



Safety Codes Council

MINUTES OF THE SECOND FIRE SUB-COUNCIL MEETING OF 2022

DATE: March 3, 2022

TIME: 9:05 a.m. to 10:35 a.m.

LOCATION: videoconference

PRESENT: *Sub-Council Members*

Chris Taylor, Chair
Michael Bos
Mark Heiderich
John Penzo
Stephen Suen
Glenn Baxter
Abbas Abbas (at 9:52 a.m.)

Safety Codes Council

Allison Karch, Kathryn Derkach

Alberta Municipal Affairs

Tina Parker, Cindy Yan

REGRETS: Cameron Bardas, Cammie Laird, Hunter Langpap

GUESTS: Corey Klimchuk, BSC Liaison; Brian Townsend, EUSC Chair; Payman Montakhebi

RECORDER: Allison Karch

2022 MEETINGS: May 19 (tentatively in person), September 15 (tentatively in person), November 17 (virtual)

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

The following item was added to the agenda:

- Nomination of Mike Bradford to represent the Petroleum industry

Glenn Baxter / Mark Heiderich moved that the agenda be adopted, as amended; CARRIED

1.2 Adoption of the January 20, 2022 Minutes

Stephen Suen / John Penzo moved to adopt the minutes of the January 20, 2022 meeting, as circulated; CARRIED

2. Matters for Decision

2.1. Closed Session

Glenn Baxter / Stephen Suen moved to enter closed session; CARRIED

Mark Heiderich / Glenn Baxter move to exit close session; CARRIED

2.1.1. Appointment of Barry Fielden to represent Major Municipalities – North

Mike Bos / Glenn Baxter moved to recommend to the Board appointment of Barry Fielden to the Fire Sub-Council to represent Major Municipalities – North for a term ending January 31, 2025, effective immediately; CARRIED

2.1.2. Appointment of Jamie Vasseur to represent Urban Municipalities

Mark Heiderich / John Penzo moved to recommend to the Board appointment of Jamie Vasseur to the Fire Sub-Council to represent Urban Municipalities for a term ending January 31, 2025, effective immediately; CARRIED

2.1.3. Appointment of Mike Bradford to represent Petroleum Industry

John Penzo / Glenn Baxter moved to recommend to the Board appointment of Mike Bradford to the Fire Sub-Council to represent the Petroleum Industry for a term ending January 31, 2025, effective immediately; CARRIED

2.2. Large Farm Structures Joint Working Group

Background was given on the need to create this working group to gather feedback to fulfill a request of the Minister. As there is a need to complete this work by May, volunteers from BSC and FSC have already been identified. There is code language in both the NBC and NFC regarding farm buildings, however the vast majority of the language is in the NBC.

Mark Heiderich / Stephen Suen move to participate in the Large Farm Structures Joint Working Group, which will provide a recommendation whether farm buildings should be included in the Alberta versions of the 2020 National Building and Fire Codes, taking into consideration what impacts would be felt beyond the safety system within the agricultural sector; CARRIED

John Penzo / Stephen Suen move that the joint working group will include Mike Bos, Mark Heiderich, and Cammie Laird as FSC members in addition to members identified from BSC and industry; CARRIED

Glenn Baxter / Mike Bos move that a final report be presented at the May 2022 FSC meeting; 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	No update available
2.	Farm Buildings	Administrator will provide updates on farm building issues as they arise.	Jan 21/21	Parker	This item can be removed because of the work underway with the Farm Buildings working group. Further steps regarding farm buildings will depend on the feedback from sub-councils and decision of the Minister. This item will be adjusted accordingly on the next agenda with Taylor/Council Administration as responsible parties.
3.	Qualified Persons Registry Letter	Draft a letter that outlines issues associated with the Qualifications STANDATA and requests an update from Municipal Affairs about the Qualified Persons Registry	Jan 20/22	Baxter / Foxcroft / Council Staff	Ongoing.
4.	Factory explosion in Ottawa	Bring information forward when it becomes available	Jan 20/22	Taylor	No information available at this time.

4. Matters for Discussion

4.1. Occupant Load STANDATA

A revised STANDATA that reflected feedback from other stakeholders was posted in the portal and will be brought to BSC as well. The Provincial Fire Administrator requested that members review the revisions and bring forward any proposed changes to the May FSC meeting for discussion. If no feedback is received from the sub-councils, the STANDATA will be published as

is. Members were invited to submit comments to the Administrator ahead of time so they can be considered prior to a full discussion at the May meeting. It was clarified that this draft can be shared with nominating organizations as well. [All Members]

4.2. Working Group Reports

4.2.1. Code Review

This item was chaired by Mike Bos.

The following was discussed:

- The group met the day before the FSC meeting and a written report is being developed.
- There is the opportunity for more members to get involved because of members leaving the sub-council.
- Input is being gathered from other groups such as the Fire Marshals Guild and City of Calgary. The Guild provided feedback on a number of code items for which they believed harmonization would present minimal impacts and should be harmonized (these will be itemized in written report).
- Additional AMA support was offered to assist with the workload.
- A question was asked about the process for submitting code change requests. The code change requests being developed by the working group will be brought to the FSC for approval and AMA will support the code change requests that are proposed by the FSC. It was noted that individuals and other bodies (ex. municipalities) can submit code change requests directly to NRC as well.

4.2.2. Exterior Insulation

No update is available as the working group chair is not in attendance.

4.2.2.1. Additional member requested

Mark Heiderich volunteered to participate and noted this is an important topic in the insurance industry.

Mike Bos / Glenn Baxter move to appoint Mark Heiderich to the Exterior Insulation Working Group; CARRIED

4.2.3. Shipping Containers

The Working Group has narrowed down use classifications and risk levels within the risk matrix they are developing and are working to fine tune what is appropriate within each category. The final report is expected for the May 19th meeting.

It was noted that the type of use/occupancy will determine whether it is considered a building or a storage container. What can be stored and what uses are permitted will be included in the risk matrix document that will be brought forward. The working group is aware that land use bylaws could be used to manage containers used as buildings but are focusing their discussion on application of the building and fire codes.

4.3. BSC Liaison Report

There was no report as BSC hasn't met since the last FSC meeting.

4.4. Reference Standards

4.4.1. NRC Fire Protection

This group will be meeting in May. Mark Heiderich offered to share the meeting details with any interested members as it is open to observers.

4.4.2. CSA

Nothing to report.

4.4.3. ULC

Nothing to report.

4.5. Administrator/AMA Report

The Administrator reported:

- AMA is awaiting national code publication.
 - The timeline from publication of the national code to publication of the NFC(AE) is hypothetically 6 months, but it depends on what is happening with development of the NBC(AE) and any alignment implications. It is believed the next Alberta Editions will be published before the end of 2022.
 - Much of the work involved with the development of the next NFC(AE) is within Part 4.
- AMA staff will be returning to the office by April 4 at the latest.

4.6. Council Updates

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

- The Council office is reopening March 14.
 - Staff may work from home on some days.
 - The May meeting is planned to be held in person and Council staff are working on defining what in-person meetings will look like. Staff will contact members as soon as possible to communicate information and assess comfort levels.
 - There will always be the option for members to participate in sub-council meetings virtually. If over half the members plan to participate virtually, the meeting would be adjusted to be entirely virtual to allow for easiest facilitation and participation by all. It is important that members indicate whether they're planning to participate virtually as it may impact the whole group.
- Council Member Training—spring 2022 dates
 - New Member Orientation: April 28, 9:00 a.m. – 12:30 p.m.
 - Appeals Training: March 8 and 9, 8:30 a.m. – 12:30 p.m. (must attend both days)
 - Contact gerry.letendre@safetycodes.ab.ca to register.
 - These will be offered in the fall as well.
- Watch past webinars, including one on variances, on the [Council website](#).

5. Meeting Finalization

5.1. Round Table

- Payman Montakhebi reported that he is no longer the public member on the FSC and expressed gratitude for the ability to participate and for the support of all members.
- Abbas Abbas was welcomed to the FSC as the new public member and he gave an overview of his background and experience.
- ABOA is currently selecting a new nominee for FSC.
- Mike Bos noted this may be his last meeting. He expressed thanks to the members of the FSC, AMA staff, and Council staff.
- Calgary is seeing a significant increase in distillery applications and this topic may be brought forward to the sub-council again.
- Building owners are adapting to buildings being occupied again.
- Members and guests expressed thanks to the members who are retiring.
- Council is not planning a spring conference in Banff, but we are planning a volunteer appreciation event where those retiring from the sub-councils will be recognized.

5.2. Next Meeting

The next meeting was reconfirmed for May 19, 2022, tentatively at the Council office at 9:00 a.m.

5.3. Meeting Adjournment

The meeting was adjourned at 10:35 a.m.

– NEW ACTION ITEMS –

4.1. Occupant Load STANDATA

Members were invited to submit comments to the Administrator ahead of time so they can be considered prior to a full discussion at the May meeting. [All Members]

– MOTIONS –

1.1 Agenda Adoption

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**Glenn Baxter / Mike Bos move that a final report be presented at the May 2022 FSC meeting;
CARRIED**

4.2.2.1. Additional member requested

**Mike Bos / Glenn Baxter move to appoint Mark Heiderich to the Exterior Insulation Working Group;
CARRIED**

– WORKING GROUP MEMBER LISTS –

WORKING GROUP	WORKING GROUP MEMBERS (<u>Chair</u>)
Code Review	<u>Chris Taylor</u> Marc Royer, Glenn Baxter, Hunter Langpap, Allan Blatz 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>	<u>Andy Smith (Chair)</u> Stephen Hill, Keven Lefebvre, Mike Bos, Mark Heiderich, and Cammie Laird, and agricultural industry members as needed, with Municipal Affairs support