Minutes of the Ski Lifts Advisory Council (SLAC) meeting of the Technical Standards and Safety Authority (TSSA) held in the Ontario Boardroom, 345 Carlingview Drive, Toronto, Ontario at 9:30 a.m. on the 23rd of March 2017.

Present: Bruce Haynes (Chair) Ontario Snow Resorts Association (OSRA), John Ball, Canadian Ski Instructors Alliance (CSIA), Ward Bond, Bond Ski Lift Installations/Loch Lomond Ski Ares, Ron Cameron (CSPS), Murray Frankcom, Leitner-Poma Canada Inc., Dolly Gerrior, Consumers Advisory Council (CAC), Craig MacDonald, Caledon Ski Club, Dave Mathewson, Mount Pakenham Ski Area, Kevin Nichol, Gougeon Insurance Brokers, Mark Rutherford, Brimacombe, Alvin Weatherall, (for item 10 only) Blue Mountain Resort.

In attendance: Michael Beard, President and CEO (all items except 19), David Scriven, VP Safety Strategy and Corporate Secretary (all items except 19), Peter Wong, VP Operations (all items except 19), Roger Neate, Director (all items except 19), Jim Palmer, Regional Supervisor (all items except 19), Joshua Sorman, Team Leader (for item 15), Dean McLellan, Incident Management Specialist, Elevating and Amusement Devices (all items except 19). Steve Robinson, Communications Manager (for item 14), Nameer Rahman, Policy Advisor Stakeholder Relations (all items except 19), Susy Ceolin, Communications Advisor, Research and Education (for item 14), Tarannum Khatra, Council Coordinator (all items except item 19).

Guests: Richard Hustwick, Senior Policy Advisor, Ministry of Government and Consumer Services (all items except 15) and Ron Cameron, Canadian Ski Patrol.

1. Constitution of Meeting

The Chair, B. Haynes, welcomed everyone and called the meeting to order.

As part of the safety moment, Council viewed a safety video on Carbon Monoxide awareness, “The Silent Killer.” TSSA has carried out an extensive promotional campaign through all forms of media – mass print advertising in TTC subway stations, bus shelters, and GO trains, as well as videos in cinemas and social media. TSSA collaborated with the Fire Marshall and Kidde. The Silent Killer video was played.

2. Council Chair’s Report

B. Haynes provided a verbal report advising Council members that there was improvement in the Ski season this year when compared to the previous year. However, business is not as good as it should be. He cited weather patterns as a big concern for the ski industry. He also added that there are better snow making machines available that help with this concern.

R. Hustwick wanted to know how the ski industry copes with the bad snow season. B. Haynes mentioned that it is a challenge since snow making machines & lifts are becoming expensive, along with increasing labor costs.

B. Haynes requested TSSA to move the next Council meeting to the last Thursday of October 2017.

ACTION: T. Khatra to reschedule meeting to October 26, 2017.
(SLAC meeting rescheduled.)
3. Approval of Agenda
   Council approved the agenda of March 23, 2017 meeting, as presented.

4. Review Action Items from Last Meeting
   J. Palmer reported that there are no new nominees for the engineering vacancy.
   Council suggested Daryl Hore as a prospective member.
   **ACTION:** M. Frankcom and B. Haynes will contact Daryl Hore regarding the engineering vacancy and report back at the next Council meeting.

5. Approval of the Minutes
   Council approved the minutes of the October 12, 2016 Ski Lifts Advisory Council meeting as presented, as a true and correct record of said meeting.

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

7. TSSA’s Strategic Plan
   As part of the advanced materials for this meeting, members received the TSSA Strategic Plan, which was treated as read.
   
   D. Scriven highlighted some of the broad themes of the Strategic Plan. TSSA aims to become a Modern Regulator by reducing barriers and becoming more transparent and to enhance the overall safety where Ontarians live, work and play. The plan comes into effect May 2017.

   B. Haynes and the Council liked the Strategic Plan and would like to share it with other ski industry members. D. Scriven informed Council that a TSSA representative can personally present the Strategic Plan to the Ski Industry if needed.
   
   **ACTION:** D. Scriven to provide an executive summary of the Strategic Plan by the end of April 2017.

8. Aging Lift Assessment
   M. Frankcom advised Council regarding the need to revisit the aging lift assessment. He requested Council to put together a Risk Reduction Group (RRG) to review the aging lift assessment process. The RRG was formed at the meeting comprising of Murray Frankcom, Craig MacDonald, Rob Kremer and Rene Boiselle.

   M. Frankcom and the Council members applauded the work of the TSSA Elevating Devices Engineering team.
ACTION: The RRG will provide an update on the aging lift assessment at the next meeting.

9. Ministry of Government and Consumer Services (MGCS)

As part of the advanced materials for this meeting, members received the Ministry's report, which was treated as read.

R. Hustwick advised Council that Tracy MacCharles is the newly appointed Minister of Government and Consumer Services. She is also the Minister responsible for accessibility.

Under the new process, proposed, CADs are posted for 30 days to TSSA. CADs benefit from the new process as they are now being processed in a quicker manner. In the summer, TSSA and the Ministry will brainstorm to determine which regulations need to be reviewed. By then, the Elevating Devices regulation will be in Phase 2 and will also cover Ski Lifts.

R. Hustwick introduced N. Rahman, TSSA Policy Advisor from the Stakeholder Relations department. N. Rahman is assisting the Ministry with elevator availability issues, which has become a key issue in the Private Members Bill.

R. Hustwick advised Council regarding TSSA Appeals of Bill 27. This amendment would specify a 90-day time limit for appeals to be submitted to a Statutory Director for inspection orders, inspection-related seals, or fees. Currently, there is no time limit for appeals.

Council members inquired about the appeal process. Specifically, in cases where there is a pending appeal to the Director’s Order, will the Director’s Order be enforced? D. Scriven replied that the Director’s Order will apply until such time as the court hearing of the appeal overturns the Director's decision.

10. Proposal for changes to incident reporting criteria

As part of the advanced materials for this meeting, members received TSSA's Incident Reporting Guidelines and proposed wordings to the reporting guidelines, which was treated as read.

Members felt that the regulations, as currently defined, are not clear. Council members identified the need to better define incident reporting and indicated that ski lifts should not cease operations for insignificant incidents.

A group was formed to look at proposed wording changes. The task group members are: Rob Kremer, Alvin Weatherall, Kevin Nichol, Mark Rutherford, Murray Frankcom, John Ball, Dean McLellan and Bruce Haynes. D. McLellan and A. Weatherall will jointly chair the task group.

ACTION: D. McLellan and A. Weatherall will provide an update on the proposed wording changes to the incident reporting criteria at the next meeting.

11. Enforcements/Inspections/Reporting

D. Mathewson advised Council that he received 8-10 reporting calls. There was discussion about the increased frequency of inspection for lifts that had directives written against them. B. Haynes appreciated J. Palmer’s efficient communication with regard to ski inspections. There was discussion
about providing clearer and consistent Standard Orders to ski organizations. Furthermore, there should be improved communications to the Ski Industry regarding Inspections & Enforcement.

**ACTION:** TSSA to provide a presentation in the Fall on risk-based schedule and enhancements. R. Neate to provide an update at the next meeting.

### 12. Priority Safety Issue: Inspector & Mechanic Training

There was discussion about continued education combined with Mechanic Training. J. Palmer advised Council about the proposed Inspector & Mechanics training conferences, where inspectors would have an opportunity to network with industry members. M. Frankcom suggested that training be recorded so it can be shared with those who are unable to attend the sessions. R. Neate agreed with this suggestion.

**ACTION:** B. Haynes and J. Palmer to discuss details as part of conference planning.

### 13. Priority issue: Operator Training

There was discussion about the advantages of training lift operators. There was no update under this item.

### 14. Priority Issue: Public Education

As part of the advanced materials for this meeting, members received material regarding public education.

S. Ceolin presented TSSA’s public education strategy. The dominant cause of accidents on ski slopes is user behaviour. TSSA wants to promote public awareness concerning safe user behaviour around ski lifts and ski slopes. TSSA would like to work with the ski industry to put together a safety video. B. Haynes offered to assist S. Ceolin in this effort.

### 15. Mechanics/Licencing/Training/Education

Ontario Ski Resorts Association (OSRA) has submitted their applications. D. Mathewson, J. Ball and K. Nichol advised that they would be seeking instructor status on behalf of OSRA. K. Nichol advised of the critical need of keeping training materials/content up-to-date. Materials should include lessons learned and recent incidents, as this kind of information is applicable to all Ski Lift Mechanic classifications. J. Sorman indicated that the OSRA application would be reviewed in a timely manner. TSSA will work collaboratively with K. Nichol through the application process. It was noted that the public consultation process regarding the requirements of *Ski Lift Mechanic Continuing Education* may delay the tentative implementation date (January 1, 2018). The Training and Certification Advisory Board will be advised on the status.

### 16. Questions on Information and Other Businesses

*Other Business:* B. Haynes pointed out the need for updating the safety messaging signs.
There was discussion about the codes changing in 2019 and whether it is viable to adopt the current code. B. Haynes wants to adopt the newer codes. However, some Council members would prefer not to adopt the current code in anticipation of the new codes in 2019.

17. In Camera

Council members met in camera without TSSA staff and guests.

18. Termination

The meeting was terminated at 1:15 p.m. The next meeting is scheduled for October 26, 2017