



Centre for Health and Safety Innovation - 5110 Creekbank Road, Mississauga

Utility Advisory Council Members

Utility	
Burlington Hydro	Joe Saunders
Enersource Hydro	Ray Bou
Festival Hydro	Jeff Graham
Guelph Hydro	Michael Wittemund
Hydro One	Lyla Garzouzi
Hydro One - Transmission	
Hydro Ottawa	Edward Donkersteeg
Kitchener-Wilmot Hydro	Lloyd Frank
London Hydro	Greg Sheil
Newmarket-Tay Hydro	Gaye-Donna Young
Orillia Power	Chris Burrell
PowerStream	Doug Fairchild
Toronto Hydro	Hani Taki
Veridian	Peter Petriw
Government/Regulatory	
Ministry of Energy	Vacant
Ministry of Labour	Vacant
Ontario Energy Board	
Safety Organizations	
IHSA	Dean Dunn
System Infrastructure	
Bell Canada/Telecom Industry	Tony Pereira
CSA Group	John O'Neil
ORCGA/Excavating Industry	Lori O'Doherty
Trades & Professions	
OACETT	
Ontario Electrical League	
Power Workers Union	Serge Laflamme
Consumers/Councils	
Consumer Advisory Council	
Industry Advisory Council	Vacant

Other Attendees

Darren Desrosiers (Hydro One Networks Incorporated), Tania Donovan (CSA Group), Lori Gallagher (Utilities Standards Forum), Bob Harrington (Hydro Ottawa Limited), Afreen Khan (Electricity Distributors Association), Kathy Lerette (Horizon Utilities Corp), Andrew Matchett (Peterborough Distribution Inc), Mike Ploc (Peterborough Distribution Inc), Lydia Ma (Government and Consumer Services), Jim Gillis (Cogeco Cable Incorporated)

ESA Attendees

Farrah Bourre, Patrick Falzon, Jason Hrycyshyn, Joel Moody, Martin Post



1 Notice & Quorum

- Introductions were done as several new people were in attendance at the meeting

2 Minutes of UAC Meeting

The following motion was carried:

Motion: To accept the minutes of the last meeting as read

Motioned by: Lloyd Frank

Second: Tony Pereira

Motion carried.

3 Utility Advisory Council (UAC) Membership Terms – Farrah Bourre

- In 2012 all UAC Member terms were set to zero
- ESA reviewed the membership and decided to renew all but one member
- ESA was asked about the process for becoming a member of the UAC?
 - o The UAC is currently at capacity for Utility members
 - o If there is interest in becoming a member please email Utility.Regulations@ElectricalSafety.on.ca to express your interest
- ESA was asked if Utility mergers would affect the membership if both Utilities had a seat on the UAC?
 - o In the case of a merger between Utilities, only one seat would be provided to the new Utility

4 Code Adoption Update – Farrah Bourre

- The Ontario Electrical Safety Code (OESC) will be distributed through [CSA](#)
- ESA has updated offerings with digital copies of the OESC and bulletins with bulletins being included in the cost of the OESC
- ESA was asked if the updated Bulletin 30-1030 would be included in the code bulletins

ACTION: Patrick Falzon to follow-up with Codes and Standards on bulletin 30-1030 (2014-10)

5 Serious Incident Reporting Working Group – Martin Post (presentation)

- The working group had their first meeting in November
- ESA is reviewing the feedback from the working group and will distribute a revised draft guideline to the working group for comment
- The revised guideline is expected to be ready to be issued to all Utilities in 2016



6 Pole Top Fires Working Group – Patrick Falzon

- The Working Group's work is almost complete
- Bulletin will be sent out in the next few weeks to all Utilities

7 Mandatory Reporting Stakeholder Consultation (Action Item 2015-06) – Martin Post

- ESA will solicit feedback from LDCs that have voluntarily reported information re: smart meters. Second, a Mandatory Reporting Working Group will be undertaken to obtain feedback and identify any further impact considerations of the proposed change. LDCs will be invited to participate through ESA's Utility Advisory Council and the Electricity Distributors' Association (EDA). ESA expects the working group to provide the feedback in 2016, however there is no timeline yet.

8 LDC Scorecard Component A – Farrah Bourre (presentation)

- ESA provided hard copies (available with the presentations) of the following documents to the UAC - Component A Public Awareness of Electrical Safety Measure for Licensed Electricity Distributors from the OEB, Appendix A: Scorecard Methodology and Implementation Guide Component A - Public Awareness of Electrical Safety, Appendix B: Biannual Standardized Scorecard Public Awareness of Electrical Safety (Telephone Questionnaire) and, Appendix C: Biannual Standardized Scorecard Public Awareness of Electrical Safety (Online Questionnaire)
- ESA will be setting up a webinar in January that LDCs can participate in to have questions answered about the survey
- April 30, 2016 LDCs are required to submit their results for Component A for 2015 (it is understood that the 2015 survey results will be from the beginning of 2016)
- The question was asked if any of the Utilities are considering doing this survey annually
 - o The OEB requires a bi-annual survey. This is preferable as it is difficult to see a change in awareness on an annual basis
- As the survey is done every other year the survey results for the following year will be the same as the previous year in which the survey was completed
- Once the method of survey delivery is chosen (phone, online, etc.) the method of delivery cannot be changed as the results would not be comparable over time
- The Customer Service survey and LDC Scorecard Component A survey cannot be done together as the Customer Service survey audience is the LDC customer and the LDC Scorecard Component A survey is for all people living in the Utilities service territory, not just customers



9 LDC Scorecard Component C – Jason Hrycyshyn (presentation)

- The criteria used to determine whether incidents submitted were counted on the LDC Scorecard Component C was shared
 - o Component C numbers included all incidents deemed reportable by the Regulator under Section 12, 22/04, except:
 - Worker initiated incidents where there was no death or critical injury of a non-worker (member of the public)
- Questions were asked about what is reportable
 - o There is currently a working group looking to clarify what is reportable under section 12 of the regulation
- It was asked if there is an instruction document available for the LDC Scorecard Component C
 - o An instructional document can be found on the [OEB website](#)
- ESA explained that the Serious Electrical Incident Reporting Working Group is looking only to clarify what is reportable under Section 12 and will not be reviewing LDC Scorecard Component C

10 Auditor Debrief - Jason Hrycyshyn (presentation)

- Statistics on compliance were shared
- Questions submitted by the Auditors and ESAs responses were discussed
- The Auditor focus for next year's audits was presented
- ESA was asked if there are any new auditors in the works
 - o There are currently 7 approved auditors as outlined in Bulletin [DB-09/15: Approved Auditors](#)
 - o There are no new auditors in the works and ESA encourages the UAC to bring forward any names of those that meet the qualifications to be an auditor

11 Compliance Assessment Overview – Jason Hrycyshyn (presentation)

- An overview of compliance with the regulation was given
- The majority of Warning Letters and Orders have gone to non Utility parties and typically fall under Section 10 of the regulation
- ESA was asked if DDIs and audits can be done in the same timeframe
 - o Due to the fact that there are 3 different Audit periods having the DDIs fall in the same timeframe as the Utilities Audit period is not feasible
- ESA may be looking at updating the current audit groupings due to Utility mergers and a request by the Auditors to move northern Utility audits away from the winter months



12 Holiday Safety Campaign – Farrah Bourre (presentation)

- ESA is using different mediums and channels to get the safety message to the Ontario public
- ESA has toolkits available to all Utilities on request
 - o PowerSteam is currently running radio ads with holiday messaging

13 Serious Electrical Incidents – Patrick Falzon (presentation)

- Incidents were reviewed
- The issue of zero setback and workers entering the limits of approach during and after constructions were discussed
- ESA was asked if they have considered issuing a bulletin that Utilities can give to Municipalities

14 Section 10 Proximity Issues – Jason Hrycshyn

- A communications company installed a coaxial cable in direct contact with a 2.4kV energized distribution line and on a chain link fence
- The Utility asked for ESA's assistance and ESA is currently creating a warning letter to be sent to the communications company
- The warning letter advises the company as to what laws were violated and that Orders and/or charges may be brought against them in the future
- Utilities felt that it was good to seek ESA's assistance on issues like this as many communication companies work in more than one Utilities' service area and while it may be the first issues in one area there can be issues from other areas

15 Porcelain Insulator Failures – Chris Burrell (Orillia Power)

- Orillia has been experiencing an increase in the number of porcelain cutout failures from cutout manufactured between 2005 and 2007. They are looking to see if anyone else has been experiencing this issue
- The manufacturer is doing analysis on the cutouts due to the spike in failures
- Other Utilities have said that they started experiencing this issue about 5 years ago
- BC Hydro had a similar issue and replaced every one on their system in a 2 year period
- CEATI is a source of information on this topic as they were involved with the BC Hydro issue



16 Voluntary Meter Reporting – Joel Moody

- ESA is looking to improve safety and minimize risk
- ESA was asked to what end are they asking for the voluntary meter reporting
 - o ESA has recognized a gap in safety under 750V and we are looking to close this gap
- A smart meter survival function chart was presented and Utilities felt that the statistics presented are not representative of the population of meters currently in service
 - o It was agreed that the information presented only represented failed meters from a limited number of Utilities and ESA asked if Utilities are willing to share their information on meters that have not failed
- As ESA receives more reports it will add to its data

17 Ontario Electrical Safety Report (OESR) – Joel Moody (presentation)

- Trends from the OESR were highlighted
- ESA was asked if the report separates Utility workers from electricians
 - o The report does not separate this information out, however ESA will make available incident information related to Utility owned assets

19 Next Meeting

The next meeting will be held **Thursday February 25, 2016**

The location of the next meeting will be:

The Centre for Health & Safety Innovation at 5110 Creebank Road, Mississauga.

Motion: Adjourn the meeting

Motioned by: Lyla Garzouzi

Second: Lloyd Frank

Motion carried