
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 Wednesday, February 12th, 2020, at the offices of Chubb Insurance Company of Canada, 199 Bay Street, Suite 2500, Toronto, Ontario, M5L 1E2, to consider the following agenda:

Attending:

AXA XL (Mathieu Larif)

BI&I (Leona Au)

Chubb (Suet Chan - Chairperson
& Treasurer)

RSA (Brian Wallace- Phoned in at 10:30)

Sovereign (Michel Rivard)

Intact (Nick Cinotti, Vice-Chairperson)

Allianz (Abdur Rehman Malik arrived at 9:49)

Absent: Aviva, CNA, FM Global, Northbridge, and Travelers

ITEM 1. Welcome and Meeting Call to order:

The Chairperson (Suet Chan) welcomed all the attendees in the meeting room. The meeting was called to order at 9:34 a.m.

ITEM 2. Attendance & Confirmation of Quorum:

It was established that a quorum was not present, with five (5) Executive Committee Members attending, out of twelve (12), in accordance with the Constitution of the Association. Allianz joined the meeting at 9:49 and RSA joined the meeting by phone at 10:30 at which time Quorum was reached.

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 all the attendees in the meeting room and by the Executive Secretary on the behalf of RSA (Brian Wallace). (See attached).



Feb 12 2020
Antitrust.pdf

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

Mathieu Larif moved, seconded by Michel Rivard, that the Notice of Meeting/Agenda be approved, as presented. As all were in favour, the motion carried. (See attached).



CBMUA - Annual
General Meeting - Noi

ITEM 5. Approval of the Minutes of the Annual General Meeting held on Wednesday, February 14th, 2019:

Abdur Rehman Malik moved, seconded by Nick Cinotti, that the Minutes of the Annual General Meeting, held on February 14th, 2018, be approved, as presented. As all were in favour, the motion carried. (See attached).



CB&MUA - AGM -
Approved MoM - Feb

ITEM 6.

Report of the Auditor for the 2019 fiscal year (Suet Chan - Treasurer):

A copy of the "Statement of Receipts and Disbursements" for the year ended December 31, 2019, was given to all the attendees. Suet Chan, Treasurer, provided an outline on "Receipts and Disbursements" between the years ended December 31, 2018 and December 31, 2019. An Auditor's Report, duly signed by Susan Edwards, CPA, CMA, and dated February 7, 2020, was also presented at this meeting. This year's report also included a "Statement of Receipts & Disbursements" for the "Annual Engineering Insurance Conference' (AEIC). A motion was made by Michel Rivard and seconded by Mathieu Larif, to approve the submitted "Statements of Receipts and Disbursements", as presented. As all were in favour, the motion carried. (See attached).



Canadian Boiler
Machinery Underwrite

ITEM 7.

Committee Reports:

Reference Committee (Andrea Powell):

Attached is the Reference Committee's Annual Report submitted by the Chairperson (Andrea Powell) on their meeting activities for 2019. A great deal of focus was once again put on updating the CB&MUA Policy wording. The Executive Committee Members thanked Andrea and her committee members for their hard work and accomplishments since the last AGM.



2019 Reference
Committee Annual Re

- **Engineering Committee (Ishtiaq Tarar):**

Attached you will find a copy of the 2019 Engineering Committee's Annual Report, as presented via telephone to the Executive Committee, by Ishtiaq Tarar, the Chairperson of this Committee. The committee met 4 times throughout the year with continued discussions about the changes at the TSSA. They also reviewed the blanket group definitions as requested by the Reference Committee and their response will be forthcoming. The Executive Committee thanked Ishtiaq Tarar and the committee members for their work during the year.



CB&MUA -
Engineering Committe

- **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 19th and 22st, 2019. The 2020 annual meetings are scheduled for August 24th and 25th, in Winnipeg, Manitoba

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. Interested parties may wish to monitor CSA Group's public review website found at "<http://publicreview.csa.ca>". Their next meetings will be held in Winnipeg, from August 26th to the 27th, 2019. The Executive Committee thanked Nordia Brown for her presentation.



ACI , B52 and B51
Notes - 2019 (CB&ML)

- **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 October 1st, 2019. They are quite detailed and include details about: the progress of the TSSA in becoming an outcome-based regulator; the coming launch of the Compliance Support Programme; the adoption of the regulations that came into effect on July 1, 2018, particularly as it relates to the requirement for owner/operators to obtain a Certificate of Inspection from TSSA, has adequately addressed the Auditor General's recommendation for greater oversight of Insurance Companies. The Agricultural exemption is still being discussed; Safety and Compliance confirmed in Fiscal Year 19 there were no permanent injuries and two nonpermanent injuries as it relates to the BPV sector; a new fee model is required to support TSSA's transition to becoming an outcome-based regulator, adding that its scope will be all programs and all activities; continued restriction on Insurance Companies providing shop inspections; TSSA is currently in the process of scheduling its fifth insurer authorized inspection agency audit, and its first audit of an insurance provider using other inspection agencies. He added that TSSA is also scheduling its first third-party inspection agency audit.



BPVAC Minutes -
October 1 2019 - (Fin)

Kavita also provided a copy of an email from the TSSA confirming an R endorsement is not required to perform repairs in Ontario. *For the repairs performed under the CSA B51 quality program following the stamping and data reports requirements from the CSA B51 in this moment, we do not have special requirements for the inspector qualifications. Current requirements is that inspector has valid Certificate of Competency for the (sic) Province of Ontario.*



RE Authorizing
repairs under IS (87.4

- Annual Engineering Insurance Conference (AEIC) (Amanda Sorsak):**
 The Annual Engineering Insurance Conference (AEIC) was held on Thursday, October 3th, 2019 at Vantage Venues, 150 King Street West, Toronto, Ontario. Although ticket sales were down from the previous year, it was felt, this was a better audience size for the venue. Attendees were more comfortable. The Conference was filled with a great selection of topics combined with excellent guest speakers. Please refer to the Auditor's Report under Item 6, with respect to the AEIC's Statement of Receipts and Disbursements at December 31, 2019. The next AEIC is scheduled for Wednesday, October 7th, 2020, at Vantage Venues. The AEIC Committee is looking for 4 to a maximum of 8 sponsors. There will be no sponsor exclusivity this year. The AEIC Committee is always looking for feedback from the attendees and last year the feedback was excellent. They are hopeful the payment option on the CB&MUA website will be up and running well in advance of the conference and the few challenges experienced last year in electronic payments will be fixed. The suggestion from the Reference Committee for a presentation on Physical Damage from Cyber Attacks was passed along. In addition, there was a suggestion to film the speakers and with their permission put the presentations on the website. The committee will look into the feasibility of this. The Executive Committee thanked Amanda Sorsak and her team members for their hard work and another very successful conference.
- Liaison with the Insurance Bureau of Canada (Mark Rolfe):**
 Mark was unable to attend the meeting and provided the attached list of topics IBC is or will be working on in the future.



IBC Update by Mark Rolfe.pdf

- Annual CB&MUA Golf Tournament (Jo-Anne Burns):**
 Our 20th Annual CB&MUA Golf Tournament was successful with seventy-one (71) golfers attending. This special Anniversary tournament was memorialized with the gift of a CB&MUA branded and dated Flashlight which was gratefully received by all attendees and paid for by the Association. The Executive Committee also contributed \$500.00 towards door prizes. In the end our revenues from all sources exceeded our expenses by \$267.83. All expenses are outlined in the report attached.



Copy of CBMUA - 20th AGT - Revenues

Please note that our 21st Annual CB&MUA Golf Tournament is booked with ClubLink, for Thursday, August 13th, 2020, at Hidden Lake Golf Club, in Burlington, Ontario. Please mark your calendar accordingly. Jo-Anne thanked the members for their continued support and gratefully accepted the \$500 towards door prizes for 2020. The Executive Committee thanked both Jo-Anne Burns and Jean-Guy Turmel for continuing to Co-Chairing the golf tournament.

ITEM 8. Election of Members to the Executive Committee:

There were neither additions nor deletions to be made to the list of Executive Committee Members. Michel Rivard moved, seconded by Abdur Rehman Malik, that the list of Executive Committee Members, as presented remain the same for the upcoming year. As all were in favour, the motion carried.



CBMUA - Committee
Members - Exec-Refc

ITEM 9. Any other business that may come before the Association:
There was no other business.

ITEM 10. Closing Remarks and Adjournment:
Suet Chan concluded by thanking everyone who presented and attended this AGM. Mathieu Larif made a motion to adjourn, seconded by Abdur Rehman Malik. As all were in favour the motion carried.

Meeting adjourned at 11:59 am.

NOTE: These Minutes of Meeting will be approved at the next AGM, in the 2nd week of February 2021.

Suet Chan
Chairperson of the Canadian Boiler & Machinery Underwriters' Association

Dated: