

## **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.**

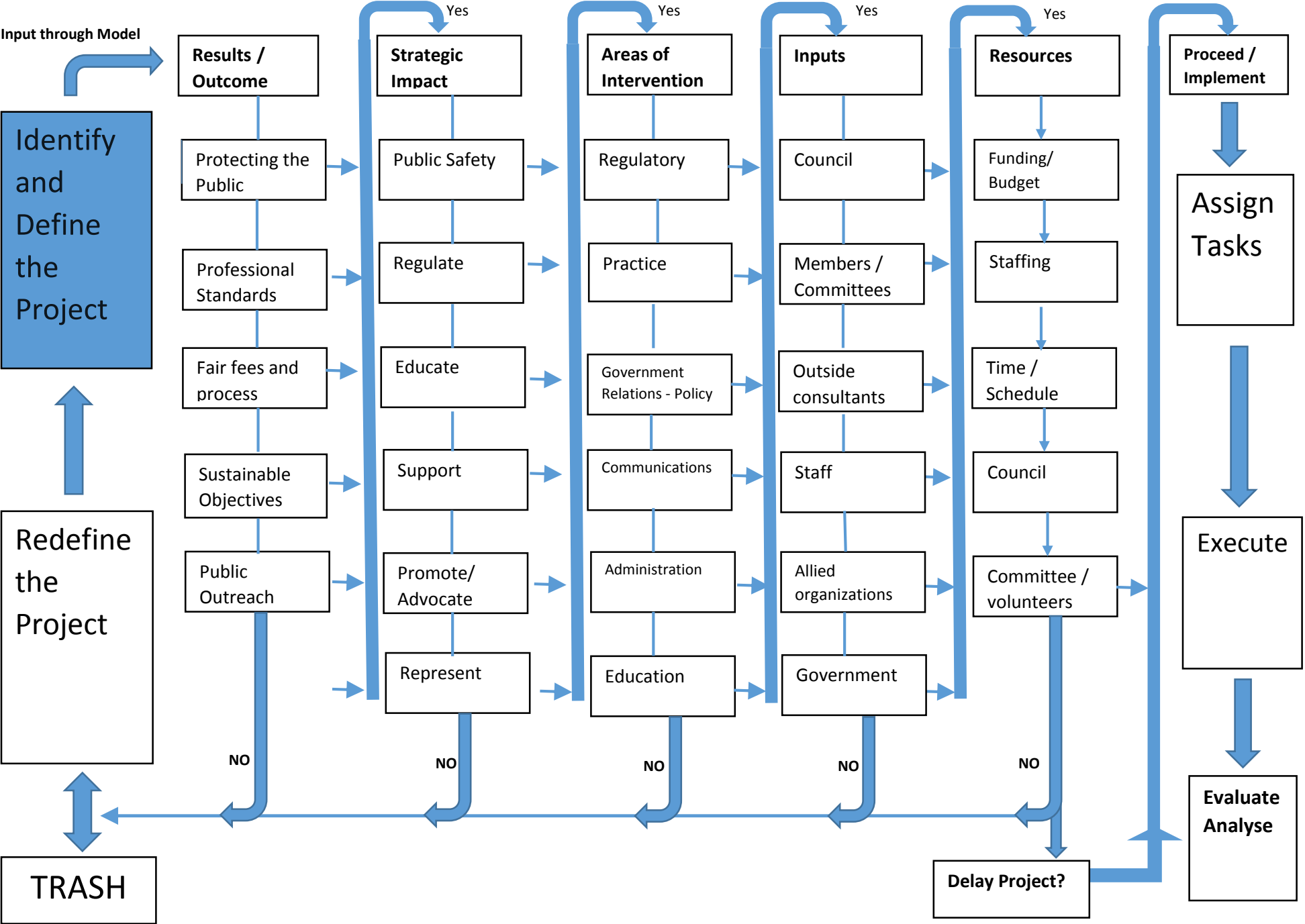
### **Mandate:**

**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**

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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 March 4, 2021 at approx. 11:00 a.m.**

**Meeting # 273**

**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 January 21, 2021 Open Council Meeting (*see attached*)

**3.0 BUSINESS ARISING FROM THE MINUTES**

**4.0 ITEMS FOR REVIEW AND APPROVAL**

- 4.1 OAA Council Planning Setting Session February 4-5, 2021 - Report (*TBD*) President
- 4.2 Report from the Audit Committee re. OAA Audit 2020 (*TBD*) SVP & Treasurer
- 4.3 Equity, Diversity & Inclusion (EDI) Roundtables Report (*see attached*) Immediate Past President
- 4.4 Bird-Friendly Design – Letter of Support (*see attached*) President
- 4.5 Consideration of outstanding elements of Member's Resolution re. Digital Seals – Report on Enforcement and Design Requirements (*see attached*) Executive Director & Registrar
- 4.6 Consideration of amendment to Terms of Reference for Policy Advocacy Coordination Team (PACT) and Sustainable Built Environments Committee to include Intern Architect members. (*see attached*) Vice President Schuhmann
- 4.7 Terms of Reference to Establish Working Group – Equity, Diversity & Inclusion and Reconciliation Report (*see attached*) Immediate Past President
- 4.8 Ontario Association for Applied Architectural Sciences (OAAAS) – Board Appointment and Update (*see attached*) Executive Director & OAAAS Executive Director

**5.0 ITEMS FOR DISCUSSION**

- 5.1 OAA Website – Report on Completion status and outstanding deficiencies (*see attached*) Executive Director
- 5.2 Ontario Association for Applied Architectural Sciences (OAAAS) – Licensed Technologist OAA Title Change Survey (*see attached*) Executive Director

**CONSENT AGENDA**

**6.0 EXECUTIVE COMMITTEE REPORTS**

## Open Council Agenda

- |             |   |                             |
|-------------|---|-----------------------------|
| 6.1         | Report from the President   | President                   |
|             | 6.1.a Activities for the months of January-March ( <i>see attached</i> )  |                             |
|             | 6.1.b Report from Executive Director ( <i>see attached</i> )  | Executive Director          |
|             | 6.1.c Building Committee Update ( <i>see attached</i> )   | OAA Building Committee      |
|             | 6.1.d Governance Committee Update ( <i>see attached</i> )   | Governance Committee        |
|             | 6.1.e OAA/ Association of Registered Interior Designers of Ontario (ARIDO)<br>Joint Task Group Update ( <i>see attached</i> ) |                             |
|             | 6.1.f OAA Technology Program Review Working Group – Update ( <i>see attached</i> )  |                             |
| 6.2         | Report from the Senior Vice President and Treasurer   | SVP and Treasurer           |
| 6.3         | Report from Vice President Strategic  | Vice President<br>Schuhmann |
|             | 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<br>(OMB) Appeal ( <i>see attached</i> )            |                             |
| 6.4         | Report from Vice President Communications   | Vice President King         |
|             | 6.4.a Report from the Communications Committee ( <i>see attached</i> )  |                             |
|             | 6.4.b Update on OAA Conference 2021 ( <i>see attached</i> )   |                             |
| 6.5         | Report from Vice President Regulatory   | Vice President Hastings     |
|             | 6.5.a Activities Report from the Registrar ( <i>see attached</i> )  |                             |
| 6.6         | Report from Vice President Practice   | Vice President Vilardi      |
|             | 6.6.a Report from Vice President Practice ( <i>see attached</i> )   |                             |
| 6.7         | Report from Vice President Education  | Vice President Krickhan     |
|             | 6.7.a Comprehensive Education Committee Update ( <i>see attached</i> )  |                             |
| <b>7.0</b>  | <b>ITEMS FOR INFORMATION</b>  |                             |
| 7.1         | Design Industry Advisory Committee (DIAC) – Update 2020 ( <i>see attached</i> )   | Vice President King         |
| <b>8.0</b>  | <b>OTHER BUSINESS</b>   |                             |
| <b>9.0</b>  | <b>DATE OF NEXT MEETING</b>   |                             |
| 9.1         | The next regular meeting of Council is Wednesday May 12, 2021 at 9:30 a.m.<br>via Zoom.                                       |                             |
| <b>10.0</b> | <b>ADJOURNMENT</b>  |                             |

March 4, 2021

(open)

ITEM 2.1

**Ontario Association of Architects****Meeting #272 Open****MINUTES****January 21, 2021**

The two hundred and seventy second meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday January 21, 2021 via Zoom.

<b>Present:</b>	Kathleen Kurtin Susan Spiegel Agata Mancini Paul Hastings Andrew Thomson Settimo Vilardi Farida Abu-Bakare J. William Birdsell Heather Breeze Donald Chen Barry Cline J. Gordon Erskine Jennifer King Natasha Krickhan Jeffrey Laberge Michelle Longlade Lara McKendrick Elaine Mintz Deo Paquette Krisitana Schuhmann Gaganjot Singh Kristi Doyle Christie Mills Tina Carfa	President Senior Vice President and Treasurer Vice President Education Vice President Regulatory Vice President Strategic Vice President Practice Councillor Councillor Councillor Lieutenant Governor in Council Appointee Councillor Councillor Councillor Councillor Councillor Lieutenant Governor in Council Appointee Councillor Lieutenant Governor in Council Appointee Councillor Councillor Lieutenant Governor in Council Appointee Executive Director Registrar Executive Assistant, Executive Services <i>(part attendance)</i>
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**Regrets:** None

**Guests:** Kim Wray Administrator, Licence *(part attendance)*

The President called the meeting to order at 12:45 p.m.

New Council members, Abu-Bakare, Breeze, King, McKendrick, Paquette, and Schuhmann were extended a welcome to the meeting by the President.

The President noted a video titled *Some Stories* written and directed by Clayton Windatt would be shared with Council and incoming members of Council as an acknowledgement and recognition by Council of the indigenous land and its people.

**DECLARATION RE CONFLICT OF INTEREST**

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

**AGENDA APPROVAL**

9130. The President noted that there were no items to be added to the agenda:

**It was moved by Birdsell and seconded by Longlade that the agenda for the January 21, 2021 open meeting be approved as circulated.**

-- CARRIED

## **CONSENT AGENDA**

9131. The President called for requests to discuss any items contained within the Consent Agenda.

A Council member requested that item 6.4 *Report from the Communications Committee* be moved out of the Consent Agenda to discuss the Website.

A member of Council requested that item 6.2.a *Financial Statements 12 months ending November 30, 2020* be moved out of the Consent Agenda to offer further comments.

**It was moved by Mancini and seconded by Birdsell that the consent agenda for the January 21, 2021 open meeting be approved as amended.**

-- CARRIED

## **APPROVAL OF MINUTES**

9132. *Reference Material Reviewed:* Draft minutes of the December 4, 2020 Open Council meeting.

The draft minutes of the December 4, 2020 Open Council meeting were reviewed.

A member of Council suggested that on page five, paragraph eight that the paragraph be amended to end with "however most matters of harassment and discrimination go unreported."

**It was moved by Vilardi and seconded by Longlade that the minutes of the December 4, 2020 Open Council meeting be approved as amended.**

-- CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

9133. There was no business arising from the minutes.

## **ITEMS FOR REVIEW AND APPROVAL**

9134. Election of Officers (*oral*)

Wray joined the meeting at 12:45 p.m.

The Registrar conducted the Election of Officers. As no Members-at-Large were present, the Registrar introduced two staff as possible scrutineers Executive Assistant, Executive Services, Tina Carfa and Administrator, Licence, Kim Wray for Council's confirmation.

The Scrutineers for the election were confirmed by Council.

Mills reported that Susan Speigel has been acclaimed to serve as President for 2021 and Agata Mancini acclaimed to serve as Senior Vice President and Treasurer for 2021.

Council voted to approve the number of Vice Presidents for 2021.

Mills announced that the majority of Council voted for five Vice Presidents for 2021.

Mills announced that the following members of Council were nominated to stand for election as Vice President: Farida Abu-Bakare, Paul Hastings, Jennifer King, Natasha Krickhan, Kristiana Schuhmann, and Settimo Vilardi.

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

Mills conducted the election for Vice President.

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

Mills confirmed that President Kurtin wished to continue to serve on Executive Committee for 2021 in the role of Immediate Past President. The elected members of Council voted by ballot to elect Kurtin as a member of the Executive Committee.

Wray left the meeting at 12:35 p.m.

9135. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 12, 2021 re. Ontario Association for Applied Architectural Sciences (OAAAS) Annual Meeting of the Founder and attached supporting documentation. **(APPENDIX 'A')**

Doyle reported that in advance of the 2021 OAAAS Meeting of the Founder, Council is asked to approve the motions which will then be ratified at the meeting in February.

**It was moved by Mintz and seconded by Longlade that the President be directed to vote in the affirmative on the following motions to be tabled at the Ontario Association for Applied Architectural Sciences (OAAAS) 2021 meeting of the Founder.**

-- CARRIED

#### **Minutes of AGM February 6, 2020**

**that the minutes of the Annual General Meeting (Founder's Meeting) held on February 6, 2020 be approved.**

#### **By-law Amendment**

**that By-law 2, Section 2.2 be amended as follows:**

***Subject to any vacancies, the Board of Directors shall consist of ~~eight~~ (nine) Directors elected from the following constituencies:***

- a) (Province of Ontario – Licensed Technologist OAA Councillor, ex officio);***
- b) At least four Directors shall be members of the OAA at the time of their election, with at least ~~two~~ (one) of those Directors being (a) member of the OAA Council; and***
- c) At least four Directors shall be (appointed by OAAAS) ~~members of~~ OAAAS at the time of their election, with at least two of those Directors being Licensed Technologists OAA at the time of their election. Each Director shall be elected for a two-year term, with two Directors being elected each year.***

#### **Election of the OAAAS Board of Directors**

**that the proposed slate be appointed to the OAAAS Board of Directors.**

Ex officio

Jennifer King, Lic.Tech.OAA (OAA Councillor)

Two-year term expiring in 2023:  
John Romanov, OAA  
Nicola Russo, Lic.Tech.OAA  
Dana Seguin, Lic.Tech.OAA  
1 OAA Councillor (to be determined)  
Rick Mateljan, Lic.Tech.OAA  
Jean Audette, Lic.Tech.OAA

Terms expiring in 2022:  
Christina Facey, Lic.Tech.OAA  
Francis Guanlao, Lic.Tech.OAA

**Acceptance of Nomination for the President**

that Rick Mateljan be elected to serve as President until the 2022 AGM.

**Acceptance of Nomination for Treasurer**

that John Romanov be appointed Treasurer of the OAAAS to serve until the 2022 AGM.

**Acceptance of Nomination for Secretary**

that Garry Neil be appointed Secretary for the OAAAS to serve until the 2022 AGM.

**Acceptance of 2020 Financial Reports**

that the Financial Statements and Review Engagement for the fiscal year 2020 prepared by BDO Dunwoody LLP be approved.

**Acceptance of the Appointment of Accountant**

that BDO Dunwoody LLP be appointed as accountants to complete a Review Engagement of OAAAS for the 2021 fiscal year for a fee not to exceed \$6,500.

9136. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 19, 2021 re. Council appointment to Pro-Demnity Insurance Company (Pro-Demnity) Board of Directors and attached background information. **(APPENDIX 'B')**

Doyle reported that expressions of interest were received from Councillor Bill Birdsell and President Kathleen Kurtin to fill the Interlocking director vacancy on the Pro-Demnity Board of Directors. The Council members voted by ballot to elect Kurtin..

**It was moved by Krickhan and seconded by Mintz that Council approve the appointment of Kathleen Kurtin to the Pro-Demnity Insurance Company Board of Directors as an interlocking director for a two-year term effective immediately.**

-- CARRIED

The President noted that the next item to be discussed on the agenda would be the report on the addressing the second half of the member resolution from the 2020 Annual General Meeting.

9137. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated October 26, 2020 re. Further consideration of the resolution as approved by the membership at the August 6, 2020 Annual General Meeting and attached background information. **(APPENDIX 'C')**

Doyle reported.

A member of Council suggested that there is already software available which allow for an architect's seal to be locked and therefore there appears to be no requirement for a process to put in place a digital seal format. Members could also be provided a seal image which they may choose to use on drawings to complement their choice of physical or digital seal.

Mills clarified that high resolution seal images are already being offered to the membership when they apply for a digital or physical seal.

A Council member noted that it is important to address the segment of the motion that has to do with enforcement of the Act by ensuring that buildings are designed in accordance with professional design requirements. Further review of a strategy to address design work that is being done by non-architects within the restricted scope of work is imperative.

Doyle confirmed that the second part of the member's motion highlights enforcement concerns around professional design requirements and ensuring that the work is completed by architects or Licensed Technologists OAA (Lic.Tech.OAAs). She further noted that the reset of the group called Engineers, Architects and Building Officials (EABO) has prioritized professional seals and forgery issues in its list of priorities to be addressed and suggested that this would be an excellent forum in which to further advance our concerns and strategies around enforcement.

Mills suggested that the key issue is not necessarily forgery since there has only been one instance in the past decade. The issue resides at the building department level and ensuring that the work is done by an architect/Lic.Tech.OAA.

It was noted by a member of Council that there are cases where a member gave up a seal or licence but continued to practice.

Mills noted that a physical or digital seal can be invalidated at the office of the OAA and municipal building departments would be subsequently notified.

It was suggested by a Council member that it is important to give a clear, simplified message to assist the building departments.

A member of Council suggested that there is somewhat of a disconnect between the Building Code and the Act requiring some consolidation.

It was noted by a member of Council that the Act is referenced in the Building Code, and that it may be of benefit to provide a reminder. It was noted that the design requirements table used to be included within the building code however was removed a number of years ago. There has been confusion since that time.

Doyle noted that the Table was removed from the Code as a result of the court ruling which deemed that the Building Code did not have the authority to dictate what the professional requirements are under the *Architects Act*. There was further discussion around a multi-pronged approach to this issue which includes education, communication, enforcement as well as using existing avenues to advance a better understanding of the professional design requirements and when an architect or Licensed Technologist OAA is required.

**Action:** Council directed Doyle and Mills to further investigate and report on recommendations for a multi-pronged approach to the issue of enforcement of design requirements at the building department level and report back to Council at the March meeting.

9138. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 13, 2021 re. Working Group Terms of Reference – Review of the OAA's Technology Program and attached background information. **(APPENDIX 'D')**

Doyle reported that following the decision of Council at its December meeting to strike a working group to review the OAA's Architectural Technology Program, a terms of reference for that working group has been developed for Council's consideration.

A member of Council suggested that the constitution of the working group be split evenly between architects and Licensed Technologists OAA (Lic.Tech.OAAs) to enable more discussion and receive greater input from the Lic.Tech.OAAs.

It was suggested by a member of Council that the current roster proposed is suitable based on the number of members from each member category.

The President reminded all members of Council to be aware of and recognize perceived as well as unconscious biases. The role of all members to this Task Group will be serve in the public interest.

A Council member suggested that the number representation is not important and there should not be a feeling of division since all Councillors have a fiduciary duty to the Council and thus represent the public interest in all endeavors.

A member of Council noted that there appears to be some confusion from a public perspective between architects, Lic.Tech.OAAs, and BCIN holders.

**It was moved by Mancini and seconded by Speigel that Council approve the terms of reference for the Working Group to review the OAA's Technology Program; and that it be further clarified within the terms of reference that one of the three additional members of OAA Council that are to serve on the Working Group be one of the LGIC appointees to Council.**

-- CARRIED (2 abstentions (McKendrick, Thomson))

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

9139. *Reference Material Reviewed:* Memorandum from Councillor, Natasha Krickhan dated January 8, 2021 re. Interns Committee Terms of Reference and attached background information. **(APPENDIX 'E')**

It was noted that Krickhan had withdrawn the recommendation to amend the terms of reference.

9140. Appointment to the Comprehensive Education Committee *(oral)*

The Vice President Education reported that the Committee is requesting to appoint a Student Associate.

**It was moved Mancini and seconded by Krickhan that Student Associate, Christopher Johnson be appointed to the Comprehensive Education Committee for a two-year term effective immediately.**

-- CARRIED

9141. Appointments to the Interns Committee *(oral)*

Councillor Krickhan reported that the Committee is requesting the appointment of three Student Associates, one of which will be able to fill in a vacancy for an intern committee member once enrolled in the Internship in Architecture Program.



**It was moved by Krickhan and seconded by Vilardi that Vince Hui be appointed to serve as a School of Architecture Representative from Ryerson University to the OAA Interns Committee for a three-year term effective immediately.**

-- CARRIED

**It was moved by Krickhan and seconded by Spiegel that the Student Associates, Carl Caliva, Ilsa Khan, and Dallas Mahaney be appointed to serve a one-year term on the Interns Committee effective immediately, recognizing that Dallas Mahaney will seek intern architect status with the OAA shortly and become an intern architect representative of the committee.**

-- CARRIED

9142. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated January 11, 2021 re. SCOBCAR – Proposed SB-12 Change – Expanding the list of Approved Software and attached background information. **(APPENDIX 'F')**

The Vice President Practice reported

**It was moved by Vilardi and seconded by Erskine that Council approve the submission of recommendations proposed by the Sub-committee on Building Code and Regulations (SCOBCAR) regarding the SB-12 – Energy Efficiency for Housing OBC/SB12 appendix A-2.1.2.1; and, that the OAA also pursue the proposed change in parallel at the national level with the National Research Council.**

-- CARRIED

9143. *Reference Material Reviewed:* Memorandum from Councillor and Co-Chair, Truth and Reconciliation Working Group, Natasha Krickhan dated January 11, 2021 re. Final Report and Recommendations of the Truth and Reconciliation Working Group and attached background information. **(APPENDIX 'G')**

Councillor Krickhan reported and reviewed each of the individual recommendations as proposed by the Working Group.

A member of Council requested clarification regarding recommendation #5 and the current state of funding for Indigenous students to attend university. It was clarified that full status individuals do not receive government funding. It was suggested that this motion be revised to indicate that funding be provided for tuition and/or living costs.

A member of Council suggested that in order for these recommendations to be considered further information regarding resources required, including human and financial, should be provided.

It was suggested that the Environmental Scan document should be published as an official document.

It was suggested that one consultant, perhaps an Elder, be considered to fulfill the suggested roles as outlined in the recommendations as opposed to a number of consultants.

A member of Council spoke in favour of the recommendations and congratulated Krickhan and the Working Group for their efforts.

A member of Council suggested that in publishing the report, fundraising options might be considered to contribute to the proposed scholarships. It was further noted that the RAIC also has an Indigenous Task Group and had there been any discussion around partnering with the RAIC.

Krickham noted that she can take back the comments and refine the recommendations to include financial and other resource implications.

Council in considering the recommendations further should also consider how to make the best use of the report and share it with others, including other regulators.

**It was moved by Krickhan and seconded by Spiegel that the final report from the Truth and Reconciliation Working Group dated January 11, 2021 be received; that the Environmental Scan document be published on the OAA Website and used as an ongoing resource tool; and, that Council bring forward the final Recommendations of the Working Group to the February Priority Planning Sessions for further discussion and action.**

-- CARRIED

#### ITEMS FOR DISCUSSION

9144. *Reference Material Reviewed:* Memorandum from President, Kathleen Kurtin dated January 12, 2021 re. Final Report from OAA President Kurtin and Review of 2020 Council Priorities and attached supporting documentation. **(APPENDIX 'H')**

The President reported on the progress of Council priorities set in 2020.

Members of Council expressed their appreciation to the President for her tenure and considerable efforts of the last two years and thanked her for taking the time to provide a detailed report to Council.

9145. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, Susan Spiegel dated January 13, 2021 re. Unaudited Financial Statements for the Twelve Months Ended November 30, 2020 and attached supporting documentation. **(APPENDIX 'I')**

The Senior Vice President and Treasurer reported

**It was moved by Spiegel and seconded by Vilardi that Council approve the transfer of the anticipated 2020 surplus into the OAA's restricted reserves in the following amounts:**

**\$500,000 Capital Reserve  
\$208,000 Operation Reserve  
\$ 50,000 Legal reserve**

**and, that a lump sum payment of \$270,000 be applied against the OAA's mortgage.**

-- CARRIED

A member of Council noted the considerable time and effort being expended by Council in fulfilling their roles and responsibilities and suggested that consideration of an honorarium for all Council should be considered.

Doyle noted that Council has studied this matter in the past through the OAA's then-HR Committee (now the Governance Committee).

**It was moved Longlade and seconded by Krickhan that Council refer the matter of remuneration of elected members of Council to the Governance Committee for review and further study; and, that the Governance Committee report back to Council with a recommendation regarding any changes that should be considered to the existing Council remuneration policy.**

-- CARRIED (1 abstention (Paquette))

9146. *Reference Material Reviewed:* Memorandum from the Communications Committee dated January 8, 2021 re. Communications Committee Update and attached background information. **(APPENDIX 'O')**

A member of Council raised concern regarding the functionality of the OAA's new website, including specifically the search engine. Other members of Council voiced concern as well adding that there are some parts that are not functioning at all, along with broken links.

After discussion it was agreed that a complete deficiency list needs to be established and reviewed in earnest with the Website consultant.

**Action:** Doyle and Missio to consolidate the Website deficiency list and review with the website consultant with the goal of establishing clear deadlines for completion and report back to the March meeting of Council.

## **CONSENT AGENDA**

### **EXECUTIVE COMMITTEE REPORTS**

9147. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 15, 2021 re. Update on Activities of the Executive Director. **(APPENDIX 'J')**

The report was noted for information.

9148. *Reference Material Reviewed:* Memorandum from the Governance Committee dated January 12, 2021 re. Update on OAA Governance Committee activities. **(APPENDIX 'K')**

The report was noted for information.

9149. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated January 7, 2021 re. Update on the activities under the Vice President Strategic portfolio and attached background information. **(APPENDIX 'L')**

The report was noted for information.

9150. *Reference Material Reviewed:* Memorandum from Vice President Strategic, Andy Thomson dated January 7, 2021 re. Sustainable Built Environments Committee (SBEC) Update and attached background information. **(APPENDIX 'M')**

The report was noted for information.

9151. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 8, 2021 re. Update on Appeal of Harmonized Zoning By-law. **(APPENDIX 'N')**

The report was noted for information.

9152. *Reference Material Reviewed:* Memorandum from Vice President Regulatory, Paul Hastings and Registrar, Christie Mills dated January 12, 2021 re. Activities Under the Registrar Year in Review 2020 and attached background information. **(APPENDIX 'P')**

The report was noted for information.

9153. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated January 12, 2021 re. Report from Vice President Practice. **(APPENDIX 'Q')**

The report was noted for information.

9154. *Reference Material Reviewed:* Memorandum from Vice President Practice, Settimo Vilardi dated January 13, 2021 re. Overall Statistics of the PAS Hotline and Update on Requests for Proposals (RFPs) monitoring and attached supporting documentation. **(APPENDIX 'R')**

The report was noted for information.

9155. *Reference Material Reviewed:* Memorandum from the Comprehensive Education Committee dated January 7, 2021 re. Update from Vice President Education. **(APPENDIX 'S')**

The report was noted for information.

#### **ITEMS FOR INFORMATION**

9156. *Reference Material Reviewed:* Memorandum from Executive Director, Kristi Doyle dated January 12, 2021 re. Update Conference 2021 and Niagara Venues. **(APPENDIX 'T')**

The report was noted for information.

9157. *Reference Material Reviewed:* Memorandum from President, Kathleen Kurtin dated January 12, 2021 re. Fall 2020 President's Society Tour. **(APPENDIX 'U')**

The report was noted for information.

#### **OTHER BUSINESS**

9158. There was no other business.

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

9159. The next regular meeting of Council is Thursday March 4, 2021 at 9:30 a.m. via Zoom.

The annual Priority Planning Session is scheduled for Thursday February 4, 2021 evening and Friday February 5, 2021 via Zoom.

#### **ADJOURNMENT**

9160. **It was moved by Mintz and seconded by Longlade that the meeting be adjourned at 4:15 p.m.**

**-- CARRIED UNANIMOUSLY**

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President

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Date

FOR COUNCIL MEETING  
March 4, 2021  
(open)  
ITEM: 4.1

# **SIGNAL**

## **2021 “SIGNAL & SKETCH” OAA PLANNING SESSION**



Ontario Association  
of Architects

**Post-Charrette Analysis, Process & Vision Planning Report  
(Draft)**

**2021 Council Priority Planning Session  
Ontario Association of Architects**

Planning Session  
Participants

Facilitators and  
Guest Speaker

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Adam Tracey

Georgia MacMac  
Designer + Strategist,  
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Design, Strategy &  
Consulting

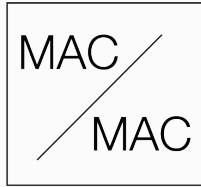
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Design Researcher,  
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Brown College

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Design & Strategy

MAC / MAC Design, Strategy & Consulting designed the  
charrette, synthesis process, and delivery of final report.

# **SIGNAL**

**a**

# **Charrette**



# 2021 “Signal & Sketch” OAA planning session debrief

## Overview

Signal, the 2021 OAA Planning Session, was facilitated as a charrette. The charrette method challenged the council to dig deep and think big within categories of Technology, Sustainability, and Social trends.

Positioning and Perception were key themes of this year's OAA Planning session to “Signal” pathways forward for the OAA to be future-ready and a beacon for practice and industry. The council discovered insights within current trends that will increasingly impact our communities and industry. A full day charrette enabled the council to consider future circumstances and prepare to act in service of all stakeholders.

The trends brainstorm ranged from AI and Robotics within smart cities, to better access of mental health supports through virtual platforms. There were numerous themes under Sustainability, Technology, and Social that became points of discussion, aligning council and staff to consider whether the current mandate and mission of the OAA and its role as regulator is working effectively in service of public interest when considering the impacts of these trends.

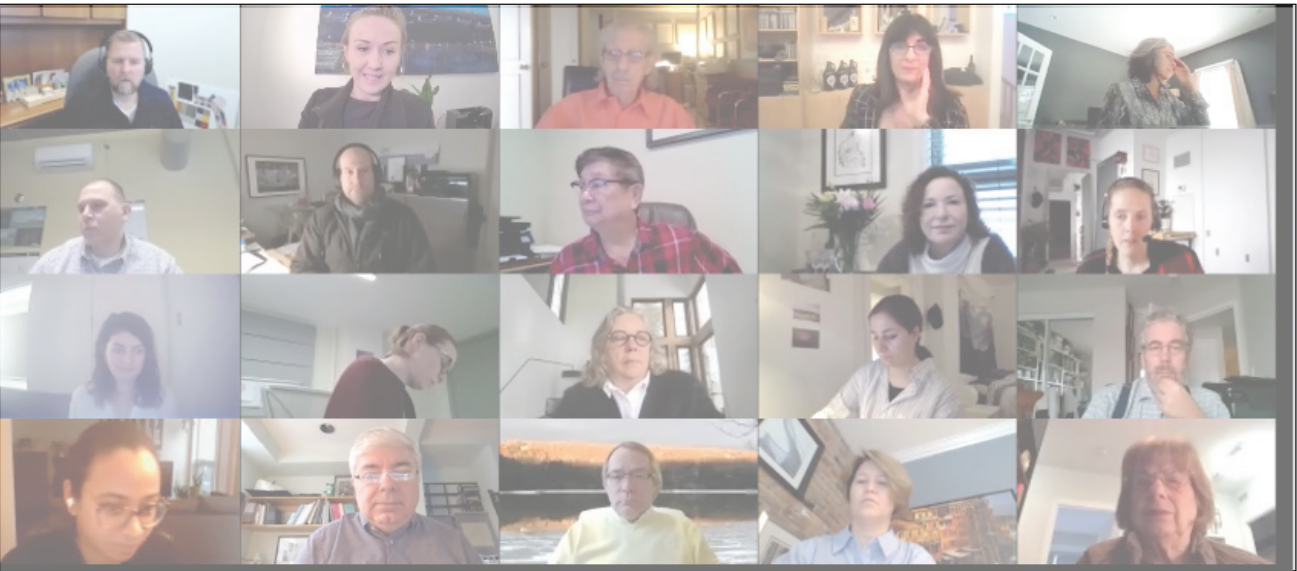
## Agenda

Morning Session 9:00 - 12:30

- Introduction
- The big idea - Presented by Susan Speigel
- Guest speaker - Luigi Ferrara
- Warm up - Signaling Trends
- Trends session

Afternoon Session 1:30 - 4:00

- Signaling solutions
- Sketching concepts
- Strategic alignment
- Closing reflections



The OAA planning session was facilitated virtually using Zoom and Mural due to ongoing COVID-19 restrictions.  
Top Image: screen 1:2 - council, staff, and guests  
Bottom Image: Birds-eye view of the Mural Board



# SIGNAL'S FACILITATORS



**Georgia MacMac**

Georgia is a designer and strategist who uses a human-centered approach to design responsive experiences for people and our environments. With formal training in product, service and systems design, she uses an interdisciplinary lens to design and facilitate engagements in urban design, education, and policy. She uses a design philosophy that leverages inclusive design principles, cultural relevance, and participatory frameworks to design viable solutions within communities.



**Cailin Hillier**

Cailin is an enthusiastic problem solver with a passion for driving meaningful impact. With degrees in engineering, science, and business, she is an experienced facilitator, able to communicate effectively across disciplines. Through her work as Founder of Hillier Culture Studio, Cailin has designed and developed corporate leadership workshops, created culture operating systems for early-stage startup teams, and has leveraged human-centered design methodologies to inform the creation of Culture Insights, an organization health assessment for companies preparing to grow their teams and seek investment.



**Devika Narayani Prakash**

Devika is a strategist, researcher and educator, working with a variety of projects in the public and private sector. With degrees in international development and design strategy she has built a unique toolkit of research methods to enhance her design and facilitation practice. She believes in co-design as her design philosophy and works towards involving as many people into the design process.

# PRESENTATIONS



**Susan Speigel**

The Big Idea  
Radically Rethought

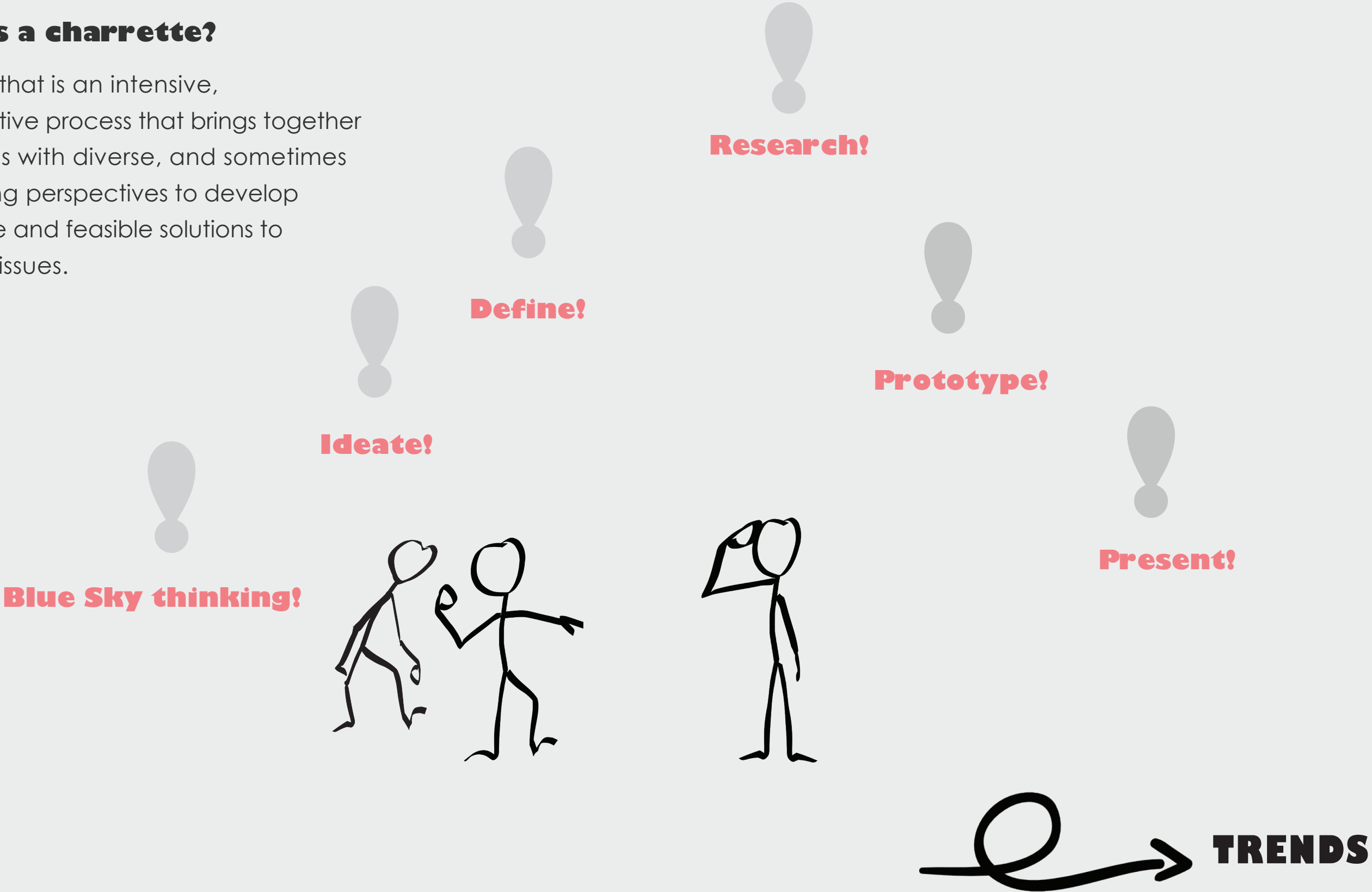


**Luigi Ferrara**

Trends Inspiration and  
the reality of COVID's  
acceleration of Trends

**What is a charrette?**

An event that is an intensive, collaborative process that brings together individuals with diverse, and sometimes competing perspectives to develop innovative and feasible solutions to complex issues.



# Trends Brainstorm

## MORNING SESSION: TRENDS BRAINSTORM

As the world becomes increasingly interconnected, global and local trends have an increasing impact on our communities and industries. By understanding and anticipating trends, we can create designs that ensure the OAA is better prepared for the future.

### Breakout morning session 1

We generated a series of global trends together and then the group broke into three categories of Sustainability, Technology, and Social global areas to identify and explore deeply trends that are impacting our environments, workplaces, and relationships. Each group created an exhaustive list of trends and clustered based on key themes, these were then synthesized and resulted in key questions for the OAA to consider.

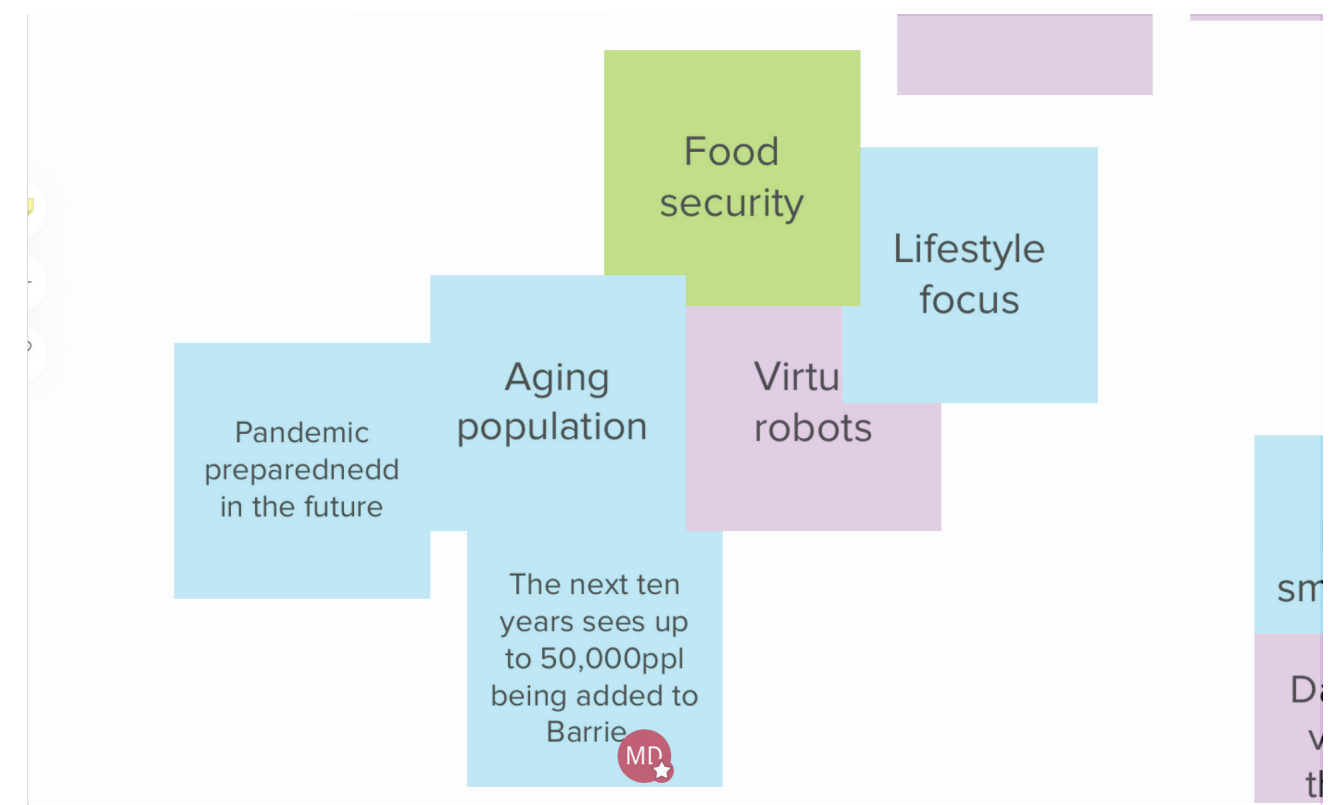
#### Guiding questions:

How might the OAA anticipate and alleviate these stresses?

What positive and negative implications result from these trends?

How can design solutions address these trends to improve the work of the OAA?

How can we look at the ways these trends intersect to better prepare for future scenarios?



Screenshot of a trends scenario development

## WOMEN IN ARCHITECTURE

The proportion of women in architecture is continuing to rise, resulting in a changing OAA demographic who experience additional challenges. In 2016, 51.4% of students enrolled in Ontario's architecture programs were women, yet there are still high attrition rates for women in the field.

## ACCESSIBILITY FIRST

Accessible design in the built environment is now the expectation, not the exception.

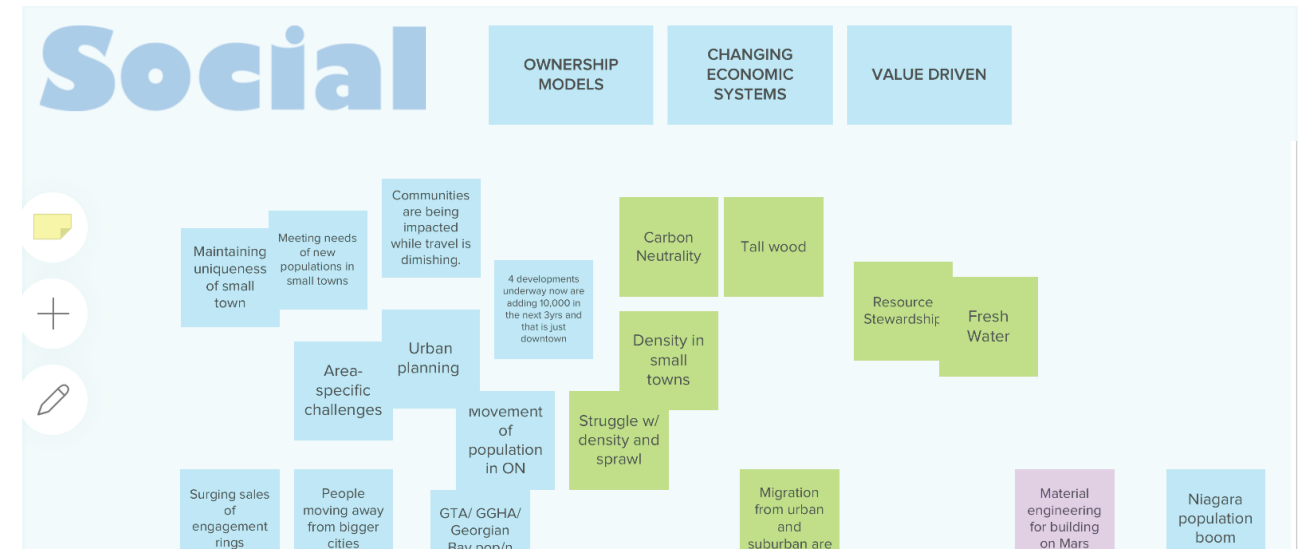
## RURAL MOVEMENT

The onset of remote work in response to COVID has created a mass exodus from city centres. In 2020, Toronto experienced a loss of 50,375 as people moved to surrounding cities.

# Social

Additional trends research provided by MAC / MAC  
See reference page 21

## Breakout Room: Social



### RESULTING QUESTIONS

- How can we leverage existing resources within the OAA to educate the public?
- How can we make architecture more approachable?
- How can we increase the representation of architects in government?
- With people moving away from big cities, how can we engage smaller towns to understand architecture?
- How can we leverage news media to align our priorities and values publicly?
- How can we empower the public to hold institutions accountable?
- How can we collaborate across disciplines to build on the understanding of architecture?
- How can we understand the audience we need to focus on for various channels?
- How can we design and advocate for more equitable environments within education, workplaces, and industries?

## 3D PRINTING

Relevant to model creation all the way to construction techniques. UAE seeks to 3D print 25% of buildings by 2030.

## VIRTUAL REALITY

Firms are translating BIM data into VR with platforms such as Autodesk LIVE and Stingray. Prediction that VR industry will experience compound annual growth rates of between 40–80%.

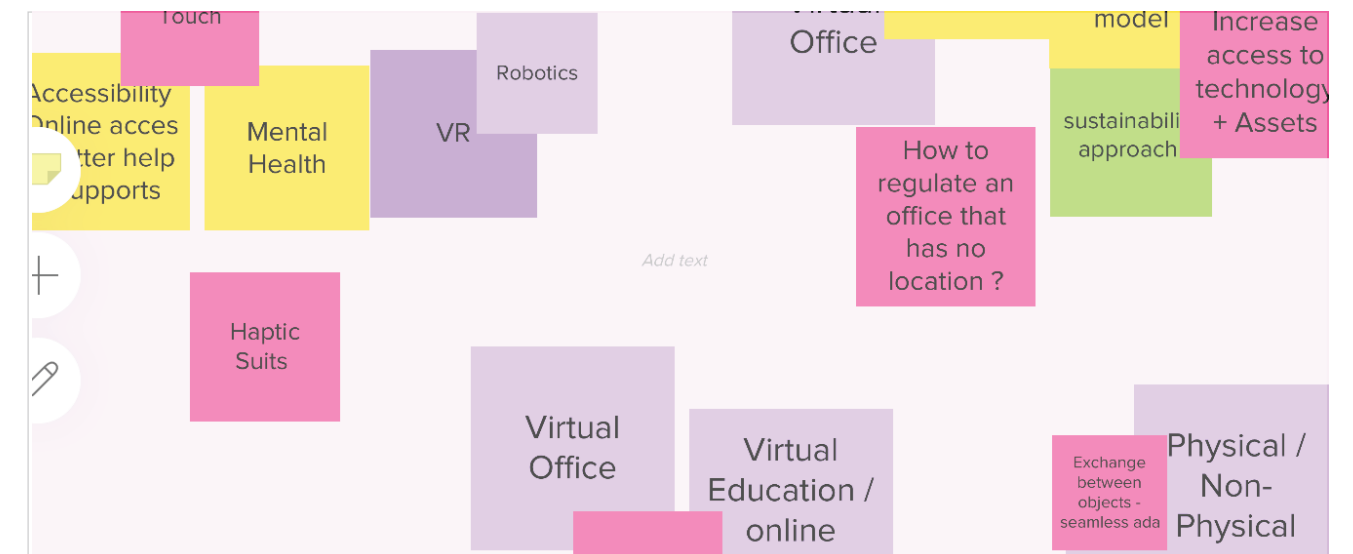
## SPACE EXPLORATION

Increasing effort to establish permanent base for humans on Mars Dozens of venture-backed startups competing to be the first to build human habitats on Mars.

# Technology

Additional trends research provided by MAC / MAC  
See reference page 21

## Breakout Room: Technology



### RESULTING QUESTIONS

- How can professional changes of digitization allow the practice to be more efficient?
- How might digitization - and the virtual office increase opportunity to rethink regulation around running an architectural practice?
- How might tech enable more efficient and impactful social systems and more mindful consumption?
- How might virtual offices increase access and enable more equitable employment opportunities for remote architecture practitioners to join larger firms in urban centers?
- How might technology reframe what the architectural office should be?
- How might fintech developments enable more ethical financing opportunities?
- How can we explore the exchange between objects and biometric devices to create new environments for people?
- What role does Architecture play in designing inclusive VR environments?
- How can we increase the sense of touch and environmental design to support Online mental health supports and VR programs as digital supports become more accessible?
- How might we incorporate technology advancements of IOT in Arch Design and incorporate ethics and data privacy?



## RETROFIT for GHG REDUCTION

Increasingly, climate action plans by cities, countries, and corporations involve building retrofitting. Retrofits will reduce energy consumption by 40% in the buildings.

## GREEN INFRASTRUCTURE

Increased attention and traction for infrastructure that is more compatible with the natural environment to solve for urban and climate challenges.

Through the Investing in Canada infrastructure plan, the Government of Canada is investing \$26.9 billion to green infrastructure projects.

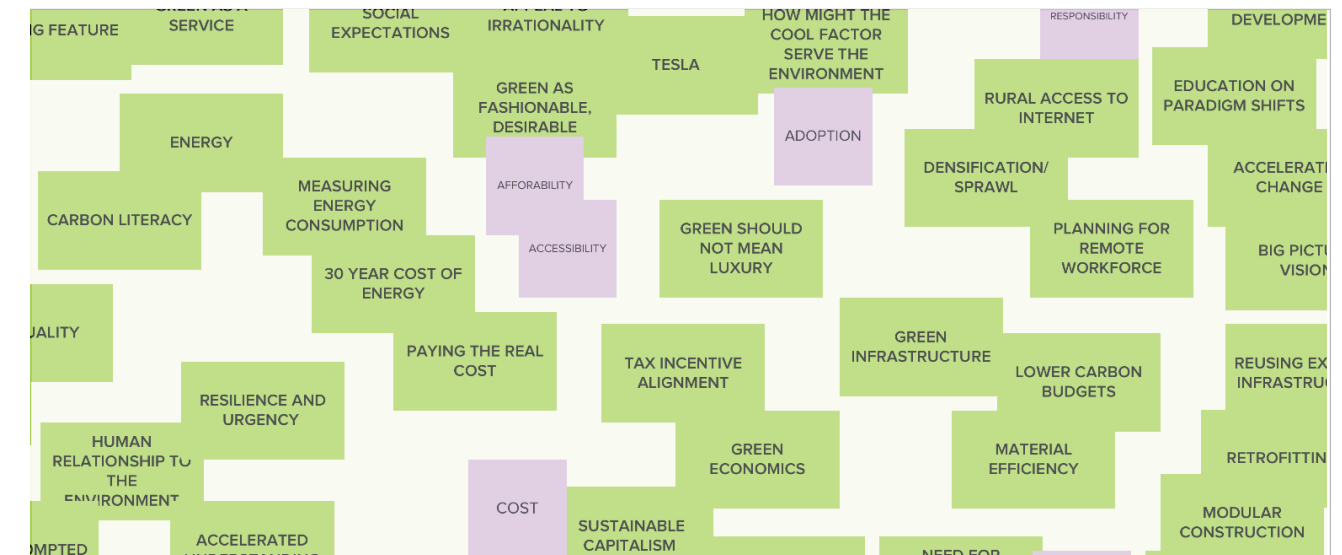
## RIGHT to REPAIR MOVEMENT

Consumer movement to urge tech companies to allow electronics to be repaired and operate longer, created less environmental waste 14 states in the US are currently exploring right to repair legislation.

# Sustainability

Additional trends research provided by MAC / MAC  
See reference page 21

## Breakout Room: Sustainability



### RESULTING QUESTIONS

- How can we leverage education for change?
- Who might we look to as leading sustainability examples?
- How can we think of sustainability for everyone?
- What might climate as a value of the OAA look like?
- How might cost facilitate education around sustainability?
- How can we enable architects to advocate for sustainability?
- How can we leverage education to address sustainability?
- What role does technology play in making sustainability actionable?
- What role does technology play in designing our environments?
- How can regulation be leveraged as a beacon for change?
- What might COVID teach us about being responsive in addressing climate change?
- How can we define climate stability more clearly to make it easier to address / more actionable?

# Summary & Next Steps

From the group brainstorm and breakout session each group was able to create a list of trends and scenarios. These were gathered and turned into a series a questions seen in the previous pages. Through our synthesis process we curated a series of tags and themes to organize these into groups See section for Raw Data.

For the work of the OAA to be future-ready, it is important for these trends to be reviewed at the nexus of the identified themes. Through converging these trends, and combining the big ideas that came from the trends exercise, clear scenarios will begin to emerge and support a better understanding of how to predict changes, what actions need to be taken, and who the stakeholders will be when generating a solution or intervention.

Example from Luigi's presentation: **converging trends:** COVID-19 has accelerated rates of online learning from full online education predicted for 2030 to 2020 it was a **social trend** mixed with a **technological trend** and an **environmental trend** that caused the acceleration process to begin.



# References

## SOCIAL

<https://globalnews.ca/news/7575913/toronto-housing-canada-population-coronavirus/>

<http://www.beatoronto.com/blog/2018/2/11/because-its-2017-gender-diversity-in-canadas-architecture-profession>

## TECHNOLOGY

<https://constructible.trimble.com/construction-industry/spacex-to-mars-city-how-to-build-on-mars>

<https://www.engineering.com/story/dubai-seeks-to-3d-print-25-percent-of-its-buildings-by-2030>

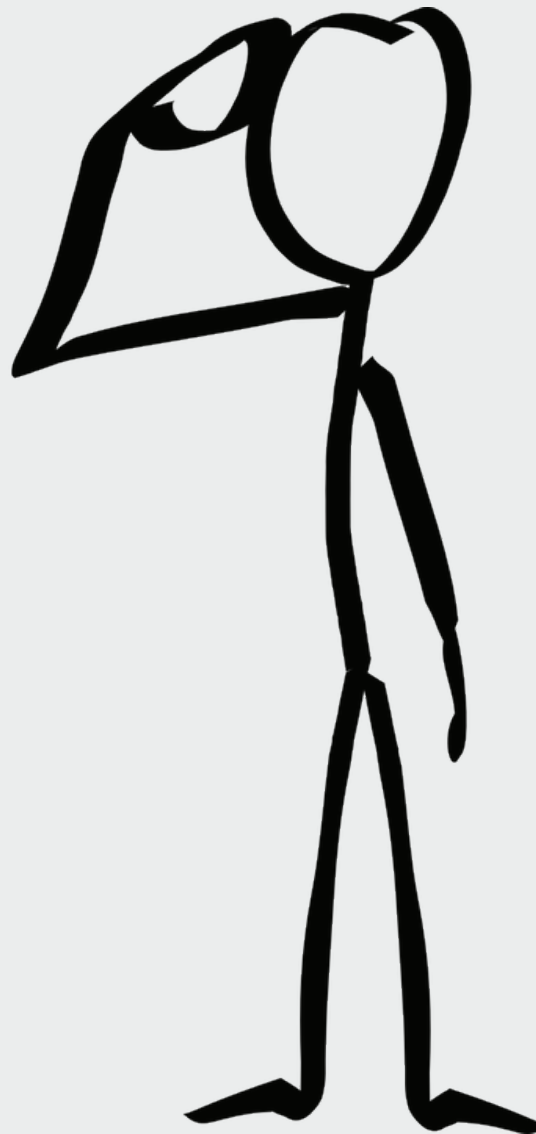
<https://medium.com/@colbygee/virtual-reality-for-architecture-engineering-and-construction-78dafae60006>

<https://redshift.autodesk.com/virtual-reality-in-hitecture/#:~:text=Increasingly%2C%20architects%20are%20integrating%20VR,advisor%20for%20The%20Future%20Group.>

## SUSTAINABILITY

<https://www.newswire.ca/news-releases/multi-residential-building-retrofits-help-reduce-greenhouse-gas-emissions-in-toronto-and-hamilton-871386585.html>

<https://www.vice.com/en/article/jgqk38/the-right-to-repair-movement-is-poised-to-explode-in-2021>





# Signaling Opportunities Within Priority Lanes

## AFTERNOON SESSIONS

Following the morning breakout sessions, in a group discussion, we reflected on the insights from the trends breakout rooms and the council curated a list of questions to guide the afternoon breakout. After discussing and narrowing key questions that came up during the brainstorming activity, participants went back into new breakout rooms assigned under the three 2020 priorities of the OAA - Member Engagement, Climate Stability, Education Continuum.

Once in breakout rooms, participants were asked to narrow their focus to provide a challenge that each priority lane was facing.

Each group dove into discussion and generated possible solutions and interventions to their challenge - discussion points have been synthesized into additional outcomes for this section.

Key guiding questions to support the breakout rooms:

- What themes are showing up?
- What challenges does this represent?
- Which stakeholders are relevant to these challenges?
- What are the ripple effects and impacts on the OAA if these become true?
- What are some possible solutions/creative interventions that could solve for (xx)?

## CLIMATE STABILITY

- How can we make sustainability affordable, desirable, and integrated?
- How can we think of sustainability for everyone?
- What might climate as a value of the OAA look like?
- How might we reframe climate stability as a more central and integrated (policy + priority)?
- How can we enable architects to advocate for sustainability?
- How can we leverage education to address sustainability?
- What role does technology play in making sustainability actionable?
- What role does technology play in designing our environments?
- How can regulation be leveraged as a beacon for change?
- What might COVID teach us about being responsive in addressing climate change?
- How can we define climate stability more clearly to make it easier to address / more actionable?

## MEMBER ENGAGEMENT

- How might we promote architects to run for political office?
- What representation does the architecture profession need?
- How can we increase the representation of architects in government?
- What are the implications for remote work into the future?
- What could flexibility in the profession look like?
- What areas of industry could benefit from having greater architectural representation?
- Who are we engaging? Members only or the Public?

## EDUCATION CONTINUUM

- How might education work differently to keep up with technology?
- How might circular education play a role?
- How can we leverage news media for education around architecture?
- How can we leverage existing resources? (TikTok Instagram)
- How can we collaborate across disciplines to build on the understanding of architecture?
- How might remote work enable connectivity and equality?

## Climate Stability

**The Climate Stability group explored three questions for their brainstorm:**

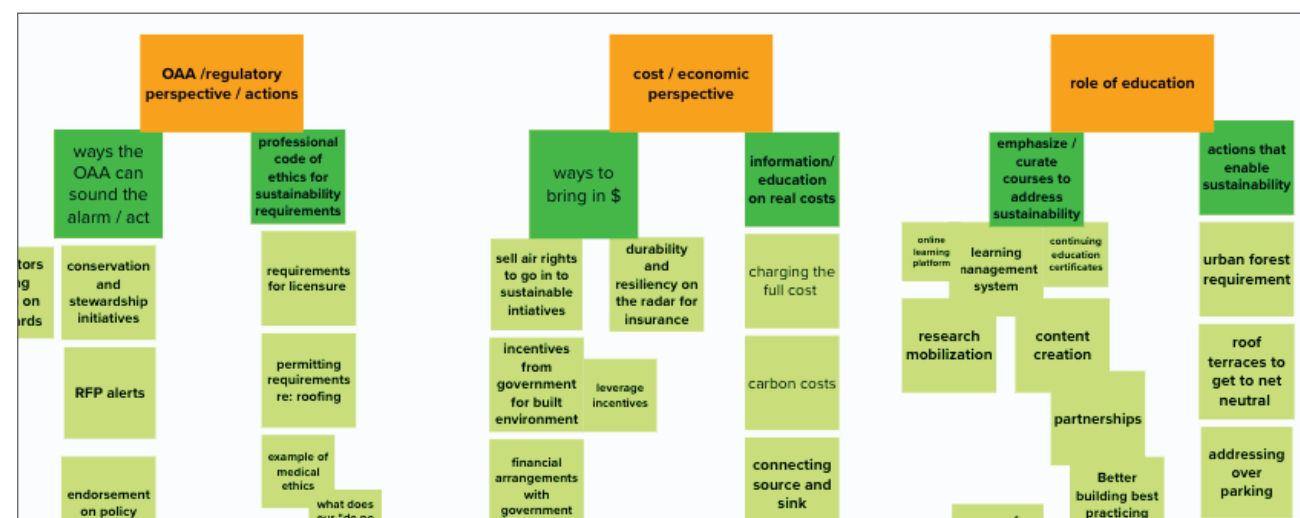
How might we reframe climate stability as a more central and integrated (policy + priority)?

How can the OAA make sustainability affordable, desirable, and integrated?

## How can regulation be leveraged as a beacon for change?

## INSIGHTS FROM DISCUSSION

- Align regulatory perspectives and actions
- Economic perspectives for sustainable solutions must be included and promoted through educational resources
- Incentives and education were key focused outcomes
- Leverage educational channels to promote awareness and understanding of the climate issue
- Emphasize the role of architecture in creating more sustainable neighbourhoods



Screenshot of Breakout sustainability Mural

## Membership Engagement

**The Membership Engagement group explored three questions for their brainstorm:**

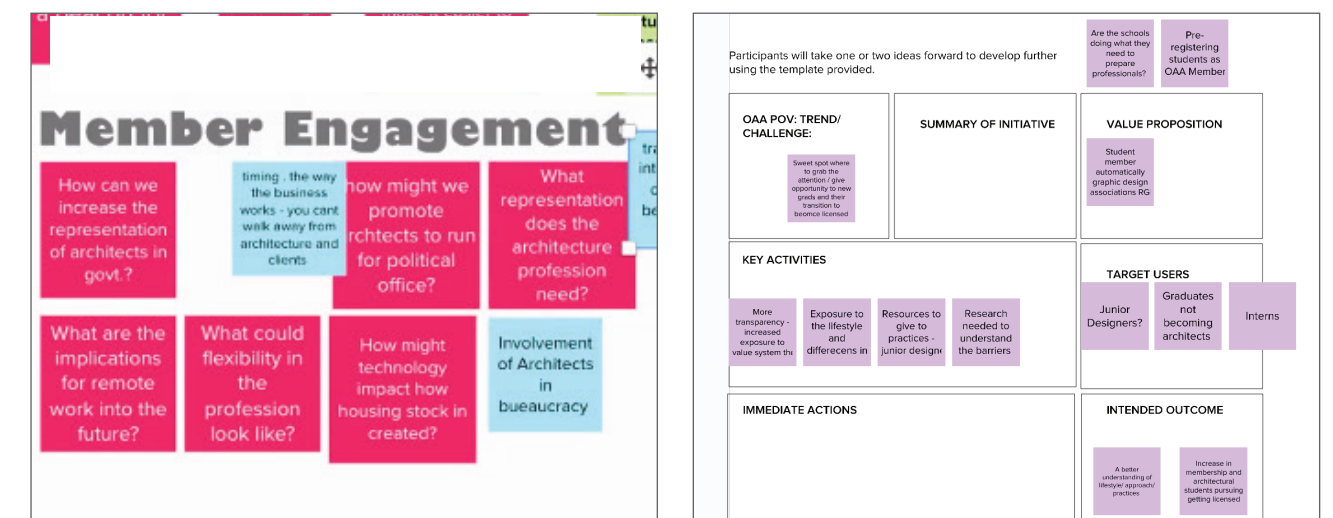
How can we increase the representation of architects in govt.?

What are the implications for remote work into the future?

### What could flexibility in the profession look like?

## INSIGHTS FROM DISCUSSION

- Community of Architects in Government
- Support flexible work practices for: virtual work, family life, and expanding roles beyond architecture into leadership or government representation
- Explore partnerships with Architectural programs, identifying the non-traditional route many graduates are taking
- Expanding the stakeholder groups within engagement to include members, future-members, staff, and general public



Screenshot of breakout Member Engagement Mural

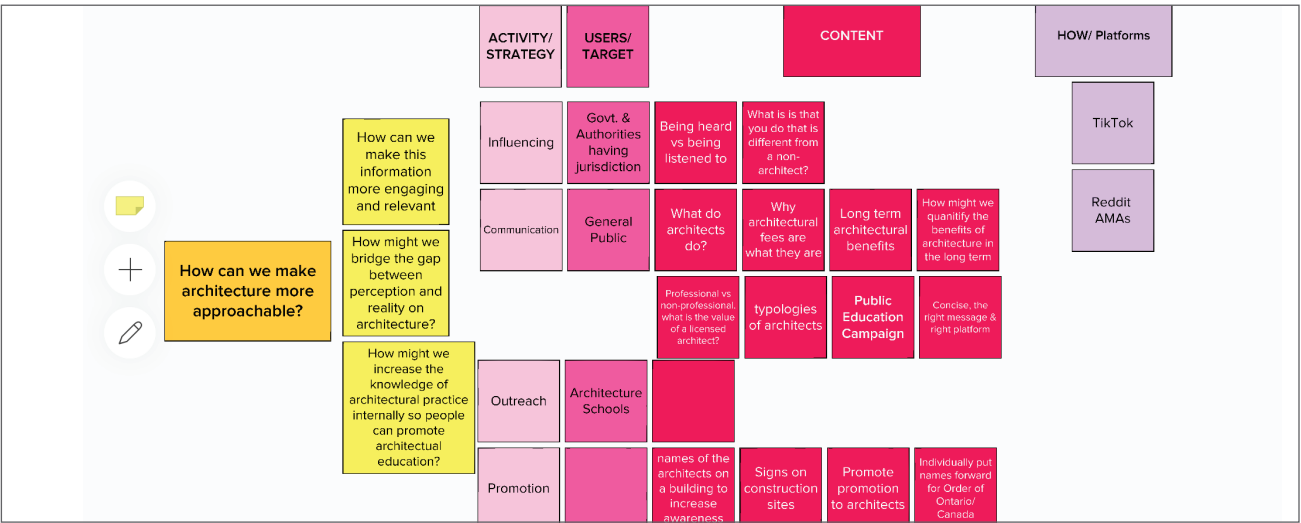
# Education Continuum

The Education Continuum group explored two questions for their brainstorm:

- How can we make architecture more approachable?
- What might the OAA do to communicate in a bite-sized way?

### INSIGHTS

- Increases potential partnerships with other colleges/programs (interdisciplinary)
- Building recognition of architects (having their names on buildings)
- Building recruitment capacity to ensure new architecture in Ontario's fabric
- Engaging new audiences through social media
- Creating bite sized content to increase awareness of architecture



Screenshot of Breakout Education Continuum Mural

# Afternoon Outcomes:

Through a group discussion of the insights from the breakout rooms, three key themes appeared:

### Futures

There is a desire and a need for the OAA to be future-ready and become a guiding beacon for industry as opposed to simply a reactive regulator. This theme explored concepts of strategic partnerships, developing adaptable regulation models, and exploring concepts of flexible work.

### Educate

The OAA must broaden the concept of education and leverage different learning channels beyond traditional ones to engage both the public and OAA members. This theme explored communicating the importance of relevant topics such as the architectural practice, climate stability, equity + diversity + inclusivity. This includes both traditional and non-traditional learning platforms such as sharing information through social and traditional media platforms.

### Voice

There was consistent calling for the OAA to develop and define a clear inward and outward voice that promotes the vision and values of the OAA. This theme explored concepts of developing voice through realigning strategic priorities, creating a digital strategy, promoting bite-sized content to reach different audiences, and re-visiting discussions of branding and creating a 'public image'.



 **OAA  
ALIGNMENT &  
SYNTHESIS**

# Synthesis Process: Insights to Actions

MAC / MAC's team generated 8 insights during the post-analysis of the charrette. This was presented to the Executive council on February 12, 2020. Through discussion it was evident that many activities were already underway to support these insights. See Process document page 35.

## 8 INSIGHTS

### 1. Partnerships

Create strategic partnerships with educational institutions, certification programs, interdisciplinary industry professionals, and government to engage a broader group of stakeholders in addressing the public wellbeing and architecture

### 2. Climate Focused

Increase access to education, incentives, and cost saving opportunities. Begin implementing 2030 goals in practice portfolio - and educate the public on the opportunities within architecture to contribute to a greener environment.

### 3. Flexible Work - Planning for Disruptions

Increase members' supports for workplace and practice trends that are impacting the process of architecture and the wellbeing of architects - create new models of practitioner supports and ensure regulation complies with changes in practice

### 4. Adaptable Regulation

Align regulatory perspectives and ensure regulation reflects current state of practice and has flexibility to adapt to rising concerns of architects while maintaining the public interest

### 5. Building Community

Community & Membership. Increasing opportunity for public perspectives and industry professionals to be a part of the OAA community

### 6. Pathways for Education

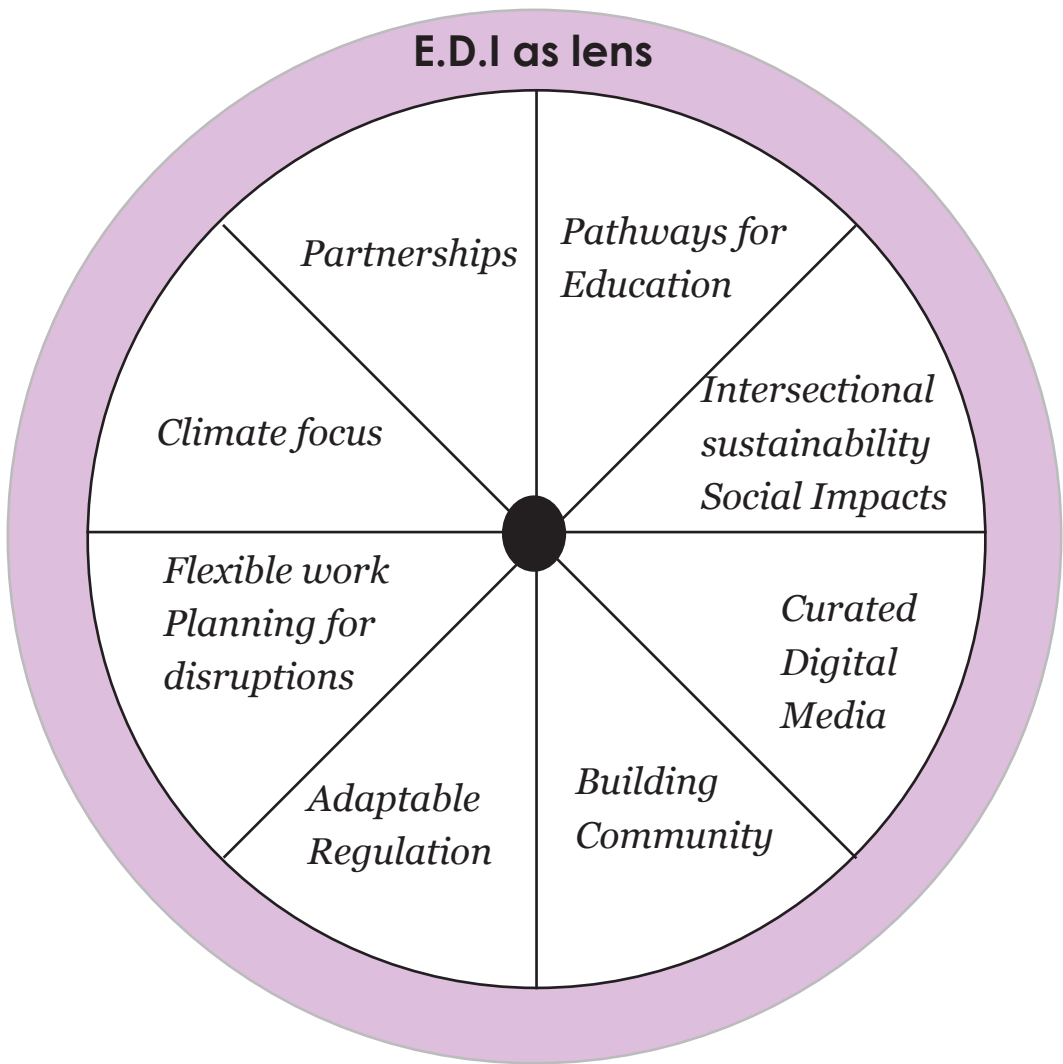
Curate educational material that can be consumed in a series of ways - "bite-sized" and robust. Deepen the understanding of perceived or real barriers for architectural students to become members

### 7. Intersectional Sustainability & Social Impacts

Address the role of Architecture in creating more just and equitable living conditions for all people. Increase opportunity for work placement and training opportunities for BIPOC architects and interns and junior designers

### 8. Curated Digital Media

Increasing public and stakeholder participation through new communication channels and bite sized content



Synthesis: Insights wheel presented to Executive Council



# Synthesis Insights Process Working Diagram (draft)

## 1. Partnerships

**Goal**  
Increasing partnerships with educational institutions, certification programs, and interdisciplinary industry professionals to engage a broader group of stakeholders in addressing the public wellbeing and architecture

- Strategies/Objectives/Activities:**
- Cross-industry leadership
  - Government relations
  - Educational presence
  - Member opportunities

## 2. Climate Focused

**Goal**  
Increasing access to education, incentives, and cost saving opportunities. Begin implementing 2030 goals in practice portfolio - and educate the public on the opportunities within architecture to contribute to a greener environment.

- Strategies/Objectives/Activities:**
- Increase access to incentives and Cost Saving programs
  - Identifying and embedding climate stability opportunities within every project
  - Partnership links to resources: IE: "Better Homes Toronto. How to Retrofit for GHG Reduction"
  - Bite size content based on stakeholder needs - Actionable
  - Membership opportunities = ensuring their green initiatives projects have support

## 3. Flexible Work - Planning for Disruptions

**Goal**  
Increasing members supports for workplace and practice trends that are impacting the process of architecture and the wellbeing of architects - opportunity for new models of practitioner supports and ensuring regulation complies with changes in practice.

- Strategies/Objectives/Activities:**
- Series of practitioner surveys
  - Engaging topics of mental health and wfh/wlb
  - Advocacy for architects with relationships with developers + City

## 4. Adaptable Regulation

**Goal**  
Aligning regulatory perspectives and ensure regulation reflects current state of practice and has flexibility to adapt to rising concerns of architects while maintaining public interest.

- Strategies/Objectives/Activities:**
- Actions on climate stability
  - Right touch regulation
  - Creating policy that supports architects navigate relationships with developers + City

## 5. Building Community

**Goal**  
"Community & Membership"  
Increasing opportunity for public perspectives and industry professionals to be a part of the OAA community

- Strategies/Objectives/Activities:**
- Series of practitioner surveys
  - Engaging topics of broader public health and the future of our communities in relationship to design and architecture

## 6. Pathways for Education

**Goal**  
Curating educational material that can be consumed in a series of ways - "bite-sized" and robust. Deepen understanding of perceived or real barriers for architectural students to become members

- Strategies/Objectives/Activities:**
- Bite-sized content
  - "What its like" Selling the concept of being licensed.
  - Addressing supports to minimize barriers for recent grads to become members
  - Additional applied learning opportunities for junior designers and interns

## 7. Intersectional Sustainability & Social Impacts

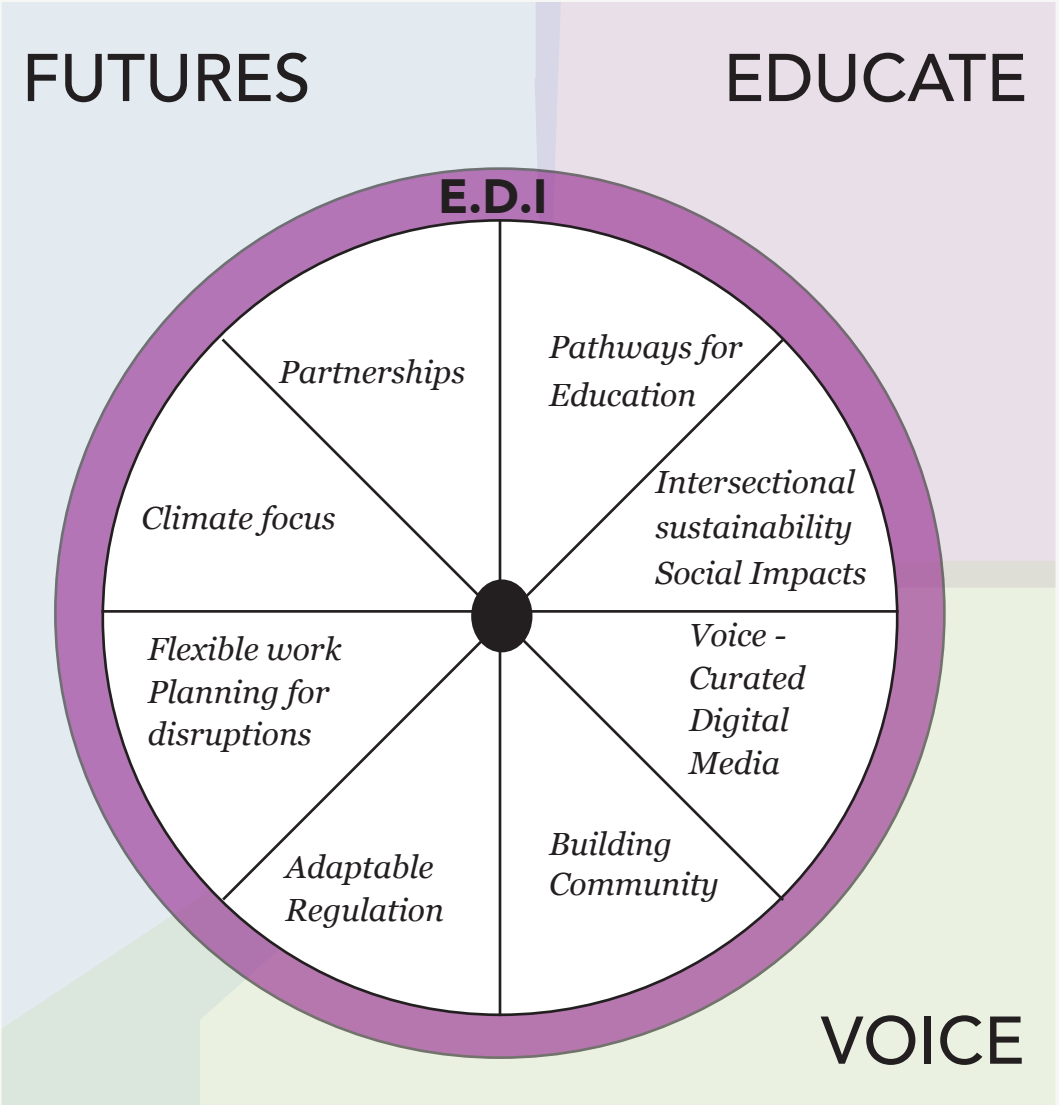
**Goal**  
Addressing the role of Architecture in creating just and equitable living conditions for all people. Increase opportunity for work placement and training opportunities for BIPOC architects and interns and junior designers

- Strategies/Objectives/Activities:**
- Increase access to incentives and Cost Saving programs
  - Create strategic partnership to deliver programs
  - Address regulation or policy concerns that increase bi-passing from developers and city.
  - Increase architect representation at government level

## 8. Voice - Curated Digital Media

**Goal**  
Increasing public and stakeholder perspectives participation through new communication channels and bite sized content

- Strategies/Objectives/Activities:**
- Digital Strategy: Facebook, Instagram, TikTok
  - Paid media
  - Youtube series of AMA's



# OAA Vision & Practice Diagram (draft)

## A post-charrette exercise by the Executive Council

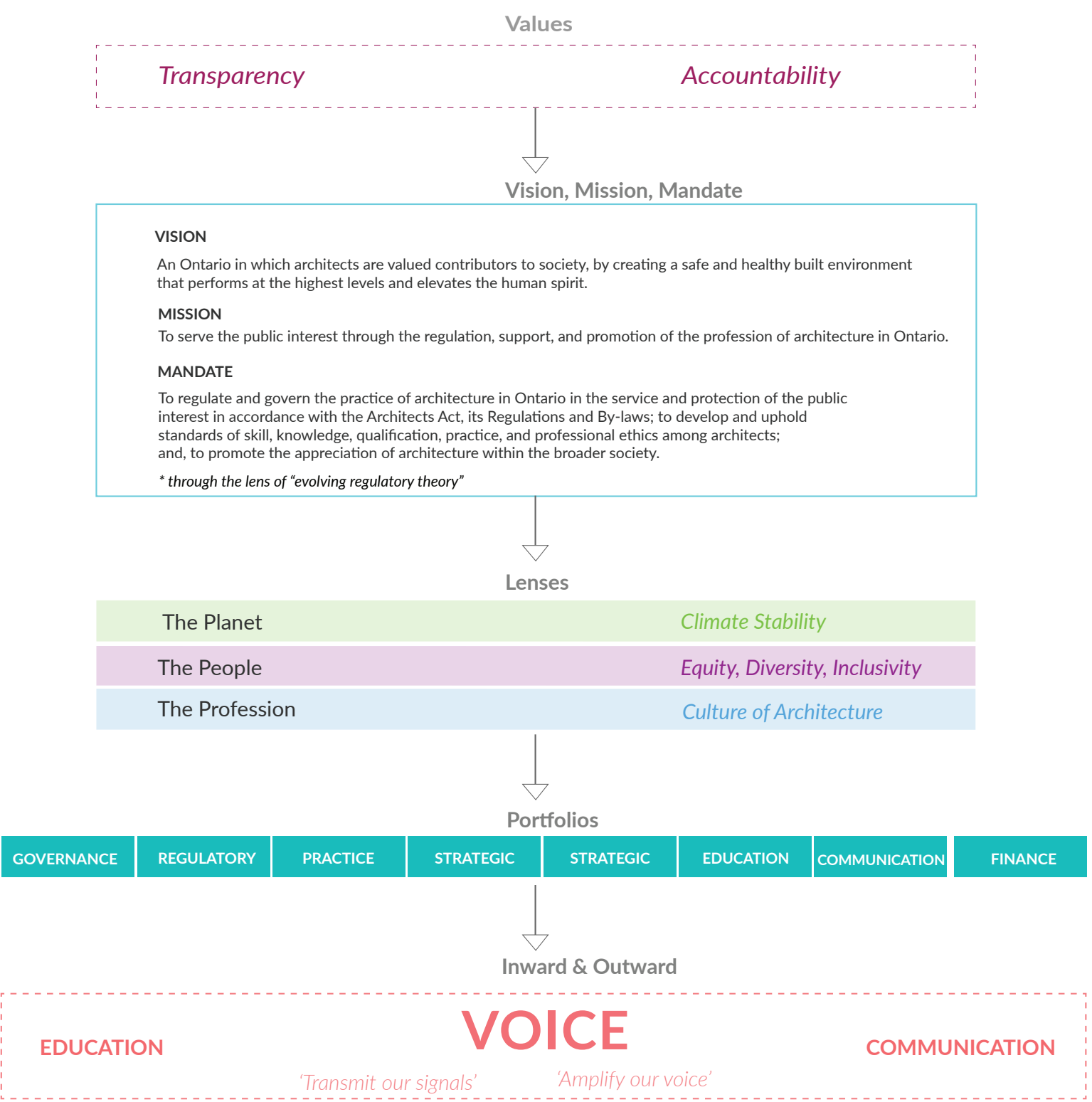
The Executive Council reflected on the insights generated during the 2021 Strategic planning session, leading to a working diagram to realign the priorities and values of the OAA. A key theme that was pulled forward from the charrette is the notion of developing a voice for the OAA.

Through iteration, the Executive Council generated a working diagram to outline the relationship of values, vision, and a series of updated lenses, to support portfolio and project priorities for 2021, and the development of a stronger voice for the OAA.

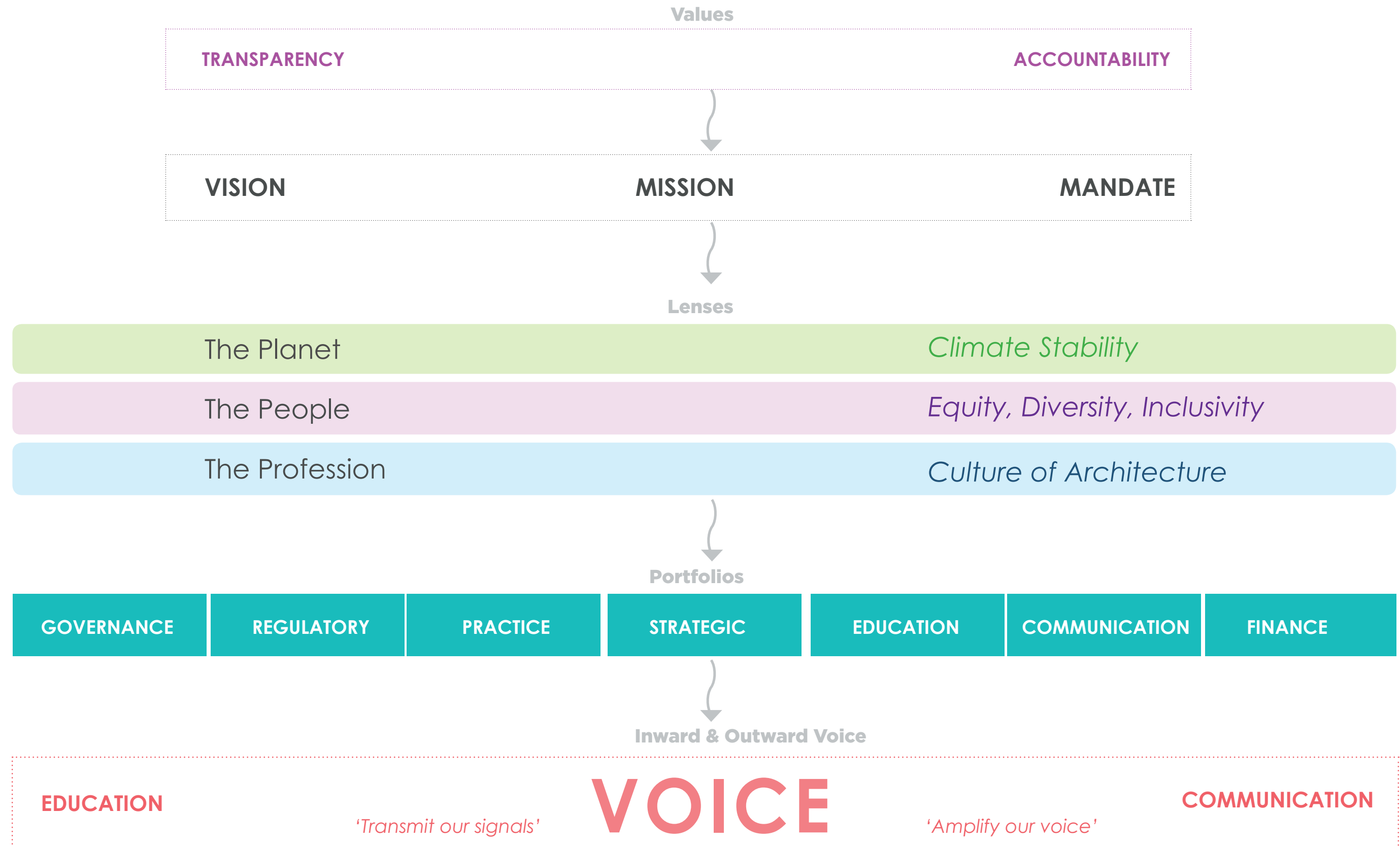
The proposed lenses are: The Planet (Climate stability), The people (Equity, Diversity, and Inclusivity) and The Profession (Culture of Architecture). These lenses will support the re-prioritization of projects within each portfolio. This will ultimately result in projects that lead the OAA to have a stronger voice and curate educational and communications material that can support inward and outward learning and growth.

[See page 38 for large diagram]

# OAA Vision & Practice Working Diagram (draft)



# OAA Vision & Practice Working Diagram (draft)





 **RAW DATA**

# TRENDS BRAINSTORM-GLOBAL

## TECHNOLOGY

- Public value things that they may never personally purchase
- Accessibility with technology
- Autonomy for construction
- Digital twins
- OAA to host digital space
- Toronto's open data of CAD and SketchUp models
- Increased ability to share knowledge
- Enables people to do their jobs better
- Invisible money
- Comfort with online banking
- Cryptocurrency
- Digital assets
- BIM crypto
- BIM
- Virtual robots
- Robotics
- Remote work
- Data more valuable than real estate
- Material engineering for building on Mars
- AI & Robotics
- AI
- 3D Printing
- VR
- XR
- AR
- Tech & data
- Implications to professionals
- Sensors and IOT
- Robotics
- Transformation of physical spaces to accommodate virtual space
- Regulatory change
- AI revolution is coming and it's going to affect us
- Acceleration of virtual space
- Architecture should bring in the critical and productive way to look at Virtual spaces

## SUSTAINABILITY

- Energy
- Relationships with energy
- Renewable energy
- Mining with electric Vehicles
- Where are we getting energy?
- Densification/sprawl
- Food Security
- More useful, smaller spaces
- Permaculture
- Utilization of OAA owned land
- Carbon Neutrality
- Tall wood
- Resource Stewardship
- Fresh Water
- Density in small towns
- Struggle w/ density and sprawl
- Migration from urban and suburban areas
- Adaptability
- Kinetic structures
- Linkages to sustainability
- Nature and trees are our lungs
- Food security

## SOCIAL

- Communities are being impacted while travel is diminishing
- Meeting needs of new populations in small towns
- Maintaining uniqueness of small town
- Surging sales of engagement rings
- People moving away from bigger cities
- GTA/ GGHA/ Georgian Bay pop/n influx
- Transparency with the public is being demanded
- Educating the public that architecture is also the spaces in between
- Working professionals with children need support or flexible options
- Making the world a better place
- Educating school-age children on built environment
- Lifestyle focus
- Aging population
- Niagara population boom
- Pandemic preparedness in the future
- The next ten years sees up to 50,000ppl being added to Barrie.
- Truth and Reconciliation - providing opportunities for Indigenous people to participate in the construction, & design industry
- Architecture for everyone, not a specific part of society
- Celebrating the entire province
- Sharing information to be actionable; Example: Sidewalk project
- Regulation being a proactive communication dialogue, not a police state
- Truth and Reconciliation - providing opportunities for Indigenous people to participate in the construction, & design industry
- Changes to regulatory landscape from Federal side
- Amalgamation with design professionals
- Addressing Equity from an economic lens
- Addressing homelessness
- Right Touch regulation
- Profitability of Firms so that we can continue to "shine our light" and do practical and beautiful work that enhances the public and private realms
- evolution of tools for professional will use to deliver services to the public
- Architects speaking with a more political voice
- Media coverage
- "shanty towns"
- Relationships in the industry (Interior designers, engineers, registered building practitioners etc.)
- Cons: even more of a difficult regulatory understanding
- Self-regulatory professionals
- Governance reviews and scrutiny
- Public access to architects
- Movement of population in ON
- Public interest piece
- Rediscovering the importance of physical contact
- Gamestop phenomena
- Consumerism and capitalism
- Investment in the arts
- Videos to promote projects
- Modern promoting of ideas
- Public investment
- Living Community to replace work community
- Questioning the notion of home ownership
- Making the world a better place
- Feature great places in ON
- separate from banks
- Proving the neighbourhood
- Freedom to pick where you want to live
- Lifestyle focus
- Aging population
- Pandemic preparedness in the future
- The next ten years sees up to 50,000ppl being added to Barrie.

TRENDS BRAINSTORM-BREAKOUTS

SUSTAINABILITY GROUP

HIGHLIGHT	TREND	TAGS
HEALTH	<ul style="list-style-type: none"><li>ACCELERATED UNDERSTANDING</li><li>AIR QUALITY</li><li>COVID PROMPTED</li><li>HUMAN RELATIONSHIP TO THE ENVIRONMENT</li><li>RESILIENCE AND URGENCY</li></ul>	(LESSONS FROM COVID
GREEN INFRASTRUCTURE	<ul style="list-style-type: none"><li>REUSING EXISTING INFRASTRUCTURE</li><li>MATERIAL EFFICIENCY</li><li>RETROFITTING</li><li>MODULAR CONSTRUCTION</li><li>GREEN ROOF</li><li>RECYCLED/ / REGENERATIVE MATERIALS</li></ul>	(SOLUTIONS <> PROBLEMS)
CLIMATE	<ul style="list-style-type: none"><li>FOOD SECURITY</li><li>LOWER CARBON BUDGETS</li></ul>	(SOLUTIONS <> PROBLEMS)
GROWTH	<ul style="list-style-type: none"><li>DENSIFICATION/ SPRAWL</li><li>PLANNING FOR REMOTE WORKFORCE</li><li>RURAL ACCESS TO INTERNET</li></ul>	(SOCIAL RESPONSIBILITY)
ENERGY	<ul style="list-style-type: none"><li>MEASURING ENERGY CONSUMPTION</li><li>CARBON LITERACY</li><li>30 YEAR COST OF ENERGY</li><li>CONSIDER LONG TERM SUSTAINABILITY INTO INITIAL COSTS</li><li>PAYING THE REAL COST (LONG-TERM NOT JUST SHORT-TERM COST TO SOCIETY)</li></ul>	(DEEPER UNDERSTANDING)
REGULATION FOR SUSTAINABILITY	<ul style="list-style-type: none"><li>PERFORMANCE TARGETS</li></ul>	(SOLUTIONS <> PROBLEMS)

SUSTAINABILITY GROUP

HIGHLIGHT	TREND	TAGS
GREEN AS FASHIONABLE, DESIRABLE	<ul style="list-style-type: none"><li>GREEN AS A SERVICE</li><li>APPEAL TO IRRATIONALITY</li><li>SOCIAL EXPECTATIONS</li><li>GREEN SHOULD NOT MEAN LUXURY</li><li>HOW MIGHT THE COOL FACTOR SERVE THE ENVIRONMENT</li><li>TESLA</li></ul>	(ACCESSIBILITY, AFFORDABILITY, ADOPTION)
GREEN ECONOMICS	<ul style="list-style-type: none"><li>SUSTAINABLE CAPITALISM</li><li>TAX INCENTIVE ALIGNMENT</li><li>RIGHT OFFS - INVESTMENT IN GREEN BUILDINGS</li><li>REFRAME NEEDED: GREEN NOT NECESSARILY MORE EXPENSIVE</li><li>NEED FOR BALANCE IN GOVERNMENT INCENTIVES</li><li>AMOUNT OF MATERIALS</li></ul>	(COST, REGULATION?)
GREEN EDUCATION	<ul style="list-style-type: none"><li></li><li>EDUCATION ON PARADIGM SHIFTS</li><li>MULTI-GENERATIONAL TOOLS FOR PROFESSIONALS</li><li>E.G. CALCULATOR</li><li>VOICE AT EVERY TABLE</li><li>TOOLKIT DEVELOPMENT</li><li>SPECIFICALLY SHOWCASING EXAMPLES OF HIGH-PERFORMANCE/ LOW COST OPTIONS</li><li>TOOLS TO EMPOWER GREEN WORK</li><li>TRADEOFFS - NO AC?</li></ul>	(PUBLIC EDUCATION, MEMBER EDUCATION)

TECHNOLOGY GROUP

HIGHLIGHT	TREND	TAGS
DIGITAL MENTAL HEALTH AIDS + HEALTH	<ul style="list-style-type: none"><li>• INCREASED ACCESS TO MENTAL HEALTH SUPPORTS THROUGH TELE-HEALTH AND VIRTUAL PLATFORMS</li><li>• VR ENVIRONMENTS AND OUR SENSE OF SELF IN PHYSICAL SPACE</li><li>• ROBOTICS AND MEDICAL FIELD AND LONG TERM CARE FACILITIES PROVIDING SUPPORTS TO VULNERABLE POPULATIONS</li><li>• AI AND DEMENTIA, A CARE-GIVERS ASSISTED AID</li><li>• WORK FROM HOME/WORK LIFE BALANCE</li></ul>	(LESSONS FROM COVID)
RETHINKING BUSINESS MODELS	<ul style="list-style-type: none"><li>• VIRTUAL OFFICES</li><li>• DIGITIZATION OF THE TOOLS AND MATERIALS NEEDED TO VALIDATE THE PRACTICE</li><li>• HOW TO REGULATE A PRACTICE THAT HAS NO LOCATION</li></ul>	(COST, REGULATION, MEMBER EDUCATION)
GROWTH - RURAL ACCESS THROUGH VIRTUAL OFFICE	<ul style="list-style-type: none"><li>• DENSIFICATION/ SPRAWL</li><li>• PLANNING FOR REMOTE WORKFORCE</li><li>• RURAL ACCESS TO INTERNET</li><li>• INCREASED OPPORTUNITY FOR ARCHITECTS FROM RURAL COMMUNITIES TO WORK DIRECTLY WITH LARGER FIRMS IN BIG CITIES</li></ul>	(SOCIAL RESPONSIBILITY) (ACCESSIBILITY, AFFORDABILITY)
RELATIONSHIP BETWEEN DIGITAL AND PHYSICAL ENVIRONMENTS	<ul style="list-style-type: none"><li>• DESIGN OF BIOMETRIC DEVICES</li><li>• VR/AR/XR REALITIES AND RELATIONSHIP TO PHYSICAL SPACE</li><li>• ROLE OF ARCHITECTS IN DESIGNING VIRTUAL ENVIRONMENTS AND GUIDELINES</li><li>• LICENSES FOR ARCHITECTURAL DESIGN IN VIRTUAL SPACES?</li></ul>	REGULATION - DEEPER UNDERSTANDING OF IMPACTS

TECHNOLOGY GROUP

HIGHLIGHT	TREND	TAGS
3D PRINTING AND ROBOTICS	<ul style="list-style-type: none"><li>• REDUCED ENERGY CONSUMPTION IN PRODUCTION</li><li>• FASTER WAY TO BUILD SMALL HOUSING UNITS WHILE INCORPORATING ARCHITECTURAL BEST PRACTICES FOR HEALTHY LIVING</li><li>• CREATE MORE EQUITABLE ACCESS TO HOUSING</li><li>• (IE: ICON USA)</li></ul>	(DEEPER UNDERSTANDING OF IMPLICATIONS FOR AFFORDABLE HOUSING STOCK CREATION)

SOCIAL GROUP

HIGHLIGHT	TREND	TAGS
INDIGENOUS COMMUNITY IN ARCHITECTURE AND DESIGN	<ul style="list-style-type: none"><li>COORDINATION WITH GOV'T AT ALL LEVELS</li><li>SUPPORT OUR CURRENT INDIGENOUS MEMBERS</li><li>PUBLIC EDUCATION ON THE ROLE OF ARCHITECTURE AND INCORPORATION OF INDIGENOUS CULTURE.</li><li>COME TOGETHER TO CELEBRATE DIFFERENT CULTURES</li><li>TRANSPARENCY, KNOWLEDGE</li><li>PUBLIC CAN HOLD ACCOUNTABLE</li><li>LEVERAGING LOCAL ARCHITECTURAL</li></ul>	EQUITY, ACCESS
HOW CAN WE BE THE "INFLUENCERS OF ARCHITECTURE"?	<ul style="list-style-type: none"><li>PUSH EDUCATION AND ROLE OF THE ARCHITECT</li><li>NORMALIZING DAY-TO-DAY DESIGN</li><li>INCREASE EXPOSURE IN PLACE-MAKING</li></ul>	PERCEPTION
AFFORDABLE COMMUNITIES	<ul style="list-style-type: none"><li>LONG TERM CARE HOMES</li><li>ASSISTED LIVING</li><li>COMMUNITY DESIGN</li><li>OVERPOPULATION</li><li>EDUCATING THE PUBLIC ON THE ROLE OF ARCHITECTURE IN PRIVATE AND PUBLIC SPACE - PUBLIC ADVOCACY FOR BETTER DESIGN</li></ul>	COVID INSIGHT
GOVERNANCE	<ul style="list-style-type: none"><li>ARCHITECTS BROUGHT IN TOO LATE INTO THE PROCESS</li><li>REPRESENTATION OF ARCHITECT IN GOVT.</li><li>RELATING ARCHITECTURE TO SMALL TOWNS</li><li>RIGOROUS ENFORCEMENT OF STANDARDS</li><li>CITY ARCHITECT IN EVERY MUNICIPALITY?</li></ul>	LEADERSHIP

SOCIAL GROUP

HIGHLIGHT	TREND	TAGS
PUBLIC PERCEPTION	<ul style="list-style-type: none"><li>NORMALIZING DAY-TO-DAY DESIGN</li><li>HOW A PROJECT HAPPENED? "FROM AN ARCHITECTS PERSPECTIVE</li><li>MAKING ARCHITECTURE APPROACHABLE</li><li>BLOG TO</li><li>LEVERAGE TECH PLATFORMS AND SOCIAL MEDIA CHANNELS</li><li>VIDEO INTERVIEWS PUBLISHED ON PLATFORMS WHERE WE CAN REACH A BROADER AUDIENCE</li><li>CHANGING NEWS AND MEDIA</li><li>ARCHITECTURAL REPORTERS ARE REDUCING</li><li>EMPOWER THE PUBLIC TO ACCESS EXISTING RESOURCES</li></ul>	REGULATION - DEEPER UNDERSTANDING OF IMPACTS
INDUSTRY TRENDS/ PROCESSES IMPACTING ARCHITECTS & EXCELLENCE	<ul style="list-style-type: none"><li>RFP REQUIREMENTS</li><li>VALUE GETTING A CONSULTANT TO HELP WITH DESIGN AND PUBLIC OUTREACH - PUBLIC ENGAGEMENT SHOULD BE INCORPORATED THROUGHOUT THE WHOLE DESIGN PROCESS</li><li>PUBLIC EDUCATION CAMPAIGN THAT CLEARLY ARTICULATES THE VALUE OF ARCHITECTS AND TECHNOLOGISTS</li><li>ARCHITECTS BROUGHT IN TOO LATE INTO THE PROCESS</li><li>ENGAGE BIG MONEY TO ADVOCATE FOR THE VALUE OF ARCHITECTURE</li><li>LOOK WHAT WE DID VS LOOK WHAT WE CAN DO</li><li>CLEAR DELINEATION OF WORK</li><li>DO WE NEED TO EXPAND THE OAA WORKING WITH AN ARCHITECT &amp; TECHNOLOGIES</li><li>WHY AREN'T ARCHITECTS WORKING ON ARCHITECTURAL PROJECTS BY DEVELOPERS AND OTHERS.</li></ul>	PROCESS

SOCIAL GROUP

HIGHLIGHT	TREND	TAGS
INTERDISCIPLINARY APPROACHES	<ul style="list-style-type: none"><li>• LINKING UP/COLLABORATING WITH OTHER SCHOOLS (JOURNALISM, MEDIA COMMUNICATIONS)</li><li>• HOW CAN WE DISSEMINATE INFO INTO BITE SIZED PIECES CITY ARCHITECT IN EVERY MUNICIPALITY?</li><li>• A DATABASE OF BUILDINGS DESIGNED BY ARCHITECTS (ARCHITECTS AS ARTISTS OF THE BUILDING)</li><li>• VALUE IN GETTING A CONSULTANT TO HELP US WITH PUBLIC OUTREACH.. A PUBLIC EDUCATION CAMPAIGN THAT CLEARLY ARTICULATES THE VALUE OF ARCHITECTS/ TECHNOLOGISTS</li></ul>	PARTNERSHIPS



## 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 By-laws; 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.

## OAA OBJECTS

### Primary Object:

*Duty to protect the public interest*

(2) The principal object of the Association is to regulate the practice of architecture and to govern its members, holders of certificates of practice and holders of temporary licenses in accordance with this Act, the regulations and the by-laws in order that the public interest may be served and protected

### Additional Objects:

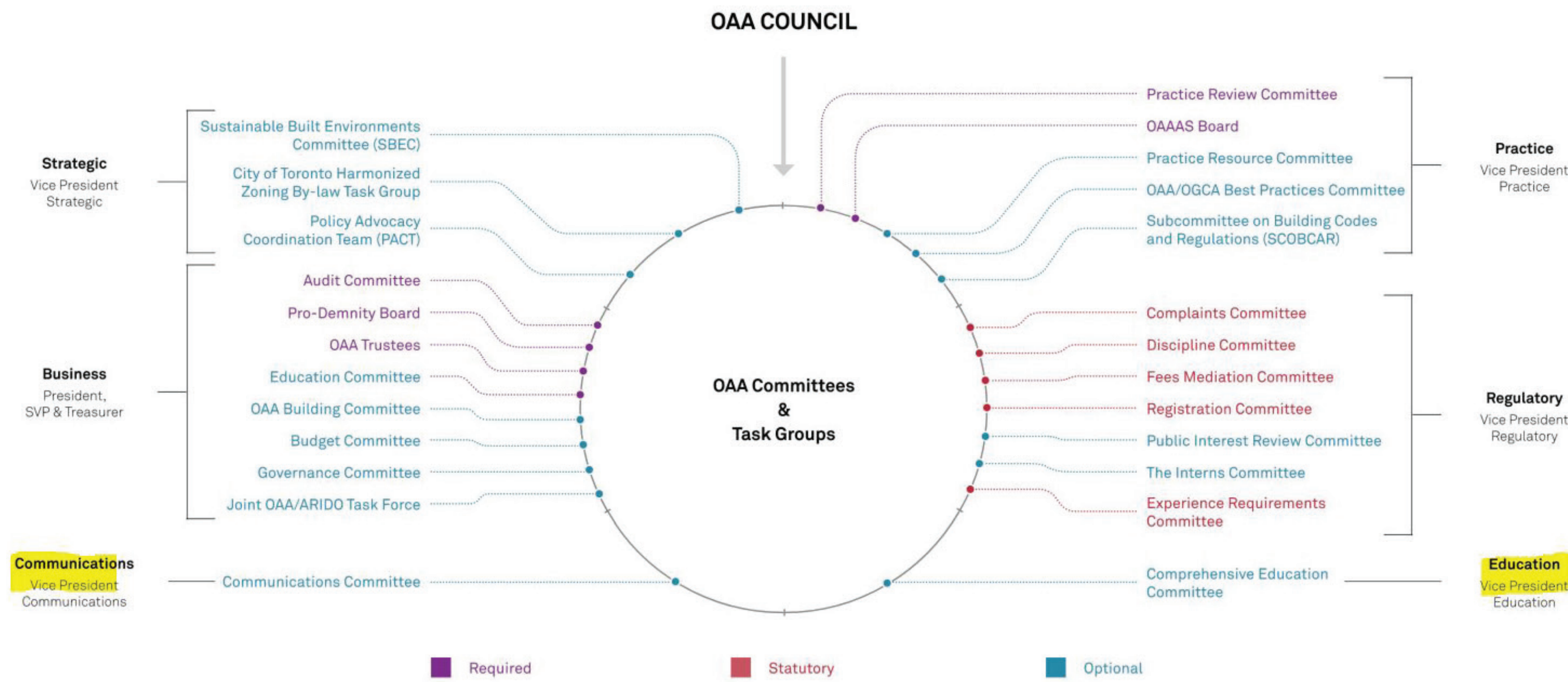
(3) for the purpose of carrying out its principal object, the Association has the following additional objects:

4. To establish and maintain or to assist in the establishment and maintenance of classes, schools, exhibitions or lectures in, and to promote public appreciation of, architecture and the allied arts and sciences.

5. To perform such others duties and exercises such other powers as are imposed or conferred on the Association by or under any Act.



# Current OAA Work Structure



OAA Projects for discussion

Governance	Finance	Regulation	Education	Practice Advisory	Strategic Policy	Communications
<i>President</i>	<i>SVP &amp; Treasurer</i>	<i>VP Regulatory</i>	<i>VP Education</i>	<i>VP Practice</i>	<i>VP Strategic</i>	<i>VP Communications</i>
Reports that have recommendations for consideration and Implementation – (recommendation need to be considered in the context of our mandate, public interest, level priority, human and financial resources required)						
Truth & Reconciliation Report & Recommendations						
Equity, Diversity, & Inclusivity Roundtable Report and Recommendations						
Items that require further discussion and decisions around action and level of priority						
				Further consideration regarding professional fees based on report to Council fall 2020	OBC Changes / Policy changes to address infection control in congregate living spaces	Communications Committee to explore options for a digital collaboration tool between OAA Committees  Council reassess the viability of the public forum portion of OAA.chat as part of ongoing membership engagement strategies
				Project Management Service Providers and Project Management - -further consideration based on report from VP Practice?		

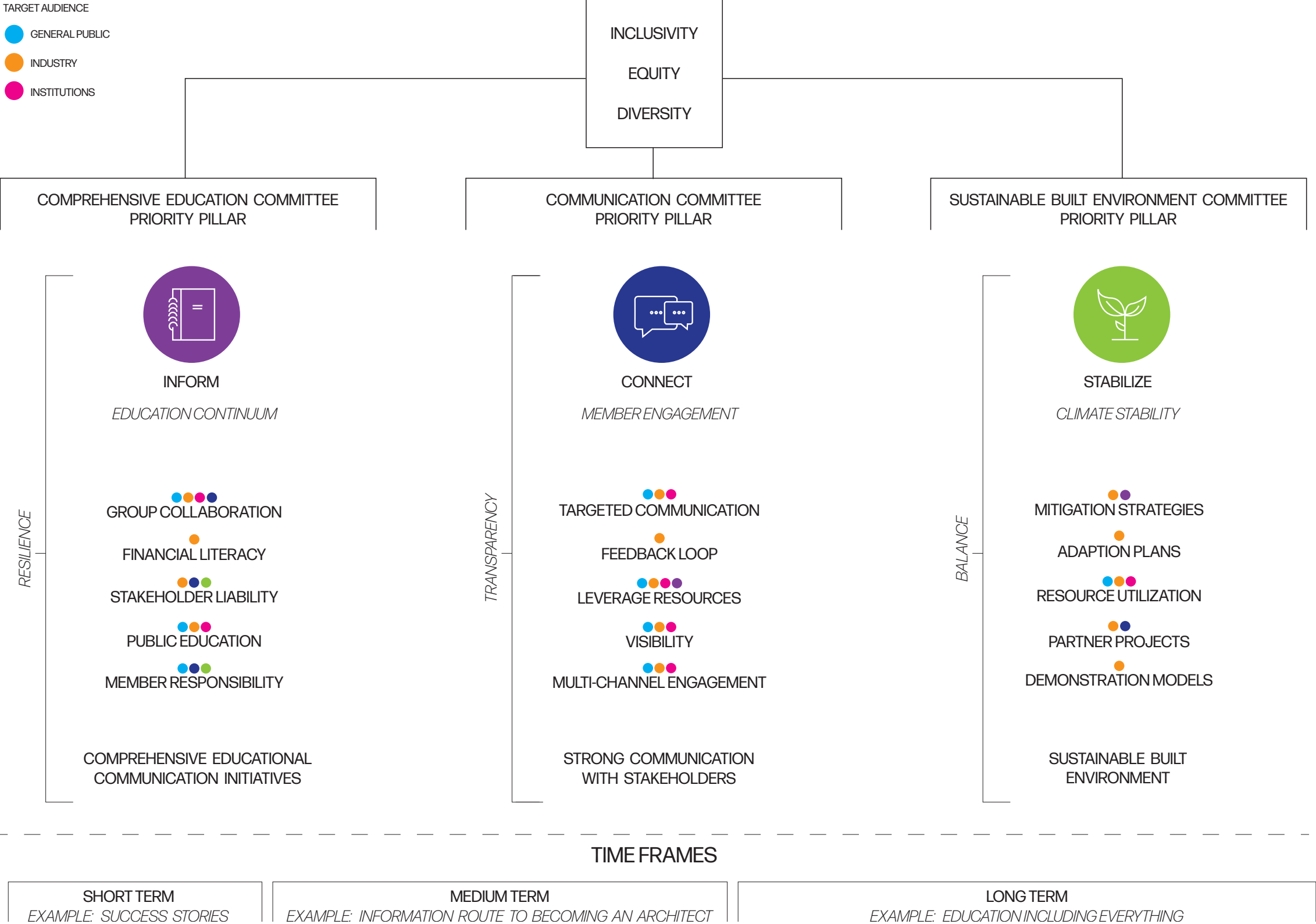
Governance	Finance	Regulation	Education	Practice Advisory	Strategic Policy	Communications
<i>President</i>	<i>SVP &amp; Treasurer</i>	<i>VP Regulatory</i>	<i>VP Education</i>	<i>VP Practice</i>	<i>VP Strategic</i>	<i>VP Communications</i>

Major Projects already committee and now underway						
OAA Technology Program Review		Working Group re. Strengthening the Act and Regulation re. contract language		<p>Addressing unreasonable RFP and contract language that affect risk, liability, copyright as well as the professional responsibilities of Architects and Licensed Technologists, OAA and that the following action items be prioritized:</p> <p>Further review and discussion with respect to uninsurable clauses with Pro-Demnity Insurance Company;</p> <p>Engage in further discussions with the legal Community Discussions/Roundtables</p> <p>Continued review of RFP's and contract language focused as above and to include additional clarity to members regarding triage on their part; and,</p>		

Governance	Finance	Regulation	Education	Practice Advisory	Strategic Policy	Communications
<i>President</i>	<i>SVP &amp; Treasurer</i>	<i>VP Regulatory</i>	<i>VP Education</i>	<i>VP Practice</i>	<i>VP Strategic</i>	<i>VP Communications</i>

				Investigate a strategy and education regarding pricing risk		
OAA Operational Review		Intern Title Change – final recommendatio n pending from Committee				
OAA/ARIDO Joint Task Group		Licensed Technologist OAA Title Change				

OAA STRATEGIC PRIORITIES 2020



## Financial Statements

Ontario Association of Architects

November 30, 2020

DRAFT

# Contents

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# Independent auditor's report

## To the Members of Ontario Association of Architects

### Opinion

We have audited the financial statements of Ontario Association of Architects ("the Organization"), which comprise the statement of financial position as at November 30, 2020, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Ontario Association of Architects as at November 30, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.



Those charged with governance are responsible for overseeing the Organization's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Organization and the organizations it controls to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Markham, Canada  
March •, 2021

Chartered Professional Accountants  
Licensed Public Accountants

# Ontario Association of Architects

## Statement of Operations

Year ended November 30

2020

2019

### Revenue

Annual membership fees	\$ 4,600,094	\$ 4,333,555
Other annual fees and related revenue	2,035,123	1,942,522
Rental and other income from Pro-Demnity Insurance Company (Note 6(b))	7,896	11,833
Investment income	65,651	100,828
Examination for Architects in Canada (ExAC) fees (Note 7)	-	79,350
Conference and annual meeting	-	629,546
Admission course fees	7,570	27,379
Continuing education	40,292	4,938
Practice management course	34,802	37,044
Sale of publications and other	6,954	18,326
Classifieds income	13,283	23,413
	<u>6,811,665</u>	<u>7,208,734</u>

### Expenses (Schedule)

Salaries and related benefits	2,876,704	2,682,839
Direct program	1,071,420	2,173,044
Building, office services and operating	1,472,526	1,211,540
Legal fees	218,359	218,101
	<u>5,639,009</u>	<u>6,285,524</u>

Excess of revenue over expenses before other items **1,172,656** 923,210

Leasing and moving costs - (140,390)

Net income (loss) from investment in Pro-Demnity Insurance Company (Note 6(a)) 2,429,381 2,027,137

Excess of revenue over expenses **\$ 3,602,037** **\$ 2,809,957**

# Ontario Association of Architects

## Statement of Changes in Members' Equity

Year ended November 30

	Legal reserve	Pro-Demnity Insurance Company (internally restricted)	Major capital reserve (internally restricted)	Operating reserve (internally restricted)	Property and equipment	Unrestricted	Total 2020	Total 2019
Balance, beginning of year	\$ 52,500	\$ 28,652,539	\$ 261,235	\$ 764,627	\$ 6,810,936	\$ 2,351,802	<b>\$ 38,893,639</b>	\$ 36,083,682
Excess (deficiency) of revenue over expenses	-	2,429,381	-	-	(721,785)	1,894,441	<b>3,602,037</b>	2,809,957
Invested in property and equipment	-	-	-	-	783,945	(783,945)	-	-
Advances from long-term debt	-	-	-	-	-	-	-	-
Repayment of long-term debt	-	-	-	-	193,988	(193,988)	-	-
Transfers								
To internally restricted funds	10,000	-	520,000	83,500	-	(613,500)	-	-
From internally restricted funds	-	-	(261,500)	-	-	261,500	-	-
Balance, end of year	<u>\$ 62,500</u>	<u>\$ 31,081,920</u>	<u>\$ 519,735</u>	<u>\$ 848,127</u>	<u>\$ 7,067,084</u>	<u>\$ 2,916,310</u>	<b><u>\$ 42,495,676</u></b>	<b><u>\$ 38,893,639</u></b>

See accompanying notes and schedule to the financial statements.

# Ontario Association of Architects

## Statement of Financial Position

November 30

2020

2019

### Assets

#### Current

Cash	\$ 260,561	\$ 485,176
Short-term deposits	4,930,384	3,890,342
Accounts receivable (Note 4)	69,484	85,948
Receivable from Committee for the Examination for Architects in Canada (CExAC) (Note 7)	309,661	263,363
Inventories	16,938	16,801
Prepaid expenses	508,870	419,894
	<b>6,095,898</b>	5,161,524
Property and equipment (Note 5)	11,706,630	11,644,470
Investment in Pro-Demnity Insurance Company (Note 6(a))	31,081,920	28,652,539
	<b>\$ 48,884,448</b>	<b>\$ 45,458,533</b>

### Liabilities

#### Current

Accounts payable and accrued liabilities	\$ 219,948	\$ 467,254
Payable to Committee for the Examination for Architects in Canada (CExAC) (Note 7)	949,743	783,091
Deferred revenue (Note 9)	579,535	481,015
Current portion of long-term debt (Note 10)	193,992	193,988
	<b>1,943,218</b>	1,925,348
Long-term debt (Note 10)	4,445,554	4,639,546
	<b>6,388,772</b>	6,564,894

### Members' equity

#### Invested in:

Pro-Demnity Insurance Company (internally restricted)	31,081,920	28,652,539
Major capital reserve (internally restricted)	519,735	261,235
Operating reserve (internally restricted)	848,127	764,627
Legal reserve (internally restricted)	62,500	52,500
Property and equipment	7,067,084	6,810,936
Unrestricted	2,916,310	2,351,802
	<b>42,495,676</b>	38,893,639
	<b>\$ 48,884,448</b>	<b>\$ 45,458,533</b>

On behalf of the Council

\_\_\_\_\_  
Agata Mancini, Senior Vice President and Treasurer

\_\_\_\_\_  
Kristi Doyle, Executive Director

See accompanying notes and schedule to the financial statements.

# Ontario Association of Architects

## Statement of Cash Flows

Year ended November 30

2020

2019

Increase (decrease) in cash and cash equivalents

### Operating

Excess of revenue over expenses	\$ 3,602,037	\$ 2,809,957
Items not affecting cash		
Amortization of property and equipment	721,785	654,594
Net (income) loss from investment in Pro-Demnity Insurance Company	(2,429,381)	(2,027,137)
	<u>1,894,441</u>	<u>1,437,414</u>

### Change in non-cash working capital items

Accounts receivable	16,464	136,538
Receivable from CExAC	(46,298)	(22,679)
Inventories	(137)	(2,218)
Prepaid expenses	(88,976)	(148,757)
Accounts payable and accrued liabilities	(247,306)	124,378
Payable to CExAC	166,652	78,791
Deferred revenue	<u>98,520</u>	<u>17,600</u>
	<u>(101,811)</u>	<u>183,653</u>
	<u>1,793,360</u>	<u>1,621,067</u>

### Investing

Purchase of short-term deposits	(6,921,196)	(7,268,342)
Proceeds on disposal of short-term deposits	5,881,154	6,278,000
Purchase of property and equipment	<u>(783,945)</u>	<u>(5,362,658)</u>
	<u>(1,823,987)</u>	<u>(6,353,000)</u>

### Financing

Advances from long-term debt	-	4,849,700
Repayment of long-term debt	<u>(193,988)</u>	<u>(16,166)</u>
	<u>(193,988)</u>	<u>4,833,534</u>

Net (decrease) increase in cash during the year (224,615) 101,601

### Cash

Beginning of year	<u>485,176</u>	<u>383,575</u>
End of year	<u>\$ 260,561</u>	<u>\$ 485,176</u>

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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 1. Purpose of the Ontario Association of Architects

Ontario Association of Architects (the "Association" or "OAA") regulates the practice of architecture and governs its members in accordance with the Architects Act. The Association is a non-profit organization under the Income Tax Act and is therefore not subject to either federal or provincial income taxes.

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### 2. Role of auditors and the Audit Committee

The external auditors have been appointed by the members pursuant to the Architects Act. Their responsibility is to conduct an independent and objective audit of the financial statements in accordance with Canadian auditing standards and report thereon to the members. The independent auditor's report outlines the scope of their audit and their opinion.

The principal responsibilities of the Audit Committee are to see that accounting policies and internal controls are established and followed, and that the Association issues financial statements that are balanced and present a reasonable assessment of its financial position.

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### 3. Summary of significant accounting policies

The financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), the more significant of which are outlined below:

#### Use of estimates

The preparation of financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Actual results could differ from these estimates.

The investment in Pro-Demnity Insurance Company ("Pro-Demnity") and net income from OAA's investment in Pro-Demnity Insurance Company are subject to significant management estimate as a result of Pro-Demnity's provision for unpaid claims. There are several sources of uncertainty that are considered by Pro-Demnity in estimating the amount that will ultimately be paid on these claims. Changes in the estimate of the provision can be caused by receipt of additional claim information, changes in judicial interpretation of contracts, or significant changes in the severity or frequency of claims from historical trends.

#### Financial instruments

The Association's financial instruments comprise cash, short-term deposits, accounts receivable, receivable from CExAC, accounts payable, payable to CExAC and long-term debt.

Financial assets and financial liabilities are initially recognized at their fair value.

The Association subsequently measures all financial assets and financial liabilities at amortized cost. The carrying value of cash, short-term deposits, accounts receivable, and accounts payable approximate fair value due to their short-term nature.

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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 3. Summary of significant accounting policies (continued)

#### Inventories

Inventories are recorded at the lower of cost and net realizable value and are relieved on a first-in, first-out basis.

#### Property and equipment

Property and equipment are recorded at cost. Contributed property and equipment are recorded at fair value at the date of contribution. Amortization is provided on a straight-line basis over the estimated useful lives of the assets at the following rates:

Building	40 years
Building additions	10-20 years
Furniture and equipment	10 years
Computer equipment	5 years
Website and database costs	5 years

All costs related to the building review and improvements were expensed until such time that the renovation plan was formally approved. Costs subsequently incurred related to direct construction or development costs, such as materials and labour, are capitalized.

#### Impairment of long-lived assets

Long-lived assets, including property and equipment subject to amortization, are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability is measured by a comparison of the carrying amount to the estimated undiscounted future cash flows expected to be generated by the asset. If the carrying amount of the asset exceeds its estimated future cash flows, an impairment charge is recognized in the amount by which the carrying amount of the asset exceeds the fair value of the asset.

#### Investment in Pro-Demnity Insurance Company

The investment in Pro-Demnity, a wholly-owned subsidiary, is accounted for using the equity method whereby the initial investment is recorded at cost and is subsequently adjusted to reflect the Association's pro-rata share of post-acquisition earnings and capital transactions of Pro-Demnity. Details of Pro-Demnity are disclosed in Note 6.

#### Investment in Ontario Association for Applied Architectural Sciences (OAAAS)

The investment in OAAAS, a wholly-owned subsidiary, is not consolidated. Details of OAAAS are disclosed in Note 8.

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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 3. Summary of significant accounting policies (continued)

#### Members' equity

The Association's Council can internally restrict members' equity to be held for specific purposes. These internally restricted amounts are not available for other purposes without the approval of Council. Members' equity comprises:

(a) Invested in Pro-Demnity Insurance Company (internally restricted)

Members' equity in Pro-Demnity represents the Association's investment in Pro-Demnity accounted for using the equity method.

(b) Invested in major capital reserve (internally restricted)

The major capital reserve represents amounts internally restricted by Council for major capital maintenance, repair or replacement that cannot be otherwise funded in a single budget year through the OAA's existing annual operating budget.

(c) Invested in operating reserve (internally restricted)

The operating reserve represents amounts internally restricted by Council to ensure the stability of ongoing operations of the organization.

(d) Invested in legal reserve (internally restricted)

The legal reserve fund represents amounts internally restricted by Council to provide a source of sustained funding for the legal costs related to Discipline and Act Enforcement that cannot be otherwise funded in a single budget year through the OAA's existing annual operating budget.

(e) Invested in property and equipment

Members' equity invested in property and equipment represents the net book value of property and equipment less any indebtedness thereon.

(f) Unrestricted

Unrestricted members' equity represents the net resources of the Association not internally restricted or related to the Association's net investment in its property and equipment.

#### Revenue recognition

Annual membership fees and other annual fees are recognized as revenue over the period to which they relate. Deferred revenue represents annual membership fees, sponsorships, continuing education and exam fees received in advance.

Conference and annual meeting, rental revenues, admission course fees and classifieds income are recognized as income when the service is provided. Continuing education, Examination for Architects in Canada (ExAC) fees, and practice management course fees are recognized at the time that the course and exam, respectively, are delivered. Publication sales are recognized when the goods have been delivered.

Investment income is recorded as revenue in the year it is earned.



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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 3. Summary of significant accounting policies (continued)

#### Donated services

The work of the Association benefits from the voluntary services of many members. Since their services are not normally purchased by the Association and because of the difficulty of determining their fair value, donated services are not recognized in these statements.

#### Capital disclosures

The Association's capital comprises members' equity.

The Council's objective is to maintain an unrestricted balance sufficient to meet both the annual working capital requirements and the annual maintenance of the property and equipment. The annual budget is prepared by the Association's staff and reviewed by the Senior Vice President and Treasurer, and Budget Committee. The Senior Vice President and Treasurer, and Budget Committee present the budget to Council for approval. Monthly financial results are monitored by the Senior Vice President and Treasurer, and reported to Council quarterly.

Pro-Demnity was created by the Association for the purpose of being an insurer dedicated to the underwriting of architects' liability coverages. The Association is the sole shareholder. Council reviews the financial results of Pro-Demnity to ensure it is meeting its objective. Pro-Demnity provides the Association with an annual budget and strategy. Financial results are provided by Pro-Demnity and reviewed by Council on a quarterly basis. In addition, three Council members of the Association are members of the Board of Directors of Pro-Demnity.

The purpose of the operating reserve is to ensure the stability of the mission, programs, employment, and ongoing operations of the Association in the event of a sudden or unexpected negative change in revenue that would affect the provision of services to members.

The operating reserve is intended to provide an internal source of funds for situations such as a sudden unforeseen increase in expenses, one-time unbudgeted expense, unanticipated loss in funding, or uninsured loss and gaps in cash flow resulting from the uneven receipt of revenue relative to expenses within the budget year. The operating reserve may also be used for one-time, nonrecurring expenses that would build long-term capacity, such as staff development or education, research and development, or investment in infrastructure. It is to be stressed that such development is expected to be extraordinary and not be a source of continuing education or planned development.

The purpose of the major capital reserve is to provide a source of sustained funding for capital maintenance and repair as well as capital improvements that cannot be otherwise funded in a single budget year through the OAA's existing annual operating budget for repair and maintenance of the building.

The purpose of the legal reserve fund is to provide an internal source of sustained funding for the legal costs related to Discipline and Act Enforcement that cannot be otherwise funded in a single budget year through OAA's existing annual operating budget for meeting the Association's requirements to govern the profession in order that the public interest be protected. The reserve is not intended to provide funding for insurable losses, nor for operating expenses but is strictly reserved for legal expenses that cannot otherwise be funded.

# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

### 3. Summary of significant accounting policies (continued)

#### Adoption of new accounting standards

On December 1, 2019, the Association adopted new accounting standards *Section 4433 Tangible capital assets held by not-for-profit organizations* and *Section 4434 Intangible assets held by not-for-profit organizations* (the "standards"). The most significant requirements include:

- tangible capital assets must be separated into their component parts, when practicable, and when estimates can be made of the lives of the separate components;
- tangible capital assets and intangible assets are written down to fair value or replacement cost to reflect partial impairments when conditions indicate that the assets no longer contribute to an organization's ability to provide goods and services, or that the value of future economic benefits or service potential associated with the tangible capital assets are less than their net carrying amounts; and
- additional disclosures when an impairment has occurred.

The adoption of the new accounting standards was applied prospectively, except the Association was permitted to recognize an adjustment to opening fund balances at December 1, 2019 to reflect partial impairments of tangible and intangible assets existing at that date, if any. The adoption of these standards did not have any impact on the statement of financial position as at December 1, 2019 and the changes in financial position for the current period.

### 4. Accounts receivable

	2020	2019
Miscellaneous receivables, net of prepaid fees	\$ (36,653)	\$ (9,286)
GST/HST	84,602	46,287
Accrued interest	21,535	48,947
	<u>\$ 69,484</u>	<u>\$ 85,948</u>

### 5. Property and equipment

			<u>2020</u>	<u>2019</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land	\$ 470,000	\$ -	\$ 470,000	\$ 470,000
Building	10,872,964	1,540,896	9,332,068	9,543,783
Building additions	2,235,803	1,216,939	1,018,864	680,756
Furniture and equipment	549,481	166,361	383,120	441,315
Computer equipment	767,802	440,967	326,835	265,712
Website and database costs	<u>404,522</u>	<u>228,779</u>	<u>175,743</u>	<u>242,904</u>
	\$ 15,300,572	\$ 3,593,942	\$ 11,706,630	\$ 11,644,470

# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

### 6. Pro-Demnity Insurance Company

- (a) The Association's wholly-owned subsidiary, Pro-Demnity, has not been consolidated in these financial statements but accounted for using the equity method (Note 3). The Association's investment in Pro-Demnity is as follows:

	<u>2020</u>	<u>2019</u>
Investment in Pro-Demnity, beginning of year	<u>\$ 28,652,539</u>	<u>\$ 26,625,402</u>
Net income of Pro-Demnity for the year ended December 31	<u>1,456,881</u>	874,191
Other comprehensive income for the year ended December 31	<u>972,500</u>	<u>1,152,946</u>
Comprehensive income	<u>2,429,381</u>	<u>2,027,137</u>
Investment in Pro-Demnity, end of year	<u>\$ 31,081,920</u>	<u>\$ 28,652,539</u>

A financial summary of Pro-Demnity as at December 31 (its fiscal year end) is as follows:

	<u>2020</u>	<u>2019</u>
Financial position		
Total assets	<u>\$ 133,963,447</u>	<u>\$ 118,928,691</u>
Total liabilities	<u>\$ 97,875,447</u>	<u>\$ 85,269,652</u>
Shareholder's equity	<u>36,088,420</u>	<u>33,659,039</u>
	<u>\$ 133,963,867</u>	<u>\$ 118,928,691</u>
Results of operations		
Net premiums earned	<u>\$ 17,213,128</u>	<u>\$ 15,080,625</u>
Net claims and claim adjustment expenses incurred	<u>13,940,853</u>	<u>13,904,309</u>
Underwriting income before expenses and commissions	<u>3,272,275</u>	<u>1,176,316</u>
Operating expenses, commissions and premium tax	<u>3,838,160</u>	<u>3,529,756</u>
Net underwriting loss	<u>(565,885)</u>	<u>(2,353,440)</u>
Net investment income	<u>2,526,455</u>	<u>3,275,323</u>
Income before income taxes	<u>1,960,570</u>	<u>921,883</u>
Income taxes	<u>503,689</u>	<u>47,692</u>
Net income for the year	<u>1,456,881</u>	<u>874,191</u>
Other comprehensive income for the year	<u>972,500</u>	<u>1,152,946</u>
Comprehensive income for the year	<u>\$ 2,429,381</u>	<u>\$ 2,027,137</u>

# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

### 6. Pro-Demnity Insurance Company (continued)

#### Cash flows

Cash flows from operating activities	\$ 3,881,001	\$ 8,144,745
Cash flows from investing activities	(5,646,883)	(5,579,512)
Cash flows from financing activities	(84,936)	(81,906)
Net increase in cash	<u>\$ (1,850,818)</u>	<u>\$ 2,468,327</u>

(b) Rental and other income from Pro-Demnity comprises:

	<u>2020</u>	<u>2019</u>
PCS transfer	\$ 7,896	3,121
Recognition of deferred revenue for server room reimbursement	-	8,712
	<u>\$ 7,896</u>	<u>\$ 11,833</u>

All transactions are recorded at their exchange amount.

### 7. Examination for Architects in Canada (ExAC)

The Association has entered into an agreement with the ten other provincial and territorial associations to manage the ExAC examination process and the associated Committee for the Examination for Architects in Canada (CExAC). The agreement outlines how revenues are to be allocated and how costs, primarily related to the development of the exam, are to be recovered. The Association has been appointed to act as the administrator of the program.

The amounts included in the financial statements are as follows:

	<u>2020</u>	<u>2019</u>
Accounts receivable (jurisdiction exam fees to be received in 2021)	<u>\$ 309,661</u>	<u>\$ 263,363</u>
Accounts payable (represents the CExAC Maintenance Fund Account balance to cover remaining 2020 expenses due to deferral of the exam, 2021 expenses and approved reserve)	<u>\$ 949,743</u>	<u>\$ 783,091</u>
Association's portion of jurisdictional exam fees (included in ExAC fees revenue)	<u>\$ -</u>	<u>\$ 79,350</u>
Association's portion of jurisdictional exam fees (included in deferred revenue due to deferral of exam in 2020 to 2021)	<u>\$ 69,552</u>	<u>\$ -</u>
Association's ExAC exam administration (included in Schedule of Expense - direct program expense)	<u>\$ 10,631</u>	<u>\$ 58,743</u>

# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

### 8. Ontario Association for Applied Architectural Sciences

In 2011, the Association assumed 100% control of Ontario Association for Applied Architectural Sciences (OAAAS). OAAAS recognizes technologists in the building discipline. OAAAS offers a program that allows qualified individual technologists who are focused in building design to advance their professional status. Ultimately, through licensure by the Association, qualified members will be able to perform certain architectural services. A Licensed Technologist OAA will have the legal right to design larger restaurants, taller houses and taller low-rise apartment buildings.

The program recognizes three categories of building designers: Associate OAAAS, Technologist OAAAS, and Licensed Technologist OAA. The OAAAS serves as a forum for establishing the education, experience and examination requirements for all three levels.

A financial summary of OAAAS as at November 30 (its fiscal year end) is as follows.

	<u>2020</u>	<u>2019</u>
Financial position		
Total assets	<u>\$ 46,510</u>	<u>\$ 48,571</u>
Total liabilities	<u>\$ 11,064</u>	<u>\$ 13,125</u>
Net assets	<u>35,446</u>	<u>35,446</u>
	<u>\$ 46,510</u>	<u>\$ 48,571</u>
Results of operations		
Total revenue	<u>\$ 65,144</u>	<u>\$ 68,094</u>
Total expenses	<u>118,274</u>	<u>142,278</u>
Deficiency of revenue over expenses before undernoted:	<u>(53,130)</u>	<u>(74,184)</u>
OAA contributions	<u>53,130</u>	<u>74,184</u>
Excess of revenue over expenses	<u>\$ -</u>	<u>\$ -</u>
Cash flows		
Cash flows provided by (used in) operating activities	<u>\$ 21,776</u>	<u>\$ (28,131)</u>

During the year, the Association paid \$74,184 (2019 - \$62,299) to OAAAS.

### 9. Deferred revenue

	<u>2020</u>	<u>2019</u>
Annual membership fees, sponsorships, and		
Continuing Education fees	<u>\$ 509,983</u>	<u>\$ 481,015</u>
ExAC exam fee revenue	<u>69,552</u>	<u>-</u>
	<u>\$ 579,535</u>	<u>\$ 481,015</u>

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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 10. Long-term debt

The Association entered in to a non-revolving, fixed interest rate term loan of \$4,849,700 in October 2019. The loan is secured by a collateral mortgage in the amount of \$4,850,000 providing a fixed charge over 111 Moatfield Drive, and a general security agreement.

	<u>2020</u>	<u>2019</u>
Term loan bearing interest at 4.06% per annum, payable in monthly instalments of \$16,166 plus interest, and due October 2024.	\$ 4,639,546	\$ 4,833,534
Less current portion	<u>(193,992)</u>	<u>(193,988)</u>
Long-term portion	<u>\$ 4,445,554</u>	<u>\$ 4,639,546</u>
Estimated principal repayments are as follows:		
2021	\$ 193,988	
2022	193,988	
2023	193,988	
2024	193,988	
2025 and thereafter	<u>3,863,594</u>	
	<u>\$ 4,639,546</u>	

During the year, interest paid on the loan was \$196,326.

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### 11. Building initiative

Included in Council, committees, task groups (Schedule of Expenses) are costs of \$Nil (2019 - \$Nil) incurred related to the building initiative. In addition, \$561,841 (2019 - \$4,151,641) of costs have been capitalized as part of building. All costs capitalized to date on the project have been funded by the major capital reserve fund. Building renovations costs expensed in the current year \$Nil (2019 - \$Nil)

Total cumulative costs are as follows:

	<u>2020</u>	<u>2019</u>
Building renovation costs expensed	\$ 499,579	\$ 499,579
Building renovation costs capitalized	<u>9,042,148</u>	<u>8,480,307</u>
	<u>\$ 9,541,727</u>	<u>\$ 8,979,886</u>

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### 12. Employee future benefits

The Association provides a defined contribution pension plan for voluntary participants. Total employer contributions were \$121,738 (2019 - \$90,254). There are no further funding requirements.

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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 13. Trust funds

The Association holds in trust the following funds, which have not been included in these financial statements:

	<u>2020</u>	<u>2019</u>
Architectural Guild Prize Fund	\$ 514	\$ 2
Ontario Association of Architects Trust Fund Scholarships	16,061	15,778
DaVinci Trust Fund	1,171	1,171
Plachta Fund	<u>106,054</u>	<u>104,304</u>
	<u>\$ 123,800</u>	<u>\$ 121,255</u>

Income from grants and interest of \$31,975 (2019 - \$31,829) were recognized during the year. Prizes and medals of \$29,619 (2019 - \$20,786) were paid during the year.

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### 14. Financial instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below.

#### Credit risk

Credit risk is the risk of financial loss occurring as a result of a counterparty to a financial instrument failing to discharge an obligation or commitment that it has entered into with an organization. The Association's main credit risk relates to its accounts receivable and its receivable from CExAC. The Association provides for its exposure to credit risk by dealing with counterparties it believes to be credit worthy, and by creating an allowance for doubtful accounts when appropriate. As at November 30, 2020, the allowance for doubtful accounts is \$Nil (November 30, 2019 - \$Nil).

#### Interest risk

Interest rate price risk is the risk that the fair value of a fixed interest bearing financial instrument will fluctuate due to changes in market interest rates. Interest rate cash flow risk is the risk that the cash flows of the Association will fluctuate due to changes in market interest rates on variable interest bearing financial instruments. The Association is subject to interest rate price risk on its short-term deposits, and its fixed interest rate long-term debt. It is management's opinion that the Association is not exposed to significant interest rate risks arising from its financial instruments.

#### Market risk

The Association is exposed to certain market risks which cause the fair value of investments to fluctuate. To protect against this risk, management has developed an investment policy which requires investments to meet specific requirements. As a result, it is management's opinion that the Association is not exposed to significant market risk arising from financial instruments.

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# Ontario Association of Architects

## Notes to Financial Statements

November 30, 2020

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### 14. Financial instruments (continued)

#### Currency risk

Currency risk is the risk to the Association's earnings that arises from fluctuations of foreign exchange rates and the degree of volatility of these rates. It is management's opinion that the Association is not exposed to significant currency risk arising from its financial instruments as the number of foreign exchange transactions is limited.

#### Liquidity risk

Liquidity risk is the risk that the Association will encounter difficulty in raising funds to meet commitments associated with its financial liabilities. The Association is exposed to liquidity risk mainly in respect to its current liabilities and long-term debt.

The Association manages its liquidity risk by forecasting cash flows from operations, investing and financing activities to ensure that it has sufficient funds available to meet current and foreseeable financial obligations. As a result, it is management's opinion that the Association is not exposed to significant liquidity risk arising from its financial instruments.

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### 15. Impact of COVID-19

On March 11, 2020, the World Health Organization declared a global pandemic as a result of the spread of COVID-19. Since that time, the pandemic has severely impacted local economies around the globe. In many countries, including Canada and the U.S., organizations were forced to cease or limit operations for indefinite periods of time. Measures taken to contain the spread of COVID-19, including travel bans, quarantines, physical distancing, and closures of non-essential services have triggered significant disruptions to organizations worldwide, resulting in widespread economic slowdown. Governments and central banks have responded with monetary and fiscal interventions in an attempt to stabilize economic conditions.

Effective March 17, 2020, the Association temporarily closed the offices and all staff have been working remotely since that time. Services continue to be provided on a remote basis. In person events, including the annual conference, exams and professional development have been cancelled or deferred to be provided through a virtual platform. Related expenses have also declined and management has taken action to reduce expenditures.

The duration and impact of the pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position of the Association for future periods.



# Ontario Association of Architects

## Schedule of Expenses

Year ended November 30

2020

2019

Salaries and related benefits	<b>\$ 2,876,704</b>	<b>\$ 2,682,839</b>
Direct program		
Conference	211,270	809,235
Council, committees, task groups	314,104	513,505
Communications/public information	174,605	257,248
Media relations program	40,281	69,370
Society funding and other contributions	164,636	204,368
Liaison with Government and other	84,993	106,081
Continuing education	24,909	64,603
Examination for Architects in Canada (Note 7)	10,631	58,743
Admission course	8,700	24,126
Member and practice surveys	7,450	29,078
Uncollectible accounts	165	1,600
Sale of publications and other	18,300	24,878
Practice consultation service	11,376	10,209
	<b>1,071,420</b>	<b>2,173,044</b>
Building, office services and operating		
Building		
Interest on long-term debt	193,231	100,618
Other building expenses	146,478	167,831
Amortization of property and equipment		
Computer equipment	143,455	110,522
Building additions	163,779	137,074
Building	289,718	269,071
Website and database costs	56,793	79,399
Furniture and equipment	68,040	58,528
OAAAS (Note 8)	74,184	62,299
Printing and office supplies	71,612	61,022
Computer	127,827	33,543
Insurance	35,794	34,500
Telephone, internet access/hosting	43,101	33,590
Postage	24,553	27,666
Professional fees	25,250	28,281
Fees processing charges	8,711	7,596
	<b>1,472,526</b>	<b>1,211,540</b>
Legal fees		
Prosecutions and injunctions	75,030	79,988
Discipline hearings and appeals	103,861	99,402
General	39,468	38,711
	<b>218,359</b>	<b>218,101</b>
	<b>\$ 5,639,009</b>	<b>\$ 6,285,524</b>

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## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 4.3

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kathleen Kurtin, Immediate Past President

**Date:** February 17, 2021

**Subject: Summary Report of OAA's Roundtables on Equity, Diversity and Inclusion (the Report)**

**Objective:** To disseminate findings of the Report to OAA membership and stakeholders, and initiate a long-term data-collection strategy to measure and evaluate progress towards creating an equitable profession

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OAA Council has identified equity, diversity, and inclusion as a strategic priority of utmost importance, and the lens through which all decisions should be made. On June 25, 2020, Council directed Executive Director Doyle to work with the President to facilitate a roundtable to discuss issues of discrimination and identify staff support for the project.

The OAA retained consultant and Equity Specialist Advisor, Nicole Bernhardt to assist in developing the Roundtables and to develop a demographic survey for OAA members and affiliates. Bernhardt is an experienced trainer, investigator and policy analyst in the fields of equity, anti-racism, and human rights. She has provided equity support to educational institutions, large and small employers, as well as unions and government. She is currently completing a PhD at York University, conducting research into the efficacy of systemic equity-driven change efforts within the framework of human rights.

After a call for participants was issued on July 22, 2020, two virtual Roundtables were held. The session for licensed members was held on October 29, 2020 and the session for intern members and students was held on November 25, 2020.

The insights and reflections provided within this report are based on the contributions of the 43 roundtable participants, with participant leads Farida Abu-Bakare, Kellie Chin, Maya Desai, Nadia Lawrence Akhbeis, Paniz Moayeri, Sapphira Charles, and Yvonne Ip, who facilitated breakout room discussions and provided anonymized notes of the group's considerations and recommendations. It should also be noted that in order that the participants felt they had a safe place to discuss issues, our external consultant, advised that no feedback, clarifications or corrections were to be provided to the participants during the round table discussions.

The roundtables were coordinated by Claire Hepburn, Deputy Registrar, and were structured to facilitate dialogue amongst participants and elicit collective feedback. After a brief introduction from President Kurtin, the facilitator, and the section leads, the participants were placed into separate breakout rooms to provide feedback on the discussion topics. A section lead was assigned to each breakout room to help facilitate the discussion and keep notes (which were subsequently submitted to the facilitator). Following the breakout session, all participants returned to the main room to report back on the discussion topics. Participants were advised that all contributions within the breakout rooms will be kept anonymous and that anonymized notes from the breakout discussions and the report-back would inform this summary report. Finally, participants were told that the report would be prepared for the OAA by the external consultant and shared with membership in the coming months

The Report summarizes 14 recommendations, all of which are aimed at a consultative approach to equity, diversity and inclusion work that seeks to balance the need for community engagement against limiting the demands placed on equity-seeking groups within the profession.<sup>1</sup>

As an additional note, the OAA's first demographics survey (Survey) will be administered as of March 1 to all individuals who hold status with the OAA as the initial step in beginning to understand the demographics of the membership. The Survey was developed in consultation with human rights and equity specialist Nicole Bernhardt. The categories in the Survey are based on guidance set out in the Ontario Anti-Racism Data Standards, the Ontario Human Rights Code, and federal *Employment Equity Act*.

All data collected from the Survey will be kept confidential; with reporting on only aggregate, anonymized information. Members will be strongly encouraged to participate in order to achieve a complete and representative picture of the composition of the profession.

Stratcom has been retained to administer the Survey and to provide a report on the data arising therefrom.

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**Action:** 1. Council is requested to receive the Report and approve the dissemination of the Report with the assistance of the

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<sup>1</sup> Portions of this summary was taken directly from the Report completed by Nicole S. Bernhardt, NSB Consulting.

Communications Department.

2. Council is asked to approve the inclusion of voluntary demographic data collection as part of the annual renewal process for the membership.

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**Attachments:** The Summary Report of OAA's Roundtables on Equity, Diversity and Inclusion



# SUMMARY REPORT OF OAA'S ROUNDTABLES ON EQUITY, DIVERSITY, AND INCLUSION

COMPLETED BY: NICOLE S. BERNHARDT, NSB  
CONSULTING

DRAFT SHARED: JANUARY 20, 2021  
FINAL REPORT SUBMITTED: FEBRUARY 1, 2021

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# 1. EXECUTIVE SUMMARY

The purpose of this report is to provide of a summary of the discussions which took place at the two OAA's Roundtables on Equity, Diversity, and Inclusion which were held in the Fall of 2020, as well as outline the recommendations provided for how the OAA can implement equity-driven change moving forward.

On July 22, 2020, the OAA issued a Call for Participants to participate in a roundtable on Equity, Diversity and Inclusion. In accordance with public health guidelines stemming from the global COVID-19 pandemic, the roundtables were held virtually over Zoom and were divided into two events in order to enable greater participation within the confines of the virtual format. The session for architect members was held on October 29, 2020 and the session for intern members and students was held on November 25, 2020.

The insights and reflections provided within this report are based on the thoughtful contributions of the 43 roundtable participants, and especially the labour of the participant leads (Farida Abu-Bakare, Kellie Chin, Maya Desai, Nadia Lawrence Akhbeis, Paniz Moayeri, Sapphira Charles, Yvonne Ip) who facilitated the discussions in the breakout rooms and provided anonymized notes of the group's considerations and recommendations. As the external equity consultant, it was my task to assist in the design and delivery of the two roundtables, facilitate the collective take-up of the group discussions, and summarize these discussions into an anonymized report. This report is not an investigation of individual complaints, nor does it contain findings pertaining to specific individuals or firms. Instead, this report offers detailed consideration of the expressed equity-related concerns relating to the work of the OAA and the architectural profession for the purpose of advancing equity, inclusion and diversity.

## 2. BACKGROUND

At the February 2020 planning session, the Ontario Association of Architects (OAA) Council set equity, diversity and inclusivity as a lens through which all decisions would be made. On June 9, 2020, President Kathleen Kurtin shared a message with OAA membership stating that “accessibility, equity, diversity, and inclusivity are critical issues for the architecture profession” and that the OAA must “work to remove systemic obstacles faced by both those who practise architecture and those on the path toward licensure.” Following this message, the OAA issued an invitation to members on July 22, 2020, to participate in a Roundtable on Equity Diversity and Inclusion. Members and affiliates were invited to submit a brief statement of interest outlining the reasons they wanted to participate.

While the initial call for participants stated that “the OAA will only be able to select a limited number of participants for the roundtable”, all those who expressed interest in attending were invited to participate. The OAA further invited written feedback and submissions from those that expressed interest in participating but were unable to attend the scheduled roundtables. No written submissions were received. Finally, following each roundtable, a survey was circulated to all of the attendees and invitees, asking them to comment on their experience of the roundtable and share their perspectives on the most pressing equity gaps within the architectural professions and two or three actions or priorities they would like to see from the OAA.

The roundtables were coordinated by Claire Hepburn, Deputy Registrar, and were structured to facilitate dialogue amongst participants and elicit collective feedback. After a brief introduction from President Kurtin, the facilitator, the section leads, and the participants were placed into separate breakout sessions for over an hour to provide feedback on the four discussion topics. A section lead was assigned to each breakout room to help facilitate the discussion and keep notes (which were subsequently submitted to the facilitator). After the hour, all participants were returned to the main room to take-up/report back on the discussion topics. Participants were advised that all contributions within the breakout rooms will be kept anonymous and that anonymized notes from the breakout discussions and the report-back would inform this summary report. Finally, participants were told that the report would be prepared for the OAA by the external consultant and shared with membership in late 2020 or early 2021.

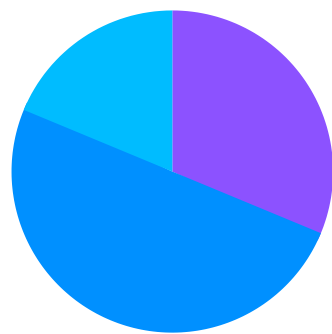


We received positive feedback from the post-roundtable surveys indicating that all those in attendance felt that the discussion was handled with sincerity and respect and that most participants felt they had the opportunity to have their voices heard. A complete roll-up of these survey results is included as Appendix A.

### Q3 The discussion was handled with sincerity and respect.

#### Round Table #1

Was Unable to Attend  
18.8%

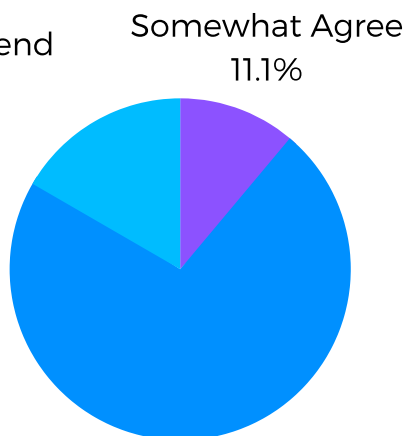


Somewhat Agree  
31.3%

Strongly Agree  
50%

#### Round Table #2

Was Unable to Attend  
16.7%



Somewhat Agree  
11.1%

Strongly Agree  
72.2%

## 3. DISCUSSION FEEDBACK

### 3.1 Discussion Themes

Participants were asked to explore the following questions and were also invited to delve into whichever topic areas were of most interest to them and their group.

#### 1. Naming the Problem

- What is the nature of the equity challenges facing architecture as a profession?
- What is unique about the challenges facing the OAA that are tied to architecture as a profession?
- How should the OAA best ensure that systemic concerns of inequity, underrepresentation and/or racism are brought to its attention and effectively addressed?
- Do you have any concerns or input about the collection of demographic data? If so, how are these concerns best addressed?

#### 2. Educating for Change

- What are the tools, training and knowledge that are needed to root out racism and discrimination within the profession?
- How do we enhance equity within the profession?
- How can the OAA act as a catalyst for the establishment of anti-racist and inclusive architectural practises?
- Should the OAA encourage architectural practises to report on what measures they are taking to advance equity?

#### 3. Recruitment, retention, and advancement of diverse talent

- In what ways does the internship program (IAP) and the licensing process create barriers for equity-seeking groups?
- What are some specific strategies for interrupting biases in the hiring process, in assigning meaningful, high profile and desirable work, or providing equitable access to career development opportunities?
- How do we create greater accountability at the leadership level for advancing diversity within the profession and attracting equity-seeking/historically marginalized groups?

#### 4. Building Communities of Support/Practise

- How do we build and enhance communities of support for historically/marginalized groups within the profession?
- What resources should be provided by the OAA to support the growth and maintenance of these communities of practise?
- What are the barriers, and early outreach opportunities, to consider in attracting greater diversity to architectural professions?
- How can the OAA promote/ recruit Council and Committee Members who are more reflective of Ontario's diverse population?

## 3.2 Naming the Problem

### 3.2.1 Lack of Diversity

*“The same voices are continuously empowered, and this produces a very homogenous environment.”*

When asked about the nature of the equity challenges facing the architectural profession, participants repeatedly cited the lack of diverse voices as creating an issue for the sustainability of the profession. In particular, participants cited the absence of women and Black, Indigenous and People of Colour (BIPOC) representation in leadership positions, which then impacts access to career advancement as well as contributes to an ongoing wage gap. Participants described most partners at architectural firms as “White males” and stated that “pay, promotion and networking opportunities are skewed towards that demographic.” Critically, participants argued that “the architecture profession's relative homogeneity at the decision-making level causes it to stagnate and prevents the resulting built environment from best reflecting and best serving its users.”

Participants further expressed that in the wake of George Floyd’s murder there was a sudden “push for diverse hierarchy but only into lower levels.” Participants were concerned that the diversity was just being used as “a marketing tool” rather than a sincere commitment to listen to marginalized voices within the profession or address inequities. Accordingly, participants insisted that a commitment to diversity must be accompanied by a commitment to equity.

### Equity Context

The Ontario Human Rights Commission (OHRC) distinguishes between equity and diversity in its policy *Count Me In: Collecting Human Rights-Based Data* as follows: “Diversity refers to the presence of a wide range of human qualities and characteristics” and equity refers to “the rights of people to have equal access to goods, services and opportunities in society.” Significantly, the “presence” of a diversity of characteristics does not necessarily entail that people have equal access to opportunities and goods within an organization or social context.

### 3.2.2 Racialized, Gendered and Intersectional Barriers

*“When BIPOC individuals push through the inequalities faced in school, to successfully become architecture graduates, we become a part of a profession that is engrained with oppression for people of colour. This reality makes many of us ‘token’ people of colour in firms, who deal with unconscious biases that rarely allow us to progress up the line of management or get paid fairly.”*

Beyond the lack of diversity, participants cited the presence of structural barriers as limiting the opportunities and advancement of equity-seeking groups within the profession. Further, equity-seeking groups expressed that there is a lack of understanding throughout the profession of “what systemic oppression is and how to go about breaking down barriers.” Resultantly, marginalized members of the profession have the added responsibility of educating dominant members of the profession on oppression.

#### Equity Context

Oppression refers to a pattern of persistent and systematic disadvantage imposed on large groups of people, in many domains of social life, including employment.

As one participant expressed: “It might be easier to attract BIPOC members if it didn’t seem like the onus of breaking down systemic oppression is solely in the hands of the BIPOC community.” Though participants stressed the presence of barriers relating to race, ethnicity and gender, some participants also stressed that these issues should be recognized as intersectional – in that these separate barriers are inter-locking and may be especially challenging for those facing multiple barriers to inclusion within the profession.

#### *Disconnect from BIPOC communities*

Several participants described the architectural profession as disconnected from Black, Indigenous and racialized communities. One participant described that “BIPOC members who find their way into the architecture profession most often end up adapting to a system that is not set up to accept them or allow them to succeed.”

Further, another participant shared that “Because the profession does not have a relationship with BIPOC communities, there is not equal access for people in these communities to enter the architecture profession.” This concern was repeated amongst participants who expressed that the gulf between architecture and BIPOC communities entails that members of BIPOC communities do not see architecture as a possible or viable career path. In particular, participants pointed to a lack of engagement with, and recruitment from, Indigenous communities which is exacerbated by the OAA failing to acknowledge its role in colonization – “it wasn’t that long ago that the OAA was handing out design awards to residential school designs.” This disconnect between BIPOC communities and architecture, undermines BIPOC members’ sense of belonging within the profession, as well as contributes to a lack of awareness of historical inequities and cultural contexts within the profession.

#### *Gender roles and caregiving*

Several participants raised concerns regarding the relationship between gender roles and care-giving responsibilities. These participants referred to the need to secure maternity/parental rights and more representation of parenthood within architecture. Another participant described that there is an office culture which requires “long hours and working overtime to appear committed to your job – this is especially detrimental for females with children.” This barrier can be further exacerbated by gendered stereotypes within the construction industry which treat women as less capable. The combined impact of gendered stereotypes and lack of support for caregiving responsibilities can result in gender-related leadership and pay gaps, inequitable access to high-profile projects, differential rates of advancement, and gender-based attrition. As one participant expressed: “Workplaces seem to be supportive of patriarchal practises; there doesn’t seem to be urgency in breaking down systemic barriers to elevate female/minority voices.”

### **Equity Context**

The Ontario Human Rights Commission’s *Policy and Guidelines on Discrimination based on Family Status* identifies that though “gender roles are becoming more flexible, caregiving responsibilities remain highly gendered, with women providing the bulk of caregiving for children, aging parents or relatives, or family members with disabilities.”

This experience was underscored by the reflections from one breakout group in particular who shared that:

4 out of the 5 members had their own practise, [ . . . ] We all realized that we either quit a firm to adapt our license in other ways, or we found it more productive and safe to open our own business - regardless of its success. We all believed that we struggled as interns to gain the experience that was necessary, especially the women in our group who became moms while being interns. As women, we experienced difficulties and outward discriminations in regards to moving up in a practise, equality in pay, and in gaining experience towards becoming licensed, especially if you are a woman with children.

#### *Canadian experience requirements*

Several participants referred to 'Canadian experience' requirements within the profession and described these requirements as creating barriers and a double-standard for internationally-trained architects and interns.

Participants described facing challenges "proving the validity of international experience" and stated that meeting the "standards and requests for proof" is a lengthy and involved process. As stated by one participant: "Individuals licensed in other countries (who are generally POC) should not be asked to repeat the entire intern process from scratch." This sentiment was echoed by those who shared experiences of "lost years chasing hours", lack of recognition of international hours, and lack of assistance for international architects with internships or placements. Participants called on the OAA to "break down the stigma against interns and internationally trained architects" and create "a faster and smoother transition for foreign-trained architects to get licensed." Further, participants called for a review of the "protracted licensure process for foreign architects [ . . . ] to see if it is actually discriminatory."

### **Equity Context**

In its 2013 *Policy on Removing the "Canadian Experience" Barrier*, the OHRC took the position "that a strict requirement for 'Canadian experience' is discriminatory on its face and can only be used in limited circumstances."

### 3.2.3 Architectural Practices

*“Architecture has always been an apprenticeship-based profession and education. This creates an inherent imbalance in the power dynamics between younger individuals and older supervisors, which is further problematic when you realize it is the interns who are the more diverse population compared to the mainly White, straight, cis men who run architecture offices.”*

Participants were asked to consider the unique challenges facing the OAA that are tied to architecture as a profession. Several participants referred to a disconnect between the traditional approach to architecture and a new, more diverse, cohort of interns.

Participants described the profession as “older and rooted in tradition, [ . . . with] existing habits [that] are hard to break.” According to participants, these habits reproduce an exclusionary focus on “starchitects” and “studio culture” which “hampers real expression.” Participants saw the need to break from “routine and habit to create a new environment for the future of the profession.” Participants also spoke to the need to “showcase the people behind the work” by publishing all of the names of team members involved in projects, buildings and awards.

Notwithstanding the increased diversity in more recent internship cohorts, participants expressed that there are still limited supports for members from equity-seeking groups such as opportunities for mentorship, advice or support from those more established in the profession. As one participant described, for “the BIPOC community, and for women, this potentially results in a longer progress to licensure, lower wages, acceptance of an inequitable profession, or leaving the profession entirely.” The presence of institutional barriers can contribute to higher attrition rates amongst equity-seeking groups and limit the potential for equity-driven change or the emergence of a more diverse profession. Some participants described practices that impede diversity efforts across the profession such as informal hiring practices within existing networks and limited opportunities for recent graduates.

While some participants described the profession as purposefully exclusive – stating “those making the decisions are benefiting from these decisions” – other participants recognized the pressure on current leaders within the profession to constantly secure projects which then limits EDI and social impact initiatives.

“All these problems derived from the current architecture ecosystem of going low with the fee to get the project and it has a ripple effect in the profession such as understaffing, putting pressure on schedules and having no time to teach/mentor the staff.” Finally, participants identified architecture as a particularly hierarchical profession where one’s status impacts one’s opportunity to be heard and stated that “everyone should be provided a seat and voice at the table.”

### 3.2.4 Pay Inequity/Financial Barriers

*“[The most pressing gap in the architectural profession is] equitable pay, which has inevitable downstream effects on POC entering the profession.”*

Participants repeatedly voiced concerns regarding fair pay, transparent wages, and workplace expectations. Participants described the profession as having “low and inconsistent salary and no overtime rule”, which has particular consequences for those already marginalized within the profession. As one participant expressed: “Long hours and overtime create an exclusionary culture, leading caretakers and those who cannot prioritize work to leave the profession. There are no remote-jobs, no part-time jobs, etc.” Additionally, the expense of attaining an architectural education and going through the licensing process was identified as a barrier, which impacts BIPOC individuals disproportionately and impedes diversity. As expressed by one participant: “More so than racial boundaries, it is actually the financial restrictions that result in many racialized and other marginalized individuals dropping out of the profession in different stages. Architectural education is extremely expensive, and the admission demands of architecture schools already narrows the pools of those who enter architectural education to mostly upper-middle class folks.”

Once in the profession, financial disparities continue to be experienced as gaps in salary, benefits, vacation, and positions. These disparities impact both who enters into the profession, as well as the ability to advance within the profession. Participants shared anecdotal stories of “wealthy classmates starting firms” and asked, “who can really afford to start a firm?” One participant expressed that “when you get to the senior level, it is very hard to raise both position-wise and salary-wise. You should always have an advocate in the leadership position to be your voice at the table, especially if you identify as BIPOC and female.” Participants suggested that more standardization in compensation and in charging for projects would be beneficial to the profession. For instance, one participant suggested that the OAA “publish free salary reports and guidelines so that OAA members are able to assess if they are being properly compensated.”



### 3.3 Education

*“OAA has the responsibility to plant the seed and give tools that educate all members on equity.”*

*“You cannot educate people out of systemic problems”*

Participants described education as “a big part of the pathway forward.” Participants identified the need for equity and anti-racism training at various stages in the profession, starting with architectural education. The education system was described as “heavily rooted in glorified Western cultures/ideologies” which are “then carried into the profession.” Participants suggested that through the inclusion of different architectural styles and global histories within the curriculum, the profession could become more attractive to racialized and Indigenous communities. Participants recommended that efforts be made prior to post-secondary education, such as design internships and study programs for high school students – in particular within communities that are under-represented within the architectural profession. Interestingly, some participants identified that there have been efforts within university curriculums to “break out of the Western canon”, but that these efforts have yet to penetrate standard practices within the profession where there is still reverence for the Western canon. These participants named a disconnect between the breadth of ideas that are invited within school contexts and what is valued within the profession. Resultantly, participants called for stronger partnerships between educational institutions and professional practices in order to ensure that the advancements within the curriculum also push the boundaries of the profession and increase opportunities for professional mentorship.

Within the profession, there were several calls for training, workshops, and professional development on equity, anti-racism and unconscious bias. Some of the participants insisted that this training should be provided by the OAA and be mandatory for all OAA members at all levels. Others recommended that firms be required to undertake anti-racism and equity training, and then report to the OAA on equity initiatives within their firms. There were repeated recommendations to tie equity-based learning to continuing education credits.

By standardizing equity-based education as part of the admissions course and yearly continuing education hours, these recommendations seek to build a common understanding within the profession of how structural barriers and systemic racism function, and how they relate to “wage gaps, lack of opportunities, discrimination and bias” facing marginalized members. One participant further recommended that the continuing education hours could be used to encourage volunteer and mentorship work to facilitate reciprocal learning opportunities between those established within the profession, and members of historically underrepresented groups and underserved communities. Continuing education hours could also be utilized as a tool to recognize the equity-driven work already being undertaken by members within the profession.

Participants recommended accountability mechanisms to ensure that beyond training, leaders within the profession are reporting on equity and diversity efforts undertaken within their firms. Participants called on the OAA to create incentives and establish reporting requirements which encourage “firms to reach milestones of success in creating a more diverse, equitable and inclusive environment.” These incentives and accountability requirements for firms could include equity-based awards, inclusion index reports, and equity-related workplace standards (e.g., human rights policy, equitable access to workplace benefits, accessible practices, etc.). As stated by one group of participants: “The OAA design awards have power. They also give incentives to practices. The OAA needs to mandate that practices meet certain pre-established criteria around equity to be considered for the awards.” Participants further suggested that OAA student awards should no longer be based on GPA, but instead, OAA should award “student projects that tackle pressing social, environmental, equity-based challenges.”

## Equity Context

Research into diversity training initiatives has found that, “short-term educational interventions in general do not change people”, and that diversity training “alone, it does little to change attitudes or behavior” (Dobbin & Kalev, 2018, emphasis added).

### 3.4 Recruitment, Retention, and Advancement of Diverse Talent

*“Having target numbers is important, and it’s a good start but how are they going to be supporting these historically marginalized individuals long term so that they stay with and [succeed] within their respective firms.”*

Participants identified that the lack of diverse representation within the profession is self-perpetuating: “If people don’t see themselves in leadership, how can people aim to stay or see options for advancement?” Accordingly, even if there are more women and BIPOC individuals entering the profession, participants voiced concerns that these individuals would not continue in a profession that does not support their success. Participants described that the lack of diversity within leadership as maintained through nepotistic hiring practices and institutional biases towards “a certain ‘type’ of architect [that is believed] to bring in clients.” Under these conditions, “like attracts like” and individuals from equity-seeking groups are less likely to succeed. Some participants recommended establishing targeted hiring/promotion strategies to ensure a minimum percentage of BIPOC, women and other equity-seeking groups are represented in leadership positions. Other participants feared that the imposition of quotas or diversity targets would result in tokenism.

#### Equity Context

In its 2005 *Policy and Guidelines on Racism and Racial Discrimination*, the OHRC describes tokenism as The practice of hiring a few members of racialized groups for relatively powerless positions in order to create an appearance of having an inclusive and equitable organization. In reality, these individuals have little voice in the organization. At the same time, they are seen as representative of the group to which they belong and, as a result, their thoughts, beliefs, and actions are likely to be taken as typical of all in their group. Token measures to promote organizational diversity do not work and circumvent substantive change.

## Equity Context

Tokenistic representation of historically underrepresented groups will exacerbate the conditions of “identity/cultural taxation” (Joseph and Hirshfield, 2011) by placing added expectations on individuals to prove their worth and speak on behalf of other members of their identity group. Accordingly, it is essential that representational diversity goals be tied to institutional equity measures that support the success of those from equity-seeking groups.

Participants were split on whether targeted representation-based strategies within the architectural profession would benefit and harm members of historically underrepresented groups. Some participants saw targets as a necessary “first step” to “open the door.” Other participants stated that it is not enough to have a seat at the table without adequate support. As one participant expressed, “It can be very demoralizing when they realize the only reason, they are there is because of tokenism. It is a step but be cognizant of the repercussions and the toll that it can take on the individual placed in the token position.”

The second roundtable (consisting of students and intern architects) was asked to consider in what ways the internship program (IAP) and the licensing process create barriers for equity-seeking groups. Participants shared that “the way the program is set up can lead to toxic environments and power imbalance because of the requirement for very specific types of hours.” One participant spoke to the intern’s dependency on their supervisor to get the required experience, which creates conditions where even if the intern is placed in a toxic environment “they can’t just leave, it’s not that straightforward.”

Participants called on the OAA to govern these relationships and play a stronger role in attracting people to the profession and supporting them through the internship program. Participants shared that the barriers they face discourage entry into the profession. One participant stated: “the closer I come to the end, the less attractive the profession seems to be.”

Interns also expressed feeling powerless due to the single-entry point into the profession, the length of time required for the licensing process – purportedly “3-5 years on average with Canadian M.Arch degrees” – and the impact of being an intern on workplace hierarchies. One participant commented that “This is especially disheartening when you consider that the intern population is significantly more diverse, and inherently has no power in the structure of many offices.” Interns also expressed feeling marginalized within the OAA since they have only one “nonvoting seat on council” and because the ‘self-governing’ strategy of the OAA is dictated by long standing members who are “significantly less diverse” than the intern population. Participants suggested that more equitable practices of evaluation in the internship program (such as blind reviews of intern hours and consideration of research hours) would assist in diversifying the profession, as well as more entry points into the profession from trades (such as licensed technologists).

### 3.5 Building Communities of Support

*“We have a large, diverse intern population that has talked about these issues for YEARS with little to no interest or engagement from the council or others in power. We can’t just keep putting the burden of this work on BIPOC members of our community, who by the way, often can’t even ask for time off work to engage with these conversations while they take place in the middle of the working day.”*

Participants expressed skepticism that there is a real commitment on the part of the profession and the OAA to address systemic inequities. Within the context of this skepticism, additional efforts must be made to identify avenues for engaging in genuine support that is beyond performative or superficial measures. For instance, while many participants were enthusiastic about the roundtable discussions, we also heard feedback that these discussions risk placing “the burden of institutional reform on the community only.” One participant expressed that they “would like to see that the discussion extended past the largely women and BIPOC group who have been burdened with raising their concerns in order to better confront the White male hegemony that is currently comfortably benefiting from a complete lack of awareness and accountability.”

Participants called upon the OAA to identify more avenues for diverse voices to be heard, recognized and compensated. While some participants called for more diversity on Council and committees, other participants shared that individuals from equity-seeking groups “don’t feel like they will be respected in the space” and so are unwilling to participate until the OAA demonstrates greater accountability to equity and anti-racism concerns.

Participants suggested that the OAA provide financial support, such as creating scholarships and research opportunities “aimed at addressing systemic concerns at a baseline level.” While some participants were eager for additional forums to connect with other members of equity-seeking groups, others expressed that the onus should be on leaders within the profession to “do their homework to understand systemic barriers” and stop offloading institutional responsibility on to equity-seeking groups. As articulated by one participant: “We need to make it mandatory – not voluntary – for licensed OAA members to be part of these conversations. As it stands, the burden is entirely on BIPOC and other marginalized members of our community, who consistently have to advocate for themselves while under pressure.” Participants suggested that the OAA could share and sponsor equity-seeking communities within the profession and take guidance from organizations and networks already engaged in this work, such as Black Architects and Interior Designers Association Canada (BAIDA) and Building Equality in Architecture Toronto (BEAT).

A number of participants averred that “mentorship is key” and suggested that the OAA develop a Mentorship Toolkit that could be made available to firms and HR groups. One group of participants stated that the “OAA needs to be more supportive and help with the mentorship and the intern programs by matching individuals in the system [. . .] as part of the mentors’ continued education.” Participants described the existing mentorship framework as overly reliant on individuals to reach out and find mentors, which places internationally-trained architects and those without existing connections at a disadvantage.

Participants further suggested that the OAA could sponsor existing professional mentorship programs, connect with retired architects, and create incentives for firms who commit to mentorship.

Participants emphasized that mentorship could be used as a tool to create “diversity amongst the leaders in the profession”, and to ensure architects from equity-seeking groups are provided with opportunities to “shadow a leader/partner/principal/associate of a firm, in order to understand the roles and responsibilities involved in climbing the ladder.” Repeatedly, participants declared that “strong mentorship = stronger profession” and “Mentorship Mentorship Mentorship should be the mantra.”

Finally, many participants called on the OAA to play a more active role in bringing about equitable change. Participants stated, “that before the OAA can be a catalyst, they need to be aware of its history, its policies, its licensure”, and take responsibility for upholding inequitable systems. Participants identified the need for more critical public engagement in architecture – such as showcasing topics and initiatives that consider social responsibility, urban planning for historically-marginalized communities, and environmental racism. As expressed by one participant: “The OAA has the means to regulate the profession. Our profession results in the physical manifestation of the values of our society as our built environment. In this way, the OAA holds extraordinary potential and responsibility to facilitate a built world that reflects our society and the principles of equity.”

### 3.6 Demographic Data Collection

*“I would like to see the OAA begin collecting data regarding minority architects. If this happens, there will be a baseline to grow from and measure the success of the OAA’s efforts. I would caution that the OAA should collect this data with the knowledge that it takes a lot of courage for the BIPOC members to speak up and provide personal information. We are happy to provide this information to the OAA because we are trusting that you will be active and bold in making significant changes to the system.”*

Roundtable participants were informed that, in September, OAA Council agreed to implement a demographic survey of its members that collects race-based and other equity relevant data to provide a baseline for measuring progress as the Association works to better ensure equity, diversity, and inclusivity in the profession.

There was broad consensus amongst participants that demographic data collection is necessary in order to identify, track and ameliorate inequities and racial disparities within the profession and that this collection should take place annually. One participant shared that “data collection is a great opportunity to live up to their rhetoric, and the OAA has the power to bring that together and be transparent.” While there is broad support for the collection of demographic data, participants identified concerns regarding what the OAA is going to do with the data they collect and how it will be shared with membership.

Some participants voiced concerns that BIPOC members would be overrepresented in a voluntary data collection exercise, “since they are the most likely ones to respond.” Additionally, some participants worried that “data can feel like a stalling tactic and lead to long periods of inaction.” Participants identified that while the initial data collection and analysis is taking place, it is still possible for the OAA to advance work on other identified equity issues.

Participants expressed that the data collected should not be restricted to race-based data, but that it should be broadened to include intersecting human rights grounds. Participants differentiated between race and ethnicity and recommended that the survey capture both identity categories. This is consistent with the approach set by the Ontario Data Standards for the Identification and Monitoring of Systemic Racism, which differentiates between race and ethnic categories by asking separate questions, whereas the Canadian census categories conflate race, ethnicity and nationality. Participants also identified that the survey should include questions that go beyond the binary categories of male and female to reflect the full spectrum of gender and help increase trans-visibility and disrupt cisnormativity within the profession. Additionally, participants spoke of a generational divide within the profession, which could be examined further through age-related categories. Beyond identity categories, participants suggested that the data could be used to capture professional paths, retention challenges and experiences of workplace processes (such as hiring and advancement). Participants were particularly interested in seeing wage transparency incorporated into the demographic survey as “anonymous salary data correlated to data on demographics.” Participants described the absence of pay standards and wage transparency, as intimately tied to structural barriers within the profession. In addition to the OAA surveying membership directly, participants suggested that architectural firms should be required to report on equity measures (including outreach and mentorship initiatives).



As described by one participant: “The data collected by the OAA should include surveys for firms that record HR policies and information on what is currently taking place regarding equity in firms.” This recommendation was articulated differently by another participant, who stated that:

I do not believe that we can make change for our profession without also understanding how the leaders of architectural firms are running their practice, and if there are discrepancies in the hiring process, in the wage gaps, in annual staff reviews (if staff are asking to grow and move up), and in the pyramid of power. It would be great to somehow implement yearly practice audits, which would allow transparency in highlighting how practices and their leaders are running their offices. Within this audit, a firm should be able to address their hiring process, salaries of individuals, yearly staff assessments, promotions/hierarchy of their office, and what type of education/outreach efforts that they participated in or encouraged. Leaders should be expected to reinforce conversations and reflection in regards to discrimination and inclusion. If the OAA begins to collect information about the structure of firms, then a baseline can be established to understand how to best implement policies and equity for the OAA to grow in a [positive] and inclusive way.

## Equity Context

Both the OHRC and the Ontario Anti-Racism Directorate (ARD) are supportive of the collection of demographic data for equity purposes. According to the OHRC, human rights-based data collection should be conducted for the following purposes:

- Monitor and evaluate discrimination
- Identify and remove systemic barriers
- Lessen or prevent disadvantage
- Promote substantive equality for people identified by Code grounds

Further, the *Anti-Racism Data Standards* developed by the ARD require that public service organizations publically report on the data they collected, while ensuring that the data is de-identified. Data should be shared in a manner that fosters community trust and accountability and ensures meaningful engagement with those most adversely impacted by racism and structural inequities. Engagement with equity-seeking members is necessary to contextualize data findings within lived experiences and provide opportunities for feedback and response.

Yet another participant suggested that not only should the OAA require firms to report on equity measures, but that these firms should also report on career progression within their firms (including the remuneration and benefits that employees would typically get at various milestones).

It was recommended that this data be made available to the membership to enable them to foresee what their career and remuneration graph would be if they joined the firm. Finally, the OAA should publically recognize firms with who engage in equity initiatives, and where there is evidence of support for career progression (such as a high number of students becoming licensed).

## 4. PATH FORWARD

*"We have had the courage to participate at the roundtable and reflect back on some tough and sensitive issues. Our comments and views during the roundtable and as part of this survey should be treated as confidential by OAA and all members who participated. These comments and suggestions should not be lost in paperwork or a report, but there needs to be some implementation. If the OAA checks its membership, the colour of OAA is changing. OAA needs to assist in better integration so the next generation of leadership does not lay its foundation on bitter experiences."*

Participants expressed feeling encouraged that the OAA convened these discussions and committed to the collection of demographic data. Comments included:

- Thank you to the leadership for hearing us out.
- It was a great opportunity and would love to see more from this.
- Thanks to OAA for providing this platform.
- This was a good event and I am pleased that the OAA has finally taken this crucial step in initiating a dialogue.

However, participants were also clear that these conversations must translate into action:

- It is a welcome beginning and I look forward to the concrete, actionable items that will be put forward.
- It was a very important first step. The momentum has to be maintained to instill change.

- Kudos to the OAA for working to turn our profession around and bringing it into the 21st century. But it's not keeping pace with the rest of the world. If we don't have bolder and more decisive leadership like that of the current council, all this work will be for naught.

Further, participants expressed that the roundtable discussions, at times, “felt like an echo chamber” in that the conversations were taking place only amongst those who were already committed to implementing equity measures and were from equity-seeking groups. Accordingly, participants maintained that the path forward must involve those members of the profession who do not currently understand the value of equity, inclusion and diversity. Participants stated that “equity work needs to be more formalized and [built into the OAA’s] mandate because currently, it is not official.” Even more, in order to support the continuity of equity-driven change and demographic data collection, participants recommended that the OAA appoint a Chief Diversity Officer and/or identify an equity lead with a well-resourced team to ensure the sustainability and formalization of equity work.

As noted above, participants were also keen to see an intersectional approach to equity work that recognizes that structural inequities such as racism and sexism are connected to, and sustained by, interlocking oppressions such as ableism, heteronormativity, cisnormativity and ageism. While many of the participants focused on the barriers facing women and BIPOC members, there were also calls to draw greater attention to communities whose absence from the profession is sustained by being left out of the conversation. For example, participants stressed that inequitable access health benefits within the profession has particular impacts on trans members and members with visible and invisible disabilities.

Finally, participants assert that the path forward must also look backward in order to acknowledge historical inequities and structural barriers built into the OAA. Participants stated that “we need the OAA to start with itself and its role in perpetuating problems instead of trying to jump into being a ‘catalyst’ for change.” By looking both inward and backward, the OAA will be better equipped to dismantle structural barriers and to advance equity, inclusion and diversity throughout the profession.

## 5. RECOMMENDATIONS

The following recommendations are based on the concerns and insights offered by participants, as well as their suggestions as to how to move forward. As these recommendations are derived from a small sample of the overall membership and are not the result of a thorough assessment of the OAA's current organizational practices, these recommendations should be explored in consideration of the OAA's long-term strategic goals, operational constraints, and regulatory mandate.

The recommendations are all aimed at a consultative approach to equity, inclusion and diversity work that seeks to balance the need for community engagement against limiting the demands placed on equity-seeking groups within the profession. While these recommendations are necessarily high-level, they are also informed by more targeted suggestions offered by roundtable participants through the post-roundtable survey. A complete list of the action items identified in the survey is included as Appendix B.

- 1.** In order to attend to concerns of the lack of diverse voices within the profession, the OAA should make a sustained and conscious effort to showcase the work and perspectives of equity-seeking members by creating forums, hosting webinars, and establishing awards and recognition. The OAA should further lend its platform in support of equity-seeking initiatives.
- 2.** The OAA should work actively to form connections with underserved and underrepresented communities by establishing scholarships, internships, and mentorship opportunities for youth within equity-seeking communities. The OAA should also encourage research and projects that promote community engagement and incorporate equity into the built environment.
- 3.** The OAA should play a role in establishing and supporting industry standards around human resources and human rights policies and procedures. These standards should be especially attentive to accommodation processes, equitable access to workplace benefits, and maternity/parental leave.
- 4.** The OAA should conduct a consultative review of the licensure process for internationally-trained architects from a human rights and equity perspective.

**5.** The OAA should work to ameliorate the financial barriers which both prevent entry into and continuation and advancement within, the profession. This recommendation could include creating or encouraging student bursaries, establishing pay and benefits standards, and promoting wage transparency.

**6.** In order to promote an understanding of equity, inclusion and diversity throughout the profession, the OAA should:

- establish stronger partnerships between educational institutions and architectural firms while encouraging greater diversity in the curriculum and within professional practices;
- embed equity and anti-racism training into the continuing education requirements; and
- explore the use of continuing education requirements to encourage equity-based research and community work.

**7.** In order to support the recruitment, retention and advancement of diverse talent within the profession, the OAA should create incentives and accountability requirements for firms. These could include equity-based awards, inclusion index reports, and equity-related workplace standards.

**8.** In consultation with members of equity-seeking groups and professional affinity networks, the OAA should explore the use of representational targets on the Council and amongst leadership within the profession. It is essential that representational diversity goals be tied to institutional equity measures that support the success of those from equity-seeking groups and avoid tokenism.

**9.** The OAA should conduct a consultative review of the internship program, with input from current and past interns and focused attention to equity concerns. The review should establish short-term and long-term strategies to support the success of equity-seeking groups through the internship process, and identify a mechanism through which interns can report inequitable treatment by supervisors to the OAA.

**10.** The OAA should identify more avenues for members of equity-seeking groups to be heard, recognized and compensated, such as:

- establishing safe and accessible channels to voice concerns to the OAA;
- recognizing, profiling and supporting the equity work already underway within the profession; and
- creating compensated opportunities to do equity-based work for the OAA, such as committee work.

**11.** The OAA should develop a more robust mentorship program that connects those established within the profession with newer members, interns, students, and internationally-trained architects who do not have pre-existing professional networks. As part of the mentorship program, the OAA should provide mentors, schools and firms with a mentorship toolkit.

**12.** The OAA should encourage critical public engagement in architecture and be an advocate for equitable and inclusive practices, such as by showcasing topics and initiatives that explore social responsibility, urban planning for historically-marginalized communities, and environmental racism.

**13.** The OAA should ensure that its approach to data collection is informed by human rights and anti-racism best practices, and respects the dignity and privacy of the membership. Further, the long-term data collection framework should:

- take an intersectional approach to understand and analyzing demographic data;
- incorporate wage transparency and professional advancement;
- require firm-level reporting based on inclusion indexes; and
- include public de-identified reporting.

**14.** In order to implement the above recommendations, the OAA should formalize its equity mandate and build the internal capacity to promote equity-initiatives, track progress in relation to diversity and inclusion, and ensure accountability for inequitable practices within the profession. This could be achieved through the appointment of a Chief Diversity Officer and/or the establishment of a resourced equity team.

## 6. GLOSSARY

**BIPOC** is an acronym for Black, Indigenous and People of Colour. It is used to differentiate among racialized people and draws attention to those identified within the Ontario Anti-Racism Act as being “most adversely impacted by systemic racism, including Indigenous and Black communities.” The acronym is also at times presented as IBPOC to prioritize the experiences of Indigenous communities and draw attention to Truth and Reconciliation commitments.

**Cisgender and cisnormativity:** Most people are “cisgender” (not trans); that is, their gender identity is in line with or “matches” the sex they were assigned at birth. Cisnormativity (“cis” meaning “the same as”) refers to the commonplace assumption that all people are cisgender and that everyone accepts this as “the norm.” The term “cisnormativity” is used to describe prejudice against trans people that is less overt or direct and more widespread or systemic in society, organizations, and institutions. This form of systemic prejudice may even be unintentional and unrecognized by the people or organizations responsible.

**Diversity** refers to the presence of a wide range of human qualities and characteristics. Diversity as a descriptor can be applied to a group of people or an organization but should not be used to describe an individual.

**Equity** refers to the rights of people to have equal access to goods, services and opportunities in society.

**Equity-seeking groups** are communities that face significant collective challenges in participating in society. This marginalization could be created by attitudinal, historic, social and environmental barriers based on age, ethnicity, disability, economic status, gender, nationality, race, sexual orientation and transgender status, etc. Equity-seeking groups are those that identify barriers to equal access, opportunities and resources due to disadvantage and discrimination and actively seek social justice and reparation.

**Ethnic groups** refer to a person's ethnic or cultural origins. Ethnic groups have a common identity, heritage, ancestry, or historical past, often with identifiable cultural, linguistic, and/or religious characteristics.

**Intersectionality** is the way in which people's lives are shaped by their multiple and overlapping identities and social locations, which, together, can produce a unique and distinct experience for that individual or group, for example, creating additional barriers, opportunities, and/or power imbalances. An intersectional analysis enables a better understanding of the impacts of any one particular systemic barrier by considering how that barrier may be interacting with other related factors.

**Racialized** (person or group) can have racial meanings attributed to them in ways that negatively impact their social, political, and economic life. This includes but is not necessarily limited to people classified as "visible minorities" under the Canadian census and may include people impacted by antisemitism and Islamophobia.

**Trans or transgender:** An umbrella term that describes people with diverse gender identities and gender expressions that do not conform to stereotypical ideas about what it means to be a girl/woman or boy/man in society. "Trans" can mean transcending beyond, existing between, or crossing over the gender spectrum. It includes but is not limited to people who identify as transgender, transsexual, cross-dressers, or gender non-conforming (gender variant or genderqueer). "Trans" includes people whose gender identity is different from the gender associated with their birth-assigned sex. Trans people may or may not undergo medically supportive treatments, such as hormone therapy and a range of surgical procedures, to align their bodies with their internally felt gender identity.



ONTARIO ASSOCIATION OF  
ARCHITECTS

# SURVEY RESULTS

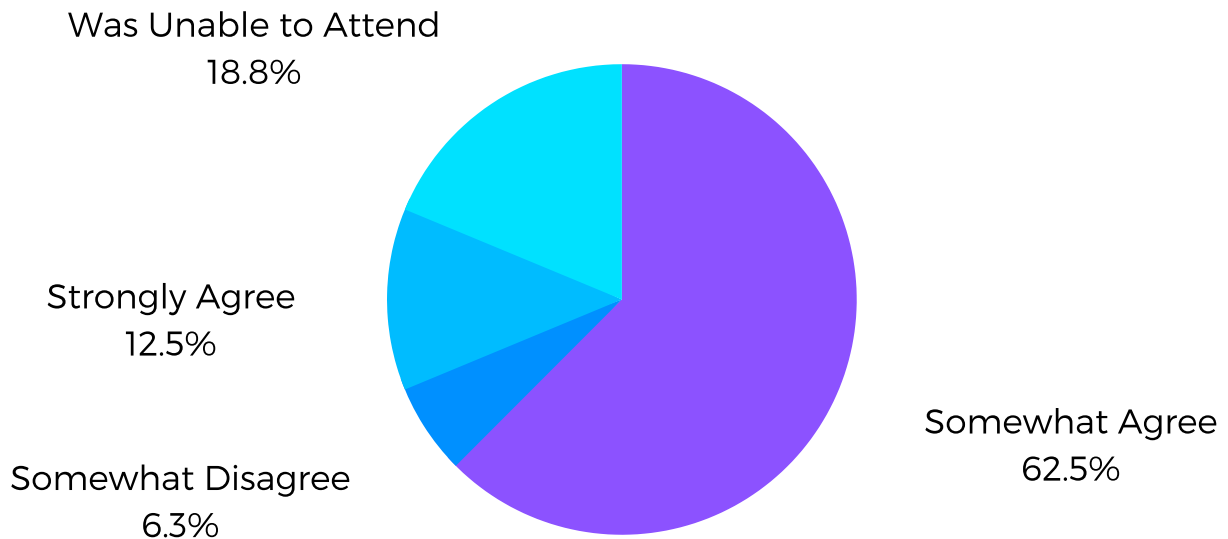
EQUITY INCLUSION & DIVERSITY  
ROUNDTABLE

APPENDIX A

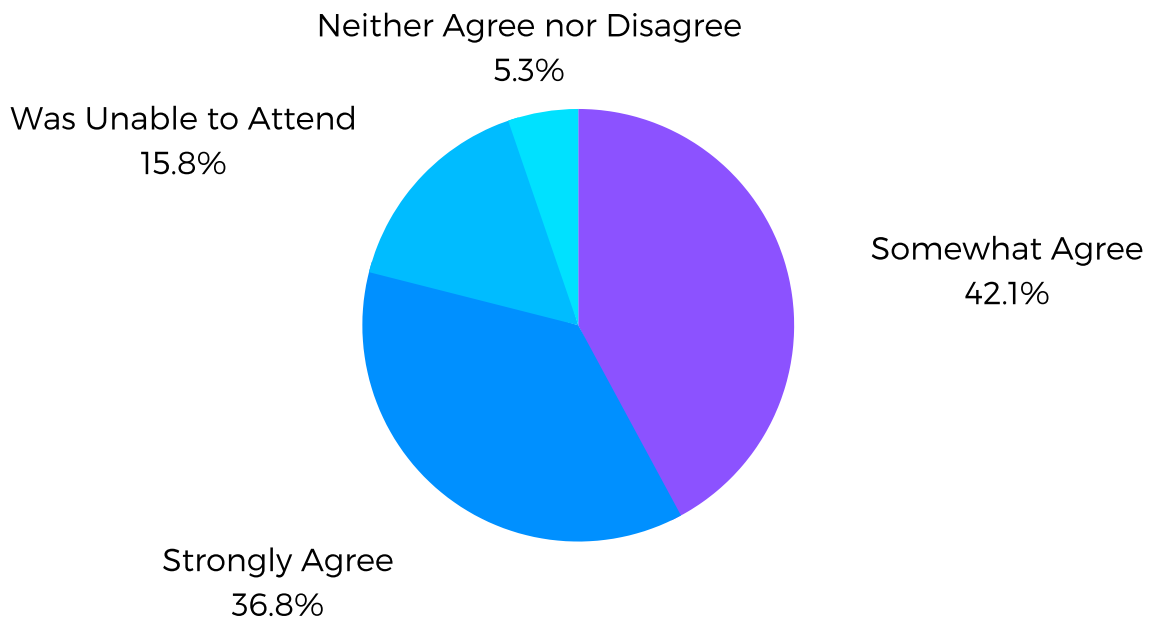
# SURVEY RESULTS

**Q1: Do you agree or disagree with the following statements? I had an opportunity to voice my concerns during the Roundtable:**

## Round Table #1



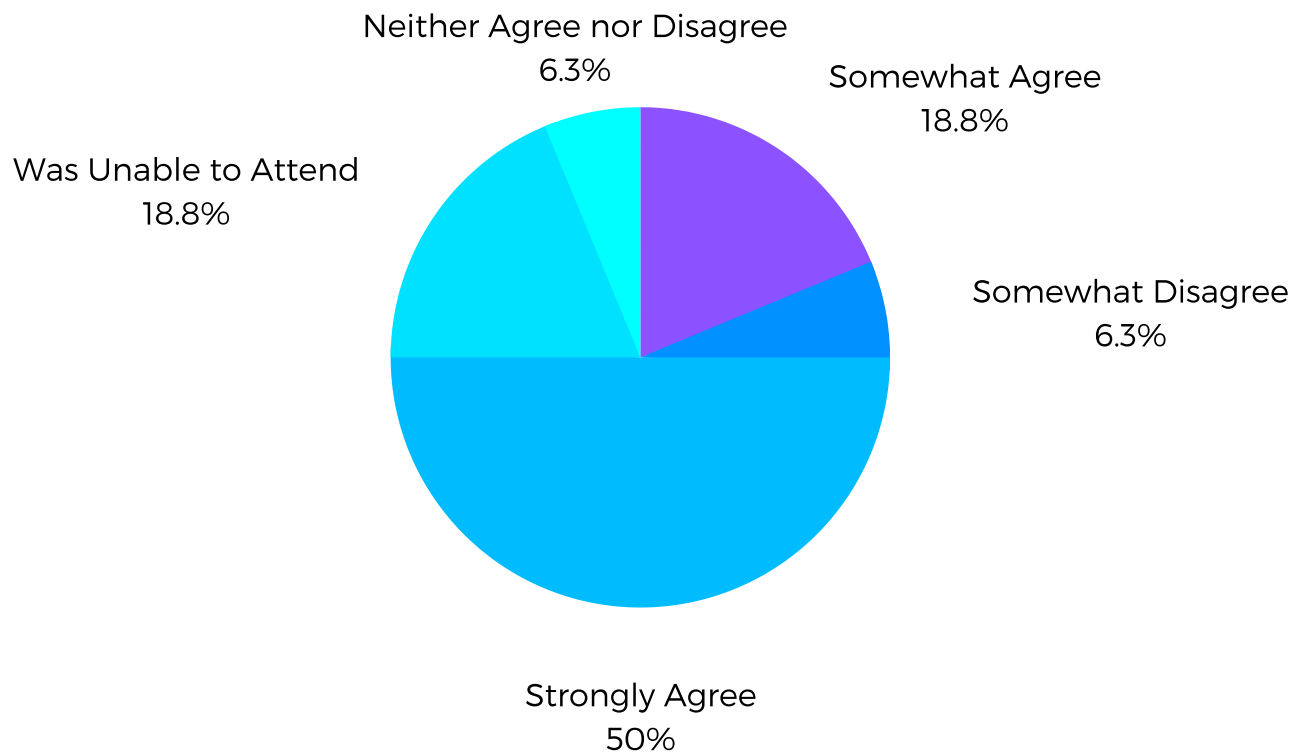
## Round Table #2



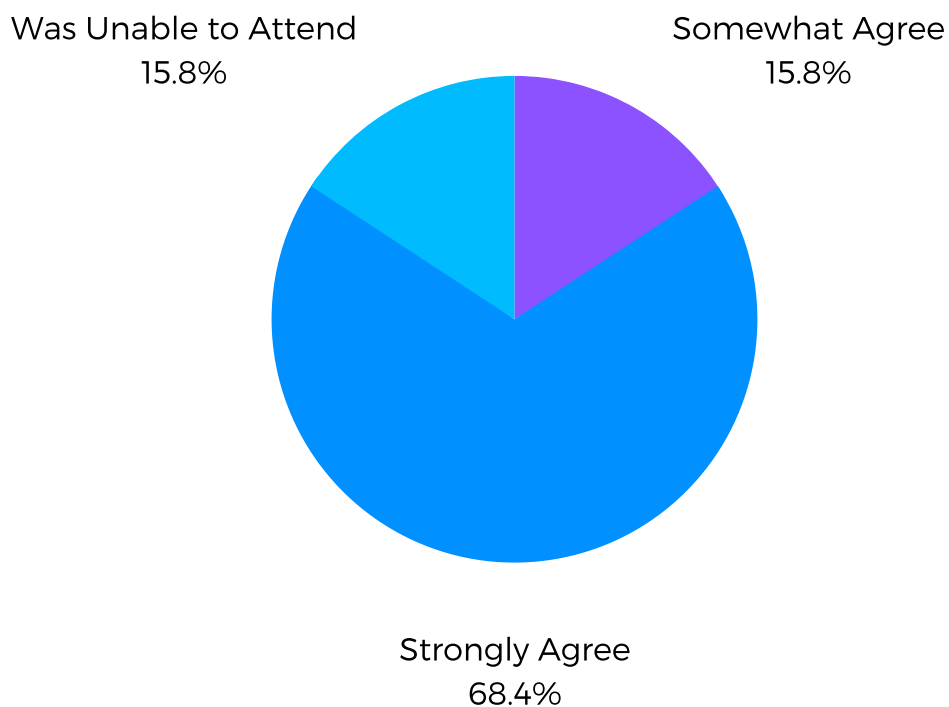
# SURVEY RESULTS

**Q2: The topics that were covered were important to me:**

## Round Table #1



## Round Table #2



# SURVEY RESULTS

**Q3: The discussion was handled with sincerity and respect:**

## Round Table #1

Was Unable to Attend  
18.8%

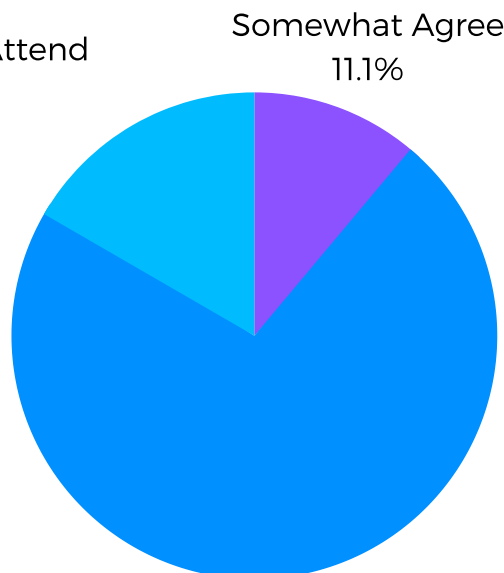


Somewhat Agree  
31.3%

Strongly Agree  
50%

## Round Table #2

Was Unable to Attend  
16.7%



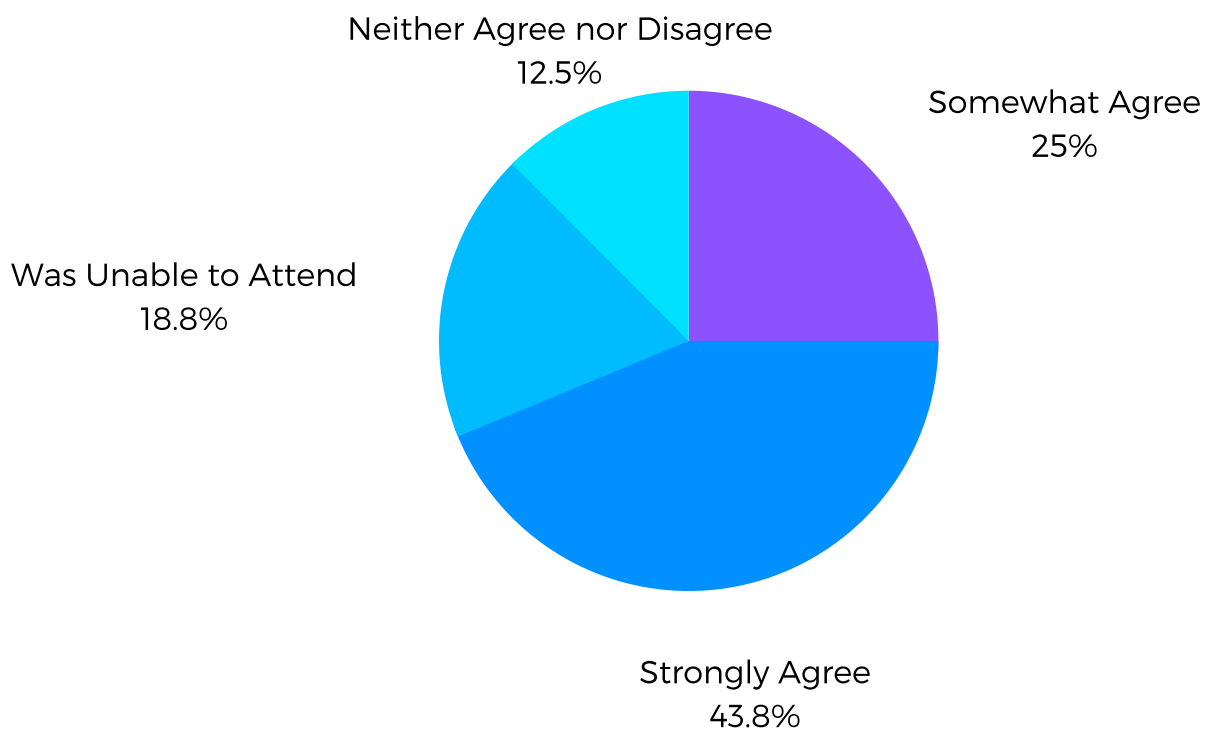
Somewhat Agree  
11.1%

Strongly Agree  
72.2%

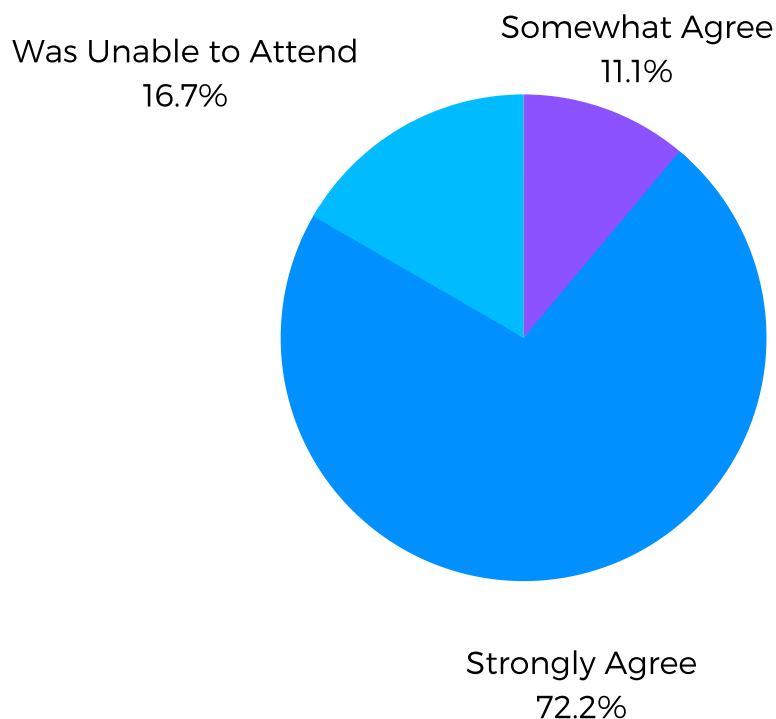
# SURVEY RESULTS

**Q4: Having participated in this Roundtable, I plan on engaging more with OAA activities in the future?:**

## Round Table #1



## Round Table #2



# NOTABLE RESPONSES

## Q5: From your perspective, what are the most pressing equity gaps within the architectural professions?

**Respondents identified gaps between members of all historically marginalized groups and that these issues are intersectional rather than stand-alone issues. Further specific comments are listed below:**

- There is a huge gap between all the efforts I made before becoming an OAA member and the public recognition afterwards.
- There is a huge gap between the promotion and protection of OAA members from OAA and those of other associations, such as AIBC, PEO, etc.
- Expensive Licensure Process, lack of female and/or minority leadership roles, no Canadian experience rules for foreign-trained architects.
- Most partners of architecture firms are white males. Pay, promotion and networking opportunities are skewed towards that demographic.
- Before 2020, the lack of acknowledgment of minorities in architecture and a lack of exposure to minority communities to let them know of this possible career path.
- Most relevant to me, are there any trans architects (specifically trans women and trans women of colour architects)? Not having any data on this is pressing.
- Engaging with and recruiting from indigenous communities.
- Equitable pay, which has inevitable downstream effects on POC entering the profession.
- Lack of awareness and acknowledgement from those within the profession on the meaning of equity and how privilege has played a role in their success.
- Long hours and overtime create an exclusionary culture, leading caretakers and those who cannot prioritize work to leave the profession. There are no remote-jobs, no part-time jobs, etc.
- Individuals licensed in other countries (who are generally POC) should not be asked to repeat the entire intern process from scratch
- Intern architects only have a nonvoting seat on the council and absolutely have no power. This is while the intern population is significantly more diverse than the rest of the OAA.

# NOTABLE RESPONSES

## Q6: What are two or three actions or priorities you would like to see the OAA commit to?

**Respondents identified multiple areas in which the OAA could take action to benefit the profession as a whole. Further specific comments are listed below:**

- Partner with a Human Resources firm to assist your members (interns and licensed architects) with support and guidance if they are faced with polarizing treatment
- The hiring of a Chief Diversity Officer within the OAA would be ideal in understanding how to enable equality in the profession of architecture from the top down.
- Educating members on the root of systemic racism and how it is set up in our society and the architecture profession.
- OAA could establish an outreach program that promotes relationships within youth groups and high schools.
- The OAA could begin collecting data regarding minority architects - and continue monitoring to identify equitable employers/firms.
- I would like to see the OAA listen to communities that have been established to create support and visibility for marginalized members.
- Proactive measures to counter inequities in our profession, including technology, the building code, new and innovative construction methods, sustainable business practices, etc.
- OAA can mandate that when architects publish work then they mention the names of everyone in the team.
- OAA can put real data charts about firms, noting how members have progressed within firms, including remuneration and benefits that employees would typically get at various milestones.
- Add under the ethics for OAA partnered architecture firms 'have health insurance coverage for trans medical needs that are excluded from the provincial plans'.
- Wage standards and transparency for all firms have firms report on equity issues.
- Mandatory cultural training for all licensed architects.
- OAA awards in schools should focus on individuals with underrepresented backgrounds and not be inherently grades-based (BIPOC and LGTBQ+ individuals can often be discriminated towards directly and indirectly in the grading system and those with financial security often do better in architecture schools anyway).

# NOTABLE RESPONSES

## Q7: Is there anything else you would like to share with us about the Roundtable?

**Respondents identified ways in which the conversations were both helpful and how they were hindered. Further specific comments are listed below:**

- It is no surprise that the virtual room consisted primarily of younger women of diverse backgrounds.
- The OAA needs to start valuing the younger members more and providing more to equalize and maintain more of us for the long run especially because a career and living can now be made with a simple BCIN without all the red tape and barriers within the profession.
- This was a good event and I am pleased that the OAA has finally taken this crucial step in initiating a dialogue, but it felt like an echo chamber.
- The OAA has the means to regulate the profession. Our profession results in the physical manifestation of the values of our society as our built environment. In this way, the OAA holds extraordinary potential and responsibility to facilitate a built world that reflects our society and the principles of equity.
- Having had the discussion amongst licensed architects would have further enriched and brought new ideas forward.
- I would like to see that the discussion extends past the largely women and BIPOC group who have been burdened with raising their concerns in order to better confront the white male hegemony that is currently comfortably benefiting from a complete lack of awareness and accountability.
- Our comments and views during the roundtable and as part of this survey should be treated as confidential by OAA and all members who participated.
- These comments and suggestions should not be lost in paperwork or a report, but there needs to be some implementation.
- It was a very important first step. The momentum has to be maintained to instill change. Looking forward to the report.
- The OAA should commit to actionable steps based on the Roundtable and following report.
- It was a great opportunity and would love to see more from this
- When it comes to diversity and equity I think the lack of knowledge and exposure to people that are different from us (or in different situations than us) is a roadblock to progress. It will be great if the OAA could set up some classes or cultural events to facilitate this, maybe with continuing education credits as an incentive.



ONTARIO ASSOCIATION OF  
ARCHITECTS

# **SURVEY FEEDBACK ROLLUP**

EQUITY INCLUSION & DIVERSITY  
ROUNDTABLE

APPENDIX B

# WHAT ARE TWO OR THREE ACTIONS OR PRIORITIES YOU WOULD LIKE TO SEE THE OAA COMMIT TO?

1.
  - Add gender minority options to the OAA membership survey to gain data.
  - Add under the ethics for OAA partnered architecture firms 'have health insurance coverage for trans medical needs that are excluded from the provincial plans'.
  - No longer give the OAA student awards based on GPA, as GPA in architectural education is based on subjective review processes and therefore GPA is a reflection of systemic biases in the education system rather than quality or ingenuity of one's work. Make the OAA awards about how student projects tackle the pressing social, environmental, equity based challenges.
2.
  - Equity for age related discrimination
3.
  - Same voting and representation for rights of interns within OAA, change "intern" demeaning terminology, modernize traditional methods and ideology of OAA to look towards a more progressive self-governing strategy rather than the traditionalist approach, required mentoring of newer members by fellows and older standing members.
4.
  - Establish a mentoring program to help guide newcomers through the process of getting licensed; inspire, engage with and recruit from high schools in indigenous communities in Ontario and the territories.
5.
  - Pay / wage
  - Transparency amongst members; changes to IAP to make it safer and more productive
6.
  - Take a stance and advise members according to the beliefs you stand behind and become more inclusive to those within the field but outside the profession.
7.
  - More diversity and openly-equal opportunities all over (not just student), even though it's said there the equity and equality is present, there is very little representation visible. More conversations about how the community engagement can be further enhanced.
8.
  - Require all offices to do equity and anti-racism training, and report to the OAA about the training completed each year. Training could be through OAA-run courses, or through private sessions organized by the office itself. Principals and upper management must attend training.
  - Institute more equitable practices of evaluation in the internship program.
  - Publish free salary reports and guidelines so that OAA members are able to assess if they are being properly compensated.

- Initiatives to better represent and encourage architecture by and for marginalized communities - scholarships for students of marginalized communities, outreach at the high school level to marginalized communities to educate about and promote the profession, adjusting criteria for OAA / other awards to better recognize work that is done for or by marginalized communities, bursaries and support for women / BIPOC starting their own practice, etc
- 9.
- Reexamining the licensure process and studying where licensure candidates drop off in order to encourage licensure from women and international candidates. Also studying why architecture graduates from domestic schools decline to pursue licensure. The problem is not a lack of architects, it is the makeup of architects
  - Establishing standards for salaries and parental leave to ensure that employees are not exploited, and hold the profession to a higher standard across the board

- Help to obtain work in practices with support from the OAA.
  - Inclusivity practice for all races and Colour.
  - Openness within practices, to inform on how they are being more inclusive.
    - Providing hiring and education opportunities to facilitate internship, training, and licensure
- 10.
- Organizing conferences to share knowledge, research topics, and connect people in the field.
  - Regulating minimum salaries and protection of rights for interns and architects.
  - Considering academic experiences such as masters and Ph.Ds in the licensure process, as well as teaching experiences. Maybe opening an Architectural Educators license.

- The OAA should designate an officer to whom members can reach out to with various concern within the field, the officer should also follow up.
  - Secondly, the path to licensure (especially for foreign trained architects), help with the mentor search and mentorship for students who do not have anyone in working in the profession in their circles. The licensing process can be complex at times for foreign trained architects and many of us don't quite understand it well.
  - Lastly, I think most members will like to feel heard. The OAA should put a plan of action to address members concerns.
- 11.

- Addressing pay equity and transparency in the profession
  - Creating/ensuring that architectural firms address equity, anti-racism, and anti-black racism training
  - Reviewing/revising the IAP process to consider a number of equity barriers.
- 12.

- Implement annual demographic survey (beyond the scope of race and ethnicity) of its members AND curating a strategy report responding to the survey results and establishes wage standards, promote wage transparency, and include clear, measurable incentives and policy recommendations aimed at removing structural barriers within the profession.
  - Share and sponsor BIPOC communities in this profession, do the research and establish realistic goals, and set the standards (consider BAIDA's call)
- 13.

- The OAA needs to stand firm to ensure firms do not take advantage of new comers to Canada or other BIPOC individuals (especially interns) by underpaying them, the OAA needs to demand standard policies across architecture firms for pay.
- Standardize health care policies - especially for trans individuals and others with conditions that OHIP does not cover. Lack of health care access pushes many outside of the profession.
- Standardized Maternity/Paternity pay.
- The OAA needs to keep demographic data of its members (including gender diversity) and compare it to demographics from architecture schools, the intern program, licensed architects, and principles to identify pinching points that pushes individuals outside of the practice
- Intern architects need more REAL representation on council, not just one NON-VOTING seat that in effect can't do much.

14.

- Mandatory cultural training for all licensed architects
- Council members should be part of these conversations and get involved, we won't fix anything if the main team working to improve architectural practice in Ontario consists of non-architects (a lawyer and a political science phd candidate who while well-informed and well-meaning, don't actually know anything about how architecture is practiced)
- The conversations around equity needs to happen between interns (who, again, ARE the main source of diversity) and the licensed population and from principles (who are mainly straight white men who don't engage with these conversations)
- OAA awards in schools should focus on individuals with underrepresented backgrounds and not be inherently grades-based (BIPOC and LGTBTQ+ individuals can often be discriminated towards directly and indirectly in the grading system and those with financial security often do better in architecture schools anyway)
- OAA awards for built projects / practices should not go to firms which have proven themselves not to be inclusive in practice through any of the discriminatory actions mentioned above. OAA must incentive good practice for architecture firms.

15.

- Mandatory mentoring as part of con-ed, but senior architects are assigned a mentee so there is no bias in choice and there is equal access to professionals.
- Having more committees members from diverse backgrounds, who have a real say/vote and don't need to have to be licensed yet.

16.

- Undertake an historical analysis;
- Implement a DEI in future OAA yearly conference;
- Mandate credit contED on DEI

17.

- Incentives to companies to promote the hiring of diverse candidates especially new comers to the country.
- Ongoing survey to identify equitable employers.
- Active involvement to bring about legislative changes to promote the diversity and inclusion in the profession.

18.

- More awareness, training and mentorship.

- OAA can make a big difference, some ways are
  - OAA needs to provide more tools for Mentorship within and outside the work environment. Maybe involve retired architects, or give incentives or highlight firms who commit to mentorship. Maybe a program where members can shadow seniors. Provide opportunities for interns who are not able to get the hours at the firms. Mentorship cannot be limited to interns it is a lifelong process. Strong mentorship = Stronger profession.
- 19.
- OAA can mandate that when architects publish work then they mention the names of everyone in the team. This serves the same purpose as a publication or a patent for other occupations. This would be beneficial to employees who work with employers that write in the hiring documents that when candidates leave the firm they will not be provided with any copies of work or given work references.
  - OAA can provide Canadian trained architects a platform equal to BEFA so there is no grudge against candidates becoming licensed through BEFA. The number of foreign trained interns and architects is increasing at a rapid rate, a support system and mentorship is much needed for a healthy profession.
  - OAA can put real data charts about firms, noting how members have progressed within firms, including remuneration and benefits that employees would typically get at various milestones. This data should be available to the members so that they can foresee what their career & remuneration graph would be if they joined the firm. OAA should give shoutout and benefits to firms where there is a high number of students becoming licensed and visa versa should maybe question firms where interns never become licensed.
- 20.
- Offer more courses annually that address Inclusion + Equity.
  - Adjust how council is run that allows it to be more accessible position to more people.
- 21.
- Yearly demographic surveys with published results; guidelines/resources for firms
- 22.
- To promote public awareness of architectural profession. Only when members are widely respected can they treat their subordinates more equally.
  - To engage a lawyer to review the existing OAA architect act and re-root all terms into the Canadian common law.
- 23.
- Demographic data, employment engagement/ survey
- 24.
- Become advocates for the OAA Licensure Process, offer financial aid to interns who cannot afford the process.
  - Hold firms accountable for lack of female and/or minority leaders within their firm organization structure.
  - Allow more licensure opportunities to foreign trained architects, demystify the process.

- 25.
- Addressing the wage gap in the profession and holding firms accountable to equal pay for equal work, provide young architects with salary information on the website based on surveys and market data, provide more accessible, free continuing education content related to diversity
- 26.
- Stream A:
    - Do a holistic survey to collect as much as first hand data.
    - Analyze the data.
    - Strategize as per the findings of the survey
  - Stream B: is to act upon the already discussed issues like
    - Allocate compensation for overtime work,
    - No long hour expectations from staff by understaffing the project and force
    - The leadership to do a fair staffing as per the deliverables/schedule of the projects
    - Allocate time for capacity building and do not expect the staff to learn softwares and other things in their own time and budget... main victims of all the above issues are BIPOC and immigrant populations with no voice and courage to stand up against the traditional system ...
- 27.
- The promotion of women and BIPOC architects in the OAA and in the media is a big one. OAA can have a running list of firms who have women and BIPOC architects in leading positions, not just meet a certain quota. There can be highlights of the work of these architects, but also the meandering road they took to get there. It would be good to hear the choices they made, the opportunities missed and the regrets, in addition to their achievements. The spotlight has been on white male architects for so long that it is high time to shift it.
  - Continuing Ed should have a segment on EDI, and it may even need to be a series of mandatory, in-person course. Otherwise, the white male partner simply gets a junior to take the course for them.
  - Women and BIPOC architects need to be much more prevalent in universities. It is discouraging for all students to see predominantly white male professors. Following that trend, high school students, especially those in very diverse neighbourhoods, need to see that architecture is a real choice. For them to consider that, they need to see role models that they can relate to and model themselves after.
  - A mentorship program for current, emerging architects would be very helpful and OAA is poised to be the liaison for such a program.
- 28.
- Proactive measures to counter inequities in our profession. Old white men who have not kept up with changes in the profession, like technology, the building code, new and innovative construction methods, sustainable business practices, etc. should not be allowed to exploit the younger generation and maintain the status quo of inequalities. ConEd should be structured to mandate con-ed in core competencies and evolving/innovative developments in our industry. Or, just as drivers are retested at a certain age, so should architects.

28.

- If the old white men architects were to take the EXAC today, most would fail. They stick fast to their privileged positions by preying on the young architects who are increasingly of diverse backgrounds to do their work for insulting wages. The architectural profession in Ontario survives by eating its young. This has led to the erosion of the profession of architecture in Ontario. OAA's complacency in this is ultimately leading to public harm.

29.

- I hope you don't mind, but I have more than 3 actions to write about.
- The OAA is primarily made up of small to mid sized firms who do not employ HR staff. This makes many of your members vulnerable to discrimination, biases, unequal treatment or worse. We are a self governing body that partners with an insurance company that solely deals with architects and OAA practices. I believe it would be helpful to partner with a Human Resources firm to assist your members (interns and licensed architects) with support and guidance if they are faced with polarizing treatment. As previously mentioned, many experiences felt by women and BIPOC members result in trauma and fear, and I believe support needs to be provided to those members outside of their places of employment. An external HR firm could also conduct exit interviews to understand why women or the BIPOC members are leaving jobs. I believe this will assist in collecting data on real struggles, which can enforce change in our profession, and more importantly, it will provide trust in the OAA from the minority members.
- I believe hiring a Chief Diversity Officer within the OAA would be ideal in understanding how to enable equality in the profession of architecture from the top down. I do not believe the OAA can ask its members and practices to promote diversity if it is not seen within the governing body. In our current climate, it is important to promote diversity, even if that means expanding the council specifically for BIPOC members. OAA members may choose to not vote in people of colour (based on their name or their picture), but I believe it is essential for the OAA to take an equitable and bold approach that will show support for the BIPOC members, and allow the upcoming generations of architects to see themselves within the governing body.
- I believe education is essential for all members. Educating members on the root of systemic racism and how it is set up in our society and within the architecture profession; items such as wage gaps, lack of opportunities, silent discriminations/bias' etc. Education should be implemented into the Admissions Course and should be mandated as part of yearly ongoing Con-Ed hours. Education should be mandatory, however, change and reflection will always be a choice. OAA has the responsibility to plant the seed and give tools that educate all members on equity. In addition, the OAA should enforce education for leaders of practices on how to continue and promote a conversation around discriminations within their offices.
- As part of education, OAA could establish an outreach program that promotes relationships within youth groups and high schools. Members could volunteer and collect Con-Ed hours for their participation in establishing relationships and educating the youth about our profession. I would also caution the existence of outreach programs until the system at the association level is balanced. Many youth who are interested in the profession will look into our association to see if they can see themselves represented.

29.

- If they cannot see someone that relates to their gender or culture, they will become aware that their path to succeeding in architecture may be difficult. Giving kids the confidence to achieve above average jobs is only great if the profession can provide them equitable opportunities in terms of fundraising for scholarships and mentoring during their educational journey. It is equally important to provide support and equitable opportunities for them after they graduate. It would be regrettable if we provided education and confidence to the youth in regards to the architecture profession and then set them up for failure once they achieve their goals. The OAA should ideally be set up in a way that would support a person through outreach, education and into their career. Again, I believe a top down approach should be taken; one cannot help others if we can't support ourselves.
- I would like to see the OAA begin collecting data regarding minority architects. If this happens, there will be a baseline to grow from and measure the success of the OAA's efforts. I would caution that the OAA should collect this data with the knowledge that it takes a lot of courage for the BIPOC members to speak up and provide personal information. We are happy to provide this information to the OAA because we are trusting that you will be active and bold in making significant changes to the system.
- In addition to collecting data from individual members, I believe that the OAA should also be collecting data from the leaders of architectural practices. I do not believe that we can make change for our profession without also understanding how the leaders of architectural firms are running their practice, and if there are discrepancies in the hiring process, in the wage gaps, in annual staff reviews (if staff are asking to grow and move up), and in the pyramid of power. It would be great to somehow implement yearly practice audits which would allow transparency in highlighting how practices and their leaders are running their offices. Within this audit, a firm should be able to address their hiring process, salaries of individuals, yearly staff assessments, promotions/hierarchy of their office, and what type of education/outreach efforts that they participated in or encouraged. Leaders should be expected to reinforce conversations and reflection in regards to discrimination and inclusion. If the OAA begins to collect information about the structure of firms, then a baseline can be established to understand how to best implement policies and equity for the OAA to grow in a positivity and inclusive way.
- I would like to see the OAA listen to communities that have been established to create support and visibility for marginalized members. Learning from these communities can provide insight to what they believe is missing from the association. It can also help the OAA understand the changes/adaptation that should be made to policies to allow for support, visibility and inclusion for all genders and races...Listen and speak up. As members, we have a voice, but we understand that we do not have the power to change the system or change policies. The Architect's Act and the Canadian Handbook of Practice are sound resources, however, the OAA should internally expand on them by creating policies that are specific to advancing a platform for their visibility, and support for their talent/achievements.



29.

- Mentoring is a terrific idea for Interns and I believe we should be able to continue mentorship programs when we become licensed. This could allow an architect to shadow a leader/partner/principal/associate of a firm in order to understand the roles and responsibilities involved in climbing the ladder. By doing this, a BIPOC person or a woman could allow themselves to become visible and prepared for a management role that they may have not been available to them. Programs such as this, may allow discrimination within the field to dissipate, and it may also be a way of creating diversity amongst the leaders in our profession.

30.

- Based on surveys and promises, I'd like to see ongoing monitoring initiatives and keeping the public informed of these actions.

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 4.4

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristi Doyle, Executive Director

**Date:** February 22, 2021

**Subject:** Bird-Friendly Design – Open Letter

**Objective:** To consider re-issuing a second edition of an open letter to promote bird-friendly design practices.

---

Further to discussions with representatives of the Fatal Light Awareness Program (FLAP) and on the recommendation of the Sustainable Built Environment Committee, an open letter was issued by the OAA President on April 12, 2016 to promote the adoption of bird-friendly design standards.

The OAA has been approached recently by FLAP with a request that a similar letter be reissued as a follow up and to reinforce the importance of bird-friendly design. Attached is a draft for Council's consideration.

**Action:** Council to consider approval of the attached open letter to promote bird-friendly design practices and standards.

---

**Attachments:** Open Letter – Ongoing Support for Bird-Friendly Design

[date], 2021

## Open Letter: Ongoing Support for Bird-Friendly Design

As we approach the annual Bird Impact Reduction Day, the Ontario Association of Architects (OAA) wishes to reaffirm its commitment to supporting bird-friendly design in Ontario.

As the self-regulating body of Ontario's architecture profession entrusted with serving and protecting the public interest, the OAA is dedicated to administering the Architects Act while promoting and increasing the knowledge, skill, and proficiency of its members. Environmentally sustainable design practices continue to be an area of concern for the OAA, and to this end, our members play an important role in minimizing the impact of buildings on wildlife.

According to the Fatal Light Awareness Program (FLAP), the estimated number of migrating birds killed in North America annually in collisions with buildings ranges from a staggering 100 million to 1 billion birds. Collisions with buildings are a leading cause of death of migratory birds, second only to habitat loss.

Wildlife collisions with buildings are caused by numerous intersecting factors including site-specific conditions, landscaping, habitat destruction, glazing design, and building illumination. Making informed design decisions can have a significant impact on mitigating bird collisions. Architects, landscape architects, developers, clients, and users all play a role in helping reduce the negative impacts of our actions on wildlife.

We have witnessed in the past few years, significant progress towards bird-friendly design strategies, including the recent development of the Canadian Standards Association (CSA) nation-wide standard *A460:19 Bird-Friendly Building Design*, which lays out a set of standards necessary for effective bird collision mitigation. In an open letter on this topic penned in 2016, we noted our strong belief in the importance of producing a single province-wide standard for bird-friendly design which could be incorporated into the Ontario Building Code. **The CSA A460 Bird-Friendly Building Design standard presents a ready and achievable opportunity to ensure efficacy, feasibility, and consistency in bird-friendly design across the province.**

In addition, while building code changes will ensure bird-friendly design standards are followed in new buildings and those undergoing significant renovation, we must not overlook those existing buildings with a high rate of bird collisions. In these cases, we must go beyond building code requirements and take retroactive measures to mitigate these collisions and the subsequent loss of wildlife. **In this spirit, the OAA has installed the first phase of our own bird-friendly design strategy to mitigate collisions in the high-impact zone identified by FLAP in an evaluation of our headquarters.**

The OAA also wishes to emphasize the need to support ongoing research on this topic, including the development and identification of design strategies and products that are truly effective in reducing wildlife collisions. Whether through

design elements like glazing or user-based interventions like artificial light use, we must continue to explore ways to reduce harm caused by buildings. Advocacy groups such as FLAP continue to be a key resource as we move toward wildlife-friendly design, and we encourage our members and the public to learn more about this topic.

Indeed, existing research and tactics require a well-considered public education strategy to ensure architects and the public are aware of the information available. Clients must have an understanding of the cost implications of various solutions, ensuring budgets and expectations are clear from the beginning. With informed architects, landscape architects, developers, clients, and users, we can create a long-lasting culture of change.

As always, the OAA remains committed to working with the Province, cities, and different stakeholder groups on issues relating to built form, including the development of wildlife-friendly design. Through our Sustainable Built Environment Committee (SBEC), we will continue to examine the situation and work with allied organizations to increase the knowledge, skill and proficiency of our members on this important issue.

Sincerely,

Susan Speigel, Architect  
OAA, FRAIC  
President

---

## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 4.5

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristi Doyle, Executive Director and Christie Mills, Registrar

**Date:** February 23, 2021

**Subject: Responding to Outstanding Elements of Members' Resolution re. Digital Seals – Actions to address Enforcement & Design Requirements**

**Objective:** To present to Council a multi-pronged approach to address issues around enforcement of design requirements by building officials as well as general education on that matter.

---

The following action was directed by Council at the January 2021 meeting in response to the outstanding elements of the Members' Resolution re. digital seals and enforcement of design requirements

**Action:** *Council directed Doyle and Mills to further investigate and report on recommendations for a multi-pronged approach to the issue of enforcement of design requirements at the building department level and report back to Council at the March meeting.*

Mills and Doyle have had a number of discussions in response as well as communication with other staff and Council. The following multi-pronged approach is presented for Council's consideration. It is noted that some of these activities are already underway.



## 1. One-page education piece for Building Officials

The Registrar has been developing a "One Pager" education document that is intended for building officials to articulate the professional design and general review requirements as set out in the *Architects Act* and enforcement related thereto. The catalyst for this work already underway stems from discussions in 2020 with VP Regulatory, Paul Hastings and then VP Strategic, Andy Thompson. The need for this document was also discussed at length in the context of a meeting of the OAA's Subcommittee on Building Codes & Regulations (SCOBCAR). This document does not replace the Joint OAA/PEO Bulletin which sets out the requirements for professional design, but rather complements that piece and focusses strictly on the information relative to the practice of architecture. This new document will also clearly integrate the scope of practice for an Architect along with the scope of practice for a Licenced Technologist OAA. This document will also be more graphic in representation for user readability and quick reference; inclusive of an updated illustration developed via SCOBCAR (the "OAA Tree"). The intent is also to educate around what the OAA enforces and to help building official assess upfront if applications/drawings submitted may be the subject of illegal practice. If they can easily recognize this situation, they will be better equipped to follow through with their responsibility under the *Building Code Act* to contact and advise the OAA and/or deny the permit submission.

**Status:** A first draft has been completed by OFTR. Our Communications team is now reviewing in the context of graphic design. Once completed it will be shared with others for final vetting including staff, legal and Council/executive. The intent would be to then have a concentrated roll out to all Chief Building officials, by direct email. Communication implementation can also occur through our strategic alliances (see below EABO)

**Resources:** OFTR, Legal review and Communications

## 2. Strategic Alliance through Engineers, Architects, Building Officials

The recent reset of the strategic alliance between engineers, architects and building officials (EABO) has provided a renewed opportunity to further the communication between the OAA and building officials, specifically around professional design requirements. This alliance provides a direct and unique avenue to facilitate not only the dissemination of information and education of building officials but provides backing of our efforts by the organizations representing the building officials' community. A meeting of EABO was held in early February and it has been agreed that one of the three priorities for the

alliance this year will be to deal with issues of professional seals i.e. forgery and authentication. Tangentially, this will also include identification of situations of illegal practice by other designers and enforcement of professional design and general review requirements under the *Architects Act* and *Professional Engineers Act*. The one-page information document discussed under item 1. above would form an important part of the deliverable for this EABO priority item.

OAA Immediate Past President Kurtin has been involved in the reset of EABO along side Doyle and based on the first couple of meetings there has been very positive and collaborative discussions on the need for more information and guidance to be provided to building officials.

**Status:** These efforts will be ongoing through this year and beyond. This direct link to the Associations representing the building officials as well as a number of large municipality building officials sitting at the table should be leveraged in the interest of the OAA's efforts to inform and educate.

**Resources:** OAA ED, IPP/President, Communications

### 3. Enforcement Postings on OAA Website

With the launch of the OAA's new website, specific and detailed information has been added to the site pertaining to the OAA's enforcement efforts, the authority and focus of our enforcement as set out in the *Architects Act*, as well as aggregate statistics. The link to this information is provided below:

<https://www.oaa.on.ca/protecting-the-public/illegal-practice-and-act-enforcement>

This resource page serves as an additional resource and education tool for building officials, as well as the public and our membership. This information can be included in the discussions and initiatives that may be agreed to within the context of EABO.

The Registrar has implemented a process whereby she will be reporting on enforcement statistics on a quarterly basis in the OAA e-News. This update has been given twice since last fall.

**Status:** This page will be updated regularly. Consideration should be given as to how to further communicate this information.

**Resources:** Communications, Education., OFTR.

#### 4. Renew and Reissue letters to Chief Planners and Chief Building Officials re. professional design requirements.

A number of years ago, on two separate occasions, a letter from the President was issued to all Chief Building Officials and Chief Planners regarding the requirements, as set out in the *Architects Act*, for the engagement of an architect at the outset of the site plan process when the building requires regulated professional design services. It is suggested that a similar letter be sent, updated accordingly to include reference to our Licensed Technologist OAA members.

**Status:** Not yet commenced, but can be initiated easily.

**Resources:** OFTR, Legal review, Executive.

#### 5. Roundtable – Education Sessions with Building officials via Zoom

Over the course of the last decade there have been a number of occasions when the President and the Executive Director, or other staff, have spoken directly to building officials. This has been in the context of the annual meetings of the representative organizations, invitations to speak at local OBOA chapter meetings, or participation in meetings being held by building officials through their representative organizations or municipalities.

Given the use of Zoom and the further acceptance of virtual meetings, it is suggested that we consider offering an education session targeted directly at building officials. It could be arranged and facilitated through the avenue of our EABO alliance, or specifically offered by the OBOA to their members as an education session. The OAA would simply provide the content which could be centered on the new one-page document, our website information as well as services offered by our Practice Advisory and/or office of the registrar.

**Status:** Under consideration

**Resources:** OFTR, Practice, Education, Communications

Some of these items are already underway others may be rolled out either in tandem or sequentially based on resources needed and other Council priorities.

Council feedback and/or approval to proceed with these initiatives is requested.

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**Action:** Council is requested to:

- provide feedback on the above multi-pronged approach;



- consider approval to proceed with these initiatives and direct the Executive Director and Registrar to handle the roll-out; and
- direct communication to the membership on this matter as a response to the outstanding elements of the member's resolution.

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**Attachments:** None

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## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 4.6

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristiana Schuhmann, Vice President, Strategic

**Date:** February 19, 2021

**Subject:** Updates to PACT and SBEC Terms of Reference

**Objective:** To seek Council's approval to update the Terms of Reference for PACT and SBEC

---

The terms of reference for PACT and SBEC were last updated in 2018 and 2019 respectively. Since that time, Council has increasingly focused on equity, diversity, and inclusion. In keeping with that strategic priority, it is recommended that the language in the Terms of Reference be updated to reflect this important focus.

Furthermore, it is recommended that a seat on each SBEC and PACT be reserved for an Intern Architect, subject to their having the requisite qualifications and interest. The addition of an intern seat on each Committee opens the door for younger members to participate in OAA initiatives and aligns with work that the OAA is already doing to expand the focus of equity, diversity, and inclusion.

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**Action:** Council to vote on amendments to PACT and SBEC Terms of Reference.

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**Attachments:** Draft Terms of Reference for PACT and SBEC

## Terms of Reference

### Policy Advocacy Coordination Team (PACT)

#### Team Mandate:

The mandate of the Committee is to:

- Coordinate the means in which specific issues and concerns that are political in nature are addressed, i.e. require discussions with various levels of governments: cities, municipalities, provincial, and federal.
- Identify emerging issues in our industry specifically related to the practice of architecture in Ontario and coordinating the advancement of those issues in order that practices have fair and transparent condition in which to operate.
- Coordinate existing and future ongoing OAA committees' and sub-committees' work toward achieving maximum effectiveness through the monitoring of priorities and inter-communication.

Methodology: Based on a triage approach – what's important; what's less or somewhat important; what's not important -- the committee will identify methods of gathering information about issues, advancing concerns, and initiatives to governments and the membership. For example:

- Soliciting members' issues and concerns using venues such as e-bulletins and the website
- Creating Roundtable Discussions centering on specific issues, concerns, and initiatives
- Making presentations to various existing and potential stakeholders
- Establishing audiences with various levels of governments, including Ministers, Directors, etc.

#### Team Membership:

*The Team is comprised of:*

*Vice President, Strategic*

*President*

*Vice President, Practice*

*1 Councillor*

*3 Members at Large, one of who is an **Intern Architect***

The composition of the Team will be reviewed annually.

*OAA Staff support to be provided by:*

*Manager Policy & Government Relations*

**Reporting to Council and Deliverable:**

The Team will be prepared to provide reports to the Council at regularly scheduled meeting through the Vice President Strategic.

**Budget**

The annual Committee budget will be set by Council as approved in the OAA Annual Budget.

**Meetings:**

Meetings of the Team can be held in person via conference call or electronically if appropriate to do so.

February 19, 2021



## **Terms of Reference (Revised February 2021)**

### **OAA Sustainable Built Environments Committee**

#### **Overarching Committee Objectives and Goals:**

The OAA's Sustainable Built Environments Committee serves in an advisory role to the Council and Committees of the OAA on sustainable design and environmental issues as they relate to the built environment. The Committee analyses, reviews and recommends opportunities where the OAA can lead and the architectural profession can evolve and respond to the climate crisis as it builds.

#### **Committee Objectives:**

1. To ensure that sustainability is integrated in all of the work that the OAA undertakes
2. To collaborate with overlapping Committees and Task Groups
3. To disseminate information about environmentally responsible and resilient design and construction amongst OAA Committees, Task Groups and general membership

The Committee is also committed to Advancing research of Indigenous peoples, Indigenous worldviews, traditional teachings, theories, practices, knowledges, histories, and their relationships to Canadian Society.

#### **Committee Mandate:**

**The Committee will achieve its overall objectives through the following initiatives:**

1. Recognize the importance of the goals set by the International Panel on Climate Change. SBEC continues to advocate for the goals of 2030 Challenge, and will review and ensure that the Committee stays current as the International Panel on Climate moves forward with new goals.
2. Provide greater clarity around the issue of sustainable built environments as well as guiding principles and/or policies for the architectural profession to follow.
3. Provide options for Council's consideration relative to advancing the principles and goals around Sustainable Built Environments by developing member knowledge, skills and understanding of sustainable design as related to all aspects of the architectural profession including the identification and/or creation of tools and resources to support members incorporating sustainable design principles into their practices and projects.
4. Collaborate with OAA Committees and Task Groups in order to ensure that sustainability is a part of the work that each Committee/Task Group is undertaking, and assist in identifying OAA standard documents, forms, checklists and resources that require updating with necessary elements to deal with sustainable design. SBEC will work with the Communications Committee to ensure effective communication about sustainability to OAA members.

#### **Committee Membership:**

**The Committee is comprised of:**



**Ontario Association  
of Architects**

111 Moatfield Drive  
Toronto, ON M3B 3L6  
Canada

416-449-6898  
oaamail@oaa.on.ca  
oaa.on.ca

*1-2 Members of Council*

*A minimum of 4 Members at Large*

*2 representatives from each of the Schools of Architecture (only 1 rep is required at each meeting)*

**1 Intern Architect**

*Industry representatives/resources or association members as deemed appropriate*

**Additionally, SBEC strongly welcomes participation from Indigenous peoples in Canada, and will always reserve a minimum of one seat to accommodate participation and knowledge sharing.**

The Chair is appointed annually and serves at the pleasure of Council – Chair is required to provide information and prepare reports for Council in collaboration with the Council representative on SBEC.

SBEC Council representative is required to report to Council and seek their approval about projects that SBEC is undertaking.

Support to SBEC to be provided by Policy & Government Relations Staff.

The Climate Stability section of the OAA Website will be available to the committee to promote the guiding principles of Sustainable Built Environments to OAA members, local societies, government, and client groups.

Term on Committee:

In accordance with the OAA Council Policy on *Appointments to Committees and as Representatives to Outside Orgs.*, members are appointed to serve for a term of three years. An individual may be appointed for a maximum of two consecutive terms.

Committee members who miss three consecutive meetings, without just cause, will be asked to step down from the Committee.

Members of the Committee will be appointed by OAA Council and vacancies on the Committee will be advertised to the membership via e-bulletin. Attempts will be made to ensure a good cross section of architects based on practice size, industry sector of employment, experience relative to sustainable design, etc.

Reporting to Council:

SBEC will report to Council through the Vice President Strategic. Regular reporting will occur during scheduled Council meetings and will be facilitated through the Vice President Strategic. The Vice President Strategic will be responsible for bringing items forward to Council for their approval as appropriate.

Budget:

The annual Committee budget will be set by Council as approved in the OAA Annual Budget.

Meetings:

Meetings will be held 6 to 8 times per year, or as otherwise deemed necessary.

Meetings of the Committee can be held via conference call or electronically if appropriate to do so.

February 22, 2021

DRAFT



Ontario Association  
of Architects

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oaa.on.ca

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 4.7

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristi Doyle, Executive Director

**Date:** February 24, 2021

**Subject: Terms of Reference Equity, Diversity & Inclusivity and Reconciliation Report Review Working Group**

**Objective:** Council to approve the a terms of reference to establish a Working Group which will consider the Reports and Recommendations of the Truth & Reconciliation Task Group as well as OAA's Equity, Diversity and Inclusivity Roundtables.

---

As a reminder, Council approved a motion in December 2020 to receive the final report from the Truth and Reconciliation Working Group and that it be brought forward for further discussion to the priority planning session.

Included in this Council package, under a separate agenda item, is the final report & recommendations of the OAA's roundtables on Equity, Diversity and Inclusivity held last November.

In concert with ongoing discussion and integration of equity, diversity and inclusivity across all facets of the OAA, it has been suggested that the Roundtable report and recommendations be considered in concert with the Truth and Reconciliation Task Group report and recommendations.

In order to ensure that both these files move forward in a timely manner, the proposed draft terms of reference to establish a Working Group are attached for consideration. These terms have been developed in consultation with the President and Immediate Past President.



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**Action:** Council to consider approval of the terms of reference to establish a Working Group to further review the reports of the Truth & Reconciliation Task Group and the OAA's roundtables on Equity, Diversity and Inclusivity.

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**Attachments:** Terms of Reference - Equity, Diversity & Inclusivity and Reconciliation Reports Review Working Group

## Terms of Reference

### Working Group to Consider the Reports and Recommendations from the Truth & Reconciliation Working Group and the OAA Roundtables on Equity, Diversity & Inclusivity

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#### MANDATE

The Working Group is established at the direction of OAA Council and in response to the Report from the Truth & Reconciliation Working Group and the Report resulting from the OAA's Equity, Diversity and Inclusivity Roundtables.

Following Council's receipt of these two Reports, the Working Group will review each report and their accompanying recommendations with a view to:

- providing Council with direction and guidance in terms of adoption/approval of the specific recommendations in each report;
- providing a timeline for implementation of those recommendations that are identified for approval;
- providing a general understanding of the resources both human and financial that will be required to implement these recommendations; and,
- providing general understanding of how the success of each recommendation can be measured and the extent to which a plan for ongoing maintenance is required.

#### RESPONSIBILITIES

The Working Group shall:

- i) conduct its work in a manner that is consistent with the OAA's goals and objectives around equity, diversity and inclusion as well as accessibility.
- ii) ensure that in addition to the two reports, gender issues are included and considered in the context of the addressing equity, diversity and inclusivity.
- iii) identify where there may be overlap in the recommendations made within the individual reports and how/if those recommendations may be combined to increase effect or efficiency.
- iv) assess the viability of the recommendations against the OAA's Vision, Mission, and Mandate including primary and secondary objectives as set out in the *Architects Act*.
- v) assess the recommendations against the stated mandate, goals and objectives of OAA Council and priorities.

- vi) understand the impact of the recommendations against the resources required to implement.
- vii) provide a written Report and Recommendations to Council at the conclusion of its mandate.
- viii) coordinate and/or liaise with other resources in order to conduct their work including staff, legal counsel, members of the OAA and others as appropriate.

## **ACCOUNTABILITY**

The Working Group is accountable to Council to operate in accordance with the Act, the regulations and by-laws under the Act and in accordance with the policies and budgetary constraints of the Association established by Council. Meeting of the Working Group will be held virtually and as such costs will be minimal. The Working Group will identify where funding may be required to carry out their work and advance a budget request to Council accordingly.

## **COMPOSITION**

The working group shall be Chaired by the President of the Association and the composition shall reflect Council's objectives around equity, diversity and inclusivity.

In addition to the Chair, the Working Group will include 3 additional members which will include champions for each of the reports as well as women's issues.

The Executive Director and Executive Assistant, Executive Services will provide staff support to the Working Group.

## **TIMEFRAME and REPORTING**

The Working Group will provide regular updates at each meeting of OAA Council.

The final Report and Recommendations will be presented at the September meeting of Council.

The Working Group will be sunset upon receipt of the final Report and Recommendations.

*February 24, 2021*

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 4.8



**REPORT TO OAA COUNCIL  
MARCH 2021**

**1. Governance**

There is a vacancy on the OAAAS Board of Directors as a result of the decision of Nicola Russo to step down. The Board is recommending that **Christine Braun, Licensed Technologist OAA**, Senior Project Manager, BGIS Global Integrated Services in Thunder Bay be appointed to fill the vacancy.

Ms. Braun was interviewed during the search for members interested in joining the Board as part of last month's governance renewal. She was a very strong candidate who did not move forward only because of the limited number of available positions. She is unanimously recommended by the Board to serve the balance of the term as an OAA appointee.

**2. College Architectural Technology Program Certification**

The OAAAS initiative, in partnership with the province's colleges, to develop an appropriate certification system for the architectural technology programs is moving forward. After a meeting and follow-up exchanges, the Executive Director of Technology Accreditation Canada (TAC) has tabled a recommendation for consideration by TAC's Board in the next few weeks.

The core proposition is that the colleges and OAAAS will collaborate to develop the appropriate benchmarks and standards for the college three-year architectural technology programs. TAC will organize and conduct the evaluations on an ongoing basis. Hopefully, the process can be launched in the next school year if TAC agrees and we can find key college representatives to work with us on the standard-setting.

**3. Member Growth Continues**

OAAA continues to have strong membership growth. In 2020, 31 new members joined, the highest number since 2012. Already this year, we have welcomed 14 more, in what is usually not our peak recruitment period. Seven members have been certified as Lic.Tech.OAAs in the past eight weeks.

Garry Neil  
Executive Director | Registrar  
February 22, 2021

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 5.1

**To: OAA Council**

Susan Spiegel  
J. William Birdsell  
Donald Chen  
Gordon Erskine  
Jennifer King  
Kathleen Kurtin  
Michelle Longlade  
Lara J. McKendrick  
Deo M. Paquette  
Gaganjot Singh  
Settimo Vilardi

Farida Abu-Bakare  
Heather Breeze  
Barry Cline  
Paul Hastings  
Natasha Krickhan  
Jeffrey Laberge  
Agata Mancini  
Elaine Mintz  
Kristiana Schuhmann  
Andrew Thomson

**From:** Kristi Doyle, Executive Director and Erik Missio, Communications Manager

**Date:** February 23, 2021

**Subject:** OAA Website Update

**Objective:** To provide a status update on completion of the OAA's new website and any outstanding deficiencies

---

As directed by OAA Council at the January 21 meeting, Association staff met virtually with the OAA's website consultant Enginess on January 29 and February 19 to discuss and review the Website deficiency list, which include the issues raised by Council. Staff stressed the level of concern raised by members of Council, and pressed for clear timelines on the resolution of a number of key issues and outstanding deliverables.

The following core priority items were identified and deadlines established for resolution.

## Member Directory

Enginess has been working with the OAA's iMIS consultant, Visual Antidote, over the last several months to upgrade the Association's database system to a newer version that will be integrated with the Website.

Currently, there are inconsistent results and missing records on the Member Directory. As an example, John Doe may be listed one day, disappear the next, and then return the following day. As listing licensed members and Certificates of Practice holders is of utmost importance from a public interest and regulatory perspective, OAA staff added a line to the Find an Architect site, encouraging



people to directly contact the Office of the Registrar in order to accurately ascertain whether an individual was an architect or Licensed Technologist OAA. This was always intended, of course, as a temporary measure.

The consultants have confirmed that system upgrades will resolve the existing functionality issues. Implementation and launch is on target for completion in early March, at which point the issue should be resolved.

Once the iMIS upgrades are completed and the Member Directory is working as expected, Discipline History will be added to member and practice profiles. This had been one of the outstanding items for completion. The projected completion timeline is mid-April 2021.

### **Search Pagination Results**

Since launch there has been a site-wide issue with pagination. This means that when selecting the “next” or “previous” button for the next round of, for example, search results, would *not* take you to the top of the new page—this could be extremely confusing. The situation is now corrected, so that when you click the next button on the bottom of the page, it takes you to the top of the page.

The expected results are now working well in the People, Docs & Pubs, News, Events, Government Relations, and Practice Advisory Knowledge Base modules, as well as in the main site search.

### **Site-Wide Search Enhancements**

A new version of the website’s Content Management System (CMS) is currently undergoing testing and expected to be launched in mid to late March. Enginess has advised that Version 8 of the CMS will provide greatly increased flexibility in terms of page indexing. Therefore, many of the pages like News, Events listing, etc. will show in the main Search results, which will improve overall search effectiveness and, ultimately, make it far easier to find the sought pages or resources on the OAA Website. Staff will continue to monitor this development closely to ensure the results are as expected.

The full list of deficiencies is attached for Council’s information, along with timelines for resolution.

### **Ongoing Development**

In addition to resolving these core issues, Association staff continue to share with the consultants the feedback that has been submitted through the Online Suggestion Box and emails. Refinement of tags for Documents & Publications and the Practice Advisory Knowledge Base continues on a staff basis, as does monitoring through Google Analytics to improve outside search engine optimization. Further, custom URL-shorteners are in place to tighten addresses—for example, <https://oaa.on.ca/Queens-Park-Picks> can be addressed simply by typing “oaa.on.ca/qpp.” Similar shorthands can be applied as desired.

OAA staff continue to regularly meet with Enginess and will work to ensure adherence to the proposed timelines for the resolution of the deficiencies list while ongoing improvements and maintenance continue. The goal remains making certain information can clearly and easily be found on the website, for

both members and the public. Further updates will be provided to the OAA Communications Committee and included for Council knowledge in those regular reports.

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**Action:** For information only.

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**Attachments:** Website Deficiencies List\_Feb 18 2021\_Final.pdf

## OAA Website Issues/Deficiency List

	Sections/Page on Website	Issue Observed	Status	Completion Date
1	Member Directory	Select number of Member and Practice records appear, disappear, and reappear on the Member Directory Search. Inconsistent search results,	<b>In Progress</b> - Issue caused by the older version of iMIS; upgrade in progress.	early March 2021
2	Member Directory/Discipline History	Member Directory Search: Discipline history to be included for all Members and Practices.	<b>In Progress</b> - Once iMIS upgrade is complete and the Member Directory working 100 per cent as expected, Discipline History will be added.	April 2021
3	Site Wide Search	Site-wide Search <b>does not find/return results for main landing module pages.</b> (If searching for "Events," "News," "Government Relations," or "Practice Advisory Knowledge Base," main landing pages for these sections do not appear on the main search.)	<b>In Progress</b> - Enginess working on version 8 of the website's content management system (CMS), which should improve search functionality.	early March 2021
4	Site Wide Search	Site-wide Search to include/find content <b>from all modules</b> found on the Website including News, Events, Government Relations, etc.	<b>In Progress</b> - Enginess working on version 8 of CMS, which should improve search functionality.	mid March 2021
5	Document Search	Search issue: When searching for a document by a common name, it doesn't appearing in the results--for example, "Four Walls."	<b>In Progress</b> - Enginess working on version 8 of CMS, which should improve search functionality.	mid March 2021
6	Main Search Pagination	Using the PREV-1-2-3-Next buttons does not put you on the top of the next or previous page. On the last page, the end of the contact list isn't even on screen.	<b>Complete</b> in the People, Docs & Pubs, News, Events, Government Relations, Practice Advisory Knowledge Base modules and the Site-wide search.	Feb. 24, 2021
7	ConEd Opportunities and Archives	Events prior to July 2018 should be disabled and not visible on the site. Archive events are automatically removed.	<b>In Progress</b> - Manual unpublishing currently required.	early March 2021
8	Content Management System (CMS) - Notification emails	Website Administrators are not receiving automatic notification emails when new submissions (e.g. online complaints) or ads are submitted to the Website.	<b>In Progress</b> - Configuration in email setup had changed. Velocity (the OAA's offsite IT support) had adjusted to meet the email providers guidelines. However, this is still an issue. Currently open with Velocity's Jeff for further investigation.	mid March 2021
9	Content Management System (CMS) - Classifieds/Government Relations	Classified tags are duplicated when published. (This issue also occurs in the Government Relations Portal.)	<b>In Progress</b> - The Enginess team is working on trying to replicate this issue so its development team can work on a fix.	mid March 2021





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## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM: 5.2

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristi Doyle, Executive Director

**Date:** February 24, 2021

**Subject:** Results of Licensed Technologist OAA Title Survey

**Objective:** To update Council regarding the results of the Licensed Technologist OAA Survey regarding a title change.

---

Council approved the following motion at its November meeting directing the administration of a survey to our Licensed Technologist OAA members:

*It was moved by Gammond and seconded by Birdsell that Council reconfirm its support for the proposal, as presented by the Ontario Association for Applied Architectural Sciences (OAAAS) in March 2019, to change the current title for OAA's technologist members from 'Licensed Technologist OAA' to 'Licensed Architectural Technologist, OAA'; and, that staff be directed to move ahead with the survey of Licensed Technologist OAA members to gauge their support for this title change.*

The survey was distributed on January 14 with a closing deadline of February 1. The survey was distributed to 141 Licensed Technologist OAA members, with a response rate of 53%. The survey contained only two questions for respondents: support for the change in title to Licensed Architectural Technologist OAA (yes/no), and whether they had any additional comments (an opened ended question). Of those that responded, 75% were in favour of the title change.

Attached is a graphic representation of the survey result as well as summary of the comments and feedback received. As discussed with Executive Committee, the raw comments have been summarized in order to preserve the anonymity of respondents.

Based on this feedback, and previous Council approval in support of the title change, Council should consider next steps in affecting this change. The existing title is established by policy and therefore Council has the ability to make that change without regulatory or legislative changes. Timing would need to be considered however, as well as, a number of tangential issues that go along with such a change. For example, communications to various audiences, updating of a multitude of OAA documents, transition time for those licensed members to adopt the change, etc. It is suggested that one option to further this change would be to include the above noted issues within the context of the OAA Technology Program Review Working Group and as part of its work.

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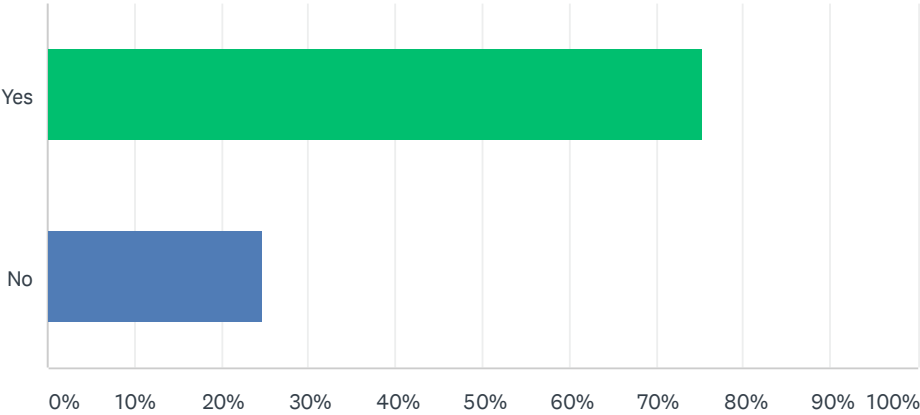
**Action:** Council is asked to receive the results of the Licensed Technologist OAA survey re. title change; to reconfirm its support to move forward with the title change; and, consider including the discussion around next steps in the context of the OAA Technology Program Review Working Group.

---

**Attachments:** OAA Licensed Technologist OAA Survey Results

# Q1 Do you support changing the title from Licensed Technologist OAA to Licensed Architectural Technologist OAA?

Answered: 65    Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	75.38%	49
No	24.62%	16
TOTAL		65

**When asked their thoughts about “changing the title from *Licensed Technologist OAA* to *Licensed Architectural Technologist OAA*,” 75.4 per cent of participating LicTechOAA members said they supported the move.** While this three-quarters statistic suggests an emphatic majority embrace the possibility, it is important to note there were nuanced comments shared—some anonymous and some self-identified—suggesting there is **more work to be done before finalizing a specific title**. Regularly in the comments, the phrase “a step closer” or “change in the right direction” show the evolution is appreciated, but may not be yet perfect.

**The three main issues** that continually arose among the 46 comments offered were:

- **clarity** (i.e. does the title offer sufficient understanding for the public?);
- **brevity** (i.e. is the new title unwieldy?); and
- **parity** (i.e. does the new title parallel that of architects and, hypothetically, any other licensed members that could be part of the OAA in the future?).

More than one participant also requested should the name change take place, these members should receive **new certificates or seals**, as appropriate.

### **Clarity**

*“It is a step closer, but people will still require the explanation of what we do.”*

*“Any improvement in the public’s understanding of the designation is a good thing.”*

*“This is a welcome change ... it acknowledges what we do and it gets rid of any ambiguity that exists with out current title.”*

The inclusion of the word “architectural” was appreciated for clarifying the individual’s expertise, as “not everyone knows immediately what OAA stands for.” It was largely agreed that it would be important to better delineate this profession from other disciplines using the term technologist. One wrote, “architectural technologist” should be indivisible.

While not directly specific to the survey question, it should be noted some respondents used their comments to share larger frustrations with the general understanding of the work of Licensed Technologists OAA amongst clients and municipalities, citing they were overlooked in comparison with BCIN holders. The concern was adding “architectural” would not be enough to change this situation.

### **Brevity**

*“Adding “Architectural” will only add more confusion with the MAATO designation—not to mention that this in no way makes it more consistent with other industry titles, as no other designation has 37 characters!”*

*“Having both “Licensed” and “OAA” together seems redundant. If OAA is part of the title, then it should be understood that the individual met the requirements to be licensed.”*

*“Does this mean the designation will now be longer than my name on email signatures?”*

One big item that was continually raised, in the face of the length of the proposed title, was the need for an approved, consistent abbreviation. Suggestions included LATOAA, LAT.OAA, LT.OAA, and Lic.Arch.Tech.OAA. Some commenters asked if there was a way to refer to the “Licensed Architectural Technologist OAA” in OAA documents and contracts without having to include “OAA” every single time. This issue of practicality ties in very closely with the next main category of parity.

### **Parity**

*“The new title is certainly better than the original, but the term “licensed” seems unnecessary. That reference does not apply to Architects, [so] I would recommend simply Architectural Technologist OAA. The “OAA” would suggest, as it does with Architects, that the individual, although the scope differs, is a licensed professional in good standing with the OAA.”*

*“I support the majority of the new title except I believe the OAA at the end is not necessary. I am not aware that any other licensed professional is required to state which organization they are licensed by in their designation.”*

The main wording issue, linked with the topic of brevity, came up with whether or not both “licensed” and “OAA” were needed. Several pointed out architects do not refer to themselves as “Licensed Architects OAA.” The need for consistency across OAA licensed member types was stressed.

As one respondent put it:

*“Designation of “OAA” should not be a part of the title. That is, if it is eventually added into the Architect Act, the designation should be “Architectural Technologist” and “Architect” and [hypothetically] “Interior Designer.” The prefix is the status (Licensed, Honorary, Retired, Non-practising), the suffix is the OAA designation used in the same manner as prescribed in the Council Policy on its use (which would be updated). If Council requires that “Licensed” be used, then this can be done through a Council Policy. If it’s in the Act, then it would be required and you could end up with a strange scenario where one is a “Retired Licensed Architectural Technologist”. Are they retired or licensed?” ... How do we ensure public understanding? Simple: make all the rules consistent and equitably describe the member titles on the website.”*

In addition to the statuses listed, this need for consistency would also apply to interns and students along the path to licensure.

## President's Log

Date	Event/Meeting	Location	Attendees	Time
January 27	Meeting w/Presenter re Planning Session	Virtual meeting	w/C.Mietkiewicz, K.Doyle	1:30-2:30pm
January 28	Governance Committee	Virtual meeting	w/committee members	10-11am
February 1	Meeting with City of Toronto CBO	Virtual meeting	roundtable w/industry reps	11am-12 noon
February 3	OPPI Briefing	Virtual meeting	w/C.Mietkiewicz, K.Doyle	10:30-11:30am
February 3	Toronto Sun Interview on Queen's Park Picks	Virtual meeting	w/OAAAS Board	2-2:30pm
February 3	OAAAS Meeting of the Founder	Virtual meeting	w/Reporter Dianne Daniel	11-12:00pm
February 4-5	OAA Priority Planning Session	Virtual meeting	w/Council	
February 10	Edit/Develop Letter of Support for Laurentian			
February 11	Edit Article for OBOA Journal			
February 11	Edit Document 'Resources for Building Officials Working w/Architects'			
February 11	Edit Letter to MMAH Minister re Congregate Facilities and OBC			
February 12	Post-Planning Session Meeting	Virtual meeting	w/Executive Committee	3-5pm
February 16	Awards Jury Day	Virtual meeting	w/Jury members	9:30am-12:30pm
February 17	Executive Committee Meeting	Virtual meeting	w/Executive Committee	11am-1pm
February 18	PACT Meeting	Virtual meeting	w/committee members	1-4pm
February 18	FRAP - Education Content Working Group	Virtual meeting	w/committee members	10-12pm
February 23	Toronto CBO Will Johnston Follow up meeting	Virtual meeting	roundtable w/industry reps	11-12:30pm
February 23	OAA/OPPI Meeting	Virtual meeting	w/K.Doyle,A.Tracey, OPPI Reps	2-3pm
February 24	Executive Meeting - Priorities	Virtual meeting	w/Executive	10-11am
February 24	Communications Staff Meeting	Virtual meeting	w/Kristi and Communications staff	1-2pm
February 25	ProDem Board meeting	Virtual meeting	w/OAA Reps	8:30-12:30pm
February 25	OAA/ARIDO Task Group Meeting	Virtual meeting	w/OAA Reps	1:30-3pm
March 3	Pre-Council dinner	Virtual meeting	w/Council	6-8pm
March 4	Council Meeting	Virtual meeting	w/Council	9:30am-4pm

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.1.b

**To: Council**

Kathleen Kurtin	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Jeffrey Laberge	Michelle Longlade
Agata Mancini	Lara J. McKendrick
Elaine Mintz	Deo M. Paquette
Kristiana Schuhmann	Gaganjot Singh
Susan Spiegel	Andrew Thomson
Settimo Vilardi	

**From:** Kristi Doyle, Executive Director

**Date:** February 25, 2021

**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 and which have not been reported elsewhere in the Council package since the January meeting.

## Internal and Administration

I have been working along side OAA Manager of Finance during the conduct of the Annual Audit. The Audit Committee will meet on March 1 to review the Audit Report in preparation for the March 4 Council meeting.

I continue to conduct a general staff meeting once a week as well as my individual meetings with the various service areas.

We held a full team leads meeting on February 21.

I have spent a fair amount of time since January preparing for the OAA's Operational Review including engagement of a consultant. I am happy to advise that the project will officially begin on Monday March 1. This project will consume a chunk of my time over the next couple of months.

OAA staff have now moved to the use of the full Zoom communications suite which includes telephone capabilities, internal chat as well as a personal zoom account for each staff member.

## **OAA Activities/Policy and Industry Relations**

Myself and Bruce Palmer, CEO & President of Pro-Demnity Insurance Company met on February 4 for our regular monthly meeting.

On February 8, The Immediate Past President and I attended the second meeting of the new EABO reset. The meeting was very productive and work is moving ahead on the three priorities that the group had agreed to focus on: professional coordination; consistency in forms, applications, and processes; and, professional seals – authentication, forgery and enforcement against illegal practice.

As reported at previous meetings, I had 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. The OAA had sent a letter of support as well a commitment of in kind contribution. I have been advised by the organizers that the grant application has been accepted and will be moved to the next phase. This could be an important strategic alliance if the project moves ahead.

## **National Initiatives**

Completion of the new Canadian Handbook of Practice (CHOP) is on track for publication at the end of this month. A draft news release announcing the launch of the new CHOP has been circulated to the CALA Administrators and will be issued by RAIC shortly.

I will be participating in a virtual meeting of the Tri-National Mutual Recognition Agreement Monitoring Committee on March 15, 2021 along with representatives from NCARB in the US and CONARC in Mexico.

A meeting of the Administrators of the Canadian Architectural Licensing Authorities (CALA) is scheduled for March 25 to further the work on the incorporation of CALA.

The online offering of the Examination for Architects in Canada (ExAC) is now complete. The national committee will be providing a de-briefing to the members of CALA shortly.

**Action:** For information only. No action is required.

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**Attachments:** None



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## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.1.c

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** OAA Building Committee  
Sheena Sharp, Chair  
Kathleen Kurtin, Immediate Past President  
Gord Erskine, Councillor  
Deo Paquette, Councillor  
Andy Thomson, Councillor

**Date:** February 22, 2021

**Subject:** Update from OAA Building Committee

**Objective:** To provide Council with an update on activities of the Building Committee.

---

The next meeting of the Committee is scheduled for March 2. On the agenda is:

- an update on the final contract payment/close out
- ongoing maintenance contracts for various new systems and components
- permit close out and final occupancy.

For further consideration by the Committee later this year will be a capital reserve fund study as well as landscaping options for the Headquarters.

**Action:** For information only.

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**Attachments:** None

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.1.d

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Governance Committee

Kathleen Kurtin, Chair	Michelle Longlade
Jeffrey Laberge	Elaine Mintz
Susan Speigel	

**Date:** March 4, 2021

**Subject:** **Update on OAA Governance Committee Operational Review RFP**

**Objective:** To provide Council with and update on recent activities of the Governance Committee

---

On January 12, 2021, the OAA's Operational Review RFP was released to Charity Village and CSAE as well as emailed to several candidates directly.

Twenty-three consultants responded to the RFP. A shortlisting process was conducted and on February 11, four candidate firms were interviewed.

After the interview process, a preferred candidate was selected based on QBS, and reference checks were performed.

As of February 23, a letter of engagement is in place and a working group has been formed to support the process and deliverables.

As part of the project methodology both staff and members of Council will be asked to participate in some manner.

Expectation remains to have the Operational Review completed by the end of May 2021.

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**Action:** No action required at this time.

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**Attachments:** No attachments.

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.1.e

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Susan Speigel, President  
Gord Erskine, Councillor  
Agata Mancini, Senior Vice President & Treasurer

**Date:** February 22, 2021

**Subject:** Update on Activities of the Joint OAA/ARIDO Task Group

**Objective:** To provide Council with an update on recent activities related to the work of the Joint OAA/ARIDO Task Group and the regulation of interior design under the *Architects Act*.

---

Since the last report, the current status of the file remains in a holding pattern from a government perspective regarding the regulation of interior design under the *Architects Act*. ARIDO, however, continues with their work to update and enhance their work experience requirements and reporting process. ARIDO intends to launch their new work experience requirement in early April.

OAA representatives of the joint Task Group are scheduled to meet on February 25 to review ARIDO's final draft of the new work experience requirements. The OAA's involvement in the revisions to the experience requirements for ARIDO's intern members has been an important piece in this joint effort as it will reflect one of the requirements to become licensed as an interior designer under the *Architects Act*.

**Action:** For information only.

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**Attachments:** None

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.1.f

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From: OAA Technology Program Review Working Group**

Susan Speigel, President  
Kathleen Kurtin, Immediate Past President  
Jennifer King, Vice President Communications  
Gord Erskine, Councillor  
Elaine Mintz, LGIC  
Rick Mateljan, OAAAS President

**Date:** February 22, 2021

**Subject: Update on establishment of the OAA Technology Program Review Working Group**

**Objective:** To provide Council with an update on the establishment of the OAA Technology Program Review Working Group

---

The terms of reference for the newly formed Working Group (WG) were approved by Council at its January 21 meeting. Based on discussion with the President and consideration of the required composition of the WG, the OAA members of the WG were quickly identified, as noted above. Shortly thereafter, OAAAS advised that their representative to the Group would be OAAAS President Rick Mateljan. OAA Executive Director, Doyle and Registrar, Mills will serve as resources to the WG along with OAAAS Executive Director, Garry Neil.

With the Working Group now constituted, March 11 has been set as the date for its first meeting. Staff have provided some background information to the members of the WG and continue to compile additional information in anticipation of the work of the group.

**Action:** For information only.

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**Attachments:** None

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.3.a

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristiana Schuhmann, Vice President, Strategic

**PACT Committee Members:**

Kristiana Schuhmann	Len Abelman
Toon Dreessen	Arnav Garde
Susan Spiegel	Settimo Vilardi

**Date:** February 19, 2021

**Subject:** Update on activities under the Vice President, Strategic portfolio

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

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[One Ontario](#)

[Large Firms Meetings with City of Toronto Chief Building Official and Chief Planner](#)

[Bill 197 and MZOs](#)

[Terms of Reference](#)

[Pre-budget Submissions](#)

[City of Toronto Broader Construction Association Consultation Group \(BCACG\)](#)

[Construction Design Alliance of Ontario \(CDAO\)](#)

PACT met last on February 18, 2021. The remaining meeting of this Committee for 2021 have not yet been scheduled.

## **One Ontario**

Arash Shahi, President and CEO of AECO Innovation Labs, provided a brief presentation to PACT about One Ontario. PACT agreed to compile a list of questions for Mr. Shahi to respond to. Mr. Shahi will also provide PACT with examples of existing systems like the One Ontario model. Upon receipt of his responses, PACT will develop a recommendation to Council about whether the OAA should support One Ontario.

## **Large Firms Meetings with City of Toronto Chief Building Official and Chief Planner**

Since the beginning of this year, the large firms group has had the opportunity to meet with both Will Johnston, Chief Building Official, and Gregg Lintern, Chief Planner, from the City of Toronto. The group meets next with Mr. Johnston on February 23, 2021. Meetings with Mr. Johnston are very well received by the large firm representatives and the changes that the Building Department is working on appear to demonstrate its commitment to an improved client experience and more transparent processes.

## **Bill 197 and MZOs**

PACT remains very keen to find out more about Minister's Zoning Orders (MZOs) before advancing a position to Council on these. Plans are in the works to set a meeting with Ministry of Municipal Affairs and Housing staff to gain a deeper understanding of these. The Committee hopes to advance a position to Council at your April meeting.

## **Terms of Reference**

The Committee has reviewed its terms of reference and would like to propose a small amendment. More information on this is contained elsewhere in the Council package.

## **Pre-budget Submissions**

In response to the provincial government's pre-budget consultation, the OAA recommended that Ontario should adopt Qualifications-Based Selection and reform Site Plan Approval. There will be opportunities for the Association to comment on additional budget matters later this spring.

## **City of Toronto Broader Construction Association Consultation Group (BCACG)**

The BCACG will have its first meeting of 2021 on March 9.

As a follow-up to comments sent on the City's Professional Services and Professional Evaluation (PSPE), OAA staff attended a meeting on February 19 to discuss concerns and recommendations. A follow up meeting is anticipated.

### Construction Design Alliance of Ontario (CDAO)

CDAO last met January 26, 2021 to discuss updates from the members, COVID-19, strategic goals, and the Ryerson research project on quality of documents. On the latter, the CDAO Board have received a rough draft of the report—the bulk of which constituted statistical analysis. CDAO is working with researchers to develop the “so what” about impacts on clients and the importance of pre-project investment. A final report is anticipated for issuance in the spring.

CDAO held a joint meeting with IO and Metrolinx on February 12, 2021. Unfortunately, IO’s key representative was unable to attend so the conversation focused on various Metrolinx updates and requests to the construction community.

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**Action:** None. For information only.

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**Attachments:** 2021 Pre-budget submission



For more than a decade, the OAA has advocated for governments at all levels to adopt Qualifications-Based Selection (QBS) as its method for procuring architectural services. We've been joined by the Royal Architectural Institute of Canada, Professional Engineers of Ontario, Association of Consulting Engineer Companies Ontario, Engineers Canada, and other professional organizations representing hundreds of thousands of professionals for the built environment in recommending QBS.

We commend the federal government for undertaking a QBS pilot to collect operational data. QBS has endorsed federally at least as early as 2006, when the Government of Canada, National Research Council and Federation of Canadian Municipalities jointly released an edition of the National Guide to Sustainable Municipal Infrastructure entitled "Selecting a Professional Consultant".

This document found that low bid procurement "is not appropriate for professional consulting services", arguing that the "recommended best practice" is "a competitive qualifications-based process". It noted that design typically represents only "1 to 2 percent of the overall lifecycle cost of a project" yet its "impact on both construction costs and operations/maintenance costs is significant". The document found that a small investment of an additional \$40,000 in design costs on an \$11.2M project would "return savings in a ratio of 11:1" (or \$450,000 over the lifecycle of the asset).

The document found that any requirement "to bid fees in a proposal call does not achieve the expected outcomes", focusing the consultant on "how to minimize fees to win the assignment" instead of "how to deliver a service that will add the most value for the client". It flags this as "a serious problem, as it minimizes or even eliminates the 'value-added' services that an owner should be seeking in all professional consulting assignments". The document concludes that QBS "raises the quality of consulting services", helping to "identify long-term, cost-effective solutions". Ultimately, this allows government to "reap the benefits of well-defined projects that take advantage of innovations and technical advice that will minimize lifecycle costs."

The concept of QBS is not revolutionary. QBS has been enshrined as the mandatory method of procuring architectural and engineering services in the United States since the enactment of the *Brooks Act* in 1973. 46 states have QBS laws with agencies in 3 others all adhering to a QBS procurement process. Hundreds of American municipalities have also adopted QBS.

QBS is also not foreign to the provincial government. Indeed, the provincial agency, Metrolinx, has previously used QBS for some of its procurement. As the government undertakes a modernization of procurement, QBS should be front and centre in these efforts. At a minimum, the government should commit to commencing a well-structured data-collection pilot project across a number of RFPs similar to the current process undertaken by the federal government.



The OAA argues the Government of Ontario must commit to fix the province's broken Site Plan Approval (SPA) process. This will save Ontario in excess of \$1 billion annually and will help to address the province's housing affordability crisis.

While the OAA commends initial efforts by the government to reform SPA through Schedule 10 of the *Restoring Ontario's Competitiveness Act, 2019*, these targeted revisions became collateral damage when the Schedule was removed from the legislation. Since then, no further measures have been brought forward though reforms remain critically needed.

The OAA has been pushing for changes to the SPA for almost a decade, commissioning two reports to quantify the economic impact of the delays that result from this broken process. Both received widespread endorsement and these recommendations have been picked up by other organizations throughout the industry. However, the SPA process remains unchanged.

The 2013 report, [\*A Review of the Site Plan Approval Process in Ontario\*](#), found that on a 100-unit condominium development, each month spent in SPA costs a homebuyer \$2,375 per unit. For all stakeholders involved in a single project – including government from lost tax revenue – the total cost per month spent in SPA can be almost \$500,000.

The 2018 report, [\*Site Plan Delay Analysis\*](#), quantified the cumulative cost of site plan delays for the province. This report found a staggering projected cost of \$100 million per month (over \$1 billion annually), ultimately borne by homeowners, businesses, industry and the government itself.

This is not without consequence, in terms of affordability and competition. The World Bank's [\*Doing Business 2020\*](#) report, ranks Canada 64<sup>th</sup> on 'ease of dealing with construction permits'. As this ranking is based on data collected in Ontario, it can be considered synonymous for the province. This places us far behind most G7 and G12 nations including the United States (ranked 24<sup>th</sup>). Ontario is slower, takes more steps, yet achieves no better building quality.

Through SPA reform, this government can cut red tape by reducing inefficiencies in housing development, contributing to the creation of a sustainable housing market, and recovering a \$1 billion in lost revenue for the province.

In order to improve the SPA process, the government should:

*Restore Section 41 exclusions of the Planning Act* so that planners can focus on technical issues related to the public realm.

- *Set and enforce a new timeline* that requires municipalities to issue an approval or refusal of an application before the 30<sup>th</sup> day of its review. Currently, municipalities are compelled to issue a decision on site plan application within 30 days under Section 41(12) of the *Planning Act*; however, this deadline is widely disregarded.
- *Implement independent adjudication of resubmitted applications* in cases where a municipality has advised, in writing, that the applicant has failed to resolve the deficiencies identified in the first submission.
- *Increase accountability to the public* by giving municipalities the statutory authority, through the *Planning Act*, to require architectural recognition as a condition of SPA.



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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.3.b

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Sustainable Built Environment Committee (SBEC)

Kristiana Schuhmann	Cheryl Atkinson
Shannon Bassett	Terri Boake
Evelyne Bouchard	Karl van Es
Mariana Esponda	Joy Henderson
Vivian Lee	Veronica Madonna
Mae Shaban	Erik Skouris
Andy Thomson	Geoff Turnbull

**Date:** February 23, 2021

**Subject:** Sustainable Built Environment Committee (SBEC) update

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

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[Toronto 2030 District](#)

[TEUI Calculator](#)

[Terms of Reference](#)

[Workforce 2030](#)

[Canadian Architect Articles](#)

[SBEC Committee Membership](#)

SBEC met last on February 10, 2021. The Committee is currently developing a meeting schedule for the remainder of the year and the next meeting is tentatively on March 18, 2021.

### **Toronto 2030 District**

The Toronto 2030 District was successful in their application for IESO funding. The OAA has been informed that the 2030 District has moved ahead with their incorporation. OAA Rep Sheena Sharp will prepare a report to Council for the May meeting in terms of what this means moving forward.

### **TEUI Calculator**

The development of the TEUI calculator is nearing completion. Before it is launched to the membership and public, SBEC will beta test it to confirm it is ready.

### **Terms of Reference**

The Committee has reviewed its terms of reference and would like to propose a small amendment. More information on this is contained elsewhere in the Council package.

### **Workforce 2030**

At its first meeting of 2021, the Workforce 2030 coalition broadly discussed how efforts in green education and funding can be combined in order to have a greater impact across the entire design and construction industry.

### **Canadian Architect Articles**

The first of four articles authored by SBEC members was published in the February issue of [Canadian Architect](#). This article on retrofitting old masonry buildings was well-received and got some pick up in social media, notably by Kristyn Wong Tam as part of her objection to the redevelopment of the Toronto Foundry site.

### **SBEC Committee Membership**

Evelyne Bouchard, who was appointed to SBEC as an Industry Representative for a three-year term ending December 31, 2022, has resigned from the Committee due to a heavy workload. She has offered to remain a contact and information source for all updates related to Passive House Canada.

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**Action:** None. For information only.

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**Attachments:** None

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## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.3.c

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Kristi Doyle, Executive Director

**Date:** February 23, 2021

**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 appeal to the OMB (now LPAT)

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The OAA's appeal of City of Toronto Zoning By-law 569-2013 (the harmonized zoning by-law) began in 2013, started by members who specialize in residential projects in Toronto. They had independently attended hearings and made deputations, but sought support from the OAA. Council agreed to back the appeal on the grounds that Toronto represents roughly half our membership, it sets precedents that are disseminated across the province, and there is a strong public interest aspect in ensuring that municipalities follow the law. Without being challenged, municipalities can, and sometimes do, get away with flaunting the law. The members who originated the issue continue to remain active with the case today.

As it currently stands, the OAA secured a preliminary win through a March 2018 ruling. The OMB member determined that the City of Toronto's decrease to heights was not consistent with the Official Plan and that the character of neighbourhoods could not be maintained. The Board suggested that all parties try to come to an agreed solution. At the time, the City had suggested a 1m increase, while appellants had suggested 1.8m.

The parties have not yet been able to reach a resolution and, while hearings did resume in October 2019, they were quickly adjourned after the City of Toronto's

expert witness suffered a medical incident. The hearings were then rescheduled to November 2019 but, following the resignation of the presiding tribunal member, were deferred again into March 2020. The hearings were again disrupted due to COVID-19.

At last update, the hearings were yet to be rescheduled. These have now been scheduled to occur via a remote hearing between March 5 – March 17, 2021.

The OAA, OAA legal counsel (Ron Kanter), and expert witnesses met virtually to coordinate next steps on January 9, 2021. Mr. Kanter is now working with our expert witnesses to finish preparing evidence for this final round of hearings.

Due to the accessible nature of the hearings now that they are online, the OAA has requested a link that can be shared allowing interested members to observe the proceedings.

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**Action:** No action required

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**Attachments:** None

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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.4.a

**To: OAA Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From: Communications Committee**

Jennifer King	Farida Abu-Bakare
Bill Birdsell	Carl Knipfel
Joël León	Elaine Mintz
Arezo Talebzadeh	

**Date:** February 23, 2021

**Subject: Communications Committee Update**

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

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## Highlights

At the January 21, 2021 Council meeting, Jennifer King was named the new Vice President Communications. With her as chair of the Communications Committee, that group's first meeting was scheduled for Tuesday, March 2. Among the topics on the agenda are decisions regarding the seven requests for Special Project Funding (SPF) from Local Architectural Societies and the 13 requests for Public Awareness Sponsorship support. For the latter program, if any of the chosen submitters have asks higher than \$9,999, the matter will be brought before Council at its next meeting.

Given the Committee meeting had not occurred in time to be included, this short report will cover updates from OAA staff.

## OAA Website

As directed by Council at the January 21, 2021 meeting, OAA staff has worked with Enginess, the Website consultant, to review and consolidate the deficiencies

list. A report on the completion status, outstanding deficiencies, and expected deadlines have been included as a separate report.

#### *Web Updates (January - February 2021)*

- Council governance and updated headshot photos;
- ConEd End of Cycle and Webinar Series updates and revisions;
- SHIFT Website/Awards & jury updates;
- Honourary Membership; and
- Conference updates.

#### *Upcoming Priorities*

- Search engine enhancement/upgrades;
- Member Directory enhancement/upgrades;
- Updating discipline history on the Member Directory;
- Graphic standard review; and
- Accessibility training.

### **Service Awards**

A total of 14 eligible submissions were received for the 2021 Service Awards. The Service Awards [jury](#) met on February 16 to determine the recipient of the [G. Randy Roberts Service Award](#) and the new inductees to the OAA [Honour Roll](#). With those decisions now made, recipients will be recognized as part of the 2021 virtual Conference Week taking place in May. Discussions on how to share information about the winners with both the membership and the wider public are ongoing.

### **SHIFT Challenge**

Thirty-five eligible submissions were entered into the OAA's [SHIFT2021 Resiliency/Architecture Challenge](#). This number is only five fewer than in SHIFT's debut year, despite the pressures of the pandemic and the absence of a third-party communications consultant. While David Bowick had to bow out due to unexpected work commitments, the remaining members of the [SHIFT Jury](#) reviewed all of the submission text, images, and videos. They met virtually on February 16, working with jury facilitator and OAA Past-President Toon Dreessen to determine this year's selections, ultimately choosing five such projects that will be shared with the public and membership in advance of the Conference.

Additionally, OAA staff have been in contact with IQ Media (publishers of *Canadian Architect*) as well as conference-planners MCC to discuss related aspects of SHIFT—a book publication and a virtual gala, respectively.

### **Conference**

For an in-depth look at current planning for the OAA's Conference Week, see the associated memo elsewhere in this Council package.



## E-communications

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

- Regulatory Notices pertaining to fines associated with noncompliance for the 2018–2020 OAA Continuing Education program;
- reminders about invoices for practice and individual renewal fees (separate emails for licensed, retired, student, and intern architect members);
- two RFP Alerts;
- update information for those OAA Intern Architects enrolled to take this year's ExAC;
- an email encouraging members to nominate individuals for G. Randy Roberts Service Award for Honour Roll; and
- notice of a survey about possible title changes for Licensed Technologists OAA.

A media release was also shared with mainstream and trade industry press about the naming of new OAA President, Susan Spiegel.

At the time of this report's writing, special news bulletins related to the OAA's demographic survey, a revised ConEd category, and the launch of the TEUI site, notice of June's virtual Annual General Meeting as well as a *Practice Advisory* e-newsletter are planned for March, along with the usual *OAA News* newsletters and scheduled reminders regarding practice invoices.

## Social Media

On **Instagram** and **Facebook**, posts and stories were used to share updates on the OAA's newly elected executive officers, the 2021 OAA Webinar Series, nominations for Honorary Members, SHIFT Challenge, nominations for Service Awards Program and Honour Roll, OAA Self-Study Learning Series, Public Awareness Sponsorship program, updates on council meetings, 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 registration and submission deadlines, information about the pandemic's impact on the profession, council meeting updates, and more. Many events were retweeted from sources such as DesignTO, TSA, and RAIC. Other retweets included award programs/competitions, OAA Webinar Series, 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 where content has been shared, alongside audience data for reach, engagement, and impressions.



Followers: 5,980 (**up 278 from last month**)  
Average Post Audience: 1,912



Followers: 7,552 (**up 40 from last month**)  
Total Likes: 8,367 (138 up from 8,229)



Followers: 2,268 (**up 23 from last month**)  
Total Likes: 1,945 (17 up from 1,928)






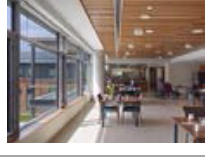


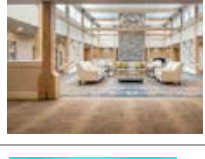

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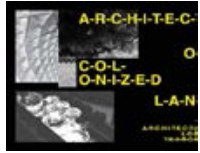


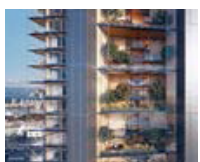





**Action:** For information only.

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**Attachments:** OAA Content Activity Chart February 2021.pdf











## OAA Content Amplification Activity (June 9, 2020 - February 23, 2021)














					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
Congregate Living	Feb. 21	Book of the week: "Blueprint for a Hack: Leveraging Informal" by Susane Havelka, Vikram Bhatt, Dave Harlander, Jeff Cossette.		OAA	✓		✓	✓	1,739	25	158	1	520	0
	Feb. 19	How Five Major Cities Are Boldly Tackling Climate Change		Azure Magazine	✓		✓	✓	2,514	95	138	0	2,984	8
Equity, Diversity, & Inclusion	Feb. 18	Building Diversity Awards		Construct Connect	✓		✓	✓	823	6	128	2	1,549	5
Congregate Living	Feb. 16	How to Plan and Manage Sustainable Urbanization in Fast-Growing Cities? The Global Future Cities Program		ArchDaily	✓		✓	✓	1,041	18	184	1	4,998	15
Equity, Diversity, & Inclusion	Feb. 14	Podcast of the week: "The Need for Architecture That Enables, Not Disables" by the ARCHITECT		OAA	✓		✓	✓	1,231	19	163	1	512	2
Congregate Living	Feb. 12	Pandemic effect: Long-term care homes		Canadian Architect	✓			✓	1,207	25	152	1		
Equity, Diversity, & Inclusion	Feb. 9	Roundtable on the topic of the Black Lives Matter in the workplace		CCDI	✓		✓	✓	650	13	123	1	708	4
Equity, Diversity, & Inclusion	Feb. 7	Book of the week: "Race and Modern Architecture" by Irene Cheng, Charles L. Davis II, and Mabel O. Wilson		OAA	✓		✓	✓	1,418	35	142	0	535	3
Congregate Living	Feb. 4	How will Senior Living Facilities Change After COVID-19?		Architect	✓		✓	✓	873	21	137	0	717	3
Equity, Diversity, & Inclusion	Feb. 4	Universal Design: Transforming How We Think About Accessibility		Azure Magazine	✓		✓	✓	2,057	81	201	1	2,192	6

					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
Congregate Living	Feb. 3	"The current crisis has exposed the structural shortcomings of our healthcare systems"		Dezeen	✓		✓	✓	2,057	81	201	1	2,192	6
Equity, Diversity, & Inclusion	Feb. 1	C-A-L-L # 2: Architecture on Colonized Land		Azure Magazine	✓		✓	✓	1,307	33	139	1	1,993	3
Equity, Diversity, & Inclusion	Jan. 31	Podcast of the week: "Primaverarch" by Architecture is Political.		OAA	✓		✓	✓	1,454	33	167	1	458	1
Equity, Diversity, & Inclusion	Jan. 29	CCDI Webinar: Moving the needle from equity to justice		CCDI	✓		✓	✓	854	16	147	1	546	4
Congregate Living	Jan. 29	Pandemic effect: Climate crisis		Canadian Architect	✓		✓	✓	1,392	41	170	1	1,358	8
Equity, Diversity, & Inclusion	Jan. 29	Volunteer Opportunities		RAIC	✓		✓	✓	1,193	19	141	1	1,259	0
Congregate Living	Jan. 25	Architecture: Connecting to nature in the city		The Vancouver Sun	✓		✓	✓	1,578	50	184	1	518	3
Equity, Diversity, & Inclusion	Jan. 24	Book of the week: "Gender Studies in Architecture: Space, Power and Difference" by Dörte Kuhlmann		OAA	✓		✓	✓	1,739	30	168	0	661	3
Congregate Living	Jan. 22	"A non-healthcare building converted to a patient care space is not quite a hospital"		Dezeen	✓		✓	✓	880	16	181	2	677	1
Equity, Diversity, & Inclusion	Jan. 17	Podcast of the week: "On Racial Inequality in AEC, with Karen Compton" by the Archinect.		OAA	✓		✓	✓	1,152	13	165	2	8,722	5







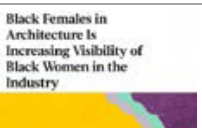


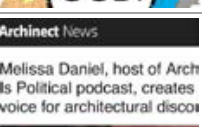



## OAA Content Amplification Activity (June 9, 2020 - January 12, 2021)

					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	Jan. 10	Book of the week: "Gender Space Architecture: An Interdisciplinary Introduction"		OAA	✓		✓	✓	1,083	16	1	1	614	2
	Jan. 8	A Celebration of the Accessibility Acts of Canada and the US		RAIC	✓		✓	✓	750	10	2	0	832	4
Concgregate Living	Jan. 5	Alternative Healthcare Facilities: Architects Mobilize their Creativity in Fight against COVID-19		ArchDaily	✓		✓	✓	1,704	43	7	2	651	3
Equity, Diversity, & Inclusion	Jan. 3	Podcast of the week: "Addressing Our Own Bias to Design Better" by the ARCHITECT		OAA	✓		✓	✓	1,301	11	5	0	757	3
Concgregate Living	Dec. 30	Community Centers for Displaced Populations		ArchDaily	✓		✓	✓	2,634	87	8	2	365	1
Equity, Diversity, & Inclusion	Dec. 23	This Digital Library Is Bringing Overdue Recognition to Marginalized Designers		Architectural Digest	✓		✓	✓	1,632	41	3	2	416	1
Concgregate Living	Dec. 20	Book of the week: "Design for Health: Sustainable Approaches to Therapeutic Architecture" by Terri Peters		OAA	✓		✓	✓	1,652	30	1	1	2,265	4
Equity, Diversity, & Inclusion	Dec. 17	CCDI Webinar: Diversity and inclusion fundamentals		CCDI	✓		✓	✓	975	17	1	1	513	4
Concgregate Living	Dec. 16	Refugee Camps: From Temporary Settlements to Permanent Dwellings		ArchDaily	✓		✓	✓	1,339	41	2	1	475	1
Equity, Diversity, & Inclusion	Dec. 12	Podcast of the week "The Nexus: Toni Griffinurbanist"		OAA	✓		✓	✓	1,155	13	1	1	479	0













					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	Dec. 10	Overlooked; A Reflection on Progress and Equality of Women in Architecture		Archinect	✓		✓	✓	847	32	0	0	473	5
	Dec. 8	Edmonton civic leaders lay out blueprint for a more equitable, inclusive post-pandemic city		Canadian Architect	✓		✓	✓	966	19	3	2	541	4
	Dec. 6	Book of the week: "Designing Inclusive Futures" edited by Peter Robinson, Patrick Langdon		OAA	✓		✓	✓	781	13	5	1	810	3
Congregate Living	Dec. 3	Editorial: Reforming Justice Architecture		Canadian Architect	✓		✓	✓	840	19	0	0	1,232	4
	Dec. 2	Cascade of sky gardens to crown Shenzhen children's hospital by B+H Architects		Dezeen	✓			✓	1,211	41	2	1		
Equity, Diversity, & Inclusion	Dec. 1	Lived Experiences in Architecture		RAIC	✓		✓	✓	561	9	1	0	450	1
Congregate Living	Nov.29	Podcast of the week: "Giving Refugee Communities the Design They Deserve"		OAA	✓		✓	✓	1,011	16	2	1	476	1
Equity, Diversity, & Inclusion	Nov. 25	Editorial: Let's Talk About Race		Canadian Architect	✓		✓	✓	792	22	7	2	708	6
	Nov. 24	Addressing power dynamics for inclusive leadership		CCDI	✓		✓	✓	534	8	2	0	424	1
	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	Book of the week: "White Papers, Black Marks: Architecture, Race, Culture"		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		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










					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. 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	Architects Doing their Bit: 5 Architecture-Related Organisations for		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
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





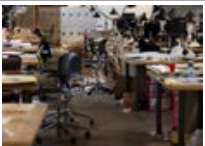







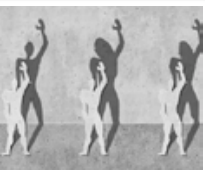


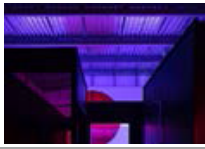







					Multi-platform strategy: Published on OAA Platform									
					Membership / Public Engagement #'s									
					Instagram		Facebook		Twitter					
Title:	Posted on:	Title:	Image	Source:	Instagram	OAA.chat	Twitter	Facebook	Reach	Likes	Engage	Likes	Impression	Likes
<b>Congregate Living</b>	Oct. 25	The Hospital of Today – and Tomorrow – is Rapidly Deployable		Azure	✓	✓	✓	✓	1,083	34	2	1	542	3
<b>Equity Diversity, &amp; Inclusion</b>	Oct. 24	A Change is Proposed for this Site: A Short Story About Urban Inequity		Dezeen	✓	✓	✓	✓	1,267	57	4	1	1,514	5
	Oct. 23	Book of the week: Mismatch: How Inclusion Shapes Design Kat Holmes		OAA	✓	✓	✓	✓	770	14	3	1	742	7
	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?"		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		Archinect	✓	✓	✓	✓	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 Outdoors"		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	OAA.chat	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"		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!		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		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		aiany women in architecture	✓		✓	✓	636	15	7	1	408	0
	Sep. 30	Disability and Design: what makes a building accessible?		RIBA	✓	✓	✓	✓	743	27	8	2	397	1
	Sep. 29	The Big Questions on Race with John Amaechi OBE		RIBA	✓	✓	✓	✓	867	26	8	1	536	1
	Sep. 26	Book of the week: "Mismatch: How Inclusion Shapes Design" by Kat Holmes		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
	Sep. 24	"Our tips make people feel quite uncomfortable" says architecture diversity platform Sound Advice		Dezeen	✓	✓	✓	✓	905	26	5	1	547	4
	Sep. 23	Pride in Architecture		RIBA	✓	✓	✓	✓	795	19	0	0	140	6

					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. 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		AIANY	✓	✓	✓	✓	619	19	1	1	304	1
	Sep. 14	Building Anti-Racist Practices for Recruitment, Hiring and Retention		Jodi-Ann Burey	✓	✓	✓	✓	494	15	0	0	274	2
	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

					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. 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
	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
Equity, Diversity, & Inclusion	Aug. 17	Voices of Equity, Diversity, and Inclusion (EDI)		AIA	✓	✓	✓	✓	860	22	1	1	885	4

					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	Aug. 15	Architecture is Yet to Come to Terms with Trans Bodies		Faild Architecture	✓			✓	1,560	77	2	2		
	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
	June. 18	Towards an Empathetic Architecture: Embracing Diversity & Inclusion		OAA, Amir Azadeh	✓		✓	✓	1,442	92	5	3	665	10
	June. 9	Annabel Vaughan		BEAT	✓			✓	1,895	57	11	9		

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## Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.4.b

**To: Council**

Susan Speigel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From: Conference Task Group**

Jennifer King	Natasha Krickhan
Agata Mancini	

**Date:** February 23, 2021

**Subject:** 2021 OAA Conference

**Objective:** To update Council regarding the ongoing planning related to the 2021 OAA Conference.

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Planning continues on the OAA's virtual Conference events for the year, including the designated **Conference Week of May 17 through 21**. Association staff are closely working with planners, Moore Carlyle Consulting (MCC), and getting feedback from Senior Vice President & Treasurer Agata Mancini, and VPs Communications and Education, Jennifer King and Natasha Krickhan, to ensure adherence to the accelerated timelines.

### Branding

To continue to maximize exposure to the OAA's new logo for both the membership and the general public, Conference branding will rely on the icon/wordmark, paired with this year's theme.



The image above was used in the February 18 edition of the *OAA News*, which offered a brief description of the planned events and encouraged members to “save the date.” It, along with a reverse white-on-black version, will also be the basis for banner “ads” on the **OAA Website**, as well as in **social media posts** on Facebook, Instagram, Twitter, and LinkedIn.

### **Sponsorship**

Sponsorship information packages have been completed by MCC, who has already begun selling by going to the 2020 supporters first on a first-right-of-refusal basis. Virtual packages range from the entry level of **\$1500** to the top tier of **\$10,000**.

### **Continuing Education**

The intent is to have a carefully curated selection of **six must-attend ConEd sessions** with exciting and/or relevant topics and high-profile expert speakers. By paying their registration, OAA members would have access to the entire week’s educational offerings on an all-inclusive basis. At the time this memo was written, two events have already been confirmed. **Christine Williamson of Building Science Fight Club** will be leading one session, while an expert from **Pro-Demnity Insurance Co.** will be exploring the issue of Managing Risk (working title). MCC staff is continuing to working through the details for these two sessions as well as secure other ConEd events, with more information on the formats provided shortly. Other topics are in development and coming along well.

### **April Keynote**

The goal for this year’s Keynote is to host it in **mid- to late April** as a virtual event, and then use it as the **kick-off launch for registration to Conference Week itself**. The suggested date is within the range of April 19 to 23 (after the “March” Break which was postponed due to the pandemic), which is approximately a month out from that week in May. Given the virtual nature of the

Conference, this is likely more than enough time—MCC has suggested data shows registrations are typically closer to the date than in-person events.

OAA staff has liaised with speaker bureaus to determine ideal candidates who can speak to the Cultivate Inclusivity theme. Suggestions have also been provided by members of the OAA Communications Committee. Staff is now confirming availability among those on the shortlist. The expectation is the free Keynote will be 45 to 50 minutes on the theme, along with five minutes for an introduction by the OAA President, along with a few minutes of recognition of the sponsor, the call to action to register, intros, etc.

The plan is to simulcast the Zoom webinar to YouTube (for one-time streaming, subject to the presenter's allowances). Offering two ways to watch ensures the “general public” option is available and easily accessible, while OAA members seeking ConEd credits will also have a path to do this easily. (As some speakers do not allow YouTube, it may need to be a free Zoom webinar that makes the most sense.)

At the end of the session, attendees will be invited to register for Conference—this will also be the launch date that we are advertising to register. Such an approach ties the event to the Conference with a call to action.

### Plenary

OAA staff has been coordinating a plenary panel for Conference Week. Tentatively titled, “**The Value of Zero: Investing in Carbon-Free Design**,” the event will be free and open to both OAA members and the wider public, but also specifically targeting those in the finance and government sectors. Many architects are already aware of the significant economic and environmental advantages of improving carbon performance in new and existing buildings. This plenary’s goal is to broadcast these advantages beyond the profession so policy experts and decision-makers in finance and government sectors can be better positioned to offer solutions to address climate stability. The moderated panel discussion will focus on infrastructure and offer a pathway to Canada’s post-pandemic green economy. Currently, **climate change expert, author and clean-technology venture capitalist [Tom Rand](#), architect [Joanne McCallum](#), and Toronto senior policy planner Lisa King** are confirmed, with another speaker and a journalist-moderator are being finalized.

### Tours

Preliminary conversations have also begun regarding **virtual tours, which will be included with Conference registration**. MCC is working with OAA staff to review some of the tour ideas submitted in the fall when the Conference was being envisioned as an in-person event. Further, the Niagara Society of Architects has been approached about possible ideas later in the year. The current plan is to have **one virtual tour in late March, a few during Conference Week, and then others throughout the year**. Outdoor tours



scheduled for the summer and fall could well include an in-person, small-size component, depending on health and safety rules at the time.

### **Recognition “Lunch”**

Discussion has begun about a special recognition event online that would be open to members, their families, and the wider public. Among those being recognized would be the recipients of the **OAAAS Student Awards**, the new names added to the **OAA Honour Roll**, and the 2021 G. **Randy Roberts Service Award** winner. This event will also acknowledge the **Newly Licensed Members** since the previous year’s AGM.

### **SHIFT2021**

The Conference Week will also include a free, public **SHIFT Gala**. Earlier this month, the jury named its selected projects for the SHIFT2021 Resiliency/Architecture Challenge. These names will be communicated in advance of the event, which will be accessible to the public and include deeper looks at these chosen ideas, taking some nods from the approach to last year’s Celebration of Excellence. SHIFT participants will also be featured in individual webinars or digital events later in the year.

Like the plenary, the SHIFT event in particular will target interest and attendance among the general public, **supported by social media outreach and media releases to trade and mainstream sources**.

Additionally, the **now lecture**, which involves a talk from the previous year’s Best Emerging Practice, is also tentatively being explored for the fall.

### **Miscellaneous**

Updates to Conference-related text continue to be made. MCC is narrowing down, and working through, the features of the preferred platform(s) as well as the logistics in getting plans in place for the Conference days as well as the adjacent events.

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**Action:** None. For information only.

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**Attachments:** None



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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.5.a

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Paul Hastings Vice President Regulatory, Christie Mills Registrar

**Date:** March 4, 2021

**Subject:** Activities Under the Registrar January 1, 2021–February 18, 2021

**Objective:** Statistical Update

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**Experience Requirements Committee (ERC):** No ERC interviews were undertaken during this period. The next scheduled interview is February 23, 2021. This will be a fully remote interview via Zoom hosted by Arbitration Place. Depending on provincial health regulations the interviews may return to a hybrid model for March 2021.

**Complaints Committee:** 8 complaints are currently before the Complaints Committee.

**Public Interest Review Committee (PIRC):** No meetings were held to date in 2021.

**Discipline Committee:** 2 Discipline Committee hearings were held during this period where members and holders were found guilty. Outstanding hearings will move forward using the virtual platform if it is agreeable to all parties. There are 14 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 pending.

**Registration Committee:** There is one appeal awaiting decision from the Divisional Court hearing January 25, 2021.

**Act Enforcement:** Since the last report 8 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.

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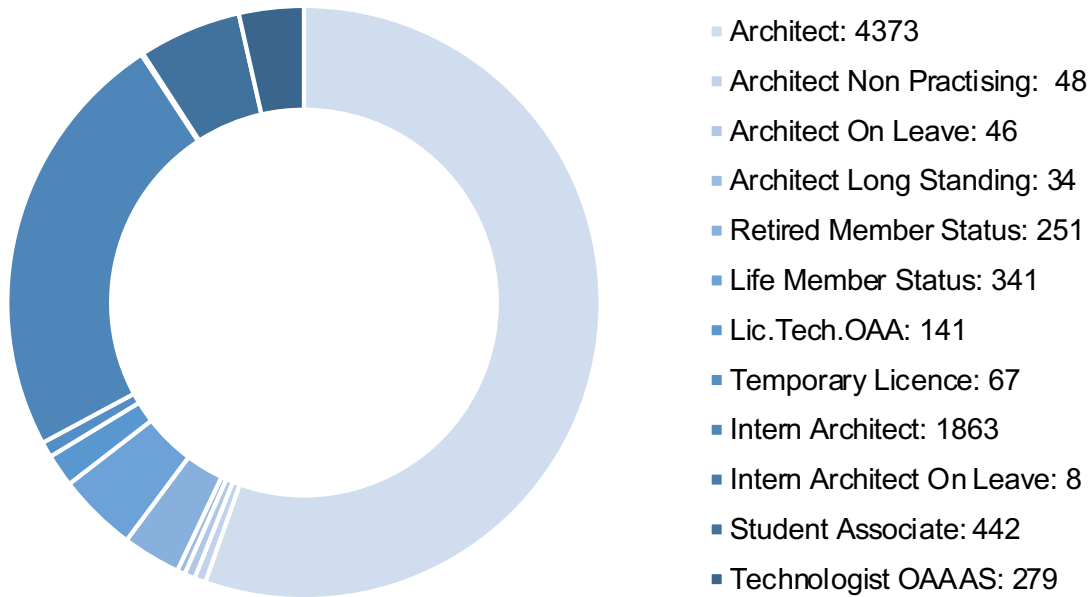
**Action:** None. For Information Only.

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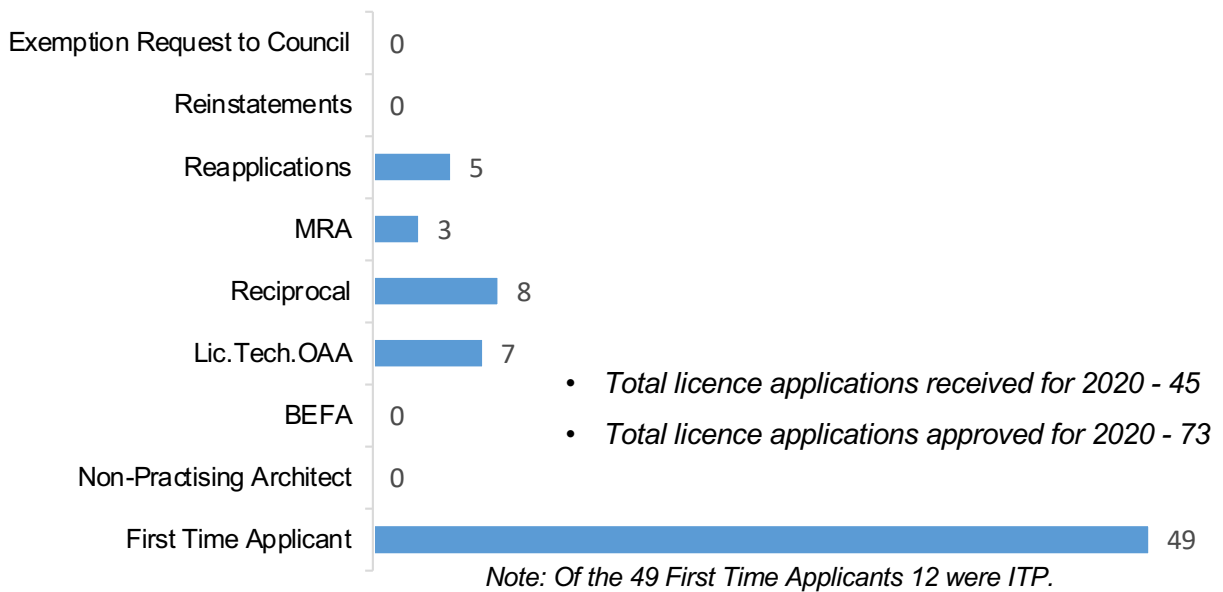
**Attachments:** Appendix: Activities Under the Registrar Statistics

**Membership as of February 18, 2020**

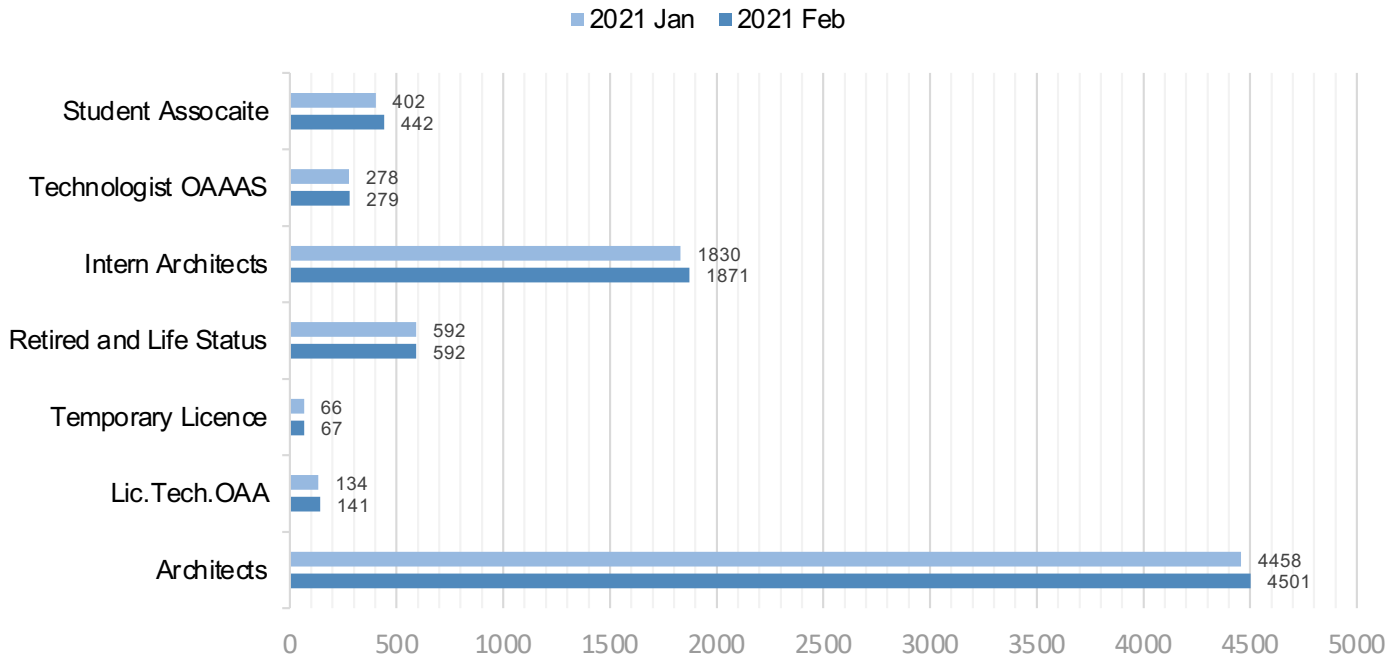
OAA Individual Status Distribution



Licence Application Approval Distribution for period Jan 1, 2021 – Feb 18, 2021



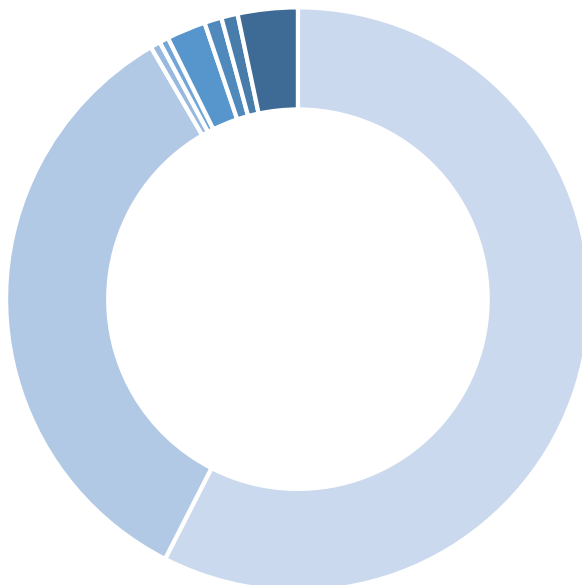
### Growth in Individual Status for period Jan 1, 2021 – Feb 18, 2021



- *Total Intern Architect Applications Received for the period - 78*
- *Total Student Associate Applications Received for the period - 40*

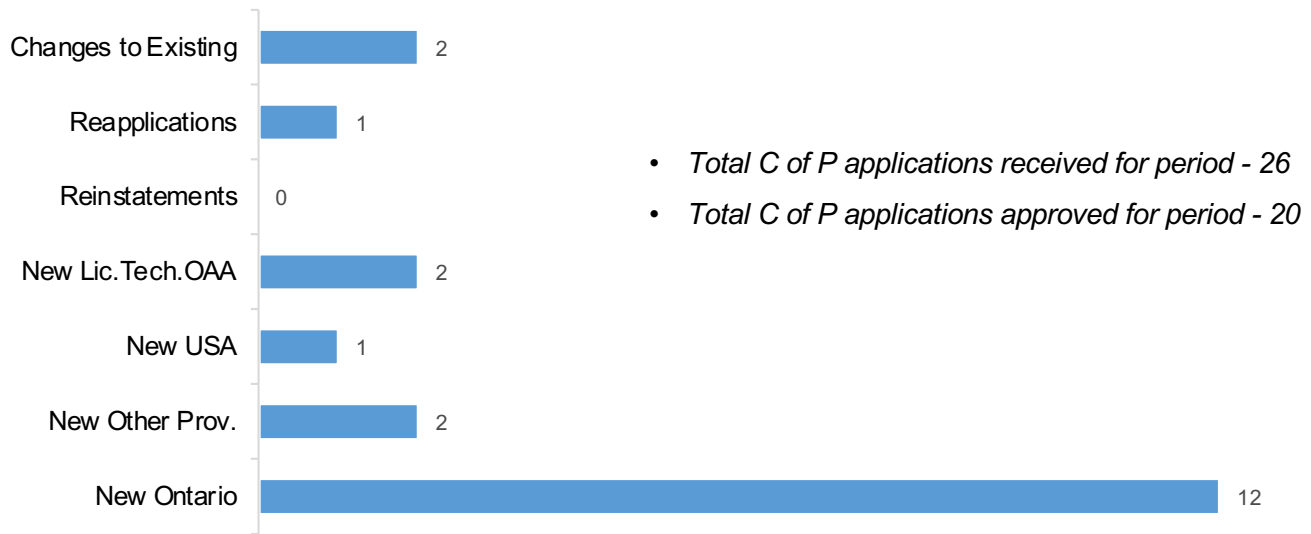
### **Certificate of Practice as of February 18, 2021**

#### OAA Certificate of Practice Distribution

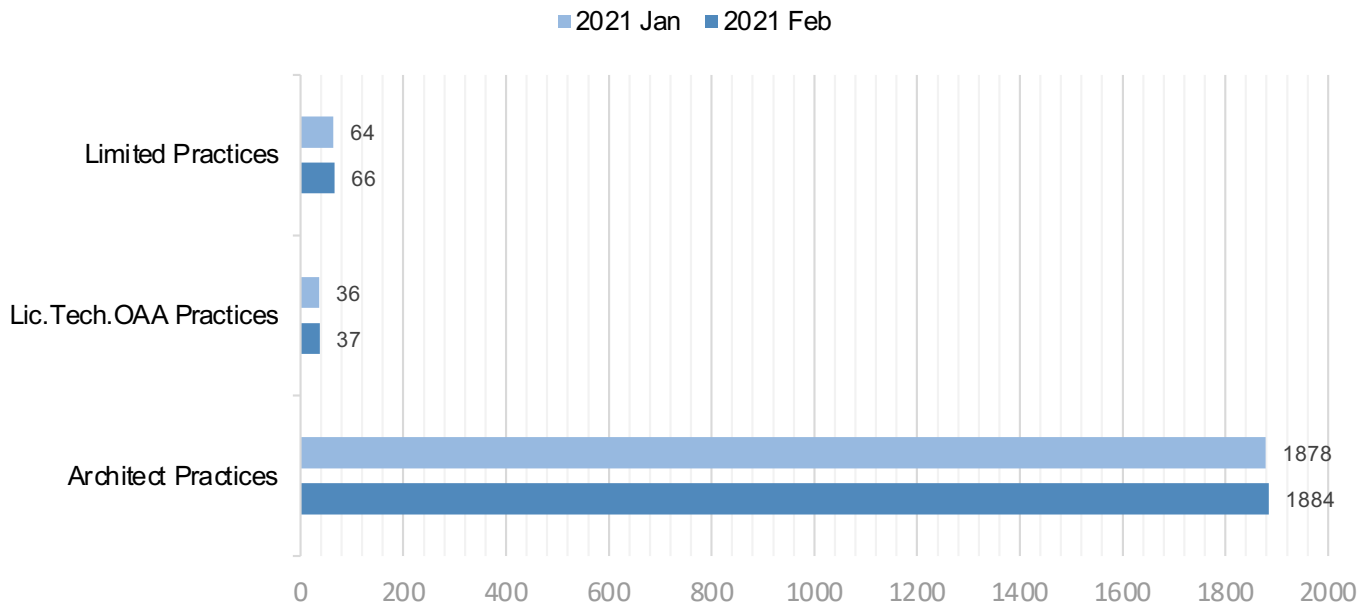


- Architect Corporation: 1143
- Architect Sole Proprietor: 677
- Architect Partnership of Corp: 11
- Architect Partnership of Members: 10
- Architect Partnership: 43
- Lic. Tech. OAA Corporation: 19
- Lic. Tech. OAA Sole Proprietor: 18
- Limited Practice: 66

Practice Application Approval Distribution period Jan 1, 2021 – Feb 18, 2021



Growth in Certificate of Practice period Jan 1, 2021 – Feb 18, 2021



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# Memorandum

FOR COUNCIL MEETING

March 4, 2021

(open)

ITEM 6.6.a

**To: Council**

Susan Spiegel	Farida Abu-Bakare
J. William Birdsell	Heather Breeze
Donald Chen	Barry Cline
Gordon Erskine	Paul Hastings
Jennifer King	Natasha Krickhan
Kathleen Kurtin	Jeffrey Laberge
Michelle Longlade	Agata Mancini
Lara J. McKendrick	Elaine Mintz
Deo M. Paquette	Kristiana Schuhmann
Gaganjot Singh	Andrew Thomson
Settimo Vilardi	

**From:** Settimo Vilardi, Vice President Practice

**Date:** February 24, 2021

**Subject:** Report from Vice President Practice

**Objective:** To update Council on activities of the Practice Portfolio

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## Activities Report – Vice President Practice

- OAA Planning Session: February 4-5, 2021
- OAA Executive Committee Meeting: February 17, 2021
- OAA PACT Meeting: February 18, 2021
- OAA Educational Content Working Group - FRAP Review: February 18, 2021, January 20, 2021, December 22, 2020
- MMAH Information Session – Covid-19: February 12, 2021
- MMAH Building Code Services Transformation – Stakeholder Engagement Session (Funding the AA): February 9, 2021
- ProDemnity Board Meeting, February 25, 2021, CGRN Subcommittee January 27, 2021

## Activities Report – COVID-19 Webpage

Latest updates to webpage reflect the announcement of the Government of Ontario to [transition some of the public health regions out of the shutdown and into a revised COVID-19 Response Framework](#).

## Activities Report – Practice Advisory Services (Key Items)

OAA Hotline: PAS received about 233 calls since beginning of 2021 (between January 4, 2021 to February 12, 2021) 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 7 RFPs have been reviewed since January 2021. One RFP alert has been issued since Council last met (between January 1st, 2021 to February 12, 2021) with a total of 1 RFP alert since January 2021.

Meeting with City of Toronto Procurement – February 19, 2021: The OAA (Manager, Policy and Government and PAS) met with Mike Pacholok, head of Procurement at City of Toronto alongside other stakeholders for a brief discussion to follow-up on City of Toronto's Consulting Agreements. OAA is preparing information for the city about problematic contract language as well as other resources about the *Architects Act* and liability insurance. It is anticipated that the City will reach back to further discuss with OAA.

Supporting Committees and departments at OAA: PAS assists in questions relating to IAP hours, providing feedback on interdepartmental projects, PAS assisted in creating and participated in a OAA Webinar entitled [Understanding your role as a Licensed Professional](#) on Feb. 11, 2021 alongside OAA's Deputy Registrar.

#### **Other Projects and Initiatives under the Practice Portfolio**

Update to OAA Contracts - OAA Document 600-2020: The new OAA 600 contract is aimed to be issued to Council in late spring/early summer. As the content of the contract is being worked on, PAS and OAA Communications are working on updating the template to match the new visual identity. The branding exercise is also being studied for all OAA contracts and associated documents (OAA 601, 602, 800, Guides, etc).

Update OAA-OGCA Supplementary Conditions: A final draft of the joint OAA OGCA Supplementary Conditions for CCDC 2-2020 has been given to OGCA for their review. Once agreed upon, it will be submitted to Council for endorsement.

Deliverable to OAA-OGCA Joint Committee on the topic of Interference Drawings: VP Practice and PAS reached out to Practice Resource Committee and key member of the Executive to get feedback from the group on the topic of Interference Drawings (ID's) requesting responses to various question including how they define them, when it is appropriate to use them, who prepares them i.e. architect or contractor, etc. The comments/responses were varied and sometimes contradictory and a consensus was not achieved. The information will be sent via email to the OGCA; noting these were only preliminary observations and suggest touching base on the topic at a future meeting to be reviewed in conjunction with OGCA findings/comments as they were undertaking a similar process.

Subcommittee on Building Codes and Regulations (SCOBCAR): The proposed SB-12 Change (Expanding the list of Approved Software) was submitted via the online platform as per Council's direction at the January Council meeting.

Inconsistencies in OBC vs. *Architects Act* re. Firewall Use/Design Expert Review: The OAA is seeking additional input on this item from legal counsel and a Code Consultant.

Website update: PAS continues to work with Communications on updating the library of Practice documents and web content. With the upcoming launch of the new CHOP in February 2021, reference updates are being done on all documents affected.

Updating [Practice Tip 27 Coordination of Consultants](#): PAS is in the process of updating Practice Tip 27, which will incorporate the OAA's formal position on this matter, which was forwarded last year to the Minister of Municipal Affairs & Housing. Updating of this bulletin is important in the context of the priority items which are on the agenda for the 'restart' of the industry liaison – Engineers, Architects & Building Officials (EABO). It is noted that Professional Engineers of Ontario (PEO) recently released a [Practice Bulletin](#) to their membership regarding the requirement for coordination of the design work of architects and engineers for buildings required to be designed by an architect, an engineer, or both, as it relates to both the *Professional Engineers Act* and *Architects Act* following a recommendation from the [Bélanger Report](#) after the Algo Centre Mall roof/parking level collapse.

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**Action:** None required.

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**Attachments:** None



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# Memorandum

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ITEM 6.7.a

**To: Council**

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Settimo Vilardi	

**From:** Natasha Krickhan , Vice President Education

**Date:** February 17, 2021

**Subject:** Update from Vice President Education

**Objective:** To provide Council with an update on activities under the OAA's Education Portfolio

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The Comprehensive Education Committee did not hold meetings during the reporting period.

The purpose of this memo is to summarize the activities for the period from January 21, 2021 – February 17, 2021.

## 2018 - 2020 Continuing Education Cycle

In consideration of the impact of the COVID-19 virus, the OAA extended the current Continuing Education cycle until December 31, 2020.

As of January 1, 2021, there were 330 members on the Continuing Education non-compliance list. After reconciling the records with the Office of the Registrar and with CALA authorities, the following members were removed from the list:

- OAA licences withdrawn - 7 members
- CALA Equivalency Compliance with AAA - 30 members
- CALA Equivalency Compliance with MAA - 15 members
- CALA Equivalency Compliance with SAA - 1 member

On February 17, a regulatory notice has been issued to 277 members advising of their Continuing Education Program non-compliance and related penalties:

254 members – first time non-compliance - \$500 fine  
23 members - second time non-compliance - \$1000 fine

If the payment is not received by April 19, 2021, their licence may be cancelled.

These fines do not replace the Complaints and Discipline process. Moreover, the fines are in addition to any decision and order of the Discipline Committee regarding non-compliance with the mandatory Continuing Education Program.

Continuing Education staff continue assisting non-compliant members to comply and report their outstanding learning activities on the OAA transcript.

### Continuing Education Webinars

The year of 2021 is off to a good start, with more than 500 registrations for Continuing Education webinars with approximate revenue of \$17,000.00.

#### Enrollment by Webinar (as of February 17, 2021)

January 14	Managing Finances During Uncertain Times	54 ppl
January 28	Maintaining Sustainability and Growing your Firm	57 ppl
February 11	Understanding your Role as a Licensed Professional	76 ppl
February 25	Best Practices for Contract Administration & Adjudication	80 ppl
March 11	Building Strategic Resilience in Succession	46 ppl
March 25	2019 and 2022 Low-Rise Code Changes	63 ppl
April 8	Demystifying Tall Wood Buildings	42 ppl
April 22	Mastering the Graceful Exit: Leadership Continuity	32 ppl
June 3	First Principles to Deep Energy Retrofits in Old Buildings	57 ppl

The Comprehensive Education Committee is currently working on the roster of Continuing Education webinars that will be offered in the second half of the year (July – December schedule).

### Mandatory Continuing Education on Equity, Diversity and Inclusion

In December 2020, Council approved a recommendation of the Comprehensive Education Committee to introduce the mandatory requirement for a minimum one learning hour of accredited programming focused on Equity, Diversity, and Inclusion (EDI) for the Continuing Education Cycle 2021-2022.

Council agreed to engage the Canadian Center for Diversity and Inclusion (CCDI) to deliver the Equity, Diversity, and Inclusion (EDI) learning to OAA members.

In December, the OAA received a proposal from CCDI offering the following three options:

1. Employer Partner Program @ \$3,000/year
2. Two eLearning Programs @ \$29,000/year
3. Webinars on EDI @ \$4,000/webinar

In January, the OAA was notified that our point of contact at CCDI has retired. The OAA file was assigned to another CCDI rep. At that point, the conversation with CCDI practically leaped back to square one.

In February, Ellen Savitsky, Manager, Education and Development had a meeting with the new CCDI representative. Once again, it was reiterated, that the OAA is interested in the Employer Partner Program. At the time of this report, we have not received any updates from CCDI.

Considering the slow pace of negotiations with CCDI, a decision was made to explore other avenues and providers. Ellen Savitsky, Manager, Education and Development met with the University of Toronto, School of Continuing Studies (SCS) to discuss the newly introduced mandatory requirement on Equity, Diversity, and Inclusion (EDI). An offer has been made to the School to consider the opportunity of becoming an EDI learning provider for the OAA. At the time of this report, no proposal has been received from SCS.

In the effort to move forward, we are now looking into outsourcing consultant(s) to facilitate the equity, diversity, and inclusivity webinars in-house.

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**Action:** For information only. No action is required.

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**Attachments:** No attachments.

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ITEM 7.1

# DIAC Update 2020

**The Design Industry Advisory Committee (DIAC) continues to liaise with business, design and government stakeholders to ensure that designers from all disciplines play a vital role in driving innovation and enabling all sectors to achieve sustainable business practices. DIAC activities help to expand its membership, to market Toronto as a centre for strategic design and to engage partners for future research.**

## **Design Response to COVID-19: Call for Projects**

The pandemic made 2020 a harrowing year, but an unprecedented time for design. As we contemplate how to rethink the way we live, work and interact, we need the skills of designers from all disciplines to develop resilient and human-centred innovations that address economic realities and improve our quality of life.

Fortunately, the Toronto Region is a hub for design with a high concentration of designers in the workforce. In 2020, the Design Industry Advisory Committee (DIAC) launched a Call for Projects to find out what innovations designers are working on to address the challenges presented by the pandemic. DIAC wants to acknowledge their contributions and to encourage others in the public and private sector to engage designers at the start of their COVID-19 response initiatives.

DIAC is collecting projects from architects, landscape architects, urban designers and planners, industrial, interior, graphic and fashion designers. Over the coming months DIAC will be sharing these stories and the innovations emerging from their work. Designers are encouraged to submit their projects by completing the Project Submission Form on the DIAC website: [www.diac.on.ca](http://www.diac.on.ca)

## **New Framework to Assess Design Impacts**

DIAC's Research Committee has continued to explore the positive impacts of design by developing a new Framework identifying five critical design interventions that lead to significant economic, social and environmental benefits. The Framework applies to all of the design disciplines and includes indicators and metrics to assess the impacts. Since this is a big topic, DIAC began this research by focusing

on Design Impacts in Placemaking (one activity in which most of the design disciplines are involved) with analysis of several Toronto success stories. The DIAC Design Impacts Framework will be published on the DIAC website as an Open Source tool for designers and their clients to demonstrate the design impacts of current and future projects.

## **Integrated Design Program with Ryerson**

DIAC completed one year of the Integrated Design Program (IDP) with Ryerson University's Design Fabrication Zone (DFZ). Initiated in 2019, the IDP introduced clients of this Ryerson incubator to the strategic design process. The program connected early-stage startups to designers to help them integrate design into their product development process. The IDP provided a good model for connecting technology entrepreneurs to designers in order to improve their chances of business success. Although the pilot year for the Integrated Design Program has been completed, DIAC is exploring opportunities to continue this service when the pandemic is over.

## **New DIAC Members and Representatives**

In 2020, DIAC was delighted to welcome the Ontario Professional Planners Institute (OPPI) as a new member. Two OPPI representatives joined the DIAC Board. The OPPI brings the capability and insights of Ontario's planners and urban designers to DIAC's research. Two new representatives for the Toronto Society of Architects (TSA) also joined the DIAC Board. The current design association members of DIAC are:

- Association of Chartered Industrial Designers of Ontario (ACIDO)
- Fashion Industry Advisory Panel (FIAP)
- Interior Designers of Canada (IDC)
- Ontario Association of Architects (OAA)
- Ontario Association of Landscape Architects (OALA)
- Ontario Professional Planners Institute (OPPI)
- Registered Graphic Designers (RGD)
- Toronto Society of Architects (TSA)

The Design Industry Advisory Committee (DIAC) is a cross-disciplinary design research group established by the City of Toronto in 2001. The activities of DIAC promote the strategic value of design and the contribution of designers from all disciplines to achieving economic, social and environmental prosperity.