

**OACA BOARD OF DIRECTORS  
MEETING MINUTES**

**DATE & TIME:** Monday November 15, 2021 - 6:00 p.m.

**LOCATION:** Conference Call (Microsoft Team)

**PRESENT:** Sean Kenney - President  
Tonia Bennett - Vice President  
Mark Hacon - Treasurer  
Kathy Lessard - Acting Secretary  
Christine Vigneault

**REGRETS:** Denise Rundle  
Ian Clendening  
Trista DiLullo

1. The meeting was scheduled to discuss the contract with AMCTO, as to the delivery of the Primer on Planning Course, and the draft letter to the Minister of Municipal Affairs & Housing as to Bill #13.

A) Contract with AMCTO:

The Board discussed some of the concerns in the proposed contract with AMCTO such as the new marking platform and the extra time that may be involved in this, limit the number of students to the course, AMCTO contribution to yearly upgrade of course material, renewal of contract and should be included in our governing documents, additional clause that in the event upgrade exceeds \$5,000 we should reserve the right to renegotiate.

THAT OACA approve the AMCTO contract, as discussed.

Moved by: Mark Hacon  
Seconded by: Sean Kenney

CARRIED

B) OACA letter regarding Bill #13:

The Board reviewed and discussed the draft letter to the Hon. Steve Cark, Minister of Municipal Affairs & Housing, as to Bill #13. Some of the concerns expressed were that the delegated employee for approvals may not be able to render impartial and unbiased decisions, appropriateness for employee to attend appeals and provide evidence and the provision of new discretionary authority to delegate planning decisions. The Board does not have concerns if the delegated decisions are for technical or administrative minor zoning amendments that do not require hearings and will revise the draft letter accordingly and submit to the Minister for consideration.

2. Adjourned at 7:10 p.m.

*S. Kenney*  
President

*K. Lessard*  
Acting Secretary