



Technical Standards and Safety Authority

Minutes of the Propane Advisory Council
Meeting on March 9, 2022

Minutes of the Propane Advisory Council meeting of the Technical Standards and Safety Authority (TSSA) held by teleconference at 9:00 a.m. on the 9th day of March 2022.

Present: James Callow, Budget Propane; Ian D’Cruz, Superior Propane; Sue Hardy, National Energy Equipment; Jay Jackson, TSSA’s Consumer Advisory Council; Dave Karn (Chair), Dowler-Karn Ltd.; John Lastoria, Canadian Tire Petroleum Network Development; Ryan McLachlan, Slegers Engineered Products Inc.; Jeremy Mitchell, Parkland Fuel Corporation; Marcelline Riddell, Canadian Propane Association (CPA)

Alexandra Campbell, VP, Communications & Stakeholder Relations; Danielle Fernandes, Advisory Council Coordinator; Gary Highfield, Manager, Fuels Engineering; Kristian Kennedy, Manager, Government Relations; Anil Lal, Manager, Fuels Engineering & Technical Services; Sam Sadeghi, Director, Fuels Safety Program; Bonnie Rose, President & CEO

Regrets: Doug Fines, Huronia/ MED-E-OX Ltd.

1. Welcome & Constitution of Meeting

The Chair called the meeting to order at 9:05 a.m.

a) Safety Moment

For the safety moment, Council was shown a short video on the safety implications of stress and the importance of stress management.

2. Adoption of the March 9, 2022, agenda

The agenda was adopted as presented.

3. Approval of October 29, 2021, minutes

R. McLachlan noted a change required to the plenary minutes of March 11, 2021. He explained that under item 06 of the minutes “understanding storage tanks” needed to be changed to “underground storage tanks”.

Council approved the minutes with noting the change if required.

Action: D. Fernandes to review the plenary minutes and make change as necessary.

4. Review of Action items from last meeting

D. Karn provided an overview of action items. He confirmed that all action items from the October 29, 2021, meeting would be addressed under the agenda for this meeting and would be considered completed and closed.

5. Chair’s Update

There was no update provided by the Chair.



Technical Standards and Safety Authority

Minutes of the Propane Advisory Council
Meeting on March 9, 2022

6. Council Administration

a) Matrix review – Update

D. Fernandes confirmed that the membership matrix as proposed by council at the October 29, 2021 meeting has been approved by TSSA's President & CEO B. Rose. She advised that TSSA, in collaboration with the Chair, has undertaken a member realignment exercise to ensure current members are aligned appropriately with the membership categories under the revised matrix. She asked if council saw any issues with the realignment as presented.

There were no member realignment issues noted.

D. Fernandes also advised that based on the realignment exercise TSSA has posted a call for nominations for a propane cylinder exchange operator. She advised that the call for nomination is posted on the TSSA website and has been sent to all council members to share more widely in the industry.

A council member asked about attendance as it relates to membership. D. Fernandes confirmed that attendance requirements have been included in the revised Terms of Reference and confirmed that TSSA will review member attendance with the Chair in advance of the next PAC meeting.

b) Membership Renewal – Sue Hardy

D. Fernandes advised council that S. Hardy has decided not to renew her membership on council and will be resigning from the PAC at the end of her term in June.

S. Hardy thanked council for their great contributions to the industry and to safety.

7. PAC Issue Prioritization Discussion

a) Fuels Tech Desk

J. Callow spoke to the submission shared with council in advance of the meeting. He explained that sometimes there are delays in receiving responses from TSSA's fuels tech desk. He noted that lately the response times have become better. He advised that sometimes the nature of the inquiry requires immediate responses and noted that inspectors often advise people to contact the tech desk for assistance.

S. Sadeghi thanked J. Callow for the submission and advised that TSSA has implemented a number of changes to address these concerns. He explained that in addition to increasing the staff attending the tech desk, the Fuels Safety (FS) program has also implemented tracking tools to ensure we are meeting the needs of the industry. He noted that weekly reporting allows TSSA to see when we are falling behind and adjust accordingly. He added that while TSSA has made significant progress since initiating these changes, we are actively working to reduce response times even further. A. Lal provided council with additional information on the new members that have joined the tech desk team. S. Sadeghi encouraged council to raise any additional issues with A. Lal so that TSSA can use these as learning opportunities.

Responding to a question as to whether the tech desk is unique to the FS program at TSSA, S. Sadeghi confirmed that the tech desk is unique to the FS program. He noted that the tech desk is staffed with technical advisors with strong knowledge of the codes.



b) PAC Issue Prioritization Discussion - Propane tank & cylinder drainage training requirements (LP ROT)

G. Highfield spoke to this issue, he reminded council that as noted at the plenary meeting, this item is under review noting that the objective of this discussion is to understand the core issues that underpin this priority. He advised that TSSA has determined that a change of this nature will require a regulatory change, which is a lengthy and cumbersome process. He asked if the issue is the result of a shortage of drivers.

There was significant discussion on this item. D. Karn advised that the issue relates to both a shortage of drivers and a shortage of certified gas technicians with a Liquid Propane (LP) endorsement. He noted that the issue is timely and pressing given the timeline imposed on the industry under the propane CAD to have the pressure relief valve (PRV) changed on aging equipment by 2027. He explained that this is what is driving much of the need for drainage activities. Council noted several factors that make this issue important for the industry including, a lack of training programs offering LP training, the short timeline for PRV change-outs, and a shortage of gas technicians with the LP endorsement.

G Highfield asked if council could quantify, with data, the number of PRVs that require a change out by 2027. Several members offered to share the data with M. Riddell. There was some additional discussion about the importance of harmonization, a council member noted that technicians from Quebec cannot work in Ontario because they lack the LP endorsement. The Chair asked if LP endorsement is what council is looking for, he noted that Record of Training (ROT) holders are already familiar with transporting, delivering, and working with liquid propane. He explained that they fill these tanks as part of their daily jobs. G. Highfield advised council to review the CPA's PTI100-15 course, he explained that this relates specifically to the evacuation of propane tanks. He advised that TSSA is open to hearing about any other similar courses for consideration purposes.

The Chair asked if a regulatory change is the only way to make progress on this priority. A. Campbell advised while TSSA is still in the information-gathering phase, based on an initial review, it appears that a regulation change will be required. She explained that the process for regulatory change is long and difficult. She explained that before TSSA is even in a position to discuss this, we need to see how this priority stacks up against other council priorities, TSSA's priorities that are currently underway, and its strategic plan. She noted that TSSA must consider safety implications and weigh this against priorities, like biofuels raised by other the other councils.

D. Karn commented that the challenge for the industry is that many operators will not be complaint by 2027 in relation to the PRV change-out. R. McLachlan noted that if the 2027 date is deferred there could be safety implications, adding this is part of the reason industry has raised this as a priority. J. Callow advised the council that there are seasonal, expense, and logistical issues related to the draining requirement – winter weather, landscaping, household considerations and drive time – that also compound the technician shortage problem.

In response to a question about next steps, B. Rose advised that TSSA must take this back and once we have the data, weigh this against other priorities raised by the advisory councils. She advised that once this analysis has been completed TSSA will provide a response on where this priority lands on the metric presented at the plenary meeting.

Action: M. Riddell to gather data from PAC/ CPA members and share the data with G. Highfield.

The Chair also noted that council would like to raise as a priority, for the next PAC meeting, how to reduce the cost for propane operators in the province. He advised that propane is a low carbon fuel,



Technical Standards and Safety Authority

Minutes of the Propane Advisory Council
Meeting on March 9, 2022

noting that he is concerned about the fees incurred by propane operators. He explained that this discussion likely involves the government as well as TSSA.

A. Campbell provided a brief update on the fee change request. She advised that the renewals for May will likely reflect the old model, noting that fee change business case has been submitted to the Minister and is currently under review.

Action: D. Fernandes to include discussion on the ability to reduce costs for propane operators on the next PAC agenda.

8. Adjournment

The meeting was adjourned at approximately 10:00 a.m.