



MINUTES OF THE SECOND GAS SUB-COUNCIL MEETING OF 2018

DATE: May 17, 2018

TIME: 9:00 a.m. to 2:55 p.m.

LOCATION: Radisson Edmonton South, Edmonton

PRESENT: **Sub-Council Members**
Glen Aspen, Chair
Mark Guderjan
Jason Helfrich
Roy Herrington
Simon Jolly
Cindy Kieu
Chuck Lemke
Nathan Lesage
Marcel Mandin
Larry Miller
Blaine Smetaniuk
Mike Turek
Denis Turgeon
Dale Walls

Safety Codes Council
Allison Karch, Mark Brodgesell, Susan Rossmann

Alberta Municipal Affairs
Sidney Manning, Claude Valliere, Bohdan Yard

REGRETS: James Maddocks, Jeff Skeith

GUEST: Travis Bouvier, RAE Gas Code Inspections

RECORDER: Sandi Orr

2018 MEETINGS: September 20, November 15

1. Meeting Opening

The meeting was called to order by the Chair at 9:00 a.m. and a round table introduction was held.

1.1. Agenda Adoption

Mike Turek / Blain Smetaniuk moved to adopt the agenda, as circulated; CARRIED

1.2. Adoption of January 18, 2018 Minutes

The minutes were included in the portal and reviewed. The following clarification was provided:

- Secondary Gas Lines – it was clarified that the discussion was that “permitting” does not provide any increase in safety and therefore a permit shouldn’t be required

Nathan Lesage / Denis Turgeon moved to adopt the minutes of November 23, 2017, as circulated; CARRIED

2. Matters for Decision

2.1. Results of Letter Ballot 01-18 GSC – Nomination of Roy Herrington

The result of the letter ballot was included in the portal and reviewed.

Mike Turek / Larry Miller moved to accept the results of Letter Ballot 01-18 (Appointment of Roy Herrington), as information; CARRIED

2.2. Draft Terms of Reference for Permit Regulation Working Group

The draft Terms of Reference was included in the portal and reviewed on screen.

Jason Helfrich / Nathan Lesage moved to approve the Permit Regulation Working Group’s Terms of Reference, as circulated; CARRIED

2.2. Draft Terms of Reference for Hydrogen Fueling Stations Working Group

The draft Terms of Reference was included in the portal and reviewed on screen. It was questioned whether the Terms of Reference should be more general in case other issues are brought forward that are not related to construction, maintenance or operation.

Denis Turgeon / Mark Guderjan moved to approve the Hydrogen Fueling Stations Working Group’s Terms of Reference, as amended to be more general in scope; CARRIED

2.4. Working Group Membership / Chairs

CSA-B149.1-20 – Natural gas and propane installation code

Jeff Skeith; Mike Turek; Denis Turgeon; Simon Jolly; Chuck Lemke

It was noted that the working group needs to select a chair.

CSA-B149.2-20 – Propane storage and handling code

Jason Helfrich (Chair); Jeff Skeith; Mike Turek; Denis Turgeon

CSA-B149.3-20 – Code for the field approval of fuel-related components on appliances and equipment

Glen Aspen (Chair); Denis Turgeon; James Maddocks

CSA-B149.5-20 – Installation code for propane fuel systems and tanks on highway vehicles

Marcel Mandin (Chair); Jason Helfrich; Nathan Lesage

CSA-B108-18 – Natural gas refuelling stations installation code

Nathan Lesage (Chair); Marcel Mandin; Blaine Smetaniuk or designate

CSA-B109-17 – Natural gas for vehicles installation code

It was noted that there is no draft of a new code for review. The former working group members were Marcel Mandin and Nathan Lesage.

Permit Regulation

Jason Helfrich (Chair); Glen Aspen, Jeff Skeith

Hydrogen Fueling Stations

Mark Guderjan (Chair); Larry Miller

3. Review Matters Arising / Action List

Date	Action	Responsible	Status/Update
Sep 15, 2016	Review and confirm Terms of Reference for all Working Groups	Council Administration	Ongoing
Sep 15, 2016	Review draft Combination Heating STANDATA; Glen Aspen volunteered to serve on Joint Working Group; Changes expected to the B214, so this item is currently on hold; STANDATA still available on website as information	All	No change in current status, updated Standard will address some issues
Sep 15, 2016	RE Building Openings STANDATA relative to conflicts between Building and Gas codes: Larry Miller and Mark Guderjan will compile the issues in writing and the Gas Administrator will discuss revisiting the Gas	Guderjan / Miller / Manning	Ongoing

Date	Action	Responsible	Status/Update
	STANDATA with the Building Administrator for revisions as a possible Joint STANDATA UPDATE: Has been reviewed by Building in the past, but a former discussion could be held again. Questioned if volume of enquiries is decreasing or increasing.		
May 25, 2017	It was questioned whether the presentation on Gas Code Requirements for Large Industrial Fired Heaters could be shared with AMA and/or the Council so that the questions and concerns could be reviewed. UPDATE: Included on the portal including comments; some issues may be addressed with the new Gas Code and others may not.	Aspen / Saunders / Kutz	Completed, this item will be removed from the action list
Sep 21, 2017	Indicate which IGAC/CSA technical meetings you would like to attend in June 11-15, 2018 using spreadsheet in portal, as quickly as possible. UPDATE: Names received from interested participants and provided to CSA. NEW ACTION: Add Participant Feedback to the September agenda. [Karch]	All / Manning / Karch	Completed, this item will be removed from the action list
Sep 21, 2017	New members not yet participating on working groups to discuss working group membership with the Chair.	Aspen / All	Ongoing
Sep 21, 2017	Update member list in Terms of Reference for Permit Regulation Working Group.	Helfrich / Council Administration	Completed, this item will be removed from the action list
Sep 21, 2017 / Nov 23, 2017	Gas Administrator to continue work on Fueling Stations Hydrogen / Natural Gas. UPDATE: Working with ABSA, the Jurisdiction Plant STANDATA will be put into a Notice for review by the working group.	Manning Hydrogen WG	This item will be addressed by the Working Group and removed from the action list
Nov 23, 2017	Update member list in Terms of Reference for Hydrogen Fueling Stations Working Group.	Guderjan / Council Administration	Completed, this item will be removed from the action list
Jan 18, 2018	Proposed changes to B149.3-20 Annex J will be added to the working group folder on the Portal.	Council Administration	Completed, will be addressed by the Working Group and removed from the action list
Jan 18, 2018	Bring up the matter of radon and incomplete concrete under furnaces to the TCC and Building Sub-Council Chair. UPDATE: Although it was believed to be addressed by Temp Heat STANDATA, there is still issues with replacements; removed from	Aspen	Completed, this item will be removed from the agenda

Date	Action	Responsible	Status/Update
	action list at this time; however, if there are continued issues it was suggested that this be brought forward in the future that could be addressed through the Building discipline		

4. Matters for Discussion

4.1. Governance Review

The Manager of Stakeholder Relations provided a high-level overview of all the work that has been done on the governance review, starting with the Board.

Briefing notes were included in the portal, an overview was provided of the existing bylaws and a series of questions were asked to gather input.

A round table discussion was held, and input was provided on a variety of areas including:

- What the TCC and the Sub-Council’s roles should be
- How code adoption should flow
- How often the TCC should meet
- TCC membership
- How the Council should address Energy Codes

An overview was provided on how the letter ballot process is being revised to align with Council bylaws and governance best practices. Letter ballots will be used in the future only at a last resort.

It was questioned regarding access to the portal and it was explained that every sub-council member has the ability to view all sub-councils and TCC folders. Working Group members that are not sub-council members are limited to seeing only their Working Group folder.

It was questioned regarding the interest expressed by the Accredited Corporations and reported that the Board has asked that any major changes to the matrix be put on hold until after the governance review. It was noted that strong rationale will be required for major matrix changes to justify the industry segment believed to be missing.

An overview was provided of the following Next Steps:

- This same presentation will be provided to gain input from each sub-council
- A summary report will be provided on what was heard from the Technical Coordinating Committee as well as all sub-councils
- A draft Terms of Reference will be developed for the TCC and each of the sub-councils for review at a future meeting
- Changes may be anticipated to the bylaws
- Survey in the fall to gather further feedback

4.2. Understanding Government Policy

A presentation was shown on screen regarding Understanding Government Policy and included in the portal for reference. Highlights of the presentation included:

- What Policy is
- Government is best defined as the Executive Branch (Cabinet)
- Government Policy Authority comes from the Constitution and Acts
- Acts allow the government to take action through many tools including Regulations and Operating Policies
- An overview was provided on:
 - How Government Policy is developed
 - How policy makers determine which policy to use
 - How laws are created
 - How Government decisions are made, including the Flow Chart used for making decisions
 - How laws are drafted
 - What the Department does
 - How the Council fits in for Safety Codes Policy
 - How the Council and the Government can work together
- It was emphasized that the Minister is ultimately accountable for making the decision

The floor was opened for questions and the following was noted:

- It was clarified that the Safety Codes Act provides the legislative authority to create regulations including the Gas Regulation, Permit Regulation, etc.
- It was clarified that it is Bohdan Yard's responsibility to bring forward policy recommendations provided by the sub-council.

Any questions can be addressed to bohdan.yard@gov.ab.ca.

4.3. Volunteer Needed for SCO Continuing Education Working Group

Denis Turgeon volunteered to serve on the SCO Continuing Education Working Group as an interim representative of the GSC.

4.4. Draft Variance Guidance Notice & Template

A presentation was provided on Variances. It was explained that there is an unproclaimed section of the Act that would allow for an appeal of a denied variance. It was recognized that there is a need to clarify the use of variances before that section of the Act could be proclaimed.

Highlights of the presentation included:

- Purpose of Variances
- Why this is being raised
- What a variance is
- What a variance is not

- The expectation of an SCO when a variance is requested
- Why a variance is issued
- The expectation of Registered Professionals
- Outstanding issues include jurisdiction-wide variances and discipline specific issues
- An overview was provided of the next steps

The following was included in the portal as information:

- Safety Notice - Expectations and Guidelines for Safety Codes Officers Respecting Variances
- Sample Variance Form Template

Any questions can be addressed to bohdan.yard@gov.ab.ca.

It was reported that the work done in the Gas and Plumbing disciplines is relative to variances that can only be issued by the Administrator. This is likely to change by the end of 2018. The work done under the Standards Council of Canada is a different process and the use of the term “variance” will be changed to a VTR (Valid Technical Reason) for field approval of one specific piece of equipment at a specific location. This will be managed and audited by the Standards Council of Canada.

4.5. Secondary Gas Lines

The following background information was included in the portal:

- FedGas letter to the Administrator regarding Secondary Gas Line Permit Exemption Request
- Excerpt from GSC Minutes of February 2017 regarding Secondary Gas Line Permit Exemption Request
- AMOS letter regarding Secondary Gas Line Permit Exemption Request

Now that there is a Terms of Reference for the Permit Regulation Working Group, this item was deferred to this working group. [Helfrich]

It was questioned regarding when the Permit Regulation might be opened for review. It was noted that this will not happen in the near future, but Bohdan Yard reported that he would make note of any recommendations that are brought forward by the Gas Sub-Council for when the Permit Regulation is opened for review.

4.6. Working Group Reports

CSA-B149.1-20 – Natural gas and propane installation code

The 3-column document in the portal is current and will be updated over the summer.

CSA-B149.2-20 – Propane storage and handling code

The 3-column document in the portal is current and will be updated over the summer.

CSA-B149.3-20 – Code for the field approval of fuel-related components on appliances and equipment

The 3-column document in the portal was updated since the last meeting. A brief discussion was held regarding Annex J.

CSA-B149.5-20 – Installation code for propane fuel systems and tanks on highway vehicles

The 3-column document in the portal is current.

CSA-B108-18 – Natural gas fuelling stations installation code

It was reported that the CSA-B108 Standard was reviewed by the CSA working group in March 2018. It is currently with editorial staff to be translated into French. It was suggested that once published, this Standard be purchased for review by the sub-council.

CSA-B109-17 – Natural gas for vehicles installation code

It was reported that the Notice – Gas Code Regulation was updated. A copy of this draft was included in the portal and will be published on August 1, 2018 when CSA-B109-17 – Natural gas for vehicles installation code comes in force.

It was asked if there was any interest in recommending the adoption of the Canadian Hydrogen Code and the CSA-B149.6. If no recommendations are made, then this will remain status quo.

Mark Guderjan / Mike Turek moved to recommend that the CAN/BNQ-1784-000 - Canadian Hydrogen Installation Code and the CSA-B149.6-15 - Code for digester gas, landfill gas be reviewed for consideration for use in Alberta; CARRIED

It was noted that the Hydrogen Fueling Stations could be responsible for reviewing and making recommendations regarding BNQ-1784-000. Terms of reference be created for an additional working group for CSA-B149.6-15. [Council Administration]

4.7. Administrator's Report

The Administrator reported on the following issues being discussed:

- Report expected from Intertek regarding furnaces used for construction
- Power generators updating to B149 codes, will be bringing a template created by industry
- Alberta Health updating existing boilers to B149.3
- IPEIA 018 conference presentation and AGM partnership with RAE Engineering
- Loss of Standard for vaporizers, this is being retired by ULC, but this topic will be discussed by IGAC
- The A277 Standard expected to have narrowing of scope to under 3 stories and 600 m², every province/territory requires professional involvement 3 stories or higher and larger than 600 m²
- CSA 2.34 gas-fired tubular and low intensity infrared heaters, the Certification Notice was referenced, and this will result in many changes to installation procedures
- CSA 3.21 Industrial Gas-Fired Heaters in final draft language translation with CSA

Relative to CSA 2.34 gas-fired tubular and low intensity infrared heaters, members asked to be kept updated as any new information is available. [Manning]

The report, including photographs of code infractions, will be added to the portal. [Manning]

4.8. Council Updates

The following report was provided:

- Outlook meeting requests are being used to determine anticipated attendance
- All expense reports should be sent to Gerry Letendre (gerry.letendre@safetycodes.ab.ca)
- The conference is fast approaching, and members were encouraged to register if they have not already done so as the hotel is running out of room
- The Council office move is complete
- The September meeting will be at the Council's new office and a package of information will be provided on hotels, parking, etc.

A summary of the survey results will be compiled after the conference.

4.9. Furnaces for Construction

A copy of a Furnace User Manual was included in the portal as information. Although it states that the furnace is not to be used for construction, it later states that it can be used for construction if all conditions listed are met. This is causing confusion in the industry and is what triggered the request for a report from Intertek.

This is going to be challenging for the SCOs. It was recommended that the manual must be on site so that the SCO can seek clarification because each manufacturer will have different user instructions. SCOs should record what they do see and not what they don't see.

This will be discussed by the Heating, Refrigeration and Air Conditioning Institute of Canada at the IGAC in June (Edmonton) because this is a major step backwards for the industry.

4.10. Legacy Equipment Management System (LEMS) Update

Background was provided on the creation of the Legacy Equipment Management System (LEMS). This program has had some successes but has come under scrutiny recently. The industry committee will be requesting consideration for the program to be continued indefinitely.

An overview was provided regarding the equipment that has still not been addressed. This will be brought back at a future meeting.

It was questioned regarding what would happen if the Gas Sub-Council does not support any changes to the expiry of this LEMS. It was clarified that it would be up to the GSC to make that

recommendation to the Minister, through the TCC and the Board, and provide detailed rationale for why this should or should not be supported.

4.11. Annex J

Annex J - Draft April 2018 – Rationale for Change was included in the portal.

The Administrator provided a high-level overview of the principle of the Annex relative to the oil refining and petrochemical facilities. Figure J.1 – Land Use Risk Contours diagram was shown on screen and how to identify risk reduction. J.5.7.(d) was highlighted relative to the term ALARP (as low as reasonably practical).

Members were encouraged to have a thorough look over the draft Annex J for further discussion at the Fall meeting when more information is available. [All]

4.12. Mobile Cooking Operations (Food Trucks) STANDATA

Mobile Cooking Operations (Food Trucks) STANDATA was included in the portal. It was reported that this has been published. It was noted authorization was provided to include the Fact Sheet from NFPA.

4.13. Draft Updated Standards STANDATA

The draft multi-discipline Variance STANDATA was included in the portal and reviewed. This was provided as information and further discussion was deferred to the fall 2018. Members were asked to provide feedback to the Administrator. [All]

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

A round table was held. It was questioned how to bring forward new agenda items and clarified that these should be sent to the Chair and Allison Karch at least two weeks prior to the meeting date. New members that have not signed up for New Member Orientation on June 20, 2018 were encouraged to do so.

5.2. Next Meeting

The next meeting was reconfirmed for Thursday, September 20, 2018 at the Council's new office.

5.2.1. 2018 Conference & AGM: May 30 – June 1, 2018, Rimrock Hotel, Banff AB

Members were reminded about the upcoming conference.

5.3. Meeting Adjournment

Mike Turek / Mark Guderjan moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 2:55 p.m.

6. B.149.3 Working Group Afternoon Breakout

A B.149.3 Working Group meeting was held after the sub-council meeting to go through the significant changes to the 3-column document.

--- NEW ACTION ITEMS ---

4.5. Secondary Gas Lines

Now that there is a Terms of Reference for the Permit Regulation Working Group, this item was deferred to this working group. [Helfrich]

4.6. Working Group Reports

It was noted that the Hydrogen Fueling Stations could be responsible for reviewing and making recommendations regarding BNQ-1784-000. Terms of reference be created for an additional working group for CSA-B149.6-15. [Council Administration]

4.7. Administrator's Report

Relative to CSA 2.34 gas-fired tubular and low intensity infrared heaters, members asked to be kept updated as any new information is available. [Manning]

The report, including photographs of code infractions, will be added to the portal. [Manning]

4.11. Annex J

Members were encouraged to have a thorough look over the draft Annex J for further discussion at the Fall meeting when more information is available. [All]

4.13. Draft Updated Standards STANDATA

Members were asked to provide feedback to the Administrator. [All]

--- MOTIONS ---

1.1. Agenda Adoption

Mike Turek / Blain Smetaniuk moved to adopt the agenda, as circulated; CARRIED

1.2. Adoption of January 18, 2018 Minutes

Nathan Lesage / Denis Turgeon moved to adopt the minutes of November 23, 2017, as circulated; CARRIED

2.1. Results of Letter Ballot 01-18 GSC – Nomination of Roy Herrington

Mike Turgeon / Larry Miller moved to accept the results of Letter Ballot 01-18 (Appointment of Roy Herrington), as information; CARRIED

2.2. Draft Terms of Reference for Permit Regulation Working Group

Jason Helfrich / Nathan Lesage moved to approve the Permit Regulation Working Group's Terms of Reference, as circulated; CARRIED

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Denis Turgeon / Mark Guderjan moved to approve the Hydrogen Fueling Stations Working Group's Terms of Reference, as amended to be more general in scope; CARRIED

4.6. Working Group Reports

Mark Guderjan / Mike Turek moved to recommend that the CAN/BNQ-1784-000 - Canadian Hydrogen Installation Code and the CSA-B149.6-15 - Code for digester gas, landfill gas be reviewed for consideration for use in Alberta; CARRIED

5.3. Meeting Adjournment

Mike Turek / Mark Guderjan moved that the meeting be adjourned; CARRIED

WORKING GROUPS

STANDARD	WORKING GROUP MEMBERS (<u>Chair</u>)
CSA-B149.1-20 – Natural gas and propane installation code	<u>xx</u> Jeff Skeith; Mike Turek; Denis Turgeon; Simon Jolly; Chuck Lemke
CSA-B149.2-20 – Propane storage and handling code	<u>Jason Helfrich</u> ; Jeff Skeith; Mike Turek; Denis Turgeon
CSA-B149.3-20 – Code for the field approval of fuel-related components on appliances and equipment	<u>Glen Aspen</u> ; Denis Turgeon; James Maddocks
CSA-B149.5-20 – Installation code for propane fuel systems and tanks on highway vehicles	<u>Marcel Mandin</u> ; Jason Helfrich; Nathan Lesage
CSA-B108-18 – Natural gas fuelling stations installation code	<u>Nathan Lesage</u> ; Marcel Mandin; Blaine Smetaniuk or designate
CSA-B109-17 – Natural gas for vehicles installation code	Currently in abeyance
Permit Regulation	<u>Jason Helfrich</u> ; Glen Aspen, Jeff Skeith
Hydrogen Fueling Stations	<u>Mark Guderjan</u> ; Larry Miller