



Technical Standards and Safety Authority

Minutes of the Elevating Devices Advisory Council

Meeting on March 16, 2022

Minutes of the Elevating Devices Advisory Council meeting of the Technical Standards and Safety Authority (TSSA) held by teleconference at 8:00 a.m. on the 16th day of March 2022.

Present: Cliff Ayling, PCL Constructors Canada Inc; Trevor Doell, TK Elevator (Canada) Ltd; Doug Guderian, CECA; Ahmad Husseini, TSSA's Consumers Advisory Council; Rob Isabelle, KJA Consultants Inc; Stan Jones, BOMA & Northam Realty; Lisa Konnry, Schindler Elevator Corporation; Kelly Leitch (Chair), Kone Inc.; Jim Miller, IUEC; Haroon Nuri, Toronto Transit Commission; Hugh Richards alt. for Patrick Yeung, Otis Canada Inc.

Danielle Fernandes, Advisory Council Coordinator; Kristian Kennedy, Manager, Government Relations; Rob Kremer, Manager, Engineering, Elevating Devices Safety Program; Dean McLellan, Regional Supervisor, Elevating Devices Safety Program; Roger Neate, Director, Elevating Devices Safety Program; Bonnie Rose, President & CEO; David Witt, Regional Supervisory, Elevating Devices Safety Program.

Guests: John Egan, Schindler Elevator; Bogdan Rus, Element Elevators Inc.

Regrets: Derek Petri, York Region District School Board; Michael Sentenai, AMCO & Del Property Management.

1. Welcome & Constitution of Meeting

The Chair called the meeting to order at 8:00 a.m. He welcomed new member D. Guderian and his alternate B. Rus to the Elevating Devices Advisory Council.

a) Safety Moment

For the safety moment, Council was shown a short video on the safety implications of stress and the importance of stress management.

2. Adoption of the March 16, 2022, agenda

Council adopted the agenda as presented.

3. Approval of November 2, 2021 minutes

Council approved the minutes of November 2, 2021, as presented.

4. Review of Action items from last meeting

R. Neate spoke to pending action items noted that with the exception of the action item related to electronic log, all other action items would be address later in the meeting or considered closed as information was included in the appendix of the November 2, 2021 minutes.

Responding to a question about whether there are any changes to TSSA's vaccination policy given the changes to the public health recommendations, R. Neate advised that TSSA is currently in the process of reviewing its vaccination policy, though there is nothing new to report at this time. The Chair noted that changes to vaccination policies are just one more layer to navigate, specifically ensuring compliance with site specific requirements.

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5. Chair's Update

The Chair spoke to this item and advised council that he will be submitting his annual report to TSSA's CEO and Board which summarizes the work completed by the council during the year.

There were no questions or comments from council.

6. Council Administration

a. Membership Matrix Update

D. Fernandes confirmed that the membership matrix as amended by council at the November 2, 2021 meeting has been approved by TSSA's President & CEO B. Rose. She advised that TSSA, in collaboration with the Chair, has undertaken a member realignment exercise to ensure current members are aligned appropriately with the membership categories under the revised matrix. Additionally, she explained that based on the realignment exercise TSSA recruited D. Guderian to represent both "association representing contractors" category and "small contractors (less than 2000 devices)" category. She also advised council that TSSA is in the process of recruiting representation from the hoist sector, and intends to have a member in place prior to the next EDAC meeting.

She asked if council saw any issues with the realignment as presented and opened the floor to questions and comments.

There was a question from council as to whether TSSA wants to list all members that fall into more than one category. D. Fernandes acknowledged that several members may belong to more than one category, she noted however that TSSA only listed those where a minimum requirement was required. There was another comment from T. Doell to update his organization from ThyssenKrupp Elevator Ltd to TK Elevator (Canada) Ltd.

There were no other membership alignment issues noted.

Action: D. Fernandes to update T. Doell's organization name to TK Elevator (Canada) Ltd in the membership matrix and all other Council membership records.

b. Membership Renewal – Cliff Ayling, Lisa Konnry, Derek Petri, Michael Sentenai

D. Fernandes confirmed the renewal of C. Ayling, L. Konnry, D. Petri and M. Sentenai. She explained that all have agreed to remain on council for another term.

Action: D. Fernandes to update membership terms for C. Ayling, L. Konnry, D. Petri and M. Sentenai.

7. Elevator Availability

D. Witt spoke to this item and shared with council a prototype of site that will be utilized by owners and contractors for the reporting of elevator outages. He explained that the core functions of the site include the ability for the public to view elevator outages records and for owners and contractors to report and correct records. He advised council of some key features including the ability to upload a single and/or CVS file to report outages, the capacity to correct data pre-populated fields and to submit those changes for TSSA to review, and the ability for contractors to comment on specific outages if required. He presented various demo screens, highlighting key functions and features of the site, and noted key fields required by the regulation.

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There was some discussion on this topic. In response to a question about why certain data is being requested, D. Witt explained that the regulation sets out the information that is required to be reported. A council member cautioned about sharing inspection frequency on the public facing site. D. Witt explained that the regulation stipulates what fields are required to be shared publicly, he noted that TSSA is open to adding some language either in the form of notes, tool tips, or links to help define aspects of the field. R. Neate explained that the intent of these data points is to help guide the government on future policy decision, noting that the posting requirement is for transparency. B. Rose noted that if Council had some ideas that would help the public understand the content better, TSSA is open to hearing them. A few council members recommended adding some tools that would aid in explaining some of their fields to members of the public.

In response to a question from council about whether owners can override comments from contractors related to outages, D. Witt clarified that owners are unable to override contractor comments, they can however make changes to the reported outages. He explained that the outage reports are open for editing for up to six months. In response to a question about whether contractor comments are accessible to the public, D. Witt confirmed that in keeping with the fact that contractor information is not publicly available, contractor comments are not available publicly either. In response to a question about whether contractors would be notified when an owner reports an outage, D. Witt advised that a notification of this nature is not currently part of the design, explaining that the comment field was included to allow contractors to add information they thought necessary.

Furthermore, D. Witt explained the process for withdrawing records, and how this would be documented on the website. He also advised council that TSSA is in the process of developing a Frequently Asked Questions (FAQs) communication for owners that would be shared with the next scheduled communication. He advised that in the interest of time, the draft FAQs would be shared with council after the meeting for council comment. B. Rose commended the efforts of the program and D. Witt in getting the data cleansed over the last year to enable implementation.

Action: D. Fernandes to share draft FAQs with council for comment once available.

8. Code Adoption Document (CAD) – Key Changes

R. Kremer spoke to this item, providing an overview of the key changes in the new edition of elevating devices CAD. He provided an overview of the nine parts of the CAD, and provided council with specific details on relevant changes in the new issue.

In response to a question as to whether a 125% static load test would be required if other testing was used, R. Kremer replied that category five tests can be undertaken with alternate testing methods approved by TSSA. A council member asked if there were significant changes to the alteration guideline, R. Kremer noted it is a repeat of the previous alternation guideline with some minor changes, nothing extra has been added aside from what was seen as a result of COVID-19, like sanitization.

R. Neate advised council that TSSA would be issuing an advisory in the coming weeks to provide an update on processes such as no follow-up inspections on medium and low risk orders issued during a periodic inspection and the elimination of the requirement to submit declarations of compliance.

9. Adjournment

The Chair reminded council member to submit topics for discussion in advance of meetings. He thanked everyone for their attendance and contribution and adjourned the meeting at 9:10 a.m.

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