



Safety Codes Council

MINUTES OF THE FIRST FIRE SUB-COUNCIL MEETING OF 2023

DATE: January 26, 2023

TIME: 9:05 a.m. to 1:55 p.m.

LOCATION: Safety Codes Council Office

PRESENT: *Sub-Council Members*

Chris Taylor, Chair
Barry Fielden
Greg Wolf
Cammie Laird
Hunter Langpap, Vice Chair
Stephen Suen
Glenn Baxter
John Penzo

Safety Codes Council

Allison Karch, Kathryn Derkach
Item 4.1: Katie Rowe, Mychele Joyes, Mike Roshuk

Alberta Municipal Affairs

Tina Parker, Mike Baker (virtually), James Orr (item 4.5)

REGRETS: Cameron Bardas, Mike Bradford, Marc Chayer, Mark Heiderich, Jamie Vasseur, Abbas Abbas

GUESTS: Zac Walker, BSC Liaison (virtually); William Ross, Mark Wilson (virtually), Kevan Jess (virtually)

RECORDER: Kathryn Derkach

2023 MEETINGS: March 2, May 18

1. Meeting Opening

The Chair called the meeting to order at 9:05 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

Stephen Suen / John Penzo moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the November 17, 2022, Minutes

Barry Fielden / Glenn Baxter moved to adopt the minutes of the November 17, 2022, meeting, as circulated; CARRIED

2. Matters for Decision

2.1. STANDATA Review

The list of all the reviewed STANDATA was viewed on screen and comments were recorded in the document on the member portal.

Cammie Laird / Stephen Suen moved to submit the STANDATA comments as captured to Municipal Affairs; CARRIED

The rural municipalities representative noted that there may be an opportunity to discuss 19-FCI-011 Fire Hose Couplings and Fittings with Alberta Municipalities and Rural Municipalities of Alberta to highlight the importance of this issue specifically to municipalities. The code review working group will discuss further and Council staff will work with the rural municipalities representative on reaching out to other municipal representatives to get feedback on any issues. [Code Review Working Group / Council Administration / Laird]

The Fire Administrator noted that the sub-council may want to be proactive with the 2025 NFC(AE) review which has potential to include large farm buildings. If they were to be included, training and education would be needed, both to professionals within the safety codes system and the general public. It was suggested that members familiarize themselves with the national code and consider what it would mean for their industry segment if large farm buildings were adopted as part of future codes. [All]

2.2. Closed Session

Barry Fielden / Glenn Baxter moved to enter into closed session; CARRIED

John Penzo / Barry Fielden moved to exit closed session; CARRIED

2.2.1. Reappointment of Stephen Suen to represent Architecture

Glenn Baxter / Barry Fielden moved to recommend to the Board reappointment of Stephen Suen to the Fire Sub-Council to represent Architecture for a term ending January 31, 2026, effective February 1, 2023; CARRIED

2.3. Draft Fire Emergency Operations Testing STANDATA (joint Fire/Elevating Devices)

The Fire Administrator would like feedback and support on the draft joint STANDATA. It was noted that point 4 of the Interpretation section should include ‘Fire AHJ’.

Hunter Langpap / Greg Wolf moved to support the Fire Emergency Operations Testing STANDATA with the additional language as discussed; CARRIED

3. Review Matters Arising/Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	Qualified Persons Registry (E.2.06.11)	Communicate status of registry	Nov 23/16	Orr	The Provincial Fire Commissioner provided an update under item 4.5. Item is considered closed and will be removed from Action List.

4. Matters for Discussion

4.1. Safety Codes Council New Staff Introductions

The Vice President; Regulatory Affairs, Governance, and Policy delivered a presentation to sub-council members on changes at the Council and introduced new staff. She shared strategic pillars for the Council as well as upcoming business initiatives aligned with the pillars. Council staff is working to standardize procedures and processes across sub-councils. Upcoming events for sub-council members will include the AGM and Member Appreciation Event in May as well as an educational conference planned for fall; more information will follow.

4.2. Working Group Reports

4.2.1. Code Review

The Vice Chair chaired this item.

The following was discussed:

- Minutes from the working group will be posted to the member portal shortly.
- Code change requests for NRC are in the portal with more documents to follow.
- FSC was asked to review these code change requests prior to the next sub-council meeting and come prepared to make a decision. [All]

4.2.2. Exterior Insulation

Work is still in progress and a digital model is being developed.

4.2.3. Shipping Containers

4.2.3.1. Draft Shipping Containers STANDATA

Comments from BSC on this STANDATA have been sent to Municipal Affairs, however, further explanation on feedback was requested by the Fire Administrator.

It was noted that STANDATA don't have italicised defined terms like the codes, so Municipal Affairs would include definitions within the document. It was noted that terms like 'storage building' and 'building' should be defined to limit room for interpretation.

The working group will provide further clarification on comments made by the BSC and send to Municipal Affairs. If members have further comments, they can be sent directly to Municipal Affairs.

4.2.4. Small Distilleries

The working group has met once and noted the appreciation for the specific scope which will help keep everyone focused.

Industry will bring examples to the next meeting to help facilitate discussions and allow for review.

It was noted that a recent incident at a distillery was at a large scale facility and appears to be related to combustible dust and a heater unit. Because the focus of the working group is small distilleries, the working group won't focus on this incident.

4.3. BSC Liaison Report

The BSC Liaison reported:

- The BSC voted to close the farm buildings working group.
- A broader overview was given for the exterior insulation working group and can be found in the minutes from the last BSC meeting.

4.4. Reference Standards

4.4.1. NRC Fire Protection

No update.

4.4.2. CSA

The Fire Administrator will have an update for the next meeting.

4.4.3. ULC

It was reported that a new standard, CAN/UL 2600 Standard for Relocatable Structures, was created based on Part 10 of the NBC(AE), which will cause Part 10 to be removed from the Alberta Edition. There are a few pieces that were not moved from Part 10 to 2600, which will need to be addressed. The Fire Administrator will look into this further and bring information to a future meeting.

Kevan Jess reported that S500F has been broken into smaller committees and he will provide updates going forward.

Mark Wilson can provide updates on 500F1 and 500F4 as they are available.

4.5. Administrator/AMA Report

The Director, Building and Fire Codes at Municipal Affairs provided an update. Policy decisions from government about large farm structures and energy tiers are needed before development of the next edition of the code can be completed. Publication of the next NFC(AE) is expected in fall of 2023.

An update was provided on the qualified persons registry. The anticipated inclusion of qualified persons in Division C of the next edition of the NFC(AE) means a registry would likely be required and Municipal Affairs will continue to work with the Council on this issue.

4.6. Council Updates

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

- The deadline for nominations for the Dr. Sauer Award is March 15th.
- The sub-council schedule for September 2023 to June 2024 is in the member portal; let Allison know of any conflicts.
- The Council has recently issued a [Cyber Security Policy](#) which applies to members. Please take a moment to read it and become familiar with your responsibilities.
 - Please be diligent when uploading documents to the Portal.
 - If an incident occurs (i.e. you accidentally share a malicious link, etc.) please report it to Council staff immediately.
- Member training (Effective Meetings Workshop and Appeals Training) will be offered in February/March 2022—dates will be circulated by email. This training is required for new members and open to any members who have not yet taken it or would like a refresher.
- Changes in the sub-council support staff:
 - Sub-councils bring front-line and industry insight to issues while providing policy and technical advice to government. In order to best facilitate that work, sub-councils will now fall under the purview of the Manager, Policy.
 - Kathryn Derkach has taken on the role of Communications Coordinator at the Council and will transition out of working directly with the sub-councils.
 - Jennifer Johnson will backfill Kathryn’s position until the vacancy is filled permanently.

4.7. Curriculum Modernization Update

The Council is creating an advisory group to continue work on the curriculum modernization. Any members who are interested in participating are asked to reach out to Council staff.

The [What We Heard](#) document arising from the stakeholder engagement on curriculum modernization can be found on the [Council website](#).

5. Meeting Finalization

5.1. Round Table

- John Penzo was thanked for his years of service on the sub-council.
- There have been changes to the OHS legislation with the addition of remote monitoring. More details can be found on the OHS website.

5.2. Next Meeting

Due to the timing of the next scheduled meetings of March 2, the next meeting was confirmed for May 25 to coincide with the AGM and Member Appreciation event. Details for location and time will be confirmed at a later date.

5.3. Meeting Adjournment

Barry Fielden moved to adjourn the meeting.

The meeting was adjourned at 1:55 p.m.

– NEW ACTION ITEMS –

2.1. STANDATA Review

The code review working group will discuss further and Council staff will work with the rural municipalities representative on reaching out to other municipal representatives to get feedback on any issues. [Code Review Working Group / Council Administration / Laird]

It was suggested that members familiarize themselves with the national code and consider what it would mean for their industry segment if large farm buildings were adopted as part of future codes. [All]

4.2.1. Code Review

FSC was asked to review these code change requests prior to the next sub-council meeting and come prepared to make a decision. [All]

– MOTIONS –

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Barry Fielden moved to adjourn the meeting.

– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (<u>Chair</u>)
Code Review	<u>Chris Taylor</u> Glenn Baxter, Hunter Langpap, Marc Chayer, Jamie Vasseur Municipal Affairs: Cindy Yan
Exterior Insulation (Joint w/ BSC) <i>formed Nov 25, 2021</i>	<u>Cameron Bardas (FSC co-chair), David Flanagan (BSC co-chair)</u> Mark Heiderich, Rick Gratton, Keith Jansen
Shipping Containers (Joint w/ BSC) <i>formed Nov 25, 2021</i>	<u>Glenn Baxter (FSC co-chair), Corey Klimchuk (BSC co-chair)</u> Mark Heiderick, John Penzo, Marc Royer, Keven Lefebvre, Laura Ritchie, Keith Jansen, Darin Sceviour, Zachary Walker
Large Farm Structures (Joint w/ BSC) <i>formed March 3, 2022</i>	Stephen Hill, Keven Lefebvre, Mike Bos, Mark Heiderich, and Cammie Laird, and agricultural industry members as needed, with Municipal Affairs support
Small Distilleries (Joint w/ BSC) <i>formed November 2023</i>	<u>Glenn Baxter (FSC co-chair), Zac Walker (BSC co-chair)</u> Mike Bradford, Hunter Langpap, Matthew Kramer, Laura Ritchie, Justin Pockar Distilling industry: Bryce Parsons AMA support: Paul Chang, Mike Baker