredited programming focused on Equity, Diversity, and Inclusion (EDI). This requirement has been successfully implemented in collaboration with Turner Consulting Inc. More than 30 EDI webinars have been offered during the Continuing Education Cycle.

Mandatory Continuing Education on Climate Stability, Sustainability and Energy Conservation

For 2022-2024 Continuing Education Cycle, Council approved the CEC recommendation to require two hours of structured learning that is focused on addressing the climate crisis, sustainability and energy conservation. CEC members and VP Education, Natasha Krickhan have been actively involved in sourcing relevant continuing education opportunities and creating partnerships with stakeholders with the goal to make Climate Stability courses more affordable, including discounts, scholarships and assistance with allocating funding.

Comprehensive Education Committee - Student Seat

To diversify and strengthen the Committee, it has been recommended to add a Student Associate seat to the Committee composition. The recommendation was approved by Council and later has been adopted by many other OAA Committees and Task Groups.

"Meet the OAA" Event - CEC/Interns Committee Join Initiative

The Comprehensive Education Committee collaborated with the Interns Committee on the idea of launching the "Meet the OAA" event. This outreach initiative was designed as an information session for students of the five architecture schools in Ontario. This event features OAA Committee members, Council, and staff to share some of the work we do at the OAA. The "Meet the OAA" event has become an annual occasion with more than 100 students joining in to engage in the conversation with the representatives of the OAA.

<https://oaa.on.ca/whats-on/events-calendar/event-detail/meet-the-oaa>

Architecture & General Public Dashboard

Recognising the need to educate the broader public on what architects do as a profession and making this information more accessible, the CEC initiated the development of a dashboard within the OAA website. The objective is to keep all the resources together and provide updates, plug and play type interface which will utilize infrastructure and resources we already have. The dashboard is now up and running, proving valuable information on a variety of topics in one spot with convenient navigation.

<https://oaa.on.ca/knowledge-and-resources/access-to-architecture>

Truth & Reconciliation Working Group

VP Education, Natasha Krickhan and members of the CEC actively participated in the Truth & Reconciliation Working Group. The following resources have been developed in coordination and with direct involvement with the CEC members:

[Equity, Diversity & Inclusion](#)

[Indigenous Architecture Resources](#)

[The Truth and Reconciliation Environmental Scan](#)

Introduction of New Scholarships

The CEC started a conversation on expanding the OAA's scholarships program to better support those wishing to pursue studies in architecture. As a result, the OAA has introduced an additional set of scholarships—"Exceptional Leadership

through Design Excellence: Equity, Diversity & Inclusion (EDI) and Truth & Reconciliation”.

<https://oaa.on.ca/knowledge-and-resources/access-to-architecture/scholarships-and-student-awards>

CACB Validation Conference and Post Secondary Survey

The members of the Comprehensive Education Committee developed a set of recommendations for the CACB Validation Conference that took place in 2022. To order to inform the CACB submission, the CEC initiated and curated a Post Secondary Survey which collected valuable data on the level of students’ exposure to the practice of architecture while they are in school (schools with mandatory Co-op programs).

K-12 Education Guide

The CEC initiated a project that was focused on the creation of a K-12 Education Resource Guide, which was initially intended for the Ministry of Education Learn@home portal. The draft document has been completed in 2021. Currently, the OAA is holding consultations with third-party education providers in the attempt to host a roundtable to gather stakeholder input on the draft document and its future. The event is scheduled for April 2023.

OAA HQ for General Public: Awareness and Education

The CEC strongly advocated for developing a strategy to invite the Schools of Architecture to utilize the OAA building as a forum for gathering or a venue for the professional practice courses. Moreover, adding new events at the OAA HQ for public, children, and youth will increase the OAA visibility, raise awareness and promote the profession of architecture. The new programming shall go hand-in-hand with more virtual events focussed on students and the schools of architecture. With the hybrid working model in place, when the building is not at 100% occupancy at all times, it opens up opportunities for a fuller use of the space.

General Public: Government Officials

The CEC raised the issue of lack of information on interactions of the OAA with other organizations and allied professions. In particular, it has been recommended to start the development of a dashboard to feature the work of the Engineers, Architects, and Building Officials (EABO). The dashboard is currently under construction and will be implemented in the near future.

Action: **For information**

Attachments: None

Memorandum

To: Council

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FOR COUNCIL MEETING

January 19, 2023

(open)

ITEM: 7.1

From: Sara Trotta, Manager of Policy and Government Relations

Date: January 9, 2023

Subject: **Update to Council about the OAA's appeal of the Toronto Citywide Zoning Bylaw 569-2013**

Objective: To update Council about the Ontario Land Tribunal's final orders regarding the Toronto Citywide Zoning Bylaw 569-2013.

On November 30, 2022, the Ontario Land Tribunal (OLT) issued its final orders regarding the residential provisions in the Toronto Citywide Zoning Bylaw 569-2013.

Originally passed in 2010, the Bylaw sought to harmonize approaches across the amalgamated Toronto regions, but was repealed in May 2011 pending a need for consultation and amendments. The OAA's Harmonized Zoning Bylaw Task Group, comprising architects whose practices represented new construction and renovation work for diverse clients across Toronto neighbourhoods, pushed for meaningful change to the flaws inherent in the law. A new version was released in 2013; however, after several OAA recommendations remained absent, the Association filed an appeal.

The OAA Task Force was focused on encouraging the amendment of the Bylaw to foster the goals of Toronto's official plan of ensuring housing choices are available for all people in their communities at all stages of their lives, while respecting and reinforcing the character of neighborhoods.

Due to the OAA's appeal, the following changes have been made to the final Bylaw:

- Walk-out basements, as well as non-habitable basements and attics of some existing homes, no longer count as "gross floor area;"
- Coverings over rear terraces no longer count as lot coverage;



- Modest rear porches or terraces are permitted without penalty;
- The ability to provide parking on small lots was improved, and the requirement for a parking space is waived where one is not possible (e.g. narrow lots);
- The ability to continue to build the wide variety of roof shapes found in established neighborhoods was preserved, including lessening restrictions on gabled roofs and dormers; and
- Reductions of house height made within all former City of Toronto neighbourhoods have been partially reversed.

To read the OLT's final orders, [click here](#).

Action

None. For information only.

Attachments

None.