

APSSCA ANNUAL GENERAL MEETING MINUTES
June 8th, 2016
Held at Midnapore Room, Deerfoot Inn & Casino, Calgary

Directors Present:

Mike Brochu	Don Edgecombe	Howard Heal	Kim Hansen
Marcus Cormier	Joe Murphy	J.R. Westera	

Members/Guests Present:

Jason Quin, P.D. McLaren	Terry Krewen, Maxquip Inc.
Michelle Rae, CPCA	Bruce Taylor, Edmonton Fire Rescue
Kathy Rivard, Edmonton Fire Rescue	Gary Baker, Calgary Fire Dept
Rob Thomson, Gemini Pump	Shen Renner, Westrim
Brandon Renner, Westrim	Dave Jonasson, Centcom Construction
Salman Mohiuddin, Parkland Fuel Corp	Jason Ward, Centcom Construction
Catherine Coutu, PTMAA	Al Lemoine, National Energy

Call to Order: The Chairman, Marcus Cormier, welcomed members to the meeting. The chair called the meeting to order at 10:20 a.m.

Acceptance of Meeting Agenda: The proposed agenda was circulated to members present. On motion by J.R. Westera, seconded by Brandon Renner, and carried, the agenda for the June 8th, 2016 AGM was accepted.

Acceptance of Last Annual General Meeting Minutes: On motion made by Dave Jonasson, and seconded by Jason Quinn, and carried, the minutes for Annual General Meeting held June 10th, 2015 were accepted.

Business Arising from the Minutes: Windshield Washer Fluid continues to be evaluated. It is on the 2020 National Fire Code agenda. AB Municipal Affairs welcomes input from owners and industry on alternatives which may be considered. Industry will have the opportunity to comment on these recommendations. No further action until the National group meets.

Secretary's Report - Reported by Marcus Cormier there are 73 members currently active.

Treasurer's Report: Joe Murphy presented the January 31, 2016 year end financial statements report prepared by Meyers Norris Penny LLP. Joe reported a net profit of \$1,640 for the year. Joe explained the variance for CPCA Royalties between 2015 and 2016 was result of 2 years of royalties reported in the prior year.

On motion duly made by Howard Heal, seconded by Brandon Renner and carried, the financial statements dated January 31, 2016 were accepted as presented.

Training and Certification: CPCA training statistics for Alberta and other provinces was provided by Michelle Rae. In Alberta, we have a total of 434 certified individuals. Of these individuals, we have issued 84 PMH, 99 PM1, 109 PM2, and 142 PM3 licenses. Michelle reported the Online Home Study program has been in operation since Fall 2015. The Home Study program ensures when participants come to training review sessions they are better prepared for examinations. Michelle advised the Student Guide has been redeveloped based on the new online tool. Darcy Teichrob was the instructor at the Alberta Training sessions held earlier this week.

Inter Provincial Mobility Labor Act (LMA) – further work has been done on this during the year. This Act allows individuals and employers to draw resources from other provinces.

Regulatory Code Updates:

Installation of Fueling Systems for Emergency Generators and Oil Burning Equipment –

A letter has been sent to AB Municipal Affairs raising concerns of the regulatory gap between CSA-B139 and the AB Fire Code. APSSCA supports the need for certification/licensing for installers of this equipment as there is no periodic inspection during construction of these sites. The industry must have the confidence that the installer is qualified with knowledge to perform the work in conformance with all safety and regulatory standards.

Upcoming Year's Strategic Priorities:

Oil Burning Training – The PTMAA and AB Municipal Affairs discussions continue on this topic. APSSCA will hold off on forming a workgroup until further direction from the regulators is received.

Contractor's Professional Liability – Discussion followed on management of contractor risk and liability during construction or routine maintenance at sites. There is a need to create public awareness on “risk mitigation”. Suggestions were to possibly hold a webinar later during the year or the Association hire a lawyer to review risks and liabilities for members. A committee was formed to work on this initiative. Committee members are Mike Brochu, Joe Murphy and Al Lemoine. On motion made by Joe Murphy and seconded by Rob Thompson a mandate letter will be prepared for the committee outlining directives for liability issues.

Maintenance of Existing Facilities - Harmonizing of the two Codes (National and Alberta Fire Code) is likely not before 2020. Is public safety risk being addressed within these Codes? APSSCA Board will keep these discussions active and if necessary will form a working group at a later date.

Election of Directors: APSSCA's bylaws allow up to 9 member seats for the board of directors. Eight of the existing directors consented to allow their name to stand for re-election and a motion was made by Mike Brochu, seconded by Terry Krewen and carried, to elect them for a further one year term.

One Director seat became open this year as Pat White resigned from the Board. On motion made by Kim Hansen, seconded by Howard Heal that nomination of Al Lemoine as Director to the APSSCA board be accepted.

The 2016 Board of Directors will be:

Marcus Cormier	Joe Murphy	Mike Brochu
Don Edgecombe	J.R. Westera	Kim Hansen
Howard Heal	Crawford Ritchie	Al Lemoine

Election of Officers: Director 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 Kim Hansen, seconded by Brandon Renner and carried, the officer appointments were accepted as proposed.

Other Business – Current Director's Liability Insurance in the Association policy limits coverage to 1M\$. Joe Murphy will obtain a quote to have this coverage increased to 5M\$ and report to the Board on findings.

Adjournment: On motion made by Dave Jonasson the meeting was adjourned at 1:15 p.m.