The Alberta Association of Architects (AAA) is a self-governing professional body charged under the Architects Act, R.S.A. 2000, c. A-44 and General Regulation with the registration, licensure and practice of registered architects and licensed interior designers for the protection of the public in the province of Alberta.

**Vision**
To regulate and advance the professions of architecture and interior design in Alberta.

**Mission**
The AAA is a community of architects and interior designers that represent the public interest in the administration of the Alberta Architects Act.

**Mandate**
The association fulfills its mission by regulating, advising, promoting and supporting our professions.
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PAST PRESIDENTS OF THE AAA

1906 – 08  F. Deggendorfer
1908 – 09  James Wize
1909 – 10  R. Percy Barnes
1910 – 11  E. C. Hopkins
1911 – 13  George MacDonald Lang
1913 – 14  Roland W. Lines
1914 – 15  James Henderson
1915 – 16  J. J. O’Gara
1916 – 21  Richard P. Blakey
1921 – 22  Alfred M. Calderon
1922 – 24  Cecil S. Burgess
1924 – 26  William George Blakey
1926 – 28  James McIntyre Stevenson
1928 – 30  Edward Underwood
1930 – 32  George Heath MacDonald
1932 – 35  Robert McDowal Symonds
1935 – 38  Richard P. Blakey
1938 – 45  John Martland
1945 – 48  Maxwell Cameron Dewar
1948 – 50  Gordon Kenneth Wynn
1950 – 52  T. Gordon Aberdeen
1952 – 53  George Willington Lord
1953 – 56  Kelvin Crawford Stanley
1956 – 58  Howard L. Bouey
1958 – 60  James Brock Bell
1960 – 61  Gordon M. McAdam
1961 – 62  Thomas A. Groves
1962 – 63  John A. Cawston
1963 – 64  D. Gordon Forbes
1964 – 65  Hugh W. Seton
1965 – 66  Robert I. Bouey
1966 – 68  Kenneth L. Bond
1968 – 69  Donald L. Sinclair
1969 – 70  Edwin Raines
1970 – 71  John McIntosh
1971 – 72  Bernard Wood
1972 – 73  G. Douglas Menzies
1973 – 74  Hugh W. R. McMillan
1974 – 75  Freda M. O’Connor
1975 – 76  Michael E. Evamy
1976 – 77  Joe Naito
1977 – 78  Gilbert R. Beatson
1978 – 79  Jack B. Jamieson
1979 – 80  Morley K. Workun
1980 – 81  Norman H. Croll
1981 – 82  Barry W. Graham
1982 – 83  Peter G. Hemingway
1983 – 84  Ken H. Hutchison
1984 – 85  Gerald L. Forseth
1985 – 86  A. Michael Holland
1986 – 87  Brian E. Eldred
1987 – 88  Dale M. Taylor
1988 – 89  John Rockliff
1989 – 91  Paul Hugh Polsen
1991 – 93  Elizabeth M. Dechert
1993 – 94  Doug D. Craig
1994 – 95  Gordon B. Thorkelsson
1995 – 96  Peter G. Burgener
1996 – 97  Fraser C. Brinsmead
1997 – 98  Richard R. Lindseth
1998 – 99  Douglas L. Sollows
1999 – 00  Brian C. Oakley
2000 – 01  Lynn L Webster
2001 – 02  Barbara L. Shipman
2002 – 03  Leonard O. Rodrigues
2003 – 04  David A. Down
2004 – 05  Jane Pendergast
2005 – 06  Arthur J. Ferrari
2006 – 07  Doug J. Campbell
2007 – 08  Katherine Wagner
2008 – 09  Daryl Procinsky
2009 – 10  Craig Webber
2010 – 11  Doug Ramsey
2011 – 12  Scott Pickles
2012 – 13  Peter Streith
2013 – 14  Mark Chambers
2014 – 15  Donald Wm. A. Davidson
2015 – 16  Peter Osborne
2016 – 17  Patti Swanson

4 | The Alberta Association of Architects
ASSOCIATION BY THE NUMBERS

21
Cease & Desist letters sent in 2017 to those practicing architecture illegally.

7
Member events hosted by the Association in 2017.

166%
Cumulative social media growth in 2017.

300+
Inquiries to the Practice Advisory Committee.

111
Years as the architectural regulatory body in Alberta.

19
Councillors, representing all member types; responsible to the membership to ensure policies are set, strategies are developed, and the Architects Act is fulfilled.
The current strategic plan is designed to guide the activities and priorities of the AAA through the end of 2020. On an annual basis Council reviews the plan and makes minor adjustments as required.

The vision that Council has set for the AAA is that our organization will be widely recognized by our membership, business, media and government as the relevant authority for issues related to the regulation of the professions of Architecture and Licensed Interior Design. The AAA will be seen as an effective, responsive, self-regulatory organization that provides outstanding support to the practitioners of architecture and licensed interior design.

**IT’S A DATE**

- **1906**: AAA founded and charged with regulating the practice of architecture
- **1925**: First female architect registered with the AAA
- **1956**: “Refresher course for architects” held in Banff, AB marking the first Banff Session
- **1981**: The Association moves into Duggan House
- **1982**: Interior Designers become part of the association
- **2017**: Tom Sutherland Award of Merit established

**STRATEGIC PLAN**

The current strategic plan is designed to guide the activities and priorities of the AAA through the end of 2020. On an annual basis Council reviews the plan and makes minor adjustments as required.

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**Goal #1**

To continually strive towards organizational excellence

- Legislation review
- Re-affirm focus on our core regulatory responsibility
- Council development strategy

**Goal #2**

To strengthen the professions

- Enhance support to interns and new professionals

**Goal #3**

To enhance member engagement

- Enhance member communications

**Goal #4**

To foster a wider understanding of the role and value of the professions in Alberta

- Define and execute our advocacy role
AAA COUNCIL & STAFF

AAA Council (above, left to right)
Jason S. Johnson, Barbara Bruce, Keesa Hutchinson, Paula Dozois, Ben Klumper, Patti Swanson, Keir Stuhlmiller, Marcie-Rae MacFarquhar, Robert Spaetgens, Dania Atassi, Dean Russell, Janette Gescher, Coben Christiansen, Elizabeth Songer

Absent: Donna Assaly, Gregory Beck, George Andrews, Natasha Jalbert, Hayden Pattullo, Erin Scott

AAA Administration
Executive Director
Barbara Bruce

Communications Sr. Manager
Jenine Cerny

Communications Consultant
Wendy Cooper

Registration Administrator
Rashida Dhariwalla

Director of Practice
Barry Johns, Architect, AAA

Policy & Compliance Officer
Nishika Kalupahana

Executive Assistant
Sheila Nitti

Communications & Graphics Coordinator
Heather Pack

Professional Development Officer
Kathy Saunderson

Marketing & Communications Assistant
Derek Schutz

Accountant
Helen Wong

Intern Administrator
Yasmin Tejpar

Accounting Assistant
Karen Seto-Wagg

Office Assistant
Penny Stiles
THANK YOU VOLUNTEERS!

Donna Assaly .............................................................. Council, Licensed Interior Design Task Force, Nominating Committee
Jon Astolfi ................................................................... Registration Committee
Dania Atassi ................................................................ Council
Christopher Babits ....................................................... Nominating Committee, CExAC Committee
Anna Batebe ............................................................... Banff Session Committee
Dennis Bathory ............................................................ Complaints Review Committee
Gregory Beck .............................................................. Council, Communications Advisory Committee, Legislation Committee, Safety Codes Council - Building Sub-Council
Robert Bennett ............................................................ Registrar, Practice Entities Task Force
Darrel Boles ................................................................. Complaints Review Committee
Adele Bonetti ............................................................... Joint Board of Practice
Jay Boyce .................................................................... Communications Advisory Committee
Len Brown ................................................................... Complaints Review Committee
Christina Budnick ........................................................ Communications Advisory Committee
Heather Cameron ........................................................ Advocacy Committee
Tom Cerkvenac ........................................................... Practice Entities Task Force
Mark Chambers ........................................................... Practice Entities Task Force
Roland Charpentier ..................................................... Banff Heritage Corporation
Coben Christiansen ..................................................... Council, Executive Committee, Advocacy Committee
Stephanie Clancy ........................................................ Registration Committee
Shawna Cochrane ........................................................ Advocacy Committee, Joint Board of Practice
Grace Coulter ............................................................. Practice Entities Task Force
Jason Curtis ................................................................. Complaints Review Committee
Eugene Dejneka .......................................................... Complaints Review Committee
Marvin DeJong ............................................................ Banff Session Committee
Carlos Duran ............................................................ Edmonton Urban Design Awards
David Edmunds ........................................................... Complaints Review Committee
Patricia Evans ............................................................. Licensed Interior Design Task Force
Alexis Finlay ............................................................... Nominating Committee
Gerald Forseth ........................................................... Complaints Review Committee
Colin Friesen ............................................................... Calgary Planning Committee
Kari Anne Gaume ........................................................ Licensed Interior Design Task Force
Janette Gescher ........................................................ Council, Executive Committee
Genevieve Giguere ..................................................... Complaints Review Committee
Crystal Graham ........................................................... Registration Committee
Chris Greene ............................................................... Licensed Interior Design Task Force, Registration Committee
Lyle Hallett ................................................................... Complaints Review Committee
Rohit Handa ................................................................ Registration Committee
Terry Hartwig ................................................................ Complaints Review Committee
Amir Hemani ................................................................ Registration Committee
Bob Hlavacek ............................................................. Registration Committee
Marty Hodgson ........................................................... Complaints Review Committee
Henry Howard ............................................................. Registration Committee
Keesa Hutchinson ....................................................... Council, Registration Committee, Reinstatement Committee
John Iwanski ................................................................ CACB BEFA Evaluation Panel
Krista Lauridsen ........................................................ Communications Advisory Committee
C. Jane Lawson ........................................................... Licensed Interior Design Task Force
Robert Labonte ........................................................... Edmonton Design Committee
Randy Krebes ............................................................. Practice Advisory Committee, Advocacy Committee, Legislation Committee
Robert Labonte ........................................................... Edmonton Design Committee
L. Scott Lambert ........................................................ Complaints Review Committee
Krista Lauridsen ........................................................ Communications Advisory Committee
C. Jane Lawson ........................................................... Licensed Interior Design Task Force
Robert Labonte ........................................................... Edmonton Design Committee
THANK YOU VOLUNTEERS!

Robert LeBlond ........................................................... Complaints Review Committee, Calgary Urban Design Review Panel
Janice Liebe ................................................................ Calgary Urban Design Review Panel
Marcie-Rae MacFarquhar ........................................... Council
Stephen Mahler ........................................................... Advocacy Committee
Isaac Martinez........................................................... Complaints Review Committee
Barry McCallum........................................................... Safety Codes Council - Barrier Free Sub-Council
Bruce McKenzie .......................................................... Registration Committee
Walker McKinley .......................................................... Registration Committee
Robert Merchant ......................................................... Registration Committee
Salim Merchant .......................................................... Professional Development Advisory Committee, Safety Codes Council - Elevators Sub-Council
Naomi Minja ................................................................ Practice Entities Task Force
Grant Moore ................................................................ Registration Committee
Ian Morgan .................................................................... Complaints Review Committee
Patrick Moskwa ........................................................... Banff Session Committee
Gary Mundy ................................................................... Calgary Urban Design Review Panel
Linus Murphy ................................................................ Advocacy Committee
Gordon Murray .......................................................... Professional Development Advisory Committee; EVDS
David Murray ............................................................... Registration Committee
Gary Norbom ................................................................ Registration Committee
Brian Oakley ................................................................ Registration Committee
Peter Ordynec ............................................................ Complaint Review Committee
Peter Osborne ............................................................. Licensed Interior Design Task Force, Nominating Committee, Joint Board of Practice
Alan Partridge ............................................................ Legislation Committee
Hayden Pattullo ........................................................... Council
Kerri Peyton ................................................................ Communications Advisory Committee, Nominating Committee
Michael Pickett ........................................................... Banff Session Committee
Jan Pierzchajlo ............................................................ Complaints Review Committee, Practice Entities Task Force
Ben Pond ........................................................................ Advocacy Committee
Ronald Poon ............................................................. Complaints Review Committee
<table>
<thead>
<tr>
<th>Name</th>
<th>Committee/Panel</th>
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<tbody>
<tr>
<td>Darryl Rewniak</td>
<td>Joint Board of Practice</td>
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<td>Michele Roach</td>
<td>Complaints Review Committee</td>
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<td>Leonard Rodriguez</td>
<td>Practice Advisory Committee</td>
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<td>William Ross</td>
<td>Complaints Review Committee</td>
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<td>Dean Russell</td>
<td>Council, Professional Development Advisory Committee</td>
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<tr>
<td>Chad Russill</td>
<td>City of Calgary - Urban Design Review Panel</td>
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<tr>
<td>Claudia Schaaf</td>
<td>CACB BEFA Evaluation Panel</td>
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<tr>
<td>Jodi Schumacher</td>
<td>Banff Session Committee</td>
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<tr>
<td>Wesley Sims</td>
<td>Edmonton Design Committee</td>
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<td>Leanne Soligo</td>
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<tr>
<td>Elizabeth Songer</td>
<td>Council, Executive Committee</td>
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<tr>
<td>Robert Spaetgens</td>
<td>Council, Complaints Review Committee</td>
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<tr>
<td>Peter Streith</td>
<td>CALA International Relations Committee</td>
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<td>Keir Stuhlmiller</td>
<td>Council</td>
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<tr>
<td>Stephen Suen</td>
<td>Safety Codes Council - Fire Sub-Council</td>
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<tr>
<td>Patti Swanson</td>
<td>Council, Executive Committee, Legislation Committee, Nominating Committee</td>
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<tr>
<td>Avery Temofychuk</td>
<td>Registration Committee</td>
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<tr>
<td>Sandra Valens</td>
<td>Professional Development Advisory Committee</td>
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<td>Philip Vandermeiy</td>
<td>Calgary Urban Design Review Panel</td>
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<td>Shelley Van Tamelen</td>
<td>Professional Development Advisory Committee</td>
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<td>John Webster</td>
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<td>John Wheatley</td>
<td>Registration Committee</td>
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<tr>
<td>Beverly Wilson</td>
<td>Licensed Interior Design Task Force, Registration Committee</td>
</tr>
<tr>
<td>Luisa Zilla</td>
<td>Professional Development Advisory Committee</td>
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</tbody>
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This past year, the AAA faced many challenges, some regulatory, some practice-related, but the association has also made some rewarding progress, especially in strengthening our relationships with related organizations. We take humble pride in the successes, and while addressing the concerning issues, both Council and staff faced them as possibilities for refinement and areas of potential improvement to become a stronger organization.

Council’s leadership through this year’s efforts in regulating the architecture and interior design professions would be fruitless without the dedication and hard work of volunteers from the membership, especially those serving on committees. We also could not be here today if it weren’t for the dedicated Duggan House staff that keep the engine of the AAA running.

Council
In addition to addressing regulatory challenges at both a provincial and national level, Council spent a great deal of energy tackling many issues:

- At Think Tank 2017, we focused on looking to the future. We considered where the professions are going and how the association ensures we are ready to support the professions when we get there. From Teslas to 3D printed buildings, we tried to foresee the many directions our professions could take and, in doing so, check in with our current operations to try to anticipate the tools we will need when the future arrives.

- Council reviewed and provided direction for new practice bulletins and policies that seek to provide guidance to our membership in an ever-changing practice environment.

- We continued to work with both the Minister and the Deputy Minister of Alberta Infrastructure (AI) with the goal of building our relationship and strengthening the ongoing dialogue between AI and the AAA. Given that AI is one of the biggest clients in Alberta for our membership, we stressed the need for our involvement in issues that affect our professions.

- Life Membership – 2018 will be the first year we recognize members using the revised criteria for this significant milestone. We have more than 180 members who will be honoured this year. I congratulate you all on your longevity within the professions and your contributions to the built landscape within our province and beyond.

- A non-voting Licensed Interior Designer (LID) position was added to Council and we welcomed Natasha Jalbert to the team. We definitely appreciate having another LID on Council. Her guidance and input related to the profession of interior design helps to strengthen the profile of our LIDs. This additional voice on Council also supports proposed future changes to our membership, including the potential merger with the Interior Designers of Alberta (IDA).

I want to express my appreciation to all the members of Council for their commitment to these and so many other issues that Council faced this past year. I found this group of councilors and ex-officio members to have been respectful in their approach and thoughtful in their deliberation. It has been my pleasure to serve with them.

Volunteer / Committee Members
Council could not do its job without the work of its committees and the many volunteer hours spent serving on them. The AAA relies on the strength and experience of our members. It is through their contributions that we will ensure our sustainability and shape the future of our professions.
Special recognition must go out to the following:

- Practice Advisory Committee for diligently researching and preparing practice bulletins as issues arise and providing ongoing practice support to our members. Of particular note, they are continuing to work with Council to clarify the complicated world of appropriate compensation.

- Joint Board of Practice which came together for the first time in years to resolve a key application for an architectural / engineering firm. The current trend indicates that we may need this committee more frequently in the coming years.

- Advocacy Committee has made real progress towards an advocacy strategy that will guide us for the next three years.

- Practice Review Board has been dormant for years, but new terms of reference have been developed and excellent volunteers recruited. By the time this report goes to print, the kick off meeting for this board will have occurred and work will be underway.

- Complaints Review Committee continues to respond to concerns and queries from the public and then assesses these concerns against the standards of practice and ethics mandated for our members. A significant number of hours have been invested by these volunteers serving as investigators and hearing panel members.

- Legislation Review Committee continues to work on several items in the legislation revisions as we sort out the last details: updating some legal clarifications, closing loopholes, and tightening regulatory wording. The progress has not been without challenges, however, and as we face a looming expiry date for the General Regulation, the membership will be asked to make an important decision.

- Registration Committee continues to strive to keep our membership relevant and ensures new members are well-equipped to meet the future needs of our professions.

- Numerous volunteers also represent the AAA on external committees, ensuring our professions are represented in the greater community in a meaningful way.

Administration

Many positive changes have occurred at Duggan House under the leadership of our Executive Director, Barbara Bruce. Below is just a snapshot of what our administration team has been up to over the past year:

- Online professional development reporting has been working well. We appreciate everyone’s patience as we continue to refine it. The majority of the membership finds it useful.

- Update to Appendix B for intern architects – The program updates were approved by Council and details will be released to interns very soon.

- An updated logbook template for intern interior designers has been implemented.

- Work is underway to completely revamp the AAA website.

- A complaints training course has been developed to assist our complaints review investigators and hearing panel members with their duties.

- Online voting for Council elections was implemented for the first time in 2017, with a high level of uptake from our members, resulting in greater participation in the election process.

- AAA supported scholarships at NAIT, SAIT, University of Calgary EVDS and Mount Royal University’s Interior Design program. In 2017, we made a modest increase in the amount of the financial awards.

One of the best things about being President is getting to know the staff better. Being on a first name basis with all of the staff, I can say with certainty that each person there is proud to be involved in the world of architecture and interior design. Duggan House is filled with a culture of dedication and joy in their work. I thank each and every one of the staff for taking on tasks over and above their daily fare to make Council’s job easier and for serving our membership with rigor and respect. Thank you all!
The AAA actively engages with the regulators in Canada and the Canadian Architectural Licensing Authorities (CALA) on several initiatives. The CALA representative from AAA Council and the Executive Director attended CALA meetings twice in 2017. In May, the meeting was in Ottawa, in conjunction with the Royal Architectural Institute of Canada (RAIC) Festival and in October, the meeting was held in Montreal.

Operating as an informal organization, CALA members work collectively to develop and adopt nationally recognized standards and programs to meet their regulatory responsibilities as well as the needs of the architectural profession.

The administration of CALA was centralized in 2017 with the hiring of a part-time administrator who is coordinated by the Architectural Institute of British Columbia (AIBC) office. This was a welcome move to facilitate enhanced communications, centralize corporate documentation and accounting, and provide much-needed support to the planning and implementation of CALA meetings.

As a whole, in 2017, CALA committed to financially support a major update to the Canadian Handbook of Practice (CHOP Manual) which is being managed by RAIC. As the AAA’s Executive Director, I am serving on the steering committee for this project and an editorial committee made up of professionals from across Canada is currently guiding the extensive review of the content. The project is on track for delivery of an updated manual, with online access, in the spring of 2019. As per the agreement with RAIC, members of the AAA will each have access to the updated CHOP manual when it is rolled out.

Committee of the Examination for Architects in Canada (CExAC)

The 2017 sitting of the Examination for Architects in Canada (ExAC) had a few more interns writing, compared to the previous year. The national “clean pass rate” (successfully passing all four exams in the first sitting) is slightly higher but continues to be stable since the exam’s inception in 2008. This is a positive notable statistic. The number of Alberta writers was notably lower than last year and the province’s pass rate was on the lower end, when compared against other jurisdictions. Continued thorough detailed review of results by consultants working for CExAC, ensures the exam remains a reliable means for testing Canadian architectural interns, with continued improvement of the exam from year to year.

To improve the administration of the exam, CExAC has refined the objectives to ensure it is an up-to-date reflection of the internship program. These objectives will be updated in the exam and on the website for the 2018 cycle. Improvements continue to be made to the website and to streamlining the online registration process.

The CExAC thanks its volunteers for helping to make this year’s sitting of the exam another success. Without the continued support of professional members, the exam would not be possible. Volunteers are involved in question writing in the spring, question vetting in the fall and marking in December. Please take notice of the AAA eBulletins for announcements of opportunities to become involved, as participation from Alberta is always greatly appreciated and it is important our region is represented.
Canadian Architectural Certification Board (CACB) Standing Committee

This is an ongoing committee that works with both the Canadian Schools of Architecture (CCUSA) and the board of CACB and has completed the revisions to the Conditions and Procedures for Accreditation. School-visiting teams began using these terms in 2018 when making accreditation visits.

Currently the committee is working with CCUSA to look at an integration of the intern program and the education. The profession established a minimum competency level to be registered as an architect and the committee is working to integrate all aspects of this process.

The Broadly Experienced Foreign Architects (BEFA) program has been operational for five years with approximately 236 applicants, with 46 of those applicants being licensed in various jurisdictions across Canada. At the start of the program, we had committed to undertaking a review of the program which will be started later this year. The Government of Canada through IRCC have asked us to work with them on the express entry program and if the BEFA program can be integrated into their program.

Intern Architect Program (IAP) Task Force

The work of the IAP Task Force is on hold pending the conclusion of the integration program mentioned above.

Future of Architecture

There is a special committee developed under the standing committee on CACB to establish a process to engage the profession and all stakeholders in developing a national architectural policy. A subgroup of this committee is developing a position paper for circulation. More details will be available later this summer. The AAA has contributed financial support to this committee.

International Relations Committee (IRC)

Peter Streith, Architect, AAA continues to serve on this national committee.

Canada – Europe (ACE MRA)

The priority of the IRC over the last year has been the finalization of the mutual recognition agreement (MRA) with the Architects Council of Europe (ACE). As of March 2018, the terms and conditions of the agreement have been resolved. ACE and IRC will be signing the MRA in April 2018, allowing ACE and CALA to forward the document to the 28 European states and 11 Canadian regulators for ratification.

IRC will be arranging the official signing ceremony at CALA’s fall meeting in Montreal this October with an anticipated implementation date of January 1, 2019.

With the financial support of Employment & Social Development Canada (ESDC) the IRC was able to finalize the MRA with ACE and begin work on the development of the Domain Specific Assessment (online course) for prospective European architects applying to practice in Canada. The development of the course is proceeding well and should be ready for final testing in October 2018. The balance of the administrative processes related to the MRA with ACE will be finalized over the summer and will be ready for the planned implementation date.

Canada – USA

On the Canada/United States Mutual Recognition Agreement (MRA), 40 states remain signatory to the agreement. National Council of Architectural Registration Boards (NCARB) has continued to work with their lawyers to remove the remaining legal impediments for some of the remaining states that are not currently signatory to the agreement.

The IRC has attended various meetings with Global Affairs to discuss the implications of a renegotiation of NAFTA and any potential affects on the MRA.

Canada – Mexico – USA (Tri National MRA)

FCARM (Mexico), NCARB (USA), and IRC (Canada) met in January to review the current Tri-National Agreement and the number of American states that remain signatory to the agreement. All three architectural committees restated their support for the agreement in light of the current NAFTA negotiations.

APEC

At the Asia-Pacific Economic Cooperation (APEC) Central Council meeting in Malaysia in October 2016, the IRC conducted exploratory discussions with China, Korea, Singapore, Malaysia, Hong Kong and Japan.

Members of the IRC committee will be attending the 2018 APEC Central Council meeting and, under the direction of CALA, will be continuing the discussions with Japan regarding a potential MRA.
2017 and the start of 2018 continues to be an active time for Duggan House and Council and I am proud to serve with such a determined and ambitious group of volunteers. Council has worked hard to reconnect with membership and stakeholders to best understand the issues that are facing our professions in 2018 and beyond.

I am honoured to have been elected Vice President and look forward to leading Council for the 2018/2019 term. Following the dedicated leadership of our Past President, Patti Swanson and our current President, Elizabeth Songer, I have been engaged in several important issues around advocacy affecting our professions.

Council established the Advocacy Committee in 2016 with their initial deliverable being the development of an advocacy strategy to guide the outreach activities of AAA in the coming years. Committee members have met regularly during the latter half of 2016 and into 2017. They brought a variety of perspectives to the table and discussed ways in which the AAA could take a more proactive role in various areas to advocate for the professions of architecture and interior design. Important groundwork has been done on target audiences and key messages by the committee. We are optimistic that 2018 will result in a strong advocacy strategy that all members of AAA will see value in.

Duggan House staff continues to develop the new AAA website and we are thrilled to be able to roll this out in 2018.

On behalf of Council, I would like to recognize the staff at Duggan House for continuing association initiatives and for their commitment to providing excellent member service. I also wish to thank our Executive Director, Barbara Bruce, for continuing to provide us with strong strategic and operational leadership.

Finally, I look forward to serving you as the 80th President of the AAA and to carry forward the diligent efforts of my predecessors. Council remains dedicated to strengthening our association, growing the membership and enhancing services to better support our members.
While the AAA Legislation Task Forces continue to work on ironing out the specific details of our proposed changes to the Architects Act, I am sorry to say that we have made little headway with moving these changes forward with the Professional Governance Branch of the Government of Alberta (GOA) this year. As it stands today, the GOA has not identified a target date that our legislative amendments will go before the Legislative Assembly.

Ongoing discussions with the Professional Governance Branch have continued over the past year, although two issues have dominated and distracted our progress forward.

1. Expiration of our General Regulation on October 31st, 2018

When the AAA, at the request of the GOA, began our work on revising the Architects Act in 2012, we expected our proposed changes would be reviewed by the Legislative Assembly in 2015 or 2016. Clearly, when we started this process we did not think we would be running up against a 2018 General Regulation expiry date. When there was a change in leadership at the GOA, we saw this expiry date as a bookend that would ensure our proposed changes to the Act would be reviewed. Unfortunately, this is not the case.

Earlier this year we discussed the expiry date with the Professional Governance Branch and they introduced the idea of just eliminating the expiry date all together. This concerned us, as we believed that it was this impending expiration of our General Regulation that has kept our legislative renewal on the Ministry's legislative plan. As an alternative, we requested that the expiry date be extended for two years. In late March 2018, we received official documentation from the GOA asking us to have our members vote on the elimination of the expiry date at this year's AGM.

At the time of writing this report we have sent a letter to the Minister asking that they reconsider and look at extending our expiry date to October 31st 2021. Additionally, we asked that if they intend to proceed with having our members vote on eliminating the expiry date of our General Regulation, that they send a representative to our AGM to explain to our membership their rationale for doing so.

2. Integration of the Interior Designers of Alberta (IDA) within the AAA membership

Also, at the request of the GOA, the AAA was asked to look at including affiliated professions under the AAA Act, and specifically to look at amalgamating Registered Interior Designers (RID), members of IDA, with the Licensed Interior Designers (LID) already included in the AAA. IDA exists under the Societies Act (initially established by the Interior Design Act in 1960). It is part of the GOA's mandate to merge similar professions to create larger professional regulatory bodies. The AAA sees this possible integration as a very positive change, enabling a stronger LID community and clearing up any confusion the public may have as to the practice of interior design in Alberta.

After a series of meetings with AAA, IDA and the Professional Governance Branch, the government's position has been clarified and I am optimistic that we can now proceed with this work. We have recently established an Interior Design Legislation Review Task Force that is well represented by both LIDs and the IDA. The goal of the task force will be to identify and resolve legislation issues facing the entire interior design community in Alberta.
Despite the ongoing economic challenges faced by our province over the past several years, I am pleased to report moderate growth in the number of practitioners registered by the AAA during 2017.

The table below represents an at-a-glance comparison of category totals for the past two years.

<table>
<thead>
<tr>
<th>Member Categories</th>
<th>Totals at Year End</th>
<th>Difference (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered Architect</td>
<td>1,166</td>
<td>1,216</td>
</tr>
<tr>
<td>Licensed Interior Designer</td>
<td>69</td>
<td>67</td>
</tr>
<tr>
<td>Intern Architect</td>
<td>330</td>
<td>295</td>
</tr>
<tr>
<td>Intern Interior Designer</td>
<td>35</td>
<td>36</td>
</tr>
<tr>
<td>Retired Member</td>
<td>85</td>
<td>86</td>
</tr>
</tbody>
</table>

While we experienced an increase in the number of Registered Architects at year end, there was a decrease in the number of Licensed Interior Designers. In contrast, the number of intern architects has decreased, but we have experienced an increase in the number of intern interior designers. This may be a reflection of the current economy as some of our former intern architects have sought work elsewhere.

Reflecting the demographic changes occurring in the working public at large, the number of retired members continues to increase. When all categories of membership are considered, the overall membership at the AAA has increased nominally.

Detailed figures for newly registered members in Alberta during 2017 are as follows:
- 43 through completion of internship (first registration)
- 57 through reciprocity (Canadian professionals)
- 14 through inter-recognition (U.S. professionals)
- 4 through the Broadly Experienced Foreign-trained Architect program
- 1 through reinstatement (previously registered with AAA)

We continue to review and approve the registration of new architecture and interior design practices as well as revisions to ownership in existing practices, maintaining compliance with the Architects Act and General Regulation. Our records at year end reflected a total of 615 firms and corporations and 122 non-practicing corporations, of which 256 (41.6 percent) are located outside Alberta.

We also continue our efforts to standardize and simplify the registration process for Registered Architects and Licensed Interior Designers and their practices. Conformity to mandatory continuing education requirements is also carefully monitored, to ensure that all members are meeting the established standards.

As Registrar, I commend the consistent registration management and record keeping procedures at the AAA and express my gratitude to the staff at Duggan House who continue to be on top of the administrative challenges posed by the registration processes. Their contribution to the regulation of the practice of architecture and interior design is important within our mandate to protect the public in Alberta.
The AAA Registration Committee is the volunteer group that works with Duggan House staff to review all intern logbooks from intern architects (IAs), intern interior designers (IIDs), syllabus students, and applications from those who may have other experience path requests. We also review, confirm experience and interview applicants who are on their way to registration with us.

The work can be complicated as we try to evaluate varied experiences and work situations consistently and fairly. This past year, we have continued previous years’ work to add clarity and a better sense of definition to the registration process. Our goal has continued to be to ensure fairness and consistent evaluation standards for all applications.

Along with these initiatives, there is a continued effort to improve IID logbooks and reporting to ensure that IIDs are getting the best experience that enables them to meet the benchmark standards set by the AAA.

Support for the Registration Committee has been steadfastly provided by all of Duggan House staff, in particular Barbara Bruce and Yasmin Tejpar, whose experience and knowledge has made the program a success.

On top of this regular work, two intern architect information sessions were again hosted this year. These sessions provide a forum to communicate intern specific information and an arena for the next generation of architects to ask detailed questions.

This year another 50 interns made the significant transition from intern to registered architect or licensed interior designer. The induction ceremony in Calgary held at the end of March was a celebration of their tireless efforts and the culmination of years of determination. Congratulations to each one of you who crossed the stage and officially became registered!
The increased activity and awareness of the Practice Advisory Committee (PAC) by the membership has resulted in an increase in services to all areas of professional practice since 2015. Members should continue to be on the lookout for eBulletins and other notices that announce the posting of important new material on the AAA website. These practice resources are provided for the benefit of all members and are intended to assist you in addressing current practice or regulatory issues.

Some of our notable new activities in 2017 include:

- The updating and release of several practice bulletins, including an ongoing consultation with Alberta Municipal Affairs regarding PB-26: When is an Architect or a Licensed Interior Designer Needed on a Project? This document is being re-issued under a new title: Professional Involvement on Building Projects. It is better harmonized with the Alberta Building Code and the Safety Codes Act and updates matters of scope for the work of Licensed Interior Designers.

- We continue to address onerous contract issues and client written agreements that increase the duty of care to, at times, uninsurable standards. This is an ongoing initiative.

- Procurement processes that include expectations for professional services at risk and for no compensation emerged as a new priority in 2017. This is a pan-Canadian problem for architects in all jurisdictions and reaches across both public and private sectors. This is also an ongoing initiative.

Certain activities remain constant:

- General practice management issues related to contracts, document management, use of seal, copyright, moral rights, succession, contract administration, communications and marketing remain the subject of many inquiries.

- Reports of unauthorized practice or misrepresentation have also resulted in a very successful cease and desist campaign against unauthorized practice. Members are reminded of their duty under the Architects Act to report any suspected occurrence of unauthorized practice to the AAA for follow-up investigation and action, if needed. Together, this is making a difference.

I wish to personally thank my current PAC team members, Randy Krebes and Len Rodrigues and former team member, Chris Kourouniotis, for their individual dedication during the past year. Executive Director, Barbara Bruce is, and has always been, a valuable leader and resource to PAC.

To the AAA staff who consistently show a commitment to each other and to the membership above all within the challenging context of a changing profession, thanks is likely not enough.

Finally, on behalf of my PAC team, I express gratitude to our members for your reporting and for your loyalty and patience with this office. We try to respond to you as quickly as we can, despite the complexities of some of the requests that we receive and the part-time mandate that we fulfill.
The last reporting period has been busy for the Complaints Review Committee (CRC), Duggan House support and administration team, and our legal counsel. We have nine active files ranging in severity and complexity. Unfortunately, a few of these complaints will be going through the hearing process that will add to the burden of work and time demands placed on the committee and administration.

Although this year the number of complaints is not on a steep rise, the detailed legal attention, due diligence and thorough investigation required for these files is becoming increasingly comprehensive. An informal, laissez-faire approach to complaints, no matter the severity, is not acceptable these days. The expectations of the courts and the presumption of higher professional standards by the public and government agencies is putting pressure on our professions to be more accountable, more competent, exercise better project management, better practice procedures and to be better communicators. The number of complainants that are readily inclined to litigate makes it necessary to apply stringent process and protocols that were not at work 10 years ago.

Once again, the underlying cause of most complaints is the general lack of respect between parties resulting in unfulfilled or false expectations. Poor communication, poor record-keeping, absence of proper contracts and an inability to maintain positive relations with clients and associates are the predominant reasons for complaints to originate. The delivery of services without a proper agreement, contract or clear definition of scope and service principles ultimately leads to disputes. Very few complaints arise due to “design” deficiencies. Clients and the public rarely complain about building form, functionality, esthetics, etc. The majority of complaints arise during the construction documentation and construction administration phase of a project.

A common element that was a concern last year still persists. It is the lack of professionalism and recognition by registered members when sealing or stamping documents. Those documents must have been prepared by, or under the personal supervision, direction and control of, the registered member. The Architects Act is very clear on this matter. Please refer to Part 1 Scope of Practice, Section 2, (1), (2), and (3) for the actual regulation. As well, I would encourage all members to download and familiarize themselves with all practice bulletins on the AAA website and call or email the Practice Advisory Committee or Director of Practice when in doubt.

I would like to thank our volunteer members of the CRC, particularly those who are currently serving on the various hearings and investigations and to those who are always willing and ready to help out. As mentioned, there is an ever-increasing importance and emphasis on the complaints review process. Protecting the public interest and assuring our standard of care underscores most of what we do as a professional association and is our first priority. The AAA relies on volunteer commitment for the many hours of work that is expected of this very important endeavour.

A special thanks to our Executive Director, Barbara Bruce, legal counsel, Paula Hale, Executive Assistant, Sheila Nitti, and Policy & Compliance Officer, Nishika Kalupahana. The CRC relies on your insights, assistance, and unwavering dedication. We couldn’t do what we do without you.
It has been an exciting year for the Professional Development (PD) program. The much-anticipated online PD reporting system was successfully launched in early 2017. This new system allows members to quickly self-report their learning activities, complete their primary jurisdiction declaration and view their transcript at any time.

Once again, this was a busy year for professional development events. The 2017 Annual General Meeting and Professional Development Symposium in May highlighted energy-related topics including energy efficiency and the National Energy Code of Canada for Buildings. Keynote speaker Michael Szabo explored the balance between energy efficiency and design. The event was well attended and the majority of survey respondents rated the event as “Very Good” or “Excellent”.

The “Energy Matters” theme was carried forward into our October Professional Development Day. This full-day event featured keynote speakers Peter Busby and David Dodge. The professional development sessions covered a variety of important and timely energy-related topics including Passive House, the WELL Building standard and energy codes. The popularity of these topics was reflected in a 40% increase in the event’s attendance. Event feedback was favourable, with 94% of respondents rating the overall event positively.

We can also happily report that the online building envelope course is in the late stages of its development and we look forward to launching it later in 2018.

Finally, as we come to the close of our first two-year reporting period on June 30th, 2018 we hope the adjustments made to the length of the reporting program have allowed members greater flexibility in scheduling PD sessions. The next two-year reporting period will begin on July 1st, 2018.

Thank you to the members of the PD Advisory Committee for sharing their valuable time and expertise!

We look forward to another great year of PD with over 20 speakers slated to present at Banff Session 2018 and planning in the works for October PD Day 2018.
Following changes in the bylaws voted on by membership in May 2017 making room for a second Licensed Interior Design (LID) representative on Council, at the September 2017 Council meeting, Natasha Jalbert was approved to Council to serve in this capacity. For more than 30 years, there has been a single voting LID on Council representing the voice of our interior design members. Now, we share the privilege of representing the AAA membership and have had the pleasure of working with our fellow interior design representatives on Council, Marcie-Rae MacFarqhar, Intern Interior Designer, AAA, and Paula Dozois, the interior design educator from Mount Royal University. We are able to bounce ideas off each other, talk about the profession, and have time to reach out to other members. We are hoping it will make a difference. Hats off to those that came before us!

Much groundwork regarding some key interior design initiatives had already been done when the baton was passed. This year we have accomplished the following:

- Interior Design…Sharepoint – This year we began a special section within the monthly eBulletin for matters related to interior design.
- LID internal structure within AAA – We now have an Interior Design Advisory Committee which is a permanent, standing committee appointed by Council. Its mandate is to guide the AAA in providing leadership, advice and feedback on the interior design profession in Alberta.
- Influence as an interior design professional regulatory body – Talks and meetings continue with the Interior Designers of Alberta (IDA) in hopes of creating a strong, single voice from Alberta within the national interior design community. We thank the IDA for their continued work alongside us!
- LID input to revisions of Practice Bulletin PB-26 – Starting last summer, a group of LIDs began collaborating with the Practice Advisory Committee on updates to Practice Bulletin PB-26: When is an Architect or Licensed Interior Designer Needed on a Project? It has taken many months, and several iterations back and forth with Alberta Municipal Affairs, but a robust and meaningful update to this practice bulletin is expected to be published soon.
- Interior Design Legislation Review Task Force – A new working group has been established to focus on all matters related to interior design within the Architects Act. While LIDs have participated in the other topic-specific legislation review task forces, there has not been a group focused on how the profession of interior design is represented in and supported by the legislation. Some of the members of this task force are members of both AAA and the IDA, so the perspective of both licensed interior designers and registered interior designers will be at the table.

Your interior design representatives on Council and the administration team at Duggan House appreciate all the time and effort put forth by volunteers. The love and passion for our profession is apparent!
On behalf of the Intern Interior Design body in Alberta, I would like to say thank you for the rewarding experience that sitting on the AAA Council has provided. It was valuable to see the inner-workings of Council to further understand its regulatory role in our profession. I now better understand the role of the AAA and its mission to maintain the safety and wellbeing of the public at large.

Throughout the past term, I have taken time to listen and converse with fellow interns to gain insight into both what is working well for the internship program, and what could use improvement. One issue I have heard from multiple interns is difficulty navigating the website and maintaining communication with the AAA. I am pleased that the AAA’s website design is well underway and I am confident that its forthcoming modifications will help alleviate this problem soon. Other concerns are centered around the quality of mentorship received by the interns. This is an encouraging concern by young professionals as it indicates a high level of engagement and professionalism held by the interns. Mentorship screening is an area where the Council could make improvements. By implementing checks and balances in the mentorship process and adding further prerequisites to becoming a mentor, a higher level of engagement and participation may be achieved.

Held in late fall, the AAA once again facilitated an information session for students of the Bachelor of Interior Design program at Mount Royal University. The format of the event differed from previous years with Council members sharing a meal with students to facilitate a more open dialog. The event was quite successful, as the students were engaged and participated in meaningful discussion around both professions of architecture and interior design.

It was encouraging to see the level of interest and knowledge of the students already had regarding the AAA.

Throughout this term, the AAA Council members have been working hard to strategize and ensure the longevity of the association for years to come. Looking for ways to engage both a younger demographic and diversify to include other professions, (Architectural and Interior Design Technologists) has proved an exciting topic to discuss. While there have been many great ideas and interesting discussion, more time is needed to see these new strategies implemented by the newly created task force groups. I am eager to see where the working groups established over the past year will take the association in terms of advocacy, ties with varying professional associations, and the ever-growing number of LID members that are a part of the association.

In closing, I am so appreciative for the opportunity to serve on Council this past term. The AAA Council members are a diverse group of professionals from all corners of the province whose collective experience have proved insightful and inspiring to me as a young professional. I look forward to my continued involvement in the AAA throughout my professional career.
Being the Intern Architect Representative on Council has been a valuable and uplifting experience. Attending Council meetings and participating in discussions with my fellow Council members gave me deep insight into the immense commitment Council contributes to our association. Moreover, it has taught me the important duty Council has in governing our professions.

This role has allowed me to support other intern members and share the experience I gained over the past term. Aside from attending Council meetings, I have had the opportunity to be part of the Think Tank 2017 workshop. The workshop focused on tasks Council wants to take on in the following term. It was very helpful and encouraging to begin the term with this workshop because it provided a better understanding of Council’s work and responsibilities. Being able to engage in debates with other Council members was truly inspiring and an extremely motivational experience.

As the Intern Architect Representative, the AAA is supporting my attendance at the Royal Architectural Institute of Canada (RAIC) Festival in June 2018. During the festival, I will participate in several events held by the RAIC Emerging Practitioners to represent the AAA. It is a tremendous opportunity to connect with other intern architect representatives and the wider architectural community.

I have been attending the monthly-held RAIC EP teleconference meetings which have been a great platform to exchange experiences and focus on concerns interns are facing regarding the Intern in Architecture Program process.

The annual intern information sessions will be held in late spring this year. The goal is to inform intern members about the path to registration. Furthermore, the intention is to offer intern architects a sense of community and encourage them to interact with their peers.

Serving on Council and engaging with other professionals has been a privilege. I am deeply grateful to have had this opportunity. I have gained valuable knowledge about the professions and Council’s endeavors and commitment to strive for our professional growths. I would like to express my sincere appreciation for the association’s effort to support its intern members. It has been a delight to work with my fellow Council members and the association staff.
The Bachelor of Interior Design (BID) program is in full swing with our third-year students embarking on their spring/summer work terms. They will return for two more semesters of study prior to graduating in 2019 as our first BID class. Students are working with a variety of innovative ideas and technologies throughout the new curriculum. In our own Mount Royal University (MRU) “neighbourhood”, the third-year class created prototypes for their final studio projects working in our Maker’s Studio in the new MRU Library.

Our CIDA Accreditation visit occurred in mid-March and was a significant undertaking with all hands on deck for the assembly and display of student work. Students also had the opportunity to partake in a number of extracurricular projects and events this year including: the annual Calgary Chapter of Construction Specifications Canada (CSC) competition reached out to MRU and SAIT students to collaborate in an SPCA-sponsored charette to create a mobile pet-and-person-friendly unit, and our Interior Design Student Society hosted a speaker-based event, Design Cubed, that exposed students of all years to a diverse range of design-related topics.

MRU celebrated the last “Primarily It’s a Party” event—a mainstay in the Calgary design community calendar. We look forward to planning new and vibrant design community activities.

The Master of Architecture Program at the University of Calgary has seen a continuation of our commitment to educating the future leaders architecture, building on our excellence in design research and fostering conversations about design within the broader community through lectures, symposia and community engaged scholarship.

In the summer of 2017 Dr. John Brown was appointed as the Interim Dean for the Faculty of Environmental Design (EVDS) and was then appointed to the position of Dean in March of 2018 following an international search.

Our program continues to evolve its curriculum to expose students to a wide range of courses and experiences in support of their design education.

This year students completed study abroad terms in Barcelona, Tokyo and Portland. As part of our unique block week courses, we hosted three visiting lecturers to lead the students in a one-week intensive course. Students and faculty members engaged in a number of design-build community engagement projects including the production of large scale urban furniture for the Walk21 Conference in Calgary in the fall of 2017.

Thanks to student association leaders and student volunteers, the annual EVDS networking and studio crawl events saw strong turnouts from industry guests, while other continuing initiatives such as the sweater design competition and ski trip also saw great participation.

In our fall semester, the Students Association gallery team facilitated a number of new exhibits, such as the “Summer Snaps” collection of student summer photography, and the “what’s in a diagram” student compilation.

Lastly, the EVDS student body would like to thank the AAA for once again supporting our Year End Show exhibit.
The AAA continues to be in a very stable financial position and is well-placed to remain so into the future. The auditor’s report by Collins Barrow, which provides the requisite third-party oversight for our internal financial management for our members, confirms the positive state of our finances.

In 2017 operational revenues exceeded expenses by over $220,000 despite the fact that this was not a Banff Session year which typically produces additional revenue for the AAA. Council decided not to increase member dues in 2017 with the expectation that surplus funds from the 2016 Banff Session year could be used to offset any additional expenses. The balance of the unrestricted funds (as of December 31, 2017) was approximately $958,000. Anticipated 2018 projects have been budgeted at $387,000 from the unrestricted funds and include legislation review, CHOP manual, website development, complaints review training, administration for the complaints process, database enhancement, web development, basement improvement project including workstation/office space reconfiguration, archive file conversion and new filing system, advocacy initiatives and education campaign for the authorities having jurisdiction.

Since our cash position remained strong at the end of 2017, we were also able to transfer $256,000 from our unrestricted funds to support the following cash reserves in our restricted funds:

- The Legal Contingency Fund was increased by $100,000 to grow to a balance of $1,600,000 in order to provide for legal and other costs arising from challenges to the profession and professional conduct disciplinary matters.
- The Financial Stabilization Fund was topped up by $50,000 to a balance of $770,000 to safeguard the association against uncertainty and to provide for unexpected expenditures and new programs.
- Duggan House Maintenance and Historical Fund was increased by $6,000 to a balance of $206,000 to provide for any additional restoration and maintenance expenses.
- A new AAA Office Space Relocation Fund of $100,000 was established to assist with potential administration office move due to anticipated future increases in staffing and growth in membership.

As presented in this annual report, our “Statement of Financial Position” is quite strong, allowing us to not only weather the current economic climate, but also to look at ways of providing better services to our members in 2018. The Council and administration staff at Duggan House are dedicated to maintaining our goals of ensuring long-term financial stability for the association in the years to come.

I would like to take this opportunity on behalf of Council to thank the administrative team at Duggan House for the meticulous management of AAA finances and development of our financial statements. It has been an honor to serve as your Treasurer for the past year.
REVENUE
Annual Dues $ 1,705,000
Interest 59,000
Administration Fees/Charges 39,000
Total Operations Revenue $ 1,803,000

EXPENSES
Council & Committees $ 106,400
Human Resources 1,311,500
Duggan House Operations 326,615
Amortization 79,000
National Levy 48,500
Legislation Review 36,000
Total Operations Expenditures $ 1,908,015

PROGRAMS REVENUE
Registration 60,000
Practice 0
Professional Development 114,500
Communications 526,135
Total Program Revenue $ 700,635

PROGRAMS EXPENSES
Registration 33,300
Practice 108,850
Professional Development 33,015
Communications 417,659
Total Program Expenditures $ 592,824

Total Revenue $ 2,503,635
Total Expenses $ 2,500,839
Operations Surplus 2,796

BUDGET BY EXPENDITURE AREA
Operations 72%
Programs 24%
Council/Committees 4%
INDEPENDENT AUDITORS' REPORT

To the Members of The Alberta Association of Architects

We have audited the accompanying financial statements of The Alberta Association of Architects, which comprise the statement of financial position as at December 31, 2017 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of The Alberta Association of Architects as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Edmonton, Alberta
March 21, 2018

Chartered Professional Accountants

Collins Barrow Edmonton LLP
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Edmonton, Alberta
T5J 0H6 Canada
T. 780.428.1522
F. 780.425.8189
www.collinsbarrow.com
### THE ALBERTA ASSOCIATION OF ARCHITECTS

Statement of Financial Position  
December 31, 2017

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2017</th>
<th>2016</th>
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</thead>
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<td>1,938,574</td>
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| **LIABILITIES AND NET ASSETS** |                 |                 |
| **CURRENT**                   |                 |                 |
| Accounts payable and accrued liabilities (Note 7) | 263,872       | 216,781         |
| Deferred contributions (Note 8) | 1,632,423      | 1,508,706       |
| **TOTAL LIABILITIES**         | 1,896,295       | 1,725,487       |

| **NET ASSETS**                |                 |                 |
| Invested in property and equipment | 1,346,741       | 1,355,225       |
| Internally restricted (Note 9) | 2,676,000       | 2,420,000       |
| Unrestricted                  | 957,778         | 978,326         |
| **TOTAL NET ASSETS**          | 4,980,519       | 4,753,551       |

| **TOTAL ASSETS**              | 6,876,814       | 6,479,038       |

Approved by the Council  
President - Elizabeth Songer, Architect, AAA  
Treasurer - Janelle Gescher, Architect, AAA  

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THE ALBERTA ASSOCIATION OF ARCHITECTS
Statement of Operations
For the Year Ended December 31, 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
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<tbody>
<tr>
<td><strong>REVENUES</strong></td>
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<td>Operations (Schedule 1)</td>
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<td><strong>REVENUES OVER EXPENSES</strong></td>
<td><strong>$226,968</strong></td>
<td><strong>$581,053</strong></td>
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# THE ALBERTA ASSOCIATION OF ARCHITECTS

Statement of Changes in Net Assets
Year Ended December 31, 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NET ASSETS - BEGINNING OF YEAR</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>$ 978,326</td>
<td>$ 4,753,551</td>
</tr>
<tr>
<td>Invested in Property and Equipment</td>
<td>$ 1,355,225</td>
<td>$ 4,172,498</td>
</tr>
<tr>
<td>Duggan House Maintenance and Historical Fund</td>
<td>$ 200,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Legal Contingency Fund</td>
<td>$ 1,500,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Financial Stabilization Fund</td>
<td>$ 720,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Office Space Relocation Fund</td>
<td>$ -</td>
<td>$ 2,420,000</td>
</tr>
<tr>
<td>Total Internally Restricted Fund</td>
<td>$ 2,420,000</td>
<td>$ 4,753,551</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues over (under) expenses</td>
<td>$ 292,589</td>
<td>$ 226,968</td>
</tr>
<tr>
<td>Invested in property and equipment</td>
<td>(65,621)</td>
<td>581,053</td>
</tr>
<tr>
<td>Transfers</td>
<td>(57,137)</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>57,137</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>(256,000)</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>6,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>100,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>50,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>100,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>256,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>NET ASSETS - END OF YEAR</strong></td>
<td>$ 957,778</td>
<td>$ 4,980,519</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>$ 1,346,741</td>
<td>$ 4,753,551</td>
</tr>
<tr>
<td>Invested in Property and Equipment</td>
<td>$ 206,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Duggan House Maintenance and Historical Fund</td>
<td>$ 1,600,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Legal Contingency Fund</td>
<td>$ 770,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Financial Stabilization Fund</td>
<td>100,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Office Space Relocation Fund</td>
<td>$ 2,576,000</td>
<td>$ -</td>
</tr>
<tr>
<td>Total Internally Restricted Fund</td>
<td>$ 4,980,519</td>
<td>$ -</td>
</tr>
</tbody>
</table>
THE ALBERTA ASSOCIATION OF ARCHITECTS
Statement of Cash Flows
Year Ended December 31, 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH PROVIDED BY (USED IN):</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues over expenses</td>
<td>$226,968</td>
<td>$581,053</td>
</tr>
<tr>
<td>Item not affecting cash:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>65,621</td>
<td>53,000</td>
</tr>
<tr>
<td></td>
<td>292,589</td>
<td>634,053</td>
</tr>
<tr>
<td>Changes in non-cash working capital (Note 10)</td>
<td>106,766</td>
<td>6,890</td>
</tr>
<tr>
<td></td>
<td>399,355</td>
<td>640,943</td>
</tr>
<tr>
<td><strong>INVESTING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Increase in restricted cash</td>
<td>(256,000)</td>
<td>(270,000)</td>
</tr>
<tr>
<td>Purchase of equipment</td>
<td>(57,137)</td>
<td>(95,858)</td>
</tr>
<tr>
<td>Purchase of investments</td>
<td>(2,616,593)</td>
<td>(2,031,139)</td>
</tr>
<tr>
<td>Proceeds from redemption of matured investments</td>
<td>2,569,794</td>
<td>2,132,216</td>
</tr>
<tr>
<td></td>
<td>(359,936)</td>
<td>(264,781)</td>
</tr>
<tr>
<td><strong>INCREASE IN CASH</strong></td>
<td>39,419</td>
<td>376,162</td>
</tr>
<tr>
<td>Cash - beginning of year</td>
<td>1,317,286</td>
<td>941,124</td>
</tr>
<tr>
<td><strong>CASH - END OF YEAR</strong></td>
<td>$1,356,705</td>
<td>$1,317,286</td>
</tr>
</tbody>
</table>

See notes to financial statements
THE ALBERTA ASSOCIATION OF ARCHITECTS

Notes to Financial Statements
Year Ended December 31, 2017

1.  NATURE OF OPERATIONS

The Alberta Association of Architects (the "Association") is a not-for-profit, self-governing professional organization which regulates architects and licensed interior designers in Alberta, in accordance with the provisions of the Architects Act, RSA 2000, c.A-44. As a non-profit organization under the Income Tax Act (Canada), the Association is not subject to income taxes.

2.  SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations. Significant accounting policies observed in the preparation of the financial statements are summarized below.

Cash

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the reporting date.

Short-term investments

Short-term investments are comprised of guaranteed investment certificates with maturity dates of less than one year.

Restricted cash

Restricted cash is comprised of guaranteed investment certificates that have been restricted by management for specific programs.

Long-term investments

Long-term investments are comprised of guaranteed investment certificates with maturity dates in excess of one year.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Property and equipment

Property and equipment are recorded at cost and amortized over their estimated useful lives on a straight-line basis at the following annual rates:

- Building and improvements: 40 years
- Furniture and equipment: 10 years
- Computer equipment: 3 years
- Computer software: 3 years

The course software under development and professional development program are not amortized until they are put into use.

Professional conduct matters

Costs arising from professional conduct matters are expensed as incurred. Recoveries of these costs are recognized when collection is certain.

Donated services

The work of the Association is largely dependent on volunteer services contributed by many members. The services are not normally purchased by the Association and because of the difficulty in determining their fair value, donated services are not recognized in the financial statements.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue recognition
The Association follows the deferral method of accounting for contributions. Contributions are included in revenue in the year in which they are received or receivable, with the exception that contributions to fund a specific future period’s expenses are included in revenue in that later period.

Deferred contributions are comprised of membership dues collected in advance, special levies for programs to be completed in the subsequent year and amounts received with respect to discipline matters still unresolved at year end.

Administration fees, professional development, registration and communication revenue are recognized as the services are provided and collectability is reasonably assured.

Interest income is comprised of interest from guaranteed investment certificates and is recognized on an accrual basis.

Use of estimates
The preparation of these financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Significant estimates included in the financial statements are the allowance for doubtful accounts, amortization and accrued liabilities. Actual results could differ from these estimates.

Financial instruments

Measurement of Financial Instruments

Financial instruments are financial assets or financial liabilities of the Association where, in general, the Association has the right to receive cash or another financial asset from another party or the Association has the obligation to pay another party cash or other financial assets.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The Association initially measures its financial assets and financial liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, accounts receivable, short-term investments, restricted cash and long-term investments.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in operations.

3. SHORT-TERM AND LONG-TERM INVESTMENTS

Short-term investments consist of five guaranteed investment certificates bearing interest from 1.14% to 1.95% per annum maturing from June to December 2018. As at year-end, $2,676,000 (2016 - $2,420,000) has been reclassified to restricted cash.

Long-term investments consists of three guaranteed investment certificates bearing interest at 1.50% and 1.84% per annum maturing from January 2019 to September 2020.
THE ALBERTA ASSOCIATION OF ARCHITECTS

Notes to Financial Statements
Year Ended December 31, 2017

4. ACCOUNTS RECEIVABLE

Accounts receivable consists of the following:

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts receivable</td>
<td>$106,124</td>
<td>$87,953</td>
</tr>
<tr>
<td>Allowance for doubtful accounts</td>
<td>(67,196)</td>
<td>(67,115)</td>
</tr>
<tr>
<td></td>
<td>$38,928</td>
<td>$20,838</td>
</tr>
</tbody>
</table>

During the year, the Association recorded a bad debt recovery of $nil (2016 - $428). This amount is included in operating, professional development, practice, communications and registration expenses. The allowance for doubtful accounts includes a provision for discipline case penalties of $39,112 (2016 - $39,112).

5. RESTRICTED CASH

Restricted cash is comprised of $2,676,000 (2016 - $2,420,000) in guaranteed investment certificates outlined in Note 3, which has been internally restricted for specific programs, as described in Note 9.

6. PROPERTY AND EQUIPMENT

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>$123,936</td>
<td>$</td>
<td>$123,936</td>
<td>$123,936</td>
</tr>
<tr>
<td>Building and improvements</td>
<td>1,422,174</td>
<td>391,482</td>
<td>1,030,692</td>
<td>1,066,248</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>122,748</td>
<td>50,057</td>
<td>72,691</td>
<td>45,556</td>
</tr>
<tr>
<td>Computer equipment</td>
<td>84,355</td>
<td>80,145</td>
<td>4,210</td>
<td>5,194</td>
</tr>
<tr>
<td>Computer software</td>
<td>145,807</td>
<td>145,807</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Course software under development</td>
<td>84,274</td>
<td>-</td>
<td>84,274</td>
<td>67,885</td>
</tr>
<tr>
<td>Professional development program</td>
<td>46,406</td>
<td>15,468</td>
<td>30,938</td>
<td>46,406</td>
</tr>
<tr>
<td></td>
<td>$2,029,700</td>
<td>$682,959</td>
<td>$1,346,741</td>
<td>$1,355,225</td>
</tr>
</tbody>
</table>

The Alberta Association of Architects
THE ALBERTA ASSOCIATION OF ARCHITECTS
Notes to Financial Statements
Year Ended December 31, 2017

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Included in accounts payable and accrued liabilities is the following government remittance payable:

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goods and Services Tax payable</td>
<td>$ 80,642</td>
<td>$ 72,594</td>
</tr>
</tbody>
</table>

8. DEFERRED CONTRIBUTIONS

Deferred contributions represent member dues and registration fees received in advance for the subsequent year and sponsorship.

<table>
<thead>
<tr>
<th></th>
<th>Balance, Beginning of Year</th>
<th>Contributions Received</th>
<th>Amounts Recognized as Revenue</th>
<th>Balance, End of Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member dues</td>
<td>$ 1,453,691</td>
<td>$ 1,746,003</td>
<td>$ 1,694,184</td>
<td>$ 1,505,510</td>
</tr>
<tr>
<td>Registration fees</td>
<td>$ 55,015</td>
<td>$ 126,913</td>
<td>$ 55,015</td>
<td>$ 126,913</td>
</tr>
<tr>
<td></td>
<td>$ 1,508,706</td>
<td>$ 1,872,916</td>
<td>$ 1,749,199</td>
<td>$ 1,632,423</td>
</tr>
</tbody>
</table>
9. NET ASSETS

Unrestricted

Council has designated additional funds at the end of the year from unrestricted net assets to be used in support of projects that are either not included in the regular operating budget or that may be enhanced through additional fiscal support. The existence of such unrestricted funds allows the Association to address emerging priorities as well as unanticipated costs without having to cut back on programs or other important priorities within the current year’s budget. The reallocation of funds from the unrestricted net assets to Internally Restricted funds are described below.

Internally Restricted

Legal Contingency Fund

The Legal Contingency Fund was established to grow to a minimum balance of $2,000,000 in order to provide for legal and other costs arising from challenges to the profession and professional conduct disciplinary matters. This balance is adjusted annually to correspond to changes in the consumer price index (CPI). In the current year, a total transfer of $100,000 (inclusive of the CPI) was approved to increase to a balance of $1,600,000.

Financial Stabilization Fund

The Financial Stabilization Fund was established to safeguard the Association against uncertainty and to provide for unexpected expenditures and new program initiatives. The balance is adjusted annually to correspond to changes in the consumer price index or by an amount determined by the Council, in order to provide for nine months’ operating funds. In the current year, a total transfer of $50,000 (inclusive of the CPI) was approved. This fund now has a balance of $770,000.

Duggan House Maintenance and Historical Fund

There is a need to have funds available for the maintenance and the periodic restoration of Duggan House, which was recognized by the provincial government on August 31, 1982 as a Provincial Historical Resource. The Duggan House Maintenance and Historical Fund was set up to provide for any additional restoration and maintenance expenses. In the current year, a transfer of $6,000 was approved in order to reach a balance of $206,000.
9. **NET ASSETS (continued)**

**AAA Office Space - Relocation Fund**

In anticipation of an increase in membership, Council has approved steps to plan for the future of Duggan House. The anticipated growth in membership may result in the need for additional staffing and this may, in turn, result in the need for additional office space. Although no date has yet been set up for this transition, a separate relocation fund of $100,000 has been set up to assist with the finances that may be required for new office space or for renovations to Duggan House. Each year 10% of the original amount will be added to the fund to ensure that finances are available when required.

10. **CHANGES IN NON-CASH WORKING CAPITAL**

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts receivable</td>
<td>$ (18,090)</td>
<td>$ 633</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>(45,952)</td>
<td>15,595</td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>47,091</td>
<td>62,735</td>
</tr>
<tr>
<td>Deferred contributions</td>
<td>123,717</td>
<td>(72,073)</td>
</tr>
<tr>
<td></td>
<td>$ 106,766</td>
<td>$ 6,890</td>
</tr>
</tbody>
</table>

11. **FINANCIAL INSTRUMENTS**

The Association's financial instruments consist of cash, short-term investments, accounts receivable, restricted cash, long-term investments and accounts payable and accrued liabilities.

The Association is exposed to various risks through its financial instruments. The following provides information about the Association's risk exposure and concentration as of December 31, 2017.
Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk through its accounts receivable. Accounts receivable are generally the result of services to its members. The Association has a large number of members which reduces the concentration of credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from its members and other related sources and accounts payable. It is management's opinion that this risk has been reduced due to the large cash reserves on hand at December 31, 2017.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Association is mainly exposed to interest rate risk.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Association manages exposure through its normal operating and investing activities. The Association is exposed to interest rate risk primarily through its interest bearing assets. The Association's cash, short-term investments and long-term investments include amounts held by financial institutions that earn interest at market rates. The Association manages its risk by monitoring interest being earned on excess funds.
# THE ALBERTA ASSOCIATION OF ARCHITECTS

**Schedule of Operating Activities**  
*Year Ended December 31, 2017*  
*(Schedule 1)*

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration fees and charges</td>
<td>$19,547</td>
<td>$12,625</td>
</tr>
<tr>
<td>Annual dues</td>
<td>1,694,184</td>
<td>1,680,772</td>
</tr>
<tr>
<td>Duggan House restoration grant</td>
<td>-</td>
<td>21,429</td>
</tr>
<tr>
<td>Interest</td>
<td>68,692</td>
<td>57,369</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1,782,423</td>
<td>1,772,195</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>65,621</td>
<td>53,000</td>
</tr>
<tr>
<td>Bad debts (recovery)</td>
<td>87</td>
<td>(428)</td>
</tr>
<tr>
<td>Council and Committees</td>
<td>83,377</td>
<td>83,239</td>
</tr>
<tr>
<td>Duggan House operations</td>
<td>356,504</td>
<td>363,780</td>
</tr>
<tr>
<td>Human resources</td>
<td>1,017,932</td>
<td>926,264</td>
</tr>
<tr>
<td>National levy</td>
<td>45,181</td>
<td>17,476</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1,568,702</td>
<td>1,443,331</td>
</tr>
<tr>
<td><strong>REVENUES OVER EXPENSES</strong></td>
<td>$213,721</td>
<td>$328,864</td>
</tr>
</tbody>
</table>
### THE ALBERTA ASSOCIATION OF ARCHITECTS

**Schedule of Programs**  
*Year Ended December 31, 2017*  

#### (Schedule 2)

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications and events</td>
<td>$27,133</td>
<td>$553,251</td>
</tr>
<tr>
<td>Practice and complaint</td>
<td>-</td>
<td>21,000</td>
</tr>
<tr>
<td>Professional development</td>
<td>140,008</td>
<td>93,870</td>
</tr>
<tr>
<td>Registration</td>
<td>107,476</td>
<td>113,893</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>274,617</strong></td>
<td><strong>782,014</strong></td>
</tr>
</tbody>
</table>

#### EXPENSES

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications and events</td>
<td>74,107</td>
<td>377,300</td>
</tr>
<tr>
<td>Practice and complaint</td>
<td>111,760</td>
<td>76,452</td>
</tr>
<tr>
<td>Professional development</td>
<td>29,682</td>
<td>28,833</td>
</tr>
<tr>
<td>Registration</td>
<td>45,821</td>
<td>47,240</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>261,370</strong></td>
<td><strong>529,825</strong></td>
</tr>
</tbody>
</table>

#### REVENUES OVER EXPENSES

<table>
<thead>
<tr>
<th>REVENUES OVER EXPENSES</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$13,247</strong></td>
<td><strong>$252,189</strong></td>
<td></td>
</tr>
</tbody>
</table>

*See notes to financial statements 17*