

**2017 SCA BOARD MEETING
January 26, 2017 – 10:00 a.m.
Saskatchewan Indian Institute of Technologies
Boardroom
229-4th Avenue South, Saskatoon**

MINUTES

ATTENDANCE: Jason Duke (Chair), Cory Richter (Vice Chair), Dean Cochrane, Jan McLellan-Folk, Miles Dyck, Shaun Cripps, Justin Hoyes, Rob Istace, Ryan Leech, Monique Buckberger, Carole Morsky.

ABSENT: Corey Hunchak, Brain Wallace, Ron Smith.

STAFF: Mark Cooper, Amanda Thick, John Lax, Derek Lothian.

GUESTS: Brian Barton, Job Coach with Construction Careers from SIIT

CALL TO ORDER: The meeting was called to order by Jason Duke at 10:10 a.m.

1. ADOPTION OF AGENDA:

Shaun Cripps / Miles Dyck

THAT the agenda be adopted as presented.

Carried

2.1 ADOPTION OF MINUTES:

Carole Morsky / Rob Istace

THAT the minutes of the November 10, 2016 Board Meeting be accepted as presented.

Carried

3. REPORTS FROM INTEGRATED PARTNERS

3.1 – Saskatoon Construction Association

- Membership slowness due to the economy.
- CANet service changes.
- Prebid launched January 30, 2017.
- The curling bonspiel, sold out with a total of 160 curlers.
- The Gala event on May 5, 2017, the theme is Cinco de Mayo.
- The Young Executives curling event and Taxes & Tastings Tour.
- The SBDI AGM is being held on February 22, 2017
- Leslie Doka is the nominee for the Saskatoon CCA seat.

3.2 – Regina Construction Association

- 2017 Honoree Lifetime Member to be presented at the President's Event on April 28, 2017.
- The Board of Directors Election – 4 seats are open, Nick Friesen accepted the position of 2nd Vice President.
- Sponsorship funds matched last year's total.
- Scheduled one of four meetings
- Training numbers of low due to the loss of the Canada-Saskatchewan Job Grant.
- Completed Strategic Plan Review in December.

3.3 – Saskatchewan Heavy Construction Association

- An update was not presented on SHCA.

3.4 – Prince Albert Construction Association

- The PACA Golf Tournament will be held on July 21, 2017.
- A Board Meeting will be held on the first week of February.
- The new Board President is Joe Yungwirth of Miller Contracting.

3.5 – Moose Jaw Construction Association

- The Moose Jaw Construction Association website is being revised.
- The Annual Beer and Boar event planning is underway.
- The 2017 Awards Night is being held on March 23, 2017.
- Think Construction is being held on April 4, 2017

Shaun Cripps / Cory Richter

THAT the verbal reports provided by the Integrated Partner Association representatives from Saskatoon, Regina, Prince Albert, and Moose Jaw be accepted as presented.

Carried

Justin Hoyes / Miles Dyck

THAT the verbal reports provided by the Integrated Partner Association representatives from Moose Jaw be accepted as presented.

Carried

4. MEMBER ENGAGEMENT REPORT

Carole Morsky / Miles Dyck

THAT the Member Engagement Report be accepted as presented.

Carried

5. STRATEGIC PLAN REPORT CARD

Carole Morsky / Dean Cochrane

THAT the Strategic Plan Report Card be accepted as presented.

Carried

6. ADMINISTRATION REPORTS

6.1. General Update

Justin Hoyes / Ryan Leech

THAT the General Update be accepted as presented.

Carried

6.2. Advocacy Update

Shaun Cripps / Cory Richter

THAT the Advocacy Update be accepted as presented.

Carried

6.3. Policy Guiding Principles

Dean Cochrane / Shaun Cripps

THAT the Board generally supports the direction of the Policy Guiding Principles and that this item remain open for feedback until February 14, 2017.

Carried

6.4. Policy Position Approvals

Dean Cochrane / Shaun Cripps

THAT the Board approve the SCA policy positions on Prompt Payment, Project Bundling, Priority Saskatchewan, WCB Surplus Refunds be accepted as presented.

Carried

6.5. Summer Meeting 2017

Carole Morsky / Miles Dyck

THAT the Board receive the Summer Meeting report as presented.

Carried

6.6. #TransformSK

Jan McLellan Folk / Carole Morsky

THAT the Board receive the TransformSK report as presented, and direct the administration to brief the Board again by February 15th

Carried

6.7. Advantage Construction Savings Program

Carole Morsky / Shaun Cripps

THAT the Board approve in principle the slate of Advantage Construction Savings Program offerings presented by staff in the report, and direct administration to conclude negotiations with the selected vendors.

Carried

6.8. Construction Week 2017

Dean Cochrane / Cory Richter

THAT the Board receives the report on Construction Week 2017 and supports the current direction of planning for Construction Week.

Carried

7. REPORTS FROM BOARD APPOINTMENTS

7.1. SCSA

Miles Dyck / Jan McLellan Folk

THAT the Board appoint Jason Davidson as the SCA's representative to the SCSA Executive Committee, and appoint Mark Novecosky as the SCA's representative to the SCA Board of Directors.

Carried

Jan McLellan Folk / Shaun Cripps

THAT the SCSA Ad Hoc Committee will continue to work with the SCA Board reps and the SCSA to facilitate their governance changes.

Carried

7.2. SATCC

Miles Dyck / Rob Istace

THAT the Board receive the report on the work of the SATCC.

Carried

7.3. CCA

Jan McLellan Folk / Shaun Cripps

THAT the Board receive the report on the work of the CCA.

Carried

7.4. CANet

Ryan Leech / Carole Morsky

THAT the Board receive the report from CANet.

Carried

8. REPORTS FROM BOARD COMMITTEES

8.1. Finance and Audit

Carole Morsky / Jan McLellan Folk

THAT the Board approve the December 2016 financial statement as presented.

Carried

Carole Morsky / Jan McLellan Folk

THAT the Board approve to remove Sam Shaw as a signing officer, and confirm Jason Duke, Corey Hunchak, Cory Richter, and Mark Cooper as signing officers for the association.

Carried

8.2. Governance

Miles Dyck / Shaun Cripps

THAT the Board accept the report from the Governance Committee as presented.

Carried

8.3. Advisory Council

Rob Istace / Dean Cochrane

THAT the Board receive the report as presented from the Advisory Council and to endorse exploration of the Joint Safety Services Agency as proposed by the Mechanical Contractors Association of Saskatchewan and the Electrical Contractors Association of Saskatchewan.

Carried

Rob Istace / Miles Dyck

THAT the Board adopt the revised Advisory Council Terms of Reference as presented.

Carried

8.4. HR and Compensation Committee

Jan McLellan Folk / Justin Hoyes

THAT the Board approve the HR Policy Manual as presented.

Carried

Cory Richter / Monique Buckberger

THAT the Board receive the report of the HR and Compensation Committee as presented.

Carried

9. BOARD COMMUNIQUE HIGHLIGHTS

9.1. Review of Action Items

- Mark Cooper reviewed the following action items:
 - Board Packages completed on time
 - SCA to take a position regarding running a provincial deficit
 - Solicit feedback from the Board and LCAs on the SCA's policy guiding principles. Feedback to be received up to February 15th
 - Solicit feedback from the Board, LCAs, and Members on possible education sessions for the Summer Meeting. Feedback to be received up to February 15th
 - Solicit three-box feedback from Board on TransformSK. Form to be sent by Monday, responses received by Friday, and meeting to be held by February 15th
 - Solicit participation of the LCAs and other partners for Construction Week
 - Work to finalize the ACSP negotiations with the members of the approved slate
 - Get meeting dates from the LCAs for the governance calendar
 - Change the signing officer to remove Sam Shaw and to add Cory Richter
 - Solicit feedback from the LCAs about the proposed CCA fee increase
 - Write an endorsement letter for MCAS and ECAS Joint Safety Session
 - Update the HR policy manual and communicate it to staff
 - Share the updated Terms of Reference for the Advisory Council with the Council members
 - Send out an updated version of the PST report from Doug Elliott to the Board
 - Explore alternative options for the President's performance survey to ensure the anonymity of respondents
 - Notify the SCSA and representatives of the SCA appointments to the SCSA
 - Develop a protocol to ensure two-way communication between the SCA and representatives on other Boards or Committees

9.2. Board Meeting Outcomes to Communicate to Members

- A request to the LCAs for feedback on the proposed CCA fee increase structure
- AN update on the PST file and the deficit position – including asking members to engage with MLAs
- Information on the new policy positions
- Seeking input from the Board and LCAs on the policy guiding principles
- Seeking input from the Board, LCAs, and members regarding education sessions for Summer Meeting (deadline is middle of February)
- Any updates to our calendar of events
- Provide an update on the TransformSK work
- Provide an update on Construction Week
- Provide an update on the Construction Savings Program

10. IN CAMERA SESSION

Carole Morsky / Miles Dyck

THAT Justin to provide an executive summary of the President's performance review survey and maintain the data in confidence.

Carried

NEXT MEETING DATE

- Thursday, April 27, 2017 – Regina, LOCATION TBD

ADJOURNMENT

The meeting was adjourned by Jason Duke at 3:51 p.m. on a motion from Miles Dyck.

SCA Board Chairperson
MINUTES APPROVED ON:

SCA President