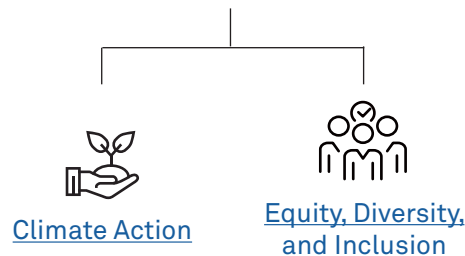# Ontario Association of Architects

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.
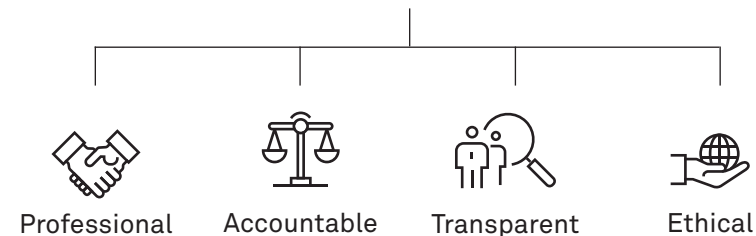
MANDATE

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.

Themes

Climate Action

Equity, Diversity, and Inclusion

Values

Professional

Accountable

Transparent

Ethical

Strategic Priorities

Regulatory Leadership

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.

Governance and Operations

Enhance our governance and operational practices to ensure an effective, inclusive, resilient, and transparent organization.

Member Competency

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.

Public Education

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.

	Regulatory Leadership	Governance and Operations	Member Competency	Public Education
Goal Statements	Bring the OAA's regulatory framework into alignment with current legal principles for professional regulators and modernize our legislative and governing documents to ensure the public interest continues to be served and protected.	Enhance our governance and operational practices to ensure an effective, inclusive, resilient, and transparent organization.	Ensure the continued professional competency and currency of OAA licensed members in order that they maintain their leadership role in the built environment accountable to the public interest.	Advance the public's understanding and recognition that architecture is integral to the quality of life and well-being of our society as experienced through a sustainable, resilient, and durable built environment.
Strategic Priorities	• Actively engage with government, legal counsel, and the Attorney General to advance the modernization of the *Architects Act* 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 *Architects Act* 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.	• 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.	• 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.	• 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	• 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.	• 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	• 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.	• 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

Ontario Association
of Architects

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.

Meeting # 289

O P E N   M E E T I N G   A G E N D A

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 June 20, 2023 Open Council Meeting *(see attached)*	
2 mins	**3.0**	**BUSINESS ARISING FROM THE MINUTES**	
	4.0	**ITEMS FOR REVIEW AND APPROVAL**	
2 mins	4.1	2024 Council Meeting Dates *(see attached)*	Executive Director
7 mins	4.2	2024 Conference – Proposed Program and Schedule *(see attached)*	Manager, Communications
10 mins	4.3	Conference 2026 Location – CPEC Recommendation *(see attached)*	Vice President Karney
7 mins	4.4	OAA Complaints Committee – Revised Terms of Reference *(see attached)*	Registrar
5 mins	4.5	Appointment of Lieutenant Governor in Council appointee to Finance and Audit Committee *(see attached)*	SVP & Treasurer
	5.0	**ITEMS FOR DISCUSSION**	
	6.0	**REPORTS**	
1 min	6.1	Report from the President – Activities for the months of June-September *(see attached)*	President
1 min	6.2	Report from the Executive Director *(see attached)*	Executive Director
1 min	6.3	Report from the Registrar *(see attached)*	Registrar
1 min	6.4	Financial Statements for the 9 months ending August 31, 2023 *(see attached)*	SVP & Treasurer
	6.5	Committee Reports	Committee Chairs
1 min		6.5.a Communications & Public Education Committee – Update *(see attached)*	VP Karney
1 min		6.5.b Governance & HR Committee – Update *(see attached)*	SVP & Treasurer
1 min		6.5.c Practice Resource Committee (PRC) – Update *(see attached)*	VP Schuhmann
1 min		6.5.d Policy Advisory Consultation Team (PACT) – Update *(see attached)*	Immediate Past President
1 min		6.5.e OAA Building Committee – Update *(see attached)*	OAA Building Committee
1 min		6.5.f Interns Committee Report *(see attached)*	Councillor Abu-Bakare
	7.0	**ITEMS FOR INFORMATION**	

Ontario Association
of Architects

Nil	7.1	Report on 2023 Conference *(see attached)*	Executive Director
Nil	7.2	Report on Society Chairs Meeting – June 2023 *(see attached)*	President
Nil	7.3	Report on Big Think K-12 Roundtable *(see attached)*	IPP Speigel & Councillor Krickhan
Nil	7.4	Report on EDI Roundtable (see attached)	Manager, Human Resources
Nil	7.5	SSHRC Partnership Project 'Quality in Canada's Built Environment: Annual Reports & Roundtable Summaries *(see attached)*	IPP Speigel
Nil	7.6	Annual Report from University of Toronto re. OAA Online Admission Course & FRAP (*see attached*)	
Nil	7.7	Design Industry Advisory Committee (DIAC) Annual Update *(see attached)*	

8.0   OTHER BUSINESS

9.0   DATE OF NEXT MEETING

9.1   The next regular meeting of Council is Friday December 1, 2023 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario.

10.0   ADJOURNMENT

Ontario Association of Architects

Ontario Association of Architects

Meeting #288 Open	MINUTES	June 20, 2023

The two hundred and eighty eighth meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Tuesday June 20, 2023 at the Northern Water Sports Centre, 206 Ramsey Lake Road, Sudbury 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 *(virtual)*
	Loloa Alkasawat	Councillor
	Ida Badre	Councillor
	J. William Birdsell	Councillor
	Kimberly Fawcett-Smith	Lieutenant Governor in Council Appointee *(virtual)*
	Natasha Krickhan	Councillor
	Michelle Longlade	Lieutenant Governor in Council Appointee *(virtual)*
	Lara McKendrick	Councillor *(virtual)*
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Deo Paquette	Councillor
	Clayton Payer	Councillor
	Greg Redden	Councillor
	Thomas Yeung	Councillor
	Marek Zawadzki	Councillor
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services
	Erik Missio	Manager, Communications *(virtual)*

Regrets:	None

Guests:	None

The President called the meeting to order at 11:48 a.m.

The President noted a land acknowledgement video *My Toronto – Video Review*l https://www.youtube.com/watch?v=BwNyIquttMQ would be shared with Council as an acknowledgement and recognition of the indigenous land and its people.

The Senior Vice President and Treasurer announced the $10 billion settlement further to the Robinson-Huron Treaty in favour of the First Nations communities to be paid out by the federal and Ontario governments. This announcement is of particular significance given it is Indigenous People's Day

The President welcomed staff, members, and others in attendance at the meeting.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

AGENDA APPROVAL

9596.   The President reported that no new items would be added to the agenda.

It was moved by Karney and seconded by Mintz that the agenda for the June 20, 2023 open meeting be approved as circulated.
-- CARRIED

APPROVAL OF MINUTES

9597.   *Reference Material Reviewed:* Draft minutes of the April 27, 2023 Open Council meeting.

The draft minutes of the April 27, 2023 Open Council meeting were reviewed.

It was moved by Birdsell and seconded by Redden that the minutes of the April 27, 2023 Open Council meeting be approved as circulated.
-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9598.   There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9599.   *Reference Materials Reviewed:* Memorandum from the OAA Building Committee dated June 7, 2023 re. OAA Landscape Design Competition and attached supporting documentation. **(APPENDIX 'A')**

Councillor McKendrick reported that the Committee had discussion the proposal further and had been prepared to make a motion to approve a one stage competition, however to defer the project until 2024-25.

It was suggested by a member of Council that they were in favour of the motion however suggested that it be amended to remove the limitation on moving ahead over the next two years.

A Council member suggested that the timing of the project should be pushed out and also the budget should be considered further. They further suggested that the OAA Headquarters is not used as frequently as a result of the hybrid work environment and therefore the proposed budget of $2 million is over ambitious.

It was suggested by a member of Council that a clearer budget, more detailed spreadsheet and fiscal plan over the two period be provided before Council be asked to make a decision.

A Council member suggested that a strategy around the use of the building be developed that furthers the OAA's strategic goals of public awareness and promotion. The Communications and Public Education Committee (CPEC) could be tasked with developing that strategy.

It was noted by a member of Council that the budget was clear, however, some concern was expressed that the entire committee had not been able to participate in the onsite workshop. Part of the discussion on sustainability in the area should include the parents picking up students at the nearby school who allow their cars to idle in contravention to the City of Toronto bylaws.

A Council member noted that the drawings lacked legends making it somewhat difficult to read. The total budget actually calculates at $2.9 million and not $2 million as suggested in the cover memo. The Council member expressed some concern that the budget does not justify the suggested increase in public awareness.

Councillor McKendrick noted that the consultant Joe Lobko was an excellent resource and certainly provided a budget that reflects the higher end of the spectrum. Costs were maximized with high-end competition. There were some concerns with a large budget in that it would be likely that only larger firms would express interest and not the smaller and/or emerging practices.

It was noted by McKendrick that the Committee considered the middle ground by pulling areas that address sustainability. The largest cost is identified in paving and storm water management. It was further clarified that there was not a discrepancy in the cost, but rather the Committee has proposed a reduced summary budget for Council's consideration.

It was suggested by a member of Council that the competition goals around reconciliation should only be pursued with the consent and input of of the First Nations people. It should be accepted in this light and as well as provide compensation for their time.

A Council member suggested that the school be approached to address the idling of the vehicles and share the OAA's position on the environmental impact and social change. There was further concern expressed that the City has not enforced this.

A Council member requested clarification on how the Headquarters building satisfies the public awareness component.

It was suggested that the stormwater retention not proceed as part of the project.

The Council member noted that an Indigenous artist was invited to speak to art at the OAA several years ago. It was suggested to take the Indigenous aspect out of the project and create it as a separate component with perhaps an indigenous art competition.

It was suggested by a member of Council that it is critical that the scope and the budget be set out up front with great clarity. It is important that the clients be present for any meetings. Consideration should be made for fundraising opportunities in the plan and vision.

A member of Council expressed support for the Indigenous engagement concept. The Council member suggested that the stormwater management would be an important aspect of the project and should be kept in the scope.

The Council member suggested that there was an opportunity to connect to larger themes and that opportunities be identified as well as timing.

A member of Council noted the City's Don River project adding that consideration be made to gain access to government funding as well as engagement of the schools.

Councill McKendrick noted that when first approaching the OAA Headquarters, the landscape lacks landscape. The Committee will work to be more in sync with finance and audit costs. It was suggested that more time be given to review and consider the project. As as result the following motion that had been made, was withdrawn.

It was moved by McKendrick and seconded by Yeung that Council reconfirm the following goals for the revitalization of the OAA Headquarters landscape and site: repair; sustainability; equity, diversity and inclusion; and indigenous reconciliation while maintaining accessibility; and, that in order to achieve these goals, Council approve the recommendation of the Building Committee to proceed with the following:

a) A one-stage design competition for the repair and revitalization of the OAA Headquarters landscape and site that will help build community, as well as raise public and industry awareness;
b) That a total budget of $2 mil be established for this project which includes a construction budget of approximately $1.5 mil and a budget of $400,000 to conduct the competition;
c) That the competition be held in the fall of 2024, and construction be commenced in the spring of 2025; and,
d) That the Finance and Audit Committee, in consultation with senior management be asked to provide a recommendation as to how best to budget for this project over the next two years.

-- MOTION WITHDRAWN

9600.   *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated May 30, 2023 re. Amendments to OAA Bylaws, Revised 2022 and Schedule A and attached supporting documentation. **(APPENDIX 'B')**

The President reported that amendments to the Bylaws are required so as to be in compliance with the Court Order. Upon the passing of legislation to included limited licence, additional amendments will be made to the Bylaws.

It was moved by Paquette and seconded by Birdsell that Council approve the amended OAA Bylaws, Revised 2022 and Schedule A as presented to Council, June 20, 2023.
-- CARRIED

ITEMS FOR DISCUSSION

9601.   *Reference Materials Reviewed:* Memorandum from Registrar, Christie Mills dated June 6, 2023 re. *Fair Access to Regulated Professions and Compulsory Trades Act* (FARPACT) and attached background information. **(APPENDIX 'C')**

Mills reported.

A member of Council requested clarification as to the OAA's next steps now that the Commissioner has denied the request for exemption from the prohibition.

Mills responded that the focus going forward will be the OAA's exemption request to Counil process as an alternative to the CER requirement. The Office of the Fairness Commissioner (OFC) and Ministry of Labour, Immigration, Trade and Skills Development (MLITSD) will be releasing their criteria for alternatives in the Fall. These criteria may require that the OAA undertake some operational or policy changes to the exemption process in order to be compliant with FARPACTA. This strategy is based on building upon the OAA's current infrastucutre and expertise.

A member of Council enquired as to how this would have an effect on reciprocity and licensure between provinces.

Mills responded that it is presumed by government that, based on reciprocity, if an applicant is qualified for licensure in one province that the applicant would be qualifified in other Canadian jurisdicitons barring any specific provincial restrictions.

The report was noted for information.

EXECUTIVE COMMITTEE REPORTS

9602.   *Reference Material Reviewed:* President's Activities for the months of April-June. **(APPENDIX 'D')**

The report was noted for information.

9603.   *Reference Material Reviewed:* Report from Executive Director, Kristi Doyle dated June 20, 2023 re. Executive Director Report to Council. **(APPENDIX 'E')**

Doyle noted that included in the Council package for the first time are the semi-annual service area updates. This is consistent with best practices identified as part of the governance review in 2022. A special thank you was offered to the Team Leads for their excellent work in preparing the reports.

Doyle welcomed newly hired Policy Analyst, Elizabeth Walsh to the Council meeting.

The report was noted for information.

9604.   *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills dated June 2023 re. Office of the Registrar Statistical Report to Council and attached background information. **(APPENDIX 'F')**

The report was noted for information.

9605.   *Reference Material Reviewed:* Memorandum from Senior Vice President & Treasurer, Ted Wilson dated June 20, 2023 re. Unaudited Financial Statements for the Six Months Ended May 31, 2023 and attached supporting documentation. **(APPENDIX 'G')**

The report was noted for information.

9606.   *Reference Material Reviewed:* Memorandum from the Communications and Public Education Committee (CPEC) dated June 20, 2023 re. CPEC Update to Council and attached background information. **(APPENDIX 'H')**

The Chair of the Committee noted that she and the Committee are working in consultation with staff in preparing the audit of the OAA's existing public awareness initiatives. She added that there may be pieces of the Conference plenary that will extend to a public awareness strategy. This may also tie in nicely to next year's conference theme related to Housing.
The report was noted for information.

9607.   *Reference Material Reviewed:* Memorandum from the Governance Committee dated June 20, 2023 re. Update from OAA Governance Committee and attached background information. **(APPENDIX 'I')**

The report was noted for information.

9608.   *Reference Material Reviewed:* Memorandum from Vice President, Kristiana Schuhmann dated June 12, 2023 re. Practice Resource Committee (PRC) – Update. **(APPENDIX 'J')**

The report was noted for information.

9609.   *Reference Material Reviewed:* Memorandum from Immediate Past President, Susan Speigel dated June 12, 2023 re. Update on the Policy Advisory Coordination Team's (PACT) work. **(APPENDIX 'K')**

The Immediate Past President noted that the Queen's Park Picks as part of World Architecture Day jurying is underway in advance of the October 2 event.

The report was noted for information.

9610.   *Reference Material Reviewed:* Memorandum from the Interns Committee Chair, Farida Abu-Bakare dated June 12, 2023 re. Interns Committee Update. **(APPENDIX 'L')**

The report was noted for information.

ITEMS FOR INFORMATION

9611.   *Reference Material Reviewed:* Memorandum from Communications Manager, Erik Missio dated June 2, 2023 re. Mid-Year Operational Plan Update: Communications. **(APPENDIX 'M')**

The report was noted for information.

9612.   *Reference Material Reviewed:* Memorandum dated May 15, 2023 re. Semi-annual Update – Continuing Education Service Area. **(APPENDIX 'N')**

The report was noted for information.

9613.   *Reference Material Reviewed:* Memorandum from Manager Finance, Nancy Muir dated June 6, 2023 re. Mid-Year Operational Plan Update. **(APPENDIX 'O')**

The report was noted for information.

9614.   *Reference Material Reviewed:* Memorandum from Manager, Human Resources, Kathy Armbrust dated June 20, 2023 re. Mid-Year Operational Plan Update. **(APPENDIX 'P')**

The report was noted for information.

9615.   *Reference Material Reviewed:* Memorandum from Information Technology Manager, Abhishek Chaudhary dated May 31, 2023 re. Information Technology Service Area – Semi-annual Update. **(APPENDIX 'Q')**

The report was noted for information.

9616.   *Reference Material Reviewed:* Memorandum from Manager, Policy and Government Relations, Sara Trotta dated June 12, 2023 re. Mid-Year Operational Plan Update: Policy and Government Relations and attached background information. **(APPENDIX 'R')**

The report was noted for information.

9617.   *Reference Material Reviewed:* Memorandum from Manager, Practice Advisory Services (PAS), Mélisa Audet dated June 13, 2023 re. OAA Service Area Semi-Annual Update – Practice Advisory Services (PAS). **(APPENDIX 'S')**

The report was noted for information.

9618.   *Reference Material Reviewed:* Correspondence from the Regulatory Organizations of Architecture in Canada (ROAC) to the Honourable Jonathan Wilkinson, Minister of Natural Resources dated May 9, 2023. **(APPENDIX 'T')**

The report was noted for information.

OTHER BUSINESS

9619.   There was no other business.

DATE OF NEXT MEETING

9620. The next regular meeting of Council is Thursday September 21, 2023 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto.

ADJOURNMENT

9621. **It was moved by Mintz and seconded by Karney that the meeting be adjourned at 1:20 p.m.** -- CARRIED UNANIMOUSLY

_____   _____

President   Date

2024 COUNCIL MEETING DATES

Meetings will be held virtually or at 111 Moatfield Drive, Toronto,
unless otherwise noted.

In-Camera begins at 9:30 a.m.

Open begins at approximately 11:00 a.m.

Thursday	January 18, 2024	
	OAA Strategic Plan Review and Council Governance Workshop Planning Session	Thurs Feb 1 3:00 p.m. – 6:00 pm Friday Feb 2 9:00 a.m. – 3:00 p.m.
Thursday	March 7, 2024	
Wednesday	April 10, 2024	**Annual General Meeting** – 1-2:30 p.m.
Tuesday	May 21, 2024	Niagara Falls (Conference)
Thursday	June 20, 2024	
Thursday	September 19, 2024	
Friday	December 6, 2024	

Ontario Association
of Architects

Friday	December 8, 2024	OAA Seasonal Celebration that evening at OAA

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: **Erik Missio, Communications Manager**

Date: September 8, 2023

Subject: **Draft Conference Program and Schedule for 2024**

Objective: To provide Council with the draft Conference 2024 program and schedule.

On August 15, three months after the 2023 OAA Conference took place in Sudbury, there was a special brainstorming session held at the OAA Headquarters (and virtually over Zoom). The hybrid event was attended by members of the ConEd Advisory Group, the Communications and Public Education Committee (CPEC), Local Architectural Societies, Council, and staff, along with the Association's conference-planning consultants, MCC Destination Management.

In addition to reviewing feedback regarding the 2023 Conference (see separate memo for information), the event served to foster early discussion and high-level exploration of next year's conference, which will be held in Niagara Falls from May 22 to 24. This meant not only considering ways to apply feedback from Sudbury as lessons learned for next year, but also examining local opportunities specific to the Niagara region, with OAA staff sharing preliminary plans for Continuing Education classroom sessions and experiential learning.

As a reminder, the theme for this multi-day in-person gathering will be *Housing: Pushing the Envelope*. It will reflect the urgency and importance of addressing housing challenges in our society. With the recent recognition of adequate housing as a human right through the *National Housing Strategy Act*, the 2024 OAA Conference aims to bring together a diverse range of architecture experts and professionals to the Niagara Falls Convention Centre, with the Marriott on the Falls serving as the designated host hotel.

This memo provides an overview of the proposed programming/scheduling for the event, delving into certain planned special events and new features at a high level. It is important to solidify the overall program "shape" at this time so that we can continue time-

Ontario Association
of Architects

sensitive planning in collaboration with MCC. (It is noted that specific elements may continue to evolve as further planning takes place.)

The Agenda-at-a-Glance

An Agenda-at-a-Glance is provided as an appendix. While every attempt has been made to present an accurate snapshot of the planned event, there may need to be further adjustments depending on the ability to organize the proposed content, associated budgets, as well as available resources and other potential limitations to determine the best outcome for the 2024 Conference. There may also be additional ideas presented over the next month or so in terms of content.

As planned, this conference will have one main hotel and one main space for classroom learning, sponsoring exhibitors, and many special events. The overall area is highly walkable (the conference centre and hotel are literally across the street from each other!), and much thought is being given to mass-yet-streamlined transportation for off-site experiential learning and special events.

This memo will now highlight some of the broader components of the schedule.

Tuesday

As per usual, Council and Local Architectural Society Chair meetings will take place the day before Conference. Sponsors will also be given access to the Lounge for their setup. This Lounge will serve as a hub for the duration of the Conference, with both special events and dedicated networking/visiting opportunities throughout to ensure attendees can easily visit all the Sponsors. Food and beverage options in the Lounge will also be far deeper than what it could be offered in Sudbury's university setting.

Preliminary conversations have begun with the Niagara Society of Architects (NSA) Chair and Councillor Liaison with the feasibility of having a special welcome event on the Tuesday night. A possible venue has been identified, and OAA financial support already budgeted, and further talks will continue. MCC can manage any necessary transportation if the finalized venue is not within immediate walking distance of the host hotel.

Wednesday

After a networking breakfast among the sponsors in the Lounge, the conference kicks off with a land acknowledge and greeting from the OAA President, followed by a plenary event relating to the housing theme. Rather than the half-day event in Sudbury with the networking intermission, this would be a focused, traditional panel-and-audience discussion running for 1.5 hours. The rest of the morning affords chances for classroom and experiential learning ConEd.

Sponsored Learn & Munches (formerly known as Lunch and Learns, but the title needs to change as this year we will want to offer breakfast sessions as well) will then take place, along with lunch in the Lounge with sponsors.

In the afternoon, attendees can choose from various experiential learning, classroom ConEd, or recreational tours before returning to the Lounge for "Happy Hour" mingling

Ontario Association of Architects

and drinks. (This was done in Quebec City to great success—popular with both attendees and sponsors.)

The evening would offer an Opening Night at the Niagara Parks Power Station (https://www.niagarafallstourism.com/play/attractions/niagara-parks-power-station/). Having it easily accessible allows for drop in/drop out for those that may have travelled in early morning rather than having stayed since Tuesday night. Additionally, using the Power Station keeps the event within the city so people can come and go without feeling stranded.

This event needs to start later because the venue is open to the public until 6 pm. Pickup would be from the host hotel, with shuttles running roundtrip to the venue. There is also the funicular that allows for easy walking access from the hotel.

Thursday

Breakfast is allocated for sponsored learning options. Attendees can then choose from various classroom or longer experiential learning options. There is allotment for all-day ConEd programming.

Noon is the formal Recognition Lunch, which will allow an opportunity to celebrate the inaugural Medal of Service winner, as well as Best Emerging Practice, Lifetime Design Achievement, new Honorary Members, and possibly Honour Roll. This would be an emceed celebratory event; it would be a large-format, served sit-down meal.

In the afternoon, there is again classroom and experiential ConEd.

From 6 to 7 pm, President's Reception would be in the Conference Lounge, among the sponsors (similar to Happy Hour the day before). This allows us to showcase the Design Excellence and Service Award winners via digital signs, along with perhaps Newly Licensed members. Food and drink will be available.

From this event, there would be coordinated busing to Ravine Vineyard. Per MCC, Ravine "has lots to offer so we can work with them to create tours/tastings and lots of wine/farm-related activities. They have new space and offer sustainable approaches to wine making. The three phases of their construction are Architect-led. There is commercial, heritage, reuse, and new build as part of the property's story. Plus, they were one of the digital tours in 2021 so we have that content to draw on as part of the marketing of the event."

At Ravine, from 730 to 830 would be an emceed Celebration of Excellence, feting the eight to 10 winners of Design Excellence Awards, along with revealing the winners of the People's Choice Award, the Plachta Award, and the Lieutenant Governor's Award for Design Excellence. (Honour Roll may also work here rather than Recognition Lunch.) This is followed by the traditional Archifête party, which will feature food, drink, and entertainment. Regular shuttles will return people to their hotel.

Friday

Ontario Association
of Architects

Breakfast and lunch again offer allocation for sponsored learning options, with ConEd sessions and experiential learning, as well as recreational tours in between. A new concept is being introduced to conclude the session—an in-person Closing Keynote session from 2 to 3:30 pm.

While there is great support for the virtual keynote to kick off registration months before the actual Conference, people have also suggested something has been lost in removing the in-person gathering that features an inspiring speaker (not necessarily directly from the architecture profession) and brings together most attendees under one roof.

Further, the OAA Conference has traditionally lacked a tangible, closing event that brings together the days of learning and serves as a true conclusion. Creating a closing keynote (offering structured ConEd hours) would allow this and give the OAA President a chance to excite people for the following year's location and theme. There may be even an opportunity to consider making this closing keynote open to the public for free and leverage it as a way to show off other OAA displays or award-winners in form of public outreach.

Conference would then conclude at 3 pm so those from the GTA can beat traffic as this is Memorial Weekend and Niagara Falls itself could be very busy with US tourists.

Action

Council is requested to consider the following motion:

It was moved by .... and seconded by ... that the draft program and schedule for the 2024 OAA Conference is approved, while recognizing elements may evolve as further planning takes place.

Attachments

Appendix_ConferenceProgram2024.pdf

Ontario Association
of Architects

Housing: Pushing the Envelope | Ontario Association of Architects

	TUESDAY, MAY 21 Pre-Conference Event	WEDNESDAY, MAY 22		THURSDAY, MAY 23		FRIDAY, MAY 24
BREAKFAST		**NETWORKING BREAKFAST** CONFERENCE LOUNGE | 7:30 AM TO 9:00 AM		**SPONSORED LEARN 'N' MUNCH** SECOND LEVEL 7:00 AM TO 8:30 AM / **NETWORKING BREAKFAST** CONFERENCE LOUNGE 7:00 AM TO 8:30 AM		**SPONSORED LEARN 'N' MUNCH** SECOND LEVEL 7:00 AM TO 8:30 AM / **NETWORKING BREAKFAST** CONFERENCE LOUNGE 7:00 AM TO 8:30 AM
MORNING	**COUNCIL MEETING** (Pre-dinner on May 20)	**OPENING PLENARY WITH WELCOME REMARKS & LAND ACKNOWLEDGEMENT** SPONSORED BY: TBD BALLROOM | 8:30 TO 10:15 AM	**FULL DAY OPPORTUNITIES EXPERIENTIAL LEARNING** 8:30 AM TO 4:30 PM *** Exact timing to be determined	**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** (CONCURRENT SESSIONS) OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 8:30 TO 10:00 AM	**FULL DAY OPPORTUNITIES EXPERIENTIAL LEARNING** 8:30 AM TO 4:30 PM *** Exact timing to be determined	**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** (CONCURRENT SESSIONS) OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 8:30 TO 10:00 AM
BREAK		**NETWORKING BREAK | VISIT SPONSOR DISPLAYS** CONFERENCE LOUNGE | 10:15 TO 10:45 AM		**NETWORKING BREAK | VISIT SPONSOR DISPLAYS** CONFERENCE LOUNGE | 10:00 TO 10:30 AM		**NETWORKING BREAK | VISIT SPONSOR DISPLAYS** CONFERENCE LOUNGE | 10:00 AM TO 10:30 AM
MORNING	**SOCIETY CHAIRS MEETING** Later Afternoon **CONFERENCE LOUNGE SET-UP** Sponsors Only 12:00 PM to 6:00 PM	**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 10:45 :00 TO 12:15 PM		**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 10:30 AM TO 12:00 PM		**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 10:30 AM TO 12:00 PM
LUNCH		**VISIT SPONSOR DISPLAYS** | 12:15 TO 12:30 PM — **SPONSORED LEARN 'N' MUNCH** VARIOUS SESSIONS HOSTED BY: TBD SECOND LEVEL 12:30 TO 1:30 PM OR **LUNCH** SPONSORED BY TBD CONFERENCE LOUNGE 12:30 TO 1:30 PM — **VISIT SPONSOR DISPLAYS** | 1:30 PM TO 2:00 PM		**RECOGNITION LUNCH** SPONSORED BY TBD BALLROOM 12:00 TO 1:45 PM OR **LUNCH** SPONSORED BY TBD CONFERENCE LOUNGE 12:00 PM TO 2:00 PM VISIT SPONSOR DISPLAYS		**VISIT SPONSOR DISPLAYS** | 12:00 TO 12:30 PM — **SPONSORED LEARN 'N' MUNCH** VARIOUS SESSIONS HOSTED BY: TBD 12:30 PM TO 1:30 PM OR **LUNCH** SPONSORED BY TBD LOCATION: CONFERENCE LOUNGE 12:30 PM TO 1:30 PM — **VISIT SPONSOR DISPLAYS** | 1:30 TO 2:00 PM
AFTERNOON		**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 2:00 TO 3:30 PM		**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 2:00 TO 3:30 PM		**CLOSING KEYNOTE SESSION WITH CLOSING REMARKS** BALLROOM 2:00 TO 3:30 PM
BREAK		**NETWORKING BREAK | VISIT SPONSOR DISPLAYS** CONFERENCE LOUNGE | 3:30 TO 4:00 PM		**NETWORKING BREAK | VISIT SPONSOR DISPLAYS** CONFERENCE LOUNGE | 3:30 TO 4:00 PM		
AFTERNOON		**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 4:00 TO 5:30 PM **HAPPY HOUR** SPONSORED BY TBD. CONFERENCE LOUNGE | 5:30 TO 6:30 PM		**CONTINUING EDUCATION** SECOND LEVEL **EXPERIENTIAL LEARNING & RECREATIONAL TOURS** OFFSITE DEPARTING FROM OAA HUB IN CONFERENCE LOUNGE | 4:00 TO 5:30 PM **PRESIDENT'S RECEPTION** LOCATION: CONFERENCE LOUNGE CONFERENCE LOUNGE | 6:00 TO 7:00 PM		**CONFERENCE LOUNGE TEAR-DOWN** Sponsors Only 2:00 PM to 6:00 PM
EVENING	**NIAGARA SOCIETY OF ARCHITECTS WELCOME EVENT** LOCATION: TBD 7:30 PM TO 10:00 PM DETAILS TO BE PROVIDED	**OPENING NIGHT** LOCATION: NIAGARA PARKS POWER STATION | 7:30 TO 10:30 PM DETAILS TO BE PROVIDED		**DESIGN EXCELLENCE** LOCATION: RAVINE WINERY | 7:30 TO 8:30 PM **ARCHIFÊTE** LOCATION: RAVINE WINERY | 8:30 TO 11:00 PM		

Please note: this schedule may be amended as needed. **Subject to Council Approval.**

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: **Communications and Public Education Committee**

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

Date: September 8, 2023

Subject: **Conference Location for 2026**

Objective: To obtain Council approval for the Communications and Public Education Committee's (CPEC's) recommendation of Waterloo as the location for the 2026 edition of the Association's annual Conference.

FOR COUNCIL MEETING
September 21, 2023
(open)
ITEM: 4.3

At its August 31 meeting, the Communications and Public Education Committee (CPEC) were provided with information about potential locations for the 2026 Conference. This material was compiled by the Association's conference-planning consultants, MCC Destination Management, and presented by OAA staff.

Based on the information, and some follow up questions shared with MCC, the Committee found consensus in putting forth **Waterloo Region** as its candidate for the 2026 event location and seeks Council's approval in order to begin the necessary long-term planning and securing of venues and accommodations.

This memo provides background of the decision, explaining not only why Waterloo is an ideal location, and preferred over other cities considered for 2026.

Destination Criteria

In selecting a location for 2026, MCC used the following criteria:

- the destination's architectural interest for venues and experiential learning;

- alignment with strategic plan themes for the OAA ("Climate Action" and "Equity, Diversity, and Inclusion");

- the destination availability and support from the destination's marketing association or chamber of commerce;

- hotel group rates for price accessibility for members, as well as hotel block capacity in *one* host location (plus the capacity in general to host the Conference as a city-wide event);

- airlift and ground access for members;

- the destination's capacity for a Conference Hub for general session meeting space with meal spaces and a Conference Lounge with a successful, well-trafficked display area for sponsors;

- the destination's capacity for breakout opportunities;

- transportation accessibility within the city (transit and private equipment);

- local community support/support from the Local Architectural Society; and

- the OAA's destination history and future dates.

In addition, feedback received from the 2023 OAA Conference in Sudbury was considered. Garnered through a voluntary post-event survey, this feedback is instrumental in planning into the future, particularly when smaller city centres are being considered. Attendees' shared thoughts on the use of multiple locations, transportation, special events, and off-site experiential learning will help foster further improvements in the design, development, and implementation of future events. The Sudbury event will also help to better understand specific costs and implications that are unique to big and small city centres.

Background on Other Options

As a reminder, OAA Conference was most recently held in Sudbury (2023), Toronto (2022), and Quebec City (2019). The locations for 2024 and 2025 are confirmed as Niagara Falls and Ottawa.

At one point, the annual event alternated between Toronto and an "other city," with the thought that having the conference in Toronto during "end-of-cycle years," enabled more architects to attend the Continuing Education sessions. This has changed because the COVID pandemic forced the OAA to shift around venues in order to honour contracts that were affected when the event was cancelled in 2020 and re-imagined as a virtual experience in 2021.

Further, Toronto hotel rates have skyrocketed over the last few years, making it an expensive place for both the OAA and the attendees. As well, 2026 will see Toronto as one of the hosts for the FIFA World Cup—the largest sporting event on the planet. Even if

Ontario Association
of Architects

Conference wouldn't coincide directly with the soccer matches, the various construction and logistics would have major impacts.

Removing Toronto from consideration, other locations within Ontario and in Quebec were explored. It is important to note the hospitality industry continues to feel tremendous losses following the pandemic—with hotel closures and reduced staff/room capacities, cities that once would have welcomed a conference of the size preferred by the OAA are no longer willing or able.

The attached pdf includes a snapshot look at several venues that were explored by MCC and the reasons why they were determined by the committee to be simply not feasible for the OAA in 2026. In addition to the rationale cited, it is also important to note some hesitancy to host the event outside the province—though the merits of Montreal were discussed. In Sudbury, the Northern Ontario Society of Architects (NOSA) and other Northern Societies really came together to help develop the programming, foster community, and develop events for networking and socializing. The hope is this will continue in future Conferences.

Given this, the two principal options for 2026 were Windsor and Waterloo.

The promise of Windsor was well-received, and it may be a strong candidate for 2027. Ultimately, however, the Waterloo Region became the consensus choice. Unlike Windsor, the area has never hosted Conference. Further, this was the second year in a row that the Grand Valley Society of Architects (GVSA) directly put forth an impressive display of support and an eagerness to help develop the event.

Waterloo as the Choice

As detailed in the appendix, there are numerous benefits and exciting opportunities to hosting the 2026 OAA Conference in the Waterloo area. The region has numerous architectural gems (both recent award-winners and more historical built projects) and research institutions, most notably one of the province's five Schools of Architecture. Still under the radar, the area is becoming a growing convention destination—the Ontario Professional Planners Institute (OPPI) Conference was held there in 2021, with the group achieving its highest rate of attendance.

There is potential to host this event as a "carbon-neutral conference," as well as to highlight examples of cutting-edge sustainable design via experiential learning sessions. Further, proximity to Six Nations of the Grand River would allow for meaningful experiential learning and recreational tours.

A well-planned, streamlined, and comprehensive transportation strategy will be important to avoid the challenges of Sudbury as the hotels are not within walking distance of the event spaces (Bingemans Conference Centre, Tapestry Hall, University of Waterloo, CIGI Campus). To help, the region is potentially offering $10,000 in support for transportation. It is also important to consider the needs of sponsors, and MCC is confident this location choice can allow for a busy, unified, well-attended hub.

It is also critical to note Waterloo can be as close as a one-hour drive from the GTA, which would allow more architects to attend not only the entire event, but also yields the

possibility for "day tickets" or even a la carte options for those who want to attend a specific ConEd session or special event. For those not daytripping, hotel rates are competitive.

Also in the appendix are letters of support from the GVSA and Waterloo Architecture's Rick Haldenby.

Action

Council is requested to consider the following motion:

It was moved by .... and seconded by ... that, based on CPEC's recommendation, Waterloo Region be selected as the location for the 2026 edition of the OAA Conference.

Attachments

Appendix1.pdf

Ontario Association of Architects

MCC

SPRING 2026 | OAA CONFERENCE

WATERLOO REGION

Regional Bid | May 2026

CONSIDERATIONS FOR DESTINATION PLANNING

Compared to Host Locations from 2005 to 2025
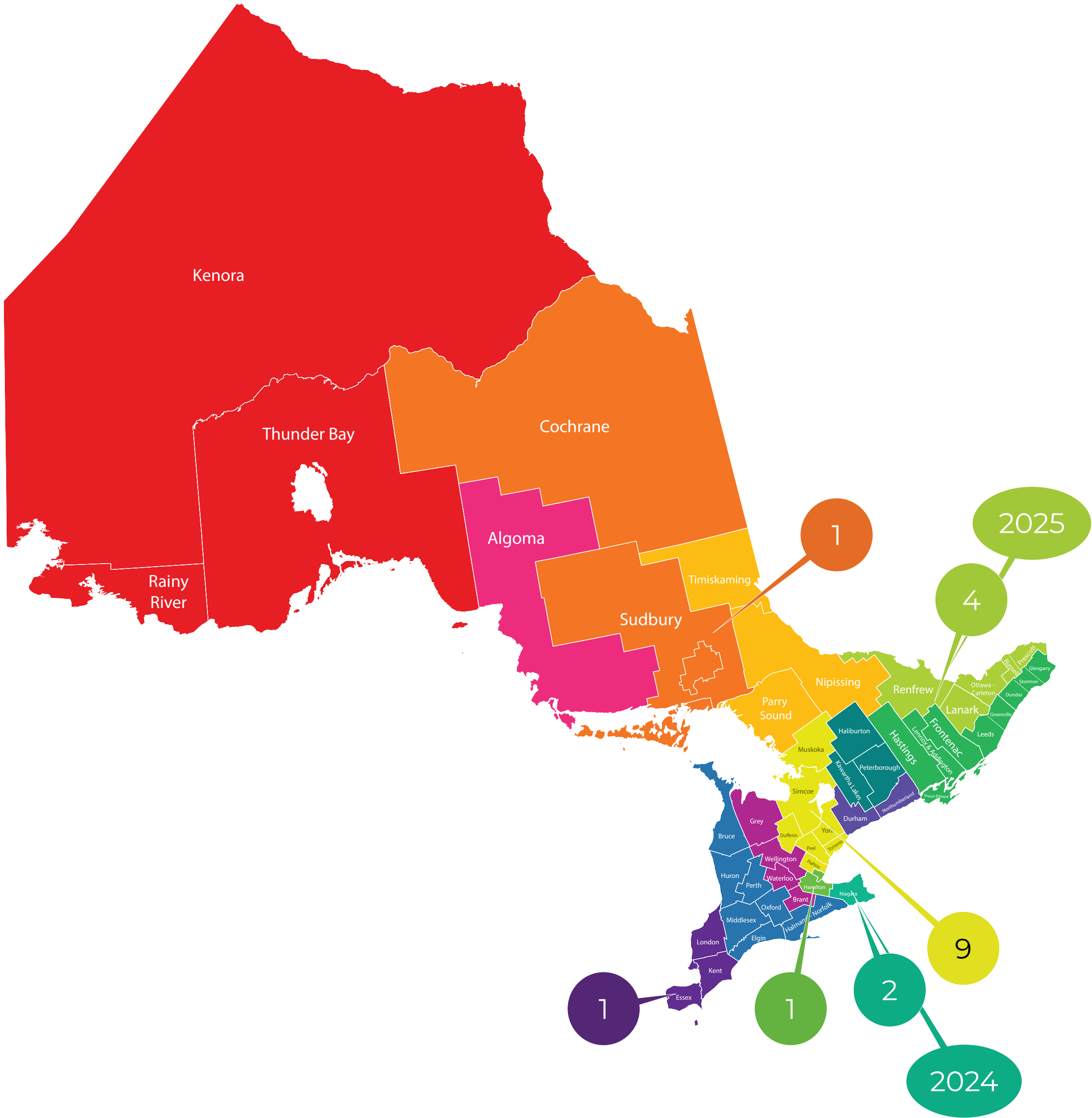
Map Colour	Society Name	Times Hosted since 2005
	Toronto Society of Architects (TSA)	9
	Ottawa Regional Society of Architects (ORSA)	4
	Niagara Society of Architects (NSA)	2
	Hamilton/Burlington Society of Architects (HBSA)	1
	Northern Ontario Society of Architects (NOSA)	1
	Windsor Region Society of Architects (WRSA)	1
	London Society of Architects (LSA)	0
	Grand Valley Society of Architects (GVSA)	0
	Northumberland Durham Society of Architects (NDSA)	0
	Trent Society of Architects (TRENT)	0
	St. Lawrence Valley Society of Architects (SLVSA)	0
	North Bay Society of Architects (NBSA)	0
	Algoma Society of Architects (ASA)	0
	Northwestern Ontario Society of Architects (NWOSA)	0

Suggestions for future destinations
Amalgamation of Survey Write-in Data
Survey Data from 2019, 2022 & 2023

Hamilton
12%

Thunder Bay
12%

Waterloo Region
16%

Ottawa / Greater Ottawa Area
20%

London
10%

Kingston, PEC, 1000 Islands
10%

Toronto / GTA (Oakville, Mississauga)
6%

Peterborough
4%

Niagara Falls / Niagara-on-the-Lake
4%

Windsor
2%

Muskoka
2%

Peterborough
2%

Tobermory
2%
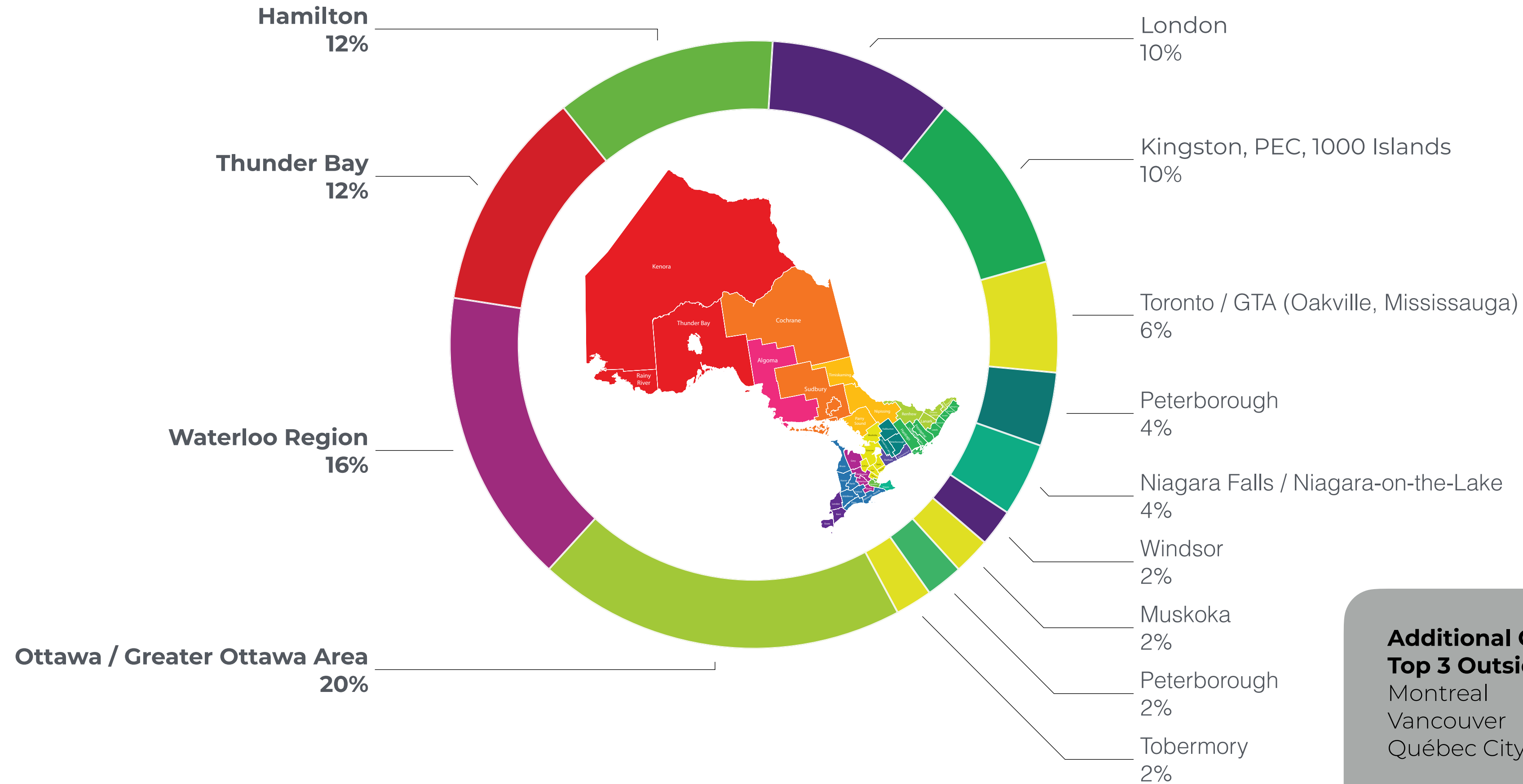
Bold indicated top 3 written in suggestions for within Ontario.
Colours indicate the society jurisdiction

Additional Options
Top 3 Outside Ontario / Within Canada
Montreal
Vancouver
Québec City

Top 3 Outside Ontario / US Destinations
Chicago
New York
Michigan (Detroit / Ann Arbor)

Top 3 Outside Ontario / European Destinations
Finland
(Tie) Norway - Denmark - Czech Republic - Iceland

Reviewed/Eliminated
Destination Declined - Too Small
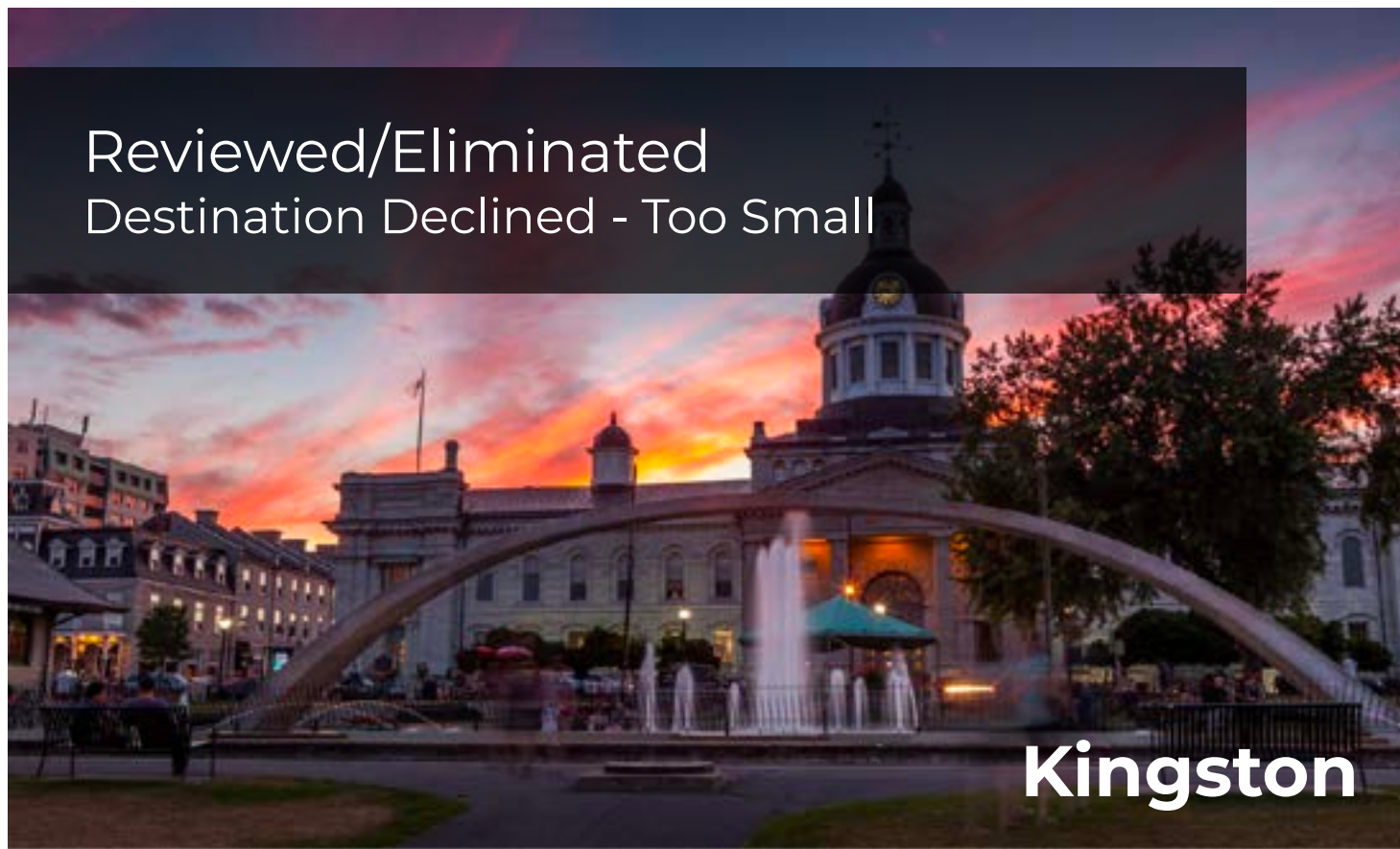
Kingston

In the downtown core, Kingston can successfully host 250 to 300 for a conference. With Council, VIPs, speakers and sponsors, that leaves space available for about 50 attendees. Largest hotel downtown is 197 rooms, so for a conference of 300 we have to use at least 2 hotels, and more likely 3, to supply all the guest rooms.

Reviewed/Eliminated
Destination Facing Labour Constraints

Hamilton

The destination's venues are rebuilding their teams and products. They are close to being ready, though key venues do need refreshing (hotel was last renovated in 2012 for example). MCC will continue to monitor the destination to ensure that the destination and Conference is set up for success.

Reviewed/Eliminated
Too Small -
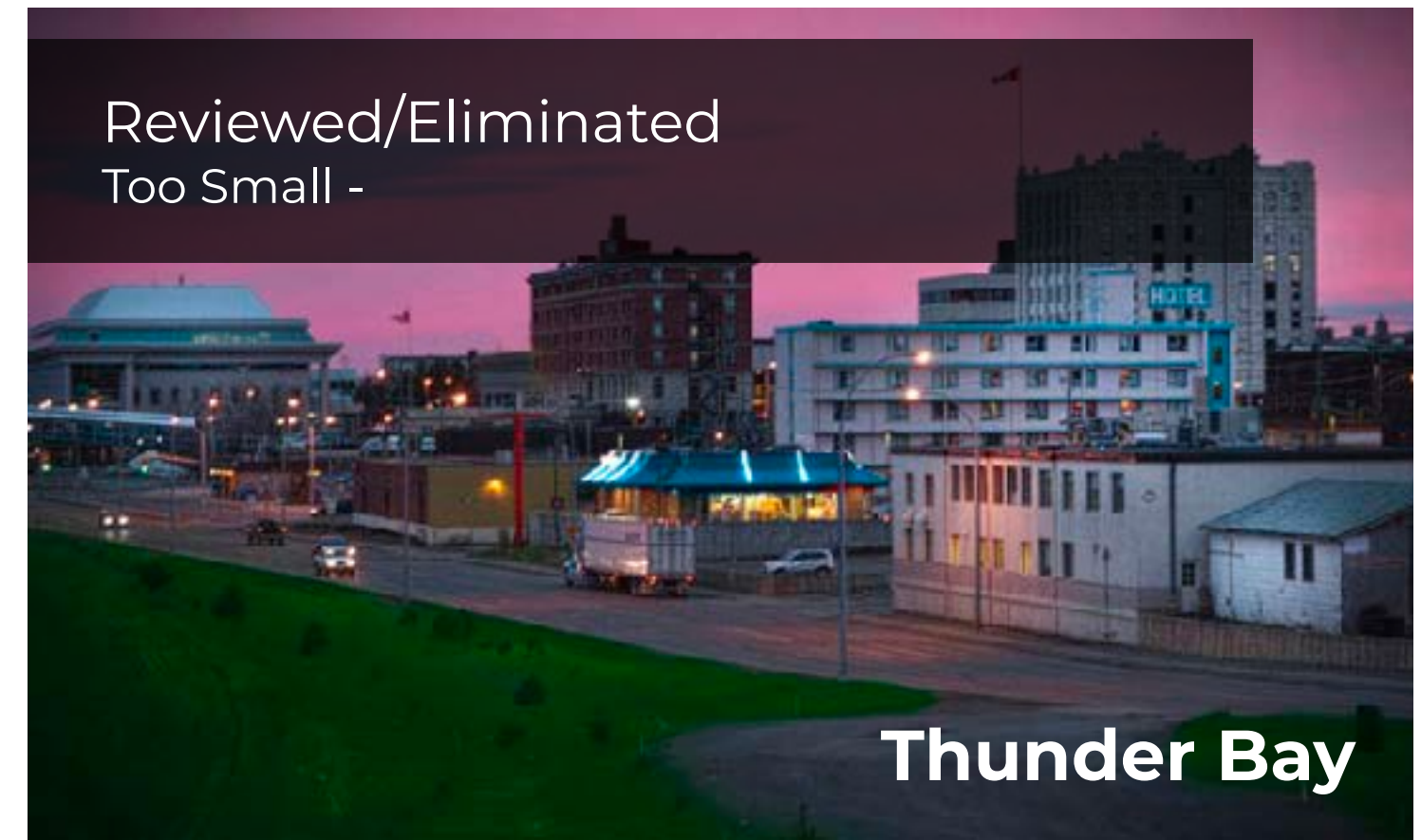
Thunder Bay

Attendance numbers of 400+ (attendees, speakers, Council, VIPs and sponsors) would require a collaboration with multiple properties. There would not be a central location for all core Conference elements (group signature events, lunch space and Conference Lounge). Airlift and access needs to improve as well.

Reviewed/Eliminated
Destination Not Available

Blue Mountain/Collingwood

This would be a resort buyout leveraging both Blue Mountain and Westin Trillium. Unfortunately, the destination does not have availability for a buy-out in May 2026. Should this be of interest, MCC's recommendation is to pursue 2027 or 2028 early to secure preferred dates.

Reviewed/Eliminated
Hotel Rates Prohibitive

Montreal

As a major business event destination in Canada, Montreal is experiencing compression with is driving pricing. Rates for hotels comparable to past OAA Conferences are in the $550 to $800 range. MCC will continue to monitor the destination to ensure that the destination. Further, RAIC has committed to Montreal in 2025 and 2029.

Reviewed/Eliminated
Hotel Rates Prohibitive / Airlift Not Stable

Quebec City

Though Quebec City is a terrific destination, hotel rates for groups are currently $469 to $999 for hotels comparable to 2019 (rates were $249). Further, the destination (like many secondary markets) is experiencing some challenges that with airlift. MCC will continue to monitor the destination.

Mike & Ophelia Lazaridis Quantum-Nano Centre,
University of Waterloo)
DESIGN EXCELLENCE 2017
KPMB Architects

GVSA
Grand Valley Society of Architects

Waterloo
Ontario

Amongst the rolling hills of rich pasture and the Mennonite farms established in the last century, there are over 30,000 technology professionals now working in the Waterloo Region, creating a globally renowned innovation corridor that's the envy of the country. From bleeding edge research and the intellectual property of both the University of Waterloo and Wilfrid Laurier University, to the Canadian headquarters of Google, OpenText and Kik Interactive, this entrepreneurial spirit is driving research, and employment in the area.

This is an industrial town where according of the local society, "past meets present with award wining brownfield sites" but it is also a "rural-urban community focused on placemaking & affordable housing."

Each borough within the region offers something different and can be thoughtfully designed to best showcase the Region while creating intentional general sessions, experiential learning and events that focus on each area in concentrated areas. For example, morning events hosted at Bingemans each day until after lunch followed by offsite ConEd, experiential learning and tours in the afternoon would allow for streamlined transportation planning. Hosting Happy Hours at the host hotel would allow groups to gather to go to the evening functions. The key to this destination is to design the programming to the destination.

Located just an hour from Toronto, the Waterloo Region is an easy access point from Toronto Pearson International Airport and Highway 401. There is opportunity with this year's design to offer Day Tickets or ticketing a la carte.
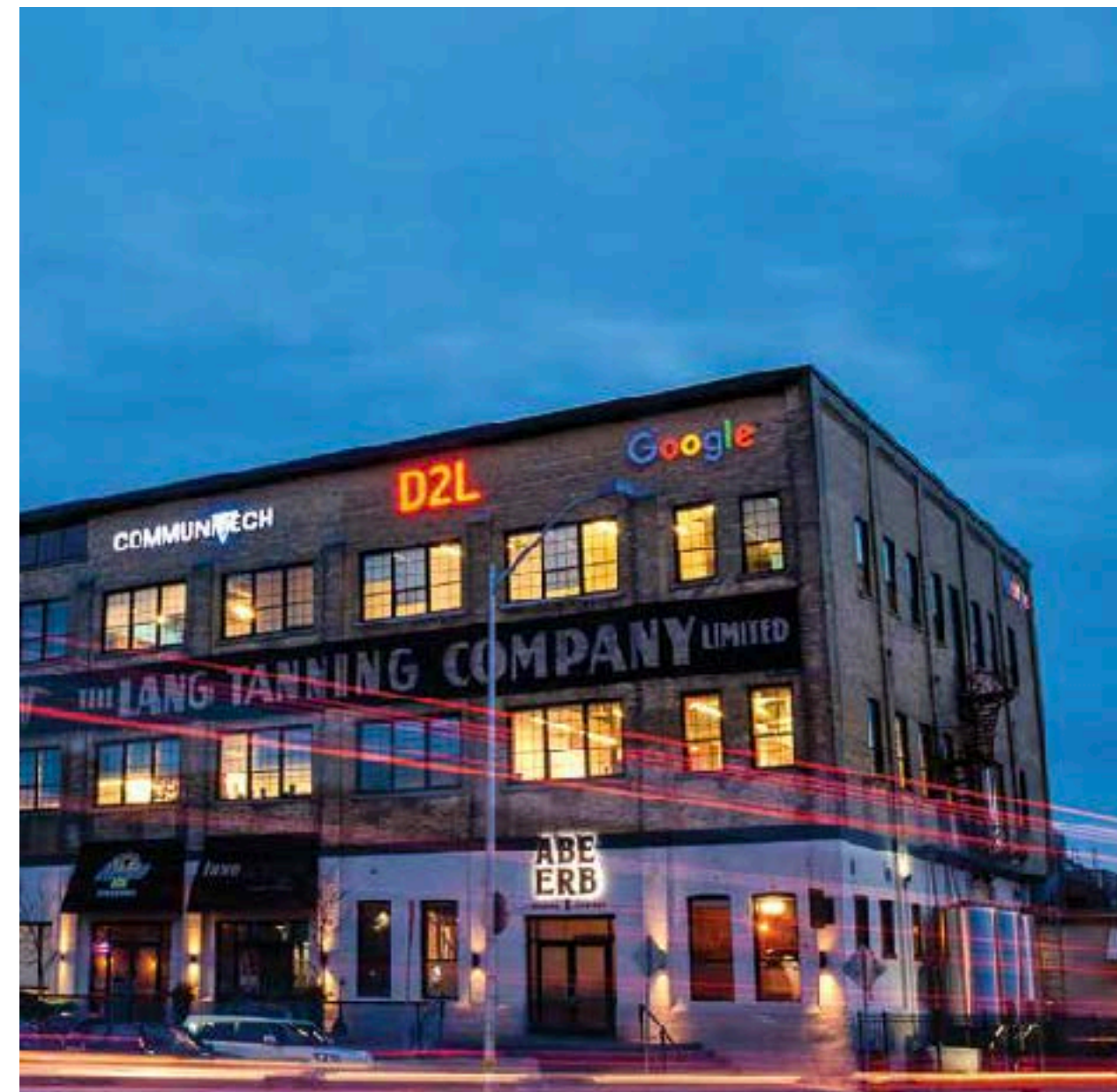
Host Hotel Offerings

Delta Waterloo

$248.00

Plus applicable taxes and service fees

The Walper Hotel

$209 - $219

Plus applicable taxes and service fees

DoubleTree Kitchener

$189-$209

Plus applicable taxes and service fees

Final rate will be based on hotel block and date selected.

Proposed Dates
May 6 to 8, 2026
or
May 27 to 29, 2026

Core Locations
Bingemans Conference Centre

Secondary Spaces for
ConEd Afternoon Breakouts
Tapestry Hall
UofW School of Architecture
CIGI Campus

Note a comprehensive and streamlined transportation program would be needed as no hotel is in walking distance of the event spaces. Therefore, Waterloo Region is extending an additional incentive for booking to offset the expenses for transportation.

EXPLORE
Waterloo Region

Additional Incentive for Booking

$10,000.00

Monetary Destination Support
Transportation Sponsorship
Conditions apply

In looking at 2026 destination options, several factors were considered. These include but are not limited to (and in no particular order):

✓ Destination's Architectural Interest for venues and experiential learning
✓ Alignment with strategic plan themes for the OAA (DEI and Climate)
✓ Destination availability
✓ Non-monetary and monetary support from the Destination Marketing Association
✓ Hotel group rates for price accessibility for members
✓ Destination's hotel block capacity in one host location
   ~ there may be a need for secondary properties
✓ Airlift (YYZ) and ground access
✓ Destination's capacity for a Conference Hub (General session, meal spaces & lounge)
✓ Destinations's capacity for breakout opportunities
   ~ would require more experiential learning for the capacity needed.
✓ Transportation accessibility within the city
   ~ required program design and planning as inventory may be limited.
✓ Local community support
✓ Support from the Local Architectural Society
✓ OAA's Destination History and Future Dates
   ~ No Conference has been held in Waterloo or surrounding region

Additional Considerations fro Program Design
· Destination is working on a destination-wide sustainable program that encourages Carbon Neutral Conferences.

· Home to UW School of Architecture

· Meeting experiences along a 'Central (ION Light Rail) Transit Route. Waterloo Region anchors the Toronto-Waterloo corridor, a top global tech corridor. The Region is fast growing, and, is being redefined by its architecture with easy access from Highway 401, an international airport, a new ION Light Rail transit system, and, a new two-way, all-day GO service between Toronto and Kitchener. Waterloo Region provide a range of hotel options that can support a leading hybrid conference.

· Successful conference experiences including 2021 OPPI conference with highest conference attendance

Architectural Awards
Information courtesy of the GVSA
CIBC Branch
North House
Hespeler Library
Kitchener City Hall
The CIGI Campus
UW Federation Hall
UW School of Pharmacy
Waterloo Region Museum
UW School of Architecture
Burt Matthews Hall Addition
Mike & Ophelia Lazaridis QNC, UW
The Canadian Clay and Glass Gallery*
Perimeter Institute for Theoretical Physics*
KW YMCA Environmental Learnings Centre
Conestoga College Student Recreation Centre

Other Accolades
Sustainability
Evov1 – Canada's First Net Zero Building

Brownie Awards (various)
Seagram Lofts (2005)
Heartwood Place (2010)
The Tannery District (2014)
The Breithaupt Block (2014)
Region of Waterloo Rapid Transit Award (2016)

Heritage Awards (various)
The Walper Hotel (2020)
Grand River, Canadian Heritage River (1994)

Public Spaces
Waterloo Public Square (RAIC, CSLA)

People:
Rick Haldenby, Order of Canada
Leon Bensasson, ACO Heritage Award
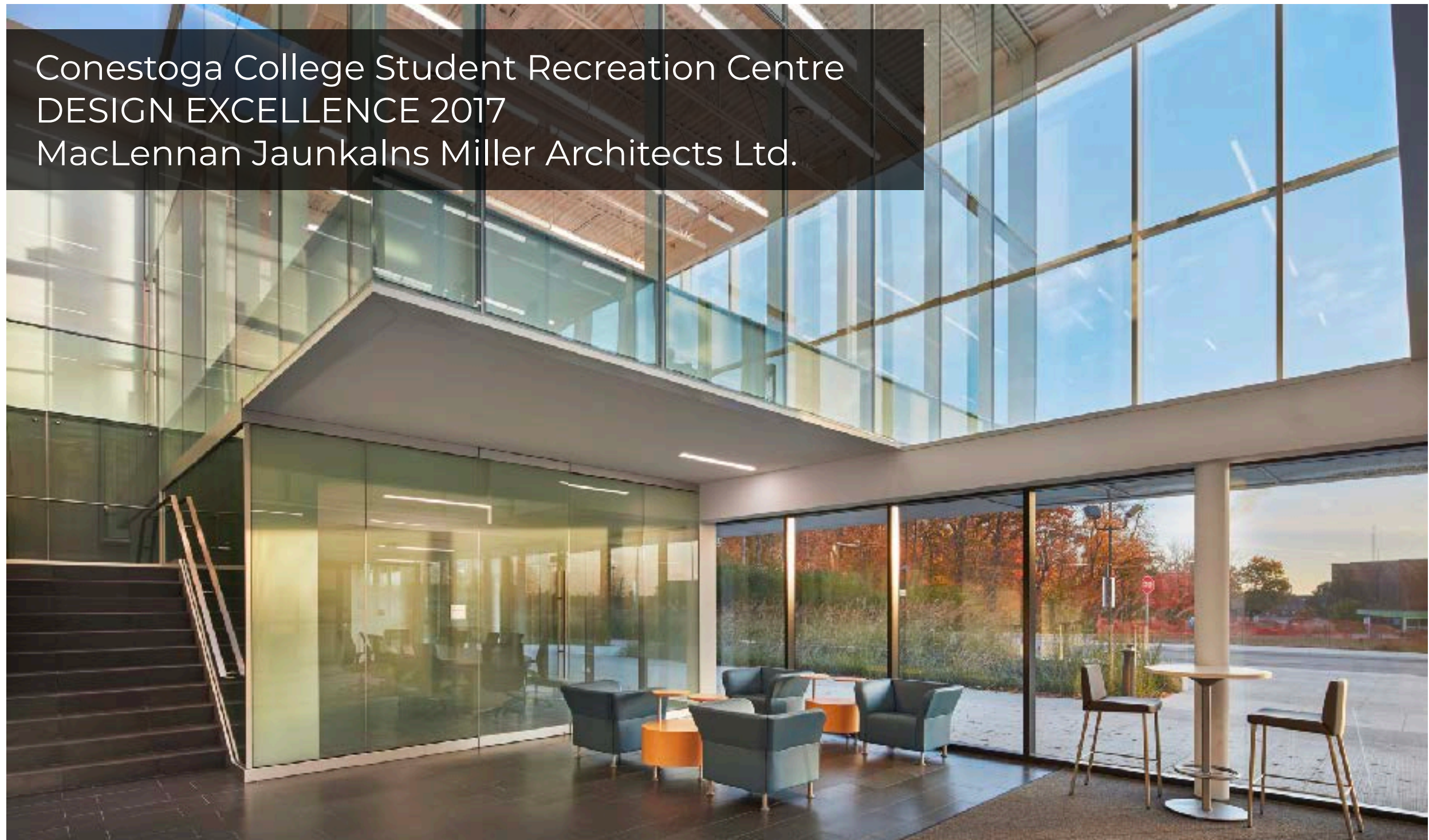Kenneth McLaughlin, Provincial Heritage Award

Experiential Learning, Event Elements & Recreational Tour Options with Six Nations of the Grand River

There are authentic experiences curated by Six Nations Tourism so guests can learn about Haudenosaunee history and culture.

Including but not limited to:
- Elder and knowledge keeper led experiences and cultural exchanges
- Indigenous culinary experiences
- Indigenous entertainment and artisan showcases
- Six Nations Tourism facilities:
  - Chiefswood National Historic Site
  - Her Majesty's Royal Chapel of the Mohawks
- Other museums and tours:
  - Woodland Cultural Centre
  - Kayanase | Longhouse Guided Tours
  - Canoeing and Kayaking
  - On the Water Cultural Experiences

Conestoga College Student Recreation Centre
DESIGN EXCELLENCE 2017
MacLennan Jaunkalns Miller Architects Ltd.

Potential Attractions
Idea Exchange (Camb)
Grand River River Walk (Camb)
Ride The ION (K-W)
Clay & Glass Gallery (Wloo)
The MUSEUM (Kit)
Art Walk (Kit).
St. Jacobs Market (and Village)
St.Jacob's Train
>75 restaurants in Uptown Waterloo
Various markets

WATERLOO
ARCHITECTURE

August 29, 2023

Dear David,

I want to add my enthusiastic support to the proposal to host the 2026 Annual Conference of the Ontario Association of Architects to Waterloo Region. The Region is not only growing in size and economic importance, it also has much improved transportation connections both internal and external. The patterns of intensification are fascinating. Finally, the Region is developing a design community and culture of its own.

The University of Waterloo School of Architecture has hosted major national and international meetings and conferences since moving to its location in Cambridge. I am certain the School would participate and assist in organizing and hosting the OAA Conference.

I wish you all the best with your bid for the meeting.

Yours truly,

Rick Halderby C.M. FRAIC
Professor

University of Waterloo, School of Architecture, 7 Melville Street South, Cambridge, Ontario, N1S 2H4

Image: Region of Waterloo

OAA CONFERENCE PITCH DECK
A Living Lab Architectural Experience in a Top Startup
Ecosystem along the Toronto-Waterloo corridor

GVSA
Grand Valley Society of Architects

August 28, 2023

Dear OAA Selection Committee,

The Grand Valley Society of Architects is pleased to submit this proposal to bring the 2026 Ontario Association of Architects Annual Conference to Kitchener Waterloo.

Since our 2025 submission, we have received enthusiastic support from a number of our community leaders in our Region including the City of Kitchener, City of Waterloo, the University of Waterloo School of Architecture and Conestoga College Construction Engineering Technology.

The Region of Waterloo is not only the fastest growing region in the country, but it is also home to several, major post-secondary academic institutions, Canada's High-tech industry and a thriving arts and design community.

We propose to rethink how conferences are delivered. Our intent is to decentralize the conference by using venues dispersed throughout the downtown area, thereby encouraging delegates to engage with Kitchener Waterloo while participating in events, much like the Sudbury model. We will also allow other delegates the opportunity to actively participate in the Conference remotely, by incorporating the latest communication technology available.

Once again, we are pleased to submit this proposal and look forward to hosting you in 2026!

See you in 2026!

David Thompson, OAA, former GVSA Chair   Ana Gascon, OAA, GVSA Chair

GVSA
Grand Valley Society of Architects

This is the second year in a row that the local society has been supportive of this bid. They have been very engaged in this process which bodes well for their involvement, support and championing of the OAA Conference before, during and after the events.

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Christie Mills, OAA Registrar

Date: September 12, 2023

Subject: Revisions to the Terms of Reference for the Complaints Committee and the Discipline Committee

Objective: Council approval for the revisions to the Terms of Reference

Terms of Reference for the Complaints Committee and the Discipline Committee were last updated in November 2022 in accordance with the OAA's Strategic Plan.

The revisions herein propose that committee eligibility require a member of both the Complaints Committee and Discipline Committee be:

- in good standing with the OAA;

- in compliance with the mandatory Continuing Education Program; and

- have no recent findings of guilt for professional misconduct or regulatory remedial actions.

These eligibility requirements serve the public interest by ensuring those OAA members who are making administrative decisions about the professional conduct of its members meet a minimum level of adherence to the OAA's regulatory requirements. Further, these requirements prevent members with active or recent concerns related to professional misconduct from serving as committee members, which, if allowed, would create reputational risk for the integrity of the complaints and discipline process.

In addition to the above proposed revisions, also included are housekeeping edits.

Action

Ontario Association of Architects

It was moved by... and seconded by... that Council approve the revisions to the Terms of Reference for the Complaints Committee and the Discipline Committee, as presented to Council on September 21, 2023.

Attachments

1. Revised Redlined Terms of Reference for the Complaints Committee

2. Revised Redlined Terms of Reference for the Discipline Committee

Ontario Association of Architects

Ontario Association of Architects

Terms of Reference
Complaints Committee

Approved: November 24, 2022
Review Date: September 21 2023

Purpose and Authority (Mandate)

The Complaints Committee exists to consider and investigate complaints regarding the conduct of licensed OAA members, and/or holders of a Certificate of Practice.

This Committee is a Statutory Committee of the Ontario Association of Architects and thus has no sunset date.

The Committee Chair and membership are appointed by OAA Council and are accountable to Council. The Committee will operate in accordance with the Architects Act, ~~the regulations~~R.S.O. 1990 (the Act), c. A.26, R.R.O. 1990, REGULATION 27 (the Regulation) and Bylaws under the Act, and in accordance with the policies, procedures, and practices of the Association.

The Committee shall consider and investigate complaints made by members of the public or members of the Association regarding the conduct or actions of any member of the Association or holder of a certificate of practice or a temporary licence, in accordance with section 30 of the Act.

The composition of the Complaints Committee is ~~set out~~established in section 29 of the Act.

Responsibilities

The Committee shall organize its work in accordance with its mandate to review complaints that are received by the OAA or review reports submitted by the Registrar, after a preliminary review and documentary exchange process is complete (Complaint).

The Committee shall be assigned to panels of no less than three committee members which shall include one member of Council (Panel). Complaints will be assigned to Panels by OAA staff to:

1. Determine an investigation plan for the Complaint, which may include the delegation of the investigation to an outside investigator;

2. Confirm the sufficiency of the investigation; and

3. Once the Panel has examined or has made every reasonable effort to examine all records and other documents relating to the Complaint, dispose of the Complaint as follows:

   (a) direct that the matter be referred to the Discipline Committee;

   (b) direct that the matter not be referred under clause (a); or

   (c) take such action as it considers appropriate in the circumstances and that is not inconsistent with the Act or the Regulation or Bylaws.

Prior to a matter being referred to the Discipline Committee, the panel ~~must~~may review a prosecutorial assessment to determine its judicial viability.

Additional responsibilities of the Committee include:

1. Attending quarterly meetings, including attending mandatory annual training;
2. Declaring any conflict of interest prior to the consideration of a Complaint;
3. Reviewing interim information concerning the status of Complaints circulated by OAA staff every two months;
4. Attending Committee training by outside consultants and/or provided by OAA staff;
5. Providing annual feedback on the procedures for handling Complaints.

Composition and Term Limits

The Complaints Committee shall be composed of

(a) at least one member of the Council who was elected to the Council;

(b) at least one member of the Council who was appointed to the Council by the Lieutenant Governor in Council; and

(c) such other members of the Association as may be appointed by the Council.

No person who is a member of the Discipline Committee shall be a member of the Complaints Committee. The Council shall name one member of the Complaints Committee to be chair. Three members of the Complaints Committee, of whom one shall be a person elected to the Council, constitute a quorum.

Vacancies on the Committee will be advertised to the membership via OAA News and other outlets. Attempts will be made to ensure a ~~good~~ cross-section of OAA members are engaged based on ~~several~~ factors which may include experience, practice size, client segment served, and geographic location, as well as ensuring inclusion of ~~diverse,~~ underrepresented voices in the spirit of an equitable profession reflective of Ontario.

Committee members are appointed by Council based on the recommendation of the Committee Chair for a term of up to three years, with a maximum of two consecutive terms, unless extended by Council.

Eligibility for Committee Members

To be eligible to apply for a position on the Complaints Committee, members must:

- Be in good standing with the OAA, in accordance with section 4(2) of the Regulation, and in compliance with the OAA's mandatory Continuing Education (ConEd) Program,

- Not be the subject of a current Registrar's Investigation, Complaint, or Discipline matter by any professional regulator,

- Not have been found guilty of professional misconduct within the last 10 years by any professional regulator,

- Not be the subject of any remedial action pursuant to section 30(2)(c) of the Act within the last five years (e.g. caution, undertaking, etc.) by the Complaints Committee, and

- Not have been the subject of more than two remedial actions and/or findings of professional misconduct.

Chair Profile

To serve as Chair of the Complaints Committee, the member must:

- be an OAA member appointed to Complaints Committee by OAA Council from current Complaints Committee membership,
- Not be a current representative of OAA Council nor appointed by the Lieutenant Governor in Council,

- Be appointed on an annual basis,
- Participate fully in Committee deliberations and decision-making when assigned to a panel,
- Interview potential Committee members, and
- Chair four meetings with the full Committee.

Roles & Responsibilities of Committee Chairs and Committee Members

The Chair and individual committee members will conduct themselves in accordance with the OAA's Policy regarding *Roles and Responsibilities of Committee Chairs and Committee Members.* The OAA's Policy regarding *Respectful Work Policy for Members of Council* extends to all Committee volunteers.

Review

The Committee will review its mandate and Terms of Reference every two years with a view to refreshing and ~~reconfirming~~reaffirming its focus and that its mandate continues to align with the OAA's Vision and Mandate and current strategic plan. The Committee shall ~~advance~~provide any proposed modifications of its Terms of Reference to OAA Council for approval.

Meetings

The full Committee will meet approximately four times per year. Panel meetings will occur on an as needed basis. Meetings will be held in accordance with the OAA's Policy regarding *Return to Office and Hybrid Work Options* and within core office hours. The work of the Committee can also be conducted in a spontaneous manner between formal meetings via email, telephone, Zoom, or other means.

Agendas are set by the Chair of the Committee in consultation with Staff and in accordance with the OAA's policy regarding *Preparation of Meeting Agendas and Notes.* The ~~committee~~Committee or Panels may invite guests to its meetings as agreed by the Committee or Panel.

If a member is not able to participate in a meeting, the member should speak with the Chair in advance to provide their perspective. The member may also submit written comments and/or documentation to the Chair through Staff 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.

Staff Coordination and Support

OAA Staff support to the Committee is provided by:

- Coordinator, Investigations
- Deputy Registrar

Panels may delegate investigations, decision writing, prosecutorial assessments and other relevant legal advice to outside professionals.

Staff will be accountable for conducting preliminary reviews of Complaints, coordinating the document exchange process, providing status updates, scheduling Committee meetings, Panel meetings, coordinating investigations, prosecutorial assessments, communicating the results of the complaint to the parties, and coordinating with the Complaint Review Councillor and the Discipline Committee, as required.

Staff shall not be assigned work by the Committee or its Chair that is not documented in the Committee's scope within its terms of reference.

Ontario Association of Architects

Terms of Reference
Discipline Committee

Approved: November 24, 2022
Review Date: September 21 2023

Purpose and Authority (Mandate)

This Committee is a Statutory Committee of the Ontario Association of Architects and derives its statutory authority from the *Architects Act, R.S.O. 1990, c. A.26* and R.R.O. 1990, Regulation 27: GENERAL.

The Committee is constituted in accordance with section 30 of the *Architect Act*. Activities of the Discipline Committee are governed by the *Architects Act*, Regulation 27, OAA Bylaws, OAA Council policies and the Statutory Powers Procedure Act.

The Discipline Committee hears and determines allegations of professional misconduct and/or incompetence against an OAA licence holder or a holder of a certificate of practice. The Committee's jurisdiction is triggered upon a decision of the Complaints Committee or Council to refer a matter to the Committee for determination. The parties to a discipline proceeding are set out in the *Architects Act*.

The Committee Chair and membership are appointed by OAA Council and are accountable to Council. The Committee 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 Committee may make recommendations to Council for consideration and approval, but may not make actions, resolutions or binding commitments without Council approval. The Committee is not authorized to make expenditures or to direct the Staff of the organization, unless delegated such authority through these Council-approved Terms of Reference or by Council resolution.

Responsibilities

The Committee shall organize its work in accordance with its mandate and the schedule of referrals as required. The Discipline Committee shall,

a) when so directed by the Council or the Complaints Committee, hear and determine allegations of professional misconduct or incompetence against a member of the Association or a holder of a certificate of practice or a temporary licence;

b) hear and determine matters referred to it under section 30, 33 or 42 of the Act; and

c) perform such other duties as are assigned to it by the Council.

A disciplinary inquiry is a formal hearing by a Discipline Committee into the charges that have been recommended against the respondent. The Discipline Committee is separate from the Complaints Committee. At a hearing, the OAA and the respondent may present evidence, call and cross-examine witnesses, and make arguments about the case. The parties

may be represented by legal counsel at their own expense. Note that the complainant is not a party in a disciplinary hearing.

At the end of the hearing, the Discipline Committee makes a decision as to whether the allegations of professional misconduct and/or incompetence have been proven or should be dismissed, and issues written reasons for its decision. If a finding of professional misconduct and/or incompetence has been made, the Discipline Committee also separately decides upon an appropriate penalty.

Penalties for professional misconduct and/or incompetence vary with the circumstances of the case. A range of penalties are available, such as a reprimand, a fine, hearing costs, conditions imposed on a licence or certificate of practice, suspension from practice, or revocation from the register.

Decisions of a Discipline Committee may be appealed to the Divisional Court.

Composition and Term Limits

The Discipline Committee shall be composed of,

a) at least one person appointed to the Discipline Committee by the Council from among the members of the Council elected to the Council;

b) at least one person who is a member of the Council appointed by the Lieutenant Governor in Council; and

c) the persons appointed to the Discipline Committee by the Council from among the members of the Association who have not less than ten years experience in the practice of architecture.

Three members of the Discipline Committee, of whom one shall be a person appointed to the Council by the Lieutenant Governor in Council, constitute a quorum, and all disciplinary decisions require the vote of a majority of the members of the Discipline Committee present at the meeting.

The Council shall name one member of the Discipline Committee who is a member of and elected to the Council to be chair.

Vacancies on the Committee will be advertised to the membership via OAA News and other appropriate outlets. Attempts will be made to ensure a good cross-section of eligible OAA members are engaged based on several factors, including experience, practice size, client segment served, and geographic location, as well as ensuring inclusion of diverse, underrepresented voices in the spirit of an equitable profession reflective of Ontario.

Committee members are appointed by Council for a term of up to three years, with a maximum of two consecutive terms, unless extended by Council.

Eligibility for Committee Members

To be eligible to apply for a position on the Discipline Committee, members must:

- Be in good standing with the OAA, in accordance with section 4(2) of the Regulation, and in compliance with the OAA's mandatory Continuing Education (ConEd) Program,

- Not be the subject of a current Registrar's Investigation, Complaint, or Discipline matter by any professional regulator,

- Not have been found guilty of professional misconduct within the last 10 years by any professional regulator,

- Not be the subject of any remedial action pursuant to section 30(2)(c) of the Act within the last five years (e.g. caution, undertaking, etc.) by the Complaints Committee, and

- Not have been the subject of more than two remedial actions and/or findings of professional misconduct.

Other Duties and Responsibilities

Roles & Responsibilities of Committee Chairs and Committee Members

The Chair and individual 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 Committee volunteers.

Reporting

The Committee will report to the Council via the Registrar's report as appropriate.

Meetings

The Committee will meet as required and according to the monthly schedule reserved at the beginning of each calendar year. 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 Committee can also be conducted in a spontaneous manner between formal meetings via email, telephone, Zoom, or other means.

Staff Coordination and Support

OAA staff support to the Committee is provided by:

- Administrative Assistant, Registration
- The Registrar

Staff will be accountable for scheduling committee meetings and hearings, supporting the committee's development of its annual calendar, and ensuring the committees' reporting to Council, including hearing summaries and supporting documentation, are completed on a timely basis.

Staff shall not be assigned work by the Committee or its Chair that is not documented in the Committee's annual work plan or is out of scope with its terms of reference.

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Finance & Audit Committee

Ted Wilson, Chair   Lara McKendrick, Councillor
John Stephenson, Member-at-large

Date: September 21, 2023

Subject: Appointment of LGIC to Finance & Audit Committee

Objective: For Council to approve appointment of LGIC, Jim Butticci to Finance & Audit Committee

As there is currently a vacancy on the Finance & Audit Committee, as previously filled by LGIC Gaganjot Singh, the Committee recommends that the new LGIC Jim Butticci be appointed to the Finance & Audit Committee.

Action

It was moved by Ted Wilson and seconded by Lara McKendrick that Jim Butticci be appointed to the Finance & Audit Committee effective September 21, 2023.

Attachments

None

Ontario Association
of Architects

President's Log

FOR COUNCIL MEETING
September 21, 2023
(open)
ITEM: 6.1

Date	Event/Meeting	Location	Attendees	Time
June 20	Society Chairs Meeting	Sudbury	w/Society Liasons, Society Chairs, K.Doyle	3-5:00 p.m.
June 20	Sudbury Kitchen Party	Sudbury	w/conference attendees	7:30-9:30 p.m.
June 21	Conference Opening Ceremony	Sudbury	w/conference attendees	9-10:00 a.m.
June 21	NOSA Social Event	Sudbury	w/conference attendees	7-10:00 p.m.
June 22	President's reception/SHIFT Challenge & Recognition Event	Sudbury	w/conference attendees	6:30-7:30 p.m.
June 22	Archifete	Sudbury	w/conference attendees	9-11:00 p.m.
June 26	EABO Meeting	Virtual meeting	w/EABO members, K.Doyle	9:30-11:30 a.m.
June 30	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
July 7	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
July 12	Act Modernization	Virtual meeting	w/R.Durcan, K.Doyle, C.Mills	2-3:00 p.m.
July 14	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
July 21	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
August 9	Windsor Society Meeting w/Honorary Member MP Masse	Windsor	w/Society members, MP Masse	5:30-9:00 p.m.
August 10	Education Cttee under the Trust	Virtual meeting	w/K.Schuhmann, T.Wilson, K.Doyle	3-3:30 p.m.
August 11	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
August 15	Governance Committee	Toronto/virtual	w/committee members	10:00 a.m.- 1:00 p.m.
August 15	2024 Conference Brainstorming Session	Toronto/virtual	w/Conference team, other Committee participants	1:30 - 4:30 p.m.
August 17	2023 Society Visits - Agenda meeting	Virtual meeting	w/K.Doyle, C.Myktyshyn, K.Hunks	11:00 a.m. - 12 noon
August 17	Meeting w/Attorney General	Virtual meeting	w/Minister Downey, K.Doyle	1-1:30 p.m.
August 18	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
August 25	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
August 28	Governance Committee - Succession Planning, etc.	Virtual meeting	w/Governance Committee	1 - 2:00 p.m.
August 29	LGIC Orientation	Virtual meeting	w/J.Butticci, K.Doyle, C.Mills	3-4:30 p.m.
September 1	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
September 6	Executive Committee	Virtual meeting	w/Executive Committee	11:00 a.m. - 12 noon
September 8	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
September 12	EDI Firms Roundtable	Virtual meeting	w/K.Doyle, Architectural Firms	2-4:00 p.m.
September 13	Society Visit - Northumberland-Durham, Northwestern, Windsor	Virtual meeting	w/Society members, K.Doyle, C.Myktyshyn, K.Hunks	6-7:30 p.m.
September 14	ACEC Ontario AGM	Virtual meeting	w/ACEC, K.Doyle	10:00 a.m. - 12 noon
September 14	Governance Committee	Virtual meeting	w/committee members	12-12:30 p.m.
September 15	President/Executive Director Meeting	Virtual meeting	w/K.Doyle	8-9:00 a.m.
September 19	CDAO AGM	Toronto/virtual	w/CDAO members	10:00 a.m.- 1:00 p.m.
September 20	Pre-Council Dinner	Toronto	w/Council	6:30-9:00 p.m.
September 21	Council Meeting	Toronto/virtual	w/Council	9:30 a.m. - 4:00 p.m.

Executive Director Report to Council

September 21, 2023
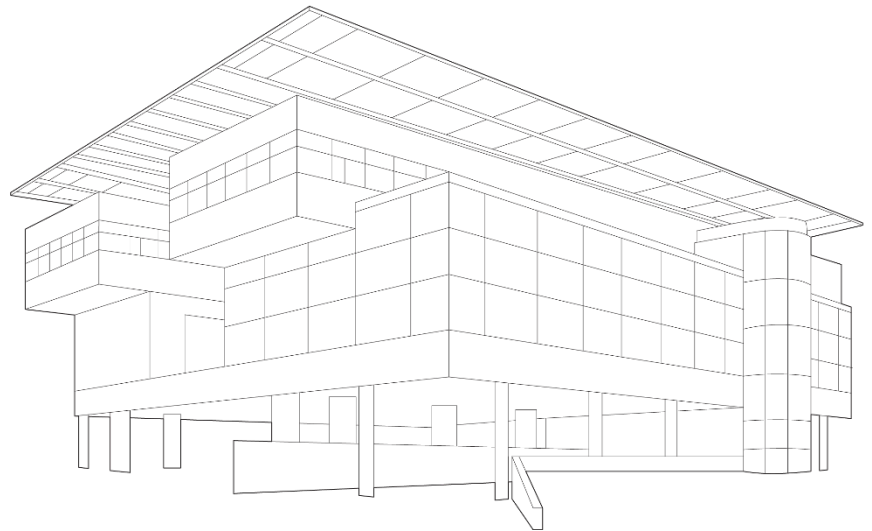
PRESENTED BY

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

The summer months have allowed for some decision making and/or the completion and wind up of a few individual projects and initiatives that had been planned for this year and which speak directly to the OAA Strategic Plan. This includes the K-12 Big Think Roundtable and the EDI Roundtable with Architectural Practices.

Staff, Council and Committees continue to use the operational and committee work plans that have been developed under the Strategic Plan for 2023 to guide their work.

Operational Review

The percentage of completion of the recommendations stemming from the Operational Review as reported to the June meeting is 46.3. The focus of the remainder of recommendations is on HR and IT. Within those two buckets, there are action and implementation strategies that span a number of years, thus completion will not be likely be realized until Year 4 or 5 of the plan. As recommended in the 5-year implementation plan, the Governance Committee has begun the process of focussing on succession planning for senior management, which was to begin in year 3 – October marks the beginning of year 3.

As we reach the end of year 2, I am pleased with the progress that we have made as an organization, and as a team. The work done to date to implement the original set of recommendations has been very positive and has served to further the strategic pillar of: ***Governance & Operations: Enhance our governance and operational***

Administration + Operations

At the end of August the OAA was fully staff, which is a first since the onset of COVID. OAA Manager, Human Resources – Kathy Armbrust has been instrumental in making this happen in the most effective and efficient manner. OAA Deputy Registrar, Claire Hepburn has taken on high level oversight for the OAA's mandatory Continuing Education program.

Staff were busy during June and July preparing first drafts of program and committee budgets for 2024 in concert with the respective committees. The Finance & Audit Committee met on August 24 to review the draft 2024 operating and capital budgets. Compliments to the Committee for their work in reviewing the drafts and to their big picture thinking and efforts to future planning around the OAA's restricted reserves.

Full staff meetings continue on Wednesday each week and our 'peer to peer' learning restarted after labour day after a short summer hiatus. Annual staff performance evaluations are underway.

The Registrar and I continue to devote considerable time and effort to address the necessary legislation, which will address the outcome from the Court Order.

Monthly Team Leads meetings were held on July 17, August 21 and September 18.

Over the summer, the task of reviewing all OAA files that are currently being held in storage was commenced. Staff will be marking files that can be destroyed and/or recalled back to the OAA for digital archiving. The files in storage had grown over time, in direct relation to the building renovation project. The clean up process had been stalled due to COVID.

Staff will be receiving ergonomic training in the month of October. This training is in direct response to feedback received through the post-renovation occupant survey administered by the National Research Council

The staff participated in Disaster Preparedness Training at the OAA Building in early August. Thanks to the Social Committee for also arranging Ice Cream Day for staff!

The OAA elevator modernization project is now complete.

Ontario Association of Architects

As noted under a separate agenda item, staff are moving forward with some easily achieved items to address the results of the National Research Council (NRC) Report re. *Energy Monitoring of Ontario Association of Architects Headquarters Building* and *Occupancy evaluations – Ontario Association of Architects (OAA) case study.*

Meetings of the Trustees and the Education Committee under the Trust Fund were held in July and August

The formal procurement process for the OAA's Conference Planners was completed at the end of June. A full RFP had been issued earlier in the spring and QBS was used to select the preferred proponent. A staff team of 5, all of which are heavily involved in the OAA Conference were involved in the interviews and selection team.

Public Outreach + Education

The annual meeting of Society Chairs and Councillor Liaisons held on June 20 in Sudbury was a great success. The final report from the meeting is included under a separate item in this meeting agenda. The outcomes from the meeting are being used as the focus for the agenda of the annual Society Visits with the President which begin virtually on September 13. Attending the meetings will be the President and respective Councillor Liaisons as well as OAA Architectural Graduate, Katie Hunks; OAA Public Outreach Specialist Cynthia Mykytyshyn; and, me.

I attended a meeting of the Board of the Construction and Design Alliance Ontario (CDAO) on August 8 and September 11. The next full Forum meeting will occur on September 20 coupled with the AGM for the CDAO. The meetings were hosted at the OAA Headquarters. OAA President Vilardi and Immediate Past President Speigel along with OAA Manager Policy & Government Relations, Sara Trotta and I will attend.

A number of tours of the OAA Headquarters are scheduled for this fall. Groups touring the building include Ontario Power Generation, Toronto 2030 District, and Architectural Students from TMU. A tour of the building from an EDI perspective was also provided to *Empowered EDI.*

On invite, I will be speaking with students at the McEwen School of Architecture/Laurentian U on September 19 in the evening, along with Registrar Mills. I will also be presenting *An Introduction to the OAA* on the evening of September 18 to students at the Azrieli School of Architect/Carleton U. Mills will be speaking with the same students later on in the fall curriculum.

National Initiatives

The *Review & Modernization of the Examination for Architects in Canada (EXAC)* project will wrap up at the end of September. The final Report and Recommendations from the consultant will be presented to the national meeting of the Regulators on October 20.

President Vilardi, SVP & Treasurer Wilson, Registrar Mills and I will be attending the semi-annual meetings of the Regulatory Organizations for Architecture in Canada (ROAC) in Toronto on October 19 and 20.

Ontario Association of Architects

A meeting of the Monitoring Committee under the Canada/US/Mexico Tri-National agreement will be held in Mexico from November 23-25. OAA Registrar Christie Mills will be attending on behalf of the OAA which provides the secretariat function for the agreement on behalf of ROAC

Relationship Building

I met with Pro-Demnity President & CEO Bruce Palmer on September 12 for a virtual check-in.

We continue to await receipt of Infrastructure Ontario's (IO's) draft supplementary conditions to the OAA's new Document 600-2021. IO has agreed to move to the new document as their base form of agreement on architectural projects; however, they will be issuing a set of vendor specific supplementary conditions (SC).

Looking Ahead

The following is coming up:

OAA Membership Demographic Survey – As directed by Council in April, a three-year analysis will be done with a view to updating questions/terminology as necessary. Consideration will also be given to the frequency of the survey. A report will be presented to Council by the end of the year.

OAA Manager Practice Advisory Services, Mélisa Audet and Practice Advisor, Allen Humphries will be presenting a webinar on OAA Contracts and Procurement to the members of the Ontario Public Buyers Association on October 19, 2023.

The next OAA/OGCA Best Practice Group meeting is scheduled for October 25, 2023.

Office of the Registrar Statistical Report

FOR THE PERIOD JUNE 7 TO SEPTEMBER 5 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 no ERC assessment interviews held in the period of June 7 to September 5, 2023. There is one (1) assessment interview booked for September 12, 2023.

Ontario Association of Architects

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, 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 of June 7 to September 5:

Total Inquiries[1]	6
Total Complaints	15
Held in abeyance	2
Preliminary Review Stage	0
Active[2]	1
Closed	
Not referred (dismissed)	4
Not referred (caution)	2
Referred to Discipline	0
Registrar's Investigations[3]	1
Good Character Investigation	2

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.

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.

---

[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 a committee

Ontario Association
of Architects

Currently there is

- One (1) case ongoing;
- Two (2) cases to be scheduled;
- One (1) hearing scheduled for September; and
- One (1) ongoing appeal.

Registration Committee

When the Registrar proposes to refuse (Notice of Proposal (NoP)) 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.

The Registration Committee is currently experiencing a large influx of hearing requests. At the time of drafting this memo, there were

- twenty nine (29) hearings awaiting scheduling; and
- one (1) hearing scheduled for October 6, 2023.

There are OAA staff dedicated to administer these matters and OAA legal counsel is prepared as required. There will also be a dedicated staff Hearings Officer to coordinate and support the Registration Committee. The Committee's independent legal counsel (ILC) is actively working with the Committee.

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.

Ontario Association of Architects

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.

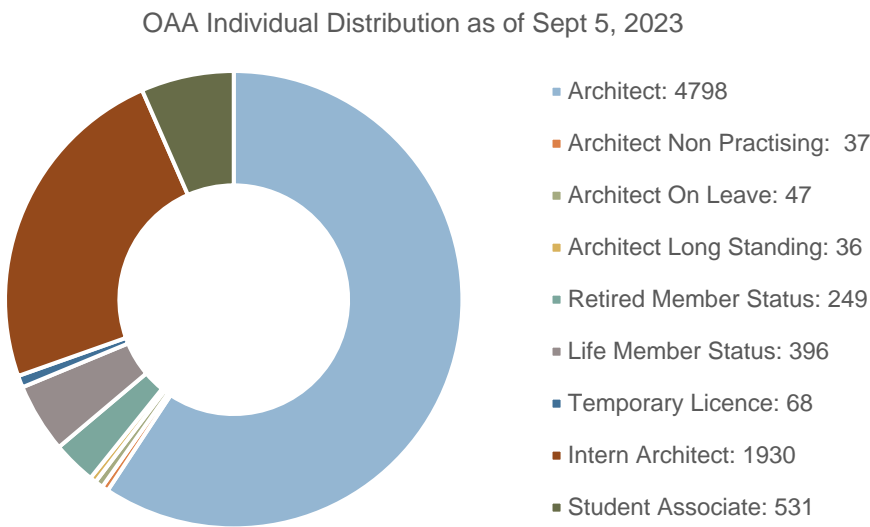Below are the act enforcement statistics from June 7 through September 5, 2023:

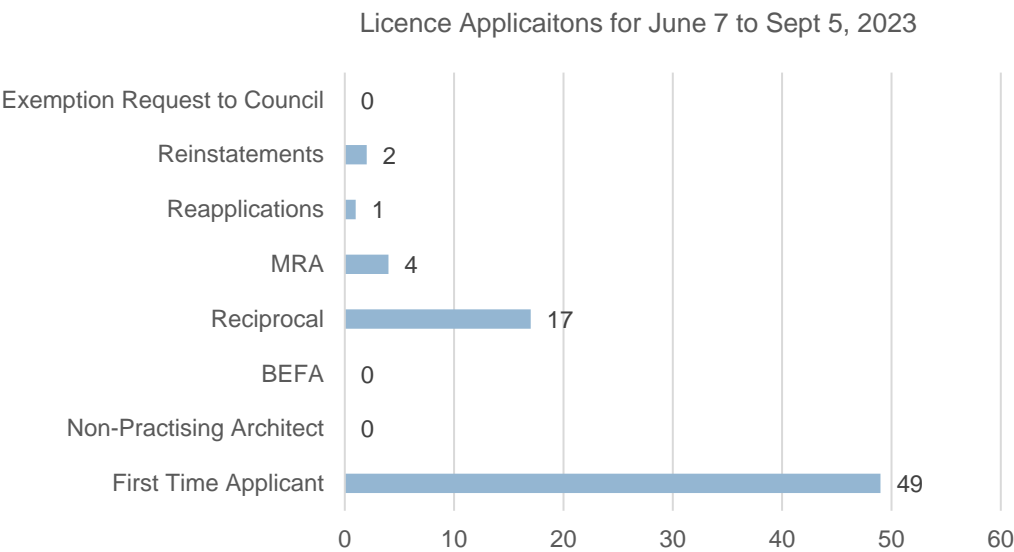| **Active files/ Ongoing investigations**	**65**
Resolved by Legal Counsel	2
Resolved by OOTR	17
Unable to locate	2
No breach found	3
Injunctions	1

Statistics

Below are the OAA community statistics as of September 5, 2023 indicating current records as well as changes for the period of June 7 to September 5, 2023.

OAA Members and Status Holders

OAA Individual Distribution as of Sept 5, 2023

- Architect: 4798
- Architect Non Practising: 37
- Architect On Leave: 47
- Architect Long Standing: 36
- Retired Member Status: 249
- Life Member Status: 396
- Temporary Licence: 68
- Intern Architect: 1930
- Student Associate: 531

Licence Applications

Licence Applicaitons for June 7 to Sept 5, 2023

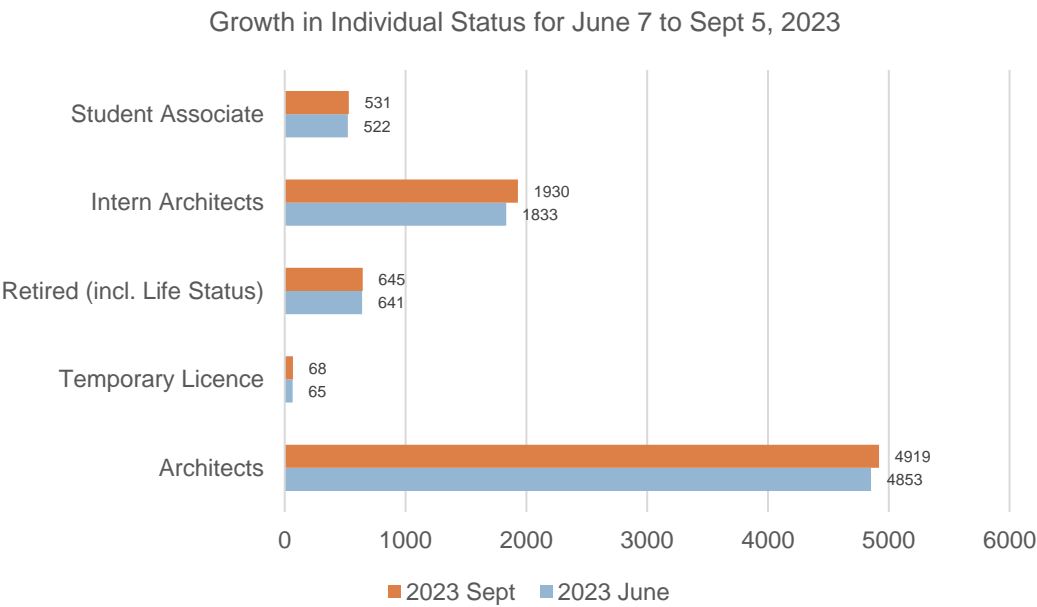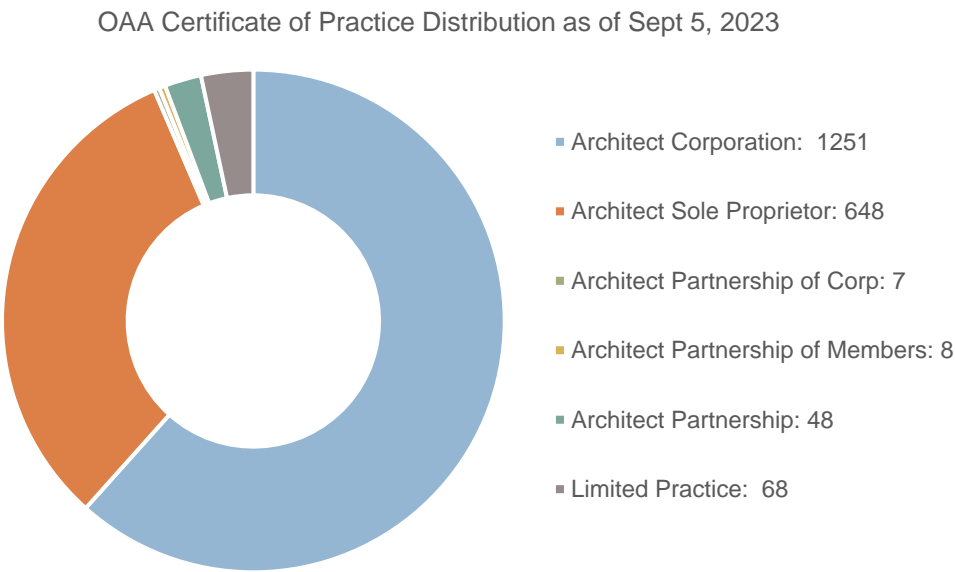| Category	Count
Exemption Request to Council	0
Reinstatements	2
Reapplications	1
MRA	4
Reciprocal	17
BEFA	0
Non-Practising Architect	0
First Time Applicant	49

- Total licence applications received for period were 74;
- Total licence applications approved for period were 73; and
- Of the 49 First Time Applicants 17 were internationally educated applicants.

Ontario Association of Architects

Growth in Individual Status

Growth in Individual Status for June 7 to Sept 5, 2023

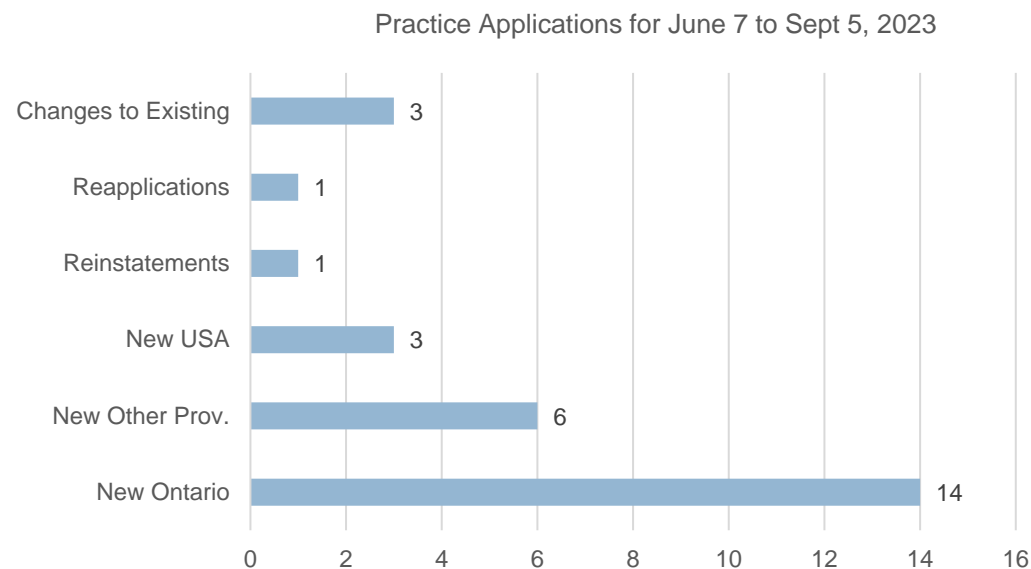| Status	2023 Sept	2023 June
Student Associate	531	522
Intern Architects	1930	1833
Retired (incl. Life Status)	645	641
Temporary Licence	68	65
Architects	4919	4853

- Total Intern Architect applications received for period was 113;
- Total Student Associate applications received for period was 58;

Certificate of Practice

OAA Certificate of Practice Distribution as of Sept 5, 2023

- Architect Corporation: 1251
- Architect Sole Proprietor: 648
- Architect Partnership of Corp: 7
- Architect Partnership of Members: 8
- Architect Partnership: 48
- Limited Practice: 68

Ontario Association of Architects

Certificate of Practice Applications

Practice Applications for June 7 to Sept 5, 2023

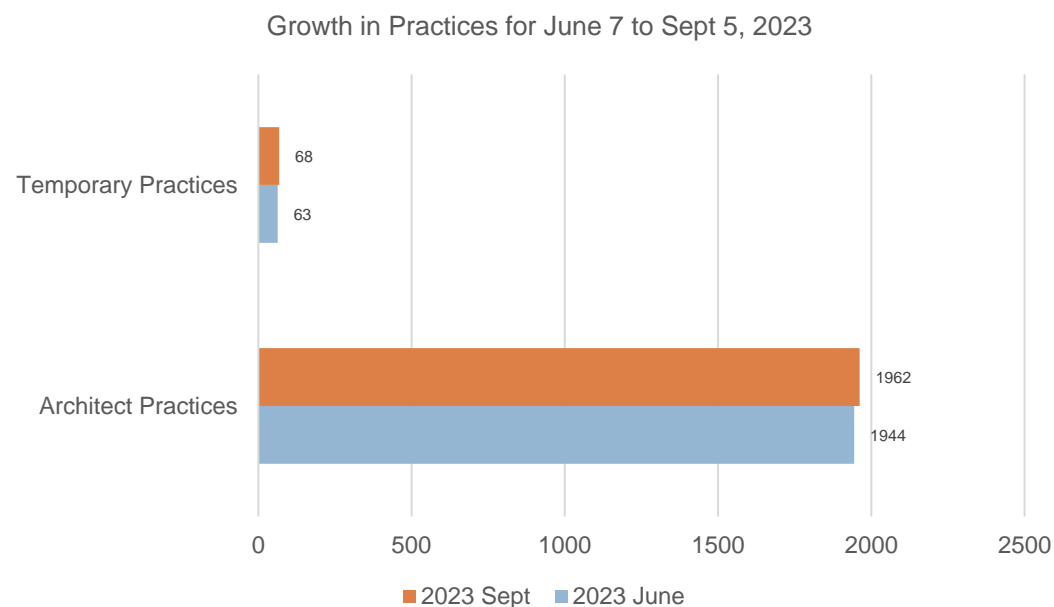| Category	Value
Changes to Existing	3
Reapplications	1
Reinstatements	1
New USA	3
New Other Prov.	6
New Ontario	14

- Total certificate of practice applications received for period were 44
- Total certificate of practice applications approved for period were 34

Growth in Practices

Growth in Practices for June 7 to Sept 5, 2023

Category	2023 Sept	2023 June
Temporary Practices	68	63
Architect Practices	1962	1944

Ontario Association of Architects

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: William (Ted) Wilson, Senior Vice President and Treasurer

Date: September 21, 2023

Subject: Unaudited Financial Statements for the Nine Months Ended August 31, 2023

Objective: To provide the nine months (Quarter 3 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

Ontario Association of Architects

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 (updated) at $20,619 ($8.60/2*4795)

Total Allocated from Policy Contingency as of August 31, 2023 $63,944.
Remaining amount in Policy Contingency $45,406.

Additional ITEMS of NOTE for August 31, 2023:

Revenue:

Fees received to date are $7,174,707, representing 96% of the budgeted annual fees revenue. Of this, $146,000 has been refunded as required due to the court order. The refunds were processed and paid out at the end of June.

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 has been adjusted regarding Court Order costs and now reflects only costs arising from normal operations. YTD total includes a refund from Chubb Insurance regarding prior year costs that were paid by OAA and should have been paid by Chubb. We continue to track costs relating to the Court Order as extra-ordinary expense on the 2023 Operating Budget. Some of these costs are expected to continue into the next fiscal year and have been included in the 2024 budget accordingly.

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.

Council will note that a line item has been added regarding the outcome of the Court Order. This is reflected as an Extraordinary Expense for the year, which can be allocated against Unrestricted Members Equity.

Ontario Association
of Architects

Action

None. For information only.

Attachments

Financial Statements for nine months ended August 31, 2023.

Ontario Association
of Architects

ONTARIO ASSOCIATION OF ARCHITECTS
Balance Sheet
Nine Months Ended August 31, 2023

	2023 (8 months)		2022 (8 months)	
ASSETS				
CURRENT				
Petty Cash	500		500	
Cash-CIBC	635,643		265,581	
Cash-Premier Investment Account (PIA)	2,562,763	3,198,906	1,356,595	1,622,676
Term Deposits - General	7,000,000	7,000,000	6,030,671	6,030,671
Accounts Receivable	-618,450		-299,282	
Long Term Member Accounts Receivable	8,042		7,769	
NSF Cheques	2,040		2,240	
Accrued Interest	0		0	
HST - Input Tax Credits	33,628		94,845	
HST Receivable	47,187	(527,461)	1,260,392	1,065,964
Prepaid Expenses	270,479		259,829	
Prepaid Miscellaneous	150		10,563	
Inventory	10,061	280,691	22,235	292,627
Total Current		9,952,136		9,011,939
LONG TERM				
Land	470,000		470,000	
Furniture & Equipment	553,841		551,480	
Computer Equipment	1,340,680		1,032,705	
Website Development	507,014		439,809	
Building - 111 Moatfield Drive	10,945,370		10,929,938	
Building Additions	2,537,447		2,289,876	
Total Property & Equipment		16,354,352		15,713,808
Accumulated Depreciation - Furniture & Equipment	-309,165		-259,962	
Accumulated Depreciation - Computer	-845,948		-591,248	
Accumulated Depreciation - Website Development	-412,940		-345,559	
Accumulated Depreciation - Building	-2,292,329		-2,018,058	
Accumulated Depreciation - Building Additions	-1,615,894		-1,454,954	
Total Accumulated Depreciation		(5,476,274)		(4,669,780)
Net Fixed Assets		10,878,077		11,044,028
Investment in Pro-Demnity	33,392,693	33,392,693	32,807,966	32,807,966
Total Assets		**54,222,906**		**52,863,933**
LIABILITIES				
CURRENT				
Accounts Payable	8,445		-53,772	
Refund Clearing	11,400		6,111	
CExAC Payable	1,485,056		860,217	
CExAC Operating Fund	-839,411		-146,957	
RBC-LTD Clearing	-7,108		-5,597	
Stale Dated Refund	214		214	
HST Payable	5,618		6,105	
		664,213		666,321
Deferred Revenue - Fees	507,715		560,043	
Deferred Revenue - ConEd	9,523		6,844	
		517,238		566,887
Mortgage Payable - Current	48,458	48,458	48,458	48,458
Total Current		1,229,909		1,281,666
LONG TERM				
Mortgage Payable - Long Term	4,102,730		4,296,560	
Total Long Term Liabilities		4,102,730		4,296,560
Total Liabilities		**5,332,639**		**5,578,226**
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)	2,394,693		2,255,280	
Members Equity Closing		48,890,267		47,285,707
Total Liabilities & Equity		**54,222,906**		**52,863,933**

Members' Equity:			
Invested in:			
Pro-Demnity Insurance Company		33,392,693	32,807,966
Cumulative Net unrealized gains and losses on available for sale financial assets			
Property & Equipment		6,726,889	6,699,010
Major Capital Reserve (Internally Restricted)		**1,250,226**	**749,735**
Operating Reserve		**1,148,127**	**1,048,127**
Legal Reserve Fund (Internally Restricted)		**202,500**	**162,500**
Unrestricted		6,169,832	5,818,369

OAA Members' Equity	15,497,574	OAA Members' Equity	10,242,119

ONTARIO ASSOCIATION OF ARCHITECTS
Statement of Cash Flows
Nine Months Ended August 31, 2023

Operating Activities:	
Excess (deficiency) of revenue over expenses	2,394,693
Add items not involving cash:	
Amortization of property and equipment	584,594
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	1,077,601
Inventories	4,440
Prepaid expenses	119,218
Accounts payable and accrued liabilities	(270,937)
Deferred revenue	(313,542)
Major Capital Reserve Fund (Internally Restricted)	0
Operating Reserve Fund (Internally Restricted)	0
Legal Reserve Fund (Internally Restricted)	0
Cash flows from operating activities	3,596,067
Financing Activities:	
Mortgage Payable - Current	(145,372)
Cash flows from financing activities	(145,372)
Investing activities:	
Short-term deposits	(969,329)
Purchase of property and equipment	(365,679)
Cash flows from investing activities	(1,335,007)
Net increase/(decrease) in cash during the year	2,115,687
Cash, beginning of year	1,083,219
Cash, end of period	**3,198,906**
Per Balance Sheet	3,198,906

Statement of Revenue and Expenses
Nine Months Ended August 31, 2023

	2022 ACTUAL-YTD			2023 ACTUAL-YTD			2023 ANNUAL BUDGET			2023 BUDGET PROJECTION			2023 BUDGET VARIANCE	
	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total
REVENUE														
Fees	6,903,937		88.4%	7,174,707		91.9%	7,413,907		88.0%	7,413,907		89.1%	0	
Classifieds Revenue	18,108		0.2%	16,575		0.2%	22,000		0.3%	22,000		0.3%	0	
Conference Revenue	613,977		7.9%	249,431		3.2%	614,665		7.3%	381,314		4.6%	233,351	
Continuing Education:	0													
Admission Course Revenue	0		0.0%	0		0.0%	7,000		0.1%	7,000		0.1%	0	
Continuing Education Revenue	44,571		0.6%	26,985		0.3%	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	17,272		0.2%	18,206		0.2%	20,000		0.2%	20,000		0.2%	0	
ExAC Jurisdiction Exam Fee	136,988		1.8%	0		0.0%	70,000		0.8%	70,000		0.8%	0	
Interest Earned	51,669		0.7%	320,269		4.1%	187,600		2.2%	320,269		3.8%	-132,669	
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		0.0%	5,500		0.1%	5,500		0.1%	0	
Awards Income	7,400			-200		0.0%	0		0.0%	0		0.0%	0	
Recovery of Discipline Charges	18,000		0.2%	750		0.0%	24,000		0.3%	24,000		0.3%	0	
Total Revenue		7,811,922	100.0%		7,810,162	100.0%		8,423,832	100.0%	0	8,323,150	100.0%		100,682
										0				
EXPENDITURES														
Council & Executive		777,977	14.0%		917,287	16.9%		1,413,176	16.8%	0	1,398,271	16.4%		14,905
Attendance-Selected Conference	0			4,160			0			4,160			-4,160	
AGM (Annual General Meeting)	41,797			7,792			30,713			7,792			22,921	
Committees & Task Groups:	0									0				
Governance and HR Committee	50,975			712			36,291			26,000			10,291	
Finance and Audit Committee	0.0			0.0			1838.5			1838.5			0.0	
Construction Design Alliance Ontario (CDAO)	42			948			6,186			6,186			0	
Joint OAA/Arido Task Group	0			0			10,956			0			10,956	
Miscellaneous Committee Expense	2,464			2,326			1,000			2,326			-1,326	
OAA/OGCA Best Practices Committee	0			0			3,003			3,003			0	
Policy Advocacy Coordination Team (PACT)	4,338			4,475			61,689			61,689			0	
Council & Executive	146,924			183,882			279,095			279,095			0	
Legal:	0									0				
Legal General	9,044			6,881			35,000			35,000			0	
Liaison With Gov't & Other Organizations	89			2,510			1,000			2,510			-1,510	
National:	0									0				
Canadian Architectural Certification Board (CACB)	37,173			60,750			30,000			61,000			-31,000	
ROAC Meetings	43,562			49,722			59,680			70,341			-10,661	
International Relations Committee	8,734			7,672			5,000			7,672			-2,672	
RAIC Festival	698			0			17,000			0			17,000	
Tri-National Agreement	0			0			0			0			0	
OAAAS	66,037			388			0			0			0	
Integration Committee OAA Technology Program	0			0			5,067			0			5,067	
Salaries & Benefits Council & Exec	366,045			584,495			829,659			829,659			0	
Regulatory:		947,705	17.1%		905,226	16.7%	829,659.48	1,436,580	17.1%		1,422,727	16.7%		13,853
Committees:										0				
Complaints Committee	12,162			43,634			64,850			64,850			0	
Discipline Committee	9,530			7,305			66,382			66,382			0	
Experience Requirements	340			4,551			42,158			42,158			0	
Fees Mediation Committee	0			0			5,000			0			5,000	
Registration Committee	1,773			0			24,200			0			24,200	
The Interns' Committee	0			0			11,236			11,236			0	
Exam for Architects in Canada (ExAC):	0									0				
ExAC Exam Administration	138,161			55,713			79,550			79,550			0	
Legal:	0									0				
Legal -Reg Amendments (Names)							50,000			50,000				
Act Enforcement	43,915			49,004			55,000			55,000			0	
Appeals	0			9,425			40,000			40,000			0	
Discipline Hearings	28,473			77,041			75,000			85,000			-10,000	
Fees Mediation	0			0			0			0			0	
General	10,624			25,347			20,000			25,347			-5,347	
Registration Hearings	0			715			10,000			10,000			0	
Salaries & Benefits - Registrar	699,497			629,262			893,204			893,204			0	
Practice Advisory:		322,642	5.8%		474,132	8.8%	-	742,325	8.8%		742,325	8.7%		0
Legal-Practice	11,754			3,107			57,750			57,750			0	
Committees:	0									0			0	
Engineers, Architects, Building Officials (EABO)	0			0			0			0			0	
Practice Resource Committee	0			2,925			20,133			20,133			0	
Subcommittee on Building Codes & Regs (SCOBCAR)	0			0			0			0			0	
Practice Advisory Service Task Group	0			0			0			0			0	
Small Practice Information Forum (SPIF)	0			0			0			0			0	
Salaries & Benefits - PA	310,888			468,100			664,442			664,442			0	
Communications:		700,426	12.6%		588,749	10.9%		1,022,110	12.1%		992,447	11.6%		29,663
Committees:										0				
Awards Steering Committee	0			0			0			0			0	
Communications Committee	0			0			15,968			15,968			0	
Community Outreach Program	7,500			665			930			930			0	
Content Creation/Publications	0			27,464			36,000			36,000			0	
Cyber Security Insurance	5,821			7,375			6,000			7,375			-1,375	
French Translation Costs	0			5,154			20,000			20,000			0	
Honors & Awards	53,032			13,784			75,639			75,639			0	
Media Relations Program	200			0			50,000			50,000			0	
Miscellaneous	5,000			0			2,000			2,000			0	
Perspectives (Income & Expenses)	0			0			0			0			0	
P.R. Sponsorship Opportunities	31,200			35,300			65,000			65,000			0	
Scholarships and Awards (Trust Fund)	53,000			58,027			81,000			58,027			22,973	
Societies:	0									0				
Society Liaison Travel	1,620			0			0			0			0	
Society Funding	70,825			64,935			73,000			64,935			8,065	
Special Program Funding	48,500			55,000			113,000			113,000			0	
Society Chairs Meeting - Conference	0			4,056			10,958			10,958			0	
Tradeshows and Ongoing Outreach Activities	13,000			8,962			9,300			9,300			0	
University Funding	10,000			10,000			25,000			25,000			0	
Web Maintenance/Hosting	34,682			25,226			51,088			51,088			0	
Salaries & Benefits - Communications	366,045			272,802			387,227			387,227			0	
Conference:		1,088,548	19.6%		358,695	6.6%		970,921	11.5%		750,258	8.8%		220,664
Conference Committee	0			0			0			0			0	
Conference	950,654			219,356			773,138			552,474			220,664	
Salaries & Benefits - Conference	137,894			139,339			197,784			197,784			0	
Continuing Education:		220,029	4.0%		273,215	5.0%		438,349	5.2%		438,349	5.1%		0
Comprehensive ConEd Committee	0			0			0			0			0	
Continuing Education:	0									0				
Admission Course	10,402			11,065			26,000			26,000			0	
Continuing Education	22,037			20,965			30,000			30,000			0	
Fundamentals of Architectural Practice	42,175			0			40,000			40,000			0	
Salaries & Benefits - ConEd	145,415			241,185			342,349			342,349			0	
Practice Consultation Service:		0	0.0%		0	0.0%		0	0.0%		0	0.0%		0
Salaries & Benefits - PCS	0			0			0			0			0	

Statement of Revenue and Expenses
Nine Months Ended August 31, 2023

	2022 ACTUAL-YTD			2023 ACTUAL-YTD			2023 ANNUAL BUDGET			2023 BUDGET PROJECTION			2023 BUDGET VARIANCE	
	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total	%	Detail	Total
Administration:		780,625	14.0%		767,193	14.2%		1,154,290	13.7%		1,135,033	13.3%		19,257
HR Administration	28050			19,912			75,222			50,000			25,222	
Audit Fees	7,116			910			30,000			30,000			0	
Audit Committee	0			0			0			0			0	
Bank Charges:										0				
Bank Charges	2,447			2,623			3,000			3,000			0	
Fees Processing Charges (Formerly Credit Card)	10,765			9,174			15,000			15,000			0	
Visa Service Charges	2,215			239			1,800			1,800			0	
Computer Operations	68,735			98,239			150,126			150,126			0	
Documents, Job Signs & Other	14,729			15,663			22,000			22,000			0	
General Expenses	3,326			1,569			6,000			6,000			0	
Insurance:	0									0				
AD&D	0			1,475			2,200			2,200			0	
Errors & Omissions	9,390			10,150			9,500			10,150			-650	
Directors & Officers	30,250			33,275			31,000			33,275			-2,275	
Mailing Costs:										0				
Postage & Delivery	16,966			13,226			20,000			20,000			0	
Member Mailings	1,758			0			4,500			4,500			0	
Printing & Office Supplies	22,039			25,040			22,000			25,040			-3,040	
Subscriptions & Memberships	39,669			41,111			58,106			58,106			0	
Telephone & Communciation:										0				
Internet Access & Hosting	20,365			12,591			19,000			19,000			0	
Telephone	8,245			19,214			27,440			27,440			0	
Video Conferencing	13,187			0			0			0			0	
Uncollectible Accounts	0			0			500			500			0	
Salaries & Benefits - Admin	481,375			462,783			656,896			656,896			0	
Building:		231,286	4.2%		267,496	4.9%		357,272	4.2%		297,272	3.5%		60,000
Building Committee	6,871			21,766			105,000			45,000			60,000	
Commercial Insurance	32,568			43,239			33,000			33,000			0	
Heat, Light & Water	1,086			1,758			2,500			2,500			0	
Maintenance & Security	77,959			96,155			74,760			74,760			0	
Mortgage Interest & Fees	74,625			71,364			94,012			94,012			0	
Property Taxes	38,178			33,214			48,000			48,000			0	
Council Policy Development:		14,816	0.3%		37,325	0.7%		109,349	1.3%		109,349	1.3%		0
Council Policy Development Contingency	0			0			109,349			109,349			0	
Rise for Architecture Project -funding for the first year of the proposal for phase 3 (2023)	0			0			0			0				
Prior Years' Development:	0			0			0			0			0	
Firewall Legal Opinion				20,000			0			0			0	
Initiative to Address EDI – Consultant/Survey Consultant	0			0			0			0			0	
Total Energy Use Intensity Calculator (TEUI)	0			4,875			0			0			0	
UofT - Future of LTC	9,995			2,450			0			0			0	
Consultant re Scope of Practice of the Licensed Technologist OAA	0			10,000						0			0	
Depreciation		472,588	8.5%		584,594	10.8%		779,458	9.3%	0	779,458	9.1%		0
Computer	123,781			186,005			248,007			248,007			0	
Building	203,914			204,936			273,248			273,248			0	
Building Additions	56,339			106,789			142,385			142,385			0	
Furniture & Equipment	39,441			38,691			51,588			51,588			0	
Web	49,113			48,172			64,230			64,230			0	
Reserves		0	0.0%		0	0.0%				0	0			
Legal Reserve										0				
Major Capital	0									0				
Operating Reserve										0				
Expenditures before Extraordinary & YE Items		5,556,641			5,173,913			8,423,832			8,065,491			358,341
Surplus(+)/Deficit(-) Before Extraordinary & YE Items		2,255,280			2,636,249			-1			257,659			-257,660
Extraordinary & Year End Items		0	0.0%		241,556	4.5%		0	0.0%		462,683	5.4%		-462,683
Building Renovation: Utility Bills Jan-March'18										0			0	
Insurance Claim/Renovation Portion	0			0						0				
Loss on Disposal-F&E	0			0						0			0	
Lease & Moving Costs-Renovation	0			0						0			0	
Return on investment in Pro-Demnity	0			0						0			0	
AATO Court Order Costs				241,556						462,683			-462,683	
Total Expenditures		5,556,641			5,415,469			8,423,832			8,528,174			-104,342
TOTAL REVENUE		7,811,922			7,810,162			8,423,832			8,323,150			100,682
TOTAL EXPENDITURES		5,556,641	100.0%		5,415,469	100.0%		8,423,832	100.0%		8,528,174	100.0%		-104,342
SURPLUS(+)/DEFICIT(-)		2,255,280			2,394,693			0			-205,024			205,024
			100.0%			100.0%			100.0%			100.0%		

		BALANCE	APPROVED	2023				
				ACTUAL-YTD			ANNUAL BUDGET	
				Detail	Total	%	Detail	Total
Council Policy Development:		**45,406**	**63,944**		37,325			109,349
	Council Policy Development Contingency				0		109,349	
1	Firewall Legal Opinion Invoice #1 Kozicbrock 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)	0	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		20,619	0				

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
Nine Months Ended August 31, 2023

	BUDGET	BUD PROJECTION	ACTUAL
2023			
Standing Committees	**135,918**	**125,627**	**8,112**
Governance and HR Committee	36,291	26,000	712
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	2,925
Policy Advocacy Coordination Team (PACT)	61,689	61,689	4,475
Statutory Committees	**481,685**	**452,485**	**55,490**
Executive Committee	279,095	279,095	
Discipline Committee	66,382	66,382	7,305
Complaints Committee	64,850	64,850	43,634
Experience Requirements Committee	42,158	42,158	4,551
Registration Committee	24,200	0	0
Fees Mediation Committee	5,000	0	0
Practice Review Committee (Mandate Fulfilled by PRC see above)	n/a	n/a	n/a
Discretionary Committees	**121,303**	**56,236**	**21,766**
Building Committee	105,000	45,000	21,766
Interns Committee	11,236	11,236	0
OAA Technology Program Integration Committee	5,067	0	0
Operational (Staff-led) Committees	**0**	**0**	**0**
Continuing Education Advisory Group	0	0	
Education Committee	0	0	0
	738,906	**634,348**	**85,368**

ONTARIO ASSOCIATION OF ARCHITECTS
Statement of Members Equity
Nine Months Ended August 31, 2023

	Detail	Total
Members Equity Year to Date (YTD)		
Total Members Equity		48,890,267
Less: Current YTD Surplus from P&L		2,394,693
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		6,726,889
YTD Unrestricted Members Equity Available for Allocation		3,775,138
Future Reserve Allocation		
2023 Projected YE Reserve Allocation (Restricted)		297,850
Legal Reserve	40,000	
Major Capital Reserve	157,850	
Operating Reserve	100,000	
Remaining Unrestricted Members Equity 2023 YE		3,477,288

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

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Communications and Public Education Committee (CPEC)

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

Date: September 21, 2023

Subject: Updates from CPEC

Objective: To provide an update on recent CPEC meetings, including the Public Education and Outreach Audit, the recent meeting to lay the groundwork for a public outreach plan, and funding allocations.

Background

The Communications & 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*:

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.

More specifically, the Committee focuses 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**.**

Ontario Association
of Architects

Public Education and Outreach Audit and Developing a Public Outreach Plan

On August 3, 2023, members of the Communications and Public Education Committee met to discuss the results of the Public Education and Outreach Audit and to determine a number of priority items to focus the Association's public-facing activities over the coming years. Council will recall that this is one of the main priorities on the CPEC Work Plan for this year and is in direct support of moving the OAA's five year Strategic Plan forward.

Public Education and Outreach Audit

The audit process involved both external research and input from OAA staff to understand current and potential projects and resources dedicated to public education and public outreach.

The audit revealed that the OAA already offers a number of core services and programs that support the Public Education Pillar of the OAA's Strategic Plan, which are summarized in the audit report. These Core services and Programs, however, have not previously been articulated in one document, nor has public outreach/education been coordinated in a strategic way. Programs and services span all service areas of the OAA, and in the past have been established in a 'one off' manner based on Council direction and approval, and would benefit from 'big picture' and more a more holistic approach.

The audit was conducted between February and May.

Public Outreach Planning Session

Supported by the findings presented in the audit report, CPEC members were asked to find consensus around emerging priorities. They were asked to consider:

- Relevance to the Public Education strategic priority,
- Ability to support the strategic lenses of Climate Action and EDI,
- Investment (time, effort, resources), and
- Audience reach and impact (current and potential).

They were also encouraged to think about how to have maximum impact with minimal effort by:

- Amplifying existing efforts,
- Leveraging partnerships, and
- Piggybacking on successful initiatives.

As per the discussion in the planning session, the following priorities will form the foundation of an OAA Public Outreach Plan:

<u>Priority Audiences</u>

- Government
- Clients/Potential Clients/Building Owners

Ontario Association
of Architects

- General Public
- K-12 Educators
- Local Societies (note: the societies were noted as both an audience *and* partners/collaborators)

Priority Projects

- OAA Website – Public Side
- Funding Programs – (Public Awareness Sponsorships and Local Society Special Project Funding)
- K-12 Architectural Education
- Public Consultations and Policy Work

Key Messages (to be refined)

- Architecture/architects deliver creative, sustainable solutions
- Architecture provides the building blocks for habitable, inspiring communities
- Architecture is a good "investment" – not an "expense"
- Architecture is an attractive career
- The OAA is a professional self-regulator – regulators exist to protect the public

Measures of Success (Metrics or KPIs)

- In-depth, targeted consultation poll
- Website feedback opportunities
- Website visits
- Social media growth/engagement
- Number of outputs (i.e. number of articles written, podcast episodes made, presentations given, etc)

Next Steps

The information gathered in the audit and planning session will be compiled by staff and used to inform a draft Public Outreach Plan to be submitted to the Committee for review and discussion, and then presented to Council by December 2023.

Funding Allocations (and other updates)

On August 31, members of CPEC met to discuss several regular business items, including finalizing the allocations for the OAA's semi-annual funding programs—the **Special Project Funding** for initiatives carried out by the Local Architectural Societies, and the **Public Awareness Sponsorships** for those carried out by other groups and members of the community at large.

The Committee reached consensus on several projects and winners will be communicated to applicants and then announced in September or October in *OAA News*. Details of the winning projects will be shared with Council at the December meeting to allow time for all winners to be notified.

Ontario Association of Architects

The Committee also noted several suggestions to improve the funding application process, both for applicants and for Committee members during their evaluation. OAA Staff will review the suggestions for feasibility and adjust the process as appropriate.

Other Updates

The Committee also reviewed the jury selection process for the OAA Awards program and will submit suggestions to OAA staff for consideration before the end of the month. It also confirmed the sunset Communications Committee's name of Medal of Service for the award that serves as an evolution of the previous G. Randy Roberts Service Award and Order of da Vinci.

The Committee also reviewed options for the 2026 Conference location, details of which will be shared in a separate memo.

Action

None. For information only.

Attachments

Public Education and Outreach Audit Report.pdf

Miro Capture – CPEC Aug 3 Meeting.pdf

Ontario Association
of Architects

Audit Report
Public Education and Outreach

For discussion with Communications and Public Education Committee | August 3, 2023

Table of Contents

1.0   Background

Vision and Mandate

Vision

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

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 By-laws; 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 Priority: Public Education (from OAA Five Year Strategic Plan)

Goal Statement:

Advance the public's understanding and recognition that architecture is integral to the quality of life and well-being of our society as experienced through a sustainable, resilient, and durable built environment.

Strategic Priorities

The Public Education pillar outlines specific priorities, including:

- 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 initiatives 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.

*NOTE: It is understood that the goal of public education is two-fold. One focus is on public appreciation and awareness, and the second focus is on awareness and understanding of architecture as a career.

Metrics

Key performance indicators under Public Education include:

- Members demonstrate a clear understanding of the OAA's role as a regulator and the extent to which it can promote public appreciation of architecture.**

- The OAA has developed and implemented a defined program of public education that responds to its mandate and its 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.

**NOTE: The target audience here is members rather than the public, but this item would be relevant to future members of the profession.

The Committee's Role (From Council-approved Terms of Reference)

The Communications & Public Education Committee (CPEC) shall provide 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*:

> *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.*

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.

Specifically, CPEC is tasked with the following activities:

1. Conduct an **annual audit** of the OAA's existing public education and outreach activities;

2. Provide input and direction on **the proposed outreach strategy to educate the public about the role of architecture** in creating the built environment and its impact on society, including through the objectives and lenses of the strategic plan—Equity, Diversity, and Inclusion (EDI), Climate Action, and Truth & Reconciliation;

3. Provide input and direction to ensure the development and implementation of **mechanisms to assess the OAA's public education and outreach strategy**;

4. Recommend ways in which the OAA can **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;

5. Provide input into public education initiatives to foster a greater understanding of the OAA as a unique professional self-regulator; and

6. Provide input into public education strategies proposed and administered by staff regarding **best practices in procurement and project delivery that relate to the regulatory responsibilities of OAA members and practices** in order that the public interest may be served and protected.

2.0   Public Perception of Architecture

Select Research

AIBC/Insights West (2017)	In 2017, the Architectural Institute of British Columbia (AIBC), that province's regulator, reported results from a poll by Insights West asking Canadians to reflect on 27 careers and indicate whether they had positive or negative opinions of each. **Architects were in the top 10, ranking sixth overall with 87% of responders saying they had a "very positive or somewhat positive" opinion toward the profession.** In 2016, architects ranked seventh, with 83% of respondents having very or somewhat positive opinions. (Source: AIBC.ca)
Angus Reid Survey (2022)	In April 2022, Angus Reid (in collaboration with Rise for Architecture—an initiative now under the auspices of the Regulatory Organizations of Architecture in Canada (ROAC)--released results from a national survey to gather information on how the public sees the built environment. It includes viewpoints from a randomized sample of 1,859 Canadians from the general population polled between January 20 and 24, 2022. (Source: canadianarchitect.com)

- "Canadians are near-unanimous that accessibility (96%), aesthetic beauty (92%), and sustainability (90%) should be prioritized in new buildings in their community. Further, three-quarters say that the culture and heritage of the community should be a key consideration."

- "...they are less united in the idea that developments are currently well planned and executed. Half say that development in their community is poorly planned (51%) and just 47 per cent admire the architecture where they live. Also notable are the voices of visible minorities and Indigenous, who are far less likely than Caucasian Canadians to say that they see themselves and their culture in the community."

- "Canadians are much more likely to say that development in their community reflects what developers want (51%) rather than what the people living in the space would like to see (10%). Further, those who have taken part in planning consultations are the minority and are more likely to say that they feel their voice was ignored rather than heard when they did take part. Those with lower levels of household income are less likely to have taken part in these types of discussions."

(Source: https://angusreid.org/reshaping-communities-rise-for-architecture/)

Rise for Architecture Report (2023)	Rise for Architecture was a national, volunteer-led committee of architects, educators, advocates, and organizations related to the architectural profession in Canada. Beginning in 2016, the group hosted conversations about architecture with professionals, students, and the public as well as a national survey. Its findings culminated in the release of the report called *Architecture in Canada – A Vision for the Future*. The reported proposes a National Architecture Policy for Canada—a set of recommendations and actions that governments, professionals, and people involved in the development of our communities can adopt to build a better future for all Canadians.

A National Architecture Policy will help achieve a vision "where all Canadians are empowered to guide the design of their communities; where social and environmental justice shape every design decision; and where architecture is leverages to celebrate diverse cultures and contributes to a prosperous future." Where a building code sets minimum standards, an Architecture Policy for Canada would set ambitious goals for how the built environment contributes to our social, cultural, and economic well-being. It would also establish accountability for politicians, professionals, and the public on how to achieve inclusive, sustainable, and inspiring communities.

The crux of their position is that the status quo is insufficient to address the many intersecting challenges facing Canadians, Canadians feel disconnected from the design processes that shape their communities, and Canadians want more welcoming, inclusive communities—and more accountability for creating them. They point to national architecture policies adopted by more than 30 other countries that are being used to "enhance the profession, inform public debate, and create the necessary legislative framework(s) for a domestic architecture policy at any level of government."

Less than half of Canadians polled by Angus Reid (46%) have ever provided feedback about a proposed development in their community. Among those who had, only 7% felt their voice made a difference and 56% felt that when they did, they were not listened to at all. In a follow-up public survey, when asked if they support the need for better policies to guide the planning and design of communities, including the benefits of an architecture policy for Canada, 76% of respondents said yes. Almost 65% were unsatisfied or very unsatisfied with the decision-making processes that shape their communities; **50% were dissatisfied or very dissatisfied with the performance of the people who design and plan their communities.**

 (Source: https://roac.ca/future-of-architecture/ ; report included in Appendices folder)

| Chatterhigh 2023 Data | ChatterHigh.com was founded in 2012 with the goal of making it fun for students to explore life after high school. It is an interactive and "smart" digital platform used by teachers and students to help students learn about and identify potential career options after high school. |

ChatterHigh.com was founded in 2012 with the goal of making it fun for students to explore life after high school. It is an interactive and "smart" digital platform used by teachers and students to help students learn about and identify potential career options after high school.

By exposing students to a variety of career and post-secondary options, it helps students engage in inquiry-based learning and develop vocational identity. Students begin to picture themselves following these paths and set goals to work towards a particular career. Small milestones built into the gamified platform build their sense of efficacy, and allow pathways to become clearer.

Ontario is currently the platform's fastest growing audience, with school outreach up by 19% and student engagement up by 29%.

According to data gathered in 2023 from Chatterhigh, **2,563** Ontario students expressed "interested" or "very interested" in architecture. Architectural codes were the 11th most aware and interested pathway in their database. The grade breakdown includes:

- Middle School Grades: 321
- Grade 9: 613
- Grade 10: 1,132
- Grade 11: 398
- Grade 12: 99

Gender Breakdown:

- Female: 1,432
- Male: 1,078
- Other: 59

The data covers the NOC codes: Architects, Architects - urban planning, and Architecture – technologists.

(Learn more at https://chatterhigh.com/en/about_us.; additional info in Appendices folder)

Public Education and Outreach – Other Regulators

Keeping in mind different capacities and resource constraints, the following is a quick scan of what some other regulators offer for public outreach and education.

The Law Society of Ontario

The Law Society offers a number of public-facing and oriented content and programming, including:

- A section of the website dedicated to Public Resources;
- Strong and visible partnerships that support public needs
  - Steps to Justice
  - The Action Group;
- Public-facing newsletter - The Gazette; and
- Public profile for their building – Osgoode Hall.

Architects' Association of New Brunswick

- Key message on front page of website – "architecture inspires communities;"
- Happenings blog; and
- Public-oriented celebration and awards programs.

The Alberta Association of Architects

The Alberta Association of Architects (AAA) interestingly takes an "advocacy" position relative to Authorities Having Jurisdiction (AHJ). Using a three-pronged approach, "*The purpose of this AHJ initiative is to enhance the awareness of municipal authorities so they better understand the legislated requirements of professional involvement. Ultimately, the AAA hopes this focused initiative will significantly reduce, and ideally eliminate, instances of non-professionals illegitimately gaining municipal approval for projects.*" The three strategies are:

- A compliance webinar;
- Presentations; and
- Individual communication.

College of Physicians and Surgeons Ontario

The CPSO has a dedicated Public Resources section on their website, including a portal for Public Engagement, showing ways the public can be involved in the college's work, including:

- Participate in open consultations;
- Citizen advisory group; and
- Applications to its governing council.

The College offers how-to videos and a section about what the public can expect when working with licensed members (You and Your Doctor).

Ontario College of Teachers

The Ontario College of Teachers has a large public resources section on its website. In fact, most resources are public-oriented (although targeted to specific audiences rather than a "general public").

- Public resources for specific teacher-related social issues;
- Public newsletter; and
- Dedicated section of their website for a key target audience (Parents section) that is conveyed in ways relevant to that audience.

3.0   The OAA – Where are We Now?

Staff Survey

In April 2023, a survey was circulated to OAA staff to establish and reveal the current projects and resources dedicated to public education and public outreach.

The Public(s)

The survey revealed the following public(s) are currently engaged by OAA staff, either through day to day operations or existing OAA programs and services, but the extent of outreach and impact was not measured:

- Government (elected officials and civil servants);
- K–12 students;
- Post-secondary students;
- K–12 educators (institutions and others);
- Post-secondary educators (institutions and others);
- Homeowners;
- Developers;
- Procurement professionals;
- Allied industry professionals (engineers, designers, planners, etc);
- Academics and researchers;
- Building officials;
- Architecture enthusiasts;
- Job candidates and recruiters;
- Building visitors;
- Clients and potential clients;
- Family and friends of members;
- Architects from other jurisdictions (including internationally trained);
- Vendors and service providers; and
- Not-for-profits, NGOs, and charitable organizations.

Public Outreach/Education Initiatives

The survey revealed the following **broad categories** of public outreach/education services and programs are relevant to the work that OAA staff, Council and Committees perform (in order from most staff resources allocated to least):

- Customer service (OAA PAS Hotline, responding to questions, emails, phone calls, face-to-face interactions, etc);
- In-person presentations (Schools of Architecture, OAA Special Events)
- Digital communications (website, social media, etc)
- OAA publications (Annual Report, Awards Books, etc)
- Local Societies annual visits and other programming
- Virtual presentations (ex. Meet the OAA, Contracts Overview)
- Publicly available education sessions/webinars
- Queen's Park Picks (World Architecture Day)
- Presentations provided by the public to OAA Members (sponsors, SMEs)

- OAA Awards Program (SHIFT, Design Excellence, Service)
- OAA Headquarters activation projects (screen content, public events, tours, design competition)
- OAA funding programs (SPFs, Public Awareness Sponsorships, School Scholarships, No. 9, etc.)
- Tradeshows and industry networking events
- Research collaborations
- Advertisements
- Media relations
- K–12 education materials
- OAA video productions
- OAA Podcast (*Architecturally Speaking*)
- OAA representatives in (in)formal alliances, coalitions, collectives, or other allied organizations (ROAC, ORAC, Workforce2030, etc)
- Proposed Building Plaques program
- Classifieds
- Bridging Programs

Staff Interviews

Throughout May and June, in-depth conversations were held with staff from the various service areas to ensure a clear understanding of the current public education/outreach projects identified through the survey. The Staff Interviews also drilled down into specific projects within the broader categories revealed in the staff survey. Those conversations, alongside information pulled from various OAA sources—including the website—inform the project summaries in the following section.

The Committee is invited to note any feedback on the various projects, including ideas for improvement or noted gaps. These can be taken up in the group discussion for consideration by the rest of the Committee.

4.0　　　　Project Summaries

The following summaries provide an overview of the breadth of current OAA initiatives, services, and programs (referred to in this report as "projects") related to public education and/or outreach. These summaries are provided to give the Committee sufficient information and context to inform their recommendations for a Public Outreach plan.

It is clear the OAA does offer core services and programs that support the Public Education Pillar of the OAA's strategic plan. These Core services and Programs, however, have not previously been articulated in one document, nor has public outreach/education been coordinated in a strategic way. Programs and services span all service areas of the OAA, and in the past have been established in a piecemeal or 'one off' manner, without big picture consideration.

A number of projects are under the supervision of other service areas (marked with a *), *however CPEC may recommend ways to support or augment these initiatives to expand public outreach/education.*

OAA Practice Advisory Services (PAS) Hotline*

OAA Members and the public may contact the [OAA Hotline](#) (delivered by the OAA Practice Advisory Services [PAS] team) to reach an OAA Practice Advisor by telephone or email for information and guidance, and to confidentially discuss issues, questions, and problems. Telephone discussions are encouraged as they allow an open dialogue on issues, and allow for a fuller exchange of information.

The Hotline service addresses questions related to a wide range of issues pertaining to the architectural profession and to the practice of architecture. The service is used by OAA members and their employees, interns, **clients, building officials, lawyers, procurement departments, contractors, consultants, and other construction-related entities to obtain assistance on various matters.**

Practice Advisors provide information and feedback consistent with the *Architects Act*, Regulations, and Practice Advisory Resources and their experience in the profession, based on the circumstances provided. They do not address technical questions related to design matters or make building code interpretations.

Disclaimer: The OAA does not provide professional legal, accounting, or insurance advice, and expressly disclaims any responsibility for any errors or omissions with respect to discussions regarding same. Readers of OAA documents are advised to consult their own legal, accounting, or insurance representatives to obtain suitable professional advice in those regards.

Presentations to Allied Organizations*

Education opportunities for allied industries and associations ensure understanding of the regulated scope of practice in architecture and, consequently, effective professional collaboration in service of the public interest.

OAA's Practice Advisory Services (PAS) team receives inquiries and watches emerging issues in order to provide guidance to members and the public. With respect to public education, they have noted recurring issues in the RFP process and associated contracts with OAA members. They recognize member education and self-advocacy is only half of the equation—fair and balanced business relationships require all parties be informed.Outreach also includes client-targeted education to ensure all parties in the business relationship understand the protected scope of architects as well as procurement best practices.

Early trends (incoming inquiries and surveys) are promising and point to growing awareness. Recent outreach and education with the Ontario Public Buyer's Association (OPBA) take the form of two newsletter articles in OPBA's e-newsletter and a planned presentation to their membership in October 2023.

The OAA also regularly presents to building officials and shares content with the Ontario Building Officials Association (OBOA). The content of these presentations deals primarily with the distinctions between what architects can/must bring to a project versus what other industry professionals bring. Content reflects professional design requirements under the *Architects Act,* but also speaks to issues brought forward by OBOA members.

Other groups the OAA engages include Engineers, Architects & Building Officials (EABO) and the Construction and Design Alliance of Ontario (CDAO). The OAA is actively involved in Procurement Day hosted each fall under the guise of the CDAO. Procurement Day brings together over 100 professionals in the design & construction industry, legal profession, and procurement professionals.

Meet the OAA Annual Webinar

Meet the OAA is an annual online webinar that introduces mainly university and college students to the Association and to Local Societies.

During this session, OAA members and staff will explore such topics as paths to licensure for architecture, student membership, the internship process, mentorship, and how to get involved with the Association. The OAA encourages Student Associates to attend and share the invitation with their classmates.

Previous editions are posted to the OAA Website.

OAA Contracts*

The OAA offers access to a suite of free, downloadable standardized contracts to make it easier for architectural professionals and their clients or consultants to enter into fair, balanced business relationships.

Changes to the content reflected roundtables that were held as well as member feedback. There was a focus on reducing the perceived need for clients to write supplementary conditions. External legal counsel, Pro-Demnity, and the Practice Resource Committee (PRC) reviewed the documents. Construction law specialists with a history of representing architects, engineers, and both private and public sector clients also reviewed the documents. The goal was to ensure a balance of interests were reflected and a consistency of experience across the standardized documents. The documents were also reformatted to meet updated OAA brand standards and a new, simpler naming convention was adopted.

The contracts can be accessed via the OAA Website and are available to OAA members and the public alike. The contracts represent an important opportunity to dispel myths about the OAA as an advocacy group for architects, while likewise demonstrating the unique contributions of licensed professionals and introducing standards to protect OAA members from undue risk.

OAA Public Presentations and Speaking Opportunities

Currently, the OAA President, Executive Director, and/or Registrar are generally the designated spokespersons for the Association. However, in various contexts, other individuals will represent the Association to public audiences based on the subject matter at hand. Examples include:

- Presentations (Schools of Architecture, client groups, panel discussions, OGCA, OPBA, OBOA);
- Tours (Doors Open, Local Society Architecture Tours);
- Tradeshows and Networking events;
- Bridging programs (IPLAN)
- Representative on coalitions/collectives (EABO, CDAO, ROAC);
- Events (Queen's Park Picks, awards events, NOW Lecture), etc.

The audit also indicated that there may be an avenue to leverage members of the profession to advance the public's appreciation and understanding of architecture. This might be something worth exploring through the Local Architectural Societies. In that case, the OAA could work with the societies to develop appropriate key messaging.

Digital Communications – OAA Public Website, SHIFT site, TEUI.ca, and Social Media*

The OAA Website is the main repository and information touch point for both members and the public seeking information about the OAA and the architecture profession in Ontario. The site has two "sides" – a dedicated member side with information specific to those holding status with the OAA (requires a login) and a public-facing side.

In 2020, the OAA launched a new website under a new visual identity, a process that began in 2017. In 2018, the Communications Committee articulated to Council the main priorities and objectives to be addressed:

- **Accessibility Standards**: Update the website to ensure AODA Accessibility Standards are met by 2020/21.

- **Bilingual Content:** Assess the design of a bilingual website and how both English and French language can be accommodated in the future.

- **Content Audit + Technology Review:** Audit to create a framework for the modifications to the site and in anticipation of future technologies, platforms, and social media (e.g. apps, links, platforms [smart phone]) to best inform the specification for the redesign.

- **Content Management System**: Update the system to increase efficiency and align with design standards. The management system should allow staff to update and modify information and content easily after the initial launch.

- **Design:** Present information in a dynamic, engaging, and user-friendly manner (through RSS feeds, multimedia embeds, graphics, imagery, video and other mediums). The site must be visually engaging, but also allow staff to easily update content and modify site design after the initial launch.

- **Public vs. Member information:** Restructure the site to better meet the objectives of member support and public awareness, creating a clear distinction between public and member content.

A number of these items have been achieved, with bilingual content being the one exception. The OAA Website continues to evolve, with adjustments made regularly to improve accessibility, readability, navigation, and overall user experience.

Select webpages are also experiencing dedicated attention and expansion to improve access to highly relevant information. Recent examples include:

- The homepage
- Climate Action page
- Access to Architecture page

The Access to Architecture page is of particular relevance to the Committee as it is intended as a portal for public information about the profession.

The OAA also manages www.shiftchallenge.ca which is the main site for the SHIFT Challenge Awards (outlined below).

The OAA also provides access to an online tool to allow its members and the public to estimate the Total Energy Use Intensity (TEUI) of a design or an existing building. The TEUI rating has gained traction as a handy way to measure energy efficiency.

The free TEUI.ca calculator was initiated in 2020 by the OAA's Sustainable Built Environments Committee (SBEC). Users enter simple data into an easy-to-use interface and receive instant metrics for a building's energy performance, and OAA members can get a PDF printout to show clients or other stakeholders.

TEUI 2.0 will be launching shortly.

The OAA's Design Excellence Awards (outlined below) require TEUI metrics for eligibility, and this online calculator facilitates the inclusion of this data.

The OAA also leverages several social media platforms to disseminate information about its services and programs to members and the public alike. The OAA is currently active on:

- Twitter
- Facebook
- Instagram

Social media statistics can be viewed in the OAA's Annual Reports (2020-2022 included in the Appendices folder).

SHIFT Challenge Awards + Book + Media + Events

The SHIFT Architecture Challenge is an aspirational, biennial program created to highlight the distinct contribution that the architecture profession and architectural thinking bring to addressing key societal issues. It runs in odd years, opposite years to the Design Excellence Awards. It invites OAA members, as well as those on the path to becoming an architect, and their collaborative teams to respond to an identified area of concern using their skills and insights. The program runs biennially, having begun with the SHIFT 2019 Infrastructure/Architecture Challenge.

In a world facing increasingly urgent and complex challenges, the need for responsible, innovative, and inspiring architectural solutions has never been greater. The architecture profession is ideally suited to propose creative solutions. The OAA challenges the profession to further enhance the public's perception of architecture as a force that acts as a catalyst for positive social change.

The SHIFT Architecture Challenge recognizes those practitioners, both emerging and established, whose responses best embody these qualities:

- articulates the importance of architectural thinking as a social determinant that impacts the well-being of people and the planet;

- enables the architectural profession to be viewed by the public in a new light; and

- reflects the capacity for design thinking to permeate all aspects of life.

Selections from the SHIFT Architectural Challenge appear in a print publication intended for broad public distribution (including libraries, architecture schools, and government outlets). A digital version of the publication is made available online. The selected projects for SHIFT also have speaking opportunities at OAA Awards and other dedicated events, and video content is produced for the OAA's YouTube Channel.

Design Excellence Awards + Book + Media + Case Studies

The Design Excellence Awards recognize the innovative skills of Ontario architects in creating spaces, buildings, and communities that respect and enhance the environment and enrich human activity. The award is presented biennially on even years, opposite the SHIFT Challenge.

All projects created by members of the OAA, located anywhere in the world, completed in the previous six years, and currently in use are eligible. Projects may represent any form of built architecture, including single buildings, groups of buildings, additions, interiors, conversions, restorations and renovations. All

projects are now required to submit the Total Energy Use Intensity ([TEUI)](#) of their building for consideration alongside all other criteria.

Architects, intern architects, owners, users, builders and members of the public are welcome to submit, provided the work was undertaken by a member of the OAA. There is a $100 submission fee.

The Design Excellence Awards now include a public awareness component, thanks to the People's Choice Award and the digitization of the Celebrations of Excellence which can be watched by those outside the architecture profession. The Awards are an opportunity to further extend the *Architect Act*'s additional object to "promote public appreciation of, architecture and the allied arts and sciences.

Each year, in conjunction with the awards, the OAA releases a print and [digital publication](#) showcasing the finalists and winners of the Design Excellence Awards.

The OAA is also working on a dedicated section of the website to highlight exemplary [Case Studies](#) in sustainable design – many of which are Design Excellence Winners.

NOTE: In September 2021, Council approved the exploration of a possible **Building Plaque program** for Design Excellence winners. Offering the building owners the opportunity to display a permanent public plaque that includes the architect of record, the OAA logo, and additional information, could be a way to foster greater awareness and appreciation of the profession's role in city-building, improve the public's discernment of great architecture, as well as augment the profile of practices.

Council approved the Communications Committee to work with staff to review potential costs (liaising with current award providers and groups like Heritage Toronto) and present a more fulsome report for Council's consideration.

A poll revealed that the majority of past winners liked the idea of having building plaques and thought it would be beneficial in raising public awareness of architects. They believed the building owners would be willing to take on the costs of mounting the plaques. The OAA would have to add the costs of producing plaques into the Awards budget biennially. The plaque program would line up with the Design Excellence Award cycle, ideally starting in 2024.

It would be the onus of the building owners to mount the plaques themselves. The Committee did not believe that the OAA should take on these costs.

OAA Staff received a design sample from a supplier, but initial feedback from Committee members was not supportive. The project was temporarily put on hold when the Committee was sunset.

Annual Report*

The [OAA Annual Report](#) is an online publication to allow easy access to the document by members and the public. The Annual Report is a valuable resource that provides a year-in-review summary of OAA programs and services, and is a requirement as set out in the *Architects Act* (section 53).

Limited printed copies are distributed to the Ministry of the Attorney General. Digital copies are on the OAA Website and shared via email in the period leading up to the virtual Annual General Meeting in spring.

The Annual Report is currently under review to determine ways to better align the contents with the OAA's five-year Strategic Plan, while likewise streamlining content to avoid redundancy. The goal is to produce a report that is both more reader-friendly and less onerous to complete.

Local Architectural Societies (Programming + President's Visits)*

Located in 14 communities across Ontario, the Local Architectural Societies are the regional chapters of the OAA, providing opportunities for dialogue between local architects and the wider community. The Societies work to raise the awareness, appreciation, and understanding of architecture within their communities.

The 14 Local Architectural Societies provide a venue for dialogue between local architects, a support network for professional advice, social interaction among the architectural community, and opportunities for leadership, continuing education, and community outreach. The Societies represent the regional interests and concerns of architects across the province and often develop partnerships or collaborate with the municipality, school boards, heritage and historical societies, and local construction associations. Their projects and events include organizing and participating in lectures, forums, building tours, networking events, and exhibits.

The June 2023 Society Chairs meeting focused on developing a "**resource toolkit**" for Societies to help identify tools that will help them collaborate more effectively with the OAA and with each other, in terms of the strategic priorities of **Public Education** and Member Competency. The discussion yielded a number of priority needs, including:

- Increased **visibility** for Local Societies and their initiatives through OAA channels
- Meaningful opportunities for skill-, idea-, and resource-**sharing** between Societies; eliminate silos
- "**How-To**" resources for key engagement initiatives (how to approach government/lobbying, how to organize a walking tour, etc provided by the OAA and between Societies)
- Meaningful opportunities to **recognize and celebrate** successes
- Facilitating opportunities for **connection** in the broader community
- **Support for governance**, attracting and retaining a strong member base (including volunteers/staff), financial management/support, etc.
- **Continuity** of connection between the OAA and the Local Societies (including between societies themselves)

Each fall, the OAA President and select staff "tour" the Local Societies to discuss issues of relevance in regions across Ontario. While this used to be a physical tour of the province, new technologies have allowed these meetings to be conducted virtually with several societies at once.

Conference – Keynote and Awards

As per the Committee Terms of Reference, the Communications and Public Education Committee shall "Provide specific advice and recommendations to Council in relation to the annual conference location and theme; and keynote speaker" and "Provide specific advice and recommendations to Council in relation to the OAA's Awards program including keynote and/or emcee for Design Excellence Awards or SHIFT; and appropriate jury members."

The Keynote presentation kicks off Conference registration and sets the tone for the annual Conference theme. The Keynote presenter ought to be an individual of some renown, who can speak at a high level to the key themes of Conference, but they do not need to be from within the profession (often they are not). For the last three years, the Keynote presentation has been offered virtually, prompted at first by the COVID-19 pandemic, which has allowed a recording to be made available for a limited time to member and public audiences. Survey results from 2022 and 2023 (see appendices) indicate very strong favour (95% and 90% respectively) for a keynote event that is separate from the main conference, and delivered virtually.

While the Plenary has historically been primarily member-focused, in recent years, recordings of the plenary have been made available to public audiences, in particular the 2023 event which will be offered as the final episode of the OAA Podcast Season 1. Over the last few years, the plenary has been a panel format, with select guests from within and beyond the profession to discuss a topic that is highly relevant to the Conference theme. Offering a mix of speakers ensures a broadly relevant discussion and brings in expertise from outside the profession to ensure cross-pollination across industries.

The Awards program (discussed earlier) offers two streams that have high potential public relevance – the SHIFT Challenge and Design Excellence Awards. These both showcase the unique skills of the profession, and already come with "readymade" events and publications that could be tailored to target public audiences. The selection of jurors also has an impact on the quality of projects selected, and the Committee will play a role in ensuring jurors reflect a diversity of informed perspectives.

Queen's Park Picks (World Architecture Day)*

In 2016, the OAA explored various options to engage MPPs in conversations about architecture, and determined that "piggybacking" on World Architecture Day would give an opportunity to celebrate local Ontario architecture in ways that reflect the values of the public.

The OAA's Queen's Park Picks (QP Picks) program asks Members of Provincial Parliament (MPPs) to share their favourite buildings or other structures from their ridings to be showcased as part of an annual celebration of architecture. The Association's Policy Advisory Coordination Team (PACT) reviews the nominations and selects a shortlist of outstanding projects to mark World Architecture Day, held annually on the first Monday of October. The selected projects are researched by an external researcher, and a short profile is created about the history and contemporary life of each building, which are then

presented in an exhibition (which has been hosted online the last few years during and post-COVID).

The program is one of the OAA's most successful projects in terms of public visibility and media/social media uptake (in 2021, we calculated nearly 40 million impressions across various external channels/platforms). The program is highly successful with local media sources, providing a feel-good news story for the community that builds awareness and appreciation of local architecture across Ontario. It is also attractive to MPPs who can share their winning selection with their constituents. It also has garnered a lot of attention at Queen's Park—last year, it translated into 13 meetings with MPPs, which allows the OAA to advance key priorities with government. The program also offers unique insight into what is prized and valued in communities – something members themselves can leverage when working with clients.

OAA Headquarters – Performance Reporting and Video Tour

Since the completion of the Renew + Refresh retrofit (and once COVID-19 restrictions allowed), the OAA has increased its efforts to promote the building as a model for net-zero design and climate action in the built environment.

Originally conceived by the OAA Building Committee in response to COVID-19 social distancing requirements, the OAA has engaged Universus Media Group to develop a promotional video about the OAA Headquarters and its Renew + Refresh retrofit. The video will be a perennial resource to support the vision of the building as a model for deep energy retrofits and net-zero design possibilities. It will be stored on the OAA Website and can be shared with numerous audiences via numerous channels.

The video is currently planned in two phases:

- Phase I: Standard video tour with select OAA ambassadors and SMEs
- Phase II: Interactive video allowing a choose-your-own-adventure approach to expanded content (may need to seek Council approval for funding in 2024)

As part of its role as a model in sustainable design, the building has also been the subject of research by the National Research Council of Canada (see report in Appendices folder). The results of these reports can be leveraged to inform public conversations on this topic.

Doors Open Toronto

Doors Open Toronto is an annual event when approximately 100 buildings of architectural, historic, cultural, and social significance to the City of Toronto open their doors to the public. The event takes place on the last weekend in May each year and celebrates dozens of sites of architectural, cultural, and social significance. Doors Open is a **province-wide event** that happens in municipalities across the province throughout the spring and summer.

The OAA has participated passively in Doors Open in the past, with minimal staffing and no tours. However, having completed its Renew + Refresh renovation project, the OAA Headquarters began a more active approach in 2022

to show the public what has been accomplished as the building pursues net zero carbon performance and climate stability. Guided tours take members of the public throughout the building to look at the components chosen to meet this goal, including an energy-efficient geothermal system, solar panels, improved daylighting, motion sensors and LED fixtures, and tint-changing dynamic windows.

In 2022, over 500 individuals came, and in 2023, a total of **582** individuals visited the building over the course of the weekend, with a large number of those visitors taking tours with our guides David Fujiwara and Sheena Sharp, as well as OAA Staff working the event. This number is impressive given that the OAA Headquarters is not as immediately accessible to transit or pedestrians as many downtown locations. Further, these increasing numbers have resulted even with minimal public promotions from the OAA.

Public Awareness Sponsorships

Each year, individuals and outside organizations can apply for the OAA's Public Awareness Sponsorship program for assistance in carrying out projects or events promoting Ontario architecture to the public.

CPEC measures all applications against four criteria:

- potential to increase public awareness/appreciation of architecture and the allied arts and sciences;
- innovation, creativity, and relevance;
- ability to attract an audience and successfully run event/initiative; and
- alignment to goals, priorities, and themes of the five-year Strategic Plan.

The Public Awareness Sponsorship program is intended for projects that have not yet occurred.

The funding is administered twice annually, in February and August, from a total funding pool of $60,000.

There are currently two additional projects that receive funding outside this program:

- No. 9 has received $25,000 annually for a number of years, funded directly through the Council's policy contingency fund
- Canstruction Toronto receives $1000 annually through Communications budget—however, this group has now been instructed to follow the traditional Sponsorship program to ensure fairness and transparency (they had previously been simply grandfathered in as a recurring expense).

Currently, the funding program allows groups to ask for variable amounts rather than set values ($1000, $5000, etc). This means Committee members are often faced with offering partial amounts to groups.

Currently, the program is also not marketed to a wide public, and many of the same groups apply year after year.

Special Project Funding for Local Architectural Societies

The Special Project Funding (SPF) program is intended for the Local Architectural Societies. It is awarded to carry out special projects or events (i.e. not continuous initiatives) that **cannot be covered by current assets of a Local Society**, and further the OAA's objective to establish classes, schools, exhibitions, or lectures in, and promote public appreciation of, architecture and the allied arts and sciences. **It requires submission of an Annual Report in early January each year.**

Each application is evaluated on the individual merits of the proposal and how it addresses the objectives of the Association, with priority given to projects excelling under the following criteria:

- potential to increase public awareness/appreciation of architecture and the allied arts & sciences; innovation, creativity, and relevance;

- ability to attract attendance and successfully run event/initiative—especially given the constraints of the pandemic and the need for physical distancing and other social gathering requirements; and

- alignment to goals, priorities, and themes of the five-year strategic plan, which include Climate Action and Equity, Diversity, and Inclusion.

Over the years, the number of requests for Special Project Funding has grown considerably, as well as the amount of funding that has been requested collectively. Currently, the funding pool is $80,000. In an effort to provide more reliable funding, in 2023 the OAA introduced an additional three-year funding pot of $25,000 to be distributed annually (however, the long term maintenance plan of this program still needs to be established). This funding pot will allow successful Societies to receive guaranteed funding for a three-year period before needing to reapply.

Ontario Schools of Architecture - Scholarship Program + Annual Grants*

For the five Ontario universities with architecture programs, the OAA provides two annual scholarships: the *Exceptional Leadership Through Design Excellence: Sustainability* scholarship*,* and the *Exceptional Leadership Through Design Excellence: Equity, Diversity & Inclusion (EDI) and Truth & Reconciliation* scholarship*.*

Each of these awards offers $2500 to be awarded to two individual students in any year of the undergraduate or graduate program at each university. It also provides one such scholarship to be awarded to a student in OCAD University's Environmental Design program. These scholarships—administered at the discretion of the schools—are awarded to those students who best demonstrate design excellence and exemplary responses to the scholarship topics in a project or assignment.

The OAA also provides annual grants to the Schools of Architecture to advance appreciation of architecture and support student programs ($5000 each).

Research Collaborations/Support*

From time to time, the OAA will partner with other organizations to support research on a topic of particular relevance to the Association and to the profession. For example, the OAA very recently supported research in collaboration with Jacobs Canada and the University of Toronto around reimagining long-term care. The findings of such research efforts can be used to inform professional standards and advance priorities with relevant decision-makers.

It will also commission its own research, such as with the 2021 Truth and Reconciliation Environmental Scan, which is an important resource to direct and shape the Association's response to the Truth and Reconciliation Commission of Canada's Calls to Action.

Other reports can be found on the OAA Webiste.

K-12 Architectural Education

With the objective to identify organizations currently doing work in K–12 architectural education and develop a better understanding of available programs and their challenges, the OAA and the Toronto Society of Architects (TSA) identified a number of 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—informed the nature and scope of a **K–12 Big Think** in July 2023 (see appended "K–12 Arch. Education Survey Results Summary.pdf"). One central goal of this initiative was to identify what resources currently exist and how they might be coordinated in order to improve how architecture is presented to youth, how such an effort might be achieved, and by whom. It also provided 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.

The Big Think was attended by representatives from 12 organizations currently delivering extra-curricular education about architecture to elementary and secondary school students.

A number of possible opportunities for consideration arose for the OAA to support these efforts, including:

- Providing promotional and communications support to groups through the OAA's Access to Architecture webpage K-12 section (already built in to the page);
- Expanding funding opportunities for groups through the OAA's Public Awareness Sponsorship program;
- Connecting groups to the Local Architectural Societies to provide greater access to practicing architects as volunteers (which doubles as a readymade community engagement opportunity for the Societies);
- Identifying and connecting with champions within the school system – teachers or those on the school boards;
- Opening the door for these groups at the government and school board levels so they can do what they're good at; and
- Increasing marketing capacity to reach parents directly.

Podcast – Architecturally Speaking

The OAA podcast is an audio and video production featuring one-on-one interviews with guests from within the architecture profession, geared primarily toward a public audience. The pilot season comprises five 30-60 minute episodes (and one intro trailer) that focus on topics pertaining to the profession of architecture that aim to inspire and educate members of the public and the profession alike. Topics explored so far include:

- Sustainable design
- Paths to licensure / Becoming an Architect
- Accessible design
- Emerging trends in urban densification
- Designing for dignity in long-term care

The podcast pilot season was imagined as a proof of concept – depending on the success of Season 1, we would explore a Season 2. The release of Season 1 has been delayed as a result of the AATO court order while we evaluate recordings to ensure they do not include problematic or misleading content.

Public Consultations + Policy Work*

When the government introduces new legislation, they typically host a public consultation as part of the process. If the legislation is impactful to the public interest and relevant to the profession, the OAA will participate. This is done by way of a written letter or by way of oral deputations (a presentation to government), depending on the context, which is delivered to government and the official opposition. There can often be a question period where the person delivering the deputation must respond, which is an important opportunity to educate government on issues relevant to the profession.

The official speakers are the President, Executive Director, and Registrar, while PGR staff may accompany them or be deputized to speak on their behalf. All letters are signed by the President with rare exceptions where it might be the Executive Director.

As a regulator, **the OAA cannot engage in grassroots organizing**, and so involvement in public consultations must be handled carefully. Beyond responding themselves, the role of the OAA is currently to ensure that the membership is aware of public consultations and their right to participate in them. However, public consultations may also present an opportunity to educate the broader public about the OAA's position on key issues.

Every consultation that the OAA responds to is posted on the Government Relations webpage on the OAA website (going back about three years). Older ones are catalogued elsewhere, and can be pulled on request. This catalogue gives a good overview of the OAA's position on key public issues over time.

5.0 Next Steps - Group Planning Exercise (August 3rd)

The Ask

As per the Committee's approved Terms of Reference, CPEC shall:

> - Provide **input and direction on the proposed outreach strategy to educate the public about the role of architecture** in creating the built environment and its impact on society *through the objectives and lenses of the strategic plan, including EDI, Climate Action, and Truth & Reconciliation*

It is suggested that the Public Outreach and Education Plan will set the foundation for activities until 2027 (to mirror the five-year Strategic Plan), with annual check points to evaluate and adjust as needed.

As a group, the Committee is asked to consider the information presented in the audit, respond to select questions provided, and use these answers to inform a group discussion. OAA Staff will then compile the results of the planning discussion into a Strategic Public Outreach and Education draft Plan to be considered by the Committee and, ultimately, Council.

The Committee is asked to use the accompanying evaluation matrix and worksheet to help structure their recommendations for the following:

Key Publics/Audiences *Who are we trying to reach?*	**Key Projects** *How are we going to reach people?*	**Key Themes/Key Messages** *What do we want people to know?*
Considering the many "publics" the OAA currently reaches, **identify 3 to 5 priority audiences** to focus on in the coming years. • Where are the gaps? Where is the highest need? (the matrix may provide clues) • Where can we have the most return on investment? • Cross-reference the key audiences against key projects—do they align? Will we reach our target audiences?	Identify **3 to 5 priority projects** that support the key publics and key messages. Consider which initiatives **are doing well** as-is, which might be **worth investing in**, and which may **not be priorities right now**. Consider how we might amplify impact by: • Leveraging partnerships; and • Piggybacking on existing initiatives. Also remember the OAA's scope as a **professional regulator.**	Consider identifying **3 to 5 priority messages.** Examples could include: • Unique role of architects (compared to others in the industry); • Importance of future members; • Broader appreciation of architecture/built environment; • The role of the OAA; and • Path to licensure for internationally trained professionals.

Committee recommendations will be discussed as a group. With this information to guide, the most effective tactics to deliver on the priorities can be determined. In some instances, it may be that the current tactics are appropriate, effective, and should continue as is.

Measures of Success

As per the Committee Terms of Reference, CPEC shall:

> - Provide input and direction to ensure the development and implementation of **mechanisms to assess the OAA's public education and outreach strategy**

Considering the priorities identified in the previous exercise, what are some ways to measure our progress year after year? What milestones will indicate success? What are some goals or benchmarks to help us know we are on track in Year 1, Year 2, etc?

According to the Strategic Plan, key performance indicators under public education include:

> - 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.

Drilling down further, how will these be measured? Some suggestions include:

- The OAA's program of public education and awareness is identifiable, well-articulated, and visible on the OAA Website
- Social media audience growth and/or increased engagement
- Earned media (number of articles)
- Invitations to participate in public projects or events
- Increased application numbers to OAA initiatives such as awards or sponsorships
- Increased visits to key OAA webpages

Identify **<u>3 to 5 measures of success</u>** that are relevant to the projects and will help us track progress over the coming years. These can be revisited and adjusted annually.

6.0   Summary of Deliverables

At the end of the planning meeting on August 3rd, CPEC will:

1. Have a clear understanding of the OAA's current public education and outreach projects to inform the direction for an outreach plan

2. Evaluate those projects to determine their value-add, considering:

   a. Their relevance to the Public Education strategic priority
   b. Their ability to support the strategic lenses of Climate Action and EDI
   c. The investment (time, effort, resources)
   d. Their audience reach and impact (current and potential)

3. Identify **3 to 5 priority audiences** to target until 2027 based on gaps revealed in the audit

4. Identify **3 to 5 priority projects** to focus on until 2027 based on gaps revealed in the audit

5. Identify **3 to 5 priority messages** to promote

6. Identify **3 to 5 measures of success**

This information will be compiled by staff and used to inform a draft Public Outreach Plan to be submitted to the Committee for review and discussion, and then presented to Council later this year by December 2023.

PRIORITY AUDIENCES

1	Government
2	Clients / Potential Clients / Bldg Owners
3	General Public
4	K-12 Educators
5	Local Societies

Carl Knipfel

John Hobbs

Kurtis Chen

Christina Karney

Christopher Johnson

Brigitte Ng

Elaine Mintz

Pearl Chan

Government	K – 12 Students	Post-Secondary Students	K-12 Educators	Post-secondary educators	Clients / Potential Clients / Bldg Owners	Procurement Professionals	Academics and Researchers

| Building Officials | Architects from Other Jurisdictions | Vendors and Service Providers | Not-for-profit, NGOs, and Charitable Organizations | General Public | Local Societies* | | |

MEASURES OF SUCCESS

1. in-depth, targeted consultation poll
2. website feedback opportunities
3. website visit
4. Social media audience growth and/or increased engagement
5. number of outputs

Carl Knipfel

John Hobbs

Kurtis Chen

Christina Karney

Christopher Johnson

Brigitte Ng

Elaine Mintz

Pearl Chan

in-depth, targeted consultation poll	number of media stories	website visits	website feedback opportunities
Social media audience growth and/or increased engagement	Invitations to participate in public projects or events	Increased application numbers to OAA initiatives such as awards or sponsorships	The OAA's program of public education and awareness is identifiable, well-articulated, and visible on the OAA Website
number of outputs	% of SPF and PASponsorship targeting K-12	Attendance at events	Graduates from architecture schools
Track application to programs			

miro

BIG PICTURE

PRIORITY AUDIENCES

1. Government
2. Clients / Potential Clients / Bldg Owners
3. General Public
4. K-12 Educators
5. *Local Societies*

PRIORITY PROJECTS

1. OAA Website – Public Side
2. Society Special Project Funding
3. K-12 Architectural Education
4. Public Awareness Sponsorships
5. Public Consultations & Policy Work

KEY MESSAGES

1. architecture/architects deliver creative, sustainable solutions
2. architecture provides the building blocks for habitable, inspiring communities
3. invest in architecture; it's good business. It is investment not an expense
4. architecture is an attractive career
5. The Ontario Association of Architects is a unique professional self-regulator; Regulators work to protect the public

miro

KEY MESSAGES

1. **architecture/architects deliver creative, sustainable solutions**

2. **architecture provides the building blocks for habitable, inspiring communities**

3. **invest in architecture; it's good business. It is investment not an expense**

4. **architecture is an attractive career**

5. **The Ontario Association of Architects is a unique professional self-regulator; Regulators work to protect the public**

Carl Knipfel

John Hobbs

Kurtis Chen

Christina Karney

Christopher Johnson

Brigitte Ng

Elaine Mintz
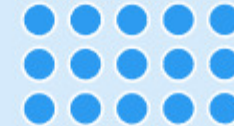
Pearl Chan

The Ontario Association of Architects is a unique professional self-regulator

invest in architecture; it's good business. It is investment not an expense

architecture provides the building blocks for habitable, inspiring communities

architecture/architects deliver creative, sustainable solutions

architecture is an attractive career

Path to licensure for ITPS

Regulators work to protect the public

PRIORITY PROJECTS

1	OAA Website – Public Side
2	Society Special Project Funding
3	K-12 Architectural Education
4	Public Awareness Sponsorships
5	Public Consultations & Policy Work

A	In Depth Review
B	Modify
C	Small Tweaks

Carl Knipfel

John Hobbs

Kurtis Chen

Christina Karney

Christopher Johnson

Brigitte Ng

Elaine Mintz

Pearl Chan

OAA Reception Services

OAA PAS Hotline

Presentation Program to Allied Organizations

OAA Contracts

OAA Ambassadorship

OAA Website – Public Side

Access to Architecture Pages of Website

SHIFT Challenge + Book + Media + Events

Design Excellence Awards + Book + Media + Case studies

Annual Report

Local Societies Programming and Visits

OAA Conference – Keynote and Awards

Queen's Park Picks / World Architecture Day

Video Tour of OAA Building

OAA Building Performance Reporting

Doors Open Toronto

Procurement Day (through CDAO)

Public Awareness Sponsorships

Society Special Project Funding

Schools of Architecture Scholarship Program

Annual grants to Schools of Architecture

Research Collaborations / Support

K-12 Architectural Education

OAA Podcast

Public Consultations & Policy Work

OAA TEUI Calculator – Homeowner & Clients

Meet the OAA annual webinar

ROAC- National Architecture Policy development

+ Website Upgrade*

+ Media Relations*

+ Public Consultations *

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: August 28, 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 August 15, 2023.

The following items of note were discussed by the Committee:

Draft Matrix of Amendments re. Act Modernization Project: It was noted that the focus is currently on the amendments necessary to allow the OAA to issues Limited Licenses and the Regulation amendments to recognized the former OAA Technologist Program. The complete Act Modernization discussion will resume shortly. .

Intern Architect Role on Council:

Under the OAA's Strategic Plan, the Intern Architect seat on Council (and the composition of Council as a whole) is being considered as part of an *Architects Act* modernization project. Since 2017, Council has recognized an non-voting Intern seat on Council through policy. The timing is optimal to advance the positon toward one recognized through legislation. However, to ensure the continued presence of an Intern Architect at the Council table, OAA Council will be considering an interim option at it's September meeting.

Ontario Association of Architects

Special Bulletin for OAA Members on Joining Council: The bulletin promoting OAA members to join Council and information upcoming election process was approved.

Hybrid Work Policy: A new policy that solidifies the status quo of virtual work options was approved. This policy replaces the Return the OAA Headquarters policy that was put in place in 2022 and contained outdate Covid protocols. Please see the attached Council Policy.

Council Training: Training options for the February Planning Session were reviewed and a general direction was provided. More training details will be provided to the Committee for further review. The topic of Good Governance will continue to be provided on an annual basis as part of the February Planning Session. The Governance Committee was also asked to clarify whether the existing Council Reimbursement Policy includes reimbursement to council members for participation in the Fundamentals of Running an Architecture Practice (FRAP) course. Based on a number of factors including value of the course and the third party administration, the Committee confirmed that FRAP was not intended to be covered by the reimbursement policy as written.

Multi-Year Roadmap for Workforce Planning: As part of an ongoing agenda item, OAA Manager, Human Resources, Kathy Armbrust presented a portion of the plan related to succession planning. This roadmap will address multiple recommendations from the Operational Plan and specifically the recommendations regarding succession planning.

Action

None. For information only.

Attachments

Council Policy - Council, Committee and Task Groups - Meeting options

Ontario Association
of Architects

Council Policy

Policy Name	**Council, Committee and Task Groups - Meeting Options**
Issue Date	**August 15, 2023**
Revision Dates	**N/A**

This policy complements the OAA's HR Policy regarding Hybrid work options for staff and offers three approaches to conducting meetings in order to effectively carry out the work of the OAA: in-person, hybrid and virtual.

OAA volunteers and staff have demonstrated that virtual meeting options can be highly effective in carrying out the day-to-day operations and functions of the Association.

Since the pandemic, many Committee and Council members have expressed their satisfaction with virtual meetings as a means to conduct the Committee and Council work of the associations. Virtual meetings can help maximize volunteer resources by reducing travel time and increasing accessibility for members outside of Toronto. The pandemic has highlighted the OAA's volunteer base as one of its greatest assets.

Virtual and/or hybrid meetings also directly address the OAA and Council's goals and objectives regarding Climate Action, accommodation, and Equity, Diversity, and Inclusion.

Meetings will continue to be conducted during the OAA's core hours of operation, from 8:30 a.m. to 4:30 p.m.

Council Meetings

Council meetings are held in person at the OAA Headquarters. However, for the convenience of Councillors who wish to attend remotely, a virtual option will also be made available.

Committee Meetings

Committees, both as a whole and as individual members of a committee, will have the opportunity to attend meetings virtually. As a general rule, meetings that are two hours or less in duration will be conducted online.

At the outset of each calendar year, as part of the annual committee orientation process, staff members will send notice to each committee containing information about meeting dates for the year. During this time, committee members will also be given the opportunity to indicate their preference for virtual or in-person meetings. Taking this feedback into consideration and after discussing with the Chair, a decision will be made regarding whether meeting(s) are held in-person, virtually, or in a hybrid format.

Task Groups/Working Groups and Other ad hoc Meetings

Individuals participating in these meetings will have the opportunity to attend meetings online via Zoom. Meetings lasting two hours or less in duration will be conducted online.

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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	

FOR COUNCIL MEETING
September 21, 2023
(open)
ITEM: 6.5.c

From: Kristiana Schuhmann, Vice President & PRC Chair

Date: September 12, 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 fifth meeting of the year on August 31, 2023. This hybrid meeting focused on the following key items:

General Updates

The Committee was reminded of the upcoming Council election, OAA committee volunteering opportunities for 2024 as well as call for presenters for both conference and webinar sessions.

The next edition of the Practice Advisory E-newsletter is expected on September 15, sharing updates on the Planning Act, the EABO Occupancy Checklist, article on payment certification, etc.

Document Development and Maintenance

1. OBC Data Matrices Updates – (refer to PRC Workplan): Given the extensive changes to the OBC, the data matrices have to be reviewed to confirm updates needed.

   As per the 2023 work plan, PRC has been tasked with review of the text version of the matrices and code updates. At the July 6 meeting, the Committee discussed the review process and suggested alternative approaches to be considered in meeting the deadline. Subsequently, staff engaged a consultant to finalise the first stage of the review. Comments received have been used to update the matrices, with topics such as encapsulated mass timber addressed.

Ontario Association
of Architects

Seismic Supplement (Excel workbook only) has also been reviewed and proposed changes were also made (refer to item 3. of this memo below)

PRC was advised of these updates at the August 31 meeting. Next steps include the review and testing of the code matrices by PRC in the upcoming weeks. The feedback will be reviewed by staff this fall.

2. Review of the proposed updates to Practice Tip PT.03 Building Code Matrix: With the matrices updates well underway, PAS have made some proposed changes to the Practice Tip PT.03 that provides background to the building code data matrices. PRC is in the process of reviewing the changes.

3. Review of the proposed updates to PT.35 - Importance Category and Seismic Restraint: As another step in the process of increased harmonization with the National Building Code, OBC Section 4.1.8 Earthquake Loads and Effects has been revised - effective as of January 2020 - to align with NBC 2015. In order to maintain PT.35 - Importance Category and Seismic Restraint, the practice tip has undergone updates from its July 2016 issue (refer to item 1. of the memo).

4. Review of New Practice Tips PT.10.3 and PT.10.5 on the *Construction Act* – in progress: PAS is working with legal council to create two new Practice Tips to complete the PT.10 series on the *Construction Act*: PT 10.3 Prompt Payment and PT 10.5 Adjudication. The drafts of the new PT.10 series documents were developed by starting with the questions, "How does this impact an architect?" and "What do architects need to know?". An outline was developed to address the questions. PRC is currently reviewing the new proposed resources. Their feedback will be reviewed and discussed with the lawyer in the upcoming weeks.

5. Upcoming participation in the review of new Practice Tip PT.25 – Design Build: With the launch of the OAA 2021 Contract Suite and Guides, PAS has been working on updating peripheral documents that are intended to support the use of the OAA's standard forms of contracts and guides. Legal review has started on a new Practice Tip called PT.25 Design-Build: OAA 600-2021. As the title indicates, it is a Practice Tip which provides a template of amendments, additions and modifications to the current 2021 edition of OAA 600 for use on design-build projects. The draft of the new PT.25 document for use with OAA 600-2021 were developed by starting with the previous version for OAA 600-2013 (PT 25 Design-Build: OAA 600-2013), then making adjustments for the renumbering, changed definitions, and Construction Act provisions. PRC will be invited in a few weeks to provide their comments and questions on the draft resource.

6. Continued Production of Documents: Procedures at a Glance - CCA and Procurement phases: The Committee reviewed the work tracker spreadsheet and continued the discussion on current draft articles with topics such as coordinating with consultants, use of standard details, coordination of drawings and specifications, procurement methods in the design-construction program, etc. The Procedures at a Glance – Construction Documents landing page was recently launched with content covering Schedules and the Like, Code Compliance, As Construction Docs End and Quality Management Process uploaded.

Ontario Association of Architects

<u>Other general practice topics/Emerging Issues discussed</u>

- Delay claims – continued conversation: at the latest meeting, discussion around the importance of receiving a detailed construction schedule by the contractor to assist in evaluating validity of delay claims when they occur.

Action

None. For information only.

Attachments

None.

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Susan Speigel, Chair, Policy Advisory Coordination Team (PACT)

Len Abelman	Clayton Payer
Arnav Garde	Daniela Veisman
Toon Dreessen	Christina Karney
John Stephenson	

Date: September 8, 2023

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

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

PACT has not had a regular meeting since the last update to Council; however, the Committee did attend a special meeting July 10, 2023 to select the 2023 Queen's Park Picks (more on this below). The next meeting of PACT will take place on September 15, 2023. The Committee continues to work on many issues including:

- World Architecture Day 2023: PACT has finalized the 2023 Queen's Park Picks. With notifications from Queen's Park that government will be recognizing the National Day of Truth and Reconciliation (which takes place on Saturday, September 30) with a statutory holiday on Monday October 2, the OAA has cancelled its drop-in reception on that day.

  In its place, this year's Queen's Park Picks (QP Picks) will be revealed on Tuesday, October 3 via a special virtual exhibit at www.oaa.on.ca/qpp. Despite excitement and anticipation about the return to an in-person event, the Association has had great success running this event virtually, including unprecedented MPP and media engagement, and looks forward to another exciting event this year.

Ontario Association
of Architects

OAA staff did secure a commitment from the Honourable Doug Downey, Attorney General, to deliver remarks at the in-person event. Work is underway with his staff team to seek alternate ways for the Minister to recognize World Architecture Day, such as a statement in the Legislature on October 3.

This year, World Architecture Day has gained significant engagement from Members of Provincial Parliament (MPPs). It presents a great opportunity to promote the public appreciation of architecture and increase awareness of the role architecture has in promoting the public interest. MPPs across Ontario, local architectural societies, and architects themselves are all involved in this effort.

With this last minute pivot to a virtual event, OAA staff is exploring other opportunities to leverage the QP Picks as a tool to expand the public conversation about architecture, such as displaying them on the screen of the café in OAA HQ. Updates about plans to further leverage the QP Picks will be shared with Council via the regular PACT updates.

- Conference 2024: In preparation for conference 2024, members of PACT were in attendance at the plenary planning session on August 15, 2023. Possible sessions and topics were discussed. The theme of the 2024 Conference on housing will provide an opportunity to discuss and exhibit previous research that PACT has been involved in, including CANCEA's 2017 report, *Understanding the forces driving the shelter availability issue*, and SvN Architects+Planners' 2019 report, *Housing Affordability in Growing Urban Areas*.

- Ongoing political outreach: Following the consultation on Bill 97: *Helping Homebuyers, Protecting Tenants Act, 2023* hosted by the Ministry of Municipal Affairs and Housing staff, OAA staff are awaiting an update from Ministry staff as they continue to draft regulations on defining a "qualified professional".

  The OAA, as a member of EABO, issued a letter to the Minister of Municipal Affairs and Housing on June 29, 2023, encouraging changes to the *Building Code Act* and the Ontario Building Code regarding professional coordination. On August 16, OAA staff met with Ministry of Municipal Affairs and Housing staff to discuss the advancement of concerns expressed in the letter. OAA staff will continue to engage with Ministry staff to maintain collaboration on this issue.

Action

None. For information only.

Attachments

None.

Ontario Association of Architects

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: **OAA Building Committee**

Sheena Sharp, Chair
Lara McKendrick, Councillor
Thomas Yeung, Councillor
Kristi Doyle, Executive Director
Kathy Armbrust, HR Manager
John Thomas, Building Operator

Date: September 13, 2023

Subject: **Building Committee Updates**

Objective: To update Council on the work of the OAA Building Committee.

The Building Committee last met on August 9, 2023.

Landscape Design Competition

At the June meeting of Council, the Building Committee presented a Report regarding the proposed landscape design competition. After a robust discussion in response to the Report, Council directed that a decision be deferred and that the Building Committee be asked to consider Council's feedback over the summer months. The Committee was to return to the September meeting with a focussed and clear recommendation, accompanied by a recommendation regarding financing should the project proceed. The Building Committee was to work in cooperation with the Finance & Audit Committee in terms of how the cost of the project would be covered and in which fiscal period(s).

The Building Committee has been working diligently over the summer on an updated report and recommendation.

The Building Committee continues to be of the view that a one-stage design competition is the most appropriate approach in terms of 'procurement' to address the much needed repair and revitalization of the Headquarters site and landscape.

Ontario Association
of Architects

A landscape design competition will further the goals of the Renew + Refresh retrofit, and this benchmark for design will be used as a tool to support the OAA's strategic priority to **educate and engage the public** under its 5-Year Strategic Plan**.** More specifically, the project will emphasize how buildings and their site contexts can and must be designed sustainably, with consideration to Indigenous communities on whose traditional land the building is situated.

This project is also an opportunity to profile the OAA, and its net-zero headquarters, the commitment to climate action and Truth and Reconciliation, and the important role of architectural professionals in designing for climate resilience and inclusivity.

Over the summer, the Committee confirmed the above criteria for the competition and the statement of requirements.

The Finance & Audit Committee has been working with staff over the last 4-6 weeks to explore options available to finance the project, based on a refined budget and schedule provided by the Building Committee. The Committee has requested additional time to finish this work in concert with staff in order that a clear and comprehensive way forward can be presented to Council. As such, the final report and recommendation from the Building Committee, along with the Finance & Audit Committee's financing plan will be presented to Council at the December 1 meeting.

Budgets

The Building Committee reviewed the draft Building Committee Budget and the portion of the Capital Budget that relates to furniture and the building. The review of the Capital Budget takes into consideration the Building Reserve Fund Report which is based on the lifecycle of fixed assets. The draft Building Committee budget was approved to move forward to the Finance and Audit Committee for further review.

NRC Reports

The Building Committee reviewed two reports from the National Research Council Canada (NRC): Energy Monitoring of Ontario Association of Architects Headquarters Building and Occupancy Evaluation. There we many positive findings in these reports including many improvements made post renovation.

As per below, the OAA has made significant improvement in energy usage post renovation. The OAA is very close to meeting our net zero target. The NRC Report on Energy Monitoring of the OAA shows the improvement in energy use as follows:

Ontario Association
of Architects

Table 9: Comparison of energy use intensities

Status	Energy use intensity (kWh/m^2)
Pre-renovation	513
Energy Star	275
Post-renovation	0.3

The difference to get to Net Zero is approximately equivalent to shutting off a 100W incandescent light bulb continuously for 1 year. A few improvements have already been made to reduce energy usage post the NRC audit, such as unplugging a freezer and reducing the number of copiers being used from four to two. OAA will continue to look for ways to reduce energy usage to achieve net zero. It was agreed to continue to monitor energy use and generation to see if the improvements made will bring the OAA to net zero.

After the renovation, occupants indicated that overall satisfaction improved and the best features of the new OAA design were the prevalent access to natural lighting, the window views, and the open collaboration space. In addition, the recommendations from occupancy survey were reviewed. The OAA will continue to monitor items in the occupancy evaluation and take appropriate actions. For example more task lighting is included in the budget for next year and ergonomics training will be provided to staff.

Elevator Modernization

The Building Committee reviewed the progress of the Elevator Modernization Project, which is almost complete. The elevator flooring installation and final inspection are the final steps required to complete the project. As of September 13, the project is complete.

Action

None. For information only.

Attachments

None

Ontario Association of Architects

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Farida Abu-Bakare - Chair

Heather Breeze – Intern Architect

Date: September 12, 2023

Subject: **Interns Committee Update**

Objective: To Update Council on the Interns Committee Activities

The Interns Committee is organizing its work around the Council approved work plan (Appendix A) as follows.

Audit OAA Internship Resources – Due by December 2023 or sooner

Complete as reported in June 2023

Support Ongoing Communication – Due by December 2023 or sooner

Final preparation is underway for the annual 1½ hour virtual event held in the Fall (October) which covers topics related to the pathways to licensure, how to join the OAA, involvement on OAA Committees, local societies, BEAT, BAIDA, architecture conservancies, etc. Other topics include CACB process, RAIC Syllabus, TSA membership, Interns Committee initiatives, etc. Typically a collaborative effort between the Interns Committee, the TSA and OAA Communications.

Supervisor Accountability and Education – Due by December 2023 or sooner

Committee plans to expand on the existing Mentorship Guide to include more topics related to the Supervising Architect role and responsibilities within the Internship in Architecture Program. The Committee has made their suggested edits and next steps include review and update of document. Once complete a communications strategy will be developed to alert stakeholders to the new Guide version and contents.

Ontario Association of Architects

Identify Challenges of the IAP – Ongoing/Continuous

Mentorship Directory - complete.

Instructional Video re. IAP - Discussions have started regarding the development of instructional videos pertaining to the licensing requirements in Ontario and the internship in architecture program. The committee has reviewed the info graphic video about the BEFA application process, https://befa-aeve.ca/demonstration-of-competency and will research similar possibilities. This project will carry over into 2024.

Action

None. For information only.

Attachments

Appendix A – Interns Committee 2023 Work Plan

Ontario Association
of Architects

Ontario Association of Architects

Committee Work Plan Worksheet

Annual Committee Work Plan for 2023

Committee: Interns Committee	

Committee Responsibility from Terms of Reference	2023 Action required	To be completed by (date):
Update Committee ToRs for approval by Council	Edits from Planning Session to March Council	March 2, 2023
Support Ongoing Communication	Continue public outreach; specifically Meet the OAA Event and TSA sessions.	Completed by December 2023 Meet the OAA Event October 2023
Identify Challenges of the IAP	Review Interns Research Report for IAP challenges Committee to bring forward any new concerns of IAP	Continuous
Supervisor Accountability and Education	Identify and define problem – through survey Review Resources and Communication to Supervising Architects/Professionals Survey resources of other Canadian jurisdictions Identify opportunities to educate, what are the tools to develop accountability/training	Completed by December 2023 or sooner
Audit OAA Internship Resources	Review website available resources for internship; identify deficiencies, challenges, etc.	Completed by December 2023 or sooner

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Kristi Doyle, Executive Director

Date: September 9, 2023

Subject: **Debrief re. OAA Conference 2023, Sudbury Ontario**

Objective: To provide Council with a debrief and feedback received regarding OAA's Sudbury Conference.

The OAA's first annual conference in the north was hosted from June 20 to 23 in the city of Sudbury. Attached is a comprehensive consolidation of the feedback received from the post-conference survey that was distributed to all registrants. The survey was administered by the OAA, and the results were compiled by the OAA's Conference Planner – MCC Destination Management. The following are a few highlights

- 567 individuals registrations for the pre-conference virtual Keynote; 91% preferred the virtual event format before conference; and 91% rated the event good or excellent

- 305 individuals registered for the onsite conference in Sudbury; including speakers and sponsors there were 416 registrants

- 79% of those that answered the survey thought the conference experience was good or excellent

- 81.7% of those that answered the survey thought the in-class ConEd programming was good or excellent

- 95.8% of those that answered the survey and participated liked the addition of experiential learning

Ontario Association
of Architects

- Of those that attended, 90% thought the NOSA evening – society event was good or excellent

- 67.7% of those that answered the survey thought the online pre-registration process was good or excellent; and only 44% felt the printing of badges and tickets on site was good or excellent

- 100% of the 14 that used the shuttle from Toronto to Sudbury thought it was excellent

- 83% of those that responded to the survey felt that the destination met their expectations

The consolidated feedback was presented at the Conference 2024 Brainstorming session held at the OAA headquarters (and virtually) on August 15. Members of the ConEd Advisory Group, CPEC, Societies, Council and staff were present.

Overall, the feedback on Conference 2023 is positive. The staff team and our conference planners have noted as well the feedback that falls into that category of constructive criticism and will consider accordingly. This feedback is equally important and is being considered in the context of overall conference planning, programming and logistics. It is also being considered in the context of future conference locations, and smaller city centres.

The OAA's conference in Sudbury was definitely unique in format, in venue options, as well as transportation and walkability. In turn this presented unique opportunities that we often overlook or are not possible in larger city centres not to mention the direct connection to the environment and nature that was experienced in Sudbury.

Given the above it is appropriate to say that the OAA's first conference in the north was a great success.

Financial analysis

The original budget for Conference 2023 anticipated 500 attendees resulting in $414,615 revenue. The actual number of member attendees was 305, resulting in reduce revenue from registrants.

The anticipated sponsorship revenue in the original budget was $200,000. The actual sponsorship secured was $243,500, which is very positive.

Over the summer months, final bills were received and expenses paid. As of this date, the majority of the reconciliation exercise has been completed.

Based on the original conference budget, it was anticipated that the OAA's general operating budget would subsidize the conference budget at an amount of approximately $158,447. Now that the reconciliation is almost complete the anticipated shortfall above and beyond that amount is approximately $12,700. This is very positive in terms of the finances and has little if any impact on the OAA operating budget.

Ontario Association of Architects

Action

For Information.

Attachments

Event Report OAA Conference 2023

Ontario Association
of Architects

MCC

EVENT REPORT
OAA Conference 2023 | Reporting & Survey Feedback Summary

MCC DESTINATION MANAGEMENT
A GLOBAL DMC PARTNER

Global DMC Partners

MCC

VIRTUAL KEYNOTE OVERVIEW

PROGRAM IN REVIEW

Data Analysis | Survey Feedback

567
total registered

456
total unique viewers

*Last in-person attendance was 2019 where audience was 379.
(65% of the overall Conference audience)*

2022 Virtual Keynote Attendance: 801

80.4%
registrant to viewer conversion rate

*Overall, webinar conversion rates into live webinar attendees is about **35%** on average.**

*Based on 2022 Event Industry Webinar Benchmarks

Key Communications Vehicles for Information Related to Event

Conference/OAA News Bulletin
45%

Other: Social Media, Referral, Etc.
5%

OAA Website
50%
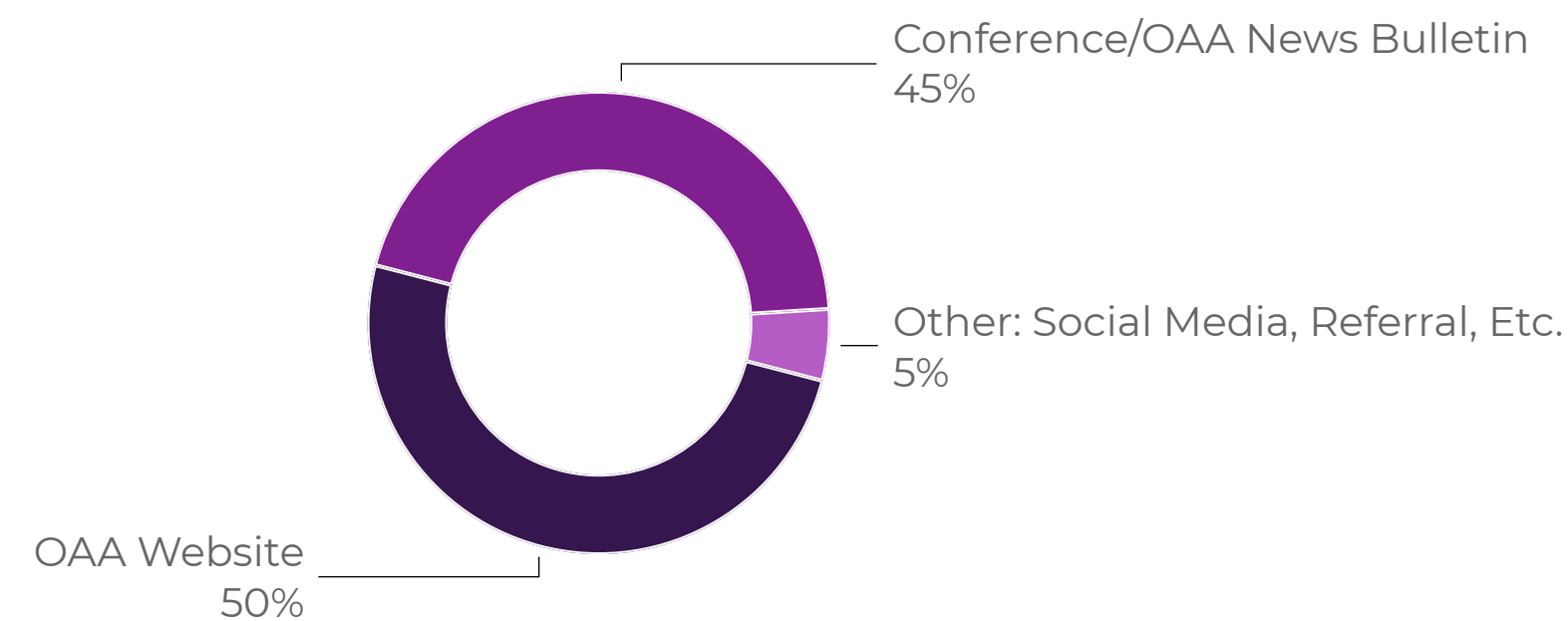
95%
of attendees heard about the event from Bulletins or the website.

Preferred Event Delivery Format

91%
of attendees prefer a virtual event format before Conference.

Virtual Event before Conference
91%

In-person at Conference
4%

In-person before Conference
5%
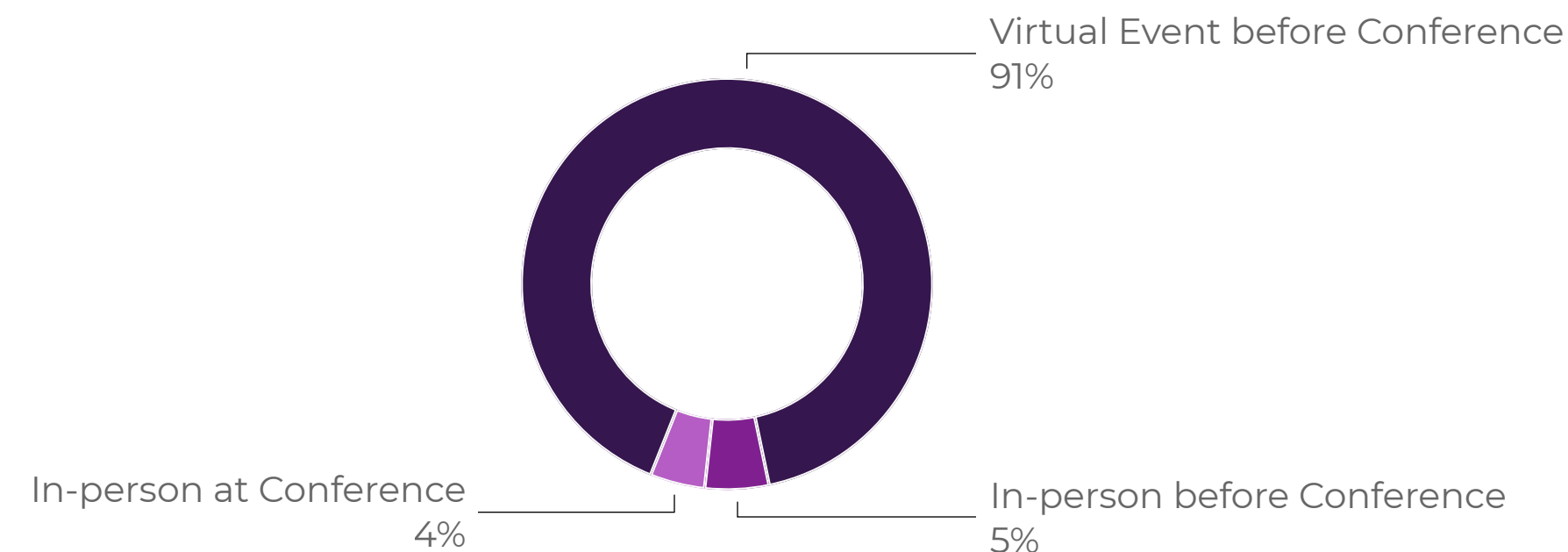
Audience Attendance by Location

United States
1%

Other
3%

Canada
96%
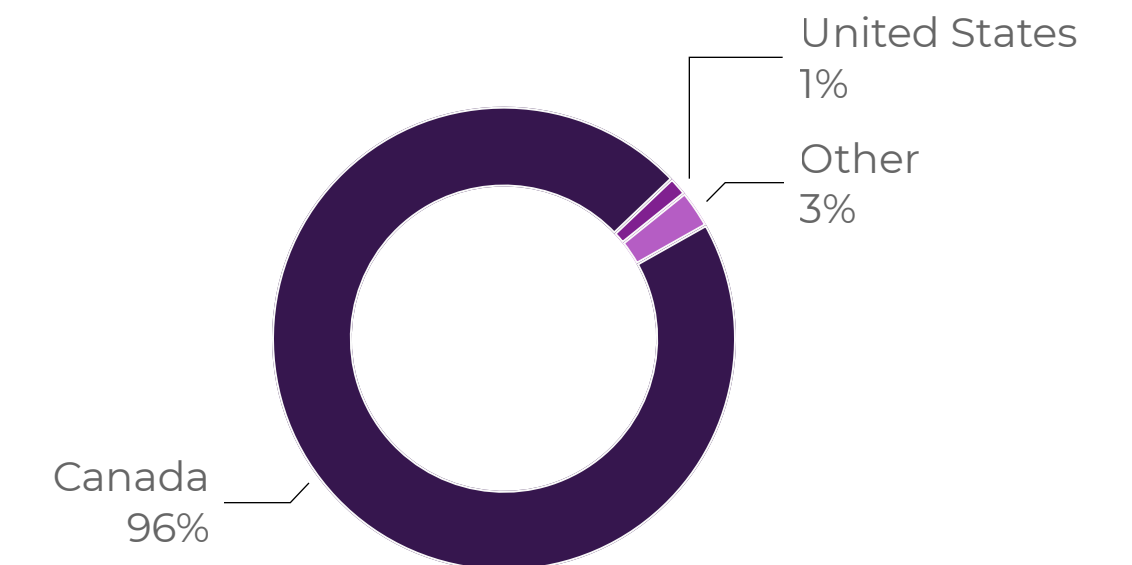
Location	Count
Canada	438
United States	6
France	1
Germany	1
India	1
Japan	1
Morocco	1
Netherlands	1
Portugal	1
United Arab Emirates	2
United Kingdom	2
Vietnam	1

3

Your Event Performance
Average viewing time for webinar attendees

63
max minutes
in session

56
average
viewing
time
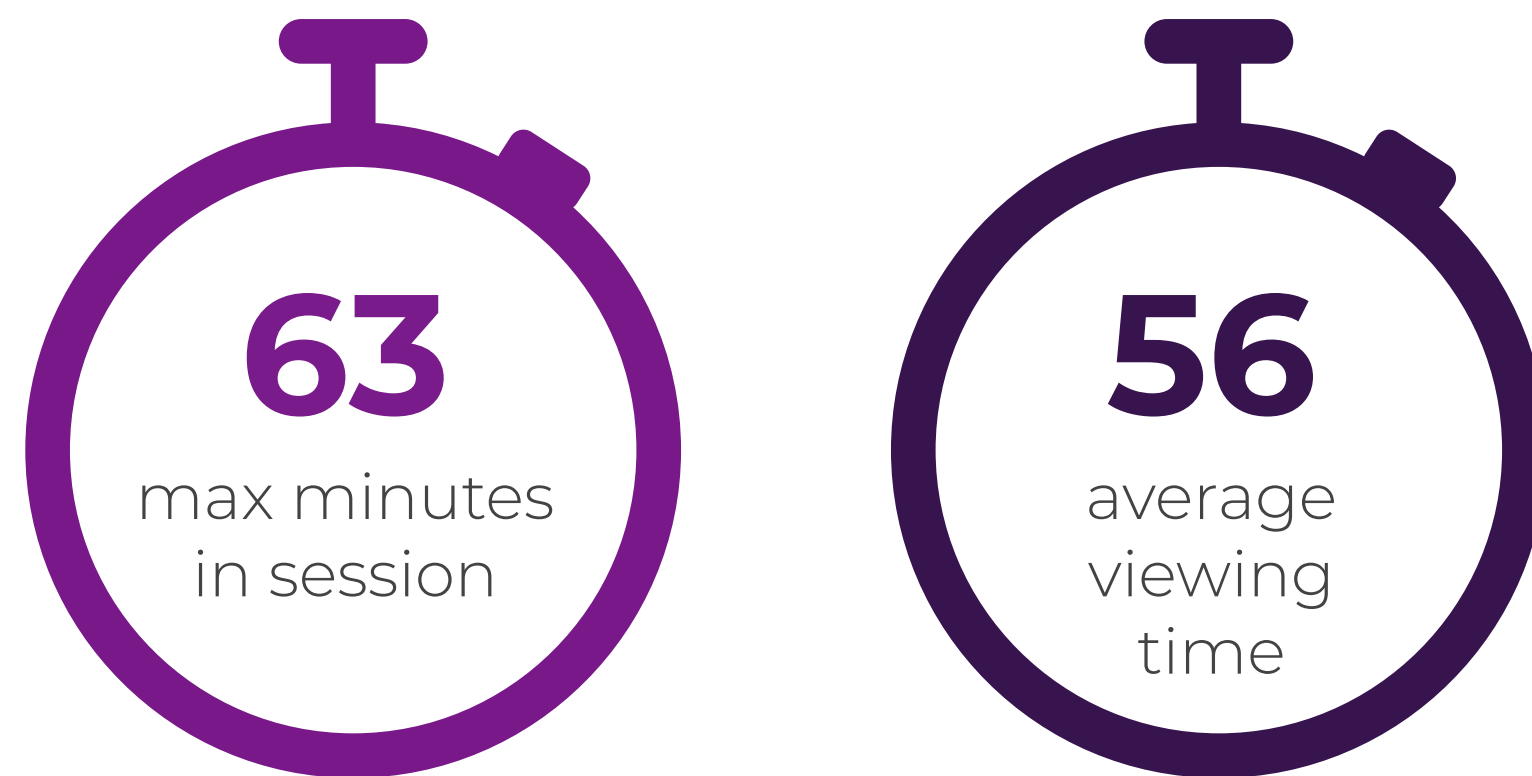
Industry Comparisons
Average viewing time for webinar attendees**

56
minutes
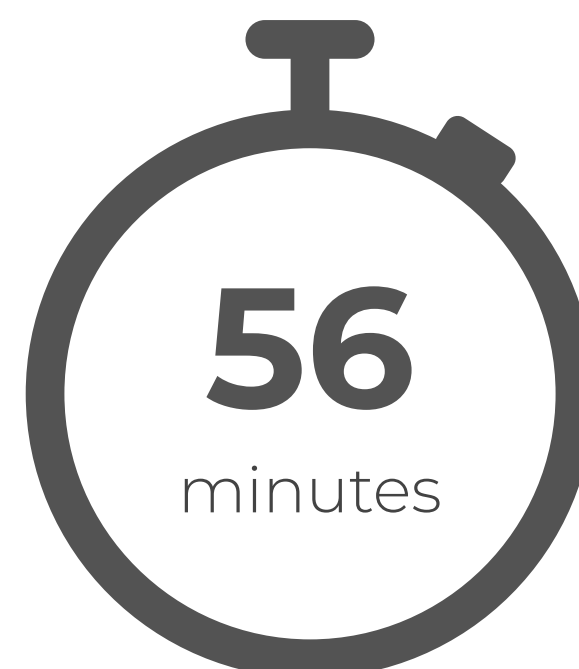
Audience Engagement | Questions

your event

industry comparisons

39

19

total number of
questions asked

average number
of webinar questions*

*Based on 2022 Event Industry Digital Experiences Benchmarks,
**Based on research from Zippia (2023).

91.4%

rated this event
good or excellent

Session Feedback:

97.1%

thought the session's
content was relevant to the
audience and the profession
(scoring 3 or greater)

97.8%

thought the session's
scope and depth of
the content presented
met expectations
(scoring 3 or greater)

Keynote Speaker Feedback | Spencer West:

4.6/5

displayed competency
in the topic presented
(Scored 1-5. 5 being excellent)

4.7/5

expressed ideas
clearly and effectively
(Scored 1-5. 5 being excellent)

4.6/5

created an engaging
environment for
learning
(Scored 1-5. 5 being excellent)

Cross-section of Survey Comments:

Providing a few concrete examples of how architects can create more accessible spaces for people with disabilities would be advantageous.

Both speaker and moderator spoke too quickly and often referred to acronyms or used them in conversation to make their messages come across even quicker...It would be nice if there was a way to slow down the conversation like you can on many pre-recorded lectures and books.

Great webinar! Glad to hear direct perspective from the user groups!

It will be difficult to attend in person at the Sudbury Conference, as family issues restrain me from traveling for more than 1 day out of town. But I hope some of the ConEd classes will be available via virtual possibilities like this keynote

Presentation that was awesome and gave me goose bumps...Thanks to the OAA and Spencer West for giving me goose-bumps again today

Very informative but challenges the optics of the OAA and its role. Architects may be in the forefront for this issue but very [few] if any architects will challenge a client on its operational programming issues to accommodate the disabled.

* percentage total of those that strongly agree or agree by respondents

5

MCC

IN-PERSON CONFERENCE OVERVIEW
PROGRAM IN REVIEW
Data Analysis | Survey Feedback

305

total registered

additional to registered

40 non-member speaker experts

71 sponsors (non-members)

416 grand total in system and outside system

Bar chart categories:
- 2019 - Québec City
- 2020 - Cancelled
- 2021 - Virtual Only
- 2022 - Toronto - Hybrid
- 2022 - Virtual - Hybrid
- 2023 - Sudbury
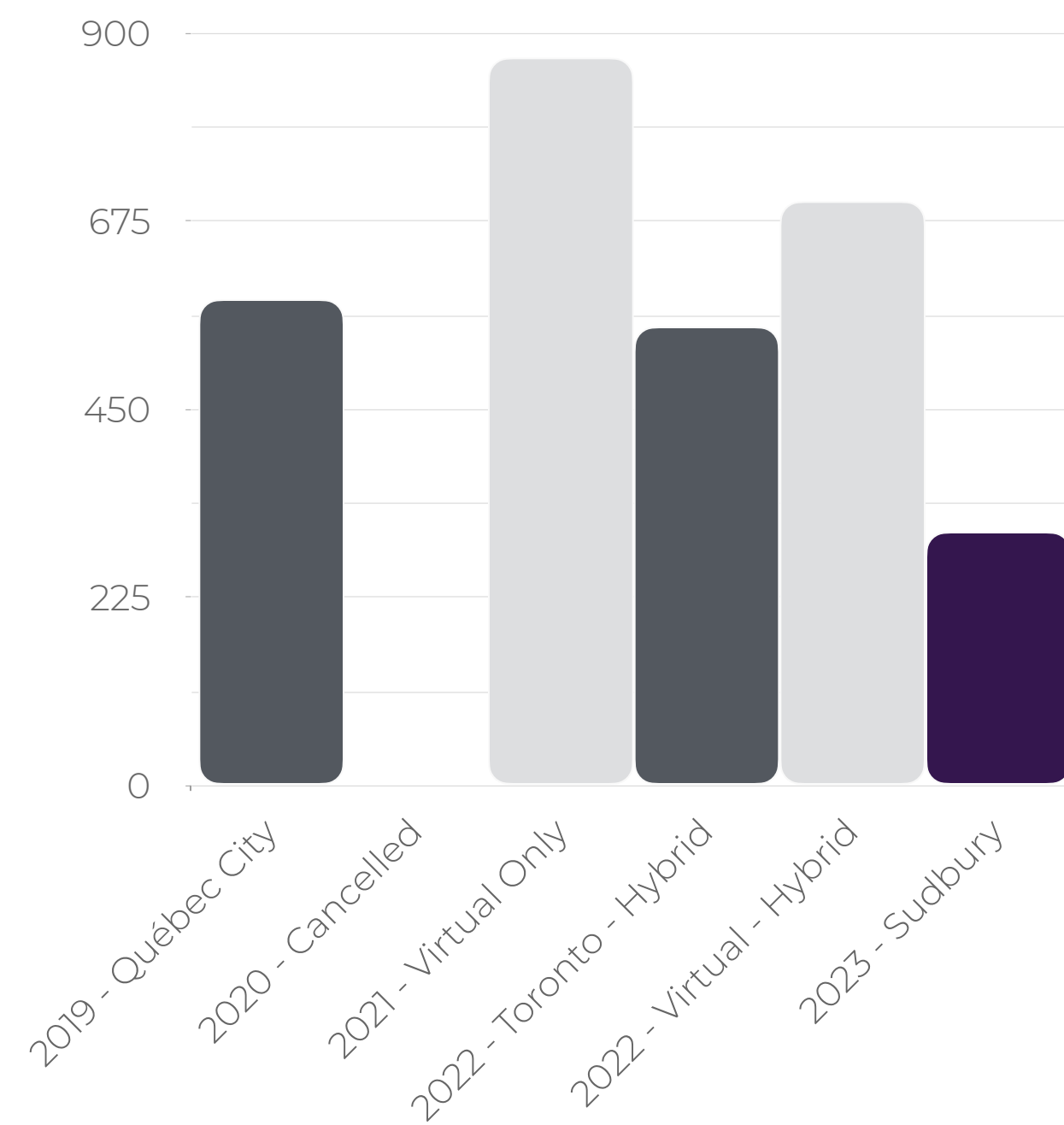
Breakdown by Attendee Type

- Intern Architect 8%
- Student 2%
- Staff, LGIC & Honorary Members 3%
- Non Member 28%
- Architect* 59%
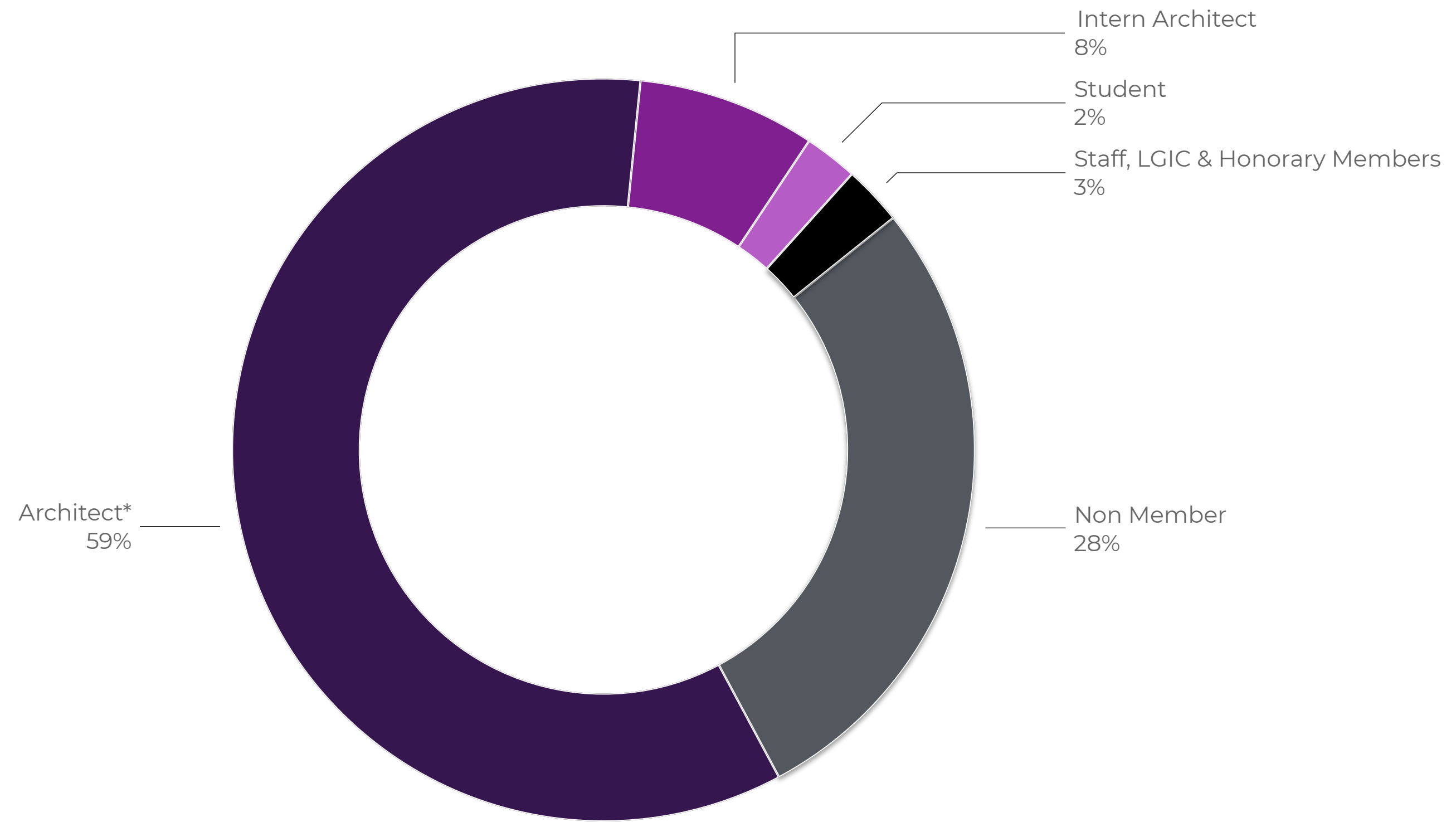
* Architect (Practicing, Long Standing & Non-practicing)

Key Benchmarks | In-person Conference
Based on Registration Database & Historical Data

Attendee Home City Distribution Comparison Year Over Year
AI Mapping Locations Using Local Society Map

Conference 2023 Sudbury
28% attended both 2022 and 2023

SLVSA 2.1%
ORSA 8.7%
NWSA 1.0%
NDSA 5.6%
NOSA 14.6%
NBSA 2.4%
NSA 3.8%
LSA 3.5%
HBSA 6.6%
GVSA 5.2%
ASA 1.7%
Outside of Ontario 2.4%
WRSA 1.0%
TRENT 1.4%
TSA 39.7%

Conference 2022 Toronto

TSA 66.2%
SLVSA 0.6%
ORSA 7.4%
NWSA 0.6%
NDSA 3.1%
NOSA 0.6%
NBSA 0.9%
NSA 2.0%
LSA 2.2%
HBSA 7.5%
GVSA 5.0%
ASA 0.4%
Outside of Ontario 2.4%
WRSA 0.7%
TRENT 0.6%

Algoma Society of Architects (ASA)
Grand Valley Society of Architects (GVSA)
Hamilton/Burlington Society of Architects (HBSA)
London Society of Architects (LSA)
Niagara Society of Architects (NSA)
North Bay Society of Architects (NBSA)
Northern Ontario Society of Architects (NOSA)

Northumberland Durham Society of Architects (NDSA)
Northwestern Ontario Society of Architects (NWOSA)
Ottawa Regional Society of Architects (ORSA)
St. Lawrence Valley Society of Architects (SLVSA)
Toronto Society of Architects (TSA)
Trent Society of Architects (TRENT)
Windsor Region Society of Architects (WRSA)

* Not Disclosed were omitted from the breakdown.
Approx. 10% did not disclose locations.

8

Key Benchmarks | In-person Conference
Based on Registration Database

60 days prior
90

30 days prior
248

14 days prior
267

7 days prior
286

Day Before Conference
298

During Conference
305

Date | April 11 to June 23, 2023

305
total registered

In the lead-up to the event, the email marketing campaigns and social marketing resulted in

114%

registration growth in the two weeks..

9

Did this year's theme "Designing For Dignity" affect your decision to attend the Conference?

No
68%

Yes
31%

Not Aware of Theme
1%
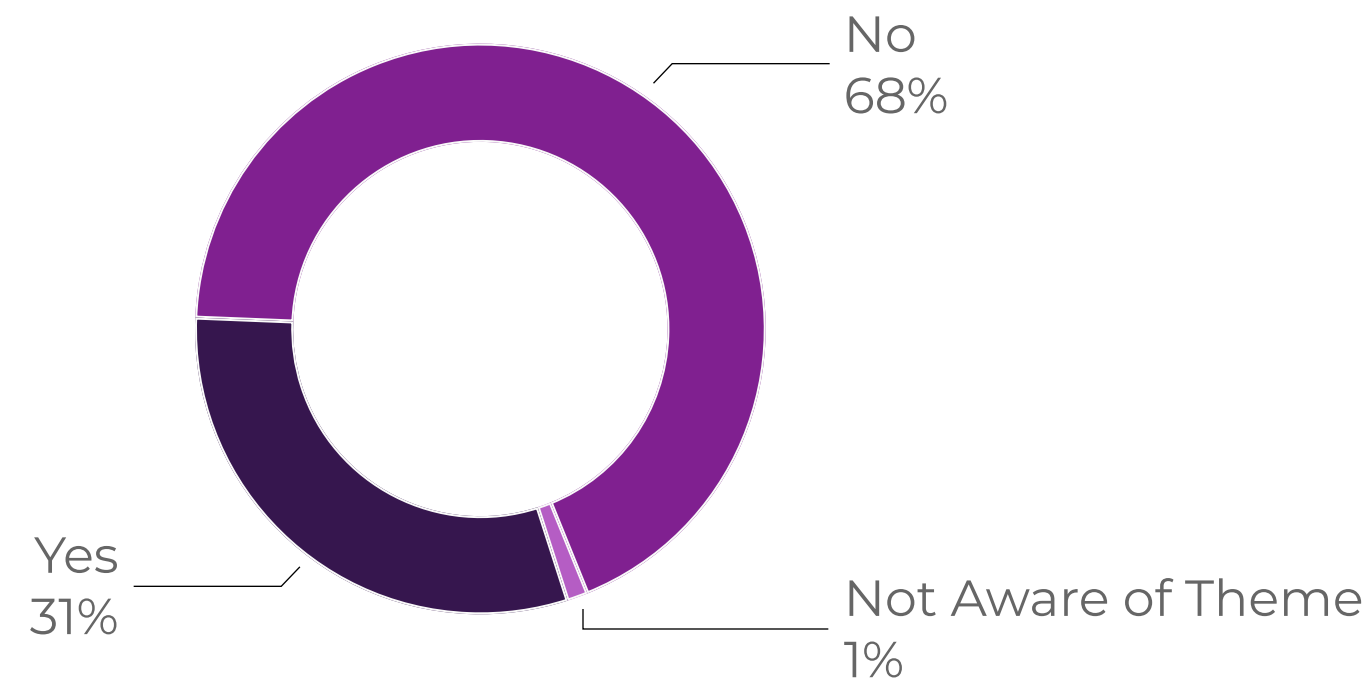
Why did you choose to attend this year?

Continuing Education · Social Events · Networking · Overall Conference Experience · Location

- Rated 5
- Rated 4
- Rated 3
- Rated 2
- Rated 1
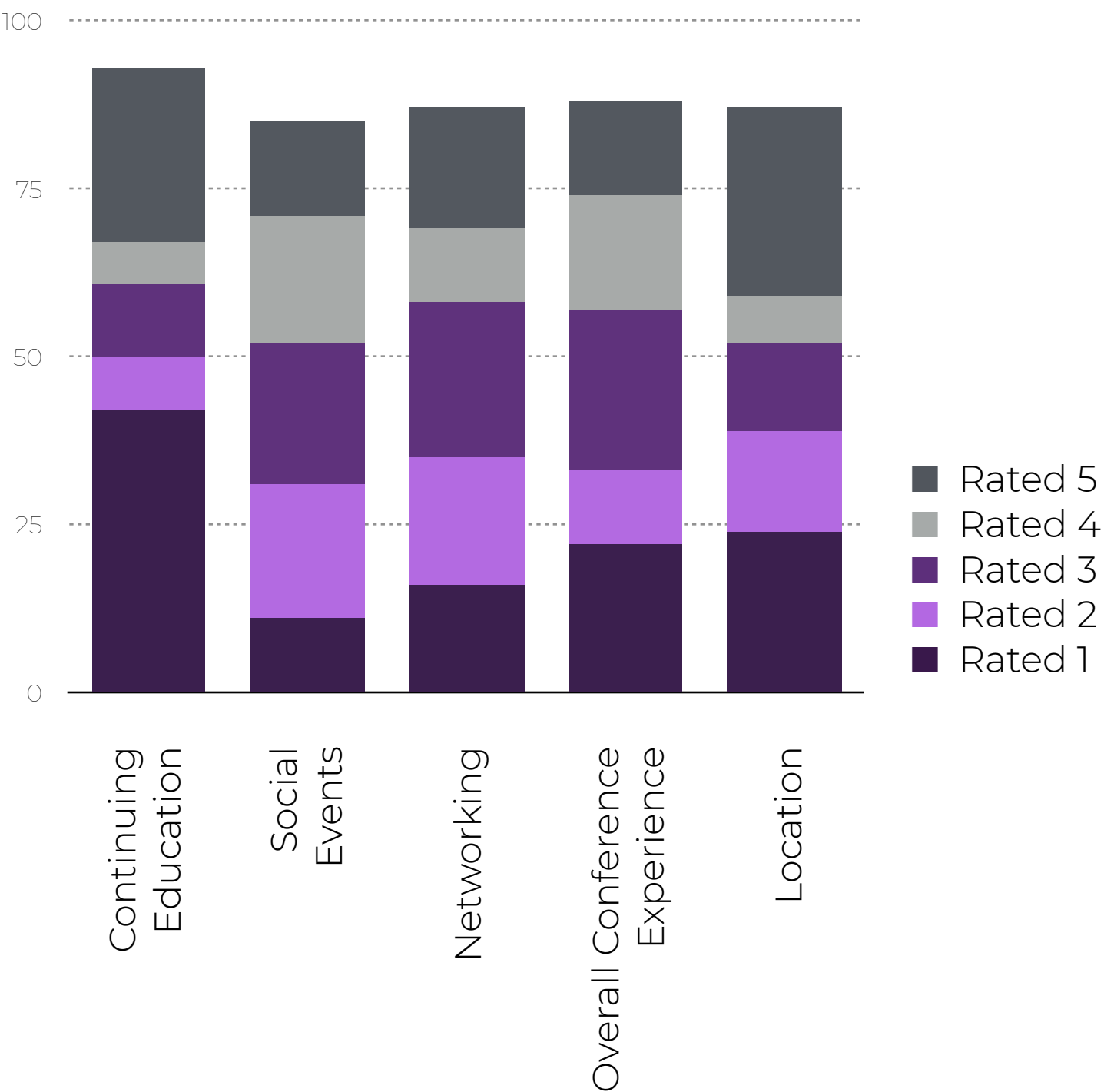
79%
thought the 2023 Conference experience was good or excellent.

4.1/5
overall score

Survey Feedback

Well done OAA; Council and staff organized an excellent event.

Some logistical improvement required, but overall SPOT ON!

Thank you to the staff and students who worked so hard to create a unique, welcoming and intriguing experience for us all.

Well done OAA; Council and staff organized an excellent event.

I think having this event in the Northern part of our province was a terrific idea and opened up discussion in new and interesting ways. I found navigating the campus and the city a little challenging, but would like to explore other northern communities in the future.

Keep the conferences going. They are an important member benefit of belonging to the OAA

great job, great venues, great food, great city, great courses

Anyone who didn't attend the conference really missed out.

Key Communications Vehicles for Information Related to Conference

Bulletins
66%

OAA Website
19%

Other*
15%
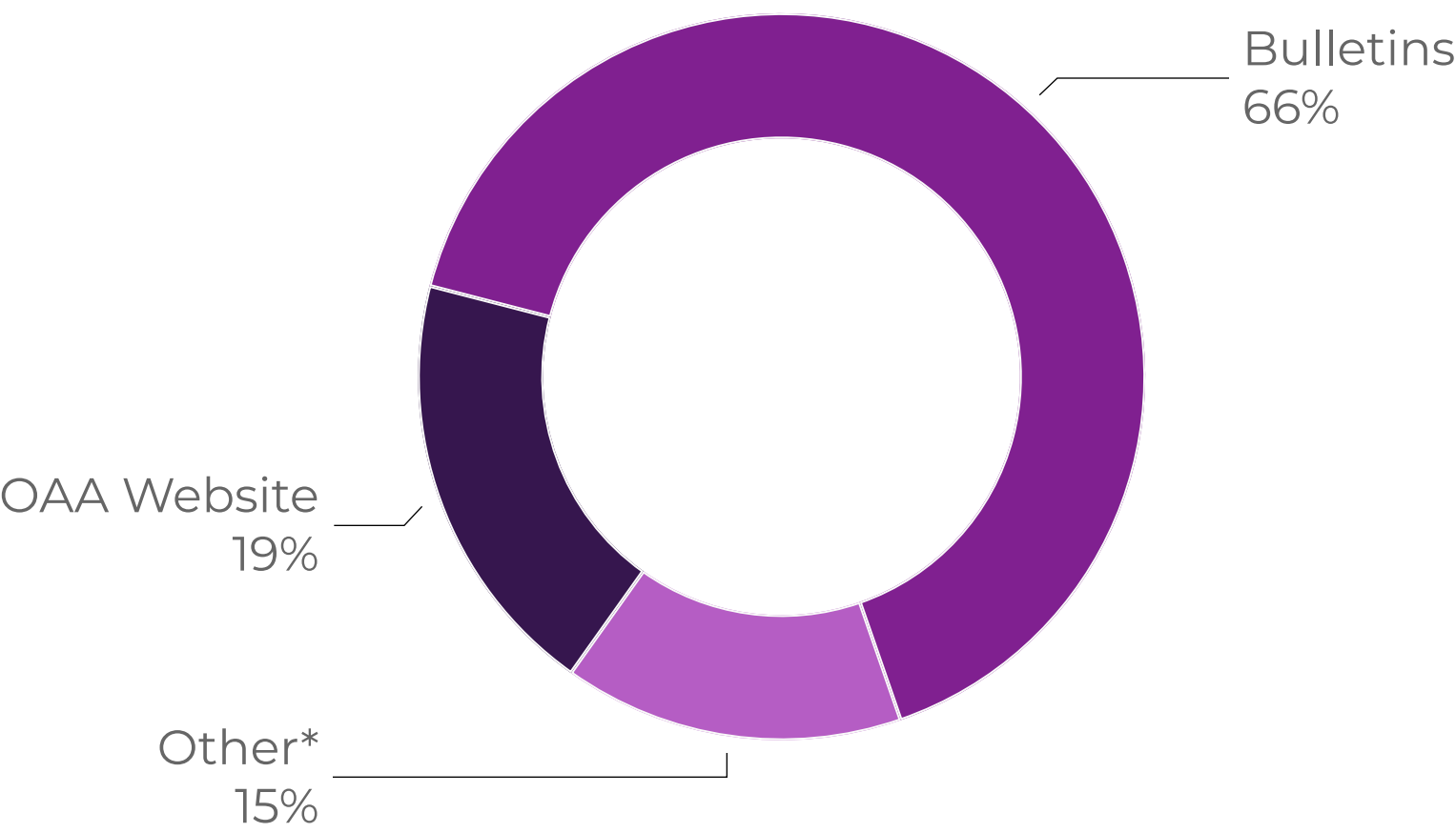
*Social Media, Referral, Etc.

85%
of attendees heard about the event from Bulletins or the website.

Social Analytics

- LinkedIn was the standout channel, with the event driving the most engagement all year
- Engagement was above average across all channels
- Sponsor videos among the top-10 most viewed posts on LinkedIn for month of June

Channel	Users reached	Engagement rate	Sponsor reach
in	15,083	**8.28%** 3.99% is 2023 average	9,878 views
Instagram	6,515	2.43%	-
f	1,688	8.3%	187 views
Twitter	863 Profile visits	**4.55%** 2.67% is 2023 average	788 views
TOTAL	**24,149 people**	**5.89% average**	**10,853 views**

LinkedIn • 25K+ views on content

Impressions in the last year
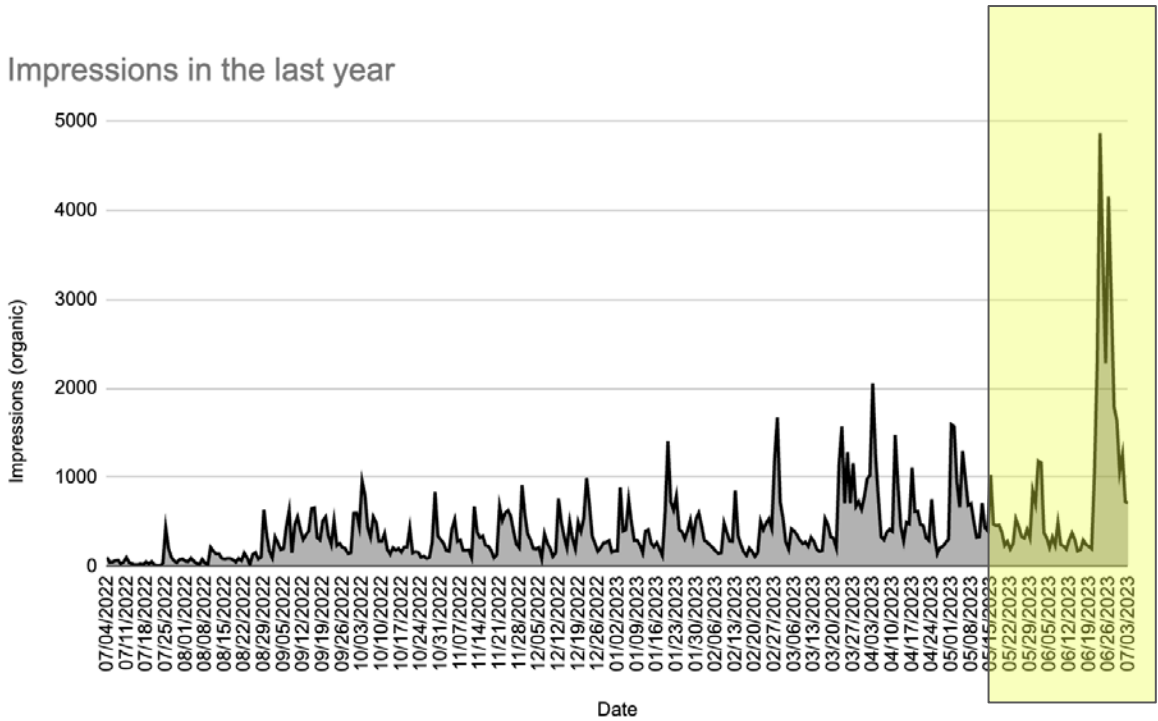
In total the OAA received 25,681 views on content (June 21-30), or 16% of the annual total reach

On average the OAA sees 377 views per post. During the event period the average was 2,568 views per post.

Instagram • Reach
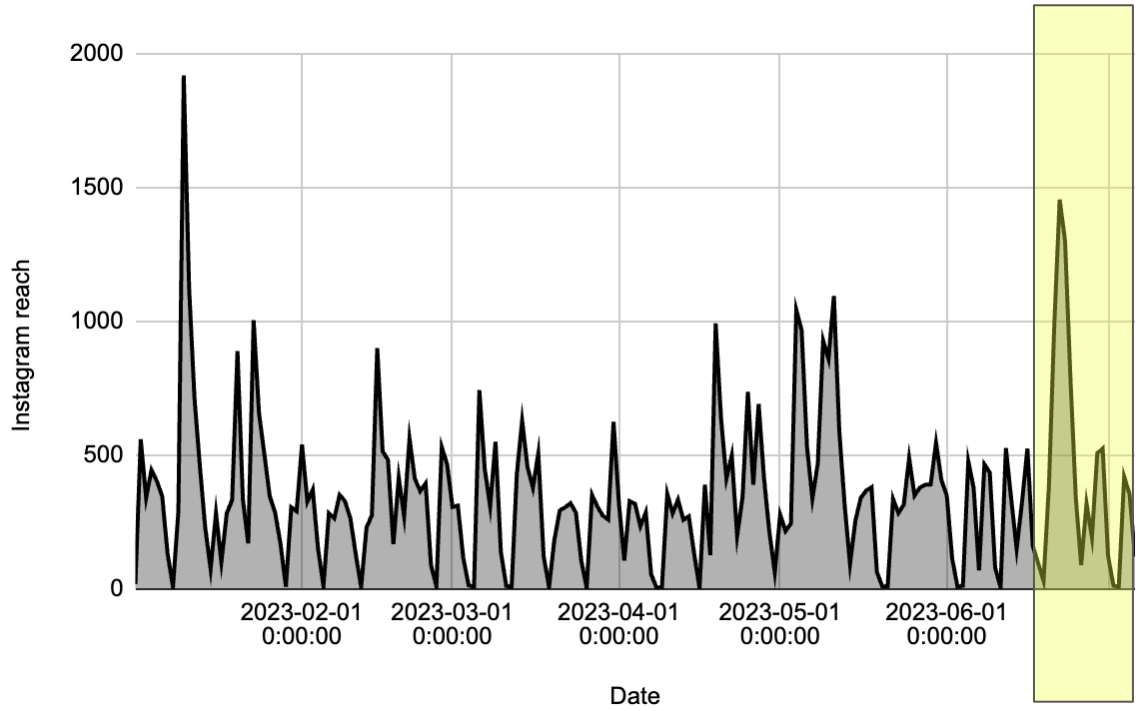
In total the OAA reached 6,515 people during the event (June 21-30), or 57% of June's total.

The four posts made during the event accounted for 10% of the total reach in 2023 so far.

11

Pre-registration:

67.7%

thought the online registration process was good or excellent.

On-site Registration

44.2%

felt the printing own badges at Conference was good or excellent.

For comments from surveys that provided suggestions and requests, staff are reviewing to determine next steps, improved processes for 2024, feature upgrades to software and added technology.

Recreational Tours

94

total registered

31% of registered attendees participated.

70%

thought this event was good or excellent.

Overall experience feedback was positive. Guests enjoyed recreational offerings. Criticism focused on unstructured learning for recreational experiences, which was a result of moving Architectural Tours to Experiential Learning.

Transfer from Toronto

14

total registered

100%

thought this addition was excellent.

Wonderful driver, great idea.

***

Seemed expensive

***

Thank god they had seats available to go back to TO!

Local Shuttles

66%

thought this addition was good or excellent.

Comments varied from: appreciation of the service, a noticed variance in service from city drivers vs private charters, capacity/under-use and time spent commuting. Both onsite feedback and in the comments reflected in the survey, there was frustration with schedule and wait times.

128

total registered

additional to registered

40 general attendees

168 grand total in system and outside system

2022 Plenary Attendance: 349
2021 Plenary Attendance: 523

3.4/5

72% of the audience thought this session was good or excellent

I would have like to hear more about the research that they were working on.

***

Sessions could be more interactive, visual, Q&A - talking heads panels are generally boring. Show examples.

***

I found it an encouraging start to further discussion.

***

I heard from some that OAA had actually spent quite a lot of effort on studying LTC facilities and making 5 recommendations. It would have been good to use them as the starting point. Appreciated having the different perspectives for sure though.

***

The graphic recording of the event was awesome, great idea.

***

I felt that the cross section of expertise and interest groups was well represented by the panel members.

Classroom Learning:

1145

total seats registered
2182 seats available
2023 pickup is **52.5%**

81.7%

Thought the ConEd programming was good or excellent.

related to classroom learning...

The sessions I attended were generally well done. Most were exceptional.

***

A good mix and a lot of variety to choose from.

***

Surprised by how much I learned and also how much I enjoyed the sessions.

NEW THIS YEAR Experiential Learning:

317

total seats registered
400 seats available
2023 pickup is **79.3%**

95.8%

of the survey respondents (who participated) liked these types of sessions.

related to experiential learning...

Allowed me to completely be in the moment. I appreciated this.

***

This was very good idea; keep doing this.

***

I particularly enjoyed the tours (despite the heat) and felt that this type of course was more engaging than just sitting and listening to a lecture.

For comments from surveys that provided suggestions and requests, staff are reviewing to determine next steps, improved processes for 2024, feature upgrades to software and added technology to facilitate.

Sudbury Kitchen Party

113
total registered

70 sponsors

10 presenters

193 grand total

37% of registered attendees participated.

84.4%
thought this event was good or excellent.

Those that attended liked the use of the School of Architecture. Welcome remarks were hard to hear. One attendee felt the displays in the Pit did not fit the event.

Society Event: NOSA Night

77
This event sold out.

25% of attendees participated.

90.3%
thought this event was good or excellent.

Those that attended liked the event. Many noted that they were not able to attended due to it selling out too early.

SHIFT2023 Challenge and Honours Event

150
total registered

50 sponsors

200 grand total

49% of registered attendees participated.

70.0%
thought this event was good or excellent.

Positive comments were extended to the venue selection. Some wanted food and beverage during the event. Many commented that the event was too long.

Archifête

184
total registered

70 sponsors

22 presenters

276 grand total

60% of registered attendees participated.

78.0%
thought this event was good or excellent.

Again, most comments were positive about the venue, its architectural significance and the in-house activations. Negative comments includes catering, the event timing and the attendance.

41
sponsors

60 sponsors in 2022

$243.5k
Up from 2022 - **$221k**
110% year over year
Target for budget was $200k.
72% of 2019 pre-Covid performance.

70.5%
of attendees
visited sponsors

A lounge / centralized meeting area to mingle with colleagues would be welcomed.

***

Excellent time, well organized, sponsor, suppliers, venders
need to be provided with more respect

***

While sponsors are important for the viability of the conference, you should try to limit
product pitches; the conference itself should have a more practice oriented content

***

I spoke more to them at evening events

***

I really enjoyed the lunch&learns w/ them ... captive audience.
I think I prioritized networking as I am a sole practitioner and a woman
and wanted to connect w/ others in a similar situation

When asked what would entice attendees to visit sponsor, here are their responses:
- better displays, new products, new sponsors, innovation services; usually the same ones...deltabeam, owens corning, etc
- better, centralized location
- incentives such as stamp vendor card contest with what you learned and took away from each vendor
- emerging vendors should be added that architects are less familiar with
- backdrops, simulation booths where Architects can try out new products.

Common feedback: Many attendees noted needed more or dedicated time to see them.

Lunch & Learns

336
total registered

14 lunch and learn sessions
710 total available spaces
47% of registered attendees participated.

75.0%
thought this event
was good or excellent.

103 | 155 | 78

16
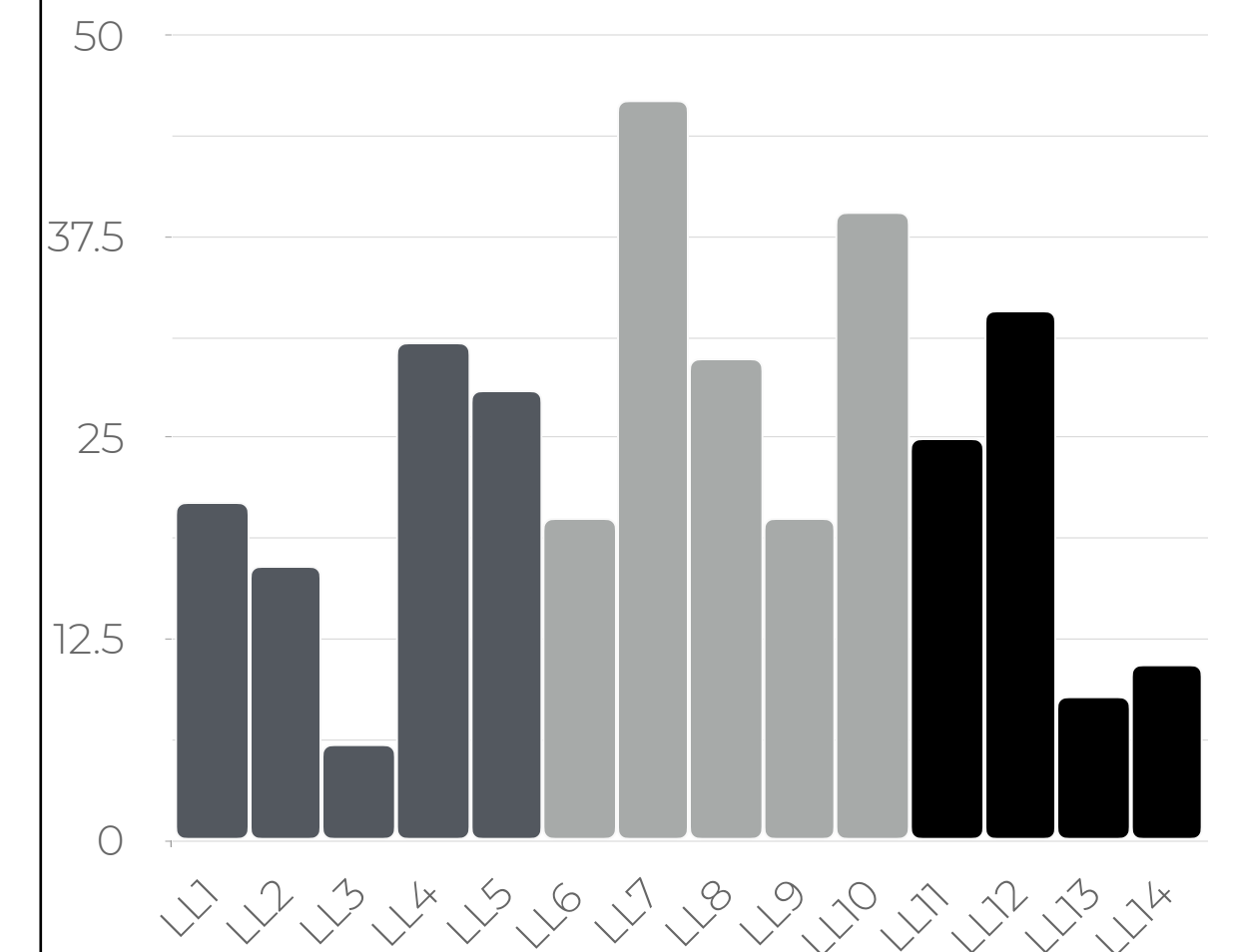
83%

felt the destination met
their expectations
as a host city

Hilton Garden Inn
3.9/5

Holiday Inn Sudbury
4.0/5

Travelway Inn
3.9/5

Laurentian University Main Campus
3.8/5

McEwen School of Architecture
4.6/5

Science North
4.6/5

Place des Arts
4.7/5

Fell in love with it - it really was a memorable conference.

***

Wonderful city. Local architects are a credit to profession. Sudbury surprised us with how fun it was: funky playful downtown; beautiful lakes; great vibe overall.

***

*Restaurants and bars closed too early.
Travel was very difficult. Limited taxis and flights.*

***

Prefer 4/5 star experience, Sudbury felt like 2 star.

***

I really enjoyed experiencing Sudbury. It was good to experience the near-north, and to have many folx from the north join the conference. So good to have their input/perspectives.

***

Thanks for having it in Sudbury. It was a great experience seeing how a city can transform itself from a barren moon-like place in 40 years to what it has become now. I would not have known this if the conference was not there.

Considerations for Future Planning
Future Destinations suggested in Survey Feedback

64%
plans to attend next year's in-person Conference

Preferred format:

In-person 74%

Hybrid 24%

Virtual 2%

Suggestions for future destinations:

Peterborough (1)

Ottawa (2)

Kingston, PEC 1000 Islands (2)

Toronto (1)
Tobermory (1)
Muskoka (1)

Hamilton (1)

Waterloo Region (5)

London (4)

Windsor (1)

Thunder Bay (6)
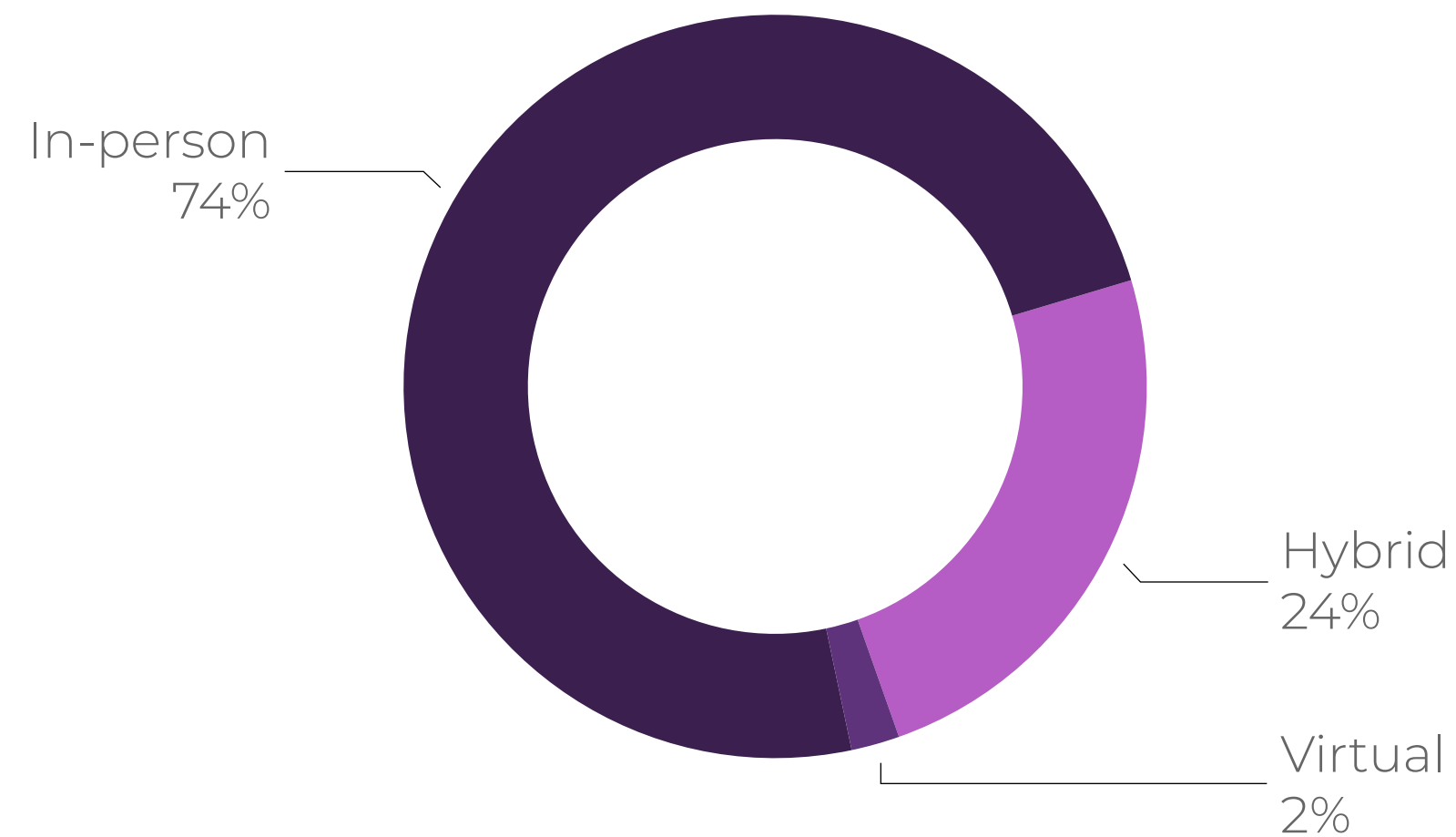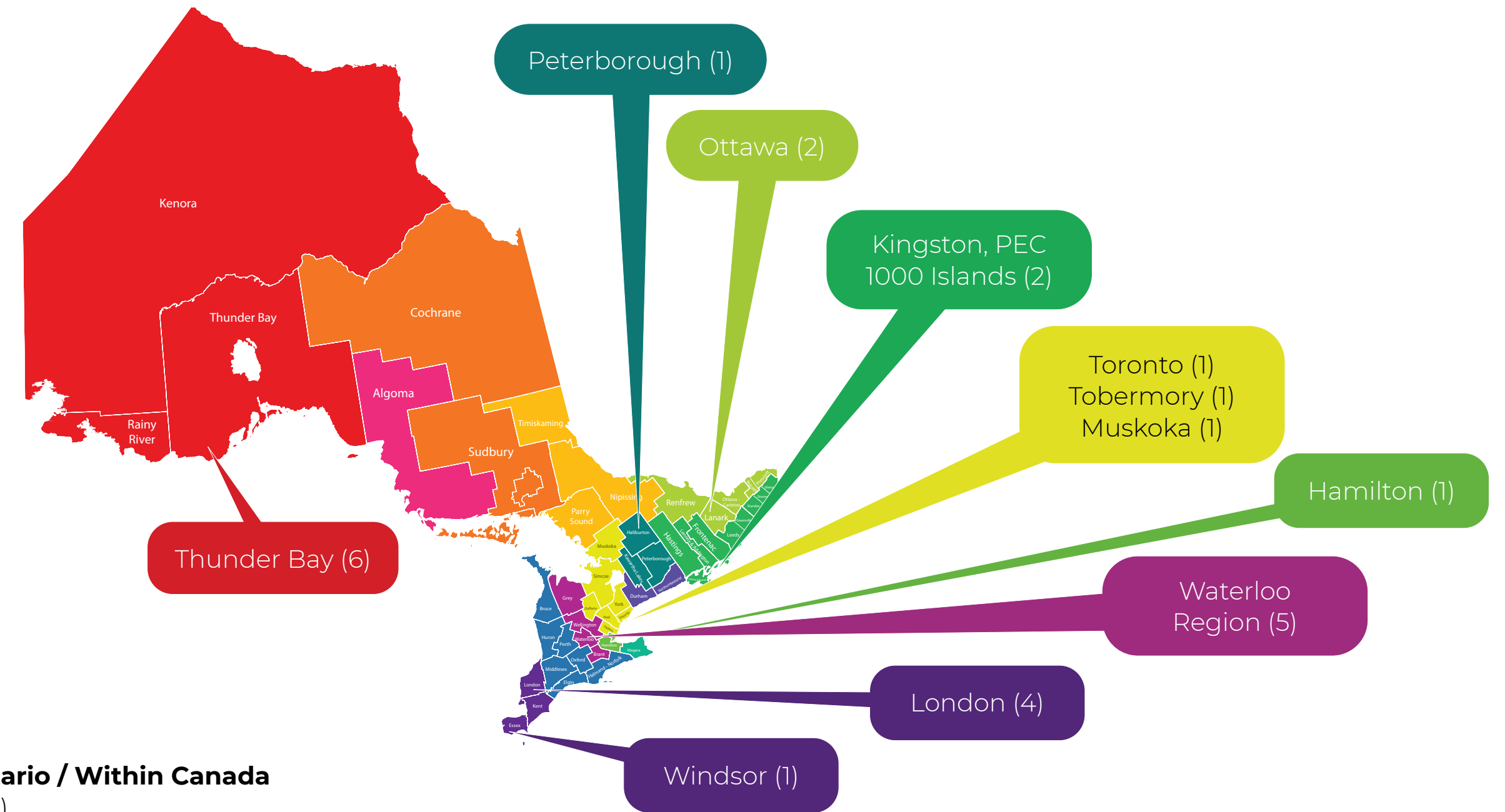
Outside Ontario / Within Canada
Vancouver (3)
Alberta (1)
Winnipeg (1)
Newfoundland & Labrador (1)
Québec City (5)
Montréal (6)
Halifax (2)

Outside Ontario / US Destinations
Chicago (5)
Las Vegas (1)
New York (3)
Detroit (1)
Ann Arbor (1)

Outside Ontario / European Destinations
Reykjavik, Iceland (1)
Alvar Aalto, Finland (1)
Helsinki, Finland (2)
Oslo, Norway (1)
Denmark (1)
Prague (1)

Future RAIC Conferences
RAIC Conference 2024 | May 14-17, Vancouver, BC
RAIC Conference 2025 | June 1-4, Montreal, Quebec
RAIC Conference 2026 | May 5-9. Vancouver, British Columbia
RAIC Conference 2027 | May 4-8, Calgary, Alberta
RAIC Conference 2028 | TBA- coming soon
RAIC Conference 2029 | June 3-6, Montreal, Quebec
RAIC Conference 2030 | May 7-11, Vancouver, British Columbia

"I think having a theme is important"

"Drop the themes. They are trite."

Women in Architecture

Post Covid Design/Designing for Pandemics

More on LTC and seniors

Parametric design and AI: Possibilities and threats.

Sustainability, climate change & education

Embodied Carbon and the future of energy efficiency ... these topics are developing and changing so quickly it's worth including them every year.

more on climate action and social issues that intersect the built environment (affordability, access)

politics and architecture

wood construction, wood cladding would be a good topic

Adaptive Reuse, emerging technologies, Architectural History, Architecture and place,

More Indigenous and Inuit learning and experiential sessions

Themes around some of our societal challenges like Housing (affordable/market), immigration issues, Construction challenges, how AI is affecting our profession, Role of OAA and advocacy, etc

Canadian vernacular. Indigenous architecture.

Align content to any special con-ed hours required for the cycle.

Not sure if the theme actually attracts registration

Not sure of the value of a theme

I don't believe we need a theme for these events. We are there to learn and get educated on Architecture / Building / Prodemnity / etc. we do not need a "theme" for this.

Ontario Association
of Architects

Ordre des architectes
de l'Ontario

Report from Annual Meeting of the Local Architectural Societies

June 20, 2023

Northern Water Sports Centre, Sudbury

3:00 – 5:30 pm

1.0 - Setting the stage for discussion: Presentations and background information

The OAA President and Staff members introduced the goals and objectives of the meeting, presented an overview of the OAA Strategic Plan, and summarized the roles and responsibilities of the OAA and the Local Architectural Societies. The results of the pre-meeting survey were shared and discussed.

Objectives + Outcomes for the Meeting

- Strengthen collaborations between the OAA and the Local Societies

- Explore how the societies can deepen their contributions to the Strategic priorities of **Public Education** and **Member Competency**.

- Develop a "resource toolkit" to support Local Societies in effectively addressing the needs of the communities and members they serve

Ontario Association
of Architects
Ordre des architectes
de l'Ontario

**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

Climate Action

Equity, Diversity, and Inclusion

Values

Professional

Accountable

Transparent

Ethical

Strategic Priorities

Regulatory Leadership

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.

Governance and Operations

Enhance our governance and operational practices to ensure an effective, inclusive, resilient, and transparent organization.

Member Competency

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.

Public Education

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.

Ontario Association
of Architects
_____
Ordre des architectes
de l'Ontario

Recap: Purpose of the Local Architectural Societies

- Local chapters of the OAA

- Provide opportunities for dialogue

- Work to raise the awareness, appreciation, and understanding of architecture

- Help further the objectives of the Association in accordance with the Architects Act

- Work to further strategic priorities and objectives in the OAA's Strategic Plan

- The specific initiatives and focus vary across the province based on the circumstances and interests of the individual Society and its members

OAA

- Regulates the practice and profession of architecture in the public interest

Local Societies

- Recognized extension of the OAA
- Mandates are not regulatory in nature
- Function cannot be inconsistent or contrary to the mandate of the OAA

Recap: OAA Looks to Local Societies for...

Member Competency

- Listening to member needs and reporting back to OAA

- Responding to member needs in ways the OAA cannot as a regulator

Public Education

- Special Project Funding initiatives (next deadline: July 24)

- Community events and programming (ex: architecture tours)

- Be ambassadors for profession and architecture in local communities

- Developing meaningful partnerships in the community

- Conversations with industry (allied organizations, building officials, procurement folks)

Results of Pre-Meeting Survey: Society Feedback

Each Society was asked to complete a brief survey to gauge challenges and opportunities with regards to both member and public engagement. The results of the survey were shared and discussed.
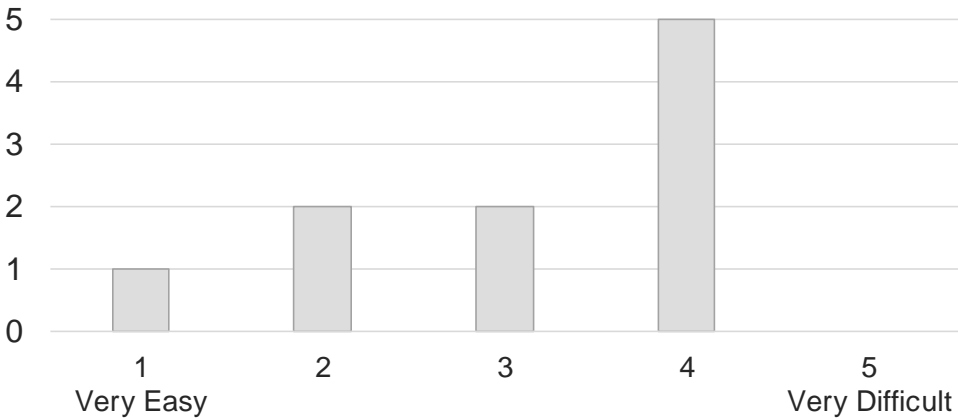
Recap: Feedback - Challenges

Member Competency

- Low response rate to emails/surveys

- Attracting Firm engagement

- Attracting University students

- Member participation

- Social Media coverage

- Assessing impact

- Large geographical area with low population density

- Member discontent fueled by expectations that fall outside the OAA's/Society's capacity or scope

- Low volunteer base / volunteer burnout

- Post-pandemic changes

- Longer-term funding/revenue strategy

Public Education

- Difficult to compete for attention without big marketing budget

- Coordination/partnerships with other organizations

- Not enough people power (or resources to attract/retain them)

- Longer-term funding/revenue strategy

- Size/Capacity

- Connecting with Municipalities, government task-forces

- Lack of public interest (relevance/approachability)

- Attracting volunteers

- Large geographical area with low population density

- Post-pandemic changes

- Action at the government/policy level

- Lack of support from other public sources (eg:municipalities)

Recap: Feedback - Opportunities

Member Competency

- Special events for members (ex: lunch and learns)
- Online resources
- Society-driven ConEd
- OAA-supported incentives to engage (ex: ConEd points)
- Professional/Practice-related Topics
- Networking and community-building
- Virtual Meetings
- Panel Discussions, Pecha Kuchas and Lectures
- Co-hosting with other Societies

Public Education

- Public membership in Society
- Events, tours, and lectures, Panel Discussions, Pecha Kuchas
- Displays and booths at local events
- K-12 education, outreach, career support for highschoolers
- Easy and accessible public resources
- Movie Nights
- Free events
- Using universities and schools as facilities
- Artists and Heritage related activities
- Expand access to formal education in new regions in the province
- Piggybacking on existing initiatives in the region (like Doors Open)
- National Architecture Policy
- Sponsorships
- Relationship with RAIC
- Resources for Internationally Trained Professionals

2.0 - Discussion of Roles and Responsibilities: Society Chairs & Council Liaisons

After a brief review of the roles and responsibilities of the Society Chairs and Council Liaisons, the group was split into smaller working groups comprising Society representatives and their Liaisons (when both were present). The small groups were asked to discuss ideas to keep in touch and collaborate more effectively.

Council Liaison

- Acts as the conduit between the Local Society and the OAA Council

- Foster ongoing dialogue and enhance communication between the OAA Council and the local Societies

- Attend meetings of the Societies and take an active role in Society matters and events

- Provide information to local members regarding Open Council meetings and the direction of Council, speaking with one voice

- Electoral District may include up to three Societies within its boundaries

- One Councillor can be elected from an Electoral District where there is only one Society

- Council annually assigns specific Councillors to specific Societies to equitably distribute the Liaison role

- Local members are not constituents of the members of Council

Society Chair

- Responsible for the operation and activities of their Society

- Ensure, with the assistance of other Society members, that the work of the Society is carried out in good faith and in accordance with the Society Manual, Architects Act, Regulation, and Bylaws

- Ensure the OAA is informed of the results of the Officers of the Society election

- Be familiar with the Society Manual

- Arrange a meeting with the outgoing Officers of the Society to ensure a smooth transition of operations

- Review the Society's financial accounts

- Call and preside at all meetings of the Society, including Officers/Executive Committee meetings

- Provide the Annual Report to the OAA of the Society's activities and membership

- Make contact with leaders of other professions in the community as appropriate

- Attend and participate at the annual meeting of Society Chairs

- Ensure that the Councillor appointed to the Society is kept informed of all Society activities

Recap: Your Ideas to Keep in Touch

- Schedule monthly **one-on-one check-ins** between Chair and Council Liaison
- **Continue to focus on clarity of roles** (with strengthened orientation training each February)
- Opportunities in regular OAA hosted meetings to **connect informally** before business begins
- Council Liaison to offer **two-way communication** between Societies and Council
- **Conference** and annual **Fall President's Visits** to be further leveraged to strengthen connections
- Bi-monthly **face-to-face socials** (food + drink) – could be more than one Society
  - Collaboration and elaboration

3.0 – Exploring a Society Toolkit

The group was once again split into small groups, pairing different Societies together to discuss ideas of priority items to be included in a Society Resource "Toolkit." Groups were asked to reflect on past successes and identify things that either helped or hindered success, then to identify priority resources that would help them achieve their goals more effectively.

Recap: Toolkit Ideas

Each of the individual groups presented their workshop discussions. There were four major areas of need identified:

- **Increased Visibility** for Local Societies and their work

- Support for **good governance** and strong **operations/processes** for societies

- Opportunities to **share ideas, skills, and resources** with each other and with the community

- Strengthening **continuity and connection** between Societies, the OAA, and the community

Increased Visibility

- ensuring questions and concerns arising from the Societies and their members are brought back to Council
- expand Local Societies page on the OAA website
- share Local Society content on OAA channels (blOAAg, social media, news/events)
- "Instagram Takeovers" or "blOAAg Takeovers"
- "piggybacking" on existing local events and initiatives (ex. Doors Open, local arts events) -- if you help the community, the community will help you
- alert Societies to public consultations, invite to OAA events (Queen's Park Picks), alert to allied industry events
- recognizing and celebrating success
  - volunteer recognition opportunities (blOAAg, social media, events)
  - dedicated time in Society meetings for sharing "wins"

Governance and Operations

- Training (for Council Liaison and/or Chair)
- support attracting and retaining volunteers/staff
- support with succession planning
- resources for not-for-profit leaders
- clarity around the relationship between the OAA and the Local Societies
- understanding how to run an unincorporated not-for-profit
- OAA to legitimize/incentivize participation in Society initiatives (ex: ConEd points)
- uncover opportunities for funding support
- tools to measure progress and impact (Annual Reporting)
- per capita fees increase to align with inflation

Sharing Ideas, Skills, and Resources

- structured Society Chairs meetings that offer "peer to peer" learning
- platform for Societies to connect directly to each other to discuss shared opportunities and challenges (LinkedIn?)
- space on OAA website with Society-relevant resources (Member side?)
- Compile "How To" resources
  - Events, tours, webinars, etc
  - engage government, public, funders, etc
  - Websites, social media, etc
  - storytelling (templates)
  - letter writing (templates)
- Society-led lecture series
- Resources to be shared publicly -- not just for members
- orientation to OAA website to help Societies point people to available resources and ensuring relevant info is available

Continuity and Connection

- regular communications circulated to Societies by the OAA with relevant news, reminders, and updates
- identify permanent staff liaison
- provide meeting notes after meetings
- Society Socials, speed networking events, architecture tours, etc. that reach beyond OAA members
- Intern - Mentor Mixers
- more frequent inter-society meetups
- facilitate "matchmaking" (community groups, not-for-profits, educators, governments, building officials, etc)

Other actions to enhance collaboration and further the goals and objectives of the local Societies and the OAA

The OAA could…

- Provide Societies access to the blOAAg to share their content

- Reinstate an agenda item for each Council meeting for Local Society updates

- Structure the virtual Society meetings to have Society-led peer-2-peer learning/sharing

- Identify a permanent staff liaison – **Public Outreach Specialist**

- Initiate a monthly email from Architectural Grad to Society chairs to share information between societies, new initiatives, updates, reminders, key dates, engagement opportunities, etc.

- Share select "how-to" documents (approaching government, presenting to procurement/client groups, career days, architecture tours, webinars, etc.)

- Expand the *Local Societies Resources* page on the OAA website including third-party resources and existing Society resources that might give tips and support around governance and operations

The Local Societies could…

- Commit to connecting on LinkedIn or Facebook as a platform to stay connected and share resources in a more self-directed way.

- Establish and schedule monthly or bi-monthly touch-base meetings with their Council Liaison; use those meetings to prepare remarks to present to OAA Council.

- Provide regular content to the OAA for inclusion on social media, in regular email communications to Societies, and on the blOAAg.

- Offer to lead one peer-2-peer (or even "chairing") per year at Society virtual check in meetings.

- Share 2-3 useful resources that they want the other Societies to know about before the end of the fall

The Toolkit: first priorities and low hanging fruit

1. How To" resources and templates

- Engaging local government

- PPT for presenting to procurement/client groups – QBS, RFP's and contracts

- Establishing & maintaining communications: email lists, e-blasts; society website, social media

- Case studies and storytelling (templates)

- Letter writing (templates)

- PPT for K–12 career days and public awareness

The Toolkit: first priorities and low hanging fruit

2. Assisting with Governance & Operations

- Expand the *Local Societies Resources* page on the OAA website including third-party resources and existing Society resources that give tips and support around governance and operations:
  - succession planning
  - attracting and retaining volunteers/staff
- OAA annual training (for Council Liaison and/or Chair)
- Reference information to clarify the relationship between the OAA and the Local Societies
- Access to/information about Funding options

The Toolkit: first priorities and low hanging fruit

3. Sharing and Information

- Guide to OAA website to help Societies quickly access information & point people to available resources

- Structure the virtual Society meetings to have Society-led peer-2-peer learning/sharing

- Monthly email from Architectural Grad to Society chairs to share information between societies, new initiatives, updates, reminders, key dates, engagement opportunities, etc.

- Provide Societies access to the blOAAg to share their content

Next Steps

- Review results of Society Chairs meeting with Society Chairs at next virtual check-in meeting soon. Decide on Priorities!

- Begin work on the **Toolkit items proposed:** Immediate items Fall 2023 | 2024 & beyond

- Consider the 'other ideas' for enhanced collaboration and connection at the next virtual meeting

- OAA to report to Council at September 21, 2023 meeting

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: **Susan Speigel, Immediate Past President**
Natasha Krickhan, Councillor

Date: September 21, 2023

Subject: K – 12 Big Think Roundtable Session – Report

Objective: To provide Council with a report on the July 11 **K-12 Big Think session**

Background

Recognizing the essential role the built environment plays in community life and collective health and wellbeing, at the direction of Council, the OAA partnered with the Toronto Society of Architects (TSA) to better understand how the architecture profession is presented to our youth, knowing they will be the ones shaping our environments in the future. Current members of Council, Immediate Past President Speigel and Councillor Krickhan were asked to work with OAA and TSA representative to develop and deliver a session to address this.

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, prepared and administered by the TSA, of active organizations—collected useful information about current programs that informed the K-12 Big Think session.

One central goal of this initiative was to identify what resources currently exist in this realm, how they might be coordinated, and how such an effort might be achieved and by whom. It also aimed to 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.

Ontario Association
of Architects

The K-12 Big Think Session

Based on outreach and those that indicated they were interested, the TSA and OAA assembled representatives from twelve (12) groups who offer extracurricular K-12 architectural programming at a "Big Think" session on July 11, including:

- Ontario Association of Architects – staff and Council
- Toronto Society of Architects – staff and elected representatives
- Imagine Architecture—Azrieli School of Architecture & Urbanism, Carleton University
- Black Architects & Interior Designers Association (BAIDA)
- Department of Architectural Science, Toronto Metropolitan University (TMU)
- Archi·North Summer Camp, McEwen School of Architecture, Laurentian University
- Architecture Playshop, McGill University
- Imagining My Sustainable Community (IMSC), No.9 - Contemporary Art and the Environment
- Youth Architects Program, North York Community House & Lawrence Heights Art Centre
- Dual Credit Architecture Bootcamp, RAIC Centre for Architecture, Athabasca University
- 1UP Youth City Builders Program, Urban Minds
- Windsor Region Society of Architects (WRSA)

The session articulated four key objectives:

1. Understand the overall state of K-12 architectural education in Ontario outside the classroom curriculum;
2. Discuss the roles different organizations can play in improving K-12 architectural education;
3. Generate ideas and possible next steps (short-term and long-term actions); and
4. Connect organizations to find possible synergies.

After introductions and reviewing the survey results, attendees were split into two breakout groups to address a series of discussion prompts. The highlights from those discussions may be viewed in the appended Meeting Notes document.

Online Survey Results

The TSA's online Survey responses (attached) identified that **Funding** for the independent organizations followed by **Volunteer Resources** were seen as the biggest challenges. From analyzing the data, another challenge is the **Reach** of the organizations. The authors of this report would recommend that the CPEC (Communications & Public Outreach Committee) review these in further detail and come back to Council with strategies to address the funding gaps.

Lessons and Next Steps for the OAA

As indicated in the attached notes, a variety of ideas emerged from the Big Think. In particular a few were noted by staff as immediate opportunities, based on current resources, strategic priorities, and staff capacity. **These centre around the OAA's potential role as a connector and information hub, as follows:**

1. Build out the "K – 12" Webpage on the OAA Website

A spot is already reserved on the OAA's Access to Architecture webpage for K-12 content. Populating this page with information about the attendees and their programs will give them increased visibility while providing OAA website visitors with useful resources. The OAA can act as a portal and repository for information related to K-12 education resources. New ideas can be sourced on a regular basis through the OAA's Public Education Specialist.

2. Foster Ongoing Connection between Organizations

A number of the attendees expressed interest in sharing contact information with each other and to reconvene as a group to touch base on an ongoing basis. The OAA and TSA have already taken steps to circulate contact information between interested organizations and will discuss a possible follow up meeting in 2024.

3. Plan a Second "Big Think" about K-12 Curriculum

An obvious gap emerged over the course of discussions that educators, policymakers, and curriculum writers have a big role to play in advancing this priority. The OAA is in an ideal position to engage these groups in further discussions and open the door to allow smaller organizations to gain access to students, parents, and educators. Using the framework just employed to deliver the July 11 Big Think session, staff could be directed to work with TSA to host a second session in the New Year, inviting educators and school officials to attend.

Independent of this Report, the TSA has also taken the notes and discussion back to their folks for further consideration as to how they might also continue to move this file forward. It has been agreed as well that the OAA and TSA will continue to discuss areas of cooperation on this front, as well as timing for another Big Think discussion. These discussions will also be extended to the other local societies of architects.

Finally, the Report has also been shared with the OAA's Communications & Public Outreach Committee for further consideration in the context of the OAA's overall Public Education Outreach Strategy which will be presented to Council later this year.

Action

This report is provided for information. The attached Notes from the TSA | OAA Big Think K -12 session will be considered received, and confirmation that staff will arrange a follow up meeting with the Group at mutually acceptable time to be discussed between OAA and TSA. Timing and delivery of these items will need to be considered in the context of the existing work plans already in action for 2023 and ones to be developed for 2024. This report and attachments will be forwarded to CPEC for further consideration.

Ontario Association of Architects

Attachments

Meeting Notes_TSAxOAA K12 Big Think

Agenda for TSAxOAA Big Think

K-12 Arch. Education Survey Results Summary

Ontario Association
of Architects

1. **Objectives of Today's Discussion**

    1.1. Understand the overall state of K-12 architectural education in Ontario outside the classroom curriculum.

    1.2. Discuss the roles different organisations can play in improving K-12 architectural education.

    1.3. Generate ideas and possible next steps (short-term and long-term actions).

    1.4. Connect organisations to find possible synergies.

2. **Introductions**

    2.1. **Ontario Association of Architects (OAA)**

        2.1.1. The OAA has discussed the topic of K-12 at length to understand their role as the Ontario regulator, in consideration of its secondary objective to support the appreciation for and education around architecture and its 5-year strategic plan.

        2.1.2. The OAA is participating in/holding this meeting to better understand what is out there and to find the gaps in the K-12 educational system regarding architecture.

        2.1.3. The OAA is interested in understanding what currently exists in terms of K-12 learning in support of its 5-year strategic plan and in particular how these resources may be leveraged to advance the strategic pillar of Public Education.

    2.2. **Toronto Society of Architects (TSA)**

        2.2.1. The TSA hosts a number of K-12 initiatives such as walking tours, a virtual guide map, film playlists, and the Gingerbread City Kids' Main Street program which educates children on the subject of main streets through decorating gingerbread facades.

        2.2.2. The TSA is participating in/holding this meeting to see what everyone else is doing and to find out where the TSA can help other organisations and to fill in the gaps.

    2.3. **Imagine Architecture—Azrieli School of Architecture & Urbanism, Carleton University**

2.3.1.   Imagine Architecture is a career exploratory program for high school students.

2.4.   **Black Architects & Interior Designers Association (BAIDA)**

2.4.1.   BAIDA aims to support the black community in the architecture industry.

2.4.2.   BAIDA's goal is to reach greater numbers of black students to get them interested in the field of architecture and design.

2.5.   **Department of Architectural Science, Toronto Metropolitan University (TMU)**

2.5.1.   TMU offers architecture camps and digital creativity camps throughout the Summer.

2.5.2.   TMU also runs various programs on campus and in high schools to try and reach a younger audience.

2.6.   **Archi·North Summer Camp, McEwen School of Architecture, Laurentian University**

2.6.1.   Archi-North is a summer day camp program (9:00 AM – 5:00 PM) geared towards students in grades 11 and 12.

2.6.1.1.   This is the only francophone camp in Ontario. This is their first year and they are participating in this meeting to help their camp grow.

2.7.   **Architecture Playshop, McGill University**

2.7.1.   Architecture Playshop is a free program for the K-12 audience that discusses things like climate change and the built environment.

2.7.2.   This program involves post-secondary students going to K-6 classrooms and teaching their modules, which can also be accessed asynchronously.

2.7.3.   Playshop is participating in this meeting in hopes of finding allies and academic institutions that may be interested in offering this program.

2.8.   **Imagining My Sustainable Community (IMSC), No.9 - Contemporary Art and the Environment**

2.8.1.   Imagining My Sustainable Community is based on No.9's nine pillars of building a sustainable community. Students complete a workshop to create a sustainable neighbourhood and then present it to others in the community, including those in municipal government. This workshop has been delivered to over five thousand students so far.

2.9.   **Youth Architects Program, North York Community House & Lawrence Heights Art Centre**

2.9.1.   For the past five years this has been a free program for youth to reimagine their neighbourhood and converse with stakeholders. It is given during the summer in the

Lawrence Heights neighbourhood. This neighbourhood is currently undergoing a 25-year revitalization.

    2.9.2. The Youth Architects Program is participating in this meeting today in hopes of expanding their network.

  2.10. **Dual Credit Architecture Bootcamp, RAIC Centre for Architecture, Athabasca University**

    2.10.1. Athabasca is a virtual university which hosts a dual credit program in Alberta. This program allows high school students to receive both high school and university credits simultaneously through select architecture courses.

  2.11. **1UP Youth City Builders Program, Urban Minds**

    2.11.1. 1UP Youth City Builders Program offers a free youth program which runs conferences every March break, a summer program, and mentorship programs.

    2.11.2. This organisation is tackling community issues through an architectural perspective. They also offer presentations to high schools.

  2.12. **Windsor Region Society of Architects (WRSA)**

    2.12.1. WRSA is a Local Society of the OAA based out of Windsor. They typically work with other organisations in the area for their programming, including coaching work with United Way.

    2.12.2. WRSA gives career presentations to both public and catholic schools, giving overviews of how to get into the profession.

3. K-12 Architectural Education Org. Survey + Scan Summary

  3.1. This survey was sent out to 19 organisations that have active programs in Canada focused on design/architectural education for K-12 students. Twelve organizations responded to the survey.

  3.2. The survey focused on organization type, program delivery, etc., not on content.

  3.3. The survey was open from March 9 to May 10.

  3.4. The K-12 architectural education programs participating in the meeting, as well as additional non-participating groups whose material was available online, are made up of community organisations, incorporated non-profits, registered charities, and educational organisations.

    3.4.1. The programs offered were grouped into several types, such as in-person camps, courses, presentations, and tours.

    3.4.2. There were three main areas of programming identified: informal, formal, and career.

    3.4.3. It was found that most programming is made for high school students.

3.4.4.   Of organisations surveyed, there is a wide range of participants reached, but none reach over 500 direct engagements annually.

3.4.5.   The majority of programs have a broad audience, though some have a narrower target audience including marginalised communities and underserved youth.

3.4.6.   The available data on the cost of programs was highlighted. The paid category ranges greatly from $10 - $2,500, with the more costly programming being mostly camps.

3.4.7.   The survey asked what the biggest challenge was for these organisations, and the most common answers were funding, volunteer resources, and time.

4.   Discussion Questions

4.1.   Reflecting on the survey results, what are the priorities that are emerging? How can we address them? Are our efforts sufficiently inclusive? (Consider age groups, type of audience, marginalised communities.)

4.1.1.   One of the major things we found out from the survey is that funding is a large issue.

4.1.1.1.   There was a suggestion that this could be lessened if there was more collaboration with volunteers.

4.1.1.2.   There was a suggestion that there is not a clear path for architects, as volunteers, to see which organisations need help and they may not be aware that their participation in these initiatives may count towards their mandatory continuing education requirements. Making this process clearer could allow for more access to the community.

4.1.1.3.   There was a comment addressing gaps in paid programming and who gets left out. A suggestion was that dedicated scholarships could support those students.

4.1.1.3.1.   Athabasca noted that they start from a place of making programs free and available online to ensure greatest access.

4.1.1.3.2.   In Alberta, offering Dual-credit programs to high schoolers saves them on costs of university courses; similar programs exist in Ontario but currently only for colleges.

4.1.2.   There was a call for more focus on the younger age group of children so there is already interest before they begin secondary school.

4.1.3.   It was stated that because some organisations are offering these programs for free to youth they must rely heavily on corporate sponsorship, which is irregular year to year and creates a reliance on the goodwill of companies and firms.

4.1.3.1. There was a thought shared that if there was another way to get resources and share venues and workspaces it would alleviate some stress on the organisations and allow them to expand programming.

4.1.4. There was a suggestion that the OAA could offer resources for those who are interested in teaching about architecture in schools informally.

4.1.4.1. There should also be a resource page on the TSA or OAA's website that lists all the educational opportunities.

4.1.5. There was a statement that irregular and uncertain funding is a hindrance for Local Societies and organisations alike. It makes it very hard to predict what programming they will be able to develop or continue the next year, as there can be a large fluctuation in funding opportunities and interest with turnover.

4.1.6. There was a call for a focus on students in northern parts of Canada. Much of the work is being done in urban centres. There was a suggestion to work this education into the secondary school curriculum so that everyone has equal access to this content.

4.1.7. There was a note that some summer camps do make money, which can help fund other free initiatives, and that there is an option to reserve a certain number of spots in this camp for underserved students who can attend free of charge.

4.1.8. There was a suggestion to look closer at Masters students to be the teachers of these programs, for credit or work-study positions.

4.1.8.1. Many universities also have access to unused classrooms and facilities during the summers for these programs.

4.1.9. There was a suggestion to increase support for co-op students and expanded placement options. Can the Local Societies engage practices in their region to make spaces available?

4.1.9.1. The TSA is trying to fill this gap in Toronto.

4.1.9.2. BAIDA has done small scale, free "summer camps" at architecture firms to develop mentorship opportunities, though they have experienced challenges with high registration rates but low turnouts.

4.1.10. It was noted that engaging youth in real-world, local projects is very effective. Are there ways to broker relationships with groups developing sites and the design studios working with them?

4.1.11. There was a note about gatekeeping at the school board level and the difficulty of information reaching students and parents. Are there ways the OAA can leverage its position to get a foot-in-the-door with school boards?

4.1.11.1. It was noted that having a faculty "champion" can go a long way.

4.1.12.　There was discussion about the bench strength required to market and promote initiatives directly to parents and students through traditional advertising campaigns. While larger institutions like the Universities might have that ability, smaller organizations do not.

    4.1.12.1.　There was discussion about the OAA providing an online "hub" to centralize information about various programs and lend some bench strength to these groups.

    4.1.12.2.　It was noted that getting on the list of other camps in local municipalities is another successful option to get noticed by parents.

    4.1.12.3.　It was noted that not all youth have access to personal devices, computers, or the internet at home. Relying solely on online resources can leave some families out.

4.1.13.　There was a noted challenge around scaling up projects; who can model success in this and/or provide mentorship? How can smaller groups take their work to the next level?

4.2.　What is the role of different organisations? Education providers? Industry groups? Regulators?

4.2.1.　There was a note to make sure each organisation uses each other for communication and exposure of their programming. Some have large mailing lists and platforms through their events and websites.

4.2.2.　There was a suggestion that organisations must gain a closer relationship with the education providers to circulate this information on programming.

    4.2.2.1.　Highschool teachers may not be aware of what programs exist for different ages. It may be beneficial to have a larger entity to which individuals and smaller organizations could be directed to answer questions.

    4.2.2.2.　There was a suggestion of creating a list or newsletter to send to contacts at the TDSB with K-12 programming.

4.2.3.　A question was posed asking where the OAA as the regulator fits into the conversation.

    4.2.3.1.　It was noted that the OAA is not an advocate, they are the regulator of the practice of architecture in Ontario, however they can offer resources that are consistent with their mandate and point to third party resources. They could host a resource page on their website that compiles information on K-12 programming in Ontario.

4.2.4.　A question arose around the role of large advocacy bodies such as the RAIC. Can they support reaching the 2 million students in Ontario?

4.2.5.   There was a suggestion that providing access to the professionals and practitioners themselves is also important – fostering connections between practices and youth.

4.2.6.   Individual champions play an essential role as "influencers."

    4.2.6.1.   The TSA noted that a big priority for them has been collaborating and amplifying existing organizations (rather than starting from scratch).

4.2.7.   It was noted that the Local Societies can play an important role in connecting the profession to the community.

4.2.8.   It was noted that in Calgary, there is a trend toward fewer people joining the profession but there is a higher demand for architects.

    4.2.8.1.   Attracting new members to the profession remains an important part of this overall discussion.

    4.2.8.2.   ChatterHigh may provide one avenue to expand awareness of architecture as a career path in high schools.

4.3.   ***What can we do short- and long-term to improve K-12 architecture in Ontario?***

4.3.1.   Short-term solution may be the TSA and OAA putting together an online directory that points parents towards different programs and resources in their areas.

4.3.2.   There was a suggestion to make sure organisations are reaching underserved communities because their teachers may not have the time/resources to seek us out.

4.3.3.   It was noted that the OAA is developing a master sheet of the different pathways of types of design and how to get there.

4.3.4.   It was noted that some organisations have attempted to secure relationships within the TDSB, but it is almost impossible to get programming information circulated there because of the security.

4.3.5.   There was mention of a co-op program. This was stated to be a great idea but having the firms follow through on the execution is difficult.

5.   Wrap up and Future Actions

5.1.   It was suggested that the role of the regulator is to have the bigger discussion with government and perhaps the school boards to open the door for the smaller organizations; the credibility of the OAA knocking on that door may prove beneficial.

5.2.   It was noted that tying the profession to climate resilience may demonstrate higher relevance.

    5.2.1.   TDSB Eco-Schools Program may provide an avenue for some organizations who may be able to inform the content of that programming.

7

5.3. It was noted that the OAA has started an area on its website called 'Access to Architecture' and are working on developing this further.

5.4. There was a question of how students and parents can be reached; is there something that the OAA can do to reach out to schools?

    5.4.1. Possibly a newsletter that details information on upcoming K-12 programming, this could be sent twice a year.

    5.4.2. Possibly having a list of volunteers from the industry who want to speak informally in schools/camps, which could possibly be partially drawn from the Local Societies.

5.5. It was noted that the OAA does have some limited funding available to external organisations which is accessible through its PR Sponsorship opportunities page on the website.

    5.5.1. There was a question asked whether kids could apply for this funding to pay for camp.

    5.5.2. There was a response that this is not possible as it is currently structured, but it is available for organisations if they wish to apply for this funding with the goal of using it to send specific underserved students to camp.

5.6. There was a suggestion that maybe scholarships are an effective way of reaching communities outside of urban centres and facilitating the engagement of more underserved students in the current paid programs that exist throughout Ontario.

5.7. NEXT STEPS

    5.7.1. Generate a contact list for those in attendance.

    5.7.2. Plan a follow-up meeting for early 2024.

    5.7.3. Groups to share their information for inclusion on the K-12 Section of the OAA Website; TSA has an existing listing page on K-12 programs/events, as well.

    5.7.4. The other side of this coin is curriculum-based learning within the K-12 school system itself – which is a separate conversation.

    5.7.5. The OAA will report on today's meeting to their governing Council, develop possible recommendations, and report back.

K-12 "Big Think" Agenda

Date: July 11, 2023
Time: 1:00 pm – 3:00 pm
Location: https://us02web.zoom.us/j/83653889879?pwd=RDBJMHdJQ0wvazl3UUw3TUR1UWduUT09

Time		Item Title or Description	Lead
1:00 – 1:10	1.0	**Welcome Remarks + Review of the 'Big Think' Roundtable Session objective(s)** • **Understand** the overall state of K-12 architectural education in Ontario outside the classroom curriculum • **Discuss** the roles different organizations can play in improving K-12 architectural education • **Generate** Ideas/Possible Next Steps: short-term and long-term actions • **Connect** organizations to find possible synergies	JL + CM
1:10 – 1:30	2.0	**Introductions** • Name, organization, your current K-12 architectural programs and what you hope to gain from this discussion	TSA
1:30 – 1:55	3.0	**Review of K-12 Architectural Education Survey Results (see attached)**	TSA
1:55 – 2:00		**BREAK**	
2:00 – 2:50	4.0	**Discussion** • Reflecting on the survey results, what are the priorities that are emerging? How can we address them? Are our efforts sufficiently inclusive? (Consider age groups, type of audience, marginalized communities) • What is the role of different organizations? Education providers? Industry groups? Regulators? • What can we do short-term and long-term to improve K-12 architectural education in Ontario?	ALL
2:50 – 3:00	5.0	**Wrap Up and Future Actions** • Is there any interest in staying connected with each other and collaborating on next steps?	

Ontario Association
of Architects

K-12
Architectural Education Org. Survey + Scan Summary

Last Updated: July 06, 2023

About the Survey and this Summary

- Joint initiative by OAA and TSA to better understand existing extra-curricular K-12 Architectural Education programs in Ontario and Canada.

- The survey was sent out to **19 organizations** which met the following criteria:
  - Has a program focused on design/architectural education for students K-12.
  - Is active in Canada.

- Questions **focused on the type of organization and delivery of program, <u>not on content</u>**.

- Survey was open from March 9 to May 10, 2023.

- In total, **12 organizations responded.**

- Results have been compiled to reflect responses from the survey, and **some additional information has been sourced through organization websites when specific information was not provided.**

- This summary is not comprehensive but is meant as a first step in understanding the work being done.

Organizations Contacted

- Azrieli School of Architecture & Urbanism (Carleton University)

- Black Architects and Interior Designers Association (BAIDA)

- Canadian Contemporary School of Art

- Department of Architectural Science (Toronto Metropolitan University)

- Faculty of Applied Science & Engineering (University of Toronto)

- Future Cities Canada

- Harbourfront Centre

- John H. Daniels Faculty of Architecture, Landscape and Design (University of Toronto)

- McEwen School of Architecture (Laurentian University)

- McGill University

- Nikibii Dawadinna Giigwag Initiative (University of Toronto)

- No.9

- North York Community House

- Ontario Science Centre

- RAIC Centre for Architecture (Athabasca University)

- Toronto Society of Architects

- Urban Minds

- Windsor Regional Society of Architects

- Winnipeg Architecture Foundation

Organizations That Provided Responses

- **Azrieli School of Architecture & Urbanism (Carleton University)**

- **Black Architects and Interior Designers Association (BAIDA)**

- Canadian Contemporary School of Art

- **Department of Architectural Science (Toronto Metropolitan University)**

- Faculty of Applied Science & Engineering (University of Toronto)

- Future Cities Canada

- Harbourfront Centre

- John H. Daniels Faculty of Architecture, Landscape and Design (University of Toronto)

- **McEwen School of Architecture (Laurentian University)**

- **McGill University**

- Nikibii Dawadinna Giigwag Initiative (University of Toronto)

- **No.9**

- **North York Community House**

- Ontario Science Centre

- **RAIC Centre for Architecture (Athabasca University)**

- **Toronto Society of Architects**

- **Urban Minds**

- **Windsor Regional Society of Architects**

- **Winnipeg Architecture Foundation**

Types of Organizations

Community Organizations

Groups, including unincorporated nonprofits, who have decided to do things together for a purpose or goal other than profit. Includes Local Societies, student groups, grassroots organizations, etc. Does not include organizations that have incorporated.

Incorporated Non-Profits

Independent legal entities whose goals do not include gain or profit for its members. Must be incorporated. Their activities are limited to those that help them achieve the goals in its articles.

Registered Charities

A specific type of incorporated nonprofit. Must use its resources for charitable activities and have exclusively charitable purposes (advancing religion or education, relieving poverty, and other purposes that benefit the community).

Educational Organizations

Established academic institutions whose primary purpose is education. Category includes universities, colleges and high schools, as well as organizations with a direct affiliation to an academic institution.

Types of Organizations

Community Organizations

- Toronto Society of Architects
- Windsor Regional Society of Architects

Incorporated Non-Profits

- BAIDA
- North York Community House
- Urban Minds

Registered Charities

- No.9
- Winnipeg Architecture Foundation

Educational Organizations

- Azrieli School of Architecture & Urbanism (CU)
- Department of Architectural Science (TMU)
- McEwen School of Architecture (LU)
- McGill University
- RAIC Centre for Architecture (AU)

Programs Offered

- 1UP Chapters
- 1UP Conferences
- 1UP Connect Webinars
- 1UP Leaders Labs
- ArchiShorts film competitions
- Architectural Science Camp
- Architecture Classes (CCSA)
- Architecture Summer Camp (Harbourfront)
- Architecture Bootcamp (for-credit course)
- Asynchronous online activities/packages
- Bilingual Summer Camp
- Building Black Success Through Design (BBSD)
- Career exploratory studios
- Community showcases
- Daniels Design Discovery (UofT)
- Day Camps (BAIDA)
- Design Challenges (TMU DAS)
- Digital Creativity Camp
- Educator Resources (No.9)
- Future City Builders Program
- High School Tours (TMU DAS)
- IMSC Summer Art Camp
- Indigenous Design & Engineering Academy: Horizons
- Indigenous Design & Engineering Academy: Leader-in-Training
- Industry Collaborations (like mini design-builds)
- Kids' Main Street Public Program
- Landscape Design Classes (CCSA)
- Mad Science: Brixology Summer Camp (Harbourfront)
- Mentorships (BAIDA)
- Minecraft Architecture Camp
- Multi-day in-class programming
- Multilingual architecture maps
- Nikibii Dawadinna Giigwag Initiative
- On- and Off- Campus Activity Sessions
- One-Week on-campus labs
- One-Week online labs
- One-off lectures on careers & paths to licensure
- Participation in TDSB Trades Fairs
- Presentations with the On Track to Success program
- Programming at local libraries
- Publications & Activity Books
- School Program: Structures (Ontario Science Centre)
- Supporting co-op placements
- TSA Guide Map (digital resource)
- TSA Open Studio program
- TSA Walking Tours
- Urban Design Classes (CCSA)
- Urban Explorers Summer Camp (Harbourfront)
- Volunteering opportunities (TSA)
- Weekly community leadership sessions
- Workshops (BAIDA)

Existing Programming by Program Type

- In-Person Camps or Labs
  - Weekend-long
  - Week-long (Summer)
  - Evening Sessions (weekly)
- Online Camps
- Public Programming (one-offs)
- Webinars & Lectures (one-offs)
- In-Class Programs (In-Person, Synchronous)
- Online Activities & Teaching Packages (Asynchronous)

- Courses (For Credit)
- Presentations to Classes
- Conferences
- Tours
- Film Competitions
- Volunteering Opportunities
- Mentorship
- Resources
  - Print
  - Online (Databases, etc.)

Some Identified Categories

Informal

Informal learning occurs away from structured, formal environments (like a classroom), and can include things like viewing videos, social media interaction, mentoring sessions, social events, and games/activities. It is often self-directed, but can also be incidental / unintentional.

Formal

Formal learning occurs through structured programs guided by an instructor that has intentional and specific learning objectives and may lead to an achievement, and can include things like in-person or online workshops / lectures, and conferences.

Career

Career-based programming uses either formal or informal learning with the specific goal of aiding students' transition into careers. These programs encourage their understanding of the field of architecture and its career paths, as well as explore and build on career passions / interests.

Programs by Category

Informal **3-17+**

- In-Person Camps
- Online Camps/Activities
- Conferences
- Tours / Public Programming
- Film Competitions
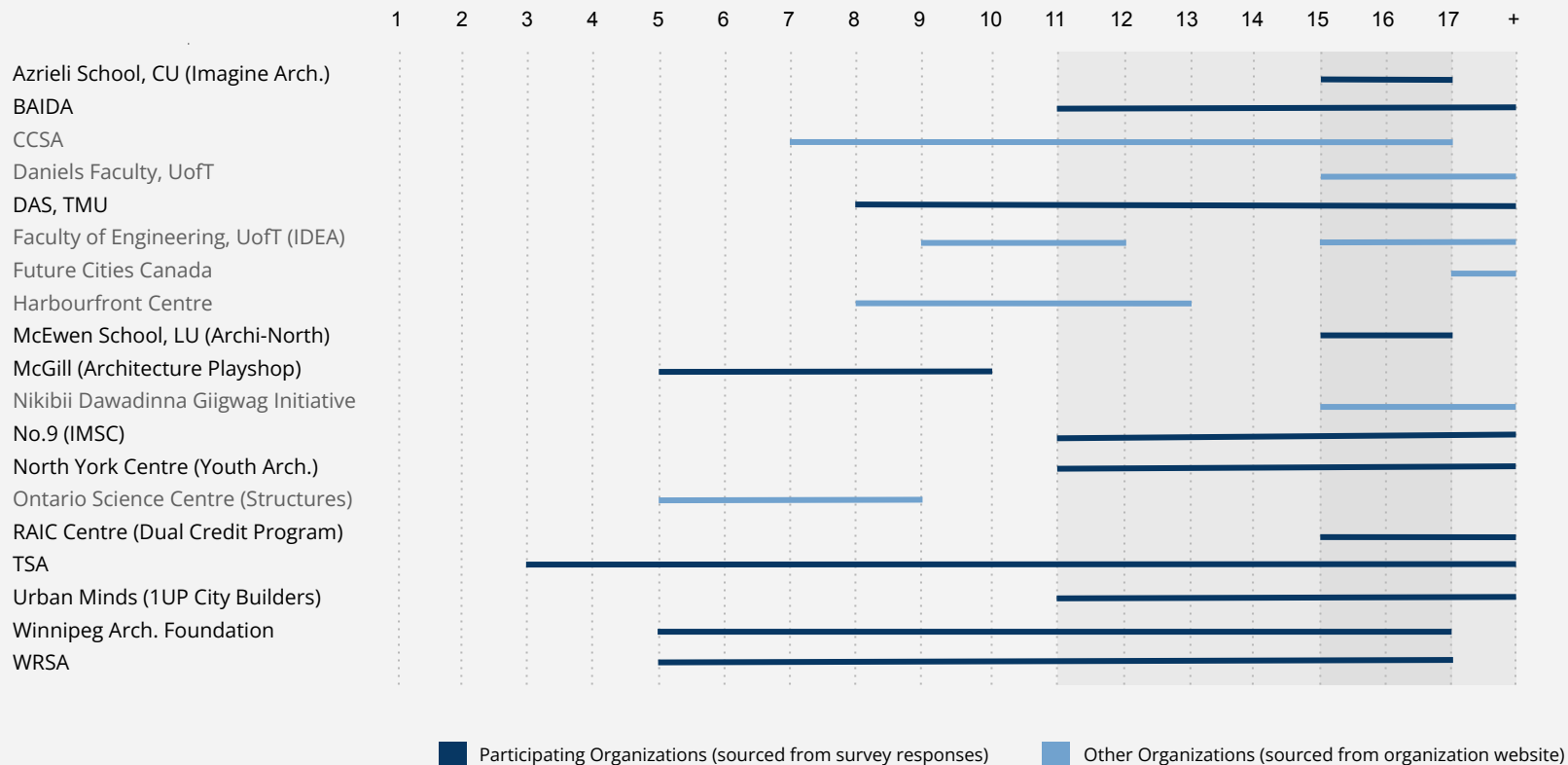- Volunteering Opportunities
- Mentorship
- Resources

Formal **5-17+**

- In-Person Camps
- Online Camps/Activities
- Conferences
- Tours / Public Programming
- Webinars/Lectures
- In-Class Programs / Presentations
- Teaching Packages
- Courses (For Credit)

Career **12-17+**

- In-Person Labs
- In-Class Programs / Presentations
- Volunteering Opportunities
- Mentorship
- Resources

Age of Participants

Chart showing age ranges (1 to 17+) for participating organizations:

Organization	Age Range
Azrieli School, CU (Imagine Arch.)	15–17
BAIDA	11–+
CCSA	7–17
Daniels Faculty, UofT	15–+
DAS, TMU	8–+
Faculty of Engineering, UofT (IDEA)	9–12
Future Cities Canada	17–+
Harbourfront Centre	8–13
McEwen School, LU (Archi-North)	15–17
McGill (Architecture Playshop)	5–10
Nikibii Dawadinna Giigwag Initiative	15–+
No.9 (IMSC)	11–+
North York Centre (Youth Arch.)	11–+
Ontario Science Centre (Structures)	5–9
RAIC Centre (Dual Credit Program)	15–+
TSA	3–+
Urban Minds (1UP City Builders)	11–+
Winnipeg Arch. Foundation	5–17
WRSA	5–17

Legend:
- Participating Organizations (sourced from survey responses)
- Other Organizations (sourced from organization website)

Annual Reach

- Reach is hard to calculate, particularly as it relates to indirect/on-demand audiences.

- Of organizations surveyed, there is a wide range of participants reached but none reach above 500 direct engagements annually.

- Many of the smaller audiences are related to programs serving specific populations, so it is not just about total numbers but who is being served.

Submitted Audience Reach
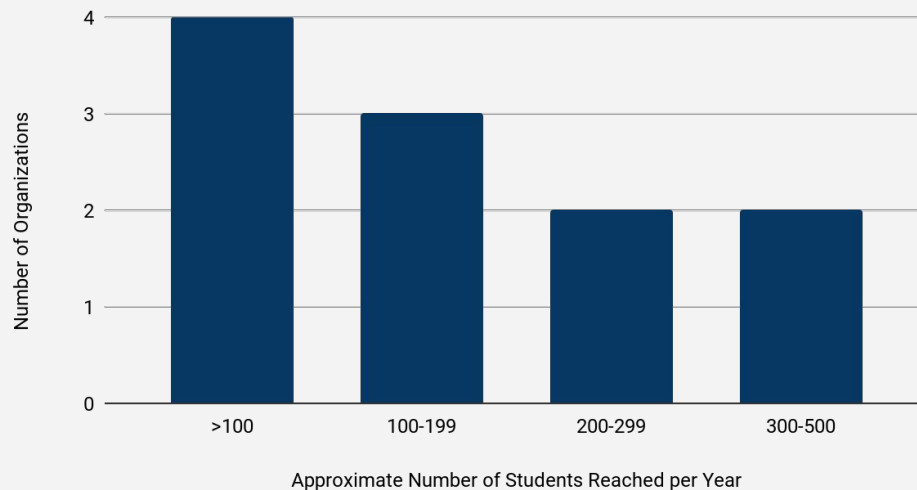
*Counts include direct engagement only.
** Graph only reflects information submitted in the survey.

Program Audience

- Majority of programs have a broad approach towards audience, not focused on any specific population other than K-12 students.

- A number of organizations focus all or some of their initiatives on specific groups, including marginalized communities:

    - Black Students
    - People of Colour
    - Indigenous Youth
    - Non-English Speakers
    - Newcomers
    - Priority Neighbourhoods
    - Underserved Community/Local Youth
    - Underserved Youth Outside the GTA

- Some programs focus on reaching educators rather than K-12 students directly.

Program Costs

Free

Architecture Playshop
(McGill)

Tours for Students
(DAS, TMU)

Mentorship, Workshops,
Day Camps
(BAIDA)

Youth Architects
Summer Program
(North York Centre)

School Tours, Guide Map,
Open Studio, Volunteering
(TSA)

Leaders Lab, Connect
Webinars, Conferences
(1UP, Urban Minds)

ArchiShorts, Maps
(WAF)

Lectures, Presentations
(WRSA)

Dual Credit
Architecture Bootcamp
(RAIC Centre)

Building Black Success
Through Design
(Daniels)

Future City Builders
(Future Cities Canada)

IDEA Programs
(UofT)

Both

Imagining My
Sustainable
Community
(No.9)

Paid ($10-$2,500)

Summer Camps
(DAS, TMU)

Imagine Architecture
(Azrieli School, CU)

Archi·North
Summer Camp
(McEwen School, LU)

IMSC Summer
Art Camp
(No.9)

Printed Publications
(WAF)

Workshops
(Urban Minds)

School Program:
Structures
(Ontario Science Centre)

Public Programming,
Public Tours
(TSA)

Summer Camps
(Harbourfront Centre)

Daniels Design Discovery
(UofT)

All Classes
(CCSA)

Common Challenges

Takeaways

- There is a large number and variety of K-12 architectural extra-curricular programming in Ontario and Canada, each taking a unique approach.

- Of organizations surveyed, the top annual reach was 500 participants, but this does not include indirect forms of engagement like resource libraries, publications, videos and online content where it is harder to track direct reach to K-12 students.

- Highest amount of programming exists for ages 15-17, often focusing on participants' career interests and paths.

- Least amount of programming for those 7 and under, with almost no programming for children under 5.

- A large percentage of the current programming is offered for free to students, with most paid programs being week-long camps (price varies widely).

- Limited resources (financial and people), not lack of interest, is the leading challenge in maintaining and growing current programs.

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Kathy Armbrust, Human Resources Manager

Date: September 14, 2023

Subject: **EDI Round Table Updates**

Objective: To update Council on the EDI Round Table.

Council will recall that 40 recommendations related to EDI were approved and so far 39 of them have been completed. The final outstanding recommendation is to host an EDI Roundtable. The purpose of the EDI Roundtable was to foster discussion regarding current EDI initiatives at firms, as well as offer an opportunity to share best practices and facilitate a call to action to adopt new initiatives. It is the third OAA EDI Roundtable, building on previous events.

The EDI Roundtable was successfully held on September 12, 2023 from 2-4pm. There were eight firms that voluntarily participated. It was an engaging conversation with all participants contributing to the Roundtable. This virtual roundtable was facilitated by EDI consultant Michelle Grocholsky, founder and CEO of Empowered EDI. She is an award-winning equity strategist with global distinctions. Michelle has successfully supported the Ontario Veterinary Medical Association and other organizations with their EDI initiatives.

The next steps is that Michelle will prepare a report for Council review. Once this is complete, the participants will have the option of being acknowledged for their participation in the report. Finally, the report will be posted on the OAA website.

Ontario Association
of Architects

Action

None. For information only.

Attachments

None

Ontario Association
of Architects

Memorandum

To: **Council**

Settimo Vilardi	Farida Abu-Bakare
Loloa Alkasawat	J. William Birdsell
Jim Butticci	Kimberly Fawcett-Smith
Christina Karney	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: Susan Speigel, Immediate Past President

Date: September 12, 2023

Subject: **Quality in Canada's Built Environment QBE** - a Social Sciences and Humanities Research Council (SSHRC) Research Partnership on Quality in Canada's Built Environment – Report

Objective: To provide Council with a report on the progress of the five-year SSHRC Grant on Quality in the Built Environment.

Quality in Canada's Built Environment (**QBE)** is a SSHRC Research Partnership on Quality in Canada's Built Environment.

The QBE research partnership is stimulating dialogue amongst those active in considering and creating the built environment across Canada. The partnership is engaged in research to redefine Quality that moves us to heightened equity, more social value and greater sustainability at a critical moment for our society and our planet. By addressing the most diverse issues facing architects, QBE seeks to broaden definitions of quality in the built environment by meeting new expectations of equity, inclusion, accessibility and environmental sustainability.

QBE is a collaborative project bringing together **fourteen schools of architecture and interdisciplinary teams at universities across Canada, including three levels of government and over sixty organizations and institutions of Public Citizens**. This unprecedented collaborative effort addresses pressing issues around justice, resilience, design, and public policies within the context of Canada's built environment. Together, QBE is working on ways to redefine the quality of built environments at the intersection of equity, social value and environmental sustainability. By mobilizing more than twenty relevant disciplines, they seek to understand how to improve the quality of built environments, by making them more accessible, less stigmatizing, less unfair and more respectful of the natural environment.

Ontario Association
of Architects
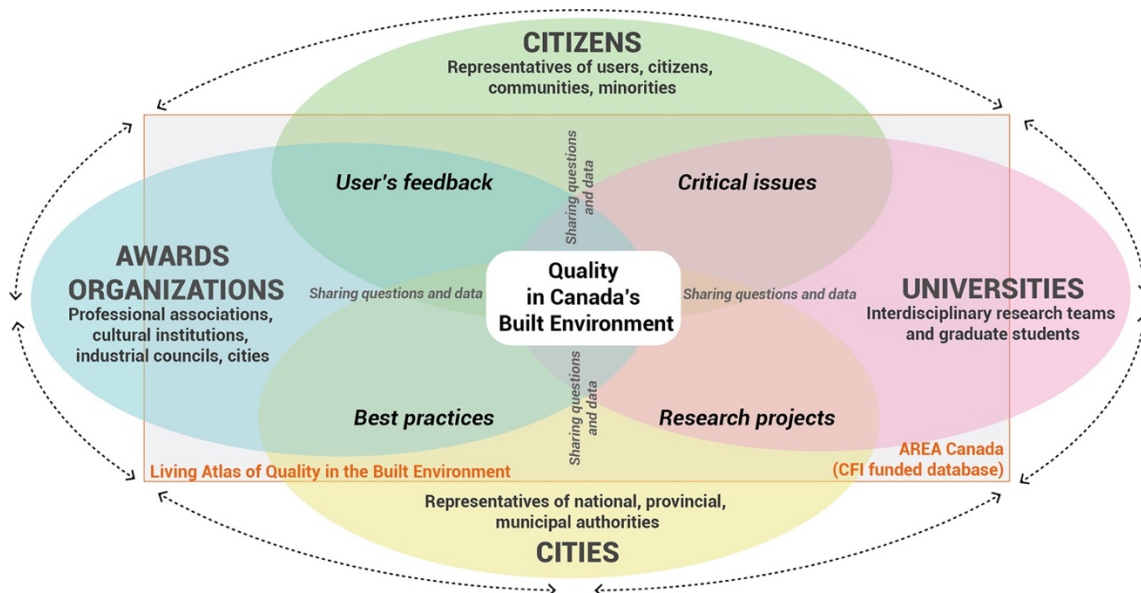
The Partnership has 4 sets of Stakeholders:

The partnership brings together four sets of stakeholders concerned with the use, scientific study, planning, design, construction and management of built environments:

● Citizens – The Public (representatives of communities including minorities and underrepresented populations).

● Cities + Rural Areas (actors in national, provincial, and municipal governance, and private actors in the processes of procurement of the built environment).

● Organizations assessing quality (professional associations, award-granting institutions, councils).

● Academic Institutions (interdisciplinary research teams). These Roadmaps take as their starting point with the expectations and needs of citizens and communities as represented in public or para-public commissioning frameworks. The aim is to work on improving these representations, since certain expectations can contradict each other in the same context.

Training and Mentoring Future Professionals:

A main objective of the Quality in Canada's Built Environment partnership is to update the training frameworks for future professionals. The partnership provides a new culture of collaborative research. Students through seminars, cut across the rigidities of educational frameworks currently governed by professional accreditation standards. Student funding represents more than 67% of the total budget from SSHRC.

Ontario Association of Architects

Promoting dialogue about architectural culture with the public

Current definitions of quality in the built environment have traditionally been established by either experts in academia, or by those within the civil services, politics and governance. These definitions of quality often differ in a myriad of important ways, with the voices of the public tending to get lost in the mix. These voices must constantly be brought forward if we are to better understand the concept of quality as it applies to design of the built environment.

Today, citizen groups are increasingly calling for a re-evaluation of normative evaluative frameworks, a re-consideration of procedures for the realization of the built environment, and new definitions of quality that respond to emerging expectations for equity, diversity, inclusion, and climate action. This renewal of the social value of buildings and designed landscapes requires reformulating how we program, design, build and evaluate our decision-making, disciplinary and professional silos.

How QBE and OAA dovetail the output of this initiative

The OAA has supported this project as a Public Education and Awareness Program developing roadmaps to Equity, Social Value and Environmental Sustainability.

Supporting SSHRC's research work promotes the architectural profession to a wider public, which directly supports the OAA's secondary object and benefits the OAA. It also engages with Ontario's schools of architecture and their students, many of whom will one day be members of the OAA as licensed architects. The OAA is not a content or curriculum developer, content as displayed in the research 'in-progress' can be showcased as an ongoing conversation of the OAA's support of this exploratory discussion on quality.

The OAA as a project partner has generously contributed 'in-kind' to this project, By supporting this initiative the OAA joins the discussion on making a better built environment and additionally showcases the OAA's best practices contribution and impact on the built environment.

The partnership is a cross-sectoral co-creation knowledge platform. The outcome will take the form of "roadmaps to quality" including guidebooks, analyses of exemplary case studies, resources for design thinking and proposals for public policies.

The resulting digital Living Atlas of Quality in the Built Environment is designed as a public forum on the social, economic and environmental value of quality with the support of the Canada Foundation for Innovation.

The Living Atlas is an open access to repertories of award-winning projects, case studies, comparative analyses, scientific resources and articles, interpretative didactic podcasts, analogical maps and visualizations.

Please see website for research topics and reports from the 14 schools of Architecture https://livingatlasofquality.ca/home

Events 5-Year Project: 2 conventions per year, 1 in person and 1 virtual

Ontario Association
of Architects

YEAR 2- 2023 - QBE Partnership Convention - Calgary

YEAR 3 – 2024 -QBE Partnership Convention - Halifax

YEAR 4 – 2025 - QBE Partnership Convention - TBD

YEAR 5 – 2026 - QBE Partnership Convention – TBD

Action

None. For information only.

Attachments

Reminder re. Common Goals & Objectives – Research Project

Principles of a Roadmap and Roadmap

Ontario Association
of Architects

REMINDER ON COMMON OBJECTIVES, GOALS, VALUES, PRINCIPLES AND METHODS OF THE RESEARCH PARTNERSHIP ON QUALITY

Common objectives and goals:

- **Today, citizen groups are increasingly calling for new definitions of quality** that respond to emerging expectations for equity, inclusion, accessibility and reconciliation with Indigenous People. This reconsideration of the social value of public buildings and landscapes requires reformulating how we program, design, build and evaluate over traditional decision-making, disciplinary and professional silos.

- Since quality recognition systems and awards of excellence are still mostly oriented towards the promotion of aesthetic and formal representations whose criteria often bypass and escape the users, **the partnership seeks new ways of recognizing and communicating what is quality** that provide comparable, measurable and socially representative benchmarks to guide decision-making, design processes, and policy frameworks.

- The research partnership on quality is the collective laboratory of a strong assumption: that accessible, inclusive, and sustainable environments can best be achieved through **the participatory construction of roadmaps to quality** that brings together the diversity of expectations and needs of stakeholders, as well as define new criteria and measures to guide future policies for our spaces & places in Canada.

- There are **four types of problems** – 4 thematic clusters – that 14 teams are trying to model:
  - Spatial justice
  - Integrated resilience
  - Inclusive design
  - Processes and policies

Our common program has 3 long-term objectives:
1. Analyzing the current limitations of environmental norms and sustainability models to bring us closer to the United Nations *Sustainable Development Goals* (SDGs).
2. Co-designing new paths to equity, diversity and inclusion in the built environment. On the legal dimension, these paths should demonstrate a vision regarding two complementary Canadian laws. The [Accessible Canada Act](#) for universal accessibility and [Truth and Reconciliation Commission 94](#) for the respect for Indigenous Knowledge and values.
3. Defining new frameworks for the public procurement of quality so as to enhance the social value of the built environment through roadmaps to quality.

We have two short-term goals:
1. On the one hand, we want to build together what we call roadmaps to quality that are informed by our work on these different issues. These action plans should challenge both public officials and professionals to transform current practices.

2. And our second objective is training. We want to train a new generation of actors who are better equipped than their predecessors to listen to the expectations of users and citizens. We want the buildings of tomorrow to welcome the greatest diversity of the public while stimulating, through their new architectural qualities, greater human and social interaction.

Common values, principles and methods:

To achieve these objectives, the partnership brings together methodologically 4 sets of stakeholders (quadripartite teams) concerned with the use, scientific study, design and management of built environments:
- **Citizens** (representatives of communities including minorities and underrepresented populations)
- **Cities** (national, provincial and municipal actors in the public procurement of built environments)
- **Organizations** assessing quality (professional associations, award institutions, councils, cities)
- **Universities** (interdisciplinary research teams)

Each of the fourteen research teams has identified problems that are sometimes glaring at very different scales. During four more years, they will face these problems located in specific contexts corresponding to as many questions, gaps, grey areas and issues of the quality of the built environment. It is by locally questioning that we will be able to start thinking globally.

- Our common methodology is intended to ensure a forum for sharing knowledge and a research laboratory on participatory practices for the quality of public spaces and places.

- Our common methodology aims to identify and co-construct roadmaps and quality criteria that are both understandable and meaningful.

- Each site team develops research projects according to their own interests, orientations, specializations and funding. Each project is linked to at least one of the four thematic clusters: 1) Spatial Justice, 2) Integrated Resilience, 3) Inclusive Design, and 4) Process & Policy.

- At the core of this national forum, a digital platform gathers exemplary cases and analytical files as well as various users' view points on precedents selected according to the research themes. The living atlas is therefore both a hub for discussion and sharing, and a data repository of the partnership experience and knowledge production over time.

**Principles of a roadmap to quality in the built environment
at the crossroads of equity, social value and sustainability.**

May 2023

General principles :
- Roadmaps describe the objectives (the course) to be reached and the ways of achieving them (the routes and paths) in a form that can be understood by the stakeholders of the phenomenon to be transformed.
- In the case of the quality partnership, we may need to consider producing 4 versions of the same roadmap components for each specific context.
- A good roadmap articulates what needs to be changed, why it needs to be changed and in what order the change needs to be made.

(14 + 1) Roadmaps for equity, social value and sustainability.
In our research, a roadmap is a strategy or plan to achieve demonstrable change within a system or policy area. Our aim is to establish at least 15 roadmaps, but the number of roadmaps could reach 30 (15 + 15) over the 5-year period, with an iterative feedback loop at year 3. Initial roadmaps will be tested by focus groups in years 3 and 4, and may be revised before the end of the grant. These roadmaps will be illustrated by analyses of exemplary case studies in construction, landscape and urban planning (precedent analysis), exploring how these cases could be scaled up, taking into account the four thematic clusters. The roadmaps will be disseminated in scientific publications and characterized by interactive visualizations and ways of connecting data, analyses, reports, toolkits and so on. One of the main aims of the roadmaps is to empower designers and decision-makers to reinvent and rethink quality.

Roadmaps to quality will include not only principles for improving practice frameworks, but also educational principles for integrating the values of equity, diversity and inclusion into educational programs that are often not easily accessible to certain groups and minorities. This will enable training to be aligned with new social expectations, new public and municipal frameworks and new needs expressed by professional structures. The fact that the main provincial and national players representing the built environment professions are significantly supported partners testifies to the need for profound change.

The partnership's approach to quality is based on modeling complex systems to develop roadmaps.
Systems thinking and situation modeling in the sense of actor network theory (ANT) are the foundations of this inclusive partnership. Together, they contribute to developing a

common understanding of quality in the built environment. The systemic models will form the basis of the situated projects that are gradually built up within the partnership tables before being shared during the annual conventions through :

1. models of current problem situations,
2. models for improving the current system
3. roadmaps (text + visuals) describing the proposed quality trajectories.

These models include the dynamic behavior of stakeholders, processes and policies, the specific quality expectations formulated in partnership tables, the characteristics of award-winning projects as a reference group, the new feedback loops needed to reinforce the achievement of additional qualities, and the new data that would enable the qualities achieved to be monitored. In line with the ANT principles defined by Bruno Latour's school, controversy mapping (Albena Yaneva) will be an integral part of the process.

Systems thinking and modeling are at the theoretical heart of this inclusive partnership, as they help to develop a shared understanding of quality in the built environment. Systemic models are the main approach to situated projects, as they are to be built within partnership tables in preparation for annual conventions through :
1. models of current problem situations,
2. models for improving the current system,
3. roadmaps (text + visuals) describing the details of proposed quality trajectories.

These models include the dynamic behavior between stakeholders, processes and policies, the specific quality expectations formulated in the partnership tables, the characteristics of the rewarded projects as a reference group, the new feedback loops needed to reinforce the achievement of the added qualities, as well as the new data that would enable the monitoring of the qualities achieved.

In the context of the ethical protocol, stakeholders are considered as "representatives" at "partnership tables", whether they are representatives of citizen groups, city or municipality representatives, professions and industries, or representatives of the educational and scientific worlds.
Roadmaps are used to specify :
-   Values to respect
-   General objectives and targets
-   The various means, resources and approaches to be implemented
-   The different roles and how they fit into the project timeline
-   The various tasks involved

The roadmaps consist of :
-   Short (and detailed) descriptions of the problems to be overcome (the situation to be transformed)

- Clear descriptions of the objectives (short-, medium- and long-term) to be achieved in each context (the what, the why and the values to be respected)
- Brief descriptions (and detailed descriptions) of specific contexts
- Illustrated summaries, understandable to all stakeholders, of the steps to be followed and the approaches or methods to be implemented (the how).
- Schematic timetable (process steps) to be followed or required
- An (expandable) checklist of risks, problems and difficulties at each stage (mitigation plans)

Roadmap formats may vary depending on :
- Stakeholder types (the same roadmap can be written in 4 different ways to address citizen, municipal, professional or educational representatives)
- Avoid professional or technical jargon
- Ensure a good balance between text and images, and accessibility. Some roadmaps could be recorded in video format with subtitles.
- A distinction can be made between the succinct section and the detailed section. For example, case studies can be included as appendices to the detailed section, and simply referenced as footnotes in the concise section. The same applies to descriptions of contexts and issues.

Two types of roadmap :

Roadmap Internal to the project (or to a set of projects) :

Roadmap External to the project (for users who will not be directly involved in the design process (unlike citizen representatives):

THE TEN ACTION MODES OF A ROADMAP :

1. **It identifies project phases and milestones**

2. **It sets out the provisional timetable (**including start and end dates for each stage).

3. **It defines the deliverables and the scope (**specifying what is outside the scope of the project).

4. **It anticipates any potential strategic risks. (**especially those that could have an impact on the project's success).

5. **It informs stakeholders. (**by being shared and accepted by all project stakeholders)

6. **It provides concise, precise and factual information.**

7. **It formulates realistic objectives.** (ideally quantifiable, measurable and realistic).

8. **It enables regular updates.** (in an agile way and according to the progress of the project).

9. **It avoids details that could lead to misunderstanding**.

10. **It includes test phases and feedback from different types of users.**

ADDITIONAL COMMENTS :

For the quality partnership, the roadmaps depend on the various issues and contexts, but they must attempt a certain level of generalization based on the representative features of these contexts (e.g. waterfront, urban downtown, rural region or remote communities, historic and heritage, developing area, etc.).

Each of the 14 roadmaps must contribute to a specific definition of quality, in addition to the common definition specific to the partnership (quality is constituted in processes of participative, cognitive and creative dialogue).

These roadmaps take as their starting point the expectations and needs of citizens and communities as represented in public or para-public order frameworks. The aim is also to work on improving these representations, since certain expectations can contradict each other in the same application context.

The values of equity, inclusion, social value and sustainability are common to all the partnership's roadmaps, as is the quest for greater diversity and the reduction of silos.

Roadmaps provide directives and guidelines for action.

Roadmaps can include the following appendices:
Guides, analyses of exemplary case studies, resources for design thinking, policy proposals, etc.).
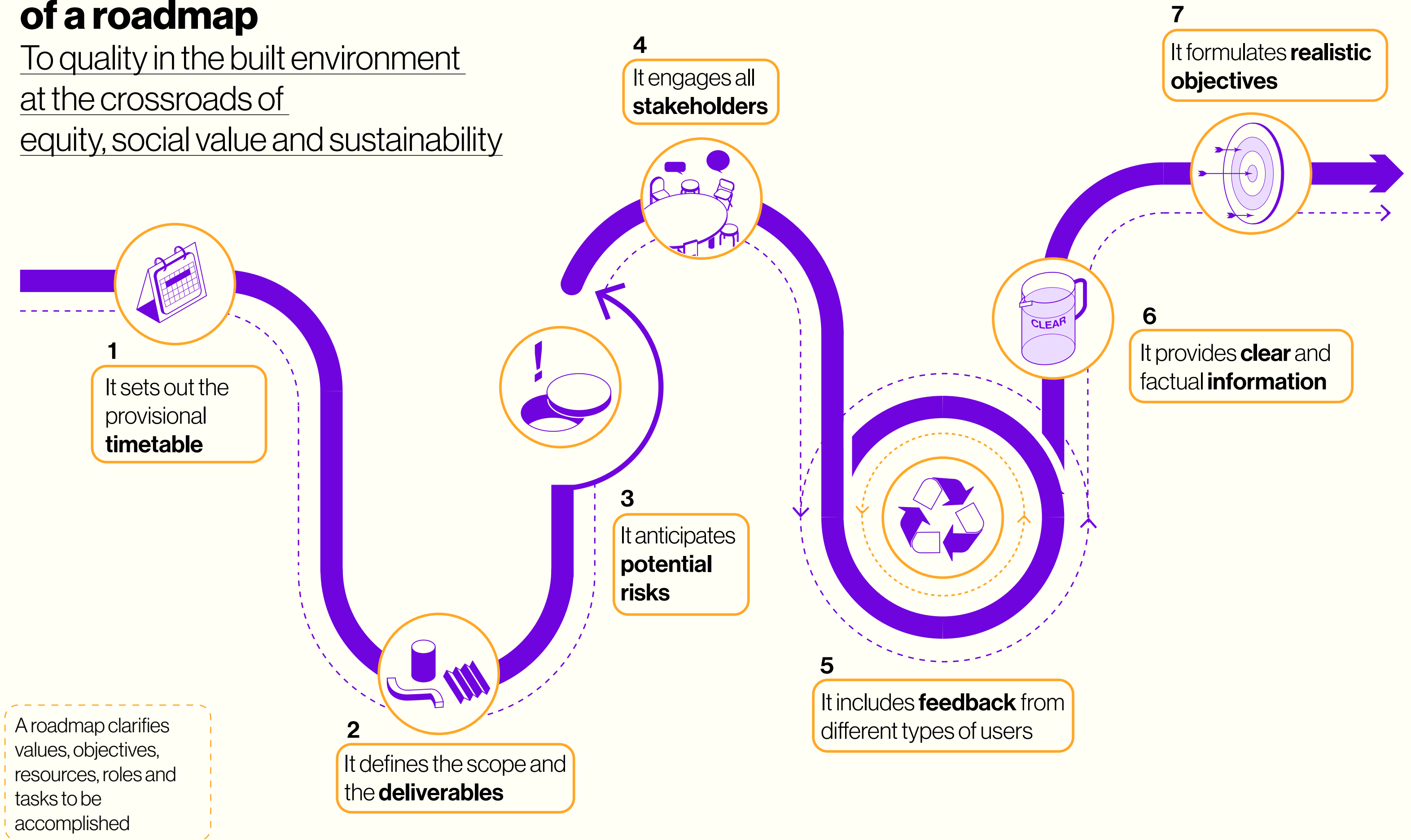
We encourage the adoption of comparative and analog strategies in the creation of visualizations and graphic representations. In this sense, roadmaps are analog cartographies of characteristic issues in the built environment.

Visual descriptions of situations to be transformed, stakeholder mappings, oral histories, comparative analyses of exemplary buildings, models of current and renewed situations,

policy recommendations, podcasts on processes for moving forward, all contribute to the analog didacticism of quality roadmaps by articulating textual and visual languages.

The 7 action modes of a roadmap

To quality in the built environment at the crossroads of equity, social value and sustainability

1

It sets out the provisional **timetable**

A roadmap clarifies values, objectives, resources, roles and tasks to be accomplished

2

It defines the scope and the **deliverables**

3

It anticipates **potential risks**

4

It engages all **stakeholders**

5

It includes **feedback** from different types of users

6

It provides **clear** and factual **information**

CLEAR

7

It formulates **realistic objectives**

The 7 action modes of a roadmap

To quality in the built environment at the crossroads of equity, social value and sustainability

It identifies the **phases** and milestones of the project to establish the **provisional schedule**

Including the duration for each stage

1

It defines the **deliverables** and **scope** of the project

By specifying what is not part of the project objectives

2

It anticipates all **potential strategic risks**

Particularly those likely to have an impact on the project's success

3

It **engages** all stakeholders equally at every stage of the project

4

It allows for **regular updates** and integrates test phases and **feedback** from different types of users from all stakeholders
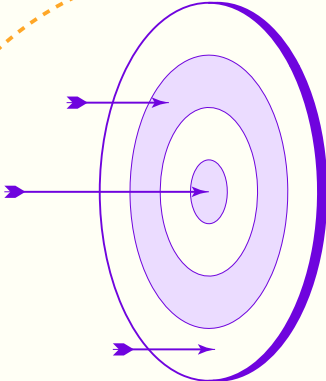
5

It gathers **concise, precise and factual information**

By avoiding details that may lead to misunderstanding

6

It formulates **realistic objectives** in terms of deliverables

Ideally quantifiable, measurable and realistic

7

A roadmap clarifies values, objectives, resources, roles and tasks to be accomplished

UNIVERSITY OF TORONTO
SCHOOL OF CONTINUING STUDIES

FOR COUNCIL MEETING
September 21, 2023
(open)
ITEM: 7.6

ONTARIO ASSOCIATION of ARCHITECTS

IN PARTNERSHIP WITH THE

UNIVERSITY OF TORONTO SCHOOL OF CONTINUING STUDIES

Annual Report – 2023

1. Introduction

In 2016, The Ontario Association of Architects (OAA) and the University of Toronto School of Continuing Studies (SCS), a globally recognized leader in continuing education and online learning, established a partnership to address the learning needs of intern architects, with the development and implementation of a dynamic and engaging online Admission Course.

With a foundation of shared values and a commitment to excellence, the goal of this partnership was to re-imagine the OAA's Admission Course and provide a fresh approach to course content. The purpose of the Admission Course is to ensure interns acquire knowledge and develop skills to prepare them to enter the profession. Objectives for this partnership included supporting interns through a learning community online and more in-depth coverage of course content through an interactive and engaging online experience. The OAA's talented team of developers worked closely with the SCS team to achieve these objectives.

An OAA goal was to provide interns with flexibility and choice to complete the Admission Course and the online course helped make that happen. In fact, OAA has offered the Admission Course in three formats, a traditional in-class course and selected course Modules offered at the Conference, rounding out the available options to accommodate different needs. However, during the COVID-19 pandemic, OAA offered only the online Admission Course which kept the process of licensure moving for interns through this challenging period. Going forward, because of the positive feedback and flexibility, OAA has committed to the online Admission Course format exclusively.

In 2020, OAA and SCS reviewed and subsequently renewed their partnership agreement for a five-year period starting May 1, 2021, to April 30, 2026. The new agreement articulates the roles and responsibilities of the partners and of instructors and confirms the continued delivery and update of the Admission Course, the eight self-study courses based on the Admission Course and the new Fundamentals of Running an Architectural Practice (FRAP) Course, launched online in Fall 2022.

The overall financial aspects of the renewed agreement remained essentially the same. However, the original OAA-SCS agreement did not include applicable SCS discounts (i.e., alumni and Comparative Education Services (CES) discounts) and these discounts were identified and accepted. The current agreement is explicit that SCS discounts are not applicable to OAA courses, and this information is available prior to course registration on the SCS website. As well, the annual course renewal process and fees have been outlined such that SCS will not charge for minor course updates, and course changes and redevelopment beyond this threshold will be subject to SCS fees with prior approval in writing from OAA.

This report shares the activity highlights for the partnership under the current agreement for the reporting period of May 1, 2022, to April 30, 2023.

2. Best Practices in Adult Education

SCS is strongly committed to equity, diversity, and inclusion. We have an unwavering commitment to these principles in the pursuit of excellence in our academic mission, and they are at the forefront of our course development process. SCS approaches course development with learners at the centre. By distilling the required competencies and learning outcomes required by the profession and associated with the Admission Course and the Fundamentals of Running an Architectural Practice (FRAP) Course, SCS worked the OAA and their subject matter experts to develop effective online courses, for the acquisition of the requisite knowledge and skills.

Adult learners bring a diversity of needs as they engage in learning. The development team addressed design excellence and the course goals with best practices in adult education, and addressed the four main learning modalities, noted below, building variety and innovation into the Admission Course learning experience.

- Visual Learning. There is extensive use of images and diagrams embedded in the course to exemplify and reinforce key points.
- Auditory Learning. Hearing the voice recordings of the guest speakers/subject matter experts, consistently through each module, creates strong connections with the material, and the perspective addressed by the experts.
- Reading/Writing Learning. The learning context for each Module provides more explanation about the content, giving learners carefully selected materials to read and learn.
- Kinesthetic (Physical) Learning. This type of learning is through physical action, whether it is making something or applying something in a 'hands-on' way. An example of this type of learning is the building code case, where interns apply what they have learned to a practical example.

Having the instructors available throughout both the Admission and FRAP Courses, and OAA guest speakers/subject matter experts participating in regularly scheduled webinars (recorded for subsequent review) participants have access to OAA expertise to have their questions answered.

For the Admission Course, practice quiz questions, approximately eight to twelve, are other application-based learning supports. These quizzes assist participants as they interact with the content and focus on the most important aspects, applying what they have learned throughout their course.

For the Admission Course and the FRAP Course, the 'Confidence Quizzes' at the conclusion of each Module reinforce the material and learner mastery. The successful completion of these quizzes ensures engagement, providing confirmation to OAA that learners have completed each Module and finished the courses.

3. The Benefits of Online Learning

The benefits of online learning are numerous. A key benefit is accessibility and the convenience it provides learners as well as instructors and guest speakers/subject matter experts. The format is not only flexible, but learning can be accessed anytime, anywhere without the constraints of time or place. In fact, interns from across the province, or other jurisdictions, can take the mandatory Admission Course online while managing their professional responsibilities and the same is true for those wanting to complete the FRAP Course.

Designed to provide flexible learning experiences, the instructor led online courses provide access to interactive content, videos, and quizzes as well as subject matter experts and instructors. Learners are encouraged to attend weekly synchronous guest speaker webinars that are recorded for subsequent review in the event learners cannot attend.

The self-study online format of the Admission Course is a self-paced experience developed for architect learners, which leverages the same interactive content, videos, and quizzes as the instructor-led online course. Learners in the self-study online courses gain access to the content for a two-month period, during which they can move through the content at their own pace, completing the course and the required quiz when their schedule allows.

The new FRAP Course takes a multimodal approach to stimulate learning and engagement with a blend of self-directed reading and learning activities, adaptive quizzes, and interactive webinars led by subject matter and industry experts.

As a part of SCS's ongoing commitment to program quality and excellence, instructor and learner feedback is collected and reviewed on a regular basis. Prior to the launch of the online instructor-led Admission Course, OAA and SCS conducted a course pilot where OAA members participated in the Admission Course and provided real-time feedback, resulting in course updates. The course has been actively running since 2017, and conversations with instructors, learner feedback from course evaluations, and comments from OAA subject matter experts serve to inform regular updates to keep the course experience and material timely and relevant.

The same process was used with the Fundamentals of Running an Architectural Practice (FRAP) course, which launched in Fall 2022. Learner, instructor, and guest speaker feedback inform updates and changes for continuous improvement so the course material is timely and relevant.

See Appendix B for comments gathered from the Admission Course and the FRAP Course evaluations which are characteristic of the overall learner feedback.

4. Relevant Data and Financial Results for 2023

As part of our partnership, OAA paid SCS $67,500 to design and develop the online OAA Admission Course and assume all aspects of the course management and administration. Gross tuition revenues collected are directly attributed to the following costs managed by SCS: instructor compensation, enrolment and learner services, instructor, and program services, learning innovation and course design (maintenance and development), university-wide contributions, marketing, and communications (variable) and administrative overhead (instructor recruitment, support, course coordination, and academic oversight). Net revenues are re-invested in SCS programming and operational support.

As mentioned, regarding the FRAP course costs, OAA paid SCS $25,000 for course development with SCS contributing $25,000 in matching funds to cover the cost of SCS staff.

The enrolment and revenue for the OAA Admission Course, the Self-Study Courses, and the FRAP Course for this reporting period, are outlined in Appendix A respectively, with highlights mentioned below. With adult learners, ebbs and flows in registration are to be expected. This has been a year with increased enrolment, especially with the addition of the FRAP Course.

The list of instructors and guest speakers in the OAA Admission Course is in Appendix B.

Admission Course Enrolment Data

The online Admission Course was offered three times, and enrolments for this reporting period totalled 293. For comparison purposes, this was an increase of 59 enrolments, or 25% over the 234 total from the previous year. After two years of consistent enrolments numbers this increase is welcome. Note that the Admission Course was designed to accommodate larger enrolments from the outset.

Self-Study Courses Enrolment Data

To serve the continuing education needs of architects, eight self-study courses, drawn from the Admission Course, were launched in the Winter 2020 term. These courses have ongoing enrolment, meaning learners can enroll and begin at any time during the registration period. They cover the material at their own pace (over a two-month period) and successfully complete a quiz to finish the course.

Self-Study enrolments for this reporting period totalled 192. For comparison purposes, this is an increase of 32, or a 20% increase, over the previous year. For comparison purposes we are back close the 195 self-study enrolments reported in 2021.

FRAP Course Enrolment Data

The FRAP Course launched in Fall 2023. During this first reporting period, the four course sections offered had a total of 121 enrolments.

Summary - Gross Revenue and 10% Revenue Share

The total Gross Tuition Revenue for the 2023 reporting period is $214,295. For comparison purposes this is an increase of $118,295 or 123% over the previous year's revenue of $96,000. The addition of the FRAP Course added to our partnership success. OAA's 10% revenue share is $21,429.50, excluding HST.

- *Admission Course $102,550, excluding HST*
- *Self-Study Courses $21,600, excluding HST*
- *FRAP Course $90,145, excluding HST*
    Grand Total = $214,295, excluding HST
    OAA's 10% share is $21,429.50, excluding HST.

For comparison purposes, the OAA total revenue share for the previous reporting period was $9,600, excluding HST. This is a difference of $11,829, excluding HST, or a 123% increase for the 2023 reporting period.

See Appendix A for more detailed enrolment and financial data.

5. Looking Ahead

Looking ahead, SCS and OAA will continue to work together and follow the agreed upon annual course renewal process and timetable as outlined in our agreement, sustainable for both parties.

The Admission Course is scheduled for three sections in the upcoming fall and winter terms of 2023-2024, with the exact dates on the SCS website (learn.utoronto.ca) and registration is open. Going forward, OAA has confirmed their commitment to offer the Admission Course exclusively online, given the convenience for interns. The Self-Study courses will continue to be offered each term (spring/summer, fall and winter), and the FRAP course will be offered in the fall and winters terms, with the dates on the SCS website and registration is open.

Developing and maintaining a robust team of OAA-approved instructors, with experience instructing the Admission Course, and the FRAP Course is an important part of ensuring we have a seamless operation every term. Being proactive, we collaborate with OAA to identify and orient additional qualified instructors to expand the instructional talent pool. Working together, we will deepen the bench strength of the instructor teams and continue to build a roster of people with the requisite skills qualified to teach these courses: a combination of architectural expertise, teaching ability, excellent communication skills, and technical competence. Expanding the OAA approved guest speaker/subject matter expert rosters for both the Admission and FRAP Courses will ensure the availability of required expertise.

Building on our mutual success to date, SCS is excited about the success of the comprehensive online instructor led FRAP course. This course undertakes a new area of focus, serves the continuing education needs of architects, and supports practice excellence. As new opportunities arise, SCS would welcome working with OAA on future projects.

In our work together the OAA and SCS achieved what we set out to do, leveraging our shared commitment to excellence and innovation in the creation of an engaging online Admission Course for Interns. Drawing on the Admission Course we created eight Self-Study Courses to serve the continuing education needs of architects, and we launched the new online FRAP Course for architects on practice excellence. By collaborating, we continue to combine the OAA's vision and SCS's expertise in the design and delivery of engaging, rigorous, and accessible educational experiences. We look forward to continuing this fruitful partnership by working together to continually improve the learning experience, broadening our instructor pool, and welcoming new learners online.

Appendix A

Total Enrolments and Revenue for the Reporting Period

University of Toronto School of Continuing Studies
OAA-SCS Annual Report 2023 - Reporting Period May 1, 2022 to April 30, 2023
Enrolment and Revenue Summary by Course Section

Course Section	Enrollments	Course Fee	Course Title	Start Date	Revenue Amount
Admission Course					
3435-017	93	$350	Ontario Association of Architects (OAA) Admission Course	03/Oct/2022	$ 32,550.00
3435-018	99	$350	Ontario Association of Architects (OAA) Admission Course	09/Jan/2023	$ 34,650.00
3435-019	101	$350	Ontario Association of Architects (OAA) Admission Course	03/Apr/2023	$ 35,350.00
3435 Total	**293**				**$ 102,550.00**

Course Section	Enrollments	Course Fee	Course Title	Start Date	Revenue Amount
Self-Study Courses					
3721-008	20	$100	Construction Contract Administration and General Review	01/May/2022	$ 2,000.00
3721-009	13	$100	Construction Contract Administration and General Review	01/Sep/2022	$ 1,300.00
3721-010	13	$100	Construction Contract Administration and General Review	01/Jan/2023	$ 1,300.00
3721 Total	**46**				**$ 4,600.00**
3724-008	11	$100	Construction Act	01/May/2022	$ 1,100.00
3724-009	5	$100	Construction Act	01/Sep/2022	$ 500.00
3724-010	5	$100	Construction Act	01/Jan/2023	$ 500.00
3724 Total	**21**				**$ 2,100.00**
3725-008	22	$100	Ontario Building Code Act and Building Permit Application Process	01/May/2022	$ 2,200.00
3725-009	14	$100	Ontario Building Code Act and Building Permit Application Process	01/Sep/2022	$ 1,400.00
3725-010	7	$100	Ontario Building Code Act and Building Permit Application Process	01/Jan/2023	$ 700.00
3725 Total	**43**				**$ 4,300.00**
3726-008	9	$100	Bid Theory and Bid Practice	01/May/2022	$ 900.00
3726-009	4	$100	Bid Theory and Bid Practice	01/Sep/2022	$ 400.00
3726-010	1	$100	Bid Theory and Bid Practice	01/Jan/2023	$ 100.00
3726 Total	**14**				**$ 1,400.00**

Course Section	Enrollments	Course Fee	Course Title	Start Date	Revenue Amount
3727-008	12	$100	Planning and Development Approvals	01/May/2022	$ 1,200.00
3727-009	5	$100	Planning and Development Approvals	01/Sep/2022	$ 500.00
3727-010	13	$100	Planning and Development Approvals	01/Jan/2023	$ 1,300.00
3727 Total	**30**				**$ 3,000.00**
3728-008	12	$200	Ontario Building Code Compliance Data: Concepts and Code Anal	01/May/2022	$ 2,400.00
3728-009	8	$200	Ontario Building Code Compliance Data: Concepts and Code Anal	01/Sep/2022	$ 1,600.00
3728-010	4	$200	Ontario Building Code Compliance Data: Concepts and Code Anal	01/Jan/2023	$ 800.00
3728 Total	**24**				**$ 4,800.00**
3729-008	4	$100	Legal Aspects: Professional Liability & Architects' Contracts	01/May/2022	$ 400.00
3729-009	3	$100	Legal Aspects: Professional Liability & Architects' Contracts	01/Sep/2022	$ 300.00
3729-010	0		Legal Aspects: Professional Liability & Architects' Contracts	01/Jan/2023	$ 0.00
3729 Total	**7**				**$ 700.00**
3734-008	6	$100	Professional Responsibility, Ethics, and Membership in a Self-Regu	01/May/2022	$ 600.00
3734-009	1	$100	Professional Responsibility, Ethics, and Membership in a Self-Regu	01/Sep/2022	$ 100.00
3734-010	0		Professional Responsibility, Ethics, and Membership in a Self-Regu	01/Jan/2023	$ 0.00
3734 Total	**7**				**$ 700.00**
Self Study Subtotal	**192**			**Self Study Subtotal**	**$21,600.00**

Course Section	Enrollments	Course Fee	Course Title	Start Date	Revenue Amount
Fundamentals of Running an Architectural Practice (FRAP) Course					
3978-001	22	$745	Fundamentals of Running an Architectural Practice	29/Sep/2022	$ 16,390.00
3978-002	41	$745	Fundamentals of Running an Architectural Practice	09/Jan/2023	$ 30,545.00
3978-003	35	$745	Fundamentals of Running an Architectural Practice	06/Feb/2023	$ 26,075.00
3978-004	23	$745	Fundamentals of Running an Architectural Practice	27/Mar/2023	$ 17,135.00
3978 Total	**121**				**$ 90,145.00**
Grand Total	**606**			**Grand Total**	**214,295.00**
				Revenue Share to OAA 10%	**$ 21,429.50**

Selected learner comments which are representative of course feedback.

ADMISSION COURSE
When describing the most positive aspects of the course, learners commented that the instructors, guest speakers, the structure, and the content were highlights. Here are a few of their comments:

Instructors

- They "were great instructors sharing valuable real world experiences with us throughout the course. I feel they contributed immensely to my learning in the course and to my general knowledge of the practice of architecture as a whole."

- "Overall, instructors and guest speakers were very knowledgeable in discussion topics. They were also very accommodating in answering class questions. Excellent course experience."

Guest speakers

- "I would say the guests, they added a great value to the course and enrich the conversation by sharing their experiences."

- "Inviting guests who are lawyers and city plan examiners was very helpful to have their perspective, it was really refreshing and widened my knowledge."

Structure

- "Hearing the expertise of a guest speaker every week. Having very knowledgeable and well spoken course instructors. Being able to listen in on the weekly lecture after the fact, if I had a scheduling conflict on the Wednesday night."

- "Great instructors, flexible scheduling and everything was posted online and easy to access in one's own time."

Content

- "Clear goals, organized online materials, quizzes were good tools for learning."

- "Course was a great [way] to prepare me before I get my architecture license, the instructors are very experienced and as much as they could they tried to transfer their knowledge to the participants, I am glad I have completed this course."

- "Course materials and reference materials are very valuable to the required knowledge of an architect."

FUNDAMENTALS OF RUNNING AN ARCHITECTURAL PRACTICE (FRAP) COURSE

When describing the most positive aspects of the course, learners commented that the instructors, guest speakers, the structure, and the content were highlights. Here are a few of their comments:

Instructors
- The instructors "were knowledgeable and added clarity and insight during guest presentations. Also, the quizzes were a great tool for the review of the content by focusing on some of the core aspects of each lecture."

- "Instructors were very good inn responding to questions and providing additional resources."

Guest speakers
- "The course material was current, and the guest speakers brought relevant real time/life experience to the table."

- "Real world examples were used consistently."

Structure
- "Having the option to view a recording of the modules was a huge help. With a busy work/home life, it wasn't possible to attend every session in person. The recordings were greatly appreciated and a key offering that allowed me to complete the course."

- "Thank you for the course, it was insightful and well organized."

Content
- "Great program that should be compulsory to anyone obtaining a certificate of practice. [The instructors] were excellent facilitators providing experienced perspectives. It was good to have a variety of presenters who each brought value and diverse perspectives."

- "Modules were greatly interesting, and the modules seemed to fly by in no time."

- "Learning Modules were excellent. Great reading, full of knowledge and directly / immediately applicable to the industry."

SCS and OAA work together on an annual basis to update the Admission Course, and the equivalent Self-Study Courses, and the FRAP Course. Feedback is always reviewed and assessed as part of this continuous improvement process. When describing areas for improvement for the courses, learners requested lengthening the course, longer Q & A sessions, adding more guest speakers, adding more real-world case studies, and increasing access to content.

Appendix C
List of Instructors

Admission Course
Allen Humphries, B.Arch, Architect (Retired)
Ivan Martinovic, OAA, FRAIC
Fan Zhang, M.Arch, B.Eng

FRAP Course
D. Brent North
Mag Youssef
Fan Zhang, M.Arch, B.Eng

List of Guest Speakers
Admission Course
Glenn Ackerley
Deborah Farrow
James Farrow
Allen Humphries
Christie Mills
Martin Rendl
Mike Seiling
Charles Simco
Michael Swartz

List of Guest Speakers
FRAP Course
Roberto Chiotti
John Hackett
Daniel Hall
Claire Hepburn
Allen Humphries
Asim Iqbal
Sarah Knight
Yew-Thong Leong
Michael Nicholas-Schmidt
Basima Roshan
Patrick Saavedra
Enoch Sears
Kris Tierney
Settimo Vilardi

DIAC Annual Update 2022

The Design Industry Advisory Committee (DIAC), in its 21st year, continued to seek to bring an integrated design perspective to industry and public sector initiatives to improve economic, social, and environmental outcomes. The Committee works to enable other industries to utilize the problem-solving skills of our local design workforce to improve business results. In these challenging and volatile times, the work of designers has become even more critical to our economic future and quality of life. As an interdisciplinary design think tank and research group, DIAC's members include professional associations representing architects, landscape architects, industrial, interior, graphic and fashion designers, and urban planners. DIAC was pleased to welcome several new representatives of the association members to its Board in 2022.

Design Sector Study

Furthering our work as subject matter experts, in 2022 DIAC continued to advise the Toronto Workforce Innovation Group (TWIG) on the implications of the design sector study research findings, and on the design and presentation of the executive summary and the full report.

TWIG published its study of Toronto's design workforce to update historical data regarding categories of design work, numbers of designers in the workforce and where designers work. Researched and written by Kevin Stolarick, the Think Design report includes an in-depth qualitative and quantitative overview of design occupations and industry sectors. It also provides labour market insights on how Toronto's design sector can continue to thrive over the coming decade.

DIAC also advised and assisted on the planning of the report launch and panel discussion, as part of the 2023 DesignTO Festival.

Design Impacts Framework - Case Studies

In 2021 DIAC expanded on its Design Impacts Framework publishing a report which focused on 3 successful Placemaking projects. These case studies identified the indicators and metrics involved in valuing the design impacts for the design sector, their clients, and other stakeholders in the community. This work is important because

DIAC c/o IDC, 901 King St. W., Suite 400, Toronto, ON, M5V 3H5, Tel.: 416-649-4425

these case studies demonstrate the positive results that strategic use of design can bring to businesses and design teams on other projects.

In 2022 DIAC researched case studies in each of the design disciplines that demonstrate how DIAC's Design Impacts Framework can be used to promote the beneficial impacts of the five measurable dimensions of good design. DIAC will be publishing these case studies on our website, showing the positive results of design interventions in architecture, landscape architecture, graphic, industrial, interior, fashion, and urban design.

CaféTO Winterization Design Charrette Report

In the first quarter of 2022, DIAC published the [CaféTO Winterization Design Charrette Report](#), based on the charette held in the fall of 2021. The report summarized the top recommendations, potential solutions, insights, tips, and resources emerging for innovations to enhance safe outdoor dining and entertainment activities into the colder months. The objective was to generate both immediate ideas for the restaurant industry that could be quickly and easily implemented, and longer-term ideas for all stakeholders to consider.

Ongoing Initiatives

As a small not-for-profit organization, DIAC is grateful for the contributions received from its member organizations, and the co-sponsorship support provided by the City of Toronto, which enables the Committee to undertake its research and program activities for the year. Without this support DIAC's valuable work would not be possible. In addition to the above projects, in 2022 DIAC also worked to:

- Promote Toronto as a centre for strategic design;
- Market DIAC's activities, to expand its membership and to attract strategic partners for future research; and,
- Liaise with stakeholders in the design community to ensure that designers continue to collaborate across their disciplines and to play an active role in helping the local SME community to drive innovation and to expand sustainable business practices.

The Design Industry Advisory Committee (DIAC) is an interdisciplinary design research group established by the City of Toronto in 2001. The activities of DIAC promote the strategic value of design and the contribution of designers from all disciplines to achieving economic, social, and environmental prosperity.