

SASKATCHEWAN
ASSOCIATION
OF ARCHITECTS



2019

Annual Report



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Annual General Meeting

September 24, 2020

Via Zoom meeting

AGENDA

Chairperson: Jim Siemens, President

1. Call to Order
2. Bylaw Amendments
3. President's Welcome
4. Acceptance of the Agenda
5. Acceptance of the Minutes of the 2019 Annual General Meeting
6. Introduction of Council Member Nominees
7. Reports
 - Questions from SAA Membership regarding all reports published in the 2019 Annual Report
8. Acceptance of Reports
9. Election of Council Members
10. Appointment of Accountants for the year ending December 31, 2020
11. Other Business
12. Adjournment

EXECUTIVE REPORTS

President

Jim Siemens

The privilege of having a self-regulating profession of architecture within Saskatchewan should never be taken for granted. Although our association is relatively small, it is effective in fulfilling its mandate to uphold and administer *The Architects Act, 1996*. It is only through the participation of our resident membership, the work of the administration, and through collaboration with the other provincial associations of architecture that we can maintain the success we have achieved.

It is an understatement to say that the Coronavirus disease (COVID-19) pandemic has had a significant impact on the world this year. It is not the objective of this report to provide a summary of the impact that the pandemic has had or will have on the profession of architecture in Saskatchewan. At this point it is impossible to predict the full impact it will have on our built environment and the processes of architectural design, but it will not be insignificant.

Regardless, the pandemic continues to affect the operations of the SAA office and the offices of our membership. Measures have been undertaken by the SAA administration to ensure the safety of the staff, our membership, and the public. The pandemic has impacted the efficiency of our work as an association but has not prevented it from being completed. The SAA bylaws have been amended to allow for the AGM to be held online so that the business of the Association can carry on. The annual conference which was, in hindsight, presciently themed “Extraordinary Architecture” has unfortunately been cancelled.

This year has also seen significant demonstrations and political change around race and gender equity across North America. Systemic racism and sexism is being addressed in our institutions and our society in a more honest and thorough manner than ever before. As architects it is our responsibility to reflect upon ourselves, our practices, and our Association to recognize how we are working within paradigms of racism and sexism. As stewards of the public realm we are beholden to create places that are inclusive. We must also employ inclusive and proactive design processes that effectively embody the concerns and needs of the least advantaged and underrepresented members of our society.

The School of Architecture initiative remains an active and positive topic of discussion with the University of Saskatchewan yet remains contingent upon more favourable funding conditions. The SAA has supported a significant amount of work with the U of S in the past number of years on the development of a program but the challenges of the current financial context have caused implementation to remain stalled. Saskatchewan remains one of four provinces in Canada without a school of architecture (the other three being Prince Edward Island, New Brunswick, and Newfoundland).

We have adopted a change to the Internship in Architecture Program (IAP) that will allow students to log experience prior to graduation. This will recognize the benefits students gain through working in the profession while still in school.

The SAA office has undergone some staff turnover this year. Executive Director Whitney Robson has been working to manage these transitions and train new staff to complete the work of the Association. I would like to thank Whitney and her staff for their work. I would also like to thank the members that have volunteered to serve on Council – it has been very rewarding to work with you all.



2019 Annual Report

The SAA remains an active voice for architecture and the public within Saskatchewan. We accomplish this by having our members and Council engaged in industry associations and acting as government liaisons. We continue to fulfill the mandate of the Association through the support of practice and education in all matters pertaining to architecture.

As many of us continue to work remotely it is becoming fully apparent how collaborative the profession of architecture is, whether with clients, suppliers, contractors, or within our own offices. Collaboration is critical to our success. We are seeing tools of collaboration receive a great amount of attention during this period of navigating the pandemic. Education is also being profoundly impacted with the benefits and shortcomings of online learning being tested. It is safe to say that no area of life has remained untouched.

The world is a different place now than it was a year ago or even six months ago. Changes are occurring at what feels like an unprecedented rate. We no longer have a choice to respond to change or not, it is simply upon us. We may not recognize architecture in the not-so-distant future, and this should not be a fearful proposition, but rather an optimistic one.

Secretary – Treasurer

Kurt Dietrich

Saskatchewan Association of Architects

2018 Audited Statements of Operations, 2019 Unaudited Statements of Operations, 2019 Operating Budget

Budget	2018 Audited	2019 Unaudited	2019 Operating Budget
Revenue			
Application & Annual Fees	532,575	524,375	504,050
Special Levy (School of Architecture Levy)	23,867	0	72,080
Business Revenue	3,910	5,290	0
Reinstatements & Penalties	23,900	7,125	0
Investment Income	6,474	19,088	5,500
Conference Revenue	68,303	61,458	78,350
Other Registration & Licensing Revenue	2,900	1,200	11,835
Transfer from Reserves (Bursary)	0	0	30,000
Transfer from Reserves (Special Projects)	0	0	109,000
	661,929	618,536	810,815
Expenses			
Annual Sponsorship & Memberships	2,787	4,110	6,885
Special Projects and Website	2,029	12	184,609
Conference Expenses	57,497	50,139	78,350
Bad Debts	0	0	0
Bank & Credit Card Fees	9,102	12,129	8,700
CALA Assessments	12,488	23,945	19,115
CALA Meetings	6,996	12,185	11,230
Council & Committee Expenses	15,881	16,679	32,105
Registration & Certificate Expenses	6,049	5,080	4,255
Administrative Expenses	13,960	22,780	20,720
Other Expenses	3,336	3,413	0
Professional Fees	42,549	60,214	42,700
Rent & Utilities	38,625	38,759	40,572
Salaries & Employee Benefits	204,287	194,571	248,494
Bursary	30,123	10,709	30,000
School of Architecture Expenses	23,867	0	72,080
	469,576	454,725	799,815
Excess of Revenue over Expenses	192,353	163,811	0
Amortization	(42,833)	(23,621)	11,000
Final Year End Financial Position	149,520	140,190	810,815

We are pleased to hereby present the annual financial report for the 2019 fiscal year. As noted within our own offices, this year has presented unusual challenges and complications which do impact our financial position. This year has also had a few positive changes in our staffing levels which has provided greater stability to the operations of the SAA.

A quick summary of the attached statements is as follows:

Revenue:

- General revenue, excluding levy and accounted transfers, maintained pace with the budget allocations.
- The Special Levy appears as zero as it is recorded as deferred contributions. Deferred contributions primarily consist of contributions that were received for the purpose of establishing a future school of architecture.
- Reinstatements and Penalties saw a decrease in income as this year was not an accounting year for the membership.
- Investment Income increased.
- Conference Revenue reflected the previous year, though there was a noted decrease from budget allocation.
- The final revenue totals are commensurate with our allotment for the year based on budgets and forecasted income.

Expenses:

- General Expenses were commensurate between the past years with a few exceptions.
- Moderate shifts within the expenses are noted in the assessment and general operating expenses of the SAA, mostly due to our commitments to outside organizations and use of specialists towards ensuring due diligence and proper practice with the SAA is maintained (i.e. legal services, bookkeeping services, human resources).
- Salaries and Employee Benefits are rationalized now that we have our staff contingent engaged and operating.
- The end result for the Expense Category reveals a reasonable position for the SAA to enter the current fiscal cycle.

The result for this fiscal year is that we have both met our obligations and managed to achieve a moderate surplus through the procedures and practice of the SAA organization. I do attribute a large part of this achievement to our Executive Director, Ms. Whitney Robson, who executes her duties professionally on the basis towards achieving a positive result for the organization.

**Saskatchewan Association of Architects
2020, 2021, and 2022 Operating Budget Projections**

	2020 Budget	2021 Budget	2022 Budget
Revenue			
Application & Annual Fees	502,400	494,450	491,475
Special Levy Income	0	0	0
Reinstatements & Penalties	0	0	0
Other Registration & Licensing Revenue	14,000	13,900	14,050
Conference Revenue	64,000	64,000	64,000
Business Revenue	0	0	0
Investment Earnings	6,500	6,500	6,500
Transfer from Reserve (Bursary)	30,000	0	0
Transfer from Reserve (Special Projects)	41,500	0	0
	658,400	578,850	576,025
Expenses			
Sponsorship & Memberships	5,885	6,885	5,885
Special Projects	94,260	66,252	58,247
Amortization	11,000	11,000	11,000
Conference Expenses	64,000	64,000	64,000
Bad Debts	-	-	-
Bank & Credit Card Fees	14,376	15,005	15,629
CALA Assessments	16,827	16,325	16,325
CALA Meetings	26,075	10,555	10,555
Council & Committee Expenses	30,250	20,260	20,265
Registration & Certificate Expenses	6,233	6,317	4,797
Administrative Expenses	33,865	33,130	33,810
Professional Services	61,137	58,237	58,237
Rent & Utilities	38,820	38,880	38,940
Salaries & Employee Expenses	225,671	232,005	238,335
Special Levy Expenses	30,000	-	-
	658,400	578,850	576,025
	0	0	0

The Operating Budget Projections follow this summary. These projections have been forecasted based on past year activities and revenue stream. This practice is now seeing a dramatic shift as we move into the “new world of business”, due to pandemic impact. Our best option at this time is to maintain the recommendations for these projections, while incorporating our quarterly review process of the budget cycles. The quarterly reviews will provide our management team with the opportunity to maintain flexibility in the changing business environment and react if necessary, to minimize any potential negative impacts on our organization.

These projections include the proposed 2020 fiscal year budget with anticipated projections calculated for the following two years. The SAA has maintained a conservative approach in the process of budgeting for coming years, while calculating future financials based on historical data. The overall potential impact of the Covid-19 crisis will not be fully ascertained until we have travelled through a minimum of two fiscal year cycles as there will likely be impact felt within:

- Membership registrations, especially non-resident members;
- Conference revenue and expenditures;
- Association memberships and expenses.

The initial budget for the 2020 fiscal year, originally calculated during the last fiscal cycle with minor updates identifies:

1. Minor reduction in Registration and Licensing Annual Fees
2. Continued budgeting for conference revenue and expenses
3. Updated budgeting for administration and staff expenses

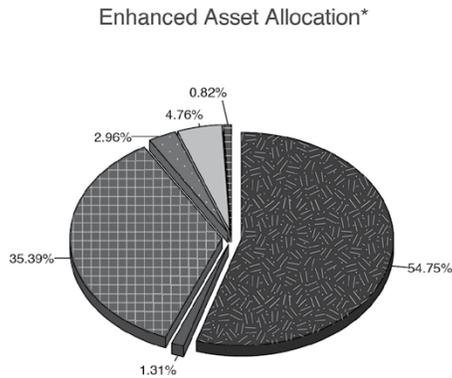
The fiscal practice of our organization is to maintain a successful investment reserve, maintaining a target goal of sixty percent (60%) related to budgeted expenses as an investment reserve. Our current position, as well as past performance through recent years, exceeds this target goal, which maintains our organization on solid financial footing for the coming years.

Asset Allocation

Saskatchewan Association of Architects Household

Enhanced Asset Allocation*

As at December 31, 2019



Geography	Market Value	%
Fixed Income - Canada	304,329	54.75
Fixed Income - US & International	7,304	1.31
Total Fixed Income	311,633	56.06
Cash and Cash Equivalents	196,732	35.39
Total Cash and Cash Equivalents	196,732	35.39
Equity - Canada	16,434	2.96
Equity - US	26,477	4.76
Equity - International	4,565	0.82
Total Equity	47,476	8.54
Total Portfolio	555,841	100.00

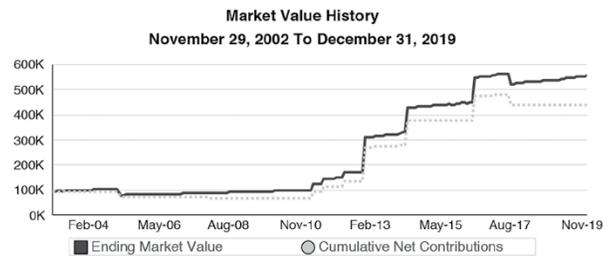
Accrued income included with Market Value.

*The asset allocation values displayed include an overlay from an external data provider that breaks out the underlying asset classes for mutual funds, pooled funds and Canadian ETFs, if applicable and where available.

Portfolio Summary

Market Value History

As at December 31, 2019



Capital Review for the Reporting Period November 29, 2002 To December 31, 2019

Capital Review	
Beginning Portfolio Value (November 29, 2002)	95,003.20
Net Contribution	346,574.33
Total Investment Returns	114,263.26
Ending Portfolio Value (December 31, 2019)	555,840.79

Net contribution consists of the sum of deposits and transfers-in less withdrawals, transfer outs, and any applicable withholding taxes. The Market Values depicted on this page represent the point-in-time value of your Portfolio.

Daniel Hulak, B.Comm, CIM, FCSI

RBC Dominion Securities

Reported in CAD

Graphics supplied by RBC Dominion Securities

	2017	2018	2019
SAA Reserve Fund at December 31			
General Reserves Value	\$530,196	\$535,763	\$554,851
School of Architecture Levy – Restricted Funds	\$101,904	\$103,059	\$104,715
Bursary – Internally Restricted Funds	\$84,120	\$54,120	\$44,120
Total Unrestricted Reserves	\$344,172	\$378,584	\$406,016
	2018 Budget	2019 Budget	2020 Budget
Total Budgeted Expenses	\$742,998	\$810,815	\$658,400
60% of Budgeted Expenses (target)	\$445,799	\$486,489	\$395,040
	77% of target	78% of target	103% of target

Registrar

Daniel Reeves

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Registered Members	405	413	422	423	448	433	401	353	317	277	239
Resident	106	109	108	107	111	108	108	105	102	92	87
Non-Resident	299	304	314	316	337	325	293	248	215	185	152
Associate Members	5	3	1	2	1	1	2	1	1	5	5
Members on Leave of Absence	3	1	5	4	1	2	2	2	2	1	2
Retired Members	15	16	14	14	12	8	8	8	8	10	9
Life Members	11	11	11	11	10	8	8	8	8	9	7
Honorary Members	3	3	3	3	3	3	3	4	4	4	4
Total	442	447	456	457	475	455	424	376	340	306	266
Student Members <i>(Includes Interns and Syllabus Students)</i>	28	29	30	29	31	41	41	41	35	29	31
Firms	222	230	232	235	253	292	293	244	202	150	149

2019 Membership

Membership numbers fell slightly in 2019 with the total number of registered members dropping by eight between January 01 and December 31. One of these was a resident member and seven were non-resident members. The number of SAA licensed firms also declined in the same period by eight. The number of members moving from active status to the alternative status options increased by three.

The ten-year membership data indicates a slight trend downwards since 2015 after a period of significant growth for the period between 2009 and 2015. The bulk of the growth and decline has been created by non-resident members. Non-resident members currently make up the majority of the membership at 68% and resident members comprise 24%, alternate status members comprise the final 8% of the total membership.

The resident members have seen an overall reduction of 4.5% and non-resident membership has been reduced by 11.8%.

The alternate status numbers have increased by 47% since 2015 but are down by 20% from the 2009 data.

Student members have remained relatively consistent since 2015, showing a brief bump between 2012 and 2015.

2019 Register Update

New SAA Members by Completion of the Internship in Architecture Program (IAP)

Luke Ryalls

Elena Estrella-Tolentino

Kate Jackson

New SAA Members by Completion of the Broadly Experienced Foreign Architects (BEFA) Program

Kola Akinyemi

Executive Director

Whitney Robson

Although 2019 came to a close like many other years, the events that transpired since the beginning of the next have shifted and continue to shape our daily lives. It would be remiss to summarize the closing year, or to speak of plans for the year ahead, without acknowledging these realities.

In the months since March 2020, we have experienced the effects of a number of major world events. From working at home, to social distancing, to wearing masks – the COVID-19 global pandemic has irrevocably changed how we work and live. The Black Lives Matter movement and the inequalities that it has highlighted has urged many of us to consider our own positions and privileges. In the Canadian context, this examination of disparity has underscored our need to focus attention and effort to reconciliation with First Nations peoples.

Life these days requires adaptation and flexibility. We are having to rework, adjust, and acclimatize to new norms in our personal and professional lives. The day-to-day work of the SAA looks different in this new landscape. Our office, which closed to the public in March, has remained so. Staff are in-office on a rotating schedule to maintain limited numbers and precautionary distance between individuals. This change has made us cognisant of some areas where we need to make improvements to our systems, especially in regard to remote working.

In 2019 the SAA continued to work toward robustly filling our regulatory duties. The hiring and training of new staff was a major project over the last year. The SAA office hosts three positions – Registration and Licensing Coordinator, Office Coordinator, and Bookkeeper. New people have brought new capabilities and skills to the SAA, increasing our capacity to fulfill our mandate.

The SAA office is currently working on a number of major projects that began in 2019 and that work continues on. These include:

- Con Ed database – work is underway on the development and implementation of a new Con Ed database (member log-in via the SAA website).
- Electronic seal via Notarius – the SAA is working towards providing secure, certificate-based digital signature that certifies the signer’s identity, professional status, and organizational affiliation. The organization we are working with on this project, Notarius, is the provider of electronic seals to many of the architectural jurisdictions across Canada, as well as many other allied professions (engineers, landscape architects, urban planners, etc.).
- Implementation of changes to the Internship in Architecture Program (IAP) – this will include alterations to the SAA’s IAP Appendix B to reflect these changes, as well as amendment of applications and administrative processes.
- Professional misconduct complaints – the SAA saw an increase in the number of professional misconduct complaints made in 2019. We are working to refine our processes around complaints, including updating our manuals for the Professional Conduct Committee (PCC), Discipline Committee, and Executive Director.
- Preparatory work for the member database has continued – the implementation of this project will follow the Con ED database. The member database will not only assist in organizing the SAA’s data internally, but will benefit members directly by facilitating online payment, filing of changes and updating information electronically.



2019 Annual Report

In 2020 the SAA will also engage in a facilitated strategic planning session to revisit and refresh our existing strategic plan and identify priorities for the coming years. This will include a review of all committees of Council's terms of reference as well as the existing committee and subcommittee structure. We will also be using this opportunity to consider issues such as gender equity, reconciliation efforts, and racism within the association's work. While addressing these topics fully is more than can be done in a single session, year, or lifetime, our intention is to begin this work and embed it in the planning and priorities of the SAA.

The work of the SAA is directed by Council, whose duty it is to protect the public. The SAA Council is made up both of architects, who have been elected by their peers, and members of the public, who have been appointed by the Lieutenant Governor in Council. Council plays a vital role in the self-regulating of the profession of architecture. I would like to take this opportunity to recognize and celebrate the contributions of your 2019-2020 Council – Jim Siemens, Olena Pavlyuk, Dylan Elliott, James Youck, Kurt Dietrich, Troy Smith, Tammi Denby, Andrew Wallace, and our public appointees – Dena McMartin and Laird Ritchie. These ten people have dedicated their time and energy over the past year to attending meetings, carrying out council tasks, cooperating on committees, leading volunteers, and working with staff.

I continue to feel privileged to work for the SAA, as the regulator for the profession of architecture in Saskatchewan, and architects, as self-regulating professionals. I also feel fortunate to work alongside a dedicated team of SAA staff including Candy Braun, Shannon Clemmer, and Debra Janzen. A sincere thank you to these individuals for all of their hard work and dedication.

While our front door may be closed, should you have any questions or comments on the regulation of the profession of architecture, or the work of the SAA, I would be happy to discuss via a phone call or email. Wishing you the best as we navigate the current situation together.

COMMITTEE REPORTS

The Saskatchewan Association of Architects

2019/2020 Committee Structure

COUNCIL:		Term Expires
President	Jim Siemens, Saskatoon	2021
1st Vice President	Olena Pavlyuk, Saskatoon	2022
2nd Vice President	Dylan Elliott, Regina	2023
Secretary-Treasurer	Kurt Dietrich, Regina	2021
Past-President	James Youck, Saskatoon	2020
Councillor	Tammi Denby, Saskatoon	2020
Councillor	Troy Smith, Saskatoon	2022
Councillor	Andrew Wallace, Saskatoon	2020
Public Appointee	Dena McMartin, Saskatoon	2020
Public Appointee	Laird Ritchie, Saskatoon	2020

Reports of the Executive, Practice, Education, and Communications Committees

Executive Committee

Canadian Architectural Licensing Authorities James Youck

Practice Committee Olena Pavlyuk

Saskatchewan Building & Accessibility Standards Appeal Board No Current SAA Representative

Saskatchewan Bid Depository Incorporated Ted Engel/Alton Tangedal

Saskatchewan Construction Association Advisory Council..... James Youck

Saskatchewan Construction Panel..... James Youck

Prompt Payment Saskatchewan Daniel Reeves

Municipal Heritage Advisory Committee – Regina..... Currently Inactive

Municipal Heritage Advisory Committee – Saskatoon..... Andrew Wallace

Honourary Corporate Archivist Frank Korvemaker

Education Committee Tammi Denby/Troy Smith

Internship in Architecture Program James McEwen

RAIC Syllabus Program LeeAnn Croft/Lyle Wiebe

Senate – University of Regina Kurt Dietrich

Senate – University of Saskatchewan Grant McKercher

Saskatchewan Polytechnic – Architectural Technologies Justin Wotherspoon

Communications Committee James Youck

Design Council of Saskatchewan Bertrand Bartake/Megan Krueger

Prairie Design Awards..... Jeff Howlett

RAIC Regional Director..... Johanna Hurme

EXECUTIVE COMMITTEES

CANADIAN ARCHITECTURAL LICENSING AUTHORITIES

James Youck

It has been a pleasure to represent the SAA at the bi-annual Canadian Architectural Licensing Authorities (CALA) meetings. CALA consists of the provincial regulators and is represented by both the Administrators and representatives of each member province. The meetings provide an opportunity for coordination with the Associations on issues of national interest for the profession.

CALA consists of several sub-committees including the International Relations Committee (IRC), the Canadian Architectural Certification Board (CACB) Standing Committee, Examination for Architects in Canada (ExAC), and “The Future of the Profession” Committee that is working towards a National Architecture Policy. CALA has also been examining the relationship between the regulators, the RAIC, and the Canadian Council of University Schools of Architecture (CCUSA) with an effort towards continuously improving communication and support. With respect to the former, CALA has formed a collaboration committee. This committee is currently developing terms of reference for presentation at the spring 2020 CALA meeting.

One of the most significant efforts of CALA is investigation into becoming an incorporated entity. This will allow CALA to be recognized as a national representative of the licensing authorities, possibly access funding for initiatives, and employ dedicated administrative staff. The subcommittee will be carefully considering the regulator versus advocacy role and will be reporting back to CALA on how conflict will be avoided. The incorporation of CALA is not expected to result in a significant budget change operationally. A risk analysis of incorporation is a priority for the sub-committee.

The RAIC has been responsible for and managing the delivery of the Canadian Handbook of Practice (CHOP). CALA is a partner in the project from a funding and oversight perspective. The RAIC has not yet delivered the new version of the CHOP and is behind schedule due to challenges related to volunteer content providers and editors. The CHOP is a critical document for architects and interns as much of the ExAC is based on the guide.

The CACB Standing Committee has been reviewing the options for funding the accreditation process. A revised model for funding has been developed and accepted by the Regulators and in principle by CCUSA; discussions with CCUSA continue. The Committee has also prepared and presented updated and revised competencies required for licensure in Canada.

The CACB Standing Committee has also presented a proposal to allow for the logging of experience hours within the Internship in Architecture Program (IAP) prior to graduation. This change was initially accepted, in principal, unanimously. The Standing Committee presented a motion to the Regulators on the revised IAP and it was passed and took effect on July 1, 2020. Regulatory jurisdictions, including the SAA, are now working on implementing this change.

As of the fall CALA meeting, the IRC was expecting a response on the Memorandum of Recognition from the European Union. Several IRC members are winding down their tenure, including David W. Edwards. We thank David for his efforts and dedication to this committee over his many years of service. Replacement committee members will be discussed at the next CALA meetings.



2019 Annual Report

ExAC welcomed a new chair of the sub-committee, Chris Babits, as well as several new members. A major focus for ExAC has been on succession and the development of computer-based testing capability to support jurisdictions across Canada and the disbursed locations of intern writers.

The Future of Architecture Committee's work reached over 1,100 participants in 2019 and Phase 2 has begun. This phase will culminate in documents that are ready to move forward into the public realm.

Lastly, CALA has been discussing revised terms of reference for each of its subcommittees as well as an outline for succession planning. This work is underway. Continuity of representation, as well as healthy rotation, is a priority here.

Practice

PRACTICE COMMITTEE

Olena Pavlyuk

Overview:

The work of the Practice Committee is rooted in SAA legislation (*The Architects Act, 1996*) and regulations (the SAA Bylaws). The mandate of the SAA Practice Committee is to provide advice and recommendations to Council on all matters related to architectural practice and to advise on professional practice related inquiries received from SAA membership, clients, building authorities, and the public.

2019 and the start of 2020 brought the SAA many challenges. However, the Practice Committee and administrative staff have been working closely to continue to ensure that all bylaw requirements for practicing architecture in Saskatchewan are met and documented. The efforts of the 2019 committee included the following:

- Review of unlicensed practice (entails: response to complainant, investigation, issuance of letters/instruction, follow up, advice from legal counsel, and/or engagement of the Professional Conduct Committee).
- Review of the unauthorized use of the title “Architect”.
- Review of RFPs issued in Saskatchewan to ensure they are written in accordance with (*The Architects Act, 1996*) and SAA Bylaws and issuance of letters to procurement personnel with suggested revisions, where necessary.
- Review of possible SAA Bylaw amendments.

Additional Items of Note:

- The Practice Committee and the administrative staff dedicate a considerable time to the issue of the unlicensed practice or the misrepresentation and improper use of title.
- Once again, this year the Practice Committee was pleased to have the cooperation of Saskatchewan Polytechnic and volunteer members in the delivery of an information luncheon to senior class students in the Architectural Technologies Program. Gratitude to Tammi Denby and Lilia Buza for attending on behalf of the SAA.
- The SAA Fee Committee is a sub-committee of the Practice Committee. This committee is charged with the task of redefining or refining the SAA Recommended Fee Schedule and potentially finding alignment with ACEC|SK.

2020 Priorities:

Your Practice Committee is currently focusing on:

- Revision of the SAA fee/scope document.
- Ongoing discussion with the provincial and municipal governments related to educating all levels of government on the practice of architecture.
- Issuance of practice bulletins and other reference material to support member success in compliance with the requirements of practice.

The 2019 Practice Committee included: Jim Siemens, Olena Pavlyuk, Dylan Elliott, Bob Burnyeat, and John Cope. The Practice Committee relies on the insights, assistance, and unwavering dedication of the SAA administrative staff and volunteers. We would like to express a special thanks to our Executive Director, Whitney Robson, for her ongoing support and the cooperation. We would also like to thank members not specifically identified in this report for their volunteerism in the support of the committee and the profession.

SASKATCHEWAN BUILDING AND ACCESSIBILITY STANDARDS APPEAL BOARD

Submitted by William Hawkins, Executive Director, Buildings Standards and Licensing Branch, Ministry of Government Relations

The Saskatchewan Building and Accessibility Standards Appeal Board (the Board) is constituted by provision of *The Uniform Building and Accessibility Standards Act* (the UBAS Act) for purposes as follows:

- (a) Hear and determine appeals made pursuant to Section 12 (exemption from accessibility standards) or Section 18 (appeals of building officials orders);
- (b) Advise the Minister on matters concerning the administration of this Act and the regulations; and
- (c) Perform any other duties that the minister may direct.

While the UBAS Act details that there can be up to eight members total, no particular seat on the Board is attributed to one organization or another. The SAA currently has the opportunity to have a representative on this board. If you are interested please contact SAA Executive Director, Whitney Robson.

SASKATCHEWAN BID DEPOSITORY INCORPORATED

Ted Engel and Alton Tangedal

The Saskatchewan Bid Depository Incorporated (SBDI) Board of Directors is made up of a group of volunteers from the Regina, Saskatoon, and Prince Albert Construction Associations and also includes two members of the Saskatchewan Association of Architects.

The SBDI met regularly throughout 2019 and concluded the year with their Annual General Meeting on February 27, 2020.

The SBDI is an “industry endorsed, industry policed system administered by the Saskatchewan Construction Association, designed to preserve the sanctity of bidding” by preventing incomplete, last minute, and qualified bids. The system is a bid collection process which seeks to provide fair representation to subcontractors, general contractors, and owners.

The SBDI came into existence in 1966 and has been an active part of the construction industry during its lifetime; however, over the last several years, the bid depository system has experienced a steady decline in usage. The board continues to search for a way to sustain and revitalize the use of the SBDI in the province’s construction industry.

In 2019, a total of two projects were bid using the bid depository system (there were five in 2018). One of these bids was for the Ministry of Central Services and the other was a First Nations project.

There has been new discussion on expanding SBDI's trade scope definitions or adopting those used in Alberta, where the list of trade scopes is more complete. However, a bid depository system is not used in Alberta.

An electronic bidding (e-bidding) system is not being pursued.

SBDI continues work towards further educating our industry and others on the benefits and advantages of the bid depository system to the bidding process.

The SBDI continues to recommend that although we as designers are often approached with regard to trade definition, consultants should direct bidders with such questions to contact the SBDI or their respective trade associations for direction, as the SBDI specifically requires the respective trade to declare they understand their trade scope without exception.

As the SBDI continues to struggle for acceptance in the industry, those involved on the board remain committed to ensuring that the system remains available for their members and hopes for improvements and more acceptance in the future.

The SBDI regularly updates its web site, www.sbd.ca, which provides information and rules associated with its use, and its reference is encouraged.

SASKATCHEWAN CONSTRUCTION ASSOCIATION ADVISORY COUNCIL

James Youck

I have been pleased to represent the Saskatchewan Association of Architects (SAA) on the Saskatchewan Construction Association (SCA) Advisory Council, over the last five years. The Council meets quarterly and is a subcommittee of the SCA. The members the Council are required to represent construction trade organizations and must be members of local construction associations in Regina, Saskatoon, Moose Jaw, and Prince Albert, or represent affiliated professional organizations such as the SAA or Association of Consulting Engineering of Canada (ACEC|SK); individuals are not permitted to serve on the Council. Membership is very broad and covers the spectrum of the construction industry.

The SAA participates on the Council as a full, participating member and is recognized and valued by the industry. As a representative of a regulatory body, I am always conscious of SAA's role as a regulator, as the business of the Advisory Council often focuses on advocacy-based initiatives. This should not deter our participation in the future but must always be front of mind.

This year the Council remained focused on the Prompt Payment Legislation. SAA members are encouraged to familiarize themselves with the legislation as it does affect the contract administration services architects provide. The SCA publication, *We Build*, had an excellent article in 2019 that outlined the legislation and its effects in a very concise manner.

The Advisory Council has also been focused on "Best Value Procurement" and provisions for how "Best Value" is rolled out to industry by the public sector. Procurement issues for the construction industry include consistency in assessment, entrenched attitudes within procurement departments, and unreasonable risk allocation in non-standard contract terms. The Advisory Council has been encouraging the use of industry standard contracts such as the Canadian Construction Document Committee (CCDC) contracts.



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The three priorities of the Advisory Committee for 2020 include:

- Ensuring that Saskatchewan work goes to Saskatchewan companies starting with the design industry and flowing to general and sub-contractors;
- Attracting investment into Saskatchewan by leveraging the provincial government's Growth Plan, including efforts to continue dialogue with government about the negative impact of the extension of PST on construction labour;
- Addressing the issue of contract risk downloading already identified above.

This will be my last report as the SAA representative on the SCA Advisory Council. The experience has been informative and educational, and I look forward to transitioning the role to the newly appointed SAA representatives, Bill Hutchinson and Olena Pavlyuk.

SASKATCHEWAN CONSTRUCTION PANEL

James Youck

I have been pleased to represent the Saskatchewan Association of Architects (SAA) on the Saskatchewan Construction Panel for the last five years and will be transitioning the role to SAA 1st Vice President, Dylan Elliot. The Panel recently met in November of 2019 and May of 2020.

The Panel has had a front row seat as the government has moved to create a single procurement entity under the SaskBuilds banner. SaskBuilds has become the primary procurement agent for most government departments and ministries. However, the crown corporations continue to procure their own consulting and construction services, albeit with what is intended to be a best value process. I am sure that members who have pursued work under the best value procurement model have their own perspective on the methodology.

SaskBuilds has continued to increase its staff compliment through new hires and secondment from other government agencies. Priority Sask has been tasked with providing supplier development assistance to all Ministries and Crowns as well as working with local suppliers to make connections for opportunities on government contracts. There is much work left to do from the industry perspective to ensure equitable and consistent procurement.

SaskBuilds also provided a presentation on Best and Final Offer (BAFO) procurement terms. Both the SAA and ACEC indicated that from their experience procurement officers have used BAFO as a way of "grinding" fees. SaskBuilds indicated that this is absolutely not the intent and will continue to work with procurement agents to ensure how and when to use BAFO.

The Panel also received a report from the government's Red Tape Committee where the focus has been on reducing the permit application times. It was noted that the government's Growth Plan identified a time limit on the issuance of building permits and have begun a process of appeal through the provincial Standards and Licensing Branch, Saskatchewan Ministry of Government Relations.

PROMPT PAYMENT SASKATCHEWAN

Daniel Reeves

Prompt payment and mandatory adjudication legislation is being enacted across Canada to alleviate perceived payment delays down the construction pyramid.

On October 1, 2019, prompt payment and adjudication under the Construction Act came into force in Ontario. Ontario is the first jurisdiction to have legislation in Canada that combines prompt payment and adjudication alongside traditional lien legislation.

Nova Scotia has also recently introduced legislation, which has passed second reading and proceeded to Committee stage. The Nova Scotia act includes many of the same prompt payment and adjudication provisions of the Ontario, Saskatchewan, and Federal acts, however, the timelines will apparently be determined via regulations which are not yet available.

Manitoba is actively pursuing legislative change, and New Brunswick remains in a holding pattern after an election in 2018, and no new law reform notes have been published since May 2018 when stakeholder engagement was ongoing.

Saskatchewan's Bill 152, to amend The Builders' Lien Act to accommodate prompt payment regulations, was introduced on November 20, 2018. It received royal assent on May 15, 2019. The bill introduces a prompt payment and adjudication regime similar to the one in Ontario. It includes amendments for transition provisions pursuant to which certain contracts will be "grandfathered" and subject to the act as it read prior to the amendments taking effect. As the regulations were prepared to accompany the amendments to the act, the Ministry of Justice sought comments from the public by August 30, 2019.

It was posited that the Bill could be in force as early as January 2020, but Covid-19 considerations have caused previous timelines to be reconsidered. Currently, the Bill still remains subject to change, as it is not yet law. The Government of Saskatchewan and other stakeholders, including the Prompt Payment Working Group and the Saskatchewan Construction Association (SCA), are currently developing a process for training and appointing adjudicators who will be authorized to act under the new legislation. It is not expected that the Bill will come into force before an adjudication authority is set up and no date for when the Bill will actually take effect has been determined.

There are still significant items to be resolved. The provincial government has long considered exemptions as an important consideration and believe that an exemption for the home building sector is appropriate. Other industry sectors have identified concerns over the consultation process and the inclusion of a broader range of perspectives. The Prompt Payment Working Group has identified concerns with a dual system compromising the overall intent of the legislation. The consultation process is still ongoing, and nothing has been finalized publicly.

Prompt Payment Update - August 27 2020

The Government of Saskatchewan has approved and ordered the final round of changes to The Builders' Lien Amendment Regulations, 2020. The final revisions do not include any exemption for homebuilders but have allowed for an exemption for both the mining sector and for anything related to power generation and distribution. There is also a blanket exemption for engineers, architects, and land surveyors. There is not enough information currently included to identify the specific intent for the exemption for architects in the approved amendments, but a request has been submitted for further background rationale from the provincial government.

The “Prompt Payment” revisions will likely be in force April/March 2021. With approximately six months until the legislation takes effect, an education/training regime for the industry will be critical to the success of the project, as will the creation of an adjudicator pool. The provincial government has requested the assistance of the Saskatchewan Construction Association with both of these aspects of the project.

As more information is made available, we will distribute it to members.

MUNICIPAL HERITAGE ADVISORY COMMITTEE – REGINA

The Regina Municipal Heritage Advisory Committee (MHAC) is not currently active. The SAA will advise members of further developments regarding this committee in future annual reports.

MUNICIPAL HERITAGE ADVISORY COMMITTEE – SASKATOON

Andrew Wallace

The Saskatoon Municipal Heritage Advisory Committee (MHAC) is an advisory body, whose function is to provide advice to Saskatoon City Council on matters related to the Heritage Property Act and Regulations and on the Civic Heritage Policy. MHAC reports to City Council through the Standing Policy Committee on Planning, Development, and Community Services (PDCS).

In 2019, MHAC consisted of 17 voting members, as follows:

- 1 representative of the Saskatoon Heritage Society
- 1 representative of the Saskatchewan Association of Architects
- 1 representative of the Saskatchewan Realtors Association
- 1 representative of the Saskatoon Archaeological Society
- 1 representative of the Meewasin Valley Authority
- 1 representative of Tourism Saskatoon
- 1 representative of the Saskatchewan Indigenous Cultural Centre
- 1 representative of the 33rd Street Business Improvement District
- 1 representative of the Broadway Business Improvement District
- 1 representative of Downtown Saskatoon (Downtown Business Improvement District)
- 1 representative of the Riversdale Business Improvement District
- 1 representative of the Sutherland Business Improvement District
- 1 representative of the Local History Room of the Saskatoon Public Library
- 1 citizen representative of the youth community (16 – 23 years old)
- 2 citizen representatives of the First Nations or Métis communities
- 2 additional citizen representatives

Additionally, the following non-voting members serve as resources to the committee:

- 1 councillor
- 1 representative of the City Clerk's Office (City Archivist)
- 1 representative of the City's Administration (Community Services Department)

In January 2019, Andrew Wallace replaced Don Greer as the SAA representative on the MHAC. The committee met nine times during 2019. The complete meeting minutes and agendas of MHAC are available on the City of Saskatoon website.

Some of the noteworthy activities that occurred in 2019 are described below:

- Lenore Swystun, representative of the Saskatoon Heritage Society, was nominated Chair of MHAC.
- Presentation to the Committee on January 9, 2019, by City of Saskatoon Land Development Project Manager, Brad Murray, regarding the sale and adaptive reuse of the former Saskatoon Transit facilities on Avenue C South (the Bus Barns). Mr. Murray advised the Committee that the 1948 building on the southwest corner of the site has been identified as having possible heritage value, although it is not currently designated as a heritage property. An RFP seeking a purchaser for the property closed in mid-December 2018. Mr. Murray stated that a public engagement process would be undertaken in due course to gather community and stakeholder input.
- At an MHAC meeting on February 6, 2019, concerns were raised with respect to the Forestry Farm Park and Zoo master plan, specifically the effect of the parking lot expansion on the heritage integrity of a building on the site, the Superintendent's Residence. The Superintendent's Residence is a Municipal Heritage Property, and the Forestry Farm Park and Zoo is a national historic site. A letter dated March 25, 2019 was sent by the MHAC to the City of Saskatoon Standing Policy Committee on Planning, Development, and Community Services. In response, on June 5, 2019, City of Saskatoon Director of Recreation and Community Development, Andrew Roberts, provided a verbal presentation, confirming that the design has been revised.
- Presentation to MHAC on May 1, 2019 by City of Saskatoon Senior Planner, Jim Charlebois, on the Civic Conservatory Renewal. Mr. Charlebois presented four proposed concepts for the Conservatory by aodbt architecture + interior design, and the next steps to this project.
- MHAC reviewed a proposal by City of Saskatoon to install a series of interpretive signs on and around the new traffic bridge, illustrating the history of the bridge in relation to the history of the city.
- The Doors Open Event was held on June 2, 2019. Attendance doubled from the previous year, with approximately 7,000 attendees.
- On September 17, 2019, the University of Saskatchewan conducted a planning session regarding the Poultry Science Building and Seed Barn, which was attended by various stakeholders, including Andrew Wallace, representing MHAC. The purpose of the session was to provide information on the condition of these two buildings and to seek input on two options being considered by the University to dispose of them. These options included removal or deconstruction, but not restoration or adaptive reuse, which were considered cost prohibitive. Following the meeting, the University wrote to participants indicating that a decision had been made to list both buildings for sale with the goal of having them relocated off campus.
- No properties received new Municipal Heritage Designation in 2019.
- The City of Saskatoon recognizes achievement in the area of heritage conservation through the presentation of the Saskatoon Heritage Awards, which are administered by MHAC. These awards are presented every two years. A report on the 2019-2020 awards will be made in the SAA's 2020 Annual Report.

HONOURARY CORPORATE ARCHIVIST

Frank Korvemaker

Records Indexing and Scanning

Work relating to the SAA records donated to the Provincial Archives of Saskatchewan in 2019 continued to concentrate on three primary activities:

- Indexing the names of members who are mentioned in various files (“Box Lists”)
- Scanning selected documents (especially letterhead and business cards)
- Responding to public requests for information relating to Saskatchewan architects

Since the Corporate Archivist initiative started in 2013, the following work has been completed:

	2013-18	2019	Cumulative Totals
Public enquiries handled	50	7	57
Selected documents scanned	2123	234	2357
VOLUNTEER HOURS			
Box lists & scanning	201.5	21	222.5
SAA admin	69.5	5	75.5
Public enquiries	253.5	121	374.5
TOTAL HOURS	524.5	147	671.5

Research Relating to Saskatchewan Architects in Response to Various Enquiries

Below is a list of the architects for whom information was requested, followed by the nature of the enquiry (e.g. building name, biographical information, etc.):

- **Rudolph W. Dahlgren** [1854-1935] (former Chicago residential architect, settled near Parkman, Saskatchewan in 1903, but did not register with the SAA until 1912). Continuation of research in 2018 to verify Dahlgren’s design of Saskatchewan buildings.
- **Sidney J. Tripp** [1869-1941] (SAA # 58) – born in Ontario and studied architecture through a correspondence school. He specialized in flour mill design and came West in 1906. He worked in partnership with Maurice W. Sharon (SAA # 8) and with A.J. Rowley (SAA # 50), as well as working independently. Around 1918 he returned to Ontario. While researching R.W. Dahlgren, a reference was found to Tripp being hired to inspect the Cannington Manor Flour Mill – which seemed odd until it was discovered that Tripp specialized in such designs at that time.
- **J. Melrose Morrison** [1868-1932] (SAA # 101) – born and educated in Scotland, Morrison opened an office in Prince Albert in 1913, then moved to Saskatoon in 1916, where he specialized in school designs. This year, Toronto architect Robert Hill, who created and maintains the *Biographical Dictionary of Architects in Canada: 1800-1950*, was looking for information relating to Morrison’s design of a brick Union (United) Church in Punnichy.

- **A.M. Fraser** [1858-1929] – was primarily a contractor, but also a self-trained architect who designed about two dozen buildings before the SAA was established in 1912. He initially operated out of Indian Head in partnership with George A. Cameron, and later moved to Regina where he formed a partnership with former Provincial Architect, George E. Hutchinson. None of these three men registered with the SAA when it was established in 1912. Fraser moved to Vancouver in 1927. Robert Hill contacted the SAA in search of more biographical data on Fraser; while Bill Pinfold, a colleague in London, England determined that Fraser lived in Kansas in 1900, a new fact about Fraser’s life.
- **Maurice W. Sharon** (1875-1940) (SAA # 8) – Saskatchewan’s Provincial Architect from 1916-1929, worked in the Seattle for the American Navy in the late 1890s, but the nature of that work has never been determined. During 2019 JoAnne Matsumura, of Seattle, has extensively researched various Washington archival sources for several years to link Sharon to either the Naval work or to the L.C. Smith Tower, a building for which Sharon reportedly had some design connection. It was especially rewarding to finally learn that Sharon was employed in 1901 as a draftsman by Moran Bros. Company, a firm that had extensive contracts with the American Navy in the Seattle region.

SAA Member Records Donated to Various Saskatchewan Archives

During 2019, the Provincial Archives of Saskatchewan acquired the following architectural records:

- Accession Number: 2019-084 (McCudden and Goldie Architects fonds)
 Donor: 1080 Architecture, Planning + Interiors
 Dates: starting in the early 1950s
 Extent: about 600 original and digital plans (thousands of sheets) – acquisition includes digital copies of the entire collection and a selection of the original drawings.
 Description: Records consist of architectural drawings of projects of the original architectural firm of E.J. McCudden Architect, and its successors, McCudden and Robbins, McCudden and Goldie, McCudden Goldie and Morley Architectural Services Ltd., Pattison MGM Architectural Services Ltd., and the current iteration of the firm, and also the donor – 1080 Architecture, Planning + Interiors. The projects are primarily in Saskatchewan (many in Regina), and consist of new buildings, renovations, additions, etc. and include commercial, educational, spiritual and residential building types. Some of the original drawings in this collection include noteworthy projects such as the Museum of Natural History in Regina, Regina Firehall #1, Tommy Douglas House, Tor Hill Golf Clubhouse, Saskatchewan Wheat Pool Head Office, and Saskatchewan Technical Institute.

Records donated to the City of Saskatoon Archives include:

- Accession Number: 2019-023 (Frank MacMillan fonds)
 Donor: Undetermined, via courier company
 Dates: ca.1910-1930
 Extent: ca. 25 pages of blueprints and pencil sketches (various sizes)
 Description: Assorted plans (both blueprints and pencil drawings) of various department store buildings in Saskatoon, roughly between 1910 and 1930. Most of the sets of drawings are incomplete, but there are a few drawings of the Avenue Building in Saskatoon (ca. 1910s), the MacMillan Building (ca. late 1920s). Frank Martin was the architect for both of these buildings, as well as assorted pencil sketches for the MacMillan building (again, n.d., possibly 1930s). There is also a set of drawings (13 sheets) for a “Department Store Building for Messrs. Willoughby and Sumner.” William Finland of Winnipeg was the architect [SAA Member # 83] (n.d., maybe ca. 1910s). A few of the blueprints are in quite poor condition (see note below).

*Note: The Frank MacMillan fonds came to the City Archives via a courier company who had four large “trunks” of records in their warehouse, and they contacted the archives to see if we wanted these records. We believe that one of Frank MacMillan’s daughters was storing this material but when she died, no one was paying to store the materials and eventually the company wanted to get rid of them. The records in this collection are not really complete, or in any real order, and archives staff have been working on getting these records into some kind of shape for some time. The architectural plans, much like the rest of the records, are not complete, and there is no real contextual information as to when or why these drawings were completed.

- Accession Number: 2019-002-2 (Saskatoon Prairieland Exhibition fonds)

Donor: Provincial Archives of Saskatchewan (see note below)

Dates: ca. 1910-1970s

Extent: ca. 40 pages of drawings (mainly pencil sketches, but some blueprints)

Description: Assorted drawings and blueprints of various buildings and structures located on the exhibition grounds in Saskatoon. The various drawings and plans do not appear to be complete, with usually only a few drawings for each building or structure. Included in the collection are:

- One blueprint showing a plan of the exhibition grounds (1933)
- One plan showing the Western Development Museum grounds within the larger exhibition grounds (1966)
- Numerous pages (of the same plan) showing one page of the curling rink plans (n.d.)
- One sketch of the Winter Fair Building (1929)
- Numerous drawings (four sheets) of the “new” administration buildings, (1958)
- Numerous drawings (ca. 15 sheets) of various buildings on the Exhibition grounds including cattle barns, racing stables, the manager’s office, agricultural/horticultural buildings, and sheep and swine building (ca. 1910 – 1913)
- Assorted plans and drawings of various structures, signage, etc. all relating to the exhibition ground and/or Prairieland park (ca. 1960 -1970s)

*Note: These materials came to the City of Saskatoon Archives from the Provincial Archives of Saskatchewan in 2019. The Provincial Archives was closing their Saskatoon office and decided to transfer a number of Saskatoon collections to certain archives in Saskatoon.

Donation of Records to the SAA Corporate Archivist for Later Transfer to the Provincial Archives

- Miscellaneous Items
 - Video – Clifford Wiens - donated by Margaret Hryniuk, Regina, SK
 - Article on Clifford Wiens in QC Magazine
 - “At the MacKenzie” – May 2007 - *Telling Details: The Architecture of Clifford Wiens*
 - Photos of Baptist churches in Kipling area – donated by Margaret Hryniuk
 - Saskatchewan postcards – donated by Frank Korvemaker, Regina, SK
 - Saskatchewan postcards – donated by JoAnne Matsumura, Issaquah, WA, USA
 - Letter from E.J. McCudden re: Royal Sask Museum site – donated by Marg Hryniuk
 - Articles relating to Max Dunning, who designed Simpson’s Warehouse, Regina – donated by Robert G. Hill, Toronto, ON

- *Saskatoon Home* magazine, Winter 2016 - with article on home designed by David Webster
- *Rise: Share your voice for Architecture in Canada: Vision of Value: Toward an Architecture Policy for Canada* – distributed at 2019 SAA Annual Meeting, Regina
- M.W. Sharon (SAA Member # 8) – from Margaret M. Sharon, BC
 - Various photographs, copies of certificates, business cards, and correspondence

Donation of SAA Records to the Provincial Archives of Saskatchewan

- Six boxes of administrative records:
 - 102 Closed / Inactive Member files: 1950-2016
 - 58 Closed / Inactive Member Firm files: 1973-2016
 - 1 Closed / Inactive Associate Member file: 1996-2004
 - 2 Closed / Inactive Temporary Member Files: 2008-2010
- Donations relating to SAA Members and Saskatchewan Architecture:
 - SAA Member Business Cards: pages 1 to 8 (80 cards) – provided by members
 - Obituaries for SAA Members – various sources
 - SAA Annual Report – 2011 & 2018
 - Magazines: *Masonry Design* (featuring Saskatchewan architecture) – 2004, 2008, and 2012
 - Magazines: *Elevation West: The Magazine of the Alberta, Saskatchewan and Manitoba Associations of Architects*: 1999-2007
 - Corporate Archivist - Annual Reports: 2014-2018
 - Corporate Archivist - Annual Activity Reports: 2013-2018

Member Business Card Collection

Business cards help researchers determine who worked for a specific firm and where the firm operated. No new cards were received in 2019. Members are encouraged to submit copies of their current and past business cards to the Corporate Archivist for both themselves and for their staff.

In Memoriam

Following is a brief tribute to the four members of the Association who passed away during the past year. Members are asked to please forward any obituary or career information relating to recently deceased members to the Corporate Archivist for incorporation into the SAA records at the Provincial Archives.

Allan Edwin Smith – 1927-2019 – SAA # 165 - de facto “Provincial Architect”

Allan was born and raised in Regina; then attended the School of Architecture at the University of Manitoba from 1946-50. After graduation, he returned to Regina and registered with the SAA in March 1953. Allan joined the architectural office of the provincial government, where he eventually became Director of Engineer and Architecture – the successor name for what was called the Provincial Architect in earlier decades. As a member of the SAA, Allan served on Council on various occasions, including a year as its President. He was also a member of the Royal



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Architectural Institute of Canada. In 1953, Allan married Beth Chesney and they had four daughters: Diane, Lauren, Roxanne, and Jennifer. In 1970, Allan joined and became a lifetime member of the Eastview Rotary Club. He and Beth enjoyed various cultural activities and travelling – an activity that complemented his appreciated for fine architecture.

Shen Chuen Lamb – 1931-2019 – SAA # 233

Shen Lamb was in Tang Shan, China, at a time of great political and military turmoil in the Far East. After the end of the Second World War, Shen move to Canada, and obtained his Bachelor of Architecture from the University of Manitoba in 1958. He met Janet at University, and after they were married, they moved to Regina, where Shen became Director of Engineering and Architecture with the Saskatchewan Government. He registered with the SAA in 1965. For the three decades, Shen oversaw the construction of over 1,000 public buildings throughout the province. Shen and Janet's family included five children: Joanne, Pam, Derrick, Belinda, and Sam. He also enjoyed playing tennis and badminton, but his primary joy was his family, which numbered into the mid 20s by the time of his death.

Manley Wright LaFoy – 1937-2019 – SAA # 236

Manley LaFoy was born in in the heat of the Great Depression, and grew up on the family farm near Gray, SK. He attended the Banff School of the Arts and, like a fair number of other Saskatchewan architects, enrolled at the University of Manitoba, where he obtained a Bachelor of Architecture. Returning to Saskatchewan, he became a member of the SAA in January 1966 and joined the well-established Regina firm of BLM Architects, where he became a partner. Later he set up his own practice and designed a variety of public buildings and private residences throughout the province. Partly as a result of the slugging economy of the 1980s, in 1993, he and his wife Marjorie moved to Parksville, British Columbia to continue his practice. A lifetime member of the Optimists Club, Manley was an avid landscape painter and was deeply involved in the communities where he lived. He and Marjorie raised three sons: Marc, Michael, and Maury.

Brian Ellwood Eldred – 1941-2019 – SAA # 415

Born in Newdale, Manitoba, Brian's family moved to Hazlet and Zealandia, SK in his formative years. After attending high school in Saskatoon, he moved to Winnipeg, where he graduated from the University of Manitoba's School of Architecture in 1970. Brian designed buildings in the three prairie provinces, Zambia, Nepal, and elsewhere, and traveled extensively to oversee their construction. Back in Canada, he served the architectural profession in numerous roles, including as President of the Royal Architectural Institute of Canada (RAIC) (1985-86) and President of the Alberta Association of Architects (1986-87). However, his home was always in the small-town environment of his youth, and he returned to Saskatchewan in 1993, living and working at Birch Hills and then Swift Current. He married Lynn Williams in 1998 and they had four children: John, Stephen, Bobbi and Jay. Brian retired in 2008, and then worked in various consulting capacities.

The cooperation I continue to receive from both the SAA administration and members, and from various archivists and researchers throughout the country, is greatly appreciated.

EDUCATION

EDUCATION COMMITTEE

Tammi Denby and Troy Smith

The work of the Education Committee is rooted in SAA legislation (*The Architects Act, 1996*) and regulations (the Bylaws). The Education Committee provides advice and recommendations to SAA Council on all matters related to member education; decisions are made by council. The Education Committee works with SAA staff on an ongoing basis to field questions regarding Con Ed offerings and review Core Con Ed applications.

With the cancellation of the SAA conference, and many other conferences and in-person continuing education opportunities for members due to COVID-19, the SAA Education Committee advised and assisted Council in implementing the following changes to the 2018-2020 Con Ed cycle:

- Six-month extension to the current cycle (now ending December 31, 2020).
- There will be no cap on carry forward hours for this (2018-2020) cycle so as to allow members who have already fulfilled their Con Ed requirements to keep accumulating learning hours for the next reporting period.
- The next Con Ed cycle (2020-2022) be 18 months in length.

The Education Committee is also responsible for the adjudication and awarding of the SAA bursary. A \$10,000 bursary/repayable award is awarded to a maximum of three eligible applicants each year. Students and graduates of a qualifying architectural degree program at all accredited Canadian schools are automatically eligible; those from other accredited North American schools may also apply. The bursary/repayable award is forgiven when the recipient completes three years of internship and employment in Saskatchewan. The 2019 recipient of the SAA bursary was Dian Dela Santa. Congratulations, Dian!

Additional projects that the SAA Education Committee is currently engaged in include:

- Education Committee Handbook – the handbook is intended to capture the responsibilities of the Education Committee and act as a resource for future members.
- Con Ed Database – work is underway on the development and implementation of a new Con Ed database (member log-in via the SAA website).
- Implementation of changes to the IAP – this summer it was approved by all architectural jurisdictions across Canada that students be permitted to log up to 760 hours, gained after completion of 60 credit hours in courses that contribute to the Student Performance Criteria for accreditation and prior to graduation. This fall, the Education Committee will work with SAA staff to revise the IAP Appendix B to reflect these changes.
- Close of 2018-2020 Con Ed Cycle (+ audit) and issuance of the 2020-2022 SAA Con Ed Guide.

INTERNSHIP IN ARCHITECTURE PROGRAM

Jim McEwen

The Internship in Architecture Program (IAP) continues to fulfill its role to assist intern architects in developing their experience, knowledge, and skills as they work towards registration as full members of the SAA. There are currently 23 individuals enrolled in the program who are making ongoing Canadian Experience Record Book (CERB) submissions (14 from Regina, 8 from Saskatoon, and 1 from Prince Albert). An additional five people are reporting as Syllabus – Part II students.

Three interns completed the IAP in 2019 and have registered as architects with the SAA.

The IAP relies heavily on the participation of supervising architects, who guide and support the interns on a daily basis in the working environment and ensure practical architectural experience is gained in the transition from education to practice. Mentor architects meet regularly with the interns to provide guidance related to career objectives and broader professional issues. Both roles are integral to the IAP process and participating members are encouraged to remain familiar with the requirements of the program. The SAA appreciates the ongoing efforts of all participants.

The Examination for Architects in Canada (ExAC) has been the standard Canadian examination since 2008. In 2019, seven candidates wrote some or all of the ExAC.

The results for Saskatchewan candidates who wrote the ExAC in November 2019 are as follows:

ExAC	WROTE	PASS	FAIL
Section 1	7	6	1
Section 2	5	5	0
Section 3	6	5	1
Section 4	5	5	0

RAIC SYLLABUS PROGRAM

No report at this time.

SENATE – UNIVERSITY OF REGINA

Kurt Dietrich

As incoming representative, I have the privilege of representing the SAA on the University of Regina Senate. I thank Mr. Bernie Flaman for his dedicated commitment to this endeavor through past years and I hope to maintain the same level of representation through my term on the Senate. This report combines our collective notes on the 2019 Senate year.

The year of 2019 was an active year for the University of Regina (U of R) as it grapples with an ever changing educational and social environment. President Timmons acknowledged at each session that the meetings were taking place on Treaty 4 land. She explained that land acknowledgement will continue as part of reconciliation efforts by the U of R.

Domestic student enrollment has taken a dip due to changing demographics. This affect is under review for possible countermeasures. Online courses can now be accessed from home rather than having to go to campus. Report of registration and graduation: winter 2019, was 14,966 + 4.1%. The split between graduate and undergraduate students is 1,884/13,082. Annual enrollment 2018-2019: undergraduate students 14,000.

Glenys Sylvestre, U of R Privacy Commissioner, explained that the U of R is focused on protecting faculty research. Steps taken by the University have been challenged. Currently, the University is in the process of developing policy in this area.

Provost, Tom Chase, provided 2019-2020 budget updates. Related documents are on the website. Salaries are the single biggest expenditure. Collective bargaining was resolved through the year. The increases in the collective agreements are not matched by increases in provincial funding. The 25th consecutive budget has been balanced.

President, Vianne Timmons, has announced her resignation from the University of Regina. Provost, Tom Chase, will step in as interim president while the search is underway for a new candidate.

Additional events included:

- Central testing facility is about to be opened. It will be fully accessible to better serve disabled students for exam writing.
- U of R had an alumni event in Saskatoon at the Remai Modern Gallery. The first mother/son honorary degree recipients, Barb Ryan and Eric Petersen, were honored.
- U of R faculty has received \$4M in grant funding through Natural Sciences and Engineering Research Council of Canada (NSERC). Several students have received significant awards.
- “You Belong Here, Racism Doesn’t” campaign has been launched.
- Sexual violence policy has been developed, led by Dr. David Gregory.
- The possibility of Metis-focused affiliation agreements with Gabriel Dumont Institute and Sask Polytech have been discussed.
- Pam Klein was elected as new Chancellor following the departure of Chancellor Tompkins.
- Alumni’s fundraising has declined. President Timmins regrets not directing more money to this effort earlier in her career as president. Efforts are being made to rent university facilities for conferences and events to raise money.

SENATE – UNIVERSITY OF SASKATCHEWAN

Grant McKercher

The University of Saskatchewan Senate enables public and community input into university decision-making. It is one of three governing bodies: Board of Governors, University Council, and Senate. Generally, the Board of Governors provides financial oversight, University Council provides academic oversight, and Senate provides administrative oversight.

The Saskatchewan Association of Architects (SAA) has long held a seat on Senate, along with more than one hundred other Senate members with broad representation. Examples include Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS), Canadian Federation of University Women (CFUW), Nature Saskatchewan, Municipalities of Saskatchewan (SUMA), and Saskatchewan Institute of Agrologists (SIA). Each member provides a unique perspective during the ongoing reviews and approvals brought before Senate.

There are two Senate meetings per year, in April and October. The actual work of a Senate member is to read the in-depth pre-meeting information packages and attend and participate in the all-day Senate meetings. The Senate meetings are generally confidential and usually deal with changes to programs, admission requirements, points of order, motions of support in principle, changes to program requirements, and university strategic planning. Capital project approvals and major project planning are not addressed by Senate.

Senate has recently received presentations about environmental sustainability at the U of S from a panel of students and professors. We regularly receive reports from the undergraduate and graduate student's associations. The Graduate Students Association has been advocating for more input at the senior leadership level of the U of S. The U of S President and senior leadership give reports to Senate at each meeting, including the financial health of the institution and more recently, the basis of negotiations with the multiple unions on campus.

Through Senate, I have been able to maintain a good relationship with the University Provost over three successive SAA presidencies. I have had informative meetings with the Provost regarding the status of the school of architecture initiative. The initiative remains 'live' and further progress is contingent on physical space allocation within the (future) College of Engineering renovation and addition. The U of S is currently exploring funding possibilities for the expansion of the College, intended to house multiple programs. The proposed location is yet to be defined in detail as the expansion project is in early stages of administrative development. SAA President, Jim Siemens, and I have discussed a school of architecture with U of S Dean for the College of Engineering, Suzanne Kresta. We have advised and answered questions.

To keep the SAA's decade-long investment of time and funds in the school of architecture initiative current, there are opportunities for continuing work by the SAA during the College of Engineering project's administrative development phase – we can continue to gather and renew support from our related professions and industry members. Additionally, we can keep the need for a school alive in the mind of the public and support the U of S with any input it requires.

The U of S is an important institution in Canada and internationally and I am very pleased to volunteer my time to assist the University with Senate and Senate's Honorary Degrees Committee. As a past president of the SAA, it is a pleasure to represent the SAA and our esteemed membership at the Senate meetings and forums. We have high quality practitioners in Saskatchewan, and I advocate confidently on our behalf.

SASKATCHEWAN POLYTECHNIC – ARCHITECTURAL TECHNOLOGIES

Justin Wotherspoon

Forty students are currently enrolled in first year, 30 students are currently on a work term, and 36 students are in their final semester and anticipated to graduate in April 2020. Of those in the final semester, 16 are in the Building Science option and 20 are in the Interior Design option.

Partnering with businesses, high schools, and industry remains an extremely important part of the program:

1. The program is participating in ‘Think Construction’ in April 2020, part of Construction Week, as well as ongoing participation in high school career fairs. The goal is to promote career options within the design and construction sectors in Saskatchewan.
2. Student work, which includes capstone projects and design-build furniture projects, will be featured at the graduate showcase on April 16, 2020, sponsored by Business Furnishings Ltd.

Sask Polytech’s Architectural Technologies program continues its process of consulting with the Program Advisory Committee and industry to review proposed curriculum updates in order to meet ongoing accreditation requirements. As part of ongoing program quality improvement, an in-depth industry curriculum validation was held in March 2020 where 15 industry participants from eight different sectors offered valuable feedback on the program content and delivery.

The program is preparing for a site visit from the American Council of Construction Education (ACCE) in October 2020 to renew accreditation. The ACCE accredits the program as a two-year associate degree. The ACCE is a US-based organization, where an associate degree equates to the Canadian diploma granted by Sask Polytech. As the Bachelor of Construction Management Degree, now offered by Sask Polytech, also intends to accredit through the ACCE as soon as it is eligible, maintaining this accreditation is intended to assist those students who intend to move forward.

The Architectural Technologies program has also been developing online courses to offer more flexible learning opportunities to students. Currently, two courses are in development, with hopes of increasing that portfolio in the next few years.

Students continue to be provided with opportunities for hands-on learning, including a day in the carpentry shop, sponsored by Passive House Canada. Here they learn more about the challenges of installing high performance building assemblies.

Of course, the program continues to have industry members speak to students from the following organizations: Saskatchewan Association of Architects (SAA), Interior Designers of Saskatchewan (IDAS), Technology Professionals Saskatchewan, Masonry Institute, Building Standards, International Facility Management Association (IFMA), Construction Specifications Canada (CSC), Passive House, and various product reps/suppliers. As always, the program would like to express ongoing appreciation to all those who have served as occasional lecturers, guest critics, and advisory committee members. The program continues to value its close contacts with the architectural profession and the construction industry.



2019 Annual Report

Finally, a reunion for current and past members of the program was held in September 2019, celebrating alumni success over the past 60 years. The event featured a keynote presentation given by alumnus, John Robinson, who shared his love of Frank Lloyd Wright's work. As an ongoing commitment to reach out to alumni, and to increase networking opportunities for them, pub nights have been held in both Regina and Saskatoon. The alumni association hope to continue to plan events every four months. SAA members who may be alumni of Sask Polytech, or its previous iterations as SIAST Palliser Campus and STI, should watch for opportunities to participate in upcoming activities. Alumni are encouraged to sign up as alumni at <http://saskpolytech.ca/student-services/alumni/register.aspx> in order to receive updates about these activities.

Communications

COMMUNICATIONS COMMITTEE

James Youck

The 2019-2020 Communications Committee of Council consisted of James Youck and Jeanna South. The “lean” nature of the committee has resulted in the tabling of several projects. The decision has been to focus on a single priority project, “Design Matters,” which bears some similarity to the national efforts on the Future of Architecture. This project focus has allowed the administrative staff complement time to concentrate on regulatory efforts while allowing a key initiative to proceed at the committee level.

The “Design Matters Project” is essentially an effort to quantify the value of architecture and is seen as a tool for members to describe the importance of design and the use of regulated design professionals. This has been lacking when our members have been dealing with jurisdictions where the need for professional assistance is seen as unnecessary. To assist the Communications Committee, much of the project work is being generated by a third-party professional consultant.

The overarching purpose of the “Design Matters Project,” is to create a document which describes the value of architectural design within Saskatchewan. Its function is to illustrate and explain the best local architectural practice for sustainable development in the form of buildings, urban spaces, and facilities designed by architects practicing in Saskatchewan. Project value is outlined through analysis, assessments, statistics, and data. The document attempts to measure and celebrate the positive impact design has on individuals, communities, cities, and regions.

The SAA “Design Matters Project” was approved at Council and was fully underway in July 2019. Work has continued with development of content. This is expected to continue into early 2020, with production anticipated to be completed before the end of the year.

The Communications Committee is also responsible for oversight of the SAA website and newsletters. A review of the website was initiated with the last committee iteration; this work will resume in the coming year. The newsletter continues to be issued on a biweekly schedule, featuring items of regulatory nature or of interest to the members.

I extend my personal thanks to Jeanna South for her efforts. Despite having spent a significant “tour of duty” through Council, she returned to lead the “Design Matters Project”. On behalf of Council we are grateful for your contribution and dedication.

DESIGN COUNCIL OF SASKATCHEWAN

Bertrand Bartake and Megan Krueger

The Design Council of Saskatchewan (DCS) is the collective voice of six provincial associations representing design professionals working in the disciplines of architecture, engineering + geoscience, graphic design, interior design, landscape architecture, and planning. Established in 1983, the Council continues its mandate to promote public awareness of great design completed by members of our local professional associations and to provide educational opportunities to the public.

2019 was one of the busiest on record for DCS. We continued to form partnerships with other like-minded organizations and supported design related events throughout the year, such as, Jane's Walks, Doors Open, design-themed movies, trivia nights, and lectures. All of this culminated with Saskatchewan Design Week during the week of October 18-25, 2019.

This edition of Design Week was the most ambitious undertaking DCS has ever attempted. The week was a resounding success with 20+ design themed events which hosted over 1,000 total attendees in Regina and Saskatoon. The events included a launch party and pechakucha, public lectures, movie nights, a Jane's Walk, and building tours. An excellent lineup of speakers participated in this year's event including architect, Pat Hanson, partner at award winning firm gh3*; Stanley Sun, Interior Designer with Mason Studio; and Jason Thorne, head of planning for the City of Hamilton. The week concluded with the 2019 Premier's Awards of Excellence in Design Gala, which recognized great design work completed right here in our province. Congratulations to all the winners listed below.

Bertrand Bartake's term as Director and DCS Chair has come to a close. Design Council of Saskatchewan would like to thank Bertrand for his devotion, expertise and countless hours of volunteering. Megan Krueger has taken over the duties with DCS for the term ending in 2022. An additional SAA appointee will join DCS for a four-year overlapping term. Please contact Megan or the SAA Communications Committee if you are interested in participating in this important advocacy work.

For more information about Design Week and the Design Council of Saskatchewan, please visit www.designcouncil.sk.ca.

Premier's Awards for Excellence in Design Winners:

INTEGRATED DESIGN

Award of Excellence

Project: Nutrien Wonderhub

Firms/Designers: Kindrachuk Agrey Architecture, Robb Kullman Engineering, WSP & Argyle Design Inc.

Award of Merit

Project: Mâdawêyatitân Centre

Firms/Designers: P3Architecture Partnership, Alfa Engineering, Crosby Hanna & Associates, JC Kenyon Engineering Inc & MacPherson Engineering Inc.

Honourable Mentions

Project: No.1 River Landing

Firms/Designers: aodbt architecture + interior design, JC Kenyon Engineering Inc., MacPherson Engineering Inc, & PWA Engineering

Project: Collaborative Science Research Building

Firms/Designers: Henry Downing Architects, Flad Architects & P.Machibroda Engineering Ltd., Crosby Hanna and Associates, WSP, Stantec, PWA Engineering, Integrated Designs Inc., RWDI, and Wright Construction Western

ARCHITECTURE

Awards of Excellence

Project: Christ the Redeemer Church

Firm/Designer: P3Architecture Partnership

Project: College Avenue Campus
Firm/Designer: P3Architecture Partnership

Award of Merit

Project: 301-1st Avenue North
Firm/Designer: KSA Group Architecture

Honourable Mentions

Project: Jim Pattison Children’s Hospital
Firm/Designer: Henry Downing Architects

Project: SKYXE Curbside Expansion Project
Firm/Designer: Kindrachuk Agrey Architecture

GRAPHIC DESIGN

Award of Excellence

Project: Speak Up! Indigenous Artists Exhibit
Firm/Designer: The Engagement Party

Awards of Merit

Project: Flex Fitness Identity
Firm/Designer: Ryan Schmidt Art + Design

Project: Indigenous Chamber of Commerce Saskatchewan Logo
Firm/Designer: The Engagement Party

Project: Nutrien Wonderhub Branding
Firm/Designer: David Melashenko Design + Advertising

Honourable Mentions

Project: Beppi’s Gelato Branding Program
Firm/Designer: Christian Jensen Communications Design

Project: Saskatoon Public Library, What We Heard Report
Firm/Designer: Ryan Schmidt, Saskatoon Public Library

ENGINEERING

Award of Excellence

Project: Optimist Hill Outdoor Recreation
Firm/Designer: Catterall & Wright



INTERIOR DESIGN

Award of Excellence

Project: Mackenzie Art Gallery Craft Services

Firm/Designer: 1080 Architecture, Planning & Interior Design

Award of Merit

Project: KPMG Regina Corporate Office

Firm/Designer: 1080 Architecture, Planning & Interior Design

Project: College West Student Residence

Firm/Designer: Stantec

Honourable Mentions

Project: KF Kambeitz Farms Corporate Office

Firm/Designer: Bespoke Interior Design

Project: Jim Pattison Children's Hospital Child Life Zone

Firm/Designer: Henry Downing Architects

Project: HomeQuarter Coffeehouse & Bakery

Firm/Designer: Strata Development

LANDSCAPE ARCHITECTURE

Award of Excellence

Project: Aspen Ridge Greenway

Firm/Designer: Saskatoon Land

Honourable Mentions

Project: John Dolan School Sensory Playground

Firm/Designer: Crosby Hanna & Associates

Project: Kensington Village Square

Firm/Designer: Stantec

PLANNING

Honourable Mention

Project: Holmwood Business Park, Neighbourhood 2 & Suburban Centre

Firms/Designers: Stantec

PEOPLE'S CHOICE AWARD

Project: Christ the Redeemer Church

Firms/Designers: P3Architecture Partnership

PRAIRIE DESIGN AWARDS

Jeff Howlett

The Manitoba, Saskatchewan, and Alberta Associations of Architects have collectively agreed that this year's Prairie Design Awards should be cancelled, in recognition of:

- The inability to host large gatherings anytime in the foreseeable future, due to the pandemic, which makes a physical awards ceremony impossible; and
- The evolving economic impact on all of the respective member firms, which would make it difficult for many, if not all, to assemble submissions for an awards program in the midst of these challenges.

The Associations have collectively agreed that, in light of the rotation that has been consistently maintained between the three jurisdictions since the inaugural year, the MAA will host the Prairie Design Awards in 2022.

RAIC REGIONAL DIRECTOR

Johanna Hurme

The Royal Architectural Institute of Canada is the leading voice for excellence in the built environment in Canada; the RAIC continues to demonstrate how architects can address important issues through responsible design. The RAIC and the architecture profession provide value. We are uniquely able to address issues facing Canadian society.

I am pleased and excited to be the newly elected Manitoba and Saskatchewan Regional Director of the RAIC, following in the footsteps of my colleague, Jason Robbins, who has moved to the position of Vice President on the National Board. While I am just getting acquainted with the issues and full potential of the mandate of the Regional Director, I am grateful for having already received invaluable guidance from Jason and the rest of the RAIC Board and Staff.

I do believe that the Canadian expression of architecture and design is unique. It is a collection of multiple voices rather than a singular vision, rooted in pluralism and our vast landscape rich with pockets of distinct, strong perspectives. This holds a dynamic potential that will move Canadian architecture away from polite responses toward something bold and powerful. As part of this mandate, I am excited to work with the membership and staff of the RAIC toward a future where the value of architecture is fully recognized as an integral part of Canada's cultural identity.

In early March, I had the pleasure of meeting briefly with Jim Siemens, President SAA, on his recent visit to Winnipeg and very much appreciated the invitation to the SAA Conference on May 8-9, 2020 to get better familiar with the issues and opportunities specific to Saskatchewan. Unfortunately, due to the COVID-19 pandemic, the event, like so many others at this time has been cancelled, but I look forward to visiting you all when the opportunity becomes available again.

Over the past year, the RAIC has supported and participated in several exciting initiatives in our Region.

Café Prairie Forum

The Canadian Architecture Forums on Education (CAFÉs) are part of a year-long outreach project to discuss and debate the role of architectural education and research in shaping Canada's future. The knowledge and ideas mobilized through the CAFÉs will inform the development of an architecture policy for Canada. The forums enable students, educators, and academic researchers to play meaningful roles in articulating the policy's priorities, ambition, and depth of vision. The national policy initiative – to which these CAFÉs contribute – is jointly led by the Canadian Architectural Licensing Authorities (CALA), the RAIC, and Canadian Council of University Schools of Architecture (CCUSA).

The CAFÉs are ensuring that students and educators have a voice in the conversation. The CAFÉs, spearheaded by Lisa Landrum, have taken place at Dalhousie University on October 6, 2019, at the Université de Montréal on November 11, 2019, Ryerson on February 6, 2020, and Calgary on March 12, 2020. "Café Prairie" took place at the University of Manitoba on February 28, 2020. Both Jason Robbins and I were in attendance and are looking forward to further conclusions of the forums. More information, including summaries and photos of recent events and resources are available online: <https://architecturecanada.ca/>

Building Equity in Architecture Prairies (BEAP)

BEAP promotes equity and diversity in the city building professions and held its first full symposium titled, "City Building for All: Working Towards Equity in Design and Urbanism", in Winnipeg on March 6-7, 2020. The program included city builders from across the prairies, as well as a keynote presentation by Monica Adair, award winning architect and Executive Director of BEA Atlantic, and a presentation on unconscious bias by Loreli Buenaventura, Head of Diversity & Inclusion for HSBC Canada and an associate with the Canadian Centre for Diversity and Inclusion (CCDI). The sold out event was a great success, and the RAIC continues to support BEAP through sponsorships, networking opportunities, and event attendance. As a member of the BEAP Advisory Committee, I look forward to further collaborations, events, and programs.

RAIC Regional Chapters

Over the next while the RAIC National Board, along with the RAIC staff, will be conducting strategic planning sessions to redefine and further focus its vision for the future. As part of the strategic sessions and forums that will be taking place over the coming months, RAIC will also continue the process of reinvigorating its local chapters. The chapters will serve the advocacy, educational, and networking needs of the regional architectural profession. RAIC members will automatically become a member of their regional chapter and no additional membership will be charged.

Last, but certainly not least, the RAIC is preparing bylaw changes that are coming to a vote at the next AGM. On the initiative of Jason Robbins, these changes would then make it possible for us to work towards separating Manitoba and Saskatchewan into their own regions for better representation of each province and its professionals. We are excited by the new possibilities this initiative would provide and will be sure to provide further information as it becomes available.

Thank you again for the opportunity to serve as your representative. I look forward to working with, and for, you!

MINUTES OF THE 2019 ANNUAL
GENERAL MEETING OF THE
SASKATCHEWAN ASSOCIATION OF
ARCHITECTS

Saturday, May 4, 2019
DoubleTree by Hilton Hotel & Conference Centre
Regina, Saskatchewan

MEETING ATTENDEES

Layne Arthur	Dylan Elliott	Derek Kindrachuk	Charles Olfert	Maurice Soulodre
Kirk Banadyga	Theodore Engel	Heney Klypak	Brad Pickard	Alton Tangedal
Bertrand Bartake	Bernie Flaman	Paul Koopman	Rory Picklyk	Jocelyn Tanner
Paul Blaser	Ray Gosselin	Andre Kroeger	Raymond Plosker	Colin Tennent
Lilia Buza	Keith Henry	Lori McGillivray Moroz	Laura Plosz	Rob Tomiyama
Tammi Denby	April Hiebert	Grant McKercher	Daniel Reeves	Lyle Wiebe
Alan Downing	Harry Jedlic	Frank Moore	Dorian Resener	Ken Wilson
Allan Duddridge	Jeff Jurzyniec	Wes Moore	Chris Roszell	Yuna Zou
Curtis Dyck	Vanessa Keilback	Thomas Nahachewsky	Luke Ryalls	
David W. Edwards	Patrick Kelly	Bron Nurkowski	Troy Smith	

COUNCIL ATTENDEES

Frank Bojkovsky	Chris Kailing	Olena Pavlyuk	Jim Siemens	James Youck
Kurt Dietrich	Laurie Njaa	Laird Ritchie	Jeanna South	

STAFF ATTENDEES

Whitney Robson
Nathan Cupid

CHAIRPERSON

James Youck, President

1. Call to Order

The 2019 Annual General Meeting was called to order at 1:08 PM with 56 resident, voting SAA members in attendance, including 9 councillors.

James Youck asked for confirmation from SAA administration if quorum has been reached and received an affirmative response from Whitney Robson.

2. President's Welcome

President James Youck welcomed all in attendance and introduced the 2018/2019 SAA Council. Jason Robbins, RAIC Regional Director was introduced as well.

James thanked the Conference Planning Committee for their work. He also gave thanks to SAA administration and specifically gave a special thank you to Whitney Robson, Executive Director.

James called to the membership's attention that the profession is bigger than any single member. He called for increased volunteerism and activity in Council/committees/etc. as regulation requires volunteers.

James reviewed basic parliamentary procedures for the meeting.

3. Acceptance of the Agenda

MOTION: THAT SAA Membership accept the agenda of the 2019 Annual General Meeting of the Saskatchewan Association of Architects.

Moved by: Chris Kailing ► Seconded by: Daniel Reeves ► Carried

4. Acceptance of the Minutes of the 2018 Annual General Meeting

MOTION: THAT SAA Membership accept the minutes of the 2018 Annual General Meeting of the Saskatchewan Association of Architects.

Moved by: Frank Moore ► Seconded by: Wes Moore ► Carried

5. Nominations Committee Report and Introduction of Council Member Nominees

Past President, Jeanna South, reported that there were two positions on Council to be filled, and that three members had let their names be put forward for consideration:

Dylan Elliott, Daniel Reeves, Troy Smith

The first call for nominations from the floor was made.

6. 2018 Financial Statements

Kurt Dietrich indicated that the 2018 Financial Statements were published in the SAA 2018 Annual Report (page 52).

Kurt stated that the SAA is in a solid financial position. The SAA has met its financial commitments to office renovations, the School of Architecture, and SAA Bursary requirements. The SAA is currently in a surplus and investments are market-dependent. The SAA is taking a conservative approach to the next three years and funds are set aside that are needed for the School of Architecture and Bursary commitments.

MOTION: *THAT* SAA Membership accept the 2018 (audited) Financial Statements of the Saskatchewan Association of Architects.

Moved by: Kurt Dietrich ► Seconded by: Jim Siemens ► Carried

James Youck thanked Kurt Dietrich for his efforts as SAA Secretary-Treasurer over the past year.

7. Acceptance of Reports

MOTION: *THAT* SAA Membership accept all reports as printed in the 2018 Annual Report.

Moved by: Rory Picklyk ► Seconded by: Dave W. Edwards

James asked membership if they had any questions about the reports published in the 2018 SAA Annual Report.

Discussion:

- Paul Blaser expressed concern that the operating budget is not being brought to the SAA AGM for membership approval. He questioned the usefulness of a budget if it is not being brought forward to membership, as membership will not know if what is being budgeted for is being used as it has been called for.
- Whitney Robson iterated that SAA legal counsel has advised that SAA Council, as a body elected by membership, approve and implement a budget, rather than the membership as a whole. The operating budget is printed in the annual report for member's review and comment.
- Jeanna South noted that the reason for the development of the three-year projection budget (published in the annual report) was so that members could see where Council was projecting income and expenditure to be at. This is the forum to discuss it.
- Grant McKercher indicated that he understood the advice of SAA legal counsel that the membership "can delegate the budget to Council but does not have to". He stated that the standard of delegating it to Council continues.
- Whitney Robson noted that giving the annual budget to membership in May (at the AGM) gives a false sense of input (already into the second quarter of the fiscal year).
- Kurt stated that all budget-specific questions should be brought forward at the AGM or to Council. The SAA's budget strategy is to be transparent and efficient. Major expenditures are not planned without membership's input (the three-year projection budget was developed to assist here).
- James called for any specific budget concerns.
- Troy Smith suggested that the budget and the actuals could appear side by side in the annual report. Administration committed to ensuring this was done for next year.
- Bernie Flaman had a question about travel expenditures, specifically, where these are located in the budget. It was indicated that CALA travel falls under "CALA Meetings" and Council travel under "Council Meetings". Kurt

and James indicated that there was lower spending on travel this year. They also added that the SAA is now using the federal government standards/guidelines for travel expenditures.

- Andre Kroeger noted that Prompt Payment legislation will be coming into effect soon, and that it poses a significant risk to the profession. He expressed concern that it could further exasperate poor building practices by contractors, etc. Andre questioned if the SAA/SAA Council is preparing anything for when this is enacted.
- James reported that while the SAA does not support the legislation, the association has been represented on the Saskatchewan Construction Association committee to discuss Prompt Payment (rep: Daniel Reeves). Until it is known what the legislation looks like, it will be difficult to prepare for it. SAA and Council has not supported Prompt Payment but has been involved to stay on top of changes.
- Daniel Reeves replied that the legislation has moved very quickly. Similar legislation has been implemented in Ontario. Those involved are still trying to understand the legislation and get full clarity on what it will look like. Membership is encouraged to educate themselves on the draft legislation.
- Paul Blaser questioned if insurance providers have been engaged regarding Prompt Payment.
- James replied that he cannot speak for all insurers but can imagine that they are aware of it. He made a call to the membership as practitioners and business owners to be in touch with their insurer and to learn what they can.
- Bernie Flaman observed that the Municipal Heritage Advisory Committee (MHAC) – Regina is currently suspended. He questioned if the SAA has expressed any displeasure at this committee being inactive. He will send an email to Council regarding the MHAC – Regina, as committees such as this are where architects are visible.
- Jim Siemens noted a typo in the Municipal Heritage Advisory Committee (MHAC) – Saskatoon report on page 29 of the annual report.
 - ▶ Carried

8. Bylaw Amendments

Jim Siemens and Olena Pavlyuk presented the 2019 proposed SAA bylaw amendment on behalf of the SAA Practice Committee.

2019 PROPOSED BYLAW AMENDMENT

MOTION: *THAT* SAA Membership approve the proposed amendment to Bylaw 21, as printed in the 2018 Annual Report. ▶ Moved by: Paul Blaser ▶ Seconded by: Daniel Reeves ▶ Carried

James instructed that regulatory bylaw amendments require submission to and approval by the Ministry of Central Services (as per Section 16 of the Act) prior to coming into effect. The SAA will advise members when this amendment has been approved.

9. Election of Council Members

The call for nominations from the floor was made twice more.

MOTION: *THAT* the nominations for SAA Council cease.

Moved by: Colin Tennent ▶ Seconded by: Ken Wilson ▶ Carried

The three nominees each addressed membership:

Dylan Elliott

Daniel Reeves

Troy Smith

Jason Robbins (RAIC) and Nathan Cupid were appointed as scrutineers.

–Vote and Coffee Break –

ANNOUNCEMENT OF ELECTION RESULTS

Congratulations to two new SAA Councillors:

Dylan Elliott

Troy Smith

James thanked the new Council members for their commitment to Council.

MOTION: *THAT* the ballots of the 2019 SAA Council election be destroyed.

Moved by: Daniel Reeves ► Seconded by: Troy Smith ► Carried

10. Appointment of Accountants for the Year Ending December 31, 2019

MOTION: *THAT* Ernst & Young LLP be appointed to perform the unaudited financial review for the year ending December 31, 2019.

Moved by: Frank Bojkovsky ► Seconded by: Kurt Dietrich

Discussion:

- Jason Robbins (RAIC) asked for how long Ernst & Young LLP had been the auditors for the SAA, to which Whitney responded that they had been for at least fifteen years. Jason noted that the RAIC had previously used the same auditors for twenty years and had started running into problems. He suggested thinking about contracting new auditors who might provide more value through competitive interest. James saw the value in this assessment and pledged to take this discussion forward to Council.

► Carried

11. Other Business

David W. Edwards asked that Council consider the SAA bylaw regarding Council elections and the need to have the number of candidates “plus one”.

Andrew Wallace echoed one of the comments from the morning’s member forum discussion and noted that it is

strategically not a good idea to wait on the University of Saskatchewan regarding the proposed school of architecture. He then put forward the following motion:

MOTION: THAT SAA Council appoint a new school of architecture committee, to explore and recommend to Council next steps to advance the school of architecture initiative, including but not necessarily limited to engagement of a fundraising professional to determine the feasibility of a fundraising campaign.

Moved: Andrew Wallace ► Seconded: Colin Tennent

Discussion:

- Bernie Flaman questioned if the timing to move on the School of Architecture was too soon. Bernie asked for thoughts about waiting to see what happens in this regard.
- Andrew Wallace iterated that waiting on the University of Saskatchewan probably means nothing will happen.
- Chris Kailing brought forward the question of what would be the harm in having a committee dedicated to this. As some work has already been done on the School of Architecture, the SAA should keep going with it.
- Layne Arthur noted that there is some history in paying into special projects through member annual fees. Layne expressed concern that the project has stalled out and that it simply will not move along quickly enough.
- Troy Smith brought forward discussions he had with David Fortin regarding the opening of the McEwen School of Architecture at Laurentian University, specifically that it is not useful to sit around and wait. Fundraising is critical to the longevity of the project.
- Grant McKercher agreed with earlier assessments that the SAA does need to continue this project in some capacity. A committee dedicated to the School of Architecture could discuss next steps.
- Ray Gosselin brought forward a story from a developer in New Zealand who created a scenario to take initiative. By taking initiative, the government jumped into and assisted the project.
- Dave W. Edwards stated that, thinking nationally, it would be important to move quickly on the School of Architecture. There are other similar initiatives happening nationally, so this will need to be done in Saskatchewan with haste.

► Carried

12. Announcements

Council to have first meeting immediately after adjournment.

Champagne Reception at 6 PM & President's Dinner at 7 PM.

Members were reminded to sign in for their Con Ed hours if they have not already done so.

13. Adjournment

Motion for adjournment: Derek Kindrachuk

The 2019 SAA AGM was declared adjourned at 2:30 PM.

APPENDIX TO 2019 SAA AGM MINUTES

2019 SAA Bylaw Amendment

SAA 2019 Bylaw Amendment

Strikethrough = Deletion

Bold = Addition

A **ADMINISTRATIVE BYLAW** - Amendments come into force immediately upon being passed by SAA Council and are subsequently ratified by membership. These amendments must be filed with the Director of Corporations.

R **REGULATORY BYLAW** - Amendments come into force once they have been received and accepted by the Minister of Central Services and published in *The Saskatchewan Gazette*.

Existing	Amendment
<p>Bylaw 21 – Calculation of Fees by Time and Expense</p> <p>As an alternative to the percentage of the cost of the work, the fees to be charged shall be based on the time and expenses expended, according to the records of the architect. It is suggested that the baseline rate for such charges as of February 1, 2018 be not less than \$173 per hour, plus approximately 5% per full year of the architect's post-registration experience, to a maximum of \$266. It is understood that this suggested hourly rate shall be indexed to the Statistics Canada Consumer Price Index for Saskatchewan for each calendar year for the personal service of the architect plus disbursements and salaried costs at 3.0 times the payroll. It is further understood that annual indexing adjustments shall be implemented on February 1 of the year following, or as soon as is practically possible. "Payroll" includes the salary of the architect's personnel engaged on the project, plus the architect's cost of mandatory and customary contributions and benefits related thereto, which include all contributions made with respect to Workers' Compensation, Employment Insurance, Canada Pension and all other statutory benefits and shall include sick leave, holidays, vacations, pensions and the like. "Disbursements" include the design and general review of all engineering services including structural, mechanical, electrical and the like. Where an architect is consulted with regard to matters of which he/she has special knowledge and experience the suggested rate for such consultation is 1.25 times the calculated fee rate.</p>	<p>Bylaw 21 – Calculation of Fees by Time and Expense</p> <p>As an alternative to calculating fees for professional services rendered to a client as a percentage of the cost of the work, the suggested fees to be charged shall be based on the time and expenses expended, according to the records of the architect:</p> <ol style="list-style-type: none"> 1. The baseline hourly rate for an architect's time shall be set by the council annually using the baseline rate for the preceding calendar year plus an indexing adjustment based on the Statistics Canada Consumer Price Index for Saskatchewan for the preceding year, and an architect's hourly rate for time shall be calculated as the baseline rate plus approximately 5% per full year of post-registration experience. 2. It is suggested that where an architect is consulted with regard to matters of which he/she has special knowledge and experience, the hourly rate for the architect's time for such consultation should be 1.25 times the hourly rate in .1, above. 3. It is suggested that the architect's expenses shall include salaried costs at 3.0 times the payroll plus the cost of disbursements, where: <ol style="list-style-type: none"> a) "payroll" includes the salaries of the architect's personnel engaged on the project, plus the architect's cost of mandatory and customary contributions and benefits related thereto, including all contributions made with respect to Workers' Compensation, Employment Insurance, Canada Pension and all other statutory benefits and shall include sick leave, holidays, vacations, pensions and the like.

The below text displays the existing bylaw with strikethroughs and bolding to display what has been deleted and what has been added.

Strikethrough = Deletion

Bold = Addition

<p>Bylaw 21 – Calculation of Fees by Time and Expense</p> <p>As an alternative to calculating fees for professional services rendered to a client as a percentage of the cost of the work, the suggested fees to be charged shall be based on the time and expenses expended, according to the records of the architect::</p> <ol style="list-style-type: none"> 1. It is suggested that the hourly rate for an architect's time shall be set by the council annually using the baseline rate for the preceding calendar year plus an indexing adjustment based on such charges as of February 1, 2018 be not less than \$173 per hour, plus approximately 5% per full year of the architect's post-registration experience, to a maximum of \$266. It is understood that this suggested hourly rate shall be indexed to the Statistics Canada Consumer Price Index for Saskatchewan for each calendar year the preceding year, and an architect's hourly rate for time shall be calculated as the baseline rate plus approximately 5% per full year of post-registration experience. 2. It is suggested that (moved) where an architect is consulted with regard to matters of which he/she has special knowledge and experience, the suggested hourly rate for such the architect's time for such consultation is should be 1.25 times the calculated fee hourly rate in .1, above. 3. It is suggested that the architect's expenses shall include for the personal service of the architect plus disbursements and salaried costs at 3.0 times the payroll. It is further understood that annual indexing adjustments shall be implemented on February 1 of the year following, or as soon as is practically possible. plus the cost of disbursements, where: <ol style="list-style-type: none"> a) "Payroll" includes the salaries ies of the architect's personnel engaged on the project, plus the architect's cost of mandatory and customary contributions and benefits related thereto, which include eing all contributions made with respect to Workers' Compensation, Employment Insurance, Canada Pension and all other statutory benefits and shall include sick leave, holidays, vacations, pensions and the like. "Disbursements" include the design and general review of all engineering services including structural, mechanical, electrical and the like.

2019 FINANCIAL STATEMENTS

Saskatchewan Association of Architects

Financial statements
Unaudited - See independent practitioner's review
engagement report
December 31, 2019

Independent practitioner's review engagement report

To the Directors of
Saskatchewan Association of Architects

We have reviewed the accompanying financial statements of **Saskatchewan Association of Architects** that comprise the statement of financial position as at December 31, 2019, 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.

Practitioner's responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of **Saskatchewan Association of Architects** as at December 31, 2019, 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.

Saskatoon, Canada
March 27, 2020

Ernst & Young LLP

Chartered Professional Accountants



A member firm of Ernst & Young Global Limited

Saskatchewan Association of Architects

Statement of financial position

As at December 31

Unaudited - See independent practitioner's review engagement report

	<u>2019</u>	<u>2018</u>
	\$	\$
Assets		
Current		
Cash	522,083	298,418
Short-term investments, fair value - unrestricted [note 3]	37,670	97,594
Short-term investments, fair value - internally restricted for the School of Architecture [note 3]	209,084	136,324
Short-term investments, fair value - internally restricted for Bursary	84,120	84,120
Accounts receivable	1,141	1,000
Total current assets	854,098	617,456
Long-term investments, unrestricted [note 4]	223,977	217,724
Capital assets [note 5]	11,577	32,596
	1,089,652	867,776
Liabilities and net assets		
Current		
Accounts payable and accrued liabilities [note 6]	38,633	31,009
GST payable	2,116	814
Deferred contributions [note 7]	209,084	136,324
Total liabilities	249,833	168,147
Commitments [note 8]		
Net assets		
Invested in capital assets	11,577	32,596
Unrestricted net assets	744,122	582,913
Internally restricted net assets	84,120	84,120
Total net assets	839,819	699,629
	1,089,652	867,776

See accompanying notes

On behalf of the Board



 President

Kurt Dietrich Digitally signed by Kurt Dietrich
 DN: cn=Kurt Dietrich, o=Saskatchewan Association of Architects,
 ou=Secretary-Treasurer, email=kd@skaa.ca, c=CA
 Date: 2020.05.04 15:10:25 -0800

 Secretary -Treasurer

Saskatchewan Association of Architects

Statement of operations

Year ended December 31

Unaudited - See independent practitioner's review
engagement report

	2019	2018
	\$	\$
Revenue		
Application and annual fees	524,375	532,675
Conference revenue	61,458	68,303
Investment income <i>[note 9]</i>	19,088	6,474
Reinstatements and penalties	7,125	23,900
Business revenue	5,290	3,910
Other registration and licensing revenue	1,200	2,800
Special levy [School of Architecture Levy] <i>[note 7]</i>	-	23,867
	618,536	661,929
Expenses		
Annual sponsorship and memberships	4,110	2,787
Bank and credit card fees	12,129	9,102
Bursary	10,709	30,123
CALA assessments	23,945	12,488
CALA meetings	12,185	6,996
Conference expenses	50,139	57,497
Council and committee expenses	16,679	15,881
Membership expenses	5,080	6,049
Office expenses	22,780	13,960
Other expenses	3,413	3,336
Professional fees	60,214	42,549
Rent and utilities	38,759	38,625
Salaries and employee benefits	194,571	204,287
School of Architecture expenses	-	23,867
Special projects and website	12	2,029
	454,725	469,576
Excess of revenue over expenses	163,811	192,353
Amortization	(23,621)	(42,833)
Excess of revenue over expenses for the year	140,190	149,520

See accompanying notes

Saskatchewan Association of Architects

Statement of changes in net assets

Year ended December 31

Unaudited - See independent practitioner's review engagement report

	2019					
	Balance, beginning of year \$	Excess of revenue over expenses for the year \$	Purchase of capital assets \$	Amortization \$	Amounts internally restricted \$	Balance, end of year \$
Invested in capital assets	32,596	-	2,602	(23,621)	-	11,577
Unrestricted	582,913	140,190	(2,602)	23,621	-	744,122
Internally restricted	84,120	-	-	-	-	84,120
	699,629	140,190	-	-	-	839,819

	2018					
	Balance, beginning of year \$	Excess of revenue over expenses for the year \$	Purchase of capital assets \$	Amortization \$	Amounts internally restricted \$	Balance, end of year \$
Invested in capital assets	71,276	-	4,153	(42,833)	-	32,596
Unrestricted	394,713	149,520	(4,153)	42,833	-	582,913
Internally restricted	84,120	-	-	-	-	84,120
	550,109	149,520	-	-	-	699,629

See accompanying notes

Saskatchewan Association of Architects

Statement of cash flows

Year ended December 31

Unaudited - See independent practitioner's review
engagement report

	<u>2019</u>	<u>2018</u>
	\$	\$
Operating activities		
Excess of revenue over expenses for the year	140,190	149,520
Add (deduct) items not involving cash		
Amortization	23,621	42,833
Unrealized (gain) loss on investments	(10,677)	1,064
Net change in non-cash working capital balances		
Accounts receivable	(141)	3,534
GST receivable	1,302	4,226
Accounts payable and accrued liabilities	7,624	(1,012)
Deferred contributions	72,760	50,593
Cash provided by operating activities	<u>234,679</u>	<u>250,758</u>
Investing activities		
Purchase of capital assets	(2,602)	(4,153)
Purchase of investments	(8,412)	(7,538)
Cash used in investing activities	<u>(11,014)</u>	<u>(11,691)</u>
Net increase in cash during the year	223,665	239,067
Cash, beginning of year	<u>298,418</u>	<u>59,351</u>
Cash, end of year	<u>522,083</u>	<u>298,418</u>

See accompanying notes

Saskatchewan Association of Architects

Notes to financial statements

December 31, 2019

Unaudited - See independent practitioner's review
engagement report

1. Nature of organization

Saskatchewan Association of Architects [the "Association"] operates under the guidelines of *The Architects Act, 1996* and is mandated to ensure the protection of the public interest and to regulate and advance the profession of architecture in the province of Saskatchewan. The Association qualifies as a tax exempt entity from income taxes under section 149 of the *Income Tax Act*.

2. Summary of significant accounting policies

These financial statements are prepared in accordance with Part III of the *Chartered Professional Accountants of Canada ("CPA") Handbook - Accounting Standards for Not-for-Profit Organizations*, which sets out generally accepted accounting principles for not-for-profit organizations in Canada and includes the significant accounting policies summarized below.

Financial instruments

Equity instruments quoted in an active market are recorded at fair value. Fixed income instruments are initially recorded at fair value and subsequently recorded at amortized cost. Transactions are recorded on a trade date basis and transaction costs are expensed as incurred.

Other financial instruments, including cash, accounts receivable, accounts payable and accrued liabilities and GST payable are initially recorded at their fair value and are subsequently measured at amortized cost, net of any provisions for impairment.

Capital assets

Capital assets are recorded at cost, less accumulated amortization. The Association provides for amortization using the following methods at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates and methods are as follows:

Equipment	20% - 55% Declining balance
Leasehold improvements	Straight-line over the term of the lease

Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions, which consist of the School of Architecture Levy, are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable when the amount to be received can be reasonably estimated and collection is reasonably assured.

Application and annual fees are set by the Council and are recognized as revenue over the period to which they relate.

Conference revenue is recognized when the event is held.

Reinstatements and penalties, business revenue, other income, and other registration and licensing revenues are recognized in the period earned.

Investment income, which consists of interest, mutual fund distributions, and realized and unrealized gains and losses, is recorded in the statement of operations when earned.

Saskatchewan Association of Architects

Notes to financial statements

December 31, 2019

Unaudited - See independent practitioner's review engagement report

2. Summary of significant accounting policies [continued]

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant.

3. Short-term investments

Short-term investments - unrestricted

	2019 \$	2018 \$
Money market funds	19,870	16,383
Mutual funds	17,800	81,211
	<u>37,670</u>	<u>97,594</u>

Short-term investments - internally restricted

Restricted short-term investments consist of money market funds and guaranteed investment certificates that mature in less than one year and have a weighted average interest rate of 2.38%.

4. Long-term investments, unrestricted

Long-term investments consist of guaranteed investment certificates that mature in more than one year and have a weighted average interest rate of 2.23%.

5. Capital assets

	2019		2018	
	Cost \$	Accumulated amortization \$	Net book value \$	Net book value \$
Equipment	60,893	51,450	9,443	12,927
Leasehold improvements	198,246	196,112	2,134	19,669
	<u>259,139</u>	<u>247,562</u>	<u>11,577</u>	<u>32,596</u>

6. Accounts payable and accrued liabilities

Included in accounts payable and accrued liabilities is \$13,623 [2018 - \$4,043] of government remittances payable.

Saskatchewan Association of Architects

Notes to financial statements

December 31, 2019

Unaudited - See independent practitioner's review engagement report

7. Deferred contributions

Deferred contributions primarily consists of contributions that were received for the purpose of establishing a school of architecture at the University of Saskatchewan in future years.

	2019	2018
	\$	\$
Balance, beginning of year	136,324	85,731
Amounts received during the year	72,760	74,460
Amounts recognized as revenue during the year	-	(23,867)
Balance, end of year	209,084	136,324

8. Commitments

The Association has committed to support activities undertaken to progress the development of the proposed school of architecture at the University of Saskatchewan in the amount of \$116,438.

The Association's total lease commitments over five years are as follows:

	\$
2020	39,312
2021	39,312
2022	39,312
2023	41,292
2024	41,292
Subsequent years	125,856
	<u>326,376</u>

9. Investment income

	2019	2018
	\$	\$
Interest	4,228	4,435
Mutual fund distributions	4,183	3,103
Unrealized gain (loss) on investments	10,677	(1,064)
	19,088	6,474

10. Financial instruments

Interest rate risk

The Association is exposed to interest rate risk with respect to its investments in fixed income investments and money market and mutual funds that hold fixed income securities.

Price risk

The Association is exposed to price risk through changes in market prices [other than changes arising from interest rate] in connection with its investments in mutual funds.

2020 SAA BYLAW AMENDMENT

SAA 2020 Bylaw Amendments

A ADMINISTRATIVE BYLAW - Amendments come into force immediately upon being passed by SAA Council and are subsequently ratified by membership. These amendments must be filed with the Director of Corporations.

R REGULATORY BYLAW - Amendments come into force once they have been received and accepted by the Minister of Central Services and published in *The Saskatchewan Gazette*.

A ADMINISTRATIVE BYLAW	
Existing	Amendment
<p>4.01 The Association shall hold an annual general meeting at such time as the council may appoint, and at such place as may be determined by the previous annual general meeting or a previous general meeting, or in default, as may be determined by the council.</p> <p>4.02 Special general meetings of the Association may be called at any time by the council and it shall be the duty of the council to call the same upon a request in writing signed by at least ten (10) members or life members.</p>	<p>4.01 The Association shall hold an annual general meeting at such time as the council may appoint. The annual general meeting may be held in person or via videoconference, audioconference, or other electronic means. The mode and location of the annual general meeting may be determined by the previous annual general meeting, a previous general meeting, or may be determined by the council.</p> <p>4.02 Special general meetings of the Association may be called at any time by the council and it shall be the duty of the council to call the same upon a request in writing signed by at least ten (10) members or life members. A special general meeting may be held in person or via videoconference, audioconference, or other electronic means. The mode and location of a special general meeting may be determined by the council.</p>

SAA 2020 Bylaw Amendments

A ADMINISTRATIVE BYLAW - Amendments come into force immediately upon being passed by SAA Council and are subsequently ratified by membership. These amendments must be filed with the Director of Corporations.

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R REGULATORY BYLAW	
Existing	Amendment
<p>Bylaw 21 – Calculation of Fees by Time and Expense</p> <p>As an alternative to the percentage of the cost of the work, the fees to be charged shall be based on the time and expenses expended, according to the records of the architect. It is suggested that the baseline rate for such charges as of February 1, 2018 be not less than \$173 per hour, plus approximately 5% per full year of the architect’s post-registration experience, to a maximum of \$266. It is understood that this suggested hourly rate shall be indexed to the Statistics Canada Consumer Price Index for Saskatchewan for each calendar year for the personal service of the architect plus disbursements and salaried costs at 3.0 times the payroll. It is further understood that annual indexing adjustments shall be implemented on February 1 of the year following, or as soon as is practically possible. “Payroll” includes the salary of the architect’s personnel engaged on the project, plus the architect’s cost of mandatory and customary contributions and benefits related thereto, which include all contributions made with respect to Workers’ Compensation, Employment Insurance, Canada Pension and all other statutory benefits and shall include sick leave, holidays, vacations, pensions and the like. “Disbursements” include the design and general review of all engineering services including structural, mechanical, electrical and the like. Where an architect is consulted with regard to matters of which he/she has special knowledge and experience the suggested rate for such consultation is 1.25 times the calculated fee rate.</p>	<p>Bylaw 21 – Calculation of Fees by Time and Expense</p> <p>As an alternative to calculating fees for professional services rendered to a client as a percentage of the cost of the work, the suggested fees to be charged shall be based on the time and expenses expended, according to the records of the architect:</p> <p>.1 The baseline hourly rate for an architect’s time shall be set by the council annually using the baseline rate for the preceding calendar year plus an indexing adjustment based on the Statistics Canada Consumer Price Index for Saskatchewan for the preceding year, and an architect’s hourly rate for time shall be calculated as the baseline rate plus approximately 5% per full year of post-registration experience.</p> <p>.2 It is suggested that where an architect is consulted with regard to matters of which he/she has special knowledge and experience, the hourly rate for the architect’s time for such consultation should be 1.25 times the hourly rate in .1, above.</p> <p>.3 It is suggested that the architect’s expenses shall include salaried costs at 3.0 times the payroll plus the cost of disbursements, where:</p> <p style="padding-left: 20px;">a) “payroll” includes the salaries of the architect’s personnel engaged on the project, plus the architect’s cost of mandatory and customary contributions and benefits related thereto, including all contributions made with respect to Workers’ Compensation, Employment Insurance, Canada Pension and all other statutory benefits and shall include sick leave, holidays, vacations, pensions and the like.</p>

The below text displays the existing bylaw with strikethroughs and bolding to display what has been deleted and what has been added.

~~Strikethrough~~ = Deletion

Bold = Addition

Bylaw 21 – Calculation of Fees by Time and Expense

As an alternative to ~~calculating fees for professional services rendered to a client as a~~ the percentage of the cost of the work, the **suggested** fees to be charged shall be based on the time and expenses expended, according to the records of the architect:

.1 It is suggested that ~~the~~ the baseline hourly rate for an architect's time shall be set by the council annually using the baseline rate for the preceding calendar year plus an indexing adjustment based on such charges as of February 1, 2018 be not less than \$173 per hour, plus approximately 5% per full year of the architect's post-registration experience, to a maximum of \$266. It is understood that this suggested hourly rate shall be indexed to the Statistics Canada Consumer Price Index for Saskatchewan for ~~each calendar~~ **the preceding year, and an architect's hourly rate for time shall be calculated as the baseline rate plus approximately 5% per full year of post-registration experience.**

.2 It is suggested that (moved) ~~where~~ where an architect is consulted with regard to matters of which he/she has special knowledge and experience, the suggested hourly rate for such the architect's time for such consultation is should be 1.25 times the ~~calculated fee~~ **hourly rate in .1, above.**

.3 It is suggested that the architect's expenses shall include for the personal service of the architect plus disbursements and salaried costs at 3.0 times the payroll. It is further understood that annual indexing adjustments shall be implemented on February 1 of the year following, or as soon as is ~~practically possible.~~ **plus the cost of disbursements, where:**

a) "Ppayroll" includes the salaries of the architect's personnel engaged on the project, plus the architect's cost of mandatory and customary contributions and benefits related thereto, ~~which include~~ **being** all contributions made with respect to Workers' Compensation, Employment Insurance, Canada Pension and all other statutory benefits and shall include sick leave, holidays, vacations, pensions and the like. ~~"Disbursements" include the design and general review of all engineering services including structural, mechanical, electrical and the like.~~

A note to membership regarding the amendment to Bylaw 21:

This proposed amendment to Bylaw 21 is the same as that which was approved by the SAA Membership at the 2019 AGM. Following the AGM, this bylaw amendment was submitted to the Ministry of Central Services for their approval, as per the protocol outline in The Architects Act, 1996. The Ministry had some questions regarding the wording of the amendment at that time and the revised language was not accepted. Subsequently, after much conversation with the Ministry of Central Services and SAA legal counsel regarding the wording of the bylaw and the publication of the rates, it was concluded that the wording could stay as is, and the rates would be published on the SAA website (this is the SAA's current and past practice). Because of the Ministry's submission requirements, the bylaw amendment must be approved by the Ministry within 90 days of the SAA's submission (which must be made within 30 days of membership's approval). At this time, we ask that membership approve this amendment. As a reminder – the original impetus for this bylaw alteration was to eliminate the need to submit changes here annually. This approval should result in the SAA not having to amend the bylaw on an annual basis.

