

APSSCA ANNUAL GENERAL MEETING MINUTES
June 4, 2014
Held at Midnapore Room, Deerfoot Inn & Casino, Calgary

Directors Present:

Mike Brochu	Catherine Coutu	Gerrit Dehaan	Howard Heal
Marcus Cormier	Pat White	Dave Jonasson	J.R. Westera

Members/Guests Present:

Jason Quin, P.D. McLaren	John Allen, P.D. McLaren
Crawford Ritchie, Gemini Pump	Peter Sutherland, Tanknology
Michelle Rae, CPCA	John Thomson, P.D. McLaren
Terry Krewen, Petro-Viron Inc.	Stewart Parke, Cormode & Dickson
Scott Wallace, Sublime Industries	Frances Wight, McIntosh Petroleum
Terry Bulmen, Tanknology	Jerry Iliscupidez, Parkland Fuel Corp.
Neil Erlandson, K-Rite Construction	Ron Minks, Earthmaster Environmental
Joe Murphy, Fireball Equipment Ltd.	Clint Hleck, National Energy Equipment
Doug Myroniuk, Accurate Pump	Klaus Keifer, Keller Construction
Don Edgecombe, PTMAA (late)	

Call to Order: The Chairman, Marcus Cormier, welcomed members to the meeting and called meeting order at 10:00 a.m.

Acceptance of Meeting Agenda: On motion by Dave Jonasson, seconded by Frances Wright, and carried, the agenda for June 4, 2014 was accepted.

Acceptance of Last Annual General Meeting Minutes: On motion made by Gerrit Dehaan, seconded by Dave Jonasson and carried, the minutes for Directors meeting held June 5, 2013 were accepted.

President's Report: Presented by Marcus Cormier as follows:

- APSSCA is proud to host the 2014 CPCA AGM which will commence at 1:00 p.m. today.
- The Association was formed 18 years ago when the MUST Program introduced the need for contractor licensing (installations and removals) as the industry recognized standards were needed for consistent installation practices. For a period of time MUST did provincial licensing for tank installations and removals. Years later the CPCA training program was adopted by APSSCA.
- Liquefied Natural Gas – is there a need for certification in these programs?
- APSSCA will continue to push for increased safety standards.
- Director Howard Heal represents Western Canada on the POST committee. Howard provides exposure for the upstream sector and we hoping to gain support and involve more petroleum marketers for a Western POST committee.
- Plans to increase communication with our membership and encourage participation in APSSCA monthly meetings.
- Hydrogen or LNG changes from regular gas station – plans to keep abreast of these changes.
- Changes to the Association Bylaws were reviewed. Highlights were as follows:
 - o Annual Meeting – change to allow the AGM to be held within 6 months of fiscal year end date.
 - o Officers – references to Executive Director have been relaxed

- Elections for Officers – to be held within 6 months from fiscal year end date
- Officers Term – must be at least one year.

On motion by Pat White, seconded by J.R. Westera, and carried, the amended bylaws of APSSCA dated June 4, 2014 were accepted. CARRIED.

Secretary’s Report – Presented by Catherine Coutu as follows. Membership renewals have been received from 73 members. Three new members joined the Association – Earthmaster Environmental, Franklin Fuelling Systems, Transtank Canada Inc. In the future, approved meeting minutes shall be posted on the APSSCA website. On motion by Mike Brochu, seconded by Howard Heal, and carried, the Secretary’s report was accepted as presented.

Treasurer’s Report: Gerrit Dehaan presented the January 31, 2014 year end financial statements report prepared by Meyers Norris Penny LLP. Gerrit reported a net profit of \$8780.00 for the year. Gerrit reported that membership fees and royalties from training programs fund the Association activities. On motion duly made by Howard Heal, seconded by Crawford Ritchie and carried, the financial statements dated January 31, 2014 were accepted as presented.

Nominating Committee Report: Dave Jonasson advised that all Directors have consented to have their name stand for re-election of a one year term. No additional volunteers came forward therefore requested that nominations cease. On motion duly made by Dave Jonasson and seconded by Scott Wallace and carried, the current list of Directors were accepted for re-election.

- The 2014 Board of Directors will be:

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

Election of Officers: Directors representatives for President (Marcus Cormier), Vice President (Kim Hansen) Treasurer (Gerrit Dehaan) and Secretary (Catherine Coutu) have agreed to have their names stand for the upcoming term. On motion made by Mike Brochu, seconded by Pat White and carried, the current officers are accepted as elected.

There will be some openings next year as some Directors step down and the Chairman requested guests to give some thought to this as there will be a call for nominations during the coming year.

Speaker Presentation – Diesel Exhaust Fluid (DEF)

Mr. John Allen of PD McLaren gave a presentation on DEF strategies and best practices, systems maintenance and storage of DEF during the winter months. Highlights from the presentation were:

- DEF is a product which is injected into the exhaust system upstream of the catalytic converter. It is not an additive into the diesel.
- Emission controls are the driving factor for DEF. DEF is intended to reduce the emissions in diesel to zero. DEF conversions are scheduled to be completed in 2016-2017.
- The optimal temperature for storing DEF is -6 to 26°C. DEF product freezes at -10°C. Temperatures below -10°C will affect the purity and shelf life of the product. The product will lose effectiveness but does not need to be destroyed. Therefore the equipment used to store the product must be heat insulated.
- Purity is critical for DEF performance. The length of time that the product is at temperatures outside of the -6 to 26 degree range is critical.

- Contaminants in the product can be from improper fittings or storage containers. To prevent contamination the use of a DEF hose with compatible fittings is recommended.

Speaker Presentation – PTMAA Highlights

Mr. Don Edgecombe of PTMAA provided an update to the group on future tank testing requirements for aboveground tanks (AST), changes to the OH&S Act, and challenges related to standby generator/windshield washer fluid tank installations.

- AST testing – The 2006 AB Fire Code requires that aboveground tanks complete a API-653 tank test by 2017. The PTMAA has a committee evaluating and developing criteria to define which ASTs will/will not need to complete a test. Items under review are (1) is testing required once tanks are moved to a new location? (currently not required by any tank specs) (2) is a test needed on doublewall horizontal tanks?
- There is a Code interpretation conflict between municipalities regarding tanks used for oil burning devices (CSA-B139), standby generators or fire pumps. The PM3 training does not match this type of application.
- A large audience of industry using backup gensets and daytanks. The supply tanks for backup generators are governed by the AB Fire Code, however day tanks are not applicable to this regulation. The CPCA is proposing a PM5 License for generator install connecting the supply pipe to the day tank, exhaust systems and venting.
- OH&S regulations are being amended, changes are mostly references to Standards quoted within.
- PPE with counterfeit clothing suppliers must meet CSA or B&C Standards.
- Annual Safety Training Plans – the specs are now more comprehensive for what is required in these.
- Smoking at Construction sites used to be Zero distance, now 7.5M proximity is allowed.
- Hands on equipment – must be secured to avoid accidents.
- Spoil piles – was 1 meter separation back from the hole, now the pile must be as far away as the depth of the hole.
- DEF tanks are not regulated by the PTMAA.
- LNG is regulated by ABSA under the Pressure Vessels. Good resource for this topic is Sid Manning with Government of Alberta.
- Fire Code Changes – (1) overfill devices will be required on tight fills for tanks; (2) no singlewall tanks (fibreglass included) will be allowed anymore in new Code. Expect release of the 2010 AFC in 2014.
- Windshield washer fluid – product has a flashpoint of 35 degrees Celsius and is regulated by AFC. In some jurisdictions these tanks are installed by non-certified contractors. The trend is to install these tanks outdoors (in cities especially).
- Contractor training for these ancillary applications should be further investigated (windshield washer fluid, standby generators, etc.)

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