



Technical Standards and Safety Authority

Minutes of the Ski Lifts Advisory Council

Meeting on March 22, 2018

Minutes of the Ski Lifts Advisory Council 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 22nd day of March, 2018.

Present: Bruce Haynes (Chair), Ontario Snow Resorts Association (OSRA); John Ball, Canadian Ski Instructors Alliance (CSIA); Murray Frankcom, Blue Mountain Resort Inc.; Dolly Gerrior, Consumers Advisory Council (CAC); Craig MacDonald, Caledon Ski Club; Dave Mathewson, Mount Pakenham Ski Area; Kevin Nichol, Nichol Solutions North Inc.; Bradley Redwood, Canadian Ski Patrol Association; Mark Rutherford, Brimacombe.

David Scriven, Acting President & CEO; Roger Neate, Director, Amusement and Elevating Devices, Ski Lifts; Kevin Melo, Director, Finance (item 6); Dean McLellan, Incident Management Specialist; Jim Palmer, Supervisor; J. Javier, Safety Awards Committee (item 1); Denis Caza, Policy Analyst Public Safety & Risk Management (item 10); Joshua Sorman, Team Leader, Certifications and Examinations (item 9); Susy Coelin, Communications Advisor (item 8); Jeff LeMoine, Communications Advisor (item 9); Nameer Rahman, Policy Advisor Stakeholder Relations; Consuelo Esquivel, Council Coordinator.

Guest: Richard Hustwick, Ministry of Government and Consumer Services.

Regrets: Ward Bond, Bond Ski Lift Installation, Peter Wong, Vice President, Operations

1. Constitution of Meeting

The Chair called the meeting to order at 9:30 a.m. He welcomed everyone and introduced new Council member, Brad Redwood.

As part of the safety moment, Council was shown the news video-clip of a recent ski lift incident at Gudauri, a resort on the Greater Caucasus mountain range in Georgia.

J. Javier spoke about the upcoming Safety Awards, and directed Council to information and nomination forms available on the website. She urged Council to nominate individuals from the ski lifts industry.

2. Adoption of the March 22, 2018 agenda

Council members approved the agenda for the March 22, 2018 meeting as presented.

3. Adoption of minutes of October 26, 2017

M. Frankcom noted that the minutes should reflect his representation from Blue Mountain Resort Inc. With the change, Council members approved the minutes of the October 26, 2017 meeting as being a true and correct record of the meeting.

4. Review Action Items from last meeting

R. Neate referred to the list of pending action items, all of which will be reported at today's meeting, except for item no. 1 regarding the 20/20 program business process review. This will be deferred to the fall SLAC meeting in October 2018.

M. Frankcom suggested that Council reach out to Sarah Simons as a possible candidate in SLAC to fill the engineering vacancy. The vacancy arose from Murray's move to Blue Mountain.

(Following today's meeting, M. Frankcom invited Sarah Simons to consider joining SLAC.)



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5. TSSA President and CEO's Update

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

D. Scriven provided updates to the report.

- Bonnie Rose has been appointed President and CEO beginning April 4, 2018. He gave a brief background on her experience.
- The Auditor General of Ontario has commenced a Value for Money audit of TSSA beginning January 2018. He stressed that this is not a financial audit, but rather an audit focused on economy, efficiency, and effectiveness of TSSA's operations. The auditors have asked to meet with Council *in camera* following today's meeting.

6. FY 19 Fee Review

K. Melo spoke to the item on behalf of Georgina Kossivas, Chief Financial Officer. He elaborated on the presentation slides on the fee review which were distributed to Council beforehand.

Fees of all programs will be reviewed in FY19, with a targeted implementation date of May 1, 2019. Prior to that, the review will entail consultation with various stakeholders, approval by the Board, and submission of a business case to the MGCS. Fee reviews have already been completed in recognition of regulatory changes to the Boilers and Pressure Vessels and the Upholstered and Stuffed Articles (pending Cabinet approval).

When evaluating the ski lifts fees, TSSA will look at our overall financial projections of the amusement devices, elevating devices, and ski lifts sectors collectively. The last fee change for ski lifts was introduced in May 2011 with fees frozen since that time as there has been no financial justification for an increase since then.

TSSA cannot provide projections at the present; however, as directed by the Memorandum of Understanding (MOU), fees are based on a cost recovery approach and collectively should reflect 3-year cost trends and a margin not to exceed 5 per cent. The MOU also requires that fee reviews include consultation with impacted stakeholders, including the advisory councils. More discussion on this will come forward at the next meeting.

7. Inspectors/Mechanics Training

J. Palmer talked about the planned continuing education for mechanics and inspectors in the fall. He is in the process of asking inspectors for ideas on topics. He will have a better idea about the training course by the fall of 2018.

Action: J. Palmer to update Council on the training course for inspectors and mechanics at the next SLAC meeting in the fall.

8. Public Education

a) Videos and Signage

S. Ceolin spoke to the item with a demonstration of the new video and Chair Lift signage. Council proffered compliments on the same – “the productions were very well done.” There were a few suggestions which S. Ceolin noted.

TSSA will be sharing the signage with regulatory bodies across Canada. Individual logos can easily be tacked on. The Chair commented that collaboration by regulatory bodies nation-wide is important.



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Referring to the video, S. Ceolin stated that it was designed for educational/instructional purposes. TSSA plans on formatting the film into vignettes for social media purposes. Council members commented that the film will be particularly helpful to schools and the Ski Patrol Association.

The Chair acknowledged support from Parachute Canada. He noted that the GRAVITY ski video, a combined Parachute Canada and Council initiative, was sponsored by TSSA. TSSA contributed towards production costs which enabled incorporation of TSSA's key ski safety messages in the video.

b) Operator Training

J. Palmer spoke to the item. He suggested the creation of training modules with various segments. Council members agreed that content should be vetted by the RRG.

Action: Mark Rutherford, Murray Frankcom, John Ball, Kevin Nichol will discuss ideas for operator training in June 2018.

9. Training and Certification Advisory Board (TCAB)

a) Director's Order

J. Sorman spoke about the Director's Order (DO) pertaining to continuing education requirements. He thanked Kevin Nichol for his contributions. There will be a public consultation of the DO through April 9, followed by a 10-day review by the ministry, and a go-live following a 60-day posting by TSSA. If plans proceed, the DO should be ready by May.

The Chair was pleased to hear that the document can be made available at the Ontario Snow Resorts Association (OSRA)'s annual general meeting, where a training course is planned.

b) Communications Plan

J. LeMoine talked about an extensive communications plan for the release of the Director's Order. TSSA will use all forms of notification - regular mail, e-mail, and social media messaging, both in-house and externally. TSSA will need the help of OSRA to get the word out. It was suggested to include a copy of John Ball's article "Getting with the Program" from saminfo.com.

10. Compliance reports – Ski Lifts incidents

D. Caza elaborated on the presentation slides which were shared with Council in advance of the meeting. There were a number of questions which he addressed. Council suggested for future presentations to indicate the percentage of high risk orders.

Action: D. Caza will provide the percentage of High, Medium, and Low risk orders in future presentations.

11. Incident reporting – wording changes

M. Frankcom shared his draft "TSSA Lift Restart Competent Person" guideline proposal which contains a flowchart of roles and responsibilities including Frequently Asked Questions. The guideline defines "capability" as an essential criteria in the operations of Ontario snow resorts. The definition would enable a Ski Area Operator to resume operations following a stoppage due to a non-critical injury. The Legal Department is currently reviewing the guideline. It should be ready in the fall. Murray asked Council for comments so that the proposal can be improved.



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Council was most appreciative of Murray Frankcom and Dean McLellan's work on the document.

Action: Council to provide feedback on the Lift Restart Competent Person guideline proposal as soon as possible.

12. Ministry of Government and Consumer Services (MGCS)'s updates

R. Hustwick spoke to the item. He referred to MGCS' Bi-Annual Report to TSSA Industry Advisory Councils, which was distributed to Council in advance of the meeting and treated as read.

He spoke about the Elevator Availability Private Member's Bill 199. Assuming the Bill gets passed, the government may choose to promulgate regulations to authorize a regulatory body to collect data, issue Administrative Monetary Penalties and other steps to enhance elevator availability.

In anticipation of the June provincial elections, the ministry will assume a 'caretaker' role on May 9. This means that no new or existing policies will be taken up until after the election.

New standard operating procedures have been established for Code Adoption Documents (CAD) and Director's Orders (DO). With respect to CAD, 30 days of consultation will be in place, followed by a 10-day review by MGCS, and implementation in 60 days after TSSA has posted the new CAD.

13. Industry Discussion

R. Neate advised that Rob Kremer is preparing a Code Adoption Document for the ski lifts industry. We should be able to send the draft by the end of April 2018 to Council for review and consultation.

Action: R. Kremer to send the draft CAD to Council for review.

(Following today's meeting, R. Kremer has emailed the draft CAD to Council.)

14. Questions and Answers

The subject of the engineering vacancy on Council was addressed by M. Frankcom under item 4 above.

15. Adjournment

The meeting adjourned at 12:20 p.m. Council met *in camera* with the auditors without TSSA staff and guest.