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 5th day of February, 2018.

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

Via teleconference: Dolly Gerrior

In attendance: David Scriven, Acting President and CEO (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), Shranna Jaggernath and Vinothini Kajendran, MGCS (Items 1 to 14), Nameer Rahman, Stakeholder Relations (Items 1 to 14), Lara Isiolaotan, Stakeholder Relations (Items 1 to 14), John Marshall, Fuels Statutory Director (Item 10), Roger Neate, Elevating and Amusement Devices Statutory Director (Items 6, 7 & 10), Robert Wiersma, PRSM (Items 1 to 14), Jeff LeMoine, Communications Advisor (Item 9)

1. Constitution of Meeting

The Council Chair welcomed everyone to the meeting.

2. Approval of Agenda

Council members approved the Agenda for the February 5, 2018 meeting as drafted.

3. Approval of Minutes

Council discussed the approach to the Minutes, and agreed with regards to the updates from Industry Advisory Councils, to reflect the overall high level discussion.

Council approved the Minutes of the October 5, 2017 with revisions.

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. She noted that one issue that was being raised by the Advisory Councils, was to have reports from the government received in a timely fashion. She noted that Robert Brady had resigned from the Council and spoke to his expertise and his contribution to the Council over the years.
6. CEO Report

The Acting CEO provided the Council with an update on the public release of the Elevator Availability Action Plan by the government to address this issue. He also spoke to the press event and attention from Minister MacCharles’ office and Member of Provincial Parliament (MPP) Han Dong. The Acting CEO also spoke to the upcoming fee review, including the adjustment to the Upholstered and Stuffed Articles (USA) fee and a new fee for Boilers and Pressure Vessels (BPV) and the future approach to cross subsidization between TSSA’s programs. He spoke to a plan of conducting a fee review in the other program areas TSSA regulates in future years. The Council discussed the Certificate of Inspection (COI) fee and its application to the BPV sector.

The Acting CEO also provided an update from the recent National Public Safety Advisory Committee (NPSAC) meeting. He noted that there have been some delays in the Code Adoption Document (CAD) process and working towards adopting codes in a timely manner as the goal. The Council asked about timeframes and work ongoing in other jurisdictions. He also noted that work is ongoing with Standards Development Organizations (SDOs) to enter into a Memorandum of Understanding to look at the frequency in which CADs are cycled. The Council briefly discussed trampoline parks and any involvement form NPSAC.

The Acting CEO provided the Council with an update on the ongoing value for money audit of TSSA being conducted by the Ontario Auditor General. Noting that they are currently in the discovery phase of the process and advised the Council members that they could be contacted by the Auditor General’s office. Finally, he noted that a new CEO for TSSA has been selected and would be starting on April 4, 2018.

7. MGCS Update

V. Kajendran provided the Council with an update and overview of the Elevator Availability report and responded to questions from the Council. N. Rahman spoke to the specifics contained within the report and its application to different building, including those that house vulnerable populations.

V. Kajendran updated the Council with regards to the Upholstered and Stuffed Articles (USA) Regulation, stating that the work was on hold and was pending further direction. She briefly spoke to the Canadian Free Trade Agreement (CFTA) and work ongoing to proactively address issues that could arise.

The Acting CEO provided the Council with an update on phase two of the Regulatory Review Initiative, stating that TSSA is working with MGCS to determine which areas would be considered.
8. Skills Ontario Competition

I. Shaw spoke to the proposed competitions to sponsor at this year’s Skills Ontario Competition. The Council discussed and agreed that I. Shaw would confirm with Skills Ontario $25,000 for Gold Sponsorship and $6,000 for prize awards.

On motion made, seconded and unanimously adopted, the Council to provide sponsorship from the Safety Education Fund for Gold Sponsorship in the amount of $25,000 and $6,000 for the prize awards money at the Ontario Skills Competition 2018.

9. TSSA Website

J. LeMoine provided the Council with an overview of the new TSSA website, speaking to the new features and in response to questions from the Council navigated to different webpages. The Council was appreciative of the presentation.

10. Safety Priorities Update

R. Wiersma provided the Council with an update on the safety priorities and the update on the Risk of Injury of Fatality (RIF) numbers. J. Marshall provided an update on the Strategy on CO in Apartments and Condominiums, noting that planned inspections are on schedule to be completed by the end of the fiscal year. He spoke to the work ongoing with Toronto Community Housing, who have agreed to distribute TSSA safety promotional materials. He also spoke to the Strategy for CO in Private Dwellings, noting engagement with the Home Inspectors Association partnerships with the Canadian Standards Association.

J. Marshall spoke briefly of the Strategy for Fuel Risks at Academic Locations, noting the focus on primary and secondary schools and the ongoing collaboration with the maintenance contractors, including participation in conferences and webinars. Finally, he briefly spoke to the Strategy for Fires at Food Service Establishments, noting that he expects this initiative to move to a monitoring status after this fiscal year. The Council thanked J. Marshall for his report and the Council discussed different aspects of the strategies and provided some suggestions that J. Marshall would take back.

R. Neate provided a status update on the strategy to address the Risk on Elevators at Retirement and Long-Term Care Homes, including distribution of a printed safety promotional brochure. He provided an update on meetings with stakeholders, including a productive working relationship with the Retirement Homes Regulatory Authority.

11. Advocacy Strategy Update

S. Robinson provided an update on the CO Safety Tour and the locations and the roll out of the Silent Killer campaign for the remainder of the fiscal year. The Council viewed the videos and listed to the
radio ad that was produced as part of the Silent Killer campaign. He also spoke to partnerships with Parachute Canada. The Council suggested that signage at ski lifts could be updated.

12. Recruitment

J. McCarthy sought the Council’s ideas or suggestions on how to recruit for new Council members. The Council discussed different ideas, including speaking to the Consumers Council of Canada. The Council agreed that it is difficult to attract younger people as they have full time jobs.

13. Industry Advisory Council Updates

D. Gerrior provided an update on the Ski Lifts Advisory Council, she noted that there would be changes coming in signage, to keep language relevant for younger skiers. She also noted that the Council was looking to clarify the definition of injuries and also the procedure for shutting down lifts in emergency situations.

E. Nielsen provided the Council with an update from the Natural Gas Advisory Council, where there were new guidelines around the use of furnaces to heat a home during the construction phase.

J. McCarthy spoke to the Elevating Devices Advisory Council, noting the anticipation of the Elevator Availability report. K. Woodcock spoke to the upcoming Risk Reduction Group for Elevator Accessibility lifts. N. Rahman provided the Council with an update on this item.

G. Dulmage spoke to the Liquid Fuels Advisory Council and the discussion around the priority issue of ethanol fuels and the issue of corrosion of metal components in underground tank systems caused by the presence of ethanol in the diesel fuel.

K. Woodcock spoke to the Amusement Devices Advisory Council, and that there some discussion around the CAD process. She also spoke to Trampoline Park and that a regulatory change is needed for TSSA to have jurisdiction. The Council discussed this item and the different jurisdictions that already have regulations in place. The Council agreed to send a letter to the Minister of Government and Consumer Services on this item.

14. Other Business

The Council met to discuss the grant submission to the Council by Ryerson University, to study G-force limits on ziplines. The Council reviewed and approved the application.

On motion made, seconded and unanimously adopted, the Council approved the application submitted by Ryerson University in the amount of $13,750.

ACTION: Shelly-Ginelle Sicat to present at the June Council meeting to discuss progress.
15. In Camera

The Council met *In Camera*

16. Termination

The meeting was adjourned at approximately 3:30 pm.