

Ontario Association of Architects

Meeting #301 Open

MINUTES

September 18, 2025

The three hundred and first meeting of the Council of the Ontario Association of Architects, held under the *Architects Act*, took place on Thursday September 18, 2025 at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario and virtually via Zoom.

Present:	Ted Wilson	President
	Lara McKendrick	Senior Vice President and Treasurer
	Settimo Vilardi	Immediate Past President
	Susan Speigel	Vice President
	Thomas Yeung	Vice President
	Loloa Alkasawat	Councillor
	Donald Ardiel	Councillor
	J. William Birdsell	Councillor
	Natasha Krickhan	Councillor
	Jenny Lafrance	Councillor (<i>virtual</i>)
	Michelle Longlade	Lieutenant Governor in Council Appointee (<i>virtual</i>)
	Elaine Mintz	Lieutenant Governor in Council Appointee
	Deo Paquette	Councillor
	Anna Richter	Councillor
	Kristiana Schuhmann	Councillor
	Ted Watson	Councillor
	Marek Zawadzki	Councillor
	Kristi Doyle	Executive Director
	Christie Mills	Registrar
	Tina Carfa	Executive Assistant, Executive Services

Regrets:	Jim Buttici	Lieutenant Governor in Council Appointee
	Kimberly Fawcett-Smith	Lieutenant Governor in Council Appointee

Guests: None

The President called the meeting to order at 2:30 p.m.

The President noted that a land acknowledgement and recognition of the Indigenous land and its people is being shared with Council titled [Indigenous Voices on Reconciliation](#) Canadian Friends Service Committee (Quakers)

DECLARATION RE CONFLICT OF INTEREST

The President called for declaration of any conflicts of interest.

No conflicts of interest were declared.

AGENDA APPROVAL

9958. The President reported that there were no new items to be added to the agenda.

It was moved by Speigel and seconded by McKendrick that the agenda for the September 18, 2025 open meeting be approved as circulated.

-- CARRIED

APPROVAL OF MINUTES

9959. *Reference Material Reviewed:* Draft minutes of the June 19, 2025 Open Council meeting.

The draft minutes of the June 19, 2025 Open Council meeting were reviewed.

A member of Council suggested on page 2, paragraph 1 that the word "Fairness" be added to the reference to "Office of the... Commissioner".

It was moved by Vilardi and seconded by Mintz that the minutes of the June 19, 2025 Open Council meeting be approved as amended.

-- CARRIED

BUSINESS ARISING FROM THE MINUTES

9960. There was no business arising from the minutes.

ITEMS FOR REVIEW AND APPROVAL

9961. *Reference Materials Reviewed:* 2026 Council Meeting dates. **(APPENDIX 'A')**

The Executive Director reported.

It was noted that the April 15 AGM date is a Wednesday and not Thursday as suggested in the attachment.

It was moved by Vilardi and seconded by Spiegel that Council approve the 2026 Council meeting dates as amended.

-- CARRIED

9962. *Reference Materials Reviewed:* Memorandum from Manager, Finance, Melanie Walsh dated September 4, 2025 re. Conference 2026 Program and Schedule and attached supporting documentation. **(APPENDIX 'B')**

The report was reviewed by Council. A typo was noted in the memo regarding the location of the Tapestry. That will be corrected moving forward.

It was moved by Vilardi and seconded by Richter that the draft program and schedule for 2026 OAA Conference be approved, while recognizing elements may evolve as further planning takes place.

-- CARRIED

9963. *Reference Materials Reviewed:* Memorandum from Vice President and Practice Resource Committee Chair, Thomas Yeung dated September 9, 2025 re. Updates to OAA-OGCA Document 100-2025 version and the withdrawal of the Guide to Project Close-out (dated November 2010) and attached supporting documentation. **(APPENDIX 'C')**

The Vice President reported.

It was moved by Yeung and seconded by Richter that Council endorse the new OAA-OGCA Document No.100-2025 as presented to Council on September 18, 2025; and direct the withdrawal of OAA/OGCA Document No.100-2018 (as reissued 2019) and A Guide to Project Closeout Procedures (Dated November 2010).

-- CARRIED

9964. *Reference Materials Reviewed:* Memorandum from Vice President and Practice Resource Committee Chair, Thomas Yeung dated September 9, 2025 re. OAA Document Maintenance – Practice Tips impacted by OBC 2024: Updates to Practice Tip PT.36.3 and attached supporting documentation. **(APPENDIX ‘D’)**

The Vice President reported

It was moved by Yeung and seconded by Zawadzki that Council endorse the revised OAA Practice Tip PT.36.3 OBC SB-12 Energy Efficiency for Housing – Prescriptive Compliance as presented to Council on September 18, 2025.

-- CARRIED

9965. *Reference Materials Reviewed:* Memorandum from Executive Director, Kristi Doyle and Chief Operating Officer, Kathy Armbrust dated July 28, 2025 re. AI Policy for users of OAA Technology and attached supporting documentation. **(APPENDIX ‘E’)**

The Executive Director reported. It was confirmed that the Policy applies to all staff, Councillors, committees and other volunteer members.

It was moved by McKendrick and seconded by Schuhmann that Council approve the AI Usage Policy.

-- CARRIED

9966. *Reference Materials Reviewed:* Memorandum from Registrar, Christie Mills dated August 27, 2025 re. Council Exemption Request Submissions and attached supporting documentation. **(APPENDIX ‘F’)**

The Registrar reported. There was some concern noted regarding the potential for confusion in terms of the scope of Council's authority to approve exemption requests and other pathways to licensure. After discussion, the following motions were passed:

It was moved by Richter and seconded by Vilardi that Council approve the Council Policy - Submission Guidelines for Exemption Request to Council as well as the updated Statutory Framework document subject to housekeeping amendments identified during the Council meeting.

-- CARRIED

It was moved by Vilardi and seconded by Spiegel that Council approve the sunseting of the existing Council Policy – Exemption Requests issue date January 11, 1996.

-- CARRIED

ITEMS FOR DISCUSSION

9967. There were no items for discussion.

EXECUTIVE COMMITTEE REPORTS

9968. *Reference Material Reviewed:* President's Activities for the months of June to September. **(APPENDIX ‘G’)**

A member of Council enquired as to how the recent society visits by the President have been received.

The President responded that the visits have been very positive with only a small group of recurring issues coming up such as local practice issues and procurements.

A Council member enquired whether there has been any feedback from members in terms of the amount of work and opportunities for the architectural profession. It was suggested that Pro-Demnity noted a drop in work in the industry.

The President responded that he has been receiving positive feedback from members on the availability of work and engagement by the profession in the industry.

The report was noted for information.

9969. *Reference Material Reviewed:* Report from Executive Director, Kristi Doyle dated September 18, 2025 re. Executive Director Report to Council. **(APPENDIX 'H')**

The report was noted for information.

9970. *Reference Material Reviewed:* Memorandum from Registrar, Christie Mills re. Office of the Registrar Statistical Report to Council – June 4, 2025 to September 3, 2025. **(APPENDIX 'I')**

The report was noted for information.

9971. *Reference Material Reviewed:* Memorandum from Senior Vice President and Treasurer, Lara McKendrick dated September 3, 2025 re. Unaudited Financial Statements for the Nine Months Ended August 31, 2025 and attached background information. **(APPENDIX 'J')**

The report was noted for information.

9972. *Reference Material Reviewed:* Memorandum from the Communications and Public Education Committee (CPEC) dated September 3, 2025 re. General Update from the Communications and Public Education Committee (CPEC) and attached background information. **(APPENDIX 'K')**

The report was noted for information.

9973. *Reference Material Reviewed:* Memorandum from Governance Committee dated September 4, 2025 re. Update from OAA Governance & HR Committee. **(APPENDIX 'L')**

The report was noted for information.

9974. *Reference Material Reviewed:* Memorandum from the OAA Building Committee dated August 7, 2025 re. Update from the OAA Building Committee. **(APPENDIX 'M')**

The report was noted for information.

9975. *Reference Material Reviewed:* Memorandum from Practice Resource Committee (PRC) dated September 9, 2025 re. Practice Resource Committee (PRC) Update. **(APPENDIX 'N')**

The report was noted for information.

9976. *Reference Material Reviewed:* Memorandum from Vice President, Susan Speigel dated September 8, 2025 re. Update on the Policy Advisory Coordination Team's (PACT) work. **(APPENDIX 'O')**

A member of Council encouraged Council to attend the Queen's Park Picks (QPP) on October 25 at 5:30 p.m. to assist in representing the profession.

The report was noted for information.

ITEMS FOR INFORMATION

9977. *Reference Material Reviewed:* Memorandum from Manager, Finance, Melanie Walsh dated September 4, 2025 re. Debrief on Conference 2025 – Ottawa and attached supporting documentation. **(APPENDIX ‘P’)**

The report was noted for information.

OTHER BUSINESS

9978. Reappointment of OAA Representative to the Committee for the Examination for Architect in Canada (CExAC) (*oral*)

Discussion on the candidate for reappointment was held in camera and the following motion was passed:

It was moved by Speigel and seconded by Mintz that current CExAC Representative, Jeffrey Laberge be reappointed to CExAC for a three-year term effective January 1, 2026.

-- CARRIED (12 in favour, 2 opposed, 1 abstention)

DATE OF NEXT MEETING

9979. The next regular meeting of Council is Friday November 28, 2025 at 9:30 a.m. at the OAA Headquarters, 111 Moatfield Drive, Toronto, Ontario.

ADJOURNMENT

9980. **It was moved by Schuhmann and seconded by Richter that the meeting be adjourned at 3:06 p.m.**

-- CARRIED UNANIMOUSLY

President

Date