

# DRAFT Until approved by membership at AGM 2022

# Annual General Meeting Minutes

Date:May 20, 2021Venue:Via Zoom WebinarTime:9:00 am

### **PREAMBLE TO AGM**

The 2021 Annual General Meeting (AGM) was delivered via webinar.

In her introductory remarks, Barbara Bruce, Executive Director of the Alberta Association of Architects (AAA) thanked those who were working behind the scenes, then turned the meeting over to President of the Alberta Association of Architects, Gordon Murray.

### **WELCOME / OPENING REMARKS**

President and Chair, Gordon Murray, welcomed members and quests to the 115<sup>th</sup> Annual General Meeting.

Before beginning the business portion of the AGM, Gordon acknowledged the land on which the virtual meeting took place across Alberta which includes Treaties 4, 6, 7, 8 and 10 territories and that the AAA respects the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

Gordon spoke about AAA Council and administration's ability to collaborate being more important than ever to cope with a rapidly changing world due to COVID-19. Many started working from home, serving as teachers to their children, turning dining rooms into office space, and spending more time on technology and videoconferencing than ever before.

Gordon thanked all members for their patience while the AAA has had to adapt to this new normal. He also thanked all frontline workers who continue to battle the pandemic and all essential workers who continue to keep our economy going, including those in the design professions.

Gordon introduced the Honourable Jason Copping, Alberta's Minister of Labour and Immigration, who brought greetings to the membership via pre-recorded video.

### **MINISTER OF LABOUR MEMBER ADDRESS**

On behalf of the Premier, his colleagues and the Government of Alberta, the Honourable Jason Copping wished the members a good morning and all the best for this year's AGM.

Minister Copping commented on the AAA being one of the first professional organizations recognized in the province in its first legislated session in 1906, and for over 100 years, architects have helped build this province. He commended AAA members on their past work and continuing to do so in these trying times.

He thanked the AAA for inviting him to participate virtually. He also recognized that the AGM was being held virtually and in doing so, thanked the AAA for keeping members and Albertans safe.

He concluded with a look forward to next year in person to celebrate at next year's AGM.

### **GREETINGS FROM EXTERNAL PARTNERS**

Gordon introduced three pre-recorded videos from partner organizations with greetings to share.

### **Interior Designers of Alberta (IDA)**

Louise Aroche, President, thanked the AAA for the opportunity to bring greetings and spoke about what the present and future looks like from the perspective of the Interior Designers, both within and outside the AAA. She invited everyone to visit their website (<a href="www.idalberta.ca">www.idalberta.ca</a>) for more information about their organization and to sign up for their newsletter.

She stated that the IDA was excited to once again be able to host their Urban Encounters tradeshow in Edmonton and Calgary in fall 2021 (hopefully, in person), as well as the 5<sup>th</sup> Annual MASI (Manitoba, Alberta & Saskatchewan Interior) Design Awards in October in Calgary, a competition with a prairies' vibe, created out of a desire to showcase the talent that exists amongst the members of the three associations. The 2020 MASI Design Awards was held virtually, and out of the 23 awards presented in nine categories, Alberta designers took home 18 of the awards, including a couple of projects that AAA members led or contributed to. She congratulated all the winners.

On behalf of the IDA, Ms. Aroche applauded the AAA on the launch of the long-awaited Experienced Interior Designer Pathway (EIDP). The IDA worked with the AAA in developing this new pathway. She stated how proud the IDA is of the first candidate to have made it through the pathway, Laurie Snider, a long-time IDA member and new AAA LID. The IDA is promoting the EIDP to their members and hope to see many more senior practitioners in the ranks of the AAA.

Ms. Aroche added that as we optimistically emerge from the pandemic, interior designers of all specialities will contribute to the ongoing conversation about how space will be used post-COVID. Interior design has become highly strategic and Alberta interior designers are well-positioned to lead conversations with their clients, about what the future holds for offices, healthcare, educational and residential spaces. Companies are actively seeking advice on how to create safety and excitement around returning to work, how to shift their workspaces to accommodate a hybrid working model and about how they can support new ways of learning, living, and healing.

In conclusion, Ms. Aroche once again thanked the AAA for the opportunity to bring greetings to the AGM.

### **Royal Architecture Institute of Canada (RAIC)**

John Brown, President, thanked the AAA for the invitation to speak at the AGM.

Mr. Brown reported that the RAIC has been very busy over the past year continually responding and adjusting to pandemic life. The RAIC quickly transitioned operations to a remote format, with a priority in health, safety and wellbeing of staff, members and volunteers while preserving service to their membership and the profession.

The RAIC's advocacy portfolio has exploded over the past year with a focus on supporting the express needs of the RAIC community. The number one issue raised by members last year was support related to the impact of COVID-19. Other top advocacy priorities were climate action and equity of justice.

Mr. Brown reported that the RAIC's Committee on Regenerative Environments (CORE) is busy supporting the 2021 Congress on Architecture, with a theme of climate change and architecture, while the Indigenous Task Force is focused on the International Indigenous Architecture and Design Symposium in June. He was also pleased to share that they are advancing on meaningful actions as they relate to reconciliation with indigenous peoples, guided by a truth and reconciliation task force. A first symbolic and very important step will be taking place with a proposed resolution to adopt the United Nations' declaration on the rights of indigenous people being presented at the RAIC's AGM in June being held virtually.

### **GREETINGS FROM EXTERNAL PARTNERS (cont'd)**

Mr. Brown thanked the AAA and all the RAIC's Alberta members for their continued support over the past year. Members' time and engagement on their surveys, letter-writing campaigns and virtual platforms has been tremendous. These initiatives bolster the architectural community and the voice of the profession in Canada.

Mr. Brown also provided a brief update as the Dean of the University of Calgary's School of Architecture, Planning and Landscape (SAPL).

A project initiated by the Dean's Circle is being launched this summer to develop a Google-based database of innovations of the built environment in Alberta. Six students were hired to collect information from architectural firms in Alberta about innovative projects they have completed. SAIT is on board to develop the application technology. The first release will focus on Calgary's downtown and surrounding areas, then expanding to Edmonton, then rural communities. More information on this initiative will be forthcoming.

On behalf of the RAIC and SAPL, Mr. Brown thanked the AAA and wished members all the best as we work our way through this incredibly challenging time.

### **Consulting Architects of Alberta (CAA)**

Liam Woofter, Director, was pleased to share that the CAA has been moving in a positive direction and has been able to secure financial support from industry. Working with the Alberta Joint Industry Response Team, along with the Consulting Engineers of Alberta and the Alberta Construction Association, the CAA is addressing key issues that affect Alberta architectural and licensed interior design firms, such as prompt payment legislation, working on fair consultant agreements and direct access to the Minister to discuss the impact of the pandemic on the professions and industry. He also mentioned that the CAA meets frequently with the Alberta Infrastructure Liaison Committee to address procurement challenges, vendor performance review and a contract and agreement overhaul.

With respect to challenges, Mr. Woofter indicated that steps are being taken to make improvements to the financial support of the CAA. The CAA has an ad hoc working model of governance with a strong board working directly with industry, opposed to having an Executive Director, which saves on overall expenses. The CAA also plans to restructure membership fees so that the organization can continue to grow. The CAA looks forward to sharing these plans with members, in future. Lastly, the industry continues to undervalue itself. In the last year, fees on projects were at 40 to 60 percent lower than the CAA fee guideline suggests, and fees continue to decline.

Looking forward to 2021-2022, the CAA's goals are to address the following items:

- Reformation of the CAA to be more inclusive of all firms, architects, and licensed interior designers in Alberta.
- Challenging governments to react appropriately to the emerging trends and issues facing the professions.
- Continued advocacy with municipalities, particularly Edmonton and Calgary.
- Outreach to owners' forum (public and private) through the Edmonton Construction Association.
- New membership structure to encourage SME firms to join and participate to strengthen the business proposition.
- Hire an administrative assistant to manage the day-to-day aspects.
- What is the nature of the business of building and interior design in a post-pandemic world?

Mr. Woofter thanked the AAA for providing the CAA with this platform to speak to the AGM attendees.

### CALL TO ORDER

Gordon confirmed that there were over 200 members logged into the webinar and was satisfied that quorum had been met. He called the 2021 AAA Annual General Meeting (AGM) to order at 9:20 am.

### **IN MEMORIAM**

Gordon asked all webinar participants to observe a moment of silence in memory of the following members of the profession who had passed since the last AGM:

- David Kieselhof
- Kurtis Nishiyama
- Renzo Pillon
- Paul Polson
- Roger Schilf

### **RECOGNITION OF PAST PRESIDENTS AND COMMITTEE CHAIRS**

Gordon extended his thanks to the following individuals for their commitment and efforts over the past year:

- Past Presidents, who have contributed to bringing the association to where it is today. There were 14 in attendance:
  - Coben Christiansen
- Scott Pickles

Elizabeth Songer

- Donald Davidson
- Jan Pierzchajlo

Peter Streith

- Richard Lindseth
- Daryl Procinsky

Patti Swanson

o Brian Oakley

- Leonard Rodrigues
- Dale Taylor

Peter Osborne

- o Barbara Shipman
- Standing Committee Chairs:
  - David Murray, Chair of the Registration Committee
  - o Patti Swanson, Chair, Complaint Review Committee
  - Rob Swart, Chair, Practice Review Board

### THANKS TO 2020 / 2021 COUNCIL & AAA ADMINISTRATION

Gordon thanked all Council members for their outstanding contributions during the past year.

Gordon also recognized the Duggan House staff for their hard work and for keeping the AAA running throughout the challenges the pandemic continues to present.

### REMARKS FROM EXECUTIVE DIRECTOR, BARBARA BRUCE

Gordon called on Barbara Bruce to say a few words.

Barbara brought to everyone's attention the imagery used in the AGM icon and throughout the presentation and on this year's Annual Report. The "blurring of lines" was an intentional nod to the way the AAA managed to honor the significant responsibilities as a regulator yet find new ways of doing things in a pandemic environment. She stated that she was incredibly proud of the AAA Council and staff who not only managed to keep things going, but who rose to the occasion to bring innovation and enhancements to our role as a regulator.

Barbara focused the remainder of her presentation on the AAA's three mandate areas of regulating, supporting, and advancing our professions.

### REMARKS FROM EXECUTIVE DIRECTOR, BARBARA BRUCE (cont'd)

Barbara stated that the pandemic has taught us how creative we can be when circumstances require it. Throughout the past year, Duggan House staff worked mostly from home with a few key staff remaining in the office on a staggered schedule to ensure continuity of service delivery.

We learned to leverage technology to conduct intern interviews whereby travel by the volunteers and the interns will no longer be required. We will likely continue this practice going forward. The 2020 virtual AGM was a success, and we may continue to hold our AGMs virtually in the future for greater accessibility. We will also likely keep online delivery of professional development in our menu of options once we go back to offering in-person events.

In closing, Barbara stated that the longest-serving AAA team member, Yasmin Tejpar, decided to retire in June this year. Barbara invited Wendy Graden, Director of Regulatory Affairs, to say a few words about Yasmin's pending retirement.

Wendy stated that for 16 years, Yasmin Tejpar served in many roles within the association and leaves a legacy of care and commitment, especially to intern members' success. With a profound level of attention and a caring touch, Yasmin guided many interns to becoming successfully registered professionals. Wendy congratulated Yasmin on her retirement and indicated that she will be missed.

ITEM	ORDER OF BUSINESS
1	ADOPTION OF THE AGENDA
	Gordon called for a motion:
	That the members of the Alberta Association of Architects approve the Annual General Meeting Agenda dated May 20, 2021, as presented.
	Moved by Coben Christiansen / Seconded by Patti Swanson
	There were no questions or comments from the floor. Motion was carried.
2	ADOPTION OF AGM MINUTES – MAY 21, 2020
	Gordon called for a motion:
	Move that the members of the Alberta Association of Architects approve the May 21, 2020, Annual General Meeting Minutes as presented.
	Moved by David Murray / Seconded by Randy Krebes
	There were no questions or comments from the floor. Motion was carried.
3	PRESIDENT'S ADDRESS
	Gordon presented the President's Address, based on pages 3-5 of the 2020 Annual Report.
	Gordon stated that the many activities, initiatives and accomplishments of the past year would not have been possible without the support and direction from his colleagues on Council, the work by many AAA committee volunteers, and the tireless work of the backbone of the AAA, the dedicated staff who keep everything going and making us proud.

# ORDER OF BUSINESS PRESIDENT'S ADDRESS (cont'd) Gordon also thanked Keesa Hutchinson for stepping up to chair the Governance and Human Resources Committee at the same time as serving as Vice President. He also thanked Jan Pierzchajlo for chairing the Finance, Audit and Risk Management Committee, and Greg Beck for taking on the treasurer role. REGISTRAR'S REPORT Gordon called on Grant Moore to present the Registrar's report. Grant presented his report based on the Registration section of the Annual Report (page 14).

### 5 TREASURER'S REPORT

registration processes and systems running smoothly.

Treasurer, Greg Beck, stated that the AAA continues to be in a stable financial position and presented his report with the following highlights [note that page numbers referred to are for the 2020 Annual Report]:

Grant thanked the administration team at Duggan House for their unwavering efforts in keeping the

- In 2020, in-person events (including Banff Session) were cancelled due to the pandemic.
   Although the events did not generate revenue and expenses, the operational revenues still
   exceeded expenses by over \$193,000 (as shown in the Statement of Operations, page 19),
   mainly due to higher revenue from Building Envelope Courses and lower-than-expected
   expenses from travel, HR, credit card bank fees, and legislation review expenses.
- The AAA was also able to transfer \$52,914 from unrestricted funds to support cash reserves in the restricted funds (page 19, Statement of Changes in Net Assets).
- The AAA's 2021 budget shows an anticipated operating deficit of \$125,711 (page 15). Banff Session was budgeted for 2021. However, the anticipated surplus from Banff Session is lower than previous years. The budget also includes expenses for Legislation Review Committee, support for Future of the Profession committee, advocacy, complaints legal expenses, travel expenses for in-person events, and a 10 percent increase of 2020 actuals, for some operational expenses. On the revenue side, there was no rate change in fees or dues for 2021, and with the anticipated decrease in membership (from resignation and retirement), dues revenue is expected to be lower. As well, low interest rates are resulting in lower interest revenue.

Greg thanked the administrative team at Duggan House for the meticulous management of AAA finances and stated that it had been an honor to serve as Treasurer for the past year.

Greg then introduced Leon Pfeiffer from RSM Canada, the AAA's auditor, who presented the 2020 financials.

### **Financial Report by Leon Pfeiffer**

Mr. Pfeiffer reported on the financial statements found in the 2020 Annual Report. In his comments he noted that in 2020, total current assets of just under \$3.4M compared to total current liabilities of \$2.04M, resulted in a current ratio of 1.67, which was an improvement from 2019's ratio of 1.62, and speaks to the excellent liquidity of the AAA. He encouraged everyone to review the audited financial statement complete with auditor's notes for more information.

### ITEM ORDER OF BUSINESS

### 5 TREASURER'S REPORT (cont'd)

Greg thanked Mr. Pfeiffer for his report and made the following motion:

As Treasurer, I move that the members of the Alberta Association of Architects accept the Audited Financial Statements of 2020 as presented.

Seconded by Natasha Jalbert

There were no questions or comments from the floor. Motion was carried.

Greg Beck announced that Tom Gee of RSM Canada has retired. For many years, AAA's audits were conducted by Peterson Walker LLP, then Collins Barrow and then continued through the merger with RSM Canada. Tom served as the lead CPA the entire time. Tom Gee was with all these firms. Greg acknowledged Mr. Gee's service over the years and noted that AAA had wished him all the best in his retirement.

At last year's Member Forum, a question was raised regarding the AAA's due diligence in appointing the current auditor.

This year, the AAA's Finance and Administration Manager, Helen Wong, undertook a review of fees by RSM Canada and a few other comparable firms. The AAA Council met in March to review and discuss the fees put forward by the firms contacted and recommended to the membership that Peterson Walker be appointed to serve as the AAA auditor for the 2021 and 2022 fiscal years.

Greg Beck made the second motion:

As Treasurer, I move that the members of the Alberta Association of Architects appoint Peterson Walker as Auditor for 2021.

Seconded by Donna Assaly

There were no questions or comments from the floor. Motion was carried.

Gordon thanked Greg and Leon Pfeiffer for their presentations.

### 6 2021 COUNCIL ELECTION RESULTS

Gordon thanked the Governance and Human Resources Committee for their assistance in recruiting members to run for Council this year. Getting enough members to run for Council is always a tough assignment and we need members to step up in 2022.

The slate was presented to the membership in accordance with our bylaws. Gordon thanked all the nominees for their interest in serving on Council and encouraged those not elected to try again next year.

Gordon congratulated Natasha Jalbert, Licensed Interior Designer, AAA, on her acclamation as the LID voting member on Council.

## **ITEM** ORDER OF BUSINESS 6 2021 COUNCIL ELECTION RESULTS (cont'd) Gordon then announced the following individuals who were elected by the membership and appointed to the 2021 / 2022 Council: Jay Boyce, Architect, AAA Farhad Mortezaee, Architect, AAA Alexis Finlay, Architect, AAA Ian Moxon, Architect, AAA Genevieve Giguere, Architect, AAA Keir Stuhlmiller, Architect, AAA Sukhpreet Kaur, Architect, AAA Also appointed to Council this year were: Donna Assaly, Licensed Interior Designer, AAA, as the LID Ex-Officio Mariam Djalili, Intern Architect, AAA Johanna Power, Intern Interior Designer, AAA Gordon congratulated and welcomed the new members to Council, then called for a motion: That ballots and any associated election records and materials for the 2021 Council Election be destroyed. Moved by Nabil Habashy / Seconded by Barry Johns There were no guestions or comments from the floor. Motion was carried. 7 **RETIRING COUNCIL MEMBERS** Gordon acknowledged the retiring 2020 / 2021 AAA Councillors. Jan Pierzchajlo, Architect, AAA 2020-2021 Immediate Past President Chair, Finance, Audit and Risk Management Committee Chair, Nominating Committee President 2019-2020 2018-2019 Vice-President Member, Complaint Review Committee 2014-Present 2017-2021 Councillor Donna Assaly, LID, AAA 2020-2021 Member, Governance & HR Committee 2018-Current Chair, Interior Design Advisory Committee Gordon thanked both Jan and Donna for the time and energy they have given to the professions and indicated that while Donna is retiring as a voting member, she was returning as the LID Ex-Officio on Council. Gordon also acknowledged Temitayo Ajibade, Intern Architect, AAA, whose one-year term was completed this year. Gordon thanked all the retiring Council members for their commitment and contributions.

# ITEM **ORDER OF BUSINESS** 8 PRESIDENT'S SEAL Gordon expressed his pleasure in announcing that Keesa Hutchinson, Vice President, would be taking on the role of President for the 2021 / 2022 term. He said a few kind words about Keesa, and formally introduced her to the members. Gordon virtually passed the presidency into Keesa's capable hands, and she placed the President's Seal Medallion around her neck. While Gordon placed the Past President's medallion around his neck, Keesa thanked him for his achievements over the past year and added that she was honoured to take on the role of President in his footsteps. 9 **INCOMING PRESIDENT'S REPORT** Keesa Hutchinson stated that it had been a pleasure serving as Vice President and relayed some of the work she was involved in over the past year. She indicated that as she steps into the role of President, she would like to focus on the future of the professions while working with Council on being effective representatives and working collaboratively with Duggan House staff. On behalf of Council, Keesa thanked Executive Director, Barbara Bruce, for providing the AAA with strong strategic and operational leadership. Keesa added that she looks forward to serving the membership as the 84<sup>th</sup> President of the AAA. 10 **RECOGNITION OF VOLUNTEERS AND MILESTONE MEMBERS** Keesa recognized volunteers, milestone members and life members. **Volunteers** – Keesa thanked all volunteers for taking time out of their busy schedules to volunteer on the various AAA and external committees. Milestone Members (50+ and 40 years of membership with the AAA) – Keesa acknowledged these members for their years of dedication to their professions and stated that they are an inspiration to all members. It was mentioned that the list of 40-year members shown in the presentation were only the *newcomers* to the 40-49-year group, but that all would be recognized in an upcoming Bulletin. **Life Members** – In January, life membership was awarded to those in good standing with 30 or more years of membership with the AAA. Nineteen members received, or will shortly receive, a letter of congratulations and certificate in the mail. Keesa congratulated all new life members. 11 TOM SUTHERLAND AWARD - BILL CHOMIK Keesa 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. Keesa announced this year's recipient: Bill Chomik. She stated a few facts about Bill and that he has been a member of the AAA since 1985, becoming a life member in 2018. Nomination letters submitted by Arup Datta, Katherine Robinson, and Jay Boyce indicated how Bill

would honourably represent the values and qualities demonstrated by Tom Sutherland and that this

### ITEM ORDER OF BUSINESS

### 11 TOM SUTHERLAND AWARD – BILL CHOMIK (cont'd)

award justly honours Bill's prolific career in architectural design, service to the community and exceptional leadership and commitment to the profession by mentoring the next generation of architects and ensuring they are leading with clarity.

Bill was praised for his career achievements including 40 years of experience, 700 buildings worldwide, and his many honours in architectural excellence in design throughout his career, particularly in the field of arts and sciences. He is widely known as the most knowledgeable planetarium architect in the world and has earned a global reputation for his work on scientific facilities in Greece, China and South Korea. Through decades of design excellence, he has also earned the most significant design awards the architectural community offers, including the Governor General's Award for Architecture, the AIA Justice Facilities Award, the Canadian Architect Award of Excellence, the City of Calgary Mayor's Urban Design Award, as well as others.

Due to the pandemic, the Tom Sutherland Award had been sent to Bill by courier in advance of the AGM date.

Keesa invited Bill to say a few words.

In his acceptance speech, Bill stated that he was truly honoured by this award named after the late Tom Sutherland. To be judged as having the qualities of leadership and service in both the profession and community is humbling.

Bill thanked Arup Datta, Jay Boyce and business partner, Katherine Robinson, for this nomination, as well as his mentors, colleagues, clients, supporters and family that have touched his life in countless ways and who have made this award possible.

Bill mentioned that the profession is a tough business and that it is rife with challenges. Despite the challenges, however, there are vast opportunities for architects and designers to advance a better world through its built environment and apply innovation and creativity in the areas of sustainability, accessibility, inclusion, technology, biophilic design, new health and safety protocols, prefabrication and urban design. These efforts will continue to propel the profession and keep it highly relevant.

In closing, Bill thanked the AAA for bestowing this award and stated that he will remain forever grateful.

Keesa thanked Bill and introduced a video with nominees Arup Datta, Jay Boyce and Katherine Robinson, who had messages of congratulations.

Keesa thanked the nominators and congratulated Bill for receiving this well-deserved award.

### 12 CLOSING REMARKS BY NEW PRESIDENT

At the conclusion of the 2021 Annual General Meeting, Keesa expressed how honoured she is in being the next President and hopes to continue building on the work of her predecessors and Council as a whole.

Keesa also stated her honour in following in her father's footsteps (Ken Hutchinson, President of the AAA 1983-1984) and thanked him for instilling in her the passion and dedication to this most noble profession.

ITEM	ORDER OF BUSINESS
12	CLOSING REMARKS BY NEW PRESIDENT (cont'd)
	In closing, Keesa said that she looks forward to the year ahead with enthusiasm and excitement as Council works together to represent the members to the best of their ability.
13	ADJOURNMENT
	With all the business of the Annual General Meeting being concluded, Keesa called for a motion to adjourn.
	Move that the May 20, 2021, Annual General Meeting of the Alberta Association of Architects be adjourned.
	Moved by Gordon Murray.
	Keesa Hutchinson declared the 2021 AGM to be adjourned at 10:48 am.
	Keesa thanked everyone for their attendance and participation at this year's AGM and moved into the Member Forum.