



Ontario Association
of Architects

VISION

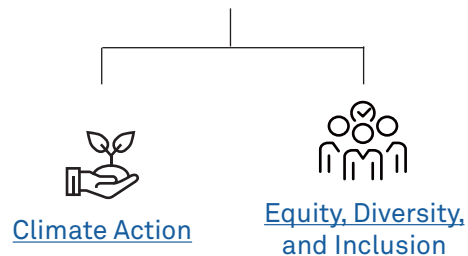
An Ontario in which architects are valued contributors to society, by creating a safe and healthy built environment that performs at the highest levels and elevates the human spirit.

MANDATE

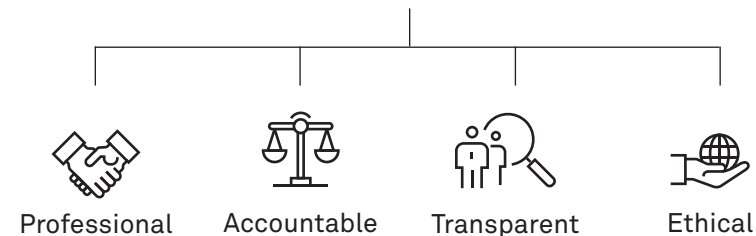
To regulate and govern the practice of architecture in Ontario in the service and protection of the public interest in accordance with the *Architects Act*, its Regulations, and Bylaws; to develop and uphold standards of skill, knowledge, qualification, practice, and professional ethics among architects; 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	<p>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.</p>	<p>Enhance our governance and operational practices to ensure an effective, inclusive, resilient, and transparent organization.</p>	<p>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.</p>	<p>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.</p>
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 April 27, 2023 at approx. 11:00 a.m.

Meeting # 287

OPEN MEETING AGENDA

Recognition of Traditional Lands

- | | | |
|---------|--|-----------------------------------|
| 4 mins | 1.0 AGENDA APPROVAL | |
| 1 min | 1.1 Declaration re. Conflict of Interest | |
| | 2.0 APPROVAL OF MINUTES | |
| 4 mins | 2.1 Draft minutes of the March 2, 2023 Open Council Meeting (<i>see attached</i>) | |
| 2 mins | 3.0 BUSINESS ARISING FROM THE MINUTES | |
| | 4.0 ITEMS FOR REVIEW AND APPROVAL | |
| 2 mins | 4.1 Appointment of Chair of Experience Requirements Committee & Assignment of Council Liaison (<i>oral</i>)
<i>It was moved by... and seconded by... that Council approve the appointment of OAA member Michelle Grant as Chair to the Experience Requirements Committee</i> | Registrar |
| 10 mins | 4.2 Results of OAA's 3 rd Annual Demographic Survey (<i>see attached</i>)
<i>It was moved by... and seconded by... that Council direct a review of the membership demographic survey and corresponding results by staff and designated Council members with a view to considering:</i> <ul style="list-style-type: none"><i>i) Whether the questions posed in the survey remain current and appropriate given feedback received to date as well as any changes around EDI language and protocols;</i><i>ii) Whether the survey should continue to be administered on a yearly basis, or change to a different interval of time;</i><i>iii) Whether any trends can be identified based on data gathered to date; and</i><i>iv) Whether consideration be given to engaging an outside consultant to assist with this exercise, as appropriate.</i> | Executive Director |
| 7 mins | 4.3 Engineers, Architects and Building Officials (EABO) Checklist – Required Occupancy Documents (<i>see attached</i>)
<i>It was moved by... and seconded by... that Council approve the Engineers, Architects and Building Officials (EABO) checklist for Required Occupancy Documents; and, that the document be shared as an approved industry standard with the membership.</i> | President &
Executive Director |
| 7 mins | 4.4 Approval of Draft Terms of Reference for Continuing Education Advisory Committee (<i>see attached</i>)
<i>It was moved by Wilson and seconded by... that Council approve the terms of reference for the OAA Continuing Education Advisory Committee as presented to Council on April 27, 2023.</i> | Governance
Committee |
| 7 mins | 4.5 Additional Amendments to OAA Policy Reimbursement for Councillors, Committee Members, and Volunteers (<i>see attached</i>)
<i>It was moved by... and seconded by... that amendments to the Council policy Reimbursement for Councillors, Committee Members, and Volunteers be approved as amended and presented to Council on April 27, 2023</i> | SVP & Treasurer |

- | | | | |
|--------|-----|--|-----------|
| 7 mins | 4.6 | Communications & Public Education Committee (CPEC) – Recommendation re. OAA Conference Theme 2024 (<i>see attached</i>)
<i>It was moved by... and seconded by... that Council approve the Communication and Public Education Committee’s recommendation for Housing: Pushing the Envelope to be the 2024 OAA Conference theme.</i> | VP Karney |
|--------|-----|--|-----------|

5.0 ITEMS FOR DISCUSSION

- | | | | |
|--------|-----|--|---------------------------|
| 5 mins | 5.1 | Update re. <i>Fair Access to Regulated Professions and Compulsory Trades Act</i> and Bill 27 (<i>see attached</i>) | Registrar |
| 5 mins | 5.2 | K-12 Education ‘Big Think’ Roundtable – Update (<i>see attached</i>) | IPP & Councillor Krickhan |

6.0 REPORTS

- | | | | |
|-------|-------|--|--------------------------|
| | 6.1 | Report from the President – Activities for the months of March-April (<i>see attached</i>) | President |
| | 6.2 | Report from the Executive Director (<i>see attached</i>) | Executive Director |
| | 6.3 | Report from the Registrar (<i>see attached</i>) | Registrar |
| 1 min | 6.4 | Financial Statements for the 3 months ending February 28, 2023 (<i>see attached</i>) | SVP & Treasurer |
| | 6.5 | Committee Reports | Committee Chairs |
| 1 min | 6.5.a | Governance & HR Committee – Update (<i>see attached</i>) | SVP & Treasurer |
| 1 min | 6.5.b | Practice Resource Committee (PRC) – Update (<i>see attached</i>) | VP Schuhmann |
| 1 min | 6.5.c | Policy Advisory Consultation Team (PACT) – Update (<i>see attached</i>) | Immediate Past President |
| 1 min | 6.5.d | Building Committee – Update Landscape Design Competition (<i>see attached</i>) | Building Committee |

7.0 ITEMS FOR INFORMATION

- | | | | |
|-------|-----|---|--------------------|
| 1 min | 7.1 | Regulatory Organizations of Architecture in Canada (ROAC) – April 21, 2023 Meeting Agenda (<i>see attached</i>) | President |
| 1 min | 7.2 | Canadian Architectural Certification Board (CACB) – Semi-annual Report (<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 June 20, 2023 at 9:00 a.m. at the OAA Annual Conference, Sudbury, Ontario.

10.0 ADJOURNMENT

Ontario Association of Architects

Meeting #286 Open

MINUTES

March 2, 2023

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

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

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

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

The President welcomed staff in attendance at the meeting.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

There were no conflicts of interest identified.

AGENDA APPROVAL

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

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

-- CARRIED

APPROVAL OF MINUTES

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

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

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

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9549. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

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

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

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

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

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

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

--CARRIED

9551. Nomination of Honorary Members (*oral*)

Doyle reported on the submissions for Honorary Membership.

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

-- CARRIED

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

-- CARRIED

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

Vice President Karney reported on the application to CPEC.

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

-- CARRIED

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

Doyle reported

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

--CARRIED

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

Councillor Zawadzki left the meeting during the lunch break.

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

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

Councillor Abu-Bakare reported

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

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

--CARRIED

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

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

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

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

-- CARRIED

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

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

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

-- CARRIED

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

Doyle and the Senior Vice President and Treasurer reported.

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

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

-- CARRIED

ITEMS FOR DISCUSSION

9558. There were no items for discussion.

EXECUTIVE COMMITTEE REPORTS

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

The report was noted for information.

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

The report was noted for information.

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

The report was noted for information.

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

The Senior Vice President and Treasurer reported

It was moved by Wilson and seconded by Karney that Council direct OAA President, Settimo Vilardi to vote in the affirmative regarding the recommendation to appoint BDO Canada as the Auditor, and J.S. Cheng as the Actuary for Pro-Demnity Insurance Company at the March 30, 2023 Annual Meeting of the Shareholder.

--CARRIED

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

The report was noted for information.

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

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

The report was noted for information.

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

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

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

The report was noted for information.

ITEMS FOR INFORMATION

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

The report was noted for information.

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

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

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

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

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

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

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

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

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

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

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

OTHER BUSINESS

9570. There was no other business.

DATE OF NEXT MEETING

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

ADJOURNMENT

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

-- CARRIED UNANIMOUSLY

President

Date

DRAFT

Memorandum

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 4.2

To: Council

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

From: Kristi Doyle, Executive Director**Date:** April 11, 2023**Subject:** Membership Demographic Survey 2023**Objective:** To share with Council the results of the OAA's third annual membership demographic survey.

Background

In 2020, OAA Council agreed to implement a long-term data collection strategy through an annual demographics survey of its members and others with Association status. This program gathers race-based and other equity-relevant data to provide a baseline for measuring progress as the Association works to better ensure [equity, diversity, and inclusion](#) (EDI) in the architecture profession, as well as to develop relevant programs and initiatives.

The OAA worked with human rights and equity specialist Nicole Bernhardt to develop the survey questions, ensuring it protects the confidentiality of personal information and respects the dignity of those participating and the survey questions based on guidance set out in the Ontario Anti-Racism Data Standards, the Ontario Human Rights Code, and the federal *Employment Equity Act*. To learn more about the survey, and see results from its first two years, visit the [OAA Website](#).

Survey Administration

The first edition of the survey was issued to members in March 2021. The second and third administrations done in 2022 and 2023 were issued in association with the annual online Individual Renewals timeline and process. Each time, the survey has been issued through a third-party provider, Stratcom, and participation has remained voluntary and confidential.

I would like to ask Council to consider decoupling the administration of the surveys from the annual invoicing. OAA staff has observed that in many instances this process has been confusing for survey participants in terms of tying these two initiatives together. Further, the importance of the survey has actually been undermined by the annual membership renewal process. In the last two years, this confusion and technical difficulties resulted in the link for the survey having to be sent directly to individuals.

As a result, it is recommended that the process be decoupled from the fee renewals and conducted in January each year with a defined timeline for completion. This will allow the details and link to be sent directly to all those with OAA status and to be more clearly defined and focussed as an initiative of the Association, as tied in with its five-year strategic plan and EDI lens.

Response Rate and Summary report

The first demographics survey (March 2021) resulted in 1,323 completes, and the second demographics survey (December 2021–March 2022) had 1,004 completes. For this third edition, the number of completes dropped to 889.

It is noted that the response rate has declined year-over-year, however Stratcom assures that the response rate and low margin of error continues to be good with reliable information—this data can be found within the report attached.

The third annual demographics survey summary report, attached to this memo, has been organized such that the results of each question is provided, as well as a second page related to each question that compares the 2021 (first year) and 2023 results. The OAA can certainly request the report also include the 2022 results for comparison, however a two-year span may produce a better picture.

It is also noted that the pandemic might have affected the results between 2023 and 2022. For example, the respondents' feelings about their workplace and sense of inclusion may have been affected. With the shifts to remote work (and also virtual team building) then back to in-office work (and traditional team building), feelings about being included could have shifted unpredictably. This has been observed by others groups conducting similar surveys.

Overall, it is noted that the changes in the membership demographics are very slight (one or two points). This is likely due to the fact the time between surveys is relatively short—that is, 12 months.

On page 35, you can see the positive movement on the question related to personal experience in the workplace (despite it being a very slim margin, as mentioned). However, page 39 shows an increase in what might be considered negative feedback in response to the questions that gathered respondents' opinions on the content of the survey, which is worth considering further. To this end, Council is also asked to consider the survey's frequency and whether annual administration continues to be appropriate.

Open-Ended Questions

The Survey does also include an open-ended question that provides an opportunity for individuals to provide additional feedback to the OAA. The direct responses are not included in the summary report since there may be instances in which respondents can be identified.

In general, the feedback may be categorized in the following buckets:

- salary/compensation and conditions of employment;
- how will the data be used;
- the appropriateness of some questions;
- ideas for additional questions; and
- other barriers being faced.

At this point, a review of the survey questions, and possible changes to the survey might be appropriate. Given the subject matter, it may be appropriate to engage an outside consultant to assist with the review.

Next Steps

As the OAA moves forward with our continued focus on equity, inclusion, and diversity under our five-year strategic plan, this data will continue to be an important piece of information in the further development of programs and policies. The OAA will continue to review and use this data as a baseline for measuring progress as the Association works to better ensure equity, diversity, and inclusion in the profession.

As with the first and second set of survey results, this summary report will be made publicly available via the OAA Website and OAA News e-newsletter in the month of May.

Action

Council to consider the following draft motion:

It was moved by ... and seconded by... that Council direct a review of the membership demographic survey and corresponding results by staff and designated Council members with a view to considering:

- Whether the questions posed in the survey remain current and appropriate given feedback received to date as well as any changes around EDI language and protocols;*
- Whether the survey should continue to be administered on a yearly basis, or change to a different interval of time;*
- Whether any trends can be identified based on data gathered to date; and*



- iv) *Whether consideration be given to engaging an outside consultant to assist with this exercise, as appropriate.*
-

Attachments

Demographic Survey 2023 Summary report and results.

A background image showing a crowd of people with their hands raised in the air, suggesting a celebratory or participatory event. The image is overlaid with a semi-transparent dark blue filter.

STRATCOM

Demographics Survey 2023

Ontario Association of Architects

March 17, 2023

Armand Cousineau
Grace Zhang

Vancouver | Edmonton | Toronto | Ottawa | Montreal | London | Brighton

Methodology & Reporting

- These results are from an online survey completed by members of OAA. Stratcom programmed the survey and provided OAA an open link that was distributed to members. The survey was open from December 7th to February 28th, 2023 resulting in 889 completes.
- The final survey data has been statistically weighted to the proportion of Intern Architect and Architect member type (Q1) as per the membership database. This weight was also applied to the 2021 research.
- The survey had a response rate of approximately 11% and the margin of error for a sample of this size is +/- 2.9%, 19 times out of 20.
- Some charts and tables might not total 100 due to rounding.
- Tracking compares results to the 2021 wave of this research.
- All figures are percent (%) unless indicated otherwise.
- All research conducted by Stratcom.



SUMMARY

- A plurality of members (23%) have been a part of the Ontario Association of Architects for at least 26 years. Just over half (53%) have been members for ten years or less.
- Almost half (46%) of the membership are between 31 to 50 years of age.
- The majority (63%) do not have daily care-giving responsibilities. Over one-quarter (28%) have child care responsibilities, 6% elder care responsibilities and 2% are caring for a person with a disability.
- Five percent (5%) self-identify as a person with a disability.
- Just over half of the membership is male (54%) and 43% identify as female.
- Three-quarters (76%) identify as straight/heterosexual. Note that almost one-in-ten (9%) preferred to not answer this question.
- Approximately 1% identify as First Nations (0.3%) or Metis (0.4%).
- The majority (64%) identify as White/Caucasian. The next most common racial identity is East or Southeast Asian (13%), followed by Middle Eastern (8%), South Asian (6%), Black (3%) and Latino/Latina/Latinx (3%).
- The first language for a majority of OAA members is English (60%). French is the second most common (10%).

SUMMARY

- 6% of members identify as French-Canadian.
- The plurality of members identify as Canadian (26%). Other top mentions for ethnic or cultural identity are English (13%), Scottish (9%), Irish (9%), Chinese (7%), German (7%) and Italian (6%).
- More than three-in-ten (31%) members do not identify with any religious or spiritual affiliation and a further 14% identify as Atheist. The most common religious affiliations are Christian (34%), Muslim (6%) and Hindu (3%).
- The majority of members (68%) describe their workplace as an architectural practice. Sole practitioners comprise 10% of the survey sample, followed by institutional or corporate (6%), government workplaces (5%) and Academia (3%). Four percent (4%) are not currently working.
- Just over seven-in-ten (71%) agree they feel included at their current or more recent workplace. Six percent (6%) disagree.
 - Men (74%) are more likely than women (69%) to feel included.
 - Younger members 30 or under (85%) are much more likely to feel included than older members over 60 (59%).

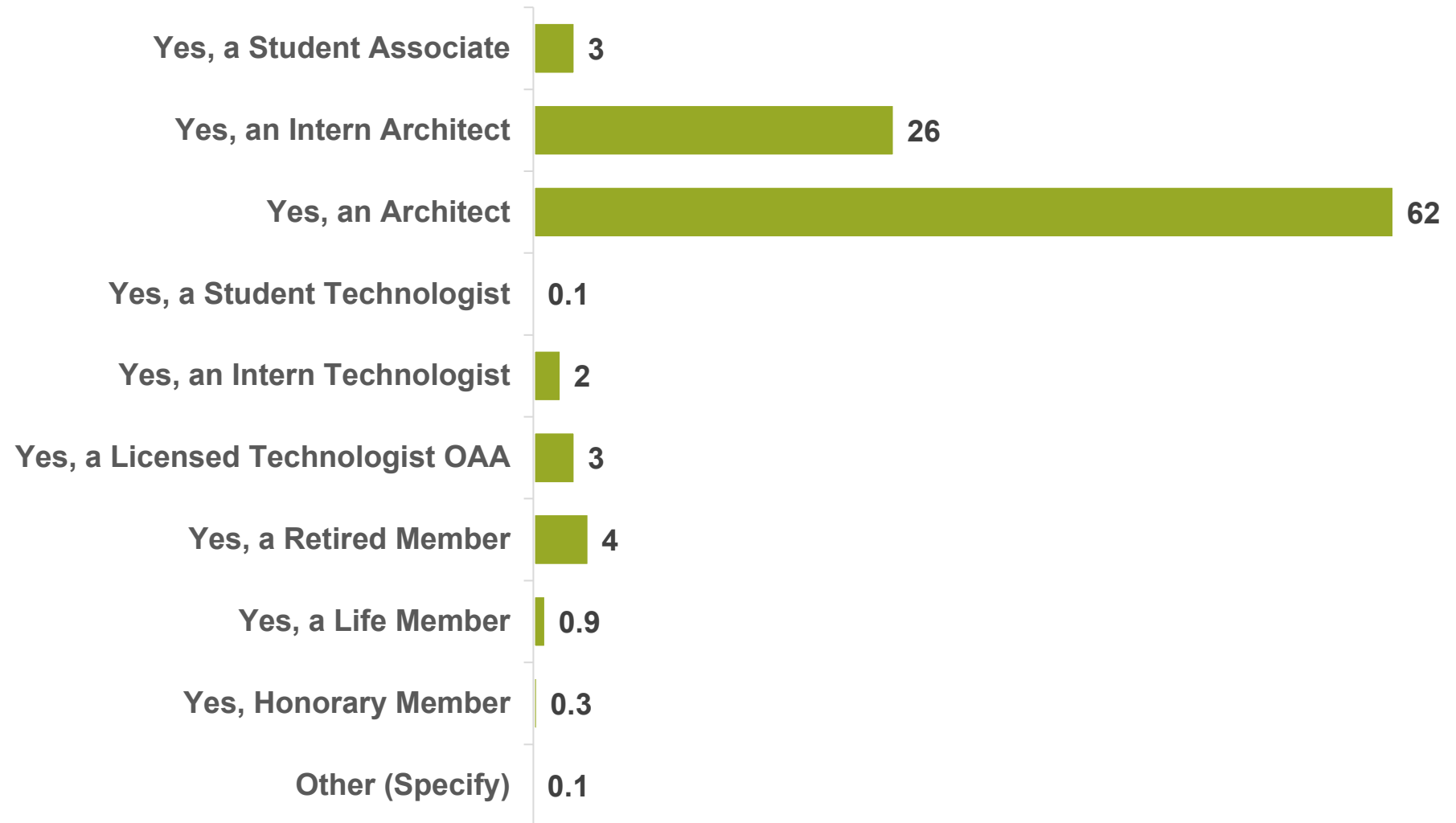
SUMMARY

- Seven-in-ten (70%) agree they feel supported at their current or most recent workplace (8% disagree).
 - Younger members 30 or under (80%) are much more likely to feel included than older members over 60 (57%).
 - Men (72%) are more likely than women (66%) to feel included.
- Nineteen percent (19%) agree they experience barriers to advancement in their current or most recent workplace (48% disagree).
 - Women are more likely to experience barriers to advancement (24%) than men (15%).
 - Intern architects are more likely to experience barriers (28%) than architects (17%).
 - Those with first language other than English are more likely to experience barriers to advancement (24%) than those with English first language (16%).
- One-in-ten (10%) agree that they experience discrimination in their current or most recent workplace (63% disagree).
 - Women are twice as likely (14%) as men (7%) to experience discrimination in the workplace.

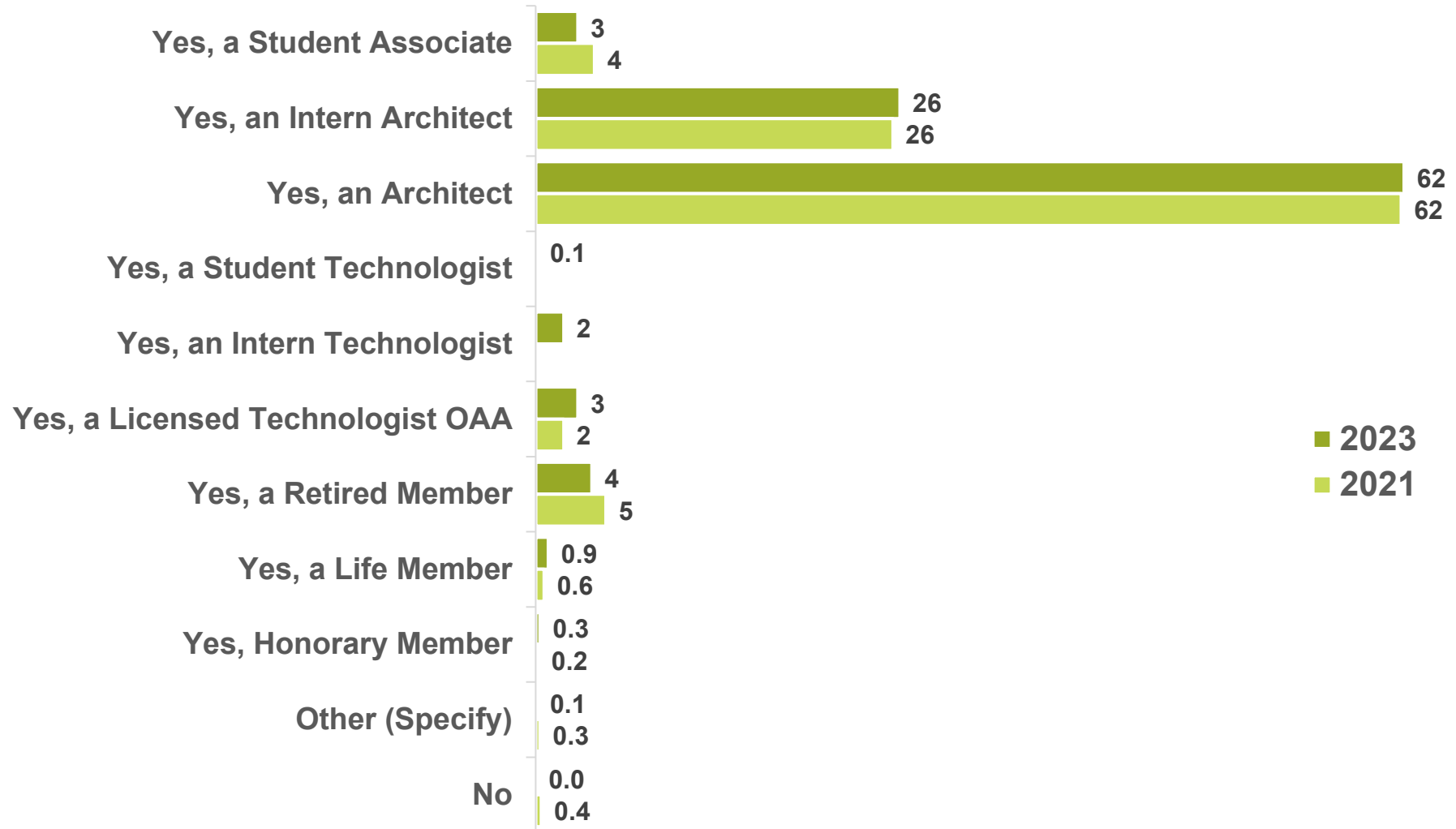
SUMMARY

- Just under three-quarters (72%) agree they are supportive of the collection of demographic data (7% disagree).
- A majority (68%) agree the questions asked in the survey used appropriate terminology (7% disagree).
- A majority (56%) agree the questions in the survey are relevant to the OAA's mission of serving the public interest through the regulation, support, promotion and appreciation of architecture.
- A final open ended question in the survey asked for input on additional information the OAA should consider as part of the long-term data collection strategy. The majority (55%) did not have any comments. The most common responses were related to 'financial information / salary information' (9%), 'dislike the questions/no need to collect this type of data' (6%) and 'gender pay-gap/Income equality/Income comparisons' (5%).

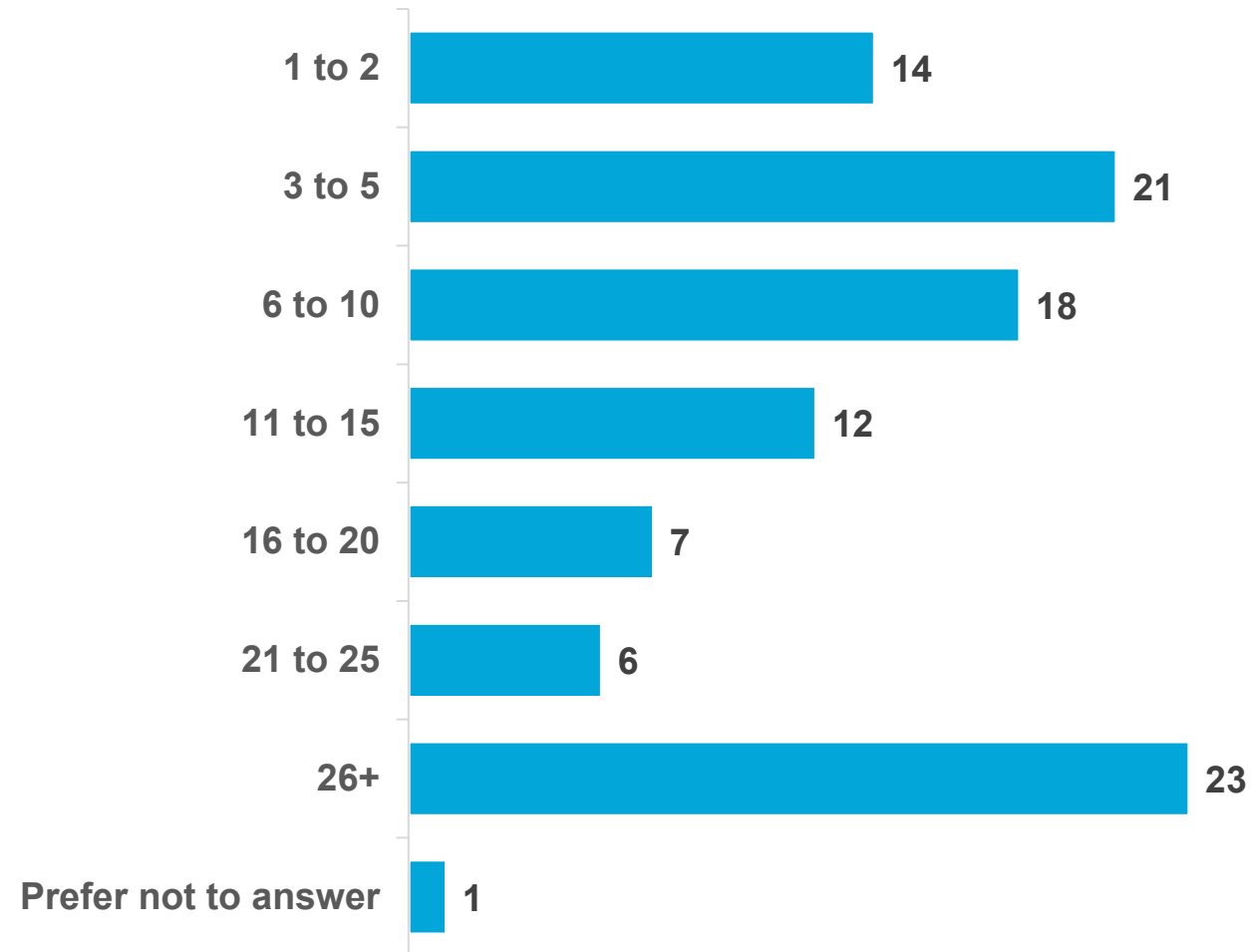
Membership details



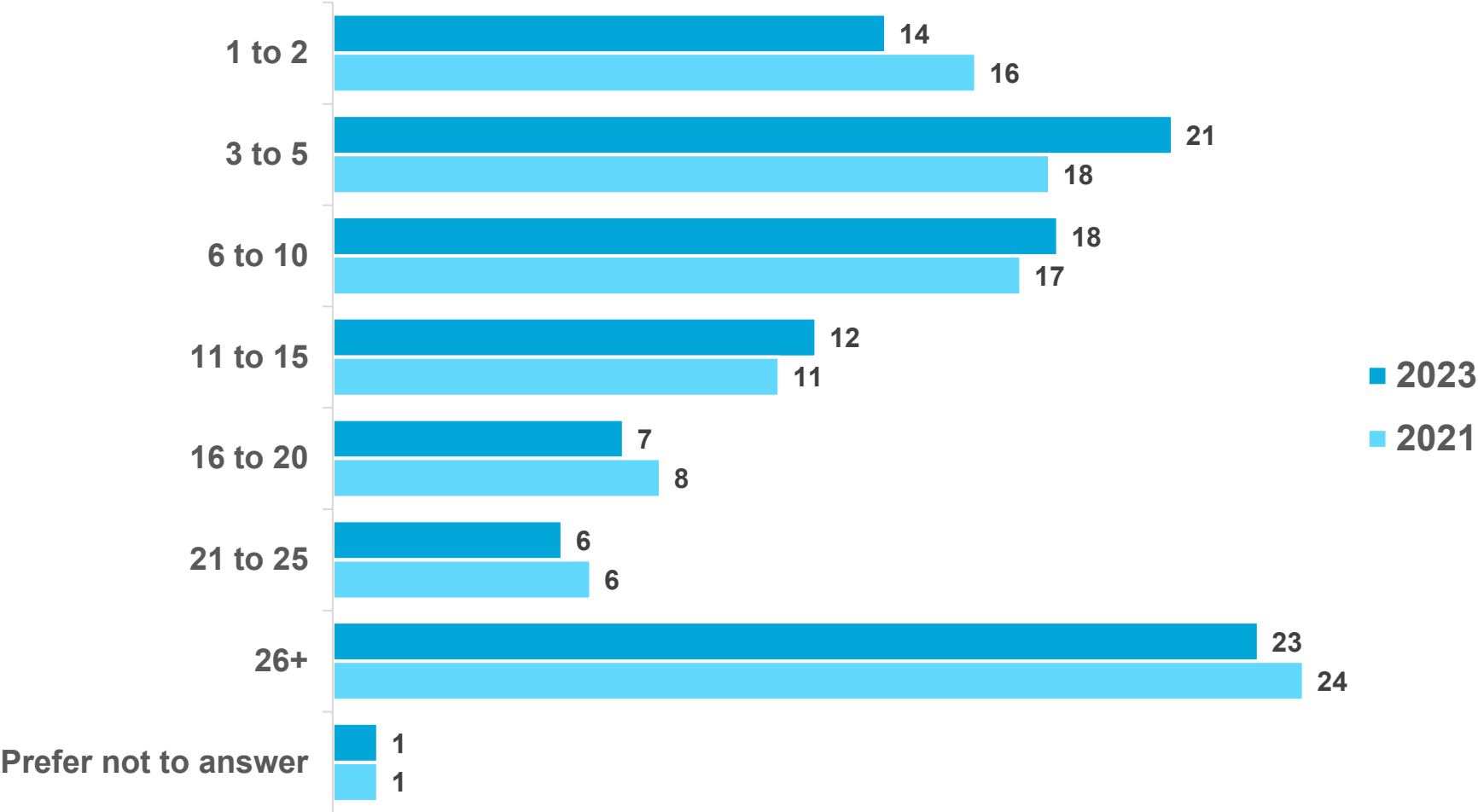
Tracking: Membership details



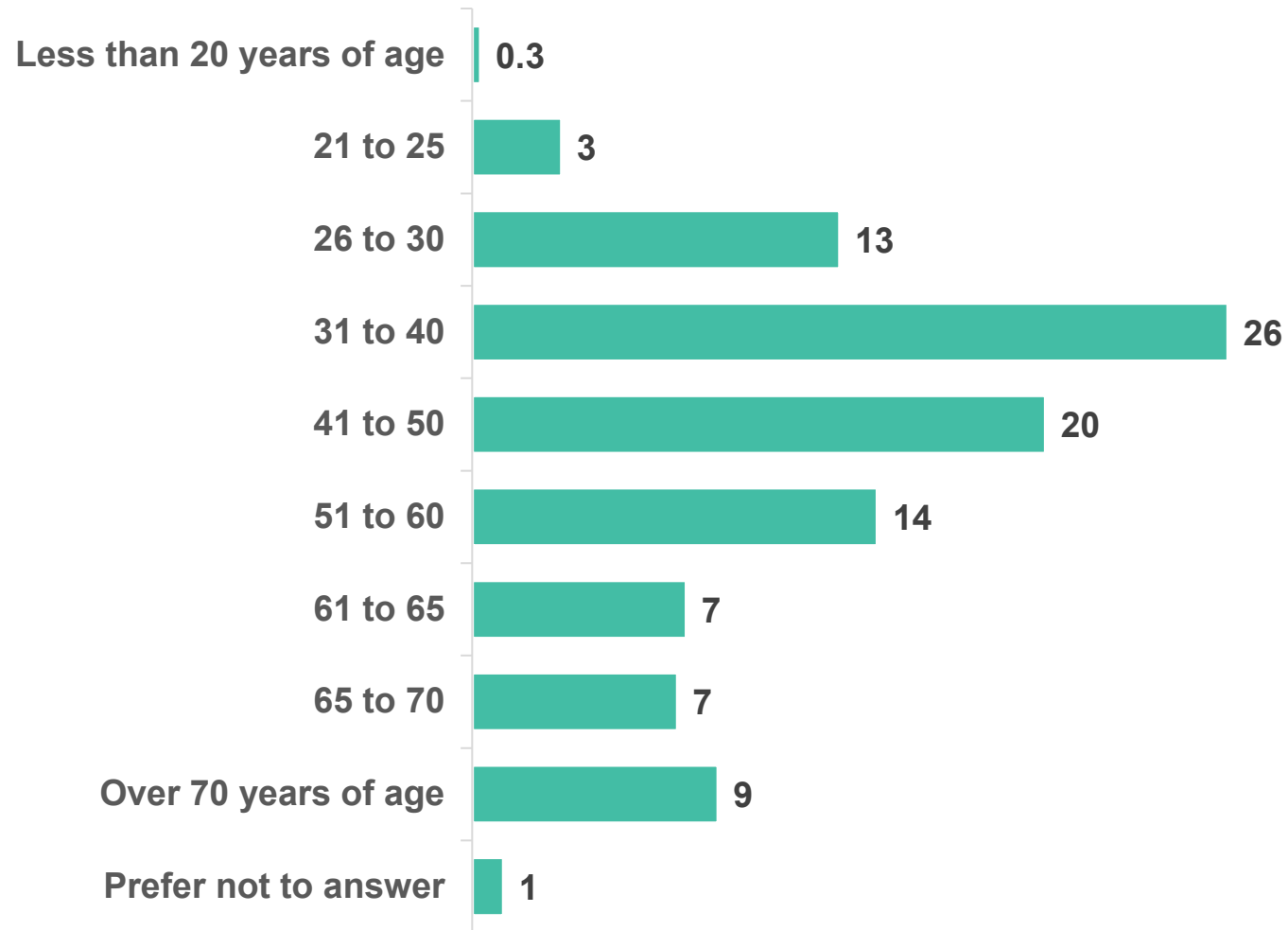
Years as member of OAA



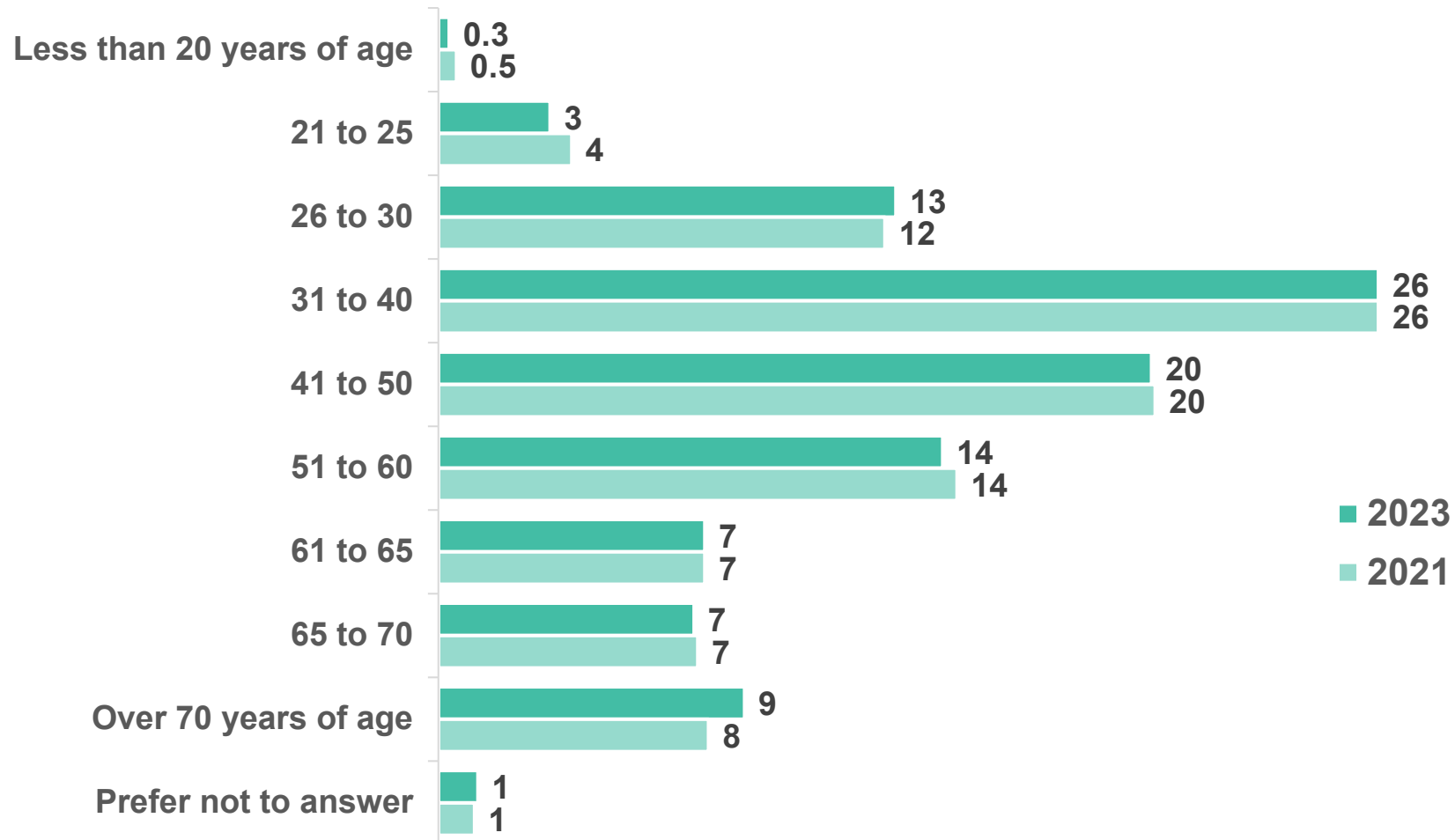
Tracking: Years as member of OAA



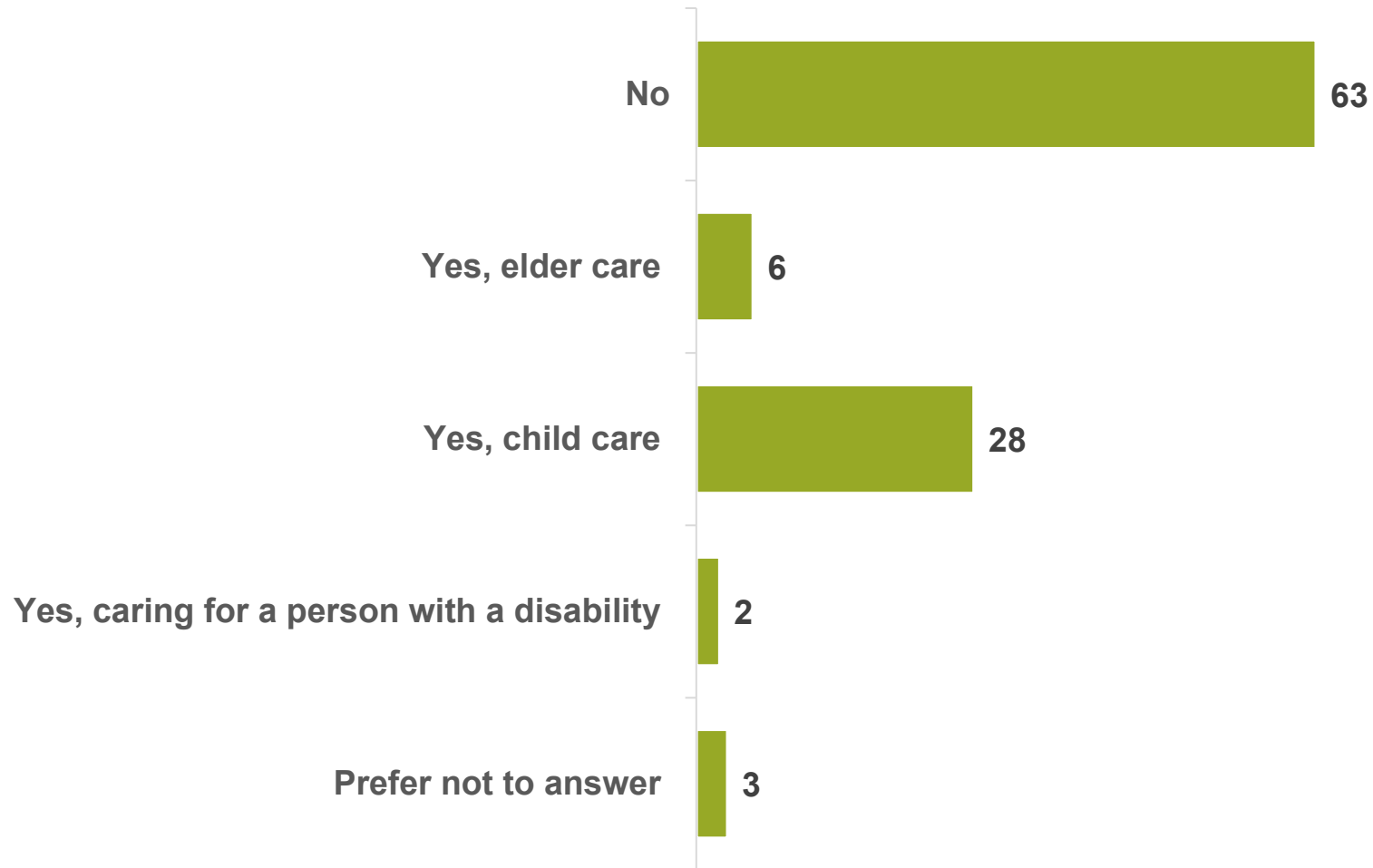
Age of members



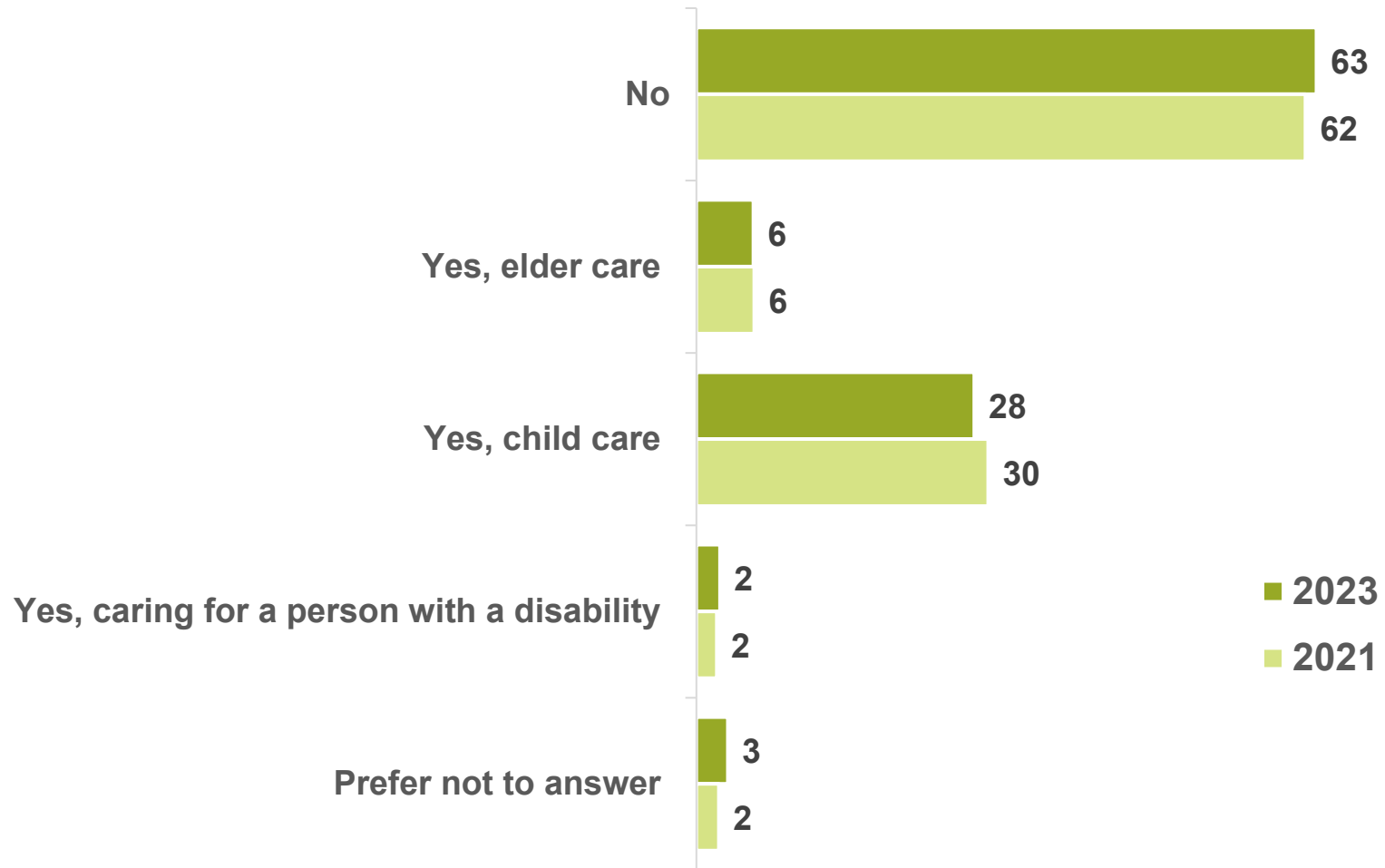
Tracking: Age of members



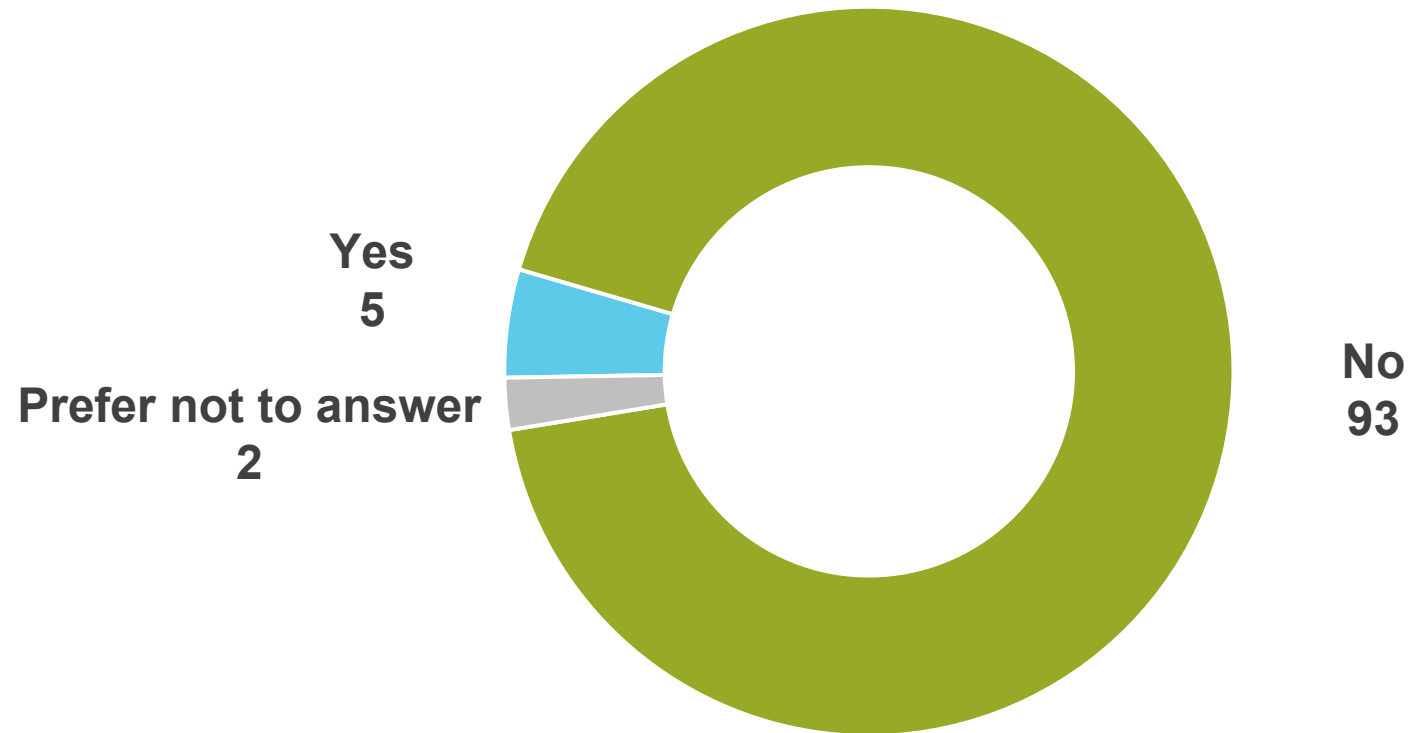
Daily care-giving responsibilities



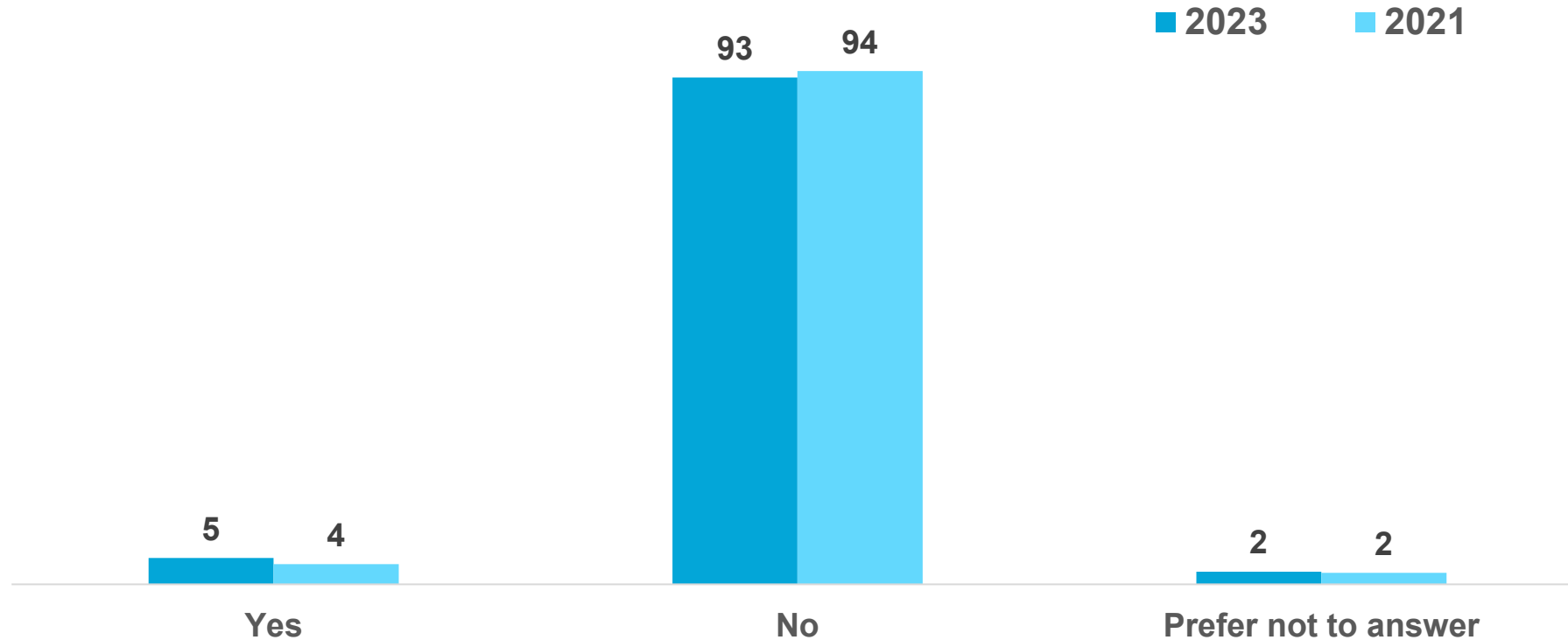
Tracking: Daily care-giving responsibilities



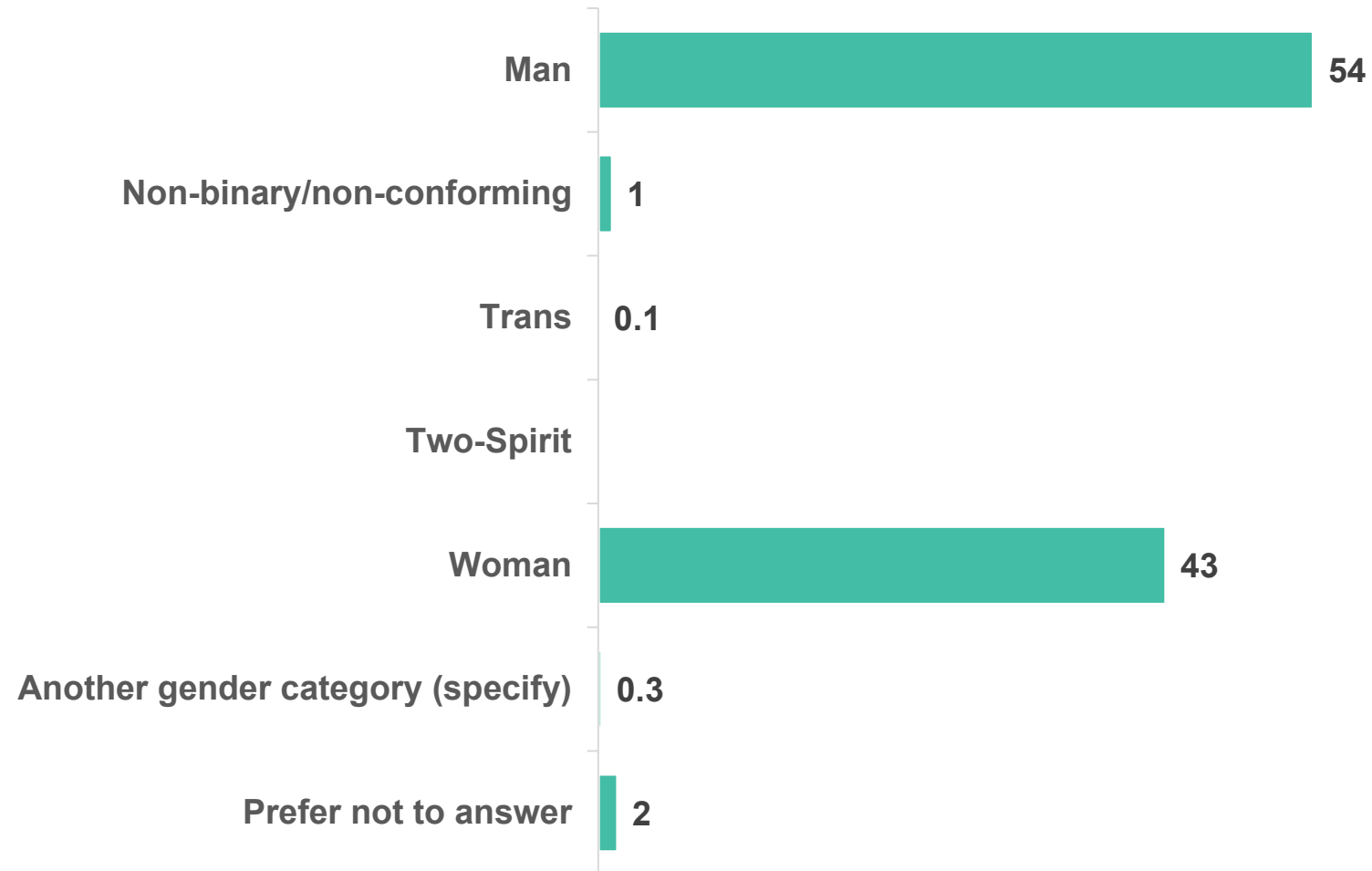
Do you self-identify as a person with a disability?



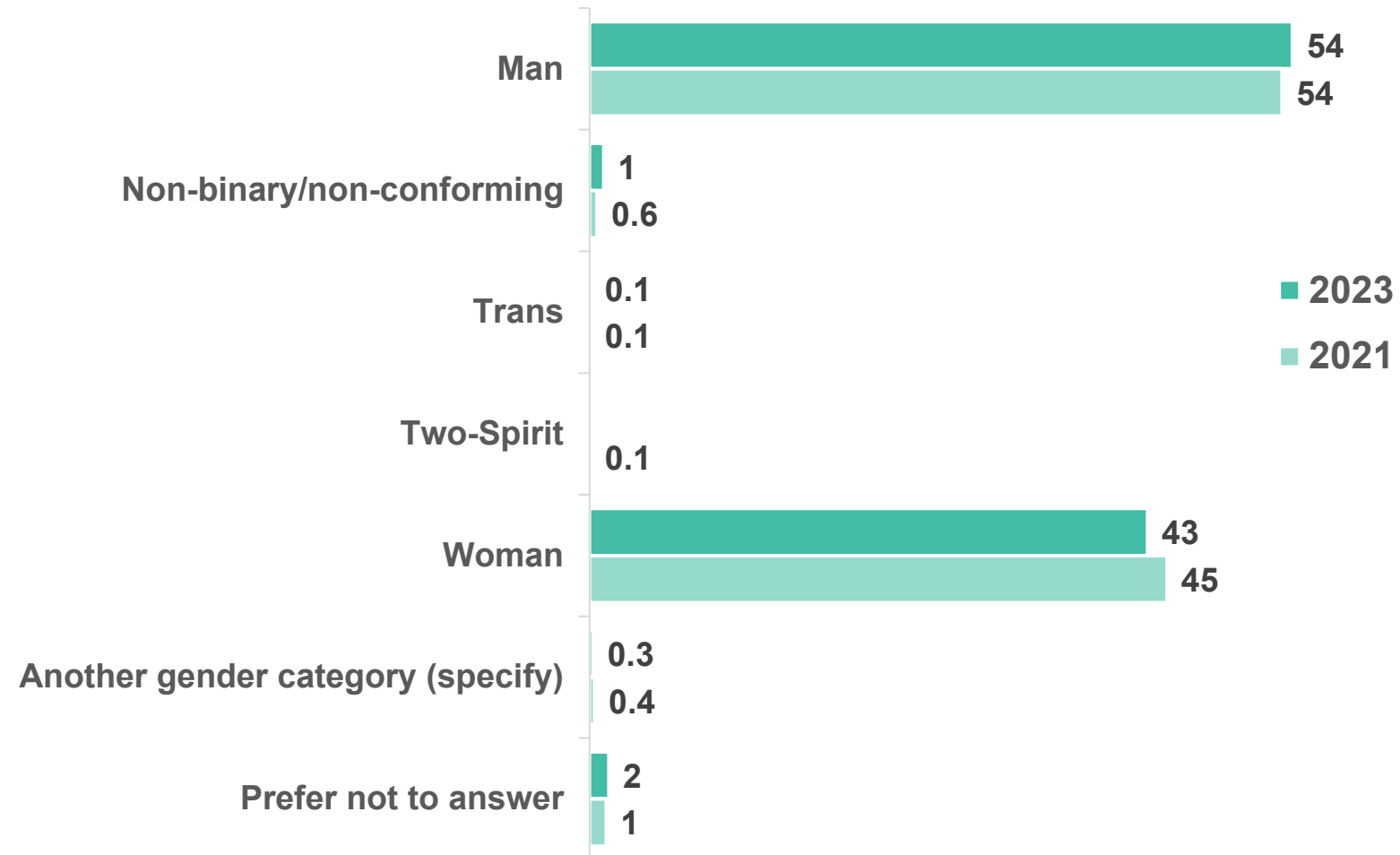
Tracking: Do you self-identify as a person with a disability?



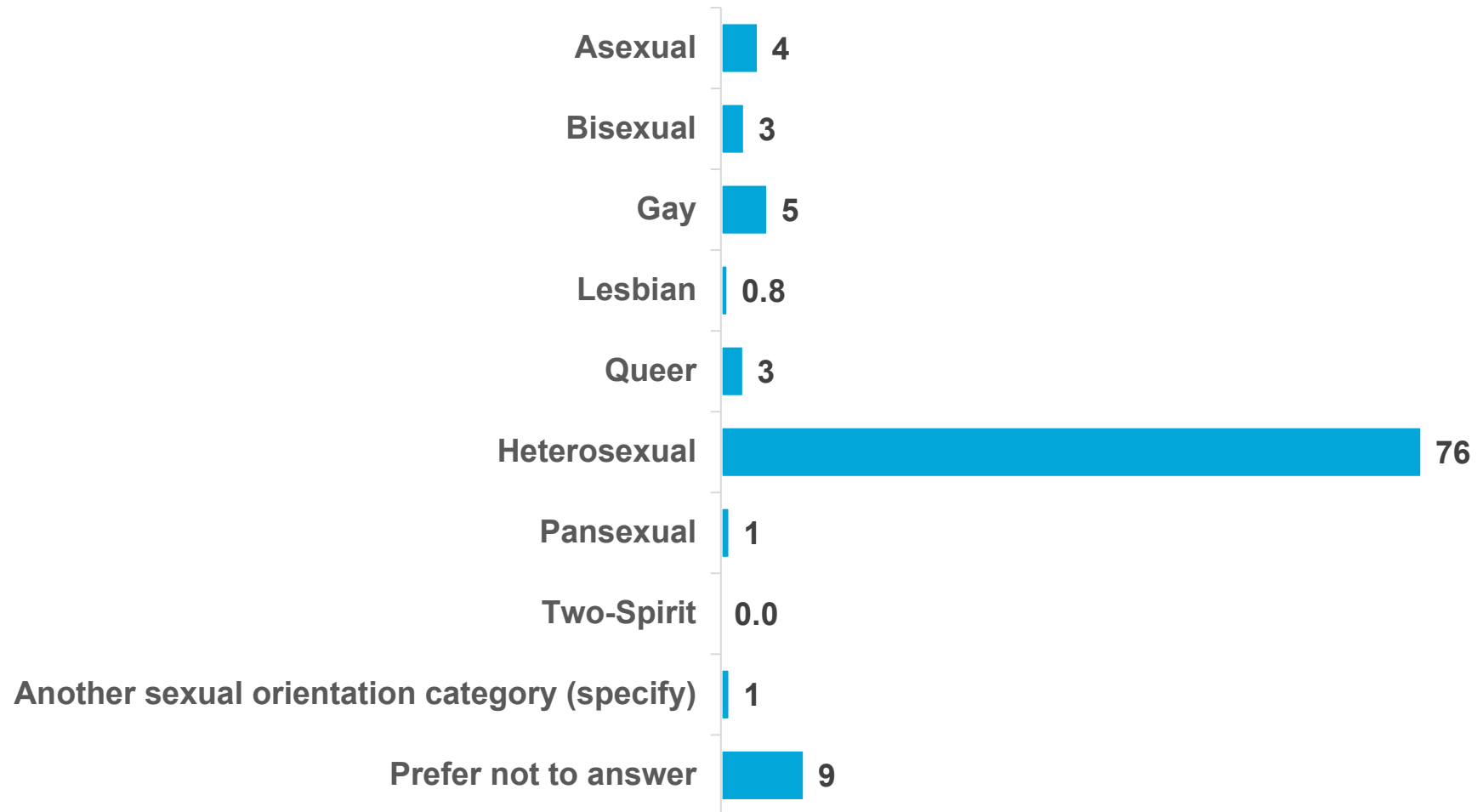
Gender



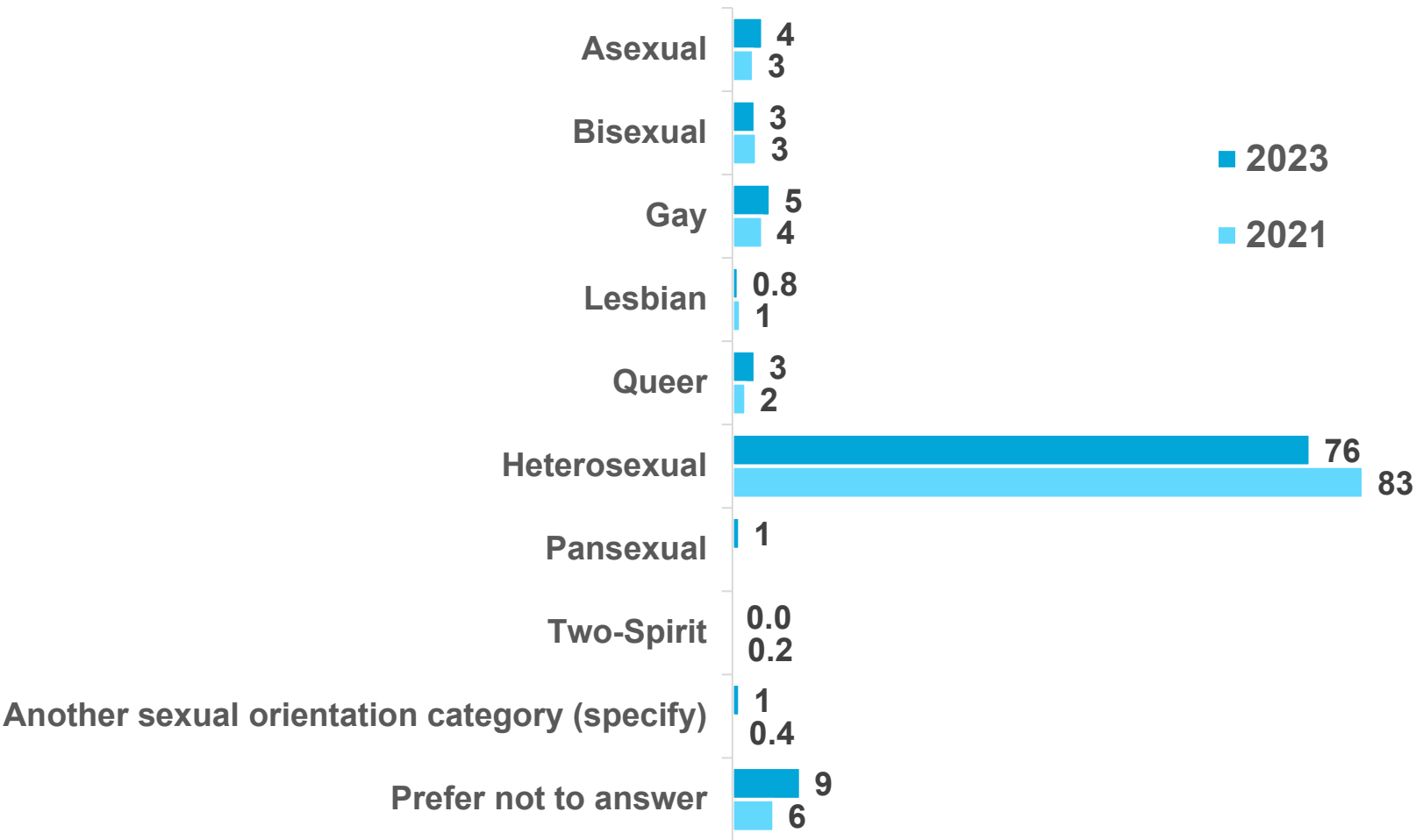
Gender



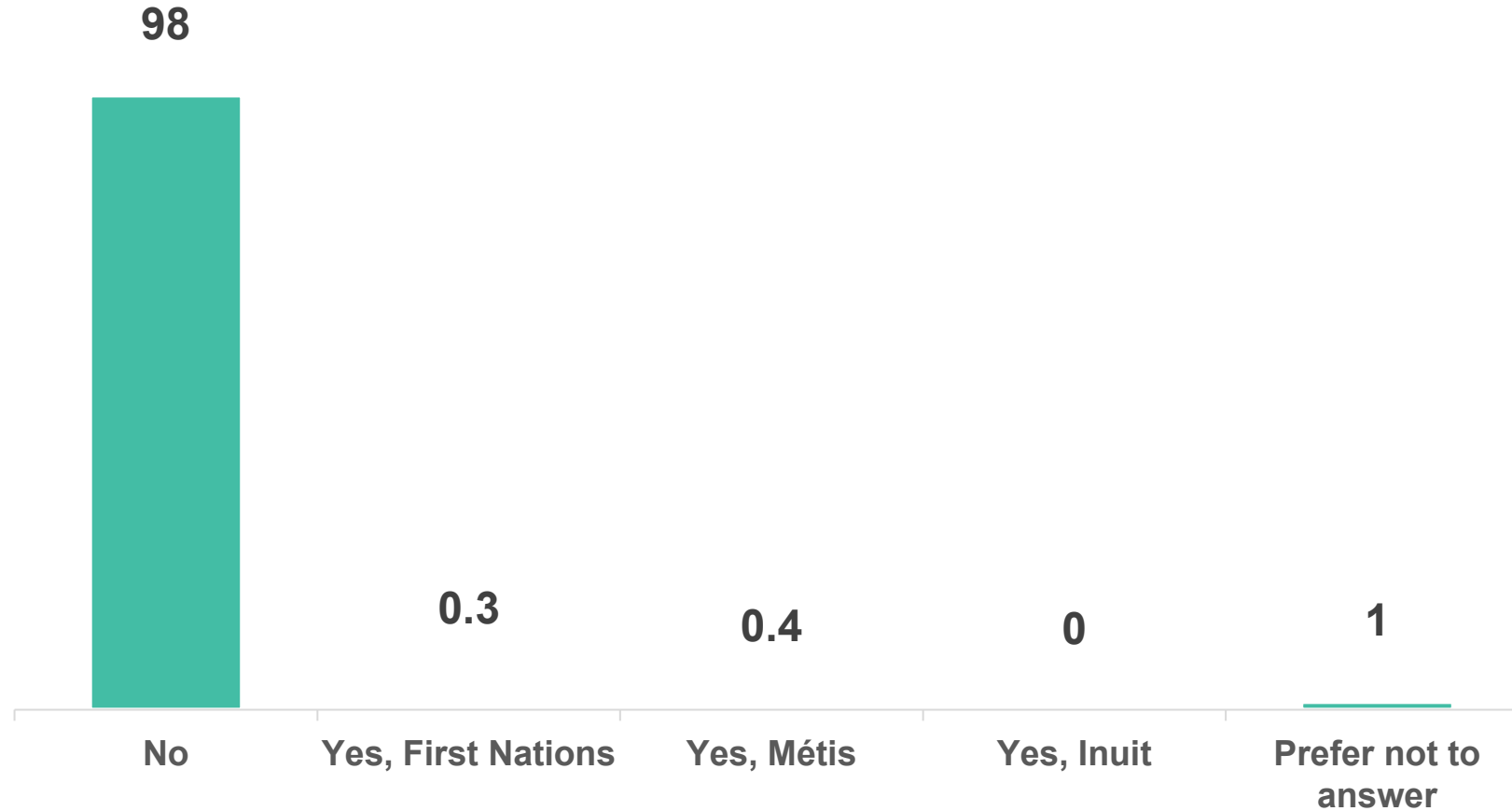
Sexual orientation



Sexual orientation

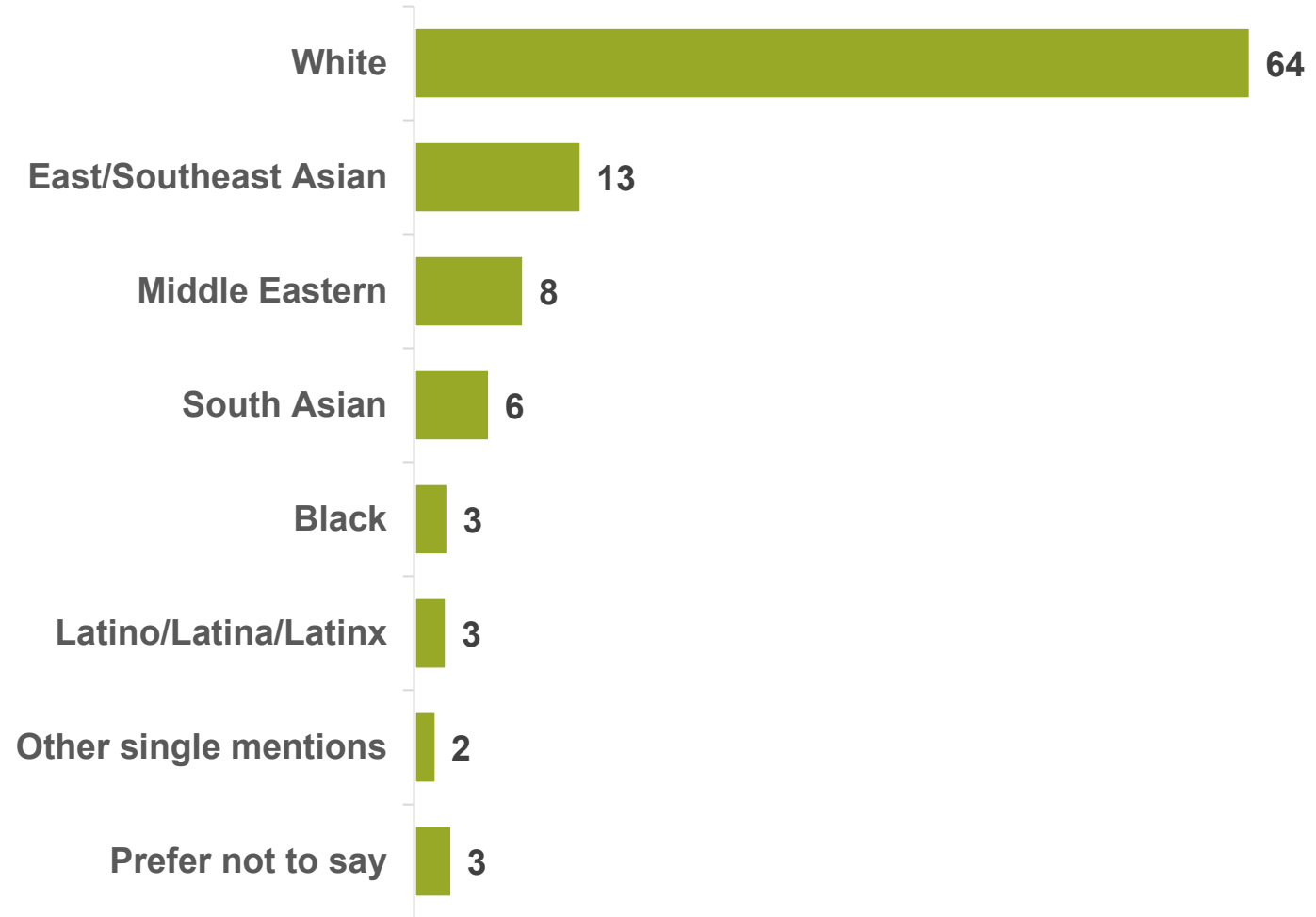


Do you identify as First Nations, Métis, and/or Inuit?



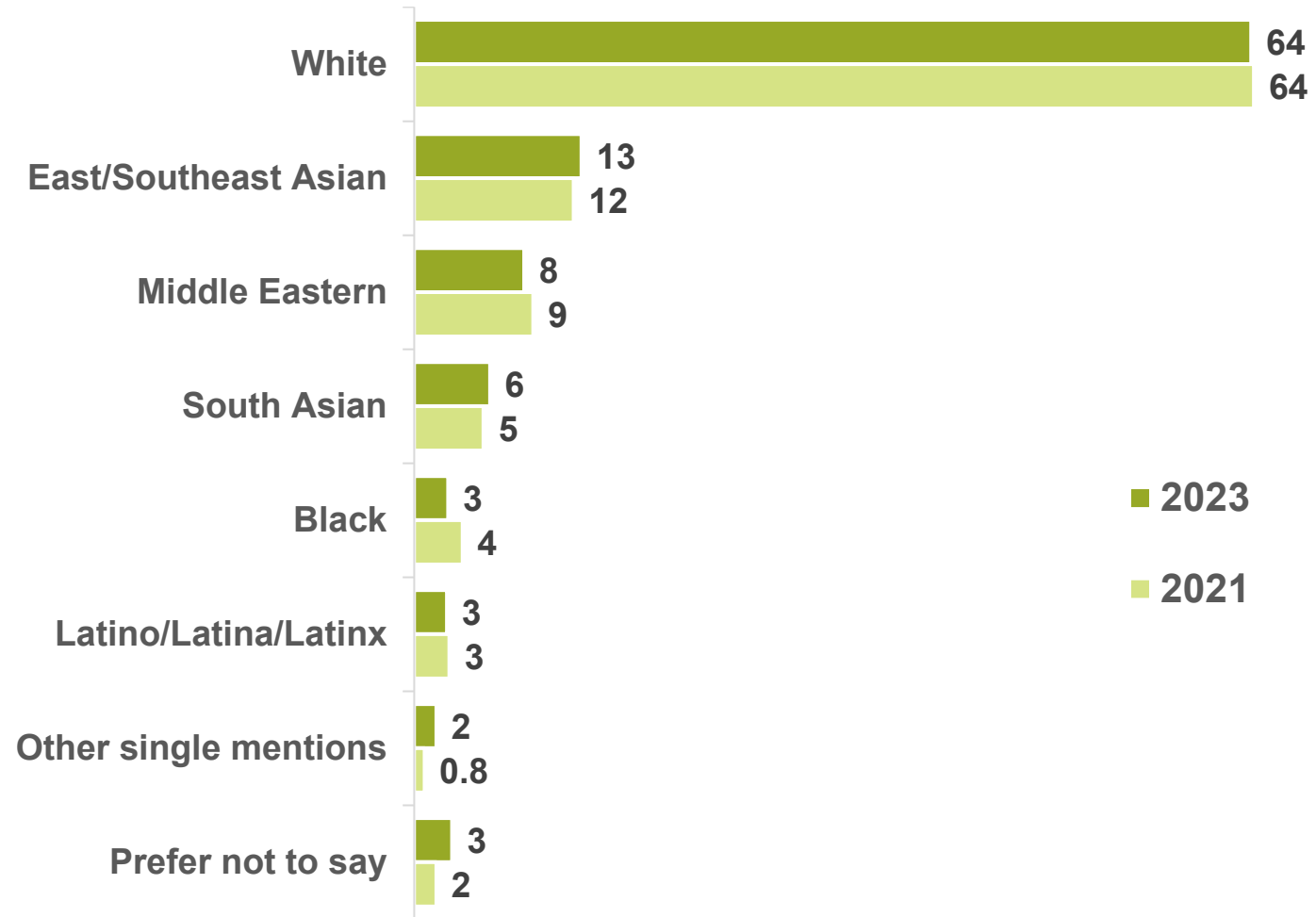
Race

(responses 1% and greater) (Including coded other responses)



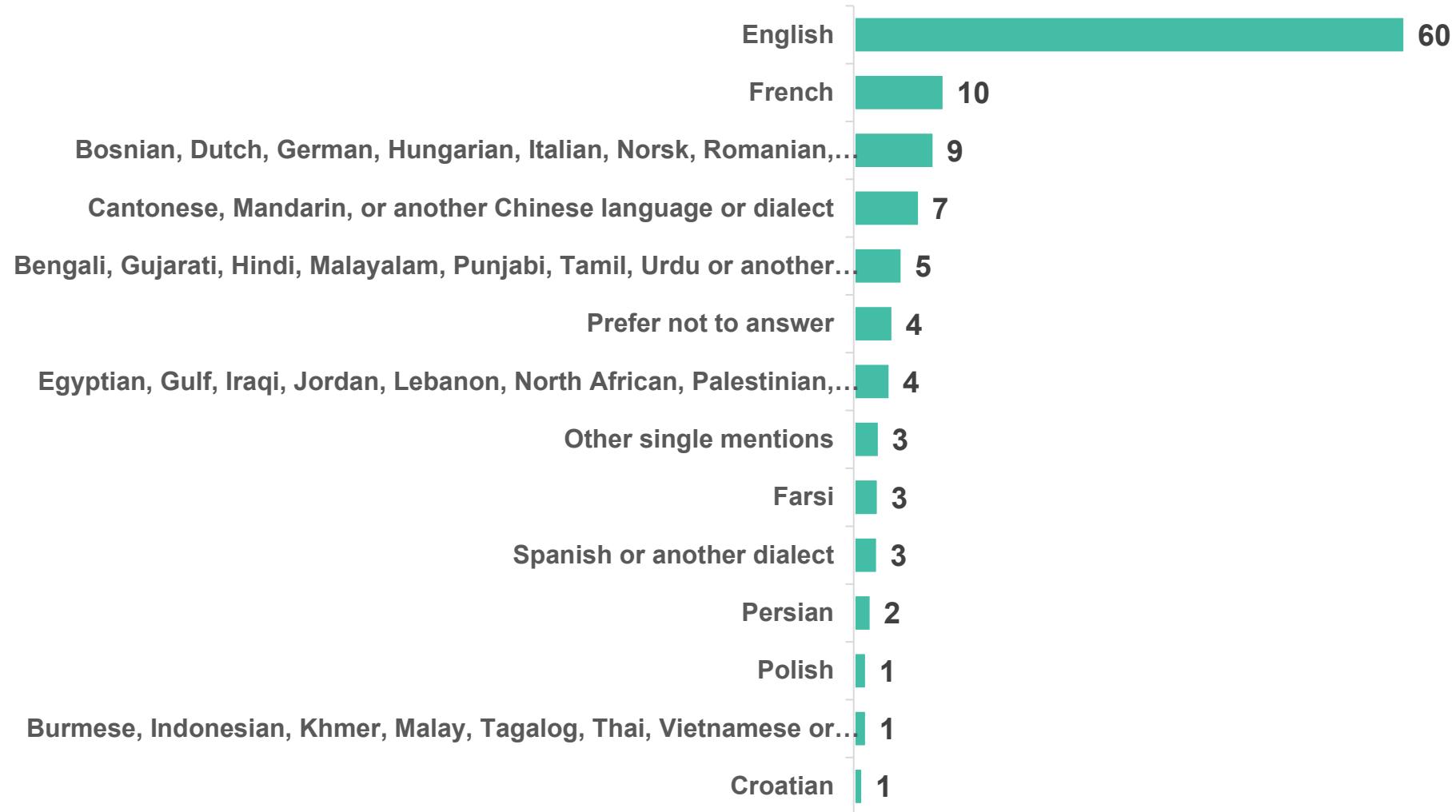
Tracking: Race

(responses 1% and greater) (Including coded other responses)



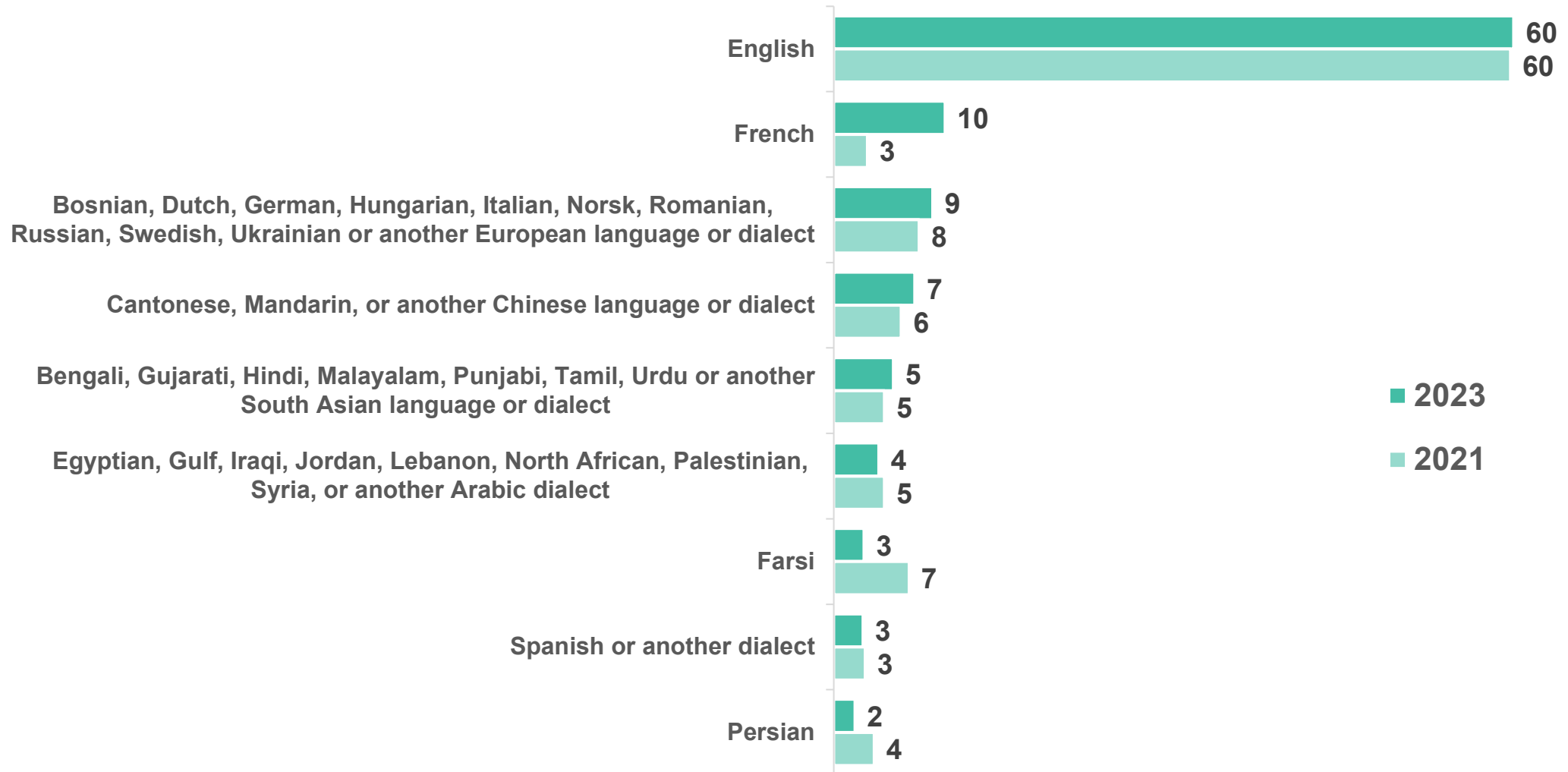
Mother tongue

(responses 1% and greater) (Open ended coded responses)

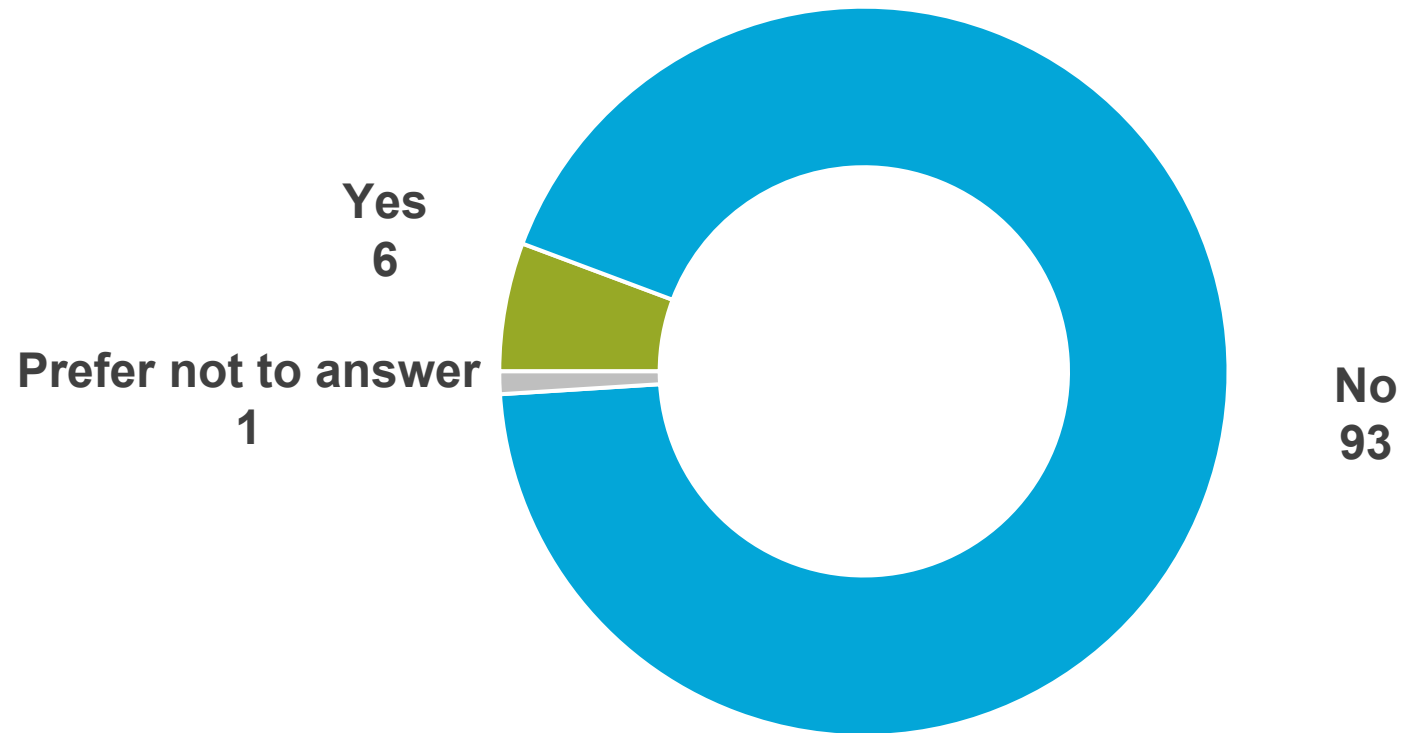


Tracking: Mother tongue

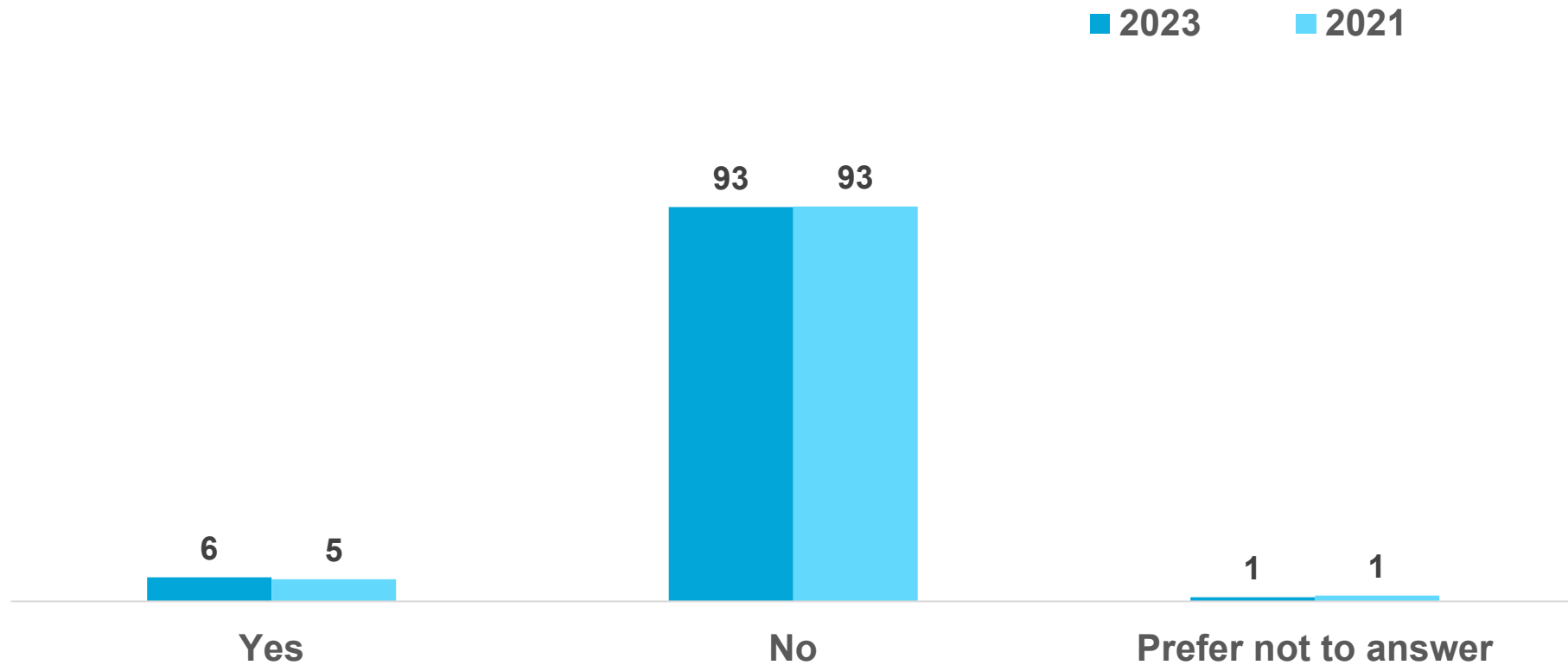
(responses 2% and greater) (Open ended coded responses)



Do you identify as French-Canadian?

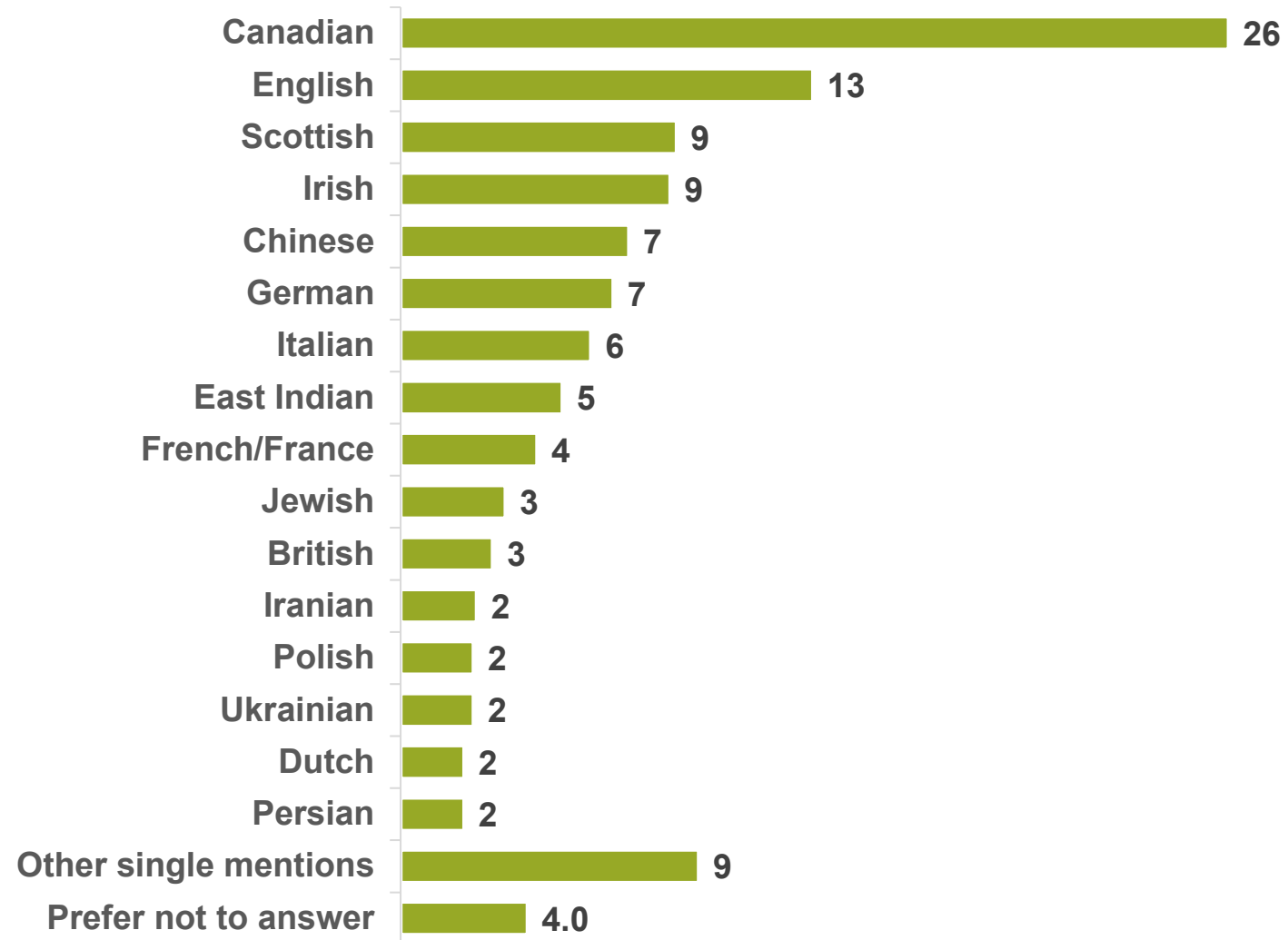


Tracking: Do you identify as French-Canadian?



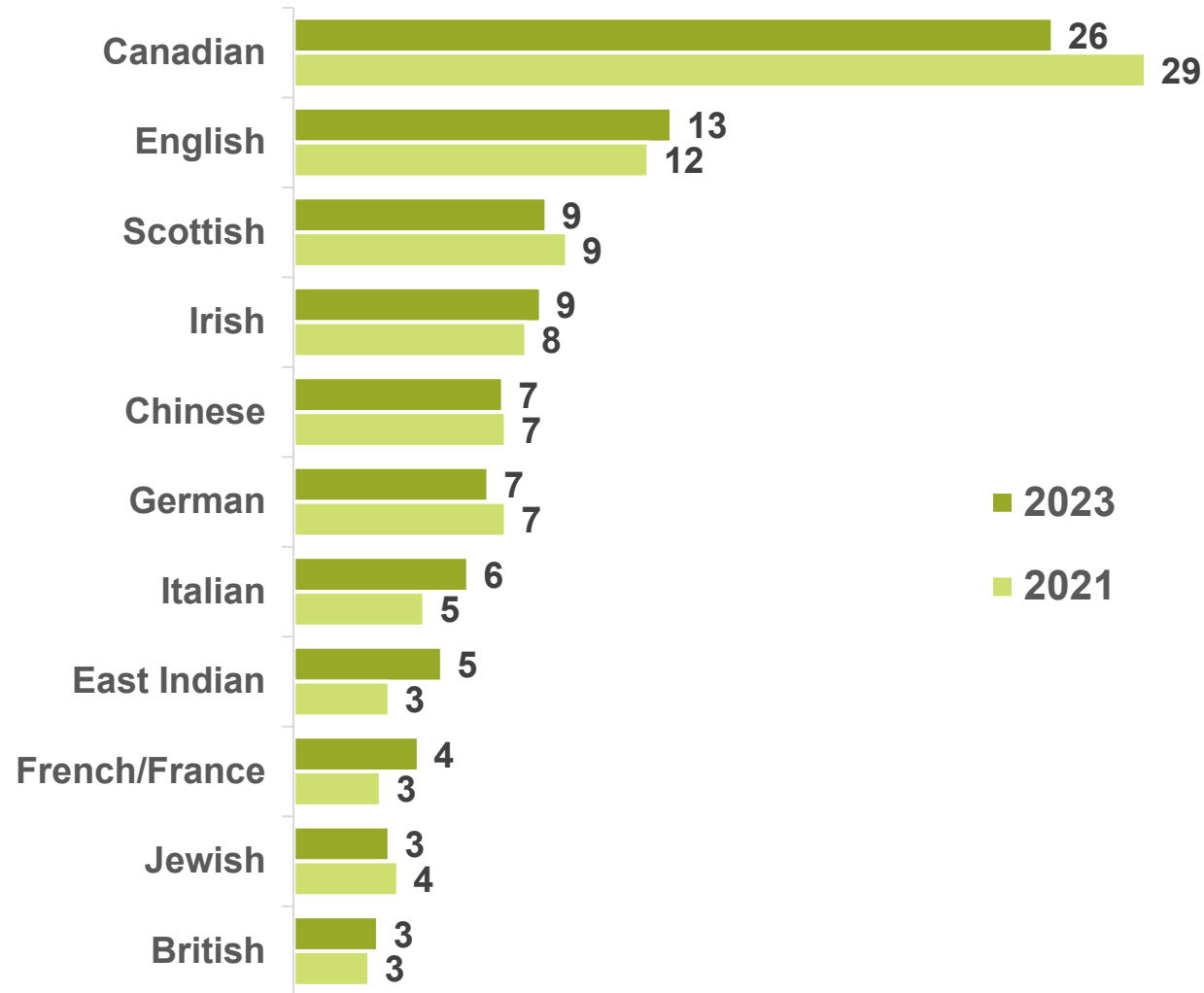
Ethnic or cultural origin(s)

(responses 2% and greater) (Open ended coded responses)



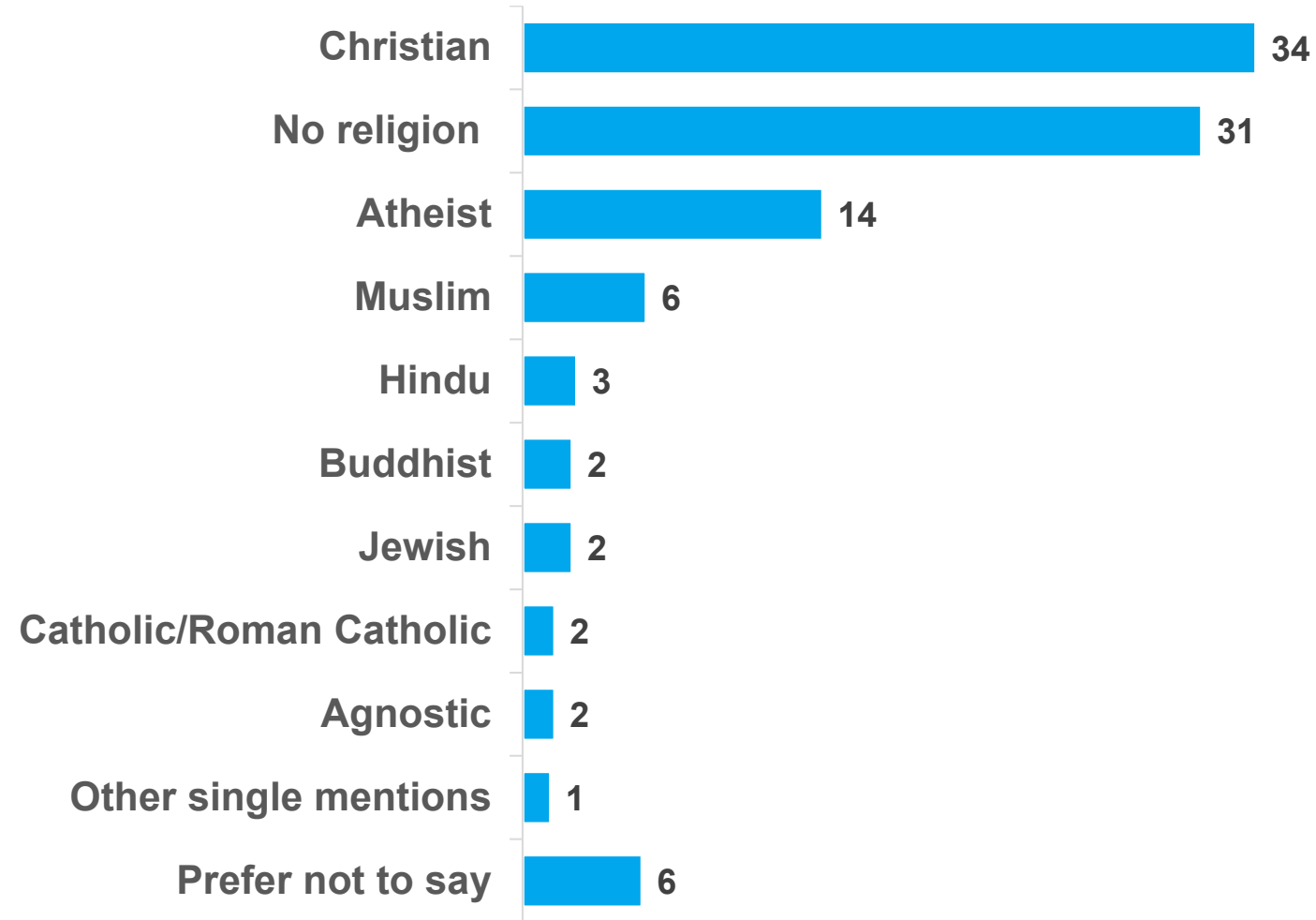
Ethnic or cultural origin(s)

(responses 3% and greater) (Open ended coded responses)



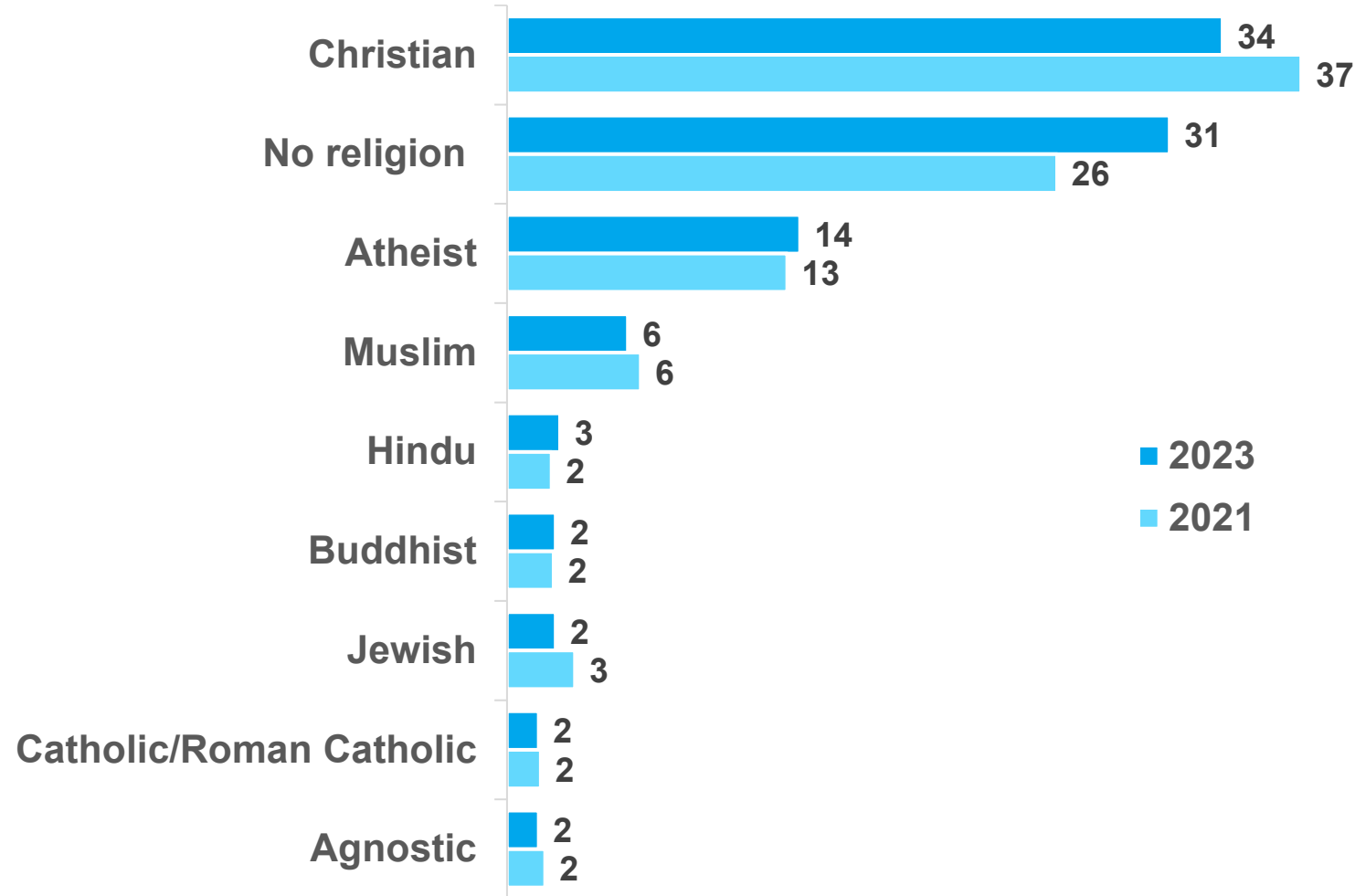
Religion and/or spiritual affiliation

(responses 1% and greater) (Including coded other responses)



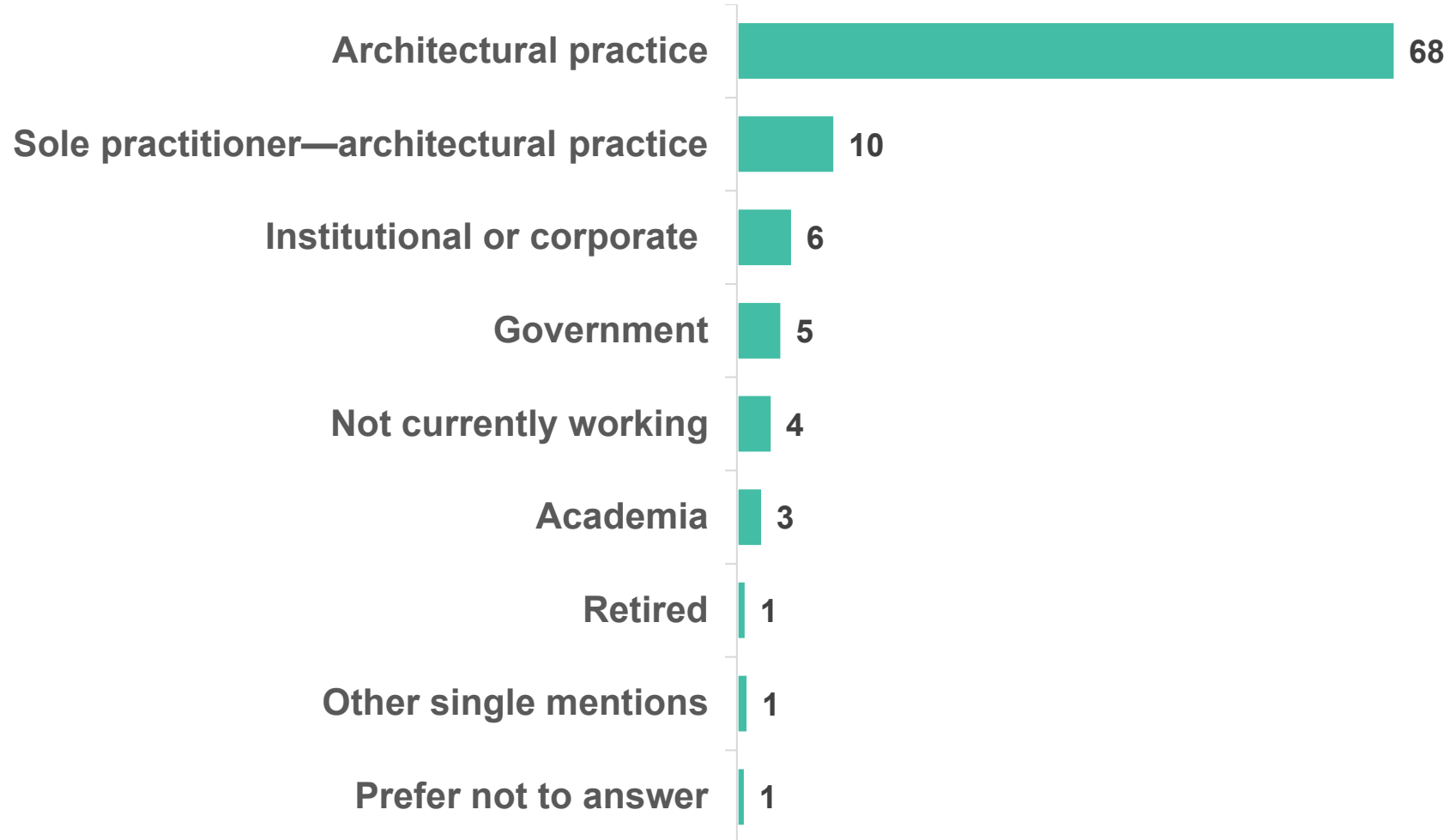
Tracking: Religion and/or spiritual affiliation

(responses 2% and greater) (Including coded other responses)



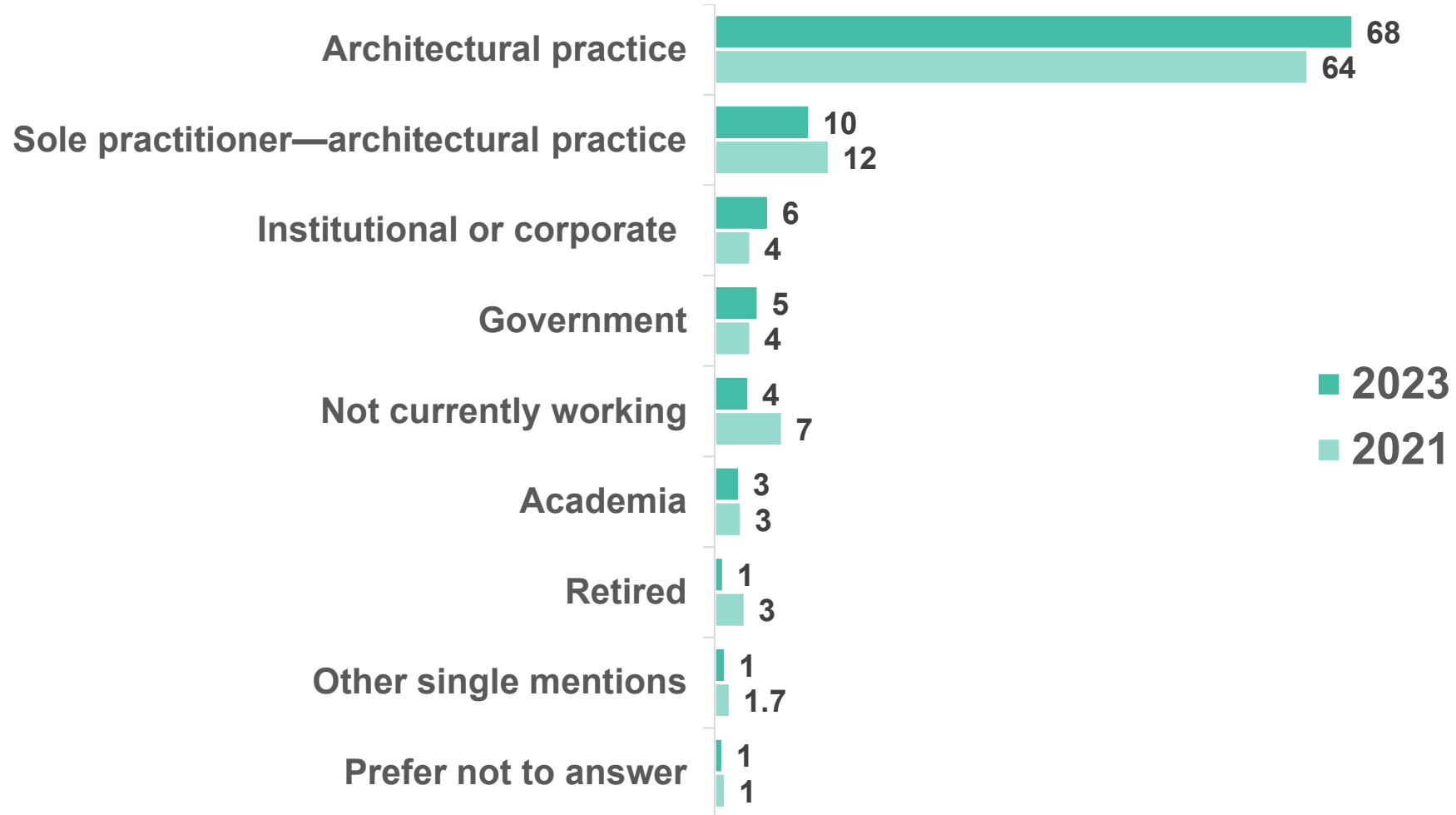
Workplace

(responses 1% and greater) (Including coded other responses)

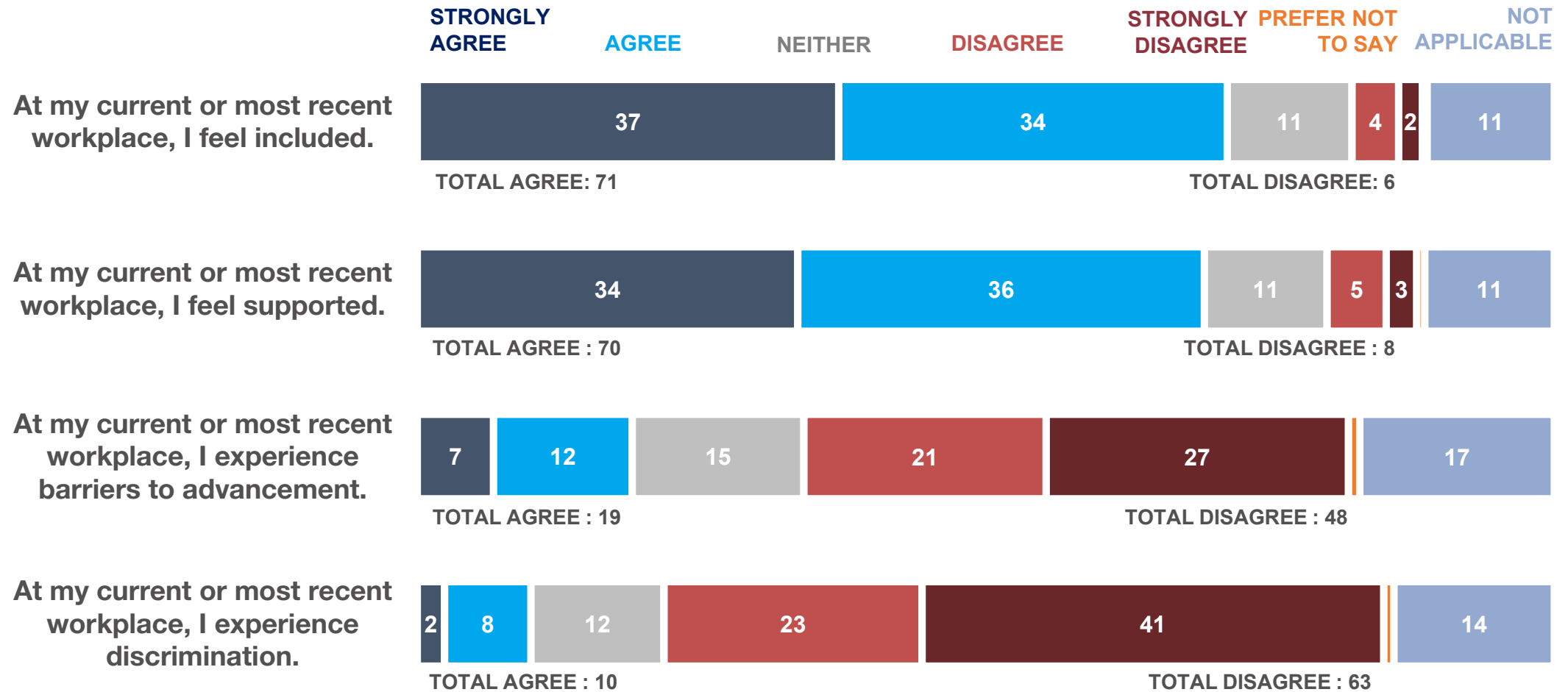


Workplace

(responses 1% and greater) (Including coded other responses)

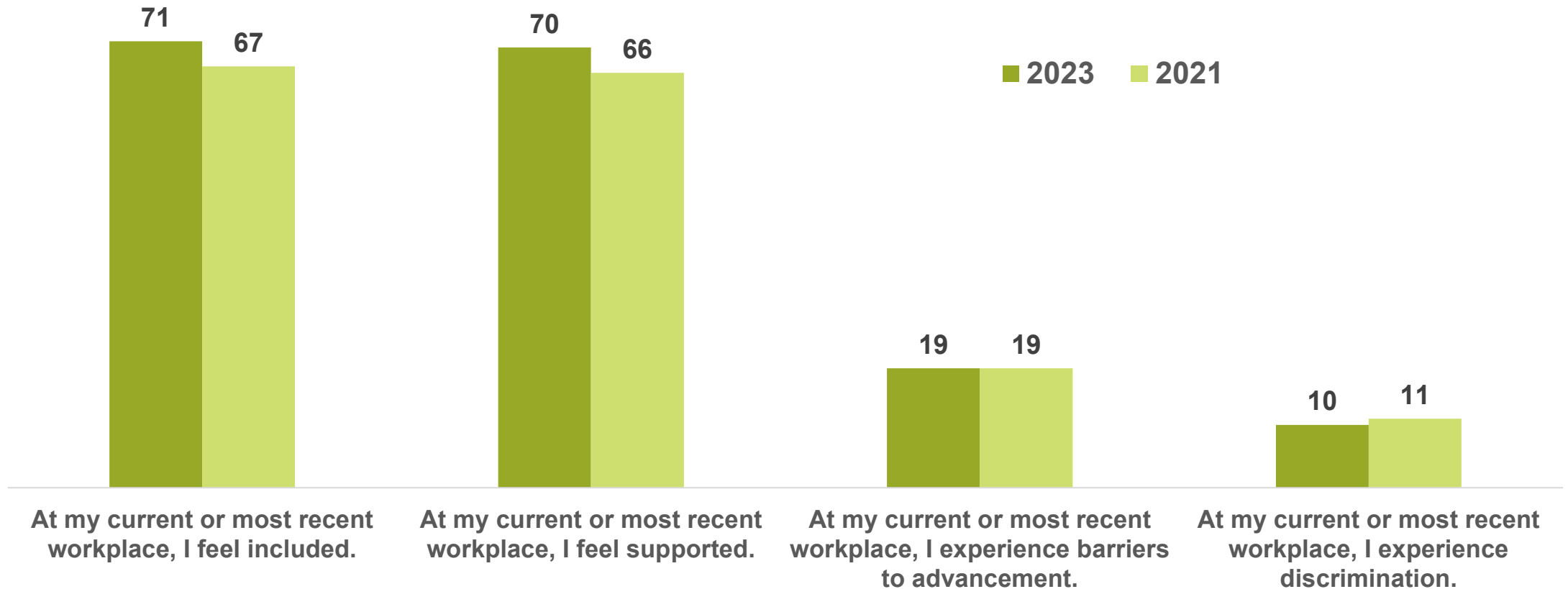


Personal experiences within the workplace in the last year



Tracking: Personal Experiences

(% Total Agree)



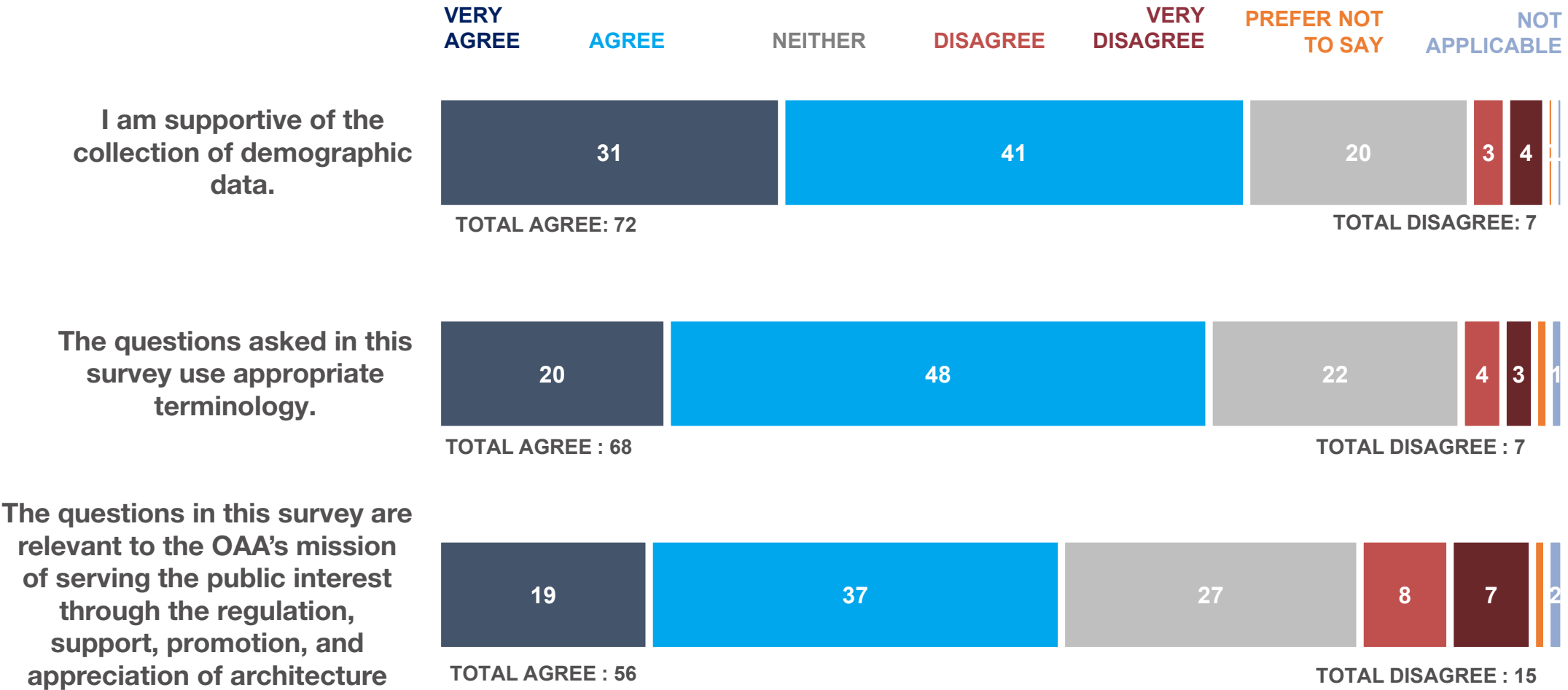
Crosstabs: Personal experiences within the workplace in the last year

% Total agree	Total Sample	Intern Architect	Architect	30 and under	31 – 40	41 – 50	51 – 60	Over 60	Male	Female
<i>Count</i>	889	227	550	143	232	176	125	204	482	383
At my current or most recent workplace, I feel included.	71	78	72	85	70	75	73	59	74	69
At my current or most recent workplace, I feel supported.	70	73	71	80	72	72	71	57	72	66
At my current or most recent workplace, I experience barriers to advancement.	19	28	17	19	25	22	20	8	15	24
At my current or most recent workplace, I experience discrimination.	10	10	10	8	14	12	10	5	7	14

Crosstabs: Personal experiences within the workplace in the last year

% Total agree	Total Sample	English mother tongue	Other mother tongue	LGBTQ2+	Architectural practice	Sole practitioner	Other workplace
Count	889	573	315	128	602	89	190
At my current or most recent workplace, I feel included.	71	72	70	71	79	44	61
At my current or most recent workplace, I feel supported.	69	71	67	70	78	40	57
At my current or most recent workplace, I experience barriers to advancement.	19	16	24	19	19	6	26
At my current or most recent workplace, I experience discrimination.	10	9	12	11	9	6	16

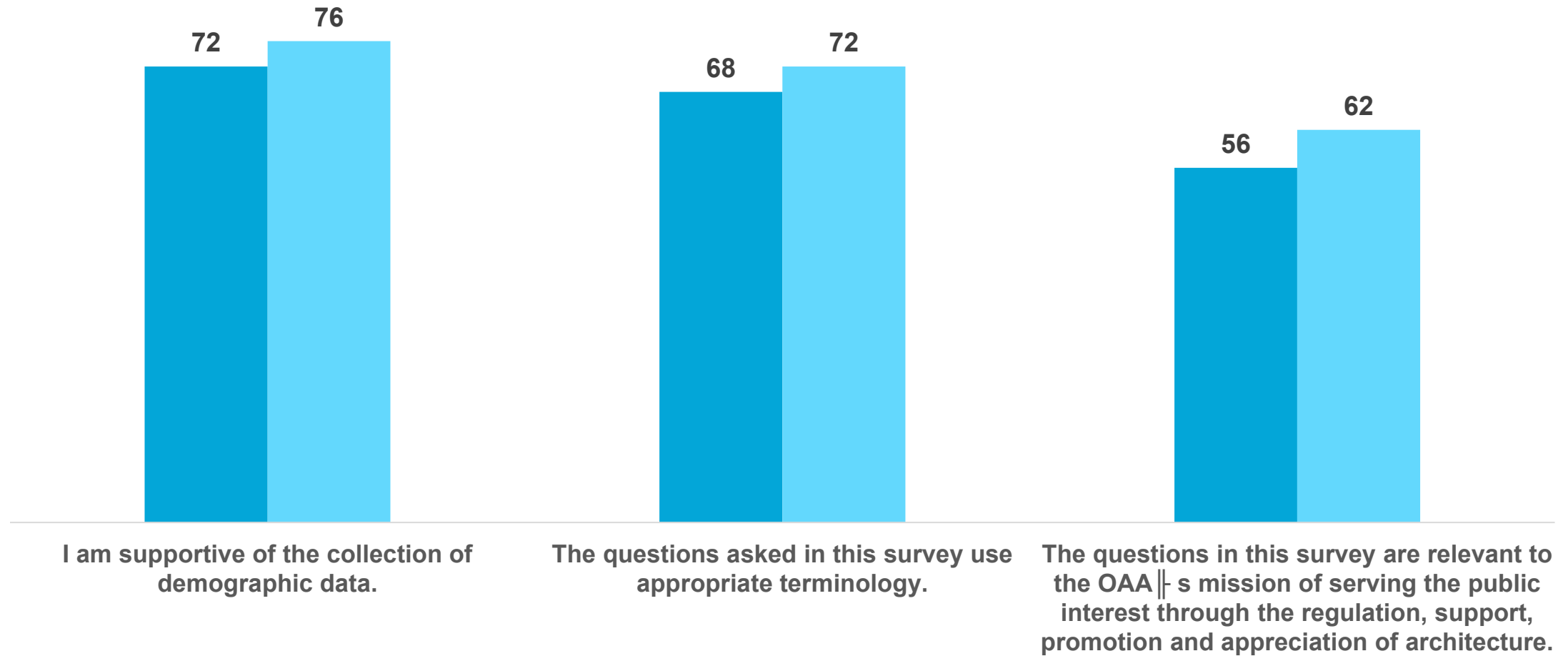
Opinion on the content of this survey



Tracking: Opinion on Survey Content

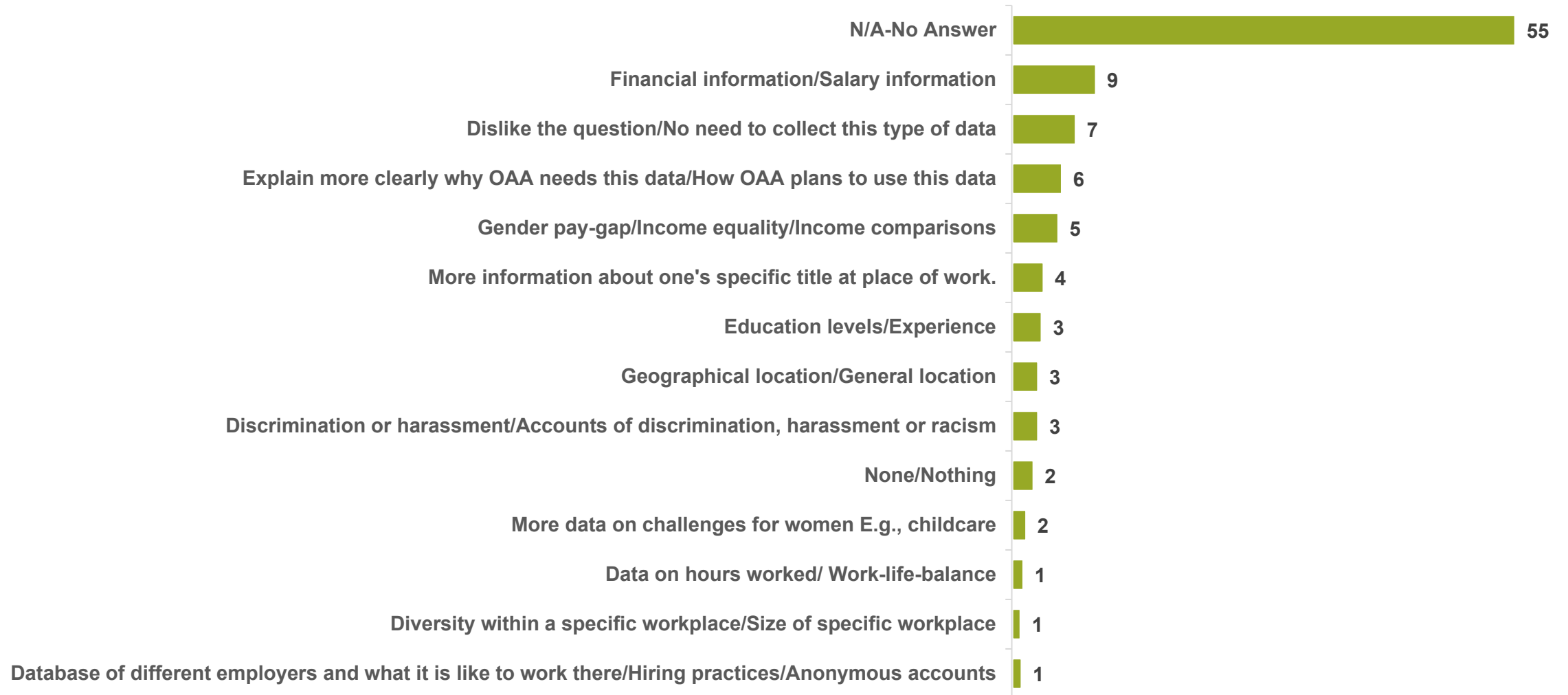
(% Total Agree)

■ 2023 ■ 2021



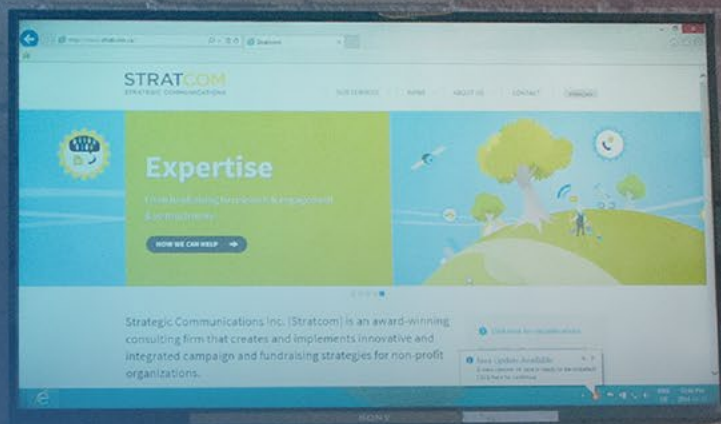
Additional comments on data collection strategy

(Coded open ended responses, 1% and greater)



Armand Cousineau
Director of Research
E: armand.cousineau@stratcom.ca

Grace Zhang
Research and Data Analyst
E: grace.zhang@stratcom.ca



stratcom.ca

STRATCOM

Topline Report:
Demographics Survey

For
**Ontario Association of
Architects (OAA)**

Specifications

Fielded December 7, 2022 – February 28, 2023

Sample of 889 OAA members

Date

March 17, 2023

DEMOGRAPHICS

		Count	Col %
Q1. Are you a member or affiliate of the Ontario Association of Architects (OAA)?	Yes, a Student Associate	22	2.5%
	Yes, an Intern Architect	227	25.5%
	Yes, an Architect	550	61.9%
	Yes, a Student Technologist	1	.1%
	Yes, an Intern Technologist	15	1.7%
	Yes, a Licensed Technologist OAA	26	2.9%
	Yes, a Retired Member	36	4.0%
	Yes, a Life Member	8	.9%
	Yes, Honorary Member	3	.3%
	Other (Specify)	1	.1%
Total		889	100.0%

		Count	Col %
Q2. Please identify the number of years you have held status with the Ontario Association of Architects. Add together all the years spent with OAA status, including, for example, time as an Intern Architect.	1 to 2	120	13.5%
	3 to 5	182	20.5%
	6 to 10	157	17.7%
	11 to 15	105	11.8%
	16 to 20	63	7.1%
	21 to 25	50	5.6%
	26+	201	22.6%
	Prefer not to answer	10	1.1%
Total		889	100.0%

		Count	Col %
Q3. Please identify your age group.	Less than 20 years of age	3	.3%
	21 to 25	27	3.1%
	26 to 30	113	12.7%
	31 to 40	232	26.1%
	41 to 50	176	19.8%
	51 to 60	125	14.0%
	61 to 65	66	7.4%
	65 to 70	63	7.1%
	Over 70 years of age	75	8.5%
	Prefer not to answer	10	1.1%
Total		889	100.0%

		Cases	Col %
Q4. Do you have daily care-giving responsibilities?	No	561	63.1%
	Yes, elder care	52	5.8%
	Yes, child care	252	28.3%
	Yes, caring for a person with a disability	21	2.4%
	Prefer not to answer	28	3.2%
Total		889	102.9%

		Count	Col %
Q5. Do you self-identify as a person with a disability?	Yes	42	4.8%
	No	826	93.0%
	Prefer not to answer	20	2.3%
Total		889	100.0%

		Cases	Col %
Q6. What is your current lived gender identity? Select all that apply.	Man	482	54.3%
	Non-binary/non-conforming	10	1.1%
	Trans	1	.1%
	Two-Spirit		
	Woman	383	43.1%
	Another gender category (specify)	3	.3%
	Prefer not to answer	14	1.5%
Total		889	100.4%

		Cases	Col %
Q7. What is your sexual orientation? Select all that apply.	Asexual	37	4.1%
	Bisexual	23	2.6%
	Gay	45	5.1%
	Lesbian	7	.8%
	Queer	22	2.5%
	Heterosexual	676	76.1%
	Pansexual	9	1.0%
	Two-Spirit		
	Another sexual orientation category	9	1.0%
	Prefer not to answer	81	9.1%
Total		889	102.3%

		Cases	Col %
Q8. Do you identify as First Nations, Métis, and/or Inuit? If yes, select all that apply.	No	872	98.1%
	Yes, First Nations	2	.3%
	Yes, Métis	4	.4%
	Yes, Inuit		
	Prefer not to answer	11	1.2%
Total		889	100.0%

		Cases	Col %
Q9. Which race category best describes you? Select all that apply. [INCLUDING CODED-OTHER RESPONSES]	White	569	64.0%
	East/Southeast Asian	114	12.8%
	Middle Eastern	75	8.4%
	South Asian	52	5.8%
	Prefer not to say	25	2.9%
	Black	23	2.6%
	Latino/Latina/Latinx	22	2.5%
	Other single mentions	15	1.7%
	European	7	.8%
	Jewish	7	.7%
	Mixed Race	6	.6%
	Chinese	5	.6%
	Indigenous (all origins)	5	.6%
	Italian	4	.4%
	Persian	3	.3%
	West Indian	2	.2%
	Dislike the question	2	.2%
	Eurasian	1	.2%
	Asian	1	.1%
Total		889	105.4%

		Cases	Col %
Q10. What language(s) did you first learn at home in childhood and still understand? [INCLUDING CODED-OTHER RESPONSES]	English	537	60.4%
	French	88	9.9%
	Bosnian, Dutch, German, Hungarian, Italian, Norsk, Romanian, Russian, Swedish, Ukrainian or another European language or dialect	78	8.8%
	Cantonese, Mandarin, or another Chinese language or dialect	64	7.2%
	Bengali, Gujarati, Hindi, Malayalam, Punjabi, Tamil, Urdu or another South Asian language or dialect	48	5.3%
	Prefer not to answer	38	4.3%
	Egyptian, Gulf, Iraqi, Jordan, Lebanon, North African, Palestinian, Syria, or another Arabic dialect	36	4.0%
	Other single mentions	25	2.8%
	Farsi	24	2.7%
	Spanish or another dialect	23	2.6%
	Persian	17	1.9%
	Polish	13	1.4%
	Burmese, Indonesian, Khmer, Malay, Tagalog, Thai, Vietnamese or another Southeast Asian language or dialect	13	1.4%
	Croatian	9	1.0%
	Portuguese	8	.9%
	Japanese, Korean, or another East Asian language or dialect	8	.9%
	Serbian	8	.9%
	Turkish	7	.8%
	Hebrew	6	.7%
	Bulgarian	5	.6%
	Taiwanese	4	.4%
	Greek	2	.2%
	Latvian	2	.2%
	Belarussian	2	.2%
Total		889	119.6%

		Count	Col %
Q11. Do you identify as French-Canadian?	Yes	50	5.7%
	No	830	93.3%
	Prefer not to answer	9	1.0%
Total		889	100.0%

		Cases	Col %
Q12. What is your ethnic and/or cultural origin(s)? Please enter all definitions that apply. [CODED OPEN-END RESPONSES]	Canadian	232	26.1%
	English	115	13.0%
	Other single mentions	83	9.4%
	Scottish	77	8.7%
	Irish	75	8.5%
	Chinese	64	7.2%
	German	59	6.7%
	Italian	54	6.0%
	East Indian	45	5.1%
	French/France	38	4.3%
	Prefer not to answer	36	4.0%
	Jewish	29	3.3%
	British	26	2.9%
	Iranian	22	2.4%
	Polish	21	2.3%
	Ukrainian	21	2.3%
	Dutch	18	2.0%
	Persian	18	2.0%
	American	13	1.4%
	French Canadian	13	1.4%
	Filipino	9	1.0%
	Romanian	9	1.0%
	Greek	8	.9%
	Palestine	8	.9%
	Serbian	8	.9%
	Korean	7	.8%
	Portuguese	7	.8%
	Taiwanese	7	.8%
	Egyptian	7	.8%
	Lebanese	7	.8%
	Hungarian	7	.8%
	Iraqi	7	.8%
	Russian	7	.8%
	Pakistani	7	.8%
	Welsh	7	.8%
	Bulgarian	6	.7%
	Arab	6	.7%
	Turkish	6	.6%
	Mennonite	5	.6%
	Japanese	5	.6%
	Vietnamese	5	.5%
	Croatian	4	.5%

	Latvian	4	.5%
	Spain/Spanish	4	.5%
	Jamaican	4	.5%
	Swiss	4	.5%
	Columbian	4	.5%
	Bangladeshi	4	.4%
	Punjabi	4	.4%
	Sudanese	4	.4%
	Hong Kong	4	.4%
	Belgian	3	.4%
	Finnish	3	.4%
	Lithuanian	3	.4%
	Nigerian	3	.4%
	South African	3	.4%
	Mexican	3	.3%
	Brazilian	3	.3%
	Trinidadian	3	.3%
	Australian	3	.3%
	Bosnian	3	.3%
	Syrian	3	.3%
	Cuban	2	.3%
	Yoruba	2	.3%
	Armenian	2	.2%
	Latin American	2	.2%
	Venezuelan	2	.2%
	Belorussian	1	.1%
	Dislike the question/Question is problematic	1	.1%
	Total	889	144.9%

		Cases	Col %
Q13. What is your religion and/or spiritual affiliation? Select all that apply. [INCLUDING CODED OPEN-END RESPONSES]	Christian	300	33.7%
	No religion	278	31.2%
	Atheist	122	13.8%
	Muslim	51	5.7%
	Prefer not to say	49	5.5%
	Hindu	23	2.5%
	Buddhist	21	2.3%
	Jewish	21	2.3%
	Catholic/Roman Catholic	14	1.5%
	Agnostic	13	1.5%
	Other single mentions	12	1.3%
	Sikh	7	.8%
	Indigenous Spirituality	5	.6%
	Humanist	4	.4%
	Spiritual	3	.4%
	Unitarian	3	.3%
	Pantheism	2	.3%
	Dislike Question	1	.1%
	Total	889	104.4%

		Cases	Col %
Q14. Which of the following best describes your workplace? [INCLUDING CODED OPEN-END RESPONSES]	Architectural practice	608	68.4%
	Sole practitioner—architectural practice	91	10.2%
	Institutional or corporate	51	5.8%
	Government	42	4.7%
	Not currently working	33	3.7%
	Academia	24	2.7%
	Other single mentions	10	1.2%
	Retired	9	1.0%
	Prefer not to answer	8	.9%
	Consultant	4	.4%
	Project Management	3	.3%
	Artist	2	.2%
	Multi-disciplinary	2	.2%
	Part-time/Hybrid	2	.2%
	Designer	1	.2%
Total		889	100.0%

Q15. In answering the following questions, please consider your own personal experiences within your workplace in the last year.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Prefer not to answer	Not applicable
	%	%	%	%	%	%	%
Q15a. At my current or most recent workplace, I feel included.	37.1%	34.2%	11.0%	4.1%	2.1%	.4%	11.2%
Q15b. At my current or most recent workplace, I feel supported.	33.5%	35.8%	10.8%	5.2%	2.7%	.7%	11.4%
Q15c. At my current or most recent workplace, I experience barriers to advancement.	6.7%	12.2%	15.1%	21.3%	26.6%	1.0%	17.1%
Q15d. At my current or most recent workplace, I experience discrimination.	2.4%	7.6%	11.7%	22.7%	40.6%	.9%	14.1%

Q16. Please answer these following last questions about the content of this survey.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Prefer not to answer	Not applicable
	%	%	%	%	%	%	%
Q16a. I am supportive of the collection of demographic data.	30.6%	41.3%	19.9%	3.2%	3.5%	.8%	.8%
Q16b. The questions asked in this survey use appropriate terminology.	20.4%	48.1%	22.4%	3.7%	2.8%	1.3%	1.3%
Q16c. The questions in this survey are relevant to the OAA's mission of serving the public interest through the regulation, support, promotion, and appreciation of architecture	18.8%	36.6%	26.5%	8.0%	7.3%	1.3%	1.5%

		Cases	Col %
Q17. What changes or additional information should the OAA consider as part of the long-term data-collection strategy?	N/A-No Answer	315	54.9%
	Financial information/Salary information	53	9.2%
[CODED OPEN-END RESPONSES]	Other single responses	45	7.8%
	Dislike the question/No need to collect this type of data	40	7.0%
	Explain more clearly why OAA needs this data/How OAA plans to use this data	31	5.5%
	Gender pay-gap/Income equality/Income comparisons	29	5.1%
	More information about one's specific title at place of work.	20	3.5%
	Education levels/Experience	19	3.3%
	Geographical location/General location	17	2.9%
	Discrimination or harassment/Accounts of discrimination, harassment or racism	16	2.9%
	None/Nothing	14	2.4%
	More data on challenges for women E.g., childcare	9	1.6%
	Data on hours worked/ Work-life-balance	8	1.3%
	Diversity within a specific workplace/Size of specific workplace	6	1.0%
	Database of different employers and what it is like to work there/Hiring practices/Anonymous accounts	5	.8%
	Immigration status	5	.8%
	Sharing of information about acceptable language in the workplace/Acceptable Titles	3	.5%
	Relationship status	3	.5%
	More questions about disabilities/Health/Mental Health	3	.5%
	Open access to survey results	2	.4%
	Be more supportive and positive	2	.3%
	Age discrimination data	1	.2%
	Bilingualism should be included	1	.2%
	Information on mentorship programs etc.	1	.2%
Total		573	112.6%

Methods

These are results from an online survey of OAA members from December 7th, 2022 – February 28th, 2023. The OAA distributed an open survey link to members, resulting in 889 completed surveys. The final survey data has been statistically weighted to the proportion of Intern architect and Architect member type (Q1) as per the membership database. The margin of error for a sample of this size is +/- 2.9%, 19 times out of 20.

Strategic Communications Inc. (Stratcom) is a full-service opinion research and communications firm with offices in Toronto, Vancouver, Ottawa, Edmonton, and London UK. We have been providing strategic, political and public affairs polling and focus groups since 1991. Stratcom has been the official pollster to 24 Hours newspaper in Vancouver, and its research has been recognized in the Wall Street Journal, Maclean's Magazine, the Globe and Mail, and other national and regional publications.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

- Annual Salary/ income from practicing architecture. - frequency and type of involvement in charity or pro-bono ventures

- ask about previous instances of discrimination - asks questions to clarify why there was discrimination - ask feedback about how to improve the institution of architecture as a whole - ask about witnessed discrimination - ask about working hours, overtime, compensation, benefits - ask why people left architecture or open their own practice - ask for opinions on the intern architect program and schooling, whether the structure is discriminatory against certain people (ie specifically women wanting to have children)

- Internationally trained architects and years of experience outside of Canada

- Transparency in wages and benefits across varied demographics. - Questions pertaining to people about the decision to have children and the challenges they might face regarding said decision in regards to their career. - Discrimination happens outside of the workplace as well - this survey only asked about the current place of employment.

" they will not be judged by the colour of their skin but the content of their character" Martin Luther king . This survey is not warranted and is in fact divisive. .

1. Change parameters of inclusion if a person is not a licensed architect or technologist. 2. The Technologist program is hard to access for everyone. Too much red tape. 3. There should be minimum entry salary level. New immigrants are exploited since its not regulated. 4. More education about colour, race and sexual equality is required across the board especially in older firms and architects.

1. Economic Data - There is likely a greater corelation between economic status of persons entering academic studies for architecture than Social Data. 2. Where the data is leading and what will you do with it - as an example if you find one or more group is highly represented other than say white males. Hopefully you would not want to <discourage/ballance> (fill in what you want in the parenthesis..just my verbs) the number of intelligent, hard working asian females, left handed, of any orientation from entering the professtion based on principals? (Just one random possible example)

1. Questions on current employment 2. salaries

1. Should have rules to prevent firms from asking more than 1 year experience when hiring an intern architect. Some require 5 years which is ridiculous. Pay people properly! 2. Should have multiple ways to be registered as intern architects at OAA. This is not fair to international students with no local experience or connections.

A person's position of authority in a firm would seem relevant to how included/supported they feel.

A question such as; How if ever has your practice of architecture been affected, compromised or enhanced by your age, ethnic background or gender?

Ability and time to transfer to OAA Membership from previous country or origin jurisdiction.

Adding just an Asian category for race question

Advancement and salary information related to gender and parental/maternity experience (i.e. Whether a member has paused their career and/or OAA membership as part of parental responsibilities) in order to identify barriers to career progression as a result of carrying/raising children.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Although I support the mission of improving equity through data collection, I think a lot of the data collected in this survey is related to the current trends of improving equity for people of all races and sexualities. While this is great, I think there are still SO MANY equity issues related to women, women with families, and maternity leave policies that still need to be reviewed and changed so that women who have worked hard to become registered Architects actually stay in the field. The OAA does not have the best policies for applying for and being awarded maternity leave, and leaves many frustrated. There is also not a lot of support for women with families in the field of architecture, and many women are driven out of the field, or passed over for promotions, by the demands of the profession far exceeding what is reasonable or appropriate. In my own group of friends in Architecture, this has led to many either not getting registered, or to change professions even after registration. Keeping and supporting women in Architecture should be a focus of data collection and policy changes in future.

Are we certain that data on "inclusiveness" is the most important for the OAA? Political correctness pressure notwithstanding. Isn't data that would inform OAA about their members opinion on Association role in: advocacy, client education, procurement improvement, regulations etc. more important?

As a Jewish person, I am always upset that you and similar groups just say I am white. This is an inaccurate statement. Clearly there is prejudice by some against Jews that is not associated with most other white people groupings.

As a long time member I'd be interested in more specific approaches to confronting inclusivity AND addressing the 400 years of Euro centric colonialism. Seems to me we should start with where we live, the damage we've done, how to make the GTA more liveable and civil, fight the idiotic greenbelt development along with a new highway to bring even more cars to the city core. My point is the OAA can jump in anywhere and in beginning affirmative communal action make room for everyone - white, black straight or queer. Our problems are monumental. The travel times of single drivers of oversized SUV's is the very last on the list. In fact the first thing to do is take that concern off the list.

As an owner of a practice, the questions regarding support, inclusion, etc. don't apply. For owners, a re-direct to a separate set of questions regarding make-up of personnel of their business and range of diversity/age/gender. For example there are many firms that hire technologists and construction/project managers that are not members of OAA. I know this is a data collection, but it would be interesting to know how many people feel like their firm would accommodate them if they had a family issues or if they were to inform their boss of a mental illness of if a person with a disability/family responsibility has had their firm had accommodate them.

Ask about role in the company or practice. For example as a principal my experience will be different than as a senior employee

Ask about socio-economic / class background

Ask members to select to which Society they belong to, so data can be extrapolated per society, and results shared with those to better serve their members.

Asking more relevant questions.

Assess level of seniority within an architectural firm against gender, ethnicity, sexual orientation or disability

At this point in time, nothing comes immediately to mind.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Before collecting data, decide what purpose this will serve. The questions in this survey have no relevance to the regulations governing the profession, yet the second to last question mentions regulations. I strongly agree that diversity, inclusion and equity must be promoted to make the profession and society better. Diversity, inclusion and equity are best developed through Practice Bulletins and ConEd offerings, not through the regulatory side of the OAA. Regulations should remain neutral to all and that is what supports diversity, inclusion and equity. Thank You.

Better pay

Better pay for Intern Architects and architects. We are overworked and underpaid

Canadian experience vs international experiences. Relevant certifications. Career support.

Can't think of anything

Certain questions are pertinent to those with a retired status, but given the question(s) were for present day, they could not be answered without using n/a.

Check with the registrar re consistent use of "member", "status", "affiliate" in the survey and in the email invitation. Their use is inconsistent with overall messaging.

Collect data that will move the architecture industry forward. Focus on architecture rather than identity politics. There are no systematic barriers in place in 2023. Let people decide what careers they would like to get into. Architects in the oaa pay high fees, it would be nice if the fees went towards supporting better business and architecture.

Consider collecting information on exposure, experience and engagement with the architecture profession in elementary school and secondary school. I.e. why did you choose to go into this field? My guess is that the reason why some groups of people are less represented in the profession is not due to active discrimination but rather to lack of exposure as to what a career in architecture looks like. Who better to solve the indigenous housing issues on reserves and in the arctic than the people that come from these regions?! What can we do to engage these people from a young age? Look at "Students on Ice" to engage these communities in science and culture professions. Can architects provide similar opportunities?

Consider general locations that members reside in Ontario, where they received their academic education (domestic or international), work-life models (hybrid, remote, in person)

Consider what to do with the information provided. We know the profession is dominated by white, cis, heterosexual men since time immemorial but what are you going to do to increase diversity in the profession. This is especially valid at the licensed architect level.

continue to add Continuing Education classes on this subject.

Could be accommodation provided at work place for people with different backgrounds and/or needs such as, accessibility, or cultural events that are not part of the public holidays in Canada . Thank you!

Councilors with specific agendas are able to hide behind the anonymity of "Council". I am not concerned about data collection but about what council intends to do with the data and how it will be used to further personal agendas.

Data on foreign trained architects

Delete sexual orientation. Irrelevant to the practice of architecture.

Demographic surveys can lead to an environment of segregation, as they create categories based on personal characteristics. This can be seen as a form of "othering", as it reinforces a sense of difference between "us" and "them" and can lead to the mistreatment of certain groups. It is important to respect and treat all individuals as equals in the field of architecture, rather than relying on demographic surveys to promote initiatives for equity, diversity, and inclusion. Surveys like this can lead to tokenization of certain identities, creating an atmosphere of competition rather than cooperation rather than respect and love for all.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Did we ever, in our past architectural workplace experience, feel unsupported, discriminated against, etc. Have we noticed any changes in the EDI environment in architectural practices over our work time?

Didn't include strait as a sexual orientation

Discrimination and gender bias in OAA Licensure process. The licensing system, in my opinion, is designed to favour men. It is very difficult for women to have access to the experience required for licensure and for women caregivers the time demands for licensure are beyond what is possible. For example I had to wait 10 years for my children to become teenagers before I could even attempt licensure. The licensure process has a systemic biased and discriminatory system for immigrants / foreign trained architects. There is a huge language barrier in the process and limited opportunities for foreign tribes professionals to complete experience related licensure requirements.

Diversity of authority figures in their place of work

Do not perpetuate discrimination by continuing to encourage people to identify themselves along the lines of categories, such as the ones in this survey. Do not conduct these surveys.

do we experience or perceive reverse discrimination by the public, government or our profession. Reverse discrimination is still discrimination.

Do you feel represented within the association through inclusive and appropriate use of language.

-do you make use of Privacy Enhancing Technologies -do you have specific support and education programs

Economic data would be interesting to understand as it relates to gender, age and race. I think there are a lot of barriers to advance in the architectural profession for minorities, understanding the socio-economic ties may allow us to better understand how we can promote equality through equal pay and advancement in the workplace.

Education and Experience. How long are individuals holding a position or title. How many places of work has the individual been a part of.

Education level, household income, level of job security

Employed on not employed, Level of income, Level of education, Productivity and success rate in performing architectural services, Hours of volunteer work in promoting architecture per month or year,

Employer concerns, not just employee

Equal pay for equal work done by women in a "man's" world both in business setting and on construction sites

Est-ce que nous partageons l'intérêt ou l'enthousiasme que nous éprouvons pour l'architecture avec notre entourage ? Si oui de quelle façon?

Experience Area of practice Teaching experience

Experiences in one's past workplace and other professional settings could also be included as part of the survey. Time might have changed but certain experiences and how each past incident was dealt with, could help to put things in better perspective and understand how much more still needs to be done.

-Explain briefly in the survey questions what would be the use of the collected information. -Do actions upon collecting the information, and then communicate those actions with the community and connect the communicated actions with the collected data to encourage future participation in data collection.

Explain in more depth how this information will be utilized

family structure (ie. married, single parent family) salary specific activities that a person's workplace has undertaken to improve diversity, equity, inclusion. And whether the OAA member has taken part in these

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Financial security. A significant impact on inclusion within this profession is the ability to educate oneself and make a living. If one comes to the profession with a financial backing, is able to survive in this profession because they are being funded partially (spouse, parent, etc.) or making a reasonable, supportable income. How does this metric relate the satisfaction of the type of work they are doing within the umbrella of architecture. How is the OAA and the other architectural governing bodies in Canada supporting possibilities of growth into the profession for those that need to make a living to participate.

Focus more on professional experience / data rather than personal information / data.

Focus more on topics that reflect our legal obligation (structural integrity, sustainability, ethics etc) to society and less about gender, inclusion and equity within the profession.

Focus on Architectural Practice, per the Architect's Act. Given: Treat everyone with respect and dignity regardless of appearance or affiliation. Collecting 'data' simply changes the way bias is applied. Any conclusions inferred from 'data' is inherently biased. Professional practice should not require the disclosure of personal information.

Focus on income inequality. What is an acceptable wage for an architect? Why is there so much pay disparity? Collect information about political leanings to assess impact of corporate-capitalist propaganda that keeps workers all across the world divided instead of united in common goal of collective struggle.

for OAA to openly admit that is a bureaucratic agency with zero genuine interest in career well-being of an average architect and to stop this charade of inclusivity.

Free distribution of salary survey of similar sized firms

French speaking requirements in government is a road block to career advancement. We need an advocate to help us with this barrier.

Gathering information about the geography of where people live and the homes they're living in would be important. For example, do most people live in detached single family homes, downtown condos or apartments. How many people can afford housing in Ontario with the wages as architects? How many people come from families with a history of higher level education? The OAA should gather information about how accessible architecture is to the increasing population of Ontario.

generic terms like south asian and south-east asians are am ambiguous. chinese and indian should be separate category .

Geographic region.

Geographical information, I.e. Commute times.

Have you experience sexual harassment in your workplace in the past year?

How does the makeup of architectural practices compare with the demographics of the Province? How does the makeup of architectural schools compare with Provincial demographics, especially with respect to age diversity?

How is the OAA using this information? With three years of data what trends, changes, goals does the OAA recommend and what is the plan to a action change?

How many females graduate, how many write exams and go on to get their license. How long does it take females vs. males before they write an exam.

How many projects one works on each year

how many women in architecture who have to provide childcare there, if anyone is contemplating a career change and why

How many years before retirement

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

How the result helping who involved in the industry? It seems more separated people into groups than help all to gather them into one united groups of people. Behave like a human with another person is not related to their nations or religion or sexual orientation. It come from heart to heart. Your questions can be revised more to humanity and feeling questions rather than find how many people are in each groups. In this way people will be separated from each other and belong to 1 or 2 groups

How this survey will help to improve our profession and is it relevant to the profession at all?

I am fine with what is going on now.

I am not sure why French Canadian was separated in a category like indigenous or being identified equally to a minority group? maybe it would also be beneficial to ask about what the barriers are? language, work culture, family, financial barriers?

I am the firm owner so the question about my experience in a most recent firm does not really apply

I do not see anything beneficial by this data collection strategy, nor being needed to the practice of architecture.

I don't know

I don't see how the questions asked in this survey advance the profession of architecture. Why does it matter to the general public what an architect's sexual preference is, or religion is or not, or what my race is, or if I want to identify as something, other than what I came out of my mother's womb as. As a member of a profession that had to meet rigorous education and work experience I am proud of being just an Architect, and that's how I believe we should identify ourselves as. Get out of politics and concentrate on the profession, as survey's such as this is demeaning..

I don't think there are any changes or additional information to add to what's already has been achieved. I appreciate all the work that has been done. Thanks

I feel like most of the information regarding gender, sexual orientation, race and religion collected in this survey does not concern the organization. Instead we should be asking more questions about about how the organization is doing in terms of inclusion and find where improvement will can be made. No point asking what gender or age we are year over year as these demographics are outside of the organizations control.

I find it odd asking for race, religion or sexual orientation. Don't see any benefit in the OAA knowing that information.

i have no idea but I just keep to practice on my career as self guided independent practice as an Architect. and find my client. I have already met many diferent people are happy with my service as an Architect and they like so much about my work that I present to them. Such as concepts, sketch, consultations and others. I just keep to cintinue because this is my big oportunity to get a project and have my good design approach with them rather than to find a company or a consulting firm.

I have nothing to add.

I have worked in several firms and have experienced discrimination at all of them. Mostly by older white male partners. I have even experience barriers with seeking help at the OAA. I warn all POC and woman to prepare themselves when this enter this profession and encourage them to seek other professions and this one is incredibly toxic. I regret "sucking it out" thinking things would change.

I honestly don't think this information should matter much. If people are good at their job it shouldn't matter how they identify because identity shouldn't have any bearing on behavior and decision making

I look forward to a time when the collection of demographic data will no longer be required to assess the success of equality in the workplace

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

I may not understand the purpose of this survey so these points might not necessarily apply: - salary / earnings - vacation time / sabbatical - provincial vs. national vs. international work. Are we as a Canadian industry valuable at an international scale? We are all aware of the international firms that do work in Ontario, what is our influence on other countries? - opportunity to travel for work? - is your heritage/ language a selling feature for firms? - do you respect your superiors / vice versa. - office culture - what has been the major change pre pandemic and post pandemic.

I note geographic designations such as south asian are used but european, or even slavic european, or scandinavian, (for example) are not. Tsk Tsk A bit short of a complete analysis.

I run my own practice, so some of these questions regarding workplace do not really apply.

I think including data about income is also important.

I think the OAA should consider whether its members might have undiagnosed learning challenges.

I think the survey is good but it is not relevant to architecture in itself

I think there should a demographic survey for pay scale for different architectural positions. This gives an idea where we stand as a profession in comparison to others. Further, I had suggestion with regards to printed license which we receive via email after completing all the licensing requirements. I feel the current license which receive are not as good as the older ones with red rubber stamps and other distinguish features it had. They were better in appearance and size. Felt like we earned something. I had a chance to look at them in my workplace. The current license looks more like a normal certificate. We commit so much of our time and resources to become a license architect. I personally feel that needs to be reflected in our license as well. Thanks!

I think you need to separate discrimination experiences between management and colleagues. Each section needs different policy solutions.

I would like to be better informed regarding how the OAA intends to use this data.

I would like to know how OAA proposes to use this data for the advancement of equality in the practice?

I would like to suggest changing „White” to „European origin”

I would love the ability to self identify so that we can meet others with similar identities.

I wouldn't do this study too frequently.

I'd like to know how many interns or practicing architects (other than owners) are working too many hours for no compensation, ie, on a fixed salary but staying late every night without being paid and without time in lieu.

Identify the key avenues for advancing ethics in the architectural workplace, and then ask respondents to identify those avenues where significant steps were taken in the preceding year.

If you wish to collect data, you should be more transparent about the reason and how it will be used. Let members know beforehand. The OAA should not be a top down organization but member led.

Immigrants. It was an uphill battle to become an OAA member and get my foreign experienced valued and accepted. Most of my immigrant friends have given up on becoming a member and continue to practice the profession without being recognized.

Immigration status. Were you born and educated in Canada or did you obtain your education outside the country.

impact of parenthood on interns and architects

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

In my opinion the staff and council at the OAA should revisit where they are investing their energies and the membership's finances. Your focus should be on advocacy and support of the profession of architecture. I appreciate that we are collectively experiencing a moment in which it seems necessary to virtue signal around ideas of activism and identity politics. I am confident, and you should be too, that our dedication to our professional ethics is sufficient to serve this need.

Include merit based questions - It is all well and good to ask about sex, race, religion but what really pushes the profession forward is our individual and collective ability no matter sex, race or religion. Those who are best qualified and perform best are those that should advance within the work environment and the profession, not because they are this particular sex, race, or religion. In fact the most striking aspect of the most qualified members of our profession is that sexism, racism and religious persecution are not even considerations - the best naturally celebrate diversity, are naturally inclusive, give their coworkers an equal hearing - that is what it takes merit working in the profession. I would venture to guess that the vast majority of all sexes, races, and religions would agree with this sentiment. The minority that don't agree would be those that are unqualified.

Include salary survey so we can get paid better as architects

Income

Income Overtime- paid or unpaid Vacation time Sick days Location

Income, architectural salary, work hours/week to understand people's work-life balance

Income. Average Hrs/week. Paid overtime or not. Client type (private vs public). Whether or not the OAA is supporting its members. What are the barriers to advancement. What should OAA focus on (or more on).

Information about ongoing equity training within a workplace. Separately, whether or not that training is administered by someone from an equity-seeking group.

International Experience, Income/salary as an intern architect, which technology is in use at workplace(BIM, etc.), which technology would one prefer to use, which contract type is employed at work, what benefits are included in employment as an intern, are there secondary sources of income when employed as an intern architect

Investigating female roles of leadership (i.e. partner firm architects) and cross referencing with those who have children. There is a current gap in female leadership due to barriers associated with childcare.

It all depends on how the data is used, I believe data collection is an important tool to understand and reinterpret policy to benefit BIPOC architects/intern architects/students. There is definitely structural racism within a conservative industry like architecture and the OAA has to ensure all OAA BIPOC members are treated equally.

It may be helpful to include definitions of some terms so that there is a common understanding of how they are being used in each context: eg. Included, discrimination, etc

It may be useful to know who is working as a sole proprietor because it's likely a reason quite a few people, such as myself, would select 'not applicable' when it comes certain questions regarding the workplace (like feeling included). In this case, if there were a second question perhaps regarding how people feel out on job sites, communicating with clients, municipalities, etc.

It might be worth considering participants' relationship status: to get an idea of whether they can be in a relationship, with the demands of this profession.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

it's interesting that "white" and "south asian" are both refering to race, when one is clearly a geographical designation - you can have white people who are decidedly from south asia. your survey includes the same unconscious bias that perpetuates inequality and the extreme divisive rethoric that's tearing the world apart. which is kind of inevitable given the origins, make up and the core values of the architectural field in canada - you still think and behave like a white dude, who came up with all this racial nonsense to begin with.

Leading questions tell you what you want to know w/o considering other narratives or points of view.

Less Toronto centric/scewed. If data can be broken down by region/local associations, that would be helpful.

Level of Education

Living and financial status/ situation.

Location, northern Ontario or southern Ontario, etc

Make sure that data collection does not go further than required by the provincial regulations. Self described scope of political correctness should not be motivated by ambitions to be at the leading edge.

Marital status and family size.

Maternity and paternity leave information collection; Con Ed hours

Maybe more questions or specificity when it comes to what being 'supported' means in the workplace.

Maybe the health issues? Since the society is rapidly aging and this includes the OAA members as well...

Maybe there's a way to ask if participants feel others in their workplace are hitting barriers to advancement, being discriminated against, being included. This would be a duplication of 1st person and 2nd person perspectives, but interesting to see what the perception of others, VS. perception of self comes up with? Not sure, depends what you're doing with this survey data and if that helps.

Member satisfaction with the field of architecture.

Mental health is an essential issue in architecture. It would be good to have questions related to mental health experience. Also, the question about discrimination in the workplace needs expansion. Gender/ race/ cultural background/ etc. And, the position of individuals based on their experience. There was also no question about the educational degree!

More support for mental health in the architecture community

More transparent salary data - not just for employers but for employees as well.

My Practice is 30 years old and my two children are in their 30's and both architects working for my practice. It would be interesting to know this type of generational information with other practices.

My understanding is that people who identify as Latin origin prefer to NOT use the term "Latinx" and instead prefer the term "Latine" to describe a person of Latin origin without specifying gender.

N/A

n/a

na

No changes

no comment

No comments

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

No one really cares about your gender or lack thereof. I keep seeing references to the rainbow of genders and frankly I don't care. Never have really. So you want to pee standing up, do it. Want to pee sitting, do it. Want to pee in the men's room, have at it and vice versa. No one cares. No one cares what you wear, what your interests are, or anything else. The whole hooplah over this gender nonsense is two fold: 1. a few ignorant people make a scene about bathrooms and seeing someone they didn't like in a restroom, and those ignorant folks want attention 2. a few other narcissistic people want attention, and they want everyone to know they should be allowed to be non binary or whatever bathroom they want. In both cases, it's a minority of people stirring up shit and want attention. I don't care about your gender. Keep it to yourself. If I make a mistake on your pronoun it's an accident. Let me know and I'll call you whatever you want. Most people will. Get over yourself.

None

none

None at this time.

Not sure if gender and religion is relevant at all. OAA should instead on increasing pay in the industry.

not sure if it is relevant - but noting where these people are practicing! holding status with the oak does not necessarily mean practicing in Ontario at the present time

OAA also should conduct data when a person becomes affiliated with OAA. This will tell if the change in demographics earlier on.

OAA need to consider where the person grew up, and the education that person was exposed to. asking about race and ethnicity does not provide the full picture. for example: the challenges of a new immigrant with heavy English accent is very different from a person from same ethnicity who grew up in Canada. also, in one of the questions there was a list of racial backgrounds... for example: white, middle east etc. this question is not clear. what does white mean? English White or Russian White or Middle Eastern White or Italian White? A lot of middle eastern consider themselves white because of the colour of their skin, but that question clearly categorizes them differently. clarity on the definition of "white" need to be provided.

OAA should not be political.

OAA should not inquire about private sex in the bedroom. How is this relevant for the profession? One way to discriminate in the workplace is to speak in the office in a different language , other than official Canadian languages, English or French. 20 years ago, this was not allowed and the work environment was inclusive and equal to all within office walls. Now small groups associate in speaking other languages in offices, bullying and socially isolating those that cannot understand them, creating a toxic workplace for others. You should add questions about the languages spoken within offices and teams.

OAA should try and gather percentages of people (ethnic and minorities) in management role in architectural practices.

Overall satisfaction with the industry's financial benefits and overall work experience/opportunities and work/life balance

PAID EQUITY BETWEEN GENDER IN OFFICES. GENDER RATIO IN ARCHITECTURAL PRACTICE.

Parental leave related questions should be ask, for example: Do you believe that OAA fees should still be paid while not working for the year while being on Parental leave

Pay scale for architecture vs. other licensed professions.

pay scales, many practices are getting more work done, paying less at the same time not helping in getting the hours looged in.

People are people. Insisting on differentiation only encourages discrimination

percentage of women in the field, correlation of age of licensure and age of getting married and having kids

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Personal Earnings / number of hours worked per annum / status within organization would be useful data points perhaps as comparators to the various attributes captured by the survey. Also - the survey does not capture the various staff that are not connected to the OAA - for example technologists.

place of residence or movement across Ontario

Place of residency.

Place of study (in province, out of province, out of country etc.)

Please be more specific about the privacy of these data and who has access to the granular details.

Please gather and share information on compensation for transparency, fairness, and in order to combat gender- and race-based pay gaps.

Please support architects and intern architects. Too many times firms employ staff that do not hold any professional status for certain financial assumptions. This puts the profession at risk in the sense that professionals are not supported to advance.

Political positions and opinions on local and international issues

Position title

Possibly country where received architectural education

Practical education and experience in Architecture and the world community.

Presently I believe it is fine.

Probably what type of practice they are in.

produce an annual report showing salaries based on demographic age and ethnicity.

Protection of members private health records and health decisions.

questions about sexual orientation are too intrusive.

Questions regarding goals/anticipated career path and realization (or not) of those goals would be worthwhile. Questions regarding the availability of career mentoring/guidance would be worthwhile as well. There is a need for guidance and mentoring at all stages of one's career.

Questions seemed reasonable.

Range of architectural practices

Reciprocity Requirements

Recognize that bias is implicit in questions and data collected. While individuals may support and be indeed making changes to ward more equity, our professional associations may be stepping outside their mandate under the Architect's Act in promoting these policies.

Remuneration data is critical. This should be collected and published to create a fair working environment. Our industry is not very well remunerated to begin with and almost everyone has to hustle on the side to make ends meet. Strongly request OAA to consider ways of bringing this issue to light, with possible solutions.

require some basic mandatory data for all members; this survey is optional so only partially representative. collect (mandatory) data on employment including basic info such as: role in firm (owner/partner, senior, intermediate, junior architect or licensed tech; intern/intern tech; other; number of hours worked in avg week; annual salary (exclusive of bonus/benefits); picklist of benefits provided by employer. This will give a sense of health of the profession and provide information for each member that can, over time, be aggregated to form trends and inform equity around issues such as unpaid employment, unpaid time, etc.

Salary

salary effective working hours company's ownership structure predominant client sector

Salary Exposure to all phases of architecture

Salary and working conditions

Salary comparisons for women vs men in similar job situations and how can the OAA help shift the disparity.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Salary data, fee data

Salary for equity evaluation

Salary in relation to race and gender.

Salary information to gauge if everyone is compensated appropriately compared to similar peers.

Salary information Practice location, typology specialization etc Role details - PM, Principal etc Education type and location

Salary range

salary range was there an increase when status changed to registered architect

Salary Range to determine extent of gender/race pay gap

Salary related questions to see the salary disparity between the male vs female architects

salary survey

Salary to gender / nationality comparisons. Why is it that immigrants / females / gender identified individuals are often not paid equally as, say white male professionals.

Salary transparency

Salary transparency including information in benefits/parental leave/overtime/etc.

Salary transparency is a proven tool to improve various pay disparities. It would be interesting to understand how various demographics may or may not correlate with compensation. i.e. add a general question with overall compensation brackets. It would also be interesting to understand how various demographics hold power within the industry - i.e. add a general question with job titles of various degrees (could be vague - junior - intermediate - project manager - associate - partner - owner, kind of thing).

salary with regard position, orientation, gender

-salary/compensation surveys which would help empower demographic groups -more specifics on employment (level, role, ownership, public sector, allied industries, etc.) -compare to demographics of schools (who is staying vs leaving) -prior education /Canada vs abroad

See stats on how many interns by gender vs how many are licensed

SEXUAL HARASSMENT IN THE WORKPLACE

Sexuality/Identity and other related intersectional-type questions are foolish and dangerous. Please stop.

Size of firm

Some of the categories are far too broad. As someone who identifies as "White" I feel this definition captures a very broad spectrum of identity. There are definitely degrees of "whiteness", something which I had direct experience of in my early days in practice. Being "white" of southern European origin and of working class background was very different than being "white", "old stock" WASP with generational wealth and potential client connections. In general I would say that the differences of Class are ignored in these broad ethnic categorizations. This is likely true for other categories as well but I can only speak to my own experience.

Some of the data you are collecting is insulting and can be considered discrimination. If you are bringing in people of other cultures for the sake of appearance you are doing everyone a disservice.

Some of us come from a less fortunate background and it's a bit harder to get a head start in this field because we grow up supporting ourselves and then putting in extra time to develop our career. Through personal experience I find architectural studies / environments still has this posh mentality and expectations where people who come from less fortunate backgrounds and other countries don't see eye to eye.

Specific demographic/equity issues related to women only.

Stop being racists obsessed with identity politics and get on with governing the profession. This is one more institution captured by semi-religious dogma. Keep it up and the OAA will fail in its mission.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Stop focusing on social engineering the profession for modern sensibilities and focus on how our profession can be more valuable in future markets. We as individuals are working hard in the real world, we couldn't care less about "social equity" and wokeness. Thanks!

Suggest adding questions about barriers to advancement

Survey seemed appropriate but as a very aged member, I may be out of touch

That sexual orientation and gender are the same thing. This is true through the Word of our Lord, Jesus Christ.

The association should not waste our dues or our time on efforts like this.

The current data collection is satisfactory

The data collected is useful to establish inclusive architectural firms. The data does nothing to promote appreciation of architecture as asked in the final question

The designation of Intern Architect status needs to be changed to Graduate Architect. The term "Intern" is outdated and offensive to the accomplished schooling that has been achieved.

The information in this survey should not be collected by the OAA.

The information related more to the professional (architecture) questions. OAA must to know what is the pulse of the architecture community. I do not understand what matters "sexual orientation" for an organization that regulate a professionals.

The OAA has no business asking the "race", sexual orientation or Gender identity of its members. These are questions that are used to segregate people into crude arbitrary categories, discriminate against them, or are of a personal nature not relevant to the administration of a professional regulatory body backed by the power of the state.

The OAA seems to be focusing on matters that are less about moving the profession forward and development of the membership. The council and administrative team needs to look harder at its aims and governance over the next period.

The OAA should stop collecting data on race and disability.

the OAA's doing a great job but maybe philosophical or value orientation???

The payment is it enough to fulfil the life needs ? Is it a work life balance job ?

The questions asking about discrimination in the current workplace - the question should be asked about previous places of employment as individuals would probably prefer to move on. This isn't going to give you the full picture of if people have experienced discrimination

the stats for work shared with the likes of technologists, designers and P.Eng for permit related and design services...

There is no need for data collection. Discrimination can not be eliminated with forced courses and data analysis. It only creates a clean surface under which new forms of discrimination will emerge.

There should be a definition of Métis to refer to at that particular question.

They should include income and access to proposal/job opportunities if owning a practice.

This survey is completely racist, sexist and is therefore criminally illegal in nature. The OAA also has no right or mandate to even venture into the territory of these types of surveys nor to collect this type of information. In the misguided interest of equity, not equality, the OAA has way over-stepped its bounds.

To support employees in their life Ask question how much over time they do and if they get paid. Insurance support for cars! Life insurance, short term disabilities insurance. Vacation per year and many other questions to help/ support the employees in this industry.

What changes or additional information should the OAA consider as part of the long-term data-collection strategy?

Understanding the roles for various groups - in particular, how many women are partners in firms for example. Are women paid equal wages as their male counterparts? How long does it take for women to become registered as compared to men?

Wages - particularly for early-career individuals, women, and people of colour. Underpins quality of life.

We need information about the following; - environmental sustainability - heritage inclusivity - wholistic design and planning that integrates, utility, space programming, urban context, intensification opportunities

We should review the salaries/compensation

What are the advancement barriers that folks are facing?

What difference does a person's race, religion or gender have to do with the practice of architecture if qualifications are equal? In our office, women are generally treated with softer administrative measures versus men. We have a broad ethnic, religious employee base of 10-15 people

What kind of support is offered

What language do you normally speak in your work place; and at home?

What were the outcomes of discrimination incidents reported to management? Salary and seniority data to understand the correlation with race, religion, sexual orientation, and disability. It's likely you won't like what you see.

Whether the practitioner has been well supported in professional development at their place of work by their employer Questions about work-life balance experience by practitioners. Questions about mental health w.r.t. challenges of the profession. (Stress, Anxiety etc)

Work hours/conditions.

Work hours/week requirement vs dedication and the flexibility of the requirement

Workplace conditions, labour rights, pay. Social class (background, mobility): rich kids sadly still have an advantage. Crisis of legitimacy, power, fees (architects have been outmaneuvered and have less agency than other AEC players). Track and evaluate IAP progress to find more equitable and flexible paths to licensure. The current model (and fee structure) privileges a direct, linear and narrow approach, which may not work for many and thus limits diversity and depth of experience within the profession: it would be good to understand this better.

You should ask reasonable questions if we have experienced any kind of discrimination when in contact with any level of government or other public institution, or even general public.

Memorandum

To: Council

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 4.3

From: Kristi Doyle, Executive Director

Date: April 17, 2023

Subject: Engineers, Architects & Building Officials (EABO) – Required Occupancy Documents

Objective: For Council to consider endorsement of the Required Occupancy Documents checklist as an industry standard.

The OAA is a participant of the Engineers, Architects & Building Officials (EABO) which is a joint liaison group established with the mandate to address common positions and establish and support industry standards/practices related to the execution and delivery of design and construction work related to the building industry. EABO has direct support of each of its organizations Council/Board through their member representatives. The OAA is represented by the President and Executive Director. Each organization endorses, supports, and communicates common positions, industry recognized standards, and best practices to their respective memberships.

One of EABO's three key strategic focuses is the development of industry best practices through the standardization of forms. One of those forms is a checklist for required occupancy documents and is attached for consideration. The EABO draft document has also been reviewed by OAA's Practice Advisory Services Staff team and the Practice Resource Committee.

In order for the standard form to hold some weight in terms of its use as an industry recognized form, each of EABO's respective organizations are being asked to endorse it. Once complete, each organization will be expected to communicate the new form to the membership and to recognize its use as an industry standard document.



Action

Council is asked to consider the following motion:

It was moved by... and seconded by...that Council approve the Engineers, Architects and Building Officials (EABO) checklist for Required Occupancy Documents; and, that the document be shared as an approved industry standard with the membership.

Attachments

EABO – Required Occupancy Documents Checklist



Required Occupancy Documents

Building Permit Number

Address

Documents (CBO/Inspector confirms if Required, Applicant confirms if Provided)	Required N/A	Provided
Final Site Review Report/Occupancy Letters (Consultants):		
Site Servicing/Civil	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Geotechnical Engineer	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Soils Engineer (Radon)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Architectural	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Structural Engineer	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Mech. Engineer (HVAC)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Mech. Engineer (Sprinkler and Standpipe)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Mech. Engineer (Plumbing)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Electrical Engineer (Fire Alarm, Emergency Power/Lighting)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
HVAC/Plumbing/Commercial Cooking Systems (Consultants):		
* Tests and reports shall be reviewed by the consultants; Smoke test and balloon test to be witnessed by Municipal Inspector		
Start-up and commissioning report for HVAC equipment	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Air balancing report	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Backflow prevention & chlorinization test certificates	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Backflow prevention device tags	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Certificate (letter) for Kitchen hood ventilation and suppression per NFPA 96	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Septic approval and well water test certificate	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Sprinklers/Hydrants/Standpipe Systems (Consultants):		
* Flow test for standpipe system to be witnessed by Municipal Inspector		
Material and Test Certificates for below ground sprinkler piping	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Material and Test Certificates for above ground sprinkler piping	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Manufacturer's fire pump shop test and results of a field acceptance test, per NFPA 20	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Hydrant flow test as per NFPA 291	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Material and Test Certificates for below ground standpipe systems	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Material and Test Certificates for above ground standpipe systems	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Fire Alarm/Emergency Power Systems/Fire and Life Safety Systems (Consultants):		
* System tests to be witnessed by Municipal Inspector		
Fire alarm verification report as per CAN/ULC-S536 and CAN/ULC-S537 (with Audibility, Zone, Stages, and Device/Specs Report; Last Occupancy/Construction complete)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
ULC monitoring certificate as per CAN/ULC-S561	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Commissioning and integration report as per CAN/ULC S-1001	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Fire Safety Plan (<input type="checkbox"/> Submit to TB & TFS per OFC section 2.82)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>

General Approvals:		
Seismic Systems Commissioning	<input type="checkbox"/>	<input type="checkbox"/>
Roof Anchor Install	<input type="checkbox"/>	<input type="checkbox"/>
Alternative Solutions	<input type="checkbox"/>	<input type="checkbox"/>
Generator, Fire Access Route	<input type="checkbox"/>	<input type="checkbox"/>
Green Roof Checklist	<input type="checkbox"/>	<input type="checkbox"/>
Glass Guard Load Test	<input type="checkbox"/>	<input type="checkbox"/>
Outside Agency Approvals:		
TSSA - Inspection acceptance certificate for elevating devices	<input type="checkbox"/>	<input type="checkbox"/>
Natural Gas Authority - Inspection acceptance for gas appliances	<input type="checkbox"/>	<input type="checkbox"/>
ESA Electrical Safety Authority - Inspection acceptance	<input type="checkbox"/>	<input type="checkbox"/>
Ministry of Health approval (x-ray, Childcare, Long Term Care facility)	<input type="checkbox"/>	<input type="checkbox"/>
Other Documents:		
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
<p>Note:</p> <ol style="list-style-type: none"> 1. Applicant shall notify the CBO or designate inspector once the project is ready for the Occupancy Inspection. 2. Consult with the inspector upon request for the 'Required' documents that apply to the project. <p>Applicant shall complete this form with the relevant approval documents, and submit prior inspection.</p> <p>This list does not limit the municipality's right to request further doc. under 18(1) of the Building Code Act.</p> <p>Notice of completion must be submitted prior to occupying the newly constructed space or part of, once all applicable inspectors pass occupancy inspections an occupancy permit will be issued under the appropriate Article of Division C. (1.3.3.4. to 1.3.3.5.)</p>		

The information contained in this form, attached documents, attached reports, attached tests, and attached certificate (letters) is true to the best of my knowledge.
If the owner is a corporation or partnership, I have authority to bind the corporation or partnership.

Signature of Owner

Name (print)

Date

Inspectors Comments	
Inspection by:	Date:

Memorandum

To: Council

Settimo Vilardi
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
Susan Speigel
Thomas Yeung

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 4.4

From: Governance Committee

Ted Wilson, Chair SVP & Treasurer
Settimo Vilardi, President
Michelle Longlade, LGIC Appointee

Susan Speigel, Immediate Past President
Elaine Mintz, LGIC Appointee

Date: April 10, 2023

Subject: Draft Terms of Reference – OAA Continuing Education Advisory Committee

Objective: To review and approve the draft terms of reference for the OAA Continuing Education Advisory Committee

In accordance with the recommendations stemming from the Governance Review last fall, and following Council's approval, a new Continuing Education Advisory Committee has been established. The attached draft terms of reference (TOR) have been prepared using the parameters of the approved standard OAA template for Committee TOR's and are recommended by the Governance Committee for approval by Council.

This new Committee is a staff-led committee. Staff-led committees are established by Council with a focused mandate and act in a consultative and advisory manner. Meetings of this Committee will coincide with specific tasks or initiatives that require input throughout the year and will be scheduled by the Manager, Continuing Education & Development. This staff-led committee will provide advice and input to the Manager on the content and delivery of member education in response to the OAA's mandatory continuing education program. The Committee will do so in accordance with the OAA's statutory requirement to

maintain and develop standards of knowledge and skill amongst its members and in response to the OAA's Strategic Plan.

Action: **It was moved by Wilson and seconded bythat Council approve the terms of reference for the OAA Continuing Education Advisory Committee as presented to Council on April 27, 2023.**

Attachments: Draft Terms of Reference - OAA Continuing Education Advisory Committee



Terms of Reference

Continuing Education Advisory Committee

Approved: April 27, 2023

Review Date: N/A

Purpose and Authority (Mandate)

The Continuing Education Advisory Committee of the Ontario Association of Architects is a staff-led committee. Staff-led committee's are established by Council with a focused mandate and act in a consultative and advisory manner. Staff-led Committee's will operate in accordance with the *Architects Act*, the regulations and by-laws under the Act, and in accordance with the policies and budgetary parameters of the Association as established by Council.

The Continuing Education Advisory Committee's mandate is to provide advice and input to the Manager, Continuing Education & Development on the content and delivery of member education in response to the OAA's mandatory continuing education program and in accordance with the OAA's statutory requirement to maintain and develop standards of knowledge and skill amongst its members.

Responsibilities

The Continuing Education Advisory Committee shall organize its work in accordance with its mandate and the OAA's strategic priorities. The Continuing Education Advisory Committee shall:

- Evaluate existing continuing education offerings to monitor the quality and integrity of the content and to ensure that it is in line with the advancing member competency related to the practice of architecture.
- Advise on educational streams for Call for Presenters for the Continuing Education Webinars Series;
- Provide advice and/or recommendations for the structure and content of the OAA's continuing education offerings including "Fundamentals of Running an Architectural Practice"; and ongoing Continuing Education Webinar Series;
- Identify topics for the Call for Presenters for the OAA Annual Conference;
- Evaluate continuing education proposals, selecting appropriate speakers and topics, providing recommendations on composition of panel of experts;
- Assist in the assessment and selection of subject matter experts for the existing continuing education offerings;
- Respond to Council motions on matters related to membership competency and continuing education.

Should the above work require additional resources, such as specific subject matter experts or external consultants, such requests shall be discussed with the Executive Director and submitted to Council for approval, if appropriate. The Continuing Education Advisory Committee will function as a unit, however individual or groups of members may work on specific tasks. That work will be shared with the Continuing Education Advisory Committee as a whole for consideration. Consensus in principle is required by the Advisory Committee when advancing an item to Council for consideration and/or approval.

The Continuing Education Advisory Committee may make recommendations to Council for consideration and approval, but may not make actions, resolutions or binding commitments.

Composition and Term Limits

The Continuing Education Advisory Committee is comprised of at least three and up to five members of Council who will be appointed annually to the Committee.

Roles & Responsibilities

Advisory Committee members will conduct themselves in accordance with the OAA's Policy re: *Roles and Responsibilities of Committee Chairs and Committee Members*. The OAA's Policy re: *Respectful Work Policy for Members of Council* extends to all Association's volunteers.

Reporting

The Manager, Education and Development will report on the activities of the Committee at the June and January meetings of Council as well as at any time where a recommendation to Council on the above noted work is to be brought forward.

Review

The Continuing Education Advisory Committee Terms of Reference will be reviewed every three years by the Governance Committee and staff with a view to refreshing and reconfirming its focus and that its mandate continues to align with the OAA's Vision and Mandate and current strategic plan. The Advisory Committee shall advance any proposed modifications of its Terms of Reference to the Manager, Education and Development.

Meetings

The Continuing Education Advisory Committee will meet approximately 4 times per year at the call of the Manager of Education & Development. Meetings will be held in accordance with the OAA's Policy re: *Return to Office and Hybrid Work Options* and within core office hours. The work of the Advisory Committee can also be conducted in a spontaneous manner between formal meetings via email, telephone, Zoom, or other means.

Agendas are set by the Manager, Education and Development. Quorum shall be a majority of the Continuing Education Advisory Committee. There is no requirement for a committee chair assigned by Council.

If a member is not able to participate in a meeting, the member should speak to the Manager, Education and Development in advance to provide their perspective. The member may also submit written comments and/or documentation to the Manager, Education and Development in advance of the meeting. The member is accountable for reviewing agendas and documentation for meetings they have missed, and is as accountable for decisions made in those meetings as if they were present.

The Continuing Education Advisory Committee members who miss three consecutive meetings, without just cause, will be asked to step down from the Advisory Committee.

Staff Coordination and Support

The Manager, Education and Development will coordinate scheduling of meetings, and ensuring the Continuing Education Advisory Committee's work is conducted according to the terms of references.

Staff shall not be assigned work by the Continuing Education Advisory Committee members that is out of scope with its terms of reference.



Memorandum

To: Council

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 4.5

From: Ted Wilson, Senior Vice President & Treasurer

Date: April 14, 2023

Subject: Council Policy Amendments – *Reimbursement for Councillors, Committee Members, and Volunteers*

Objective: For Council to consider approval of amendments to the Council policy *Reimbursement for Councillors, Committee Members, and Volunteers*.

The Governance Committee met on March 24 where an amendment to the Policy was discussed in relation to the attendance of immediate past members of council who are invited to Conference to receive their Certificate of Appreciation. It is being recommended that the cost of return travel and one night's accommodation be offered to them as part of their invitation to attend and receive their Certificate. Proposed budget cap per person would be \$2000 including tax, payable upon submission of documentation as per Policy requirements.

OAA Executive Committee met on April 14 during which time a further amendment was discussed such that reimbursement be offered to members of Council for toll charges associated with the 407 and 412 highways to attend Council and/or OAA approved business.

These proposed amendments are red-lined on the attached policy document.

Action



Ontario Association
of Architects

Council is asked to approve the following motion:

It was moved by... and seconded by... that amendments to the Council policy *Reimbursement for Councillors, Committee Members, and Volunteers* be approved as amended as presented to Council on April 27, 2023

Attachments

Council policy – *Reimbursement for Councillors, Committee Members, etc.* - redlined

Council Policy

Policy Name	Reimbursement for Councillors, Committee Members, and Volunteers
Issue Date	January 1, 2011
Revision Dates	September 30, 2013 May 6, 2015 August 29, 2016 September 20, 2018 March 2, 2023

I. REIMBURSABLE EXPENSES FOR COUNCILLORS

(including Honoraria for President, Senior Vice President and Treasurer, and Vice Presidents)

ALL COUNCILLORS

1. Councillors are not compensated for their activities related to participation on Council unless specifically stated in this policy.
2. Councillors will be reimbursed in accordance with the rates set out in this policy for substantiated expenses incurred:
 - .1 related to participation on and in meetings of the Council;
 - .2 where elected to Executive Committee, related to participation in meetings of that Committee;
 - .3 related to participation in committees to which they are appointed by the Council;
 - .4 related to participation in meetings of the Society(ies) to which they are appointed liaison by the Council;
 - .5 when representing the OAA at outside activities at the request of the Council; or in substitution of the President;
 - .6 when participating in the OAA AGM and Conference; and
 - .7 where expenses are incurred with the prior approval of the Council.
3. Registration fee (only) for OAA functions and events not otherwise addressed by this policy will be waived for Councillors. No other expenses are reimbursed.
4. Registration fee (only) for functions and events held jointly with other organizations will be waived for Councillors provided that the OAA is a major sponsor-proponent of the function or event. No other expenses are reimbursed.
5. Councillors will be reimbursed in accordance with the rates set out in this policy for substantiated expenses in relation to their attendance the OAA AGM and Conference, including hotel accommodation, breakfast, travel, and the full registration package and/or tours. In addition, Councillors will be reimbursed for expenses relative to a guest of their choice (no restrictions) as follows:
 - Economy travel to and from the Conference location (travel by train may be arranged at the first class rate, also known as Business Class [not Business Plus]); and

- Registration for all social events and tours (this does not include those programs contained in the roster of Continuing Education sessions).
 - Any additional hotel accommodation that may be required is at the personal expense of that individual or the Councillor.
6. In accordance with the motion passed by Council at the December 5, 2014 meeting, each member of Council will be reimbursed in an amount of up to \$1,000 (inclusive of taxes) for the purpose of obtaining a tablet computer of their choice, or upgrading their existing computer technology for the purpose of conducting OAA business and fulfilling the necessary roles and responsibilities of a Council member. This applies to both elected members and LGIC appointees.

This reimbursement will be made available at the start of each Councillor's three-year term and the tablet or upgrade should be purchased within the first year of election or appointment.

If a member of Council is re-elected for a second consecutive three-year term, the above policy will not apply. If however the member of Council is re-elected to a third consecutive three-year term, the member can avail themselves of the policy again.

If in the event a member is elected or appointed for a period of less than three years, for the purpose of this policy, it will be assumed that they have a three-year term and the above conditions will apply (i.e. in the second consecutive term, they will not be permitted to avail themselves of the policy). Notwithstanding the above, the reimbursement will only be available once in a six-year period.

This allocation will not apply to the President in the event they are elected as President in the first year of a three-year term as the President currently has an allocation for a computer during their year in office.

Members of Council will be advised of this policy at the start of their three-year term. Individual members of Council will be responsible for purchasing their own tablet and/or computer upgrade and submitting the necessary receipts to the Executive Assistant, Executive Services for reimbursement using the standard OAA expense form.

The follow items will be considered suitable for reimbursement under this policy:

- Tablet/laptop computer of choice;
- Upgrade of existing software being used by Council member;
- Cord, adapter, and/or battery necessary for the hardware that was purchased; and
- Protective case for the hardware purchased.

Items not listed will be reviewed in consultation with the Senior Vice President & Treasurer.

7. Members of Council will be reimbursed for toll costs incurred while using the 407 and 412 highways for OAA approved business.
8. Past members of Council will be reimbursed for return travel, as set out below and one night's accommodation in relation to the OAA's Annual Conference where they have been invited to attend an event at which they are to be recognized for their service and to receive a Certificate of Appreciation. The total reimbursement will be capped at \$2,000 including tax.

Formatted: List Paragraph, Numbered + Level: 1 +
Numbering Style: 1, 2, 3, ... + Start at: 7 + Alignment: Left +
Aligned at: 0 cm + Indent at: 0.63 cm

Formatted: List Paragraph, Indent: Left: 0 cm, Hanging:
0.63 cm, Space Before: 6 pt, Numbered + Level: 1 +
Numbering Style: 1, 2, 3, ... + Start at: 7 + Alignment: Left +
Aligned at: 0 cm + Indent at: 0.63 cm

PRESIDENT

In addition to items under "All Councillors:"

1. The President to be paid an Honorarium adjusted by annual inflation factor for their duties as President, plus reimbursement of substantiated expenses and expenses for President and a guest to attend the RAIC Festival or other events approved by the Executive Committee.
2. An amount for "President Expenses" is included in the OAA budget to address miscellaneous expenses incurred in the discharge of their responsibilities as President where such expenses are not otherwise addressed in the budget.



3. The President may purchase a laptop computer or tablet, up to \$2,000, and may also claim an allowance of \$300 per year related to internet access and/or to cover cellular data overages. This is in addition to the amount included under President's expenses above.
4. The President will be provided with an OAA credit card for use during their term of office. The President will be responsible for using the card only for its intended purpose and obtaining transactional evidence to support all charges.
5. The President will be responsible for submitting receipts to the Executive Assistant, Executive Services on a monthly basis to facilitate payment and avoid late payment charges.
6. The President will return the card to the Manager Finance upon completion of their term.

VICE PRESIDENTS (including SENIOR VICE PRESIDENT AND TREASURER)

In addition to items under "Councillors:"

1. Vice Presidents are paid an honorarium adjusted by annual inflation factor in respect of fulfilling their additional responsibilities in serving on Executive Committee as set out in Section 45 (c) of the OAA By-laws, Revised 2022.
2. With the prior approval of the Council, Vice Presidents will be reimbursed in accordance with the rates set out in this policy for substantiated expenses related to their attendance at the RAIC Festival, or other events.
3. With the prior approval of the Council, Vice Presidents will be reimbursed in accordance with the rates set out in this policy for substantiated expenses in addition to their own expenses related to hotel accommodation, breakfast, and travel for guests attending the RAIC Festival or other events.

II. REIMBURSABLE EXPENSES FOR MEMBERS OF STATUTORY, STANDING AND DISCRETIONARY COMMITTEES, AND TASK GROUPS

1. Members of Statutory, Standing, and Discretionary Committees, and Task Groups are not compensated for their activities related to participation on these groups.
 - .1 Members of Statutory, Standing, and Discretionary Committees, and Task Groups will be reimbursed in accordance with the rates set out in this policy for substantiated expenses related to participation on the groups (see Appendix A).
 - .2 Expenses related to attendance at meetings of Statutory, Standing, and Discretionary Committees, and Task Groups will only be reimbursed where a formal meeting notice is issued through the OAA (who will monitor available budget allocation).

III. REIMBURSABLE EXPENSES FOR REPRESENTATIVES TO OTHER ORGANIZATIONS, etc.

Except with the prior approval of the Council, OAA representatives to other organizations, etc are not compensated for their activities, and expenses will not be reimbursed.



APPENDIX A

RATES

Reimbursement is only made for expenses substantiated with appropriate receipts.

1. ACCOMMODATION

- .1 OAA staff may make accommodation arrangements where cost of accommodation is to be reimbursed by the OAA under this policy, and will arrange for cost of accommodation (only) and taxes to be invoiced to the OAA. (If arrangements for direct invoicing to the OAA are not possible, staff will advise of the accommodation cost which will be reimbursed)

2. MEALS AND INCIDENTAL EXPENSES

- .1 Expenses for meals and incidentals (expenses which are not specifically listed in this policy) will be reimbursed to a daily maximum of \$100 (including gratuities and taxes).
- .2 This maximum includes all applicable taxes and gratuities.

3. TRAVEL

- .1 Use of personal vehicles is reimbursed at the same rate as the Federal Government Auto Rate, updated annually.
- .2 Reimbursement for air or bus fares is at economy fare. Arrangements are made by OAA staff on request. Travel by train may be arranged at the first class rate, also known as Business Class (not Business Plus).
- .3 Taxi and air limousine fares are reimbursed at cost (including gratuities).
- .4 Car rental will be reimbursed at cost where cost is equal to or less than cost of alternative transportation available under 1, 2, or 3.
- .5 Insurance coverage of \$500,000 is in place for Councillors (only) while travelling on Council business, and includes a weekly indemnity of \$300 in the event of dismemberment.

4. TELEPHONE

- .1 Long-distance telephone related to OAA business is reimbursed at cost.
- .2 Hotel charges for local calls are reimbursed at cost.



Memorandum

To: Council

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 4.6

From: Communications and Public Education Committee (CPEC)

Christina Karney, Chair	Pearl Chan
Kurtis Chen	Jon Hobbs
Christopher Johnson	Carl Knipfel
Elaine Mintz	Brigitte Ng
Dana Seguin	

Date: April 11, 2023**Subject:** CPEC Update and Theme for the 2024 OAA Conference**Objective:** To provide Council with a recommendation for the theme for next year's OAA Conference, taking place in Niagara Falls.

The new Communications and Public Education Committee (CPEC) provides oversight and advice for consideration by Council and OAA staff on public education and outreach activities in direct response to the secondary objects of the Association as set out in the *Architects Act*. More specifically, the Committee will focus its efforts to advance the public's understanding and recognition that architecture is integral to the quality of life and well-being of society as experienced through a sustainable, resilient, and durable built environment.

At its March 29 meeting, the Committee heard updates from staff on relevant projects including the OAA Podcast (the sixth episode of which will be recorded at the 2023 OAA Conference Plenary session), the forthcoming public outreach/education audit, and the OAA Conference. The Committee also selected a group to lead a video tour of the OAA Headquarters – OAA Staff will engage **Universus Media Group** to produce a video to serve as a public engagement tool, showcasing the many upgrades and updates to the headquarters that have enabled it to achieve net-zero.

One of the Committee's key tasks is to generate the theme for the OAA's annual Conference. Conference welcomes members of Ontario's architecture profession to help

fulfil their professional accreditation/education requirements through Continuing Education courses and case studies, while offering special programming like tours, awards ceremonies, and networking events. The theme serves as both the title and the overarching topic. It often reflects an issue of interest for the profession and serves as inspiration for the plenary, education sessions, and Keynote Presenter (which the Committee also suggests to Council).

At its March 29 meeting, the OAA Communications Committee reviewed recent themes for OAA Conferences (including “Designing for Dignity,” “Inspiring Climate Action,” and “Cultivate Inclusion”). The Committee quickly aligned around the subject of *housing* as a topic ripe for examination—it builds on themes from the last few years while offering new avenues to explore the OAA’s broader priorities and strategic themes. The Committee took care to ensure the theme description did not introduce an overly narrow focus; instead, it offers expansive education opportunities.

Housing: Pushing the Envelope

With the passing of the National Housing Strategy Act recognizing adequate housing as a human right, the time is now for swift and thoughtful action. Against the striking backdrop of Niagara Falls, OAA Conference 2024 will bring together a diverse array of architecture experts to explore innovative ideas and solutions for designing safe, inclusive, and sustainable spaces that foster community, health, and wellbeing.

From cutting-edge technologies to regenerative building principles, and from imaginative adaptive reuse to rethought densities, we will delve into the latest trends and best practices. With a focus on addressing housing challenges in diverse communities—including homes, hospitality, and healthcare—this conference is a unique opportunity to learn, network, and contribute to the collective approach towards creating equitable and inclusive housing in Ontario and beyond. This event invites members to be part of the conversation and explore the many roles architecture professionals can play to have a meaningful impact on the future of housing.

Action

It was moved by... and seconded by...that Council approve the Communication and Public Education Committee’s recommendation for *Housing: Pushing the Envelope* to be the 2024 OAA Conference theme.

Attachments

Conference Themes 2001 – Present.docx

OAA Annual Conference Themes

From 2001 to present

The **OAA Communications and Public Education Committee (CPEC)** is tasked with developing the theme for the OAA's Annual Conference.

The **OAA Conference** is an annual event, and includes a variety of Continuing Education courses, tours, awards ceremonies, and other special events. Members of Ontario's architecture profession attend to help fulfil their professional accreditation/education requirements, but events are also often open to the public. The Conference also serves as a networking opportunity to connect with colleagues and leaders.

The Conference **theme** serves as a title for the Conference and an overriding topic that speaks to not only the relevant needs of the profession, but also inspires the plenary and education sessions. It also helps inform the choice of a Keynote speaker, which the Committee also helps select.

Most themes come with “secondary concepts” in a short description paragraph or a list of bullets—these concepts also emerge as part of the Conference program.

2024 LOCATION: Niagara Falls ON

2025 LOCATION: Ottawa ON

Previous Themes

2023 – *Designing for Dignity* (Sudbury ON)

Ontario's architecture profession has the skills, education, and perspective to shape the built environments in which we all live and thrive, and this extends beyond cities and suburbs. For the first time, the OAA is holding its annual conference at the gateway to Northern Ontario—a place of resource extraction and regeneration, of remoteness and richness, of communities and challenges. The setting prompts us to have new conversations as well as to learn from and collaborate with local communities about the role the profession must play in supporting dignity for all.

This Conference will acknowledge those who call Sudbury home, from diverse Indigenous groups and Franco-Ontarians to urbanites, students, and those living in isolated areas. Throughout the province and around the world, it will explore how the architecture profession can better accommodate human needs by listening to local communities. It examines the imperative of respecting the land and planning for several generations... while also considering the need for safe housing, healthy spaces, and inspiring projects here and now.



2022 – Inspiring Climate Action (Toronto ON/Virtual)

As we continue to cope with a global pandemic, another challenge—the climate emergency—needs our attention and creative solutions.

Our planet faces unimaginable disaster. Buildings new and old must be resilient not only in the face of quickly changing climate patterns and disasters, but also in terms of carbon and energy efficiency.

The time for talking and planning has passed. We now need action!

The architecture profession must insert creative thinking into the climate discussion. This is our most valuable contribution to the collaborative decisions that need to be made.

The 2022 OAA Conference will showcase creative ideas and sustainable projects that explore architectural thinking applied to the climate crisis.

We aim to inspire you!

2021 – Cultivate Inclusivity (Virtual)

- *integrating new, diverse perspectives*
- *collaborating with other specialists*
- *meeting emerging challenges*

2020 – Shifting Paradigms (CANCELLED)

As a profession and as an Association, we are at a pivotal moment: How we practise is rapidly changing in tandem with shifting priorities across society. From the way we deliver projects to the way we organize our offices, and from the tools we use to design to the skills we need to succeed, all aspects must evolve synergistically. In today's society, where diversity, sustainability and transparency are paramount, the question is: Are we leading by example?

2019 – Empowering Change (Quebec City QC)

At its core, architecture is about solving problems. From climate change to housing affordability to social cohesion, architects are catalysts for transformation, leading change from where we are today to where we need to be tomorrow.

Earlier Editions

2018: Bold By Design (Toronto ON)

2017: Architecture 150 (Ottawa ON) [this was a joint event held with the Royal Architectural Institute of Canada (RAIC) Festival]

2016: Architecture Matters—Shaping the Environment (Toronto ON)

2015: Urban Renewal (Hamilton ON)

2014: Heritage Architecture Inspiration (Montreal QC)

2013: Re-imagining the Business of Architecture (Toronto ON)

2012: Architecture and Music—Architect as Conductor (Ottawa ON)

2011: Urbanization and Globalization (Toronto ON)

2010: *The Changing Face of Architecture* (Windsor ON)
2009: *Where are the Architects?* (Toronto ON)
2008: *The Future of the Profession* (Niagara Falls ON)
2007: *The Next 100 Years: Healthy Buildings, Healthy Communities* (Toronto ON)
2006: *deLIGHT: Architecture's Overlooked Third Objective* (Ottawa ON)
2005: *Great Architecture—Great Cities* (Toronto ON)
2004: *Excelerate... Fast Forward: Quality and Value* (London ON)
2003: *Innovation: Breaking New Ground* (Toronto ON)
2002: *Practicing Change—Changing Practice* (Niagara ON)
2001: *Convergence: Practice in the 21st Century* (Toronto ON)



Memorandum

To: Council

Settimo Vilardi
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
Lara McKendrick
Deo Paquette
Greg Redden
Susan Spiegel
Thomas Yeung

Farida Abu-Bakare
Ida Badre
Kimberly Fawcett-Smith
Jennifer King
Michelle Longlade
Elaine Mintz
Clayton Payer
Kristiana Schuhmann
William (Ted) Wilson
Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 5.1

From: Registrar, Christie Mills

Date: April 17, 2023

Subject: ***Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA).***

Objective: Update Council on *FARPACTA* amendments and impact to OAA.

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](#) (FARPACTA) and the *Regulated Health Professions Act, 1991* (RHPA). In doing so, the OFC assesses every element of the registration processes.

[Bill 27, Working for Workers Act, 2021](#), received Royal Assent on December 2, 2021. Included in this Bill is Schedule 3, which amends the FARPACTA 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 \(ontario.ca\)](#).

Summary of statutory amendments:



1 Canadian Experience Definition and Exemption

Regulated professions in Ontario are 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.

On January 26, 2023, the OAA submitted the Canadian experience prohibition exemption request to the OFC. There was one subsequent request for statistical clarification. No response has been received yet from the OFC.

In the interim, OAA staff are studying registration/competency assessment options that may be considered by Council in the event that the exemption request above is denied.

2 Language Proficiency Tests

Regulated professions must accept tests enumerated in the Regulation, which are the tests currently used by Immigration, Refugees and Citizenship Canada for skilled immigration. A regulated profession may also use other tests or methods to demonstrate language proficiency as long as they also accept the tests enumerated in the Regulation.

Test results are deemed to be valid until the applicant receives a registration decision or, where an internal review or appeal occurs, receives an internal review or appeal decision. This requirement applies to applications received after July 1, 2023.

The CACB's academic certification and BEFA program are in line with this requirement.

3a Decision-Making Timeframes

A regulated profession must comply with the prescribed time limits for at least 90 per cent of the applications received from international applicants each calendar year. This requirement applies to applications received after July 1, 2023.

(2) A regulated profession shall, within 10 business days after receiving an application for registration from an internationally trained individual, provide a written acknowledgment of receipt of the application.

(3) The written acknowledgment of receipt shall include a statement as to whether the application includes everything required by the regulated profession in respect of the application.

(4) A regulated profession shall, within six months after receiving an application for registration from an internationally trained individual and everything required by the regulated profession in respect of the application, make a registration decision and provide the applicant with,

(a) written communication of the registration decision;

(b) written reasons respecting a registration decision,

(c) information respecting the applicant's rights to any internal review or appeal, including any applicable procedures and deadlines.

(5) A regulated profession shall, within 10 business days after making an internal review or appeal decision in respect of an internationally trained individual, provide the applicant with written communication of the decision and written reasons respecting the decision.

OAA staff are working with IT data management in order to track the information above and verify the timeline requirements are being met.

3b Reporting on Decision-Making Timeframes

Regulated professions are also required to report, through FRP reports, on their ability to register international applicants within one year after the earlier of:

- receiving a complete application for registration; and
- the date any third party that assesses the individual's qualifications on behalf of the regulated profession receives everything it requires

The one-year timeframe inclusive of third party processes reporting requirement (3b) will require info-sharing agreements with the CACB – the administrative burden and potential costs are not yet known. The challenge with the third party CACB academic certification process is that it is largely applicant driven and as such out of the control of the CACB and the regulator.

The OAA will need to consider further database development required to meet the reporting requirements of this FARPACTA section as well as the administrative burden associated with OFC “continuous improvements” as it relates to decision making timeframes.

Regulated professions are required to report their compliance with the prescribed timelines through the Fair Registration Practices (FRP) report.

4 Registration Processes During Emergencies

A regulated profession must file an emergency registration plan with the Fairness Commissioner by July 2, 2023 and would be required to update their plans whenever there is a change in circumstances that may affect the plan, and in any case at least once every five years.

OAA staff are currently working on a draft plan s required.

5 Domestic Labour Mobility

The timelines set out in FARPACTA re. international applicants shall apply in respect of applications for registration from domestic labour mobility applicants.



A regulated profession shall, within 10 business days after receiving an application for registration from a domestic labour mobility applicant, provide a written acknowledgment of receipt of the application.

The written acknowledgment of receipt shall include a statement as to whether the application includes everything required by the regulated profession in respect of the application and any other prescribed information.

A regulated profession shall, within 30 business days after receiving an application for registration from a domestic labour mobility applicant and everything required by the regulated profession in respect of the application, make a registration decision and provide the applicant with,

(a) written communication of the registration decision;

(b) written reasons respecting a registration decision,

(c) information respecting the applicant's rights to any internal review or appeal, including any applicable procedures and deadlines.

A regulated profession shall, within 10 business days after making an internal review or appeal decision in respect of a domestic labour mobility applicant, provide the applicant with written communication of the decision made upon the internal review or appeal and written reasons respecting the decision.

Given the OAA's reciprocity agreement with all other Canadian jurisdictions, meeting the above noted timelines does not pose an issue. Staff will ensure the communication requirements are updated to include the noted information.

Latest Briefing

On March 27, 2023, the MLITSD and the OFC had another briefing with Ontario's regulated professions and compulsory trades. On March 20, 2023, the government introduced additional proposed amendments through the *Working for Workers Act, 2023*.

(a) amendments to the definition of "registration";

"registration" means, subject to the regulations, the granting of membership in a regulated profession for entry to the practice of the profession, with or without conditions, whether by registration, licensure, admission, enrolment or other means without regard to the terminology used by the regulated profession, but does not include the granting of a special designation, whether by way of a licence, certificate, or any other means, to those who are already registered.

The proposed amendment would, if passed, clarify that registration applies only to entry to practice of the profession.

- (b) an amendment respecting the powers under the Act that the Minister may delegate to the Fairness Commissioner or any person employed in the Ministry;

Delegation of powers is amended by adding “or in respect of any other exemption under the Act”

If passed, this proposed amendment would align decision-making power for applications for exemption to the time limits for registration decisions for internationally trained individuals (in addition to domestic labour mobility applicants).

- (c) an amendment establishing the duty of regulated professions to ensure that the people of Ontario have access to adequate numbers of qualified, skilled and competent regulated professionals;

Duty re public interest

(2) A regulated profession has a duty to work in consultation with,

(a) where the regulated profession has a responsible Minister, the regulated profession’s responsible Minister or such other Minister as the responsible Minister may identify; or

(b) where the regulated profession does not have a responsible Minister, the Minister as defined in section 2 or such other Minister as the Minister may identify, to ensure, as a matter of public interest, that the people of Ontario have access to adequate numbers of qualified, skilled and competent regulated professionals.

This proposed duty demonstrates the government’s interest in ensuring regulated professions consider labour market needs.

- (d) an amendment providing that Canadian experience may be accepted in satisfaction of qualification for registration only if alternatives to such experience are also accepted.

Alternatives to Canadian experience

(1.1) A regulated profession may accept Canadian experience in satisfaction of a qualification for registration only if it also accepts alternatives to Canadian experience that meet the criteria prescribed by the regulations.

Intent of this proposal is to clarify that a regulated profession may accept Canadian experience in satisfaction of a qualification for registration only if it also accepts an alternative to Canadian experience and allow for the making of regulations setting out criteria that those alternatives must meet.

Next Steps for government:

- Develop criteria that alternatives to Canadian experience requirements must meet in regulation.

- It is anticipated that the regulation would be developed by Fall 2023.
- If the regulation is approved, the Fairness Commissioner would have the authority to issue a compliance order to a regulated profession if the alternative to Canadian Experience does not meet the standard

The deadline for resolving the Canadian experience prohibition is December 2023. In the absence of an exemption as discussed above, it will be challenging for the OAA to develop alternatives knowing that the government is determining what alternatives would be acceptable with their own deadline of Fall 2023. OAA staff will continue to examine assessment alternatives while maintaining close communication with the OFC in order to gain insight into their Next Steps above.

Action

None. For information only.

Attachments

MLITSD Technical Briefing PDF March 27, 2023.

Proposed changes to the *Fair Access to Regulated Professions and Compulsory Trades Act, 2006* (FARPACTA)

Technical Briefing for Regulated Professions

March 2023

Agenda

Agenda Item	Lead
Opening Remarks	Yvonne Ferrer, Director, Settlement Services Branch Irwin Glasberg, Ontario Fairness Commissioner
Overview of Proposed Legislative Amendments	Jessica Tsang, Manager, Immigration Labour Market Integration Kelly Conway, Senior Policy Advisor Yilmaz Dinc, Senior Policy Advisor
Qs & As	Jessica Tsang, Manager, Immigration Labour Market Integration
Closing Remarks	Yvonne Ferrer, Director, Settlement Services Branch

Context

- In 2021, FARPACTA was amended through the ***Working for Workers Act, 2021*** to help remove registration barriers, such as the requirement for Canadian experience as a qualification for registration.
- In 2022, FARPACTA was further amended through the ***Working for Workers Act, 2022*** and O. Reg 261/22 to establish timelines within which regulated professions must respond to applications from domestic labour mobility applicants and ITIs as well as other measures to reduce barriers for internationally trained individuals (it is).
- On March 20, 2023, the government introduced additional proposed amendments through ***Working for Workers Act, 2023***.
- The purpose of this deck is to provide an overview of these proposed amendments.

Public Interest & Labour Market Considerations

Proposed Legislative Changes

Duty re public interest

6 (2) A regulated profession has a duty to work in consultation with,

- (a) where the regulated profession has a responsible Minister, the regulated profession's responsible Minister or such other Minister as the responsible Minister may identify; or
- (b) where the regulated profession does not have a responsible Minister, the Minister as defined in section 2 or such other Minister as the Minister may identify,

to ensure, as a matter of public interest, that the people of Ontario have access to adequate numbers of qualified, skilled and competent regulated professionals.

Intent of proposal

- This proposed duty demonstrates the government's interest in ensuring regulated professions consider labour market needs .
- This proposed amendment would not, if passed, prescribe specific actions or requirements, but could support discussions related to labour market needs and credentialing and registration frameworks.
- If passed, this proposed amendment would not provide the Fairness Commissioner or the Minister of Labour, Immigration, Training and Skills Development with the authority to issue a compliance order if a regulated profession does not comply with this duty.

Alternatives to Canadian Experience Requirements

Proposed Legislative Change

Alternatives to Canadian experience

10.2 (1.1) A regulated profession may accept Canadian experience in satisfaction of a qualification for registration only if it also accepts alternatives to Canadian experience that meet the criteria prescribed by the regulations.

Intent of the Proposal

Clarify the policy intent that a regulated profession may accept Canadian experience in satisfaction of a qualification for registration only if it also accepts an alternative to Canadian experience and allow for the making of regulations setting out criteria that those alternatives must meet.

Next Steps

- Develop criteria that alternatives to Canadian experience requirements must meet in regulation.
- It is anticipated that the regulation would be developed by Fall 2023.
- If the regulation is approved, the Fairness Commissioner would have the authority to issue a compliance order to a regulated profession if the alternative to Canadian Experience does not meet the standard prescribed in regulation.

Entry to Practice Professions

Proposed Legislative Change

Section 2 Definitions

“registration” means, subject to the regulations, the granting of membership in a regulated profession for entry to the practice of the profession, with or without conditions, whether by registration, licensure, admission, enrolment or other means without regard to the terminology used by the regulated profession, but does not include the granting of a special designation, whether by way of a licence, certificate, or any other means, to those who are already registered; (“inscription”)

Section 34 Regulations

(1) (a) further defining or clarifying the definition of “registration” in section 2

Intent of proposal

- The proposed amendment would, if passed, clarify that registration applies only to entry to practice of the profession.
- This proposed amendment includes authority to be able to further define and clarify the definition of registration in regulation, as needed.

Proposed Regulatory Change

- The ministry is also proposing to remove the exemption in O. Reg. 261/22 for the Chartered Professional Accounts of Ontario in respect of public accounting licenses from the Canadian experience requirement prohibition in section 10.2 of the Act.
- This exemption would no longer be required, if the proposed amendment to the definition of registration is passed.

Authority to Delegate Powers

Proposed Legislative Change

Subsection 4 (2) Delegation of Powers is amended by adding “or in respect of any other exemption under the Act” after “27.1”.

Intent of the Proposal

- The *Working for Workers Act, 2022* provided the Minister with the authority to delegate decision-making powers regarding applications for an exemption to the time limits for registration decisions for domestic labour mobility applicants.
- However, the Minister does not currently have the authority to delegate similar decision-making powers for internationally trained applicants.
- If passed, this proposed amendment would align decision-making power for applications for exemption to the time limits for registration decisions for internationally trained individuals.

Contact information

- Please contact Kelly Conway (Kelly.Conway@Ontario.ca) and Yilmaz Dinc (Yilmaz.Dinc@Ontario.ca) if you have questions.

Appendix: FARPACTA Regulated Professions & Compulsory Trades

Regulated Professions-under FARPACTA	Compulsory Skilled Trades
<ol style="list-style-type: none"> 1. Association of Professional Engineers of Ontario 2. Association of Professional Geoscientists of Ontario 3. Association of Ontario Land Surveyors 4. Chartered Professional Accountants of Ontario 5. College of Early Childhood Educators 6. College of Veterinarians of Ontario 7. Law Society of Ontario 8. Ontario Association of Architects 9. Ontario Association of Certified Engineering Technicians and Technologists 10. Ontario College of Social Workers and Social Service Workers 11. Ontario College of Teachers 12. Ontario Professional Foresters Association 13. Human Resources Professionals Association 14. Skilled Trades Ontario (see next column) 15. Health and Supportive Care Providers Oversight Authority – oversight for Personal Support Workers (Proclamation TBC) 	<ol style="list-style-type: none"> 1. Electricians - Construction and Maintenance 2. Electricians - Domestic and Rural 3. Hoisting Engineers - Mobile Crane Operator 1 4. Hoisting Engineers - Mobile Crane Operator 2 5. Hoisting Engineers – Tower Crane Operator 6. Plumbers 7. Refrigeration and Air Conditioning Systems Mechanics 8. Residential (Low Rise) Sheet Metal Installers 9. Residential Air Conditioning Systems Mechanics 10. Sheet Metal Workers 11. Sprinkler and Fire Protection Installer 12. Steamfitters 13. Alignment and Brakes Technicians 14. Auto Body and Collision Damage Repairers 15. Auto Body Repairers 16. Automotive Electronic Accessory Technicians 17. Automotive Service Technicians 18. Fuel and Electrical Systems Technicians 19. Motorcycle Technicians 20. Transmission Technicians 21. Truck and Coach Technicians 22. Truck-Trailer Service Technicians 23. Hairstylist

* FARPACTA defines “regulated profession” as the body corporate or association that is responsible for the governance of a profession.

Memorandum

To: Council

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 5.2

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

From: Susan Spiegel, Immediate Past President and Natasha Krickhan, Councillor

Date: April 14, 2023

Subject: K – 12 Big Think – understanding the state of architecture education for elementary and secondary school students.

Objective: To provide an update to Council on the forthcoming K-12 Big Think.

At the September 2022 Council meeting, it was approved that the OAA begin identifying stakeholders to participate in an OAA-hosted 'Big Think' roundtable session on architecture education for grades Kindergarten through 12 in Ontario, and that the cost of the event be drawn from the policy contingency budget.

This 'Big Think' Roundtable Session directly supports the OAA's strategic priority of public education and relates to the additional objects in the *Architects Act* – "To establish and maintain or to assist in the establishment and maintenance of classes, schools, exhibitions, or lectures in, and to promote public appreciation of, architecture and the allied arts and sciences."

The OAA is working in collaboration with the Toronto Society of Architects (TSA) on this project given their existing interest and work in this realm.

Recognizing the essential role the built environment plays in community life and collective health and wellbeing, the current focus is to better understand how the architecture profession is presented to our youth, knowing they will be the ones shaping our environments in the future.

With the objective to identify organizations currently doing work in this area, and develop a better understanding of available programs and their challenges, the OAA and TSA launched an initial search to identify K-12 architectural education programs and resources in Canada. The first phase of this work – an online survey of active



organizations to collect information on their programs —was just completed and an analysis of the responses is currently underway. The information that emerges from the survey will inform the nature and scope of the K-12 Big Think planned for later this year.

One central goal of this initiative is to identify what resources currently exist in this realm and how they might be coordinated in order to improve how architecture is presented to youth, and how such an effort might be achieved and by whom. It will also provide opportunities for connection, cross-pollination, and collaboration among all these groups while likewise providing greater visibility for the breadth of work currently underway in Ontario.

Action

None. For information only.

Attachments

None.

President's Log

Date	Event/Meeting	Location	Attendees	Time
March 3	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
March 10	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
March 10	Ontario Stakeholder Council: Initial Conversation	Virtual meeting	w/K.Doyle	8-9:00 a.m.
March 17	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
March 20	Discussion RE: CBC Story	Virtual meeting	w/K.Doyle, E.Missio	9:30 - 10:30 a.m.
March 21	OAA Recording Session Keynote Speaker Sudbury Conference	Virtual meeting	w/E.Misso, S.Moore	10:00 - 11:00 a.m.
March 22	EABO Meeting	Virtual meeting	w/K.Doyle, industry reps	2:30-4:00 p.m.
March 22	AATO Legal Challenge Meeting	Virtual meeting	w/S.Spiegel, J.King, K.Doyle, C.Mills, R.Durcan	4:30-5:30 p.m.
March 24	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
March 24	Governance Committee	Virtual meeting	w/committee members	10:00 a.m.-1:00 p.m.
March 27	Discussion re. MLITSD Meeting re. ESA	Virtual meeting	w/S.Spiegel, K.Doyle, S.Trotta	10-10:30 a.m.
March 30	Pro-Demnity AGM	Virtual meeting	w/Council and Pro-Demnity	10:30-11:30 a.m.
March 30	MILTSD Meeting re. Removal of Profess Exemptions under ESA	Virtual meeting	w/S.Spiegel, K.Doyle, S.Trotta	1:30-2:00 p.m.
March 31	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
April 13	Local Societies Chairs & Liasons Meeting	Virtual meeting	Chairs/Staff/Councillors	10-11 a.m.
April 14	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
April 14	Executive Committee meeting	Virtual meeting	w/Executive Committee	11:00 a.m. - 12 noon
April 18	Quick Briefing RE: ROAC Meeting	Virtual meeting	w/K.Doyle, T.Wilson, C.Mills	8:30 a.m. - 9:30 a.m.
April 21	ROAC Regulators Meeting	Montreal	w/provincial regulator, T.Wilson, K.Doyle, C.Mills	8:00 a.m. - 4:00 p.m.
April 26	Pre-Council Dinner	Toronto	w/Council	7-9:00 p.m.
April 27	Council Meeting	Toronto	w/Council, staff	9:30 a.m. - 4:00 p.m.

FOR COUNCIL MEETING

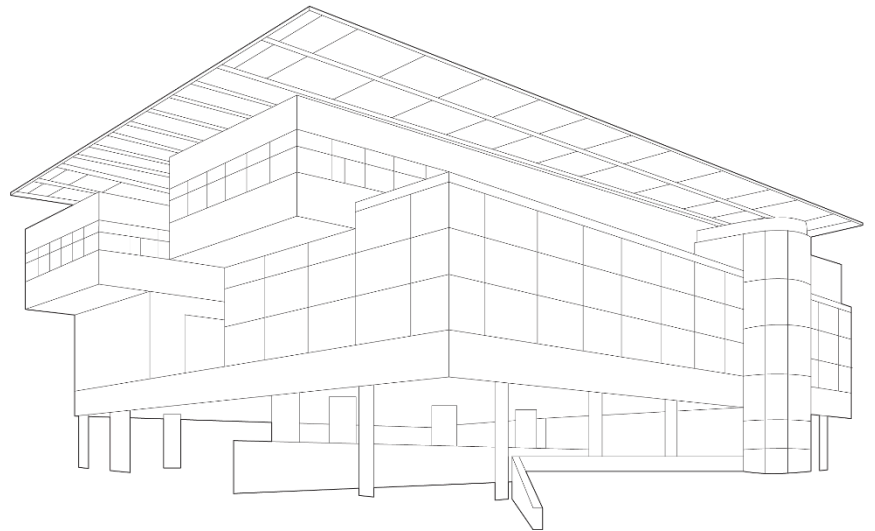
April 27, 2023

(open)

ITEM: 6.2

Executive Director Report to Council

April 27, 2023



PRESENTED BY

Kristi Doyle
Executive Director



Ontario Association
of Architects

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

Most of the OAA Statutory and Standing/Discretionary Committees have met at least once so far this year. Work plans have been reviewed and refined with continued assurance that they are consistent with the mandate of the OAA and the 5-year strategic plan. All OAA Committee Terms of Reference have now been updated to reflect the new TOR template/format. TOR's will be reviewed on a biennial basis. A schedule for the review process has been established by staff and will be administered accordingly.

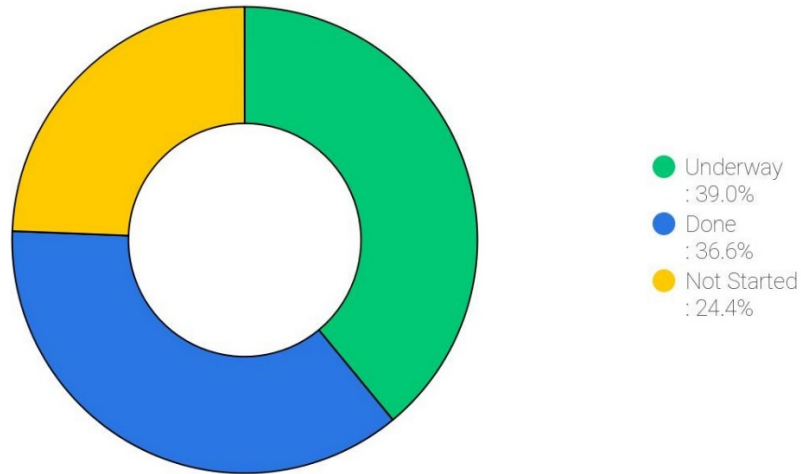
Focus continues on ensuring our activities are in line with the Strategic Plan. Climate Action and EDI are at the forefront of discussions and decision making. As an additional area of tracking, each of the Managers have been asked to prepare an operational work plan for their service area. With this in place, coupled with the committee work plans, tracking against the strategic plan and reporting to Council at year-end will be easily facilitated.

The following are a few additional highlights of progress on the Strategic Plan since the March 2, Council meeting.

Operational Review

As reported at the outset of the year, work on implementation of Year 2 recommendations is underway. The following is a visual update of the status of recommendations since reporting at the first of 2023: *(note that the % completed at the end of Year 1 was 31.7)*





Administration + Operations



The OAA welcomed our newest Architectural Graduate, Kathryn Hunks to staff since the last Council meeting as well as Daniele Alcinii in the position of Communications Specialist. Hiring for a Policy Analyst and Office Assistant is underway, both of which are existing positions. Hiring will begin shortly for a Database Specialist. This is a new position.



Work has begun on the review of the OAA's organizational structure and exploration is almost complete in relation to the implementation of Office 365 with focus on collaboration tools, data management and project tracking.



The OAA's third annual demographic survey was completed. OAA staff participated in a two part 'peer to peer' learning session on Gender and Sexual Diversity.

Public Outreach + Education



Outreach meetings have taken place with representatives of the Ontario Public Buyers Association (OPBA); the Ontario Building Officials Association (OBOA); and most recently Ontario Association of School Board Officials (OASBO). In all cases, arrangements are being made to present a webinar with respect to OAA standard documents, procurement practices, and professional design requirements. All will take place in Fall 2023.



The OAA's Webinar series continues with great attendance.

The Sudbury Conference program was launched on April 11, and registration began on April 18 following our Keynote Kick off featuring Spencer West.





OAA members attended the building as well on April 13 for a presentation and viewing of the Headquarters 'airtightness testing'.

National Initiatives



Monthly meetings continue with the National Task Group and consultants re. *the Review & Modernization of the Examination for Architects in Canada (EXAC)*. The consultants' review of all ExAC documentation is almost complete as well as initial telephone interviews with specific proponents. A more comprehensive survey, which will include examinees, will take place in the month of May.



The RISE for Architecture/National Architecture Policy national steering committee held its first in-person meeting at the OAA on March 31. The OAA was pleased to host architects and others from across the country.



OAA President Vilardi, Registrar Christie Mills and I attended meetings of the Regulatory Organizations of Architecture in Canada on April 20/21 in Montreal.

Relationship Building



A virtual check in with the Chairs of the Local Architectural Societies and Councillor Liaisons was held on April 13. OAA Manager, Policy & Government Relations Sara Trotta and IPP/PACT Chair Susan Spiegel attended to discuss World Architecture Day/Queens Park Picks with the society chairs. OAA Public Outreach Specialist, Cynthia Mykytyshyn also attended to introduce herself and talk about her new role at the OAA and how societies may be engaged in the development of a public education and outreach strategy for the OAA.



I will be meeting staff responsible for stakeholder relations at Infrastructure Ontario (IO) on April 24. It is anticipated that discussions will ramp up soon in regards to IO's move to utilize Document 600-2021.

Looking Ahead

The following events/meetings are coming up:



The Annual General Meeting of the members will be held virtually on May 3. The official notice and agenda were sent to the membership on April 3. Licensed members are reminded to register in order to vote.



I will be attending the virtual AGM for the Ontario Society of Professional Engineers on May 8.

The next meeting of the OAA Executive Committee/Staff and Pro-Demnity Committee Chairs/Staff will take place on May 17.

The next liaison meeting between the OAA and OGCA will take place on May 24.



The next meeting of the Construction & Design Alliance Ontario Board is scheduled for May 31.

Memorandum

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 6.3

To: Council

Settimo Vilardi
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
Lara McKendrick
Deo Paquette
Greg Redden
Susan Spiegel
Thomas Yeung

Farida Abu-Bakare
Ida Badre
Kimberly Fawcett-Smith
Jennifer King
Michelle Longlade
Elaine Mintz
Clayton Payer
Kristiana Schuhmann
William (Ted) Wilson
Marek Zawadzki

From: Christie Mills, Registrar

Date: April 13, 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

APRIL 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 two (2) ERC assessment interviews were held in the period of February 16 to April 11, 2023. 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 ROAC' Canadian competency standards for architects.



There are three (3) assessment interviews booked over the next several months:

- One (1) Exemption Requests to Council; and
- Two (2) 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 this reporting period:

Total Inquiries ¹	8
Total Complaints	28
Held in abeyance	5
Preliminary Review Stage	3
Active ²	5
Closed	
Not referred (dismissed)	1
Not referred (caution)	0
Referred to Discipline	0
Registrar's Investigations ³	1
Good Character Investigation	5
2021-2022 ConEd Non-Compliance Matters	14

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 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



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 are four ongoing matters; one being actively considered by the Committee, and three to be scheduled.

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 this reporting period.

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
- the 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 from January 1 through February 15, 2023:

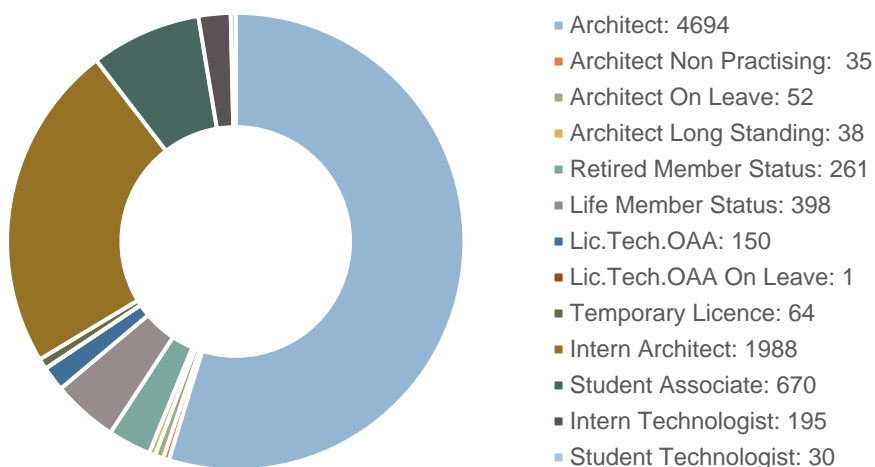
New matters received during reporting period	19
Active files/ Ongoing investigations	66
Resolved by Legal Counsel	1
Unable to locate	0
No breach found	2
Injunctions	1

Statistics

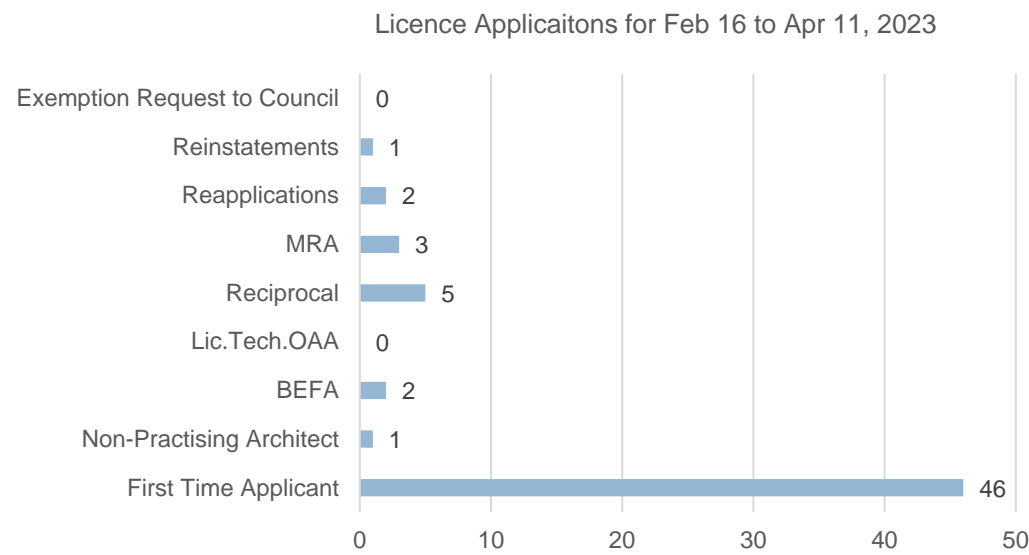
Below are the OAA community statistics as of April 11, 2023 indicating current records as well as changes for the period of February 16 to April 11, 2023.

OAA Members and Status Holders

OAA Individual Distribution as of April 11, 2023



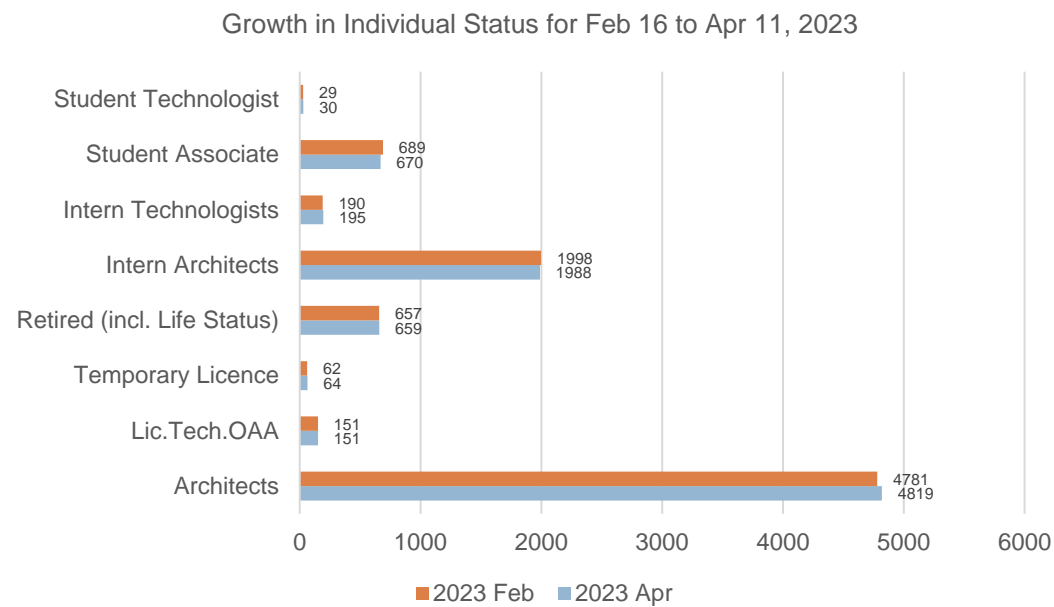
Licence Applications



- Total licence applications received for period were 82;
- Total licence applications approved for period were 60; and
- Of the 46 First Time Applicants 25 were internationally educated applicants.

Note: No longer accepting Licenced Technologist OAA applications arising out of the AATO court application.

Growth in Individual Status

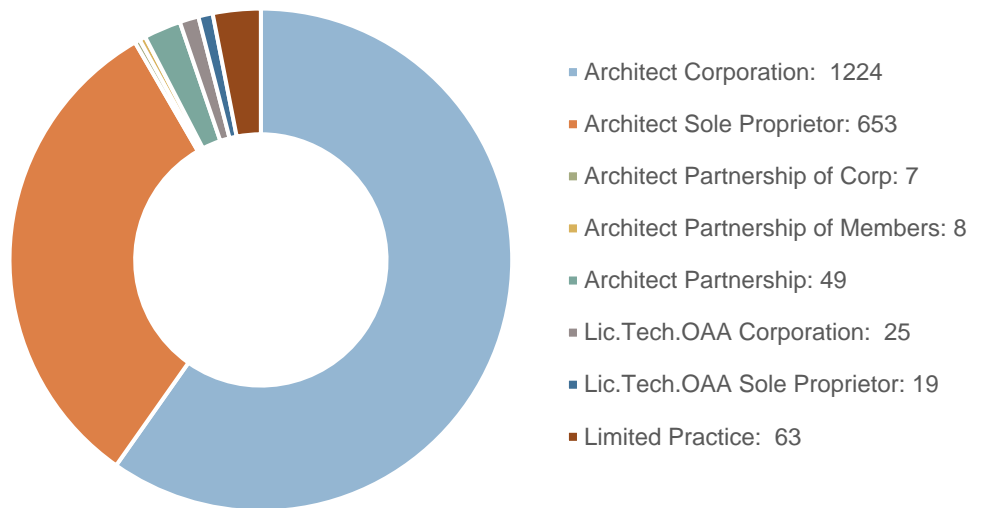


- Total Intern Architect applications received for period was 47;
- Total Student Associate applications received for period was 18;
- Total Intern Technologist applications received for period was 0; and
- Total Student Technologist applications received for period was 0.

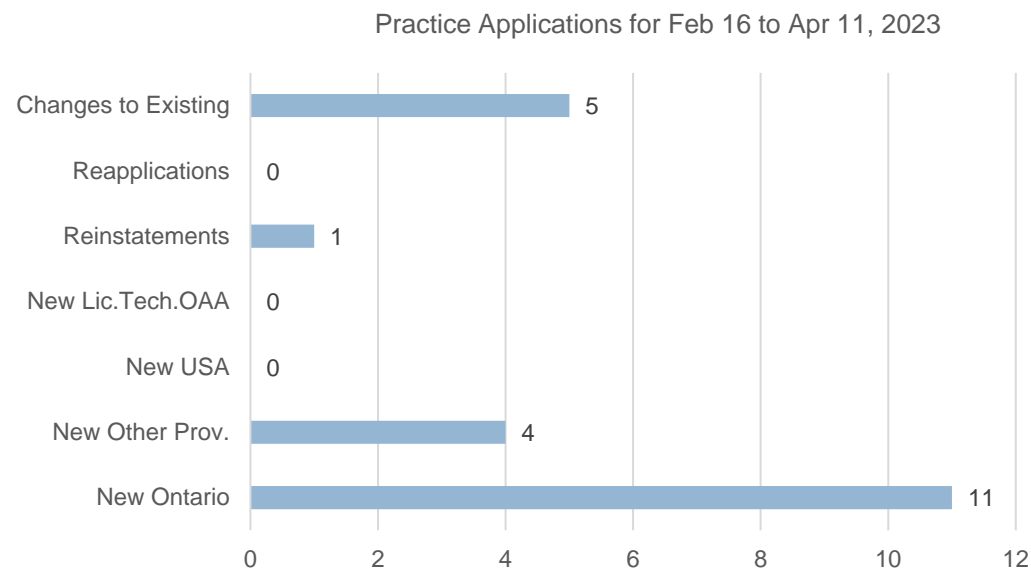
Note: Pause on accepting new OAA Technology Program applications arising out of the AATO court application.

Certificate of Practice

OAA Certificate of Practice Distribution as of Apr 11, 2023

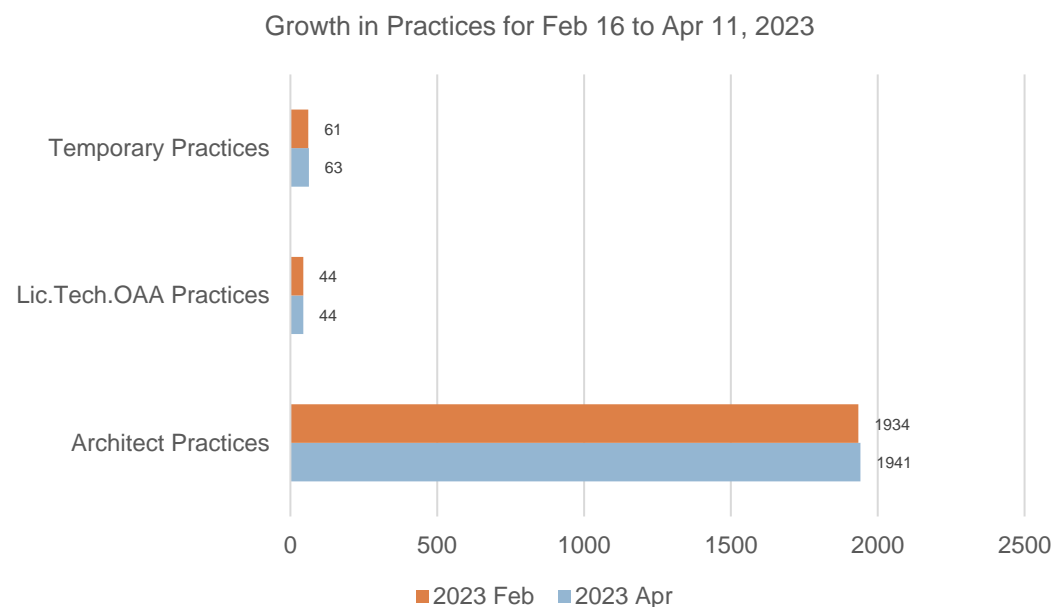


Certificate of Practice Applications



- Total certificate of practice applications received for period were 27
- Total certificate of practice applications approved for period were 21

Growth in Practices



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

Memorandum

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 6.4

To: Council

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

From: William (Ted) Wilson, Senior Vice President and Treasurer

Date: April 27, 2023

Subject: Unaudited Financial Statements for the Three Months Ended February 28, 2023

Objective: To provide the three months (Quarter 1 of FY-2023) financial statements for Council information.

Attached for your information are Financial Statements (FS) including:

1. Balance Sheet
2. Statement of Cash Flows
3. Statement of Revenue and Expenses (comparing 2023 expenditures to 2022, and showing 2023 approved budget figures by category)
4. New – Contingency Approved vs Spent (tracking approved expenditures to be charged to Council Policy Development Contingency and available balance for the year)
5. Committee Statement expenses (shows 2023 committee budget vs. actual spending) with format updated to current committee structure
6. Statement of Members Equity (current restricted and unrestricted reserve amounts).

Policy Contingency

Initiatives From Prior Year to be allocated against 2023 policy contingency:

- Consultant re Scope of Practice of the Licensed Technologist OAA – final installment \$10,000
- TEUI Calculator (continued from 2022) –final installment \$4,875
- UTC – Future of Long Term Care \$2,450
- Firewall Legal Opinion - \$20,000

Council has approved several new initiatives to be drawn from the Policy Contingency this year.

- OAA Roundtable Discussion with Firms re. Equity, Diversity & Inclusion (EDI) Best Practices - \$3,000
- Big Think' roundtable session on Grades K-12 architectural education in Ontario - \$3,000
- Rise for Architecture – National Architecture Policy Project – funding for Phase 3 (2023) based on a per architect allocation of \$8.60 50% of which will be allocated to the policy contingency- estimated at \$20,210 ($\$8.60/2 \times 4700$)

Total Allocated from Policy Contingency as of April 1, 2023 \$63,535
Remaining amount in Policy Contingency \$45,814

Additional ITEMS of NOTE for February 28, 2023:

Revenue:

Fees received to date are \$5,879,274 representing over 79% of the budgeted annual fees revenue.

Interest Earned is higher than prior year due to both higher value of investments and higher rates of return on these investments.

Expenses:

Legal General for 2023 includes \$29k relating to the AATO injunction, Insurance covers amounts above the \$25k deductible, we have received a refund re amounts paid above the deductible of \$22,123.89 which will be applied in March.

Insurance – year over year overall increase was approximately 12%. Cyber insurance had the largest increase, 27%, caused by a combination of general market increase and revenue-based increase.

Action: No action required of Council. For Council information only.

Attachments: Financial Statements for three months ended February 28, 2023

ONTARIO ASSOCIATION OF ARCHITECTS

Balance Sheet

Three Months Ended February 28, 2023

	2023 (3 months)		2022 (3 months)	
ASSETS				
CURRENT				
Petty Cash	500		500	
Cash-CIBC	2,855,182		2,836,939	
Cash-Premier Investment Account (PIA)	3,161,009	6,016,691	6,950,522	9,787,962
Term Deposits - General	6,030,671	6,030,671	0	0
Accounts Receivable	-158,264		-212,985	
Long Term Member Accounts Receivable	7,769		7,769	
NSF Cheques	2,717		956	
Accrued Interest	80,838		0	
HST - Input Tax Credits	16,262		28,696	
HST Receivable	0	(50,678)	1,222,896	1,047,331
Prepaid Expenses	219,691		258,096	
Prepaid Miscellaneous	150		10,563	
Inventory	14,733	234,575	18,019	286,677
Total Current		12,231,259		11,121,969
LONG TERM				
Land	470,000		470,000	
Furniture & Equipment	553,123		549,481	
Computer Equipment	1,181,924		924,410	
Website Development	471,351		414,194	
Building - 111 Moatfield Drive	10,929,938		10,929,938	
Building Additions	2,453,759		2,200,684	
Total Property & Equipment		16,060,095		15,488,706
Accumulated Depreciation - Furniture & Equipment	-283,370		-220,521	
Accumulated Depreciation - Computer	-721,944		-467,467	
Accumulated Depreciation - Website Development	-380,825		-296,446	
Accumulated Depreciation - Building	-2,155,704		-1,814,144	
Accumulated Depreciation - Building Additions	-1,544,701		-1,398,615	
Total Accumulated Depreciation		(5,086,545)		(4,197,193)
Net Fixed Assets		10,973,550		11,291,513
Investment in Pro-Demnity	33,392,693	33,392,693	32,807,966	32,807,966
Total Assets		56,597,502		55,221,448
LIABILITIES				
CURRENT				
Accounts Payable	23,000		-15,742	
Refund Clearing	7,689		4,558	
CExAC Payable	1,132,880		792,569	
CExAC Operating Fund	-501,415		-197,367	
RBC-LTD Clearing	-2,605		-4,897	
Stale Dated Refund	214		214	
HST Payable	242,007		294,661	
		901,770		873,995
Deferred Revenue - Fees	507,715		560,043	
Deferred Revenue - ConEd	8,977		6,240	
		516,692		566,283
Mortgage Payable - Current	145,373	145,373	145,373	145,373
Total Current		1,563,834		1,585,651
LONG TERM				
Mortgage Payable - Long Term	4,102,730		4,296,560	
Total Long Term Liabilities		4,102,730		4,296,560
Total Liabilities		5,666,565		5,882,211
EQUITY				
Members' Equity	43,894,721		43,070,065	
Major Capital Reserve Fund (Internally Restricted)	1,250,226		749,735	
Operating Reserve Fund (Internally Restricted)	1,148,127		1,048,127	
Legal Reserve Fund (Internally Restricted)	202,500		162,500	
Surplus/(Deficit)	4,435,364		4,308,811	
Members Equity Closing		50,930,938		49,339,238
Total Liabilities & Equity		56,597,502		55,221,448

ONTARIO ASSOCIATION OF ARCHITECTS

Statement of Cash Flows

Three Months Ended February 28, 2023

Operating Activities:

Excess (deficiency) of revenue over expenses	4,435,364
--	-----------

Add items not involving cash:

Amortization of property and equipment	194,865
--	---------

Loss on Disposal of property and equipment	
--	--

Income from investment in Pro-Demnity Insurance Company	0
---	---

Net change in non-cash working capital items:

Accounts receivable	600,817
---------------------	---------

Inventories	(232)
-------------	-------

Prepaid expenses	170,007
------------------	---------

Accounts payable and accrued liabilities	(33,381)
--	----------

Deferred revenue	(314,088)
------------------	-----------

Major Capital Reserve Fund (Internally Restricted)	0
--	---

Operating Reserve Fund (Internally Restricted)	0
--	---

Legal Reserve Fund (Internally Restricted)	0
--	---

Cash flows from operating activities	5,053,352
---	------------------

Financing Activities:

Mortgage Payable - Current	(48,457)
----------------------------	----------

Cash flows from financing activities	(48,457)
---	-----------------

Investing activities:

Short-term deposits	0
---------------------	---

Purchase of property and equipment	(71,422)
------------------------------------	----------

Cash flows from investing activities	(71,422)
---	-----------------

Net increase/(decrease) in cash during the year	4,933,472
--	------------------

Cash, beginning of year	1,083,219
-------------------------	-----------

Cash, end of period	6,016,691
----------------------------	------------------

Statement of Revenue and Expenses
Three Months Ended February 28, 2023

	2022			2023										
	ACTUAL-YTD			ACTUAL-YTD			ANNUAL BUDGET			BUDGET PROJECTION			BUDGET VARIANCE	
	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total
REVENUE														
Fees		5,845,358	99.5%	5,879,284	99.2%		7,413,907	88.0%		7,413,907	88.0%		0	
Classifieds Revenue		7,608	0.1%	4,500	0.1%		22,000	0.3%		22,000	0.3%		0	
Conference Revenue		-150	0.0%	0	0.0%		614,665	7.3%		614,665	7.3%		0	
Continuing Education:		0								0				
Admission Course Revenue		0	0.0%	0	0.0%		7,000	0.1%		7,000	0.1%		0	
Continuing Education Revenue		12,193	0.2%	11,692	0.2%		50,175	0.6%		50,175	0.6%		0	
Fundamentals of Architectural Practice		0		0	0.0%		8,985	0.1%		8,985	0.1%		0	
Documents, Job Signs & Other Revenue		3,034	0.1%	4,139	0.1%		20,000	0.2%		20,000	0.2%		0	
ExAC Jurisdiction Exam Fee		0	0.0%	0	0.0%		70,000	0.8%		70,000	0.8%		0	
Interest Earned		1,924	0.0%	24,379	0.4%		187,600	2.2%		187,600	2.2%		0	
Misc Fees		0	0.0%	0	0.0%		0	0.0%		0	0.0%		0	
Pro-Demnity:		0		0						0				
PCS Transfer		0	0.0%	3,439	0.1%		5,500	0.1%		5,500	0.1%		0	
Awards Income		0		0	0.0%		0	0.0%		0	0.0%		0	
Recovery of Discipline Charges		6,000	0.1%	750	0.0%		24,000	0.3%		24,000	0.3%		0	
										0				
Total Revenue		5,875,967	100.0%	5,928,183	100.0%		8,423,832	100.0%		0	8,423,832	100.0%		0
										0				
EXPENDITURES										0				
										0				
Council & Executive		223,658	14.3%	250,298	16.8%		1,413,176	16.8%		1,413,176	16.8%			0
AGM (Annual General Meeting)		0		0			30,713			30,713			0	
Committees & Task Groups:		0								0				
Governance and HR Committee		15,375		0			36,291			36,291			0	
Finance and Audit Committee		0		0			1,839			1,839			0	
Construction Design Alliance Ontario (CDAO)		42		948			6,186			6,186			0	
Joint OAA/Arido Task Group		0		0			10,956			10,956			0	
Miscellaneous Committee Expense		0		424			1,000			1,000			0	
OAA/OGCA Best Practices Committee		0		0			3,003			3,003			0	
Policy Advocacy Coordination Team (PACT)		0		0			61,689			61,689			0	
Council & Executive		16,363		44,730			279,095			279,095			0	
Legal:		0								0				
Legal General		6,382		32,298			35,000			35,000			0	
Liaison With Gov't & Other Organizations		6,500		0			1,000			1,000			0	
National:		0								0				
Canadian Architectural Certification Board (CACB)		17,996		-171			30,000			30,000			0	
ROAC Meetings		43,562		0			59,680			59,680			0	
International Relations Committee		5,530		0			5,000			5,000			0	
RAIC Festival		0		0			17,000			17,000			0	
Tri-National Agreement		0		0			0			0			0	
OAAAS		0		350			0			0			0	
Integration Committee OAA Technology Program		0		0			5,067			5,067			0	
Salaries & Benefits Council & Exec		111,889		171,701			829,659			829,659			0	
Regulatory:		246,010	15.7%	213,448	14.3%		829,659.48	1,436,580	17.1%		1,436,580	17.1%		0
Committees:										0				
Complaints Committee		6,105		3,738			64,850			64,850			0	
Discipline Committee		1,981		1,645			66,382			66,382			0	
Experience Requirements		340		600			42,158			42,158			0	
Fees Mediation Committee		0		0			5,000			5,000			0	
Registration Committee		0		0			24,200			24,200			0	
The Interns' Committee		0		0			11,236			11,236			0	
Exam for Architects in Canada (ExAC):		0								0				
ExAC Exam Administration		10,596		7,281			79,550			79,550			0	
Legal:		0								0				
Legal -Reg Amendments (Names)							50,000			50,000				
Act Enforcement		3,966		7,642			55,000			55,000			0	
Appeals		0		1,000			40,000			40,000			0	
Discipline Hearings		8,756		3,959			75,000			75,000			0	
Fees Mediation		0		0			0			0			0	
General		450		2,731			20,000			20,000			0	
Registration Hearings		0		0			10,000			10,000			0	
Salaries & Benefits - Registrar		213,816		184,852			893,204			893,204			0	
Practice Advisory:		96,349	6.1%	139,463	9.3%		-	742,325	8.8%		742,325	8.8%		0
Legal-Practice		1,320		1,954			57,750			57,750			0	
Committees:		0								0			0	
Engineers, Architects, Building Officials (EABO)		0		0						0			0	
Practice Resource Committee		0		0			20,133			20,133			0	
Salaries & Benefits - PA		95,029		137,509			664,442			664,442			0	
Communications:		123,973	7.9%	160,176	10.7%		1,022,110	12.1%		1,022,110	12.1%			0
Committees:										0				
Communications Committee		0		0			15,968			15,968			0	
Community Outreach Program		0		0			930			930			0	
Content Creation/Publications		0		0			36,000			36,000			0	
Cyber Security Insurance		5,821		7,375			6,000			6,000			0	
French Translation Costs		0		0			20,000			20,000			0	
Honors & Awards		-5,491</												

Statement of Revenue and Expenses
Three Months Ended February 28, 2023

	2022						2023							
	ACTUAL-YTD			ACTUAL-YTD			ANNUAL BUDGET			BUDGET PROJECTION			BUDGET VARIANCE	
	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total
Building Committee	0			13,895			105,000			105,000			0	
Commercial Insurance	32,568			36,604			33,000			33,000			0	
Heat, Light & Water	66			123			2,500			2,500			0	
Maintenance & Security	22,116			24,092			74,760			74,760			0	
Mortgage Interest & Fees	24,407			23,350			94,012			94,012			0	
Property Taxes	6,466			0			48,000			48,000			0	
Council Policy Development:		0	0.0%		37,325	2.5%		109,349	1.3%		109,349	1.3%		0
Council Policy Development Contingency	0			0			109,349			109,349			0	
OAA Roundtable Discussion with Firms re. Equity, Diversity & Inclusion (EDI) Best Practices	0			0			0			0			0	
Big Think' roundtable session on Grades K-12 architectural education in Ontario	0			0			0			0			0	
Rise or Architecture Project -funding for the first year of the proposal for phase 3 (2023)	0			0			0			0			0	
Prior Years' Development:	0			0			0			0			0	
Firewall Legal Opinion				20,000			0			0			0	
Total Energy Use Intensity Calculator (TEUI)	0			4,875			0			0			0	
UofT - Future of LTC	0			2,450			0			0			0	
Consultant re Scope of Practice of the Licensed Technologist OAA	0			10,000						0			0	
Depreciation		0	0.0%		194,865	13.1%		779,458	9.3%		0	779,458	9.3%	0
Computer	0			62,002			248,007			248,007			0	
Building	0			68,312			273,248			273,248			0	
Building Additions	0			35,596			142,385			142,385			0	
Furniture & Equipment	0			12,897			51,588			51,588			0	
Web	0			16,057			64,230			64,230			0	
Reserves		0	0.0%		0	0.0%				0				
Legal Reserve									0					
Major Capital	0									0				
Operating Reserve										0				
Expenditures before Extraordinary & YE Items		1,567,156			1,492,819			8,423,832			8,423,832			0
Surplus(+)/Deficit(-) Before Extraordinary & YE Items		4,308,811			4,435,364			-1			0			0
Extraordinary & Year End Items		0	0.0%		0	0.0%		0	0.0%		0	0.0%		0
Return on investment in Pro-Demnity	0			0						0			0	
Total Expenditures		1,567,156			1,492,819			8,423,832			8,423,832			0
TOTAL REVENUE		5,875,967			5,928,183			8,423,832			8,423,832			0
TOTAL EXPENDITURES		1,567,156	100.0%		1,492,819	100.0%		8,423,832	100.0%		8,423,832	100.0%		0
SURPLUS(+)/DEFICIT(-)		4,308,811			4,435,364			0			0			0
			100.0%			100.0%			100.0%			100.0%		

Salaries
by %

100.00%

			2023								
			BALANCE		APPROVED		ACTUAL-YTD			ANNUAL BUDGET	
							Detail	Total	%	Detail	Total
Council Policy Development:			45,814		63,535		37,325			109,349	
Council Policy Development Contingency										109,349	
1	Firewall Legal Opinion Invoice #1 Koziembrock Law #5911 Jan 3 2023				20,000	20,000					
2	Long-Term Care research Project Bev Cline Invoice Feb 15 2023				2,450	2,450					
3	TEUI Calculator (carryforward from 2022)				4,875	4,875					
4	Consultant re Scope of Practice of the Licensed Technologist OAA (carryforward from 2022)				10,000	10,000					
5	OAA Roundtable Discussion with Firms re. Equity, Diversity & Inclusion (EDI) Best Practices				3,000						
6	Big Think' roundtable session on Grades K-12 architectural education in Ontario				3,000						
7	Rise for Architecture Project -funding for the first year of the proposal for phase 3 (2023) be based on a per architect allocation of \$8.60				20,210						
Nancy, note that Council has approved funding for Phase 3 of the project at an amount of \$8.60 per architect. This is approximately double that which was set in the 2023 budget, therefore the other half of the funding is to be allocated to the policy contingency for 2023. Also of note under #6 of the recommendations that there may be a request for funding in the development of the Policy which will be allocated to Policy contingency. There is no amount defined currently.											

ONTARIO ASSOCIATION OF ARCHITECTS
Committee Statement
 Three Months Ended February 28, 2023

2023			
BUDGET	BUD PROJECTION	ACTUAL	
Standing Committees	135,918	135,918	0
Governance and HR Committee	36,291	36,291	0
Finance and Audit Committee	1,839	1,839	0
Communications & Public Education Committee (CPEC)	15,968	15,968	0
Practice Resource Committee (PRC)	20,133	20,133	0
Policy Advocacy Coordination Team (PACT)	61,689	61,689	0
Statutory Committees	481,685	481,685	5,983
Executive Committee	279,095	279,095	
Discipline Committee	66,382	66,382	1,645
Complaints Committee	64,850	64,850	3,738
Experience Requirements Committee	42,158	42,158	600
Registration Committee	24,200	24,200	0
Fees Mediation Committee	5,000	5,000	0
Practice Review Committee (Mandate Fulfilled by PRC see above)	n/a	n/a	n/a
Discretionary Committees	121,303	121,303	13,895
Building Committee	105,000	105,000	13,895
Interns Committee	11,236	11,236	0
OAA Technology Program Integration Committee	5,067	5,067	0
Operational (Staff-led) Committees	0	0	0
Continuing Education Advisory Group	0	0	
Education Committee	0	0	0
	738,906	738,906	19,878

ONTARIO ASSOCIATION OF ARCHITECTS

Statement of Members Equity

Three Months Ended February 28, 2023

Members Equity Year to Date (YTD)

	Detail	Total
Total Members Equity		50,930,938
Less: Current YTD Surplus from P&L		4,435,364
Less: Allocated Reserves (Restricted)		2,600,853
Legal Reserve	202,500	
Major Capital Reserve	1,250,226	
Operating Reserve	1,148,127	
Less: Pro-Demnity Insurance		33,392,693
Less: Property & Equipment		6,725,447
YTD Unrestricted Members Equity Available for Allocation		3,776,581
Future Reserve Allocation		
2022 Projected YE Reserve Allocation (Restricted)		297,850
Legal Reserve	40,000	
Major Capital Reserve	157,850	
Operating Reserve	100,000	
Remaining Unrestricted Members Equity 2022 YE		3,478,731

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

To: Council

April 27, 2023

(open)

ITEM: 6.5.a

Settimo Vilardi	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
Susan Speigel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

From: Governance Committee

Ted Wilson, Chair SVP & Treasurer	Susan Speigel, Immediate Past President
Settimo Vilardi, President	Elaine Mintz, LGIC Appointee
Michelle Longlade, LGIC Appointee	

Date: April 17, 2023

Subject: Update from OAA Governance Committee

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

The Governance Committee last met on March 24, 2023.

The following items of note were discussed by the Committee:

Meeting Dates: Meeting dates were set for the remainder of the year, as well as the date for the Executive Director and Registrar's annual performance review.

Committee Work Plan: The Committee reviewed its work plan for the year as drafted during the February planning workshop. The Committee will evaluate changes made as a result of the Governance Review including number of Council meetings, and composition of Executive Committee following a one year period of operation.

Review of ConEd Advisory Committee Terms of Reference: The draft TOR's were reviewed and are recommended for approval by Council under a separate agenda item for this meeting.

Draft Matrix of Amendments re. Act Modernization Project: The Registrar and Executive Director presented the full matrix of potential amendments under the Act modernization project. Recall that Governance Committee has been directed to work with management on this matrix prior to advancing to Council for further review and discussion.

Confidentiality and Non-disclosure Agreement for Committees and Advisory Groups: As discussed at the February planning session, a new Confidentiality and Non-disclosure Agreement for Committees and Advisory Groups was reviewed with the Committee. The document continues to be a work in progress and may be tweaked based on its' effectiveness and acceptance.

Amendments to the Reimbursement Policy: The Committee considered an amendment to cover travel and accommodation costs associated with past members of Council who are invited to Conference to be recognized. This item is recommended for approval under a separate agenda item for this meeting.

OAA Council Pins: The Committee approved the quote for the new OAA Council pins that are redesigned to reflect the new OAA Logo.

Staffing Updates: The Committee received staffing updates from OAA Manager Human Resources, Kathy Armbrust.

Action: For Information Only.

Attachments: None

Memorandum

To: Council

Settimo Vilardi	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
Susan Spiegel	William (Ted) Wilson
Thomas Yeung	Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 6.5.b

From: Kristiana Schuhmann, Vice President & PRC Chair

Date: March 31, 2023

Subject: Practice Resource Committee (PRC) - Update

Objective: To update Council on Practice Resource Committee (PRC) activities.

Activities Report – Practice Resource Committee (PRC)

Practice Resource Committee had its second meeting of the year on March 23, 2023. The meeting was a hybrid format.

The meeting focused on the following key items:

General Updates

In the News: The committee had a brief conversation about foreign trained architects as it related to the [CBC First Person](#) opinion column entitled “I wanted to make Canada my home. Then I realized my degree was worthless here”. Good feedback was received about the [OAA President’s letter of March 21st](#).

CSA Access Program: Staff provided a brief update on ongoing contract negotiations for the renewal of CSA Access Standards Access Program. Committee provided general feedback on the usability of the CSA online platform, and ideas for communication strategies for the upcoming year. Staff pointed out to key information on the program which is on the [program’s webpage \(member side\)](#). There was some discussion regarding the “read only” vs. downloadable option for the standards. Staff provided background that this was explored back in 2020, but the cost was prohibitive.

OAA Contract Suite 2021: PAS continues to repeat the 4-part webinar series on the new contract suite, with the participation of McMillan LLP, one of the law firms involved in developing the OAA 2021 contract suite. Discussion about posting the recordings of the webinars on the YouTube OAA channel are ongoing. On average, attendance is in the



range of 200+ persons. Updated versions of the OAA 2021 contracts are now on the website. This update is partially the result of feedback from members. In general, the contracts are well received. PAS has been focusing on educating members on the new contracts since Fall 2022, and are in the early stages of planning to prepare content targeted for client groups. Members suggested to also consider including lawyers (i.e. Law Society) in the educational effort. PAS reminded the committee that a roundtable with OBA was also conducted to get important insight for the contracts.

Public Reviews: Committee members were encouraged to participate in the public reviews linked to the harmonization of buildings codes. OAA members have been made aware of the reviews via OAA News, Social media posts and Practice Advisory E-newsletters.

- **Deadline March 30:** Review of the draft policy recommendations for developing and implementing greenhouse gas emissions provisions in the National Model Codes. OAA has uploaded its submission on the [Government Relations Portal on March 30th](#).
- **Deadline April 27:** Winter 2023 public reviews of proposed changes to the 2020 editions of the National Model Codes.

Document Development and Maintenance

1. **Data Code Matrices Updates** – (refer to PRC Workplan attached): Given the extensive changes to the OBC, the Data Matrices have to be reviewed to confirm they are still correct. As per the 2023 workplan, PRC has been tasked with review of the Word version of the matrices and code updates. Committee members picked which matrix they will review. Expertise in Excel was also discussed in relation to updating the Data Matrix Workbook.
2. **Continued Production of Documents: Procedures at a Glance - CCA and Procurement:** The committee reviewed the work tracker spreadsheet and discussed current draft articles with topics such as scope creep, re-use of BIM models, QA/QC, value engineering, etc.

Other general practice topics/Emerging Issues discussed:

- None. Committee focused on discussions around document development and maintenance.

Action

None. For Information Only.

Attachments

None.

Memorandum

To: Council

Settimo Vilardi
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
Lara McKendrick
Deo Paquette
Greg Redden
Susan Speigel
Thomas Yeung

Farida Abu-Bakare
Ida Badre
Kimberly Fawcett-Smith
Jennifer King
Michelle Longlade
Elaine Mintz
Clayton Payer
Kristiana Schuhmann
William (Ted) Wilson
Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 6.5.c

From: Susan Speigel, Chair, Policy Advisory Coordination Team (PACT)

Len Abelman
Arnav Garde
Clayton Payer
Daniela Veisman

Toon Dreessen
Christina Karney
John Stephenson

Date: April 12, 2023

Subject: Update on the Policy Advisory Coordination Team's (PACT) work.

Objective: To update Council on PACT's ongoing work.

PACT met last on April 4, 2023 and will meet again on May 25, 2023. The Committee continues to work on many issues including:

- **National Architecture Policy:** On Friday March 31, the OAA hosted the National Architecture Policy steering committee for a full day meeting at its building. Representatives of the OAA, including Kristi Doyle, Toon Dreessen, Cynthia Mykytyshyn, John Stephenson, and Sara Trotta attended the meeting. Stephenson briefly reported to PACT about the meeting and noted that the steering committee is in the process of developing a work plan to move their project forward.

Rise for Architecture (national architecture policy) is on PACT's work plan and work will be done on it once ROAC gives direction to the regulators in terms of how they would like support to move forward on items that emerge from their work plan. One way that PACT may be involved is by hosting a Big Think later this year to further the work of the national group.

- **Employment Standards Act Reform:** On March 30, 2023, the OAA met with Ministry of Labour, Immigration, Trade, and Skills Development staff to discuss



the removal of professional exemptions from the *Employment Standards Act*. Ministry staff is not well-versed about the exemptions, but agreed to do some research and follow up with OAA staff.

- Housing Affordability: On April 6, 2023, government introduced the [Helping Homebuyers, Protecting Tenants Act](#). If passed, this legislation will further strengthen homebuyer protections, support tenants and streamline the rules around land-use planning. OAA staff is closely examining the legislative proposal and will work closely with PACT to draft a response.
- Big Think on Heritage: PACT is interested in hosting a Big Think Discussion on Heritage. In particular, the Committee would like to explore how the heritage discourse can be expanded to better connect it to the climate action theme. The Committee intends to carry this project out in 2024.

Action

None. For information only.

Attachments

None.



Memorandum

To: Council

Settimo Vilardi
Loloa Alkasawat
J. William Birdsell
Christina Karney
Natasha Krickhan
Lara McKendrick
Deo Paquette
Greg Redden
Susan Spiegel
Thomas Yeung

Farida Abu-Bakare
Ida Badre
Kimberly Fawcett-Smith
Jennifer King
Michelle Longlade
Elaine Mintz
Clayton Payer
Kristiana Schuhmann
William (Ted) Wilson
Marek Zawadzki

FOR COUNCIL MEETING

April 27, 2023

(open)

ITEM: 6.5.d

From: Building Committee

Sheena Sharp, Chair
Lara McKendrick, Councillor
Thomas Leung, Councillor

Date: April 16, 2023

Subject: Update re. OAA Landscape Design Competition

Objective: To provide Council with an update on the advancement of the Landscape Design Competition.

Recall that Council approved a proposal to conduct a design competition for the renewal and revitalization of the OAA landscape and site. Approved in principle last fall, the proposal outlined the details for a two-stage limited competition that would be developed and facilitated through the engagement of a Professional Advisor. Accordingly, an RFP was issued for this role in late 2023. The Building Committee and Executive Director interviewed two architects in February. The interview process was very informative and provided an opportunity to gain a much better understanding what would be most appropriate in terms of an approach to the planned competition.

As a result of the interview process, it became clear that a one-stage competition may be more appropriate given the size of the site, a few notable restrictions, as well as the anticipated modest size of the project budget. The Committee agreed to work with Architect Joe Lobko, who was one of the individuals interviewed, to conduct a half day workshop intended to a) review the existing site conditions at the OAA HQ; b) imagine at least two scenarios for revitalization i.e. replace and repair or reimagine the ground plane; and, c) compile these ideas into sketches with a brief scope of work description to enable an initial cost estimation for the work involved.



The workshop took place on April 11 at the OAA Headquarters. Landscape Architect Jim Melvin and Cost Consultant Tom Ingersoll were engaged to assist with the work. Sheena Sharp, Chair of the Building Committee also attended. Architect, Joe Lobko is preparing a report of the results of the workshop for review by the Building Committee prior to presentation of that report to Council at its June meeting.

The Building Committee is confident that this preliminary step, and a move to a one-stage competition will bring further clarity to competitors in terms of the project objectives as well a level of certainty around the competition and construction budgets.

In terms of timeline, following Council's review and approval at the end of June, the competition details and materials would be developed over the summer months. The competition itself would run for approximately 6-8 weeks in the fall. The jury would simultaneously be chosen and jurying would occur in late November. The final selection would be presented to Council at its December 1 meeting. In the first two weeks of December, a public event would be hosted at the OAA to view the submissions and the winning design. Work would get underway in early 2024.

Other Items to Note

A successful Blower Door Test was conducted at the OAA Headquarters Building on April 13. Thirty members were in attendance for the presentation and to witness the test. Due to the warm weather, we were unable to complete the infrared/thermal scanning. This will be completed shortly. A Report regarding the airtightness of the building following our major renovation will be issued later this spring.

The National Research Council anticipates having the first OAA Headquarters *Report on Achieving Net Zero* ready in mid to late May based on the sub-metering done and occupant surveys completed. The preliminary data is very positive.

The elevator modernization project is moving along. The onsite work is scheduled for late June/July 2023.

The Committee will be considering options to replace the 'President's Wall' in the Headquarters Building and are anticipating a report in the second half of the year.

Action

For Information Only.

Attachments

None.

Montréal, Québec | April 21, 2023 | 9:00 AM - 3:10 PM | **AGENDA**

AGENDA ITEM		AGENDA TOPIC	PRESENTER
	8:00 AM	Breakfast available in Anderson Foyer	
1.0	9:00 AM –	Welcome	Chair
	9:10 AM	1.1 Adoption of Agenda	
		1.2 Review of Previous Meeting Minutes/Business Nov 2022	
		1.3 Confirm Attendance of Non-Voting Attendees	
2.0	9:10 AM –	ROAC Chair's Report	Chair
	9:25 AM	2.1 Semi-Annual Report	
3.0	9:25 AM –	Elections and Appointments	Chair
	9:30 AM	3.1 ROAC National Coordinator	
		3.2 Board Representatives	
4.0	9:30 AM –	Canadian Architectural Certification Board	Lisa Landrum – Virtual
	9:50 AM	4.1 Update from the Office of the President	
		4.2 CACB Report to ROAC	
5.0	9:50 AM –	CACB – CCCA	Chair
	10:05 AM	5.1 Discussion: CACB-CCCA Report	
	10:05 AM –	Break – Coffee	
	10:30 AM		
6.0	10:30 AM –	CACB Standing Committee	Dave Edwards - Virtual
	11:30 AM	6.1 Semi-Annual Report to ROAC	
7.0	11:30 AM –	Future of Architecture Sub-Committee – Virtual	Darryl Condon - Virtual
	12:10 PM	7.1 Update - Implementation Working Group	
		7.2 MAA Update – Opt-Out of Funding Future of Architecture	
	12:10 PM –	Lunch – Served in Anderson Foyer	
	1:10 PM		
8.0	1:10 PM –	Report from the Administrator's Committee Meeting	Kristi Doyle
	1:25 PM		
9.0	1:25 PM –	Committee for the Examination of Architects	Stephen Terauds – Virtual
	1:45 PM	9.1 CExAC Report to ROAC	

AGENDA ITEM		AGENDA TOPIC	PRESENTER
10.0	1:45 PM –	International Relations Committee	Scott Kemp - Virtual
	2:05 PM	10.1 IRC Report to ROAC	
11.0	2:05 PM –	Discussion: CCUSA	Ian McDonald
	2:30 PM	11.1 Student Hours – IAP (McDonald)	Mark Vernon
		11.2 Continuing Education Standard - Chicklet Chart (Vernon)	
		11.3 Determine Fall Date To Meet With The Schools	
12.0	2:30 PM –	CHOP Update and Planning	Chair
	2:55 PM	12.1 Discussion: RAIC	
13.0	2:55 PM –	New/Other Business	Chair
	3:10 PM	13.1 Confirm Date, Location Of Fall Meeting & ROAC AGM	
	3:10 PM	Adjournment – Coffee and snacks available in Anderson Foyer	

FOR COUNCIL MEETING
April 27, 2023
(open)
ITEM: 7.2



CACB-CCCA Latest Activities

Prepared for the Regulatory Organizations of Architecture
in Canada Board Meeting.

April 21, 2023

Mourad Mohand-Said B.Arch, M.Sc.A, Hon. MRAIC

April 3, 2023

Table of Contents

1. RECENT ACTIVITIES2

2. PROGRAMS OPERATION AND HIGHLIGHTS5

 ACCREDITATION PROGRAM..... 5

 ACADEMIC CERTIFICATION PROGRAM 6

 BROADLY EXPERIENCED FOREIGN ARCHITECTS (BEFA) CERTIFICATION PROGRAM.. 8

3. INTERNATIONAL ACTIVITIES.....10

 THE CANBERRA ACCORD..... 10

APPENDICES

 Appendix A: CACB-CCCA Directors Nomination and Election Process 11

1. RECENT ACTIVITIES

Board's Nominations

[The 2022-20232 Board's Composition](#) consists of:

- Lisa Landrum, PhD, M.ArchII, B.Arch, MAA, FRAIC, AIA – PRESIDENT
- Peter Osborne, B.E.D.S., M.Arch., Architect AAA, AIBC, SAA, MAA, OAA, FRAIC, LEED AP – VICE-PRESIDENT
- Jessie Andjelic, Architect AAA, B.Comm Culture, M.Arch, LEED AP – SECRETARY
- Rob Bateman, AANB, OAQ, LEED AP – TREASURER
- Anna Richter, OAA, MRAIC, LEED AP
- George Cotaras, NSAA, FRAIC
- Tammy Gaber, Ph.D, M.Sc, B.Arch, B.E.S, MRAIC
- Baldwin Hum, Architect AIBC
- Shane Laptiste, Architect OAA, AAA, MRAIC, LEED-AP BD+C
- Fiona Hamilton B.Env.D., M.Arch, Intern, AANB

Board Meetings:

The first of the four Board meetings was held virtually on March 17, 2023. The upcoming ones are:

- June 10, 2023, in Winnipeg (MB),
- September 15, 2023 (virtual);
- November 17-18, 2023, in Québec (QC)

2022-2025 Strategic Plan

The CACB-CCCA has developed a three-year (2022-2025) [Strategic Plan](#) in consultation with its Members to advance the high-quality delivery of its [mandates](#) and to play a key role as a liaison to its Members.

2022 Conference Report

The CACB-CCCA Conference was successfully held on October 27-30, 2022, at the Marriott Hotel in Ottawa, ON. More than 120 delegates representing the profession took part in discussions pertaining to the Conference theme: *Architecture Continuum: Collaborate, Educate, Integrate*, on how to make the architecture education continuum better integrated for students, educators, interns, and practitioners.

The conclusions and the recommendations that emerged from the conference are captured in the 2022 Conference Report, which is available through the [2022 Conference webpage](#).

The Conditions and Procedures for Accreditation Writing Committee

The CACB-CCCA has established a committee to write and update the CACB-CCCA Conditions and Procedures for Accreditation in view of the Conference Report. Members are listed on the [2022 Conference webpage](#). So far, the group has met twice (March 1 and April 5, 2023) and plans to meet online again in May and in person on June 9 in Winnipeg, ahead of the board meeting.

Research

The CACB-CCCA published on December 15, 2022, a [narrative analysis along with Comparative Data Graphs \(2022\)](#) of its research project, with [Mitacs](#) support, which analyzed Accreditation data from 2003 to 2019 to identify trends in Canadian architectural education.

Nominating Committee: Enhanced Process

The CACB-CCCA has developed, in consultation with the Members, an updated Nominating Process for the appointment of new Directors on the Board (see attached appendix). A call for Nominations was issued, via the Nominating Committee, to the Members on March 15, 2023. The process will culminate in receiving, on September 30, 2023, the slate of names of Directors to be elected at the Annual General Meeting of the Members in October and to be welcomed at the CACB Board meeting in November 2023.

Budget Approval

The CACB-CCCA is still awaiting from ROAC approval of its 2023 Budget, which was submitted to both Members in August 2022. ROAC Standing Committee supplied questions on aspects of the budget on Oct. 25, which CACB-CCCA responded to on Nov. 4, and again later in November. After several attempts, a virtual meeting was held on March 24, 2023, with the ROAC Standing Committee and the CACB-CCCA's Finance Committee without reaching approval. Currently, the CACB-CCCA operates under its reserve funds.

More BEFA Assessors needed

More BEFA assessors are still desperately needed to manage the increasing number of applicants and to meet the required timelines. A call for nominations for 30 new assessors was issued two years ago through the ROAC Standing Committee, and so far only 13 have been received.

BEFA Training Program

The 13 newly appointed assessors were invited to an in-person session on January 28, 2023 in Montreal, QC, to observe live interviews as the last stage of their training. Panel Chairs and Members of the ROAC Standing Committee were also invited to attend and to provide the new assessors with their valuable experience and advice.

Accreditation Training Program

The CACB-CCCA has updated its 2017 version of the Accreditation Program by incorporating recently developed requirements and procedures for virtual portions of the accreditation visits.

In preparation for the 2024 visits cycle, training sessions are being scheduled with Program Administrators, Team members, and Team Chairs.

The Training Program consists of two phases:

- Phase 1: Training for both Programs and Team members about the Accreditation Process; and
- Phase 2: Customized Training on the Visit Preparation for the Programs, and for Team members

In addition to the training for the Programs and the Team Members, dedicated training for Team Chairs has been updated and will be scheduled in late spring 2023.

Hybrid Accreditation Visit Model

The Board has approved the implementation of the Hybrid Model developed by the Training Committee for Initial and Maintenance Accreditation Visits. The respective Template Visit Agendas were updated accordingly. [Resources / CACB](#)

2. PROGRAMS OPERATION AND HIGHLIGHTS

ACCREDITATION PROGRAM

Canada counts 12 Accredited Programs. <https://cacb.ca/accredited-programs/>

Accreditation Visits

- **2023 Cycle:** 2 Focused Evaluations Reviews:
 - Université Laval; and
 - Toronto Metropolitan University

No visits are scheduled in 2023 because of the Maintenance Accreditation Cycle. The CACB-CCCA will use this opportunity for training by organizing virtual training sessions for the Programs, the Visiting Team Members, and the Team Chairs.

- **2024 Cycle:** 4 Maintenance Visits:
 - University of Calgary;
 - Carleton University;
 - Laurentian University, and
 - University of Waterloo
- **2025 Cycle:** 3 Maintenance Visits:
 - University of British Columbia;
 - University of Manitoba, and
 - McGill University

Annual Reporting

- All programs have received reminders that their Annual Reports are due by June 30, 2023, along with the HR-Statistical-Report template (A-8)
- Starting in 2023, Annual Reports will be reviewed by the Annual Review Committee.
- Consultation sessions will be scheduled in April to help the Programs prepare for the AR submission with a focus on Appendix-8 to ensure consistency in data reporting and their usage by the Research Committee.

ACADEMIC CERTIFICATION PROGRAM

Statistic Highlights

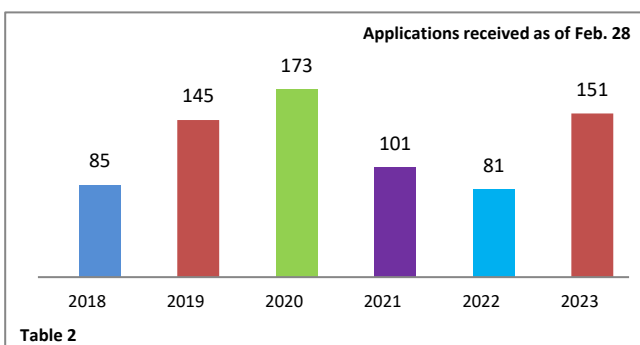
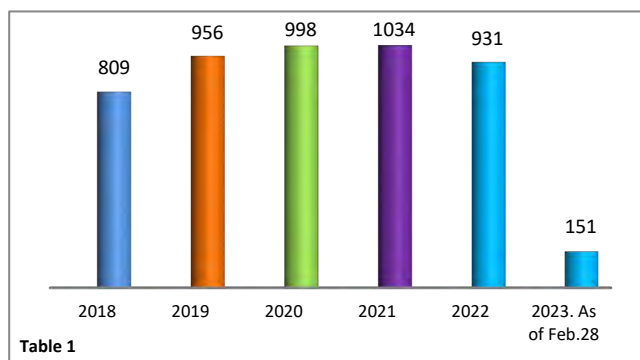
Applications Received

An average total number of 945 applications were received each year between 2018 and 2022 for all modes of [Academic Certification](#).

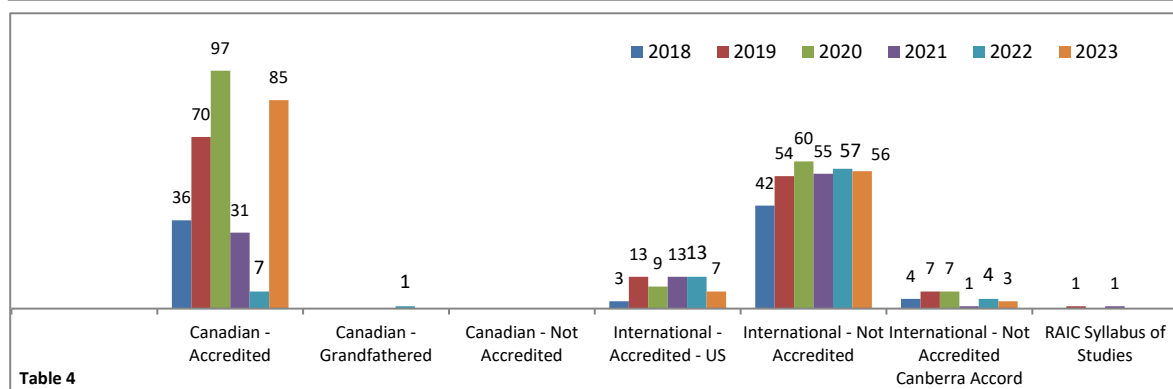
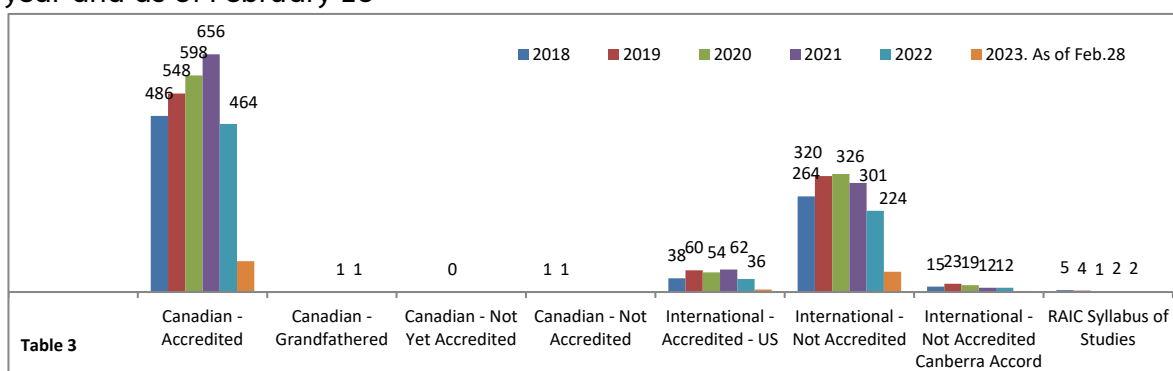
In 2023, as of February 28, a total of 151 applications have been received.

In comparison to 2022, we have received 70 applications more in 2023, all from Canadian Accredited graduates.

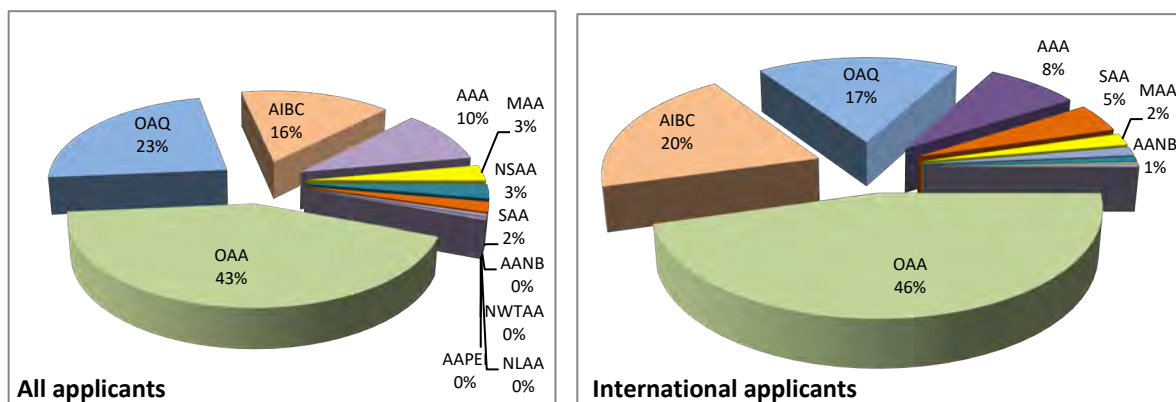
The number of International not-accredited programs, including Canberra Accord, stayed steady (59 in 2023 and in 2022). (See table 4 below)



The tables below show the total applications received by modes of certifications in a year and as of February 28

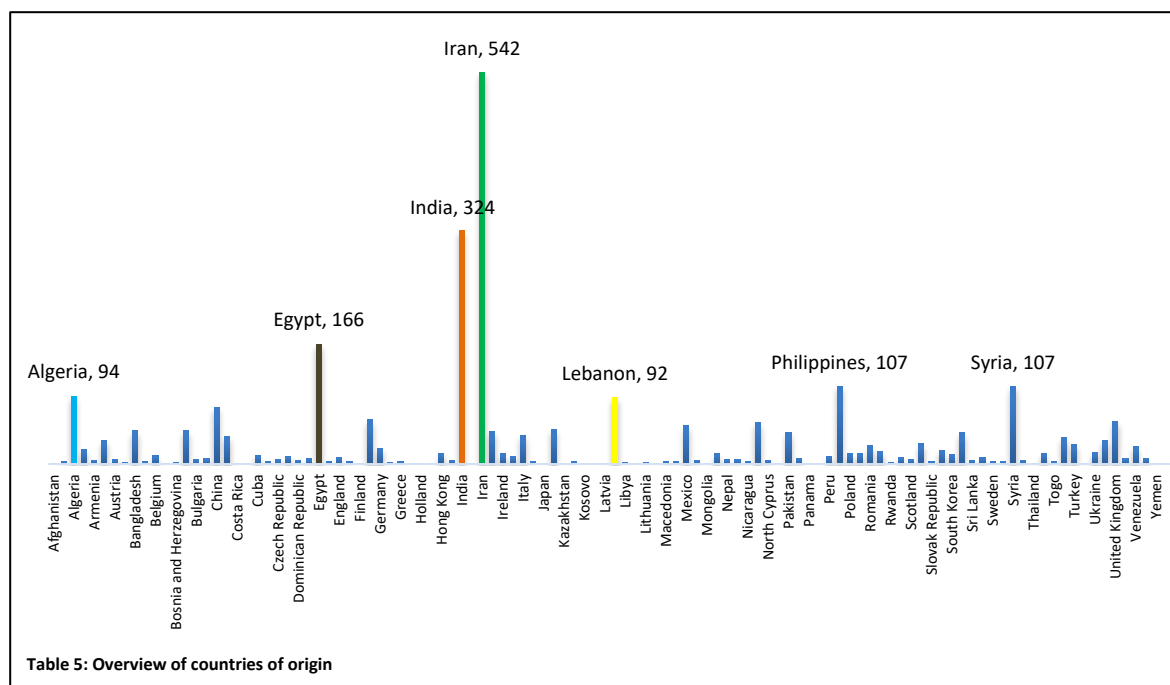


Applications Received by Jurisdiction



Country of Origin of Foreign Graduate Applicants

Iran, India, and Egypt are the Top 3 countries of origin. Algeria is the first francophone country of origin

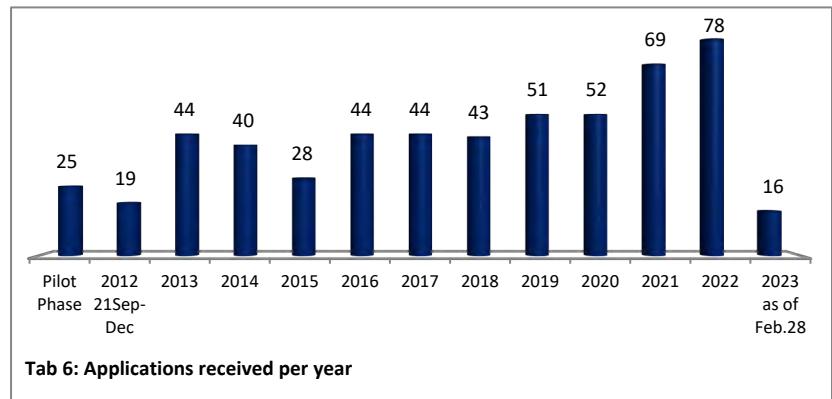


BROADLY EXPERIENCED FOREIGN ARCHITECTS (BEFA) CERTIFICATION PROGRAM

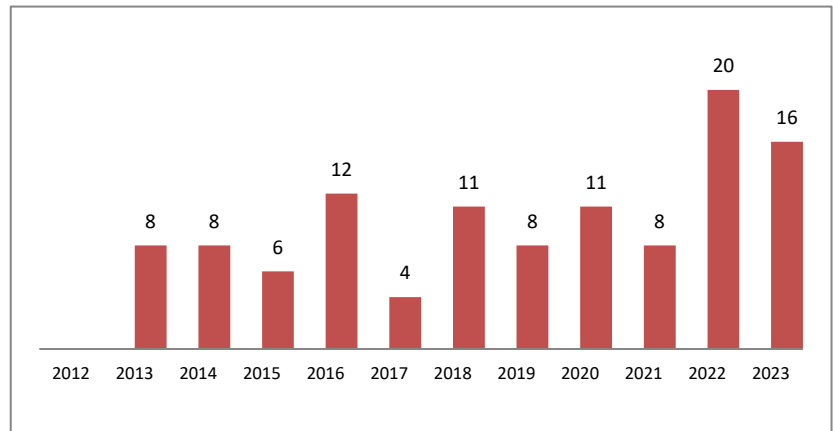
Statistic Highlights

Applications Received

As of February 28, 2023, a Grand Total of 553 applications has been received since 2012 for the [BEFA Program](#)



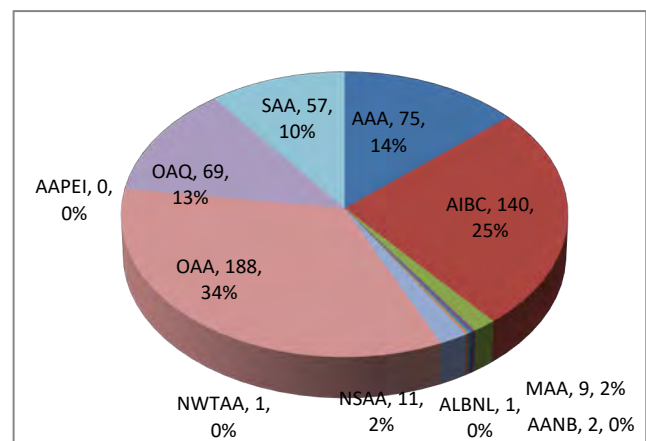
2021 and 2022 are the years we received the highest number of new applications (69 and 78 respectively). As the figures show, based on numbers of applicants received by February 28th, we will likely receive in 2023 a similar number as received in 2022.



Desired Jurisdiction for Registration

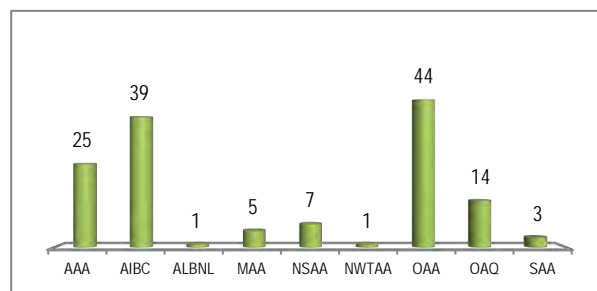
BEFA applicants expressed registration with the following Jurisdictions distribution:

- Ontario: 188;
- British Columbia: 140;
- Alberta: 75;
- Québec :69;
- Saskatchewan:57
- Nova Scotia: 11;
- Manitoba: 9;
- New Brunswick: 2
- Northwest Territories: 1; and
- Newfoundland and Labrador: 1



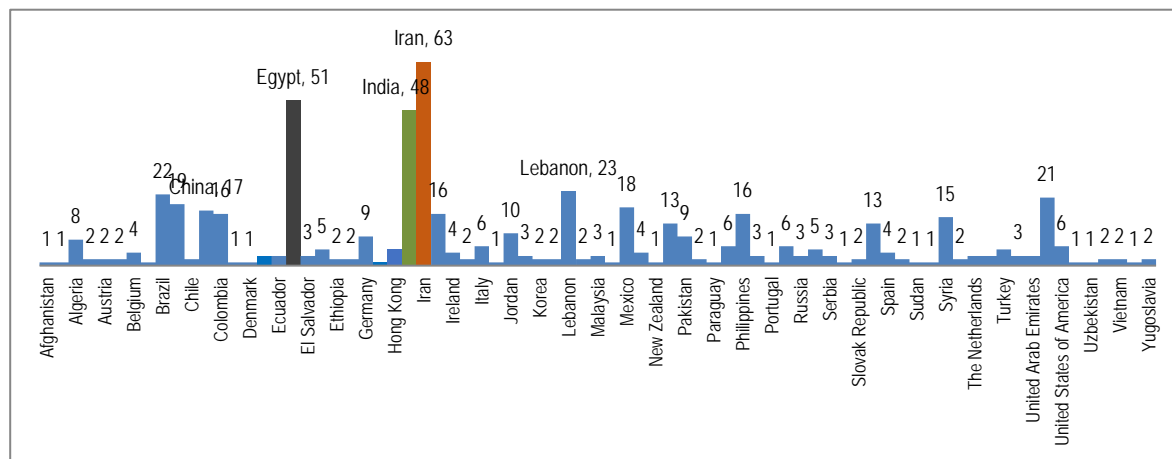
Certification

A total of 139 applicants have been granted BEFA Certification as of February 28, 2023.



Country of Origin of BEFA Applicants

Egypt, Iran, and India are the Top 3 countries of origin.



Interviews: 2023 Cycle

We are transitioning back to in-person interviews throughout 2023, while the remote format remains available upon request. As of February 28, 2023:

Winter 2023

Two (2) Interviews were scheduled:

- 2 In-Person format in Montréal, QC, on January 28th.

Newly appointed assessors observed the interviews as part of their training process.

Spring 2023:

Seven (7) interviews are scheduled:

- 2 remote format; and
- 5 In-Person format in Vancouver, BC, on May 27.

Fall 2023: Targeted dates and locations:

- Dates: November and 25th and December 2nd
- Locations: Toronto and Vancouver
 - The number of interviews depends on the number of applicants deemed eligible for an interview by the Assessment Panel.
 - Locations are determined as per the highest number of applicants from the Jurisdiction
 - The remote interview format remains available on request.

3. INTERNATIONAL ACTIVITIES

THE CANBERRA ACCORD

The CACB-CCCA is one of the ten (10) signatories of [the Canberra Accord](#). The latter consists of accrediting organizations that have substantial equivalent established accreditation systems for architectural education.

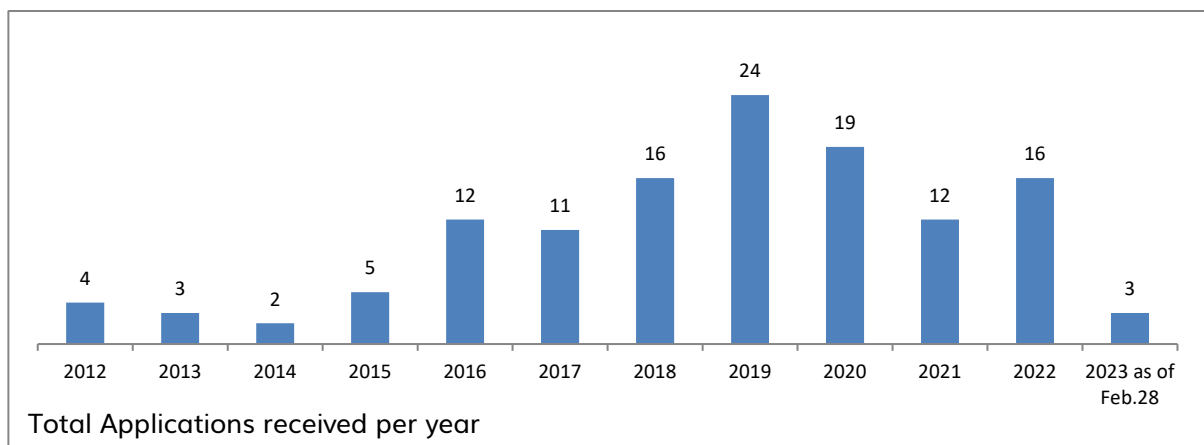
The General Meeting

The CACB-CCCA will attend the 9th General meeting of the Accord scheduled to be held in Hong Kong, on June 15-16, 2023 in an in-person format.

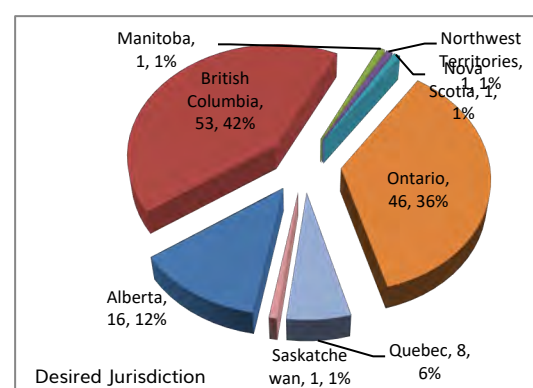
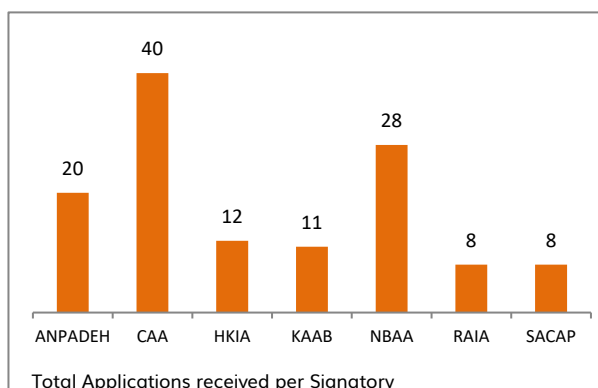
Implementation of the Accord

The Signatories are expected to facilitate the international mobility of the signatories' graduates and the portability of their educational by developing a process that will integrate them into their Credential Assessment System.

The CACB-CCCA has developed an assessment stream for Canberra Graduates since 2012. As of February 28, 2023, 127 applications have been received.



The applications were received with the following signatories and Jurisdictions distribution:



APPENDICES

Appendix A: CACB-CCCA Directors Nomination and Election Process

