



**MINUTES OF THE THIRD
PASSENGER ROPEWAYS SUB-COUNCIL
MEETING OF 2018**

DATE: September 26, 2018

TIME: 9:00 a.m. to 11:50 a.m.

LOCATION: Safety Code Council Office

PRESENT: *Sub-Council Members*
Bruno Mannsberger
Brent Carmichael
Carl Lam
Dean McKernon
Jason Paterson
Richard Roy
Warren Sparks
Tony Van der Linden
Marlin Van Zandt

Safety Codes Council
Allison Karch, Yvonne Wille

Alberta Municipal Affairs
Dean Bruce, Jon Elliott

REGRETS: Kristian Haagaard, Chair
Chris Dewitt

RECORDER: Sandi Orr

2019 MEETINGS: To be finalized in October 2018

1. Meeting Opening

The Chair called the meeting to order at 9:02 a.m. Participants were reminded the primary duty of all Council Members is to act in the interest of safety in the built environment for the benefit of all Albertans.

1.1. Adoption of Agenda

The agenda was amended as follows:

- Revise term for 2.1.3. until January 31, 2022, effective February 1, 2019
- Add 2.1.4. Appointment of Don Muirhead to represent Passenger Conveyor Installer/Manufacturer

Jason Paterson / Richard Roy moved to adopt the agenda, as amended; CARRIED

1.2. Adoption of June 19, 2018 and July 10, 2018 Minutes

The minutes were included in the portal and reviewed.

Jason Paterson / Brent Carmichael moved to adopt the minutes of the June 19, 2018 meeting as circulated; CARRIED

Richard Roy / Dean McKernon moved to adopt the minutes of the July 10, 2018 meeting as circulated; CARRIED

2. Matters for Decision

2.1 Nominations and Reappointments (recommend appointment to the Board of Directors)

2.1.1. Reappointment of Jason Paterson to represent Medium Operators for a term ending January 31, 2022; effective February 1, 2019

Correspondence was included in the portal and reviewed.

Marlin Van Zandt / Tony Van der Linden moved to recommend to the Board, the reappointment of Jason Paterson to the Passenger Ropeways Sub-Council, representing the Medium Operators industry segment, for a term until January 31, 2022, effective February 1, 2019; CARRIED

2.1.2. Nomination of Rob Eeglon to represent Code Enforcement (SCOs) for a term ending January 31, 2022; effective February 1, 2019

Correspondence was included in the portal and reviewed.

Jason Paterson / Richard Roy moved to recommend to the Board, the appointment of Rob Eeglon to the Passenger Ropeways Sub-Council, representing the Code Enforcement industry segment, for a term until January 31, 2022, effective February 1, 2019; CARRIED

2.1.3. Nomination of Matej Budaj to represent Large Operators for a term ending January 31, 2022, effective February 1, 2019

Correspondence was included in the portal and reviewed.

Tony Van der Linden / Jason Paterson moved to recommend to the Board, the appointment of Matej Budaj to the Passenger Ropeways Sub-Council, representing the Large Operators industry segment, for a term until January 31, 2022, effective February 1, 2019; CARRIED

2.1.4. Nomination of Don Muirhead to represent the Passenger Conveyor Installer / Manufacturer industry segment for a term ending January 31, 2022, effective February 1, 2019

Correspondence was included in the portal and reviewed. A discussion was held regarding the process of nominations and past practices of consulting with other companies in the same industry. It was questioned whether the nomination should be deferred until this consultation took place. It was clarified that only the one manufacturer was approached. A discussion was held regarding the various options for a path forward and which would be most appropriate.

Richard Roy / Jason Paterson moved to recommend to the Board, the appointment of Don Muirhead to the Passenger Ropeways Sub-Council, representing the Passenger Conveyor Installer / Manufacturer industry segment, for a term until January 31, 2022, effective February 1, 2019; DEFEATED

Dean McKernon / Tony Van der Linden moved that the Council reach out to all other conveyor manufacturers to request nominations to be submitted by November 1, 2018 for consideration by the sub-council; CARRIED [Council Administration]

3. Review Matters Arising / Action List

	Item	Action	Date	Responsible	Status/Update
1.	Changes for Rope Evacuation Equipment in 2014 Standard	Monitor industry for issues and compliance with the change in the 2014 standard that requires automatic belay evacuation devices.	Jul 13/16	All / Bruce / AEDARSA	No longer an issue, remove from action list
2.	Ski Lift Mechanic Education	Provide update on ski lift mechanic education happening in BC through Selkirk College (draft syllabus expected September 2018). UPDATE: Course being revised, moving to an on-line format and provincial specifics are being removed, hoping to complete pilot in early in 2019 and have course available at the CWSAA Spring Meeting. Challenges were explained regarding making this mandatory and getting this recognized as an occupation with AIT. It is believed the course will remain with Selkirk College. Logistics and next steps are still being discussed.	Jun 19/18	All	In progress
3.	PRSC Matrix/ Membership	Approach conveyor manufacturers to attempt to get a nomination for the Passenger Conveyor industry segment.	Jun 19/18	Council Administration	Completed
		Work with the CWSAA and the Risk and Insurance Management Society to ensure the most suitable candidates are brought forward for the Risk and Insurance Management seat. UPDATE: Revision to the matrix approved by the Board and the Council will request nominations.	Jun 19/18	Council Administration	In progress

4. Matters for Discussion

4.1 2019 Meeting Dates

The proposed meeting dates were included in the portal. Tentative dates were set as follows:

- Wednesday, May 29, 2019 (in conjunction with Conference)
- Tuesday, September 10

Members were asked to provide the Council with any conflicts that could impact several sub-council members by the end of September 2018. [All]

The 2019 meetings dates will be finalized in October 2018. [Council Administration]

4.1.1. Meeting Start Time

For the meeting during the conference, the start time would be subject to meeting room availability. The target time will be 9:00 a.m.

Consensus was reached that the meeting start time be 9:00 a.m. but for the time to be flexible depending on the agenda.

4.2 Conveyors

It was reported that a Letter Ballot was held by the CSA code committee on changes to CSA-Z98 regarding conveyors. It is expected that the next CSA-Z98 Standard will be published in March 2019. The proposal submitted to CSA-Z98 was very prescriptive and this has been revised to be more general. It was clarified that with timely code adoption, the new CSA-Z98 would be in force 12 months after it is published.

An overview was provided regarding the changes that will include inspection controls and a mandatory loading control switch, similar to what is used for elevators. It was noted that this would not be retroactive and would only apply to new installations.

It was questioned regarding any recommendations for existing conveyors. No discussion has been held but it was suggested that updating procedures and education should be the first step. Retrofitting existing conveyors with the new CSA-Z98 requirements would be a lot less expensive than following the BCSA Safety Directive. It was noted that the goal will be to encourage updating procedures and education for all types of devices, not just conveyors. Examples were provided of robust procedures that have been put in place to mitigate risk.

An in-depth discussion was held regarding how the new revisions are anticipated to increase safety. This item will remain on the agenda until after the review of the new requirements.

4.3 PRSC Matrix – Conveyors Nominating Organization

The current matrix policy was included in the portal and reviewed. A discussion was held regarding the industry segment and whether revisions are needed. It was suggested that this be deferred for the time being.

It was noted that the matrix has been revised so that the Risk and Insurance Management

industry segment's nominating organization be the Risk and Insurance Management Society.

4.4 AEDARSA/Incident Report

An overview was provided of an incident that involved a lightning strike on an operating lift.

4.5 Administrator/AMA Report

Other than work being done relative to CSA-Z98, there was nothing further to report.

4.6 Council Updates

The following report was provided:

- Effective Meetings Training – October 29, 2018
- Appeals Training – October 30, 2018
- New Member Orientation – November 20, 2018
- The Council Conference will be May 29-31, 2019 and any recommendations for speakers would be appreciated
- Gas will be the feature discipline at the 2019 Conference
- An Open House will be held on December 5, 2018
- An overview was provided on new formatting of the action item list

4.7. Questions/Follow-Up on CSA Z98-19

An in-depth discussion was held regarding the automatic code adoption process, the impact of it coming in force in March 2020 and whether consideration should be given to making a recommendation to have the code in force before the 2020 ski season. It was suggested that this would depend on the impact to industry on the new changes for conveyors and non-destructive testing.

Wording of the proposed changes will be included in the portal for review.

[Bruce / Council Administration]

Members were advised that once the code is available they would need to purchase the download and then expense it to the Council. [All]

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

Dean McKernon reported that this will be his last meeting and thanked everyone for the opportunity to participate as a member. Members were advised that long-standing member of the passenger ropeways industry, Les Ogluk, recently passed on.

Dean McKernon was thanked for all of his hard work on the sub-council and his support of the overall safety system.

5.2. Next Meeting

The next meeting will be held during the conference.

5.3. Meeting Adjournment

Dean McKernon / Jason Paterson moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 11:50 a.m.

--- ACTION ITEMS ---

2.1.4. Nomination of Don Muirhead to represent the Passenger Conveyor Installer / Manufacturer industry segment

Council to reach out to all other conveyor manufacturers to request nominations to be submitted by November 1, 2018 for consideration by the sub-council.

[Council Administration]

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