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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 Reference Committee Members of the CB&MUA

### MINUTES OF THE REFERENCE COMMITTEE MEMBERS' MEETING

A Reference Committee Members' Meeting of the Canadian Boiler & Machinery Underwriters' Association was held on Wednesday, October 25th, 2017, at the office of Chubb Insurance Company of Canada, 199 Bay Street, Suite 2500, Toronto, Ontario, M5L 1E2, to consider the following agenda:

**Attending:**

AVIVA (Iain Stewart)

Chubb (Julie Grenier, Chairperson)

RSA (Amanda Billen - phoned in)

Sovereign (Andrea Powell)

**Regrets:** Allianz, AVIVA, BI&I, Gen Re, Intact, Northbridge, Travelers and Zurich.

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

The Chairperson welcomed the few attendees in the meeting room along with Amanda Billen from RSA, joining the meeting via the phone connection. The Reference Committee Members' meeting of the CB&MUA was called to order at 1:00 pm.

**ITEM 2. Attendance and any Changes to the list of Representatives / Alternates:**

In accordance with our revised "Constitution & By-Laws", a Quorum is no longer a requirement to proceed with our Reference Committee Members Meetings. It is now understood that a majority vote of the Committee Members present shall rule. It was noted that Rob West at Travelers will be replacing Derek Stewart, as the Representative and Kevin Pinto will be his Alternate.

**ITEM 3. Reading or 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.



CB&MUA - Antitrust  
Statement - Referenc

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

A motion was made by Iain Stewart and seconded by Andrea Powell to approve the Notice of Meeting/Agenda, as presented. All in favour. The motion carried unanimously (see attached).



CB&MUA - Reference  
Committee - NoM-Age

**ITEM 5. Approval of the Minutes of the Reference Committee Members' Meeting held on May 11th, 2017:**

The Minutes of Meeting have been accepted, as presented. A motion was made by Iain Stewart and seconded by Julie Grenier to approve the Minutes of Meeting, as presented. All in favour. The motion carried unanimously (attached is copy of the approved Minutes of Meeting).



CB&MUA - Reference  
Committee - MoM Appr

**ITEM 6. Update on the Reference Committee's submissions of wordings (Policy Exclusions and Special Provisions) to the Executive Committee Members:**

This is to confirm that both the Policy Exclusions and the Special Provisions wordings have been approved by the Executive Committee Members. The "Policy Exclusions" at their May 17th, 2017 meeting and the "Special Provisions", at their August 16th, 2017 meeting. Attached you will find a copy of each, annotated and cleaned up copies, for your information.



CBMUA - WWG -



CBMUA - WWG -



CBMUA - Special



CBMUA - Special

Exclusions-Annotated Exclusions - Final Lool Provisions Version 4 (Provisions Version 4 (

**ITEM 7. Review and approval of the CB&MUA Policy Conditions, Insuring Agreement, Declarations, Schedule and Definition of Accident, as submitted by the Wording Working Group (WWG) (please refer to the table chart attached to your invitation to this meeting):**

The following new documents will be submitted to the Executive Committee Members for their comments (if any), and for their final approval. The following draft copies were submitted to the Reference Committee Members, by the Wording Working Group, for their comments (if any) and also to be submitted to the Executive Committee Members. Please refer to the table chart attached:



CB&MUA - Reference  
Committee - Approve

**-Declarations Page:** Iain Stewart made a motion, seconded by Julie Grenier to approve the Declarations Page, as presented. All in favour. The motion carried unanimously. Please refer to the table chart attached.

**-Insuring Agreement:** Andrea Powell made a motion, seconded by Julie Grenier to approve the Insuring Agreement, as presented. All in favour. The motion carried unanimously. Please refer to the table chart attached.

**-Policy Conditions:** Iain Stewart made a motion, seconded by Andrea Powell to approve the Policy Conditions, as presented, but without the information shown at the end of the wording. All in favour. The motion carried unanimously. Please refer to the table chart attached.

**-Definition of Accident:** Julie Grenier made a motion, seconded by Iain Stewart to only approve the Definition of Accident, as presented. All in favour. The motion carried unanimously. Please refer to the table chart attached.

**-Schedule:** Andrea Powell made a motion, seconded by Julie Grenier to approve the Schedule, as presented. All in favour. The motion carried unanimously. Please refer to the table chart attached.

**ITEM 8. WWG's next tasks: Definition of Object, Production Machinery Endorsement, Electronic Equipment Endorsement and Professional Fees Endorsement:**

The Wording Working Group will be focusing on the Definition of Object, and some Endorsement specimen adding Production Machinery, Electronic Equipment and Professional Fees to the Boiler and Machinery Policy wording. The emphasis will be put

on completing the said wordings, so that they can also be submitted to Executive Committee Members in time for their next meeting scheduled for Wednesday, December 13th, 2017.

**ITEM 9. Discussion on Proposal for Phase 2 to the Executive Committee Members:**

The following will be proposed to the Executive Committee:

- That we continue with the vintage wording for the time being, but bring the wording up to date coverage wise, while maintaining the policy language in legalese and the current policy structure.
- In a future phase, the wording could be brought to a more modern format with respect to policy language, definition section, declarations page, etc.
- The Proposal for Phase 2 must be presented to the Executive Committee on December 13<sup>th</sup> when they next meet.

**ITEM 10. Recommendations to the Executive Committee Members with respect to the Blanket Group Descriptions and the Creation of a Wording Working Group at the Executive Committee Level:**

**(1) The Blanket Group Descriptions:**

The Reference Committee recommends that the Executive Committee ask the Engineering Committee to review the Blanket Group Descriptions for accuracy, and update them if need be. We also recommend that the updated Blanket Group Descriptions should be posted on the CB&MUA website. The Blanket Group Descriptions would be helpful to the members when drafting an endorsement pertaining to a specific Object (i.e. deductible, exclusion, ...).

**(2) The creation of a Wording Working Group at the Executive Committee level:**

The Reference Committee recommends that the Executive Committee create its own Wording Working Group, perhaps drawing from the pool of EB underwriting, claims & reinsurance retirees, for a thorough review of the wordings submitted by the Reference Committee. Alternatively, the selected individuals could attend the Reference Committee's WWG meetings.

**ITEM 11. Holiday Lunch / Future Meeting Date:**

The Christmas Holiday lunch is scheduled for Wednesday, November 29th, 2017, following a Reference Committee Members meeting at Chubb's office.

**ITEM 12. Any New Business:**

The Chair reminded the attendees that her term as the Chairperson of the Reference Committee will come to an end in February 2018. Harvey Kenworthy will take over as Chair at that time, and Julie Grenier will take over the Vice-Chair position for one year, as is the usual practice for former Chairs. In February 2019, the Vice-Chair position will be open to whomever would be interested in taking over the Chair position from Harvey Kenworthy in 2020. Furthermore, anyone interested in becoming vice co-chair in February 2018 was welcomed to express their interest.

**ITEM 13. Closing Remarks and Motion to Adjourn:**

- Julie Grenier concluded by thanking all the attendees to this meeting;
- Andrea Powell made a motion, seconded by Iain Stewart to adjourn this meeting. All in favour. Motion carried.
- Meeting adjourned at: 2:00 pm.

Respectfully submitted,

**Julie Grenier,**  
Chairperson of the Reference Committee  
Canadian Boiler & Machinery Underwriters' Association

**Jean-Guy Turmel**  
Executive Secretary  
Canadian Boiler & Machinery Underwriters' Association  
October 25, 2017