



Utility Advisory Council Members

LDC/Owner-Operator

Alectra Utilities	Vicky Khamar
Burlington Hydro	
Elexicon Energy Incorporated	Faisal Habibullah
Festival Hydro	Jeff Graham
Hydro One	Darren Desrosiers
Hydro One - Transmission	Ajay Garg
Hydro Ottawa	Edward Donkersteeg
Kitchener-Wilmot Hydro	Shevan Mustafa
London Hydro	Greg Sheil
Newmarket-Tay Power Distribution Ltd.	Alex Braletic
Toronto Hydro	Hani Taki

Government/Regulatory

CSA Group	Mark Humphries
IHSA	Al Leger

General Interest

Bell Canada/Telecom Industry	Tony Pereira
Consumer Advisory Council	Sandy Manners
Power Workers Union	Patrick Fee

Other Attendees

Sharmila Uruthiranandasivam (MGCS), Mike Mason (Orangeville Hydro), Chris Kleberg (Hydro One), Glenn Sturdy, Lori Gallagher (USF), Kathry Farmer (EDA), Fred Kouhdani (Hydro One – Transmission), Catherine Ethier (OEB), Ryan Zade (MOE), Hilton Thomas (Orangeville Hydro)

ESA Attendees

Jason Hrycyshyn, Sean Burger, Patrick Falzon, Nansy Hanna, Allison Hawkins, Claire Loucks, Aisling O'Doherty, Ray Yousef, Saira Husain, Emily Larose



1 Notice & Quorum

- Meeting has quorum

2 Minutes of UAC Meeting

The following motion was carried:

Motion: To accept the minutes of the February 4, 2021 meeting

Motioned by: Ajay Garg

Second: Mark Humphries

Motion carried.

3 Terms of Reference and Code of Conduct - Allison Hawkins

- ESA was asked about challenges over the last couple of years with achieving quorum and how the updated Terms of Reference addresses this
 - o In the updated Terms of Reference the minimum number of voting members has been reduced. This will help ensure that inactive voting members are not maintained as voting members to meet member group minimums. This change should increase the ability of the council to achieve quorum
 - o Quorum rules have also be updated to 66% of council members vote, truncated to the nearest integer value

The following motion was carried:

Motion: To accept the Terms of Reference June 2021 and Advisory Council Code of Conduct April 2021

Motioned by: Hani Taki

Second: Darren Desrosiers

Motion carried.

- Council was asked to complete and sign the Advisory Council Code of Conduct and return to Utility Regulations (Utility.Regulations@ElectricalSafety.on.ca)
 - o Electronic signatures are acceptable to ESA



4 Council Membership - Nansy Hanna

- ESA has randomly grouped the Council members into 3 groups
 - o Group 1: Term will be completed in June 2022
 - o Group 2: Term will be completed in June 2023
 - o Group 3: Term will be completed in June 2024
- Members will now be in 2 groups
 - o LDC/Owner-Operator, and
 - o General Interest
- There are no limits on the number of terms a Member can renew

Member Type	Member Holding Seat	Group
LDC/Owner-Operator	Alectra Utilities	2
LDC/Owner-Operator	Burlington Hydro	1
LDC/Owner-Operator	Festival Hydro	2
LDC/Owner-Operator	Hydro One	3
LDC/Owner-Operator	Hydro One - Transmission	1
LDC/Owner-Operator	Hydro Ottawa	2
LDC/Owner-Operator	Kitchener-Wilmot Hydro	3
LDC/Owner-Operator	London Hydro	3
LDC/Owner-Operator	Newmarket-Tay Power Dist.	1
LDC/Owner-Operator	Toronto Hydro	1
LDC/Owner-Operator	Elexicon Energy	1
General Interest	Bell Canada/Telecom Industry	2
General Interest	Power Workers Union	2
General Interest	Consumer Advisory Council	3
General Interest	IHSA	1
General Interest	CSA Group	3



5 Scorecard Information - Provided to all Electrical Distributor's with Scorecards - Jason Hrycyshyn

- Scorecard information was emailed to the LDCs at the end of February.
- If you need to update your scorecard information contact, please contact Utliity.Regulations@electricalsafety.on.ca

6 Guideline for Distributed Energy Resources (DER) - 1 Year Revisit - Jason Hrycyshyn

- ESA does not have any recommended updates/changes
- ESA has not received any requests for updates/changes
- The OEB has a couple of issues on the go with respect to DERs, does it make sense to keep reviewing this guideline annually to respond to any direction or changes that come from the OEB
- The review date will be no later than when the OEB completes it work or June 2022 (review in June 2022 if the OEB is still working on this)
- The council was in agreement on this approach

7 Flash Notice 20-26-FL: Potential electrical hazards associated with the replacement of metallic water meters or water supply lines - Patrick Falzon

- Patrick advised of the flash notice posted to the [ESA website](#) and some of the issues and considerations

8 AG #10 - DDI Process Review and Revision - Sean Burger

- ESA had an external Auditor come in and they
 - o Observed that "... ESA did not require the distributors to submit evidence that the Key Due Diligence Findings were resolved by the distributors. It was therefore unknown if the distributors ever successfully resolved the DDI issues."
 - o Recommended that "ESA require distributors to provide evidence such as changes to a standard, policies, distributor's own design and inspection checklists, etc. to indicate that its action plans will eliminate the findings from happening at any site in the future."
 - o Recommended that ESA issue a "Closing Letter" concluding the DDI once the distributor implements the Action Plan & Timelines
- ESA is proposing to increase the requirement for evidence of completing Action Plan for N/C findings



- NI findings still require an action plan and timelines to be submitted, however ESA will not require evidence for completion
- ESA was asked about extending the 10 day timeline for responding to a DDI Draft report as some issues require additional departments or information that can take longer to engage
 - o The 10 day timeline will be reviewed
 - o ESA will look back at the past DDI responses and see who has responded within that timeline to inform the number of days going forward
- ESA was asked if this follow-up on N/C issues can be done by the auditor during the annual Regulation 22/04 audit.
 - o ESAs reasoning for the proposed process was that ESA started the process so we would need to obtain the necessary evidence to close the process
 - o This was not a solution that ESA considered, and ESA can take this back and look at it
- The Council had no objections to ESA moving ahead with the proposed updated process

9 AG#10 - Working Group - Verification for Accuracy of Declaration of Compliance (DoC) - Jason Hrycyshyn

- ESA had an External Auditor come in and they
 - o Observed that "... no objective third party review of the Declaration of Compliance for the majority of the filings."
 - o Recommended that "The ESA should consider requiring distributors to conduct an objective review and validation of declaration processes by independent internal or external auditors to ensure consistency, accuracy, and reliability of declaration of compliance findings. Specifically, the ESA may consider expanding the audit scope for the 3rd party to include this review."
- Primary Recommendations for Discussion, which were generated from a UAC working group assigned to address the topic.
 1. Maintain the existing procedures. (i.e. No change)
 2. Recognizing the option for an External Auditor and audit, as an option, in the event ESA is looking for information to support an Annual Declaration of Compliance. The decision would be ultimately made by ESA, with the goal that the parties involved would mutually agree on the most effective option.
- The suggestion was made that the review of the previous year's DoC could be done the by Auditor during the current Regulation 22/04 audit
- There were concerns about the extra cost associated with verification of the DoC



- It was noted that ESA have the ability to engage an auditor if needed, under the existing procedure
- The suggestion was made to validate the DoC on a schedule like every 3 years
 - o This was considered during the working groups discussions
- The Annual Compliance Guideline already has provisioning for ESA requesting additional information to support the declaration
- The attendees were asked for their preference of Recommendation 1 or 2 from above
 - o Recommendation 1: 10 in favour
 - o Recommendation 2: 4 in favour
- ESA appreciates the work of the working group and council. ESA will review the advice provided and will generate next steps.

10 Meter Failures Update - Nansy Hanna

- The process is ongoing
- ESA is currently in communication with the manufacturer

11 5G Installation Methods - Patrick Falzon

- The council was provided details of a communication provider and Consultant approaching ESA to discuss feasible options to install small cell radios on concrete streetlight poles in underground residential areas
- The council was informed that ESA documented some points of discussion for items such as multiple conductor runs within the pole and the field installation of an additional handhole.

12 Guideline Review - Excavation in the Proximity of Underground Distribution Lines - Version 3.0 - Jason Hrycyshyn

- Supporting Broadband and Infrastructure Expansion Act, 2021 indicates that locates will be provided within 10 days
- Regulation 22/04
 - o 10(4) The distributor shall provide reasonable information with respect to the location of its underground distribution lines and associated plant within a reasonable time. O. Reg. 22/04, s. 10 (4).
- The Guideline for Excavation in the Proximity of Underground Distribution Lines - Version 3.0
 - o 3.2 The distributor shall make every reasonable effort to respond to locate requests by providing locates within 5 business days of receiving the request. In emergency situations, the distributor shall follow the necessary



timelines as required by Ontario One Call. An emergency situation locate is to be responded to within 2 hours.

- ESA wants to ensure there are no conflicting requirements and requested the council's advice on this issue.
- It was noted that the One Call Act outlines that 10 business days is required for broadband locates however other locates are required to meet the 5 days (S.6).
 - o Non broadband it says every attempt to meet 5 business days and the broadband says within 10 days.
- ESA will review adding a note to the guideline to the effect of if you are experiencing an uptick in work related to another act then the 5 days wouldn't apply
 - o Link to the One Call Act
- ESA will review making this change to the guideline and share with the Council via email for feedback

Action Item 2021-02-01: Guideline Review - Excavation in the Proximity of Underground Distribution Lines - Version 3.0. ESA will review updating the Guideline to the effect of if you are experiencing an uptick in work related to another act then the 5 days wouldn't apply and link to the One Call Act. This update will be emailed to the council for review and feedback. – Jason Hrycyshyn

13 Up to Speed: Ontario's Broadband and Cellular Action Plan - Jason Hrycyshyn

- Bulletins that provide LDCs with relevant direction:
 - o Previous Standards Bulletin (DB-01-20-v1)
 - o Materially Insignificant Bulletin (DB-07-15-v2)
 - o LDC Review of Plans (DB-10-12-v1)
 - o Certificate of Deviation Approval - Make-Ready Work (DB-11-12-v2)
 - o Certificate of Deviations – Certified Lists (DB-02-16-v1)
- ESA was asked about reviewing the Guideline for 3rd Party Attachments
 - o ESA will be looking to revise this guideline
 - o ESA will ask for volunteers and target the fall/winter of 2021 to convene a working group
 - o There is an industry working group that ESA is a part of looking at this issue so it may be good to see what outcomes come from this group before revising the 3rd Party Attachments guideline



14 Bulletin Revision – Materially Insignificant - Jason Hrycyshyn

- Bulletin [DB-07-15-v2](#) was updated and is posted on the ESA website
 - o The v2 bulletin was circulated to the UAC for comments and those comments have been incorporated
- Several LDCs were concerned about 3rd Party Attacher's fibre overlash being used as an example of materially insignificant. None of these LDCs would consider it materially insignificant and they have been receiving pressure from 3rd party attacher's to accept it as materially insignificant. ESA explained that including it as an example would provide assurance to LDCs that there will be no concerns from compliance perspective if an LDCs considered it materially insignificant
 - o ESA was asked about the possibility changing the example

15 Powerline Safety Week - Saira Hussain

- The performance of the past year's powerline safety campaign was reviewed

16 Bulletin Revision - Certificate of Deviation Approval - Make Ready Work - Jason Hrycyshyn

- ESA is proposing a new version of the "Certificate of Deviation Approval - Make Ready Work" Bulletin
- The revision was initiated by the Accelerated Broadband Program
- Clarifications to the "ESA Direction" section were made, including adding additional examples.

17 Obtaining Distributor Standards for DDI Inspections - Sean Burger

- ESA will be requesting Engineering Standards (digitally) to perform Due Diligence Inspections
- Process (Controls) are under development
 - o Standards will be requested from the Main Utility Contact annually
 - o ESA staff will manage the standards as confidential
- There is a lack of consistency with ESA Inspectors getting the standards necessary to complete their Due Diligence Inspections
- ESA was asked about
 - o NDA's – would the LDC be signing an agreement from ESA or would ESA be signing the LDCs agreement?
 - ESA would be signing the LDCs NDA
 - o Would ESA be requesting standards from all LDCs?
 - From all LDCs



- Should ESA work with their inspectors to make sure what is being requested of the LDC by the inspector is correct so they have the necessary documents to perform their inspection instead of requesting all the standards from the LDCs?
- Challenges with getting the standards
 - LDCs that are a part of USF also have additional standards which vary between LDCs
 - Maintaining current standards for a little over 60 LDCs
 - This could potentially create a lot of work for LDCs to provide complete standards to ESA on a regular basis
- ESA will have more discussion internally and with some LDCs to decide the best direction to take

18 AG recommendation on Administrative Monetary Penalties (AMPs) - Emily Larose

- ESA addresses illegal electrical installations through warning letters, suspensions and prosecutions
- ESA's oversight would be more effective if we were able to issue AMPs
- Could also apply to the Utility industry in cases such as interference with distribution equipment
 - Not a big focus of ESAs current prosecutions

19 Distributor Scorecards - Component 'C' (SEIR) - Darren Desrosiers

- Hydro One has seen a jump in incidents since the guideline was revised in 2017
- Challenge is: how do these incidents report on how safe a LDC is?
 - Not really a metric that provides insight into the safety of a LDC
- Requests
 - LDCs have a choice to change this metric to the average of either 3 or 5 years
 - 3 years would reduce the increase shown in incidents
 - Working group to review the issue to ensure the best metric for evaluating LDC safety performance
 - Currently the SEI Target Calculation 5 year average of incidents x 70%
- The OEB asked ESA to develop a safety metric for the LDC Scorecard, and the details were left to ESA
- There are concerns with how the current safety metric is affecting the LDCs scorecards. A lot of the incidents would be classified as foreign interference from a reliability standpoint and they wouldn't be counted, as they are outside of the control of the LDC.
- ESA will consider convening a working group to review the safety metric for the LDC Scorecard
 - ESA will look at the timing of this working group



Electrical Distribution Safety

- Hydro One has offered to chair the working group

Motion: To adjourn the meeting

Motioned by: Vicky Khamar

Second: Edward Donkersteeg

June 10, 2021

Scorecard Information - Provided to all Electrical Distributors

Information

Utility Advisory Council
Jason Hrycshyn



Scorecard Information - Provided to all Electrical Distributors

Electrical Distributor Scorecard Information

ESA wanted to inform the Council that the information for the Scorecard, that Electrical Distributors receive from ESA was delivered on schedule. (End of February).

If any Electrical Distributor has not received their information or requires contact information to be updated. Please contact ESA by email at Utility.Regulations@electricalsafety.on.ca.



Contact Us

Electrical Safety Authority
155 Matheson Blvd. West
Mississauga, ON L5R 3L5
Utility.Regulations@electricalsafety.on.ca

Visit our website: esasafe.com

Visit us on social media:



@homeandsafety



@ElectricalSafetyAuthority

June 10, 2021

Guideline for Distributed Energy Resources (DER) - 1 Year Revisit

Feedback

Utility Advisory Council
Jason Hrycshyn



Guideline for Distributed Energy Resources (DER) - 1 Year Revisit

BACKGROUND INFORMATION

The Utility Advisory Council suggested that the Council review the “Guideline for Distribution Energy Resources – v2 annually. The annual period ended **January 31, 2021**.

ESA is not suggesting any changes at this time.

ESA has no record of receiving any requests for changes.

ESA is requesting feedback regarding next steps. (e.g. reaffirmation, and date for the next scheduled review).



Contact Us

Electrical Safety Authority
155 Matheson Blvd. West
Mississauga, ON L5R 3L5
Utility.Regulations@electricalsafety.on.ca

Visit our website: esasafe.com

Visit us on social media:



@homeandsafety



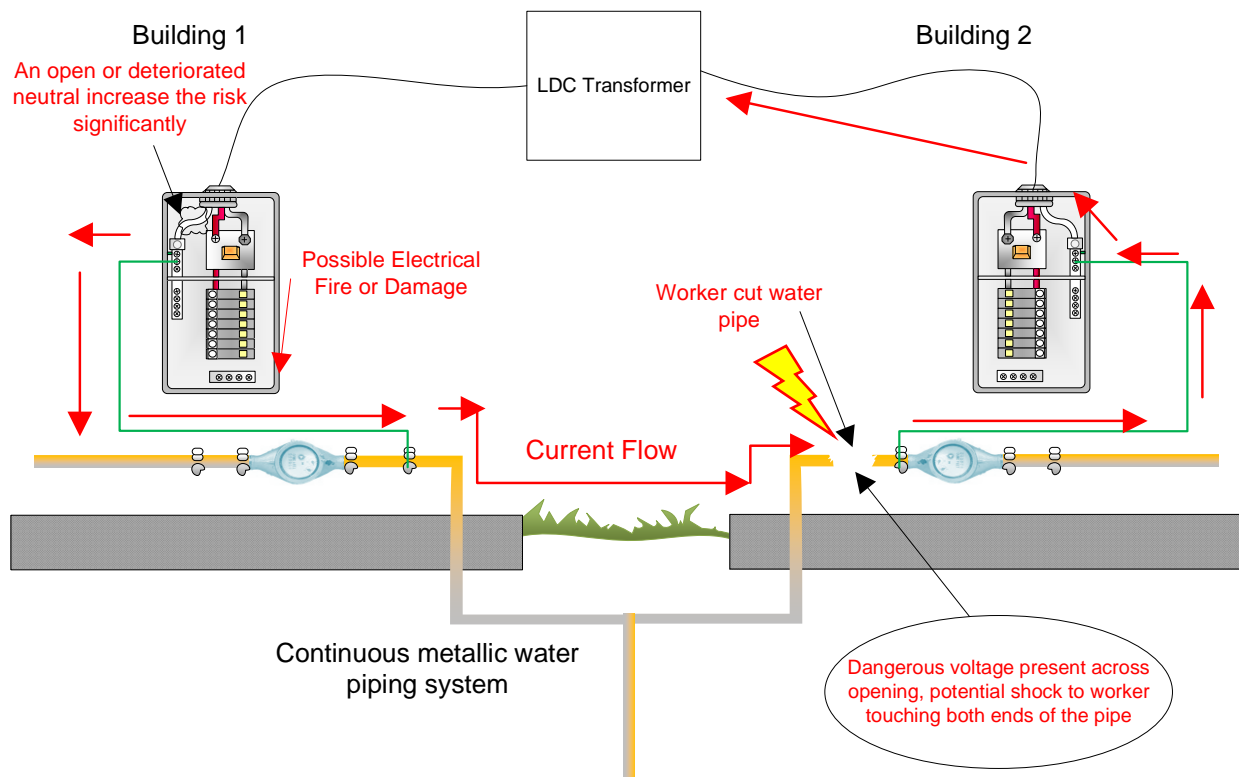
@ElectricalSafetyAuthority

Potential electrical hazards associated with the replacement of metallic water meters or water supply lines

Caution

Workers who undertake the replacement of a metallic water meter or metallic water piping system should be aware of a possibility of electrical shock or arcing occurring when the continuity of the water piping is interrupted. **Always assume there may be flow of electricity in the piping system and deal with the metallic water pipes as if they are energized.** A latent fault of a disconnected or deteriorated neutral connection in the electrical system will increase the risk significantly, and removing a water meter or cutting the metallic piping system within or exterior to a building may cause an electric shock to the worker.

Diagram F1 - a cut in metallic water pipe may result in dangerous voltage across the opening



Extreme care must be taken when replacing metallic water meters or cutting domestic metallic water supply lines within or exterior to buildings.

Recommendation:

ESA recommends contacting a Licensed Electrical Contractor (LEC) to assess the condition of the existing electrical system including the neutral and grounding electrode connections. In some cases, arcing may be indicative of a more serious problem with the electrical system which requires investigation by an LEC. The Local Distribution Company should be notified if the LEC has determined the arcing is from external sources.

1. Replacement of metallic water meters or repair of metallic piping systems

An LEC may not be able to detect latent conditions in other premises or within the LDC's infrastructure. For this reason, it is imperative that the continuity of the piping system be kept intact when cutting or replacing a domestic water meter is carried out. The installation of a temporary jumper (minimum No. 6 AWG copper wire) with clamps made for the application across the water meter or between broken sections of metallic pipe would be adequate to ensure the continuity of the grounding electrode is maintained with this type of work.

2. Replacement of continuous metallic supply line with non-conductive water supply line

When replacing the metallic water supply line to non-conductive water supply line, a new ground electrode is required to be installed by an LEC prior to the existing piping/grounding electrode being removed. **Connection to a grounding electrode is considered electrical work. A notification shall be filed with ESA.**

Utility Advisory Council June 10, 2021

Information

Flash Notice-Potential Electrical Hazards Associated with the Replacement of Metallic Water meters or Water Supply Lines

Patrick Falzon, C. Tech
Powerline Safety/Code Specialist
Powerline Safety Group
Electrical Safety Authority

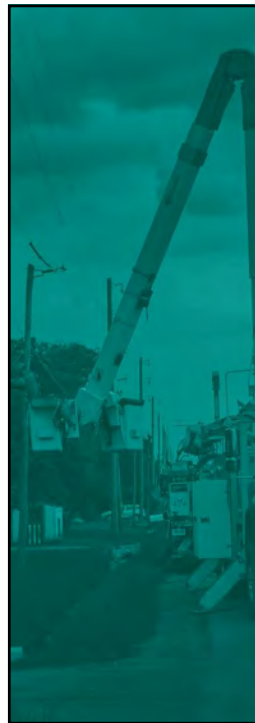


Flash Notice-Stockpile Near Overhead Powerlines

Background

- ESA has been informed of a Municipality where a large number of metallic water piping underground or within the dwelling unit has failed
- Potential for plumbers to receive an electrical shock when breaking the continuous connection
- Flash Notice highlights the potential shock hazards





FLASH

May 6, 2021

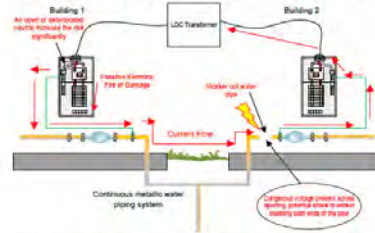
Flash 20-26-FL
Supersedes 19-26-FL

Potential electrical hazards associated with the replacement of metallic water meters or water supply lines

CAUTION

Workers who undertake the replacement of a metallic water meter or metallic water piping system should be aware of a possibility of electrical shock or arcing occurring when the continuity of the water piping is interrupted. Always assume there may be flow of electricity in the piping system and deal with the metallic water pipes as if they are energized. A latent fault of a disconnected or deteriorated neutral connection in the electrical system will increase the risk significantly, and removing a water meter or cutting the metallic piping system within or exterior to a building may cause an electric shock to the worker.

Diagram F-1 - a cut in metallic water pipe may result in dangerous voltage across the opening



Extreme care must be taken when replacing metallic water meters or cutting domestic metallic water supply lines within or exterior to buildings.

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Flash 20-26-FL

Page 1 of 2



FLASH

May 6, 2021

Recommendation:

ESA recommends contacting a Licensed Electrical Contractor (LEC) to assess the condition of the existing electrical system including the neutral and grounding electrode connections. In some cases, arcing may be indicative of a more serious problem with the electrical system which requires investigation by an LEC. The Local Distribution Company should be notified if the LEC has determined the arcing is from external sources.

1. **Replacement of metallic water meters or repair of metallic piping systems**
An LEC may not be able to detect latent conditions in other premises or within the LDC's infrastructure. For this reason, it is imperative that the continuity of the piping system be kept intact when cutting or replacing a domestic water meter is carried out. The installation of a temporary jumper (minimum No. 6 AWG copper wire) with clamps made for the application across the water meter or between broken sections of metallic pipe would be adequate to ensure the continuity of the grounding electrode is maintained with this type of work.
2. **Replacement of continuous metallic supply line with non-conductive water supply line**
When replacing the metallic water supply line to non-conductive water supply line, a new ground electrode is required to be installed by an LEC prior to the existing piping/grounding electrode being removed. Connection to a grounding electrode is considered electrical work. A notification shall be filed with ESA.

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Flash 20-26-FL

Page 2 of 2

https://esasafe.com/assets/files/esasafe/pdf/Electrical_Safety_Products/Flash_Notices/20-26-FL.pdf

3 UAC June 10, 2021



Contact Us

Electrical Safety Authority

155 Matheson Blvd. West

Mississauga, ON L5R 3L5

Utility.Regulations@electricalsafety.on.ca

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4 UAC Presentation | UAC June 10, 2021

June 10, 2021

Due Diligence Inspections Auditor General Recommendation

Feedback

Utility Advisory Council
Sean Burger, P.Eng.



Due Diligence Inspections Auditor General Finding

ESA had an External Auditor come in and they

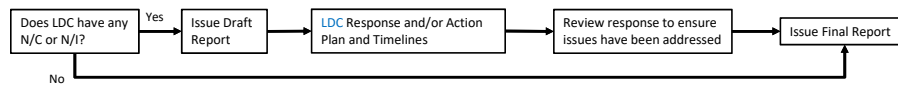
1. **Observed** that "... *ESA did not require the distributors to submit evidence that the Key Due Diligence Findings were resolved by the distributors. It was therefore unknown if the distributors ever successfully resolved the DDI issues..*"
2. **Recommended** that "*ESA require distributors to provide evidence such as changes to a standard, policies, distributor's own design and inspection checklists, etc. to indicate that its action plans will eliminate the findings from happening at any site in the future.*"

ESA issue a "Closing Letter" concluding the DDI once the distributor implements the Action Plan & Timelines

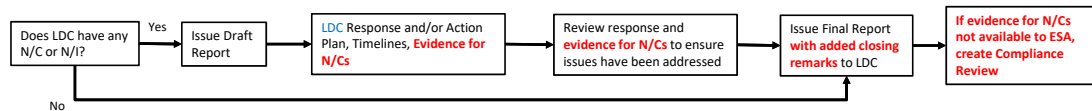
Due Diligence Inspections ESA Proposed Option to Address Audit Finding

1. Increase requirement for evidence of completing Action Plan for N/C findings.
2. Add closing remarks in Final Report, accepting the action plan and evidence provided.
3. If evidence for N/C finding not available to ESA, create Compliance Review.

Current Process



Proposed Process



3 June 10, 2021

Due Diligence Inspections ESA Proposed Option to Address Audit Finding

Example of N/C finding which may require evidence of Action Plan:

Non Compliance with Reg 22/04 Finding:

Work Instructions do not include guying information.

Example Action Plan / Timeline:

Introduce Engineering processes to include applicable guying design details in all Work Instructions by the end of current annual quarter.

Example Evidence of Completion of Action Plan

Training package with records, BBP, design checklist, sample of work instructions, etc.

4 June 10, 2021

Due Diligence Inspections Final Report (Revision on last page of Report)

Electrical Safety Authority

Due Diligence Inspection Final Report

City of Representative: _____ Month, Day, Year: _____

**** This document is a FINAL REPORT and constitutes the Due Diligence Inspection ****

EXECUTIVE SUMMARY:
In order to ensure compliance with Regulation 22816, Electrical Safety Authority (ESA) will perform Due Diligence Inspections of Low Voltage Companies (LVCs). Due Diligence Inspections are performed to ensure the construction in the field is in accordance with the rules, work instructions, and/or approved designs. This document summarizes the findings.

INSPECTION OBSERVATIONS:

Inspector (Name)	Type	Location
Inspector (Name)	Overhead Distribution	East & West, 4540/12345678

NAME OF INSPECTION:
UTILITY AREA CONTACT:
MAIN LDC CONTACT:

ISSUES:

- 1.0: ASSESSMENT FIRE/EXPLOSION HAZARDS
- 2.0: NON-COMPLIANCE TO REGULATION 22816
- 3.0: NEEDS IMPROVEMENT
- 4.0: SAFETY RELATED OBSERVATIONS
- 5.0: MISCELLANEOUS OBSERVATIONS

ESA would like to express thanks to [LDC Name] for the cooperation and support during this Due Diligence Inspection. The Due Diligence Final Report constitutes a Closing Letter and no further action from [LDC Name] is required at this time unless there are unresolved issues of Non-Compliance. Any unresolved issues of Non-Compliance will initiate a Compliance Review.

If you have any questions or feedback please feel free to contact [JR Representative].

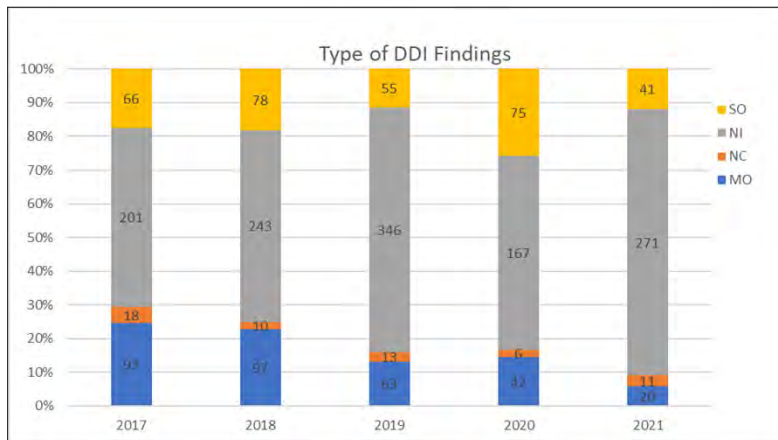
Sincerely,
[JR Representative]
(Printed Name in Title)

Month, Day, Year: _____ Year: _____

Prevental Office: 1000 Main Street, Suite 200, Mississauga, Ontario L5B 3L2
Telephone: (905) 712-5855 Fax: (905) 712-5850
Website: www.esa.on.ca E-Mail: info@esa.on.ca

7 June 10, 2021

Due Diligence Inspections Type of DDI Findings



Findings associated with Needs Improvements and Non-Compliances varied over the years and were mostly associated with "Field changes not recorded" or "Construction not to standard design or plans".

8 June 10, 2021

Thank You



June 10, 2021

Verification for Accuracy of Declaration of Compliance

Feedback

Utility Advisory Council
Jason Hrycshyn



Verification for Accuracy of Declaration of Compliance

BACKGROUND INFORMATION

The Utility Advisory Council (UAC) advised ESA in the February 4, 2021 meeting that a Working Group should be convened to review the topic and return to the council with recommendations.

The following slides contain the finding ESA is addressing, Working Group Members, terms of reference information and the recommendations resulting from the Working Group session (April 14, 2021).

Verification for Accuracy of Declaration of Compliance

BACKGROUND INFORMATION

ESA had an External Auditor come in and they

1. **Observed** that “... *no objective third party review of the Declaration of Compliance for the majority of the filings.*”
2. **Recommended** that “*The ESA should consider requiring distributors to conduct an objective review and validation of declaration processes by independent internal or external auditors to ensure consistency, accuracy, and reliability of declaration of compliance findings. Specifically, the ESA may consider expanding the audit scope for the 3rd party to include this review.*”

3 UAC Presentation | June 10, 2021

Verification for Accuracy of Declaration of Compliance

Working Group Members – met April 14, 2021

LDC/Owner/Operator	
Alectra Utilities Corporation	Vicky Khamar
Innpower Corporation	Arthur Berdichevsky
Festival Hydro Incorporated	Jeff Graham
London Hydro Incorporated	Greg Sheil
London Hydro Incorporated	Scott Glazer
General Interest	
Electricity Distributors Association (EDA)	Kathryn Farmer

ESA Attendees

Ray Yousef – Engineering Manager, Jason Hrycyshyn – Program Coordinator, Sean Burger – Safety Engineer

4 UAC Presentation | June 10, 2021

Verification for Accuracy of Declaration of Compliance

TERMS OF REFERENCE INFORMATION

The Working Groups have the same Terms of Reference as the entire UAC. I've excerpted a paragraph for your quick reference below.

*The Utility Advisory Council (UAC) will **act as an advisory body** to provide advice and input with respect to, promoting safety, monitoring and reduction of electrical safety incidents and fatalities in Ontario, specific to the Electrical Distribution System. The **mandate includes recommendations on new proposals, interpretations or revisions to the Regulation 22/04 Electrical Distribution Safety Regulation**, bulletins, flash notices and guidelines as well as to provide input on the impact of the administration of the regulation.*

5 UAC Presentation | June 10, 2021

Verification for Accuracy of Declaration of Compliance

Primary Recommendations for Discussion

1. Maintain the existing procedures. (i.e. No change)
2. Recognizing the option for an External Auditor and audit, as an option, in the event ESA is looking for information to support an Annual Declaration of Compliance. The decision would be ultimately made by ESA, with the goal that the parties involved would mutually agree on the most effective option. ***

*** ESA highlights the fact that for recommendation #2 is different then discussed in the meeting. It was discussed in the meeting that decision to engage an Auditor would be with the Electrical Distributor. After review, ESA changed to the decision to ESA. The Working Group members were provided with a 23 day comment period and it was decided the recommendations could be brought to the UAC.

6 UAC Presentation | June 10, 2021

Verification for Accuracy of Declaration of Compliance

ANNEX INFORMATION

(Below the reader can find all the recommendations generated by the Working Group)

7 UAC Presentation | June 10, 2021

Verification for Accuracy of Declaration of Compliance

Legend: (Green = Ranked #1)
(Orange = Ranked #2)
(Strikethrough = Considered not Recommended)

Existing procedure is sufficient.

Issues with signing addressed by new revision of DoC

Risk is low and not worth a full audit

Signing authority should be tasked with determining if additional resources are required.

Discuss the cost implications of implementation changes to the existing procedure and tie in the risk assessment.

Address the size of the Utility issues (small and medium size LDC impact). Lower risk small and medium sized Electrical Distributors (closer to the work in the field).

~~Electrical Distributor Voluntary — Can obtain the services of an Auditor.~~

~~Rotating schedule (ex. 1 External Audit — Every 5 years)~~

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Verification for Accuracy of Declaration of Compliance

Legend: (Green = Ranked #1)
(Yellow = Ranked #2)
(~~Strikethrough~~ = Considered not Recommended)

~~Every year — Every Distributor~~

~~Combine with the Audit for Section 13.~~

~~External Audit to verify the first time a new signer, signs a DoC.~~

~~“Magic Hat” — Pick 5 Electrical Distributors at random per year.~~

~~Review by ESA of Section 12 specifically (or perhaps others). If evidence points to not reporting, there may be an issue with compliance and the DoC statements. ESA would select Electrical Distributors.~~

~~Review by ESA of other Compliance Assessment tools. If evidence points to compliance issues in other areas, there may be an issue with compliance and the DoC statements. ESA would select Electrical Distributors.~~

~~Scorecard Component “B” based.~~

~~Review by ESA of Electrical Distributor staffing, if the signatory does not technically meet the requirements of the Regulation (Officer, Director, P.Eng), ESA could require an External Audit.~~

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Verification for Accuracy of Declaration of Compliance

Legend: (Green = Ranked #1)
(Yellow = Ranked #2)
(~~Strikethrough~~ = Considered not Recommended)

~~ESA discretion, based on numerous considerations in order to perform ESA's function as a Regulator, without the need for an Order.~~

Along with the current practice where the Electrical Distributor shall provide ESA with such additional information relating to the review and validation process as is considered necessary by ESA to support this Annual Declaration of Compliance the Electrical Distributor could instead engage the services of an external auditor, if ESA requests this action to be undertaken. The decision of engaging the services of an external auditor or providing ESA with the additional information, is made by the Electrical Distributor. If the external auditor is used, that external auditor needs to be identified on the DoC, along with the Officer, Director and/or P.Eng.

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Contact Us

Electrical Safety Authority
155 Matheson Blvd. West
Mississauga, ON L5R 3L5
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Utility Advisory Council June 10, 2021

Feedback 5G Installation Methods

Patrick Falzon, C. Tech
Powerline Safety/Code Specialist
Powerline Safety Group
Electrical Safety Authority

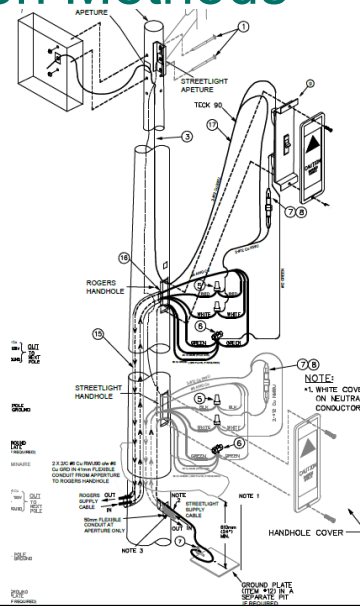


5G Installation Methods

Background

- A communication provider and Consultant approached ESA to discuss feasible options to install supply power to small cell radio's on streetlighting poles in underground residential areas

5G Installation Methods



3 UAC June 10, 2021

5G Installation Methods

Internal of pole (raceway) to be used for conductors

- OESC requirements:
 - Supply from different power sources (different systems) Rule 12-904 2)
 - raceway or compartment shall not contain conductors that are connected to different power systems except with some exemptions-metal armour type cable or separated by a barrier
 - Non-conductive optical fiber cables
 - shall not occupy the same raceway with conductors of electric light, power or Class 1 circuits unless the fiber cables are functionally associated with the electric light as per Rule 56-200
 - Field cutting a hand hole into the concrete pole will not be permitted

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June 10, 2021

Excavation in the Proximity of Underground Distribution Lines - Version 3.0

Feedback

Utility Advisory Council
Jason Hrycshyn



Excavation in the Proximity of Underground Distribution Lines - Version 3.0

BACKGROUND INFORMATION

ESA presented the Excavation Guideline – Version 3.0 in the February UAC Meeting. The following clause was not discussed within the Working Group.

Supporting Broadband and Infrastructure Expansion Act, 2021

Location of Underground Infrastructure

Location of underground infrastructure

21 (1) This section applies with respect to a notification described in subsection 6 (4) of the *Ontario Underground Infrastructure Notification System Act, 2012* about a proposed excavation or dig that relates to a designated broadband project.

Work to be done within 10 days

(2) The member of Ontario One Call who received the notification shall do the work required under subsection 6 (1) of the *Ontario Underground Infrastructure Notification System Act, 2012* **within 10 business days after the day the member received the notification.**

Excavation in the Proximity of Underground Distribution Lines - Version 3.0

REGULATION 22/04 – SECTION 10 (4)

Proximity to distribution lines

10(4) The distributor shall provide reasonable information with respect to the location of its underground distribution lines and associated plant **within a reasonable time**. O. Reg. 22/04, s. 10 (4).

GUIDELINE – SECTION 3.2

Locate Provision

3.2 The distributor shall make every reasonable effort to respond to locate requests by providing locates **within 5 business days of receiving the request**. In emergency situations, the distributor shall follow the necessary timelines as required by Ontario One Call. An emergency situation locate is to be responded to within 2 hours.

Excavation in the Proximity of Underground Distribution Lines - Version 3.0

Work to be done within 10 days

(2) The member of Ontario One Call who received the notification shall do the work required under subsection 6 (1) of the *Ontario Underground Infrastructure Notification System Act, 2012* **within 10 business days after the day the member received the notification**.

Locate Provision

3.2 The distributor shall make every reasonable effort to respond to locate requests by providing locates **within 5 business days of receiving the request**. In emergency situations, the distributor shall follow the necessary timelines as required by Ontario One Call. An emergency situation locate is to be responded to within 2 hours.

- ESA is looking for the Council's Advice on this issue. Some ideas ESA would like to explore.
 - Whether a change to the ESA Guideline is required?
 - If "Yes"
 - Suggested edits; or
 - Reconvening the Working Group



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June 10, 2021

Up to Speed: Ontario's Broadband and Cellular Action Plan

Information

Utility Advisory Council
Jason Hrycshyn



Up to Speed: Ontario's Broadband and Cellular Action Plan

BACKGROUND INFORMATION

Building Broadband Faster Act, 2021

The Schedule enacts the *Building Broadband Faster Act, 2021*. The purpose of the Act is to expedite the delivery of broadband projects of provincial significance.

Notably, the Act is amended by adding a new Part VI.1 (Electricity Infrastructure). The Part applies with respect to the development of, use of or access to electricity infrastructure that is wholly or partly for a purpose other than the generation, transmission, distribution, consumption, sale or demand management of electricity, if the development, use or access is specified by regulations made under the Part.

There is currently meetings underway with relevant parties to see how to expedite broadband projects. ESA and specifically Regulation 22/04 is a part of the discussions.

Up to Speed: Ontario's Broadband and Cellular Action Plan

REGULATION 22/04 – RELEVANT DIRECTION

ESA is highlighting the following bulletins.

- | | |
|--|---------------|
| 1. Previous Standards Bulletin | (DB-01-20-v1) |
| 2. Materially Insignificant Bulletin | (DB-07-15-v2) |
| 3. LDC Review of Plans | (DB-10-12-v1) |
| 4. Certificate of Deviation Approval - Make-Ready Work | (DB-11-12-v2) |
| 5. Certificate of Deviations – Certified Lists | (DB-02-16-v1) |

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June 10, 2021

Bulletin Revision – Materially Insignificant Information

Utility Advisory Council
Jason Hrycshyn



Bulletin Revision – Materially Insignificant

BACKGROUND INFORMATION

ESA wanted to inform the Utility Advisory Council that a new version of the “Materially Insignificant” Bulletin was posted to ESA’s website in March, 2021.

- No intent changes were made to the bulletin.
- Clarifications to the “ESA Direction” section were made, including adding additional examples.
- The revision was initiated by the Accelerated Broadband Program.



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June 10, 2021

Bulletin Revision – Certificate of Deviation Approval – Make-Ready Work

Feedback

Utility Advisory Council
Jason Hrycshyn



Bulletin Revision – Certificate of Deviation Approval – Make-Ready Work

BACKGROUND INFORMATION

ESA wanted to inform the Utility Advisory Council that ESA is proposing a new version of the “Certificate of Deviation Approval - Make Ready Work” Bulletin, originally posted to ESA’s website in August, 2012.

- No intent changes were made to the bulletin.
- Clarifications to the “ESA Direction” section were made, including adding additional examples.
- The revision was initiated by the Accelerated Broadband Program.

Bulletin Revision – Certificate of Deviation Approval – Make-Ready Work

ESA is looking for feedback to this bulletin, prior to posting to ESA's website.

Highlights

- Addresses “Make-Ready Work”.
- How to comply with Regulation 22/04 in the event that you identify that the make-ready work is:
 - Something that is not required; or
 - Something that can be completed after the attachment has started their work. (This includes completion of the work).

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June 10, 2021

Due Diligence Inspections Standard Designs

Feedback

Utility Advisory Council
Sean Burger, P.Eng.



Due Diligence Inspections Engineering Standards

- ESA will be requesting Engineering Standards to perform Due Diligence Inspections
- Process (Controls) are under development
 - Standards will be requested from the Main Utility Contact **annually?**
 - ESA staff will manage the standards as confidential

Thank You



June 10, 2021

Powerline Safety Week Interim Wrap Report





OBJECTIVES

Drive awareness
for Powerline
Safety Week and
powerline safety
in general

Educate relevant
stakeholders
about powerline
safety at home
and on-the-job to
mitigate incidents
of related harm.

Position ESA as
the foremost
authority on
electrical safety.

Ensure
integration with
ESA's new
strategic
vision/goals

Arm LDCs with
relevant materials
to support
education efforts.



Considerations

- FY21's campaign invested in a new creative platform and related assets
- Earned media is progressively more difficult due to the pandemic
- To garner more public interest (non-occupational), generate consumer-specific data into the campaign.
- Online video (OLV) is the strongest tool at our disposal
-

Overview of Campaign Assets



Campaign Assets In-Market from May 17-23

Across our channels, we focused on targeting Ontario homeowners and tradespeople. With Powerline Safety Week being an important awareness event for consumers, our budget allocation was slightly more invested to this audience.

Geographically, our targeting was province-wide, especially in the larger markets.

For Powerline Safety Week, ads were in-market on the following channels:

- **Video ads on YouTube**
- **Static banner ads on the Google Display Network (GDN) focused trades sites.**
- **Video Ads on Facebook and Instagram.**
- **Radio Ads – Ontario-wide – Rogers Radio Network**
- **Audio placements across Spotify**
- **Static banner ads across The Weather Network's mobile and app platforms**

Differing from last year's Powerline Safety Week campaign is the addition of Spotify, The Weather Network and the targeting of trades sites across GDN.

Campaign Performance



2021 Powerline Safety Week Performance Across All Channels

Our campaign performance on digital channels was strong. From May 17 – 23, we served more than 9.1M ads to Ontarians and earned 434K video views and 9.5K clicks on those ad placements.

Impressions	Views	Clicks
9,187,156	434,187	9,540

Facebook + Instagram Performance



Performance during Powerline Safety Week 2021: Facebook + Instagram

We had two objectives for advertising on Facebook and Instagram:

1. raise awareness of powerline safety
2. drive visits to the ESA website.

During PSW, we have been able to serve more than 4.3M ads to our target audiences; earning over 7.1K clicks. This means we are not only reaching people but driving them to learn more on the ESA site.

Reach	Impressions	Link Clicks	Cost Per Click	Ad Recall Lift
598,394	4,319,083	7,122	\$2.21	50,200 (8.4%)

Facebook Cost Per Click industry average for Home Improvement: \$2.93

Spotify Performance



Performance during Powerline Safety Week 2021: Spotify

One of the newer additions to this year's campaign was Spotify. We ran the 15s audio ads across Spotify's expansive network of radio and podcast channels. As with Facebook and Instagram the primary objectives were:

1. raise awareness of powerline safety
2. drive visits to the ESA website.

During PSW, we received more than 355K impressions from target audiences; earning over 1.1K clicks.

Impressions	Clicks	Click Through Rate
355,325	1,119	0.32%

Average Click Through Rate for Spotify ads .20 - .25%

YouTube Performance



Performance during Powerline Safety Week 2021: YouTube

We had a single objective for advertising on YouTube, but applied it to two key audiences:

1. raise awareness of the ESA brand to a relevant audience of Homeowners
2. raise awareness of the ESA brand to a relevant audience of Tradespeople.

Targeting our key audiences, we served video ads over 2M times and earned over 434K play-throughs (20%).

Impressions	Views	Cost per view	View Rate
2,141,814	434,187	\$.02	20%

Average Cost Per view for Home and Garden industry on YouTube: \$.08

The Weather Network Performance



Performance during Powerline Safety Week 2021: The Weather Network

We worked with The Weather Network to serve ads across their mobile and app platforms. We targeted both segments of our audiences and layered in a geo-targeting approach to capture areas around construction sites and other heavily trafficked areas across major cities.

We received 236K impressions and over 300 clicks to the ESA website from these platforms.

Impressions	Clicks	Click Through Rate
236,000	329	.14%

Our Click Through Rate of .14% performed at the higher end of The Weather Network's internal benchmarking of .10 - .15%.

Radio Spot Performance



Performance on Powerline Safety Campaign 2021: Radio

Our radio buy posted a strong performance across Ontario. The audio placements were posted across Rogers' network of radio and streaming channels. We reached over 684K people across the province with a Listen-through rate of almost 100%. The campaign outperformed Rogers' own internal benchmarks for Listen-through rate and Cost Per Listen.

Audio Impressions	Listen-through Rate	Cost Per Listen
684,740	97.4%	\$0.17

Industry benchmarks for the Rogers Radio Network:

Listen-through Rate: 96.5%

Cost Per Listen: \$0.19

Google Display Network Performance



Performance during Powerline Safety Week 2021: Google Display Network (GDN)

The GDN campaign focused on reaching both homeowners and tradespeople who frequent relevant sites to ESA, for example, including, but not limited to:

- Myhomepage.ca
- Constructioncanada.net
- On-sitemag.com
- Electricalindustry.ca

The goal of GDN was to target audiences who have expressed a specific intent and interest to visit these related websites. Our ads were seen 1.4M times and drove 970 clicks to the ESA website.

Impressions	Clicks
1,450,193	970

EARNED, OWNED and SHARED



EARNED MEDIA

A press release was developed and issued via Canada News Wire on May 17th 2021.

Total media Impressions to date: 10,286,523



Upcoming Opportunities - Paid Editorial

Paid/contributed editorial in target publications, authored by Patrick Falzon, ESA Powerline Safety Specialist

1. **Fifth Story:** Six articles over the course of July and August – Estimated reach 800,000
2. **Pool & Spa Marketing:** Full page ad in print issue + Online advertorial – Estimated reach 20,000
3. **Landscape Trades:** Full page print advertorial – Estimated reach 21,500



LDC Toolkit

Completed direct outreach to LDC partners and construction and landscaping stakeholders to augment the powerline safety message and ensure resonance with core audience. This includes a toolkit for LDCs for Powerline Safety Week, and outreach and a toolkit for Ontario-based construction and landscaping companies.

LDC Toolkits

LDCs received a Powerline Safety Week digital toolkit designed specifically their needs, with the ability to co-brand. Within the toolkits, LDC partners will receive access to digital source files, in both French and English for:

Primary:

- Social posts (New images with adjusted social copy based on last year's campaign)
- New social post – pool/hot tub issue, watch for overhead wires when installing
- Buckslip
- OLVs – subs and sound effects

Secondary:

- Posters for porta potty and trailer, 11x17, based on current creative
- Arborist postcard (for utility arborists)

LDC Toolkit Asset Highlights



THANK YOU! QUESTIONS?