

## Synopsis of the Minutes of the One Hundred and Thirty Second Annual General Meeting

The full meeting can be viewed on the [OAA YouTube channel](#).

A selection of photos can be seen on the [OAA Website](#).

The 132<sup>nd</sup> Annual General Meeting (AGM) was held in-person at the Beanfield Centre, Toronto and virtually on Thursday, May 12, 2022 at 4:00 pm with President Susan Speigel presiding over the meeting as Chair.

Executive Director Kristi Doyle began by introducing President Speigel and the members of the 2022 OAA Council:

Farida Abu-Bakare	Bill Birdsell
Pearl Chan	Kimberly Fawcett-Smith
Paul Hastings	Christina Karney
Jennifer King	Natasha Krickhan
Michelle Longlade	Lara McKendrick
Elaine Mintz	Deo Paquette
Clayton Payer	Greg Redden
Kristiana Schuhmann	Gaganjot Singh
Andrew Thomson	Ted Wilson
Settimo Vilardi	Marek Zawadzki

Executive Director Kristi Doyle reviewed the procedures for the AGM.

### CERTIFICATES OF LONG STANDING

[Certificates of Long Standing](#) were presented to the following members who have reached the milestone of 50 years of membership with the OAA:

<a href="#">Medhat Abdou</a>	<a href="#">Tonu Altosaar</a>
<a href="#">Louis E.J. Cooke</a>	Roger E. Fennell
E. George Kneider	Desmond Roychaudhuri
<a href="#">Leonard Sedun</a>	<a href="#">Allan J. Stone</a>

A citation for each long standing member was read, noting the honoree's considerable achievements and dedication to the profession. Photos and visuals of the long standing members' choice were displayed in celebration.

### CERTIFICATES OF APPRECIATION

[Certificates of Appreciation](#) were presented to the following



past Councillors whose terms on Council expired December 31, 2021:

Heather Breeze	Donald Chen
Barry Cline	Gord Erskine
Kathleen Kurtin	Jeffrey Laberge
Agata Mancini	

Executive Director Kristi Doyle read the individual citations, acknowledging their contribution and thanking them for their dedication to the OAA and the profession.

### DEATHS

The Chair read the names of members and associates, listed below, who had passed away since the last AGM, and asked all to observe a moment of silence.

Stephen Cohlmeier	Roger Farwell
Christopher Fillingham	Mark E. Humphreys
Christos Kaltsas	Richard R. Leslie
Michael Miller	Joseph Pacek
Peter J. Smith	Peter Stewart
Eberhard H. Zeidler	

### MINUTES

All members had received a copy of the [Synopsis of the Minutes of the 131<sup>st</sup> Annual General Meeting](#) held on June 16, 2021.

It was moved by Kathleen Kurtin, Toronto and, seconded by Michelle Lester, St. Marys,

*THAT the synopsis of the minutes of the 131<sup>st</sup> Meeting held on June 16, 2021 be accepted as circulated.*

### MOTION CARRIED

### BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

## OAA BYLAWS REVISED, 2017 SCHEDULE A

The Chair highlighted changes in the bylaws Schedule A. An increase of 3.7% was incorporated to reflect the cost of living, noting that there was no fee increase in 2020. Enrolment fees for the OAA Technology Program have been incorporated into Schedule A.

It was moved by Paul Gogan, Toronto, and seconded by Mélisa Audet, Toronto,

*THAT the amendments to OAA bylaws as circulated with the Agenda for this meeting, be confirmed by the membership.*

### APPOINTMENT OF THE AUDITOR

Every member in good standing in the Association may by m It was moved by Megan Torza, Toronto, and seconded by Christian Cote Menard, Oshawa,

*THAT the firm of Grant Thornton LLP Chartered Accountants be appointed as auditors for the Ontario Association of Architects for 2022.*

### MOTION CARRIED

### ELECTION OF HONORARY MEMBERS

The Chair reviewed Section 28 of Regulation 27 under the *Architects Act* relative to the Nomination and Election of [Honorary Members](#). She noted that there were two nominations to be put before the Annual Meeting.

The Chair shared a prerecorded nomination from architect Toon Dreessen broadcasted for The Honourable Elizabeth Dowdeswell.

It was moved by Toon Dreessen, Toronto and seconded by Carl Knipfel, Toronto,

*THAT the Honourable Elizabeth Dowdeswell be elected as an Honorary Member.*

### MOTION CARRIED

The Chair shared a pre-recorded nomination from architect Betsy Williamson for Elsa Lam.

It was moved by Betsy Williamson, Toronto, and seconded by Heather Dubbeldam, Toronto,

*THAT Elsa Lam be elected as an Honorary Member.*

### MOTION CARRIED

## REVIEW OF ANNUAL REPORT

The Chair provided commentary on the [2021 Annual Report](#) posted to the OAA Website on April 14, 2022, and offered remarks regarding the activities of 2021.

These remarks are précised below.

*“...We all struggled through a second year [of the pandemic]...I would like, however to focus on the positive outcomes from 2021...”*

*Council unanimously renewed its commitment to three key areas of focus: Planet, People, and the Profession. The final report from the Truth and Reconciliation Working Group and Diversity, Equity and Inclusion Roundtables resulted in a launch of our EDI and Indigenous Architecture web pages.*

*Other accomplishments over the past year included:*

- *EDI training for the membership;*
- *Increase accessibility with first virtual conference and bi-weekly webinar series;*
- *Submissions to the government including recommendations addressing the long term care crisis; and*
- *Augmented tools/resources such as the TEUI calculator and complementary access to CSA standards.”*

The Chair invited comments or questions with respect to 2021 Annual Report.

There were no further comments or questions.

The Chair invited the Senior Vice President & Treasurer, Settimo Vilardi to present the [2021 Audited Financial Statements](#) and share comments on the 2022 Financial Outlook.

### PRESENTATION OF 2021 FINANCIAL STATEMENTS BY THE PRESIDENT AND 2022 FINANCIAL OUTLOOK BY THE SENIOR VICE PRESIDENT AND TREASURER

The Senior Vice President & Treasurer reported on the [2021 Audited Financial Statements](#).

The Auditor's Report was read into the official transcript, confirming the financial statements represented fairly the financial position of the OAA as at November 30, 2021. The Senior Vice President & Treasurer also reported on a number of highlights from the 2021 financial statements,

noting that the OAA finances continue to be well-managed and positioned to address unforeseen situations like the pandemic.

The Senior Vice President & Treasurer highlighted the following key items:

- Since the licensing exam was deferred to 2021, there was a noted increase in revenue; and
- Decreased conference revenue and increased direct program revenue aligned with the budgeted forecast as a result of the move to a virtual format

Financial management planning focussed on improving internal efficiencies to maximize fees value. The OAA met the budgeted transfer of surplus to the Operating and Legal Reserves, and met the new policy for Capital Reserves based on the 2021 Building Reserve Fund Study.

In summary, it was reported that the OAA is structurally and financially well-established, leaving the OAA well-positioned for the future.

The Senior Vice President & Treasurer invited questions from the members. There were no comments regarding the 2021 Annual Report.

The Senior Vice President and Treasurer next presented the 2022 Financial outlook.

The Senior Vice President & Treasurer reported that finances for 2022 to date were tracking normally. Key highlights included:

- It is expected that the OAA will be under budget in the area of travel and meeting costs as a part of the OAA's return to work office policy, which allows for remote work capability and virtual meeting capacity. (consistent with the OAA's commitment to reducing the carbon footprint);
- A [five-year Strategic Plan](#) has been mapped out as a result of the 39 recommendations from the operational review, and there will be specific costs in line with the Plan in the 2022 budget and subsequent years;
- The Building Reserve Fund Study in 2021 incorporates a plan to building the Capital Reserve depleted from the Headquarter Refresh and Renovation project; and
- A decrease in the OAA's mortgage interest and fees is a result of the transfer to CIBC in 2021.

The Senior Vice President and Treasurer and invited comments or questions with respect to the 2022 Financial Outlook. There were no further comments or questions.

The Senior Vice President & Treasurer welcomed [Pro-Demnity Insurance Company](#) Chair Joanne McCallum, who made a [presentation](#) to the membership, which highlighted the activities and performance for the past year of Pro-Demnity.

McCallum reported on Pro-Demnity's activities for 2021 and provided an update on 2022. Over the past several years, in addition to supporting the members through Pro-Demnity's claims services, risk advice, and COVID-19 special e-bulletins, other initiatives were highlighted, including work to help minimize risk associated with the move toward the designing of a sustainable and net zero environment.

McCallum reported the earning of a net premium of \$23 million, with a \$2.2 million net profit. This is an increase since 2019 due to decreased costs, and a decline in reported claims. McCallum explained that 75% of claims costs are attributed to legal expenses and 25% to damages; this demonstrates the funding that goes toward defending members in Ontario.

Pro-Demnity has three prongs focus; addressing the past (Insurance Solutions including claims), the present (Risk Services), and the future (Risk Education).

McCallum reflected on the past with now-retired long standing Vice President David Croft, who would share fascinating stories in print. This has been supplemented with podcasts. There are currently two episodes on the website with plans to expand.

The President thanked the Chair of the Pro-Demnity Board for the presentation.

### ADDRESS BY 2022 OAA PRESIDENT SUSAN SPEIGEL

As part of the address, the Chair introduced OAA Strategic Planning Consultant, Kathy McLaughlin who explained the OAA's Strategic Planning that had been undertaken:

*"...The Strategic Plan is like a roadmap that provides a framework for Council and staff to ensure their work is focused on the important end results. It starts with a vision and aspirational statement of the envisioned future for the organization and its constituents.*

*The principle for the existing Vision for the OAA was retained in the following statement; 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.*

*Inspired by that Vision, the group developed the mandate that clearly sets the purpose of the OAA as a professional regulator. This represents a clear commitment to focus on the mandated purpose of the OAA as a professional regulator—a mandate legislated for professional provincial regulators like the OAA by the provincial government that comes directly from the Architects Act.*

*The Strategic Plan details the OAA's commitment to address two very important environmental and social governance trends over the next five years, climate action and diversity, equity and inclusion. These two themes will act as lenses that will be used to ensure the OAA's work is aligned to positively contribute to these important principles. Additionally, the plan has four clear goals that will be pursued by the OAA over the coming years: Regulatory Leadership, Governance and Operations, Member Competency, and Public Education. Each goal defines what the progress will look like, and the important initiatives that will be pursued to get there. Finally, each goal has a set of measurable targets that will be used to monitor progress annually and throughout the year.*

*Council has wisely committed to leveraging its investment in this new Strategic Plan by adopting a discipline to operationalize the plan [and] by aligning all staff work, committee work, and all new initiatives towards the strategic goals. A new decision-making framework will be applied to ensure continued alignment. Council has also committed to an annual Strategic Plan review process to ensure the plan is adjusted for each new year, thereby remaining current and relevant. By adopting a disciplined implementation and decision making framework, the OAA will ensure that staff and Council will continue to operate within this architectural design for the future.*

*We congratulate the OAA's Council and staff team for creating a solid Strategic Plan that will serve as a blueprint and a sustainable legacy for the OAA for years to come."*

The Chair thanked McLaughlin for her presentation. As OAA President, Chair Susan Spiegel [presented her address](#) to the 132<sup>nd</sup> Annual General Meeting of the Association, which is précised below.

*"The Health of our Planet is our galvanizing cause. I hope you've been finding the programming inspiring and energizing.*

*Council and staff have been engaged in the five-year Strategic Plan envisioning process. The first phase of that planning process is in action as we dive into the hard work of turning our words into action. The Strategic Plan ensures we continue to be well-equipped to serve the public interest in a constantly changing world.*

*As the regulator for architecture in Ontario, and collaborators with other regulators across Canada, we oversee the landscape of architecture and architects across the Province of Ontario. It is our duty to be monitoring and attentive to the broader regulatory terrain and respond to ongoing and critical scrutiny.*

*All of these activities are under the leadership of Council and Executive Director Kristi Doyle and ensure that we are proactive in keeping our house in order. The Strategic Plan is built on a foundation of the urgent lenses of climate action and equity, diversity, and inclusion. These have been—and will continue to be—priorities for the OAA as co-drivers moving forward.*

*The planet's degradation as a result of human activity is an indisputable fact. We heard from our members during our fall dialogue with our provincial Societies. There was a sense of them feeling overwhelmed in how to become meaningfully involved in helpful actions at whatever level of understanding and interest they are at.*

*Our response is a 180-degree turn to focus our webinars, and of course our Conference, on Inspiring Climate Action: from an overall perspective and history, to changing perspectives, to technical actions, to tool development to finding our way to lead through this crisis. The built environment has a substantial impact on greenhouse gas emissions, so having an educated, skilled architectural profession is paramount for serving and protecting the public interest.*

*We are partnering with industry stakeholders to strengthen code requirements and raise public awareness about architecture's environmental impacts.*

*Our commitment is apparent in hitting our Headquarters' net-zero targets in 2020—a decade earlier than the 2030 requirement. I would like to thank all those involved in the project who had the foresight to start this journey seven years ago.*

*The onus remains on us as professionals to do the right thing to be engaged in this topic, to learn and to apply what you learn to lead the way for those who inherit the legacies we leave behind.*

*The OAA is committed to addressing climate stability, and we are taking further steps to entrench it in the way we work. ConEd hours will be required in the content area of climate stability in our next cycle.*

*The Climate Stability section of our website continues to provide and update resources and tools for members, including our Total Energy Use Intensity Calculator, and this Conference offers many launch points as well.*

*We received great feedback on our Keynote address with Katharine Hayhoe, which demonstrates the wealth of existing knowledge and passion about the climate among members. It is clear to me that our profession cares and is ready to take action. I have seen that firsthand over my last year and a half as President that we have the commitment and momentum to keep moving forward.”*

Following her address, the President called for comments and questions from the membership.

A member enquired as to whether there is a solution to codifying climate response within the architectural framework—that is, a standard of care that could be mandated.

The President responded that the OAA has taken the step to mandate learning on climate action within the ConEd program. The most effective move would be for government to mandate requirements for the industry to meet through regulation. The OAA continues to push for this.

The member further enquired if there are plans to incorporate requirements related to climate action in the *Architects Act*.

The President responded that as part of the OAA's Strategic Plan, modernizing of the *Architects Act* is included and consideration is given to this aspect of modernization.

OAA Registrar Christie Mills noted that Council may consider this timely issue, noting that there are standards of practice and professional conduct in the Act, however, the final decision would be made by government.

A member enquired with respect to the lens of equity, diversity, and inclusion and treatment of interns and emerging practitioners.

Executive Director Kristi Doyle responded that the OAA has been continuing to place pressure on the government in terms of changes to the *Employment Standards Act* so that architectural practices are held to the basic requirements of overtime, pay, etc. There have been successive letters to the membership, reminding of the need for fairness as well. Notably, there has been an improvement in responses to the most recent demographic survey over the year prior.

A member enquired as to whether there is any disciplinary action in place for those who do not abide to fair treatment of employees.

Doyle responded that on the [EDI page](#) there is a bulletin issued a few years back regarding safe workplaces directed to employees and employers. There are links to

resources as well as information regarding conduct unbecoming of a member.

There was a suggestion by a member that it was important to open and review the *Architects Act* in order to address issues related to climate action in a prescriptive manner. Reference was made to the American Institute of Architects' (AIA's) code of ethics, which included an obligation to the environment that leads to complaints and discipline. The member also suggested that Document 600 be reviewed and incorporate sustainability from a fundamental level.

A member made an enquiry about the role of architects in Parts 9 and 11, with consideration for future review of the role of BCIN holders.

Doyle responded that the OAA does not regulate designers and that they provide services in areas that are a threshold below the restricted scope of practice under the Act. Act modernization review falls under the OAA's Strategic Plan, the pillar of regulatory leadership.

A member expressed some concern with being able to regulate ConEd attendees within a virtual environment. They suggested members may log in to a seminar, but then it is unclear if they are present or if their cameras are off.

The President responded that it would be preferable to have cameras be kept on. There are often a series of questions throughout the webinar that the attendee must answer, thereby requiring their attention.

A member noted that they felt that Document 600 has evolved into a better document, however GC5 remains an issue of concern. Due to the volatility of the tendering process, construction prices vary. It fails to remove the requirement that should the project not fall within 15% of budget, the architect is required to redesign so as to fall within the original 15% budget variance. The architect should not be responsible for the cost of construction.

The President responded that this issue which will be brought back to Council and those working with Document 600 for future consideration. Productivity will also form part of the discussion as it is interconnected with today's liabilities that architects are taking on.

The President noted that there was a question with respect to the OAA's stance against illegal practices. It was stated that this is an ongoing issue, and actively pursued by the OAA and legal counsel.

The Chair concluded by noting that the additional feedback in the Q&A section will be taken back and considered.

The Chair thanked all for attending.

## ADJOURNMENT

*It was moved THAT the 132<sup>nd</sup> Annual General Meeting be adjourned.*

## MOTION CARRIED