



BOABC VANCOUVER ISLAND NORTH ZONE MEETING MINUTES

Time: 1:00 PM – 3:30 PM

Date: June 11, 2025

(1) CALL TO ORDER @ 1:01 PM

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)

- Calvin Gray, P. Eng, Manager & Chief Building Inspector, Capital Regional District
- Dara Bowser, Owner & Principal Consultant, Bowser Technical Inc.
- Ryan Coleman, Founder / CEO, Ecolighten
- John Ortynsky, Senior Account Executive, Noratek

(3) AGENDA (requires motion to adopt)

Motion: adopt the agenda for June 11, 2025, as presented.

Mover: Joel Ferrie

Seconder: Robert Gaudreault

(4) PREVIOUS MINUTES (requires motion to adopt)

Motion: adopt the minutes and the action items from February 25, 2025, zone meeting as presented.

Mover: Tyler Zult

Seconder: Joel Ferrie

(5) NEW BUSINESS (no motion required)

5.1 Smoke Dampers

- Calvin Gray presented how fire and smoke dampers work, why smoke dampers are now required, smoke control strategies, and smoke damper installation.

5.2 HVAC Designers of Canada

- Dara Bowser & Ryan Coleman presented on CSA F-280-12 verified software and standard submittals, accredited designers, building official membership, and single zone cooling (BCBC overheating).



5.3 Building Better Processes: A Case for Permitting Portals in LG Operations

- John Ortynsky presented on current challenges, what portals are, security and privacy, case studies, implementation strategies, cost vs value, potential risks, mitigation, and provided a demonstration of the software.

5.4 AGM Nominations / Zone Director / Alternate Zone Director

- [Policy 6.5](#)
- Tim advised zone members that it's appropriate timing for him to step down as zone director now that his term is expiring.
- Tony Bartko discussed the process of elections and spoke to the importance of an alternate zone director. Jennifer Schwaertzel reminded members that the information for the AGM has been posted on the Association website and was emailed out to everyone on June 2, 2025.
- Tyler Zult expressed interest and put his name forward for the position of zone director.

Motion: Propose that Tyler Zult's name is put forward as a nomination for the position of Vancouver Island North Zone Director at the BOABC 2025 AGM.

Mover: Tim Warner
Seconded: Darcy Fox
Discussion: None
Outcome: Carried

(6) STANDING AGENDA ITEMS (no motion required)

6.1 BOABC Updates & [Calendar of Events](#)

- Tyler Wightman highlighted the CHBA Education Summit and reminded members to join the waitlist for the Trax AI Training. Legal & Ethics Training.
- Jennifer Schwaertzel presented on the new member portal and advised members that we will no longer be mailing out certificates, they will receive an electronic certificate via email for building / plumbing qualification and certification.

(7) ROUND TABLE DISCUSSION

- Tim reminded members about the Member Forum and how useful it is, also, the sign-in for the forum will be moved inside the Member Portal soon.



(8) MEETING REVIEW

- Next meeting will be held in October, 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 3:48 PM

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