



Safety Codes Council

COUNCIL ORDER NO. 2025-04

OF THE ADMINISTRATIVE TRIBUNAL OF THE ELECTRICAL SUB-COUNCIL

(the "Tribunal")

FOLLOWING A HEARING THAT TOOK PLACE ON JULY 24, 2025

IN THE MATTER OF the *Safety Codes Act*, Revised Statutes of Alberta 2000, Chapter S-1 (the "Act");

AND IN THE MATTER OF an appeal of the Notice of Refusal as a Master Electrician issued to Yusuf [REDACTED] on June 4, 2025 (the "Notice of Refusal") by the Administrator of Certification;

UPON REVIEWING AND CONSIDERING the evidence named in **The Record**, including written submissions of the Appellant and Respondent; and **UPON HEARING** the submissions of the parties at the hearing;

IT IS HEREBY ORDERED THAT the Notice of Refusal is confirmed, including the Administrator's direction that Mr. [REDACTED] must wait until after December 6, 2025 to apply for recertification, and that Mr. [REDACTED] must meet the requirements set out at Appendix 4 of the Notice of Refusal to regain certification. A copy of Appendix 4 is attached to this Order for ease of reference.

Appearances, Preliminary, Evidentiary, or Procedural Matters:

1. The hearing for this matter was conducted on July 24, 2025, by virtual means.
2. At the commencement of the hearing, the Hearing Facilitator confirmed the subject of the appeal as the Notice of Refusal, and confirmed the names of those in attendance:
 - a. Yusuf [REDACTED] (the Appellant)
 - b. Shivam Parekh, Student-at-Law (representing the Appellant)
 - c. Allison [REDACTED], Administrator of Certification (the Respondent)
 - d. Kimberly Precht (Hearing Facilitator on behalf of Safety Codes Council and independent legal counsel to the Tribunal)
 - e. Attending as observers for the hearing: Matt [REDACTED], Compliance Officer, Safety Codes Council; and Patrick [REDACTED], Legal Summer Student, Safety Codes Council
3. The Hearing Facilitator then introduced the Chair of the Tribunal (the "Chair"), Nicolas Leblanc, and turned the hearing over to him.

4. The Chair called the hearing to order and introduced the other Tribunal members: Kevin Westera, Curtis Smith, and Gerald Doan.
5. The Appellant and Respondent confirmed there were no objections to any members of the Tribunal, and that the Safety Codes Council in general and the Tribunal in particular had jurisdiction to hear and decide the appeal. The Tribunal also confirmed they had jurisdiction to hear and decide this appeal.
6. The Chair then explained the process of the hearing, and advised of the list of the written material before the Tribunal, consisting of the documents listed below in **The Record** (see paragraph 7). The Appellant and Respondent confirmed that there were no objections to any of the material submitted to the Tribunal.

The Record:

7. The Tribunal considered, or had available for reference, the following documentation:

<u>Item</u>	<u>Description</u>	<u>Date</u>
i.	Notice of Appeal	June 9, 2025
ii.	Notice of Refusal to Renew Master Electrician Certificate of Competency and Appendices: <ul style="list-style-type: none"> • Appendix 1: Investigation Results • Appendix 2: Remedial Action Plan • Appendix 3: Remedial Action Plan Submission Analysis • Appendix 4: Regaining Certification • Appendix 5: Advisement of Offence 	June 4, 2025
iii.	Exhibit 1 Appellant – Appellant’s Brief Submission and attachment: <ul style="list-style-type: none"> • Remedial Action Plan prepared by Yusuf [REDACTED] with a submission date of June 9, 2025 	July 10, 2025
iv.	Exhibit 2 Respondent – Respondent’s Brief Submission and attachments: <ul style="list-style-type: none"> • Master Electrician Roles and Responsibilities document • Electrical Inspections Analysis • Electrical Final Inspection Process • Notice of Refusal and Appendices • Email correspondence between Administrator and Appellant from September 9, 2024 to June 4, 2025 • Spreadsheets provided by Appellant: 	July 4, 2025

1. CoE¹ Data – [REDACTED] all permits and inspections 2022-2024
 2. Yk Inspection Status Jan 1, 2025 – April 3, 2025
 3. Yk Inspection Status April 4, 2025 – May 4, 2025
 4. Yk Inspection Status Jan 1, 2025 – June 3, 2025
 5. Data Source Comparison – CoE v [REDACTED] – Jan 1, 2025 – April 3, 2025
 6. Strathcona County – Inspection Results – [REDACTED] vs Other MEs
8. Neither the Appellant nor the Respondent introduced any new evidence or called any witnesses to provide evidence at the hearing.

Issue:

9. This appeal concerns the Administrator of Certification’s June 4, 2025 decision in which the Administrator refused to renew Mr. [REDACTED] master electrician certificate of competency, and directed that Mr. [REDACTED] must wait until after December 6, 2025 to apply for recertification and must:
- 1) Rewrite the master electrician exam,
 - 2) Submit a plan for an effective permit oversight system, and
 - 3) Demonstrate that he transitioned his permits responsibly as of June 6, 2025, when he was no longer authorized to oversee electrical permits.
10. The issue in this appeal is whether the Tribunal should exercise its authority under s. 52(2)(b) of the Act to confirm the Administrator’s refusal to renew Mr. [REDACTED] certificate or whether the Tribunal should exercise its authority to direct that Mr. [REDACTED] certificate be renewed.

Submissions of the Parties:

Appellant

11. Mr. Parekh made submissions on the Appellant’s behalf, providing the Appellant’s position that he should not be reprimanded for a misunderstanding. He requests that the Appellant be reinstated based on the Remedial Action Plan he submitted to the Safety Codes Council on June 9, 2025.

1 These are the file names of the spreadsheets provided by the Appellant. “CoE” refers to “City of Edmonton”.

- 12.** In his written brief, the Appellant explained what happened before the Notice of Refusal was issued, as follow:
- On January 29, 2024, the City of Edmonton submitted a complaint to the Safety Codes Council alleging that the Appellant did not provide sufficient oversight of the permits issued to him.
 - Safety Codes Council investigated the complaint and, during the initial investigation, determined that the Appellant's projects have a greater than average frequency of deficiencies and a greater than average number or severity of deficiencies, that there was a lack of communication and a lack of oversight by the Appellant, and that the Appellant failed to cooperate with the investigation.
 - After the investigation, the Appellant was required to provide the Safety Codes Council with a Remedial Action Plan and Corrective Action Report to provide evidence of the improvement of work done under his permits.
 - The Appellant did not submit the Remedial Action Plan to the Safety Codes Council but continued to implement corrective action and improve work done under his permits with the journeymen on his team.
 - As such, the Safety Codes Council refused to renew the Appellant's master electrician certificate of competency.
- 13.** The Appellant has been a master electrician for 32 years, during which time he has worked on many permits and has remained in good standing. Although there have been deficiencies on his permits, that is normal. The Appellant submits that he personally inspects each project, and also inspects if any deficiencies are found, but that he does not have any documentation of those inspections. However, he represents that he does conduct those inspections for his team and himself.
- 14.** After the Appellant received the Notice of Refusal on June 4, 2025, he understood the magnitude of the decision and immediately hired legal counsel to represent him in an appeal to Safety Codes Council to try to get his certification back. At this point it was explained to the Appellant the importance of an action plan and doing the things required of him by Safety Codes Council.
- 15.** The Appellant is looking to retain a strategist to assist him in documenting his inspections of his team's work, to submit when and if needed by the Safety Codes Council.
- 16.** The Appellant is working to close more than 3000 permits open under his master electrician number and has worked towards closing the majority of those.
- 17.** The Appellant has been an electrician and a blue-collar worker for over 30 years. He did not understand the need for documentation when he first became a master electrician. Once he understood the severity of the situation, he took steps to implement documentation and reduce deficiencies.
- 18.** In response to questions from the Respondent, the Appellant provided the following information:
- The Appellant confirmed that the spreadsheets show a total of 1330 permits under his master electrician number in the past two years, just for the City of Edmonton.
 - For permits in other jurisdictions, the Appellant has gone to the jobsites personally or by video call.

- Regarding the timing of the Remedial Action Plan, the Appellant believes he submitted it before requesting an appeal of the Notice of Refusal, but does not have documentation showing when he submitted it.

19. In response to questions from the Tribunal, the Appellant provided the following information:

- The Appellant further clarified that to his recollection he submitted the Remedial Action Plan before the decision to terminate, but he does not have a record of this.
- Regarding whether he does site visits in person or by video, the Appellant advised that for some jobs he goes in person and for some jobs he calls the journeymen on site.
- The Appellant explained that many of the journeymen and master electricians working under him are subcontractors. He stated: “they get the job, and we take the job in partnership”.
- Regarding the Appellant’s efforts to close the remaining permits that are open under his master electrician number, the Appellant explained that he has dropped the permits listed under companies other than the Appellant’s company, YK Electrical Services Inc., as he is no longer working with those companies. Those jobs are now under the oversight of different master electricians.
- The Appellant advises that the 462 permits still open under YK Electrical Services Inc. are for finished jobs that the City of Edmonton has not yet closed. The Appellant is working with the City to close these permits.
- The Panel asked the Appellant to explain his understanding of what it meant to provide oversight of his permits. The Appellant explained that oversight means making sure they follow the Code, that it is just focused on the Code, and following the rules. When asked again, the Appellant confirmed his understanding that oversight means ensuring the work complies with the Code.

20. In summarizing the Appellant’s case, Mr. Parekh stated the Appellant understood the Administrator’s decision to refuse to renew his master electrician certificate of competence, and that the Appellant understood he did not have compelling evidence of how he provides oversight on jobsites. This is because over the past 30 years, the Appellant has not understood the need for documentation of his inspections and oversight, to the extent necessary to allow the Council to understand what he does. However, he submits this should not be the determining factor, because the Appellant has taken corrective action. The Appellant asks that he be allowed to continue with the plans he has implemented, working towards creating documents and checklists to document oversight. The Appellant declined to commit to a timeline for implementing these plans, instead deferring to the Tribunal to indicate what timeline would be acceptable.

Respondent

21. The Administrator of Certification’s position was that the Administrator’s June 4, 2025 decision to refuse to renew the Appellant’s master electrician certificate of competency was consistent with the regulatory framework of Alberta’s safety codes system and was an appropriate measure to uphold public safety.

22. In their written brief, the Administrator identified the legislation and policies that collectively outline the obligations of master electricians to ensure compliance with the *Act* and uphold public safety:
- *Safety Codes Act*
 - Permit Regulation
 - Certification and Permit Regulation
 - Master Electrician Certification Policy
 - Master Electrician Code of Ethics
23. The Administrator also explained that the Master Electrician Roles and Responsibilities document was published in January 2023 to consolidate and interpret the applicable legislative requirements. The Master Electrician Roles and Responsibilities document clarifies that master electricians are expected to be able to explain their approach to oversight when asked. The Administrator confirmed that this document was provided to the Appellant on February 26, 2025, and again on March 14, 2025.
24. In their written brief, the Administrator outlined the evidence supporting the Administrator's decision:
- **Lack of evidence of oversight:** The Appellant has not explained or shown evidence of a system or approach for providing sufficient oversight of the permits issued to him. The information the Appellant provided in emails to the Administrator has been inadequate when compared to the guidance provided in the Master Electrician Roles and Responsibilities document.
 - **Performance investigation findings:** Safety Codes Council's investigation into the Appellant's performance revealed a pattern of Code non-compliance that raised concerns about public safety. For permits issued by the City of Edmonton, the Appellant had an inspection failure rate of 28 percent, compared to the inspection failure rate of 17 percent for all other master electricians. Further, information the Appellant had provided to the City of Edmonton contained notable errors and omissions that would impact his ability to provide sufficient oversight. Strathcona County also reported that the Appellant's rate of not approved inspections or inspections requiring a verification of compliance was 15 percent, compared to 10 percent for all other master electricians.
25. The Administrator also provided a timeline from January 29, 2024, when the City of Edmonton submitted its complaint until June 4, 2025, when the Administrator sent the Notice of Refusal to the Appellant, outlining the steps taken to investigate the complaint and the Administrator's communication with the Appellant.
26. In their oral submissions, the Administrator emphasized that they made the decision not to renew the Appellant's master electrician certificate in the interest of public safety. Based on the Appellant's actions throughout the investigation, the Administrator did not believe he was providing sufficient oversight of permits to ensure compliance with the Code. Not providing sufficient oversight undermines the purpose of the master electrician credential, which is to have a highly qualified person overseeing work done on electrical permits.

27. The Administrator clarified that the reason the Record includes requests for the spreadsheets is because that is what the Appellant had said he used to provide oversight of his permits. The Administrator first asked the Appellant to provide this information in February 2024, but the Appellant only started providing lists of permits in March 2025, after the Administrator took the further step of requiring him to provide a Remedial Action Plan.
28. The Administrator emphasized that the documentation itself is not what is important; rather, it is the information contained in the documentation about jobsites and permits that would allow a person to know what was going on in those jobs. By requesting documentation from the Appellant, the Administrator was looking for evidence of what he was doing to oversee his permits. Based on the Administrator's communication with the Appellant over the course of about one and a half years, the Administrator was not confident that, if the Appellant's master electrician certificate of competency was renewed, he would continue to improve his practice and provide the oversight necessary to ensure compliance with the Act.
29. In response to questions from the Tribunal, the Administrator explained that "oversight" for a master electrician is more than simply following the Code. Following the Code is compliance, not oversight. At a high level, oversight involves ensuring the people working for you comply with the Act and any regulations. However, the Master Electrician Roles and Responsibilities document goes into what is legally required, identifying where the requirement for oversight comes from as well as indicators of whether a master electrician is providing sufficient oversight. The Council has not established a firm manner in which a master electrician must provide oversight; it is up to each master electrician to determine what works for them. For example, a master electrician may have a small number of permits so they can do the work themselves, or they can have a different approach, as long as the master electrician can explain *how* they are providing oversight.
30. In summarizing their case, the Administrator submitted there were two possible explanations for why the Appellant's inspection results were significantly poorer than average. The first was that the Appellant was not providing sufficient oversight to those doing the work, and journeymen were doing work that resulted in deficiencies and failed inspections. The second was that the Appellant was providing oversight but was not catching the deficiencies. Either explanation is concerning from a public safety perspective. Further, the Administrator submitted that anyone who is told they are under investigation should know it is serious, and yet the Appellant did not make real efforts to improve his practices during the time he was under investigation. The Administrator emphasized that they had given the Appellant ample time to demonstrate that he was complying with the Act and providing the oversight required, before deciding not to renew his master electrician certificate of competency.

Tribunal's Powers on Appeal:

31. On an appeal such as this, the powers of the Tribunal are set out in subsection 52(2) of the *Act*, the relevant excerpt is reproduced below:

52(2) The Council may by order

...

- (b) confirm a refusal or direct that a designation, certificate or permit be issued and direct the inclusion of terms and conditions in the designation, certificate or permit,

32. In deciding how to proceed, the Tribunal focused on whether the Administrator’s decision, as set out in the Notice of Refusal, was reasonable: specifically, whether it was clear how and why the Administrator reached their decision, and whether the decision was justified based on the relevant facts and the law, including the *Act* and regulations.

Tribunal’s Decision:

33. Based on the reasons set out in the Notice of Refusal, and the submissions of the parties at the appeal hearing, the Tribunal has concluded that the Administrator’s decision to refuse to renew Mr. ██████ master electrician certificate of competency was reasonable. Therefore, the Tribunal confirms the Administrator’s decision.

34. As set out in the Notice of Refusal, Mr. ██████ must wait until after December 6, 2025 to apply for recertification and must:

- 1) Rewrite the master electrician exam,
- 2) Submit a plan for an effective permit oversight system, and
- 3) Demonstrate that he transitioned his permits responsibly as of June 6, 2025, when he was no longer authorized to oversee electrical permits.

35. These requirements are explained in detail in Appendix 4: Regaining Certification, which was attached to the Notice of Refusal and is attached to this Council Order for ease of reference. To be successful in his recertification application, Mr. ██████ must meet these requirements to the satisfaction of the Administrator.

36. The Tribunal was grateful to the Administrator and to Mr. Parekh for their clear and helpful written and oral submissions. The Tribunal encourages Mr. ██████ to continue to obtain support to ensure he understands what is required of him.

Reasons for Decision:

37. The Tribunal’s reasons for confirming Administrator’s decision as set out in the Notice of Refusal are as follows.

38. First, the Tribunal found that the rate of deficiencies and failed inspections on permits issued to the Appellant supported the Administrator’s conclusion that the Appellant was not providing sufficient oversight.

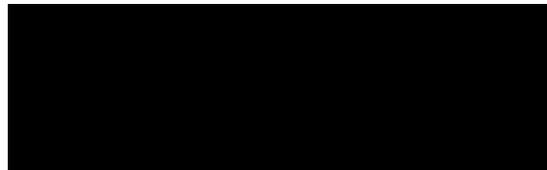
39. Further, based on the information the Appellant provided during the investigation and at the appeal hearing, the Tribunal has serious concerns about the Appellant’s understanding of his responsibility as a master electrician to provide oversight for every permit issued in his name. Even when asked directly about the Master Electrician Roles and Responsibilities document, the Appellant did not offer any meaningful explanation of his approach to ensuring the work done under his master electrician number. He simply responded and reiterated his view that oversight means compliance with the Code.

40. The Master Electrician Roles and Responsibilities document is a nine-page document that clearly explains what is required of master electricians in terms of oversight. Oversight is more than simply complying with the Act and applicable codes and standards. Oversight requires a master electrician

to *have a system in place* to ensure the work related to each individual permit issued in their name is undertaken in accordance with the Act and applicable codes and standards. This may be done through direct oversight or indirect oversight. Specific examples of these approaches are outlined in the Master Electrician Roles and Responsibilities document. Each master electrician is ultimately responsible to determine what systems they will put in place to ensure they provide sufficient oversight. However, as stated in the document, a master electrician “must be able to explain [their] approach to oversight if asked.” Even at the appeal hearing, the Appellant was unable to do so.

- 41. The Tribunal was also concerned by the Appellant’s admission that he only realized the seriousness of this matter when he received the June 4, 2025 Notice of Refusal. Nearly one and a half years passed between the City of Edmonton’s complaint and the Notice of Refusal. During this time, the Appellant was the subject of an investigation, which resulted in a request to submit a remedial action plan. Although there was some confusion about whether the Appellant submitted a remedial action plan before or after requesting an appeal of the Notice of Refusal, it is clear from the Record that the remedial action plan, which was dated June 9, 2025, was submitted only after the Appellant received the Notice of Refusal. The Appellant’s failure to recognize the seriousness of this matter earlier suggests a lack of understanding of his obligations as a master electrician to comply with the Act and the regulations, and the Safety Codes Council’s role in enforcing such compliance.
- 42. The Tribunal specifically considered the Administrator’s direction that the Appellant wait until December 6, 2025 before applying for recertification. This amounts to a six-month suspension from the date of the Notice of Refusal, which is defined as the upper end of a “long term suspension” under the Master Electrician Certification Policy (see the Record, p. 39). This is a serious consequence, and the Tribunal is satisfied that it is reasonable given that the Appellant was given ample opportunity to comply with the Administrator’s requests for information about his approach to oversight, followed by the Administrator’s request for a remedial action plan. The Tribunal reviewed the Record carefully and is satisfied that the Administrator made repeated good faith efforts to allow the Appellant to demonstrate compliance with his obligations as a master electrician, and the Appellant failed to take the matter seriously. Even at the appeal hearing, the Appellant was unable to advise the Tribunal how long he required in order to comply with the expectations that had been communicated to him. In these circumstances, the Tribunal found no reason to interfere with the Administrator’s direction.
- 43. In closing, the Tribunal encourages the Appellant to carefully review Appendix 4: Regaining Certification, attached, and the Master Electrician Roles & Responsibilities document, to better understand what he must do before applying for recertification. The Tribunal also confirms that the Administrator remains responsible for determining whether the Appellant has satisfied the requirements set out in Appendix 4: Regaining Certification, for the purpose of becoming recertified as a master electrician.

Signed at the City of Edmonton)
in the Province of Alberta)
this 11 day of September, 2025)



Nicolas Leblanc
Chair, Electrical Sub-Council
Administrative Tribunal



Safety Codes Council

Appendix 4: Regaining Certification

If you wish to regain certification, you may apply after December 6, 2025, by:

1. Rewriting the master electrician exam:

- You must attain a combined mark of at least 75% on the current Master Electrician exam, and at least 60% on each part.

2. Submitting a plan for an effective permit oversight system:

- You must provide a detailed description of the system you will use to oversee the permits issued to you. This system must be acceptable to the Administrator of Certification for Master Electricians, and must include, at minimum:
 - Specific actions you will take to ensure compliance with the Canadian Electrical Code, Safety Codes Act, and applicable regulations. This may include, but is not limited to, visiting the sites, having discussions with the journeypersons doing the work, and reviewing documentation such as videos, pictures, VoC forms, and inspection reports.
 - A system to maintain detailed information about permits that may be issued to you. The system must include:
 - Evidence that you have taken actions to ensure compliance, as described above.
 - A description of the work under the permit, including any details that might impact the requirements (for example: wiring of secondary suites must be indicated, since municipalities may have specific requirements for secondary suites).
 - The current status of the work (for example: in progress, ready for inspection).
 - Whether a verification of compliance (VoC) is required, along with the items that must be covered in the VoC and copies of the VoC documentation that was submitted.
 - For failed inspections: the deficiencies that must be corrected, and confirmation that they have been corrected before the next inspection is requested.
 - For passed inspections: any observations that require correction.
- Note that we may audit your oversight system at any time and/or require ongoing reporting of your permit and inspection activities as conditions of maintaining your certification.



Safety Codes Council

3. Demonstrating that you transitioned your permits responsibly:

- You must submit evidence that you worked with your existing clients and the authorities having jurisdiction to ensure a safe transition of your permits to a certified master electrician in good standing.