



**MINUTES OF THE  
FOURTH FIRE SUB-COUNCIL MEETING OF 2018**

**DATE:** September 13, 2018

**TIME:** 9:00 a.m. to 1:55 p.m.

**LOCATION:** Safety Codes Council Office, Edmonton

**PRESENT:** **Sub-Council Members**  
Michael Walker, Chair  
Michael Bos  
Joe Davis  
Robbin Foxcroft, Vice Chair South  
Cammie Laird  
Hunter Langpap  
Gary Mayorchak, Vice Chair North  
Mario Poser  
Stephen Suen  
Chris Taylor

**Safety Codes Council**  
Allison Karch, Danielle Paradis  
Tyler Wightman and Cecil McDonagh (for code update discussion)

**Alberta Municipal Affairs**  
Tina Parker, Keven Thomson, Liz Gillean, Charlene Campo, James Orr

**REGRETS:** Cameron Bardas, Allan Blatz, Grace O'Brien

**RECORDING SECRETARY:** Sandi Orr

**2018 MEETINGS:** November 22

Prior to the start of the meeting, a tour of the Council's new office was provided. Safety and evacuation procedures were explained.

## **1. Meeting Opening**

The meeting was called to order by the Chair at 9:10 a.m. and a round table introduction was held.

### **1.1. Agenda Adoption**

The following revisions were made to the agenda:

- 2.3. Letter Ballot 03-18 – Proposed amendments to Fire Code Regulation and Permit Regulation) was added
- 4.1. Building Code as it relates to Fire Code – presentation was cancelled

**Joe Davis / Robbin Foxcroft moved to adopt the agenda, as amended, with a flexible order of business; CARRIED**

### **1.2. Adoption of May 10, 2018**

**Gary Mayorchak / Chris Taylor moved to adopt the minutes of May 10, 2018, as presented; CARRIED**

## **2. Matters for Decision**

### **2.1. Draft STANDATA for Review**

#### **2.1.1. Fixed Fire Suppression & Exhaust Systems – Cooking and Cleaning**

The redrafted Interpretation STANDATA was included in the portal and reviewed. On page 8, under the question ***“Are there requirements for interconnection of exhaust, suppression, fuel/energy and fire alarm systems?”***, the wording from NFPA 96-8.2.3.1. will replace the first sentence to the answer.

On page 3, it was questioned if additional wording was needed. It was noted that an additional ~~wording~~ pictures could be added for clarification.

This STANDATA will come forward again after the new code is adopted, so any issues could be addressed at that time.

**Gary Mayorchak / Michael Bos moved to support the publishing of the Fixed Fire Suppression & Exhaust Systems – Cooking and Cleaning Interpretation STANDATA, including the minor revisions discussed; CARRIED**

### **2.1.2. FCV Sprinkler Systems with Antifreeze Solutions**

The draft revision of the Variance STANDATA was included in the portal and reviewed. It was noted that the same wording was in a Fire Code Safety Alert last year and has now been compiled into a Building/Fire joint Variance STANDATA.

An in-depth discussion was held regarding the tenting insulation alternative. The Administrator will look into potential revisions to the wording in this section. This document will be going to the Building Sub-Council in two weeks and if any major changes are proposed, these will be brought back to the Fire Sub-Council.

**Michael Bos / Joe Davis moved to support the publishing of the Sprinkler Systems with Antifreeze Solutions Variance STANDATA, in principle, with potential minor revisions as discussed; CARRIED**

### **2.1.3. FCV Mobile Fueling**

The Variance STANDATA (Draft 6) was included in the portal and reviewed. It was questioned how mobile fueling could be accomplished considering the distance limits indicated in #5 and #7 from NFPA 30A (page 4). This led to a discussion regarding companies that are providing these services and a news article that aired last week. It was noted that the Authority Having Jurisdiction can create a bylaw to disallow mobile fueling.

It was questioned how other jurisdictions are addressing this and noted that Ontario is considering allowing this. There is nothing being considered for changes in the National Fire Code for 2020 relating to this topic.

It was noted that this will be brought back in November after consulting with other stakeholders. Members were asked to review the current document and provide feedback to the Administrator by November 3, 2018. [All]

## **2.2. Appointments**

It was clarified that a new member of the public has been appointed by the Minister.

### **2.2.1. Nomination of Jim Robinson (Major Municipalities – South)**

The letter of nomination was included in the portal and reviewed.

**Hunter Langpap / Robbin Foxcroft moved to recommend to the Board the appointment of Jim Robinson to the Fire Sub-Council, representing Major Municipalities – South, for a term ending January 31, 2021 effective immediately; CARRIED**

### 2.2.2. Nomination of Marc Royer (Urban Municipalities)

The letter of nomination was included in the portal and reviewed. The decision regarding this nomination was deferred.

### 2.3. Letter Ballot 03-18 – Proposed amendments to Fire Code Regulation and Permit Regulation)

The result of the letter ballot was included in the portal and reviewed.

**Robbin Foxcroft / Chris Taylor moved to accept the results of Letter Ballot 03-18 (Proposed amendments to Fire Code Regulation and Permit Regulation) as circulated; CARRIED**

### 3. Review Matters Arising/Action List

	Item	Action	Date	Responsible	Status/Update
1.	Qualified Persons Registry (E.2.06.11)	Communicate status of registry. <b>UPDATE:</b> AMA and the Council will discuss this further and report back to the FSC.	Nov 23/16	AMA & Council Mgmt	Nothing new to report
2.	Use of Sea Containers as Storage	Finalize and issue Shipping Containers Info Bulletin (E.3.05.14)	Nov 23/16	Parker	Issued, completed, removed from action list
		Consider incorporating final feedback regarding reference to equipment fuel reservoir as this is exempt from the Fire Code and consider adding manufacturer's instructions regarding storage that could require ventilation.	May 10/18	Parker	Removed from action list
3.	Learnings from Grenfell Tower Fire	Ask whether findings of evaluation of high rises in the City of Edmonton may be shared with the FSC once complete <b>UPDATE:</b> A brief update was provided on discussions at the national level	Sep 14/17	Bardas	Deferred
4.	Life Safety System Maintenance Forms	Gather more information about Life Safety System maintenance forms and their consistency across the province. <b>UPDATE:</b> Documents were provided to Cammie Laird and Allan Blatz for consideration.	Mar 22/18	Blatz/Parker	Completed, removed from action list
5.	Children's Custodial Homes Joint STANDATA	Provide any additional feedback to the Building and Fire Administrators	May 10/18	All	Completed, removed from action list

6.	Updated Standards STANDATA	Provide any additional feedback to the Building Administrator	May 10/18	All	Completed, removed from action list
7.	Lockdowns and Fire Alarm Systems – Single/2-Stage Alarms in Schools	Research whether any reference to CAN/ULC-S576-14, Standard for Mass Notification System Equipment and Accessories will be included in the 2020 codes and will bring information back to the next meeting. <b>UPDATE:</b> Document posted to the portal. It was reported that there have not been calls from other jurisdictions. This item was left for now and could be brought back if issues in the future.	May 10/18	Parker/Chang	Removed from action list
8.	Occupancy Load Working Group	Remove Mike Baker as chair and member of working group; he will continue to support on behalf of AMA.	May 10/18	Council Administration	On agenda, removed from action list
9.	Expectations and Guidelines: Variances	An overview was provided regarding procedures that APEGA has in place for third-party reviews. Stephen Suen was asked to determine if there were similar procedures in place for Architects <b>UPDATE:</b> No formal system in place relative to third-party reviews, will provide minutes from Item 4.13 for further discussion	May 10/18	Suen	Completed, removed from action list
		Forward any additional feedback to the Director of Codes and Standards.	May 10/18	All	Completed, removed from action list

#### 4. Matters for Discussion

##### 4.1. Building Code as it relates to Fire Code – presentation approx. 11:00 a.m.

This presentation was cancelled.

##### 4.2. AMA STANDATA Review Project

It was reported that Mike Baker is going through the STANDATAs and providing recommendations to the Administrator. Several of the STANDATAs can be retired because they are now included in the code. Other STANDATAs are being reviewed for potential revisions.

### **4.3. 2019 Meeting Dates**

The proposed meetings dates were included in the portal. Tentative dates were set as follows:

- Thursday, January 24, 2019
- Thursday, March 28, 2019
- Tuesday, May 14, 2019
- Thursday, September 26, 2019
- Thursday, November 14, 2019

If there are any major conflicting industry dates to advise the Council as soon as possible. [All]

The 2019 meetings dates will be finalized in October, 2018. [Council Administration]

#### **4.3.1. Meeting Start Time**

The poll results did not provide a clear direction on meeting times. It was agreed to leave the start time at 9:00 a.m. for the time being.

### **4.4. Occupant Load Working Group Report**

Michael Bos provided a report from the working group meeting held in August, 2018. The following working group deliverables were determined:

- Clarify or remove the distinction between design and operational occupant loads in the current STANDATA
- Provide recommendations for process maps of establishing occupant loads in buildings, not necessarily limited to assembly occupancies
- Provide a recommended draft STANDATA to replace the current STANDATA

A brief overview was provided of the brainstorming of current issues. Background was provided regarding a court case in the 90's and it was suggested that since this was so long ago and many changes have occurred since then, the results would be irrelevant. It was reported that results from a recent court case in Edmonton determined that the fire discipline is the authority and it is their occupant load that is to be posted.

It was noted that there are a lot of discussions being held regarding open spaces, but the working group is currently dealing only with building occupant loads as this is what is addressed in the codes.

### **4.5. Administrator/Municipal Affairs Report**

#### ***Building and Fire Code Harmonization / SCO Training***

The Director of Codes and Standards provided the following report:

- Building and Fire Code harmonization with the 2015 National Building Code is planned to go to Cabinet in the Fall 2018 and Regulations are ready to be presented

- The target adoption is for April 1, 2019; however, no notifications can be issued until approved by Cabinet
- There are no massive or radical changes to these codes so approval is anticipated
- Code update training has been questioned, the Department has done an informal survey, and it was discussed at the conference in June 2018
- It is believed that it does not make sense to mandate code update training this cycle when SCOs will have to do it again very soon when the NBC 2020 is adopted
- Instead, code changes will be highlighted but no formal training to be done
- Sessions could be put on for specific areas of changes if there are challenges
- Changes could be also highlighted at regional meetings

The Council's Director of Operations reported the following:

- Creating code update training and updating base codes are time consuming and would have a significant financial impact to employers and their SCOs
- The Council's recommendation would be to focus on the code update training for 2020
- NRC documentation of the national changes will be available for about \$40.00

It was questioned if a brief statement could be drafted for AUMA and RMA so they would understand that there will be no financial impacts to them. AMA will look into the possibility of that. [Orr]

No concerns were expressed regarding the approach being proposed by AMA and the Council.

### ***Administrator's Report***

The STANDATA - Changes to the Alberta Fire Code Concerning Fireworks draft was included in the portal. Members were asked to review this draft and provide feedback. [All]

An overview was provided regarding consultations that will be taking place regarding the Fireworks STANDATA, including being reviewed by AMA's legal department. It was clarified that when municipalities are asking for direction regarding bylaws, the Administrator will be able to direct them to the STANDATA as well as existing municipal bylaws that may be similar to what that municipality is considering.

It was reported that there already is a STANDATA to address fog systems (97FCB027 – 'Smoke' Type Building Security Systems):

- <http://municipalaffairs.alberta.ca/documents/ss/STANDATA/fire/fcb/97fcb027.pdf>

A brief update was provided regarding a request to vary the Portable Fire Extinguishers STANDATA. The Administrator will be providing a response.

Regarding the presentation that was going to be provided in Agenda item 4.1, it was clarified that this will be condensed to only those items applicable to the fire discipline and will be put in the portal by the end of October. [Parker]

It was reported that the fire discipline is not receiving a lot of calls regarding the Food Truck STANDATA. Those expressing the greatest issues are those that have uncertified products in their food trucks. A discussion was held regarding ventilation and what the City of Calgary requires for all food trucks relative to gas and building code requirements for the gas valve and ventilation to be interlocking.

It has been questioned what to do if a food truck is not acceptable and it was noted that a municipality can advise Alberta Health that a food truck did not pass inspection in their jurisdiction. One of the first things Alberta Health looks for is whether all other inspections have been completed.

This led to a discussion regarding retroactivity and clarification was provided that when a new code is published, a building does not have to be upgraded to the new code unless this is mandated in legislation.

It was reported that the finalized changes in the National Fire Code, 2018 Alberta Edition was included in the portal as information. It was clarified that the code changes were already reviewed by the sub-council and these finalized documents were posted as information for members. It was determined to be unnecessary to review these finalized documents again as a group.

An overview was provided on a potential new process for STANDATAs to expedite the publishing process by potentially soliciting volunteers to review STANDATAs ahead of being presented to the sub-council. It was suggested from the sub-council that after being presented, sub-council members should be given quick turnaround date for feedback to be provided. It was also suggested that if minor revisions are made to a specific section or if feedback is specifically being sought on a particular section, AMA could highlight just those changes so that members can focus their review and provide feedback quickly.

#### **4.6. Office of the Fire Commissioner Report**

The following report was provided:

- The Commissioner sent his regrets but advised that he will be at the November meeting
- The Office of the Fire Commissioner is full staffed up now
- An overview was provided various projects underway
- Safety tips are being added to the website based on phones call and questions being received

#### **4.7. FSC Liaison to BSC Report**

It was reported there has been no meeting since the last FSC meeting.

#### **4.8. BSC Liaison to FSC Report**

This item was deferred.



#### **4.9. Council Updates**

It was reported that when the TCC was reviewing the Building and Fire Regulations, the transition period was questioned. AMA's response is included in the TCC portal in their August 2018 meeting folder. Practices regarding transition between new versions of codes will be re-evaluated once automatic code adoption is in place.

The following report was provided:

- Effective Meetings Training – October 29, 2018
- Appeals Training – October 30, 2018
- New Member Orientation – November 20, 2018
- The Council Conference will be May 29-31, 2019 and any recommendations for speakers would be appreciated
- Gas is the feature discipline for the 2019 conference
- An Open House will be held in December 2018

#### **5. Meeting Finalization**

##### **5.1. Meeting and Agenda Feedback**

The Chair reported that his term expires on January 31, 2019 and he will have served the maximum three three-year terms. The Council has reached out to his nominating organization for new nominees. Appointment of Chair will be added to the November 2018 meeting for discussion.

[Council Administration]

##### **5.2. Next Meeting**

The next meeting was reconfirmed for Thursday, November 22, 2018 at the Council office.

##### **5.3. Meeting Adjournment**

The meeting was adjourned at 1:55 p.m.

--- NEW ACTION ITEMS ---

**2.1.3. FCV Mobile Fueling**

Members were asked to review the current document and provide feedback to the Administrator by November 3, 2018. [All]

**4.3. 2019 Meeting Dates**

If there are any major conflicting industry dates to advise the Council as soon as possible. [All]

The 2019 meetings dates will be finalized in October, 2018. [Council Administration]

**4.5. Administrator/Municipal Affairs Report**

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**5.1. Meeting and Agenda Feedback**

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--- MOTIONS ---

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