

# Becoming Architects Canada - Devenir architecte Canada

## AGM MINUTES

Sunday, May 29, 2022

2:00 - 3:35pm ET

Location: Zoom

#	Item Description	Action By
<b>Annual General Meeting</b>		
	<p>Ksenia - President (NWTAA, OAA) - Ottawa                      Patrick - Vice President (AAA Intern) - Edmonton                      Graeme - Secretary (AAA Intern) - Edmonton                      Afsaneh - Treasurer (OAA) - Toronto                      Sogol Rabiei - Director - Toronto</p> <p><u>Members</u>                      Sajeda Al Bdour                      Hassan Elghayesh                      Andres Rojas Radrigan                      Sogol Rabiei                      Alecia Guevara</p>	
1	<p>Welcome Address</p> <ul style="list-style-type: none"> <li>• 5 members attended, plus 5 directors (plus 5 online votes)</li> <li>• Quorum met (we have 28 members, need 10% to meet quorum)</li> </ul>	Ksenia
1a	Directors Intro	ALL
2	<p><b>President's Address</b></p> <ul style="list-style-type: none"> <li>- History of BAC-DAC</li> <li>- BAC-DACs mission statement: Our mission is to strengthen the voice of and connect those on the path to architectural licensure in Canada in order to support, serve, and advocate for their professional growth.</li> <li>- Call for Directors (currently have 5, would like to have 9 - ideally from various areas throughout Canada)</li> <li>- Volunteer opportunities</li> <li>- If you want to volunteer or become a director, fill in this form and upload CV:                             <ul style="list-style-type: none"> <li>a. <a href="https://docs.google.com/forms/d/e/1FAIpQLSeIGCiPa3mSUy69hpKC75iSvEOworUhtoNsAvp6QKk9e1g65A/viewform">https://docs.google.com/forms/d/e/1FAIpQLSeIGCiPa3mSUy69hpKC75iSvEOworUhtoNsAvp6QKk9e1g65A/viewform</a></li> </ul> </li> </ul>	Ksenia
3	<p><b>Bylaw Amendments</b></p> <ul style="list-style-type: none"> <li>- Summarized <a href="#">Bylaw amendments</a> and voted to accept changes  <b>10 YES (5 in person + 5 online votes) for both amendments.</b>  <b>Amendments approved.</b></li> </ul>	Patrick  <b>MEMBERS</b>
4	<p><b>Financial Statements</b></p> <ul style="list-style-type: none"> <li>- Presentation of financial report by Treasurer                             <ul style="list-style-type: none"> <li>a. See report via this <a href="#">LINK</a></li> </ul> </li> </ul>	Afsaneh

5	<p><b>Website/Media Committee Report</b></p> <ul style="list-style-type: none"> <li>- Report on website building as our main communication tool. Reviewed the website: reminder for expiry date of memberships, inviting to participate in the blog <a href="http://www.bac-dac.ca">www.bac-dac.ca</a></li> <li>- Social media approach - Instagram main focus, also have Facebook and LinkedIn pages, as well as Sub-Reddit (with chats on different topics)</li> </ul>	Graeme
6	<p><b>Events, Outreach and Fundraising Committee Report</b></p> <ul style="list-style-type: none"> <li>- Professional Organizations in Canada (groups we work with)</li> <li>- Relationship development with CASA - ACÉA <ul style="list-style-type: none"> <li>a. Looking at doing an architectural meme event/competition</li> <li>b. Looking at doing presentations at universities/with CASA on path to licensure and other relevant topics such as mental health in schools/architecture</li> </ul> </li> <li>- Review of events from last year <ul style="list-style-type: none"> <li>a. June 3, 2021 : (Virtual) Launch / Networking Event</li> <li>b. November 25, 2021 (Virtual) Networking Event for Internationally Trained Architects</li> <li>c. December 17-19: (Virtual) Design Jam Session [canceled]</li> </ul> </li> <li>- Review of upcoming events <ul style="list-style-type: none"> <li>a. July 13 (TBC): (Virtual) Resume Support/Networking Event</li> <li>b. Sat, Aug 6: (In-Person) Ottawa Architectural Speed Dating/Networking</li> <li>c. Tues, Sept 13: (Virtual) ExAC Support Session</li> </ul> </li> <li>- Translation work Social media campaigns</li> <li>- <b>Call for interested interns to attend CACB Conference - will be sending something out shortly</b></li> </ul>	Patrick
7	<p><b>Getting on the Path to Licensure Committee Report</b></p> <ul style="list-style-type: none"> <li>- Feedback was obtained at the launch event and networking event for architects trained abroad. We took this and made a list of action items; <ul style="list-style-type: none"> <li>a. Path to licensure diagram in collaboration with the CACB, ROAC and RAIC</li> <li>b. Sub-Reddit created with chat rooms on various topics (IAP, ExAC prep, BEFA, CACB Academic Certification, Syllabus)</li> <li>c. Hold regular Info Sessions/Networking Events <ul style="list-style-type: none"> <li>i. Upcoming Resume Support Session</li> <li>ii. Use these to obtain feedback</li> </ul> </li> <li>d. CACB Conference White Paper (Knowledge Committee)</li> <li>e. Professional Support - Resume support, places to look for job ads, etc. added to our website</li> </ul> </li> <li>- Future initiatives: <ul style="list-style-type: none"> <li>a. Connect with provincial and federal government (and coordinate with CACB and ROAC) regarding directing foreign licensed architects to us so we can give them a welcome document and information</li> </ul> </li> </ul>	Ksenia
8	<p><b>Knowledge Committee Report</b></p> <ul style="list-style-type: none"> <li>- <i>June 24: CACB Conference White Paper Due</i></li> <li>- July 13 (TBC): (Virtual) Resume Support/Networking Event</li> <li>- <i>June 20th to July 22nd: Registration Period for ExAC</i></li> <li>- June ?? : (Virtual) ExAC Prep Session</li> <li>- Sat, Aug 6: (In-Person) Ottawa Architectural Speed Dating</li> <li>- Tues, Sept 13: (Virtual) ExAC Support Session</li> <li>- <i>Oct 27-30: CACB Conference</i></li> <li>- <i>Nov 7-8: ExAC</i></li> </ul>	Afsaneh          Afsaneh

	<ul style="list-style-type: none"> <li>● BAC-DAC to help reach out to/select interns to attend CACB conference: BAC-DAC to provide help and feedback for individuals with regulators and CACB selection criteria</li> <li>● CACB white paper - Our Paper will address the situation facing Foreign Licensed Architects as well as Architectural Graduates as they attempt to find their way to licensure. This paper will then be presented as a workshop which will serve to further the research and broaden proposed options for this important sector of our profession.</li> <li>● ExAC Support Session: The bulk of the workshop will be dedicated to a panel discussion featuring individuals who took the exam recently talking about what worked well for them and/or what they would have done differently. This will be followed by breakout sessions giving attendees time for further questions, discussion, and networking.</li> </ul>	
9	<p><b>Questions for Committees</b> No questions</p>	
10	<p><b>Open Forum on future Initiatives (ideas and feedback)</b></p> <ul style="list-style-type: none"> <li>- What can/should people do before they come to Canada? Need PR before applying?</li> <li>- Connect new-comers to BAC-DAC. Guidance for newcomers <ul style="list-style-type: none"> <li>a. Publications for how much money to expect for wages. Summary expectations is critical to know for interviews <ul style="list-style-type: none"> <li>i. <b>Put link to Hays Canada-wide wages summary PDF on Website</b></li> <li>b. <b>Prepare guide for internationally licensed architects document (new to Canada)</b></li> </ul> </li> </ul> </li> <li>- Andres noted misinformation about the difficulty and the process of path to licensure in Canada <ul style="list-style-type: none"> <li>a. <b>What are options for employers to employ international architects? (also look at reciprocity agreements and list them on our website)</b></li> <li>b. Misinformation about time and amount of money it takes to become licensed in Canada (some people think you can do it before you move to Canada and it costs a very small amount of money) - <b>our Path to Licensure diagram aims to address cost and time implications of path options</b></li> <li>c. <b>Make it clear that if you're in Canada you cannot call yourself an "Architect" if you are not licensed in Canada (is a protected word; profession is self-regulated)</b></li> </ul> </li> <li>- BAC-DAC to be a central point for those trying to get on the path to licensure to start with and then get information <ul style="list-style-type: none"> <li>a. <b>Reach out to regulators, federal and provincial governments to direct them to come to our website and contact us</b></li> <li>b. <b>Source for people looking for jobs? Can also be difficult for firms to find good people</b></li> <li>c. <b>Share work from interns/BAC-DAC (instagram?)</b></li> </ul> </li> <li>- Difficulty getting jobs, particularly for foreign licensed architects: <ul style="list-style-type: none"> <li>a. Need for training for basic technical requirements (NBC, etc.)</li> <li>b. <b>Class/seminar on how to design in Canada (considerations - envelopes, building codes, bylaws, etc. What do architects do in Canada)</b></li> <li>c. Andres to identify certain key topics that he trains foreign licensed architects about?</li> <li>d. <b>Inverted job postings platform? (people looking for work)</b></li> </ul> </li> <li>- Long term goals:</li> </ul>	Members feedback

- a. Democratizing architecture, make it more accessible. Work on something for the future. People build their own structures? **Reach out to elementary/high schools about architecture to get more diversity**

**Feedback**

- Hassan noted that website is a great resource - one stop shop for explaining the overall approach to architecture in Canada, as Sajeda was alluding to

# 1. Update to Election of Directors

Original Bylaw Verbage:

## **4.03 Election and Term<sup>10, 11</sup>**

Subject to the articles, at the corporation's first meeting of members, directors shall be elected and shall hold office for a three-year term, expiring not later than the close of the third annual meeting of members following the election.

Applicants for the first board of directors must submit a CV evidencing interest and a minimum of two years' previous involvement in endeavours aligning with the vision and mission of the Corporation. All subsequent directors shall be elected to hold office for a two-year term, expiring not later than the close of the second annual meeting of members following the election.

At the close of the second year, and each succeeding annual meeting at which an election of directors is required, up to one-third 1/3 of the initial board of directors may elect to step down, and the members shall elect replacements from a list of pre-qualified applicants.

To qualify, each applicant must submit a CV evidencing interest, previous involvement in endeavours aligning with the vision and mission of the corporation, and have had a minimum of 1 year's experience serving on at least two of the corporation's committees. Directors may apply for further term(s) upon expiry of their first term, but are limited to a maximum of 6 years of service to the corporation.<sup>11</sup>

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### **Suggested Revision/Amendment:**

## **4.03 Election and Term<sup>10, 11</sup>**

Subject to the articles, at the corporation's first meeting of members, directors shall be elected and shall hold office for a 2-3 year term, expiring not later than the close of the third annual meeting of members following the election, per the following approach:

- [At the close of the second year at least half of the initial Directors shall step down, and the members shall elect replacements from a list of pre-qualified applicants.](#)
- [At the close of the third year, the remaining initial Directors shall step down, and the members shall elect replacements from a list of pre-qualified applicants.](#)

All subsequent directors shall be elected to hold office for a two-year term, expiring not later than the close of the second annual meeting of members following the election.

Applicants for the first board of directors must submit a CV evidencing interest and a minimum of two years' previous involvement in endeavours aligning with the vision and mission of the Corporation.

[Applicants for a Director position in the corporation, not including applicants for a Director position for the first board of directors, must fill in and submit an application form linked on](#)

the corporation's website, including attachment of a CV. The CV is to include any relevant experience in other non-profit organisations, societies, etc., if applicable.

Directors may apply for further term(s) upon expiry of their first term, but are limited to a maximum of 6 years of service to the corporation.<sup>11</sup>

Subject to the articles, the members will elect the directors at the first meeting of members and at each succeeding annual meeting at which an election of directors is required. Special meetings may be called to vote for and elect Directors (see Article 3.04)

## 2. Update to Members Calling a Members' Meeting

Original Verbiage:

### **3.04 Members Calling a Members' Meeting**

The board of directors shall call a special meeting of members in accordance with Section 167 of the Act, on written requisition by members carrying not less than 5% of the voting rights. If the directors do not call a meeting within twenty-one (21) days of receiving such requisition, any signatory to the requisition may call the meeting.

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### **Suggested Revision/Amendment:**

### **3.04 Members Calling a Members' Meeting**

The board of directors shall call a special meeting of members in accordance with Section 167 of the Act, on written requisition by members carrying not less than 5% of the voting rights, or as brought forward by Directors and voted for/approved by members (by majority vote) at an annual meeting of members. If the directors do not call a meeting within twenty-one (21) days of receiving such requisition, with the exception of special meetings that have already been assigned a specific later date for, any signatory to the requisition may call the meeting.



# Becoming Architects Canada Devenir Architectes Canada

Fiscal Period Ending December 31, 2021

## Statement of Assets and Liabilities

### Assets

Current:	
Cash	\$ 1,469
Total Assets	<u>\$ 1,469</u>

### Liabilities

Current:	
Payable to settlor	<u>\$ -</u>
Net Assets	<u><u>\$ 1,469</u></u>

## Statement of Operations and Changes in Net Assets

### Revenue

Donations Received - Individuals	\$ 997
Donations Received - BMO	\$ 98
Income	<u>\$ 871</u>
	\$ 1,966

### Expenditures

Distributions	\$ 497
	\$ 497
Excess of Revenue over Expenditures	\$ 1,469
Net Assets, beginning of year	<u>\$ -</u>
Net Assets, end of year	<u><u>\$ 1,469</u></u>

Treasurer Signature \_\_\_\_\_