



ACBOA

Alliance of Canadian Building Officials' Associations

**ALLIANCE OF CANADIAN
BUILDING OFFICIALS' ASSOCIATIONS
COMMITTEE REPORTS
2022**

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“Establishing a strong foundation for education and certification of Building Officials across Canada”





President's Report

The past year has been a momentous one for ACBOA as the Alliance has continued to evolve as an organization. Past work has enabled us to take some massive steps forward and put ACBOA in a position to be a great resource to our Provincial and Territorial members and a vital partner to multiple federal agencies. Things look very promising for the Alliance in the coming years.

We have continued the implementation of our new strategic plan and have completed several of our key priorities. Our mission of providing top level training resources and certification standards to building officials across Canada continues to be the focus of our work and creating the organizational structure that will enable that to occur has been a massive undertaking.

An important milestone for the Alliance was the creation and filling of the Executive Administrator role. The process was very extensive as we had first identified the skills and attributes we needed from the individual in that role and then the search commenced for the candidate that met the criteria. We were fortunate to have Sally Akroyd Bombino accept the role of Executive Administrator for the Alliance and since June she has been a vital component of the work we have completed.

We also began the operations of our four core standing committees that will direct ACBOA in the areas of Professional Development, Professional Standards, Communications, and Finance & Administration. These committees will also continue to evolve as we recruit more members and establish operating procedures for each.

One of the first duties of the Communication Committee will be to develop a Communications Plan. ACBOA has developed a great number of resources and services that will be of value to our members; we however need to do a better job of sharing that information with our members and beyond. With multiple stakeholders and industry partners wanting to communicate with ACBOA, it is important that we have a plan in place that will help ACBOA establish a prominent position within the building industry.

With support from our partners at the National Research Council (NRC) and Natural Resources Canada (NRCan), ACBOA was able to complete three new courses on





Objective Based Codes, 9.36 of the National Building Code and the National Energy Code for Buildings. As Canada continues its movement towards the harmonization of construction codes, having standardized training material for our member associations will be a significant asset. We are looking to work further with NRC, NRCan and Accessibility Standards Canada (ASC) in developing new tools and resources for the building official community.

A highlight for me personally was being able to hold our first post-COVID in-person meeting in Victoria BC in May. This was an opportunity for many of the Board to meet in person for the first time and strengthen relationships with each other and our friends in British Columbia. I want to thank the Building Officials Association of British Columbia for their tremendous hospitality, and we look forward to travelling back there soon.

We have a lot more work to do as we continue to elevate the standing of ACBOA in the Canadian building industry, and I am confident that we have the right group of people in place to take on this challenge.

I want to thank everyone who has played a role in supporting ACBOA in the past year and look forward to celebrating our successes as we meet in Hamilton.

Matt Farrell, President





Professional Development Committee Report

As per ACBOA's By-laws, the Professional Development Committee shall be responsible for overseeing the education and training offered to individuals and organizations by the Alliance, including updates to training to reflect changes in the competency requirements for the profession.

ACBOA will facilitate the provision of high-quality professional learning and growth opportunities anywhere in Canada for individuals and organizations involved in the administration of construction codes.

We thank the members of ACBOA's Professional Development Committee for their work to date. The Committee has been active in overseeing the development of a number of training courses and has pursued solutions to meet the educational needs of ACBOA members through other partnerships and working relationships.

ACBOA currently has ownership of seven training courses.

- a) Four courses based off the National Building Code were developed in 2017:
 - 1. **House**
 - 2. **Part 9**
 - 3. **Part 3**
 - 4. **Complex Buildings**

- b) Two courses were developed and completed in 2022 with the support of Natural Resources Canada (NRCan):
 - 5. **National Energy Code of Buildings (NECB)**
 - 6. **Section 9.36 of the National Building Code for the energy efficiency design of Part 9 buildings.**

- c) ACBOA also completed a new course:
 - 7. **Objective Based Codes** (which is now ready for delivery).

ACBOA also has an Agreement in principle with member NSBOA to license nationally based courses that NSBOA developed with the OBOA. This includes **Plans Examination and Plumbing courses.**





With the delayed release of the 2020 National Building Code (NBC), updating of the above courses could not take place until the new version of the NBC was released in March 2022. ACBOA has been discussing a strategy to pursue funding to facilitate the update of the above courses, and we anticipate further discussions and decisions to be made on this later in the fall.

ACBOA Associate Member - The National Research Council (NRC) is considering the creation of **training seminars** to support the adoption of the **2020 National Building Code**. We have discussed the content and timeframes for these seminars with NRC as we anticipate there will be great interest in these on the part of Building Officials across the country, and we will provide more information to our members as this becomes available.

ACBOA has been in discussions with Accessibility Standards Canada regarding development of material that would support the implementation of their **new standard for the built environment – accessibility**. We expect work to begin on this project shortly.

At ACBOA's Spring 2022 Board meeting, it was decided that ACBOA will explore ways to support the provincial associations in providing ways to **facilitate a virtual component to their course delivery**. We will continue the discussions with our partners at the Ontario Building Officials Association on how this can be facilitated.

ACBOA continues to seek funding sources for **French translation of the course catalogue** and will be submitting proposals to interested agencies in the new year.

We thank NBBOA, NSBOA, OBOA, MBOA, SBOA, ABOA, BOABC, Government of Nunavut, Government of Yukon, Canadian Construction Materials Centre (CCMC), FNNBOA, and the Alberta Safety Codes Council for their support throughout the year.

Matt Farrell, Chair





Communication Committee Report

ACBOA's Communication Committee was struck with the overall objective of *'The Public Relations Committee shall recommend ways and means and act for better public understanding of the Alliance's aims, objectives and activities and may obtain the public viewpoint on matters of mutual interest,'* as per ACBOA By-laws.

Thank you to 2022 – 2023 Communication Committee Members Tyler Wightman (BOABC), Priya Ramsingh (OBOA), Nick Conrad (Safety Codes Alberta), H  l  ne Roche (NRCC), Sally Akroyd Bombino (ACBOA) and Chair, Stephanie Martin (ABOA).

ACBOA's Communication Committee held its first meeting on June 21st, 2022 and was tasked with developing a Communication Plan for ACBOA. Representatives will work together with Workforce Strategies (WFSI) to develop the Communication Plan. Clarity is being sought on the priorities to be considered by this committee. The committee looks forward to ACBOA Board input that will provide the necessary direction to support the committee in determining the path forward.

In order to uphold the above statement in the By-laws, and to facilitate the development of a comprehensive Communication Plan, ACBOA needed to establish a secure office, with consideration for a number of IT-related items. ACBOA hired Jeff Young of [Youngs Professional Services](#) to work with Sally Akroyd Bombino (ACBOA's Executive Administrator) and Chris Gates (ACBOA's Vice President) to review ACBOA's needs, and to develop a list of necessary IT components to support these needs, and setup of the new ACBOA office. Jeff presented a Recommendation Report, and the ACBOA Executive reviewed this, and have provided the go-ahead to proceed.

ACBOA is currently in the process of setting up the (secure) office, and this will be completed by mid-October 2022. Considerations include IT hardware and software, backup and disaster recovery, local security and malware/ransomware, domain/website control and accessibility, and future business continuity.

Workforce Strategies is working with one of our strategic partners on a project that will enable our partner to communicate more effectively with the Building Official Community via the channels and network of communications that ACBOA has or will have in place to disseminate information and achieve mutually agreed upon objectives.

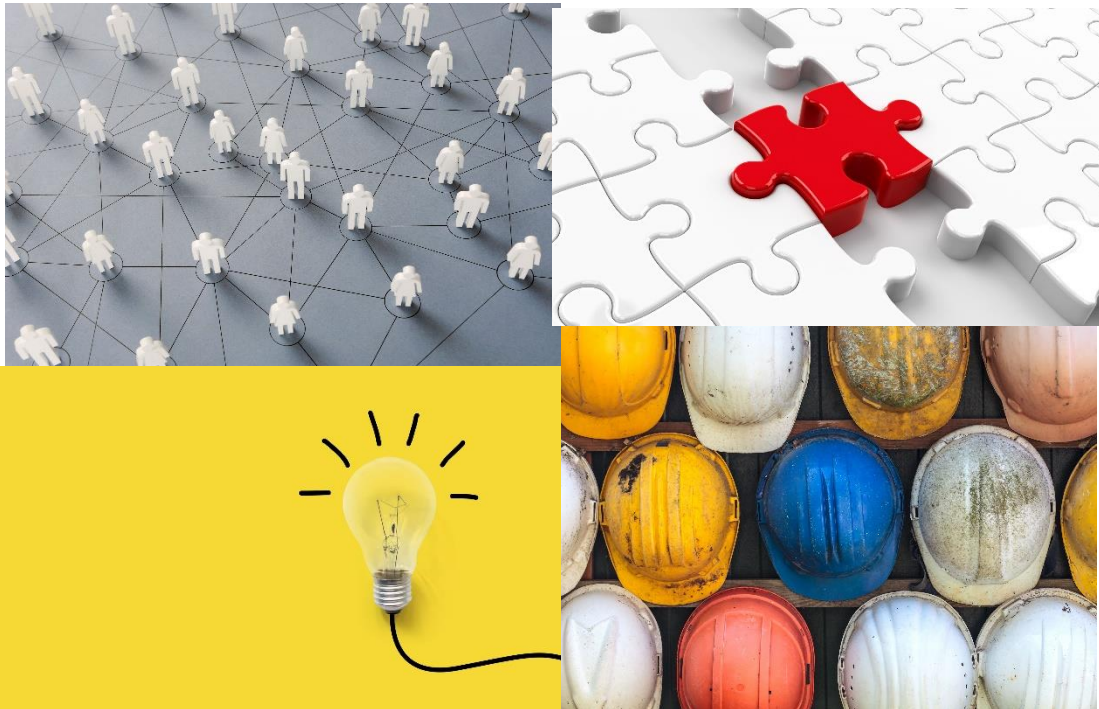




This is a work in progress and will support both the requirements of the strategic partner as well as ACBOA. It is a well aligned project and integrates into ACBOA's development and implementation of a Communication Plan.

We thank you for your support of ACBOA and the Communication Committee as we develop the Communication Plan and then proceed to implementation, retrospective, and maintenance of the necessary components to achieve success in this significant project.

Stephanie Martin, Chair





Professional Standards Committee Report

ACBOA's Professional Standards Committee was struck in 2021 with the overall objective of *'The Professional Standards Committee shall consider and advise the Board on all matters related to the development and promotion of National Competency Framework for Professional Building Officials, and the development, management, and continuous improvement of the National Certification Program for Canadian Building Officials. Further, the Committee may be delegated authority by the Board of Directors to confer such professional designations and certifications on individuals as the Board may from time to time authorize.'* as per ACBOA By-laws.

We thank the following committee members for their support to Professional Standards throughout the 2021 – 2022 year:

Robyn MacLeod from BOABC

Stephanie Martin of ABOA

Alex Campbell of MBOA

Francois Couture of OBOA

Troy Jones of NBBOA

Andrew Goreham of NSBOA

Chair, Chris Gates of SBOA



Background:

The committee is engaged on an as-needed basis to support the applications received for National Building Official certification. 10 – 12 applications are received on average, annually. The National Building Official Certification program / designation has been offered by ACBOA since 2008.





What is the process is for applications?

An applicant downloads the application form from the ACBOA website, and forwards it to the ACBOA office along with the \$50 application fee. Confirmation that the applicant is a member in good standing with a provincial association is mandatory. ACBOA responds to confirm receipt and the application is forwarded to ACBOA's Registrar - Chris Gates. A review is completed, and a recommendation is made to the committee regarding which designation(s) would be applicable. The review period can vary based on the complexity of the application and availability of committee members. A likely review turnaround time is 2 months or better. Feedback is received and discussed by the committee. 3 committee members are required to support the application, including one from the host applicant's province / territory.

Once ratification is received, ACBOA communicates with the applicant regarding the approved designation(s); A certificate for each 'Certified' designation, and / or a letter to communicate each 'Associate' designation is delivered to the applicant by email.

How are National Certification designations determined?

National Certification can be achieved in one or more of three areas of specialty:

1. Housing
2. Part 9
3. Part 3

There are two stages or designations for each specialty: Associate and Certified.

- a) **Associate Stage** is achieved through training or successful completion of exams - a demonstration of knowledge often referred to as 'Building Code Qualified' in many provincial certification programs, that in most cases indicates a candidate would be ready for employment as a building official.
- b) Following the Associate Stage, once a specified amount of practical work experience can be demonstrated and verified, the candidate now qualifies to achieve the '**Canadian Certified Building Official (CCBO)**' designation at one or more of the three specialty areas.





- c) A Building Official that achieves the CCBO designation for all three specialty areas is given the capstone designation of '**Canadian Registered Building Official (CRBO)**'.

At the onset of the program, applicants could achieve a designation based entirely on their existing provincial designation, or by demonstrating completion of specified training material. At that time, this material was the basis for many provincial associations' programs. Today, these recognized training courses no longer exist, therefore in almost every case, an applicant's designation will be determined by their level of provincial certification.

What are the benefits of a national certification vs. provincial?

Applicants come to us for potential recognition from employers and peers and potential use for leverage for higher wages, educational credits, labour mobility, and continued professional development. A successful applicant may be able to use the designation to relocate for employment opportunities where the designation is recognized by other provincial associations or government licensing bodies.

Outlook for the National Certification program:

The National Certification program has positioned ACBOA well to facilitate labour mobility to the Building Official role in Canada. Funding is currently needed to update the program, and to build the necessary maintenance component to the National Certification program. An appropriate continued professional development maintenance program to bolster the existing framework, along with a member database will give the program increased credibility and rigour and will cement the program as the National standard for the certification of Building Officials.

The harmonization of Building Codes on the government agenda will impact the training of Building Officials and how they become certified. This will be an area for review and consideration by the Professional Standards Committee in the future.

Chris Gates, Chair

