

Annual General Meeting Minutes

Meeting Date: May 24, 2019

Location: Edmonton Convention Centre Time: 12:45 – 2:00 pm

GREETINGS FROM TITLE SPONSOR

Read Fenton, Project Manager, Geotechnical and Materials Engineer brought greetings on behalf of title sponsor, Arrow Engineering, and introduced President of the Alberta Association of Architects (AAA), Coben Christiansen.

WELCOME / OPENING REMARKS

President and Chair, Coben Christiansen, welcomed members and guests to the 2019 Annual General Meeting and thanked Mr. Fenton and Arrow Engineering for their sponsorship.

CALL TO ORDER

Coben confirmed quorum and called the 2019 AAA Annual General Meeting (AGM) to order at 12:50 pm.

IN MEMORIAM

Coben asked members and guests to join together for a moment of silence in memory of the following members of the profession who had passed away since the last AGM:

- Brad Kennedy
- Stavro Melathapoulos
- Kenneth Saunders
- Morley Workun

THANKS TO SPONSORS

Coben thanked all of the sponsors of this year's AGM and PD Symposium:

- Arrow Engineering – Silver Sponsor
- Alberta Roofing Contractor Association
- Alberta Masonry Council
- Onware Collaborative Construction Management Software
- PCL
- Williams Engineering
- Wood Works!

INTRODUCTIONS

Coben welcomed the following honored guests:

- From the Alberta Construction Association: Ken Gibson, CEO
- From ASET: Barry Cavanagh, CEO & General Counsel and Don Wilson, President
- From the Consulting Architects of Alberta: Jayne Jeneroux, Executive Director
- From the Interior Designers of Alberta: Kerri Peyton, President
- From RSM: Thomas Gee, Partner

INTRODUCTIONS (cont'd)

Coben asked the following groups and individuals to stand and be recognized by the members:

- Past Presidents in attendance
- Standing Committee Chairs:
 - Henry Howard, Chair, Registration Committee
 - Patti Swanson, Chair, Complaints Review Committee
 - Rob Swart, Chair, Practice Review Board
- 2018 - 2019 Members of Council – Coben thanked Council members for their outstanding contribution and noted that it was a pleasure to collaborate with them.
- AAA administration staff

On behalf of the AAA members, Coben recognized and thanked all of these individuals for their commitment and efforts over the past year.

ADMINISTRATIVE UPDATE FROM AAA EXECUTIVE DIRECTOR, BARBARA BRUCE

Coben called on Barbara to provide an administrative update.

Barbara structured her comments around the core functions of the AAA as a regulatory body, such as:

- Entry to practice requirements
- Setting practice standards
- Professional conduct – responding to complaints and investigation and assessment by peers (a privilege of self-regulation)

Barbara also touched on the advocacy strategy currently underway that will aim to enhance the understanding of scope and value that professionals bring to individual projects and the overall community, with the following goals:

- Goal 1 – Targeting the Authorities Having Jurisdiction (AHJ)
- Goal 2 – External Relations
- Goal 3 – Public Outreach

Members were encouraged to step forward to volunteer to assist with AAA initiatives.

ITEM	ORDER OF BUSINESS
1	<p>ADOPTION OF THE AGENDA</p> <p>Coben called for a motion:</p> <p>Move that the members of the Alberta Association of Architects approve the Annual General Meeting Agenda dated May 24, 2019, as presented.</p> <p>Moved by Daryl Rewniak Seconded by Henry Howard</p> <p>There were no questions or comments from the floor. Motion was carried.</p>

ITEM	ORDER OF BUSINESS																												
2	<p>ADOPTION OF MAY 12, 2018 AGM MINUTES</p> <p>Coben called for a motion:</p> <p>Move that the members of the Alberta Association of Architects approve the May 12, 2018, Annual General Meeting Minutes as presented.</p> <p>Moved by David Wong Seconded by Robert Spaetgens</p> <p>There were no questions or comments from the floor. Motion was carried.</p>																												
3	<p>PRESIDENT’S REPORT</p> <p>Coben presented the President’s report, based on his 2018 Annual Report submission (page 12).</p>																												
4	<p>REGISTRAR’S REPORT</p> <p>Coben called on Grant Moore to present the Registrar’s report.</p> <p>Grant presented his report based on his submission in the Annual Report (page 23) and highlighted the year end statistics for 2017 and 2018 shown in the following table.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #0070c0; color: white;"> <th>Member / Category</th> <th>2017</th> <th>2018</th> <th>Difference (%)</th> </tr> </thead> <tbody> <tr style="background-color: #e6f2ff;"> <td>Registered Architects</td> <td>1,216</td> <td>1,210</td> <td>↓ 4.9</td> </tr> <tr style="background-color: #e6f2ff;"> <td>Licensed Interior Designers</td> <td>67</td> <td>68</td> <td>↑ 1.5</td> </tr> <tr style="background-color: #e6f2ff;"> <td>Intern Architects</td> <td>295</td> <td>259</td> <td>↓ 12.2</td> </tr> <tr style="background-color: #e6f2ff;"> <td>Intern Interior Designers</td> <td>36</td> <td>39</td> <td>↑ 8.3</td> </tr> <tr style="background-color: #e6f2ff;"> <td>Retired Members</td> <td>88</td> <td>126</td> <td>↑ 45.9</td> </tr> <tr style="background-color: #0070c0; color: white;"> <td>Overall – All Categories</td> <td>1,700</td> <td>1,702</td> <td>↑ 1.1</td> </tr> </tbody> </table>	Member / Category	2017	2018	Difference (%)	Registered Architects	1,216	1,210	↓ 4.9	Licensed Interior Designers	67	68	↑ 1.5	Intern Architects	295	259	↓ 12.2	Intern Interior Designers	36	39	↑ 8.3	Retired Members	88	126	↑ 45.9	Overall – All Categories	1,700	1,702	↑ 1.1
Member / Category	2017	2018	Difference (%)																										
Registered Architects	1,216	1,210	↓ 4.9																										
Licensed Interior Designers	67	68	↑ 1.5																										
Intern Architects	295	259	↓ 12.2																										
Intern Interior Designers	36	39	↑ 8.3																										
Retired Members	88	126	↑ 45.9																										
Overall – All Categories	1,700	1,702	↑ 1.1																										
5	<p>TREASURER’S REPORT</p> <p>Treasurer, Dean Russell reported based on his submission in the 2018 Annual Report (page 33).</p> <p>Dean then introduced Thomas Gee from RSM, the AAA’s auditor, who presented the 2018 financials.</p> <p>Financial Report by Thomas Gee</p> <p>Mr. Gee reviewed the following financial statements found in the 2018 Annual Report:</p> <p>Statement of Financial Position (page 38) – AAA’s day to day operation cash flow remains positive and with a 1.35:1 ratio on current liabilities, AAA’s financial position remains very strong.</p> <p>Statement of Operations (page 39) – showed a successful operating surplus in 2018 (\$179,181 vs \$226,968 in 2017) resulting in a 6.9% return. The 2018 surplus allowed AAA to transfer funds to the Internally Restricted Funds and set aside funds for anticipated AAA projects for 2019.</p> <p>Statement of Changes in Net Assets (page 39) – shows a transfer of funds, totaling \$61,030, to internally restricted funds.</p>																												

ITEM	ORDER OF BUSINESS
5	<p>TREASURER’S REPORT (cont’d)</p> <p>Dean thanked Mr. Gee for his report and made the following motions:</p> <p>As Treasurer, I move that the members of the Alberta Association of Architects accept the Audited Financial Statements of 2018 as presented.</p> <p>Seconded by Jan Kroman</p> <p>There were no questions or comments from the floor. Motion was carried.</p> <p>As Treasurer, I move that the members of The Alberta Association of Architects appoint RSM Canada as auditor for 2019.</p> <p>Seconded by Terry Hartwig</p> <p>There were no questions or comments from the floor. Motion was carried.</p>
6	<p>2019-2020 COUNCIL ELECTION RESULTS</p> <p>Coben thanked the 2018-2019 Nominating Committee members, Elizabeth Swanson, Christopher Babits, Alexis Finlay, and Kerri Peyton.</p> <p>The slate was presented to the membership in accordance with our bylaws. Coben announced that the following individuals have been appointed to the 2019-2020 Council by acclamation:</p> <ul style="list-style-type: none"> • Alexis Finlay, Architect, AAA • Donna Assaly, Licensed Interior Designer, AAA • Farhad Mortezaee, Architect, AAA • Keesa Hutchinson, Architect, AAA • Keir Stuhlmiller, Architect, AAA • Nabil Habashy, Architect, AAA <p>The Licensed Interior Designer Ex-Officio member appointed to Council for a second two-year term is:</p> <ul style="list-style-type: none"> • Natasha Jalbert, Licensed Interior Designer, AAA <p>The new Intern Representatives appointed to Council this year are:</p> <ul style="list-style-type: none"> • Cody Johnston, Intern Architect, AAA • Kaisha Ferguson, Intern Interior Designer, AAA <p>Coben congratulated and welcomed the new members to Council.</p>
7	<p>RETIRING COUNCIL MEMBERS</p> <p>Coben acknowledged retiring councilors from the 2018-2019 AAA Council and presented each of them with a certificate.</p>

ITEM	ORDER OF BUSINESS																								
7	<p>RETIRING COUNCIL MEMBERS (cont'd)</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Elizabeth Songer, Architect, AAA</td> <td style="width: 15%;">2018 – 2019</td> <td style="width: 50%;"> <ul style="list-style-type: none"> • Immediate Past President • Executive Committee • Chair, Nominating Committee </td> </tr> <tr> <td></td> <td>2017 – 2018</td> <td> <ul style="list-style-type: none"> • President </td> </tr> <tr> <td></td> <td>2016 – 2017</td> <td> <ul style="list-style-type: none"> • Vice-President </td> </tr> <tr> <td></td> <td>2013 – 2016</td> <td> <ul style="list-style-type: none"> • Councilor </td> </tr> </table> <p>Unfortunately, Elizabeth could not attend this year's AGM. Coben thanked Elizabeth for her many years of dedicated contributions to Council.</p> <hr/> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Robert Spaetgens, Architect, AAA</td> <td style="width: 15%;">2013 – 2019</td> <td style="width: 50%;"> <ul style="list-style-type: none"> • Councilor </td> </tr> <tr> <td></td> <td>2013 – 2018</td> <td> <ul style="list-style-type: none"> • Chair, Complaint Review Committee </td> </tr> <tr> <td></td> <td>2014 – 2016</td> <td> <ul style="list-style-type: none"> • Councilor </td> </tr> </table> <hr/> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Ben Klumper, Architect, AAA</td> <td style="width: 15%;">2017 – 2019</td> <td style="width: 50%;"> <ul style="list-style-type: none"> • Councilor </td> </tr> </table> <p>Coben also called upon the following ex-officio members of Council whose terms were completed this year. Certificates were presented to those in attendance.</p> <ul style="list-style-type: none"> • Amanda Vander Zee, Intern Architect Representative 2018 – 2019 • Erika Klavins, Intern Interior Designer Representative 2018 – 2019 • Hayden Pattullo, Student Representative, University of Calgary 2018 – 2019 • Kristen Brodeur, Student Representative, Mount Royal University 2018 – 2019 <p>Coben thanked all of the retiring Council members for their commitment and contributions.</p>	Elizabeth Songer, Architect, AAA	2018 – 2019	<ul style="list-style-type: none"> • Immediate Past President • Executive Committee • Chair, Nominating Committee 		2017 – 2018	<ul style="list-style-type: none"> • President 		2016 – 2017	<ul style="list-style-type: none"> • Vice-President 		2013 – 2016	<ul style="list-style-type: none"> • Councilor 	Robert Spaetgens, Architect, AAA	2013 – 2019	<ul style="list-style-type: none"> • Councilor 		2013 – 2018	<ul style="list-style-type: none"> • Chair, Complaint Review Committee 		2014 – 2016	<ul style="list-style-type: none"> • Councilor 	Ben Klumper, Architect, AAA	2017 – 2019	<ul style="list-style-type: none"> • Councilor
Elizabeth Songer, Architect, AAA	2018 – 2019	<ul style="list-style-type: none"> • Immediate Past President • Executive Committee • Chair, Nominating Committee 																							
	2017 – 2018	<ul style="list-style-type: none"> • President 																							
	2016 – 2017	<ul style="list-style-type: none"> • Vice-President 																							
	2013 – 2016	<ul style="list-style-type: none"> • Councilor 																							
Robert Spaetgens, Architect, AAA	2013 – 2019	<ul style="list-style-type: none"> • Councilor 																							
	2013 – 2018	<ul style="list-style-type: none"> • Chair, Complaint Review Committee 																							
	2014 – 2016	<ul style="list-style-type: none"> • Councilor 																							
Ben Klumper, Architect, AAA	2017 – 2019	<ul style="list-style-type: none"> • Councilor 																							
8	<p>PRESIDENT'S SEAL CEREMONY</p> <p>Coben expressed his pleasure in announcing that Jan Pierzchajlo, Vice President, would become the 2019-2020 President. He said a few words about Jan, and formally introduced him to the members. Coben removed the President's Seal Medallion and placed it around Jan's neck.</p> <p>Jan, in turn, thanked Coben for his achievements over the past year, placed the silver Past President medallion around his neck, and added that he was honored to present him with the President's plaque.</p>																								
9	<p>INCOMING PRESIDENT'S REPORT</p> <p>Jan Pierzchajlo presented the incoming President's report based on his submission in the 2018 Annual Report (page 16).</p> <p>On behalf of Council, Jan recognized the staff at Duggan House for continuing association initiatives and for their commitment to providing excellent member service and thanked Executive Director, Barbara Bruce, for providing us with strong strategic and operational leadership.</p> <p>Jan stated that he looks forward to serving the membership as the 82nd President of the AAA and to</p>																								

ITEM	ORDER OF BUSINESS
9	<p>INCOMING PRESIDENT'S REPORT (cont'd)</p> <p>carry forward the diligent efforts of his predecessors. Council remains dedicated to strengthening our association, growing the membership and enhancing services to better support our members.</p>
10	<p>RECOGNITION OF VOLUNTEERS AND MILESTONE MEMBERS</p> <p>Jan asked the following groups to stand and be recognized by their peers.</p> <p>Volunteers – Jan thanked all volunteers for taking time out of their busy schedules to volunteer on the various AAA and external committees and sharing their passion for the professions.</p> <p>Also, as Jan mentioned previously, the AAA is always in need of volunteers and asked members to visit our website or monthly e-bulletins to check for vacant positions or contact the AAA and let us know you want to help make a difference in our professions.</p> <p>Milestone Members (50, 40, and 25 years of membership with the AAA) – Jan acknowledged these members and stated that their long-term dedication to the professions is inspiring.</p> <p>Life Members – In January 2019, life membership was awarded to those in good standing with 30 or more years of membership with the AAA. These members received a letter of congratulations and certificate in the mail. Jan congratulated all new life members.</p>
11	<p>RECOGNITION OF ROBERT BENNETT</p> <p>Jan called on Barbara Bruce to present.</p> <p>Barbara provided some highlights of Robert's history with the AAA:</p> <ul style="list-style-type: none"> • Robert began his career in Toronto following his graduation from McGill University. • After several years in Ontario, Robert moved to Alberta and became registered with the AAA in 1980. • After establishing his practice, Bennett Architecture, Robert began to volunteer for the AAA. • In 1991, Robert joined the Registration Committee and began serving as Vice Chair in 1997 and then Chair in 2006. • In 2010, Robert was appointed to the AAA's Registrar position, serving until late 2018. <p>Robert left an indelible impression on those he worked with during his time on the Registration Committee and as Registrar. His colleagues have emphasized the careful and compassionate approach that Robert brought to each of his roles on the Registration Committee and the AAA staff have remarked on the integrity, knowledge, kindness and courtesy that Robert brought to the Registrar position.</p> <p>Robert was asked to approach the stage to accept a small token of the AAA's appreciation for his contributions to the professions of architecture and interior design.</p> <p>Robert had a chance to say a few words. He indicated it was a complete honor to serve as Registrar and was thankful for the AAA staff doing the "heavy lifting" as Grant Moore can attest to. Robert thanked the membership for having the confidence in him.</p>

ITEM	ORDER OF BUSINESS
<p>12</p>	<p>PRESIDENT’S MEDAL – RILEY SYJUCO</p> <p>Jan stated that the AAA’s President’s Medal is awarded annually to a graduating architecture student from the University of Calgary and a graduating interior design student from Mount Royal University. The chosen students are recognized annually for achieving the highest level of academic excellence or completing the most outstanding final design thesis for that academic year.</p> <p>As Mount Royal University recently moved from an applied bachelor degree to a full bachelor degree program, they didn’t have a 2018 graduating class. As such, the AAA would only be presenting a President’s Medallion for a student from the University of Calgary this year.</p> <p>This year’s recipient of the President’s Medal was Riley Syjuco.</p> <p>Jan congratulated Riley and welcomed him to the stage to be recognized by the membership.</p>
<p>13</p>	<p>HONORARY MEMBERSHIP – MIKE FEENEY</p> <p>Jan stated that honorary membership is awarded to an individual who has rendered valuable service to the professions of architecture and interior design and asked Barry Johns (nominator) to present the honorary membership to this year’s recipient, Mike Feeney.</p> <p>Barry congratulated Mike Feeney and provided some background information on Mike’s contribution to the professions. He then welcomed him to the stage to accept his certificate of honorary membership.</p> <p>Mike thanked the membership for the privilege of working with them and stated that he was humbled by this honor.</p>
<p>14</p>	<p>TOM SUTHERLAND AWARD – JOHN WEBSTER</p> <p>Jan stated that this award is presented annually to one AAA member that personifies the qualities of the late Tom Sutherland and demonstrates Tom’s emphatic leadership and dedication in positively impacting architecture and design. Jan announced this year’s recipient is John Webster, who, coincidentally, designed the 2018 AGM venue, the Edmonton Convention Centre.</p> <p>Jan provided a few facts about John then asked Matt Roper and Dean Benvenuto (nominators) to say a few words. Matt and Dean spoke to the impact that John Webster had on them and on the many others who have been privileged to work with him. John was lauded for his unwavering advocacy for the diligent practice of the profession and for his dedication to continuous learning. His exceptional service to his clients and his contribution to his community was also noted.</p> <p>Jan congratulated John, thanked both Matt and Dean, and invited John to the stage to accept his award and say a few words.</p> <p>John indicated that he was honored to be selected as this year’s recipient and thanked Dean and Matt for the nomination. He humbly indicated that the work shown on screen was not solely his work, but his teams’ work. He acknowledged his mentors, Jim Wensley and Casey Skakun, and thanked them for his success. He indicated to the membership that, collectively, we need to work on keeping the AAA going and to keep architecture in the minds of the public.</p>

ITEM	ORDER OF BUSINESS
15	<p>CLOSING REMARKS BY NEW PRESIDENT</p> <p>At the conclusion of the 2019 Annual General Meeting, Jan expressed how honored he was to be the membership's next President and hoped to continue building on the work of his predecessors and Council as a whole. He faces the year ahead with enthusiasm as he and Council work together to represent our members to the best of their ability and look forward to working with the diligent administrative crew at Duggan House.</p> <p>Date and Place of Next Annual General Meeting</p> <p>Jan announced that the next AGM and Member Forum would take place on May 9, 2020, at the Fairmont Banff Springs.</p>
16	<p>ADJOURNMENT</p> <p>With all business of the Annual General Meeting being concluded, Jan called for a motion to adjourn:</p> <p>Move that the May 24, 2019, Annual General Meeting of the Alberta Association of Architects be adjourned.</p> <p>Moved by Donna Assaly</p> <p>Jan Pierzchajlo declared the 2019 AGM adjourned at 2:02 pm.</p>