



Technical Standards and Safety Authority

Minutes of the Elevating Devices, Amusement Devices, & Ski Lifts Advisory Council Plenary

Monday, April 7, 2025

Minutes of the Elevating Devices, Amusement Devices, & Ski Lifts Advisory Council meeting for the Technical Standards and Safety Authority (TSSA) held by teleconference at **9:01 AM** on Monday, April 7, 2025

Present	
Kevin Nichol (SLAC Chair, EDADSKI Chair)	Tom Cavers
Cindy Sypher (ADAC Chair)	Stan Jones
Doug Guderian	Kathryn Woodcock
Brad Burkholder	Jay Jackson
Darryl Shore	Brian Edwards
Lisa Konnry	John Ball
Joe Tavares	Jim Miller (EDAC Chair)
Michelle Playfair	Christine Simpson
Mike Cruz	
TSSA	
AJ Kadirgamar	Joelle Javier
Jennifer Walkey	Alexandra Campbell
Bonnie Rose	Sonny Silva
Craig Durnan	Shakir Majeedi
Gray Chan	Dean McLellan
Kelly Hart	Kristian Kennedy
Frank Pallotta	Tenly Rodrigues
Iuliana Afanase	Phil Simeon
Guests	
Mel Cyr	Veronica Zeballos
Miranda Reid	Gloria Brifoglio
Richard Hustwick	Sean Cowen
Allison Nichols	
Regrets	
Vince Brennan	Keith Brown
Chris Clarke	Andrew Gidaro
Peter Switzer	Andreas Tanzer
Rob Isabelle	Mack Czaszar
Ward Bond	Derek Petri
Sarah Kenney	Murray Frankcom
Candice Micucci	Dave Mathewson
Robert Sheridan	Mark Rutherford
Ray Eleid	Alon Shatil



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Action Items

There were no action items from the meeting.

1. Constitution of Meeting

1.1. Safety Moment

1.1.1. K. Nichol delivered a safety moment on ladder safety rules.

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.

4. TSSA President & CEO's Report

4.1. B. Rose delivered a presentation on the status of TSSA's Strategic Plan, including Year 2 progress, goals approved by the Board of Directors for Year 3 and specifically goals that relate to elevating and amusement devices, as well as ski lifts.

4.2. There were no questions from the meeting.

5. Customer Journey Mapping: Exams & Certifications

5.1. J. Walkey introduced the process review initiative for certifications and examinations which is aimed at improving turnaround times and making the process easier for clients.

5.2. D. Guderian asked how the TSSA would ensure online examinations are not subject to cheating. J. Walkey explained that a digital examination format does not mean you are necessarily writing from home. It can be remotely run from a test centre.

6. Contractor Audits for Elevating Devices

6.1. P. Simeon spoke about the desired outcome of the initiative: to standardize the safety oversight processes across its programs and use the data in the future to inform a contractor safety rating. Presently the audit process varies across safety programs.

6.2. D. Guderian asked what an audit would look like and what exactly is being audited. P. Simeon replied that while still early days, it could mean a physical visit to a site or an audit that is wholly or in part remote. The



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goal is to make the overall process more efficient for regulated customers and for TSSA, as well as targeted to address the areas of highest risk.

6.3. Referring to the deck, S. Cowan asked why the audit report is not shared with the insurer and AIA for Boilers and Pressure Vessels. P. Simeon explained that it is an audit of the insurer. The audit report is not shared directly meaning all the results are not shared, right now TSSA only indicates if the result is a pass or failure.

6.4. S. Jones asked what data is being referred to when asked about contractor data from periodic inspections of elevators. P. Simeon explained that the data collected during the periodic inspection would include checks of logbooks, maintenance records, etc. S. Jones followed up by asking what role the data from the periodic inspections will play in the contractor audits. P. Simeon explained that TSSA is in the early stages of project development and does not currently have answers for these questions, however, cautioning that TSSA does not wish to duplicate efforts or data.

7. Administrative Monetary Penalties Update

7.1. P. Simeon provided an update, noting the program is going live in June. Communications will be circulated to industry this month.

7.2. C. Simpson asked if notifications about AMPs will be posted on the website for the public to see or will it be confidential. P. Simeon explained that the plan is to post at the conclusion of the AMP process, which is consistent with what other regulatory agencies do. C. Simpson added that the information is difficult to find, asking for clarification if it will be communicated in ways that reach the public. A. Campbell shared that it will be posted on the "Legislation and Enforcement" section of the TSSA website. P. Simeon confirmed the in-force date as June 9, 2025, in response to an inquiry from S. Jones.

8. Harmonization of Engineering Process Review

8.1. F. Pallotta provided an overview of the goal of the initiative: to reduce turnaround times; improve efficiency; harmonize the process across the different sectors; improve transparency and make the process more customer friendly. He detailed the next steps and updates. He also walked through quick wins that have been implemented as part of the initiative.

8.2. D. Guderian asked if TSSA had closed the loop with the submitting engineers. F. Pallotta explained that the future state is not much different than what has been discussed today: a fully digitized form for any



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application with options for specific application types. All requisites are to be covered at the outset before the creation of a work order. The future state will be a simpler and clearer customer journey for engineering approvals.

9. Draft TSSA Incident Reporting Advisory

- 9.1.** P. Simeon prefaced the TSSA presentation by noting that following industry consultations, key features of program specific incident reporting will remain. S. Majeedi provided an overview of the timeline for the advisory. He provided a consultation summary.
- 9.2.** J. Jackson asked if TSSA has plans to inform the public about incident reporting since it includes public reporting. P. Simeon noted that there was no plan for a communications initiative, although he noted TSSA would encourage the public to report incidents when necessary. When asked by J. Jackson what that would look like, P. Simeon explained that the idea was to give the public confidence to report incidents. J. Jackson suggested circulating the document to condominium boards, as an example of how to share it with the public to promote.
- 9.3.** C. Simpson asked if there will be service standards to respond to consumer complaints that are submitted. P. Simeon noted that TSSA has a policy and a triage for incident reporting that informs the action taken and follow-through. He confirmed that the incident reporting is treated the same whether it is submitted by a contractor or a member of the public. D. McLellan added that the TSSA website has a public reporting feature. The public does not need to fill out the form and can contact TSSA directly.
- 9.4.** K. Nichol sought confirmation that the form is status quo. He asked if there can be an online form as opposed to PDFs. P. Simeon said that the desire is to do that in the future but it is not currently part the updated incident advisory.

10. Code Adoption Document Amendments

- 10.1.** P. Simeon provided an update on the adoption of codes, noting that the national code publication date for Elevating Devices is December 2025.
- 10.2.** D. Guderian asked if there will be industry consultations on what items will be included or excluded. P. Simeon explained that stakeholder outreach is part of the code adoption process.

11. Ministry of Public and Business Service Delivery and Procurement Report



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- 11.1. A. Nicholls provided an update on Government of Ontario activities, noting that the Ministry has a new minister. She treated the remainder of the report as read.
- 11.2. J. Jackson asked about the federal election and the focus on removal of internal trade barriers specifically related to TSSA. A. Nicholls noted that it is an interest and is willing to take in ideas but there is nothing specific in terms of TSSA areas of attention.
- 11.3. D. Guderian noted that his association has focused on making the ED mechanics a Red Seal trade, so that mechanics would be able to work across the country.

12. Safety & Compliance Report

- 12.1. V. Dessanti provided highlights on safety data, including the Risk of Injury or Fatality (RIF). She showed the compliance rate for periodic inspections in all three programs and high-risk inventory data.
- 12.2. D. Guderian noted that the inspection frequency has decreased and maybe this has led to an increase in high-risk inventory. V. Dessanti explained that several devices are on a more frequent inspection cycle. TSSA inspects the same number of devices every year. Devices that are high-risk tend to be on a shorter cycle.
- 12.3. B. Rose added that TSSA is seeing more of the risk up-front because they are on a nine-month schedule, so TSSA catches more of the risk. TSSA's approach is to target high risk.
- 12.4. S. Jones noted that reporting a percentage would be better to compare the total number of incidents against the increase in population and elevators. V. Dessanti explained that the number of incidents in ED and AD is increasing to pre-pandemic levels. V. Dessanti expects the same this year as last year.
- 12.5. J. Ball asked if Dec-Jan Q3 is the period covered. V. Dessanti replied that it is. He asked if an updated graph could be provided for association meetings to cover November until the end of March as it captures all the incidents combined. That can be provided.
- 12.6. **Action:** TSSA Strategic Analytics will provide OSRA with data to cover the ski season in its entirety.

13. 2024 Advisory Council Survey Summary and Results

- 13.1. K. Kennedy provided the update.
- 13.2. K. Nichol suggested doing surveys at advisory council meetings instead of during the off-season to bring the participation rate up. K.



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Kennedy noted that it was contemplated in the past and will be considered going forward for the next survey.

14. Industry Prioritization Discussion

- 14.1.** AJ Kadirgamar provided an update on ED, AD, and Ski agenda item priorities raised at previous advisory councils.
- 14.2.** There were no questions from the meeting.

15. Adjournment

- 15.1.** The meeting adjourned at approximately 10:58 AM after which council members held an in-camera session with B. Rose followed up an industry-only in-camera session.