

ANNUAL GENERAL MEETING MINUTES

**June 5, 2015
12 – 2 p.m.**

**HYATT REGENCY, IMPERIAL BALLROOM 4/6/8
CALGARY, ALBERTA**

ORDER OF BUSINESS

A. SPONSOR THANK YOU

Don Davidson thanked the sponsors of the AGM / Member Forum for their ongoing support. He recognized those in attendance:

- Mike Feeny from Lloyd Sadd / Quadrant Insurance
- Kristopher Willett from Ceil Trim
- Francis Ritchie-Poirier from Sonospan

And our print sponsor, nexGen Graphics who were unable to attend.

B. CALL TO ORDER AND REMARKS BY THE PRESIDENT

President Don Davidson called the meeting to order at 12:02 p.m. and welcomed members to the 109th Annual General Meeting of The Alberta Association of Architects.

C. MINUTE OF SILENCE FOR DECEASED MEMBERS

Don Davidson asked the membership to join together for a Minute of Silence for the following members of the profession who have passed away since the last Annual General Meeting.

D. INTRODUCTION OF DISTINGUISHED GUESTS, PAST PRESIDENTS, STAFF MEMBERS

Mark Chambers introduced the following distinguished guests:

Barry Cavanaugh

President, ASET

Colin Yeo

Past President, APEGA

Jayne Jeneroux

Executive Director, Consulting Architects of Alberta

Cory Riley

President Elect, Interior Designers of Alberta

Sam Oboh

President, RAIC

Mehdi Zahed

NAIT, Architectural Technology,
School of Sustainable Building and Environmental Management

Don Davidson then recognized the following Past Presidents that were in attendance:

Dale Taylor, Architect, AAA; **Richard Lindseth**, Architect, AAA; **Lynn Webster**, Architect, AAA; **Barbara Shipman**, Architect, AAA; **David Down**, Architect, AAA; **Daryl Procinsky**, Architect, AAA; **Scott Pickles**, Architect, AAA; and **Mark Chambers**, Architect, AAA.

Don Davidson acknowledged the members who have important roles to play as our Registrar – Robert Bennett, Registration Chair – David Murray and Practice Advisory Committee – Len Rodrigues, Randy Krebs, Mike Dowler and Chris Kourouniotis.

The AAA Administration was recognized for their hard work at Duggan House:

- Barbara Bruce Executive Director
- Jenine Cerny Communications Manager
- Helen Wong Accountant
- Kathy Saunderson Professional Development Coordinator
- Heather Pack Marketing Assistant
- Yasmin Tejpar Intern Administrator
- Jackie Hessels Office Assistant
- Erin Letendre Executive Assistant

E. INTRODUCTION OF 2014-2015 COUNCIL

Don Davidson thanked Council members for their outstanding contribution made to the AAA over the past year. Don asked each of them to stand and be recognized by the membership.

- Mark Chambers Immediate Past President
- Peter Osborne Vice President
- John Harrop Treasurer
- Coben Christiansen Chair, PD Committee
- Jane Lawson Licensed Interior Designer Representative
- Walker McKinley Vice-Chair, Registration Committee
- Darryl Rewniak Councillor, Vice-Chair, Practice Review Board
- Gregory Sim Public Representative
- Elizabeth Songer Councillor
- Robert Spaetgens Chair, Complaint Review Committee
- Patti Swanson Chair, Legislation Committee
- Kurtis Nishiyama Intern Representative
- David Monteyne EVDS, University of Calgary Representative
- Helen Evans Warren ID, Mount Royal University Representative
- Edward (Ted) Whitley EVDS, University of Calgary Student Representative
- Lauren Fagan ID, Mount Royal University Student Representative

ITEM 1 **ADOPTION OF THE ANNUAL GENERAL MEETING AGENDA**

Don Davidson called for a motion adopting the June 5, 2015, AGM Agenda.

MOTION:

Moved by Walker McKinley and seconded by Beverly Wilson.

“MOVED THAT THE MEMBERS OF THE ALBERTA ASSOCIATION OF ARCHITECTS APPROVE THE ANNUAL GENERAL MEETING AGENDA DATED JUNE 5, 2015, AS PRESENTED.”

CARRIED

ITEM 2 **ADOPTION OF THE ANNUAL GENERAL MEETING MINUTES**

Don Davidson called for a motion adopting the May 2, 2014, AGM Minutes.

ACTION:

Moved by Jane Lawson and seconded by Chris Kourouniotis.

THAT THE MEMBERS OF THE ALBERTA ASSOCIATION OF ARCHITECTS APPROVE THE MAY 2, 2014, ANNUAL GENERAL MEETING MINUTES AS PRESENTED.”

CARRIED

ITEM 3 PRESIDENT'S REPORT

Don Davidson presented the President's report:

"Following the competent and dedicated leadership of our Past President, Mark Chambers, I have been busy dealing with the numerous initiatives being addressed by our association.

Our 2014 AGM and Banff Session were high notes for me. Our membership attendance was the highest to date. Another high note was our annual Think Tank retreat at Ghost River, where our new council met to determine roles and, more importantly, to discuss initiatives. We diligently worked on examining, evaluating, and improving our strategic plan. By doing so we created a map to guide us in strengthening the governance and leadership of Council so as to better serve our members.

To our licensed interior design members; we have made it a priority to better represent and support the profession of interior design in Alberta.

The legislation review continues to be a priority. The Legislation Committee and the numerous task forces continue to work diligently to distill the essence of the Act and regulations as mandated and voted on by our membership, modified relative to our contemporary context and in anticipation of our future realities. I thank all members who have been involved in the discussions and debates in preparing our position for consideration by the Alberta Legislature next year. I would also like to thank Councillor Patti Swanson for providing leadership through this challenging process.

Mark Chambers and I were present at the Validation Conference in Saint-Sauveur, Quebec which was hosted by the Canadian Architectural Certification Board (CACB). The event was attended by architectural school representatives, intern architects from all regions, and practitioners. The conference engaged key partners in a dialogue on the emerging and future educational and internship needs, as well as focusing on the conditions and the procedures for accreditation.

The Canadian Architectural Licensing Authorities (CALA) annual conference was held in Charlottetown in the fall of 2014, hosted by the Architect Association of Prince Edward Island. The International Relations Committee (IRC) has been very active in pursuing Mutual Recognition Agreements (MRA) with other jurisdictions. At the conference, all 11 associations signed an MRA between Canada, Australia and New Zealand. The respective qualifications of architects are recognized by each jurisdiction, thereby providing mobility between the three countries. These agreements are extremely important in allowing our members opportunities to further develop their skills and to utilize them around the world. The MRA also enables the achievement of one of our core strategic plan goals; membership growth.

Our task is to continue to define a new and exciting future for the association and our professions. Thank you."

ITEM 4 REPORT FROM THE REGISTRAR

Robert Bennett presented the Registrar's report and stated

"I am pleased to report the continuing growth of the AAA membership during 2014, although it has been somewhat less pronounced than in the recent past. The AAA experienced a modest increase of 2.4% in the number of registered architects to 1100, and an increase of 6% in the number of licensed interior designers to 70 at year end. In contrast, we experienced a slight decline in the number of intern architects and intern interior designers. The membership in those categories, numbering 357 and 40 respectively, are still substantial compared to the number of registered and licensed practitioners. In a reflection of the demographic changes occurring in the working public at large, the number of retired members continues to increase, now standing at 63 at year end. When all categories of membership are considered, the AAA has grown marginally by approximately 1% to 1741 during 2014.

The detail figures for newly registered members in Alberta during 2014 are as follows:

- 35 through completion of internship (first registration)
- 68 through reciprocity (Canadian Professionals)
- 16 through inter-recognition (U.S. Professionals)
- 2 through the Broadly Experienced Foreign-trained Architect Program
- 5 through reinstatement (previously registered with AAA)

In an increased effort to maintain both uniformity and compliance with the *Architects Act* and General Regulation, we continue to review and approve new practices and revisions to existing practices. Our records at year end reflected a total of 613 firms and corporations, of which 241 (40%) are located outside Alberta.

The AAA continues to participate in national and international negotiations, aimed at smoothing the process of registration across provincial jurisdictions. The AAA strives increasingly to achieve international recognition beyond agreements already in place with most U.S. jurisdictions. The AAA supported negotiations that were initiated and are continuing with international architectural registration jurisdictions in Mexico and the Common Market countries. Significantly, during 2014, an inter-recognition agreement (APEC) was realized with the architectural registration jurisdictions in both Australia and New Zealand.

We continue in efforts to standardize and simplify the registration process for registered architects and licensed interior designers and their practices. In conjunction with the ongoing legislation review, some small but useful changes governing the process of registering firms and corporations have been proposed, holding the promise of reduced complexity, if implemented.

As Registrar, I have confidence in the thorough procedures and record keeping which attends the registration of registered architects, licensed interior designers, and practices at the AAA. I express my gratitude to the staff at Duggan House who continue to be on top of the considerable administrative challenges posed by the registration process, and who contribute purposefully to the regulation of the practice of architecture and interior design within our mandate to protect the Alberta public."

ITEM 5 TREASURER'S REPORT

John Harrop presented the Treasurer's Report and stated:

"The AAA continued its record of strong financial performance in 2014, and this year's statements reflect Council's focus on maintaining a balanced budget and provide financial security for the future of the Association.

The Independent Auditor's Report ensured that the required third party review was done and that our financial statements fairly represent the A as indicated on the Statement of Financial Position, the Association is strong and has cash of over \$700,000 which is sufficient to cover current payables.

For 2014, the Association was able to set aside another \$812,000 in long term investments comprised of GICs.

In 2014, operational revenues exceeded expenses by over \$600K due to healthy membership, two successful professional development events and prudent management by Council and staff.

As a result, the Association was able to freeze dues for 2015. With the strong financial performance of the AAA, Council has put aside \$525K of unrestricted funds to a number of projects in 2015.

We were also able to transfer over \$200K to our designated funds increasing our restricted cash to \$1.672M.

We commence 2015 in a strong financial position and remain committed to maintaining this position with good management and use of resources. I would like to extend Council's thanks to the administration of Duggan House for their careful management of our finances and for the development of the financial statements.

Council and the Administration at Duggan House are dedicated to maintaining our goals of ensuring long-term financial stability for the AAA in the years to come." John Harrop called for a motion:

MOTION:

Moved by John Harrop and seconded by Coben Christiansen.

"AS TREASURER I MOVE THAT THE MEMBERS OF THE ALBERTA ASSOCIATION OF ARCHITECTS ACCEPT THE FINANCIAL STATEMENTS OF 2014 AS PRESENTED."

CARRIED

Question from the floor: Were there any repairs to Duggan House? Yes, there was water damage in the elevator. The costs of the repairs were managed from the budget.

ITEM 5 TREASURER’S REPORT – cont’d

John Harrop called for a motion:

MOTION:

Moved by John Harrop and seconded by Peter Osborne:

“AS TREASURER, I MOVE THAT THE MEMBERS OF THE ALBERTA ASSOCIATION OF ARCHITECTS APPOINT COLLINS BARROW EDMONTON LLP AS AUDITOR FOR 2015.

CARRIED

Question from the floor: Did the AAA check prices of other auditors? Yes, the AAA did.

ITEM 6 RATIFICATION OF COUNCIL ACTIONS FOR THE PAST YEAR

Don Davidson called for a motion on the ratification of Council’s actions over the past year.

MOTION:

Moved by Dennis Bathory and seconded by John Harrop.

“THAT THE MEMBERS OF THE ALBERTA ASSOCIATION OF ARCHITECTS MOVE TO RATIFY COUNCIL’S ACTIONS FOR THE PAST YEAR.”

CARRIED

ITEM 7 AAA VOLUNTEERS

Don Davidson expressed to the members how volunteer members have & will continue to play a significant part in the Association. To recognize the commitment to the AAA, we have had silver pins made and embossed in the shape of our seal. As a token of our appreciation, we will be giving all volunteers this pin. It can be picked up today after the AGM, at Duggan House or at future AAA events.

Don continued that the AAA wants to recognize those who have had individual membership with the AAA for 25 / 40 / 50 years. Gold pins were made and Duggan house staff can provide more information on this program.

Don Davidson proceeded to tell the members that we had one honorary member and 7 Life Members to honor at this year’s AGM. The following people were recognized, call to the stage and presented with a certificate for their achievement:

- Kenneth Cantor, Honorary Member, AAA
- Amir Hemani, Life Member, AAA
- Norbert Lemermeyer, Architect, AAA
- John Murray, Architect, AAA
- Ben Pond, Architect, AAA
- Julie Tarjan, Licensed Interior Designer, AAA
- Dale Taylor, Architect, AAA
- Jan Tereszczenko, Architect, AAA

ITEM 8 2014 COUNCIL ELECTION

Announcement of New Councillors

Don Davidson thanked the 2014-2015 Nominations Committee members: **Mark Chambers**, Architect, AAA; **Donna Assaly**, Licensed Interior Designer, AAA; and **Christopher Babits**, Architect, AAA. As well, Don thanked **Brian Oakley**, Architect, AAA; **Jason Said**, Architect, AAA; and **Ian Morgan**, Architect, AAA, for being the scrutineers for the election.

Don Davidson announced that the slate was presented to the membership in accordance with our bylaws. After all the votes were counted, the scrutineers placed the results in a seal envelope that he opened and read.

Don announced that the following individuals were elected to the 2015/2016 AAA Council.

- **Keesa Hutchinson, Architect, AAA**
- **Darryl Rawniak, Architect, AAA**
- **Elizabeth Songer, Architect, AAA**
- **Robert Spaetgens, Architect, AAA**

Along with **Jane Lawson, Licensed Interior Designer, AAA**, who was acclaimed.

Don called for a motion:

MOTION:

Moved by Walker McKinley and seconded by Genevieve Giguere.

“MOVED THAT THE BALLOTS AND ANY ASSOCIATED ELECTION RECORDS AND MATERIALS FOR THE 2015-2016 COUNCIL ELECTION BE DESTROYED.”

CARRIED

ITEM 9 RETIRING COUNCILLOR’S PRESENTATION

Don Davidson acknowledge that he had the honour of working with a number of highly competent members on Council this year and wanted to take the opportunity to recognize the one retiring Councillor from this present Council.

Don Davidson formally recognized Mark Chambers. He thanked him on behalf of the membership of The Alberta Association of Architects, for this service on Council. Don Davidson called upon the Council Ex-officio Representatives that have completed their term this year. Don thanked Ted Whitley and Lauren Fagan.

Don requested everyone to join him once more in thanking the members for their contribution made on Council.

ITEM 10 PRESENTATION OF THE PRESIDENT’S MEDALLION AND PLAQUE

Don Davidson stated it was his pleasure to announce that Peter Osborne, Vice President, would become the 2015-2016 President and then made a formal introduction of Peter Osborne to the members. Don took off his gold President’s seal and placed it around Peter’s neck. Peter then put a silver medallion around Don’s neck.

ITEM 11 INCOMING PRESIDENT REMARKS

Peter Osborne took to the podium and spoke to the membership.

“I am honored to have been chosen as the 78th AAA President and I look forward to leading the Council in the 2015/2016 term. I hope to continue working towards the membership’s many deserving goals with integrity and dedication.

I would like to acknowledge all members of the current Council, and those I have had the pleasure to serve with and learn from. Their time, expertise, enthusiasm and energy is greatly valued and appreciated.

Your Council has continued to be focused on the review of the *Architects Act* and General Regulation. Thanks to our dedicated volunteers, we will see this important endeavour move forward to the next state of consultation with the government.

Council also made a decision to engage a new Director of Practice. The position will maintain administrative responsibilities over practice related matters relevant to the Association. They will work closely with the Practice Advisory Committee (PAC) and our Executive Director to support the membership.

As an association of architects and licensed interior designers, your Council has struck a Licensed Interior Design Task Force to review interior design related challenges and opportunities. Jane Lawson and I co-chair the Task Force, and I look forward to establishing how our association can support and strengthen the profession of licensed interior design. I thank these dedicated members for their help in improving our profession.

The AAA experienced a transition in 2014. I would like to recognize the staff of Duggan House for continuing association initiatives and their commitment to providing excellent member service. It is my pleasure to welcome our new Executive Director, Barbara Bruce, to the AAA. Her years of experience supporting and promoting architecture and licensed interior design in Alberta will provide us with strong strategic and operation leadership in the year ahead.”

ITEM 12 CLOSING REMARKS

Don Davidson stated that it was an honour and privilege to serve as elected President. Going forward, the Association is strong and will be in good hands under new President Peter Osborne, and Council.

Don Davidson noted he looks forward to working with them as Immediate Past President, and offered his sincere thanks to the members, Council and Administration for making his year at the helm such a pleasure.

ITEM 13 DATE AND PLACE OF NEXT MEETING

Peter announced that the date has been set for the 2016 AAA Annual General Meeting. It will take place on Friday, May 13, 2016 at the Fairmont Banff Springs in Banff, AB. The time of the meeting will be announced at a later date.

ITEM 14 ADJOURNMENT

Peter Osborne called for a motion for adjournment.

MOTION:

Moved by Amir Hemani and seconded by Don Davidson.

“MOVED THAT THE JUNE 5, 2015, ANNUAL GENERAL MEETING OF THE ALBERTA ASSOCIATION OF ARCHITECTS BE ADJOURNED.”

CARRIED