



Ontario Association of  
**Landscape Architects**

March 24, 2021

A component organization of the  
Canadian Society of Landscape Architects

Dear Voting Members of the Ontario Association of Landscape Architects:

## **NOTICE OF ANNUAL GENERAL MEETING**

**Members of the Ontario Association of Landscape Architects are hereby notified of the:**

**2021 OALA Annual General Meeting  
10:00 a.m. – 12:00 p.m. Thursday, April 22, 2021  
VIRTUAL MEETING ONLINE**

On March 25th GetQuorum will be sending an e-mail to all members with meeting access information.

**Please pay special attention to information coming from the email address: [notices@getquorum.com](mailto:notices@getquorum.com)**

**GetQuorum Webcast:** Members will receive a private link to the meeting the moment they respond to the RSVP email sent by GetQuorum. Full Members will be given additional credentials to vote, while non-voting members will not. Voting will take place in a separate additional browser/tab.

***Voting members are advised to login at 9:45am on April 22nd.***

### **Proxies Due by April 19th**

If you are unable to participate at the meeting on April 22nd, please follow the instructions in the e-mail from GetQuorum to **submit your electronic proxy directly to the meeting host service**. Kindly assign your proxy to a member who you know is attending the meeting or to the President or a Councillor. Please follow the GetQuorum proxy instructions no later than **12:00 p.m. on Monday, April 19, 2021. Due to the online nature of this year's meeting we must receive the proxies at least three business days prior to the AGM. For efficiency and accurate vote quorum and count, new proxies will not be accepted after April 19th.**

### **Agenda and Documents Available on Website**

The Agenda and Documents are now available on the OALA website in the Members' Area (Annual General Meeting tab) and available at this link: <https://www.oala.ca/news/2021-annual-general-meeting/>. The Agenda includes the standard items (as itemized in Section 7.2 of the Association's General By-laws): tabling of the 2020 Annual Report, presentation of the Treasurer's report for 2020, Officer reports, voting on a recommendation pertaining to a revised OALA Code of Ethics, as well as a recommendation for the OALA to develop minimum Professional Insurance requirements, tabling of the 2021 budget, fixing of 2022 membership dues and elections to OALA Council.

### **Video Reports to watch prior to AGM**

In order to streamline the meeting members should **watch the pre-recorded presentations posted in the members' area online** from the: President; Treasurer; Chair of Practice Legislation Committee (PLC); Chair of PLC Sub-committee that is recommending a revised OALA Code of Ethics and Professional Conduct, and Chair of Insurance Task Force that is recommending for the OALA to develop minimum Professional Insurance requirements. *At the meeting only brief highlights will be presented and questions answered.* If you have any questions about the information presented in the recordings, please submit them to the OALA by April 15th and we will respond to you directly and include the information in the AGM presentation if appropriate.

Videos will be e-mailed to members and posted in the Members' Area AGM tab by April 8th.

**Promoting, improving and advancing the profession of landscape architecture and maintaining standards of professional practice and conduct consistent with the need to serve and to protect the public interest.**



### **Submit Other Business by April 15th**

To facilitate scheduling of this Agenda and to allow sufficient time for matters which members wish to raise under Other Business to be discussed, please submit in writing to the OALA any item(s) you would like to raise, no later than **5:00 p.m. on Thursday, April 15, 2021.**

### **List of Documents**

**The following items are available on the OALA website (Members' Area, AGM tab) for you to download and review as of Wednesday, March 24th:**

- Notice of AGM
- 2021 AGM Agenda
- Call for Nominations to OALA Council
- 2020 Draft Annual General Meeting Minutes
- 2020 OALA Annual Report, including the Audited Financial Statements
- 2021 Budget
- Recommendation Report to adopt the revised Code of Ethics and Standards of Professional Practice
- Recommendation for the OALA to develop minimum Professional Insurance requirements for applicable OALA Members

**<https://oala.ca/members/annual-general-meeting/>**

If you have difficulties accessing the information online, or would like hardcopies to be mailed to you before April 9th, please contact the OALA office at 416.231.4181 or Juleen Anderson, Coordinator for Communications & Marketing at [coordinator@oala.ca](mailto:coordinator@oala.ca).

**More AGM details, including the *GetQuorum Virtual Meeting Attendee User Guide*, available at <https://www.oala.ca/news/2021-oala-agm/>**