
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

An Executive Committee meeting of The Canadian Boiler & Machinery Underwriters' Association was held on Wednesday February 17, 2021, by Microsoft Teams to consider the following agenda:

Attending:

AXA XL (Mathieu Larif)
Aviva (Lisa Leo)
Allianz (Abdur Rehman Malik)
BI&I (Leona Au)
Chubb (Suet Chan Treasurer)
CNA (Tim Skelton)
Intact (John Billis)
Northbridge (Fred Mulroney Brooks)
RSA (Brian Wallace)
Sovereign (Michel Rivard)

Absent: FM Global, Travelers.

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- ITEM 1. Welcome and Meeting Call to order:**
The Chairperson (Mathieu Larif) welcomed all the attendees. The meeting was called to order at 9:50 a.m.
- ITEM 2. Attendance & Confirmation of Quorum:**
With ten (10) Executive Committee Members attending out of twelve (12), it was established that a quorum was present, as required by the Constitution of the Association.
- ITEM 3. Reading a/o Acknowledgement of the Antitrust Statement:**
The CB&MUA Antitrust Statement was verbally and individually acknowledged by all the participants during the AGM immediately preceding this meeting. There were no members who wished to change their acknowledgement.
- ITEM 4. Approval of the Notice of Meeting/Agenda:**
Michel Rivard moved, seconded by Brian Wallace, that the Notice of Meeting\Agenda be approved, as presented. It was agreed that the traditional first meeting of the Executive Committee would be held following the rescheduled AGM. The motion carried unanimously. (See copy attached).
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**Notice of Meeting -
Feb 17 2021.pdf**
- ITEM 5. Approval of the Minutes of the Executive Committee Meeting held on December 15, 2020:**
Lisa Leo moved, seconded by Abdur Rehman Malik, that the Minutes of the Executive Committee Members meeting held on December 15, 2020, be approved. The motion carried unanimously. (See copy attached).



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ITEM 5. Election of Committee Members, notably Chair.
Mathieu does not have the time to adequately undertake the role.
Michel Rivard volunteered to take the Chair. Suet Chan motioned to acclaim Michel Rivard as the new chair starting with the rescheduled AGM. Abdur Rehman Malik seconded the motion. All were in favour Michel Rivard was acclaimed as Chair effective the next meeting.

ITEM 6. Discuss proposal to review and enhance Jo-Anne's role
There was a discussion about the role of the Secretary position given it has been a full year under the revised job description. Gaps in support to committees and Committee Chairs have been noted. Communication between committees is also difficult. Several options were suggested: 1) Review of the Secretary position 2) Attaching an Executive Member to sit on each Committee. Expanding the Secretary's role was the most favourable alternative. Michel Rivard moved to ask Jo-Anne Burns to send a summary of role requirements and any additional costs for expansion of the existing role to him for the next meeting. Brian Wallace seconded the motion. The motion carried unanimously.

ITEM 7. CBMUA's mission and role going forward



CBMUA mission
and vision.docx

Mission and vision:

There has been discussion of the mission and vision for the CB&MUA going forward at the last two meetings. This discussion needs to continue. It was suggested an informal subcommittee be formed with perhaps members from other committees to work on proposals which can be discussed at future Executive Committee meetings. John Billis and Mathieu Larif volunteered to be part of this committee. Mathieu Larif motioned to set up such committee. John Billis seconded. As all were in favour, the motion carried unanimously.

ITEM 8. Any other business
Suet Chan, Treasuere, noted that the outstanding payment from Zurich received. The check from Allianz has still not been received. Abdur Rehman Malik will check with his Manager as he understood the cheque had been sent.

ITEM 9. Closing remarks
The Chair thanked everyone for their support and apologized for the confusion around the meeting agenda. The Executive Committee thanked Mathieu for taking the Chair mid last year and all the work he has done during his tenure. Mathieu Larif moved and it was seconded by Fred Mulroney Brooks, to adjourn the meeting. As all were in favour the motion was carried.

The meeting adjourned at 11:10 AM.

Next meeting is scheduled to be held on Tuesday March 2, 2021, from 9:15 a.m. to 12:15 p.m. for the AGM and the Executive Committee meetings.

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

Respectfully submitted,

Mathieu Larif

Chairperson of the Canadian Boiler & Machinery Underwriter' Association

Dated