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# The Canadian Boiler and Machinery Underwriters' Association

## L'Association Canadienne des Assureurs Bris des Machines

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To all Executive Committee Members of the CB&MUA

### MINUTES OF THE ANNUAL GENERAL MEETING

An Annual General Meeting of The Canadian Boiler & Machinery Underwriters' Association was held on Monday, February 13th, 2017, at the office of The Sovereign, One York Street, Suite 1400, Toronto, Ontario, M5J 0B6, to consider the following agenda:

**Attending:**

AVIVA (Jeff Soobramanie)	Northbridge (Jean-Francois Downing)
Chubb (Suet Chan)	RSA (Brian Wallace)
General Re (Murray McCutcheon)	Sovereign (Michel Rivard, Chairperson)
Intact (Nicole Leblanc)	Travelers (Derek Stewart-phoned in)

**Absent:** Allianz, BI&I, FM Global, Swiss Re, XL Catlin and Zurich.

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**ITEM 1. Welcome and Meeting Call to order:**

The Vice-Chair (Suet Chan) welcomed all the attendees in the meeting room and on the phone. The meeting was called to order at 9:40 a.m.

**ITEM 2. Attendance & Confirmation of Quorum:**

With eight (8) Executive Committee Members attending, a quorum was confirmed in accordance with the Association's Constitution & By-Laws.

**ITEM 3. Reading a/o Acknowledgement of the Antitrust Statement:**

The Antitrust Statement was acknowledged by all the Members in the meeting room and on the phone. The form was then duly signed by the Vice-Chair on the behalf of attendee on the phone and circulated and signed by all the Executive Members present in the meeting room. (See copy attached).



CB&MUA - Antitrust  
Statement - AGM - Fe

**ITEM 4. Approval of the Notice of Meeting/Agenda:**

A motion was made by Jean-Francois Downing and seconded by Suet Chan to approve the Notice of Meeting/Agenda as presented. All in favours. Motion carried unanimously. (See copy attached).



CB&MUA - Annual  
General Meeting - Noi

**ITEM 5. Approval of the Minutes of the Annual General Meeting held on February 10th, 2016:**

A motion was made by Murray McCutcheon and seconded by Brian Wallace to approve the Minutes of the Annual General Meeting held on February 10th, 2016. All in favours. Motion carried unanimously. (See attached).



CB&MUA - Annual  
General Meeting - Ap

**ITEM 6. Report of the Auditor for the 2016 fiscal year (Suet Chan):**

A copy of the "Statement of Receipts and Disbursements" for the year ended December 31, 2016, was given to all the attendees. Suet Chan, Treasurer, provided an outline on "Receipts and Disbursements" between the years ended December 31, 2015 and December 31, 2016. No Auditor's Report, duly signed by Susan Edwards, CMA, CPA was presented at this meeting. Please refer to Item 8. for more detailed information on the "Annual Engineering Insurance Conference' (AEIC). A motion was made by Murray McCutcheon and seconded by Jeff Soobramanie to approve the "Statement of Receipts and Disbursements", as presented. All in favours. Motion carried unanimously. (See copy attached).



CB&MUA - Receipts  
& Disbursements @ D

**ITEM 7. Amendments to the Constitution & By-Laws (Suet Chan / Jean-Francois Downing):**

Further to discussions that took place at various Executive Committee Members' meetings, proposed changes were put forward by the Sub-Committee formed by Suet Chan and Jean-Francois Downing. Attached you will find a copy of the annotated version along with a copy of the final version at February 13, 2017. A motion to approve the final version of the CB&MUA "Constitution & By-Laws", as presented, was made by Murray McCutcheon and seconded by Nicole Leblanc. All in favours. Motion carried unanimously. (See copies attached).



CB&MUA -  
Constitution & By-Lav  
Annotated



CB&MUA -  
Constitution & By-Lav  
Final

**ITEM 8. Reports from the various Committees and Sub-Committees, limited to 10 minutes each, as follows:**

- **Reference Committee (Julie Grenier, Chairperson):**  
See attached summary report, as submitted by the

Chairperson of the Reference Committee, on their meeting activities for 2016. A lot of focus was put on updating the CB&MUA Policy wording, which is in great need to be brought up to today's standard. However, a bare bone wording is first and foremost needed and a Wording Working Group was created consisting of wording experts, part of the Company Members of the CB&MUA. The Executive Committee Members thanked Julie and her group for all their accomplishments since the last AGM.



CB&MUA - Reference  
Committee Annual Re

- **Engineering Committee (Jacques O'Brien):**

See attached summary report, as submitted by Jacques O'Brien, the Chairperson of the Engineering Committee, since September 2016. His report focuses on their various meetings that took place since the last AGM. Many meetings took place involving the TSSA (Mike Adams, Director BPV & Operating Engineers) providing updates on their proposed changes to the legislation in Ontario, regarding Boilers & Pressure Vessels. The Engineering Committee will continue to have Mike Adams, as a guest, at their meetings. However, it was agreed that the Engineering Committee will first finish with their agenda, fully close the meeting, and then invite Mike Adams in for his updates on what's happening between the "Ministry Government of Consumer Services" and the "TSSA". The TSSA is struggling with the insurance process i.e. insurance companies versus brokers' communication. They are also struggling gathering an up-to-date list of all the pressure vessels certified to operate in Ontario and, of course, where their location. The TSSA will rely a lot on insurance companies for them to submit a list of all their pressure vessels. The TSSA will come up with a spreadsheet, with the required information, in due course. It was also suggested that either the Executive Committee or the Engineering Committee should be getting in touch with La Régie des Bâtiments du Québec (RBQ) to setup a meeting in either Montréal or Toronto. A new person is now in place at RBQ, and the Engineering Committee is looking for guidance from the Executive Committee, as to how to proceed for this meeting to take place.



CB&MUA -  
Engineering Committe

- **Liaison for Provincial Chief Inspectors' Meeting (Paul Sterescu):**

Paul Sterescu, the CB&MUA liaison with the Chief Inspectors could not attend the AGM, and consequently no report has been submitted on what took place at the last Chief Inspectors' meeting held in August 2016.

- **CSA B51 and CSA B52 (Paul Sterescu):**  
Paul Sterescu, the CB&MUA liaison could not attend the AGM, and consequently no report has been submitted on this year's CSA B51 & CSA B52 annual meetings that also took place in August 2016.
- **TSSA Advisory Council (Paul Sterescu):**  
Paul Sterescu, the CB&MUA liaison could not attend the AGM, and consequently no report has been submitted for this meeting. However, with Mike Adams (Director BPV & Operating Engineers) attending the Engineering Committee meetings, we are pretty much up-to-date on what took place at the TSSA for 2016. Please refer to their "Minutes of Meeting" for more information.
- **Engineering Insurance Conference (Mike Storey):**  
See attached summary report, as submitted by the Chairperson, Michael Storey, which we believe to be self-explanatory. The Annual Engineering Insurance Conference (AEIC) was held on Thursday, October 8th, 2016, at St. Andrews Club in Toronto. It was another sold out event with a great selection of topics on the agenda and excellent guest speakers. You will also find attached a copy of their Income and Expenses for this year's AEIC, along with a copy of the Statement of Receipts and Disbursements at December 31, 2016, and comparison to their numbers at the end of December 31, 2015. The next AEIC is scheduled for Thursday, October 5th, 2017. It was agreed that the AEIC's bank account will be combined with the CB&MUA bank account, and this, mainly to reduce the banks' monthly fees, presently charged on both accounts. Last but not least, below is a list of the AEIC Committee: Mike Storey, Chairperson, Domenic Piattelli, Event Organizer, Joseph Alcaraz, Michael Butler, Richard Stahl, Amanda Sorsak, Emily Stock and Brian Storey, the sitting CB&MUA Executive Committee Member.



CB&MUA - AEIC  
2016 Report + Receij

- **Liaison with the Insurance Bureau of Canada (David Pivato):**  
David started by saying that he did not attend any of the IBC's meetings. However, attached you will find a summary report submitted by David, the CB&MUA Liaison with the Insurance Bureau of Canada (IBC). The report focuses mainly on the meeting held December 9th, 2016, between the Ministry Government of Consumer Services and the Insurance Bureau of Canada and the next step with the final report to be posted on the Regulatory

Registry in February 2017. David agreed to continue on as the CB&MUA Liaison with the Insurance Bureau of Canada.



CB&MUA - IBC  
Liaison's Report @ Fe

- **Golf Tournament ( Jean-Guy):**  
Happy to confirm that our 18th Annual CB&MUA Golf Tournament is booked with ClubLink and will be held, once again, at Hidden Lake Golf Course in Burlington on August 17th, 2017. Please mark your calendar accordingly. In order to maintain our "Shotgun" format, we need at least sixty four (64) players. That's the number of players we had at our last golf tournament. A few more foursomes is not a problem for Hidden Lake. Last year they blocked the back nine plus the first tee to accommodate our group. Last year the extra money charged per person was used to purchase door prizes. However, the Chairperson of the Executive Committee felt that the extra money should have been used for an individual gift to all the attendees, and to use any donated or sponsored prizes for our door prizes draws. More on this subject at a later date. Thank you for your continued support to our golf annual event. See you all on the golf course on August 17th, 2017.

**ITEM 9. Election of new members of the Executive, Reference and Engineering Committees (if any), and confirmation of the Representatives and Alternates:**

The list of Representatives and Alternates (if any) was circulated and updated as needed. The emphasis was put on making sure that all the Committee Members shown on the various committees are willing to attend the scheduled meetings.

**ITEM 10. Any other business that may come before the Association:**

At the last IMIA Conference attended by the Chairperson of the CB&MUA, Michel Rivard discussed with Oscar Treceno, Chairman of IMIA, the possibility for the CB&MUA to make a one hour presentation at the IMIA Conference, to be held in Munich, Germany. Oscar was open to the idea and suggested the **Athabasca** "oil sands" or "tar sands" in northeastern Alberta, Canada. The same presentation could be used at the next Annual Engineering Insurance Conference on October 5th, 2017. The Engineering Committee will be approached to further develop this idea. If it's a go, the 2017 CB&MUA Budget will be adjusted accordingly.

**ITEM 11. Closing Remarks and Adjournment:**

-Michel Rivard concluded by thanking everyone for attending. Suet Chan made a motion to adjourn, seconded by Jeff Soobramanie. All in favour. Motion carried unanimously.

-The meeting adjourned at 11:45 am

**Michel Rivard**  
**Chairperson of the Canadian Boiler & Machinery Underwriters' Association**

**Jean-Guy Turmel**  
**Corporate Secretary of the CB&MUA**

**February 13th, 2017.**