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REGIONAL DISTRICT OF BULKLEY-NECHAKO
SUPPLEMENTARY AGENDA

Thursday, March 2, 2017

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**Regional District of Bulkley-Nechako
SUPPLEMENTARY Board of Directors
March 2, 2017**

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: March 1, 2017
Regarding: Carrots to Cattle Agriculture Conference Tradeshow

The RDBN attended the Carrots to Cattle Agriculture Conference and Tradeshow, in Smithers on February 17th and 18th. The approved budget to exhibit at the tradeshow was \$725. Actual expenses came to \$800. A rental fee of \$110 was not included in the budget.

A decision was not made as to which budget account to expense the costs. Staff are requesting direction from the Board of Directors.

Account Options include:

- Local Tradeshow Budget in Administration (Draft Budget includes \$2,000)
- Agriculture Strategy in Administration (Draft Budget includes \$10,000)
- An additional expense to the Draft Budget

I am happy to answer any questions you may have.

RECOMMENDATION:	(All/Directors/Majority)
Direction.	

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Memorandum**

TO: Chair Miller and Board of Directors

FROM: Melany de Weerd, CAO

DATE: October 12, 2016

SUBJECT: Transit Service Agreement with BC Transit

As a first step in initiating a new transit service BC Transit enters into an agreement, called a Transit Service Agreement (TSA) with the local government partner. Thereafter an operator is selected and a Master Operating Agreement is executed, followed by an Annual Operating Agreement between all three parties.

At this time, subject to service establishment, the next step is to execute the Transit Service Agreement between the Regional District of Bulkley-Nechako and British Columbia Transit, a copy of which is attached hereto.

RECOMMENDATION: (All/Directors/Majority)

"That the Regional District of Bulkley-Nechako approve and execute the the Transit Service Agreement between the Regional District of Bulkley-Nechako and British Columbia Transit."

TRANSIT SERVICE AGREEMENT

between

REGIONAL DISTRICT OF BULKLEY-NECHAKO

and

BRITISH COLUMBIA TRANSIT

Effective

April 1, 2017

TRANSIT SERVICE AGREEMENT

BETWEEN:
REGIONAL DISTRICT OF BULKLEY-NECHAKO
(the "Municipality")

AND:
BRITISH COLUMBIA TRANSIT
(the "Authority")

WHEREAS the Authority has at the request of the Municipality, established the Transit Service Area described in this agreement pursuant to the British Columbia Transit Act;

WHEREAS the Authority is authorized to contract for transit services for the purpose of providing and maintaining those services and facilities necessary for the establishment, maintenance and operation of a public passenger transportation system in the Transit Service Area;

WHEREAS the Municipality and the Authority wish to define their respective rights and responsibilities with respect to the provision of transit services in the Transit Service Area;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants hereinafter contained, the parties covenant and agree with each other as follows:

SECTION 1: TRANSIT SERVICE AREA

For the purposes of this agreement, the "Transit Service Area" is defined as the area comprised within the boundaries shown in Schedule "A" to be known as the Bulkley-Nechako Transit Service Area.

SECTION 2: TERM

The term of this agreement shall commence on April 1, 2017 and end March 31, 2022. Thereafter, the agreement will remain in full force and effect unless and until terminated in accordance with the provisions of this Agreement. After March 31, 2022, either party may terminate this agreement as follows:

- a) **Cancellation by the Authority:** In the event that the Authority decides to terminate this Master Agreement for any reason whatsoever, the Authority shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 11.
- b) **Cancellation by the Municipality:** In the event that the Municipality decides to terminate this Master Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 11.

SECTION 3: MUNICIPAL RESPONSIBILITIES

The Municipality shall:

- (i) review and approve plans and determine service and performance standards for transit services in the Transit Service Area which are consistent with operating and capital budgets set by the Authority and the provisions of the Annual Operating Agreement;
- (ii) in consultation with the Authority, established a tariff of fares and prescribe the terms and conditions applicable to each fare category;
- (iii) account to the Authority for all revenues received from the public passenger transportation system and from the marketing of transit services, and all monies received from tax and other levies imposed pursuant to the British Columbia Transit Act; and
- (iv) recommend, for the approval of the Authority, annual operating and capital budgets for transit services including the Municipality's costs of administration of transit services.

SECTION 4: AUTHORITY RESPONSIBILITIES

The Authority shall:

- (i) lease to the transit service operator under an operating agreement, all transit vehicles required for the operation of a public passenger transportation system;
- (ii) set the annual operating and capital budgets for all transit services in the Transit Service Area;
- (iii) provide the personnel required to develop and implement transit service plans, fare tariffs and marketing programs for the Transit Service Area;
- (iv) in consultation with the Municipality:
 - (a) call for proposals, evaluate proposals and settle the terms of the operating agreement with a transit service operator of the public passenger transportation system;
 - (b) administer the Annual Operating Agreement;
 - (c) conduct financial and service audits of the public passenger transit system; and
 - (d) institute marketing programs for transit service in the Transit Service Area;
- (v) monitor the transit services provided in the Transit Service Area and report and make recommendations to the Municipality with respect to the standards of service and performance of the public transportation systems.

SECTION 5: ANNUAL OPERATING AGREEMENT

The Municipality and the Authority shall enter into an Annual Operating Agreement in accordance with Section 4. The agreement shall include the following:

- (i) a service specification detailing the route network, service levels and hours of service;
- (ii) a tariff, including terms and conditions;
- (iii) a budget for the period of the term of the agreement, including the direct operating costs and revenues from regularly scheduled service, the annual lease fee of transit vehicles supplied by the Authority, costs for the amortization of approved capital expenditures, interest costs incurred by the Authority in providing funds for system operation, and the costs associated with administration and merchandising;
- (iv) a budget schedule required by the British Columbia Transit Act which specifies the contributions of the Municipality and the Authority to the cost of providing a public passenger transportation system under the Annual Operating Agreement and a schedule of payment of the prescribed contributions;
- (v) the responsibilities of each of the parties with respect to the operating procedures, terms of work and ownership of capital assets;
- (vi) provision for financial and service audits;
- (vii) provision for renewal and amendment of the terms of the agreements; and
- (ix) provision for notices and communications.

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SECTION 6: COST SHARING

The Municipality and the Authority agree to contribute their respective portion of the annual cost of the public passenger transportation system provided under the Annual Operating Agreement, prescribed by regulation made pursuant to the British Columbia Transit Act.

SECTION 7: CAPITAL AND OPERATING EXPENDITURES

Nothing in this agreement shall be construed as committing the Authority or the Municipality to incur capital or operating expenditures for equipment, facilities or otherwise, within the Transit Service Area unless the same shall be contained within the approved budget of British Columbia Transit and specified in the requisite Annual Operating Agreement.

SECTION 8: AMENDMENT

This agreement may only be amended in writing signed by the Municipality and the Authority and specifying the effective date of the amendment.

SECTION 9: ENUREMENT

This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.

SECTION 10: LAWS OF BRITISH COLUMBIA

This Agreement shall be governed and construed in accordance with the laws of the Province of British Columbia.

SECTION 11: ASSIGNMENT

This Agreement shall not be assignable without prior written consent of the parties.

SECTION 12: NOTICES AND COMMUNICATIONS

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed or if mailed by prepaid registered mail to the Authority at:

BRITISH COLUMBIA TRANSIT
c/o President & CEO
P.O. Box 610
520 Gorge Road East
Victoria, British Columbia V8W 2P3

and to the Municipality at:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
c/o Chief Administrative Officer
P.O. Box 820
37 3rd Avenue
Burns Lake, British Columbia V0J 1E0

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the corporate seal of such party has been affixed hereto in the presence of its duly authorized office this day of , 20 .

**THE CORPORATE SEAL OF REGIONAL DISTRICT
OF BULKLEY-NECHAKO**

**THE COMMON SEAL OF BRITISH COLUMBIA
TRANSIT** has been hereto affixed in the presence of:

PRESIDENT & CEO

CORPORATE SECRETARY

SCHEDULE "A"

TRANSIT SERVICE AREA

The boundaries of the Transit Service Area shall be defined as follows:

The boundaries of the Bulkley-Nechako Transit Service Area shall be the corporate boundaries of the Regional District of Bulkley-Nechako and the major travel corridors within the municipal boundaries of the City of Prince George.



13 MEMORANDUM

To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: March 1, 2017
Re: Building Inspection Service to the District of Vanderhoof

INTRODUCTION:

The District of Vanderhoof has recently requested that the Regional District of Bulkley Nechako (RDBN) provide building inspector service to Vanderhoof for the months of March and April 2017 while they find a replacement building inspector.

This report discusses this request and recommends that the services be provided as outlined in the attached agreement.

DISCUSSION:

Given the limited building activity this time of year it is anticipated that the RDBN building inspectors can undertake the additional work without a significant impact on the 2017 work plan. The most notable impact will be on the process to follow up on outstanding or expired permits, which is undertaken during the winter months.

It is noted that building inspector workload typically increases in May as people prepare for spring building projects. Therefore, continuation of the service into the spring and summer would have an impact on building inspection service to the rural areas and municipalities under long term contract. If the District of Vanderhoof is not able to retain a building inspector, and request continuation of the service beyond April 2017, staff will evaluate the existing situation and report to the Board with recommendations.

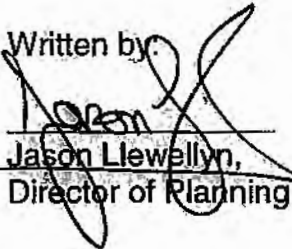
The attached agreement is similar to that used in 2013 when the RDBN last provided building inspection service to the District of Vanderhoof. The agreement calls for the District to cover the cost of the Chief Building Inspector's salary including benefits and payroll taxes, and overtime and travel costs (which are expected to increase marginally).

The RDBN provided similar service to the District of Vanderhoof for 2 months in 2013, and to the Town of Smithers for 6 months in 2010.

Recommendation

That the Regional District Board authorize the RDBN entering into the agreement with the District of Vanderhoof for the provision of building inspection services for the months of March and April 2017, as outlined in the March 1, 2017 staff report from the Director of Planning.

Written by:


Jason Lewellyn,
Director of Planning

March 3, 2017

Tom Clement
Chief Administrative Officer
160 Connaught Street, Box 900
Vanderhoof, BC
V0J 3A0

RE: Agreement for the Regional District of Bulkley-Nechako's provision of Building Inspection Services to the District of Vanderhoof for the month of March and April 2017.

The District of Vanderhoof has requested that the Regional District of Bulkley-Nechako (RDBN) provide Building Inspection Services to the District of Vanderhoof (District) from March 6th to April 28th, 2017.

This letter, once signed by both parties, forms an agreement regarding the manner and terms by which the RDBN shall provide Building Inspection Service to the District of Vanderhoof for the Month of March and April, 2017. Please sign this document and return it to the RDBN for our signature.

The parties, as independent jurisdictions, agree that the RDBN shall provide Building Inspection Service to the District for the benefit of both the RDBN and District. This Agreement forms a contract between the RDBN and District, with the RDBN being the contractor for the District. The Building Inspectors for the RDBN shall be representatives of the District during the course of their duties under this Agreement, and all terms of the Local Government Act and the Community Charter respecting building inspection shall apply.

1. The District of Vanderhoof will pay to the RDBN costs associated with the Building Inspectors mileage (\$0.54 per km), meals (lunch \$20, dinner \$30) and time spent while providing Building Inspection Service to the District of Vanderhoof. The rate for the Building Inspectors (wage plus benefits, payroll tax, etc.) is \$64.28 per hour (plus any overtime costs resulting from the District of Vanderhoof work). The mileage and meal costs will be charge out at on a percentage basis based on the number of inspection undertaken. For example, if the building inspectors undertook 6 inspections on a trip and 3 of the inspections were for the District the District would be responsible to cover 50% of the cost of meals and 50% of the mileage costs for that day.

2. Copies of the relevant information from the files will be copied to allow the Inspectors to bring this information to the Regional District of Bulkley Nechako office to work on those files.
3. The Building Inspectors may book their own inspections. This allows the Inspectors to better time their inspections based on the type of inspection and their estimate of time required. To book an inspection, builders should call the Regional District of Bulkley Nechako toll-free number and they will be put through to the Inspector, or be given his cell phone number. The Inspectors will work with the District to report back on the inspections booked if necessary.
4. "Building Inspection Service" means performing the role of the building inspector in relation to Division 8 of the *Community Charter*. For the purposes of this agreement the "Building Inspection Service" includes only the following:
 - (a) Receiving and reviewing applications for permits under the Building Bylaw;
 - (b) issuing permits;
 - (c) carrying out building inspections;
 - (d) issuing stop work orders and correction notices as necessary;
 - (e) reporting unresolved Building Bylaw violations to the District;

"Building Inspection Service" does not include:

 - (a) processing permit renewal applications;
 - (b) following up on apparent Building Bylaw violations and lapsed permits;
 - (c) handling requests from members of the public to review or obtain copies of the contents of building inspection files, including requests under the *Freedom of Information and Protection of Privacy Act* (British Columbia).
5. The RDBN shall be responsible for the following.
 - (a) Providing Building Inspection Service for the area incorporated as the District of Vanderhoof from the RDBN office.
 - (b) Providing the Building Inspection Service according to the bylaws of the District and in accordance with accepted procedures established by the Director of Planning, CAO, or designate of the RDBN.
 - (c) Designating the Director of Planning, Building Inspector, and Chief Administrative Officer for the RDBN as the sole contacts with District staff with respect to the provision of Building Inspection Service.
6. The provision of Building Inspection Service, and the RDBN's responsibilities under this agreement are limited by the availability of the RDBN Building Inspectors to undertake the work. The Building Inspector's priority shall be to meet their obligations as Building Inspectors for the RDBN rural area, and the municipalities for which the service is provided under long term contract.

7. The District shall be responsible for the following.
 - (a) Designating the Building Inspectors for the RDBN by Council as building inspectors for the municipality and as persons to enforce the Building Bylaw as authorized agents under Section 16 of the *Community Charter*.
 - (b) Designating the Chief Administrative Officer for the District as the contact with RDBN staff with respect to the provision of Building Inspection Service.
 - (c) Providing confirmation to the Building Inspectors that all necessary reviews and approvals associated with community plans, development permits, zoning bylaws, and municipal service information are provided with each Building Permit application on an ongoing basis as necessary. The District shall also provide all required interpretation and administration of these bylaws and documents associated with the provision of the Building Inspection Service on an ongoing basis.
 - (d) Dealing with any enforcement action.
 - (e) Building Permits, and required Building Permit fees calculated by the Building Inspectors in accordance with the District's fee schedule, shall be made to and collected by, the District.
8. The RDBN will provide the Building Inspection Service in accordance with RDBN procedure unless a specific request for an alternative procedure is made by the District. The RDBN may require this request in writing.
9. In the event of the absence of staffing levels necessary to provide the Services the RDBN may not be required to provide Building Inspection Service until adequate resources are available. The RDBN shall make all reasonable efforts to ensure that required staffing levels are provided.
10. The District Mayor or Councillors shall not contact the Building Inspectors regarding Building Inspection Services.
11. The District shall reimburse the RDBN for any deductible amount that the RDBN is obliged to pay in relation to a claim arising from services provided within the municipality.
12. The District shall reimburse the RDBN for any damages award or portion thereof that actually results from a claim and that is not covered by the RDBN's errors and omissions insurance.
13. The District shall reimburse the RDBN for any staff costs actually incurred by the RDBN in dealing with a claim arising from services provided within the municipality.
14. This Agreement shall endure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.
15. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia. Nothing in this Agreement shall negate or fetter the legal authority of either party.

16. Either party may terminate this Agreement by delivering to the other party written notice, a minimum of 5 days in advance of the termination date.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals on the day and year written.

The Corporate Seal of the RDBN was affixed hereto in the presence of:

Chairperson

Chief Administrative Officer

Date: _____

The Corporate Seal of the DISTRICT OF VANDERHOOF was affixed hereto in the presence of:

Mayor

Chief Administrative Officer

Date: _____



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Agricultural Land Commission
133-4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

Date February 6, 2017

Reply to the attention of Gordon Bednard
ALC file # 46105

Regional District of Bulkley Nechako
37, 3rd Avenue,
PO Box 820
Burns Lake BC
V0J 1E0

RECEIVED
FEB 17 2017
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Attention: Maria Sandberg, Planner

Re: Burns Lake Rural and Francois Lake (North Shore) OCP Review – Bylaw 1785-2016

The Agricultural Land Commission (the “Commission”) is in receipt of correspondence regarding the above plan review, and would like to thank the Regional District for this opportunity to review and comment. The Commission appreciates that this is not a complete re-write of the OCP, but mainly an update to the existing plan.

Firstly, the Commission would like to express its appreciation to the Regional District for its incorporation of comments made by Roger Cheetham with regard to corrections and suggested changes made to the 2009 version of the OCP. The following comments deal mainly with the Land Use Designation policies concerning agriculture (Section 3.1) and provide some more detailed description/definition of Agriculture.

Section 3 – Land Use Designation Objectives and Policies

3.1.2(1) – suggested re-wording... “Agriculture, grazing and other farm uses as defined in the ALC Act, and ALR Regulation will be permitted.”

3.1.2(2) – “Silviculture and aggregate extraction practices as permitted under ALR Regulations or by an Order of the Commission, and that restore the land...”

3.1.2(3) – The Commission supports increasing the MLS to 30-50 ha in order to be consistent with other ALC Zone 2 lands in adjacent Regional Districts.

- The second sentence in this section negates the force and effect of the first statement and it is suggested it not be added here. It is difficult to imagine a situation where the creation of small lots in a rural agricultural area could not have a negative effect on surrounding farm operations.

3.1.2(4) – add “...and allowed by the ALC...” between “Plan area” and “must minimize”.

3.1.2(6) – This subsection appears to have been removed or misplaced? Should the subsections be re-numbered?

3.1.2(7) – If the RD is basing its support “solely” on arability, it may wish to consult the Ministry for a suggestion as to what level of arability would be an appropriate standard.

3.1.2(10) – Add “Regulations” following the word “Reserve”.

3.2.2(10) – Unless it has been determined that these small lots near the Francois Lake ferry terminal are exempt from the ALC Act and Regulations under Section 23 of the Act, the zoning should reflect agricultural use and not Commercial.

Section 4 - General Application Objectives and Policies

4.5.2(4) – Burns Lake Airport. The Commission has considered a number of applications for facilities associated with the Burns Lake airport, most recently in 2008 when the Commission approved construction of a terminal building and hanger. The Commission believes it has the jurisdiction required to consider such activities within the ALR and looks forward to working with the Regional District, the Village of Burns Lake and the airport society on future airport related projects.

Section 5 – Mapping Designations

5.2 Agriculture - Some of the listed land uses would require approval from the Commission by way of application (veterinary clinics and some home based businesses). In order to alleviate any confusion on the part of the reader of the Bylaw, it may be advisable for the Agriculture designation to be split into two – AG1 for lands within the ALR where land use must be consistent with the ALC Act and Regulations, and AG2 for all other lands designated agriculture.

5.2 Parks and Recreation – Agriculture should be acknowledged as the primary or priority use for areas in the ALR and Parks and Recreation lands should not be designated in the ALR unless the proposed use is consistent with the ALR Regulations or prior approval of the Commission.

6.4 (2) Agricultural Land Commission - please replace the term "viability" with "capability". Viability contains too many variables (including the knowledge and skill of the farm operator) to be considered as objectively measurable.

Again, thank you for this opportunity to comment on the OCP review. I trust the above will be of assistance going forward. If you have any questions regarding this correspondence, please contact Gordon Bednard directly.

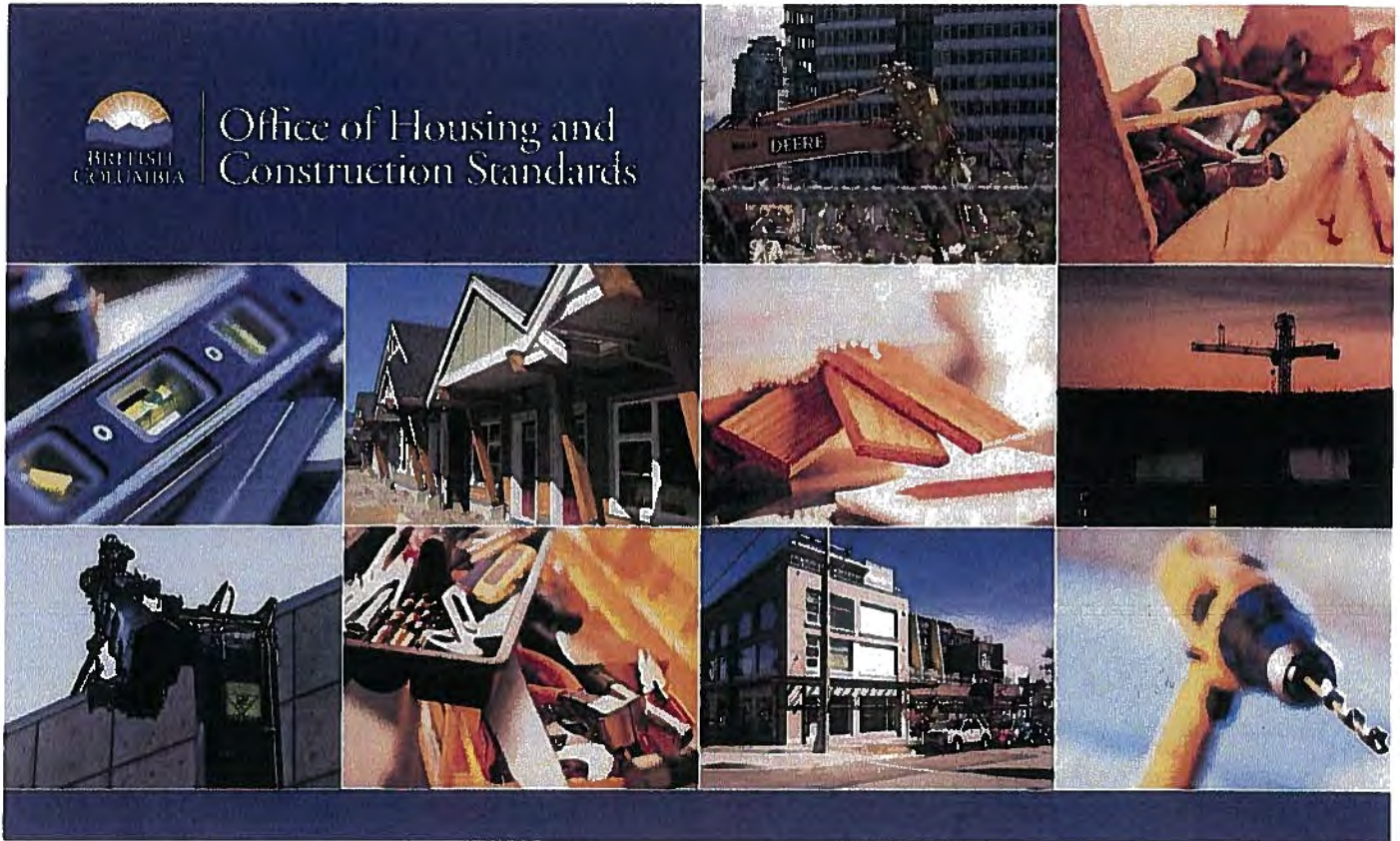
Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:


K Grout, Chief Executive Officer

cc: Vice Chair Dave Merz
Regional Agrologist John Stevenson



What Building and Plumbing Officials Need to Know about the *Building Act*

SHORT Section B2 of the *Building Act* Guide

February 2017



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1. About this Guide

In spring 2015, the Province passed the *Building Act*, the first Act dedicated solely to building and construction.

This guide, the short version of the B2 *Building Act* guide, explains how the *Building Act* affects building and plumbing officials, and provides an overview of the new qualification requirements for these occupations. For complete details, please refer to the full B2 guide available [online](#).

This guide may be updated over time; the most current version will always be available on the *Building Act* [website](#). The information provided here is for guidance only and is not a substitute for provincial legislation. It is not legal advice and should not be relied upon for that purpose.

2. Introduction: New Qualification Requirements

Under the *Building Act*, building officials (including plumbing officials) will need to be qualified if they work for a local government or any other local authority and make decisions about compliance with the BC Building Code or other provincial building regulations. The *Building Act* marks the first time provincial qualifications have been *required* for these occupations. The new qualification requirements support the professionalism of building officials and will improve consistency in how the BC Building Code is interpreted, applied, and enforced.

In the *Building Act* and in this guide, the term 'building official' includes anyone who makes a decision for or on behalf of a local government on whether a matter conforms to a provincial building regulation, regardless of job title.

To be considered qualified, building officials will have to:

1. Be a member in good standing of the Building Officials' Association of British Columbia (BOABC);
2. Pass exams according to the level of their responsibilities;
3. Undertake annual continuing professional development (CPD);
4. Be entered in the register of qualified building officials; and
5. Pay an annual fee to the administrative authority and submit an annual report to the registrar.¹

Building officials employed by or under contract to the City of Vancouver do not need to meet the qualification requirements as the *Building Act* does not apply in Vancouver.

2.1 When the Qualification Requirements Take Effect

The transition period for the qualification requirements starts on February 28, 2017, when the requirements come into force. From that date, the qualification requirements take effect in two steps over four years:

- On or before August 28, 2017 (i.e., within six months of February 28, 2017), building officials must become members of the BOABC; and

¹ *Building Act* sections 11 (1) and 13.



- On or before February 28, 2021 (i.e., within four years of February 28, 2017), building officials must pass the requisite exams for the class/scope of practice at which they work and be entered in the register of qualified building officials.

The annual fee must be paid when a building official is entered into the register. The requirements to earn CPD points and submit an annual report will begin to apply on December 31 of the year a building official is first entered into the register.

2.2 Delegation of Administrative Authority

The *Building Act* enables the Minister who is responsible for the Act to enter into an agreement with an external organization to administer the qualification requirements. The Minister has selected the BOABC to be the administrative authority, due to their existing role as the professional association for building officials, their linkages to the Alliance of Canadian Building Officials' Association (ACBOA), and their expertise in building official education and qualifications. Indeed, many of the qualification requirements under the Act are similar to the requirements in the voluntary certification programs already established by the BOABC for building officials, and by the Plumbing Officials' Association of BC (POABC) for plumbing officials. The BOABC will continue to offer the certification programs (for both building and plumbing officials) after becoming the administrative authority for the building official qualifications established under the *Building Act*.²

3. Who Must be Qualified

Any individual who decides whether a matter conforms to a provincial building regulation on behalf of a local government must be either qualified or exempt from the qualification requirements (see Section 3.2 below). In a decision, an individual exercises informed judgement which typically results in the approval or rejection of:

- An aspect of building plans;
- An application for a building permit or occupancy permit; or
- An aspect of construction that is being reviewed.

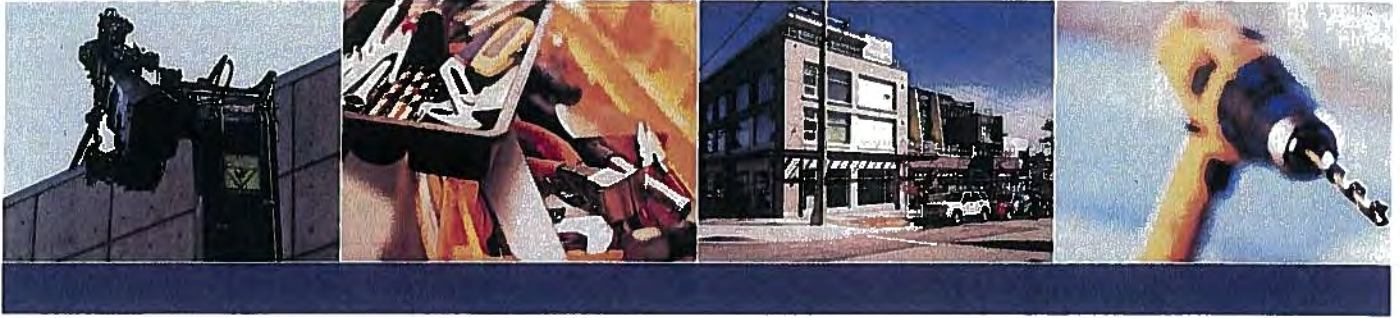
The *Building Act* does not define 'building official.' A building official under the Act could be a plan checker, a building inspector, a plumbing inspector, or even someone working in the fire or any other department within a local government. The need for qualification is based on whether a local government employee or contractor makes decisions about compliance with the BC Building Code or other provincial building regulations; those who do must be qualified, regardless of job title.

Those who make decisions about post-occupancy compliance with the BC Fire Code do not need to meet the qualification requirements for building officials.

What is a provincial building regulation?

A 'provincial building regulation' includes all three Divisions of the BC Building Code, referenced standards, and referenced codes. It also includes any other provincial building regulations, and the standards and codes they reference. A provincial building regulation does not include technical or administrative requirements found in local bylaws.

² The Plumbing Officials' Association of British Columbia has passed a resolution to take steps to dissolve as an entity after the qualification requirements come into force in 2017. Once it dissolves, the BOABC will operate the certification program for plumbing officials as well as for building officials.



3.1 Classes of Building Officials and Scopes of Practice

The *Building Act* allows the Minister to establish different classes of building officials with different scopes of practice. Different classes enable different types of expertise to be recognized. Scopes of practice define the limitations, if any, on the matters for which an individual in a specific class may make Code compliance decisions.

The classes are broadly modelled on the levels in the voluntary certification programs administered by the BOABC and the POABC, with some modifications to the scope of practice. Please see the full B2 guide for complete details of the classes and scopes of practice. The Act enables the Minister to specify additional classes if needed. Exam requirements for the classes will be modelled on the exam requirements for the BOABC's and POABC's certification programs.

	Class of Building Official Under the <i>Building Act</i>	BOABC or POABC Certification Level	Exam Requirements for Qualification under the <i>Building Act</i>
Building	Building Level 1 Class	Level One (1) (one and two-family dwellings)	BOABC Level I Exam 1 BOABC Level I Exam 2
	Building Level 2 Class	Level Two (2) (all Part 9 buildings)	BOABC Level II Exam 5 BOABC Level II Exam 6
	Building Level 3 Class	Level Three (3) (all buildings)	BOABC Level III Exam 7 BOABC Level III Exam 8 BOABC Level III Exam 9 BOABC Level III Exam 10
Plumbing	Plumbing Level 1 Class	Level 1 (residential and light commercial construction)	POABC Level 1
	Plumbing Level 2 Class	Level 2 (more complex commercial, industrial and high-rise construction)	POABC Level 2

3.2 Individuals Exempt from the Qualification Requirements

Some individuals are exempt or temporarily exempt from the building official qualification requirements:

- Those registered and licensed as an architect by the Architectural Institute of British Columbia (AIBC).
- Those who are members of and registered as Professional Engineers with the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC), or are APEGBC members holding a limited licence whose scope of practice includes consulting on building regulations.
- Those already required to hold qualifications under the *Safety Standards Act*.
- Those making decisions about the fire prevention and response matters, or fire suppression matters, listed in the *Building Act* General Regulation. This is a temporary exemption pending further work by the Province to develop qualifications for these matters.



4. The Registrar and the Register of Qualified Building Officials

The registrar is the person designated by the Minister to maintain the official list—or register—of who is qualified in B.C. as a building official under the *Building Act*. The Minister has designated Derek Townson, the Executive Director of the BOABC, as the registrar for a five-year term ending February 28, 2022.

4.1 Administrative Penalties

The registrar has authority to impose administrative penalties on building officials and local governments. If imposed, administrative penalties can be appealed, first informally to the registrar and subsequently to the Safety Standards Appeal Board.

5. How Certified Building and Plumbing Officials Are Affected

Building or plumbing officials who hold an up-to-date level of certification under the BOABC's or the POABC's certification programs can request to be entered in the register of qualified building officials at the equivalent class without taking additional training or exams. For example, a BOABC-certified level 2 building official can apply to be entered in the register as a qualified building official level 2 class; a POABC-certified level 1 plumbing official can apply to be entered in the register as a qualified plumbing official level 1 class. If a building or plumbing official needs or wants to be qualified at a higher or different class than their current certification level, they will need to pass the exam(s) for that class.

Practicing building and plumbing officials may apply to be entered in the register of qualified building officials at any time during the transition period, but must ensure they are entered by February 28, 2021 (when the transition period ends).

6. For More Information

Please read the full B2 guide – *What Building and Plumbing Officials Need to Know about the Building Act* – available [online](#).

For *Building Act* questions contact:

Building and Safety Standards Branch
Office of Housing and Construction Standards
PO Box 9844 Stn Prov Govt
Victoria, British Columbia - CANADA - V8W 9T2
Email: Building.Safety@gov.bc.ca | Website: www.gov.bc.ca/buildingact

For questions about the new qualification requirements or for the registrar, contact:

The Building Officials' Association of British Columbia (BOABC)
Suite 145 - 10451 Shellbridge Way
Richmond, British Columbia, CANADA - V6X 2W8
Phone: 604-270-9516 | Email: info@boabc.org | Website: www.boabc.org



**REGIONAL DISTRICT
of Fraser-Fort George**

1967-2017 50 years of building strong communities

You are invited

*Regional District of Fraser-Fort George's
50th Anniversary Celebration*

Wednesday, March 8

4:30 – 6:30 pm

Program begins at 5:15 pm

155 George Street, Prince George, BC

*Celebrate with us as we take a look back over the past 50 years
and recognize the people, the places and the programs that have
helped shaped our region over the last half century.*

Light refreshments will be served.

RSVP to Dayna Hegel
dhegel@rdffa.bc.ca
250-960-4415