
The Canadian Boiler and Machinery Underwriters' Association

L'Association Canadienne des Assureurs Bris des Machines

To all Executive Committee Members of the CB&MUA

Minutes of Meeting

Present:

AVIVA (Jeff Soobramanie)	Northbridge (Fred Muldowney-Brooks)
BI&I (Brian Storey)	RSA (Brian Wallace)
CNA (Tim Skelton)	Sovereign (Michel Rivard, Chairperson)
Chubb (Suet Chan, Vice-Chairperson & Treasurer)	Travelers (Rob West – phoned in)

Absent: Allianz, FM Global, Gen Re, Intact, XL Catlin and Zurich.

An Executive Committee meeting of The Canadian Boiler & Machinery Underwriters' Association was held on Wednesday, February 14th, 2018, in the main Board Room of Chubb Insurance Company of Canada, 199 Bay Street, Suite 2500, Toronto, Ontario, to consider the following agenda:

- ITEM 1. Welcome and Meeting Call to order:**
The Chairperson (Michel Rivard) welcomed all the attendees in the meeting room and on the phone. The meeting was called to order at 12:40 pm sharp.
- ITEM 2. Attendance and Confirmation of Quorum:**
With seven (7) Executive Committee Members attending, it was ascertained that a quorum of the Executive Committee Members was reached in accordance with the Association's Constitution & By-Laws.
- ITEM 3. Reading a/o Acknowledgement of the Antitrust Statement:**
Attached you will find a copy of the CB&MUA Antitrust Statement duly signed and/or acknowledged by all the participants.
- ITEM 4. Approval of the Notice of Meeting/Agenda:**
Fred Muldowney-Brooks moved, seconded by Brian Wallace that the Notice of Meeting/Agenda be approved, as presented. All in favour, the motion carried unanimously. (See copy attached).



CB&MUA - Antitrust
Statement - Executiv



CB&MUA - Executive
Committee -Notice 1s

ITEM 5. Approval of the Minutes of the Executive Committee Members Meeting held on December 13th, 2017:

Suet Chan moved, seconded by Michel Rivard that the Minutes of the Executive Committee Members' Meeting, held on Wednesday, December 13th, 2017, be approved as presented. All in favour, the motion carried unanimously. (See copy attached).



CB&MUA - Executive
Committee - Approve

ITEM 6. Election of the new Chair, Vice Chair and Treasurer:

Suet Chan was voted by acclamation, to take over the Chair of the Executive Committee of the CB&MUA, effective February 14, 2018. Furthermore, all attendees were agreeable to allow Suet Chan to continue on as the Treasurer of the CB&MUA. As per our Constitution and By-Laws, Michel Rivard will become the Vice-Chairperson for one year, after which time a new Vice-Chairperson will be elected and the newly voted Vice-Chairperson will then take over the Chair position in February 2020. Brian Storey moved, and seconded by Brian Wallace that Suet Chan become the Chairperson of the Executive Committee, including the Treasurer's position, and that Michel Rivard take over as the Vice-Chairperson of the Executive Committee. All in favour, the motion carried unanimously. It was further suggested by Brian Storey that we reconsider the Treasurer's position, giving those absent a chance to consider if they are interested in taking over this position. This item will be on the agenda at the next Executive Committee meeting.

ITEM 7. Renewal contract of the Executive Secretary of the CB&MUA:

After a brief discussion by the Executive Committee Members, it was decided that Jean-Guy Turmel's contract, as the Executive Secretary of the CB&MUA, will be extended for another year. It was also agreed that the annual remuneration will increase to \$5,300.00 from \$5,000.00. The Executive Secretary thanked the Executive Committee Members for their vote of confidence and continued support.

ITEM 8. Appointment of an Auditor:

Suet Chan confirmed that Susan Edwards, CMA, has agreed to continue on as the CB&MUA's Auditor. Her fee will remain the same at \$800.00 for both the CB&MUA and the AEIC audits. Brian Storey moved, and seconded by Jeff Soobramanie that Susan Edwards remain the CB&MUA Auditor for 2018. All in favour, the motion carried unanimously.

ITEM 9. Appointment of Representatives and Alternates to the Executive Committee and our Sub-Committees:

At the request of General Re and Zurich Canada, both were removed from the Executive Committee. However, they still wish to receive a copy of the "Minutes of Meetings". Attached please find a list of all Representatives & Alternates (if any) of the Executive Committee and all Sub-Committees. The list also includes CNA Canada, our newly added CB&MUA Member.



CB&MUA -
Committee Members -

ITEM 10. Assessments and Proposed Budget for 2018:

The proposed CB&MUA Budget for 2018 was presented, clarified and explained by Suet Chan, Treasurer. Brian Wallace moved, seconded by Michel Rivard that the Proposed Budget for 2018 be approved, subject to the following amendments:

- The Meetings Sub-Total to read: \$6,100.00;
- The Total for Office Expenses to read: \$6,458.00;
- Secretary Position to read \$5,300.00;
- A \$2,000.00 budget be added for Industry Articles; and
- The Grand Total to read: \$21,908.00.

All in favour, the motion carried unanimously. (See corrected copy attached). It was also agreed that the Annual Assessment fee shall remain at \$1,000.00 per CB&MUA Member.



CB&MUA - Approved
2018 Budget @ Feb 1

ITEM 11. Update on TSSA new regulations:

Please check the TSSA website (TSSA.org) for any continued Public Review for the Boilers & Pressure Vessels (BPV's) new Regulations, as put forward by the Ministry of Government and Consumer Services (MGCS). These new Regulations will affect the way a "Certificate of Inspection" is issued. A fee (still to be confirmed), will be paid by the owner/operator of the BPV to the TSSA for the COI. Two letters dated February 2nd, 2018, and sent by Mike Adams, Director Boilers & Pressure Vessels and Operating Engineers Safety Program, with respect to amendments to the Ontario's BPV's Regulation are attached. The first letter was sent to all the Insurers licensed to underwrite BPV's, and to all Third-Party Inspection Providers and interested parties. The second one was addressed to all Owners of BPV's regulated under the Ontario's Boiler & Pressure Vessels Regulation. (See copies attached).



CB&MUA - BPV
Regulation Change N



CB&MUA - BPV
Regulation Amendme

Suet Chan made a motion, seconded by Jeff Soobramanie, to set up a link to the TSSA website (TSSA.ORG) on the CB&MUA website (cbmua.org) to show the proposed amendments by the TSSA to the Ontario BPV's Regulation. Furthermore, the Insurance Brokers Association of Ontario (IBAO) and the Registered Insurance Brokers of Ontario (RIBO) should also be made aware of these proposed changes. Suet Chan volunteered to take care of this task. This information should also be shared with the Canadian Underwriter magazine and other industry magazines, if so needed.

ITEM 12. Any other business:

The Executive Committee Members were reminded of some outstanding issues with respect to the Reference Sub-Committee. They as follows:

- The Phase 2 Questionnaire has been completed up to Item 5 only. The remaining portion of the questionnaire should be completed at the next Executive Committee meeting and the completed copy sent to the new Chair (Harvey Kenworthy) of the Reference Sub-Committee; and
- The Hazardous Substances Endorsement and the Deductible Endorsement were previously sent to the Executive Committee for their approval. If acceptable, they should be approved at the next Executive Committee meeting. If these endorsements are approved by the Executive Committee, the Reference Sub-Committee should be notified accordingly. This will then complete Phase 1 of their mandate.

ITEM 13. Closing remarks and dates of the next Executive Committee Meetings:

- Both the new Chair and the Vice-Chair thanked all the attendees for their participation and above all, their continued support, as a Member of the CB&MUA;
- The next meetings for 2018 are scheduled for Tuesday, May 8th, Wednesday, August 15th, Wednesday, October 3rd, and Thursday, December 13th, all starting at 9:30 am sharp, unless stated otherwise in the Notice of Meeting/Agenda;
- The new Chair and the attendees thanked Michel Rivard for his work and dedication as the Chair of the CB&MUA for the period of February 2016 - 2018.
- Suet Chan moved, seconded by Michel Rivard, that this meeting be closed. The motion carried unanimously.

Meeting adjourned at: 2:30 P.M.

Note: These Minutes of Meeting will be approved at the next Executive Committee Members' meeting.

Respectfully submitted,

**Suet Chan & Michel Rivard
Chair and Vice-Chair of the CB&MUA**

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

February 14th, 2018

PARKING LOT (Topics for up-coming Executive Committee Meetings):

- Find out from the Executive Committee Members if someone, other than Suet Chan, is interested in taking over the Treasurer's position;
- Complete the Phase 2 Questionnaire; and
- Approve the Hazardous Substances and the Deductible Endorsements.