

Request for Decision

Electrical Safety Authority Agreement

Presented To: Finance and
Administration
Committee

Presented: Tuesday, May 17, 2016

Report Date Tuesday, Apr 19, 2016

Type: Managers' Reports

Resolution

THAT the City of Greater Sudbury enters into a Continuous Safety Services Agreement with the Electrical Safety Authority for a one-year term at a cost of \$176,427.96 plus HST starting on January 1, 2016 and ending on December 31, 2016;

AND THAT the General Manager of Assets, Citizen and Leisure Services be authorized to execute the agreement.

Finance Implications

The cost for this service has been budgeted within each division as part of their annual operating budget. Additional inspections required for special events such as concerts at the Sudbury Arena are invoiced separately.

Signed By

Report Prepared By

Danielle Braney
Director of Asset Services
Digitally Signed Apr 19, 16

Recommended by the Department

Ron Henderson
General Manager of Assets, Citizen
and Leisure Services
Digitally Signed Apr 19, 16

Recommended by the C.A.O.

Kevin Fowke
Acting Chief Administrative Officer
Digitally Signed May 3, 16

Purpose of the Report

The Electrical Safety Authority (ESA) has been providing services to the City for well over 20 years under a Continuous Safety Services (CSS) agreement that has been renewed from time-to-time. The agreement is again up for renewal.

The Electrical Safety Authority

The ESA is an [administrative authority](#) mandated by the Government of Ontario to enhance public electrical safety in the province. The ESA is both a safety regulator and advocate. Its powers and duties derive from The Electricity Act and [The Safety and Consumer Statutes Administration Act](#) including responsibility for four regulations:

- The [Ontario Electrical Safety Code](#) (Regulation 164/99) which defines how electrical

work will be done;

- [Licensing of Electrical Contractors and Master Electricians](#) (Regulation 570/05) which sets requirements for those doing electrical work;
- [Electrical Distribution Safety](#) (Regulation 22/04) which defines safety accountabilities for Ontario's Licensed Distribution Companies (LDCs); and
- [Electrical Product Safety](#) (Regulation 438/07) which addresses approval of electrical products before their sale, and response to unsafe industrial and commercial products in the marketplace.

ESA's primary activities are: identifying and targeting leading causes of electrical safety risk; ensuring compliance with regulations; promoting awareness, education and training; and collaborating with stakeholders to improve the state of electrical safety in Ontario.

ESA is a private, not-for-profit corporation headquartered in Mississauga, Ontario with staff deployed across the province.

The Electrical Safety Authority's Continuous Safety Services (CSS) Program offers the City a full range of customized services designed to help maximize electrical safety in its facilities, in complying with the requirements of the Ontario Electrical Safety Code.

Regulation 164/99 of the Ontario's Electrical Safety Code requires:

- the inspection of all electrical installations (including maintenance)
- that all electrical work be documented
- that electrical products bear the mark of a recognized Certification Agency or Field Evaluation Agency
- "shock and flash" protection for workers.

ESA Services to the City

An ESA electrical inspector periodically inspects the City facilities' electrical systems. The inspector also conducts a visual review of the work recorded by the City or its contractors and, if required, provides a report on non-compliance(s) and non-conformance(s) with the Code as identified by the Inspector at the time of inspection.

The CSS provides information and guidance on electrical safety and Code issues from a dedicated electrical inspector backed by a team of technical experts and annual subscriptions to the Ontario Electrical Safety Code Bulletins.

The City also receives access to a number of general and technical electrical training workshops. Training is specialized and customer specific in response to unique regulatory requirements.

The Agreement

The City must enter into a new service agreement with the ESA based on a revised list of facilities, frequency of inspections per facility and training for employees. The new contract is for a term of one year starting January 1, 2016 at an annual fee of \$176, 428 including training. This is a slight reduction in cost from the last contract at \$184,578 due to

amended requirements for inspections.

Financial Implications

The cost of this service has been budgeted within each division as part of their annual operating budget. Additional inspections required for special events such as concerts at the Sudbury Arena are invoiced separately.

Recommendation

It is recommended that the City enter into a Continuous Safety Services Agreement with the Electrical Safety Authority for a one-year term at a cost of \$176,427.96 plus HST starting on January 1, 2016 and ending on December 31, 2016.