



**MINUTES OF THE
SECOND ELEVATORS SUB-COUNCIL MEETING OF 2020**

DATE: September 30, 2020

TIME: 9:30 a.m. to 1:20 p.m.

LOCATION: Teleconference

PRESENT: **Sub-Council Members**
JC Bawa, Chair
Sarah Burghardt
Jeff Case
Andrew Cross
Don Ireland, Vice Chair
Richard Meunier
Jeff Mitchell
Ernie Paustian
Daniel Theriault

Safety Codes Council
Amina Deiab (Item 1.1), Kathryn Derkach, Jennifer Johnson
Michael Lalonde, Kris Schmaltz (Item 4.2)

Alberta Municipal Affairs
Dean Bruce, Bohdan Yard

REGRETS: Salim Merchant
Lonny Vanderheide
Stephen Weston

GUESTS: Al Griffin, AEDARSA

RECORDER: Jennifer Johnson

2020 MEETINGS: December 16

1. Meeting Opening

The Chair called the meeting to order at 9:30 a.m. A round table introduction was held. New President and CEO of the Safety Codes Council, Amina Deiab, took a few minutes to introduce herself to the sub-council.

1.1 Agenda Adoption

Richard Meunier/Daniel Theriault moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the February 19, 2020 Minutes

The minutes were reviewed and the following correction was made in the AEDARSA report:

- The administration of data collected by the Authorized Accredited Agencies and the scheduling of when in-service inspections are required is a responsibility that has been delegated to AEDARSA from the government of Alberta.

Ernie Paustian/Sarah Burghardt moved to adopt the minutes of the February 19, 2020 meeting, as amended; CARRIED

2. Matters for Decision

2.1. Closed Session

Andrew Cross/Daniel Theriault moved to go into closed session; CARRIED.

Dan Theriault/Richard Meunier moved to come out of closed session; CARRIED.

2.1.1. Reappointment of Don Ireland to represent Labour

Daniel Theriault/Jeff Case moved to recommend to the Board reappointment of Don Ireland to the Elevators Sub-Council to represent Labour for a term ending January 31, 2024, effective February 1, 2021; CARRIED

2.1.2. Reappointment of Richard Meunier to represent Small Manufacturers and Lifts for Persons with Physical Disabilities Industry

Sarah Burghardt/ Andrew Cross moved to recommend to the Board reappointment of Richard Meunier to the Elevators Sub-Council to represent Small Manufacturers and Lifts for Persons with Physical Disabilities Industry for a term ending January 31, 2024, effective February 1, 2021; CARRIED.

2.1.3. Reappointment of Steve Weston to represent Building Owners

Jeff Case/Ernie Paustian moved to recommend to the Board reappointment of Steve Weston to the Elevators Sub-Council to represent Building Owners for a term ending January 31, 2024, effective February 1, 2021; CARRIED.

2.2. Skills Matrix Review

The skills matrix was reviewed and members were asked to send recommended skills for their seat to Kathryn or Jennifer

[All]

2.2. Matrix Review

The sub-council matrix was reviewed and edited to ensure it continues to appropriately represent the elevator discipline.

Richard Meunier/Jeff Case moved to change the name of Small Manufacturers and Lifts for Persons with Physical Disabilities Industry to Small Manufacturers and Lifts for Barrier-Free Access in the Elevators sub-council matrix; CARRIED.

3. Review Matters Arising/Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	Draft STANDTA regarding building permits	The Administrator will work with the Building Administrator to improve the wording and ensure it is clear enough to help an SCO decide if a building permit is required.	Feb 19 2020	Bruce	Draft has been created, will confirm status with BSC Administrator.
2.	Elevator and Escalator Safety Week	There is an elevator and escalator safety awareness week in the fall, perhaps there is a way to use this to enhance communication. Members will take this back to their nominating organizations to see if there is support for a public information campaign.	Feb 19 2020	Sub-Council Members	No update at this time, leave on for now. EESF.org was suggested as an example of a good educational awareness organization.

4. Matters for Discussion

4.1. AGM Updates

The following was discussed and a presentation is available in the portal

- Safety Codes Council AGM was postponed this year due to Covid-19 and plans are being made to host it virtually towards the end of October
- Need to hold the AGM to approve the bylaw changes that were recommended as a result of last year's governance review
- A refresher of the recommendations was provided: dissolve the TCC, creation of two new sub-councils for Utilities and Private Sewage Disposal Systems

4.2. Council Education Presentation

A presentation by Kris Schmaltz and Michael Lalonde was included in the portal and the highlights from the presentation included:

- The Council is reviewing its approach to education and training in the system and has developed outcomes and principles to guide programming
- Looking for stakeholder feedback on the proposed future direction of building capacity system-wide through shared understanding and knowledge, and any gaps anyone sees regarding education in the system.

- Targeting a broader system-wide audience could improve shared consistency in understanding of roles, responsibilities, and general knowledge in the safety system

After the presentation, the following was discussed:

- Recognize that the elevators and escalators discipline is a bit different as they do have some training available through AEDARSA
- Gaps identified include engineers (expectations and requirements) and mechanics (code information, new and old)
- Awareness campaigns for general public regarding safety codes (ie. Not using stopped escalators as stairs)
- Will know it was successful based on the feedback from stakeholder groups and if there are less deficiencies

4.3. Working Group Reports

4.3.1. Using Stopped Escalators as Stairs

The following was discussed:

- Final report was submitted with recommendations but working group Chair has requested an additional meeting to discuss further
- If members have any comments or concerns, please send them to Dan or JC and they will take them to that meeting

4.3.2. CSA B355 Code Review

Richard Meunier/Daniel Theriault moved to form a working group to investigate the adoption of the 2019 version of CSA B355; CARRIED.

Ernie Paustian/Sarah Burghardt moved that the working group would provide a recommendation by the next EVSC meeting; CARRIED.

Richard Meunier/Jeff Mitchell moved that the following members sit on the working group: Richard Meunier (Chair), Ernie Paustian, JC Bawa and Lonny Vanderheide with Municipal Affairs and AEDARSA representatives as needed; CARRIED.

4.3.3. ASME A17.1/CSA B44 Code Review

Jeff Case/Daniel Theriault move to form a working group to investigate the adoption of the 2019 version of ASME A17.1/CSA B44; CARRIED.

Sarah Burghardt/Don Ireland move that the working group would provide a recommendation by the next EVSC meeting; CARRIED.

Daniel Theriault/Jeff Case move that the following members sit on the working group: Dan Theriault (Chair), Andrew Cross, JC Bawa, Don Ireland, Jeff Mitchell and Lonny Vanderheide with Municipal Affairs and AEDARSA representatives as needed; CARRIED.

4.4. Administrator/AMA Report

The Administrator reported:

- Employees are currently in phase 2 of 3 for returning to work
- New Minister of Municipal Affairs is Tracy Allard
- New Executive Director is Shawn Ewasiuk, came from Alberta Seniors and Housing
- Bill has been passed allowing monetary fines for non-compliance with the Safety Codes Act
- Current priority is 2019 code adoption, timeline for comments is end of December

4.5. AEDARSA Report

It was reported:

- Annual report has been released and is available on the website
- Compliance monitoring program declarations for 2019 show improvement from previous years
- Discussion around how to ensure work is being done correctly, reminder that they sign a legal document to confirm it and in service inspections continue
- Guide for Inspections is a useful book for mechanics

4.6. 2021 Meeting Dates

Proposed 2021 meeting dates were posted in the portal and reviewed by members.

4.7. Council Updates

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

- Staff continue to work from home until October
- Sub-council meetings continue to be online until further notice, members are asked to provide any feedback on how to improve the meeting experience
- ASCA has taken over responsibility for storage tank systems
- Reminder to please fill out the member survey
- We have a new President & CEO, Amina Deiab
- Increasing our social media presence, please forward any info your nominating organization would like to share with the general public
- Launching a new public website soon and would like a couple of members to review and provide feedback

5. Meeting Finalization

5.1. Round Table

- Daniel Theriault reported that his nominating organization has identified potential for issues when buildings are upgraded and move from analog, will do more investigation and bring more info to next meeting
- Jeff Case identified that glass back walls in elevators are showing up as deficiencies in some cases, will connect with AEDARSA to discuss further.

5.2. Next Meeting

The next meeting was reconfirmed for December 16, 2020 via teleconference at 9:30 a.m.

5.3. Meeting Adjournment

Dan Theriault/Jeff Case moved to adjourn the meeting at 1:20 p.m.

– NEW ACTION ITEMS –

2.2. Skills Matrix Review

The skills matrix was reviewed and members were asked to send recommended skills for their seat to Kathryn or Jennifer

[All]

– MOTIONS –

1. Meeting Opening

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– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (Chair)
Using Stopped Escalators as Stairs Joint Working Group (EVSC)	Dan Theriault, <u>Corey Klimchuk</u> , Rick Gratton, JC Bawa, Stephen Weston, Lonny Vanderheide, Don Ireland, Salim Merchant
CSA B355 Code Review	Richard Meunier, Ernie Paustian, JC Bawa, and Lonny Vanderheide
ASME A17.1/CSA B44	Dan Theriault, Andrew Cross, JC Bawa, Don Ireland, and Lonny Vanderheide