

APSSCA ANNUAL GENERAL MEETING MINUTES

Meeting Held at Courtyard by Marriott, Calgary

31 May 2023

Directors Present:

Kim Hansen, Joe Murphy, Lee Krause, Al Lemoine, Howard Heal, Brad England, Francis Wight, Norm Dekens, Regrets – Marcus Cormier

Members/ Guests Present:

Neal James, Don Edgecombe, Sean Swanney, Rob Wilcox (Calgary Fire), Brad Gaulton (Calgary Fire), Trevor Doyle, Jordan Zunti, Brad Allen, Ryan Lillies, Francis Gough, Paul Bishop (Edmonton Fire), Matt Spenrath (Edmonton Fire), Kelly Flewelling (Edmonton Fire), Russel Neufeld, Terry Krewen, Wade Duiker, William Campbell, San Sinclair, Don Jonasson, Nina Belyavsky, Amanda Mitchell

1. Call to Order:

The Acting Chair, Kim Hansen, welcomed members to the meeting and called the meeting to order at 9:04 AM.

2. Acceptance of Meeting Agenda:

The proposed agenda was circulated to members present. On motion by Howard Heal, seconded by Norm Dekens, the agenda for the 31 May 2023 AGM was accepted.

3. Acceptance of Last General Meeting Minutes 8 June 2022

On motion made by Al Lemoine, seconded by Norm Dekens, the minutes for the Annual General Meeting held 8 June 2022 were accepted.

4. President's Report

Written submission provided by Marcus Cormier:

In 1986, the United States EPA conducted a study on underground storage tank leaks, revealing that 46% of failures were due to poor design or installation errors. Insufficient ground cover and leaving wood blocking under buried piping were cited as examples. This led to the implementation of training courses and certification programs for installers across North America. In 1992, Alberta Management of Underground Storage Tanks (MUST) organized a

training seminar for tank installers and removers in response to impending changes to the Alberta Fire Code. Attendees desired a more tailored program for Canada and emphasized hands-on training. These events sparked the formation of A.P.S.S.C.A. by concerned contractors seeking industry involvement, collaboration and influence with all stakeholders – contractors, customers, manufacturers, regulators, training bodies, and technicians.

This spirit of collaboration and partnership will be vital to our association as renewable fuels are becoming increasingly important in the energy sector. Countries around the world are striving to reduce their carbon footprint and transition to more sustainable energy sources. Based on the speakers we've heard from over the years, I believe that our traditional repair, maintenance and installation work will be stable for at least another 25 years; however, the renewable fuels space presents some interesting opportunities in the years ahead and, we must do what we can to help members navigate that shift.

Renewable fuels, such as biofuels and electric power, have significant implications for the retail petroleum equipment and maintenance industry. Together, we will need to monitor industry trends and the impacts that renewable fuels will have on petroleum contractors across our Province. What impacts will this rise of renewable fuels have on the retail petroleum equipment and maintenance industry?

Infrastructure Upgrades: Retailers will need to invest in upgrading their infrastructure to accommodate renewable fuels. This may involve installing new fuel storage tanks, pumps, and dispensers that are compatible with biofuels or electric charging stations.

Maintenance and Service: With the introduction of new equipment and technologies, maintenance and service providers will need to adapt their expertise to include the specific requirements of renewable fuel systems. This may involve training technicians on handling biofuel blends or maintaining electric charging stations.

Diversification of Offerings: As renewable fuels gain traction, retailers in the industry may need to diversify their product offerings to cater to the changing demands of customers. This could involve incorporating electric vehicle charging stations alongside traditional fuel dispensers or offering a range of biofuel blends.

Collaboration and Partnerships: The transition to renewable fuels will require collaboration between industry stakeholders, including fuel suppliers, equipment manufacturers, and service providers. Partnerships may be formed to develop and implement new technologies, share expertise, and address any challenges that arise during the transition.

As things continue to evolve in the renewable fuels space, our association will continue to seek opportunities to share the knowledge and resources members will need to succeed. I would like to thank all the members and our special guests in attendance today. I am certain that the information shared and the ensuing discussion will be beneficial to all participants.

Lastly, I would like to take a moment to reflect and say a special thank you for two past board members who have passed away over this past year – Gordon Harper and Malcolm Ward. To bring a group of competitors, regulators and manufacturers together in a room and seek to find areas of alignment where we can set our competing objectives aside to find alignment for the betterment of our industry is no small task. Both gentlemen embodied this spirit of collaboration. Their contributions continue to endure and will live on for many years to come.

Marcus Cormier, MBA
President – APSSCA

5. Executive Director's Report

Mostly admin work being completed, ensuring that fees are being paid, the website and payment system are working, verifying automatic renewals. Will need to look at modernizing some of the payment options that are available. Also working on the National Fire Code B-139 items for national adoption and several ULC committees.

6. Treasurer's Report

Treasurer, Joe Murphy presented his report for the year ending December 31, 2022. - \$16,000 in revenue, \$20,000 in expenses for a loss on the year of \$4,282. The Association had assets of \$50,172 at year end. AT year end \$12k in owing – which is for insurance and Don Edgecombe's admin fees.

Fireball's accountant has taken over completing the books, and there has been a significant reduction in fees required to complete the review from former accountants, MNP. There was a motion made to accept the re-appointment of Tim MacDonald to prepare annual financials – Al Lemoine, seconded by Francis Wright.

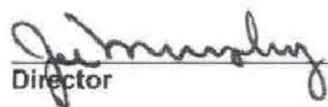
Motion to accept the Treasure's Report – Howard Heal, seconded by Francis Wright.

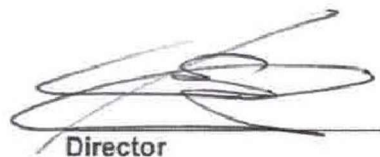
**Alberta Petroleum Storage System
Contractor's Association
Balance Sheet**

*As at December 31, 2022
(Unaudited – see Notice to Reader)*

	<i>December 31, 2022</i>	<i>December 31, 2021</i>
Assets		
Current		
Cash	3,934	49,469
Guaranteed investment certificate	40,000	-
Accounts receivable	5,060	685
Goods and services tax receivable	1,156	101
	<u>50,150</u>	<u>50,255</u>
Property	22	33
	<u>50,172</u>	<u>50,288</u>
Liabilities		
Current		
Accounts payable and accruals	11,809	7,643
Members' Equity		
Members' equity	38,363	42,645
	<u>50,172</u>	<u>50,288</u>

Approved on behalf of the Board


Director


Director

7. Training & Certification

There was discussion of training statistics and a chart breakdown. Members wish to move training and certifications to February / March annually.

8. Elections of Directors

Motion to accept the current directors – Al Lemoine, seconded by Terry Krewen.

9. Other Business

Guests from the City of Calgary and City of Edmonton Fire Departments were welcomed and introduced. There was an exchange of information around regulatory issues that are most concerning for regulators and contractors. Significant discussion was around petroleum equipment supplying standby generators. Regulators were advised to expect CSA B139 to be the regulation to oversee new construction of those systems when the 2025 Fire Code is published.

Amanda Mitchell from Suncor gave a presentation on renewable fuels and what effect they are expected to have on the fuels market and contractors providing services to it.

10. Annual General Meeting 2024

The 2024 AGM will be held June 5th, 2024 at a location to be determined.

The 2023 Golf Tournament will take place on 6 June 2024 at Sirocco Golf Club

11. Adjournment:

On motion made by Brad Egland and seconded by Francis Wight, the meeting was adjourned.