



**MINUTES OF THE
FOURTH ELECTRICAL UTILITIES SUB-COUNCIL MEETING OF 2022**

DATE: October 21, 2022

TIME: 9:15 a.m. to 11:50 a.m.

LOCATION: Safety Codes Council Office

PRESENT: *Sub-Council Members*
Brian Townsend, Chair
Michael Chledowski, Vice Chair
Joel Kwasny
Cam Wyatt
Jason Drenth
Alan Xia
Lisa Liusz
Dwight Cooper
Todd Grayson
Stacey Rector
John Suh
Jeff Sandford

Safety Codes Council
Allison Karch, Jennifer Johnson, Kris Schmaltz (item 4.2. only)

Alberta Municipal Affairs
Bob Hall

REGRETS: Tony Walker, Dustin Butterfield, Eldon Lazar

GUESTS: Nicolas Leblanc, ESC Liaison; Henry Navis, Fortis Alberta

RECORDER: Jennifer Johnson

2023 MEETINGS: February 9, April 20, June 15

1. Meeting Opening

The Chair called the meeting to order at 9:15 a.m. A round table introduction was held 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

Todd Grayson/Michael Chledowski moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the June 23 Minutes

The minutes were reviewed and no corrections were made.

Joel Kwasny/Lisa Liusz moved to adopt the minutes of the June 23 meeting, as circulated; CARRIED

2. Matters for Decision

2.1. Closed Session

Cam Wyatt/Jason Drenth moved to enter into closed session; CARRIED

Lisa Liusz/Joel Kwasny moved to exit closed session; CARRIED

2.1.1. Matrix Review

Cam Wyatt/Todd Grayson moved to make no changes to the sub-council matrix; CARRIED

3. Review Matters Arising/Action List

None identified

4. Matters for Discussion

4.1. Skills Matrix

A skills matrix is being developed to identify necessary and recommended experience, qualifications, and skills for each seat on the sub-council. The matrix will be used to assist nominating organizations, sub-council members, and Council staff when soliciting and reviewing nominees. Members are asked to review and send skills matrix points for their seat to Council staff before the next meeting. [All]

4.2. Code Update Training

Kris Schmaltz, Director of Certification, Education, and Training, explained that Council staff has completed a review of the latest code changes and determined they don't warrant mandatory training for this code update cycle. The Council will send out an email to Group B SCOs letting them know the code has been updated and that they should familiarize themselves with the changes. In addition, Council staff will be evaluating current base courses to complete a gap analysis and make improvements. Any sub-council members who would like to be involved should contact Council staff.

4.3. BILD Alberta Letter

BILD Alberta has requested input regarding the need for increasing service sizes on new lots to accommodate for increased electrical demand, such as charging for electric vehicles. The following was discussed:

- The developer should determine if they would like to make that investment.
- Some utility representatives reported that they now default to 200 amp services, but there is variation across the province.
- Members felt this was a financial matter rather than safety related.
- The Chair will draft a response acknowledging the request and explaining the sub-council has no position on the matter.

[Chair]

4.4. Height of meter base in flood zone

The Administrator shared information regarding a potential conflict between Part 1 and the utility metering guide. An AHJ asked a utility company to move the meter base higher than what is in the guide. The specific situation has been resolved and the Administrator brought it to the sub-council for information. The following was discussed:

- 2021 CEC Part 1 states that service boxes shall not be placed in areas below the flood elevation line.
- Telecommunications could also be an issue as they are often installed lower due to the size of the cabinets.
- The issue was identified due to efforts to address climate change since services wouldn't be able to be disconnected in the event of a flood.
- It was noted that you would be disconnecting somewhere else, not at the property.
- There's the potential to form a working group if the issue continues to come up.

4.5. ESC Liaison Reports

The following was discussed:

- ESC members believe that some utilities may have a set of in-house standards for overhead service masts; the liaison asked members for their thoughts.
- Members agreed that it would typically be governed by Part 1.
- A customer connection guide from EPCOR showing overhead service masts was shared by a member.

4.6. Administrator/AMA Report

The Administrator reported:

- Clarence Cormier resigned on August 15th and his last day was September 2nd
- Kevin Glubrecht will be the acting Administrator for the month of October and the vacancy is expected to be filled in the coming months.
- STANDATA
 - Recently published:
 - 21-ECB-002 (REV1) – Section 2: General Rules
 - Information added regarding the use of replacement breakers in panelboards
 - 21-ECB-004 (REV1) – Section 4: Conductors

- Added information on how to deal with installations utilizing orange/yellow/brown (OYB) conductors to differentiate between different voltages
 - 21-ECB-010 (REV1) – Grounding and Bonding
 - Added information related to the bonding of fuel tanks and reference to the NFC (AE)
- Currently being updated:
 - 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.
 - Certificate and Permit Regulation – Legislation
 - Update broken links and update references from Queens Printer to Kings Printer
 - Permit Regulation – Legislation
 - Update broken links and update references from Queens Printer to Kings Printer
- Recent and upcoming meetings of interest:
 - CSA Technical Committee on Overhead Systems C22.3 No. 1 (October 18,19)
 - CSA Technical Committee on underground systems, C22.3 No.7 (October 21)
 - Safety Codes Council Appreciation Event (October 21)
 - CASES (November 28)
 - Committee on the Canadian Electrical Code, Part 1 (November 29 – December 1)
 - AEUSA (January 12, 2023)
- FYI – Recent changes in Act and Regulations not administered by Municipal Affairs
 - STAEA – Skilled Trades and Apprenticeship Education Act repeals AIT Act
 - Skilled Trades and Apprenticeship Education Act
https://www.qp.alberta.ca/1266.cfm?page=S07P88.cfm&leg_type=Acts&isbncln=9780779830701
 - Apprenticeship Educations and Industry Training Program Regulation
https://www.qp.alberta.ca/1266.cfm?page=2022_160.cfm&leg_type=Regs&isbncln=9780779831746
 - Designated Trades and Restricted Activities Regulation
https://www.qp.alberta.ca/1266.cfm?page=2022_161.cfm&leg_type=Regs&isbncln=9780779831739
 - Skilled Trades and Apprenticeship Education General Regulation
https://www.qp.alberta.ca/1266.cfm?page=2022_156.cfm&leg_type=Regs&isbncln=9780779831944

4.7. Council Updates

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

- The Council’s communication policy has been updated to include members.
 - Members must not use the Council’s name, logo, or other images in a manner that promotes a personal interest.

- Members must send any external communications related to Council business to the Manager of Stakeholder relations for review (e.g. media statements, presentations about Council at stakeholder meetings/conferences, etc.)
- Council Member Training
 - Save the date for courses offered in the fall:
 - Appeals Training: November 15 & 16, 2022
 - Effective Meetings: October 21 & November 1, 2022
- To clarify the term ‘hybrid meetings’ that we have used: this doesn’t mean that individual meetings are a hybrid of in-person and virtual, but that the Council’s overall approach is a hybrid of some meetings held in person and some held virtually. All members are asked to make an effort to attend in-person meetings in person, but there will always be the option to attend virtually if they’re not able to attend because of illness, etc.
- If any of your own contact info or your nominating organization’s contact info changes, please let Council staff know as soon as you can.

4.8. Next Steps for AEUC review

The new AEUC is available now and comes into force September 1, 2023. The following was discussed regarding next steps for the 2025 code review and updating process:

- It was suggested to create working groups for each section of the code.
- The sub-council can send questions to the working groups.
- Working groups can bring in experts in certain areas if they wish.
- It was decided to create working groups for Sections 2 and 0, and Section 10 today and leave Section 12 for a future date.
- Sections 6 and 8 may not need a working group; the sub-council can deal with items in these sections as they arise.
- Municipal Affairs technical advisor will also be invited to the working group meetings.

Todd Grayson/Alan Xia moved to form a working group to review Sections 2 and 0 and make recommendations to the sub-council for potential changes; CARRIED.

Alan Xia/Todd Grayson moved that members of the working group would include: Michael Chledowski (Chair), Lisa Liusz (Vice Chair), Brian Townsend, Joel Kwasny, Cam Wyatt, and industry support as required; CARRIED.

Alan Xia/Jason Drenth moved that the working group have an initial report prepared for presentation to the sub-council by the April 2023 meeting; CARRIED.

Michael Chledowski/Joel Kwasny motioned to form a working group to review Section 10 and make recommendations to the sub-council for potential changes; CARRIED.

Alan Xia/Todd Grayson moved that members of the working group would include: Brian Townsend (Chair), Lisa Liusz, Dwight Cooper, Joel Kwasny and industry support as required; CARRIED.

Todd Grayson/Lisa Liusz moved that the working group have an initial report prepared for presentation to the sub-council by the April 2023 meeting; CARRIED.

5. Meeting Finalization

5.1. Round Table

- Council staff are working on updates to the new member orientation and will let members know once it's ready.

5.2. Next Meeting

The next meeting was reconfirmed for February 2, 2023 at 8:30 a.m.

5.3. Meeting Adjournment

Lisa Liusz/ Michael Chledowski moved to adjourn the meeting; CARRIED

The meeting was adjourned at 11:50 a.m.

– NEW ACTION ITEMS –

4.1. Skills Matrix

Members are asked to review and send skills matrix points for their seat to Council staff before the next meeting. [All]

4.3. BILD Alberta Letter

The Chair will draft a response acknowledging the request and explaining the sub-council has no position on the matter. [Chair]

– MOTIONS –

1.1 Agenda Adoption

Todd Grayson/Michael Chledowski moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the June 23 Minutes

Joel Kwasny/Lisa Liusz moved to adopt the minutes of the June 23 meeting, as circulated; CARRIED

2.1. Closed Session

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Lisa Liusz/Joel Kwasny moved to exit closed session; CARRIED

2.1.1. Matrix Review

Cam Wyatt/Todd Grayson moved to make no changes to the sub-council matrix; CARRIED

4.8. Next Steps for AEUC review

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Alan Xia/Todd Grayson moved that members of the working group would include: Michael Chledowski (Chair), Lisa Liusz (Vice Chair), Brian Townsend, Joel Kwasny, Cam Wyatt, and industry support as required; CARRIED.

Alan Xia/Jason Drenth moved that the working group have an initial report prepared for presentation to the sub-council by the April 2023 meeting; CARRIED.

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Todd Grayson/Lisa Liusz moved that the working group have an initial report prepared for presentation to the sub-council by the April 2023 meeting; CARRIED.

5.3. Meeting Adjournment

Lisa Liusz/ Michael Chledowski moved to adjourn the meeting; CARRIED

– 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