



# Technical Standards and Safety Authority

## Minutes of the Committee of Council Chairs Meeting

### January 12, 2017

Minutes of the Committee of Council Chairs (CCC) meeting of the Technical Standards and Safety Authority (TSSA) held at 9:00 a.m. on the 12<sup>th</sup> day of January 2017.

Teleconference: Jane McCarthy, Consumers Advisory Council, Steve Lawrence, Boilers and Pressure Vessels Advisory Council, Jim Sanders, Natural Gas Advisory Council, Cindy Sypher, Amusement Devices Advisory Council, and Kelly Leitch, Elevating Devices Advisory Council.

Present: Dave Karn, Propane Advisory Council.

In attendance: Michael Beard, President and CEO, David Scriven, VP Research, Peter Wong, VP Operations, Nameer Rahman, Policy Advisor Stakeholder Relations, Tarannum Khatra Council Coordinator and Ian Shaw Governance and Planning Advisor.

Guests via teleconference: Elizabeth Kay-zorowski, Acting Director, Ministry of Government and Consumer Services

Regrets: Rod Philip, Operating Engineers Advisory Council, Bruce Haynes, Ski Lifts Advisory Council, Liquid Fuels Advisory Council (chair position is vacant), Upholstered & Stuff Articles Advisory Council (chair position is vacant).

#### 1. Constitution of Meeting

D. Scriven welcomed the Committee members and called the meeting to order.

#### 2. Approval of Agenda

The Committee approved the agenda of January 17, 2017 as presented.

#### 3. Approval of the Minutes

The Committee approved the minutes of September 8, 2016 as presented, as being a true and correct record of that meeting.

#### 4. Review of Action Items from Last Meeting

D. Scriven reported that there were no outstanding action items for this meeting.

#### 5. TSSA President & CEO's Report

In advance of the meeting, the Committee received the President and CEO's report, which was treated as read.

M. Beard commented on the safety video, 'Take Our Kids to Work' and informed the Council that TSSA won the 'Take Our Kids to Work' - Outstanding Employer Award from The Learning Partnership of Canada.



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M Beard provided a commentary on the Upholstered and Stuffed Articles (USA) Regulation informing the Committee that the government is assessing the regulation under the Regulatory Renewal Initiative. In particular, the government held a consultation process and identified two options going forward: modernizing the regulation with a reduction in the scope, or repealing the regulation. M. Beard discussed the implications of the respective options, noting that TSSA supports the modernization option and can sustain financial implications of a repeal.

J. McCarthy, Chair of the Consumers Advisory Council (CAC) noted that her Council membership also supports the modernization option. The Committee acknowledged that the government has the authority to make the decision on regulations.

#### 6. TSSA's Strategic and Business Plan Update

In advance of the meeting, the Committee received TSSA's Strategic and Business Plan update, which was treated as read. D. Scriven presented an update. He confirmed that the new Strategic Plan was approved by the Board and is now with the Ministry for their review. Committee members provided feedback for consideration and D. Scriven responded to questions. There was consensus among the Committee members that the Strategic Plan was appropriate as a discussion item at upcoming Council meetings; however, the level of detail provided in the advance material would reflect the Chair's preference. Efforts would be made to link the strategic themes outlined to industry-specific interests.

**Action Item:** D. Scriven to include an agenda item on the Strategic Plan at all Council meetings and align material discussion with Council specific requests.

#### 7. National Public Safety Advisory Committee (NPSAC) update

In advance of the meeting, the Committee received a NPSAC update, which was treated as read.

D. Scriven was appointed Chair of NPSAC in November 2016 for a three-year term. He provided a brief background on NPSAC and outlined the two main themes: collaboration with Standards Development Organizations (SDOs) and the engagement with the Regulatory Authority Advisory Bodies (RAABs). The Committee briefly discussed and D. Scriven responded to questions.

**Action Item:** T. Khatra to send out the membership list of NPSAC to the committee.

#### 8. Integrated Advisory Council Evaluation and Engagement Survey 2016

As part of the advanced materials for this meeting, the Committee received the Integrated Advisory Council Evaluation and Engagement Survey 2016, which was treated as read. D. Scriven provided a commentary on the learning and next steps from results of the 2016 survey.

Overall, he noted that the findings were positive but varied at the individual Council level. Some of the overarching themes were highlighted as follows:

- Decision making is slow
- Council priorities are not aligned in the Agenda
- The Regulatory reform initiative (this is being addressed in some sectors)
- Technology usage (for example facilitating meeting via video skype)
- Need to better manage Council expectations



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- Clarify Agenda ownership

Chairs noted that the summary reflected their assessment and agreed to work with the Corporate Secretariat to address any Council specific findings.

**Action Item:** Council Chairs agree to demonstrate ownership of their Council Agenda.

### 9. Ministry of Government and Consumer Services (MGCS)

As part of the advanced materials for this meeting, the Committee received the Bi-Annual report from the MGCS, which was treated as read.

E. Kay-Zorowski provided information on the Government & Consumer Protection Ontario's (CPO) priorities. She informed the Committee that there was a change of Minister. Tracy MacCharles is the new minister of MGCS. She also informed the Committee that during the Regulatory Renewal process, the Ministry is conducting its reviews in a consultative and collaborative manner with industry and with TSSA.

E. Kay-Zorowski pointed out that the government's priority is to be an open, transparent and accountable government. She also advised that the regulations are being modernized.

The Committee found the material to be helpful in understanding the Government's role and responsibilities.

### 10. Roundtable Update

J. McCarthy advised the Committee that there were two new recruits in CAC. She advised that CAC wants to clarify its understanding of the role in supporting TSSA's mandate and how CAC can assist the various Councils going forward.

D. Karn. advised that PAC, at their last Council meeting, refreshed their priorities, some of which have national implications. As such he plans to explore assistance through NPSAC in the future.

J. Sanders advised Council about the school board's request to participate in the Natural Gas Advisory Council. In addition, he mentioned that the two on-going priority issues for his Council were building activations and third party damage on natural gas systems.

K. Leitch advised the Committee that EDAC's major concern is safety and pointed out that the vast majority of incidents occurring on elevating devices is due to user behavior. The Council is also concerned regarding the level of compliance.

C. Sypher provided an update on new members to the ADAC from the insurance and manufacturing sectors, as well as a new member from the Canada National Exhibition. She also pointed out that user behavior is a large component of the incidents on amusement devices. They want to capture and analyze the data for future prevention policies.

S. Lawrence advised that regulatory review in the boilers and pressure vessels sector is going well and heading in the right direction. The new Code Adoption Document is almost ready.

**Action Item:** I. Shaw to provide update to the chairs about CAC departures and new recruits.

### 11. Council Administration and Other Businesses



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The report to the CEO is due in April. The first reminder was sent out to the chairs.

**12. In Camera**

Committee members did not meet in-camera.

**13. Termination**

The meeting was terminated at 11:03 a.m. The next meeting date is September 7, 2017.