



BOABC KOOTENAY ZONE MEETING MINUTES

Time: 10:00 AM – 12:30 PM

Date: February 18, 2025

(1) CALL TO ORDER @ 10:01 AM

We would like to begin by acknowledging the ancestral, traditional, and unceded territories of Indigenous peoples in British Columbia, on whose territory we are today.

(2) GUESTS (no motion required)

- Joseph George, Firestop Specialist, HILTI
- Robyn MacLeod, Director, Building Permits & Licenses, City of Abbotsford
- Tyler Wightman, Executive Director & Registrar, BOABC

(3) AGENDA (requires motion to adopt)

Motion: adopt the agenda for February 18, 2025, as presented.

Mover: Kim Leibel
Seconder: Erik Stout

(4) PREVIOUS MINUTES (requires motion to adopt)

Motion: adopt the minutes and the action items from September 24, 2024, zone meeting as presented.

Mover: Kim Leibel
Seconder: Reiner Nikolai

(5) NEW BUSINESS (no motion required)

5.1 How the new Code Changes affect the Firestop Design

- Joseph George was introduced to present changes in the 2023 BCBC that impact firestopping designs.

5.2 BOABC Draft Bylaws

- Tyler Wightman, Executive Director, was introduced to present proposed changes to the Association bylaws.
- Tyler spoke to proposals affecting membership, credentials and designations, the structure of the Executive, nominations and elections, the code of ethics, and



investigations and discipline.

5.3 Certification

- Robyn MacLeod was introduced to present proposed changes to the Association's voluntary certification and designation programs established under the Building Officials' Association Act.
- The proposed changes affect:
 - o the focus of the certification and designation programs;
 - o experience that applicants must demonstrate to achieve certification;
 - o pre-requisites for designations;
 - o establishing designations for plumbing officials; and
 - o educational requirements for credentials.
- Discussion focused on possible impacts for smaller communities, type of experience required for certification.

5.4 Alternate Zone Director

- Manda has moved on and can no longer serve as the alternate zone director. Tracy McGuire put her name forward.

(6) STANDING AGENDA ITEMS (no motion required)

6.1 BOABC Updates, CPD Reporting (no-shows) & [Calendar of Events](#)

- Jennifer Schwaertzel, Member Services Coordinator, provided an update on operations at the BOABC that addressed: annual reporting deadlines, a reminder for members to update their CPD records if they do not show up for BOABC events for which they previously registered; information about the Kelowna conference; CUT.

(7) ROUND TABLE DISCUSSION

- Appeal 1951 - hot water tank requires an atmospheric vacuum breaker, every tank requires one as per Appeal.
- Zero Carbon Step Code Update - effective March 10, 2025, new buildings must meet at least EL-1 of the Zero Carbon Step Code.

(8) MEETING REVIEW

- Next meeting will be held in June, date TBD.
- 2.5 CPD points were automatically uploaded to your member profile when you registered.

(9) ADJOURNMENT (no motion required)

- The meeting was adjourned at 11:57 AM



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