



Minutes - SBOA Annual Members Meeting

Date	Thursday, March 25, 2021
Time	1:00 PM
Location	Microsoft Teams, Webinar

No.	Item		Presented By
1.	Call Meeting to Order - Meeting called to order at 1:04 PM		Chair
2.	Approval of Agenda Motion to approve agenda by Myron Stenka and second by Doug Mulhall. Motion carried.		Chair
3.	Approval of Minutes -approval of 2019 fall meeting minutes held to next conference.		Chair
4.	Review Action Register and Business Arising from Previous Meeting. - Item 1 with the new act will be changing and will provide update.		Secretary
5.	Correspondence and Notices - No notices or correspondence.		Secretary
6.	President's Report - Verbal report - Myron is now on the board as member at large - Elections will be held at the fall 2021 - ACBOA report Motion to adopt the report by Chris Gates and second by Dave Kindred Motion carried		President
7.	Vice President's Report - Verbal report		Vice President
8.	Financial Report - No formal report - Cross over from Shenah to Michelle - Information on budget will be made available to members		Treasurer
9.	Membership Report - Membership report Motion to adopt report by Herb Marshall and second by Neil Marsh. Motion carried.	Report attached	Membership Chair
10.	Conference Report - Fall conference tentatively Oct 21 & 22 2021.		Conference Chair

11.	Education Report <ul style="list-style-type: none"> - Report given - Committee formed - Policy changes are being proposed - BCTC discussions with the college Motion to adopt report by Dave Kindred and second by Walter Schroeder. Motion carried.	Report Attached	Education Chair
12.	Certification Report <ul style="list-style-type: none"> - (10) Exams are live - 29 people are certified 		Certification Chair
13.	Communications Committee Report <ul style="list-style-type: none"> - No newsletters in 2020. - Working on newsletter 		Communications Chair
14.	Other External Committees Reports <ul style="list-style-type: none"> - None 		External Cmtte Reps
15.	Resolutions and Amendments <ul style="list-style-type: none"> - None 		Chair
16.	New Business <ul style="list-style-type: none"> - Clayton Meier – RFP’s competition act. - Is the SBOA aware of any collaboration? None - Is the SBOA willing to provide training on it? YES 		Chair
17.	Next Meeting <ul style="list-style-type: none"> - AGM on Oct 21, 2021 - Elections will be held 		Chair
18.	Adjournment Motion to Adjourn by Murray Richter at 1:46 PM		Chair

Action Register

Item #	Date	Description	Assigned to	Due	Status
1.	March 28, 2019	Look into having representative on the Appeals board.	SBOA Board	Spring 2020	Pending

Membership Report:

Education Report:

The Education Committee is comprised of Cynthia Starchuk, Neil March, Peter Wotherspoon, Tech Shing Lee, Dale Wagner and Jerry Wintonyk. The committee met (Dale and Jerry unable to attend) via Teams video on 17 March 2021 and reviewed the SBOA policies: Volunteers Qualifications & Responsibilities, Code of Ethics and Education Committee. In looking at the committee members required, we have checked all the boxes. Cynthia serves as both the elected chair and Level 3 building

official. With the exception of Peter and Teck, all the members are practising building officials and technical advisors of for BCTC, and Peter and Teck are member(s)-at-large.

The Course Delivery policy was also examined and suggested changes are proposed for Board consideration. The policy is amended to reflect that courses are delivered in any format instead of delivered by an instructor in a classroom type setting. Additional changes include rearrangement of some items, and the inclusion where the education committee may create a registry of qualified instructors to assist in the planning of program delivery. A copy of the marked-up version is attached (to view without mark-up, you will need to make adjustments) to identify the proposed changes for consideration.

Circumstances prevent us from conducting the Part 9 – Small Buildings training originally planned for April. At this time, we are working with other associations to secure a facilitator. It is this situation that prompted the idea to develop a “go-to” list and the inclusion of such in the reviewed policy.

BCTC discussions are on-going regarding updating of the current course for 2015 and 2020 code versions. The option of using ACBOA’s Part 9 – The House are being considered but at this time, the committee has not been able to secure course material for review. Conversations with Building Standards are also taking place to ensure that training remains compliant to the proposed *Construction Codes Act* and its accompanying regulations. At this time, no commitment for any upgrades have been made with SEC.

The statistics for the BCTC are reworked to bring them in-line with the calendar year as compared to the SEC’s scholastic year. Extensions were provided to students because writing centers were closed for Covid-19 restrictions. The best year out of the past four for successful completion of the BCTC is 50% in 2017 (of the yearly student intake) . The past four year average is 26.5 students per year. At this time, Jerry Wintonyk is recognized for his long-time contribution as a technical advisor of the BCTC. The data that has been assembled since 2016 shows that he has mentored 61 students. On a personal note, I believe Jerry was a technical advisor in 2003 when I completed BCBC and I want to thank him for all the time that he has spent helping many of our members to successfully complete the BCTC.

Cynthia (Cindy) Starchuk

SASKATCHEWAN BUILDING OFFICIALS ASSOCIATION INC.

Membership Committee Report

March 24, 2021

It is my privilege to submit the following information concerning the membership status of the Saskatchewan Building Officials Association.

2021 Paid-Up Members

253

History of New Members

New 2021 Members	16	New 2020 Members	35
New 2019 Members	25	New 2018 Members	53
New 2017 Members	31	New 2016 Members	43
New 2015 Members	21	New 2014 Members	48
New 2013 Members	36	New 2012 Members	47
New 2011 Members	37	New 2010 Members	52
New 2009 Members	34	New 2008 Members	49
New 2007 Members	45	New 2006 Members	39
New 2005 Members	27	New 2004 Members	29
New 2003 Members	31	New 2002 Members	28
New 2001 Members	29	New 2000 Members	42
New 1999 Members	42	New 1998 Members	42
New 1997 Members	45	New 1996 Members	39
New 1995 Members	22	New 1994 Members	35
New 1993 Members	44	New 1992 Members	27

There are currently 447 people on our membership mailing list.

At present the following membership fees remain unpaid:

2020 Members	57
2019 Members	32
2018 Members	34
2017 Members	26
2016 Members	28

- All un-paid members since 2016 will be removed from the membership list after the 2021 Fall Conference.

For the period January 1, 2021 to March 15, 2021 the membership account has collected a total of \$ 10,505.10

Respectfully submitted,


Jerry Wintonyk
Membership Chairman