



MINUTES OF THE FOURTH GAS SUB-COUNCIL MEETING OF 2017

DATE: November 23, 2017

TIME: 9:00 a.m. to 2:15 p.m.

LOCATION: Delta Edmonton South, Edmonton

PRESENT: **Sub-Council Members**
Verne Quiring, Vice Chair
Bradley Gaida
Mark Guderjan
Jason Helfrich
Simon Jolly
Chuck Lemke
Nathan Lesage
Marcel Mandin
Larry Miller
Blaine Smetaniuk
Mike Turek
Denis Turgeon

Safety Codes Council
Allison Karch, Celia McDonagh, Peter Thomas, Mark Brodgesell

Alberta Municipal Affairs
Sidney Manning, Claude Valliere, Bohdan Yard

REGRETS: Glen Aspen, Chair
James Maddocks
Jeff Skeith

RECORDER: Sandi Orr

2018 MEETINGS: January 18, May 17, September 20, November 15

1. Meeting Opening

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

1.1. Agenda Adoption

The agenda was reviewed, and the following amendments were made:

- 4.10 – Inspection Bodies Update

Bradley Gaida / Mike Turek moved to adopt the agenda, as amended, with a flexible order of business to allow for presentations; CARRIED

1.2. Previous Minutes

1.2.1. Adoption of September 21, 2017 Minutes

The minutes were included in the portal and reviewed. The following corrections were made:

- 2.2.1. – reported that ~~it~~ there
- Bottom of action list - ~~Regarding~~ to regards
- There are is a lot of ...

Nathan Lesage / Marcel Mandin moved to adopt the minutes of September 21, 2017, as corrected; CARRIED

2. Matters for Decision [Motion Needed]

2.1. Appointments

2.1.1. B109 Adoption

This item was addressed under the Working Group Reports.

3. Review Matters Arising / Action List

Date	Action	Responsible	Status/Update
Sep 15, 2016	Review and confirm Terms of Reference for all Working Groups UPDATE: All Terms of References for all Working Groups on all sub-councils are being reviewed	Council Administration	Ongoing
Sep 15, 2016	Members encouraged to review latest draft of Combination Heating STANDATA UPDATE: Glen Aspen volunteered to serve on Joint Working Group UPDATE: Changes expected to the B214, so this item is currently on hold, STANDATA still available on website as information	All	In progress
Sept 15, 2016	Chief Administrator will work with BSC/L.	Manning /	New action

	<p>Girard/D. Reinhart on Building Openings STANDATA</p> <p>UPDATE: The Administrator will discuss this with the new representatives from large municipalities once appointed</p> <p>UPDATE: This is relative to conflicts between the Building and Gas Codes. Less calls are being received since the Building Administrator has issued direction to address these conflicts. Mark Guderjan and Larry Miller were asked to review the current Building Openings STANDATA.</p>	Guderjan / Miller	items assigned
Sep 15, 2016	<p>IGAC Report – public document will be circulated to members</p> <p>UPDATE: Report will be brought to the next meeting</p>	Manning	Will be added to portal when available
Sep 15, 2016	<p>Bring forward proposal for review by AMA and ASCA regarding potential exemption that could be included in the permit regulation.</p> <p>UPDATE: Letters of support from other utilities have been sent to AMA.</p>	Skeith	On agenda
May 25, 2017	<p>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: Nothing has been received from Nova Chemicals. The Chair will follow up with presenters for presentation to be shared</p> <p>UPDATE: Leave on agenda until Chair reports at the next meeting.</p>	Aspen / Saunders / Kutz	
May 25, 2017	<p>Answer the questions/concerns about Gas Code Requirements for Large Industrial Fired Heaters to provide clarity for industry. UPDATE: A white paper was received in a Q&A format, no direct questions or concerns received but good overview. The Gas Administrator will ensure the white paper is the portal. A brief update was provided on discussions at industry meetings.</p>	Manning	Ongoing topic, but action considered closed, remove from action list
Sep 21, 2017	<p>Plan/budget for GSC participation at IGAC and CSA Technical Committee meetings in June 2018. UPDATE: An explanation was provided regarding the logistics.</p>	Rossmann	Completed, remove from action list
Sep 21, 2017	<p>Provide Manager Stakeholder Relations with which technical meetings they would be interested in attending</p> <p>UPDATE: The Administrator will get more details of the meetings to add to the spreadsheet. Members asked to use the spreadsheet on the portal and highly encouraged to participate.</p>	Manning / Council Administration / All	In progress

Sep 21, 2017	Request of IGAC that GSC members attend next meeting in Edmonton.	Aspen	Ongoing
Sep 21, 2017	New members not yet participating on working groups to discuss working group membership with the Chair	Aspen / All	
Sep 21, 2017	Council training dates added to Portal	Rossmann	Complete, remove from action list
Sep 21, 2017	More defined information re. the opportunity to provide input into the Permit Amendment Regulation, including review and proposed timelines. UPDATE: Timelines have been pushed back and a full review is not anticipated for a while; however, any recommendations can be brought forward for when the Regulation is opened for review. These can be sent to Bohdan Yard to bohdan.yard@gov.ab.ca or 780-422-7243.	Yard	This item was closed, remove from action list
Sep 21, 2017	Permit Regulation working group to create Terms of Reference UDPATE: Allison Karch will follow up	Helfrich / Rossmann	
Sep 21, 2017	Gas Administrator to continue work on Fueling Stations Hydrogen / Natural Gas	Manning	Ongoing

Relative to Hydrogen Fueling Stations, a document was shown on screen regarding confusion relative to permitting of Hydrogen Fueling Stations and the draft response of the applicable requirements, including ensuring that the pressure piping system and ground storage vessels comply with that standard. Owners and operations of CNG and hydrogen refueling stations shall ensure their stations comply with applicable requirements of CAN/CSAB108 and B149.1 and are inspected with respect to those requirements by the regulatory authority.

The draft response from the Gas Administrator and ABSA’s draft of AB273 – Design, Construction and Inspection of Compressed Natural Gas and Hydrogen Refueling Stations will be added to the portal. [Manning]

It was questioned if permits are being issued and it was reported that there is one proponent that continues to pursue this, but nothing yet has been approved. From a municipal perspective, it is believed the regulations are broad enough that a permit could be issued for a Hydrogen Fueling Station. Depending on the experience, the SCO is likely to rely on the Professional Engineer.

This item will be ongoing for some time and the Administrator will continue to keep the sub-council informed. Future discussion will be needed to determine if CAN/BNQ-1784-000 - Canadian Hydrogen Installation Code needs to be referenced in the regulation.

A discussion was held regarding the level of comfort for approving CNG Fueling Stations. It was explained that when these are designed, experts are utilized. It was noted that if an Authority Having Jurisdiction advised that they simply didn't have the expertise to do this, then it could go to the province, similar to vehicle conversion. It was suggested that any discomfort is simply from a lack of experience and not that it couldn't be managed by the municipality for LNG / CNG. However, relative to Hydrogen, further direction is needed. It was suggested a small working group be created to discuss this further and to bring forward recommendations. In the interim, the AHJs may need to rely on assistance from AMA.

Mark Guderjan / Larry Miller moved to form a Working Group to bring forward recommendations regarding Hydrogen Fueling Stations; CARRIED

Mark Guderjan agreed to be the Chair, Larry Miller volunteered as a member along with technical support from the Gas Administrator. It was noted that external expertise can be brought into the working group for assistance and agreed that this would be good in this instance. It was noted that the CAN/BNQ Code lists the membership that served on the code committee. From an engineering perspective, it was suggested that James Maddock consider participation. It was also suggested that technical resources could be available through the Pressure Equipment Sub-Council and ABSA.

4. Matters for Discussion

4.1. QMP Template Updates

A presentation was shown on screen of the QMP Templates and included in the portal as further reference. These new templates were approved and put into practice last fall. Feedback is now being sought from each of the disciplines.

A copy of the templates and the presentation will be added to the portal. [Thomas]

An overview of the presentation was provided:

- Accredited applications in 2017:
 - 42 applications to revise QMP
 - 69 to revise or cancel orders of accreditation
 - 4 to cancel accreditation
 - 10 new applications for accreditation
- 87% (309) of Alberta municipalities comprising 98.4% of Alberta's population are accredited
- Of the 309 accredited municipalities:
 - 186 are accredited in all disciplines
 - 62 in building, electrical, gas and plumbing
 - 42 only in fire
 - 14 in building and fire
 - 3 only in building
 - 1 in building, fire, gas, and plumbing

- 157 or 44% of municipalities are in joint accreditations
 - 96 in fire
 - 59 in building, electrical, gas, plumbing
 - 30 in building, electrical, fire, gas, plumbing
- 28 are in more than 1 joint accreditation
 - Second is always in the fire discipline
- An overview was provided of the structure of the Working Group that reviewed all three of the QMP Templates for Accredited Municipalities, Accredited Agencies and Accredited Corporations
- Highlights of the changes included:
 - Clarity of roles, responsibilities, operational requirements and expectations
 - Accountability for agency monitoring and interdisciplinary coordination
 - Increased number of minimum inspections
 - Fire Service Delivery Standards with the option to use formal risk assessment to determine inspection frequency
 - Consistency

After 1 Year Post Implementation, the following questions were posed to the sub-council members:

- What is working well?
- What needs to change?
- What needs to be removed?
- What is missing?
- Should QMP's have an expiry date?
- Should an accredited organization only have one QMP?
 - Some have one for building, electrical, gas and plumbing and another for fire
 - Some Corporations have more than one
- Should provisions related to audits be included (e.g. frequency, criteria, etc.)
- Do the inspection frequency/service delivery standards in building electrical, plumbing and gas work?
- Should the Scope of Accreditation reference specific codes or simply have a general reference to the codes and standards in force under the Act?
- Should the section on variances be revised / clarified?
- Should QMP Manager training be a mandatory requirement?
- Should the role and responsibility of the QMP Manager be more explicit?
- Should the municipal QMP be approved by a municipal Council?
- Should provisions for administrative penalties and builder licensing be included?
- Should the cost based inspection frequency in the Corporate QMP be changed?

It was clarified that there are no plans for a wholesale revision of the QMPs in 2018-19, but they continue as work in progress and minor adjustments may be made. The current QMPs are included in the portal for further reference.

The following next steps were noted:

- Sub-council members were asked to review templates and provide comments (<http://www.safetycodes.ab.ca/Organizations/>)
- Comments can be sent to Peter Thomas (peter.thomas@safetycodes.ab.ca and accreditation@safetycodes.ab.ca) and these will be included in the next review cycle
- On-going meetings will be held with nominating organizations, municipalities, corporations, agencies, and Municipal Affairs

4.2. Council Connect

A presentation was shown on screen of the new “Council Connect” (formerly referred to the ACT project) that will simplify the way stakeholders connect with the Council. Council Connect will enhance services, streamline processes and empower users. There are 8,000 clients with over 30 processes and will be integrated into two new systems. The user will only see it as one system.

Relative to empowerment, instead of a client contacting the Council and asking for information, clients will be able to create an online account, keep contact information updated, submit information online and check real-time status updates, receive deadline alert notifications, make payments online and access receipts.

A status update was provided on the Learning Management System (LMS) and CRM System, as well as an idea of what communications to look for.

Launch date is scheduled for June 28, 2018. It is understood there will be training for users closer to the launch.

It was explained that once Council Connect is launched, this will assist in facilitating the self-reporting of continuing education.

4.3. TCC Update

This item was deferred to the next meeting.

4.4. Working Group Updates

All CSA consultations are available through <http://publicreview.csa.ca/>. Once an account has been created, “notifications” can be clicked to receive emails when new information is posted.

A discussion was held regarding working group meetings and that during the last code cycle, a few working groups met the afternoon before the GSC meeting. It was noted that this is an option and may help the Technical Advisor to be available for more Working Group meetings.

Each working group reported the following:

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

Reviewed the entire 3-column document

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

There was insufficient time at the last meeting to get through much, it was suggested more dedicated time is needed for the working group discussions

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

Will be meeting this afternoon to review the 3-column document

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

There were no issues or concerns expressed and it was recommended that the new Code be recommended as published.

It was questioned regarding whether AMA participation on the working group will continue to be allowed and this will be investigated further. It was noted by Working Group Members, that the Technical Advisor's participation on the working groups and the development of three-column documents is critical as they would not have sufficient resources to manage the 3-column document development themselves. [Council Administration]

CSA-B108-17 – Natural gas fuelling stations installation code

Alberta has been struggling with getting information before public consultation. The public consultation for B108 has just been launched on the CSA website. This information will have to be put into a three-column document for Part 1 and Appendix B, along with a one-column document for the new Part 2. Public consultation for Part 1 and Appendix B closed yesterday. Part 2 closes on January 3, 2018. Once closed, the committee will review comments and will come to IGAC for balloting.

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

The document has been published and is now within the one-year of the automatic adoption process. No issues have been identified. Published August 2017 and if no further action required, it will become in force on August 1, 2018. Questions asked by the working group members were reviewed and clarification was provided regarding the amount of energy stored and different thresholds between LNG and CNG.

Marcel Mandin / Nathan Lesage moved that the CSA-B109-17 Working Group has reviewed the CSA-B109-17 – Natural gas for vehicles installation code published August 2017 and the Gas Sub-Council recommends that the code continue through the automatic adoption process to be in-force on August 1, 2018, as published, with no Alberta-specific changes; CARRIED

With its mandate fulfilled, the Working Group was disbanded. Once the next code cycle begins, consideration will be given to form a new working group.

4.5. Council Updates

The sponsorship package for the Conference is now available in the main page of the portal.

There is still space available in the New Member Orientation (November 28, 2017) and Effective Meetings Workshops (November 29, 2017) which are being held at the Radisson Edmonton South.

Council's Christmas Open House will be held on Thursday, December 14, 2017 from 3 to 5 p.m.

The Council is moving offices in April 2018 and meeting space will be available for all sub-council meetings to be held there. Information is being gathered to assist Council Members like accommodations, parking, etc. It was questioned about suggestions the sub-council might need to ease the transition that is planned for the Fall. Video conferencing is being looked at.

4.6. Secondary Gas Lines

The Gas Administrator advised that additional correspondence has been received and he will ask if this can be shared with the sub-council. The Administrator will make himself available to discuss this further with Jeff Skeith.

Mike Turek from AMOS – brought forward at fall conference, updated members, contentious issue, emails and letters being received regularly with regarding to issues the inspectors have with the exemption

It was discussed and voted by the AMOS membership attending their Conference that this would be an unfair practice or advantage in trade for the Gas Co-op's as they would potentially not be required to purchase a permit for the installation and inspection of the secondary service if asked to install one. This also was seen by their membership as taking profits from contractor's and inspection agencies (permit fees) and also opens up potential problems with home owners performing further work downstream of the newly installed secondary line without permits and/or inspections being performed to ensure compliance with the gas codes B149.1-15 & B149.2-15.

Mike Turek asked the council to reconsider its motion with 3.3 Secondary Gas Line Exemption as the AMOS membership is in disagreement with the possible outcomes of allowing this item to proceed.

If no permit is taken out, there is no record of the work being done and no inspections occurring. It is believed this creates a potential safety risk.

It was also clarified, from a policy perspective, that the Permit Regulation is not anticipated to be opened for review in the near future.

The following motion, approved on February 2, 2017 was requested to be reconsidered:

- moved to support the request for the exemption, in principle; CARRIED

This item was deferred to a future meeting until Jeff Skeith can be in attendance.

4.7. Administrator/SCO Variances

Policy 9.80 Variances was viewed on screen. Variances applications are received by the Administrator for those items that can only be issued by the Administrator, but insufficient information is being received.

Sentence 8 states that only a technical administrator may issue a variance in respect to:

- a) the Pressure Equipment discipline
- b) a product, equipment or distance meantime in the Gas discipline or
- c) a product, equipment or distance measurement in the Plumbing discipline

This policy is being revised to allow all SCOs to issue these variances. Additional documentation is also being developed to provide better clarity regarding limiting the use of variances for uncertified equipment and product approval. The Administrators and Advisors will continue to provide guidance to SCOs in this area.

4.8. Construction Furnace STANDATA Update

The Construction Furnace STANDATA has been issued (<http://municipalaffairs.alberta.ca/documents/G-01-17%20Gas%20Fired%20Appliances%20Used%20For%20Heating%20Building%20Under%20Construction.pdf>) including a Residential Furnace Activation Form template. This completed form must be provided to the home-owner, but the SCO has the right to ask for a copy of this completed form as well.

It was questioned regarding what will occur if this completed document is not being left for the home-owner relative to a level playing field for all manufacturers. An in-depth discussion was held regarding the approach taken from various municipalities and their SCO to manage this. It is believed this may be a warranty issue that is the responsibility of the builder. The Gas SCO can only verify and enforce what he or she witnesses at the time of inspection. If a furnace is found to be used during construction, the SCO will enforce that it be replaced.

This item was considered closed and any new issue will be brought forward as a separate agenda item if necessary.

4.9. CSA Errata for B149.3

CSA Errata for B149.3 was received. The Errata was shown on screen and an overview was provided of each of the corrections for 9.4.1. As it is published as an Errata, it becomes in force immediately in Alberta. A copy of the errata will be added to the portal for information.

[Council Administration]

4.10. Inspection Bodies Update

An overview was provided of the SCC accredited bodies was shown on screen. (http://www.scc.ca/en/search/accredited_bodies/accredited%20b). Clarification was provided regarding the changes that have taken place and that only Inspection Bodies can work in Alberta. Clarification was provided the scope of accreditation is not a carte blanche. Some accreditation is being issued only up to a certain threshold of BTUs.

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

No additional feedback was provided.

5.2. Next Meeting

The next meeting was reconfirmed for Thursday, January 18, 2018 at 9:00 a.m. in Edmonton.

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

Members were reminded that the AGM and Conference will be May 30 to June 1, 2018 at the Rimrock Hotel in Banff.

5.3. Meeting Adjournment

Denis Turgeon / Nathan Lesage moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 2:15 p.m.

6. Working Group Afternoon Breakout

Working Group meetings were held following the adjournment of the sub-council meeting.

--- NEW ACTION ITEMS ---

3. Review Matters Arising / Action List

The draft response from the Gas Administrator and ABSA's draft of AB273 – Design, Construction and Inspection of Compressed Natural Gas and Hydrogen Refueling Stations will be added to the portal. [Manning]

4.9. CSA Errata for B149.3

A copy of the errata will be added to the portal for information. [Council Administration]

--- MOTIONS ---

1.1. Agenda Adoption

Bradley Gaida / Mike Turek moved to adopt the agenda, as amended, with a flexible order of business to allow for presentations; CARRIED

1.2.1. Adoption of September 21, 2017 Minutes

Nathan Lesage / Marcel Mandin moved to adopt the minutes of September 21, 2017, as corrected; CARRIED

3. Review Matters Arising / Action List

Mark Guderjan / Larry Miller moved to form a Working Group to bring forward recommendations regarding Hydrogen Fueling Stations; CARRIED

4.4. Working Group Updates

Marcel Mandin / Nathan Lesage moved that the CSA-B109-17 Working Group has reviewed the CSA-B109-17 – Natural gas for vehicles installation code published August 2017 and the Gas Sub-Council recommends that the code continue through the automatic adoption process to be in-force on August 1, 2018, as published, with no Alberta-specific changes; CARRIED

5.3. Meeting Adjournment

Denis Turgeon / Nathan Lesage 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>Verne Quiring</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; Verne Quiring; Denis Turgeon
CSA-B149.3-20 – Code for the field approval of fuel-related components on appliances and equipment	<u>Verne Quiring</u> Glen Aspen; 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 (AMA – Perry Wager)
CSA-B108-17 – 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	<u>Marcel Mandin</u> Nathan Lesage; Blaine Smetaniuk or designate