



Technical Standards and Safety Authority

Minutes of the Amusement Devices Advisory Council Meeting on March 12, 2014

Minutes of the Amusement Devices Advisory Council (ADAC) meeting of the Technical Standards and Safety Authority (TSSA) held in in Rooms 1433 and 1434 on the 14th Floor, Centre Tower, 3300 Bloor St. W., Toronto, Ontario at 10:30 a.m. on the 12th day of March 2014.

- Present:** Virginia Ludy (Chair) Canadian National Exhibition, Mark Bingeman, Bingemans, Keith Brown, Ontario Place, Andrew Gidaro, A to Z Fun Rentals, Bill Kane, North American Midway Entertainment, Jane McCarthy (for Kathryn Woodcock), Consumers Advisory Council, Rick McMullen, 401 Mini-Indy Limited, Norm Pirtovshek (Peter Switzer), Canada's Wonderland, and Cindy Sypher, Sypher & Associates Field Engineering Ltd.
- In attendance:** Michael Beard, President and CEO (items 7 – 12 and 15, 17, 18), Erin Estok, Stakeholder Relations (all except item 16), Roland Hadaller, Director, Elevating and Amusement Devices (all items except item 16), Maram Khalif, Council Coordinator (all items except item 16), Josh Sorman, Advisor, Training and Certification (items 13), and Peter Wong, VP of Operations (all except item 16).
- Regrets:** Mark Beaven, Ontario Association of Agricultural Societies, Peter Gismondi, Superior Events, Breckon Husband, Aon Reed Stenhouse Inc., Ken Karns, Western Fair District, and Kathryn Woodcock, Consumers Advisory Council.
- Guests:** John Calabrese, Electrical Safety Authority (ESA), James Fraser, ESA, Karen Hanna, Ministry of Labour (MOL), Randy Homenuik, Homenuik Rides Inc. Richard Hustwick, Ministry of Consumers Services (MCS), Hussein Lalani, MCS, Ted Olechna, ESA, and David Vaughan, ESA.

1. Constitution of Meeting

V. Ludy, Chair, welcomed the council members and called the meeting to order. The Chair introduced guests. A roundtable introduction took place.

2. Approval of Agenda

Council members approved the agenda for March 12, 2014 meeting.

3. Approval of the Minutes

Council members approved the minutes of the October 23, 2013 ADAC meeting as drafted, as being a true and correct record of that meeting.

4. Review Action Items from Last Meeting

All action items were completed as highlighted except one item regarding the human factor involved in engaging owners/operators of the waterslides ambassadors' program pilot. This item will be updated at the next meeting.

5. Council Chair's Report

The Chair informed council that she was not present at the last Committee of Council Chairs. The Committee minutes will be shared with council.



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6. TSSA President & CEO's Report

As part of the advanced materials for this meeting, members received TSSA's President and CEO's report regarding TSSA's key activities over the last quarter, which was treated as read.

The CEO report is also shared with MCS liaison meetings and with the Board of Directors.

7. Ministry of Labour and TSSA Pilot in Amusement Devices Update

With the aid of a PowerPoint presentation which forms part of the record for the meeting, K. Hanna of Ministry of Labour (MOL) provided an overview of 2013 Central West (CW) Amusement Devices initiative.

She also provided high level information regarding MOL's mandates involving the Occupational Health and Safety Act (OHSA); Employment Standards Act; and Labour Relations Act.

The goals of the CW Regional initiative were to:

- Raise awareness of the key hazards with employers that may not have been previously visited by MOL;
- Encourage employers to identify and control hazards; address and remedy non-compliance with OHSA and regulations;
- Deter non-compliant employers;
- Enhance health and safety partnerships; and promote compliance and improved health and safety to protect workers in the amusement devices industry.

CW regional initiatives outcomes were shared, including 23 workplaces that were visited in which seven workplaces were jointly visited with TSSA inspectors; a total of 75 orders were issued; and an average of 3.1 orders were issued per field visit.

The result of this initiative suggested that further interventions would be beneficial to continue educating employers on duties and responsibilities and to support the sustainability of their internal responsibility system.

ACTION: K. Hanna will share a copy of the presentation and the details of orders issued with council.

8. Electrical Safety Authority

With the aid of a PowerPoint presentation which forms part of the record of the meeting, J. Fraser and J. Calabrese of ESA presented an overview and introduction of ESA and the field evaluation for amusement rides.

They also provided background information of ESA and highlighted fundamental differences between Field Evaluation Agencies and ESA.

ESA and TSSA's partnerships involving participation at the National Association of Amusement Ride Safety Officials (NAARSO) was highlighted to demonstrate how information was shared with the industry.

Proposed changes to the carnival inspections by ESA were presented. ESA and TSSA's concerns around areas of inspections and proper maintenance of devices were also discussed.

ESA presented the next steps of the process as follows:

- Communicate pending changes to the industry;



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- Create an industry working group to discuss objectives, process and implementation time frame. This is to include members from the following sectors:
 - Carnival operators
 - Filed Evaluation agencies
 - Possible Standard Development Organizations
 - Others
- Update related electrical bulletin(s)
- Communicate implementation plan and effective dates to all involved.

Council members requested to be included in the above working group. The importance of inviting members from the mobile industry to the working group was also highly recommended. The impact event organizers have on the industry was also noted. The need for communication prior to the festival season was recommended.

ACTION: The presentation from ESA to be sent to council.

ACTION: ADAC members interested in participating in the ESA and TSSA working group are to advise M. Tevyaw or contact ESA directly.

9. Priority Safety Issues:

Public Education: this issue will be updated at the next meeting after the research results of the summer season is available.

Harmonization: S. Simons provided a high level update around the progress of the ASTM and CSA on harmonization. She noted there was a hold on some administrative issues between CSA and ASTM that have an impact on this process. All present council members support the harmonization process and urge CSA and ASTM to resolve the administrative issues as soon as possible.

Cost Compliance: This item will be updated under item 10 – option paper for fee review and framework.

10. Option Paper for Fee Review and Framework

With the aid of a PowerPoint presentation which forms part of the record of the meeting, R. Smart presented an options paper for fee review which included lessons learned from the last fee review, framework process and implementation; initial “kick-off” of a comprehensive review of options for future implementation; engagement of various stakeholders; and a focus on value-for-money and innovation.

The options paper for fee review will address those issues important to council and customers, such as, transparency and communication. It will also provide simplicity, fairness and clarity, as well as allow for improvements, where needed, in the future.

The benefits of utilizing the Declaration of Compliance program were highlighted.

The next steps include sharing the options paper for fee review and framework with all councils in the next few months. The research results obtained by a third party in-junction with the Research and Education Department will be shared with the Committee of Council Chairs at the meeting in September 2014. Subsequently, it will be shared with the rest of the council. The third party will review other similar organizations’ fee processes, engage the advisory council and consumers, and will eventually develop a benchmark framework.



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11. Ministry of Consumers Services

R. Hustwick noted aside from the information included in the CEO report that MCS was further focusing on Propane Safety Panel proposals to eliminate annual inspection and replace it with risk based inspections as well as a Boilers and Pressure Vessels regulation review to deal with administrative issues. He also highlighted that MCS was working on a Delegated Administrative Authority (DAA) guideline and developing policies around administrative monetary penalties. Focusing on open government. The work surrounding home inspection initiatives was also highlighted.

12. Safety Compliance Report

With the aid of a PowerPoint presentation which forms part of the record of the meeting, R. Hadaller presented safety compliance information for the industry.

Data for waterslides and mobile rides sectors were distinguished as per council's request at the last meeting. Discussion ensued around the details surrounding devices that were involved in incidents, such as structural issues or sharp edges. These details were not captured in the data.

Having details of the number of devices and number of riders who use them were discussed. User behavior was the determining factor in most incidents. The importance of continued public education was highlighted. Changes of TSSA's priorities involving Carbon Monoxide impacting public education budget was also noted.

The initiatives in waterslide sectors being spearheaded by the Research and Public Education Department were highlighted.

In light of budget restraints, the benefits of utilizing social media to educate the public were discussed.

13. Training and Certification Advisory Board (TCAB) Update

As part of the advanced materials for this meeting, members received a briefing note on the recent activities of the TCAB, which was treated as read.

The length of hours needed to be certified as an AD mechanic was discussed. A TCAB meeting was scheduled for Monday, March 17, 2014 and if any changes are recommended, TSSA's Stakeholder Relations and MCS will provide a regulation update.

The practical differences between AD and Elevating Devices' training and certification processes were further discussed and the AD industry requested that each industry be treated differently according to its uniqueness.

14. TSSA's Social Media Strategy

Exchange Blog: L. Ramsay highlighted the changes made to TSSA's public site including the new Exchange Blog in which an interactive site was embedded in TSSA's public site. She also highlighted the new Twitter, YouTube and Facebook accounts and encouraged council to follow and/or sign up.

The new blog will feature multiple media formats including videos, interviews, and pictorials and will be fully administrated by TSSA's staff; however, anyone can leave comments on articles, videos and any other information on the site. This site will be replacing the annual industry newsletter.

Everyone was encouraged to send any feedback to L. Ramsay. The new blog will be launched at the end of March.



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Council Portal: a progress update was provided to council. The council portal has been developed as a result of council's request to have a tool for communication between meetings. The site will be launched during the summer and council will receive an invitation to register.

15. Engineering Review Process Task Group Update

TSSA is undergoing a mapping process task to review all its processes. It has been determined that Ski, ED and AD need to be distinguished in the engineering process due to the nature of each industry. Peak times, seasonal industries and recognizing other difference in each industry has impacted the mapping process and changes are being made to accommodate each industry accordingly.

16. How the Industry Representatives at the Council Meetings Consult the Industry for Representing their Concerns

The use of National Public Safety Advisory Committee (NPSAC) to streamline best practices was noted as an information sharing option. NAARSO, ASTM and through CSA were also noted as places where many members share information regarding standardization and codes.

Some members noted that they provide information to associations they belong and pass information at national conferences they attend. Other members noted that they did not belong to any associations or other organizations; however, they noted that on occasions, they may informally discuss issues with members of the industry and seek consensus.

V. Ludy shared information with various related associations. C. Sypher also shared information with ASTM and US related industries. K. Brown noted that his interest in training and certification of mechanics was shared with international organizations. M. Bingeman noted that there was a recently developed waterslide association. This is primarily active in the US; however, he noted that any applicable information will be shared.

Council were encouraged to share information and be aware that unlicensed operators and event organizers who were not aware of policies and regulations will have an impact on the industry at large, especially if there is an incident. Overall, council agreed that Ontario has a good public safety reputation.

17. Regulations Regarding Sprinklers in Amusement Device Trailers Operating Indoors

C. Sypher introduced an item at the meeting regarding a memo from the Toronto Fire Services South Command advising the industry the requirement for Toronto Fire Services Approvals in regards to facilities being used for conventions, concerts, trade shows and expos, etc. A handout was distributed at the meeting and a discussion followed around how to proceed with this new practice.

18. Membership Matrix

As part of the advanced materials for this meeting, members received a revised matrix and membership matrix, which was treated as read.

The matrix was affirmed as presented.



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ESA has requested an invitation to join the council. It was determined that ESA is a regulatory body and therefore, does not qualify to be a TSSA advisory member. However, it was recommended that they be invited, on an “as needed” basis.

Three new members who could not join the meeting today were announced as follows: Bill Carter, Brendan Turner and Darryl Hore. They will be invited for an orientation prior to the next meeting.

19. Questions on Information Items and Other Businesses

The Chair requested for the ADAC meeting in spring 2015 to be scheduled at end of March in order to avoid March Break.

20. In Camera

Council members met in camera without management and guests.

21. Termination

The meeting was terminated at 1:45 p.m. The next meeting is scheduled for October 22, 2014.