



# Technical Standards and Safety Authority

## Minutes of the Natural Gas Advisory Council Meeting

### September 17, 2014 – Item 04

Minutes of the Natural Gas Advisory Council teleconference meeting of the Technical Standards and Safety Authority (TSSA) and was held in-person in Boardroom 1434, 14<sup>th</sup> Floor, Centre Tower, 3300 Bloor Street West, Toronto, Ontario at 9:00 a.m. on the 17<sup>th</sup> day of September 2014.

**Attended by Teleconference:** M. Shannon, Union Gas Ltd (Chair); John Dalton for Gianluca Arcari, Canadian Standard Association; Martin Luymes, Heating Refrigeration and Air Conditioning Institute of Canada(HRAI); Tammer Gaber for Wally Malcolm, Kitchener Utilities; Dave McPherson, Rheem Canada Ltd.; Martin Rego, Reliance Limited Partnership; Alan Reitzel, Reitzel Heating & Sheet Metal Ltd.; and Larry Ryan, Utility Brokers and Rental.

**In attendance:** Elizabeth Nielsen, Consumer Advisory Council.

**In attendance:** Michael Beard, President and CEO (via teleconference (all except 13); Zenon Fraczkowski, Engineering Manager (all items except 13); Maram Khalif, Council Coordinator (all items except 13); Marek Kulik, Engineer, (all items except 13); John Marshall, Director, Fuels (all items except 13); David Scriven, VP Research and Corporate Secretary (all items except 13); and Peter Wong, Vice President of Operations (all items except 13).

**Regrets:** David Hammond, Hot Water; Jim Sanders, Enbridge Gas Distribution; Rick Delaney, Link-Line Group of Companies; Sarah Jeffrey-Hampton, Senior Policy & Program Analyst Ministry of Government and Consumer Services (MGCS); and Hussein Lalani, Manager, MGCS.

## 1. Constitution of Meeting

M. Shannon, Chair, called the meeting to order. The Chair reported that the reason for calling the meeting via teleconference was not having enough agenda items to merit an in-person meeting.

The MGCS' representatives sent regrets for this meeting. The council expressed the benefits of having MGCS' representatives attend all council meetings.

A Storm survival presentation was shown as part of the safety moment.

## 2. Adoption of September 17, 2014 Agenda

Council members approved the agenda of the September 17, 2014 meeting as presented.

## 3. Adoption of minutes from previous meeting, June 4, 2014

**Council approved the minutes of the June 4, 2014 meeting, as being a true and correct record of that meeting.**

## 4. Review of Action Items from Last Meeting

J. Marshall reported that all outstanding action items have been completed as highlighted on the action plan document.



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#### 5. Council Chair's Report

Frequency of natural gas advisory council (NGAC) meetings: council discussed the frequency of the meetings including Chairs' meetings in each year and the reasons behind determining those numbers. They agreed that two meetings a year is sufficient for this NGAC.

A reminder for TSSA's Annual General Meeting, which will be held on September 23, 2014, was noted.

#### 6. TSSA CEO's Report

As part of the advanced materials for this meeting, which forms part of the record of the meeting, council received the President and CEO's report regarding TSSA's key activities over the last quarter, which was treated as read.

M. Beard highlighted the changes to the Ministry of Government and Consumer Services (MGCS) since the provincial elections in June, including the appointments of the Honourable Minister David Oraziotti, and Deputy Minister, Wendy Tilford.

#### 7. Annual State of Public Safety Report (ASPR) and Compliance Report

Controlling unlicensed operators and enforcing regulations consistently: there was no specific update on this issue.

P. Wong shared the corporate safety results highlighted in the ASPR for FY14.

J. Marshall shared details highlighting the impact of Carbon Monoxide (CO) in the fuels sector. He noted the vulnerable populations being the most impacted by CO exposures. He was approaching the industry for partnerships around ways to mitigate the impact of CO in Ontario. TSSA's Research and Education Department was committed to assist in these partnership opportunities.

Pipeline strike occurrences involving fuels over the last seven years were highlighted in the compliance report. The number of pipeline strike occurrences demonstrated a declining trend. The council requested more details in the actual numbers involved be included in the presentation for the next meeting.

Further discussion ensued around contractors conducting furnace maintenance and their reluctance for doing so when the furnace is less than ten years old. This topic will be tabled for further discussion in one of the natural gas working groups (Partnership with Contractors). It was further noted that TSSA relies on the industry to provide information to homeowners directly. The council also noted that providing the contractors with the right information through research and educational approach was one way to ensure contractors were disseminating the right information.

**ACTION:** The council requested more details in the actual numbers involved (pipeline strikes) to be included in the compliance presentation for the next meeting.

#### 8. Incidents and Issues

J. Marshall informed council there were four incidents recorded since the last meeting. Three incidents involved explosions resulting from delayed ignitions and the fourth one was CO related.



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#### 9. Priority Safety Issues:

Partnership with contractors: A meeting is being scheduled for the fall. Internally, there has been much traction within the Research and Education Department, including developing educational videos and working with the Office of Fire Marshal of Ontario.

Partnership/Prevention to enhance prevention efforts regarding gas leaks: a renewed focus on aging devices was noted. Currently, a meeting is being scheduled.

#### 10. Engineering Update

Z. Fraczkowski presented various issues affecting the fuel engineering process for submission. The development of standard operating procedures was highlighted as one way to improve the uniformity of engineering processes and applications as well as eliminating some billing issues as it relates to fee processes and improving the invoicing processes as it relates to inspectors' orders.

Council was encouraged to provide feedback to be considered in the engineering design review submission procedures.

The process for code updates and ways to make it efficient were further discussed.

#### 11. Risk Reduction Group Update (RRG)

As part of the advanced materials for this meeting, which forms part of the record of the meeting, council received a briefing note highlighting natural gas RRGs recent activities and other related industry issues. This document was treated as read.

The composition of membership for the Natural Gas RRG was discussed. J. Dalton of Canadian Standard Association (CSA) would like to join in the Natural Gas RRG.

ACTION: J. Dalton of CSA will join the Natural Gas RRG. M. Kulik to invite him to the next NG RRG meeting.

#### 12. Questions on Information Items and Other Business

Council requested filling the two Nominations for the vacant categories, insurance and first responders/safety promotions.

ACTION: Nominations for the vacant categories, insurance and first responders/safety promotions, will be posted on TSSA's public site as well as Advisory Council Portal.

#### 13. In Camera

Council met *in camera* without TSSA and guests.



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#### **14. Termination**

The meeting terminated at approximately 10:10 a.m. The next meeting date is February 24, 2015.