MINUTES OF THE

SIXTH FIRE TECHNICAL COUNCIL MEETING OF 2011

DATE: November 4, 2011
TIME: 9:00 a.m. to 2:30 p.m.
LOCATION: Delta Edmonton South
PRESENT: Ron Schaller, Vice Chair North
Randy Brown
Michael Cham
Clarence Cormier
Bruce Cummins
Ron Foxcroft
Ken Knox, Vice Chair South
Keven Lefebvre, Chair (arrived at 10:55 a.m.)
Dale Miller
Michael Walker
Brian Wiese
Mike MacPherson, Safety Codes Council
Kevan Jess, Chief Fire Administrator
Ray Cox, Alberta Municipal Affairs

GUESTS: Scott Lee, Building Technical Council
Erin Foster O'Riordan, AMA
Trent West, OFC (until 12:00 noon)
Ray Ligenza
Chris Salvian, AMA (10:50 a.m. to 12:00 noon)
Al Griffin, AMA (11:00 a.m. to 12:00 noon)

REGRETS: Bob Galloway
Jodi Nypuik

RECORDING SECRETARY: Sandi Orr

2012 MEETINGS: January 13, March 9, May 11, September 14, November 9
A. **Call to Order**

The meeting was called to order by the Vice Chair North at 9:04 a.m. and a round table introduction was held.

It was requested that an updated FTC council member list be circulated to all FTC members and regular guests. [Paches]

B. **Adoption of Agenda**

The following items were re-added or added to the agenda:

- E.8.02.10 - Fire Investigations & Reports
- E.5.06.11 – Volunteer for SCO Code of Ethics Working Group

Michael Cham / Brian Wiese moved to adopt the agenda, as amended; CARRIED

C. (a) **Adoption of Minutes – September 9, 2011**

The following item was corrected:

- E.5.02.10 2012 AFC Development Process
  …Consultation is anticipated to begin in mid-October until the first week in November December. Public comments…

Michael Walker / Ken Knox moved to adopt the minutes of the September 9, 2011 meeting, as corrected; CARRIED

(b) **Review of Action Items**

All action items were reported as completed or listed on the agenda.

D. **Business Arising from Previous Minutes**

**E.9.01.08 SCC Mentoring Program**

This item is pending decisions on E.10.03.09.

**E.9.03.09 Review of Fire SCO Training – Terms of Reference**

This item is pending decisions on E.10.03.09.

**E.10.03.09 Review of Fire SCO Certification Levels & Designation of Powers**

The summary report and proposed designation of powers matrix were circulated for consideration. Background was provided on the history behind the need and creation of the Fire SCO – Basic. Although challenging, a specific training and certification program was created to bring this level of SCO into the safety system.
The scope of the working group was to:
1. Distinguish what the roles and responsibilities of Basic SCOs and Level 2 and 3 inspectors and investigators are,
2. Provide a system which clearly but reasonably sets out which buildings could be reasonably inspected by those with various levels of training,
3. Provide a system which clearly but reasonably sets out which fires could reasonably be investigated by those with various levels of training, an
4. Develop a system which fills the reasonably fillable gaps where inspections and investigations are beyond the scope outlined above, if considered to be a reasonable goal.

It was requested that the FTC determine the following:
1. Decide whether question #4 makes sense
2. If yes, then decide if the two column matrix provided makes sense and subsequently decide if there should be a sunset clause on this,
3. If no, then decide if the one column matrix makes sense,
4. Decide if they wish to create the Group E "Tank Systems" SCO certification,
5. Direct the training task force to begin work to review the training to match the chosen matrix,
6. Set a date for the implementation of these documents as the basis for certification.

The proposed one-column and two-column matrix documents were reviewed in detail.

Concerns were expressed and the following noted:
- Dollar losses as proposed were considered too high.
- Dollar losses are extremely difficult to determine but there is no other quantifiable measure to use.
- No current incentive to move beyond Basic SCO.
- Need the ability to effectively report as required by the regulation.
- Abuse of the system, but recognized that there is an audit process to ensure compliance.
- Of the 1,200 SCOs in the fire discipline, approximately 600 are Basic SCOs.

The implementation process and path forward were explained:
- Leave the system status quo where it was recognized that a number of flaws and gaps exist and no policy changes would be required, or
- Draw a very specific line in the designation of powers creating hardship for the Office of the Fire Commissioner (OFC), the province and smaller municipalities and a policy change would be required for training and certification, or
- Provide a means to fill those gaps either permanently or for a specific period of time (e.g. 5 years) and a policy change would be required for training and certification.
Ken Knox / Randy Brown moved to approve the two column matrix to provide the Fire SCO – Basic, Group B Level 1 and Group C Level 1 with the proposed designation of powers with Formal Guidance with a sunset clause to remove Formal Guidance after five years and move forward with a change of Safety Codes Council policy in order to implement; CARRIED with one noted opposition relative to the sunset clause timeline – Bruce Cummins

Dale Miller / Brian Wiese moved to create a Group E “Tank systems” SCO certification program and supplemental training program for Storage Tanks for Flammable and Combustible Liquids under Part 4 of the Alberta Fire Code; CARRIED

An in force date for these policy changes was deferred.

The Task Group was directed to move forward with finalizing the draft Terms of Reference in order to begin developing applicable and comprehensive training requirements. [Knox / Wiess / Baron / Jess / West]

E.2.05.09 Calculating Occupant Loads

This item was deferred until the completion of consultation of the upcoming Alberta Fire Code.

E.5.02.10 2012 AFC Development Process

It was reported that the AFC consultation has now been approved and will run until February 14, 2012.

An additional proposed change – 4.3.1.8. Overfill Protection – was circulated and reviewed (Handout #2).

Ron Foxcroft / Ken Knox moved to include the proposed change for AFC 4.3.1.8 – Overfill Protection in the public consultation package, as circulated; CARRIED

E.8.02.10 Fire Investigations & Reports

There was nothing to report and any further discussion was deferred to a future meeting once more information is available.

E.9.03.10 “Elevator Fire Alarm Code Requirements” – Interpretation

It was reported that the Chief Building, Elevator and Fire Administrators along with council members worked together to draft a STANDATA to provide clarification of FEO and FAS requirements.
The draft Fire Code Interpretation STANDATA – Elevator / Fire Alarm Interface was circulated with the agenda package and reviewed. It was noted that this would be issued jointly between the Fire, Building and Elevator disciplines and that input will be sought from the Building and Elevator disciplines before being brought back to the Fire Technical Council for final approval and release.

A discussion was held regarding the use of elevators as a means of egress during a fire and it was noted that this is not recognized at the national level. Background was provided relative to what caused confusion within the elevator code and the subsequent need for clarification.

Members were asked to review the STANDATA and provide feedback to the Chair and Chief Fire Administrator by mid-December 2011.

E.7.04.10 Enforcement Processes under the SCA

It was reported that the Office of the Fire Commissioner is now back under the jurisdiction of Alberta Municipal Affairs – Safety Services.

The Enforcement Processes for SCOs will be discussed with all field officers in other disciplines in December 2011 and redrafted to ensure clarification for all SCOs.

E.4.05.10 Canadian Association of Chemical Distributors – draft Variance

The redrafted STANDATA Variance – AFC 4.3.1. – Corrosive Flammable & Combustible Liquid Chemical Storage in Aboveground Storage Tanks was circulated with the agenda package and reviewed.

Brian Wiese / Keven Lefebvre moved to adopt and release STANDATA Variance – AFC 4.3.1. – Corrosive Flammable & Combustible Liquid Chemical Storage in Aboveground Storage Tanks, as circulated; CARRIED

E.1.01.11 Care Facilities Guidelines

It was reported that this working group will be meeting in January 2012 to work on these guidelines.

E.2.01.11 Fire Code – Paint Spraying – Sub-section 5.4.5.

It was reported that this issue goes beyond paint spray booths. A list of various appliances has been received that require protection. Information is still being gathered for inclusion in the STANDATA. [Walker / Foxcroft / Jess]
E.6.01.11 Updating STANDATA FCI-08-06 – Existing Fire Alarm Systems

It was reported that information is still being gathered to ensure the building owners can upgrade existing fire alarm systems without forcing additional building code requirements. [Brown / Lefebvre / Jess]

E.2.05.11 Used Oil Heaters – Interpretation Development

This STANDATA is still being developed and anticipated for review at the January meeting. [Jess / Cox]

E.4.05.11 STANDATA for Installation of Aboveground Storage Tanks

The redrafted STANDATA Variance – AFC, Div C, 2.2.3.1. – Installation of Aboveground Storage Tanks (Plans, Drawings and Specifications) was circulated with the agenda package and reviewed.

Dale Miller / Bruce Cummins moved to adopt and release STANDATA Variance – AFC, Div C, 2.2.3.1. – Installation of Aboveground Storage Tanks (Plans, Drawings and Specifications) subject to ensuring there is no violation with the Engineering Act; CARRIED

E. New Business

E.1.06.11 Review of AFC 2006 5.6.1.2. – Protection of adjacent buildings during construction

The Chief Fire Administrator reported that this requirement came in force during the adoption of the HIRF requirements.

As no prescriptive direction was provided with the regulation, there are conflicting interpretations amongst municipalities. A meeting is being organized between the Canadian Home Builders Association – Alberta, the City of Calgary and the City of Edmonton to develop a guideline for consistency.

E.2.06.11 Central Registry for Certified Commercial Hood Cleaning Companies

Ken Knox requested that a central registry be established for any company or individual that is required to be certified as prescribed by codes and standards.

An example was provided of a commercial kitchen fire that occurred in Lethbridge and the investigators are not able to find the vendor that allegedly completed the hood cleaning and whether they are or are not certified.

It was reported that consideration is being given to moving all certification requirements for each type of these groups into one Certification Regulation and
that central registries be created. A discussion was held regarding how TILMA might impact the path forward.

**E.3.06.11 Municipal Affairs Legislation Process**

Erin Foster O’Riordan provided a presentation on Safety System Certification and highlights included the following:
- Overview of Safety Codes Act.
- Regulations.
- Other GoA rules and documents.
- Non GoA documents.
- Making rules.
- Code adoption process and stakeholder involvement.

A copy of the presentation was circulated as information (Handout #1).

**E.4.06.11 Sprinkler Antifreeze Protection**

Fire Code Safety Alert – Sprinkler Systems with Antifreeze Solutions (NFPA 13, 13D, 13R and 25) was circulated with the agenda package. This alert has been issued to raise awareness and brought forward as information. A brief discussion was held regarding the issues and it was noted that Alternative Solutions are being investigated.

**E.5.06.11 Volunteer for SCO Code of Ethics Working Group**


**F. Standing Agenda Items**

a) **Technical Coordinating Committee Report**

The Chair was unavailable for the last TCC meeting. The recorder provided a brief update of the agenda items that were discussed.

b) **Alberta Fire Code 2006**

It was reported that preliminary proposed changes have been published relative to the 2015 National Codes.

c) **PTMAA – report**

It was reported that the variance relative to existing 12F tanks will expire in the near future. AMA will be working with PTMAA to determine how to deal with tanks that haven’t been upgraded.
d) FTC / BTC Joint Task Group

A discussion was held regarding interaction between disciplines. Examples were provided regarding how committees deal with code items at the national level. Ken Knox will develop a proposal for submission to the SCC. [Knox]

(i) Residential Care Facilities, Group Homes and Daycares

There was nothing to report and discussions relative to this item are somewhat included with agenda E1.01.11.

e) Permitting under the Alberta Fire Code

This item will be removed from the agenda. [Paches]

f) Conditional Grant Agreements

An update was provided on the two projects underway including OBIEC and risk-based inspections.

g) ULC Committee, Subcommittee and Working Group Report
   - Members for Smoke Alarm (S552 + S553) and System Commissioning (S1002)

ULC has a number of openings for committee members. These above noted standards are being opened for review and additional volunteers are required. Council members were encouraged to contact the Chief Fire Administrator for more information. [All]

G. Next Meeting

The meeting schedule was reconfirmed as follows:

- Friday, January 13, 2012
- Friday, March 9, 2012
- Friday, May 11, 2012
- Friday, September 14, 2012
- Friday, November 9, 2012

In light of the number of retiring members, it was suggested that council meet for dinner the evening previous to the January meeting. [Jess]

Brian Wiese / Ken Knox moved the meeting be adjourned; CARRIED

The meeting was adjourned at 2:30 p.m.
--- ACTION ITEMS ---

A. Call to Order

It was requested that an updated FTC council members be circulated to the all FTC members and regular guests.  [Paches]

E.10.03.09 Review of Fire SCO Certification Levels & Designation of Powers

The Task Group was directed to move forward with finalizing the draft Terms of Reference in order to begin developing applicable and comprehensive training requirements.  [Knox / Wiess / Baron / Jess / West]

E.9.03.10 “Elevator Fire Alarm Code Requirements” – Interpretation

Members were asked to review the STANDATA and provide feedback to the Chair and Chief Fire Administrator by mid-December 2011.  [All]

E.2.01.11 Fire Code – Paint Spraying – Sub-section 5.4.5.

Information is still being gathered for inclusion in the STANDATA.  [Walker/Foxcroft/Jess]

E.6.01.11 Updating STANDATA FCI-08-06 – Existing Fire Alarm Systems

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E.2.05.11 Used Oil Heaters – Interpretation Development

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F. d) FTC / BTC Joint Task Group

Ken Knox will develop a proposal for submission to the SCC.  [Knox]

F. e) Permitting under the Alberta Fire Code

This item will be removed from the agenda.  [Paches]

F. g) ULC Committee, Subcommittee and Working Group Report

Council members were encouraged to contact the Chief Fire Administrator for more information.  [All]

G. Next Meeting

In light of the number of retiring members, it was suggested that council meet for dinner the evening previous to the January meeting.  [Jess]
--- MOTIONS ---

B. Adoption of Agenda

Michael Cham / Brian Wiese moved to adopt the agenda, as amended; CARRIED

C. (a) Adoption of Minutes – September 9, 2011

Michael Walker / Ken Knox moved to adopt the minutes of the September 9, 2011 meeting, as corrected; CARRIED

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