Minutes of the Consumers Advisory Council (Council) meeting of the Technical Standards and Safety Authority (TSSA) held in Ontario Boardroom, 345 Carlingview Drive, Toronto, Ontario at 10:00 a.m. on the 11th day of June, 2018.

Present: Jane McCarthy (Chair), Kathryn Woodcock, Elizabeth Nielsen, G. Rae Dulmage and Jay Jackson

Via teleconference: Richard Hustwick (MGCS)

In attendance: Bonnie Rose, CEO (Items 1 to 15), David Scriven, VP Safety and Strategy (Items 1 to 14), Ian Shaw, Governance and Planning Advisor (Items 1 to 14), Steve Robinson, Communications Manager (Items 10 & 11), Peter Wong, Vice President Operations (Items 1 to 14), Richard Hustwick, MGCS (Items 1 to 14), Robert Wiersma, PRSM (Items 1 to 14), Kristian Kennedy (Items 8 & 9)

1. Constitution of Meeting

The Council Chair welcomed everyone to the meeting. She noted the changes to the Council, notably the resignation of D. Gerrior and introduced J. Jackson as the new Council member.

J. Jackson led a safety moment on counterfeit products. The Council discussed how consumers can guard against counterfeit products and how there are many counterfeit products that consumers are not aware of on the market.

2. Approval of Agenda

Council members approved the Agenda for the June 11, 2018 meeting as drafted.

3. Approval of Minutes

Council approved the Minutes of the February 5, 2018 as drafted.

4. Review of Action Items

Council reviewed the action items, noting the items were to be addressed at this meeting’s Agenda.

5. Council Chair’s Report

The Council Chair noted that the items in her report are on the Agenda and will be discussed during the meeting.
6. **New Council Member Introduction**

   J. Jackson spoke to his background being involved in consumer affairs and that he is currently a member of the Consumers Council of Canada. He also said he was looking forward to being engaged with the Council, as well the industry advisory councils.

7. **CEO Report**

   The CEO briefly spoke to the listening tour that she is conducting across the organization and comment on at the next Council meeting.

8. **Ministry of Government and Consumer Services (MGCS) Update**

   R. Hustwick spoke to the transition process and the next steps for the incoming new Provincial government. He also provided an update on Elevator Availability indicating the potential next steps going forward.

   R. Hustwick advised the Council next steps in regard to the Regulatory Review Initiative are not expected to be forthcoming until the new government is in place and briefed. He also spoke to the topic of trampoline parks, stating that Ministry and TSSA employees had visited a trampoline park and the Ministry had been in contact with the government of British Columbia on this matter. He also noted that the Upholstered and Stuffed Articles regulation change has been put on hold until further direction from the new government. The Council thanked R. Hustwick for his update and requested an update on trampoline parks at the next Council meeting.

   **ACTION:** Update on the issue of trampoline parks at the next CAC meeting.

9. **Code Adoption Document Process**

   K. Kennedy provided the Council with background to the Code Adoption Documents (CAD) process, noting that this is part of regulatory modernization. In particular, he noted how CAD amendments are developed, updated and finalized with a goal to enhance transparency, consistency and rigor. R. Hustwick spoke to the timelines and the standard operating procedure for CADs at the Ministry. The Council discussed the level of engagement among consumers and how that is best achieved. The Vice President Safety and Strategy noted that the process is being assessed at a national level to assess opportunities to accelerate adoption with a minimum of exceptions.

10. **ISO/Copolco Committee on Consumer Policy Meeting**

    G. Rae Dulmage spoke to the background of the ISO/Copolco and the relevance to TSSA and provided the Council with an update on the recent meeting held in Bali, that he and J. Jackson attended. He spoke to the organization’s creation of privacy standards for second hand goods, and
how this has an impact on many of the standards that are used in Canada. He also spoke to the development of guides and graphic symbols that help a consumer as a quick reference guide. Speaking on the topic of trampoline parks, G. Rae Dulmage noted that ISO was looking into this area and noted that the United Kingdom has taken steps to regulate this area.

J. Jackson also noted that there was significant interest in the USA regulations, in particular from Australia.

11. Research Grant Presentation

K. Woodcock introduced the Council to S. Sicat who has been working on a thesis with funding provided in part by TSSA through the Safety Education Research Grant program. S. Sicat provided the Council with an overview of her work, noting the partnership support from ThrillLabs. She noted that the main goal of her work, is to capture the G-force effect on the human body caused by deceleration from zip-lines. Within the context of a regulator, she noted that this would help in the creation of safety standards for these devices. She outlined her methods, including the best way to measure the G-force on the human body. She spoke to the development of a prototype that would be starting field trials next month. The Council discussed potential areas where this study could be useful once completed.

The Council thanked S. Sicat for her presentation and welcomed her to come back to present to the Council in October, 2018.

ACTION: S. Sicat to present at the October Council meeting.

12. ASPR FY18 Approach

R. Wiersma spoke to his presentation, providing the Council with a high level overview of enhancements to the ASPR for the upcoming fiscal year. In particular, R. Wiersma spoke to the methodology and process of translating risks into priorities and provided the background to the As Low As Reasonably Possible (ALARP) principle which forms the basis of identifying safety priorities for the organization. The Council discussed the approach, noting that it was an effective way to denote which priorities required action. The Council thanks R. Wiersma for his report.

13. Fee review Update

D. Brazier provided the Council with a brief background to the fee review process and what areas TSSA is planning to include. The Council also discussed what analysis would be involved post BPV/COI launch on July 1, 2018. The Council thanked D. Brazier for his report.

14. Skills Ontario Debrief
I. Shaw provided the Council with an update on the Skills Competition 2018, speaking to the CO Safety House and the Virtual Reality display as part of the booths at this year’s event. He also noted that Skills Ontario spoke favourably of TSSA increasing their participation and visibility at the Competition. The Council Chair spoke to the awards ceremony and the importance that these awards and TSSA’s sponsorship for the students. The Council discussed how increased collaboration with Industry may help TSSA reach more students who would consider a career with the organization.

15. Industry Advisory Council Updates

G. Rae Dulmage provided the Council with an update on the Liquid Fuels Advisory Council (LFAC) meeting in May 2018. The LFAC received an update on the RRI as it related to Liquified Natural Gas, discussed the topic of ethanol fuels and the need to move forward with standards due to the risk of the fuel degrading in the tanks. G. Rae Dulmage also spoke to how in the United States customers can use their cell phones to purchase gas at stations, though this is not yet available in Ontario.

E. Nielsen was not able to attend the Natural Gas Advisory Council meeting, though updated the Council on an issue that Smart Metres could produce sparks that could ignite gas, depending on the proximity to the gas intake at houses.

The Council Chair noted that with regards to the Elevating Devices Council, that they are waiting for future direction from the government on a number of areas.

K. Woodcock provided the Council with an update from the Amusement Devices Advisory Council (ADAC) who met in March, 2018. She noted the there was an ongoing discussion on the adoption of the new ASTM standard. She also provided the Council with an update on the Fireball incident and ongoing investigation. K. Woodcock also spoke to the fact that water parks are working with TSSA to enhance accessibility for users on water slides.

16. Other Business

K. Woodcock provided the Council with a brief update on the Risk Reduction Group related to the Accessibility of handicapped elevators.

17. In Camera with CEO

The Council met In Camera with the CEO

18. In Camera

The Council met In Camera

19. Termination
The meeting was adjourned at approximately 3:00 pm.