Minutes of the Boilers and Pressure Vessels (BPV) Advisory Council meeting of the Technical Standards and Safety Authority (TSSA) held in Ontario Boardroom 345 Carlingview Drive, Toronto, Ontario at 9:30 a.m. on the 7th day of December, 2016.


In attendance: Michael Beard, President and CEO (all items except 15), Mike Adams, Director of Boilers and Pressure Vessels and Operating Engineers (all except item 15), James Ban, Co-op Student, (all items except 15), Sandra Cooke, Ombudsperson, (item 10), Maram Khalif, Council Coordinator (all except item 15), Humphrey Kisembe, Policy Advisory (all items except 15), Kersti Pikk, Policy Advisor, (all items except 15), David Scriven, VP Research and Corporate Secretary (items 11 and 12), Supraja Sridharan, Advisor (item 7), and Cathy Turylo, Manager of BPV Engineering, (all except item 15), and Peter Wong, VP Operations, (all except item 15).

Guests: Nathan Fahey, Senior Policy Advisor, Ministry of Government and Consumer Services (MGCS) (all except item 15) and Daniel Hoornweg, Chief Safety Risk Officer (CSRO) (items 1 to 11).


1. Constitution of Meeting

S. Lawrence, Chair, welcomed Council members and called the meeting to order.

Roundtable introductions followed. E. Narejko of Dofasco will replace D. Burella as a representative for the Owner/User sector.

As part of the safety moment, Council viewed a safety video highlighting safety in escalators, which is part of TSSA’s advocacy initiative. TSSA is exploring ways to publicize the safety videos through social media as well as traditional media.

2. Approval of Agenda

Council approved the agenda of the December 7, 2016 meeting.

3. Approval of the Minutes

Council approved the minutes of the May 4, 2016 Boilers and Pressure Vessels Advisory Council meeting as revised at the meeting, as being a true and correct record of that meeting.
4. Review Action Items from Last Meeting May 4, 2016

C. Turylo reviewed the action items with Council members noting that those highlighted were completed.

The outstanding items were updated during the meeting as follows:

**Standardized Orders**
- M. Adams provided an update on the progress of reviewing standardized orders noting that this action item was still in progress. While the initiative to standardize insurer recommendations with TSSA orders remains on hold pending the results of the BPV Regulatory Review Initiative, work has progressed on investigating the adoption of the National Board Violations Tracking structure to standardize insurer-recommendation/TSSA-order categories in line with those used by 30 jurisdictions across North America. The mapping of TSSA orders has commenced and will be presented to the next Canadian Boilers and Machinery Underwriters’ Association meeting in March 2017.

**Propane Tanks**
- The recommendations from the Propane Tank Task Group were reiterated. The outstanding issue remained the same as recorded on the action item. M. Adams will escalate this item with the National Board Inspection Code (NBIC) for follow up and reach a possible resolution. The BPVAC Chair noted this action item would remain open at BPVAC until completed.

**Agricultural Exemption**
- The MGCS representative presented and Council discussed some of the historical reasons for the exemption of greenhouses. In particular, the following were considered:
  - Ontario is the only province with such an exemption;
  - the size of the industry at the time of the exemption; and
  - The type of equipment used by the industry at the time of exemption.
- Council members organized a task group to focus on the greenhouse exemption issue. The members of this task force are: C. Turylo, K. Ramcharan, S. Lawrence, and B. Taylor.
- Moving forward, Council requested to have today’s discussion documented and shared with the newly created task group. The insurance sector agreed to provide any information applicable to claims from the agriculture sector or other data that might be useful in a review of the exemption.

**ACTION:** The agriculture exemption task force (included in the minutes) will meet to discuss the criteria for exemption and other issues pertaining to this exemption and will provide an update at the next meeting.

**ACTION:** M. Adams will follow up on the NBIC Part II Supplement 7 issue with NBIC for a possible solution.

**ACTION:** Agriculture Exemption Task Group members: C. Turylo, K. Ramcharan, S. Lawrence, and B. Taylor. The insurance sector agreed to provide any information applicable to claims from the agriculture sector or other data that might be useful in a review of the exemption.

5. Council Chair’s Report

Chair’s annual report to the President and CEO: As part of the advanced materials for this meeting, members received the Chair’s annual report highlighting Council’s accomplishment as well as future opportunities, which was treated as read.
Committee of Council Chairs (September 8, 2016) update: The Chair highlighted the topics discussed at the meeting, such as, challenges facing the regulation review of Upholstered and Stuffed Articles, changes being made to the Code Adoption Document process, and other information contained in the MGCS’ report.

The Chair also highlighted some of the findings in the evaluation and engagement council survey. He noted a more detailed result would be shared later under item 11.

He encouraged Council to attend TSSA’s Annual General Meeting which is held in September. He acknowledged the impact of the safety award winners for 2016.

6. TSSA President & CEO’s Report

As part of the advanced materials for this meeting, members received a report from the President and CEO regarding TSSA’s key activities over the last quarter, which was treated as read.

M. Beard echoed the importance of attending the AGM and further noted that the Council Chairs meet with TSSA’s Board of Directors prior to the AGM in informal setting.

The benefits and cost savings from the relocation of TSSA’s Head Office were also highlighted. M. Beard further highlighted the progress of 20/20 business initiative.

A video of TSSA’s safety award winners for 2016 video was shared at the meeting.

7. Annual State of Public Safety Report and Boilers and Pressure Vessels Compliance Report

With the aid of a PowerPoint presentation, which forms part of the record of the meeting, M. Adams and S. Sridharan provided an overview of the FY16 Annual State of Safety Report and additional boilers and pressure vessels safety and compliance results.

M. Adams further shared issues arising from a recent incident involving failure of both low water cut off systems at an unregistered boiler. The boiler was not insured but was installed in an insured building. TSSA is exploring ways to educate the public about this type of safety risk by utilizing social media and through Director’s Orders.

8. Ministry of Government and Consumer Services (MGCS)

As part of the advanced materials for this meeting, members received a report from MGCS, which was treated as read.

N. Fahey noted that as part of the Regulatory Renewal Initiative, MGCS is considering the possibility of merging Operating Engineers and Boilers and Pressure Vessels regulations.

9. Boilers and Pressure Vessels Regulatory Compliance Initiative

With the aid of a PowerPoint presentation, which forms part of the record of the meeting, N. Fahey provided an overview of information on the Boilers and Pressure Vessels regulation review process.
He emphasized that the BPV regulation review was initially limited to one area of the regulation and was not a comprehensive review unlike the Operating Engineers Regulation that is underway. N. Fahey described in detail the planned consultation process. The BPV regulation consultation paper will be posted on the Ontario Regulatory Registry website in Spring 2017.

Council noted that there would be no advisory council meeting until after the posting of the consultation paper to the Regulatory Registry and as a result, the ministry will provide feedback in timely manner.

10. TSSA’s Ombudsperson’s Office Update

With the aid of a PowerPoint presentation, which forms part of the record of the meeting, S. Cooke introduced TSSA’s Ombudsperson’s office. She noted that BPV has the least amount of issues relative to all issues she receives.

11. BPVAC Evaluation and Engagement Survey Result 2016

As part of the advanced materials for this meeting, Council received BPVAC evaluation and engagement survey result 2016, which was treated as read.

Prior to his report update, D. Scriven introduced D. Hoornweg, TSSA’s Chief Safety Risk Officer (CSRO) and outlined his role at TSSA.

He followed with providing information on historical purposes for developing and conducting the advisory council evaluation and engagement survey. In the past surveys, Council recommended the development of a Council Portal and tracking of priority safety issues. D. Scriven continued by providing an overview of the key findings from the recent BPVAC evaluation survey.

Council encouraged TSSA to prepare a report outlining key overall findings from the survey including an action plan in response.

ACTION: D. Scriven to prepare a summary report of the key overall findings from the Advisory Council survey including an action plan in response.

12. Setting Safety Priority

As part of the advanced materials for this meeting, Council received a document containing the current Council priority issues, as well as, historical issues, which was treated as read.

D. Scriven referenced the National Public Safety Advisory Committee (NPSAC) and noted that it will be considering opportunities to address the burden from having each jurisdiction require a CRN for fittings and boilers in Canada.

Following facilitated discussion, Council agreed to prioritize the following areas (without specific rating of level of priority):

- Regulation review – on going priority
- Propane tank task force recommendations until completion
- Agriculture exemption – a new priority
- Unlicensed operations
The issue of counterfeit equipment was also discussed and there was no consensus achieved regarding the role TSSA plays in addressing this concern. Council discussed ways to have a forum for public discussions among the industry. Council determined that it might be best to consider the counterfeit issue after the agriculture exemption issue is addressed, likely sometime in the next year.

13. Discussion of Member Topics

*Pressure safety valve internal frequency process:* With the aid of a PowerPoint presentation, which forms part of the record of the meeting, C. Turylo highlighted the process for pressure relief valve as it related to the new process being considered for the BPV Code Adoption Document (CAD).

*CAD process:* With the aid of a PowerPoint presentation, which forms part of the record of the meeting, C. Turylo highlighted the new Code Adoption Document process for review by MGCS, which will now include a formal public review posting on the TSSA website as part of the process. Posting for the CAD will be in early 2017.

14. Questions on Information Items and Other Business

There was no discussion under this item.

15. In Camera Discussion

Council met *in-camera* without TSSA staff and guests.

16. Termination

The meeting was terminated at 2:07 p.m. The next meeting is scheduled for May 3, 2017 at the new location at 345 Carlingview Drive, Toronto.