
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 THE ANNUAL GENERAL MEETING

The Annual General Meeting of The Canadian Boiler & Machinery Underwriters' Association was held on Tuesday March 2, 2021 by Microsoft Teams to consider the following agenda:

Attending:

Aviva (Lisa Leo)
BI&I (Leona Au)
Chubb (Suet Chan Treasurer)
CNA (Tim Skelton)
FM Global (Harvey Eng)
Intact (John Billis)
Northbridge (Fred Muldowney-Brooks)
RSA (Brian Wallace)
Sovereign (Michel Rivard) - Chair

Absent: AXA XL, Allianz, Travelers, Gen Re

ITEM 1. Welcome and Meeting Call to order:

The Chairperson (Michel Rivard) welcomed all the attendees on-line. The meeting was called to order at 9:30 a.m.

ITEM 2. Attendance & Confirmation of Quorum:

With nine (9) Executive Committee Members attending out of twelve (12), it was established that a quorum was present, as required by the Constitution of the Association. No non executive members attended the meeting.

ITEM 3. Reading a/o 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 for the attendees but was however verbally individually acknowledged by all the attendees.

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

Fred Muldowney-Brooks moved, seconded by Lisa Leo, that the Notice of Meeting/Agenda be approved, as presented. As all were in favour, the motion carried. (See attached).



CBMUA-AGM-NofM-
March 2,2021.pdf

ITEM 5. Approval of the Minutes of the Annual General Meeting held on Wednesday, February 12th, 2020:

John Billis moved, Lisa Leo seconded, that the Minutes of the Annual General Meeting, held on February 12th, 2020, be approved, as presented. As all were in favour, the motion carried. (See attached).



ITEM 6. Election of Members to the Executive Committee:

Members were asked if they wished to stay in the Executive Committee and all accepted to remain. As GenRe and Travelers are currently non Executive Committee members and Allianz, and AxaXL were not at the meeting, the Chair will reach out to these companies to ensure they wish to remain as an executive or non executive member as their status may be. Suet Chan moved and Fred Muldowney-Brooks seconded a motion to approve the members of the Executive Committee. As all were in favour, the motion passed.

ITEM 7. Committee Reports:

- **Annual Engineering Insurance Conference (AEIC) (Amanda Sorsak):**
The Annual Engineering Insurance Conference (AEIC) was held on Wednesday, October 7th, 2020 via Zoom. It went well. This allows the conference to offer both virtual and in person attendance and presentations in the future. Amanda Sorsak will follow-up with the presenters to post the presentations on the CB&MUA website. The next conference is scheduled for Wednesday October 13, 2021. It is expected that the pandemic will still restrict gatherings and the conference will again be held using Zoom. The AEIC is using Mail Chimp for the invitations. There will be a new link on the CBMUA website which will allow interested parties to add themselves to the invite list.

The Executive Committee thanked Amanda Sorsak and her team members for their hard work and another very successful conference.



Conference 2020
Summary.pdf

- **Engineering Committee (Kevin Hawes):**
Attached you will find a copy of the 2020 Engineering Committee's Annual Report, as presented to the Executive Committee, by Kevin Hawes, the Chairperson of this Committee. The committee met 5 times throughout the year (3 virtual meetings and 2 calls on emergent issues) with continued discussions about the changes at the TSSA. Elections were held and Kevin Hawes assumed the Chair and Robert Sylvester is the Vice Chair. Condolences will be sent to Andrew Rerak's family. His death was deeply felt by all members. They also plan to review the blanket group definitions as requested by the Reference Committee in 2021 and their response will be forthcoming. They requested support from the Executive to push back on the TSSA to make the process of the UID form simpler. It is taking up a lot of the time in the field. If one item is a non-match on the form it will be redlined and a COI will not be issued until it is rectified. Study on the increased administration cost, may need to be completed. It is frustrating and discouraging for the inspectors. The Executive Committee will see what they can do to help to back-up the Engineering Committee at the next meeting of the Executive Committee.

The Executive Committee thanked Kevin Hawes and the Engineering committee members for their work during the year.



CB&MUA -
Engineering Committee

- **Liaison Provincial Chief Inspectors' Meeting and CSA B51 and CSA B52 (Nordia Brown) - See attached summary:**

ACI:

The Association of Chief Inspectors is comprised of the Chief Boiler Inspectors from every Canadian Province and Territory, and representatives from the Government of Canada, the Canadian Nuclear Safety Commission, and the National Board of Boiler and Pressure Vessel Inspectors. The purpose of these meetings is to share information and to promote a harmonized approach to the application of adopted codes and standards across Canada. Their meetings were held on August 24 -27th, 2020 virtually. Highlights of the meeting include; the discussion on looking for a way to get the Power Engineer Exams translated into French; CRN National Registration Improvement where jurisdictions are working together on the harmonization of CRN design reviews and no deaths due to accidents, however one there were several injuries. Next ACI Meeting is scheduled for August 16 & 17, 2021 in Winnipeg MB

CSA B51 & B52:

The CSA B51 and B52 technical committees are made up of subject matter experts from industry and regulatory organizations. They work together to manage ongoing development and revision of the CSA B51 Boiler, Pressure Vessel, and Pressure Piping Code, and the CSA B52 Mechanical Refrigeration Code. Both technical committees' business included the review of ballots for proposed changes to these codes. Each of these codes is on a five-year publication schedule, with a new edition of CSA B52 due to be published in 2024, and a new edition of CSA B51 due in 2023.

Nordia Brown was appointed as Vice Chair of Clause 6 Boilers and will be tasked with spearheading the possible introduction of Wood Boilers to the standard. European manufacturers are pushing for the inclusion in B51.

ASME responded to the pandemic by amending the Code Case that will allow remote inspection of boilers and pressure vessels. ASME revised their procedures and started remote audits of Certificate holders and AIAs. Technical Oversight Management Committee (TOMC) - TOMC is considering forming a task group to develop rules for remote inspections that will be used by different codes of constructions. This development work is not related to COVID-19. It should allow quicker introduction, adoption, and use of new technologies and innovations in the remote inspections.

Next B51/52 Meeting is scheduled for August 16 & 17, 2021 in Winnipeg MB.

The Executive Committee thanked Nordia Brown for her presentation and work on these committees.



DRAFT -ACI B52
and B51 Notes - 202

- **TSSA Advisory Council (Kavita Ramcharan):**

As presented by Kavita Ramcharan attached is a copy of the Minutes of the Boilers & Pressure Vessels Advisory Council Meeting on March 10th, 2020 as well of a summary of what is happening within the TSSA. OASIS has been updated and Insureds will be able to access their COI and pay for their certificate on-line. There is hope that some of the issues with the old system will be resolved such as GSP co-ordinates being acceptable. TSSA has spoken about remote inspection. They have done some selective inspections remotely. They talked about having a conversation with insureds as a follow-up instead of a physical inspection. National board has allowed some remote audits. An update to your Quality Control Manual would be required. Moving forward Justin Awoyomi will provide annual updates. Justin is Kavita's alternate on the TSSA Advisory Council



TSSA Annual
Update.pdf



Item 3 - BPVAC
Minutes - March 10,

The Executive Committee thanked Kavita Ramcharan for her presentation and her work with the TSSA.

- **Reference Committee (Mark Rolfe):**

Attached is the Reference Committee's Annual Report submitted by the Chairperson (Andrea Powell) but presented by Mark Rolfe on their meeting activities for 2020. A great deal of their focus was completing Phase 2 of updating the CB&MUA Policy wording. The committee is very close to completing phase 2. It would be a couple of years for a current state wording. Phase 3 is under the discussion as to what it will entail – Structure or Indirect Coverages. Mark commented that with respect to wording, a third set of eyes is always appreciated.



2020 Reference
Committee Annual F

The Executive Committee Members thanked Mark Rolfe and the Reference and WWG committee members for their hard work and accomplishments since the last AGM.

- **Liaison with the Insurance Bureau of Canada (Mark Rolfe):**

Most of the working groups did not meet because of COVID. Infectious disease wording was completed by a working group. The property working group will meet and will be looking at Cyber 2021.



IBC Report.pdf

- **Annual CB&MUA Golf Tournament (Jo-Anne Burns):**

- We had no tournament last year and have a date on hold for this year of August 12, 2021. It is too early to know if and how a tournament might be considered. Stay Tuned

ITEM 8. Report of the Auditor for the 2020 fiscal year (Suet Chan):

Still outstanding are the fees from Allianz. Suet Chan noted that using Square on the website for fees collection is very convenient but it does cost small amount. It was however absolutely necessary during the pandemic when access to offices was limited. Assessment fee of \$1,000 is in the bylaws. The bank account contains \$77,482, split \$50,917 for the CB&MUA and \$26,566 for the AEIC. John Billis, seconded by Brian Wallace moved to accept Report of the Auditor. As all were in favour the motion carried.



2020 Audit Cover
Page.pdf



2020 Audit.pdf

ITEM 9. Any other business that may come before the Association:

There was no other business.

ITEM 10. Closing Remarks and Adjournment:

Michel Rivard concluded by thanking everyone who presented and attended this AGM. John Billis moved, seconded by Harvey Eng to adjourn. As all were in favour the motion carried.

Meeting adjourned at 11:31 am.

NOTE: These Minutes of Meeting will be approved at the next AGM, in the 2nd week of February 2022.

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

Dated: