



MINUTES OF THE

FOURTH PLUMBING SUB-COUNCIL MEETING OF 2017

DATE: December 5, 2017

TIME: 9:00 a.m. – 2:00 p.m.

LOCATION: Radisson Edmonton South, Edmonton

PRESENT: Sub-Council Members
David Hughes, Chair
Charles Hallett
Mark Harrold, Vice Chair
Lawrence Hess
Peter Koenig
Tim Kosolofski
Quenton Kusiek
Ken Morrison
Angus Potskin
Kenneth Wigmore
Garnet Young

Safety Codes Council
Susan Rossmann, Allison Karch, Peter Thomas, Jane Sukharukava

Alberta Municipal Affairs
Sidney Manning, Dean Morin, Claude Valliere, Bohdan Yard

REGRETS: Ken Helmer

RECORDER: Sandi Orr

2018 MEETINGS: January 30, May 22, September 18, December 4

1. Meeting Opening

The Chair called the meeting to order at 9:02 a.m. and reminded everyone of the primary duty of all Council Members is to act in the interest of safety in the built environment for the benefit of all Albertans. A round table introduction was held.

1.1. Agenda Adoption

The following items were added to the agenda:

- 4.8.3. – ICC / CSA 805 Update
- 4.13. – Administrative Penalties

Charles Hallett / Ken Morrison moved to adopt the agenda, as amended, with a flexible order of business to allow for presentations; CARRIED

1.2. Previous Minutes

1.2.1. Adoption of September 15, 2017

The draft minutes were included in the portal and reviewed.

Kenneth Wigmore / Mark Harrold moved to approve the September 15, 2017 meeting minutes, as circulated; CARRIED

2. Matters for Decision

2.1. Annual Matrix Review

The Matrix Policy was included in the portal.

Mark Harrold / Lawrence Hess moved to go in-camera to review the matrix; CARRIED

Garnet Young / Kenneth Wigmore moved to return from being in camera; CARRIED

Angus Potskin / Tim Kosolofski moved that the Plumbing Sub-Council's matrix remain as is; CARRIED

2.2. Results of Letter Ballot 03-17 – PSDS Working Group and Terms of Reference

The result of Letter Ballot 03-17 was included in the portal and reviewed.

Charles Hallett / Peter Kusiak moved to accept the results of Letter Ballot 03-17 (PSDS Working Group and Terms of Reference) as information; CARRIED

3. Review Matters Arising/Action List

| Date | Action | Responsible | Status/Update |
|--------------|---|--|--|
| Sep 13 2016 | Communicate further info on PPE failures | Manning | Nothing new to report, ongoing |
| Sep 13 2016 | Bring forward information regarding Plumbing Code Question about sizing for a potential Information Bulletin. | Hughes | Still being worked on |
| Jan 24 2017 | Schedule a meeting between AMA and the Council regarding the Variance Policy | Council / AMA | On today's agenda |
| Jan 24 2017 | Bring forward further information regarding water quality requirements relative to Water Reuse Alternative Solutions - Alberta Health is taking the lead and developing policies | Manning | Hoping to share Alberta Environment and Alberta Health policies when available |
| Jan 24 2017 | New process documents regarding 3 or 4 column documents will be added to the portal as available. | Manning/Karch | Completed, will be removed from action list |
| Jan 24, 2017 | Assist the CPSA and make recommendations for technical clarification regarding the PSDS SOP back to the sub-council for consideration. | Hallett/Wigmore/ Morin/Hughes/ Potskin | Being addressed by Working Group, this item was removed from the action list |
| May 2, 2017 | Requirements for Combination Heating Systems: Dual Purpose Water Heater STANDATA | Manning | 4.3. on today's agenda |
| May 2 2017 | Gather further information on the Permit Regulation to bring forward to the TCC. UPDATE: Shift in priorities, full review of Permit Regulation is not being worked on at this time, but issues can be forwarded to Bohdan Yard as needed | Hughes / Manning / Yard | This item was closed and will be removed from the action list |
| May 2 2017 | Review of the PSDS Handbook should be brought forward through the working group to the PSC for approval and could be addressed by letter ballot if needed. UPDATE: PSDS Handbook has been uploaded to the portal to gather feedback, hoping to bring to PSC early in 2018 | Hallett/Wigmore/ Morin | In progress |
| May 2 2017 | Report back on questionnaire relative to climate change and its potential impact on ULC standard regarding backwater valves. | Harrold | Nothing has moved forward; this item was removed from the action list |
| May 2 2017 | Check on Garnet Young's replacement (Mechanical Contractors industry segment) | Council Administration | In progress |
| Sep 15, 2017 | Submit a written request for interpretation to Plumbing Administrator to address industry questions about NPC 2.4.10.4 – Hydraulic Loads | Kusiek | Nothing completed yet |
| Sep 15, 2017 | Post code change proposal regarding the definition of continuous vent to the | Hughes | In progress |

| | | | |
|--------------|---|------------------|-------------------------------------|
| | Portal as information. | | |
| Sep 15, 2017 | Provide direction regarding RV dumping stations to the Plumbing Administrator UPDATE: It was asked if technical institutes would be willing to develop that training | Helmer / Hughes | In progress |
| Sep 15, 2017 | Present draft STANDATA on Air Admittance Valves to AMOS at fall meeting and request feedback | Harrold | Completed, removed from action list |
| Sep 15, 2017 | Include document on other equally effective means for protection of floor drains in the Portal for review. UPDATE: Added to the portal, 12 products evaluated to ASSE 1072, the response shown on screen is given to anyone asking for clarification. It was suggested that a proposed change to NRC to include these devices might be appropriate. Quenton Kusiek will put a proposed change together and submit to the Plumbing Administrator for submission to NRC. | Manning / Kusiek | Completed, removed from action list |

4. Matters for Discussion

4.1. Council Connect

A presentation was shown on screen of the new “Council Connect” (formerly referred to as the ACT project) that will simplify the way stakeholders connect with the Council. Council Connect will enhance services, streamline processes and empower users. There are 8,000 clients with over 30 processes and will be integrated into two new systems. The user will only see it as one system.

Relative to empowerment, instead of a client contacting the Council and ask for information, clients will be able to create an online account, keep contact information updated, submit information online and check real-time status updates, receive deadline alert notifications, make payments online and access receipts.

A status update was provided on the Learning Management System (LMS) and CRM System, as well as an idea of what communications to look for.

Launch date is scheduled for June 28, 2018. Once launched, continuous feedback is encouraged.

4.2. QMP Template Updates

A presentation was shown on screen of the QMP Templates. These new templates were approved and put into practice last fall. Feedback is now being sought from each of the disciplines now that have been in use for over a year.

An overview of the presentation was provided:

- Accredited applications in 2017:
 - 42 applications to revise QMP
 - 69 to revise or cancel orders of accreditation
 - 4 to cancel accreditation
 - 10 new applications for accreditation
- 87% (309) of Alberta municipalities comprising 98.4% of Alberta's population are accredited
- Of the 309 accredited municipalities:
 - 186 are accredited in all disciplines
 - 62 in building, electrical, gas and plumbing
 - 42 only in fire
 - 14 in building and fire
 - 3 only in building
 - 1 in building, fire, gas, and plumbing
- 157 or 44% of municipalities are in joint accreditations
 - 96 in fire
 - 59 in building, electrical, gas, plumbing
 - 30 in building, electrical, fire, gas, plumbing
- 28 are in more than 1 joint accreditation
 - Second is always in the fire discipline
- An overview was provided of Accredited Agencies and Accredited Corporations accreditations
- An overview was provided of the structure of the Working Group that reviewed all three of the QMP Templates for Accredited Municipalities, Accredited Agencies and Accredited Corporations
- Highlights of the changes included:
 - Clarity of roles, responsibilities, operational requirements and expectations
 - Accountability for agency monitoring and interdisciplinary coordination
 - Increased number of minimum inspections
 - Fire Service Delivery Standards with the option to use formal risk assessment to determine inspection frequency
 - Consistency

After 1 Year Post Implement, the following questions were posed to the sub-council members:

- What is working well?
- What needs to change?
- What needs to be removed?
- What is missing?
- Should QMP's have an expiry date?
- Should an accredited organization only have one QMP?
 - Some have one for building, electrical, gas and plumbing and another for fire
 - Some Corporations have more than one
- Should provisions related to audits be included (e.g. frequency, criteria, etc.)

- Do the inspection frequency/service delivery standards in building electrical, plumbing and gas work?
- Should the Scope of Accreditation reference specific codes or simply have a general reference to the codes and standards in force under the Act?
- Should the section on variances be revised / clarified?
- Should QMP Manager training be a mandatory requirement?
- Should the role and responsibility of the QMP Manager be more explicit?
- Should the municipal QMP be approved by a municipal Council?
- Should provisions for administrative penalties and builder licensing be included?
- Should the cost based inspection frequency in the Corporate QMP be changed?

It was clarified that there are no plans for a wholesale revision of the QMPs in 2018-19, but they continue as work in progress and minor adjustments may be made. The current QMPs are included in the portal for further reference.

The following next steps were noted:

- Sub-council members were asked to review templates and provide comments (<http://www.safetycodes.ab.ca/Organizations/>)
- Comments can be sent to Peter Thomas (peter.thomas@safetycodes.ab.ca and accreditation@safetycodes.ab.ca) and these will be included in the next review cycle
- On-going meetings will be held with nominating organizations, municipalities, corporations, agencies, and Municipal Affairs

The Administrator of Accreditation will add the templates to the portal. [Thomas]

4.3. B214 Update

The Chair reported that he has not received anything back on this topic. The Plumbing Administrator reported on research that he is expecting to receive regarding legionella. A white paper regarding legionella will be added to the portal. [Manning]

It was reported that the CSA Working Group matrix has expanded to include hot water tank manufacturers.

It was noted that AMA is still hoping to receive feedback regarding the STANDATA and whether it should be revised and republished, or to be expired.

4.4. NPC 2020

Members were encouraged to sign up on the NRC website for future public review notices: https://www.nrc-cnrc.gc.ca/eng/solutions/advisory/codes_centre/public_review/2017.html.

It was reported that a summary document is available on the portal in today's meeting folder as well as in Shared Documents. This will be reviewed by the Working Group at the end of the

meeting. It was clarified that proposed changes from regulators within jurisdictions that are using the code are given priority over public proposed changes or feedback.

The working group members were reconfirmed: Quenton Kusiek (Chair), Tim Kosolofski, Mark Harrold, Ken Morrison and Peter Koenig.

The Administrator reported on CSA meetings that are scheduled in Edmonton in June 2018 and work that is being done between the Administrator, the Council and CSA to provide the opportunity for sub-council members to participate. The B125 and B45 Standing Committees will be meeting on June 20 and 21, 2018.

It is noted that associates and guests are welcome to ask questions and offer feedback.

A spreadsheet will be added to the portal with the dates and meetings for sub-council members to express their interest in participating. [Council Administration]

4.5. TCC Update

The Chair reported on the following items of interest from the recent Technical Coordinating Committee meeting:

- Builder Licensing under the New Home Buyer Protection Act
- New appointments from the City of Calgary and the City of Edmonton to the TCC
- Council Business Plan
- Impacts of Cannabis Legislation

4.6. PSDS Administrator Report

The Private Sewage Administrator reported on the following:

- 3 installers have had their certification suspended due to not completing the code update training
- Several probational certificates have been issued
- Discussions are being held regarding separating PS designers and PS installers and feedback has mostly been favourable
- Work is being done with the database organizer to identify which stream would be most suitable for each new installer
- Consideration is being given to changing the training to a competency-based approach
- A brief update was provided on changes to identify expiry dates on certificates
- Existing training material is being reviewed
- A STANDATA is being looked at to better define the responsibilities under the Permit Regulation for homeowner permits

4.7. PSDS Working Group Update

The Working Group Chair reported on several topics being reviewed by the working group,

including:

- Fixture units
- Workcamp Design Guidelines
- Designer Certification
- Approval Process for new technologies
- SOP Handbook draft being reviewed

The next meeting will be held on Monday, January 15, 2018 in Red Deer.

4.7.1. PSDS Handbook Update

The draft Handbook is in the process of being reviewed.

4.8. Reference Standards

4.8.1. NSF Code Development

The Private Sewage Administrator reported on work being done by technical committees for the NSF/ANSI 40: Residential Onsite Systems and the NSF 350 – NSF/ANSI Standard 350: On-site Residential and Commercial Waste Reused Treatment Systems. It was reported that a High Strength Wastewater Standard is also being developed.

It was questioned regarding any movement relative to low temperature testing and if there is no longer a Canadian Standard, that this needs to be address in NSF Standards. The Private Sewage Administrator will look into this and report back to the sub-council. [Morin]

4.8.2. CSA Committee on Basement Flood Remediation

It was reported that the first draft has been reviewed and a second draft is being worked on. Cost analyses is occurring for some of the requirements being considered. It is hoped that the Standard would be completed by December 2018. Mark Harrold reported that the CSA committee is much more hands on than the UL committee he recently worked on and explained that both have been excellent learning experiences.

4.8.3. ICC / CSA 805 Update

It was reported that the third round of public consultation for the ICC / CSA 805 - Rainwater Collection System Design and Installation Standard closed on November 20, 2017 (<https://www.iccsafe.org/codes-tech-support/codes/code-development-process/standards-development/public-comment-draft-3-for-icc-805csa-b805-201x/>).

4.9. AMOS Update

The following was reported from the last AMOS meeting:

- There are issues with some of the wording in the code regarding public and private

washrooms, and this affects the types of devices and venting

- The industry believes there is an over use of air admittance valves and that the term “practical” is subjective

The Administrator will look at drafting a clarification Information Bulletin that states a private bathroom would be like a residence or in a hotel room. [Manning]

4.10. Status of Sewer and Water Service Restricted Certification Update

A brief overview was provided regarding the either support the terminating of the certification and to continue it.

Documentation will be brought back to the sub-council at the spring meeting for further discussion regarding this restricted certification. [Manning]

It was further clarified that the Permit Regulation exempts water and sewer installations and therefore, the certification is considered unnecessary. However, some of the municipalities are still utilizing that certification.

Once a recommendation is made, this feedback would go to the AMA Executive Committee to determine a decision.

The PS Administrator provided a brief overview of some of the challenges and issues the Private Sewage industry faces with this same certification program.

4.11. Council Updates

The sponsorship package for the Conference is now available on the main page of the portal.

Council’s Christmas Open House will be held on Thursday, December 14, 2017 from 3 to 5 p.m.

The Council is moving offices in April 2018 and meeting space will be available for all sub-council meetings to be held there. Information is being gathered to assist Council Members like accommodations, parking, etc. The Council asked for suggestions the sub-council might need to ease the transition that is planned for the Fall. New technology for video conferencing is being looked at. Parking was mentioned as the biggest concern.

4.12. Variance Update

Although this topic began from issues in the Plumbing and Gas disciplines, it was reported that this is seen as a bigger topic that affects all disciplines. The AMA Executive and the Council are working on this.

It was reported that the Council will not be reissuing that policy as it is seen to be outside of their

jurisdiction, and parts are inaccurate. AMA will be issuing an Information Bulletin or Tips sheet for clarification. The goal will be to assist SCOs at the local level; particularly in ensuring the understanding a Variance is not a relaxation of the code but an alternate means of ensuring the same or greatly level of safety than what is prescribed in the code.

4.13. Administrative Penalties

It was reported that Administrative Penalties became effective last Friday (<http://www.municipalaffairs.alberta.ca/documents/Notice%20of%20Adminstrative%20Penalties-November9-2017.pdf>).

The amendments to the New Home Buyer Protection (Ministerial) Regulation allow the New Home Buyer Protection Board to hear administrative penalty appeals under the Safety Codes Act. This was done because an administrative penalty will often be related to an order. Since orders are appealable to the Safety Codes Council, it is better for impartiality to have administrative penalty appeals come from a different body.

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

A brief discussion was held regarding clarification of cleanouts as industry is ready the code literally. The Plumbing Administrator reported that connected to a 3-inch sewer, only a 3-inch cleanout (not 4-inch) is required. It was reported that this has not be raised as an issue at AMOS.

The Chair reported the modeling is being done relative to Hydronic Heating and this remains on the Building Sub-Council agenda.

5.2. Next Meeting

The next meeting was reconfirmed for Tuesday, January 30, 2018 at 9:00 a.m. in Edmonton.

5.2.1. 2018 Conference & AGM

The 2018 AGM and Conference will be held from May 30 to June 1, 2018 at the Rimrock Hotel in Banff.

5.3. Meeting Adjournment

Mark Harrold / Charles Hallett moved that the meeting be adjourned; CARRIED

The business meeting was adjourned at 2:00 p.m.

6. NPC 2020 Working Group

6.1. Review 3-Column Document Changes to NPC 2020

The Working Group met after the regular meeting to continue their review of the 3-column document.

6.1.1. Proposed Changes on Public Consultation

Proposed changes from the public consultation were reviewed by the Working Group.

--- NEW ACTION ITEMS ---

4.2. QMP Template Updates

The Administrator of Accreditation will add the templates to the portal. [Thomas]

4.3. B214 Update

A white paper regarding legionella will be added to the portal. [Manning]

4.4. NPC 2020

A spreadsheet will be added to the portal with the dates and meetings for sub-council members to express their interest in participating. [Council Administration]

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--- M O T I O N S ---

1.1. Agenda Adoption

Charles Hallett / Ken Morrison moved to adopt the agenda, as amended, with a flexible order of business to allow for presentations; CARRIED

1.2.1. Adoption of September 15, 2017

Kenneth Wigmore / Mark Harrold moved to approve the September 15, 2017 meeting minutes, as circulated; CARRIED

2.1. Annual Matrix Review

Mark Harrold / Lawrence Hess moved to go in-camera to review the matrix; CARRIED

Garnet Young / Kenneth Wigmore moved to return from being in camera; CARRIED

Angus Potskin / Tim Kosolofski moved that the Plumbing Sub-Council's matrix remain as is; CARRIED

2.2. Results of Letter Ballot 03-17 – PSDS Working Group and Terms of Reference

Charles Hallett / Peter Kusiek moved to accept the results of Letter Ballot 03-17 (PSDS Working Group and Terms of Reference) as information; CARRIED

5.3. Meeting Adjournment

Mark Harrold / Charles Hallett moved that the meeting be adjourned; CARRIED