



**MINUTES OF THE
THIRD GAS SUB-COUNCIL MEETING OF 2019**

DATE: September 19, 2019
TIME: 10:00 a.m. to 1:40 p.m.
LOCATION: Safety Codes Council Office, Edmonton

PRESENT: **Sub-Council Members**
Jason Helfrich (Chair)
Ron Beaudette
Paul Delano
Mark Guderjan
Roy Herrington
Cindy Kieu
Chuck Lemke
Nathan Lesage
James Maddocks
Marcel Mandin
Larry Miller
Mike Turek
Denis Turgeon (Vice Chair)
Dale Walls

Safety Codes Council
Allison Karch, Kathryn Derkach, Kris Schmaltz (for item 4.1. only), Michael Lalonde (for item 4.2. only), Tyler Wightman (for item 4.1. only),

Alberta Municipal Affairs
Sidney Manning, Claude Valliere, Jon Elliot

REGRETS: Jeff Skeith

RECORDER: Sandi Orr

2019 MEETINGS: November 21

Permit Regulation Working Group discussion was held from 9:00 a.m. to 10:00 a.m.

1. Meeting Opening

The meeting was called to order by the Chair at 10:00 a.m.

During the meeting, Brian Alford (President/CEO) and Kevin Griffin (Board Chair) were introduced. The Chair of the Board emphasized the importance of all of the sub-councils and the work they do, and that the Board wishes to assist wherever possible.

1.1. Agenda Adoption

Mike Turek / Dale Walls moved to adopt the agenda, as circulated, with a flexible order of business; CARRIED

1.2. Adoption of April 25, 2019 Minutes

The minutes were reviewed and the following correction was made:

- 4.13 - It is believed that whoever is doing the **permit work** should be the one to take out the permit.

Roy Herrington / Mike Turek moved to adopt the minutes of April 25, 2019, as corrected; CARRIED

2. Matters for Decision

2.1. Reappointment of Jason Helfrich to represent the Propane Gas industry segment

Denis Turgeon chaired this agenda item. All guests and Jason Helfrich left the meeting for this discussion.

Correspondence was included in the portal and reviewed.

Mark Guderjan / Ron Beaudette moved to recommend to the Board the reappointment of Jason Helfrich to the Gas Sub-Council to represent the Propane Gas industry segment for a term ending January 31, 2023, effective February 1, 2020; CARRIED

2.2. Reappointment of Chuck Lemke to represent the Sheet Metal Contractors industry segment

All guests and Chuck Lemke left the meeting for this discussion.

Correspondence was included in the portal and reviewed.

Denis Turgeon / Larry Miller moved to recommend to the Board the reappointment of Chuck Lemke to the Gas Sub-Council to represent the Sheet Metal Contractors industry segment for a term ending January 31, 2023, effective February 1, 2020; CARRIED

2.3. Nomination of Cody Christman to represent the Mechanical Contractors industry segment

This agenda item was held in camera. The nomination was included in the portal and reviewed.

Mike Turek / Roy Herrington moved to recommend to the Board the appointment of Cody Christman to the Gas Sub-Council to represent the Mechanical Contractors industry segment for a term ending January 31, 2023, effective February 1, 2020; CARRIED

2.4. Matrix Review – review existing sub-council matrix to ensure it continues to appropriately represent the gas discipline

This discussion was held in camera.

Nathan Lesage / Dale Walls moved that the Gas Sub-Council has reviewed their matrix and no changes are recommended at this time; CARRIED

2.4.1. Development of Skills Matrix

It was reported that skills matrices are being developed for each sub-council to assist nominating organizations to find nominees with the right skills and experience.

Each sub-council member was asked to define a few skills and/or qualifications for their own position that would be essential for their work on the sub-council and to forward this to the Council by October 31, 2019. [All]

3. Review Matters Arising / Action List

	Item	Action	Date Initiated	Responsible	Status/Update
1.	Combination Heating STANDATA	Review draft Combination Heating STANDATA UPDATE: Although expired, still being used as best practices	Sep 15/16	All	Ongoing

2.		Provide updates on B214, which may impact the content of the STANDATA and/or whether it is required.	Sep 15/16	Manning	Work continues on B214; the draft includes feedback from stakeholders and almost all of the Alberta STANDATA; In progress
3.	Permit Regulation Working Group	The working group will address the permitting of secondary gas lines topic that was brought forward.	May 17/18	Helfrich	In progress
4.	Draft Annex I (formerly Annex J)	The Administrator will continue to keep the sub-council informed of the progress on Annex I.	Sep 20/18	Manning	To be addressed by the GSC B149.3 working group; remove from action list
5.	CAN/BNQ 1784-000	Code recommended for adoption by GSC on Nov 15/18; AMA to provide updates on adoption as available.	Nov 15/18	Yard/AMA	Delay due to government processes, work continues toward next steps and an update is expected in the fall; In progress
6.	CSA B149.6-20	Code to be reviewed by working group and recommendation made by GSC.	Nov 15/18	WG Chair	In progress
7.	Request for interpretation to CSA B149.2	The Administrator will forward a request for interpretation to CSA-B149.2 – Propane storage and handling code standing committee.	April 25/19	Manning	In progress
8.	Working Groups Historic Folder	It was requested that a Historic Folder be created for older versions of codes and standards for each Working Group.	April 25/19	Council Administration	In progress

4. Matters for Discussion

4.1. SCO Competency Profile Project Update

Kris Schmaltz was welcomed to the meeting and reported on a project that is underway to create a Competency Profile for SCOs. These profiles will be used to determine educational requirements and potential continuing educational opportunities. The Council is engaging with SCOs across all four construction disciplines to determine common competencies. A group of volunteers has begun work and an initial report is being reviewed to determine a gap analysis. Discipline specific competencies will also be determined in the future.

The floor was opened for questions and positive feedback was received from participants on the direction this project is heading.

4.2. Gas Training Discussion – project timelines and volunteer involvement

Michael Lalonde and Tyler Wightman were welcomed to the meeting. With the new timely code adoption, the Council is considering changes to SCO code updating training to optimize timeliness and provide better value.

The training would focus on the top substantive changes that impact SCOs and industry and three-column documents could be provided to SCOs ahead of time. Exams would no longer be required. Webinars would allow for group discussion, Q&A, etc. Similar discussions will be held with other disciplines.

4.3. 2020 Meeting Dates – provide input on proposed dates

The following dates were proposed and will be confirmed in October:

- Thursday, January 30
- Thursday, April 23
- Thursday, September 24
- Thursday, November 26

Working group meetings will be held from 9:00 a.m., with the meeting start scheduled for 10:00 a.m.

4.4. Engineering Authentication Variance

The following Gas Code Variance was issued this summer:

<https://open.alberta.ca/dataset/a9c9bb0d-8c1d-47f1-bfc7-b18e6920a2ae/resource/bf38b958-7d7e-4373-a382-1d985c0ce03d/download/var-gas-03-19.pdf>

It was clarified that this variance doesn't allow an engineer to relax code nor avoid permitting. Monitoring and evaluation will be done to determine whether the variance is working as intended. Future amendments can be made if the intent of the STANDATA is not being met.

It was reported that APEGA is implementing a new authentication standard to help ensure members are accountable. Work is also being done with Energy Regulators to strengthen cross ministry relationships. This could lead to improving educational efforts and opportunities through AIT to ensure workers have the necessary skills.

4.5. Legacy Equipment Management System Update

Background was provided regarding the creation of the Legacy Equipment Management System. The following notices has been provided to industry that the program expires in January 2020.

<https://open.alberta.ca/dataset/1ae5f14b-0048-48e8-a6f2-32b7e7ea2d4e/resource/c9a2bf27-b63b-4400-94ef-32e03d2bdcbc/download/lems-notice.pdf>

4.6. Working Group Reports – review membership and chair positions for all working Groups

An overview was provided on the business decision made by CSA to no longer identify definitions within the code and changes to the code will no longer be identified with a mark. This will make the 3-column documents even more critical. A discussion was held regarding concerns about CSA's decision.

Roy Herrington / Marcel Mandin moved to send a letter to CSA that the Gas Sub-Council is not in support of the CSA's reformatting direction; CARRIED

As soon as new 3-column documents are available and placed in the portal, AMA will inform working group members.

4.6.1. CSA-B149.1.20

Chuck Lemke was appointed as the Working Group Chair.

4.6.2. CSA-B149.2.20

The three-column document is being updated.

4.6.3. CSA-B149.3.20

The three-column document is being updated.

4.6.4. CSA-B149.5.20

CSA-B109 – Natural gas for vehicles installation code was added to the mandate of this working group.

4.6.5. CSA-B149.6.20

Paul Delano was appointed as the Working Group Chair. Nathan Lesage and Mark Guderjan were appointed to the working group. It was noted that the Administrator has industry contacts who may be able to participate if the group needs additional support.

4.6.6. CSA-B108-18

Larry Miller and Paul Delano were appointed to the working group.

4.6.7. CSA-B109-17

This code was included in the CSA-B149.5.20 working group.

4.6.8. Permit Regulation

The current Permit Regulation, which is available through Queen's Printer, was shown on screen.

The Gas Discipline section of the Permit Regulation was reviewed and the following noted:

- One of the greatest challenges is relative to clause 12(2)(c) because some permit applicants don't know that design changes may be needed when changing from a draft style appliance to a high efficiency appliance.
- Since natural draft appliances are no longer going to be available to purchase, it was recognized that the magnitude of this issue will only continue to increase.
- Some municipalities have bylaws restricting homeowner permits in certain cases, but there is no consistency across Alberta.
- The definition of single family dwelling may need further clarity.
- A recommendation could be made remove some of the appliances listed in 12(2)(c); for example, leave range and dryer but remove water heater or space heater

It was suggested that the risks and issues need to be clear before bringing any recommendations forward for changes. It was recognized that unsafe conditions can occur when design changes to piping or venting are needed but not done, such as the risk of carbon monoxide, fire, etc.

4.6.9. Hydrogen Fueling Stations

There was nothing to report.

4.7. AMOS Report

The AMOS Fall Conference is scheduled for October 4, 2019.

4.8. Administrator/ AMA Report

The Director of Standards Development and Support - Mechanical reported on projects underway to track how well the safety system is working.

There was nothing new to report from a policy perspective.

The Administrator reported the following:

- An updated was provided regarding B149.1/B149.2/B149.3/B149.5/B149.6
- Standards Council of Canada inspection body program - IBAP revamp, focus groups
- Modification to policy regarding conversion of vehicles to alternate fuels with AMA; new labels anticipated by the end of 2019
 - <https://open.alberta.ca/dataset/notice-conversion-fuel-system-on-motor-vehicles-re-inspection-interval-amendment>
- A number of variances have been published:

- [VAR-GAS-01-19 – automated cylinder exchange machines](#)
- [VAR-GAS-02-19 – service regulators](#)
- [G-01-17\(Rev1\) – gas fired appliances used for heating buildings under construction](#)
- <https://open.alberta.ca/publications/notice-variances-under-the-safety-codes-act-2019> – clarification regarding variances, including an SCO’s ability to issue jurisdiction-wide variances; additional documents are being created for additional specific clarification (e.g. distances); the Council policy on variances being reviewed
- The legacy equipment management system program is scheduled to end on December 31, 2019. A notice has been issued and it is anticipated that there may be significant challenges in completing final reports due to misunderstandings and challenges with applying the new province-wide variance
- Concern in Ontario and Quebec regarding refillable 1 lb. cylinders; TSSA has created an advisory regarding the use of adaptors to refill Specification 39 (non-refillable) Propane Cylinders

It was noted that a lot of questions are being asked of industry regarding requalification of vehicles converted to run on propane/natural gas. It was clarified that the 5-year reinspection is not part of the requalification process. The reinspection is the responsibility of the owner. Further clarification was provided regarding the differences between tank and cylinder, and between propane and natural gas requirements. Institutes have been tasked with notifying those certified for fuel dispensing of the changes and what to look for when refueling.

The following IGAC update was provided:

- Standards Council of Canada is encouraging the IGAC to modify their balloting processes
- Consistency in code adoption is being reviewed, Alberta’s new timely code adoption has encouraged other jurisdictions to move in the same direction
- Work is moving forward to change the scope of B149.3 to address clarity of manual appliances up to 20,000 BTUs
- Quebec is struggling with the code requirements for tanks and aggregate capacities, looking at consistency across Canada
- Work will continue to maintain several documents such as the IGAC code table, OEM vehicle conversions, refueling, etc.
- B149.3 is putting appendices together for mobile food services that follows the NFPA in hope of improving consistency
- Challenges were discussed regarding products manufactured outside of Canada and certified for use in Canada
- An update was provided regarding CRN numbers and more information will be added to the portal when available
- Discussion was held regarding field approval and certification
- TSSA has experienced a number of fireplace explosions, several products are being recalled

4.9. Council Updates

The Council written report was included in the portal:

- The Council is offering Member training:
 - Effective Meetings Workshop – November 12
 - Appeals Training – November 13
 - To sign up, please email Gerry.Letendre@safetycodes.ab.ca
- All Members are required to complete online FOIP training by December 31, 2019
- Work continues on the governance review, including proposed changes to streamline working group formation and processes
- Working group chairs will now be asked to provide a short written report in advance of each sub-council meeting and sample templates are available
- The Council has created a 'subcouncils@safetycodes.ab.ca' email for all meeting invites; sub-council members were asked to continue to use direct emails for inquiries
- Minor layout updates have been made to the Member Portal and shown on screen
- A member survey was sent to all sub-council members, this is still open and members were asked to fill out the survey and provide their honest feedback
- A quarterly report of all sub-councils' key activities has been created and will be distributed to the Board and each sub-council at the end of each quarter
- regional meetings for SCOs in construction disciplines will not be held as there is better value in leveraging existing industry association meetings
- The Council is working on communications to help clarify the relationship between SCOs and registered professionals and feedback about common misconceptions is being requested

5. Meeting Finalization

5.1. Round Table

An agenda item will be added to the next meeting to develop 2 or 3 strategic goals the Gas Sub-Council wishes to accomplish over the coming year. [Council Administration]

5.2. Next Meeting

The next meeting was reconfirmed for Thursday, November 21, 2019 at the Council office at 10:00 a.m. with working group meetings from 9 a.m. to 10 a.m.

5.3. Meeting Adjournment

Nathan Lesage / Marcel Mandin moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 1:40 p.m.

--- NEW ACTION ITEMS ---

2.4.1. Development of Skills Matrix

Each sub-council member was asked to define a few skills and/or qualifications for their own position that would be essential for their work on the sub-council and to forward this to the Council by October 31, 2019. [All]

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WORKING GROUPS

WORKING GROUP	WORKING GROUP MEMBERS (Chair)
CSA-B149.1-20 – Natural gas and propane installation code	<u>Chuck Lemke</u> Jeff Skeith; Mike Turek; Denis Turgeon; Paul Delano; Ron Beaudette
CSA-B149.2-20 – Propane storage and handling code	<u>Jason Helfrich</u> Jeff Skeith; Mike Turek; Denis Turgeon; Ron Beaudette
CSA-B149.3-20 – Code for the field approval of fuel-related components on appliances and equipment	<u>Denis Turgeon</u> James Maddocks; Dale Walls; Roy Herrington;
CSA-B149.5-20 – Installation code for propane fuel systems and tanks on highway vehicles CSA-B109-XX – Natural gas for vehicles installation code	<u>Marcel Mandin</u> Jason Helfrich; Nathan Lesage (AMA – Perry Wager)
CSA-B149.6-20 Biogas and Landfill Gas Code	<u>Paul Delano</u> Nathan Lesage; Mark Guderjan
CSA-B108-18 – Natural gas fueling stations installation code	<u>Nathan Lesage</u> Marcel Mandin, Paul Delano
Permit Regulation	<u>Jason Helfrich</u> Jeff Skeith
Hydrogen Fueling Stations	<u>Mark Guderjan</u> Larry Miller