

Webinar: **Elevating Devices in Condominiums**

Panel presentation and discussion

Today's Webinar...

- Approximately 30,000 residential elevators in Ontario
- Condominium managers have an important role to play
- Learn about the requirements and best practices from an experienced panel



Today's Agenda:

- 1. Requirements for an Elevating Device Licence**

- 2. Maintenance Requirements**

- 3. Reporting Guidelines**

- 4. Best Practices**

- 5. Questions and Answers**

Presenters:



Phil Simeon



Phillip Osborne



Tenly Rodrigues



Vijay Mehta

Housekeeping



1

Submit questions

2

Feedback

3

Webinar recording

Housekeeping



The CMRAO has approved this Learning Activity for CPE Credit





Phil Simeon
Policy Director, TSSA

Overview

In Ontario, the Technical Standards and Safety Authority (TSSA) oversees the safety requirements of elevators and escalators in:

- Offices, apartment, and condominium buildings
- Shopping malls
- Hospitals
- Retirement and long-term care facilities
- Other commercial and industrial settings



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FOR A
SAFE ONTARIO



Phillip Osborne

Compliance Support Advisor, TSSA

Contents

- Elevating Device Licence
- Unauthorized Devices
- Duty to Notify
- Posting of Licence

What is a Licence? When is it Issued?

- A licence is issued to the elevating device owner after a newly installed elevating device has been inspected by a TSSA inspector and an authorization to operate the device is issued by the inspector.
- The licence is valid for one year from the date the permission to operate is issued.
- Subsequently, it is the responsibility of the owner to renew the licence on a yearly basis.

Guide

1. Installed at/Licence Number/Installation Number/Capacity
2. Licensee
3. Expiry Date



Technical Standards and Safety Authority

Ontario Elevating Device Licence

Technical Standards and Safety Act

This Licence is issued to allow the operation of the following Elevating Device:

Type:
Passenger Elevator



Installed at:
80 ANTIBES DR
WILLOWDALE ON M2R 3N5

Licence Number:

000303730

Installation Number:

31622

Capacity:
1,134 kg
persons

YORK CONDOMINIUM CORPORATION NO. 465

80 ANTIBES DR
WILLOWDALE ON M2R 3N5



Expires on : 2024-03-30



This Licence Is Not Transferable.

OPERATION OF THIS DEVICE WITHOUT A VALID LICENCE IS AN OFFENCE UNDER THE ACT.

This licence shall be posted by the owner in a conspicuous location in the elevating device or adjacent to the elevating device or in a more remote location when permitted by the director

Issued under the *Technical Standards and Safety Act, 2000*
Elevating Devices Regulation (O.Reg. 209/01)



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Regulatory Requirement O. Reg 209/01

Operation prohibited without a licence

- 12. No owner shall operate an elevating device or permit it to be operated unless it is licensed and it complies with this Regulation, the code adoption document, and any applicable director's order. O. Reg. 252/08, s. 7.

Regulatory Requirement O. Reg 209/01




Duty to notify director in case of change

- 29. (1) The owner shall notify the director within 10 days of a change in any particular noted on the licence for the elevating device. O. Reg. 252/08, s. 17 (1).
- (2) An owner of an elevating device shall notify the director within 10 days of a change in the owner's name or address. O. Reg. 209/01, s. 29 (2); O. Reg. 252/08, s. 17 (2).
- (3) A renewal of a licence for an elevating device shall be for the period specified on the licence. O. Reg. 209/01, s. 28 (3).

Posting of Licence O. Reg 209/01

- 30. (1) A licence for an elevating device shall be posted by the owner in a conspicuous position in the load-carrying unit of the elevating device or adjacent to the elevating device or in a more remote location as is required by the director. O. Reg. 209/01, s. 30 (1).

TSSA Portals: Doing business with TSSA efficiently

Change of Information	Ownership Change	Application for Reinstatement
<p>To change property management or mailing info follow this link.</p> 	<p>For change of ownership follow this link.</p> 	<p>To reinstate follow this link.</p> 
<p>You will need licence number, TSSA Account No., and list of installation numbers. Email completed form to customermanagement@tssa.org</p>	<p>You will need installation number of the devices. A copy of legal incorporation business name registration docs. A copy of legal transfer docs with effective date. Maintenance contractor name and registration number.</p>	<p>You will need info about your maintenance contractor and their contractor registration # and maintenance expiry date, Installation/Licence No, Account No.</p>



Tenly Rodrigues

Compliance Support Advisor, TSSA

Contents

- Hierarchy of Rule Framework
- Regulatory Requirement for Logbook
- Logbook details
- Test Intervals
- Maintenance Control Program (MCP)

Act, Regulations, and the Code

Safety Code for Elevators &
Escalators
ASME 17.1- B44-19/CSA B44:19
Elevating Devices Code
Adoption Document 295/22
Directors Rulings & Orders
Ontario Regulation 209/01
Technical Standards and
Safety Act.2000

- Detailed requirements for maintenance and logbook can be found in section 32 through 34 of O. Reg 209/01
- As an owner representative, ensure that your contractor complies with the requirements of the regulation.
- A logbook is the record of maintenance and non-maintenance repairs or replacement activity on a specific elevating device and stays with the device regardless of the contractor or owner.
- All scheduled maintenance tasks, Category 1 (annual) and Category 5 (5 year) tests are performed, and the logbook updated in a timely manner.



Regulatory Requirement O. Reg 209/01

Contractors

- 14. No person shall act as a contractor unless registered as a contractor and no contractor who is registered shall offer or provide a service unless the contractor is registered to provide that service. O. Reg. 209/01, s. 14
- 24. (1) No person shall undertake any work on an elevating device unless the person is employed by a contractor and is either a mechanic or a mechanic-in-training working under the supervision of a mechanic. O. Reg. 252/08, s. 15.



Logbook Demystified

- The logbook comprises five main sections:
 1. Scheduled maintenance tasks
 2. Category 1 tests
 3. Category 3 tests
 4. Category 5 tests
 5. Record of breakdowns/call backs/parts replaced

Logbook Demystified (cont'd)

1. Scheduled maintenance tasks involves functional checks, servicing, repair, or replacement of necessary components to retain functionality.
2. Category 1 tests are conducted to validate functionality of safety features.
3. Category 3 tests relate to pressure vessels of hydraulic elevators.
4. Category 5 tests are intended to validate functionality of safety features under full load and full speed conditions.

Sample Logbook

AHJ Installation Number:	Registered Device Address:	Registered Contractor:
12345678	123 Anyroad Drive, Anytown, ON M8M 8M8	ABC Elevator Maintenance Company
Device Identification:		Contractor Registration Number:
SHUTTLE CAR # 1		12345678
Device Type: (i.e. electric, hydraulic, dumbwaiter)	<ol style="list-style-type: none"> Per A17.1/B44 the maintenance frequency shall be based on equipment age, condition, wear, design qualities, usage, environment and/or technology to effectively maintain equipment in compliance with the code of installation or alteration. Category 1, 3 and 5 testing is required to be performed at 1, 3 and 5 year intervals. The AHJ may impose frequencies other than those prescribed or recommended by A17.1/B44 or the Manufacturer. Any reference to an item (e.g. Item 2.31.2) is a reference to a procedure identified in the current version of ASME 17.2 Guide for the inspection of elevators, escalators, and moving walks. AHJ prescribed frequencies are noted in the attached log sheets. Please refer to your local AHJ for any local jurisdiction code modifications. 	
Elevator		

RECORD OF MAINTENANCE VISIT

Year	J	F	M	A	M	J	J	A	S	O	N	D
20 __ __												
20 __ __												
20 __ __												
20 __ __												
20 __ __												



Sample Logbook

Note: Mechanics are required to initial tasks once complete and compliant.

Device Type(s): Electric (E), Hydraulic (H), Dumbwaiter (D)

Frequency: In Months. 'A' denotes Allowable, either Mandated (M) or Recommended (R). 'I' denotes Implemented on this device and minimum frequency should be noted by the contractor.

Frequency: Shall be indicated on the Log Book in the implemented column at the time the MCP and Log Book are initiated.

CAR Maintenance Tasks	Device Type	Freq (Months)		MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT												
		A	I	J	F	M	A	M	J	J	A	S	O	N	D	
8.6.4.13.1(c): Door reopening devices.	E, H	6M														
8.6.4.13.1(d): Vision panels and grills (where required).	E, H, D	6M														
8.6.4.13.1(g): Astragals and resilient members, door space guards, and sight guards (where required).	E, H, D	6M														
8.6.4.13.1(i): Clutches, engaging vanes, retiring cams, and engaging rollers.	E, H, D	6M														
8.6.4.13.2: Kinetic Energy and Closing Force conforms to 2.13.4 & 2.13.5 (as applicable). (see appendix z).	E, H	12R														
8.6.4.15: Car Emergency System (Lighting).	E, H	12R														
8.6.4.15: Car Emergency System (Ventilation).	E, H	12R														
8.6.4.15: Car Emergency System (Communication).	E, H	12R														
8.6.4.15: Car Emergency System (Emergency Operation Signaling Devices).	E, H	3R														
8.6.4.16: Stopping Accuracy.	E, H, D	3R														
MACHINE ROOM Maintenance Tasks	Device Type	Freq (Months)		MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT												
		A	I	J	F	M	A	M	J	J	A	S	O	N	D	
8.6.1.6.3: Controllers Wiring – cleaning, fuses, and jumpers.	E, H, D	12R														
8.6.4.6: Brakes – residual pads, linings, pins, levers, springs and guide bushings, discs and drums, brake coil and plunger.	E, D	12M														
8.6.4.8: Cleaning and condition of machine/control rooms.	E, H, D	12R														
8.6.4.12: Governors – rope grip jaws and switches are free of oil.	E, H, D	6M														
8.6.4.17: Ascending car overspeed and unintended car movement protection.	E	12R														

Sample Logbook

Code Ref.	CAT 1 Test Requirements	Device Type	A17.2 Item	Date Last Completed	Date	Completed by (Sign or Initial)	Deficiencies	Corrective Action
8.6.4.19.1	Oil Buffers.	E, H, D	5.9.2.1(a) 5.12					
8.6.4.19.2	Safeties.	E, H, D	2.29.2 5.8.2					
8.6.4.19.3	Governors.	E, H, D	2.13.3 2.13.2.2					
8.6.4.19.4	Slack-Rope Devices on Winding Drum Machines.	E, D	2.20.2.1					
8.6.4.19.5	Normal and Final Terminal Stopping Devices.	E, H, D	2.29.2 3.5.2 3.6.2					
8.6.4.19.6	Firefighters' Emergency Operation.	E, H	Part 6					
8.6.4.19.7	Standby or Emergency Power or Emergency Lowering Operation.	E, H	1.17.2					
8.6.4.19.8	Power Operation of Door System.	E	1.8.2					
8.6.4.19.9	Broken Rope, Tape, or Chain Switch.	E, H	3.26.1					
8.6.4.19.10	Functional safety of SIL rated device(s).	E	2.15.1					
8.6.4.19.11(b)	Ascending Car Overspeed Protection	E	2.43.2					
8.6.4.19.11(c)	Unintended Car Movement.	E	2.43.2					
8.6.4.19.12	Traction-Loss Detection Means. (a or b acceptable).	E	3.23.2.1(c)					
8.6.4.19.13	Broken-Suspension-Member and Residual-Strength Detection Means.	E	3.23.2.1(a) 3.23.2.1(b)					
8.6.4.19.15	Emergency Communications, Also see written checkout procedure.	E, H	1.6 1.6.1 1.6.2					
8.6.4.19.16	Means to Restrict Hoistway or Car Door Opening	E, H	1.18					
8.6.4.19.17	Earthquake Operation	E	1.20					
8.6.4.19.18	Door Reopening Device(s)	E	1.1.2					

Sample Logbook

Code Ref.	CAT 5 Test Requirements	Device Type	A17.2 Item	Date Last Completed	Date	Completed by (Sign or Initial)	Deficiencies	Corrective Action
8.6.4.20.1	Car and Counterweight Safeties	E, D	2.29.2					
8.6.4.20.2	Governors (Pull through force 8.6.4.20.2 (b))	E, D	2.13.2.1					
8.6.4.20.3	Oil Buffers	E	5.9.2					
8.6.4.20.4	Braking System	E, D	2.17.1					
8.6.4.20.6	Emergency terminal stopping and Speed-Limiting Devices	E	2.28.2					
8.6.4.20.7	Power Opening of Doors	E, H, D	1.10.2					
8.6.4.20.8	Leveling Zone and Leveling Speed	E, H	1.10.2.1					
8.6.4.20.9	Inner Landing Zone	E, H	1.10.1					
8.6.4.20.10	Braking System, Traction, Traction Limits	E, D	2.17.1					
8.6.4.20.11	Emergency Brake. (see item 2.43 Table 2.43.3.1).	E	2.43.3.1					
8.6.4.20.11(a)	Emergency Brake and Ascending Car Overspeed Protection	E	2.43.3.1					
8.6.4.20.11(b)	Emergency Brake and Unintended Car Movement Protection	E	2.43.3.1					
8.6.5.16.1	Car and Counterweight Safeties (Rated Load in the Car)	H	2.29.2					
8.6.5.16.1	Governors (Pull through force 8.6.4.20.2(b))	H	2.13.2.2					
8.6.5.16.1	Oil Buffers	H	5.12					
8.6.5.16.2	Coated Rope Mag Flux Test	H, D	3.23					
8.6.5.16.3	Wire Rope Fastening	H, D	3.22					
8.6.5.16.4	Plunger Grippers	H	5.17.2					

Sample Logbook

Mechanic Signature Register: Certificate Numbers for all Mechanics must be listed.

Mechanics Printed Name	Mechanics Licence No.(if applicable)	Signature	Initials	Mechanics Printed Name	Mechanics Licence No. (if applicable)	Signature	Initials



Recurring Intervals

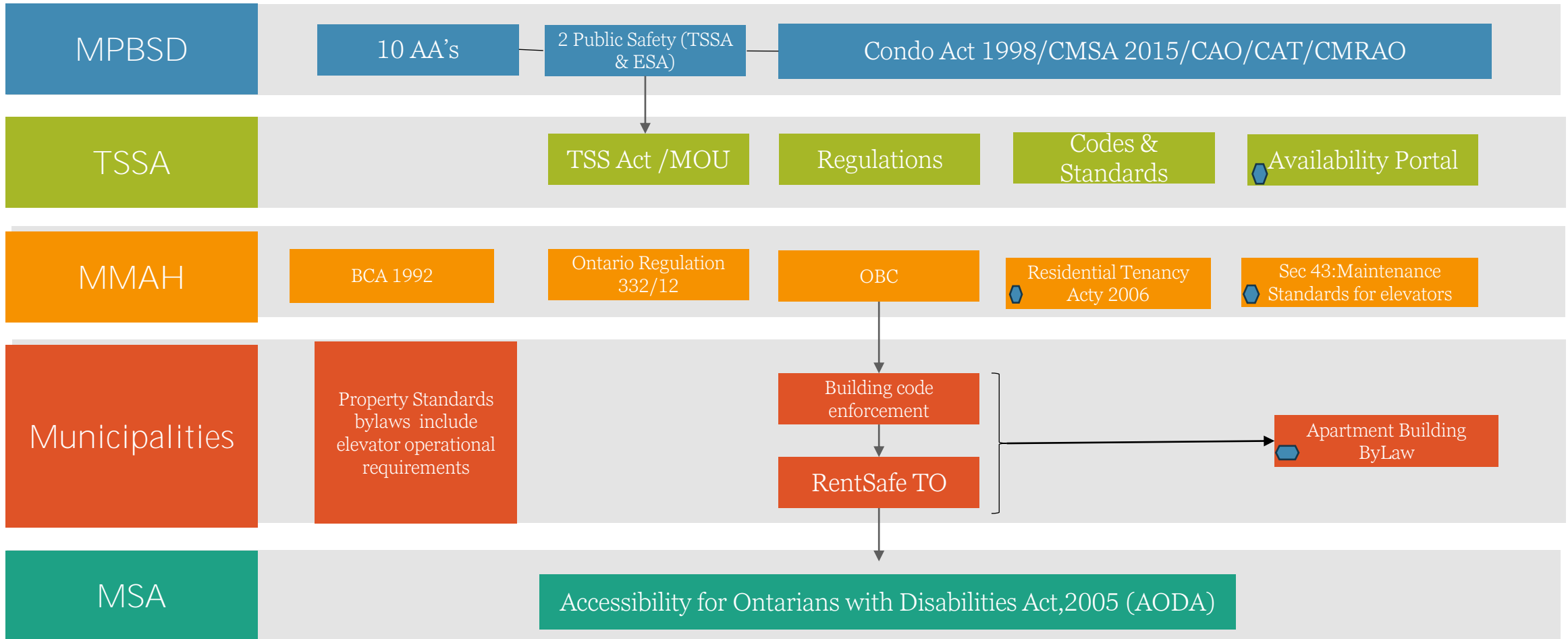
- Anniversary dates are based on the month and year of an acceptance test. Subsequent category tests shall not exceed the number of months of a given category test interval.
- Staggered category test dates for a group of devices (caused by staggered acceptance test dates) may be consolidated provided they do not exceed the date of the device with the shortest retest date.

Maintenance Control Program (MCP)

- A written Maintenance Control Program shall be in place to maintain the equipment.
- The MCP shall specify the examination, tests, cleaning, lubrication, and adjustments to applicable components at regular intervals.

Elevator Availability Reporting Guidelines for Owners

Roles & Responsibilities Related to Elevator Availability



Background on Elevator Outage Reporting

- With the phenomenal vertical growth of our cities, there has been a sudden upsurge of dependence on elevators in residential buildings, making any downtime a serious inconvenience to daily activities.
- Regulations or standards for elevator installation and maintenance can be better informed with data gathered from elevator-outage patterns.
- This approach seeks to minimize the inconvenience caused by elevator outages but also enhance the safety and efficiency of building operations.

Reporting Elevator Outage

- Ontario Regulation 209/01: Elevating Devices Section 38.1 requires owners to report elevator outages to TSSA.
- As of July 2022, owners are required to report elevator outages lasting 48 hours or longer within 30 days of the elevator being returned to service.

Portal to Report Outages

- Use TSSA's [Residential Elevator Availability Portal](#) to report elevator outages. You need to create a user ID and password using the information found on a recent invoice from TSSA.
- Only elevator owners — not elevator contractors or elevator users — can report an outage. You must be an authorized owner or licensee to report outages and correct outage data.



Data of Outages will be Displayed on TSSA's Website

Ontario Regulation 209/01 Section 38.1 includes a requirement for TSSA to publish specific items from the reported data on its website.

The screenshot displays the TSSA Residential Elevator Availability website. The page title is "TSSA Residential Elevator Availability". Below the title are three navigation links: "View Elevator Outage Records" (highlighted with a red underline), "Report Elevator Outages", and "Correct Elevator Outage Data". The main heading is "View Elevator Outage Records".

The search interface includes the following fields:

- Enter Postal Code:
- Select Date Range: Custom Date Range (dropdown menu)
- Outage start:
- Outage end:

A "Show Results" button is located below the search fields.

Below the search interface is a table of results with the following columns:

ADDRESS	NO. ELEVTR.	INSTALL. NUMBER	NO. FLOORS	INSTALL. YEAR	OUTAGE DATES	DURATION (DAYS)	REASON	LAST MAJOR	LAST CONTROL	MAINTENANCE INTERVAL
25 WEST LODGE Apt TORONTO ON M5H	7	12845	4	2015	8:00am Nov 11, 2023 4:30pm Dec 20, 2023	39	Other Unspecified Person in Emergency			Monthly

Penalties for not Reporting Elevator Outages

- Reporting outages is a regulatory requirement. Failing to report an elevator outage constitutes a violation of the regulation.
- TSSA may issue orders requiring the elevator owner or licensee to report the outage.
- If inspection orders are needed due to non-compliance with reporting requirements, TSSA will bill the elevator owner or licensees for the inspection.

Reporting of Elevator Outage not Limited to Breakdowns

- Yes. All elevator outages lasting 48 hours or longer must be reported to TSSA within 30 days following the elevator's return to service.
- This applies to projects to upgrade, replace, or modernize an elevator.

Reporting Elevator Availability Related to an Incident

- If the shutdown lasted 48 hours or longer, it must be reported.
- The incident will also need to be reported to TSSA separately as the data collected for outages and incidents are different.
- Refer to the Elevating Device Incident Reporting Guidelines or Elevating Device Incidents Involving Floods.


Report Elevator Outages to Enhance Safety



Reporting elevator outages is a regulatory requirement in Ontario. Owners and licensees of elevators in residential buildings and long-term care homes are required to report elevator outages.

The data collected on elevator outages is used for public reporting and informing future opportunities regarding elevator availability in Ontario.

When to report?

- Elevator outage **lasting more than 48 hours**
- 
- Report **within 30** days from the day the elevator returns to service



Report elevator outages at the [Residential Elevator Availability Portal](#).

Only authorized owners or licensees can log in to the portal to report outages and correct outage data.



Report Elevator Outages

Requires login

Anyone can view elevator outage records without logging in to the portal which provides historical elevator outage records.



Elevator Outage Records

For more information, visit TSSA's [Elevator Availability webpage](#).





Vijay Mehta, RCM, OLCM

DEL Property Management Inc.

AGENDA



PROACTIVE TARGETED
MAINTENANCE SERVICE



CAPITAL PLANNING



WHEN TO UPGRADE VERTICAL
TRANSPORTATION?



PROPRIETARY VS NON-
PROPRIETARY



THE MODERNIZATION
PROCESS



Elevator Maintenance Monthly vs Quarterly

- With the introduction of the MCP to the TSSA elevator code, OEM elevator manufacturers were able to switch maintenance intervals from mandatory monthly maintenance visits to a calculated interval not to exceed quarterly visits.
- Del Property Management Inc.'s standard elevator maintenance contracts have monthly maintenance visits mandated. It is your right and responsibility to check on your contractor by reviewing the log sheets to ensure you are receiving the proper service.



Elevator Maintenance

An aerial night view of a city with several illuminated skyscrapers. The buildings are lit up, showing windows and architectural details. The scene is viewed from a high angle, looking down on the city streets and buildings.

- Any Elevator maintenance provider plan should be designed to improve safety and reliability and to minimize the risk of recurring costly repairs and “out of service” time. Regular maintenance identifies problems needing adjustments before they become a major expense.
- Route mechanics should service and maintain fewer units than the current industry averages, enabling them to dedicate the time required to minimize downtime. Plans should be individually designed to meet the specific needs of the customers. Work records should be meticulously maintained for full transparency and proof of maintenance for you and the Condo Corporations.

TARGETED MAINTENANCE

- Be proactive rather than reactive, with this in mind, develop a new approach to elevator preventative maintenance. Implement a customized elevator-specific targeted maintenance program (ESTM), in addition to the requirements set by the TSSA. With such targeted maintenance programs, you will minimize callbacks, leading to unparalleled uptime, and reliability levels.



Item	Description	Frequency	Notes
1.00	Visual inspection of all signs of deterioration	Monthly	
2.00	Check door operation	Monthly	
3.00	Check door safety devices	Monthly	
4.00	Check door closing force	Monthly	
5.00	Check door reopening force	Monthly	
6.00	Check door locking mechanism	Monthly	
7.00	Check door latch operation	Monthly	
8.00	Check door strike operation	Monthly	
9.00	Check door roller operation	Monthly	
10.00	Check door guide operation	Monthly	
11.00	Check door buffer operation	Monthly	
12.00	Check door stop operation	Monthly	
13.00	Check door seal operation	Monthly	
14.00	Check door cushion operation	Monthly	
15.00	Check door roller guide operation	Monthly	
16.00	Check door roller guide operation	Monthly	
17.00	Check door roller guide operation	Monthly	
18.00	Check door roller guide operation	Monthly	
19.00	Check door roller guide operation	Monthly	
20.00	Check door roller guide operation	Monthly	



Item	Description	Frequency	Notes
1.00	Visual inspection of all signs of deterioration	Monthly	
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9.00	Check door roller operation	Monthly	
10.00	Check door guide operation	Monthly	
11.00	Check door buffer operation	Monthly	
12.00	Check door stop operation	Monthly	
13.00	Check door seal operation	Monthly	
14.00	Check door cushion operation	Monthly	
15.00	Check door roller guide operation	Monthly	
16.00	Check door roller guide operation	Monthly	
17.00	Check door roller guide operation	Monthly	
18.00	Check door roller guide operation	Monthly	
19.00	Check door roller guide operation	Monthly	
20.00	Check door roller guide operation	Monthly	



CAPITAL IMPROVEMENT PLANNING

- There is nothing worse for condominium managers than the embarrassment of non-functioning elevators. It is not only frustrating and an inconvenience to building owners and their guests, but it slows traffic flow throughout the building.

To best protect your Capital Investment, have elevator service providers create a capital improvement plan to provide buildings with realistic expectations for the remaining life expectancy of their equipment. This allows management to budget for the long term and know they have adequately prepared for the future.

ELEVATOR COMPONENT LIFE CYCLE



Elevator Lifespan General

- While many things can impact your elevator lifespan, a general guideline to follow is that elevators 20 years and older are likely candidates for full modernization.
- Once your elevator is 15-20 years old, it will generally be reaching the end of its cost-effective life. After this time, more frequent service will likely be needed to maintain your elevator, and its reliability will decline. At this point in your elevator's life, neglecting modernization will result in your elevator becoming less efficient and more expensive to maintain and operate.



An Elevator's Individual Component Life Cycles Part 1

The service life of an elevator system will also depend on the type of equipment. Below are the typical lifespans for major elevator components:

Controller – Elevator controllers often last 15 to 20 years. Usually, they are replaced when a failure occurs in more frequent intervals or when parts are obsolete.

Hoist Machines – Most hoist machines will last 20 to 25 years, though some last up to 50. A good maintenance program, a motor refurbishment, and the right elevator drive can extend the life past 50 years or more.

Hydraulic Cylinders and Piston – Hydraulic elevator jacks may fail from underground conditions and may require a full replacement. If the correct jack protection is in place, the jack can outlast many other components of the elevator. With proper maintenance, protecting the piston from scores, the elevator jack can last through three or four full elevator life cycles.

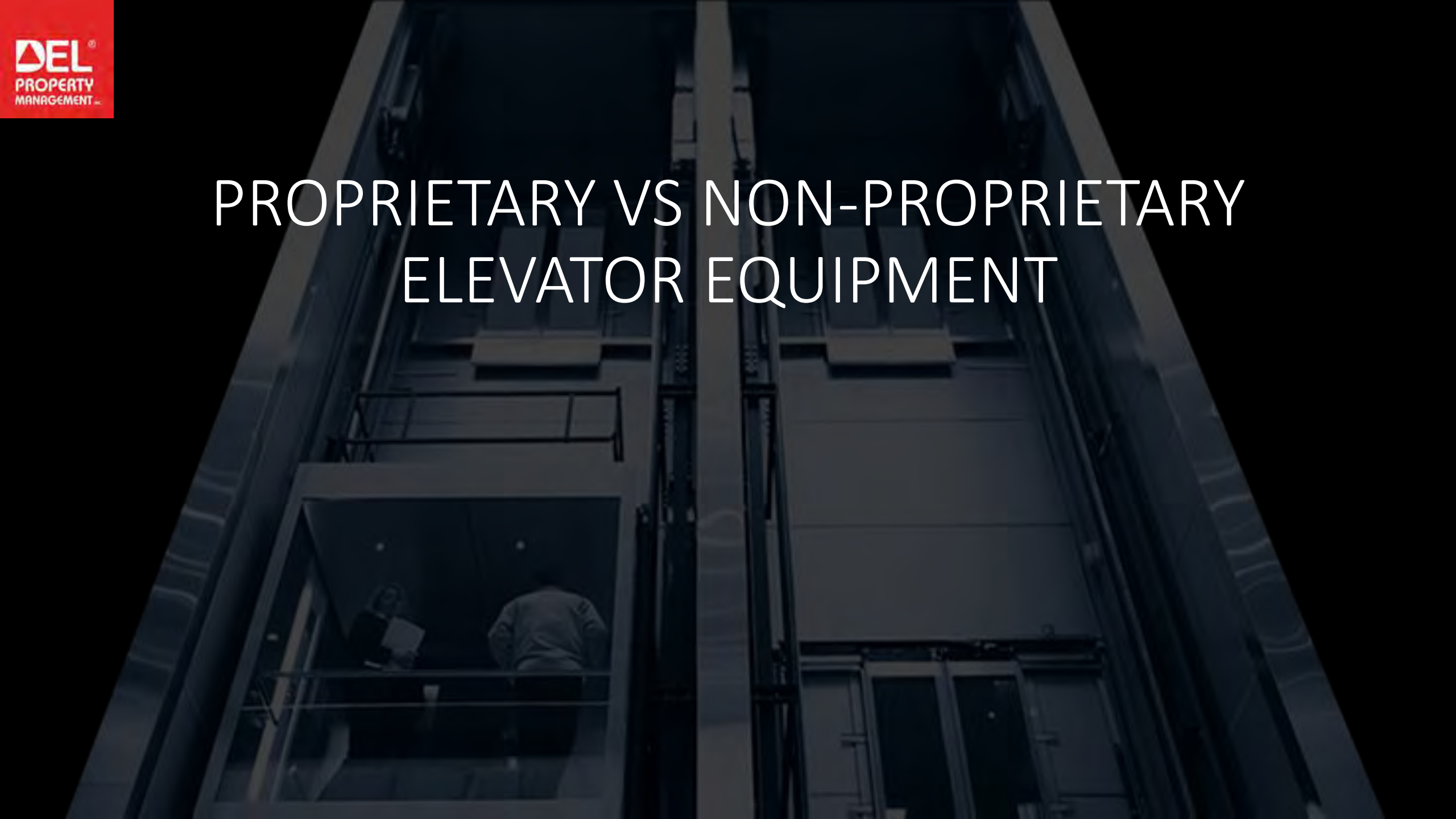


An Elevator's Individual Component Life Cycles Part 2

- **Traveling cable:** As the main flow of power and information, replacing a damaged traveling cable can eliminate intermittent electrical failures. Traveling cables can last 15 – 20 years with correct installation.
- **Cab interior and elevator buttons and fixtures-** After your elevator has been in operation for 15 years, its cab interior should be refurbished for maximal efficiency and comfort. The 15-year mark is also around the time that your elevator call station should be replaced.
- **Door Equipment and Door Operators** – With proper maintenance, door operators can last 10 to 15 years, or even longer. Typically, door rollers are replaced when cracks or flattened rollers appear, as it is one of the most critical components with the highest failure rate. Door operator systems that are poorly maintained or of questionable quality may last as little as 10 years.



PROPRIETARY VS NON-PROPRIETARY ELEVATOR EQUIPMENT



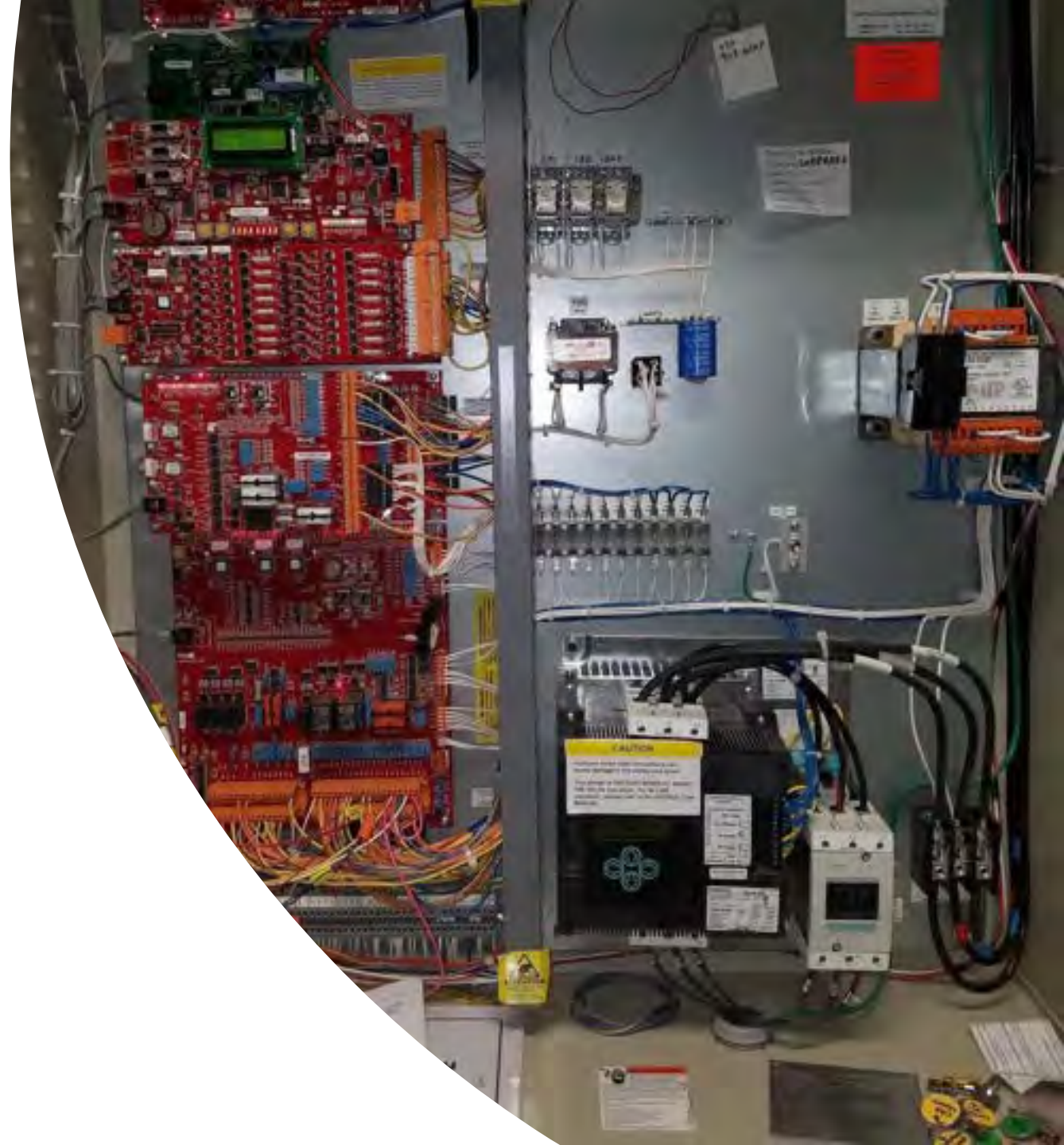
All Elevator Equipment and Controllers are one of two Types.

Proprietary Elevator Systems

This product and technology is owned exclusively by a single company. The company is not obligated to reveal any information about the product or its internal workings. In terms of service, maintenance, and upgrades it's stipulated that all parts, repair, or upgrades will be supplied by the elevator company who owns the technology or product.

Non-proprietary Elevator Systems

This equipment and technology does not differ in quality or reliability; it must still meet all the safety standards and code requirements that proprietary equipment mandates. A significant difference is that service, maintenance, and upgrades are allowed by any licensed elevator company, and parts are readily available.



ELEVATORS MODERNIZATION



WHAT IS A MODERNIZATION?

- An elevator modernization refers to the complete upgrading of an elevator's critical mechanical equipment. Most commonly this means installing or retrofitting new equipment throughout the elevator. Heavily impacted parts of the elevator include the controller equipment, hoist machinery, electrical components, motors, and cab interiors.

The Modernization Process:

REVIEW OF SPEC	BID JOB	AWARD	MATERIAL ORDER	MOD BEGINS	CAR TURN OVER	TSSA INSPECTION	JOB COMPLETE
<ul style="list-style-type: none">• Elevator service provider to create specs and review them with the consultant	<ul style="list-style-type: none">• Consultant to create bid documents• Site walk through• Review Bids and provide the summary	<ul style="list-style-type: none">• Elevator Company to provide schedule• Supervisor Assigned• Man-Power Allocated• Meeting with the site	<ul style="list-style-type: none">• ORDER MATERIAL• Supervisor to update the Customer of progress (Weekly, Bi-weekly, Monthly)	<ul style="list-style-type: none">• Intro of on-site team• Consultant be on-site• Progress Tracker to be activated	<ul style="list-style-type: none">• Consultant and Elevator company to go over at least 1 week prior to check all items	<ul style="list-style-type: none">• Upon review and approval from TSSA, notification to MTCE Dept• MTCE DEPT to review	<ul style="list-style-type: none">• Consultant to review the performance and identify any deficiencies• Deficiencies to be completed in stipulated timeframe

**Elevator
Modernization
– Outside
Trades**

Electrical

HVAC work

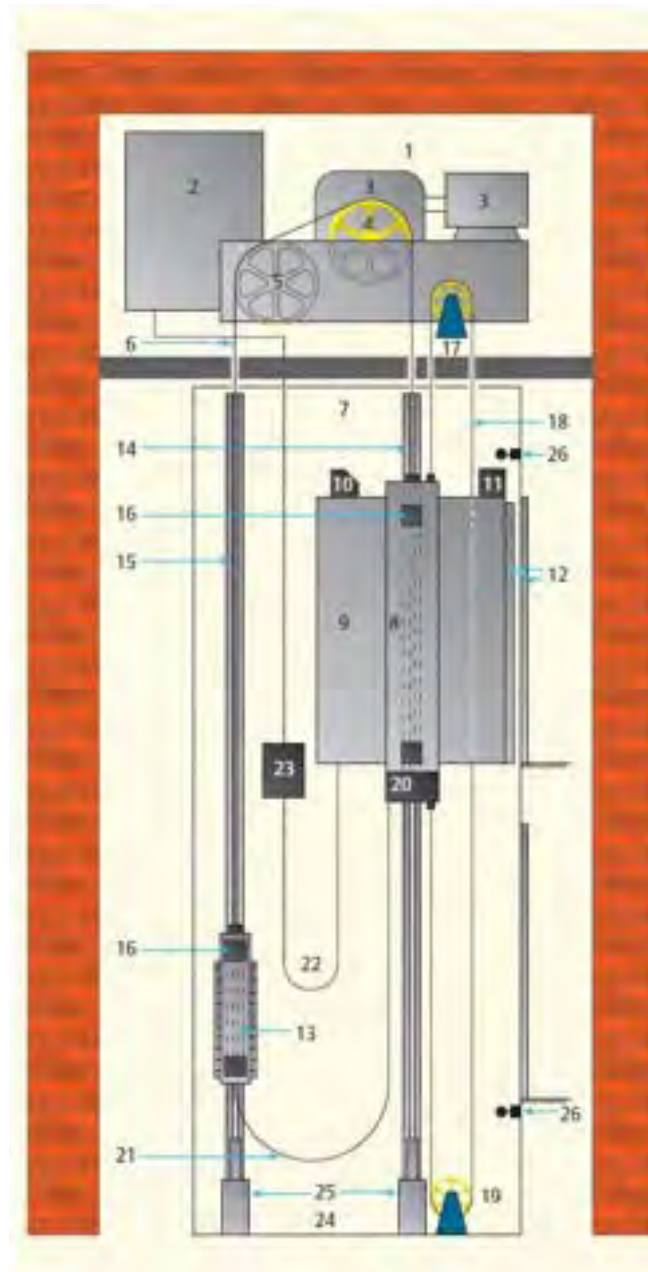
Fire Integration

ATS Transfer

Elevator Interior

Elevator Modernization

Components Overview



- 1 Machine room
- 2 Controller
- 3 Machine (including motor, gear, mechanical brake)
- 4 Traction sheave
- 5 Diverter sheave
- 6 Suspension ropes
- 7 Shaft
- 8 Car sling
- 9 Car
- 10 Car top control
- 11 Door operator
- 12 Doors
- 13 Counterweight
- 14 Guide rail
- 15 Counterweight guide rail
- 16 Guide shoe
- 17 Overspeed governor
- 18 Governor rope
- 19 Governor rope tension pulley
- 20 Safety gear
- 21 Compensation ropes
- 22 Travelling/trailing cables
- 23 Halfway box
- 24 Pit
- 25 Buffers
- 26 Overtravel limit

Questions & Answers



Is the cost of a licence for a regular elevator servicing a high rise the same as an accessibility lift servicing two units?

On the TSSA website, you can search for the elevating devices fee schedule (based on the number of floors), which will show all fees for different situations.

Please visit www.tssa.org for more information.

Is there a way to ensure a TSSA inspection can be completed within 10 days?

A TSSA inspector can typically be scheduled within five business days. TSSA requires that they receive a pre-inspection checklist at least 48 hours ahead of the scheduled inspection date. If the checklist is not received 48 hours ahead of the scheduled inspection date, the inspector will not be dispatched for the inspection.

Can we have one standard agreement (or more than one standard agreement) for preventative elevator maintenance services?

It is possible to have one standard agreement, but it also depends on the management company and the service provider. These parties, and the condominium corporation may choose to mutually agree and make a plan of their own.



Visit: www.cmrao.ca

Reminder:

CMRAO

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PROFESSIONAL
EDUCATION



The CMRAO has approved this
Learning Activity for CPE Credit

How to Enter a Completed CPE Learning Activity into the Portal:



Step 1

Sign in to your CMRAO account:

- A Enter your email address.
- B Enter your password.
- C Click "Sign in".



Step 2

From the landing page:

- D Click "Reported CPE Activities".



Step 3

- E Click the "Add Activity".



Step 4

Locate the CPE learning activity:

- F Click the search icon to display all eligible CPE learning activities.

In the pop-up window:

- G In the pop-up window, click the link on the left-hand side of the learning activity.
- H Click "Select".



Contact Us



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