



**MINUTES OF THE  
FIRST PASSENGER ROPEWAYS SUB-COUNCIL MEETING OF 2022**

**DATE:** April 12, 2022

**TIME:** 9:06 a.m. to 12:59 p.m.

**LOCATION:** Safety Codes Council Office, Edmonton

**PRESENT:** **Sub-Council Members**  
Kristian Haagaard, Chair - virtually  
Brent Carmichael – virtually  
Rob Eeglon - virtually  
Carl Lam  
Bruno Mannsberger, Vice Chair - virtually  
Richard Roy - virtually  
Warren Sparks - virtually  
Marlin Van Zandt

**Safety Codes Council**  
Allison Karch, Kathryn Derkach

**Alberta Municipal Affairs**  
Dean Bruce

**REGRETS:** Jaclyn McCoy, David Martel

**RECORDER:** Kathryn Derkach

**2022 MEETINGS:** September 20

## 1. Meeting Opening

The Chair called the meeting to order at 9:06 a.m. An overview of videoconference technology was provided, and members were reminded that their primary duty is to act in the interest of safety in the built environment for the benefit of all Albertans and that they must declare any real or perceived conflicts of interest.

### 1.1 Agenda Adoption

**Marlin Van Zandt / Rob Eeglon moved that the agenda be adopted, as circulated; CARRIED**

### 1.2 Adoption of the January 26, 2021 Minutes

The minutes were reviewed and the following corrections were made:

- Under item 4.1 AEDARSA Report, the last bullet point:
  - “No information available at this time about the investigation in the US regarding falling carriers related to ~~rivlet~~ Riblet clips”

**Warren Sparks / Bruno Mannsberger moved to adopt the minutes of the January 26, 2021 meeting, as amended; CARRIED**

## 2. Matters for Decision

### 2.1. Closed Session

**Marlin Van Zandt / Richard Roy moved to go into closed session; CARRIED**

**Carl Lam / Bruno Mannsberger moved to come out of closed session; CARRIED**

#### 2.1.1. Annual Matrix Review

This item was deferred.

#### 2.1.2. Annual Skills Matrix Review

This item was deferred.

#### 2.1.3. Reappointment of Bruno Mannsberger to represent Professional Engineers

**Richard Roy / Marlin Van Zandt moved to recommend to the Board reappointment of Bruno Mannsberger to the Passenger Ropeways Sub-Council to represent Professional Engineers for a term ending January 31, 2025, effective immediately; CARRIED**

#### 2.1.4. Reappointment of Jaclyn McCoy to represent Risk and Insurance Management

**Richard Roy / Brent Carmichael moved to recommend to the Board reappointment of Jaclyn McCoy to the Passenger Ropeways Sub-Council to represent Risk and Insurance Management for a term ending January 31, 2025, effective immediately; CARRIED**

### **2.1.5. Reappointment of Rob Eglon to represent Code Enforcement (SCO)**

**Marlin Van Zandt / Brent Carmichael moved to recommend to the Board reappointment of Rob Eglon to the Passenger Ropeways Sub-Council to represent Code Enforcement (SCO) for a term ending January 31, 2025, effective immediately; CARRIED**

### **2.1.6. Chair Election**

This item was deferred.

### **2.1.7. Vice Chair Election**

This item was deferred.

## **3. Review Matters Arising/Action List**

*None identified*

## **4. Matters for Discussion**

### **4.1. CSA Z98 Drive Upgrade Safety Alert Bulletin**

A presentation was made by the Passenger Ropeways Technical Expert on Electric Drive Upgrades. The slides were included in the member portal and reviewed:

- Recent incidents caused by unintended consequences of drive system upgrades have triggered the need for a safety alert.
- The draft safety alert created by the CSA Z98 Technical Committee for Passenger Ropeways and Passenger Conveyors is being reviewed prior to issuance.
- The safety alert applies to owners, managers, operators, suppliers, designers, authorities and persons contemplating or implementing a passenger ropeway or passenger conveyor electric drive upgrade.
- Passenger ropeways generally utilize commercially available drive systems to control motors that power the ropeways. Issues arise because passenger ropeways have unique and specific requirements that are only understood by qualified persons with proper training and experience regarding passenger ropeways. Drive system specialists may be unfamiliar with critical interdependencies between ropeway controls and equipment and the drive system.
- There are hundreds of older drive systems presently in use and many will require upgrades within the next few years. Upgrading these systems is considered a 'major alteration' in Alberta and requires adequate professional documentation and independent expert professional review.
- There are professional practice guidelines that should also be followed when working on these systems.
- The safety alert is split into two parts. Part 1 gives a general overview and includes detailed background information, guidelines for professional engineering associations, applicable regulations, qualifications, and information on older drive systems. Part 2 focuses on technical information and includes basic safety requirements, drive system redundancy, monitoring and supervision, information on breaks, strategies for harm and risk reduction, risk and hazard analysis, failure modes, information on contractors, and examples of possible design errors.

The following was discussed:

- It was noted that this bulletin provides awareness for owners who don't understand who is qualified to do the work and the risks involved with not having the proper professionals involved in upgrading the drive systems.
- The passenger ropeways industry is seeing a departure of experienced workers and new people coming in may be unaware of all the risks with these systems.
- Once finalized, the safety alert will be sent out to ski associations and AHJs.
- The classification of a major or minor 'alteration' is left up to each province.
- It was questioned whether there is a perceived gap in the code that isn't covering or clarifying processes for designs. There are clauses in the code for basic safety requirements and professional standards. It's believed the issue is that owners don't know or understand the code, not that the code itself is lacking.
- In Alberta, regulations and AEDARSA requirements are in place to ensure documentation of the scope of work and that the code requirements are met.

#### **4.2. AEDARSA Report**

A written report was included on the member portal and the following was reviewed:

- The 'Compliance Monitoring Program' for 2021-22 report.
  - 33 Permits of Operation generated listing 154 ropeways for the 2021-22 season
  - 154 in-service inspections were completed
  - 100% compliance monitoring
  - 11 initial inspections were completed
  - 431 Directives issued to owners
    - 257 Low Severity
    - 107 Medium Severity
    - 67 High Severity
- 19 Accident/Incidents Reported to AEDARSA in 2021/22. AEDARSA did not conduct any onsite investigations.
- Information Bulletins are now updated along with new information bulletins in a standardized format. AEDARSA will be developing a 'new' website to capture all the Passenger Ropeway information and have all the information at one site. AEDARSA will notify Area's when a new Information Bulletin is posted on the AEDARSA website.
  - [IBPR21-001 Reporting of Passenger Ropeway Accidents & Incidents](#)
  - [IBPR21-002 Clarification of Alterations](#)
- Due to Covid-19 AEDARSA was unable to present the Alberta Passenger Ropeways Training (APRT) seminar the last year, however was able to provide a 2020/21 Year in review at the CWSAA 2021 Virtual Spring Conference. AEDARSA will be in Lake Louise at the 2022 CWSAA Spring Conference to provide a Year in Review.
- AEDARSA is hopeful to host an Alberta Passenger Ropeways Training (APRT) seminar in 2023 that is open to all owner/operators and industry stakeholders. There will be no cost for this seminar however the participants must pay for their own travel and accommodation.

##### **4.2.1. Update on BC Workshops for vandalism, unauthorized access and cyber security**

With the concern of security on the rise, Canada West Ski Areas Association has created a committee around security to discuss various issues within industry.

### 4.3. Administrator/AMA Report

The Administrator reported:

- Municipal Affairs staff are back in the office starting in April. There is a hybrid program in place for staff to work from home some days.
- There is a new ADM, Shawn Ewasiuk. He formerly held the position of Executive Director and that position is currently vacant with a replacement being sought.
- The Administrative Penalties Program is in force. This program was created to improve compliance through incentives and various penalties.
- With timely code adoption in the passenger ropeways discipline, the sub-council will have one year to review the code before it comes into force.

### 4.4. Council Updates

A written report was included in the portal and updates were provided on the following:

- The Council office reopened on March 14th.
  - Staff may continue to work from home on some days.
  - All meetings that have been identified as tentatively in-person remain so.
  - Staff will contact members prior to the next meeting to ascertain how many people plan to attend in person. If fewer than half of members plan to do so, the meeting will be held virtually instead.
  - There is always the option for members to participate in in-person meetings virtually instead; please let Council staff know if you intend to attend an in-person meeting virtually.
- Council AGM will be held virtually in the fall along with an in-person volunteer appreciation event.
  - There will not be a spring Council Conference in Banff.
- The Council is looking for members' input on what safety system data would be beneficial to collect and analyze.
  - Please feel free to provide your thoughts by email to [allison.karch@safetycodes.ab.ca](mailto:allison.karch@safetycodes.ab.ca)
- Council Member Training
  - New Member Orientation: April 28, 9:00 a.m. – 12:30 p.m.
  - Contact [gerry.letendre@safetycodes.ab.ca](mailto:gerry.letendre@safetycodes.ab.ca) to register.
  - These will be offered in the fall as well.
    - Appeals Training: November 15 & 16, 2022.

#### 4.4.1. Variance training webinar available

In response to a question from the January 2021 meeting about an online variance training webinar, it was noted that a recording of this webinar, along with other Council webinars and training, can be found on the [Council website](#).

## 5. Meeting Finalization

### 5.1. Round Table

- Updates were given on members' ski hill operations over the past season.
- It was reported that there is a new standard of practice for Professional Engineers.

### **5.2. Next Meeting**

A poll will be sent out to members for a summer meeting to further discuss the matrix review, skills matrix review, and the chair and vice chair elections.

### **5.3. Meeting Adjournment**

**Richard Roy / Bruno Mannsberger moved to adjourn; CARRIED**

The meeting was adjourned at 12:59 p.m.

– MOTIONS –

**1.1 Agenda Adoption**

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