



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

DATE: February 9, 2023

TIME: 9:01 a.m. to 11:08 a.m.

LOCATION: Videoconference

PRESENT: **Sub-Council Members**
Brian Townsend, Chair
Michael Chledowski, Vice Chair
Joel Kwasny
Tony Walker
Cam Wyatt
Jason Drenth
Dustin Butterfield
Alan Xia
Lisa Liusz
Dwight Cooper
Stacey Rector
Jeff Sanford
John Suh

Safety Codes Council
Allison Karch, Jennifer Johnson, Katie Rowe (Vice President, Regulatory Affairs, Governance and Policy), Mychele Joyes (Manager of Policy), Mike Roshuk (Manager of Communications)

Alberta Municipal Affairs
Kevin Glubrecht, Gregg Marshall

REGRETS: Todd Grayson

GUESTS: n/a

RECORDER: Jennifer Johnson

2023 MEETINGS: April 27, June 15

1. Meeting Opening

The Chair called the meeting to order at 9:01 a.m. Videoconference functionality was reviewed, and 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

Michael Chledowski/Lisa Liusz moved that the agenda be adopted, as circulated; CARRIED.

1.2 Adoption of the October 21, 2022 Minutes

Cam Wyatt /Joel Kwasny moved to adopt the minutes of the October 21 meeting, as circulated; CARRIED.

2. Matters for Decision

2.1. Closed Session

Michael Chledowski/Cam Wyatt moved to enter into closed session; CARRIED.
Jeff Sanford/Cam Wyatt moved to exit closed session; CARRIED.

2.1.1. Re-appointment of Brian Townsend to represent Large Transmission Utility South

Jason Drenth/ Dustin Butterfield moved to recommend to the Board re-appointment of Brian Townsend to the Electrical Utilities Sub-Council to represent Large Transmission Utility South for a term ending January 31, 2026, effective immediately; CARRIED.

2.1.2. Nomination of Scott Pederson to represent Energy

Joel Kwasny/Dwight Cooper moved to recommend to the Board appointment of Scott Pederson to the Electrical Utilities Sub-Council to represent Energy for a term ending January 31, 2026, effective immediately.

2.2. Skills Matrix Review

Sub-Council members who have not yet completed their portion of the skills matrix are asked to please submit recommended skills for their seat to Council staff for review at the next meeting. [All]

3. Review Matters Arising/Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	BILD Alberta Letter	The Chair will draft a response acknowledging the request and	Oct 21/22	Townsend	Letter is currently going through the

		explaining the sub-council has no position on the matter.			approval process, will be sent out shortly.
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4. Matters for Discussion

4.1. Safety Codes Council New Staff Introductions

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. Working Group Reports

4.3.1. AEUC Sections 0 and 2

No update, group plans to meet soon to review potential errors and omissions.

4.3.2. AEUC Section 10

Group will meet soon to review potential errors and omissions. Aiming to submit recommendation to Municipal Affairs in April.

4.4. Feedback Requested on Value/Use of Electrical Contact Reporting Data

The Administrator presented the form for documenting electrical incidents in Alberta and requested feedback from the group on the form itself as well as the usefulness of the information gathered. Feedback was positive with many members stating they use the form and the information gathered.

4.5. ESC Liaison Report

Nothing to report.

4.6. 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](#)

4.7. Council Updates

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

- Member training (Effective Meetings Workshop and Appeals Training) will be offered in Q2 2023—dates will be circulated by email once confirmed. This training is required for new members and open to any members who have not yet taken it or would like a refresher.
- The Council’s AGM and Member Appreciation event is being held in person in Edmonton on May 26, 2023 at the Delta South Edmonton. All members are encouraged to attend as it’s our way to say thank you for all the hard work you do as members throughout the year.
 - A calendar invite has been sent to all sub-council members.
 - Members are eligible for reimbursement of travel expenses in accordance with the Council Member Expense Procedure and Council’s [Travel Expense Policy](#).
 - The AGM package will be distributed in May.
 - Award nominations are now open and members are encouraged to nominate fellow sub-council members [here](#).
 - **Nominations for the Dr. Sauer Award are being accepted until March 15, 2023.** Please submit nominations using the link above.
 - Please register for the AGM/Member Appreciation by April 21 [with this link](#).

4.7.1. Finalized 2023-2024 schedule

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

- October 12, 2023
- February 1, 2024
- June 13, 2024

5. Meeting Finalization

5.1. Round Table

- There has been an issue regarding rapid shutdown for rural services being installed on the utility pole, it will be brought to the Electrical Sub-Council for discussion.
- Current utilities STANDATAS can be found here [STANDATA : Alberta Electrical Utility Code - Open Government](#). Municipal Affairs will be looking at potential changes and updates shortly.
- Dustin Butterfield would like to assist the group reviewing Section 10 with suggestions regarding vegetation management.

5.2. Next Meeting

It was noted that some members have conflicts for the next meeting scheduled for April 20th so members voted to reschedule the meeting to April 27th, at the Council office at 8:30 a.m.

5.3. Meeting Adjournment

Joel Kwasny/Dwight Cooper moved to adjourn the meeting; CARRIED.

The meeting was adjourned at 11:18 a.m.

– NEW ACTION ITEMS –

2.2. Skills Matrix Review

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– MOTIONS –

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– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (<u>Chair</u>)
AEUC Sections 0 and 2	<u>Michael Chledowski (Chair), Lisa Liusz (Vice Chair)</u> Brian Townsend, Joel Kwasny, Cam Wyatt
AEUC Section 10	<u>Brian Townsend (Chair)</u> Lisa Liusz, Dwight Cooper, Joel Kwasny