

Minutes

APSSCA ANNUAL GENERAL MEETING MINUTES June 10th, 2015 Held at Midnapore Room, Deerfoot Inn & Casino, Calgary

Directors Present:

Mike Brochu	Gerrit Dehaan	Howard Heal	Kim Hansen
Marcus Cormier	Dave Jonasson	J.R. Westera	

Members/Guests Present:

Joe Murphy, Fireball Equipment
Jason Quin, P.D. McLaren
Don Jonasson, CTM Design Services Ltd.
Terry Krewen, Maxquip Inc.
Don Edgecombe, PTMAA

Call to Order: The Chairman, Marcus Cormier, welcomed members to the meeting. The chair confirmed that proxy voting rights from Pat White and JR Westera had been assigned to Marcus Cormier for the AGM as they were unable to attend. The chair called the meeting to order at 10:15 a.m.

Acceptance of Meeting Agenda: The proposed agenda was circulated to members present. Joe Murphy requested that windshield washer fluid installations be added to the agenda. On motion by Gerrit Dehaan, seconded by Howard Heal, and carried, the agenda for the June 10th, 2015 AGM was accepted.

Acceptance of Last Annual General Meeting Minutes: On motion made by Mike Brochu, and seconded by Terry Krewen and carried, the minutes for Annual General Meeting held June 4th, 2014 were accepted.

Secretary's Report – Presented by Marcus Cormier as follows. Membership renewals have been received from 75 members. Two new members joined our association in 2015 and the board is pleased to welcome – Maxquip Inc., represented by Terry Krewen, and Fleming Reid Petroleum Equipment, represented by Doug Morrison. This gives us a total of 77 members going into the 2016 program year. Marcus Cormier also took this opportunity to remind members present that all meeting and AGM minutes are posted on the APSSCA website once approved by the board.

On motion by Howard Heal, seconded by Gerrit Dehaan, and carried, the Secretary's report was accepted as presented.

Treasurer's Report: Gerrit Dehaan presented the January 31, 2015 year end financial statements report prepared by Meyers Norris Penny LLP. Gerrit reported a net profit of \$6,147 for the year. Gerrit reported that membership fees and royalties from training programs fund the Association activities.

On motion duly made by Mike Brochu, seconded by Dave Jonasson and carried, the financial statements dated January 31, 2015 were accepted as presented.

Training and Certification: Members present reviewed the CPCA training statistics provided in the annual report. In Alberta, we have a total of 277 certified individuals. Of these individuals, we have issued 95 PMH, 77 PM1, 77 PM2, and 107 PM3 licenses. The board recognized the excellent work being done by Michelle and Donna at the CPCA head office as well as our AB training review instructor Darcy Teichroeb from Bar W Petroleum & Electric. Marcus Cormier also updated members on the development of an online learning and review testing site being developed to accompany home study learners as they progress through the theoretical portion of their training. The site should be up and functional by late summer 2015.

Regulatory Code Updates: There were four key topics covered in this discussion – OH&S Proposed Code Updates, 2014 AB Fire Code Updates, Installation of Fueling Systems for Generators and Oil Burning Systems, Windshield Washer Fluid Installations / Regulations.

OH&S Code Updates – Marcus Cormier provided a presentation of the changes that were to take effect in the Fall of 2015 to the AB OH&S Code, highlighting some of the key areas that could impact members of our industry. A full copy of the presentation given by Alberta OH&S to industry stakeholders was posted on the APSSCA website and is available at the following link <http://apssca.staticmedia.ca/uploads/2015/03/OHS-Code-Review-Changes.pdf>

2014 AB Fire Code Adoption – As of May 1, 2015 the 2014 AB Fire Code came into force. A summary document highlighting the key changes was made available to members and Don Edgcombe from the PTMAA was present to go over the new requirements and answer questions.

Installation of Fueling Systems for Emergency Generators and Oil Burning Equipment – Deficiencies related to the installation of these fuel storage systems has been identified by the PTMAA and other regulatory agencies across the Province of Alberta. There was a discussion on both the regulatory gap that may be causing problems related to enforcement and permitting of these installations. In addition, because these systems are often installed by journeyman pipefitters that may not be fully aware of the regulations and best practices related to the installation of the fuel system, members discussed the possibility of developing a fourth petroleum mechanic program (PM4) to cover the additional requirements related to these installations. The Ontario Petroleum Contractors Association is currently working on developing a course to cover these requirements.

Windshield Washer Fluid Installations / Regulations -

There has been no progress on the Windshield Washer Fluid (WWF) issue this year. As it stands, the NRC Standing Committee on Hazardous Materials and Activities (SCHMA) have recognized that there is a large discrepancy Canada-wide, between how the NFC and AFC categorize WWF and how this fluid is being handled in the field. They proposed setting up a Working Group in April 2014 to resolve this, and there have been no subsequent actions. As it stands, Alberta is the only province that is properly enforcing the code with respect to WWF. We are concerned about the discrepancy between provincial enforcement practices, the significant financial and environmental cost to packaged product in Alberta, and we are very concerned about the risks involved in storing and dispensing straight methanol from drums in maintenance shops.

Election of Directors: Prior to proceeding to the election of directors, the APSSCA board took a moment to recognize the excellent work and many years of service provided by three retiring board members – Cathy Coutu, Gerrit Dehaan, and Dave Jonasson. All three were presented with an Inuksuk Award to recognize their service and contributions to our association.

Six of the existing directors consented to allow their name to stand for re-election and a motion was made by Kim Hansen, seconded by Dave Jonasson and carried, to elect them for a further one year term.

APSSCA's bylaws allow us to have up to 9 members on our board of directors. Four candidates were interested in the 3 remaining positions. Each candidate was given an opportunity to present themselves to the members in attendance. Following those presentations, active members with voting rights proceeded to elect three candidates and the chair announced that the results and welcomed the following elected members to our board of directors:

Crawford Ritchie – Gemini Pump

Don Edgecombe – Petroleum Tank Management Association of Alberta

Joe Murphy – Fireball Equipment

- The 2015 Board of Directors will be:

Marcus Cormier

Don Edgecombe

Howard Heal

Joe Murphy

J.R. Westera

Pat White

Mike Brochu

Kim Hansen

Crawford Ritchie

Election of Officers: Directors representatives for President (Marcus Cormier), Vice President (Kim Hansen) Treasurer (Joe Murphy) and Secretary (Crawford Ritchie) have agreed to serve as the officers of the board for the upcoming term.

On motion made by Mike Brochu, seconded by Gerrit Dehaan and carried, the officer appointments were accepted as proposed.

Adjournment: On motion made by Howard Heal, seconded by Don Jonasson, the meeting was adjourned at 1:35 p.m.