



**MINUTES OF THE
FIRST ELECTRICAL UTILITIES SUB-COUNCIL MEETING OF 2021**

DATE: November 5, 2021

TIME: 9:14 a.m. to 1:09 p.m.

LOCATION: videoconference

PRESENT: *Sub-Council Members*

Michael Chledowski

Lisa Liusz

Eldon Lazar

Joel Kwasny

Tyler Masson

Jason Drenth

Phelip Theberge

Graeme Vanderstar

Todd Grayson

Brian Townsend

Safety Codes Council

Allison Karch, Kathryn Derkach, Susan Rossmann

REGRETS: Brad Van Elslande

GUESTS: Paulo Bautista

RECORDER: Allison Karch

2022 MEETINGS: January 27, April 21, June 23, October 20 (tentative)

1. Meeting Opening

The Chair called the meeting to order at 9:14 a.m. Videoconference functionality was reviewed and a round table introduction was held.

1.1 Agenda Adoption

The following item was added to the agenda:

- 2.2. Formation of working groups for review and development of the Alberta Electrical Utility Code

Tyler Masson / Brian Townsend moved that the agenda be adopted, as amended; CARRIED.

1.2 New Member Orientation

Council staff provided an orientation to the Safety Codes Council, including its mandate, relationship to government, and the role and responsibilities of members.

2. Matters for Decision

2.1. Closed Session

Brian Townsend / Michael Chledowski moved to enter closed session; CARRIED.

Tyler Masson / Michael Chledowski moved to leave closed session; CARRIED.

2.1.1. Appointment of Tony Walker to represent Telecommunications

Todd Grayson / Jason Drenth move to recommend to the Board appointment of Tony Walker to the Electrical Utilities Sub-Council to represent Telecommunications for a term ending January 31, 2025, effective February 1, 2022; CARRIED.

2.1.2. Appointment of Cam Wyatt to represent Telecommunications

Michael Chledowski / Tyler Masson move to recommend to the Board appointment of Cam Wyatt to the Electrical Utilities Sub-Council to represent Telecommunications for a term ending January 31, 2025, effective February 1, 2022; CARRIED.

2.1.3. Reappointment of Tyler Masson to represent Small/Municipal Electrical Utility Transmission

Todd Grayson / Brian Townsend move to recommend to the Board reappointment of Tyler Masson to the Electrical Utilities Sub-Council to represent Small/Municipal Electrical Utility Transmission for a term ending January 31, 2025, effective February 1, 2022; CARRIED.

2.1.4. Chair Election

The floor was opened for nominations for Chair. Tyler Masson nominated Brian Townsend and Todd Grayson seconded the nomination. Brian Townsend accepted the nomination. Two further calls for nominations were made and there were no further nominations. **Brian Townsend was appointed Chair of the Electrical Utilities Sub-Council by acclamation.**

2.1.5. Vice Chair Election

Todd Grayson nominated Graham Vanderstar as Vice Chair and Graham Vanderstar accepted the nomination. Michael Chledowski nominated himself as Vice Chair. The group agreed that having two vice chairs would be beneficial.

Jason Drenth / Lisa Luisz moved to appoint Michael Chledowski as Vice Chair of the Electrical Utilities Sub-Council; CARRIED.

Todd Grayson / Phelip Theberge move to appoint Graham Vanderstar as Vice Chair of the Electrical Utilities Sub-Council; CARRIED.

2.2. Formation of Working Groups for Review and Development of the Alberta Electrical Utility Code

Michael Chledowski / Lisa Luisz move to form a working group to complete development of the 2022 edition of the Alberta Electrical Utility Code; CARRIED.

Todd Grayson / Tyler Masson move that the working group members will include Lisa Luisz, Joel Kwasny, Tyler Masson, Graeme Vanderstar, Brian Townsend (Working Group Chair), Phelip Theberge, Eldon Lazar, Paulo Bautista, and other members as invited by the Working Group Chair; CARRIED.

Lisa Luisz / Tyler Masson move that a draft of the 2022 edition of the Alberta Electrical Utility Code be presented at the next EUSC meeting; CARRIED.

3. Review Matters Arising/Action List

None identified

4. Matters for Discussion

4.1. Development of the next edition of the Alberta Electrical Utility Code – plan the transition of work from the AEUC Working Group

The following was discussed:

- An overview was given about the past division of labour on the AEUC Working Group to accomplish review and development of past editions of the AEUC.
- The AEUC Working Group has already done the majority of the development on the upcoming edition of the code.
- All sections need to be finalized.
- Significant work remains to be done on Section 10.
- Once all sections are finalized, they will be compiled into the full code document.

All of the outstanding work on the code will be completed by the newly-formed working group and the completed draft code will be brought to the sub-council for review and approval.

4.2. Council Updates

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

- Council office is expected to reopen on December 6, 2021, but this is subject to change.
- Professional Development for Members – please contact Gerry Letendre to register.

- New Member Orientation: Tuesday November 9, 9:00 am – 12:30 pm
- Effective Meetings Workshop and Appeals Training will be offered again in the spring.
- The Administrator of Certification at the Council is looking for feedback to help clarify the Group B entrance qualifications. Some members of the EUSC have already provided feedback and the Administrator is looking for more volunteers to provide their input. Joel Kwasny volunteered to participate. Any other EUSC members who are interested in providing input are asked to contact Kathryn.

A question was asked about any outstanding items that the ESC or AEUC WG had been working on that should be forwarded to this group. The Chair will investigate this and bring forward any items to future agendas. [Townsend]

A discussion was held about appointing a liaison to the Electrical Sub-Council to provide connection and communication about items that pertain to both sub-councils. Michael Cheldowski and Jason Drenth volunteered. It was agreed that Jason will be the primary liaison with Michael supporting and acting as liaison when Jason isn't able to.

4.2.1. 2022-2023 Meeting Schedule

Draft dates were posted in the portal and shown on screen. It is anticipated that the April and October meetings will be in person if possible, with all other dates being held by videoconference. Members were asked to notify Council staff about any major industry events that would present a conflict with these dates

5. Meeting Finalization

5.1. Round Table

A question was asked about the safety rules formerly included in Appendix A of the AEUC and whether any further conversations about them will be held with OHS. The appendix has been removed from the upcoming edition of the AEUC and it is believed that OHS will adopt CAN/ULC S801. OHS had been referencing the safety rules in the 2002 edition of the AEUC and over time the wording in the AEUC had changed. The working group had suggested that OHS continue to reference the 2002 edition rather than the current one. It was noted that these worker safety rules are out of scope of this code and are the purview of OHS.

5.2. Next Meeting

The next meeting was reconfirmed for January 27, 2022, at 9:00 a.m. via videoconference.

5.3. Meeting Adjournment

Todd Grayson / Joel Kwasny moved to adjourn; CARRIED.

The meeting was adjourned at 1:09 p.m.

– NEW ACTION ITEMS –

4.2. Council Updates

A question was asked about any outstanding items that the ESC or AEUC WG had been working on that should be forwarded to this group. The Chair will investigate this and bring forward any items to future agendas. [Townsend]

– MOTIONS –

1.1 Agenda Adoption

Tyler Masson / Brian Townsend moved that the agenda be adopted, as amended; CARRIED

2.1. Closed Session

Brian Townsend / Michael Chledowski moved to enter closed session; CARRIED

Tyler Masson / Michael Chledowski moved to leave closed session; CARRIED

2.1.1. Appointment of Tony Walker to represent Telecommunications

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2.1.4. Chair Election

Brian Townsend was appointed Chair of the Electrical Utilities Sub-Council by acclamation.

2.1.5. Vice Chair Election

Jason Drenth / Lisa Luisz moved to appoint Michael Chledowski as Vice Chair of the Electrical Utilities Sub-Council; CARRIED

Todd Grayson / Phelip Theberge move to appoint Graham Vanderstar as Vice Chair of the Electrical Utilities Sub-Council; CARRIED

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Michael Chledowski / Lisa Luisz move to form a working group to complete development of the 2022 edition of the Alberta Electrical Utility Code; CARRIED

Todd Grayson / Tyler Masson move that the working group members will include Lisa Luisz, Joel Kwasny, Tyler Masson, Graeme Vanderstar, Brian Townsend (Working Group Chair), Phelip Theberge, Eldon Lazar, Paulo Bautista, and other members as invited by the Working Group Chair; CARRIED

Lisa Luisz / Tyler Masson move that a draft of the 2022 edition of the Alberta Electrical Utility Code be presented at the next EUSC meeting; CARRIED.

– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (Chair)
2022 AEUC Development	<u>Brian Townsend</u> , Lisa Luisz, Joel Kwasny, Tyler Masson, Graeme Vanderstar, Phelip Theberge, Eldon Lazar, Paulo Bautista