



APSSCA BOARD OF DIRECTORS MEETING

Meeting Minutes

Meeting Held by Web Conference Call

April 8, 2025

1. Call to Order

Lee Krause called the meeting to order on April 8, 2025, at 10:00 AM

Roll Call

The following members were present: Jason Eaton, Francis Wight, Joe Murphy, Lee Krause, Howard Heal, Norm Dekens, Francis Gough, Chris Allen, Sean Swanney

Regrets: Al Lemoine, Brad Egeland,

2. Approval of Meeting Agenda

Motion to accept the agenda by Francis Wight, seconded by Norm Dekens. The proposed agenda for meeting of April 8, 2025, was approved.

3. Approval of Minutes from Last Meeting

Minutes of last Board Meeting, held February 11, 2025 were approved. Motion by Francis Wight and seconded by Norm Dekens

4. Business Arising from Meeting

Draft Standata covering turbine inspections was discussed. **ACTION:** Don to re-circulate letter for Municipal Affairs in response to their draft Standata. Don to have Al or Lee sign and forward to Tina Parker at the Government of Alberta.

5. Executive Director's Report

Don had no formal update. Email and phishing emails discussed as recent emails were sent using APSSCA Board Members profiles. The Board approved removing all personal email addresses on website.

6. Treasurer's Report

Joe advised that we've moved our RBC account to a business status rather than a personal account which will allow us to do better reporting on transactions and statements. The current bank balance is \$17,819.93 Our accountant has everything needed to complete the financial compilation. **ACTION:** Once we receive the draft financial statement, Don to circulate to the audit committee for review.

Motion to accept the treasurers report: Howard Heal moved and Francis Wight seconded.
Carried.

Financial transactions between CPCA and APSSCA were discussed. Royalties on training to Alberta contractors was \$4,882.11 for 2024. CPCA has yet to pay the 2023 royalties which were \$2,994.39. APSSCA dues to CPCA for 2024 were \$2,000 (80 companies x \$25). We expect a payment from CPCA for a net, \$2,994.39.

Our loss for the year is primarily because of the cost of our new website. There was discussion about whether or not the expenditure should be capitalized. Since we are not subject to income tax there was no reason to amortize the expense over three years.

We will be expecting approximately a \$2,000 deficit each year going forward so there was discussion about increasing membership fees. **ACTION:** Don to research fees charged by other provincial contractor organizations and recommend an adjustment to our fee schedule. It was thought that \$225 for Active Members and Associate Members was appropriate. Motion by Joe Murphy, seconded by Norm Dekens to raise the membership fees to a maximum of \$225 effective June 1, 2025.

7. Correspondence

There was discussion about the federal tank regulation, SOR-2018 Some of our Directors were contacted by the engineering firm doing a review of regulations effecting tank sites on federal properties like major airports, national parks, etc. Don advised the engineer that we do very little work on federal lands and that the best course of action might be to harmonize the regulation with the National Fire Code.

8. POST Update

Howard reported that their committee is working on small changes focused on Job Observations and higher risk activities. The POST committee is meeting to discuss further later in April.

9. CPCA

No major updates. June training dates are coming around the date of our tournament. Lee recommended we send out the dates to our members. **ACTION:** Don to follow up with Michelle on review date details.

10. New Business

Previously discussed

11. Golf Tournament

Norm suggested the amended registration form be sent out by the 24th of April. Chris suggested that our Gold/Silver/Bronze sponsorship and hole sponsorship information be included on the form. Sean Swanney will assist with social media, promoting sponsors. To ensure we cover our costs of hosting the tournament, the individual registration will be increased to \$230 per player.

It was confirmed that sponsorships will be \$5K for gold, \$3K for silver and \$2K for bronze. APSSCA will run the square prize board again. KidsCancerCare will run mulligans, 50/50 and beat the pro. It is hoped that our members expand the number of guests brought to the

tournament. We are very close to not being able to host a shotgun with the minimum number of golfers at 72.

A golf committee meeting will be held within the next couple weeks to firm up details.

12 AGM Planning

The meeting will be held June 25th, 2025 at the Deerfoot Inn & Casino. A number of possible speaker topics were discussed that included: fire official attendance, Cyber Security, POST update by Howard and Michelle, E15 (Lee believes this subject has died off), EV Inspection & Recertification, Renewables (Joe recommended general update on all industry topics, HDRD Facilities, Hydrogen, etc.) Tariffs, Safety Codes Council updates (anything new?).

13. Next Meeting Date

The next meeting date was set for May 6, 2025, 10AM

14. Adjournment

Francis Wight motioned to adjourn, seconded by Joe Murphy and the meeting was adjourned at 11:42 AM.