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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 Engineering Sub-Committee Members of the CB&MUA

### MINUTES OF THE ENGINEERING SUB-COMMITTEE MEETING

An Engineering Sub-Committee Members Meeting of The Canadian Boiler & Machinery Underwriters' Association was held on Thursday, May 31, 2018, 2018, at Chubb's Head Office, 199 Bay Street, Suite 2500, Toronto, Ontario, M5L 1E2, to consider the following agenda:

**Present:**

Allianz (Ron Irani)	Intact (Lawrence Graham)
AVIVA (Ishtiaq Tarar)	RSA (Frank Zhang)
Sovereign (Joseph Alcaraz)	XL Catlin (GTTonSet-Roy Wynot)
Chubb (Jacques O'Brien) Chairperson	Zurich (Constantin Tigleanu)
FM Global (Allan Zack & Cyril Budhran)	

**Regrets:** CNA (Severio Pacini), BI&I Andrew Rerak, (Note: Nordia Brown BI&I did showed up only for paused section where Mike Adams, TSSA addressed the committee)

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**ITEM 1 Welcome & Meeting Call to Order:**

The Chairperson (Jacques O'Brien) welcomed all the attendees. The Engineering Sub-Committee Members' meeting was called to order at 8:30 am. This meeting will be put on hold upon Mike Adams, Director, Boilers & Pressure Vessels and Operating Engineers, joining this meeting for a TSSA Update. Separate Minutes of Mike Adams' presentation will be provided by the Chairperson.

**ITEM 2 Attendances, Membership and Confirmation of Attendees:**

With eleven (9) Engineering Sub-Committee Members present, out of eleven (11), the majority of attendees was definitely confirmed.

**ITEM 3 Reading and/or Acknowledgement of the Antitrust Statement:**

All the attendees, as shown above, were made aware of the CB&MUA Antitrust Statement. The Antitrust Statement wasn't read, but it was however acknowledged and signed by all the attendees



CB&MUA Anti Trust  
Statement May 31, 2018

**ITEM 4 Review & Approval of the "Notice of Meeting/Agenda":**

A motion was made by Alan Zack and seconded by Lawrence Graham to approve the Notice of Meeting/Agenda, as presented. All in favour, the motion carried unanimously. (See copy attached).



NOM May 31, 2018,  
CB&MUA Eng. Com.

**MINUTES OF MEETING**

**ITEM 5 Review & Approval of the Minutes of the Engineering Sub-Committee Members' Meeting held on March 18, 2018:**

A motion was made by Lawrence Graham and seconded by Joe Alcaraz to approve the Minutes of Meeting, as presented. All in favour, the motion carried unanimously. (See copy attached).



MOM March 18, 2018  
- CBMUA Eng. Com.

**ITEM 6 ITEM 6. Open discussion of TSSA's Code Adoption Document Proposal – including**

- **Section 4.2**
- **Section 5.4** (items to be harmonized with TSSA system / official data request)
- **Section 9.2** (Clarification of attestation)

Key items identified for further clarification by Mike Adams, TSSA

**ITEM 7. Jurisdictional updates:**

**a) TSSA Updates;**

- a. UAT comments and Questions preparation for meeting with Mike Adams
  - i. Pass / Conditional pass / Failed– Request samples of pass conditional pass to be requested
  - ii. Non Certificate inspection clarification
  - iii. Clarify Due date (
  - iv. Clarify internal frequency
  - v. Portal issues
    1. Data uploads
    2. Service provider access (Onset / JOL and others
  - vi. Violation tracking details
  - vii. Attestation clarification / (Data actually needed is it who puts eyes on object or the insuring company

**b) RBQ Updates. – Cyril to provide English tables regarding key updates. (3 year frequency similar to Ontario now)**

- a. **Discussion regarding best time to invite RBQ Chief Inspector to CB&MUA Engineering Sub Committee meeting – Item tabled till next meeting due to need for involvement with TSSA likely until end of 2018**

**ITEM 8. Open Discussion: - Safety Valve issues at dry cleaners & items 6 & 7 above**

**ITEM 9. Any New Business:** - No new business - Tabled as due to time constraints, efforts to prepare questions for Mike Adams of TSSA

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**MINUTES OF MEETING**

Meeting Paused from 9:30 – approximately 11:50 at which time meeting continued

**ITEM 10. Appointing Ishtiaq Tarar as Chair for next meeting**

As highlighted by various committee members, Vice Chair position voted on at March meeting and it is to Aviva and not a person, accordingly no need for affirmation of Ishtiaq Tarar as Chair, Vice Chair position was voted on as Intact, Ron Irani, and seconded by Al Zack to approve Vicwe Chair Nomination,. All in favour, the motion carried unanimously.

**ITEM 11 Closing Remarks and Setting the Date for the Next Meeting:**

-The Chairperson (Jack O'Brien) thanked all the attendees for their participation and feedbacks.  
-The next meeting is scheduled for Thursday, September 20th, 2018, starting at 9:00 am sharp. Please mark your calendar accordingly. A copy of the Notice of Meeting/Agenda will follow in due course.

**ITEM 12 Adjournments:**

Frank Zhang made a motion to adjourn this meeting, seconded by Lawrence Graham.

**Meeting adjourned at 12:00 pm.**

**-Please note that these "Minutes of Meeting" will be approved at the next Engineering Sub-Committee Members' meeting.**

Respectfully submitted,

**Jacques O'Brien  
Chairperson of the Engineering Sub-Committee  
Canadian Boiler & Machinery Underwriters' Association**

**September 17, 2018**