

APSSCA MINUTES OF THE BOARD OF DIRECTORS MEETING – Nov 26, 2015

Held at Black Knight Inn, Red Deer

Directors Present:

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| Marcus Cormier | Don Edgecombe | J.R. Westera |
| Mike Brochu | Howard Heal | Joe Murphy |
| Crawford Ritchie | Pat White | |

Absent: Kim Hansen

Call to Order: The Chairman called the meeting to order at 9:33 a.m.

Acceptance of Meeting Agenda: The agenda was accepted as presented. On motion made by Crawford Ritchie, seconded by Howard Heal, and carried, the agenda for Nov 26, 2015 was accepted.

Acceptance of Last Meeting Minutes: On motion made by Howard Heal, seconded by J.R. Westera and carried, the minutes of the Directors meeting held April 9th, 2015 were accepted.

Business Arising from Minutes: Discussions were held regarding continued concerns related to the improper installation of backup generator and temporary tanks. On motion made by Joe Murphy, seconded by Crawford Ritchie and carried, APSSCA will prepare a letter to be sent to Alberta Municipal Affairs requesting the formal adoption of the CSA B139 standard and establish a requirement for approval of technicians installing equipment associated with the 139 Standard. .

Treasurer's Report: Joe Murphy presented the Treasurer's report with the financial update being as follows:

- Current bank balance as of October 20th 2015: \$15,208.91
- Financial year-end of January 31st is approaching. A review of our financials will be completed by Meyers Norris Penny.
- We need to confirm that the insurance policy for our board of directors has been renewed

Correspondence: No correspondence

POST Update: Howard reported on POST developments and provided information about recent industry injuries and the importance of enhancing APSSCA's role to educate our members.

CPCA Update: Marcus provided the following update to Directors

- Quebec is interested in hosting this year's AGM. Date TBD
- APSSCA needs to appoint a representative to the CPCA to take over from Pat White as he is not returning to the CPCA board next year
- Petroleum Mechanic E-Learning site is now up and running www.cpcalarning.com
- The members were given a copy of a CPCA article highlighting the importance of certified petroleum mechanics

APSSCA AGM:

- AGM date has been set for June 8th 2016
- Next meeting, we will need to establish a nomination committee to seek candidates for the board positions opening next year (2 positions to fill)
- Need to identify guest speakers for the AGM

Golf Tournament Review

- Golf tournament date is confirmed for June 9th 2016
- Need to check with Matt Gifford to see if he is interested in helping us with golf prizes

Adjournment: Meeting was adjourned at 12:30 p.m. by Crawford Ritchie and seconded by Mike Brochu.

NEXT MEETING – January 21st 2016 at 9:30 a.m. at Black Knight Inn, Red Deer AB.