



Safety Codes Council

MINUTES OF THE FIRST PASSENGER ROPEWAYS SUB-COUNCIL MEETING OF 2017

DATE: October 5, 2017

TIME: 9:00 a.m. to 11:55 a.m.

LOCATION: Radisson Red Deer

PRESENT:

Sub-Council Members
Kristian Haagaard, Chair
Chris Dewitt
Stephen Kozelenko
Bruno Mannsberger
Dean McKernon
Jason Paterson
Richard Roy
Warren Sparks
Tony Van der Linden
Marlin Van Zandt

Safety Codes Council
Allison Karch

Alberta Municipal Affairs
Katrina Sholdice

ABSENT: Dean Bruce, Administrator

RECORDING SECRETARY: Sandi Orr

2018 MEETINGS: Tuesday, June 26, 2018 – 9:00 a.m. in Edmonton
Tuesday, October 2, 2018 – 9:00 a.m. in Red Deer

1. Meeting Opening

The Chair called the meeting to order at 9:00 a.m. and a round table introduction was held.

1.1. Explanation of New Agenda Format

Allison Karch explained that the new agenda format, based on the Council's governance model, to gain consistency across all sub-councils and to create more efficiencies at the sub-council meetings.

1.2. Adoption of Agenda

The agenda was reviewed and there were no additions.

Jason Paterson / Bruno Mannsberger moved to adopt the agenda as circulated; CARRIED

It was later agreed to add "Matrix" to Matters for Discussion.

1.3. Previous Minutes

1.3.1. Adoption of July 13, 2016 Minutes

The minutes were included in the portal and reviewed. On page 6 and 10, Marlin Van der Linden was corrected to read Marlin Van Zandt.

Tony Van der Linden / Bruno Mannsberger moved to adopt the minutes of the July 13, 2016 meeting as corrected; CARRIED

2. Matters for Decision

2.1. Appointments

2.1.1. Appointment of Brent Carmichael

The letter of nomination was included in the portal and reviewed. It was noticed for future consideration, Leitner Poma is another manufacturer, as well as conveyor manufacturers.

Warren Sparks / Bruno Mannsberger moved to recommend to the Board the appointment of Brent Carmichael to the Passenger Ropeways Sub-Council, representing the Manufacturer industry segment for a term under January 31, 2021, effective immediately; CARRIED

2.1.2. Appointment of Vice-Chair

With Rich Parie no longer in the industry, it was recognized there is a need to appoint a new Vice-Chair.

The floor was opened for nominations for Vice-Chair. Bruno Mannsberger was nominated. After three calls and no further nominations, ***Bruno Mannsberger was appointed as the Vice-Chair of the Passenger Ropeways Sub-Council, by acclamation, for a two-year term.***

3. Matters for Discussion

3.1. Council Updates

The following was reported:

- The Council will be moving in April 2018, just a few blocks down the street from their current office
- An additional person is now in the Sub-Council support role – Gerry Letendre
- New Member Orientation (November 28, 2017), mandatory for new members
- Effective Meetings Workshops (November 29, 2017)
- Both workshops will be held at the Radisson Edmonton South. Emails have been circulated to all sub-council members. Anyone interested in registering, contact Gerry Letendre (letendre@safetycodes.ab.ca).
- An Appeals Training Workshop is being planned for the fall and further details will be provided. This will be required for anyone that is adjudicating appeals.

It was noted that November is a busy month for the industry and Spring would be better a timeframe for training for Passenger Ropeways Sub-Council members.

It was noted that an overview of the processes of how things move forward through government would be of great assistance. It was clarified that all code recommendations are made to the Minister, through the Technical Coordinating Committee and the Council Board of Directors. The Board recommends changes to the Minister and this moves forward through the legislative process. An overview of the process will be provided to the sub-council. [Council Administration]

3.2. Ski Lift Mechanic's Certification Program (E.11.01.12)

The Chair reported that not much has changed in other jurisdictions. It was clarified that in Alberta, trade certification is outside of the sub-council authorization as Alberta Industry and Trade (AIT) has jurisdiction. AIT falls under a different ministry of the government. The only path forward would be to express industry concerns and make recommendations to AIT. At the current time, there is no push at Alberta Municipal Affairs (AMA) to move this forward to AIT.

An in-depth discussion was held regarding what could be done and there is belief that if there are concerns, it is this sub-council's responsibility to express these concerns to AMA and AIT. It was also recognized that this topic is being monitored by the sub-council, including keeping an eye on what other provinces are doing. Canada West Ski Area Association is not in favour of mandatory mechanic training as they believe owners may try to pass off accountability to certified mechanics. An overview was provided on how the BC Safety Authority decided to manage this.

It was suggested that a better understanding of the Council and government processes may assist in understanding the best path forward.

The discussion led back to the October 2012 motion that ***the issue of passenger ropeways maintenance personnel be sent back to Alberta Municipal Affairs to determine if there is a need for any action based on safety or directives issued.***

After an in-depth discussion was held on the issue, the following action items were determined:

- AMA to be asked about the status of the motion that was adopted at the Passenger Ropeways Sub-Council meeting in October 2012 [Bruce / Sholdice]
- Jason Paterson will follow up with CWSAA and report back to the sub-council [Paterson]

3.4. Z98 Committee Update (E.4.01.13)

A written update will be included in the portal. [Bruce / Council Administration]

Warren Sparks provided an update on the Z98 Committee meeting in June 2017, including a history of letter ballot results and changes likely to be brought forward because of 2 recent passenger conveyor incidents in BC. An overview was provided of currently approved changes of Z98-19 and a brief discussion was held regarding some of the changes. Explanatory notes in the Annex will greatly assist industry in understanding the intent of the code, but these notes are strictly additional information and should not be adopted as a mandatory part of the code.

The Z98 presentation will be included in the portal as information.

[Council Administration]

3.5. AEDARSA Advisor Newsletter

The AEDARSA Advisor Newsletter was shown on screen http://www.aedarsa.com/wp-content/uploads/2017/09/AEDARSA_Advisor_for_Passenger_Ropeways_Industry_October_2017docx.pdf. Highlights were provided on:

- Corrections needed in the Regulation
- Heighten awareness of new requirements

- Safety recommendations for conveyors because of the incident in BC
- The need for accident/incident reporting

This led to a discussion regarding automatic code adoption and the need for the sub-council to be kept in the loop regarding upcoming changes before the codes are published.

Dean McKernon will check on the circulation list for all passenger ropeways incident reports and will ensure all sub-council members are included. [McKernon]

Part of AEDARSA's mandate is to provide continuing education, for both SCOs and industry. Additional training is being worked on for Alberta passenger ropeways operators at no charge to participants. Further information will be provided when more details are available.

3.6. List of Operating Lifts in Alberta

There is little change to the list of operating lifts in Alberta. The new list will be included in the portal as information. [McKernon]

3.7. Incident Reports

It was noted that there were 23 incidents reported to AEDARSA last season, of which 3 were falls from lifts. There was nothing that jumped out as a repetitive issue that needs to be considered for changes to the code.

3.8. Chair's Report

There was nothing new to report.

3.9. Administrator's Report

A written report will be included in the portal. [Bruce / Council Administration]

3.10. 2018 Meeting Schedule

The following 2018 meeting schedule was determined:

- Tuesday, June 26, 2018 – 9:00 a.m. in Edmonton
- Tuesday, October 2, 2018 – 9:00 a.m. in Red Deer

3.11. Matrix Review

The floor was opened for discussion regarding the matrix. The current matrix was shown on screen.

After an in-depth discussion was held regarding the matrix and the need for technical code expertise. It was clarified that the Chair may invite technical experts to any meetings.

Bruno Mannsberger / Marlin Van Zandt moved to recommend to the Board the following changes to the Passenger Ropeways Sub-Council Matrix:

- **Conveyor Operator industry segment to be changed to Passenger Conveyor Installer / Manufacturer**
- **Passenger Conveyor Installer / Manufacturer industry segment nominating organization to be changes to Conveyor Manufacturer or Experience Conveyor Installer or Operator**
- **Manufacturer industry segment to be changed to Passenger Ropeways Manufacturer**
- **Passenger Ropeways Manufacturer nominating organization to be changed to Passenger Ropeways Manufacturer**
- **Risk and Insurance Management nominating organization to be changed to Insurance Institute of Alberta**
- **Safety Codes Officer nominating organization to be changed to AEDARSA**
- **Passenger Ropeways Technical Expert industry segment to be added as a new member of the matrix, with Canada West Ski Areas Association as the nominating organization; CARRIED**

4. Review Matters Arising / Action List

Date	Action	Responsible	Status/Update
Jul 13, 2016	The document of proposed changes to CSA Z98 will be added to the portal.	Thomas	Complete, Remove from action list
Jul 13, 2016	Chief P.R. Administrator will forward the final wording of the Regulation to all sub-council members.	Bruce	Completed, Remove from action list
Jul 13, 2016	Through Information Bulletin or Safety Notice, Chief P.R. Administrator will inform industry about changes for rope evacuation equipment in 2014 Standard.	Bruce	Outstanding
Jul 13, 2016	Provide further information on Operating Lifts in Alberta to include in the web portal.	McKernon/ Paches	Complete, Remove from action list

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

Positive feedback was provided on the new agenda format. It was suggested that consideration be given for target dates for action items since the sub-council meets infrequently.

5.2. Next Meeting

The next meeting was reconfirmed for Tuesday, June 26, 2018 at 9:00 a.m. in Edmonton

5.2.1. 2018 Conference

The 2018 Safety Codes Council AGM and Conference will be held from May 30 to June 1, 2018 at the Rimrock Hotel in Banff. Members were reminded that the Council always welcomes suggestions for speakers or topics. A sponsorship package will be available shortly for any organizations interested in sponsoring the conference.

5.3. Meeting Adjournment

Richard Roy / Marlin Van Zandt moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 11:55 a.m.

--- ACTION ITEMS ---

3.1. Council Updates

An overview of the process will be provided to the sub-council. [Council Administration]

3.2. Ski Lift Mechanic's Certification Program (E.11.01.12)

AMA to be asked about the status of the motion that was adopted at the Passenger Ropeways Sub-Council meeting in October 2012 [Bruce / Sholdice]

Jason Paterson will follow up with CWSAA and report back to the sub-council [Paterson]

3.4. Z98 Committee Update (E.4.01.13)

A written update will be included in the portal. [Bruce / Council Administration]

The Z98 presentation will be included in the portal as information. [Council Administration]

3.5. AEDARSA Advisor Newsletter

Dean McKernon will check on the circulation list for all passenger ropeways incident reports and will ensure all sub-council members are included. [McKernon]

3.6. List of Operating Lifts in Alberta

The new list will be included in the portal as information. [McKernon]

3.9. Administrator's Report

A written report will be included in the portal. [Bruce / Council Administration]

--- M O T I O N S ---

1.2. Adoption of Agenda

Jason Paterson / Bruno Mannsberger moved to adopt the agenda as circulated; **CARRIED**

1.3.1. Adoption of July 13, 2016 Minutes

Tony Van der Linden / Bruno Mannsberger moved to adopt the minutes of the July 13, 2016 meeting as corrected; **CARRIED**

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- Passenger Conveyor Installer / Manufacturer industry segment nominating organization to be changes to Conveyor Manufacturer or Experience Conveyor Installer or Operator
- Manufacturer industry segment to be changed to Passenger Ropeways Manufacturer
- Passenger Ropeways Manufacturer nominating organization to be changed to Passenger Ropeways Manufacturer
- Risk and Insurance Management nominating organization to be changed to Insurance Institute of Alberta
- Safety Codes Officer nominating organization to be changed to AEDARSA
- Passenger Ropeways Technical Expert industry segment to be added as a new member of the matrix, with Canada West Ski Areas Association as the nominating organization; **CARRIED**

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