



Technical Standards and Safety Authority

Minutes of the Amusement Devices Advisory Council Meeting on November 10, 2016

Minutes of the Amusement Devices Advisory Council (ADAC) meeting of the Technical Standards and Safety Authority (TSSA) held in in Ontario Room, 345 Carlingview Drive, Toronto, Ontario at 10:00 a.m. on the 10th day of November 2016.

- Present:** Cindy Sypher (Chair), Sypher & Associates Field Engineering Ltd., Mark Bingeman, Bingemans, Keith Brown, BOPS Inc., Andrew Gidaro, A to Z Fun Rentals, (items 1-10), Darryl Hore, Caliber Eng. Corp, Janice Jeffreys, A. E. Jeffreys Insurance Brokerage House Inc., Bill Kane, North American Midway Entertainment., Kathryn Woodcock, Consumers Advisory Council, Rick McMullen, 401 Mini-Indy Limited, Elaine Rennie, OAAS, Peter Switzer, Canada's Wonderland, and Andreas Tanzer, Proslide Technology Inc.
- Attendees:** Michael Beard, President and CEO (items 1 to 8 and 13)), Roger Neate, Director, Elevating and Amusement Devices (all items except item 16), Maram Khalif, Council Coordinator (all items except item 16), Dean McLellan, Incident Management Specialist (all items except 16), Sonny Silva, Inspector, (all items except 16), Joshua Sorman, Team Leader (item 13), and Peter Wong, VP of Operations (all except item 16).
- Guest:** Sarah Jeffrey-Hampton, Senior Policy Advisor, Ministry of Government and Consumer Services (items 10 and 11).
- Regrets:** Bill Carter, Jim Kong Amusements, Peter Gismondi, Superior Events, and Brendan Turner, Camp Quality Canada.

1. Constitution of Meeting

C. Sypher, Chair, welcomed Council, and the meeting was called to order.

Mike Cruz of the Canadian National Exhibition was unable to join the meeting.

As part of the safety moment, Council viewed a safety video highlighting escalator safety.

2. Approval of Agenda

Council members approved the agenda for the November 10, 2016 meeting.

James Fraser of Electrical Safety Authority was unable to join the meeting and S. Silva will provide an update for item 14.

3. Approval of the Minutes

Council members approved the minutes from the March 3, 2016 ADAC meeting as drafted, as being a true and correct record of that meeting.

4. Review Action Items from Last Meeting

S. Silva noted that all highlighted action items were completed with the exception of two outstanding items that will be updated under item 11 and 13 of the agenda respectively.



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5. Council Chair's Report

As part of the advanced materials for this meeting, Council received the Chair's annual report to the TSSA CEO regarding Council's accomplishments and future opportunities, which was treated as read.

6. TSSA President and CEO's Report

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

M. Beard highlighted the success of the relocation of TSSA's head office.

He further highlighted the progress of TSSA's 20/20 initiative focusing on improving business processes and supporting information systems, which will modernize and improve TSSA's business model.

The Safety Award winner videos were shown at the meeting.

7. Amusement Devices Advisory Council Evaluation and Engagement Survey Result

As part of the advanced materials for this meeting, Council received the result of the ADAC evaluation and engagement survey result report, which was treated as read.

P. Wong, on behalf of D. Scriven, highlighted the relationship between Council and TSSA and how it has improved since the last Council survey.

Overall, some of the areas Council recommended for further improvement were technology and agenda topics.

The Council portal has improved the communications with Council members; however, it has further opportunities for improvement. The portal will be enhanced by TSSA's 20/20 initiative. As per the agenda topics, he reiterated that TSSA takes direction from the Council to set meeting Agendas. It was acknowledged that TSSA followed the advice of Council in regards to the waterpark public education initiative.

Further discussion with Council demonstrated that TSSA could improve the time around responses for code adoption process, accessibility issue and provide feedback on issues in real time.

8. Annual State of Public Safety Report and Compliance Safety Report for AD

With the aid of a PowerPoint presentation, which forms part of the record of the meeting, R. Neate provided an overview of the FY16 Annual State of Safety Report for TSSA and additional amusement safety results.

He further noted the types of incident by highlighting that 96% of them were related to external factors, including, user behavior and trip and falls.



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Council discussed how this information might relate to design engineering code issues. Council also requested that future reports distinguish between user behavior and external factors.

Further discussion focused on the challenges of collecting data in incident reporting involving the public. The person involved may leave the premises or refuses to give information. There were multitude of psychological and cultural reasons why a person may not give information after an incident and how this may skew the data.

One of the main obstacles in collecting meaningful data was not getting enough information about what happened.

TSSA is looking at revising the incident reporting guidelines. Draft revisions will be shared with Council for consultation.

From a consumer perspective, the nature of technology for the AD industry in comparison with elevating devices industry was discussed.

ACTION: D. McLellan will forward the new draft incident reporting guideline to the Advisory Council before finalizing.

9. Setting Priority Safety Issues (2016 -2019)

As part of the advanced materials for this meeting, Council received ADAC historical issues, which was treated as read.

R. Neate, on behalf of D. Scriven, informed Council that they needed to set priority safety issues for the Council. Priority issues will be standing items on the agenda for the next three years or until completed. The current priority safety issues were updated as follows.

Adoption of ASTM International: Council discussed the progress of this initiative and noted they would like to consider this item as a safety priority in light of the proposed changes to the Code Adoption Document and the Director's Order process.

Waterslide public awareness: This issue was put on hold as per request from the Council. However, Council reiterated that they preferred to have a different type of public education approach and not halt the initiative completely.

Further discussion ensued around unlicensed operators and ways to prevent or deal with them. This issue was not perceived across all sectors.

As a result of the ADAC survey, R. Neate, compiled a list of Council's preferences on areas they would like to focus on moving forward. A survey will be developed and it will highlight the eight areas that Council would like to focus on, including, the option to have them as business as usual rather than a safety priority.

The eight areas to consider were as follows:

- ASTM F24 adoption (current safety priority),
- Public education (current safety priority on hold and needs new approach),
- Eligibility and accessibility issues,
- Incident reporting changes,
- Control of unlicensed operators,



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- Risk based inspections,
- Aging equipment,
- and training and certification

ACTION: R. Neate will canvass Council to identify the three areas of focus as priority safety issues for the next three years by creating a Survey Monkey and share the findings at the next meeting.

10. Ministry of Government and Consumer Services

As part of the advanced materials for this meeting, Council received a biannual report from MGCS' key activities involving TSSA, which was treated as read.

S. Jeffrey-Hampton, on behalf of R. Hustwick, joined the meeting via teleconference for this item.

In regards to the proposed changes to the Code Adoption Document and Director's Order processes, the changes were a result of improved communications between MGCS and TSSA, creating a threshold for consultations, and having evidence based analysis. More details were provided under item 11. She reiterated that the process changes were led by TSSA.

11. Proposed changes to Code Adoption Process

R. Neate informed Council that TSSA was undertaking changes to the standard operating procedure for developing CAD and Director's Orders.

R. Neate explained the process in detail and provided rationale for the changes.

The process was to become more rigorous, considering cost impact, including open consultation within the industry and public review before approval.

Both industry and consumer representatives expressed a strong position for not having the new process applied to the ASTM F24. It was reiterated that the AD code has been in consultation with the industry and TSSA for the past 10 years. Council requested having the approval of the revised code expedited. They recommended utilizing the new process for upcoming codes.

Council further expressed issues facing the industry as a result of the delays in approving the AD code and holding the training necessary for its adoption. TSSA has been offering trainings at AD related codes at conferences to prepare the industry for the approved AD code.

Council urged R. Neate to submit the code revisions to MGCS by November 24 so the 30 days period end, by end of the year. They also recommended that TSSA have the revisions sent to Council for review as part of the threshold for consultation that will be required by the MGCS.

ACTION: R. Neate will send the final draft to Council noting Council has been consulted in official capacity before proposals are sent to MGCS.

ACTION: R. Neate will follow up with W. Lee about expediting the process for AD code as per Council's request.



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12. Proposed changes to Amusement Devices Inflatable Mechanic Certification

As part of the advanced materials for this meeting, Council received a briefing note highlighting the changes made to AD inflatable mechanic certification, which was treated as read.

J. Sorman informed Council that as a response to a request from Council in March 3, 2016 meeting, Training and Certification Advisory Board reviewed the requirement to obtain certification for the above-mentioned certification.

He informed Council that any significant changes requires a regulation review. In the meantime, the Statutory Director will consider establishing a pilot program for determining how a revised certification regime may work.

Any feedback on the criteria of the pilot program will be appreciated.

13. Amusement Devices Accessibility for Persons with Disabilities

As part of the advanced materials for this meeting, Council received a guideline for accommodation for accessibility for persons with disabilities in the water slide industry, which was treated as read.

S. Silva informed Council this was a broad guideline for companies who were developing accommodation strategies for accessibility. The document was developed in response to a request from industry to have a systematic way for providing accessibility.

Council discussed the implications of the document in regards to manufacturers, human rights and legal issues. It was reiterated that the guideline does not mandate any actions and only recommends steps taken, such as; conducting risk assessment while developing strategies for accessibility for persons with disabilities.

It was recommended that other sectors develop specific guidelines in the future.

ACTION: The latest draft will be sent to Council for further feedback before the guideline for accessibility for person with disabilities accommodation is shared with the water slide industry and finalized.

14. Joint Inspection with Electrical Safety Authority Update

S. Silva informed Council there had been 14 site joint inspections with ESA. He explained the value of having these joint inspections. He further provided details of how the joint inspection functions.

15. Questions on Information Items and Other Businesses

M. Bingeman renewed his term for another three years.



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16. In Camera

Council members met in-camera without management and guests.

17. Termination

The meeting was terminated at 2:25 p.m. The next meeting is scheduled for March 9, 2017 at 345 Carlingview Drive.