



MINUTES OF THE FOURTH GAS SUB-COUNCIL MEETING OF 2018

DATE: November 15, 2018

TIME: 9:00 a.m. to 1:35 p.m.

LOCATION: Safety Codes Council Office, Edmonton

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

Safety Codes Council
Allison Karch, Katrina Whiteman, Andrea Snow, Mark Brodgesell

Alberta Municipal Affairs
Sidney Manning, Administrator; Claude Valliere

REGRETS: Simon Jolly, Cindy Kieu, Jeff Skeith

RECORDER: Sandi Orr

2019 MEETINGS: January 31, April 25, September 19, November 21

1. Meeting Opening

The meeting was called to order by the Chair at 9:00 a.m. Participants were reminded that the primary duty of all Council Members is to act in the interest of safety in the built environment for the benefit of all Albertans.

1.1. Agenda Adoption

The agenda was revised as follows:

- The Attendee List was corrected to read Jason Helfrich as the Chair
- 4.5 AMOS – this item was deferred as there has been no recent meeting
- 4.1 Allison Karch will be presenting this item as Tyler Wightman is unavailable

Denis Turgeon / Glen Aspen moved to adopt the agenda, as amended, with a flexible order of business; CARRIED

1.2. Adoption of September 20, 2018 Minutes

The minutes were included in the portal and reviewed.

Nathan Lesage / Roy Herrington moved to adopt the minutes of September 20, 2018, as circulated; CARRIED

2. Matters for Decision [Motion Needed]

2.1. B149.6 Working Group Draft Terms of Reference

The redrafted Terms of Reference was included in the portal and reviewed.

Glen Aspen / Denis Turgeon moved to approve the redrafted B149.6 Working Group Terms of Reference, as circulated; CARRIED

2.2. Appointments (recommend appointment to the Board)

Discussions pertaining to nominations were held in camera.

2.2.1. Reappointment of James Maddocks to represent the Professional Engineers industry segment for a term ending January 31, 2022, effective February 1, 2019

James Maddocks removed himself from the meeting during this discussion. Correspondence was included in the portal and reviewed.

Mike Turek / Nathan Lesage moved to recommend to the Board the reappointment of James Maddocks to the Gas Sub-Council to represent the Professional Engineers industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

2.2.2. Reappointment of Jeff Skeith to represent the Rural Gas Utilities industry segment for a term ending January 31, 2022, effective February 1, 2019

Correspondence was included in the portal and reviewed.

Denis Turgeon / Blaine Smetaniuk moved to recommend to the Board the reappointment of Jeff Skeith to the Gas Sub-Council to represent the Rural Gas Utilities industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

2.2.3. Reappointment of Mike Turek to represent the Inspection Authorities industry segment for a term ending January 31, 2022, effective February 1, 2019

Mike Turek removed himself from the meeting during this discussion. Correspondence was included in the portal and reviewed.

Mark Guderjan / Marcel Mandin moved to recommend to the Board the reappointment of Mike Turek to the Gas Sub-Council to represent the Inspection Authorities industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

2.2.4. Appointment of Paul Delano to represent the Large Gas Utilities industry segment for a term ending January 31, 2022, effective February 1, 2019

The nomination was included in the portal and reviewed.

Glen Aspen / Nathan Lesage moved to recommend to the Board the appointment of Paul Delano to the Gas Sub-Council to represent the Large Gas Utilities industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

2.2.5. Appointment of Patrick Torpy or Ron Beaudette to represent the Labour industry segment for a term ending January 31, 2022

The nominations were included in the portal and both candidates were given due consideration.

Denis Turgeon / Marcel Mandin moved to recommend to the Board the appointment of Ron Beaudette to the Gas Sub-Council to represent the Labour industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

3. Review Matters Arising / Action List

	Item	Action	Date	Responsible	Status/Update
1.	Working Group Governance	Review and confirm Terms of Reference for all Working Groups.	Sep 15/16	Council Administration	Ongoing, this item will be removed from action list

		New members not yet participating on working groups to discuss working group membership with the Chair.	Sept 21/17	Helfrich / All	Ongoing, this item will be removed from action list
2.	Combination Heating STANDATA	Review draft Combination Heating STANDATA	Sep 15/16	All	Ongoing
		Provide updates on B214, which may impact the content of the STANDATA and/or whether it is required.	Sep 15/16	Manning	Ongoing
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.	CAN/BNQ 1784-000	This code will be reviewed by the Hydrogen Fueling Stations Working Group. UPDATE: No concerns, recommend code be adopted (see motion below)	May 17/18	Guderjan	Completed, this item will be removed from action list
5.	Draft Annex J	The Administrator will continue to keep the sub-council informed of the progress on Annex J. UPDATE: Annex J will be included in the CSA-B149.3-20 Standard and will be included in the 3-column review document; restricted use for only oil refineries and petrochemical plants. Discussion may need to be held to determine whether guidance may need to be provided for third party inspection bodies to understand the code in relation to determining equivalencies. SCOs have concerns of not being knowledgeable enough in complex areas. AMOS would support a STANDATA for clarification once the Council policy is changed regarding the acceptance of uncertified equipment or a reduction in clearances.	Sep 20/18	Manning	Ongoing, will remain on action list
6.	Furnaces for Construction Heating	Alberta to submit a docket to CSA B149.1 for a proposed change that a furnace used during construction cannot be used for heating a building after construction UPDATE: Submitted. There is a potential that if accepted, it could be included in the 2021 Code. It was suggested that the Council could consider additional training for SCOs to ensure compliance.	Sep 20/18	Helfrich / Lemke / Manning	In progress

Mark Guderjan / Larry Miller moved to recommend to the Minister through the Board the adoption of CAN/BNQ 1784-000 – Canadian Hydrogen Installation Code for use in Alberta; CARRIED

4. Matters for Discussion

4.1. Entry Qualifications presentation

Allison Karch introduced the discussion regarding entry qualifications for Building, Electrical, Gas and Plumbing SCOs. A slide was shown on screen of the SCO entry qualifications in the construction disciplines. There are currently inconsistencies in the amount of experience required for each discipline, which presents an opportunity for cross discipline discussion to look at aligning entry qualifications. The intent is to have a general discussion and no formal working group is being created at this time. There is no preconceived path forward at this time.

A GSC representative was requested to participate in further discussion. Denis Turgeon volunteered.

4.2. Structure of the Safety Codes Council

An overview was provided on the structure of the Safety Codes Council from course material from the Effective Meetings workshop. The workshop was considered quite valuable and members were strongly encouraged to take the Effective Meetings workshop and Appeals 101 if they haven't already taken them.

4.3. Working Groups

4.3.1. Scheduling

Currently the working group meetings are held at the end of the regular sub-council meeting, and it was suggested that a different process be considered. An example was provided from the Pressure Equipment Sub-Council where special meetings are held and the working groups meet from 10 to 11 am and from 11 am to 12 noon. In the afternoon, the working groups provide reports of their morning meetings any additional business is discussed.

Consensus was reached that the Working Group meetings be scheduled from 9 a.m. to 10 a.m. with the regular meeting starting at 10 a.m. for the January 2019 meeting.

Chuck Lemke / Roy Herrington moved to appoint Dale Walls to the CSA-B149.1-20 and CSA-B149.3-20 working groups; CARRIED

Dale Walls / Mike Turek moved to appoint Roy Herrington to the CSA-B149.3-20 working groups to 3; CARRIED

The working group list was reviewed and revised as follows:

CSA-B149.1-20 – Natural gas and propane installation code	<u>CHAIR (vacant)</u> Jeff Skeith; Mike Turek; Denis Turgeon; Simon Jolly; Chuck Lemke; Dale Walls
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>Denis Turgeon</u> ; James Maddocks; Glen Aspen; Dale Walls; Roy Herrington
CSA-B149.5-20 – Installation code for propane fuel systems and tanks on highway vehicles	<u>Marcel Mandin</u> Jason Helfrich; Nathan Lesage (AMA – Perry Wager)
CSA-B149.6-20 – Biogas & Landfill Gas Code	<u>CHAIR (vacant)</u> Glen Aspen
CSA-B108-18 – Natural gas fueling stations installation code	<u>Nathan Lesage</u> Marcel Mandin; Blaine Smetaniuk or designate
Permit Regulation	<u>Jason Helfrich</u> Glen Aspen, Jeff Skeith
CAN/BNQ 1784-000 – Canadian Hydrogen Installation Code	<u>Mark Guderjan</u> Larry Miller
CSA-B109-XX – Natural gas for vehicles installation code	

4.3.2. Ordering Codes

It was reported that the Council will pay for any codes required for sub-council members. If a member wishes an electronic copy, the member will have to purchase the code and submit an expense claim for it. If a member wishes a hard copy, they can either purchase and expense it, or request the Council to order the code.

It was reported that CSA B108-18 - Natural gas fueling stations installation code is now available and will need to be reviewed by the working group to bring forward a recommendation to the sub-council. [Lesage]

4.4. Legacy Equipment Management System (LEMS)

The Administrator reported that the LEMS is nearing the end of the program. A lot of work has been done with the Canadian Association of Petroleum Producers. Although industry wants the variance back, many inspection bodies have done what they needed to do so the STANDATA (<http://www.municipalaffairs.alberta.ca/documents/G-02-14-Rev2-LEMP.pdf>) can expire on January 1, 2020.

Examples were provided on how this could be managed through third party inspection bodies.

4.5. AMOS Report

This item was removed as a meeting has not be held since the last GSC meeting.

4.6. TCC Report

The former Chair reported the following:

- Council Connect was launched which will allow safety codes officers, master electricians, and others to access Council services and programs online
- A presentation was provided by the HVAC Refrigeration industry and a video was shown of the events that led up to the Fernie fatalities
- The HVAC-R industry is looking for a place within one of the sub-councils
- Larger municipalities are looking at the feasibility of jurisdiction-wide variances to reduce the administrative workload

It was reported that the refrigeration industry issue has been brought up at the Plumbing, Pressure Equipment and the Building Sub-Councils. The industry group wants permitting, and it was reported at other sub-council meetings that the issue may be simply a lack of awareness as it is believed permits are already required for refrigeration systems.

The Fernie video was shown on screen.

4.7. SCO Continuing Education Working Group Report

Denis Turgeon reported that the following:

- The first working group meeting was held a couple of weeks ago
- This new program is excellent program, as it ensures that SCOs are keeping current, especially with ever-changing technologies
- All SCOs must participate in order to retain certification
- The requirements are easily achievable, and points can be earned in a variety of different ways including formal training, informal training, conferences, practicing as an SCO, etc.
- 30 credits are required over a 3-year period and the Council recommends trying to achieve 10 credits per year
- SCOs self report through Council Connect
- The working group's mandate is to assist in identifying potential continuing education opportunities
- The working group consists of one member from each sub-council
- The SCO certification process has been revised to be renewed every 3 years (instead of 5 years) to align with this new program

An overview of the program is available at <http://www.safetycodes.ab.ca/SCO/Pages/Continuing-Education-for-Safety-Codes-Officers.aspx>.

SCOs are encouraged to contact the certification department if they have any questions or want to find out if a particular activity is acceptable.

4.8. AMA/Administrator Report

The Gas Administrator's report was included on the portal and available at:

(<http://memberportal.safetycodes.ab.ca/Gas/Agenda/2018%20Meetings/4%20-%20November%2015,%202018/GTC%20Nov%2014.docx>)

The Administrator reported on the following:

- B149.5 meeting November 13, 2018
- B149.1/B149.2/B149.3 have their final face-to-face meeting prior to public consultation for the 2020 version of codes on November 26-30, 2018
- December 5-6, 2018 Standards Council of Canada inspection body program consultation; an extensive discussion was held regarding the program and its sustainability
- CAC-ISO-TC 22-SC 41 - specific aspects for gaseous fuels
 - Nozzles, global consistency, DME
- CAC/ISO/TC 255-biogas
 - Flares, digester/landfill/biogas
- Uncertified gas-fired equipment
- Infrared tube heaters, manufacturers are not to change installation practices
- An overview was provided of the new requirements (CSA B52 – Clause 6.2) for Class T machinery rooms as a result of the Fernie fatalities; CSA B52 is referenced in the Pressure Equipment Code and reference to that is included in the Building Code; heightened awareness over several disciplines will be needed but the question is under whose jurisdiction would this fall under; it was clarified that although ammonia is identified in the clause, it applies to all vapour protection
- An Alert – Propane Tank Fire was shown on screen

4.9. Council Updates

The following update was provided:

- New Member Orientation is scheduled for November 20, 2018
- An Open House will be held at the Council Office on December 5, 2018
- Council Awards are now open for nominations, deadline March 29, 2019
- The Council Conference will be held on May 29 to 31, 2019, always looking for suggestions for speaker topics

4.10. Gas-Related Activities/Décor at the Conference

It was reported that there will be a need to come up with gas-related activities and décor for the upcoming conference. Denis Turgeon, Marcel Mandin, Glen Aspen and Sidney Manning volunteered to work with Council Administration to come up with ideas and bring forward a report at the January meeting. [Turgeon, Mandin, Aspen, Manning]

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

A round table was held on how the meeting went and how anything could be improved for future meetings.

Blaine Smetaniuk was thanked for his participation on the sub-council.

5.2. Next Meeting

The next meeting was reconfirmed for Thursday, January 31, 2019 at the Council office.

5.3. Meeting Adjournment

Marcel Mandin / Roy Herrington moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 1:35 p.m.

--- NEW ACTION ITEMS ---

4.3.2. Ordering Codes

It was reported that CSA B108-18 - Natural gas fueling stations installation code is now available and will need to be reviewed by the working group to bring forward a recommendation to the sub-council. [Lesage]

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--- MOTIONS ---

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4.3. Working Groups

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Dale Walls / Mike Turek moved to appoint Roy Herrington to the CSA-B149.3-20 working groups to 3; CARRIED

5.3. Meeting Adjournment

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WORKING GROUPS

STANDARD	WORKING GROUP MEMBERS (<u>Chair</u>)
CSA-B149.1-20 – Natural gas and propane installation code	<u>CHAIR (vacant)</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
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CSA-B108-18 – Natural Gas Refueling Stations Installation Code	<u>Nathan Lesage</u> Marcel Mandin; Blaine Smetaniuk or designate
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