

Ontario Association of Architects

Meeting #291 Open

MINUTES

January 18, 2024

The two hundred and ninety first meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday January 18, 2024 at the OAA Headquarters, 111 Moatfield Drive, Toronto and virtually via Zoom.

Settimo Vilardi	President
Ted Wilson	Senior Vice President and Treasurer
Susan Speigel	Immediate Past President
Christina Karney	Vice President
Kristiana Schuhmann	Vice President
Loloa Alkasawat	Councillor
J. William Birdsell	Councillor
Jim Butticci	Lieutenant Governor in Council Appointee
Kimberly Fawcett-Smith	Lieutenant Governor in Council Appointee
Natasha Krickhan	Councillor
Michelle Longlade	Lieutenant Governor in Council Appointee
Lara McKendrick	Councillor
Elaine Mintz	Lieutenant Governor in Council Appointee
Greg Redden	Councillor (<i>virtual</i>)
Anna Richter	Councillor
Ted Watson	Councillor (<i>part attendance</i>)
Thomas Yeung	Councillor
Marek Zawadzki	Councillor
Kristi Doyle	Executive Director
Christie Mills	Registrar
Tina Carfa	Executive Assistant, Executive Services
Erik Missio	Manager, Communications

Regrets: None

Guests: Kathy Armbrust
Camelia Bostan
Manager, Human Resources
Administrator, Licence & Registration
(*part attendance*)

The President called the meeting to order at 11:45 a.m.

The President welcomed new members of Council, Anna Richter and Ted Watson to their first meeting of Council.

The President noted that a land acknowledgement titled *Sharon Shorty - Beyond Land Acknowledgement –Abridged*, recommended by LGIC Mintz would be shared with Council as an acknowledgement and recognition of the Indigenous land and its people.

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

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

AGENDA APPROVAL

9689. The President reported that no new items would be added to the agenda.

It was moved by Butticci and seconded by Longlade that the agenda for the January 18, 2024 open meeting be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

9690. *Reference Material Reviewed:* Draft minutes of the December 1, 2023 Open Council meeting.

The draft minutes of the December 1, 2023 Open Council meeting were reviewed.

It was moved by Longlade and seconded by Richter that the minutes of the December 1, 2023 Open Council meeting be approved as circulated.

-- CARRIED (1 abstention (Krickhan))

BUSINESS ARISING FROM THE MINUTES

9691. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9692. Election of Officers (*oral*)

Camelia Bostan, OAA Administrator Licence joined the meeting at 11:45 a.m.

The Registrar conducted the Election of Officers. The Registrar introduced two staff as scrutineers: Executive Assistant, Executive Services, Tina Carfa and Administrator, Licence and Registration, Camelia Bostan for Council's confirmation.

The scrutineers for the election were confirmed by Council.

Mills reported that the position of President was acclaimed by Settimo Vilardi and the position of Senior Vice President and Treasurer was acclaimed by Ted Wilson.

Mills reported that a motion approved by Council previously that day directs the election of three Vice Presidents to Executive Committee.

Mills announced that the following members of Council were nominated to stand for election as Vice President: Natasha Krickhan, Lara McKendrick, Kristiana Schuhmann, and Susan Speigel.

The candidates for Vice President each made a brief address to Council.

Mills conducted the election for Vice President.

Mills announced that McKendrick, Schuhmann, and Speigel received the highest number of votes, as well as more than the required 50% of the possible votes and as such announced that they had been elected to the position of Vice President.

Mills and Council congratulated the members of Executive for 2024.

Bostan left the meeting at 12:55 p.m.

Ted Watson left the meeting at 12:55 p.m.

9693. Council Appointment to Eastern Ontario (*oral*)

Mills reported that the expressions of interest from the candidates for the Eastern Ontario electoral district are contained in the in camera Council package.

It was moved by Mintz and seconded by Karney that Council appoint Architect Jenny Lafrance to the vacant Eastern Ontario Council seat for the remainder of its term ending December 31, 2024.

-- CARRIED

9693. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 9, 2024 re. Council appointment to Pro-Demnity Insurance Company (Pro-Demnity) Board of Directors and attached supporting documentation. (**APPENDIX 'A'**)

Doyle reported. Council reviewed the memorandum.

It was moved by Mintz and seconded by Birdsell that Council approve the appointment of Kristiana Schuhmann for a two-year term and Susan Speigel for a one-year term to serve as interlocking Directors on the Pro-Demnity Insurance Company Board of Directors effective March 28, 2024.

-- CARRIED

9694. *Reference Materials Reviewed:* Memorandum from the Governance Committee dated January 5, 2024 re. Results of third EDI roundtable discussion and resulting Report and attached supporting documentation. (**APPENDIX 'B'**)

A member of Council requested some clarification in the Executive Summary as to whether the professionals were representing equity-seeking groups.

Doyle noted that the consultant was referencing the architects as professionals within their firms in the summary.

Armbrust noted that there was a call out to all members to participate in the roundtable. All that applied were invited to attend. There was a variety of backgrounds and roles within the firms that participated in the discussion. Upon receipt of the report by Council the next step would be to request the participants permission to acknowledge their contributions to the report, if they wish and share the report on the Website.

A Council member enquired as to whether it will be clarified that it relates to the operations of a practice rather than the design work itself. Climate action, gender neutral environments, accessibility and inclusivity are design issues which should be addressed in a separate roundtable.

Doyle suggested that when the report is posted messaging from the OAA that includes this information would be appropriate. The topic of design issues as noted would be well suited in a ConEd session. Additionally the Policy Advocacy Coordination Team (PACT) may host roundtables each year, and could consider this topic.

It was noted by a member of Council that consultant Job Lobko and the Building Committee are developing the competition brief for the OAA Landscape Design Competition to include EDI and accessibility matters.

A Council member cautioned that there appears to now be growing backlash to EDI including those in the EDI class. Continued marginalization and discrimination needs to be addressed, however in an appropriate way.

A member of Council indicated that a session is already planned for the upcoming OAA Conference that is focused on EDI and design, and will serve as good education for architects in this area.

It was moved by Speigel and seconded by Mintz that Council receive the Report prepared by EDI Consultant, Michelle Grocholsky titled *Best Practices for Architectural Firms: Summary of Equity, Diversity & Inclusion Roundtable* and direct that the Report be published on the OAA Website as a resource tool for OAA members and practices.

-- CARRIED

ITEMS FOR DISCUSSION

9695. There were no items for discussion.

EXECUTIVE COMMITTEE REPORTS

9696. *Reference Material Reviewed:* President's Activities for the months of December-January. **(APPENDIX 'C')**

The report was noted for information.

9697. *Reference Material Reviewed:* Report from Executive Director, Kristi Doyle dated January 9, 2024 re. Executive Director Report to Council. **(APPENDIX 'D')**

Doyle noted that Council may wish to thoroughly review the Team Leads reports in the Council package as they provide good information on activities in 2023 and tie in well with the upcoming Priority Planning Session.

It was noted by Doyle that the Ontario Association of Landscape Architects (OALA) have renewed their long standing efforts to pursue a practice Act. The OALA has made an effort to secure a scope of practice in the past and had developed draft wording. Previously, the OAA had indicated they would not oppose their efforts, provided the OAA's concerns regarding an overlap with services that Architects deliver would be addressed. The process is being viewed with caution to ensure that there is no encroachment on the practice of architecture.

Doyle clarified that OALA has title legislation and are now seeking a scope of practice and to be appropriately structured as a regulator for the profession of landscape architecture.

The report was noted for information.

9698. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills re. Office of the Registrar Statistical Report to Council – 2023 Year End Review. **(APPENDIX 'E')**

A member of Council enquired if it would be possible to report on a breakdown of Experience Requirements Committee interview outcomes.

Mills responded that she will enquire with legal counsel and advise.

A member of Council enquired as to whether gender based data was gathered.

Mills responded that the Demographic Survey provide information on gender, acknowledging however that the survey is voluntary based on a comment from a member of Council. The Registrar's statistical report however reports on hard data regarding licensing and those who are internationally-trained. Mills noted that she would investigate updating the statistical reports to understand if they can be broadened.

The report was noted for information.

9699. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer and Interlocking Director for Pro-Demnity, Ted Wilson dated January 9, 2024 re. Pro-Demnity Insurance Company – 2024 Budget and Business Plan and attached background information. **(APPENDIX 'F')**

The Senior Vice President and Treasurer reported that the chart in the Executive Summary shows that the MCT ratio which sets a minimum level for Pro-Demnity to hold is in a good position with the risk covered 2.5 times over the minimum capital required to cover those specific risks.

In response to a question raised, it was noted by the Senior Vice President and Treasurer that while Pro-Demnity is wholly owned by the OAA, it is highly regulated by the Financial Services Regulatory Authority of Ontario (FSRA). The OAA are separate and distinct entities and regulated separately. It is noted that Pro-Demnity is managing its increases well including CPI. The regulatory body will also be introducing regulatory requirements on climate change responsibility and Pro-Demnity recognize that it will need to shift its resources to address it in the near future.

The report was noted for information.

9700. *Reference Material Reviewed:* Memorandum from the Governance Committee dated January 5, 2024 re. Update from OAA Governance Committee. **(APPENDIX 'G')**

A member of Council suggested a summary of the multi-year roadmap be placed on the Website.

Doyle noted that the discussion with regard to the roadmap is evolving and will take the request back to Governance Committee to review the best way to share the information.

The report was noted for information.

9701. *Reference Material Reviewed:* Memorandum from Immediate Past President, Susan Speigel dated December 21, 2023 re. Update on the Policy Advisory Coordination Team's (PACT) work. **(APPENDIX 'H')**

The report was noted for information.

9702. *Reference Material Reviewed:* Memorandum from Communications and Public Education Committee (CPEC) dated January 8, 2024 re. Committee Updates. **(APPENDIX 'I')**

The report was noted for information.

9703. *Reference Material Reviewed:* Memorandum from OAA Building Committee dated December 18, 2023 re. Update from Building Committee. **(APPENDIX 'J')**

The Senior Vice President and Treasurer reported that efforts are underway to include Truth and Reconciliation as part of the competition.

A member of Council enquired on the status of the President's Wall suggesting a completion date of December 2024.

Doyle responded that a preferred design option has been selected by the Building Committee and that staff have been directed to reach out for quotes from several contractors. If received in a timely manner, the quotes will be brought forward to the March Council meeting. Council will need to review a proposed budget and timeline for this project as part of this process.

A Council member enquired as to whether there will be public outreach with respect to the design competition such as community involvement.

A member of Council confirmed that there is community involvement and a public education aspect.

It was noted that the submission deadline is planned to coordinate with Doors Open Toronto. The anonymous submissions would be displayed at that time. The jury will be assisted with respect to technical feedback and input shortly thereafter with the final selection being made in early June. A public event will then be hosted at the OAA.

A Council member suggested that the students at Bayview Glen school could be involved in the process to expose them to architecture and design.

Doyle noted that she will be meeting with the school to discuss the competition next week.

The report was noted for information.

ITEMS FOR INFORMATION

9704. *Reference Material Reviewed:* Memorandum from Communications Manager, Erik Missio dated January 2, 2024 re. End-of-Year Operational Plan Update: Communications (**APPENDIX 'K'**)

The report was noted for information.

9705. *Reference Material Reviewed:* Memorandum from Deputy Registrar, Claire Hepburn dated January 3, 2024 re. Semi-annual Update – Continuing Education Service Area. (**APPENDIX 'L'**)

The report was noted for information.

9706. *Reference Material Reviewed:* Memorandum from Interim Manager Finance, Nancy Muir dated January 3, 2024 re. Year-end Operational Plan Update. (**APPENDIX 'M'**)

The report was noted for information.

9707. *Reference Material Reviewed:* Memorandum from Human Resources Manager, Kathy Armbrust dated December 22, 2023 re. Semi-annual Update from Human Resources. (**APPENDIX 'N'**)

The report was noted for information.

9708. *Reference Material Reviewed:* Memorandum from Information Technology Manager, Abhishek Chaudhary dated January 5, 2024 re. Information Technology service area - Semi-annual Update. (**APPENDIX 'O'**)

The report was noted for information.

9709. *Reference Material Reviewed:* Memorandum from Manager, Policy and Government Relations, Sara Trotta dated January 8, 2024 re. End-of-Year Operation Plan Update: Policy and Government Relations. (**APPENDIX 'P'**)

The report was noted for information.

9710. *Reference Material Reviewed:* Memorandum from Deputy Registrar, Claire Hepburn dated January 3, 2024 re. Semi-annual Update – Continuing Education Service Area. (**APPENDIX 'Q'**)

The report was noted for information.

9711. *Reference Material Reviewed:* Memorandum from Manager, Practice Advisory Services, Mélisa Audet dated January 9, 2024 re. OAA Service Area Semi-annual Updates – Practice Advisory Services. **(APPENDIX ‘R’)**

The report was noted for information.

9712. *Reference Material Reviewed:* Memorandum from Communications Manager, Erik Missio dated January 5, 2024 re. Updates Regarding the 2024 OAA Conference and attached background information. **(APPENDIX ‘S’)**

It was noted by a member of Council that the 2024 Conference schedule was not attached.

Doyle noted the omission and will forward it to Council.

A Council member enquired as to whether electronic registration and ticketing will be available.

Doyle responded that work is underway to eliminate paper tickets and is anticipated to be in place this year. Doyle noted that the feedback from the member survey about this aspect of conference has been taken very seriously. Research into apps for the Conference and cost are also being undertaken.

A Council member enquired as to whether the QR Code could be embedded in the app so as to be able to take the survey.

Doyle responded that for the app to work it needs to be able to connect to the OAA database and is being reviewed.

The report was noted for information.

OTHER BUSINESS

9713. There was no other business.

DATE OF NEXT MEETING

9714. The next regular meeting of Council is Thursday March 7, 2024 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto.

ADJOURNMENT

9715. **It was moved by Mintz and seconded by Karney that the meeting be adjourned at 1:45 p.m.**
-- CARRIED UNANIMOUSLY

President

Date