



**MINUTES OF THE
FIRST ELEVATORS SUB-COUNCIL MEETING OF 2022**

DATE: April 7, 2022

TIME: 9:16 a.m. to 12:12 p.m.

LOCATION: videoconference

PRESENT: *Sub-Council Members*
JC Bawa, Chair
Sarah Burghardt (until 12:03 p.m.)
Jeff Case
Don Ireland, Vice Chair
Barbara Shipman
Richard Meunier
Jeff Mitchell
Ernie Paustian
Stephen Weston
Rob Pelletier (until 11:30 a.m.)
Jarret Young

Safety Codes Council
Kathryn Derkach, Allison Karch, Susan Rossmann (until 11:00 a.m.)

Alberta Municipal Affairs
Dean Bruce

REGRETS: Andrew Cross

GUESTS: Al Griffin, AEDARSA

RECORDER: Kathryn Derkach

2022 MEETINGS: October 13

1. Meeting Opening

The Chair called the meeting to order at 9:16 a.m. A round table introduction was held and an overview of videoconference functionality was provided. Members were reminded that their primary duty is to act in the interest of safety in the build environment for the benefit of all Albertans and that they must declare any real or perceived conflicts of interest.

1.1 Agenda Adoption

Jeff Case / Barbara Shipman moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the October 6, 2021 Minutes

Jeff Case / Ernie Paustian moved to adopt the minutes of the October 6, 2021 meeting, as circulated; CARRIED

2. Matters for Decision

2.1. Closed Session

Sarah Burghardt / Stephen Weston moved to go into closed session; CARRIED

Richard Meunier / Jeff Mitchell moved to come out of closed session; CARRIED

2.1.1. Reappointment of Ernie Paustian to represent Real Estate Industry

Stephen Weston / Jarret Young moved to recommend to the Board reappointment of Ernie Paustian to the Elevators Sub-Council to represent Real Estate Industry for a term ending January 31, 2024, effective immediately; CARRIED

3. Review Matters Arising/Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	Safety Codes System in the Elevating Devices Discipline	Municipal Affairs is responsible for safety in the built environment under the Safety Codes Act, while Alberta Apprenticeship and Industry Training is responsible for formal training of journeyman elevator mechanics. More information will be brought forward at the next meeting.	Oct 6/21	Bruce/Council Administration	The Administrator will prepare a presentation for the next meeting on how various groups work together in elevating devices.
2.	Elevator and Escalator Safety Awareness	Awareness communications are being developed with support from MA and AEDARDSA to provide building owners with safety information and links for additional information. The working group will continue work on the draft technical content which will be brought back to the sub-council for final review.	Oct 6/21	Burghardt / Elevator and Escalator Safety Working Group	In progress

4. Matters for Discussion

4.1. Working Group Reports

4.1.1. Elevator and Escalator Safety

The following was discussed:

- Work continues on the content for documents that can be provided to BOMA and other industry groups. When content is finalized and approved by the sub-council, Council staff will edit and lay it out.
- **Jarret Young / Stephen Weston moved that Jarret Young to join the Elevator and Escalator Safety working group; CARRIED.**
- AEDARSA will be included in some of the working group meetings.
- Council staff will work with the Chair to schedule a working group meeting. [Burghardt/Council Administration]

4.1.2. Impacts of Not Adopting CSA B44 section 8.11.1.1-8.11.1.2

Background was given on this section of the code, which was struck out via the Elevating Devices Codes Regulation and thus not adopted in Alberta.

It was noted that this issue may come down to the interpretation of the word 'witness'. Witnessing of the testing was always to be done in Alberta, but the qualifications of that witness have been the topic of discussion of this working group.

Different disciplines may have different interpretations of the word 'witness'. In building, it means you have to be on site and have specific credentials. In plumbing, it can mean anything from having documentation that something was done to having a site inspection to someone watching the actual test. For elevators, it means documentation in a log book with declarations that the test has been completed. It does not mean there needs to be someone on site watching the test being done.

There is a code clause that states witnessing of the testing must be carried out by a QEI certified person. In Alberta, SCOs generally witness testing by way of a log book or declaration. There may be situations in which the SCO may say that they want to actually watch the test being done.

Under the new Elevating Devices Codes Regulation 2021, which takes effect December 2022, this section will not be struck out. The interpretation is that nothing has changed with respect to the requirements for mechanics regarding this situation. The expectation is that Section 8.6 (requirements and testing) is completed and Section 8.11 (testing procedure) is completed as it pertains to Section 8.6.

It was reported that this topic is causing confusion in industry. The Administrator clarified that the intent of the clause has never changed and the work still needs to be completed under Section 8.6. It is hoped that the adoption of the new regulation and code will help to clarify. Municipal Affairs is working on a STANDATA to further clarify this issue.

The working group will meet with the Administrator to have further dialog and work on a recommendation for the sub-council. [Cross/Council Administration]

4.2. Administrator/AMA Report

The Administrator reported:

- Municipal Affairs staff are back in the office starting in April. There is a hybrid program in place for staff to work from home some days.
- There is a new ADM, Shawn Ewasiuk. He formerly held the position of Executive Director and that position is currently vacant with a replacement being sought.
- The Administrative Penalties Program is now in force. This program was created to improve compliance through incentives and various penalties. It has not been used in the elevators discipline yet.
- Two new authorized accredited agencies have been fully accredited for inspections, with AEDARSA accepting inspections reports from both agencies.
- Publication of the new code is expected in the fall of 2022. Timely code adoption will apply to this code, meaning it will automatically come into force one year after the publication date. This gives the EVSC one year to review the code and identify any issues for stakeholders.
- A question was asked about potential conflicts of interest regarding accredited agencies performing inspections while also providing consulting services. It was noted that agencies must follow their QMPs, the Safety Codes Act, and associated regulations, and SCOs must abide by their code of ethics. If there are any concerns with SCOs, inspections, or accredited agencies, they should be brought to the Administrator of Elevating Devices, the Administrator of Accreditation, or the Administrator of Certification.
- A presentation was given reviewing the new regulatory framework in the elevating devices discipline.
 - The Elevating Devices Codes Regulation 19/2015 is currently in force with respect to E355 devices, designed for low rise, man lifts, construction hoists.
 - An Order in Council came out in November 2021 that outlines amendments to the Regulation, including removing Alberta specific requirements that can be addressed through other means and adding wording to allow timely code adoption.
 - The amendments take effect on December 1, 2022.
 - A [notice outlining the changes](#) was sent out and can be found on the Municipal Affairs website.
 - Going forward, STANDATA will be used to make Alberta-specific amendments to elevating devices codes.
 - STANDATA are documents that can implement amendments to the codes.
 - There are four types of STANDATA: interpretations, variances, notices and information bulletins.
 - The Elevating Devices Administrator has the authority to create and issue STANDATAs.
 - Sub-councils are often asked to review and make recommendations around STANDATA.
 - This process is already in use by other disciplines.
 - Discussions around training seminars for this new process is underway with AEDARSA.
- An overview was given of a recent incident involving an elevator in Calgary.

- An elevator stalled halfway up the tower.
- Fire rescue services was called to evacuate people in the elevator, which was done without any physical injuries.
- It was found that a number of directives were given to service the elevator prior to the incident.
- Timelines have now been implemented for orders to help ensure issues are resolved before an incident can take place.

4.3. AEDARSA Report

A written report was provided and the following was discussed:

- AEDARSA’s “Compliance Monitoring Program Declarations” report for the 2021 operating year indicates that the Category-1 tests and brake dismantling and signing of logbooks completed by Elevating Devices Service Providers (EDSP) program continues to be successful despite dealing with Covid-19. The final findings indicate approximately 14,889 elevating devices were reported out of 15,319 units in the AEDARSA database.
- Based on the initial analysis of the data from the 2021, the program will continue for the 2022 operating year.
- Information Bulletins are being continuously updated. AEDARSA is working on making it quicker and easier to find items on their website. There will be an automatic notification service when a new Information Bulletin is posted on the [AEDARSA website](#).
- Category-5 Tests are to be completed by December 2022 and AEDARSA has reviewed and accepts the use of “Alternate Means of Testing” without the use of weights, provided that the personnel using the Henning Alternate Testing Tool have received the proper training and certificate issued by the Henning Tool Supplier.
- AEDARSA will be hosting a two-day Alberta Elevator Industry Seminar (AEIS) in Edmonton in September 2022. It is open to all industry stakeholders but is primary held to help elevator mechanics. There is no cost for the seminar, but the participants must pay for their own travel and accommodation.
- AEDARSA held a successful introductory regulation and code course for Calgary IUEC elevator mechanics in June 2021. AEDARSA will be offering additional courses in the future about regulatory and code requirements for elevator mechanics who would like to attend. Interested individuals should contact AEDARSA.
- AEDARSA is considering providing an explanation guide to explain how the ASME A17.1-2019/CSA B44-19 and future codes are being adopted under timely code adoption.
- It was noted that there were no major incidents, mainly device misuse.

4.4. Council Updates

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

- The Council office reopened on March 14th.
 - Staff may continue to work from home on some days.
 - All meetings that have been identified as tentatively in-person remain so.
 - Staff will contact members prior to the next meeting to ascertain how many people plan to attend in person. If fewer than half of members plan to do so, the meeting will be held virtually instead.

- There is always the option for members to participate in in-person meetings virtually instead; please let Council staff know if you intend to attend an in-person meeting virtually.
- Council AGM will be held virtually in the fall along with an in-person volunteer appreciation event.
 - There will not be a spring Council Conference in Banff.
- The Council is looking for members' input on what safety system data would be beneficial to collect and analyze.
 - Please feel free to provide your thoughts by email to allison.karch@safetycodes.ab.ca
- Council Member Training
 - New Member Orientation: April 28, 9:00 a.m. – 12:30 p.m.
 - Contact gerry.letendre@safetycodes.ab.ca to register.
 - These will be offered in the fall as well.
 - Appeals Training: November 15 & 16, 2022.
- Watch past webinars on the [Council website](#).

5. Meeting Finalization

5.1. Round Table

No items were brought forward.

5.2. Next Meeting

The next meeting was reconfirmed for October 13, 2022, tentatively in person at the Council office at 9:00 a.m.

5.3. Meeting Adjournment

Jeff Case / Stephen Weston moved to adjourn the meeting; CARRIED

The meeting was adjourned at 12:12 p.m.

– NEW ACTION ITEMS –

4.1.1. Elevator and Escalator Safety

Council staff will work with the Chair to schedule a working group meeting. [Burghardt/ Council Administration]

4.1.2. Impacts of Not Adopting CSA B44 section 8.11.1.1-8.11.1.2

The working group will meet with the Administrator to have further dialog and work on a recommendation for the sub-council. [Cross/Council Administration]

– MOTIONS –

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4.1.1. Elevator and Escalator Safety

Jarret Young / Stephen Weston moved for Jarret Young to join the Elevator and Escalator Safety working group; CARRIED.

5.3. Meeting Adjournment

Jeff Case / Stephen Weston moved to adjourn the meeting; CARRIED

– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (<u>Chair</u>)
Elevator and Escalator Safety Working Group	<u>Sarah Burghardt</u> , JC Bawa, Stephen Weston, Don Ireland, Jarret Young
Impacts of not adopting CSA B44 section 8.11.1.1-8.11.1.2	<u>Andrew Cross</u> , Don Ireland, Jeff Mitchell, Richard Meunier, Sarah Burghardt, JC Bawa, Ernie Paustian