



## OACA BOARD OF DIRECTORS MEETING MINUTES

**DATE AND TIME:** Sunday, April 3, 2022

**LOCATION:** Saffron Room, Holiday Inn, Peterborough

**PRESENT:** Sean Kenney – President  
Tonia Bennett – Vice President  
Mark Hacon – Treasurer  
Trista Di Lullo – Secretary  
Ian Clendening  
Kathy Lessard  
Denise Rundle  
Christine Vigneault

**REGRETS:** None

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**1. Call to Order**

Vice President Tonia Bennett called the meeting to order at 1:14 p.m.

**2. Approval of Agenda**

That the agenda be approved as circulated.

Moved by: Christine Vigneault

Seconded by: Tonia Bennett

CARRIED

**3. Approval of February 7, 2022 Minutes**

That the minutes of February 7, 2022 be approved as circulated.

Moved by: Mark Hacon

Seconded by: Denise Rundle

CARRIED

**4. Approval of Treasurer's Reports**

That the Treasurer's Reports for January - March 2022 be approved as circulated.

Moved by: Kathy Lessard

Seconded by: Ian Clendening

CARRIED

**5. Committee Reports**

**a) Ontario Housing Affordability Task Force Report and Bill 109**

Christine Vigneault provided an update on the Task Force Report. The Board discussed possible recommendations to the Province, and reviewed the draft letter to the Minister of Municipal Affairs and Housing.

That the Board approve the revised version of the letter to the Minister of Municipal Affairs and Housing regarding OACA's recommendations in response to the Housing Affordability Task Force Report, as discussed.

Moved by: Sean Kenney

Seconded by: Mark Hacon

CARRIED

The Board reviewed Bill 109: The More Homes for Everyone Act, 2022 which is silent regarding Committee of Adjustment. The Board discussed drafting a statement indicating that the Board is reviewing the Bill and will submit comments if necessary.

**b) 2022 Conference Planning**

The Board discussed possible themes (modernization), speakers, hotel capacity, conference schedule and swag. Speakers scheduled for the 2020 conference which was cancelled will be contacted for possible interest in the 2022 conference. It was suggested that keynote speaker focusing on mental health may be an option. Tonia Bennett indicated she would contact the local Mayor and First Nation Chief to provide greetings at the conference, and will contact the local Chamber of Commerce for a possible boat cruise.

**c) Finance and Administration**

Mark Hacon provided an update on membership numbers and the audit.

**d) Education**

Kathy Lessard provided an update on the Primer on Planning (POP) course and indicated that many of the students have received good marks. She indicated that may need to do a call for markers. Trista Di Lullo offered to help with accreditation review. Christine Vigneault reported that updates to the Training videos needs to be completed during the summer. The Board discussed having Susan Votour, who had helped with the previous videos, redo the videos with compensation provided, or seek an alternate provider.

**e) Nominations/Elections**

Kathy Lessard provided an update on the upcoming election, and suggested that nominations open August 1 and close August 31, with voting open for a week and closing on September 23. There are 3 director positions available for the next election.

**f) Governance**

Nothing to report.

**g) Communications**

Trista Di Lullo provided an update on social media engagement regarding recent legislation. The Board determined that a President's Message will be emailed to members shortly with an update on the 2022 conference.

**h) Legislation**

Nothing to report.

**6. Other Business**

The Board was in agreement that volunteers be invited to Board meetings on a quarterly basis.

**7. Adjournment**

That the meeting be adjourned at 4:30 p.m. on April 3, 2022 and reconvened on April 4, 2022.

Moved by: Mark Hacon

Seconded by: Kathy Lessard

CARRIED



## OACA BOARD OF DIRECTORS MEETING MINUTES

**DATE AND TIME:** Monday, April 4, 2022  
(continued from Sunday, April 3, 2022)

**LOCATION:** Saffron Room, Holiday Inn, Peterborough

**PRESENT:** Sean Kenney – President  
Tonia Bennett – Vice President  
Mark Hacon – Treasurer  
Trista Di Lullo – Secretary  
Kathy Lessard  
Denise Rundle  
Christine Vigneault

**REGRETS:** Ian Clendening

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- 1. Hotel Meeting Room Inspections with Holiday Inn Management**  
Prior to the start of the meeting, the Board was given a guided tour by the hotel staff of the conference facilities.
- 2. Call to Order**  
President Sean Kenney called the meeting back to order at 10:00 a.m.
- 3. Conference Planning**  
The Board discussed conference rooms, and it was suggested that early bird registration prizes be offered, such as free conference registration or free night's stay. Conference registration to open April 15, with a conference package to be released in July.
- 4. Future Meeting Dates**  
The Board set the following future meeting dates:
  - May 9, 2022 at 5:30 p.m.
  - June 6, 2022 at 5:30 p.m.
  - July 11, 2022 at 5:30 p.m.
  - August 8-9, 2022 (in-person, location to be determined)
- 5. Adjournment**  
That the meeting be adjourned at 11:27 a.m.  
Moved by: Mark Hacon  
Seconded by: Denise Rundle

CARRIED

*S. Kenney*

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S. Kenney, President

*T. Di Lullo*

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T. Di Lullo, Secretary