



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

DATE: September 20, 2022

TIME: 9:13 a.m. to 10:38 a.m.

LOCATION: Videoconference

PRESENT: **Sub-Council Members**
Kristian Haagaard, Chair (arrived at 9:15 a.m.)
Brent Carmichael
Carl Lam
Bruno Mannsberger, Vice Chair (arrived at 9:10 a.m.)
David Martel
Jaclyn McCoy (left at 10:00 a.m.)
Warren Sparks
Marlin Van Zandt

Safety Codes Council
Allison Karch, Kathryn Derkach

Alberta Municipal Affairs
Dean Bruce

REGRETS: Rob Eeglon, Richard Roy

GUESTS: Dean McKernon, AEDARSA

RECORDER: Kathryn Derkach

2023 MEETINGS: April 4, 2023

1. Meeting Opening

The Vice Chair called the meeting to order at 9:13 a.m. 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.

1.1 Agenda Adoption

Brent Carmichael / Marlin Van Zandt moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the June 13, 2022 Minutes

Warren Sparks / Kristian Haagaard moved to adopt the minutes of the June 13, 2022 meeting, as circulated; CARRIED

2. Matters for Decision

2.1. Closed Session

Brent Carmichael / Kristian Haagaard moved to enter into closed session; CARRIED

Brent Carmichael / Warren Sparks moved to exit closed session; CARRIED

2.1.1. Reappointment of Marlin VanZandt to represent Small Operators

Kristian Haagaard / Brent Carmichael moved to recommend to the Board reappointment of Marlin Van Zandt to the Passenger Ropeways Sub-Council to represent Small Operators for a term ending January 31, 2025, effective immediately; CARRIED

3. Review Matters Arising/Action List

None Identified

4. Matters for Discussion

4.1. CWSAA Update

The following was reported:

- The Alberta zone meeting is in Calgary next week with public health & safety and liability topics on the agenda.
- Advisory committees have been formed for various industry related discussions.
- Industry is seeing an increase in unskilled labour workforce. AEDARSA is starting to plan training sooner than usual to accommodate.

4.2. Update on Drive Upgrade Safety Alert

As a follow up to the discussion from the April 12 PRSC meeting, the following was reported:

- It was clarified that this bulletin is being published by an industry task group.
- AEDARSA has agreed to post and publish the bulletin on their website.
- Copies of the bulletin will be placed into the portal. [Council Administration]
- The main audience for this bulletin is the operators buying the equipment.

- It was noted that this issue is relates to a lack of understanding between the manufacturer/supplier and owner about the drive’s use and the peculiarities surrounding drives used for passenger ropeways; it’s not indicative of a gap in the system.
- The bulletin also reminds industry that SCOs have the right to ask for any safety requirements they deem necessary.

4.3. AEDARSA Report

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

- 6 Accident/Incident Reports have been submitted to AEDARSA over the summer.
 - 5 During Summer Operations and
 - 1 equipment damage reported from off season service work.

A total of Twenty-Seven (27) Accident/Incidents Reported to AEDARSA in 2021/22. AEDARSA did not conduct any onsite investigations. (See AEDARSA Accident-Incident Report attached on PRSC meeting September 2022)

- AEDARSA will require Operators of Surface Ropeways meet the requirements of CSA Z98-19 clause 11.8. Specifically, CSA Z98-19 clause 11.8.3 (c) before April 1st, 2023.
 - AEDARSA has created a running document to track areas that have completed the MRT requirements.
 - Most areas have been proactive on completing the MRT prior to the April 1, 2023 date.

4.4. Administrator/AMA Report

The Administrator reported:

- The gondola proposed for the Edmonton river valley has been voted down by city council.

4.4. Council Updates

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

- Members were reminded of the recent update to the Council’s communications policy which now is applicable to members.
 - Kristian Haagaard is attending a CANWest Zone meeting and will work with Council staff on a quick presentation. [Haagaard/Council Administration]
- The Council’s AGM and volunteer appreciation event is being held in Edmonton on October 21, 2022.
 - Council staff will arrange hotel rooms—please include your hotel needs in the registration form if applicable.
- Member Training dates—two virtual half-day sessions for each course, you must attend both days to complete the course:
 - Appeals Training: November 15 & 16, 2022
 - Effective Meetings: October 31 & November 1, 2022
 - Contact gerry.letendre@safetycodes.ab.ca to register.
- Clarification was provided about the approach to in-person and virtual sub-council meetings.
 - The Council’s overall approach is a hybrid of some meetings held in person and some held virtually.

- All members are asked to make an effort to attend in-person meetings in person, but there will be the option to attend virtually if they're not able to attend because of illness, etc.
- Please notify Council staff as soon as possible of any contact info changes for yourself or your nominating organization.
- The Board approved the recommendation regarding the PRSC matrix to remove the vacant seats for the large operator and conveyor industry segments. As members' current terms end, the Board will continue to make the recommended changes.

5. Meeting Finalization

5.1. Round Table

- OH&S was invited to review lock out procedures.

5.2. Next Meeting

The next meeting was reconfirmed for April 4, 2023 virtually 9:00 a.m.

5.3. Meeting Adjournment

Warren Sparks / Brent Carmichael moved to adjourn the meeting; CARRIED

The meeting was adjourned at 10:38 a.m.

– NEW ACTION ITEMS –

4.2. Update on CSA's Drive Upgrade Safety Alert

Copies of the bulletin will be placed into the portal.

[Council Administration]

4.4. Council Updates

Kristian Haagaard is attending a CANWest Zone meeting and will work with Council staff on a quick presentation.

[Haagaard/Council Administration]

– MOTIONS –

1.1 Agenda Adoption

Brent Carmichael / Marlin VanZandt moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the June 13, 2022 Minutes

Warren Sparks / Kristian Haagaard moved to adopt the minutes of the June 13, 2022 meeting, as circulated; CARRIED

2.1. Closed Session

Brent Carmichael / Kristian Haagaard moved to enter into closed session; CARRIED

Brent Carmichael / Warren Sparks moved to exit closed session; CARRIED

2.1.1. Reappointment of Marlin VanZandt to represent Small Operators

Kristian Haagaard / Brent Carmichael moved to recommend to the Board reappointment of Marlin VanZandt to the Passenger Ropeways Sub-Council to represent Small Operators for a term ending January 31, 2025, effective immediately; CARRIED

5.3. Meeting Adjournment

Warren Sparks / Brent Carmichael moved to adjourn the meeting; CARRIED