



**MINUTES OF THE
FIRST ELECTRICAL SUB-COUNCIL MEETING OF 2023**

DATE: February 6, 2023

TIME: 8:35 a.m. to 10:18 a.m.

LOCATION: Videoconference

PRESENT: **Sub-Council Members**
Gerry Wiles, Chair
Scott Basinger, Vice Chair North
Brad Dougherty
Patrick Conway
Bert DeBruin
Gerry Doan
Tim Driscoll
Ken Forbes
Adam Ghani, Vice Chair South
Glenn Hedderick
Ken Hood
Lori Monaghan
Barry Voogd

Safety Codes Council
Kathryn Derkach, Jennifer Johnson

Alberta Municipal Affairs
Kevin Glubrecht

REGRETS: Hussein Desouki, Ed Knaggs, Nicolas Leblanc

GUESTS: Jason Drenth, EUSC Liaison; Clark Redden, EIAA; Katie Rowe (Vice President, Regulatory Affairs, Governance and Policy, Safety Codes Council), Mychele Joyes (Manager of Policy, Safety Codes Council)

RECORDER: Jennifer Johnson

2023 MEETINGS: April 24, June 26

1. Meeting Opening

The Chair called the meeting to order at 8:35 a.m. A round table introduction was held and videoconference functionality was reviewed. Members were reminded that their primary duty is to act in the interest of safety in the built environment for the benefit of all Albertans.

1.1 Agenda Adoption

Barry Voogd/Brad Dougherty moved that the agenda be adopted, as circulated; CARRIED.

1.2 Adoption of the December 5, 2022 Minutes

The minutes were reviewed and the following corrections were made:

- On page one, the next meeting date should be February 6th instead of February 7th

Scott Basinger/Glenn Hedderick moved to adopt the minutes of the December 5, 2022 meeting, as amended; CARRIED.

2. Matters for Decision

2.1. Draft Section 64 STANDATA – confidential until the CSA MOR-3 is published

The Administrator shared the draft STANDATA and informed the sub-council that it will be issued once the CSA MOR-3 is published. He will work with the Building Administrator to verify adherence to the building code.

Adam Ghani/Tim Driscoll moved to support the Section 64 STANDATA; CARRIED.

3. Review Matters Arising/Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	CE Code-072 Concrete Encasements	Consider drafting a Proposed Change to CE Code Part 1 UPDATE: Submittal completed. Item will be kept open for updates on the proposal from CSA.	Feb. 6/17	Basinger	Currently under review by CSA. Tracking ID: C22.1.21 004
2.	Mast Couplers	A letter to the manufacturer will be drafted to request the rationale for this note in the product guide, and will be copied to the Standards Council of Canada so they are aware of this inconsistency.	Feb. 7/22	Ghani, Basinger, Wiles, Forbes	Awaiting a response from the manufacturer.
3.	Non-Metallic Outer Jacket Cables	It was requested that MA investigate options for addressing this through STANDATA and report back at a future meeting.	Dec 5/22	Glubrecht	The Administrator shared that this item is being considered by CSA for possible changes in the next edition of the code. Members noted concerns regarding

					support of these cables, which is not addressed in the proposal so it may require further action.
4.	Colour Coding Code Change Request	Bring updates from CSA on progress of request.	Dec 5/22	Ghani	No update. Will bring more information when it becomes available.

4. Matters for Discussion

4.1. Safety Codes Council New Staff Introduction

The Vice President, Regulatory Affairs, Governance, and Policy delivered a presentation to sub-council members on changes at the Council and introduced new staff. She shared strategic pillars for the Council as well as upcoming business initiatives aligned with the pillars. Council staff is working to standardize procedures and processes across sub-councils. Upcoming events for sub-council members will include the AGM and Member Appreciation Event in May as well as an educational conference planned for fall. More information will follow.

4.2. Curriculum Modernization

The Safety Codes Council has published a “What We Heard” document on the website summarizing our engagements and next steps.

4.3. Neutral Splicing for Black Box

Where black boxes are being used for energy management, the City of Edmonton is seeing many inspection failures. The issue of concern is whether a terminal block is needed in the black box for the neutral. Members noted that since it is a piece of approved equipment it is a certification issue and the installation instructions provide the necessary guidance on how to connect the neutral.

4.4. Rule 26-602 re. New Installations with Second Dwellings

The following was discussed:

- The proponent believes access to the electrical panel should be required for a person living in a legal suite.
- The Administrator noted it seems clear in the code this is not required as it is a subdivision of a single dwelling, but it would come down to the development permit.
- The code does not stipulate where the electrical panel has to be located.
- This issue will be discussed at the EIAA conference this weekend. [Glubrecht]
- This item will be moved to the action list pending more information from that discussion.

4.5. Feedback Requested on Value/Use of Electrical Reporting Data

The Administrator requested feedback on the usefulness of these reports. Members stated the data is valuable and is used for a variety of purposes: educational, QMP management, and to support code development and rule changes. Members provided feedback on potential improvements such as resolving the disconnect between fire and electrical reports.

4.6. Working Group Reports

4.6.1. Non-metallic Outer Jacket Cables

There was discussion on whether this item can wait for the next code cycle (2025) or if it needs to be addressed sooner. A STANDATA would help raise awareness of the issue and be helpful for inspectors. Members are encouraged to submit comments for the public review stage. Will revisit at the next sub-council meeting to see if there are any developments.

4.6.2. Energy Storage

No update available.

4.7. Liaison Reports

4.7.1. Building

Nothing to report.

4.7.2. Electrical Utilities

Nothing to report.

4.8. Administrator/AMA Report

The Administrator reported on the following:

- An Electrical Technical Advisor position is currently vacant
- Recently published STANDATA:
 - 18-LEG-ECR-002 – Section 2: electrical systems equipment
 - 3rd hyperlink added that takes readers to Standards Council Website. This shows the images of the most up to date certification markings.
- In process STANDATA:
 - Energy Storage Systems (ESS)
 - With the MOR 3 being released later in 2023 the next edition to the CE Code will contain less restrictive parameters for ESS systems
- Being updated:
 - Certificate and Permit Regulation – Update broken links, and update references from Queens Printer to Kings Printer.
 - Permit Regulation – Update broken links, and update references from Queens Printer to Kings Printer.
 - Opportunity to address decorative lighting systems
- The Administrator reviewed his stakeholder engagement matrix for STANDATA, which includes various industry groups, government areas, and other disciplines.
- Upcoming meetings of interest
- FYI – Recent changes other government departments / items of interest:
 - OH&S enforcement date March 2023 <https://ohs-pubstore.labour.alberta.ca/lh004>
 - Subscribe [Health and safety eNews | Alberta.ca](#)
 - Indigenous Speakers Series have taken place in Edmonton you may be able to join a session [Reconciliation in Alberta | Alberta.ca](#)

4.9. Council Updates

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

- The deadline for nominations for the Dr. Sauer Award is March 15th.
- The sub-council schedule for September 2023 to June 2024 is in the member portal, let Allison know of any conflicts.
- The Council has recently issued a [Cyber Security Policy](#) which applies to members. Please take a moment to read it and become familiar with your responsibilities.
 - Please be diligent when uploading documents to the Portal.
 - If an incident occurs (i.e. you accidentally share a malicious link, etc.) please report it to Council staff immediately.
- Member training (Effective Meetings Workshop and Appeals Training) will be offered in Q2 —dates will be circulated by email. This training is required for new members and open to any members who have not yet taken it or would like a refresher.
- Changes in the sub-council support staff:
 - Sub-councils bring front-line and industry insight to issues while providing policy and technical advice to government. In order to best facilitate that work, sub-councils will now fall under the purview of the Manager, Policy.
 - Kathryn Derkach has taken on the role of Communications Coordinator at the Council and will transition out of working directly with the sub-councils.
 - Jennifer Johnson will backfill Kathryn's position until the vacancy is filled permanently.

4.9.1. Finalized 2023-2024 Schedule

The dates for sub-council meetings from September 2023 through June 2024 have been finalized. Meeting dates will be:

- October 16, 2023
- January 22, 2024
- April 8, 2024
- June 17, 2024

5. Meeting Finalization

5.1. Round Table

- The 2024 Code will see many changes to Section 18.
- The Electrical Utility Code will come into force in September 2023. It is available for free on the Safety Codes Council website or for purchase from the King's Printer.

5.2. Next Meeting

The next meeting was reconfirmed for April 24, 2023 at the Council office at 9:30 a.m.

5.3. Meeting Adjournment

The meeting was adjourned at 10:18 a.m.

– NEW ACTION ITEMS –

Rule 26-602 re. New Installations with Second Dwellings

This issue will be discussed at the EIAA conference this weekend.

[Glubrecht]

– MOTIONS –

1.1 Agenda Adoption

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1.2 Adoption of the December 5, 2022 Minutes

Scott Basinger/Glenn Hedderick moved to adopt the minutes of the December 5 meeting, as amended; CARRIED.

2.1. Draft Section 64 STANDATA – confidential until the CSA MOR-3 is published

Adam Ghani/Tim Driscoll moved to support the Section 64 STANDATA; CARRIED.

– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (<u>Chair</u>)
Non-metallic outer jacket cables re. gap in CE Code Rule 12-500	<u>Bert de Bruin</u> Ken Hood, Gerry Doan, Adam Ghani
Energy Storage	<u>Ed Knaggs</u> Gerry Doan, Nicolas Leblanc Municipal Affairs : Bob Hall