

## Ontario Association of Architects

Meeting #205 Open

MINUTES

June 23, 2011

The two hundred and fifth meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday June 23, 2011 at the OAA Headquarters, Toronto, Ontario.

<b>Present:</b>	Sheena Sharp	President
	J. William Birdsell	Senior Vice President and Treasurer
	Robert Abrahams	Vice President Practice
	Jane Burgess	Vice President Regulatory Activities
	Pawel Fiett	Vice President Communications
	Gerrie Doyle	Immediate Past President
	Vladimir Popovic	Vice President Strategy
	Jerry Chlebowski	Councillor
	James Farrow	Councillor
	Brad Green	Councillor
	Paul Hastings	Councillor
	Evangelo Kalmantis	Councillor
	Namita Kanishkan	Lieutenant Governor in Council Appointee ( <i>part attendance</i> )
	Susan Lewin	Councillor
	Brian Luey	Councillor
	Wayne Medford	Lieutenant Governor in Council Appointee
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Andre Sherman	Councillor
	Michael Visser	Lieutenant Governor in Council Appointee
	Kristi Doyle	Director of Policy
	Hillel Roebuck	Registrar
	Tina Carfa	Executive Assistant, Executive Services

**Regrets:** None

**Guests:** Brian Aitken OAA Practice Advisor

The President called the meeting to order at 2:50 p.m.

### AGENDA APPROVAL

6817. The President noted that the following item would be added to the agenda:

8.1 New OAA Governance Model (*oral*)

The President noted that the Report from the Client Awareness Task Group would be table to the September meeting of Council.

**It was moved by Mintz and seconded by G. Doyle that the agenda be approved as amended.**

-- CARRIED

### APPROVAL OF MINUTES

6818. *Reference Material Reviewed:* Draft minutes of the May 18, 2011 Open Council meeting.

The draft minutes of the May 18, 2011 Open Council meeting were reviewed.

**It was moved by Birdsell and seconded by Lewin that the minutes of the May 18, 2011 open Council meeting be approved as circulated.**

-- CARRIED

### **BUSINESS ARISING FROM THE MINUTES**

6819. K. Doyle recalled that Council passed a motion with respect to support for a letter to the Minister of Municipal Affairs and Housing (MMAH) from Engineers, Architects and Building Officials (EABO) regarding the concept of the requirement for a licensed professional for the coordination of consultants on a building project. As a follow up to direction that had been given to staff in relation to this motion, K. Doyle reported that the matter had been brought forward to Pro-Demnity Insurance Company (ProDem) for comment and that ProDem had not expressed any concerns with respect to that position and more specifically liability or indemnity concerns.

### **ITEMS FOR REVIEW AND APPROVAL**

6820. *Reference Material Reviewed:* Memorandum from the Continuing Education Committee dated June 21, 2011 re. Report from the Continuing Education (ConEd) Committee and attached supporting documentation. **(APPENDIX 'A')**

Member of the ConEd Committee, Councillor Hastings reported that the jurisdictions are working towards further harmonization of the ConEd programs across the country.

K. Doyle indicated the Committee is seeking reconfirmation of Council's position that had been formed last fall in terms of approval of the proposed changes to the OAA's program to achieve the proposed harmonization. She added that the changes had been considered once again by the country as a whole at the Canadian Architectural Licensing Authorities (CALA) meeting in May. In summary, the changes to the OAA's program would be elimination of the two categories of learning and a simplification of 70 hours learning with a cap on the types of learning activities by which to obtain the required hours, a change to the reporting period such that it would end on June 30 of every second year, and finally a mechanism to allow for reporting to a choice of jurisdictions and recognition of equivalency of reporting across the country.

A member of Council clarified that the proposal of the Committee related to the development of ConEd modules in house, was simply a suggestion based on the need of members or where a session that has already been developed is available to offer to the OAA members. The Committee is currently considering the development of webinars.

**It was moved by Lewin and seconded by Hastings that Council reconfirm its approval of the proposed changes to the OAA's Continuing Education Program as proposed by the Continuing Education Harmonization Task Group in the spirit of further harmonization of programs across the country.**

-- CARRIED (1 abstention)

**It was moved by Lewin and seconded by Birdsell that the Continuing Education Committee be directed to proceed with the offering of selected OAA 2011 Conference seminars at the IIDEX/NeoCon Trade Show in addition to offering some sessions as standalone workshops in different Ontario locations based on their availability.**

-- CARRIED

6821. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer and Perspectives editorial Committee Council Liaison, Bill Birdsell dated June 2, 2011 re. A Proposal for Publication: A Quasiquicentennial (125 Anniversary) Celebration – Selections from OAA Perspectives and attached supporting documentation. **(APPENDIX 'B')**

The Senior Vice President and Treasurer reported that OAA Perspectives Committee is proposing to publish a book to commemorate the OAA 125<sup>th</sup> anniversary in 2014.

A member of Council suggested that the publication include a volunteer acknowledgement section.

**It was moved by Birdsell and seconded by Popovic that Council approve the funding of the publication of A Quasquicentennial (125 Anniversary) Celebration – Selection from OAA Perspectives pending quotes for development and printing including revised 2014 numbers and that options regarding quantity, distribution, and sponsorship will be further considered by Council as the project proceeds.**

-- CARRIED

The open meeting moved to In Camera at 3:05p.m. and returned to Open at 3:25p.m.

6822. *Reference Material Reviewed:* Memorandum from Chair of the Building Committee and President, Sheena Sharp dated June 17, 2011 re. Building Committee Update and Approval of Construction Contract and attached supporting documentation. **(APPENDIX 'C')**

Aitken joined the meeting at 3:25p.m.

The President reminded that Council approved the renovations and upgrades of the OAA Headquarters building last year. The Committee hired an architect and several consultants to undertake the work to repair and upgrade the curtain wall, windows, and roof.

A member of Council requested clarification with respect to correspondence that came from an OAA member and member of the Sustainable Built Environment Committee (SBEC).

The President recalled that SBEC held a strategic planning session recently where there was some feedback with respect to the level of energy conservation on the part of the OAA in regards to its renovations of the building. The essence of the letter from the OAA member was to reinforce the OAA's need to support e-efficiency in its renovations specifically with respect to the 2030 Challenge. In addition, concern had been expressed relative to energy modeling for the building.

It was noted by the Council member that SBEC has established a sub-committee with the intention of making recommendations to the Building Committee.

A member of Council enquired as to how long it would take for the completion of an energy modeling of the building.

A Council responded that estimated time to complete a modeling of this facility would be one month.

A Council member enquired if there was a warranty on the glass.

Aitken responded that he believes it to be 15 years and will confirm with the manufacturer.

Aitken suggested that there be a breakdown in the renovations to improve energy performance.

The President indicated that a comparison showing the change in efficiency of replacing in comparison with existing has been completed.

A Council member enquired as to whether the bidders were informed of the budget for the renovations.

The President responded that such information was not provided to the candidates in advance.

It was suggested by the President that an energy modeling be commissioned and that a plan be developed that positions the building in order to meet the 2030 Challenge.

A member of Council suggested that a letter of response be sent to the individuals thanking them for their letters and suggestions.

**It was moved by Lewin and seconded by Medford that Council approve commissioning an architect, preferably OAA architect David Fujiwara to perform an energy modeling of the OAA building and develop a plan that positions the building against the 2030 Challenge.**

-- CARRIED

Medford left the meeting at 3:50p.m.

Aitken presented the glass options to Council members for consideration.

It was suggested by several members of Council that consideration be made to ensure that the glass is not overly reflective.

**It was moved by Birdsell and seconded by Burgess that Council approve the construction contract with a minimal impact on the transparency of the curtain wall.**

-- CARRIED (1 abstention)

Farrow left the meeting at 4:00p.m.

6823. Client Awareness Task Group Report (*oral*)

The report was deferred to the September meeting of Council.

6824. *Reference Material Reviewed:* Memorandum from Chair of the Public Awareness Task Group and Councillor, Susan Lewin dated June 10, 2011 re. Report from the Public Awareness Task Group and attached supporting documentation. **(APPENDIX 'D')**

Councillor Lewin reported that the Task Group has made recommendations of options to increase public awareness of architecture in the province. The Task Group agreed that emphasis on design of the built environment instead of architects would have more impact.

It was noted by Councillor Lewin that there is a focus on media relations to get the message to a broader demographic. The Task Group will come back to Council in September with means by how a media relations firm can benefit the OAA.

Councillor Lewin indicated that the Task Group also felt that a store front presence in the form of a partnership with other organizations located in the Toronto downtown core may present an opportunity for exposure.

A member of Council suggested that some of the recommendations are Toronto-centric whereas there is a need for a more province wide approach.

Councillor Lewin suggested that space could be leased which would attract tourists. The key to public awareness is for the OAA to become more interactive and proactive.

A member of Council enquired as to whether scholarships are offered to the schools.

The President responded that scholarships are offered to the schools although it is not publicized.

Further discussion around the report was tabled to the September meeting of Council.

6825. *Reference Material Reviewed:* Memorandum from vice President Strategic, Vladimir Popovic dated June 14, 2011 re. Construction and Design Alliance Ontario and attached supporting documentation. **(APPENDIX 'E')**

The Vice President Strategic reported that the OAA through the Construction and Design Alliance Ontario (CDAO) has developed a good relationship with the Minister of Infrastructure. A letter from the alliance has been drafted which outlines its concerns with respect to the 'bundling' of small projects.

**It was moved by Popovic and seconded by Birdsell that Council provide its endorsement of the draft letter to the Minister of Infrastructure regarding concerns around the government's plans to pursue 'bundling' of design and construction projects**

-- CARRIED (1 abstention)

Roebuck left the meeting at 4:15p.m.

6826. *Reference Material Reviewed:* Memorandum from President, Sheena Sharp dated June 14, 2011 re. OAA Space Planning Matters. **(APPENDIX 'F')**

The President reported that it has been identified that there are space issues which need to be addressed in the near future.

**It was moved by Burgess and seconded by Green that architect David Fujiwara be engaged to review the current OAA space and provide options for use of the existing space and potential interior renovations.**

-- CARRIED (1 abstention)

6827. *Reference Material Reviewed:* Memorandum from President, Sheena Sharp dated June 14, 2011 re. Canada's participation in the Venice Biennale in Architecture 2012. **(APPENDIX 'G')**

The President reported that a group of young architects were awarded the opportunity to represent Canada in this event. The group will be constructing a landscape consisting of many small buildings to be transported to Venice. Competitions commence in July and will close in September.

A member of Council spoke in favour of the Biennale, noting that it is a well known international event for architects attended by individuals from around the world.

The President noted that the Biennale is putting together juries consisting of younger members of the profession.

It was suggested by the President that an announcement of the competition and coverage on the OAA Website be included as part of the funding. There is also an opportunity for Young Architects and Interns Forum (YAIF) to become involved in the event.

**It was moved by Lewin and seconded by Birdsell that Council approve funding in support of the Canadian entry for the 2012 Venice Biennale in the amount of \$24,000 over two years along with an additional \$1,000 in kind contribution allocated to staff time.**

-- CARRIED (11 in favour, 2 opposed, 1 abstention)

6828. New Business Model (*oral*)

The Governance Committee presented its proposal to the Council regarding the new OAA governance structure and executive management strategy. It was noted that this is a formalization of the discussions that have been ongoing over the past number of months under the governance review and final approval

of the move to an management structure that has an Executive Director as the most senior staff member with direct and specific reporting requirements to the Council. The plan also establishes a Human Resources Committee and a Budget Committee.

**It was moved by Birdsell and seconded by Green that Council approve the new OAA Governance Structure along with new committee mandates, the executive staff changes and responsibilities for reporting, and that the proposed schedule for announcement and implementation be approved.**

-- CARRIED

#### **EXECUTIVE COMMITTEE REPORTS**

6820. *Reference Material Reviewed:* Activities for the months of May-June. **(APPENDIX 'H')**

The report was noted for information.

6830. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, Bill Birdsell dated June 10, 2011 re. Financial Statements for the Six Months ended May 31, 2011 and attached background information. **(APPENDIX 'I')**

The financial statements were received by Council and noted for information.

6831. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Vladimir Popovic dated June 23, 2011 re. Update of Forum's Activities and attached background information. **(APPENDIX 'J')**

The report was noted for information

6832. *Reference Material Reviewed:* Memorandum from Vice President Communications, Pawel Fiett dated June 9, 2011 re. Communications Committee Update. **(APPENDIX 'K')**

The report was noted for information

6833. *Reference Material Reviewed:* Memorandum from Vice President Regulatory Activities, Jane Burgess dated June 8, 2011 re. Update of Activities in the Office of the Registrar. **(APPENDIX 'L')**

The report was noted for information

6834. *Reference Material Reviewed:* Memorandum from Vice President Practice, Robert Abrahams dated June 9, 2011 re. Practice Committee Update. **(APPENDIX 'M')**

The report was noted for information

6835. *Reference Material Reviewed:* Memorandum from Vice President Practice, Robert Abrahams dated June 9, 2011 re. Construction Contract Administration Committee Update. **(APPENDIX 'N')**

The report was noted for information

6836. *Reference Material Reviewed:* Memorandum from Chair of Sustainable Built Environment Committee (SBEC), Susan Lewin dated June 23, 2011 re. Update of Committee Activities. **(APPENDIX 'O')**

The report was noted for information

#### **ITEMS FOR DISCUSSION**

6837. *Reference Material Reviewed:* Memorandum from the Director of Policy, Kristi Doyle dated June 21, 2011 re. Update from the National Broadly Experienced Foreign Architects (BEFA) Task Group and attached background information. **(APPENDIX 'P')**

K. Doyle reported.

K. Doyle noted specifically that the Task Group will be putting forth the recommendation to CALA that the eligibility requirements be amended to include an architectural degree. This is specifically in response to the OAA's request for the change..

The report was noted for information

#### **ITEMS FOR INFORMATION**

6838. *Reference Material Reviewed:* Memorandum from the Chair, International Relations Committee and Immediate Past President, Gerrie Doyle dated June 12, 2011 re. Report on recent activities of the International Relations Committee and attached background information. **(APPENDIX 'Q')**

The report was noted for information

6839. *Reference Material Reviewed:* Memorandum from Director of Policy, Kristi Doyle dated June 15, 2011 re. Report on RAIC Roundtable Meeting – May 28, 2011 and attached background information. **(APPENDIX 'R')**

The report was noted for information

6840. *Reference Material Reviewed:* Memorandum from Director of Policy, Kristi Doyle dated June 14, 2011 re. Report on Meeting of the Canadian Architectural Licensing Authorities and attached background information. **(APPENDIX 'S')**

The report was noted for information

6841. *Reference Material Reviewed:* Memorandum from Director of Policy, Kristi Doyle dated June 15, 2011 re. Reports from the Canadian Architectural Certification Board and attached background information. **(APPENDIX 'T')**

The report was noted for information

6842. *Reference Material Reviewed:* Memorandum from Director of Policy, Kristi Doyle dated June 15, 2011 re. Update – OAA Survey of Members and Practices. **(APPENDIX 'U')**

K. Doyle noted that Policy/Practice Specialist, Gary Pask is preparing an RFP to circulate today. Six firms have been identified to respond to the RFP. The President noted that this is an opportunity to obtain any information that Council feels is important, adding that data collected will have a direct effect on policy decisions going forward.

The report was noted for information

#### **OTHER BUSINESS**

6843. The issue of the New Business Model was covered in minute number 6828.

#### **DATE OF NEXT MEETING**

6844. The next regular meeting of Council is Thursday September 22, 2011 at 9:30 a.m. at the OAA Headquarters, Toronto, Ontario.

**ADJOURNMENT**

6845. **It was moved by Kalmantis and seconded by Green that the meeting be adjourned at 4:35 p.m.**  
-- CARRIED UANIMOUSLY

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President

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Date