



May 4, 2022

## CANENA EXECUTIVE COMMITTEE MEETING MINUTES

**MEETING:** CANENA ExCo

**DATE:** Wednesday, May 4, 2022

**PLACE OF MEETING:** Microsoft Teams meeting  
10:00 AM – 11:30, AM, ET

**PRESIDING OFFICER:** Guy Benjamin, CANENA President

<b>Members Present</b>		
Benjamin	Guy	ABB Installation Products Ltd.
Steinman	Greg	ABB Installation Products, Inc.
Jimenez	Maria de Jesus	ANCE, A.C.
Máximo León	Juan Manuel	Conductores Monterrey S.A. de C.V.
Humphries	Mark	CSA Group
Chopra	Gurvinder	Electro-Federation Canada
Rood	Steve	Legrand, North America
Desilets	Pierre	Leviton Canada
Harris	Donald	Northern Cables Inc.
Ricárdez Barberá	Jesús Martín	Condumex S.A. de C.V.
Cusmariu	Sandu	Viscor, a Leviton Company
Hernandez	Luis Ivan	ANCE, A.C.
Nava Uribe	Rafael	Mabe México, S. De R. L. De C. V.
Tharp	Rusty	Goodman
<b>Members Absent</b>		
Yarza	Julián	Servicios y Soporte Regulatorio SSR, SA de CV
Davis	Valara	Underwriters Laboratories Inc.
Hansen	Bill	Ingersoll Rand
<b>Others Present</b>		
Abbate	Daniel	NEMA

### 1.0 ADMINISTRATION

#### 1.1 Welcome Members and Guest

The meeting was called to order at 10:07am ET.

## 1.2 Quorum Determination

The committee consists of nine (9) voting members, requiring at least five (5) to be present to constitute a quorum to conduct business. A quorum was confirmed to be present.



CANENA ExCo Roster  
- April 2022.pdf

## 1.3 Review of Antitrust & Meeting Guidelines

The Secretary provided an overview of the CANENA Antitrust and Meeting Guidelines. The Guidelines for Conducting CANENA Meetings will govern this meeting, and participants will follow the CANENA Code of Conduct and Ethics. Members are reminded that all conversation shall be confined to technical, engineering, safety, and performance factors. Commercial considerations (warranties, guarantees, etc.) are not proper factors to be discussed.

## 1.4 Agenda Review and Approval

Addition for new business marketing discussion: ICLP Meeting.

**MOTION:** Pierre Desilets made a motion and Jesus Martin Barberá made a second to approve the agenda as amended. It was unanimously approved.

## 1.5 Approval of Minutes

The last meeting of the committee was held on February 18, 2022. Comments were received, and the minutes were updated and resubmitted to the ExCo. They are now approved via correspondence.



2022Feb18 CANENA  
ExCo MtgMinutes - V:

## 2.0 ACTIONS FROM PREVIOUS MEETINGS

Action items assigned to the Secretary were reported in the prior meeting minutes.

**ACTION:** Secretary General to work with Steve Rood on the next CANENA Connects publication, highlighting the AGM. COMPLETE.



CANENA-Connects-  
March 2022.pdf

**ACTION:** Secretary to send reminder to CANENA Members from 2021 that have not yet renewed for 2022. ACTIVE.

### **3.0 CANENA OFFICERS AND NOMINATIONS**

In accordance with the CANENA By-Laws, the Council shall elect the President, the Treasurer, and the country Members-At-Large. The term of office shall span two successive Ordinary Council meetings. They may be re-elected for not more than two successive terms. Newly elected officers shall take office on the first day of the month following the Council meeting at which they were elected.

- The Council shall acknowledge the appointments for country Vice-President.
- The Secretariat shall be assigned for a period of time congruent with that of the elected officers and may be reassigned to the same organization for successive terms. Appointment of the Secretary-General and designation of the Secretariat shall be subject to approval by the Council.

**ACTION:** Discuss the next term for officers around September 2022.

There was support for the current CANENA President to remain in the position for the next term.

These terms of office span March 1, 2021 to February 2023.



CANENA Officers List  
2021-2023.pdf

### **4.0 SECRETARY REPORT**

D. Abbate

#### **4.1 CANENA Membership Roll Over**

The Secretary noted that CANENA memberships currently do not roll over to the next year. For example, a membership purchased in September 2022 will expire on December 31, 2022. The ExCo discussed transitioning CANENA memberships to a 12 month rolling period. The Members did not support a potential move to a rolling membership or prorated payments.

#### **4.2 CANENA Tax Return Review**

The CANENA Secretary announced that NEMA Accounting staff has prepared the 2021 CANENA tax return for review.

**ACTION:** Secretary to ask NEMA Accounting whether there is the ability to file CANENA and NEMA tax returns at the same time.



#### 4.3 State of Delaware Annual Report Filing

CANENA, having been incorporated in the state of Delaware, is required to file an annual franchise tax report electronically on or before March 1, of every year. The Secretary will report this item was completed in February 2022.

#### 4.4 IEC 2022 General Meeting Sponsorship

The Secretary will report that CANENA has been confirmed as a sponsor for the IEC General Meeting.

**ACTION:** Secretary to confirm the next steps for this sponsorship and will see whether CANENA can collaborate with the NEMA sponsorship.

#### 4.5 Harmonization of CSA C22.2 No. 250.570-16 & UL1574, Track Lighting

EFC has proposed harmonization of CSA C22.2 No. 250.570-16 & UL1574. The Secretary report the NEMA product group is still reviewing the proposal.

### 5.0 COMMITTEE REPORTS

#### 5.1 TREASURER'S REPORT

P. Desilets

Treasurer Pierre Desilets noted operation of CANENA is proceeding according to financial plans. He noted a mid-year financial statement will be presented during the next meeting.

#### 5.2 AUDITOR'S REPORT

V. Davis

The Secretary noted there was no report for this item.

#### 5.3 PLANNING COMMITTEE

L.I. Hernandez

The Secretary noted the CANENA Planning Committee met in March and April 2022, to begin efforts to plan for an in person CANENA AGM in Mexico from February 21-23, 2023. The Secretary noted all CANENA Members, and the THSC Secretaries, have been polled to determine an estimated head count. Mr. Hernandez noted he picked the three hotels presented during this meeting because they are in a nice area of Mexico City and at least one had previously hosted an AGM.

The Secretary noted the 2019 registration fee was \$425 US.

The ExCo confirmed the expected cost is not expected to exceed \$35,000.

**MOTION:** Pierre Desilets made a motion to proceed with the Mexico City Sheraton for an in person CANENA AGM in February 2023. It was seconded by Greg Steinman. The motion was unanimously approved.

#### 5.4 **OPERATIONS COMMITTEE**

M. Humphries

Mark Humphries outlined the attached form over email and no comments were received.

**MOTION:** Pierre Desilets made a motion to approve the updated PHR Form. It was seconded by Don Harris. The motion was unanimously approved.



Canada VP  
PROPOSAL -CANENA

#### 5.5 **REGISTRAR REPORT**

L.I. Hernandez

A report was provided by the Registrar.

**ACTION:** The Registrar to receive participation numbers from UL.

**ACTION:** The Secretary and President will prepare a thank you for Champion Fiberglass for their corporate membership.



2022-05-04 CANENA  
REGISTRAR REPORT.ppt

#### 5.6 **MARKETING COMMUNICATIONS COMMITTEE REPORT**

S. Rood

**ACTION:** A marketing committee meeting will be scheduled.

**ACTION:** Updates will be added for the next CANENA Connects: Mexico QIL, the CANENA AGM, and the updated PHR Form.

**ACTION:** Guy Benjamin to assist the Secretary to write an article in the next CANENA Connect for a reminder for Membership renewal, noting all CANENA projects become available, and the CANENA benefits.

#### 5.7 **AMBASSADOR-AT-LARGE REPORT**

B. Hansen and/or R. Nava

Rafael Nava provided a report.



## 6.0 FUTURE MEETING

The next meeting of the CANENA ExCo will be at the call of Chair in September 2022 for a face to face meeting. A topic will be added for discussion of corporate Membership costs. Options for the meeting were noted:

- Sheraton in Mexico City
- Texas
- NEMA Headquarters

**MOTION:** A motion was made and seconded to approve a face to face meeting of the ExCo in September 2022.

## 7.0 OTHER BUSINESS

ICLP Meeting Discussion. Pierre Desilets noted there is interest in new CANENA projects for lighting and that the ease with which projects can be proposed needs to be highlighted. Members noted there is precedent for CANENA harmonization of performance standards.

**ACTION:** EFC and the Canadian VP will work with the ICLP to promote CANENA projects.

## 8.0 ADJOURNMENT

The meeting was adjourned at 11:37am ET.

Submitted By:	Danny Abbate	May 4 <sup>th</sup> , 2022
Reviewed by Counsel:	Peter Tolsdorf	May 9 <sup>th</sup> , 2022