



**MINUTES OF THE  
SECOND ELECTRICAL SUB-COUNCIL MEETING OF 2018**

**DATE:** May 7, 2018

**TIME:** 9:00 a.m. to 3:20 p.m.

**LOCATION:** Radisson Hotel, Edmonton

**PRESENT:** *Sub-Council Members*  
Gerry Wiles, Chair  
Scott Basinger, Vice Chair - North  
Don Bradshaw  
John Briegel  
Larry DeWald  
Tim Driscoll  
Adam Ghani  
Glenn Hedderick, Vice Chair - South  
Ken Hood  
Allan Nagel  
Darcy Teichroeb  
Brian Townsend  
Barry Voogd

*Safety Codes Council*  
Allison Karch, Susan Rossmann

*Alberta Municipal Affairs*  
Bob Hall, Liz Gillean

**REGRETS:** Nicolas LeBlanc  
Stewart Purkis

**RECORDER:** Sandi Orr

**2018 MEETINGS:** September 17, November 5

## **1. Meeting Opening**

The Chair called the meeting to order at 9:04 a.m.

### **1.1 Agenda Adoption**

The agenda was included in the portal and reviewed. The following item was added to the agenda:

- Corporate-Wide Variances was added as 4.5 and all other items were renumbered

**Tim Driscoll / Brian Townsend moved to adopt the agenda, as amended, with a flexible order of business to address presentations; CARRIED**

### **1.2. Adoption of February 5, 2018 Minutes**

The minutes were included in the portal and reviewed.

**Larry DeWald / Tim Driscoll moved to adopt the minutes of the February 5, 2018 meeting, as circulated; CARRIED**

## **2. Matters for Decision**

### **2.1. Draft Hazardous Locations Working Group Terms of Reference**

The draft Terms of Reference was included in the portal and reviewed. The matrix and representation currently in the draft Terms of Reference were explained. The working group wishes to recommend up to 2 industry representatives for each of the 5 industry segments identified, plus a member from the ESC as Chair. It was recommended that the Terms of Reference be approved with the understanding that the final membership list will be brought back to the sub-council for approval.

It was questioned whether the International Electrical Inspectors Association should be considered. It was explained that this would be out of scope, as the working group works for the sub-council and the sub-council's mandate is provincial.

A discussion was held regarding "up to 2 nominees in each industry segment" and caution was expressed regarding the working group becoming too large.

The matrix was revised to add the Education and Electrical Manufacturers industry segments.

**Tim Driscoll / Scott Basinger moved to accept the Hazardous Locations Working Group Terms of Reference as revised, with the final list of members to be approved by the sub-council at a later date; CARRIED**

## 2.2. Resignation of Roy Etwaroo (motion to accept as information)

Correspondence was included in the portal.

**Scott Basinger / Tim Driscoll moved to accept the correspondence as information, advising of the resignation of Roy Etwaroo; CARRIED**

## 2.3. Resignation of Charlene Smylie (motion to accept as information)

Correspondence was included in the portal.

**Tim Driscoll / Scott Basinger moved to accept the correspondence as information, advising of the resignation of Charlene Smylie; CARRIED**

## 3. Review Matters Arising/Action List

| Date          | Action   | Responsible | Status/Update                                  |
|---------------|--|-------------|--|
| Nov 7, 2016   | Provide further information about where Electrical SCOs might inspect Building Code items to the Electrical Sub-Council Liaison to be forwarded to the Building Sub-Council.   | Bradshaw    | Still in progress                              |
| Nov 7, 2016   | Section 18 STANDATA regarding references to hazardous ammonia is referred to the Oil & Gas Code working group.   | Driscoll    | This item will be removed from the action list |
| Feb 6, 2017   | Regarding CE Code-072 – Concrete Encasements: <ul style="list-style-type: none"><li>• revise the RFI for review by the working group and sub-council.</li><li>• Working group to consider drafting a Proposed Change to CE Code Part 1</li><li>• City of Calgary may be asked to help redraft the Alberta STANDATA as an interim solution for consideration.</li></ul> | Basinger    | Still in progress                              |
| Sept 25, 2017 | AEUC working group to compile a complete review of processes throughout the province re. Street Lighting and Traffic Control Infrastructure and will report back to ESC with recommendations within 6 months.  | Purkis      | Still in progress                              |
| Nov 20, 2017  | Bring the following item to the TCC: Consider including all pictograms of certification marks and special inspection labels that are acceptable for use in Alberta, updated annually, include the applicable Standards Council of Canada links, along with including information about Recognized Component marks and the limitations on their use.                    | Wiles       | Still in progress                              |

|             |  |                                  |  |
|-------------|--|----------------------------------|--|
| Feb 5, 2018 | Make the following changes to the ME Program Outline:<br><ul style="list-style-type: none"> <li>Objective 9: add an item about proper maintenance</li> </ul> Objective 10: add an item about conductor insulation ratings    | ME Working Group                 | Completed, remove from action list                                       |
| Feb 5, 2018 | Refer all solar PV-related items to the CE Code Working Group for recommendation back to sub-council   | CE Code Working Group            | Completed, remove from action list                                       |
| Feb 5, 2018 | Refer the Power over Ethernet submission to the CE Code Working Group for recommendation back to sub-council   | CE Code Working Group            | Still in progress  |
| Feb 5, 2018 | Issue an interpretation regarding Qualified Persons for the purpose of Rule 18-004.  | Cormier                          | Still in progress, will be issued with the in-force date of the new code |
| Feb 5, 2018 | Correspond with OH&S to strike the exception regarding Oil and Gas upon the in-force date of the Electrical Regulation Amendment.  | Council Administration/<br>Wiles | Completed, remove from action list                                       |
| Feb 5, 2018 | Follow up regarding the correspondence about the AEUC Appendix removal to OH&S.  | Council Administration           | Completed, remove from action list                                       |
| Feb 5, 2018 | Refer the Field Approvals documentation to CE Code Working Group for recommendation back to sub-council  | CE Code Working Group            | Still in progress  |
| Feb 5, 2018 | Refer the issue regarding clarification of the demarcation point to the CE Code and AEUC working groups.   | CE Code & AEUC Working Groups    | Still in progress  |
| Feb 5, 2018 | Research what happened to the feedback from the Association of Accredited Corporation of Alberta on the Building STANDATA 14-BCV-012 Oil and Gas Processing Facilities.<br><b>UPDATE:</b> Follow up on revisions to Variance | Council Administration           | New action item  |
| Feb 5, 2018 | Electrical Administrator consider the addition of Wellhead Process Sealing to the Section 18 STANDATA.   | Cormier                          | Still in progress  |
| Feb 5, 2018 | Forward the Medium Voltage Terminations issue to the CE Code Working Group.  | CE Code Working Group            | Still in progress  |
| Feb 5, 2018 | Discuss with Don Bradshaw whether he has additional items to bring forward to the BSC.   | Wiles                            | Still in progress  |

#### 4. Matters for Discussion

##### 4.1. Governance Review

The Manager of Stakeholder Relations provided a high-level overview of all the work that has been done on the governance review, starting with the Board.

Briefing notes were included in the portal and an overview was provided of the existing bylaws and a series of questions were asked to gather input.

A round table discussion was held, and input was provided on a variety of areas including:

- What the TCC and the Sub-Council's roles should be
- How code adoption should flow
- How often the TCC should meet
- TCC membership
- How the Council should address Energy Codes

An overview was provided on how the letter ballot process is being revised to align with Council bylaws and governance best practices. Letter ballots will be used in the future only at a last resort.

An overview was provided of the following Next Steps:

- This same presentation will be provided to gain input from each sub-council
- A summary report will be provided on what was heard from the Technical Coordinating Committee as well as all sub-councils
- A draft Terms of Reference will be developed for the TCC and each of the sub-councils for review at a future meeting
- Changes will be anticipated to the bylaws
- Survey in the fall to gather feedback

#### **4.1.1. Result of Matrix Change Recommendations**

It was reported that with the new governance model, the Board will be requiring a lot more rationale for changes to a sub-council's matrix. It was also suggested that the sub-council needs to review their matrix to identify the skills needed by each seat.

There is currently a request from ESC to the Board to add a representative from the Association of Accredited Corporations of Alberta (AACA) to the ESC matrix. The AACA is predominantly made up of corporations in the oil, gas and petroleum industry. A strong rationale will be required from the ESC on why this seat is needed. It was explained that there are more Accredited Corporations in the Electrical discipline than any other discipline. It is believed that this industry segment's perspective would be valuable to have on this sub-council.

It was noted that the request has not be rejected, but simply put on hold until after the governance review is completed. If further rationale or recommendation is required, the Council liaison will bring the agenda item forward.

#### **4.2. Understanding Government Policy presentation**

A presentation was shown on screen regarding Understanding Government Policy and included in the portal for reference. Highlights of the presentation included:

- What Policy is
- Government is best defined as the Executive Branch (Cabinet)
- Government Policy Authority comes from the Constitution and Acts
- Acts allow the government to take action through many tools including Regulations and Operating Policies

- An overview was provided on:
  - How Government Policy is developed
  - How policy makers determine which policy to use
  - How laws are created
  - How Government decisions are made, including the Flow Chart used for making decisions
  - How laws are drafted
  - What the Department does
  - How the Council fits in for Safety Codes Policy
  - How the Council and the Government can work together
- It was emphasized that the Minister is ultimate accountable for making the decision

The floor was opened for questions and a discussion was held regarding the change in Ministers and how policies can change. It was explained that this does happen, but the biggest policy changes happen when there is a change in government. Relative to past delays in code adoption, the automatic code adoption process will be much more effective.

Any questions can be addressed to [lizabeth.gillean@gov.ab.ca](mailto:lizabeth.gillean@gov.ab.ca).

#### **4.3. Volunteer Needed for SCO Continuing Education Working Group**

Brian Townsend was appointed as the ESC representative on the SCO Continuing Education Working Group.

It was suggested that consideration be given to having a representative from the Educational Institutes on the working group.

This led to a discussion regarding an SCO course on Solar Energy that is being offered by the City of Edmonton and will be available free of charge in June 2018.

#### **4.4. Generlink**

An in-depth discussion was held at the AEUC regarding Meter Mounted Devices and a recommendation was made to present to the ESC for consideration.

**Don Bradshaw / Scott Basinger moved to accept the AEUC's recommendations that:**

- **The installation of the device must be done through a permit**
- **An electrician must install the device unless through a Homeowner Permit and it must be an approved product**
- **Installation of these devices cannot be done by a power line technician unless the device is utility-owned and for utility supply purposes**
- **Once installed it must be inspected by the Authority Having Jurisdiction prior to the utility re-energizing, and**
- **The utility does not have to re-energize if there is a safety concern; CARRIED**

It was further recommended that this is a Canadian Electrical Code issue, and not relative to the Utility Code. It was recommended by AEUC to bring this forward at the ESC meeting with the recommendation that this be sent to the CEC Working Group. Scott Basinger stated that he did not believe this is a CEC Working Group issue, but more relative to jurisdiction. No further action was determined, and the matter was considered closed.

#### **4.5. Corporate-Wide Variances**

Tim Driscoll reported that industry wants to see the allowance of corporate-wide variances. A status update was requested on whether this is moving forward.

Another issue relates to accepting a piece of equipment. It was noted that this is not approval of a piece of equipment, it is simply accepting the use of the equipment. The variance system is there to allow for accepting that use of equipment in a specific instance. It was suggested that the corporation should be able to make this determination either site-specific or corporate-wide. It was questioned when a tradesperson is on site and sees this deviation from the code, how will they know where a variance has been issued. It is believed that this would require education.

Concern was expressed regarding using uncertified equipment. Although the term acceptance is used, it is still circumventing the certification process.

An in-depth discussion was held regarding the two topics. It was noted that a report was provided by the Director of Codes and Standards in January 2017 stating that the Council's policy on variances is outdated. The legal framework is that if a province can issue a province-wide variance, an authority having jurisdiction can issue a jurisdiction-wide variance. Documentation is being developed to reflect this. The Manager of Stakeholder Relations will contact the Director of Codes and Standards to determine jurisdiction-wide variances apply to corporations and will report back to the sub-council. [Rossmann / Orr]

#### **4.6. Working Group Reports**

##### **4.6.1. CE Code Working Group**

The Working Group Chair reported that there were two CECWG meetings – March 7 and April 23. The March meeting was strictly relative to three solar items – 64-210(5), 64-126 and 64-070.

At the March meeting, the following two recommendations were made regarding 64-216:

- Recommend a proposed Information STANDATA for 64-216 to clarify “arc fault protection” as CSA TIL-M07 Type 1 Series protection only (as per evidence the task group is to provide).
- Draft a proposed wording change to 64-216 to recommend to ESC regarding Part 1 Section 64 requesting that the wording be clarified that Type 1 Series Protection only is required.

At the April meeting (which did not have a quorum), the following recommendation was made:

- That the proposed STANDATA, drafted by Don Bradshaw, be considered for publication to heighten awareness of the need to determine all risks and that if rodents are not considered a risk, then rodent protection would not be required.

The draft STANDATA was reviewed on screen. Clarification was sought regarding timelines of inspections. It was noted that no specific timelines are determined, but that the idea is that solar panels cannot be installed and then forgotten about. The STANDATA expands on that.

It was noted that not all systems are designed with professional involvement. The STANDATA was written in such a way that it encourages discussion with the Authority Having Jurisdiction before doing the work.

The Working Group Chair was asked that once this is approved by the Working Group, that it be sent to the ESC for discussion at the next meeting. [Basinger]

**Tim Driscoll / Scott Basinger moved to accept the draft proposed STANDATA regarding Rule 64-216, pending final approval by the Working Group, and to recommend this to the Electrical Administrator for publication; CARRIED** [Basinger / Cormier]

The Working Group has begun the review on 2-024 Use of Approved Equipment – Misapplication of Approval Marks or Labels and are leaning toward the initial draft by Rene Leduc. This revision was shown on screen. In the absence of a quorum at the Working Group meeting, this was also deferred until the next meeting. Larry DeWald explained his recommendations that were also submitted and was invited to the next working group meeting.

#### **4.6.2. Oil & Gas Code Working Group**

Tim Driscoll reported on the discussions from the last working group meeting on March 24, 2018. Highlights of the meeting included:

- Revising the working group terms of reference
- An overview was provided of the major changes to the code
- An overview was provided of future major changes that didn't make it into this code for sealing and optical cables
- Status of API 505 which will include:
  - Gas detection not to be used to change zoning
  - Recommends mitigation for unmonitored to maintain Zone 2
  - Flammable added to explosive
  - In production area, pressure adjustment factors added (same as 500)
  - The Table for Pressure Adjustment Factors was shown on screen and this is consistent with what was included in the Oil and Gas Code
- Reviewed proposed addition to STANDATA CEC-2

The working group reviewed the draft STANDATA – Fuel Trains – Zone 1 Inside Enclosure Unless Otherwise Classified Through Professional Engineering Involvement and recommended to the



ESC that the Administrator consider publishing. The floor was opened for questions and clarification was provided relative to the proposed changes.

**Tim Driscoll / Ken Hood moved to accept the draft proposed changes to STANDATA Section 18 – Hazardous Locations and to recommend this to the Electrical Administrator for publication; CARRIED** [Cormier]

#### **4.6.3. Master Electrician Working Group**

It was reported that work continues on the questions for the examination bank. Two seats will need to be filled on the working group.

##### **4.6.3.1. Master Electrician Program Outline**

The program outline was included in the portal. The Working Group Chair provided an overview of the changes made to the outline based on feedback received by the ESC.

**Darcy Teichroeb / Glenn Hedderick moved to accept the Master Electrician Program Outline, as presented; CARRIED**

#### **4.6.4. AEUC Working Group**

The Working Group Vice Chair provided a brief overview of the topics being discussed:

- Demarcation between CE Code Part 1 Installations and Utility Installations
- Street Lighting and Traffic Control Installations
- Planned Removal of CSA Z463 Electric Utility Exclusion Clause
- Safety Tips Brochure – asked if the Sub-Council wishes the AEUC to review from a technical perspective and it was confirmed that this be referred to the AEUC for feedback

Tim Driscoll provided history on CSA Z463 and how it was always intended as just a guideline for smaller utilities that don't already have well-established maintenance programs in place.

#### **4.7. Council Updates**

The following report was provided:

- Outlook meeting requests are being used to determine anticipated attendance
- All expense reports should be sent to Gerry Letendre ([gerry.letendre@safetycodes.ab.ca](mailto:gerry.letendre@safetycodes.ab.ca))
- The conference is fast approaching, and members were encouraged to get registered if they have not already done so as the hotel is running out of room
- The Council office move is complete
- The September meeting will be at the Council's new office

#### **4.8. BSC Liaison Report**

Gerry Wiles reported that he brought forward the removal of the pictograms on the STANDATA and James Orr is going back to gather more information.

It was requested that the following topics be brought forward to the BSC for discussion:

- Exterior walls on new construction and not breaking the building envelope
- Suggested revisions to STANDATA 14-BCV-012 Oil and Gas Processing Facilities

[Wiles]

#### **4.9. CSA Committee Week in Edmonton – June**

It was reported that at some of these meetings, individuals can participate as guests. A schedule of meetings was included in the portal as information. It was highly recommended as it will provide a great overview of the process.

Bob Hall will provide more information on the Emerging Professionals Workshop being held on June 19, 2018 for inclusion in the portal. [Hall / Council Administration]

If anyone wishes to participate in any of the CSA electrical meetings, contact Tim Pope, CSA.

### **5. Meeting Finalization**

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

Tim Driscoll reported on the following as information:

- Some critical changes were made to Table Tray Rules but major a redraft will occur in the next code cycle
- Changes will be forthcoming on optional testing and marking of 90° conductor ampacity for field terminations of low voltage product standards

A brief discussion was held regarding the OHS Act and when revisions to their Regulations might be anticipated. This was unknown.

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

The next meeting was reconfirmed for Monday, September 17, 2018 at the Council's new office.

##### **5.2.1. 2018 Conference & AGM**

Members were reminded of the upcoming 2018 AGM and Conference.

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

The meeting was adjourned at 3:20 p.m.

**-- NEW ACTION ITEMS --**

**4.5. Corporate-Wide Variances**

The Manager of Stakeholder Relations will contact the Director of Codes and Standard to determine if there is anything that has been revised and will report back to the sub-council.

[Rossmann / Orr]

**4.6.1. CE Code Working Group**

The Working Group Chair was asked that once this is approved by the Working Group, that it be sent to the ESC for discussion at the next meeting. [Basinger]

Tim Driscoll / Scott Basinger moved to accept the draft proposed STANDATA regarding Rule 64-216, pending final approval by the Working Group, and to recommend this to the Electrical Administrator for publication; CARRIED [Basinger / Cormier]

**4.6.2. Oil & Gas Code Working Group**

Tim Driscoll / Ken Hood moved to accept the draft proposed changes to STANDATA Section 18 – Hazardous Locations and to recommend this to the Electrical Administrator for publication; CARRIED [Cormier]

**4.8. BSC Liaison Report**

It was requested that the following topics be brought forward to the BSC for discussion:

- Exterior walls on new construction and not breaking the building envelope
- Suggested revisions to STANDATA 14-BCV-012 Oil and Gas Processing Facilities [Wiles]

**4.9. CSA Committee Week in Edmonton – June**

Bob Hall will provide more information on the Emerging Professionals Workshop being held on June 19, 2018 for inclusion in the portal. [Hall / Council Administration]

**-- MOTIONS --**

**1.1 Agenda Adoption**

**Tim Driscoll / Brian Townsend moved to adopt the agenda, as amended, with a flexible order of business to address presentations; CARRIED**

**1.2 Adoption of February 5, 2018 Minutes**

**Larry DeWald / Tim Driscoll moved to adopt the minutes of the February 5, 2018 meeting, as circulated; CARRIED**

**2.1 Draft Hazardous Locations Working Group Terms of Reference**

**Tim Driscoll / Scott Basinger moved to accept the Hazardous Locations Working Group Terms of Reference as revised, with the final list of members to be approved by the sub-council at a later date; CARRIED**

**2.2 Resignation of Roy Etwaroo (motion to accept as information)**

**Scott Basinger / Tim Driscoll moved to accept the correspondence as information, advising of the resignation of Roy Etwaroo; CARRIED**

**2.3 Resignation of Charlene Smylie (motion to accept as information)**

**Tim Driscoll / Scott Basinger moved to accept the correspondence as information, advising of the resignation of Charlene Smylie; CARRIED**

**4.4 Generlink**

**Don Bradshaw / Scott Basinger moved to accept the AEUC's recommendations that:**

- **The installation of the device must be done through a permit**
- **An electrician must install the device unless through a Homeowner Permit and it must be an approved product**
- **Installation of these devices cannot be done by a power line technician unless the device is utility-owned and for utility supply purposes**
- **Once installed it must be inspected by the Authority Having Jurisdiction prior to the utility re-energizing, and**
- **The utility does not have to re-energize if there is a safety concern; CARRIED**

#### **4.6.1. CE Code Working Group**

**Tim Driscoll / Scott Basinger moved to accept the draft proposed STANDATA regarding Rule 64-216, pending final approval by the Working Group, and to recommend this to the Electrical Administrator for publication; CARRIED**

#### **4.6.2. Oil & Gas Code Working Group**

**Tim Driscoll / Ken Hood moved to accept the draft proposed changes to STANDATA Section 18 – Hazardous Locations and to recommend this to the Electrical Administrator for publication; CARRIED**

#### **4.6.3.1. Master Electrician Program Outline**

**Darcy Teichroeb / Glenn Hedderick moved to accept the Master Electrician Program Outline, as presented; CARRIED**