

February 12, 2025

9:00 a.m. to 11:00 p.m.

Meeting: Virtual – via Zoom

Present:	Sandy Manners (Chair)	Sue Forcier
	Lucy Becker	Jennifer Reynolds
	Sunaina Menezes	Kelly McMath
	Karim Nazarali	James Boritz
	Salim Khodari	
Regrets:	None	
ESA Staff:	Declan Doyle	Guests:
	Sylvia Gaidauskas	

1. Welcome and Preliminaries

The Chair welcomed members to the meeting. Sue Forcier was welcomed to her first meeting.

No conflicts of interest declared. A quorum for the meeting was confirmed.

Motion to Approve Agenda.

1st: Jennifer Reynolds

Seconded by Lucy Becker

Carried

Motion to Approve Minutes of December 5, 2024 meeting.

1st: Karim Nazarali

Seconded by James Boritz

Carried

2. Review of Action Items from Last Meeting

Reporting of safety incidents / injuries when LDCs are working in other jurisdictions:

Kelly pointed to a few organizations that may have information. Electricity Distributors Association and also Ontario Mutual Aid Program (OnMAG) has been created under Electricity Canada. No follow-up action identified.

Draft work plan 2025 will be covered under Agenda Item #4.

2024 CAC Annual Report will be posted on ESA Stakeholder web-page with the December 2024 minutes of meeting. A question was raised as to whether the report was shared with senior management. Declan Doyle, Director of Strategy and Innovation responded that a Board memo, containing Advisory Council highlights, is prepared to share at the ESA Board meetings. A note highlighting the 2024 CAC report can be added to the package.

It is agreed that the preparation of the CAC annual summary report should continue for transparency and helps members recall achievements and key topics addressed during the year, which can also set the stage for benchmarking over subsequent years.

2025 Meeting Notices have been sent to CAC members and booked in the calendar.

3. Advisory Council Members Survey

Sylvia Gaidauskas, Stakeholder Advisor, presented the results of the bi-annual survey that was conducted across all Advisory Councils (“AC”) in December. The survey was sent all Advisory Council members and included quantitative questions as well as open-ended questions. Comments provided in response to the content is:

- ESA representation to support ACs is good. Members also need to be proactive in recommending topics;
- Senior leadership attendance at meetings is appreciated but could be increased to hear directly from stakeholders;
- Chair commented that she often monitored headlines for relevant topics and ESA was open to adding suggestions to the agenda as well as arranging speakers;
- Sector representation on CAC is diverse and members are encouraged to bring their expertise to the table as a presenter.

4. 2025 Work Plan

Sylvia presented the proposed work plan for 2025 which was well received for its thoroughness. Declan elaborated on the Harm Lifecycle (HLC) process which falls under the department of Patience Cathcart, Director – Data Science & Public Safety Officer. The initiative uses leading indicators and trends to identify safety interventions and inform initiatives. Comments from members include:

- In regards to product safety there is a confusion of the role of Health Canada versus ESA. Also there continued instances of unlicensed products arriving in

Canada that is of concern. Recommend to add the topic of product safety to future 2025 meeting.

- Clarification was requested regarding the generation-to-implementation-to-consumption lifecycle, specifically in reference to micro-grids. Sylvia provided a few examples of ESA involvement in home energy storage / solar panels to industrial applications such as large-scale battery storage. Declan clarified the cooperation with LDCs for connection authorizations once ESA has inspected an installation.
- CAC members could provide more input into consultations such as Continuing Education (“CE”) and could even provide their support in writing to support ESA positioning.
- Consider adding, to the work plan, a presentation on incidents, near misses. Patrick Falzon, Specialist – Powerline Safety Utility Regulation presented in the past.
- Add preparation of the year-end report to the 2025 work plan.
- Members were encouraged to attend annual meeting and safety awards. It is an opportunity to meet other AC members and increase awareness of ESA.
- Consider brain-storming session on a bi-annual basis or conducting an annual policy lab (such as conducted by FSRA with their stakeholders).

5. UAC and ECRA Updates

CAC Chair, who attends Utilities Advisory Council (“UAC”) meetings, introduced the topic of an increasing number of copper thefts experienced by the LDCs. Recently London Hydro has had several, significant vault breaches. LDC representatives Kelly and Sue also confirmed that their respective organizations have seen an uptick in incidents. The breaches are also becoming more sophisticated including perpetrators using surveillance to monitor security patterns, understanding camera positioning, stealing larger quantities e.g. full reels of copper cabling.

Copper theft not only affects LDCs but municipalities and police could benefit from some education on impacts beyond cost of copper loss such as safety and system reliability.

The latest Electrical Contractor Registration Agency (“ECRA”) AC meeting was held the prior week. A CAC representative to ECRA AC has not yet been appointed but Sylvia provided an overview of some of the topics discussed. A question was raised as to the fine amounts available under the Administrative Penalty Orders (APO) program. Sylvia responded that minor penalties start at \$100 as ESA is favouring an education-first approach. Penalties for major or multiple infractions can be in the tens of thousands of dollars.

6. Other Business

Ontario Electrical Safety Code (OESC) Updates

Canadian Electrical Code (CEC) applies to all provinces and is under the purview of Canadian Standards Association (CSA). Each province adopts the code and prepares amendments, as required, for their own province. In the case of Ontario, many of the amendments are related to the licensing process, as an example.

ESA advocates for changes to the CEC and there is also a push to ensure harmonization across the provinces. The cycle of CEC updates and corresponding Ontario amendments is three years.

Ontario Amendments are found on ESA website under the following link which was shared during the meeting.

<https://esasafe.com/assets/files/esasafe/pdf/amendments/2024/2024-Ontario-Amendments-Final.pdf>

OESC is available for purchase through CSA Store under the following link which was shared during the meeting.

<https://www.csagroup.org/store/product/CSA%20C22.1%20ON%3A24/>

Copies are available in three forms: hard copy, pdf file, or digital copy (through CSA Advantage).

A brief summary of some of the changes in the 29th version were reviewed as relates to EV chargers, energy management software, ground fault circuit interrupters (GFCI), bonding requirements for pool installations.

A question was asked as to whether OESC is available for free with Declan confirming that a view-only version is available. Declan also confirmed that this is an integrated document, with Ontario Amendments included within the overall document.

Some additional discussion points were noted as:

- As home inspection services are not regulated, what challenges does ESA face and are any discrepancies from the OESC monitored? ESA Regulatory group would need to comment.
- How is automation and Internet of Things (IoT) being considered in OESC updates? Upon clarification, the reference was in regards to remote operation of cooking appliances as an example. Some of these topics are covered within Product Safety and the associated manufacturers.
- British Columbia is taking initiatives in many areas regarding electrical safety which could be used for new ideas and benchmarking. Some discussion took

place around “wrapping” padmount transformers which is acceptable to some Ontario LDCs but not adopted by others.

Peel Children’s Safety Village

Due to time constraints, this topic was not presented but the link to a press release has been provided: [Electrical Safety Authority Unveils ‘A-MAZE-ing’ Interactive Experience to Keep Kids Safe from Electrical Harm - ESA](#)

7. Chair Election

Sunaina Menezes has stepped up for the position of Chair.
Karim Nazarli has volunteered as Vice-Chair.

Motion to Approve the appointment of Chair and Vice-Chair.

1st: Lucy Becker

Seconded by Kelly McMath

Carried

8. UAC and ECRA Cross-Council Representation

James Boritz expressed his interest in participating as the CAC representative on the ECRA AC.

Salim Khodari expressed his interest in participating as the CAC representative on the UAC.

Motion to Approve the appointment of the members as noted to cross-council participation.

1st: Jennifer Reynolds

Seconded by Karim Nazarali

Carried

9. Recruitment of New CAC Members

As per the Terms of Reference (“ToR”), CAC should be comprised of nine to 12 members. With the departure of Sandy Manners, who has reached maximum term limit, and Lucy Becker, who has elected to not renew her term the Council will have two to five vacant positions.

Members provided several recommendations to ensure diversity and which are reflective of the sectors listed in the ToR:

- Review the list of resumes on file and recent referrals from members;
- Contact Advocacy Centre for the Elderly (ACE) for community-at-large representation;
- Members will forward potential contacts from insurance sector associations.

10. Wrap and Meeting Adjournment

Next meeting is tentatively rescheduled to Wednesday, May 21st to accommodate a scheduling conflict on June 5th. The meeting will be held in person.

Declan extended thanks to Sandy for her service on the CAC and acknowledged the appreciative comments that CAC members expressed in the meeting chat box.

The new Chair, Sunaina Menezes brought the meeting to a close.

Motion to adjourn by James Boritz

Seconded by Lucy Becker

Carried

End of Consumer Advisory Council Meeting

If there are any discrepancies to these minutes, please report them by email to Chair and stakeholder.esa@electricalsafety.on.ca

Next Meeting: May 21, 2025

Location: In-Person

ACTION ITEMS

- Action #1: Include a Product Safety presentation in an upcoming CAC meeting.
- Action #2: Update the 2025 work plan by adding preparation of the CAC annual year-end report and a safety presentation on near misses, incidents.

- Action #3: Prepare recommendations to add at least two new members for the upcoming meetings.
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