



Alberta Fire Safety Association

1313 Hastings Cres SE
Calgary, AB T2G 4C8
Phone: (403) 692-0270
Fax: (403) 692-0274
E-Mail: info@albertafire.com
Web: www.albertafire.com

General Meeting
January 29, 2021
Virtual Meeting held on Zoom

Members Present

Robbin Foxcroft	Fire Safety Services (Calgary)	Brian McBain	Underwriters Laboratories
Ron Foxcroft	Fire Safety Services (Calgary)	Kevin Stanger	Pro-Tech Fire
Wayne Backiney	Pro-Tech Fire	Mark Warren	Johnson Controls
Kevin Mozak	Meridian Fire Protection	Darrell Shermak	Intertek Testing
Marco Gialleonardo	AFS Fire & Safety	Sean Doerkson	Brogan Safety
Scott Thackray	Innovative Fire & Safety	Pat Purnell	Intertek Testing
Shelby VanGroothest	Shelby International	Shane Glass	Sprouse Fire
Marc Chayen	Brogan Safety	Joseph Jean Luniar	Reality Power Clean
Lorne Buczyk	Karlen-Elecom	Rob Becker	Alberta Building Maintenance
John Schmidt	JAS Electrical	June Morin	The Firehalt Company
Vern Falscheer	Astec Safety	Shelby VanGroothest	Shelby International
Tara Ross	22 South Fire Inc		

Robbin Foxcroft opened the meeting at 10:02 am and stated we would follow the agenda as distributed. The meeting was held via Zoom video due to Covid19 restrictions. Kevin Stanger noted that we had not met quorum (26 members), therefore this was to be held as a meeting rather than the Annual General Meeting, and no decisions requiring votes would be made. This was accepted.

Minutes: The minutes of January 2020 were distributed by the secretary Robbin Foxcroft on the AFSA website and in email form. Robbin moved that we dispense of the reading of the meetings and adopt. There were no objections.

Treasurers Report: Bank account as of January 28, 2021 is \$11,083.98. All bills and accounts are paid and up to date.

New Business:

From meeting agenda:

- Member annual association due invoices will be sent when year end financial statement is completed. Prior to mid February.
- Financial year end was sent to accountant on January 20, 2021
- The previous year end from 2019 will be distributed with these minutes, as members did not receive last year.
- Robbin's term on the Fire Sub Council will be completed in February 2022. As she has served three terms, a new member of the AFSA will need to be appointed. Anyone interested in being appointed will need to email a copy of their resume to be distributed to the members. We would like them submitted by the spring meeting, to review. Two members are to be forwarded to Fire Sub Council for nomination, and one will be chosen. We are able to extend the deadline to the fall meeting if people need extended time to volunteer. The requirements for the volunteer are as follows:
 - o Ability to attend at least four meetings per year at Safety Codes Council in Edmonton Alberta.
 - o Dedicate time required to volunteer for special committees, appealing hearings and code review
 - o Conform to the primary duties of Council Members as stated: "The primary duty of all Council Members is to act in the interest of safety in the built environment for the benefit of all Albertans. All Members must have this consideration foremost in their decision-making, even when it conflicts with the wishes and interests of their stakeholder organization. Being "representative" means having the experience, expertise, and perspective of the group or stakeholder organization, but it does not mean advocating the interests of the group or stakeholder organization.
- At the time of Robbin's departure from the Fire Sub Council, she will also be stepping down as Executive Secretary of the Alberta Fire Safety Association. We ask for volunteers to submit their name for consideration to take over this position spring 2022. The primary duties of the Executive Secretary are as follows:
 - o Organize meeting dates with members. Including booking of conference space and sending meeting notifications

- Completing meeting agendas and distributing to members
 - Completing meeting minutes and distributing to members
 - Invoicing and receiving yearly membership dues
 - Basic bookkeeping/record keeping for the Association including submitting financials to accountant for year-end review
 - Completing yearly Association documents to Government of Alberta
 - Updating membership information on website
 - Digital communication to and from members/potential members via AFSA email
- Kevin Parking suggested a classified section on the AFSA website for members to post items for sale. This was discussed and decided that the liability could pose a problem for AFSA, and members should consider selling items via private email communication.
 - John Schmidt noted that the video conference meetings are much more convenient and accessible for members to participate and suggested the meetings remain via video conference call in the future. It was also suggested the Annual General Meeting would be held in person and the date could be changed to a more weather permitting month to allow for safer travel. This will be brought up for vote at the next meeting when quorum can be reached.
 - It was also suggested that the Annual General Meeting be changed to a full day including guest speakers and interactive activities to engage the members.

Action Items From Previous Meetings:

- 01.30.20.1 The bylaws to be reviewed, updated and made public. Robbin has scanned the original documents. She will send a digital copy to Kevin Stanger via email (completed January 31, 2020). They will be retyped exactly, to have a digital copy. Once completed they will be distributed to the members via email and discussed at the next meeting. It is preferred that suggestions be made by spring meeting to have them updated and distributed for review for the fall meeting and voted on in the January 2022 meeting.
 - 01.30.20.2 Terms of reference to be developed for all positions that represent the AFSA once bylaws have been updated and accepted.
 - 01.30.20.3 Prioritize and develop an achievable action plan for the four industry committees once bylaws have been updated and accepted.
- Introduce levels of membership:
- Industry - full input, eligible for board membership and vote.
 - Associate - limited - external input and guidance - provide services to the industry.
 - Corporate - supports and promotes the AFSA.
 - Exoficio - AHJs - intent, interpretation and application of legislation and compliance

Committee Reports:

- a. Portables:** (Wayne Backiney): It was brought to Wayne's attention by Darrell Shermak that a 2002 Strike First 10lb fire extinguisher was found with a 20lb label attached. The labels are almost the same size, and therefore went through several maintenances without being noticed. Brian MacBain notified us that the servicing company should be submitting this to ULC for investigation to determine if this is a larger problem with multiple units in the field. The manufacturer defects should be submitted to: <http://market-surveillance.ul.com/> Pat Purnell submitted the NAFED Update regarding AFFF foam. This product has been associated with serious environmental pollution, and health issues. Both Amerex and Ansul have stopped production and sales of AFFF fire extinguishers and recharge agents. The update can be found at <https://www.nafed.org/latestnews/aff-fire-fighting-foam-update>
- b. Fixed Systems:** (Ron Foxcroft): Ron Foxcroft said that the City of Calgary is making great steps forward with the deficiency reporting system including all fire protection equipment. The letter will be attached in the distribution of the minutes for members' reference.
- c. Fire Alarms:** (John Wingert): John Wingert was unable to attend. John Schmidt suggest that due to the City of Calgary's involvement in deficiency reporting, it has improved the repair process of buildings and the liability risks are reduced to the private companies. The local Authority can now decide and assume the liability for the "grandfather clauses" being enforced.
- d. Canopy Cleaning: (Shelby VanGrootest):** Shelby stated that educating the clients and Authorities regarding duct access and hinged roof top units is becoming key to having clients repair deficient HVA systems.
- e. Fire Sub Council:** (Robbin Foxcroft): The previous Fire Sub Council meeting was held on January 21, 2021. The Safety Codes Council announced due to the current Covid pandemic they will continue to offer services remotely. They are also getting active on social media including Facebook, Instagram, LinkedIn and Twitter. Members are encouraged to follow and pass along any industry related content for these channels.
- f. Fire Administrator's Office:** (Tina Parker): Tina was unable to attend, no update was provided
- g. Sister Associations:** No updates at this time

Membership:

Round Table:

