

Ontario Association of Architects

Meeting #278 Open

MINUTES

December 10, 2021

The two hundred and seventy eighth meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Friday December 10, 2021 via Zoom.

Present:	Susan Spiegel	President
	Agata Mancini	Senior Vice President & Treasurer
	Paul Hastings	Vice President Regulatory
	Jennifer King	Vice President Communications
	Natasha Krickhan	Vice President Education
	Kathleen Kurtin	Immediate Past President
	Kristiana Schuhmann	Vice President Strategic (<i>part attendance</i>)
	Settimo Vilardi	Vice President Practice
	Farida Abu-Bakare	Councillor (<i>part attendance</i>)
	Heather Breeze	Councillor
	J. William Birdsell	Councillor
	Barry Cline	Councillor
	J. Gordon Erskine	Councillor
	Jeffrey Laberge	Councillor (<i>part attendance</i>)
	Michelle Longlade	Lieutenant Governor in Council Appointee
	Lara McKendrick	Councillor
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Deo Paquette	Councillor
	Gaganjot Singh	Lieutenant Governor in Council Appointee
	Andrew Thomson	Councillor
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services
	Erik Missio	Manager, Communications
Regrets:	None	
Guests:	Pearl Chan	Incoming Councillor
	Claire Hepburn	Deputy Registrar (<i>part attendance</i>)
	Christine Karney	Incoming Councillor (<i>part attendance</i>)
	Adam Tracey	Manager, Policy and Government Relations
	Ted Wilson	Incoming Councillor
	Marek Zawadzki	Incoming Councillor

The President called the meeting to order at 11:35 a.m.

Incoming Council members, Chan, Karney, Wilson, and Zawadzki were extended a welcome to the meeting by the President. It was noted that these incoming members would be attending the meeting as observers.

The President noted a land acknowledgement video video *The Secret Path – Ahead by a Century* would be shared with Council as an acknowledgement and recognition of the indigenous land and its people.

The President thanked outgoing Councillors Breeze, Cline, Erskine, Kurtin Laberge, and Mancini on behalf of Council for hard their work and support during their tenure on Council and spoke in detail about each one's accomplishments. Each outgoing member present spoke briefly, reflecting on their time on Council.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

AGENDA APPROVAL

9315. The President noted that no new items would to be added to the agenda.

It was moved by Mancini and seconded by Vilardi that the agenda for the December 10, 2021 open meeting be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

9316. *Reference Material Reviewed:* Draft minutes of the November 4, 2021 Open Council meeting.

The draft minutes of the November 4, 2021 Open Council meeting were reviewed.

It was moved by Schuhmann and seconded by Birdsell that the minutes of the November 4, 2021 Open Council meeting be approved as circulated.

-- CARRIED (1 abstention)

BUSINESS ARISING FROM THE MINUTES

9317. There was no business arising from the minutes.

Council broke for lunch at 11:55 am and resumed at 1:00 p.m.

ITEMS FOR REVIEW AND APPROVAL

9318. Appointments to Complaints Committee (*oral*)

The Vice President Regulatory reported.

It was moved by Hastings and seconded by Schuhmann that Ibrahim El-Hajj and Tzoline Ternamian be appointed to Complaints Committee for a three-year term effective January 1, 2022.

-- CARRIED (1 abstention)

It was moved by Hastings and seconded by Schuhmann that Toon Dreesen be appointed as Chair, Complaints Committee for a one-year term effective January 1, 2022.

-- CARRIED

It was moved by Hastings and seconded by Schuhmann that Denis Rioux be reappointed to Complaints Committee for a three-year term effective January 1, 2022

-- CARRIED

9319. Reappointments to Discipline Committee (*oral*)

The Vice President Regulatory reported.

It was moved by King and seconded by Vilardi that Vincent Alcaide and Catherine Friis be reappointed to Discipline Committee for a three-year term effective January 1, 2022.

-- CARRIED

9320. Appointments to Experience Requirements Committee *(oral)*

The Vice President Regulatory reported.

It was moved by Kurtin and seconded by Cline that Emily Webster Mason be appointed to the Experience Requirements Committee for a three-year term effective January 1, 2022

-- CARRIED

It was moved by Longlade and seconded by Paquette that Donald Ardiel be reappointed to the Experience Requirements Committee for a three-year term effective January 1, 2022

-- CARRIED (1 abstention)

9321. Appointments to Registration Committee *(oral)*

The Vice President Regulatory reported.

It was moved by Cline and seconded by Paquette that Chris Montgomery be reappointed to the Registration Committee for a three-year term effective January 1, 2022

-- CARRIED

It was moved by Birdsell and seconded by Paquette that Shirley Lee be appointed to the Registration Committee for a three-year term effective January 1, 2022

-- CARRIED (1 abstention)

It was noted by the President that the next item would be the appointments to Council.

9322. Appointments to Council *(oral)*

The Registrar reported that the first motion would be to approve the terms of the appointment for the two seats for the City of Toronto.

It was moved by Kurtin and seconded by Mancini that Susan Speigel be appointed the 3 year term on Council and Marek Zawadzki be appointed the 1 year term on Council effective January 1, 2022.

-- CARRIED

The Registrar reported that a poll would be cast for Council to vote on the appointment of the member to the Eastern Ontario Electoral District. The candidates for consideration were Amin Amin, Clayton Payer, Dinko Sakanovic, and Mehdi Zahed.

The results of the poll reported that the majority of votes were to appoint Clayton Payer at 76%.

It was moved by Erskine and seconded by Mintz that Clayton Payer be appointed to Council from the Eastern Ontario electoral district for a three-year term effective January 1, 2022.

-- CARRIED

The Registrar reported that a poll would be cast for Council to vote on the appointment of the member to the Western Ontario Electoral District. The candidates for consideration were Donald Ardiel and Greg Redden.

The results of the poll reported that the majority of votes were to appoint Greg Redden at 72%.

It was moved by Mintz and seconded by McKendrick that Greg Redden be appointed to Council from the Western Ontario electoral district for a three-year term effective January 1, 2022.

-- CARRIED (1 opposed)

9323. Appointments to Practice Resource Committee (*oral*)

The Vice President Practice reported.

It was moved by Vilardi and seconded by Kurtin that Sara Jordao be reappointed to the Practice Resource Committee for a three-year term effective January 1, 2022.

-- CARRIED

It was moved by Vilardi and seconded by Mancini that Donald Ardiel, John Ciarmela, and Paul Jurecka be appointed to the Practice Resource Committee for a three-year term effective January 1, 2022.

-- CARRIED (1 abstention)

9324. Appointments to Practice Review Committee (*oral*)

The Vice President Practice reported.

It was moved by Vilardi and seconded by Schuhmann that Teresa Adusei be appointed to the Practice Review Committee for a three-year term effective January 1, 2022

-- CARRIED (1 abstention)

9325. Appointments Sub-Committee on Building Codes and Regulations (SCOBCAR) (*oral*)

The President reported that voting on the appointments would be held at the end of the meeting as there was a request to discuss the candidates in camera once again.

The meeting moved from open to in camera at 4:00 p.m. Laberge left the meeting at 4:00 p.m.

The meeting returned to the open at 4:15 p.m.

It was moved by Vilardi and seconded by Birdsell that Brian Abbey, John Romanov, and Lea Wiljer be appointed to the Sub-Committee on Building Codes and Regulations (SCOBCAR) for a three-year term effective January 1, 2022.

-- CARRIED (1 abstention)

9326. Appointments to Practice Advocacy Coordination Team (PACT) (*oral*)

The Vice President Strategic reported.

It was moved by Schuhmann and seconded by Mintz that Len Abelman be reappointed to the Policy Advocacy Coordination Team (PACT) for a three-year term effective January 1, 2022

-- CARRIED

It was moved by Schuhmann and seconded by Paquette that John Stephenson be appointed to the Policy Advocacy Coordination Team (PACT) for a one-year term effective January 1, 2022.

-- CARRIED

9327. Appointment to the Communications Committee (*oral*)

The Vice President Strategic reported.

It was moved by King and seconded by McKendrick that Dana Seguin be appointed to the Communications Committee for a three-year term effective January 1, 2022

-- CARRIED (3 opposed, 1 abstention)

9328. Appointment to the Interns Committee (*oral*)

The recommendations were reported to Council.

It was moved by Paquette and seconded by Mancini that the following individuals be appointed to the Interns Committee for a three-year term effective January 1, 2022:

Corey Andrews	Heather Breeze
Christina Lee	Fatemeh Masoumian
Javier Sanchez Moreno	Dania Shahab

-- CARRIED

9329. *Reference Material Reviewed:* Memorandum from the Equity, Diversity, Inclusion | Truth & Reconciliation Working Group dated November 26, 2021 re. New Scholarship Awards Update fro Equity, Diversity & Inclusion and Truth & Reconciliation Working Group and attached background information.
(APPENDIX 'A')

The Immediate Past President reported on the proposed terms of reference for the new OAA scholarship awards.

It was moved by Kurtin and seconded by Krickhan that the Terms of Reference for the new OAA Scholarships: *Exceptional Leadership Through Design Excellence: Equity, Diversity & Inclusion (EDI) and Truth & Reconciliation* be approved as presented to Council at the December 10, 2021 Council meeting.

-- CARRIED (1 opposed)

It was moved by Kurtin and seconded by Longlade that Council approve an increase in the award amount for OAA's existing scholarships to the Schools of Architecture from \$2000 to \$2500.

-- CARRIED (2 opposed)

A Council member requested some clarification with respect to how the scholarship is given.

A member of Council responded that the universities are tasked with selecting the best candidates based on the criteria established by the OAA

A member of Council requested clarification as to the process for a firm or member to set up an award or scholarship. Doyle noted that a policy is in development to outline process for endowments.

9330. *Reference Material Reviewed:* Memorandum from Councillor and Chair of the Interns Committee, Farida Abu-Bakare and Intern Representative on Council, Heather Breeze dated December 10, 2021 re. Interns Committee Comprehensive Research Report and attached background information.
(APPENDIX 'B')

Councillor Breeze reported the the final report is a culmination of work over the past few months. The OAA's past architectural graduate performed thorough research for the Committee. In reviewing and analyzing the information, there was a search for overlaps and feedback in that analysis.

A member of Council indicated that the Committee is seeking a commitment from Council to proceed with a title change. There was discussion regarding feedback in that it would appear that the majority of interns have requested a change whilst the majority of architects feel the current title is appropriate. However, the majority of architects who liaise closely with interns are in favour of a title change.

Schuhmann left the meeting at 2:00 p.m.

A member of Council recalled the discussion at the spring Council meeting regarding the survey and the concern that the survey results did not adequately support a move to a title change. As such, Council

had requested that the Committee consider other factors affecting interns and the pathway to licensure. Given the information that had been presented, Council was not prepared to support the move to a title change.

Councillor Breeze noted that the group considered this and noted that the feedback does indicate that many of the challenges are workplace-centric however a title change would be something that the OAA could do and the the perception created would be positive; it is a direct action to recognize the need to approach the issues from a number of angles.

A Council member suggested that the best approach is a letter to the Minister of Labour regarding the exemptions in the *Employment Standards Act* as well as to share with the membership an appropriate employment contract.

It was suggested by a member of Council that the recommendation be referred back to the Committee. There has been a move in the US wherein the AIA revised the title.

A Council member suggested that the issue of title change matters to the interns and that is a signal that this needs to be addressed.

It was suggested by a member of Council that a policy be developed to address architectural firms regarding naming and use of titles for their staff in general. It was further suggested that recommendation #7 in the report be removed so as to study in more detail and to be addressed in the context of the broader issue around the use of titles and designation and resulting policy. It was additionally noted that engineers were not included in the study by the Committee which may have been a better comparison.

A member of Council enquired as to where the funding would be sourced from since the 2022 budget was recently approved.

A Council member responded that the funding would be requested to be drawn from the policy contingency.

It was agreed that the final recommendation would be altered based on the discussion above. It was further noted that the Executive Director, in consultation with the appropriate staff and Council would review the individual recommendations in terms of human and financial resources require to implement. Where appropriate an item may be referred back to Council for further approval around funding and resources.

It was moved by Kurtin and seconded by Mintz that Council receive the Comprehensive Research Report of the Interns Committee as presented to Council at the December 10, 2021 Council meeting and that Council approved these specific recommendations:

- 1. Publish the report to the entire OAA membership.**
- 2. Devise a system of tracking all recommendations and action items carried.**
- 3. Develop a calendar and list of priorities that include events and other resources specifically pertaining to Intern Architects**
- 4. Develop a series of continuing education webinars that provide architects with more information and perspective regarding the IAP and the experience of Intern Architects.**
- 5. Further investigate and develop opportunities to encourage higher numbers of female-identifying and minority members of the OAA to engage in mentorship in the IAP.**
- 6. The OAA to take stronger action on pushing for exemption under the *Employment Standards Act (2000)*.**
- 7. Council to commit to a comprehensive study around the use of appropriate titles of which "Intern Architect" is a part and commit the appropriate funding and/resources**

-- CARRIED UNANIMOUSLY

9331. *Reference Material Reviewed:* Memorandum from Vice President Education, Natasha Krickhan dated November 30, 2021 re. Update on mandatory Continuing Education on Equity, Diversity and Inclusion for the Cycle 2021-2022 and future plans related to mandatory programming for the upcoming Continuing Education cycles. **(APPENDIX 'C')**

The Vice President Education reported that the mandatory education piece required a significant amount of research, staff time, and ongoing resources to delivery. . The purpose of the programming was to bring awareness as opposed to solving the issue. A variety of feedback was received from the membership.

Doyle suggested that Council is being asked to determine if mandatory education hours will be required for the next cycle and should Council agree then direction on how to proceed is requested.

The Vice President Education added that consideration be given to complementary offerings for members should the mandatory component be implemented for the next cycle.

It was suggested by a member of Council that the mandatory component will require a policy and process of how to determine which learning or offerings meet the requirement.

Doyle noted that the recommendation in the memo is intended to to simplify and streamline a mandatory requirement, giving the flexibility to allow for members to obtain the requirement and report it fulfilled in another area.

A Council member expressed support for a mandatory learning component due to the multitude of important issues coming to the forefront. It is imperative that members are aware of critical changes.

It was noted by a member of Council that the topic selected would be required to align the OAA's primary objective.

It was moved by Krickhan and seconded by Mancini that Council agree to continue a requirement for a topic area of mandatory learning within the OAA's Continuing Education Program for the next Cycle which begins July 1, 2022 and ends June 30, 2024.

-- CARRIED (9 in favour, 8 opposed (Birdsell))

It was moved by Krickhan and seconded by Mancini that the mandatory learning topic area and number of hours required under the OAA Continuing Education program for the next cycle be identified by Council no later than January 20, 2022; and, that it be implemented such that members may choose how to fulfill that requirement based on selection of their own session(s) and/or learning provider that is consistent with the set of criteria established by the OAA; and that it be self reported.

-- CARRIED (10 in favour, 5 opposed)

Doyle noted that she will work with the Vice President and Manager Education to develop the criteria for consideration of Council. Members will be required to upload to their transcript, and will need to have flexibility; once fulfilled, the member would check off that the requirement is complete. Members' transcripts will be audited per usual to ensure compliance.

9332. *Reference Material Reviewed:* Memorandum from Communications Committee dated November 19, 2021 re. OAA Conference – Keynote Recommendation and attached supporting documentation. **(APPENDIX 'D')**

The Vice President Communications reported that the Committee is recommending that Katharine Hayhoe be retained as the keynote speaker at the 2022 Conference.

It was moved by King and seconded by Mancini that Council approve Katharine Hayhoe as the Keynote Speaker for the 2022 OAA Conference.

-- CARRIED

9333. *Reference Material Reviewed:* Memorandum from Communications Committee dated November 30, 2021 re: Suggesting a Policy for New OAA Awards and attached supporting documentation. **(APPENDIX 'E')**

The Vice President Communications reported on the proposed policy for new OAA Awards.

It was moved by King and seconded by Mintz that Council approve the Policy for Creation of New OAA Awards as circulated.

-- CARRIED

9334. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated December 7, 2021 re. Sub-Committee on Building Codes and Regulations (SCOBCAR) Review of proposed building code changes of the Fall Consultation by Ministry of Municipal Affairs and Housing (MMAH) that affect 2015 National Construction Codes and Ontario-Only Requirements and attached supporting documentation. **(APPENDIX 'F')**

The Vice President Practice reported that the OAA is proposing a submission to the Ministry of Municipal Affairs and Housing (MMAH) in response to the consultation on building code changes as part of the national harmonization.

Zawadzki left the meeting at 3:05 p.m.

It was noted by the Vice President Practice that SCOBCAR reviewed the proposed changes and are prepared to make the submission.

It was moved by Vilardi and seconded by Erskine that Council approve the submission to the Ministry of Municipal Affairs and Housing (MMAH) regarding the proposed building codes changes which effect the National Construction Codes and Ontario Building Code in the report to Council dated December 7, 2021.

-- CARRIED

9335. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated November 22, 2021 re. Proposal to revise Complaints Process and attached supporting documentation. **(APPENDIX 'G')**

The Vice President Regulatory reported.

Hepburn reported over the past 18 months, she has been working in conjunction with the Registrar and outside legal counsel to review and assess the existing complaints handling process. A number of areas of risk were identified – legal, reputational, and financial - that impact the integrity of the complaints process. In alignment with the strategic goals arising from the operational review adopted by OAA Council, a proposal for amending the process to address these serious risks is set out in the attached memo for Council's consideration.

It was suggested by a Council member that the next step would be to review the Committee membership and clarify the role of the investigator.

Some clarification was requested by a member of Council as to what the qualifications of the investigator would be and would outside legal counsel need to be brought in based on those.

Hepburn responded that the investigator brings with them experience in investigation and was recommended by legal counsel prior to Discipline where at that point it would then go to legal.

It was moved by Hastings and seconded by McKendrick that Council approve the process changes as proposed in the report *Proposal to Revise Complaints Process* as submitted to Council at the December 10, 2021 Council meeting.

-- CARRIED (1 opposed)

9336. *Reference Material Reviewed:* Memorandum from the Building Committee dated November 20, 2021 re. OAA Building Committee – Reserve Fund Study and attached supporting documentation. **(APPENDIX ‘H’)**

The Report was reviewed by Council.

Councillor and member of the Building Committee, Erskine reported that based on the study, the Committee determined that the elevator be retrofitted instead of replaced. The concept of the study is an aggregate with annual contributions being suggested in order to meet an end goal. A recommended \$154,000 is noted as a lower amount contribution to the capital reserve fund adding that a year end surplus may be spread among the other reserves based on Council’s decision.

It was noted by a member of Council that the cost to replace the elevator would be \$300,000

It was moved by Erskine and seconded by Kurtin that Council receive the Reserve Fund Study as prepared by Keller Engineering and approve the recommendations regarding annual contributions to the OAA capital reserve in order to address the costs associated with the ongoing repair maintenance of the OAA Headquarters Building; and, that the Executive Director be directed to monitor adherence to those capital contributions as well as the elements of maintenance and repair of the major components of the building.

-- CARRIED

9337. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills dated November 26, 2021 re. Council Policy – Naming a Certificate of Practice and attached supporting documentation. **(APPENDIX ‘I’)**

Mills reported there was an existing policy in place, however, the amended policies address the distinction between architects and Licensed Technologists OAA as well as the incorporation of inclusive language.

It was moved by Vilardi and seconded by Hastings that Council approve the Council Policies – *Naming a Certificate of Practice – Architect* and *Naming a Certificate of Practice – Licensed Technologist OAA* as circulated.

-- CARRIED

ITEMS FOR DISCUSSION

9338. There were no items for discussion.

EXECUTIVE COMMITTEE REPORTS

9339. *Reference Material Reviewed:* Activities for the months of November-December. **(APPENDIX ‘J’)**

The report was noted for information.

9340. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated December 1, 2021 re. Update on Activities of the Executive Director. **(APPENDIX ‘K’)**

Doyle reported that the transition plan for returning to the office has been included with her report adding that it was reviewed by the Governance Committee. This will effect Council and committee meetings with respect to returning to the building. The OAA is continuing to monitor the government's guidance on the pandemic. Included in the transition plan is an allowance for future flexibility and a hybrid approach between working between home and office.

The report was noted for information.

9341. Update from the Senior Vice President and Treasurer (*oral*)

The Senior Vice President and Treasurer reported that the Audit Committee met earlier in the week as part of the final audit scheduled for February. There will be an RFP issued for an auditor earlier in the New Year with a recommendation for appointment of the auditor per usual the AGM in May.

The update was noted for information.

9342. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Kristiana Schuhmann dated November 26, 2021 re. Update on Activities under the Vice President Strategic portfolio. **(APPENDIX 'L')**

The Vice President Strategic had left the meeting and Manager Policy & Government Relations reported.

Tracey noted that conversations continue with the MPPs, as well as opposition staff on topics including Long Term Care. A meeting with the Attorney General recently held was positive and discussion include the lack of time to respond to Bill 27 which in turn, received positive support from the Minister. Staff at the Ministry of Labour discussed the *Employment Standards Act* and right to disconnect; ministry staff recognized this as it applies to architects and are reviewing the information submitted.

The report was noted for information.

9343. *Reference Material Reviewed:* Memorandum from the Communications Committee dated November 30, 2021 re. Communications Committee Update and attached background information. **(APPENDIX 'M')**

The Vice President Communications reported.

The report was noted for information.

9344. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings and Registrar, Christie Mills dated November 26, 2021 re. Activities under the Registrar October 20, 2021 – November 24, 2021 and attached background information. **(APPENDIX 'N')**

The Vice President Regulatory reported.

The report was noted for information.

9345. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated November 25, 2021 re. Report from Vice President Practice. **(APPENDIX 'O')**

The Vice President Practice reported.

The report was noted for information.

9346. *Reference Material Reviewed:* Memorandum from the Vice President Education, Natasha Krickhan dated December 6, 2021 re. Report from Vice President Education. **(APPENDIX 'P')**

The Vice President Education reported that revenue from webinars is 20% higher than budgeted. Currently, 30% are compliant with the mandatory education requirement for this cycle.

It was noted by the Vice President Education that the Comprehensive Education Committee is continuing to review funding for the Green Retrofit Program to develop and offer energy advisor training.

The report was noted for information.

9347. *Reference Material Reviewed:* Memorandum from the Governance Committee dated December 2, 2021 re. Governance Committee Update. **(APPENDIX 'Q')**

It was suggested by the Chair of the Governance Committee that the Institute of Corporate Directors (ICD) offers a variety of courses and Council is encouraged to partake in its offerings as a member of the Institute.

The report was noted for information.

ITEMS FOR INFORMATION

9348. *Reference Material Reviewed:* Canadian Architectural Licensing Authorities (CALA) Regulator's Agenda and materials from November 5, 2021 meeting. **(APPENDIX 'R')**

The update was noted for information.

9349. Society Updates and 2021 Fall President's Tour *(oral)*

It was noted by the President that the virtual meetings with Societies have been completed with very positive feedback. There is some important information gathered regarding climate stability that will play an important part in the OAA's strategic planning exercise in the New Year. The virtual format has also been positive in that it allows for additional staff to participate and observe the visits. The difference between regulatory and advocacy initiatives were also discussed in detail.

The update was noted for information.

OTHER BUSINESS

9350. There was no other business

DATE OF NEXT MEETING

9351. The next regular meeting of Council is Thursday January 20, 2022 at 9:30 a.m. via Zoom.

ADJOURNMENT

9352. **It was moved by Mintz and seconded by Hastings that the meeting be adjourned at 4:17 p.m.**

-- CARRIED UNANIMOUSLY

President

Date