



Technical Standards and Safety Authority

Minutes of the Elevating Devices Advisory Council

Wednesday, April 9, 2025

Minutes of the Elevating Devices Advisory Council meeting for the Technical Standards and Safety Authority (TSSA) held by teleconference at **9:00 am** on Wednesday, April 9, 2025

Present	
Jim Miller, Chair	Doug Guderian
Rob Isabelle	Jay Jackson
Stan Jones	Ray Eleid
TSSA	
AJ Kadirgamar	Tenly Rodrigues
Alexandra Campbell	Kristian Kennedy
Iuliana Afanase	Sonny Silva
Joelle Javier	Dean McLellan
Cy Gray	Craig Durnan
Guests	
Sean Cowan, FAC Chair	Laura Meil
Veronica Zeballos	Richard Hustwick
James Ross	Hibi Siddiqui
Regrets	
Mack Czarzar	Lisa Konnry
Derek Petri	

Action Items

1. Constitution of Meeting

The meeting was called to order at 9:00 AM.

1.1. Safety Moment

1.2. Council Administration

- 1.2.1. Membership Renewal – Mack Czarzar
- 1.2.2. Membership Renewal – Doug Guderian - Confirmed
- 1.2.3. Membership Renewal – Lisa Konnry
- 1.2.4. Membership Renewal – Derek Petri
- 1.2.5. Membership Renewal – Michael Sentenai - Declined
- 1.2.6. Vacancy – Manufacturers & Contractors: Large Contractor – Greater than 2000 devices



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TSSA has yet to hear from other members who need to renew, aside from M. Sentenai, who turned down the offer to renew.

A. Campbell spoke to the issue of membership and the importance of notifying TSSA of relocation, new jobs or retirements. She reminded members that leaving the council does not mean someone else from the incumbent's company automatically gets to act as a replacement. K. Kennedy explained that the position for Large Contractor has yet to be filled because the position was competitive and TSSA spent time engaging with key stakeholders to help them understand the nature of the membership matrix as it was understood by candidates. In addition, he explained had a significant number of membership gaps to fill.

S. Jones noted that R. Eleid is not on the invitation list for the meetings. TSSA will rectify the matter.

2. Adoption of the Agenda

2.1. The agenda was adopted as presented.

3. Approval of Minutes

3.1. The council approved the minutes as presented.

For item 7 in the last paragraph, it was discussed that risk profiles be added to future advisory council meetings as an agenda. He asked that this issue be added to the priority list shared at advisory council meetings. The issue is not the minutes per se, just the request to add it to the agenda.

Action: Add risk profiles to future agendas.

S. Jones mentioned that two meetings a week is problematic due to the time and inability to prepare in advance.

4. Chair's Update

The Chair moved on to present their report. A brief discussion was held prior to the meeting regarding a billing anomaly, which appears to stem from a variety of scenarios creating challenges that TSSA will further investigate. The Chair



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noted, based on conversations with several Council members, that it may be valuable to add a standing agenda for "Business Arising from Previous Meetings" and invited comments on this suggestion. Additionally, the Chair raised the matter of ongoing issues related to the pre-inspection checklist, as noted in the previous meeting minutes, and asked if these had been addressed or corrected. Council members were encouraged to provide input on any of these three topics. No comments were received.

5. Summary of FAC Meeting

S. Cowan provided a summary of the last Field Advisory Committee meeting.

AJ Kadirgamar indicated that TSSA will take the action items away for consideration. S. Cowan explained there are follow up plans in place. Even if not resolved, there is an opportunity to get clarification on them.

A. Campbell indicated that engineering process matters were covered at the plenary session as part of the journey mapping project.

6. Issue Prioritization Update

6.1. Rob Isabelle – Building Code

R. Isabelle asked how the issue of a traffic study can be brought back on the table. It is frustrating that there is no requirement around the number of elevators. All the details are set out in the Cunningham Report. L. Meil, V. Zeballos, R. Hustwick, J. Ross and H. Siddiqui attended. D. Guderian spoke to the contractors' perspective, noting there are global standards but no implementation in Ontario. J. Ross explained that priorities for building code change need to be made politically as the code is changed the same way a regulation is amended. He added that housing affordability is a key consideration affecting the code presently. S. Cowan added that in addition to buildings with many stories, the issue of retirement and long-term care buildings is also an issue because sometimes only a single elevator is installed in a building. D. Guderian suggested a range of stakeholders advocate for the building code change so there is no suggestion of a conflict and because a range of stakeholders see the benefit. J. Jackson, speaking on behalf of the Consumers Advisory Council (CAC), noted that this issue is salient on that council as well. He is willing to put this issue on the CAC as well to assist. S. Jones representing building owners signaled his sector's endorsement as well. The Chair suggested the issue is reasonably actionable



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by members of the advisory council and he is willing to be the liaison point. D. McLellan noted that there is an ISO standard available, which J. Ross suggested noting in government outreach. S. Jones noted that he appreciates MMAH's participation in the meeting.

Action: Chair to coordinate a letter.

6.2. Doug Guderian – Incorrect Billing

D. Guderian spoke to ongoing billing problems. At CECA meeting the week prior all contractors continued to have ongoing billing challenges, like double-billing and receipt of a ten-year old bill. There is a level of improvement but still shortcomings. He asked how TSSA is measuring the issue internally so stakeholders can be reassured the issue is being addressed. AJ Kadirgamar explained that in March changes were made, so he advised that members inform him of any ongoing invoicing issues after March. The legacy items will be rectified by the summer months at the latest. A. Campbell added that as far as she knows there is only one known issue left. She cannot promise something new might happen, but she understands the last of the known issues is being rectified by TSSA Information Services.

6.3. Doug Guderian – Update on Past Priorities (April 2024)

I. Afanase explained that these issues were shared at the last meeting. AJ Kadirgamar provided an update on all three issues. D. Guderian appreciated the updates.

6.4. Doug Guderian – Issues with Work Force Planning

D. Guderian noted at the CECA meeting workforce planning is still not working, even if it is working for amusement and ski lift sectors. Finishing an elevator job is a moving target, which makes workforce planning challenging. Contractors are resorting to a hybrid of direct outreach to inspectors and using workforce planning. AJ Kadirgamar remarked that workforce planning scores high on customer value surveys. He advised against reaching out to inspectors independently as it creates confusion, double-booking and duplication. D. Guderian explained that the preference is to have the same inspector otherwise there are inspector consistency challenges with inspections. The experience of relying just on workforce planning has been unsatisfactory. It is easiest to have the regular inspector for a given geographic area. D. McLellan explained that there are times



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when it will not be the same inspector. A. Campbell explained that TSSA wants to set the expectation that a client can request a specific date or dates for a first inspection but they cannot request a particular inspector. R. Eleid explained situations whereby elements of the pre-inspection checklist are completed at the last minute, can it be submitted two days prior. The building permit deadline poses challenges and issues are often rectified at the last minute. D. McLellan commented that two days' notice is reasonable. AJ Kadirgamar explained that one struggle is limited inspection resources and customers were booking inspections and cancelling at the last minute, which led to a misallocation of resources.

7. Adjournment

The meeting adjourned at approximately 11:00 am.