

APSSCA MINUTES OF THE BOARD OF DIRECTORS MEETING –January 15, 2015 Held at Black Knight Inn, Red Deer

Directors Present:

Marcus Cormier
Dave Jonasson
Kim Hansen

Cathy Coutu
J.R. Westera

Gerrit Dehaan
Mike Brochu

Absent: Howard Heal, Pat White

1. **Call to Order:** The Chairman called the meeting to order at 9:30 a.m.
2. **Acceptance of Meeting Agenda:** The agenda was accepted as presented. On motion made by Mike Brochu, seconded by Gerrit Dehaan, and carried, the agenda for January 15, 2015 was accepted.
3. **Acceptance of Last Meeting Minutes:** On motion made by Cathy Coutu, seconded by J.R. Westera and carried, the minutes of the Directors meeting held June 4, 2014 were accepted.
4. **Business Arising from Minutes:**
 - 4.1 *OH&S Incident – Transportation of Open Fuel On Site* – Marcus advised that no further action is required on this item as the container was only being used to store waste only from nozzle drips.
 - 4.2 *Western Chapter of POST Committee* – Marcus provided the POST update in Howard's absence. The POST group will be meeting (date unavailable). Ron Ballantyne is working on developing the structure for new Western Chapter.
5. **Treasurer's Report:** Gerrit Dehaan presented the Treasurer's report with the financial update being as follows:
 - Current bank balance as of December 19, 2014: \$15,034.85
 - Year end is January 31, 2014.
 - Directors insurance is paid to August 1, 2015.
 - Raised \$869.95 towards Kids Cancer during the APSSCA golf tournament.On motion made by Mike Brochu, seconded by Kim Hansen and carried the Treasurers report was accepted as presented.
6. **Correspondence:**
 - 6.1 *March Submission to CPCA Magazine* – Marcus will be preparing the insert for March edition of the CPCA magazine with topics to include dates for the golf tournament, AGM, and changes to the OH&S regulation.
7. **POST Update** – No report presented.
8. **CPCA Update** – Marcus reported the CPCA is starting to see more involvement from other provinces. Saskatchewan has offered to host the 2015 CPCA Annual General Meeting. Approvals were received to move forward with the MOODLE Training Program. Quebec is back online with their training program. Next CPCA meeting date is February 5, 2015. Marcus requested Directors to bring forward any company names that should be included in the CPCA magazine circulation list. **Action:** Marcus to send Directors the current circulation list for review and bring forward names of additional contacts which should be included for magazine distribution.

9. APSSCA AGM –

9.1 AGM & Golf Tournament - Alternate dates (either 2nd or 3rd week of June) for the AGM and golf tournament were discussed as week of June 2 conflicts with Saskatchewan meetings. Marcus will contact Scirroco Golf Course to determine if either of the optional dates are available.

Suggestions for an alternate line of silent auction items are welcome.

Kim agreed to check with the Deerfoot Inn & Casino for hotel availability during weeks of June 10 and June 17. A block of 20-25 rooms is needed. Tentative date is June 10.

9.2 Board Member Recruitment – The following Directors will be stepping down this year – Gerritt Dehaan (Treasurer), Cathy Coutu (Secretary) and Dave Jonasson. A letter shall be circulated to Association members advising of 3 vacancies and request for nominations to fill these Board openings. A candidate for Director nomination brought forward during the discussion was Joe Pacholik.

9.3 Guest Speakers –General consensus was to have a guest speaker(s) at this year's meeting once again. Suggestions were (1) a Petroleum Equipment Institute representative (2) a OH & S representative to speak on changes to the regulation and (3) a presentation on Compressed Natural Gas (CNG).

10. New Business

10.1 Alberta OH & S Code Review – Code changes are likely still in review. The proposed timeline states the revisions are put forward for government approval approximately mid 2015 and, if approved, the revised Code comes into effect October 2015. One change noted for petroleum contractors relevant to underground tanks excavations –height for spoil piles is increased to one meter now. Marcus asked Directors to review the presentation and make notes of any other changes in which APSSCA membership should be advised of.

10.2 PTMAA Request- Backup Generators and Fire Pump Systems – An email from Don Edgecombe was circulated regarding concerns of tanks (inside buildings) for generator day tanks and fire pumps. Currently in Alberta there is not a certification training program specific for these types of installations. Some jurisdictions are asking that contractors be licensed when installing these. It was agreed that Don be invited to the February meeting to discuss what role he would like APSSCA or CPCA to play in this.

11. Next Meeting Date – February 18, 2015 in Red Deer

12. Adjournment - Meeting was adjourned at 10:30 a.m. by Dave Jonasson and seconded by Kim Hansen.