



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

**Utility Advisory Council Members**

<b>Utility</b>	
Burlington Hydro	
Enersource Hydro	Ray Bou
Festival Hydro	Ysni Semsedini
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
<b>Government/Regulatory</b>	
Ministry of Energy	
Ministry of Labour	
Ontario Energy Board	Stephen Cain
<b>Safety Organizations</b>	
IHSA	
<b>System Infrastructure</b>	
Bell Canada/Telecom Industry	Tony Pereira
CSA Group	John O'Neil
ORCGA/Excavating Industry	Lori O'Doherty
OSWCA	
<b>Trades &amp; Professions</b>	
OACETT	
Ontario Electrical League	
Power Workers Union	
<b>Consumers/Councils</b>	
Consumer Advisory Council	Joan Pajunen
Industry Advisory Council	

**Other Attendees**

Greig Cameron (Kitchener-Wilmot Hydro Incorporated), Lori Gallagher (Utilities Standards Forum), Jim Gillis (Cogeco Cable Incorporated), Ben Hazlett (Hydro Ottawa Limited), Stephanie Martin (MGCS), Maurice Tucci (Electricity Distributors Association), Tania Donovska (CSA Group), Jeff Graham (Festival Hydro)

**ESA Attendees**

Farrah Bourre, Normand Breton, Patrick Falzon, Jason Hrycyshyn, Martin Post



**1 Notice & Quorum**

- Martin Post was welcomed back to the UAC
- Introductions were done around the table

**2 Minutes of UAC Meeting**

The following motion was carried:

**Motion: To accept the minutes of the May 20, 2015 meeting as read**

**Motioned by:** Joan Pajunen

**Second:** Lloyd Frank

**Motion carried.**

**3 Financial Update – 2016 Regulatory Oversight Fees – Normand Breton**

- ESA advised the Council that there would be no change to the formula used to calculate the 2016 Regulatory Oversight Fees related to the administration of Regulation 22/04

**4 LDC Scorecard Safety Metric (Component B & C) – Normand Breton (presentation)**

- There was discussion about the safety metric, what constitutes a reportable serious electrical incident under Regulation 22/04, and how the statistics from the safety metric will be used in the future
- ESA is updating the [Guideline for Reporting Serious Electrical Incidents](#) and is looking for volunteers to be on the working group
- It was suggested that Utilities not on the UAC should have the opportunity to participate in this working group. The EDA will provide name of Utilities interested in participating.

**5 LDC Scorecard Safety Metric (Component A) – Farrah Bourre (presentation)**

- During consultation the Utilities felt that Component A needed more tweaking to move forward
- ESA is currently reviewing feedback received from the working group prior to sending out a revised Component A for broader consultation (targeting October 2015 to have this sent out)
- ESA will make its final recommendations to the OEB in November 2015
- The EDA has done a customer satisfaction survey and asked if it made sense to do the Component A survey at the same time
  - o The audience for each survey is very different so each survey would need to be done separately
- Some of the questions are very specific so it was asked if there can be a way to send the respondents to a website where they can get the correct answers to the Component A survey questions



ACTION: Farrah to send the updated Component A to the UAC and working group members before it is sent to the broader community for feedback (2015-11)

**6 Due Diligence Report (Residential Meters) – Jason Hrycyshyn (presentation)**

- The [Meter Safety Due Diligence Report](#) has been posted to the ESA website
- Recommendations from the report are being followed up with

**7 Mandatory Reporting (<750V) – Normand Breton**

- As part of the Due Diligence Review a webinar was held to share the recommendations of the Meter Safety Due Diligence Report with Ontario Utilities
- Bulletin [DB-08/15](#) was issued asking for voluntary reporting of meter incidents/failures
- ESA has been looking into how mandatory reporting <750V could be implemented, and a working group would be formed to provide feedback on implementation options
- ESA was asked if this would be specific to meters
  - o It would definitely include meters, and possibly could involve more than just meters
- Currently ESA is asking that safety concerns involving meters be reported right away and things that aren't an immediate safety issue to be reported on the quarterly report (both reporting forms are included with Bulletin DB-08/15)
- ESA is looking to receive everything to help better create a framework

**8 Mandatory Reporting (<750V) Stakeholder Consultation – Farrah Bourre**

- ESA will put together a working group and a broader consultation to review Mandatory Reporting <750V – January 2016 to March 2016 timeframe
- ESA will provide more information at the December 2015 UAC meeting

ACTION: ESA to provide more information on the Stakeholder Consultation for Mandatory Reporting <750V at the December 9, 2015 UAC meeting – Farrah Bourre (2015-06)

**9 Reporting Analysis – Jason Hrycyshyn (presentation)**

- ESA is currently reviewing information submitted in relation to the Itron Sentinel, Commercial & Industrial (347/600V) electricity meters

**10 Overvoltage and Life Saving Equipment (Action Item 2015-01) – Jason Hrycyshyn (presentation)**

- ESA Best Practice has been finalized and will be posted on the ESA website



**11 Meters Encased in Ice (Action Item 2015-03) – Jason Hrycyshyn (presentation)**

- The information submitted by Utilities has been reviewed and no safety issues were found at this time

**12 CAN/UL 2735C, Standard for Safety for Electric Utility Meters for Canada (Action Item 2015-04) – Patrick Falzon (presentation)**

- The standard went to ballot and did not pass
- Comments are currently being reviewed by a sub committee
- Working towards having a second ballot before the end of 2015

**13 General Survey and UAC Survey Results – Farrah Bourre (presentation)**

- The survey was for the UAC members to provide feedback on the council
- Survey results were highlighted
- ESA's focus and opportunities were shared

**14 UAC Work Plan (Action Item 2015-02) – Ysni Semsedini (presentation)**

- Updated Work Plan was discussed
- Ideas were discussed related to changing the format of the UAC meetings
  - o Discuss council business first then open the rest of the meeting through a call in/webinar to other attendees interested in the topic(s) being discussed
  - o Record information discussion so they can be made available on the ESA website
- It was felt that what is discussed at the UAC is important to all Utilities and all Utility main contacts should be made aware of the posting of UAC minutes
- Most CSA meetings are web based as not all members are able to travel for every meeting

ACTION: ESA to include all Utility main contacts on the notification of UAC minutes and presentations being posted on the website (2015-07)

**15 Street Lighting Guideline (2<sup>nd</sup> Edition) – Patrick Falzon (presentation)**

- An e-mail was sent to Municipalities and Street Lighting Asset Owners (SLAO) providing a link to the updated [Guidelines for the Design, Installation, Operation & Maintenance of Street Lighting Assets \(Version 2\)](#)
- Version 2 includes non bonded to ground legacy installations and what may be done to reduce step and touch potential hazards
- There is currently no intent to create a guideline for overhead street lighting
- Cogeco advised ESA that some SLAO's had been using the Cogeco cable as the ground. Cogeco has asked them to remove the grounding



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**Electrical Distribution Safety**

- ORCGA asked if ESA would present this guideline at the 'Right of Way' Symposium on November 24<sup>th</sup>
- ESA was asked if they would hold another symposium for revision 2 as it would help Municipalities understand their responsibilities
  - o ESA will not be holding a symposium for this revision of the Guideline

**16 2015 Ontario Electrical Safety Awards – Farrah Bourre (presentation)**

- 2015 Recipients of the awards were showcased

**17 Serious Electrical Incidents – Patrick Falzon (presentation)**

- Tree trimming fatality, window cleaner contact, siding installer contact and electrical worker contact were discussed

**18 Pole Top Fires Working Group – Patrick Falzon (presentation)**

- An update on the progress of the working group was given
- It was indicated that Goderich has a salt mine an operations and may have some best practices around pollutants on distribution equipment
- CSA would like to know what we learn in the working group as the standards have testing requirements that may need to be reviewed
- It was asked if we are able to check the insulators involved in tracking against the standard of the day when they were built.
  - o CSA has archived standards that could be used to do this
- Evidence has shown that cut-outs are also responsible for causing pole top fires. Currently there is no standard that allows for a larger cut-out to be used to increase the tracking distance.

**19 New Business**

**Connection Authorization – Jeff Graham – Festival Hydro**

- ESA has stated that if a customer is disconnected to trim trees then the customer requires a connection authorization for reconnection. Festival asked ESA to confirm this. Festival also asked for ESA to confirm if this is true when the Utility disconnects at the pole.

**ACTION:** Get clarification from Regulatory if a connection authorization is required when a customer is doing tree trimming irrespective of where the utility performs the disconnection - Patrick Falzon (2015-08)

**Meter Transfer Devices – Edward Donkersteeg – Hydro Ottawa**

- [DIB-06/12 Meter Base Mounted Transfer Devices](#) does not talk about the requirements for these devices to be approved
- A Utility has indicated that some of these devices being installed in their service territory have no approval markings on it



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**Electrical Distribution Safety**

- ESA has indicated that meter base mounted transfer devices are required to have an approval marking on it. Recognized certification marks that are acceptable in Ontario can be found on the [ESA website under the Electrical Products section](#)

**Plastic Water Pipes Replacing Copper - Edward Donkersteeg – Hydro Ottawa**

- The City of Ottawa is installing plastic pipes into consumer homes and this is removing the ground that has been used up to this point and is creating a situation of a floating neutral
- This is happening as part of water system upgrades and the consumer is not thinking that their electrical could be affected

ACTION: Hydro Ottawa to provide some location to ESA Utility Regulations where copper water pipes have been replaced with plastic pipes removing the customers path to ground (2015-09)

ACTION: ESA to look into how the scenario of copper water pipes being replaced with plastic pipes removing the customers path to ground has been handled in the past from an OESC perspective – Patrick Falzon (2015-10)

**Updating Regulation 22/04 – Normand Breton – ESA**

- ESA is looking at a number of issues that may necessitate changes to Regulation 22/04
- If changes to the regulation were to happen this would be towards the end of 2016
- It was asked if the Guidelines should also be reviewed and reaffirmed or updated?
  - o Reviewing the Guidelines is a good idea and the Section 12 Guideline is a good place to start this process
- ESA has also published a number of Bulletins related to the Guidelines that should be incorporated into the Guidelines

**2016 UAC Meeting Dates**

- February 25, 2016
- May 19, 2016
- October 6, 2016
- December 8, 2016

**20 Next Meeting**

The next meeting will be held Wednesday December 9, 2015

The location of the next meeting will be:

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

**Motion:** To Adjourn the Meeting

**Motioned by:** Peter Petriw

**Second:** John O'Neil

**Motion Carried**