



Safety Codes Council

MINUTES OF THE FIRST FIRE SUB-COUNCIL MEETING OF 2018

- DATE:** January 11, 2018
- TIME:** 9:00 a.m. to 11:48 a.m.
- LOCATION:** Radisson Hotel, Edmonton
- PRESENT:**
- Sub-Council Members**
 - Michael Walker, Chair
 - Mike Baker
 - Allan Blatz
 - Michael Bos
 - Hunter Langpap
 - Gary Mayorchak, Vice Chair North
 - Mario Poser
 - Safety Codes Council**
 - Peter Thomas, Allison Karch
 - Alberta Municipal Affairs**
 - Tina Parker (Acting Administrator), Liz Gillean
 - Guests**
 - Cameron Bardas
- REGRETS:** Joseph Davis
Robbin Foxcroft, Vice Chair South
Stephen Suen
- RECORDING SECRETARY:** Sandi Orr
- 2018 MEETINGS:** March 22, May 10, September 13, November 22

1. Meeting Opening

The meeting was called to order by the Chair at 9:02 a.m. and a round table introduction was held.

1.1. Agenda Adoption

Gary Mayorchak / Mike Baker moved to adopt the agenda, as circulated; CARRIED

Later in the meeting, the following additional item was brought forward:

Michael Bos / Allan Blatz moved to add 2.4 - Alberta Fire Code Amendment Regulation to the agenda; CARRIED

1.2. Previous Minutes

1.2.1. Adoption of November 21, 2017

The minutes were reviewed and the following was corrected:

- 4.11 – the words “High Hazard” were deleted

Mario Poser / Michael Bos moved to adopt the minutes of November 21, 2017, as corrected; CARRIED

2. Matters for Decision

2.1. Appointments

2.1.1. Nomination of Chris Taylor to represent Building Owners

The nomination was included in the portal and reviewed. An overview was provided regarding the nominating organizations previously switching back and forth between BOMA North and BOMA South. In discussions with both organizations, it was agreed that both organizations will be approached when a nomination is required and then they'll decide between the two organizations which one will submit a nomination.

Michael Bos / Mario Poser moved to recommend to the Board the appoint of Chris Taylor to the Fire Sub-Council, representing the Building Owners industry segment for a term until January 31, 2021, effective immediately; CARRIED

2.1.2. Nomination of Cammie Laird to represent Rural Municipalities

The nomination was included in the portal and reviewed.

Mike Baker / Allan Blatz moved to recommend to the Board the appointment of Cammie Laird to the Fire Sub-Council, representing the Rural Municipalities industry segment for a term until January 31, 2021, effective immediately; CARRIED

2.2. Results of Letter Ballot 08-17 FSC

The letter ballot results were included in the portal and reviewed.

Allan Blatz / Mike Baker moved to accept the results of Letter Ballot 08-17 (Code Change Proposal Review), as information; CARRIED

2.3. Draft STANDATA Buildings Used for Parking, Servicing, and/or Repairing Tank Vehicles

The redrafted STANDATA was included in the portal and reviewed. It was questioned whether there was any additional information that should be included. After a brief discussion regarding the differences in versions, it was recognized that the sub-councils provide advice, but the publishing of the STANDATA is the responsibility of the Administrator.

It was questioned regarding the term “limit the impact of explosion/fire” and suggested this address “prevention”.

The Acting Fire Administrator will verify the final draft and will include this in the portal for final feedback. [Parker]

Allan Blatz / Gary Mayorchak moved to support the publishing of the redrafted Joint Building/Fire STANDATA – Buildings Used for Parking, Repairing and/or Servicing Tank Vehicles, pending any minor changes of the final version; CARRIED

2.4 Alberta Fire Code Amendment Regulation

It was questioned regarding the reason for changing the Alberta Fire Code Amendment Regulation and it was clarified that it is to get the codes as up to date as possible while working towards full harmonization, which is to take place with the National Fire Code (NFC) 2020. The upcoming code would be based on the 2015 national codes. An Alberta supplement will be created when adopting the NFC 2020.

The three-column document was included in the portal and reviewed on screen. An in-depth discussion was held regarding the wording and it was emphasized that the new wording “amended or replaced from time to time” is the most critical change as it allows for the automatic adoption of future codes. Concern was expressed regarding the title of the code being *National Fire Code 2015 - Alberta Edition*. The members of the sub-council believe that the year 2015 will confuse users of the code since the code is being adopted in 2018. It is believed the term “National Fire Code – Alberta Edition” may also cause confusion since it is expected that any Alberta-specific provisions would be embedded in the code rather than in an Alberta supplement as is expected for the 2020 code. Members noted there may be uncertainty on which code is in force and it is critical that the right version is being used. It was suggested that the new version of the code should be titled Alberta Fire Code 2018.

Members were reminded that a great deal of justification and rationale will be required for Alberta specific provisions in the future.

Mike Baker / Gary Mayorchak moved that the next edition of the code be titled Alberta Fire Code 2018; CARRIED

It was further suggested that AMA provide rationale on the name change and what processes will be used to ensure code users know which codes are in force, especially if the Regulation is not going to be amended in the future. [Gillean / Parker]

Michael Bos was asked to bring this item forward for discussion at the upcoming Building Sub-council meeting. [Bos]

3. Review Matters Arising/Action List

Date	Action	Responsible	Status/Update
Nov 23, 2016	Qualified Persons Registry (E.2.06.11) UPDATE: A brief overview was provided on the Registry for the benefit of new members. This is being reviewed by Policy before moving up to the ADM with the recommendation for a change to the Permit Regulation.	AMA & Council Mgmt	In progress
Nov 23, 2016	Food Trucks Guidelines/STANDATA draft for review UPDATE: Being reviewed by NFPA and Legal Counsel	Jess	Still under review
Nov 23, 2016	Fireworks Discussion to be left on action list until info on the policy direction can be provided UPDATE: Acting Administrator will follow up	Jess/Parker	Nothing to update
Nov 23, 2016	Determine most appropriate means to get info on use of sea containers as buildings to industry (E.3.05.14)	Parker	On agenda
May 11, 2017	Circulate list of unresolved issues regarding NFC/AFC Harmonization.	Parker	In progress
Sept 14, 2017	Advise that inquiries re. whether a National Regulatory representative would be appropriate on the sub-councils should be forwarded directly to the Council.	Jess/Parker	Remove from the agenda
Sept 14, 2017	Ask whether report on high rise inspections in the City of Edmonton may be shared with the FSC once complete (arose during Grenfell Tower Fire discussion)	Mayorchak	OK to share, Still awaiting final results

Sept 14, 2017	Bring the Grenfell Tower Fire discussion forward at the BSC January 25/18	Bos	Meeting on Jan 25/18
Nov 21, 2017	Provide feedback on draft STANDATA BCB-FCB Buildings Used for the Parking, Repair, or Servicing of Tank Vehicles	All	Completed, remove from agenda
Nov 21, 2017	Ask BSC Chair to poll BSC Members about whether they want to participate on the FSC Occupant Load Working Group/Joint Working Group	Council Administration/ Dessario	Meeting on Jan 25/18
Nov 21, 2017	Draft Terms of Reference for Occupant Load Working Group	Council Administration	Being drafted
Nov 21, 2017	Correspond with BSC Code Change Proposal Working Group regarding recommendations	Baker	Completed, remove from agenda
Nov 21, 2017	Building Licensing presentation was provided to BSC and this presentation could be made to FSC or posted in the portal. UPDATE: Will add presentation to portal to determine if a future presentation is needed to FSC.	AMA/ Council Administration	Will be added to today's meeting folder

4. Matters for Discussion

4.1. Code Change Proposal Review Working Group Update

It was reported that the code change proposal review was completed, a letter ballot of recommendations was approved by the sub-council and this feedback was provided to Municipal Affairs for them to submit to the National Research Council.

The Working Group will work with the Acting Administrator on work to harmonize the Alberta and National fire codes.

[Working Group / Parker]

4.2. Fire Administrator's Report

The Acting Administrator read a report from the Director of Codes and Standards regarding automatic code adoption:

The Minister has approved the recommendation to amend the building, fire, energy efficiency and elevating devices regulations in 2018 to allow for automatic adoption. The current planned date for adoption is November 2018 for building, fire, energy and coming into force in April 2019. This could change to an earlier date. This approval also means that Alberta will be adopting the 2016 edition of the Elevating Devices Code; the 2015 edition of the National Energy Code for Buildings; and adopting the Alberta Building Code and Alberta Fire Code based on the 2015 editions of the National Building Code and National Fire Code. In consideration of the time limitations, the plan to harmonize the building and fire codes will take place during this upcoming code adoption and for the 2020 national code

cycle. Alberta specific technical requirements that remain will be allowed to stay in the NBC and NFC Alberta editions, as these codes are still Alberta codes. For the Elevating Devices Code Regulation, the Alberta specific requirements currently in the regulation will be reviewed and those differences that are retained will be placed in an Alberta supplement document to the code.

While there has been substantial work already completed regarding comparative analysis between provincial and national codes and review with sub-councils, the work to complete this project will take priority and require formal structuring, planning, team designations and other actions we normally associate with code adoption. The work will involve an integrated approach and close partnership with PSD's Strategic System and Reports and the Safety Codes Council. For building, fire and energy, both the cities of Calgary and Edmonton have offered staff assistance, and the National Research Council (NRC) is dedicating its resources to this project. NRC will also be providing free seminars/training on the codes in Alberta. There are many other related activities underway, which will be communicated shortly.

The following was also reported regarding Secondary Suites:

As a reminder, the requirements for secondary suites will be aligned with the national codes. This means that the AFC requirements will reference the ABC requirements – there will not be a difference between the requirements in the ABC and AFC. This is important, as it is incorrect to say the secondary suites requirements are “being taken out of the AFC”. The standards are simply being aligned, as the difference when secondary suites were first adopted was to allow for a transition for existing homes. That period has long past and no longer needed. It will mean a discussion of how best to communicate the change, as building/fire inspections may need to be administered differently in the municipalities for secondary suites.

There will be substantial communication respecting what has changed in the codes, but we cannot release bulletins at this time – it needs to be a coordinated exercise with all changes. However, should any municipality need a written confirmation of the change, we would be pleased to provide such confirmation by email. Eventually, a bulletin on this change and others will be issued this year.

The Acting Administrator reported that the following STANDATAs were included in the portal:

- 2016-09-27_Draft 14-BCB-FCB Occupancy of Buildings Under Construction
- 2017-10-20_Draft BCB Commissioning
- Bulletin 14-FCB-001 Portable Fire Extinguishers
- Shipping Containers

Shipping Containers Information Bulletin

The Shipping Containers Information Bulletin was reviewed, and the following was noted:

- There is no enforceable requirement to include a placard on a shipping container used for storage. It was suggested that the Fire Safety Plan could require the owner to identify

what is stored in the container. The contents cannot be easily seen, and it is believed to be critical that the contents of the shipping container be identified easily from the outside. The Acting Administrator will research how this could be enforceable.

- It was questioned whether there is a Building Code article that determines distance from combustible structures or materials.
- A discussion was held regarding the sentence “not intended for use for long term storage” and whether that statement should be included.
- Some municipalities have made the decision not to allow the use of shipping containers as buildings.
- It was suggested that a sentence could be added similar to “Discuss the use of shipping containers as buildings with the Authority Having Jurisdiction to determine whether permits are required.”
- Consider referencing AFC 3.1.2.2.

The Acting Fire Administrator will continue to work on the Shipping Container STANDATA for further discussion at the March 2018 meeting. [Parker]

14-FCB-001 Portable Fire Extinguishers

Bulletin 14-FCB-001 - Portable Fire Extinguishers was reviewed on screen. It was clarified that this merges 11 Interpretations and Information Bulletins. Members were asked to provide feedback to the Acting Administrator by January 25, 2018. [All]

2016-09-27 Draft 14-BCB-FCB Occupancy of Buildings Under Construction

Draft Bulletin - Occupancy of Buildings Under Construction was reviewed. Members were asked to provide feedback to the Acting Administrator by January 25, 2018. [All]

2017-10-20 Draft BCB Commissioning

Draft Bulletin – Commissioning was reviewed. Members were asked to provide feedback to the Acting Administrator by January 25, 2018. [All]

4.3. Office of the Fire Commissioner’s Report

This item was deferred to the next meeting.

4.4. BSC Liaison Report

It was reported that the next meeting is on January 25, 2018.

4.5. Council Updates

The following was reported:

- Members were reminded that nominations for the Dr. Sauer Award are being accepted now until March 30, 2018. Nomination forms are available on the main page of the portal. The award recognizes an exceptional sub-council member and members were encouraged to submit a nomination.

- The Council would like to move the sub-council's annual matrix review to be finalized by May each year, recognizing that discussions could begin prior to that.
- Moving forward, the Board requires strong rationale for changes to a sub-council's matrix.

4.5.1. Resignation of Bob Zifkin from BSC

It was reported that a new Public Member has been appointed to the Building Sub-Council by the Minister and Bob Zifkin's appointment has expired. As Mr. Zifkin was the BSC's liaison to the FSC, the FSC can expect a new liaison in the near future.

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

A brief updated was provided regarding the review of course material for Tank Inspectors.

There was nothing further brought forward.

5.2. Next Meeting

The next meeting was reconfirmed for Thursday, March 22, 2018 at 9:00 a.m. in Edmonton.

5.2.1. 2018 AGM

The 2018 AGM and Conference will be held from May 30 to June 1, 2018 at the Rimrock Hotel in Banff.

5.3. Meeting Adjournment

The meeting was adjourned at 11:48 a.m.

--- NEW ACTION ITEMS ---

2.3. Draft STANDATA Buildings Used for Parking, Servicing, and/or Repairing Tank Vehicles

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4.1. Code Change Proposal Review Working Group Update

The Working Group will work with the Acting Fire Administrator on the Harmonization Project. [Working Group / Parker]

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Shipping Containers Information Bulletin

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