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 8th day of February, 2017.

Present: Jane McCarthy (Chair), Robert Brady, Elizabeth Nielsen, and Kathryn Woodcock.

In attendance: Michael Beard, President and CEO, David Scriven, VP, Research and Corporate Secretary, Peter Wong, Vice President Operations, Shranna Jaggernath, MGCS Representative, Ian Shaw, Governance and Planning Advisor, Sandra Cooke, TSSA Ombudsman (Item 6), Susy Ceolin, Communications Advisor (Item 10), Delicia Chin, Communications Coordinator (Item 10).

Via teleconference: Dolly Gerrior, G. Rae Dulmage

1. Constitution of Meeting

J. McCarthy, Chair, welcomed everyone to the meeting and called the meeting to order. She gave an update to the membership of the Council and noted that Linda Brown had resigned. D. Scriven introduced Ian Shaw as the new Council co-ordinator.

As part of the Safety Moment, Council viewed a video created during Take Your Kids to Work Day at the TSSA. K. Woodcock noted that there were no captions on the video.

2. Approval of Agenda

Council members approved the agenda for the February 8, 2017 meeting as presented.

3. Approval of the Minutes

R. Dulmage requested a correction to be made to include his last name. Council approved the Minutes, as revised.

4. Review Action Items from Last Meeting

Action Items were reviewed as completed.

5. Council Chair’s Report

J. McCarthy mentioned the Skills Competition and would be speaking to that later in the meeting, she updated the Council on the Council Chairs meeting she attended in January, where the issue of trampoline park safety was brought up and will be discussed during the Council meeting. J. McCarthy also mentioned the presentations to be made by MGCS and D. Scriven on the Strategic Plan.
6. TSSA Ombudsman Report

TSSA Ombudsman S. Cooke spoke to her report and presentation. She noted that as her place on the TSSA website is highly visible she said many people from the general public contact her with a range of questions. S. Cooke identified that education is part of her mandate in response to a question from R. Dulmage.

7. Orientation Session

J. McCarthy introduced D. Scriven who outlined the origins of the Council. D. Scriven discussed the origins of the Industry Advisory Councils in 1997 and said what became clear is that public consumer input was lacking. D. Scriven discussed how after incidents including the Sunrise explosion that the Council Terms of Reference would be referenced in TSSA’s By-Laws. D. Scriven said that the mandate of the Council is broad and part of the reason for this is to help identify gaps, (i.e. trampoline parks).

M. Beard said the Council is unique and aligns with TSSA’s main mandate about public safety. He said this is where the Council has a vitally important role to play. He also added that the Council represents all consumers in Ontario.

D. Scriven was supportive of M. Beard and added that the role of the Council is identifying and challenging the scope of safety. The other is to be the conscious to ensure the customer is always considered.

P. Wong agreed with M. Beard and D. Scriven on the importance of the Council. He highlighted that the focus of the Industry Advisory Council meetings are on technical and industry related issues and less focused towards to public, which is why the Council is important.

S. Jaggernath added that the Council is important from the government perspective. Inquiries from the public may not be front of mind but are important and need to consider the consumer voice in Delegated Administrative Authority (DAA) model. This approach in having a dedicated council is a best practice and a good thing.

J. McCarthy added that when she attends Industry Advisory Council meetings, people adjust their view or perspective to include consumers. She said this would not likely happen if she were not there.

E. Nielsen agreed that it is important to have a Council representative sit on Industry Advisory Councils. She suggested that it would be a good idea to keep track of the issues and recommendations the Council has brought up in the past to see what progress has been made.

R. Dulmage asked the Council if it was a conflict to be sitting on other Consumers Councils. After a general discussion the consensus was that it was beneficial to their role to have members of the Council sit on other advisory councils and could address potential conflicts as they arise.
In response to a question from D. Gerrior, D. Scriven said that the Terms of Reference are still relevant as they were updated after changes to the TSSA Act. D. Scriven also noted the importance of the Council with respect to identifying gaps, as it is outlined in the Terms of Reference. M. Beard noted that the TSSA and Council should work together to identify gaps, such as trampoline parks, and bring our experience together to have more of an impact.

R. Brady joined the meeting

J. McCarthy opened up the discussion on trampoline parks and how currently no one is taking responsibility for these parks. The Council discussed this issue at length. P. Wong agreed to follow up on this issue.

ACTION: P. Wong to follow up on the issue of trampoline parks and TSSA’s involvement.

D. Scriven outlined the tabled Consumers Advisory Council Remuneration and Expense Reimbursement Policy (Policy) and the rationale for the creation of the document as being more clear and transparent. The Policy raises the per diems for Council members to $300 from $250. D. Scriven answered questions from Council members regarding the Policy. The Council agreed to look at the document In Camera and follow up after the meeting.

ACTION: J. McCarthy to follow up with D. Scriven on the Policy.

8. TSSA CEO Report

M. Beard spoke to his report. He highlighted that consumers expect to be safe. One of the focus points is how TSSA is being more efficient and more cost effective. M. Beard outlined some changes that have taken place, including amending some standard procedures. One of the decisions moving forward will be freezing fees for industry for another year and a rebate of $6 million into the elevating devices field.

9. Ontario Skills Competition and Student Grant Program

I. Shaw presented a graphic relating to the Student Grants program for Council discussion. He also outlined the approach the TSSA is taking in order to make more of an impact and raise the profile of the TSSA at the upcoming Ontario Skills Competition in May 2017. The Council agreed with the approach, further discussion on the content and graphic would be ongoing.

ACTION: I. Shaw to follow up with Council on the progress of the Grant program and the design of the graphics used to advertise.

I. Shaw proposed the areas for sponsorship at the Skills Competition, after discussion it was agreed that I. Shaw would confirm with Skills Ontario $25,000 for Gold Sponsorship and $6,000 for prize awards.

ACTION: I. Shaw to follow up with Skills Ontario to confirm participation and sponsorship.
10. TSSA Priorities (Fiscal Years 2018-2022)

D. Scriven presented the Strategic Plan, speaking to the background and where the TSSA is heading. The plan is designed to make TSSA a credible regulator and use this as a benchmark as to how TSSA is interacting with their colleagues. D. Scriven displayed the new graphic indicating the overall objective is to highlight all the areas TSSA is involved and focus on reducing gaps.

D. Scriven spoke to the need for the CO Strategy to work towards reducing incidents of CO poisoning to more tolerable levels. E. Nielsen stated that this is a worldwide problem, with the majority of CO poisonings not reported, as hospitals are not able to properly identify CO poisoning. She also noted that there is limited work done around chronic exposure.

D. Scriven identified that there is a recognition for the work that needs to be done both internationally and within Canada. Areas of focus include, documenting the public health burden, sharing and collaborating on research and further engaging the public health sector. D. Scriven updated the Council that he met with a representative from Public Health Ontario who was going to work with TSSA on foundational and data analysis.

Advocacy Strategy

D. Scriven introduced S. Ceolin who presented the Advocacy Strategy and the next steps moving forward. She outlined the approach of the strategy was to increase awareness around CO exposure risks. S. Ceolin identified that a strong push would be made online and through social media. She said that TSSA was creating new partnerships and opportunities, including with Parachute Canada. S. Ceolin went over the current advocacy strategies and the “Silent Killer” campaign. S. Ceolin responded to questions about the strategy and roll out of the campaign from the Council.

11. Ministry of Government and Consumer Services (MGCS) Presentation

S. Jaggernath spoke to her presentation with a focus on the multi-year themes. The presentation was well received and S. Jaggernath answered questions from the Council. J. McCarthy asked about the USA regulation and when the Council could expect to hear back from the Ministry. S. Jaggernath said that she was unsure as it is with the Minister’s office. K. Woodcock asked about the red tape strategy, indicating that there are some businesses who look at regulations as levelling the playing field. R. Brady spoke positively to the report, indicating he was pleased that progress has been made by the Ministry.
12. Updates from Council Members on Industry Advisory Council Meetings

R. Dulmage (Liquids Fuels) went over his report. Discussion focused around gas tank removal and the Insurance Bureau and what was the opinion for TSSA to be involved. P. Wong said he would follow up, as the Statutory Directors were looking into this.

ACTION: P. Wong to assess where a consumer may access this type of information.

E. Nielsen (Natural Gas) spoke to the CO conference and the RRG have now said they would accept a consumer to sit on the committee on an ad hoc basis.

D. Gerrior (Ski Lifts) updated the Council that the majority of risk of injury on ski lifts is related to user behaviour. Including the three identified areas of falls, physical impacts and entanglements. The Ski Lift Council is developing a user behaviours checklist and also looking at advocacy programs; specifically towards children who are taking ski lessons. She mentioned that a man died recently at Blue Mountain as a result of a ski lift related incident.

K. Woodcock (Amusement Devices) spoke to the issue of ongoing standards harmonization and complemented the leadership role TSSA has taken regarding ASTM Standards. She also mentioned TSSA’s Amusement Devises conference in Niagara Falls taking place February 27 to March 2, 2017.

R. Brady (Operating Engineers) advised the Council that he was not able to attend the Operating Engineers Council meeting.

J. McCarthy (Elevating Devices) advised the Council that she was not able to attend the Elevating Devices meeting. She agreed that it would be a good idea to have a document of discussions and decisions in order to keep track of the status. J. McCarthy updated the Council that the USA Advisory Council did not meet and that she will sit on any upcoming meetings for the time being.

Trampolines – Looking at other pieces of legislation that could be used to cover them. K. Woodcock can take the Council input and concerns to the Amusement Devices council.

13. Questions on Information Items and Other Business

J. McCarthy opened up discussion. There were no items discussed.

14. In Camera

Council members met in camera without TSSA representatives or guests.

15. Termination

The meeting was terminated around 4:15pm. The next meeting is scheduled for June 15, 2017.