



# Safety Codes Council

## MINUTES OF THE FIRST FIRE SUB-COUNCIL MEETING OF 2020

- DATE:** January 23, 2020
- TIME:** 9:07 a.m. to 2:30 p.m.
- LOCATION:** Safety Codes Council Office, Edmonton
- PRESENT:** *Sub-Council Members*  
Michael Bos, Chair  
Cameron Bardas  
Allan Blatz  
Joseph Davis  
Robbin Foxcroft, Vice Chair  
Mark Heiderich  
Cammie Laird  
Hunter Langpap  
Gary Mayorchak, Vice Chair  
Stephen Suen  
Jim Robinson  
Marc Royer  
Chris Taylor
- Safety Codes Council*  
Allison Karch, Kathryn Derkach, Jennifer Johnson  
Susan Rossmann and Erin Stroud (for item 4.8 only)  
Brian Alford (for items 4.8, 4.5.2 only)
- Alberta Municipal Affairs*  
Tina Parker, Cindy Yan, James Orr (at 10:15 a.m.)
- REGRETS:** Mario Poser
- GUESTS:** Corey Klimchuk, BSC Liaison; John Penzo, Accredited Corporations;  
Jesse Acott and Karen Farina, City of Edmonton (for item 4.1 only)
- RECORDER:** Kathryn Derkach
- 2020 MEETINGS:** March 26, May 13, September 10, November 19

## 1. Meeting Opening

The Chair called the meeting to order at 9:07 a.m. A round table introduction was held.

### 1.1 Agenda Adoption

The following items were added to the agenda:

- 4.7 Follow up review of NRC Public Review – Taylor
- 4.8 Governance Presentation - Rossmann

**Robbin Foxcroft / Marc Royer moved that the agenda be adopted, as amended; CARRIED**

### 1.2 Agenda of the November 14 Minutes

**Robbin Foxcroft / Mark Heiderich moved to adopt the minutes of the November 14, 2019 meeting, as circulated; CARRIED**

## 2. Matters for Decision

### 2.1. Skills Matrix

To complete the skills matrix, the Municipal Districts and Counties industry segment skills were reviewed. It was suggested to align these skills with the Urban Municipalities industry segment.

The Council staff will make these adjustments.

[Council Administration]

### 2.2 Appointment of Richard Friesen to represent the Building Officials industry segment

**Robbin Foxcroft / Chris Taylor moved to go in camera; CARRIED**

The appointment of Richard Friesen was discussed.

**Marc Royer / Cameron Bardas moved to come out of camera; CARRIED**

**Robbin Foxcroft / Chris Taylor moved recommend to the Board the appointment of Richard Friesen to the Fire Sub-Council to represent the Building Officials industry segment for a term ending January 31, 2023, effective immediately; CARRIED.**

## 3. Review Matters Arising/Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	Qualified Persons Registry (E.2.06.11)	Communicate status of registry	Nov 23/16	Orr	Ongoing
2.	CSA B52 Clarification	There is uncertainty about which discipline is responsible for enforcement of maintenance provisions in CSA B52 and it was requested that this be brought to the inter-department working group.	May 14/19	Orr	Ongoing

3.	Exiting to a Public Thoroughfare	The Building Liaison will bring this item to the Building Sub-Council at their next meeting and request that a response be provided from the BSC Chair.	Nov 14/19	Taylor/ Gratton	Item 4.4 on agenda.
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## 4. Matters for Discussion

### 4.1. Cannabis Extraction Presentation

Jesse Acott from the City of Edmonton presented some of the issues the City is dealing with on cannabis extraction.

Highlights from this presentation included:

- The City of Edmonton has developed a cannabis guide for production, harvesting and extraction.
- There have been two explosions caused by butane hash oil extraction by individuals doing this process illegally.
- When the Federal Government issues a permit for medicinal use, they include recommendations to comply with local codes and standards but don't stipulate that local codes and standards must be followed.
- The City would like the federal permits to change from recommending compliance to requiring that local codes and standards be followed.
- It was clarified that the intention of this change is to keep everyone safe, not hinder people from growing cannabis for medicinal purposes.
- There is a lack of awareness that local permits may be required to do the renovations/updates required for these residential growth operations.
- There is no way for the City to identify who is receiving a federal permit, so there is no way to follow up to ensure compliance with local codes and standards.

Discussion around this presentation included:

- If someone was doing these renovations for purposes other than cannabis, they would need the proper local permits.
- The City of Edmonton can only do complaint-based inspections, of which there have been six.
- The City of Calgary has had one fatality caused by an explosion from illegal cannabis extraction.
- Another complication is added by the provision of the federal permit stating someone else can grow cannabis on the patient's behalf.
- Edmonton has been chosen for the Cannabis Control Canada symposium in June.

### 4.2. Fire Variances

A document was included in the portal with the fire variances submitted to the Council. It was noted that the information included in the document is all the information that was received from AJHs. There was consensus that this information was valuable to see the various trends in the industry but more review was necessary before any work could be done.

All members were asked to review the document for the next meeting.

[All]

## 4.3 Working Group Reports

### 4.3.1. Breweries / Distilleries

The working group final report and supporting documents were included in the portal. Highlights of the report included:

- It was established early in the group's work that 'micro' breweries were not a pressing safety concern so focus was placed on distilleries.
- The STANDATA has not been drafted by the working group, but supporting documents have been created to give guidance and direction for the STANDATA.
- The key assumptions the group worked with were included in the report.
- Industry wants consistency in the way AHJ's are dealing with distilleries.
- Many distilleries could meet the building code requirements, which have more flexibility, but the fire code is more restrictive.
- The industry guide is meant to be a resource to those starting a distillery.

One key issue for industry was a lack of timely information about safety code requirements for prospective distillers. An industry guide was created, which contains basic steps for opening a distillery presented in a chronological fashion to help ensure that code requirements are considered prior to securing a location, as some locations may never be able to meet code. A draft of this document was included in the portal.

A document outlining all the building, fire and electrical code requirements that are relevant to distilleries was included in the portal. This document gives background information for the classification of distilleries. It was noted that most craft distilleries will need alternative solutions because of the desire for a tasting room next to the distilling operations.

A document was included in the portal that explains fire risk indexing and how it can be used to develop an alternative solution that would allow an F1 high hazard occupancy (i.e. the distillery) to be adjacent to an assembly occupancy (i.e. the tasting room, restaurant, or bar). Specifically, the Dow Fire & Explosion Index was used. It was explained that risk indexing provides a quicker, less costly way to assess risk than a full quantitative risk analysis, but professional involvement would still be required.

The Administrator will further discuss this topic with the Building and Electrical Administrators and provide an update at the next meeting. [Parker]

#### **Hunter Langpap / Gary Mayorchak move to recommend:**

- **That Municipal Affairs issue a joint Building, Fire and Electrical STANDATA based on the content provided by the working group which highlights the applicable Building, Fire and Electrical code sections which apply to distilling.**
- **That Municipal Affairs include in the STANDATA a clear interpretation that all distilleries shall be categorized as F-1 High Hazard Industrial major occupancy classification, and that all relevant code requirements for this major occupancy type shall apply.**
- **That Municipal Affairs include in the STANDATA a "road map" to Alternative Solution using the DOW F&EI Risk Index to address prohibition of occupancy combinations.**

- **That Municipal Affairs support that a link to the Alberta Craft Distillers Association's 'Industry Guide' be placed on the Safety Codes Council website. CARRIED.**

#### **4.3.2. Occupant Load**

A written report was included in the portal, however the group has since met and an update further to the report was given.

The working group has shifted its focus to proposing revisions to the existing STANDATA on occupant loads rather than a code change request. It was decided that the best path forward in the short term is to provide clarity through the STANDATA, since there is a sense of urgency for some AHJs and building owners for this guidance. It was noted that the group may work on code change proposals in the context of harmonization with national codes once the STANDATA revision is complete.

The group will continue with this new focus and bring proposed changes to the STANDATA to FSC at a future meeting.

#### **4.4. BSC Liaison Report**

The BSC Liaison reported:

- NRC released further proposed code changes to the NBC and NECB for public comment. Changes were assigned to each member for review and will be discussed at the next meeting.
- Presentations were given on:
  - the Grenfell Tower fire findings and risk assessment tools.
  - Pre-engineered solutions for thin masonry veneers.
- Exiting to a public thoroughfare was discussed.
  - It was requested that AMA provide a clear definition for the term 'access'.
- Sprinklers in residential occupancies presentation
  - The proponent requested that the BSC form a working group to develop a building code change proposal regarding trade offs for sprinklers in Part 9 buildings and BSC decided to form the working group.
  - The BSC invited the FSC's involvement with this working group.
  - **Chris Taylor / Cammie Laird moved to request membership on the Building Sub-Council working group for sprinklers in residential occupancies; CARRIED.**
  - It was noted that Cammie Laird volunteered for this working group.
- Farm buildings presentation
  - There's confusion around farm buildings and when they are exempt from building permits.
  - It was noted that this issue may come to FSC as some point.
  - There was concern from FSC that fire services still respond to calls from these buildings that are unpermitted and potentially unsafe.

#### 4.5. Administrator/AMA Report

The Administrator reported:

- The Safety Tips sheets have been updated on the Safety Codes Council website.  
<http://www.safetycodes.ab.ca/Public/Pages/Safety-Tips.aspx>

James Orr, Director, Standards Development & Fire Commissioner, reported:

- The Government is going through reductions and reorganizations.
- The Public Safety Division has been renamed the Technical and Corporate Services division with a new Executive Director, Jim Rivait.
- The Office of the Fire Commissioner has gone through changes
  - James Orr is now the Fire Commissioner, in addition to his director role
  - The functions that the OFC performed fall under the Technical and Corporate Services division and the title of OFC will no longer be used.
  - AMA fire discipline staff will not be working in accredited areas except by invitation or extraordinary circumstance.
  - The ceremonial components will be greatly reduced.
  - Public education is under review with a focus on being more strategic
- The work that was done by the OFC is under review and there will be stakeholder engagement, including with the FSC, to help guide work done within the fire discipline in the future.
- Any suggestions should be directed to the Fire Administrator and Director.

Group discussion about these changes included:

- Statistics on Provincial fire investigation reporting
- It was suggested that integration with the National Fire Database be considered to help use data to inform and justify code changes
- Training and certification that the OFC formerly looked after
- Structural protection units and sprinkler trailers
- Incident reporting

#### 4.6. Council Updates

A written report was included in the portal and updates were provided on:

- The process for 'in-camera sessions' and clarification that any motions made during those sessions must be made out of camera and recorded in the minutes.
- Allison will be on maternity leave starting in March. Please remember to include Kathryn on all emails going forward.
- There are number of member training sessions coming up, please contact Gerry to register:
  - New Member Orientation – March 5
  - Effective Meetings Workshop – March 23
  - Appeals Training – March 24
- Registration for Conference 2020 will open for sub-council members only in February. Please be sure to register before the end of February to guarantee a room at the Rimrock. Any registrations received after that may be at a different hotel.
- Reminder to submit any outstanding 2019 expense claims.

#### 4.7. Follow Up Review for NRC Code Review

It was reported that the second public review for the National Fire Code published by the NRC is open until March 13, 2020. There are two major changes to review: updates to the reference standards and changes to farm buildings.

It was decided that the Code Review Working Group will review the proposed changes and create a summary to send to FSC members for review. [Taylor]

It was requested that members review the summary and send comments back to the working group Chair by February 14. If there are any comments to discuss, a conference call will be arranged. [All]

#### 4.8. Governance Presentation

Susan Rossmann, Manager of Stakeholder Relations, gave a presentation on the sub-council governance review findings. Highlights of the presentation included:

- Overall, the feedback was positive with some suggestions for improving processes, some of which have already been implemented.
- Two major issues were identified:
  - It was found that the TCC was meeting too infrequently and the technical expertise at the table wasn't always sufficient to effectively address issues.
  - There are two working groups that are functioning as sub-councils but don't have the governance structure or oversight that sub-councils do: the PSDS working group (Plumbing Sub-Council) and AEUC working group (Electrical Sub-Council).
- The Board has made the recommendation to dissolve the TCC and create two new sub-councils. These recommendations would be implemented through a bylaw change, which is being presented at the AGM in May. To ensure communication among sub-councils is maintained, the Council will continue work on improved reporting systems and processes between sub-councils:
  - Liaisons
  - Joint working groups
  - Working group report templates
  - Quarterly reports
  - Two-week agenda package posting

There was discussion around communication between chairs. It was noted that Council staff are available to assist with this type of communication, chairs can always reach out to other chairs directly, and communication also takes place through sub-council liaisons and quarterly reports on sub-council activities.

It was clarified that the flow of recommendations would be from the sub-council to the Board of Directors and then to the Minister, if applicable, and that recommendations will receive "sober second thought" through staff, the CEO, the Board, and Municipal Affairs, as well as through earlier involvement with other affected sub-councils. It was questioned and reported that the TCC voted against a recommendation that came from a sub-council one time in the past ten years.

It was noted that the Council is always open to feedback on these proposals and sub-council members were encouraged to give feedback on the new reporting and communication processes

as well. If members have any further questions or feedback, contact Susan at [susan.rossmann@safetycodes.ab.ca](mailto:susan.rossmann@safetycodes.ab.ca).

## **5. Meeting Finalization**

### **5.1. Round Table**

- Grace O'Brien is stepping down from her role as public member on the FSC and she was thanked for her service on the sub-council.
- It was decided that a letter be drafted and sent to the former Fire Commissioner thanking him for his years of service. [Bos / Council Administration]

### **5.2. Next Meeting**

The next meeting was reconfirmed for March 26, 2020 at the Council office at 9:00 a.m.

### **5.3. Meeting Adjournment**

The meeting was adjourned at 2:30 p.m.



– NEW ACTION ITEMS –

**2.1. Skills Matrix**

The Council staff will make these adjustments. [Council Administration]

**4.2. Fire Variances**

All members were asked to review the document for the next meeting. [All]

**4.3.1. Breweries / Distilleries**

The Administrator will further discuss this topic with the Building and Electrical Administrators and provide an update at the next meeting. [Parker]

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**– MOTIONS –**

**1.1 Agenda Adoption**

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**CARRIED.**

**4.4. BSC Liaison Report**

**Chris Taylor / Cammie Laird moved to request membership on the Building Sub-Council working group for sprinklers in residential occupancies; CARRIED.**

**– WORKING GROUP MEMBER LISTS –**

<b>WORKING GROUP</b>	<b>WORKING GROUP MEMBERS (<u>Chair</u>)</b>
Occupant Load Joint Working Group (BSC)	<b><u>Cameron Bardas, Bruce Schultz</u></b> Mike Bos, Gary Mayorchak, Stephen Suen, David Flanagan, Corey Klimchuk, Darin Sceviour Industry Representative: Heath Wright
Breweries and Distilleries Joint Working Group (BSC)	<b><u>Ulrik Seward, Hunter Langpap</u></b> Cameron Bardas, Corey Klimchuk, Andy Smith Industry Representatives: Brad Smilie, Alberta Craft Distillers Association; Ross Alger, Alberta Craft Distillers Association; Glenn Baxter, Calgary Fire Department; Mohammadreza (Reza) Joodaki, Calgary Fire Department, Bryce Parsons, Bearhill Brewing