



**Standards Meeting**  
**8 October 2014 Meeting**  
**Fairmont Hotel, Winnipeg**  
**Minutes of the Meeting**

1. Welcome: The meeting started at 5:00pm. Chair T. Kelsall welcomed members and guests, and there was a round of introductions. There were technical difficulties with the online connections and only Stephen Keith was able to participate by that means.

<b><u>In person:</u></b>		
Tim Kelsall (TK)	Hatch (CHAIR)	<a href="mailto:tkelsall@hatch.ca">tkelsall@hatch.ca</a>
Bill Gastmeier (WG)	HGC Engineering	<a href="mailto:bgastmeier@hgcengineering.com">bgastmeier@hgcengineering.com</a>
Jack Davis (JD)	Albert Utilities Commission	<a href="mailto:Jack.Davis@auc.ab.ca">Jack.Davis@auc.ab.ca</a>
Christian Giguère (CG)	U. Ottawa	<a href="mailto:cgiguere@uottawa.ca">cgiguere@uottawa.ca</a>
David Quirt (JDQ)	Consultant	<a href="mailto:JDQ.acoustics@bell.net">JDQ.acoustics@bell.net</a>
Peter VanDelden (PVD)	RWDI Consulting	<a href="mailto:peter.vandelden@rwdi.com">peter.vandelden@rwdi.com</a>
<b><u>Online:</u></b>		
Stephen Keith (SK)	Health Canada	<a href="mailto:skeith@hc.sc.gc.ca">skeith@hc.sc.gc.ca</a>
<b><u>Guests:</u></b>		
R. Doedens		
John Swallow		
Regrets: Lixue Wu, Tony Brammer		

2. Appointment of Minutes Taker: Dave Quirt was appointed as Acting Secretary
3. Approval of agenda: Approved without changes. (moved JDQ, second WG, all in favor)
4. Approval of Minutes: Minutes from 10 April 2014 approved without changes. (moved WG, second JDQ, all in favor)
5. Update since last meeting
  - a. CAA Guide to Standards: A disclaimer/waiver modelled on that used in CSA standards has been added at the beginning in both languages, as requested by the CAA Board. Other French content has been reviewed and corrected. Thanks to CG.

- b. Updates to Standards Committee section of CAA website:  
TK and CG will handle posting CAA Guide to Standards on website and updating other content re the Standards Committee on the website.
6. Items from CAA board (Tim Kelsall & Christian Giguere): No other actions that should be reported to this Committee or to the Board were identified.

(Christian Giguere and Bill Gastmeier then left to overlapping meeting of CAA Board)

7. Update From Subcommittees (Written reports appended to these minutes)
- a. Environmental Noise (Bill Gastmeier, written report):  
PVD and JD commented on issues in report. JD noted issues re noise from construction of DC power lines in Alberta.
  - b. CAC-ISO-TC43-SC1 (Stephen Keith, by telephone and written report):  
SK summarized recent issues for CAC TC43 SC1: many members, strong participation at Berlin meeting in May, new secretariat, etc. See report for details of activity and opportunities for participation.
  - c. IEC Instrumentation – (Lixue Wu, written report):  
TK presented Lixue’s report.
  - d. Z107.10 / Editorial (Cameron Sherry, Dave Quirt): Partly covered under item 5, but next steps were discussed The planned actions are:
    - i. Committee requested formally that Guide to Standards, with updates as noted in Item 5, should be posted on the CAA website. (Moved JDQ, all in favor)
    - ii. Sponsorship for full translation of Guide to Standards and for meeting costs of Standards Committee should be pursued. TK agreed to prepare budget.
  - e. Building Acoustics– (David Quirt, verbal and written report)  
Changes to Building Code passed through public review last fall, and publication is anticipated in 2015. Brief discussion of highlights of Berlin meeting of ISO-TC43-SC2 drew expression of interest from John Swallow and Ric Doedens re participation in working group on acoustics of hospitals (JDQ will follow up.).
  - f. Human Vibration (Tony Brammer, written report):  
No discussion.
  - g. Loudness Evaluation – (Colin Novak, no written report and no discussion).
8. New Business: none
9. Next Meeting and Adjournment: Tim Kelsall announced next meeting will be in spring 2015. He will coordinate date and location with all. The meeting adjourned at 5:50 pm