

Charter of the Solar Contractors Association of Alberta (SCA)

1.0 Name

The organization shall be known as the **Solar Contractors Association of Alberta (SCA)**, or such other name as may be approved by the founding members and subsequently adopted by vote of the membership.

2.0 Mandate

The SCA has been created to represent and support the interests of reputable solar contractors operating in Alberta's "behind-the-meter" solar photovoltaic (PV) sector. This association be committed to enhancing the integrity, quality, and sustainability of the solar industry within the province.

The SCA shall also serve as a guiding and influential body in the development and interpretation of electrical codes related to solar PV systems. By engaging with regulators, standards organizations, and industry stakeholders, the association aims to promote safe, practical, and forward-looking code provisions that reflect the unique needs and realities of Alberta's solar sector.

3.0 Mission Statement

"To strengthen Alberta's solar industry through integrity, quality workmanship, and consumer trust, while providing unified advocacy, establishing industry standards, and delivering value to its members".

4.0 Objectives

1. Advocate on behalf of Alberta solar contractors with wire service providers, municipalities, and governing bodies.
2. Promote consumer protection by championing ethical, transparent, and responsible sales & installation practices.
3. Establish membership standards that reflect professionalism, safety, competence, and ethical conduct.
4. To shape and influence electrical codes for solar PV systems, promoting safety, practicality, and industry growth in Alberta.
5. Foster collaboration among qualified contractors to address industry challenges and promote best-practice solutions.
6. Provide training, education, and resources that contribute to the technical, business, and safety excellence of members.

7. Develop long-term value offerings that advance the business interests of members and enhance the reputation of the industry.
8. Support industry growth through coordinated marketing, public awareness initiatives, and engagement with stakeholders.

5.0 Values

The SCA and its members shall be guided by the following principles:

- **Integrity:** Conduct all business honestly and responsibly, fostering trust and confidence among clients, the public, and fellow association members.
- **Quality:** Strive for excellence in every project to meet or exceed industry standards.
- **Transparency:** Communicate openly and clearly, ensuring fairness and understanding in decisions, processes, and interactions.
- **Ethics:** Uphold the highest ethical standards in sales and service, always prioritizing the interests of consumers.
- **Collaboration:** Work together with peers and partners to advance the solar industry and achieve shared goals.

6.0 Scope of Representation

The SCA represents Alberta-based companies that primarily install behind-the-meter solar PV systems, with a focus on commercial and industrial projects. Our goal is to support the Contractor Members by promoting high standards in quality, safety, and professionalism across every project.

Even though our main focus is larger-scale installations, the work we do also will help guide the residential solar market. By influencing electrical codes, best practices, and industry standards, we will ensure the lessons learned in commercial and industrial projects will benefit the residential sector too by helping grow a safe, consistent, and thriving solar industry throughout Alberta.

7.0 Governance

The SCA is guided by a Board of Directors elected from our members. They will set the direction, make key decisions, and ensure the association serves the solar community in Alberta. Committees and working groups help tackle specific areas like standards, advocacy, and education, keeping the SCA responsive, effective, and connected to our members' needs.

7.1 Founding Members

A core group of founding contractor members shall oversee the development of initial governance, membership standards, and operational frameworks prior to the broader onboarding of applicants.

8.0 Board of Directors

A Board of Directors shall be established to provide governance, strategic direction, and oversight. The Board shall:

- Review & approve membership applications.
- Appoint committees.
- Oversee finances.
- Set strategic priorities.
- Oversight of the Executive Director.

8.1 Executive Director

An Executive Director shall be appointed once the foundational structure is in place (target early 2026). Responsibilities include:

- Operational management.
- Member services and communications.
- Advocacy execution.
- Administration, reporting, and stakeholder relations.

9.0 Decision-Making

9.1 Consensus Orientation

The SCA will strive for consensus-based decision-making to ensure unity and minimize internal conflict.

9.2 Voting

- Contractor Members hold voting rights.
- Associate Members do not hold voting rights.
- Admission decisions may allow for a consensus-plus-veto model to preserve internal alignment.

10.0 Initial Strategic Priorities

SCA's early-stage priorities include:

1. Finalizing the Association's mission, vision, name, and values.
2. Developing the membership criteria, intake process, and fee structure.
3. Completing legal registration of the Association.
4. Establishing a relationship framework with Alberta wire service providers and municipalities.
5. Creating early value offerings such as a vetted contractor directory, collaborative marketing channels, and unified industry representation.
6. Developing long-term initiatives including training programs, industry best-practice standards, and SCA-backed warranty or quality-assurance mechanisms.

11.0 Conflict of Interest

SCA shall maintain a conflict-of-interest policy applicable to Board Members, Committees, and all Membership Classes.

No member or class of members shall exert undue influence or derive disproportionate benefit from the Association's decision-making or public representation.

12.0 Non-Partisanship

SCA shall operate in a strictly non-partisan manner, refraining from political endorsements while engaging constructively with government bodies on regulatory and technical matters relevant to the solar industry.

13.0 Amendments

This Charter may be amended by:

1. Recommendation of the Board of Directors; and
2. Approval by a defined voting threshold of Contractor Members, as established in the bylaws (e.g., two-thirds majority).

Revision No.: 2
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