



Minutes - SBOA Annual Members Meeting

Date	Thursday, March 28 2019
Time	10:45 AM
Location	Bella Vista Inn, Humboldt

No.	Item	Attachment	Presented By
1.	Call Meeting to Order By Chris at 10:47 AM		Chair
2.	Approval of Agenda Motion to approve agenda by Darrell Wickenhauser and second by Gary Martens. Carried		Chair
3.	Approval of Minutes Motion to approve the April 12, 2018 Prince Albert AMM meeting minutes by Brian Starkell and second by Justin Charron. Carried Motion to approve the November 6, 2018 Moose Jaw AGM meeting minutes by Michelle Zimmer and second by Murray Richter. Carried.		Chair
4.	Review Action Register and Business Arising from Previous Meeting		Secretary
5.	Correspondence and Notices - Nothing to report		Secretary
6.	President's Report – Verbal ACBOA – information Motion to approve report by Neil Marsh and second by Reg Churko. Carried		President
7.	Vice President's Report – Verbal Invitation to Building Standards for a liaison has been sent – Marvin Meickel has accepted.		Vice President
8.	Financial Report - attached Motion to adopt report by Clayton Meier and second by Herb Marshall. Carried.	Financial Report	Treasurer
9.	Membership Report – Jerry Away		

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	Notice that associate members fees for individual go to \$120 and a group of 5 or more with one firm or corporation to \$600.		
10.	Conference Report – Verbal Next conference in Estevan Nov 6-8th		Conference Chair
11.	Education Report – Report attached. Motion to approve report by Marvin Meickel and second by Justin Charron. Carried.	Report	Education Chair
12.	Certification Report – Revised policy 6.02 Code Qualified to be amended to the 3 rd paragraph 2 nd sentence. Change CBO level are additive to “CBO levels are not additive and candidates are not required to have level 1 to obtain level 2 and level 2 to obtain 3”. New paragraph – “An applicant that holds all CBO 1, 2 and 3 levels may be granted an SRBO designation and Policy 6.02 chart under CBO level 2 - Prerequisites remove “BCQ level 1 and CBO level 1”, and under CBO level 3 – Prerequisites remove “BCQ levels 1 and 2, CBO level 1 and 2 Certification registration is currently free		Certification Chair
13.	Communications Committee Report – Verbal Golf tournament to be on Sept 6 th		Communications Chair
14.	Other External Committees Reports – None		External Cmtte Reps
15.	Resolutions and Amendments – None		Chair
16.	New Business – Motion to have the SBOA Board look at having a SBOA representative on the Appeals board by Clayton Meier and second by Ryan Shepherd Carried		Chair
17.	Next Meeting AMM – Nov 7 th Estevan		Chair
18.	Adjournment Motion to adjourn by Ryan Shepherd 11:26AM		Chair

Action Register

Item #	Date	Description	Assigned to	Due	Status
1.	Apr 12 2018	Set up Email for Elections	Ryan Shepherd	June 2018	Pending
2.	Nov 6 2018	Post minutes to website	Bob Baker	Dec 2018	Complete
3.	March 28 2019	Look into having representative on the Appeals board	SBOA Board	Nov 2019	Pending

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Signature and Title of Recorder: Bobby Baker**Education Report**

28 March 2018

BCTC and Class Challenge Exams

SBOA and Southeast Regional College have a very good relationship in delivering training in the form of the Building Code Training for Canadians home study course. SERC is also the agency that administers the Class Challenge Exam, which legislation recognizes as being the bench mark to successfully complete with a passing mark a of 80 qualify for Building Official Licensing in the Province.

The Challenge Exams are based on the 1995 NBC. These exams are the responsibility of the Province and SBOA is not involved with any potential updating to be reflective of current code editions. Since 2010 to today, a total of 261 exams were written with 61 for Class 1, 104, for Class 2 and 96 for Class 3. The best years for overall success in passing were 2010 and 2017 where the average works out to 65%. Comparatively, the worst year was 2015 with a 22% success rate followed 2018 with a 31% success rate. The overall average since 2010 is a 46% success rate.

The BCTC averages approximately 30 participants a year with the majority of students being from Saskatchewan and 2018 had five from out-of-province. This training is home-study and places the onus upon the participant to be disciplined to schedule exams and complete the three exams with a passing mark of 80 within one calendar year. Most of the participants who do write the BCTC exams pass on their first attempt.

The SBOA provides a Technical Advisor (TA) for each student who enrolls in the training. The TAs also arrange for BCTC participants to come out to do on-site inspections with them. These on-site inspections are done when there is sufficient interest from students wanting to participate. When the program began, there were six TAs and now we are down to only two. We are always looking for SBOA members to step up and become a Technical Advisor. If this is something that interests you, please see me sometime during the conference or send me an email at Education@SBOA.ca.

Other Training

SBOA will be hosting a training week tentatively in the month of February in Saskatoon in 2020 and we will be offering the following courses:

Part 9 – Small Buildings (5 days)

Part 3 – Large Buildings (5 days)

Part 3 – Complex Buildings (3 days)

If there is interest, the pre-conference training sessions that were provided by Building Standards in the past will return with SBOA providing this option.

Lastly, we are in the initial stages of discussions with other organizations to collaborate to provide other training opportunities for our membership. As these become available, we will get that information out to you.

Respectfully submitted,

Cynthia (Cindy) Starchuk, ASCT, NCSO

Education Chair

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Financial Report

Balance as of August 31, 2018		12,869.89
Credits		
Moose Jaw Conference		
Registration Full 47 x 195.00	9,165.00	
1 x 205.00	205.00	
Day 13 x 105.00	1,365.00	
Training	29,735.00	
Membership 2 x 60.00	120.00	
Associate membership 1 x 120.00	120.00	
Banquet tickets 6 x 15.00	90.00	
Promotion items	320.00	
Raffle	587.00	
Conference sponsors	4,640.00	
Southeast training course	700.00	
Total	47,047.00	59,916.89

Debits		
Membership Sask. Energy management	100.00	
Executive secretary Dana Chaben	1,200.00	
2017 Audits report	555.00	
Statement adjustment for Pay Pal	3,057.13	
Liability insurance	1,151.16	
Promotion items	1,799.65	
Transferred to petty cash	575.00	
Conference speaker gifts	315.45	
Refund on training (Justin Charron)	250.00	
Banquet entertainment	750.00	
Overpayment on conference Saskatoon Tribal Council	90.00	
Jerry Wintonyk frames, postage, mailbox	283.17	
Conference hotel costs Moose Jaw	13,924.40	
Training facilitator Rick Grimshaw	1,600.73	
Bank service charges	203.45	
Phone and fax SaskTel Sept. – Dec.	222.73	
Cost for Pay Pal fees	184.45	
Transferred to petty cash	1,474.06	
Total	27,736.38	
Balance as of December 31, 2018		32,180.51

Petty Cash		
Balance as of August 1, 2018		216.43
Credits		
Transferred from general account	575.00	
Transferred from general account	1,474.06	
		2,265.49
Debits		
Postage	18.85	
Tickets for raffle	14.19	
Copies for conference	26.35	
INC fees	70.00	
Hospitality	431.45	
Banquet wine	274.03	
Total	834.87	
Balance as of December 31, 2018		1,430.62