
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 EXECUTIVE COMMITTEE MEETING

An Executive Committee meeting of The Canadian Boiler & Machinery Underwriters' Association was held on Tuesday May 11, 2021, by Microsoft Teams to consider the following agenda:

Attending:

AXA XL (Mathieu Larif)
Aviva (Lisa Leo)
BI&I (Leona Au)
Chubb (Suet Chan Treasurer)
FM Global (Harvey Eng)
Northbridge (Fred Muldowney-Brooks)
Sovereign (Michel Rivard) - Chair
Travelers (Paul Gallately)
Guest: GenRe

Absent: Allianz, CNA, Intact, RSA

- 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 eight (8) Executive Committee Members attending out of twelve (12), it was established that a quorum was present, as required by the Constitution of the Association. GenRe attended this meeting as a guest.
- 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.



CBMUA - Antitrust
Statement - Executiv

- ITEM 4. Approval of the Notice of Meeting/Agenda:**
Suet Chan moved, seconded by Fred Muldowney-Brooks, that the Notice of Meeting/Agenda be approved, as presented. As all were in favour, the motion carried. (See attached).



CBMUA-Executive
Committee - NofM- N

- ITEM 5. Approval of the Minutes of the held on March 2, 2021:**
Harvey Eng moved, Lisa Leo seconded, that the Minutes of Executive Meeting, held on March 2, 2021, be approved, as presented with a few minor edits. As all were in favour, the motion carried. (See attached).



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Committee -MoM Mar

ITEM 6. Jo-Anne Burns Position:

The following proposal was approved by the executive committee to revise/update Jo-Anne's responsibilities, title and wage.

1. She will continue taking notes on various sub committees and for the WWG.
 - a. We will increase her cost by \$25 per meeting as she is also performing some secretary functions. Which include:
 - b. doing follow up for each committee.
 - c. She will CC us on any Draft Minutes for both sub committees and WWG.
 - d. Participate in drafting correspondence letters (ie.from CB&MUA to TSSA).
2. She won't send the invitations for the AGM & Executive Meetings as she is not using Teams or Webex.
3. We will change her title for Secretary to be in accordance with our By Laws. This should be submitted to our next Executive Meeting for Approval.

ITEM 7. 2021 Budget:

Suet Chan Treasurer presented her proposed budget. It was agreed to amend the budget as follows:

- Remove the Meetings and Golf Tournament amounts as these functions will either not occur or be virtual.

New total \$12,460. Our bank account as of the end of March is \$76, 506. (Split \$49,940 CB&MUA, \$26,565 AEIC). Lisa Leo motioned to approved the amended budget. It was seconded by Mathieu Larif. As all were in favour, the motion passed unanimously. The approved copy of the budget is attached.



2021 Budget.pdf

ITEM 8. Engineering Committee (Kevin Hawes):

The Engineering Committee discussed the frustrations within the group for over a year. They reached out to the Executive Committee for help. We asked them to submit how we could provide that help. The Engineering Committee suggested a letter to the TSSA from the Executive outlining our concerns. The Engineering Committee submitted to Kevin Hawes and Jo-Anne Burns, their concerns and suggestions for improvement. Kevin and Jo-Anne turned this list into a draft of a letter for review. The Executive Committee suggested changes to the draft letter. The attached final draft was presented for approval. The Engineering Committee believes the current version is still accurate. Fred Muldowney-Brooks moved to accept the letter as written and to send immediately to the TSSA by registered letter. Mathieu Larif seconded the motion. As all were in favour, the motion passed unanimously.



TSSA Letter Sent
May 11, 2021.pdf

ITEM 9. OSBIE:

OSBIE would like to join our association. They confirm they are an insurer and write Boiler and Machinery Insurance and therefore they meet our definition of member. Michel Rivard, Chair, will send the application for membership and notice of payment and let them know about all the committees and our wish for their full participation. Mathieu Larif moved to extend an invitation to OSBIE to join our association. Fred Muldowney-Brooks seconded the motion. As all were in favour, the motion carried unanimously.



Membership Application.docx

ITEM 10. Reference Subcommittee (Mark Rolfe):

Mark Rolfe walked the committee through the submitted wordings. Each was approved in turn. See attached document for these wordings and approvals.



Wording Approvals Executive Meeting Ma

The Executive asked the Wording Working Group to prioritize creation of a current Equipment Breakdown version of Cyber Exclusion for presentation at Executive Meeting in August.

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

Item 11. TSSA Advisory Council (Justin Awoyomi):

See attached summary for recent updates:



CBMUA TSSA ADVISORY COUNCIL

The Executive Committee Justin Awoyomi thanked for his presentation and his work with the TSSA.

ITEM 12 & 13. Liaison Provincial Chief Inspectors' Meeting and CSA B51 and CSA B52 (Nordia Brown):

Note the next B51 and B52 plus the Chief Inspectors meeting will be held virtually Week of August 15, 2021.

See attached summary for recent updates:



ACI B52 and B51 Notes - May 11 2021

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

ITEM 14: Liaison with the Insurance Bureau of Canada (Mark Rolfe):

Mark Rolfe provided an update as part of his wording presentation. IBC is working on the Cyber Exclusion. It will be an absolute exclusion.

ITEM 15: Annual Engineering Insurance Conference (AEIC) (Michel Rivard):

As Amanda was unable to attend the meeting Leona Au updated the Committee. The conference will be virtual, spread out over two half days, similar to last year. The Conference Committee is working to bring in new topics or speakers. The theme for this year's conference is "Innovations".

ITEM 16: Annual CB&MUA Golf Tournament (Jo-Anne Burns):

We had no tournament last year and unfortunately we will not be able to host one this year, again due to the pandemic and the restriction of gathering in large groups. A notice will be sent out to all prior attendees in June.

ITEM 17. Any other business that may come before the Association:

The website consultant has been hard to reach. Suet Chan and Jo-Anne Burns will reach out to Rob Cairns to see what is happening. If he is unable to complete his contract, Suet's daughter is willing to do the work as a way of building her resume. We need the access to the website as a minimum from the developer.

ITEM 18. Closing Remarks and Adjournment:

Michel Rivard concluded by thanking everyone who presented and attended this meeting. Lisa Leo moved, seconded by Mathieu Larif to adjourn the meeting. As all were in favour, the motion carried unanimously.

Meeting adjourned at 12:10 p.m.

Next Meeting will be held Tuesday August 10, 2021 at 9:30 a.m.

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

Dated: