



## BOABC KOOTENAY ZONE MEETING MINUTES

Time: 10:00 AM – 12:30 PM (PST)

Date: June 18, 2025

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**(1) CALL TO ORDER @ 10:05 AM (PST) 11:05 AM (MST)**

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.
- John Ortynsky, Senior Account Executive, Noratek

**(3) AGENDA (requires motion to adopt)**

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

Mover: Kim Leibel

Seconder: Manda McIntyre

**(4) PREVIOUS MINUTES (requires motion to adopt)**

*Motion: adopt the minutes and the action items from February 18, 2025, zone meeting as presented.*

Mover: Kim Leibel

Seconder: Bruce McNeil

**(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 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

- Advised zone members that Andy's term is expiring. Manda McIntyre let everyone know that she submitted a nomination form for Andy.
- 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.

## (6) STANDING AGENDA ITEMS (no motion required)

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

- 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. Also highlighted the CHBA Education Summit and reminded members to join the waitlist for the Trax AI Training.

## (7) ROUND TABLE DISCUSSION

- [Lateral Loads](#)
- slowing down permitting, very complicated, suggested talking to Ken Kunka.
- there is substantial review of submitted work, code details, etc. and the resulting plan revisions. It has added significant time to reviews.
- Even if the house is within part 9 - the engineers are designing it for part 4 because it is easier to calculate.
- [Step Code](#)
- single family dwelling with a commercial space down below, suggested talking to Mark Bernhardt.



**(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 12:35 PM (PST) 1:35 PM (MST)

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