



Technical Standards and Safety Authority

Minutes of the Fuels Plenary Advisory Council

Tuesday, April 1, 2025

Minutes of the Fuels Plenary Advisory Council meeting for the Technical Standards and Safety Authority (TSSA) held by teleconference at **10:30 AM** on Tuesday, April 1, 2025

Present	
Brent Francis	Rae Dulmage
David Sobel	Theresa Espejo
Jim Wood	Joe Cancilla
Victor Hyman	Martin Luymes
Jeremy Mitchell	Rob Loenhardt
Terry Ablett	Alan Reitzel
James Callow	Bradley Clark (alt.)
Brian Clark	Sunaina Menezes
Ry Smith	Kevin Johnson
Steve Kuzmanovic	Dave Karn (Chair)
TSSA	
Bonnie Rose	Gary Highfield
Alexandra Campbell	Kelly Hart
Owen Kennedy	Jennifer Walkey
Kristian Kennedy	Frank Pallotta
Shakir Majeedi	Phil Simeon
Iuliana Afanase	Trent Angiers
Viola Dessanti	
Guests	
Allison Nicholls	Sahra Kassem
Kevin Johnson	
Regrets	
Laurie Marcil	Brian McBain
Dereck Northcotte	Jennifer Stewart
David Hammond	Greg St. Louis
Neil Waugh	Ryan McLachlan
Jeremy Mitchell	Joe Muchynski
Tracey Teed Martin	

Action Items

There were no action items.

1. Constitution of Meeting



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The meeting was convened at 10:30AM.

1.1. Safety Moment

A Safety Moment video on spring safety was shown at the meeting.

2. Adoption of the April 1, 2025, Agenda

2.1. The agenda was adopted as presented.

3. Approval of October 22, 2024, Minutes

3.1. The council approved the minutes as presented.

4. TSSA President & CEO's Report

B. Rose spoke to the Strategic Plan; its four key themes and how Strategic Plan successes align with advisory council goals. She provided an overview of Year 2 goals and enumerated Year 3 objectives, highlighting the Fuels-related goals.

J. Mitchell asked for clarification on what the retail mobile fueling business model looks like. Several members responded that it refers to an on-demand refueling business model whereby vehicles are refueled where the vehicle is located as opposed to a service station.

On audits, D. Karn explained that it might be worth looking at streamlining the audit process with respect one business that has a distributor license and contractor requirements, especially where the duplication of requirements is concerned. There is room for efficiencies.

5. Customer Journey Mapping: Exams & Certification

J. Walkey spoke to the item, highlighting the goals of the initiative to improve turn around times and making the process more client friendly, key findings and recommendations, metrics, and service level targets.

R. Loenhardt asked if there is an opportunity to recognize certificate-holders from other provinces in the current climate of removing interprovincial barriers, especially neighbouring provinces like Manitoba and Quebec. J. Walkey noted that such barriers were not in scope at the time of the review, which predated the recent focus on the bilateral trade relationship. It is now an issue under



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consideration. O. Kennedy remarked that there is already an avenue for labour mobility between the provinces and territories. TSSA is looking at ways to make it more seamless considering the current trade dispute with the U.S.

R. Dulmage asked if TSSA has considered "siloism" whereby files fall through the cracks because they don't follow standard operating procedures. J. Walkey noted that it is a focus, and the project is looking to address gaps where something falls outside routine, standardized processes.

M. Luymes appreciates the focus on process improvements. He asked how much of the issue is process versus resourcing. B. Rose replied that TSSA is confident that the issue is primarily process driven.

D. Karn remarked that online examination processes would be worthwhile for streamlining process.

6. TSSA Policy Change for Technician Training

J. Walkey provided background information on changes to TSSA G2 training policy. The scope of the G3 does not allow a certificate holder to work on fuel burning equipment unsupervised. This represents a potential safety gap because certificate holders who obtained their G3 through the challenge process can commence a G2 program without ever having practical experience. J. Walkey noted next steps, including implementation timelines.

To ensure G3 certificate holders are adequately prepared, individuals who obtained their G3 through the challenge process must accumulate 450 hours of fieldwork experience under the direct supervision of a G2 or G1 holder before entering a G2 program. This will help ensure that G3 certificate holders have the necessary hands-on experience to be competent prior to entering a G2 program. This change does not apply to applicants that achieved G3 certification by successfully completing an accredited G3 program.

R. Loenhardt asked how 450 hours of in-field work experience compares with physical training at a training facility. J. Walkey responded that TSSA chose the three-month duration so that an employer can give tradespeople exposure to the work and balance with their daily job responsibilities.

B. Francis asked if manufacturer equipment training is applicable. O. Kennedy replied that it would meet the criteria of acceptable training.



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7. Harmonization of Engineering Process Review

F. Pallotta provided an update of the engineering process review, next steps in the project, and quick wins.

D. Karn asked if there is a secondary means to reach applicants aside from electronic communication where there are non-responses after the 28-day period. G. Highfield commented that the TSSA engineer typically receives an email bounce back notification that can be acted upon. He noted there is only a few cases where it is not possible to reach a customer before the 28-day period elapses. He also noted that there is usually more than one contact on the application. F. Pallotta added that the objective of the policy change is not to penalize an applicant but to avoid slowing processes.

8. Gas-Fired Dryer Safety

O. Kennedy spoke to the issue of education and awareness around gas-fired dryer safety, providing background on the risk profile of incidents, notably fires. TSSA is seeking insights and advice.

V. Hyman noted that dryer vent and duct cleaning companies are not registered contractors so the core audience will have to be contacted through a communications initiative.

J. Cancilla asked if TSSA is aware if electric dryer fires are also on the rise. O. Kennedy replied that he did not have data about electric-powered dryer incidents. J. Cancilla proposed that TSSA combine efforts with fire inspectors. T. Espejo advised that fire services associations are useful to amplify communications messaging.

D. Sobel recommended TSSA coordinate with the Condominium Management Regulatory Authority of Ontario, the Retirement Home Regulatory Authority and the Building Owners and Managers Association (BOMA). He noted it would be useful for the Ministry of Public and Business Service Delivery and Procurement (MPBSDP) to post dryer safety information as it relates to consumer protection.

D. Karn remarked that anything related to user behaviour is typically consumer focused. B. Francis asked why manufacturers haven't manufactured devices with automatic shut-off reminders for venting. R. Loenhardt asked which fuel type is responsible for the incidents. O. Kennedy replied that it is mostly natural gas related because of the urban setting in which the incidents are happening. D.



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Karn added that in a residential building the venting might be more complex than in a house and more likely to get dirty.

9. Risk Based Inspections for Propane and Liquid Fuels

O. Kennedy provided a verbal update on the launch of a new risk-based inspection model for propane facilities.

D. Karn commented that age should not be a major factor if proper maintenance is undertaken. He noted that when a bulk plant is installed, it is intended to be long-term. O. Kennedy replied that age is only one factor. B. Rose added that behaviour works in tandem with the structural factors, like the age of the equipment.

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10. Draft TSSA Incident Reporting Advisory

S. Majeedi provided an update, noting that the final version will be posted on the TSSA website

There were no questions at the meeting.

11. Code Adoption Document Amendments

P. Simeon provided an update on the status of code adoption.

R. Loenhardt commented that the removal of B51 testing clauses was helpful for the propane sector and the industry is appreciative of TSSA's openness to amendments. M. Luymes asked if there is a chance that the code adoption process might be eliminated to allow for adoption by reference. P. Simeon commented that TSSA would embrace adoption by reference, but right now is limited by provincial regulation. R. Loenhardt suggested there is some advantage to having discretion on the part of the provinces to carve-out problematic clauses in the national code, like in the B51 case.

12. Licensing Modernization Initiative

T. Angiers provided an update on the initiative, including recent proposals that would look to create one distributor licence with different scopes for each fuel type. He also touched briefly on next steps.



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O. Kennedy replied to a question on aggregate fees from J. Wood that a single fee would be levied in lieu of several fees.

D. Karn reiterated his suggestion on the duplication between distributors and contractor authorizations.

13. Biogas Audits

G. Highfield explained that TSSA is undertaking an audit of biogas facilities.

J. Wood asked a question relating to the licensing of gasoline supply lines, noting that would a license include all the equipment? G. Highfield responded that TSSA does not currently license these facilities but is proposing a regulatory change to enable licensing of them by TSSA. TSSA undertakes a design review, reconstruction review, and inspections of incident reporting and now audits.

14. Ministry of Public and Business Service Delivery and Procurement Report

A. Nicholls treated the item as read.

M. Luymes asked if Spring 2025 is still the target date for the gas fitter reconciliation agreement. A. Nicholls confirmed that it is.

15. Safety & Compliance Report

V. Dessanti provided a summary of fuels safety data.

M. Luymes asked if TSSA tracks against other jurisdictions and how TSSA tracks compared to other jurisdictions. V. Dessanti explained that risk of injury and fatality (RIF) and high-risk inventory (HRI) are unique to TSSA, so it is difficult to compare the metric with other jurisdictions. The number of incidents and injuries can be compared to other jurisdictions. J. Cancilla asked if data on high-risk inventories are also related to the COVID-19 anomaly in the data, as it is for incidents. V. Dessanti replied that it is probably not.

D. Karn asked if data includes all incidents or is just for registered sites. V. Dessanti confirmed it covers all incidents, registered sites or otherwise. She added that most propane incidents are not related to licensed sites. K. Johnson asked if the top safety issues can be shared from periodic inspections. V. Dessanti replied that they can be shared.



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16. Advisory Council Survey – Summary & Results

K. Kennedy provided a summary of the survey. He noted that the response rate was very low, sitting at 18 per cent. The results are consistent with previous years, but averages were brought down by negative responses from the Elevating Devices Advisory Council.

M. Luymes noted that the low score for question 15 of the Advisory Council Survey reflects those council members who know that the risk reductions groups (RRGs) no longer exist within TSSA. He added that those same council members may not favourably view the alternatives TSSA has created to RRGs. K. Kennedy contended with this comment, further noting that there may be a lack of understanding that TSSA continues to utilise stakeholder expertise in the form of Technical Working Groups (TWG) for code amendments and other industry specific initiatives.

J. Wood added further to this point that it might be beneficial for TSSA to communicate more with council members about these TWG as some members may simply be unaware that they exist.

D. Karn noted that it is unsettling to see such a low turn out rate for the survey results, however, TSSA can interpret this to mean that most members of the Advisory Councils are happy with the processes in place. D. Karn suggested making the survey mandatory and a lot time during a council meeting for completion by all council members to improve the response rate.

D. Sobel provided a perspective to this issue, as someone new on the Advisory Councils, he did not feel equipped to answer the questions and thus did not participate in the survey. He urged future surveys to include more options and information for people new to the councils.

M. Luymes added a comment that survey results are still consistent over time.

17. Prioritization Update

G. Highfield provided a summary of the status of items raised at previous advisory council meetings.



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The meeting adjourned at approximately 1:30 p.m. after which council members held an in-camera session with B. Rose followed up an industry-only in-camera session.