



## BOABC SOUTH CENTRAL INTERIOR ZONE MEETING MINUTES

Time: 1:00 PM – 3:30 PM

Date: June 3, 2025

---

**(1) CALL TO ORDER @ 1:03 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)**

- John Ortynsky, Senior Account Executive, Noratek Solutions
- Dara Bowser, Owner & Principal Consultant, Bowser Technical Inc.
- Ryan Coleman, Founder / CEO, Ecolighten
- Gord Rattray, Acting Executive Director, MHABC & Director, Modular BC
- Ken Kunka, Senior Codes Administrator, Ministry of Housing & Municipal Affairs

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

*Motion: adopt the agenda for June 3, 2025, as presented.*

Mover: Jeff Dale

Seconder: Anton Wolf

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

*Motion: adopt the minutes and the action items from February 11, 2025, zone meeting as presented.*

Mover: Anton Wolf

Seconder: Jeff Dale

**(5) NEW BUSINESS (no motion required)**

**5.1 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.



## **5.2 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 Modular Submission Checklists**

- Gord Rattray provided introductions and an overview of the goals to advance the utilization of factory constructed housing, backgrounder on CSA Z240MH & CSA A277, checklists overview, A277 modular permitting & inspection checklists, and CSA Z240MH manufactured home permitting & inspection checklist. Ken Kunka and Ron Burnett provided chat support.

## **5.4 AGM Nominations**

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

# **(7) ROUND TABLE DISCUSSION**

- None

# **(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 3:25 PM



### **Disclaimer and Use of Information**

Zone meeting presentations and discussions are provided for informational and educational purposes only.

Meeting attendees are solely responsible for assessing and determining whether the information is appropriate for their own use. The Building Officials' Association of B.C. does not provide any warranties or guarantees as to the accuracy or completeness of any information presented and do not accept any liability whatsoever for any defect, deficiency, error, or omission in any statement or information contained in, or in any way related to, the use of the information provided during zone meetings.

DRAFT