1.1.5 The Organization of the Profession in Canada
Historical Overview

The Royal Architectural Institute of Canada (RAIC)
  The RAIC College of Fellows
  The RAIC Foundation

Other National Organizations
  The Canadian Architectural Certification Board (CACB)
  The Canadian Council of University Schools of Architecture (CCUSA)

Self-Regulation

Provincial and Territorial Associations of Architects

Reference

List: Provincial and Territorial Associations of Architects

Vital Statistics: Provincial and Territorial Associations of Architects

List and Vital Statistics: National Architectural Organizations

Charts: Comparison of Practice Requirements of Each Provincial and Territorial Association
Historical Overview

Canada’s architecture profession began to be organized in the 19th century, following trends similar to those in Europe. The Industrial Revolution in the early part of the century, together with technological and societal changes, led to the emergence of architectural societies which responded to the need for:

- regulation of the profession;
- promotion, support, and professional fellowship.

Regulation was required to safeguard public health and safety. Support and promotion were deemed necessary to foster a high standard of professional competence and to influence colleagues and the public.

The first architectural society in Europe was the Society of British Architects, formed in 1834, which became the Royal Institute of British Architects in 1837. Canada followed suit 50 years later with the Architectural Guild of Toronto, established in 1887. The next step was the founding of the Ontario Association of Architects, in 1889 and its incorporation in 1890. In Québec, the Province of Québec Association of Architects was created in 1890, later to become the Ordre des architectes du Québec.

By the turn of the century, demand arose for closer professional ties between provincial groups of architects in Canada. This led to the formation in 1907 of a national organization, the Institute of Architects of Canada. The organization was incorporated under the name “The Architectural Institute of Canada” by act of the Dominion Parliament on June 16, 1908. The new Institute formed an alliance with its British counterpart, the Royal Institute of British Architects. In 1909, after receiving permission to adopt the prefix “Royal,” the Canadian organization became known as the Royal Architectural Institute of Canada (RAIC).

Over the next 80 years, architectural associations developed in all other provincial jurisdictions of the country.

The Royal Architectural Institute of Canada (RAIC)

After operating as a federation of provincial licensing organizations, the RAIC became a voluntary national professional organization in 1980. Its current vision and mission are as follows:

Vision:
To build awareness and appreciation of the contribution of architecture to the physical well-being and cultural development of Canada.

Mission:
The Royal Architectural Institute of Canada is the leading voice of architecture in Canada.

The RAIC’s mission is:
- To affirm that architecture matters;
- To celebrate the richness and diversity of architecture in Canada; and
- To support architects in achieving excellence.

The role of the RAIC is to:
- act as a national forum;
- To provide practice support and leading-edge professional development for architects.
• disseminate leading work in the field of architecture and architectural practice;
• encourage critique and debate;
• recognize excellence;
• facilitate communication among the professional associations and link the profession at the local level to a national and international network for information-sharing and advancement of professional issues.

The RAIC fulfils this role by running programs which span the full spectrum of design, technology transfer, and practice:

• Publications: the RAIC publishes technical and practice-oriented publications, newsletters, and directories including electronic publications;
• Practice Support: develops and maintains standard forms of contract for architectural services and updates and publishes the Canadian Handbook of Practice for Architects;
• Symposia: the RAIC organizes national roundtables and regional events;
• Lobbying: the RAIC lobbies the federal government and other client groups to protect the professional interests of all architects in Canada;
• International Relationships: the RAIC develops relationships with U.S. and Mexican architectural associations to enable members to take fuller advantage of NAFTA; the RAIC is the Canadian member section within the International Union of Architects or Union internationale des architectes (UIA); and, the RAIC shares information with other international architectural associations and facilitates discussion on mutual recognition with various multi-lateral organizations;
• Festival of Architecture: the RAIC organizes the annual Festival of Architecture which provides professional development courses and a forum for architectural issues and promotes public awareness of architecture;
• Member services: the RAIC provides discounts on professional publications and tools, professional tours, and a website for posting jobs and résumés;
• Awards: the RAIC recognizes excellence within the profession through the Governor General’s Medals in Architecture, the RAIC Gold Medal, the Allied Arts Medal, and the RAIC Awards of Excellence and other awards;

• Career Development: the RAIC encourages the next generation of architects through the RAIC Student Medals, the RAIC Honour Roll, and the RAIC Syllabus Program.

The RAIC College of Fellows

The mission of the RAIC College of Fellows, founded in 1941, is to strengthen and reinforce efforts of the Institute in its endeavour to enhance and develop the profession of architecture.

The College of Fellows formally recognizes members and distinguished laypersons who have made outstanding contributions to the profession. Fellowship in the RAIC is an honour conferred on members singled out for their contribution to research, scholarship, public service or professional standing to the good of architecture in Canada, or elsewhere. The Investiture of Fellows, or the induction ceremony, is normally held at a convocation of the College during the RAIC’s festival or conference.

The College also oversees the Institute’s Honours and Awards Program.

The RAIC Foundation

The RAIC Foundation was established in 1964 as a charitable organization to receive tax-exempt financial contributions from RAIC members and the public at large. The foundation, which is a responsibility of the RAIC College of Fellows, has the following objectives:

• to promote and increase the knowledge, skill, and proficiency of the profession;
• to provide grants for research by Canadians or to undertake research in Canada in the field of architecture and in allied arts and sciences;
• to provide scholarships, bursaries, and fellowships to Canadian architects and Canadian architectural students.
Other National Organizations

The Canadian Architectural Certification Board (CACB)

Refer also to Chapter 1.1.4, Admission to the Profession, for a description of the composition and role of the Canadian Architectural Certification Board (CACB).

In 1976, recognizing the need for common professional standards, the registration or licensing authorities of nine provincial associations established the CACB. Its purpose was to assess and certify the academic qualifications of individuals who hold a professional degree or diploma in architecture and intend to apply for registration/licence. The Ordre des architectes du Québec joined the CACB in 1991.

The CACB now provides the following services:

- certification of the academic qualifications of candidates for admission to the profession;
- accreditation of the programs offered by the Canadian university schools of architecture.

The CACB is a not-for-profit corporation, whose members include the provincial and territorial licensing authorities, maintains an office in Ottawa.

The Canadian Council of University Schools of Architecture (CCUSA)

The Canadian Council of University Schools of Architecture (CCUSA) is a coordinating committee of the Canadian schools of architecture. It is comprised of the heads (or designates) from each of the eleven universities offering professional degrees in architecture. The CCUSA meets semi-annually to coordinate academic matters of national interest and offer a platform for collaboration and coordination among the eleven schools.

The Council Chair sits as a representative to the RAIC Board of Directors. The CCUSA also selects one of its members or former members to be Canadian Director on the Board of the Association of Collegiate Schools of Architecture. A founding partner of the Canadian Architectural Certification Board, the CCUSA makes an annual financial contribution to the CACB’s operating budget and directly appoints three of its members.

Self-Regulation

Under the provision of the Constitution Act, the licensing and regulation of architects is carried out under provincial mandate. Architects, like other professionals (such as doctors, lawyers, accountants, engineers), are self-governing and self-regulating. The provincial and territorial legislatures or parliaments have enacted legislation or “Architects Acts” which establish associations of architects, enabling these associations to admit members. This privilege is granted in exchange for safeguarding the public.

By contrast, in some other countries, licensing is controlled by government bodies rather than by self-regulating organizations. For example, in the United States, state government agencies license and regulate professionals.

Provincial and Territorial Associations of Architects

The provincial and territorial associations of architects have been established by provincial or territorial statute.

Refer to the chart at the end of this chapter for a list of these associations. On the reverse side is a chart showing the respective enabling legislation for each association.

In this Handbook, “provincial association” is also used to refer to the Ordre des architectes du Québec (OAQ). This name and acronym have not been translated into English.

The provincial and territorial associations are governed by councils which may make regulations and/or bylaws, subject to the Lieutenant-Governor-in-Council, concerning the following matters:

- admission standards, including education, practical experience, and examination (refer to Chapter 1.1.4, Admission to the Profession);
- codes of conduct and ethics;
- professional standards of practice and performance;
- discipline of members for professional misconduct;
- licensing requirements, including temporary licences, Certificates of Practice;
• authority to administer a program of liability protection for the public;
• the operation of the governing council and the election of the council;
• committees and their operation;
• other matters related to the advancement of the profession and the practice of architecture.

Although the provincial and territorial licensing authorities (architectural associations) may be involved in other activities, including advocacy and promotion of the profession, their primary purpose remains the licensing of architects to ensure their competency and ability to provide proper professional services to the public.

In Québec, “The Professional Code” establishes the “Office des professions du Québec” which oversees and regulates all of the professional orders of Québec (professional associations), including the “Ordre des architectes du Québec” (OAQ).

There is a trend in Canada to separate the role of advocacy from regulation of the profession. The role of advocacy and promotion of the profession is sometimes undertaken by organizations other than the licensing authority. For example, in Québec the Association of Architects in Private Practice of Québec (AAPPQ) is an organisation independent of the Ordre des architectes du Québec (OAQ) created to promote the profession. The AAPPQ develops a fee schedule for architectural services and forms of contract for use in Québec. In Alberta, the newly created RAIC Alberta Chapter focuses on advocacy within the province and in Newfoundland the provincial government is creating two corporate bodies: Newfoundland and Labrador Architectural Licensing Board and Newfoundland and Labrador Association of Architects (NLAA). The Licensing Board will regulate the practice of architecture, whereas the Association will act as an advocate for the profession.

Reference

List: Provincial and Territorial Associations of Architects

Architectural Institute of British Columbia
100-440 Cambie Street
Vancouver, BC V6B 2N5
Tel: (604) 683-8588
Fax: (604) 683-8568
E-mail: aibc@aibc.ca
www.aibc.bc.ca

Alberta Association of Architects
Duggan House Building
10515 Saskatchewan Drive
Edmonton, AB T6E 4S1
Tel: (403) 432-0224
Fax: (403) 439-1431
E-mail: info@aaa.ab.ca
www.aaa.ab.ca

Saskatchewan Association of Architects
642 Broadway Avenue, Suite 200
Saskatoon, SK S7N 1A9
Tel: (306) 242-0733
Fax: (306) 664-2598
E-mail: saa@link.ca
www.saa.sk.ca

Manitoba Association of Architects
137 Bannatyne Avenue, 2nd Floor
Winnipeg, MB R3B 0R3
Tel: (204) 925-4620
Fax: (204) 925-4624
E-mail: info@mbarchitects.org
www.mbarchitects.org

Ontario Association of Architects
111 Moatfield Drive
Toronto, ON M3B 3L6
Tel: (416) 449-6898
Fax: (416) 449-5756
E-mail: oaamail@oaa.on.ca
www.oaa.on.ca

Architects’ Association of New Brunswick / Association des architectes du Nouveau-Brunswick
36 Maple Avenue
Sussex, NB E4E 2N5
Tel: (506) 433-5811
Fax: (506) 432-1122
E-mail: inquiries@aanb.org
www.aanb.org

Nova Scotia Association of Architects
1359 Barrington Street
Halifax, NS B3J 1Y9
Tel: (902) 423-7607
Fax: (902) 425-7024
E-mail: info@nsaa.ns.ca
www.nsaa.ns.ca

Architects’ Association of Prince Edward Island
P.O. Box 1766
Charlottetown, PE C1A 7N4
Tel: (902) 368-4999
www.aapei.com

Newfoundland and Labrador Association of Architects
P.O. Box 5204
St. John’s, NF A1C 5V5
Tel: (709) 726-8550
Fax: (709) 726-1549
E-mail: nlaa@nf.sympatico.ca
www.newfoundlandarchitects.com

Northwest Territories Association of Architects
P.O. Box 1394
Yellowknife, NT X1A 2P1
Tel: (867) 766-4216
Fax: (867) 873-3654
E-mail: nwtaa@york.com
www.nwtaa.ca

Ordre des architectes du Québec
1825 boul. René Lévesque O.
Montréal, QC H3H 1R4
Tel: (514) 937-6168
Fax: (514) 933-0242
E-mail: info@oaq.com
www.oaq.com
## Architectural Institute of British Columbia (AIBC)
- **Established:** 1920
- **Enabling Legislation:** Architects Act of British Columbia, RSBC 1997
- **Number of Members:** 1,199 resident, 318 non-resident
- **Composition of Council:** 10 members, 1 director from UBC School of Architecture or designate, 4 government appointees, 1 intern, 1 building designer, 1 interior designer and 1 architectural technologist

## Alberta Association of Architects (AAA)
- **Established:** 1906
- **Enabling Legislation:** Architects Act, RSA 1985
- **Number of Members:** 500 resident, 325 non-resident
- **Composition of Council:** 10 registered members, 1 government appointee, 1 licensed interior designer, 1 university appointee

## Saskatchewan Association of Architects (SAA)
- **Established:** 1911
- **Enabling Legislation:** The Architects Act, RSS 1996
- **Number of Members:** 82 resident, 119 non-resident
- **Composition of Council:** 8 registered members, 2 government appointees

## Manitoba Association of Architects (MAA)
- **Established:** 1914
- **Enabling Legislation:** The Architect’s Act, RSM 1987
- **Number of Members:** 150 resident, 120 non-resident
- **Composition of Council:** 8 registered members, 1 university and 2 government appointees and 2 interns

## Ontario Association of Architects (OAA)
- **Established:** 1889
- **Enabling Legislation:** Architects Act, RSO 1990
- **Number of Members:** 2,225 resident and 355 non-resident
- **Composition of Council:** 15 members including government appointees

## Ordre des architectes du Québec (OAQ)
- **Established:** 1890
- **Enabling Legislation:** Architects Act, RSQ 1994
- **Number of Members:** 2,587 resident, 202 non-resident
- **Composition of Council:** 13 members, 3 government appointees

## Association des architectes en pratique privé au Québec (AAPPQ)
- **Established:** 1977
- **Number of Firms:** 360
- **Composition of Executive Committee:** 5 members

## Architects’ Association of New Brunswick (AANB)
- **Established:** 1933
- **Enabling Legislation:** An Act Respecting the Architects’ Association of New Brunswick, RSNB 1987
- **Number of Members:** 75 resident, 106 non-resident
- **Composition of Council:** 7 registered members

## Nova Scotia Association of Architects (NSAA)
- **Established:** 1932
- **Enabling Legislation:** The Architects Act, RSNS 2006
- **Number of Members:** 153 resident, 50 non-resident
- **Composition of Council:** 7 licensed architects 1 university appointee

## Architects Association of Prince Edward Island (AAPEI)
- **Established:** 1988
- **Enabling Legislation:** Architects Act, RSPEI 1990
- **Number of Members:** 15 resident, 49 non-resident
- **Composition of Council:** 5 registered members

## Newfound and Labrador Architectural Licening Board (NLALB)
- **Established:** 2009
- **Enabling Legislation:** Architects Act
- **Number of Licence Holders:** 34 resident and 26 non-resident
- **Composition of Board:** 5 elected NLAA members plus 2 appointed lay persons.

## Newfoundland and Labrador Association of Architects (NLAA)
- **Established:** 1949
- **Enabling Legislation:** Architects Act
- **Number of Members:** Licence holders automatically become members of the NLAA
- **Composition of Council:** 5 members

## Northwest Territories Association of Architects (NWTTAA)
- **Established:** 2001
- **Enabling Legislation:** Architects Act, SNWT 2001, c.10
- **Number of Members:** 20 resident, 16 non-resident
- **Composition of Council:** 6 registered architects and 1 public member appointed by the government

### Notes:
1. Membership numbers are for the year 2008. This information provides a comparison of the size of each association.
2. The number of members refers to registered or licensed architects, not the total number of members.
List and Vital Statistics: National Architectural Organizations

Canadian Architectural Certification Board (CACB)
1 Nicholas Street, Suite 710
Ottawa, Ontario K1N 7B7
Tel.: (613) 241-8399
Fax: (613) 241-7991
Email: info@cacb.ca
www.cacb-ccca.ca
Established: 1977

Composition of the Board:
The CACB Board has up to eleven members and consists of:
• Up to three (3) registered architects representing the licensing authorities. These individuals are appointed by the Canadian Architectural Licensing Authorities (CALA).
• Up to three (3) architectural educators appointed by the Canadian Council of University Schools of Architecture (CCUSA).
• Up to three (3) registered architects representing the practice and teaching of architecture appointed jointly by CCUSA and CALA.
• Up to two (2) students representing the Canadian Architecture Students Association (CASA) or its successor.
The board elects a president annually.

Royal Architectural Institute of Canada (RAIC)
55 Murray Street, Suite 330
Ottawa, Ontario K1N 5M3
Tel: (613) 241-3600
Fax: (613) 241-5750
www.raic.org
Established: 1907
Number of Members: 3,800 members in 2008

Composition of Board:
12 representatives:
• the president;
• The first vice-president and president elect;
• 7 regional directors;
• the chancellor of the College of Fellows;
• the chair of the CCUSA;
• the past-president.
The president is elected annually from the board of directors by the board.
# Charts: Comparison of Practice Requirements of Each Provincial or Territorial Association

The following comparisons contain excerpts from provincial and territorial Architects Acts. Please refer to the full text for a complete understanding of the legislation.

5A: Comparison of Provincial Requirements regarding the RIGHT or AUTHORITY to Practise Architecture  
5B: Comparison of Provincial Requirements regarding PROFESSIONAL LIABILITY INSURANCE  
5C: Comparison of Provincial Requirements regarding PARTNERSHIPS  
5D: Comparison of Provincial Requirements regarding the OWNERSHIP and STRUCTURE OF CORPORATIONS which Practise Architecture  
5E: Comparison of Provincial Requirements for the NAME of an Architectural Practice  
5F: Comparison of Provincial Requirements/Guidelines regarding the APPLICATION of SEALS
Chart 5A: Comparison of Provincial or Territorial Requirements regarding the RIGHT or AUTHORITY to Practise Architecture

The following comparisons contain excerpts from provincial architects acts and rules. Please refer to the full text for a complete understanding of the legislation.

<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>Requirement to Practise Architecture</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIBC</td>
<td>registration and Certificate of Practice; registration of practices</td>
</tr>
<tr>
<td>AAA</td>
<td>registration and Annual Certificate</td>
</tr>
<tr>
<td>SAA</td>
<td>registration and Licence to Practice Architecture</td>
</tr>
<tr>
<td>MAA</td>
<td>registration of firm for all architectural partnerships, groups of members, or sole proprietors; and Certificate of Approval for architectural corporations and joint A/E firms and corporations [Note: Certificate of Authorization from the Professional Engineers of Manitoba is also required for joint A/E firms and corporations]</td>
</tr>
<tr>
<td>OAA</td>
<td>licence and Certificate of Practice [Note: Certificate of Authorization is required from the Professional Engineers of Ontario if practice is providing engineering services]</td>
</tr>
<tr>
<td>OAQ</td>
<td>registration</td>
</tr>
<tr>
<td>AANB</td>
<td>registration and Certificate of Practice</td>
</tr>
<tr>
<td>NSAA</td>
<td>registration: Corporate Permit (for Partnerships and Corporations)</td>
</tr>
<tr>
<td>AAPEI</td>
<td>registration and Certificate of Practice</td>
</tr>
<tr>
<td>NLALB</td>
<td>registration, and for partnerships or corporations only, a Certificate of Approval</td>
</tr>
<tr>
<td>NWTAA</td>
<td>registration, and Certificate to Practice; registration of firm and Permit to Practice</td>
</tr>
</tbody>
</table>
### Chart 5B: Comparison of Provincial or Territorial Requirements regarding PROFESSIONAL LIABILITY INSURANCE

The following comparisons contain excerpts from provincial or territorial Architects Acts and rules. Please refer to the full text for a complete understanding of the legislation.

<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>Requirement for Professional Liability Insurance</th>
</tr>
</thead>
</table>
| AIBC                   | • recommends coverage of $250,000 per claim and $500,000 annual aggregate  
                        | • Certificate of Practice holder must notify client in writing whether or not professional liability insurance is held and under what terms (Bulletin 66) |
| AAA                    | • no current requirement |
| SAA                    | • no current requirement |
| MAA                    | • corporations and joint A/E firms and corporations must have minimum coverage of $250,000  
                        | • Act permits establishment of a Professional Liability Claims Fund (none established to date) |
| OAA                    | • mandatory Professional Liability Insurance for all Certificates of Practice through ProDemnity Insurance Company if office is in Ontario; otherwise, proof of PL coverage to same limits  
                        | • minimum coverage $250,000 per claim |
| OAQ                    | • all architects having their own practice must contribute to the professional liability insurance fund of the OAQ (Fonds d’assurance de la responsabilité professionnelle)  
                        | • minimum coverage $1,000,000 per claim (annual aggregate $2,000,000) |
| AANB                   | • Mandatory professional liability insurance coverage for all Certificate of Practice holders. Minimum coverage - $250,000 per claim ($500,000 aggregate) |
| NSAA                   | • Mandatory professional liability insurance coverage of at least $250,000 per claim, with aggregate coverage of at least $500,000. |
| AAPEI                  | • no current requirement |
| NLALB                  | • all resident and non-resident Certificates of Approval require professional liability insurance |
| NWTAA                  | • no current requirement |
### Chart 5C: Comparison of Provincial or Territorial Requirements regarding PARTNERSHIPS

The following comparisons contain excerpts from provincial and territorial architects acts and rules. Please refer to the full text for a complete understanding of the legislation.

<table>
<thead>
<tr>
<th>Provincal Association</th>
<th>Requirement for Partnerships</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIBC</td>
<td>65. (1) A member, architectural firm or licensee must not practise architecture in partnership with a person not entitled to practise architecture, or make an agreement or arrangement or do an act that will enable the person to practise architecture contrary to this Act. &lt;br&gt;(Architects Act) &lt;br&gt;(2) A person registered or licensed under this Act may enter into a partnership with a professional engineer registered under the laws of British Columbia for the practice of the person’s profession. &lt;br&gt;(Architects Act)</td>
</tr>
<tr>
<td>AAA</td>
<td>33(1) A registered architect may practise architecture as a partner in a partnership only if the partnership meets all of the following requirements: &lt;br&gt;(a) one or more registered architects or architects corporations hold &lt;br&gt;(i) more than 50% of the interest in the partnership, or &lt;br&gt;(ii) not less than 50% of the interest in the partnership, if the remainder of the interest in the partnership is held by licensed interior designers or professional engineers, or both; &lt;br&gt;(b) the partners in the partnership who are not authorized entities &lt;br&gt;(i) do not engage in the practice of architecture; &lt;br&gt;(ii) are of good character, and &lt;br&gt;(iii) are satisfactory to the Council. &lt;br&gt;33(3) Subject to section 3 of the Act and notwithstanding subsection (1), a registered architect may enter into a partnership with one or more engineers or engineers firms, as those terms are defined in Section 17 of the Act.</td>
</tr>
<tr>
<td>SAA</td>
<td>13.01 Where a firm other than a corporation is constituted for the practice of architecture the majority of the principals of the firm must be members of the Association. &lt;br&gt;(Bylaws) &lt;br&gt;“firm” means a person or body that carries on the practice of architecture and includes an architect, a partnership and a licensed corporation (Bylaws – 1.01.5); &lt;br&gt;“partnership” means an association of authorized entities or authorized entities and other persons that carry on the practice of architecture, whether on a full-time, part-time or limited basis (Bylaws – 1.01.6).</td>
</tr>
<tr>
<td>MAA</td>
<td>15(1) No person or firm is entitled to practise as an architect in Manitoba, or to take or use in Manitoba the designation “architect” or “architects”, either alone or in combination with any other words or any name, title, or description, implying that he or they is or are an architect or architects unless the person or each member of the firm is a member of the association in good standing and registered as such. &lt;br&gt;(Architects Act) &lt;br&gt;16(1) Despite subsections 15(1) and 25(2) a corporation or firm that does not meet the requirements of subsection 15(1) or 15(2) may practise architecture in its own name, and may use the designation “architect”, “architects” or other words implying that it is practising architecture, if &lt;br&gt;(a) the corporation or firm holds a valid certificate of approval; &lt;br&gt;(b) the professional liability insurance or alternative coverage of its practice of architecture meets the requirements prescribed by the council; and &lt;br&gt;(c) its practice of architecture is carried on by or under the direct personal supervision of one or more registered architects who have professional responsibility for the practice and are shareholders, members or permanent employees of the corporation or firm. &lt;br&gt;(Architects Act)</td>
</tr>
</tbody>
</table>
### Provincial Association | Requirement for Partnerships
---|---
**MAA** | 13.6 (2) An application for a Certificate of Approval allowing a Joint Architectural and Engineering Firm to practice architecture shall be made to Council, in the form approved by Council. The application shall be accompanied by the following:

(a) evidence, satisfactory to Council, that the practice of architecture will be carried on by or under the direct personal supervision, and will be the responsibility of, one or more permanent employees or partners who are Registered Members;

(b) evidence, satisfactory to Council, that all of the partners of the Firm are:

(i) Professional Engineers; or

(ii) Professional Engineers and Registered Members;

(c) evidence, satisfactory to Council, that the primary and customary business of the Firm will be both the practice of architecture and the practice of professional engineering;

(d) evidence, satisfactory to Council, that the Joint Architectural and Engineering Firm has professional liability insurance in such minimum amounts and containing such terms and conditions as may be prescribed from time to time by Council;

(e) evidence, satisfactory to Council, that the Joint Architectural and Engineering Firm holds a Certificate of Authorization from the Association of Professional Engineers and Geoscientists of the Province of Manitoba. *(By-Laws)*

**OAA** | 15(1) The Registrar shall issue a certificate of practice to a partnership of members of the Association that applies thereof in accordance with the regulations and that proposes to engage in or hold itself out as engaging in the practice of architecture.

(2) The Registrar shall issue a certificate of practice to a partnership of members of the Association of Professional Engineers of Ontario that applies thereof in accordance with the regulations and that,

(a) holds a certificate of authorization; and

(b) employs at least one member of the Association who will personally supervise and direct the practice of architecture by the partnership.

(3) The Registrar shall issue a certificate of practice to a partnership of one or more members of the Ontario Association of Architects and one or more members of the Association of Professional Engineers of Ontario that holds a general certificate of authorization and that applies in accordance with the regulations and that proposes to engage in or hold itself out as engaging in the practice of architecture. *(Architects Act)*

**OAQ** | A “partnership of architects” is the only recognized partnership in Québec

**AANB** | 13(3) Members or licensees may practice architecture in a name other than their own and conduct their business as a partnership with members, licensees, engineers or other individuals, or with corporations meeting the requirements of paragraphs 13(4) (a) and (c) if

(a) at least two thirds of the partners who are individuals are architects or engineers and at least one of whom is an architect;

(b) one of the principal and customary functions of the partnership is the practice of architecture;

(c) the practice of architecture is carried out under the responsibility and supervision of an architect who is a partner, an employee of the partnership or an officer, director or employee of a corporate partner; and

(d) the partnership holds a valid Certificate of Practice. *(Architects Act)*

**NSAA** | 22(1) A person must not enter into partnership to practise architecture with any person who is not a licensed architect, unless the other person is a person authorized to practise or to apply engineering under the Engineering Profession Act, or a person referred to in subsection (2).

(2) A person who is not a licensed architect but who, on February 1, 1968, was a member of a partnership engaged in the practice of architecture and duly registered under the Partnerships and Business Names Registration Act may continue to be a partner in that partnership until the dissolution of the partnership, or may enter into partnership with any of the licensed architects with whom they may become associated, but the person is not entitled to practise architecture unless that person holds a licence or is acting under the responsible control of a licensed architect.
### Provincial Association | Requirement for Partnerships
---|---
**AAPEI**<br>(3) Members or licensees may practise architecture in a name other than their own and conduct business as a partnership with other members, licensees or other individuals, or with corporations meeting the requirements of clauses (4) (a) and (c) if<br><br>(a) at least one of the individual partners is an architect having an interest in the partnership of not less than that of any other individual or corporate partner;<br><br>(b) one of the principal and customary functions of the partnership is the practice of architecture;<br><br>(c) the practice of architecture is carried out under the responsibility and supervision of an architect who is a partner, or an officer or director of a corporate partner; and<br><br>(d) the partnership holds a valid certificate of practice.<br>(Architects Act)<br><br>**NLALB**<br>24 (1) The Council shall issue a Certificate of Approval to a resident partnership or firm where Council is satisfied in writing that<br><br>(a) one of the principal and customary functions of the partnership or firm is to practise architecture;<br><br>(b) the practise of architecture is the responsibility of, and is carried out under the supervision of, a partner in the partnership, or a principal of the firm who is registered or licensed to practise architecture in the province; and<br><br>(c) two-thirds of the partners of the partnership or two-thirds of the principals of the firm are qualified to practise in the design professions.<br>Note: “Design profession” includes the professional practice of architecture or engineering, landscape architecture, town planning, environment planning, interior design and related professions but does not include the practice of drafting.<br>(Architects Act)<br><br>**NWTAA**<br>“firm” includes a partnership, corporation or association of persons.
# Chart 5D: Comparison of Provincial or Territorial Requirements regarding the OWNERSHIP and STRUCTURE OF CORPORATIONS which Practise Architecture

The following comparisons contain excerpts from provincial architects acts and rules. Please refer to the full text for a complete understanding of the legislation.

<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>REQUIREMENTS FOR CORPORATIONS which practise architecture</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIBC</td>
<td>• incorporated under the Company Act and in good standing,</td>
</tr>
<tr>
<td></td>
<td>• majority of each class of voting shares is legally and beneficially owned by architects,</td>
</tr>
<tr>
<td></td>
<td>• majority of directors are architects,</td>
</tr>
<tr>
<td></td>
<td>• CEO is an architect,</td>
</tr>
<tr>
<td></td>
<td>• all persons practising on behalf of corporation are under direct supervision of an architect who is a continuing employee or shareholder,</td>
</tr>
<tr>
<td></td>
<td>• corporations of engineers and architects also permitted (similar rules apply),</td>
</tr>
<tr>
<td></td>
<td>• transfer of voting rights to non-architects not permitted if majority control would be altered,</td>
</tr>
<tr>
<td></td>
<td>• Certificate of Practice required (Architects Act)</td>
</tr>
</tbody>
</table>

| AAA                    | • the Articles of Incorporation must be approved by Council and must contain 5 required clauses (see Section 10 of the General Regulation); |
|                        | • the name of the corporation must meet the established requirements (see section 27 of the General Regulation) |
|                        | • the corporation must have one or more full-time permanent employees or shareholders who are registered architects who will assume direct personal supervision, direction and control of the practice of architecture in which the corporation proposes to engage; |
|                        | • the beneficial ownership of more than 50% of the corporations voting shares must be vested in one or more registered architects, one or more architect-held corporations, or a combination of registered architects and architect-held corporations; |
|                        | • if the beneficial ownership includes interior designer and/or engineers then 50% of the voting shares must be held by one or more registered architects; |
|                        | • a majority of the directors and officers of the corporation must be registered architects |
|                        | • any shareholders of the corporation who are not registered architects, licensed interior designers or professional engineers must be of good character and satisfactory to the Council; (Architects Act General Regulation Section 10-12) |

<p>| SAA                    | A corporation shall only be granted a license to practice architecture and shall only retain such license where: |
|                        | .1 one of its principal and customary functions is to practice architecture and the practice is to be conducted under the supervision of a member or members of the Association who is or are employed by the corporation and who individually assume the function of and are responsible as members for architectural services performed, notwithstanding their employment with the corporation; |
|                        | .2 the personal seal or stamp of a member or members of the Association and not the seal of the corporation must be used to stamp any required drawings; |
|                        | .3 the name of the corporation shall not be worded in such a manner that it might mislead the public; |
|                        | .4 the provisions of all incorporating documents (whether Memorandum of Association, Articles of Association, Letters Patent or Articles of Incorporation) and bylaws of the corporation and any alterations or amendments thereto are filed with and approved by council; |
|                        | .5 one of the directors must be a member of the Association; |
|                        | .6 the control of the corporation shall be vested in members of the Association and, without limiting the generality of the foregoing, at least 51% of the voting shares of the corporation shall be beneficially and absolutely held by members of the Association; and |
|                        | .7 a member shall not enter into any agreement transferring voting rights in the member’s shares in the corporation to a person who is not a member. (Bylaw - 12.01) |
|                        | The corporation shall file with council any and all proposed alterations or amendments to its incorporating documents or bylaws or to its corporate structure, including any unanimous shareholder agreement pertaining thereto, and shall obtain the approval of council thereto before effecting any such change. (12.02) |
|                        | The corporation shall at all times be maintained in good standing with the Director of Corporations and shall, once every year, file with the council a certified copy of the annual return required to be filed with the Director of Corporations. (12.03) |</p>
<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>REQUIREMENTS FOR CORPORATIONS which practise architecture</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAA</td>
<td>Notwithstanding anything herein above contained, the council may reject or revoke any application for a license to practice architecture or a renewal thereof where the corporation has failed to comply with or has subsequently violated any provisions of this bylaw or if the corporation has been guilty of conduct which, in the sole judgment of the council, is inimical to the best interest of the public or the profession of architecture in Saskatchewan. (12.04)</td>
</tr>
<tr>
<td></td>
<td>Where a corporation is but a partner in a firm, whether with other corporation or with individuals, the provisions of this bylaw shall apply to such corporation. (12.05)</td>
</tr>
<tr>
<td></td>
<td>A corporation shall have its license to practice architecture suspended or revoked where any member of the Association who is a director or shareholder of the corporation has been suspended from membership in the Association or whose membership has been revoked under sections 28, 29, 30 or 31 of the Act; provided that council may, at its discretion, continue or reinstate the license of the corporation upon such terms and conditions as the council sees fit. (12.06)</td>
</tr>
<tr>
<td>MAA</td>
<td>• practice is under direct supervision and control of a permanent employee or shareholder who is a registered member,</td>
</tr>
<tr>
<td></td>
<td>• majority of voting shares are owned by registered members of the MAA and/or APEGM,</td>
</tr>
<tr>
<td></td>
<td>• majority of directors are registered members of the MAA and/or APEGM,</td>
</tr>
<tr>
<td></td>
<td>• at least one officer is a registered member,</td>
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<tr>
<td></td>
<td>• primary and customary business is the practice of architecture or the practice of engineering and architecture,</td>
</tr>
<tr>
<td></td>
<td>• liability insurance in minimum amounts and under terms and conditions as prescribed by Council,</td>
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<tr>
<td></td>
<td>• corporation has a Certificate of Practice from the association (and joint A/E corporation must also hold a Certificate of Authorization from APEGM),</td>
</tr>
<tr>
<td></td>
<td>• Certificate of Approval required/Corporation or Joint A/E Corporation stamp issued. (Architects Act and By-Laws)</td>
</tr>
<tr>
<td>OAA</td>
<td>• majority of directors are members of OAA or members of Professional Engineers of Ontario</td>
</tr>
<tr>
<td></td>
<td>• majority of each class of shares owned by members of OAA or PEO,</td>
</tr>
<tr>
<td></td>
<td>• non-architects owning shares must be full-time employees,</td>
</tr>
<tr>
<td></td>
<td>• primary function is to engage in practice of architecture,</td>
</tr>
<tr>
<td></td>
<td>• one director or full-time employee must be a member who will personally supervise and direct the practice of architecture,</td>
</tr>
<tr>
<td></td>
<td>• no person (non-architect or non-engineer) may own, directly or indirectly, or exercise control or direction, or beneficially own, directly or indirectly, shares of any class together with another shareholder or other shareholders exercise control over more than 49% of any class of shares;</td>
</tr>
<tr>
<td></td>
<td>• joint shares between member and non-member are deemed to be owned by a non-member,</td>
</tr>
<tr>
<td></td>
<td>• “associated with another shareholder” means:</td>
</tr>
<tr>
<td></td>
<td>• one shareholder is a corporation of which the other shareholder is an officer or director,</td>
</tr>
<tr>
<td></td>
<td>• one shareholder is a partnership of which the other shareholder is a partner,</td>
</tr>
<tr>
<td></td>
<td>• one shareholder is a corporation controlled directly or indirectly by the other shareholder,</td>
</tr>
<tr>
<td></td>
<td>• both shareholders are corporations controlled by the same individual that controls the other shareholder,</td>
</tr>
<tr>
<td></td>
<td>• both shareholders are members of a voting trust relating to the shares of a corporation,</td>
</tr>
<tr>
<td></td>
<td>• control means 50% of shares are held for the benefit of one person or corporation. (Architects Act 14 &amp; 21)</td>
</tr>
<tr>
<td>OAQ</td>
<td>In Québec, the Ordre des architectes du Québec (OAQ) is in the process of changing its regulations to permit architects to incorporate. As of 2009, a company cannot practice architecture; only individuals, partnerships or consortia can practise architecture.</td>
</tr>
<tr>
<td>AANB</td>
<td>• one of the principal functions of the corporation or of each corporate partner is the practice of architecture,</td>
</tr>
<tr>
<td></td>
<td>• the practice of architecture is carried out under the responsibility and supervision of a director, officer or employee who is an architect,</td>
</tr>
<tr>
<td></td>
<td>• at least two-thirds of the directors of the corporation or of each corporate partner are architects or engineers and at least one of whom, for each corporation, is an architect, and the majority of the issued shares of each class of voting shares are beneficially owned by and registered in the name of the architects and engineers,</td>
</tr>
<tr>
<td></td>
<td>• Certificate of Practice required. (Architects Act)</td>
</tr>
<tr>
<td>Provincial Association</td>
<td>REQUIREMENTS FOR CORPORATIONS which practise architecture</td>
</tr>
<tr>
<td>-----------------------</td>
<td>---------------------------------------------------------</td>
</tr>
</tbody>
</table>
| **NSAA**              | 23. The majority of the issued voting shares of the corporate entity, representing voting control of the corporate entity, are beneficially owned by 1 or more licensed architects;  
• a majority of the directors and officers of the corporate entity are licensed architects;  
• any person who practises architecture on behalf of the corporate entity is a licensed architect;  
Corporate Permit required  
(2) Issued voting shares of a corporate entity may be legally and beneficially owned by another corporate entity, if  
(a) all of the issued voting shares of the other corporate entity are legally and beneficially owned by one or more licensed architects, or a by a trust of which each of the trustees and beneficiaries is a licensed architect; and  
(b) the majority of the officers and directors are licensed architects. |
| **AAPEI**             | • one of the principal and customary functions of the corporation or each corporate partner is the practice of architecture,  
• practice of architecture carried out under the responsibility and supervision of a director, officer or employee who is an architect,  
• at least one director and each corporate partner is an architect and is the beneficial and registered owner of no fewer of each class of voting shares than the number of such shares held by any other shareholder or director,  
• Certificate of Practice required.  
NON-RESIDENT Corporations  
• two-thirds of the partners, principals or directors must be architects,  
• majority of issued shares of each class of voting shares beneficially owned and registered in the name of architects. (Architects Act) |
| **NLALB**             | • one of principal and customary functions is the practice of architecture,  
• practice of architecture carried out under the supervision of a director who is registered in the province,  
• two-thirds or more of directors qualified to practise in a design profession, if corporation has three or more directors, if less than three directors at least one must be an architect,  
• not less than 51% of shares beneficially owned and registered in the name of directors in the design professions as above, or 100% of shares are beneficially owned by architects registered in the province.  
NON-RESIDENT Corporations  
• each director who is an architect must be registered in the province. (Architects Act) |
| **NWTA**              | “firm” includes a partnership, corporation or association of persons.  
29. (1) Subject to subsection (2), the council shall approve the issuance of a permit to a firm that  
(a) applies in accordance with the bylaws;  
(b) pays the application fees required by the bylaws; and  
(c) has at least one director, partner or officer of the firm who  
(i) is an architect, restricted practitioner, or licensee,  
(ii) will serve as the professional representative of the firm, and  
(iii) will directly supervise the practice of architecture by, and the professional conduct of, the firm.  
(2) The council may not approve the issuance of a permit to a firm that is a corporation unless  
(a) it is incorporated, continued or registered under the Business Corporations Act and has filed with the Registrar of Corporations all documents required to be filed under that Act;  
(b) at least one of the directors of the corporation complies with the requirements in paragraph (1)(c); and  
(c) a function of the corporation is to engage in the practice of architecture.  
Extra-Territorial Corporation  
(3) The council shall approve the issuance of a permit to a firm incorporated or formed under the laws of another jurisdiction if the firm  
(a) is licensed or authorized to practice architecture by that jurisdiction; and  
(b) complies with the requirements in paragraphs (1)(a) to (c). (Architects Act) |
## Chart 5E: Comparison of Provincial or Territorial Requirements regarding the NAME of an Architectural Practice

The following comparisons contain excerpts from provincial or territorial Architects Acts and rules. Please refer to the full text for a complete understanding of the legislation.

<table>
<thead>
<tr>
<th>Provenal Association</th>
<th>Requirements/Restrictions for the NAME of an Architectural Practice</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIBC</strong></td>
<td>No architectural firm shall use a name which is misleading or unprofessional and all architectural firm names shall be subject to approval by Council. (Bylaw 25.1)</td>
</tr>
<tr>
<td><strong>AAA</strong></td>
<td>a) The name of a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations must include the word &quot;architect&quot; or an abbreviation, derivation or variation thereof approved by Council.</td>
</tr>
<tr>
<td></td>
<td>b) The name of a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations that engages in the practice of architecture so that its use would, in the opinion of Council, be likely to deceive or confuse the public;</td>
</tr>
<tr>
<td></td>
<td>c) The letterhead used by a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations carries on the practice of architecture shall include the word &quot;architect&quot; or an abbreviation, derivation or variation thereof approved by Council.</td>
</tr>
<tr>
<td></td>
<td>d) The name of the corporation shall not be worded in such a manner that might mislead the public (Bylaw - 12.01.3);</td>
</tr>
<tr>
<td><strong>SAA</strong></td>
<td>The name of the firm shall not be worded in such a manner that it might mislead the public (Bylaw - 13.02). The name of an architectural firm must include the word &quot;architect&quot; or an acceptable derivative (architects, architecture, architectural) as is appropriate (Practice Bulletin).</td>
</tr>
</tbody>
</table>
| **MAA**               | 15.4 a) No Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations shall carry on, in any way, business under a name or style that:
|                       | i) is the same or similar to a name being used by a Registered Member, Firm or Corporation Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations that engages in the practice of architecture so that its use would, in the opinion of Council, be likely to deceive or confuse the public;
|                       | ii) is otherwise misleading;
|                       | iii) is scandalous, obscene or immoral;
|                       | iv) indicates a superior level of practice, a special level of expertise, or compares abilities, either expressly or by implication with other Sole Proprietorships, Architectural Firms, Architectural Corporations or Partnerships of Architectural Corporations. |
|                       | b) The name or style under which a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations carries on the practice of architecture shall include the word "architect" or an abbreviation, derivation or variation thereof approved by Council. |
|                       | c) The letterhead used by a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations must indicate, either in the Firm or Corporation name, or elsewhere on the letterhead, the names of all Registered Members, and if applicable the names of all Corporations, who are:
|                       | i) partners in the Firm, and/or
|                       | ii) Directors of the Corporation. |
|                       | d) The name and a copy of the letterhead to be used by a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations in the practice of architecture shall be submitted to Council for approval prior to the Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations being entitled to practice architecture. |
|                       | 15.6 a) No Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation shall carry on, in any way, business under a name or style that:
|                       | i) is the same or similar to a name being used by a Sole Proprietorship, Architectural Firm, Architectural Corporation, Partnership of Architectural Corporations, Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation; that engages in the practice of architecture or the practice of architecture and the practice of professional engineering, as the case may be, so that its use would, in the opinion of Council, be likely to deceive or confuse the public;
|                       | ii) is otherwise misleading;
|                       | iii) is scandalous, obscene or immoral;
|                       | iv) indicates a superior level of practice, a special level of expertise, or compares abilities, either expressly or by implication, with any Sole Proprietorships, Architectural Firms, Architectural Corporations, Partnerships of Architectural Corporations, Joint Architectural and Engineering Firms or Joint Architectural and Engineering Corporations |
|                       | b) The name of a Sole Proprietorship, Architectural Firm, Architectural Corporation or Partnership of Architectural Corporations that engages in the practice of architecture may include the word "architect" or an abbreviation, |
|                       | c) The letterhead used by a Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation must indicate, either in the Firm or Corporation name, or elsewhere on the letterhead, the name of:
|                       | i) all Professional Engineers, and if applicable all Registered Members, who are partners in the Firm or Directors of the Corporation; and
|                       | ii) the Registered Members who will be professionally responsible for the practice of architecture by the Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation. (Bylaws) |

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Please refer to the full text for a complete understanding of the legislation.
<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>Requirements/Restrictions for the NAME of an Architectural Practice</th>
</tr>
</thead>
<tbody>
<tr>
<td>OAA</td>
<td>No holder of a certificate of practice, a certificate of practice issued under section 23 of the Act or a temporary licence shall use a name designation or letterhead that is, a) the same as or similar to the name of a sole proprietorship, partnership, corporation or joint venture that engages in the practice of architecture in Ontario so that its use would be likely to deceive; b) a number name. c) in the case of a corporation that does not have a number name, a name other than the name of the corporation; d) otherwise misleading; e) scandalous, obscene or immoral; or f) self-laudatory.</td>
</tr>
<tr>
<td>OAQ</td>
<td>5.03.02 The name of a partnership of architects shall include the names of the members of the Order who practise together. 5.03.03 When an architect withdraws from a partnership, his name must be removed from the partnership name except in the cases provided for in section 5.03.04. 5.03.04 When an architect withdraws from a partnership to practise alone, to join another partnership or to perform duties that are incompatible with the practice of his profession, his name must be removed from the partnership name within 6 months from his withdrawal, unless there is an agreement to the contrary. 5.03.05 Notwithstanding section 5.03.02, a partnership of architects may retain in its name the name of a deceased or retired architect for 1 year following the death or retirement, provided that the architect was a member of the partnership at the time of his death or retirement. 5.03.06 Notwithstanding section 5.03.05, the name of a partnership of architects may include the name of a deceased or retired architect provided that the architect was a member of that partnership during the 5 years preceding his death or retirement and provided that the architect, his heirs or his successors have concluded an agreement to that effect. Such agreement may be revoked for cause. (Regulations)</td>
</tr>
<tr>
<td>AANB</td>
<td>6.5.1 A holder of a Certificate of Practice shall not use a name, designation or letterhead that is a) the same as or similar to the name, designation or letterhead of a sole proprietorship, partnership, corporation or joint venture that engages in the practice of architecture in New Brunswick so that the use would be likely to deceive or confuse; b) a number name of a corporation; c) a name other than the name of the corporation; d) misleading; e) scandalous, obscene or immoral; or f) self-laudatory. 6.5.2 Styling of firm, company or corporate names and the composition of letterheads of persons applying for a Certificate of Practice shall be approved by Council. 6.5.3 Names and designations for firms or corporate names shall comply with the following: a) anonymous designations are in general acceptable. A name or designation may include the name, names or initials of a past or present member. The name, names or initials of past or present members of the Association of Professional Engineers of New Brunswick may be included; b) Firm names or designations shall not include the name or initials of individuals other than as authorized in subsection 6.5.3 (a); and c) Firm names or designations may use the word “Architect”, or any addition, abbreviation, derivation or variation thereof, and also the term “partner(s)”, “associate(s)”, “and associate(s)” or “partnership” if associates or partners in fact exist. The term “associate” or “partner” in this context means another member of the design professions. d) The design professions in this context shall include persons duly qualified in the fields of landscape architecture, community planning and interior design, but does not include technicians or technologists. Any dispute as to the meaning or eligibility shall be referred to Council, whose decision shall be final. (Bylaws)</td>
</tr>
<tr>
<td>NSAA</td>
<td>No regulation regarding selection of name.</td>
</tr>
<tr>
<td>AAPEI</td>
<td>14 (2) Members or licensees may practise architecture in a name other than their own and conduct their business as a proprietorship if… (3) Members or licensees may practise architecture in a name other than their own and conduct their business as a partnership with other members, licensees or other individuals, or with corporations meeting the requirements of clauses (a) and (c) if… (4) A corporation may practise architecture in its own name or in partnership with a member, licensee or other corporation if… (Architects Act)</td>
</tr>
<tr>
<td>NLALB</td>
<td>C.1 (a) Styling of Firm or company names and composition of letterhead shall not be such as to be misleading to the general public, and shall comply with the following requirements: 1) Any proper names appearing in the Firm Title shall be those of the constituent members of the firm. Professional designation of each constituent member must also be included in the composition of the letterhead. 2) Anonymous designations may be used for Firm or Company names in strict compliance with the Architect’s Act, provided that the principals of the Firm or Company and their designation are listed on the Firm or Company letterhead. 3) No designation shall be used which refers to the plural term (Architects, Engineers, etc.) or Associates, Partners, etc., when such do not exist. 4) The Firm name or letterhead shall not incorporate any words which would imply that offices are maintained in any other City, Province or Country when such is in fact not the case. 5) Firm titles or letterheads shall not incorporate any wording which would mislead potential clients. (Code of Professional Conduct)</td>
</tr>
<tr>
<td>NWTTAA</td>
<td>no regulation regarding the name of an architectural practice</td>
</tr>
</tbody>
</table>
# Chart 5F: Comparison of Provincial or Territorial Requirements/Guidelines regarding the APPLICATION of SEALS

The following comparisons contain excerpts from provincial or territorial Architects Acts and rules. Please refer to the full text for a complete understanding of the legislation.

<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>Requirements or Guidelines re: SEALS</th>
</tr>
</thead>
</table>
| AIBC                   | 77 (1) An architect must apply a seal, with signature and date, to letters of assurance, certificates, drawings and specifications prepared by or under the architect's supervision, direction or control if the architect practises architecture…  
78 A member of the institute or a licensee must not affix his or her seal to a plan, working drawing, detail drawing, specification or other document unless it was prepared under the supervision, direction or control of the member or licensee. (Architects Act) |
| AAA                    | 2 (2) No person except a registered architect, visiting project architect, architects corporation or architects and engineers firm shall …  
(c) affix a seal or a stamp of a registered architect or the stamp of a visiting project architect, architects corporation or architects and engineers firm, or permit that seal or stamp to be fixed, to a plan, drawing, detail drawing, specification, or other document or a reproduction of any of them unless  
(i) that plan, drawing, detail drawing, specification or other document or reproduction was prepared by or under the personal supervision, direction and control of, and  
(ii) the seal or stamp is affixed with the knowledge, consent and in accordance with the direction of the registered architect or visiting project architect to whom or the architects corporation or architects and engineers firm to which the seal or stamp was issued by the Registrar. (Architects Act) |
| SAA                    | 2.02 Every member shall have a seal, supplied by the Association, the impression of which shall contain the name of the member, the member’s registration number and place of business, and the words “Registered Architect, Saskatchewan” and the name of the Association.  
.1 The seal when affixed to drawings, shall bear the member’s signature and the date.  
.2 The seal is the property of the Association. If a person ceases to be a member of the Association, their seal shall be promptly delivered to the office of the Association. If the member is reinstated, the seal shall be returned to the member.  
.3 The practice of electronic sealing is recognized, and regulations in this bylaw shall apply to it accordingly, modified as needed to accommodate the changed format. (Bylaws) |
| MAA                    | 11.4 (b) All working drawings, specifications and the certificates involved in the practice of architecture when issued shall bear the seal and signature of the Registered Member responsible for the design as well as the date on which the seal and signature were affixed.  
(c) Whenever a Registered Member uses his/her seal, his/her signature shall appear across the seal. In the case where there is more than one name on the seal, at least one of the Registered Members named there-on shall sign the seal.  
11.5 (b) All working drawings, specifications and certificates involved in the practice of architecture which are prepared by, through or on behalf of an Architectural Corporation, Partnership of Architectural Corporations, Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation, shall bear the seal and signature of the Registered Member responsible for the design and the stamp of the Architectural Corporation or Partnership of Corporations, Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation, as well as the date on which the stamp, seal and signature were affixed.  
(c) Whenever a an Architectural Corporation, Partnership of Architectural Corporations, Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation uses its stamp, the signature of the Registered Member responsible for the design shall appear across the stamp of the Architectural Corporation, Partnership of Corporations, Joint Architectural and Engineering Firm or Joint Architectural and Engineering Corporation. (Bylaws)  
• Seals are required on working drawings, specifications, and certificates.  
• Also, seals are required on reports prepared by Corporations. |
| OAA                    | The seal and signature must be applied to “every design prepared under his or her personal supervision and direction and issued or exhibited to a person who is not a holder and is submitted as part of an application for a building permit or is used for the construction, enlargement or alteration of a building, except in the case of an open competition in which anonymity is a requirement” (Regulation 27, 42(21)) |

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OAA

- The seal and signature must be applied to “every design prepared under his or her personal supervision and direction and issued or exhibited to a person who is not a holder and is submitted as part of an application for a building permit or is used for the construction, enlargement or alteration of a building, except in the case of an open competition in which anonymity is a requirement” (Regulation 27, 42(21))
<table>
<thead>
<tr>
<th>Provincial Association</th>
<th>Requirements or Guidelines re: SEALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>OAQ</td>
<td>An architect must identify by means of his signature and seal all plans, preliminary or working specifications, work supervision reports, payment certificates, change orders, work completion certificates and experts' reports, prepared for architectural work by himself or under his immediate control and supervision. <em>(Regulation respecting the Code of Ethics 3.04.01)</em></td>
</tr>
<tr>
<td>AANB</td>
<td>15(3) Unless exempted by by-law, every member or licensee practising architecture in New Brunswick in his own name shall sign, date and affix his stamp to all designs, specifications, reports, contracts and other documents pertaining to the practice of architecture which have been prepared by the member or licensee, or under the direct supervision of the member or licensee. 15(5) Every person authorized to practice architecture under this Act who fails to sign and affix their stamp to a final construction document, as required by this section, is guilty of professional misconduct. <em>(Architects Act)</em></td>
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<tr>
<td>NSAA</td>
<td>32 Every licensed architect must have a seal of a design authorized by the regulations, and shall bear the name of the licensed architect and the words “licensed architect, Nova Scotia Association of Architects”. 33 All technical submissions prepared by a licensed architect, or under the architect's responsible control, shall be sealed with the seal of the licensed architect and signed by the licensed architect, signifying that the licensed architect was in responsible control of the content of the technical submissions and has applied the required standard of care. 34 No licensed architect may sign or seal technical submissions unless prepared by or under the responsible control of the architect, except that (a) the architect may sign or seal those portions of the technical submissions that were prepared by or under the responsible control of persons who are licensed under this Act if the architect has reviewed and adopted in whole or in part such portions and has either co-ordinated their preparation or integrated them into the architect's work; and (b) the architect may sign or seal those portions of the technical submissions that are not required by this Act to be prepared by or under the responsible control of an architect if the architect has reviewed and adopted in whole or in part such submissions and integrated them into the architect's own work. 35 Any licensed architect signing or sealing technical submissions not prepared by that architect, but prepared under that architect's responsible control by persons not regularly employed in the office where the architect is resident, shall maintain and make available to the Board upon request for at least five years following such signing and sealing, adequate and complete records demonstrating the nature and extent of the architect’s control over and detailed knowledge of such technical submissions throughout their preparation.</td>
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<tr>
<td>AAPEI</td>
<td>16. (3) Every member or licensee practising architecture in Prince Edward Island in his own name shall sign and affix his stamp to all final designs or construction documents which have been prepared by such person or under the supervision of such person. (4) Every proprietorship, partnership or corporation practising architecture in Prince Edward Island shall affix its stamp to all designs which have been prepared by the proprietorship, partnership or corporation, and have such designs signed by a member or licensee designated on the certificate of practice. (5) Every person authorized to practice architecture under this Act who fails to sign and affix their stamp to a final design or construction document, as required by this section, is guilty of professional misconduct. <em>(Architects Act)</em></td>
</tr>
<tr>
<td>NLALB</td>
<td>33.2 (2) All final drawings, specifications, plans, reports and other documents involving the practice of architecture, when issued, shall bear the signature and seal of the architect who prepared or approved them. <em>(Architects Act)</em></td>
</tr>
<tr>
<td>NWTAA</td>
<td>89.(c) The stamp shall be affixed to a document only when the professional taking responsibility is satisfied that the work has been completed to an acceptable standard. The responsible professional shall sign across the imprint of the stamp and indicate the date of the signature. 89.(g) The permit stamp shall be affixed to a document only after the professional or professionals taking responsibility have affixed their personal stamps. The officer or employee, so authorized by the Permit Holder, shall affix the stamp, sign across the imprint of the stamp and indicate the date of the signature. <em>(By-Laws)</em></td>
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</tbody>
</table>

* OAA Bulletin A.1 describes the appropriate use of the Architect's professional seal including the electronic application of the seal.