

VISION, MISSION & MANDATE

Vision:

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

Mission:

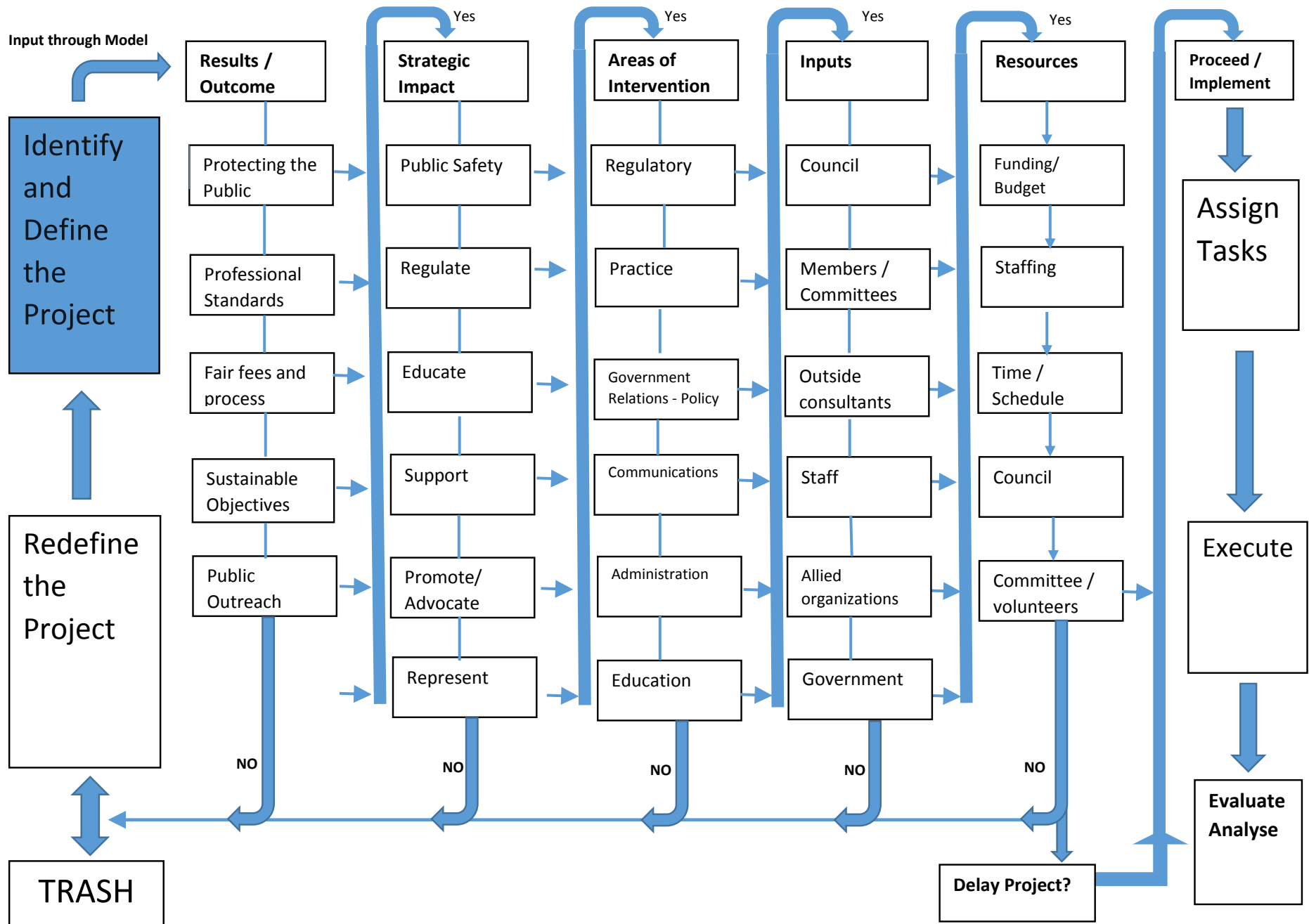
To serve the public interest through the regulation, support, and promotion of the profession of architecture in Ontario.

Mandate:

To regulate and govern the practice of architecture in Ontario in the service and protection of the public interest in accordance with the *Architects Act*, its Regulations and Bylaws; to develop and uphold standards of skill, knowledge, qualification, practice, and professional ethics among architects; and to promote the appreciation of architecture within the broader society.

May 2016

Ontario Association of Architects – Decision Making Logic Model



OAA COUNCIL MEETINGS

RULES AND PROCEDURES

Meetings of the Council of the Ontario Association of Architects (OAA) are conducted in accordance with Roberts Rules of Order which is included in the Councillor Orientation Binder, unless stipulated otherwise with the by-laws or as otherwise approved by OAA Council – see below.

Rules and Procedures for Discussion/Debate/Motions within Council Meetings

- 1) The maximum time for a speech in debate on a motion is two minutes.
- 2) The Chair shall keep a speakers' list of those wishing to speak to a motion; and
 - a) the speakers' list shall be built in the order that the Chair notes a member's intention to speak; and
 - b) any member having not spoken to a motion shall be given preference on the speakers' list over any member who has already spoken to the motion.
- 3) An original main motion may only be introduced at a meeting if it has been added under New Business to the agenda approved for that meeting.
- 4) Meetings of the Council of the Ontario Association of Architects (OAA) are conducted in accordance with Roberts Rules of Order which is included in the Councillor Orientation material, unless stipulated otherwise with the by-laws or as otherwise approved by OAA Council.

In an effort to gain efficiencies in dispensing of Council business during each meeting, the format of the Council agendas incorporates the use of a Consent Agenda approach. The consent agenda groups materials that are regular reports or intended for information only into a single agenda item. In so doing, the grouped items can be approved or discussed in one action, rather than dispensing of each item individually. For the purposes of the OAA Council agenda the consent agenda will include the 'Executive Committee' reports and items 'For Information'.

Procedures for the Use of a Consent Agenda

1. All documentation associated with consent items must be provided to meeting participants in advance. Council members must review the consent agenda documentation before the meeting to ensure that they are informed of the issues that are to be passed as part of the consent agenda.
2. As part of the approval process, the Chair will ask members of Council if anyone wishes to discuss any of the items listed on the consent agenda.

If it is determined that an item on the consent agenda requires discussion it will be removed from the consent portion and addressed individually.



- 5) The meeting will move to a period of informal discussion immediately after a new item has been presented and any questions on the item have been put and answered, but before an original main motion on the item is introduced; and
- a) a period of informal discussion is defined as the opportunity to discuss an item without there being a motion on the floor; and
 - b) the Chair of the meeting when the item is introduced continues as the Chair during the period of informal discussion unless he or she chooses to relinquish the Chair; and
 - c) in a period of informal discussion the regular rules of debate are suspended; and
 - d) a period of informal discussion ceases when the Chair notes that no additional members wish to speak to the item or when an incidental motion to return to the regular rules of debate passes with a majority; and
 - e) immediately upon leaving a period of informal discussion, the presenter of the item may move an original main motion on the item and the formal rules of debate resume; and
 - f) if the presenter of the item moves no motion on the item then the item is considered dispensed unless an indication to introduce additional original main motions on the item is on the agenda, in which case each of these motions is presented in turn and debated as per the rules of formal debate.



ONTARIO ASSOCIATION OF ARCHITECTS
Council Meeting of December 4, 2020 at approx. 11:00 a.m.

Meeting # 271

OPEN MEETING AGENDA

Recognition of Traditional Lands

1.0 AGENDA APPROVAL

- 1.1 Declaration re. Conflict of Interest
- 1.2 Approval of Formal Agenda
- 1.3 Approval of Consent Agenda

2.0 APPROVAL OF MINUTES

- 2.1 Draft minutes of the November 5, 2020 Open Council Meeting (*see attached*)

3.0 BUSINESS ARISING FROM THE MINUTES

4.0 ITEMS FOR REVIEW AND APPROVAL

- 4.1 Appointments to Statutory Committees Vice President Hastings
 - 4.1.a Complaints Committee (*oral*)
 - 4.1.b Discipline Committee (*oral*)
 - 4.1.c Experience Requirements Committee (*oral*)
 - 4.1.d Registration Committee (*oral*)
- 4.2 Appointments to Committees under the Practice Portfolio Vice President Vilardi
 - 4.2.a Practice Resource Committee (*oral*)
 - 4.2.b Sub-committee on Building Codes and Regulations (SCOBCAR) (*oral*)
- 4.3 Appointments to Committees under the Strategic Portfolio Vice President Thomson
 - 4.3.a Policy Advocacy Coordination Team (*oral*)
 - 4.3.b Sustainable Built Environments Committee (*oral*)
- 4.4 Appointments to the Interns Committee (*oral*) Councillor Krickhan
- 4.5 Appointment to COMPASS Advisory Board (*oral*) Vice President Thomson
- 4.6 Comprehensive Education Committee – Consideration of Mandatory Learning under the Continuing Education Program (*see attached*) Vice President Mancini
- 4.7 Digital Collaboration Spaces for Committees (*see attached*) Vice President Azadeh
- 4.8 Proposal for Panel Discussion re. 'Building Back Better' (*see attached*) Vice President Thomson
- 4.9 Correspondence to Minister of Municipal Affairs and Housing re. Long Term Care Facilities and the Ontario Building Code (*see attached*) President
- 4.10 Appointment to the Canadian Architectural Certification Board (CACB) (*see attached*) Executive Director

5.0 ITEMS FOR DISCUSSION

Open Council Agenda

- | | | |
|-----|---|----------------------------------|
| 5.1 | Consideration of outstanding elements of Member's Resolution re. Digital Seals
(<i>see attached</i>) | Council |
| 5.2 | The Interns Committee - Report on Title Survey (<i>TBD – presentation from Stratcom at 1:30pm</i>) | Councillors Krickhan & Miskinyte |
| 5.3 | Support for the Profession re. Professional Fees (<i>see attached</i>) | Executive Director |

CONSENT AGENDA

6.0 EXECUTIVE COMMITTEE REPORTS

- | | | |
|-------|---|-------------------------|
| 6.1 | Report from the President | President |
| 6.1.a | Activities for the months of November-December (<i>see attached</i>) | Executive Director |
| 6.1.b | Report from Executive Director (<i>see attached</i>) | |
| 6.1.c | Governance Committee – Update (<i>see attached</i>) | Governance Committee |
| 6.2 | Report from the Senior Vice President and Treasurer | SVP and Treasurer |
| 6.3 | Report from Vice President Strategic | Vice President Thomson |
| 6.3.a | Report from Vice President Strategic (<i>see attached</i>) | |
| 6.3.b | Report from the Sustainable Built Environment Committee (<i>see attached</i>) | |
| 6.3.c | Update re. City of Toronto Zoning By-law and Ontario Municipal Board (OMB) Appeal (<i>see attached</i>) | |
| 6.3.d | Truth and Reconciliation Working Group – Update (<i>see attached</i>) | Councillor Krickhan |
| 6.4 | Report from Vice President Communications | Vice President Azadeh |
| 6.4.a | Report from the Communications Committee (<i>see attached</i>) | |
| 6.5 | Report from Vice President Regulatory | Vice President Hastings |
| 6.5.a | Report from the Vice President Regulatory (oral) | |
| 6.5.b | Activities Report from the Registrar (<i>see attached</i>) | |
| 6.5.c | Interns Committee – Update (<i>see attached</i>) | Councillor Krickhan |
| 6.6 | Report from Vice President Practice | Vice President Vilardi |
| 6.6.a | Report from Vice President Practice (<i>see attached</i>) | |
| 6.6.b | OAA/OGCA Best Practices Committee – Update on Meeting November 19, 2020 (<i>see attached</i>) | |
| 6.7 | Report from Vice President Education | Vice President Mancini |
| 6.7.a | Comprehensive Education Committee Update (<i>see attached</i>) | |

7.0 ITEMS FOR INFORMATION

- | | | |
|-----|--|----------------------------|
| 7.1 | Canadian Architectural Certification Board (CACB) Annual Report (<i>see attached</i>) | President |
| 7.2 | Canadian Architectural Licensing Authorities (CALA) Meeting Agenda – November 13, 2020 (<i>see attached</i>) | President |
| 7.3 | Society Updates and 2020 Fall President's Tour (<i>oral</i>) | Councilor Society Liaisons |
| 7.4 | Ontario Association for Applied Architectural Sciences (OAAAS) Update (<i>see attached</i>) | |

8.0 OTHER BUSINESS



9.0 DATE OF NEXT MEETING

9.1 The next regular meeting of Council is Thursday January 21, 2021 at 9:30 a.m.
via Zoom.

10.0 ADJOURNMENT

Ontario Association of Architects

Meeting #270 Open

MINUTES

November 5, 2020

The two hundred and sixty ninth meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday September 24, 2020 via Zoom.

Present:	Kathleen Kurtin	President
	Susan Speigel	Senior Vice President and Treasurer
	Amir Azadeh	Vice President Communications
	Agata Mancini	Vice President Education
	Paul Hastings	Vice President Regulatory
	Andrew Thomson	Vice President Strategic
	Settimo Vilardi	Vice President Practice
	J. William Birdsell	Councillor
	Donald Chen	Lieutenant Governor in Council Appointee
	Barry Cline	Councillor
	J. Gordon Erskine	Councillor
	Jeremiah Gammond	Councillor
	Natasha Krickhan	Councillor
	Jeffrey Laberge	Councillor (<i>part attendance</i>)
	Michelle Longlade	Lieutenant Governor in Council Appointee
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Sarah Murray	Councillor (<i>part attendance</i>)
	David C. Rich	Councillor
	Gaganjot Singh	Lieutenant Governor in Council Appointee
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services
Regrets:	Milda Miskinyte	Councillor
Guests:	Toon Dreessen	Member-at-Large and Past President (<i>part attendance</i>)
	Marveh Farhoodi	Program Director, Open Architecture Collaborative Canada (<i>part attendance</i>)
	Shanna-Kay Smith	Executive Director, Open Architecture Collaborative Canada (<i>part attendance</i>)
	Afsaneh Tafazzoli	Strategic Partnership Director, Open Architecture Collaborative Canada (<i>part attendance</i>)
	Rick Mateljan	President, Ontario Association for Applied Architectural Sciences (<i>part attendance</i>)

The President called the meeting to order at 12:05 p.m.

A promotional video for the *#Next150Challenge* derived from the film *Indian Horse* by Richard Wagamese was played. Included was a link to the site <https://www.whose.land/en/> which encourages viewers to discover which Indigenous territory they reside on.

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

AGENDA APPROVAL

9046. The President noted that the following item would be added to the agenda:

8.1 Support for Athabasca University's Pursuit of an On-line M.Arch. Program

It was moved by Rich and seconded by Birdsell that the agenda for the November 5, 2020 open meeting be approved as amended.

-- CARRIED

CONSENT AGENDA

9047. The President called for requests to discuss any items contained within the Consent Agenda.

No items were requested to be discussed further under the Consent Agenda.

It was moved by Birdsell and seconded by Murray that the consent agenda for the November 5, 2020 open meeting be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

9048. *Reference Material Reviewed:* Draft minutes of the September 24, 2020 Open Council meeting.

The draft minutes of the September 24, 2020 Open Council meeting were reviewed.

A member of Council suggested that in keeping with the OAA goals and objectives relative to inclusivity the Council minutes should be altered such that the use of s/he be changed to "they".

It was moved by Mintz and seconded by Gammond that the minutes of the September 24, 2020 Open Council meeting be approved as amended.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9049. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9050. *Reference Material Reviewed:* 2021 OAA Draft Operating and Capital Budget. **(APPENDIX 'A')**

The Senior Vice President and Treasurer presented the draft of the 2021 OAA Budget. She thanked the Budget Committee and staff for their work in creating the 2021 Budget.

It was moved by Spiegel and seconded by Erskine that the 2021 General Operating and Capital Budgets be approved as circulated.

-- CARRIED

9051. Appointment of OAA Representatives to Workforce 2030 Advisory Board (*oral*)

It was reported by the Vice President Strategic that a recommendation is being made based on the indications of interested received to appoint Mae Shaban, currently a member of the Sustainable Built Environments Committee (SBEC) to the Workforce Coalition.

It was moved by Thomson and seconded by Speigel that Mae Shaban be appointed as OAA representative to the Workforce 2030 Advisory Board for the term ending December 31, 2021.

-- CARRIED

9052. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills dated November 5, 2020 re. OAA Policy related to Applications for Licence and Certificate of Practice by holders of OAAAS Certificate of Qualifications and attached supporting documentation. **(APPENDIX 'B')**

Mills reported that the changes to the policy were housekeeping in nature and reviewed the proposed revisions.

A member of Council suggested that approval of the revised policy may be premature given the fact that there is a report and discussion on proposed changes to the Policy Statement as suggested by the Ontario Association for Applied Architectural Sciences (OAAAS) later in the meeting.

It was suggested by a Council member that the proposed revisions be deferred to the December meeting of Council to permit time for feedback and discussion, adding that the changes are not substantive with no urgency to be addressed.

It was moved by Gammond and seconded by Birdsell that consideration of the revisions to the Licensed Technologist OAA Policy Statement as presented by the Registrar be deferred to the December 4, 2020 meeting of Council; and, that the Registrar forward the revised draft to the OAAAS Board for comment prior to the meeting.

-- CARRIED (1 opposed (Krickhan), 1 abstention (Rich))

Member and Past President, Toon Dreessen joined the meeting at 1:30 p.m.

The following representatives from Open Architecture Collaborative Canada joined the meeting at 1:30 p.m.: Marveh Farhoodi, Shanna-Kay Smith, and Afsaneh Tafazzoli.

The President welcomed the guests to the meeting.

9053. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle, Registrar, Christie Mills, and In-house Counsel, Nedra Brown dated September 23, 2020 re. Open Architecture Collaborative and attached background information. **(APPENDIX 'C')**

Smith presented to Council a report on the activities and structure of its organization.

The President thanked the representatives for the presentation.

Farhoodi, Smith, and Tafazzoli left the meeting at 1:45 p.m.

9054. *Reference Material Reviewed:* Memorandum from Vice President Communications, Amir Azadeh and Vice President Education, Agata Mancini dated October 29, 2020 re. Shifting the 2021 OAA Conference to a Digital Platform and attached supporting documentation. **(APPENDIX 'D')**

The Vice President Education presented the Report outlining the three options that are being proposed to present next year's Conference in a virtual format for Council's consideration. The Vice President noted that Option 2A is being recommended as the preferred option, noting that it incorporates both a focused conference week with a variety of events as well as activities and Continuing Education spread throughout the year.

The recommendation was supported by the Vice President Communications noting that it incorporates Council feedback in that there is value in creating a dedicated time to come together as a community, even if that is virtual.

It was noted by the Vice Presidents Communication and Education that the length of time and schedule of events still need to be finalized, adding that the recommended option allows for people to gather digitally throughout 2021 and at the same time generating excitement with Continuing Education opportunities.

A member of Council requested some clarification with respect to the variances between Options 1 and 2A.

The Vice President Education responded that with Option 1, all Conference related events would be compressed into a single week as was traditionally done for the in person format. Option 2A is a lighter version where some events would be held at different times throughout the year. It had been felt that it would be too intensive to hold a fully digital conference in a one week time period to keep the interest of the members, recognizing that there is some online/virtual fatigue already.

It was suggested by a member of Council that there be an opportunity tentatively set aside to schedule in-person events such as a plenary or tour to allow for flexibility if the pandemic restrictions are lifted.

A Council member suggested that for an in-person event that consideration be made for the venue to be the OAA Headquarters.

It was moved by Mintz and seconded by Mancini that Option 2A – Distributed Digital Programming + Conference Week be approved with respect to planning the adaption of the 2021 Conference into a digital event(s) and that staff be directed to move forward with implementation of the proposal.

-- CARRIED

9055. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated October 15, 2020 re. Appointment of Life Members. **(APPENDIX 'E')**

The Vice President Regulatory reported on the appointment of individuals to Life Membership as of January 1, 2021.

It was moved by Hastings and seconded by Rich that the following architects be appointed as Life Members:

George P. Baird
Paul David Becker
Chas. Vernon Black
John R. Blums
Abraham Celikoz
David Croft
Norman Scott Crone
Ludmila Dejmek
Timothy B. Gorley
John Michael Ogilvie Grey
Victor Heinrichs
William Hulme
Paul D. Jurecka

Michael E. Lundholm
Barbara Mielnik-Vogel
Paul H. Northgrave
Wendy Xiuwen Qiu
Trevor H. Russell
J.E. Sievenpiper
Charles H. Simon
Armand Solomonescu
Dennis K. Tanaka
I. Robin Tharin
Anna Voineskos
David P.C. Yeung

-- CARRIED

9056. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated October 15, 2020 re. Recognition of Architects of Long Standing. **(APPENDIX 'F')**

The Vice President Regulatory reported on the recognition of members who have been licensed for at least 50 years.

It was moved by Hastings and seconded by Mintz that the following architects be recognized as members of long standing:

Phillip H. Carter	Stephen J-S Chang
Malcolm A. Freeman	David R.M. Johnston
David K. Mesbur	Marcus Scoler
James C. Strasman	James M. Wright

-- CARRIED

9057. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated October 19, 2020 re. Broadly Experienced Foreign Architect Program (BEFA) – On-line Interview Process Pilot Program and attached background information. **(APPENDIX ‘G’)**

Doyle reported that CALA’s National CACB Standing Committee is requesting approval of their proposed virtual interview pilot process for BEFA candidates as outlined in the report.

A member of Council enquired as to the reason there were seven interviews scheduled.

Doyle responded that the number is based on a number that can effectively be processed as a pilot as well as based on the funding received from the federal government to conduct the pilot.

It was moved by Murray and seconded by Laberge that Council approve the recommendation that the National Canadian Architectural Certification Board (CACB) Standing Committee be authorized to proceed with the proposed on-line Broadly Experienced Foreign Architect (BEFA) pilot process ;and, be permitted to undertake up to seven BEFA interviews in a virtual setting, in accordance with the parameters identified in the Report received from the National Standing Committee dated September 30, 2020.

-- CARRIED

9058. *Reference Material Reviewed:* Memorandum from Communications Committee dated October 21, 2020 re. Ensuring Inclusive Language in OAA Communications with Respect to Licensed Technologists OAA. **(APPENDIX ‘H’)**

The Vice President Communications presented the memorandum and noted that the Committee is looking at all OAA Communication initiatives through a diversity/inclusivity lens.

It was suggested by a member of Council that it may be inappropriate to consider a title or membership status with the same lens as is being used for individuals relative to ethnicity, age, gender, colour, sexual orientation, etc.

The Vice President cited an example in the area of OAA committee vacancies where Licensed Technologists OAA were not mentioned. This would not be a classification issues as opposed to a microaggression. Part of the initiative would be to push the use of the term “members” where possible.

Discussion on the topic was paused to accommodate a deputation at 2:40 p.m. Council returned to discussion on the topic at 2:50 p.m.

It was noted by a member of Council that they feel architects work hard to earn the title and it should be used as opposed to referring to all as ‘members’

Mills requested some clarification regarding the initiatives in the report referencing regulatory notices and communications.

It was suggested by a member of Council that the Vice President Communications review and further refine the recommendations with a report to Council in December.

Action: Councillor Gammond volunteered to assist in the review of the proposed initiatives with Communications and the Executive Director and Registrar.

The issue was deferred to the December meeting of Council to allow for further investigation into options.

Mateljan joined the meeting at 2:35 p.m.

9059. *Reference Material Reviewed:* Deputation from member and Past President, Toon Dreessen. **(APPENDIX 'I')**

The President welcomed Dreessen to the meeting.

Dreessen made his deputation to Council at 2:40 p.m. which had been previously circulated to Council.

The President thanked Dreessen for his deputation.

Dreessen left the meeting at 2:50 p.m.

The President suggested that Communications be directed to further review Dreessen's recommendations contained within his deputation.

ITEMS FOR DISCUSSION

9060. *Reference Material Reviewed:* Memorandum from OAA Technology Program (OAAAS) dated October 26, 2020 re. Licensed Technologist OAA – Revised Policy Statement and attached supporting documentation. **(APPENDIX 'J')**

The President welcomed OAAAS President, Rick Mateljan to the meeting along with the other members who joined to observe.

Councillor Gammond reported that he and Mateljan will be making the presentation on the topics of the OAAAS revised Policy Statement as well as proposed changes to the current scope of practice for a Licensed Technologist OAA (Lic.Tech.OAA).

Gammond reported on changes recommended to the current Policy Statement as outlined in the report to Council dated October 26, 2020. He noted that changes to the Terms, Conditions, and Limitations (TCL) should be considered, suggesting that the rights to the licensee are very limited and not commensurate with the status.

It was suggested by Gammond that the Act and Regulations apply to both Lic.Tech.OAAs and Architects equally; however, the rights and privileges given to each are imbalanced. Revisions are being proposed with respect to voting rights and the structure for ownership of architectural practices.

Gammond noted that a Lic.Tech.OAA on Council is permitted to run for Executive Committee including President, however not permitted to vote in the election of architects to Council.

Gammond reported that the proposal suggests reasons why it is felt that the scope of practice is not appropriate, and represents a correction of the current scope to what it should have been at the time it was established. Three primary concepts include:

1. Flexibility and occupancy types;
2. Size (revise from 600 to 1800 sq.m.)

3. Application of size restrictions

Gammond suggested that differences may be noted in academic training, however, the experience required is similar the Internship program.

Mateljan reviewed in detail the specific proposed changes to the current scope of practice.

A member of Council enquired as to what changes in training have occurred to justify the increased scope of practice and whether the public is protected by increasing the scope.

Gammond responded that the academic standards have changed with a new standard for college programs issued by the Ministry.

Gammond clarified that changes in size within the proposed scope are for only mixed use buildings.

A member of Council enquired as to whether OAAAS has considered addressing its concerns with the government relative to the scope of those with a BCIN number as well as including legal consultation.

Mateljan responded in the negative adding that it is expected that government would not entertain such consideration.

It was suggested by Doyle that the proposals are detailed and complex and therefore a mechanism or task group is needed to allow for the OAA to further review and consider the proposals.

It was suggested by a Council member that the proposed change in size would place the work by Lic.Tech.OAAs into Part 3.

Mateljan responded that gross area and building area are different and is therefore not in the category of Part 3.

The President thanked Mateljan for his presentation, noting that the information will be taken away for further discussion and feedback. The intent would be to bring this back to the December meeting of Council for further consideration.

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

9061. *Reference Material Reviewed:* Memorandum from OAA Technology Program (OAAAS) dated October 26, 2020 re. Licensed Technologist OAA – Scope of Practice and attached supporting documentation. **(APPENDIX 'K')**

The report was discussed under minute number 9060.

The President returned to items for review and approval in the agenda.

9062. *Reference Material Reviewed:* Memorandum from Communications Committee dated October 20, 2020 re. Assessing Membership Engagement in the OAA.chat Public Forum and attached supporting documentation. **(APPENDIX 'L')**

The Vice President Communications reported that use of the OAA.chat member engagement site has been low. Approximately 2.1% of members are on OAA.chat and the numbers of those conversing and/or posting is low.

It was suggested by the Vice President Communications that there is hesitancy by the membership to comment on OAA social media sites, adding that if there is a desire to grow the OAA.chat then there may be a need to address pre-conceived concerns of reprisals or criticism from the OAA as the regulator.

The Vice President Communications suggested that 'cultivation of trust' be added for discussion at next year's Priority Planning Session.

A Council member suggested that there may be too many channels and areas of communication including social media which results in members not wishing to be involved in yet another online communication tool.

The Vice President Communications responded that social media and all communication is now multi-channel, adding that it is important to reach out to the diversity of OAA members.

Laberge left the meeting at 4:35 p.m.

It was suggested by a member of Council that historically there is a potential for decline of social media sites over time. The OAA.chat was created not to be anonymous so as not to allow for trolling.

A Councillor suggested that the slow start may be attributable in part to it being new as well as the effects of the current pandemic.

It was noted by a member of Council that the President's society visits are important in the communication with the members, adding that they would like to continue to see it enhance through technology. The report was received for information and the Vice President, Communications noted that a second report on the use of OAA.chat will be presented to the December Council meeting.

9063. *Reference Material Reviewed:* Memorandum from Vice President Education, Agata Mancini dated October 22, 2020 re. Comprehensive Education Committee Terms of Reference and attached supporting documentation. **(APPENDIX 'M')**

The Vice President Education reported that the Committee would like to expand its roster to include a student associate on the Committee. A student would offer alternative and fresh insight.

It was noted by the Vice President Education that the Terms of Reference are to be additionally amended to change the Chair from the Senior Vice President and Treasurer to the Vice President Education, assuming that such a portfolio will be in place in future.

It was moved by Mancini and seconded by Erskine that the Terms of Reference for the Comprehensive Education Committee be revised to reflect the inclusion of a student member on the committee, as well as to change the Chair from Senior Vice President and Treasurer to Vice President Education .

-- CARRIED

9064. *Reference Material Reviewed:* Memorandum from Vice President Education, Agata Mancini dated October 22, 2020 re. Mandatory Continuing Education requirement for minimum learning hours of accredited programming focused on (1) *Architects Act* and (2) Equity, Diversity, and Inclusion and attached supporting documentation. **(APPENDIX 'N')**

The Vice President Education reported that the Committee is recommending that two specific topics of mandatory education be introduced for the next Education cycle, clarifying that the number of hours is not being increased. The two topics mandatory topics identified are a course on the *Architects Act*, and the other on Equity, Diversity, and Inclusivity (EDI).

A member of Council enquired as to the cost implications for members as well as their availability.

The Vice President Education responded that the course on the Act would be approximately \$150, and the EDI courses offered through CCDI vary in price. The number of offerings have yet to be confirmed.

A member of Council enquired as to whether the topic only deals with the Act or is professional responsibility included.

A Council member suggested that they were opposed to the mandatory requirement as there are other areas where members need improvement as well as there being a cost associated with the courses.

The Vice President Education suggested that OAA could offer once again a course via CCDI at no charge to members. A member of Council stressed that in order to make an informed decision they would need to better understand the cost implications.

There was some suggestion among Council to make the annual license renewal in part contingent on completion of the EDI course.

A number of Council members noted that they support the idea of educating members on equity, diversity and inclusivity, however not that it be made mandatory.

It was noted as well as the technical details of implementation and transcripts are not yet defined.

Doyle noted that if Council wishes to add further mandatory requirements for licence, a change in the legislation would be required. The OAA cannot add additional licence requirements without legislative authority.

Action: the Vice President Education was directed by Council to further review the proposal for mandatory Continuing Education and report back to Council in December including cost implications, program content, and availability of courses on the topic.

9065. *Reference Material Reviewed:* Memorandum from the Governance Committee dated October 22, 2020 re. Report and approval of new policies and Committee appointment and attached supporting documentation. **(APPENDIX 'O')**

The President reported that two Council policies have been created to offer best practices in the spirit of good governance.

A member of Council expressed concern with the content in the policy *Respectful Work Policy for Members of Council*, suggesting that it was highly subjective and easily taken out of context with a potential to create an environment of 'profiling'.

Doyle noted that an expert was consulted on the content and wording for both draft policies which are consistent with workplace health and safety laws as well as human rights. Mills confirmed this citing her discussions as well with a human rights specialist.

A Council member enquired as to what the process is to investigate a complaint and allegation of harassment. Clarification was requested with respect to whether there was an integrity commissioner that is, someone to deal with reprimands.

Based on the discussion the following motion was passed.

Erskine left the meeting at 6:00 p.m.

It was moved by Rich and seconded by Mintz that the draft Council Policy for Compliance with Duties of Members of Council be approved as circulated.

-- CARRIED

The President reported that the Committee is recommending that Lieutenant Governor in Council Appointee, Michelle Longlade being appointed to the Committee, adding that she would be a valuable contributor.

It was moved by Mancini and seconded by Azadeh that Michelle Longlade be appointed to the Governance Committee effective immediately.

-- CARRIED

The President reported that due to a lack of time the item *Consideration of outstanding elements of Member's Resolution re. Digital Seals* will be deferred to the December meeting of Council:

EXECUTIVE COMMITTEE REPORTS

9066. *Reference Material Reviewed:* Activities for the months of September to November. **(APPENDIX 'P')**

The report was noted for information.

9067. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated October 27, 2020 re. Update on Activities of the Executive Director. **(APPENDIX 'Q')**

The report was noted for information.

9068. *Reference Material Reviewed:* Memorandum from the Building Committee dated October 21, 2020 re. Building Committee Update. **(APPENDIX 'R')**

The report was noted for information.

9069. *Reference Material Reviewed:* Memorandum from President, Kathleen Kurtin, Vice President Education, Agata Mancini, and Councillor, Gord Erskine dated October 14, 2020 re. Update on Activities of the Joint OAA/ARIDO Task Group. **(APPENDIX 'S')**

The report was noted for information.

9070. *Reference Material Reviewed:* Memorandum from the Governance Committee dated October 22, 2020 re. Update on OAA Governance Committee activities. **(APPENDIX 'T')**

The report was noted for information.

9071. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, Susan Speigel dated October 27, 2020 re. Financial Statements for the Ten Months Ended September 30, 2020 and attached background documentation. **(APPENDIX 'U')**

The report was noted for information.

9072. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated October 23, 2020 re. Update on the activities under the Vice President Strategic portfolio. **(APPENDIX 'V')**

The report was noted for information.

9073. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated October 21, 2020 re. Sustainable Built Environments Committee (SBEC) Update. **(APPENDIX 'W')**

The report was noted for information.

9074. *Reference Material Reviewed:* Memorandum from Vice President Communications, Amir Azadeh dated October 27, 2020 re. Communications Committee Update and attached background information. **(APPENDIX 'X')**

The report was noted for information.

9075. Report from Vice President Regulatory (*oral*)

There were no further updates since the last meeting of Council.

9076. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings dated November 5, 2020 re. Activities Under the Registrar –September 11 – October 20, 2020 and attached background information. **(APPENDIX 'Y')**

The report was noted for information.

9077. *Reference Material Reviewed:* Memorandum from Councillor and Chair, The Interns Committee, Natasha Krickhan dated October 26, 2020 re. Interns Committee Update. **(APPENDIX 'Z')**

The report was noted for information.

9078. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated October 28, 2020 re. Report from Vice President Practice. **(APPENDIX '1')**

The report was noted for information.

9079. *Reference Material Reviewed:* Memorandum from the Comprehensive Education Committee dated October 22, 2020 re. Comprehensive Education Committee Update. **(APPENDIX '2')**

The report was noted for information.

ITEMS FOR INFORMATION

9080. *Reference Material Reviewed:* Correspondence from Ontario Fairness Commissioner to Executive Director, Kristi Doyle and Registrar, Christie Mills dated September 25, 2020. **(APPENDIX '3')**

The letter was noted for information.

9081. Society Updates and 2020 Fall President's Tour (*oral*)

There were no updates since the last meeting of Council.

9082. *Reference Material Reviewed:* Memorandum from OAA Technology Program (OAAAS) dated October 26, 2020 re. Licensed Technologist OAA – Revised Policy Statement – Background and attached background information. **(APPENDIX '4')**

The report was noted for information.

9083. *Reference Material Reviewed:* Ontario Association for Applied Architectural Sciences (OAAAS) Bulletin dated October 27, 2020. **(APPENDIX '5')**

The bulletin was noted for information.

OTHER BUSINESS

9084. Deputation from Member Toon Dreessen.

The report and deputation are contained in minute number 9059.

DATE OF NEXT MEETING

9085. The next regular meeting of Council is Thursday December 4, 2020 at 9:30 a.m. via Zoom.

ADJOURNMENT

9086. **It was moved by Mintz and seconded by Speigel that the meeting be adjourned at 6:07 p.m.**
-- CARRIED UNANIMOUSLY

President

Date

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 4.6
--

To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Speigel
Andrew Thomson	Settimo Vilardi

From: Comprehensive Education Committee
Agata Mancini, Vice President Education - Committee Chair

Committee Members

Christina Facey	Krystyna Ng
Hadi Jafari	Maria Denegri
Janet Harrison	Shane Laptiste
Jeffrey Laberge	Milda Miskinyte
Kathleen Kurtin	Susan Speigel

Date: November 26, 2020

Subject: **Mandatory Continuing Education requirement for minimum learning hours of accredited programing focused on Equity, Diversity, and Inclusion.**

Objective: To seek Council approval to introduce in Continuing Education Cycle 2021-2022 a mandatory requirement for a minimum of one learning hour of accredited programming focused on Equity, Diversity, and Inclusion.

The OAA's Continuing Education Program is in place to ensure OAA members are able to respond to professional obligations to clients, the public and the profession. This program ensures that members remain current with the technologies, business practices and methods of their profession. The *Architects Act* requires members of the OAA to participate in and comply with the Continuing Education Program.

Continuing Education Program – NEW Mandatory requirement

The Comprehensive Education Committee recommends introducing a mandatory requirement for minimum learning hours of accredited programming focused on Equity, Diversity, and Inclusion.

The recommendation is based, in part, on the results of the recent survey. The OAA's Membership Survey administered in fall 2019 received 1,461 responses which represents a response rate of 25%. Of those respondents 30% have experienced discrimination and/or harassment in the workplace, 60% indicated that they have not and 10% preferred not to answer. 62% of instances occurred within the last five years from when the previous membership survey was conducted; 32% occurred less than a year prior.

Of all the female respondents 52% of them indicated that they experienced harassment or discrimination, 32% did not and 12% preferred not to answer.

The top sources of discrimination were sex (22%), age (17%), family or marital status (14%), ethnicity (12%) and race (8%) but also included religion, sexual orientation, gender expression, gender identity and language/accent/articulation. 18% of women and 5% of men who have experienced harassment and/or discrimination preferred not to provide the source.

Professional misconduct as indicated in R.R.O. 1990, Reg. 27, s. 42 (54) includes "Conduct or an act relevant to the practice of architecture that, having regard to all of the circumstances, would reasonably be regarded by members of the Association as disgraceful, dishonourable or unprofessional."

As a regulator, the OAA has a duty to investigate conduct that may contravene the Act. Harassment and /or discrimination within the workplace may be considered a contravention to the section stated above when referred to and determined by the Discipline Committee of the OAA. Only issues which are reported can be investigated and dealt with. Unfortunately, the majority of instances of harassment and discrimination go unreported due to the potential backlash and negative effects on the life and livelihood of the victim. Among a plethora of statistics and surveys on this matter taken nationally and worldwide, this is also illustrated in the member survey, which, despite being anonymous, had a significant number of members preferring not to answer the question regarding occurrence and source. Lack of reporting should not mean that the OAA does not have responsibility to address matters in regard to this very obvious and problematic behaviour in its membership.

The CEC believes that a course on Equity, Diversity and Inclusivity, mandatory for all members, is an appropriate step to take towards addressing this issue. It is not expected that attending one EDI course will solve the problem, rather the approach is meant to promote discussions on the issue and to educate members on both appropriate behaviour as well as potential courses of action when faced with discrimination and/or harassment in the workplace.

Canadian Center for Diversity and Inclusion Webinars.

The proposed minimum requirement on the matter of Equity, Diversity, and Inclusion (EDI) can be fulfilled by OAA membership by taking webinars currently offered by the Canadian Center for Diversity and Inclusion (CCDI).

Financially speaking, there are two scenarios possible, depending on the speaker rate that is used to calculate the expenses.

Scenario I

CCDI webinars are offered at a current flat speaker rate of \$1500 per webinar.

Considering the next continuing education cycle is 18 months and assuming that the EDI webinars are offered on a monthly basis, the related speaker expenses will account for \$27K. The costs will be distributed over two fiscal years: \$18K in 2021 and \$9K in 2022 fiscal year.

The EDI webinars are recommended to be offered to OAA members at no cost i.e. there will be no enrollment-generated revenue to offset the related costs.

Scenario II

CCDI webinars are offered at a reduced speaker rate of \$1000 per webinar.

Considering the size of the OAA membership and the compulsory nature of the requirement, it is not unreasonable to try to negotiate a special speaker rate for the webinars offered to OAA members. If we succeed in reducing the current flat rate to \$1000 per webinar, the very same 18 webinars will cost \$18K. As in the first scenario, the expense will be distributed between 2021 and 2022 fiscal years as \$12K and \$6K respectively.

Despite previous membership pushback regarding mandatory courses, the Committee feels that the currently proposed administration of mandatory courses differs from its predecessor in several ways. Firstly, the required education accounts for only one hour and will be a part of the existing requirement of 25 structured learning hours. Secondly, the matter of Equity, Diversity, and Inclusion is not limited to a specific project typology, firm size, or other aspect that may not apply to all architects. Rather, the topics of Equity, Diversity and Inclusion, is of fundamental importance for all architects licensed to provide services to the public.

Action: To seek Council approval to introduce in Continuing Education Cycle 2021-2022 the mandatory requirement for a minimum of one learning hour of accredited programming focused on Equity, Diversity, and Inclusion, and direct staff to determine the best way in which to implement the requirement given the very short time frame in which to prepare for the start of the next cycle i.e. January 1, 2021.

Attachments: None

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 4.7
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To: OAA Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Communications Committee

Chair Amir Azadeh	
Bill Birdsell	Jeremiah Gammond
Jennifer King	Carl Knipfel
Joël León	Elaine Mintz
Arezoo Talebzadeh	

Date: November 20, 2020

Subject: Assessing OAA.Chat as a Digital Collaboration Tool for All Committees and Staff

Objective: To share the Committee's review of current Committee use of the private forums on the OAA.chat resource.

The OAA Communications Committee had been tasked to assess the current status of OAA.chat, along with its strengths, weaknesses, and opportunities for growth. OAA.chat has two main parts: a *public forum for members* and a *private committee workspace*.

At the previous Council meeting, the Committee reported low use of the site's *public forums*. If the *public forum* alone is to continue as a public membership engagement tool, Council was encouraged to consider ways to "cultivate trust" at its 2021 Priority Planning Session. At that time, it is recommended that the viability of solely the *public forum* portion of OAA.chat be reassessed as part of Council's ongoing membership engagement strategies.

Until now, staff have been asked to cross-post content to the *public forums* of OAA.chat with the aim to increase the number of members on this platform. While this has technically proven to be a successful strategy for solely increasing the number of members, this success has had no impact on the lack of organic involvement by members. Collected data analysis shows that once members sign

up to the public forum, they do not participate or initiate any conversation—this may be due to the aforementioned trust analysis by Communications Committee.

For this report, the Communications Committee has now turned its attention to the use of OAA.chat as a *digital collaboration tool for OAA Committees*. The site offers forums accessible only to OAA Committee or Council members. Such private digital spaces are intended to facilitate discussion in between the scheduled meetings. Committee members and OAA staff can post minutes, agenda items, and other documents, as well as have discussions, share files, vote on selections, etc.

Previously, the Communications Committee used solely email to interact between meetings. On specific occasions necessitating collaboration on files, Google Drive would be used to allow for access to spreadsheet workbooks. Similar ad-hoc approaches have been taken with other OAA Committees, but there was no uniformity to processes. Having consistency across the board would be welcomed, as it streamlines workloads for staff and sets expectations for volunteers who may be part of several Committees.

Pilot program

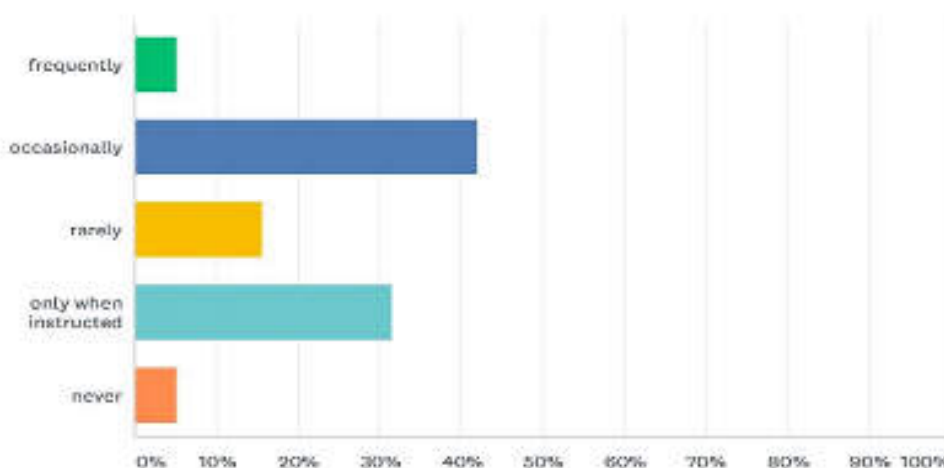
Upon OAA.chat's soft launch in the spring, three pilot Committees begin using it to explore its functionality for collaboration between meetings:

- Sustainable Built Environments Committee (SBEC);
- Policy Advocacy Coordination Team (PACT); and
- Communications Committee.

In early November, a survey was sent to support staff and individual members of these Committees, seeking opinions on experiences thus far and whether OAA.chat met their needs. The majority of respondents checked the forums "occasionally" (42 per cent) or "only when instructed" (31.6 per cent).

How often do you check OAA.chat?

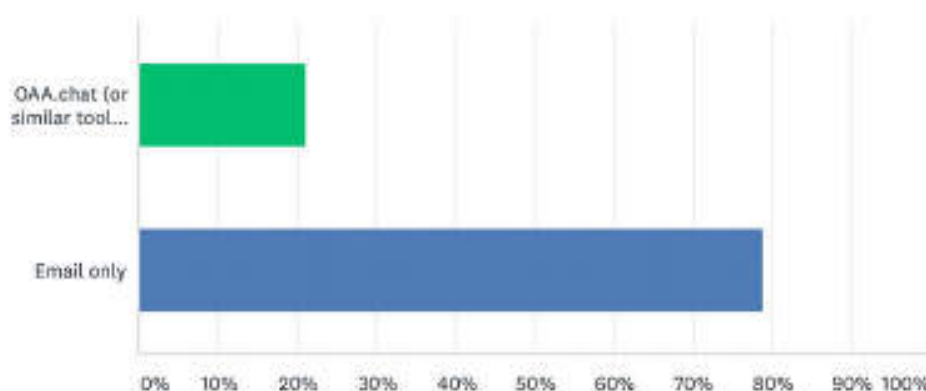
Answered: 19 Skipped: 0



However, when asked, “Do you prefer to use a tool like OAA.chat or email as means of communicating in between meetings or sharing files, etc?,” almost 80 per cent preferred to use solely email, rather than the online message board.

Do you prefer to use a tool like OAA.chat or email as means of communicating in between meetings or sharing files, etc?

Answered: 19 Skipped: 0



ANSWER CHOICES

RESPONSES

OAA.chat (or similar tool for posting messages and sharing files)

21.05%

4

Email only

78.95%

15

TOTAL

19

Given this reaction, the Communications Committee cannot recommend extending the pilot project to other Committees using OAA.chat for official work.

While many respondents like the simple design of OAA.chat, the overall concern seemed to be whether a forum was truly necessary for Committee work. Comments included frustration over needing to check yet another site (and remember another password) to a duplication of efforts for OAA staff who needed to share resources both via OAA.chat and email.

Additionally, the Committee feels moving to online forums can bring the feeling of an unwelcome 24/7 pressure to a volunteer position, subtly forcing Committee members to check the chat repeatedly and increase their volunteer workload. There is also concern the chat environment inherently sets up an expectation for immediate responses lest being shut out of a decision. Further, while having Committee conversations “archived” is beneficial for institutional memory, there was concern having a permanent, less-private library of comments may hinder some frank discussions.

Next Steps

While the results of the survey, and the Committee's own discussions, suggest a message board is not needed for collaborative work, there is merit in having a one-stop-shop for all Committee files. However, it was pointed out that this already exists in the form of iMIS Communities.

OAA Committees can easily have access to their own iMIS Communities pages through logging in to secure.oaa.on.ca. This simple site allows the posting of attachments in an easily organized filing system. Already used by Council for packages and agendas, increasing Committees' access to the Communities pages would offer a consistent experience for Councillors who also sit on multiple Committees, keeping all files in one location.

It is the Committee's understanding that the OAA is exploring an iMIS upgrade, and also pursuing an operational review in the coming year. By liaising with the various Committees to ensure their needs for collaboration are understood, it could well be that an existing solution—iMIS—will offer the easiest, most uniform approach.

As a result of the survey findings of the three pilot Committees, the Communications Committee will no longer continue its pilot test of OAA.chat for collaborative work. Staff will no longer be requested to cross-post to the public forum. As a next step, it is recommended the Communications Committee proceed to understand the needs of all OAA Committees before making a final decision on a system-wide digital collaboration tool.

Action: Council is to direct Communications Committee to explore more options for a system-wide digital collaboration tool between OAA Committees that take into account the needs of both volunteer members and staff.

It is recommended that Council reassess the viability of the public forum portion only of OAA.chat at its 2021 Council Priority Planning session as part of ongoing membership engagement strategies.

Attachments: None.

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 4.8
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Andy Thomson, Vice President Strategic

Date: November 19, 2020

Subject: 'Building Back Better' Panel Discussion

Objective: Council to consider approval of the proposed panel discussion --
'Building Back Better'.

Council is asked to consider approval of a proposal for a virtual panel discussion that would highlight work that has been done by architects to achieve net zero buildings. The working title for the event is "Building Back Better".

Objective: While the profession is aware of the significant economic and climate mitigation advantages of zero carbon buildings into the future, the public, including government officials and financiers are not. The target audience would be primarily those in the financial/government sector, however the public and OAA members would be invited to attend. This initiative is in direct support of Council's objectives around climate stability and also financial literacy. The more informed decision makers are, the better the profession will be positioned to offer solutions to address climate stability.

Panel: The panel would be moderated by a professional host or media professional, possibly from CBC. It would include a short presentation by 2-3 Ontario architects/practices which have designed net-zero buildings -- There are in fact seven OAA-award winning examples. Additional panelists would include an individual from one of the well known business schools. It will be important to connect capital expense with operating expense.

Timing: It is suggested that the panel could be hosted next spring, and perhaps a feature element of the OAA's virtual conference week 2021.

Cost: Since the event would be virtual, the costs are likely to be minimal. Honoraria or speaker fees are noted as a cost as well as the technical programming that may be needed to produce the panel discussion. It is estimated that the event could be hosted for approximately \$6,000.

With Council's approval to proceed, I will work with OAA Executive Director Kristi Doyle to reach out to a few suggested panelists to gauge their interest and availability. An update on the agenda and format will be provided to Council in January. It is noted that staff resources will be required, specifically in the area of communications.

Action: Council to approve the draft proposal for a panel discussion regarding the 'Building Back Better'.

Attached: None

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 4.9
--

To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Kristi Doyle, Executive Director

Date: November 19, 2020

Subject: **Consideration of Letter to Minister Clark re. Long-term Care / Congregate Living Spaces and the Ontario Building Code (OBC)**

Objective: Council to consider the attached draft correspondence to the Minister of Municipal Affairs and Housing (MMAH) recommending changes to the OBC to address infection control in congregate living spaces.

The attached letter to MMAH Minister Stephen Clark is presented for Council's review and approval. This letter has been drafted further to additional conversations regarding the lack of building related infection control measures within the Building Code. These conversations occurred during a recent meeting with one of the local societies as well as Executive Committee.

Council will recall that the crisis that has occurred this year in relation to the COVID-19 pandemic within our province's long-term care facilities has been a matter discussed by Council a number of times this year. The following motion was passed.

It was moved by Vilardi and seconded by Spiegel that the Vice President Communications and Vice President Education to work together with OAA Communications staff to review and post content amplifying the intersection of architecture and congregate living for vulnerable populations.

It had also been noted that staff would monitor the results of the Commission that has been established to study this issue and that further action would be considered accordingly.

Executive Committee has reviewed the attached draft letter and has agreed in principle that the letter should be sent before the final report and recommendations of the Commission are issued.



Action: Council to consider the following motion:
It was moved and seconded that Council approve the letter to Minister Stephen Clark requesting changes to the OBC to address the lack of building related infection control measures.

Attached: Letter to Minister Clark dated December 4, 2020

December 4, 2020

Hon. Stephen Clark, MPP
Minister of Municipal Affairs and Housing

[sent via email]

Dear Minister Clark,

I am writing on behalf of the Council of the Ontario Association of Architects (OAA) in support of our self-regulating mandate to protect the public interest.

As you are aware the OAA is the regulator of the province's architecture profession. The *Architects Act* and its Regulations, along with other regulatory tools such as the Building and Fire Codes, help protect the health and safety of Ontarians within the built environment.

The deaths that have occurred this year in relation to the COVID-19 pandemic within our province's long-term care facilities is nothing less than a tragedy. We support the government's initiatives to address this matter and urge that it be done swiftly. Our Council and other members of the architecture profession have been involved in much discussion regarding the design of long-term care facilities as well as other congregate living spaces since the pandemic began. We agree that change is required.

On June 1, we wrote to the Minister of Long-Term Care, Merrilee Fullerton, with an offer to contribute to the work of the independent commission. We continue to stand ready to assist, now and into the future as recommendations are developed based on the work of the commission.

We acknowledge that there are many factors that have contributed to this crisis and that the work of the commission is focussed on a broad range of issues. At this point, however, we feel it is of paramount importance to bring to your attention, as the Minister responsible for the Ontario Building Code, the lack of building related infection control measures.

its gap regarding infection control. It is our position that this matter should be addressed immediately through code changes that would clearly articulate required safety measures to control the spread of infection. At the very least, infection control should be specifically identified as a life safety issue in all congregate built spaces.

The OAA would be pleased to work directly with Ministry officials to formulate appropriate code changes and in doing so assemble a group of architects who have considerable experience and expertise in health care facility programming and design. We look forward to your early response.

Sincerely,

Kathleen Kurtin, Architect
OAA, FRAIC
President

cc: The Honourable Doug Ford, Premier



Ontario Association
of Architects

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oaamail@oaa.on.ca
oaa.on.ca

The Honourable Merrilee Fullerton, Minister of Long-Term Care
Members of the Long-Term Care COVID 19 Commission

DRAFT



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of Architects

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oaa.on.ca

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 4.10

To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Kristi Doyle, Executive Director

Date: November 18, 2020

Subject: Appointments to the Canadian Architectural Certification Board (CACB)

Objective: To ratify the recommendation for appointment to the CACB Board of Directors of Peter Osbourne and Anna Richter

As part of its mandate approved by the architectural regulators, the National CACB Standing Committee is charged with the responsibility of soliciting candidates and making a recommendation to the members of the Canadian Architectural Licensing Authorities (CALA) with respect to appointments to the CACB Board of Directors.

Each CALA member has been requested to present the attached to their respective Councils for consideration and approval. As a reminder there are nine members of the CACB Board, three appointed by the Regulators; three appointed by the Council of Canadian Universities Schools of Architecture (CCUSA); and three joint appointees each serving a three year term.

The CACB National Standing Committee solicited input from the CALA jurisdictions in early fall with respect to suitable candidates for consideration to fill upcoming vacancies. The National Committee has considered all indications of interest and is recommending the appointment of Peter Osborne and Anna Richter as outlined in the attached report. This recommendation was conveyed to the CALA meeting on November 13.

Council is asked to ratify the appointment of Peter Osborne and Anna Richter to the Board of Directors to the Canadian Architectural Certification Board.



Action: *It was moved by And seconded by.... That Council approve the recommendation of the National CACB Standing Committee to appoint Peter Osborne to the CACB Board as the CALA representative; and, Anna Richter to the CACB Board as the joint CALA/CCUSA representative.*

Attachments: E-mail from Dave Edwards, CACB National Standing Committee
Curriculum vitae – Peter Osborne
Curriculum vitae – Anna Richter

From: [Dave Edwards](#)
To: [Barbara Bruce](#); [Kristi Doyle](#); "[Jean Pierre Dumont \(jpumont@oag.com\)](#)"; [Margo Dauphinee](#); [Lynda Hayward](#); [Ben Russo - NWTAA \(ben@nwtaa.ca\)](#); [Whitney Robson](#); [Tina Carfa](#); [CALA_Admin@albc.ca](#); [Scott Stewart](#)
Cc: [Mark Vernon](#); "[Judy Pestrak](#)"; [karen@aanb.org](#); [Gordon Richards](#); "[Thérèse LeBlanc](#)"; [Don Sterritt](#)
Subject: CACB Board Nominations
Date: Wednesday, November 18, 2020 1:39:13 PM
Attachments: [Peter Osborne Board 2020.pdf](#)
[0Anna Richter Board 2020.pdf](#)

To All Presidents and Executive Directors

Your National Standing Committee on CACB is recommending that Peter Osborne, an Architect in Alberta, and a Past President of AAA, be ratified as the nominee for appointment as the CALA representative to the CACB Board; and a copy of his resume is attached for your information. In addition, the Standing Committee has agreed with CCUSA that Anna Richter, an Architect in Toronto be nominated as the joint appointee; and a copy of her resume is also attached.

We sincerely regret that notification of these recommendations is coming so late, but we have just resolved the nomination for the joint appointee with CCUSA. And, in view of the fast approaching date for the CACB's AGM, we must request an indication of support by way of an email response, on or before December 15th; which would enable the new Directors, to participate in the training sessions arranged by CACB. They would be formally appointed at the AGM.

For your information, CCUSA have appointed Jessie Andjelic from the University of Calgary.

Dave Edwards
de Lint + Edwards Architects
200 1102 8th Avenue,
Regina, SK
S4R 1C9

Cell: (306) 537-6291
Phone: (306) 359-3077

September 8th, 2020

The Alberta Association of Architects

10515 Saskatchewan Drive NW
Edmonton, AB T6E 4S1

Attn: Nominations Committee

RE: CACB Board Volunteer

Dear Nominations Committee:

It is with enthusiasm that I put my name forward for a Director position with the Canadian Architectural Certification Board (CACB). As a Partner, and owner of an architectural practice with studios in Alberta and Ontario, I am keenly aware of the impacts that architectural education has on the future of our industry and the health of our built environment. I also have a long history of volunteer involvement within the architectural industry in Alberta as well as my local community. These include as President of the Alberta Association of Architects, Chair of the Edmonton Design Committee, Co-chair of the AAA/APEGA Joint Board of Practice, and several years as a mentor to intern architects. I understand the time commitments that these position demand, and am skilled at providing thoughtful consideration to the role.

I understand that CACB is the first point of contact for many young professionals maintaining the program and standards for certification. I have always had a passion for education, personally as well as professionally. Since becoming a Registered Architect, I have been a part of the Internship Program helping to mentor and support young professionals on their path to Registration. I see this as an opportunity to apply my knowledge and passion for the profession to supporting and shaping the educational qualifications for individual graduates, Canadian Universities and broadly experienced foreign architects. My experience as an architect working with graduates, as well as a mentor to young professionals provides me first-hand knowledge of the challenges and opportunities that today's graduates face.

I bring experience as a President and Chair of several boards, and committees. I understand the crucial role that a board plays establishing and guiding strategic direction including your fiduciary duty to the organization. As a board member, I have always championed inclusive thinking knowing that all organizations are stronger when more diverse voices can be heard and provide input into decisions.

Thank you for your consideration for the Director position with the CACB. Please do not hesitate to contact me at 780.566.1443 or by email at peter.osborne@gecarchitecture.com should you have any questions or require any additional information.

Yours Truly,
GEC Architecture



Peter Osborne PARTNER
B.E.D.S., M.Arch., Architect, AAA, AIBC, SAA, MAA, OAA, FRAIC, LEED® AP

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Andrew Tankard
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Gary Mundy
Architect, AAA, AIBC, SAA, MAA, OAA, MRAIC

Peter Osborne
Architect, AAA, AIBC, SAA, MAA, OAA, FRAIC, LEED® AP

Tyson Bolduc
Architect, AAA, AIBC, SAA, MRAIC

Jason Pare
Architect, AAA, AIBC, SAA, MRAIC

Queenie Lung
Chartered Accountant

Robert Wenarchuk
Technologist, AET, CCCA

Salima Kheraj
Urban Planner, BES, RPP, MCIP



Peter Osborne

PARTNER, ARCHITECT, AAA, AIBC, SAA, MAA, OAA, FRAIC, LEED AP



Peter is an advocate for design excellence with a reputation for effective leadership on a broad range of projects. In 2011, Peter helped establish GEC's Edmonton Studio and was made Partner in 2012. He has steadily grown the Edmonton Studio while taking on responsibilities for the management of GEC Architecture. He leads projects for GEC across educational, institutional, residential, and transportation sectors providing a hands-on approach to design leadership with a focus on collaboration with clients and stakeholders. Peter has been recognized as a Fellow in the Royal Architectural Institute of Canada, and is a registered architect in Alberta, British Columbia, Saskatchewan, Manitoba and Ontario.

Peter has led the design and delivery of projects of all types and sizes. He is currently responsible for the \$240M redevelopment of the University of Alberta's 1922 Dentistry Pharmacy building, and the redevelopment of Edmonton's City Hall Plaza - one of City's most significant urban public spaces. Peter is also Partner-in-Charge for the architectural design and urban integration for the Valley Line and Metro Line LRT extensions. Combined, these projects add approximately 24km to the current LRT alignment along with 21 new stations.

Peter has extensive experience in the planning and design of sustainable facilities. He is completing a new Health Science Centre at Okanagan College, which is one of 16 projects in Canada to be part of the CaGBC's Zero Carbon Building Pilot Program, and the only project in Western Canada to be part of the WELL Educational Facilities Pilot Program. The project is also targeting LEED Gold certification utilizing excess heat from an adjacent waste water treatment plant's effluent for its primary energy needs.

Peter is a member of Edmonton's Urban Design Working Committee, Past President of the Alberta Association of Architects, past chair of the Edmonton Design Committee, and past Director in the Royal Architectural Institute of Canada's Alberta Chapter.



SELECT PROJECT EXPERIENCE

Dentistry Pharmacy Building Redevelopment, University of Alberta - Targeting LEED Silver

400,000 SF | \$240 MILLION | 2022 | PARTNER IN CHARGE

This LEED Gold adaptive re-use and addition to the University's 1922 Dentistry Pharmacy Building will include spaces for student success, academic achievement, and conferencing as well as faculty and administration offices.

Health Sciences Centre, Okanagan College - Targeting LEED Gold, WELL Certification, Net-Zero

34,450 SF | \$18 MILLION | 2020 | PARTNER IN CHARGE

This new LEED Gold, WELL Certified and Net-Zero Carbon facility accommodates teaching labs, classrooms and offices. It will co-locate health and social development programs into a single facility.

West Block Mixed-Use Development

100,000 SF | \$70 MILLION | 2019 | PARTNER IN CHARGE

Peter was the Partner-in-Charge of this unique urban community in Edmonton bringing a new level of quality to its built environment. Located in the mature neighbourhood of Glenora, the West Block reimagined a previously abandoned housing project into an all new transit-oriented mixed-use community.

Productivity and Innovation Centre, NAIT - Targeting LEED Gold

190,000 SF | \$70 MILLION | 2018 | LEAD DESIGNER

Completed in 22 months from design through construction, this LEED Gold facility includes applied research labs, lecture theatres, meeting rooms, classrooms and offices.

Bow Valley College Downtown Campus

331,800 SF | \$188 MILLION | 2013 | DESIGNER

This LEED Silver 7-storey building is a gateway into Calgary's downtown and includes learning environments, a cafeteria, health services, an aboriginal learning centre, teaching labs, book store, offices and a garden terrace.

17+

Years in the industry

9+

Years with GEC

90+

Projects across Canada



ADDITIONAL PROJECT EXPERIENCE

CX Grandin Tower
 NorQuest College, Civic Employees Legacy Tower
 NorQuest College, Urban Campus Quad
 Century Place Tower Redevelopment
 Paul Kane Park Redevelopment
 Civic Precinct Fountain and Surface Renewal
 Louise McKinney Riverfront Park Redevelopment
 Lois Hole Environmental Learning Centre
 Strathearn Community Hall
 Bonnie Doon Leisure Centre Rehabilitation
 City of Calgary Recreation Facilities (Programming, Master Planning and Concept Design)
 Calgary Zoo Elephant Crossing
 Metro Line LRT Northwest Extension
 Valley Line LRT Extension, Preliminary Design
 Stadium LRT Station Redevelopment
 YYC Domestic Conversion & Terminal Connectivity Program
 Edmonton Airport Terminal Building Expansion*
 Halifax Stanfield International Airport Terminal Expansion*
 Owls' Nest Residential Community, Kelowna
 Londonderry Mixed Market Housing
 Parkdale ONE Affordable Housing
 Okanagan College, Health Sciences Centre
 University of Alberta, South Campus Community Ice Arena
 University of Alberta, Lister Centre Redevelopment
 University of Alberta, Peter Lougheed Hall
 University of Alberta, Edmonton Clinic Health Academy*
 University of Alberta, Faculty of Extension Renovations, Enterprise Square
 University of Calgary Administration Building Executive Office Renovations
 The Kings University, Campus Master Plan
 St. Mary's University, Heritage Centre
 St. Mary's University, Campus Master Plan
 Wenzhou Golf Course Resort Master Plan, China

* Completed prior to joining GEC Architecture

EDUCATION

Master of Architecture, Dalhousie University
 Bachelor of Environmental Design Studies, Dalhousie University
 Diploma in Architectural Technology, Northern Alberta Institute of Technology

PROFESSIONAL AFFILIATIONS

Fellow, Royal Architectural Institute of Canada
 Member, Alberta Association of Architects
 Member, Architectural Institute of British Columbia
 Member, Saskatchewan Association of Architects
 Member, Manitoba Association of Architects
 Accredited Professional, Leadership in Energy and Environmental Design (LEED)
 Past President, Alberta Association of Architects
 Past Director, Royal Architectural Institute of Canada, Alberta Chapter
 Past Chair, Edmonton Design Committee

AWARDS AND PUBLICATIONS

2019 – CEA Showcase Awards, Award of Excellence, NAIT Productivity and Innovation Centre
 2019 – AWMAC Award of Excellence, Outstanding GIS Project, Over \$500K, NAIT Productivity and Innovation Centre
 2018 – MASI Design Awards, Bronze Award, Institutional/Healthcare, Peter Lougheed Hall, University of Alberta
 2018 – AWMAC Award of Excellence - Outstanding GIS Project, Millwork over \$250K, Peter Lougheed Hall, University of Alberta
 2017 – Edmonton Urban Design Award, Merit, Peter Lougheed Hall, University of Alberta
 2016 – Canadian Society for Civil Engineering, Governmental Leadership in Sustainable Infrastructure, Valley Line LRT
 2011 – Edmonton's Top 40 under 40 Avenue Magazine
 2003 – Alpha Rho Chi Medal

Education:

- Bachelor of Environmental Studies (Pre-professional Architecture), University of Waterloo 1981
- Bachelor of Architecture (Professional), University of Waterloo, 1984
- Computer Applications in Interior Design, (Module C1), Apple Design & Modeling Centre, University of Toronto, School of Architecture, 1992 (9 month Certificate Programme)

Professional Accreditation:

- OAA member, Registered Architect in Ontario, since 1990
- Principal of Anna Richter Architect 1990 to 2020
- Principal of AR Architects Inc. (Holder of Certificate of Practice from the Ontario Association of Architects) 2020 - present

Professional Affiliation:

- MRAIC (Member of Royal Architectural Institute of Canada)
- Member, Toronto Society of Architects, since 1985
- LEED AP (Leadership In Energy & Environmental Design, Accredited Professional), Canada Green Building Council, since 2009
- 3rd year member, OAA Interns Committee Volunteer

Select Professional Development:

- RAIC "Academic Summit" July 2020
- TSA "Workplace Inclusion for Gender and Sexual Diversity" June 2020
- U of Waterloo "Future Workforce (Proofing Your Organization in a post Covid -19 World)" June 2020
- The Future of Work: Mapping the near future in the Technology Sector, Dec 2019
- POP // CAN // CRIT 2019: Education and Emergence of Architects in Canada, (RAIC) Oct 2019
- Emerging Digital Practice, OAA May 2018
- Smart Planning Our Future Cities, Canadian Urban Institute, Apr 2018
- Digitization to Fabrication Work Flows May 2017
- Construction Law Update: The New Construction Act 2017
- Achieving 2030 Goals on the Project & At the Office, OAA, June 2016
- Revit Architecture Introduction & Intermediary electronic workshops (Polding) spring 2014
- Building materials workshops including EPDM Roofing, glazing, firestopping, sealants, led lighting, etc
- Project delivery method investigations: CCDC 2, 3, 5, & IDP & Lean
- OBC SB-10 and SB -12 Energy Efficiency Tutorials, 2012- 2020
- Sustainability investigations: energy efficient buildings
- Dispute Resolution Workshop, sponsored by the OAA

Brief Employment History:

2020 - Present	AR Architects Inc. Toronto, Principal, https://ararchitects.ca/
1990 - 2020	Anna Richter Architect, Toronto, Principal
1988 -1990	Julian Jacobs Architects, Toronto, Architectural Designer & Project Manager
1987 -1988	Gabor & Popper Architects, Toronto, Architectural Designer & Project Manager,
1984 -1987	Adamson Assoc. Architects, Toronto, Arch. Designer, Job Captain, Ass't Proj. Manager
1983	Teaching Assistant to Eric Haldenby, Iconography course, University of Waterloo

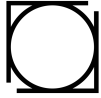
Select Project Experience:

Post Professional:

- Rumble Automation, Mississauga (new 160,000sqft office & specialized industrial manufacturing plant facility): Acted as Advocate Architect for the Client through the design build process including: preparing the RFP and Owner's Statement of Requirements (several hundred pages including Outline Specifications) incorporating the work of engineering consultants into RFP/OSOR, reviewed design and construction as the Owner's representative and participated in managing the co-ordination of process engineering with building engineering.
- Metro Toronto Community Services Offices, North York: Prime Consultant: Design and full basic services including co-ordination of engineering consultants, base building and tenant improvements for private property owner of 24,000 SF (including co-ordination with tenant's facilities planning staff)
- Dixie & Steeles, Brampton: Renovation of a 350,000SF Industrial Building to more Commercial Uses: Prime Consultant: Schematic Design through to Construction Contract Administration (Full Basic Services) and completion for exterior building and grounds renovation of a 20 acre industrial property including co-ordination with constructor of maintaining operations of a shipping company and all other tenants during construction.
- Larson Juhl, Mississauga, 18,500 SF addition to Manufacturing facility including explosion hazard paint booth: Prime Consultant : Schematic design, design development and construction documents including co-ordination of engineering consultants, tender administration followed by Construction Contract Administration during Construction phase
- L'Olivier, Toronto: Bistro interior including co-ordination with base building mech. & electrical systems
- Four Seasons Hotel Toronto: Kosher Kitchen; and Hotel Generator Replacement Building Alterations,
- Opinions regarding the Ontario Building Code, Feasibility Studies, Zoning, etc.
- Custom, single family residential restorations & renovations, & new constructions
- Project and Construction Manager, Single family house renovation and addition
- Documentation and representation at Committee of Adjustment Hearings

Internship:

- Canada Life Investment Management/ Mortgage Services Offices, Toronto: Project Manager for 40,000 SF office interior design and renovations including co-ordination w/existing base bldg systems
- World Financial Center, Battery Park City, New York, (schematic design by Cesar Pelli & Assoc. New Haven): Office lobby Interiors and retail storefront inc co-ordination of base building systems with tenant improvements; base building improvements for 10,000SF restaurant including mech & elec engineering co-ordination; design development and co-ordination of S, M & E engineering services for 120' long enclosed pedestrian bridge between two office buildings; Wintergarden curtain wall glazing co-ordination; co-ordinating transfer of information and docs to external team members
- Beaver Creek 3 Office Building, Richmond Hill: New 6 storey Office Building, Ass't Project Manager
- Yerba Buena Gardens, San Francisco (Project Co-ordination by Olympia & York Developments): short term involvement co-ordinating pedestrian access, fire exiting, parking & circulation at urban planning stage for 9 block revitalization of the South of Market area including the San Francisco Museum of Modern Art, Marriott & Four Seasons Hotels, Theatres, Moscone Convention Centre
- North American Life, Toronto & 4th & 2nd, Calgary (Office Towers): member of winning design teams
- 4th & 2nd and 3rd & 3rd, Calgary, Office Towers: Design Development and Construction Documents,
- YTV Studios, Toronto: Construction Dispute Resolution



Ontario Association
of Architects

INDICATION OF INTEREST
TO SERVE ON A COMMITTEE, TASK FORCE
OR
AS APPOINTED OAA REPRESENTATIVE

It is the policy of the Ontario Association of Architects that "Council appointments to statutory and non-statutory committees, task forces, and of representatives and liaison to external committees and agencies, shall ensure, to the best extent possible, that the diverse nature of the Association's membership is reflected. Council shall ensure that appointment opportunities are open to all members and intern architects, and will encourage and facilitate the participation of members who have not had prior involvement on committees and task forces, or as appointed representatives."

To assist Council in meeting these criteria, please complete this Application Form and return to the OAA with your Curriculum Vitae.

Name: Anna Richter

Address: 109 Glencairn Ave., Toronto, ON M4R 1N1

Phone: 416-322-5867 **Fax:** _____ **Email:** anna@ararchitects.ca

Identify Committee, Task Force or Appointment applied for:

CACB Professional Appointment

List all previous OAA Appointments, experience on OAA Committees, Task Forces, Council, etc.

OAA Interns Committee Jan 2018 to Dec 2020

OAA CAUSE Committee - Spanish River, ON

Indicate the reason for your interest in this Committee, Task Force or Appointment.

My experience these last 3 years on the Interns Committee has provided an opportunity to improve my understanding of some of the challenges faced by recent graduates. I would like to apply this knowledge towards sustaining a positive, relevant future for architecture in Canada by reinforcing professional practice with sound academic education.

Outline areas of expertise and experience that you believe you can bring to this Committee, Task Force or Appointment.

As a sole proprietor for decades, my experience across all aspects of projects, as well as varied scopes and natures of projects, offers a broad spectrum of professional experience as context to measure academic initiatives against. As Chair of the Interns Committee Student Outreach Subcommittee this past 2 years, I have acquired a better understanding of some challenges faced by recent graduates in architecture and continue to be interested in supporting students striving for excellence in architecture in practice. I would be honoured to have the opportunity to bridge the professional and academic architectural communities.

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 5.1
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Kristi Doyle, Executive Director

Date: October 26, 2020

Subject: Further consideration of the resolution as approved by the membership at the August 6, 2020 Annual General Meeting

Objective: Council to consider further the additional elements of the resolution passed at the August 6, 2020 Annual General Meeting (AGM) to further study of efficacy of the stamp system.

As a reminder, the following resolution was passed by a vast majority vote of the membership at the Annual General Meeting of the members held on August 6, 2020:

Be it resolved that the OAA Council immediately rescind the requirement for mandatory electronic stamps and at the 2021 Annual General Meeting, present a report to membership on the efficacy of the entire stamp system and its ability to meet the OAA's core mandate of ensuring that all proposals submitted to municipalities governing the construction of building within the scope of the Architects Act

Council considered this member resolution at the September Council meeting and after discussion passed the following Council motion:

It was moved by Birdsell and seconded by Vilardi that the mandatory requirement for OAA members to obtain a digital seal offered through Notarius be rescinded effective immediately; and, that this direction be communicated to the members in the coming week; and, that the Executive Director and Registrar be directed to identify the existing options regarding seals to members in that communication; and that, a report be presented to Council at the November meeting to consider the second portion of the members' motion.-- CARRIED (10 in favour, 2 opposed, 3 abstentions)



In accordance with that motion, notice was provided to the membership via Special OAA News on September 29. A copy is attached. The notice advised of Council's decision to immediately rescind the mandatory requirement for digital seals and outlined the options regarding seals for members.

The purpose of this report is to bring forward to Council the second portion of the members' resolution:

"....present a report to membership on the efficacy of the entire stamp system and its ability to meet the OAA's core mandate of ensuring that all proposals submitted to municipalities governing the construction of building within the scope of the Architects Act."

As an additional reminder, the OAA By-laws require Council to consider a member resolution within three months from when it is passed, however it is noted that the motion is not binding on the Council. As such, Council may wish to consider various approaches to address this question, as is, or in an amended format.

The following are a few points of information that Council may wish to consider in deciding next steps based on my discussions with the Registrar as we implemented Council's direction from the September meeting in regards to rescinding the mandatory requirement for e-seals.

The professional stamp/seal system is one that is used by a number of professions in order to signify a professional is taking responsibility for the 'work'. Council may wish to first gain a better understanding of the issue being raised in the members' resolution, and whether there is evidence to support further study i.e. is there a problem? Does the concern really lie with the efficacy of the seal or is the issue centred around the control of document and public dissemination and/or education of building officials?

Historically, the most prevalent regulatory issue related to stolen seals occurred when a client used an architect's sealed drawings after the client-architect agreement had terminated without the architect's permission or knowledge. In 2016, the OAA enforced, through injunction, an instance of a fabricated seal. So to the point above, "what is the problem we are trying to solve". Meaning that, if there are issues with fraud or misuse of a member's seal will they be solved by security? Or would the issues persist no matter what level of best practice seal/document security the OAA recommends to its members.

It would seem that many practices develop methods of how they seal and secure documents that work for their scale and type of work. It has been suggested that documents and seal images are most vulnerable when they are out of the control of the architect or Licensed Technologist OAA. One example is when a project is restarted after having been put on hold for a number of years and the client uses the original architect's documents without permission. The second example is when municipalities make project application documents available for view to the public on their websites. This is an issue that we have discussed before with groups like the City of Toronto.

This leads to the notion that more communication and education is needed at the building official/planning department level in respect to how they treat sealed documents. In addition, more education around enforcement of professional

design requirements as set out in the *Architects Act* by municipal official may be of particular importance in this discussion.

Again, the above information is simply provided as some initial thoughts based on conversation that myself and the Registrar have had over the last few weeks. A more fulsome discussion among Council is required in directing next steps on this matter.

Attached is a copy of the full member's motion which includes an introduction to the motion as read into the AGM meeting minutes.

Action: Council to consider further direction in relation to the second part of the resolution passed by the members at the AGM on August 6, 2020.

Attached: August 6, 2020 AGM Member motion and introduction
OAA Special News Bulletin dated September 30, 2020

This motion was received in accordance within the deadline and duly signed by the following members in good standing as prescribed in OAA By-laws, Revised 2017 to be voted on at the OAA Annual General Meeting, August 6, 2020:

Jillian Aimis

Scott Harry Barker

Keith David Benjamin

Limor Benmor-Mizrahi

Jenny Lee Chau

Geoffrey Giles Christou

Pawel Fiett

Bojana Ivanova

Brian D. Luey

Vladimir Aleksandar Popovic

Lorne H. Rose

Sheena Sharp

Motion to Rescind the Requirement to Make Notarius Seals Mandatory.

The core mandate of the OAA is to protect the public by ensuring that buildings within specific categories are designed competently. The OAA executes its mandate through a licensing process requiring education, experience and exams, continuing education, and through ensuring that municipalities only accept designs sealed by licensed architects. Until January 2022 architects can signify that they are licensed by applying the digital image of their rubber stamp, to SPA/Permit drawings. Municipal employees can then check that the name on the stamp has a current license by referring to the OAA website.

In November, 2018, the OAA moved to a mandatory electronic system provided by an outside provider, Notarius. As of January 2019, new requests for seals have been issued solely in this digital format. Effective January 2022, all architects must exclusively use the Notarius electronic seals to seal documents.

There are several problems with this decision:

1. It only addresses the legitimacy of the stamps, which is a small part of ensuring that all buildings within the scope of the Act are designed by architects.
2. Architect's seals are used primarily on documents submitted to authorities having jurisdiction, and on documents related to contract administration. Authorities having jurisdiction accept digital representations of the stamp.
3. Commonly available, inexpensive and effective software can be used to lock drawings and documents.
4. This system does nothing to address the issue of whether municipalities are recognizing when the stamps are required, which is anecdotally a larger problem.

This system is not paid for from existing fees. At \$140 sign-up fee and \$185/yr, this amount is affordable for many architects. However, it represents a 20% increase in license fees, and approximately \$750,000 per year for Notarius, of which the OAA gets 5%. This is significant cost for a system that is solving a non-existent problem.

I support the following motion:

We move that the OAA Council immediately rescind the requirement for mandatory electronic stamps, and at the 2021 Annual General Meeting, present a report to membership on the efficacy of the entire stamp system and its ability to meet the OAA's core mandate of ensuring that all proposals submitted to municipalities governing the construction of building within the scope of the Architects Act.

SHEENA SHARP, ARCHITECT

Name of Member (Architect or Licensed Technologist)



Signature of Member (Architect or Licensed Technologist)



OAA Council Considers Members' AGM Resolution Last Week

Discussion Results in Decision to Rescind Mandatory Requirement for OAA Digital Seals Through Notarius

The OAA has removed its requirement for a digital seal issued through Notarius. The decision was made at the OAA Council meeting on Thursday, September 24, and is effective immediately.

A [members' resolution](#) to rescind the mandatory requirement for new OAA seals to be digital via Notarius was approved at the [Annual General Meeting](#) in August. As per OAA By-laws, Council explored this matter, having a lengthy discussion that capped off months of reviewing and evaluating OAA seal use.

Previously, Notarius digital seals had been mandatory for new applications, as of January 2019, for Architects and Licensed Technologists OAA. This would have been extended to *all* Members as of January 2, 2022. However, with the requirement rescinded, both physical and digital OAA seals, accompanied by high-resolution seal images, may now be applied for and used. Members may make their own choice.

More information will be shared with the membership as Council continues to explore this transition and also considers the additional aspects of the members' resolution, which include a review of the digital seal program in general as well as consistent requirements for professional seals by municipal officials. Further discussion is planned for the next Council meeting, which is scheduled for November 5.

IMPORTANT INFORMATION FOR THOSE WHO REQUIRE A SEAL

If you require an OAA seal from this point forward, you will have two choices—digital or physical. Follow the instructions on the OAA Website related to the [Notarius digital seal](#), or apply for a physical seal directly from the OAA through the [Office of the Registrar](#). In both cases, you will also receive a complimentary high-resolution image of the member seal.

IMPORTANT INFORMATION FOR THOSE WHO ALREADY HAVE A NOTARIUS DIGITAL SEAL

Those already using Notarius digital seals and high-resolution seal images can continue using them. However, if you wish to obtain a physical seal, you can proceed with an application by contacting the [Office of the Registrar](#), and a seal will be provided to you at no cost. (Please note: this only applies to those who signed up for a digital seal before September 30.) Refer to [Regulatory Notice 1](#) for information related to seal application and usage best practices.

For more information, contact the [Office of the Registrar](#).

You are subscribed as **INSERT_EMAIL**

Click here to unsubscribe or update your email preferences

OAA Members may not unsubscribe from OAA Regulatory Notice.

The OAA office is located at 111 Moatfield Drive, Toronto, ON M3B 3L6

ITEM 5.2

**To Be
Distributed**

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 5.3
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Kristi Doyle, Executive Director

Date: November 26, 2020

Subject: Tools and Resources re. Professional fees

Objective: To report on existing resources and activities in support of professional fees in response to the action directed by Council in March 2020 as noted below.

The 'Action' as directed by Council at the March 2020 meeting following a discussion about professional fees is noted below. Council's direction was focussed on specific program areas and has been parsed accordingly below. The update and/or responses are noted below each (no italics).

March 5, 2020 Council – excerpt Open meeting minutes

Council Action Item: *Moving forward it was agreed that the following elements would be considered in the strategy around professional fees under current initiatives:*

- **Qualification Based Selection (QBS) – under the Vice President Strategic/PACT portfolio:** *Updating of the OAA QBS documents, consider participation in the national study being proposed which will provide stronger evidence as to why lowest price is not best. Based on these two items develop better information and marketing tools for QBS that can be rolled out to procurement folks, and to members.*

QBS

The OAA formally presented its new page on Qualifications-Based Selection (QBS) earlier this fall. The OAA has been a long-standing advocate for QBS, and has worked in partnership with other industry associations and through the



Construction Design Alliance of Ontario to try to secure a broader adoption of QBS in the industry. As part of these early efforts, the OAA had developed a "QBS Kit" with templates for procurement officials. In 2019, direction was given, based on the recommendation of the Practice Resource Committee, to review and update those documents along with the communications plan. OAA Council approved hiring a consultant to coordinate a review and rewrite with more of a focus on marketing of QBS.

The new web page provides an overview of what QBS is (and isn't), advocates for QBS as the best practice for procuring professional services, and provides links to various QBS resources. The former "QBS Kit" has been archived, but can still be accessed via this page.

Feedback to date on this refreshed resource has been positive.

North American Study on QBS

The OAA has supported a study titled 'The State of QBS' which is being overseen by ACEC USA and QBS Canada. It is an update to a 2009 study of American QBS usage and benefits. This new study now includes Canadian QBS data – with the Canadian data included as part of the overall study and also separated for the Canadian market as well.

The results of this study will be critical in OAA's work to advocate for the use of QBS such that it will objectively quantify the QBS benefits to the owners of projects and demonstrate how better procurement that is not price focused can deliver better value for the owner and the community it serves. The group is on target for a completion of the study in the first half of 2021. Once that is released, the OAA can work on further education and communication of both client groups, the public and members.

- ***Architects Act and Regulations – under the Vice President Regulatory/Regulatory portfolio: how the legislation might be further strengthened to support and enforce the matter of charging 'fair and reasonable fees'***

Fair & Reasonable Fees and Regulatory Considerations

A working group continues with the research that is underway to consider strengthening the regulatory and legal framework of the profession around unreasonable contract language. The issue of fair and reasonable fees is also under discussion.

The following is a summary of the regulatory considerations as discussed with the Registrar and Vice President, Regulatory.

Architect's professional fees (remuneration) does not explicitly exist as a legislated item in the *Architects Act* or Regulations. Remuneration is only mentioned in the *Architects Act* and Regulations insofar as the Association's ability to gather historical data which would be considered very different from prescribing or advising on professional fees.

A memorandum of law on file on the topic of professional fees and the *Architects Act* concluded that “it would not be appropriate for the architects (the Association) to promulgate a minimum fee schedule”. The conclusion was based on case law as related to the *Competition Act* (R.S.C., 1985, c. C-34) (sometimes referred to as the *Combines Act*).

It is a fairly common legal position that trying to fix, establish, enforce, administer, or direct the fees for professional services via the legislation for a self-regulated profession is contrary to the very purpose of the Act. The provincial legislature confers on the professional association of architects (the OAA) the right to govern themselves and the professional conduct of their members. The power of self-government includes the power to admit persons into the profession and the power to regulate the conduct of the members of the profession.

From a regulatory perspective, it is the conduct and competence of the Ontario architect that is our main concern. The public should expect a professional level of service regardless of the agreed to fee. This highlights the importance of responsibility of our members to understand how to price their work.

The more tools and training the OAA can provide members related to understanding their practice value the more adept they will be at pricing their work in consideration of the various risk levels of projects and how that risk fits into their business plan.

- ***Education: - under the Vice President Education and Vice President Practice portfolios: Review all information that is already available to members regarding professional fees, specifically how to price services, and ethical considerations – and how to develop more awareness/education. Information already exists in: Practice Tips; CHOP; MBA Kit and Excel sheets; RAIC guideline to fees and services; Fundamentals of Starting an Architectural Practice; Admission course. Also consider this in the context of the research under way to consider whether/how to strengthen our two-tier licensing i.e. requirements for a Certificate of Practice.***

Practice Tools

Practice Advisory Services (PAS) is reviewing information available to members to see how more awareness and understanding can be raised regarding the tools and resources currently available through the Website. This includes Practice Tips; the Canadian Handbook of Practice; The MBA Kit; Work Breakdown Structure Excel sheets; and the RAIC guideline to fees and services. All of these resources address professional fees. In addition, discussions are underway to create short information pieces by video, as well as full webinars to discuss these various resources and their intent and use.

In addition, PAS and Communications staff have continued to incorporate content on professional fees in the quarterly Practice Advisory e-newsletter.

PAS is also working with Communications in developing a series of tweets, LinkedIn posts, and Facebook posts that would cover information already available to members regarding professional fees.

Education Opportunities

The OAA's *Fundamentals of Running an Architectural Practice* contains a module focused on Bidding and Fees.

The 2021 Roster of bi-weekly webinars includes two sessions focused on Financial Literacy.

The following segments of the OAA Admission course touch on risk management and assessment of professional fees - Legal Aspects: Professional Liability and Contracts.

The OAA also actively communicates outside educational opportunities to members such as the upcoming 2-day seminar titled 'Legal Guide to Managing Contracts & Risk in Design Projects' which starts December 4, 2020.

Two-Tier Licensure

The working group is continuing its research to consider strengthening two-tier licensure i.e. requirements for a Certificate of Practice and consideration of practitioners being 'business ready' which includes determining appropriate professional fees and services.

- ***Communication – under the Vice President
Communications/communication portfolio – consider a bIOAAg series on determining appropriate fees. Also better understanding of the onus on the profession to charge the appropriate fee.***

Communications has been working with above service areas in terms of enhanced communication plans and opportunities for advancing information and education around professional fees and will continue to do so.

A call for short stories to be posted on the bIOAAg on determining appropriate fees, and/or understanding of the onus on the profession to charge the appropriate fees had been put out to VP's and others, however, nothing has materialized as of yet. I had reached out to the VPs about having them author pieces or recommend authors, but no one seemed to bite at the response.

New Ideas for further discussion and consideration

Further to the review and assessment of tools, resources, education and other activities that the OAA has to support members, the public, and client groups in understanding professional fees, a number of new ideas surfaced as noted below and will be explored further.

Creation of a Fee App

It has been suggested that it would be useful to have a tool for client use on the OAA website, with building type and dollar range of fees from high to low (including related fees such as construction values and other associated fees (not just project fees)).

Centralized Webpage for resources

Creation of a centralized fee resource page on the website highlighting existing resource to members

Collection of data on a voluntary basis

Collection of historical data on fees researched from public sources to be public information (useful to estimate current market rates). The membership could also voluntarily submit fees to create a repository of information. School Boards publish fees submitted by practices which could be uploaded to the OAA website. It must be noted, however, that a low fee posted would become the average (assuming there will be competition around it) if architects are competing on a low fee basis. It would be preferable if the average fee was posted, otherwise it becomes a race to the bottom. On the website, add high level information for the public about what forms the basis of a project fee and what hourly rates represent, etc. This goes back to the discussion of “value of time”.

Engaging Local Societies

The [OAA's local Architectural Societies](#) could advocate for QBS and reach out to client groups locally. A concerted effort is required across the province. A toolbox and strategy is required. A script could be prepared for Societies to use in their effort, and to tag team all members of a Planning Committee. Make it easy by providing them with a motion to present to their Council. MPPs want to engage with local issues, so this is where connections could start and grow. The City of Edmonton had good results with QBS and the Toronto Community Housing Centre (TCHC) modelled itself on the City of Edmonton in not selecting on fees (within 0.5% on public tariff). PAS is putting emphasis on the fact that it is better to base criteria on quality and qualification than on fees.

Enhancing the OAA Admission Course content

Enhancement of the content of the Admission Course section which is dedicated to practice management. This would provide further education to individuals at the interns stage in terms of value of time and determining appropriate fees.

Action: The report is provide for information with the intent of continuing these discussions and efforts.

Attached: None

FOR COUNCIL MEETING
December 4, 2020
(open)
ITEM: 6.1.a

President's Log

Date	Event/Meeting	Location	Attendees	Time
November 6	CDAO AGM	Virtual meeting	w/CDAO Member	10am-1pm
November 10	ORSA Society Visit	Virtual meeting	w/Society members, G.Erskine, K.Doyle	6-8pm
November 11	Education Committee (under the Trust)	Virtual meeting	w/S.Speigel,S.Vilardi,K.Doyle	3-3:30pm
November 12	BEAT recording of presentation celebrating work of Blanche Lemco van Ginkel	Virtual meeting		
November 12	CALA Admin/Regulators Open House	Virtual meeting	w/CALA members	5:30-7pm
November 13	CALA Regulators Meeting	Virtual meeting	w/members of CALA	1-3pm
November 17	London and Windsor Society Visit	Virtual meeting	w/Society members, B.Birdsell, S.Vilardi, K.Doyle	1-3pm
November 17	University of Waterloo Awards	Virtual meeting	w/faculty and students	6:30-8pm
November 18	Executive Committee	Virtual meeting	w/Executive Committee	11am-12 noon
November 18	Governance Committee	Virtual meeting	w/committee members	1:30-4:30pm
November 19	OAA/OGCA Best Practices Committee	Virtual meeting	w/committee members	10am-12 noon
November 19	pre-TSA meeting	Virtual meeting	w/M.Torza,J.Leon, K.Doyle	3-4pm
November 19	Grand Valley, Hamilton/Burlington, Niagara Society Visit	Virtual meeting	w/Society members, B.Birdsell, K.Doyle	6-8pm
November 21	BEAT Forum - Addressing Emotional/Identity Tax	Virtual meeting		10:30am-12 noon
November 23	Evolution of the Made-in-Ontario Environmental Plan Consultation	Virtual meeting	w/stakeholders, MMAH	10am
November 23	Sudbury2050.ca Finalists' Public Presentation	Virtual meeting		5-7pm
November 24	SBEC Meeting	Virtual meeting	w/committee members	9:30-11:30am
November 25	PACT Meeting	Virtual meeting	w/committee members	9:30am-12:30pm
Nov 26-27	OSPE Equity,Diversity & Inclusion Forum	Virtual meeting	w/OSPE and other orgs	8:30am-1:30pm
November 26	Toronto Society Visit	Virtual meeting	w/Society members, D.Rich,K.Doyle	6-8pm
November 27	Pro-Demnity Board Meeting	Virtual meeting	w/Pro-Demnity Board	8:30am-1pm
December 1	Comprehensive Education Committee	Virtual meeting	w/committee members	12-4pm
December 3	pre-Council event	Virtual meeting	w/Council	6:30-8pm
December 4	Council Meeting	Virtual meeting	w/Council, staf	9:30am-4pm

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.1.b
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Speigel
Andrew Thomson	Settimo Vilardi

From: Kristi Doyle, Executive Director

Date: November 25, 2020

Subject: Report from Executive Director

Objective: To provide Council with an update on activities of the Executive Director not covered elsewhere in the Council agenda.

This report outlines specific activities that have occurred which have not been reported elsewhere in the Council package since the November meeting.

Internal and Administration

New Communications Specialist, Cynthia Mykytyshyn is now on board and working through orientation and on-boarding with the Communications staff team.

With the second lock down now in place in Toronto, and other regions, the OAA Headquarters continues to be closed to the public and members. Over the fall months there had been a few occasions where small meetings were held at the OAA, however any further in-person meetings have been cancelled and will be held virtually. Individual staff are still occupying the building on a periodic basis. Safety protocols and procedures are in place in accordance with government and health officials' directives and guidelines for anyone who does attend the building. OAA Maintenance Technician, John Thomas continues to be onsite, full time, each day to ensure security of the building as well as receive mail and deliveries.

I continue to conduct a general staff meeting once a week as well as my individual meetings with the various service areas. The most recent staff chat included a short presentation by the Manager of Communications on the use of our new template documents. On November 4, we had a short presentation from the Manager of Education regarding the 'end of cycle' process.

On November 23, we held our monthly team leads meeting.

End of cycle for the Continuing Education program is fast approaching. Focus on communication to members about their professional obligations to complete the requirements and record their hours on their transcript is underway.

Communication regarding annual membership dues has also begun and invoices will be available to members via the online portal mid-December.

I met with representatives of HUB international along with Mumby and HR Administrator, Robin Darling on November 24 as a 'meet and greet'. HUB has recently acquired Mumby Insurance Brokers

I am working with the Manager, Finance to prepare for year-end and the OAA audit. The Audit Committee will be meeting mid-December.

OAA Activities/Policy and Industry Relations

Myself and Bruce Palmer, CEO & President of Pro-Demnity Insurance Company will be meeting next on November 25, 2020 for our regular monthly discussion.

At the recent AGM of the Construction & Design Alliance Ontario, I was elected to the Board of Directors for a one-year term.

On November 23, OAA Registrar, Christie Mills and I met with the newly appointed Fairness Commissioner, Irwin Glasberg.

Council may recall recent information regarding implementation of the new *Not-For-Profit Corporations Act* and sections that the OAA would like to have included within our Regulation to guide the administrative affairs of the OAA. I have received notice that the government has extended the deadline for enactment of regulations under the NFCA and therefore we continue to wait for feedback from the Ministry of the Attorney General on final regulatory changes that would apply to the OAA.

I have reached out to the new Director of Practice at RAIC, Paul Mitchell as a courtesy to congratulate him on his new role. Mitchell is a past president of the OAA.

I have recently been approached by a Steering Committee of Professors from Canadian Universities to support a grant application that they are submitting to the *Social Sciences and Humanities Research Council of Canada* in January 2021. This grant application is entitled "Quality in Canada's Built Environment: seeking equity, social value and sustainability". With a dozen university clusters across Canada, this "*SSHRC Partnership grant*" application brings together representatives from cities, community groups, professional associations, industry councils, cultural institutions and universities, from coast to coast, to advance knowledge and theory around quality in the built environment. It also seeks to develop pilot projects in the pursuit of greater equity, social value and sustainability. I have spoken with the President and we agreed that it would be appropriate for the OAA to support the application. There is no financial commitment.

National Initiatives

Along with Registrar Christie Mills, President Kurtin and Senior Vice President & Treasurer Speigel, I attended the November 13 meeting of the Canadian Architectural Licensing Authorities (CALA). Mills and I also attended a meeting of the national administrators on November 12.

I will be participating in a resource group with Engineers Canada on behalf of CALA on an initiative they have underway to study regulation of engineering in Canada.

On November 17, I participated in a meeting as a member of the Monitoring Committee for the CALA/NCARB Mutual Recognition Agreement. The following week, on November 23 I participated in a meeting as a member of the Monitoring Committee for the Tri-National Agreement between CAN/US/MEX.

I am happy to report that the revised Canadian Handbook of Practice (CHOP) is nearing completion and should be ready for publication mid-January.

Action: For information only. No action is required.

Attachments: None



Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.1.c
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Speigel
Andrew Thomson	Settimo Vilardi

From: Governance Committee

Kathleen Kurtin, Chair	David C. Rich
Jeffrey Laberge	Elaine Mintz
Susan Speigel	Michelle Longlade, LGIC

Date: November 24, 2020

Subject: Update on OAA Governance Committee activities

Objective: To provide Council with an update on recent activities of Committee.

The Governance Committee met on Wednesday, November 18 via Zoom. The following items were discussed:

- Operational Review was discussed. Executive Director to begin RFP process. It is anticipated that the review will begin in February.
- New Council Orientation materials were discussed and Doyle reviewed new information to be included. The revised document will be circulated to the committee for information, as well as available to all Council on e-communities. Council orientation is mandatory for all new Councillors, including LGIC members, and individuals who may be re-elected for an additional term.
- Executive Director and Registrar annual performance evaluations are booked for December 17, 2020.



Action: No actions required at this time.

Attachments: None.

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.3.a
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Andy Thomson, Vice President Strategic

PACT Committee Members

Andy Thomson (Chair)	Len Abelman
Toon Dreessen	Kathleen Kurtin
Kristiana Schuhmann	Susan Spiegel
Settimo Vilardi	

Date: November 19, 2020

Subject: Update on activities under the Vice President Strategic Portfolio

Objective: To provide Council with an update under the Vice President, Strategic portfolio.

Highlights:

[World Architecture Day](#)

[Bill 197 and Minister's Zoning Orders \(MZOs\)](#)

[Registrar's Review of the MMAH Guide on Secondary Suites](#)

[Letter to the Minister of Municipal Affairs and Housing](#)

[New Appointment to PACT](#)

[External Committees/Organizations](#)

PACT has not met since the last Council meeting. The Committee will meet next on November 25, 2020.

World Architecture Day: The 2020 World Architecture Day celebration will be a wholly virtual experience that is set to launch on December 7 on the OAA website. Research on the 2020 Queen's Park Picks is nearing completion and will be uploaded to the website as soon as it is finalized, in anticipation of the December 7 launch.

Bill 197 and Minister's Zoning Orders (MZOs): PGR Staff have compiled information to help the Committee examine any implications that MZOs may have on the profession of architecture, and on the public interest. PACT will review this at the upcoming meeting and determine if any further steps are necessary.

Registrar's Review of the MMAH Guide on Secondary Suites: At their last meeting, PACT requested that OAA Registrar review the MMAH guide on secondary suites out of concern that the guide may encourage a contravention of the *Architects Act* as it does not explicitly state that an architect is required where a secondary suite is being developed above another suite. At its upcoming meeting, PACT will review and determine if any further steps are necessary.

Letter to the Minister of Municipal Affairs and Housing: On November 18, 2020, the OAA issued a letter to the Honourable Steve Clark, Minister of Municipal Affairs and Housing. The letter indicates that the OAA would like to see a copy of the Reconciliation Agreement on Construction Codes under the Canadian Free Trade Agreement that the government of Ontario signed, and that the government must involve the OAA as a key stakeholder.

PACT Appointments: This item is addressed elsewhere in the Council package.

External Committees/Organizations:

- **CDAO:** The Construction Design Alliance of Ontario (CDAO) held its annual AGM on November 6. Executive Director Doyle was elected to the board. At the subsequent forum meeting, CDAO engaged in a planning session to review the organization's mandate and vision, and to determine the organization's strategic priorities. The OAA reiterated the need for procurement to remain a focus in keeping with the original mandate of the group. The CDAO working groups (Economic Recovery; Liability) have not met since the last OAA Council meeting.
- **BCACG:** After a year-long hiatus, the Broader Construction Associations Consultation Group (BCACG) met on November 3. City staff have reached out to the OAA to review the City's proposed Professional Services Performance Evaluation.

Action: None. For information only.

Attachments: Letter to Minister of Municipal Affairs and Housing



Minister Steve Clark
Ministry of Municipal Affairs and Housing
777 Bay St., 17th Floor
Toronto, ON
M5G 2E5

November 18, 2020

Dear Minister,

The Ontario Association of Architects (OAA) has a long-standing collaboration with the provincial government—and, in particular, your Ministry—as partners in serving and protecting the public through the built form.

With great interest, the OAA noted the *Code News* release on September 25, 2020. We understand that Ontario signed the Reconciliation Agreement on Construction Codes under the Canadian Free Trade Agreement, and would appreciate seeing a copy of this agreement when one can be shared.

I am pleased to report a very positive conversation with Mr. Zimmer in the Building and Development Branch, and we now understand that harmonization will be undertaken in a number of stages. As these stages unfold, we would stress the need for the Ministry to bring the OAA and other key stakeholders into that process. The OAA's dedicated Sub-Committee on Building Codes & Regulation (SCOBCAR) could be leveraged for this task.

On these and all other matters relating to the architectural profession, please do not hesitate to reach out to me if you or any of your staff ever have any questions.

Sincerely,



Kathleen Kurtin, OAA, FRAIC
President

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.3.b
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Sustainable Built Environments Committee

SBEC Members

Andy Thomson (Chair)	Cheryl Atkinson
Terri Boake	Eric Charron
Paul Dowsett	Mariana Esponda
Danny Harvey	Joy Henderson
Kathleen Kurtin	Mae Shaban
Sheena Sharp	Erik Skouris
Geoff Turnbull	

Date: November 19, 2020

Subject: Sustainable Built Environments Committee (SBEC) update

Objective: To provide Council with an update on SBEC's activities.

Highlights:

[IESO Funding for the 2030 District](#)

[SBEC and Continuing Education](#)

[TEUI Calculator](#)

[Workforce 2030](#)

[SBEC Committee Appointments](#)

SBEC has not met since the last Council memo was issued. The Committee meets next on November 24, 2020. An oral update can be provided to Council if required.



Ontario Association
of Architects

IESO Funding for the 2030 District: The Toronto 2030 District funding proposal to IESO has progressed to Stage 2 of the review process. Further updates about this funding opportunity will be provided to Council as more information becomes available.

SBEC and Continuing Education: SBEC is currently exploring how best to incorporate learning modules on Climate Stability into the current 2021 line up for Continuing Education.

TEUI Calculator: cove.tool continues to work on the development of TEUI calculator. A status meeting was held on November 16 and significant development work on the tool has already been completed. The final product is set to be delivered in early 2021.

Workforce 2030: Mae Shaban, OAA representative on the Workforce 2030 Coalition, participated in a panel discussion entitled *Workforce 2030: Strengthening Capacity for Low-Carbon Buildings*. At the November 10 virtual event, Shaban had the opportunity to showcase the OAA's focus on Climate Stability, and Equity, Diversity, and Inclusion.

Canadian Architect Articles: Members of SBEC are now in the process of writing a series of articles for *Canadian Architect* that will be featured in the publication throughout 2021. Article topics include the Toronto 2030 District, complexities of zero carbon in new and existing buildings, heritage building energy retrofits, and four walls.

SBEC Committee Appointments: This item is addressed elsewhere in the Council package.

Action: None. For information only.

Attachments: None

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.3.c
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Kristi Doyle, Executive Director

Date: November 20, 2020

Subject: Update on Appeal of Harmonized Zoning By-law

Objective: To provide Council with an update on the Harmonized Zoning By-law Task Group and the related OAA appeal to the OMB (now LPAT)

Upon direction from Council at the last meeting, the OAA is staying the course on its LPAT appeal of City of Toronto Zoning By-law 569-2013 (the harmonized zoning by-law). A hearing to conclude the appeal has not yet been set but continues to be anticipated for Spring 2021. Legal counsel will continue to keep us informed about any developments.

Action: No action required

Attachments: None



Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.3.d
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: John Stephenson (OAA past President, current co-chair of the Reconciliation round table and OAA De-Colonization working group)
Natasha Krickhan, Councillor

Date: November 26, 2020

Subject: OAA Truth and Reconciliation Working Group Report Update

Objective: To update Council on work done by the OAA's Truth and Reconciliation working group since the last Council meeting on November 5, 2020.

A meeting of the OAA Truth and Reconciliation Working Group was held on November 26, 2020. The working group is in the process of drafting its final report and recommendations. The final report to Council is anticipated in the New Year at the January meeting of Council. The recommendations are based on the Truth and Reconciliation Calls to Act that the working group feels best align with the OAA's mandate and the *Architects Act*.

The second Indigenous cultural training titled "Bimickaway" is scheduled for December 14 and 15. The training is best taken in person, however, because of the current COVID-19 situation, the first part of the training is offered virtually. It is hoped that the second part (the blanket ceremony) can be held in person later in 2021. The first session held in October received very positive feedback from the attendees.

Action: None required.

Attachments: None



Ontario Association
of Architects

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.4.a
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To: OAA Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Communications Committee

Chair Amir Azadeh	
Bill Birdsell	Jeremiah Gammond
Jennifer King	Carl Knipfel
Joël León	Elaine Mintz
Arezo Talebzadeh	

Date: November 24, 2020

Subject: Communications Committee Update

Objective: To provide an update on current and ongoing communications-related activities.

Highlights

[OAA Website](#)
[Design Excellence Awards](#)
[SHIFT 2021 Challenge](#)
[E-communications](#)
[Social Media](#)

Joined by Executive Director Kristi Doyle, the OAA Communications Committee met virtually on Tuesday, November 10 in anticipation of the final 2020 Council meeting in December. Much of the discussion centred on the results of a survey of participants in the OAA.chat pilot program, who were using the site for Committee collaboration (**see resulting memo in package**).

In addition to the information shared in this report, the Committee also reviewed the **Public Awareness Sponsorship** and **Special Project Funding programs**, setting the dates for next year as January 25 and July 26. More information will be communicated on the OAA Website and future OAA News.

The Committee discussed future opportunities in 2021, including a **podcast program**, revisions to current **e-communications** approaches and templates, and the creation of a holistic **content calendar** to ensure improved planning for the Association.

Representatives from OAAAS–The OAA Technology Program also briefly joined the meeting to discuss ways to streamline, harmonize, and enhance messaging, especially with regards to social media.

The meeting was bittersweet as it marks the final gathering under VP Communications Amir Azadeh who, like fellow Committee member Jeremiah Gammond, is not seeking re-election to Council.

Shortly after the meeting, OAA Communications staff welcomed Cynthia Mykytyshyn, as the new full-time Communications Specialist (replacing Marcia Cooper who retired after more than 20 years back in June).

OAA Website

Search engine enhancement continues as the number one issue identified by users is difficulty finding items on the site wide search. Comms staff have been working with Engine to make updates on the back end to improve search effectiveness.

As Comms staff and content administrators gain familiarity using the Content Management system, some functionality issues have been identified and Comms staff has been working with Enginess to resolve and make refinements.

In September, the Interns Committee reviewed the Intern and Student Associate pages and provided feedback and recommendations. A meeting with the Registrar has been set up for November 25 to review some of the Intern Committee's recommendations that are program-specific and require review and approval.

Website issues and wish list items are currently being tracked in the following [Google Web form](#). The form was shared with the Communications Committee at the last meeting. Additional time will be devoted in the new year to review the wish list items in detail and determine priority items to be implemented.

Web Updates (October - November 2020)

- Council Election updates
- ConEd End of Cycle and Webinar Series updates and revisions
- SHIFT Website/Awards updates
- Content editing, and revisions on new Website

Upcoming Priorities

- Search engine enhancement
- Content review and revisions

- CMS revisions
- Updating discipline history on the Member Directory
- Graphic standard review
- Accessibility training

Design Excellence Awards

The 2020 Awards publication has been sent out to all recipients of Design Excellence and Service Awards. It will soon be posted on the OAA Website. OAA staff continue to update the Awards Gallery on the website to include not only the 2020 recipients, but also those from previous years.

At the November Council meeting, a member shared considerations for Service Awards—specifically Lifetime Design Achievement and Order of da Vinci. In 2021, the Communications Committee will more closely examine these Service Awards, as well as the Honor Roll and G. Randy Roberts Award, continuing the work of the now-sunset Honours and Awards Committee.

SHIFT Challenge

The Communications Committee reviewed suggestions for the SHIFT 2021 Jury, which were submitted by members of Council and the Committee and included both experts from the design world and the wider concept of resiliency—the program's theme. (The goal is to also include a previous SHIFT participant.) OAA staff are now contacting the potential jurors in anticipation of announcing them in early December. Toon Dreessen, who was an integral part of the original SHIFT Task Group, is being contacted about participating as a jury facilitator. Jury Day will be held on February 16, and will be a virtual event.

Videos of four previous SHIFT participants were filmed, working with MCC. The video interviews seek to continue excitement about SHIFT and also answer some commonly asked questions. It's anticipated they will be posted on the OAA's YouTube channel in late November and early December.

E-communications

In addition to the regular biweekly editions of the *OAA News* newsletter, numerous other bulletin emails have been sent out since the last Council meeting. These include:

- RFP Alert for the City of Mississauga;
- reminder for participation in Intern Architect title survey;
- reminders for OAA elections, including explanation on opportunity to ask candidates questions;
- Regulatory Notices pertaining to the forthcoming end of cycle for the OAA ConEd program;
- the *Practice Advisory* newsletter.

Social Media

On **Instagram** and **Facebook**, posts and stories were used to share information about council elections, council meeting updates, Public Awareness Sponsorship program, Continuing Education end of cycle reminders, SHIFT, as well as striving for daily content on *Equity, Diversity, and Inclusion*, and *Congregate Living*, as directed by Council.

Twitter was used to inform followers about council elections, council meeting updates, information related to pandemic, and more. Many posts were retweeted from other sources in relation to Public Awareness Sponsorship Program and content of direct interest to the architecture profession in Ontario. In addition, Twitter was used to share information on *Equity, Diversity, and Inclusion*, and *Congregate Living*.

The Social Media Content Amplification Activity appendix is an overview of which platforms the content has been shared on, and the number of audience in relation to reach, engagement, and impressions.



Followers: 5,355 (**up 316 from last month**)
Average Post Audience: 1,784



Followers: 7,472 (**up 19 from last month**)
Total Likes: 7,919 (270 up from 7,649)












Followers: 2,202 (**up 16 from last month**)
Total Likes: 1,911 (8 up from 1,903)



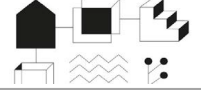








Action: For information only.







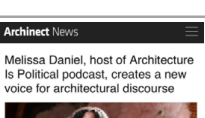
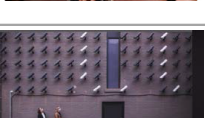
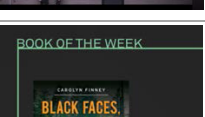

Attachments: 201124_Social Media Content Amplification Activity.pdf




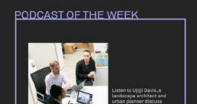





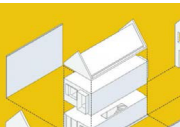










OAA Content Amplification Activity (June 9 - November 24, 2020)

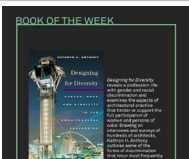
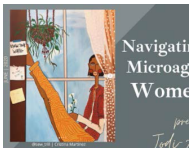





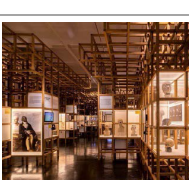
					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #'s					
									Instagram		Facebook		Twitter	
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA.chat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	Nov. 23	More Than a PR Campaign—Diversity and Inclusion Through Action in Architecture Firms		ArchDaily	✓		✓	✓	1,086	39	5	1	404	2
	Nov. 21	The book of the week: "White Papers, Black Marks: Architecture, Race, Culture" edited by Lesley Naa Norie Lokko		OAA	✓		✓	✓	1,038	14	1	0	606	5
Congregate Living	Nov. 20	Association Between Nursing Home Crowding and COVID-19 Infection and Mortality in Ontario, Canada		JAMA Network	✓		✓	✓	710	9	1	1	502	1
Equity, Diversity, & Inclusion	Nov. 19	Black Voices in Architecture		Architectural Record	✓	✓	✓	✓	769	28	5	1	460	3
	Nov. 18	Letter to the editor Addressing race		Canadian Architect	✓	✓	✓	✓	1,709	74	7	3	544	3
	Nov. 14	Podcast of the week: "The Nexus: Stephen Gray"		OAA	✓	✓	✓	✓	840	13	3	1	526	2
Congregate Living	Nov. 12	5 Architecture-Related Organisations for Emergency Response		ArchDaily	✓	✓	✓	✓	1,266	33	3	1	573	3
	Nov. 11	Pandemic effect: Community centres		Canadian Architect	✓	✓	✓	✓	1,013	37	8	1	1,136	8
	Nov. 10	Architecture of Healing: Post-Emergency and Recovery		ArchDaily	✓	✓	✓	✓	817	29	4	1	570	1







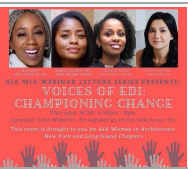
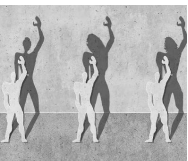
					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #'s					
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA.chat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	Nov. 9	Unconscious bias		CCDI	✓	✓	✓	✓	753	25	4	1	755	8
	Nov. 6	Book of the week: "Inclusive Housing"		OAA	✓	✓	✓	✓	1,124	33	2	1	819	5
Congregate Living	Nov. 5	How better design will improve the spaces where we work and live		Financial Times	✓	✓	✓	✓	639	13	5	2	721	2
	Nov. 4	Decolonizing Design: The Case for Universal Inclusivity		Azure	✓	✓	✓	✓	1,510	82	7	3	2,356	7
	Nov. 3	Editorial: Pandemic Pulse		Canadian Architect	✓	✓	✓	✓	693	12	4	1	635	16
Equity, Diversity, & Inclusion	Nov. 1	Podcast of the week: "POC Architecture (Canada)"		OAA	✓	✓	✓	✓	1,434	26	8	2	726	3
	Oct. 29	The importance of intersectionality in diversity and inclusion		CCDI	✓	✓	✓	✓	635	16	7	1	662	2
Congregate Living	Oct. 26	The Same People who Designed Prisons Also Designed Schools		ArchDaily	✓	✓	✓	✓	1,988	132	7	1	462	1
	Oct. 25	The Hospital of Today – and Tomorrow – is Rapidly Deployable		Azure	✓	✓	✓	✓	1,083	34	2	1	542	3
	Oct. 24	A Change is Proposed for this Site: A Short Story About Urban Inequity		Dezeen	✓	✓	✓	✓	1,267	57	4	1	1,514	5
Equity, Diversity, & Inclusion	Oct. 23	Book of the week: Mismatch: How Inclusion Shapes Design Kat Holmes		OAA	✓	✓	✓	✓	770	14	3	1	742	7









					Multi-platform strategy: Published on OAA Platform									
					Membership / Public Engagement #s:									
									Instagram		Facebook		Twitter	
Title:	Posted on:	Title:	Image	Source:	Instagram	OA/Chat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	Oct. 22	Pandemic effect: Equity in architecture firms		Canadian Architect	✓	✓	✓	✓	1,366	70	7	2	524	1
	Oct. 21	Architecture Firms Begin to Grapple with Discrimination		Architectural Record	✓	✓	✓	✓	1,404	64	6	3	532	1
	Oct. 20	The Architecture of Social Interaction		ArchDaily	✓	✓	✓	✓	2,170	148	10	1	884	4
	Oct. 19	Black Females in Architecture Is Increasing Visibility of Black Women in the Industry		Design Milk	✓		✓	✓	1,173	60	4	1	534	1
	Oct. 18	Podcast of the week: "Why Architects Should Be 'ALL In' for Diversity?" by the ARCHITECT		OAA	✓	✓	✓	✓	1,023	18	3	0	424	3
	Oct. 17	Measurements of success		CCDI	✓	✓	✓	✓	707	17	5	1	581	3
	Oct. 16	Melissa Daniel, host of Architecture Is Political podcast, creates a new voice for architectural discourse		Architect	✓	✓	✓	✓	1,535	101	6	1	876	12
	Oct. 15	How More Security Makes Women and Queer People Feel Less Safe		Faild Architecture	✓	✓	✓	✓	1,619	69	10	1	3,603	15
	Oct. 9	Book of the week: "Black Faces, White Spaces: Reimagining the Relationship of African Americans to the Great		OAA	✓	✓	✓	✓	760	12	3	1	415	1
	Oct. 8	National Organization of Minority Architects demands end to "deadly and pervasive virus		Dezeen	✓	✓	✓	✓	709	22	7	1	453	1




					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #s:					
									Instagram		Facebook		Twitter	
Title:	Posted on:	Title:	Image	Source:	Instagram	On/Offchat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	Oct. 7	Stephanie Ribeiro on how "Architecture Must Recognize the Debate Around Race and Gender"	 <p>Stephanie Ribeiro on how "Architecture Must Recognize the Debate Around Race and Gender"</p>	ArchDaily	✓	✓	✓	✓	1,438	63	7	2	6,048	17
	Oct. 6	"Let's talk about diversity"		Dezeen	✓	✓	✓	✓	699	24	8	2	543	1
	Oct. 5	J. Max Bond Jr. Lecture IMPATIENCE!	 <p>EXPERIMENTS WILL BEAR FRUIT ON A SCALE ONLY IF WE RECOGNITION AS Y PUBLICLY POS</p>	AIANY Diversity & Inclusion	✓	✓	✓	✓	727	20	7	1	550	2
	Oct. 4	Podcast of the Week: Culture and Race Within Landscape Architecture by Authentic F&F	 <p>PODCAST OF THE WEEK</p>	OAA	✓	✓	✓	✓	759	8	6	2	699	0
	Oct. 2	TORCH Mentorship Program – Social Responsibility and Community Engagement		aiany emerging new york architects	✓	✓	✓	✓	763	19	6	1	1,226	0
	Oct. 1	Womxn to the Front: Design, Activism, and Lessons from the Creative Frontlines	 <p>Deborah is a designer, activist, and entrepreneur, architect, and educator. She is the founder of Womxn to the Front, a community of Black women in architecture. She is also the author of the book "Womxn to the Front: Design, Activism, and Lessons from the Creative Frontlines".</p>	aiany women in architecture	✓		✓	✓	636	15	7	1	408	0
	Sep. 30	Disability and Design: what makes a building accessible?	 <p>RIBA Inclusion by Design Feature</p>	RIBA	✓	✓	✓	✓	743	27	8	2	397	1
	Sep. 29	The Big Questions on Race with John Amaechi OBE	 <p>RIBA Inclusion by Design Feature</p>	RIBA	✓	✓	✓	✓	867	26	8	1	536	1
	Sep. 26	Book of the week: "Mismatch: How Inclusion Shapes Design" by Kat Holmes	 <p>BOOK OF THE WEEK</p>	OAA	✓	✓	✓	✓	863	11	3	2	432	1
	Sep. 25	London competition challenges architects to design better housing for diverse communities		Wallpaper	✓	✓	✓	✓	939	34	7	1	571	3

					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #s					
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA/Chat	Twitter	Facebook	Instagram		Facebook		Twitter	
									Reach	Likes	Engage	Like	Impression	Like
Equity, Diversity, & Inclusion	Sep. 24	"Our tips make people feel quite uncomfortable" says architecture diversity platform Sound Advice	 "Our tips make people feel quite"	Dezeen	✓	✓	✓	✓	906	26	5	1	547	4
	Sep. 23	Pride in Architecture		RIBA	✓	✓	✓	✓	795	19	0	0	140	6
	Sep. 22	U of T Architecture Promises to Design a More Just and Inclusive Future		Canada's National Observer	✓	✓	✓	✓	2,366	272	0	0	737	6
	Sep. 21	Whiteness in Architecture		Architectural Record	✓	✓	✓	✓	1,262	103	1	1	424	4
	Sep. 20	Podcast of the Week: The Nexus: Bryan Lee, Jr.		OAA	✓	✓	✓	✓	803	17	3	3	407	1
	Sep. 17	Design Leadership Without Borders		AIANY Women in Architecture	✓	✓	✓	✓	743	20	0	0	635	3
		What constitutes effective community engagement in an equitable and environmentally responsible architectural practice?		AIANY	✓	✓	✓	✓	619	19	1	1	304	4
	Sep. 14	Building Anti-Racist Practices for Recruitment, Hiring and Retention		Jodi-Ann Burey	✓	✓	✓	✓	494	15	0	0	274	2

					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #'s					
									Instagram		Facebook		Twitter	
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA.chat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	Sep. 13	Book of the Week: "Designing for Diversity" by Kathryn H. Anthony		OAA	✓	✓	✓	✓	1,069	22	0	0	737	6
	Sep. 10	Navigating Workplace Microaggressions for Women of Color - Part 3 ENCORE		Jodi-Ann Burey	✓	✓	✓	✓	934	30	1	1	424	4
	Sep. 9	Harvard GSD Students and Alumni Launch Design Yard Sale for Racial Justice		Dezeen	✓	✓	✓	✓	816	15	3	3	407	1
	Sep. 6	Podcast of the Week: Racial Equity and Justice in Our Cities		The midnight Charrette	✓	✓	✓	✓	947	17	0	0	635	3
	Sep. 5	Speak Up, Speak Out: Communicating for Justice, Equity, Diversity and Inclusion		Women in Architecture (LIWIA)	✓	✓	✓	✓	1,162	33	1	1	643	3
	Sep. 2	Transforming Silence into Action		Communication Leadership, Simplicity Consulting, in collaboration with Jodi-Ann Burey.	✓	✓	✓	✓	867	23	2	2	677	3
	Sep. 1	Diversity must become a priority for architecture		The RIBA Journal	✓	✓	✓	✓	1,013	62	4	3	528	2
	Aug. 31	Kéré Architecture Designs Sceneography for Exhibition on Racism		ArchDaily	✓	✓	✓	✓	1,016	61	3	3	580	2

					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #s:					
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA/Chat	Twitter	Facebook	Instagram		Facebook		Twitter	
									Reach	Likes	Engage	Likes	Impression	Retweets
Equity, Diversity, & Inclusion	Aug. 30	Book of the Week: "Designing Women: Gender and the Architectural Profession" by Annmarie Adams & Peta Tancred		OAA	✓		✓	✓	1,360	52	53	4	1,848	15
	Aug. 29	The Visibility Project analyzes racism and discrimination at Yale School of Architecture		The Architect's Newspaper	✓		✓	✓	1,331	83	3	3	576	1
	Aug. 28	6 Initiatives that Empower Women in the Architectural and Construction Sectors		ArchDaily	✓	✓	✓	✓	657	23	1	1	435	1
	Aug. 25	Wutopia Lab's pink and blue houses explore ideas of masculine and feminine		Dezeen	✓	✓	✓	✓	1,127	56	1	1	421	2
	Aug. 21	Podcast of the Week: The Nexus: Aisha Densmore-Bey		OAA	✓		✓	✓	1,157	26	0	0	674	1
	Aug. 20	Shelter, Care and Gathering: 10 Architecture Projects Designed for Women		ArchDaily	✓	✓	✓	✓	909	53	2	2	747	2
	Aug. 17	Voices of Equity, Diversity, and Inclusion (EDI)		AIA	✓	✓	✓	✓	860	22	1	1	885	4
	Aug. 15	Architecture is Yet to Come to Terms with Trans Bodies		Faild Architecture	✓			✓	1,560	77	2	2		

					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #s:					
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA/Chat	Twitter	Facebook	Instagram		Facebook		Twitter	
									Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	Aug. 14	Book of the Week: "Architecture in Black: Theory, Space and Appearance" written by Darell Wayne Fields		OAA	✓	✓		✓	1,187	53	0	0		
	Aug. 13	BFA works for pride, not prejudice, for black women architects		The RIBA Journal	✓	✓		✓	1,124	63	2	2		
	Aug. 12	What Do We Mean By Queer Space?		Azure	✓	✓	✓	✓	1,000	50	12	3	480	4
	Aug. 11	Engaging Change: A Discussion on Anti-Black Racism		Quadrangle	✓	✓	✓	✓	791	18	1	1	579	3
	Aug. 10	Impostor Syndrome In Design		Designing in Color	✓	✓	✓	✓	1,058	44	2	2	354	2
	Aug. 6	Empowering African American Female Architects and Students		ArchDaily	✓	✓	✓	✓	915	43	0	0	374	2
	Aug. 5	Navigating Workplace Microaggressions for Women of Color		Jodi-Ann Burey	✓	✓	✓	✓	945	34	0	0	1,654	4
Aug. 4		Black Women's Experiences in Higher Education & the Workplace		University of Toronto Women's Association	✓	✓	✓	✓	921	36	4	4	493	2

					Multi-platform strategy: Published on OAA Platform				Membership / Public Engagement #s:					
									Instagram		Facebook		Twitter	
Title:	Posted on:	Title:	Image	Source:	Instagram	OnVChat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
Equity, Diversity, & Inclusion	June. 18	Towards an Empathetic Architecture: Embracing Diversity & Inclusion		OAA, Amir Azadeh	✓		✓	✓	1,442	92	5	3	665	10
	June. 9	Annabel Vaughan	 Annabe BE	BEAT	✓			✓	1,895	57	11	9		
	June. 9	Cities in the Time of Covid-19		Canadian Urban Institute	✓	✓	✓	✓	1,895	128	9	6	514	27

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.5.b
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Paul Hastings Vice President Regulatory, Christie Mills Registrar

Date: December 4, 2020

Subject: Activities Under the Registrar October 21, 2020–November 19, 2020

Objective: Statistical Update

Experience Requirements Committee (ERC): One ERC interview was undertaken using the hybrid model during this period (Committee attends via Skype with Candidate, Registrar and Administrator, Licence attending at the OAA Headquarters). As we are now currently in lockdown the interview scheduled for December has been postponed. The Team is currently investigating a fully remote interview option with the same provider we are using in Discipline matters.

Complaints Committee: 9 complaints are currently before the Complaints Committee.

Public Interest Review Committee (PIRC): No meetings were held to date in 2020.

Discipline Committee: One Discipline Committee hearing was held during this period – the Respondent requested an adjournment and the Committee agreed to adjourn to January. Outstanding hearings will move forward using the virtual platform if it is agreeable to all parties. There are 16 matters to be scheduled including written hearings for 10 instances of non-compliance with the OAA's mandatory continuing education program 2016-2018 cycle.

There are currently 2 appeals in process.



Registration Committee: There is one appeal pending from a decision of the Registration Committee. The Court has scheduled the appeal for January 25, 2021. At this time the hearing will be proceeding via videoconference.

Act Enforcement: Since the last report 12 new matters were reported to the Registrar for investigation related to misuse of the term “Architect” or “Architecture” or otherwise holding out.

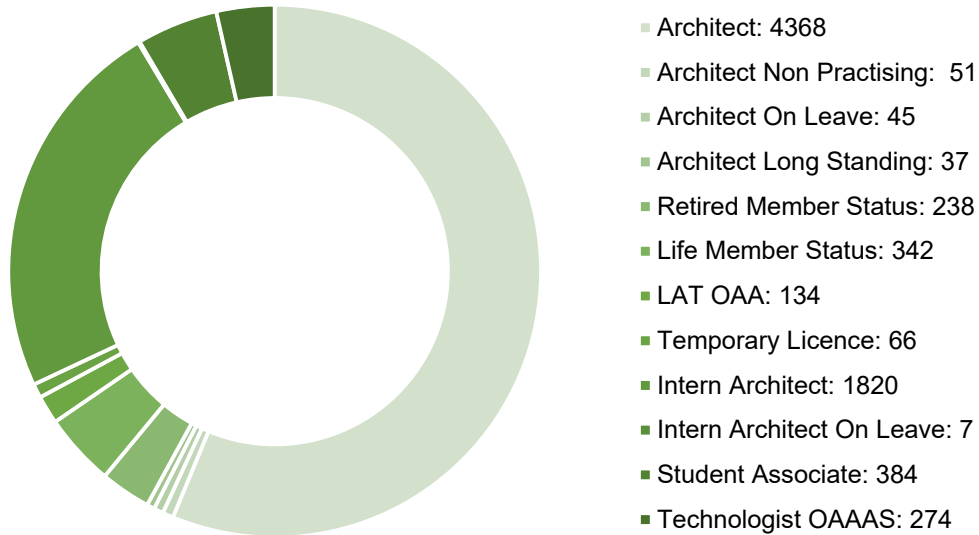
Injunction: There are no injunctions in process related to holding out and unauthorized practice.

Action: None. For Information Only.

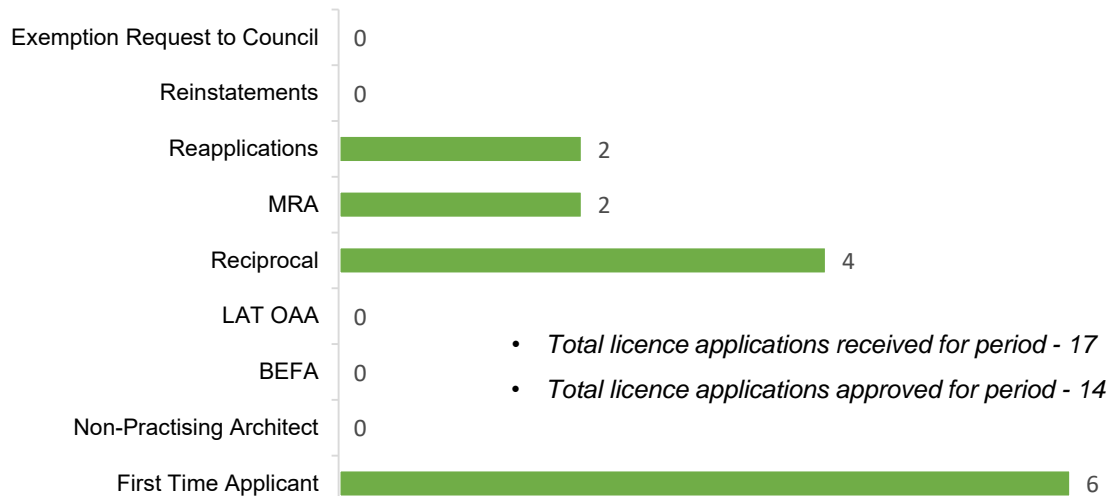
Attachments: Appendix: Activities Under the Registrar Statistics

Membership as of November 19, 2020

OAA Individual Status Distribution



Licence Application Approval Distribution For Period Oct 21, 2020 – Nov 19, 2020

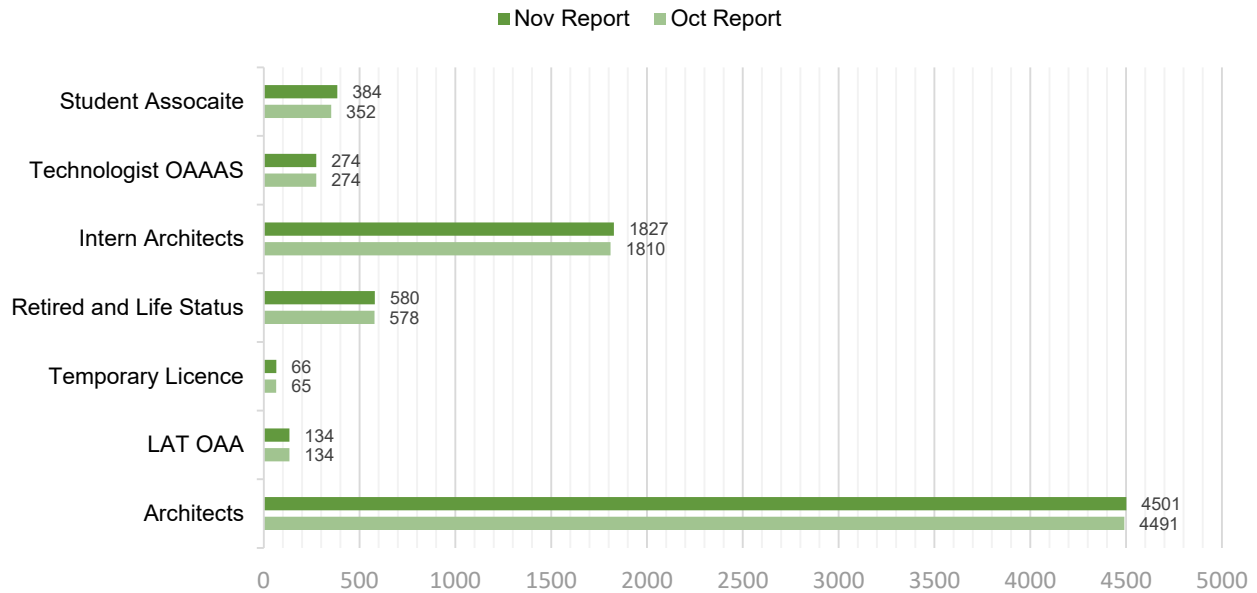


- Total licence applications received for period - 17
- Total licence applications approved for period - 14

Note: Of the 6 First Time Applicants 1 was ITP.

Note: There are 19 applications for January 4, 2021.

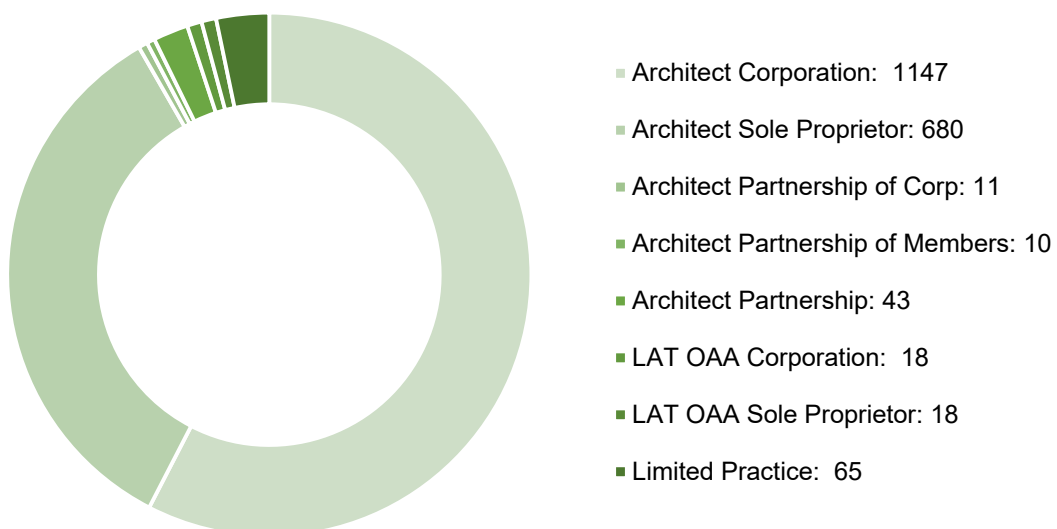
Growth in Individual Status for the Period Oct 21, 2020 – Nov 19, 2020



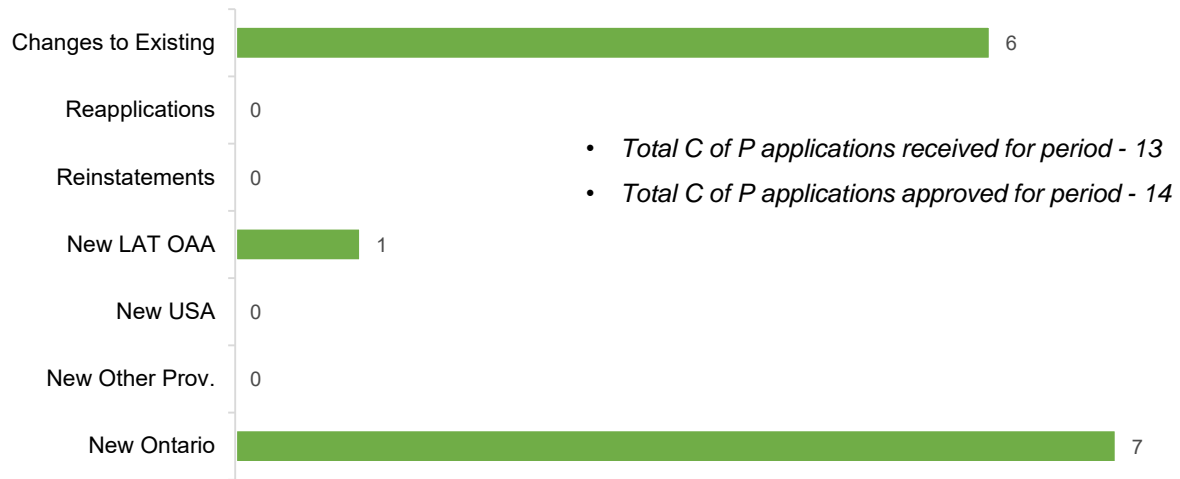
- *Total Intern Architect Applications Received for Period - 38*
- *Total Student Associate Applications Received for Period - 32*

Certificate of Practice as of November 19, 2020

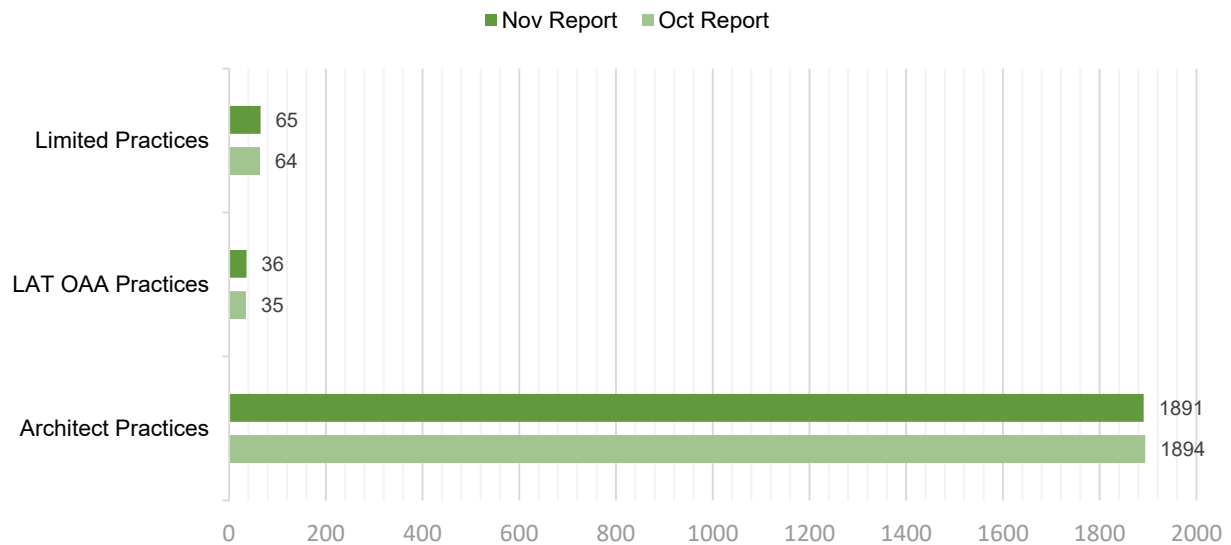
OAA Certificate of Practice Distribution



Practice Application Approval Distribution for Period Oct 21, 2020 – Nov 19, 2020



Growth in Certificate of Practice for Period Oct 21, 2020 – Nov 19, 2020



Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.5.c
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Councillor Natasha Krickhan, Chair

Date: December 4, 2020

Subject: Interns Committee Update

Objective: To update Council on the Interns Committee Initiatives

Student Outreach Sub-Committee

1. The Sub-Committee with help from OAA Communications and special guest speakers from the Interns Committee, the OAA President, Executive and a Licensed Technologist OAA, held a successful one and a half (1.5) hour "Meet the OAA" virtual student outreach event on October 27 at 6:00 p.m. to architecture students at the five (5) Ontario universities. Approximately 111 people attended this event. 27 registrants completed a post-webinar survey. A \$10.00 electronic gift card for coffee or tea was sent to 24 registrants who provide their email address in the post-webinar survey.
2. The post-webinar survey (see attached), indicated that the students are most interested in learning about the following 4 topics:
 - paths to licensure
 - finding a mentor
 - logging hours as students
 - getting involved at the OAA

Note that while the majority felt welcomed and had their expectations met, 40% responded that their expectations were only *somewhat* met. The Outreach Sub-Committee is currently considering how to improve future outreach events.



Also note that there is uncertainty amongst the students about the paths to licensure, finding a mentor and logging student hours. Christie Mills, OAA Registrar, has brought up the issue of the 60 credit hours with CALA and the importance of the schools to assign a specific person to work with the students and the CACB. Christie Mills, OAA Registrar is following up with the five Ontario schools of architecture to gain more insight into the process in place at the schools.

The Sub-Committee is continuing to meet weekly for 1 to 1.5 hours to work on follow up items such as posting the webinar of the OAA event, creating a FAQ page for the Student Associates section of the OAA website and creating a next steps document for the Interns Committee so they can continue to do outreach and build on the successes of our event this year.

It recommended that the Student Outreach “Meet the OAA” event be held annually.

Further development has occurred on the annual Welcome/Welcome Back email to students and the schools of architecture highlighting the benefits of becoming Student Associates and sharing relevant events and resources. A similar communication should go out annually at the end of term congratulating students and inviting them to become Student Associates (similar to what was sent to Student Associates in June 2020).

3. The Sub-Committee has been collaborating with the OAA Communications staff on these student outreach initiatives. The full-length webinar was recorded and is being edited by the OAA Communications staff for posting to the OAA website. The Sub-Committee would like to see shorter video segments of 3-7 minutes (either edited from the webinar or new educational videos) made available on the topics that were of interest to the students.

Interns Title Sub-committee

4. The Intern Architect Title Survey was “open” for 3 weeks to solicit feedback (issued to the OAA community by STRATCOM on October 21 and closed on November 11, 2020).
5. Of 7590 OAA members and affiliates, 1174 individuals completed the survey which represents 15% of those contacted and encouraged to complete the survey.
6. A separate memo to Council is forthcoming.
7. A PowerPoint presentation by STRATCOM will be given at the next Council meeting on December 4, 2020.

Mentorship Sub-committee

8. As of the date of this memo there weren’t any new “Amazing Mentorship Stories” submitted to the OAA Communications team by the membership to commemorate mentorship month.

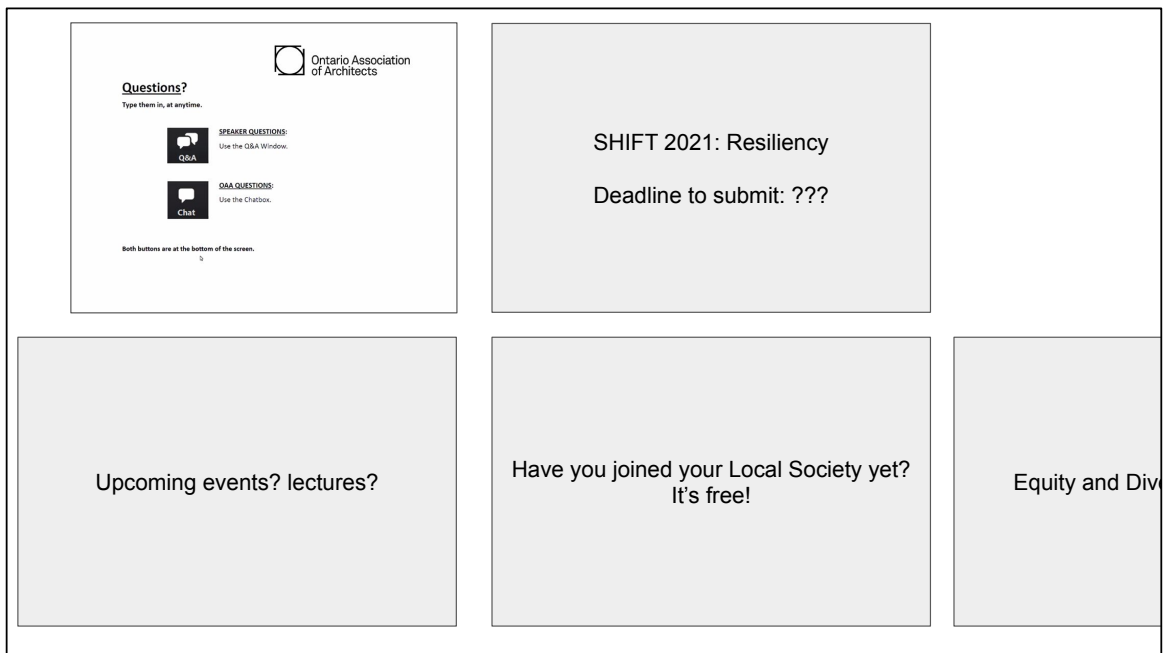
9. The feedback from the Interns Committee is that the blog of “Amazing Mentorship Stories” is valuable. One of our Committee members who is the University of Waterloo representative, has directed co-op architecture students to this blog who found it very helpful. However, evidence indicates that the current way we are soliciting for the stories from the membership is not effective.
10. The Sub-Committee is to work with the OAA Communications team to brainstorm different and more effective ways to obtain mentorship stories from the membership for posting on the OAA blog and social media.
11. As of the date of this memo, the mentorship guidebook has not yet been released to the membership.

Pro-Demnity Sub-Committee

12. Research had been conducted on the costs and processes related to creating an audiobook of claims stories, (a budget of \$3500 was recommended for a 10-15 minute pilot podcast using written material available on Pro-Demnity’s website). The breakdown of the costs of this pilot project are as follows: \$1200 for 50 minutes of studio time; \$800 for a voice actor; \$500 for a podcast producer; \$1000 for editing/packaging the claims’ stories as a podcast as well as mini-teasers.
13. The Sub-Committee is to meet with OAA Executive Director, Kristi Doyle to better understand any operational or historical ramifications related to this initiative.
14. The Sub-Committee remains committed to educating Intern Architects about professional liability insurance and understanding risk mitigation when it comes to practice. It is our belief that this has benefits beyond Internship; to practices themselves and protecting the public interest.

Action: None. For Information Only

Attachments: Meet the OAA PowerPoint presentation and notes
Interns Committee Student Outreach Sub-Committee Next Steps Document
Results from the post-webinar follow up survey



Anna

Hi,

We'll be getting going soon,

Questions use chat line

Just wondering a bit more about you who joining us tonight. We thought we'd

ask for your help by **polling** a few questions:

polls throughout, please answer, here are the first

WARM-UP POLL QUESTIONS:

- **HOW MANY PEOPLE HERE ARE STUDENT ASSOCIATES OF THE OAA? Yes? No? WHAT IS A STUDENT ASSOCIATE?**
- **IS THIS YOUR FIRST OAA EVENT? YES? NO? CAN'T REMEMBER**



Ontario Association
of Architects

Meet the OAA



Welcome!
Anna Richter

Anna Richter

- Welcome Message
 - Hello! Welcome! Bienvenue! Thanks for joining us!
 - Welcome to Meet the OAA! We have over **200 (?)** attendees! Thanks to **all of you for joining us! This is an open event and everyone is** welcome to attend, but please be aware that tonight's event will focus primarily on students and recent grads at the 5 schools of architecture in Ontario
 - We offer a special welcome to undergraduate and graduate students from U of T, U Waterloo, Ryerson, Laurentian and Carlton
 - This is the inaugural student outreach event hosted by OAA's Interns Committee; there may be some glitches so please bear with us. We welcome suggestions for next time.
 - OAA is a multi-generational, inclusive organization, respecting the Human Rights Code of Ontario
 - Today's event is meant to be an introduction to the OAA and to answer a few of your questions, put some faces to the acronym, meet a few members,. We're hoping that you'll learn about the association fundamentals, structures and the opportunities for you as a student associate.
 - Tonight our presenters include graduates of the U of T, Waterloo, Ryerson and

Carlton Schools of architecture in Ontario. We're looking forward to having Laurentian grads joining us soon!

- We're also fortunate to have graduates from outside Ontario .. . speaking of which... **Mélisa** Audet, graduate of McGill University, Architect and OAA Practice Advisory Services Manager and former Councillor and past chair of the interns committee



Ontario Association
of Architects

Bienvenue!
Mélisa Audet

Melisa Audet:

- Welcome
- All welcome but today's event focussed on students enrolled in 5 accredited programs in Ontario at U of T, U Waterloo, Ryerson, Laurentian and Carlton

Mélisa Audet
Architect, OAA Practice Advisory Services Manager, former Councillor,
Interns Committee Past Chair

Katie Kurtin
Architect and OAA President

Milda Miskinyte
Intern Architect Representative on Council, Interns Committee

Joël León
Intern Architect, Communications Committee; Programming Director,
Toronto Society of Architects

Vani Gopalkrishna
Student Associate, OAA Architectural Graduate

Amir Azadeh
Architect, OAA Vice President of Communications

Cheryl Atkinson
Architect, Interns Committee, Assoc. Prof. of Architecture at Ryerson U

Saman Soleimani-Deilamana
Intern Architect, Interns Committee

Claire Hepburn
OAA Assistant Registrar

Christie Mills
Architect, OAA Registrar

Christina Facey
Licenced Technologist OAA; and Board member at the Ontario
Association of Applied Architectural Sciences

Agata Mancini
Architect, OAA

Michael Stock
Intern Architect, Interns Committee

Diane Schunk
Interns Committee, Co-op Education at University of Waterloo

Anna Richter
Architect, Interns Committee

Natasha Krickhan
Architect, OAA Councillor, Chair of the Interns Committee

Anna:

Merci! · **poll** later in the session for optional topics for future panels. **Really** like to hear from you on that!

- Now I'd like to introduce the other presenters. Panelists, please wave when I say your name: Tonight's presenters in order include:
 - **Katie Kurtin**, Architect and OAA president
 - **Milda Miskinyte**, - Intern Architect Representative on Council and the interns committee
- **-OAA regulates the profession of Architecture** in Ontario. As such, the Association and Architects have a duty to the public. More about that a little later in **"WHAT'S THE OAA?"** segment from the following 2 panelists
 - **Joël Léon**, - intern Architect serving on the Communications committee for 4 years -and programming Director for Toronto Society of Architects
 - **Vani Gopalkrishna**, Student Associate and OAA Architectural Graduate
- **-The OAA ENCOURAGES BEST PRACTICES** which you'll learn about from
 - **Amir Azadeh**, Architect and OAA Vice President of Communications
- **-There are many BENEFITS OF JOINING THE OAA AS A STUDENT/NEW**

- **Cheryl** Atkinson- Architect serving on the interns committee, Associate Professor of Architecture at Ryerson **AND**
 - **Saman** Soleimani-Deilamana – intern architect serving on the interns committee
 - **-Typically there are 3 parts to the professional designation** – education, experience and examination. To share a slice of her comprehensive, deep understanding about that in the **Path's to Licensure** segment is
 - **Christie** Mills – OAA Registrar, serving on many committees including the interns' committee
 - **-you should know that the OAA includes the OAAAS and you'll hear much more about that and it's opportunities from**
 - **Christina** Facey, Licenced technologist, OAA; and Board member at the Ontario Association of Applied Architectural Sciences which is the technology program of the OAA.
 - Agata** Mancini, Architect & OAA VP Education will introduce you to the elements of starting a practice
- Before you get there , you'll have to sign up
- **-Michael** Stock, intern Architect serving on the Interns committee will show you how.
 - to summarize it for us, is our
 - Intern Committee Chair, Architect and OAA Councilor **Natasha** Krickhan
 - Tonight we'll be taking questions. Please use the **Q& A button at the bottom of the screen**. Our **question monitor** is:
 - **Diane** Schunk, Account Manager for Co-op Education at U of Waterloo in her 4th year serving on the interns committee
 - **And I'm....Architect and 3rd year member of the Intern's Committee. I'll be your host and moderator**

Results of poll?



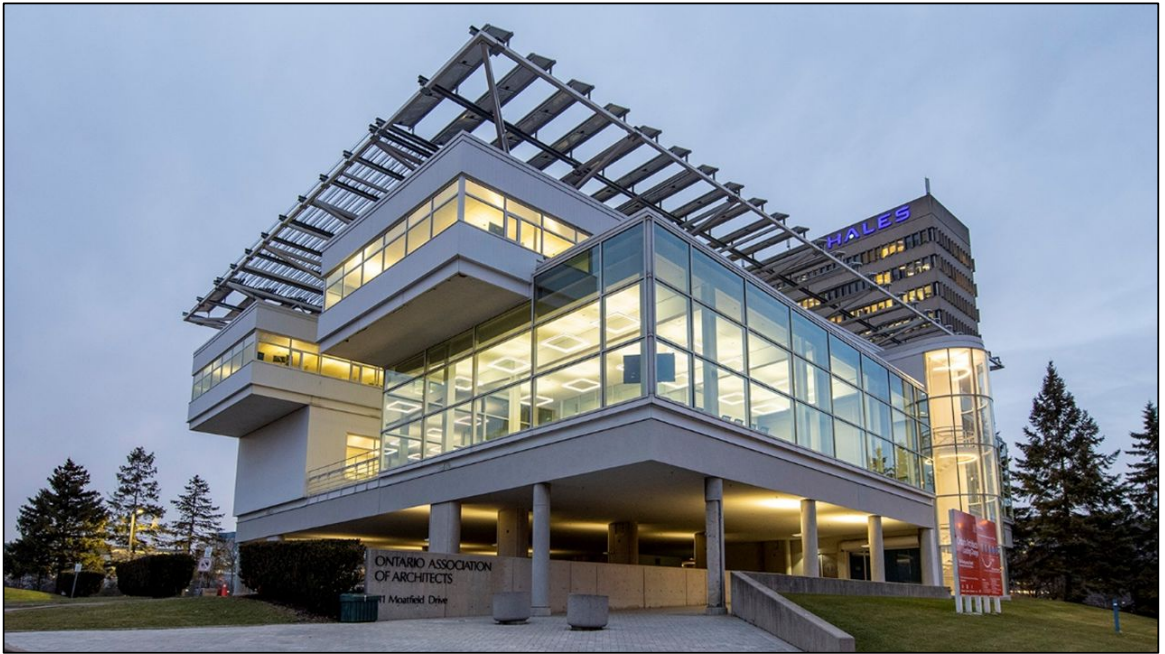
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Meet the OAA

Kathleen Kurtin

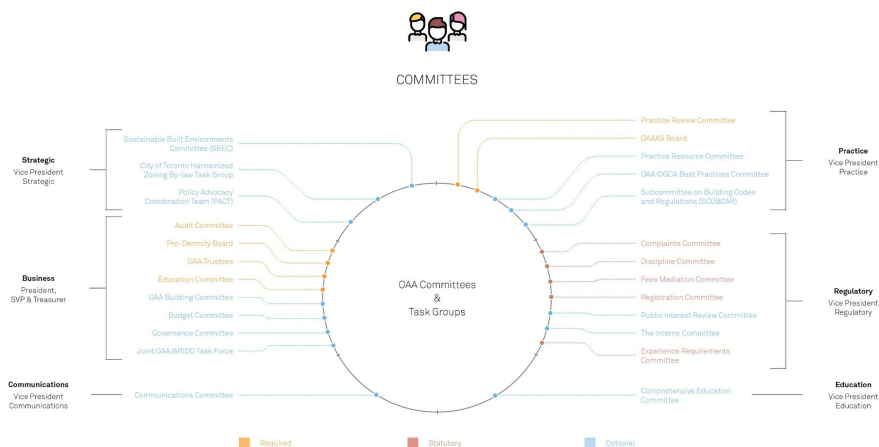
Anna:

Now, it's my pleasure to introduce the person leading us forward, the **OAA's president** who is elected annually by licensed members to lead the association....



Katie:

- Statement of acknowledgement
- welcome



Speaker: **Katie**

- Share experience as an intern, member & councillor, president
- Structure of OAA

Links to share:

Listing of Committee and Task Groups and their members:

<https://www.oaa.on.ca/about/committees>



Number of volunteers

Katie:

- Share the experience of being involved at the OAA
- Highlight HQ, future open houses, we hope . . .
- etc



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OAA Council

Milda Miskinyte, Intern Architect on Council

Anna:

- Thanks Katie
- Now:
- · Elected annually by licensed architects and intern architects and appointed to the Interns Committee
- · Graduate of both undergraduate and masters programme at U of Waterloo;
Milda MISKINYTE

Elected Representatives on Council



Milda:

- Welcome
- share experience of being involved at OAA
- Committee and council experience
- How to become an Intern Rep – elections; election platform



Ontario Association
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What is the OAA?

Joël León & Vani Gopalkrishna

Anna:

Joel - graduate of Uof t

Vani- graduate of U of Waterloo

“to regulate the practice of architecture and to govern its members, holders of certificates of practice, and holders of temporary licences in accordance with this Architects Act, the regulations, and the by-laws in order that the public interest may be served and protected.”

Principal Object, *Architects Act*

Joël:

Our purpose (as per the Act)

- Speak to the fact we were created by the legislature to regulate the profession of architecture
- Architecture is a self-regulated profession
-

- Establish, maintain and develop:
 - Standards of knowledge and skill
 - Qualification and standards of practice
 - Standards of professional ethics
- Establish and maintain or assist in the establishment and maintenance of classes, schools, exhibition, or lecture in, and to promote public appreciation of, architecture and the allied arts and sciences

Additional Objects, *Architects Act*

Joël:

Our purpose (as per the Act)

Membership breakdown

Show the membership breakdown (data from the annual report) and trends. Graphs and infographics preferred.

From website:

At the end of December 2019, the OAA included 4,300 Architects, 131 Licensed Technologists OAA, 49 Non-Practising Architects, 1,716 Intern Architects, 326 Life Members, 214 Retired Members, 819 Student Associates and 35 Honorary Members for a total of 7,590 people. There are 1911 architectural practices in Ontario.

Regulatory / Membership



Licensed: **287** this year



281 Architects

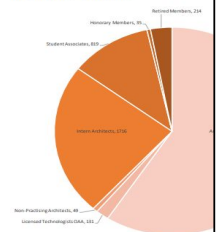


6 Licensed Technologists OAA



TOTAL MEMBERS 4482

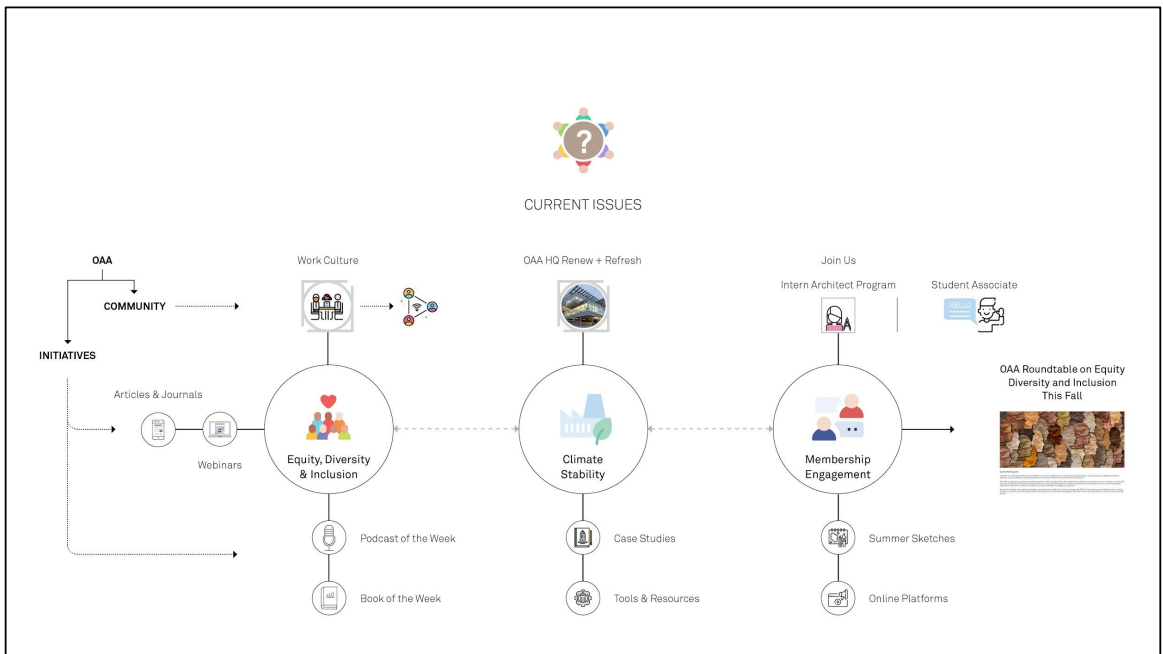
2019 Member Statistics



TOTAL CERTIFICATES OF PRACTICE

Vani:

- Being an Arch Grad at the OAA has strengthened my engagement with inter disciplinary teams. As you can see the diversity of our members... that is being recorded at the end of December 2019, across 1900 architecture practices in Ontario. And we have around 800 student associates... So for those of you who have not joined us yet, I encourage you to sign up for becoming a Student Associate



Vani

Speaking of my experience working with the communications team, has given me the opportunity to contribute to the many ongoing issues that are being identified by the Council. The OAA office building was recently renovated with sustainable strategies, to increase building performance, reduce carbon footprint and make it more energy efficient. In this context, we have a separate section in our website that talks about climate stability along with case studies of other projects and some tools and resources that are very helpful for educational purposes.

In response to the growing concerns around discrimination in the profession and otherwise,.. we have been sharing a number resources like podcasts, recommended readings,.. across our social media platforms that are centered around the topics of antiracism and architecture. Our webinars have been very successful with over 400 attendees shedding light on this issue.., and we would like to hear about your experiences too.. so please join us at the roundtable this fall, that is about Equity Diversity and Inclusion. And I am sharing the link to our website for more information and will also be discussed later in this presentation.



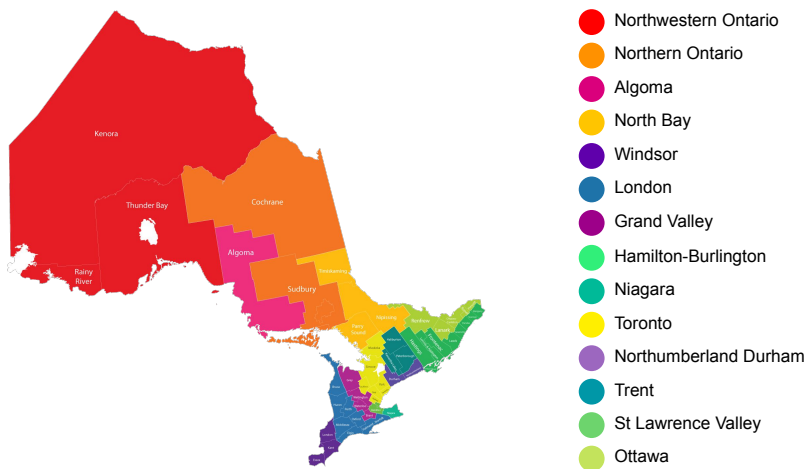
Ontario Association
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Local Societies

Joël León

Anna:

Sometimes people become involved in the OAA following their participation in local societies. Joel Leon very active in the TSA as Programming Director and other roles, back to speak about our local societies



Joël:

- Local societies are local chapters of the OAA
- Important social groups, but also places for local discussions and advocacy
- There are 14 local societies in Ontario - some have up to 2000 members and other as small as 5.
-



Up Here/CMYG
Image courtesy of the Northern Ontario Society of Architects

Joel:

Role of Local Societies

14 societies

Society activities

Link



Local Architectural Societies

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

JOIN A LOCAL SOCIETY

Find out how to join a society

Get to know the role and purpose of a Local Architectural Society and learn how to join.

[MORE](#) →

CURRENT SOCIETIES

Listing of Current Societies

Societies are the grassroots of the OAA, with 14 local groups across Ontario.

[MORE](#) →

REFERENCES FOR SOCIETIES

References for Societies

Tools and Resources you need as an Executive Member of a Local Architectural Society.

[MORE](#) →

SOCIETIES MAP

Societies Boundary Map

See the location and boundaries of the 14 Local Architectural Societies operating across Ontario.

[MORE](#) →

Joël:
Role of Local Societies
14 societies
Society activities
Link



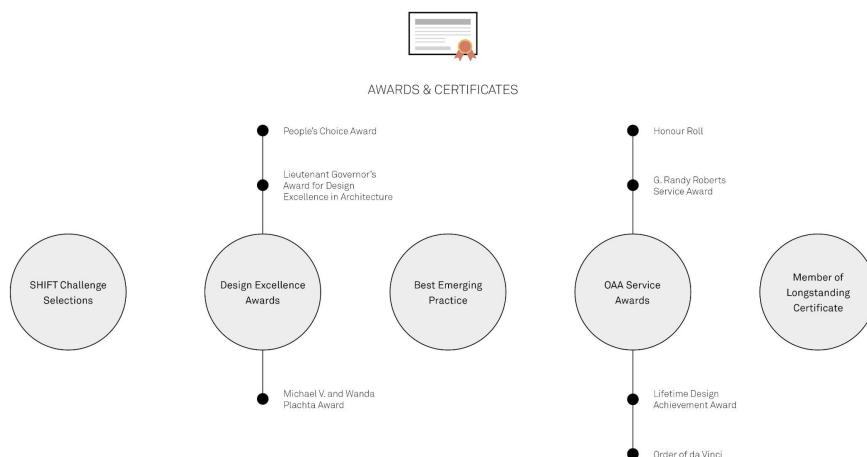
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Encouraging Best Practices

Amir Azadeh

Anna:

INTRO TO Amir Azadeh (graduate of U Waterloo), former member of Intern's committee, very interested in the supporting interns and students, to speak about Encouraging Best Practices



Speaker: Amir

Links to Share

Award Categories: <https://www.oaa.on.ca/whats-on/awards/categories>

List of 2020 winners:

<https://oaa.on.ca/whats-on/news-and-insights/news-and-insights-detail/Ontario-Association-of-Architects-Reveals-Design-Excellence--Service-Award-Winners>

2020 Celebration of Excellence: <https://www.youtube.com/watch?v=ccTfhL-Qy0Q>



SCHOLARSHIPS

2019 Recipients



University of Toronto
John H. Daniels Faculty of
Architecture, Landscape,
and Design

University of Waterloo
School of Architecture

Carleton University
Azrieli School of
Architecture & Urbanism

Ryerson University
Department of
Architectural Science

Laurentian University
McEwen School of
Architecture

Ontario College of Art &
Design Scholarship
Environmental Design
Program



Clara Bitter- 2nd yr
&
Linnea Coveney- 3rd yr

Leela Keshav- 2nd yr
&
Jing Liao- 3rd yr

Hilary Romaniuk- 3rd yr
&
Jonathan Caron- 4th yr

Eileen Xiao- 3rd yr
&
Lena Ma- 4th yr

Tristan O'Gorman- 3rd yr
&
Simao Da Silva- 4th yr

Liz Sullivan - 4th yr



Serafima Korovina

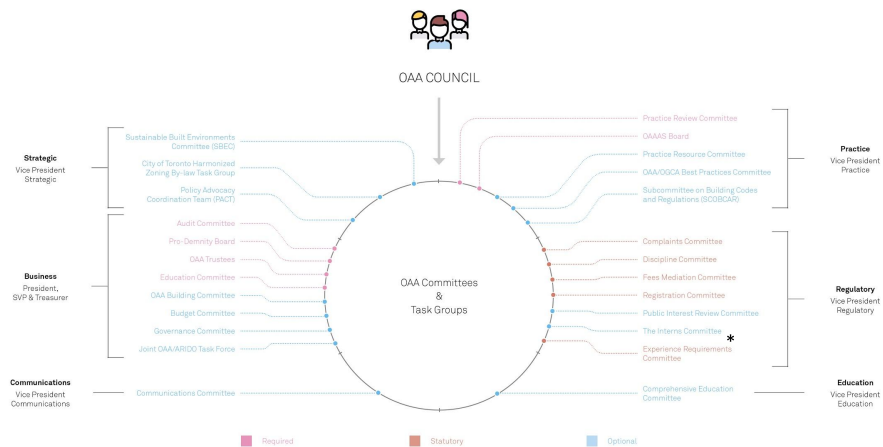
Meng Yi Dai

Kathryn J. Dekraker

Kayla Murrell

Sahana Dharmaraj

Speaker: Amir



Speaker: Amir

Links to share:

Listing of Committee and Task Groups and their members:

<https://www.oaa.on.ca/about/committees>



PRACTICE ADVISORY SERVICES



Practice Advisory Knowledge Base



Hotline



Core Documents



Practice Consultation Services



Contracts & Guides

Speaker: Amir

Links to Share:

Practice Advisory Services page:

<https://www.oaa.on.ca/connect/practice-advisory-services>

Or, if preferred, we can break them down as:

Practice Advisory Knowledge Base:

<https://www.oaa.on.ca/knowledge-and-resources/practice-advisory-knowledge-base>

Contracts and Core Documents & Publications:

<https://www.oaa.on.ca/knowledge-and-resources/documents-and-publications>

OAA Hotline: <https://www.oaa.on.ca/connect/practice-advisory-services/hotline>

Practice Consultation Services:

<https://www.oaa.on.ca/connect/practice-advisory-services/practice-consultation-services>

Shift
2021 Resiliency
Architecture
Challenge

SHIFT

2019 Projects



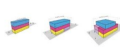
SELECTED PROJECT
**Story Pod – Grassroots
Transformation of Civic
Space**



SELECTED PROJECT
Urban Energy Shift



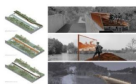
SELECTED PROJECT
GO Bike



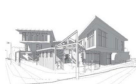
SELECTED PROJECT
**Multi-Tach: Addressing
Housing Infrastructure**



SELECTED PROJECT
Rail to Trail London



SELECTED PROJECT
**Re-Engaging the Defunct
& Historic Welland Canals**



SELECTED PROJECT
**Immigrant Landscapes:
Architecture in the Age of
Migration**



HONOURABLE MENTIONS

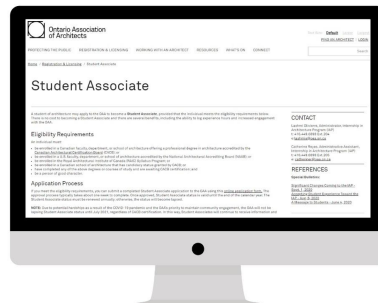
Speaker: Amir

SHIFT2021 Challenge website: <http://www.shiftchallenge.ca/>

POLL: HAVE YOU HEARD ABOUT THE SHIFT PROGRAMME? YES or NO



STUDENT ASSOCIATE INFORMATION



Speaker: Amir

Student Associate page: <https://www.oaa.on.ca/registration-licensing/student-associate>



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Benefits of Joining the OAA

Cheryl Atkinson & Saman Soleimani-Deilamani

Anna:

-intro to Cheryl U of Waterloo grad and Saman Ryerson grad

Log your hours

You get to Log up to 760 hours -20% of your total CERB hours as an employed student!

Cheryl:

I wanted to reiterate the many reasons to join the OAA as a student associate. As you have already been hearing there are multiple benefits to joining the OAA now, beyond your new ability to log 20 % of your total intern hours towards certification as an employed student.

Learning & Resources

Take advantage of the plentiful resources available through the OAA-- Blogs, webinars, practice bulletins, competitions, conference, Climate Stability tools

Cheryl:

Take advantage of the plentiful educational resources available on the website. There is a huge practice data base on line with regular practice bulletins, and lots of inspiring and scary stories. The new Climate Stability page includes free articles, case studies, digital energy evaluation tools and resources. Lunch and learn Webinars are provided several times a month with a variety of topics and speakers. The annual Conference provides discounted rate for students to attend and learn through the lectures and courses offered.

Funding & Awards

Shift Infrastructure/Architecture Challenge competition

Public Awareness Sponsorship Programme

<https://oaa.on.ca/connect/sponsorship-advertising>

Cheryl:

Biannually there is the OAA sponsored Shift Infrastructure/Architecture Challenge competition where students interns and practitioners are invited to submit work eligible for award and publication. Resiliency is the topic this year. There are categories of student awards as well at the Annual OAA Award event. The OAA also funds specific events and projects initiated by student members deemed worthy as part of their public awareness sponsorship programme.

Share

link: <https://oaa.on.ca/connect/sponsorship-advertising>

Events & Networking



Awards ceremonies, conferences, celebrations, exhibitions, talks & blogs

Cheryl:

The OAA has a variety of other events that provide opportunities for networking with peers and potential employers, and presenting or publishing work. The OAA Blog is an exciting place where you can be a virtual voyeur or share your stories, drawings, projects and thoughts with the entire community. Meet fellow student associates, interns, employers, and members from all ages and stages of the process across the province.

Volunteerism & Advocacy

There are many committees you can participate in to advocate for your particular interests and to meet like minded members.

Cheryl:

They value the presence of student participation or **volunteerism and advocacy** in one of the many committees they sponsor

Job Listings

Cheryl:

The employment opportunities page is another resource provided to find work. Get leads on job opportunities and insights into work environments at various offices across your city, community and region.

Mentorship

Offers advice in career advancement, business and practice, tips on interpersonal skills, managing clients and employers, and how to advocate for yourself.

Cheryl:

Another critical thing is the interaction you get through the **OAA Mentorship** program. In order to be a student associate you will ask a licensed architect to be your mentor whom you will meet with at key intervals as you log your experience hours towards certification.

I have been a mentor for at least 50 architects over the several decades since I registered which has been a valuable experience for me as well as for these emerging architects. It is refreshing to see the enthusiasm and dedication for the profession that recent graduates bring.

As a Co op student I remember really enjoying the chance to hear the incredible stories from work on site as well as how project pitches and interviews went from the recently launched and seasoned professionals at work. Equally valuable is a mentor, a neutral sounding board outside of the office to talk through your work experience and help you to guide your career.. It is not just about passing on skills and knowledge but socialization and personal support .

Mentorship offers advice in career advancement, business and practice, tips on interpersonal skills, managing clients and employers, and how to advocate for yourself in an office setting.

In summary these are all **valuable ways for you to jump start your career**, to learn and have a voice in building the profession you want to be a part of—whether it is promoting design excellence, education initiatives, or advocating for of Interns, Equity

and Diversity issues, or addressing the Climate Crisis.

- **Students join for free!** Students can start in first year
819 Student Associates as at the end of 2019
- Join a **DIVERSE Community** of professionals
- **Discover facets of professional practice**

Win a raffle as an intern architect & attend OAA conference for free!

Saman:

- Students can join for free! Starting in your first yeara diverse community of professionals . . .and learn more about professional practice
- experience as an Intern Architect and a member of the Interns Committee at the OAA.
- I learned about the committee and its role in advocating for Interns within the OAA when I won the raffle to attend the 2019 OAA Conference in Quebec City.
- This is an annual raffle where two Interns are selected by random and the OAA covers their cost to attend the conference. (link or more info?)

2019 AGM

Image of 2019 agm - people or graphic from event

Saman:

- One of the benefits of joining the OAA is that you can attend the AGM as Student Associates and Interns. At the conference, I had the chance to attend the Annual General Meeting (AGM). explain more . . .

Interns Committee

Saman:

- After the trip, I was asked to give a presentation to the Interns Committee about my experience and got the opportunity to attend one of the meetings, when I learned more about the initiatives and activities of the committee.
- I liked the topics discussed, the atmosphere and wanted to get more involved; and decided to join.
- If you are interested in joining the Interns Committee, there are 5 seats available for Intern Architects. And, as Milda mentioned earlier, there are 2 seats available for Student Associates. (I got the number of seats from the Terms of Reference for The Interns Committee.)
- Personally, I have found the experience very informative and rewarding.
- There is an opportunity to engage with topics that are not necessarily discussed during our studies or practice but are valuable to the internship process and future career.
- You can also advocate for issues relevant to Interns, and Student Associates, by providing the committee with feedback and suggestions; or take on initiatives within the committee.
- I think, after joining the OAA, volunteering at one of the committees could give you a better understanding of the OAA and how a self-regulating profession operates.

Roundtables

Claire Hepburn

Anna:

THANKS Saman and Cheryl for sharing your perspectives and thanks for your work on the interns committee

-As you've heard earlier many presenters working on interns committee for many years even though you may not be aware. Our committee advocated for IAP hours to be recorded as graduate students instead of waiting until after graduation from the masters programme, working on reconsidering the title "intern architect" that may be understood differently by current generation of students than the "pre-professional" meaning it had previously

-You, as a student associate have a chance to influence the future of the OAA. To offer a suggestion of how you can do that, here's Claire Hepburn the OAA's Assistant Registrar.

Volunteer opportunities for non-licensed members to discover issues affecting the profession and **contributing to the solutions**

Advocating for interns

Roundtable on Equity, Diversity & Inclusion

Claire:

- Make your voice heard! We really need student associates to come join us in the roundtable to make it meaningful! Details, etc
- links



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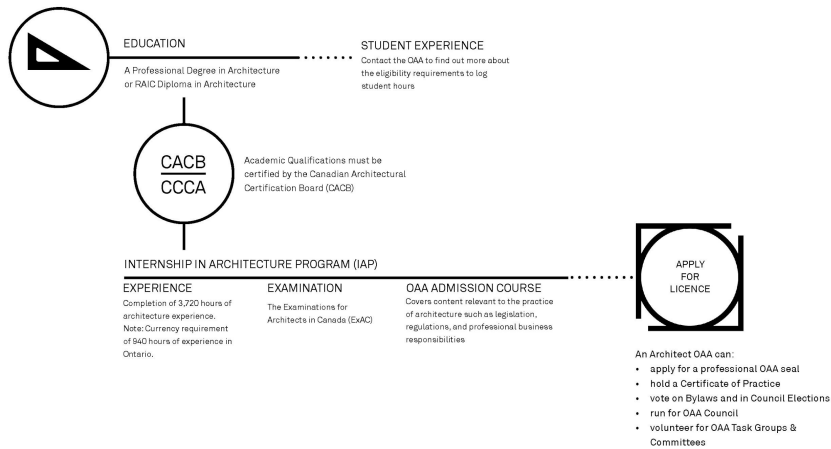
Paths to Licensure

Christie Mills, OAA Registrar

Anna:

Intro Graduate of McGill and U of T Architecture

OAA Roadmap to Licence - from Intern Architect to Architect via the Internship in Architecture Program (IAP)








 Ontario Association of Architects
For more information visit: oaa.on.ca/iap

Christie:

Share this link on the chat:

<https://oaa.on.ca/registration-licensing/becoming-an-architect>

Professional Architecture Degree?	Licensed Architect Outside of Ontario?	Architecture Experience?	Eligible Pathway	More Information
				

FIRST LICENCE PATHWAYS	YES	NO	NO	Internship in Architecture Program (IAP)	oaa.on.ca/iap
	YES	NO	YES International graduates, who are not Canadian or US citizens may submit for review their post-graduate architectural experience.	Internship in Architecture Program (IAP)	oaa.on.ca/iap
	NO	NO	YES	RAIC Syllabus Program (RAIC)	raic-syllabus.ca
SUBSEQUENT LICENCE	YES	YES Licensed in a jurisdiction, nationally or internationally, with which the OAA has a reciprocal licensing agreement.	YES Number of years post-licensure experience in architecture depends on individual MRAs.	Mutual Recognition Agreements or Tri-National Agreement	oaa.on.ca/itp
	YES	YES Licensed in a jurisdiction with which the OAA does not have a reciprocal licensing agreement.	YES Minimum 7 years post-licensure experience in architecture in the last 12 years.	Broadly Experienced Foreign Architect (BEFA)	befa-aeve.ca

Christie



Ontario Association
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Licensure as a Licensed Technologist OAA

Christina Facey

Anna:

Intro to Christina



Becoming a Licensed Technologist OAA

The Technology Program of the OAA

The OAA's mission is to promote the position of the technologist in architecture and among the public, to increase the knowledge, skill, and proficiency of our members, and to ensure the public interest is served and protected.

Key Dates

2020 OAA Conference: Cancelled

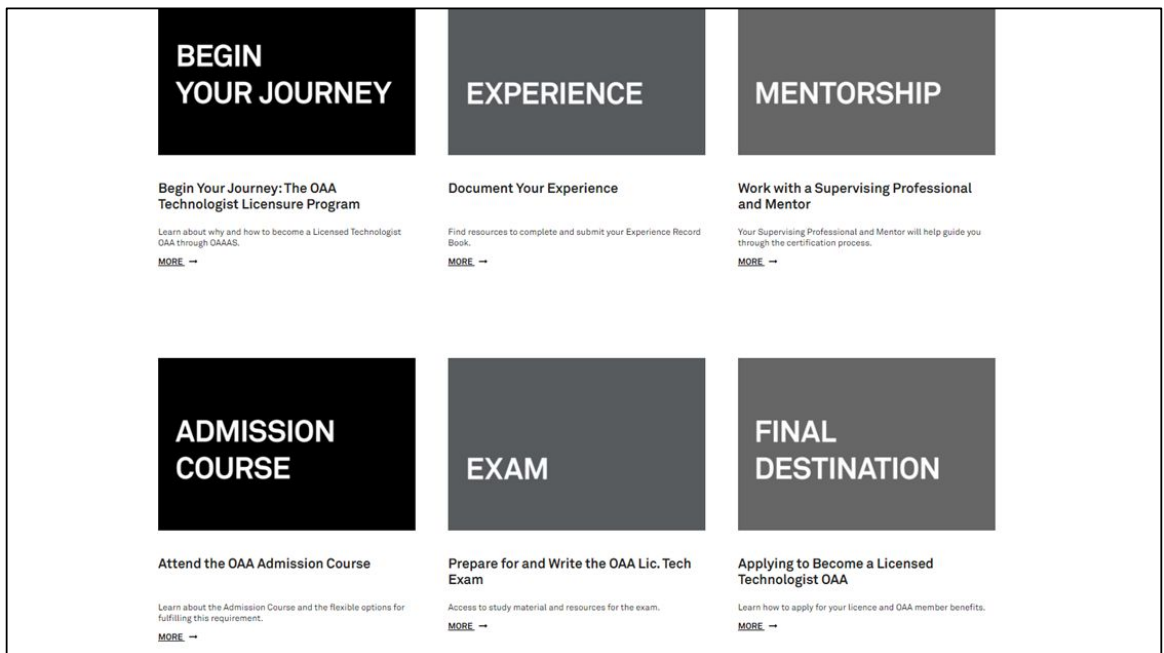
Exam Dates: June 23 and November 24, 2020

ASP Interviews: TBD

Christina:

Goal is for everyone on call to complete their undergrad and move onto masters to gain full licences to the OAA as an Architect.

- However given the uncertain COVID times, and some people's life plans or financial support may be upended or in question, we want you all to be aware of an additional licence that the OAA offers to technologists that your undergraduate degree can make you eligible for.



Christina:

Through the OAAAS - Ontario Association of Applied Architectural Sciences which is the technology program of the OAA.

Nearly 20 years in existence

Begin your Journey: The OAAAS Program

OAAAS is the pathway to licensure as a Licensed Technologist OAA. The first step in your journey is to apply to become an OAAAS Technologist. To qualify to join OAAAS, an individual must:

- be a Canadian citizen or permanent resident;
- be a graduate of an Ontario community college three-year architectural technology program, or equivalent, or greater;
- be a person of good character;
- submit a completed application (Part 2 of OAAAS Program Guide); and
- pay the required fees.

Please note that recognition as an OAAAS Technologist signifies only that the individual has joined OAAAS, and is working toward licensure as a Licensed Technologist OAA.

OAAAS Fees and Annual Dues (+ HST)
Application Fee (one-time) \$300 +HST
OAAAS Technologist Annual Dues \$325 +HST

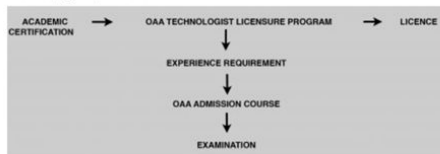
(Please note that OAAAS fees may be paid by cheque, PayPal, or money order. We do not accept credit cards or cash.)

The next steps in your certification journey are:

- to document 5580 hours of appropriate and varied work experience, on at least three different building types, while working in an appropriate architectural setting under a qualified Supervising Professional and with a Mentor;
- to complete the OAA Admission Course; and
- to pass the Licensed Technologist OAA examination.

When all of these steps are completed successfully, you may apply for a licence as a Licensed Technologist OAA.

The OAAAS program requirements are:



STAFF & BOARD OF DIRECTORS

Garry Neil, Executive Director/Registrar
e: garyneil@oaaas.ca
o: 416.449.5959 Ext. 235
m: 416.265.5665

Romy Rodriguez, Associate Director
e: romyrod@oaaas.ca
o: 416.449.5959 Ext. 236
m: 416.795.5977

Please see [OAAAS Board of Directors](#) for a listing of our current Board Members.

INFORMATION

[Program Overview](#)
[Advanced Standing Program](#)
[Student Membership](#)
[Student Awards Program](#)
[Newsletters & Bulletin](#)

DOCUMENTS

[Licensed Technologist OAA Program Guide](#)
[Advanced Standing Program Guide](#)
[OAAAS Application Form](#)
[Supervisor Confirmation Form](#)
[Mentor Confirmation Form](#)
[Work Experience Record Book](#)
[Exam Registration Form](#)
[Application for OAA Licence](#)

RELATED LINKS

[Begin your Journey: The OAAAS Program](#)
[Document Your Work Experience](#)
[Working with a Mentor](#)
[Attend the OAA Admission Course](#)
[Prepare for the Licensed Technologist OAA Examination](#)
[Apply to Become a Licensed Technologist OAA](#)

Christina:

- § Similar process to architecture licence:

- Meet with a mentor
- Log 5580 experience hours
- Attend the same OAA admission course
- Pass exam
- Can apply as an OAA member once exam is passed and hours logged

§ Ability to be involved - Can apply to be on OAA committees, OAAAS Board of Directors, and OAA Council (OAA Comprehensive Education Committee – personal example) as an OAA member

Limited OAA Licence as Lic. Tech. OAA

- Taller residential structures than BCIN - 4 storeys vs 3 storeys
- Larger Restaurants - 100 seats vs 30
- Stacked residential units up to 4 storeys



Ontario Association
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Starting a Practice

Agata Mancini

Anna:

Intro to Agata graduate of U of Waterloo

Practice Advisors

- OAA supports establishing a practice and offers practice support (ultimately protects public)

Agata:

- discussing OAA practice advisors



Certificate
Of
Practice

In order to provide any **architectural service** in the Province of Ontario, the person providing these services must be licensed as an **architect** by the Ontario Association of Architects (OAA) and the person or entity must be the holder of a **Certificate of Practice** issued by the OAA.

Architects Act, R.S.O. 1990, c. A.26, s. 11;

An architect in this practice must personally supervise and direct the practice of architecture on a **full-time basis**.

Architects Act, R.S.O. 1990, c. A.26, s. 22;

Agata:

- the requirement for a certificate of practice



Agata

Con ED: technical developments; business accounting systems;

-



Professional
Liability
Insurance

Minimum **mandatory** insurance requirements applicable to Ontario architects offering services to the public are included in the *Architects Act* and applicable Regulation.

Architects Act, R.S.O. 1990, c. A.26, s. 40;
R.R.O. 1990, Reg. 27, s. 34 (a); s. 36(3); s. 48

Every Ontario architectural practice that the OAA approves as eligible to practise is **guaranteed** the availability of the mandatory professional liability insurance required as a condition of holding a Certificate of Practice.

ProDemnity provides insurance directly to the Ontario architects it insures, rather than through insurance brokers. It is not a broker.

Agata:

- prodemnity.
- errors and omissions insurance - TO PROTECT THE PUBLIC – Pro-Demnity – through the OAA, risk and insurance;

How to Join

Michael Stock

Anna:

Intro to Michael, Carlton Graduate

Michael:

- How to register as new login for first time
 - Three different options with the online application process
- Yearly renewal required as student associate
 - Different this year with Covid-19, so it's been extended
- Free to register and gain all benefits of being a student associate
 - Ability to register hours
- Reach out with any questions or concerns

Share this link on the chat: <https://oaa.on.ca/registration-licensing/student-associate>

Share screen to walk through website to sign up a student associate



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Follow us @oaarchitects



Michael:

Plug social media



Ontario Association
of Architects

Summary

Natasha Krickhan

Anna:

Thanks and Intro to Natasha - U of Waterloo grad



- Q & A to follow so stay on if you can
- The OAA invites students to join. Students are valued by the association.
- Questions or comments to oaamail@oaa.on.ca
(Meet the OAA in subject line, please)

Natasha:

POLL: Top motivation for joining the OAA as student associate for free:

- Logging hours**
- Influence on the OAA's future, as a volunteer**
- Technical and material knowledge improvement, access to standards**
- Mentoring/Networking/Jobs**
- Exposure to design excellence**
- Gift certificate for coffee**



Ontario Association
of Architects

Questions & Comments

Diane Shunk, Moderator

Anna:

Intro to Diane, U of Waterloo graduate

Diane

- How questions are being sorted
- Where to get answers
- Read questions & direct for answers



Ontario Association
of Architects

Thank You
(and don't forget to sign up, it's free!)



111 Moatfield Drive
Toronto, ON M3B 3L6
416.449.6898
oaa@mail@oaa.on.ca

Anna:

- Thanks! Sign up for free!
- Attendees will receive exit email, survey and gift certificate with follow up email

Meet the OAA! October 27, 2020 6-7:30 pm

OUTLINE SUMMARY:

Image	Segment	Presenter	Time allotted
	Registration & Prelude – music? Hello! Tell us about you! WARM-UP POLL QUESTIONS1-2: <ul style="list-style-type: none"> ○ HOW MANY PEOPLE HERE ARE STUDENT ASSOCIATES OF THE OAA? Yes? No? WHAT IS A STUDENT ASSOCIATE? ○ IS THIS YOUR FIRST OAA EVENT? YES? NO? CAN'T REMEMBER 	Anna	5-10 MIN
Title Slide	Welcome by Sub-Committee Chair & Moderator;- -All presenters Live video 	Anna Richter	
List of presenters	<ul style="list-style-type: none"> • Welcome Message 	Anna Richter	1 MIN
	<ul style="list-style-type: none"> • BIENVENUE!!! 	Melisa Audet	1 min
	Introduce the other presenters. Panelists, please wave when I say your name: Tonight's presenters in order include: <ul style="list-style-type: none"> ○ Katie..., Milda... -OAA regulates the profession of Architecture in Ontario. As such, the Association and Architects have a duty to the public. More about that a little later in "WHAT'S THE OAA?" segment from the following panelists: Joël ... , Vani -The OAA ENCOURAGES BEST PRACTICES which you'll learn about from Amir -There are many BENEFITS OF JOINING THE OAA AS A STUDENT/NEW GRAD AND INTERN and to share their thoughts on that tonight we have Cheryl ... and Saman -Roundtables are often open for student participation- Claire will tell us about that -Typically there are 3 parts to the professional designation – education, experience and examination. To share a slice of her comprehensive, deep understanding about that in the Path's to Licensure segment is Christie... Mills – OAA Registrar -The OAA includes the OAAAS and you'll hear much more about that and it's opportunities from Christina... - Agata will introduce you to the elements of starting a practice Before you get there , you should to sign up tonight	Anna	3 min

Meet the OAA! October 27, 2020 6-7:30 pm

	<ul style="list-style-type: none"> -Michael will show you how. -to summarize it for us, our <ul style="list-style-type: none"> o Intern Committee Chair, Architect and Councilor <p>Natasha Krickhan</p> <ul style="list-style-type: none"> -Tonight's we'll be taking questions. Please use the Q & A button at the bottom of the screen. Our question monitor is Diane o And I'm.... I'll be your host and moderator 		
	Intro to OAA President	Anna	10 sec
	•		
-Diagram of OAA Committees -volunteering image	• Welcome	Katie Kurtin	3 MIN
	Thanks & Intro to Intern Representative on Council	Anna	15 Sec
	•		
Council photo	• Welcome	Milda Miskinyte	3 MIN
	•		
	THANKS AND INTRO TO NEXT PRESENTERS & SEGMENT	Anna	10 sec
Title Slide:	<u>What's the OAA?</u> -by intern member(s) of Intern's Committee or OAA	Joël Leon and Vani Gopalkrishna	5 MIN
2 slides	• Regulatory authority	Joël Leon	1.5 min
2 slides	• highlight students, multigenerational, current issues, council priorities, Invite students to participate in the OAA Roundtable on equity, diversity and inclusion	Vani	3.5 min
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna Richter	10 sec
Title Slide	<u>Local Societies</u>	Joel Leon	2 min
4 slides	• their role, map: LOCAL		
	• join for free!!		
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna Richter	10 sec
Title Slide	<u>OAA Encourages Best Practices:</u>	Amir Azadeh	5 MIN
6 slides	• student awards and bursaries - elaborate SHIFT awards POLL 3: HAVE YOU HEARD ABOUT THE SHIFT PROGRAMME? YES OR NO?		
	THANKS AND INTRO TO NEXT PRESENTERS & SEGMENT	Anna	10 sec
Title Slide	<u>Benefits of Joining the OAA as a Student/New Grad/Intern</u>	Cheryl Atkinson and Saman Soleimani-Deilamana	7 MIN
7 Slides	• Logging hours, learning & Resources, funding & Awards, Events & Networking, Volunteerism and Advocacy, Job listings, Mentoring,	Cheryl	

Meet the OAA! October 27, 2020 6-7:30 pm

3 slides	<ul style="list-style-type: none"> Students join for free! DIVERSE Community of professionals Won to attend Conference, AGM, then interns committee member, discover facets of professional practice, advocate <p>POLL 4: Who plans to sign up now? Are you interested in joining the interns committee? Yes or no?</p>	Saman	
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna	10 sec
Title Slide	Roundtables	Claire Hepburn	1.5 min
1 Slide	Exciting opportunity to influence the future of the OAA POLL 5: Would you be interested in joining a roundtable? Yes or No		
Title Slide	<u>Typical Path To Licensure</u> - Registrar and/or Assistant Registrar	Christie Mills	8 min
2 slides	<ul style="list-style-type: none"> Graduate, Education must be certified by CACB – IAP (Internship in Architecture Programme) <ul style="list-style-type: none"> Find a mentor, record experience, take admissions course, write EXAC exams 		
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna	10 sec
Title slide	<u>Route to Licensure As A Technologist</u>	Christina Facey	2 MIN
3 slides	<ul style="list-style-type: none"> additional licence for technologists via OAAAS Similar process to architecture licence: <ul style="list-style-type: none"> Ability to be involved Limited OAA Licence as Lic. Tech. OAA 		
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna	10 sec
	<u>Starting A Practice</u>	Agata Mancini	3 MIN
3 slides	OAA supports establishing a practice and offers practice support :Certificates of Practice, Con ED, Pro-Demnity		
	THANKS & ASK for Questions & Comments at Q & A button or if in chat box will be redirected	Anna	20 sec
	Intro to NEXT PRESENTER & SEGMENT		
	<u>How To Join The OAA:</u>	Michael Stock	2 MIN
Shared screen for walk thru -1 slide	Walk through login; Free, benefits, log hours; Reach out with any questions, exit survey for free coffee/tea -social media plugs		
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna	10 sec
Slide with contact email	<u>Summary, Repeat Invitation To Contact & Info</u> <ul style="list-style-type: none"> Q & A to follow so stay; OAA wants students to join, the value they bring <p>-POLL 6: Top motivation for joining the OAA as student associate for free:</p> <p>a. Logging hours</p>	Natasha Krickhan	2 MIN

Meet the OAA! October 27, 2020 6-7:30 pm

	<ul style="list-style-type: none"> b. Influence on the OAA's future, as a volunteer c. Technical and material knowledge improvement, access to standards d. Mentoring/Networking/Jobs e. Exposure to design excellence f. Gift certificate for coffee <ul style="list-style-type: none"> exit email w/survey and sign up for gift certificate Sign up for free as student associate thanks 		
	THANKS AND INTRO TO NEXT PRESENTER & SEGMENT	Anna	10 sec
Title slide	<u>Questions & Comments</u>	Diane Schunk	10-20 MIN
	<ul style="list-style-type: none"> Question monitor to read questions and direct to others for responses during event for live answers The questions will be sorted into 3 types: <ol style="list-style-type: none"> Respond in text chat verbal reading and response More involved: follow-up mass email to student associates a couple weeks after event 		
	THANKS AGAIN & SIGN UP FOR FREE, <u>Sign Off,</u> <ul style="list-style-type: none"> Immediate exit email with survey and sign up for gift certificate, Follow up email with certificate attached Sign up for free as student associate thanks 	Anna	30 sec

OAA Intern Committee Student Outreach Subcommittee

Nov 25 2020

Next Steps Document:

1. A **Student Engagement Review** should be conducted with direct input from students to determine how easy it is for students to really participate in the OAA and what format they believe would foster the most meaningful engagement.
2. **Increase opportunities for student participation/engagement** based on the students' input. Possible initiatives might include: more student targeted communications and website functioning; increasing number of roundtables and task forces which are more issue centered and less confidential; offering shorter term and 'guest' participant status on Interns' and other committees; allow quicker, more spontaneous process to join committees; include students on more non-regulatory committees, etc.
3. **"Meet the OAA" event should become an annual online event** with emphasis on issues students have indicated in the survey that they are most interested in: Logging Hours As Students, Path To Licensure, Mentorship And Getting Involved at the OAA. Conduct survey of students to inform future outreach events.
4. **Create video clips that address the students' primary interests.** The first version of this might be to crop the 2020 "Meet the OAA" recording once an editing budget and resources become available and then embed on students' webpage. Future videos should be purposely created to address students' needs and reduce repetition on behalf of the registrar's office and OAA staff.
5. **FAQ Addition to Student Associate webpage** including questions and/or concepts raised in Q&A at event, recording link(s). Google doc has been established for subcommittee members to collaborate re content for FAQ's (NB Once our subcommittee has a draft of content which also works for comms and website management, then the content will need review by the registrar's office prior to posting.)
6. **Improve clarity and this subcommittee's understanding of students' 60 credit hours for CACB/CALA certification.** The 5 Ontario schools of architecture reach 60 CREDIT hours at different points.

The following items were noted in 2019's Next Step document for the then Intern Process subcommittee. The 2020 Student Outreach Subcommittee did not focus on these but feel that they merit future consideration given that students can now participate in the IAP.

7. **Revisit IAP for flexibility** for those who may need to extend process due to financial reasons or personal commitments. Now includes students who are starting to log hours.
8. **Explore ongoing work by CALA "Future of Architecture" Committee** for considerations vis-à-vis this Subcommittee's initiatives.

[SIGN UP FREE](#)

Post-Event Survey: Meet the OAA

[QUESTION SUMMARIES](#)[DATA TRENDS](#)[INDIVIDUAL RESPONSES](#)**Q1**

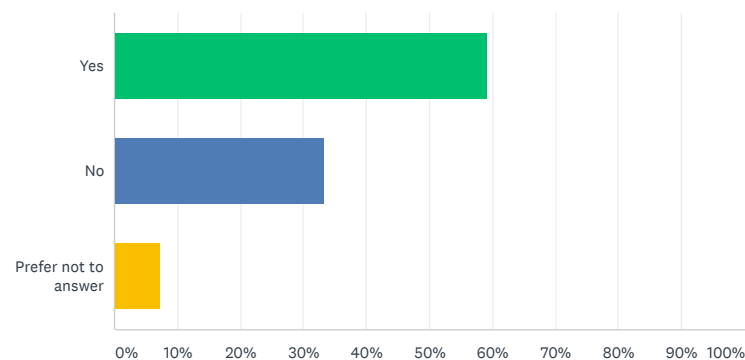
Please provide us with your email and you'll receive a gift of a coffee/tea on us. (If you prefer to stay anonymous, enter N/A.)

Answered: 24 Skipped: 3

Q2

Are you an OAA Student Associate?

Answered: 27 Skipped: 0

[Share Link](#)<https://www.surveymonkey.com/re:>[COPY](#)[Share](#)[Tweet](#)[Share](#)**27 responses**

[SIGN UP FREE](#)

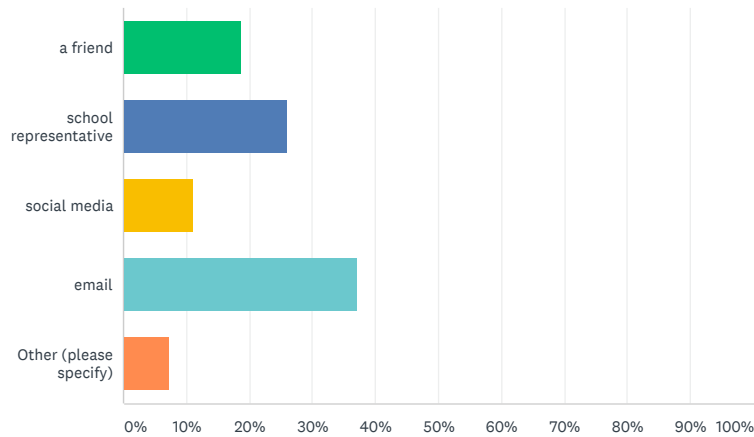
Prefer not to answer	7.41%	2
TOTAL		27

Q3



How did you hear about our event?

Answered: 27 Skipped: 0



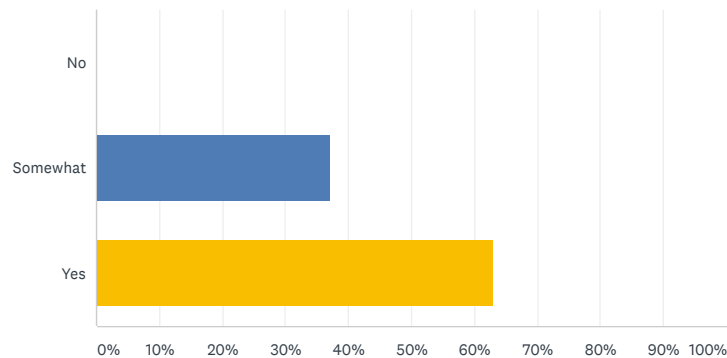
ANSWER CHOICES	RESPONSES	
a friend	18.52%	5
school representative	25.93%	7
social media	11.11%	3
email	37.04%	10
Other (please specify)	Responses 7.41%	2
TOTAL		27

Q4



Did the event meet your expectations?

Answered: 27 Skipped: 0



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<https://www.surveymonkey.com/re:>[COPY](#)[Share](#)[Tweet](#)[Share](#)

27 responses

[SIGN UP FREE](#)

Yes

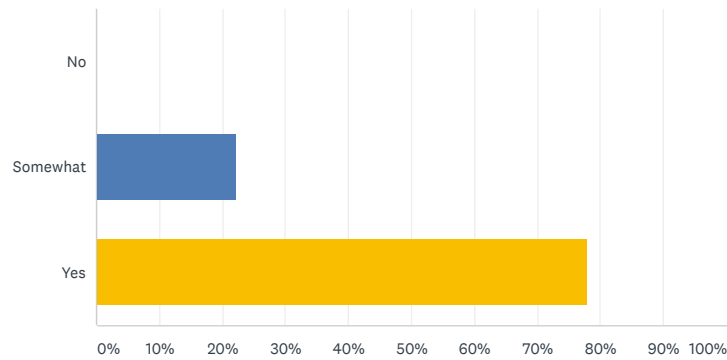
62.96%

17

TOTAL**27****Q5**

Were the presentations clear?

Answered: 27 Skipped: 0

**ANSWER CHOICES****RESPONSES**

No

0.00%

0

Somewhat

22.22%

6

Yes

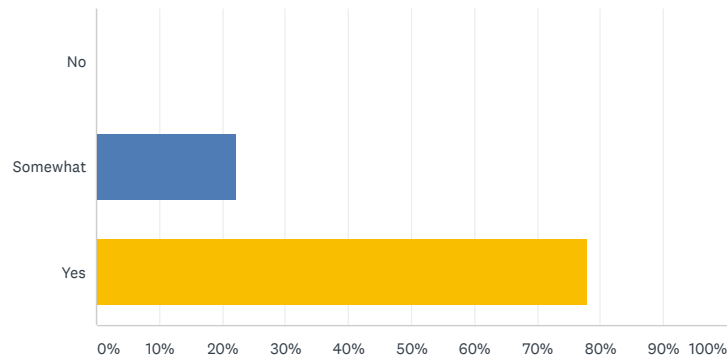
77.78%

21

TOTAL**27****Q6**

Was the content relevant?

Answered: 27 Skipped: 0

**ANSWER CHOICES****RESPONSES**

No

0.00%

0

Somewhat

22.22%

6

Yes

77.78%

21

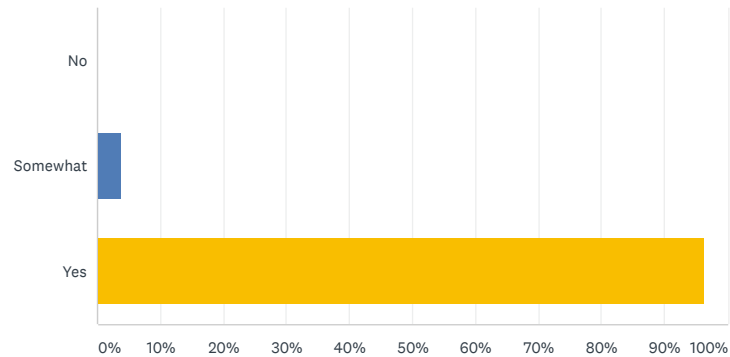
Share Link

<https://www.surveymonkey.com/re:>[COPY](#)[Share](#)[Tweet](#)[Share](#)**27 responses**

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Did you find the tone welcoming?

Answered: 27 Skipped: 0



ANSWER CHOICES

No

RESPONSES

0.00%

0

Somewhat

3.70%

1

Yes

96.30%

26

TOTAL

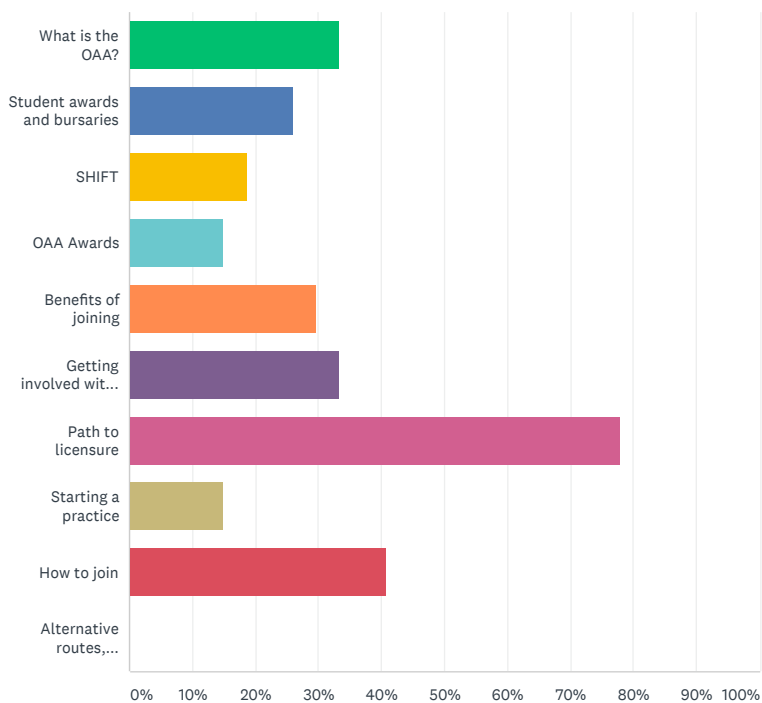
27

Q8



What topics most interested you? (please select as many as applicable)

Answered: 27 Skipped: 0



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27 responses

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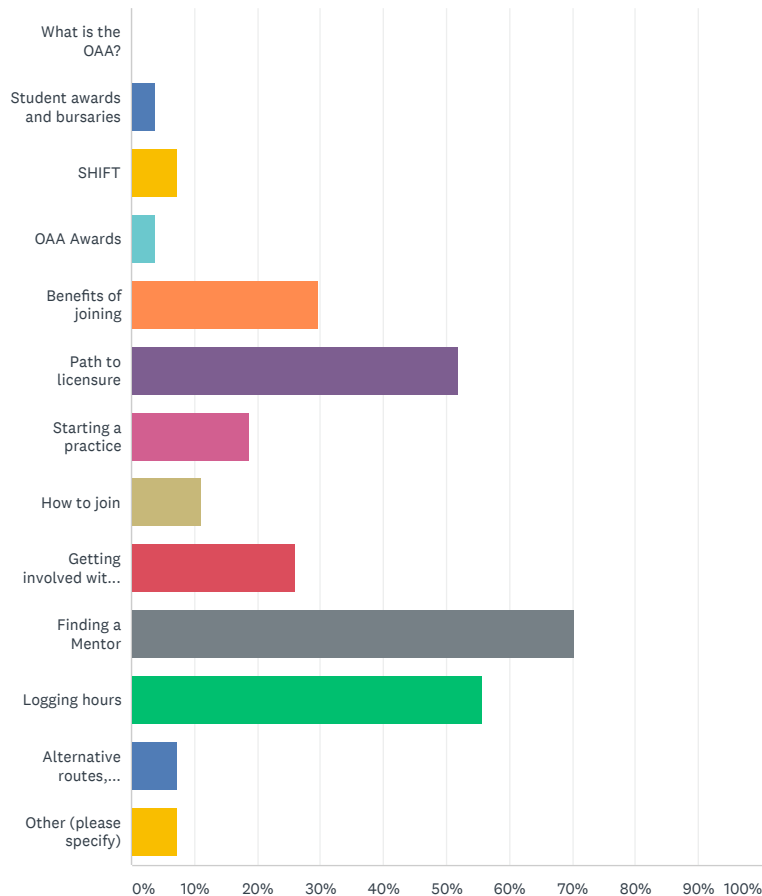
Student awards and bursaries	25.93%	7
SHIFT	18.52%	5
OAA Awards	14.81%	4
Benefits of joining	29.63%	8
Getting involved with Societies and OAA	33.33%	9
Path to licensure	77.78%	21
Starting a practice	14.81%	4
How to join	40.74%	11
Alternative routes, Architectural Technology	0.00%	0
Total Respondents: 27		

Q9



What topics would you like to know more about? (please select as many as applicable)

Answered: 27 Skipped: 0



ANSWER CHOICES

RESPONSES

What is the OAA?	0.00%	0
Student awards and bursaries	3.70%	1

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Tweet

Share

27 responses

[SIGN UP FREE](#)

Starting a practice	18.52%	5
How to join	11.11%	3
Getting involved with Societies and OAA	25.93%	7
Finding a Mentor	70.37%	19
Logging hours	55.56%	15
Alternative routes, Architectural Technology	7.41%	2
Other (please specify)	Responses 7.41%	2
Total Respondents: 27		

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Share

Tweet

Share

27 responses

Memorandum

FOR COUNCIL MEETING

December 4, 2020

(open)

ITEM: 6.6.a

To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Settimo Vilardi, Vice President Practice

Date: November 24, 2020

Subject: Report from Vice President Practice

Objective: To update Council on activities of the Practice Portfolio

Background:

1. Activities Report – Vice President Practice
 - 2-tier Licensing Working Group with VP Education, Office of Registrar, Education Manager and PAS: The Working Group is finalizing notes for the upcoming issuance of a report to Council.
 - Practice Resource Committee Meeting on November 11, 2020.
 - PACT Meeting on October 21 and November 24, 2020
 - Pro-Demnity Board Retreat Meeting on October 23 & November 13, 2020
2. Activities Report – Practice Advisory Services (key items)
 - COVID-19 Updates (webpage content): Information from the first wave is still relevant during this second wave of the pandemic. Ontario has moved to a [colour-coded system](#) for shut downs.
 - PAS received about 110 calls since Council's last meeting (between October 21 to November 19, 2020) some of which relate to COVID-19. (Note: This may include multiple calls about the same topic). This does not include email correspondence.
 - Update on Requests for Proposals (RFPs) monitoring: Approximately 50 RFPs have been reviewed since January 2020, (including 12 since the November 5 Council meeting).



- 1 RFP alert has been issued since Council last met (between October 21, to November 19, 2020) with a total of 10 RFP alerts since January 2020.
- Supporting Committees and departments at OAA: PAS assists in questions relating to IAP hours, providing feedback on interdepartmental projects, etc.
- The Practice Advisory e-newsletter [Issue 9](#) was issued via email to members on Friday, November 20, 2020. It contains updates on digital bonds, pro-bono services, qualifications-based selection, and the latest excerpt of Practice Tip 39.1. This bimonthly e-newsletter brings to members' attention topics that have an impact on either management of the practice or of the project.

3. Other items/projects in progress

- Canadian Construction Document Committee (CCDC 2, Div 01) Update: Information sessions on the new CCDC2 was posted in the OAA News for members. Information sessions on the new CCDC2 was posted in the OAA News Bulletin October 15 - 28, and on November 12-15, 2020 [CCDC 2-2020 Online Training](#). For additional information, see the [CCDC website](#).
- Update to OAA 600: OAA Document 600-2020 must be coordinated with CCDC2 Supplementary Conditions and any Division One clauses, as it is contingent on it. We are looking at the first quarter of 2021 for completion of OAA 600-2020.
- CSA Standards - PAS continues to work with CSA in addressing the contract clauses and the technical backend before firming up a launch date, and communications related to this.
- Website update: PAS continues to work with Communications on updating the library of Practice documents and web content.
- Practice Resource Committee (PRC) Virtual Meeting
The committee had its last scheduled meeting for the year on November 11, 2020.
- SCOB CAR meeting scheduled for December 11, 2020 to discuss proposals for code changes regarding SB-12 Approved Software and Fire Walls Multi-Unit residential occupancies.

Action: None required.

Attachments: None.

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.6.b
--

To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Spiegel
Andrew Thomson	Settimo Vilardi

From: Settimo Vilardi, Vice President Practice

Date: November 25, 2020

Subject: OAA/Ontario General Contractors Association (OGCA) Best Practice Committee – Report on November 19, 2020 Meeting

Objective: To provide an update on the latest meeting of the Committee.

The OAA/OGCA Best Practices Committee met via Zoom on November 19, 2020. This was the first meeting of the Committee attended by new OGCA President, Giovanni Cautillo.

The draft notes from that meeting are attached for information

Action: For information only.

Attached: Draft Meeting Notes OAA/OGCA Best Practices Committee Meeting – November 19/20



OAA/OGCA Best Practices Committee Meeting

Notes

Committee Name: OAA/OGCA Best Practices Committee

Date: Thursday, November 19, 2020

Time: 10:00 AM – 12:00 pm

Location: Virtual – Zoom Meeting

In attendance:

OGCA: Giovanni Cautillo – President
Joel Melloul – Chairman
Raymondo Mollica – Immediate Past Chairman
Lewis Cowan – Second Vice Chairman
Jim Field – Director
Frank Perricone – Director
Wayne Upiter – Aecon Buildings

OAA: Katie Kurtin – President
Kristi Doyle – Executive Director
Mélisa Audet – Manager, Practice Advisory Services
Andy Thomson – Vice President Strategic
Settimo Vilardi – Vice President Practice

Giovanni Cautillo welcomed everyone to the meeting and asked for introductions.

1.0 Confirmation of Agenda

The agenda was confirmed.

2.0 Review of Previous Meeting Notes (February 27, 2020)

There were no comments, however Kristi Doyle mentioned that OAA and OGCA had at the previous meeting been discussing the issues of reprisal clauses. She advised that she and Clive Thurston had not exchanged anything further in terms of OGCA's efforts to advance this matter as suggested in the meeting notes. She asked Giovanni Cautillo if this is still an issue. Giovanni Cautillo advised that OGCA had addressed the Standing Committee on Finance and Economic Affairs (SCFEA) to try to get them removed from tenders. The OGCA will continue to address the issue ad hoc. The following note from the February 27 minutes was also questioned:

There was some general discussion as to which rules apply since contracts are signed pre and post the effective date of the new Act. OGCA noted that they had done a simple infographic for the transition and would share it with the rest of the group.

OGCA did not yet provide that item to OAA however will forward.

Page 2

3.0 Items for Review and Discussion

3.1 Finalization of OAA Best Practices Document Updates (SGCs to CCDC 2)

The OAA practice advisors have reviewed the document and are waiting for final comment from legal counsel as well at the new CCDC 2 to be released. Mélisa Audet and Allan Humphries attended the CCDC 2 road show presented by CCA. It was agreed that the joint bulletin will be released by OAA and OGCA once the document is released.

ACTION ITEMS:

1. Giovanni Cautillo will check with Eric Lee of CCDC, to find out when the new CCDC 2 will be released, and to find out how long the transition period will be.

NOTE: Giovanni Cautillo has advised the following (November 19, 2020):

“I just concluded a phone conversation with Eric Lee from the CCA and have been advised that they plan on continuing to sell the previous version of the CCDC 2 (2008) until January 1, 2022. Typically the transition would be for a three (3) month period, but due to COVID-19 that has been extended to a full year. Therefore, for all of 2021 the parties will have the option of which version to utilize on a project: CCDC 2 either 2008 or 2020.

On January 1, 2022, the CCA will cease to sell the seals for the 2008 version and only the new version will be offered for purchase from that point onward. As a caveat, should any of the parties be in the possession of the previous version and seals, then they can still enter into a contract under the previous form until said seals are exhausted and then they must transition to the new version.

The CCA will be coming out with an official statement on this in the next few weeks, but I wanted to communicate to the OAA / OGCA Best Practices committee regarding today's discussion.”

2. Mélisa Audet will check in with their legal counsel regarding final feedback on the supplementary general conditions and advise.

3.2 Interference Drawing Best Practice Request

Lewis Cowan brought up this topic by asking what is meant to be delivered and what are the expectations. Interference drawings hold up construction. Partly it is dependent upon the project delivery model. Lewis Cowan suggested that a joint statement from OAA and OGCA is required. It was mentioned that new construction is different from renovations to existing buildings. The three items that need to be considered are the type of construction, the type of contract and the use of technology. Smaller firms tend to not use BIM. After further discussion, it was agreed that buyers of construction are not aware that if consultants are not paid enough, or are not allowed enough time to properly prepare the documents, the quality required for the constructors will not be there.

ACTION ITEM:

1. Both OGCA and OAA will prepare a report defining and explaining what is required and what interference drawings are. This will be required by January 2021. Wayne Upiter of Aecon added that he will share the key portions of Aecon's document prior to the next meeting.

3.4 Construction Act Update – Need for Regulatory Tune-up – industry initiative to advance further changes

Giovanni Cautillo reported that some of the aspects of the Construction Act are vague and there are gaps which need to be addressed. He advised that the original construction advisory group that looked into the new Construction Act will be re-instituted and they will spend most of the next year reviewing it. The provincial government is not interested in changing it at this time. OGCA is also working with the Ontario Bar Association. OAA wants to be involved as well. There are several groups who are working on potential changes to the Construction Act, and they should all put their ideas together. One single industry submission from construction would be more impactful than multiple separate submissions.

4.0 Other Business

4.1 Update from OAA

Katie Kurtin reported on the latest information for OAA including their work on climate stability, the OAA's new requirements within its awards program focusing on TEUI, adding that the OAA is also developing a new web application which will make it very simple to calculate energy usage intensity in buildings.

Kristi Doyle reported that OAA is also focussed on equity, diversity and inclusivity, dealing with COVID-19 and how practices are dealing with it, and updating OAA document 600 which is expected to be updated by the end of the year (but it was delayed due to the late release of CCDC 2). Their website has been re-done and they have a new logo. OAA has also been working on an RFP alert system which has been very resource intensive. OAA has also offered their members a no charge webinar on Unconscious Bias, which they have offered to share with OGCA.

4.2 Update from OGCA

Giovanni Cautillo reported that OGCA will be holding a fireside chat with Geoff Smith of EllisDon to address their experiences with nooses found on their worksites. OGCA has also been involved with the Toronto Community Benefits Network which OGCA is now represented on. We have been approached by the Pinball Clemons Foundation to work with them on inclusion and diversity. OGCA has also met with the Canadian Infrastructure Bank regarding retrofits and green build.

Our health and safety file continues to be updated. There are procurement issues which we continue to try to resolve.

Page 4

Frank Perricone brought up the issues with younger people coming into the industry who are not as experienced or thorough when developing drawings. He asked if there is a standard set of direction for architects. Settimo Vilardi advised that the OAA will review what resources they have on best practices for construction drawings production and circle back to OGCA. One document used by practices is the CHOP. It was noted that the CHOP (Canadian Handbook of Practice) is undergoing an update and anticipated release is early 2021.

5.0 Next Meeting Date

Mary Wademan and Tina Carfa will reach out in January to find a date for the next meeting.

Meeting adjourned.

Item No.	Item Title or Description	
	Welcome and introductions – OGCA to Chair meeting	
1.0	Confirmation of Agenda	OGCA
2.0	Review of Previous Meeting Notes (<i>see attached</i>) <ul style="list-style-type: none"> Meeting Notes February 27 2020 	OGCA
3.0	Items for Review and Discussion	
3.1	Finalization of OAA Best Practices Document Updates <ul style="list-style-type: none"> Supplementary General Conditions to CCDC 2 	OAA/OGCA
3.2	Interference Drawing Best Practice Request	OAA/OGCA
3.3	Construction Act Update <ul style="list-style-type: none"> Need for Regulatory Tune-up – industry initiative to advance further changes 	OGCA/OAA
4.0	Other Business	
4.1	Update from OGCA	OGCA
4.2	Update from OAA	OAA
5.0	Next Meeting Date	

Memorandum

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 6.7.a
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To: Council

Kathleen Kurtin	Amir Azadeh
J. William Birdsell	Donald Chen
Barry Cline	Gordon Erskine
Jeremiah Gammond	Paul Hastings
Natasha Krickhan	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Elaine Mintz	Milda Miskinyte
Sarah Murray	David C. Rich
Gaganjot Singh	Susan Speigel
Andrew Thomson	Settimo Vilardi

From: Agata Mancini, Vice President Education - Committee Chair

Comprehensive Education Committee Members

Christina Facey	Krystyna Ng
Hadi Jafari	Maria Denegri
Janet Harrison	Shane Laptiste
Jeffrey Laberge	Milda Miskinyte
Kathleen Kurtin	Susan Speigel

Date: November 20, 2020

Subject: Update from Vice President Education

Objective: To provide Council with an update on activities of the Comprehensive Education Committee.

The purpose of this memo is to summarize the activities for the period from October to December, 2020

Continuing Education Webinars 2021

To generate a pool of speakers and topics that could be considered for the next round of Continuing Education webinars, the Comprehensive Education Committee issued a Call for Webinars Proposals

The Call for Webinars Proposals generated an overwhelming number of excellent responses that exceeded our expectations. The submissions included a wide array of interesting topics and perspectives, with each and every one possessing strong potential to be an OAA Webinar.



The Assessment Task Group evaluated the proposals and selected the following 11 to be offered from January to July of next year. In 2021, the Continuing Education webinars will continue to be offered on a bi-weekly basis.

Continuing Education Webinars Schedule – January - July 2021

January 14	Managing Finances During Uncertain Times
January 28	Maintaining Sustainability and Growing your Firm
February 11	Understanding your Role as a Licensed Professional
February 25	Best Practices for Contract Administration and Adjudication
March 11	Building Strategic Resilience in Succession
March 25	2019 and 2022 Low-Rise Code Changes
April 8	Demystifying Tall Wood Buildings
April 22	Mastering the Graceful Exit: Leadership Continuity
June 3	First Principles to Deep Energy Retrofits in Old Buildings
June 17	TBA (focus on Indigenous Architecture)
July 8	TBA (focus on Indigenous Architecture)

June is National Indigenous History month and June 21, National Indigenous Peoples Day (NIPD), special moments to celebrate First Nations, Inuit and Métis peoples in Canada. The last two webinars on the list are scheduled to celebrate Indigenous architecture, design, and place-making in Canada and around the world. Ellen Savitsky, Manager, Education and Development is working with Matthew Hickey, who is a Mohawk from the Six Nations First Nation and a licensed architect with 12 years of experience, on finalising the content and speakers for the two webinars.

To increase the outreach and awareness of the National Indigenous History month, both webinars on the topic of Indigenous architecture will be made available to OAA members at no cost.

Planning of the July – December ‘semester’ will resume in February 2021, after the Council Strategic Planning Session. It has been decided to continue scheduling the Continuing Education Webinars on six-month increments.

It may be noted, that the 2021 Continuing Education Webinars schedule is keeping the month of May vacant. In May, the OAA will be conducting its very first Virtual Conference. We have opened up the space for the Conference events as well as continuing education that will be offered as part of the Conference.

OAA Conference 2021 – Virtual Conference

In light of the COVID-19 pandemic and the continued uncertainty around the viability of hosting events that involve large groups of people into 2021, Council approved the recommendation to cancel the in-person 2021 Conference in Niagara Falls.

The Vice President Education and Vice President Communications and their respective committees are working with OAA staff and MCC to develop the details and programming for 2021 OAA Virtual Conference. A report in this regard from Agata Mancini, VP Education will be presented to Council in January.

Comprehensive Education Committee – Student Seat

The Comprehensive Education Committee was established in 2019 to oversee matters related to the entire spectrum of education, of both the public and of architectural practitioners, from primary and secondary education to higher education. Originally, the membership of the Committee was comprised of eleven (11) OAA members, including: OAA President, Senior Vice President & Treasurer, VP Education, two Interns, and one Licenced Technologist OAA.

To create more opportunities for Student Associates to get involved with the OAA, it was recommended to add a Student Associate seat to the Committee composition. At November Council meeting, Council approved the revised Terms of Reference for the Comprehensive Education Committee.

To fill the new vacancy in the Committee, the OAA currently invites applications from Student Associates to sit on this committee for a two-year term, beginning January 1, 2021. Applications will be accepted until December 4, 2020. The OAA encourages a diverse range of applicants in accordance with a formally adopted policy that strives for inclusion, diversity, and gender parity.

Once the applications are reviewed and individuals selected as candidates for the Student seat vacancy, the candidates will be interviewed by Agata Mancini, VP Education and Ellen Savitsky, Manager, Education and Development. The interviews will take place in mid-December, to ensure the name of the nominated candidate is presented to Council for approval at January Council meeting.

Course “Fundamentals of Running an Architectural Practice” Comprehensive Content Review

The Comprehensive Education Committee approved a recommendation to initiate a comprehensive review of the course content. The course is now three years old. Due to COVID19, the profession of architecture is in a different environment forced to change usual approach to practice. It is vital to ensure the course is ready for the development of the online version.

Agata Mancini, VP Education and Yew-Thong Leong, OAA, Course Moderator and Coordinator, held a meeting to discuss the project in terms of timelines and core project phases. The next step will be redrafting the course curriculum based on the revised course timetable.

Course “Fundamentals of Running an Architectural Practice” Development of Online Course

The development and delivery of the online version of the course “Fundamentals of Running an Architectural Practice” will be administered in partnership with the University of Toronto, School of Continuing Studies (SCS).

The OAA and SCS will work in collaboration to develop a new and engaging online course. This new course will combine OAA's vision and SCS's expertise in the design and delivery of engaging and rigorous educational experiences. The redesign of the course will:

- Extend the reach and expand access to the course through an online delivery format;
- Develop and deliver current content in a modular format;
- Increase engagement through innovative instructional strategies and online content that is visually appealing, learner-centric and delivered in an accessible, self-paced, intuitive format;
- Promote opportunities to build community among practitioners at various stages of their career;
- Ensure that the courses content and professional resources are available after the course concludes – to support ongoing goals and needs of the various audiences.

Proposed target for course launch – 2021-2022 Academic Year.

Learning Management Systems

The feasibility and benefits of implementation of a learning management system is still under a review. A report on the goals and objectives of an LMS for the OAA as well as the costs and resources required to implement and maintain an LMS be prepared before a final decision is made.

Mandatory Continuing Education

A separate memo is submitted for Council consideration on the feasibility of introducing mandatory continuing education in Cycle 2021-2022.

Action: For information only. No action is required.

Attachments: No attachments.

FOR COUNCIL MEETING
December 4, 2020
(open)
ITEM: 7.1



LATEST ACTIVITIES

Report prepared for the Canadian Architectural Licensing Authorities Meeting
Zoom Meeting. November 13, 2020

Mourad Mohand-Said B.Arch. M.Sc.A, Hon. MRAIC
November 6, 2020

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1. THE BOARD

The 2019-2020 CACB-CCCA Board

- Scott M. Kemp Architect AIBC, FRAIC- PRESIDENT
- Nathalie Dion OAQ, FIRAC, AAPQ- VICE-PRESIDENT
- Jeanna South Architect SAA, Planner MCIP, RPP- SECRETARY
- Chris Young B. Arch, NSAA, MRAIC- TREASURER
- Jason Johnson M.Arch
- Lisa Landrum PhD, M.ArchII, B.Arch, MAA, FRAIC, AIA
- Carole Nadeau AANB, MRAIC
- Jennifer Corson NSAA
- Shane Williamson M. Arch, FRAIC
- Erin Kirkland M. Arch Candidate

Upcoming Board meeting: November 27-28, 2020

The fall Board meeting in November will be held remotely.

COVID-19 Impact on CACB-CCCA Governance and Operations

In reaction to COVID-19 outbreak, CACB-CCCA, measures have been put in place in compliance with Health Authorities to ensure security and safety of our staff, directors, volunteers, and applicants.

- Since March 16, 2020, operations have been performed by distance with limited attendance to the office.
- COVID-19 Alert was posted on our website and disseminated via successive Newsletters.
- Electronic voting was used several times by the Board to make decisions in reaction to the urgency of the COVID-19 situation, such as:
 - postponing the 2020 Conference to fall 2021;
 - extending Université de Montréal's Accreditation Term to October 31, 2020 while postponing to September of the same year, the Maintenance Accreditation Visit scheduled for March 2020; and
 - Holding a Distance Board meeting via zoom on June 12, 2020, in lieu of the scheduled face-to-face meeting in Whitehorse, YT on June 12-13, 2020

2. INITIATIVES

2.1 Template for Architecture Program Report (APR)

The CACB-CCCA has reached the ultimate stage in the development of this project. The purpose of the APR template is to help reduce the overall cost of accreditation visit preparation and to achieve consistency in reporting across the Programs. The Project consists of a mandatory web-based form to be used both by the Architecture Programs and the Visiting Teams. The end result is a two-stage report that merges the previous APR and VTR documents into a single Accreditation Report (ACR).

2.2 Virtual Accreditation Site Visit procedures

In reaction to COVID-19, the CACB-CCCA has initiated the work of developing procedures for Virtual Accreditation Site Visits.

2.3 BEFA Remote Interview Format Development

The CACB-CCCA and the CALA Standing Committee have been working together to explore the development of a remote format for the BEFA interviews, which closely mirrors the current in-person interviews setup and rigour while maintaining the integrity of the BEFA process. The project went through several Mock Interviews and Orientation Sessions.

2.4 CACB-CCCA Conference postponed to 2021

As a result of COVID-19 Pandemic, the 2020 CACB-CCCA Conference has been postponed to 2021 and new location has been selected by the Conference Committee. Location: the Marriott Hotel in Ottawa, 100 Kent Street, Ottawa, ON, K1P 5R7. New dates: September 24-25, 2021 (Travel dates: Sep.23 and 26). Invitations and call for issue papers will be sent according to the new timeline.

3. OPERATIONS OVERVIEWS

3.1- ACCREDITATION PROGRAM

3.1.1- Accredited Professional Programs

In Canada, there are 11 accredited professional degree-programs in Architecture at the following Universities: [University of British Columbia](#); [University of Calgary](#) ; [Carleton University](#); [Dalhousie University](#); [Université Laval](#); [University of Manitoba](#); [McGill University](#); [Université de Montréal](#); [Ryerson University](#); [University of Toronto](#); and [University of Waterloo](#).

3.1.2- Accreditation Visits

Visits are generally held between February and March, and the decisions are rendered at the spring CACB Board meeting following the visits. However, Due to COVID-19 Pandemic, Accreditation Visits schedule might be disrupted. The Board will ensure that the Accreditation terms and cycle are kept in alignment with the quality control requirements.

2020 Cycle:

The Maintenance Accreditation Visit scheduled in 2020 has been postponed to 2021, with the option to conduct a Virtual Site Visit: M. Arch / Université de Montréal, Montréal, QC: Maintenance Visit.

2021 Cycle:

In addition to the postponed Université de Montréal visit, two other visits are planned for 2021, with the possibility to adjourn them to 2022 if COVID-19 situation persists:

- M. Arch / Dalhousie University, Halifax, NS : Maintenance
- M. Arch / Laurentian University, Sudbury, ON : Initial

3.2-ACADEMIC CERTIFICATION PROGRAM

3.2.1- Statistic Highlights

3.2.1.1 Applications Received

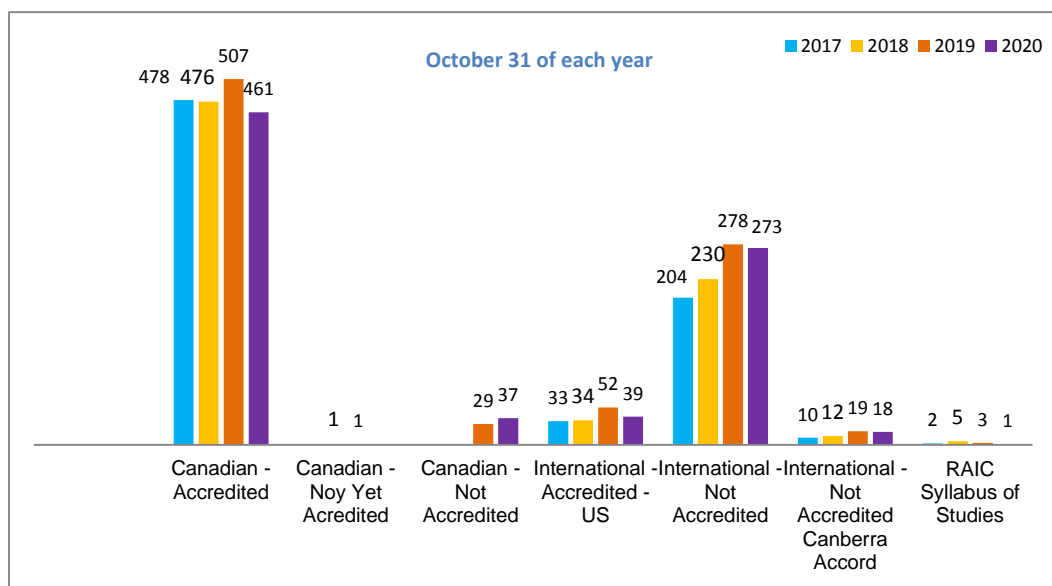
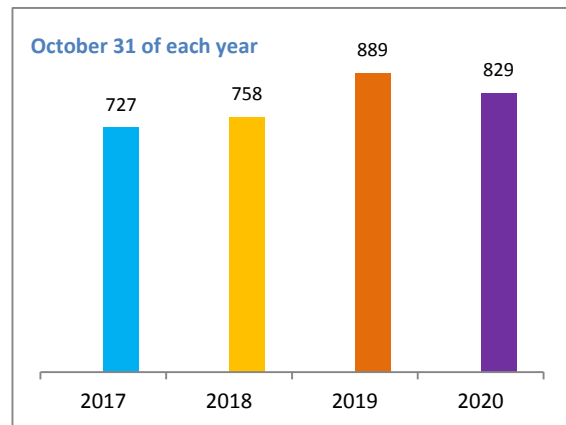
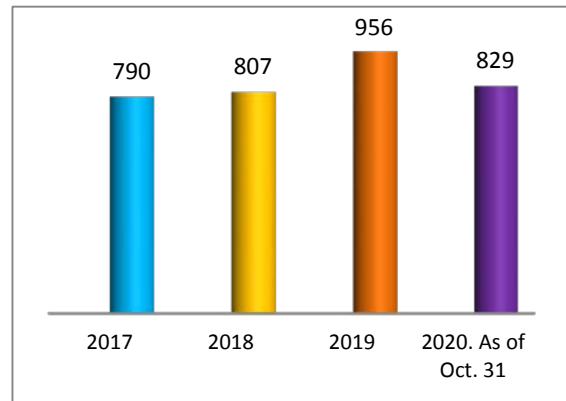
2020 figures (as of Oct.31) show a limited COVID-19 effect on the number of applications received In comparison to 2019.

In comparison to the same period (Oct.31), the number of

applications received has decreased with the following Modes of Certification distribution:

- International Graduates: -1.80%;
- Canberra Accord Graduates-5.26%;
- NAAB Graduates -25%; and
- RAIC Syllabus Graduates: -67%.

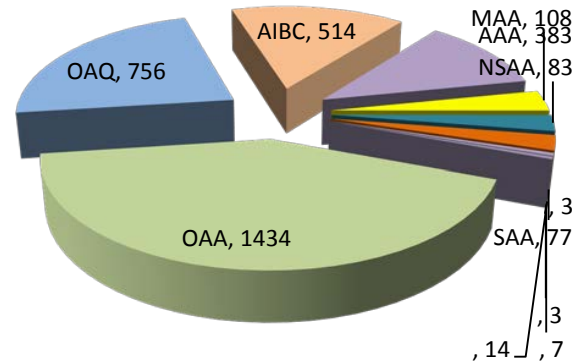
Canadian Accredited decrease (-9%) is due to anticipated late receipt of Automatic Certification Graduates list from one institution.



3.2.1.2 Application received by desired jurisdiction (All graduates)

Between 2017 and as of October 31, 2020, a total of 3382 applications for certification have been received with the following desired jurisdiction distribution:

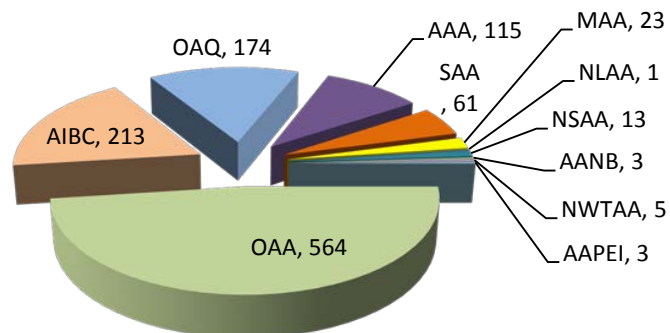
OAA: 42.40%
OAQ: 22.35%
AIBC: 15.20%
AAA: 11.32%
MAA: 3.19%
NSAA: 2.45%
SAA: 2.28%
NLAA: 4.92%
NWTAA: 0.21%
AANB: 0.41%
AAPEI: 0.09%



3.2.1.3 Applications received by desired jurisdiction (International graduates)

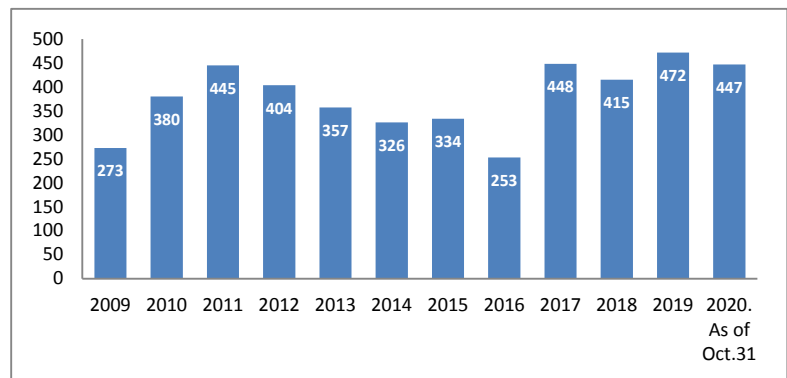
Similarly, we received between 2017 and as of October 31, 2020, a total of 1175 application from International graduates with the following desired jurisdiction distribution:

OAA: 48.00%
AIBC: 18.13%
OAQ: 14.81%
AAA: 9.79%
SAA: 5.19%
MAA: 1.96%
NSAA: 1.11%
NWTAA: 0.43%
AANB: 0.26%
AAPEI: 0.26%
NLAA: 0.09%



3.2.1.4 Automatic Certification

Since 2009 until October 31, 2020, 4554 Automatic certifications have been granted to graduates of Canadian Accredited Programs

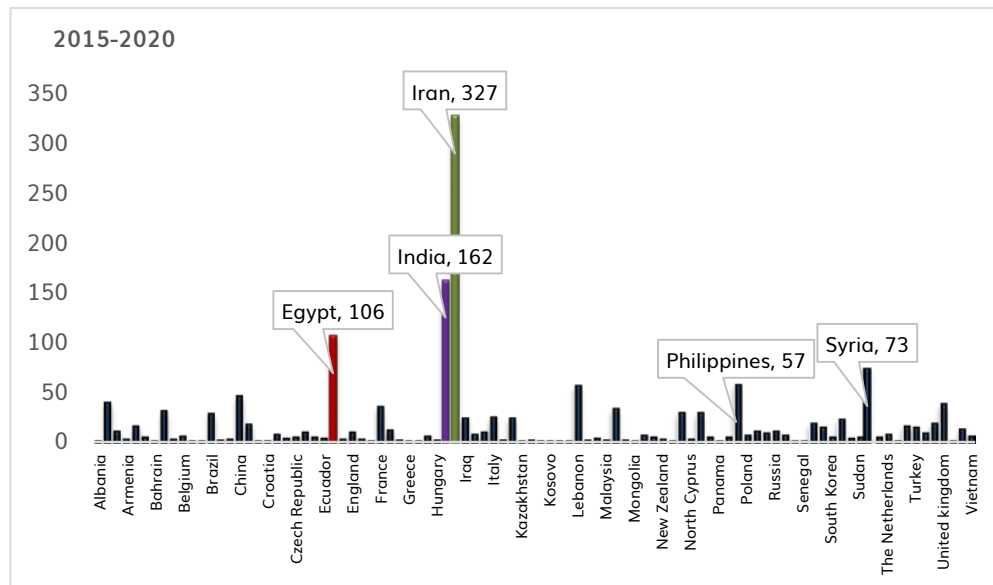


3.2.1.5 Country of Origin of Foreign Graduate Applicants

Top three Degrees' countries of origin of applications received (including Canberra Accord)

Total Applications Received	2017	2018	2019	2020.as of Oct.31
All countries	259	282	344	291
Top three countries of origin	Iran: 62 India: 22 Egypt: 16	Iran:50 India:33 Egypt:22	Iran:66 India:33 Egypt::23	Iran:58 India:45 Syriat:19

1591 applications have been received from International graduates between 2015 and 2020 (Octo.31). Iran, India, and Egypt represent 37.39% of the International applicants' countries of origin received.

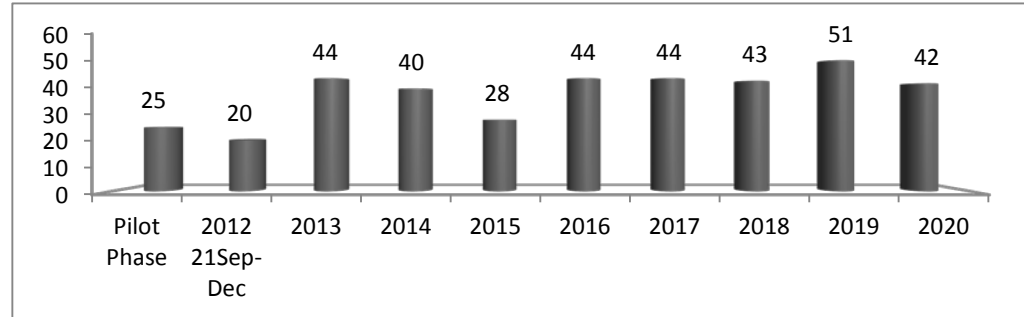


3.3 BEFA CERTIFICATION PROGRAM

3.3.1 Statistic Highlights

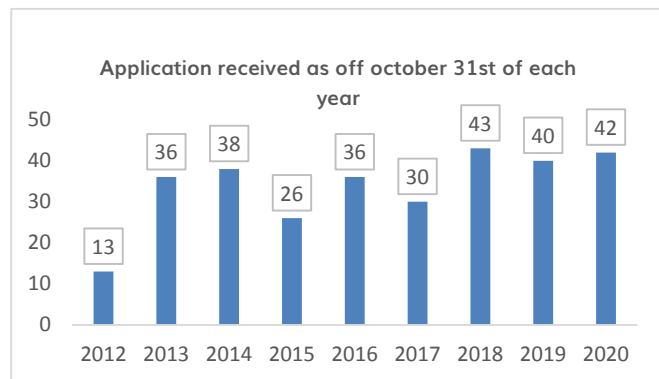
3.3.1.1 Applications Received

A total of 381 BEFA applications have been received since the implementation of the BRFA Program



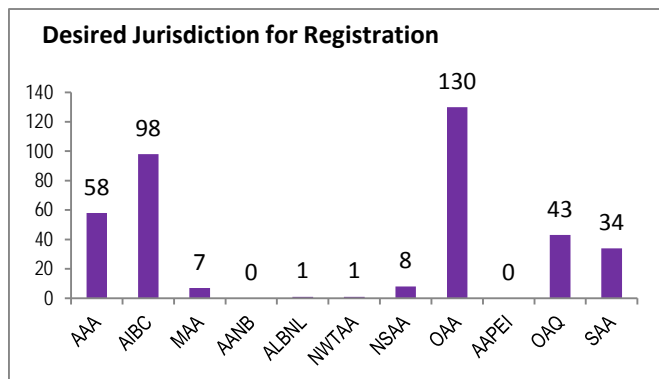
In 2020, as of October 31, a total of 42 applications has been received.

In comparison to the same period of previous years, and if the trends continues, we might reach a total of 50 applications, similar to 2019.



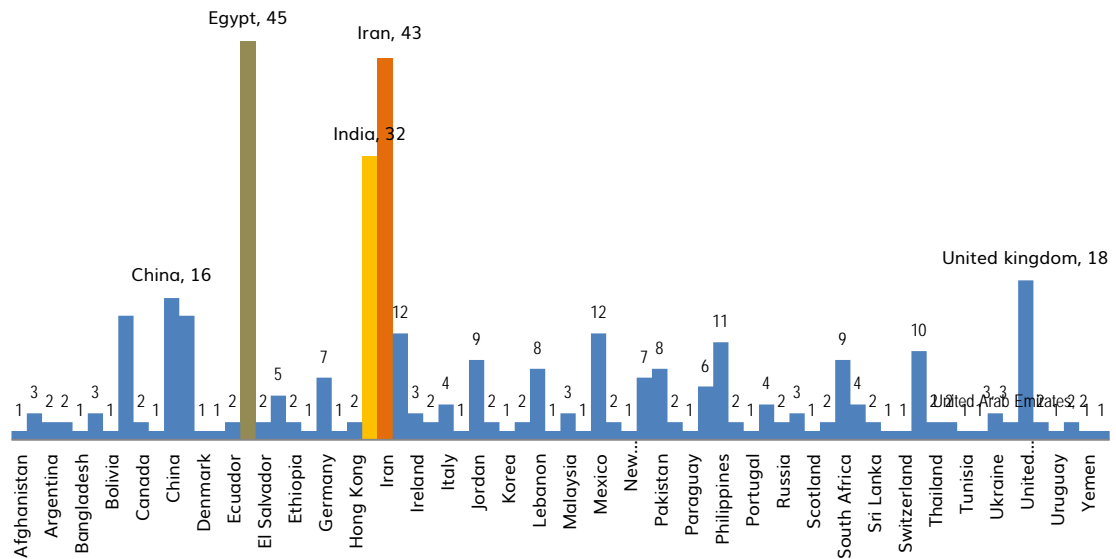
3.3.1.2 Application received by desired jurisdiction

Ontario, British Columbia, Alberta, Québec, and Saskatchewan are the most selected Jurisdiction by the applicants to register with.



3.3.1.3 Country of Origin of BEFA Applicants

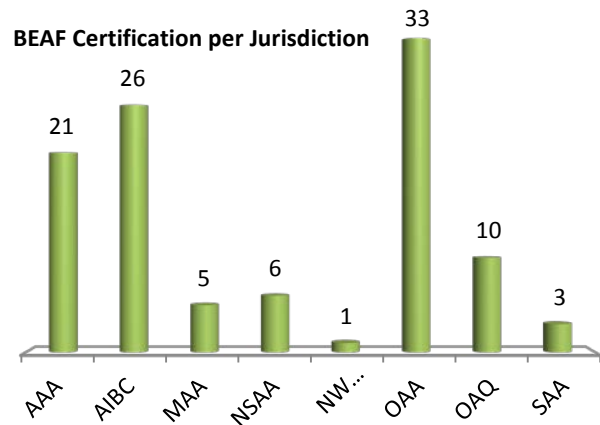
Egypt, Iran, India, United Kingdom, and China are the Top 5 Countries of Origin received since the implementation of the BEFA Program:



3.3.1.4 BEFA Certification

105 applicants have been granted BEFA Certification as of October 31, 2020 with the following distribution:

- Ontario: 33;
- British Columbia: 26;
- Alberta: 21;
- Québec: 10;
- Nova Scotia: 6;
- Manitoba: 5;
- Saskatchewan: 3; and
- Northwest Territories: 1



3.3.1.5 BEFA Interviews

Because of COVID-19, all scheduled in-person Interviews are postponed. Currently, there are 13 applicants eligible for interview who are on the waiting list.

3.4 THE CANBERRA ACCORD

The Canberra Accord consists of organisations (signatories) which have agreed to have substantial equivalent established systems for the accreditation/validation of architectural education. Signatories are expected to facilitate amongst them international mobility of their graduates.

3.4.1 Signatories

Since the last Interim meeting, the Canberra Accord has increased by one additional signatory (IEET) and one Provisional Member.

The Canberra Accord consists of:

- CACB-CCCA (Canadian Architectural Certification Board - Conseil canadien de certification en architecture) – Canada
- NBAA (National Board of Architectural Accreditation) – China
- CAA (Commonwealth Association of Architects)
- HKIA (Hong Kong Institute of Architecture) - Hong-Kong
- IEET (The Institute of Engineering Education Taiwan) - Taiwan
- KAAB (Korea Architectural Accrediting Board) - South Korea
- JABEE (Japan Accreditation Board for Engineering Education) - Japan
- ANPADEH (Acreditadora Nacional de Programas de Arquitectura y Disciplinas del Espacio Habitable) - Mexico
- SACAP (The South African Council for the Architectural Profession)
- NAAB (National Architectural Accrediting Board) – USA

3.4.1.1- Provisional Members

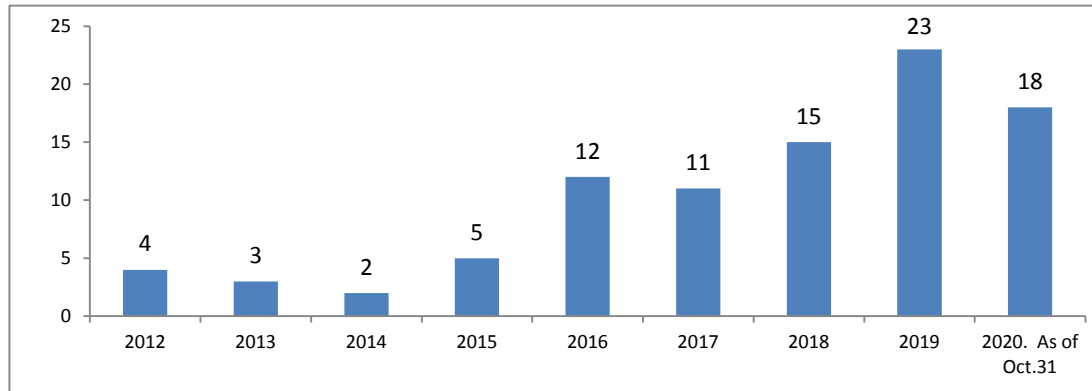
- UIA/UNESCO validation Council

3.4.2 Meetings

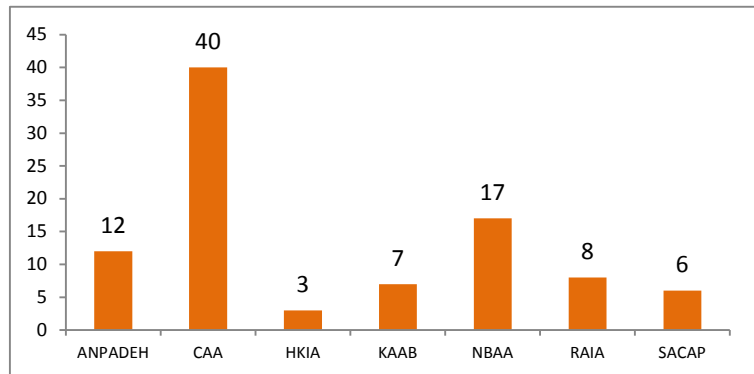
The Accord held its interim meeting via Zoom meeting on September 16 and 18, 2020 due to COVID-19 Pandemic. Organization of Signatories time zones was challenging. Next face-to-face General meeting is scheduled in Hong Kong in June 2021

3.4.3 Statistics Highlights

Since 2012, a total of 93 applications from Canberra Graduates have been processed with the following signatories' distribution:

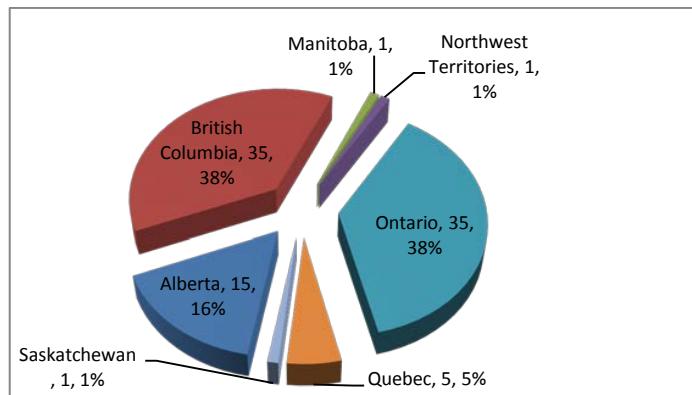


CAA: 40;
NBAA: 17;
ANPADEH: 12;
RAIA: 8
KAAB: 8;
SACAP: 6
HKIA: 3



Canberra Accord graduates have expressed interest in registration with the following Regulators distribution:

- AIBC: 35
- OAA: 35
- AAA: 15
- OAQ: 5
- MAA: 1
- NWTAA: 1
- SAA: 1



CALA | ROAC SEMI-ANNUAL MEETINGS

REGULATORS AGENDA, FINAL

Remote Location | November 13, 2020

DATE | Friday, November 13, 2020
TIME | 10:00am – 1:00pm PST
LOCALE | Zoom Meeting hosted by Michaela Bogart (CALA)
CHAIR | Keesa Hutchinson, Council Representative to CALA (AAA)

ATTENDEES | REGULATORS

AIBC	Ian McDonald, <i>President</i> Stuart Rothnie, <i>Vice-President</i> Mark Vernon, <i>CEO</i> Thomas Lutes, <i>Deputy CEO, General Counsel</i> Jenelyn Torres, <i>Director of Registration</i>		Donald Sterritt, <i>Past President</i> Karen Chantler, <i>Executive Director</i>
		AAPEI	Lorin Brehaut, <i>President</i> Scott Stewart, <i>Executive Director</i>
NWTAA	Christopher Oland, <i>Vice-President</i> Celeste Mackay, <i>Registrar</i> Ben Russo, <i>Executive Director</i>	ALBNL	Greg Snow, <i>Registrar</i> Jeremy Bryant, <i>NLAA President</i> Lynda Hayward-Kirkland, <i>Executive Director</i>
AAA	Keesa Hutchinson, <i>Council CALA Rep</i> Grant Moore, <i>Registrar</i> Barbara Bruce, <i>Executive Director</i>	NSAA	Spyro Trifos, <i>President</i> Jim Marriot, <i>Practice Standing Committee Chair</i> Margo Dauphinee, <i>Executive Director</i>
SAA	James Youck, <i>Council CALA Representative</i> Whitney Robson, <i>Executive Director</i>		
MAA	Lindsay Oster, <i>President</i> Robert Winslow, <i>Immediate Past-President</i> Judy Pestrak, <i>Executive Director</i>		
OAA	Kathleen Kurtin, <i>President</i> Susan Spiegel, <i>Senior Vice-President</i> Kristi Doyle, <i>Executive Director</i> Christie Mills, <i>Registrar</i>		
OAQ	Pierre Corriveau, <i>President</i> Jean-Pierre Dumont, <i>Director General</i>		
AANB	Malcolm Boyd, <i>National Rep/Registrar</i> Sylvain Lagacé, <i>President</i>		

ATTENDEES | COMMITTEES

CACB Dave Edwards, *Chair*
FOA Darryl Condon, *Chair*
CExAC Chris Babits, *Chair*
IRC Peter Streith, *Chair*

ATTENDEES | STAFF

CALA Michaela Bogart, *Administrative Coordinator*

ATTENDEES | EXTERNAL

CACB Scott Kemp, *President*
Charlene Pineda, *Director Programs and Operations*
Mourad Mohand-Said, *ED*
RAIC John Brown, *President*
Mike Brennan, *CEO*
Giovanna Boniface, *VP of Corporate Affairs*

AGENDA ITEM	AGENDA TOPIC	PRESENTER
9:45 AM	Meeting room available online <i>Please sign in ahead of time to allow for any unexpected technical difficulties. All participants are asked to have their video turned on and full name displayed in Zoom. Attendees will be muted upon entrance to the meeting.</i>	
1.0	10:00 AM – 10:10 AM Welcome 1.1 Adoption of Agenda 1.2 Review of Previous Meeting Notes & Business October 2019 (Toronto, ON)	Keesa Hutchinson, Council Representative to CALA (AAA)
2.0	10:10 AM – 10:15 AM Brief Report from the Administrator's Meeting 2.1 CHOP Steering Committee	Kristi Doyle, OAA
3.0	10:15 AM – 10:55 AM CALA Incorporation Task Force 3.1 Update on Incorporation 3.2 Recommendations and Next Steps	Darryl Condon, FOA Chair Thomas Lutes, AIBC General Counsel
10:55 AM – 11:00 AM	Break	
4.0	11:00 AM – 11:15 AM CALA Committees Overview 4.1 Proposed Changes to Terms of Reference 4.2 Succession Planning	Jean-Pierre Dumont, OAQ Whitney Robson, SAA
5.0	11:15 AM – 11:30 AM Future of Architecture Sub-Committee 5.1 Future of Architecture Semi-Annual Report 5.2 <i>Architecture Policy for Canada</i> 5.3 FOA Budget 2021	Darryl Condon, Chair John Stephenson, OAA
6.0	11:30 AM – 11:45 AM Committee for the Examination of Architects 6.1 CExAC Report to CALA	Chris Babits, Chair
7.0	11:45 AM – 12:00 PM International Relations Committee 7.1 IRC Report to CALA 7.2 ACE Update 7.3 Committee Membership Replacement	Peter Streith, Chair

AGENDA ITEM		AGENDA TOPIC	PRESENTER
8.0	12:00 PM – 12:15 PM	CACB Standing Committee Semi-Annual Report 8.1 Semi-Annual Report to CALA 8.2 Committee Budget 2021	Dave Edwards, Chair
	12:15 PM – 12:20 PM	Break	
9.0	12:20 PM – 12:35 PM	Canadian Architectural Certification Board 9.1 Office of the President 9.2 CACB Report to CALA	Scott Kemp, President Mourad M.-Said, Executive Director
10.0	12:35 PM – 12:55 PM	Royal Architectural Institute of Canada (RAIC) 10.1 Update from the Office of the President 10.2 Update from the Office of the CEO 10.3 Canadian Handbook of Practice (CHOP)	John Brown, President Mike Brennan, CEO Giovanna Boniface, VP Corporate Affairs
11.0	12:55 PM	New/Other Business	
12.0	1:00 PM	Adjournment	Keesa Hutchinson, Council Representative to CALA (AAA)

FOR COUNCIL MEETING December 4, 2020 (open) ITEM: 7.4
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November 24, 2020

REPORT TO OAA COUNCIL

Following the November Council meeting, the OAAAS Board met on November 19 to consider the response to the proposals to amend the *Policy Statement on the Licensed Technologist OAA*. The Board wishes to report that it reached the following agreements.

1. The Board respectfully notes that, as reported to the June 2006 Council meeting, OAAAS is the body responsible for considering relevant matters related to the Licensed Technologist OAA and making recommendations to OAA Council. OAAAS has thoroughly researched and reviewed, over many years, the matters addressed in its proposed amendments to the Policy Statement.
2. The Board notes the President's commitment to develop a process at the December Council meeting to consider our proposals. If this process involves a committee or group, OAAAS would seek equal representation, to ensure that OAA members covered by the Policy Statement are fully engaged in the deliberations.
3. The Board proposes that the Council Policy Statement be returned for decision by OAA Council no later than the April 2021 meeting.

The Board also reviewed the recommendations for changes to the Policy tabled at the November Council meeting by the Registrar. We note these are restricted to matters that had been agreed some time ago, or were minor editing/updating. Understanding that substantive matters are covered by the OAAAS proposals, the Board overs a slightly revised version for consideration. Aside from including a clear statement of the rights and obligations of the Lic.Tech.OAA as a professional and member of the association, OAAAS changes are made for clarity and editing purposes only.

Garry Neil
Executive Director | Registrar