



OACA BOARD OF DIRECTORS MEETING MINUTES

DATE AND TIME: Monday, July 11, 2022 at 5:30 p.m.

LOCATION: Video Conference (Zoom)

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

REGRETS: Christine Vigneault
Ian Clendening

1. Call to Order

President Sean Kenney called the meeting to order at 5:41 p.m.

2. Approval of Agenda

That the agenda be approved as circulated.

Moved by: Mark Hacon

Seconded by: Denise Rundle

CARRIED

3. Approval of June 6, 2022 Minutes

That the minutes of June 6, 2022 be approved as circulated.

Moved by: Kathy Lessard

Seconded by: Tonia Bennett

CARRIED

4. Approval of Treasurer's Reports

That the Treasurer's Reports for January – June 2022 be approved as circulated.

Moved by: Denise Rundle

Seconded by: Trista Di Lullo

CARRIED

5. Committee Reports

a) Conference Planning

- i. Speaker Update – Trista provided an update on the confirmed workshop speakers. Mark provided an update on the keynote speaker, Diane Wolfe, who will speak about returning to the workplace after the pandemic. There was a discussion about keynote presentation timing and it was determined that a 45 minute to 1 hour presentation following the conference opening would be best.

That OACA enter into a contract with Diane Wolfe to provide a keynote presentation at the 2022 OACA Conference in Peterborough.

Moved by: Tonia Bennett
Seconded by: Trista Di Lullo

CARRIED

- ii. Conference Package – Trista provided an update that the conference package is being drafted and will be released late July/early August. She indicated that there may be an option of making this an online package rather than a print version, so it is easier to make updates.
- iii. General Conference Planning – Mark confirmed that the Thursday night entertainment will be the live band “The Gunslingers”. He also reported that 81 conference registrations have been received so far, with the maximum cap being 130. Denise indicated that Peterborough Committee of Adjustment staff (Jennifer Sawatzky and Ann Hamilton) can help with the registration desk. Tonia indicated that the Peterborough Mayor and indigenous elder will attend, but arrival time, speaking length and stipend need to be confirmed. A \$100 stipend was discussed, along with a \$100 donation to Every Child Matters campaign. Tonia suggested having a volunteer opportunities table at the conference beside the registration desk.
- iv. 2023 Seminar Location – Mark indicated that he is working towards getting a contract signed with the Holiday Inn Toronto International Airport for the 2023 Seminar. This location will be the site of the next meeting in order to provide Board members with a tour of the venue.

b) Communications

Mark indicated that the OACA website will be down July 21-25, 2022 for maintenance. Trista provided a reminder about the upcoming deadline for content for the Annual Report.

c) Finance and Administration

Mark provided an update on the OACA website server change.

d) Education

- i. Committee of Adjustment Video Series – Sean indicated that a contract is now signed for updates to the video series. There was a discussion about advertising available training opportunities at the conference such as the video series.
- ii. Call for Markers – Denise provided an update that 1 to 2 additional markers are needed, as currently there are only 4. She indicated that positive feedback was received from students from the last term of the Primer on Planning course.
- iii. Accreditation Approval – Trista provided an update on the review of the latest ACST accreditation submissions. There was a discussion about how to efficiently review these submissions and if Board approval is required. That the Board authorizes the ACST Review Team to grant ACST designations to candidates that successfully meet the accreditation approval requirements.

Moved by: Sean Kenney
Seconded by: Mark Hacon

CARRIED

- iv. Accreditation Term – It was agreed that this item will be brought forward to the next meeting.

e) Nominations/Election

- i. 2022 Nomination Period – Kathy Lessard provided an update on the upcoming nomination period, which will run from August 1 to 31, 2022. Online voting will occur from September 16-23, 2022.

f) Governance

Nothing to report.

g) Legislation

Nothing to report.

6. Other Business

Sean provided an update on the AMO conference in August which he will be representing OACA as part of a panel discussion regarding Bill 109. He indicated that he would emphasize OACA training opportunities during the AMO Conference.

7. Future Meeting Date

Next meeting is August 8-9, 2022 at the Holiday Inn Toronto International Airport.

8. Adjournment

Moved by: Kathy Lessard
Seconded by: Denise Rundle

CARRIED

The meeting was adjourned at 6:38 p.m.

S. Kenney
S. Kenney, President

T. Di Lullo
T. Di Lullo, Secretary